

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.
3. Select **Properties**.
4. Click **Printer Defaults** on the left sidebar of the **Properties** page.
5. Select **Off** or **On** from the **Printer Startup Page** drop-down list to change the setting.
6. 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.

Accessing Intelligent Ready Mode

Intelligent Ready mode is an automated system that:

- Monitors the printer’s usage.
- Warms up the printer when you are most likely to need it based on past usage patterns.
- Activates the Power Saver mode when the printer times out.

To turn on/off the Intelligent Ready mode, use either:

- The printer’s front panel
- CenterWare IS

Using the Printer’s Front Panel

To turn Intelligent Ready mode on/off:

1. Select **Printer Setup**, then press the **OK** button.
2. Select **Printer Controls**, then press the **OK** button.
3. Select **Intelligent Ready**.
4. Press the **OK** button to turn on/off **Intelligent Ready**.
5. Select **Exit**, then press the **OK** button to return to the main menu.

Using CentreWare IS

To select Intelligent Ready mode or to schedule warmup/standby settings:

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 **Properties**.
4. Click **Warmup** on the left sidebar.
5. Click the **Warmup Mode** drop-down list and select **Intelligent Ready**, **Scheduled**, or **Job Activated**.
6. If you select **Scheduled** in Step 5, make selections for each day's warmup setting and standby setting.
7. Click **Save Changes** at the bottom of the screen.

Note

Although the front panel selections only allow you to turn Intelligent Ready Mode on or off, CentreWare IS allows you to specify particular printer Warmup Modes and settings.

Accessing Protected Mode



Turn on Protected Mode from the front panel to prevent users from changing printer settings that may impact the jobs of other users. Users can select printing features, such as color corrections, through the printer drivers. Users can access general menus that can improve the print quality of their jobs. These menus direct them to user features, while locking the menus and items in menus that the system administrator uses to manage the printer.

Using CentreWare IS

To enter or exit Protected Mode:

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 **Properties**.
4. Click the **General** folder on the left sidebar, then click **Printer Defaults**.
5. Click the **Front Panel Menu** drop-down list, then select **On** or **Off**.
 - Select **Off** to have all menus available.
 - Select **On** to lock all menu items that change printer setup values.
6. Click **Save Changes** at the bottom of the page.

Accessing Load Paper Timeout

When the printer cannot satisfy a print job's specification for paper tray, type, or size, the front panel prompts you to load the type and size specified in the print job. If you do not load the requested paper within the load paper timeout, the printer picks paper from the default tray.

To change the load paper timeout, use either:

- The printer's front panel
- CenterWare 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. Click **Properties**.
4. Click the **General** folder on the left sidebar, then click **Printer Defaults**.
5. 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.
6. Click **Save Changes** at the bottom of the screen.

Selecting Tray Settings

Tray Switching

Tray switching is controlled by the printer driver, front panel, or CentreWare IS. If a specific tray is selected, tray switching is turned off.

Tray 1 (MPT) and Tray 2, a 500-sheet adjustable tray, are standard with the Phaser 6250 printers. Additional paper feeders can be purchased:

- 500-Sheet Feeder (Tray 3)
- 1000-Sheet High-Capacity Feeder (Tray 3 and Tray 4)

The printer selects the tray from which to draw paper when:

- The front panel paper source is set to **Auto Select**, and
- The **Let printer select which tray to print from** option is selected in the printer driver.

Note

If you use the driver to specify a tray to use for your print job, tray switching is disabled for that job. If the tray becomes empty during printing, the front panel prompts you to load paper in that tray even if another tray contains the correct paper type and size for the job.

Tray Switching Settings

- If tray switching is *enabled*, and a tray runs out of paper while printing, then the printer selects another tray containing the same paper type, size, and orientation to continue printing the job.
- If tray switching is *disabled*, and a tray runs out of paper while printing, then the front panel prompts you that the tray is empty and must be refilled.

Tray Sequence

You can specify the sequence the printer uses to select trays containing the correct paper type and size for a print job. When a tray runs out of the correct paper during printing, the printer selects the next tray in the sequence containing the correct paper type and size to continue printing the job.

For example, if the tray sequence is set to 4-3-2, the printer selects paper from Tray 4 to print a job. If Tray 4 does not contain the requested paper, or runs out of paper while printing, the printer selects Tray 3. If neither Tray 4 nor Tray 3 contains the requested paper, or is out of paper, then Tray 2 is selected.

You can specify the tray sequence by 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. (If you want to turn off tray switching, select **Off**.)
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. (If you want to turn off tray switching, select **Off**.)
6. Click the **Save Changes** button at the bottom of the screen.

Selecting the Default Tray

If you do not want to use tray switching, you can specify a default tray to use for printing jobs. The default tray contains the paper type and size used for printing jobs. When the default tray is empty, or contains a different paper type, you are prompted to load the correct paper type in the tray even if another tray contains the correct paper type and size for the job.

You can select the default tray by two different methods:

- The printer's front panel
- CentreWare IS

Using the Front Panel

To select a default tray:

1. 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 to use as the default tray. (If you want tray switching enabled, select **Auto Select**.)
5. Press the **OK** button to save the change.

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. Click **Properties**.
4. Select **Printer Defaults** in the left sidebar.
5. Select the tray from the **Paper Source** drop-down list.
6. Click **Save Changes** at the bottom of the screen.

Note

The driver overrides the front panel settings for tray selection.

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.