

Xerox 4590 Enterprise Printing System
Xerox 4110 Enterprise Printing System

Getting Started



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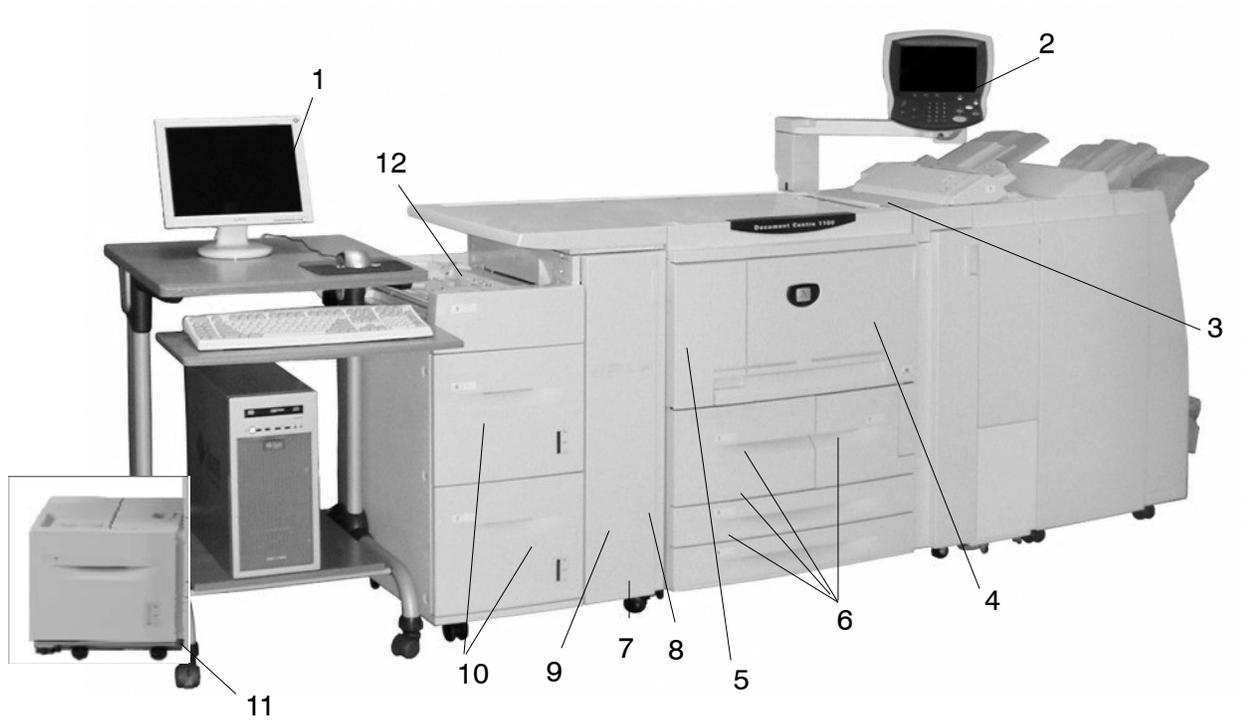
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1. Overview

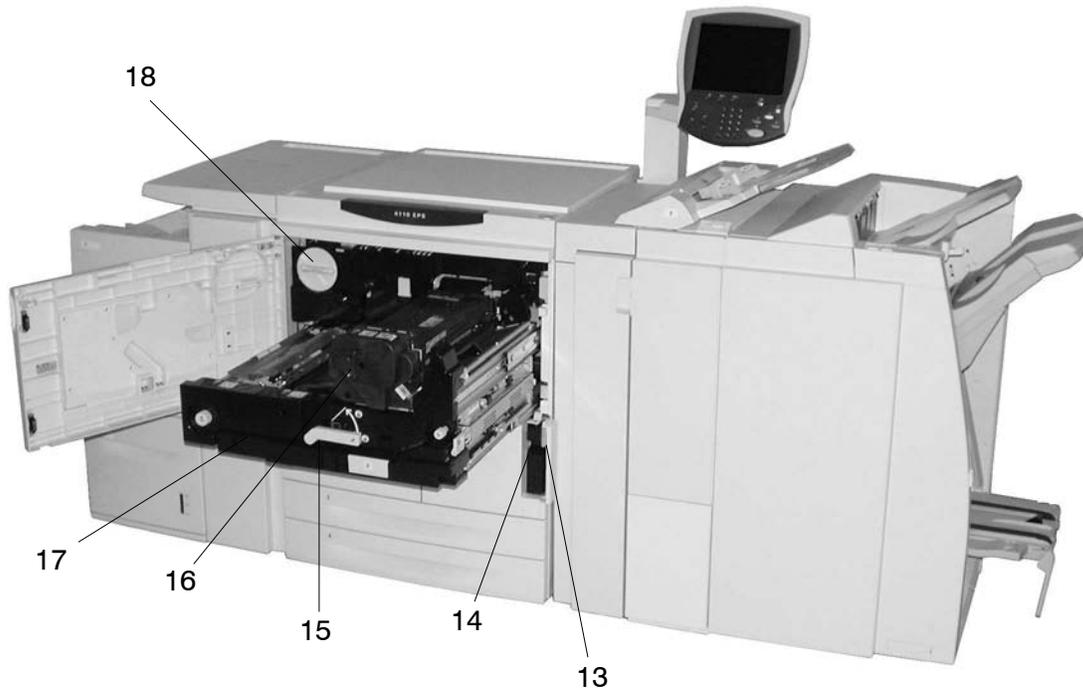
Machine components



WARNING: To prevent personal injury, do not touch any labeled area that indicates High Temperature.

