

You must set up the hardware and install the driver before you can use the printer.

Please use the Quick Setup Guide to set up the printer. You can find a printed copy in the box.

Please read this User's Guide thoroughly before you use the printer. Keep the CD-ROM in a convenient place so you can use it quickly if you need to.

Please visit our web site at <http://www.fxprinters.com> where you can get the latest Driver Updates.

Apple, the Apple Logo, and Macintosh are trademarks of Apple Computer, Inc., registered in the U.S. and other countries.  
Epson is a registered trademark and FX-850 is a trademark of Seiko Epson Corporation.  
Hewlett Packard is a registered trademark and HP LaserJet 6P, 6L, 5P, 5L, 4, 4L, 4P, III, IIIP, II, and IIP are trademarks of Hewlett-Packard Corporation.  
IBM, IBM PC, and Proprinter are registered trademarks of IBM Corporation.  
Microsoft, MS-DOS, Windows, and Windows NT are either registered trademarks or trademarks of Microsoft Corporation in the United States and/or other countries.  
All product/brand names are trademarks or registered trademarks of the respective holders.

#### Damage related to computer virus

Fuji Xerox is not responsible for any breakdown of machines due to infection of computer virus or computer hacking.

#### Important

- (1) This manual is copyrighted with all rights reserved. Under the copyright laws, this manual may not be copied or modified in whole or part, without the written consent of the publisher.
- (2) Parts of this manual are subject to change without prior notice.
- (3) We welcome any comments on ambiguities, errors, omissions, or missing pages.
- (4) Never attempt any procedure on the machine that is not specifically described in this manual. Unauthorized operation can cause faults or accidents. Fuji Xerox is not liable for any problems resulting from unauthorized operation of the equipment.

Xerox and The Document Company are registered trademarks.

# Table of Contents

<b>1</b>	<b>Before using the machine</b> .....	<b>1-1</b>
	Preface .....	1-1
	Using this guide .....	1-2
	Safety notes.....	1-4
	The objectives of the International Energy Star Program.....	1-11
	Illegal copies and printouts .....	1-12
<b>2</b>	<b>About this printer</b> .....	<b>2-1</b>
	What is in the box? .....	2-1
	Interface cable .....	2-2
	Front view .....	2-3
	Back view .....	2-3
	Positioning the printer.....	2-4
	Power supply .....	2-4
	Environment .....	2-4
	What kind of paper can I use?.....	2-5
	Type and size of paper .....	2-5
	Recommended paper .....	2-6
	Printable area .....	2-7
	Portrait.....	2-7
	Landscape.....	2-7
	Printing methods.....	2-8
	Printing on plain paper, bond paper and transparencies.....	2-8
	Printing on plain paper or transparencies from the paper tray .....	2-8
	Printing on plain paper, bond paper or transparencies from the manual feed slot.....	2-11
	Printing on heavyweight paper, labels and envelopes .....	2-14
	Printing on heavyweight paper, labels and envelopes from the manual feed slot.....	2-14
	Types of envelopes to avoid.....	2-17
	2 Sided Printing .....	2-18
	Guidelines for printing on both sides of the paper .....	2-18
	Printing on both sides of the paper (2 sided printing) .....	2-18
	2 Sided printing from the paper tray .....	2-18
	2 Sided printing from the manual feed slot.....	2-19
	Paper orientation for 2 sided printing.....	2-20
<b>3</b>	<b>Driver</b> .....	<b>3-1</b>
	Print driver .....	3-1
	For Windows® .....	3-3
	Features in the print driver.....	3-3
	For Macintosh® .....	3-12
	Uninstalling the print driver .....	3-14
	Print driver for Windows® .....	3-14
	FX Laser driver for Macintosh® .....	3-15
<b>4</b>	<b>Control panel</b> .....	<b>4-1</b>
	Service call indications .....	4-5

Control panel button (Go button) .....	4-7
Print a test page .....	4-8
Using control panel button .....	4-8
Using the print driver .....	4-8
Print a Printer Settings page .....	4-9
Using the control panel button .....	4-9
Using the print driver .....	4-9

## **5** Routine maintenance .....5-1

---

Replacing the consumable items .....	5-1
Toner cartridge .....	5-2
Toner Low message .....	5-2
Toner Empty message .....	5-3
Replacing the toner cartridge .....	5-3
Drum unit .....	5-7
Change Drum message .....	5-7
Replacing the drum unit .....	5-8
Cleaning .....	5-11
Cleaning the outside of the printer .....	5-11
Cleaning the inside of the printer .....	5-12
Cleaning the corona wire .....	5-14

## **6** Troubleshooting .....6-1

---

Identifying your problem .....	6-1
Error messages in the Status Monitor .....	6-2
Error message printout .....	6-3
Paper handling .....	6-4
Paper jams and how to clear them .....	6-5
Other problems .....	6-10
For Macintosh® with USB .....	6-10
Improving the print quality .....	6-10
Solving print problems .....	6-15

## **A** Appendix .....A-1

---

Printer specifications .....	A-1
------------------------------	-----

## **I** Index .....I-1

---

# 1

## Before using the machine

### Preface

Thank you for selecting the Fuji Xerox DocuPrint 203A.

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

This guide assumes that the operator has a basic knowledge of the operating environment of the personal computer in use, networking environments, and how to operate a personal computer.

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.



As a member of the International Energy Star Program, Fuji Xerox confirms this product satisfies the requirements for International Energy Star Program standards.

## Using this guide

This section describes the organization of this guide.

### Guides supplied

---

We provide the following guides for optimum usage of the machine.

#### Included Manuals

The following manuals are included with this product. They are referred to as accompanying manuals.

These accompanying manuals include descriptions on configurations and operation of the product.

- **User's Guide (This Document, included on the supplied CD-ROM)**  
This guide describes all the necessary steps for print, clearing paper jams, daily care, setting the various items and safety information.
- **Quick Setup Guide**  
This guide describes how to set up the printer and install the print driver.

### Organization of this Guide

---

This guide consists of the following chapters.

- **1 Before using the machine**  
Describes how to use this document, as well as cautions on using the product safely and legally.
- **2 About this printer**  
Describes the machine components, how to position the printer and other information.
- **3 Driver**  
Describes the print driver.
- **4 Control panel**  
Describes the service call indications and the control panel button.
- **5 Routine maintenance**  
Describes how to replace the consumable items and how to clean the printer.
- **6 Troubleshooting**  
Describes troubleshooting procedures.
- **7 Appendix**  
Describes printer specifications.

## Conventions

---

- In this document, “computer” refers to a personal computer or workstation.
- The following indications are used in this guide:



Notes tell you how you should respond to a situation that may arise or give tips about how the current operation works with other features.

### **IMPORTANT**

**IMPORTANT** indicates important information which you should read.

## Safety notes

Read these safety notes carefully before using this product to make sure you operate the equipment safely. Your Fuji Xerox product and recommended supplies have been 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.

The safety and environment testing and performance of this product have been verified using Fuji 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 Service Provider for more information.

Graphic symbols used throughout this guide

 **WARNING** Used for items that if not followed strictly, can lead to severe or fatal injuries.

 **CAUTION** Used for items that if not followed strictly, can cause injuries to user or damages to the machine.

 A symbol for items to pay attention to when handling the machine. Follow instructions carefully to use machine safely.



 A symbol for prohibited items. Follow instructions carefully to avoid any dangerous acts.



 A symbol for items that must be performed. Follow instructions carefully to carry out these essential tasks.



## For installation & relocation

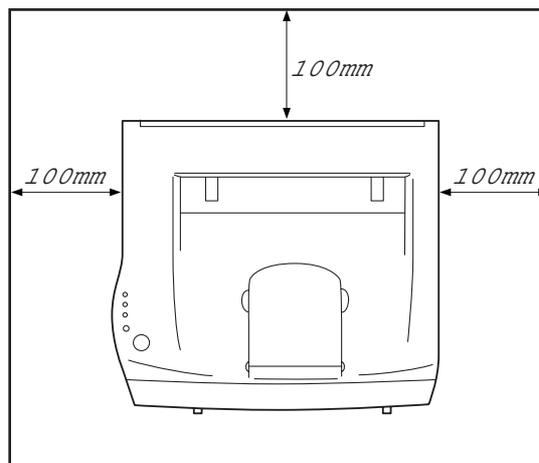
### CAUTION

 Do not place the machine near heaters or volatile, flammable, or combustible materials such as curtains that may catch fire.

 Place the machine on a level and sturdy surface that can withstand a weight of 6.55 kg. If tilted, the machine may fall over and cause injuries.

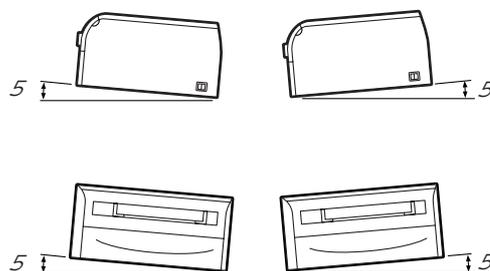
 Do not place the machine in a hot, humid, dusty, or poorly ventilated environment. Prolonged exposure to these adverse conditions can cause fire or electric shocks.

 The machine has ventilation holes on both sides. Ensure that the machine is installed with a minimum clearance of 100 mm from the vent to the wall. A poorly ventilated machine can cause excessive internal heat and fire. The accompanying diagram shows the minimum clearances required for normal operation, consumables replacement, and maintenance to ensure your machine operates at peak performance.



 When moving the machine, be sure to unplug the power cord from the outlet. If the machine is moved with the power cord connected, it can cause damage to the cord which could result in fire or electric shocks.

 When moving the machine, do not tilt it more than 5 degrees. If tilted excessively, the machine may fall over and cause injuries.



 The Ethernet cable is for indoor use only. External use will result in premature damage from the elements.

## For power & earth connection

### **WARNING**

-  Two power specifications are listed below. The specifications that apply to your machine depend on your machine configuration. Connect the power plug only to a properly rated power outlet. Otherwise, it can cause fire or electric shocks. If in doubt, contact our Customer Support Centre or your dealer.
  - Rated voltage 100 to 120 V, 8.6 A  
Rated frequency 50/60 Hz
  - Rated voltage 220 to 240 V, 4.3 A  
Rated frequency 50/60 Hz
-  Ensure that the plug connection is free of dust. In a damp environment, a contaminated connector can draw a non-negligible amount of current that can generate heat and eventually cause fire over an extended period of time.
-  Do not attempt to rework, pull, bend, chafe, or otherwise damage the power cord. Do not place a heavy object on the cord. A damaged cord can cause fire or electric shocks.
-  Never touch a power cord with wet hands. Danger of electric shock exists.
-  Stop operation immediately if your machine produces smoke, excessive heat, unusual noise, or smell, or if water is spilled onto the machine. These conditions can cause fire. Immediately switch off and unplug the machine, and contact our Customer Support Centre.
-  Plug the power cord directly into a grounded electrical outlet easily accessible. Do not use an extension cord. If you do not know whether an outlet is grounded, consult a qualified electrician. Improper connection of the equipment-grounding conductor can result in an electric shock.
-  If the power cord is broken or insulated wires are exposed, ask our Customer Support Centre or your dealer for a replacement. Using a damaged cord can cause fire or electric shocks.
-  Use only the power cord specified for this printer. Using a different cord may cause fire or electric shock. Do not use the machine's power cord on any other equipment.

### **CAUTION**

-  Do not unplug or replug the machine while it is on. Unplugging a live connector can deform the plug and cause fire.

-  When unplugging the machine, grasp the plug instead of the cord. Forcibly pulling on a cord can damage it and cause fire or electric shocks.
-  Be sure to switch off and unplug the machine before accessing the interior of the machine for cleaning, maintenance, or fault clearance. Access to a live machine's interior can cause electric shocks.
-  When the machine is not used over an extended period of time, switch it off and unplug it. If an unused machine is left connected to a power source for a long period, degraded insulation can cause electric shocks, current leakages, or fire.
-  Once a month, unplug the machine and check the power cord for the following:
- The power cord is plugged firmly into a receptacle.
  - The plug is not excessively heated, rusted, or bent.
  - The plug and receptacle are free of dust.
  - The cord is not cracked or frayed.
- If you notice any unusual conditions, contact our Customer Support Centre.

## For machine operation

### **WARNING**

-  Do not place any liquid container such as a vase or coffee cup on the machine. Spilt water can cause a fire or shock hazard.
-  Do not place any metal parts such as staples or clips on the machine. If metal and flammable parts get into the machine, they can short-circuit internal components, and cause fire or electric shocks.
-  If debris (metal or liquid) gets into the machine, switch off and unplug the machine. Contact our Customer Support Centre. Operating a debris-contaminated machine can cause fire or electric shocks.
-  Never open or remove machine covers that are secured with screws unless specifically instructed in this guide. A high voltage component can cause electric shocks.
-  Do not try to alter the machine configuration, or modify any parts. An unauthorized modification can cause smoke or fire.

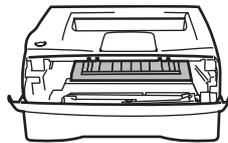
- Do not play this CD-ROM using an incompatible CD-ROM player. Playing at high volume levels can cause hearing damage and speaker failure.

**CAUTION**

- This equipment is certified as a Class 1 laser product under [IEC60825]. This means that the machine does not emit hazardous laser radiation. Since radiation emitted inside the machine is completely confined within the protective housings and external covers, the laser beam cannot escape from the machine during any phase of user operation. Do not perform any operation apart from the instructions given in the manual. There may be a danger of laser beam leakage.

- Never touch a labelled area found on or near the fuser unit. You can get burnt. If a sheet of paper is wrapped around the heat roller, do not try to remove it by yourself to avoid injuries or burns. Switch off the machine immediately, and contact our Customer Support Centre.

- After you have just used the printer, some parts inside the printer are extremely hot. When you open the front cover or back cover of the printer, never touch the shaded parts shown in the illustrations. Wait for the printer to cool down before you touch the internal parts of the printer.



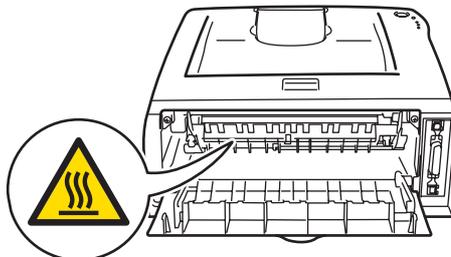
Inside the printer  
(Front View)



Open the back cover  
(Back View)

- Do not use conductive paper, e.g. folding paper, carbonic paper and coated paper. When paper jam occurs, they can cause a short circuit and fire.

- The fuser unit is marked a caution label. Please do not remove or damage the label.



## For consumables

---

### **WARNING**

-  Never throw a toner cartridge into an open flame. Toner remaining in the cartridge can cause an explosion and you can get burnt.
-  Never use a vacuum cleaner when you clean spilled toner. It can cause explosion as the toner fills the vacuum cleaner and gets sparks. Use a broom or a wet cloth.

### **CAUTION**

-  Never heat the drum in a drum cartridge, or scratch its surface. A heated or scratched drum can be hazardous to your health.
-  Be careful not to inhale the toner.
-  If your clothes are smeared with toner, wipe off the toner with a dry cloth and immediately wash the clothes in cold water to avoid stains.

## Radio interference (220-240 volt model only)

---

This printer follows EN55022 (CISPR Publication 22)/Class B.

Before you use this product, make sure that you use the following interface cables.

1. A shielded parallel interface cable with twisted-pair conductors and that it is marked "IEEE 1284 compliant".
2. A USB cable.

The cable must not be more than 2 meters long.

## IEC 60825-1 specification (220 to 240 volt model only)

---

This printer is a Class 1 laser product as defined in IEC 60825-1 specifications. The label shown below is

attached in countries where it is needed.



This printer has a Class 3B laser diode which produces invisible laser radiation in the scanner unit. You should not open the scanner unit under any circumstances.

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

**Internal laser radiation**

Maximum radiation power: 5 mW

Wave length: 770 - 810 nm

Laser class: Class 3B

## The objectives of the International Energy Star Program

To protect the global environment and conserve energy resources, the International Energy Star Program encourages the following product features. Fuji Xerox confirms DocuPrint 203A satisfies the requirements for this program.

### 2 sided feature

---

To reduce the volume of copy paper used, the 2 sided copying feature is set as a default for the machine. You can copy two 1 sided originals on both sides of a sheet of paper. You can also make 1 sided copies. For information about this feature, refer to *Printing on both sides of the paper (2 sided printing)* on page 2-18.

### Power saving feature (Sleep Timer mode)

---

This product has a power saving feature which switches the machine to the Sleep Timer mode automatically if the machine is on and not operated for a certain period of time. By default, the fuser power automatically cuts when the printer is idle for 5 minutes. The printer is then in energy save mode.

For information about this feature, refer to *Sleep Timer* on page 3-7.

## Illegal copies and printouts

Copying or printing certain documents may be illegal in your country. Penalties of fines or imprisonment may be imposed on those found guilty. The following are examples of items that may be illegal to copy or print in your country.

- Currency
- Banknotes and checks
- Bank and government bonds and securities
- Passports and identification cards
- Copyright material 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.

### **Notice:**

This machine is provided with the recognition function to prevent the copying of currency. Also, in case currency or securities are copied, the forgery tracing function can identify a machine used for the copy.

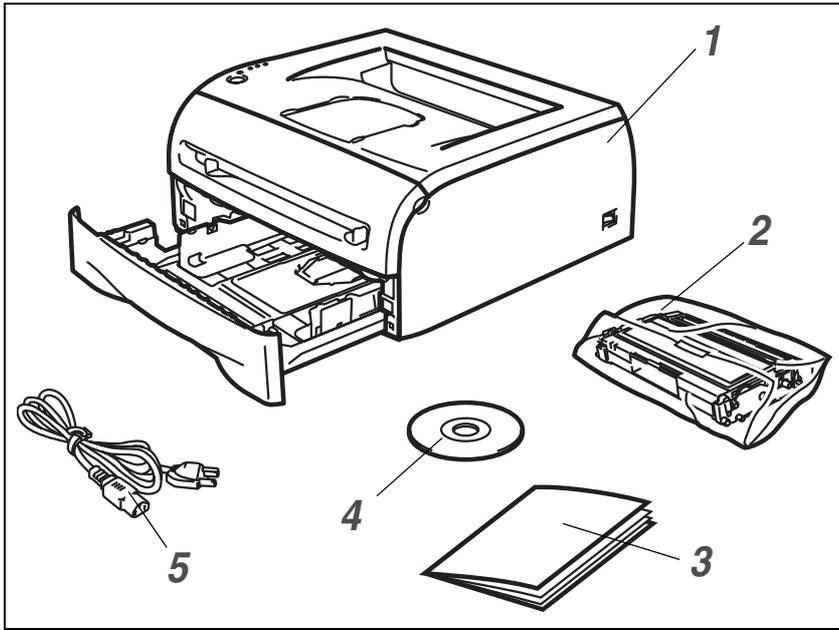
Note that the recognition function prevents a limited range of illegal copies. Always put your machine under careful charge to prevent illegal copies from being made.

# 2

## About this printer

### What is in the box?

When you unpack the printer, check that you have all of the following parts.



- 1 Printer
- 2 Drum unit and toner cartridge assembly
- 3 Quick Setup Guide
- 4 CD-ROM
- 5 AC power cord

Parts may vary from one country to another.

#### Note

- The AC power cord may be slightly different than the one in the illustration above, depending on which country you bought the printer in.
- The printer comes with two AC power cords in some countries. Use either one depending on your local AC outlet.

For countries such as Singapore, Hong Kong, and Malaysia	
For countries such as Thailand, Indonesia, and Vietnam	

## Interface cable

---

The interface cable is not a standard accessory. Please purchase the appropriate interface cable for the interface you intend to use (USB or Parallel).

### ■ USB cable

Do not use a USB interface cable that is longer than 2.0 meters.

Do not connect the USB cable to a non-powered hub or a Mac<sup>®</sup> keyboard.

When you use a USB cable, make sure you connect it to the USB connector of your PC.

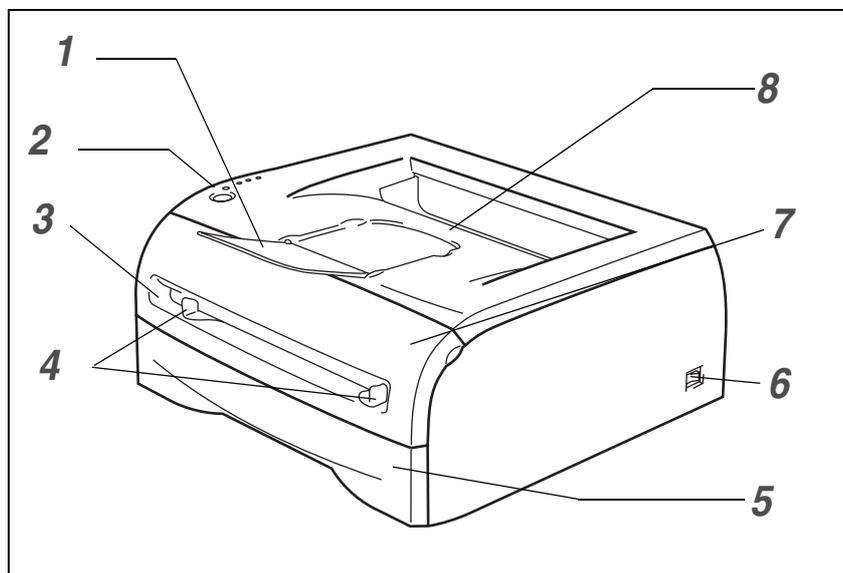
USB is not supported under Windows<sup>®</sup> 95 or Windows NT<sup>®</sup>4.0.

