Xerox® Phaser® 6022
Color Printer

Imprimante couleur

User Guide
Guide d'utilisation

Italiano	Guida per l'utente	**Svenska**	Användarhandbok	**Čeština**	Uživatelská příručka
Deutsch	Benutzerhandbuch	**Dansk**	Betjeningsvejledning	**Polski**	Przewodnik użytkownika
Español	Guía del usuario	**Suomi**	Käyttöopas	**Magyar**	Felhasználói útmutató
Português	Guia do usuário	**Norsk**	Brukerhåndbok	**Türkçe**	Kullanıcı Kılavuzu
Nederlands	Gebruikershandleiding	**Русский**	Руководство пользователя	**Ελληνικά**	Εγχειρίδιο χρήστη

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Safety

1

This chapter includes:

Your printer and the recommended supplies have been designed and tested to meet strict safety requirements. Attention to the following information ensures the continued safe operation of your Xerox printer.

Notices and Safety

Please read the following instructions carefully before operating your printer. Refer to these instructions to ensure the continued safe operation of your printer.

Your Xerox® printer and supplies are designed and tested to meet strict safety requirements. These include safety agency evaluation and certification, and compliance with electromagnetic regulations and established environmental standards.

The safety and environment testing and performance of this product have been verified using Xerox® materials only.

> Note: Unauthorized alterations, which can include the addition of new functions or connection of external devices, can affect the product certification. Please contact your Xerox representative for more information.

Electrical Safety

This section includes:

General Guidelines

⚠ **WARNINGS:**

- Do not push objects into slots or openings on the printer. Touching a voltage point or shorting out a part could result in fire or electric shock.
- Do not remove the covers or guards that are fastened with screws unless you are installing optional equipment and are instructed to do so. Turn off the printer when performing these installations. Disconnect the power cord when removing covers and guards for installing optional equipment. Except for user-installable options, there are no parts that you can maintain or service behind these covers.

The following are hazards to your safety:

- The power cord is damaged or frayed.
- Liquid is spilled into the printer.
- The printer is exposed to water.
- The printer emits smoke, or the surface is unusually hot.
- The printer emits unusual noise or odors.
- The printer causes a circuit breaker, fuse, or other safety device to activate.

If any of these conditions occur, do the following:

1. Turn off the printer immediately.
2. Disconnect the power cord from the electrical outlet.
3. Call an authorized service representative.

Power Cord

Use the power cord supplied with your printer.

*   Plug the power cord directly into a properly grounded electrical outlet. Ensure that each end of the cord is connected securely. If you do not know if an outlet is grounded, ask an electrician to check the outlet.

⚠️ **WARNING:** To avoid risk of fire or electrical shock, do not use extension cords, power strips, or power plugs for more than 90 days. When a permanent outlet receptacle cannot be installed, use only one factory-assembled extension cord of the appropriate gauge per printer or multifunction printer. Always adhere to national and local building, fire, and electrical codes regarding length of cord, conductor size, grounding, and protection.

*   Do not use a ground adapter plug to connect the printer to an electrical outlet that does not have a ground connection terminal.
*   Verify that the printer is plugged into an outlet that is providing the correct voltage and power. Review the electrical specification of the printer with an electrician if necessary.
*   Do not place the printer in an area where people can step on the power cord.
*   Do not place objects on the power cord.
*   Do not plug or unplug the power cord while the power switch is in the On position.
*   If the power cord becomes frayed or worn, replace it.
*   To avoid electrical shock and damage to the cord, grasp the plug when unplugging the power cord.

The power cord is attached to the printer as a plug-in device on the back of the printer. If it is necessary to disconnect all electrical power from the printer, disconnect the power cord from the electrical outlet.

Emergency Turn Off

If any of the following conditions occur, turn off the printer immediately and disconnect the power cord from the electrical outlet. Contact an authorized Xerox service representative to correct the problem if:

*   The equipment emits unusual odors or makes unusual noises.
*   The power cable is damaged or frayed.
*   A wall panel circuit breaker, fuse, or other safety device has been tripped.
*   Liquid is spilled into the printer.
*   The printer is exposed to water.
*   Any part of the printer is damaged.

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 helps to ensure the continued, safe operation of your printer.

Operational Guidelines

- Do not remove any trays while the printer is printing.
- Do not open the doors when the printer is printing.
- Do not move the printer while is printing.
- Keep hands, hair, neckties, and so on away from the exit and feed rollers.
- Covers, which require tools for removal, protect the hazard areas within the printer. Do not remove the protective covers.
- Do not override any electrical or mechanical interlock devices.
- Do not attempt to remove paper that is jammed deeply inside the product. Switch off the product promptly and contact your local Xerox representative.

⚠️ **WARNING:** The metallic surfaces in the fuser area are hot. Always use caution when removing paper jams from this area and avoid touching any metallic surfaces.

Ozone Release

This printer produces ozone during normal operation. The amount of ozone produced is dependent on copy volume. Ozone is heavier than air and is not produced in amounts large enough to harm anyone. Install the printer in a well-ventilated room.

For more information in the United States and Canada, go to www.xerox.com/environment. In other markets, please contact your local Xerox representative or go to www.xerox.com/environment_europe.

Printer Location

- Place the printer on a level, solid, non-vibrating surface with adequate strength to hold its weight. To find the weight for your printer configuration, see Physical Specifications on page 121.
- Do not block or cover the slots or openings on the printer. These openings are provided for ventilation and to prevent overheating of the printer.
- Place the printer in an area where there is adequate space for operation and servicing.
- Place the printer in a dust-free area.
- Do not store or operate the printer in an extremely hot, cold, or humid environment.
- Do not place the printer near a heat source.
- Do not place the printer in direct sunlight to avoid exposure to light-sensitive components.
- Do not place the printer where it is directly exposed to the cold air flow from an air conditioning system.
- Do not place the printer in locations susceptible to vibrations.
- For optimum performance, use the printer at the elevations specified in Elevation on page 122.

Printer Supplies

- Use the supplies designed for your printer. The use of unsuitable materials can cause poor performance and a possible safety hazard.
- Follow all warnings and instructions marked on, or supplied with, the product, options, and supplies.
- Store all consumables in accordance with the instructions given on the package or container.
- Keep all consumables away from the reach of children.
- Never throw toner, print/drum cartridges, or toner containers into an open flame.
- When handling cartridges, for example toner and such, avoid skin or eye contact. Eye contact can cause irritation and inflammation. Do not attempt to disassemble the cartridge, which can increase the risk of skin or eye contact.

⚠ **CAUTION:** Use of non-Xerox supplies is not recommended. The Xerox Warranty, Service Agreement, and Total Satisfaction Guarantee do not cover damage, malfunction, or degradation of performance caused by use of non-Xerox supplies, or the use of Xerox supplies not specified for this printer. The Total Satisfaction Guarantee is available in the United States and Canada. Coverage could vary outside these areas. Please contact your Xerox representative for details.

Maintenance Safety
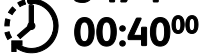
- Do not attempt any maintenance procedure that is not specifically described in the documentation supplied with your printer.
- Clean with a dry lint-free cloth only.
- Do not burn any consumables or routine maintenance items. For information on Xerox® supplies recycling programs, go to www.xerox.com/gwa.

⚠ **WARNING:**

Do not use aerosol cleaners. Aerosol cleaners can cause explosions or fires when used on electromechanical equipment.

Printer Symbols

Symbol	Description
⚠	Warning: Indicates a hazard which, if not avoided, could result in death or serious injury.
❗	Caution: Indicates a mandatory action to take in order to avoid damage to the property.
⚠	Hot surface on or in the printer. Use caution to avoid personal injury.
🔥	Do not burn the item.
💡 00:10	Do not expose the imaging unit to light for more than 10 minutes.
☀	Do not expose the imaging unit to direct sunlight.
✋	Do not touch the part or area of the printer.
⚠ 175°C 347°F 00:40^{00}	Warning: Wait for the printer to cool for the specified time before touching the fuser.
♲	This item can be recycled. For details, see Recycling and Disposal on page 135.

Environmental, Health, and Safety Contact Information

For more information on Environment, Health, and Safety in relation to this Xerox product and supplies, contact the following customer help lines:

United States and Canada: 1-800-ASK-XEROX (1-800-275-9376)

Europe: +44 1707 353 434

For product safety information in the United States and Canada, go to www.xerox.com/environment.

For product safety information in Europe, go to www.xerox.com/environment_europe.

Features

2

This chapter includes:

Parts of the Printer

This section includes:

Front View
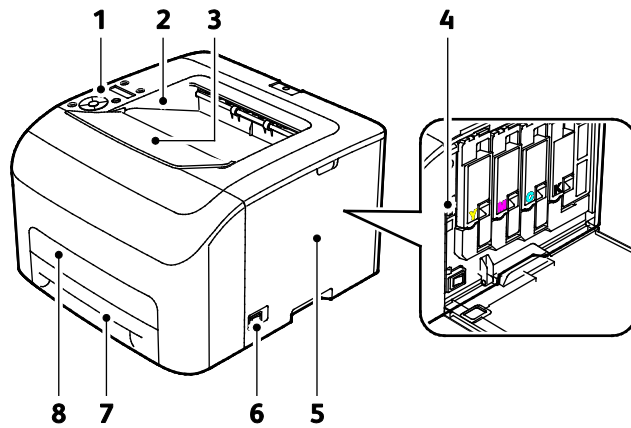
1. Control Panel
2. Output Tray
3. Output Tray Extension
4. Toner Cartridges

5. Side Door
6. Power Switch
7. Paper Tray
8. Jam Access Cover

Rear View
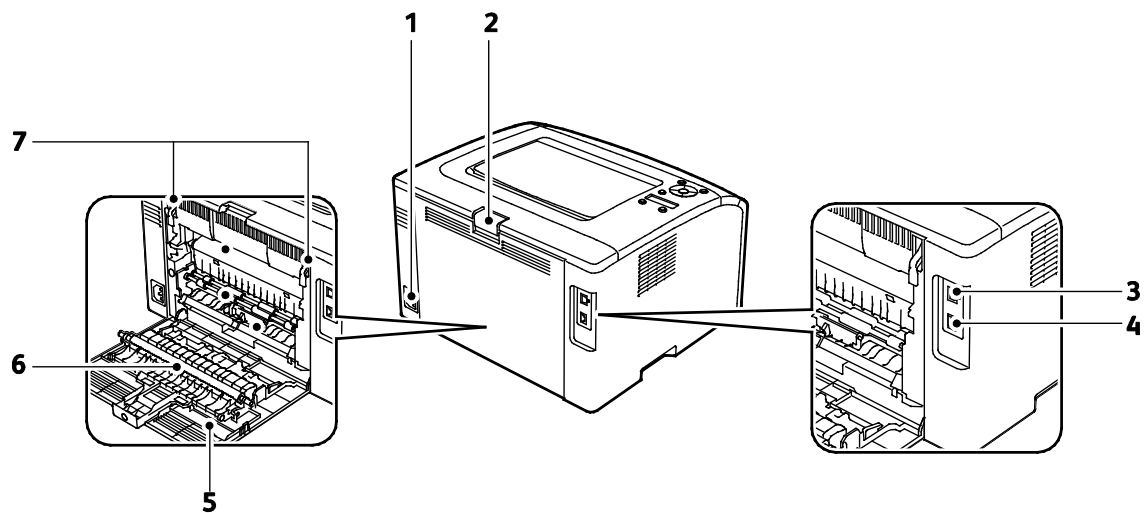
1. Power Connector
2. Rear Door Release Button
3. USB Port
4. Ethernet Connection

5. Rear Door
6. Transfer Roller
7. Fuser Roller Release Levers

Control Panel
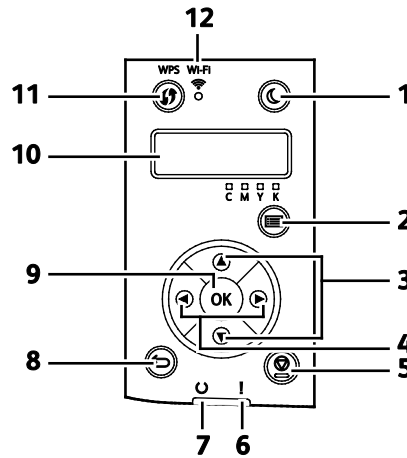
Item	Name	Description
1	Power Saver button	To enter or exit low-power mode, press the power saver button.
2	Menu Button	This button displays the Information Pages, Billing Meters, Admin, Tray Settings, and Panel Language menus.
3	Up and Down Arrow Buttons	To navigate to the next menu, item, or option, press these buttons.
4	Left and Right Arrow Buttons	To navigate forward and backward through submenus and fields, press these buttons.
5	Cancel Button	To end printing jobs, press this button.
6	Error Light	This light blinks red when an error occurs that requires technical support.
7	Ready/Data Light	The light appears green when the printer is ready to receive data, and blinks when the printer is busy receiving data.
8	Back/Return Button	To navigate up one level in a menu, press this button.
9	OK Button	This button displays the selected menu or selects the current menu option.
10	Control Panel Display	The control panel display provides information about settings, statuses, and error messages. An asterisk (*) next to a menu option indicates the current default setting.
11	WPS Button	To establish a wireless connection, first, press the button on the printer, then press the button on your wireless router.
12	Wi-Fi Light	This light indicates that a wireless connection is established between the printer and the wireless router.

