

XEROX®

CentreWare

Printer Drivers Guide



For Windows
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CentreWare Printer Drivers for Microsoft Windows

CentreWare is software that brings the power of your Xerox systems to your desktop. CentreWare provides you with total access, viewing, and control of any Xerox system from any connected desktop. CentreWare's interactive drivers make printing and faxing from the desktop simple to perform and easy to understand.

With this guide, administrators can install and configure CentreWare printer drivers and general users can increase their productivity using the Xerox system's printing options.

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What's Included in this Release?

The CentreWare release of the DocuSP printer drivers supports the following features and hardware:

- Graphically enhanced PostScript and PCL printer drivers. You can select paper/output options, image options, layout and watermark options, cover options, inserts, and exception pages all within the printer driver.
- Xerox Printer Driver Installer. You can configure and install multiple printer drivers at the same time.
- Finishing capabilities (optional on some models). Finishing options may include: Stapling, Hole Punching, Folding, Booklet Creation, Slip Sheets, Binding, and Offsetting. Features vary based on the finishing unit.
- Bi-Directional printer drivers that automatically configure the driver with the installable options and report the Xerox system's current status.
- Bi-Directional capabilities also provide access to the printer's stock library. This new feature makes it even easier to set up named papers within the printer driver.

Printer Driver Overview

A printer driver makes documents created with specialized software applications (word processing, spreadsheets, graphics) compatible with a specific printer. Each type of printer requires unique commands to print correctly and to enable special features. For these reasons, different types of printers require their own printer drivers to operate correctly.

With CentreWare printer drivers, you can print from your workstation to a Xerox system in a network environment. CentreWare drivers contain a variety of feature options that you can use to customize your print jobs.

Types of CentreWare Printer Drivers

The CentreWare printer drivers are available in PostScript 3, PCL5e, PCL 5c, and PCL 6 printing formats.

PostScript

PostScript gives you greater ability to scale and manipulate images; it offers more precision with high-end graphics. PostScript also provides you with different types of error-handling and font substitution options.

PCL

PCL (Printer Command Language) generally has fewer advanced features than PostScript. However, using PCL enables you to process most jobs faster.

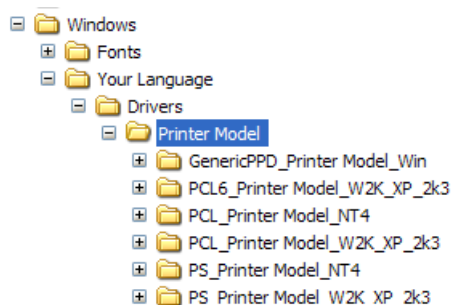
Obtaining CentreWare Drivers

CentreWare DocuSP printer drivers that support the Microsoft Windows NT/2000/XP/Server 2003 environments are available for PostScript 3, PCL 5c, PCL 5e, and PCL 6 (XL). The drivers are available either on the *CentreWare Printer Drivers CD* or by download from the Xerox Web site.

NOTE: Windows NT drivers for PCL 6 (XL) are not available.

CentreWare Printer Drivers CD

The installation .inf files for the Xerox system printer drivers are available in the *Drivers* folder on the *CentreWare Printer Drivers CD*. The following picture illustrates a sample driver directory structure. *Your Language* and *Printer Model* will be replaced by your specific language code and printer model code on the actual CD. Browse to the *Drivers* folder and locate the drivers you need.



NOTE: Driver availability may vary by printer model or operating system.

For updates and additional information, check the Xerox Web site at www.xerox.com.

Downloading from the Web

CentreWare printer drivers can be downloaded from the Xerox Web site at www.xerox.com. The installation files for all Xerox system models are also available from the Web site.

For more information on downloading drivers, see Step 1 on page 2-4.

Xerox System PPD Files

A PostScript Printer Description (PPD) file is a readable text file that provides a uniform approach to specifying special features for printer drivers that interpret PostScript.

Xerox provides PostScript PPDs for use with generic Windows NT / 2000 / XP / Server 2003 PostScript printer drivers. These PPDs are available on the CentreWare CD or for download from the Web.

CentreWare Printer Driver Applications

The following applications are included on the *CentreWare Printer Drivers CD*:

- Xerox Print Driver Installation utility
- Admin Config Wizard

Xerox Print Driver Installation Utility

The Xerox Windows Printer Installation utility is for users who would like to install and configure their printer drivers independently. System administrators may also use this utility to install printer drivers directly onto a PC or network server.

Admin Config Wizard

The Admin Config Wizard is for system administrators who would like to set up standardized configuration files, enabling users to install printer drivers quickly and easily.

Driver Documentation

The CentreWare printer drivers include the following documentation, designed to get you up and running quickly and easily.

CentreWare Printer Drivers Guide for Windows

This guide is intended for administrators who install and configure CentreWare printer drivers and for users who want to know more about printer drivers and their installation.

The CentreWare Printer Drivers Guide is available on the *CentreWare Printer Drivers CD* in electronic (PDF) format. You can download a free Adobe Acrobat Reader from Adobe at www.adobe.com.

Help

The Help system is the primary source for information about using the printer drivers. You can access the Help system through the Help buttons. Included in the Help system are feature descriptions for each driver dialog, Xerox system information, problem-solving tips, and support information.

Support

Support for your CentreWare printer drivers is available both online and by telephone.

Internet Support

Please visit the Xerox Web site (www.xerox.com) for product support information, product overviews, updates, and links to specific product sites. Printer drivers and PPDs can also be downloaded by clicking **Support & Drivers**.

Telephone Support

For additional assistance, you may contact the Xerox Welcome Center by telephone to speak with a Product Support Analyst. Locate your Xerox system serial number, and record it in the space below before you make your call.

Xerox System Serial Number:

The Xerox Welcome Center telephone numbers are listed in the following table. If the Welcome Center telephone number for your country is not listed, it will be provided to you when your Xerox system is installed. For future reference, please record the telephone number in the space provided below.

Welcome Center Telephone Numbers:	
UNITED STATES	800-821-2797
UNITED STATES (TTY)	800-855-2880
CANADA	800-939-3769 (800-93-XEROX)

Additional Tips

Additional tips and technical information for printer drivers are available at the Xerox Web site. Click **Support & Drivers**, then locate your product and access the **User Documentation** section. The documents listed in this section cover specific issues that may require special procedures or application notes regarding the operation and configuration of your Xerox system.



Installing Windows Printer Drivers

The CentreWare printer drivers support the special features and functions of Xerox systems, enabling fast, efficient printing from your desktop. This chapter provides installation instructions for all current Windows environments.

