Printer Settings

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Accessing the Startup Page

The printer automatically produces a "Startup Page" each time the printer is turned on or reset. You can turn off the automatic printing of the "Startup Page" and later print it from the information pages menu.

To turn on/off the "Startup Page" use either:

- The printer's front panel
- CentreWare IS

Using the Printer's Front Panel

To turn on/off the Startup Page:

1. Select **Printer Setup**, then press the **OK** button.
2. Select **Printer Controls**, then press the **OK** button.

   The **Startup Page** is highlighted. The end of the line displays the setting (**On** or **Off**).

3. Press the **OK** button to change the setting.

Using CentreWare IS

To turn on/off the automatic printing of the "Startup Page":

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Select **Properties**.
4. Select the **General** folder on the left sidebar.
5. Select **Printer Defaults**.
6. Select **Off** or **On** from the **Printer Startup Page** drop-down list to change the setting.
7. Click **Save Changes** at the bottom of the page.

Printing the Startup Page

To print the "Startup Page":

1. Select **Information**, then press the **OK** button.
2. Select **Information Pages**, then press the **OK** button.
3. Select **Startup Page**, then press the **OK** button to print.

Accessing Power Saver

To save energy, the printer enters a Power Saver, low-energy consumption mode after a pre-defined period of time since its last activity. In this mode, most printer electrical systems are shut down. When a print job is sent to the printer, the printer enters Warmup Mode. You can also warm up the printer by pressing the **OK** button on the front panel.

If you find that the printer is going into Power Saver mode too often and you do not want to wait while the printer warms up, increase the length of time before the printer goes into Power Saver mode. Change the timeout value as follows:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.
2. Select **Printer Controls**, then press the **OK** button.
3. Select **Power Saver Timeout**, then press the **OK** button.
4. Press the **Down Arrow** or **Up Arrow** button to scroll to a selected Power Saver timeout value. Select a larger value if you want to extend the length of time before the printer goes into Power Saver mode.
5. Press the **OK** button.

Preventing Access to Front Panel Settings

To prevent access to front panel settings, you can lock the front panel settings from CentreWare IS. A lock icon appears next to items in the front panel that cannot be accessed by users.

Using CentereWare IS

To set front panel menu preferences:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Select **Properties**.
4. Select the **General** folder on the left sidebar.
5. Select **Printer Defaults**.
6. Select **On** or **Off** from the **Front Panel Menu** drop-down list**.**
   - Select **On** to have all menus available.
   - Select **Off** to limit the printer setup items.

7. Click **Save Changes** at the bottom of the page.

File Security System

If your printer has a hard drive, your system administrator can use the front panel's **File Security** menu to:

■ Make removed files unrecoverable
■ Remove old Proof and Secure Job Print files

Accessing Load Paper Timeout

When your print job is formatted for a type or size of paper that is not loaded in the printer, the printer's front panel displays a message requesting you to load the appropriate paper. The Load Paper Timeout controls the amount of time the printer waits before printing on another type or size of paper.

To change the load paper timeout, use either:

■ The printer's front panel
■ CentreWare IS

Using the Printer's Front Panel

To change the load paper timeout:

1. Select **Printer Setup**, then press the **OK** button.
2. Select **Paper Handling Setup**, then press the **OK** button.
3. Select **Load Paper Timeout**, then press the **OK** button.
4. Scroll to the desired timeout value. The values (**None**, **1**, **3**, **5**, or **10** minutes, **1** hour or **24** hours) indicate the length of time you want the printer to wait for you to load paper before printing. If you select a value of **None**, the printer does not wait for paper to be inserted and immediately picks paper from the default tray.
5. Press the **OK** button to save the change.

Using CentreWare IS

To change the load paper timeout:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Select **Properties**.
4. Select the **General** folder on the left sidebar.
5. Select **Printer Defaults**.
6. Scroll to the desired **Load Paper Timeout** value in **Timeout Settings**. The values (**None**, **1**, **3**, **5**, or **10** minutes, **1** or **24** hours) indicate the length of time you want the printer to wait for you to load paper before printing. If you select a value of **None**, the printer does not wait for paper to be inserted and immediately picks paper from the default tray.