### ■ Parallel interface

Do not use a Parallel interface cable that is longer than 2.0 meters.

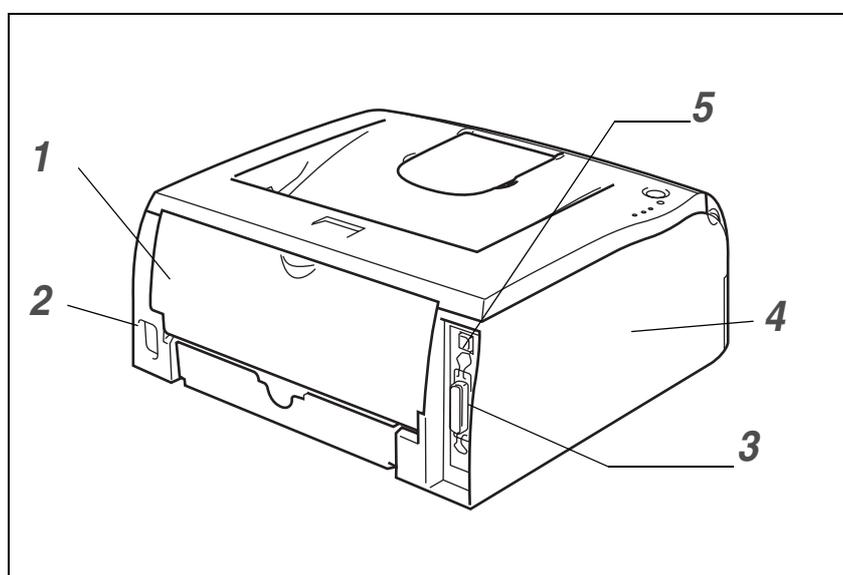
Use a shielded interface cable that is IEEE 1284-compliant.

## Front view



- 1** Face-down Output Tray Support Flap (Support Flap)
- 2** Control Panel
- 3** Manual Feed slot
- 4** Manual Feed Paper Guides
- 5** Paper Tray
- 6** Power Switch
- 7** Front Cover
- 8** Face-down Output Tray

## Back view



- 1** Back Cover
- 2** AC Power Connector
- 3** Parallel Interface Connector
- 4** Side Cover
- 5** USB Interface Connector

## Positioning the printer

Please read the following before you use the printer.

### Power supply

---

Use the printer within the recommended power range.

Power source:	110 V model:	AC 100 to 120 V, 50/60 Hz
	220 V model:	AC 220 to 240 V, 50/60 Hz

The power cord, including extensions, should not be longer than 5 meters (16.5 feet).

Do not share the same power circuit with other high-power appliances, such as an air conditioner, copier, shredder and so on. If you cannot avoid using the printer with these appliances, we recommend that you use a voltage transformer or a high-frequency noise filter.

Use a voltage regulator if the power source is not stable.

### Environment

---

- You should setup the printer near a power outlet that you can easily reach, so that it can be easily unplugged from the power outlet if there is an emergency.
- Only use the printer within the following ranges of temperature and humidity:

Temperature: 10 °C to 32.5 °C

Humidity: 20% to 80% (without condensation)

- You should use the printer in a well-ventilated room.
- Put the printer on a flat, horizontal surface.
- Keep the printer clean. Do not put the printer in a dusty place.
- Do not put the printer where the ventilation hole of the printer is blocked. Keep a gap of approximately 100 mm between the ventilation hole and the wall.
- Do not put the printer in direct sunlight. If you have to put it near a window, use a blind or a heavy curtain to protect the printer from direct sunlight.
- Do not put the printer near devices that contain magnets or generate magnetic fields.
- Do not subject the printer to strong physical shocks or vibrations.
- Do not expose the printer to open flames, salty or corrosive gasses.
- Do not put objects on top of the printer.
- Do not put the printer near an air conditioner.
- Keep the printer horizontal when you carry it.

# What kind of paper can I use?

## Type and size of paper

The printer loads paper from the installed paper tray, or the manual feed slot.

The names for the paper trays in the print driver and this guide are as follows:

<b>Paper tray</b>	<b>Tray 1</b>
<b>Manual feed slot</b>	<b>Manual</b>

While looking at this page on the CD-ROM, you can jump to the page for each printing method by clicking ⓘ in the table.

Paper type	Tray 1	Manual	Select the Paper type from the print driver
<b>Plain paper</b> 75 g/m <sup>2</sup> to 105 g/m <sup>2</sup>	ⓘ	ⓘ	<b>Plain</b>
<b>Recycled paper</b>	ⓘ	ⓘ	<b>Recycled</b>
<b>Bond paper</b>		ⓘ	<b>Bond</b>
<b>Heavyweight paper</b> 105 g/m <sup>2</sup> to 161 g/m <sup>2</sup>		ⓘ	<b>Heavyweight 1 or Heavyweight 2</b>
<b>Lightweight paper</b> 60 g/m <sup>2</sup> to 75 g/m <sup>2</sup>	ⓘ	ⓘ	<b>Lightweight</b>
<b>Transparency</b>	ⓘ Up to 10 sheets A4 or Letter	ⓘ A4 or Letter	<b>Transparency</b>
<b>Labels</b>		ⓘ A4 or Letter	<b>Heavyweight 2</b>
<b>Envelopes</b>		ⓘ	<b>Envelope</b> <b>Env. Lightweight</b> <b>Env. Heavyweight</b>

	Tray 1	Manual
<b>Paper size</b>	A4, Letter, Legal*, B5(JIS), B5(ISO), Executive, A5, A6, B6(ISO)	Width: 69.8 to 216mm ±1.0mm Height: 116 to 406.4mm ±1.0mm
<b>Number of sheets</b>	250 sheets (80 g/m <sup>2</sup> )	Single sheet

\* Legal paper is not available in some regions.

## Recommended paper

---

- Before you buy a lot of paper, please test a small quantity to make sure that the paper is suitable.
- Use paper that is made for plain-paper copying.
- Use paper that is 80 to 90 g/m<sup>2</sup>.
- Use neutral paper. Do not use acidic or alkaline paper.
- Use long-grain paper.
- Use paper with a moisture content of approximately 5%.

### IMPORTANT

Do not use ink jet paper, because it might cause a paper jam or damage your printer.

### Note

If you use paper other than the ones recommended, a paper jam or misfeeding may occur in the printer.

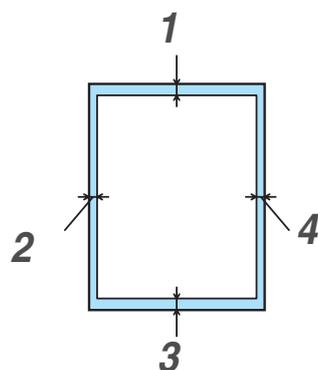
---

To help you choose which paper to use with this printer, see *Important information for choosing your paper* on page A-5.

## Printable area

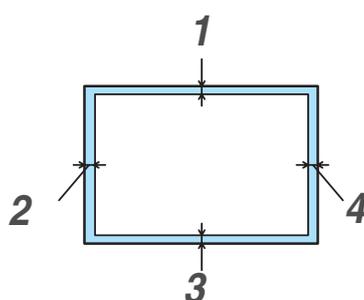
The edges of the paper that cannot be printed on are shown below.

### Portrait



	A4	Letter	Legal	B5 (ISO)	Executive	A5	A6	B6
<b>1</b>	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm
<b>2</b>	6.01 mm	6.35 mm	6.35 mm	6.01 mm	6.35 mm	6.01 mm	6.01 mm	6.01 mm
<b>3</b>	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm
<b>4</b>	6.01 mm	6.35 mm	6.35 mm	6.01 mm	6.35 mm	6.01 mm	6.01 mm	6.01 mm

### Landscape



	A4	Letter	Legal	B5 (ISO)	Executive	A5	A6	B6
<b>1</b>	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm
<b>2</b>	5.0 mm	5.08 mm	5.08 mm	5.0 mm	5.08 mm	5.0 mm	5.0 mm	5.0 mm
<b>3</b>	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm	4.23 mm
<b>4</b>	5.0 mm	5.08 mm	5.08 mm	5.0 mm	5.08 mm	5.0 mm	5.0 mm	5.0 mm

## Printing methods

### Printing on plain paper, bond paper and transparencies

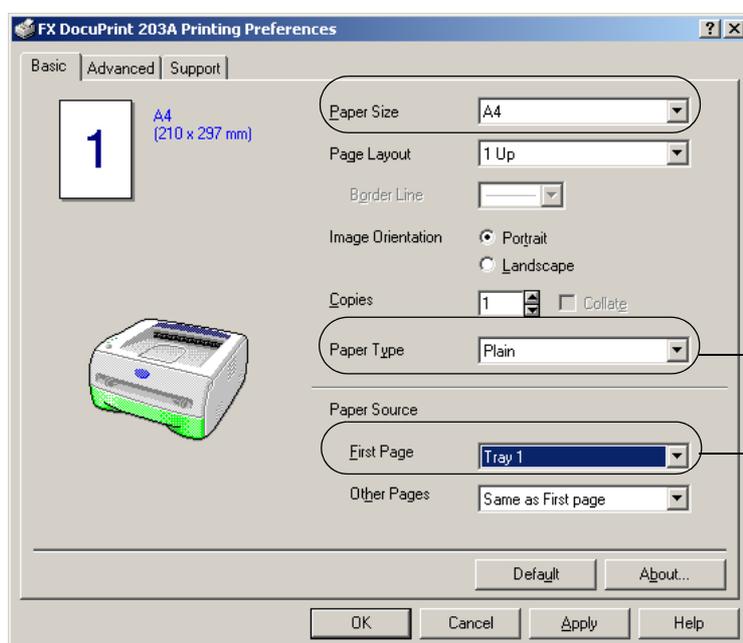
You can print on plain paper, bond paper or transparencies from the paper tray or manual feed slot. For the paper you want to use, see *What kind of paper can I use?* on page 2-5.

#### Printing on plain paper or transparencies from the paper tray

##### Note

Do not put more than 10 transparencies in the paper tray, if you print on transparencies.

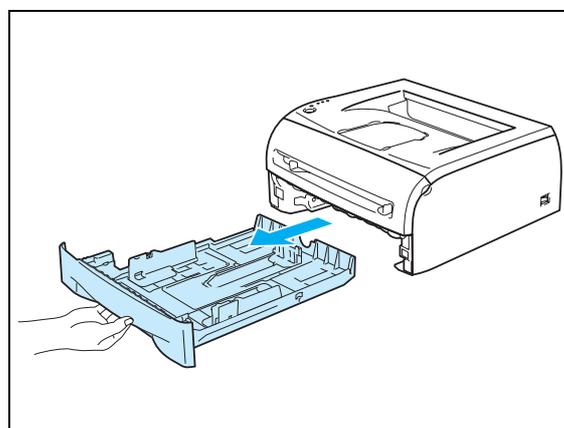
- 1 Select the **Paper Size**, **Paper Type**, **Paper Source** and other settings in the print driver.



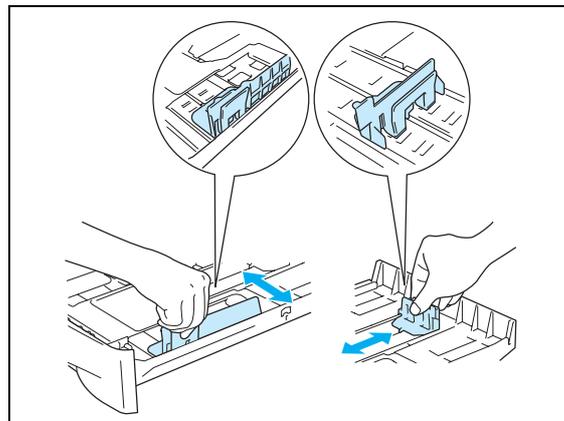
Select **Plain** or **Transparency**.

Select **Tray 1**.

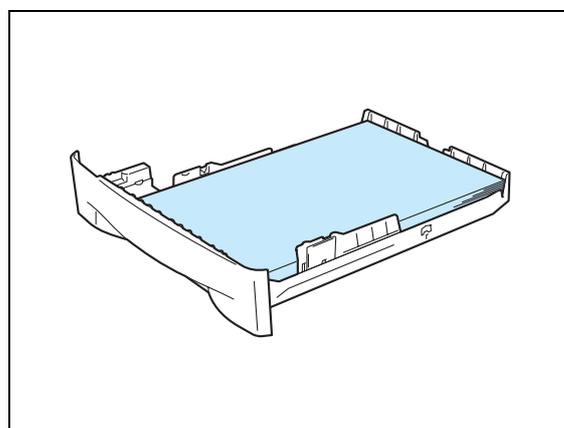
- 2 Pull the paper tray completely out of the printer.



- 3** While pressing the blue paper-guide release lever, slide the paper guides to fit the paper size. Check that the guides are firmly in the slots.



- 4** Put paper in the tray.

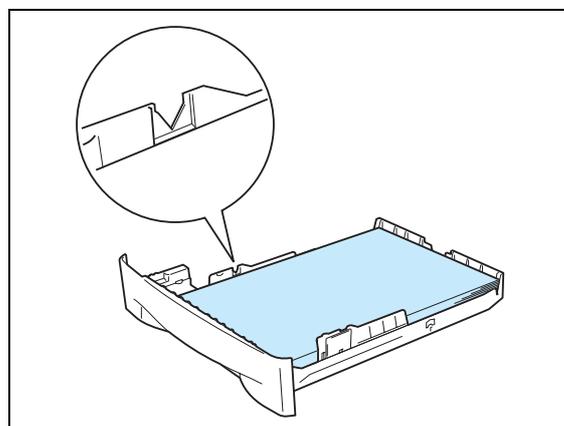


- 5** Check that the paper is below the maximum paper mark (▼).



**Note**

- Paper jams may occur if you put more than 250 sheets (80 g/m<sup>2</sup>) of plain paper in the paper tray at any one time.
- Paper jams may occur if you put more than 10 transparencies in the paper tray at any one time.
- When you use pre-printed paper, put the side that is going to be printed on (blank side) face down, with the top of the paper at the front of the tray.



- 6** Put the paper tray firmly back in the printer. Check that it is completely in the printer.

- 7 Lift up the support flap to prevent paper from sliding off the face-down output tray.

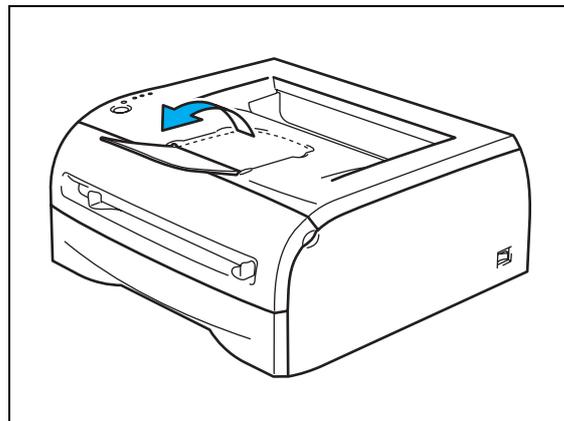
 **Note**

If you choose not to lift up the output tray support flap, we recommend that you remove printed pages immediately after they come out of the printer.

- 8 Send the print data to the printer.

 **Note**

If you print on transparencies, remove each transparency immediately. Stacking the printed transparencies may cause a paper jam or the transparency to curl.

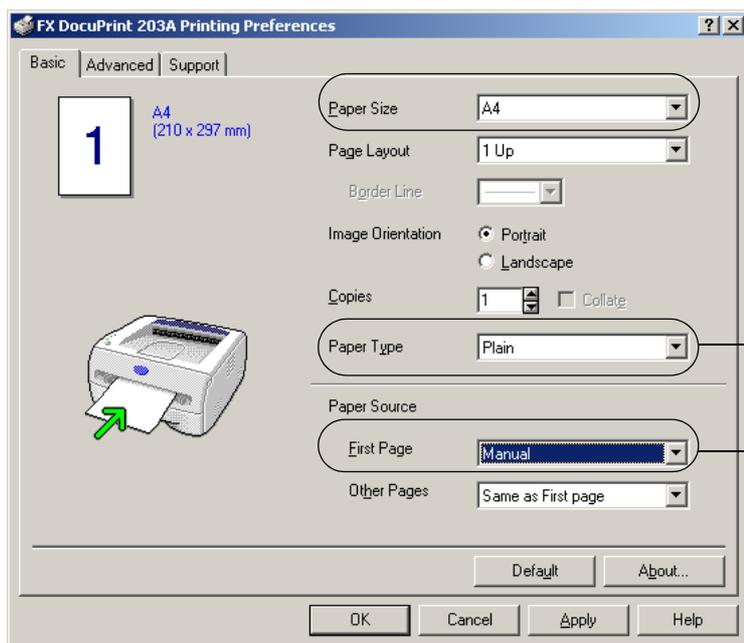


## Printing on plain paper, bond paper or transparencies from the manual feed slot

### Note

The printer automatically turns on the Manual Feed mode when you put paper in the manual feed slot.

- 1 Select the **Paper Size**, **Paper Type**, **Paper Source** and other settings in the print driver.



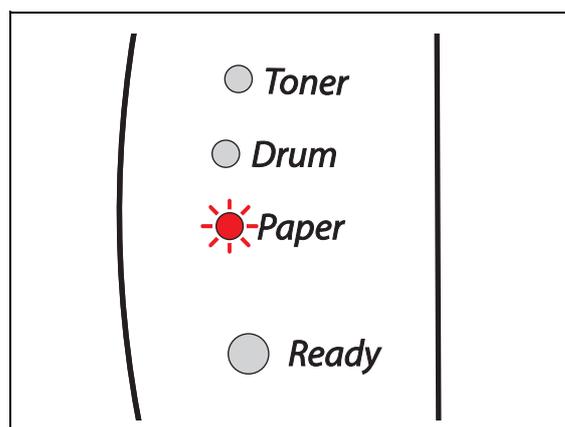
Select **Plain**, **Bond** or **Transparency**.

Select **Manual**.

- 2 Send the print data to the printer.

### Note

A **No Paper Manual Feed** status is shown by the control panel LEDs until you put a sheet of paper or a transparency in the manual feed slot.



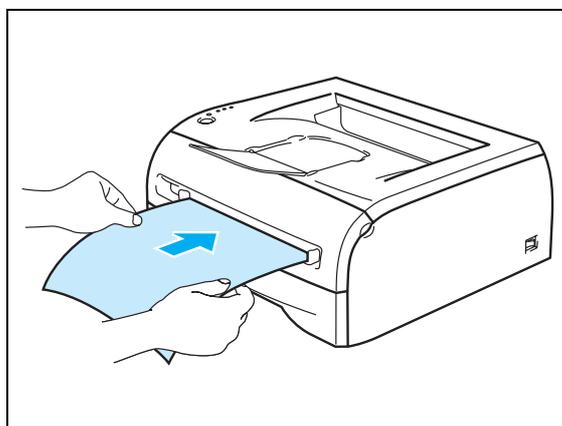
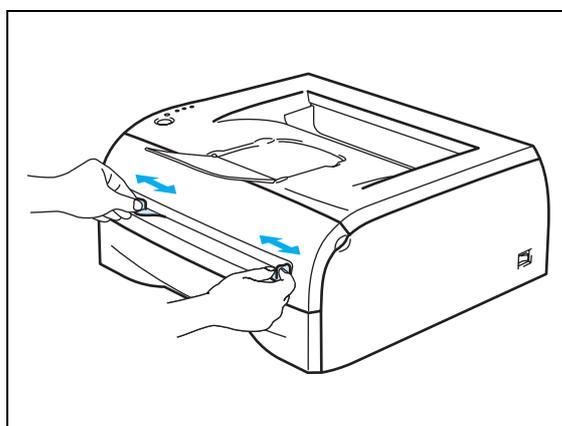
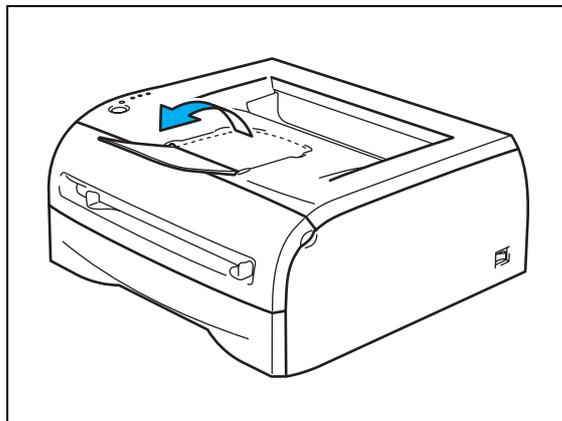
- 3** Lift up the support flap to prevent paper from sliding off the face-down output tray.

 **Note**

If you choose not to lift up the output tray support flap, we recommend that you remove printed pages as soon as they come out of the printer.

- 4** Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.

- 5** Using both hands, put one piece of paper or one envelope in the manual feed slot until the front edge of the paper or envelope touches the paper feed roller. When you feel the machine pull in the paper, let go.



 **Note**

- Put the paper into the manual feed slot with the side to be printed face up.
- Make sure that the paper or transparency is straight and in the proper position on the manual feed slot. If it is not, the paper or the transparency may not be fed properly, resulting in a skewed printout or a paper jam.
- Do not put more than one piece of paper in the manual feed slot at any one time, as it may cause a jam.
- If you put any Media (paper, transparency and so on) in the manual feed slot before the printer is in the Ready state, the media may be ejected without being printed on.