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Requirements

Printer Drivers

- A maximum of 32 MB of available hard disk space per CentreWare Windows printer driver.
- Internet Explorer 5.5 or higher installed on the workstation for Windows NT, 2000, XP, or Server 2003 drivers.

Xerox Printer Driver Installation Utility

The Xerox Printer Driver Installation Utility and Admin Config Wizard require:

- Administrator privileges in Windows NT / 2000 / XP / Server 2003
- Internet Explorer 5.5 or higher
- Microsoft TCP/IP Printing installed and running to connect Peer To Peer in a Windows NT environment
- Service Pack 2 installed on Windows XP systems
- Service Pack 4 installed on Windows 2000 systems
- Service Pack 6 installed on Windows NT systems

Installing Printer Drivers on Windows Networks

In Windows environments, you can install a Xerox printer driver by using a direct installation, a custom installation, or a Point and Print installation.

Direct Installation

Use the Xerox Printer Driver Installation utility to install Xerox printer drivers for your network printers quickly and easily. If you have the *CentreWare Printer Drivers CD* or know the network location where the contents of the CD have been saved, you need only run the installer once per Xerox system to install the drivers for multiple page description languages (PDLs) directly onto a PC or print server.

NOTE: You can use the Add Printer Wizard to install Xerox printer drivers, but you must install each driver separately.

Customized Installation

System administrators can use the Admin Config Wizard to pre-configure the driver installation. Use this wizard to control settings such as printer detection method, default printer assignment, and network printer sharing. Set multiple installation configurations to distribute and apply the settings to users or groups, as appropriate.

Copy the contents of the *CentreWare Printer Drivers CD* to your network. Then start the Admin Configuration Wizard to set up a configuration file. (See *Customizing the Installation* on page 2-7 to perform a customized installation.)

Point and Print Installation

Copy the contents of the *CentreWare Printer Drivers CD* to your network. Install the drivers locally and modify the device settings and document settings (see *Preconfiguring Default Driver Settings* on page 2-15). Then copy the new configurations to the server for enterprise use (see *Point and Print Installations* on page 2-14).

NOTE: It is possible to upgrade a Windows driver without uninstalling the previous version. However, the impact of such an upgrade on system performance can be unpredictable. The most reliable way to upgrade is to uninstall the old drivers and perform a clean installation of the new ones. For information on uninstalling drivers, see *Uninstalling Windows Printer Drivers* on page 2-23.

Direct Installation

You can install the CentreWare printer drivers from the CD, from a location on your network that your administrator specifies, or from a URL or intranet address.

NOTE: After you start the installer, it detects the operating system of your server or workstation. If that operating system does not meet the product requirements, the installer issues a message and exits. This would occur, for example, if you attempted to install drivers housed on a Windows 2000 server onto a client running Windows 3.1.

► To install Windows printer drivers:

- 1 Do one of the following:

If installing from:	Then:
CD-ROM	Insert the <i>CentreWare</i> CD into the CD-ROM drive. The AutoRun program displays the available selections. Continue with Step 3. —or— If the AutoRun is disabled on your workstation, open My Computer and double-click the CD-ROM drive.
Internet	a) Open a browser window and access www.xerox.com. b) Click Support & Drivers. c) Click the link for your printer series or model. d) Click Drivers and Downloads under your printer model. e) Choose the desired operating system and language, then click Go. The available driver options are updated. f) From the list of drivers, click the driver that you want to download. g) Read the End User License Agreement and click Accept. h) Click Save from the File Download dialog. i) Choose a location to download the file and click Save.
intranet	Open a browser window and type the appropriate intranet address, such as http://xyz.mycompany.com .
network location	Use Windows Explorer to find the CentreWare installation files.

- 2 Double-click **install.exe**. The AutoRun program displays the available selections.
- 3 Click **Install Drivers**.

- 4 Your administrator may have created a screen containing customized instructions for your site. If such a screen appears, record and follow any posted instructions. Then click **Next**.
- 5 The installer scans supported direct connections as well as the local network subnet for printers. The results appear on the Select Printer screen. Do one of the following:
 - If the printer that you want to install appears in the list of discovered printers, click **Select From the Following Discovered Printers** and select the printer.
 - If the printer that you want to install does not appear in the list of discovered printers, do one of the following:
 - Click **Advanced Search and choose an automatic or manual search method**.

Automatic	The installer detects and searches for all printers on all available subnets.
Manual	■ Enter the gateway and subnet mask for the search directly, —or— ■ Use Previous Search. Select a search that the installer has previously performed from a drop-down list.

After making your selections, click Search.

- Choose **Enter Printer's IP address, DNS name, or UNC path**. Enter the information or browse for one of those identifiers.

NOTE: Examples of printers that may not appear on the discovered printers list or search results, regardless of operating system, include printers connected to a different subnet or printers on a print queue.

Using the discovered printers list, IP address, or DNS name to identify the printer results in the creation of a local print queue, while using the UNC name associates the printer with an existing queue.

If you enter an invalid IP address or device discovery fails, the Select Printer Configuration dialog appears and enables you to choose the correct driver to install from the list of supported printers.

6 Click **Options** if you want to configure any of the following settings:

- **Language**—Select the language in which to run the installer.
- **Driver Selection (PDL)**—Choose at least one of the following PDLs: PCL 5e, PCL 6 (available for monochrome printers), PCL 5c (color and highlight color printers), or PostScript (all printers). The PostScript driver is the default selection.

NOTE: This setting does not impact installation of a printer that is assigned to a network queue.

- **Driver Settings**—Select or deselect any of the following options:
 - Share the printer on the network (requires Windows NT / 2000 / XP/ Server 2003).
 - Convert the printer's DNS name to an IP address.
 - Set the printer as your Windows default.
 - Download driver files from the Internet (You must be connected to the Internet during installation).

Click **OK** to exit Options.

7 Click **Install**. The installer copies the driver files, edits the registry, and adds the printer to the workstation or server.

NOTE: If you do not have sufficient rights to install a printer on the designated server, a logon prompt will appear. Enter a valid user name and password to continue the installation.

8 The Installation Complete screen appears to report a successful installation. Do any or all of the following:

- Click **Set Contact/Location** to enter, review, or edit the Printer Administrator Name, Printer Administrator Phone Number, Printer Administrator Location, and Printer Location.
- Click the support link to learn about using your printer.

9 Click **Finish** to end the installation.

NOTE: If the installation fails, an Installation Failed window, with applicable error messages and suggestions, appears. Click **Close** to end the installation attempt.