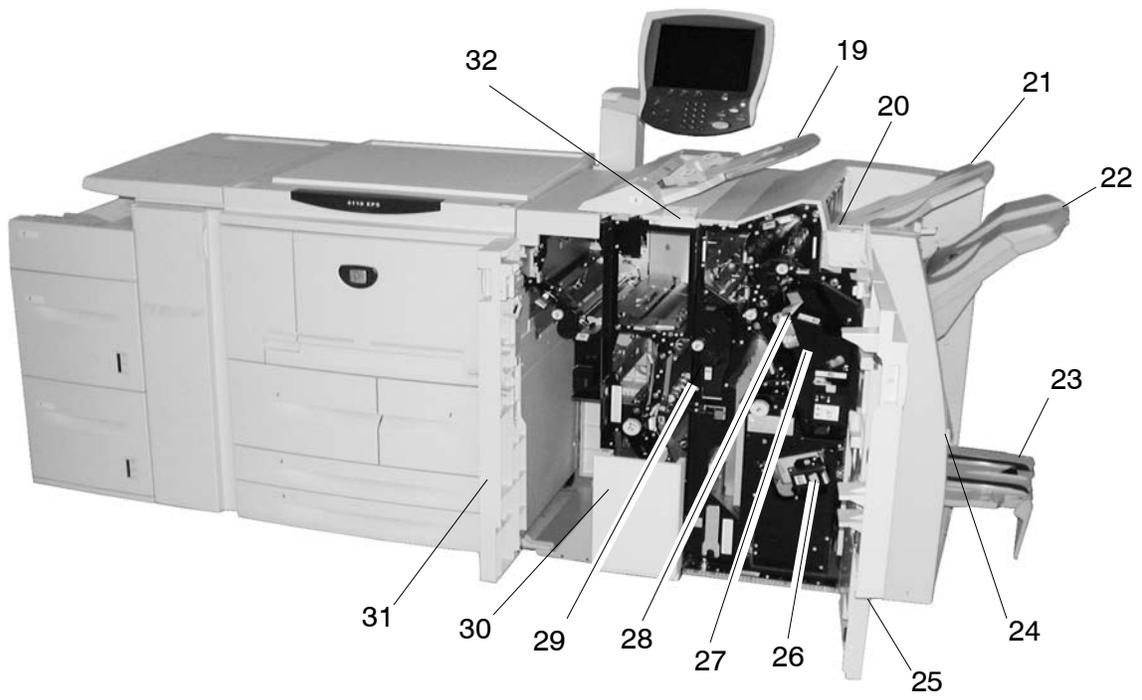


No.	Component	Function
1	DocuSP Controller	The DocuSP Print Services software that provides a graphical user interface (GUI) to the printer for setting up and printing jobs, setting up the printer, controlling system-level preferences, and managing fonts, security, accounting, and many other activities.
2	User Interface	The User Interface (UI) is attached to the machine and consists of the Control Panel and the Touch Screen. Refer to “User Interface (UI)” in this chapter.
3	Power switch	Switches on/off the machine power.
4	Front cover	Open this cover to clear paper jams and to replace the waste toner bottles.
5	Left cover	Open this cover to replace the toner cartridge.
6	Tray 1, 2, 3, 4	Contains the media used for print output.
7	Locking casters	Locks the wheels of the machine. Lock these casters after moving the machine to its installation site.
8	Bottom left cover	Open this cover to remove paper jams.
9	Front cover for the optional Trays 6, 7	Open this cover to access the bottom left cover. This cover and Trays 6 and 7 are part of the optional High Capacity Feeder (HCF).
10	HCF (Trays 6, 7)	Optional High Capacity Feeder contains 2,000 sheets per tray for print output.
11	OHCF (Tray 6)	Alternative to the 2-drawer HCF, the optional Oversized High Capacity Feeder feeds oversized stock up to 13 x 19 in/SRA3 paper.
12	Tray 5 (Bypass)	Load nonstandard paper (heavy stock or other special media) that cannot be loaded in trays 1-4. It can be folded away when not in use and extended to support longer length stock.



1. Overview

No.	Component	Function
13	Waste toner container cover	Open this cover when removing the waste toner bottle.
14	Waste toner container	Collects used toner.
15	Lever	Use in order to pull out the transfer module.
16	Fuser	Fuses the printed image on the paper. WARNING: The fuser is extremely hot and will cause injury if jam clearing instructions are not followed.
17	Transfer module	Copies the image from the drum to the paper. Open this to remove paper jams.
18	Toner cartridge	Provides toner for laying down the image on the paper.



No.	Component	Function
19	Post-process inserter (Tray 8)	Loads and inserts offset and color documents, preprinted tabs, covers, or transparency separators.
20	Decurl button	For lighter weight paper especially, press this button to decurl the output.
21	Output tray	Prints are delivered here when specific output features are selected, such as Automatic sorting, Collated, Uncollated or Normal.
22	Finisher tray	Receives prints when you select Stapled, Punched and Z-folded.
23	Booklet output tray	Receives prints when you select Bi-Fold or Bi-Fold + Stapling.
24	Booklet output tray button	Press this button to deliver and retrieve booklets from the output area.
25	Right cover	Open to clear paper jams, replace staples, clear jammed staples or remove the scraps from the puncher.
26	Staple cartridges for booklet	There are two staple cartridges for booklets. Remove this cartridge to replace staples and clear staple jams.
27	Staple cartridge	Contains staples. Remove this cartridge to replace staples and clear staple jams.
28	Staple waste container	Collects the staple wire cuttings from the 4 staple cartridges. Open to remove and replace the waste container.
29	Punch scrap container	Collects the scraps from the puncher. Open to remove the scraps.
30	Tri-Fold output tray (optional)	Receives prints when you select Tri-Fold In or Tri-Fold Out.
31	Left cover	Open this cover to access the machine and to clear paper jams.
32	Tri-Fold output tray button	Press this button to open the Tri-Fold output tray.



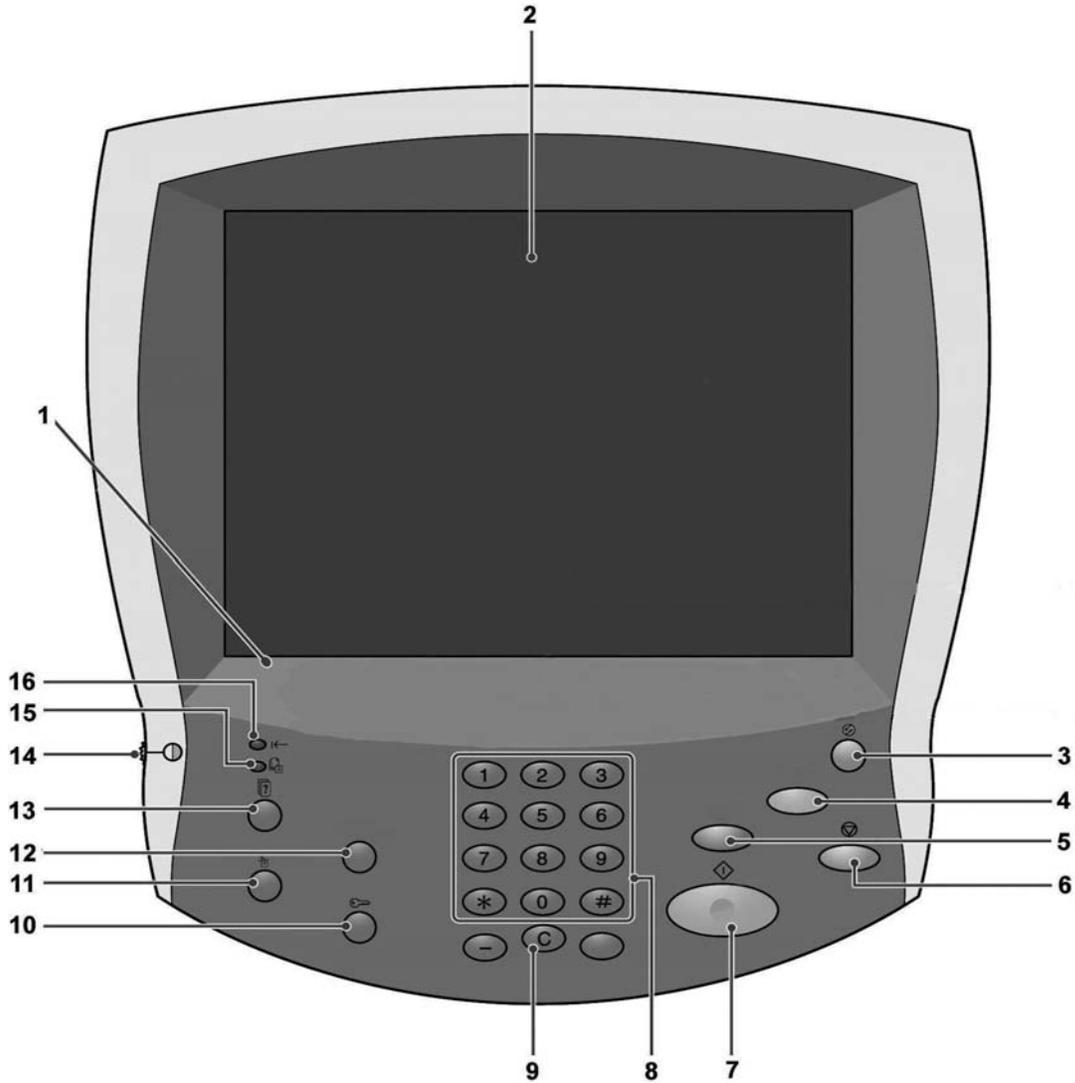
NOTE: Throughout this guide, Finisher D2 and Booklet Finisher may be referred to simply as the finisher.