- 6 After the printed page comes out of the printer, put in the next sheet of paper or the transparency as in Step 5 above. Repeat for each page that you want to print.



**Note**

---

If you print on transparencies, remove each transparency immediately after printing. Stacking the printed transparencies may cause a paper jam or the transparency to curl.

---

## Printing on heavyweight paper, labels and envelopes

### Note

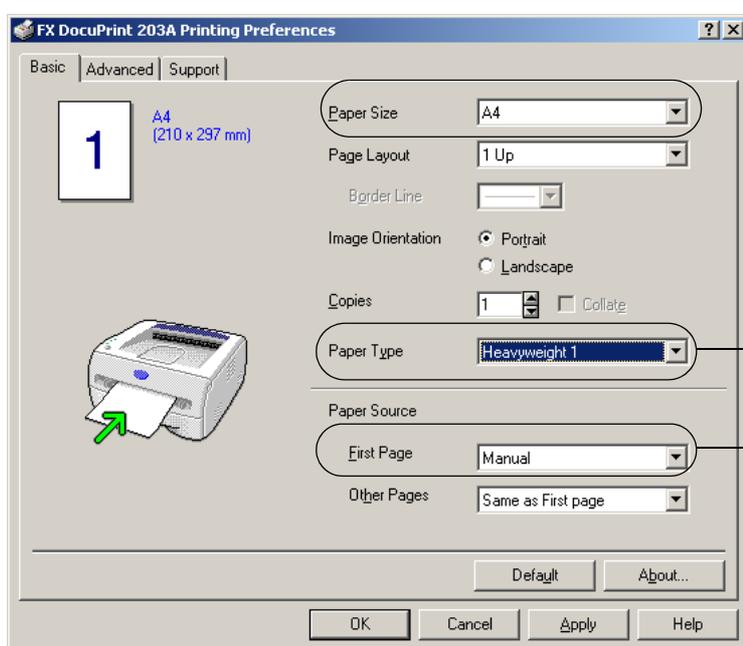
The printer automatically turns on the Manual Feed mode when you put paper in the manual feed slot.

When you select the paper you want to use, see *What kind of paper can I use?* on page 2-5.

If you print on envelopes, see *Types of envelopes to avoid* on page 2-17.

## Printing on heavyweight paper, labels and envelopes from the manual feed slot

- 1 Select the **Paper Size**, **Paper Type**, **Paper Source** and other settings in the print driver.



Select **Heavyweight 1**, **Heavyweight 2**, or **Envelope**.

Select **Manual**.

### Note

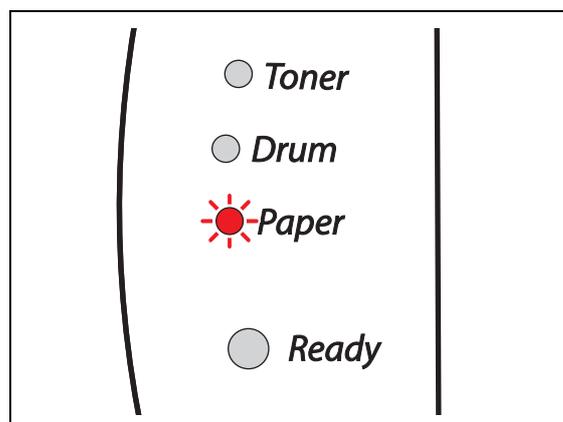
For envelope users

- When you use Envelope #10, select **No. 10 Envelope** from Paper Size in the print driver.
- For other envelopes which are not in the selection of the print driver, such as Envelope #9 or Envelope C6, use **Custom...** Size. For more information on the envelope size, see *Paper size* on page A-6.

- 2** Send the print data to the printer.

 **Note**

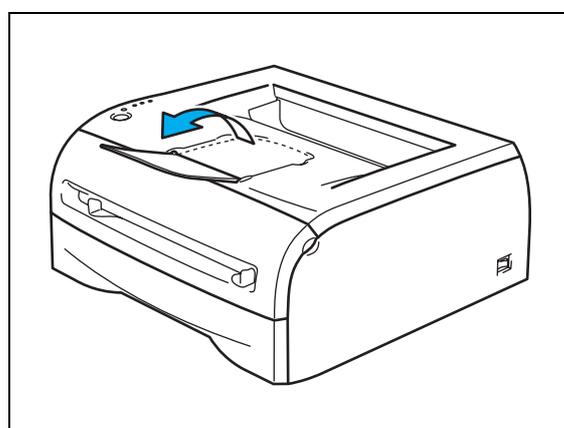
A **No Paper Manual Feed** status is shown by the control panel LEDs until you put a sheet of paper or an envelope in the manual feed slot.



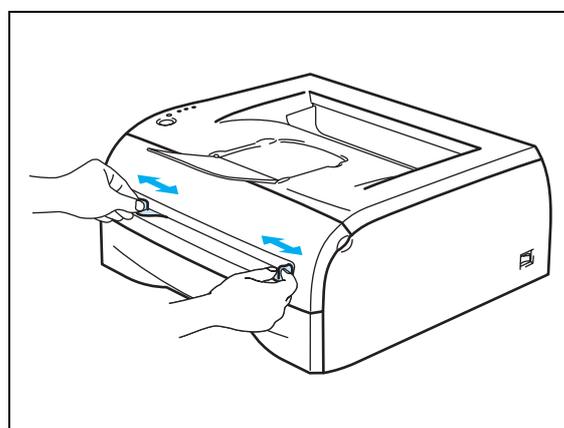
- 3** Lift up the support flap to prevent paper from sliding off the face-down output tray.

 **Note**

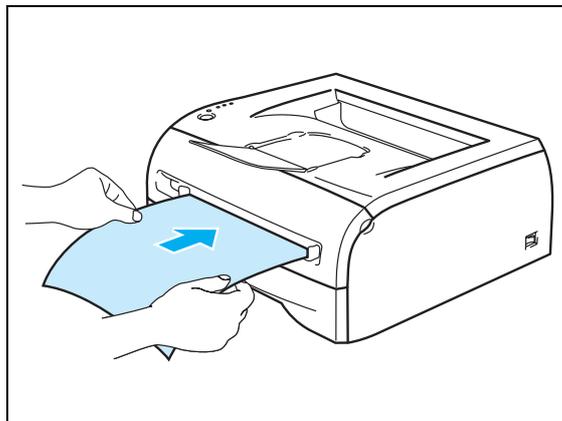
If you choose not to lift up the output tray support flap, we recommend that you remove printed pages as soon as they come out of the printer.



- 4** Using both hands, slide the manual feed slot paper guides to the width of the paper that you are going to use.



- 5** Using both hands, put one piece of paper or one envelope in the manual feed slot until the front edge of the paper or envelope touches the paper feed roller. When you feel the machine pull in the paper, let go.



 **Note**

- Put the paper into the manual feed slot with the side to be printed face up.
- Make sure that the paper or the envelope is straight and in the proper position in the manual feed slot. If it is not, the paper or envelope may not be fed properly, resulting in a skewed printout or a paper jam.
- Do not put more than one piece of paper or one envelope in the manual feed slot at any one time, as it may cause a jam.
- If you put any Media (paper, envelope and so on) in the manual feed slot before the printer is in the Ready state, the media may be ejected without being printed on.

- 6** After the printed page comes out of the printer, put in the next sheet of paper or the envelope as in Step 5 above. Repeat for each page that you want to print.

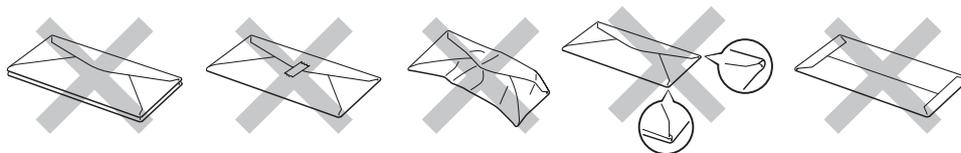
 **Note**

- Envelope joints that are sealed by the manufacturer should be secure.
- All sides of the envelope should be properly folded without wrinkles or creases.
- Remove each sheet or envelope immediately after printing. Stacking the sheets or envelopes may cause the paper to jam or curl.

## Types of envelopes to avoid

Do not use envelopes:

- that are damaged, curled, wrinkled, or unusual shape
- that are extremely shiny or textured
- with clasps, snaps or tie strings
- with self-adhesive closures
- that are of a baggy construction
- that are not sharply creased
- that are embossed (have raised writing on them)
- that were previously printed by a laser printer
- that are pre-printed on the inside
- that cannot be arranged when put in a pile
- that are made of paper that weighs more than the paper weight specifications for the printer
- that have been badly made, with edges that are not straight or consistently square
- with windows, holes, cutouts or perforations



IF YOU USE ANY OF THE TYPES OF ENVELOPES LISTED ABOVE, THEY MAY DAMAGE YOUR PRINTER.



### Note

- Do not put different types of paper in the paper tray at the same time because it may cause paper jams or misfeeds.
- Do not print envelopes using 2 sided printing.
- For proper printing, you must choose the same paper size from your software application as the paper in the tray.
- See *What kind of paper can I use?* on page 2-5.

Most envelopes will be suitable for your printer. However, some envelopes will have feed and print-quality problems because of the way they have been made. A suitable envelope should have edges with straight, well-creased folds and the leading edge should not be thicker than two pieces of paper. The envelope should lie flat and not be of baggy or flimsy construction. You should buy quality envelopes from a supplier who understands that you will be using the envelopes in a laser printer. Before you print a lot of envelopes, test one to make sure that the print results are what you want.



### Note

We will not recommend a particular envelope because envelope manufacturers may change the envelope specifications. You are responsible for the quality and performance of the envelopes you use.

## 2 Sided Printing

The supplied print drivers for Windows® 95/98/Me, Windows NT® 4.0 and Windows® 2000/XP all allow 2 sided printing. For more information about how to choose the settings, see the **Help** text in the print driver.

### Guidelines for printing on both sides of the paper

- If the paper is thin, it may wrinkle.
- If paper is curled, straighten it and then put it back in the paper tray or the manual feed slot.
- If the paper is not feeding properly, it may be curled. Remove the paper and straighten it.
- When you use the 2 sided print function, it is possible that there may be paper jams or poor print quality. If there is a paper jam, see *Paper jams and how to clear them* on page 6-5.

### Printing on both sides of the paper (2 sided printing)

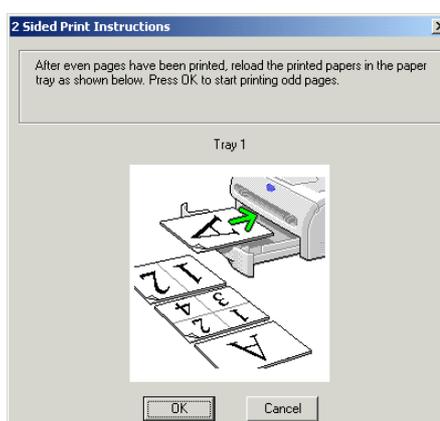
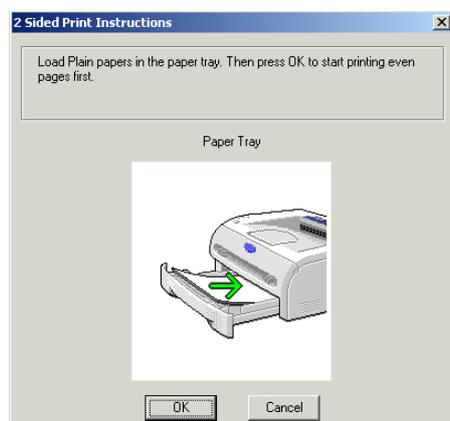


#### Note

You should use plain paper and recycled paper. Do not use bond paper.

### 2 Sided printing from the paper tray

- 1** From the **Advanced** tab choose the **2 Sided Print** mode, and from the **Basic** tab choose the **Paper Source** to be **Auto** or **Tray 1**.
- 2** The printer will automatically print all the even-numbered pages on one side of the paper first.
- 3** Remove the printed even-numbered pages from the output tray and put them back in the paper tray, placing the paper with the side that is going to be printed on (blank side) face down. Follow the instructions on the computer screen.



- 4 The printer will now automatically print all the odd-numbered pages on the other side of the paper.

 **Note**

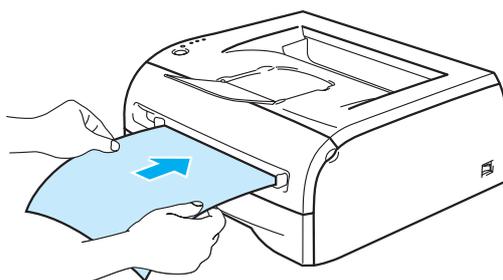
When you put paper in the paper tray, first empty the tray then put the printed pages in the tray, with the printed side face up. (Do not add the printed pages to the top of a stack of unprinted paper.)

## 2 Sided printing from the manual feed slot

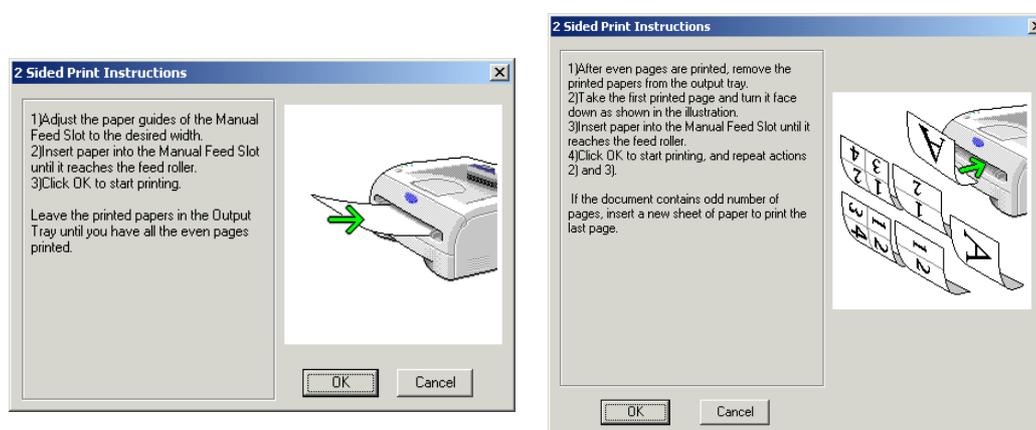
 **Note**

You should not use very thin or very thick paper.

- 1 From the **Advanced** tab choose the **2 Sided Print** mode, and from the **Basic** tab choose the **Paper Source** to be **Manual** feed.
- 2 Using both hands put the paper in the manual feed slot with the side that is going to be printed on first facing up. Follow the instructions on the computer screen. Repeat this step until you have printed all the even-numbered pages.



- 3 Remove the printed even-numbered pages from the output tray and put them back into the manual feed slot in the same order one by one. Place the paper with the side that is going to be printed on (the blank side) face up. Follow the instructions on the computer screen.



- 4 Repeat Step 3 until you have printed all the odd-numbered pages on the other side of the paper.

## Paper orientation for 2 sided printing

The printer prints the second page first.

If you print 10 pages on 5 sheets of paper, it will print page 2 then page 1 on the first sheet of paper.

It will print page 4 then page 3 on the second sheet of paper.

It will print page 6 then page 5 on the third sheet of paper, and so on.

When doing 2 sided printing, the paper must be put in the paper tray in the following way:

- For the manual feed slot:

Put the side to be printed on first, face-up, with the leading edge (top) of the paper in first.

To print the second side, put the paper face down, with the leading edge (top) of the paper in first.

If letterhead paper is used, this would be put in with the heading face down, and in first.

To print the second side, put the heading face up and in first.

- For the paper tray:

Put the side to be printed on first, face down, with the leading edge (top) of the paper at the front of the tray.

To print the second side, put the paper face up, with the leading edge (top) of the paper at the front of the tray.

If letterhead paper is used, this would be put in the paper tray with the heading face up, and at the front of the tray.

To print the second page, put the heading face down and at the front of the tray.

## Print driver

A print driver is software that translates data from the format used by a computer to the format that a particular printer needs. Typically, this format is a printer command language or page description language.

The print drivers for the following version of Windows® and Macintosh® are on the CD-ROM that we have supplied. You can also download the latest print driver for all of the following operating systems from our company's web site at <http://www.fxprinters.com>

The installation instructions for installing the print driver for Windows® and Macintosh® are in the Quick Setup Guide.

If you want to uninstall the print driver, see *Uninstalling the print driver* on page 3-14.

### For Windows® 95/98/Me, Windows NT® 4.0 and Windows® 2000/XP

- FX GDI (Graphics Device Interface) print driver for Windows®

### For Macintosh®

- FX Laser driver for Macintosh®

	FX GDI print driver	FX Laser driver
Windows® 95	①	
Windows NT® 4.0		
Windows® 98/Me		
Windows® 2000 Windows® XP		
Mac OS® 9.1 to 9.2 Mac OS® X 10.2.4 or greater		①

You can change the following printer settings when you print from your computer.

- Paper Size
- Page Layout
- Image Orientation
- Copies
- Paper Type
- Paper Source
- Resolution
- Toner Save Mode
- 2 Sided Print<sup>\*1</sup>
- Watermark<sup>\*1</sup>
- Store Job<sup>\*1</sup>
- Quick Print Setup<sup>\*1</sup>
- Sleep Timer<sup>\*1</sup>
- Status Monitor<sup>\*1</sup>
- Administrator<sup>\*1\*2</sup>
- Page Protection<sup>\*1</sup>
- Print Date & Time<sup>\*1</sup>
- Density Adjustment<sup>\*1</sup>
- Print Error Message<sup>\*1</sup>

<sup>\*1</sup> These settings are not available with FX Laser driver for Macintosh®.

<sup>\*2</sup> These settings are not available with Windows NT® 4.0 and Windows® 2000/XP.

## For Windows®

### Features in the print driver

You can download the latest print driver or get other information by accessing our company's web site at <http://www.fxprinters.com>

You can also change settings by clicking the illustration on the left side of the **Basic** tab in the **Properties** dialog box.

For more information, please see the **Help** text in the print driver.



#### Note

The screens in this section are from Windows® XP. The screens on your PC will vary depending on your Operating System.

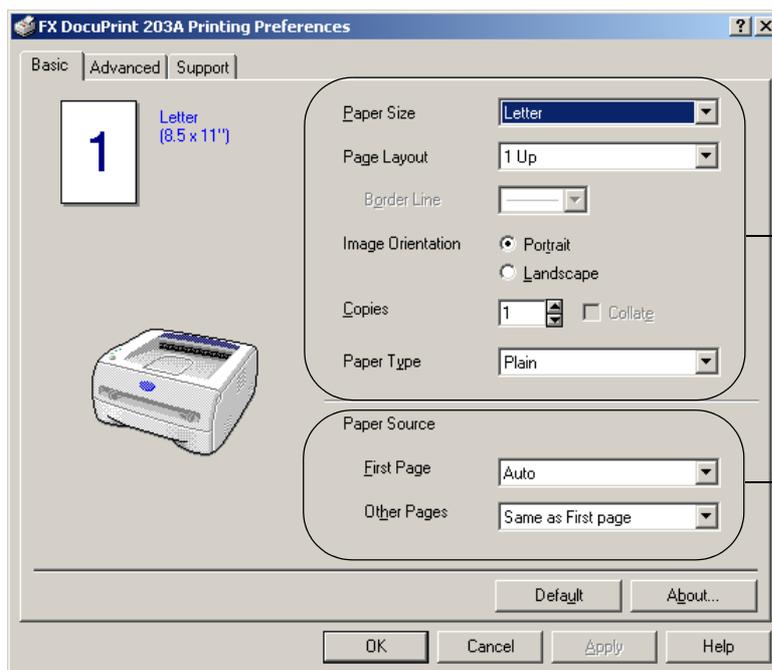
### Basic tab



#### Note

If you are using Windows® 2000 or XP, you can access the **Basic** tab by clicking **Printing Preferences...** in the **General** tab of the **Printer Properties** screen.

If you are using Windows NT® 4.0, you can access the **Basic** tab by clicking **Document Defaults...** in the file menu of the **Printers** folder.



Select the **Paper Size**, **Page Layout**, **Image Orientation** and other settings.

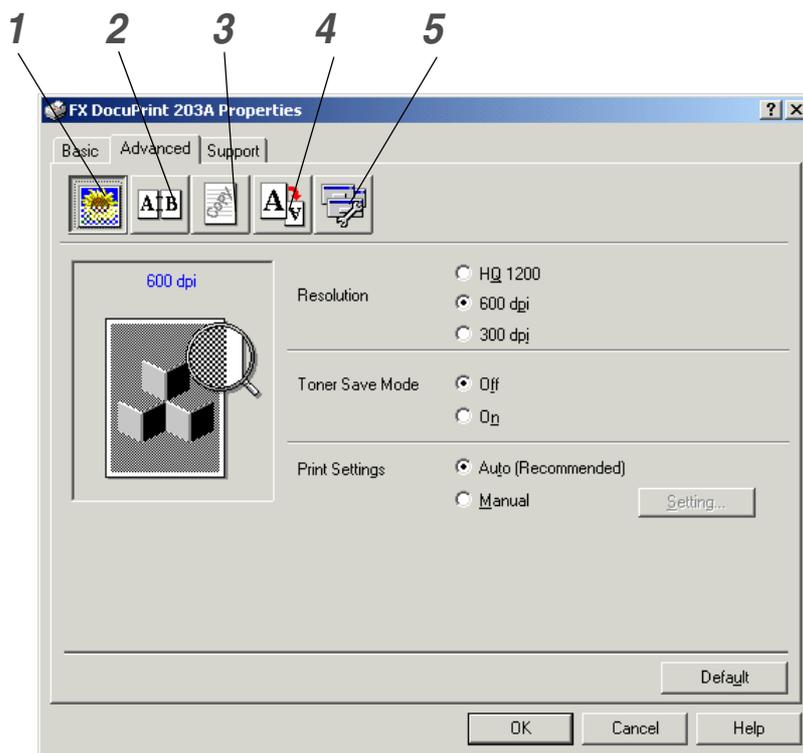
Select the **Paper Source** and other settings.

