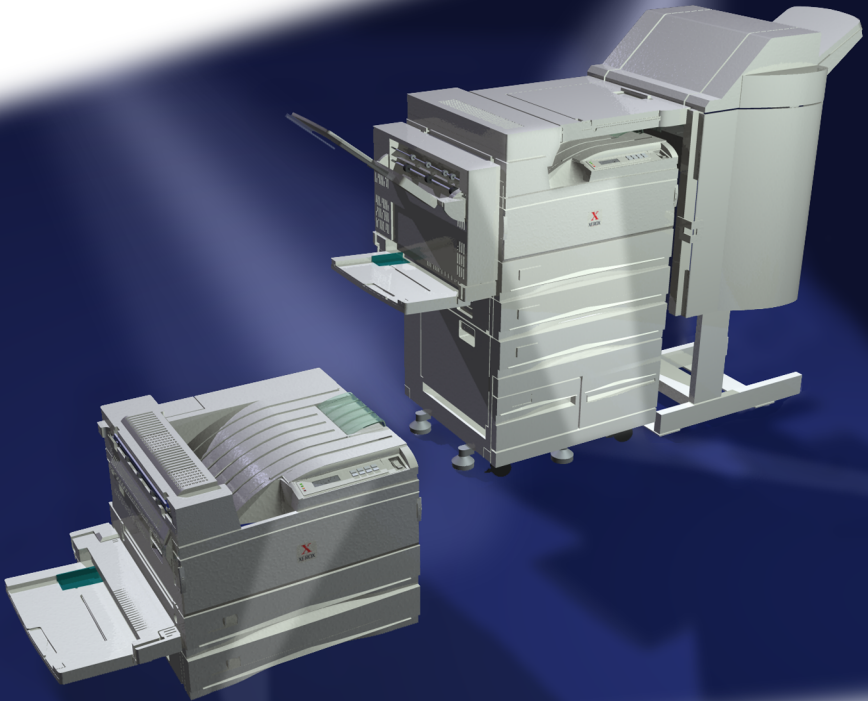


XEROX

DOCUPRINT N4525

NETWORK LASER PRINTER

USER GUIDE



DIGITAL
THE DOCUMENT COMPANY

XEROX

**Xerox DocuPrint® N4525
Network Laser Printer
User Guide**

721P56360
July 2000

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This printer contains emulations of Hewlett-Packard PCL 5e and PCL 6 command languages (recognizes HP PCL 5e and PCL 6 commands) and processes these commands in a manner compatible with Hewlett Packard LaserJet printer products.

This product includes an implementation of LZW licensed under U.S. Patent 4.558.302.

Changes are periodically made to this document. Technical updates will be included in subsequent editions.

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Warranty

Printer Warranty

Xerox warrants that the DocuPrint N4525 Network Laser Printer will be free from defects in materials and workmanship for a period of one (1) year from the date of shipment. If the product proves defective during the warranty period, Xerox, at its option, will:

- (1) repair the product by means of telephone support or on-site service at no charge for parts or labor,
- (2) replace the product with a comparable product, or
- (3) refund the amount paid for the product, less a reasonable allowance for usage, upon its return.

Under this product warranty, the Customer must notify Xerox or its authorized service representative of the defect before the expiration of the warranty period. To obtain service under this warranty, the Customer must first contact Xerox Telephone Support personnel or that of its authorized service representative. Telephone Support personnel will work to resolve issues professionally and quickly, however the Customer must reasonably assist Xerox or its authorized representative.

If telephone support is unsuccessful, Xerox or its authorized service representative will provide warranty repair at Customer's site without charge as provided below.

- Service is available within the customary on-site service area in the United States and Canada for products purchased in the United States and Canada.
- Inside the European Economic Area, service is available within the customary on-site service area for products purchased in the EEA
- Outside the US, Canada, & EEA, service is available within the customary on-site service area in the country of purchase

A description of the customary on-site service area may be obtained from the local Xerox Customer Support Center or authorized Xerox distributor. On-site service is at Xerox or its authorized service representative's sole discretion and is considered an option of last resort.

If the Customer's product contains features that enable Xerox or its authorized service representative to diagnose and repair problems with the product remotely, Xerox may request that the Customer allow such remote access to the product.

In the maintenance of the product, Xerox may use new or equivalent to new parts or assemblies for equal or improved quality. All defective parts and assemblies become the property of Xerox. Xerox, at its option, may request the return of these parts.

CONSUMABLES WARRANTY

Xerox warrants that toner cartridges will be free from defects in materials and workmanship for a period of one (1) year from date of installation. All other Customer Replaceable Consumables (CRCs) will be covered for a period of ninety (90) days (six (6) months where longer periods are required by law) from the date of installation, but not more than one (1) year from date of shipment. Under this warranty, the Customer must notify Xerox or its authorized service representative of the defect before the expiration of the warranty period. XEROX MAY REQUIRE THAT THE DEFECTIVE CRC BE RETURNED TO A DESIGNATED XEROX DEPOT OR THE XEROX REPRESENTATIVE FROM WHICH THE CRC WAS ORIGINALLY PURCHASED. Claims will be handled according to the current Xerox procedure.

These warranties shall not apply to any defect, failure or damage caused by improper use or improper or inadequate maintenance and care. Xerox shall not be obligated under these warranties:

- a) to repair damage resulting from attempts by personnel other than Xerox representatives to install, repair or service the product unless directed by a Xerox representative;
- b) to repair damage, malfunction, or degradation of performance resulting from improper use or connection to incompatible equipment or memory;
- c) to repair damage, malfunction, or degradation of performance caused by the use of non-Tektronix/Xerox printer supplies or consumables or the use of Tektronix/Xerox supplies not specified for use with this printer;
- d) to repair a product or CRC that has been modified or integrated with other products when the effect of such modification or integration increases the time or difficulty of servicing the product or CRC;
- e) to perform user maintenance or cleaning or to repair damage, malfunction, or degradation of performance resulting from failure to perform user maintenance and cleaning as prescribed in published product materials;
- f) to repair damage, malfunction, or degradation of performance resulting from use of the product in an environment not meeting the operating specifications set forth in the user manual;
- g) to repair this product after the limit of its duty cycle has been reached; all service thereafter shall be billed on a time and material basis;
- h) to replace CRCs that have been refilled, are used up, abused, misused, or tampered with in any way.

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For the software warranty please see the end user license agreement included with the software.

In certain geographies this product is warranted by Fuji Xerox. This statement of warranty does not apply in Japan – please refer to the warranty statement provided in the Japanese user manual for products purchased in Japan.

If you are an Australian consumer, you should be aware that the Trade Practices Act 1974 and equivalent State and Territory legislation (collectively "the Acts") contain special provisions designed to protect Australian consumers. Nothing in any Fuji Xerox warranty material excludes or limits the application of any provision of any of the Acts, where to do so would contravene the Acts or cause any part of this warranty to be void. In this warranty material, an implied condition or warranty, the exclusion of which from a contract with a "Consumer " (as defined in the Acts) would contravene any provision of the Acts or cause any part or all of this warranty to be void, is called a "Non-excludable Condition". To the full extent permitted by law, Fuji Xerox' sole and total liability to the customer for a breach of any Non-excludable Condition (including for any consequential loss suffered by the customer) is limited, except as otherwise stated herein, to (at Fuji Xerox' option) replacing or repairing the goods, or resupplying, or paying the cost of the resupply of, the services, in respect of which the breach occurred. Subject to the above, all conditions and warranties which would or might otherwise be implied in a Consumer contract, whether by operation of statute, inference from circumstances, industry practice or otherwise, are excluded.

User safety summary

Your printer and the recommended consumable supplies have been designed and tested to meet strict safety requirements. Attention to the following notes will ensure the continued safe operation of your printer.

Electrical Safety

- Use the power cord supplied with your printer.
- Do not use a ground adapter plug to connect the printer to a power source receptacle that lacks a ground connection terminal.
- Plug the power cord directly into a properly grounded electrical outlet. Do not use an extension cord. If you do not know whether an outlet is grounded, ask an electrician to check the outlet.

Warning

Avoid the potential of severe electrical shock by ensuring the printer is properly grounded.

- Do not place the printer where people may step on the power cord.
- Do not place objects on the power cord.
- Do not obstruct the ventilation openings. These openings are provided to prevent overheating of the printer.

Warning

Do not push objects into slots and openings on the printer. Making a contact with a voltage point or shorting out a part could result in fire or electrical shock.

- If you notice unusual noises or odors, switch off the printer power immediately. Disconnect the power cord from the electrical outlet. Call an authorized service representative to correct the problem.
- The power cord is attached to the printer as a plug-in device at the back of the printer. In the event it is necessary to remove all electrical power from the printer, disconnect the power cord from the power receptacle.

- If any of the following conditions occur, switch off the printer power immediately, disconnect the power cord, and call an authorized service representative.
 - The power cord is damaged or frayed.
 - Liquid is spilled into the printer.
 - The printer is exposed to water.
 - Any part of the printer is damaged.

Maintenance Safety

- Do not attempt any maintenance procedure that is not specifically described in the documentation supplied with your printer.
- Do not use aerosol cleaners. The use of supplies that are not approved may cause poor performance and could create a dangerous condition.
- Do not remove the covers or guards that are fastened with screws unless you are installing optional equipment and are specifically instructed to do so. Power should be OFF when performing these installations. Except for user installable options, there are no parts that you can maintain or service behind these covers.

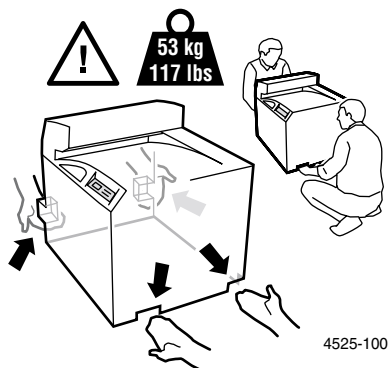
Operational Safety

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

Your attention to the following safety guidelines will help to ensure the continued safe operation of your printer.

- Use the material and supplies specifically designed for your printer. The use of unsuitable materials may result in poor performance and possibly a hazardous situation.
- Follow all warnings and instructions marked on, or supplied with, the printer, options and supplies.
- Place the printer in a dust free, well ventilated area where the temperature range is 5 degrees C to 35 degrees C (41 degrees F to 95 degrees F) and the relative humidity is 15 percent to 85 percent.
- Place the printer in an area where there is adequate space for ventilation, operation and servicing. The recommended minimal spacing is 92.5 cm (36.5 in.) in front of and above the printer, 20.3 cm (8 in.) behind the printer, and 30.5 cm (12.0 in.) on each side of the printer. Do not block or cover the slots and openings on the printer. Without adequate ventilation, the printer may overheat.
- For optimum performance, use the printer at elevations below 2,500 meters (8,200 ft.). Use at elevations above 2,500 meters (8,200 ft.) exceeds operability limits.
- Do not place the printer near a heat source.
- Do not place the printer in direct sunlight.
- Do not place the printer in line with the cold air flow from an air conditioning system.
- Place the printer on a level, solid surface with adequate strength for the weight of the machine. The base printer weight without any packaging materials is 53 kg (117 lbs.).

- The printer is heavy, and must be lifted by two people. The illustration below shows the proper technique for lifting the printer.



- Exercise care in moving or relocating the printer, it is back-heavy and could tip backward. Follow the recommended procedure when moving the printer from one location to another. Refer to the *DocuPrint N4525 Installation poster*.
- Do not place any liquids on the printer.

Warning

Be careful when working in areas inside the printer identified with a warning symbol. These areas may be very hot and could cause personal injury.

- Wait 10-15 seconds between switching the printer off and on.
- Keep hands, hair, neckties, etc., away from the exit and feed rollers.

While printing, do not remove:

- The media source tray that you have selected in the driver or front panel.
- Do not switch off the printer power while printing.



- Do not move the printer while printing.

Symbols that may be marked on your product:

DANGER high voltage:



4525-101

Protective ground (earth) terminal:



4525-102

Hot surface on or in the printer. Use caution to avoid personal injury:



4525-103



4525-104



4525-105

Use caution. Refer to the manual(s) for information:



4525-106

Warning

If the product loses the ground connection, usage of knobs and controls (and other conductive parts) can cause an electrical shock. Electrical product may be hazardous if misused.

Warning

For your protection, do not defeat any interlocks.

