



User's Guide

ES4131



PREFACE

Every effort has been made to ensure that the information in this document is complete, accurate, and up-to-date. The manufacturer assumes no responsibility for the results of errors beyond its control. The manufacturer also cannot guarantee that changes in software and equipment made by other manufacturers and referred to in this guide will not affect the applicability of the information in it. Mention of software products manufactured by other companies does not necessarily constitute endorsement by the manufacturer.

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The most up-to-date drivers and manuals are available from:

www.okiexecutiveseries.com

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As an ENERGY STAR Program Participant, the manufacturer has determined that this product meets the ENERGY STAR guidelines for energy efficiency.



This product complies with the requirements of the Council Directives 2004/108/EC (EMC), 2006/95/EC (LVD), 1999/5/EC (R&TTE) and 2009/125/EC (EuP), as amended where applicable, on the approximation of the laws of the member states relating to Electromagnetic Compatibility, Low Voltage, Radio & Telecommunications Terminal Equipment and Energy Using Products.

The following cables were used to evaluate this product to achieve EMC directive 2004/108/EC compliance and configurations other than this may affect that compliance.

CABLE TYPE	LENGTH (METRE)	CORE	SHIELD
Power	1.8	x	x
USB	5	x	✓
Parallel	1.8	x	✓
LAN	15	x	x

EMERGENCY FIRST AID

Take care with toner powder:

If swallowed, give small amounts of cold water and seek medical attention. DO NOT attempt to induce vomiting.



If inhaled, move the person to an open area for fresh air. Seek medical attention.

If it gets into the eyes, flush with large amounts of water for at least 15 minutes keeping eyelids open. Seek medical attention.

Spillages should be treated with cold water and soap to help reduce risk of staining skin or clothing.

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CONTENTS

Preface	2
Emergency First Aid	3
Manufacturer	3
Importer to the EU/authorised representative	3
Contents	4
Notes, Cautions and Warnings	6
Introduction	7
Printer features	7
Using your printer	7
About this manual	8
Online usage	8
Printing Pages	9
Abbreviations used	9
Printer components	10
Operator panel	12
Changing language	12
Operator panel	12
Panel elements	13
Menu functions	15
Printing menu settings	20
Paper recommendations	22
Paper and envelope types	22
Transparencies and adhesive labels	22
Postcards	23
Installing paper	23
Paper Tray	23
Multi purpose tray	25
Paper feed, size and media setting	26
Interfaces	28
Printer drivers	29
Windows operating systems	29
Installed options	29
Macintosh operating systems	29
Installed options	29
Choosing a Mac driver	29
Operation	30
Printer settings in Windows	30
Printing preferences in Windows applications	30
PCL emulation	31
PS emulation	34
Setting from Windows control panel	36
Printer settings in Macintosh	39
2-sided printing	40
Auto duplex printing	40
Manual duplex printing using the paper tray (Windows only)	40
Manual duplex printing	42
Overlays and Macros (Windows only)	44
What are overlays and macros?	44
Creating PostScript overlays	44
Creating the overlay image	44
Create and download the project	45

Test printing the overlay45
Defining overlays45
Printing with PostScript overlays46
Creating PCL Overlays47
Creating the overlay image.47
Create and download macros47
Test printing the macro48
Defining overlays48
Printing with PCL overlays49
Consumables and maintenance50
When to replace the toner cartridge50
Replacing the toner cartridge50
When to replace the image drum53
Replacing the image drum53
Cleaning.55
...the unit casing.55
...the paper feed rollers55
...the LED head.57
Troubleshooting58
Status and error messages.58
Paper Jams.58
Input jam.59
Feed jam or exit jam59
Print quality problems64
Paper feed problems65
Software problems66
Hardware problems66
Installing options67
Installation procedure67
Setting the driver device options.67
Windows67
MAC OS X.68
Specifications69
General69
Paper and tray information.70
Notes/symbols/terms.72
Index.74

NOTES, CAUTIONS AND WARNINGS

NOTE

A note provides additional information to supplement the main text.

CAUTION!

A caution provides additional information which, if ignored, may result in equipment malfunction or damage.

WARNING!

A warning provides additional information which, if ignored, may result in a risk of personal injury.

For the protection of your product, and in order to ensure that you benefit from its full functionality, this model has been designed to operate only with genuine original toner cartridges. Any other toner cartridge may not operate at all, even if it is described as "compatible", and if it does work, your product's performance and print quality may be degraded.

Specifications subject to change without notice. All trademarks acknowledged.

INTRODUCTION

Congratulations on purchasing this monochrome page printer.

Your new printer is designed with a range of advanced features to give you crisp black and white pages at high speed on a wide range of print media.

For your information, a summary of the main features of your printer is given below.

PRINTER FEATURES

- > Memory: 64MB.
- > Resolution: 1200 x 1200 dpi.
- > Paper handling: 250 sheets (80g/m²).
- > Emulation: standard Printer Control Language PCL5e, PCLXL, Epson FX, IBM ProPrinter and PostScript3.
- > Barcodes: embedded for SIDM emulations.
- > Flash DIMM: 4.6MB to allow the storage of additional fonts or bar codes.
- > USB 2.0 High speed and Parallel interfaces.
- > 10/100 BASE-TX Network: lets you share this valuable resource among users on your office network.
- > Multi Purpose tray: to extend the range of media your printer can accommodate (capacity 100 sheets (64g/m²) or 10 envelopes), and can also use as manual duplex.
- > Auto Duplex.

Additionally, the following optional features are also available:

- > 64, 128, 256MB RAM DIMM: to extend the main memory of your printer and speed up the processing of large files.
- > Second paper tray: to increase your printer's paper handling capacity by 530 sheets (80g/m²).

USING YOUR PRINTER

To help you get the most from your printer, the manufacturer has provided a variety of supporting materials. A summary of these materials and their purposes is given in the following chapter.

ABOUT THIS MANUAL

This manual is the user's guide (check the Oki Printing Solutions website, www.okiexecutiveseries.com, for the most up-to-date version) for your printer and forms part of the overall user support listed below:

- > **Quick Set-up Guide:** to describe how to unpack, connect and power up your printer.
- > **Installation Safety booklet:** provides information for safe use of your product.
This is a paper document that is packaged with the product.
- > This **User's Guide:** to help you to operate your printer and make the best use of its many features. Also included are guidelines for troubleshooting and maintenance to ensure that it performs at its best. Additionally, information is provided for adding optional accessories as your printing needs evolve.
- > **Network Guide:** helps you become familiar with the functionality of the built in network interface card.
- > **Installation Guides:** accompany consumable items and optional accessories to describe how to install them.
- > **Online Help:** online information associated with the printer driver and Status Monitor software.

ONLINE USAGE

This manual is intended to be read on screen using an Adobe Acrobat Reader. Use the navigation and viewing tools provided in Acrobat.

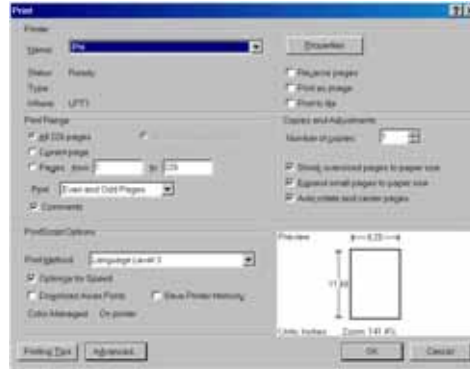
You can access specific information in two ways:

- > In the list of bookmarks down the left hand side of your screen, click on the topic of interest to jump to the required topic. (If the bookmarks are not available, use the Table of Contents.)
- > In the list of bookmarks click on Index to jump to the Index. (If the bookmarks are not available, use the Table of Contents.) Find the term of interest in the alphabetically arranged index and click on the associated page number to jump to the page containing the subject.

PRINTING PAGES

The whole manual, Individual pages, or sections may be printed. The procedure is:

1. From the toolbar, select **File > Print** (or press the Ctrl + P keys).
2. Choose which pages you wish to print:
 - (a) **All pages**, for the entire manual.
 - (b) **Current page** for the page at which you are looking.



- (c) **Pages from** and **to** for the range of pages you specify by entering their page numbers.

3. Click **OK**.

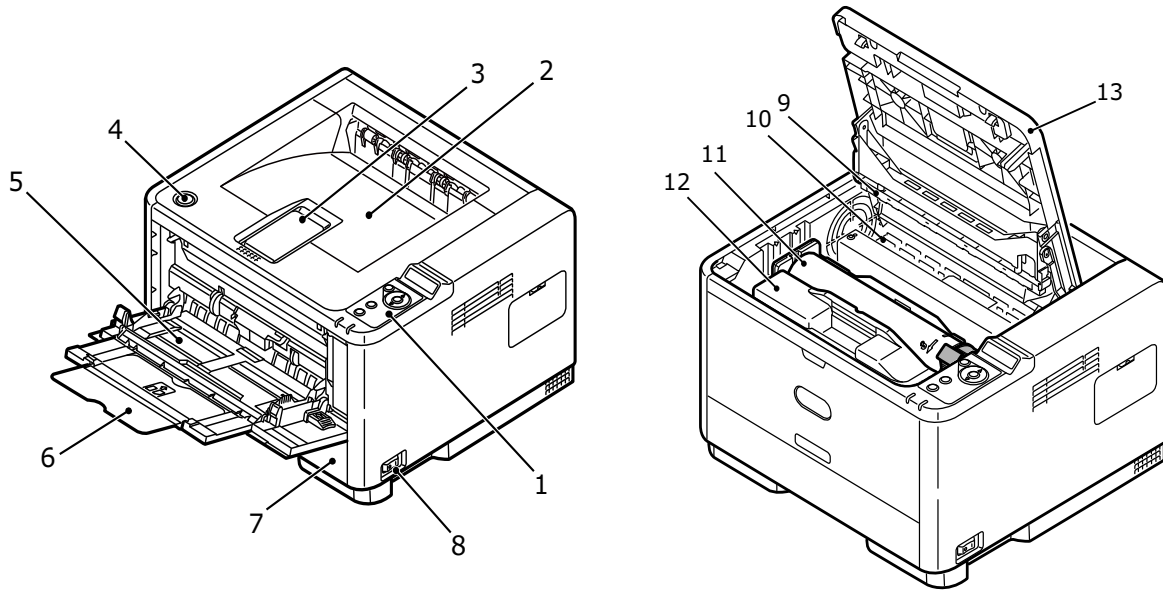
ABBREVIATIONS USED

The following abbreviations are used in this manual:

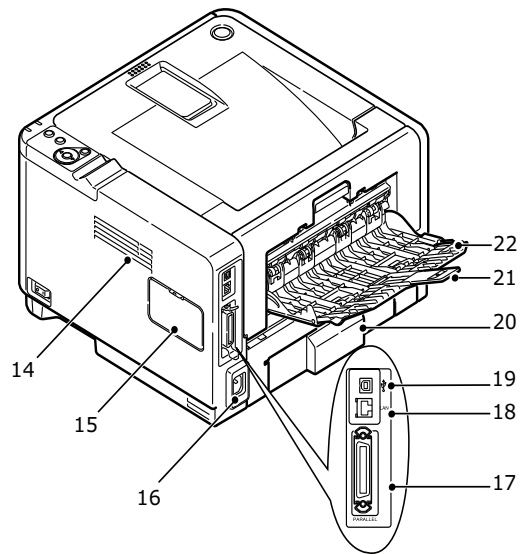
ABBREVIATION	MEANING
Ctrl	Control
dpi	dots per inch
DIMM	Dual In-line Memory Module
LED	Light Emitting Diode
NIC	Network Interface Card
PCL	Printer Control Language
PS	PostScript (emulation)
PSE	PostScript Emulation
RAM	Random Access Memory

PRINTER COMPONENTS

The important components are identified in the representations below.



1. Operator panel
2. Output Stacker (150 sheets, face down)
3. Output Stacker extension
4. Top cover release button
5. Multi Purpose Tray (100 sheets)(shown in open position)
6. Multi Purpose Tray extension
7. Paper Tray 250 sheets
8. ON/OFF switch
9. LED array
10. Fuser unit
11. Toner cartridge
12. Image drum
13. Top cover



- 14.** Cooling fan
- 15.** Memory panel (to upgrade your printer's memory RAM DIMM)
- 16.** Power cable connection
- 17.** Parallel interface connection
- 18.** LAN interface connection
- 19.** USB interface connection
- 20.** Paper Tray extension
- 21.** Rear Face Up Tray extension
- 22.** Rear Face Up Tray

OPERATOR PANEL

This chapter describes the function of the operator panel on your printer.

CHANGING LANGUAGE

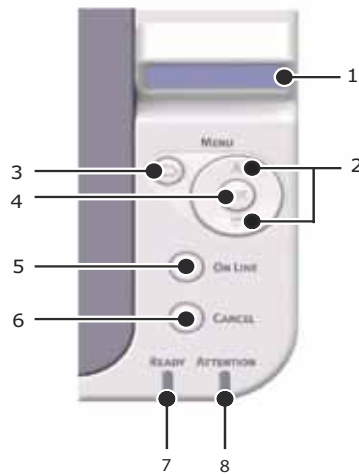
The default language used by your printer for display messages and for report printing is English. If required, this can be changed to:

German	Danish
French	Dutch
Italian	Turkish
Spanish	Portuguese
Swedish	Polish
Russian	Greek
Finnish	Czech
Hungarian	Norwegian

NOTE

1. The Operator Panel Language Setup Wizard will run automatically when you install the printer driver. Follow the instructions provided by this utility to set your chosen language.
 2. The list above is neither conclusive nor exhaustive.
-

OPERATOR PANEL



The operator panel consists of a menu driven control panel, an LCD display and two LED indicators.

PANEL ELEMENTS

1. **Liquid crystal display.** (LCD) panel. Two rows of up to 16 alphanumeric digits displaying print status, menu items in menu mode and error messages.
2. **Menu Scroll Buttons.** Press briefly to enter the MENU mode. Press briefly again to select the next menu. Press for more than 2 seconds to scroll through the different menus.
3. **Back button.** Press briefly to return to the previous higher level menu item or exit the menu when in MENU mode. In the ONLINE or OFFLINE mode/MENU mode: when pressed for 4 seconds, the printer starts to shutdown.
4. **OK button.** In the ONLINE or OFFLINE mode: press this briefly to enter the MENU mode. In the MENU mode: press this briefly to select the menu or setting indicated on the LCD.

NOTE

When pressed with DATA displayed (press and hold for five seconds), it forces the printer to print out the remaining data in the printer.

5. **Online button.** Press to switch between ONLINE and OFFLINE status. Press to exit the menu and displays ONLINE, when in the MENU mode.

NOTE

When pressed in Menu mode, the Online button returns the printer to ONLINE status. Also when there is an error indicating wrong paper size, pressing the Online button forces the printer to print.

When manually feeding paper, pressing the Online button will start the printing.

6. **Cancel button.** When printing press to cancel a print job (press the button for 2 sec or less). Press to exit the MENU mode and go ONLINE, when in the MENU mode.

NOTE

When there is an error, and there are print jobs in queue, pressing the Cancel button deletes the first job in the queue.

7. **Ready indicator (green).** ON indicates ready to receive data. FLASHING indicates processing data. OFF indicates Offline.
8. **Attention indicator (red).** ON indicates a warning (e.g. low toner). FLASHING indicates an error, (e.g. toner empty). OFF indicates normal condition.

The meaning of the indicator LEDs when they flash (x) is summarised as follows:

FLASH TYPE	READY LED (1)	ATTENTION LED (2)	MEANING
Flash	x		The printer is receiving and processing data during printing or the printer is resetting.
		x	There is a printing error, for example, a problem with paper, the cover is open or the paper tray is empty while a job is processing.
	x	x	There is a minor error with the printer, for example, toner is low and the image drum needs to be changed.

MENU FUNCTIONS

The Printer Menu allows you to view and change the printer's internal settings.

The settings are grouped into categories or "menus" such as Information Menu or Print Menu.

Some of these settings are similar to those found in your printer driver or application software. The settings that you can change using this software act as the printer's defaults. These can be overridden by the settings in your printer driver or application.