Power Saver Mode

You can set the time the printer spends idle in ready mode before the printer transitions to a lower power level.

There are two levels of Power Saver mode.

- **Mode 1 (Low Power)**: The printer shifts from Ready mode to Low Power mode to reduce standby power consumption.
- **Mode 2 (Sleep)**: The printer shifts from Low Power mode to Sleep mode for a greater reduction in power consumption.

  Note: Changing the default Power Saver activation times can result in an overall higher energy consumption of the product.

Changing Power Saver Mode Settings Using the Control Panel

To change the Power Saver mode settings:

1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **PowerSaver Time Mode 1 - Low Power** or **PowerSaver Time Mode 2 - Sleep**, then press **OK**.
5. To increase or decrease the number of minutes before the printer enters Power Saver mode, press the **Up** or **Down** arrow buttons, then press **OK**.

Exiting Power Saver Mode

The printer exits Power Saver mode automatically when it receives data from a connected device.

To exit Power Saver mode manually, on the control panel, press the **Power Saver** button.

Information Pages

Your printer has a printable set of information pages. These include configuration and font information, demonstration pages, and more.

Configuration Page

The configuration page lists printer information such as default settings, installed options, network settings including IP address, and font settings. You can use the information on this page to help you configure network settings for your printer and to view page counts and system settings.

Printing the Configuration Page

1. At the printer control panel, press the Menu button.
2. Press **OK**.
3. Navigate to **Configuration**, then press **OK**.

Administrative Features

Finding the IP Address of Your Printer

You can view the IP address of your printer on the Configuration Page.

CentreWare Internet Services

CentreWare Internet Services is the administration and configuration software installed on the embedded Web server in the printer. It allows you to configure and administer the printer from a Web browser.

CentreWare Internet Services requires:
- A TCP/IP connection between the printer and the network in Windows, Macintosh, UNIX, or Linux environments.
- TCP/IP and HTTP enabled in the printer.
- A network-connected computer with a Web browser that supports JavaScript.

Accessing CentreWare Internet Services

At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

Logging In

Logging in is the process by which you identify yourself to the printer for authentication. If authentication is set, to access printer features, you log in with your user credentials.

Logging In to CentreWare Internet Services

When Administrator Mode is enabled, the Jobs, Address Book, Properties, and Support tabs are locked until you enter the administrator user name and password.

To log in to CentreWare Internet Services as the administrator:
1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

   Note: If you do not know the IP address of your printer, see Finding the IP Address of Your Printer on page 25.

2. Click the **Jobs**, **Address Book**, **Properties**, or **Support** tab.
3. Type the administrator user name.
4. Type your password, then click **Login**.

Logging In at the Control Panel

1. To enter numbers on the control panel, select an option:
   - To select a number, press the **Up** or **Down** arrow buttons.
   - To scroll quickly, hold down the **Up** or **Down** arrow buttons.
   - To move to the next number field, press the **Right** arrow button.
   - To move to the previous number field, press the **Left** arrow button.
2. When finished, press **OK**.

Meter Readings

The Billing Meters menu shows the number of processed print jobs. There is a meter for each color mode. Meter readings track the total number of pages printed for the life of the printer. You cannot reset the meter readings.

To view the Billing Meters on the control panel:

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Navigate to **Billing Meters**, then press **OK**.
3. To select a billing meter, use the **Up** or **Down** arrow buttons.

More Information

You can obtain more information about your printer from these sources:

Resource	Location
Installation Guide	Packaged with the printer.
Other documentation for your printer	www.xerox.com/office/6022docs
Technical support information for your printer; including online technical support, Online Support Assistant, and driver downloads.	www.xerox.com/office/6022support
Information about menus or error messages	Press the control panel Help (**?**) button.
Information Pages	Print from the control panel, or from CentreWare Internet Services, click **Status > Information Pages**.
CentreWare Internet Services documentation	In CentreWare Internet Services, click **Help**.
Order supplies for your printer	www.xerox.com/office/6022supplies
A resource for tools and information, including interactive tutorials, printing templates, helpful tips, and customized features to meet your individual needs.	www.xerox.com/office/businessresourcecenter
Local sales and support center	www.xerox.com/office/worldcontacts
Printer registration	www.xerox.com/office/register
Xerox® Direct online store	www.direct.xerox.com/

Installation and Setup 3

This chapter includes:

See also:

Installation Guide packaged with your printer.

Online Support Assistant at www.xerox.com/office/6022support

Installation and Setup Overview

Before printing, your computer and the printer must be plugged in, turned on, and connected. Configure the initial settings of the printer, then install the driver software and utilities on your computer.

You can connect to your printer directly from your computer using USB, or connect over a network using an Ethernet cable or wireless connection. Hardware and cabling requirements vary for the different connection methods. Routers, network hubs, network switches, modems, Ethernet cables, and USB cables are not included with your printer and must be purchased separately. Xerox recommends an Ethernet connection because it is typically faster than a USB connection, and it provides access to CentreWare Internet Services.

> Note: If the *Software and Documentation disc* is not available, you can download the latest drivers from www.xerox.com/office/6022drivers.

See also:

Selecting a Location for the Printer

1. Select a dust-free area with temperatures from 10–32°C (50–90°F), and relative humidity 15–85 % .

   Note: Sudden temperature fluctuations can affect print quality. Rapid heating of a cold room can cause condensation inside the printer, directly interfering with image transfer.

2. Place the printer on a level, solid, non-vibrating surface with adequate strength for the weight of the printer. The printer must be horizontal with all four feet in solid contact with the surface. To find the weight for your printer configuration, see Physical Specifications on page 121.

After positioning the printer, you are ready to connect it to the power source and computer or network.

See also:

Total Space Requirements on page 121
Clearance Requirements on page 121

Connecting the Printer

This section includes:

Selecting a Connection Method

You can connect to your printer directly using Ethernet, USB, wireless, or Wi-Fi Direct. The method you select depends on how your computer connects to the network. A USB connection is a direct connection and is the easiest to set up. A wireless connection is used for networking. If you are using a network connection, it is important to understand how your computer is connected to the network. For details, see About TCP/IP and IP Addresses on page 43.

Note: Hardware and cabling requirements vary for the different connection methods.

- **Network**: If your computer is connected to an office network or home network, use an Ethernet cable to connect the printer to the network. You cannot connect the printer directly to the computer. It must be connected through a router or hub. An Ethernet network can be used for one or more computers and supports many printers and systems simultaneously. Ethernet connection is typically faster than USB and allows you direct access to the settings of the printer using CentreWare Internet Services.

- **Wireless Network**: If your computer includes a wireless router or wireless access point, you can connect the printer to the network with a wireless connection. A wireless network connection provides the same access and services as a wired connection provides. A wireless network connection is typically faster than USB and allows direct access to the setting of the printer using CentreWare Internet Services.

You can connect to your printer from a Wi-Fi mobile device, such as a tablet, computer, or smart phone, using Wi-Fi Direct.

Note: Wi-Fi Direct is disabled by default. Xerox recommends that only one user at a time accesses the printer using Wi-Fi Direct.

Note: A Wi-Fi Direct connection does not provide network access.

- **USB**: If you connect the printer to one computer and do not have a network, you can use a USB connection.

Note: A USB connection does not provide access to CentreWare Internet Services.

Connecting to a Computer Using USB

To use USB, you must have Windows XP SP1 and later, Windows Server 2003 and later, or Macintosh OS X version 10.5 and later.

To connect the printer to the computer using a USB cable:

1. Ensure that the printer is turned off.
2. Connect the B end of a standard A/B USB 2.0 cable to the USB Port on the back of the printer.
3. Attach the power cord and then plug in the printer and turn it on.
4. Connect the A end of the USB cable to the USB Port on the computer.
5. When the Windows Found New Hardware Wizard appears, cancel it.
6. You are ready to install the print drivers. For details, see Installing the Software on page 39.

Connecting to a Wired Network

1. Ensure that the printer is turned off.
2. Attach a Category 5 or better Ethernet cable from the printer to the network or router socket. Use an Ethernet hub or router, and two or more Ethernet cables. Connect the computer to the hub or router with one cable, then connect the printer to the hub or router with the second cable. Connect to any port on the hub or router except the uplink port.
3. Attach the power cord, then plug in the printer and turn it on.
4. Set or automatically discover the network IP address of the printer. For details, see Assigning the IP Address of the Printer on page 45.

Connecting to a Wireless Network

You can connect to a wireless network using the *Software and Documentation disc* included with your printer or from the printer control panel.

Notes:

- You can connect using the 3-click connection method one time on the first installation attempt only.
- WPA2 Enterprise networks are not supported.
- The 3-click connection method is supported for Windows 7 and later only.

Connecting with 3-Click Connection

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer.

    If the installer does not start automatically, navigate to the drive, and double-click the **Setup.exe** installer file.
2. Click **Setup Printer and Install Software**.
3. At the License Agreement, select **I Agree**, then click **Next**.
4. On the Select a Connection Method screen, click **Wireless**. If a wireless connection is established, the Xerox Printer Found screen appears.
5. To connect to the wireless network, click **Next**, or click **Connect to a different wireless network**.
6. To complete the installation, click **Finish**.

Note: If a connection is not established, select **Search for Networks** or **WPS**. For details, see Searching for Networks on page 35 or Connecting Using WPS on page 34.

Connecting Using Wi-Fi Protected Setup (WPS)

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer.

    If the installer does not start automatically, navigate to the drive, and double-click the **Setup.exe** installer file.
2. Click **Setup Printer and Install Software**.
3. At the License Agreement, select **I Agree**, then click **Next**.
4. On the Select a Connection Method screen, click **Wireless**.
5. Click **WPS**.
6. At the prompt, press and hold the WPS button on the printer for two seconds.
7. After you press the WPS button on the printer, within two minutes, press and hold the WPS button on your wireless router for two seconds.
8. After you press both buttons, click **Next**.
9. In the printer list, select your printer.

    Note: You can name your printer and choose to share it on the network or set it as your default printer.
10. In the Software and Documentation window, clear the check box for any undesired options.
11. Click **Next**.
12. To complete the installation, click **Finish**.

Connecting Using Searching for Networks

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer. If the installer does not start automatically, navigate to the drive, and double-click the **Setup.exe** installer file.
2. Click **Setup Printer and Install Software**.
3. At the License Agreement, select **I Agree**, then click **Next**.
4. On the Select a Connection Method screen, click **Wireless**.
5. On the Select a Wireless Setup Method screen, click **Search for Networks**.
6. Ensure that the USB cable is connected properly.
7. Select a network, then click **Next**.
8. Enter the passphrase for your wireless network, then click **Next**.
9. On the Configure Printer screen, click **Next**, or to configure IP settings manually, click **Advanced**.
10. At the prompt, remove the USB cable from the printer, then click **Next**.
11. In the printer list, select your printer.

    Note: You can name your printer and choose to share it on the network or set it as your default printer.

12. Select **Install printer driver**, then click **Next**.
13. In the Software and Documentation window, clear the check box for any undesired options.
14. Click **Next**.
15. To complete the installation, click **Finish**.

Connecting to a Wireless Network from the Control Panel

You can connect your printer directly to a wireless network from the printer control panel. You do not require a computer to connect your printer to the network.

To connect using automatic SSID setup:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to Network, then press **OK**.
4. Navigate to Wi-Fi Setup, then press **OK**.
5. Select the desired network, then press **OK**.
6. Enter the passcode or WEP key, then press **OK**.