Customizing the Installation

The Admin Config Wizard is for system administrators who would like to set up standardized configuration files for users to install their printer drivers quickly and easily. Using the wizard, you can customize the driver installation process to meet your organization's needs.

Network administrators can use the Admin Config Wizard to preconfigure installer parameters and save these settings to a script file. Use this file with tools such as .vbs scripts or management programs like Microsoft System Management Services (SMS) to automate, configure, and control the deployment of CentreWare on your network.

You can begin the wizard from the CentreWare CD, from a location on your network that your administrator specifies, or from a URL or intranet address. However, the resulting script files and configuration folders must reside on or be saved to the network.

► To customize the installation:

- 1 Open the CentreWare Software and Documentation AutoRun program. For further details, see *Direct Installation* on page 2-4.
- 2 Click **Xerox Install Script Utility**.
- 3 The Admin Config Wizard opens.
- 4 Select the location of the installation script file.
- 5 Click **Continue**. The Configuration Options dialog appears.
- 6 Configure the settings in the dialog box. See Table for a list of options.
- 7 Click **Save Script** to preserve your changes.

NOTE: To set up multiple installation scenarios, first create a "baseline" script. Then, use the wizard to edit the baseline script and save each variation to its own path. Finally, send each user or group of users a link to the most appropriate script location, or incorporate it in their login scripts.

Table 2-1 contains the settings that you can customize with the Admin Config Wizard.

Field	Description
Install Screen Default	Choose the default option for printer selection. This selection controls which printer detection option the user sees as the default choice. It does not dictate the printer to install. To set that, use the Port Value field described below. ■ Let installer decide (based on the number of printers discovered). ■ Default to Printer List. ■ Default to specify port. (The user enters an IP address, DNS name, or UNC path.)
Location Contact Info	Enter location and contact information during installation. ■ Do NOT prompt. ■ Prompt for information (if not set). ■ Always prompt.
Set Printer As Default	Make the printer being installed the default choice when submitting print jobs. ■ Let installer/user decide ■ Always set printer as default ■ Never set printer as default
Share Printer	Make the printer being installed accessible to network clients. ■ Let installer/user decide ■ Always share the printer ■ Never share the printer
Launch Scanner Install	Install a scanning component after printer installation has succeeded. ■ Let installer decide (based on the results of the printer installation and the availability of scanner functionality on the printer) ■ Do not launch scanner install ■ Launch scanner install
Force Web Download	Select to require downloading driver files from the Internet during installation.
Resolve DNS	Select to use the device DNS name for identification if available.
Local Search Type	Select one or more of the following search methods: ■ LPT Search ■ USB Search ■ Net Search
PDL to use	Install drivers that support one or more of the following PDLs: ■ PostScript (available for all printers) ■ PCL 5e (monochrome printers only) ■ PCL 6 (monochrome printers only) ■ PCL 5c (color and highlight color printers only)
Port Value	Enter the IP address, DNS name, or UNC name of the printer to install.

Table 2-1: Admin Config Wizard Dialog Box Options

Field	Description
Single Instance Only	Select to prevent multiple copies of the printer definition from installing on a client. This option allows you to automate printer deployment by incorporating the installation in a login script.
Save the Configuration Script file to	Enter the location to save the configuration script file. If this location matches the path entered in the opening screen, the wizard only saves changes to the XeroxInstallerAdmin.xml file. Otherwise, the wizard copies the entire contents of the original path to the path specified here.

Table 2-1: Admin Config Wizard Dialog Box Options

XeroxInstallerAdmin.xml

The Admin Config Wizard writes the settings into the XeroxInstallerAdmin.xml file. The original version resides in the ...\\Utilities\\Installer folder. You may edit this file directly to configure installer settings that are beyond the scope of the Admin Config Wizard, such as an opening message screen or the default gateway and subnet mask for the Advanced search.

Table 2-2 lists the fields that you can configure directly in the XeroxInstallerAdmin.xml file:

XML Field	Description
<Admin_Defined_Dialog_Captions>	Window title bar for an optional custom message displayed at the beginning of the installation.
<Admin_Message>	Text of custom message displayed at beginning of installation.
<InstallScreenDefault>	Numeric value that sets the default method of printer selection. 0 - Let installer decide (based on the number of printers discovered). 2 - Default to Printer List. 3 - Default to Specify Port. 4 - Default to USB PnP.
<Printer_Port_Value>	The IP address, DNS name, or UNC name of the device to install.
<GatewayDefault>	Default gateway address for Manual Search.
<SubnetMaskDefault>	Default subnet mask for Manual Search.
<USBSearch> <LPTSearch> <NetSearch>	Numeric values that represent the availability of each search method. 0 - Search using this method. 1 - Do not search using this method.
<SetLocationContactInfo>	Numeric value that controls the input of location and contact information during installation. 0 - Do not prompt user for information. 1 - Only prompt user to set information if it is not already set within printer. 2 - Always prompt user to set information.
<ResolveDNS>	Numeric value that sets the preferred means for device identification. 0 - Use DNS name if available. 1 - Use IP address.
<SetPrinterAsDefault>	Numeric value that controls the use of the installed printer as default. 0 - Installer determines default printer status. 1 - Always set as default. 2 - Never set as default.
<SharePrinter>	Numeric value that controls sharing of the installed printer. 0 - Let installer/user decide whether or not to share printer. 1 - Always share printer. 2 - Never share printer.
<ForceWebDownload>	Numeric value that indicates the preferred source for device drivers. 0 - Do NOT get files from the Internet automatically.

Table 2-2: XeroxInstallerAdmin.xml File Options

XML Field	Description
<DriverToUse>	Numeric value that indicates which PDLs to install. 0 - Let the installer decide. 1 - PDL 1 (PostScript). 2 - PDL 2 (PCL 5e, PCL 5c). 4 - PDL 3 (PCL 6). 3 - PDL 1 and PDL 2. 7 - PDL 1, 2, and 3.
<LaunchScannerInstall>	Numeric value for installing scanner software after printer. Requires Windows 2000 or above and Xerox Multifunction Device. 0 - Do not launch scanner installation. 2 - Launch scanner installation.
<AdminConfigureableStrings>	Define a field not listed above and its value.

Table 2-2: XeroxInstallerAdmin.xml File Options

Considerations for Enterprise Technologies

Large organizations, or organizations with specialized requirements for security, reliability, or remote access frequently employ technologies that impact the installation process. This section briefly describes two technologies that CentreWare printer drivers support—clusters and Citrix MetaFrame—and the role of the Add Printer Driver Wizard in preparing these environments for successful printer definition.