For example, if you have set the number of copies in the Printer Menu settings to one, this will be overridden if you select three copies of your document in the printer driver.

Factory default settings are shown in the following tables.

Information menu

This menu provides a quick method of listing various items stored within the printer.

ITEM	ACTION
PRINT MENU MAP	EXECUTE
NETWORK	EXECUTE
DEMO 1	EXECUTE
PRINT FILE LIST	EXECUTE
PRINT PSE FONT	EXECUTE
PRINT PCL FONT	EXECUTE
PRINT PPR FONT	EXECUTE
PRINT FX FONT	EXECUTE
PRINT ERROR LOG	EXECUTE
USAGE REPORT	EXECUTE

Shutdown menu

This menu shuts down the printer.

ITEM	ACTION
SHUTDOWN START	EXECUTE

Print menu

This menu provides adjustment of various print job related functions.

ITEM	DEFAULT
COPIES	1
DUPLEX	OFF
DUPLEX LAST PAGE	SKIP BLANK PAGE
PAPER FEED	TRAY1
AUTO TRAY SWITCH	ON
TRAY SEQUENCE	DOWN
MP TRAY USAGE	DO NOT USE

ITEM	DEFAULT
MEDIA CHECK	ENABLE
RESOLUTION	600DPI
TONER SAVE MODE	DISABLE
ORIENTATION	PORTRAIT
LINES PER PAGE	64 LINES
EDIT SIZE	CASSETTE SIZE

Media Menu

This menu provides adjustment to suit a wide range of print media.

ITEM	DEFAULT
TRAY1 PAPERSIZE	A4
TRAY1 MEDIATYPE	PLAIN
TRAY1 MEDIAWEIGHT	MEDIUM
TRAY2 PAPERSIZE When tray 2 is installed	A4
TRAY2 MEDIATYPE When tray 2 is installed	PLAIN
TRAY2 MEDIAWEIGHT When tray 2 is installed	MEDIUM
MPT PAPERSIZE	A4
MPT MEDIATYPE	PLAIN
MPT MEDIAWEIGHT	MEDIUM
UNIT OF MEASURE	MILLIMETER
X DIMENSION	210 MILLIMETER
Y DIMENSION	297 MILLIMETER

System configuration menu

This menu adjusts general printer settings to suit the way you prefer to work.

ITEM	DEFAULT
POW SAVE TIME	1 MIN
AUTO PW OFF TIME	6 HOURS
PERSONALITY	AUTO EMULATION
PARA PS-PROTOCOL	ASCII
NET PS-PROTOCOL	RAW
USB PS-PROTOCOL	RAW
CLRABLE WARNING	ONLINE
AUTO CONTINUE	OFF
MANUAL TIMEOUT	60 SEC

ITEM	DEFAULT
TIMEOUT INJOB	40 SEC
TIMEOUT LOCAL	40 SEC
TIMEOUT NET	90 SEC
LOW TONER	CONTINUE
JAM RECOVERY	ON
ERROR REPORT	OFF
START UP	OFF

PCL Emulation

This menu controls the printer's PCL emulation.

ITEM	DEFAULT
FONT SOURCE	RESIDENT
FONT NO.	10
FONT PITCH	10.00 CPI
SYMBOL SET	PC-8
A4 PRINT WIDTH	78 COLUMN
WHITE PAGE SKIP	OFF
CR FUNCTION	CR
LF FUNCTION	LF
PRINT MARGIN	NORMAL
PEN WIDTH ADJUST	ON
TRAY ID#	
PCL T0ID	4
PCL T1ID	1
PCL T2ID When Tray2 is installed	5

PPR Emulation

This menu controls the printer's PPR emulation.

ITEM	DEFAULT
CHARACTER PITCH	10 CPI
FONT CONDENSE	12CPI to 20CPI
CHARACTER SET	SET-2
SYMBOL SET	IBM-437
LETTER O STYLE	DISABLE
ZERO CHARACTER	NORMAL
LINE PITCH	6 LPI

ITEM	DEFAULT
WHITE PAGE SKIP	OFF
CR FUNCTION	CR
LF FUNCTION	LF
LINE LENGTH	80 COLUMN
FORM LENGTH	11.7 INCH
TOF POSITION	0.0 INCH
LEFT MARGIN	0.0 INCH
FIT TO LETTER	DISABLE
TEXT HEIGHT	SAME

FX Emulation

This menu controls the printer's FX emulation.

ITEM	DEFAULT
CHARACTER PITCH	10 CPI
CHARACTER SET	SET-2
SYMBOL SET	IBM-437
LETTER O STYLE	DISABLE
ZERO CHARACTER	NORMAL
LINE PITCH	6 LPI
WHITE PAGE SKIP	OFF
CR FUNCTION	CR
LINE LENGTH	80 COLUMN
FORM LENGTH	11.7 INCH
TOF POSITION	0.0 INCH
LEFT MARGIN	0.0 INCH
FIT TO LETTER	DISABLE
TEXT HEIGHT	SAME

Parallel menu

This menu controls the operation of the printer's parallel data interface.

ITEM	DEFAULT
PARALLEL	ENABLE
BI-DIRECTION	ENABLE
ECP	ENABLE
ACK WIDTH	NARROW
ACK/BUSY TIMING	ACK IN BUSY
I-PRIME	DISABLE

ITEM	DEFAULT
OFFLINE RECEIVE	DISABLE

USB menu

This menu controls the operation of the printer's USB data interface.

ITEM	DEFAULT
USB	ENABLE
SOFT RESET	DISABLE
SPEED	480Mbps
OFFLINE RECEIVE	DISABLE
SERIAL NUMBER	ENABLE

Network menu

This menu controls the operation of the printer's 10Base-T/100Base-TX network interface.

ITEM	DEFAULT
TCP/IP	ENABLE
IP VERSION	IPv4
NETBEUI	DISABLE
NETBIOS OVER TCP	ENABLE
NETWARE	ENABLE
ETHERTALK	ENABLE
FRAMETYPE	AUTO
IP ADDRESS SET	AUTO
IP ADDRESS	xxx.xxx.xxx.xxx
SUBNET MASK	xxx.xxx.xxx.xxx
GATEWAY ADDRESS	xxx.xxx.xxx.xxx
WEB	ENABLE
TELNET	DISABLE
FTP	DISABLE
SNMP	ENABLE
NETWORK SCALE	NORMAL
HUB LINK SETTING	AUTO NEGOTIATE
TCP ACK	TYPE1
FACTORY DEFAULTS	EXECUTE

Maintenance menu

This menu provides access to various printer maintenance functions.

ITEM	DEFAULT
MENU RESET	EXECUTE
SAVE MENU	EXECUTE
RESTORE MENU	EXECUTE
POWER SAVE	ENABLE
AUTO PW OFF	AUTO CONFIG
PAPER BLACK SET	0
DARKNESS	0
SMR SETTING	0
BG SETTING	0

NOTE

RESTORE MENU is displayed only when SAVE MENU is executed.

Usage menu

This menu is for information only, and provides an indication of total usage of the printer and the expected life left in its consumable items. This is particularly useful if you do not have a full set of replacement consumables to hand and you need to know how soon you will need them.

ITEM	DEFAULT	REMARKS
TRAY1 PAGE COUNT	nnnnnn	An indication of the number of pages printed from Tray1.
TRAY2 PAGE COUNT	nnnnnn	An indication of the number of pages printed from Tray2. (When Tray2 is installed.)
MPT PAGE COUNT	nnnnnn	An indication of the number of pages printed from the MPT.
DRUM LIFE	REMAINING nnn%	An indication of the remaining drum life.
TONER (n.nK)	REMAINING nnn%	An indication of how much toner is left in the cartridge.

PRINTING MENU SETTINGS

Current menu settings can be confirmed by printing a Menu Map, using the control panel.

1. Press the **Menu** UP arrow or DOWN arrow button until the INFORMATION MENU is available, then press the OK button.
2. Press the UP arrow or DOWN arrow button until PRINT MENU MAP EXECUTE is displayed.
3. Press the OK button to print the menu map.

4. Press the **Cancel** or **Online** or the BACK button repeatedly to exit the MENU mode.

PAPER RECOMMENDATIONS

For guidance on the media you can use with your printer, which input tray and which ejection method to use, see the section entitled "Paper and tray information" in the "Specifications" chapter.

PAPER AND ENVELOPE TYPES

The manufacturer of this printer recommends the following guidelines when selecting paper and envelopes for use in your printer:

- > Paper and envelopes should be stored flat and away from moisture, direct sunlight and heat sources.
- > Use a smooth finished paper such as copier or laser type paper with a Sheffield (smoothness) rating of 250 or less. If in doubt, please ask your paper supplier.
- > Use paper and envelopes that are designed for use in laser type printers.
- > The use of heavily laid or textured paper will seriously impact on the life of the image drum.
- > Do not use very smooth, shiny/glossy paper.
- > Do not use heavily embossed headed paper.
- > Do not use specially treated papers such as carbon paper, non-carbon paper, thermal paper and impact paper.
- > Avoid using paper with perforations, cut-outs and ragged edges.
- > Do not use envelopes with windows or metal clasps.
- > Do not use envelopes with self sealing flaps.
- > Avoid using damaged or curled envelopes.

TRANSPARENCIES AND ADHESIVE LABELS

The manufacturer of this printer recommends the following guidelines when selecting transparencies and adhesive labels for use in your printer:

- > Always manually feed single sheets using Multi Purpose Tray.
- > Always use rear output.
- > Media must be designed for use in laser printers or photocopiers and must be able to withstand 200°C for 0.1 sec.
- > Do not use media designed for use in colour laser printers and photocopiers.
- > Labels should cover entire carrier sheet.
- > Carrier sheet or adhesive must not be exposed to any part of the printer.

NOTE

You can use Thermal resistant transparencies used for Over Head Projectors.

POSTCARDS

The manufacturer of this printer recommends the following guidelines when selecting postcards for use in your printer:

- > Always manually feed single postcards using the Multi Purpose Tray.
- > Use unfolded double postcards.
- > Use postcards designed for use in laser type printers
- > Do not use postcards used for ink jet printers.
- > Do not use stamped or picture postcards.

INSTALLING PAPER

PAPER TRAY

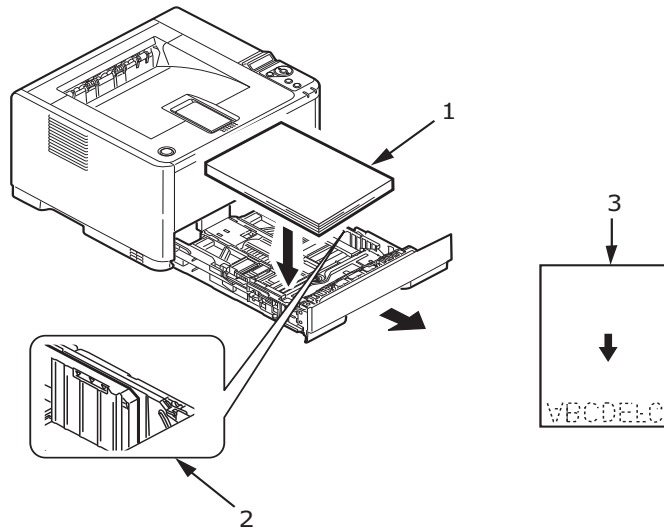
NOTE

If you are topping up the paper in a paper tray, it is recommended that you remove the remaining paper from the tray first then add the new paper stock followed by the paper you removed. This ensures that the oldest paper is used first to help prevent paper jams.

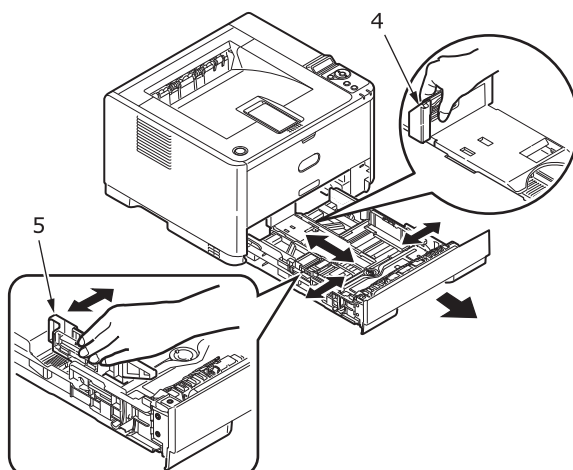
1. Remove the paper tray from the bottom of the printer and place plain paper (1) in the tray, keeping the level of the paper in the tray below the paper full guide arrowheads shown on the paper guides (2).
-

NOTE

Load letter headed paper face down and top edge towards the front of the paper tray (3).



2. Adjust the rear paper support (4) to the size of paper you are using by gripping the lug, tilting and sliding the support forwards or backwards as necessary.



3. Adjust the paper guides (5) by gripping the lug and moving it backwards or forwards to match the size of the paper used. It is important to adjust the paper guides correctly to ensure that the paper is not skewed in the print process. Paper jams may occur if this operation is not carried out correctly.
4. Replace the tray in the printer.

NOTE

If you have the optional second paper tray (Tray 2) and you are printing from the first (upper) tray (Tray 1), you can pull out the second (lower) tray to reload it. However, if printing from the second (lower) tray, do not pull out the first (upper) tray as this will result in a paper jam.

Face up and face down printing

For face down printing, make sure the Rear stacker is closed (the paper exits from the top of the printer). The Output Stacker on the top of the printer stacks printed pages face down, capacity 150 sheets of weight 80g/m². Pages printed in reading order (page 1 first) will be sorted in reading order (last page on top, facing down).

The face up stacker should be opened and the tray extension pulled out when required for use.

The face up stacker can hold up to 100 sheets 80g/m² standard paper.

Always use this stacker in conjunction with the Multi Purpose Tray or for heavyweight stocks to reduce the possibility of paper jams.

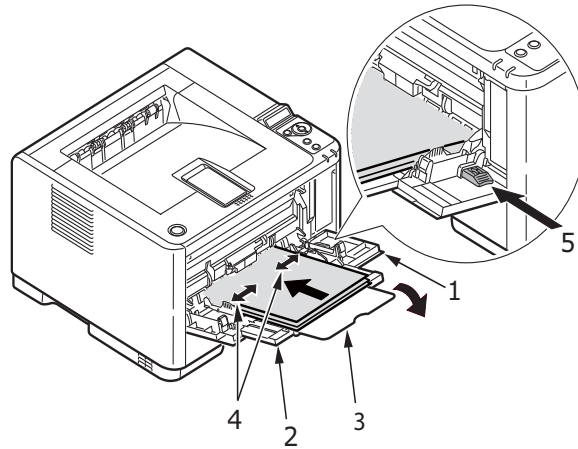
See ["Paper and tray information"](#) on page 70.

Automatic feed sequence

With no optional feed trays installed, the Autotray function in the Print Menu is set by default to ON and the Tray sequence function is set to DOWN. In this way, if a tray runs out of paper, automatic feed will take place in the order Tray 1, Tray 2 (if fitted), Multi Purpose Tray, provided that these trays are set up for identical media. Also, configure the media size and media weight for the respective trays in the operator panel.

MULTI PURPOSE TRAY

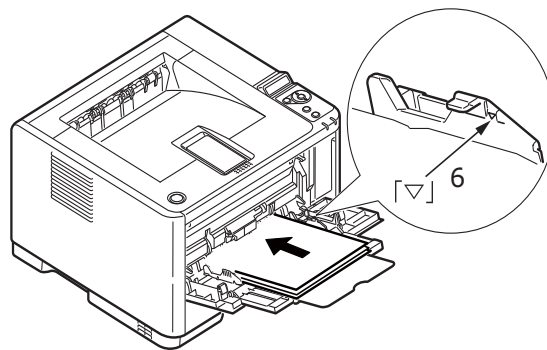
1. Pull down the Multi Purpose Tray (1), extend the tray (2) and fold out the paper supports (3), and adjust the paper guides to the width of the paper (4).



2. Load the paper into the Multi Purpose Tray and push the set button (5). Ensure that the paper is loaded below the arrow level (6) to avoid paper jam.

NOTE

Do not exceed the paper capacity of approximately 100 sheets or 10 envelopes depending on the media weight.