To connect using manual SSID setup:

1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to Network, then press **OK**.
4. Navigate to Wi-Fi Setup, then press **OK**.
5. Navigate to Manual Setup, then press **OK**.
6. Enter the network SSID, then press **OK**.
7. For Network Mode, select an option, then press **OK**.
8. Select an encryption type, then press **OK**.
9. Enter the passcode or WEP key, then press **OK**.

Connecting to Wi-Fi Direct

You can connect to your printer from a Wi-Fi mobile device, such as a tablet, computer, or smart phone, using Wi-Fi Direct.

Note: Wi-Fi Direct is disabled by default.

Connecting with Wi-Fi Direct from Your Mobile Device

To connect with Wi-Fi Direct, follow the directions provided with your mobile device.

Disabling Wireless Networking from the Control Panel

You can disable the wireless network from the printer control panel.

To disable wireless networking from the Control Panel:

1. At the printer control panel, press the **System** button.
2. To navigate to the Admin menu, use the Up and Down arrows, then press **OK**.
3. Navigate to **Network**, then press **OK**.
4. Navigate to Wi-Fi, then press **OK**.
5. Select **Off**, then press **OK**.

Configuring AirPrint

Use AirPrint to print from a wired or wireless device directly without using a print driver. AirPrint is a software feature that allows you to print from wired or wireless Apple iOS-based mobile devices and Mac OS-based devices without the need to install a print driver. AirPrint-enabled printers allow you to print or fax directly from a Mac, an iPhone, iPad, or iPod touch.

Notes:

- Not all applications support AirPrint.
- Wireless devices must join the same wireless network as the printer.
- For AirPrint to function, both IPP and Bonjour (mDNS) protocols must be enabled.
- The device that submits the AirPrint job must be on the same subnet as the printer. To allow devices to print from different subnets, configure your network to pass multicast DNS traffic across subnets.
- The Mac OS device must be Mac OS 10.7 or later.
- AirPrint-enabled printers work with all models of iPad, iPhone (3GS or later), and iPod touch (3rd generation or later), running the latest version of iOS.

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

   Note: If you do not know the IP address of your printer, see Finding the IP Address of Your Printer on page 25.

2. Click **Properties**.
3. If the Protocols link is not expanded under Properties, scroll to the Protocols link and expand it.
4. Under Protocols, click **AirPrint**.
5. To enable AirPrint, next to Enable AirPrint, click **Turn On AirPrint**.

   Note: AirPrint is enabled by default when IPP and Bonjour (mDNS) are both enabled. When AirPrint is enabled, Turn On AirPrint is not selectable. To disable AirPrint, disable either IPP or Bonjour (mDNS) protocols.

   - To change the printer name, in the Name field, enter a new name.
   - To enter a location for the printer, in the Location field, enter the location of the printer.
   - To enter a physical location or address for the printer, in the Geo-Location field, enter the geographic latitude and longitude coordinates in decimal form. For example, use coordinates like 45.325026, -122.766831 for a location.

6. Click **Save Changes**.
7. At the prompt, click **Restart**, or click **Back** to cancel.

   If you click Restart, the printer takes several minutes to restart and apply the new settings.

Google Cloud Print

Google Cloud Print allows you to print documents that are stored in the cloud without using a print driver.

Before you begin:
* Set up a Google email account.
* Configure the printer to use IPv4.
* Configure Proxy Server settings as needed.

To configure Google Cloud Print:
1. Click **Register This Device to Google Cloud Print**.

   A printer registration page prints.
2. To register the printer, in your Web browser, type the URL provided, or use your mobile phone to scan the barcode.

   Once registered, the word Registered appears in the printer status.
3. To access the Google Cloud Print feature, in your Google account, click **Manage Your Printer**.

   Note: The default printer name appears in this format: Model name (MAC address).

Installing the Software

This section includes:

Before installing driver software, verify that the printer is plugged in, turned on, connected correctly, and has a valid IP address. The IP address usually appears in the upper right corner of the control panel. If you cannot find the IP address, see Finding the IP Address of Your Printer on page 25.

If the *Software and Documentation disc* is not available, download the latest drivers from www.xerox.com/office/6022drivers.

Operating System Requirements

- Windows XP SP3, Windows Vista, Windows 7, Windows 8, Windows Server 2003, Windows Server 2008, Windows Server 2008 R2, and Windows Server 2012.
- Macintosh OS X version 10.5 and later
- UNIX and Linux: Your printer supports connection to various UNIX platforms through the network interface.

Available Print Drivers

To access special printing options, use a Xerox® print driver. The following print drivers are available for various operating systems. To download the latest driver, go to www.xerox.com/office/6022drivers.

Print Driver	Source	Description
Windows PCL Driver	*Software and Documentation disc* and Web	PCL is the default print driver. PCL provides optimal print speed and compatibility with documents created for older printers.
Windows PostScript Driver	*Software and Documentation disc* and Web	To take full advantage of the custom features of your printer, use the PostScript print driver.
Macintosh OS X version 10.5 and later PostScript Driver	*Software and Documentation disc* and Web	This print driver enables printing from a Macintosh OS X version 10.5 and later operating system.

Installing the Print Drivers for a Windows Network Printer

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer. If the installer does not start automatically, navigate to the drive, and double-click the **Setup.exe** installer file.
2. Click **Install Software**.
3. At the License Agreement, select **I Agree**, then click **Next**.
4. Select **Network Installation**, then click **Next**.
5. From the list of discovered printers, select your printer, then click **Next**.

    Notes:

    - When installing drivers for a network printer, if you do not see your printer in the list, click the **IP Address or DNS Name** button. In the IP Address or DNS Name field, type the IP address of your printer, then click **Search** to locate your printer. If you do not know the IP address of the printer, see Finding the IP Address of Your Printer on page 25.
    - To enable continued use of the printer even if the IP Address assigned by the DHCP server changes, you can use the installer or CentreWare Internet Services.

6. In the printer list, select your printer.

    Note: You can name your printer and choose to share it on the network or set it as your default printer.

7. Click **Next**.
8. In the Software and Documentation window, clear the check box for any undesired options.
9. Click **Next**.
10. To complete the installation, click **Finish**.

Installing the Print Drivers for a Windows USB Printer

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer.

    If the installer does not start automatically, navigate to the drive, and double-click the **Setup.exe** installer file.
2. Click **Install Software**.
3. At the License Agreement, select **I Agree**, then click **Next**.
4. To install the printer support software, select **Software**, then click **Next**.
5. In the Software and Documentation window, clear the check box for any undesired options.
6. Click **Next**.
7. To complete the installation, click **Finish**.

Installing the Drivers and Utilities for Macintosh OS X Version 10.5 and Later

This section includes:

To access all features of the printer, you must:

1. Install the print driver.
2. Add the printer.

   Note: Before installing drivers, verify that the printer is plugged in, turned on, and connected to an active network or by USB. Ensure that the printer is receiving network information by monitoring the LEDs on the back of the printer near the Ethernet cable connection. When the printer is connected to a functioning network and receiving traffic, the link LED is green, and its amber traffic LED flashes rapidly.

Installing the Print Driver

1. Insert the *Software and Documentation disc* into the appropriate drive on your computer.

   Note: If the *Software and Documentation disc* is not available, you can download the latest drivers from www.xerox.com/office/6022drivers.

2. Double-click **Phaser 6022 Installer**.
3. At the Introduction installer window, click **Continue**.
4. At the License Agreement, select **I Agree**, then click **Next**.
5. Select the destination disk, then click **Continue**.
6. To change the location of the driver installation, click **Change Install Location**.
7. Click **Install**.
8. If prompted, enter your password, then click **OK**.
9. Click **Continue Installation**.
10. To complete the installation and restart your computer, when the print driver finishes installing, click **Restart**.

Adding the Printer

For networking, set up your printer using Bonjour (Rendezvous), or connect using the IP address of your printer for an LPD/LPR connection. For a non-network printer, create a desktop USB connection.

To add the printer using Bonjour:
1. From the computer Applications folder or from the dock, open **System Preferences**.
2. Click **Print & Fax**.
   The list of printers appears on the left of the window.
3. Click the plus button (**+**) under the list of printers.
4. Click the **Default** icon at the top of the window.
5. Select your printer from the list and click **Add**.

   Note: If your printer was not detected, verify that the printer is on and that the Ethernet or USB cable is connected properly.

To add the printer by specifying the IP address:
1. From the computer Applications folder or from the dock, open **System Preferences**.
2. Click **Print & Fax**.
   The list of printers appears on the left of the window.
3. Click the plus button (**+**) under the list of printers.
4. Click **IP**.
5. From the Protocol drop-down menu, select the protocol.
6. In the Address field, enter the IP address of the printer.
7. In the Name field, enter a name for the printer.
8. From the Print Using drop-down list, choose **Select a driver to use**.
9. Select the print driver for your printer model from the list.
10. Click **Add**.

See also:

Online Support Assistant at: www.xerox.com/office/6022support

Configuring Network Settings

This section includes:

About TCP/IP and IP Addresses

Computers and printers use TCP/IP protocols to communicate over a network. Macintosh computers use either TCP/IP or the Bonjour protocol to communicate with a network printer. For Macintosh OS X systems, TCP/IP is preferred.

With TCP/IP protocols, each printer and computer must have a unique IP address. Many networks as well as cable and DSL routers have a DHCP server. A DHCP server assigns an IP address to every computer and printer on the network that is configured to use DHCP, automatically.

If you are connected to the Internet using cable or DSL, check with your carrier for information on IP addressing.

Finding the IP Address of the Printer Using the Control Panel

To install the print drivers for a network-connected printer, you need the IP address of your printer. You also need the IP address to access the settings of your printer through CentreWare Internet Services. You can view the IP address of your printer on the Configuration Page or on the control panel.

After the printer has been on for two minutes, you can print the Configuration Page. The TCP/IP address appears in the Network section of the page. If the IP address listed on the page is 0.0.0.0, the printer needs more time to acquire an IP address from the DHCP server. Wait two minutes, then print the Configuration Page again.

To print the Configuration Page:

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Navigate to Information Pages, then press **OK**.
3. Navigate to **Configuration**, then press **OK**.

   The IP address of the printer is listed in the Wired Network section of the page.

To view the IP address of the printer on the control panel:

1. At the printer control panel, press the **Menu** button.

    Note: To navigate through the menu, use the arrow buttons.

2. Navigate to **Admin Menu**, then press **OK**.
3. Navigate to **Network**, then press **OK**.
4. Navigate to **TCP/IP**, then press **OK**.
5. Navigate to **IPv4**, then press **OK**.
6. Navigate to **IP Address**, then press **OK**.

    The IP address of the printer appears on the IP Address screen.

Assigning the Printer IP Address

This section includes:

By default, the printer is set to acquire an IP address from the network server using DHCP. Network addresses assigned by DHCP are temporary, however. After a specified time, the network could assign a new IP address to the printer. If the print driver is set to an IP address that change periodically, you can experience connectivity issues. To avoid problems, or if your network administrator requires a static IP address for the printer, you can assign the IP address to the printer.

Note: You can view the IP address of your printer on the control panel or on the Configuration Report. For details, see Printing the Configuration Report.

See also:

Assigning the IP Address Automatically

1. At the printer control panel, press the Menu button.
2. To select **Admin Menu**, press the arrow buttons, then press **OK**.
3. Navigate to Network, then press **OK**.
4. To select **TCP/IP**, press the **Down** Arrow button, then press **OK**.
5. Select an IPv4 mode, then press **OK**.
6. At **Get IP Address**, press **OK**.
7. Navigate to **DHCP/AutoIP**, then press **OK**.
8. To return to the Ready screen, press **Return**.

Assigning the IP Address Manually

You can assign a static IP address to your printer from the printer control panel. Once an IP address is assigned, you can change it using CentreWare Internet Services.

To assign a static IP address to the printer, you need the following information:

- An IP address properly configured for your network
- The Network Mask address
- The default Router/Gateway address

If you are on a network managed by a network administrator, contact your network administrator to obtain the network information.

For a home network using routers or other devices to connect the printer to the network, refer to the device instructions on assigning network addresses. The router or device documentation can give you a range of acceptable address numbers you can use. It is important that the addresses be similar to the IP addresses used by other printers and computers on the network, but not the same. Only the last digit must be different. For example, your printer can have the IPv4 address 192.168.1.2 while your computer has the IP address 192.168.1.3. Another device can have the IP address 192.168.1.4.