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Parts of Your Printer

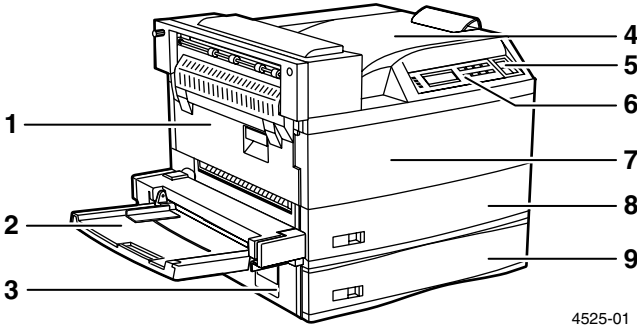
The base printer contains the following major components:

Front view

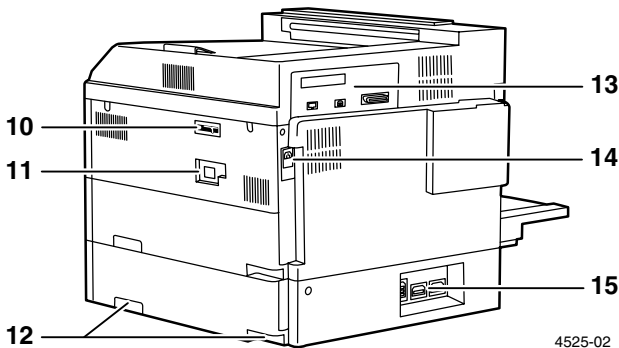
- 1 Door A
- 2 Multi-sheet Bypass Feeder
- 3 Door B
- 4 Face-down output bin
- 5 Power switch
- 6 Control panel
- 7 Front cover
- 8 Tray 1
- 9 Tray 2

Rear view

- 10 Ground-Fault-Interrupt switch
- 11 Finisher power connection
- 12 Hand grips
- 13 Controller board with host/
network interface ports
- 14 Power cord receptacle
- 15 Connectors for optional
2,500-Sheet Feeder, Finisher,
and Duplex Module



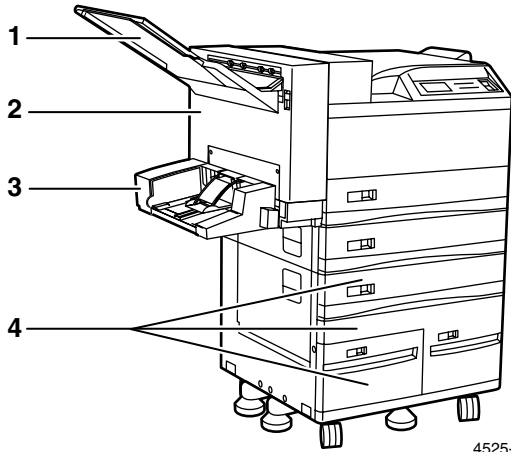
4525-01



4525-02

Console configuration with options:

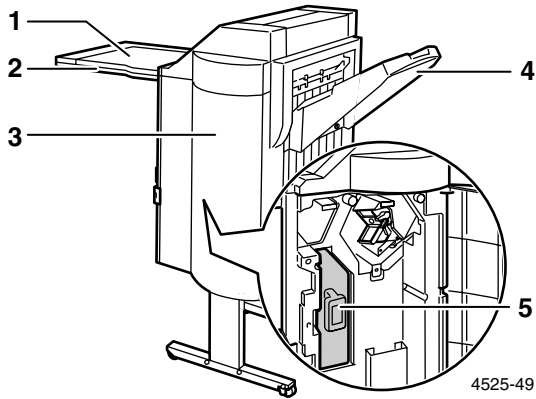
- 1 Face-up output bin
- 2 Duplex Module
- 3 Envelope Feeder
- 4 2,500-Sheet Feeder (with Trays 3, 4, and 5)



4525-03

Optional Finisher components (stapler/hole puncher):

- 1 Transport cover
- 2 Paper transport
- 3 Finisher access door
- 4 Finisher output bin
- 5 Punch bin



4525-49

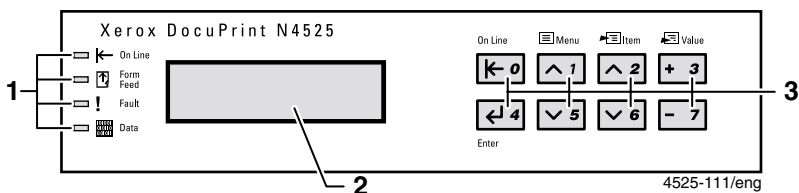
Control panel

The Xerox DocuPrint N4525 control panel:

- Displays printer status and job in process.
- Provides the means to change printer settings.
- Allows you to print reports (such as the configuration report, which lists the printer's current settings).

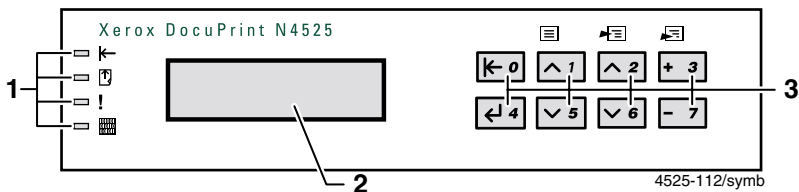
As shown in the following figure, your printer's control panel has either icons and text, or icons only.

Control Panel with Icons and Text



1. Four indicator lights
2. A two-line display screen (16 characters per line)
3. Eight control panel keys

Control Panel with Icons



Display screen

The control panel's display screen:

- Provides access to a hierarchy of menus to configure and control the printer. Access the menus by pressing the **Menu** keys (labeled **1** or **5**). For more information on the menu structure, refer to the *Advanced Features and Troubleshooting Manual*.
- Displays information about the status of the printer (or the job in process):

Examples:

- The printer is online and ready to accept print jobs:

Ready

- The printer is processing data:

Processing...

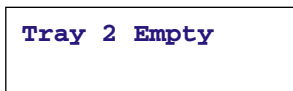
- The printer is waiting for more data:

Waiting...

- The printer is low on a supply (in this case, the toner is low and needs to be replaced soon):

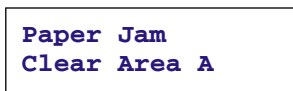
Toner Low

- A tray is empty (in this case, Tray 2 is empty and no longer being used to print):



Tray 2 Empty

- There is a problem (in this case, a paper jam in area A):



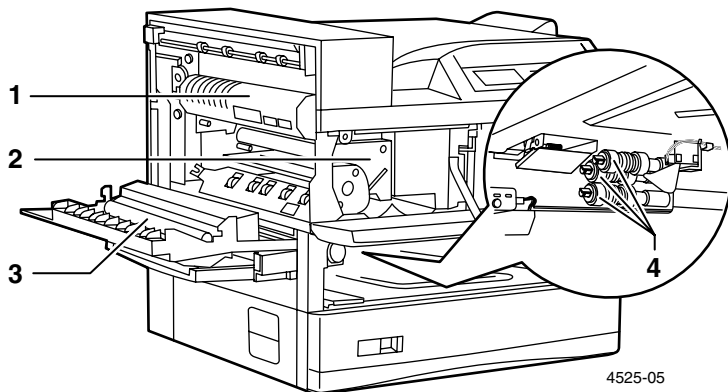
Paper Jam
Clear Area A

For information on using the menus, refer to the *Advanced Features and Troubleshooting Manual* on your printer's CD-ROM.

Xerox supplies and accessories

The following are the printer's Customer-Replaceable Consumables (CRCs):

- 1 Fuser
- 2 Laser Print Cartridge
- 3 Bias Transfer Roll (BTR)
- 4 Feed Rolls



Your printer displays messages on the control panel when user intervention is required. Attention messages do not result in printer shutdown, but warn of an action that should be taken to avert a shutdown.

An empty Laser Print Cartridge or expended maintenance item may degrade or prevent printing.

- Keep consumables and maintenance items in supply.
- Add or replace when prompted by the printer.

To order supplies and accessories, contact your local dealer, or visit the Xerox web site: **www.xerox.com**

Customer-Replaceable Consumables

Item	Average Life	Part Number
Laser Print Cartridge	30,000 prints*	113R00195
Staple Cartridge Refills	3 cartridges 5,000 staples per cartridge	108R00158
Maintenance Kit	300,000 prints	109R00048 for 110 V (60 Hz) 109R00049 for 220 V (50 Hz)
<ul style="list-style-type: none"> ■ Contains: a Fuser Cartridge, Bias Transfer Roll, 15 Feed Rolls (three for each paper input tray), gloves, cleaning cloth, and instructions 		

* Average life of Laser Print Cartridge based on page coverage of 5% Letter or A4 paper. The printer displays a message on the control panel when the toner is low and when you need to replace the Laser Print Cartridge.

Xerox professional printing paper

Item	Size	Description	Part Number
Xerox 4024 DP	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R721
Xerox 4024 DP	Legal 8.5 x 14 in.	20 lbs. (75 g/m ²)	3R727
Xerox 4024 DP	Statement 5.5 x 8.5 in.	20 lbs. (75 g/m ²)	3R2072
Rank Xerox Business	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R91820
Rank Xerox Business	A3 297 x 420 mm	80 g/m ²	3R91821
Rank Xerox Printer	A5 148.5 x 210 mm	80 g/m ²	3R91832
Xerox Image Series Smooth	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R54
Xerox Image Series Smooth	Legal 8.5 x 14 in.	20 lbs. (75 g/m ²)	3R83
Rank Xerox	Legal 215 x 356 mm	80 g/m ²	3R91741
LaserPrint 80	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R91922
Xerox Recycled	Letter (U. S.) 8.5 x 11 in.	20 lbs. (75 g/m ²)	3R6296
Steinbeis Recycled	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R91165
80 DP Planet Plus	A4 (Metric Letter) 210 x 297 mm	80 g/m ²	3R90652

Xerox transparency film

Item	Size	Part Number
Xerox Clear	Letter (U. S.) 8.5 x 11 in.	3R2780
Rank Xerox Clear	A4 (Metric Letter) 210 x 297 mm	3R96002

Xerox labels

Size	Description	Part Number
Letter (U. S.) 8.5 x 11 in.	30 labels per sheet	3R4469
Letter (U. S.) 8.5 x 11 in.	24 labels per sheet	3R4471
A4 (Metric Letter) 210 x 297 mm	24 labels per sheet	3R97406

Options

Option and Features	Part Number
Custom Paper Tray <ul style="list-style-type: none"> ■ Handles continuously variable paper sizes; see page 13 for details ■ Holds up to 500 sheets of 80 g/m² (20 lbs.) stock 	097K40910
2,500-Sheet Feeder <ul style="list-style-type: none"> ■ Three additional trays ■ Increased paper-printing capacity ■ Increased printing versatility and convenience 	097K38920
Envelope Feeder <ul style="list-style-type: none"> ■ Holds 100 standard-weight envelopes 	097K42050
Duplex Module <ul style="list-style-type: none"> ■ <i>Automatic</i> duplex capability 	097K38930
Face-up Bin <ul style="list-style-type: none"> ■ Holds up to 200 sheets ■ Provides face-up output stacking 	097K42620

Options (cont'd.)

Option and Features	Part Number
Finisher with stapler (without hole puncher) <ul style="list-style-type: none"> ■ Increased paper-output capacity ■ Holds up to 3,000 sheets of 80 g/m² (20 lbs.) stock (Letter, A4 paper) ■ Stapling capability 	097K41850
Finisher with stapler and hole puncher <ul style="list-style-type: none"> ■ Increased paper-output capacity ■ Holds up to 3,000 sheets of 80 g/m² (20 lbs.) stock (Letter, A4 paper) ■ Stapling capability ■ Hole-punching capability 	450S02180 3 hole positions 450S02181 4 hole positions
Hard disk drive <ul style="list-style-type: none"> ■ 5+ Gbyte hard drive ■ Store resources, fonts, forms, and macros; enables uninterrupted large-job collation 	097S02364
Memory upgrades <ul style="list-style-type: none"> ■ Improved system performance ■ Improved processing of complex jobs 	097S02356 (16-Mbyte DIMM) 097S02357 (32-Mbyte DIMM) 097S02358 (64-Mbyte DIMM)
8-Mbyte Flash DIMM <ul style="list-style-type: none"> ■ Non-volatile memory for downloading and storing fonts, forms, and macros 	097S02360
Token Ring interface card <ul style="list-style-type: none"> ■ Enables Token Ring connectivity 	097S02363
Ethernet 10Base2 interface card <ul style="list-style-type: none"> ■ Enables Ethernet 10Base2 connectivity 	097S02362
RS232-C serial interface card <ul style="list-style-type: none"> ■ Enables Serial connectivity 	097S02361

Print Media

Storing paper

- Store the paper on a flat surface, in a relatively low-humidity environment.
- Avoid storing paper in such a way as to cause wrinkling, bending, curling, etc.
- Do not unwrap paper until you are ready to use it, and rewrap any paper you are not using.
- Do not expose paper to direct sunlight or high humidity.

Paper weights

Acceptable Weight	Input Source
64-105 g/m ² (17-28 lbs.)	Trays 1, 5
64-200 g/m ² (17-53 lbs.)	Trays 2, 3, 4
64-200 g/m ² (17-53 lbs.)	Multi-sheet Bypass Feeder
64-105 g/m ² (17-28 lbs.)	Duplex Module
64-105 g/m ² (17-28 lbs.)	Finisher

Capacities of input sources

Input Source	Capacity
Trays 1, 2	500/tray*
Tray 3 (part of the optional 2,500-Sheet Feeder)	500*
Trays 4, 5 (part of the optional 2,500-Sheet Feeder)	1000/tray*
Custom Paper Tray (optional)	500*
Multi-sheet Bypass Feeder	50*
Envelope Feeder (optional)	100 Envelopes

* Maximum capacity using 80 g/m² (20 lbs.) stock. Do not load paper above the indicated mark located on the back or side of the tray.

Supported media and media sizes

Print Media

Media	Media Size	Tray 1	Tray 2 Tray 3	Tray 4 Tray 5	Custom Paper Tray	Multi- sheet Bypass Feeder	Envelope Feeder
A3 ⁽²⁾	297 x 420 mm	•	•		•	•	
A4 ⁽¹⁾	210 x 297 mm	•	•	•	•	•	
A5 ⁽¹⁾	148 x 210 mm	•			(6)	•	
A6 ⁽¹⁾	105 x 148 mm					•	
Statement ⁽¹⁾	5.5 x 8.5 in.	•			(6)	•	
B5-JIS ⁽¹⁾	182 x 257 mm	•	•	•	•	•	
B4-JIS ⁽²⁾	257 x 364 mm	•	•		•	•	
Executive ⁽¹⁾	7.25 x 10.5 in.	•	•	•	•	•	
Letter ⁽¹⁾	8.5 x 11 in.	•	•	•	•	•	
Folio ⁽²⁾	8.5 x 13 in.	•	•		•	•	
Legal ⁽²⁾	8.5 x 14 in.	•	•		•	•	
Ledger ⁽²⁾	11 x 17 in.	•	•		•	•	
Envelopes							
COM-10 ^{(1) (4)}	4.1 x 9.5 in.					•	•
Monarch ^{(1) (4)}	3.8 x 7.5 in.					•	•
DL ^{(1) (4)}	110 x 220 mm					•	•
C5 ^{(1) (4)}	162 x 229 mm					•	•
Transparencies							
A4 ^{(1) (4)}	210 x 297 mm	•	•		•	•	
Letter ^{(1) (4)}	8.5 x 11 in.	•	•		•	•	
Labels							
A4 ^{(1) (4)}	210 x 297 mm		•	(5)	•	•	
Letter ^{(1) (4)}	8.5 x 11 in.		•	(5)	•	•	
Custom Sizes⁽³⁾					•	•	

⁽¹⁾ Use long-edge feed.