Clustering

Clustering is a technology that configures two or more servers ("nodes") to behave as one. Each node has access to a storage medium (the "cluster") that houses the supported application or data.

Clustering is usually employed to improve fault tolerance or to implement load balancing. Typical applications of clustering are applications or functions that require virtually uninterrupted service, such as production report generation in many manufacturing environments, where one server failure could have repercussions throughout the supply chain.

Print servers are one of many possible applications of clustering. Others include Web services, ftp services, file management, and even managing some aspects of Active Directory.

When a cluster houses a print server, only the print spooler folder resides on the cluster. The printer drivers reside on the nodes in their standard locations. When one node fails, printing continues using the drivers that are present on a surviving node. Should that node lack the appropriate drivers, consequences range from a lack of access to advanced driver features to a complete inability to print.

To ensure consistent printer availability in a cluster, use the Add Printer Driver Wizard (see *Add Printer Driver Wizard* on page 2-13) to install the same printer drivers on all nodes in a cluster before adding the printer to the cluster itself.

NOTE: Xerox recommends this practice even on the Windows Server 2003 cluster management products that have an "Automatic Quorum Feature." This is to ensure that damaged or corrupt driver files are not passed from one node to another should failover occur.

Citrix MetaFrame

Citrix MetaFrame provides centralized application management and distribution to an enterprise. Applications that are published to users from a Citrix server have a single point of installation and maintenance, simplifying administration. Desktop hosting capabilities offer access to current operating platforms and applications to users running a wide range of hardware and operating systems, while providing administrators increased control.

A Citrix server can be configured to "auto-create" a printer or printers when a Windows client logs in. This procedure makes the client's Windows printers available within a Citrix session. If the appropriate drivers do not reside on the Citrix server, the Citrix server substitutes a "universal" driver. The user can still print, but many of the features associated with CentreWare printer drivers, such as accounting or booklet creation, are unavailable.

To prevent this, install the CentreWare drivers (See *Add Printer Driver Wizard* on page 2-13) on a Citrix server (or on all members of a Citrix server farm) before clients that use local printers based on these drivers log in.

Add Printer Driver Wizard

This wizard loads the requested drivers on a Windows print server but does not create a queue or printer object.

► To run the Add Printer Driver Wizard:

- 1 At the desktop, click **Start > Settings > Printers** (Windows 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003). The Printers window appears.
- 2 Click **File > Server Properties**. The Print Server Properties dialog box appears.
- 3 Click the **Drivers** tab.
- 4 Click **Add**. The Add Printer Driver Wizard appears.
- 5 Follow the instructions on the screen.

Point and Print Installations

This procedure assumes that a Xerox system on a network server has been installed with the appropriate CentreWare printer driver prior to performing Point and Print.

If you would like to standardize the device settings and document settings for the Windows NT / 2000 / XP / Server 2003 printer drivers, see *Preconfiguring Default Driver Settings* on page 2-15 before installation.

► To perform Point and Print:

- 1 At the client workstation, access the desired network Xerox system through **My Network Places**. Browse to your printer.
- 2 Double-click the Xerox system icon. At the prompt, select to install the printer driver. The Add Printer Wizard opens.
–or–
Right-click the Xerox system icon. At the prompt, select to install the printer driver. The Add Printer Wizard opens.
–or–
Click the Xerox system icon. Drag and drop the printer icon on the Printers folder. The Add Printer Wizard opens.
- 3 Follow the Add Printer Wizard instructions. The appropriate files for the selected Xerox system download to the client workstation.

Installing Printer Drivers on Other Networks

The Xerox Printer Driver Installation utility supports Windows networks. To install drivers in other networks, follow the network operating system's procedures for creating print servers, printers, and queues. You may then be able to use Microsoft's Add Printer Wizard to install drivers on Windows clients and attach the clients to queues.

Configuring Printer Drivers

To use the CentreWare printer drivers most effectively, you will need to configure the drivers to reflect options available on your Xerox system. You can configure the drivers in one of the following ways:

- Preconfigure standard *device* and *document* settings in the driver prior to distributing them for installation.
- Configure installable options directly at a workstation.

Preconfiguring Default Driver Settings

You may want to standardize the default settings for your Windows printer drivers before making them available for installation on individual workstations. There are two categories of driver settings that you can preconfigure:

- **Device Settings**—refers to installable options such as a High Capacity Feeder or a Finisher, accounting options, etc.
- **Document Settings**—refers to document options, such as a banner sheet, portrait or landscape orientation, PostScript options, etc.

This preconfiguration process involves copying the printer driver files from the *CentreWare Printer Drivers CD* to a server installation directory, installing a driver on a workstation, selecting the default device and document settings that you want to establish, saving those settings in the driver, and copying the configuration file to the installation directory on the server to overwrite the previous defaults.

NOTE: This process can be performed in both Windows and non-Windows network environments (such as NetWare). To minimize impact to the server or potential down-time, first preconfigure an individual workstation. After completing the preconfiguration process at the workstation, copy the files to the server for distribution.

► To modify the driver default settings:

- 1 At a workstation, insert the *CentreWare Printer Drivers CD* into the CD-ROM drive. The AutoRun program displays the available selections.

—or—

If the AutoRun is disabled on your workstation, open My Computer and double-click the CD-ROM drive. Double-click **install.exe**. The AutoRun program displays the available selections.

- 2 Chose a language and click **OK**.

- 3 Select **Browse CD** and browse to the printer driver files for your Xerox system. For information about the driver files, see *Obtaining CentreWare Drivers* on page 1-3.
- 4 Copy the printer driver files for your Xerox system to the driver installation directory on the server.
- 5 Install the printer driver files for your Xerox system to your workstation.

NOTE: For more information about installing the printer driver with the Xerox Printer Driver Installation Utility, see *Direct Installation* on page 2-4 or use the Microsoft Add Printer Wizard.

- 6 On the desktop, select **Start > Settings > Printers** (Windows NT / 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003) and right-click the printer.
- 7 Choose **Properties**.
- 8 Select the **Configuration** tab and choose the settings you want as your default settings.
- 9 Select the **Device Settings** tab and choose the settings you want as your default settings.
- 10 Expand the **Override/Restore Defaults** option on the Device Settings tab.
- 11 Select **Save Current Settings as Default**. A Save button appears.
- 12 Click **Save**. The configuration and device settings are saved as the default settings.
- 13 If you want to modify the default document settings, continue with the following steps. Otherwise, close the Properties dialog and continue with step 21.
 - For 2000 / XP / Server 2003 drivers, select the **General** tab and click **Printing Preferences**. The Printing Preferences dialog opens.
 - For NT drivers, close the **Properties** dialog. Right-click the printer and select **Document Defaults**.
- 14 Select the settings you want as the defaults for the document options from the Printing Preferences dialog (2000 / XP / Server 2003) or Document Defaults dialog (NT).
- 15 Make your selections from the available tabs.
- 16 Select the **Advanced** tab.
- 17 Expand **Override/Restore Defaults**.
- 18 Select **Save Current Settings as Default**. A Save button appears.
- 19 Click **Save** to save each setting on every tab of the printer driver as the default setting.

