



CX421, CX522, CX622, CX625, MC2325, MC2425, MC2535, MC2640, XC2235, XC4240 MFPs

User's Guide

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www.lexmark.com

Machine type:

7529

Models:

081, 230, 238, 436, 486, 496, 636, 638, 686, 698, 836, 838, 898

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Safety information

Conventions

Note: A *note* identifies information that could help you.

Warning: A *warning* identifies something that could damage the product hardware or software.

CAUTION: A *caution* indicates a potentially hazardous situation that could injure you.

Different types of caution statements include:



CAUTION—POTENTIAL INJURY: Indicates a risk of injury.



CAUTION—SHOCK HAZARD: Indicates a risk of electrical shock.



CAUTION—HOT SURFACE: Indicates a risk of burn if touched.



CAUTION—TIPPING HAZARD: Indicates a crush hazard.



CAUTION—PINCH HAZARD: Indicates a risk of being caught between moving parts.

Product statements



CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.



CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, use only the power cord provided with this product or the manufacturer's authorized replacement.



CAUTION—POTENTIAL INJURY: Do not use this product with extension cords, multioutlet power strips, multioutlet extenders, or UPS devices. The power capacity of these types of accessories can be easily overloaded by a laser printer and may result in a risk of fire, property damage, or poor printer performance.



CAUTION—POTENTIAL INJURY: Only a Lexmark Inline Surge Protector that is properly connected between the printer and the power cord provided with the printer may be used with this product. The use of non-Lexmark surge protection devices may result in a risk of fire, property damage, or poor printer performance.




CAUTION—POTENTIAL INJURY: To reduce the risk of fire, use only a 26 AWG or larger telecommunications (RJ-11) cord when connecting this product to the public switched telephone network. For users in Australia, the cord must be approved by the Australian Communications and Media Authority.





CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not place or use this product near water or wet locations.





CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not set up this product or make any electrical or cabling connections, such as the power cord, fax feature, or telephone, during a lightning storm.


 **CAUTION—POTENTIAL INJURY:** Do not cut, twist, bind, crush, or place heavy objects on the power cord. Do not subject the power cord to abrasion or stress. Do not pinch the power cord between objects such as furniture and walls. If any of these things happen, a risk of fire or electrical shock results. Inspect the power cord regularly for signs of such problems. Remove the power cord from the electrical outlet before inspecting it.


 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, make sure that all external connections (such as Ethernet and telephone system connections) are properly installed in their marked plug-in ports.

 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.


 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, do not use the fax feature during a lightning storm.






 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock when cleaning the exterior of the printer, unplug the power cord from the electrical outlet and disconnect all cables from the printer before proceeding.

 **CAUTION—POTENTIAL INJURY:** If the printer weight is greater than 20 kg (44 lb), then it may require two or more people to lift it safely.

 **CAUTION—POTENTIAL INJURY:** When moving the printer, follow these guidelines to avoid personal injury or printer damage:

- Make sure that all doors and trays are closed.
- Turn off the printer, and then unplug the power cord from the electrical outlet.
- Disconnect all cords and cables from the printer.
- If the printer has separate floor-standing optional trays or output options attached to it, then disconnect them before moving the printer.
- If the printer has a caster base, then carefully roll it to the new location. Use caution when passing over thresholds and breaks in flooring.
- If the printer does not have a caster base but is configured with optional trays or output options, then remove the output options and lift the printer off the trays. Do not try to lift the printer and any options at the same time.
- Always use the handholds on the printer to lift it.
- Any cart used to move the printer must have a surface able to support the full footprint of the printer.
- Any cart used to move the hardware options must have a surface able to support the dimensions of the options.
- Keep the printer in an upright position.
- Avoid severe jarring movements.
- Make sure that your fingers are not under the printer when you set it down.
- Make sure that there is adequate clearance around the printer.

 **CAUTION—TIPPING HAZARD:** Installing one or more options on your printer or MFP may require a caster base, furniture, or other feature to prevent instability causing possible injury. For more information on supported configurations, see www.lexmark.com/multifunctionprinters.

-  **CAUTION—TIPPING HAZARD:** To reduce the risk of equipment instability, load each tray separately. Keep all other trays closed until needed.
-  **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.
-  **CAUTION—PINCH HAZARD:** To avoid the risk of a pinch injury, use caution in areas marked with this label. Pinch injuries may occur around moving parts, such as gears, doors, trays, and covers.
-  **CAUTION—POTENTIAL INJURY:** This product uses a laser. Use of controls or adjustments or performance of procedures other than those specified in the *User's Guide* may result in hazardous radiation exposure.
-  **CAUTION—POTENTIAL INJURY:** The lithium battery in this product is not intended to be replaced. There is a danger of explosion if a lithium battery is incorrectly replaced. Do not recharge, disassemble, or incinerate a lithium battery. Discard used lithium batteries according to the manufacturer's instructions and local regulations.



WARNING

- **INGESTION HAZARD:** This product contains a button cell or coin battery.
- **DEATH** or serious injury can occur if ingested.
- A swallowed button cell or coin battery can cause **Internal Chemical Burns** in as little as **2 hours**.
- **KEEP** new and used batteries **OUT OF REACH of CHILDREN**.
- **Seek immediate medical attention** if a battery is suspected to be swallowed or inserted inside any part of the body.



Remove and immediately recycle or dispose of used batteries according to local regulations and keep away from children. Do not dispose of batteries in household trash or incinerate. Even used batteries may cause severe injury or death. Call a local poison control center for treatment information.

Battery type: CR6821

Nominal battery voltage: 3V

Do not force discharge, recharge, disassemble, heat above 60°C (140°F), or incinerate. Doing so may result in injury due to venting, leakage, or explosion resulting in chemical burns.

This product is designed, tested, and approved to meet strict global safety standards with the use of specific manufacturer's components. The safety features of some parts may not always be obvious. The manufacturer is not responsible for the use of other replacement parts.

Refer service or repairs, other than those described in the user documentation, to a service representative.


This 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.

This product may produce small amounts of ozone during normal operation, and may be equipped with a filter designed to limit ozone concentrations to levels well below the recommended exposure limits. To avoid high ozone concentration levels during extensive usage, install this product in a well-ventilated area and replace the ozone and exhaust filters if instructed to do so in the product maintenance instructions. If there are no references to filters in the product maintenance instructions, then there are no filters requiring replacement for this product.

SAVE THESE INSTRUCTIONS.

Learning about the printer


Finding information about the printer


| What are you looking for? | Find it here |
|---|--|
| Initial setup instructions | See the setup documentation that came with the printer. |
| <ul style="list-style-type: none"> • Printer software • Print or fax driver • Printer firmware • Utility | Go to www.lexmark.com/downloads , search for your printer model, and then in the Type menu, select the driver, firmware, or utility that you need. |
| <ul style="list-style-type: none"> • Selecting and storing paper and specialty media • Loading paper • Configuring printer settings • Viewing and printing documents and photos • Configuring the printer on a network • Caring for and maintaining the printer • Troubleshooting and solving problems | <p>Information Center—Go to https://infoserve.lexmark.com.</p> <p>How-to videos—Go to https://infoserve.lexmark.com/idv/.</p> <p><i>Help Menu Pages</i>—Access the guides on the printer firmware, or go to http://support.lexmark.com.</p> <p><i>Touch Screen Guide</i>—Go to http://support.lexmark.com.</p> |
| Setting up and configuring the accessibility features of your printer | <i>Lexmark Accessibility Guide</i> —Go to http://support.lexmark.com . |
| Help information for using the printer software | <p>Help for Microsoft Windows or Macintosh operating systems—Open a printer software program or application, and then click Help.</p> <p>Click  to view context-sensitive information.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Help is automatically installed with the printer software. • Depending on the operating system, the printer software is either in the printer program folder or on the desktop. |

| What are you looking for? | Find it here |
|---|---|
| <ul style="list-style-type: none"> • Documentation • Live chat support • E-mail support • Voice support | <p>Go to http://support.lexmark.com.</p> <p>Note: Select your country or region, and then select your product to view the appropriate support site.</p> <p>Support contact information for your country or region can be found on the website or on the printed warranty that came with the printer.</p> <p>Have the following information ready when you contact customer support:</p> <ul style="list-style-type: none"> • Place and date of purchase • Machine type and serial number <p>For more information, see “Finding the printer serial number” on page 16.</p> |
| <ul style="list-style-type: none"> • Safety information • Regulatory information • Warranty information • Environmental information | <p>Warranty information varies by country or region:</p> <ul style="list-style-type: none"> • In the U.S.—See the Statement of Limited Warranty included with the printer, or go to http://support.lexmark.com. • In other countries and regions—See the printed warranty that came with the printer. <p><i>Product Information Guide</i>—See the documentation that came with the printer or go to http://support.lexmark.com.</p> |

Selecting a location for the printer

- Leave enough room to open trays, covers, and doors and to install hardware options.
- Set up the printer near an electrical outlet.

 **CAUTION—POTENTIAL INJURY:** To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, do not place or use this product near water or wet locations.

- Make sure that airflow in the room meets the latest revision of the ASHRAE 62 standard or the CEN Technical Committee 156 standard.
- Provide a flat, sturdy, and stable surface.
- Keep the printer:
 - Clean, dry, and free of dust
 - Away from stray staples and paper clips
 - Away from the direct airflow of air conditioners, heaters, or ventilators
 - Free from direct sunlight and humidity extremes
- Observe the temperature range.

| | |
|-----------------------|---------------------------|
| Operating temperature | 10 to 32.2°C (50 to 90°F) |
|-----------------------|---------------------------|

- Allow the following recommended amount of space around the printer for proper ventilation:



| | | |
|---|------------|--|
| 1 | Top | 305 mm (12 in.) |
| 2 | Rear | 102 mm (4 in.) |
| 3 | Right side | 76 mm (3 in.) |
| 4 | Front | 508 mm (20 in.) Note: The minimum space needed in front of the machine is 76 mm (3 in.). |
| 5 | Left side | 76 mm (3 in.) |

Printer configurations

CAUTION—TIPPING HAZARD: Installing one or more options on your printer or MFP may require a caster base, furniture, or other feature to prevent instability causing possible injury. For more information on supported configurations, see www.lexmark.com/multifunctionprinters.

CAUTION—TIPPING HAZARD: To reduce the risk of equipment instability, load each tray separately. Keep all other trays closed until needed.

Depending on your printer model, you can configure your printer by adding an optional 650-sheet duo tray or both the 650-sheet duo tray and 550-sheet tray. For more information, see [“Installing optional trays” on page 273](#).

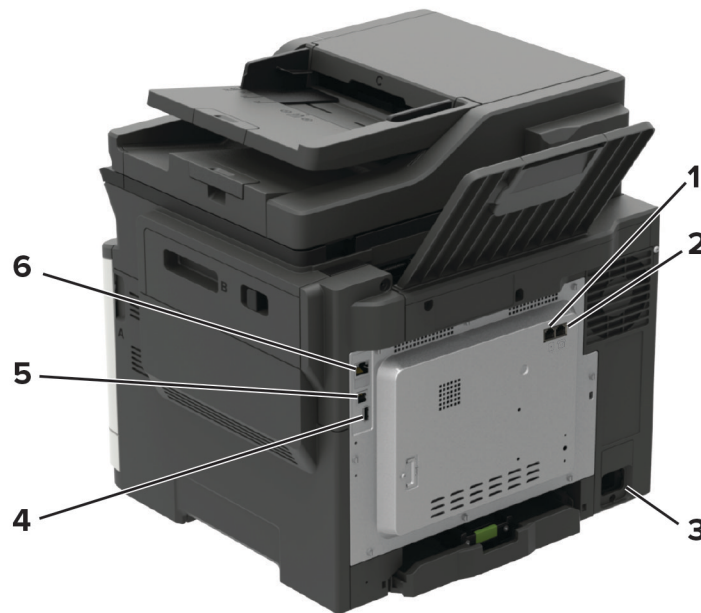


| | |
|---|---|
| 1 | Automatic document feeder (ADF) |
| 2 | ADF tray |
| 3 | Standard bin |
| 4 | ADF bin |
| 5 | Standard 250-sheet tray |
| 6 | Optional 650-sheet duo tray Note: This tray is available only in some printer models. |
| 7 | Optional 550-sheet tray Note: This tray is available only in some printer models. |
| 8 | Manual feeder |
| 9 | Control panel Note: The appearance may vary depending on your printer model. |

Attaching cables

- ⚠ CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, do not set up this product or make any electrical or cabling connections, such as the power cord, fax feature, or telephone, during a lightning storm.
- ⚠ CAUTION—POTENTIAL INJURY:** To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.
- ⚠ CAUTION—POTENTIAL INJURY:** To avoid the risk of fire or electrical shock, use only the power cord provided with this product or the manufacturer's authorized replacement.
- ⚠ CAUTION—POTENTIAL INJURY:** To reduce the risk of fire, use only a 26 AWG or larger telecommunications (RJ-11) cord when connecting this product to the public switched telephone network. For users in Australia, the cord must be approved by the Australian Communications and Media Authority.

Warning—Potential Damage: To avoid loss of data or printer malfunction, do not touch the USB cable, any wireless network adapter, or the printer in the areas shown while actively printing.

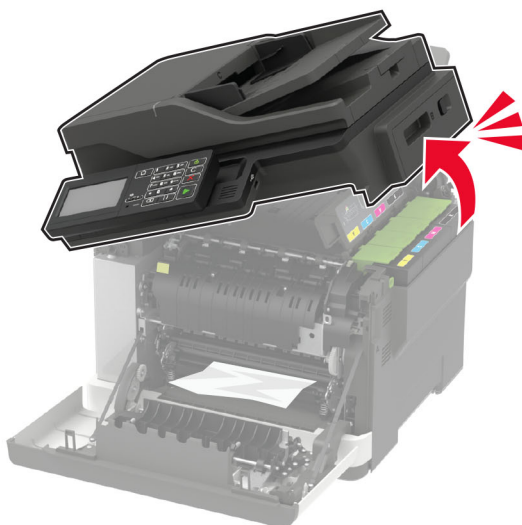


| | Use the | To |
|---|--|--|
| 1 | LINE port Note: Available only in some printer models. | Connect the printer to an active telephone line through a standard wall jack (RJ-11), DSL filter, or VoIP adapter, or any other adapter that allows you to access the telephone line to send and receive faxes. |
| 2 | EXT port Note: Available only in some printer models. | Connect more devices (telephone or answering machine) to the printer and the telephone line. Use this port if you do not have a dedicated fax line for the printer and if this connection method is supported in your country or region. |
| 3 | Power cord socket | Connect the printer to a properly grounded electrical outlet. |

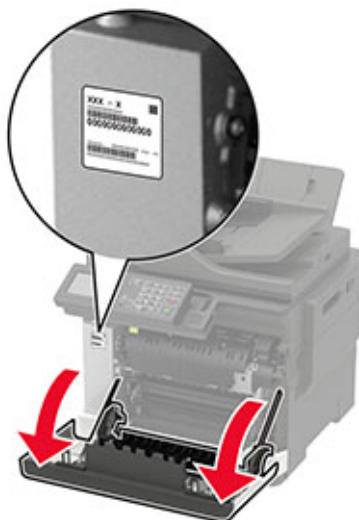
| | Use the | To |
|---|---|---|
| 4 | USB port Note: Available only in some printer models. | Attach a keyboard or any compatible option. |
| 5 | USB printer port | Connect the printer to a computer. |
| 6 | Ethernet port | Connect the printer to a network. |

Finding the printer serial number

- 1 Open door A.

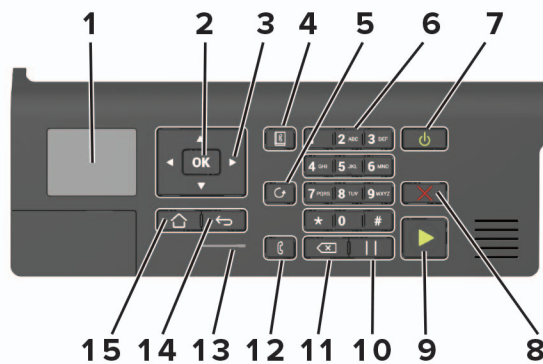


2 Locate the serial number at the left side of the printer.



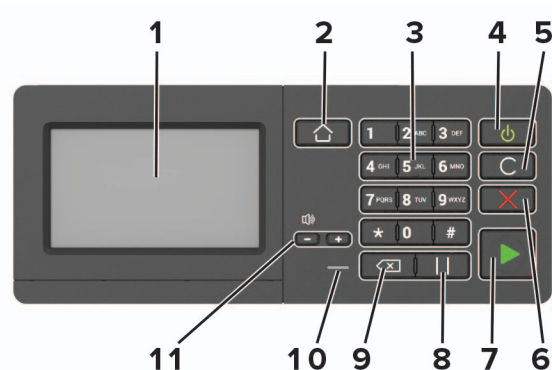
Using the control panel

Lexmark CX421, MC2325, and MC2425 MFPs



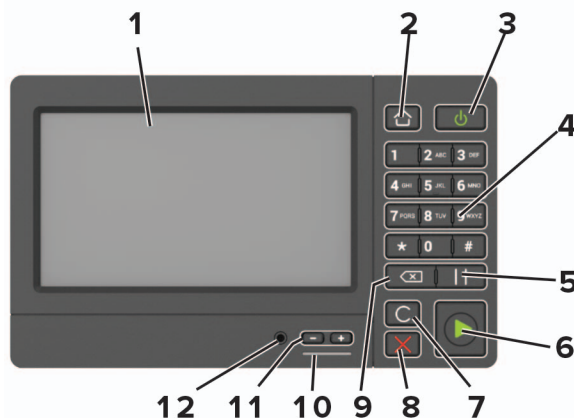
| | Use the | To |
|----|-----------------------|---|
| 1 | Display | View printing options, printer status, and error messages. |
| 2 | Select button | <ul style="list-style-type: none"> Select a menu option. Save the changes in a setting. |
| 3 | Arrow buttons | <ul style="list-style-type: none"> Scroll through the menus or move between screens and menu options. Adjust the numeric value of a setting. |
| 4 | Address book button | View the stored addresses. |
| 5 | Redial button | View the last number dialed. |
| 6 | Numeric keypad | Enter numbers or symbols in an input field. |
| 7 | Power button | <ul style="list-style-type: none"> Turn on or turn off the printer. <p>Note: To turn off the printer, press and hold the power button for five seconds.</p> <ul style="list-style-type: none"> Set the printer to Sleep or Hibernate mode. Wake the printer from Sleep or Hibernate mode. |
| 8 | Stop or Cancel button | Stop the current printer task. |
| 9 | Start button | Start a printer task, depending on which mode is selected. |
| 10 | Pause button | Place a dial pause in a fax number. |
| 11 | Backspace button | Move the cursor backward and delete a character in an input field. |
| 12 | Fax button | Send faxes. |
| 13 | Indicator light | Check the printer status. |
| 14 | Back button | Return to the previous screen. |
| 15 | Home button | Go to the home screen. |

Lexmark CX522, CX622, MC2535, MC2640, and XC2235 MFPs



| | Use the | To |
|----|---------------------------|--|
| 1 | Display | <ul style="list-style-type: none"> View the printer messages and supply status. Set up and operate the printer. |
| 2 | Home button | Go to the home screen. |
| 3 | Numeric keypad | Enter numbers or symbols in an input field. |
| 4 | Power button | <ul style="list-style-type: none"> Turn on or turn off the printer. Note: To turn off the printer, press and hold the power button for five seconds. Set the printer to Sleep or Hibernate mode. Wake the printer from Sleep or Hibernate mode. |
| 5 | Clear all or Reset button | Reset the default settings of a function such as copying, faxing, or scanning. |
| 6 | Stop or Cancel button | Stop the current printer task. |
| 7 | Start button | Start a job, depending on which mode is selected. |
| 8 | Pause button | Place a dial pause in a fax number. |
| 9 | Backspace button | Move the cursor backward and delete a character in an input field. |
| 10 | Indicator light | Check the printer status. |
| 11 | Volume buttons | Adjust the speaker volume. |

Lexmark CX625 and XC4240 MFPs



| | Use the | To |
|----|---------------------------|--|
| 1 | Display | <ul style="list-style-type: none"> View the printer messages and supply status. Set up and operate the printer. |
| 2 | Home button | Go to the home screen. |
| 3 | Power button | <ul style="list-style-type: none"> Turn on or turn off the printer. Note: To turn off the printer, press and hold the power button for five seconds. Set the printer to Sleep or Hibernate mode. Wake the printer from Sleep or Hibernate mode. |
| 4 | Numeric keypad | Enter numbers or symbols in an input field. |
| 5 | Pause button | Place a dial pause in a fax number. |
| 6 | Start button | Start a job, depending on which mode is selected. |
| 7 | Clear all or Reset button | Reset the default settings of a function such as copying, faxing, or scanning. |
| 8 | Stop or Cancel button | Stop the current printer task. |
| 9 | Backspace button | Move the cursor backward and delete a character in an input field. |
| 10 | Indicator light | Check the status of the printer. |
| 11 | Volume buttons | Adjust the speaker volume. |
| 12 | Speaker port | Attach a speaker. |

Understanding the status of the power button and indicator light

| Indicator light | Printer status |
|-----------------|--|
| Off | The printer is off or in Hibernate mode. |
| Blue | The printer is ready or processing data. |

| Indicator light | Printer status |
|-----------------|---|
| Red | The printer requires user intervention. |

| Power button light | Printer status |
|--------------------|--|
| Off | The printer is off, ready, or processing data. |
| Solid amber | The printer is in Sleep mode. |
| Blinking amber | The printer is in Hibernate mode. |

Setting up and using the home screen applications

Note: These applications are supported only in some printer models.

Using the home screen

Note: Your home screen may vary depending on your home screen customization settings, administrative setup, and active embedded solutions.



| Touch | | To |
|-------|-----------------|---|
| 1 | Copy | Make copies. |
| 2 | E-mail | Send e-mails. |
| 3 | Settings | Access the printer menus. |
| 4 | Fax | Send fax. |
| 5 | Address Book | Manage a contact list that other applications on the printer can access. |
| 6 | Status/Supplies | <ul style="list-style-type: none"> Show a printer warning or error message whenever the printer requires intervention to continue processing. View more information on the printer warning or message, and on how to clear it. <p>Note: You can also access this setting by touching the top section of the home screen.</p> |
| 7 | USB Drive | <ul style="list-style-type: none"> Print photos and documents from a flash drive. Scan photos and documents to a flash drive |
| 8 | Job Queue | Show all the current print jobs. Note: You can also access this setting by touching the top section of the home screen. |
| 9 | Held Jobs | Show the print jobs that are held in the printer memory. |
| 10 | Shortcut Center | Organize all shortcuts. |
| 11 | App Profiles | Access application profiles. |
| 12 | Scan Profiles | Scan and save documents directly to the computer. |

| Touch | | To |
|-------|-----------------|--|
| 13 | FTP | Scan and save documents directly to an FTP server. |
| 14 | Bookmarks | Organize all bookmarks. |
| 15 | Change Language | Change the language on the display. |

Customizing the home screen

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Settings > Device > Visible Home Screen Icons**.

3 Select the icons that you want to appear on the home screen.

4 Apply the changes.

Supported applications

| Application | Printer models |
|-----------------------|---|
| Scan Center | CX522, CX622, CX625, MC2535, MC2640, XC2235, XC4240 |
| Shortcut Center | CX522, CX622, CX625, MC2535, MC2640, XC2235, XC4240 |
| Card Copy | CX522, CX622, CX625, MC2535, MC2640, XC2235, XC4240 |
| Display Customization | CX522, CX622, CX625, MC2535, MC2640, XC2235, XC4240 |
| Cloud Connector | MC2535, MC2640, XC2235, XC4240 |
| Customer Support | XC2235, XC4240 |
| Device Quotas | XC2235, XC4240 |
| QR Code | XC2235, XC4240 |
| Eco-Settings | XC2235, XC4240 |

Setting up Card Copy

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Apps > Card Copy > Configure**.

Notes:

- Make sure that Display Icon is enabled.
- Make sure that E-mail Settings and Network Share Settings are configured.
- When scanning a card, make sure that the scan resolution does not exceed 200 dpi for color and 400 dpi for black and white.
- When scanning multiple cards, make sure that the scan resolution does not exceed 150 dpi for color and 300 dpi for black and white.

3 Apply the changes.

Note: You need a printer hard disk to scan multiple cards.

Creating a shortcut

1 From the home screen, touch **Shortcut Center**.

Note: The icon and name may have been changed. For more information, contact your administrator.

2 Select a printer function, and then touch **Create Shortcut**.

Note: The Secure E-mail function is not supported.

3 Configure the settings, and then touch **Save**.

4 Type a unique shortcut name.

Note: To avoid clipped names on the home screen, type only up to 25 characters.

5 Touch **OK**.

The application automatically generates a unique shortcut number. To launch the shortcut, press **#** and then the shortcut number.

Using Display Customization

Before using the application, make sure to do the following:

- From the Embedded Web Server, click **Apps > Display Customization > Configure**.
- Enable and configure the screen saver, slideshow, and wallpaper settings.

Managing screen saver and slide show images

1 From the Screen Saver and Slideshow Images section, add, edit, or delete an image.

Notes:

- You can add up to 10 images.
- When enabled, the status icons appear on the screen saver only when there are errors, warnings, or cloud-based notifications.

2 Apply the changes.

Changing the wallpaper image

- 1 From the home screen, touch **Change Wallpaper**.
- 2 Select an image to use.
- 3 Apply the changes.

Running a slide show from a flash drive

- 1 Insert a flash drive into the USB port.
- 2 From the home screen, touch **Slideshow**.
Images appear in alphabetical order.

Note: You can remove the flash drive after the slide show starts, but the images are not stored in the printer. If the slide show stops, then insert the flash drive again to view the images.

Setting up Scan Center

- 1 From the home screen, touch **Scan Center**.
- 2 Select and create a destination, and then configure the settings.

Notes:

- When creating a network destination, make sure to validate and adjust the settings until no errors occur.
- Only destinations created from the Embedded Web Server are saved. For more information, see the documentation that came with the solution.

- 3 Apply the changes.

Setting up Device Quotas

Notes:

- This application is supported only in some printer models. For more information, see [“Supported applications” on page 23](#).
- You may need administrative rights to access the application.

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Apps > Device Quotas > Configure**.
- 3 In the User Accounts section, add or edit a user, and then set the user quota.
- 4 Apply the changes.

Note: For information on how to configure the application and its security settings, see the *Device Quotas Administrator's Guide*.

Using QR Code Generator

Notes:

- This application is supported only in some printer models. For more information, see [“Supported applications” on page 23](#).
- You may need administrative rights to access the application.

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Apps > QR Code Generator > Configure**.

3 Do either of the following:

- Select a default QR code value.
- Type a QR code value.

4 Apply the changes.

Configuring Eco-Settings

Note: This application is supported only in some printer models. For more information, see [“Supported applications” on page 23](#).

1 From the home screen, touch **Eco-Settings**.

2 Configure the Eco-Mode settings or schedule a power-saving mode.

Using Customer Support

Note: This application is supported only in some printer models. For more information, see [“Supported applications” on page 23](#).


1 From the home screen, touch **Customer Support**.

2 Print or e-mail the information.

Note: For information on configuring the application settings, see the *Customer Support Administrator's Guide*.

Creating a Cloud Connector profile

We recommend logging in to the printer before you create a profile. To enable a login method, see the *Embedded Web Server - Security Admin Guide*.

- 1 From the home screen, touch **Cloud Connector**.
- 2 Select a cloud service provider.
- 3 Touch **Create a Profile** or .
- 4 Type a unique profile name.
- 5 If necessary, enter a PIN.
Note: When using the printer as guest, protect the profile with a PIN.
- 6 Touch **Create**, and then take note of the authorization code.
Note: The authorization code is valid only for 24 hours.
- 7 Open a web browser, and then go to <https://lexmark.cloud-connect.co>.
- 8 Click **Next**, and then accept the Terms of Use.
- 9 Enter the authorization code, and then click **Connect**.
- 10 Log in to your cloud service provider account.
- 11 Grant permissions.

Note: To complete the authorization process, open the profile within 72 hours.

Managing bookmarks

Creating bookmarks

Use bookmarks to print frequently accessed documents that are stored in servers or on the web.

- 1 Open a web browser, and then type the printer IP address in the address field.
Notes:
 - View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
 - If you are using a proxy server, then temporarily disable it to load the web page correctly.
- 2 Click **Bookmark Setup** > **Add Bookmark**, and then type a unique name for the bookmark.
- 3 Select an Address protocol type, and then do one of the following:
 - For HTTP and HTTPS, type the URL that you want to bookmark.
 - For HTTPS, make sure to use the host name instead of the IP address. For example, type **myWebsite.com/sample.pdf** instead of typing **123.123.123.123/sample.pdf**. Make sure that the host name also matches the Common Name (CN) value in the server certificate. For more information on obtaining the CN value in the server certificate, see the help information for your web browser.

- For FTP, type the FTP address. For example, **myServer/myDirectory**. Enter the FTP port. Port 21 is the default port for sending commands.
- For SMB, type the network folder address. For example, **myServer/myShare/myFile.pdf**. Type the network domain name.
- If necessary, select the Authentication type for FTP and SMB.

To limit access to the bookmark, enter a PIN.

Note: The application supports the following file types: PDF, JPEG, TIFF, and HTML-based web pages. Other file types such as DOCX and XLXS are supported in some printer models.

4 Click **Save**.

Note: To manage bookmarks, click **Bookmark Setup**.

Creating folders

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Bookmark Setup > Add Folder**, and then type a unique name for the folder.

Note: To limit access to the folder, enter a PIN.

3 Click **Save**.

Notes:

- You can create folders or bookmarks inside a folder. To create a bookmark, see [“Creating bookmarks” on page 27](#).
- To manage folders, click **Bookmark Setup**.

Managing contacts

Adding contacts

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Address Book**.

3 From the Contacts section, add a contact.

Note: You can assign the contact to one or more groups.

- 4 If necessary, specify a login method to allow application access.
- 5 Apply the changes.

Adding groups

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Address Book**.
- 3 From the Contact Groups section, add a group name.

Note: You can assign one or more contacts to the group.

- 4 Apply the changes.

Editing contacts or groups

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Address Book**.
- 3 Do either of the following:
 - From the Contacts section, click a contact name, and then edit the information.
 - From the Contact Groups section, click a group name, and then edit the information.
- 4 Apply the changes.

Deleting contacts or groups

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Address Book**.
- 3 Do either of the following:
 - From the Contacts section, select a contact that you want to delete.
 - From the Contact Groups section, select a group name that you want to delete.

Setting up and using the accessibility features

Notes:

- These features are supported only in some printer models.
- For more information on the accessibility features of your printer model, see the Accessibility Guide at <http://support.lexmark.com>.

Enabling Magnification mode

- 1 From the control panel, press and hold the **5** key until you hear a voice message.
- 2 Select **Magnification mode**.
- 3 Select **OK**.

For more information on navigating a magnified screen, see [“Navigating the screen using gestures” on page 30](#).

Activating Voice Guidance

From the control panel

- 1 Press and hold the **5** key until you hear a voice message.
- 2 Select **OK**.

From the keyboard

- 1 Press and hold the **5** key until you hear a voice message.
- 2 Press **Tab** to navigate the focus cursor to the OK button, and then press **Enter**.

Notes:

- Voice Guidance is also activated when you insert headphones into the headphone jack.
- To adjust the volume, use the volume buttons at the bottom part of the control panel.

Adjusting the Voice Guidance speech rate

- 1 From the home screen, select **Settings > Device > Accessibility > Speech Rate**.
- 2 Select the speech rate.

Navigating the screen using gestures

Notes:

- The gestures are applicable only when Voice Guidance is activated.

- Enable Magnification to use the zoom and pan gestures.
- Use a physical keyboard to type characters and adjust certain settings.

| Gesture | Function |
|---------------------------|--|
| Double-tap | Select an option or item on the screen. |
| Triple-tap | Zoom in or zoom out text and images. |
| Swipe right or swipe down | Move to the next item on the screen. |
| Swipe left or swipe up | Move to the previous item on the screen. |
| Pan | Access parts of the zoomed image that are beyond the limits of the screen. Note: This gesture requires the use of two fingers to drag across a zoomed image. |
| Swipe up then left | Exit an application and return to the home screen. |
| Swipe down then left | <ul style="list-style-type: none"> • Cancel a job. • Go back to the previous setting. • Exit the screen that appears without changing any setting or value. |
| Swipe up then down | Repeat a spoken prompt. |

Using the keyboard on the display

Do one or more of the following:

- Drag a finger over the key to announce the character.
- Lift the finger to enter or type the character in the field.
- Select **Backspace** to delete characters.
- To hear the content in the input field, select **Tab**, and then select **Shift + Tab**.

Enabling spoken passwords or personal identification numbers

- 1 From the home screen, select **Settings** > **Device** > **Accessibility** > **Speak Passwords/PINs**.
- 2 Enable the setting.

Loading paper and specialty media

Setting the paper size and type

- 1 From the control panel, navigate to:
Settings > Paper > Tray Configuration > Paper Size/Type > select a paper source

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Set the paper size and type.


Configuring Universal paper settings

- 1 From the control panel, navigate to:
Settings > Paper > Media Configuration > Universal Setup

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Configure the settings.

Loading trays

 **CAUTION—TIPPING HAZARD:** To reduce the risk of equipment instability, load each tray separately. Keep all other trays closed until needed.

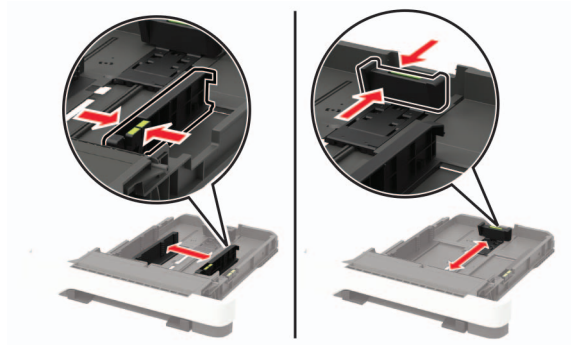
- 1 Remove the tray.

Note: To avoid paper jams, do not remove trays while the printer is busy.

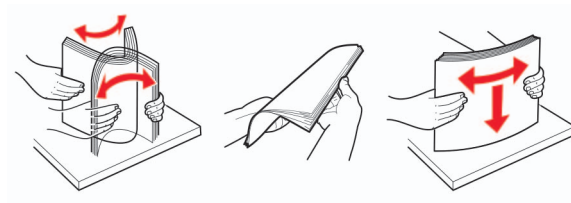


- 2 Adjust the guides to match the size of the paper that you are loading.

Note: Use the indicators on the bottom of the tray to position the guides.



3 Flex, fan, and align the paper edges before loading.

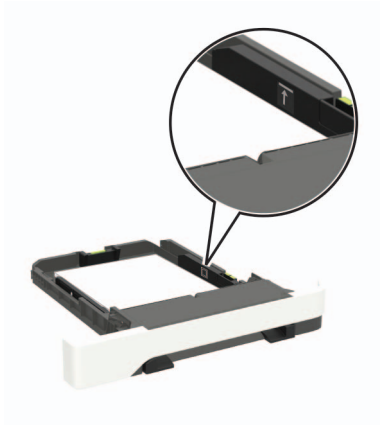


4 Load the paper stack with the printable side faceup, and then make sure that the side guides fit snugly against the paper.



Notes:

- Load letterhead faceup with the header toward the front of the tray for one-sided printing.
- Load letterhead facedown with the header toward the back of the tray for two-sided printing.
- Do not slide paper into the tray.
- To avoid paper jams, make sure that the stack height is below the maximum paper fill indicator.



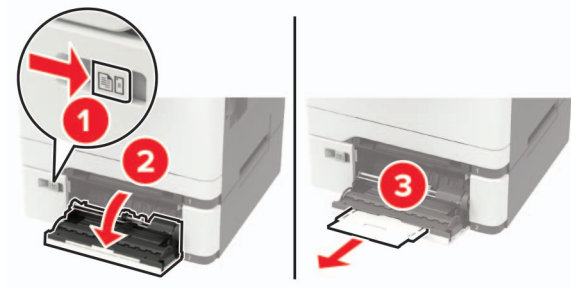
5 Insert the tray.

If necessary, set the paper size and paper type from the control panel to match the paper loaded.

Loading the multipurpose feeder

1 Open the multipurpose feeder.

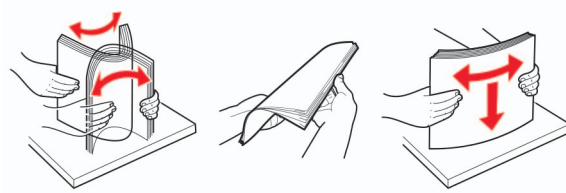
Note: The multipurpose feeder is available only in some printer models.



2 Adjust the guide to match the size of the paper that you are loading.



3 Flex, fan, and align the paper edges before loading.



4 Load paper with the printable side facedown.

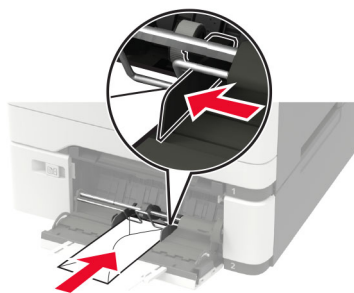
- Load letterhead with the printable side facedown and the top edge entering the printer first for one-sided printing.



- Load letterhead with the printable side faceup and the top edge entering the printer last for two-sided printing.



- Load envelopes with the flap side up and against the right side of the paper guide.



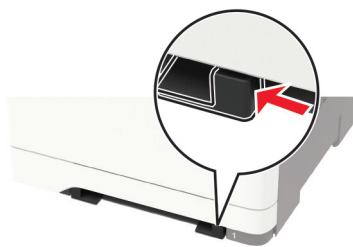
Warning—Potential Damage: Do not use envelopes with stamps, clasps, snaps, windows, coated linings, or self-stick adhesives.

5 From the control panel, set the paper size and paper type to match the paper loaded.

Loading the manual feeder

1 Adjust the edge guides to match the width of the paper that you are loading.

Note: Make sure that the guides fit snugly against the paper, but not too tight as to cause the paper to buckle.



2 Load a sheet of paper with the printable side facedown.

Note: Make sure that the paper is loaded straight to avoid skewed or crooked print.

- Load letterhead with the printable side facedown and the top edge entering the printer first for one-sided printing.



- Load letterhead with the printable side faceup and the top edge entering the printer last for two-sided printing.



- Load envelope with the flap side up and against the right side of the paper guide.



3 Feed the paper until its leading edge gets pulled in.

Warning—Potential Damage: To avoid paper jams, do not force paper into the manual feeder.

Linking trays

1 From the control panel, navigate to:

Settings > Paper > Tray Configuration

For non-touch-screen printer models, press  to navigate through the settings.

2 Select a paper source.

3 Set the same paper size and paper type for the trays that you are linking.

4 From the control panel, navigate to:

Settings > Device > Maintenance > Config Menu > Tray Configuration

5 Set Tray Linking to **Automatic**.

Note: To unlink trays, make sure that no trays have the same paper size and paper type settings.

Warning—Potential Damage: The temperature of the fuser varies according to the specified paper type. To avoid printing issues, match the paper type setting in the printer with the paper loaded in the tray.

Paper support

Supported paper sizes

Note: Your printer model may have a 650-sheet duo tray, which consists of a 550-sheet tray and an integrated 100-sheet multipurpose feeder. The 550-sheet tray of the 650-sheet duo tray supports the same paper sizes as the optional 550-sheet tray. The integrated multipurpose feeder supports different paper sizes, types, and weights.

| Paper size and dimension | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|--|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| A4 210 x 297 mm (8.27 x 11.7 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| A5^{1,2} 148 x 210 mm (5.83 x 8.27 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| A6 105 x 148 mm (4.13 x 5.83 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| JIS B5 182 x 257 mm (7.17 x 10.1 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Letter 215.9 x 279.4 mm (8.5 x 11 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Legal 215.9 x 355.6 mm (8.5 x 14 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Executive 184.2 x 266.7 mm (7.25 x 10.5 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Oficio (Mexico) 215.9 x 340.4 mm (8.5 x 13.4 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

¹ Load this paper size into tray 1 and the manual feeder with the long edge entering the printer first.

² Load this paper size into tray 2, tray 3, and the multipurpose feeder with the short edge entering the printer first.

³ When Universal is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

⁴ Load narrow paper with the short edge entering the printer first.

⁵ When Other Envelope is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

| Paper size and dimension | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|---|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| Folio 215.9 x 330.2 mm (8.5 x 13 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Statement 139.7 x 215.9 mm (5.5 x 8.5 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| Hagaki 100 x 148 mm (3.94 x 5.83 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| Universal ^{3,4} 98.4 x 148 mm to 215.9 x 355.6 mm (3.87 x 5.83 in. to 8.5 x 14 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| Universal ^{3,4} 76.2 x 127 mm to 215.9 x 355.6 mm (3 x 5 in. to 8.5 x 14 in.) | ✗ | ✓ | ✗ | ✓ | ✗ | ✗ |
| Universal ^{3,4} 148 x 210 mm to 215.9 x 355.6 mm (5.83 x 8.27 in. to 8.5 x 14 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Universal ^{3,4} 210 x 250 mm to 215.9 x 355.6 mm (8.27 x 9.84 in. to 8.5 x 14 in.) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| 7 3/4 Envelope 98.4 x 190.5 mm (3.875 x 7.5 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| 9 Envelope 98.4 x 225.4 mm (3.875 x 8.9 in.) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |

¹ Load this paper size into tray 1 and the manual feeder with the long edge entering the printer first.

² Load this paper size into tray 2, tray 3, and the multipurpose feeder with the short edge entering the printer first.

³ When Universal is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

⁴ Load narrow paper with the short edge entering the printer first.

⁵ When Other Envelope is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

| Paper size and dimension | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|--|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| 10 Envelope 104.8 x 241.3 mm (4.12 x 9.5 in.) | ✓ | ✓ | X | ✓ | X | X |
| DL Envelope 110 x 220 mm (4.33 x 8.66 in.) | ✓ | ✓ | X | ✓ | X | X |
| C5 Envelope 162 x 229 mm (6.38 x 9.01 in.) | ✓ | ✓ | X | ✓ | X | X |
| B5 Envelope 176 x 250 mm (6.93 x 9.84 in.) | ✓ | ✓ | X | ✓ | X | X |
| Monarch 98.425 x 190.5 mm (3.875 x 7.5 in.) | ✓ | ✓ | X | ✓ | X | X |
| Other Envelope⁵ 98.4 x 162 mm to 176 x 250 mm (3.87 x 6.38 in. to 6.93 x 9.84 in.) | ✓ | ✓ | X | ✓ | X | X |

¹ Load this paper size into tray 1 and the manual feeder with the long edge entering the printer first.

² Load this paper size into tray 2, tray 3, and the multipurpose feeder with the short edge entering the printer first.

³ When Universal is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

⁴ Load narrow paper with the short edge entering the printer first.

⁵ When Other Envelope is selected, the page is formatted for 215.9 x 355.6 mm (8.5 x 14 in.) unless the size is specified by the software application.

Supported paper types

Notes:

- Your printer model may have a 650-sheet duo tray, which consists of a 550-sheet tray and an integrated 100-sheet multipurpose feeder. The 550-sheet tray of the 650-sheet duo tray supports the same paper type as the 550-sheet tray. The integrated multipurpose feeder supports different paper sizes, types, and weights.
- Labels, envelopes, and card stock always print at 25 pages per minute.
- The ADF supports only plain paper.

| Paper type | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|--------------|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| Plain paper | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Card stock | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Envelopes | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |
| Paper labels | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Vinyl labels | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |

Supported paper weights

Supported paper weights

Notes:

- Your printer model may have a 650-sheet duo tray, which consists of a 550-sheet tray and an integrated 100-sheet multipurpose feeder. The 550-sheet tray of the 650-sheet duo tray supports the same paper types as the 550-sheet tray. The integrated multipurpose feeder supports different paper sizes, types, and weights.
- Labels, envelopes, and card stock always print at 25 pages per minute.
- The ADF supports 52–120 g/m² (14–32 lb bond) paper.

| Paper type and weight | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|--|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| Light paper¹ 60–74.9 g/m ² grain long (16– 19.9-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Plain paper 75–90.3 g/m ² grain long (20– 24-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |

¹ Paper less than 75 g/m² (20 lb) must be printed with Paper Type set to Light Paper. Failure to do so may cause excessive curl which can lead to feeding errors, especially in more humid environments.

² Labels and other specialty media are supported for occasional use and must be tested for acceptability.

³ Paper labels up to 105 g/m² (28-lb bond) are supported.

⁴ 100% cotton content maximum weight is 24-lb bond.

⁵ 28-lb bond envelopes are limited to 25% cotton content.

| Paper type and weight | Standard 250-sheet tray | Manual feeder | Optional 650-sheet duo tray | | Optional 550-sheet tray | Two-sided printing |
|---|-------------------------|---------------|-----------------------------|---------------------|-------------------------|--------------------|
| | | | 550-sheet tray | Multipurpose feeder | | |
| Heavy paper 90.3–105 g/m ² grain long (24.1– 28-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ |
| Card stock 105.1–162 g/m ² grain long (28.1– 43-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Card stock 105.1–200 g/m ² grain long (28.1– 53-lb bond) | ✓ | ✓ | ✗ | ✗ | ✗ | ✗ |
| Paper Labels² 131 g/m ² (35-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✓ ³ |
| Vinyl Labels² 131 g/m ² (35-lb bond) | ✓ | ✓ | ✓ | ✓ | ✓ | ✗ |
| Envelopes^{4,5} 60–105 g/m ² (16– 28-lb bond) | ✓ | ✓ | ✗ | ✓ | ✗ | ✗ |

¹ Paper less than 75 g/m² (20 lb) must be printed with Paper Type set to Light Paper. Failure to do so may cause excessive curl which can lead to feeding errors, especially in more humid environments.

² Labels and other specialty media are supported for occasional use and must be tested for acceptability.

³ Paper labels up to 105 g/m² (28-lb bond) are supported.

⁴ 100% cotton content maximum weight is 24-lb bond.

⁵ 28-lb bond envelopes are limited to 25% cotton content.

Printing

Printing from a computer

Note: For labels, card stock, and envelopes, set the paper size and type in the printer before printing the document.

- 1 From the document that you are trying to print, open the Print dialog.
- 2 If necessary, adjust the settings.
- 3 Print the document.

Printing from a mobile device

Printing from a mobile device using Lexmark Mobile Print

Printing from a mobile device using Lexmark Mobile Print

Lexmark™ Mobile Print allows you to send documents and images directly to a supported Lexmark printer.

- 1 Open the document, and then send or share the document to Lexmark Mobile Print.



Note: Some third-party applications may not support the send or share feature. For more information, see the documentation that came with the application.

- 2 Select a printer.
- 3 Print the document.

Printing from a mobile device using Mopria Print Service

Mopria® Print Service is a mobile printing solution for mobile devices running on Android™ version 5.0 or later. It allows you to print directly to any Mopria-certified printer.

Note: Make sure that you download the Mopria Print Service application from the Google Play™ store and enable it in the mobile device.

- 1 From your Android mobile device, launch a compatible application or select a document from your file manager.
- 2 Tap  > **Print**.
- 3 Select a printer, and then adjust the settings, if necessary.
- 4 Tap .

Printing from a mobile device using AirPrint

The AirPrint software feature is a mobile printing solution that allows you to print directly from Apple devices to an AirPrint-certified printer.