- > For single-sided printing on headed paper load the paper with the pre-printed side up and top edge into the printer.
- > For two-sided (duplex) printing on headed paper, load the paper with the pre-printed side down and top edge away from the printer.
- > Envelopes should be loaded flap down, face up with the top edge to the left and short edge into the printer.

NOTE

Do not select Duplex printing on envelopes.

- > Load Transparencies face up and top edge into the printer.
- > For heavyweight paper or cardstock open the rear stacker to collect the printed output. This will give the paper a nearly straight path through the machine, avoiding paper jams and damage to the paper.

3. If required, set the media size and orientation in the media menu using the control panel, then issue the print command.

CAUTION!

Damage to the printer may occur if the incorrect paper setting is used when printing on a different media.

NOTE

- > You can also set the media type in your printer driver. However, the printer driver settings will override the settings on the control panel.
 - > Remember to reset the printer for normal paper after printing on a different media.
-

PAPER FEED, SIZE AND MEDIA SETTING

The process used to fuse (fix) the printed image to the paper involves a mixture of pressure and heat. Too much heat will cause lightweight paper to crease or curl and corrugations in transparencies. Too little heat will cause the image not to fuse fully into heavyweight paper.

NOTE

Although media properties can be set in the printer driver for particular jobs, when filling a tray with media it is recommended that you manually set the printer to match the media as described here.

Using the control panel on your printer, you can choose:

- > which paper to use
 - > the size of the paper you wish to use
 - > the weight of the paper (thickness)
 - > the type of paper
-

NOTE

- > If the settings in the printer differ from those selected on your computer, the printer will not print and the LCD will display an error message.
 - > The following printer settings are given as a guide only. Some software applications require the paper feed, size and media settings to be selected from within the application (page setup).
 - > Although media properties can be set in the printer driver for particular jobs, it is recommended that when filling a tray with media you manually set the printer to match the media as described here.
-

Paper feed selection

The paper feed, paper size, paper weight and media type can be set manually on the printer using the control panel as follows.

1. Press the **Menu** UP arrow or DOWN arrow button repeatedly until PRINT MENU is displayed, then press the OK button.
2. Press the UP arrow or DOWN arrow button until PAPER FEED is displayed, then press the OK button.
3. Press the UP arrow or DOWN arrow button until the required paper feed is displayed.
4. Press the OK button. An asterisk (*) appears next to the selected paper feed.

5. Press the **Cancel** or **Online** or the BACK button repeatedly to exit the MENU mode.

NOTE

When the AUTO TRAY SWITCH is set to ON and more than one paper tray is fitted, paper feed automatically switches to the next available paper tray, providing non-stop printing.

Paper size

Set the paper size as follows.

NOTE

> When using paper trays, standard paper sizes are recognised automatically with CASSETTE SIZE (default setting) selected. Paper size need only be set for custom paper sizes.

> When using the Multi Purpose Tray, the paper size has to be selected.

1. Press the **Menu** UP arrow or DOWN arrow button until PRINT MENU is displayed, then press OK button.
2. Press either UP arrow or DOWN arrow button repeatedly until EDIT SIZE is displayed, then press OK button.
3. Press either UP arrow or DOWN arrow button until the required paper size is displayed, then press the OK button. An asterisk (*) appears next to the selected paper size.
4. Press the **Cancel** or **Online** or the BACK button repeatedly to exit the MENU mode.
5. Select the correct paper settings in the printer driver before printing the file.

Media type and weight

Set media type and weight as follows:

CAUTION!

If media type or media weight are not correctly set, print quality deteriorates and the fuser roller may be damaged.

1. Press the **Menu** UP arrow or DOWN arrow button until MEDIA MENU is displayed, then press the OK button.
2. Press the UP arrow or DOWN arrow button until MEDIA TYPE or MEDIA WEIGHT for the required tray is displayed, then press OK button.
3. Press the UP arrow or DOWN arrow button until the required paper type or weight is displayed, then press the OK button. An asterisk (*) appears next to the selected paper type or weight.
4. Press the **Cancel** or **Online** or the BACK button repeatedly to exit the MENU mode.
5. Select the correct paper settings in the printer driver before printing the file.

INTERFACES

Your printer is equipped with a selection of data interfaces:

1. **Parallel** – For direct connection to a PC. This port requires a bi-directional (IEEE 1284 compliant) parallel cable.
2. **USB** – For connection to a PC running Windows 2000 or later or Mac OS X or later. This port requires a cable conforming to USB version 2.0 or above.

The operation of a printer is not assured if a USB compatible device is connected concurrently with other USB-compatible machines.

When connecting multiple printers of the same type, they appear as ***** (1), ***** (2), ***** (3), etc. These numbers depend on the order of connecting or turning on each printer.

3. **LAN** – For network cable connection.

NOTE

- > *It is not recommended that you connect serial/USB and parallel cables to the printer simultaneously.*
 - > *Interface cables are not supplied with your printer.*
-

If you are connecting your printer directly to a stand alone computer proceed to the chapter entitled "Printer Drivers".

If your printer is to be installed as a network printer, please refer to the relevant section in the Guide for the network interface card for further details on how to configure the network connection before installing the printer drivers.

NOTE

Administrator's authority is required when installing a network connection.

PRINTER DRIVERS

This chapter describes how to install a printer driver on two types of operating system – Windows and Macintosh.

The printer drivers are all contained on the printer driver DVD. Please refer to the readme file on this DVD for the latest information on printer driver installation.

WINDOWS OPERATING SYSTEMS

1. With Windows running, insert the printer driver DVD into your DVD-ROM drive.
2. If the DVD does not run automatically, use Start > Run... and enter E:\setup (where E is your DVD-ROM drive) in the Open field.
3. Click on **OK**.
4. Select your printer model.
5. Click on Driver Installation > Install Printer Driver and follow the on-screen prompts to complete your printer driver installation.

NOTE

Take time to note the facilities available on the DVD. For example, the Help facility briefly describes each of the Software Utilities.

6. Once the driver has been installed, the operator panel language switching utility will run automatically. Choose your preferred operating language. [See "Changing language" on page 12.](#)

INSTALLED OPTIONS

Certain options may have been installed in your printer. For those that are installed, check that they appear enabled on the Menu Map.

Ensure that your options are set up in the printer driver(s) by making the appropriate settings on the Device Options tab (PCL emulation) and/or Device Settings tab (PS emulation) described in the chapter entitled "Operation".

MACINTOSH OPERATING SYSTEMS

Please refer to the readme file on DVD for details on installing the appropriate Macintosh drivers.

INSTALLED OPTIONS

Ensure that any installed options are enabled in the printer driver.

CHOOSING A MAC DRIVER

You can also use a PS driver on Macintosh operating systems.

OPERATION

This chapter provides a broad outline of how to operate your printer from either a Windows or a Macintosh environment.

PRINTER SETTINGS IN WINDOWS

NOTE

The illustrations in this guide relate to Windows XP PCL and PS emulations – other operating system windows may appear slightly different but the principles are the same.

The operator panel controlled menus provide access to many options.

The Windows printer driver also contains settings for many of these items. Where items in the printer driver are the same as those in the operator panel, and you print documents from Windows, the settings in the Windows printer driver will override those settings in the operator panel.

PRINTING PREFERENCES IN WINDOWS APPLICATIONS

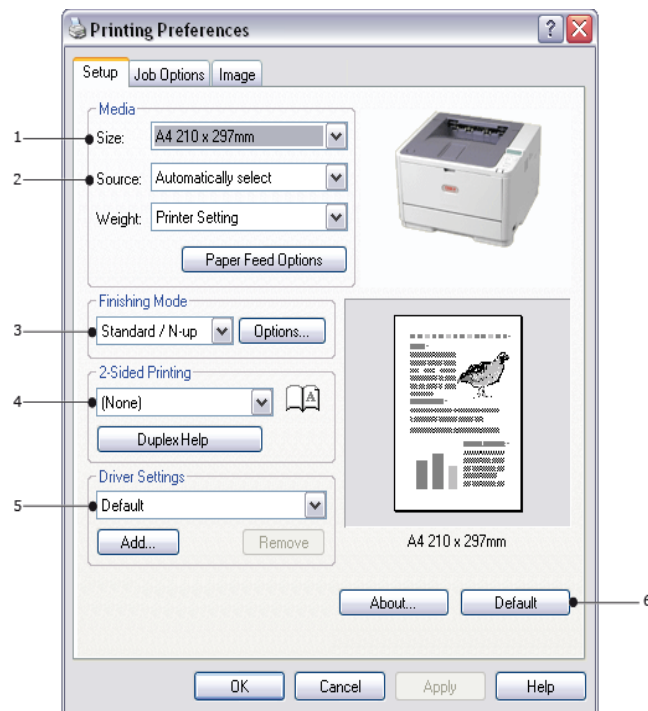
When you choose to print your document from a Windows application program a Print dialogue box appears. This dialogue usually specifies the name of the printer on which you will print your document. Next to the printer name is a **Properties** button.

When you click **Properties** a new window opens which contains a short list of the printer settings available in the driver, which you can choose for this document. The settings available from within your application are only those which you may want to change for specific applications or documents. Settings you change here will usually only last for as long as the particular application program is running.

PCL EMULATION

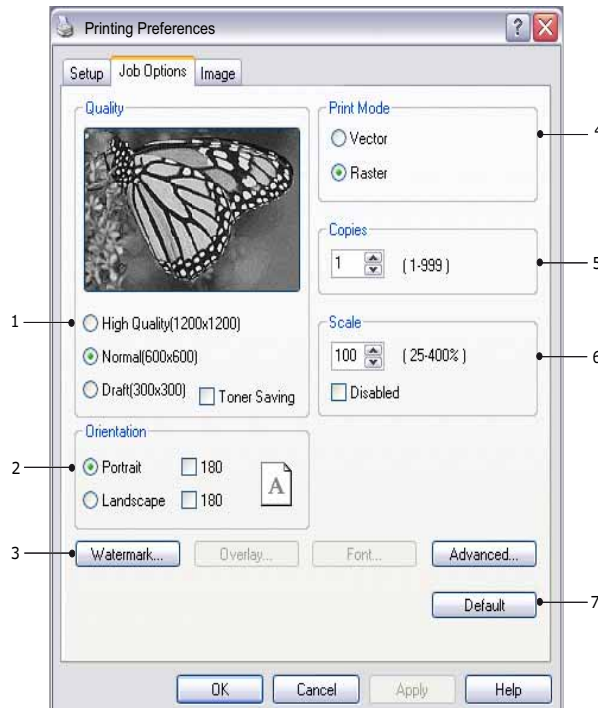
The tabs available are the **Setup Tab**, the **Job Options Tab** and the **Image Tab**.

Setup tab



1. Paper size should be the same as the page size of your document (unless you wish to scale the printout to fit another size), and should also be the same as the size of paper you will feed into the printer.
2. You can choose the source of the paper to feed, which may be Tray 1 (the standard paper tray), Tray 2 (if you have the optional second paper tray installed) or the Multi Purpose Tray. You can also click on the appropriate part of the screen graphic to select your preferred tray.
3. A variety of document finishing options can be selected, such as normal one page per sheet, or N-up (where N can be 2 or 4) for printing scaled down pages at more than one page per sheet.
4. Under 2-sided Printing, you can choose from auto or manual. Under manual 2-sided Printing you can choose to print on one side of a sheet only or to use 2-sided printing (duplex printing). Your printer allows you to carry out manual duplex printing, meaning you must pass the paper through the printer twice. For more information, see ["2-sided printing" on page 40](#). The Duplex Help button also offers guidelines on how to carry out manual duplex printing.
5. If you have changed some printing preferences before and saved them as a set, you can recall them to avoid having to set them individually each time you need them.
6. A single on-screen button restores the default settings.

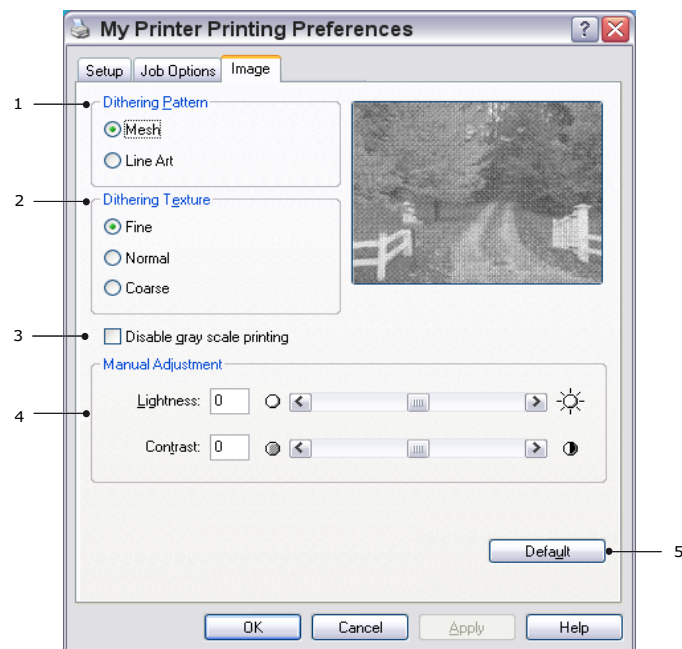
Job options tab



1. The output resolution of the printed page can be set as follows.
 - > The High Quality setting prints at 1200 x 1200dpi is the best option for printing vector objects such as graphics and text.
 - > The Normal setting prints at 600 x 600dpi and is suitable for most printing jobs.
 - > The Draft setting prints at 300 x 300dpi and is suitable for printing draft documents that contain mainly text. You can select Toner Saving to save toner for some print jobs.
2. Page orientation can be set to either portrait (tall) or landscape (wide). Both views can be rotated by 180 degrees.
3. You can print watermark text behind the main page image. This is useful for marking documents as draft, confidential, etc.

If you would like to print on special stationery, such as forms and letterhead, but do not want to use pre-printed stationery, you can create your own using Overlays. For more information on Overlays and Macros refer to [“Overlays and Macros \(Windows only\)” on page 44](#). The Overlays button also offers guidelines on how to carry out manual duplex printing.
4. In Raster (bitmap) mode, processing of the page image is done in the computer leaving little processing for the printer to do, although the file size may be large. In Vector mode, file sizes may be smaller and so transmission over a network, for example, may be faster. These effects are more pronounced for graphics printing than for text printing.
5. You can select up to 999 copies to print consecutively, although you will need to top up the paper tray during such a long print run.
6. Your printed pages can be scaled to fit larger or smaller stationery, within a range of 25% to 400% of the original size.
7. A single on-screen button restores the default settings.

Image tab

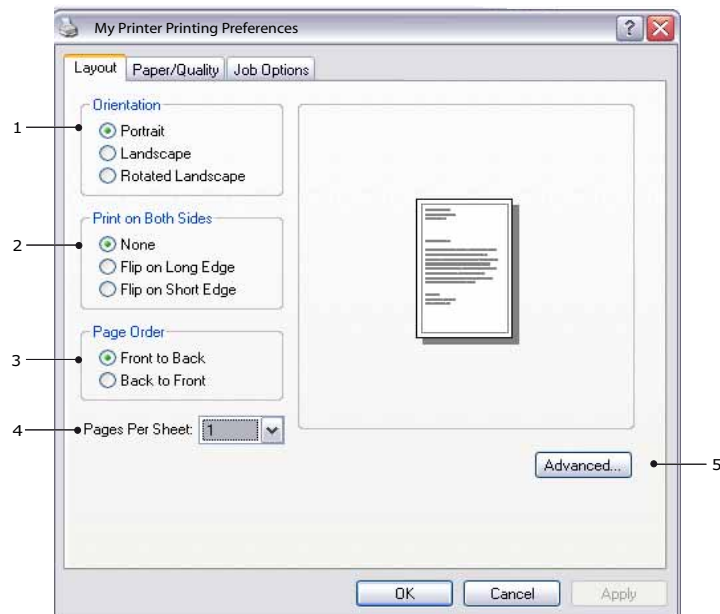


1. Dithering produces an intermediate greyscale by adjusting the combination of dots used in printing. Selecting a setting determines the degree of detail with which a graphics image will be printed. Mesh determines that a screen of dots is used for dithering while Line Art determines that an array of lines is used for dithering.
2. Select dithering texture by setting the size of dots used in the halftone screen.
3. Set this control to print greyscale effects in black without dithering. Select the check-box to disable greyscale printing or de-select the check-box to enable greyscale printing.
4. You can manually adjust lightness (the higher the setting the lighter the print) and contrast (the higher the setting the greater the contrast).
5. A single on-screen button restores the default settings.