User Interface (UI)

The User Interface (UI) consists of the Control Panel and Touch Screen. The following describes the names and functions of components and indicators on the Control Panel.



KEY POINT: The screens shown on the User Interface are a representation only of the type of screens that *may* be seen on the system. They may or may not reflect the screens displayed on your particular system. Also the functions and features shown on the UI screens may not be functional for this product.



No.	Component	Function
1	Control panel	Allows keypad selection of features.
2	Touch Screen	Allows selections to be made simply by touching a button on the screen.
3	 Power Saver	Lights when the machine is in the Power Saver mode. To cancel the Power Saver mode, press this button.
4	 Clear All	Not applicable to this product.
5	 Interrupt	Not applicable to this product.
6	 Stop	Press this button to stop the current print job or communications.
7	 Start	Press this button to start the printing process.
8	 Numeric keypad	Press these buttons to enter the passwords and other numerical values.
9	 Clear	Press this button if you have entered the wrong numerical value or if instructed by the UI.
10	 Log In/Out	This button is used by the System Administrator to log into the System Administration mode.
11	 Machine Status	Press this button to check the machine status, meters, and the state of consumables and print reports.
12	 Review	Not applicable to this product.
13	 Job Status	Press this button to confirm or cancel currently running or completed jobs.
14	 Brightness dial	Adjusts the brightness of the touch screen.
15	 Job in Memory indicator	Not applicable to this product.
16	 Online indicator	This indicator lights when data is transmitting from this machine or is receiving data from a client.

Power on/off

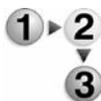
Switch on the power before operating the machine. The machine warms up in approximately five minutes after which you can print. Switch off the machine at the end of the day or when it is not in use for a long period of time. Use the Power Saver feature to reduce the power consumption of the machine.



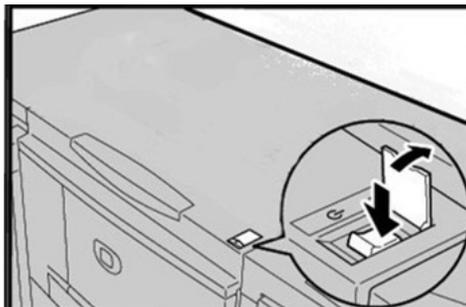
For information about the power saving feature, refer to "Power Saver mode".

Power on

Perform the following to power on the machine:



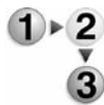
1. Open the power switch cover.
2. Press the power switch to the On position [I].



NOTE: The "**Please wait...**" message on the UI indicates that the machine is warming up. The machine cannot be used while it is warming up.

Power off

Perform the following to power off the machine:



1. Before switching off the power ensure that all print jobs have completely finished. Furthermore, ensure that the **<Online>** indicator is not lit.



CAUTION: Switching off the power before print jobs are complete loses any data that is being processed.



CAUTION: Never switch off the power while data is being received and/or jobs are being printed.

2. Press the power switch to the Off position [⏻].



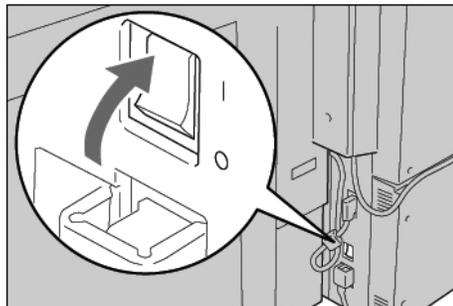
CAUTION: The power off process continues internally after the power switch is turned off. Therefore, do not immediately unplug the power cord from the power outlet.



NOTE: If you have switched off the power, wait ten seconds before switching on the power again.

About the circuit breaker

This product is equipped with a circuit breaker. The circuit breaker is normally set to the **On ("I")** position as shown in the following figure.



If power to the machine is interrupted, the circuit breaker trips and the switch is set to the **Off ("O")** position.



NOTE: If the breaker is in the **Off ("O")** position, contact your Customer Support Center as there might be some unusual conditions.

Power Saver mode

The machine is equipped with a Power Saver feature that automatically reduces power consumption after a period of inactivity. The Power Saver feature has two modes: a Low Power mode and Sleep mode.

The machine enters the Low Power mode after the machine remains inactive for a preset time period. Once activated, the machine remains in the Low Power mode until activity occurs or until a second period of time elapses. If the machine continues to remain inactive for another preset time period, it then enters the Sleep mode.

To exit the Power Saver mode, press the Power Saver button. The light on the Power Saver button switches off and the Control Panel displays the initial power on screen.



KEY POINT: The time required by the machine to warm-up from either Low Power Mode or Sleep Mode is approximately 45 seconds.

Related information sources

This section describes the guides provided with this machine.

- **User Guide:** This guide describes all the necessary steps for print jobs, clearing paper jams, daily care, and safety information.
- **System Administration Guide:** System Administrators use this guide to set up the machine defaults/settings and the network environment.
- **DocuSP Customer Documentation set:** The DocuSP customer documentation in the DocuSP Media Kit provides information related to the use and installation of the DocuSP Controller.

Customer documentation updates

You can get the latest customer documentation and information for your product by going to www.xerox.com and doing one of the following:

- Enter your product number (e.g., 4110, 4595) in the Search field and select **Search**.
- Select the [Support & Drivers](#) link and then use the search options to locate your specific printer.

Be sure to periodically check www.xerox.com for the latest information for your product.

2. Basic operation

Printing

There are three ways to submit print jobs to the DocuSP Controller:

- Sending a job from a client workstation using PCL and PostScript printer drivers from within an application
- Using the web browser and web interface to send a print-ready job over the internet
- Importing jobs at the DocuSP Controller

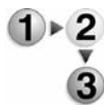
The DocuSP printer drivers (PS and PCL) enable the following types of jobs to print:

- Normal print - submit and print the job
- Save - saves the job on the controller and does not print
- Create Background Forms - create a pre-printed form file

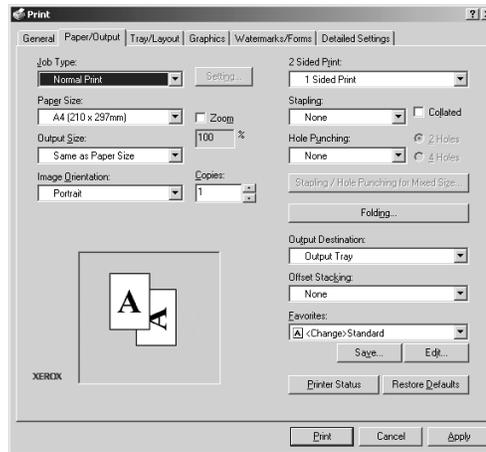
Use the following procedure when printing from your client workstation.



NOTE: *The printing steps and screens may vary depending on the application software you are using. For specific information, refer to the documentation provided with each application.*



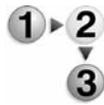
1. Select **File** and **Print** from the application's menu bar.
2. Confirm the **Printer Name** and click **Properties**, if necessary.
3. Configure the properties, if necessary.



4. Click **OK**.
5. Click **OK** in the **Print** dialog box after you have made all your selections in the Properties window. The job is sent to the DocuSP Controller where it can be printed immediately, saved or held.
6. At the DocuSP Controller, you can select the property settings to apply to the job and manage its release for printing.

Canceling a print job

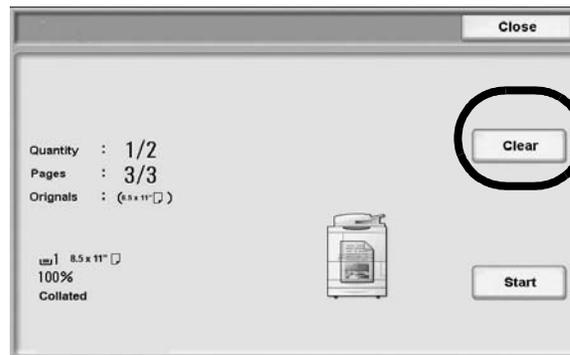
To cancel a job, follow the procedure below.