Notes:

- Make sure that the Apple device and the printer are connected to the same network. If the network has multiple wireless hubs, then make sure that both devices are connected to the same subnet.
- This application is supported only in some Apple devices.

1 From your mobile device, select a document from your file manager or launch a compatible application.

2 Tap  > **Print**.

3 Select a printer, and then adjust the settings, if necessary.

4 Print the document.




Printing from a mobile device using Wi-Fi Direct®

Wi-Fi Direct® is a printing service that lets you print to any Wi-Fi Direct-ready printer.

Note: Make sure that the mobile device is connected to the printer wireless network. For more information, see [“Connecting a mobile device to the printer” on page 172](#).

1 From your mobile device, launch a compatible application or select a document from your file manager.

2 Depending on your mobile device, do one of the following:

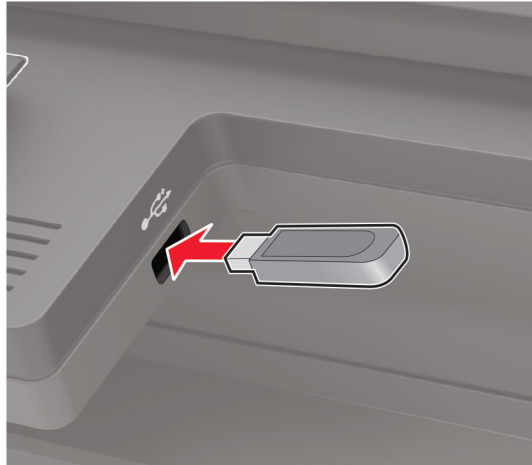
- Tap  > **Print**.
- Tap  > **Print**.
- Tap  > **Print**.

3 Select a printer, and then adjust the settings, if necessary.

4 Print the document.

Printing from a flash drive

- 1 Insert the flash drive.



Notes:

- If you insert the flash drive when an error message appears, then the printer ignores the flash drive.
- If you insert the flash drive while the printer is processing other print jobs, then **Busy** appears on the display.

- 2 Select the document that you want to print.

If necessary, configure other print settings.

- 3 Print the document.

To print another document, select **USB Drive**.

Warning—Potential Damage: To avoid loss of data or printer malfunction, do not touch the flash drive or the printer in the area shown while actively printing, reading, or writing from the memory device.



Supported flash drives and file types

Flash drives

- Lexar JumpDrive S70 (16GB and 32GB)
- SanDisk Cruzer (16GB and 32GB)
- PNY Attache (16GB and 32GB)

Notes:

- The printer supports high-speed USB flash drives with full-speed standard.
- USB flash drives must support the File Allocation Table (FAT) system.

File types

Documents

- PDF (version 1.7 or earlier)
- XPS
- Microsoft file formats (.doc, .docx, .xls, .xlsx, .ppt, .pptx) are supported only in some printer models.

Images

- .dcx
- .gif
- .JPEG or .jpg
- .bmp
- .pcx
- .TIFF or .tif
- .png

Configuring confidential jobs

1 From the control panel, navigate to:

Settings > Security > Confidential Print Setup

For non-touch-screen printer models, press  to navigate through the settings.

2 Configure the settings.


| Use | To |
|-----------------------------|--|
| Max Invalid PIN | Set the number of times an invalid PIN can be entered. Note: When the limit is reached, the print jobs for that user name are deleted. |
| Confidential Job Expiration | Set the expiration time for confidential print jobs. Note: Confidential held jobs are stored in the printer until they are released or deleted manually. |
| Repeat Job Expiration | Set the expiration time for a repeat print job. Note: Repeat held jobs are stored in the printer memory for reprinting. |

| Use | To |
|-----------------------------|--|
| Verify Job Expiration | Set the expiration time that the printer prints a copy before printing the remaining copies. Note: Verify jobs print one copy to check if it is satisfactory before printing the remaining copies. |
| Reserve Job Expiration | Set the expiration time that the printer stores print jobs. Note: Reserve held jobs are automatically deleted after printing. |
| Require All Jobs to be Held | Set the printer to hold all print jobs. |
| Keep duplicate documents | Set the printer to print all documents with the same file name. |

Printing confidential and other held jobs

For Windows users

- 1 With a document open, click **File > Print**.
- 2 Select a printer, and then click **Properties, Preferences, Options, or Setup**.
- 3 Click **Print and Hold**.
- 4 Select **Use Print and Hold**, and then assign a user name.
- 5 Select the print job type (Confidential, Repeat, Reserve, or Verify).
If you select **Confidential**, then secure the print job with a personal identification number (PIN).
- 6 Click **OK** or **Print**.
- 7 From the printer control panel, release the print job.
 - For confidential print jobs, navigate to:
Held jobs > select your user name > Confidential > enter the PIN > select the print job > configure the settings > Print
 - For other print jobs, navigate to:
Held jobs > select your user name > select the print job > configure the settings > Print

Note: For non-touch-screen printer models, press  to navigate through the settings.

For Macintosh users

Using AirPrint

- 1 With a document open, choose **File > Print**.
- 2 Select a printer, and then from the drop-down menu following the Orientation menu, choose **PIN Printing**.
- 3 Enable **Print with PIN**, and then enter a four-digit PIN.

- 4 Click **Print**.
- 5 From the printer control panel, release the print job. Navigate to:
Held jobs > select your computer name > **Confidential** > enter the PIN > select the print job > **Print**

For non-touch-screen printer models, press  to navigate through the settings.

Using the print driver

- 1 With a document open, choose **File** > **Print**.
- 2 Select a printer, and then from the drop-down menu following the Orientation menu, choose **Print and Hold**.
- 3 Choose **Confidential Print**, and then enter a four-digit PIN.
- 4 Click **Print**.
- 5 From the printer control panel, release the print job. Navigate to:
Held jobs > select your computer name > **Confidential** > select the print job > enter the PIN > **Print**

For non-touch-screen printer models, press  to navigate through the settings.


Printing from a Cloud Connector profile

Printing from a Cloud Connector profile

This feature is available only in some printer models.

- 1 From the home screen, touch **Cloud Connector**.
- 2 Select a cloud service provider, and then select a profile.
Note: For more information on creating a Cloud Connector profile, see [“Creating a Cloud Connector profile” on page 27](#).
- 3 Touch **Print**, and then select a file.
If necessary, change the settings.
Note: Make sure to select a supported file.
- 4 Print the document.

Printing a font sample list

- 1 From the control panel, navigate to:
Settings > **Reports** > **Print** > **Print Fonts**
For non-touch-screen printer models, press  to navigate through the settings.
- 2 Select a font sample.

Printing a directory list



From the control panel, navigate to:

Settings > Reports > Print > Print Directory

For non-touch-screen printer models, press  to navigate through the settings.

Copying

Using the automatic document feeder and scanner glass

| Automatic document feeder (ADF) | Scanner glass |
|---|--|
|  <ul style="list-style-type: none"> • Use the ADF for multiple-page or two-sided documents. • Load an original document faceup. For multiple-page documents, make sure to align the leading edge before loading. • Make sure to adjust the ADF guides to match the width of the paper that you are loading. |  <ul style="list-style-type: none"> • Use the scanner glass for single-page documents, book pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings). • Place the document facedown in the corner with the arrow. |

Making a copy

Making a copy

- 1 Load an original document into the ADF tray or on the scanner glass.

Note: To avoid a cropped image, make sure that the original document and the output have the same paper size.

- 2 From the control panel, select **Copy**, and then specify the number of copies.
If necessary, adjust the other settings.
- 3 Copy the document.

Note: To make a quick copy, from the control panel, press .

Copying photos


- 1 Place a photo on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Content > Content Type > Photo

For non-touch-screen printer models, press  to navigate through the settings.

- 3 From the Content Source menu, select the setting that best matches the original photo.
- 4 Copy the document.


Copying on letterhead

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Copy From > select the size of the original document > **Copy To** > select a paper source
If you are loading into the multipurpose feeder, then navigate to:
Copy To > Multipurpose Feeder > select a paper size > **Letterhead**

For non-touch-screen printer models, press  to navigate through the settings.
- 3 Copy the document.


Copying on both sides of the paper

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Paper Setup

For non-touch-screen printer models, press  to navigate through the settings.
- 3 Adjust the settings.
- 4 Copy the document.

Reducing or enlarging copies

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Scale > specify a scale value

For non-touch-screen printer models, press  to navigate through the settings.

Note: Changing the size of the original document or output after setting Scale restores the scale value to Auto.
- 3 Copy the document.

Collating copies

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Collate > On [1,2,1,2,1,2]

- 3 Copy the document.

Placing separator sheets between copies

Placing separator sheets between copies

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Separator Sheets > On

For non-touch-screen printer models, press  to navigate through the settings.

- 3 Adjust the settings.
- 4 Copy the document.

Copying multiple pages onto a single sheet

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Copy > Settings > Pages Per Side

For non-touch-screen printer models, press  to navigate through the settings.

- 3 Adjust the settings.
- 4 Copy the document.

Creating a copy shortcut

Note: You may need administrative rights to create a shortcut.

- 1 Open a web browser, and then type the printer IP address in the address field.



Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Shortcuts > Add Shortcut**.
- 3 From the Shortcut Type menu, select **Copy**, and then configure the settings.
- 4 Apply the changes.

E-mailing

Using the automatic document feeder and scanner glass

| Automatic document feeder (ADF) | Scanner glass |
|---|--|
|  <ul style="list-style-type: none"> • Use the ADF for multiple-page or two-sided documents. • Load an original document faceup. For multiple-page documents, make sure to align the leading edge before loading. • Make sure to adjust the ADF guides to match the width of the paper that you are loading. |  <ul style="list-style-type: none"> • Use the scanner glass for single-page documents, book pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings). • Place the document facedown in the corner with the arrow. |

Configuring the e-mail SMTP settings

Configure the Simple Mail Transfer Protocol (SMTP) settings to send a scanned document through e-mail. The settings vary with each e-mail service provider.

Before you begin, make sure that the printer is connected to a network and that the network is connected to the Internet.

Using the Embedded Web Server

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Settings** > **E-mail**.

- 3 From the E-mail Setup section, configure the settings.

Notes:

- For more information on the password, see the list of [e-mail service providers](#).
- For e-mail service providers that are not on the list, contact your provider and ask for the settings.

- 4 Click **Save**.

Using the Settings menu in the printer

1 From the control panel, navigate to:

Settings > E-mail > E-mail Setup

For non-touch-screen printer models, press  to navigate through the settings.

2 Configure the settings.

Notes:

- For more information on the password, see [e-mail service providers](#).
- For e-mail service providers that are not on the list, contact your provider and ask for the settings.

E-mail service providers

- [AOL Mail](#)
- [Comcast Mail](#)
- [Gmail](#)
- [iCloud Mail](#)
- [Mail.com](#)
- [NetEase Mail \(mail.126.com\)](#)
- [NetEase Mail \(mail.163.com\)](#)
- [NetEase Mail \(mail.yeah.net\)](#)
- [Outlook Live or Microsoft 365](#)
- [QQ Mail](#)
- [Sina Mail](#)
- [Sohu Mail](#)
- [Yahoo! Mail](#)
- [Zoho Mail](#)

Notes:

- If you encounter errors using the settings provided, then contact your e-mail service provider.
- For e-mail service providers that are not on the list, contact your provider.

AOL Mail

| Setting | Value |
|------------------------------------|-----------------------------|
| Primary SMTP Gateway | smtp.aol.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |

| Setting | Value |
|------------------------|--|
| Device UserID | Your e-mail address |
| Device Password | App password Note: To create an app password, go to the AOL Account Security page, log in to your account, and then click Generate app password . |

Comcast Mail

| Setting | Value |
|------------------------------------|-----------------------------|
| Primary SMTP Gateway | smtp.comcast.net |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Account password |

Note: Make sure that the Third Party Access Security setting is enabled on your account. For more information, go to the [Comcast Xfinity Connect help page](#).

Gmail™

Note: Make sure that two-step verification is enabled on your Google account. To enable two-step verification, go to the [Google Account Security](#) page, log in to your account, and then from the “Signing in to Google” section, click **2-Step Verification**.

| Setting | Value |
|------------------------------------|-----------------------------|
| Primary SMTP Gateway | smtp.gmail.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |

| Setting | Value |
|------------------------|---|
| Device Password | App password Notes: <ul style="list-style-type: none"> To create an app password, go to the Google Account Security page, log in to your account, and then from the “Signing in to Google” section, click App passwords. “App passwords” shows only if two-step verification is enabled. |

iCloud Mail

Note: Make sure that two-step verification is enabled on your account.

| Setting | Value |
|------------------------------------|--|
| Primary SMTP Gateway | smtp.mail.me.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | App password Note: To create an app password, go to the iCloud Account Management page, log in to your account, and then from the Security section, click Generate Password . |

Mail.com

| Setting | Value |
|------------------------------------|-----------------------------|
| Primary SMTP Gateway | smtp.mail.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Account password |

NetEase Mail (mail.126.com)

Note: Make sure that the SMTP service is enabled on your account. To enable the service, from the NetEase Mail home page, click **Settings > POP3/SMTP/IMAP**, and then enable either **IMAP/SMTP service** or **POP3/SMTP service**.

| Setting | Value |
|------------------------------------|---|
| Primary SMTP Gateway | smtp.126.com |
| Primary SMTP Gateway Port | 465 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Authorization password Note: The authorization password is provided when IMAP/SMTP service or POP3/SMTP service is enabled. |

NetEase Mail (mail.163.com)

Note: Make sure that the SMTP service is enabled on your account. To enable the service, from the NetEase Mail home page, click **Settings > POP3/SMTP/IMAP**, and then enable either **IMAP/SMTP service** or **POP3/SMTP service**.

| Setting | Value |
|------------------------------------|---|
| Primary SMTP Gateway | smtp.163.com |
| Primary SMTP Gateway Port | 465 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Authorization password Note: The authorization password is provided when IMAP/SMTP service or POP3/SMTP service is enabled. |

NetEase Mail (mail.yeah.net)

Note: Make sure that the SMTP service is enabled on your account. To enable the service, from the NetEase Mail home page, click **Settings > POP3/SMTP/IMAP**, and then enable either **IMAP/SMTP service** or **POP3/SMTP service**.

| Setting | Value |
|------------------------------------|---|
| Primary SMTP Gateway | smtp.yeah.net |
| Primary SMTP Gateway Port | 465 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Authorization password Note: The authorization password is provided when IMAP/SMTP service or POP3/SMTP service is enabled. |

Outlook Live or Microsoft 365

These settings apply to outlook.com, hotmail.com e-mail domains, and Microsoft 365 accounts.

| Setting | Value |
|------------------------------------|--|
| Primary SMTP Gateway | smtp.office365.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Account password or app password Notes: <ul style="list-style-type: none"> • For accounts with two-step verification disabled, use your account password. • For outlook.com or hotmail.com accounts with two-step verification enabled, use an app password. To create an app password, go to the Outlook Live Account Management page, and then log in to your account. |

Note: For additional setup options for business using Microsoft 365, go to the [Microsoft 365 help page](#).

QQ Mail

Note: Make sure that the SMTP service is enabled on your account. To enable the service, from the QQ Mail home page, click **Settings > Account**. From the POP3/IMAP/SMTP/Exchange/CardDAV/CalDAV Service section, enable either **POP3/SMTP service** or **IMAP/SMTP service**.

| Setting | Value |
|------------------------------------|---|
| Primary SMTP Gateway | smtp.qq.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Authorization code Note: To generate an authorization code, from the QQ Mail home page, click Settings > Account , and then from the POP3/IMAP/SMTP/Exchange/CardDAV/CalDAV Service section, click Generate authorization code . |

Sina Mail

Note: Make sure that the POP3/SMTP service is enabled on your account. To enable the service, from the Sina Mail home page, click **Settings > More settings > User-end POP/IMAP/SMTP**, and then enable **POP3/SMTP service**.

| Setting | Value |
|------------------------------------|--|
| Primary SMTP Gateway | smtp.sina.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Authorization code Note: To create an authorization code, from the e-mail home page, click Settings > More settings > User-end POP/IMAP/SMTP , and then enable Authorization code status . |

Sohu Mail

Note: Make sure that the SMTP service is enabled on your account. To enable the service, from the Sohu Mail home page, click **Options > Settings > POP3/SMTP/IMAP**, and then enable either **IMAP/SMTP service** or **POP3/SMTP service**.

| Setting | Value |
|------------------------------------|---|
| Primary SMTP Gateway | smtp.sohu.com |
| Primary SMTP Gateway Port | 465 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Independent password Note: The independent password is provided when IMAP/SMTP service or POP3/SMTP service is enabled. |

Yahoo! Mail

| Setting | Value |
|------------------------------------|--|
| Primary SMTP Gateway | smtp.mail.yahoo.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | App password Note: To create an app password, go to the Yahoo Account Security page, log in to your account, and then click Generate app password . |

Zoho Mail

| Setting | Value |
|------------------------------------|---------------|
| Primary SMTP Gateway | smtp.zoho.com |
| Primary SMTP Gateway Port | 587 |
| Use SSL/TLS | Required |
| Require Trusted Certificate | Disabled |

| Setting | Value |
|-----------------------------------|---|
| Reply Address | Your e-mail address |
| SMTP Server Authentication | Login / Plain |
| Device-Initiated E-mail | Use Device SMTP Credentials |
| Device UserID | Your e-mail address |
| Device Password | Account password or app password Notes: <ul style="list-style-type: none"> • For accounts with two-step verification disabled, use your account password. • For accounts with two-step verification enabled, use an app password. To create an app password, go to the Zoho Mail Account Security page, log in to your account, and then from the Application-Specific Passwords section, click Generate New Password. |

Sending an e-mail

Before you begin, make sure that the SMTP settings are configured. For more information, see [“Configuring the e-mail SMTP settings” on page 53](#).

Using the control panel

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the home screen, touch **E-mail**, and then enter the needed information.
If necessary, configure the output file type settings.
- 3 Send the e-mail.

Using a shortcut number

- 1 Create an e-mail shortcut.
 - a Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- b Click **Shortcuts > Add Shortcut**.
- c From the Shortcut Type menu, select **E-mail**, and then configure the settings.
- d Apply the changes.

- 2 Load an original document into the ADF tray or on the scanner glass.

- 3 From the control panel, navigate to:

Shortcuts > E-mail

For non-touch-screen printer models, press  to navigate through the settings.

- 4 Select the shortcut.
- 5 Send the e-mail.

Creating an e-mail shortcut

Note: You may need administrative rights to create a shortcut.

- 1 Open a web browser, and then type the printer IP address in the address field.



Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Shortcuts > Add Shortcut**.
- 3 From the Shortcut Type menu, select **E-mail**, and then configure the settings.
- 4 Apply the changes.

Faxing

Using the automatic document feeder and scanner glass

| Automatic document feeder (ADF) | Scanner glass |
|---|--|
|  <ul style="list-style-type: none"> • Use the ADF for multiple-page or two-sided documents. • Load an original document faceup. For multiple-page documents, make sure to align the leading edge before loading. • Make sure to adjust the ADF guides to match the width of the paper that you are loading. |  <ul style="list-style-type: none"> • Use the scanner glass for single-page documents, book pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings). • Place the document facedown in the corner with the arrow. |

Setting up the printer to fax

Notes:

- The following connection methods are applicable only in some countries or regions.
- During the initial printer setup, clear the fax function check box and any other function you plan to set up later, and then select **Continue**.
- If the fax function is enabled and not fully set up, then the indicator light may blink red.

Warning—Potential Damage: Do not touch cables or the printer in the area shown while actively sending or receiving a fax.



Supported fax

| Printer model | Analog fax | etherFAX ¹ | Fax server | Fax over IP (FoIP) ² |
|---------------|------------|-----------------------|------------|---------------------------------|
| CX421adn | ✓ | ✓ | ✓ | ✓ |
| CX522ade | ✓ | ✓ | ✓ | ✓ |
| CX522de | x | ✓ | ✓ | ✓ |
| CX622ade | ✓ | ✓ | ✓ | ✓ |
| CX622de | x | ✓ | ✓ | ✓ |
| CX625ade | ✓ | ✓ | ✓ | ✓ |
| CX625adhe | ✓ | ✓ | ✓ | ✓ |
| CX625de | x | ✓ | ✓ | ✓ |
| MC2325adw | ✓ | ✓ | ✓ | ✓ |
| MC2425adw | ✓ | ✓ | ✓ | ✓ |
| MC2535adw | ✓ | ✓ | ✓ | ✓ |
| MC2640adwe | ✓ | ✓ | ✓ | ✓ |

¹ Needs a subscription. For more information, go to <https://www.etherfax.net/lexmark> or contact the place where you purchased the printer.

² Needs an installed license bundle. For more information, contact the place where you purchased the printer.

| Printer model | Analog fax | etherFAX ¹ | Fax server | Fax over IP (FoIP) ² |
|---------------|------------|-----------------------|------------|---------------------------------|
| XC2235 | ✓ | ✓ | ✓ | ✓ |
| XC4240 | ✓ | ✓ | ✓ | ✓ |
| XC4240i | x | ✓ | ✓ | ✓ |

¹ Needs a subscription. For more information, go to <https://www.etherfax.net/lexmark> or contact the place where you purchased the printer.

² Needs an installed license bundle. For more information, contact the place where you purchased the printer.

Setting up the fax function using analog fax

Notes:

- This feature is available only in some printer models.
- Some connection methods are applicable only in some countries or regions.
- If the fax function is enabled and not fully set up, then the indicator light may blink red.
- If you do not have a TCP/IP environment, then use the control panel to set up fax.

Warning—Potential Damage: To avoid loss of data or printer malfunction, do not touch cables or the printer in the area shown while actively sending or receiving a fax.



Using the Settings menu in the printer

1 From the control panel, navigate to:

Settings > Fax > Fax Setup > General Fax settings

For non-touch-screen printer models, press **OK** to navigate through the settings.

2 Configure the settings.

Using the Embedded Web Server

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Settings > Fax > Fax Setup > General Fax Settings**.

- 3 Configure the settings.

- 4 Apply the changes.

Setting up the fax function using etherFAX

Notes:

- The printer firmware must be updated to the latest version. For more information, see the “Updating firmware” section.
- An appropriate license bundle must be installed in your printer. For more information, contact etherFAX.
- Make sure that you have registered your printer to the etherFAX portal. For more information, go to <https://www.etherfax.net/lexmark>.
- The printer serial number is required on registration. To locate the serial number, see [“Finding the printer serial number” on page 16](#).

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Settings > Fax > Fax Setup > General Fax Settings**.

Note: Fax Setup appears only if Fax Mode is set to Fax.

- 3 In the Fax Name field, type a unique name.

- 4 In the Fax Number field, enter the fax number that etherFAX provided.

- 5 From the Fax Transport menu, select **etherFAX**.

Notes:

- This menu shows up only when more than one fax transport is available.
- If the printer only has etherFAX installed, then it is automatically configured.

- 6 Apply the changes.

Setting up the fax function using fax server

Notes:

- This feature lets you send fax messages to a fax service provider that supports e-mail receiving.
- This feature supports outgoing fax messages only. To support fax receive, make sure that you have a device-based fax, such as analog fax, etherFAX, or Fax over IP (FoIP), configured in your printer.

1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Settings > Fax**.

3 From the Fax Mode menu, select **Fax Server**, and then click **Save**.

4 Click **Fax Server Setup**.

5 In the To Format field, type **[#]@myfax.com**, where **[#]** is the fax number and **myfax.com** is the fax provider domain.

Notes:

- If necessary, configure the Reply Address, Subject, or Message fields.
- To let the printer receive fax messages, enable the device-based fax receive setting. Make sure that you have a device-based fax configured.

6 Click **Save**.

7 Click **Fax Server E-mail Settings**, and then do either of the following:

- Enable **Use E-mail SMTP Server**.

Note: If the E-mail SMTP settings are not configured, then see [“Configuring the e-mail SMTP settings” on page 53](#).

- Configure the SMTP settings. For more information, contact your e-mail service provider.

8 Apply the changes.

Setting up fax using a standard telephone line

Note: These instructions apply only to printers that support analog fax. For more information, see [“Supported fax” on page 64](#).



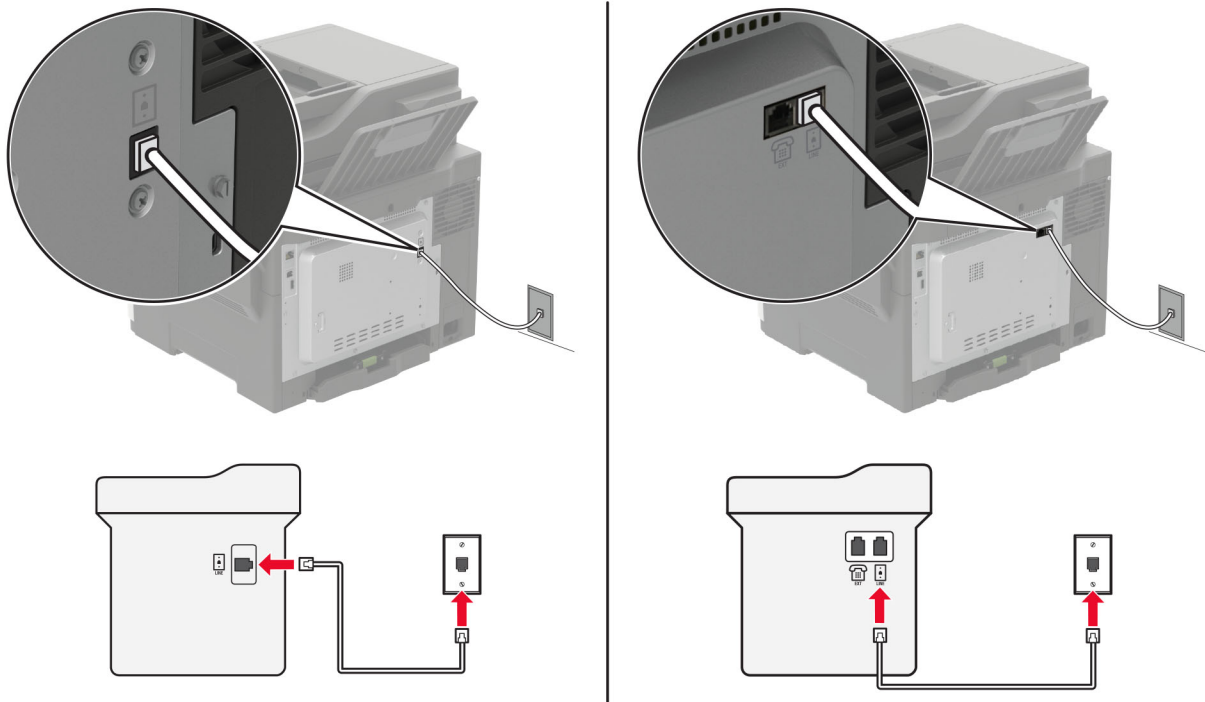
CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not set up this product or make any electrical or cabling connections, such as the power cord, fax feature, or telephone, during a lightning storm.



CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not use the fax feature during a lightning storm.

⚠ CAUTION—POTENTIAL INJURY: To reduce the risk of fire, use only a 26 AWG or larger telecommunications (RJ-11) cord when connecting this product to the public switched telephone network. For users in Australia, the cord must be approved by the Australian Communications and Media Authority.

Setup 1: Printer is connected to a dedicated fax line



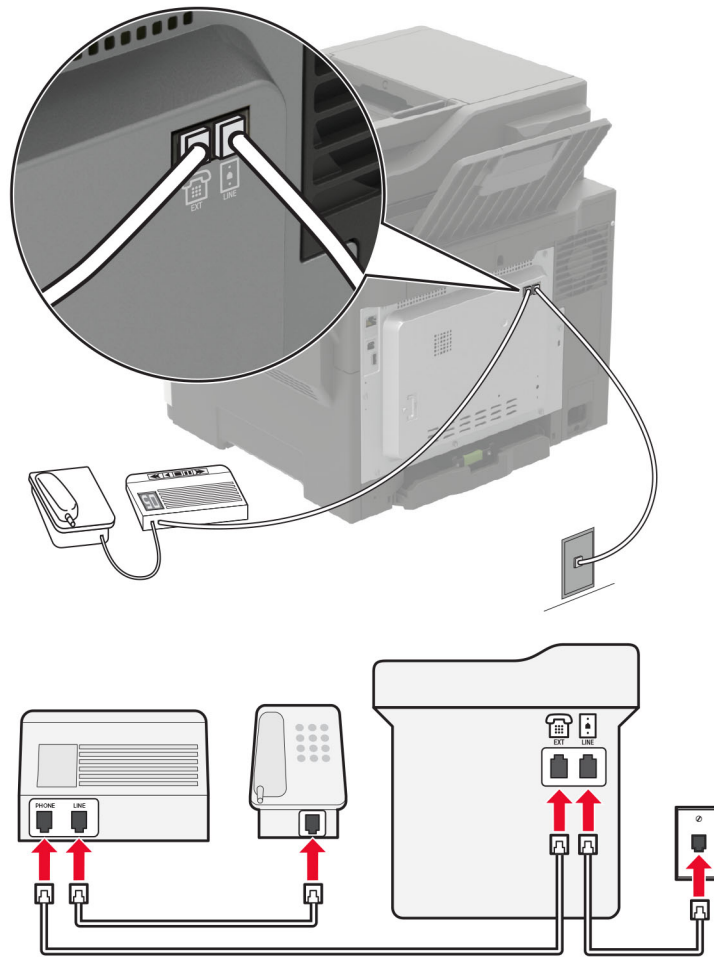
- 1 Connect one end of the telephone cable to the line port of the printer.
- 2 Connect the other end of the cable to an active analog telephone wall jack.

Notes:

- You can set the printer to receive faxes automatically (set Auto Answer to **On**) or manually (set Auto Answer to **Off**).
- If you want to receive faxes automatically, then set the printer to pick up on a specified number of rings.

Setup 2: Printer is sharing the line with an answering machine

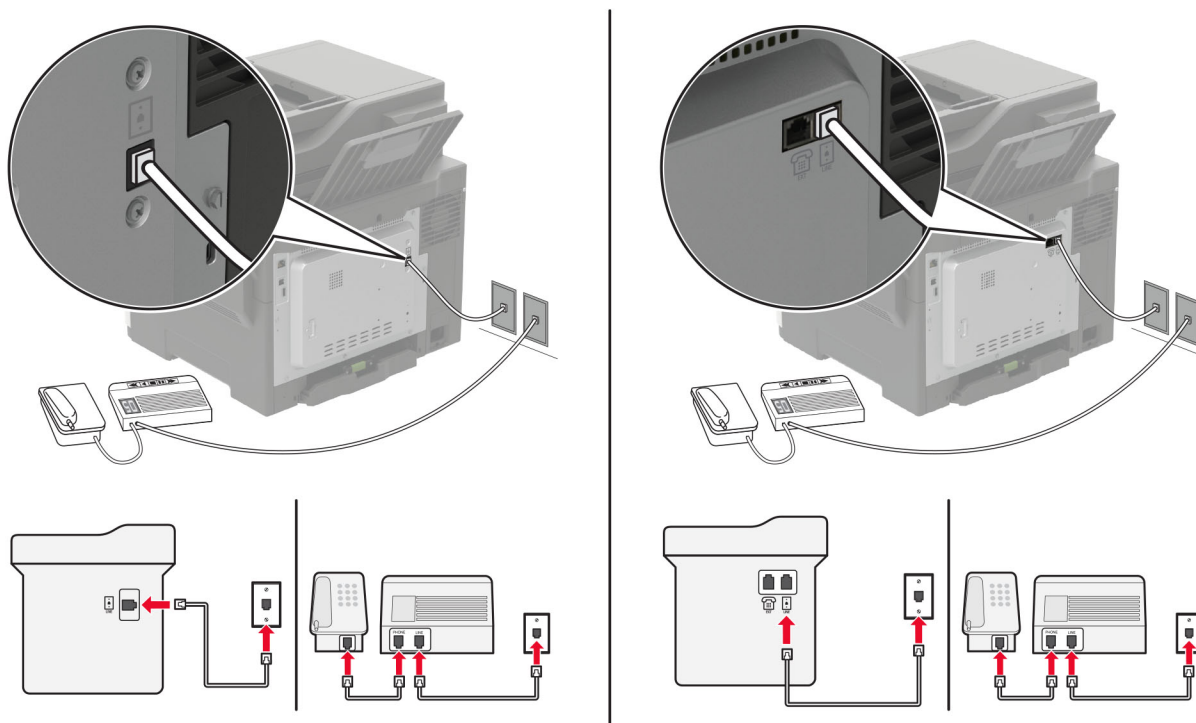
Note: If you subscribe to a distinctive ring service, then make sure that you set the correct ring pattern for the printer. Otherwise, the printer does not receive faxes even if you have set it to receive faxes automatically.

Connected to the same telephone wall jack

Note: These instructions apply only to printers that have EXT and line ports.

- Connect one end of the telephone cable to the line port of the printer.
- Connect the other end of the cable to an active analog wall jack.
- Connect the answering machine to the telephone port of the printer.

Connected to different wall jacks



1 Connect one end of the telephone cable to the line port of the printer.

2 Connect the other end of the cable to an active analog wall jack.

Notes:

- If you have only one telephone number on your line, then set the printer to receive faxes automatically.
- Set the printer to pick up calls two rings after the answering machine. For example, if the answering machine picks up calls after four rings, then set the printer Rings to Answer setting to **6**.

Setting up fax in countries or regions with different telephone wall jacks and plugs

Note: These instructions apply only to printers that support analog fax. For more information, see [“Supported fax” on page 64](#).

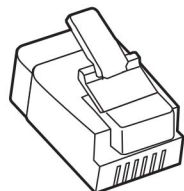
⚡ CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not set up this product or make any electrical or cabling connections, such as the power cord, fax feature, or telephone, during a lightning storm.

⚡ CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, do not use the fax feature during a lightning storm.

⚠ CAUTION—POTENTIAL INJURY: To reduce the risk of fire, use only a 26 AWG or larger telecommunications (RJ-11) cord when connecting this product to the public switched telephone network. For users in Australia, the cord must be approved by the Australian Communications and Media Authority.

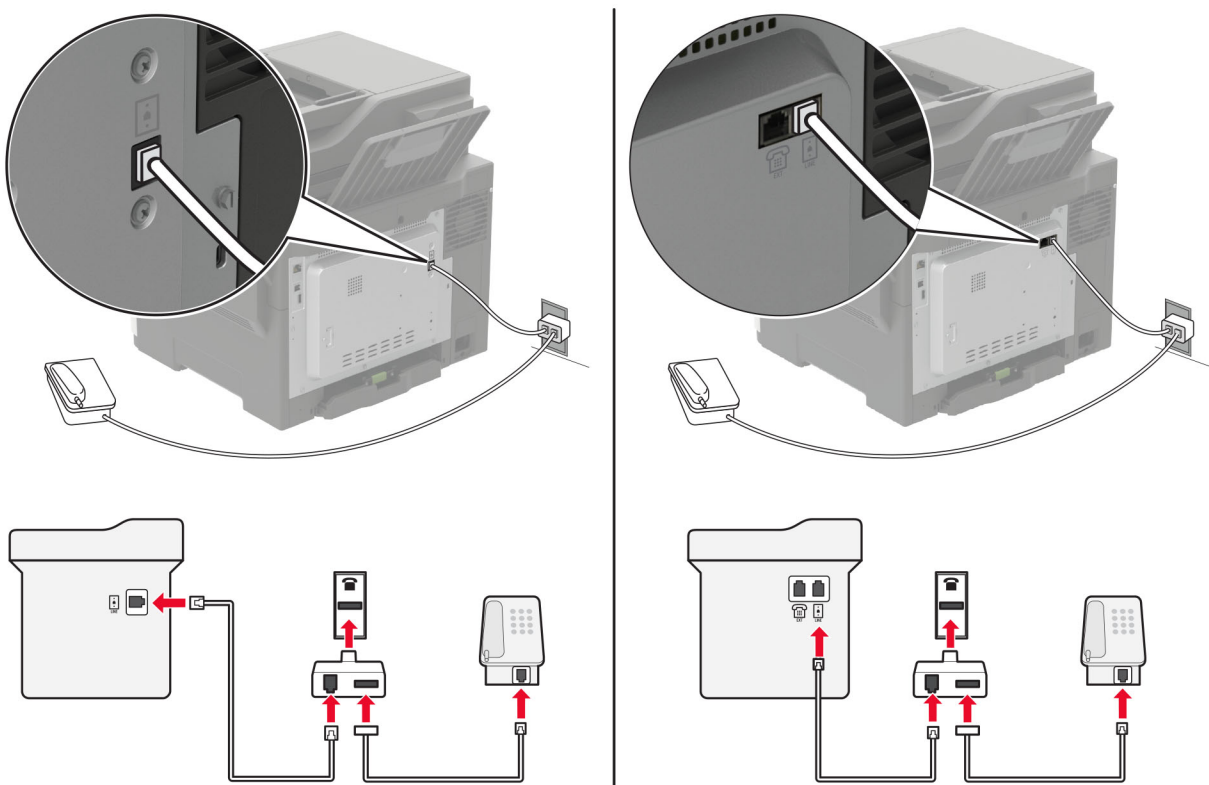
The standard wall jack adopted by most countries or regions is RJ-11. If the wall jack or equipment in your facility is not compatible with this type of connection, then use a telephone adapter. An adapter for your country or region may not come with your printer, and you may need to purchase it separately.

There may be an adapter plug installed in the telephone port of the printer. Do not remove the adapter plug from the telephone port of the printer if you are connecting to a serial or cascaded telephone system.



| Part name | Part number |
|----------------------|-------------|
| Lexmark adapter plug | 40X8519 |

Connecting the printer to a non-RJ-11 wall jack



- 1 Connect one end of the telephone cable to the line port of the printer.
- 2 Connect the other end of the cable to the RJ-11 adapter, and then connect the adapter to the wall jack.
- 3 If you want to connect another device with a non-RJ-11 connector to the same wall jack, then connect it directly to the telephone adapter.

Connecting to a distinctive ring service

A distinctive ring service lets you have multiple telephone numbers on one telephone line. Each telephone number is assigned a different ring pattern.

Note: These instructions apply only to printers that support analog fax. For more information, see [“Supported fax” on page 64](#).

1 From the control panel, navigate to:

Settings > Fax > Fax Setup > Fax Receive Settings > Admin Controls > Answer On

For non-touch-screen printer models, press  to navigate through the settings.

2 Select a ring pattern.

Setting the fax date and time

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 From the control panel, navigate to:

Settings > Device > Preferences > Date and Time > Configure

For non-touch-screen printer models, press  to navigate through the settings.

2 Configure the settings.

Configuring daylight saving time

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 From the control panel, navigate to:

Settings > Device > Preferences > Date and Time > Configure

For non-touch-screen printer models, press  to navigate through the settings.

2 In the Time Zone menu, select **(UTC+user) Custom**.

3 Configure the settings.

Sending a fax

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

Using the control panel

1 Load an original document into the ADF tray or on the scanner glass.

2 From the home screen, touch **Fax**, and then enter the needed information.

If necessary, adjust the settings.

3 Send the fax.

Using the computer

Before you begin, make sure that the fax driver is installed. For more information, see [“Installing the fax driver” on page 274](#).

For Windows users

- 1 From the document that you are trying to fax, open the Print dialog.
- 2 Select the printer, and then click **Properties, Preferences, Options, or Setup**.
- 3 Click **Fax > Enable fax > Always display settings prior to faxing**, and then enter the recipient number.
If necessary, configure other fax settings.
- 4 Send the fax.


For Macintosh users

- 1 With a document open, choose **File > Print**.
- 2 Select the printer that has - **Fax** added after its name.
- 3 In the To field, enter the recipient number.
If necessary, configure other fax settings.
- 4 Send the fax.

Scheduling a fax

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the control panel, navigate to:
Fax > To > enter the fax number > Done

For non-touch-screen printer models, press  to navigate through the settings.
- 3 Select **Send Time** to configure the date and time, and then select **Done**.
If necessary, configure other fax settings.
- 4 Send the fax.

Creating a fax destination shortcut

Notes:

- You may need administrative rights to create a shortcut.
- Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

2 Click **Shortcuts > Add Shortcut**.

3 From the Shortcut Type menu, select **Fax**, and then configure the settings.

4 Apply the changes.

Changing the fax resolution

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 Load an original document into the ADF tray or on the scanner glass.

2 From the control panel, navigate to:

Fax > Resolution

For non-touch-screen printer models, press  to navigate through the settings.

3 Select a setting.

4 Send the fax.

Adjusting the fax darkness

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 Load an original document into the ADF tray or on the scanner glass.

2 From the control panel, navigate to:

Fax > Darkness

For non-touch-screen printer models, press  to navigate through the settings.

3 Select a setting.

4 Send the fax.

Printing a fax log

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 From the control panel, navigate to:

Settings > Reports > Fax

For non-touch-screen printer models, press  to navigate through the settings.

2 Select **Fax Job Log** or **Fax Call Log**.

Blocking junk faxes

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 From the home screen, navigate to:

Settings > Fax > Fax Setup > Fax Receive Settings > Admin Controls

For non-touch-screen printer models, press  to navigate through the settings.

2 Set Block No Name Fax to **On**.

Holding faxes

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#)

1 From the control panel, navigate to:

Settings > Fax > Fax Setup > Fax Receive Settings > Holding Faxes

For non-touch-screen printer models, press  to navigate through the settings.

2 Select a mode.

Forwarding a fax

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

1 Create a destination shortcut.

a Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

b Click **Shortcuts > Add Shortcut**.

c Select a shortcut type, and then configure the settings.

Note: Take note of the shortcut number.

d Apply the changes.

2 Click **Settings > Fax > Fax Setup > Fax Receive Settings > Admin Controls**.



3 In the Fax Forwarding menu, select **Forward** or **Print and Forward**.

4 In the Forward to menu, select the destination type and then type the shortcut number.

5 Apply the changes.

Scanning

Using the automatic document feeder and scanner glass

| Automatic document feeder (ADF) | Scanner glass |
|---|--|
|  <ul style="list-style-type: none"> • Use the ADF for multiple-page or two-sided documents. • Load an original document faceup. For multiple-page documents, make sure to align the leading edge before loading. • Make sure to adjust the ADF guides to match the width of the paper that you are loading. |  <ul style="list-style-type: none"> • Use the scanner glass for single-page documents, book pages, small items (such as postcards or photos), transparencies, photo paper, or thin media (such as magazine clippings). • Place the document facedown in the corner with the arrow. |

Scanning to a computer

Scanning to a computer

Before you begin, make sure that:

- The printer firmware is updated. For more information, see the “Updating firmware” section.
- The computer and the printer are connected to the same network.

For Windows users

Using Lexmark ScanBack Utility

1 From the computer, run Lexmark ScanBack Utility, and then click **Next**.

Note: To download the utility, go to www.lexmark.com/downloads.

2 Click **Setup**, and then add the printer IP address.

Note: View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.

3 Click **Close > Next**.

4 Select the size of the original document, and then click **Next**.

5 Select a file format and scan resolution, and then click **Next**.

6 Type a unique scan profile name, and then click **Next**.

- 7 Browse to the location that you want to save the scanned document, create a file name, and then click **Next**.

Note: To reuse the scan profile, enable **Create Shortcut**, and then create a unique shortcut name.

- 8 Click **Finish**.

- 9 Load an original document into the automatic document feeder or on the scanner glass.

- 10 From the printer control panel, navigate to **Scan Profiles**, and then select a scan profile.

Note: Make sure that Scan Profiles is enabled. From the control panel, navigate to **Settings > Device >**

Visible Home Screen Icons > Scan Profiles > Display. For non-touch-screen printer models, press  to navigate through the settings.

Using Windows Fax and Scan

Note: Make sure that the printer is added to the computer. For more information, see [“Adding printers to a computer” on page 274](#).

- 1 Load an original document into the automatic document feeder or on the scanner glass.
- 2 From the computer, open **Windows Fax and Scan**.
- 3 From the Source menu, select a scanner source.
- 4 If necessary, change the scan settings.
- 5 Scan the document.

For Macintosh users

Note: Make sure that the printer is added to the computer. For more information, see [“Adding printers to a computer” on page 274](#).

- 1 Load an original document into the automatic document feeder or on the scanner glass.
- 2 From the computer, do either of the following:
 - Open **Image Capture**.
 - Open **Printers & Scanners**, and then select a printer. Click **Scan > Open Scanner**.
- 3 From the Scanner window, do one or more of the following:
 - Select where you want to save the scanned document.
 - Select the size of the original document.
 - To scan from the ADF, select **Document Feeder** from the Scan Menu or enable **Use Document Feeder**.
 - If necessary, configure the scan settings.
- 4 Click **Scan**.

Scanning to an FTP server

- 1 Load the original document into the ADF tray or on the scanner glass.
- 2 From the control panel, select **FTP**, and then enter the needed information.

For non-touch-screen printer models, press **#**, and then enter the shortcut number using the keypad.

- 3 If necessary, configure other FTP settings.
- 4 Scan the document.

Scanning to a network folder using a shortcut

- 1 Create a network folder shortcut.
 - a Open a web browser, and then type the printer IP address in the address field.

Notes:

 - View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
 - If you are using a proxy server, then temporarily disable it to load the web page correctly.
 - b Click **Shortcuts > Add Shortcut**.
 - c From the Shortcut Type menu, select **Network Folder**, and then configure the settings.
 - d Apply the changes.
- 2 Load an original document into the ADF tray or on the scanner glass.
- 3 From the control panel, press # and the shortcut number that you created.
- 4 Scan the document.

Creating an FTP shortcut

Note: You may need administrative rights to create a shortcut.

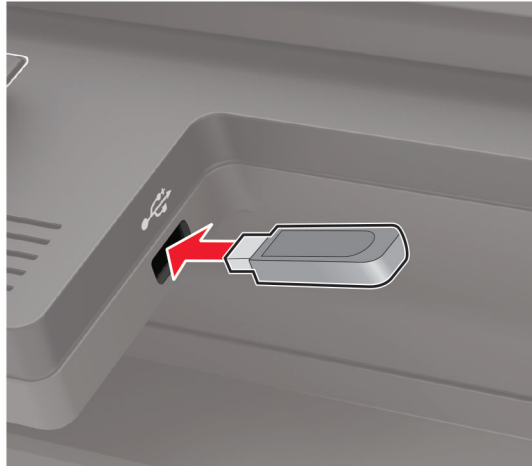
- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

 - View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
 - If you are using a proxy server, then temporarily disable it to load the web page correctly.
- 2 Click **Shortcuts > Add Shortcut**.
- 3 From the Shortcut Type menu, select **FTP**, and then configure the settings.
- 4 Apply the changes.

Scanning to a flash drive

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 Insert the flash drive.



- 3 Select **Scan to USB** and adjust the settings if necessary.

Note: If the USB Drive screen does not appear, then select **USB Drive** on the control panel.

- 4 Scan the document.

Warning—Potential Damage: To avoid loss of data or printer malfunction, do not touch the flash drive or the printer in the area shown while actively printing, reading, or writing from the memory device.



Scanning to a Cloud Connector profile

This feature is available only in some printer models.

- 1 Load an original document into the ADF tray or on the scanner glass.
- 2 From the home screen, touch **Cloud Connector**.
- 3 Select a cloud service provider, and then select a profile.

Note: For more information on creating a Cloud Connector profile, see [“Creating a Cloud Connector profile” on page 27](#).