- 20 Click **OK** to close the Printing Preferences dialog and the Properties dialog in 2000 / XP / Server 2003 or click **OK** to close the Document Defaults dialog in NT.
- 21 Locate the *driver filename.dyc* file created on your workstation in the *Windows/System32/Spool/Drivers/W32x86/3* directory (for 2000 / XP / Server 2003) or *WinNT/System32/Spool/Drivers/W32x86/2* directory (for NT).
- 22 Copy and paste the new *driver filename.dyc* file into the driver installation directory on the server to overwrite the old *driver filename.dyc* file with the new driver default settings. Any drivers installed from this directory will now contain the default settings you selected.

Configuring Installable Options at the Workstation

You may want to configure installable options at a user workstation. You may be able to configure the driver settings *automatically*, using the driver's Bi-Directional communication functionality, or you can make the selections *manually*, setting the options on the individual driver dialogs.

NOTE: You may need Administrator rights on the workstation to perform these steps.

Configuring Installable Options—Automatically

If you have a TCP/IP network, the Windows printer drivers can, as an option, provide Bi-Directional capabilities. The printer driver communicates with the printer through your network and acquires information from the printer. See *About Bi-Directional Printer Drivers* on page 2-21.

► To configure the Installable Options automatically:

- 1 At the desktop, click **Start > Settings > Printers** (Windows NT / 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003).
- 2 Right-click the appropriate printer icon and select **Properties**.

- 3 Select the **System Configuration** (Configuration) tab.

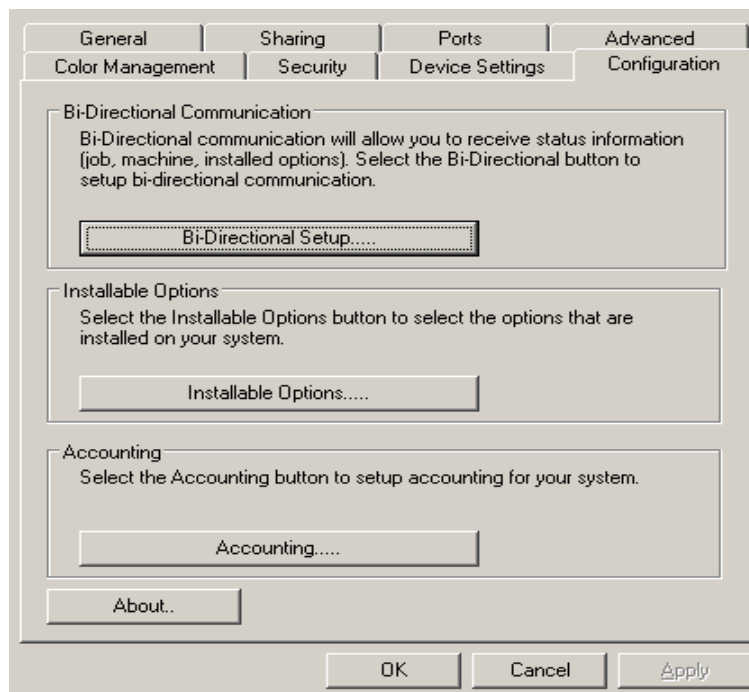


Figure 2-1: System Configuration Tab (Properties Dialog)

- 4 Click **Bi-Directional Setup....**. The Bi-Directional Communication dialog opens.

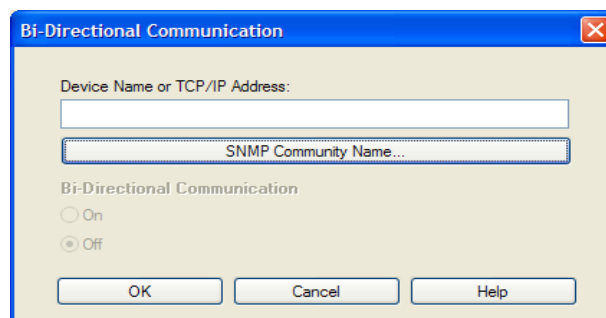


Figure 2-2: Bi-Directional Communication Dialog

- 5 Enter the Device Name or TCP/IP address.
- 6 Select **On** to enable Bi-Directional communication.
- 7 Click **OK**. Bi-Directional communication is enabled. A *Status* button appears on the Paper/Output tab of the printer driver. By clicking Status, you can access current information about the printer. See *About Bi-Directional Printer Drivers* on page 2-21.

NOTE: To change the SNMP Community Name, click **SNMP Community Name**. The printer name must be changed to match this name for Bi-Directional communication to be available.

Configuring Installable Options—Manually

If your network environment does not support Bi-Directional communication, you can configure installable options manually. See *Bi-Directional Driver Support* on page 2-22 to see if your network environment is supported.

► To configure the Installable Options manually:

- 1 At the desktop, click **Start > Settings > Printers**.
- 2 Right-click the appropriate printer icon and select **Properties**.
- 3 Select the **System Configuration (Configuration)** tab.

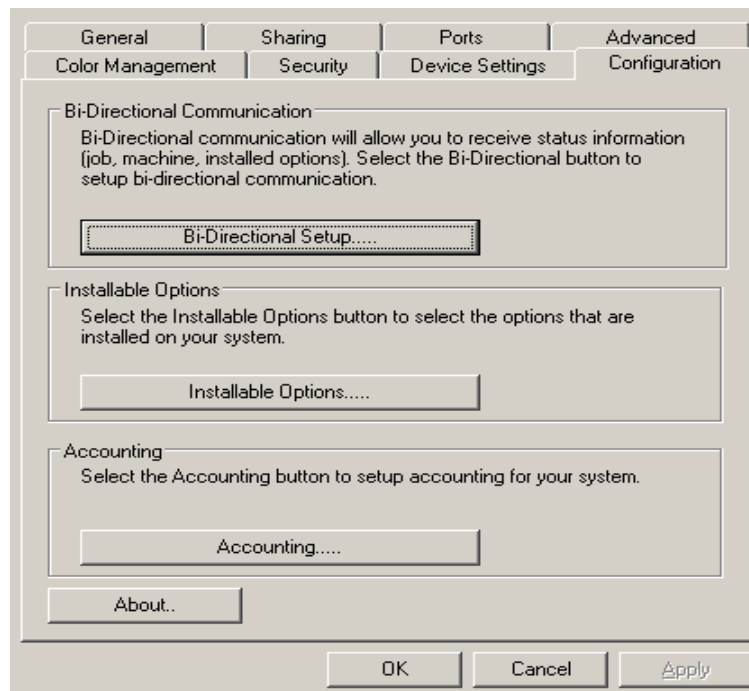


Figure 2-3: System Configuration Tab (Properties Dialog)

- 4 Click **Installable Options** and select the options that are available on your Xerox system.