## Advanced tab

### Note

If you are using Windows® 2000 or XP, you can access the **Advanced** tab by clicking **Printing Preferences...** in the **General** tab of the **Printer Properties** screen.

If you are using Windows NT® 4.0, you can access the **Advanced** tab by clicking **Document Defaults** in the file menu of the **Printers and Faxes** folder.



Change the tab settings by clicking the following icons:

- 1 Print Mode
- 2 2 Sided Print
- 3 Watermark
- 4 Page Settings
- 5 Printer Features

## Print Mode

Select the resolution, toner save mode and print settings or gray printing setting.

### Resolution

You can change the resolution as follows:

- HQ 1200
- 600 dpi
- 300 dpi

## Toner Save Mode

You can save running costs by turning on the toner save mode, which reduces the print density.

## Print Settings

You can manually change the Print settings.

- **Auto**  
Selecting the **Auto** button will allow automatic printing with the most suitable print settings for your print job.
- **Manual**  
You can change the settings manually by selecting the **Manual** button and clicking the **Setting...** button.  
For Windows® 95/98/Me users: brightness, contrast and other settings.  
For Windows NT® 4.0, Windows® 2000/XP users: Printer Halftone, System Halftone, Improve gray printing.

## 2 Sided Print

- **2 Sided Print**  
If you select **2 Sided Print**, the dialog box for the 2 sided print settings will appear. There are six types of 2 sided print binding directions available for each orientation.
- **Binding Offset**  
If you check the Binding Offset option, you can also specify the offset for binding in inches or millimeters.

## Watermark

You can put a watermarked logo or text into your documents.

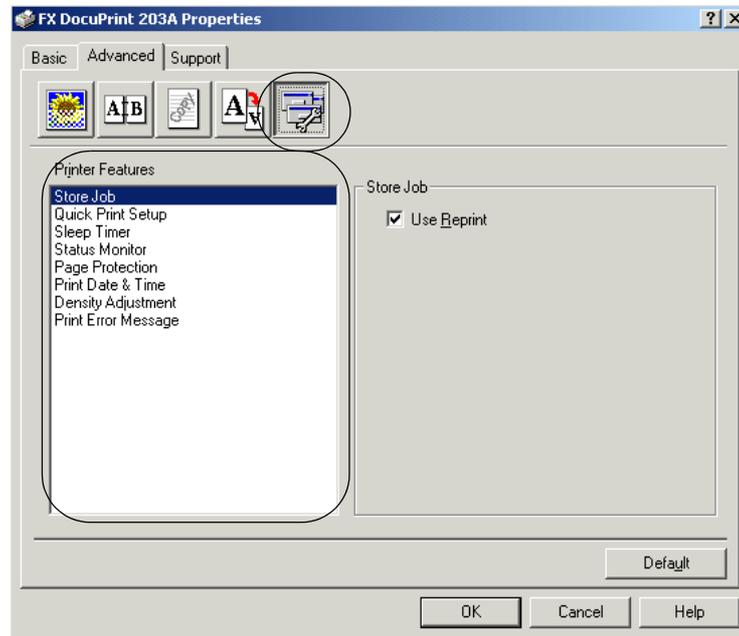
When you use a bitmap file as a watermark, you can change the size of the watermark and put it anywhere you like on the page.

When you use text as a watermark, you can change the font, darkness and angle settings.

## Page Settings

You can change the print image scaling and select **Mirror/ Rotate Image by 180°** options.

## Printer Features



You can set the following **Printer Features** in this tab:

(You can jump to the pages for the **Printer Features** by clicking the feature names in the list below.)

- Store Job
- Quick Print Setup
- Sleep Timer
- Status Monitor
- Administrator (For Windows® 95/98/Me users only)
- Page Protection
- Print Date & Time
- Density Adjustment
- Print Error Message



### Note

The **Printer Features** list may differ depending on the model.

## Store Job

The printer saves data that you want to reprint.

You can reprint a document without sending the data again from your PC. To reprint press and hold down the **Go** button for about 4 seconds until all the LEDs light up in order (**Toner, Drum, Paper, Ready**).



### Note

- **Reprint** function is not available for multiple copies.
- If you want to prevent other people from printing your data using the Reprint function, clear the **Use Reprint** check box in the job spooling settings.

## Quick Print Setup

You can turn the Quick Print Setup function ON or OFF. A small selection window appears on your computer. This will then let you make changes to the settings of the following functions:

- Page Layout
- 2 Sided Print
- Toner Save Mode
- Paper Source
- Paper Type

## Sleep Timer

When the printer does not receive data for a certain period of time (timeout), it enters sleep mode. Sleep mode acts as though the printer was turned off. The default time-out is 5 minutes. When **Intelligent Sleep Mode** is selected, it is automatically adjusted to the most suitable time-out setting depending on how often you use your printer. While the printer is in sleep mode, the **Ready** LED is dim, but the printer can still receive data from the computer. Receiving a print file or document automatically wakes up the printer to start printing. Pressing the **Go** button will also wake up the printer.

Sleep mode can be turned off. To turn sleep mode off, go to the **Advanced** tab, select **Printer Features** and then select **Sleep Timer**. Double click the word **Sleep Timer** in the **Sleep Timer** screen, this will allow the **Sleep Timer Off** function to appear, click **Sleep Timer Off** to stop the printer from going into sleep mode. The **Sleep Timer Off** function can be hidden by double clicking the word **Sleep Timer** in the **Sleep Timer** screen again. We recommend that you keep Sleep mode on for power saving.

## Status Monitor

This reports the printer status (any errors that may happen with the printer) when printing. The default setting for the Status Monitor is off. If you would like to turn the status monitor on, go to the **Advanced** tab, select **Printer Features** and then select **Status Monitor**.

## Administrator (For Windows® 95/98/Me users only)

Administrators have the authority to limit the Number of copies, Zoom and Watermark setting functions.

- Password

Enter the password into this box.

- **Set Password**

Click here to change the password.

- **COPY LOCK**

Lock the copy pages selection to prevent multiple copy printing.

- **LOCK WATERMARK**

Lock the current settings of the Watermark option to prevent changes being made.

- **LOCK ZOOM**

Lock the zoom setting as shown below.

1 in 1

100%

### **Page Protection**

Page Protection refers to a setting that reserves additional memory for the creation of full page images.

Selections are AUTO, OFF and Printer Default.

The page protection feature allows the printer to create the full page image to be printed in memory before physically moving the paper through the printer. When the image is very complicated and the printer has to wait to process the image before printing, use this function.

### **Print Date & Time**

Date: Specifies the format of the date.

Time: Specifies the format of the time.

**Density Adjustment**

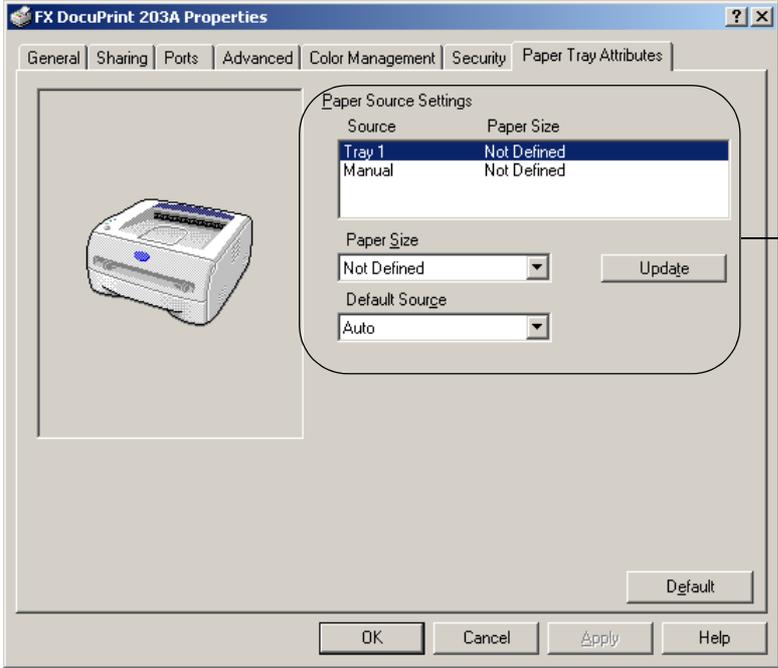
Increase or decrease the print density.

**Print Error Message**

You can choose whether the printer reports problem by printing error page or not. About the errors, see *Error message printout* on page 6-3.

Selections are Printer Default (ON), ON and OFF.

### Paper Tray Attributes tab



**Paper Source Settings**  
This feature recognizes the paper size in each paper tray.

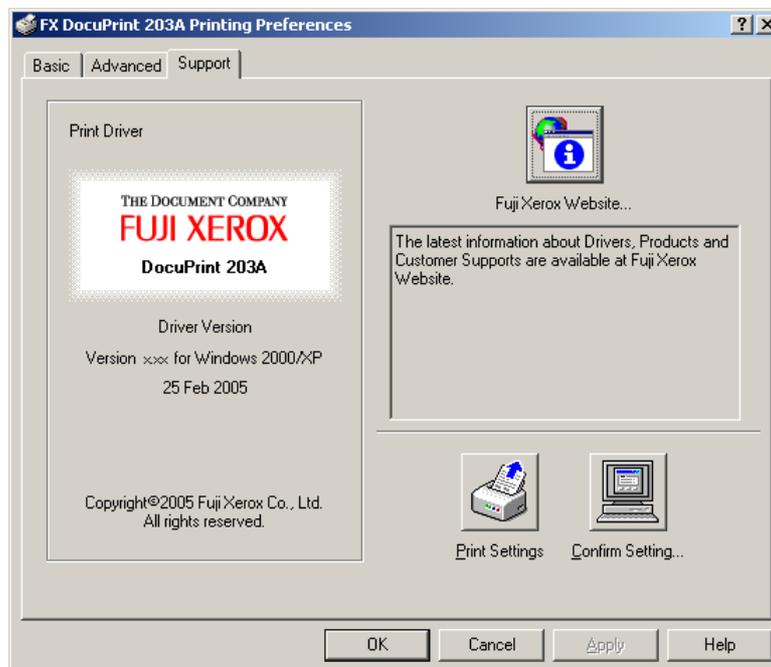
## Support tab

### Note

If you are using Windows® 2000 or XP, you can access the **Support** tab by clicking **Printing Preferences...** in the **General** tab of the **Printer Properties** screen.

If you are using Windows NT® 4.0, you can access the **Support** tab by clicking **Document Defaults...** in the file menu of the **Printers** folder.

- You can download the latest driver or get other product information by accessing the our company's web site at <http://www.fxprinters.com>
- You can see the print driver version.
- You can check the current driver settings.
- You can print the printer settings page.



## For Macintosh®

This printer supports Mac OS® 9.1 to 9.2 and Mac OS® X 10.2.4 or greater.

You can download the latest print driver by accessing the our company's web site at <http://www.fxprinters.com>

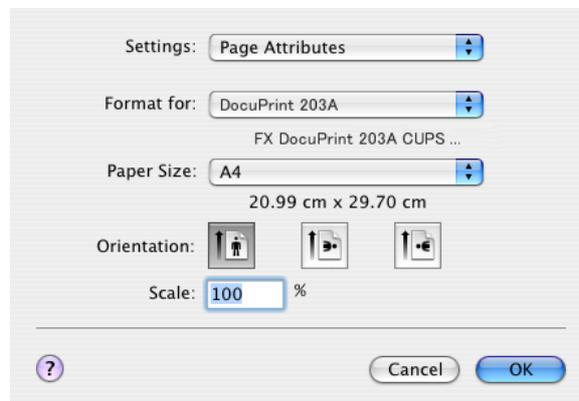


### Note

The screens on your Macintosh® will vary depending on your Operating System.

## Page setup

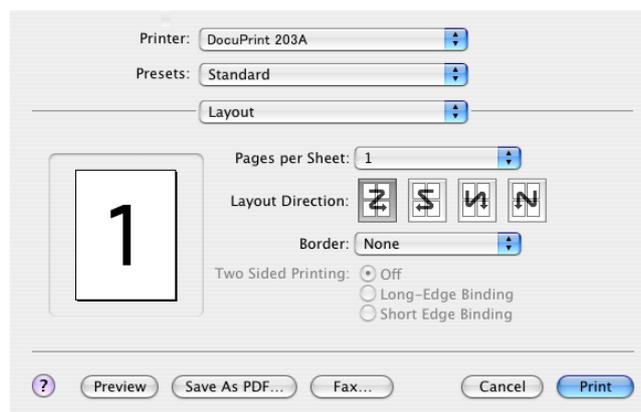
You can set the **Paper Size**, **Image Orientation** and **Scale**.



## Print

### Layout

Set the **Pages per Sheet**, **Layout Direction** and **Border**.



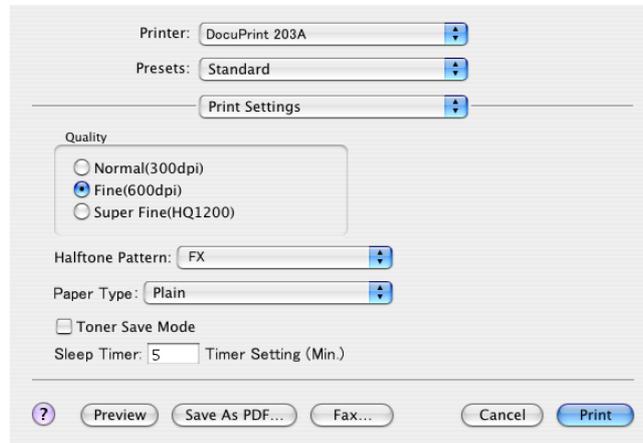
**Pages per Sheet:** Select how many pages will appear on each side of the paper.

**Layout Direction:** When you specify the Pages per sheet, you can also specify the direction of the layout.

**Border:** If you want to add a border, use this function.

## Print settings

Set the **Resolution**, **Paper Type**, **Toner Save** and other settings.



You can change settings by selecting the setting in the **Print Settings** list:

- Print Mode
- Paper Type
- Toner Save Mode

### Print Mode

You can change the resolution as follows:

- 300 dpi
- 600 dpi
- HQ 1200

### Paper Type

You can change the paper type as follows:

- Plain
- Recycled
- Heavyweight 1
- Transparency
- Heavyweight 2
- Lightweight
- Bond
- Envelope
- Env. Lightweight
- Env. Heavyweight

### Toner Save Mode

You can save running costs by turning on the **Toner Save** setting, which reduces the print density.

## Uninstalling the print driver

---

You can uninstall the print driver that you installed with the following steps.



### Note

- This instruction is not available if you installed the print driver from Windows Add Printer function.
  - After uninstalling, we recommend that you restart your PC to remove files that were in use during uninstall.
- 

### Print driver for Windows®

#### For Windows® 95/98/Me, Windows NT® 4.0 and Windows® 2000

- 1** Click **Start** and select your appropriate printer from **Programs**.
- 2** Select **UnInstall**.
- 3** Follow the instructions on the screen.

#### For Windows® XP

- 1** Click **Start** and select your appropriate printer from **ALL Programs**.
- 2** Select **UnInstall**.
- 3** Follow the instructions on the screen.

## FX Laser driver for Macintosh®

### For Mac OS® 9.1 to 9.2

- 1 Open the **Extensions** folder located in the **System Folder** on the **Macintosh HD**.
- 2 Drag all these following files in the **Extensions** folder to the **trash**.
  - BR\_PrintMonitor(laser)
  - DP203A\_204A
  - DP203A\_204A(IP)
- 3 Restart the Macintosh®.
- 4 Once the computer has restarted you can then dump the trash.

### For Mac OS® X 10.2.4 or greater

- 1 Disconnect the USB cable between the Macintosh and your printer.
- 2 Restart the Mac.
- 3 Log on as an "Administrator".
- 4 Run the **Print Center** (from the **Go** menu > **Applications** > **Utilities** > **Print Center** folder), then choose the printer you want to remove and remove it by clicking the **Delete** button.
- 5 Click on the name of your printer in the printer list. From the **Finder** menu, delete the Printer.
- 6 Drag the **DP203A\_204A** folder (from the **Mac OS X 10.X** > **Library** > **Printers** > **FujiXerox**) into the Trash bin and then empty the trash bin.
- 7 Restart the Macintosh®.

# 4

## Control panel

This section refers to the four Light Emitting Diodes (LEDs) (**Toner**, **Drum**, **Paper**, **Ready**) and a control panel button (**Go**) on the control panel.



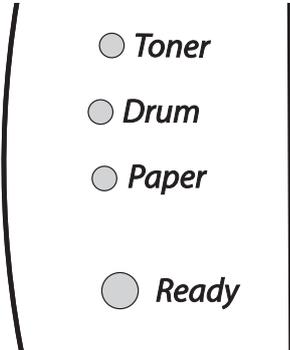
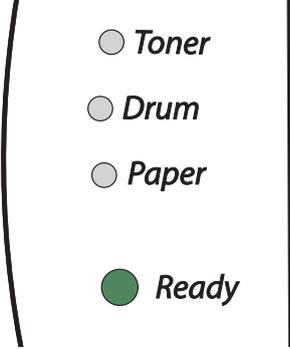
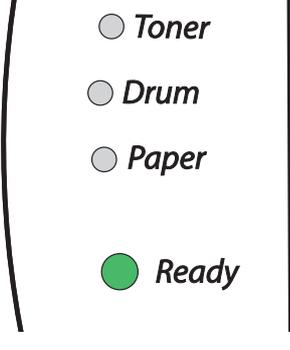
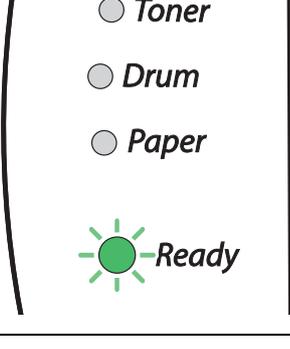
The LED indications shown in the table below are used in the illustrations in this chapter.

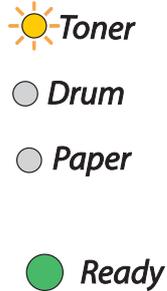
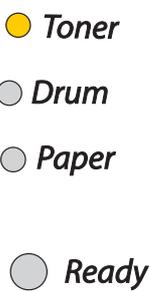
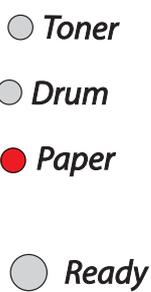
	LED is off
	LED is dim
 or  or 	LED is on
 or  or 	LED is blinking

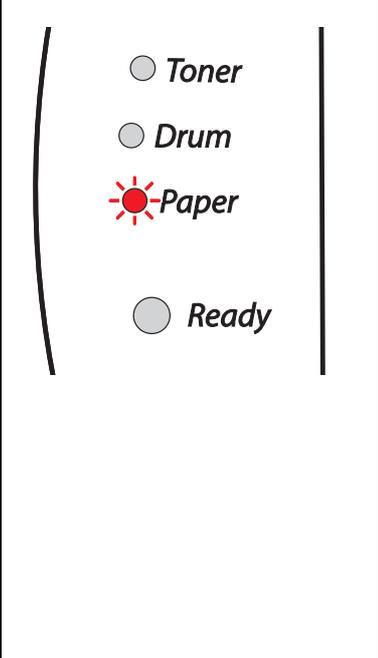


### Note

When the power switch is off, all the LEDs are off.  
When the printer is in Sleep mode, the **Ready** LED is dim.