The router could assign the static IP address of the printer to another computer that obtains its IP address dynamically. To avoid having the IP address reassigned, give the printer an address at the higher end of the range allowed by the router or device. For example, if your computer has IP address 192.168.1.2, and your device allows IP addresses to 192.168.1.25, select an address between 192.168.1.20 and 192.168.1.25.

In IPv6 network configurations, the IPv6 address is assigned automatically.

To assign a static IP address to the printer:
1. At the printer control panel, press the Menu button.
2. To select **Admin Menu**, press the arrow buttons, then press **OK**.
3. Navigate to Network, then press **OK**.
4. To select **TCP/IP**, press the **Down** Arrow button, then press **OK**.
5. Select an IPv4 mode, then press **OK**.
6. At **Get IP Address**, press **OK**.
7. To select **Panel**, press the arrow buttons, then to enable this option, press **OK**.
8. To return to the IPv4 menu, press **Return** once.
9. To select **IP Address**, press the arrow buttons, then press **OK**.
   When undefined, the address is 000.000.000.000.
10. Set the IP address.
    a. In the first field, to enter the desired number, press the arrow buttons.
    b. To move to the next field, press the forward arrow, then enter the desired number.
    c. Move to the next two fields, then enter the desired numbers.

    Note: To scroll quickly to a number, press the arrows. To return to a field, press the back arrow.

    d. When finished, to confirm the address, press **OK**.

11. To return to IP Address, press the back arrow once.

12. To select **Network Mask**, press the down arrow, then press **OK**. Set the Network Mask address in the same manner that you set the IP address.

13. To return to Network Mask, press the back arrow once.

14. To select **Gateway Address**, press the down arrow, then press **OK**. Set the Gateway address in the same manner that you set the IP address.

15. To return to the Ready screen, press **Return**.

16. To verify the new settings, print the Configuration Page.

You are ready to install the software.

See also:

Online Support Assistant at: www.xerox.com/office/6022support

Changing the IP Address Using CentreWare Internet Services

To change the IP address of the printer using CentreWare Internet Services:

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.

   Note: If you do not know the IP address of your printer, see Finding the IP Address of Your Printer on page 25.

2. Click the **Properties** link.
   If the Protocols link is not expanded under Properties, scroll to the Protocols link and expand it.

3. Click **TCP/IP**.

4. In the IPv4 section of the page, make the desired changes. For example, to change the way the printer acquires the IP address, in the Get IP Address field, select a method from the drop-down list.

5. After changing the address information, scroll to the bottom of the page and click **Save Changes**.

Changing the IP Address Using the Installer with USB

1. From your installer disk, click **Setup Printer and Install Software**.
2. At the License Agreement, select **I Agree**, then click **Next**.
3. On the Select a Connection Method screen, click **Wireless**.
4. On the Select a Wireless Setup Method screen, click **Search for Networks**.
5. Ensure that the USB cable is connected properly.
6. Select a network, then click **Next**.
7. Enter the passphrase for your wireless network, then click **Next**.
8. For the Configure Printer screen, click **Advanced**.
9. For the IP Address Settings screen, modify the settings as needed then, click **Next**.
10. At the prompt, remove the USB cable from the printer, then click **Next**.
11. In the printer list, select your printer.
12. In the Software and Documentation window, clear the check box for any undesired options.
13. Click **Next**.
14. To complete the installation, click **Finish**.

Configuring General Setup Using CentreWare Internet Services

This section includes:

General Setup in CentreWare Internet Services allows you to configure printer settings onscreen using your Web browser.

Viewing Printer Information

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. To expand the menu, in the Properties pane, for the General folder, click the plus symbol (**+**).
4. For Printer Defaults, locate the printer model number, serial number, and printer name.
5. For Port Enabling, locate the version numbers for each of the page description languages that are installed on the printer.

Configuring Printer Defaults

The Printer Defaults page displays the printer model information and product code or serial number. It also provides a place to enter the name and location of the printer and the name and email address of the contact.

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. To expand the menu, in the Properties pane, for the General folder, click the plus symbol (**+**).
4. Click **Printer Defaults**.
5. In the fields, type descriptive information as needed.
6. Click **Save Changes**.

Resetting the Printer

Using Software Resets to restart the printer is faster and wastes fewer consumables than powering the printer on and off. Restarting the printer can take up to five minutes during which time CentreWare Internet Services is not available.

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. To expand the menu, in the Properties pane, for the General folder, click the plus symbol (**+**).
4. From the General menu, click **Resets**.
5. To reset the network memory and restart the printer, for Reset network memory and restart the printer, click **Start Printer**.
6. To restart the printer without resetting any of the default settings, for Restart the printer, click **Start Printer**.

Configuring General Setup Using the Control Panel

This section includes:

Getting Information About the Printer

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Navigate to **Information Pages**.
3. To scroll through the information pages, use the **Up** or **Down** arrows.
4. To print a specific information page, press **OK**.

Configuring System Settings

You can use this menu to configure general settings of the printer, such as Power Saver timers, clock settings, and alert settings.

Accessing the System Setup Menu

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.

Configuring Power Saver Mode

You can set the time the printer spends idle in ready mode before the printer transitions to a lower power level.

There are two levels of Power Saver mode.

- **Mode 1 (Low Power)**: The printer shifts from Ready mode to Low Power mode to reduce standby power consumption.
- **Mode 2 (Sleep)**: The printer shifts from Low Power mode to Sleep mode for a greater reduction in power consumption.

To set the Power Saver Timers:

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **Power Saver Timer**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.
6. To return to the previous menu, press the **Left** arrow button.

Configuring Secure Settings

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **Secure Setup**, then press **OK**.
4. To limit access to the control panel menus:
   a. Navigate to **Panel Lock**, then press **OK**.
   b. Navigate to **Panel Lock Set**, then select **Enable**.
   c. Enter a four-digit passcode, then reenter the passcode.
5. To allow download of firmware updates, navigate to **Software Download**, select **Enable**, then press **OK**.
6. To choose the network information that shows on the Printer Control Panel, navigate to **Show Network Info**, then press **OK**.
   a. **IP Address**: You can use this option to display the IP address of the printer.
   b. **Host Name**: You can use this option to display the host name of the printer.
   c. **Hide Information**: This option prevents the IP address and host name from appearing on the control panel.

Setting the Measurement Units

1. At the printer control panel, press the Menu button.

    Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **mm/inch**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.

Configuring the Low Toner Alert Message

You can configure the printer to alert you when toner levels are low.

1. At the printer control panel, press the Menu button.

    Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **LowTonerAlertMsg**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.

Configuring the Control Panel Timeout

You can use Auto Reset to set the delay before the printer control panel times out.

1. At the printer control panel, press the Menu button.

    Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **Auto Reset**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.

Configuring the Fault Timeout

The fault timeout allows you to set how long the printer waits before canceling a print job that stops abnormally.

1. At the printer control panel, press the Menu button.

    Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **Fault Timeout**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.

Configuring the Job Timeout

Job Timeout allows you to set how long the printer waits for data to arrive from a computer.

1. At the printer control panel, press the Menu button.

   Note: To navigate through the menu, use the up or down arrow buttons.

2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **System Setup**, then press **OK**.
4. Navigate to **Job Timeout**, then press **OK**.
5. To select a setting, press the arrow buttons, select it, then press **OK**.

Configuring Security Settings Using CentreWare Internet Services

This section includes:

Use security settings to configure administrative settings, authentication, user access and privileges, and service access.

> Note: For details, see the Help in CentreWare Internet Services.

Opening the Security Menu

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.

Configuring Administrative Security Settings

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.
4. Click **Administrator Security Settings**.
5. To turn on administrator privileges, select **Enable Administrator Mode**.
6. Enter the user name and password, then reenter the password.
7. To enter the default user name and password, leave the fields blank, then click **OK**.
8. For Access denial by the authentication failure of the Administrator, enter the number of login attempts allowed before the user is locked out.
9. Click **Save Changes**.

Configuring IPsec Settings

IPsec is a protocol suite that uses authentication or encryption of each IP packet in a datastream to secure Internet Protocol (IP) communications. IPsec also includes protocols for cryptographic key establishment and can be implemented as part of the overall security policy for your company.

To configure IPsec Help:

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.
4. Click **IPsec**.
5. To use the IPsec protocol, next to Protocol, select **Enabled**.
6. Next to Shared Key, enter the shared key value, up to 255 characters long.
7. Next to Verify Shared Key, re-enter the shared key value.
8. To specify the lifetime of the secure association, next to IKE SA Lifetime, enter a number. The range is 5–28800 minutes.
9. To set the maximum time that a secure association is linked without activity, next to IPsec SA Lifetime, enter a number. The range is 5–2880 minutes.
10. To set the level of cryptographic strength, next to DH Group, select **G1** for low, and **G2** for strong.
11. To turn on Perfect Forward Security, next to PFS, select **Enabled**.
12. In the Specify Destination IPv4 Address, enter the IP address and port number as X.X. X.X/P.

    X must be a number from 0 through 255.
13. In the Specify Destination IPv6 Address, enter the IP address and port exactly as it appears for the destination server.
14. To specify how the printer treats data from non-IPsec devices, next to Communicate with Non-IPsec device, select an option:
    – **Bypass** directs the printer to bypass the IPsec security protocol and use the data.
    – **Discard** directs the printer to discard the data without using it.
15. Click **Save Changes**.

Configuring the Host Access List

The host access list controls access to the printer over LPR or Port 9100. You can enter up to five IP address/mask combinations, and then select to reject, accept, or turn off the filtering for each IP address. You can enter a specific IP address and address mask, or you can enter a range of IP addresses and address masks. If no IP address and address mask is entered in the host access list, there are no limitations on printer access.

You can allow printing from one specific IP address only. The access list would look like the following table:

Access List	IP Address	Address Mask	Operation
1	192.168.200.10	255.255.255.255	Accept

You can reject one specific IP address, but allow printing from any other address. The access list would look like the following table:

Access List	IP Address	Address Mask	Operation
1	192.168.200.10	255.255.255.255	Reject
2	0.0.0.0	0.0.0.0	Accept

The first row of the access list is the highest priority. If configuring a list with multiple rows, enter the smallest range first. Make the first row the most specific, and the last row the most general.

For example, you can set up the host access list to do the following:
- Accept printing from a specific network.
- Reject printing from a particular network mask within that network.
- Accept printing from one particular IP address within that network mask.

In this example, the access list would look like the following table:

Access List	IP Address	Address Mask	Operation
1	192.168.200.10	255.255.255.255	Accept
2	192.168.200.0	255.255.255.0	Reject
3	192.168.0.0	255.255.0.0	Accept

To configure the Host Access List:

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.
4. Click **Host Access List**.
5. In the IP Address field, enter the IP address of the host as X.X. X.X, where X is a number from 0 through 255. For example, 192.168.200.10.
6. In the Address Mask field, enter the network mask for the host as X.X. X.X, where X is a number from 0 through 255. For example, 255.255.255.255.
7. Under Operation, for the action the host takes with the IP address:
   - **Off** indicates that this row of the access list is inactive. This setting lets you enter a specific IP address or range of addresses before you plan to enforce the Accept or Reject operation.
   - **Accept** allows the specified IP address or range of addresses access to the printer.
   - **Reject** denies the specified IP address or range of addresses access to the printer.
8. Click **Save Changes**.

Configuring SSL Settings

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.
4. Click **SSL/TLS Server Communication**.
5. For Enable SSL, select **Enabled**.
6. To configure the printer to create a digitally signed certificate, click **Create New Certificate**.
7. To select the DKIM signature type, for Public Key Method, select **RSA/SHA-256** or **RSA/SHA-1**.
8. To select the size of the key, for Public Key Size, select the number of bits.
9. To set the number of days that the certificate is effective, for Validity, enter a number.
10. Adjust the parameters of the new digital certificate as needed, then click **Generate Certificate**.
11. For the new settings to take effect, restart your printer.

    Note: After you generate a signed certificate, Certificate Management appears in the Security menu.

Managing Certificates

This section includes:

About Security Certificates

A digital certificate is a file that contains data used to verify the identity of the client or server in a network transaction. A certificate also contains a public key used to create and verify digital signatures. One device proves its identity to another by presenting a certificate trusted by the other device. Or, the device can present a certificate signed by a trusted third party and a digital signature proving its ownership of the certificate.

A digital certificate includes the following data:
* Information about the owner of the certificate
* The certificate serial number and expiration date
* A public key
* A purpose defining how the certificate and public key can be used

This printer supports two types of certificates.
* **Device Certificate**: This certificate contains a private key and a stated purpose that allows the printer to use it to prove identity.
* **Trusted Certificate**: A self-signed certificate is a certificate from a device that verifies its identity to any devices that connect to it.

