

2-Sided Printing

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Automatic 2-Sided Printing

Guidelines

- A duplex unit must be installed on your printer to perform automatic 2-sided printing. The Phaser 5500B and 5500N configurations may be upgraded to include this feature.
- The paper size must be at least 89 x 127 mm (3.5 x 5 in.) when printing from Tray 1. All sizes that fit Trays 2-6 may be printed 2-sided.
- The paper must have a weight of 60–163 g/m² (16–43 lb. Bond).
- Manual duplexing is supported. For more information on supported paper, go to [Reference/Printing/Supported Papers](#) on the *User Documentation CD-ROM*.

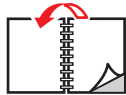
Note

You can find additional information on 2-sided printing at www.xerox.com/office/5500infosmart.

Binding Preferences

Use the printer driver to select **Portrait** or **Landscape** orientation for the images on the page. When you print 2-sided jobs, select the binding preference which determines how the pages turn.

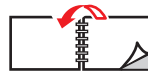
Portrait
Bind on Side Edge
Flip on Long Edge



Portrait
Bind on Top Edge
Flip on Short Edge



Landscape
Bind on Side Edge
Flip on Short Edge



Landscape
Bind on Top Edge
Flip on Long Edge



To perform automatic 2-sided printing:

1. Insert paper into the tray. For more information, go to [Reference/Printing/Basic Printing](#) on the *User Documentation CD-ROM*.
2. In the printer driver:
 - Select either **Portrait** or **Landscape** orientation.
 - Select 2-sided printing, including binding, as described in the table below.
3. Click **OK** to accept the printer driver settings, then click **OK** to print.

Setting the Printer Driver for 2-Sided Printing

Operating System	Steps
Windows 98 or Windows Me	<ol style="list-style-type: none"> 1. Select File, then select Print. 2. Click Properties. 3. On the Setup tab, then select Print on 1 Side or Print on 2 Sides. 4. Select or deselect Bind On Top Edge.
Windows 2000, Windows XP, or Windows Server 2003	<ol style="list-style-type: none"> 1. Select File, then select Print. 2. Click Properties. 3. On the Layout tab in Print On Both Sides (Duplex), select Flip on Long Edge or Flip on Short Edge.
Windows NT	<ol style="list-style-type: none"> 1. Select File, then select Print. 2. Click Properties. 3. On the Page Setup tab in Print On Both Sides (Duplex), select Flip on Long Edge or Flip on Short Edge.
Mac OS 9	<ol style="list-style-type: none"> 1. Select File, then select Print. 2. Select Layout. 3. Select Print on Both Sides. 4. Click the Binding icon that matches the edge to bind.

Setting the Printer Driver for 2-Sided Printing (Continued)

Operating System	Steps
Mac OS X (version 10.1 and higher)	<ol style="list-style-type: none"><li data-bbox="578 306 922 333">1. Select File, then select Print.<li data-bbox="578 344 773 371">2. Select Duplex.<li data-bbox="578 382 915 409">3. Select Print on Both Sides.<li data-bbox="578 420 1179 447">4. Click the Binding icon that matches the edge to bind.