⁽²⁾ Use short-edge feed.

⁽³⁾ Custom Sizes — see the following page for the range of acceptable sizes.

⁽⁴⁾ Envelopes, transparencies, labels, and custom sizes cannot be printed in duplex mode.

⁽⁵⁾ Tray 4 only

⁽⁶⁾ Not available if Custom Paper Tray is used in Tray 2 or 3 position.

Custom paper sizes

Acceptable sizes	Custom paper tray	Multi-sheet Bypass Feeder
Width	181 - 298.5 mm (7.13 - 11.75 in.)	76.2 - 297 mm (3 - 11.69 in.)
Length	up to 431.8 mm (up to 17 in.)	98.4 - 431.8 mm (3.875 - 17 in.)
Tray 1	148 mm (5.83 in.) minimum	
Trays 2 & 3	182 mm (7.16 in.) minimum	

Unacceptable media

The following media are unacceptable for use in the printer. Their use may cause high rates of jamming and other paper-handling problems:

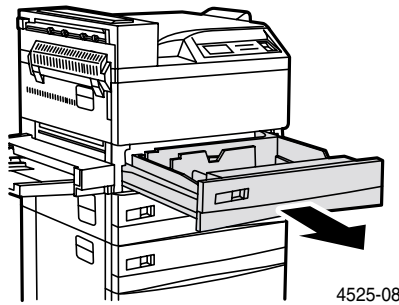
- Excessively thick or thin paper
- Heavily textured paper
- Paper that has already been printed on (pre-printed letterhead is allowed)
- Wrinkled, torn, or bent paper
- Moist or wet paper
- Curled paper
- Paper with an electrostatic charge
- Glued paper
- Paper with special coating
- Paper unable to withstand a temperature of 150 degrees C (302 degrees F)
- Thermal paper
- Carbon paper
- Universal transparencies
- Paper with paper fasteners, ribbons, staples, tape, etc. attached
- Label stock with exposed backing sheet

Loading Media

Loading media in Tray 1, 2, or 3 or the Custom Paper Tray

You can load many sizes of media in trays 1, 2, and 3 and the Custom Paper Tray. (Tray 3 is part of the optional 2,500-Sheet Feeder. The optional Custom Paper Tray replaces Tray 1, Tray 2, or Tray 3.) Refer to page 12 for the sizes that you can load in each tray.

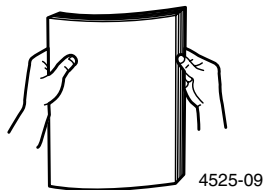
1. Pull out the tray until it stops. (Tray 1 is shown.)



Note

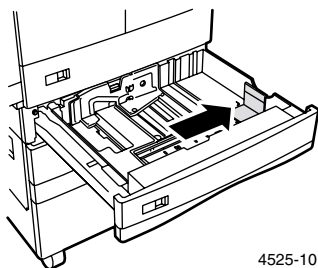
If you must remove a paper tray (such as to replace it with the Custom Paper Tray), place the tray on a flat, solid surface. If you place the tray on a rug, the springs and wires on the underside of the tray may catch and break, which disables the tray-size sensing.

2. Prepare a stack of paper, making sure that the tops of the sheets are aligned.



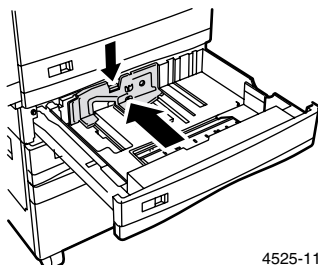
3. If you are loading paper of the same size in all trays, skip to Step 5.

If you are loading a different size paper, gently lift the metal paper guide and slide it out all the way until it stops.



4525-10

4. Press down the gray handle and slide the back guide toward the back of the printer until it stops.

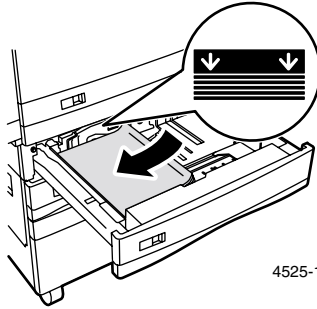


4525-11

5. Place the paper in the left side of the tray between the guides using the correct orientation (shown in Steps 5a or 5b).

Note

Do not stack paper above the indicated mark.

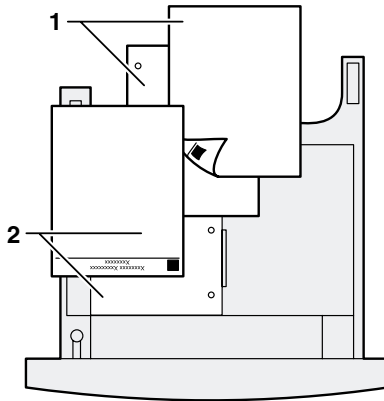


4525-12

- a. Use long-edge feed (long edge on the left leading into the printer) for Letter, Statement (tray 1), Executive, A4, A5 (tray 1), and B5-JIS paper.

Top view of tray:

1. Duplex printing, 2. Simplex printing

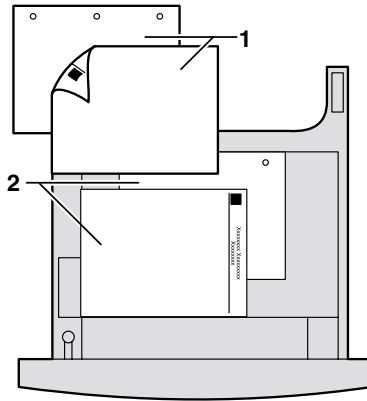


4525-13

- b. Use short-edge feed (short edge on the left leading into the printer) for Legal, Folio, Ledger, A3, and B4-JIS paper.

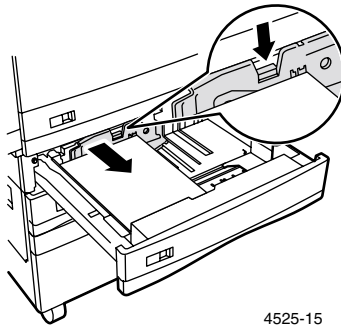
Top view of tray:

- 1. Duplex printing, 2. Simplex printing



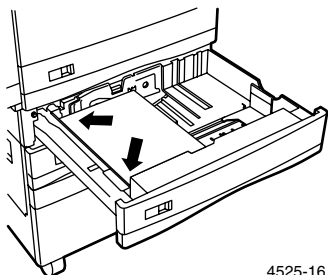
4525-14

- 6. If you moved the back guide in Step 4, press down the gray handle and slide the back guide forward to touch the paper.



4525-15

- Align the edges of the paper stack along the left side of the tray.

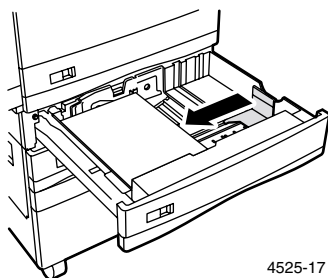


4525-16

Note

Don't load paper in the right side of the tray. The printer can only access paper from the left side of the tray.

- If you moved the paper guide in Step 3, gently lift the guide, slide it until it touches the paper, and then release it so that it locks firmly.



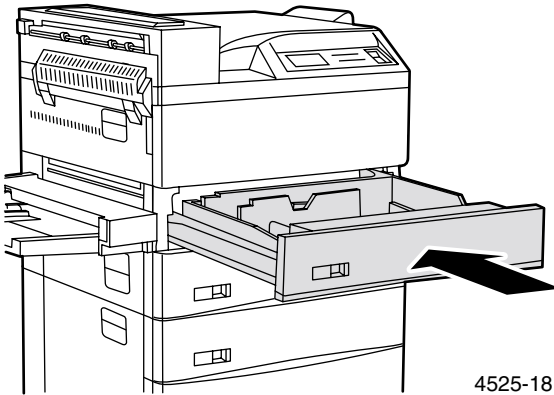
4525-17

Note

Make sure that the paper guide is locked firmly in the guide hole on the bottom of the tray, and that both the back and side guides are set correctly for the size of paper you are using.

- If you changed the paper size, insert the correct paper size label in the paper size slot on the front of the tray.

10. Push the tray all the way back into the printer until it latches.



11. If you changed the type of paper in the tray, use the control panel to specify the paper type:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Tray 1 Type**, **Tray 2 Type**, or **Tray 3 Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.
12. If you are using the Custom Paper Tray:
 - a. Specify the type of paper in the Custom Paper Tray. In the **Tray Menu**, set the **Custom Tray Type** menu item to the media type and set the **Custom Size** menu item to the standard size to be used by PCL or PostScript to format the output image on the page. (In most cases, this will be the next larger standard paper size from the custom size being used.)
 - b. In your application, format the page (including setting the margins) to ensure that the image is properly positioned on the paper based on the standard size (that you defined in the Tray menu).

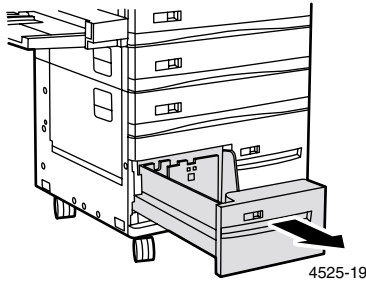
Note

PCL and PostScript only format their output images to defined paper sizes.

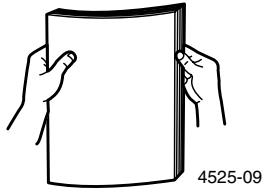
Loading paper in Tray 4 or 5

You can load Letter, Executive, A4, and B5-JIS paper in trays 4 and 5. (Trays 4 and 5 are part of the optional 2,500-Sheet Feeder.)

1. Pull out the tray until it stops. (Tray 4 is shown.)



2. Prepare a stack of paper, making sure that the tops of the sheets are aligned.

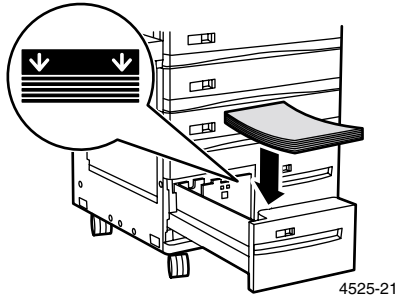


3. Press in the gray lever and slide back the paper guide.

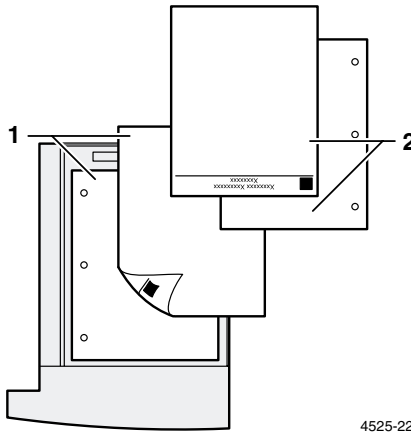
- Place paper in the tray against the left side using the correct orientation for the tray (shown in Steps 4a or 4b).

Note

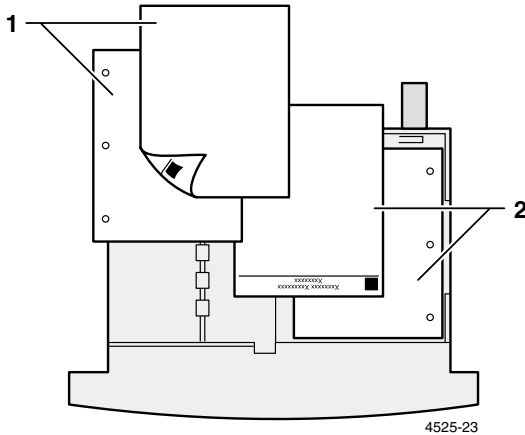
Do not stack paper above the indicated mark (on the back paper guide).



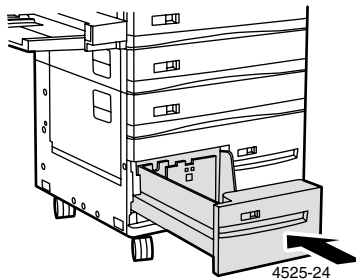
- Top view of Tray 4:
1. Duplex printing, 2. Simplex printing



- b. Top view of Tray 5:
1. Duplex printing, 2. Simplex printing



5. Press in the gray lever and slide the paper guide forward to touch the paper. When you release the lever, it locks in the new position.
6. Push the tray back in.



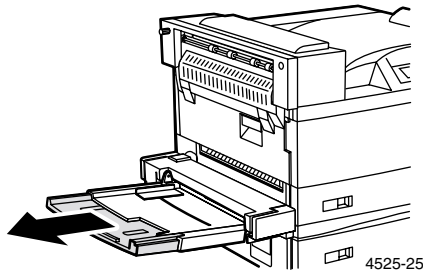
7. If you changed the type of paper in the tray, use the control panel to specify the paper type:
 - a. Press the **Menu** keys (labeled 1 or 5) to scroll to the **Tray Menu**.
 - b. Press the **Item** keys (labeled 2 or 6) to scroll to **Tray 4 Type** or **Tray 5 Type**.

- c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
- d. Press the **Enter** key (labeled **4**).
- e. Press the **On Line** key (labeled **0**) to exit the menus.

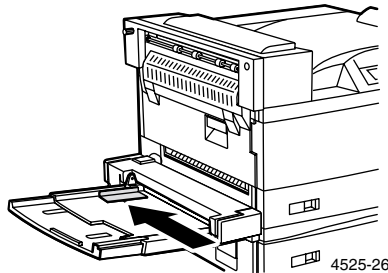
Loading paper in the Multi-sheet Bypass Feeder

You can load many sizes of paper (listed on page 12) in the Multi-sheet Bypass Feeder.