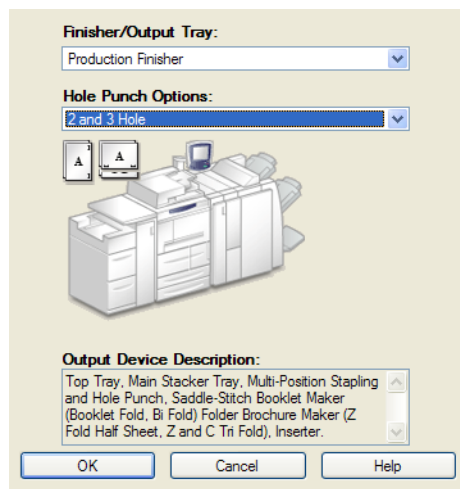


Figure 2-5: Installable Options Dialog

- 5 Click **OK** to save the settings and **OK** to close the dialog.
- 6 Click **OK** to close the printer driver.

About Bi-Directional Printer Drivers

If you have a TCP/IP network, the Windows NT / 2000 / XP / Server 2003 printer drivers can provide Bi-Directional capabilities. With Bi-Directional communication, a printer driver communicates with the printer through your network.

After an initial setup procedure, Bi-Directional communication automatically updates the printer driver with the printer's installed options and reports specific information about the printer's operational status, active jobs, completed jobs, and paper status in your Xerox system.

NOTE: If network communication is temporarily unavailable or is not configured properly for the printer, the network, or your workstation, the Bi-Directional information does not appear.

Status Dialog

The Status dialog shows the status of your Xerox system as well as specific information about your print jobs. You can check the status of up to 25 jobs currently in the print queue or you can verify the status of completed jobs. You can use this dialog to check the properties of the paper loaded in different paper trays on your printer and also the current paper levels in those trays. You can also use this dialog to verify that your printer is functioning properly.

Click **Status** on the Paper/Output tab to access the Status dialog.

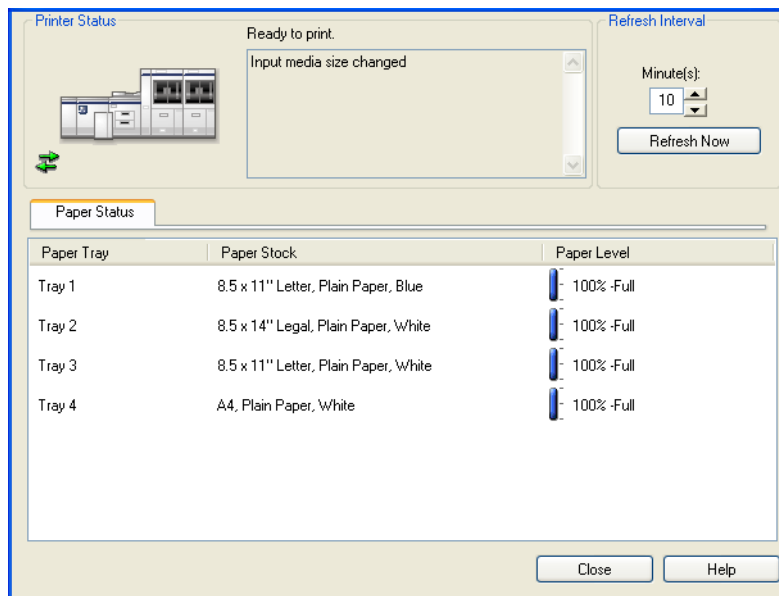


Figure 2-6: Status Dialog—Paper Status Tab

Bi-Directional Driver Support

Supported Operating Systems

Bi-Directional drivers are supported for the following Microsoft Operating Systems:

Windows NT (Workstation, Server, Enterprise Server)

Windows 2000 (Professional, Server, Advanced Server)

Windows XP (Home, Professional)

Windows Server 2003 (Server, Enterprise Server)

Client-Based Implementations

Bi-Directional drivers installed on a client workstation communicate with Xerox systems via the following methods:

Device Settings	SNMP over TCP/IP
Job Monitoring	SNMP over TCP/IP
Job History	SNMP over TCP/IP
Device Status	SNMP over TCP/IP
Device Configuration	Microsoft Point and Print functionality

Server-Based Implementations

Bi-Directional drivers installed on a server communicate with Xerox systems via SNMP over TCP/IP or SNMP over IPX/SPX.

The data available in server-based drivers will not update on a regular basis. When configuration changes are made, the driver must be reopened to detect the changes.

Uninstalling Windows Printer Drivers

NOTE: Before you uninstall CentreWare Windows printer drivers, ensure that the Xerox system you are deleting is not the default printer. If so, select another printer as the default.

For Windows NT

► To uninstall the Windows NT printer drivers:

- 1 At the desktop, select **Start > Settings > Printers**.
- 2 Right-click on the icon for the Xerox system you want to delete and select **Delete**.
- 3 A confirmation message appears. Click **Yes** to delete the printer driver.
- 4 Reboot the workstation.

For Windows 2000 / XP / Server 2003

► To uninstall the Windows 2000, XP, and Server 2003 printer drivers:

- 1 At the desktop, select **Start > Settings > Printers** (Windows 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003).
- 2 Right-click on the icon for the Xerox system you want to delete and select **Delete**.
- 3 A confirmation message appears. Click **Yes** to delete the printer driver object.
- 4 Repeat steps 2 and 3 for all printer objects that use the driver being uninstalled. For example, suppose you are uninstalling the PCL 6 drivers for a particular Xerox system. If your Printers window includes icons for more than instance of that printer, you must delete them all before continuing.
- 5 Rebooting your workstation is recommended.
- 6 Open the Printers folder: select **Start > Settings > Printers** (Windows 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003).
- 7 Right-click in a blank area of the folder. A drop-down menu opens.
- 8 Select **Server Properties**. A *Properties* dialog opens.
- 9 Select the **Drivers** tab.
- 10 Select the printer driver you want to remove.
- 11 Select **Remove**. The printer driver is deleted.
- 12 Reboot the workstation.