- 4 Touch **Scan**, and then assign a filename and destination folder.
- 5 Touch **Scan Here**.
If necessary, change the scan settings.
- 6 Scan the document.

Understanding the printer menus

Menu map

| | | |
|---------------|---|---|
| Device | <ul style="list-style-type: none"> • Preferences • Eco-Mode • Remote Operator Panel • Notifications • Power Management | <ul style="list-style-type: none"> • Anonymous Data Collection • Restore Factory Defaults • Maintenance • Visible Home Screen Icons • About this Printer |
| Print | <ul style="list-style-type: none"> • Layout • Setup • Quality • Job Accounting • XPS | <ul style="list-style-type: none"> • PDF • PostScript • PCL • HTML • Image |
| Paper | <ul style="list-style-type: none"> • Tray Configuration | <ul style="list-style-type: none"> • Media Configuration |
| Copy | Copy Defaults | |
| Fax | Fax Defaults | |
| E-mail | <ul style="list-style-type: none"> • E-mail Setup • E-mail Defaults | <ul style="list-style-type: none"> • Web Link Setup |
| FTP | FTP Defaults | |
| USB Drive | <ul style="list-style-type: none"> • Flash Drive Scan | <ul style="list-style-type: none"> • Flash Drive Print |
| Network/Ports | <ul style="list-style-type: none"> • Network Overview • Wireless • Wi-Fi Direct • Ethernet • TCP/IP • SNMP | <ul style="list-style-type: none"> • IPSec • 802.1x • LPD Configuration • HTTP/FTP Settings • ThinPrint • USB |
| Security | <ul style="list-style-type: none"> • Login Methods • Schedule USB Devices • Security Audit Log • Login Restrictions • Confidential Print Setup | <ul style="list-style-type: none"> • Disk Encryption • Erase Temporary Data Files • Solutions LDAP Settings • Miscellaneous |
| Reports | <ul style="list-style-type: none"> • Menu Settings Page • Device • Print | <ul style="list-style-type: none"> • Shortcuts • Fax • Network |

| | | |
|---------------------------------|--|---|
| Help | <ul style="list-style-type: none"> • Print All Guides • Color Quality Guide • Connection Guide • Copy Guide • E-mail Guide • Fax Guide | <ul style="list-style-type: none"> • Information Guide • Media Guide • Moving Guide • Print Quality Guide • Scan Guide • Supplies Guide |
| Troubleshooting | Print Quality Test Pages | Cleaning the Scanner |

Device

Preferences

| Menu item | Description |
|---|--|
| Display Language [List of languages] | Set the language of the text that appears on the display. |
| Country/Region [List of countries or regions] | Identify the country or region where the printer is configured to operate. |
| Run initial setup On Off* | Run the setup wizard. |
| Keyboard Keyboard Type [List of languages] | Select a language as a keyboard type. Notes: <ul style="list-style-type: none"> • All the Keyboard Type values may not appear or may require special hardware to appear. • This menu item appears only in some printer models. |
| Displayed information Display Text 1 [IP Address*] Display Text 2 [Date/Time*] Custom Text 1 Custom Text 2 | Specify the information to appear on the home screen. Note: Custom Text 1 and Custom Text 2 appear only in some printer models. |
| Date and Time Configure Current Date and Time Manually Set Date and Time Date Format [MM-DD-YYYY*] Time Format [12 hour A.M./P.M.*] Time Zone [GMT*] | Configure the printer date and time. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| Date and Time Network Time Protocol Enable NTP [On*] NTP Server Enable Authentication | Configure the settings for Network Time Protocol (NTP). Notes: <ul style="list-style-type: none"> • Enable Authentication appears only in some printer models. • When Enable Authentication is set to MD5 key, Key ID and Password appear. |
| Paper Sizes U.S.* Metric | Specify the unit of measurement for paper sizes. Note: The country or region selected in the initial setup wizard determines the initial paper size setting. |
| Screen Brightness 20–100% (100*) | Adjust the brightness of the display. Note: This menu item appears only in some printer models. |
| Flash Drive Access Enabled* Disabled | Enable access to the flash drive. |
| Allow Background Removal On* Off | Specify whether background removal is allowed. |
| Allow Custom Job scans On* Off | Scan multiple jobs to one file. |
| One Page Flatbed Scanning On Off* | Set copies from the scanner glass to only one page at a time. |
| Audio Feedback Button Feedback On* Off | Enable audio feedback for button presses, panel interactions, paper loaded prompts, and error notifications. Note: This menu item appears only in some printer models. |
| Audio Feedback Volume 1–10 (5*) | Adjust the volume of the printer speakers. Notes: <ul style="list-style-type: none"> • Changes to the volume are applied after the current user session ends. • This menu item appears only in some printer models. |
| Screen Timeout 10–300 (60*) | Set the idle time in seconds before the display shows the home screen, or before the printer logs off a user account automatically. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Eco-Mode

| Menu item | Description |
|--|---|
| Print Sides 1-Sided* 2-Sided | Specify whether to print on one side or two sides of the paper. |
| Print Pages per Side Off* 2 pages per side 3 pages per side 4 pages per side 6 pages per side 9 pages per side 12 pages per side 16 pages per side | Print multiple page images on one side of a sheet of paper. |
| Print Toner Darkness 1–10 (8*) | Determine the lightness or darkness of text images. |
| Copy Sides 1 sided to 1 sided* 1 sided to 2 sided 2 sided to 1 sided 2 sided to 2 sided | Specify the scanning behavior based on the original document. |
| Copy Pages per Side Off* 2 Portrait pages 4 Portrait pages 2 Landscape pages 4 Landscape pages | Specify the scanning behavior based on the original document. |
| Copy Darkness 1–9 (5*) | Determine the darkness of the scanned text images. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Remote Operator Panel

| Menu item | Description |
|---|---|
| External VNC Connection Don't Allow* Allow | Connect an external Virtual Network Computing (VNC) client to the remote control panel. |
| Authentication Type None* Standard Authentication | Set the authentication type when accessing the VNC client server. |
| VNC Password | Specify the password to connect to the VNC client server. Note: This menu item appears only if Authentication Type is set to Standard Authentication. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Notifications

| Menu item | Description |
|--|--|
| Error Lighting Off On* | Set the indicator light to come on when a printer error occurs. Note: This menu item appears only in some printer models. |
| ADF Loaded Beep Off On* | Enable a sound when loading paper into the ADF. |
| Alarm Control Off Single* Continuous | Set the number of times that the alarm sounds when the printer requires user intervention. Note: This menu item appears only in some printer models. |
| Supplies Show Supply Estimates Show estimates* Do not show estimates | Show the estimated status of the supplies. |
| Supplies Cartridge Alarm Off Single* Continuous | Set the number of times that the alarm sounds when the toner cartridge is low. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Primary SMTP Gateway | Type the IP address or host name of the primary SMTP server for sending e-mail. Note: This menu item appears only in some printer models. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| E-mail Alerts Setup E-mail Setup Primary SMTP Gateway Port 1-65535 (25*) | Enter the port number of the primary SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Secondary SMTP Gateway | Type the server IP address or host name of your secondary or backup SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Secondary SMTP Gateway Port 1-65535 (25*) | Enter the server port number of your secondary or backup SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup SMTP Timeout 5-30 seconds (30*) | Specify how long before the printer times out if the SMTP server does not respond. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Reply Address | Specify a reply address in the e-mail. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Always use SMTP default Reply Address Off* On | Use the SMTP default Reply Address. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Use SSL/TLS Disabled* Negotiate Required | Send an e-mail using an encrypted link. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Require Trusted Certificate Off On* | Require a trusted certificate when accessing the SMTP server. Note: This menu item appears only in some printer models. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| E-mail Alerts Setup E-mail Setup SMTP Server Authentication No authentication required* Login / Plain NTLM CRAM-MD5 Digest-MD5 Kerberos 5 | Set the authentication type for the SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Device-Initiated E-mail None* Use Device SMTP Credentials | Set whether credentials are required for device-initiated e-mails. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup User-Initiated E-mail None Use Device SMTP Credentials Use Session User ID and Password Use Session E-mail address and Password* Prompt user | Set whether credentials are required for user-initiated e-mails. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Use Active Directory Device Credentials Off On* | Enable user credentials and group designations to connect to the SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Device Userid | Specify the user ID to connect to the SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Device Password | Specify the password to connect to the SMTP server. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup Kerberos 5 REALM | Specify the realm for the Kerberos 5 authentication protocol. Note: This menu item appears only in some printer models. |
| E-mail Alerts Setup E-mail Setup NTLM Domain | Specify the domain name for the NTLM security protocol. Note: This menu item appears only in some printer models. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| E-mail Alerts Setup E-mail Setup Disable “SMTP server not set up” error Off* On | Disable an SMTP setup error message to appear on the display. Note: This menu item appears only in some printer models. |
| Error Prevention Jam Assist Off On* | Set the printer to flush blank pages or pages with partial prints automatically after a jammed page has been cleared. |
| Error Prevention Auto Continue Off On* (5 seconds) | Let the printer continue processing or printing a job automatically after clearing certain printer conditions that require user intervention. |
| Error Prevention Auto Reboot Auto Reboot Reboot when idle Reboot always* Reboot never | Set the printer to restart when an error occurs. |
| Error Prevention Auto Reboot Max Auto Reboots 1–20 (2*) | Set the number of automatic reboots that the printer can perform. |
| Error Prevention Auto Reboot Auto Reboot Window 1–525600 (720*) | Set the number of seconds before the printer performs an automatic reboot. |
| Error Prevention Auto Reboot Auto Reboot Counter | Show a read-only information of the reboot counter. |
| Error Prevention Auto Reboot Reset Auto Reboot Counter Cancel Continue | Reset Auto Reboot Counter. Note: This menu item appears only in some printer models. |
| Error Prevention Display Short Paper Error On Auto-clear* | Set the printer to show a message when a short paper error occurs. Note: Short paper refers to the size of the paper loaded. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Error Prevention Page Protect Off* On | Set the printer to process the entire page into the memory before printing it. |
| Jam Content Recovery Jam Recovery Off On Auto* | Set the printer to reprint jammed pages. |
| Jam Content Recovery Scanner Jam Recovery Job level Page level* | Specify how to restart a scan job after resolving a paper jam. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Power Management

| Menu item | Description |
|---|---|
| Sleep Mode Profile Print from Sleep Mode Stay awake after printing Enter Sleep Mode after printing* | Set the printer to stay in Ready mode or return to Sleep mode after printing. |
| Timeouts Sleep Mode 1–120 minutes (15*) | Set the idle time before the printer begins operating in Sleep mode. |
| Timeouts Hibernate Timeout Disabled 1 hour 2 hours 3 hours 6 hours 1 day 2 days 3 days* 1 week 2 weeks 1 month | Set the time before the printer turns off. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Timeouts Hibernate Timeout on Connection Hibernate Do Not Hibernate* | Set Hibernate Timeout to turn off the printer while an active Ethernet connection exists. |
| Schedule Power Modes Schedules Add New Schedule | Schedule the printer when to enter Sleep or Hibernate mode. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Anonymous Data Collection

| Menu item | Description |
|---|--|
| Anonymous Data Collection Device Usage and Performance Information None* | Send printer usage and performance information to Lexmark. Note: Anonymous Data Send Time appears only when you set Anonymous Data Collection to Device Usage and Performance. |
| Anonymous Data Send Time Start Time Stop Time | |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Accessibility

Note: This menu appears only in some printer models.

| Menu item | Description |
|---|---|
| Duplicate Key Strike Interval 0–5 (0*) | Set the interval in seconds during which the printer ignores duplicate key presses on an attached keyboard. |
| Key Repeat Initial Delay 0.25–5 (1*) | Set the initial length of delay in seconds before a repeating key starts repeating. Note: This menu item appears only when a keyboard is attached to the printer. |
| Key Repeat Rate 0.5–30 (30*) | Set the number of presses per second for a repeating key. Note: This menu item appears only when a keyboard is attached to the printer. |
| Prolong Screen Timeout Off* On | Let the user remain in the same location and reset the Screen Timeout timer when it expires instead of returning to the home screen. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Headphone Volume 1–10 (5*) | Adjust the headphone volume. Note: This menu item appears only when a headphone is attached to the printer. |
| Enable Voice Guidance When Headphone Is Attached Off* On | Enable Voice Guidance when a headphone is attached to the printer. |
| Speak Passwords/PINs Off* On | Set the printer to read out loud passwords or personal identification numbers. Note: This menu item appears only when a headphone or a speaker is attached to the printer. |
| Speech Rate Very Slow Slow Normal* Fast Faster Very Fast Rapid Very Rapid Fastest | Set the Voice Guidance speech rate. Note: This menu item appears only when a headphone or a speaker is attached to the printer. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Restore Factory Defaults

| Menu item | Description |
|---|---|
| Restore Settings Restore all settings Restore printer settings Restore network settings Restore app settings | Restore the printer factory default settings. Note: Restore app settings appears only in some printer models. |

Maintenance

Configuration Menu

| Menu item | Description |
|---|--|
| USB Configuration USB PnP 1* 2 | Change the USB driver mode of the printer to improve its compatibility with a personal computer. Note: This menu item appears only in some printer models. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| USB Scan to Local On* Off | Set whether the USB device driver enumerates as a USB Simple device (single interface) or as a USB Composite device (multiple interfaces). |
| USB Configuration USB Speed Full Auto* | Set the USB port to run at full speed and disable its high-speed capabilities. Note: This menu item appears only in some printer models. |
| Tray Configuration Tray Linking Automatic* Off | Set the printer to link the trays that have the same paper type and paper size settings. |
| Tray Configuration Show Tray Insert Message Off* On | Display a message that lets the user change the paper size and paper type settings after inserting the tray. |
| Tray Configuration Paper Prompts Auto* Multipurpose Feeder Manual Paper Envelope Prompts Auto* Multipurpose Feeder Manual Paper | Set the paper source that the user fills when a prompt to load paper or envelope appears. Notes: <ul style="list-style-type: none"> • The multipurpose feeder is available only in some printer models. • For Multipurpose Feeder to appear, set Configure MP to Cassette from the Paper menu. |
| Tray Configuration Action for Prompts Prompt user* Continue Use current | Set the printer to resolve paper- or envelope-related change prompts. |
| Reports Menu Settings Page Event Log Event Log Summary HealthCheck Statistics | Print reports about printer menu settings, status, and event logs. |
| Supply Usage And Counters Clear Supply Usage History | Reset the supply usage history, such as number of pages and days remaining, to the factory shipped level. |
| Supply Usage And Counters Reset Maintenance Counter | Reset the counter after installing a new maintenance kit. |
| Supply Usage And Counters Tiered Coverage Ranges | Adjust the range for the amount of color coverage on the printed page. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| <p>Printer Emulations PPDS Emulation Off* On</p> | <p>Set the printer to recognize and use the PPDS data stream.</p> |
| <p>Fax Configuration Fax Low Power Support Disable Sleep Permit Sleep Auto*</p> | <p>Set fax to enter Sleep mode whenever the printer determines that it should. Note: This menu item is available only in some printer models.</p> |
| <p>Fax Configuration Fax Storage Location Disk NAND*</p> | <p>Set the storage location for all faxes. Notes:</p> <ul style="list-style-type: none"> • This menu item is available only in some printer models. • This menu item appears only when a hard disk is installed. |
| <p>Print Configuration Black Only Mode Off* On</p> | <p>Print color content in grayscale.</p> |
| <p>Print Configuration Color Trapping Off 1 2* 3 4 5</p> | <p>Enhance the printed output to compensate for misregistration in the printer.</p> |
| <p>Print Configuration Font Sharpening 0–150 (24*)</p> | <p>Set a text point-size value below which the high-frequency screens are used when printing font data. For example, if the value is 24, then all fonts sized 24 points or less use the high-frequency screens.</p> |
| <p>Device Operations Quiet Mode Off* On</p> | <p>Set the printer to operate in Quiet Mode. Note: Enabling this setting slows down the printer performance.</p> |
| <p>Device Operations Panel Menus Off On*</p> | <p>Enable access to the control panel menus.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

| Menu item | Description |
|---|---|
| Device Operations Custom Supply Levels Off* On | Let <i>printservice</i> read and edit values from the Embedded Web Server. |
| Device Operations Safe Mode Off* On | Set the printer to operate in a special mode, in which it attempts to continue offering as much functionality as possible, despite known issues. For example, when set to On, and the duplex motor is nonfunctional, the printer performs one-sided printing of the documents even if the job is two-sided printing. |
| Device Operations Minimum Copy Memory 80 MB* 100 MB | Set the minimum memory allocation for storing copy jobs. |
| Device Operations Clear Custom Status | Erase user-defined strings for the Default or Alternate custom messages. |
| Device Operations Clear all remotely-installed messages | Erase messages that were remotely installed. |
| Device Operations Automatically Display Error Screens Off On* | Show existing error messages on the display after the printer remains inactive on the home screen for a length of time equal to the Screen Timeout setting. |
| Device Operations Honor orientation on fast path copy On Off* | Enable the printer to use the orientation setting under the Copy menu when sending quick copy jobs. |
| Device Operations Enable Optional Parallel Port Off* On | Enable an optional parallel port. Note: When set to On, the printer restarts. |
| Toner patch sensor setup Calibration frequency preference Disabled Fewest color adjustment Fewer color adjustment Normal* Better color accuracy Best color accuracy | Set the printer to put down the correct amount of toner to maintain color consistency. |
| Toner patch sensor setup Full calibration | Run the full color calibration. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| Toner patch sensor setup Print TPS information page | Print a diagnostic page that contains information on toner patch sensor calibration. |
| App Configuration LES Applications Off On* | Enable the Lexmark Embedded Solutions (LES) applications. Notes: <ul style="list-style-type: none"> • This menu item is available only in some printer models. • When set to On, this setting does not affect built-in applications. |
| Scanner Configuration Scanner Manual Registration Print Quick Test | Print a Quick Test target page. Note: Make sure that the margin spacing on the target page is uniform all the way around the target. If it is not, then the printer margins may need to be reset. |
| Scanner Configuration Scanner Manual Registration Front ADF Registration Rear ADF Registration Flatbed Registration | Manually register the flatbed and ADF after replacing the ADF, scanner glass, or controller board. |
| Scanner Configuration Edge Erase Flatbed Edge Erase 0–6 (3*) ADF Edge Erase 0–6 (3*) | Set the size, in millimeters, of the no-print area around an ADF or flatbed scan job. |
| Scanner Configuration ADF Deskew ADF Mechanical Deskew Off On Auto* | Set the printer to perform ADF mechanical skew adjustment. |
| Scanner Configuration Disabled Scanner Enabled* Disabled ADF Disabled | Disable the scanner when it is not working properly. |
| Scanner Configuration Tiff Byte Order CPU Endianness* Little Endian Big Endian | Set the byte order of a TIFF-formatted scan output. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Scanner Configuration Exact Tiff Rows Per Strip On* Off | Set the RowsPerStrip tag value of a TIFF-formatted scan output. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Out of Service Erase

| Menu item | Description |
|--|--|
| Out of Service Erase Memory Last Sanitized Hard Disk Last Sanitized | Show information on when the printer memory or hard disk was last sanitized. Note: Hard Disk Last Sanitized appears only in printers with a hard disk installed. |
| Out of Service Erase Sanitize all information on nonvolatile memory Sanitize all information on hard disk Erase all printer and network settings | Clear all settings and applications that are stored in the printer memory or hard disk. Note: Sanitize all information on hard disk appears only in printers with a hard disk installed. |

Visible Home Screen Icons

Visible Home Screen Icons

Note: This menu appears only in some printer models.

| Menu | Description |
|---|---|
| Copy E-mail Fax Status/Supplies Job Queue Change Language Shortcut Center Address Book Bookmarks Held Jobs USB FTP Scan Profiles App Profiles Forms and Favorites Scan Center Card Copy | Specify which icons to show on the home screen. |

About this Printer

| Menu item | Description |
|---|---|
| Asset Tag¹ | Describe the printer. The maximum length is 32 characters. |
| Printer's Location¹ | Identify the printer location. The maximum length is 63 characters. |
| Contact¹ | Personalize the printer name. The maximum length is 63 characters. |
| Export Configuration File to USB² | Export configuration files to a flash drive. |
| Export Compressed Logs to USB² | Export compressed log files to a flash drive. |
| Send Logs Cancel Send | Send diagnostic information to Lexmark. |

¹ In some printer models, this menu item can be configured only from the Embedded Web Server.

² This menu item appears only in some printer models.

Print

Layout

| Menu item | Description |
|---|--|
| Sides 1-sided* 2-sided | Specify whether to print on one side or two sides of the paper. |
| Flip Style Long Edge* Short Edge | Determine which side of the paper (long edge or short edge) is bound when performing two-sided printing. Note: Depending on the option selected, the printer automatically offsets each printed information of the page to bind the job correctly. |
| Blank Pages Print Do Not Print* | Print blank pages that are included in a print job. |
| Collate Off [1,1,1,2,2,2]* On [1,2,1,2,1,2] | Keep the pages of a print job stacked in sequence, particularly when printing multiple copies of the job. |
| Separator Sheets None* Between Copies Between Jobs Between Pages | Insert blank separator sheets when printing. |

Note: An asterisk (*) next to a value indicates the factory default setting.

| Menu item | Description |
|---|---|
| Separator Sheet Source Tray [x] (1*) Multipurpose Feeder | Specify the paper source for the separator sheet. Note: The multipurpose feeder is available only in some printer models. |
| Pages per Side Off* 2 pages per side 3 pages per side 4 pages per side 6 pages per side 9 pages per side 12 pages per side 16 pages per side | Print multiple page images on one side of a sheet of paper. |
| Pages per Side Ordering Horizontal* Reverse Horizontal Vertical Reverse Vertical | Specify the positioning of multiple page images when using Pages per Side. Note: The positioning depends on the number of page images and their page orientation. |
| Pages per Side Orientation Auto* Landscape Portrait | Specify the orientation of a multiple-page document when using Pages per Side. |
| Pages per Side Border None* Solid | Print a border around each page image when using Pages per Side. |
| Copies 1–9999 (1*) | Specify the number of copies for each print job. |
| Print Area Normal* Fit to page Whole Page | Set the printable area on a sheet of paper. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Setup

| Menu item | Description |
|---|--|
| Printer Language PCL Emulation PS Emulation* | Set the printer language. Note: Setting a printer language default does not prevent a software program from sending print jobs that use another printer language. |
| Job Waiting Off* On | Preserve print jobs requiring supplies so that jobs not requiring the missing supplies can print. Note: This menu item appears only when a printer hard disk is installed. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Job Hold Timeout 0–255 (30*) | Set the time in seconds that the printer waits for user intervention before it holds jobs that require unavailable resources and continues to print other jobs in the print queue. Note: This menu item appears only when a printer hard disk is installed. |
| Printer Usage Max Speed Max Yield* | Determine how the color imaging kit operates during printing. Notes: <ul style="list-style-type: none"> • When set to Max Yield, the color imaging kit slows or stops while printing groups of black-only pages. • When set to Max Speed, the color imaging kit always runs while printing, whether color or black pages are being printed. |
| Download Target RAM* Disk | Specify where to save all permanent resources, such as fonts and macros, that have been downloaded to the printer. Note: This menu item appears only when a printer hard disk is installed. |
| Resource Save Off* On | Determine what the printer does with downloaded resources, such as fonts and macros, when it receives a job that requires more than the available memory. Notes: <ul style="list-style-type: none"> • When set to Off, the printer retains downloaded resources only until memory is needed. Resources associated with the inactive printer language are deleted. • When set to On, the printer preserves all the permanent downloaded resources across all language switches. When necessary, the printer shows memory full messages instead of deleting permanent resources. |
| Print All Order Alphabetical* Newest First Oldest First | Specify the order when you choose to print all held and confidential jobs. Note: This menu item appears only when a printer hard disk is installed. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Quality

Quality

| Menu item | Description |
|---|---|
| Print Mode Black and White Color* | Set the print mode. |
| Print Resolution 4800 CQ* 1200 dpi | Set the resolution for the printed output. Note: 4800 CQ provides high-quality output at maximum speed. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Toner Darkness 1 to 5 (4*) | Determine the lightness or darkness of text images. |
| Halftone Normal* Detail | Enhance the printed output to have smoother lines with sharper edges. |
| Color Saver Off* On | Reduce the amount of toner used to print graphics and images. |
| RGB Brightness -6 to 6 (0*) | Adjust the brightness, contrast, and saturation for color output. Note: This setting does not affect files where CMYK color specifications are used. |
| RGB Contrast 0 to 5 (0*) | |
| RGB Saturation 0 to 5 (0*) | |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|--|--|
| Color Balance Cyan -5 to 5 (0*) Magenta -5 to 5 (0*) Yellow -5 to 5 (0*) Black -5 to 5 (0*) Reset Defaults | Adjust the amount of toner that is used for each color. |
| Color Correction Off Auto* Manual Color Correction Content | Modify the color settings used to print documents. Notes: <ul style="list-style-type: none"> • Off sets the printer to receive the color correction from the software. • Auto sets the printer to apply different color profiles to each object on the printed page. • Manual allows the customization of the RGB or CMYK color conversions applied to each object on the printed page. • Color Correction Content is available only when Color Correction is set to Manual. |
| Color Samples Print Color Samples | Print sample pages for each of the RGB and CMYK color conversion tables used in the printer. |
| Color Adjust | Calibrate the printer to adjust color variations in the printed output. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Spot Color Replacement Set Custom CMYK | Assign specific CMYK values to twenty named spot colors. |
| RGB Replacement | Match the colors of the output with that of the original document. Notes: <ul style="list-style-type: none"> • This menu item requires that you select the Display-True-Black color table. • This menu item appears only in the Embedded Web Server. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Job Accounting

Note: This menu appears only when a printer hard disk is installed.

| Menu item | Description |
|---|--|
| Job Accounting Off* On | Set the printer to create a log of the print jobs that it receives. |
| Accounting Log Frequency Daily Weekly Monthly* | Specify how often the printer creates a log file. |
| Log Action at End of Frequency None* E-mail Current Log E-mail & Delete Current Log Post Current Log Post & Delete Current Log | Specify how the printer responds when the frequency threshold expires. Note: The value defined in Accounting Log Frequency determines when this action is triggered. |
| Log Near Full Level Off* On | Specify the maximum size of the log file before the printer executes the Log Action at Near Full. |
| Log Action at Near Full None* E-mail Current Log E-mail & Delete Current Log E-mail & Delete Oldest Log Post Current Log Post & Delete Current Log Post & Delete Oldest Log Delete Current Log Delete Oldest Log Delete All But Current Delete All Logs | Specify how the printer responds when the hard disk is nearly full. Note: The value defined in Log Near Full Level determines when this action is triggered. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| Log Action at Full None* E-mail & Delete Current Log E-mail & Delete Oldest Log Post & Delete Current Log Post & Delete Oldest Log Delete Current Log Delete Oldest Log Delete All But Current Delete All Logs | Specify how the printer responds when disk usage reaches the maximum limit (100MB). |
| URL to Post Log | Specify where the printer posts job accounting logs. |
| E-mail Address to Send Logs | Specify the e-mail address to which the printer sends job accounting logs. |
| Log File Prefix | Specify the prefix for the log file name. Note: The current host name defined in the TCP/IP menu is used as the default log file prefix. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

XPS

| Menu item | Description |
|---|--|
| Print Error Pages Off* On | Print a test page that contains information on errors, including XML markup errors. |
| Minimum Line Width 1–30 (2*) | Set the minimum stroke width. Notes: <ul style="list-style-type: none"> Jobs printed in 1200 dpi use the value directly. Jobs printed in 4800 CQ use half the value. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

PDF

| Menu item | Description |
|---|--|
| Scale to Fit Off* On | Scale the page content to fit the selected paper size. |
| Annotations Print Do Not Print* | Specify whether to print annotations in the PDF. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

PostScript

| Menu item | Description |
|---|--|
| Print PS Error Off* On | Print a page that describes the PostScript® error. Note: When an error occurs, processing of the job stops, the printer prints an error message, and the rest of the print job is flushed. |
| Minimum Line Width 1–30 (2*) | Set the minimum stroke width. Notes: <ul style="list-style-type: none"> Jobs printed in 1200 dpi use the value directly. Jobs printed in 4800 CQ use half the value. |
| Lock PS Startup Mode Off* On | Disable the SysStart file. |
| Image Smoothing Off* On | Enhance the contrast and sharpness of low-resolution images. Note: This setting has no effect on images with a resolution of 300 dpi or higher. |
| Font Priority Resident* Flash/Disk | Establish the font search order. Notes: <ul style="list-style-type: none"> Resident sets the printer to search its memory for the requested font before searching the flash memory or printer hard disk. Flash/Disk sets the printer to search the flash memory or printer hard disk for the requested font before searching the printer memory. This menu item appears only when a flash memory or printer hard disk is installed. |
| Wait Timeout Off On* (40 seconds) | Set the printer to wait for more data before canceling a print job. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

PCL

| Menu item | Description |
|---|---|
| Font Source Resident* Disk Flash All | Choose the source which contains the default font selection. Notes: <ul style="list-style-type: none"> Flash and Disk appear only in some printer models. For Flash and Disk to appear, make sure that they are not read- or write-protected. |
| Font Name [List of available fonts] (Courier*) | Select a font from the specified font source. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Symbol Set [List of available symbol set] (10U PC-8*) | Specify the symbol set for each font name. Note: A symbol set is a set of alphabetic and numeric characters, punctuation, and special symbols. Symbol sets support the different languages or specific programs such as math symbols for scientific text. |
| Pitch 0.08–100 (10*) | Specify the pitch for fixed or monospaced fonts. Note: Pitch refers to the number of fixed-space characters in a horizontal inch of type. |
| Orientation Portrait* Landscape | Specify the orientation of text and graphics on the page. |
| Lines per Page 1–255 | Specify the number of lines of text for each page printed through the PCL® datastream. Notes: <ul style="list-style-type: none"> • This menu item activates vertical escapement that causes the selected number of requested lines to print between the default margins of the page. • 60 is the U.S. factory default setting. 64 is the international factory default setting. |
| PCL5 Minimum Line Width 1–30 (2*) | Set the initial minimum stroke width. Notes: |
| PCLXL Minimum Line Width 1–30 (2*) | <ul style="list-style-type: none"> • Jobs printed in 1200 dpi use the value directly. • Jobs printed in 4800CQ use half the value. |
| A4 Width 198 mm* 203 mm | Set the width of the logical page on A4-size paper. Note: Logical page is the space on the physical page where data is printed. |
| Auto CR after LF Off* On | Set the printer to perform a carriage return after a line feed control command. Note: Carriage return is a mechanism that commands the printer to move the position of the cursor to the first position on the same line. |
| Auto LF after CR Off* On | Set the printer to perform a line feed after a carriage return control command. |
| Tray Renumber Assign MP Feeder Assign Tray [x] Assign Manual Paper Assign Manual Envelope | Configure the printer to work with a different print driver or custom application that uses a different set of source assignments to request a given paper source. Choose from the following options: Off*—The printer uses the factory default paper source assignments. None—The paper source ignores the Select Paper Feed command. 0–199—Select a numeric value to assign a custom value to a paper source. Note: The multipurpose feeder is available only in some printer models. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Tray Renumber View Factory Defaults | Show the factory default value assigned for each paper source. |
| Tray Renumber Restore Defaults | Restore the tray renumber values to their factory defaults. |
| Print Timeout Off On* [90] | Set the printer to end a print job after it has been idle for the specified amount of time in seconds. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

HTML

| Menu item | Description |
|---|--|
| Font Name [List of fonts] (Times*) | Set the font to use for HTML documents. |
| Font Size 1–255 (12*) | Set the font size to use for HTML documents. |
| Scale 1–400% (100*) | Scale HTML documents. |
| Orientation Portrait* Landscape | Set the page orientation for HTML documents. |
| Margin Size 8–255 mm (19*) | Set the page margin for HTML documents. |
| Backgrounds Do Not Print Print* | Print background information or graphics for HTML documents. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Image

| Menu item | Description |
|---|---|
| Auto Fit On Off* | Select the best available paper size and orientation setting for an image. Note: When set to On, this menu item overrides the scaling and orientation settings for the image. |
| Invert Off* On | Invert bitonal monochrome images. Note: This menu item does not apply to GIF or JPEG image formats. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Scaling Anchor Top Left Best Fit* Anchor Center Fit Height/Width Fit Height Fit Width | Adjust the image to fit the printable area. Note: When Auto Fit is set to On, Scaling is automatically set to Best Fit. |
| Orientation Portrait* Landscape Reverse Portrait Reverse Landscape | Specify the orientation of text and graphics on the page. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Paper

Tray Configuration

Tray Configuration

| Menu item | Description |
|--|---|
| Default Source Tray [x] (1*) Multipurpose Feeder Manual Paper Manual Envelope | Set the paper source for all print jobs. Note: Multipurpose Feeder only appears when Configure MP is set to Cassette. |
| Paper Size/Type Tray [x] Multipurpose Feeder Manual Paper Manual Envelope | Specify the paper size or paper type loaded in each paper source. |
| Substitute Size Off Statement/A5 Letter/A4 All Listed* | Set the printer to substitute a specified paper size if the requested size is not loaded in any paper source. Notes: <ul style="list-style-type: none"> • Off prompts the user to load the required paper size. • Statement/A5 prints an A5-size document on statement when loading statement, and statement-size jobs on A5 paper size when loading A5. • Letter/A4 prints an A4-size document on letter when loading letter, and letter-size jobs on A4 paper size when loading A4. • All Listed substitutes Letter/A4. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Media Configuration

Universal Setup

| Menu item | Description |
|---|---|
| Units of Measure Inches Millimeters | Specify the unit of measurement for the universal paper. Note: Inches is the U.S. factory default setting. Millimeters is the international factory default setting. |
| Portrait Width 3–14.17 inches (8.50*) 76–359.91 mm (216*) | Set the portrait width of the universal paper. |
| Portrait Height 3–14.17 inches (14*) 76–359.91 mm (356*) | Set the portrait height of the universal paper. |
| Feed Direction Short Edge* Long Edge | Set the printer to pick paper from the short edge or long edge direction. Note: Long Edge appears only when the longest edge is shorter than the maximum width supported. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Custom Scan Sizes

| Menu item | Description |
|---|--|
| Custom Scan Size [x] Scan Size Name Width 1–8.50 inches (8.50*) 25–216 mm (216*) Height 1–14 inches (14*) 25–356 mm (297*) Orientation Portrait* Landscape 2 scans per side Off* On | Assign a scan size name and configure the scan settings. |

Media Types

Media Types

| Menu item | Description |
|---|---|
| Plain Card Stock Recycled Glossy Labels Vinyl Labels Bond Envelope Letterhead Preprinted Colored Paper Light Heavy Rough/Cotton Custom Type [x] | Specify the texture and weight of the paper loaded. |

Copy

Copy Defaults

| Menu item | Description |
|---|--|
| Content Type Text Text/Photo* Photo Graphics | Improve the output result based on the content of the original document. |
| Content Source Black and White Laser Color Laser* Inkjet Photo/Film Magazine Newspaper Press Other | Improve the output result based on the source of the original document. |
| Sides 1 sided to 1 sided* 1 sided to 2 sided 2 sided to 1 sided 2 sided to 2 sided | Specify the scanning behavior based on the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Separator Sheets None* Between Copies Between Jobs Between Pages | Specify whether to insert blank separator sheets when printing. |
| Separator Sheet Source Tray [x] (1*) Multipurpose Feeder | Specify the paper source for the separator sheet. |
| Color Off On* Auto | Specify whether to print copies in color. |
| Pages per Side Off* 2 Portrait pages 4 Portrait pages 2 Landscape pages 4 Landscape pages | Specify the number of page images to print on one side of a sheet of paper. |
| Print Page Borders Off* On | Place a border around each image when printing multiple pages on a single page. |
| Collate Off [1,1,1,2,2,2] On [1,2,1,2,1,2]* | Print multiple copies in sequence. |
| “Copy from” Size [List of paper sizes] | Set the paper size of the original document. Notes: <ul style="list-style-type: none"> • Letter is the U.S. factory default setting. A4 is the international factory default setting. • This menu item may vary depending on your printer model. |
| “Copy to” Source Tray [x] (1*) Multipurpose Feeder Auto Size Match | Specify the paper source for the copy job. |
| Temperature -4 to 4 (0*) | Specify whether to generate a cooler or warmer output. |
| Darkness -4 to 4 (0*) | Adjust the darkness of the scanned image. |
| Number of Copies 1–9999 (1*) | Specify the number of copies. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Header/Footer Top left Top middle Top right Bottom left Bottom middle Bottom right | Apply a header or footer on the printed output. |
| Overlay Confidential Copy Draft Urgent Custom Off* | Specify the overlay text printed on each page of the copy job. |
| Custom overlay | Type a custom overlay text. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|--|---|
| Color Balance -4 to 4 (0*) | Adjust the amount of toner being used in each color. |
| Color Dropout None* Red Green Blue Default Red Threshold 0–255 (128*) Default Green Threshold 0–255 (128*) Default Blue Threshold 0–255 (128*) | Specify which color to drop during scanning, and adjust the dropout setting for that color. |
| Auto Color Detect Color Sensitivity 1–9 (5*) Area Sensitivity 1–9 (5*) | Set the amount of color that the printer detects from the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Contrast Best for Content* 0 1 2 3 4 5 | Specify the contrast of the output. |
| Background Removal Background Detection Content-based* Fixed Level -4 to 4 (0*) | Adjust the amount of background visible on a scanned image. Note: If you want to remove the background color from the original document, then set Background Detection to Content-based. If you want to remove image noise from a photo, then set Background Detection to Fixed. |
| Auto Center Off* On | Align the content at the center of the page. |
| Mirror Image Off* On | Create a mirror image of the original document. |
| Negative Image Off* On | Create a negative image of the original document. |
| Shadow Detail -4 to 4 (0*) | Adjust the amount of shadow detail visible on a scanned image. |
| Scan Edge to Edge Off* On | Allow edge-to-edge scanning of the original document. |
| Sharpness 1–5 (3*) | Adjust the sharpness of a scanned image. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|---|---|
| Allow Color Copies Off On* | Print copies in color. |
| Allow Priority Copies Off On* | Interrupt a print job to copy a page or document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Custom Job Scanning Off* On | Turn on scanning of custom jobs by default. |
| Allow Save as Shortcut Off On* | Save custom copy settings as shortcuts. |
| Sample Copy | Print a sample copy. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax

Fax Defaults

Fax Mode

| Menu item | Description |
|--|---|
| Fax Mode Fax Fax Server Disabled | Select a fax mode. Note: Depending on your printer model, the factory default setting may vary. |

Fax Setup

General Fax settings

| Menu item | Description |
|---|---|
| Fax Name | Identify your fax machine. |
| Fax Number | Identify your fax number. |
| Fax ID Fax Name Fax Number* | Notify fax recipients of your fax name or fax number. |
| Enable Manual Fax Off* On | Set the printer to fax manually. Notes: <ul style="list-style-type: none"> • This menu item requires a line splitter and a telephone handset. • Use a regular telephone line to answer an incoming fax job and to dial a fax number. • To go directly to the manual fax function, touch # and 0 on the keypad. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Memory Use All receive Mostly receive Equal* Mostly send All send | Set the amount of internal printer memory allocated for faxing. Note: This menu item prevents memory buffer conditions and failed faxes. |
| Cancel Faxes Allow* Don't Allow | Cancel outgoing faxes before they are transmitted, or cancel incoming faxes before they finish printing. |
| Fax Number Masking Off* From Left From Right | Specify the format for masking an outgoing fax number. |
| Digits to Mask 0–58 (0*) | Specify the number of digits to mask in an outgoing fax number. |
| Enable Line Connected Detection On* Off | Determine whether a telephone line is connected to the printer. Note: Detection takes place when turning on the printer and before each call. |
| Enable Line In Wrong Jack Detection Off On* | Determine whether a telephone line is connected to the correct port on the printer. Note: Detection takes place when turning on the printer and before each call. |
| Enable Extension in Use Support Off On* | Determine whether a telephone line is used by another device, such as another phone on the same line. Note: Detection takes place when turning on the printer and before each call. |
| Optimize Fax Compatibility | Configure the printer fax functionality for optimal compatibility with other fax machines. |
| Fax Transport T.38 Analog G.711 etherFAX | Set the fax transport method. Notes: <ul style="list-style-type: none"> • This menu item appears only if an etherFAX or Fax over IP (FoIP) license bundle is installed in the printer. • Depending on your printer model, the factory default settings may vary. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

HTTPS Fax Settings

Note: This menu appears only if Fax Transport is set to etherFAX.

| Menu item | Description |
|---|--|
| HTTPS service URL | Specify the etherFAX service URL. |
| HTTPS Proxy | Specify a proxy server URL. |
| HTTPS Proxy User | Specify the user name and password for the proxy server. |
| HTTPS Proxy Password | |
| Fax Send Encryption Disabled Enabled* Required | Enable encryption for outgoing fax messages. |
| Fax Receive Encryption Disabled Enabled* Required | Enable encryption for incoming fax messages. |
| HTTPS Fax Status | Show the etherFAX communication status. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Send Settings

| Menu item | Description |
|---|---|
| Resolution Standard* Fine Super Fine Ultra Fine | Set the resolution of the scanned image. Note: A higher resolution increases fax transmission time and requires more memory. |
| Original Size [List of paper sizes] (Mixed Sizes*) | Specify the size of the original document. |
| Orientation Portrait* Landscape | Specify the orientation of the original document. Note: This menu item appears only in some printer models. |
| Sides Off* Short Edge Long Edge | Specify the orientation of the original document when scanning on both sides of the document. Note: This menu item appears only in some printer models. |
| Content Type Text* Text/Photo Photo Graphics | Improve the output result based on the content of the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Content Source Black and White Laser Color Laser* Inkjet Photo/Film Magazine Newspaper Press Other | Improve the output result based on the source of the original document. |
| Darkness 1–9 (5*) | Adjust the darkness of the scanned image. |
| Behind a PABX On Off* | Set the printer to dial a fax number without waiting to recognize the dial tone. Note: Private Automated Branch Exchange (PABX) is a telephone network that allows a single access number to offer multiple lines to outside callers. |
| Dial Mode Tone* Pulse | Specify the dial mode for incoming or outgoing faxes. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|--|---|
| Color Balance Cyan - Red -4 to 4 (0*) Magenta - Green -4 to 4 (0*) Yellow - Blue -4 to 4 (0*) | Adjust the color intensity during scanning. |
| Color Dropout Color Dropout (None*) Default Red Threshold (128*) Default Green Threshold (128*) Default Blue Threshold (128*) | Specify which color to drop during scanning, and adjust the dropout setting for that color. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Contrast Best for Content* 0 1 2 3 4 5 | Set the contrast of the output. |
| Background Removal Level -4 to 4 (0*) | Adjust the amount of background visible on a scanned image. |
| Mirror Image Off* On | Create a mirror image of the original document. |
| Negative Image Off* On | Create a negative image of the original document. |
| Shadow Detail -4 to 4 (0*) | Adjust the amount of shadow detail visible on a scanned image. |
| Scan Edge to Edge On Off* | Allow edge-to-edge scanning of the original document. |
| Sharpness 1–5 (3*) | Adjust the sharpness of the scanned image. |
| Temperature -4 to 4 (0*) | Specify whether to generate a cooler or warmer output. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|--|---|
| Enable Color Fax Scans Off by Default* On by Default Never Use Always Use | Enable color scans for fax. |
| Automatic Redial 0–9 (5*) | Adjust the number of redial attempts based on the activity levels of recipient fax machines. |
| Redial Frequency 1–200 minutes (3*) | Increase the time between redial attempts to increase the chance of sending fax successfully. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Enable ECM On* Off | Activate Error Correction Mode (ECM) for fax jobs. Note: ECM detects and corrects errors in the fax transmission process caused by telephone line noise and poor signal strength. |
| Enable Fax Scans On* Off | Fax documents that are scanned at the printer. |
| Driver to Fax On* Off | Allow the print driver to send fax. |
| Allow Save as Shortcut On* Off | Save fax numbers as shortcuts on the printer. |
| Max Speed 33600* 14400 9600 4800 2400 | Set the maximum speed for sending fax. |
| Custom Job Scanning Off* On | Turn on scanning of custom jobs by default. Note: This menu item appears only when a hard disk is installed. |
| Scan Preview Off* On | Show a preview of the scan on the display. Note: This menu item appears only when a hard disk is installed. |
| Adjust ADF Skew Off* On | Correct slight skew in the scanned image. |
| Auto Convert Color Faxes to Mono Faxes On* Off | Convert all outgoing color faxes to black and white. |
| Confirm Fax Number Off* On | Ask the user to confirm the fax number. |
| Dial Prefix | Set a dialing prefix. |
| Dialing Prefix Rules | Establish a dialing prefix rule. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Receive Settings

| Menu item | Description |
|---|--|
| Fax Job Waiting None* Toner Toner and Supplies | Remove fax jobs that request specific unavailable resources from the print queue. |
| Rings to Answer 1–25 (3*) | Set the number of rings for incoming fax. |
| Auto Reduction On* Off | Scale incoming fax to fit on the page. |
| Paper Source Tray [X] Auto* | Set the paper source for printing incoming fax. |
| Sides On Off* | Print on both sides of the paper. |
| Separator Sheets None* Before Job After Job | Specify whether to insert blank separator sheets when printing. |
| Separator Sheet Source Tray [X] (1*) | Specify the paper source for the separator sheet. |
| Output Bin Standard Bin | Specify the output bin for received faxes. |
| Fax Footer On Off* | Print the transmission information at the bottom of each page from a received fax. |
| Fax Footer Time Stamp Receive* Print | Print the time stamp at the bottom of each page from a received fax. |
| Staple Off* 1 staple 2 staples | Staple the printed fax document. Note: This menu item appears only when a finisher is installed. |
| Holding Faxes Held Fax Mode Off* Always On Manual Scheduled | Hold received faxes from printing until they are released. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|---|--|
| Enable Fax Receive On* Off | Set the printer to receive fax. |
| Enable Color Fax Receive On* Off | Set the printer to receive fax in color. |
| Enable Caller ID On Off* | Show the number that is sending the incoming fax. |
| Block No Name Fax On Off* | Block incoming faxes sent from devices with no station ID or fax ID specified. |
| Banned Fax List Add Banned Fax | Specify the phone numbers that you want to block. |
| Answer On All Rings* Single Ring Only Double Ring Only Triple Ring Only Single or Double Rings Only Single or Triple Rings Only Double or Triple Rings Only | Set a distinctive ring pattern for incoming fax. |
| Auto Answer On* Off | Set the printer to receive fax automatically. |
| Manual Answer Code 0–9 (9*) | Manually enter a code on the telephone number pad to begin receiving fax. Notes: <ul style="list-style-type: none"> • This menu item appears only when the printer shares a line with a telephone. • This menu item appears only when you set the printer to receive fax manually. |
| Fax Forwarding Print* Print and Forward Forward | Specify whether to forward received fax. |
| Forward To Destination 1 Destination 2 | Specify where to forward received fax. Note: This menu item appears only when Fax Forwarding is set to Print and Forward or Forward. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Max Speed 33600* 14400 9600 4800 2400 | Set the maximum speed for transmitting fax. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Cover Page

| Menu item | Description |
|--|--|
| Fax Cover Page Off by Default* On by Default Never Use Always Use | Configure the settings for the fax cover page. |
| Include To field Off* On | |
| Include From field Off* On | |
| From | |
| Include Message Field Off* On | |
| Message: | |
| Include Logo Off* On | |
| Include Footer [x] Off* On | |
| Footer [x] | |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Log settings

| Menu item | Description |
|---|--|
| Transmission Log Frequency Always* Never Only for Error | Specify how often the printer creates a transmission log. |
| Transmission Log Action Print Off On* E-mail Off* On | Print or e-mail a log for successful fax transmission or transmission error. |
| Receive Error Log Print Never* Print on Error | Print a log for fax-receive failures. |
| Auto Print Logs On* Off | Print all fax activity. |
| Log Paper Source Tray [x] (1*) | Specify the paper source for printing logs. |
| Logs Display Remote Fax Name* Dialed Number | Identify the sender by remote fax name or fax number. |
| Enable Job Log On* Off | View a summary of all fax jobs. |
| Enable Call Log On* Off | View a summary of fax dialing history. |
| Log Output Bin Standard Bin* Bin [x] | Specify the output bin for printed logs. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Speaker settings

| Menu item | Description |
|---|---------------------------|
| Speaker Mode Always Off* Always On On until Connected | Set the fax speaker mode. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--------------------------------|
| Speaker Volume Low* High | Adjust the fax speaker volume. |
| Ringer Volume Off* On | Enable the ringer volume. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Server Setup

General Fax Settings

| Menu item | Description |
|---|--|
| To Format | Specify a fax recipient. Note: If you want to use the fax number, then type the number sign (#) before a number. |
| Reply Address | Specify a reply address for sending fax. |
| Subject | Specify the fax subject and message. |
| Message | |
| Enable analog receive Off* On | Set the printer to receive analog faxes. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Fax Server E-mail Settings

| Menu item | Description |
|---|---|
| Use E-mail SMTP Server On* Off | Use the Simple Mail Transfer Protocol (SMTP) settings for e-mail in receiving and sending faxes. Note: When set to On, all other settings of the Fax Server E-mail Settings menu are not shown. |
| Primary SMTP Gateway | Type the IP address or host name of the primary SMTP server. |
| Primary SMTP Gateway Port 1–65535 (25*) | Enter the port number of the primary SMTP server. |
| Secondary SMTP Gateway | Type the server IP address or host name of your secondary or backup SMTP server. |
| Secondary SMTP Gateway Port 1–65535 (25*) | Enter the server port number of your secondary or backup SMTP server. |
| SMTP Timeout 5–30 (30*) | Set the time before the printer times out if the SMTP server does not respond. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Reply Address | Specify a reply address for sending fax. |
| Use SSL/TLS Disabled* Negotiate Required | Specify whether to send fax using an encrypted link. |
| Require Trusted Certificate Off On* | Specify a trusted certificate when accessing the SMTP server. |
| SMTP Server Authentication No authentication required* Login / Plain NTLM CRAM-MD5 Digest-MD5 Kerberos 5 | Set the authentication type for the SMTP server. |
| Device-Initiated E-mail None* Use Device SMTP Credentials | Specify whether credentials are required for device-initiated e-mail. |
| User-Initiated E-mail None* Use Device SMTP Credentials Use Session User ID and Password Use Session E-mail address and Password Prompt user | Specify whether credentials are required for user-initiated e-mail. |
| Use Active Directory Device Credentials Off* On | Enable user credentials and group destinations to connect to the SMTP server. |
| Device Userid | Specify the user ID and password to connect to the SMTP server. |
| Device Password | |
| Kerberos 5 REALM | Specify the realm for the Kerberos 5 authentication protocol. |
| NTLM Domain | Specify the domain name for the NTLM security protocol. |
| Disable "SMTP server not set up" error Off* On | Hide the "SMTP server not set up" error message. |

Note: An asterisk (*) next to a value indicates the factory default setting.