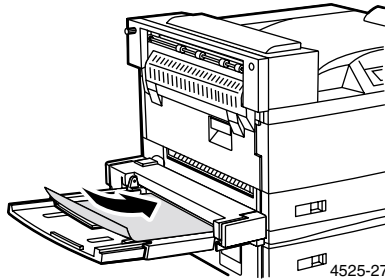
1. If necessary, pull out the extension tray to fit the length of paper to be used.



2. Move the green paper guide all the way to the left.



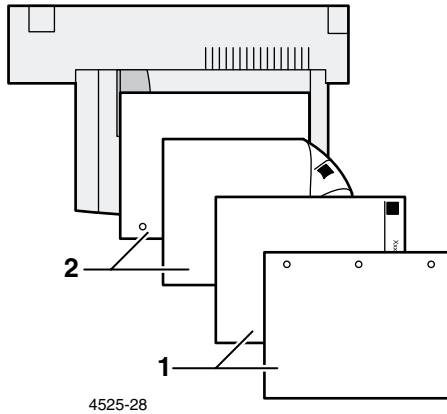
3. Place the paper along the right side of the Multi-sheet Bypass Feeder, using the correct orientation (shown in Steps 3a, 3b, 3c, or 3d).



- a. Use long-edge feed (long edge leading into the printer) for Letter, Statement, Executive, A4, A5, and B5-JIS paper.

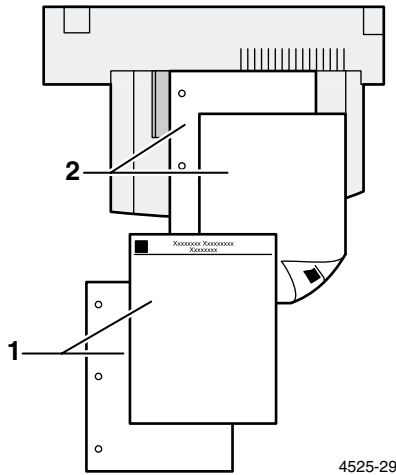
Top view of Multi-sheet Bypass Feeder — long-edge feed:

1. Duplex printing, 2. Simplex printing

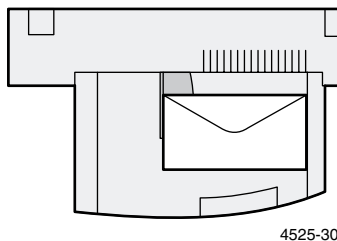


- b. Use short-edge feed (short edge leading into the printer) for Legal, Folio, Ledger, A3, A6, and B4-JIS paper.

Top view of Multi-sheet Bypass Feeder — short-edge feed:
1. Duplex printing, 2. Simplex printing



- c. Top view of Multi-sheet Bypass Feeder — Envelopes:
Com-10, DL, C5, or Monarch envelope

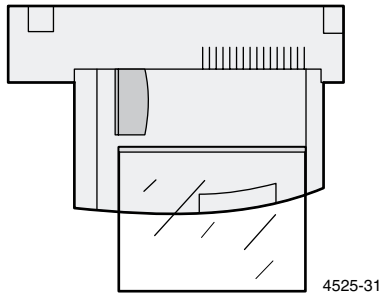


Note

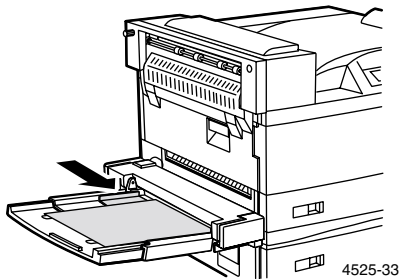
Some PostScript applications require that the envelopes be loaded with the return address corner on the right side of the stack and leading as the envelopes go into the printer. Test your application for proper orientation.

d. Top view of Multi-sheet Bypass Feeder — Transparency:

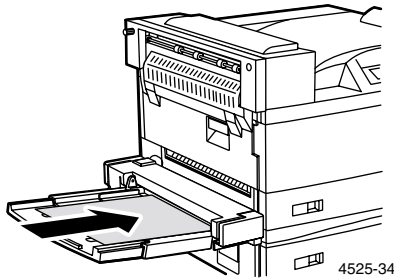
The stripe must be on the leading edge of the transparency. The rough side of the transparency is up and smooth side is down.



4. Gently push the paper guide to the right until it touches the paper stack (to ensure contact with the paper sensor).



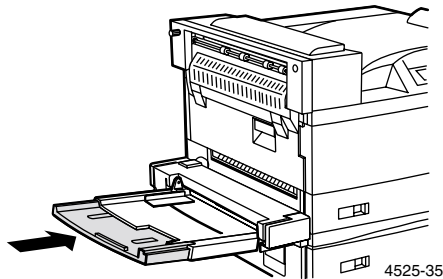
5. Push the paper into the printer until it stops.



6. If you changed the type or size of paper in the Multi-sheet Bypass Feeder, use the control panel to specify the paper type and/or size:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. If you changed the type of media, press the **Item** keys (labeled **2** or **6**) to scroll to **MBF Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct paper type (plain, preprinted, letterhead, etc.).
 - d. Press the **Enter** key (labeled **4**).
 - e. If you changed the size of the media, press the **Item** keys to scroll to **MBF Size**.
 - f. Press the **Value** keys to scroll to the correct paper size (letter, A4, etc.).
 - g. Press the **Enter** key.
 - h. Press the **On Line** key (labeled **0**) to exit the menus.

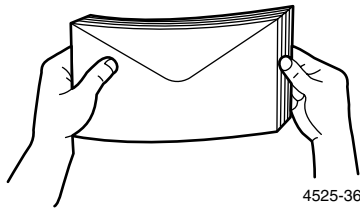
Note

When you finish printing from the Multi-sheet Bypass Feeder, remove any remaining paper from the tray and push back the extension tray (if necessary). Paper will be fed from the Multi-sheet Bypass Feeder if it is in the tray sequence.

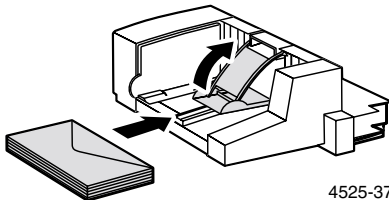


Loading the Envelope Feeder

1. Prepare a stack of envelopes, making sure that all flaps are closed and the envelopes are not stuck together.



2. Hold up the envelope stopper as you insert the stack of envelopes with the flap side up and the long edges leading into the printer.



3. Slide the side guide so that it touches the edges of the envelope stack lightly.

Note

To avoid paper jams, do not stack envelopes above the indicated mark. Also, do not attempt to add envelopes while printing from the Envelope Feeder.

4. If you changed the type or size of envelopes in the Envelope Feeder, use the control panel to specify the envelope size:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Tray Menu**.
 - b. If you changed the type of envelopes, press the **Item** keys (labeled **2** or **6**) to scroll to **Envelope Type**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the correct envelope type (plain, or preprinted).
 - d. Press the **Enter** key (labeled **4**).
 - e. If you changed the size of the envelopes, press the **Item** keys to scroll to **Envelope Size**.
 - f. Press the **Value** keys to scroll to the correct envelope size (Com10, DL, C5, or Monarch).
 - g. Press the **Enter** key.
 - h. Press the **On Line** key (labeled **0**) to exit the menus.

Output

The printer is shipped with a Face-down Bin that holds up to 500 sheets of 80 g/m² (20 lbs.). (If the optional Finisher is installed, the Face-down Bin can only hold up to 300 sheets.)

There are also two optional output destinations:

- A Face-up Bin that holds up to 200 sheets of 80 g/m² (20 lbs.).
- A Finisher (with stapler and optional hole puncher) that holds up to 3,000 unstapled sheets of 80 g/m² (20 lbs.) of Letter, A4 paper.

The Face-down Bin and the Finisher output bin can offset print jobs, if set on the printer's System menu. For more information, refer to the *Advanced Features and Troubleshooting Manual* on your printer's CD-ROM.

When printing a job, you can use the print driver to specify the output destination. If your printer has a Finisher, you can also select stapling and/or hole punching (if the Finisher has hole punching capability). Envelopes, transparencies, and labels should not be sent to the Finisher.

Note

The Finisher cannot handle paper over 105 g/m² (28 lbs.). If custom paper is sent to the Finisher, it cannot be stapled, hole-punched, or offset.

Using the stapler

The optional Finisher can staple sets of up to 50 sheets. As pages in a set are printed, they are kept in a compiler bin; once the set of paper is stapled, it is delivered face-down to the Finisher output bin.

The Finisher cannot compile and staple mixed paper sizes **within the same job**. If the job is only one page or the job exceeds 50 pages, it is not stapled. If the staple cartridge is empty, the printer continues printing (without stapling the sets) and the control panel displays **Install Staple Cartridge**. If the Finisher output bin is full and the printer diverts the output to the Face-down Bin, the sets are not stapled.

For the Windows 95/Windows 98 operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.

Note

If the **Status** tab appears black, you are running in Auto Configure mode. If the **Status** tab appears gray, you must configure the printer (on the **System Configuration** tab) to include the Finisher.

4. Select the **Paper/Output** tab.
5. From the **Destination** drop-down list, select **Finisher**.
6. Select the **Document Options** tab.
7. Select a **Staple Option**:
 - **No Staple**
 - **Position 1**
 - **Position 2**
 - **Dual**

Refer to the diagrams on page 34 for the stapling locations, depending on the orientation you choose.

8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. When the **Print** dialog box opens, click **Properties**.
4. Click the **Advanced** button.
5. Under **Printer Features**, select **Finisher** from **Output Bin**.
6. Select a **Staple Option** from the drop-down list:
 - **None**
 - **Front**
 - **Rear**
 - **Dual**
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.

Note

If the **Status** tab appears black, you are running in Auto Configure mode. If the **Status** tab appears gray, you must configure the printer (on the **System Configuration** tab) to include the Finisher.

4. Select the **Page Setup** tab.
5. Select the **Advanced** tab.
6. Under **Printer Features**, select **Staple**.
7. At the bottom of the dialog box, select a staple option:
 - **No Staple**
 - **Position 1**

- **Position 2**
- **Dual**

Refer to the diagrams on page 34 for the stapling locations, depending on the orientation you choose.

8. Click the **OK** button to save the properties.
9. Send the job to the printer.

At the printer:









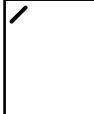

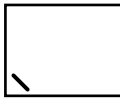


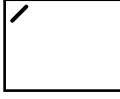
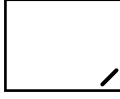


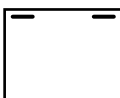

If your printer driver doesn't include stapling, you can select stapling from the printer's control panel. However, all jobs sent to the printer are then stapled.

Note

The driver setting always overrides the control panel setting.

1. On the Xerox DocuPrint N4525 control panel, select stapling:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **System Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Staple Mode**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to the desired default stapling position — Position 1, Position 2, or Dual.
 - d. Press the **Enter** key (labeled **4**).
 - e. Exit the menus by pressing the **On Line** key (labeled **0**).

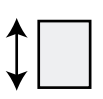
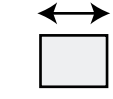
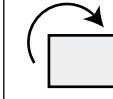

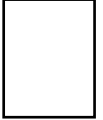
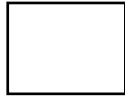
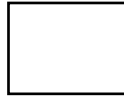

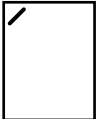
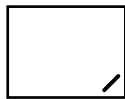
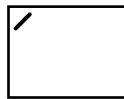

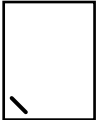



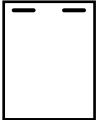
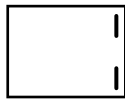
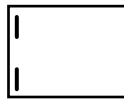
Stapling positions for Letter, A4, B5-JIS, and Executive Paper

			
0 			
1 			
2 			
3 			

4525-116

0. No Staple
1. Position 1
2. Position 2
3. Dual

















Stapling positions for A3 and Ledger Paper

			
0 			
1 			
2 			
3 			

4525-117

- 0. No Staple
- 1. Position 1
- 2. Position 2
- 3. Dual

Stapling positions for Legal, B4-JIS, and Folio Paper

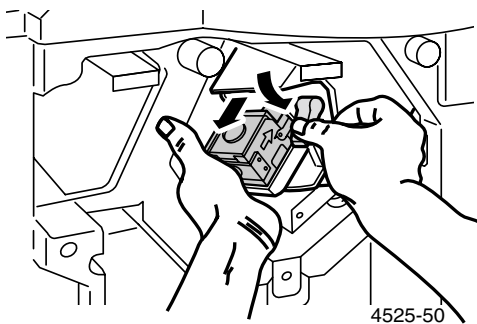
	 	 
0 		
1 		
2 		
3 		

4525-118

- 0. No Staple
- 1. Position 1
- 2. Position 2
- 3. Dual

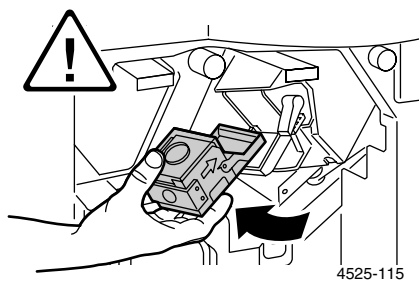
Adding staples

1. Open the access door on the front of the Finisher.
(Staple replacement and jam-clearance diagrams are also displayed on the panel behind the access door.)
2. With your right hand, push down on the lever to release the cartridge. With your left hand, lift the cartridge out of the slide.

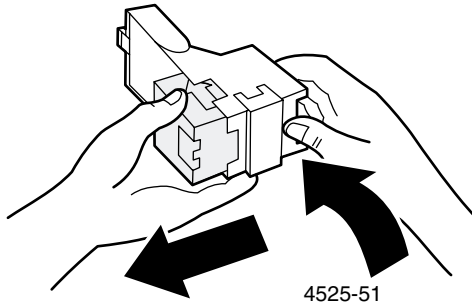


Caution

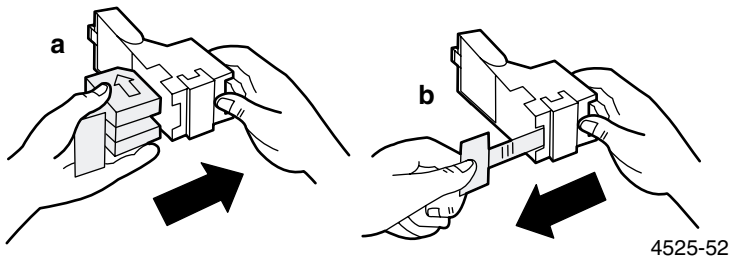
You must have your hand underneath to avoid staples from dropping out.