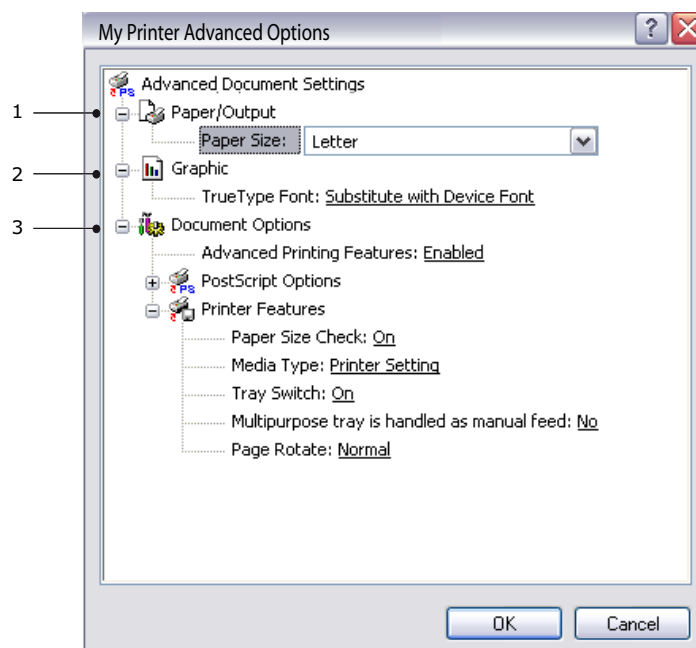
PS EMULATION

The tabs available are the **Layout Tab**, the **Paper/Quality Tab** and the **Job Options Tab**.

Layout tab

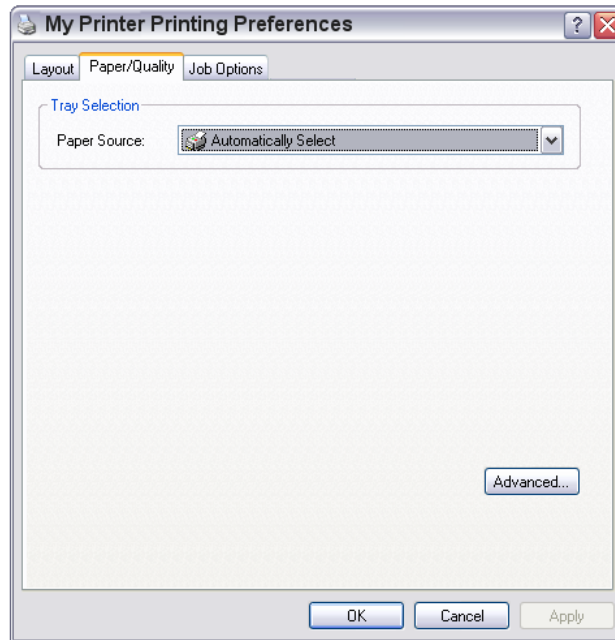


1. Page orientation can be set to portrait (tall), landscape (wide) or landscape rotated by 180 degrees.
2. Print on both sides (duplex printing) can be set to long edge or short edge of the document.
3. Printed page order can be set as front to back or back to front of the document.
4. Set the number of pages to be printed on a single sheet. You can also set it to print a booklet.
5. Click the **Advanced** button to be able to set further document options as follows:



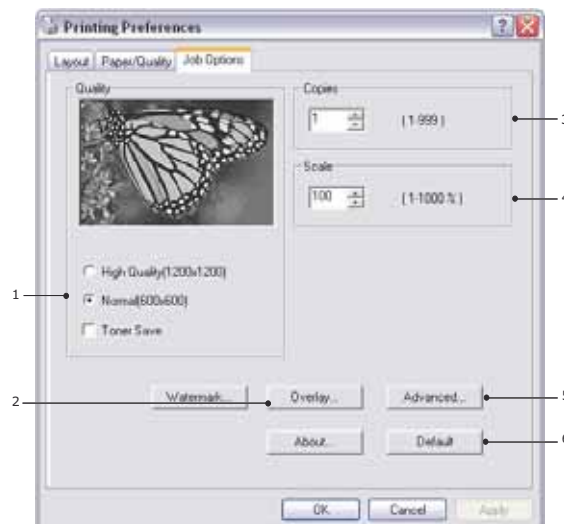
1. Select the required printed paper size.
2. You can substitute another font for TrueType Font.
3. You can set other document options as required, including PostScript options and printer features.

Paper/Quality tab



You can set the paper source or leave it as automatic selection and by using the **Advanced** button you have access to the same set of options as described above for the Layout Tab.

Job options tab



1. The output resolution of the printed page can be set as follows.
 - > The High Quality setting prints at 1200 x 1200dpi is the best option for printing vector objects such as graphics and text.
 - > The Normal setting prints at 600 x 600dpi and is suitable for most printing jobs. You can select Toner Saving to save toner for some print jobs.

2. You can print watermark text behind the main page image. This is useful for marking documents as draft, confidential, etc.

If you would like to print on special stationery, such as forms and letterhead, but do not want to use pre-printed stationery, you can create your own using Overlays. For more information on Overlays and Macros, refer to [“Overlays and Macros \(Windows only\)” on page 44](#). The Overlays button also offers guidelines on how to carry out manual duplex printing.

3. You can select up to 999 copies to print consecutively, although you will need to top up the paper tray during such a long print run.
4. Your printed pages can be scaled to fit larger or smaller stationery.
5. Using the **Advanced** button gives you access to the facility to set mirror image printing and negative image printing.
6. A single on-screen button restores the default settings.

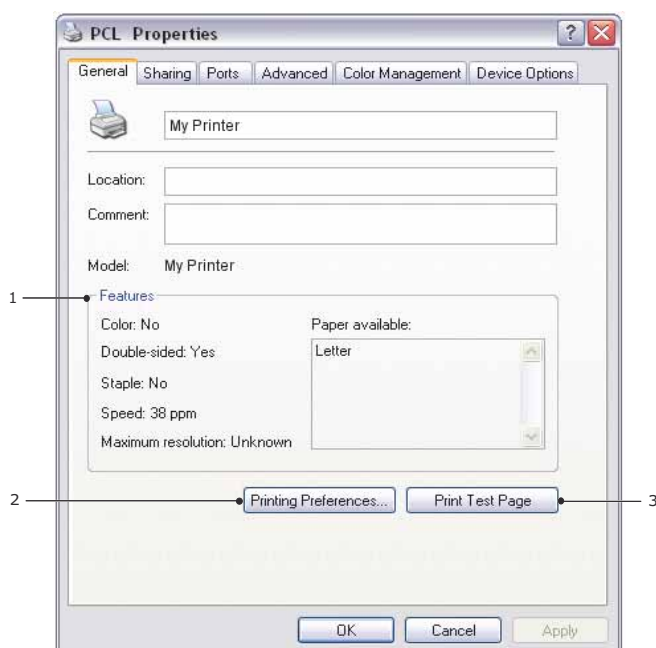
SETTING FROM WINDOWS CONTROL PANEL

When you open the driver properties window directly from Windows, rather than from within an application program, a somewhat more extensive range of settings is provided. Changes made here will generally affect all documents you print from Windows applications, and will be remembered from one Windows session to the next.

PCL emulation

The main tabs are the **General Tab**, **Advanced Tab** and **Device Options Tab**.

General tab



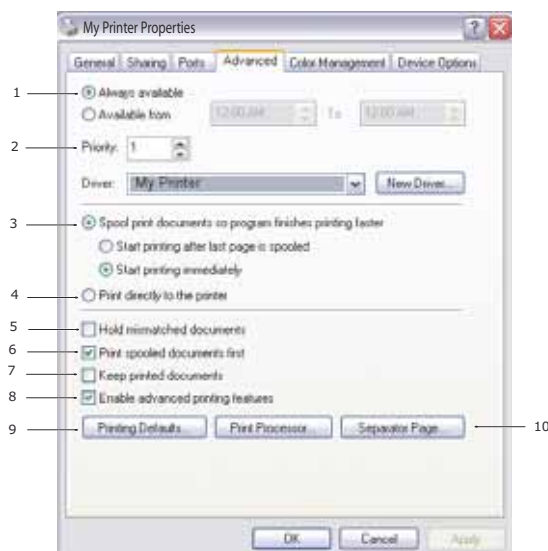
1. This area lists some of the main features of your printer, including optional items.
2. This button opens the same windows as described earlier for items which can be set from within application programs. Changes you make here, however, will become the new default settings for all Windows applications.

- This button prints a test page to ensure that your printer is working.

NOTE

The above features are provided by the Windows XP operating system and will vary with other operating systems.

Advanced tab



- You can specify which times of day your printer will be available.
- Indicates current priority, from 1 (lowest) to 99 (highest). Highest priority documents will print first.
- Specifies that documents should be spooled (stored in a special print file) before being printed. The document is then printed in the background, allowing your application program to become available more quickly. Options follow:

This specifies that printing should not start until the last page has been spooled. If your application program needs a lot of time for further computation in the middle of printing, causing the print job to pause for more than a short period, the printer could prematurely assume that the document has finished. Selecting this option would prevent that situation, but printing will be completed a little later, as the start is delayed.

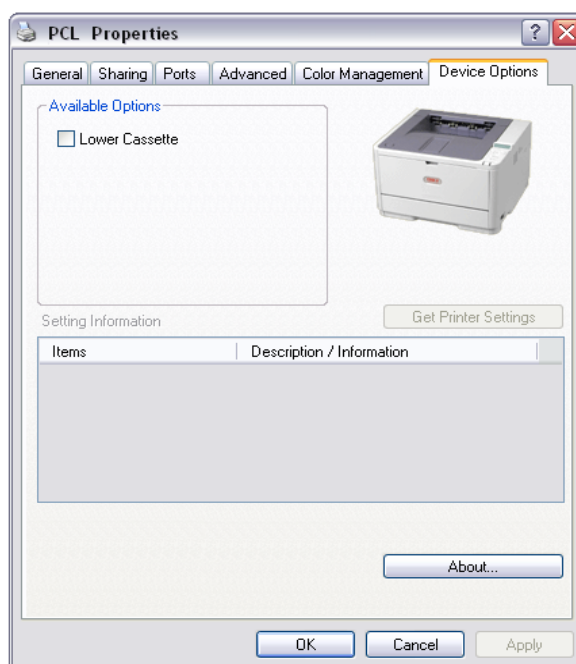
This is the opposite choice to the one above. Printing starts as soon as possible after the document begins spooling.
- This specifies that the document should not be spooled, but printed directly. Your application will not normally be ready for further use until the print job is complete. This requires less disk space on your computer, since there is no spool file.
- Directs the spooler to check the document setup and match it to the printer setup before sending the document to print. If a mismatch is detected, the document is held in the print queue and does not print until the printer setup is changed and the document restarted from the print queue. Mismatched documents in the queue will not prevent correctly matched documents from printing.
- Specifies that the spooler should favour documents which have completed spooling when deciding which document to print next, even if completed documents are lower priority than documents which are still spooling. If no documents have completed spooling, the spooler will favour larger spooling documents over shorter ones. Use this option if you want to maximise printer efficiency. When this option is disabled the spooler chooses documents based only on their priority settings.

7. Specifies that the spooler should not delete documents after they are completed. This allows documents to be re submitted to the printer from the spooler instead of printing again from the application program. If you use this option frequently it will require large amounts of disk space on your computer.
8. Specifies whether advanced features, such as pages per sheet, are available, depending on your printer. For normal printing keep this option enabled. If compatibility problems occur you can disable the feature. However, these advanced options may then not be available, even though the hardware might support them.
9. This button provides access to the same setup windows as when printing from applications. Changes made via the Windows Control Panel become the Windows default settings.
10. You can design and specify a separator page that prints between documents. This is particularly useful on a shared printer to help each user find their own documents in the output stack.

NOTE

The above features are provided by the Windows XP operating system and will vary with other operating systems.

Device options tab

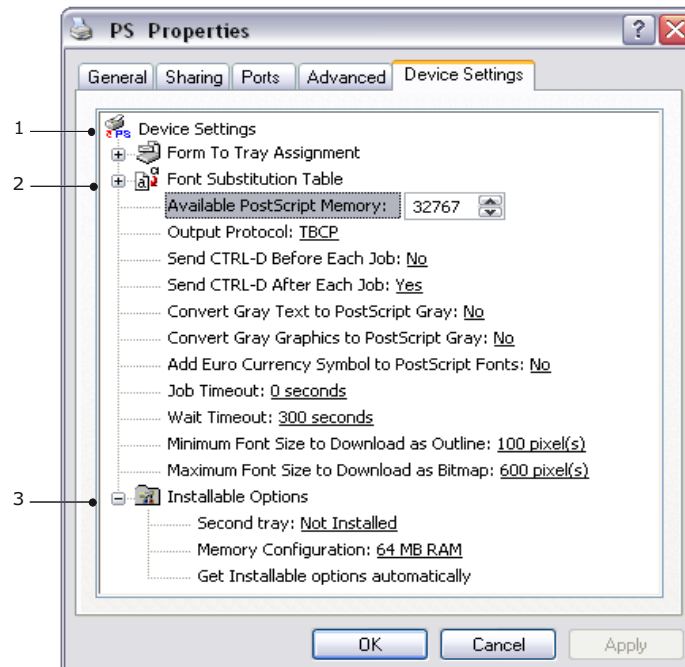


In this window you can select which optional upgrades are installed on your printer. See the chapter entitled "Installing options".

PS emulation

The main tabs are the **General Tab**, **Advanced Tab** and **Device Settings Tab**. The General and Advanced tabs are the same as for PCL emulation described earlier.

Device settings tab



1. You can set the desired paper sizes in each of the available paper feed trays.
2. You can make a variety of font settings depending on your application.
3. You can set which optional upgrades are installed on your printer. See the chapter entitled "Installing options".

PRINTER SETTINGS IN MACINTOSH

Refer to the readme file on the drivers DVD, and the online help provided in the driver software.

2-SIDED PRINTING

The duplex unit adds the function of two-sided printing, using less paper and making large documents easier to handle. It also enables booklet printing, which uses even less paper.

You can print using Auto Duplex or Manual Duplex function.

NOTE

The steps in the process relate to Windows XP PCL. Other operating system windows may appear slightly different, but the principles are the same.

AUTO DUPLEX PRINTING

This printer provides automatic two-sided printing only for Letter, A4, B5, Executive Legal 13, 13.5 and 14, using paper stocks from 60 - 122g/m².

To carry out Auto Duplex Printing:

1. Select **File > Print** and click the **Properties** button.
2. Select the input tray (Tray1, Tray2 (optional), Multi Purpose Tray) from the Source drop down.
3. In the Duplex printing drop down menu, select either Long Edge (Auto) or Short Edge (Auto) according to your printing preferences.
4. If you require further information, click the Duplex Help button.
5. Click the Print button.

MANUAL DUPLEX PRINTING USING THE PAPER TRAY (WINDOWS ONLY)

NOTE

Manual Duplex printing is available only for Windows PCL Driver.