Fax Server Scan Settings

| Menu item | Description |
|---|---|
| Image Format TIFF (.tif) PDF (.pdf)* XPS (.xps) | Specify the file format for the scanned image. |
| Content Type Text* Text/Photo Photo Graphics | Improve the output result based on the content of the original document. |
| Content Source Black and White Laser Color Laser* Inkjet Photo/Film Magazine Newspaper Press Other | Improve the output result based on the source of the original document. |
| Fax Resolution Standard* Fine Super Fine Ultra Fine | Set the fax resolution. |
| Sides Off* Short Edge Long Edge | Specify the orientation of the original document when scanning on both sides of the document. |
| Darkness 1–9 (5*) | Set the darkness of the output. |
| Orientation Portrait* Landscape | Specify the orientation of text and graphics on the page. |
| Original Size [List of paper sizes] | Set the paper size of the original document. Notes: <ul style="list-style-type: none"> • Mixed Sizes is the U.S. factory default setting. A4 is the international factory default setting. • This setting may vary depending on your printer model. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Use Multi-Page TIFF Off On* | Choose between single- and multiple-page TIFF files. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

E-mail

E-mail Setup

| Menu item | Description |
|---|--|
| Primary SMTP Gateway | Type the IP address or host name of the primary SMTP server for sending e-mail. |
| Primary SMTP Gateway Port 1–65535 (25*) | Enter the port number of the primary SMTP server. |
| Secondary SMTP Gateway | Type the server IP address or host name of your secondary or backup SMTP server. |
| Secondary SMTP Gateway Port 1–65535 (25*) | Enter the server port number of your secondary or backup SMTP server. |
| SMTP Timeout 5–30 seconds (30*) | Set the time before the printer times out if the SMTP server does not respond. |
| Reply Address | Specify a reply address in the e-mail. |
| Always use SMTP default Reply Address On* Off | Always use the default reply address in the SMTP server. |
| Use SSL/TLS Disabled* Negotiate Required | Specify whether to send e-mail using an encrypted link. |
| Require Trusted Certificate Off On* | Require a trusted certificate when accessing the SMTP server. |
| SMTP Server Authentication No authentication required* Login / Plain NTLM CRAM-MD5 Digest-MD5 Kerberos 5 | Set the authentication type for the SMTP server. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Device-Initiated E-mail None* Use Device SMTP Credentials | Specify whether credentials are required for device-initiated e-mail. |
| User-Initiated E-mail None* Use Device SMTP Credentials Use Session User ID and Password Use Session E-mail address and Password Prompt user | Specify whether credentials are required for user-initiated e-mail. |
| Use Active Directory Device Credentials Off On* | Enable user credentials and group designations to connect to the SMTP server. |
| Device Userid | Specify the user ID and password to connect to the SMTP server. |
| Device Password | |
| Kerberos 5 REALM | Specify the realm for the Kerberos 5 authentication protocol. |
| NTLM Domain | Specify the domain name for the NTLM security protocol. |
| Disable "SMTP server not set up" error Off* On | Hide the "SMTP server not set up" error message. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

E-mail Defaults

| Menu item | Description |
|--|--|
| Subject | Specify the e-mail subject and message. |
| Message | |
| File Name | Specify the file name for the scanned image. |
| Format PDF (.pdf)* TIFF (.tif) JPEG (.jpg) XPS (.xps) TXT (.txt) RTF (.rtf) DOCX (.docx) | Specify the file format for the scanned image. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| <p>Global OCR Settings</p> <ul style="list-style-type: none"> Recognized Languages Auto Rotate Despeckle Auto Contrast Enhance | <p>Configure the settings for optical character recognition (OCR).</p> <p>Note: This menu item appears only if you have purchased and installed an OCR solution.</p> |
| <p>PDF Settings</p> <ul style="list-style-type: none"> PDF Version <ul style="list-style-type: none"> 1.3 1.4 1.5* 1.6 1.7 Archival Version <ul style="list-style-type: none"> A-1a* A-1b Highly Compressed <ul style="list-style-type: none"> Off* On Secure <ul style="list-style-type: none"> Off* On Searchable <ul style="list-style-type: none"> Off* On Archival (PDF/A) <ul style="list-style-type: none"> Off* On | <p>Set the PDF format of the scanned image.</p> |
| <p>Content Type</p> <ul style="list-style-type: none"> Text Text/Photo* Photo Graphics | <p>Improve the output result based on the content of the original document.</p> |
| <p>Content Source</p> <ul style="list-style-type: none"> Black and White Laser* Color Laser Inkjet Photo/Film Magazine Newspaper Press Other | <p>Improve the output result based on the original document.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

| Menu item | Description |
|---|--|
| Color Black and White Gray Color* Auto | Specify the color when scanning an image. |
| Resolution 75 dpi 150 dpi* 200 dpi 300 dpi 400 dpi 600 dpi | Set the resolution of the scanned image. |
| Darkness -4 to 4 (0*) | Adjust the darkness of the scanned image. |
| Orientation Portrait* Landscape | Specify the orientation of text and graphics on the page. |
| Original Size [List of paper sizes] | Set the paper size of the original document. Note: Mixed Sizes is the factory default setting. |
| Sides Off* Long Edge Short Edge | Specify the page orientation of text and graphics when scanning a two-sided document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|---|---|
| Color Balance Cyan to Red -4 to 4 (0*) Magenta to Green -4 to 4 (0*) Yellow to Blue -4 to 4 (0*) | Adjust the color intensity during scanning. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|--|
| Color Dropout Color Dropout None* Red Green Blue Default Red Threshold 0–255 (128*) Default Green Threshold 0–255 (128*) Default Blue Threshold 0–255 (128*) | Specify which color to drop during scanning, and adjust the dropout setting for that color. |
| Auto Color Detect Color Sensitivity 1–9 (5*) Area Sensitivity 1–9 (5*) E-mail Bit Depth 1 bit* 8 bit | Set the amount of color that the printer detects from the original document. Note: This menu item appears only when Color is set to Auto. |
| JPEG Quality Best for content* 5–95 | Set the quality of a JPEG-format scanned image. Notes: <ul style="list-style-type: none"> • 5 reduces the file size, but lessens the image quality. • 95 provides the best image quality, but produces a large file size. |
| Contrast Best for content* 0 1 2 3 4 5 | Specify the contrast of the output. |
| Background Removal Background Detection Content-based* Fixed Level -4 to 4 (0*) | Adjust the amount of background visible on a scanned image. Note: If you want to remove the background color from the original document, then set Background Detection to Content-based. If you want to remove image noise from a photo, then set Background Detection to Fixed. |
| Mirror Image Off* On | Create a mirror image of the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Negative Image Off* On | Create a negative image of the original document. |
| Shadow Detail -4 to 4 (0*) | Adjust the amount of shadow detail visible on a scanned image. |
| Scan Edge to Edge Off* On | Allow edge-to-edge scanning of the original document. |
| Sharpness 1–5 (3*) | Adjust the sharpness of a scanned image. |
| Temperature -4 to 4 (0*) | Specify whether to generate a cooler or warmer output. |
| Blank Pages Blank Page Removal Blank Page Sensitivity | Specify whether to include blank pages. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|---|---|
| Max E-mail Size 0–65535 (0*) | Set the allowable file size for each e-mail. |
| Size Error Message | Specify an error message that the printer sends when an e-mail exceeds its allowable file size. Note: You can type up to 1024 characters. |
| Limit Destinations | Limit sending of e-mail only to the specified list of domain names. Note: Use a comma to separate each domain. |
| Send Me a Copy Never appears* On by Default Off by Default Always On | Send a copy of the e-mail to yourself. |
| Limit E-mail Recipients Off* On | Limit the number of e-mail recipients. |
| Use cc:/bcc: Off* On | Enable carbon copy and blind carbon copy in e-mail. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Use Multi-Page TIFF On* Off | Choose between single- and multiple-page TIFF files. |
| TIFF Compression LZW* JPEG | Set a compression option for TIFF files. |
| Text Default 5–95 (75*) | Set the quality of text on a scanned image. |
| Text/Photo Default 5–95 (75*) | Set the quality of text or photo on a scanned image. |
| Photo Default 5–95 (50*) | Set the quality of a photo on a scanned image. |
| Transmission Log Print log* Do Not Print Log Print Only For Error | Print a log for successful e-mail transmission. |
| Log Paper Source Tray [x] (1*) Multipurpose Feeder | Specify the paper source for printing logs. |
| Custom Job Scanning Off* On | Turn on scanning of custom jobs by default. Note: This menu item appears only when a hard disk is installed. |
| Scan Preview Off On* | Show the scan preview on the display. Note: This menu item appears only when a printer hard disk is installed. |
| Allow Save as Shortcut Off On* | Save e-mail addresses as shortcuts. Note: When set to Off, the Save As Shortcut button does not appear on the e-mail Destination screen. |
| E-mail Images Sent As Attachment* Web Link | Specify how to send the images in e-mail. |
| Reset E-mail Information After Sending Off On* | Restore the default e-mail information after sending an e-mail. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Web Link Setup

| Menu item | Description |
|------------------|---|
| Server | Set the printer to send e-mail as a web link. |
| Login | |
| Password | |
| Path | |
| File Name | |
| Web Link | |

FTP

FTP Defaults

| Menu item | Description |
|--|---|
| Format PDF (.pdf)* TIFF (.tif) JPEG (.jpg) XPS (.xps) TXT (.txt) RTF (.rtf) DOCX (.docx) | Specify the file format for the scanned image. Note: The menu items may vary depending on your printer model. |
| Global OCR Settings Recognized Languages Auto Rotate Despeckle Auto Contrast Enhance | Configure the settings for optical character recognition (OCR). Note: This menu appears only if you have purchased and installed an OCR solution. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| <p>PDF Settings</p> <ul style="list-style-type: none"> PDF Version <ul style="list-style-type: none"> 1.3 1.4 1.5* 1.6 1.7 Archival Version <ul style="list-style-type: none"> A-1a* A-1b Secure <ul style="list-style-type: none"> Off* On Archival (PDF/A) <ul style="list-style-type: none"> Off* On | <p>Set the PDF format for the scanned image.</p> |
| <p>Content Type</p> <ul style="list-style-type: none"> Text Text/Photo* Graphics Photo | <p>Improve the output result based on the content of the original document.</p> |
| <p>Content Source</p> <ul style="list-style-type: none"> Black and White Laser Color Laser* Inkjet Photo/Film Magazine Newspaper Press Other | <p>Improve the output result based on the source of the original document.</p> |
| <p>Color</p> <ul style="list-style-type: none"> Black and White Gray Color* Auto | <p>Specify the color when scanning an image.</p> |
| <p>Resolution</p> <ul style="list-style-type: none"> 75 dpi 150 dpi* 200 dpi 300 dpi 400 dpi 600 dpi | <p>Set the resolution of the scanned image.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

| Menu item | Description |
|---|--|
| Darkness -4 to 4 (0*) | Adjust the darkness of the scanned image. |
| Orientation Portrait* Landscape | Specify the orientation of text and graphics on the page. |
| Original Size [List of paper sizes] | Set the paper size of the original document. Notes: <ul style="list-style-type: none"> • Letter is the U.S. factory default setting. A4 is the international factory default setting. • The menu items may vary depending on your printer model. |
| Sides Off* Long Edge Short Edge | Specify the page orientation of text and graphics when scanning a two-sided document. |
| File Name | Specify the file name of the scanned image. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|--|---|
| Color Balance -4 to 4 (0*) | Adjust the amount of toner used for each color in scan output. |
| Color Dropout Color Dropout None* Red Green Blue Default Red Threshold 0–255 (128*) Default Green Threshold 0–255 (128*) Default Blue Threshold 0–255 (128*) | Specify which color to drop during scanning, and adjust the dropout setting for that color. |
| Auto Color Detect Color Sensitivity 1–9 (5*) Area Sensitivity 1–9 (5*) | Set the amount of color that the printer detects from the original document. Note: This menu item appears only when Color is set to Auto. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| JPEG Quality Best for content* 5–95 | Set the quality of a JPEG-format image. Notes: <ul style="list-style-type: none"> • 5 reduces the file size, but lessens the image quality. • 90 provides the best image quality, but produces a large file size. |
| Contrast Best for content* 0 1 2 3 4 5 | Specify the contrast of the output. |
| Background Removal Background Detection Content-based* Fixed Level -4 to 4 (0*) | Adjust the amount of background visible on a scanned image. Note: If you want to remove the background color from the original document, then set Background Detection to Content-based. If you want to remove image noise from a photo, then set Background Detection to Fixed. |
| Mirror Image Off* On | Create a mirror image of the original document. |
| Negative Image Off* On | Create a negative image of the original document. |
| Shadow Detail -4 to 4 (0*) | Adjust the amount of shadow detail visible on a scanned image. |
| Scan Edge to Edge Off* On | Allow edge-to-edge scanning of the original document. |
| Sharpness 1–5 (3*) | Adjust the sharpness of a scanned image. |
| Temperature -4 to 4 (0*) | Specify whether to generate a cooler or warmer output. |
| Blank Pages Blank Page Removal Blank Page Sensitivity | Specify whether to include blank pages. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|---|--|
| Text Default 5–95 (75*) | Set the quality of text on a scanned image. |
| Text/Photo Default 5–95 (75*) | Set the quality of text or photo image on a scanned image. |
| Photo Default 5–95 (50*) | Set the quality of a photo image on a scanned image. |
| Use Multi-Page TIFF On* Off | Choose between single- and multiple-page TIFF files. |
| TIFF Compression LZW* JPEG | Set a compression option for TIFF files. |
| Transmission Log Print Log* Do Not Print Log Print Only For Error | Print a log for successful FTP scan transmission. |
| Log Paper Source Tray [x] (1*) Multipurpose Feeder | Specify the paper source for printing FTP logs. |
| FTP Bit Depth 1 bit 8 bit* | Enable the Text/Photo mode to have smaller file sizes by using 1-bit image. Note: This menu item appears only when Color is set to Gray. |
| Custom Job Scanning Off* On | Turn on scanning of custom jobs by default. Note: This menu item appears only when a hard disk is installed. |
| Scan Preview Off On* | Show a preview of the scan on the display. Note: This menu item appears only when a hard disk is installed. |
| Allow Save as Shortcut Off On* | Save custom FTP settings as shortcuts. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

USB Drive

Flash Drive Scan

| Menu item | Description |
|---|---|
| Format PDF (.pdf)* TIFF (.tif) JPEG (.jpg) XPS (.xps) | Specify the file format for the scanned image. Note: The settings may vary depending on your printer model. |
| Global OCR Settings Recognized Languages Auto Rotate Despeckle Auto Contrast Enhance | Configure the settings for optical character recognition (OCR). Note: This menu appears only if you have purchased and installed an OCR solution. |
| PDF Settings PDF Version 1.3 1.4 1.5* 1.6 1.7 Archival Version A-1a* A-1b Secure Off* On Archival (PDF/A) Off* On | Set the PDF format for the scanned image. |
| Content Type Text Text/Photo* Graphics Photo | Improve the output result based on the content of the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Content Source Black and White Laser Color Laser* Inkjet Photo/Film Magazine Newspaper Press Other | Improve the output result based on the source of the original document. |
| Color Black and White Gray Color* Auto | Specify the color when scanning an image. |
| Resolution 75 dpi 150 dpi* 200 dpi 300 dpi 400 dpi 600 dpi | Set the resolution of the scanned image. |
| Darkness 1–9 (5*) | Adjust the darkness of the scanned image. |
| Orientation Portrait* Landscape | Specify the orientation of text and graphics on the page. |
| Original Size [List of paper sizes] | Set the paper size of the original document. Notes: <ul style="list-style-type: none"> • Letter is the U.S. factory default setting. A4 is the international factory default setting. • This menu item may vary depending on your printer model. |
| Sides Off* Long edge Short edge | Specify the page orientation of text and graphics when scanning a two-sided document. |
| File Name | Specify the file name of the scanned image. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Advanced Imaging

| Menu item | Description |
|--|--|
| Color Balance | Adjust the amount of toner used for each color. |
| Color Dropout Color Dropout None* Red Green Blue Default Red Threshold 0–255 (128*) Default Green Threshold 0–255 (128*) Default Blue Threshold 0–255 (128*) | Specify which color to drop during scanning, and adjust the dropout setting for that color. |
| Auto Color Detect Color Sensitivity 1–9 (5*) Area Sensitivity 1–9 (5*) | Set the amount of color that the printer detects from the original document. Note: This menu item appears only when Color is set to Auto. |
| JPEG Quality Best for content* 5–95 | Set the quality of a JPEG-format image. Notes: <ul style="list-style-type: none"> • 5 reduces the file size, but lessens the image quality. • 90 provides the best image quality, but produces a large file size. |
| Contrast Best for content* 0 1 2 3 4 5 | Specify the contrast of the output. |
| Background Removal Background Detection Content-based* Fixed Level -4 to 4 (0*) | Adjust the amount of background visible on a scanned image. Note: If you want to remove the background color from the original document, then set Background Detection to Content-based. If you want to remove image noise from a photo, then set Background Detection to Fixed. |
| Mirror Image Off* On | Create a mirror image of the original document. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Negative Image Off* On | Create a negative image of the original document. |
| Shadow Detail -4 to 4 (0*) | Adjust the amount of shadow detail visible on a scanned image. |
| Scan Edge to Edge Off* On | Allow edge-to-edge scanning of the original document. |
| Sharpness 1–5 (3*) | Adjust the sharpness of a scanned image. |
| Temperature -4 to 4 (0*) | Specify whether to generate a cooler or warmer output. |
| Blank Pages Blank Page Removal Blank Page Sensitivity | Specify whether to include blank pages. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Admin Controls

| Menu item | Description |
|---|--|
| Text Default 5–95 (75*) | Set the quality of text on a scanned image. |
| Text/Photo Default 5–95 (75*) | Set the quality of text or photo on a scanned image. |
| Photo Default 5–95 (75*) | Set the quality of a photo on a scanned image. |
| Use Multi-Page TIFF On* Off | Choose between single- and multiple-page TIFF files. |
| TIFF Compression LZW* JPEG | Set the compression for TIFF files. |
| Scan Bit Depth 1 bit 8 bit* | Enable the Text/Photo mode to have smaller file sizes by using 1-bit image. Note: This menu item appears only when Color is set to Gray. |
| Custom Job Scanning Off* On | Turn on scanning of custom jobs by default. Note: This menu item appears only when a hard disk is installed. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Scan Preview Off On* | Show a preview of the scan on the display. Note: This menu item appears only when a hard disk is installed. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Flash Drive Print

| Menu item | Description |
|---|--|
| Number of Copies 1–9999 (1*) | Set the number of copies. |
| Paper Source Tray [x] (1*) Multipurpose Feeder Manual Paper Manual Envelope | Set the paper source for the print job. Note: The multipurpose feeder is available only in some printer models. |
| Color Off On* | Print the output in color. |
| Collate (1,1) (2,2) (1,2,3) (1,2,3)* | Print multiple copies in sequence. |
| Sides 1-Sided* 2-Sided | Specify whether to print on one side or two sides of the paper. |
| Flip Style Long Edge* Short Edge | Determine which side of the paper (long edge or short edge) is bound when performing two-sided printing. Note: Depending on the option selected, the printer automatically offsets each printed information of the page to bind the job correctly. |
| Pages per Side Off* 2 pages per side 3 pages per side 4 pages per side 6 pages per side 9 pages per side 12 pages per side 16 pages per side | Print multiple page images on one side of a sheet of paper. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Pages per Side Ordering Horizontal* Reverse Horizontal Reverse Vertical Vertical | Specify the positioning of multiple page images when using Pages per Side. Note: The positioning depends on the number of page images and their page orientation. |
| Pages per Side Orientation Auto* Landscape Portrait | Specify the orientation of a multiple-page document when using Pages per Side. |
| Pages per Side Border None* Solid | Print a border around each page image when using Pages per Side. |
| Separator Sheets Off* Between Copies Between Jobs Between Pages | Specify whether to insert blank separator sheets when printing. |
| Separator Sheet Source Tray [x] (1*) Multipurpose Feeder | Specify the paper source for the separator sheet. Note: The multipurpose feeder is available only in some printer models. |
| Blank Pages Do Not Print* Print | Specify whether to print blank pages in a print job. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Network/Ports

Network Overview

| Menu item | Description |
|---|---|
| Active Adapter Auto* Standard Network Wireless | Specify the type of the network connection. Note: Wireless is available only in printers connected to a wireless network. |
| Network Status | Show the connectivity status of the printer network. |
| Display Network Status on Printer Off On* | Show the network status on the display. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Speed, Duplex | Show the speed of the currently active network card. |
| IPv4 | Show the IPv4 address. |
| All IPv6 Addresses | Show all IPv6 addresses. |
| Reset Print Server | Reset all active network connections to the printer. Note: This setting removes all network configuration settings. |
| Network Job Timeout Off On* (90 seconds) | Set the time before the printer cancels a network print job. |
| Banner Page Off* On | Print a banner page. |
| Scan to PC Port Range | Specify a valid port range for printers that are behind a port blocking firewall. |
| Enable Network Connections Off On* | Enable the printer to connect to a network. |
| Enable LLDP Off* On | Enable Link Layer Discovery Protocol (LLDP) in the printer. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Wireless

| Menu item | Description |
|---|---|
| Setup Using Mobile App | Configure the wireless connection using the Lexmark Mobile Assistant app. |
| Setup On Printer Panel Choose Network Add Wi-Fi Network <ul style="list-style-type: none"> • Network Name • Network Mode • Wireless Security Mode (Disabled*) | Determine the wireless network that the printer connects to. Note: This menu item appears as <i>Wireless Connection Setup</i> in the Embedded Web Server. |
| Wi-Fi Protected Setup Start Push Button Method Start PIN Method | Establish a wireless network and enable network security. Notes: <ul style="list-style-type: none"> • Start Push Button Method connects the printer to a wireless network when buttons on both the printer and the access point (wireless router) are pressed within a given time. • Start PIN Method connects the printer to a wireless network when a PIN on the printer is entered into the wireless settings of the access point. |

| Menu item | Description |
|--|---|
| Compatibility 802.11b/g/n (2.4GHz)* | Specify the wireless standard for the wireless network. |
| Wireless Security Mode Disabled* WEP WPA2/WPA-Personal WPA2-Personal 802.1x - RADIUS | Set the type of security for connecting the printer to wireless devices. |
| WEP Authentication Mode Auto* Open Shared | Set the type of Wireless Encryption Protocol (WEP) used by the printer. Note: This menu item appears only if Wireless Security Mode is set to WEP. |
| Set WEP Key | Specify a WEP password for secure wireless connection. Note: This menu item appears only if Wireless Security Mode is set to WEP. |
| WPA2-Personal AES* | Enable wireless security through WPA2. Note: This menu item appears only if Wireless Security Mode is set to WPA2-Personal. |
| Set PSK | Set the password for secure wireless connection. Note: This menu item appears only if Wireless Security Mode is set to WPA2/WPA-Personal or WPA2-Personal. |
| WPA2/WPA-Personal AES* | Enable wireless security through WPA2/WPA. Note: This menu item appears only if Wireless Security Mode is set to WPA2/WPA-Personal. |
| 802.1x Encryption Mode WPA+ WPA2* | Enable wireless security through 802.1x standard. Note: This menu item appears only if Wireless Security Mode is set to 802.1x - Radius. |
| IPv4 Enable DHCP On* Off | Enable Dynamic Host Configuration Protocol (DHCP). Note: DHCP is a standard protocol that lets a server dynamically assign an IP address and other network configuration parameters to each device on the network, so that they can communicate with other IP networks. |
| IPv4 Set Static IP Address IP Address Netmask Gateway | Set the static IP address of your printer. |
| IPv6 Enable IPv6 On* Off | Enable IPv6 in the printer. |

| Menu item | Description |
|--|--|
| IPv6 Enable DHCPv6 Off* On | Enable DHCPv6 in the printer. |
| IPv6 Stateless Address Autoconfiguration Off On* | Set the network adapter to accept the automatic IPv6 address configuration entries provided by a router. |
| IPv6 DNS Address | Specify the DNS server address. |
| IPv6 Manually Assigned IPV6 | Assign the IPv6 address. Note: This menu item appears only in some printer models. |
| IPv6 Manually Assigned IPV6 Router | Assign the IPv6 router address. Note: This menu item appears only in some printer models. |
| IPv6 Address Prefix 0–128 (64*) | Specify the address prefix. |
| IPv6 All IPv6 Addresses | Show all IPv6 addresses. |
| IPv6 All IPv6 Router Addresses | Show all IPv6 router addresses. |
| Network Address UAA LAA | View the network addresses. |
| PCL SmartSwitch On* Off | Set the printer to switch automatically to PCL emulation when a print job requires it, regardless of the default printer language. Note: If PCL SmartSwitch is off, then the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |
| PS SmartSwitch On* Off* | Set the printer to switch automatically to PS emulation when a print job requires it, regardless of the default printer language. Notes: <ul style="list-style-type: none"> • This menu item appears only in some printer models. • If PS SmartSwitch is off, then the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |

| Menu item | Description |
|--|--|
| Mac Binary PS Auto* On Off | Set the printer to process Macintosh binary PostScript print jobs. Notes: <ul style="list-style-type: none"> • This menu item appears only in some printer models. • On processes raw binary PostScript print jobs. • Off filters print jobs using the standard protocol. |

Wi-Fi Direct

| Menu item | Description |
|---|--|
| Enable Wi-Fi Direct On Off* | Set the printer to connect directly to Wi-Fi devices. |
| Wi-Fi Direct Name | Specify the name of the Wi-Fi Direct network. |
| Wi-Fi Direct Password | Set the password to authenticate and validate users on a Wi-Fi connection. |
| Show Password on Setup Page Off On* | Show the Wi-Fi Direct Password on the Network Setup Page. |
| Preferred Channel Number 1–11 Auto* | Set the preferred channel of the Wi-Fi network. |
| Group Owner IP Address | Specify the IP address of the group owner. |
| Auto-Accept Push Button Requests Off* On | Accept requests to connect to the network automatically. Note: Accepting clients automatically is not secured. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Ethernet

| Menu item | Description |
|---|---|
| Network Speed | Show the speed of the active network adapter. |
| IPv4 Enable DHCP (On*) Set Static IP Address | Configure the IPv4 settings. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| IPv6 Enable IPv6 (On*) Enable DHCPv6 (Off*) Stateless Address Autoconfiguration (On*) DNS Server Address Manually Assigned IPv6 Address Manually Assigned IPv6 Router Address Prefix (64*) All IPv6 Addresses All IPv6 Router Addresses | Configure the IPv6 settings. |
| Network Address UAA LAA | Specify the network address. |
| PCL SmartSwitch Off On* | Set the printer to switch automatically to PCL emulation when a print job requires it, regardless of the default printer language. Note: When this setting is disabled, the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |
| PS SmartSwitch Off On* | Set the printer to switch automatically to PostScript emulation when a print job requires it, regardless of the default printer language. Note: When this setting is disabled, the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |
| Job Buffering Off* On | Temporarily store jobs on the hard disk before printing. Note: This menu item appears only when a hard disk is installed. |
| Mac Binary PS Auto* On Off | Set the printer to process Macintosh binary PostScript print jobs. Notes: <ul style="list-style-type: none"> • Auto processes print jobs from computers using either Windows or Macintosh operating systems. • Off filters PostScript print jobs using the standard protocol. |
| Energy Efficient Ethernet On Off Auto* | Reduce power consumption when the printer does not receive data from the Ethernet network. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

TCP/IP

Note: This menu appears only in network printers or printers attached to print servers.

| Menu item | Description |
|---|--|
| Set Hostname | Set the current TCP/IP host name. |
| Domain Name | Set the domain name. |
| Allow DHCP/BOOTP to update NTP server On* Off | Allow the DHCP and BOOTP clients to update the NTP settings of the printer. |
| Zero Configuration Name | Specify a service name for the zero configuration network. |
| Enable Auto IP Off* On | Assign an IP address automatically. |
| DNS Server Address | Specify the current Domain Name System (DNS) server address. |
| Backup DNS Address | Specify the backup DNS server addresses. |
| Backup DNS Address 2 | |
| Backup DNS Address 3 | |
| Domain Search Order | Specify a list of domain names to locate the printer and its resources that reside in different domains on the network. |
| Enable DDNS Off* On | Update the Dynamic DNS settings. |
| DDNS TTL | Specify the current DDNS settings. |
| Default TTL | |
| DDNS Refresh Time | |
| Enable mDNS Off On* | Update the multicast DNS settings. |
| WINS Server Address | Specify a server address for Windows Internet Name Service (WINS). |
| Enable BOOTP Off* On | Allow the BOOTP to assign a printer IP address. |
| Restricted Server List | Specify the IP addresses that are allowed to communicate with the printer over TCP/IP. Notes: <ul style="list-style-type: none"> • Use a comma to separate each IP address. • You can add up to 50 IP addresses. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|--|---|
| Restricted Server List Options Block All Ports* Block Printing Only Block Printing and HTTP Only | Specify the access option for IP addresses that are not in the list. |
| MTU 256–1500 Ethernet (1500*) | Specify a maximum transmission unit (MTU) parameter for the TCP connections. |
| Raw Print Port 1–65535 (9100*) | Specify a raw port number for printers connected on a network. |
| Outbound Traffic Maximum Speed Off* On | Set the maximum transfer rate of the printer. Note: When enabled, the option for this setting is 100–1000000 Kilobits/second. |
| Enable TLSv1.0 Off On* | Enable the TLSv1.0 protocol. |
| Enable TLSv1.1 Off On* | Enable the TLSv1.1 protocol. |
| SSL Cipher List | Specify the cipher algorithms to use for the SSL or the TLS connections. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

SNMP

Note: This menu appears only in network printers or printers that are attached to print servers.

| Menu item | Description |
|--|--|
| SNMP Versions 1 and 2c Enabled Off On* Allow SNMP Set Off On* Enable PPM MIB Off On* SNMP Community | Configure Simple Network Management Protocol (SNMP) versions 1 and 2c to install print drivers and applications. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| <p>SNMP Version 3</p> <ul style="list-style-type: none"> Enabled Off On* Set Read/Write Credentials <ul style="list-style-type: none"> User Name Password Set Read-only Credentials <ul style="list-style-type: none"> User Name Password Authentication Hash <ul style="list-style-type: none"> MD5 SHA1* Minimum Authentication Level <ul style="list-style-type: none"> No Authentication, No Privacy Authentication, No Privacy Authentication, Privacy* Privacy Algorithm <ul style="list-style-type: none"> DES AES-128* | <p>Configure SNMP version 3 to install and update the printer security.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

IPSec

Note: This menu appears only in network printers or printers that are attached to print servers.

| Menu item | Description |
|--|---|
| <p>Enable IPSec</p> <ul style="list-style-type: none"> Off* On | <p>Enable Internet Protocol Security (IPSec).</p> |
| <p>Base Configuration</p> <ul style="list-style-type: none"> Default* Compatibility Secure | <p>Set the IPSec base configuration.</p> <p>Note: This menu item appears only when Enable IPSec is set to On.</p> |
| <p>IPSec Device Certificate</p> | <p>Specify an IPSec certificate.</p> <p>Note: This menu item appears only when Base Configuration is set to Compatibility.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

| Menu item | Description |
|---|--|
| Pre-Shared Key Authenticated Connections Host [x] Address Key | Configure the authenticated connections of the printer. Note: These menu items appear only when Enable IPsec is set to On. |
| Certificate Authenticated Connections Host [x] Address[/subnet] Address[/subnet] | |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

802.1x

Note: This menu appears only in network printers or printers that are attached to print servers.

| Menu item | Description |
|---|--|
| Active Off* On | Let the printer join networks that require authentication before allowing access. Note: To configure the settings of this menu item, access the Embedded Web Server. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

LPD Configuration

Note: This menu appears only in network printers or printers that are attached to print servers.

| Menu item | Description |
|---|---|
| LPD Timeout 0–65535 seconds (90*) | Set the time-out value to stop the Line Printer Daemon (LPD) server from waiting indefinitely for hung or invalid print jobs. |
| LPD Banner Page Off* On | Print a banner page for all LPD print jobs. Note: A banner page is the first page of a print job used as a separator of print jobs and to identify the originator of the print job request. |
| LPD Trailer Page Off* On | Print a trailer page for all LPD print jobs. Note: A trailer page is the last page of a print job. |
| LPD Carriage Return Conversion Off* On | Enable carriage return conversion. Note: Carriage return is a mechanism that commands the printer to move the position of the cursor to the first position on the same line. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

HTTP/FTP Settings

Note: This menu appears only in network printers or printers attached to print servers.

| Menu item | Description |
|---|--|
| Enable HTTP Server Off On* | Access the Embedded Web Server to monitor and manage the printer. |
| Enable HTTPS Off On* | Configure the Hypertext Transfer Protocol Secure (HTTPS) settings. |
| Enable FTP/TFTP Off On* | Send files using FTP. |
| Local Domains | Specify domain names for HTTP and FTP servers. Note: This menu item appears only in some printer models. |
| HTTP Proxy IP Address | Configure the HTTP and FTP server settings. Note: These menu items appear only in some printer models. |
| FTP Proxy IP Address | |
| HTTP Default IP Port 1–65535 (80*) | |
| HTTPS Device Certificate | |
| FTP Default IP Port 1–65535 (21*) | |
| Timeout for HTTP/FTP Requests 1–299 (30*) | Specify the amount of time before the server connection stops. |
| Retries for HTTP/FTP Requests 1–299 (3*) | Set the number of retries to connect to the HTTP/FTP server. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

ThinPrint

| Menu item | Description |
|---|--|
| Enable ThinPrint Off On* | Print using ThinPrint. |
| Port Number 4000–4999 (4000*) | Set the port number for the ThinPrint server. |
| Bandwidth (bits/sec) 100–1000000 (0*) | Set the speed to transmit data in a ThinPrint environment. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|--|
| Packet Size (kbytes) 0–64000 (0*) | Set the packet size for data transmission. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

USB

| Menu item | Description |
|---|---|
| PCL SmartSwitch Off On* | Set the printer to switch to PCL emulation when a print job received through a USB port requires it, regardless of the default printer language. Note: If PCL SmartSwitch is off, then the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |
| PS SmartSwitch Off On* | Set the printer to switch to PS emulation when a print job received through a USB port requires it, regardless of the default printer language. Note: If PS SmartSwitch is off, then the printer does not examine incoming data and uses the default printer language specified in the Setup menu. |
| Job Buffering Off* On | Temporarily store jobs on the printer hard disk before printing. Note: This menu item appears only when a hard disk installed. |
| Mac Binary PS On Auto* Off | Set the printer to process Macintosh binary PostScript print jobs. Notes: <ul style="list-style-type: none"> • When set to On, the printer processes raw binary PostScript print jobs from computers using the Macintosh operating system. • When set to Auto, the printer processes print jobs from computers using either Windows or Macintosh operating systems • When set to Off, the printer filters PostScript print jobs using the standard protocol. |
| Enable USB Port Off On* | Enable the standard USB port. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Restrict external network access

| Menu item | Description |
|---|--|
| Restrict external network access Off* On | Restrict access to network sites. |
| External network address | Specify the network addresses with restricted access. |
| E-mail address for notification | Specify an e-mail address to send a notification of logged events. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Ping frequency 1–300 (10*) | Specify the network query interval in seconds. |
| Subject | Specify the subject and message of the notification e-mail. |
| Message | |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Security

Login Methods

Manage Permissions

| Menu item | Description |
|--|---|
| Function Access Access Address Book in Apps Modify Address Book Manage Shortcuts Create Profiles Manage Bookmarks Flash Drive Print Flash Drive Color Printing Flash Drive Scan Copy Function Copy Color Printing Color Dropout E-mail Function Fax Function FTP Function Release Held Faxes Held Jobs Access Use Profiles Cancel Jobs at the Device Change Language Internet Printing Protocol (IPP) Initiate Scans Remotely B/W Print Color Print Network Folder - Print Network Folder - Color Print Network Folder - Scan Hard Disk - Print Hard Disk - Color Print Hard Disk - Scan | Control access to the printer functions. Note: Some menu items appear only when a hard disk is installed. |

| Menu item | Description |
|---|--|
| <p>Administrative Menus</p> <ul style="list-style-type: none"> Security Menu Network/Ports Menu Paper Menu Reports Menu Function Configuration Menus Supplies Menu Option Card Menu SE Menu Device Menu | <p>Control access to the printer menu settings.</p> |
| <p>Device Management</p> <ul style="list-style-type: none"> Remote Management Firmware Updates Apps Configuration Operator Panel Lock Import / Export All Settings Out of Service Erase | <p>Control access to the printer management options.</p> |
| <p>Apps</p> <ul style="list-style-type: none"> New Apps Card Copy Scan Center Scan Center Custom [x] Forms and Favorites | <p>Control access to printer applications.</p> |

Local Accounts

| Menu item | Description |
|---|--|
| <p>Manage Groups/Permissions</p> <ul style="list-style-type: none"> Add Group <ul style="list-style-type: none"> Import Access Controls Function Access Administrative Menus Device Management Apps All Users <ul style="list-style-type: none"> Import Access Controls Function Access Administrative Menus Device Management Apps Admin | <p>Control group or user access to the printer functions, applications, and security settings.</p> |

| Menu item | Description |
|---|--|
| Add User User Name/Password User Name Password PIN | Create local accounts to manage access to the printer functions. |
| User Name/Password Accounts Add User | |
| User Name Accounts Add User | |
| Password Accounts Add User | |
| PIN Accounts Add User | |

Schedule USB Devices

| Menu item | Description |
|--------------------------------------|-----------------------------------|
| Schedules Add New Schedule | Schedule access to the USB ports. |

Security Audit Log

| Menu item | Description |
|---|---|
| Enable Audit Off* On | Record the events in the secure audit log and remote syslog. |
| Enable Remote Syslog Off* On | Send audit logs to a remote server. |
| Remote Syslog Server | Specify the remote syslog server. |
| Remote Syslog Port 1-65535 (514*) | Specify the remote syslog port. |
| Remote Syslog Method Normal UDP* Stunnel | Specify a syslog method to transmit logged events to a remote server. |

Note: An asterisk (*) next to a value indicates the factory default setting.

| Menu item | Description |
|--|--|
| <p>Remote Syslog Facility</p> <ul style="list-style-type: none"> 0 - Kernel Messages 1 - User-Level Messages 2 - Mail System 3 - System Daemons 4 - Security/Authorization Messages* 5 - Messages Generated Internally by Syslogs 6 - Line Printer Subsystem 7 - Network News Subsystem 8 - UUCP Subsystem 9 - Clock Daemon 10 - Security/Authorization Messages 11 - FTP Daemon 12 - NTP Subsystem 13 - Log Audit 14 - Log Alert 15 - Clock Daemon 16 - Local Use 0 (local0) 17 - Local Use 1 (local1) 18 - Local Use 2 (local2) 19 - Local Use 3 (local3) 20 - Local Use 4 (local4) 21 - Local Use 5 (local5) 22 - Local Use 6 (local6) 23 - Local Use 7 (local7) | <p>Specify a facility code that the printer uses when sending log events to a remote server.</p> |
| <p>Severity of Events to Log</p> <ul style="list-style-type: none"> 0 - Emergency 1 - Alert 2 - Critical 3 - Error 4 - Warning* 5 - Notice 6 - Informational 7 - Debug | <p>Specify the priority level cutoff for logging messages and events.</p> |
| <p>Remote Syslog Non-Logged Events</p> <ul style="list-style-type: none"> Off* On | <p>Send all events, regardless of severity level, to the remote server.</p> |
| <p>Admin's E-mail Address</p> | <p>Send e-mail notification of logged events to the administrator.</p> |
| <p>Note: An asterisk (*) next to a value indicates the factory default setting.</p> | |

| Menu item | Description |
|--|---|
| E-mail Log Cleared Alert Off* On | Send e-mail notification to the administrator when a log entry is deleted. |
| E-mail Log Wrapped Alert Off* On | Send e-mail notification to the administrator when the log becomes full and begins to overwrite the oldest entries. |
| Log Full Behavior Wrap Over Older Entries* E-mail Log Then Delete All Entries | Resolve log storage issues when the log fills its allotted memory. |
| E-mail % Full Alert Off* On | Send e-mail notification to the administrator when the log fills its allotted memory. |
| % Full Alert Level 1–99 (90*) | |
| E-mail Log Exported Alert Off* On | Send e-mail notification to the administrator when a log is exported. |
| E-mail Log Settings Changed Alert Off* On | Send e-mail notification to the administrator when Enable Audit is set. |
| Log Line Endings LF (\n)* CR (\r) CRLF (\r\n) | Specify how the log file terminates the end of each line. |
| Digitally Sign Exports Off* On | Add a digital signature to each exported log file. |
| Clear Log | Delete all audit logs. |
| Export Log Syslog (RFC 5424) Syslog (RFC 3164) CSV | Export a security log to a flash drive. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Login Restrictions

| Menu item | Description |
|---|---|
| Login failures 1–10 (3*) | Specify the number of failed login attempts before the user gets locked out. |
| Failure time frame 1–60 minutes (5*) | Specify the time frame between failed login attempts before the user gets locked out. |
| Lockout time 1–60 minutes (5*) | Specify the lockout duration. |
| Web Login Timeout 1–120 minutes (10*) | Specify the delay for a remote login before the user is logged off automatically. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Confidential Print Setup

| Menu item | Description |
|---|---|
| Max Invalid PIN 2–10 | Set the number of times an invalid PIN can be entered. Notes: <ul style="list-style-type: none"> • A value of zero turns off this setting. • When the limit is reached, the print jobs for that user name and PIN are deleted. • This menu item appears only when a hard disk is installed. |
| Confidential Job Expiration Off* 1 Hour 4 Hours 24 Hours 1 Week | Set the expiration time for confidential print jobs. Notes: <ul style="list-style-type: none"> • If this menu item is changed while confidential print jobs reside in the printer memory or hard disk, then the expiration time for those print jobs does not change to the new default value. • If the printer is turned off, then all confidential jobs held in the printer memory are deleted. |
| Repeat Job Expiration Off* 1 Hour 4 Hours 24 Hours 1 Week | Set the expiration time for a print job that you want to repeat. |
| Verify Job Expiration Off* 1 Hour 4 Hours 24 Hours 1 Week | Set the expiration time that the printer prints a copy for the user to examine its quality, before printing the remaining copies. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

| Menu item | Description |
|---|---|
| Reserve Job Expiration Off* 1 Hour 4 Hours 24 Hours 1 Week | Set the expiration time that the printer stores print jobs for printing later. |
| Require All Jobs to be Held Off* On | Set the printer to hold all print jobs. |
| Keep duplicate documents Off* On | Set the printer to print other documents with the same file name without overwriting any of the print jobs. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Disk Encryption

Note: This menu appears only when a printer hard disk is installed.

| Menu item | Description |
|--------------------------------------|---|
| Status Enabled Disabled | Determine whether Disk Encryption is enabled. |
| Start encryption | Prevent the loss of sensitive data in case the printer or its hard disk is stolen. Note: Enabling disk encryption erases all contents in the hard disk. If necessary, back up important data from the printer before starting the encryption. |

Erase Temporary Data Files

| Menu item | Description |
|---|---|
| Stored in onboard memory Off* On | Delete all files stored on the printer memory. |
| Stored on hard disk 1 Pass Erase* 3 Pass Erase 7 Pass Erase | Delete all files stored on the printer hard disk. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Solutions LDAP Settings

| Use | To |
|--|--|
| Follow LDAP Referrals Off* On | Search the different servers in the domain for the logged-in user account. |
| LDAP Certificate Verification No* Yes | Enable verification of LDAP certificates. |

Miscellaneous

| Menu item | Description |
|---|--|
| Protected Features Show* Hide | Show all the features that Function Access Control (FAC) protects regardless of the security permission that the user has. Note: FAC manages access to specific menus and functions or disables them entirely. |
| Print Permission Off* On | Let the user log in before printing. |
| Default Print Permission Login | Set the default login for Print Permission. |
| Security Reset Jumper Enable "Guest" access* No Effect | Specify the effect of using the security reset jumper. Notes: <ul style="list-style-type: none"> • The jumper is located beside a lock icon on the controller board. • Enable "Guest" access provides full access control to users who are not logged in. • No Effect means that the reset has no effect on the printer security configuration. |
| Minimum Password Length 0–32 (0*) | Specify the minimum characters that are allowed for a password. |
| Note: An asterisk (*) next to a value indicates the factory default setting. | |

Reports

Menu Settings Page

| Menu item | Description |
|---------------------------|---|
| Menu Settings Page | Print a report that contains the printer preferences, settings, and configurations. |

Device

| Menu item | Description |
|---------------------------|--|
| Device Information | Print a report that contains information about the printer. |
| Device Statistics | Print a report about printer usage and supply status. |
| Profile List | Print a list of profiles that are stored in the printer. |
| Asset Report | Print a report that contains the printer serial number and model name. |

Print

| Menu item | Description |
|---|--|
| Print Fonts PCL Fonts PS Fonts | Print samples and information about the fonts that are available in each printer language. |
| Print Directory | Print the resources that are stored in the flash drive or printer hard disk. Note: This menu item appears only when a flash drive or printer hard disk is installed. |

Shortcuts

| Menu item | Description |
|---------------------------------|---|
| All Shortcuts | Print a report that lists the shortcuts that are stored in the printer. |
| Fax Shortcuts | |
| Copy Shortcuts | |
| E-mail Shortcuts | |
| FTP Shortcuts | |
| Network Folder Shortcuts | |

Fax

Note: This menu appears only if Fax is configured, and Enable Job Log is set to On.

| Menu item | Description |
|---------------------|---|
| Fax Job Log | Print a report about the last 200 completed fax jobs. |
| Fax Call Log | Print a report about the last 100 attempted, received, and blocked calls. |

Network

| Menu item | Description |
|---------------------------|--|
| Network Setup Page | Print a page that shows the configured network and wireless settings on the printer. Note: This menu item appears only in network printers or printers connected to print servers. |

Help

| Menu item | Description |
|---------------------|---|
| Print All Guides | Prints all the guides |
| Color Quality Guide | Provides information about solving color quality issues |
| Connection Guide | Provides information about connecting the printer locally (USB) or to a network |
| Copy Guide | Provides information about making a copy and configuring the settings |
| E-mail Guide | Provides information about sending an e-mail and configuring the settings |
| Fax Guide | Provides information about sending a fax and configuring the settings |
| Scan Guide | Provides information about scanning a document and configuring the settings |
| Information Guide | Provides information about the printer |
| Media Guide | Provides information about loading paper and specialty media |
| Moving Guide | Provides information about moving, locating, or shipping the printer |
| Print Quality Guide | Provides information about solving print quality issues |
| Supplies Guide | Provides information about ordering supplies |

Troubleshooting

| Menu item | Description |
|---------------------------------|---|
| Print Quality Test Pages | Print sample pages to identify and correct print quality defects. |
| Cleaning the Scanner | Print instructions on how to clean the scanner. |

Printing the Menu Settings Page

From the control panel, navigate to:

Settings > Reports > Menu Settings Page

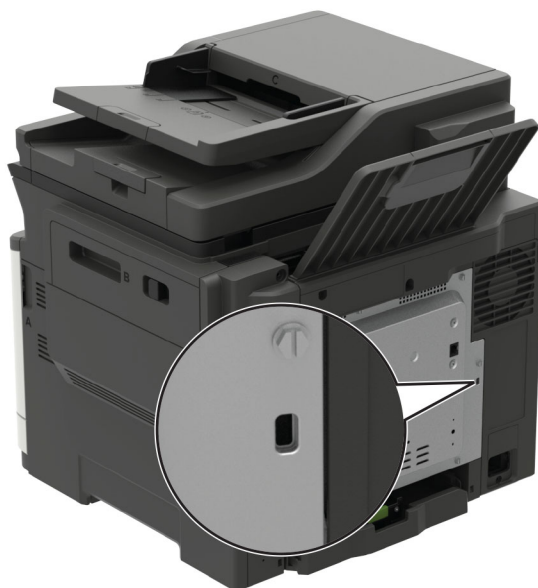
For non-touch-screen printer models, press  to navigate through the settings.