3. Remove the empty cardboard from the staple cartridge by pressing the clear plastic tab on the top rear of the cartridge.



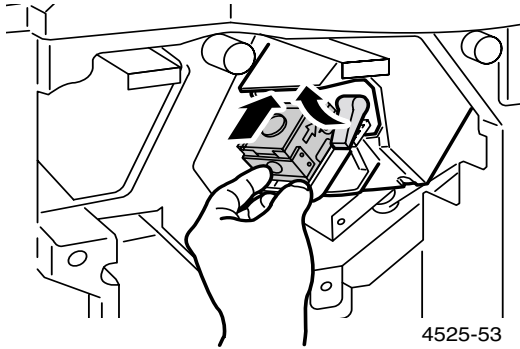
4. Slide a new set of staples into the cartridge (a) and pull the tab to release the packaging (b).



5. Place the cartridge on the slide and push it gently into the Finisher until the lever lifts up.

Caution

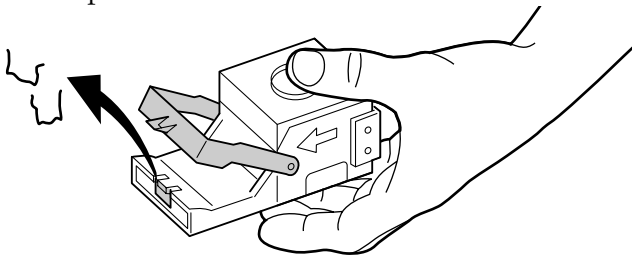
To avoid damage, do not push too hard as the stapler head may be pushed into the Finisher.



6. Close the access door. Stapling can now continue.

Clearing staple jams

1. Follow Steps 1 and 2 on page 37 to remove the staple cartridge from the Finisher.
2. Lift the metal hinged section of the staple cartridge and remove any bent staples.

**Caution**

You must have your hand underneath to avoid staples from dropping out.

3. Follow Steps 5 and 6 on page 38 to replace the staple cartridge in the Finisher.

Using the hole puncher

The optional Finisher can be ordered with a 3-hole or 4-hole punching feature. Each piece of paper is punched individually. You can select stapling, hole punching, or both.

For the Windows 95/Windows 98 operating system:

1. Be sure that the margins are large enough that the holes are not punched in the text or graphics.
2. In your application, select **File** and then **Print**.
3. Select the Xerox N4525 printer driver.
4. Open the **Properties** dialog box.

Note

If the **Status** tab appears black, you are running in Auto Configure mode. If the **Status** tab appears gray, you must configure the printer (on the **System Configuration** tab) to include the Finisher.

5. Select the **Paper/Output** tab.
6. Select the **Document Options** tab.
7. Select **Hole Punch**.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Click the **Advanced** button.

5. Under **Printer Features**, select **Finisher** as the output device and select **Hole Punch**.
6. At the bottom of the dialog box, select **Enabled**.
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.

Note

If the **Status** tab appears black, you are running in Auto Configure mode. If the **Status** tab appears gray, you must configure the printer (on the **System Configuration** tab) to include the Finisher.

4. Select the **Advanced** tab.
5. Under **Printer Features**, select **Hole Punching**.
6. At the bottom of the dialog box, select **Enabled**.
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

At the printer:

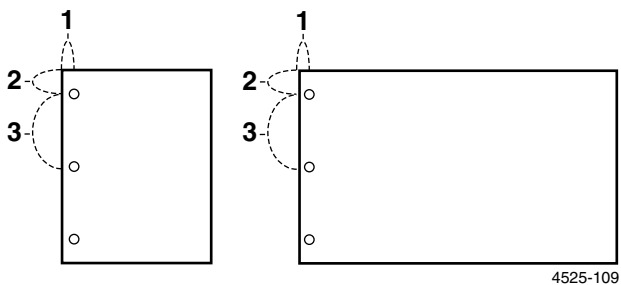
If your printer driver doesn't include hole punching, you can select it on the printer's control panel. However, all jobs sent to the printer are then punched unless they are sent using a printer driver that specifically says not to punch holes in the job. (The driver setting always overrides the control panel setting.)

1. On the Xerox DocuPrint N4525 control panel, select hole punching:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **System Menu**.

- b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Hole Punch**.
- c. Press the **Value** keys (labeled **3** or **7**) to select **On** or **Off**.
- d. Press the **Enter** key (labeled **4**).
- e. Exit the menus by pressing the **On Line** key (labeled **0**).

3-hole punch dimensions

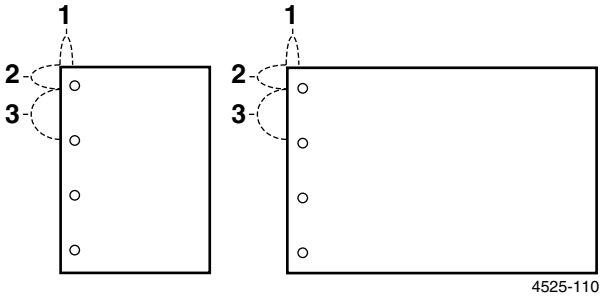
The following 3-hole punch dimensions are for Letter/A4 paper, long-edge feed and Ledger/A3 paper, short-edge feed.



1. 9.525 mm (0.375 in.)
2. 31.75 mm (1.25 in.)
3. 107.95 mm (4.25 in.)

4-hole punch dimensions

The following 4-hole punch dimensions are for Letter/A4 paper, long-edge feed and Ledger/A3 paper, short-edge feed.



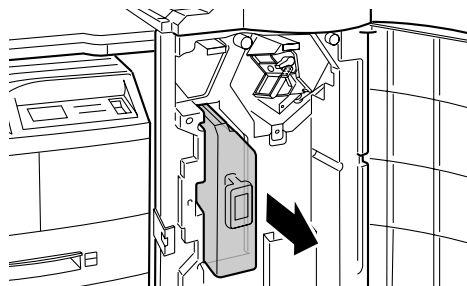
1. 10.0 mm (0.394 in.)
2. 28.5 mm (1.163 in.)
3. 80.0 mm (3.15 in.)

Note

The hole positions are fixed and are not adjustable.

Emptying the Punch bin

1. Open the access door on the front of the Finisher.
2. Remove the Punch bin and empty it.



3. Place the Punch bin back into the Finisher.
4. Close the access door.

Printing Jobs

When you print a job, you can use the print driver to select the following features:

- Paper source
- Paper size and media to use; see page 46 for special paper, see page 48 for envelopes, see page 51 for labels, and see page 53 for transparencies
- Orientation
- Number of copies
- Output bin
- Collating

Note

You can set up a tray sequence, where the printer searches for the requested paper in the Multi-sheet Bypass Feeder and trays; refer to the *Advanced Features and Troubleshooting Manual* on your printer CD-ROM.

The print driver may also contain the following options:

- Draft mode, which reduces toner consumption by two-thirds (intended for occasional proof printing of high-density documents)
- Single or double-sided printing (if you have the optional Duplex Module); see page 55
- Stapling (if you have the optional Finisher); see page 31
- Hole punching (if you have the optional Finisher with hole puncher); see page 40
- Secure printing and proof printing (if your printer has the optional hard drive); see page 59
- Cover sheets using different stock than the rest of the document; see page 46

- Edge-to-edge printing, where text and images are printed to the physical edge of the page (There may be some loss of data at the edge due to mechanical and physical restraints.)
- N-up, where N number of pages are printed on a single physical sheet of paper (This is useful for previewing a document's layout.)
- Watermark and overlay, which print background text across the first page or every page of the document

Printing on special paper

You can print on letterhead, preprinted paper, prepunched paper, color paper, and card stock. Check the paper-size requirements on page 12 and weight requirements on page 11.

At the printer:

1. Insert the special paper into either a tray or the Multi-sheet Bypass Feeder. For letterhead, preprinted paper, and prepunched paper, be sure that the special paper is oriented correctly, depending upon whether you will be printing single-sided or double-sided.
 - For Tray 1, 2, 3, or the Custom Paper Tray, see page 16
 - For Tray 4 or 5, see page 21
 - For the Multi-sheet Bypass Feeder, see page 24
2. If you changed the type of paper in a tray or the Multi-sheet Bypass Feeder, use the control panel to select the paper type and size.
 - For Tray 1, 2, 3, or the Custom Paper Tray, see page 19
 - For Tray 4 or 5, see page 22
 - For the Multi-sheet Bypass Feeder, see page 27

(Trays 1, 2, 3, 4, and 5 have paper size sensors, so you don't need to specify the paper size.)

For the Windows 95/Windows 98 operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Click the **Select Paper** button.
6. From the **Select Paper** dialog box, select the **Document Body** tab.
7. From the drop-down list under **Type**, select the type of paper.
8. If you want another paper used for the cover:
 - a. Select the **First Page** tab (of the **Select Paper** dialog box).
 - b. From the drop-down list under **Type**, select the type of paper.
9. Click the **OK** button to save the paper selections.
10. Click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Quality** tab.
5. From the drop-down list under **Media**, select any special paper type.
6. If you want another paper type for the cover, click the **Advanced** button.
7. Under **Document Options**, select **Enabled** from the drop-down list for **First Page Different**.
8. Open the **First Page Different** option by clicking on the + sign.
9. From the **First Page Media Type** drop-down list, choose the type you want to use.

10. Click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Advanced** tab.
5. Under **Paper/Output**, select **Media**.
6. At the bottom of the dialog box, select the media type.
7. If you want another paper used for the cover:
 - a. Highlight **First Page Different**.
 - b. Select **Enabled** at the bottom of the dialog box.
 - c. Click the + next to **First Page Different**.
 - d. Highlight **First Page Media**.
 - e. Highlight the media type at the bottom of the dialog box.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

Printing envelopes

At the printer:

1. Insert the envelopes into either feeder:
 - Multi-sheet Bypass Feeder — see page 25
 - Optional Envelope Feeder — see page 28
2. Be sure that the envelopes are oriented in the following manner:
 - Surface to be printed is **face-down**.
 - Top of the envelope enters the printer **first**.

3. If you changed the type or size of envelopes in the Envelope Feeder or the Multi-sheet Bypass Feeder, select the envelope size and type on the control panel. Refer to page 29 for the Envelope Feeder and refer to page 27 for the Multi-sheet Bypass Feeder.

For the Windows 95/Windows 98 operating system:

1. Create an envelope document of the correct size.
 - Many applications include a tool for creating an envelope document. For example, Microsoft Word includes an **Envelopes and Labels** feature under the **Tools** menu.
 - Otherwise, create a document using the following selections:
 - Paper size: the size of the envelope
 - Orientation: Landscape
2. In your application, select **File** and then **Print**.
3. Select the Xerox N4525 printer driver.
4. Open the **Properties** dialog box.
5. Select the **Paper/Output** tab.
6. From the drop-down list under **Orientation**, select **Landscape**.
7. Click the **Select Paper** button.
8. From the **Select Paper** dialog box, select the **Document Body** tab.
9. From the drop-down list under **Size**, select the size of envelope.
10. If you want to use a particular source, such as the Multi-sheet Bypass Feeder or the Envelope Feeder, select it from the drop-down list under **Paper Tray**.
11. Click the **OK** button to save the paper selections.
12. Click the **OK** button to save the properties.
13. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.

3. Open the **Properties** dialog box.
4. Select the **Layout** tab.
5. Under **Orientation**, select **Landscape**.
6. Click the **Advanced** button.
7. From the drop-down list under **Paper Size**, select the envelope size.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. Create an envelope document of the correct size.
2. In your application, select **File** and then **Print**.
3. Select the Xerox N4525 printer driver.
4. Open the **Properties** dialog box.
5. Select the **Page Setup** tab.
6. From the drop-down list after **Paper Size**, select the size of envelope.
7. If you want to use a particular source, such as the Multi-sheet Bypass Feeder or Envelope Feeder, select it from the drop-down list after **Paper Source**.
8. Under **Orientation**, select **Landscape**.
9. Click the **OK** button to save the properties.
10. Send the job to the printer.

Guidelines for envelope printing:

- Use only the supported envelope sizes.
- Never use envelopes with windows or metal clasps; they will damage the printer.
- Never have exposed gummed surfaces.

- Keep unused envelopes in their packaging to avoid the effects of moisture and dryness, which can affect print quality and cause wrinkling.
- Only print single-sided.
- Don't load envelopes above the indicated mark in the Multi-sheet Bypass Feeder or the Envelope Feeder.
- Envelopes cannot be output to the Finisher.

Printing labels

You can print labels from the trays or the Multi-sheet Bypass Feeder.

At the printer:

1. Insert the label sheets into the trays or the Multi-sheet Bypass Feeder in the following manner:
 - Side to be printed is **face-up** in trays, **face-down** in the Multi-sheet Bypass Feeder.
 - The long edge of the sheet enters the printer **first**.
 - Don't load labels above the indicated mark on the back of the tray or side of the Multi-sheet Bypass Feeder.
2. If you changed the type of media in a tray or the Multi-sheet Bypass Feeder, use the control panel to select the media type and size.
 - For Tray 2, 3, or the Custom Paper Tray, see page 19
 - For Tray 4, see page 22
 - For the Multi-sheet Bypass Feeder, see page 27(Trays 2, 3, or 4 have paper-size sensors, so you don't need to specify the paper size.)

For the Windows 95/Windows 98 operating system:

1. Create a document with text located in the correct areas. Refer to the instructions included with the labels for margin settings.
2. In your application, select **File** and then **Print**.