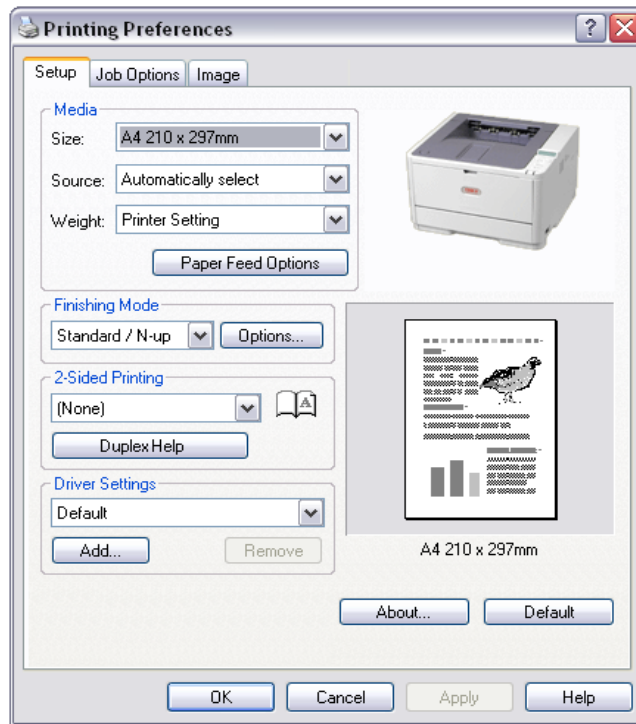
To carry out 2-sided, or Manual Duplex Printing you must pass paper through the printer twice. You can carry out 2-sided printing using the Paper Tray or the Multi Purpose Tray. You can use A4, A5, A6, B5, Letter, Legal 13, 13.5 and 14, Statement, Executive and Custom paper sizes, using paper stocks from 60 - 122g/m².

NOTE

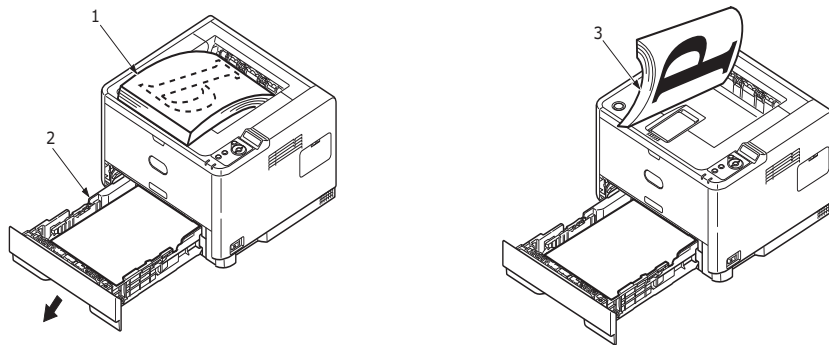
- > *You cannot use A6 paper size for printing from Tray 2 (option).*
 - > *You can print on Legal 13.5 paper only from Tray1, optional Tray2 and when using Auto Duplex function.*
-

1. Ensure that there is enough paper in the Paper Tray to carry out the print job.
2. Select **File > Print** and click the **Properties** button.
3. Select **Tray1** from the Source drop down.

- In the 2-sided printing drop down menu, select either **Long Edge (Manual)** or **Short Edge (Manual)** according to your printing preferences. If you require further information, click the **Duplex Help** button. Then, Click the **Print** button.

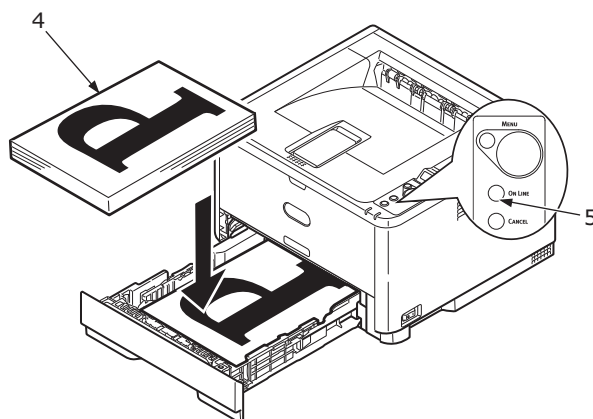


- Every second page (1) of your document is printed first. When this is complete, a message appears on screen prompting you to take the paper, flip it and replace it in the Paper Tray.



- Open the Paper Tray (2).

7. Take the printed paper from the Output Stacker (3) and place it in the Paper Tray, ensuring that the printed side is facing up and the bottom of the page facing into the printer (4).



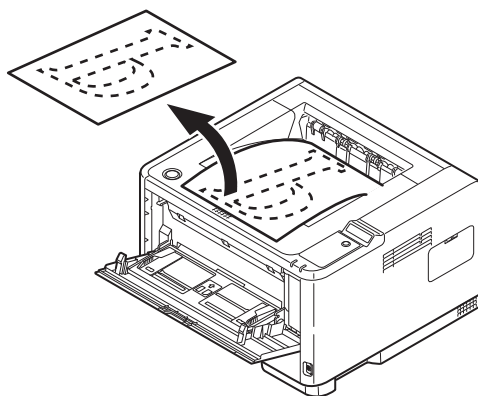
8. Close the Paper Tray and press the **Online** (5) button. The message window should disappear from your screen and the document finishes printing the remaining pages of your document.

NOTE

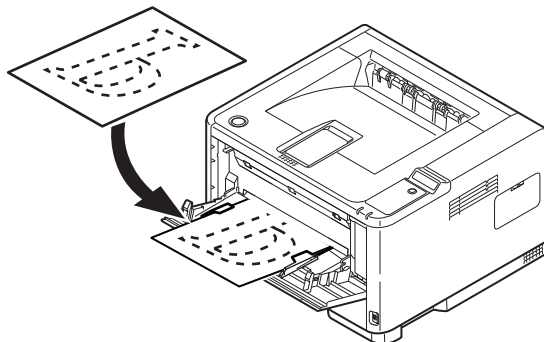
You must press the Online button to start the printing for other side. The default time is set to one minute, failing which, the data is deleted and not printed.

MANUAL DUPLEX PRINTING

1. Position the paper guides on the Multi Purpose Tray according to the paper size.
2. Place paper one sheet at a time in the Multi Purpose Tray. The paper is automatically gripped in position.
3. Select **File > Print** to display the Print dialog box.
4. Click the **Properties** button.
5. Select the **Multi Purpose Tray** from the Source drop down.
6. On the 2-sided printing drop down menu, select either **Long Edge (Manual)** or **Short Edge (Manual)** according to your printing preferences. If you require further information, click the **Duplex Help** button.
7. When every second page has printed, take the paper from the output stacker.



8. Set the paper one page at a time in the Multi Purpose Tray with the printed side facing down and the top of the page facing into the printer. Ensure that the paper is gripped in place.



9. Press the **Online** button. The remaining pages of your document print on the blank side of the paper, one sheet at a time as you feed it into the Multi Purpose Tray.

OVERLAYS AND MACROS (WINDOWS ONLY)

WHAT ARE OVERLAYS AND MACROS?

If you would like to print on special stationery, such as forms and letterhead, but do not want to use pre-printed stationery, you can create your own using these advanced features.

You can use PostScript overlays to generate all your special stationery and store it in the printer for use whenever you need it. If you have chosen to install the PCL driver, macros perform a similar function.

You can create several overlays or macros, and combine them in any way you like to produce a variety of forms and other special stationery. Each image can be printed on just the first page of a document, on all pages, on alternate pages, or just the pages that you specify.

CREATING POSTSCRIPT OVERLAYS

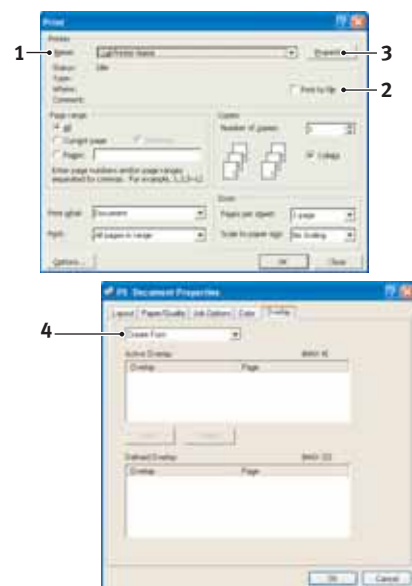
Three steps are required to create an overlay:

1. Create the form data using your own application software and print it to a printer (.PRN) file.
2. Use the Storage Device Manager utility software supplied on DVD with your printer to create a "project file," import the .PRN file(s), and download the generated filter (.HST) file to the printer. The project file will contain one or more overlay images which are functionally related, such as the cover page and the continuation page images for business letters.
3. Use downloaded files to define your overlays ready for use when printing your documents.

When printing overlay files to disk, do not select any special features, such as two-sided printing or multiple copies. These are not appropriate to overlays, they apply only to your final documents.

CREATING THE OVERLAY IMAGE

1. Use your preferred application, perhaps a graphics program, to create the required overlay image and save it.
2. Open your application's **Print...** dialogue.
3. Make sure that the selected printer name (1) is that of your PostScript printer driver.
4. Select the **Print To File** (2) option.
5. Click the **Properties** button (3) to open the Document Properties window.
6. On the Overlay tab, choose **Create Form** from the drop-down list (4).
7. Click **OK** to close the Document Properties window.
8. Click **OK** again to close the Print dialogue.
9. When prompted for a print file name, enter a meaningful name with the extension .PRN.
10. Close your application.



CREATE AND DOWNLOAD THE PROJECT

1. From the Windows **Start** menu, start **Storage Device Manager** (SDM) and allow SDM to discover the printer.
2. Choose **Projects > New Project**.
3. Choose **Projects > Add File to Project**.
4. Set the **Files of Type** drop-down list to **PRN Files(*.prn)**.
5. Navigate to the folder where the .PRN files are stored and select one or more of these to include in your overlay set.

You can have more than one printer (.PRN) file in a project. For example, one for top pages and another for continuation pages. Use standard Windows techniques (Shift or Ctrl keys) to select multiple files simultaneously if you need to.

6. Click **Open** to add these files to the current project.
7. When a message box appears confirming that a filter file has been created, click **OK** to clear the message.
8. The project window will display one .HST file for each printer file added. Make a careful note of each of these names. Ensure that you note them *exactly* as they appear, they are case sensitive, and you will need them later.
9. Choose **Projects > Save Project** and enter a meaningful name (e.g. "Letter Stationery") so that you can recognise it later if you want to modify it.
10. Choose **Projects > Send Project Files to Printer** to download the project to the printer.

If you have a hard disk in the printer, SDM will automatically download files to it. If not, SDM will download files to flash memory. If you have a hard disk but still prefer to download to flash memory, double-click the file name in the Project window and under **Volume**, type in **%Flash0%** and then click **OK**.

11. When the message "Command Issued" appears confirming that the download is complete, click **OK** to clear the message.

TEST PRINTING THE OVERLAY

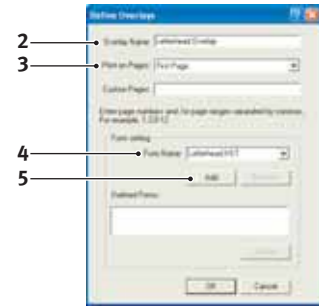
1. Click on the printer icon for the relevant printer and choose **Printers→Test Form**.
2. In the Test PostScript Form window, to test each overlay select it and click **OK**. There will be a short pause while the printer processes the form, and then it will print.
3. When each overlay has been tested, click **Exit**.
4. Click the standard Windows **Close (X)** button, or choose **Projects > Exit** to close Storage Device Manager.

DEFINING OVERLAYS

This is the final step before the new overlays are ready for use.

1. Open the Printers (called "Printers and Faxes" in Windows XP) window via the **Start** menu or the Windows Control Panel.
2. Right-click on the Relevant PostScript printer icon and choose **Printing Preferences** from the pop-up menu.
3. On the **Overlay** tab, click the **New** button.

- In the **Define Overlays** window, enter a suitable name (2) for this overlay and choose which page(s) (3) of your documents will use this overlay.



- Enter the name of the overlay file (4) *exactly* as it appeared in the Storage Device Manager project window. Remember that this name is case sensitive.

If you forgot to note the overlay names when you created them, you can find them using Storage Device Manager to view the project file, or the printer's Information Menu to print a file list and identify them from there.

- Click **Add** (5) to add this overlay into the defined overlays list.
- Click **OK** to close the Define Overlay window.

The new overlay now appears in the Defined Overlays list in the printer properties window.

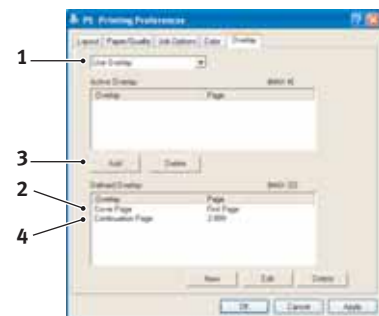
- Repeat the above procedure if you wish to define more overlays.
- When done, click **OK** to close the printer properties window.

Your new overlays are now ready and available to be used for any future documents you wish.

PRINTING WITH POSTSCRIPT OVERLAYS

Once you have defined your overlays you are ready to use them for any documents you wish. The example illustrated here uses two overlays for business letters. The first prints on just the top page, and the second prints on any or all subsequent pages.

- Prepare your document in the normal way using your own application software. Remember, if necessary, to format the document so that it will fit within the appropriate space.
- Open your application's **Print...** dialogue and choose any options you will require, ensuring that the target printer is your PostScript printer driver in which the overlays have been defined.
- Click the **Properties** button to open the Printing Preferences window.
- On the Overlays tab, choose **Use Overlay** from the drop-down list (1).
- Click on the first overlay (2) you wish to use. In this example it is the Cover Page overlay. Then click the **Add** button (3).
- If you want to use another overlay, in this case it is the Continuation page, click the second overlay (4) and then click the **Add** button (3) again.
- When you have selected all the overlays you want to use for this document, click **OK**.
- Finally, in your application's print dialogue, click **OK** to begin printing.



CREATING PCL OVERLAYS

Three steps are required to create an overlay:

1. Create the form data using your own application software and print it to a printer (.PRN) file.
2. Use the Storage Device Manager utility software supplied on DVD with your printer to create a "project file," import the .PRN file, and download the generated filter (.BIN) files to the printer.
3. Use downloaded files to define your overlay ready for use with any future document.

When printing files to disk, do not select any special features, such as two-sided printing or multiple copies. These are not appropriate to macros, they apply only to your final documents.

CREATING THE OVERLAY IMAGE

1. Use your preferred application, perhaps a graphics program, to create the required image and save it.
2. Open your application's **Print...** dialogue.
3. Make sure that the selected printer name (1) is that of your PCL printer driver.
4. Select the **Print To File** (2) option.
5. When prompted for a print file name, enter a meaningful name with the extension .PRN .
6. Close your application.



CREATE AND DOWNLOAD MACROS

1. From the Windows **Start** menu, start **Storage Device Manager** (SDM) and allow SDM to discover the printer.
2. Choose **Projects > New Project** to start a new project.
3. Choose **Projects > Filter Macro File**. The Filter Printer Patterns dialogue box appears. Make any adjustments in the settings that you need and then click **OK**.

Example: If you create a black oval in MS Paint and leave all the colour command filters checked, the black oval will print as a black rectangle when the overlay is used. To maintain the oval shape, turn off (deselect) the "Configure Image Data," "Palette ID" and "Palette Control" filters.

4. Set the **Files of Type** drop-down list to **PRN Files (*.prn)**.
5. Navigate to the folder where the overlay .PRN files are stored and select one or more of these to include in your overlay set.

You can have more than one macro file in a project. For example, one for top pages and another for continuation pages. Use standard Windows techniques (Shift or Ctrl keys) to select multiple files simultaneously if you need to.

6. Click **Open** to add these files to the current project. (You can also drag and drop files from Windows Explorer directly into the project window if you prefer.) When a message box appears confirming that a filter file has been created, click **OK** to clear the message.
7. The project window will display one .BIN file for each printer file added. Make a careful note of the name and ID number for each of the files. You will need them later.

If you wish to edit the names or ID numbers, double-click the file entry and edit the details.

Note that the names are case sensitive.

8. Choose **Projects > Save Project** and enter a meaningful name (e.g. "Letter Stationery") so that you can recognise it.
9. Choose **Projects > Send Project Files to Printer** to download the project to the printer.
10. When the message "Command Issued" appears confirming that the download is complete, click **OK** to clear the message.

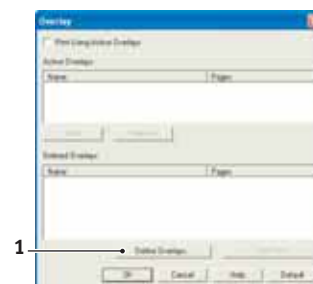
TEST PRINTING THE MACRO

1. Choose **Printers > Test Macro**.
2. In the Test Macro window, enter its ID number and click **OK**. After a short pause the printer will print the macro.
3. When each macro has been tested, click **Exit**.
4. Click the standard Windows **Close (X)** button, or choose **Projects > Exit** to close Storage Device Manager.