Securing the printer

Note: The hard disk is supported only in some printer models.

Locating the security slot

The printer is equipped with a security lock feature. Attach a security lock compatible with most laptop computers in the location shown to secure the printer in place.



Erasing printer memory

To erase volatile memory or buffered data, turn off the printer.

To erase non-volatile memory or individual settings, device and network settings, security settings, and embedded solutions, do the following:

1 From the control panel, navigate to:

Settings > Device > Maintenance > Out of Service Erase > Sanitize all information on nonvolatile memory

For non-touch-screen printer models, press  to navigate through the settings.

2 Select either **Start initial setup** or **Leave printer offline**.

Erasing printer hard disk memory

- 1 From the control panel, navigate to:
Settings > Device > Maintenance > Out of Service Erase > Sanitize all information on hard disk

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Depending on your printer model, select **ERASE** or **Continue**.
- 3 Follow the instructions on the display.

Note: This process can take from several minutes to more than an hour, making the printer unavailable for other tasks.

Encrypting the printer hard disk

This process erases all contents in the hard disk. If necessary, back up important data from the printer before starting the encryption.

- 1 From the home screen, touch **Settings > Security > Disk Encryption > Start encryption**.
- 2 Follow the instructions on the display.

Notes:

- To avoid loss of data, do not turn off the printer during the encryption process.
- This process can take from several minutes to more than an hour, making the printer unavailable for other tasks.
- After encryption, the printer automatically restarts.

Restoring factory default settings

- 1 From the control panel, navigate to:
Settings > Device > Restore Factory Defaults

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Select **Restore all settings**.

Statement of Volatility

| Type of memory | Description |
|---------------------|--|
| Volatile memory | The printer uses standard random access memory (RAM) to buffer temporarily user data during simple print and copy jobs. |
| Non-volatile memory | The printer may use two forms of non-volatile memory: EEPROM and NAND (flash memory). Both types are used to store the operating system, printer settings, network information, scanner and bookmark settings, and embedded solutions. |

| Type of memory | Description |
|------------------|---|
| Hard disk memory | Some printers may have a hard disk drive installed. The printer hard disk is designed for printer-specific functionality. The hard disk lets the printer retain buffered user data from complex print jobs, form data, and font data. |

Erase the content of any installed printer memory in the following circumstances:

- The printer is decommissioned.
- The printer hard disk is replaced.
- The printer is moved to a different department or location.
- The printer is serviced by someone from outside your organization.
- The printer is removed from your premises for service.
- The printer is sold to another organization.

Disposing of a printer hard disk

- **Degaussing**—Flushes the hard disk with a magnetic field that erases stored data
- **Crushing**—Physically compresses the hard disk to break component parts and render them unreadable
- **Milling**—Physically shreds the hard disk into small metal bits

Note: To guarantee that all data are completely erased, destroy physically each hard disk where data is stored.

Maintaining the printer

Warning—Potential Damage: Failure to maintain optimum printer performance, or to replace parts and supplies, may cause damage to your printer.

Configuring supply notifications

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Settings > Device > Notifications**.
- 3 From the Supplies menu, click **Custom Supply Notifications**.
- 4 Select a notification for each supply item.
- 5 Apply the changes.

Setting up e-mail alerts

Configure the printer to send e-mail alerts when supplies are low, when paper must be changed or added, or when there is a paper jam.

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Settings > Device > Notifications > E-mail Alert Setup**, and then configure the settings.
Note: For more information on SMTP settings, contact your e-mail provider.
- 3 Click **Setup E-mail Lists and Alerts**, and then configure the settings.
- 4 Apply the changes.

Viewing reports

- 1 From the control panel, navigate to:

Settings > Reports

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Select the report that you want to view.

Adjusting the speaker volume

Adjusting the default internal speaker volume

Note: The speaker is available only in some printer models.

- 1 From the control panel, touch **Settings > Device > Preferences > Audio Feedback**.
- 2 Adjust the volume.

Notes:

- If Quiet Mode is enabled, then audible alerts are turned off. This setting also slows the printer performance.
- The volume resets to the default value after the session is logged out or when the printer wakes from Sleep or Hibernate mode.

Adjusting the default headphone volume

Note: The headphone jack is available only in some printer models.

- 1 From the control panel, navigate to:
Settings > Device > Accessibility
- 2 Adjust Headphone Volume.

Note: The volume resets to the default value after the session is logged out or when the printer wakes from Sleep or Hibernate mode.

Configuring the fax speaker settings

Note: Make sure that fax is configured. For more information, see [“Setting up the printer to fax” on page 63](#).

- 1 From the control panel, navigate to:
Settings > Fax > Fax Setup > Speaker Settings

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Do the following:
 - Set Speaker Mode to **Always On**.
 - Set Speaker Volume to **High**.
 - Enable Ringer Volume.

Networking

Connecting the printer to a Wi-Fi network

Connecting the printer to a Wi-Fi network

Before you begin, make sure that:

- Active Adapter is set to Auto. From the control panel, navigate to **Settings > Network/Ports > Network Overview > Active Adapter**.


For non-touch-screen printer models, press  to navigate through the settings.

- The Ethernet cable is not connected to the printer.

Using the wireless setup wizard in the printer

Notes:

- These instructions apply only to some printer models.
- Before using the wizard, make sure that the printer firmware is updated. For more information, see the “Updating firmware” section.

- 1 From the home screen, touch  > **Set up now**.
- 2 Select a Wi-Fi network, and then type the network password.
- 3 Touch **Done**.

Using the Settings menu in the printer

- 1 From the control panel, navigate to:
Settings > Network/Ports > Wireless > Setup On Printer Panel


For non-touch-screen printer models, press  to navigate through the settings.

- 2 Select a Wi-Fi network, and then type the network password.

Note: For Wi-Fi-network-ready printer models, a prompt to set up the Wi-Fi network appears during initial setup.

Using Lexmark Mobile Assistant

- 1 Depending on your mobile device, download the Lexmark Mobile Assistant app from either Google Play or App Store.
- 2 Depending on your printer model, do one of the following:
 - From the home screen, touch **Settings > Network/Ports > Wireless > Setup Using Mobile App > Printer ID**.
 - From the control panel, navigate to:
Settings > Network/Ports > Wireless > Setup Using Mobile App

For non-touch-screen printer models, press  to navigate through the settings.
Follow the instructions on the display to view the printer ID.

Note: The printer ID is the printer wireless network SSID.

- 3 From your mobile device, launch the app, and then accept the Terms of Use.

Note: If necessary, grant permissions.

- 4 Tap **Connect to Printer > Go to Wi-Fi Settings**.

- 5 Connect your mobile device to the printer wireless network.
- 6 Return to the app, and then tap **Setup Wi-Fi Connection**.
- 7 Select a Wi-Fi network, and then type the network password.
- 8 Tap **Done**.

Connecting the printer to a wireless network using Wi-Fi Protected Setup (WPS)

Before you begin, make sure that:

- The access point (wireless router) is WPS-certified or WPS-compatible. For more information, see the documentation that came with your access point.
- A wireless network adapter is installed in your printer. For more information, see the instructions that came with the adapter.
- Active Adapter is set to Auto. From the control panel, navigate to:
Settings > Network/Ports > Network Overview > Active Adapter

For non-touch-screen printer models, press  to navigate through the settings.

Using the Push Button method

- 1 From the control panel, navigate to:
Settings > Network/Ports > Wireless > Wi-Fi Protected Setup > Start Push Button Method

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Follow the instructions on the display.

Using the personal identification number (PIN) method

- 1 From the control panel, navigate to:
Settings > Network/Ports > Wireless > Wi-Fi Protected Setup > Start PIN Method

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Copy the eight-digit WPS PIN.
- 3 Open a web browser, and then type the IP address of your access point in the address field.

Notes:

- To know the IP address, see the documentation that came with your access point.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 4 Access the WPS settings. For more information, see the documentation that came with your access point.
- 5 Enter the eight-digit PIN, and then save the changes.

Configuring Wi-Fi Direct

Wi-Fi Direct® is a Wi-Fi-based peer-to-peer technology that allows wireless devices to connect directly to a Wi-Fi Direct-enabled printer without using an access point (wireless router).

1 From the control panel, navigate to:

Settings > Network/Ports > Wi-Fi Direct

For non-touch-screen printer models, press  to navigate through the settings.

2 Configure the settings.

- **Enable Wi-Fi Direct**—Enables the printer to broadcast its own Wi-Fi Direct network.
- **Wi-Fi Direct Name**—Assigns a name for the Wi-Fi Direct network.
- **Wi-Fi Direct Password**—Assigns the password for negotiating the wireless security when using the peer-to-peer connection.
- **Show Password on Setup Page**—Shows the password on the Network Setup Page.
- **Auto-Accept Push Button Requests**—Lets the printer accept connection requests automatically.

Note: Accepting push-button requests automatically is not secured.

Notes:

- By default, the Wi-Fi Direct network password is not visible on the printer display. To show the password, enable the password peek icon. From the control panel, navigate to **Settings > Security > Miscellaneous > Enable Password/PIN Reveal**.
- To know the password of the Wi-Fi Direct network without showing it on the printer display, from the control panel navigate to **Settings > Reports > Network > Network Setup Page**.

Connecting a mobile device to the printer

Before connecting your mobile device, make sure that Wi-Fi Direct has been configured. For more information, see [“Configuring Wi-Fi Direct” on page 172](#).

Connecting using Wi-Fi Direct

- 1 From the mobile device, go to the settings menu.
- 2 Enable **Wi-Fi**, and then tap **Wi-Fi Direct**.
- 3 Select the printer Wi-Fi Direct name.
- 4 Confirm the connection on the printer control panel.

Connecting using Wi-Fi

- 1 From the mobile device, go to the settings menu.
- 2 Tap **Wi-Fi**, and then select the printer Wi-Fi Direct name.

Note: The string DIRECT-xy (where x and y are two random characters) is added before the Wi-Fi Direct name.

- 3 Enter the Wi-Fi Direct password.

Connecting a computer to the printer

Before connecting your computer, make sure to do the following:

- Enable Wi-Fi Direct in the printer. From the control panel, navigate to:
Settings > Network/Ports > Wi-Fi Direct > Enable Wi-Fi Direct > On
- Take note of the Wi-Fi Direct name. From the control panel, navigate to:
Settings > Network/Ports > Wi-Fi Direct > Wi-Fi Direct Name
- Take note of the Wi-Fi Direct password. From the control panel, navigate to:
Settings > Network/Ports > Wi-Fi Direct > Wi-Fi Direct Password

Note: You can also configure the Wi-Fi Direct name and password.

For non-touch-screen printer models, press  to navigate through the settings.

For Windows users

- 1 Open **Printers & scanners**, and then click **Add a printer or scanner**.
- 2 Click **Show Wi-Fi Direct printers**, and then select the printer Wi-Fi Direct name.
- 3 From the printer display, take note of the eight-digit PIN of the printer.
- 4 Enter the PIN on the computer.

Note: If the print driver is not already installed, then Windows downloads the appropriate driver.

For Macintosh users

- 1 Click the wireless icon, and then select the printer Wi-Fi Direct name.

Note: The string DIRECT-xy (where x and y are two random characters) is added before the Wi-Fi Direct name.

- 2 Type the Wi-Fi Direct password.

Note: Switch your computer back to its previous network after disconnecting from the Wi-Fi Direct connection.

Deactivating the Wi-Fi network

- 1 From the printer control panel, navigate to:

Settings > Network/Ports > Network Overview > Active Adapter > Standard Networking

For non-touch-screen printer models, press  to navigate through the settings.

- 2 Follow the instructions on the display.

Changing the printer port settings after installing an internal solutions port

Notes:

- If the printer has a static IP address, then do not change the configuration.
- If the computers are configured to use the network name instead of an IP address, then do not change the configuration.
- If you are adding a wireless internal solutions port (ISP) to a printer previously configured for an Ethernet connection, then disconnect the printer from the Ethernet network.

For Windows users


- 1 Open the printers folder.
- 2 From the shortcut menu of the printer with the new ISP, open the printer properties.
- 3 Configure the port from the list.
- 4 Update the IP address.
- 5 Apply the changes.

For Macintosh users

- 1 From System Preferences in the Apple menu, navigate to the list of printers, and then select + > **IP**.
- 2 Type the IP address in the address field.
- 3 Apply the changes.

Cleaning printer parts

Cleaning the printer

 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock when cleaning the exterior of the printer, unplug the power cord from the electrical outlet and disconnect all cables from the printer before proceeding.

Notes:

- Perform this task after every few months.
 - Damage to the printer caused by improper handling is not covered by the printer warranty.
- 1 Turn off the printer, and then unplug the power cord from the electrical outlet.
 - 2 Remove paper from the standard bin and multipurpose feeder.
 - 3 Remove any dust, lint, and pieces of paper around the printer using a soft brush or vacuum.
 - 4 Wipe the outside of the printer with a damp, soft, lint-free cloth.

Notes:

- Do not use household cleaners or detergents, as they may damage the finish of the printer.

- Make sure that all areas of the printer are dry after cleaning.

5 Connect the power cord to the electrical outlet, and then turn on the printer.

⚠ CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

Cleaning the scanner

1 Open the scanner cover.

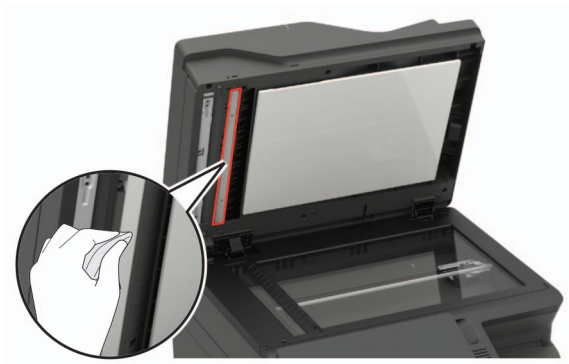


2 Using a damp, soft, lint-free cloth, wipe the following areas:

- ADF glass



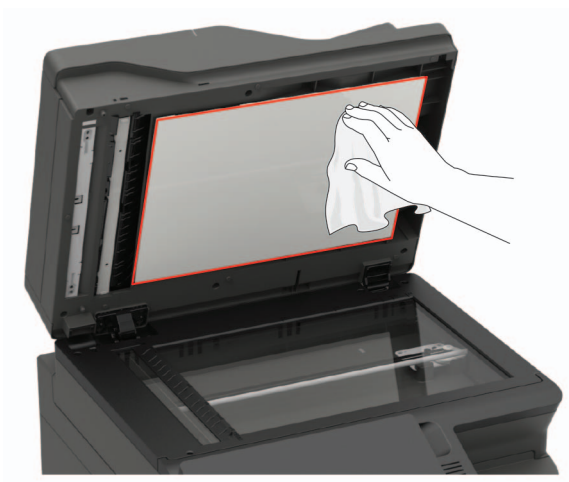
- ADF glass pad



- Scanner glass

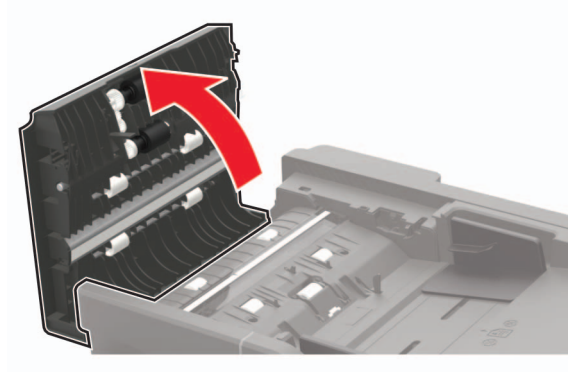


- Scanner glass pad

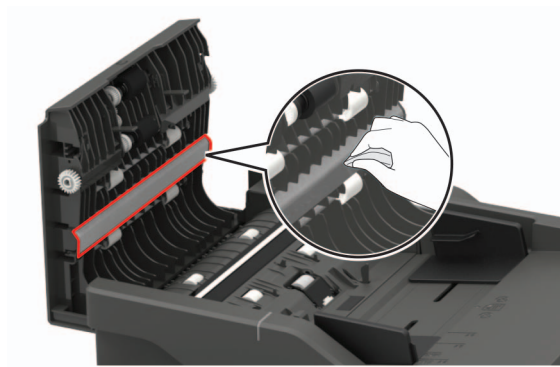


3 Close the scanner cover.

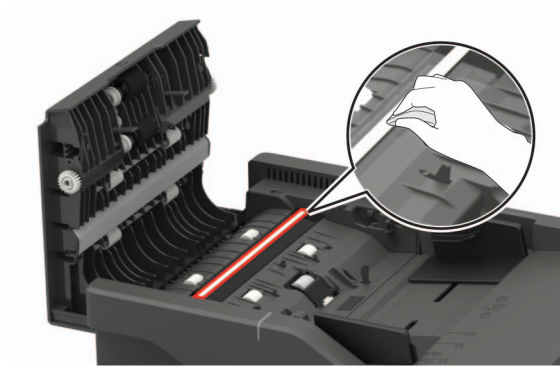
If your printer has another ADF glass inside door C, then continue with the following steps.

4 Open door C.**5** Using a damp, soft, lint-free cloth, wipe the following areas:

- ADF glass pad in door C



- ADF glass in door C

**6** Close the door.**Cleaning the touch screen**


⚠ CAUTION—SHOCK HAZARD: To avoid the risk of electric shock when cleaning the exterior of the printer, unplug the power cord from the electrical outlet and disconnect all cables from the printer before proceeding.

- 1** Turn off the printer, and then unplug the power cord from the electrical outlet.
- 2** Using a damp, soft, lint-free cloth, wipe the touch screen.

Notes:

- Do not use household cleaners or detergents, as they may damage the touch screen.
- Make sure that the touch screen is dry after cleaning.

3 Connect the power cord to the electrical outlet, and then turn on the printer.

 **CAUTION—POTENTIAL INJURY:** To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

Ordering parts and supplies

To order parts and supplies in the U.S., contact 1-800-539-6275 for information about Lexmark authorized dealers in your area. In other countries or regions, go to www.lexmark.com or contact the place where you purchased the printer.

Note: All life estimates for printer supplies assume printing on letter- or A4-size plain paper.

Checking the status of parts and supplies

- 1** From the home screen, touch **Status/Supplies**.
- 2** Select the parts or supplies that you want to check.

Note: You can also access this setting by touching the top section of the home screen.

Using genuine Lexmark parts and supplies

Your Lexmark printer is designed to function best with genuine Lexmark parts and supplies. Use of third-party supplies or parts may affect the performance, reliability, or life of the printer and its imaging components. It can also affect warranty coverage. Damage caused by the use of third-party parts and supplies is not covered by the warranty. All life indicators are designed to function with Lexmark parts and supplies, and may deliver unpredictable results if third-party parts and supplies are used. Imaging component usage beyond the intended life may damage your Lexmark printer or its associated components.

Ordering a toner cartridge

Notes:

- The estimated cartridge yield is based on the ISO/IEC 19798 standard.
- Extremely low print coverage for extended periods of time may negatively affect actual yield.

Lexmark CX421, CX522, CX622, and CX625 Return Program toner cartridges

| Item | United States and Canada | European Economic Area | Rest of Asia Pacific | Latin America | Rest of Europe, Middle East, and Africa | Australia and New Zealand |
|---|--------------------------|------------------------|----------------------|---------------|---|---------------------------|
| Return Program toner cartridges | | | | | | |
| Cyan | 78C10C0 | 78C20C0 | 78C30C0 | 78C40C0 | 78C50C0 | 78C60C0 |
| Magenta | 78C10M0 | 78C20M0 | 78C30M0 | 78C40M0 | 78C50M0 | 78C60M0 |
| Yellow | 78C10Y0 | 78C20Y0 | 78C30Y0 | 78C40Y0 | 78C50Y0 | 78C60Y0 |
| Black | 78C10K0 | 78C20K0 | 78C30K0 | 78C40K0 | 78C50K0 | 78C60K0 |
| Extra high yield Return Program toner cartridges¹ | | | | | | |
| Cyan | 78C1XC0 | 78C2XC0 | 78C3XC0 | 78C4XC0 | 78C5XC0 | 78C6XC0 |
| Magenta | 78C1XM0 | 78C2XM0 | 78C3XM0 | 78C4XM0 | 78C5XM0 | 78C6XM0 |
| Yellow | 78C1XY0 | 78C2XY0 | 78C3XY0 | 78C4XY0 | 78C5XY0 | 78C6XY0 |
| Black | 78C1XK0 | 78C2XK0 | 78C3XK0 | 78C4XK0 | 78C5XK0 | 78C6XK0 |
| Ultra high yield Return Program toner cartridges² | | | | | | |
| Cyan | 78C1UC0 | 78C2UC0 | 78C3UC0 | 78C4UC0 | 78C5UC0 | 78C6UC0 |
| Magenta | 78C1UM0 | 78C2UM0 | 78C3UM0 | 78C4UM0 | 78C5UM0 | 78C6UM0 |
| Yellow | 78C1UY0 | 78C2UY0 | 78C3UY0 | 78C4UY0 | 78C5UY0 | 78C6UY0 |
| Black | 78C1UK0 | 78C2UK0 | 78C3UK0 | 78C4UK0 | 78C5UK0 | 78C6UK0 |
| ¹ Supported only in the CX421, CX522, CX622, and CX625 printer models. ² Supported only in the CX622 and CX625 printer models. For more information on countries located in each region, go to www.lexmark.com/regions . | | | | | | |

Lexmark CX421, CX522, CX622, and CX625 Regular toner cartridges

| Item | Part number |
|--|-------------|
| Extra high yield toner cartridges¹ | |
| Cyan | 78C0X20 |
| Magenta | 78C0X30 |
| Yellow | 78C0X40 |
| Black | 78C0X10 |
| Ultra high yield toner cartridges² | |
| Cyan | 78C0U20 |
| Magenta | 78C0U30 |
| Yellow | 78C0U40 |
| ¹ Supported only in the CX421 and CX522 printer models. ² Supported only in the CX622 and CX625 printer models. | |

| Item | Part number |
|--|-------------|
| Black | 78C0U10 |
| ¹ Supported only in the CX421 and CX522 printer models. ² Supported only in the CX622 and CX625 printer models. | |

Lexmark MC2325, MC2425, MC2535, and MC2640 Return Program toner cartridges

| Item | United States and Canada | European Economic Area | Rest of Asia Pacific | Latin America | Rest of Europe, Middle East, and Africa | Australia and New Zealand |
|---|--------------------------|------------------------|----------------------|---------------|---|---------------------------|
| Return Program toner cartridges | | | | | | |
| Cyan | C2310C0 | C2320C0 | C2330C0 | C2340C0 | C2350C0 | C2360C0 |
| Magenta | C2310M0 | C2320M0 | C2330M0 | C2340M0 | C2350M0 | C2360M0 |
| Yellow | C2310Y0 | C2320Y0 | C2330Y0 | C2340Y0 | C2350Y0 | C2360Y0 |
| Black | C2310K0 | C2320K0 | C2330K0 | C2340K0 | C2350K0 | C2360K0 |
| High yield Return Program toner cartridges | | | | | | |
| Cyan | C231HC0 | C232HC0 | C233HC0 | C234HC0 | C235HC0 | C236HC0 |
| Magenta | C231HM0 | C232HM0 | C233HM0 | C234HM0 | C235HM0 | C236HM0 |
| Yellow | C231HY0 | C232HY0 | C233HY0 | C234HY0 | C235HY0 | C236HY0 |
| Black | C231HK0 | C232HK0 | C233HK0 | C234HK0 | C235HK0 | C236HK0 |
| Extra high yield Return Program toner cartridges¹ | | | | | | |
| Cyan | C241XC0 | C242XC0 | C243XC0 | C244XC0 | C245XC0 | C246XC0 |
| Magenta | C241XM0 | C242XM0 | C243XM0 | C244XM0 | C245XM0 | C246XM0 |
| Yellow | C241XY0 | C242XY0 | C243XY0 | C244XY0 | C245XY0 | C246XY0 |
| Black | C241XK0 | C242XK0 | C243XK0 | C244XK0 | C245XK0 | C246XK0 |
| Ultra high yield Return Program toner cartridge² | | | | | | |
| Black | C251UK0 | C252UK0 | C253UK0 | C254UK0 | C255UK0 | C256UK0 |
| ¹ Supported only in the MC2425, MC2535, and MC2640 printer models. ² Supported only in the MC2535 and MC2640 printer models. For more information on countries located in each region, go to www.lexmark.com/regions . | | | | | | |

Lexmark MC2325, MC2425, MC2535, and MC2640 Regular toner cartridges

| Item | Part number |
|---|-------------|
| High yield toner cartridges¹ | |
| Cyan | C230H20 |
| Magenta | C230H30 |
| Yellow | C230H40 |
| Black | C230H10 |
| Extra high yield toner cartridges | |
| Cyan ² | C240X20 |
| Magenta ² | C240X30 |
| Yellow ² | C240X40 |
| Black ³ | C240X10 |
| Ultra high yield toner cartridge⁴ | |
| Black | C250U10 |
| ¹ Supported only in the MC2325 printer model. ² Supported only in the MC2425, MC2535, and MC2640 printer models. ³ Supported only in the MC2425 printer model. ⁴ Supported only in MC2535 and MC2640 printer models. | |

Lexmark XC2235 Regular toner cartridges

| Item | United States, Canada, Australia, and New Zealand | Europe, Middle East, and Africa | Rest of Asia Pacific | Latin America |
|---------|---|---------------------------------|----------------------|---------------|
| Cyan | 24B7154 | 24B7178 | 24B7202 | 24B7230 |
| Magenta | 24B7155 | 24B7179 | 24B7203 | 24B7231 |
| Yellow | 24B7156 | 24B7180 | 24B7204 | 24B7232 |
| Black | 24B7157 | 24B7181 | 24B7205 | 24B7233 |

Lexmark XC4240 Regular toner cartridges

| Item | United States, Canada, Australia, and New Zealand | Europe, Middle East, and Africa | Rest of Asia Pacific | Latin America |
|---------|---|---------------------------------|----------------------|---------------|
| Cyan | 24B7158 | 24B7182 | 24B7206 | 24B7234 |
| Magenta | 24B7159 | 24B7183 | 24B7207 | 24B7235 |
| Yellow | 24B7160 | 24B7184 | 24B7208 | 24B7236 |
| Black | 24B7161 | 24B7185 | 24B7209 | 24B7237 |

Ordering an imaging kit

| Item | Part number |
|--|-------------|
| Return Program imaging kit | |
| Black Return Program imaging kit | 78C0ZK0 |
| Black and color Return Program imaging kit | 78C0ZV0 |
| Regular imaging kit | |
| Black imaging kit | 78C0Z10 |
| Black and color imaging kit | 78C0Z50 |

Ordering a waste toner bottle

| Item | Part number |
|--------------------|-------------|
| Waste toner bottle | 78C0W00 |

Ordering a maintenance kit

Match the maintenance kit to the printer voltage.

Notes:

- Using certain types of paper may require more frequent replacement of the maintenance kit.
- The maintenance kit includes a fuser and pick tires. These parts may be individually ordered and replaced if necessary.

| Item | Part number |
|-----------------------------|-------------|
| 100 V fuser maintenance kit | 41X2095 |
| 110 V fuser maintenance kit | 41X2096 |
| 220 V fuser maintenance kit | 41X2097 |

Note: Only an authorized service technician can replace the maintenance kit. Contact your service provider.

Replacing parts and supplies

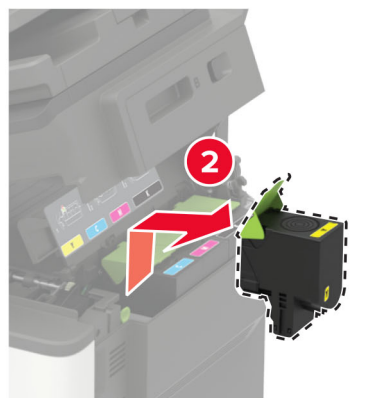
Replacing a toner cartridge

- 1 Open door B until it *clicks* into place.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.



2 Remove the used toner cartridge.



3 Unpack the new toner cartridge.

- 4 Insert the new toner cartridge.



- 5 Close door B.




Replacing the waste toner bottle

- 1 Open door B until it *clicks* into place.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.

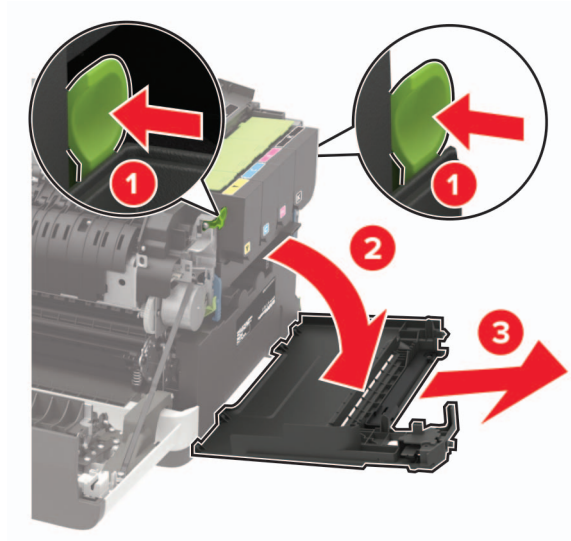


2 Open door A.

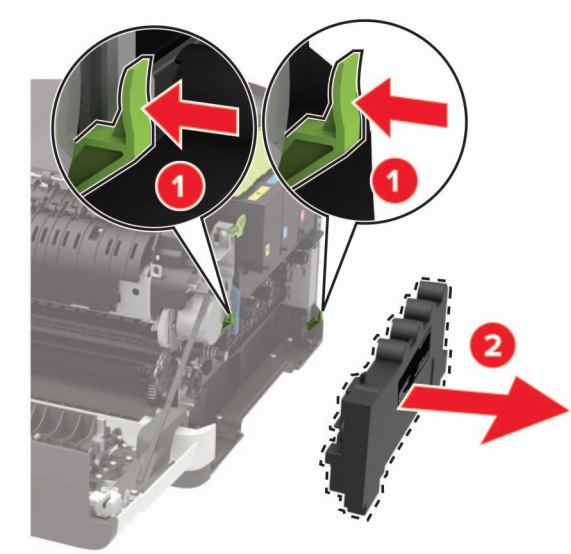
 **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.



3 Remove the right side cover.



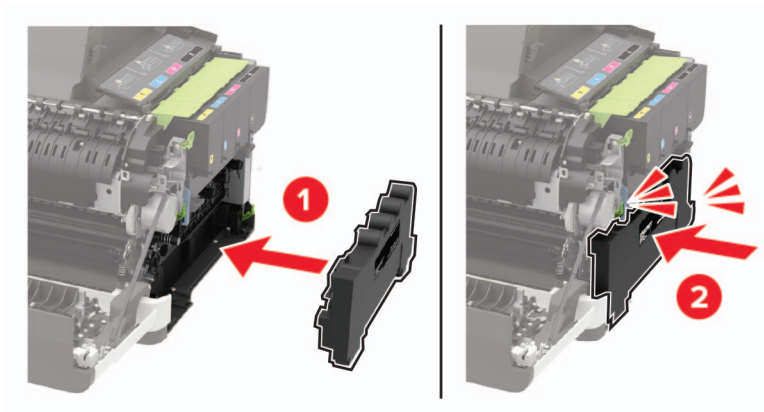
4 Remove the used waste toner bottle.



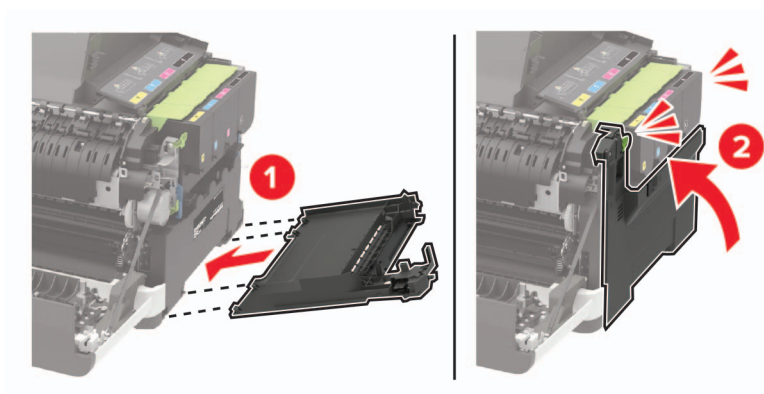
Note: To avoid spilling the toner, place the bottle in an upright position.

5 Unpack the new waste toner bottle.

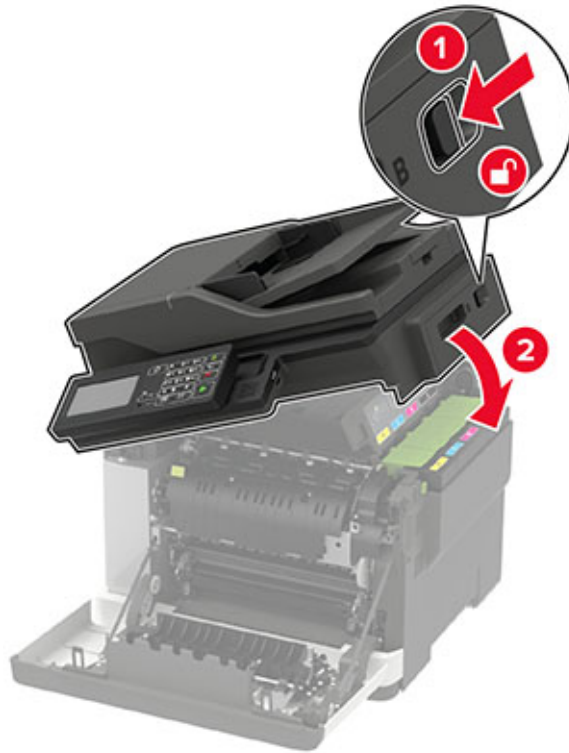
6 Insert the new waste toner bottle.



7 Insert the right side cover.



8 Close door B.



9 Close door A.


Replacing an imaging kit

1 Open door B until it *clicks* into place.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.

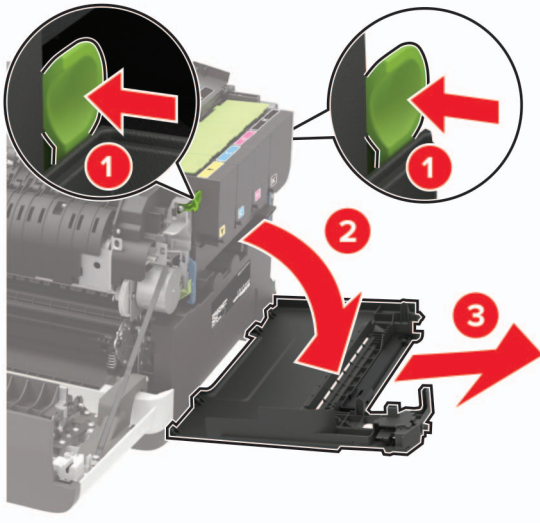


2 Open door A.

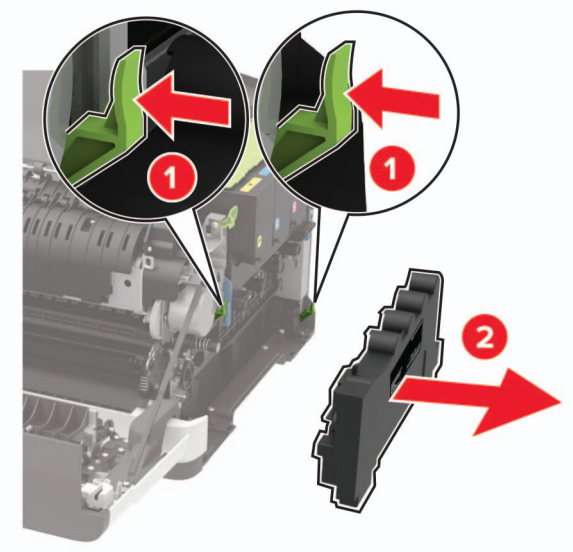
 **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.



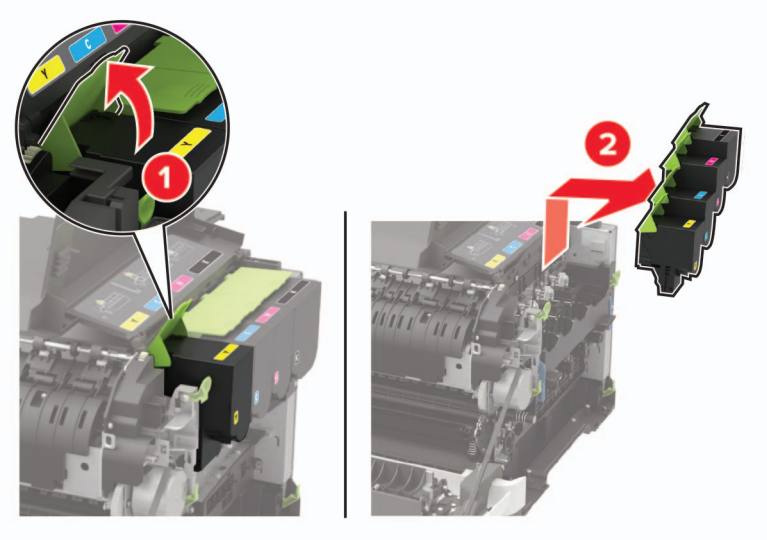
3 Remove the right side cover.



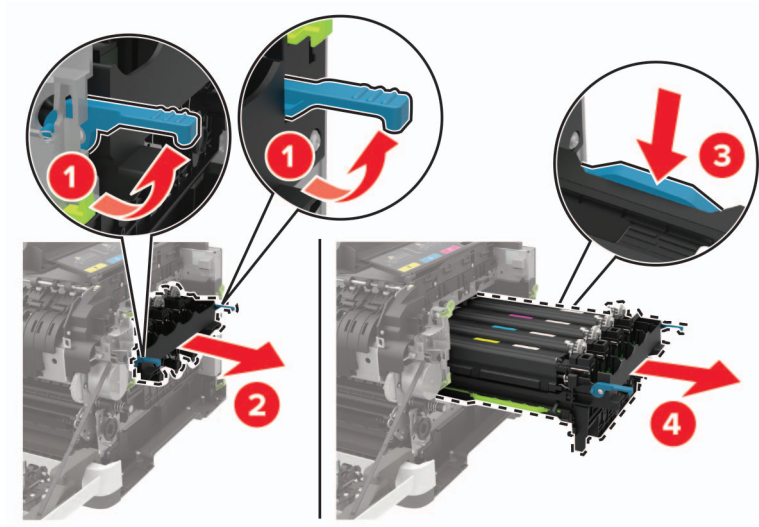
4 Remove the waste toner bottle.



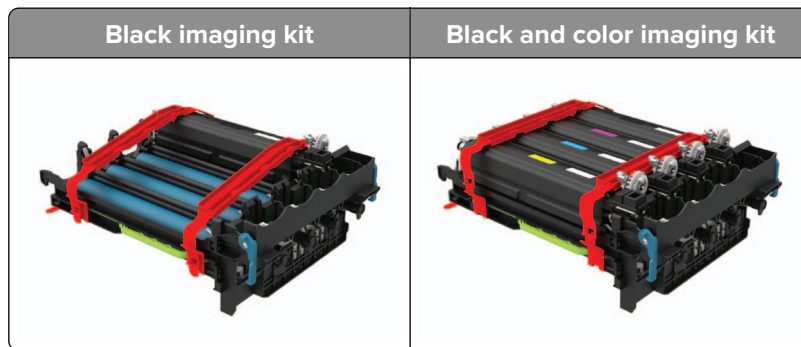
5 Remove the toner cartridges.



6 Remove the used imaging kit.

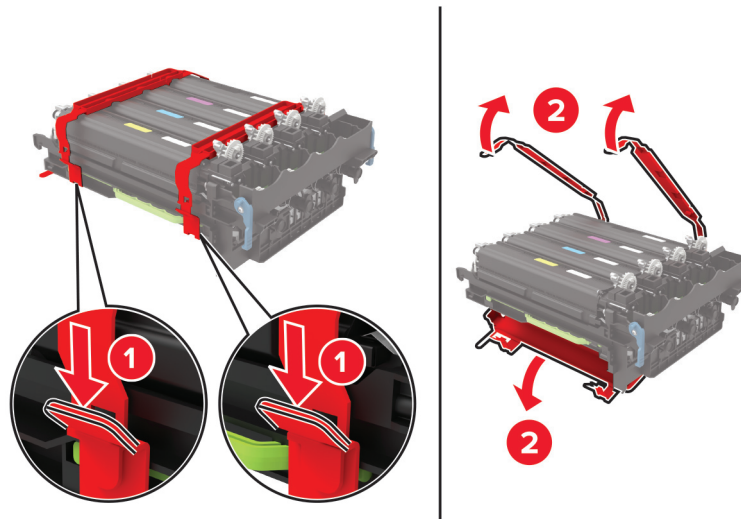


7 Unpack the new imaging kit.



Notes:

- The black imaging kit includes the imaging kit and the black developer unit.
- The black and color imaging kit includes the imaging kit and the black, cyan, magenta, and yellow developer units.
- When replacing the black imaging kit, save the cyan, magenta, and yellow developer units from the used imaging kit.

8 Remove the packing material.

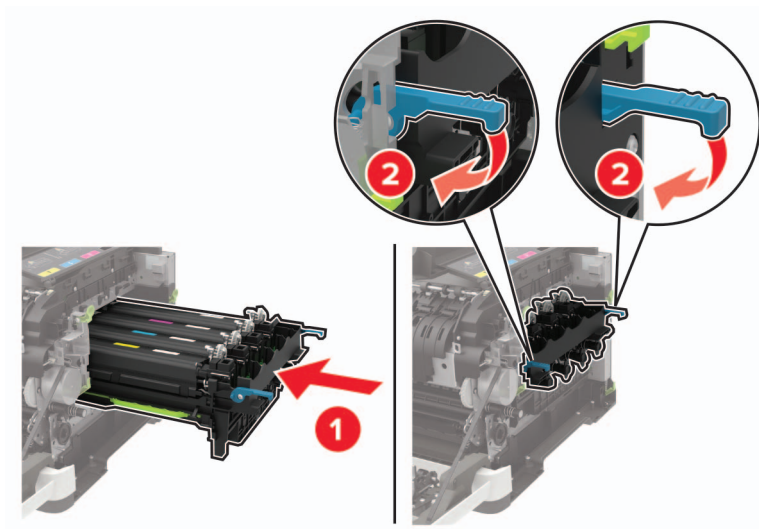
Note: If you are replacing the black imaging kit, then insert the magenta, cyan, and yellow developer units into the new imaging kit.

Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.