Printer Driver Features

With the CentreWare printer drivers, you have an invaluable tool to save you time and increase your productivity. These drivers offer you over thirty-five feature options, depending on the type of driver and the installable finisher options, for you to choose how your document will look and print.

The Help system is the primary source for information about using the printer drivers. At any time, you can access the Help system through the Help buttons on the driver.

What's in this chapter:

- *Driver Structure* 3-2
- *Tabs* 3-3
- *Driver Help System* 3-4

Driver Structure

The driver arranges the features on the following tabs: Paper/Output, Special Pages, Image Options, Layout/Watermark, Job Notes, and Advanced.

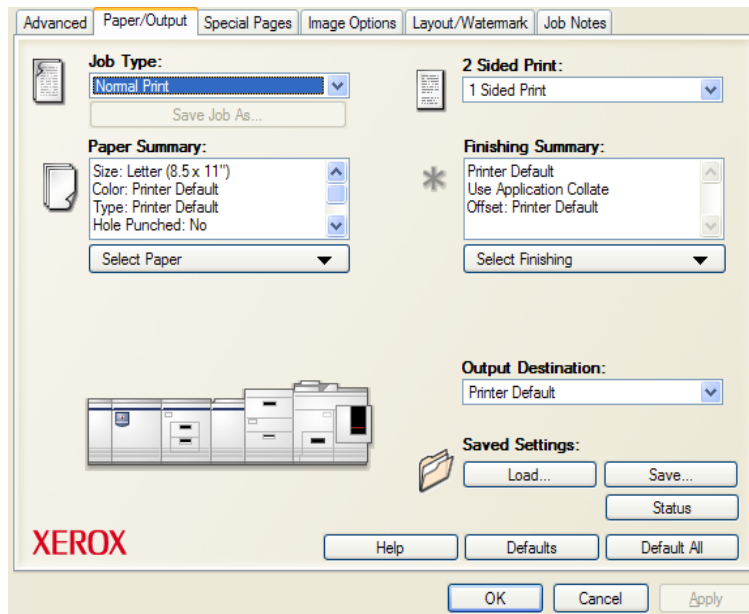


Figure 3-1: Printer Driver Interface

The features on the tabs are organized for your convenience with the most frequently used features available to you when you open the driver. Small icons are placed next to the features so that you can quickly find the features you want. By clicking on the icon you can go through the list of options for that feature. Or, use the drop down list to see the options.

Tabs

Features vary on the driver tabs depending on the driver type and installable options.

General Tabs

These driver tabs are accessed through your application's print dialog. Driver setting changes on these tabs apply to the open document and application, and are temporary.

Paper/Output

The *Paper/Output* tab has the most frequently used features. For example, you can choose to print on two sides of the paper, select specific media on which to print, or delay your print job to a time you specify. The Select Finishing feature presents the finishing options, which may include—depending on the type of finisher you have installed—Collate, Staple, Slip Sheets, Binding, Booklet Creation, Fold, or Hole Punch options.

Status

If you have enabled the optional Bi-Directional communication for your printer driver, a *Status* button is added to your Paper/Output tab. When you click *Status*, the Status dialog opens and reports specific information about the printer's operational status as well as specific information about your print jobs. See *Status Dialog* on page 2-21.

Special Pages

The *Special Pages* tab has features for adding Covers, Inserts, and Exceptions (specifying media/page characteristics on a per-page basis).

Image Options

The *Image Options* tab groups together features that are related to image manipulation, such as Reduce/Enlarge, Lighten/Darken, or Invert Image.

Layout/Watermark

The *Layout/Watermark* tab contains all features that relate to Page Layout and Watermarks.

Advanced

The *Advanced* tab contains features that infrequently change once the options are set, such as custom paper size setup, TrueType Font options, Default Paper Sizes, and Xerox Job Ticket setup.

Job Notes

The *Job Notes* tab enables you to attach special transmission information and/or processing messages to a print job.

Default Tabs

These driver tabs are accessed through the Printers folder and may be available only with administrative rights. From the desktop select **Start > Settings > Printers** (Windows NT / 2000) or **Start > Printers and Faxes** (Windows XP / Server 2003). Right-click on your printer icon and select **Properties** from the menu. The printer driver dialog appears. Driver settings from this dialog become the default settings. All of the *General Tabs* available through your application's print dialog are available, as well as some other tabs such as the *Configuration* tab and the *Device Settings* tab.

The *Configuration* dialog contains several buttons (depending on your Xerox system model): Bi-Directional Setup, Installable Options, Accounting and About. Each button opens a dialog to configure your driver.

- Through *Bi-Directional Setup* you can enable *Bi-Directional Communication*. You will then receive information through your driver about your print job, Xerox system, and paper status. See *About Bi-Directional Printer Drivers* on page 2-21.
- Through *Installable Options* you can manually configure your driver with the number of paper trays and installable options—such as finishers and faxing—available on your Xerox system.
- Through *Accounting* you can set up the accounting features available to you. See the Accounting topic in the Help System of your driver for more information.
- Through *About* you can obtain the driver version number. Xerox personnel may request this number during support calls.

The *Device Settings* tab contains features that relate to font settings and PostScript settings.

Driver Help System

- The Help system is the primary source for information about using the printer drivers. Each driver tab has a Help button for easy access to the Help system. Through this Help button you can call up information on any feature on that tab or any other tab.



Problem Solving

Application, device, and network errors can occur in a variety of printing situations. In many cases, simply restarting the application, the workstation, or the printer will resolve the problem. This chapter includes some of the common problems and Frequently Asked Questions that pertain to CentreWare Printer Drivers and printing to your Xerox system.

What's in this chapter:

- *Troubleshooting a Problem* 4-2
- *Common Issues*..... 4-3
- *Frequently Asked Questions*..... 4-6

Troubleshooting a Problem

When a problem persists, document the error messages and gather information to define the problem. The following problem-solving procedures are recommended:

- Accurately define the problem. When, where, and how does the problem occur?
- Reproduce the problem. Can the problem be reproduced consistently or is it an intermittent problem?
- Ask other users if they have encountered the problem, and keep a log to track problem occurrences.
- Examine the data for trends and the common attributes that may be related to the problem. For example, does the problem occur only with a specific printer or on a specific workstation/network configuration?
- Review the product documentation, including the README files and problem solving topics, to see if any similar problems are documented.