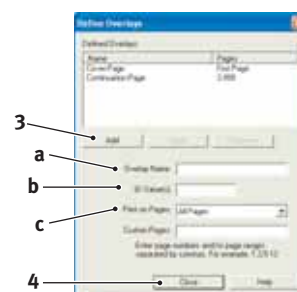
DEFINING OVERLAYS

This is the final step before the new overlays are ready for use.

1. Open the Printers (called "Printers and Faxes" in Windows XP) window via the **Start** menu or the Windows Control Panel.
2. Right-click on the Relevant PostScript printer icon and choose **Printing Preferences** from the pop-up menu.
3. On the Job Options tab, click the **Overlay** button.
4. In the Overlay window, Click the **Define Overlays button** (1).



5. In the Define Overlays window, enter the **name** (a) and **ID** (b) of the required overlay, and define which **page(s)** (c) of your documents will use this overlay. Then click the **Add button** (3) to add this overlay to the list of defined overlays. Repeat for any other related overlays. When done, click the **Close button** (4) to close the window.



The example illustrated shows two overlays defined, one for a cover page and one for continuation pages.

Remember that names and IDs of overlay files must be entered *exactly* as they appeared in the Storage Device Manager project window. Remember also that names are case sensitive.

If you forgot to note the overlay name or ID when you created them, you can find them using Storage Device Manager to view the project file, or the printer's Information Menu to print a file list and identify them from there.

The new overlays will now appear in the Defined Overlays list in the printer properties window.

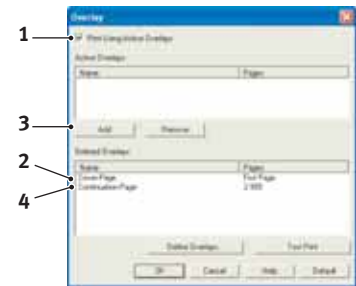
6. When done, click **OK** to close the printing preferences window.

Your new overlays are now ready and available to be used for any future documents you wish.

PRINTING WITH PCL OVERLAYS

Once you have defined your overlays you are ready to use them for any documents you wish. The example illustrated here uses two overlays for business letters. The first prints on just the top page, and the second prints on any or all subsequent pages.

1. Prepare your document in the normal way using your own application software. Remember, if necessary, to format the document so that it will fit nicely within the plain areas on your letterhead overlay.
2. Open your application's **Print...** dialogue and choose any options you will require, ensuring that the target printer is your PCL printer driver in which the overlays have been defined.
3. Click the **Properties** button to open the Printing Preferences window.
4. On the Overlay tab, check the **Use active overlays** checkbox (1).
5. In the Defined Overlays list, click on the first overlay (2) you wish to use, and click the **Add** button (3) to add it to the Active Overlays list. (If you want a reminder of how this overlay looks, click the **Test Print** button.)
6. If you want to use another overlay with this document, in this example it is the "Continuation Page" overlay, click this overlay (4) in the list of defined overlays, and then click the **Add** button (3) again to add the second overlay to the list of active overlays.
7. When the list of active overlays contains all the items you want to use, click **OK**.
8. Finally, click the **Print** button in your application's Print dialogue to begin printing your document.



CONSUMABLES AND MAINTENANCE

This section deals with the replacement of the toner cartridge and image drum and general maintenance.

WHEN TO REPLACE THE TONER CARTRIDGE

When the toner is running low, TONER LOW is displayed in the operator panel LCD. After Toner Low displays, the printer will print about 100 more pages then display Toner Empty and stop printing. Printing will resume after a new toner cartridge has been installed.

REPLACING THE TONER CARTRIDGE

WARNING!

- > **Never expose a toner cartridge to an open flame. It can cause an explosion and you can be burned.**
- > **Be sure to switch off and unplug the machine before accessing the interior of a machine for cleaning, maintenance or fault clearance. Access to a live machine's interior can cause electric shock.**

It is recommended that you clean the LED array at the same time as you change the toner cartridge.

The toner used in this printer is a very fine dry powder contained in the toner cartridge.

Have a sheet of paper handy so that you have somewhere to place the used cartridge while you install the new one.

Dispose of the old cartridge responsibly, inside the pack that the new one came in. Follow any regulations, recommendations, etc., which may be in force concerning waste recycling.

If you do spill any toner powder, lightly brush it off. If this is not enough, use a cool, damp cloth to remove any residue. *Do not use hot water, and never use solvents of any kind. They will make stains permanent.*

WARNING!

If you inhale any toner or get it in your eyes, drink a little water or bathe your eyes liberally in cold water. Seek medical attention immediately.

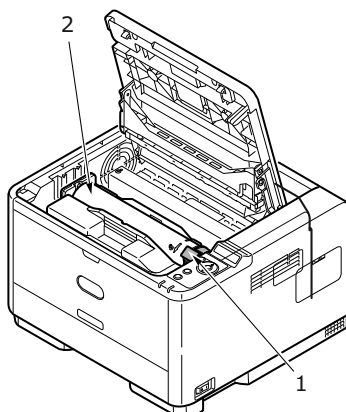
1. Switch off the printer and allow the fuser to cool for about 10 minutes before opening the top cover.

WARNING!

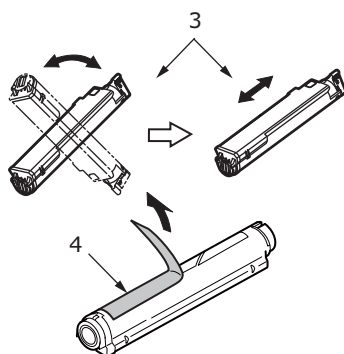
If the printer has been powered on, the fuser may be hot. This area is clearly labelled. Do not touch.

2. Press the top cover release button and open the printer's top cover fully.

3. Pull the coloured lever (1) on the right side of the toner cartridge towards the front of the printer (unlock position) to close the cartridge then remove the used toner cartridge (2).

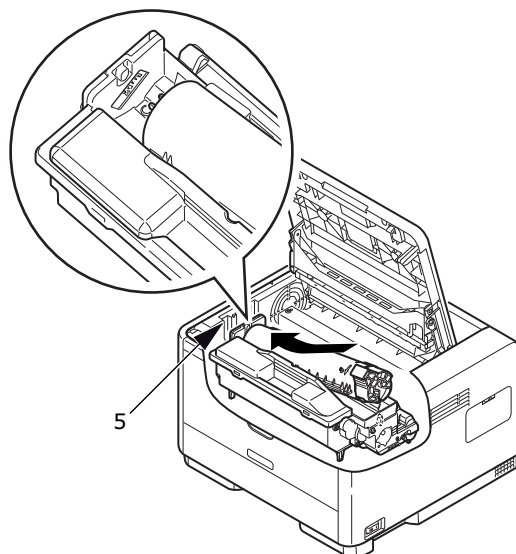


4. Clean the top of the ID unit with a clean, lint free cloth.
5. Put the cartridge down gently onto a piece of paper to prevent toner from marking your furniture.
6. Remove the new cartridge from its box but leave its wrapping material in place for the moment.
7. Gently shake the cartridge (3) from end to end several times to loosen and distribute the toner evenly inside the cartridge.

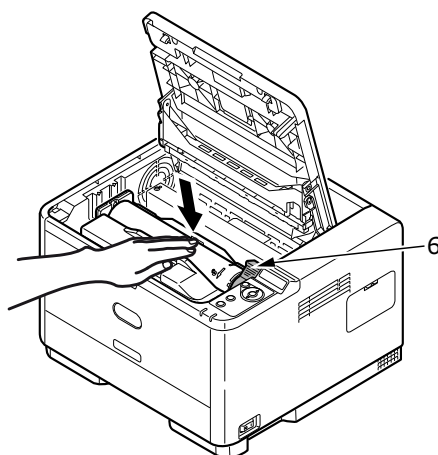


8. Remove the wrapping material and peel off the adhesive tape from the underside of the cartridge (4).
9. Holding the cartridge by its top centre with the coloured lever to the right, lower it into the printer over the image drum unit from which the old cartridge was removed.

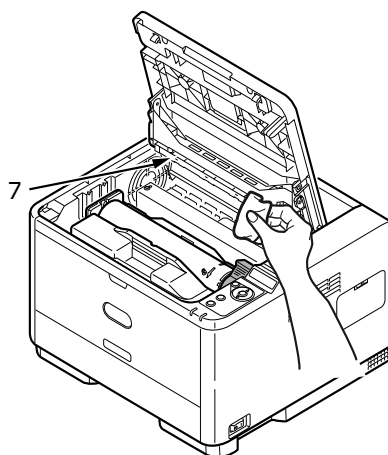
- 10.** Insert the left end of the cartridge into the top of the image drum unit first (5), push it against the pins on the drum unit, then lower the right end of the cartridge down onto the image drum unit.



- 11.** Pressing gently down on the cartridge to ensure that it is firmly seated, push the coloured lever towards the rear of the printer (lock position) (6). This will lock the cartridge into place and release toner into the image drum unit.



- 12.** Gently wipe the LED array surface (7) with a soft tissue.



- 13.** Close the top cover and press it down to latch it closed.

WHEN TO REPLACE THE IMAGE DRUM

When the drum reaches 90% of its life, a **REPLACE IMAGE DRUM** message is displayed in the operator panel LCD. Change the image drum when the print becomes faint or begins to deteriorate.

REPLACING THE IMAGE DRUM

WARNING!

- > **Never expose a image drum to an open flame. It can cause an explosion and you can be burned.**
- > **Be sure to switch off and unplug the machine before accessing the interior of a machine for cleaning, maintenance or fault clearance. Access to a live machine's interior can cause electric shock.**

NOTE

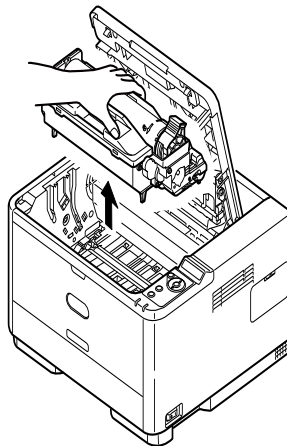
It is recommended that you change the toner cartridge and clean the LED array at the same time as you change the image drum.

1. Press the cover release and open the printer's top cover fully.

WARNING!

If the printer has been powered on, the fuser may be hot. This area is clearly labelled. Do not touch.

2. Holding it by its top centre, remove the used image drum and toner cartridge, out of the printer.



- Put the assembly down gently onto a piece of paper to prevent toner from marking your furniture and to avoid damaging the green drum surface.

CAUTION!

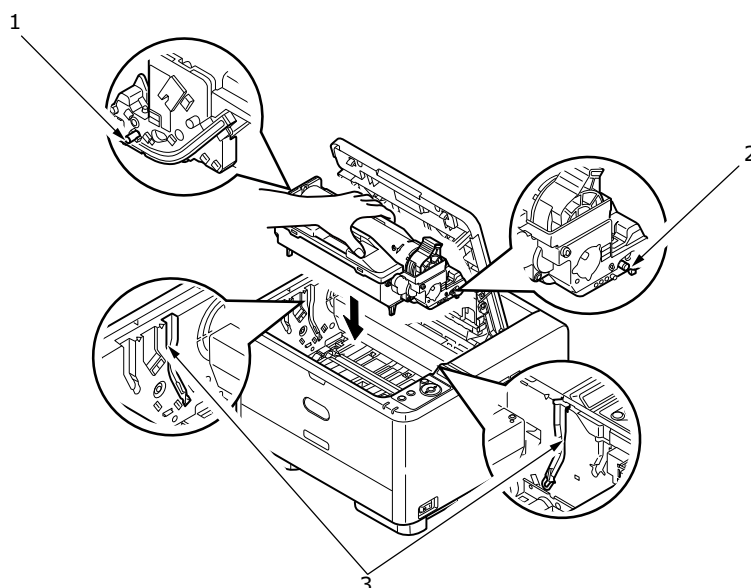
The green image drum surface at the base of the ID unit is very delicate and light sensitive. Do not touch it and do not expose it to normal room light for more than 5 minutes. If the drum unit needs to be out of the printer for longer than this, please wrap the cartridge inside a black plastic bag to keep it away from light. Never expose the drum to direct sunlight or very bright room lighting.

- With the coloured toner release lever to the right, pull the lever towards you. This will release the bond between the toner cartridge and the image drum unit.
- Lift the right-hand end of the toner cartridge and then draw the cartridge to the right to release the left-hand end, and withdraw the toner cartridge out of the image drum cartridge. Place the cartridge on a piece of paper to avoid marking your furniture.
- Take the new image drum cartridge out of its packaging and place it on the piece of paper where the old cartridge was placed. Keep it the same way round as the old unit. Pack the old cartridge inside the packaging material for disposal.

NOTE

Follow instructions that come with the new image drum for additional information such as the removal of packaging material etc.

- Place the toner cartridge onto the new image drum cartridge. Push the left end in first, and then lower the right end in.
- Push the coloured release lever away from you to lock the toner cartridge onto the new image drum unit and release toner into it.
- Holding the complete assembly by its top centre, lower it into place in the printer locating the pegs (1 & 2) at each end into their slots in the sides of the printer cavity (3).



- Gently wipe the LED array surface with a soft tissue.
- Close the top cover and press it down to latch it closed.

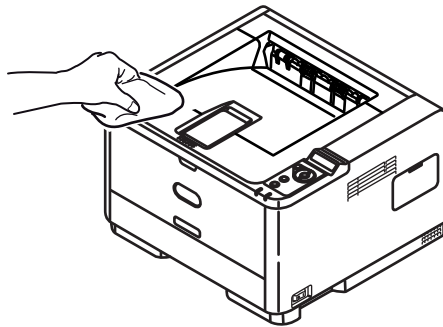
CLEANING

CAUTION!

Use a clean, moist, lint-free cloth for cleaning. Do not use benzine, thinners or alcohol as a cleaning agent.

...THE UNIT CASING

1. Switch the printer off.
2. Wipe the unit surface with a soft cloth moistened sparingly with water or neutral detergent.



3. Use a soft dry cloth to dry the unit surface.

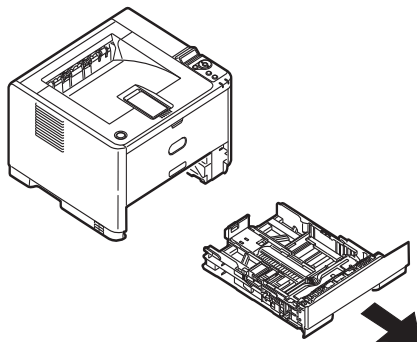
...THE PAPER FEED ROLLERS

CAUTION!

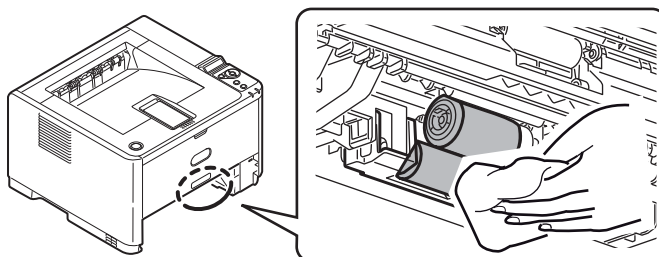
Use a clean, moist, lint-free cloth for cleaning. Do not use benzine, thinners or alcohol as a cleaning agent.

Clean the paper feed rollers if paper jams frequently occur.

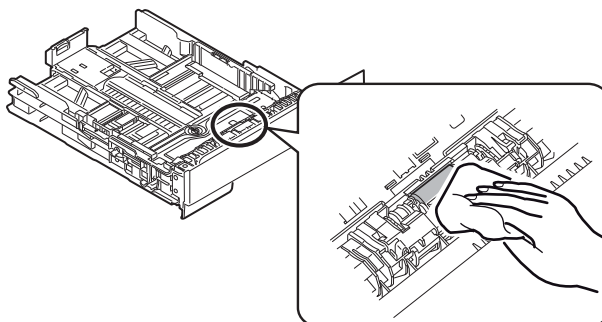
1. Switch the printer off.
2. Remove the paper tray from the printer.