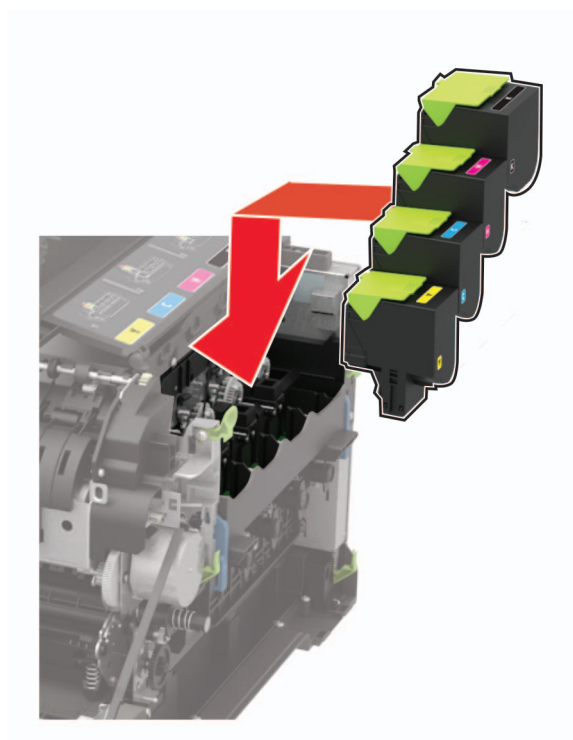
Warning—Potential Damage: Do not touch the photoconductor drum. Doing so may affect the quality of future print jobs.



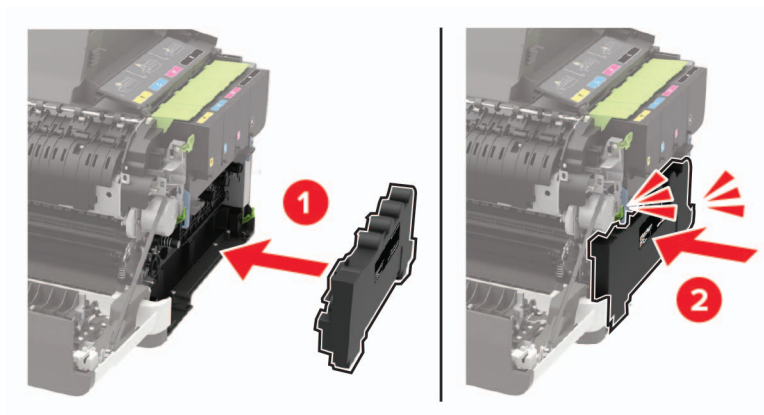
9 Insert the imaging kit until it is fully seated.



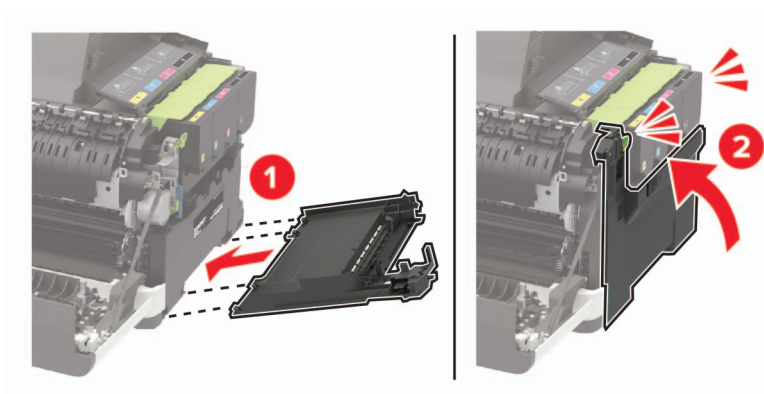
10 Insert the toner cartridges.



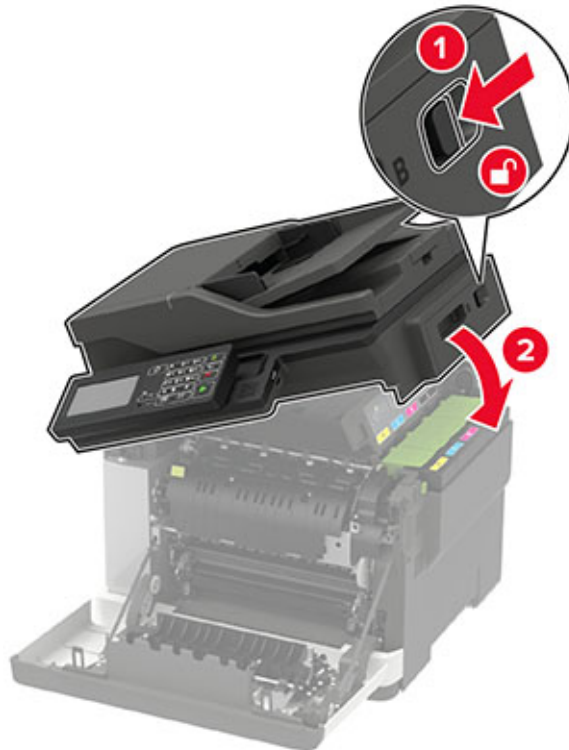
11 Insert the waste toner bottle.



12 Insert the right side cover.



13 Close door B.



14 Close door A.

Moving the printer

Moving the printer to another location

Moving the printer to another location

⚠ CAUTION—POTENTIAL INJURY: If the printer weight is greater than 20 kg (44 lb), then it may require two or more people to lift it safely.

⚠ CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, use only the power cord provided with this product or the manufacturer's authorized replacement.

⚠ CAUTION—POTENTIAL INJURY: When moving the printer, follow these guidelines to avoid personal injury or printer damage:

- Make sure that all doors and trays are closed.
- Turn off the printer, and then unplug the power cord from the electrical outlet.
- Disconnect all cords and cables from the printer.
- If the printer has separate floor-standing optional trays or output options attached to it, then disconnect them before moving the printer.
- If the printer has a caster base, then carefully roll it to the new location. Use caution when passing over thresholds and breaks in flooring.

- If the printer does not have a caster base but is configured with optional trays or output options, then remove the output options and lift the printer off the trays. Do not try to lift the printer and any options at the same time.
- Always use the handholds on the printer to lift it.
- Any cart used to move the printer must have a surface able to support the full footprint of the printer.
- Any cart used to move the hardware options must have a surface able to support the dimensions of the options.
- Keep the printer in an upright position.
- Avoid severe jarring movements.
- Make sure that your fingers are not under the printer when you set it down.
- Make sure that there is adequate clearance around the printer.

Note: Damage to the printer caused by improper moving is not covered by the printer warranty.

Shipping the printer

For shipping instructions, go to <http://support.lexmark.com> or contact customer support.

Saving energy and paper

Configuring power save mode settings

Sleep mode

1 From the control panel, navigate to:

Settings > Device > Power Management > Timeouts > Sleep Mode

For non-touch-screen printer models, press  to navigate through the settings.

2 Enter the amount of time that the printer stays idle before it enters Sleep mode.

Hibernate mode

1 From the control panel, navigate to:

Settings > Device > Power Management > Timeouts > Hibernate Timeout

For non-touch-screen printer models, press  to navigate through the settings.

2 Select the amount of time before the printer enters Hibernate mode.

Notes:

- Make sure to wake the printer from Hibernate mode before sending a print job.
- To wake the printer from Hibernate mode, press the power button.
- The Embedded Web Server is disabled when the printer is in Hibernate mode.

Adjusting the brightness of the display

Note: This setting is available only in some printer models.

1 From the control panel, navigate to:

Settings > Device > Preferences

For non-touch-screen printer models, press  to navigate through the settings.

2 In the Screen Brightness menu, adjust the setting.

Conserving supplies

- Print on both sides of the paper.

Note: Two-sided printing is the default setting in the print driver.

- Print multiple pages on a single sheet of paper.
- Use the preview feature to see how the document looks like before printing it.
- Print one copy of the document to check its content and format for accuracy.

Recycling

Recycling Lexmark products

To return Lexmark products for recycling:

1 Go to www.lexmark.com/recycle.

2 Select the product you want to recycle.

Note: Printer supplies and hardware not listed in the Lexmark Collection and Recycling Program may be recycled through your local recycling center.

Recycling Lexmark packaging

Lexmark continually strives to minimize packaging. Less packaging helps to ensure that Lexmark printers are transported in the most efficient and environmentally sensitive manner and that there is less packaging to dispose of. These efficiencies result in fewer greenhouse emissions, energy savings, and natural resource savings. Lexmark also offers recycling of packaging components in some countries or regions. For more information, go to www.lexmark.com/recycle, and then choose your country or region. Information on available packaging recycling programs is included with the information on product recycling.

Lexmark cartons are 100% recyclable where corrugated recycling facilities exist. Facilities may not exist in your area.

The foam used in Lexmark packaging is recyclable where foam recycling facilities exist. Facilities may not exist in your area.

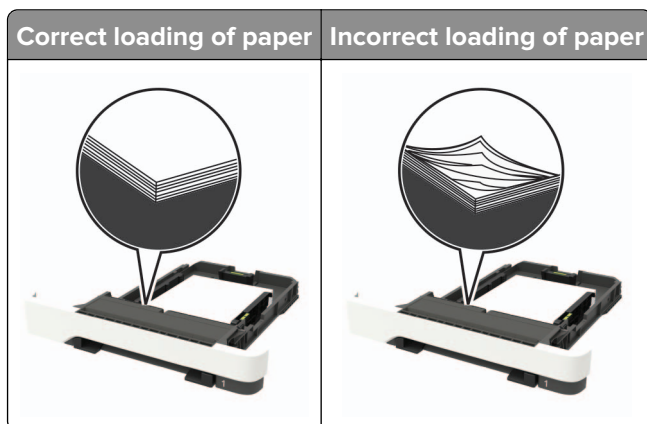
When you return a cartridge to Lexmark, you can reuse the box that the cartridge came in. Lexmark recycles the box.

Clearing jams

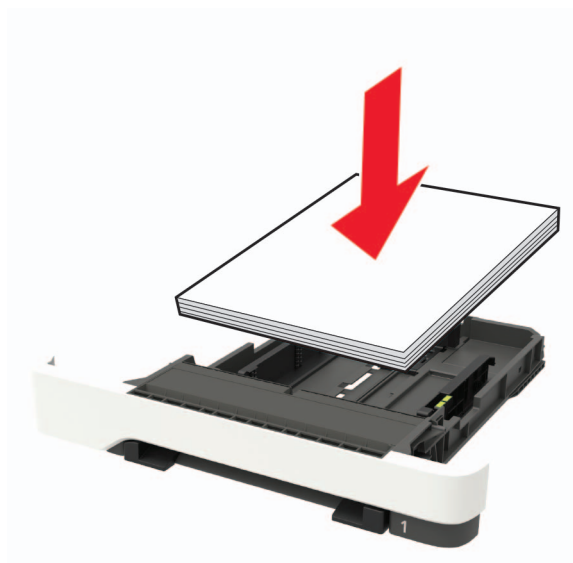
Avoiding jams

Load paper properly

- Make sure that the paper lies flat in the tray.



- Do not load or remove a tray while the printer is printing.
- Do not load too much paper. Make sure that the stack height is below the maximum paper fill indicator.
- Do not slide paper into the tray. Load paper as shown in the illustration.

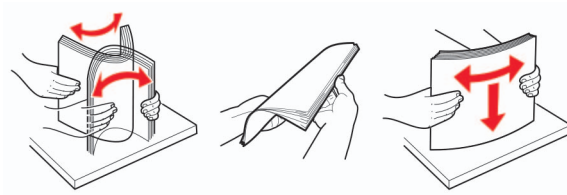


- Make sure that the paper guides are positioned correctly and are not pressing tightly against the paper or envelopes.
- Push the tray firmly into the printer after loading paper.

Use recommended paper

- Use only recommended paper or specialty media.
- Do not load paper that is wrinkled, creased, damp, bent, or curled.

- Flex, fan, and align the paper edges before loading.



- Do not use paper that has been cut or trimmed by hand.
- Do not mix paper sizes, weights, or types in the same tray.
- Make sure that the paper size and type are set correctly on the computer or printer control panel.
- Store paper according to manufacturer recommendations.

Identifying jam locations

Notes:

- When Jam Assist is set to On, the printer flushes blank pages or pages with partial prints after a jammed page has been cleared. Check your printed output for blank pages.
- When Jam Recovery is set to On or Auto, the printer reprints jammed pages.



| | Jam location |
|---|---------------------------------|
| 1 | Automatic document feeder (ADF) |
| 2 | Standard bin |
| 3 | Door A |
| 4 | Trays |
| 5 | Multipurpose feeder |
| 6 | Manual feeder |

Paper jam in trays

- 1 Remove the tray.



- 2 Remove the jammed paper.

Note: Make sure that all paper fragments are removed.




- 3 Insert the tray.

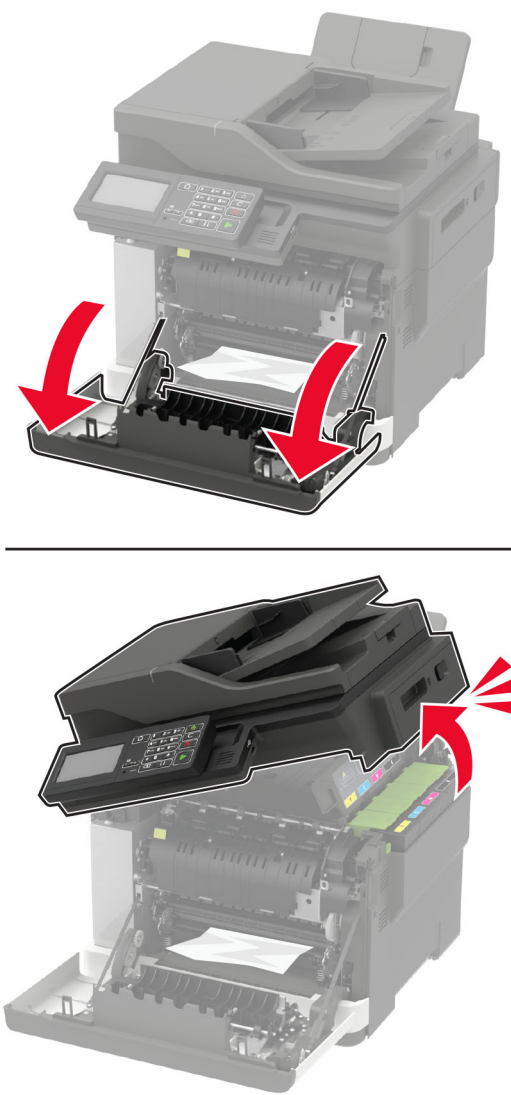
Paper jam in door A

Paper jam below the fuser

- 1 Open door A, and then open door B until it *clicks* into place.

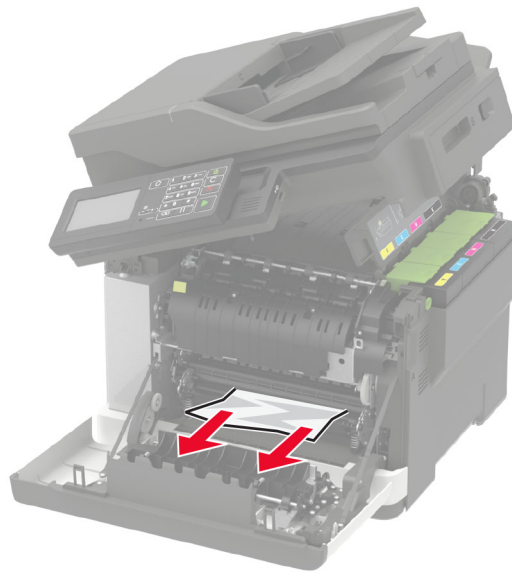
 **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.



2 Remove the jammed paper.


Note: Make sure that all paper fragments are removed.



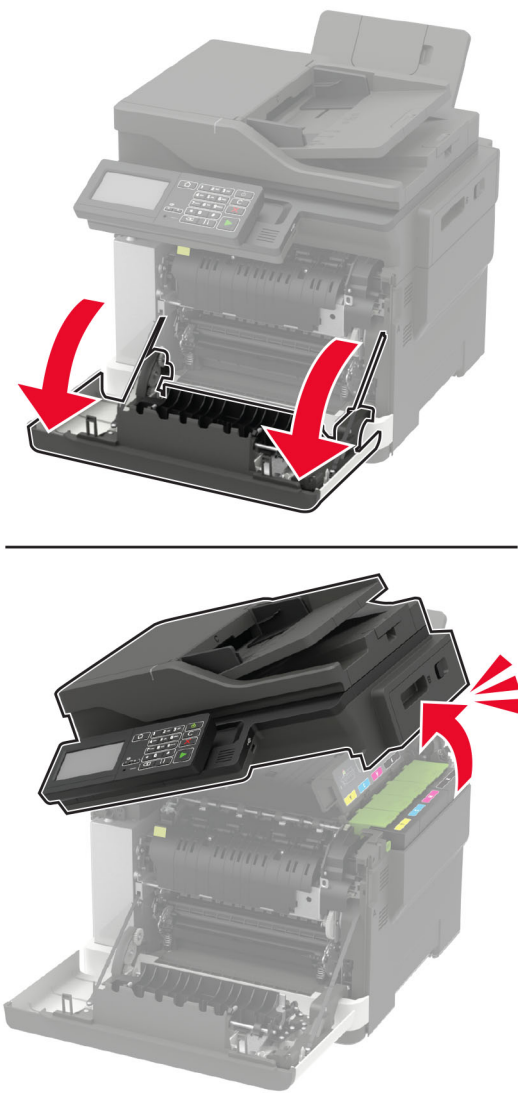
3 Close doors B and A.

Paper jam in the fuser

1 Open doors A and B.

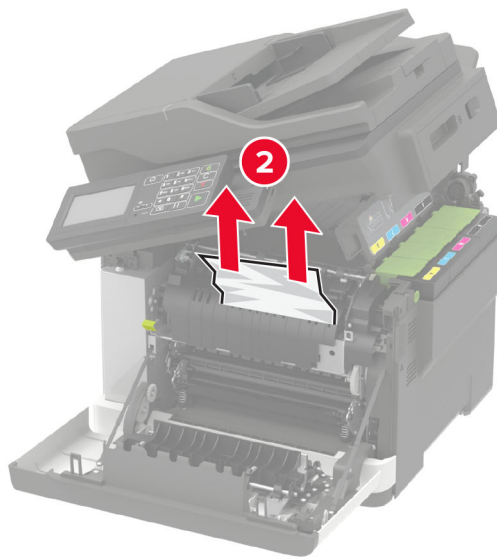
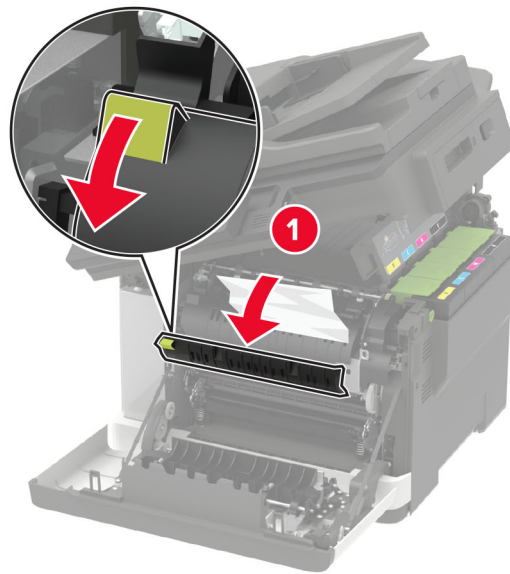
 **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.



2 Open the fuser access door, and then remove the jammed paper.


Note: Make sure that all paper fragments are removed.



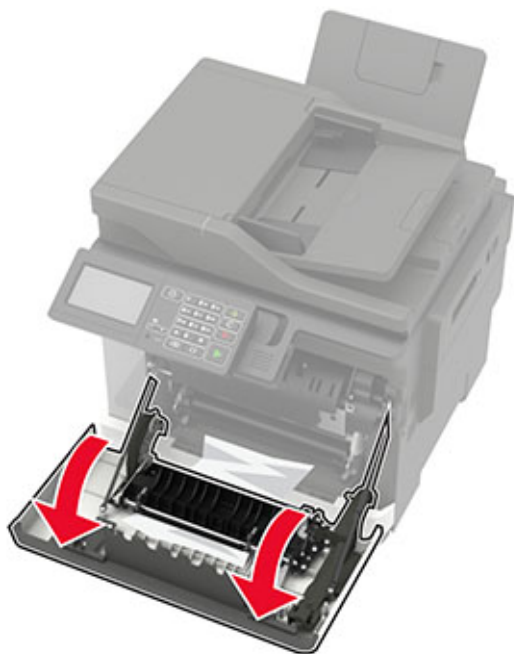
3 Close doors B and A.

Paper jam in the duplex unit

1 Open door A.

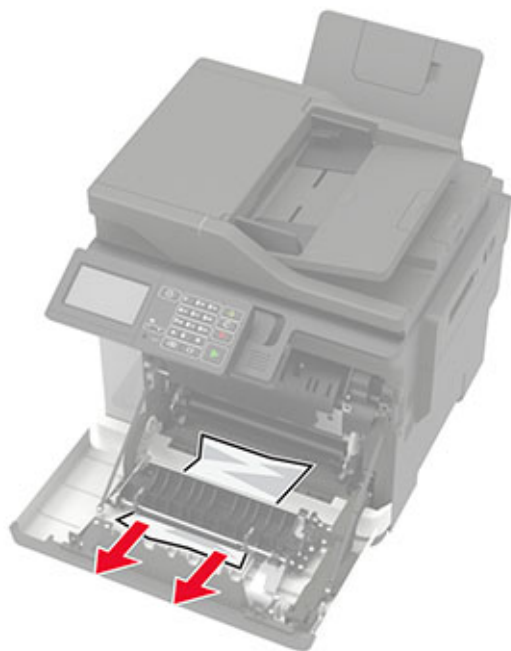
 **CAUTION—HOT SURFACE:** The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.



2 Remove the jammed paper.

Note: Make sure that all paper fragments are removed.



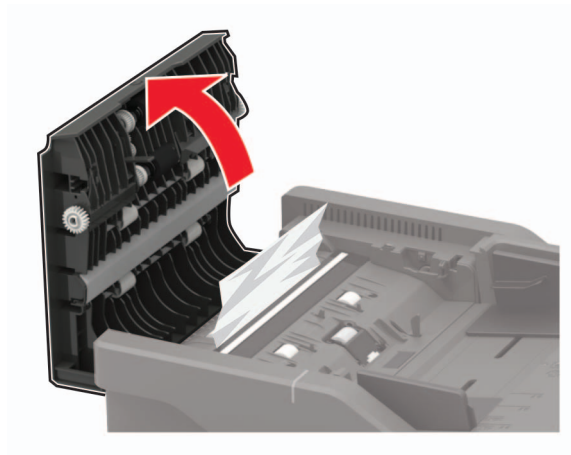
3 Close door A.

Paper jam in door C

Paper jam in door C

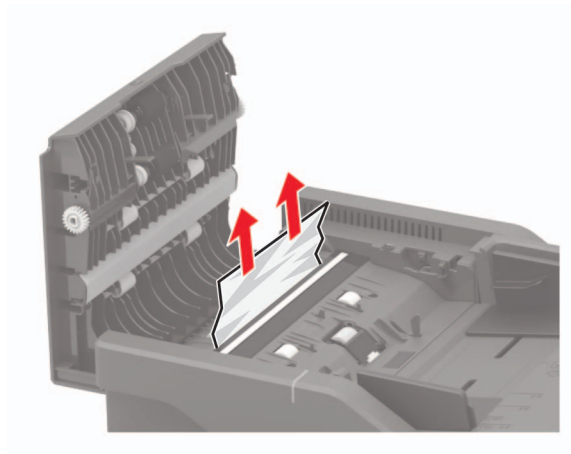
- 1 Remove all original documents from the ADF tray.
- 2 Open door C.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.



- 3 Remove the jammed paper.

Note: Make sure that all paper fragments are removed.



- 4 Close door C.

Paper jam in the standard bin

- 1 Open door B until it *clicks* into place, and then remove the jammed paper.

Warning—Potential Damage: To prevent damage from electrostatic discharge, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer.

Note: Make sure that all paper fragments are removed.



2 Open door A.

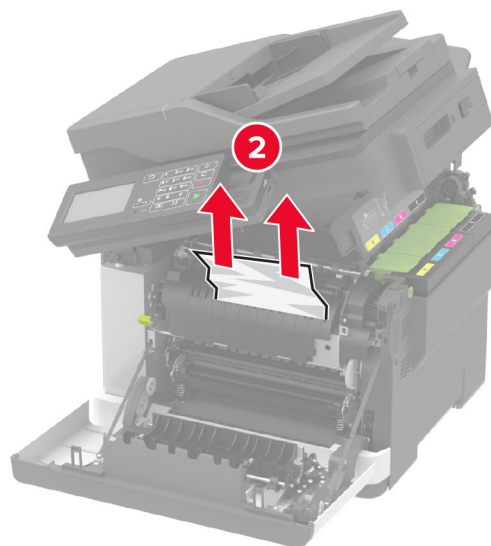
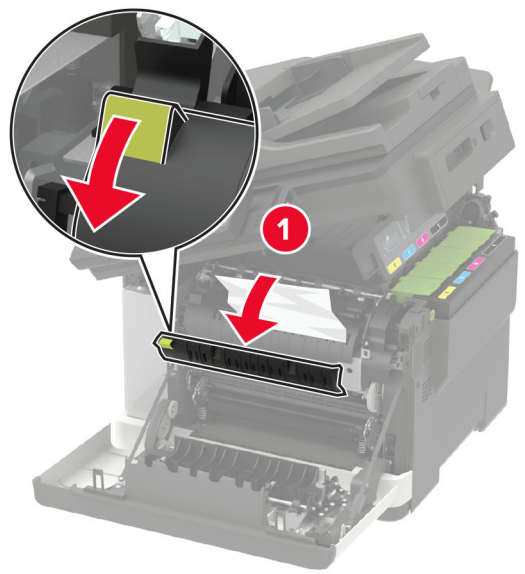


CAUTION—HOT SURFACE: The inside of the printer might be hot. To reduce the risk of injury from a hot component, allow the surface to cool before touching it.



3 Open the fuser access door, and then remove the jammed paper.

Note: Make sure that all paper fragments are removed.

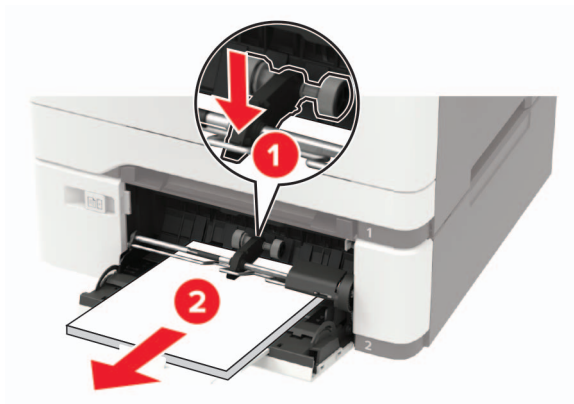


4 Close doors A and B.

Paper jam in the multipurpose feeder

Note: The multipurpose feeder is available only in some printer models.

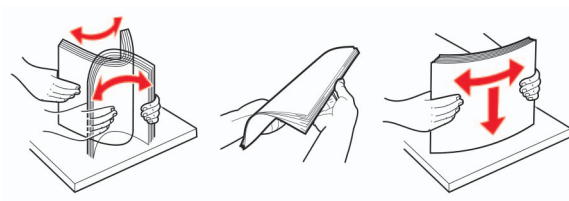
- 1 Remove paper from the multipurpose feeder.



- 2 Remove the jammed paper.

Note: Make sure that all paper fragments are removed.

- 3 Flex, fan, and align the paper edges before loading.



- 4 Reload paper.



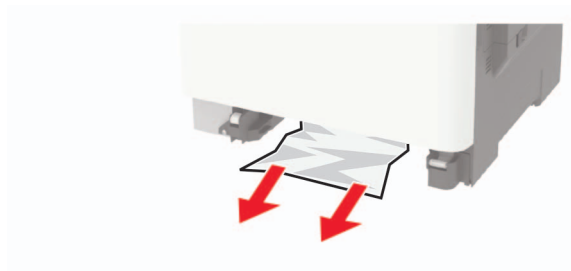
Paper jam in the manual feeder

- 1 Remove the tray.



- 2 Remove the jammed paper.

Note: Make sure that all paper fragments are removed.



- 3 Insert the tray.

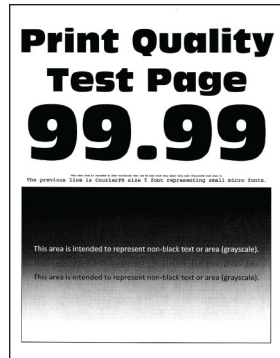
Troubleshooting

Print quality problems

Find the image that resembles the print quality problem you are having, and then click the link below it to read problem-solving steps.



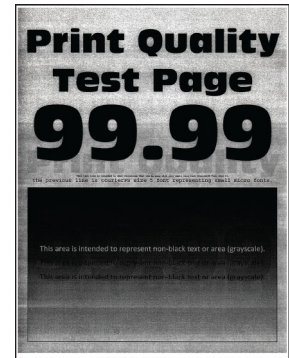
[“Blank or white pages” on page 213](#)



[“Dark print” on page 214](#)



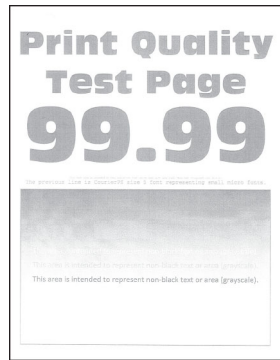
[“Ghost images” on page 215](#)



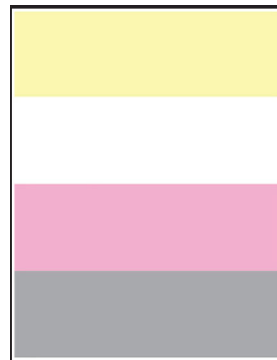
[“Gray or colored background” on page 217](#)



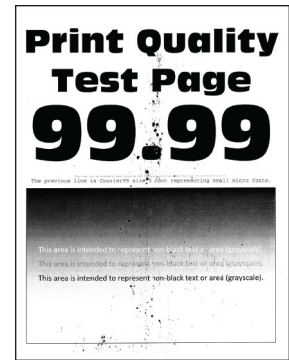
[“Incorrect margins” on page 217](#)



[“Light print” on page 218](#)



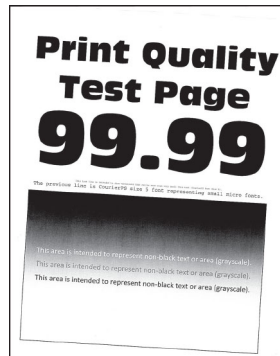
[“Missing colors” on page 220](#)



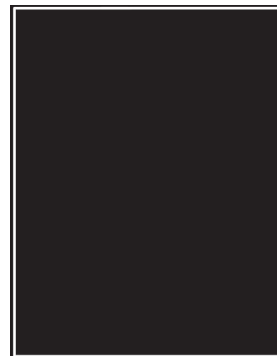
[“Mottled print and dots” on page 221](#)



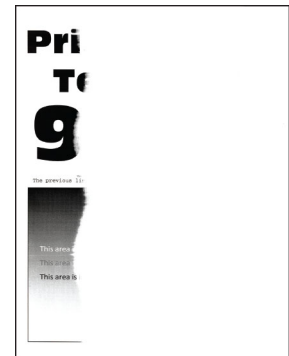
[“Paper curl” on page 245](#)



[“Print crooked or skewed” on page 222](#)



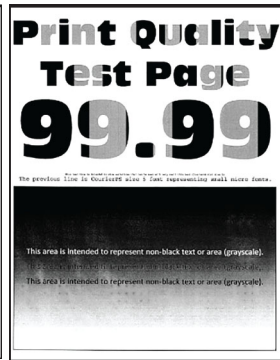
[“Solid color or black images” on page 223](#)



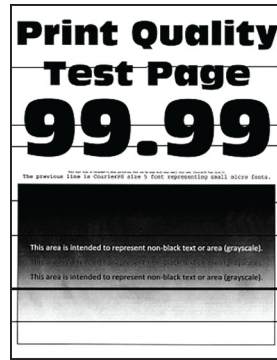
[“Text or images cut off” on page 223](#)



[“Toner easily rubs off” on page 224](#)



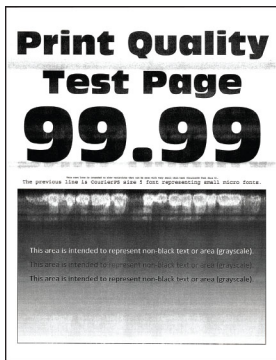
[“Uneven print density” on page 225](#)



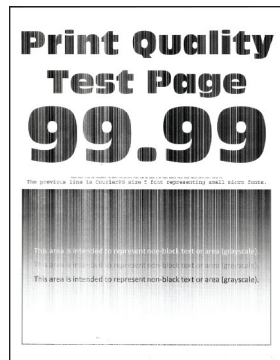
[“Horizontal dark lines” on page 226](#)



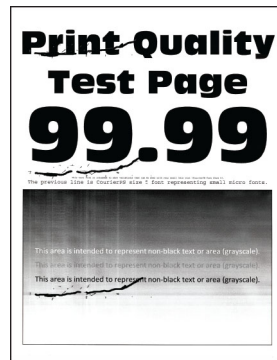
[“Vertical dark lines” on page 227](#)



[“Horizontal white lines” on page 229](#)



[“Vertical white lines” on page 230](#)



[“Repeating defects” on page 231](#)

Printing problems

Print quality is poor

Blank or white pages

Blank or white pages




Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to

Settings > Troubleshooting > Print Quality Test Pages. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|---|--|-------------------------------|
| <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Is the printer printing blank or white pages?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Dark print




Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|---|----------------------|-------------------------------|
| <p>Step 1</p> <p>a Perform Color Adjust.</p> <p>From the control panel, navigate to:</p> <p>Settings > Print > Quality > Advanced Imaging > Color Adjust</p> <p>b Print the document.</p> <p>Is the print too dark?</p> | <p>Go to step 2.</p> | <p>The problem is solved.</p> |
| <p>Step 2</p> <p>a Depending on your operating system, reduce toner darkness from the Printing Preferences or Print dialog.</p> <p>Note: You can also change the setting on the printer control panel. Navigate to:</p> <p>Settings > Print > Quality > Toner Darkness</p> <p>b Print the document.</p> <p>Is the print too dark?</p> | <p>Go to step 3.</p> | <p>The problem is solved.</p> |

| Action | Yes | No |
|---|--|------------------------|
| <p>Step 3</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Is the print too dark?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>Check if the paper has texture or rough finishes.</p> <p>Are you printing on textured or rough paper?</p> | Go to step 5. | Go to step 6. |
| <p>Step 5</p> <p>a Replace textured or rough paper with plain paper.</p> <p>b Print the document.</p> <p>Is the print too dark?</p> | Go to step 6. | The problem is solved. |
| <p>Step 6</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Is the print too dark?</p> | Contact customer support . | The problem is solved. |

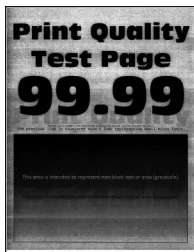
Ghost images



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|--|--|------------------------|
| <p>Step 1</p> <p>a Load the tray with the correct paper type.</p> <p>b Print the document.</p> <p>Do ghost images appear on prints?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Do ghost images appear on prints?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Perform Color Adjust.</p> <p>From the control panel, navigate to:</p> <p>Settings > Print > Quality > Advanced Imaging > Color Adjust</p> <p>b Print the document.</p> <p>Do ghost images appear on prints?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Do ghost images appear on prints?</p> | Contact customer support . | The problem is solved. |

Gray or colored background



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.

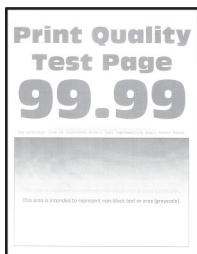
| Action | Yes | No |
|--|--|------------------------|
| <p>Step 1</p> <p>a Perform Color Adjust. From the control panel, navigate to: Settings > Print > Quality > Advanced Imaging > Color Adjust</p> <p>b Print the document.</p> <p>Does gray or colored background appear on prints?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Remove, and then insert the imaging kit. Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems. Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Does gray or colored background appear on prints?</p> | Contact customer support . | The problem is solved. |


Incorrect margins



| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1</p> <p>a Adjust the paper guides to the correct position for the paper loaded.</p> <p>b Print the document.</p> <p>Are the margins correct?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2</p> <p>a Set the paper size from the control panel. Navigate to: Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Are the margins correct?</p> | The problem is solved. | Go to step 3. |
| <p>Step 3</p> <p>a Depending on your operating system, specify the paper size from the Printing Preferences or Print dialog.</p> <p>Note: Make sure that the setting matches the paper loaded.</p> <p>b Print the document.</p> <p>Are the margins correct?</p> | The problem is solved. | Contact customer support . |

Light print



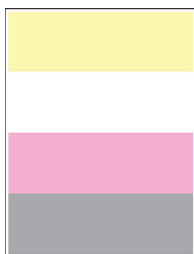
Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.


| Action | Yes | No |
|---|---------------|------------------------|
| <p>Step 1</p> <p>a Perform Color Adjust.</p> <p>From the control panel, navigate to: Settings > Print > Quality > Advanced Imaging > Color Adjust</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 2. | The problem is solved. |

| Action | Yes | No |
|--|---------------|------------------------|
| <p>Step 2</p> <p>a Depending on your operating system, increase toner darkness from the Printing Preferences or Print dialog.</p> <p>Note: You can also change the setting on the printer control panel. Navigate to:</p> <p>Settings > Print > Quality > Toner Darkness</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Turn off Color Saver.</p> <p>From the control panel, navigate to:</p> <p>Settings > Print > Quality > Color Saver</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 5. | The problem is solved. |
| <p>Step 5</p> <p>Check if paper has texture or rough finishes.</p> <p>Are you printing on textured or rough paper?</p> | Go to step 6. | Go to step 7. |
| <p>Step 6</p> <p>a Replace textured or rough paper with plain paper.</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 7. | The problem is solved. |
| <p>Step 7</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Is the print light?</p> | Go to step 8. | The problem is solved. |

| Action | Yes | No |
|--|--|-------------------------------|
| <p>Step 8</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Is the print light?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Missing colors



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|---|--|-------------------------------|
| <p>a Remove the toner cartridge of the missing color.</p> <p>b Remove the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>c Remove, and then insert the developer unit of the missing color.</p> <p>d Insert the imaging kit.</p> <p>e Insert the toner cartridge.</p> <p>f Print the document.</p> <p>Are some colors missing on prints?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Mottled print and dots




Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.

| Action | Yes | No |
|---|---------------|--|
| <p>Step 1 Check the printer for leaked toner contamination.</p> <p>Is the printer free of leaked toner?</p> | Go to step 2. | Contact customer support . |
| <p>Step 2</p> <p>a From the control panel, navigate to: Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Check if the paper size and paper type settings match the paper loaded.</p> <p>Note: Make sure that paper does not have texture or rough finishes.</p> <p>Do the settings match?</p> | Go to step 4. | Go to step 3. |
| <p>Step 3</p> <p>a Depending on your operating system, specify the paper size and paper type from the Printing Preferences or Print dialog.</p> <p>Note: Make sure that the settings match the paper loaded.</p> <p>b Print the document.</p> <p>Is the print mottled?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Is the print mottled?</p> | Go to step 5. | The problem is solved. |

| Action | Yes | No |
|--|--|-------------------------------|
| <p>Step 5</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Is the print mottled?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Print crooked or skewed

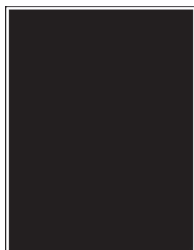


Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|--|----------------------|-------------------------------|
| <p>Step 1</p> <p>a Adjust the paper guides in the tray to the correct position for the paper loaded.</p> <p>b Print the document.</p> <p>Is the print crooked or skewed?</p> | <p>Go to step 2.</p> | <p>The problem is solved.</p> |
| <p>Step 2</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Is the print crooked or skewed?</p> | <p>Go to step 3.</p> | <p>The problem is solved.</p> |

| Action | Yes | No |
|---|--|-------------------------------|
| <p>Step 3</p> <p>a Check if the paper loaded is supported. Note: If paper is not supported, then load a supported paper.</p> <p>b Print the document.</p> <p>Is the print crooked or skewed?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Solid color or black images




Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.

| Action | Yes | No |
|---|--|-------------------------------|
| <p>a Remove, and then reinstall the imaging kit. Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems. Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Is the printer printing solid color or black images?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

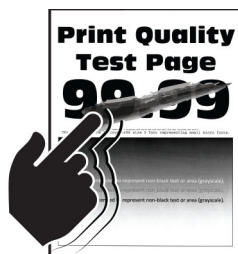
Text or images cut off



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|--|--|------------------------|
| <p>Step 1</p> <p>a Adjust the paper guides in the tray to the correct position for the paper loaded.</p> <p>b Print the document.</p> <p>Are text or images cut off?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Depending on your operating system, specify the paper size from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Are text or images cut off?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Are text or images cut off?</p> | Contact customer support . | The problem is solved. |

Toner easily rubs off

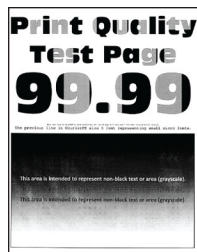


Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.

| Action | Yes | No |
|--|--|------------------------|
| <p>Step 1</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: Settings > Paper > Tray Configuration > Paper Size/Type <p>b Print the document.</p> <p>Does toner easily rub off?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Check if the paper weight is supported.</p> <p>Note: If paper weight is not supported, then load a supported one.</p> <p>b Print the document.</p> <p>Does toner easily rub off?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Does toner easily rub off?</p> | Contact customer support . | The problem is solved. |

Uneven print density

Uneven print density



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.

| Action | Yes | No |
|--|--|-------------------------------|
| <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Is the print density uneven?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Horizontal dark lines



Notes:

- Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press **OK** to navigate through the settings.
- If horizontal dark lines keep appearing on the prints, then see the “Repeating defects” topic.


| Action | Yes | No |
|--|----------------------|-------------------------------|
| <p>Step 1</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Do dark lines appear on prints?</p> | <p>Go to step 2.</p> | <p>The problem is solved.</p> |


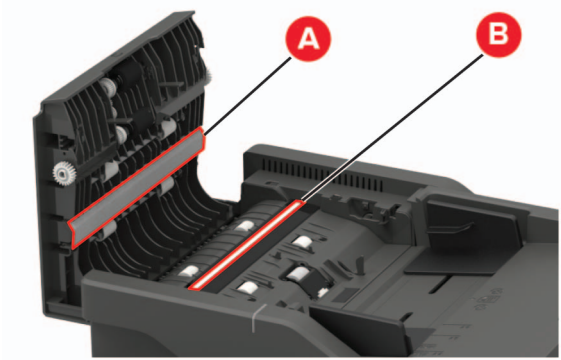
| Action | Yes | No |
|--|--|------------------------|
| <p>Step 2</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you use it.</p> <p>b Print the document.</p> <p>Do dark lines appear on prints?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Do dark lines appear on prints?</p> | Contact customer support . | The problem is solved. |

Vertical dark lines

Vertical dark lines



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.


| Action | Yes | No |
|---|----------------------|-------------------------------|
| <p>Step 1 Using a blank sheet of paper, make a two-sided copy using the ADF.</p> <p>Do vertical dark lines or streaks appear on prints?</p> | <p>Go to step 2.</p> | <p>Go to step 3.</p> |
| <p>Step 2 Using a damp, soft, lint-free cloth, wipe the following areas:</p> <ul style="list-style-type: none"> • ADF glass pad (A) and ADF glass (B)  <ul style="list-style-type: none"> • ADF glass pad (A) and ADF glass (B) in door C  <p>Do vertical dark lines or streaks appear on prints?</p> | <p>Go to step 3.</p> | <p>The problem is solved.</p> |

| Action | Yes | No |
|--|--|------------------------|
| <p>Step 3</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Do vertical dark lines or streaks appear on prints?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you use it.</p> <p>b Print the document.</p> <p>Do vertical dark lines or streaks appear on prints?</p> | Go to step 5. | The problem is solved. |
| <p>Step 5</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light can cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Do vertical dark lines or streaks appear on prints?</p> | Contact customer support . | The problem is solved. |

Horizontal white lines




Notes:

- Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.
- If horizontal white lines keep appearing on your prints, then see the “Repeating defects” topic.

| Action | Yes | No |
|---|--|------------------------|
| <p>Step 1</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: Settings > Paper > Tray Configuration > Paper Size/Type <p>b Print the document.</p> <p>Do horizontal white lines appear on prints?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light can cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Do horizontal white lines appear on prints?</p> | Contact customer support . | The problem is solved. |

Vertical white lines




Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.

| Action | Yes | No |
|--|--|------------------------|
| <p>Step 1</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Do vertical white lines appear on prints?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>Check if you are using the recommended paper type.</p> <p>a Load the paper source with the recommended paper type.</p> <p>b Print the document.</p> <p>Do vertical white lines appear on prints?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>a Remove, and then insert the imaging kit.</p> <p>Warning—Potential Damage: Do not expose the imaging kit to direct light. Extended exposure to light may cause print quality problems.</p> <p>Warning—Potential Damage: Do not touch the photoconductor drum under the imaging kit. Doing so may affect the quality of future print jobs.</p> <p>b Print the document.</p> <p>Do vertical white lines appear on prints?</p> | Contact customer support . | The problem is solved. |

Repeating defects



Note: Before solving the problem, print the Print Quality Test Pages. From the control panel, navigate to **Settings > Troubleshooting > Print Quality Test Pages**. For non-touch-screen printer models, press  to navigate through the settings.


| Action | Yes | No |
|---|--|--|
| <p>a Using the Print Quality Test Pages, measure the distance between the repeating defects on the affected color page.</p> <p>b Check if the repeating defects match any of the following measurements:</p> <p>Imaging kit</p> <ul style="list-style-type: none"> • 94.20 mm (3.71 in.) • 29.80 mm (1.17 in.) • 23.20 mm (0.91 in.) <p>Developer unit</p> <ul style="list-style-type: none"> • 43.90 mm (1.73 in.) • 45.50 mm (1.79 in.) <p>Transfer module</p> <ul style="list-style-type: none"> • 37.70 mm (1.48 in.) • 78.50 mm (3.09 in.) • 55 mm (2.17 in.) <p>Fuser</p> <ul style="list-style-type: none"> • 79.80 mm (3.14 in.) • 94.30 mm (3.71 in.) <p>Do the repeating defects match any of the measurements?</p> | <p>Take note of the distance, and then contact customer support.</p> | <p>Take note of the distance, and then contact customer support.</p> |



Print jobs do not print

| Action | Yes | No |
|---|-------------------------------|----------------------|
| <p>Step 1</p> <p>a From the document you are trying to print, open the Print dialog, and then check if you have selected the correct printer.</p> <p>b Print the document.</p> <p>Is the document printed?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>a Check if the printer is on.</p> <p>b Resolve any error messages that appear on the display.</p> <p>c Print the document.</p> <p>Is the document printed?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 3</p> <p>a Check if the ports are working and if the cables are securely connected to the computer and the printer. For more information, see the setup documentation that came with the printer.</p> <p>b Print the document.</p> <p>Is the document printed?</p> | The problem is solved. | Go to step 4. |
| <p>Step 4</p> <p>a Turn off the printer, wait for about 10 seconds, and then turn on the printer.</p> <p>b Print the document.</p> <p>Is the document printed?</p> | The problem is solved. | Go to step 5. |
| <p>Step 5</p> <p>a Remove, and then reinstall the print driver.</p> <p>b Print the document.</p> <p>Is the document printed?</p> | The problem is solved. | Contact customer support . |


Slow printing

| Action | Yes | No |
|--|---------------|------------------------|
| <p>Step 1</p> <p>Make sure that the printer cable is securely connected to the printer and to the computer, print server, option, or other network device.</p> <p>Is the printer printing slow?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Make sure that the printer is not in Quiet Mode.</p> <ul style="list-style-type: none"> From the control panel, navigate to: Settings > Device > Maintenance > Config Menu > Device Operations > Quiet Mode <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Print the document.</p> <p>Is the printer printing slow?</p> | Go to step 3. | The problem is solved. |

| Action | Yes | No |
|---|----------------------|-------------------------------|
| <p>Step 3</p> <p>a Depending on your operating system, specify the print resolution from the Printing Preferences or Print dialog.</p> <p>b Set the resolution to 4800 CQ.</p> <p>c Print the document.</p> <p>Is the printer printing slow?</p> | <p>Go to step 4.</p> | <p>The problem is solved.</p> |
| <p>Step 4</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to Settings > Paper > Tray Configuration > Paper Size/Type. For non-touch-screen printer models, press  to navigate through the settings. • Heavier paper prints more slowly. • Paper narrower than letter, A4, and legal may print more slowly. <p>b Print the document.</p> <p>Is the printer printing slow?</p> | <p>Go to step 5.</p> | <p>The problem is solved.</p> |
| <p>Step 5</p> <p>a Make sure that the printer settings for texture and weight match the paper being loaded.</p> <p>From the control panel, navigate to:</p> <p>Settings > Paper > Media Configuration > Media Types</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>Note: Rough paper textures and heavy paper weights may print more slowly.</p> <p>b Print the document.</p> <p>Is the printer printing slow?</p> | <p>Go to step 6.</p> | <p>The problem is solved.</p> |
| <p>Step 6</p> <p>Remove held jobs.</p> <p>Is the printer printing slow?</p> | <p>Go to step 7.</p> | <p>The problem is solved.</p> |

| Action | Yes | No |
|---|--|-------------------------------|
| <p>Step 7</p> <p>a Make sure that the printer is not overheating.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Allow the printer to cool down after a long print job. • Observe the recommended ambient temperature for the printer. For more information, see “Selecting a location for the printer” on page 12. <p>b Print the document.</p> <p>Is the printer printing slow?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |


Job prints from the wrong tray or on the wrong paper

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 1</p> <p>a Check if you are printing on the correct paper.</p> <p>b Print the document.</p> <p>Is the document printed on the correct paper?</p> | <p>Go to step 2.</p> | <p>Load the correct paper size and paper type.</p> |
| <p>Step 2</p> <p>a Depending on your operating system, specify the paper size and paper type from the Printing Preferences or Print dialog.</p> <p>Note: You can also change the settings on the printer control panel. Navigate to:</p> <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Make sure that the settings match the paper loaded.</p> <p>c Print the document.</p> <p>Is the document printed on the correct paper?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>a Check if the trays are linked.</p> <p>For more information, see “Linking trays” on page 37.</p> <p>b Print the document.</p> <p>Is the document printed from the correct tray?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Confidential and other held documents do not print

| Action | Yes | No |
|--|-------------------------------|--|
| <p>Step 1</p> <p>a From the control panel, check if the documents appear in the Held Jobs list.</p> <p>Note: If the documents are not listed, then print the documents using the Print and Hold options.</p> <p>b Print the documents.</p> <p>Are the documents printed?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>The print job may contain a formatting error or invalid data.</p> <ul style="list-style-type: none"> • Delete the print job, and then send it again. • For PDF files, generate a new file, and then print the documents. <p>Are the documents printed?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>If you are printing from the Internet, then the printer may be reading the multiple job titles as duplicates.</p> <p>For Windows users</p> <p>a Open the Printing Preferences dialog.</p> <p>b From the Print and Hold section, select Keep duplicate documents.</p> <p>c Enter a PIN.</p> <p>d Resend the print job.</p> <p>For Macintosh users</p> <p>a Save and name each job differently.</p> <p>b Send the job individually.</p> <p>Are the documents printed?</p> | <p>The problem is solved.</p> | <p>Go to step 4.</p> |
| <p>Step 4</p> <p>a Delete some held jobs to free up printer memory.</p> <p>b Resend the print job.</p> <p>Are the documents printed?</p> | <p>The problem is solved.</p> | <p>Go to step 5.</p> |
| <p>Step 5</p> <p>a Add printer memory.</p> <p>b Resend the print job.</p> <p>Are the documents printed?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

The printer is not responding

| Action | Yes | No |
|---|---|--|
| <p>Step 1 Check if the power cord is connected to the electrical outlet.</p> <p> CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.</p> <p>Is the printer responding?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 Check if the electrical outlet is turned off by a switch or breaker.</p> <p>Is the electrical outlet turned off by a switch or breaker?</p> | Turn on the switch or reset the breaker. | Go to step 3. |
| <p>Step 3 Check if the printer is on.</p> <p>Is the printer on?</p> | Go to step 4. | Turn on the printer. |
| <p>Step 4 Check if the printer is in Sleep or Hibernate mode.</p> <p>Is the printer in Sleep or Hibernate mode?</p> | Press the power button to wake the printer. | Go to step 5. |
| <p>Step 5 Check if the cables connecting the printer and the computer are inserted to the correct ports.</p> <p>Are the cables inserted to the correct ports?</p> | Go to step 6. | Insert the cables to the correct ports. |
| <p>Step 6 Turn off the printer, install the hardware options, and then turn on the printer. For more information, see the documentation that came with the option.</p> <p>Is the printer responding?</p> | The problem is solved. | Go to step 7. |
| <p>Step 7 Install the correct print driver.</p> <p>Is the printer responding?</p> | The problem is solved. | Go to step 8. |
| <p>Step 8 Turn off the printer, wait for about 10 seconds, and then turn on the printer.</p> <p>Is the printer responding?</p> | The problem is solved. | Contact customer support . |

Unable to read flash drive

| Action | Yes | No |
|--|------------------------|--|
| <p>Step 1 Check if the printer is not busy processing another print, copy, scan, or fax job.</p> <p>Is the printer ready?</p> | Go to step 2. | Wait for the printer to finish processing the other job. |
| <p>Step 2 Check if the flash drive is supported. For more information, see “Supported flash drives and file types” on page 46.</p> <p>Is the flash drive supported?</p> | Go to step 3. | Insert a supported flash drive. |
| <p>Step 3 Remove, and then insert the flash drive.</p> <p>Does the printer recognize the flash drive?</p> | The problem is solved. | Contact customer support . |

Enabling the USB port

From the control panel, navigate to:

Settings > Network/Ports > USB > Enable USB Port

For non-touch-screen printer models, press  to navigate through the settings.