    Note: This printer does not support Certificate Authority (CA) certificates.

To ensure that the printer can communicate with other devices over a secure trusted connection, both devices must have specific certificates installed.

Overview of Setting Up Digital Certificates

The following steps are an overview of the procedure to set up and use digital certificates.
1. Enable HTTPS communications.
2. Import and set up digital certificates.
    a. Import the digital certificates.
    b. Configure the digital certificate purpose.
    c. Verify the digital certificate purpose.
3. Configure security features.

Enabling HTTPS Communication

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. Click **Properties**.
3. Select **Security** > **SSL/TSL Communication**.
4. To configure the printer to create a digitally signed certificate, click **Create New Certificate**.
5. To select the DKIM signature type, for Public Key Method, select **RSA/SHA-256** or **RSA/SHA-1**.
6. To select the size of the key, for Public Key Size, select the number of bits.
7. For Issuer, type the name of the organization that issues the certificate.
8. To set the number of days that the certificate is effective, for Validity, enter a number.
9. Adjust the parameters of the new digital certificate as needed, then click **Generate Certificate**.
10. For the new settings to take effect, restart your printer.

    Note: After you generate a signed certificate, Certificate Management appears in the Security menu.

11. In the address bar, type the IP address of the printer, then press **Enter** or **Return**.
12. To display the SSL page, select **Properties** > **Security** > **SSL/TSL Communication**.
13. Ensure that **Enabled SSL** is selected.

Viewing the Digital Certificate Purpose

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. In CentreWare Internet Services, click **Properties**.
3. In the Properties pane, to expand the menu, click the plus (**+**) symbol next to the Security folder.
4. Click **Properties**.
   In the navigation panel, scroll to Security, then select **Certificate Management**.

Deleting a Digital Certificate

1. At your computer, open a Web browser, in the address field, type the IP address of the printer, then press **Enter** or **Return**.
2. Click **Properties**.
3. In the navigation panel, click **Security** > **SSL/TLS Server Communication**, then click **Delete All Certificates**.
4. To confirm, click **Delete**.

Paper and Media

4

This chapter includes:

Supported Paper

This section includes:

Your printer is designed to use various paper and other media types. To ensure the best print quality and to avoid jams, follow the guidelines in this section.

For best results, use Xerox paper and media recommended for your printer.

Ordering Paper

To order paper or other media, contact your local reseller or visit www.xerox.com/office/6022supplies.

General Paper Loading Guidelines

- Do not overfill the paper trays. Do not load paper above the maximum fill line in the tray.
- Adjust the paper guides to fit the paper size.
- Fan paper before loading it in the paper tray.
- If excessive jams occur, use paper or other approved media from a new package.
- Do not print on label media once a label has been removed from a sheet.
- Use only paper envelopes. Print envelopes 1-sided only.

Paper That Can Damage Your Printer

Some paper and other media types can cause poor output quality, increased paper jams, or damage your printer. Do not use the following:

- Rough or porous paper
- Inkjet paper
- Non-laser glossy or coated paper
- Paper that has been photocopied
- Paper that has been folded or wrinkled
- Paper with cutouts or perforations
- Stapled paper
- Envelopes with windows, metal clasps, side seams, or adhesives with release strips
- Padded envelopes
- Plastic media

⚠️ **CAUTION:** The Xerox Warranty, Service Agreement, or Xerox Total Satisfaction Guarantee does not cover damage caused by using unsupported paper or specialty media. The Xerox Total Satisfaction Guarantee is available in the United States and Canada. Coverage could vary outside these areas. Please contact your local representative for details.

Paper Storage Guidelines

Storing your paper and other media properly contributes to optimum print quality.

- Store paper in dark, cool, relatively dry locations. Most paper is susceptible to damage from ultraviolet and visible light. Ultraviolet light, from the sun and fluorescent bulbs, is particularly damaging to paper.
- Reduce the exposure of paper to strong lights for long periods of time.
- Maintain constant temperatures and relative humidity.
- Avoid storing paper in attics, kitchens, garages, or basements. These spaces are more likely to collect moisture.
- Store paper flat, either on pallets, cartons, shelves, or in cabinets.
- Avoid food or drinks in the area where paper is stored or handled.
- Do not open sealed packages of paper until you are ready to load them into the printer. Leave stored paper in the original packaging. The paper wrapper protects the paper from moisture loss or gain.
- Some special media is packaged inside resealable plastic bags. Store the media inside the bag until you are ready to use it. Keep unused media in the bag and reseal it for protection.

Supported Paper Types and Weights

Paper Type	Weight
Plain Plain Reloaded Letterhead Hole Punched Colored	Heavyweight 60–90 g/m² Lightweight 60–80 g/m² Note: The default setting is Heavyweight. For details on how to change the paper type setting, see Adjusting Paper Type on page 91.
Recycled	60–105 g/m²
Bond, Heavy Plain	91–105 g/m²
Lightweight Cardstock Lightweight Cardstock Reloaded Lightweight Glossy Cardstock Lightweight Glossy Cardstock Reloaded	106–163 g/m²
Labels	
Envelopes	

Supported Standard Paper Sizes

European Standard Sizes	North American Standard Sizes
A4 (210 x 297 mm, 8.3 x 11.7 in.) B5 (176 x 250 mm, 6.9 x 9.8 in.) A5 (148 x 210 mm, 5.8 x 8.3 in.)	Legal (216 x 356 mm, 8.5 x 14 in.) Folio (216 x 330 mm, 8.5 x 13 in.) Letter (216 x 279 mm, 8.5 x 11 in.) Executive (184 x 267 mm, 7.25 x 10.5 in.)
C5 envelope (162 x 229 mm, 6.4 x 9 in.) DL envelope (110 x 220 mm, 4.33 x 8.66 in.)	Monarch envelope (98 x 190 mm, 3.9 x 7.5 in.) No. 10 envelope (241 x 105 mm, 4.1 x 9.5 in.)

Supported Custom Paper Sizes

You can use custom-sized paper within the following dimensions in your printer:

- Width: 76.2–215.9 mm (3–8.5 in.)
- Length: 127–355.6 mm (5–14 in.)

Loading Paper

This section includes:

Loading Paper in the Main Tray

1. Remove the tray from the printer.
   a. Pull out the tray until it stops.
   b. Lift the front of the tray slightly, then pull it out.
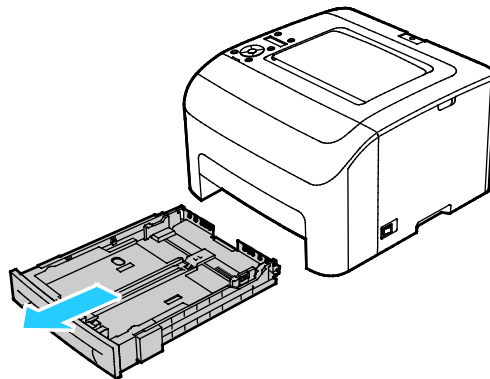
2. Adjust the paper length and width guides as illustrated.
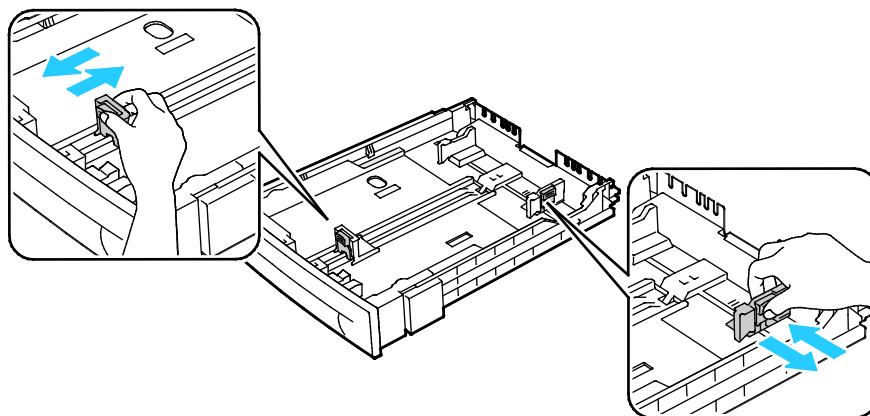
3. Flex the sheets back and forth and fan them, then align the edges of the stack on a level surface. This procedure separates any sheets that are stuck together and reduces the possibility of jams.
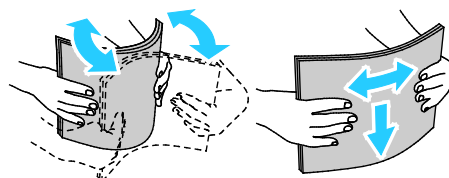
4. Load paper into the tray with the print side face up, then adjust the length and width guides to fit the paper.

    −   Load hole punched paper with the holes to the left.

    −   To print letterhead, load paper face up with the top of the paper toward the back of the tray.
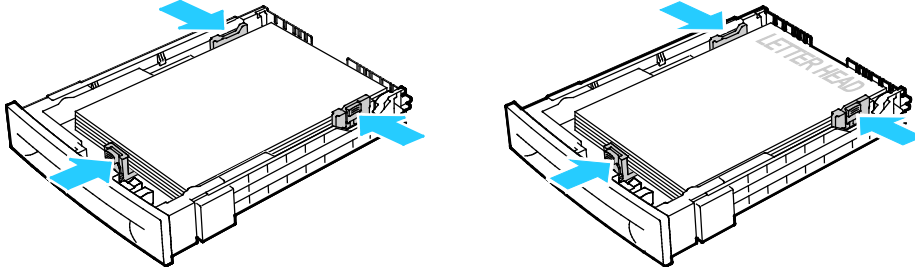
Note: Do not load paper above the maximum fill line. Overfilling the tray can cause the printer to jam.

5. Slide the tray back into the printer.
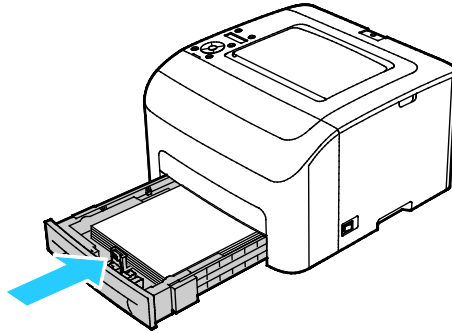
6. Push the tray in all the way.

    Notes:

    •   If the tray does not go in all the way, ensure that the paper lift plate at the back of the tray is locked down.

    •   If the tray is extended for legal size paper, the tray protrudes when it is inserted into the printer.

7. If the control panel prompts you, on the screen, verify the paper size and type.

    a. At the printer control panel, ensure that the displayed paper size matches the paper in the tray. If correct, press **OK**.

    b. If the displayed paper size does not match the paper in the tray, navigate to the correct paper size, then press **OK**.

8. Verify or set the paper size and type.

    a. At the printer control panel, press the Menu button.

    b. Navigate to **Tray Settings**, then press **OK**.

    c. Navigate to the desired paper tray, then press **OK**.

    d. Navigate to **Tray Mode**, then press **OK**.

    e. Navigate to **Panel Specified**, then press **OK**.

    f. To return to the previous menu, press the **Left** arrow button.

    g. Navigate to **Paper Size**, then press **OK**.

    h. To select a setting, press the arrow buttons, select it, then press **OK**.

    i. To return to the previous menu, press the **Left** arrow button.

    j. Navigate to **Paper Type**, then press **OK**.

Configuring the Paper Tray for Legal and A4

You can adjust the length of the paper tray to accommodate A4/Letter, and Legal (8.5 x 14") paper sizes. In the Legal length setting, the tray protrudes from the front of the printer.

Changing the Length of the Paper Tray to Match the Paper Length

1. Remove all paper from the tray.

2. To remove the tray from the printer, pull out the tray until it stops, lift the front of the tray slightly, then pull it out.
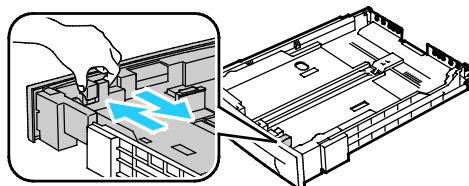
3. To extend the tray, with one hand, hold the back of the tray. With the other hand, at the front of the tray, press the release latch and pull the ends outward until they latch.

4. To compress the tray for shorter paper, with one hand, hold the back of the tray. With the other hand, at the front of the tray, press the release latch, then push the ends inward until they latch.