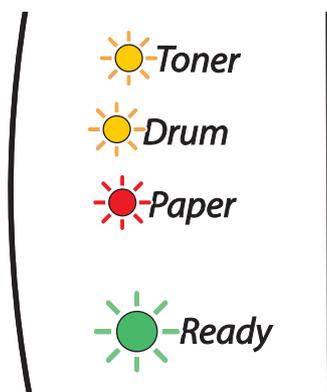
LED	Printer status
 <p>○ <i>Toner</i></p> <p>○ <i>Drum</i></p> <p>○ <i>Paper</i></p> <p>○ <i>Ready</i></p>	<p><b>Power-off</b> The power switch is off.</p>
 <p>○ <i>Toner</i></p> <p>○ <i>Drum</i></p> <p>○ <i>Paper</i></p> <p>● <i>Ready</i></p>	<p><b>Sleep mode</b> The printer is in Sleep mode. Pressing the <b>Go</b> button wakes up the printer from Sleep mode to Ready mode.</p>
 <p>○ <i>Toner</i></p> <p>○ <i>Drum</i></p> <p>○ <i>Paper</i></p> <p>● <i>Ready</i></p>	<p><b>Ready to print</b> The printer is ready to print.</p>
 <p>○ <i>Toner</i></p> <p>○ <i>Drum</i></p> <p>○ <i>Paper</i></p> <p>☀ <i>Ready</i></p>	<p><b>Warming up</b> The printer is warming up.</p>
	<p><b>Receiving data</b> The printer is either receiving data from the computer, processing data in memory or printing the data.</p>
	<p><b>Data remaining in memory</b> Print data is left in the printer memory. If the <b>Ready</b> LED blinks for a long time and nothing has printed, press the <b>Go</b> button to print the data that is still in memory.</p>

LED	Printer status
	<p><b>Toner low</b> Indicates that the toner cartridge is nearly empty. Purchase a new toner cartridge and have it ready for when <b>Toner Empty</b> is indicated.</p> <p>The <b>Toner</b> LED alternates turning on for 2 seconds and off for 3 seconds.</p>
	<p><b>Toner empty</b> Replace the toner cartridge with a new one. See <i>Replacing the toner cartridge</i> on page 5-3.</p> <p><b>Cartridge position error</b> The toner cartridge is not installed correctly. Take out the toner cartridge and put it back into the printer again.</p>
	<p><b>Replace drum soon</b> The drum unit is near the end of its life. We recommend that you get a new drum unit to replace the current one. See <i>Replacing the drum unit</i> on page 5-8.</p> <p>The <b>Drum</b> LED alternates turning on for 2 seconds and off for 3 seconds.</p>
	<p><b>No paper Tray 1</b> Put paper in the tray. See <i>Printing on plain paper or transparencies from the paper tray</i> on page 2-8. Then press the <b>Go</b> button.</p>

LED	Printer status
 <p>○ <i>Toner</i></p> <p>○ <i>Drum</i></p> <p>☀ <i>Paper</i></p> <p>○ <i>Ready</i></p>	<p><b>Front cover open</b> Close the front cover of the printer.</p>
	<p><b>Back cover open</b> Close the back cover of the printer.</p>
	<p><b>Paper jam</b> Clear the paper jam. See <i>Paper jams and how to clear them</i> on page 6-5. If the printer does not start printing, press the <b>Go</b> button.</p>
	<p><b>No paper manual feed</b> Put the paper in the manual feed slot. See <i>Printing on plain paper, bond paper or transparencies from the manual feed slot</i> on page 2-11 or <i>Printing on heavyweight paper, labels and envelopes from the manual feed slot</i> on page 2-14.</p>
	<p><b>Memory full</b> The printer memory is full and the printer cannot print full pages of a document. See <i>Solving print problems</i> on page 6-15.</p>
	<p><b>Print overrun</b> A print overrun occurred and the printer cannot print full pages of a document. See <i>Solving print problems</i> on page 6-15.</p>
	<p><b>Dust on drum</b> The corona wire needs to be cleaned. See <i>Cleaning the corona wire</i> on page 5-14.</p>

## Service call indications

If there is an error that cannot be cleared by the user, the printer will show that a service call is needed by lighting up all the LEDs as shown below.

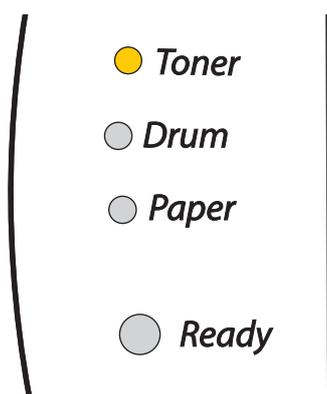


If you see the service call indication above, turn off the power switch, wait a few seconds, and then turn it back on and try to print again.

If you cannot clear the error and see the same service call indication after turning the printer back on, contact our Customer Support Centre or your dealer.

When you press the **Go** button, the LEDs will light up as shown in Table 1. See *Table 1: LED indications while pressing Go button* on page 4-6 to identify the error.

For example, the LED indication below shows a fuser unit failure.



**Table 1: LED indications while pressing Go button**

LEDs	fuser unit failure* <sup>1</sup>	Laser unit failure	Main motor failure	Main PCB failure
<b>Toner</b>				
<b>Drum</b>				
<b>Paper</b>				
<b>Ready</b>				

Make a note of the indication and report the error status to your dealer or our Customer Support Centre.

**Note**

Make sure that the front cover is fully closed before you report a service call.

\*<sup>1</sup> If this error occurs, turn the power switch off, wait a few seconds, and then turn it on again. Leave the printer for 10 minutes with the power on. If the error occurs again, consult your dealer or our Customer Support Centre.

## Control panel button (Go button)

The control panel button has the following functions:

### Wake-up

If the printer is in Sleep mode, press the **Go** button to wake the printer up and go to the Ready state.

### Error recovery

If there is an error, the printer will recover automatically from some errors. If an error is not automatically cleared, press the **Go** button to clear the error, and then continue to use the printer.

### Form feed

If the green **Ready** LED blinks for a long time, press the **Go** button. The printer will print any data that is left in the printer memory.

### Cancel printing

While printing press the **Go** button for about 4 seconds until all the LEDs light up. The **Ready** and **Paper** LEDs will flash as the job is being cancelled.

### Reprint

To reprint the last document, press the **Go** button for about 4 seconds until all the LEDs light up.

## Print a test page

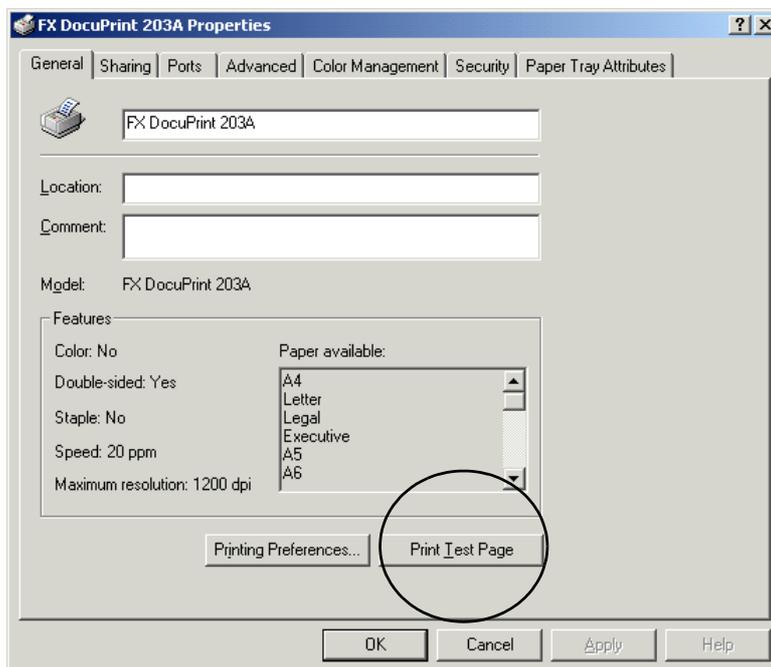
You can use the **Go** button or the print driver to print a test page.

### Using control panel button

- 1 Turn off the printer.
- 2 Make sure that the front cover is closed and the power cord is plugged in.
- 3 Hold down the **Go** button as you turn on the power switch. Keep the **Go** button pressed down until the **Toner**, **Drum** and **Paper** LEDs light up. Release the **Go** button. Make sure that the **Toner**, **Drum** and **Paper** LEDs are off.
- 4 Press the **Go** button again. The printer will print a test page.

### Using the print driver

If you are using our company's Windows® print driver, click the **Print Test Page** button. It is in the **General** tab of the Windows® print driver.



## Print a Printer Settings page

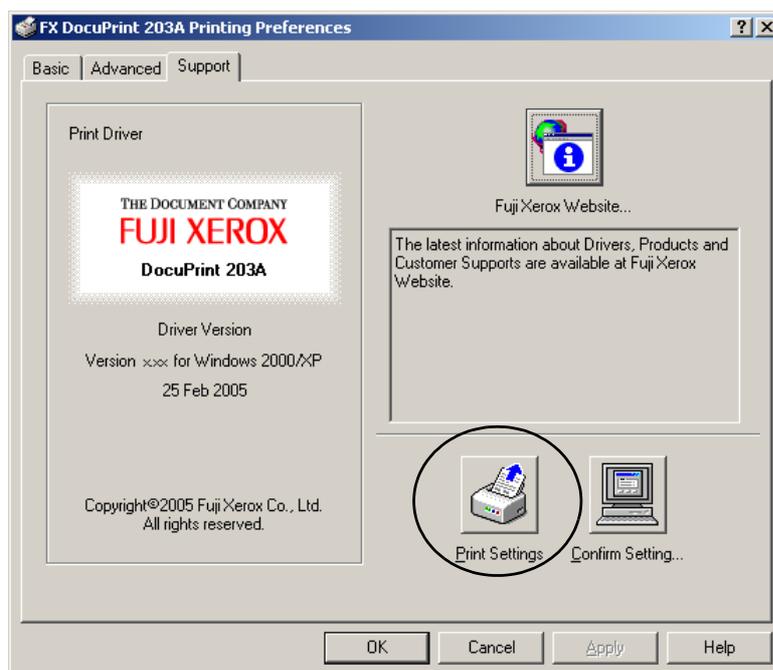
You can print the current settings using the control panel button or print driver.

### Using the control panel button

- 1 Make sure that the front cover is closed and the power cord is plugged in.
- 2 Turn on the printer and wait until the printer is in the Ready state.
- 3 Press the **Go** button three times within 2 seconds. The printer will print the current printer settings page.

### Using the print driver

If you are using our company's Windows® print driver, you can print the current printer settings page by clicking the **Print Settings** button in the **Support** tab.



# 5

## Routine maintenance

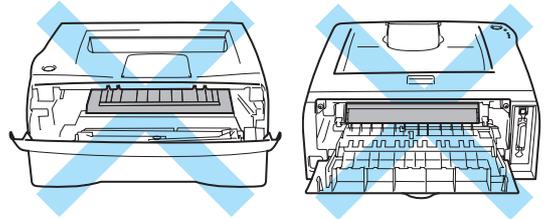
You will need to replace certain parts and clean the printer regularly.



### CAUTION

When you replace certain parts or clean the printer regularly, pay attention to the following:

- If your clothes are smeared with toner, wipe off the toner with a dry cloth and immediately wash the clothes in cold water to avoid stains.
- Be careful not to inhale the toner.
- After you have just used the printer, some parts inside the printer are extremely hot. When you open the front cover or back cover of the printer, never touch the shaded parts shown in the illustrations.



## Replacing the consumable items

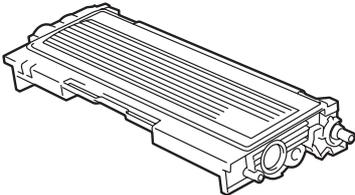
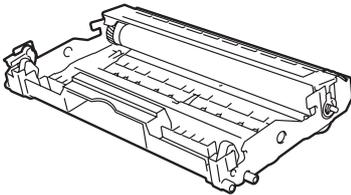
You will need to replace the consumable items regularly.



### Note

These instructions are also included in *Improving the print quality* on page 6-10.

### Consumables

Toner Cartridge	Drum Unit
	
See <i>Toner cartridge</i> on page 5-2.	See <i>Drum unit</i> on page 5-7.

## Toner cartridge

---

The life of the original toner cartridge that came with the printer may be either a starter<sup>\*1</sup> or standard<sup>\*2</sup> toner cartridge, and depends on the model and country you bought the printer in.

<sup>\*1</sup> The starter toner cartridge will print up to 1,500 A4 or Letter-size single-sided pages at 5% coverage.

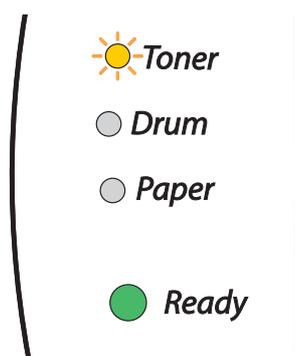
<sup>\*2</sup> Standard and replacement toner cartridges print up to 2,500 A4 or Letter-size single-sided pages at 5% coverage.

### Note

---

- The amount of toner used varies according to what is printed on the page and the print density setting.
  - If you change the print density setting for lighter or darker printing, the amount of toner that is used will change.
  - Wait to unpack the toner cartridge until immediately before you install it in the printer.
- 

## Toner Low message



The **Toner** LED alternates turning on for 2 seconds and off for 3 seconds.

If the LED shows this message, the toner cartridge has nearly run out of toner. Buy a new toner cartridge and have it ready before you get a Toner Empty message. To put in the toner cartridge, see *Replacing the toner cartridge* on page 5-3.

### Note

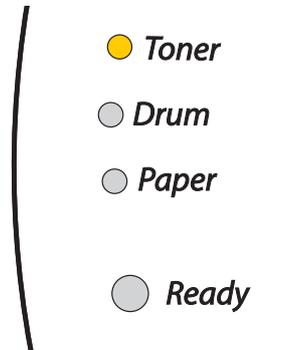
---

The **Toner** LED will blink continuously if the toner cartridge is nearly empty.

---

## Toner Empty message

If the LED shows the message below, the printer has run out of toner or the toner is not evenly distributed inside the cartridge.



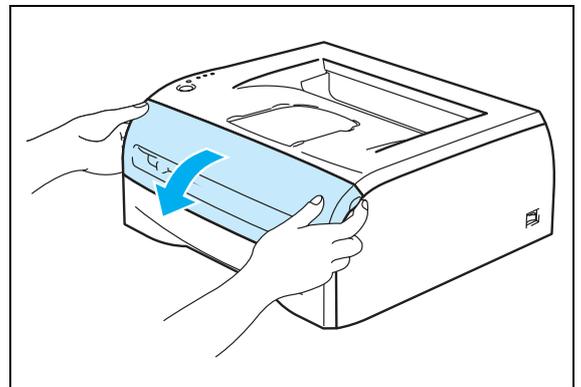
## Replacing the toner cartridge



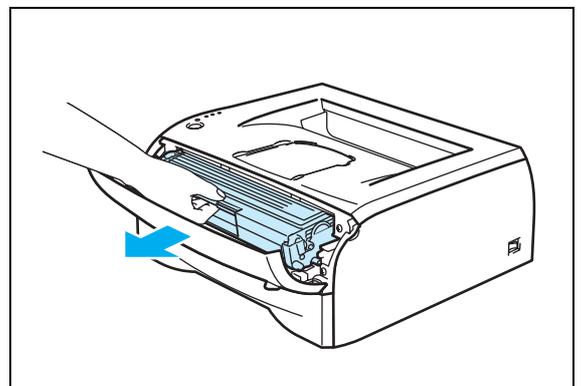
### Note

- To ensure high quality printing, make sure you use quality toner cartridges. When you want to buy toner cartridges, contact our Customer Support Centre or your dealer.
- We recommend that you clean the printer when you replace the toner cartridge. See *Cleaning* on page 5-11.

- 1 Open the front cover of the printer.

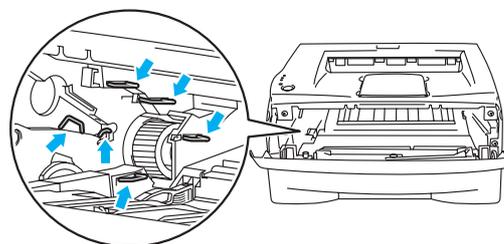


- 2 Pull out the drum unit and toner cartridge assembly.



**IMPORTANT**

- We recommend that you place the drum unit and toner cartridge assembly on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the printer from static electricity, do not touch the electrodes shown in the illustrations.



- 3** Push down the blue lock lever and take the toner cartridge out of the drum unit.

**IMPORTANT**

Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.

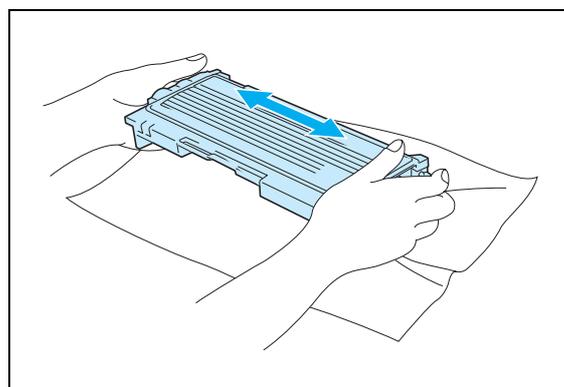
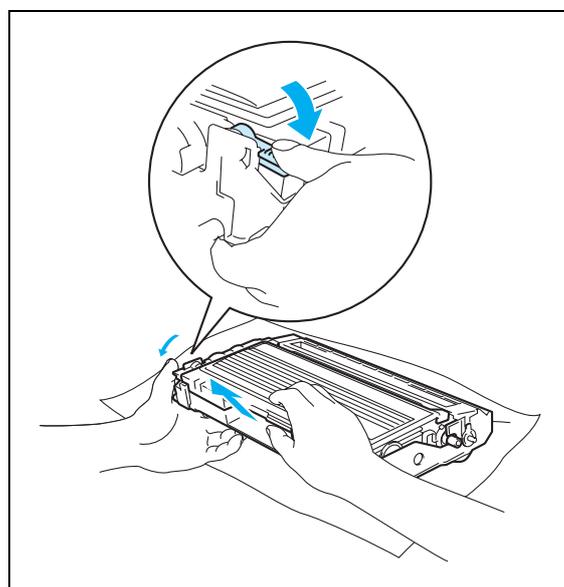
**CAUTION**

Never throw a toner cartridge into an open flame. Toner remaining in the cartridge can cause an explosion and you can get burnt.

**Note**

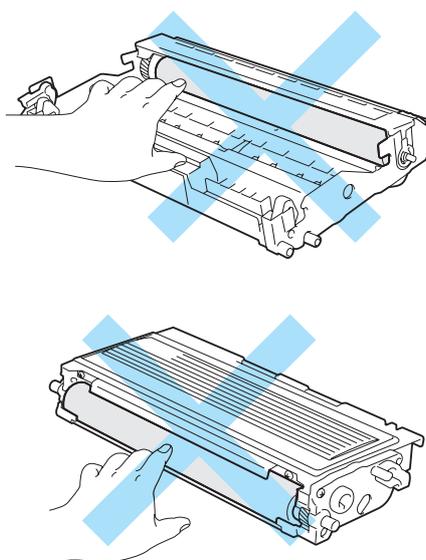
- Be sure to seal up the toner cartridge tightly in a bag so that toner powder does not spill out of the cartridge.
- Discard the used toner cartridge according to local regulations, keeping it separate from domestic waste.

- 4** Unpack the new toner cartridge. Hold the cartridge level with both hands and gently rock it from side to side five or six times to spread the toner evenly inside the cartridge.

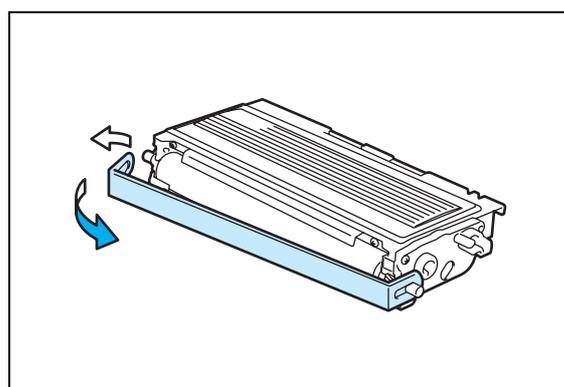


**IMPORTANT**

- Wait to unpack the toner cartridge until immediately before you put it in the printer. If toner cartridges are left unpacked for a long time the toner life will be shortened.
- If an unpacked drum unit is put in direct sunlight or room light, the unit may be damaged.
- We strongly recommends that you do not refill the toner cartridge provided with your printer. We also strongly recommend that you continue to use only recommended genuine replacement toner cartridges. Using or attempting to use potentially incompatible toner and/or toner cartridges in your printer may cause damage to the printer itself and/or it may result in unsatisfactory print quality. Our warranty coverage does not apply to any problem that was caused by the use of unauthorized third party toner and toner cartridges. To protect your investment and guarantee your print quality please continue to replace consumed toner cartridges with only recommended genuine supplies.
- Printing with a third-party toner or third-party toner cartridge may reduce not only the print quality but also the quality and life of the printer itself. It may also cause serious damage to the performance and life of a drum unit. Warranty coverage does not apply to problems caused by the use of third-party toner or third-party toner cartridges.
- Put the toner cartridge in the drum unit immediately after you have removed the protective cover. Do not touch the shaded parts shown in the illustrations to prevent any degradation to the print quality.



- 5** Pull off the protective cover.



- 6** Put the new toner cartridge firmly into the drum unit until you hear it lock into place. If you put it in properly, the lock lever will lift automatically.