Network connection problems

Cannot open Embedded Web Server

| Action | Yes | No |
|---|---------------|---|
| <p>Step 1 Check if the printer is on.</p> <p>Is the printer on?</p> | Go to step 2. | Turn on the printer. |
| <p>Step 2 Make sure that the printer IP address is correct. View the printer IP address:</p> <ul style="list-style-type: none"> • From the home screen • From the TCP/IP section in the Network/Ports menu • By printing a network setup page or menu settings page, and then finding the TCP/IP section <p>Note: An IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.</p> <p>Is the printer IP address correct?</p> | Go to step 3. | Type the correct printer IP address in the address field. |
| <p>Step 3 Check if you are using a supported browser:</p> <ul style="list-style-type: none"> • Internet Explorer® version 11 or later • Microsoft Edge™ • Safari version 6 or later • Google Chrome™ version 32 or later • Mozilla Firefox version 24 or later <p>Is your browser supported?</p> | Go to step 4. | Install a supported browser. |
| <p>Step 4 Check if the network connection is working.</p> <p>Is the network connection working?</p> | Go to step 5. | Contact your administrator. |
| <p>Step 5 Make sure that the cable connections to the printer and print server are secure. For more information, see the documentation that came with the printer.</p> <p>Are the cable connections secure?</p> | Go to step 6. | Secure the cable connections. |
| <p>Step 6 Check if the web proxy servers are disabled.</p> <p>Are the web proxy servers disabled?</p> | Go to step 7. | Contact your administrator. |

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 7 Access the Embedded Web Server.</p> <p>Did the Embedded Web Server open?</p> | The problem is solved. | Contact customer support . |

Cannot connect the printer to the Wi-Fi network

| Action | Yes | No |
|---|------------------------|---------------|
| <p>Step 1 Make sure that Active Adapter is set to Auto. From the control panel, navigate to: Settings > Network/Ports > Network Overview > Active Adapter > Auto</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>Can the printer connect to the Wi-Fi network?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 Check if the correct Wi-Fi network is selected. Note: Some routers may share the default SSID.</p> <p>Are you connecting to the correct Wi-Fi network?</p> | Go to step 4. | Go to step 3. |
| <p>Step 3 Connect to the correct Wi-Fi network. For more information, see “Connecting the printer to a Wi-Fi network” on page 169.</p> <p>Can the printer connect to the Wi-Fi network?</p> | The problem is solved. | Go to step 4. |
| <p>Step 4 Check the wireless security mode. From the control panel, navigate to: Settings > Network/Ports > Wireless > Wireless Security Mode</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>Is the correct wireless security mode selected?</p> | Go to step 6. | Go to step 5. |
| <p>Step 5 Select the correct wireless security mode.</p> <p>Can the printer connect to the Wi-Fi network?</p> | The problem is solved. | Go to step 6. |

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 6 Make sure that you entered the correct network password. Note: Take note of the spaces, numbers, and capitalization in the password.</p> <p>Can the printer connect to the Wi-Fi network?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Checking the printer connectivity

- 1 Print the Network Setup Page.

From the control panel, navigate to:

Settings > Reports > Network > Network Setup Page

For non-touch-screen printer models, press  to navigate through the settings.


- 2 Check the first section of the page and confirm that the status is connected.

If the status is not connected, then the LAN drop may be inactive or the network cable may be unplugged or malfunctioning. Contact your administrator for assistance.

Hardware options problems

Cannot detect internal option

| Action | Yes | No |
|---|-------------------------------|----------------------|
| <p>Step 1 Turn off the printer, wait for about 10 seconds, and then turn on the printer.</p> <p>Does the internal option operate correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2 Print the Menu Settings Page, and then check if the internal option appears in the Installed Features list.</p> <p>Is the internal option listed in the menu settings page?</p> | <p>Go to step 4.</p> | <p>Go to step 3.</p> |

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 3</p> <p>Check if the internal option is installed properly into the controller board.</p> <ul style="list-style-type: none"> a Turn off the printer, and then unplug the power cord from the electrical outlet. b Make sure that the internal option is installed in the appropriate connector in the controller board. c Connect the power cord to the electrical outlet, and then turn on the printer. <p> CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.</p> <p>Does the internal option operate correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 4.</p> |
| <p>Step 4</p> <ul style="list-style-type: none"> a Check if the internal option is available in the print driver. <p>Note: If necessary, manually add the internal option in the print driver to make it available for print jobs. For more information, see “Adding available options in the print driver” on page 275.</p> b Resend the print job. <p>Does the internal option operate correctly?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Defective flash detected

Try one or more of the following:

- Replace the defective flash memory.
- From the printer control panel, select **Continue** to ignore the message and continue printing.
- Cancel the current print job.

Not enough free space in flash memory for resources

Try one or more of the following:

- From the printer control panel, select **Continue** to clear the message and continue printing.
- Delete fonts, macros, and other data stored in the flash memory.
- Install flash memory with larger capacity.

Note: Downloaded fonts and macros that are not previously stored in the flash memory are deleted.

Unformatted flash detected

Try one or more of the following:

- From the control panel, select **Continue** to stop the defragmentation and continue printing.
- Format the flash memory.

Note: If the error message remains, then the flash memory may be defective and needs to be replaced.

Issues with supplies

Replace cartridge, printer region mismatch

To correct this problem, purchase a cartridge with the correct region that matches the printer region, or purchase a worldwide cartridge.

- The first number in the message after 42 indicates the region of the printer.
- The second number in the message after 42 indicates the region of the cartridge.

Printer and toner cartridge regions

| Region | Numeric code |
|---|--------------|
| Worldwide or Undefined region | 0 |
| North America (United States, Canada) | 1 |
| European Economic Area, Western Europe, Nordic countries, Switzerland | 2 |
| Asia Pacific | 3 |
| Latin America | 4 |
| Rest of Europe, Middle East, Africa | 5 |
| Australia, New Zealand | 6 |
| Invalid region | 9 |

Note: To find the region settings of the printer and toner cartridge, print the print quality test pages. From the control panel, navigate to: **Settings > Troubleshooting > Print Quality Test Pages**.

Refilled regular [color] cartridge

The printer has detected a Lexmark Regular cartridge that has been refilled with non-genuine toner by a party other than Lexmark.

Select **OK** to continue.

All printer component life indicators are designed to function with Lexmark supplies and parts and may deliver unpredictable results when using supplies or parts in your Lexmark printer that are remanufactured by parties other than Lexmark.

For more information, see the printer statement of limited warranty.

Non-Lexmark supply

The printer has detected a non-Lexmark supply or part installed in the printer.

Your Lexmark printer is designed to function best with genuine Lexmark supplies and parts. Use of third-party supplies or parts may affect the performance, reliability, or life of the printer and its imaging components.

All life indicators are designed to function with Lexmark supplies and parts and may deliver unpredictable results if third-party supplies or parts are used. Imaging component usage beyond the intended life may damage your Lexmark printer or associated components.

Warning—Potential Damage: Use of third-party supplies or parts can affect warranty coverage. Damage caused by the use of third-party supplies or parts may not be covered by the warranty.

To accept any and all of these risks and to proceed with the use of non-genuine supplies or parts in your printer, from the control panel, press and hold **X** and **#** simultaneously for 15 seconds.

If you do not want to accept these risks, then remove the third-party supply or part from your printer and install a genuine Lexmark supply or part. For more information, see [“Using genuine Lexmark parts and supplies” on page 178](#).

If the printer does not print after pressing and holding **X** and **#** simultaneously for 15 seconds, then reset the supply usage counter.

- 1 From the control panel, navigate to:
Settings > Device > Maintenance > Configuration Menu > Supply Usage And Counters
- 2 Select the part or supply that you want to reset, and then select **Start**.
- 3 Read the warning message, and then select **Continue**.
- 4 Press and hold **X** and **#** simultaneously for 15 seconds to clear the message.

Note: If you are unable to reset the supply usage counters, then return the item to the place of purchase.


Scanner maintenance required, use ADF Kit

The printer is scheduled for maintenance. For more information, go to <http://support.lexmark.com> or contact your service representative, and then report the message.


Paper feed problems

Envelope seals when printing

| Action | Yes | No |
|---|---------------|------------------------|
| <p>Step 1</p> <p>a Use an envelope that has been stored in a dry environment. Note: Printing on envelopes with high moisture content can seal the flaps.</p> <p>b Send the print job.</p> <p>Does the envelope seal when printing?</p> | Go to step 2. | The problem is solved. |

| Action | Yes | No |
|--|--|-------------------------------|
| <p>Step 2</p> <p>a Make sure that paper type is set to Envelope. From the control panel, navigate to: Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Send the print job.</p> <p>Does the envelope seal when printing?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

Collated printing does not work

| Action | Yes | No |
|--|-------------------------------|--|
| <p>Step 1</p> <p>a From the control panel, navigate to: Settings > Print > Layout > Collate</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Select On [1,2,1,2,1,2].</p> <p>c Print the document.</p> <p>Is the document collated correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>a From the document that you are trying to print, open the Print dialog, and then select Collate.</p> <p>b Print the document.</p> <p>Is the document collated correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>a Reduce the number of pages to print.</p> <p>b Print the document.</p> <p>Are the pages collated correctly?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |


Paper curl




| Action | Yes | No |
|---|--|------------------------|
| <p>Step 1</p> <p>a Adjust the guides in the tray to the correct position for the paper loaded.</p> <p>b Print the document.</p> <p>Is the paper curled?</p> | Go to step 2. | The problem is solved. |
| <p>Step 2</p> <p>a Depending on your operating system, specify the paper type from the Printing Preferences or Print dialog.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the setting matches the paper loaded. • You can also change the setting on the printer control panel. Navigate to: <p>Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>b Print the document.</p> <p>Is the paper curled?</p> | Go to step 3. | The problem is solved. |
| <p>Step 3</p> <p>Print on the other side of the paper.</p> <p>a Remove paper, flip it over, and then reload paper.</p> <p>b Print the document.</p> <p>Is the paper curled?</p> | Go to step 4. | The problem is solved. |
| <p>Step 4</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Is the paper curled?</p> | Contact customer support . | The problem is solved. |

Tray linking does not work

| Action | Yes | No |
|---|------------------------|---------------|
| <p>Step 1</p> <p>a Check if the trays contain the same paper size and paper type.</p> <p>b Check if the paper guides are positioned correctly.</p> <p>c Print the document.</p> <p>Do the trays link correctly?</p> | The problem is solved. | Go to step 2. |


| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 2</p> <p>a From the control panel, navigate to: Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Set the paper size and paper type to match the paper loaded in the linked trays.</p> <p>c Print the document.</p> <p>Do the trays link correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>a Make sure that Tray Linking is set to Automatic. For more information, see “Linking trays” on page 37.</p> <p>b Print the document.</p> <p>Do the trays link correctly?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Paper frequently jams

| Action | Yes | No |
|--|----------------------|-------------------------------|
| <p>Step 1</p> <p>a Remove the tray.</p> <p>b Check if paper is loaded correctly.</p> <p>Notes:</p> <ul style="list-style-type: none"> • Make sure that the paper guides are positioned correctly. • Make sure that the stack height is below the maximum paper fill indicator. • Make sure to print on recommended paper size and type. <p>c Insert the tray.</p> <p>d Print the document.</p> <p>Do paper jams occur frequently?</p> | <p>Go to step 2.</p> | <p>The problem is solved.</p> |
| <p>Step 2</p> <p>a From the control panel, navigate to: Settings > Paper > Tray Configuration > Paper Size/Type</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Set the correct paper size and type.</p> <p>c Print the document.</p> <p>Do paper jams occur frequently?</p> | <p>Go to step 3.</p> | <p>The problem is solved.</p> |


| Action | Yes | No |
|--|--|------------------------|
| <p>Step 3</p> <p>a Load paper from a fresh package.</p> <p>Note: Paper absorbs moisture due to high humidity. Store paper in its original wrapper until you are ready to use it.</p> <p>b Print the document.</p> <p>Do paper jams occur frequently?</p> | Contact customer support . | The problem is solved. |

Jammed pages are not reprinted


| Action | Yes | No |
|--|------------------------|--|
| <p>a From the control panel, navigate to: Settings > Device > Notifications > Jam Content Recovery</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b In the Jam Recovery menu, select On or Auto.</p> <p>c Print the document.</p> <p>Are the jammed pages reprinted?</p> | The problem is solved. | Contact customer support . |

Color quality problems

Adjusting toner darkness

- From the control panel, navigate to:
Settings > Print > Quality > Toner Darkness
- For non-touch-screen printer models, press  to navigate through the settings.
- Adjust the setting.
 - Apply the changes.

Modifying the colors in printed output

- For non-touch-screen printer models, press  to navigate through the settings.
- From the control panel, navigate to:
Settings > Print > Quality > Advanced Imaging > Color Correction
 - From the Color Correction menu, select **Manual > Color Correction Content**.
 - Choose the appropriate color conversion setting.

| Object type | Color conversion tables |
|--|--|
| RGB Image RGB Text RGB Graphics | <ul style="list-style-type: none"> • Vivid—Produces brighter, more saturated colors and may be applied to all incoming color formats. • sRGB Display—Produces an output that approximates the colors displayed on a computer monitor. Black toner usage is optimized for printing photographs. • Display-True Black—Produces an output that approximates the colors displayed on a computer monitor. This setting uses only black toner to create all levels of neutral gray. • sRGB Vivid—Provides an increased color saturation for the sRGB Display color correction. Black toner usage is optimized for printing business graphics. • Off |
| CMYK Image CMYK Text CMYK Graphics | <ul style="list-style-type: none"> • US CMYK—Applies color correction to approximate the Specifications for Web Offset Publishing (SWOP) color output. • Euro CMYK—Applies color correction to approximate Euroscale color output. • Vivid CMYK—Increases the color saturation of the US CMYK color correction setting. • Off |

FAQ about color printing

What is RGB color?

RGB color is a method of describing colors by indicating the amount of red, green, or blue used to produce a certain color. Red, green, and blue light can be added in various amounts to produce a large range of colors observed in nature. Computer screens, scanners, and digital cameras use this method to display colors.

What is CMYK color?

CMYK color is a method of describing colors by indicating the amount of cyan, magenta, yellow, and black used to reproduce a particular color. Cyan, magenta, yellow, and black inks or toners can be printed in various amounts to produce a large range of colors observed in nature. Printing presses, inkjet printers, and color laser printers create colors in this manner.

How is color specified in a document to be printed?

Software programs are used to specify and modify the document color using RGB or CMYK color combinations. For more information, see the software program Help topics.

How does the printer know what color to print?

When printing a document, information describing the type and color of each object is sent to the printer and is passed through color conversion tables. Color is translated into the appropriate amounts of cyan, magenta, yellow, and black toner used to produce the color you want. The object information determines the application of color conversion tables. For example, it is possible to apply one type of color conversion table to text while applying a different color conversion table to photographic images.

What is manual color correction?

When manual color correction is enabled, the printer employs user-selected color conversion tables to process objects. Manual color correction settings are specific to the type of object being printed (text, graphics, or images). It is also specific to how the color of the object is specified in the software program (RGB or CMYK combinations). To apply a different color conversion table manually, see [“Modifying the colors in printed output” on page 248](#).

If the software program does not specify colors with RGB or CMYK combinations, then manual color correction is not useful. It is also not effective if the software program or the computer operating system controls the adjustment of colors. In most situations, setting the Color Correction to Auto generates preferred colors for the documents.

How can I match a particular color (such as a corporate logo)?

From the printer Quality menu, nine types of Color Samples sets are available. These sets are also available from the Color Samples page of the Embedded Web Server. Selecting any sample set generates multiple-page prints consisting of hundreds of colored boxes. Each box contains a CMYK or RGB combination, depending on the table selected. The observed color of each box is obtained by passing the CMYK or RGB combination labeled on the box through the selected color conversion table.


By examining Color Samples sets, you can identify the box with color closest to the color being matched. The color combination labeled on the box can then be used for modifying the color of the object in a software program. For more information, see the software program Help topics. Manual color correction may be necessary to use the selected color conversion table for the particular object.


Selecting which Color Samples set to use for a particular color-matching problem depends on:

- The Color Correction setting being used (Auto, Off, or Manual)
- The type of object being printed (text, graphics, or images)
- How the color of the object is specified in the software program (RGB or CMYK combinations)

If the software program does not specify colors with RGB or CMYK combinations, then the Color Samples pages are not useful. Additionally, some software programs adjust the RGB or CMYK combinations specified in the program through color management. In these situations, the printed color may not be an exact match of the Color Samples pages.

The print appears tinted

| Action | Yes | No |
|--|----------------------|-------------------------------|
| <p>Step 1 Perform Color Adjust.</p> <p>a From the control panel, navigate to: Settings > Print > Quality > Advanced Imaging > Color Adjust</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Print the document.</p> <p>Does the print appear tinted?</p> | <p>Go to step 2.</p> | <p>The problem is solved.</p> |

| Action | Yes | No |
|---|--|-------------------------------|
| <p>Step 2</p> <p>a From the control panel, navigate to: Settings > Print > Quality > Advanced Imaging > Color Balance</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Adjust the settings. c Print the document.</p> <p>Does the print appear tinted?</p> | <p>Contact customer support.</p> | <p>The problem is solved.</p> |

E-mailing problems


Cannot send e-mails

| Action | Yes | No |
|--|-------------------------------|--|
| <p>Step 1</p> <p>Make sure that the e-mail SMTP settings are configured correctly. For more information, see “Configuring the e-mail SMTP settings” on page 53.</p> <p>Can you send an e-mail?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>Make sure that you are using the correct password. Depending on your e-mail service provider, use your account password, app password, or authentication password. For more information, see “Configuring the e-mail SMTP settings” on page 53.</p> <p>Can you send an e-mail?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>Make sure that the printer is connected to a network and that the network is connected to the Internet.</p> <p>Can you send an e-mail?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Faxing problems

Caller ID is not shown

Note: These instructions apply only to printers that support analog fax. For more information, see [“Setting up the printer to fax” on page 63](#).

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Enable caller ID.</p> <p>From the control panel, navigate to: Settings > Fax > Fax Setup > Fax Receive Settings > Admin Controls > Enable Caller ID</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>Does the caller ID appear?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Cannot send or receive faxes using analog fax


| Action | Yes | No |
|---|-------------------------------|----------------------|
| <p>Step 1</p> <p>Resolve any error messages that appear on the display.</p> <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>Make sure that the cable connections for the following equipment are secure:</p> <ul style="list-style-type: none"> • Telephone • Handset • Answering machine <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Go to step 3.</p> |
| <p>Step 3</p> <p>Check for a dial tone.</p> <ul style="list-style-type: none"> • Call the fax number to check if it is working properly. • If you are using the On Hook Dial feature, then turn up the volume to check if you hear a dial tone. <p>Can you hear a dial tone?</p> | <p>Go to step 5.</p> | <p>Go to step 4.</p> |

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 4</p> <p>Check the telephone wall jack.</p> <ul style="list-style-type: none"> a Connect the analog telephone directly to the wall jack. b Listen for a dial tone. c If you do not hear a dial tone, then use a different telephone cable. d If you still do not hear a dial tone, then connect the analog telephone to a different wall jack. e If you hear a dial tone, then connect the printer to that wall jack. <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Go to step 5.</p> |
| <p>Step 5</p> <p>Check if the printer is connected to an analog phone service or to the correct digital connector.</p> <ul style="list-style-type: none"> • If you are using an Integrated Services for Digital Network (ISDN) telephone service, then connect to an analog telephone port of an ISDN terminal adapter. For more information, contact your ISDN provider. • If you are using DSL, then connect to a DSL filter or router that supports analog use. For more information, contact your DSL provider. • If you are using a private branch exchange (PBX) telephone service, then make sure that you are connecting to an analog connection on the PBX. If none exists, then consider installing an analog telephone line for the fax machine. <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Go to step 6.</p> |
| <p>Step 6</p> <p>Temporarily disconnect other equipment and disable other telephone services.</p> <ul style="list-style-type: none"> a Disconnect other equipment (such as answering machines, computers, modems, or telephone line splitters) between the printer and the telephone line. b Disable call waiting and voice mail. For more information, contact your telephone company. <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Go to step 7.</p> |
| <p>Step 7</p> <p>Scan the original document one page at a time.</p> <ul style="list-style-type: none"> a Dial the fax number. b Scan the document. <p>Can you send or receive a fax?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |


Can receive but not send faxes using analog fax

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1 Load an original document properly into the ADF tray or on the scanner glass.</p> <p>Can you send faxes?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 Set up the shortcut number properly.</p> <ul style="list-style-type: none"> • Check if the shortcut number is set for the telephone number that you want to dial. • Dial the telephone number manually. <p>Can you send faxes?</p> | The problem is solved. | Contact customer support . |


Can send but not receive faxes using analog fax

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1 Make sure that the paper source is not empty.</p> <p>Can you receive faxes?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 Check the ring count delay settings. From the control panel, navigate to: Settings > Fax > Fax Setup > Fax Receive Settings > Rings to Answer</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>Can you receive faxes?</p> | The problem is solved. | Go to step 3. |
| <p>Step 3 If the printer is printing blank pages, then see “Blank or white pages” on page 213.</p> <p>Can you receive faxes?</p> | The problem is solved. | Contact customer support . |

Cannot set up etherFAX



| Action | Yes | No |
|---|------------------------|---|
| <p>Step 1 Check the printer connectivity.</p> <p>a Print the Network Setup Page. From the control panel, navigate to: Settings > Reports > Network > Network Setup Page</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Check the network status.</p> <p>Is the printer connected to the network?</p> | Go to step 3. | Go to step 2. |
| <p>Step 2 Make sure that the printer is connected to a network and that the network is connected to the Internet.</p> <p>Can you set up etherFAX?</p> | The problem is solved. | Go to step 3. |
| <p>Step 3 Make sure that etherFAX is set up correctly. For more information, see “Setting up the fax function using etherFAX” on page 66.</p> <p>Can you set up etherFAX?</p> | The problem is solved. | Go to https://www.etherfax.net/lexmark . |

Cannot send or receive faxes using etherFAX

| Action | Yes | No |
|--|------------------------|---------------|
| <p>Step 1 Make sure that the printer is connected to a network and that the network is connected to the Internet.</p> <p>Can you send or receive faxes using etherFAX?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 a From the control panel, navigate to: Settings > Fax > Fax Setup > General Fax Settings.</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Make sure that you have the correct fax number. c Make sure that Fax Transport is set to etherFAX.</p> <p>Can you send or receive faxes using etherFAX?</p> | The problem is solved. | Go to step 3. |

| Action | Yes | No |
|--|------------------------|---|
| <p>Step 3 Split large documents into smaller file sizes.</p> <p>Can you send or receive faxes using etherFAX?</p> | The problem is solved. | Go to https://www.etherfax.net/lexmark . |

Poor fax print quality

| Action | Yes | No |
|--|------------------------|--|
| <p>Step 1 Make sure that there are no print quality defects.</p> <p>a From the control panel, navigate to Settings > Troubleshooting > Print Quality Test Pages. For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b Correct any print quality defects. For more information, see “Print quality is poor” on page 213.</p> <p>Is the fax print quality satisfactory?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2 Decrease the incoming fax transmission speed.</p> <p>a From the control panel, navigate to: Settings > Fax > Analog Fax Setup > Fax Receive Settings > Admin Controls</p> <p>For non-touch-screen printer models, press  to navigate through the settings.</p> <p>b In the Max Speed menu, select a lower transmission speed.</p> <p>Is the fax print quality satisfactory?</p> | The problem is solved. | Contact customer support . |

Missing information on the fax cover page

| Action | No | Yes |
|---|------------------------|--|
| <p>a Turn off the printer, wait for about 10 seconds, and then turn on the printer.</p> <p>b Send or retrieve the fax.</p> <p>Is there missing information on the fax cover page?</p> | The problem is solved. | Contact customer support . |

Cannot send the fax cover page from the computer

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1</p> <p>a Make sure that the print driver is updated. For more information, see “Installing the printer software” on page 274.</p> <p>b Send the fax.</p> <p>Can you send the fax cover page?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2</p> <p>a From the document that you are trying to fax, open the Print dialog.</p> <p>b Select the printer, and then click Properties, Preferences, Options, or Setup.</p> <p>c Click Fax, and then clear the Always display settings prior to faxing setting.</p> <p>d Send the fax.</p> <p>Can you send the fax cover page?</p> | The problem is solved. | Contact customer support . |

Scanning problems

Cannot scan from a computer

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1</p> <p>a Turn off the printer, wait for about 10 seconds, and then turn it back on.</p> <p>b Resend the scan job.</p> <p>Can you send the scan job?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2</p> <p>a Make sure that the cables between the printer and the print server are secure.</p> <p>For more information, see the setup documentation that came with the printer.</p> <p>b Resend the scan job.</p> <p>Can you send the scan job?</p> | The problem is solved. | Contact customer support . |

Cannot scan to a network folder

| Action | Yes | No |
|--|-------------------------------|----------------------|
| <p>Step 1</p> <p>a Create a network folder shortcut.</p> <p>b Scan a document using the shortcut. For more information, see “Scanning to a network folder using a shortcut” on page 78.</p> <p>Can you scan a document and save it to a network folder?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>Make sure that the network folder path and format are correct. For example, <code>//server_hostname/foldername/path</code>, where <code>server_hostname</code> is a fully qualified domain (FQDN) or IP address.</p> <p>Is the network folder path and format correct?</p> | <p>Go to step 3.</p> | <p>Go to step 4.</p> |
| <p>Step 3</p> <p>Make sure that you have a write access permission to the network folder.</p> <p>Can you scan a document and save it to a network folder?</p> | <p>The problem is solved.</p> | <p>Go to step 4.</p> |

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 4 Update the network folder shortcut.</p> <p>a Open a web browser, and then type the printer IP address in the address field.</p> <p>Notes:</p> <ul style="list-style-type: none"> • View the printer IP address on the home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123. • If you are using a proxy server, then temporarily disable it to load the web page correctly. <p>b Click Shortcuts, and then select a shortcut.</p> <p>Note: If you have multiple shortcut types, then select Network Folder.</p> <p>c In the Share Path field, type the network folder path.</p> <p>Notes:</p> <ul style="list-style-type: none"> • If your share path is <code>\\server_hostname\foldername\path</code>, then type <code>//server_hostname/foldername/path</code>. • Make sure that you use forward slashes when typing the share path. <p>d From the Authentication menu, select your authentication method.</p> <p>Note: If Authentication is set to “Use assigned username and password,” then in the User Name and Password fields, type your credentials.</p> <p>e Click Save.</p> <p>Can you scan a document and save it to a network folder?</p> | <p>The problem is solved.</p> | <p>Go to step 5.</p> |
| <p>Step 5 Make sure that the printer and the network folder are connected to the same network.</p> <p>Can you scan a document and save it to a network folder?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Partial copies of document or photo

| Action | Yes | No |
|---|-------------------------------|----------------------|
| <p>Step 1</p> <p>a Make sure that the document or photo is loaded facedown on the upper left corner of the scanner glass.</p> <p>b Copy the document or photo.</p> <p>Is the document or photo copied correctly?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 2</p> <p>a Match the paper size setting and the paper loaded in the tray.</p> <p>b Copy the document or photo.</p> <p>Is the document or photo copied correctly?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Poor copy quality

| Action | Yes | No |
|---|-------------------------------|--|
| <p>Step 1</p> <p>a Clean the scanner glass and the ADF glass with a damp, soft, lint-free cloth. If your printer has a second ADF glass inside the ADF, then also clean that glass. For more information, see “Cleaning the scanner” on page 175.</p> <p>b Make sure that the document or photo is loaded facedown on the upper left corner of the scanner glass.</p> <p>c Copy the document or photo.</p> <p>Is the copy quality satisfactory?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |
| <p>Step 2</p> <p>a Check the quality of the original document or photo.</p> <p>b Adjust the scan quality settings.</p> <p>c Copy the document or photo.</p> <p>Is the copy quality satisfactory?</p> | <p>The problem is solved.</p> | <p>Contact customer support.</p> |

Scan job was not successful

| Action | Yes | No |
|--|-------------------------------|----------------------|
| <p>Step 1</p> <p>Check the cable connections.</p> <p>a Make sure that the Ethernet or USB cable is securely connected to the computer and the printer.</p> <p>b Resend the scan job.</p> <p>Is the scan job successful?</p> | <p>The problem is solved.</p> | <p>Go to step 2.</p> |

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 2</p> <p>Check the file you want to scan.</p> <ul style="list-style-type: none"> a Make sure that the file name is not already used in the destination folder. b Make sure that the document or photo you want to scan is not open in another application. c Resend the scan job. <p>Is the scan job successful?</p> | The problem is solved. | Go to step 3. |
| <p>Step 3</p> <ul style="list-style-type: none"> a Make sure that the Append time stamp or the Overwrite existing file check box is selected in the destination configuration settings. b Resend the scan job. <p>Is the scan job successful?</p> | The problem is solved. | Contact customer support . |


Scanner does not close

| Action | Yes | No |
|--|------------------------|--|
| <p>Remove obstructions that keep the scanner cover open.</p> <p>Did the scanner cover close correctly?</p> | The problem is solved. | Contact customer support . |

Scanning takes too long or freezes the computer

| Action | Yes | No |
|--|--|------------------------|
| <p>Close all applications that are interfering with the scan.</p> <p>Does scanning take too long or freeze the computer?</p> | Contact customer support . | The problem is solved. |

Scanner does not respond

| Action | Yes | No |
|---|------------------------|--|
| <p>Step 1</p> <p>a Check if the power cord is connected properly to the printer and the electrical outlet.</p> <p> CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.</p> <p>b Copy or scan the document.</p> <p>Is the scanner responding?</p> | The problem is solved. | Go to step 2. |
| <p>Step 2</p> <p>a Check if the printer is turned on.</p> <p>b Resolve any error messages that appear on the display.</p> <p>c Copy or scan the document.</p> <p>Is the scanner responding?</p> | The problem is solved. | Go to step 3. |
| <p>Step 3</p> <p>a Turn off the printer, wait for about 10 seconds, and then turn the printer on.</p> <p>b Copy or scan the document.</p> <p>Is the scanner responding?</p> | The problem is solved. | Contact customer support . |

Adjusting scanner registration

1 From the control panel, navigate to:

Settings > Device > Maintenance > Configuration Menu > Scanner Configuration > Scanner Manual Registration

For non-touch-screen printer models, press  to navigate through the settings.

2 From the Print Quick Test menu, select **Start**.

3 Place the Print Quick Test page on the scanner glass, and then select **Flatbed Registration**.

4 From the Copy Quick Test menu, select **Start**.

5 Compare the Copy Quick Test page with the original document.

Note: If the margins of the test page are different from the original document, then adjust Left Margin and Top Margin.

6 Repeat [step 4](#) and [step 5](#) until the margins of the Copy Quick Test page closely match the original document.

Adjusting ADF registration

1 From the control panel, navigate to:

Settings > Device > Maintenance > Configuration Menu > Scanner Configuration > Scanner Manual Registration

For non-touch-screen printer models, press  to navigate through the settings.

2 From the Print Quick Test menu, select **Start**.

3 Place the Print Quick Test page on the ADF tray.

4 Select **Front ADF Registration** or **Rear ADF Registration**.

Notes:

- To align Front ADF Registration, place the test page faceup, short edge first into the ADF.
- To align Rear ADF Registration, place the test page facedown, short edge first into the ADF.

5 From the Copy Quick Test menu, select **Start**.

6 Compare the Copy Quick Test page with the original document.

Note: If the margins of the test page are different from the original document, then adjust Horizontal Adjust and Top Margin.

7 Repeat [step 5](#) and [step 6](#) until the margins of the Copy Quick Test page closely match the original document.

Contacting customer support

Before contacting customer support, make sure to have the following information:

- Printer problem
- Error message
- Printer model type and serial number

Go to <http://support.lexmark.com> to receive e-mail or chat support, or browse through the library of manuals, support documentation, drivers, and other downloads.

Technical support via telephone is also available. In the U.S. or Canada, call 1-800-539-6275. For other countries or regions, go to <http://support.lexmark.com>.

Upgrading and migrating

Hardware


Available internal options

Available internal options

- Memory cards
 - PCIe
 - DDR3 DRAM
 - Flash memory
- Optional cards
 - Font cards
 - Firmware cards
 - Forms and Bar Code
 - PRESCRIBE
- Printer hard disk (SATA)

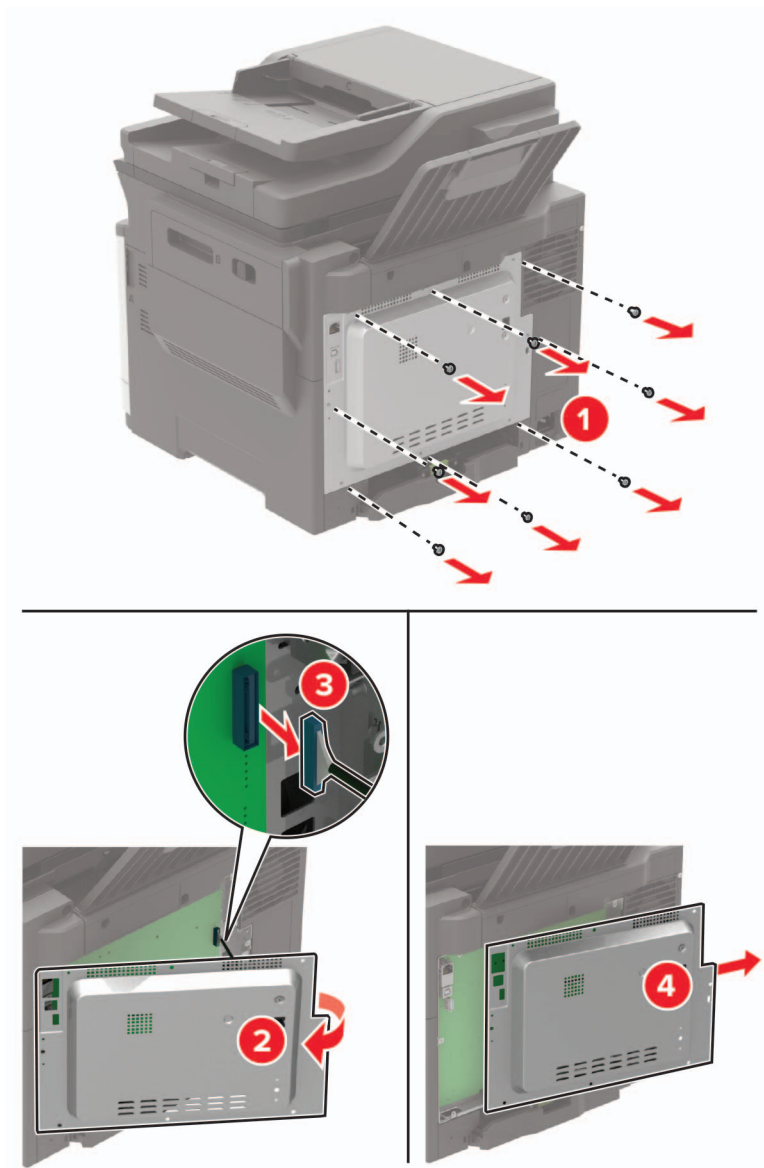
Note: Some options are available only in some printer models.

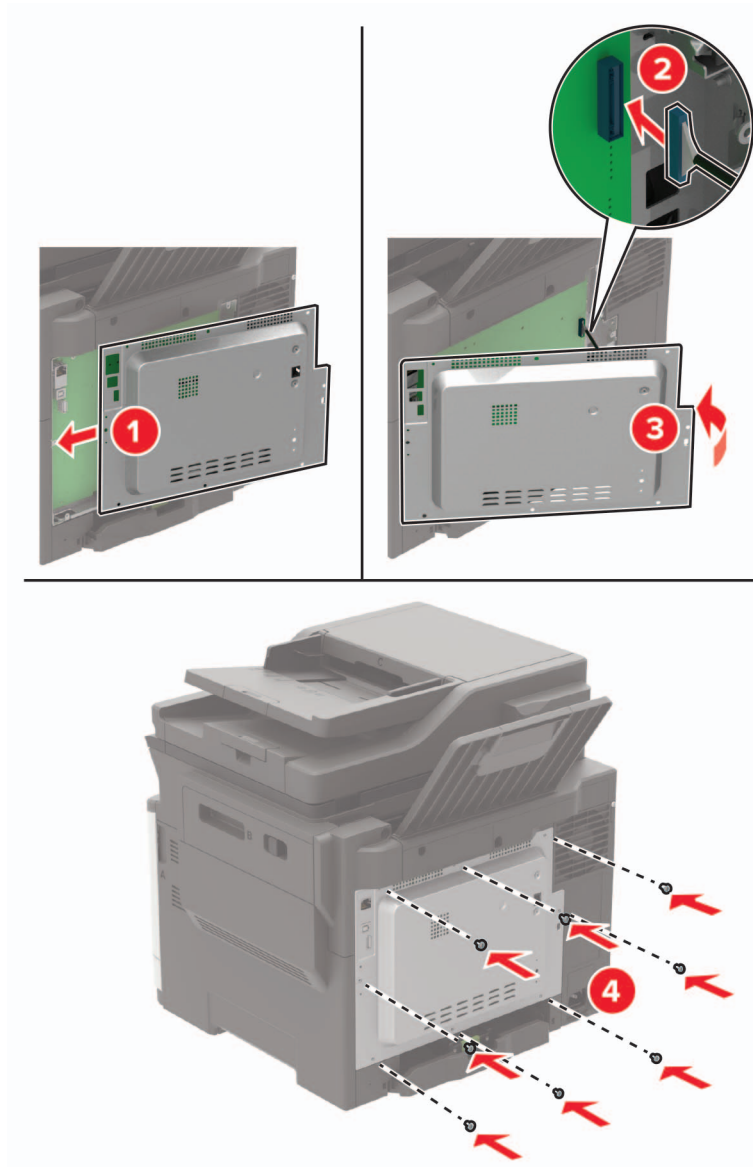
Accessing the controller board

 **CAUTION—SHOCK HAZARD:** To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

- 1 Turn off the printer.
- 2 Unplug the power cord from the electrical outlet, and then from the printer.
- 3 Using a flat-head screwdriver, remove the controller board access cover.

Warning—Potential Damage: Controller board electronic components are easily damaged by static electricity. Touch a metal surface on the printer before touching any controller board electronic components or connectors.



4 Attach the access cover.**5** Connect the power cord to the printer, and then to the electrical outlet.

⚠ CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near and easily accessible.

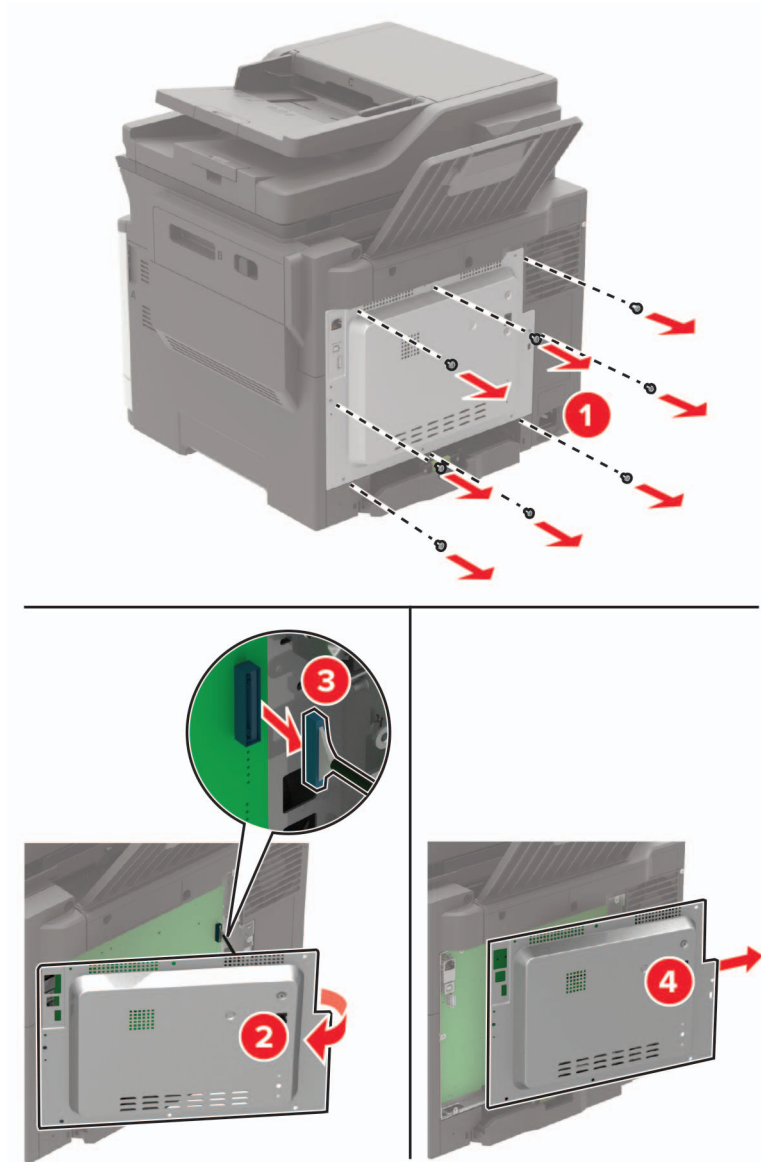
6 Turn on the printer.