5. To protect the paper, place the paper cover over the extended section of the paper tray.
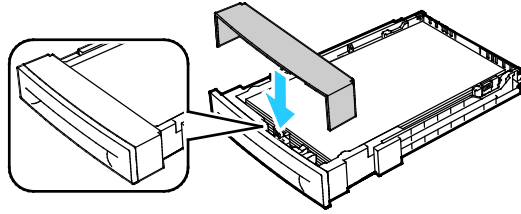
6. Load paper into the tray, then insert it back into the printer.
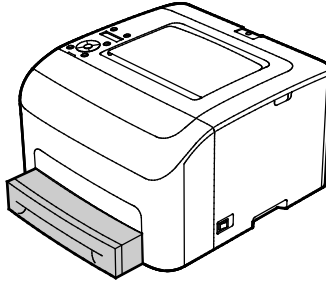
Printing on Special Paper

This section includes:

To order paper or other media, contact your local reseller or visit www.xerox.com/office/6022supplies.

See also:

www.xerox.com/rmlna Recommended Media List (United States)

www.xerox.com/rmleu Recommended Media List (Europe)

Envelopes

You can print envelopes using the paper tray.

To load envelopes in the paper tray:

1. Remove the tray from the printer.
   a. Pull out the tray until it stops.
   b. Lift the front of the tray slightly, then pull it out.
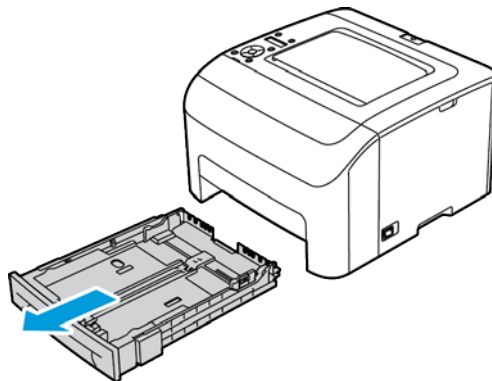
2. Slide open the paper guides.

3. Do one of the following:

 − Insert No. 10, DL, or Monarch envelopes with the print side up, flaps closed and facing down, and the flap side to the right.
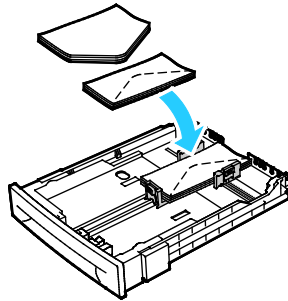
 − Insert C5 envelopes with the print side up, flaps open and facing away from the printer.
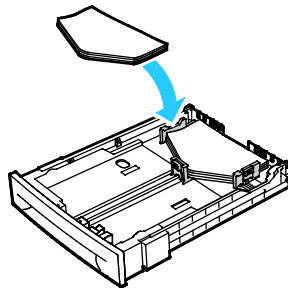
Notes:

- You can load up to five envelopes at a time in the main tray.
- To prevent wrinkling on No. 10, DL, C5, or Monarch envelopes, load them print side up, flaps open and facing away from the printer.
- When you load envelopes long-edge feed, ensure that you specify landscape orientation in the print driver.
- If the image printed on your envelope is rotated 180 degrees, in the print driver, select envelope as the paper type.

4. Adjust the paper guides so they rest lightly against the edges of the envelopes.

Labels

Ensure that label stock is placed face-up in the paper tray.

Guidelines for Printing Labels

- Use labels designed for laser printing.
- Do not use vinyl labels.
- Do not feed a sheet of labels through the printer more than once.
- Do not use dry gum labels.
- Print only on one side of the sheet of labels. Use full sheet labels only.
- Store unused labels flat in their original packaging. Leave the sheets of labels inside the original packaging until ready to use. Return any unused sheets of labels to the original packaging and reseal it.
- Do not store labels in extremely dry or humid conditions or extremely hot or cold conditions. Storing them in extreme conditions can cause print-quality problems or cause them to jam in the printer.
- Rotate stock frequently. Long periods of storage in extreme conditions can cause labels to curl and jam in the printer.
- In the print driver software, select Label as the paper type.
- Before loading labels, remove all other paper from the tray.

⚠ **CAUTION:** Do not use any sheet where labels are missing, curled, or pulled away from the backing sheet. It could damage the printer.

Printing on Glossy Cardstock

You can print on Lightweight Glossy Cardstock that is 163 g/m² or less.

- Do not open sealed packages of glossy cardstock until you are ready to load them into the printer.
- Leave glossy cardstock in the original wrapper, and leave the packages in the shipping carton until ready to use.
- Remove all other paper from the tray before loading glossy cardstock.
- Load only the amount of glossy cardstock you are planning to use. Do not leave glossy cardstock in the tray when you are finished printing. Replace unused cardstock in the original wrapper and seal.
- Rotate stock frequently. Long periods of storage in extreme conditions can cause glossy cardstock to curl and jam in the printer.
- In the print driver software, select the desired glossy cardstock type or select the tray loaded with the desired paper.

To optimize printing on glossy cardstock, do one or more of the following:
- Adjust the paper type setting. For details, see Adjusting Paper Type on page 91.
- Adjust the bias transfer roller. For details, see Adjusting the Bias Transfer Roller on page 91.
- Adjust the fuser. For details, see Adjusting the Fuser on page 92.

Printing 5

This chapter includes:

Selecting Printing Options

This section includes:

Print driver settings override control panel settings when you print using the print driver software on your computer.

Windows Printing Options

Setting Default Printing Options for Windows

When you print from any software application, the printer uses the print job settings specified in the Printing Preferences window. You can specify your most common printing options and save them so that you do not have to change them every time you print.

For example, if you want to print on both sides of the paper for most jobs, specify 2-sided printing in Printing Preferences.

To select default printing options:

1. Navigate to the list of printers on your computer:
   − For Windows Vista, click **Start** > **Control Panel** > **Hardware and Sound** > **Printers**.
   − For Windows Server 2003 and later, click **Start** > **Settings** > **Printers**.
   − For Windows 7, click **Start** > **Devices and Printers**.
   − For Windows 8, click **Control Panel** > **Devices and Printers**.

   Note: If the Control Panel icon does not appear on the desktop, right-click on the desktop, then select **Personalize** > **Control Panel Home** > **Devices and Printers**.

2. In the list, right-click the icon for your printer and click **Printing Preferences**.
3. In the Printing Preferences window, click a tab, select the options, then click **OK** to save.

   Note: For more information about Windows print driver options, click the Help button (**?**) in the Printing Preferences window.

Selecting Printing Options for an Individual Job for Windows

To use special printing options for a particular job, change the Printing Preferences from the application before sending the job to the printer. For example, if you want to use the Enhanced print-quality mode when printing a particular document, select Enhanced in Printing Preferences before printing the job.

1. With the document open in your software application, access the print settings. For most software applications, click **File** > **Print** or press **CTRL+P** for Windows.
2. Select your printer and click the **Properties** or **Preferences** button to open the Printing Preferences window. The title of the button can vary depending on your application.
3. Click a tab in the Printing Preferences window, then make selections.
4. Click **OK** to save and close the Printing Preferences window.
5. Click **Print** to send the job to the printer.

Selecting Printing Defaults in Windows for a Shared Network Printer

1. Navigate to the list of printers on your computer:
    − For Windows XP SP3, click **Start** > **Settings** > **Printers and Faxes**.
    − For Windows Vista, click **Start** > **Control Panel** > **Hardware and Sound** > **Printers**.
    − For Windows Server 2003 and later, click **Start** > **Settings** > **Printers**.
    − For Windows 7, click **Start** > **Devices and Printers**.
    − For Windows 8, click **Control Panel** > **Devices and Printers**.

    Note: If the Control Panel icon does not appear on the desktop, right-click on the desktop, then select **Personalize** > **Control Panel Home** > **Devices and Printers**.

2. In the Printers folder, right-click the name of your print driver and select **Properties**.
3. In the printer Properties dialog box, click the **Advanced** tab.
4. On the Advanced tab, click **Printing Defaults**.
5. Make your selections on the driver tabs as needed, then click **Apply**.
6. Click **OK** to save your selections.

Saving a Set of Commonly Used Printing Options for Windows

You can define and save a set of options, so that you can apply them to future print jobs.

To save a set of printing options:

1. With the document open in your application, click **File** > **Print**.
2. To open the Printing Preferences window, select your printer, then click **Properties** or **Preferences**.
3. In the Printing Properties window, click the tabs, then select the desired settings
4. In the Printing Properties window, click **Saved Settings**, then click **Save As**.
5. To save the set of options in the Saved Settings list, type a name for the set of printing options, then click **OK**.

Macintosh Printing Options

Selecting Printing Options for Macintosh

To use specific printing options, change the settings before sending the job to the printer.
1. With the document open in your application, click **File** > **Print**.
2. Select your printer.
3. Select **Xerox**® **Features** from the Copies & Pages menu.
4. Select the desired printing options from the drop-down lists.
5. Click **Print** to send the job to the printer.

Saving a Set of Commonly Used Printing Options for Macintosh

You can define and save a set of options, so that you can apply them to future print jobs.

To save a set of printing options:
1. With the document open in your application, click **File** > **Print**.
2. Select your printer from the Printers list.
3. Select the desired printing options from the drop-down lists in the Print dialog box.
4. Click **Presets** > **Save As**.
5. Type a name for the printing options, then click **OK** to save the set of options in the Presets list.
6. To print using these options, select the name from the Presets list.

Mobile Printing Options

This printer can print from iOS and Android mobile devices.

Printing with Wi-Fi Direct

You can connect to your printer from a Wi-Fi mobile device, such as a tablet, computer, or smart phone, using Wi-Fi Direct.

For details, see Connecting with Wi-Fi Direct on page 36.

For details on using Wi-Fi Direct, refer to the documentation provided with your mobile device.

Note: Depending on which mobile device you are using, the printing procedure varies.

Printing with AirPrint

You can print directly from your iPhone, iPad, iPod touch, or Mac using AirPrint. To enable AirPrint for your printer, see Configuring AirPrint on page 37. To use AirPrint, ensure that your mobile device is connected to the wireless network.

To print with AirPrint:
1. Open the email, photograph, website page, or document that you want to print.
2. Tap the Action icon.
3. Tap **Print**.
4. Select your printer, then set the printer options.
5. Tap **Print**.

Printing from a Mopria-Enabled Mobile Device

Mopria is a software feature that enables users to print from mobile devices without requiring a print driver. You can use Mopria to print from your mobile device to Mopria-enabled printers.

Notes:
- Mopria and all of its required protocols are enabled by default.
- Ensure that you have the latest version of the Mopria Print Service installed on your mobile device. You can obtain a free download from the Google Play Store.
- Wireless devices must join the same wireless network as the printer.
- The name and location of your printer appears in a list of Mopria-enabled printers on connected devices.

To print using Mopria, follow the directions provided with your mobile device.

Using Custom Paper Sizes

This section includes:

The Xerox® Phaser® 6022 Printer prints on custom paper sizes that are within the minimum and maximum size range supported by the printer.

Defining Custom Paper Sizes

To print custom paper sizes, define the custom width and length of the paper in the print driver software and on the printer control panel. When setting the paper size, ensure that you specify the same size as the paper in the tray. Setting the wrong size can cause a printer error. Print driver settings override control panel settings when you print using the print driver software on your computer.

Defining a Custom Paper Size for Windows

You can save up to 20 custom paper sizes in the Windows print driver. Save each custom size with a unique name and the dimensions are retained until you change them.

1. Navigate to the list of printers on your computer:
   - For Windows Vista, click **Start** > **Control Panel** > **Hardware and Sound** > **Printers**.
   - For Windows Server 2003 and later, click **Start** > **Settings** > **Printers**.
   - For Windows 7, click **Start** > **Devices and Printers**.
   - For Windows 8, click **Control Panel** > **Devices and Printers**.

   Note: If the Control Panel icon does not appear on the desktop, right-click on the desktop, then select **Personalize** > **Control Panel Home** > **Devices and Printers**.

2. From the Printers and Faxes window, select a printer, right-click the printer, and select **Properties**.

   Notes:

   - For Windows 7, in the Devices and Printers window, right click the printer, and select **Printer Properties** from the middle of the drop-down list.
   - For Windows 7, you must have an Administrator Account to select Custom Settings in the print driver.