3. Select the Xerox N4525 printer driver.
4. Open the **Properties** dialog box.
5. Select the **Paper/Output** tab.
6. Click the **Select Paper** button.
7. From the **Select Paper** dialog box, select the **Document Body** tab.
8. From the drop-down list under **Type**, select **Labels**.
9. Click the **OK** button to save the media selections.
10. Click the **OK** button to save the properties.
11. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Click on **Printing Preferences**.
5. Select the **Paper/Quality** tab.
6. From the **Media** drop-down list, select **Labels**.
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. Create a document with text located in the correct areas. Refer to the instructions included with the labels for margin settings.
2. In your application, select **File** and then **Print**.
3. Select the Xerox N4525 printer driver.
4. Open the **Properties** dialog box.
5. Select the **Advanced** tab.
6. Under **Paper/Output**, select **Media**.
7. At the bottom of the dialog box, select **Labels**.

8. Click the **OK** button to save the properties.
9. Send the job to the printer.

Guidelines for printing on labels:

- Use Xerox labels; refer to page 8 for information.
- If any of the labels on a sheet are missing, do not use that sheet; it may damage printer components.
- Labels cannot be output to the Finisher.

Printing transparencies

You can print transparencies from the trays or the Multi-sheet Bypass Feeder.

At the printer:

1. Insert the transparencies into a tray or the Multi-sheet Bypass Feeder (see page 26):
 - Rough side is **up**.
 - Smooth side is **down**.
 - The stripe enters the printer first.
 - Don't load transparencies above the indicated mark on the back of the tray or side of the Multi-sheet Bypass Feeder.
2. If you changed the type of media in a tray or the Multi-sheet Bypass Feeder, use the control panel to select the media type and size:
 - For Tray 1, 2, 3, or the Custom Paper Tray, see page 19
 - For the Multi-sheet Bypass Feeder, see page 27(Trays 1, 2, 3, 4, and 5 have paper size sensors, so you don't need to specify the paper size.)

For the Windows 95/Windows 98 operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Click the **Select Paper** button.
6. From the **Select Paper** dialog box, select the **Document Body** tab.
7. From the drop-down list under **Type**, select the **Transparency**.
8. Click the **OK** button to save the media selections.
9. Click the **OK** button to save the properties.
10. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Click on **Printing Preferences**.
5. Select the **Paper/Quality** tab.
6. From the **Media** drop-down list, select **Transparencies**.
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Advanced** tab.
5. Under **Paper/Output**, select **Media**.

6. At the bottom of the dialog box, select **Transparency**.
7. Click the **OK** button to save the properties.
8. Send the job to the printer.

Guidelines for printing on transparencies:

- Use Xerox transparencies; refer to page 8 for information.
- Transparencies are not recommended for use with the Finisher.

Printing two-sided (duplex) jobs

With the optional Duplex Module installed, you can print two-sided (duplex) jobs.

Use only the paper sizes listed in the table on page 12. Do not use envelopes, postcards, transparencies, or label paper for duplex jobs. Use paper with a weight of 64-105 g/m² (17-28 lbs.).

Refer to pages 14 through 25 for the proper orientation of drilled paper and letterhead when printing duplex.

Caution

To avoid paper jams, never put paper in the duplex unit.

For the Windows 95/Windows 98 operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Select the type of **Duplex**:
 - **Long edge binding**
 - **Short edge binding**

You must have configured the printer (on the **System Configuration** tab) to include the Duplex Module.

6. Click the **OK** button to save the properties.
7. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Layout** tab.
5. Select either **Flip on Long Edge** or **Flip on Short Edge**.
6. Click the **OK** button to save the properties.
7. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Page Setup** tab.
5. Under **Print on Both Sides (Duplex Printing)**, select the type of duplexing:
 - **Long edge**
 - **Short edge**

You must have configured the printer (on the **System Configuration** tab of the printer's default properties) to include the Duplex Module.

6. Click the **OK** button to save the properties.
7. Send the job to the printer.

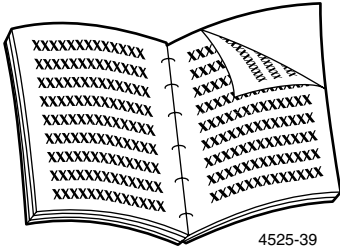
At the printer:

If your printer driver doesn't include duplex mode, you can select it on the printer's control panel. However, all jobs sent to the printer are then double-sided unless they are sent using a printer driver that specifically says to print the job single-sided. (The driver setting always overrides the control panel setting.)

8. On the Xerox DocuPrint N4525 control panel, select duplex printing:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **System Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Duplex**.
 - c. Press the **Value** keys (labeled **3** or **7**) to scroll to either **Long Edge** or **Short Edge**. Refer to the figure on page 58 to determine this value.
 - d. Press the **Enter** key (labeled **4**).
 - e. Press the **On Line** key (labeled **0**) to exit the menus.

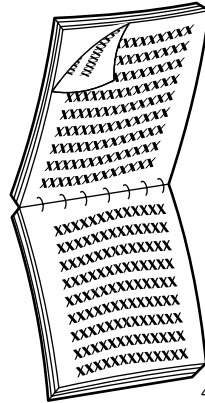
Available binding preferences (how the page turns) and duplex settings (Long Edge/Short Edge):

Portrait Orientation



4525-39

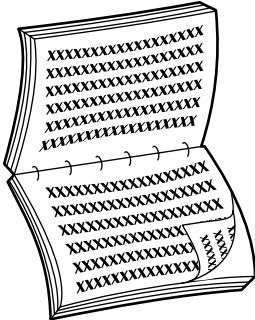
Long Edge



4525-40

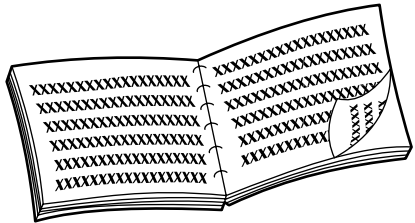
Short Edge

Landscape Orientation



4525-41

Long Edge



4525-42

Short Edge

Printing booklet-style

Note

You must have the optional Duplex Module installed to use this feature. You can create booklets for any paper size that is supported for two-sided (duplex) printing.

For more information on booklet-style printing, refer to the *Advanced Features and Troubleshooting Guide* on your printer's CD-ROM.

Printing secure and proof jobs

If the printer has the optional hard drive, you can:

- Use secure printing to print a confidential document.
- Use proof printing when you have a job with multiple copies, but want to check the first copy before printing all copies.

For the Windows 95/Windows 98 operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Paper/Output** tab.
5. Under **Copies**, select the total number of copies to print.
6. Under **Job Type**, select:
 - **Secure Print**
 - **Proof Print**

You must have configured the printer (on the **System Configuration** tab) to include the hard disk.

7. Under **Password**, type the 4-digit password using numbers 0 through 7.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows 2000 and Windows NT (PS/PCL5e) operating systems:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Click the **Advanced** button.
5. In the **Copy Count** section, select the number of copies.
6. Under **Job Type**, select **Secure Print/Proof Print**.
7. Under **Password**, type any four-digit password that you want using the numbers **0 through 7**.
8. Click the **OK** button to save the properties.
9. Send the job to the printer.

For the Windows NT (PCL6) operating system:

1. In your application, select **File** and then **Print**.
2. Select the Xerox N4525 printer driver.
3. Open the **Properties** dialog box.
4. Select the **Page Setup** tab.
5. After **Copy Count**, select the total number of copies to print.
6. Select the **Advanced** tab.
7. Highlight **Job Type**.
8. At the bottom of the dialog box, select one of the following:
 - **Secure Print**
 - **Proof Print**

You must have configured the printer (on the **System Configuration** tab of the printer's default properties) to include the hard disk.

9. In the **Document Password** dialog box:
 - a. Type the 4-digit password using numbers 0 through 7.
 - b. Click the **OK** button.

10. Click the **OK** button to save the properties.
11. Send the job to the printer.

At the printer:

- Secure printing: the printer will not print the job until you enter the password on the control panel.
- Proof printing: the printer only prints one copy of the job so that you can check it; to proceed with the remaining copies, enter the password on the control panel.

To enter the password on the Xerox DocuPrint N4525 control panel:

- a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Password Menu**.
- b. Press the **Item** keys (labeled **2** or **6**) to scroll to the password prompt.
- c. Use the number keys to enter the 4-digit password for the job(s) you want to print completely.
- d. To print all of the jobs with this password, press the **Enter** key (labeled **4**).
- e. Press the **On Line** key (labeled **0**) to exit the menus.

If you need to delete a secure or proof job, use the Password menu on the control panel. Refer to the *Advanced Features and Troubleshooting Manual* (on the CD-ROM that was shipped with your printer).

Troubleshooting

If your printer is not operating properly, check the following:

- Whether the printer is plugged in and switched on.
- Whether the Ground-Fault-Interrupt switch (circuit breaker) was tripped.
- Whether the data cable is correctly connected to the printer.
- Whether the media trays are inserted correctly and the doors are securely closed.
- Control panel error message.
- Whether your computer has the correct driver installed and properly configured for your printer.

For detailed troubleshooting information, refer to the following:

- *Advanced Features and Troubleshooting Manual* on the CD-ROM that was shipped with your printer.
- infoSMART™ Knowledge Base (troubleshooting knowledge database) on the Xerox Printer web site:
www.xerox.com/officeprinting/infoSMART

Replacing the Laser Print Cartridge

Troubleshooting may require that you replace the Laser Print Cartridge.

Warning

To avoid possible injury, never touch the Fuser area inside the printer (where a label indicates high temperature).

Caution

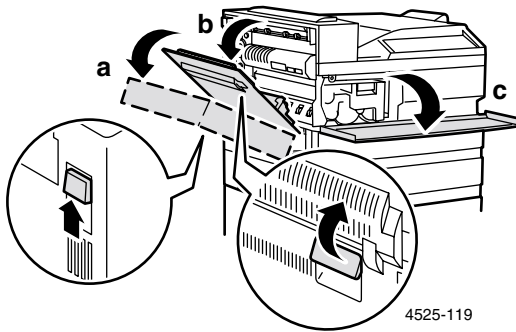
Do not expose the Laser Print Cartridge to direct sunlight or artificial light for more than 15 minutes. Overexposure will permanently damage the photosensitive imaging drum.

Do not open the drum shutter or touch the blue imaging drum surface.

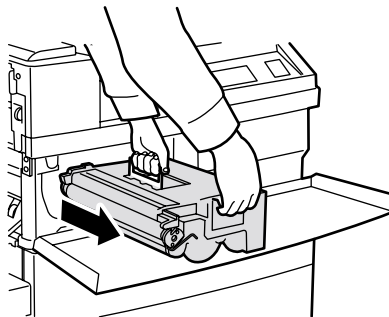
Note

Be sure to shake the Laser Print Cartridge as directed to distribute the toner inside the cartridge. Print quality may be degraded if the toner is not evenly distributed.

1. For the Duplex configuration, open the Duplex Module by lifting the latch (a). For a Standard configuration, open Door A by pushing up on the latch (b). Open the front cover (c).

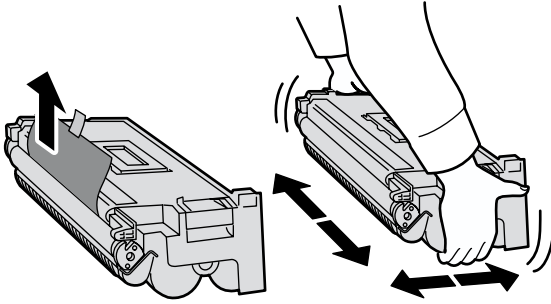


2. Remove the Laser Print Cartridge by lifting the handle and gently pulling it out.



Wrap the used Laser Print Cartridge by placing it in its original packing and return it as directed.

3. Remove the new Laser Print Cartridge from its package and pull out the protective paper sheet from the drum shutter. Hold the Laser Print Cartridge horizontally and gently shake it 5 or 6 times to evenly distribute the toner inside.

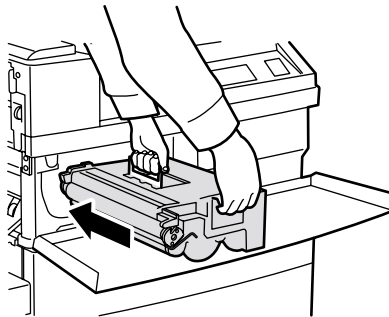


4525-121

4. Hold the handle with one hand and gently push the Laser Print Cartridge all the way into the printer.

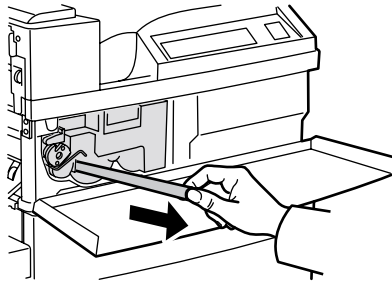
Caution

To avoid possible injury, do not touch any parts inside the printer, as they may be hot. Make sure that the cartridge is firmly seated in the printer.



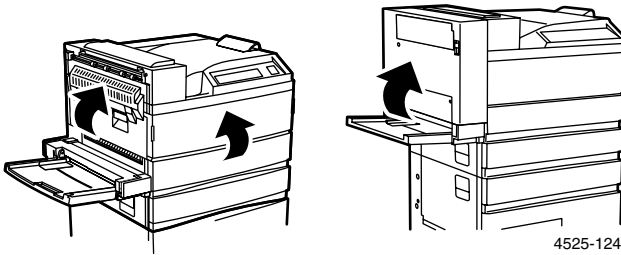
4525-122

5. Gently pull the sealing tape straight out.



4525-123

6. For the Standard configuration, close the front cover and Door A. For the Duplex configuration, close the Duplex Module.



4525-124

Paper size/type mismatch

This occurs when the paper size or type requested for a job is not available in the printer so the printer goes off line. One of the following may have occurred:

- A tray configured for the requested paper is out of paper.
- None of the trays is configured for the requested paper.

The control panel prompts you to load paper in the configured tray (or the first tray in the tray sequence). Once the paper is loaded, the printer automatically comes on line and continues printing.