1. Press **Stop** either on the touch screen or the **Stop** button on the Control Panel.

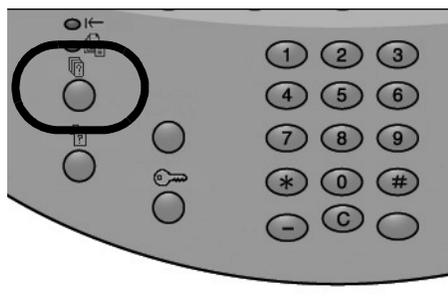


2. As the job stops, the screen displays a **Clear** button.



Touch the **Clear** button to stop the job.

3. If the screen in Step 2. does not appear, press the **Job Status** button on the Control Panel.



4. From the Job Status screen, choose the job to cancel, and then select **Stop**.

3. Loading paper

About paper

Paper types in the trays

The machine automatically detects the size and orientation of loaded paper in the paper trays. The paper type, however, must be set. Normally, plain paper type is set as the default for each of the trays. Change the paper type settings if you load other paper types. Up to five paper types can be named and set as user-defined paper.

Automatic paper size detection feature

When you load standard-sized paper in trays 3, 4, 6 and 7, the size is automatically detected by the machine.



NOTE: *Trays 1 and 2 are preset for paper size 8.5 x 11 inches. The machine detects only that size in trays 1 and 2.*

The paper type attribute is not automatically detected and must be set. Normally, plain paper is set as the default for each of the trays. Change the paper type settings if you load other paper types. Up to five paper types can be named and set as user-defined paper.

Automatic tray selection

The machine automatically selects a paper tray that corresponds to your document size and orientation if the following conditions exist:

- You are using Printer Command Language (PCL) print drivers, and
- You select Paper Tray on the Paper/Output tab

This is called **Automatic Tray Selection**.



NOTE: *Tray 5 (Bypass) cannot be used with Automatic Tray Selection.*

Automatic tray switching

When the paper tray currently being used is empty, the machine automatically switches to another tray containing paper of the same size, weight, type and feeding orientation (SEF or LEF) as the tray currently being used.

Loading paper in trays 1 and 2

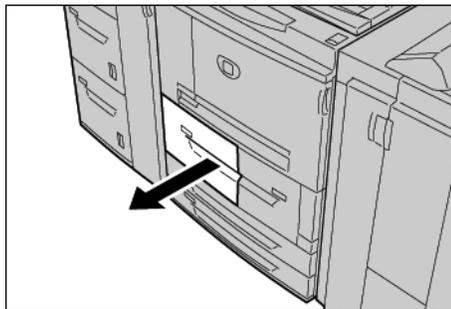
Use the following procedure for loading paper in trays 1 and 2.



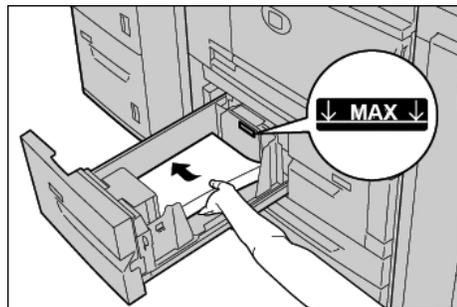
NOTE: When the machine runs out of paper during a print job, the UI displays a message. Follow the instructions on the UI for adding paper to the appropriate tray or trays. The print job automatically resumes once paper is added.



1. Slowly pull out the tray until it stops.



2. Load and align the edge of the paper against the left edge of the tray with the side to be printed on facing up.



KEY POINT: Do not load paper above the MAX line.

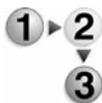
3. Gently push the tray in until it stops.

Loading paper in trays 3 and 4

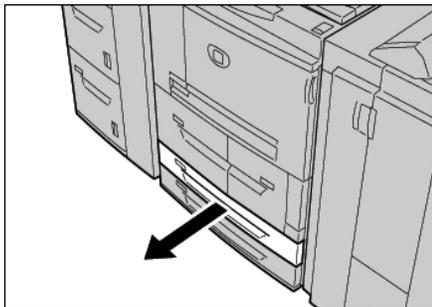
Use the following procedure for loading paper in trays 3 and 4.



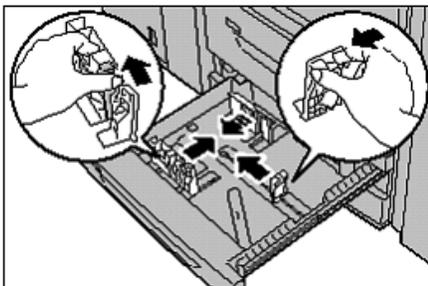
NOTE: When the machine runs out of paper during a print job, the UI displays a message. Follow the instructions on the UI for adding paper to the appropriate tray or trays. The print job automatically resumes once paper is added.



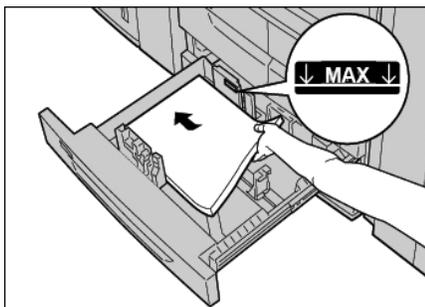
1. Slowly pull out the tray until it stops.



2. Remove any paper from the tray.
3. Expand the two paper guide levers to the desired paper size.



4. Load and align the edge of the paper against the left edge of the tray with the side to be printed on facing up.



5. Move the two paper guide levers until they just touch the edges of the paper.
 - a. Ensure that the paper guides fit correctly into the slots on the tray and release the levers.
 - b. Ensure that the paper guides are adjusted to the same size as the paper in the tray.



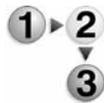
KEY POINT: Do not load paper above the MAX line.

6. Gently push the tray in until it stops.

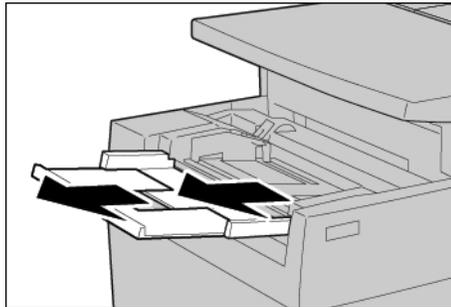
Loading paper in tray 5 (Bypass)

If you print to a paper size that is different from the paper loaded in trays 1 through 4, use Tray 5, the Bypass, for your print job.

Use the following procedure for loading paper in Tray 5 (Bypass).

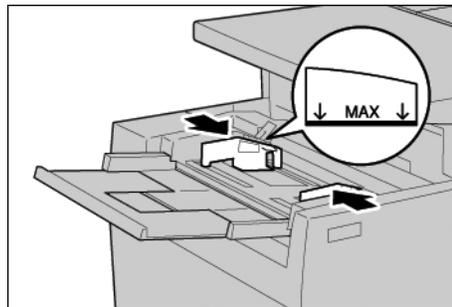


1. Open Tray 5.

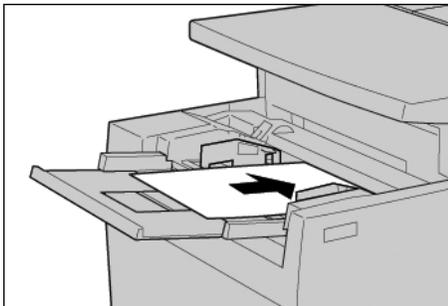


NOTE: If necessary, pull out the extension part of the tray.