**IMPORTANT**

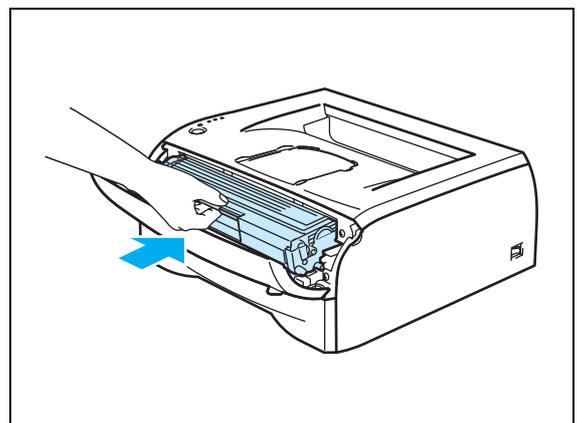
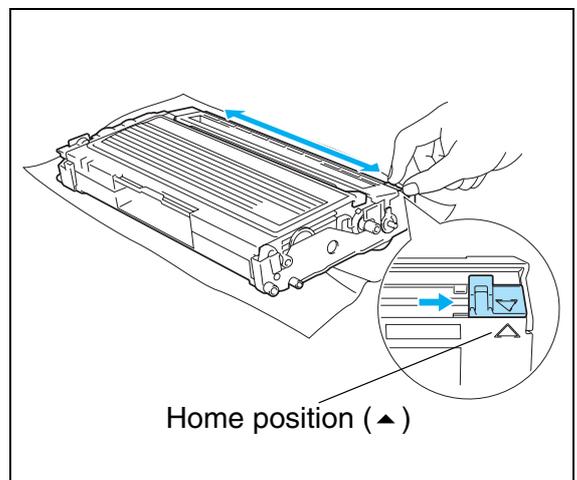
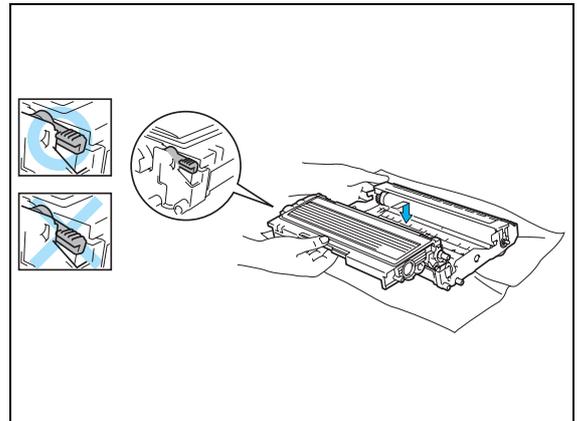
Make sure you insert the toner cartridge properly or it may separate from the drum unit.

- 7** Clean the primary corona wire inside the drum unit by gently sliding the blue tab from right to left and left to right several times. Return the tab to the home position (▲) before you put the drum unit back in the printer. If you do not, printed pages may have a vertical stripe.

- 8** Put the drum unit and toner cartridge assembly back in the printer. Close the front cover of the printer.

**IMPORTANT**

When installing the assembly, hold its grip.



## Drum unit

This printer can print up to 12,000 pages\* with one drum unit.

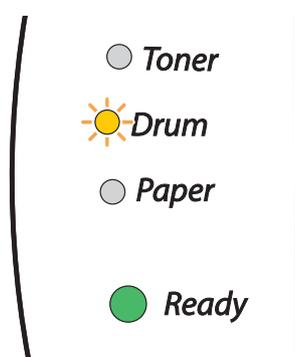
\* At 5% print coverage (A4 or Letter size). The actual number of printed pages will vary depending on the average type of print job and paper.

### Note

- There are many factors that determine the actual drum life, such as the temperature, humidity, type of paper, type of toner used, number of pages per print job and so on. Under ideal conditions, the average drum life is estimated at up to 12,000 pages. The actual number of pages that your drum will print may be significantly less than this estimate. Because we have no control over the many factors that determine the actual drum life, we cannot guarantee a minimum number of pages that will be printed by your drum.
- For best performance, use only genuine toner. The printer should be used only in a clean, dust-free environment with adequate ventilation.
- Printing with a third-party drum unit may reduce not only the print quality but also the quality and life of the printer itself. Warranty coverage does not apply to problems caused by the use of third-party drum unit.

## Change Drum message

If the LED shows the message below, it means the drum unit is near the end of its life. We recommend that you replace the drum unit with a new one before there is a noticeable deterioration in the print quality.



### IMPORTANT

- While removing the drum unit, handle it carefully because it may contain toner.
- Every time you replace the drum unit, you should clean the inside of the printer. See *Cleaning* on page 5-11.

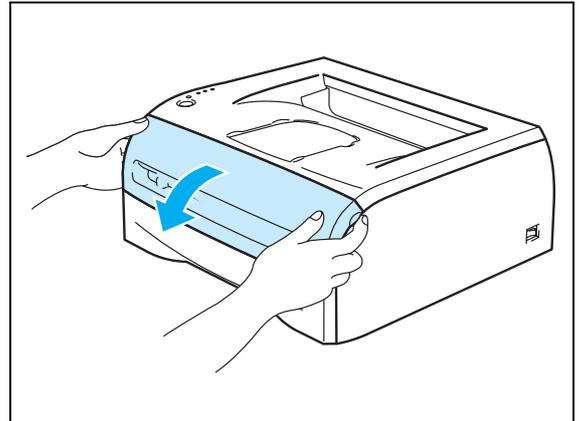
## Replacing the drum unit

### Note

We recommend that you clean the printer when you replace the drum unit. See *Cleaning* on page 5-11.

Follow these steps to replace the drum unit.

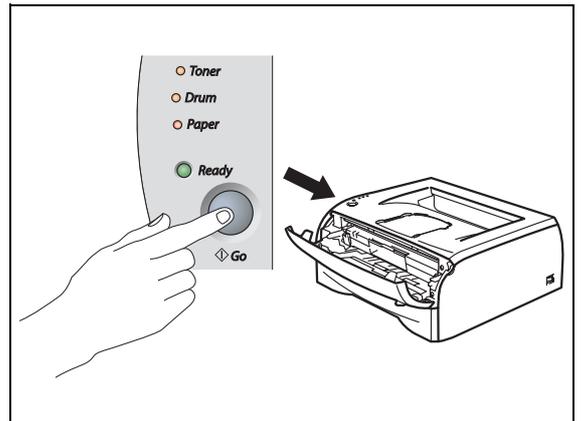
- 1 Make sure that the printer is turned on and the Drum LED is blinking. Open the front cover of the printer.



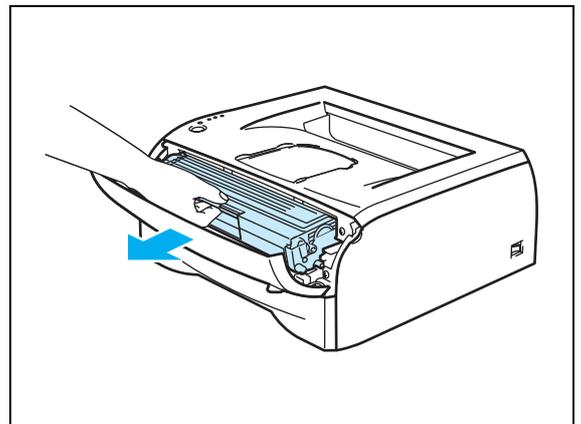
- 2 Press and hold down the **Go** button for about 4 seconds until all the LEDs light up. Once all four LEDs are lit, release the **Go** button.

#### IMPORTANT

Do not reset the drum counter when you replace only the toner cartridge.

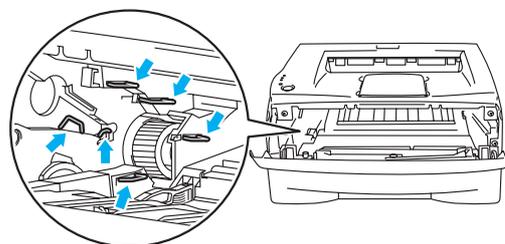


- 3 Pull out the drum unit and toner cartridge assembly.



**IMPORTANT**

- We recommend that you place the drum unit and toner cartridge assembly on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the printer from static electricity, do not touch the electrodes shown in the illustrations.



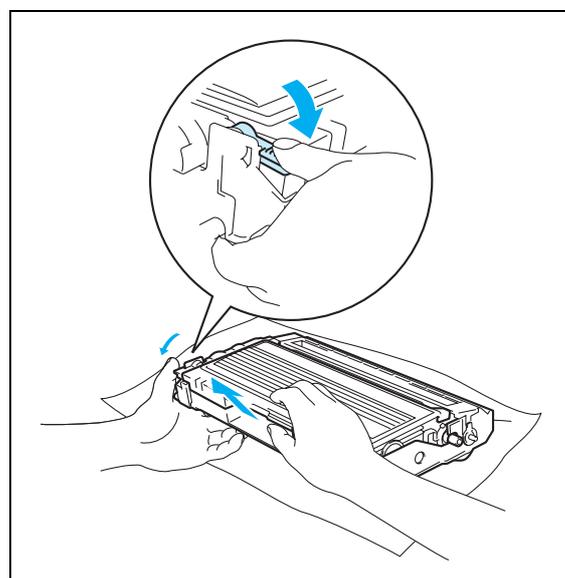
- 4** Push down the blue lock lever and take the toner cartridge out of the drum unit.

**IMPORTANT**

Handle the toner cartridge carefully. If toner scatters on your hands or clothes, immediately wipe or wash it off with cold water.

**Note**

- Be sure to seal up the drum unit tightly in a bag so that toner powder does not spill out of the unit.
- Discard the used drum unit according to local regulations, keeping it separate from domestic waste.



- 5** Unpack the new drum unit.

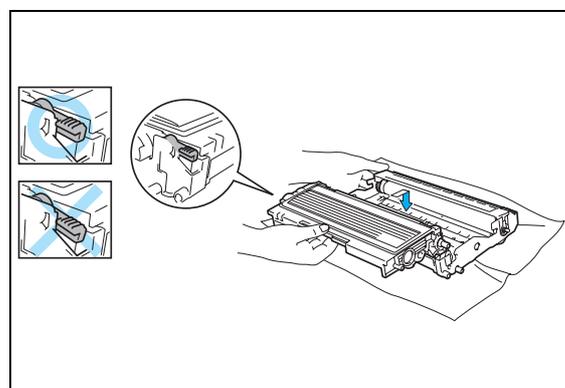
**IMPORTANT**

Wait to unpack a drum unit until immediately before you put it in the printer. Exposure to direct sunlight or room light may damage the drum unit.

- 6** Put the toner cartridge firmly into the new drum unit until you hear it lock into place. If you put the cartridge in properly, the blue lock lever will lift automatically.

**IMPORTANT**

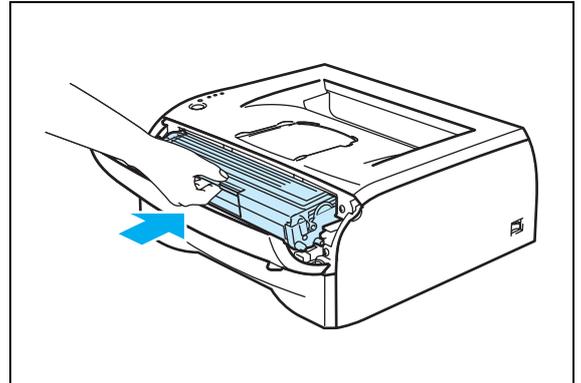
Make sure you insert the toner cartridge properly, or it may separate from the drum unit.



- 7 Put the drum unit and toner cartridge assembly in the printer.

**IMPORTANT**

When installing the assembly, hold its grip.



- 8 Close the front cover.
- 9 Make sure that the **Drum** LED is now off.

## Cleaning

Clean the outside and inside of the printer regularly with a dry, lint-free cloth. When you replace the toner cartridge or the drum unit, make sure you clean the inside of the printer. If printed pages are stained with toner, clean the inside of the printer with a dry, lint-free cloth.

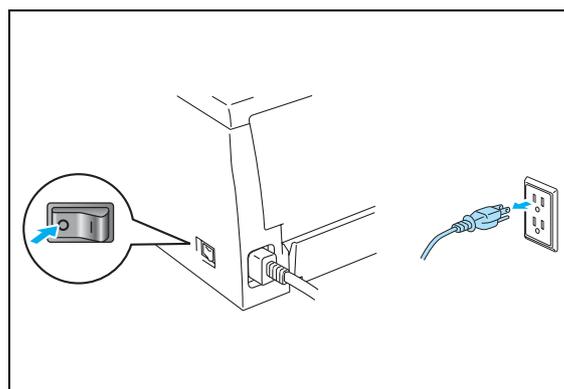
### Cleaning the outside of the printer

#### IMPORTANT

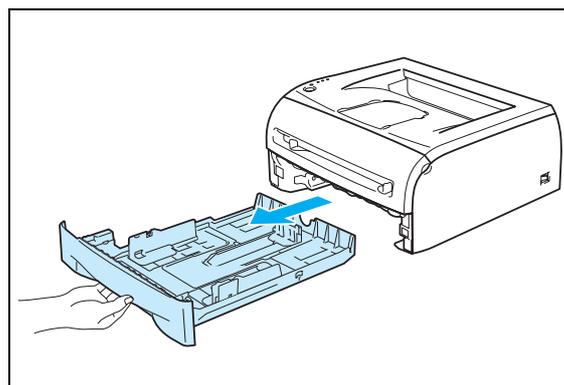
- Use neutral detergents. Cleaning with volatile liquids such as thinner or benzine will damage the surface of the printer.
- Do not use cleaning materials that contain ammonia.

Clean the outside of the printer as follows:

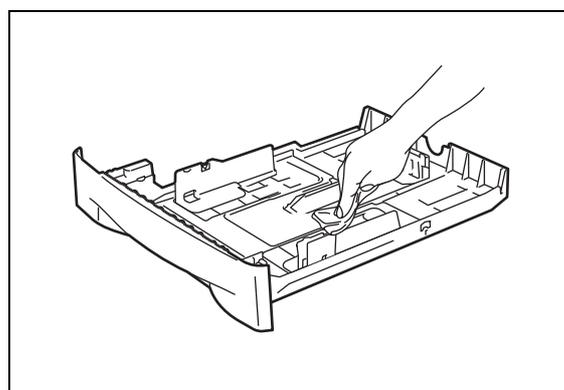
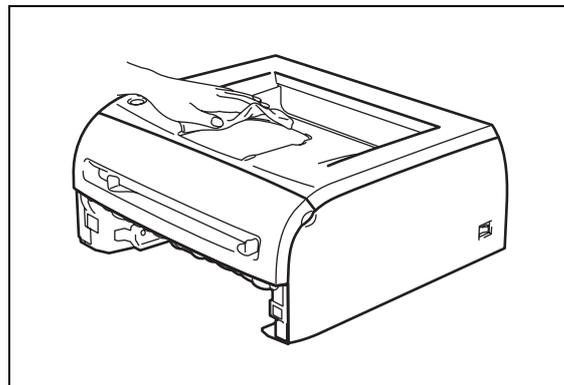
- 1 Turn off the printer power switch and unplug the printer from the AC power outlet.



- 2 Pull the paper tray completely out of the printer.



- 3** Wipe the outside of the printer with a soft cloth to remove dust.
- 4** Remove anything that is stuck inside the paper tray.
  
- 5** Wipe the inside of the paper tray with a soft cloth to remove dust.
- 6** Put the paper tray firmly back in the printer.
- 7** Plug the printer back in and turn on the printer power switch.

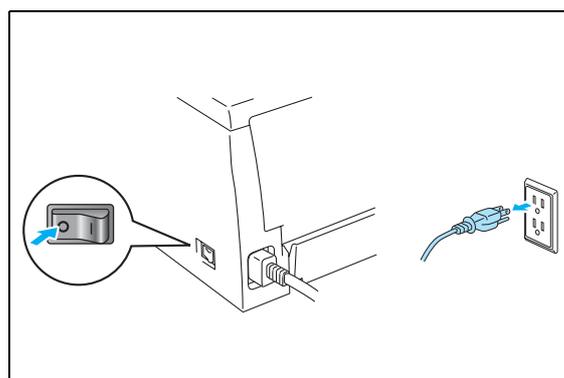


5

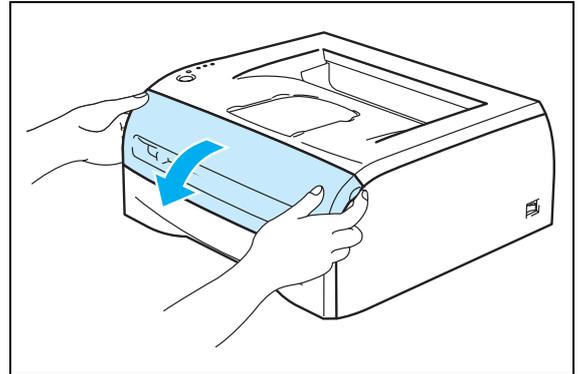
## Cleaning the inside of the printer

Clean the inside of the printer as follows:

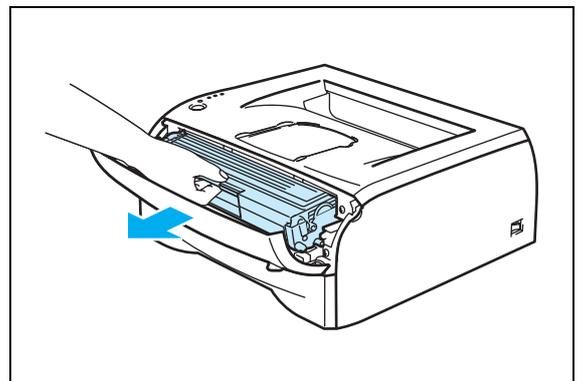
- 1** Turn off the printer power switch and unplug the printer from the AC power outlet.



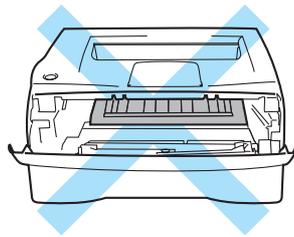
**2** Open the front cover of the printer.



**3** Pull out the drum unit and toner cartridge assembly.

**CAUTION**

After you have just used the printer, some parts inside the printer are extremely hot. Wait for the printer to cool down before you touch the internal parts of the printer.

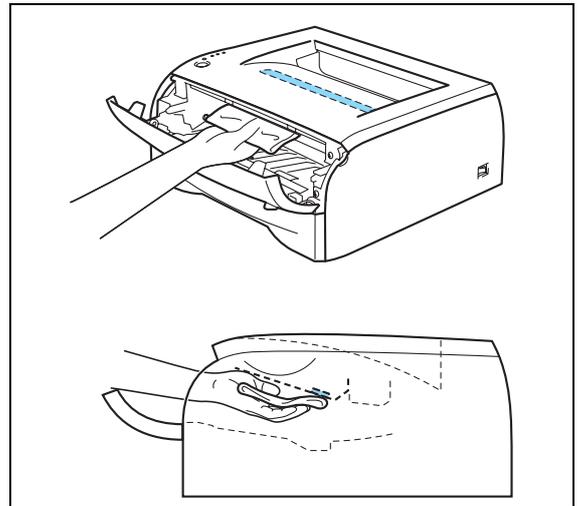


- 4 Wipe the scanner window with a dry, lint-free cloth.
- 5 Put the drum unit and toner cartridge assembly back in the printer.

**IMPORTANT**

When installing the assembly, hold its grip.

- 6 Close the front cover.
- 7 Plug the printer back in and turn on the printer power switch.

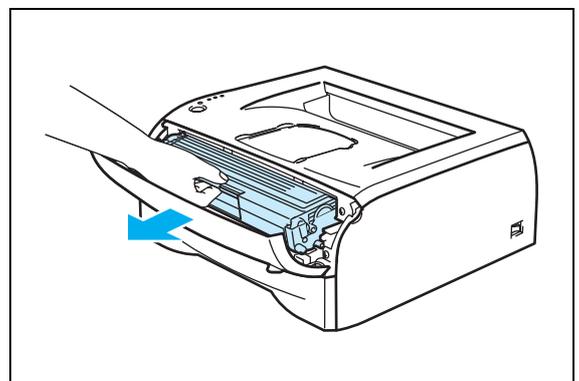
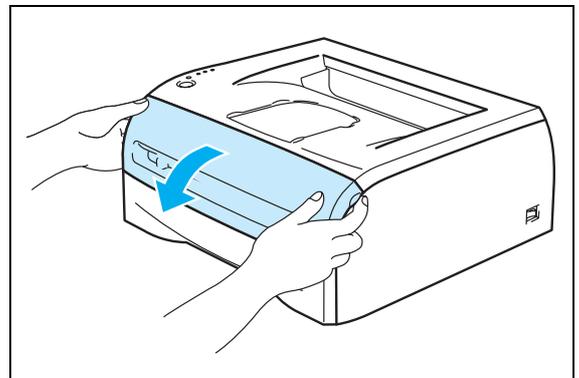


5

## Cleaning the corona wire

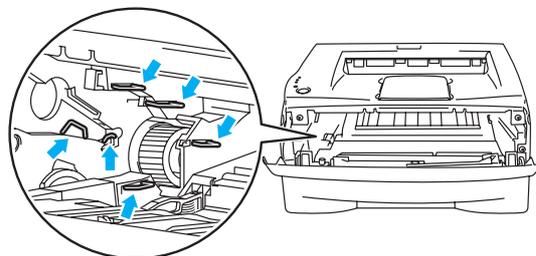
If you are experiencing print quality problems, please clean the corona wire as follows:

- 1 Open the front cover of the printer.
- 2 Pull out the drum unit and toner cartridge assembly.

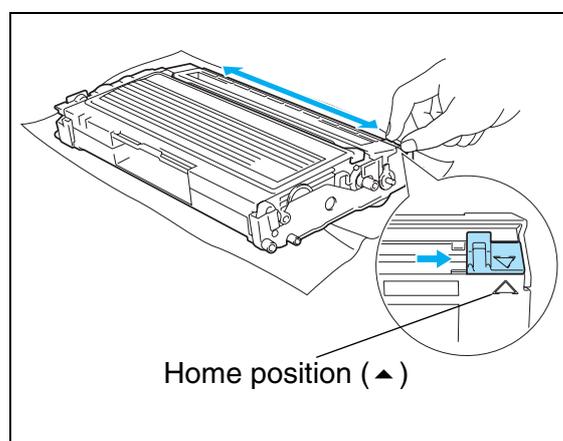


**IMPORTANT**

- We recommend that you place the drum unit and toner cartridge assembly on a piece of disposable paper or cloth in case you accidentally spill or scatter toner.
- To prevent damage to the printer from static electricity, do not touch the electrodes shown in the illustrations.