If you want to load the requested paper in another tray:

1. Load the requested paper.
2. Use the Tray menu to reconfigure that tray. Refer to page 19 (Tray 1, Tray 2, Tray 3, or Custom Tray), page 22 (Tray 4 or 5), or page 27 (Multi-sheet Bypass Feeder).

If you want to use an alternate paper:

1. Press the **Value** keys (labeled **3** or **7**) to see each tray configuration.
2. When you see the tray you want to use, press the **Enter** key (labeled **4**).

The printer automatically comes on line and continues printing with the alternate paper.

Troubleshooting print quality

If you notice a problem with the quality of your prints, you may need to replace one of the supplies, such as the laser print cartridge.

To diagnose the problem, check these items:

- Check the control panel for messages on replacing supplies.

- Print the Test Print Pages from the printer's control panel:
 - a. Press the **Menu** keys (labeled **1** or **5**) to scroll to the **Print Menu**.
 - b. Press the **Item** keys (labeled **2** or **6**) to scroll to **Configuration Sheet**.
 - c. Press the **Enter** key (labeled **4**).
The configuration sheet pages print.
 - d. Examine the pages for the following symptoms.

Symptom: Light or faint prints

The overall image is lighter than normal.

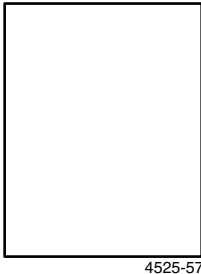


Possible causes and solutions:

- If you are using Draft Mode, turn off Draft Mode.
- The toner level may be low. Remove the Laser Print Cartridge and carefully shake it several times, then re-install it. (This may help redistribute the remaining toner before having to replace the cartridge.) If the Laser Print Cartridge is empty, replace it.
- The paper stock may be damp. Replace the paper stock.

Symptom: Blank prints

The entire printed page is blank with no visible print.



Possible causes and solutions:

- If you just installed a new Laser Print Cartridge, the yellow sealing tape may still be in place. Remove the tape.
- Multiple sheets may have been fed from the paper tray at the same time. Remove the paper from the paper tray and fan it. Also, ensure that the paper is correctly loaded in the tray.
- Printable data may not have been received from the computer. To test this, print a Configuration Sheet, as described on the previous page. If the Configuration Sheet is normal, check the Interface cable between the computer and printer, the printer set up, and application software. If the Test Print is blank, contact your Customer Support Center.
- The Laser Print Cartridge may be defective or low on toner. Replace the Laser Print Cartridge.

Symptom: Black prints

The entire printed page is black.



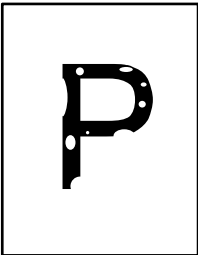
4525-58

Possible causes and solutions:

- The Laser Print Cartridge may be defective. Replace the Laser Print Cartridge.
- The Printer's power supply may have failed; contact your Customer Support Center.

Symptom: Spot deletions

Areas of the print are extremely light or missing.



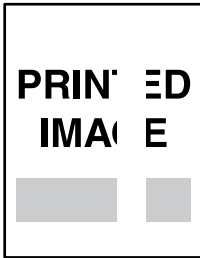
4525-59

Possible causes and solutions:

- The paper stock may be damp. Replace the paper stock.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Vertical line deletions

There are localized print deletions forming narrow lines running in the direction of paper movement.



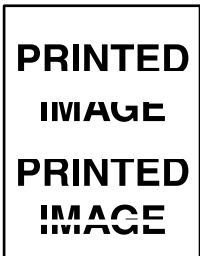
4525-60

Possible causes and solutions:

- The Laser Print Cartridge may not be installed correctly. Remove then re-install the Laser Print Cartridge.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Horizontal line deletions

There are localized print deletions appearing as bands running across the paper perpendicular to the direction of paper movement.



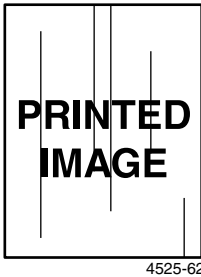
4525-61

Possible causes and solutions:

- The paper stock may be defective with creases, folds, etc. Replace the paper stock.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Vertical dark streaks

There are black lines running across the print parallel to the direction of paper movement.

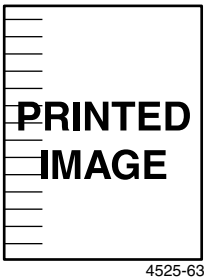


Possible causes and solutions:

- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).

Symptom: Repetitive horizontal dark streaks

There are black lines running across the page perpendicular to the direction of paper movement.

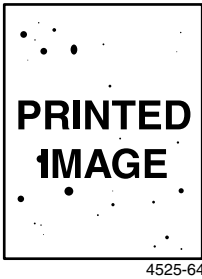


Possible causes and solutions:

- The paper path may be contaminated with toner. Print several blank sheets of paper to remove the toner accumulations.
- The Laser Print Cartridge may be defective or at the end of its life. Replace the Laser Print Cartridge.

Symptom: Dark spots or marks

There are dark spots or marks on the page in a random pattern.

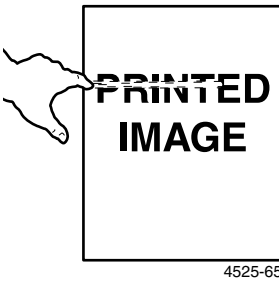


Possible causes and solutions:

- The paper path may be contaminated with toner. Print several blank sheets of paper to remove the toner accumulations.
- The Laser Print Cartridge may be defective. Replace the Laser Print Cartridge.

Symptom: Unfused or partially fused image

The printed image is not fully fused to the paper and easily rubs off.

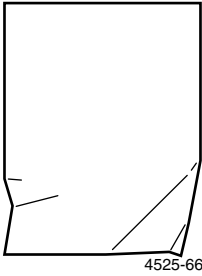


Possible causes and solutions:

- The paper stock may be damp. Replace the paper stock.
- Heavy or unusual paper stock may be in the tray. Replace that paper with approved media (see page 12). If you need to use heavy card stock, make sure that the fuser temperature and delays are set correctly for that paper type; refer to the *Advanced Features and Troubleshooting Manual* for more information.
- The fuser may be defective. Replace the fuser (in the Maintenance Kit).

Symptom: Wrinkled prints

The prints are wrinkled, creased, or torn.



Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.
- The fuser may be at the end of its life. Replace the fuser (contained in the Maintenance Kit).

Symptom: Blurred prints

The image is blurred at the edges.

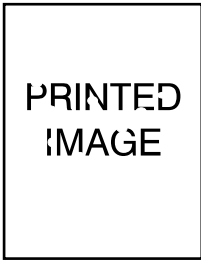


Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.

Symptom: Random deletions

The page has random light areas and deletions.



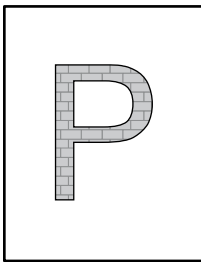
4525-68

Possible causes and solutions:

- The paper stock may be in poor condition. Replace the paper stock.
- The paper stock may be damp. Replace the paper stock.

Symptom: Grainy graphics

A graphic image is coarse or grainy (like a brick or checkerboard pattern) rather than a smooth halftone.



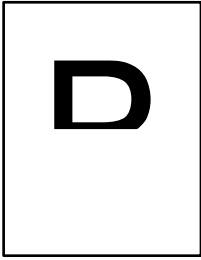
4525-69

Possible causes and solutions:

- The printer may have tried to print a complex graphic image with inadequate memory. Consider adding additional memory to the printer; refer to page 10 for more information.
- Check that you are using the correct printer driver.

Symptom: Broken page image

The printed image is missing all of the image after a straight line.



4525-70

Possible causes and solutions:

- The printer may have tried to print a complex graphic image with inadequate memory. Consider adding additional memory to the printer; refer to page 10 for more information.

Paper Jams

Warning

To avoid possible personal injury, avoid contact with the printer's fuser area, which may be very hot.

Caution

Do not use tools or sharp objects to clear paper jams since this may damage the printer. Do not touch the surface of the print drum; touching the drum may damage it.

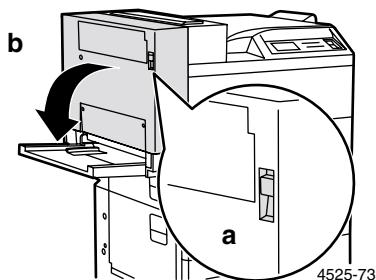
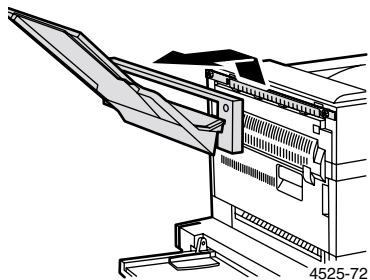
Preventing paper jams

- To reduce the frequency of paper and transparency jams, use Xerox media; refer to page 8 for information.
- Use only the recommended sizes and weights of paper in the trays; refer to page 11 for information on acceptable weights and page 12 for acceptable sizes.
- After removing a paper jam, be sure to remove any paper scraps.
- Occasionally clean the feed rollers. Wipe off paper dust with a dry, clean cloth.

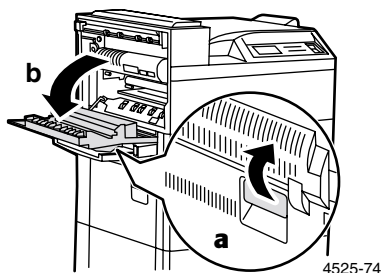
Clearing Area A

The exact steps to follow depend on whether you have the optional Duplex Module or optional Face-up Bin.

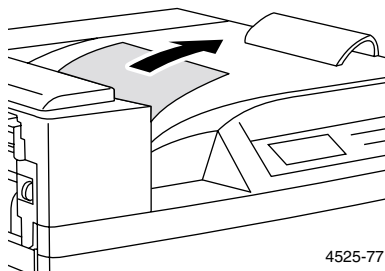
1. If the printer has an optional Face-up Bin, but not a Duplex Module, remove the Face-up Bin by lifting it up and out. If the printer has a Duplex Module, lift the latch (a) and open the Duplex Module (b).



2. Put your finger under the latch (a) and push up to open Door A (b).



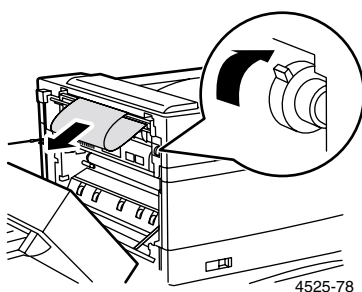
3. Remove any jammed paper.
 - a. If the leading edge of the paper is already in the Face-down Bin, gently pull out the paper until it is completely removed.



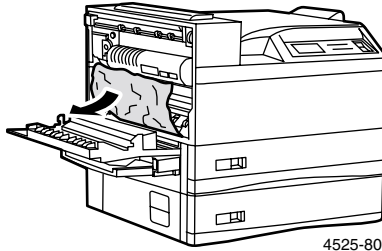
- b. If the paper is jammed in the Fuser area, remove it carefully without touching the Fuser. If it becomes difficult to pull out the paper, press and turn the green knob upward until the paper is adequately out and easy to pull.

Caution

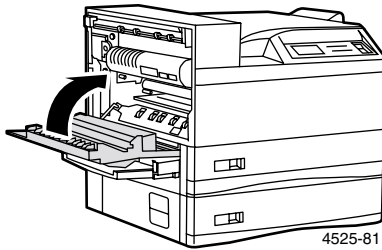
To avoid possible injury, never touch the Fuser area (where a label indicating high temperature is located). The fuser may be hot.



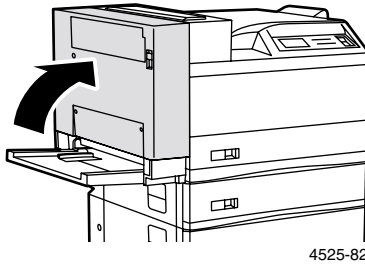
- c. If the paper jammed in Area A is below the Fuser, remove the paper by gently pulling it away from the printer.



4. Close Door A.



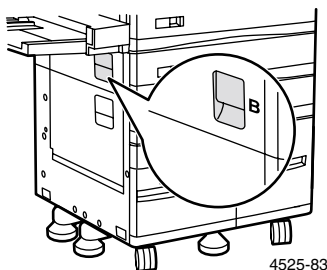
5. If the printer has a Duplex Module, close the Duplex Module.



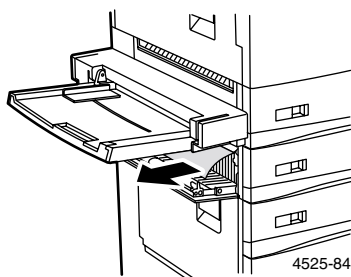
6. If you removed the Face-up Bin in Step 1, re-attach it.

Clearing Area B

1. Put your finger under the latch and push up to open Door B. For easier access to Door B, you can fold up the Multi-sheet Bypass Feeder (shown below) or pull out the Envelope Feeder (if installed).



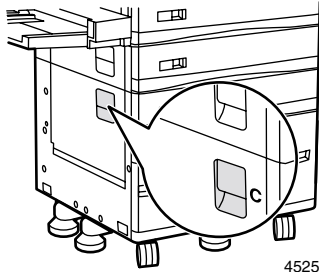
2. Remove any jammed paper.



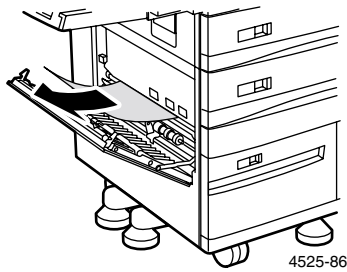
3. Close Door B by pressing it in the middle.