2. Hold the center of the paper guides and slide the guides to the desired paper size.



3. Load with the side to be printed on facing up, and insert the paper along the guide until it stops.



KEY POINT: Do not load paper above the MAX line. Do not load more than one size into the tray.

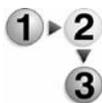
4. When loading a nonstandard paper size, move the paper guides to accommodate the paper.
5. Complete your print job.

Loading paper in optional trays 6 and 7

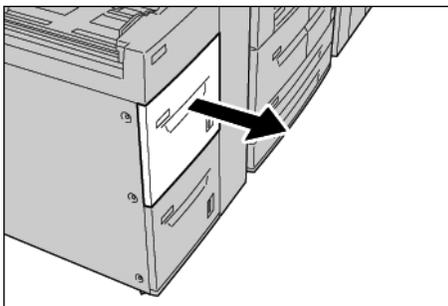
If you have the optional trays 6 and 7, use the following procedure for loading paper into them.



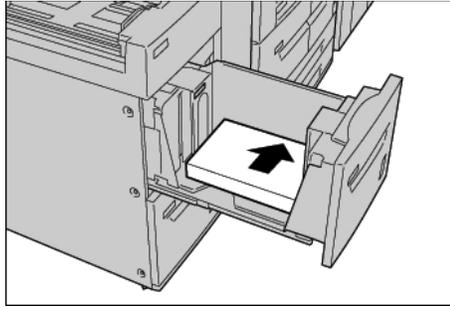
NOTE: When the machine runs out of paper during a print job, the UI displays a message. Follow the instructions on the UI for adding paper to the appropriate tray or trays. The print job automatically resumes once paper is added.



1. Slowly pull out the tray until it stops.



2. Load and align the edge of the paper against the left edge of the tray with the side to be printed on facing up.



KEY POINT: Do not load paper above the MAX line.

3. Gently push the tray in until it stops.

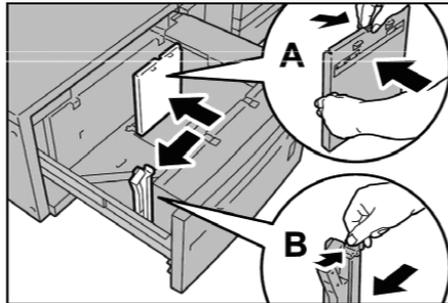
Load paper in the optional Oversized High Capacity Feeder (Tray 6)



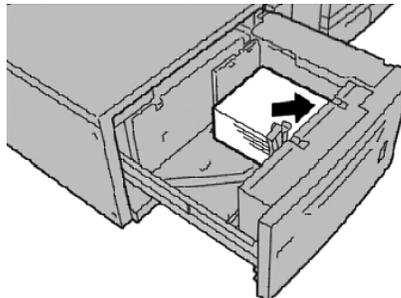
1. Pull out the tray towards you until it stops.

WARNING: When pulling out the paper tray, do it slowly. If pulled out with too much force, the tray can hit and injure your knees.

2. Squeeze the handle on the paper guide (A) and slide the guide to the desired paper size. Squeeze the handle on the paper guide (B) and slide the guide to the desired paper size.



3. Fan the sheets before loading them into the tray. With the side to be printed on facing up, load and align the paper stack in the lower right corner of the tray as shown below.





NOTE: Do not load paper exceeding the maximum fill line. Doing so might cause paper jams or machine malfunctions. When loading drilled stock, place the paper with its drilled side to the right. When loading tab stock, place the tabs to the left.

- Slide both paper guides to just touch the edges of the paper stack.

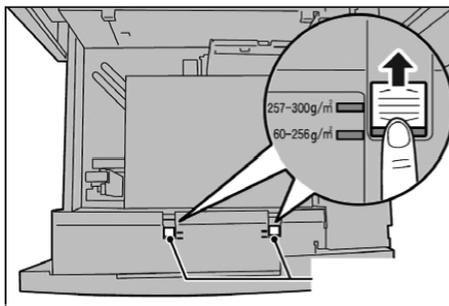


NOTE: Position the paper guides correctly to match the paper size. If the position of the paper guide is not correct, the paper may not be fed properly and paper jams may occur.



CAUTION: For paper heavier than 256 gsm, slide both Paper Weight Switches to the heavier weight position (257 - 300 gsm). Failure to do so may result in paper jams.

- Move both Paper Weight Switches to their appropriate positions.



- Push the tray in gently until it comes to a stop.



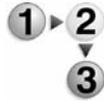
NOTE: When the loaded tray is closed, the tray position is automatically adjusted in the front/back direction based on the paper size.

Loading paper in Tray 8 (post-process inserter)

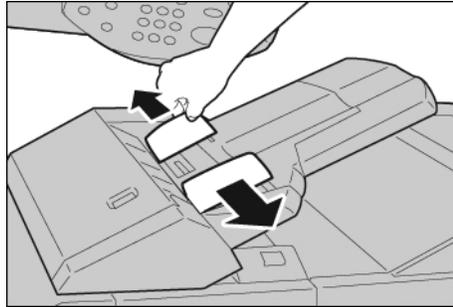
For the inserter (Tray 8), use the following procedure for loading paper into this tray.



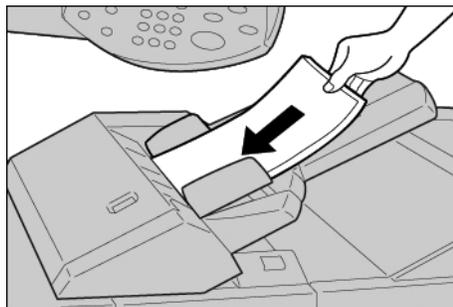
KEY POINT: The inserter (Tray 8) is used when your desired output includes tabs, separators or covers. Your separator or cover paper may be blank or already have an image on it. Paper from this tray, however, cannot have an image copied onto it.



1. Hold the center of the paper guides and slide to the desired paper size.



2. Load the separator or cover paper into the tray; ensure that is aligned to the front of the tray.



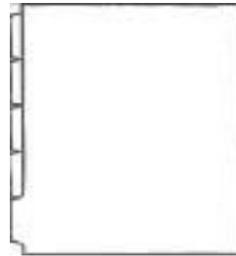
Loading tab stock into Trays 3, 4, 5, and 8

When using single reverse tabs, load the tabs on the right with the highest tab at the front of the machine. Refer to the illustration below.



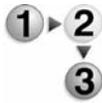
Loading tab stock into Tray 5 (Bypass)

When using single straight tabs, load the tabs on the left with the highest tab at the front of the machine (the Bypass tray). Refer to the illustration below.

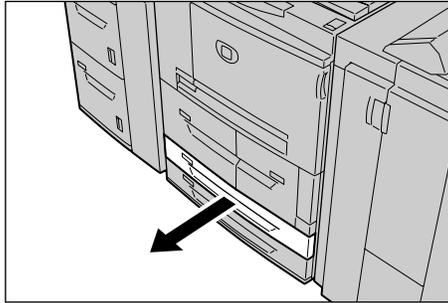


Load tab paper

Load tab paper in trays 3 and 4

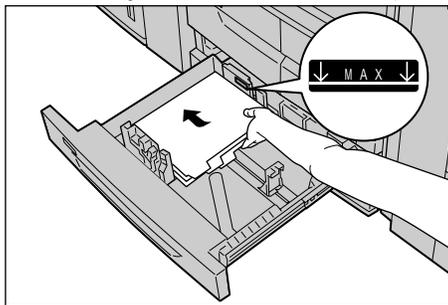


1. Pull out the tray towards you until it stops.

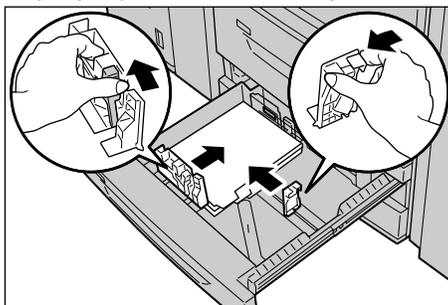


WARNING: When pulling out the paper tray, do it slowly. If pulled out with too much force, the tray can hit and injure your knees.