7. Click **Save Changes** at the bottom of the screen.

Selecting Tray Settings

You can select trays by two different methods:

■ The printer's front panel
■ CentreWare IS

Using the Front Panel

To specify tray selection:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.
2. Select **Paper Handling Setup**, then press the **OK** button.
3. Select **Paper Source**, then press the **OK** button.
4. Scroll to the desired tray or **Auto Select**.
5. Press the **OK** button to save the changes.

Note
The driver overrides the front panel settings and CentreWare IS for tray selection.

Using CentreWare IS

To select a default tray:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Select **Properties**.
4. Select the **General** folder on the left sidebar.
5. Select **Printer Defaults**.
6. Scroll to **Print Mode Settings**, then select the tray from the **Paper Source** drop-down list.
7. Click **Save Changes** at the bottom of the screen.

Tray Switching

Tray switching is the printer's ability to switch between trays that have the same paper type and size when a tray runs out of paper.

Tray switching is controlled by the printer driver, front panel, or CentreWare IS.

PCL jobs always use tray switching, but PostScript jobs disable tray switching when a specific tray has been selected as the paper source.

Tray Sequence

The tray sequence can be set to a particular order, including all or fewer than all trays in the printer. When fewer than all trays are set and a job specifies a tray not in the list, tray switching from that tray does not occur, even when otherwise enabled.

The tray sequence called Off uses a default sequence which is determined by the number of installed trays and the current Paper Source set in the front panel or CentreWare IS. This default sequence starts as 2-3-4-1, then removes the not-installed trays, and then moves the current Paper Source tray to the front if a specific tray is selected.

You can specify the sequence the printer uses to select trays containing the correct paper type and size for a print job. The tray sequence can be specified using two different methods:

- The printer's front panel
- CentreWare IS

Using the Front Panel

To specify the tray sequence:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.
2. Select **Paper Handling Setup**, then press the **OK** button.
3. Select **Tray Sequence**, then press the **OK** button.
4. Scroll to the desired tray sequence.
5. Press the **OK** button to save the changes.

Using CentreWare IS

To specify the tray sequence:

1. Launch your web browser.
2. Enter your printer's IP address in the browser's **Address** field (http://xxx.xxx.xxx.xxx).
3. Click the **Properties** tab.
4. Select **Printer Defaults** in the left sidebar.
5. Select the desired tray sequence from the **Tray Sequence** drop-down list.
6. Click the **Save Changes** button at the bottom of the screen.

Adjusting Front Panel Brightness

To adjust the brightness of the front panel's background lighting:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.
2. Select **Front Panel Setup**, then press the **OK** button.
3. Select **Front Panel Brightness**, then press the **OK** button.
4. Press the **Down Arrow** or **Up Arrow** button to increase or decrease the front panel brightness value. The brightness values range from **0** (no background light) to **10** (brightest background light).
5. Press the **OK** button to save your change.

Adjusting Front Panel Contrast

To adjust the contrast between the text and the background to make the front panel text more readable:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.

2. Select **Front Panel Setup**, then press the **OK** button.

3. Select **Front Panel Contrast**, then press the **OK** button.

4. Press the **Down Arrow** or **Up Arrow** button to increase or decrease the front panel contrast value. The contrast values range from **1** (brightest background light) to **10** (no background light).

5. Press the **OK** button to save your change.

Changing Printer Language

To change the language used for the text on the front panel, CentreWare IS, and some information pages:

1. At the printer's front panel, select **Printer Setup**, then press the **OK** button.

2. Select **Front Panel Setup**, then press the **OK** button.

3. Select **Front Panel Language**, then press the **OK** button.

4. Select the desired language, then press the **OK** button.