If a cause and solution to the problem cannot be identified, call the Xerox Welcome Center to report the error information. Provide the support representative with the documentation that you have gathered to define the problem.

Common Issues

This section discusses some common application and printer driver functionality issues.

Adobe Acrobat Printing

All versions of Adobe Acrobat have exhibited various forms of distorted output when printing from a PCL driver. Stray lines, random character spacing, and data loss have been observed on various PDF documents. A CentreWare PostScript driver is recommended for printing Acrobat PDF files.

Booklet and Multiple-Up (N-Up) Printing

Some applications do not support booklet or N-up printing.

- Microsoft Word mail merge documents cannot be printed as booklets or N-up.
- You may need to reset the Booklet or N-Up settings before you save your documents. Some applications, such as Microsoft Word 97, will save the scaling setting with the document. When the document is reopened later, the text and graphics may print in a reduced format unless you reset the **N-Pages Up** option on the printer driver Layout/Watermark tab to 1-Up prior to printing. It is generally best to reset this option to 1-Up before you save and close your documents.
- N-up and booklet printing features may not work properly with Corel Draw version 8.
- Use PCL Raster mode to print large N-Up/Booklet documents that do not print properly in Vector mode.

Euro Symbol

The Xerox Euro font family was created to support the imaging of the Euro currency symbol with fonts that do not yet support this character. The Xerox Euro font family consists of the Euro symbol in various styles and weights designed to work in conjunction with the most popular font styles. Many styles include a symbol at numeric width, which conforms to the standard design rules of the Euro symbol, as well as a designer version of the character, created to more closely resemble the original font. To use the symbol, set the font selection to Xerox Euro and type the keystroke that corresponds to the type style you are using.

- Xerox Euro Fonts are provided on the *CentreWare Printer Drivers CD* within the ...\\English\\Drivers\\Fonts\\Windows folder.
- If the fonts on your printer are not updated to include the Euro, a box will be printed instead of the Euro symbol. A workaround for this problem is to send Euro fonts to the printer as bitmapped images.
- For PCL drivers, select the **Always Send to Printer** option in the CentreWare PCL driver when printing the Euro symbol. If problems persist when printing the Euro symbol, select the **Send as Graphics** option.

PDF Printing

- When printing a PDF, sending a large file may result in the printing of print limit check error sheets or only a banner sheet. If this occurs, print the PDF file using the PostScript printer driver or try printing the PDF file using LPR.

Microsoft Applications

Excel

- To change the job type options for any individual document, you must set the job type from within Microsoft Excel (Page Setup dialog). Job type changes for an individual document will not take effect if you invoke the CentreWare printer driver from the Printers folder.
- Excel will generate multiple print jobs instead of multiple copies of a single document. This behavior can result in performance degradation, as well as inoperability of features, such as Sample Set, which depend on multiple set printing. In Excel, deselect the Collate option. This allows the driver settings to collate correctly.
- Excel may have occasional problems with documents that contain a mix of portrait and landscape pages. Selecting a different printer driver, then reselecting the original printer driver may help to resolve this problem.

PowerPoint

The Microsoft PowerPoint feature that optimizes black and white printing will produce undesired results when Raster output is selected as the Graphics Mode in the CentreWare PCL printer driver. Do not choose the black and white option in PowerPoint if Raster output is required.

Word 6.0

- If you access the printer drivers through Microsoft Word Version 6.0, any changes made to the printer driver settings will be saved as the new default settings. This will impact all applications that use the same printer driver.
- Custom paper sizes will not work with Microsoft Word Version 6.0. This version of Word will automatically change any custom paper size defined in the CentreWare printer driver to the nearest standard paper size.
- Word 6.0 may ignore some printer driver setting changes when the driver is opened from Word and a file is printed immediately after the changes are made. If this occurs, it may be necessary to close and reopen the Print dialog within Word (File > Print).

PCL Printer Driver

Raster Mode

Use the PCL Raster Mode option to print the following document types with the PCL5c printer driver:

- Web pages with animated images
- Printing Corel Draw documents. Corel Draw may generate an excessive number of Vector commands, which may result in large amounts of processing time for each job.

Print Colored Text in Black

This feature may not work with some applications, or you may have to select the option from within the application if it is supported. Certain applications, such as WordPerfect and MS Publisher, always print text as graphics or may default to the graphics mode when memory is low or when the text is very complex. When these circumstances occur, the Print Colored Text in Black feature in the CentreWare PCL printer drivers will not work.

Watermarks

The Watermark preview image in the printer drivers may not provide an exact replica of the printed watermark under all conditions. This is primarily due to font and/or resolution differences between the display monitor and the printer. Using equivalent TrueType fonts instead of printer resident fonts will help minimize the differences.

With some applications, the CentreWare PCL drivers may appear to print watermarks in the foreground even when the background printing option is selected in the driver. This is due to the different methods that applications use to send data to the printer.

WordPerfect

- If you encounter problems stapling multiple jobs as separate documents with WordPerfect 8.x, install the service pack available for WordPerfect at www.corel.com to correct the issue.
- Sample Set job types will not work with WordPerfect 8.x for Windows.
- B4 JIS, B4 ISO, B6, and A6 paper sizes do not print with WordPerfect 8.x for Windows.
- The scaling option in WordPerfect versions 7, 8, and 9 will override the Reduce/Enlarge option in the CentreWare drivers. Use the scaling option in the Print/Customize property sheet to adjust scaling rather than the CentreWare printer driver Reduce/Enlarge option.
- With WordPerfect 6.1, the Playbill font may not print correctly when the Use Printer Fonts option is selected because the printer does not support the Playbill font.

Frequently Asked Questions

■ How do I obtain printer drivers?

Printer drivers are available on the *CentreWare Printer Drivers CD* or from the Xerox Web site at www.xerox.com. See *Obtaining CentreWare Drivers* on page 1-3 for more information.

■ How do I determine what printer driver is needed?

The following information is necessary to determine the correct printer driver:

- model of your Xerox system, for example, Xerox DocuColor 8000
- operating system environment, for example, Windows NT
- type of printer driver, for example, PostScript or PCL.

■ How do I obtain a custom driver for an environment such as DOS or a mainframe platform?

For DOS or other platforms, which are not supported by CentreWare printer drivers, the PDL (Printer Description Language) Reference Guide for your Xerox system is available by accessing Customer Tips at www.xerox.com. The PDL Reference Guides contain syntax information about the extended features of Xerox systems, which can be used to customize printing in unsupported environments.

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