3. In the Properties dialog box, click the **Configuration** tab, then click **Custom Paper Size**.

4. In the Custom Paper Size Settings dialog box, select the units of measurement to use.

5. In the Custom Size Settings section, specify the size for the short edge and the long edge of the paper.

6. Select the **Name the Paper Size** check box, type a name in the Paper Name dialog box, then click **OK**.

7. In the Properties dialog box, click **OK**.

   The custom size appears in the Paper Size list in the print driver Properties window.

Defining a Custom Paper Size for Macintosh

1. In the application you are printing from, select **File** > **Page Setup**.

2. From the Format For drop-down list, select the printer.

3. From the Paper Size drop-down list, select **Manage Custom Sizes**.

4. In the Custom Paper Sizes window, click plus (**+**) to add the new custom size.

5. For the custom paper size, enter the width and height.

6. In the Non-Printable Area drop-down list, select the printer.

7. Double-click **untitled**, then type a name for the new custom size.

8. Click **OK** to close the Custom Paper Sizes window.

9. Click **OK** to close the Page Setup window.

   The new custom size is available in the Paper Size drop-down list of the print driver and in Page Setup.

   Note: To use the custom paper size, select **Page Setup**, and select the custom size that you created from the Paper Size drop-down list.

Printing on Custom Paper Sizes

Note: Before printing on a custom paper size, use the Custom Paper Sizes feature in printer properties to define the custom size. For details, see Defining Custom Paper Sizes on page 78.

Printing on Custom Paper Size Using Windows

1. Load the custom-size paper in the tray.

2. In the application, click **File** > **Print** and select your printer.

3. In the Print dialog box, click **Properties**.

4. On the Paper/Output tab, use the **Paper Size** drop-down list to select the desired custom size.

   Note: If you are printing on custom size paper, define the custom size in the printer properties before printing.

5. From the Paper Type drop-down list, select the paper type.

6. Select any other desired options, then click **OK**.

7. In the Print dialog box, click **OK** to start printing.

Printing on Custom Paper Size Using Macintosh

1. Load the custom-size paper. For details, see Loading Paper on page 65.
2. In the application, click **Page Setup**.
3. From the Paper Size drop-down list, select the custom paper size.
4. Click **OK**.
5. In the application, click **Print**.
6. Click **OK**.
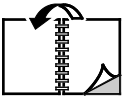
Printing on Both Sides of the Paper

This section includes:

The Xerox® Phaser® 6022 Printer supports manual 2-sided printing. You can set printing preferences to print your jobs on both sides of the paper.

Use 2-Sided Printing to specify the page orientation for the printed output.

You can specify the page layout for 2-sided printing, which determines how the printed pages turn. These settings override the application page orientation settings.

Portrait		Landscape	
Portrait 2-Sided Print	Portrait 2-Sided Print, Flip on Short Edge	Landscape 2-Sided Print	Landscape 2-Sided Print, Flip on Short Edge

Setting Up 2-Sided Printing

To set up manual 2-sided printing:

1. From the File menu, select **Print**.
2. Select the printer from the Select Printer list, then click **Properties**.
3. On the Paper/Output tab, from the 2-Sided Print window, select **Flip on Long Edge** or **Flip on Short Edge**.
4. Select the Paper Size and Paper Type to match the paper that you are using.
5. To close the Printing Preferences dialog box, click **OK**.
6. To start printing, click **Print**.

   Note: When you start manual 2-sided printing, the Manual Duplex Setup window appears. Do not close the window until you have completed the 2-sided printing job. When the window closes, you cannot reopen it.

Maintenance

6

This chapter includes:

Cleaning the Printer

This section includes:

General Precautions

⚠ **CAUTION:** When cleaning your printer do not use organic or strong chemical solvents or aerosol cleaners. Do not pour fluids directly into any area. Use supplies and cleaning materials only as directed in this documentation.

⚠ **WARNING:** Keep all cleaning materials out of the reach of children.

⚠ **WARNING:** Do not use pressurized spray cleaning aids on or in the printer. Some pressurized sprays contain explosive mixtures and are not suitable for use in electrical applications. Use of pressurized spray cleaners increases the risk of fire and explosion.

⚠ **WARNING:** Do not remove the covers or guards that are fastened with screws. You cannot maintain or service any parts that are behind these covers and guards. Do not attempt any maintenance procedure that is not described in the documentation supplied with your printer.

⚠ **WARNING:** Internal parts of the printer can be hot. Use caution when doors and covers are open.

- Do not place anything on top of the printer.
- Do not leave the covers and doors open for any length of time, especially in well-lit places. Light exposure can damage the imaging units.
- Do not open covers and doors during printing.
- Do not tilt the printer while it is in use.
- Do not touch the electrical contacts or gears. Doing so could damage the printer and cause the print quality to deteriorate.
- Ensure any parts removed during cleaning are replaced before you plug in the printer.

Cleaning the Exterior

Clean the exterior of the printer once a month.

- Wipe the paper tray, output tray, control panel, and other parts with a damp, soft cloth.
- After cleaning, wipe with a dry, soft cloth.
- For stubborn stains, apply a small amount of mild detergent to the cloth and gently wipe the stain off.

⚠ **CAUTION:** Do not spray detergent directly on the printer. Liquid detergent could enter the printer through a gap and cause problems. Never use cleaning agents other than water or mild detergent.

Cleaning the Interior

After clearing paper jams or replacing a toner cartridge, inspect the inside of the printer before closing the printer covers and doors.

- Remove any remaining pieces of paper or debris. For details, see Clearing Paper Jams on page 107.
- Remove any dust or stains with a dry, clean cloth.

⚠ **WARNING:** Never touch a labeled area on or near the heat roller in the fuser. You can get burned. If a sheet of paper is wrapped around the heat roller, do not try to remove it immediately. Switch off the printer immediately and wait 20 minutes for the fuser to cool. Try to remove the jam after the printer has cooled.

Cleaning the LED Lenses

If prints have voids or light streaks through one or more colors, use the following instructions to clean the Light Emitting Diode (LED) lenses.

⚠ **WARNING:** If you accidentally get toner on your clothes, lightly dust them off as best as you can. If some toner remains on your clothes, use cool water, not hot, to rinse off the toner. If toner gets on your skin, wash it off with cool water and a mild soap. If you get toner in your eyes, wash it out immediately with cool water and consult a doctor.

1. Turn off the printer.
2. Open the side door.
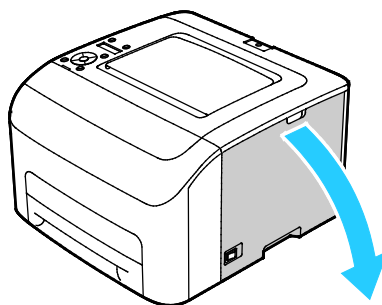
3. Pinch the release tab on the toner cartridge as shown.
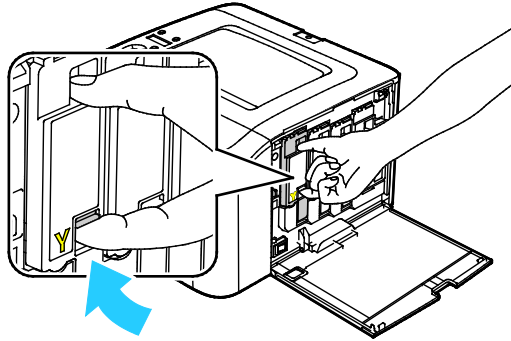
4. Pull out the toner cartridge.

   Note: To avoid spilling toner, pull out the toner cartridge slowly.
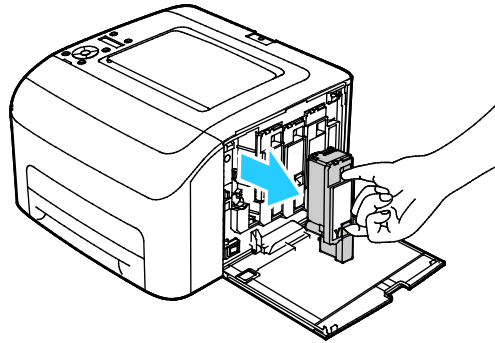
5. Remove the remaining toner cartridges in the same manner.
6. Pull out the cleaning rod.

   Note: To remove toner and debris from the top of the cleaning rod, wipe it with a clean lint-free cloth.
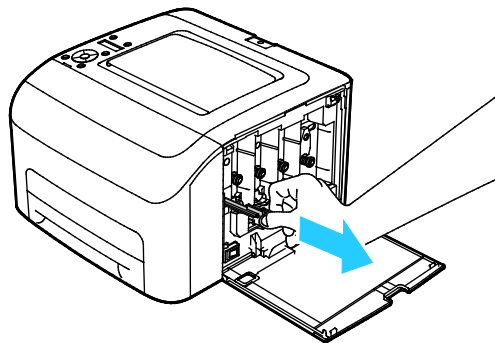
7. Insert the cleaning rod into the hole indicated by the arrow in the middle of the toner cartridge slot. Push in the cleaning rod until it stops, then pull it out.
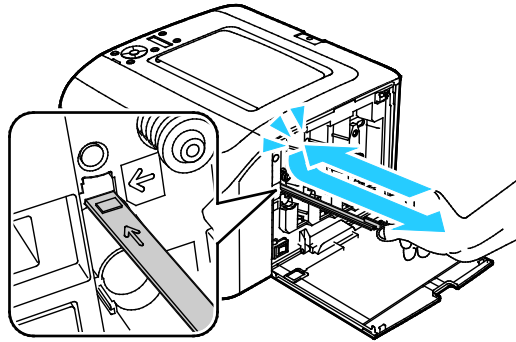
8. Repeat the procedure for the holes in the other three slots.
9. Return the cleaning rod to its original location.
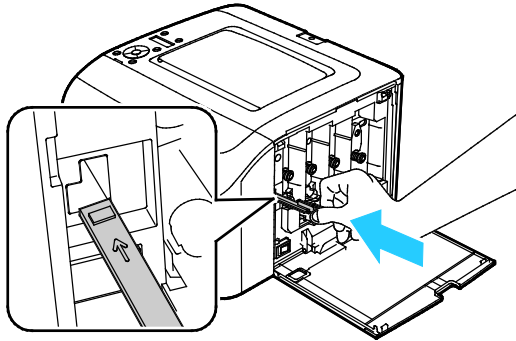
10. Align the black toner cartridge with the rear toner slot. Press firmly near the center of the cartridge until it clicks into place.
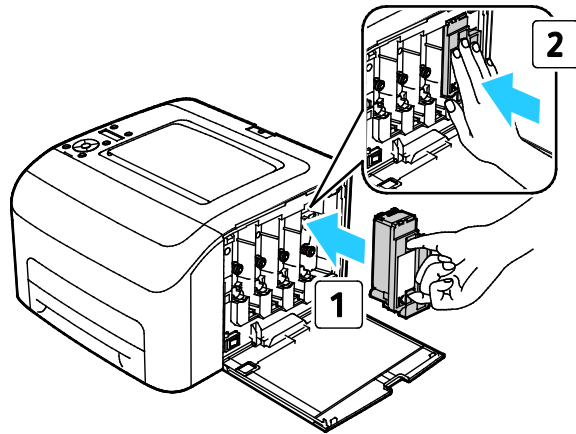
11. Replace the remaining three toner cartridges in the same manner.

12. Close the side door.
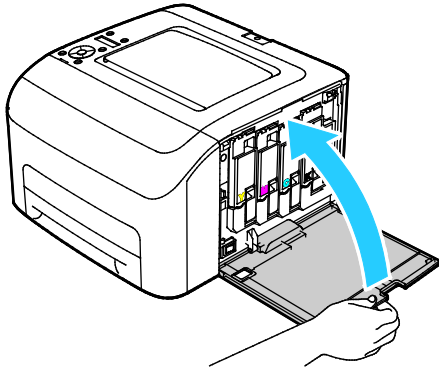
Cleaning the Color Toner Density Sensors

Note: Clean the color toner density (CTD) sensors when an alert for the CTD sensors appears on the control panel or in PrintingScout Printer Status window.