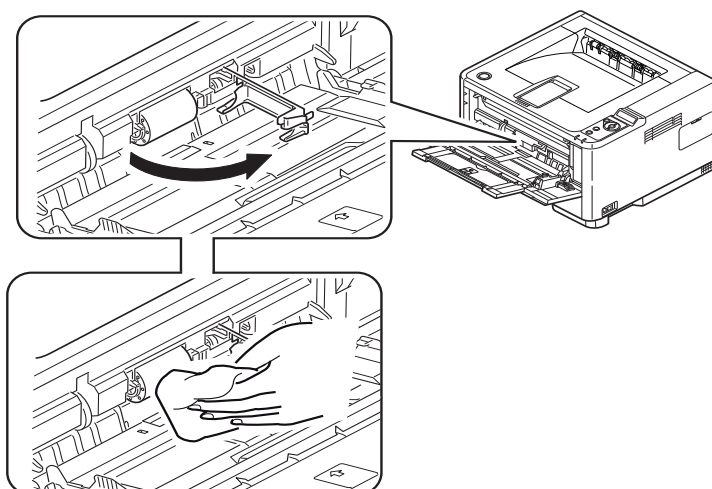
3. Gaining access through the gap left by paper tray, wipe the feed rollers with a clean, lint-free cloth moistened with water.



4. Wipe the feed roller on the paper tray.



5. Replace the paper tray.
6. Open the Multi Purpose Tray.
7. Press the tab to open the roller assembly cover and wipe the feed rollers.



Close the roller assembly cover.

8. Close the Multi Purpose Tray.

...THE LED HEAD

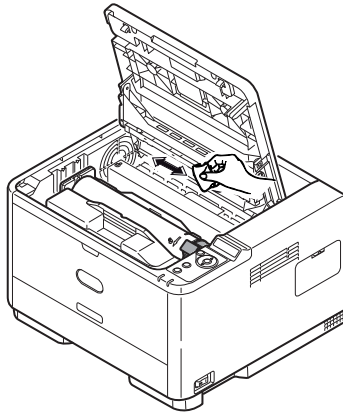
CAUTION!

Do not use methyl alcohol or other solvents on the LED head as damage to the lens surface will occur.

Clean the LED array whenever a new toner cartridge is installed or if there are faded vertical areas or light printing down a page.

There is no need to switch off the printer to clean the lens.

1. Press the cover release and open the printer's top cover fully.
2. Gently wipe the LED head surface with a clean, lint free cloth.



3. Close the top cover and press it down to latch it closed.

TROUBLESHOOTING

STATUS AND ERROR MESSAGES

Your printer has been designed to give you helpful status feedback not only during normal operation but also if a printing problem occurs so that you can take appropriate corrective action.

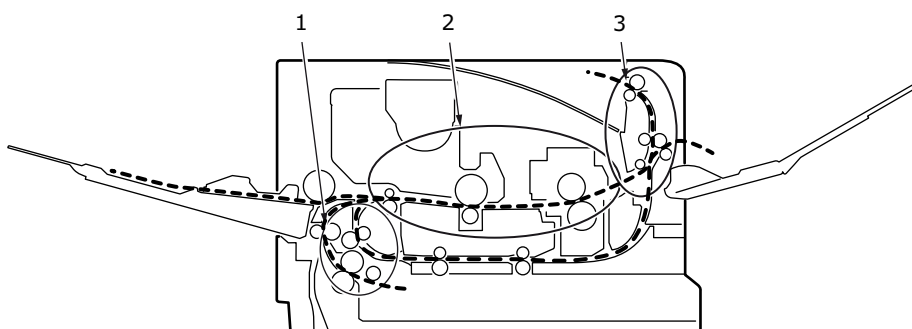
The LCD on the printer operator panel provides the self-explanatory status and error messages in your chosen language. Error messages are accompanied by the Ready indicator being extinguished.

PAPER JAMS

Provided that you follow the recommendations in this guide on use of print media, and you keep the media in good condition prior to use, your printer should give years of reliable service. However, paper jams occasionally do occur, and this section explains how to clear them quickly and simply.

Jams can occur due to paper misfeeding from a paper tray or at any point on the paper path through the printer. When a jam occurs, the printer immediately stops, and the operator panel informs you of the event. If printing multiple pages (or copies), do not assume that having cleared an obvious sheet that others will not also be stopped somewhere along the path. These must also be removed in order to clear the jam fully and restore normal operation.

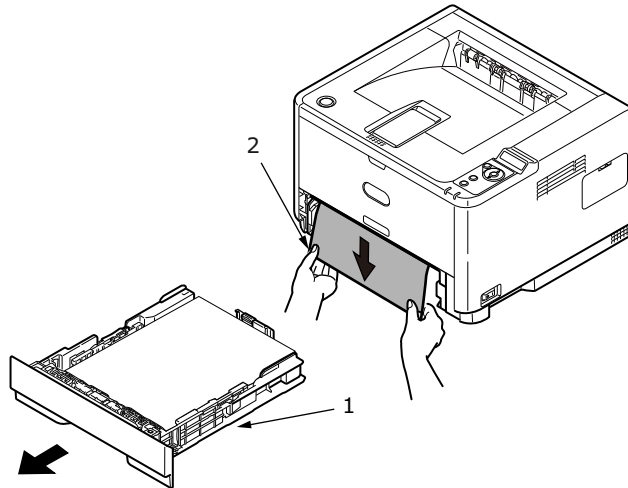
The printer may experience a paper jam in one of three areas.



1. **INPUT JAM** - paper has failed to leave the selected feed tray and enter the internal paper path of the printer. A typical message indicates a paper jam and identifies the tray to check.
2. **FEED JAM** - paper has entered the printer but failed to reach the exit. A typical message indicates a paper jam and advises you to open the top cover for access.
3. **EXIT JAM** - paper has reached the exit but has failed to exit completely from the printer. A typical message indicates an exit jam and advises you to open the top cover for access.

INPUT JAM

1. Remove the paper tray from the printer (1).
2. Remove any crumpled or folded paper.
3. Remove any paper from the underside of the printer (2).



4. Replace the paper tray.

After successful removal of any damaged or misfed paper, the printer should continue printing.

FEED JAM OR EXIT JAM

1. Remove the tray and clear any misfed sheets as given above.
2. Press the cover release and open the printer's top cover.

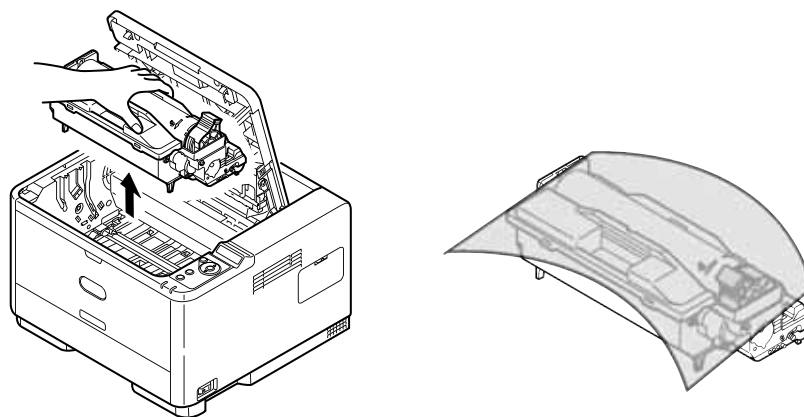
WARNING!

If the printer has been powered on, the fuser area will be hot. This area is clearly marked. Do not touch it.

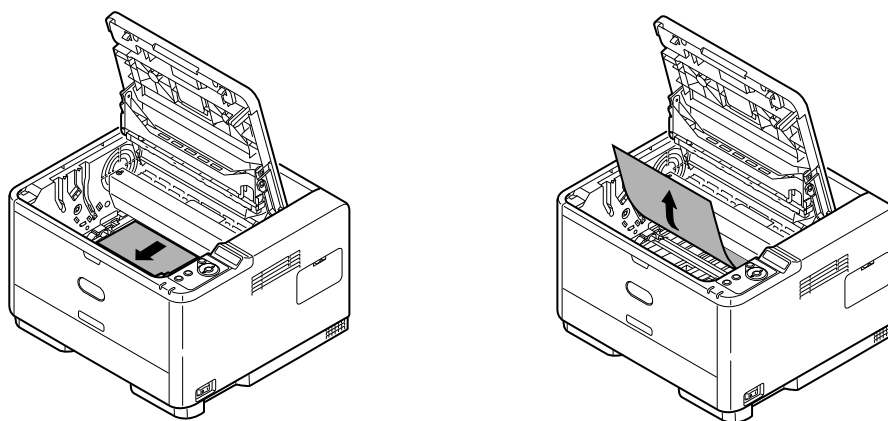
CAUTION!

Never expose the image drum unit to light for more than 5 minutes. Never expose the image drum unit to direct sunlight. Always hold the image drum unit by the ends or from the top. Never touch the surface of the green drum inside the image drum unit.

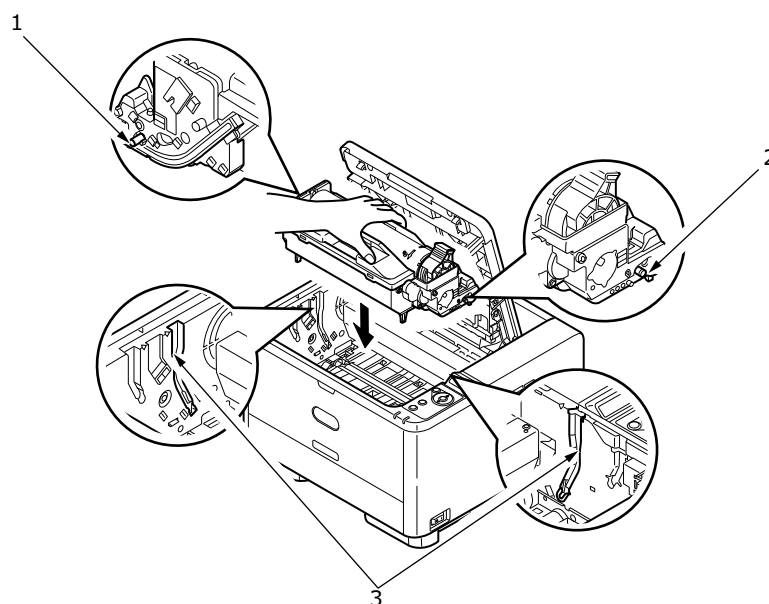
- Carefully lift out the image drum, complete with the toner cartridge. Be careful not to touch or scratch the green drum surface.



- Remove any jammed sheets from the paper path.

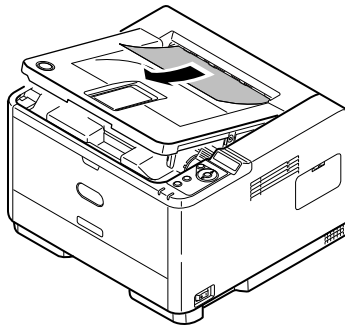


- Re-install the image drum complete with toner cartridge, ensuring that the pegs (1 & 2) correctly locate into the slots on each side of the printer (3).



- Lower the top cover but do not press down to latch it closed yet. This will protect the drum from excessive exposure to room lighting, while you check the remaining area for jammed sheets.

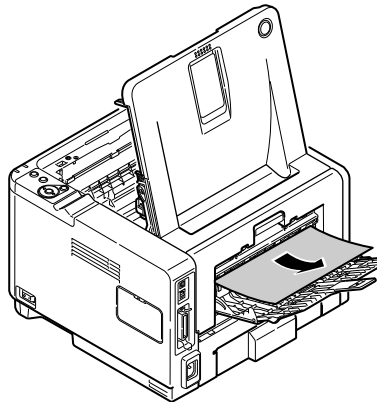
7. Remove any jammed paper from the face down stacker.



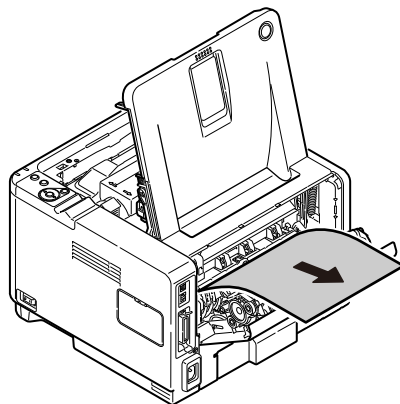
NOTE

If the edge of the jammed paper protrudes (or can be seen) from the exit, reinstall the image drum, close the top cover and switch the printer on. Remove the jammed paper from the exit when the exit roller begins rotating after a few seconds after switching on. However, if the jammed paper cannot be removed, contact a service representative.

8. Remove any jammed paper from the face up stacker.



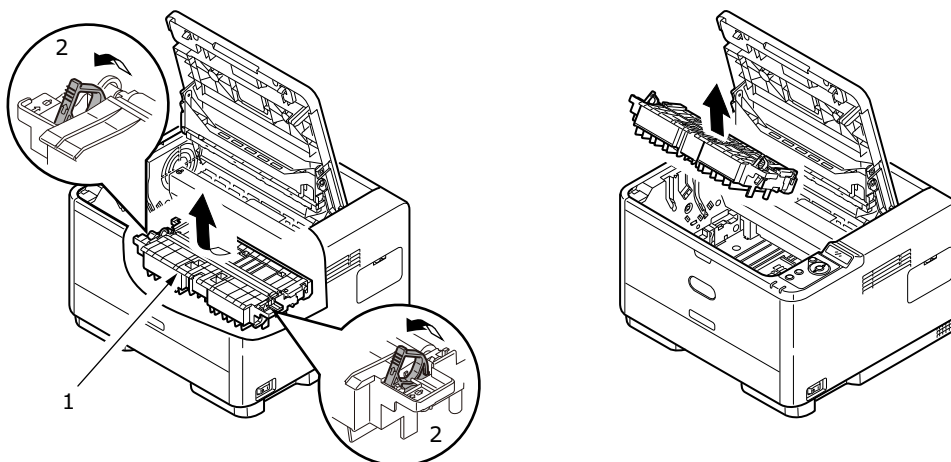
9. Open the rear cover and check for paper in the rear path.
> Pull out any paper found in this area.



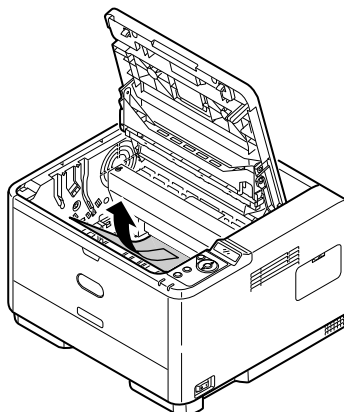
- > Close it once the paper is removed from this area.

10. Check for paper jam in duplex unit.

- > Remove the Image Drum as described in step 3., then, remove the Duplex unit (1) by raising the coloured handles (2) on each side, and then by holding the handles and gently lifting it out.



- > Remove any paper and replace the duplex unit.

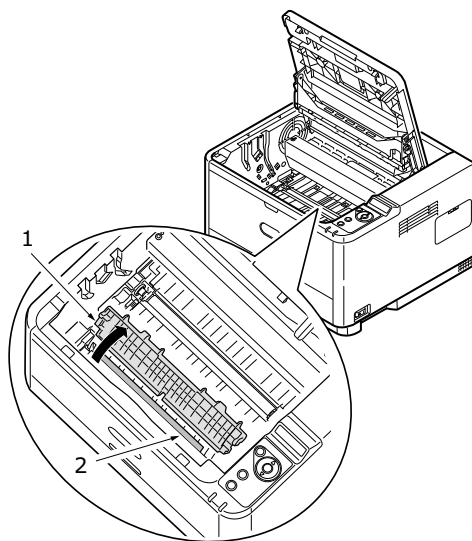


- > Re-install the image drum as described in step 5.

11. Check for paper jam under the Paper Guard.

- > Remove the Image Drum as described in step 3.