2. Load and align the edge of the tab paper against the right edge of the tray with the side to be printed on facing down.



3. Move the two paper guide levers while holding their grips so that they lightly contact the edges of the paper.

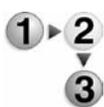


Ensure that the levers are positioned correctly.

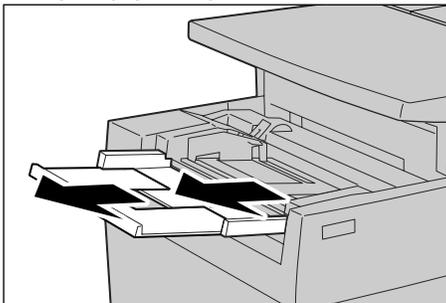


NOTE: Do not load paper exceeding the maximum fill line. Doing so might cause paper jams or machine trouble.

Load tab paper in Tray 5 (Bypass)

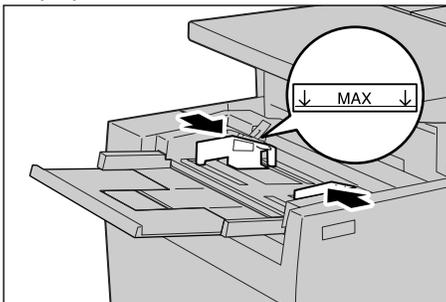


1. Open Tray 5 (Bypass).

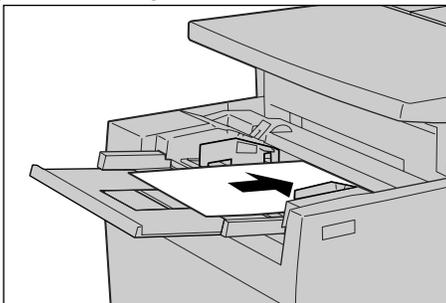


NOTE: If necessary, extend the extension flap. The extension flap can be extended in two stages. When pulling out the extension flap, do it gently.

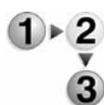
2. Hold the center of the paper guides and slide them to the desired paper size.



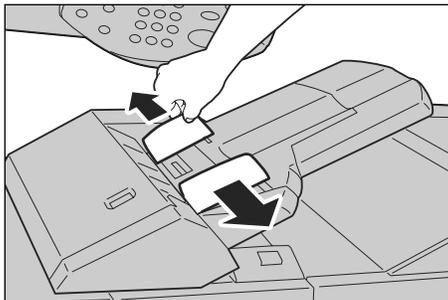
3. Place the paper with the side to be printed facing up and the bottom side to be fed first. Insert the paper slowly to the end along the paper guide.



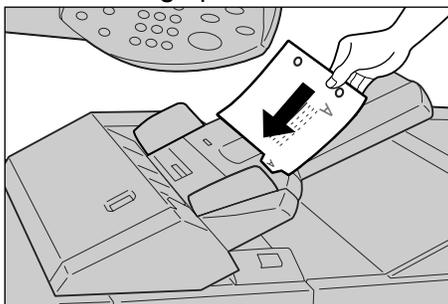
Load tab paper in Tray 8 (Post-process inserter)



1. Hold the center of the paper guides and slide them to the desired paper size.



2. If the paper is already printed on, load the paper with the printed side facing up and with the tab side to be fed first.



4. Maintenance

Refer to your User Guide for information and step-by-step instructions for replacing or maintaining the following consumables:

- Replacing the Dry Ink/Toner Cartridge
- Replacing the Dry Ink/Toner Waste Container
- Replacing the Staple Cartridge
- Replacing the Staple Cartridge for an optional Booklet Maker
- Emptying the Punch Scrap Container
- Replacing the Waste Staple Container

Supply items

Supply item	Supply number	Supply unit	Approximate yield/ carton
Dry Ink - Black (Toner Cartridge)	6R01237	1 unit per carton	81,000
Toner Waste Container	8R13036	1 unit per carton	210,000
Staple Housing Cartridge for 100 sheets (includes Waste Staple Container)	8R13029	4 cartridges per carton plus 1 replacement waste container	Holds 5000 staples
Staple Cartridge Refills for Booklet Maker	8R12925	4 Boxes per carton	5000 staple refills per box



NOTE: Customers on metered price plans will have their toner shipped to them automatically via the Metered Supplies Automatic Replenishment Program. Questions or issues should be directed to 1-800-599-2198. Staples are not included under metered price plans and are ordered separately by calling 1-800-822-2200.

Customer replaceable units (CRUs)

Supply item	Reorder number	Impressions/unit
Dry Ink/Toner Waste Container	8R13036	210,000

Call 1-800-821-2797 to order a new dry ink/toner waste container.



KEY POINT: Please have your machine serial number and your Xerox product customer number ready when you call to order supplies.

5. Problem solving

This section contains information about various problem solving situations. Instructions for solving problems can be found on the User Interface (UI), in the User Guide, or by using a combination of both.

Fault clearance

If a fault or problem occurs, there are several ways you can identify the type of fault. Once a fault or problem is identified, establish the probable cause and then apply the appropriate solution.

- If a fault occurs, first refer to the UI screen messages and animated graphics. Clear the fault in the order specified on the UI.
- If the problem is not resolved by following the screen messages and graphics, contact the System Administrator for assistance.

Image quality problems

Various situations can affect the quality of the output. Check the following conditions to ensure optimum print performance. If you still cannot resolve the problem, contact the System Administrator.

- Do not place the machine in direct sunlight or near a radiator.
- Follow regular maintenance schedules for cleaning areas, such as the output trays.



Refer to your User Guide for more detailed information on various image quality problems.

Paper jams

When a paper jam occurs, the machine stops and an alarm sounds. The UI displays a message. Follow the instructions for removing the jammed paper. If the paper tears while attempting to remove it, ensure that you remove any torn pieces from the machine.

If the UI continues to display a paper jam message after you have initially removed the jam, the paper is probably jammed at another location. Continue to follow the instructions on the UI for removing all paper jam areas.

When you have finished removing a paper jam, resume printing by selecting the Start button on the Control Panel or **Start** on the UI.



NOTE: Always refer the UI display for instructions on removing paper jams. Also refer to your User Guide.

6. Safety and Notices

This guide provides all the necessary operating procedures and maintenance information, including how to clear paper jams, daily care, setting various items, and precautions.

Please read this guide thoroughly to obtain the best performance on this product. After reading this guide, be sure to keep it handy for quick reference. It will be useful in case you forget how to perform operations or if a problem occurs with the machine.

For instructions on configuring your network environment, refer to the System Administration Guide. For information about optional accessories for the printer functionality, also refer to the guide provided with each optional accessory.

Since the machine is equipped with anti-counterfeit features, in some rare cases, certain kinds of documents may be unable to copy/print.

Safety notices

This Xerox product and the recommended supplies are designed and tested to meet strict safety requirements. These include safety agency approval and compliance to established environmental standards. Please read the following instructions carefully before operating the product, and refer to them as needed to ensure the continued safe operation of your product.



KEY POINT: The safety testing and performance of this product have been verified using Xerox materials only.



WARNING: Any unauthorized alteration, which may include the addition of new functions or connection of external devices, may impact the product certification. Please contact your authorized local dealer for more information.

