Menu Map

Menus list

Paper Menu

Default Source
Paper Size/Type
Configure MP
Substitute Size
Paper Texture
Paper Weight
Paper Loading
Custom Types
Custom Names
Custom Bin Names
Universal Setup
Bin Setup

Reports

Menu Settings Page
Device Statistics
Stapler Test
Network Setup Page [1]
Profiles List
Print Fonts
Print Directory
Asset Report

Network/Ports

Active NIC
Standard Network [2]
Standard USB
Parallel [x]
Serial [x]
SMTP Setup

Security

Edit Security Setups [3]
Miscellaneous Security Settings
Confidential Print
Disk Wiping
Security Audit Log
Set Date and Time

Settings

General Settings
Flash Drive Menu
Print Settings

Help

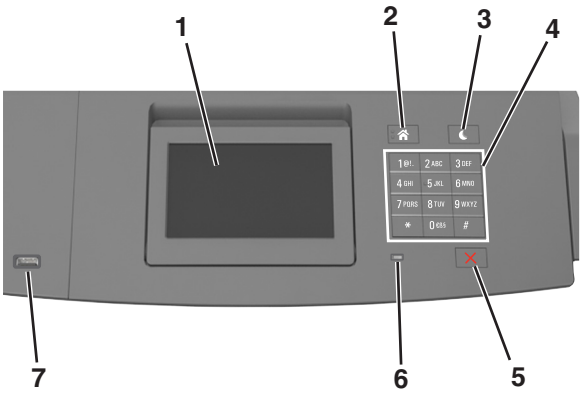
Print All Guides
Print Quality
Printing Guide
Media Guide
Print Defects Guide
Menu Map
Information Guide
Connection Guide
Moving Guide
Supplies Guide

[1] Depending on the printer setup, this menu item appears as Network Setup Page or Network [x] Setup Page.

[2] Depending on the printer setup, this menu item appears as Standard Network or Network [x].

[3] This menu appears only in select touch-screen printer models.

Using the printer control panel



	Use the	To
1	Display	• View the printer status. • Set up and operate the printer.
2	Home button	Go to the home screen.
3	Sleep button	Enable Sleep mode or Hibernate mode. Do the following to wake the printer from Sleep Mode: • Press any hard button. • Pull out Tray 1 or load paper in the multipurpose feeder. • Open a door or cover. • Send a print job from the computer. • Perform a power-on reset with the main power switch. • Attach a device to the USB port on the printer.
4	Keypad	Enter numbers, letters, or symbols.
5	Stop or Cancel button	Stop all printer activity.
6	Indicator light	Check the status of the printer.
7	USB port	Connect a flash drive to the printer. **Note:** Only the front USB port supports flash drives.

Understanding the colors of the indicator and Sleep button lights

The colors of the indicator and Sleep button lights on the printer control panel signify a certain printer status or condition.

Indicator light color and its corresponding printer status

Indicator light	Printer status
Off	The printer is off or in Hibernate mode.
Blinking green	The printer is warming up, processing data, or printing.
Solid green	The printer is on, but idle.
Blinking red	The printer requires user intervention.

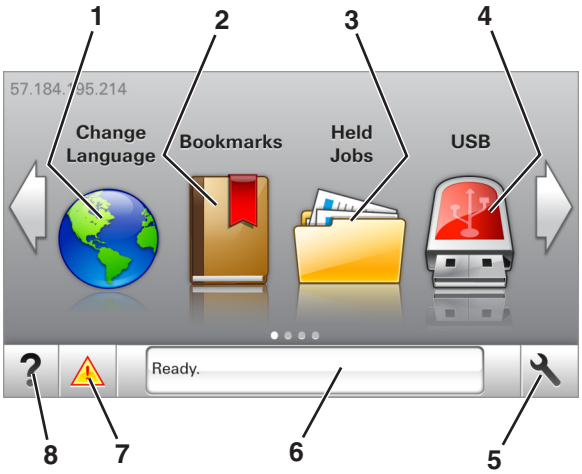
Sleep button light color and its corresponding printer status

Sleep button light	Printer status
Off	The printer is off, idle or in Ready state.
Solid amber	The printer is in Sleep mode.
Blinking amber	The printer is entering or waking from Hibernate mode.
Blinking amber for 0.1 second, then goes completely off for 1.9 seconds in a slow, pulsing pattern	The printer is in Hibernate mode.

Understanding the home screen

When the printer is turned on, the display shows a basic screen, referred to as the home screen. Use the home screen buttons and icons to initiate an action.

Note: Your home screen may vary depending on your home screen customization settings, administrative setup, and active embedded solutions.



Touch		To
1	Change Language	Change the primary language of the printer.
2	Bookmarks	Create, organize, and save a set of bookmarks (URLs) into a tree view of folders and file links. **Note:** The tree view does not include bookmarks created within Forms and Favorites, and the ones in the tree are not usable in Forms and Favorites.
3	Held Jobs	Display all current held jobs.
4	USB	View, select, or print photos and documents from a flash drive. **Note:** This icon appears only when you return to the home screen while a memory card or flash drive is connected to the printer.
5	Menus	Access printer menus. **Note:** These menus are available only when the printer is in ready state.
6	Status message bar	• Show the current printer status such as `Ready` or `Busy`. • Show printer conditions such as `Imaging unit low` or `Cartridge Low`. • Show intervention messages and the instructions on how to clear them.

Touch		To
7	Status/Supplies	• Show a printer warning or error message whenever the printer requires intervention to continue processing. • View more information on the printer warning or message, and on how to clear it.
8	Tips	View a context-sensitive help information.

This may also appear on the home screen:

Touch	To
Search Held Jobs	Search current held jobs.
Jobs by user	Access print jobs saved by user.
Profiles and Solutions	Access profiles and solutions.

Features

Feature	Description
Attendance message alert	If an attendance message affects a function, then this icon appears and the red indicator light blinks.
Warning	If an error condition occurs, then this icon appears.
Printer IP address Example: `123.123.123.123`	The IP address of your printer is located at the top left corner of the home screen and appears as four sets of numbers separated by periods. You can use the IP address when accessing the Embedded Web Server to view and remotely configure printer settings even when you are not physically near the printer.