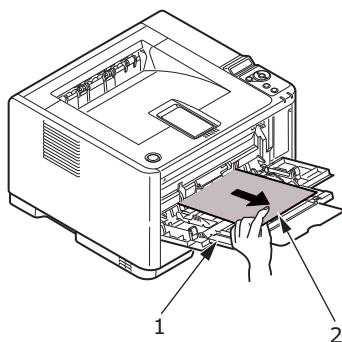
- > Raise the Paper Guard (1) and remove the paper. Lower the Paper Guard back into position.



- > Re-install the image drum as described in step 5.

12. Open the Multi Purpose Tray (1).

- > Remove any paper that you find (2), and then close the tray.



13. Close the top cover and press down to latch it closed.

14. The printer will warm up and commence printing when ready. The page lost through the jam will normally be reprinted.

PRINT QUALITY PROBLEMS

Before consulting a service representative regarding a print quality problem, check the table below to see if there is a solution, or something you might have overlooked.

SYMPTOM	PROBLEM	SOLUTION
Blank sheets printed.	Image drum cartridge not properly installed.	Reinstall image drum cartridge.
	Empty or missing toner cartridge.	Install new toner cartridge.
Entire page prints faintly.	Empty toner cartridge. Pages get fainter when toner is used up.	Install new toner cartridge.
	LED array is dirty.	Clean LED array.
Page has grey background.	Static electricity, generally from dry environments, causes toner to stick to background.	Change paper to a smoother laser bond or use a humidifier.
Page prints all black.	Hardware problem.	Contact service.
Oblong area of faint print appears on each page.	Drop out caused by using paper exposed to high humidity.	Change paper stocks, check paper storage environment or use a dehumidifier; check toner level.
Vertical white streaking or faint areas on page.	Toner is low and does not distribute properly, or the drum is worn out.	Replace toner cartridge. Check drum and replace the drum, if necessary. Contact service.
	LED array is dirty.	Clean LED array.
Vertical black lines.	Hardware problem.	Contact service.
Fuzzy print.	LED array is dirty.	Clean LED array.
Faded print.	Toner cartridge is not correctly installed.	Install toner cartridge correctly.
	Toner low.	Replace toner cartridge.
Smeared or blotched print.	Dirty rollers; toner dropped inside printer or image drum problem.	Replace image drum and toner. Contact service.
Printed page is light/ blurred.	Is toner low?	Replace toner cartridge.
	Is paper meant for laser printers?	Use recommended paper.
	LED array is dirty.	Clean LED array.
Bold characters and dark lines are smeared.	Toner is low.	Install new toner cartridge.
Print is darker than usual.	Darkness setting is too high.	Change darkness setting.

SYMPTOM	PROBLEM	SOLUTION
Pages curl excessively.	Printing on wrong side of paper.	Turn paper over in tray. (Note arrow on paper package). Install paper print side down in tray.
	Moisture in paper. Improper storage.	Avoid storing paper in areas of excessive temperature and humidity. Store paper in protective wrapping.
	High humidity.	Recommended operating humidity: 20-80%.

PAPER FEED PROBLEMS

SYMPTOM	PROBLEM	SOLUTION
Paper Jams occur frequently. Multiple sheets of paper are fed at the same time.	The printer is tilted.	Place the paper on a stable and flat surface.
	Paper is too thick or too thin. Paper is moist, folded, creased or warped.	Use paper suitable for the printer. Avoid storing paper in areas of excessive temperature and humidity. Store paper in protective wrapping
	Paper is not aligned.	Align the paper edges to the paper guides.
	Only one sheet of paper is loaded in the Paper tray or Manual Feed/Multi Purpose tray.	Load several sheets of paper.
	Sheets of paper is added to the existing paper stock in the Paper tray or Manual Feed/ Multi Purpose tray.	Remove existing sheets of paper from the tray and add the new sheets to them, ensuring alignment and then load the tray.
	Postcards, envelopes, label sheets or transparencies are loaded in the Paper tray.	You cannot print using the Paper tray. Load postcards, envelopes, label sheets or transparencies in the Manual Feed tray or Multi Purpose tray.
Paper is not fed into the printer.	Postcards or envelopes are placed in the wrong orientation.	Check and load in the correct orientation.
	Improper setting is selected for Paper Source in the printer driver.	Select the correct paper source from the Source drop down menu.
Printing does not resume after removing jammed paper.	The printer menu setting is incorrect.	Set the size of the paper in the Setup Menu of the printer.
	Printing does not resume only by removing paper jam.	Open and close the top cover.

SOFTWARE PROBLEMS

Your software (operating environment, applications and printer drivers) controls the printing process. Make sure you have selected the right driver for use with your printer. See your software documentation for more information.

SYMPTOM	PROBLEM	SOLUTION
Printing is garbled.	Incorrect driver is installed.	Install an appropriate driver.
Printer's output is below rated speed.	Much of the printing delays will be caused by your application. Sometimes purely text documents will print slowly depending on the selected fonts and how they are transferred to the printer.	For maximum speed, use text in your document and use a printer resident font.
Size of top margin increases with each page printed.	Creeping text. Number of lines per page in software is not equal to number of lines per page of printer.	Many software packages assume 66 lines per page, but your printer's default is 64. Adjust software accordingly, or set LINES Per PAGE in the soft control panel to equal lines per page in your software.

HARDWARE PROBLEMS

SYMPTOM	PROBLEM	SOLUTION
Graphic image prints partly on one page, partly on the next.	Insufficient printer memory for this image at this resolution.	Change the resolution, reduce the image size, or install more memory in your printer.
When you try to print nothing happens, but printer indicates it is ready to receive data.	Configuration error.	Check cable connection. If more than one printer is available, make sure your printer has been selected.
Garbage prints.	Incorrect cable configuration. Also, see Software Problems.	Check cable configuration, continuity, and length.
Printer freezes or displays error message when computer is rebooted.	Booting the computer while the printer is on can cause a communications error.	Turn printer off before rebooting computer.
Odours.	Gases are given off by forms or adhesives passing through the hot fusing unit.	Make sure the forms you use can withstand heating, and provide adequate ventilation.
Printer is on but must warm up before a job is printed.	Power Save mode is set on to conserve energy. The fuser must heat up before you can begin printing the next job.	To eliminate warm up delay, change Power Save setting.

INSTALLING OPTIONS

The following options are available to extend the performance of your printer:

- > 64, 128, 256MB RAM DIMM: to extend the main memory of your printer and speed up the processing of large files
- > Second paper tray: to increase your printer's paper handling capacity by 530 sheets (80g/m²)

OPTION	MODEL NUMBER
Second paper tray	N22204A

INSTALLATION PROCEDURE

To install any of the above options, follow the detailed installation sheet that accompanies the option.

SETTING THE DRIVER DEVICE OPTIONS

Once your new upgrade has been installed, you may need to update the printer driver so that the additional features are available to your applications.

Accessories such as additional paper trays will only be usable if the printer driver on your computer knows they are there.

In some cases the hardware configuration of your machine is automatically detected when the driver is installed. However, it is advisable to at least check whether all of the available hardware features are listed in the driver.

This procedure is essential if you subsequently add extra hardware features to your machine after the drivers have been installed and set up.

Remember that if your printer is shared between users on different computers, the driver must be adjusted on each user's machine.

WINDOWS

1. Access the driver's Properties window.
 - (a) Open the Printers window (called "Printers and Faxes" in Windows XP) via the Start Menu or from the Windows Control Panel.
 - (b) Right-click the icon for this machine, and choose Properties from the pop-up menu.
2. Select the **Device Options** tab.
In the Windows XP PostScript driver the tab may be called **Device Settings**.
3. Set the options for any devices you have just installed.
4. Click **OK** to close the window and save your changes.

MAC OS X

NOTE

Applies to the PS driver only.

Lion (Mac OS X 10.7) Snow Leopard (Mac OS X 10.6) and Leopard (Mac OS X 10.5)

1. Open the **Mac OS X Print & Fax Preferences**.
2. Ensure your machine is selected.
3. Click **Options & Supplies**.
4. Click **Driver**.
5. Select all hardware options appropriate to your machine and click **OK**.

Tiger (Mac OS X 10.4)

1. Open the Mac OS X Print & Fax Preferences.
2. Ensure your machine is selected.
3. Click **Printer Setup...**
4. Click the menu and choose **Installable Options...**
5. Select all hardware options appropriate to your machine and click **Apply Changes...**

Panther (Mac OS X 10.3)

1. Open the Mac OS X Print & Fax Preferences.
2. Click **Printing**.
3. Click **Set Up Printers...**
4. Ensure your machine is selected and select **Show Info...**
5. Select the menu and choose **Installable Options...**
6. Select all hardware options appropriate to your machine and click **Apply Changes...**

SPECIFICATIONS

GENERAL

PRINTER MODEL	MODEL NUMBER
ES4131	N22203BX

A summary of the basic characteristics of your printer appears in the table below:

ITEM	SPECIFICATION
Dimensions	393mm x 364mm x 245mm (W x D x H)
Weight	11.6kg approximately (without second tray)
Power supply	220 to 240VAC @ 50 - 60Hz \pm 2%
Environmental conditions	Operation: 10 - 32°C, 20% - 80% RH, Storage: -10 - 43°C, 10% - 90% RH When the printer is stored, it should be in its original packaging, with no moisture formation.

PAPER AND TRAY INFORMATION

Feed and ejection methods vary depending on the type, size and thickness of medium used. Use the chart below and the notes/symbols/terms on the following page for initial guidance. (Minor variations to settings may be necessary depending on user setup and environmental conditions).

			Feed Tray			Ejection Method	
Paper type	Size	Weight	T1	T2	MPT	FU	FD
Plain paper	A4 B5 A5 Letter Executive 16K (184 - 260mm) 16K (195 - 270mm) 16K (197 - 273mm)	L,ML,M,MH,H	0	0	0	0	0
	Legal(13) Legal(13.5) Legal(14)	L,ML,M,MH,H	0	0	0	X	0
	A6 Statement	L,ML,M,MH,H	0	X	0	0	0
	Custom W: 86 - 216mm L: 140 - 1321mm	L,ML,M,MH,H	△	△	0	△	0
	A4 B5 A5 Letter Executive Legal(13) Legal(13.5) Legal(14)	UH	X	X	0	0	X
	A6 Statement	UH	X	X	0	0	X
	Custom W: 86 - 216mm L: 140 - 1321mm	UH	X	X	0	0	X
Postcards		-	X	X	0	0	X
Envelopes	Com-9 Com-10 DL C5 C6 Monarch Custom W: 86 - 216 L: 140 - 356	-	X	X	0	0	X

			Feed Tray			Ejection Method	
Paper type	Size	Weight	T1	T2	MPT	FU	FD
Labels	A4 Letter	-	X	X	0	0	X
Transparencies	A4 Letter	-	X	X	0	0	X

			Duplex Printing					
			Auto			Manual		
Paper type	Size	Weight	T1	T2	MPT	T1	T2	MPT
Plain paper	A4 B5 Letter Executive Legal(13) Legal(13.5) Legal(14)	L,ML,M, MH, H	0	0	0	0	0	0
	16K (184 - 260mm) 16K (195 - 270mm) 16K (197 - 273mm)	L,ML,M, MH, H	0	0	0	0	0	0
	A6 A5 Statement	L,ML,M, MH, H	X	X	X	0	X	0
	Custom W: 86 - 216mm L: 140 - 1321mm	L,ML,M, MH, H	△	△	△	△	△	△
	A4 B5 Letter Executive Legal(13) Legal(13.5) Legal(14)	UH	X	X	X	X	X	X
	A6 A5 Statement	UH	X	X	X	X	X	X
	Custom W: 86 - 216mm L: 140 - 1321mm	UH	X	X	X	X	X	X
Postcards		-	X	X	X	X	X	X

			Duplex Printing					
			Auto			Manual		
Paper type	Size	Weight	T1	T2	MPT	T1	T2	MPT
Envelopes	Com-9 Com-10 DL C5 C6 Monarch Custom W: 86 – 216 L: 140 – 356	-	X	X	X	X	X	X
Labels	A4 Letter	-	X	X	X	X	X	X
Transparencies	A4 Letter	-	X	X	X	X	X	X

NOTES/SYMBOLS/TERMS

Notes:

1. When an optional second paper tray is used, the original tray is referred to as Tray 1 and the optional tray as Tray 2.
2. It is possible to use custom paper sizes with the PS emulation driver.
3. Tray 1 can accommodate paper with width of 100 to 216mm and length of 148 to 356mm.
4. Tray 2 can accommodate paper with width of 148 to 216mm and length of 210 to 356mm.
5. When printing using Auto Duplex, paper will not be ejected face up.
6. The printing speed is reduced when you set the paper size of A5, A6, Postcards, Envelopes as Medium heavy, Heavy or Ultra heavy.
7. Change the ejection mode to face down if the paper is curled up.
8. Change the ejection mode to face up if the paper curl is large.
9. When changing media settings, allow 15 seconds for the printer to adjust to the new setting.

SYMBOL/ TERM	MEANING
T1	Paper Tray 1
T2	Paper Tray 2 (optional)
MPT	Multi Purpose Tray
FU	Face Up printing from the rear of the printer
FD	Face Down printing from the top of the printer
W, L	Width, Length in mm
L	Light paper weight: 60 - 66g/m ²

SYMBOL/ TERM	MEANING
ML	Medium Light paper weight: 67 - 73g/m ²
M	Medium paper weight: 74 - 88g/m ²
MH	Medium Heavy paper weight: 89 - 104g/m ²
H	Heavy paper weight: 105 - 122g/m ²
UH	Ultra Heavy paper weight: 123g/m ² - 160g/m ²
o	Can be used
x	Cannot be used
△	Can be used depending on the size.

INDEX

Numerics

2-sided printing..... 40

A

Adhesive labels 22

Advanced features

Enabling or disabling 38

Auto duplex printing 40

E

Envelopes

Types 22

Exit paper jam 59

F

Feed jam or exit jam..... 59

Feed paper jam 59

I

Image drum

Replacing 53

Input paper jam 59

installed options

Macintosh 29

Windows 29

Installing

Paper 23

installing drivers

Macintosh 29

Windows 29

Installing paper 23

interface

parallel..... 28

USB..... 28

L

Labels 22, 23

LAN 28

LCD 13

M

Macros..... 44

Manual Duplex

Multi Purpose Tray..... 42

Paper Tray 40

Manual Duplex printing 40

Media settings 26

Menu functions..... 15

Menu settings..... 20

Menus

FX menu 18

Information menu..... 15

Maintenance menu 20

Media menu 16

Network menu 19

Parallel menu..... 18

PCL menu 17

PPR menu 17

Print menu 15

Shutdown menu 15

System configuration menu..... 16

Usage menu..... 20

USB menu..... 19

Multi purpose tray..... 25

O

operator panel..... 12

options

installing..... 67

Overlays..... 44

Overlays and macros

general 32, 44

Overlays, PCL

how to create 47

printing with overlays.. 48, 49

Overlays, PostScript

defining in the Windows driver
45

how to create 44

printing with overlays..... 46

P

Page orientation

setting in Windows 32, 34

Paper

Envelope types 22

Exit jam 59

Feed jam 59

feed sequence 24

Input jam 59

Installing 23

Label types 22, 23

Paper types 22

Size setting in Windows.... 31

Transparencies 22, 23

tray selection in Windows. 31

Paper and envelope types..... 22

paper and trays 70

paper feed problems..... 65

Paper feed, size and media set-

ting 26

Paper jams..... 58

Print order

face down printing..... 24

face up printing 24

Print quality problems..... 64

Print settings

how to save 31

printer components..... 10

Printer default settings

Windows defaults 36

printer features..... 7

Printing

different media 43

Label types 22, 23

Paper & envelope types.... 22

Quality problems 64

Transparency types 22, 23

Priority

print queue priority 37

R

Resolution

setting in Windows 32, 35

S

Separator page

separating print jobs on a
shared printer 38

Software problems..... 66

specifications

general 69

paper and trays 70

Spooling

Windows settings 37

status & error messages..... 58

support materials..... 8

T

Toner

how to replace..... 50

Troubleshooting

Hardware problems 66

Paper jams 58

Print quality problems 64

Software problems 66

U

user's guide

printing..... 9

viewing..... 8

W

Watermark

printing in Windows..... 32, 36

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