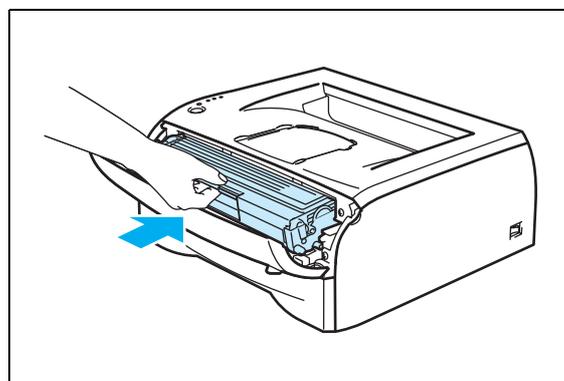
- 3** Clean the primary corona wire inside the drum unit by gently sliding the blue tab from right to left and left to right several times. Return the tab to the home position (▲) before you put the drum unit back in the printer. If you do not, printed pages may have a vertical stripe.



- 4** Put the drum unit and toner cartridge assembly back in the printer. Close the front cover of the printer.

**IMPORTANT**

When installing the assembly, hold its grip.



You can correct most problems by yourself. If you need additional help, contact our Customer Support Centre or your dealer.

## Identifying your problem

### First, check the following:

- The AC power cord is connected properly and the printer is turned on.
- All of the protective parts have been removed.
- The toner cartridge and drum unit are installed properly.
- The front cover is fully closed.
- Paper is inserted properly in the paper tray.
- The interface cable is securely connected to the printer and the computer.
- The correct driver for the printer is installed and selected.
- The PC is set up to connect to the correct printer port.

### Printer does not print:

If you did not solve your problem with the above checks, please identify your problem and then go to the section listed:

#### Printer LED is blinking

See *LED is blinking* on page 4-1.

#### Status Monitor Error Message appears

See *Error messages in the Status Monitor* on page 6-2.

#### Printer printed an Error Message

See *Error message printout* on page 6-3.

#### Paper handling

See *Paper handling* on page 6-4 and *Paper jams and how to clear them* on page 6-5.

#### Other problems

See *Other problems* on page 6-10.

### Pages are printed, however there are problems with:

#### Print quality

See *Improving the print quality* on page 6-10.

#### Printout is incorrect

See *Solving print problems* on page 6-15.

## Error messages in the Status Monitor

The Status Monitor will report problems with the printer. Take the corrective actions listed in the following table for the error message that the Status Monitor reports.

The default setting for the Status Monitor is off. If you would like to turn the status monitor on, you can change the setting of the Status Monitor in the **Printer Features** of the **Advanced** tab. See *Printer Features* on page 3-6.

Error message	Action
<b>Cover open</b>	<ul style="list-style-type: none"> <li>Close the front cover of the printer.</li> </ul>
<b>Back Cover open</b>	<ul style="list-style-type: none"> <li>Close the back cover of the printer.</li> </ul>
<b>Memory Full</b>	<ul style="list-style-type: none"> <li>Press the <b>Go</b> button to print the data remaining in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>Reduce the print resolution or reduce the complexity of your document.</li> </ul>
<b>Print Overrun</b>	<ul style="list-style-type: none"> <li>Press the <b>Go</b> button to print the data left in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>If this does not clear the error, reduce the complexity of your document or reduce the print resolution.</li> <li>Set page protection to <b>AUTO</b> by using the supplied Windows® driver.</li> </ul>
<b>No Paper Tray 1 No Paper Manual Feed</b>	<ul style="list-style-type: none"> <li>The paper tray may be out of paper or not properly installed. If it is empty, put a new stack of paper in the paper tray and then press the <b>Go</b> button.</li> <li>If there is paper in the paper tray, make sure it is straight. If the paper is curled, straighten it before printing. Sometimes it is helpful to remove the paper, turn the stack over and put it back in the paper tray.</li> <li>Reduce the amount of paper in the paper tray, and then try again.</li> <li>Make sure you use paper that meets recommended paper specifications. See <i>What kind of paper can I use?</i> on page 2-5.</li> </ul>
<b>Paper Jam Tray 1 Paper Jam Inside Paper Jam Rear</b>	<ul style="list-style-type: none"> <li>Take out the jammed paper from the indicated area. See <i>Paper jams and how to clear them</i> on page 6-5.</li> </ul>
<b>Toner Empty</b>	<ul style="list-style-type: none"> <li>See <i>Replacing the toner cartridge</i> on page 5-3.</li> </ul>
<b>Toner Low</b>	<ul style="list-style-type: none"> <li>Purchase a new toner cartridge and have it ready for when the Toner Life End status is indicated.</li> </ul>
<b>Cartridge Position Error</b>	<ul style="list-style-type: none"> <li>Take out the toner cartridge and put it back into the printer again.</li> </ul>
<b>Replace Drum Soon</b>	<ul style="list-style-type: none"> <li>The drum is near the end of its life. Purchase a new drum unit to replace the current one. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>
<b>Dust on Drum</b>	<ul style="list-style-type: none"> <li>See <i>Cleaning the corona wire</i> on page 5-14.</li> </ul>
<b>Service Call</b>	<ul style="list-style-type: none"> <li>Check the LED indication to identify the error. See <i>Service call indications</i> on page 4-5.</li> </ul>

## Error message printout

The printer will report problems by printing an error message as defined in the following table. Take the corrective actions for the error message.

Error message	Action
<b>MEMORY FULL</b>	<ul style="list-style-type: none"> <li>■ Press the <b>Go</b> button to print the data left in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>■ Reduce the print resolution or reduce the complexity of your document.</li> </ul>
<b>PRINT OVERRUN</b>	<ul style="list-style-type: none"> <li>■ Press the <b>Go</b> button to print the data left in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>■ If this does not clear the error, reduce the complexity of your document or reduce the print resolution.</li> <li>■ Set page protection to <b>AUTO</b> by using the supplied Windows® driver.</li> </ul>
<b>RESOLUTION REDUCED TO ENABLE PRINTING</b> (The printer has printed the document at a reduced resolution)	<ul style="list-style-type: none"> <li>■ Reduce the complexity of your document before you print to prevent automatic reduction in the resolution.</li> </ul>

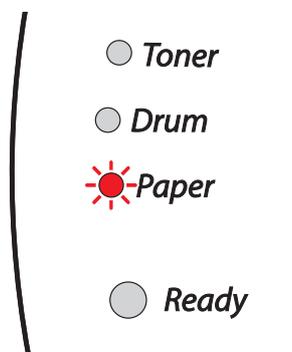
## Paper handling

First, make sure that you are using paper that meets recommended paper specifications. See *What kind of paper can I use?* on page 2-5.

Problem	Recommendation
The printer does not feed paper.	<ul style="list-style-type: none"> <li>■ If there is paper in the paper tray, make sure it is straight. If the paper is curled, you should straighten it before printing. Sometimes it is helpful to remove the paper, turn the stack over and put it back in the paper tray.</li> <li>■ Reduce the amount of paper in the paper tray, and then try again.</li> <li>■ Check that manual feed mode is not selected in the print driver.</li> </ul>
The printer does not feed paper from the manual feed slot.	<ul style="list-style-type: none"> <li>■ Re-insert the paper firmly, one sheet at a time.</li> <li>■ Make sure that manual feed mode is selected in the print driver.</li> </ul>
The printer will not feed envelopes.	<ul style="list-style-type: none"> <li>■ The printer can feed envelopes from the manual feed slot. Your application software must be set up correctly to print on the envelope size you are using. This is usually done in the page setup or document setup menu of your software. Please see your software application manual.</li> </ul>
A paper jam has occurred.	<ul style="list-style-type: none"> <li>■ Clear the jammed paper. See <i>Paper jams and how to clear them</i> on page 6-5.</li> </ul>

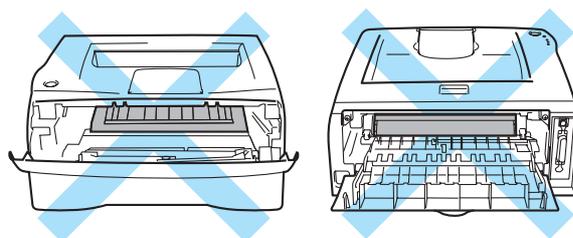
## Paper jams and how to clear them

If a paper jam occurs, the printer will tell you by flashing the paper LED as shown below.



### CAUTION

After you have just used the printer, some parts inside the printer are extremely hot. When you open the front cover or back cover of the printer, never touch the shaded parts shown in the illustrations.



Clear the jammed paper as follows.

If the jammed paper is removed completely by following the steps below, you can install the paper tray first, and then close the front cover and the printer will resume printing automatically.

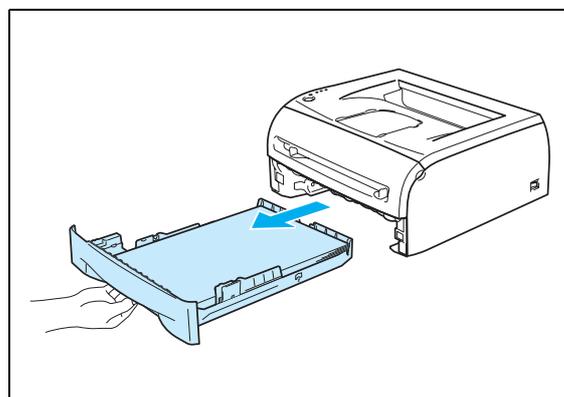
If the printer does not start printing automatically, press the **Go** button. If the printer still does not start printing, please check that all the remaining jammed paper has been removed from the printer. Then try printing again.



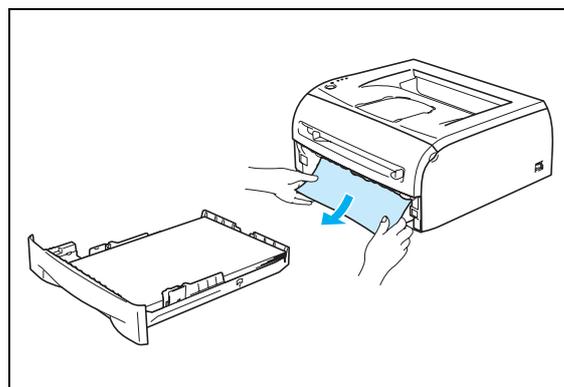
### Note

Always remove all paper from the paper tray and straighten the stack when you add new paper. This helps prevent multiple sheets of paper from feeding through the printer at one time and reduces paper jams.

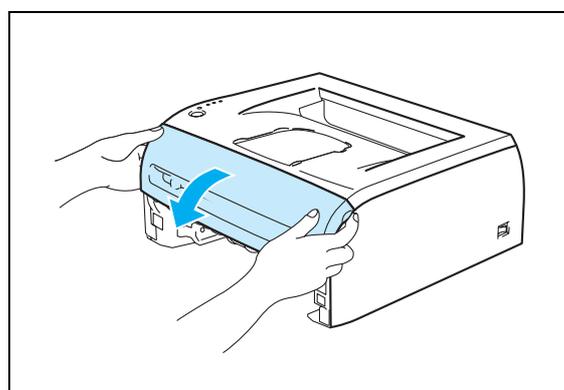
- 1 Pull the paper tray completely out of the printer.



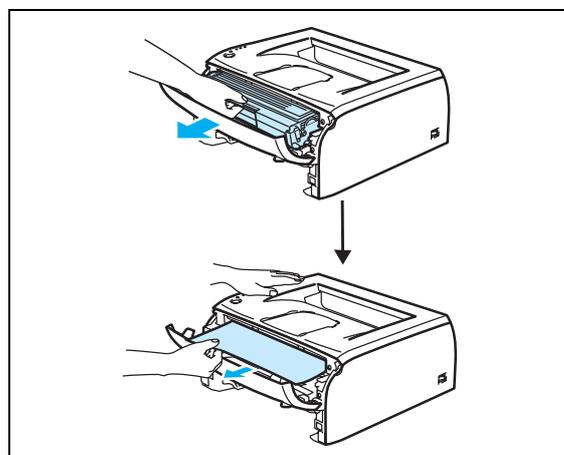
**2** Pull the jammed paper up and out of the printer.



**3** Open the front cover.

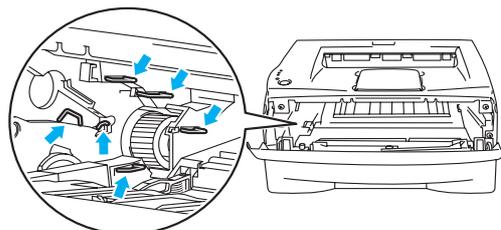


**4** Pull out the drum unit and toner cartridge assembly slowly. The jammed paper will be pulled out with the drum unit and toner cartridge assembly.

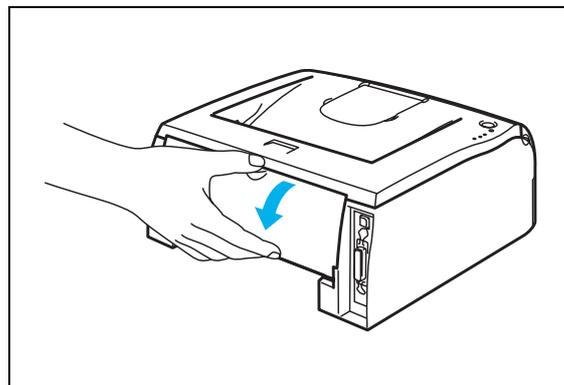


**IMPORTANT**

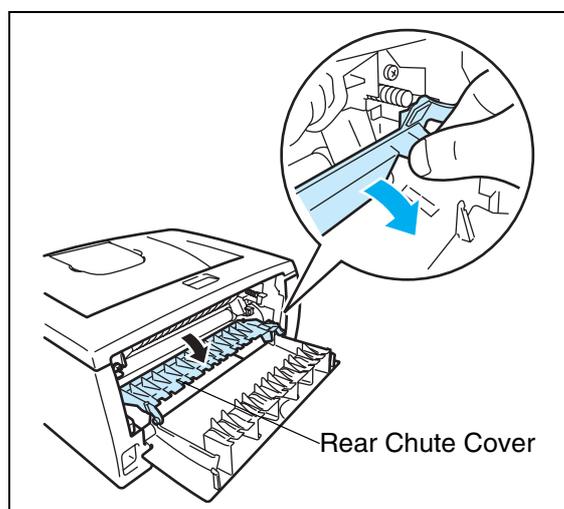
To prevent damage to the printer caused by static electricity, do not touch the electrodes shown in the illustrations.



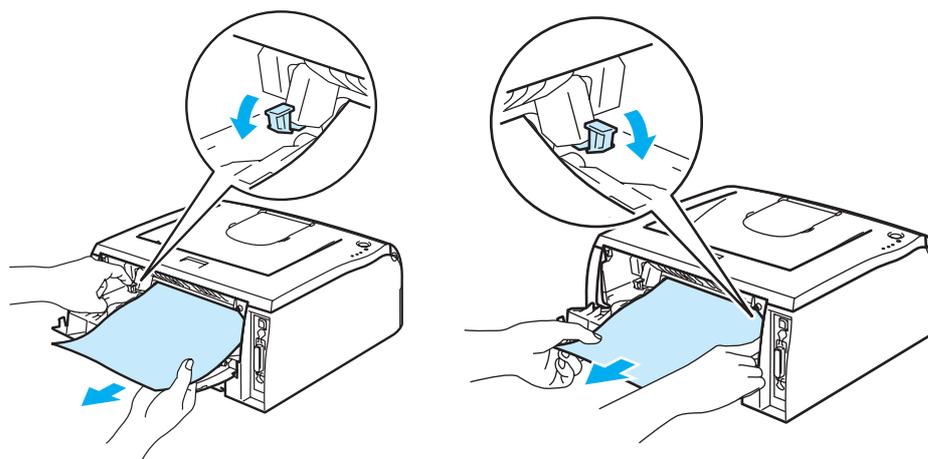
- 5** Open the back cover.



- 6** Pull the tab toward you to open the rear chute cover.



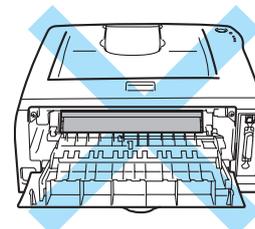
- 7** Pull the jammed paper out of the fuser unit. If the jammed paper cannot be pulled out easily, push down the tab with one hand as you gently pull the paper out with other.



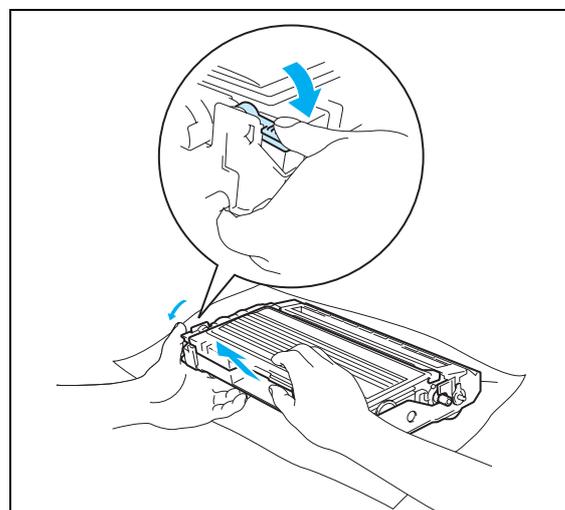


**CAUTION**

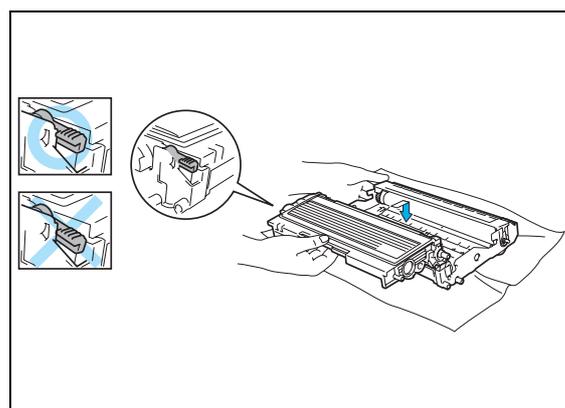
After you have just used the printer, some internal parts of the printer are extremely hot! Wait for the printer to cool down before you touch the internal parts of the printer.



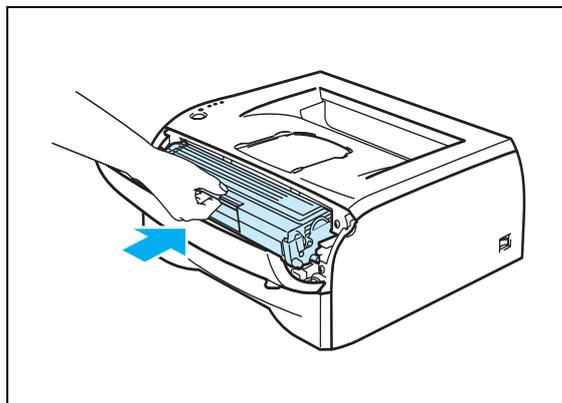
- 8** Close the back cover.
- 9** Push the lock lever down and take the toner cartridge out of the drum unit. Take out the jammed paper if there is any inside the drum unit.



- 10** Put the toner cartridge back into the drum unit until you hear it lock into place. If you put it in properly, the lock lever will lift automatically.



- 11 Put the drum unit and toner cartridge assembly back in the printer.



- 12 Put the paper tray firmly back in the printer.
- 13 Close the front cover.
- 14 Make sure that the **Paper** LED is now off and the printer is ready.

## Other problems

Problem	Recommendation
The printer cannot print. <b>There was an error writing to LPT1: (or BRUSB) for the printer</b> error message occurs on your PC.	<ul style="list-style-type: none"> <li>■ Check that the printer cable is not damaged or broken.</li> <li>■ If you have an interface-switching device, make sure the correct printer is selected.</li> </ul>

## For Macintosh® with USB

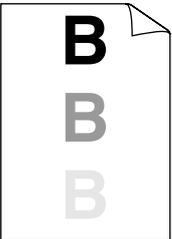
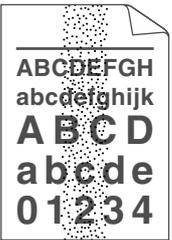
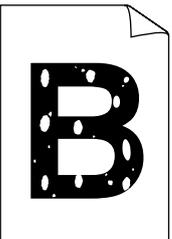
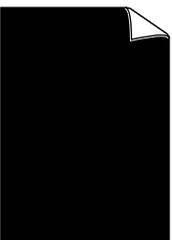
Problem	Recommendation
The printer does not appear in <b>Chooser</b> (Mac OS® 9.1 to 9.2) or <b>Print Center</b> (Mac OS® X 10.2.4 or greater).	<ul style="list-style-type: none"> <li>■ Check that the printer is turned on.</li> <li>■ Check that the USB interface cable is connected correctly.</li> <li>■ Check the print driver is installed correctly.</li> </ul>
Unable to print from application software.	<ul style="list-style-type: none"> <li>■ Make sure that the supplied Macintosh® print driver is installed in the <b>Hard Disk</b> and that it is selected with <b>Chooser</b> (Mac OS® 9.1 to 9.2) or <b>Print Center</b> (Mac OS® X 10.2.4 or greater).</li> </ul>

## Improving the print quality

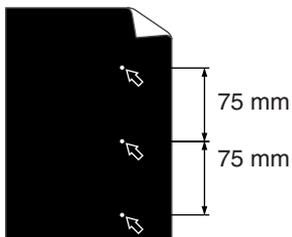
If you have a print quality problem, print a test page first (see *page 4-8*). If the printout looks good, the problem is probably not the printer. Check the interface cable or try the printer on another PC.