Electrical safety

This product shall be operated from the type of electrical supply indicated on the product data plate label. If you are not sure that your electrical supply meets the requirements, please consult your local power company for advice.

- Use only the power cord supplied with this equipment.
- This equipment is to be used on a branch circuit that has larger capacity than rated ampere and voltage of the machine. See data plate on the rear panel for the rated ampere and voltage of this equipment. If the machine needs to be moved to a different location, contact a Xerox Service Representative or your authorized local representative or service support organization.
- Plug the power cord directly into a correctly grounded electrical outlet. Do not use an extension cord. If you do not know whether or not an outlet is grounded, consult a qualified electrician.
- Do not use a ground adapter plug to connect this equipment to an electrical outlet that lacks a ground connection terminal.



WARNING: You may incur a severe electrical shock if the outlet is not grounded correctly.



WARNING: This product must be connected to a protective earth circuit.

- Do not place the machine where people may step or trip on the power cord. Do not place objects on the power cord.
- Do not override or disable electrical or mechanical interlocks.
- Do not obstruct the ventilation openings. These openings prevent overheating of the machine.



WARNING: Never push objects of any kind into slots or openings on this equipment. Making a contact with a voltage point or shorting out a part may result in fire or electrical shock.

If any of the following conditions occur, immediately switch off the power to the machine and disconnect the power cord from the electrical outlet. Call an authorized Xerox service representative to correct the problem.

- The machine emits unusual noises or odors.
- The power cord is damaged or frayed.
- A wall panel circuit breaker, fuse, or other safety device is tripped.
- Liquid is spilled into the machine.
- The machine is exposed to water.
- Any part of the machine is damaged.

Disconnect device

The power cable is the disconnect device for this equipment and is attached to the back of the machine as a plug-in device. To remove all electrical power from the machine, disconnect the power cable from the electrical outlet.



WARNING: This product must be connected to a protective earth circuit.

Laser safety

North America

This product complies with safety standards and is certified as a Class 1 Laser product under the Center for Devices and Radiological Health (CDRH) of the United States Food and Drug Administration (FDA) implemented regulations for laser products. This product complies with FDA 21 CFR 1940.10 and 1040.11 except for deviations pursuant to Laser Notice No. 50, dated July 26, 2001. These regulations apply to laser products marketed in the United States. The label on the machine indicates compliance with CDRH regulations and must be attached to laser products marketed in the United States. This product does not emit hazardous laser radiation.



CAUTION: Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous exposure of laser light.

Since radiation emitted inside this product is completely confined within the protective housing and external covers, the laser beam cannot escape from the machine during any phase of the user operation.

This product contains laser warning labels. These labels are intended for use by the Xerox Service Representative and are placed on or near panels or shields that require special tools for removal. Do not remove any of the panels. There are no operator serviceable areas in these covers.

Europe and other markets

This product complies with IEC60825, Laser Safety Products.

The equipment complies with laser product performance standards set by governmental, national, and international agencies as a Class 1 Laser Product. It does not emit hazardous radiation as the beam is totally enclosed during all phases of customer operation and maintenance.



CAUTION: Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.

This product contains laser warning labels. These labels are intended for use by the Xerox Service Representative and are placed on or near panels or shields that require special tools for removal. Do not remove any of the panels. There are no operator serviceable areas inside these covers.

If you need additional safety information concerning the product or Xerox supplied materials, you may call the following number:

+44 (0) 1707 353434

Safety standards

North America

This Xerox product is safety certified by Underwriters Laboratories Incorporated to Standards UL60950-1 (first edition), and CSA International CAN/CSA C22.2 No. 60950-1-03 (First Edition).

Europe and other markets

This Xerox product is safety certified by Underwriters Laboratories Incorporated to publication IEC60950-1 (2001) First Edition.

Maintenance safety

- Do not attempt any maintenance procedure that is not specifically described in the documentation supplied with your product.
- Do not use aerosol cleaners. The use of supplies that are not approved may cause poor performance of the product and could create a dangerous condition.
- Use the supplies and cleaning materials only as directed in this manual. Keep all materials out of the reach of children.
- Do not remove the covers or guards that are fastened with screws. There are no parts behind these covers that you can maintain or service.

Do not perform any maintenance procedures unless you have been trained to do them by a Xerox representative, or unless a procedure is specifically described in one of the manuals included with your product.

Operational safety

Your Xerox equipment and supplies were designed and tested to meet strict safety requirements. These include safety agency examination, approval, and compliance with established environmental standards.

Your attention to the following safety guidelines will help ensure the continued safe operation of your product:

- Use the materials and supplies specifically designed for your product. The use of unsuitable materials may result in poor performance of the machine and possibly a hazardous situation.
- Follow all warnings and instructions that are marked on or supplied with the machine.
- Place the machine in a room that provides adequate space for ventilation and servicing.
- Place the machine on a level, solid surface (not on a thick pile carpet) that has adequate strength to support the weight of the machine.
- Do not attempt to move the machine. A leveling device that was lowered when your machine was installed may damage the carpet or floor.
- Do not set up the machine near a heat source.
- Do not set up the machine in direct sunlight.
- Do not set up the machine in line with the cold air flow from an air conditioning system.
- Do not place containers of coffee or other liquid on the machine.
- Do not block or cover the slots and openings on the machine.
- Do not attempt to override any electrical or mechanical interlock devices.



WARNING: Be careful when working in areas identified with this warning symbol. These areas may be very hot and should not be touched.

If you need any additional safety information concerning the machine or materials, contact your Xerox representative.

Ozone safety

This product produces ozone during normal operation. The ozone is heavier than air, and the quantity is dependent on print volume. Providing the correct environmental parameters, as specified in the Xerox installation procedures, ensures that concentration levels meet safe limits.

If you need additional information about ozone, request the Xerox publication, *OZONE* by calling 1-800-828-6571 in the USA. For a French language version, call 1-800-828-6571 in the USA, then press 2.

Notices

Radio frequency emissions

FCC in the USA

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the Federal Communications Commission (FCC) Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his/her own expense.

Changes or modifications to this equipment not specifically approved by the Xerox Corporation may void the user's authority to operate this equipment.



WARNING: Shielded cables must be used with this equipment to maintain compliance with FCC regulations.

In Canada (ICES-003)

This Class “A” digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe “A” est conforme à la norme NMB-003 du Canada.

Regulatory information for RFID (EU)

This product generates 13.56 MHz using an Inductive Loop System as a Radio Frequency IDentification system device (RFID). This system is certified in compliance with European Council Directive 99/5/EC and applicable local laws or regulations as applicable.

Regulatory information for RFID (US)

This product generates 13.56 MHz using an Inductive Loop System as a Radio Frequency Identification system device (RFID). This device meets the FCC Part 15C Unlicensed Modular Transmitter Approval requirements set forth in Public Notice DSA00-1407.

Safety extra low voltage approval

This Xerox product is in compliance with various governmental agencies and national safety regulations. All system ports meet the Safety Extra Low Voltage (SELV) circuits for connection to customer-owned devices and networks. Additions of customer-owned or third-party accessories that are attached to the product must meet or exceed the requirements previously listed. All modules that require external connection must be installed per the installation procedure.

Certifications in Europe



The CE marking that is applied to this product symbolizes Xerox Declaration of Conformity with the following applicable Directives of the European Union as of the dates indicated:

January 1, 1995: Council Directive 73/23/EEC amended by Council Directive 93/68/EEC, approximation of the laws of the member states related to low voltage equipment.

January 1, 1996: Council Directive 89/336/EEC, approximation of the laws of the member states related to electromagnetic compatibility.