Installing a memory card

⚠ CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

- 1 Turn off the printer.
- 2 Unplug the power cord from the electrical outlet, and then from the printer.
- 3 Using a flat-head screwdriver, remove the controller board access cover.

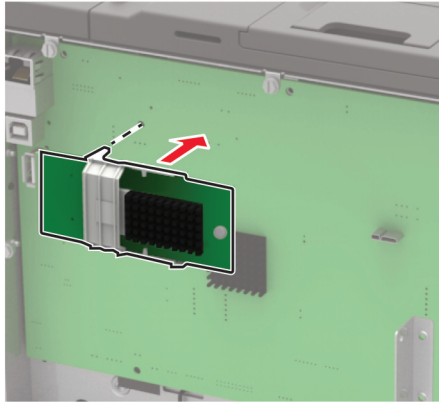
Warning—Potential Damage: Controller board electronic components are easily damaged by static electricity. Touch a metal surface on the printer before touching any controller board components or connectors.



- 4 Unpack the memory card.

Warning—Potential Damage: Do not touch the connection points along the edge of the card.

- 5 Insert the memory card until it *clicks* into place.



- 6 Attach the access cover.
- 7 Connect the power cord to the printer, and then to the electrical outlet.

CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

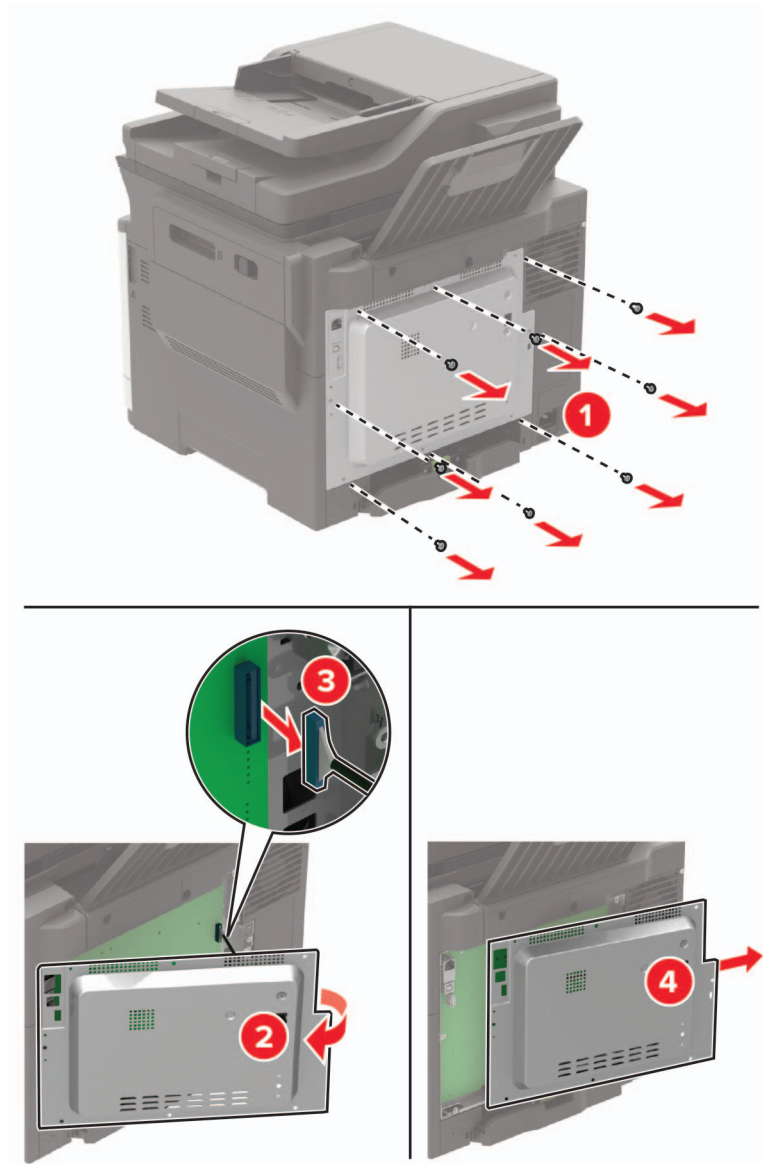
- 8 Turn on the printer.

Installing an optional card

CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

- 1 Turn off the printer.
- 2 Unplug the power cord from the electrical outlet, and then from the printer.
- 3 Using a flat-head screwdriver, remove the controller board access cover.

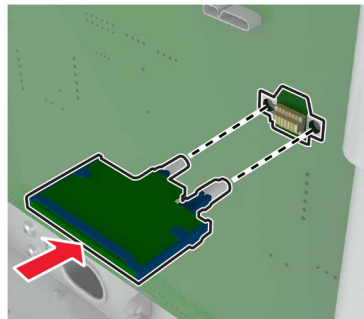
Warning—Potential Damage: Controller board electronic components are easily damaged by static electricity. Touch a metal surface on the printer before touching any components or connectors.



4 Unpack the optional card.

Warning—Potential Damage: Do not touch the connection points along the edge of the card.

5 Push the card firmly into place.



Note: The entire length of the connector on the card must touch and be flush against the controller board.

Warning—Potential Damage: Improper installation of the card may cause damage to the card and the controller board.

- 6 Attach the access cover.
- 7 Connect the power cord to the printer, and then to the electrical outlet.



CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

- 8 Turn on the printer.

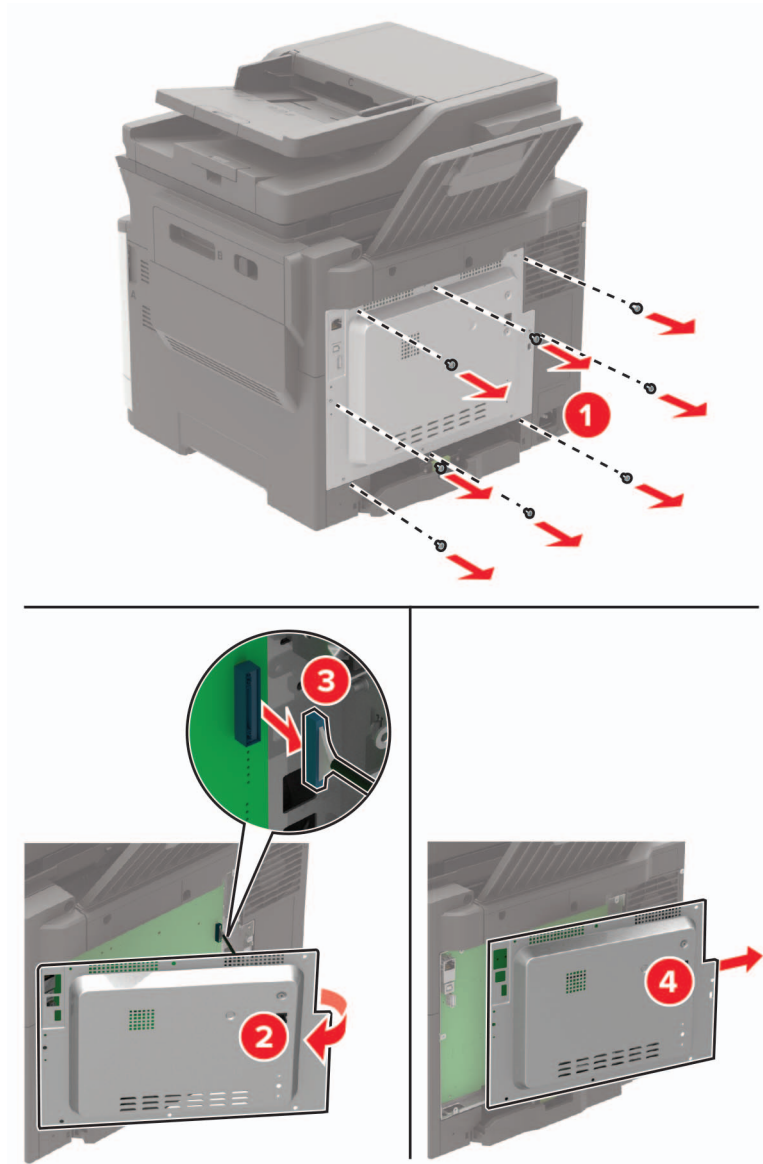
Installing a printer hard disk



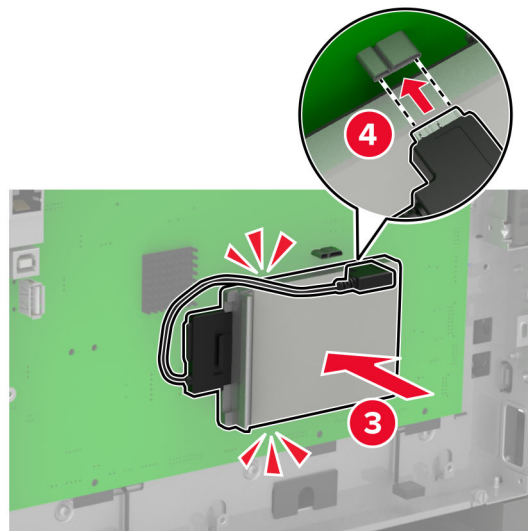
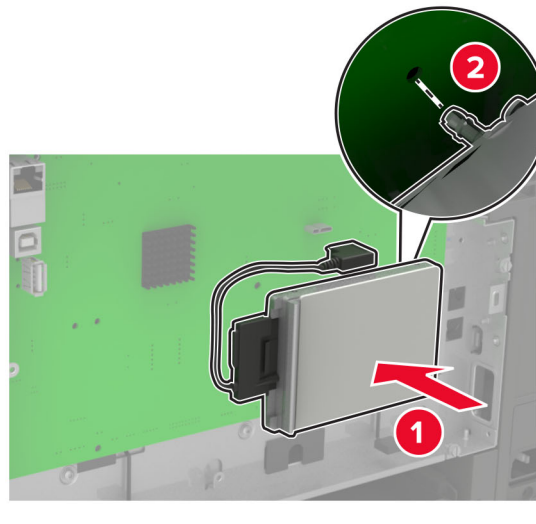
CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

- 1 Turn off the printer.
- 2 Unplug the power cord from the electrical outlet, and then from the printer.
- 3 Using a flat-head screwdriver, remove the controller board access cover.

Warning—Potential Damage: Controller board electronic components are easily damaged by static electricity. Touch a metal surface on the printer before touching any controller board components or connectors.



- 4 Unpack the printer hard disk.
 - 5 Attach the hard disk, and then connect the hard disk interface cable to the controller board.
- Warning—Potential Damage:** Do not touch or press the center of the hard disk.



6 Attach the access cover.

7 Connect the power cord to the printer, and then to the electrical outlet.

⚠ CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

8 Turn on the printer.

Installing optional trays

Note: Depending on your printer model, you may install a 650-sheet duo tray or both the 650-sheet duo tray and 550-sheet tray.

CAUTION—SHOCK HAZARD: To avoid the risk of electrical shock, if you are accessing the controller board or installing optional hardware or memory devices sometime after setting up the printer, then turn the printer off, and unplug the power cord from the electrical outlet before continuing. If you have any other devices attached to the printer, then turn them off as well, and unplug any cables going into the printer.

- 1 Turn off the printer.
- 2 Unplug the power cord from the electrical outlet, and then from the printer.
- 3 Unpack the optional tray, and then remove all packing material.
- 4 Align the printer with the optional tray, and then lower the printer into place.

CAUTION—POTENTIAL INJURY: If the printer weight is greater than 20 kg (40 lb), then it requires two or more trained personnel to lift it safely.



Note: If you are installing both the optional trays, then place the 550-sheet tray below the 650-sheet duo tray.

5 Connect the power cord to the printer, and then to the electrical outlet.



CAUTION—POTENTIAL INJURY: To avoid the risk of fire or electrical shock, connect the power cord to an appropriately rated and properly grounded electrical outlet that is near the product and easily accessible.

6 Turn on the printer.

Add the tray in the print driver to make it available for print jobs. For more information, see [“Adding available options in the print driver” on page 275](#).

Software

Installing the printer software

Notes:

- The print driver is included in the software installer package.
- For Macintosh computers with macOS version 10.7 or later, you do not need to install the driver to print on an AirPrint-certified printer. If you want custom printing features, then download the print driver.

1 Obtain a copy of the software installer package.

- From the software CD that came with your printer.
- Go to www.lexmark.com/downloads.

2 Run the installer, and then follow the instructions on the computer screen.

Installing the fax driver

1 Go to www.lexmark.com/downloads, search for your printer model, and then download the appropriate installer package.

2 From your computer, click **Printer Properties**, and then navigate to the **Configuration** tab.

3 Select **Fax**, and then click **Apply**.

Adding printers to a computer

Before you begin, do one of the following:

- Connect the printer and the computer to the same network. For more information on connecting the printer to a network, see [“Connecting the printer to a Wi-Fi network” on page 170](#).
- Connect the computer to the printer. For more information, see [“Connecting a computer to the printer” on page 173](#).
- Connect the printer to the computer using a USB cable. For more information, see [“Attaching cables” on page 15](#).

Note: The USB cable is sold separately.

For Windows users

1 From a computer, install the print driver.

Note: For more information, see [“Installing the printer software” on page 274](#).

2 Open **Printers & scanners**, and then click **Add a printer or scanner**.

3 Depending on your printer connection, do one of the following:

- Select a printer from the list, and then click **Add device**.
- Click **Show Wi-Fi Direct printers**, select a printer, and then click **Add device**.
- Click **The printer that I want isn't listed**, and then from the Add Printer window, do the following:
 - a Select **Add a printer using a TCP/IP address or hostname**, and then click **Next**.
 - b In the “Hostname or IP address” field, type the printer IP address, and then click **Next**.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- c Select a print driver, and then click **Next**.
- d Select **Use the print driver that is currently installed (recommended)**, and then click **Next**.
- e Type a printer name, and then click **Next**.
- f Select a printer sharing option, and then click **Next**.
- g Click **Finish**.

For Macintosh users

1 From a computer, open **Printers & Scanners**.

2 Click **+**, and then select a printer.

3 From the Use menu, select a print driver.

Notes:

- To use the Macintosh print driver, select either **AirPrint** or **Secure AirPrint**.
- If you want custom printing features, then select the Lexmark print driver. To install the driver, see [“Installing the printer software” on page 274](#).

4 Add the printer.

Adding available options in the print driver

For Windows users

1 Open the printers folder.

2 Select the printer you want to update, and then do either of the following:

- For Windows 7 or later, select **Printer properties**.
- For earlier versions, select **Properties**.

3 Navigate to the Configuration tab, and then select **Update Now - Ask Printer**.

4 Apply the changes.

For Macintosh users

- 1 From System Preferences in the Apple menu, navigate to your printer, and then select **Options & Supplies**.
- 2 Navigate to the list of hardware options, and then add any installed options.
- 3 Apply the changes.

Firmware

Exporting or importing a configuration file

You can export the configuration settings of your printer into a text file, and then import the file to apply the settings to other printers.

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 From the Embedded Web Server, click **Export Configuration** or **Import Configuration**.
- 3 Follow the instructions on the screen.
- 4 If the printer supports applications, then do the following:
 - a Click **Apps** > select the application > **Configure**.
 - b Click **Export** or **Import**.

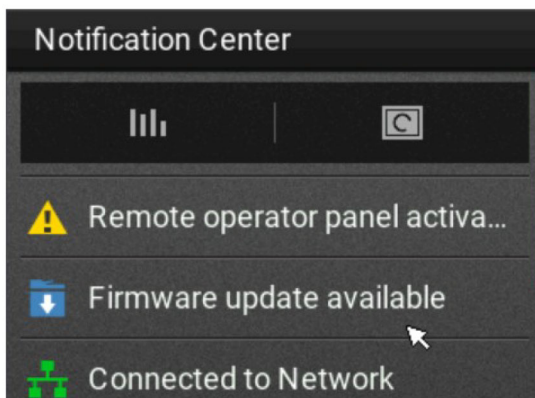
Updating firmware

Updating the firmware using the control panel

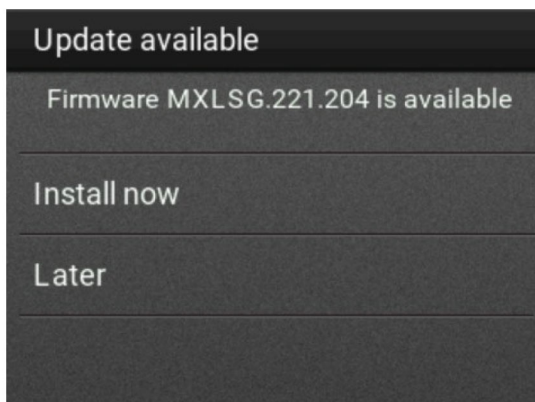
Using the notification center

This method is applicable only in some printer models.

- 1 From the control panel, navigate to the notification center, and then select **Firmware update available**.



- 2 Select **Install now**.



The printer reboots automatically after the update.

Using the Settings menu

- 1 From the control panel, navigate to **Settings > Device > Update Firmware**.
- 2 Depending on your printer model, select **Check for updates** or **Check for updates now**.
- 3 If a new update is available, then select **Install now**.

The printer reboots automatically after the update.

Updating the firmware using the Embedded Web Server

Before you begin, make sure that:

- You have downloaded the latest printer firmware from <https://support.lexmark.com> and saved it to your flash drive or computer.

Note: To deploy the printer firmware, extract the .fls firmware file from the ZIP package.

- You are not using a special code on your printer to avoid losing this functionality.

Warning—Potential Damage: Make sure that all printers receiving firmware updates are turned on during the entire firmware update process. Turning off a printer during a firmware update can severely damage it.

If the printer is connected to the network when checking for updates, then downloading the firmware is not required.

- 1 Open a web browser, and then type the printer IP address in the address field.

Notes:

- View the printer IP address on the printer home screen. The IP address appears as four sets of numbers separated by periods, such as 123.123.123.123.
- If you are using a proxy server, then temporarily disable it to load the web page correctly.

- 2 Click **Device**.

- 3 Scroll down, and then click **Update Firmware**.

- 4 Depending on your printer model, click **Check for updates** or **Check for updates now**.

If a new update is available, then click **I agree, start update**.

The printer reboots automatically after the update.

Notices

Product information

Product name:

Lexmark CX522ade, Lexmark CX522de; Lexmark CX622ade, Lexmark CX622de; Lexmark CX625ade, Lexmark CX625adhe, Lexmark CX625de; Lexmark MC2425adw; Lexmark MC2535adw; Lexmark MC2640adwe; Lexmark XC2235; Lexmark XC4240, Lexmark XC4240i

Machine type:

7529

Models:

081, 230, 238, 436, 486, 496, 636, 638, 686, 698, 836, 838, 898

Edition notice

March 2024

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For Lexmark technical support, visit <http://support.lexmark.com>.

For information on supplies and downloads, visit www.lexmark.com.

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Licensing notices

All licensing notices associated with this product can be viewed from the CD:\NOTICES directory of the installation software CD.

Noise emission levels

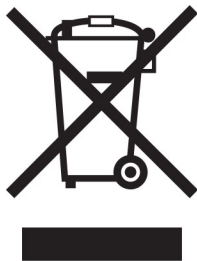
The following measurements were made in accordance with ISO 7779 and reported in conformance with ISO 9296.

Note: Some modes may not apply to your product.

| 1-meter average sound pressure, dBA | |
|-------------------------------------|--------------------------------|
| Printing | 53 (one-sided); 55 (two-sided) |
| Scanning | 53 |
| Copying | 56 |
| Ready | 16 |

Values are subject to change. See www.lexmark.com for current values.

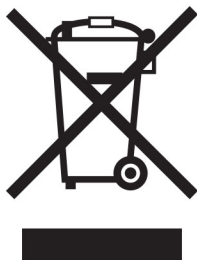
Waste from Electrical and Electronic Equipment (WEEE) directive



The WEEE logo signifies specific recycling programs and procedures for electronic products in countries of the European Union. We encourage the recycling of our products.

If you have further questions about recycling options, visit the Lexmark Web site at www.lexmark.com for your local sales office phone number.

India E-Waste notice



This product including components, consumables, parts and spares complies with the “India E-Waste Rules” and prohibits use of lead, mercury, hexavalent chromium, polybrominated biphenyls or polybrominated diphenyl ethers in concentrations exceeding 0.1% by weight and 0.01% by weight for cadmium, except for the exemption set in the Rule.

Product disposal

Do not dispose of the printer or supplies in the same manner as normal household waste. Consult your local authorities for disposal and recycling options.

EU battery directive

This product may contain a coin-cell lithium rechargeable battery. This product is in compliance with EU Directive 2006/66/EC as amended by Directive 2008/12/EC, 2008/103/EC, and 2013/56/EU.

Returning Lexmark cartridges for reuse or recycling

The Lexmark Cartridge Collection Program allows you to return used cartridges for free to Lexmark for reuse or recycling. One hundred percent of the empty cartridges returned to Lexmark are either reused or demanufactured for recycling. The boxes used to return the cartridges are also recycled.

To return Lexmark cartridges for reuse or recycling, do the following:

- 1 Go to www.lexmark.com/recycle.
- 2 Select the product that you want to recycle.

Static sensitivity notice

Static sensitivity notice



This symbol identifies static-sensitive parts. Do not touch the areas near these symbols without first touching a metal surface in an area away from the symbol.

To prevent damage from electrostatic discharge when performing maintenance tasks such as clearing paper jams or replacing supplies, touch any exposed metal frame of the printer before accessing or touching interior areas of the printer even if the symbol is not present.

ENERGY STAR

Any Lexmark product bearing the ENERGY STAR® emblem on the product or on a start-up screen is certified to comply with Environmental Protection Agency (EPA) ENERGY STAR requirements as of the date of manufacture.



Temperature information

| | |
|---|--|
| Operating temperature and relative humidity | 10 to 32.2°C (50 to 90°F) and 15 to 80% RH |
| Printer / cartridge / imaging unit long-term storage ¹ | 15.3 to 32.2°C (60 to 90°F) and 8 to 80% RH Maximum wet bulb temperature ² : 22.8°C (73°F) Non-condensing environment |
| Printer / cartridge / imaging unit short-term shipping | -40 to 43.3°C (-40 to 110°F) |
| <p>¹ Supplies shelf life is approximately 2 years. This is based on storage in a standard office environment at 22°C (72°F) and 45% humidity.</p> <p>² Wet-bulb temperature is determined by the air temperature and the relative humidity.</p> | |

Laser notice

The printer is certified in the U.S. to conform to the requirements of DHHS 21 CFR, Chapter I, Subchapter J for Class I (1) laser products, and elsewhere is certified as a Class I laser product conforming to the requirements of IEC 60825-1: 2014.

Class I laser products are not considered to be hazardous. The laser system and printer are designed so there is never any human access to laser radiation above a Class I level during normal operation, user maintenance, or prescribed service conditions. The printer has a non-serviceable printhead assembly that contains a laser with the following specifications:

Class: IIIb (3b) AlGaInP

Nominal output power (milliwatts): 15

Wavelength (nanometers): 650–670

Power consumption

Product power consumption

The following table documents the power consumption characteristics of the product.

Note: Some modes may not apply to your product.

| Mode | Description | Power consumption (Watts) |
|------------|---|--|
| Printing | The product is generating hard-copy output from electronic inputs. | One-sided: 400 (CX421, MC2325, MC2425); 530 (CX522, MC2535, XC2235); 580 (CX622, MC2640); 580 (CX625, XC4240) Two-sided: 280 (CX421, MC2325, MC2425); 360 (CX522, MC2535, XC2235); 420 (CX622, MC2640); 420 (CX625, XC4240) |
| Copy | The product is generating hard-copy output from hard-copy original documents. | 425 (CX421, MC2325, MC2425); 485 (CX522, MC2535, XC2235); 560 (CX622, MC2640); 540 (CX625, XC4240) |
| Scan | The product is scanning hard-copy documents. | 25 (CX421, MC2325, MC2425); 28.5 (CX522, MC2535, XC2235); 29.5 (CX622, MC2640); 28 (CX625, XC4240) |
| Ready | The product is waiting for a print job. | 25 (CX421, MC2325, MC2425); 26.5 (CX522, MC2535, XC2235); 28.5 (CX622, MC2640); 29.5 (CX625, XC4240) |
| Sleep Mode | The product is in a high-level energy-saving mode. | 2.2 (CX421, MC2325, MC2425); 1.9 (CX522, MC2535, XC2235); 1.8 (CX622, MC2640); 1.8 (CX625, XC4240) |
| Hibernate | The product is in a low-level energy-saving mode. | 0.2 (CX421, MC2325, MC2425); 0.2 (CX522, MC2535, XC2235); 0.2 (CX622, MC2640); 0.2 (CX625, XC4240) |
| Off | The product is plugged into an electrical outlet, but the power switch is turned off. | 0.2 (CX421, MC2325, MC2425); 0.2 (CX522, MC2535, XC2235); 0.2 (CX622, MC2640); 0.2 (CX625, XC4240) |

The power consumption levels listed in the previous table represent time-averaged measurements. Instantaneous power draws may be substantially higher than the average.

Values are subject to change. See www.lexmark.com for current values.

Sleep Mode

This product is designed with an energy-saving mode called *Sleep Mode*. The Sleep Mode saves energy by lowering power consumption during extended periods of inactivity. The Sleep Mode is automatically engaged after this product is not used for a specified period of time, called the *Sleep Mode Timeout*.

| | |
|---|----|
| Factory default Sleep Mode Timeout for this product (in minutes): | 15 |
|---|----|

By using the configuration menus, the Sleep Mode Timeout can be modified between 1 minute and 120 minutes. If the print speed is less than or equal to 30 pages per minute, then you can set the timeout only up to 60 minutes. Setting the Sleep Mode Timeout to a low value reduces energy consumption, but may increase the response time of the product. Setting the Sleep Mode Timeout to a high value maintains a fast response, but uses more energy.

Hibernate Mode

This product is designed with an ultra-low power operating mode called *Hibernate mode*. When operating in Hibernate Mode, all other systems and devices are powered down safely.

The Hibernate mode can be entered in any of the following methods:

- Using the Hibernate Timeout
- Using the Schedule Power modes

| | |
|--|--------|
| Factory default Hibernate Timeout for this product in all countries or regions | 3 days |
|--|--------|

The amount of time the printer waits after a job is printed before it enters Hibernate mode can be modified between one hour and one month.

Notes on EPEAT-registered imaging equipment products:

- Standby power level occurs in Hibernate or Off mode.
- The product shall automatically power down to a standby power level of ≤ 1 W. The auto standby function (Hibernate or Off) shall be enabled at product shipment.

Off mode

If this product has an off mode which still consumes a small amount of power, then to completely stop product power consumption, disconnect the power supply cord from the electrical outlet.

Total energy usage

Total energy usage

It is sometimes helpful to estimate the total product energy usage. Since power consumption claims are provided in power units of Watts, the power consumption should be multiplied by the time the product spends in each mode in order to calculate energy usage. The total product energy usage is the sum of each mode's energy usage.

Applicability of Regulation (EU) 2019/2015 and (EU) 2019/2020

Per Commission Regulation (EU) 2019/2015 and (EU) 2019/2020, the light source contained within this product or its component is intended to be used for Image Capture or Image Projection only, and is not intended for use in other applications.

Regulatory notices for telecommunication terminal equipment

Regulatory notices for telecommunication terminal equipment

This section contains regulatory information pertaining to products that contain the analog facsimile card:

Lexmark Regulatory Type/Model Number:

LEX-M14-002 or LEX-M03-002

Notice to users of the US telephone network: FCC requirements

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the Administrative Council for Terminal Attachments (ACTA). On the back of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to your telephone company.

This equipment uses the RJ-11C Universal Service Order Code (USOC) jack.

A plug and jack used to connect this equipment to the premises' wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. Use a compliant telephone cord (RJ-11) that is 26 AWG or larger when connecting this product to the public switched telephone network. See your setup documentation for more information.

The Ringer Equivalence Number (REN) is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be connected to a line, as determined by the total RENs, contact your local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (for example, 03 is a REN of 0.3). For earlier products, the REN is shown separately on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. If advance notice is not practical, the telephone company will notify the customer as soon as possible. You will also be advised of your right to file a complaint with the FCC.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of this equipment. If this happens, the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If you experience trouble with this equipment, for repair or warranty information, contact Lexmark International, Inc. at www.lexmark.com or your Lexmark representative. If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect the equipment until the problem is resolved.

This equipment contains no user serviceable parts. For repair and warranty information, contact Lexmark International, Inc. See the previous paragraph for contact information.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission, or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including fax machines, to send any message unless said message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message, and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)

See your user documentation in order to program this information into your fax machine.

Notice to users of the Canadian telephone network

This product meets the applicable Innovation, Science and Economic Development Canada technical specifications.

The Ringer Equivalence Number (REN) indicates the maximum number of devices allowed to be connected to a telephone interface. The termination of an interface may consist of any combination of devices subject only to the requirement that the sum of the RENs of all the devices not exceed five. The REN is located on the product label.

This equipment uses CA11A telephone jacks.

Avis réservé aux utilisateurs du réseau téléphonique du Canada

Ce produit est conforme aux spécifications techniques d'Innovation, Sciences et Développement économique Canada.

Le numéro REN (ringer equivalence number : numéro d'équivalence de sonnerie) indique le nombre maximum d'appareils pouvant être connectés à l'interface téléphonique. En bout de ligne, le nombre d'appareils qui peuvent être connectés n'est pas directement limité, mais la somme des REN de ces appareils ne doit pas dépasser cinq. Le numéro REN est indiqué sur l'étiquette produit.

Cet équipement utilise des prises de téléphone CA11A.

Notice to users of the New Zealand telephone network

Notice to users of the New Zealand telephone network

The following are special conditions for the Facsimile User Instructions. The grant of a telepermit for any item of terminal equipment indicates only that Telecom has accepted that the item complies with minimum conditions for connection to its network. It indicates no endorsement of the product by Telecom, nor does it provide any sort of warranty. Above all, it provides no assurance that any item will work correctly in all respects with another item of telepermitted equipment of a different make or model, nor does it imply that any product is compatible with all of Telecom's network services.

This equipment shall not be set up to make automatic calls to the Telecom "111" Emergency Service.

This equipment may not provide for the effective hand-over of a call to another device connected to the same line.

This equipment should not be used under any circumstances that may constitute a nuisance to other Telecom customers.

This equipment is not capable, under all operating conditions, of correct operation at the higher speeds for which it is designed. Telecom will accept no responsibility should difficulties arise in such circumstances.

The decadic (or pulse) dialing on this device is unsuitable for use on the Telecom network in New Zealand.

For correct operation, the total of all the Ringer Equivalence Numbers (RENs) of all parallel devices connected to the same telephone line may not exceed 5. The REN of this device is located on the label.

This device uses an RJ-11C modular connector. Contact your point of purchase if a BT adapter is required. The Lexmark part number is 80D1873.


Some parameters required for compliance with Telecom's telepermit requirements are dependent on the equipment associated with this device. The associated equipment shall be set to operate within the following limits for compliance to Telecom's specifications:

- There shall be no more than 10 call attempts to the same number within any 30 minute period for any single manual call initiation, and
- The equipment shall go on-hook for a period of not less than 30 seconds between the end of one attempt and the beginning of the next call attempt.
- The equipment shall be set to ensure that automatic calls to different numbers are spaced such that there is not less than 5 seconds between the end of one call attempt and the beginning of another.

Japanese telecom notice

The installed optional modem is in compliance with Japanese Telecommunication Law and has been Certified by JATE, with the following Certification Number:

A18-0046001 or A11-0160001

| | |
|---|-----------------------------|
|  | Lexmark International, Inc. |
| | LEX-M14-002 or LEX-M03-002 |
| | A18-0046001 or A11-0160001 |

Using this product in Switzerland

This product requires a Swiss billing tone filter (Lexmark part number 80D1877) to be installed on any line which receives metering pulses in Switzerland.

Utilisation de ce produit en Suisse

Cet appareil nécessite l'utilisation d'un filtre de tonalité de facturation suisse (n° de référence Lexmark : 80D1877) devant être installé sur toute ligne recevant des impulsions de comptage en Suisse.

Verwendung dieses Produkts in der Schweiz

Für dieses Produkt muss ein schweizerischer Billing Tone Filter zur Zählzeichenübertragung (Lexmark Teilenummer 80D1877) für jede Leitung installiert werden, über die in der Schweiz Zeitsteuertakte übertragen werden.

Usò del prodotto in Svizzera

Questo prodotto richiede un filtro toni Billing svizzero, (codice Lexmark 80D1877) da installare su tutte le linee che ricevono impulsi remoti in Svizzera.

Regulatory notices for wireless products

This section contains regulatory information that applies only to wireless models.

If in doubt as to whether your model is a wireless model, go to <http://support.lexmark.com>.

Modular component notice

Wireless models contain one of the following modular components:

AzureWave Technologies, Inc. Regulatory Type/Model Number AW-CM267NF; FCC ID:TLZ-CM267NF; IC: 6100A-CM267NF

Lexmark Regulatory Type/Model Number LEX-M08-001; FCC ID:IYLLLEXM08001; IC:2376A-LEXM08001

To determine which modular components are installed in your particular product, refer to the labeling on your actual product.

Exposure to radio frequency radiation

The radiated output power of this device is far below the radio frequency exposure limits of the FCC and other regulatory agencies. A minimum separation of 20 cm (8 inches) must be maintained between the antenna and any persons for this device to satisfy the RF exposure requirements of the FCC and other regulatory agencies.

Innovation, Science and Economic Development Canada

This device complies with Innovation, Science and Economic Development Canada license-exempt RSS standards. Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

Innovation, Sciences et Développement économique Canada

Cet appareil est conforme aux normes RSS exemptes de licence d'Innovation, Sciences et Développement économique Canada. Son fonctionnement est soumis aux deux conditions suivantes : (1) cet appareil ne doit pas causer d'interférences et (2) il doit accepter toutes les interférences, y compris les celles qui peuvent entraîner un fonctionnement indésirable.

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directive 2014/53/EU on the approximation and harmonization of the laws of the Member States relating to radio equipment.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The EEA/EU authorized representative is: Lexmark International Technology Hungária Kft., 8 Lechner Ödön fasor, Millennium Tower III, 1095 Budapest HUNGARY. The EEA/EU Importer is: Lexmark International Technology S.à.r.l. 20, Route de Pré-Bois, ICC Building, Bloc A, CH-1215 Genève, Switzerland. A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative or may be obtained at

www.lexmark.com/en_us/about/regulatory-compliance/european-union-declaration-of-conformity.html.

Compliance is indicated by the CE marking:



EU and other countries statement of radio transmitter operational frequency bands and maximum RF power

This radio product transmits in the 2.4GHz (2.412–2.472GHz) band in the EU. The maximum transmitter EIRP power output, including antenna gain, is ≤ 20 dBm.

United Kingdom (UK) conformity

This product is in conformity with the protection requirements of the Radio Equipment Regulations 2017.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The UK Importer is: Lexmark International Ltd, Highfield House, Foundation Park - 8 Roxborough Way, Maidenhead Berkshire - SL6 3UD, United Kingdom. A declaration of conformity is available upon request from the UK Importer or may be obtained at

www.lexmark.com/en_us/about/regulatory-compliance/uk-declaration-of-conformity.html.

Compliance is indicated by the UKCA marking:



UK statement of radio transmitter operational frequency bands and maximum RF power

This radio product transmits in the 2.4GHz (2.412–2.472GHz) band in the UK. The maximum transmitter EIRP power output, including antenna gain, is ≤ 20 dBm.

Multiple model information

The following information applies to all CX421 (7529-230), CX522 (7529-436), MC2325 (7529-081), MC2425 (7529-238), MC2535 (7529-486), and XC2235 (7529-496) printer models.

Federal Communications Commission (FCC) compliance information statement

This product has been tested and found to comply with the limits for a Class B 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.

The FCC Class B limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult your point of purchase or service representative for additional suggestions.

The manufacturer is not responsible for radio or television interference caused by using other than recommended cables or by unauthorized changes or modifications to this equipment. Unauthorized changes or modifications could void the user's authority to operate this equipment.

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class B computing device, use a properly shielded and grounded cable such as Lexmark part number 1021231 for parallel attach or 1021294 for USB attach. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

Any questions regarding this compliance information statement should be directed to:

Director of Lexmark Technology & Services
Lexmark International, Inc.
740 West New Circle Road
Lexington, KY 40550
Telephone: (859) 232-2000
E-mail: regulatory@lexmark.com

Innovation, Science and Economic Development Canada compliance statement

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Standard ICES-003.

Avis de conformité aux normes de l'Innovation, Sciences et Développement économique Canada

Cet appareil numérique de classe B est conforme aux exigences de la norme canadienne relative aux équipements pouvant causer des interférences NMB-003.

日本の VCCI 規定

製品にこのマークが表示されている場合、次の要件を満たしています。



この装置は、クラス B 情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。

取扱説明書に従って正しい取り扱いをしてください。

VCCI-B

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 2014/30/EU, 2014/35/EU, 2009/125/EC, and 2011/65/EU as amended by (EU) 2015/863 on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility, safety of electrical equipment designed for use within certain voltage limits, the ecodesign of energy-related products, and on the restrictions of use of certain hazardous substances in electrical and electronic equipment.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The EEA/EU authorized representative is: Lexmark International Technology Hungária Kft., 8 Lechner Ödön fasor, Millennium Tower III, 1095 Budapest HUNGARY. The EEA/EU Importer is: Lexmark International Technology S.à.r.l. 20, Route de Pré-Bois, ICC Building, Bloc A, CH-1215 Genève, Switzerland. A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative or may be obtained at

www.lexmark.com/en_us/about/regulatory-compliance/european-union-declaration-of-conformity.html.

This product satisfies the Class B limits of EN 55032 and safety requirements of EN 62368-1.

United Kingdom (UK) conformity

This product is in conformity with the protection requirements of the Electromagnetic Compatibility Regulations 2016, the Electrical Equipment (Safety) Regulations 2016, the Ecodesign for Energy-Related Products and Energy Information (Amendment) (EU Exit) Regulations 2019, and the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The UK Importer is: Lexmark International Ltd, Highfield House, Foundation Park - 8 Roxborough Way, Maidenhead Berkshire - SL6 3UD, United Kingdom. A declaration of conformity is available upon request from the UK Importer or may be obtained at

www.lexmark.com/en_us/about/regulatory-compliance/uk-declaration-of-conformity.html.

This product satisfies the Class B limits of BS EN 55032 and safety requirements of BS EN 62368-1.

Model-specific information

The following information applies only to the CX622 (7529-636, 7529-638), CX625 (7529-836, 7529-838), MC2640 (7529-686), and XC4240 (7529-898) printer models.

Federal Communications Commission (FCC) compliance information statement

This product 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.

The FCC Class A limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case the user will be required to correct the interference at his own expense.

The manufacturer is not responsible for any radio or television interference caused by using other than recommended cables or by unauthorized changes or modifications to this equipment. Unauthorized changes or modifications could void the user's authority to operate this equipment.

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class A computing device, use a properly shielded and grounded cable such as Lexmark part number 1021231 for parallel attach or 1021294 for USB attach. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

Any questions regarding this compliance information statement should be directed to:

Director of Lexmark Technology & Services
Lexmark International, Inc.
740 West New Circle Road
Lexington, KY 40550
Telephone: (859) 232-2000
E-mail: regulatory@lexmark.com

Innovation, Science and Economic Development Canada compliance statement

This Class A digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Standard ICES-003.

Avis de conformité aux normes de l'Innovation, Sciences et Développement économique Canada

Cet appareil numérique de classe A est conforme aux exigences de la norme canadienne relative aux équipements pouvant causer des interférences NMB-003.

Aviso aos usuários de produtos Classe A no Brasil.

Este produto não é apropriado para uso em ambientes domésticos, pois poderá causar interferências eletromagnéticas que obrigam o usuário a tomar medidas necessárias para minimizar estas interferências.

European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 2014/30/EU, 2014/35/EU, and 2011/65/EU as amended by (EU) 2015/863 on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility, safety of electrical equipment designed for use within certain voltage limits, and on the restrictions of use of certain hazardous substances in electrical and electronic equipment.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The EEA/EU authorized representative is: Lexmark International Technology Hungária Kft., 8 Lechner Ödön fasor, Millennium Tower III, 1095 Budapest HUNGARY. The EEA/EU Importer is: Lexmark International Technology S.à.r.l. 20, Route de Pré-Bois, ICC Building, Bloc A, CH-1215 Genève, Switzerland. A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative or may be obtained at www.lexmark.com/en_us/about/regulatory-compliance/european-union-declaration-of-conformity.html.

This product satisfies the Class A limits of EN 55032 and safety requirements of EN 62368-1.

United Kingdom (UK) conformity

This product is in conformity with the protection requirements of the Electromagnetic Compatibility Regulations 2016, the Electrical Equipment (Safety) Regulations 2016, and the Restriction of the Use of Certain Hazardous Substances in Electrical and Electronic Equipment Regulations 2012.

The manufacturer of this product is: Lexmark International, Inc., 740 West New Circle Road, Lexington, KY, 40550 USA. The UK Importer is: Lexmark International Ltd, Highfield House, Foundation Park - 8 Roxborough Way, Maidenhead Berkshire - SL6 3UD, United Kingdom. A declaration of conformity is available upon request from the UK Importer or may be obtained at www.lexmark.com/en_us/about/regulatory-compliance/uk-declaration-of-conformity.html.

This product satisfies the Class A limits of BS EN 55032 and safety requirements of BS EN 62368-1.

Radio interference notice

Warning

This is a product that complies with the emission requirements of EN 55032 Class A limits and immunity requirements of EN 55024. This product is not intended to be used in residential/domestic environments.

This is a Class A product. In a domestic environment, this product may cause radio interference, in which case the user may be required to take adequate measures.

STATEMENT OF LIMITED WARRANTY FOR LEXMARK LASER PRINTERS, LEXMARK LED PRINTERS, AND LEXMARK MULTIFUNCTION LASER PRINTERS

STATEMENT OF LIMITED WARRANTY FOR LEXMARK LASER PRINTERS, LEXMARK LED PRINTERS, AND LEXMARK MULTIFUNCTION LASER PRINTERS

Lexmark International, Inc., Lexington, KY

This limited warranty applies to the United States and Canada. For customers outside the U.S., refer to the country-specific warranty information that came with your product.

This limited warranty applies to this product only if it was originally purchased for your use, and not for resale, from Lexmark or a Lexmark Remarketer, referred to in this statement as “Remarketer.”

Limited warranty

Lexmark warrants that this product:

- Is manufactured from new parts, or new and serviceable used parts, which perform like new parts
- Is, during normal use, free from defects in material and workmanship

If this product does not function as warranted during the warranty period, contact a Remarketer or Lexmark for repair or replacement (at Lexmark's option).

If this product is a feature or option, this statement applies only when that feature or option is used with the product for which it was intended. To obtain warranty service, you may be required to present the feature or option with the product.

If you transfer this product to another user, warranty service under the terms of this statement is available to that user for the remainder of the warranty period. You should transfer proof of original purchase and this statement to that user.

Limited warranty service

The warranty period starts on the date of original purchase as shown on the purchase receipt and ends 12 months later provided that the warranty period for any supplies and for any maintenance items included with the printer shall end earlier if it, or its original contents, are substantially used up, depleted, or consumed. Fuser Units, Transfer/Transport Units, Paper Feed items, if any, and any other items for which a Maintenance Kit is available are substantially consumed when the printer displays a “Life Warning” or “Scheduled Maintenance” message for such item.

To obtain warranty service you may be required to present proof of original purchase. You may be required to deliver your product to the Remarketer or Lexmark, or ship it prepaid and suitably packaged to a Lexmark designated location. You are responsible for loss of, or damage to, a product in transit to the Remarketer or the Lexmark designated location.

When warranty service involves the exchange of a product or part, the item replaced becomes the property of the Remarketer or Lexmark. The replacement may be a new or repaired item.

The replacement item assumes the remaining warranty period of the original product.

Replacement is not available to you if the product you present for exchange is defaced, altered, in need of a repair not included in warranty service, damaged beyond repair, or if the product is not free of all legal obligations, restrictions, liens, and encumbrances.

As part of your warranty service and/or replacement, Lexmark may update the firmware in your printer to the latest version. Firmware updates may modify printer settings and cause counterfeit and/or unauthorized products, supplies, parts, materials (such as toners and inks), software, or interfaces to stop working. Authorized use of genuine Lexmark products will not be impacted.

Before you present this product for warranty service, remove all print cartridges, programs, data, and removable storage media (unless directed otherwise by Lexmark).

For further explanation of your warranty alternatives and the nearest Lexmark authorized servicer in your area contact Lexmark on the World Wide Web.

Remote technical support is provided for this product throughout its warranty period. For products no longer covered by a Lexmark warranty, technical support may not be available or only be available for a fee.

Extent of limited warranty

Lexmark does not warrant uninterrupted or error-free operation of any product or the durability or longevity of prints produced by any product.

Warranty service does not include repair of failures caused by:

- Modification or unauthorized attachments
- Accidents, misuse, abuse or use inconsistent with Lexmark user's guides, manuals, instructions or guidance
- Unsuitable physical or operating environment
- Maintenance by anyone other than Lexmark or a Lexmark authorized servicer
- Operation of a product beyond the limit of its duty cycle
- Use of printing media outside of Lexmark specifications
- Refurbishment, repair, refilling or remanufacture by a third party of products, supplies or parts
- Products, supplies, parts, materials (such as toners and inks), software, or interfaces not furnished by Lexmark

TO THE EXTENT PERMITTED BY APPLICABLE LAW, NEITHER LEXMARK NOR ITS THIRD PARTY SUPPLIERS OR REMARKETERS MAKE ANY OTHER WARRANTY OR CONDITION OF ANY KIND, WHETHER EXPRESS OR IMPLIED, WITH RESPECT TO THIS PRODUCT, AND SPECIFICALLY DISCLAIM THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, AND SATISFACTORY QUALITY. ANY WARRANTIES THAT MAY NOT BE DISCLAIMED UNDER APPLICABLE LAW ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. NO WARRANTIES, EXPRESS OR IMPLIED, WILL APPLY AFTER THIS PERIOD. ALL INFORMATION, SPECIFICATIONS, PRICES, AND SERVICES ARE SUBJECT TO CHANGE AT ANY TIME WITHOUT NOTICE.

Limitation of liability

Your sole remedy under this limited warranty is set forth in this document. For any claim concerning performance or nonperformance of Lexmark or a Remarketer for this product under this limited warranty, you may recover actual damages up to the limit set forth in the following paragraph.

Lexmark's liability for actual damages from any cause whatsoever will be limited to the amount you paid for the product that caused the damages. This limitation of liability will not apply to claims by you for bodily injury or damage to real property or tangible personal property for which Lexmark is legally liable. **IN NO EVENT WILL LEXMARK BE LIABLE FOR ANY LOST PROFITS, LOST SAVINGS, INCIDENTAL DAMAGE, OR OTHER ECONOMIC OR CONSEQUENTIAL DAMAGES.** This is true even if you advise Lexmark or a Remarketer of the possibility of such damages. Lexmark is not liable for any claim by you based on a third party claim.

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