This section provides information on the following topics:

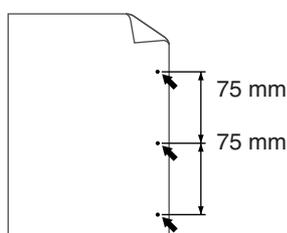
Examples of poor print quality	Recommendation
 <p style="text-align: center;">Faint</p>	<ul style="list-style-type: none"> <li>■ Check the printer's environment. Conditions such as humidity, high temperatures, and so on may cause this print fault. See <i>Positioning the printer</i> on page 2-4.</li> <li>■ If the whole page is too light, <b>Toner Save</b> mode may be on. Turn off <b>Toner Save</b> mode in the printer Properties tab of the driver.</li> <li>■ Try installing a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 5-3.</li> <li>■ Try installing a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>

Examples of poor print quality	Recommendation
 <p><b>Gray background</b></p>	<ul style="list-style-type: none"> <li>■ Make sure that you use paper that meets the recommended specifications. See <i>What kind of paper can I use?</i> in Chapter 2.</li> <li>■ Check the printer's environment - high temperatures and high humidity can increase the amount of background shading. See <i>Positioning the printer</i> on page 2-4.</li> <li>■ Use a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 5-3</li> <li>■ Use a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>
 <p><b>Ghost</b></p>	<ul style="list-style-type: none"> <li>■ Make sure you use paper that meets our specifications. Rough-surfaced paper or thick print media may cause this problem. See <i>What kind of paper can I use?</i> on page 2-5.</li> <li>■ Make sure that you choose the appropriate media type in the print driver. See <i>What kind of paper can I use?</i> on page 2-5.</li> <li>■ Try using a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>
 <p><b>Toner specks</b></p>	<ul style="list-style-type: none"> <li>■ Make sure that you use paper that meets our specifications. Rough-surfaced paper may cause the problem. See <i>What kind of paper can I use?</i> on page 2-5.</li> <li>■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>
 <p><b>Hollow print</b></p>	<ul style="list-style-type: none"> <li>■ Make sure that you use paper that meets our specifications. See <i>What kind of paper can I use?</i> in Chapter 2.</li> <li>■ Choose <b>Heavyweight 1</b> mode in the print driver, or use thinner paper than you are currently using.</li> <li>■ Check the printer's environment because conditions such as high humidity can cause hollow print. See <i>Positioning the printer</i> on page 2-4.</li> </ul>
 <p><b>All black</b></p>	<ul style="list-style-type: none"> <li>■ Clean the primary corona wire inside the drum unit by sliding the blue tab. Make sure you return the blue tab to the home position (▲). See <i>Cleaning the corona wire</i> on page 5-14.</li> <li>■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>

**Examples of poor print quality**



**White Spots on black text and graphics at 75 mm intervals**



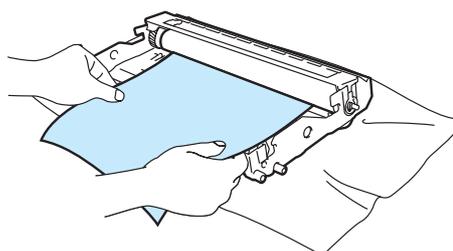
**Black Spots at 75 mm intervals**

**Recommendation**

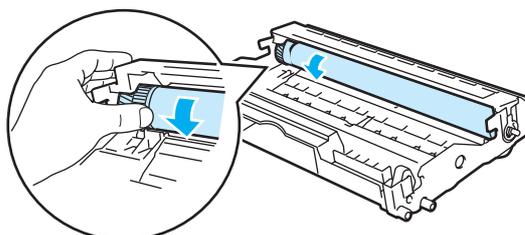
- If the problem is not solved after printing a few pages, the drum unit may have glue from label stock on the OPC drum surface.

Clean the drum unit as follows:

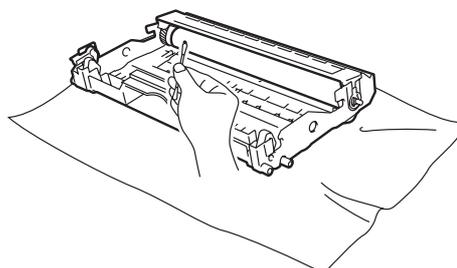
- 1** Position the print sample in front of the drum unit, and find the exact position of the poor print.



- 2** Turn the drum unit gear by hand while looking at the surface of the OPC drum.



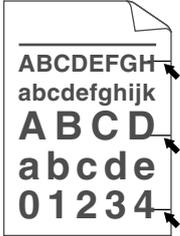
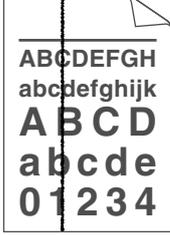
- 3** When you have located the mark on the drum that matches the print sample, wipe the surface of the OPC drum with a cotton swab until the dust or paper powder on the surface comes off.

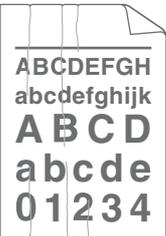


**Note**

Do not try to clean the surface of the photosensitive drum with a sharp object.

- The drum unit may be damaged. Put in a new drum unit. See *Replacing the drum unit* on page 5-8.

Examples of poor print quality	Recommendation
 <p><b>Black toner marks across the page</b></p>	<ul style="list-style-type: none"> <li>■ The drum unit may be damaged. Put in a new drum unit. See <i>page 6-12</i>.</li> <li>■ Make sure that you use paper that meets our specifications. See <i>What kind of paper can I use?</i> on page 2-5. <ul style="list-style-type: none"> <li>• If you use label sheets for laser printers, the glue from the sheets may sometimes stick to the OPC drum surface. Clean the drum unit. See <i>page 6-12</i>.</li> <li>• Do not use paper that has clips or staples because they will scratch the surface of the drum.</li> <li>• If the unpacked drum unit is in direct sunlight or room light, the unit may be damaged.</li> </ul> </li> </ul>
 <p><b>White lines across the page</b></p>	<ul style="list-style-type: none"> <li>■ Make sure that you use paper that meets our specifications. A rough surfaced paper or thick print media can cause the problem.</li> <li>■ Make sure that you select the appropriate media type in the print driver.</li> <li>■ The problem may disappear by itself. Try printing multiple pages to clear this problem, especially if the printer has not been used for a long time.</li> <li>■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the toner cartridge</i> on page 5-3.</li> </ul>
 <p><b>Lines across the page</b></p>	<ul style="list-style-type: none"> <li>■ Clean the inside of the printer and the primary corona wire in the drum unit. See <i>Cleaning</i> on page 5-11.</li> <li>■ The drum unit may be damaged. Put in a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> </ul>
 <p><b>Black lines down the page</b> Printed pages have toner stains down the page.</p>	<ul style="list-style-type: none"> <li>■ Clean the primary corona wire of the drum unit. See <i>Cleaning the corona wire</i> on page 5-14</li> <li>■ Make sure the primary corona wire cleaner is at the home position (▲).</li> <li>■ The drum unit may be damaged. Install a new drum unit. See <i>Replacing the drum unit</i> on page 5-8.</li> <li>■ The toner cartridge may be damaged. Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 5-3. Make sure that a torn piece of paper is not inside the printer covering the scanner window.</li> <li>■ The fuser unit may be smudged. Contact our Customer Support Centre or your dealer.</li> </ul>

Examples of poor print quality	Recommendation
 <p>White lines down the page</p>	<ul style="list-style-type: none"> <li>■ Wipe the scanner window with a soft cloth. See <i>Cleaning the inside of the printer</i> on page 5-12.</li> <li>■ The toner cartridge may be damaged. Put in a new toner cartridge. See <i>Replacing the toner cartridge</i> on page 5-3.</li> </ul>
 <p>Page skewed</p>	<ul style="list-style-type: none"> <li>■ Make sure the paper or other print media is loaded properly in the paper tray and that the guides are not too tight or too loose against the paper stack.</li> <li>■ Set the paper guides correctly. See <i>Printing on plain paper or transparencies from the paper tray</i> on page 2-8.</li> <li>■ If you are using the manual feed slot, See <i>Printing on plain paper, bond paper or transparencies from the manual feed slot</i> on page 2-11.</li> <li>■ The paper tray may be too full. See <i>Printing on plain paper or transparencies from the paper tray</i> on page 2-8.</li> <li>■ Check the paper type and quality. See <i>What kind of paper can I use?</i> on page 2-5.</li> </ul>
 <p>Curl or wave</p>	<ul style="list-style-type: none"> <li>■ Check the paper type and quality. High temperatures and high humidity will cause paper to curl. See <i>What kind of paper can I use?</i> on page 2-5.</li> <li>■ If you don't use the printer very often, the paper may have been in the paper tray too long. Turn over the stack of paper in the paper tray. Also, try fanning the paper stack and then rotating the paper 180° in the paper tray.</li> </ul>
 <p>Wrinkles or creases</p>	<ul style="list-style-type: none"> <li>■ Make sure that paper is loaded properly. See <i>Printing on plain paper or transparencies from the paper tray</i> on page 2-8.</li> <li>■ Check the paper type and quality. See <i>What kind of paper can I use?</i> on page 2-5.</li> <li>■ Turn over the stack of paper in the tray or try rotating the paper 180° in the input tray.</li> </ul>

## Solving print problems

Problem	Recommendation
<p>The printer prints unexpectedly or it prints garbage data.</p>	<ul style="list-style-type: none"> <li>■ Make sure the printer cable is not too long. We recommend you use a parallel or USB cable that is less than 2 meters (6.5 feet) in length.</li> <li>■ Make sure that the printer cable is not damaged or broken.</li> <li>■ If you are using an interface-switching device, remove it. Connect your computer directly to your printer, and then try again.</li> <li>■ Check that you have chosen the appropriate print driver with 'Set as Default'.</li> <li>■ Make sure that the printer is not connected to the same port that is also connected to a storage device or scanner. Take away all other devices and connect the port only to the printer.</li> <li>■ Turn off Printer Status Monitor in <b>Printer Features</b> of the Advanced tab in the print driver.</li> </ul>
<p>The printer cannot print full pages of a document. An error message <b>MEMORY FULL</b> is printed out.</p>	<ul style="list-style-type: none"> <li>■ Press the <b>Go</b> button to print the data left in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>■ Reduce the print resolution or reduce the complexity of your document.</li> </ul>
<p>The printer cannot print full pages of a document. An error message <b>PRINT OVERRUN</b> is printed out.</p>	<ul style="list-style-type: none"> <li>■ Press the <b>Go</b> button to print the data left in the printer. Cancel the print job if you want to delete the data remaining in the printer, see <i>Cancel printing</i> on page 4-7.</li> <li>■ If this does not clear the error, reduce the complexity of your document or reduce the print resolution.</li> <li>■ Set page protection to <b>AUTO</b> by using the supplied Windows® driver.</li> </ul>
<p>My headers or footers appear when I view my document on the screen but they do not show up when I print it.</p>	<ul style="list-style-type: none"> <li>■ Adjust the top and bottom margins of your document.</li> </ul>

## A

## Appendix

## Printer specifications

## Engine

<b>Technology</b>	Electrophotographic	
<b>Print speed</b>	Up to 20 ppm (A4 size)	
<b>First print time</b>	Less than 10 sec <sup>*1</sup>	
<b>Resolution</b>	Windows <sup>®</sup> 95/98/Me Windows NT <sup>®</sup> 4.0 Windows <sup>®</sup> 2000/XP	HQ1200 600 dpi 300 dpi
	DOS	N/A
	Mac OS <sup>®</sup>	HQ1200 600 dpi 300 dpi

## Controller

<b>Processor</b>	Fujitsu SPARClite 96MHz	
<b>Memory</b>	Standard	8 MB
	Option	N/A
<b>Interface</b>	Full-Speed USB 2.0 <sup>*2</sup> , IEEE 1284 Parallel	
<b>Emulation</b>	GDI	
<b>Resident fonts</b>	N/A	

\*1 From paper tray

\*2 USB is not supported under Windows<sup>®</sup> 95 or Windows NT<sup>®</sup>4.0.

## Software

<b>Print driver</b>	GDI Driver for Windows® 95/98/Me, Windows NT® 4.0, Windows® 2000/XP
	FX Laser Driver for Mac OS® 9.1 to 9.2 and Mac OS® X 10.2.4 or greater
<b>Utilities</b>	Interactive Help* <sup>3</sup>

## Control panel

<b>LED</b>	4 LEDs
<b>Button</b>	1 button

## Paper handling

<b>Paper Input</b> * <sup>4</sup>	Manual feed slot	1 Sheet
	Paper tray	250 Sheets
<b>Paper Output</b> * <sup>4</sup>	Face-down	100 Sheets
<b>Duplex</b>		Manual Duplex

\*<sup>3</sup> Instructional animations for problem solving

\*<sup>4</sup> Calculated with 80 g/m<sup>2</sup> paper

## Paper specifications

<b>Paper types</b>	Manual feed slot	Plain paper, Heavyweight paper, Lightweight paper, Bond paper, Recycled paper, Envelope, Labels, and Transparencies
	Paper tray	Plain paper, Lightweight paper, Recycled paper, and Transparencies* <sup>5</sup>
<b>Paper weights</b>	Manual feed slot	60 to 161 g/m <sup>2</sup>
	Paper tray	60 to 105 g/m <sup>2</sup>
<b>Paper sizes</b>	Manual feed slot	Width: 69.8 to 216mm ±1.0mm Height: 116 to 406.4mm ±1.0mm
	Paper tray	A4, Letter, Legal* <sup>6</sup> , B5(JIS), B5(ISO), Executive, A5, A6, B6(ISO)

## Supplies

<b>Toner</b>	Starter* <sup>7</sup>	1,500 pages A4/Letter pages @5% coverage
	Standard	2,500 pages A4/Letter pages @5% coverage
<b>Drum</b>		12,000 A4/Letter pages (1 page / job)

## Dimensions / Weights

<b>Dimensions (W × D × H)</b>	371 × 361 × 165.5 mm
<b>Weights</b>	Approx.5.4 kg not including the drum unit and toner cartridge Approx.6.5 kg including the drum unit and toner cartridge

\*5 Up to 10 sheets

\*6 Legal paper is not available in some regions.

\*7 Depends on the model and country you bought the printer in.

## Other

<b>Power consumption</b>		Printing (average)	Less than 450 W at 25 °C
		Standby (average)	Less than 70 W at 25 °C
		Sleep (average)	Less than 5 W
<b>Noise level</b>	Sound pressure	Printing	Less than 51 dB(A)
		Standby	Less than 30 dB(A)
	Sound power	Printing	6.2B(A) (Office equipment with LWAd > 6.3B(A) is not suitable for operation in rooms where predominantly intellectual work is done. Due to their noise emissions, these devices should be set up in separate rooms.)
		Standby	4.3B(A)
<b>Ecology</b>	Power save	Yes	
	Toner save	Yes	

## System Requirements

Computer Platform & Operating System Version		Processor Speed	Minimum RAM	Recommended RAM	Available Hard Disk Space
<b>Windows®</b>	95* <sup>8</sup> , 98, 98SE	486/66 MHz	8 MB	16 MB	40 MB
	NT® Workstation 4.0* <sup>8</sup>	Pentium 75 MHz	16 MB	32 MB	50 MB
	2000 Professional	Pentium 133 MHz	64 MB	128 MB	50 MB
	Me	Pentium 150 MHz	32 MB	64 MB	50 MB
	XP	Pentium 300 MHz	128 MB	128 MB	50 MB
<b>Apple® Macintosh®*<sup>9</sup></b>	OS® 9.1 - 9.2	All base models meet minimum requirements	32 MB	64 MB	50 MB
	Mac OS® X 10.2.4 or greater		128 MB	160 MB	

\*8 USB is not supported under Windows® 95 or Windows NT®4.0.

\*9 Power Macintosh with an Apple original pre-installed USB port.

## Important information for choosing your paper

This section provides information to help you choose paper to use with this printer.

### Note

If you use paper other than the ones recommended, a paper jam or misfeeding may occur in the printer. See *Recommended paper* on page 2-6.

## Before you purchase a large quantity of paper

Make sure the paper is suitable for the printer.

## Paper for plain paper copies

Paper is divided by usage, such as paper for printing and paper for copying. The usage is usually specified on the paper's package. Check the package to see whether it is suitable for laser printers. Use paper that is suitable for laser printers.

## Basis weight

The basis weight of the paper in general use varies in different countries. We recommend that you use paper that weighs between 80 and 90 g/m<sup>2</sup> (20 and 24 lb), although this printer is able to cope with thinner or thicker paper than these weights.

## Long grain and short grain

The pulp fiber of the paper is aligned during paper manufacturing. What we call long grain paper is paper where the fiber is parallel to the paper carriage direction of the paper.

Paper can be classified into two types, long grain and short grain. Long grain paper's fiber direction is parallel to the carriage direction of the paper in the printer. Short grain paper's fiber direction is vertical to the carriage direction of the paper in the printer. Though most plain paper for copying is long grain, some is short grain. We recommend that you use long grain paper for this printer. Short grain paper is too weak for the paper carriage of the printer.

## Acid paper and neutralized paper

Paper can be classified as either acid paper or neutralized paper.

Though modern paper manufacture methods started with acid paper, recently neutralized paper is taking the place of acid paper because of environment or preservation issues.

However, many forms of acid paper can be found in recycled paper. We recommend that you use neutralized paper for this printer.

You can use an acid paper check pen to distinguish acid paper from neutral paper.

## Print surface

The characteristics may differ a little between the face side and reverse side of a sheet of paper.

Usually, the opening side of the ream of paper package is the print side. Follow any indication of the print side on the paper package. Typically, the print side is indicated by an arrow.

## Moisture content

Moisture content is the amount of water left in the paper after manufacture. It is one of the important characteristics of the paper. This can change greatly depending on the storage environment, although usually paper contains about 5% water by weight. Because paper often absorbs water, the amount of water can sometimes be about 10% in a high humidity environment. When the amount of water increases, the characteristic of the paper changes greatly. The fixing of the toner may become worse. For storage of the paper and during use, we recommend that the humidity of the surrounding environment is between 50% and 60%.

## Paper size

o: Available

Paper size	mm (inch)	Paper tray	Manual feed slot
Letter	215.9 x 279.4 (8.5 x 11)	o	o
Legal	215.9 x 355.6 (8.5 x 14)	o	o
Executive	184.15 x 266.7 (7.25 x 10.5)	o	o
A4	210 x 297	o	o
A4 Long	210 x 406.4		o
A5	148.5 x 210	o	o
A6	105 x 148.5	o	o
Monarch	98.4 x 190.5		o
Envelope #10	104.8 x 241.3		o
Envelope DL	110 x 220		o
Envelope C5	162 x 229		o
B5 (JIS)	182 x 257	o	o
B5 (ISO)	176 x 250	o	o
B6 (ISO)	125 x 176	o	o
Folio	215.9 x 330 (8.5 x 13)		o

# Index

## Numerics

---

2 sided printing ..... 2-18

## A

---

Advanced tab ..... 3-4

## B

---

Back view ..... 2-3

Basic tab ..... 3-3

Before using the machine ..... 1-1

## C

---

Cancel printing ..... 4-7

Carton contents ..... 2-1

Cartridge position error ..... 4-3

Cleaning ..... 5-11

Control panel ..... 4-1, A-2

Control panel button ..... 4-7

Corona wire ..... 5-6, 5-14, 5-15

## D

---

Dimensions ..... A-3

Drum ..... A-3

Drum unit ..... 5-7

Dust on drum ..... 4-4

## E

---

Emulation ..... A-1

Envelopes ..... 2-14, 2-17

Error messages ..... 6-2, 6-3

## F

---

Fonts ..... A-1

Front view ..... 2-3

## I

---

Interface ..... A-1

## L

---

LED ..... 4-1

## M

---

Macintosh® ..... 3-12

Manual feed slot ..... 2-11, 2-14, 2-19

Memory ..... A-1

Memory full ..... 4-4

## N

---

No paper ..... 4-3, 4-4

## O

---

OPC drum ..... 6-12

## P

---

Paper ..... 2-5, A-5

Paper handling ..... A-2

Paper jams ..... 4-4, 6-5

Paper specifications ..... A-3

Paper Tray Attributes tab ..... 3-10

Power supply ..... 2-4

Preface ..... 1-1

Print driver ..... 3-3, 3-14, A-2

Print media ..... 2-5

Print overrun ..... 4-4

Print quality ..... 6-10

Print test page ..... 4-8

Printable area ..... 2-7

Printer features ..... 3-6

Printer settings ..... 4-9

Processor ..... A-1

## R

---

Replace drum soon ..... 4-3

Reprint ..... 3-7, 4-7

## S

---

Safety notes ..... 1-4

Scanner window ..... 5-14

Service call ..... 4-5

Specifications ..... A-1

Support tab ..... 3-11

System requirements ..... A-4

**T**

---

Toner cartridge ..... 5-2, A-3  
Toner empty ..... 4-3, 5-3  
Toner low ..... 4-3

**U**

---

Utilities ..... A-2

**W**

---

Web site ..... 3-1  
Weights ..... A-3

**DocuPrint 203A User's Guide**

Fuji Xerox Co., Ltd.

Human Interface & Design Development

ME3414E2-1 (Edition 1)

May 2005

Copyright© 2005 by Fuji Xerox Co., Ltd.