Clearing Area C

1. Put your finger under the latch and push up to open Door C.



2. Remove any jammed paper.



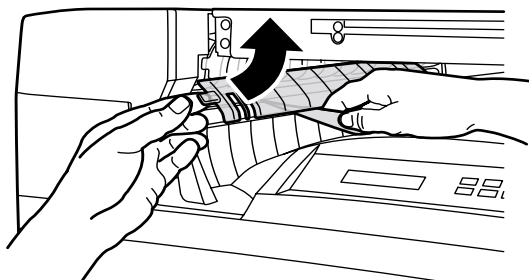
3. Close Door C by pressing it in the middle.

Clearing Area D (not applicable)

There is no Area D on the DocuPrint N4525 Network Laser Printer.

Clearing Area E (with Finisher only)

1. Lift and hold the plastic gate under the paper transport, using the tab shown.

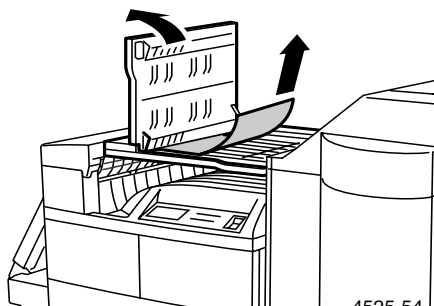


4525-87

2. Remove any paper under the plastic gate.
3. Gently release the plastic gate.

Clearing Area F (with Finisher only)

1. Use the handle to raise the cover of the paper transport (Area F).



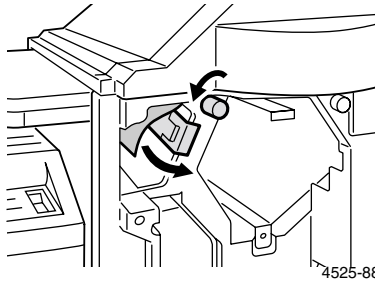
4525-54

2. Remove any jammed paper.

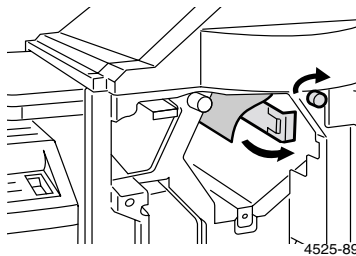
3. Lower the cover.
4. If paper jams persist, refer to the leveling instructions in the *3,000 Sheet Finisher Installation Guide*.

Clearing Area G (with Finisher only)

1. Open the access door of the Finisher.
2. Push open the inlet chute. If necessary, advance the paper by turning the roller counterclockwise.



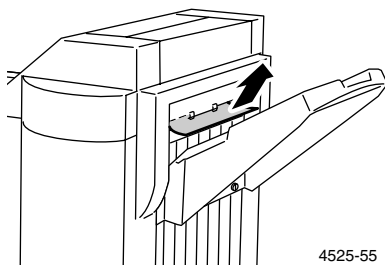
3. Push open the outlet chute. If necessary, back the paper out by turning the roller clockwise.



4. Remove any jammed paper.
5. Close the access door.

Clearing Area H (with Finisher only)

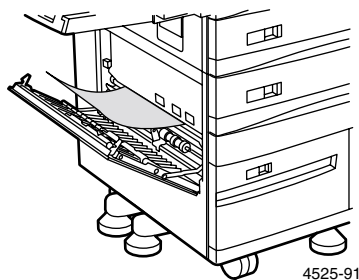
1. Check under the paper-eject roller.



2. Remove any jammed paper.

Clearing Tray 5

1. Open Door C, remove any jammed paper, and then close Door C. Refer to page 81 for more information.

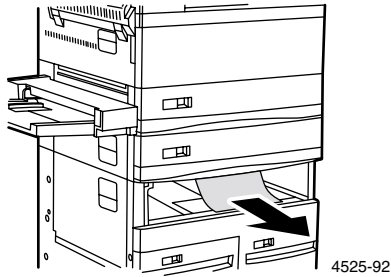


2. Open and remove Tray 3 by pulling the tray out until it stops and then lifting the tray from the front.

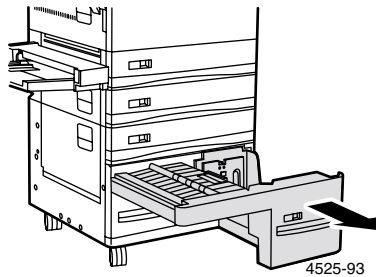
Caution

Place the tray on a solid surface. If you place it on a rug, the springs and wires on the underside of the tray may catch and break, which disables the tray-size sensing.

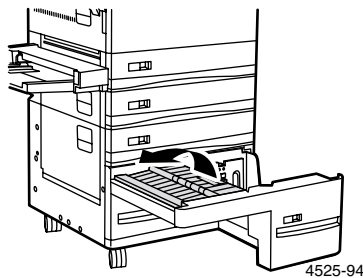
- Carefully pull out any jammed paper visible in the top of Tray 5.



- Straighten the paper in Tray 3, then replace and close the tray.
- Open Tray 5, carefully remove any jammed paper, and straighten the paper in the trays.



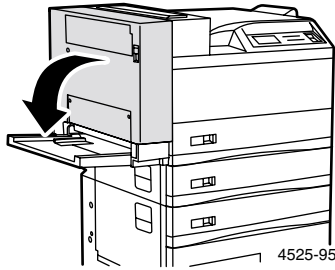
- Lift the Tray 5 transport and carefully remove any jammed paper.



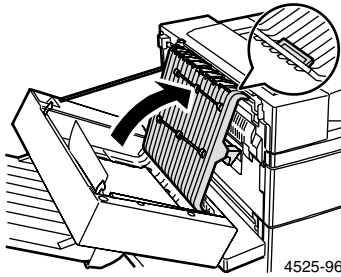
- Close Tray 5.

Clearing the Duplex Module

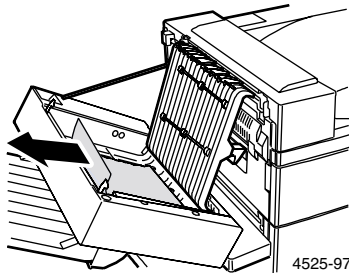
1. Open the Duplex Module by lifting the lever.



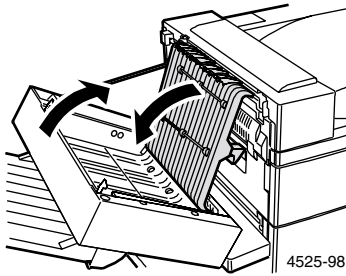
2. Open the inside cover of the Duplex Module.



3. Remove any jammed paper in the direction of the arrow.



4. Close the inside cover of the Duplex Module.



5. Close the Duplex Module.

Getting Help

The DocuPrint N4525 Network Laser Printer's CD-ROM guides you to the various resources available for installing and learning more about your Xerox printer. Use the CD-ROM to install your printer driver software and view and print user documentation. Live Internet links on the CD-ROM let you access the Xerox web site, where you can access product, supplies, and support information.

DocuPrint N4525 Network Laser Printer CD-ROM

- Copy of this User Guide
- *Advanced Features and Troubleshooting Manual*
- Supplies instructions
- Setup Guide poster
- Printer drivers
- Material Safety Data Sheets (MSDS)
- Software utilities
- Electronic registration software

Xerox web site

To link to product and supplies information, download printer drivers, view documents, and access support information:

www.xerox.com/officeprinting/

infoSMART™ Knowledge Base

To access the troubleshooting knowledge database used by Xerox Customer Support staff:

www.xerox.com/officeprinting/infoSMART/

Technical support

To view technical support information:

www.xerox.com/officeprinting/support

On-line documentation

To view documentation about a printer:

www.xerox.com/officeprinting/documentation

Local sales and support centers

To find your local sales and support centers:

www.xerox.com/officeprinting/contacts

Specifications

Material Safety Data Sheet (MSDS)

MSDS Number: A-0600

Date: June 25, 1996

Revision: August 7, 2000

Distributor: Xerox Corporation Rochester, New York 14644

Telephone Number(s):

Safety Information: (800) 828-6571

Health Emergency: (716) 422-2177

Transportation Emergency (Chemtrec): (800) 424-9300

Section 1 - Product Identification

Trade Names/Synonyms: Document Centre 220/230/332/340/420/
432/440DC/ST, DocuPrint N24/N32/N40, DocuPrint N3225/N4025/N4525
Toner Cartridge

Chemical Name: None

WHMIS Status: This is not a WHMIS controlled product.

Ingredients (% by weight)	CAS Number
Iron oxide (45-50%)	1309-38-2
Styrene/acrylate copolymer (40-50%)	25767-47-9
Polyolefin (1-10%)	9003-07-0

Part Numbers:

ACO: 113R153, 113R156, 113R278, 113R279, 113R297, 113R309, 113R321,
113R322, 113R323;

WH: 113R119, 113R120 (Cancelled), 113R173, 113R178, 113R179, 113R195,
113R273, 113R274, 113R275, 113R315, 113R316, 113R317, 673K34130,
673K42380;

XCL: 113R177, 113R184, 113R270, 113R271, 113R272, 113R280, 113R281,
113R282, 113R313, 113R324, 113R325, 113R326;

XL: 113R121, 113R122, 113R154, 673K34140, 673K42390;

Bulk: 502S64744, 502S66127, 502S64918

Section 2 - Emergency and First Aid

Primary Route of Entry: Inhalation

Eyes: Flush with water for several minutes.

Skin: Wash with soap and water.

Inhalation: Remove from exposure.

Ingestion: Dilute stomach contents with several glasses of milk or water.

Symptoms of Overexposure: Minimal respiratory tract irritation may occur as with exposure to large amounts of any non-toxic dust.

Medical Conditions Generally Aggravated by Exposure: None when used as described by product literature.

Additional Information: None

Section 3 - Toxicology and Health Information

This material has been evaluated by Xerox Corporation. The toxicity data noted below is based on the test results of similar toners.

Oral LD₅₀: >5 g/kg (rats) practically non-toxic.

Dermal LD₅₀: >5 g/kg (rabbits) practically non-toxic.

Inhalation LC₅₀: >5 mg/l (rats, 4 hour exposure) practically non-toxic.
>20 mg/l (rats, calculated 1 hour exposure) non-poisonous, DOT.

Eye Irritation: Non-irritating.

Skin Sensitization: Not a sensitizer.

Skin Irritation: Not an irritant.

Human Patch: Non-irritating, non-sensitizing.

Mutagenicity: No mutagenicity detected in Ames Assay.*

Carcinogens: None present.*

Aquatic LC₅₀: Not tested

TLV: 10 mg/m³ (total dust)

PEL: 15 mg/m³ (total dust) 5 mg/m³ (respirable dust)

STEL: None Established

Ceiling: None Established

Xerox Exposure Limit: 2.5 mg/m³ (total dust) 0.4 mg/m³ (respirable dust)

*Based on actual test results for this material

Additional Information: The results obtained from a Xerox' sponsored Chronic Toner Inhalation Study, demonstrated no lung change in rats for the lowest (1mg/m³) exposure level, the level most relevant to potential human exposure). A very slight degree of fibrosis was noted in 25% of the animals at the middle (4mg/m³) exposure level, while a slight degree of fibrosis was noted in all the animals at the highest (16 mg/m³) exposure level. These findings are attributed to "lung overloading", a generic response to excessive amounts of any dust retained in the lungs for a prolonged period. This study was conducted using a special test toner to comply with EPA testing protocol. The test toner was 10 times more respirable than commercially available Xerox toner, and would not be functionally suitable for Xerox equipment.

Section 4 - Physical Data

Appearance/Odor: Black powder / faint odor

Boiling Point: Not Applicable

Solubility in Water: Negligible

Evaporation Rate: Not Applicable

Vapor Density (Air = 1): Not Applicable

Volatile: Not Applicable % (Weight) Not Applicable % (Volume)

Softening Range: 43.3 - 60 degrees C (110 - 140 degrees F)

Melting Point: Not Applicable

Specific Gravity (H₂O = 1): ~1

Vapor Pressure (mm Hg): Not Applicable

pH: Not Applicable

Section 5 - Fire and Explosion Data

Flash Point (Method Used): Not Applicable

Flammable Limits: LEL: Not Applicable, UEL: Not Applicable

NFPA 704: Health - 0, Fire - 3, Reactivity - 0

Extinguishing Media: Water, dry chemical, carbon dioxide or foam.

Special Fire Fighting Procedures: Avoid inhalation of smoke. Wear protective clothing and self-contained breathing apparatus.

Fire and Explosion Hazards: Toner is a combustible powder. Like most organic materials in powder form, it can form explosive mixtures when dispersed in air.

Section 6 - Reactivity Data

Stability: Stable

Hazardous Polymerization: Will Not Occur

Hazardous Decomposition Products: Products of combustion may be toxic. Avoid breathing smoke.

Incompatibility (Materials to Avoid): None known

Section 7 - Special Protection Information

Respiratory Protection: None required when used as intended.

Eye Protection: None required when used as intended.

Protective Gloves: None required when used as intended.

Other: For use other than normal customer - operating procedures (such as in bulk toner processing facilities), goggles and respirators may be required. For more information, contact Xerox.

Section 8 - Special Precautions

Handling and Storage: None

Conditions to Avoid: Avoid prolonged inhalation of excessive dust.

Section 9 - Spill, Leak, and Disposal Procedures

For Spills or Leakage: Sweep up or vacuum spilled toner and carefully transfer into sealable waste container. Sweep slowly to minimize generation of dust during clean up. If a vacuum is used, the motor must be rated as dust tight. A conductive hose bonded to the machine should be used to reduce static buildup (See Section 5). Residue can be removed with soap and cold water. Garments may be washed or dry-cleaned, after removal of loose toner.

Waste Disposal Method: This material is not a hazardous waste according to Federal Regulation 40 CFR 261 when disposed. State and Local requirements, however may be more restrictive. Consult with the appropriate State and Local waste disposal authorities for additional information. Incinerate only in a closed container.

Section 10 - Transportation Information

DOT Proper Shipping Name: Not Applicable (Not Regulated)

Hazard Classification: Not Applicable

ID Number: Not Applicable

Packing Group: Not Applicable

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