March 9, 1999 Council Directive 99/5/EC on radio equipment and telecommunications terminal equipment and the mutual recognition of their conformity.

A full declaration, defining the relevant directives and referenced standards, can be obtained from your Xerox Limited representative or by contacting:

Environment, Health and Safety
Xerox
Bessemer Road
Welwyn Garden City
Herts
AL7 1BU
England
Tel Number +44 (0) 1707 353434



WARNING: This product is certified manufactured and tested in compliance with strict safety and radio frequency interference regulations. Any unauthorized alteration which includes the addition of new functions or the connection of external devices may impact this certification. Please contact your local Xerox Limited representative for a list of approved accessories.



WARNING: In order to allow this equipment to operate in proximity to Industrial, Scientific, and Medical (ISM) equipment, the external radiation from the ISM equipment may have limited or special mitigation measures taken.



WARNING: This is a Class A product in a domestic environment. This product may cause radio frequency interference in which case the user may be required to take adequate measures.



WARNING: Shielded cables must be used with this equipment to maintain compliance with Council Directive 89/336/EEC.

It's illegal...

In the USA

Congress, by statute, has forbidden the reproduction of the following subjects under certain circumstances. Penalties of fine or imprisonment may be imposed on those guilty of making such reproductions.

1. Obligations or Securities of the United States Government, such as:

- Certificates of Indebtedness
- National Bank Currency
- Coupons from Bonds
- Federal Reserve Bank Notes
- Silver Certificates
- Gold Certificates
- United States Bonds
- Treasury Notes
- Federal Reserve Notes
- Fractional Notes
- Certificates of Deposit
- Paper Money

Bonds and Obligations of certain agencies of the government, such as FHA, etc.

Bonds. (U.S. Savings Bonds may be photographed only for publicity purposes in connection with the campaign for the sale of such bonds.)

Internal Revenue Stamps. (If it is necessary to reproduce a legal document on which there is a canceled revenue stamp, this may be done provided the reproduction of the document is performed for lawful purposes.)

Postage Stamps, canceled or uncanceled. (For philatelic purposes, Postage Stamps may be photographed, provided the reproduction is in black and white and is less than 75% or more than 150% of the linear dimensions of the original.)

Postal Money Orders.

Bills, Checks, or Drafts of money drawn by or upon authorized officers of the United States.

Stamps and other representatives of value, of whatever denomination, which have been or may be issued under any Act of Congress.

2. Adjusted Compensation Certificates for Veterans of the World Wars.
3. Obligations or Securities of any Foreign Government, Bank, or Corporation.
4. Copyrighted material, unless permission of the copyright owner has been obtained or the reproduction falls within the "fair use" or library reproduction rights provisions of the copyright law. Further information of these provisions may be obtained from the Copyright Office, Library of Congress, Washington, D.C. 20559. Ask for Circular R21.
5. Certificates of Citizenship or Naturalization. (Foreign Naturalization Certificates may be photographed.)
6. Passports. (Foreign Passports may be photographed.)
7. Immigration Papers.
8. Draft Registration Cards.
9. Selective Service Induction Papers that bear any of the following Registrant's information:
 - Earnings or Income
 - Court Record
 - Physical or mental condition
 - Exception: United States military discharge certificates may be photographed.
 - Dependency Status
 - Previous military service
10. Badges, Identification Cards, Passes, or Insignia carried by military personnel, or by members of the various Federal Departments, such as FBI, Treasury, etc. (unless photograph is ordered by the head of such department or bureau.)

Reproducing the following is also prohibited in certain states: Automobile Licenses, Drivers' Licenses, and Automobile Certificates of Title.

The above list is not all inclusive, and no liability is assumed for its completeness or accuracy. In case of doubt, consult your attorney.

In Canada

Parliament, by statute, has forbidden the reproduction of the following subjects under certain circumstances. Penalties of fines or imprisonment may be imposed on those guilty of making such copies.

1. Current bank notes or current paper money.
2. Obligations or securities of a government or bank.
3. Exchequer bill paper or revenue paper.
4. The public seal of Canada or of a province, or the seal of a public body or authority in Canada, or of a court of law.
5. Proclamations, orders, regulations or appointments, or notices thereof (with intent to falsely cause same to purport to have been printed by the Queen's Printer for Canada, or the equivalent printer for a province).
6. Marks, brands, seals, wrappers or designs used by or on behalf of the Government of Canada or of a province, the government of a state other than Canada or a department, board, Commission or agency established by the Government of Canada or of a province or of a government of a state other than Canada.
7. Impressed or adhesive stamps used for the purpose of revenue by the Government of Canada or of a province or by the government of a state other than Canada.
8. Documents, registers or records kept by public officials charged with the duty of making or issuing certified copies thereof, where the reproduction falsely purports to be a certified copy thereof.
9. Copyrighted material or trademarks of any manner or kind without the consent of the copyright or trademark owner.

The above list is provided for your convenience and assistance, but it is not all inclusive, and no liability is assumed for its completeness or accuracy. In case of doubt, consult your solicitor.

In other countries

Copying/printing certain documents may be illegal in your country. Penalties of a fine or imprisonment may be imposed on those found guilty of making such reproductions, which include:

- Currency notes
- Bank notes and cheques
- Band and government bonds and securities
- Passports and identification cards
- Copyright materials or trademarks without the consent of the owner
- Postage stamps and other negotiable instruments

This list is not inclusive and no liability is assumed for either its completeness or accuracy. In case of doubt, contact your legal counsel.

Environmental notices for the USA



As an ENERGY STAR[®] partner, Xerox Corporation has determined that this product meets the ENERGY STAR guidelines for energy efficiency.

The ENERGY STAR and ENERGY STAR MARK are registered United States trademarks.

The ENERGY STAR Office Equipment Program is a team effort between U.S., European Union and Japanese governments, and the office equipment industry to promote energy-efficient copiers, printers, fax, multifunction machines, personal computers, and monitors. Reducing product energy consumption helps combat smog, acid rain, and long-term changes to the climate by decreasing the emissions that result from generating electricity.

Xerox ENERGY STAR equipment is preset at the factory. Your machine will be delivered with the timer for switching to Low Power Mode from the last copy/print output, set at 15 minutes. The time to switch to power save (auto off/sleep) mode is set at 60 minutes from the last copy/print output. A more detailed description of the Power Saver Mode, together with instructions on changing the default time to suit your work pattern, can be found in the System Administration Guide, Power Saver section.

Product recycling and disposal

If you are managing the disposal of your Xerox product, please note that the product may contain lead, mercury, perchlorate, and other materials whose disposal may be regulated due to environmental considerations. The presence of lead and perchlorate is fully consistent with global regulations applicable at the time that the product was placed on the market.

North America

Xerox operates a worldwide equipment take-back and reuse/recycle program. Contact your Xerox sales representative (1-800-ASK-XEROX) to determine whether this Xerox product is part of the program. For more information about Xerox environmental programs, visit www.xerox.com/environment.

For recycling and disposal information, contact your local authorities. In the United States, you may also refer to the Electronic Industries Alliance web site: www.eiae.org.

Perchlorate Material

This product may contain one or more Perchlorate-containing devices, such as batteries. Special handling may apply, please see www.dtsc.ca.gov/hazardouswaste/perchlorate.

If your product is not part of the Xerox program and you are managing its disposal, please follow the instructions provided in the above paragraph.

European Union



Application of this symbol on your equipment is confirmation that you must dispose of this equipment in compliance with agreed national procedures.

In accordance with European legislation end-of-life electrical and electronic equipment subject to disposal must be managed within agreed procedures.

Prior to disposal, contact your local dealer or Xerox representative for end-of-life take-back information.

Other countries

Please contact your local waste authorities and request disposal guidance.

XEROX®