1. Turn off the printer.
2. Push down the rear cover release lever and pull open the cover.
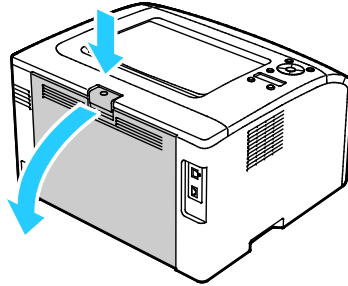
3. Use a dry cotton swab to clean the color toner density sensors.
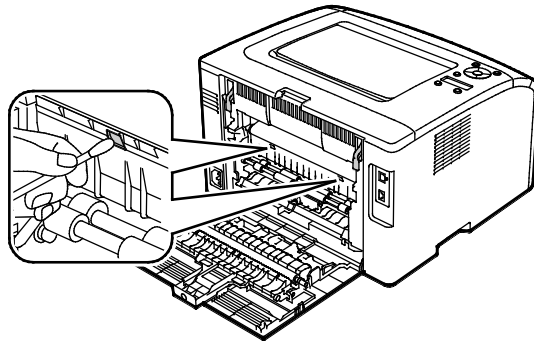
4. Close the rear cover.
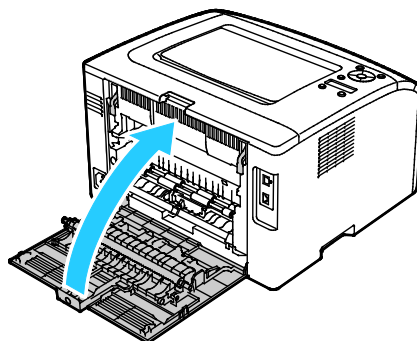
Adjustments and Maintenance Procedures

This section includes:

Color Registration

The printer automatically adjusts the color registration when automatic adjustment is turned on. You can also adjust color registration manually any time the printer is idle. You must adjust the color registration any time the printer is moved. If you are having printing problems, adjust the color registration.

Setting Automatic Color Registration

1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Auto Regi Adjust**, then press **OK**.
5. Select **On**, then press **OK**.
6. To return to the main menu, press the **Return** button.

Performing an Automatic Color Registration Adjustment

Automatic color registration adjustment occurs every time a new toner cartridge is installed. You can run this adjustment at other times as needed.

To perform an automatic color registration adjustment:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Navigate to **Adjust ColorRegi**, then press **OK**.
5. Select **Auto Adjust**, then press **OK**.
6. At the **Are you sure?** prompt, to select **Yes**, press the arrow buttons.
7. To begin the calibration, press **OK**.
8. To return to the main menu, press the **Return** button.

Adjusting Paper Type

Use Adjust Paper Type to compensate for paper thickness within a paper type. If the printed image is too light, use a heavier setting for the paper you are using. If the printed image is mottled or blotchy-looking, decrease the setting for the paper you are using.

To adjust the paper type:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Adjust Paper Type**, then press **OK**.
5. Select **Plain** or **Labels**, then press **OK**.
6. Select **Lightweight** or **Heavyweight**, then press **OK**.
7. To return to the main menu, press the **Return** button.

Adjusting the Bias Transfer Roller

Use Adjust BTR to specify the bias transfer roller (BTR) voltage for printing on the selected paper type. If the printed image is too light, increase the offset for the paper you are using. If the printed image is mottled or blotchy-looking, decrease the offset for the paper you are using.

To adjust the bias transfer roller:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Adjust BTR**, then press **OK**.
5. To select the paper type for the adjustment, use the **Up** or **Down** arrow buttons, then press **OK**.
6. To increase or decrease the amount of offset, press the arrow buttons, then press **OK**.
7. Repeat this procedure for each paper type you need to adjust.
8. To return to the main menu, press the **Return** button.

Adjusting the Fuser

Use Adjust Fuser for optimum print quality across a wide range of paper types. If the toner on a print is smearing or can be rubbed off the paper, increase the offset for the paper you are using. If the toner is blistered or mottled, decrease the offset for the paper you are using.

To adjust the fuser:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Adjust Fusing Unit**, then press **OK**.
5. To select the paper type for the adjustment, use the **Up** or **Down** arrow buttons, then press **OK**.
6. To increase or decrease the amount of offset, press the arrow buttons, then press **OK**.
7. Repeat this procedure for each paper type you need to adjust.
8. To return to the main menu, press the **Return** button.

Refreshing the Bias Transfer Roller

Use the BTR Refresh procedure to reduce paper curling and improve paper discharge.

To refresh the bias transfer roller:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **BTR Refresh**, then press **OK**.
5. Select **On**, then press **OK**.
6. To return to the main menu, press the **Return** button.

Adjusting the Altitude

Use Adjust Altitude to adjust the altitude to match that of the location where the printer is installed. If the altitude setting is incorrect, it can cause print-quality problems.

To adjust the altitude:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Adjust Altitude**, then press **OK**.
5. To select the altitude of the location of the printer, press the arrow buttons, then press **OK**.
6. To return to the main menu, press the **Return** button.

Ordering Supplies

This section includes:

Consumables

Consumables are printer supplies that get depleted during the operation of the printer. Consumable supplies for this printer are the Genuine Xerox® Toner Cartridges in Cyan, Magenta, Yellow, and Black.

> Notes:
>
> - Each consumable includes installation instructions.
> - Install only new cartridges in your printer. If a used toner cartridge is installed, then the toner remaining amount displayed could be inaccurate.
> - To ensure print quality, the toner cartridge has been designed to cease functioning at a predetermined point.

⚠ **CAUTION:** Use of toner other than genuine Xerox® Toner can affect print quality and printer reliability. Xerox® Toner is the only toner designed and manufactured under strict quality controls by Xerox for specific use with this printer.

When to Order Supplies

A warning appears on the control panel when supplies near their replacement time. Verify that you have replacements on hand. It is important to order these items when the messages first appear to avoid interruptions to your printing. An error message appears on the control panel when supplies must be replaced.

Order supplies from your local reseller or go to www.xerox.com/office/6022supplies.

⚠ **CAUTION:** Use of non-Xerox supplies is not recommended. The Xerox Warranty, Service Agreement, and Total Satisfaction Guarantee do not cover damage, malfunction, or degradation of performance caused by use of non-Xerox supplies, or the use of Xerox supplies not specified for this printer. The Total Satisfaction Guarantee is available in the United States and Canada. Coverage could vary outside these areas. Please contact your Xerox representative for details.

Toner Cartridges

This section includes:

General Precautions

⚠️ **WARNINGS:**

* When replacing a toner cartridge, be careful not to spill the toner. If any toner spills, avoid contact with clothes, skin, eyes, and mouth. Do not inhale the toner dust.
* Keep toner cartridges out of the reach of children. If a child accidentally swallows toner, have the child spit out the toner, and rinse out their mouth with water. Consult a physician immediately.

⚠️ **WARNING:** Use a damp cloth to wipe off spilled toner. Never use a vacuum cleaner to remove spills. Electric sparks inside the vacuum cleaner can cause a fire or explosion. If you spill a large volume of toner, contact your local Xerox representative.

⚠️ **WARNING:** Never throw a toner cartridge into an open flame. Remaining toner in the cartridge can catch fire and cause burn injuries or an explosion.

Replacing a Toner Cartridge

When a toner cartridge reaches its usable life span, the control panel displays a message. PrintingScout displays the toner status in the Printer Status window. When a toner cartridge is empty, the printer stops and displays messages on the control panel and in the PrintingScout Printer Status window.

Install only new cartridges in your printer. If a used toner cartridge is installed, then the toner remaining amount displayed could be inaccurate.

Note: Each toner cartridge includes installation instructions.

Printer Status Message	Cause and Solution
Printer Toner Cartridge is Close to Life.	The toner cartridge is low. Order a new toner cartridge.
Replace the toner cartridge or check that the toner cartridge is properly seated.	The toner cartridge is empty. Replace the toner cartridge with a new one.

Refreshing the Toner

Toner Refresh recalibrates toner concentration and developer voltages. If you print documents with high or low ink coverage, Toner Refresh can optimize print quality.

To refresh the toner:

1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Select **Toner Refresh**, then press **OK**.
5. To select the toner to refresh, press the arrow buttons, then press **OK**.
6. Select **Yes**, then press **OK**.

   The process runs automatically. Wait three minutes for the process to complete and the printer to return to Ready.

   Note: Do not use this procedure repeatedly. Running the procedure repeatedly uses the toner supply more quickly.

Cleaning the Developer

The Clean Developer feature runs the developer motor and stirs the toner in the toner cartridge. Use Clean Developer to clean toner from a cartridge just before changing it or to refresh the toner after replacing a toner cartridge.

To clean the developer:

1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to the **Maintenance Menu**, then press **OK**.
4. Navigate to **Clean Developer**, then press **OK**.
5. At the **Are you sure?** prompt, to select **Yes**, press the arrow buttons.
6. Press **OK**.

   The process runs automatically. Wait three minutes for the process to complete and the printer to return to Ready.

Recycling Supplies

For more information on the Xerox® supplies recycling program, go to: www.xerox.com/gwa.

Managing the Printer

This section includes:

Checking Page Counts

You can check the total number of printed pages on the Configuration Page. The Print Volume section lists the total number of pages printed on each paper size.

Use Billing Meters to view impression count details for the printer. The current counts for color, black and white, and combined total impressions appear on the Billing Meters screen. The impression counts shown are used for billing. A page is one side of a sheet of paper that can be printed on one or two sides. A sheet printed on two sides counts as two impressions.

Printing the Configuration Page

1. At the printer control panel, press the Menu button.
2. Press **OK**.
3. Navigate to **Configuration**, then press **OK**.

Viewing the Billing Meters

1. On the printer control panel, press the **System** button.
2. Press the arrow buttons to select Billing Meters.
3. Press **OK**.

Setting the Panel Lock Password

The Panel Lock password limits access to the Admin menu. Admin menu options include Network, System Setup, Maintenance, Secure Setup, USB Setup, PCL Setup, PS Setup, and PDF Setup. Without the password, users cannot access these options. The default password is 0000.

To set the Panel Lock password:
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. Navigate to **Secure Setup**, then press **OK**.
4. Navigate to **Panel Lock**, then press **OK**.
5. Navigate to **Panel Lock Set**, then press **OK**.
6. Select **Enable**, then press **OK**.
7. To return to the main menu, press the **Return** button.

Changing the Panel Lock Password

The Panel Lock password limits access to the Admin menu.
1. At the printer control panel, press the Menu button.
2. Use the Up and Down arrows to navigate to Admin Menu, then press **OK**.
3. When prompted, enter your four-digit password, then press **OK**.
4. Navigate to **Secure Setup**, then press **OK**.
5. Navigate to **Panel Lock**, then press **OK**.
6. Navigate to **Change Password**, then press **OK**.
7. To select digits, use the **Up** and **Down** arrows. To advance to the next number, use the **Right** and **Left** arrows. When you finish selecting all four numbers, write down the password and store it for easy retrieval.
8. Press **OK**.
9. To return to the main menu, press the **Return** button.

Moving the Printer

To move the printer:

1. Turn off the printer and disconnect the power cord and other cables from the back of the printer.
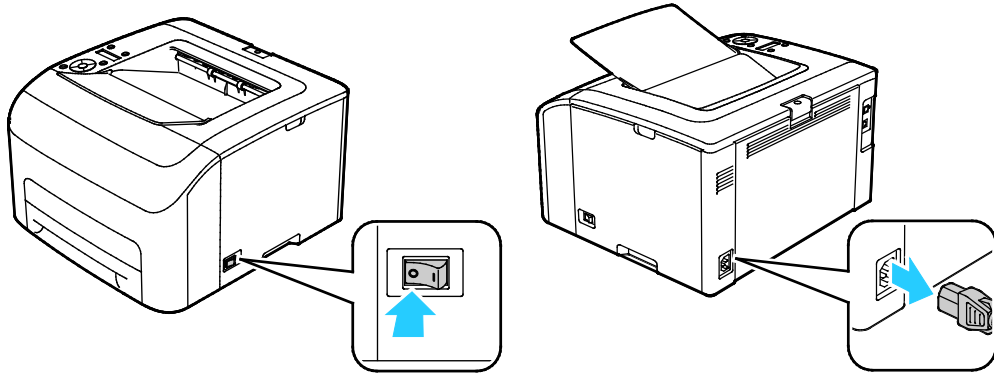
⚠ **WARNING:** To prevent electric shock, never touch the power plug with wet hands. When removing the power cord, ensure that you pull the plug and not the cord. Pulling the cord can damage it, which can lead to fire or electric shock.

2. Lift and carry the printer as shown in the illustration.

Note: To find the weight for your printer configuration, see Physical Specifications on page 121.

⚠ **CAUTIONS:**

- Failure to repackage the printer properly for shipment can result in damage not covered by the Xerox® Warranty, Service Agreement, or Total Satisfaction Guarantee. The Xerox® Warranty, Service Agreement, or Total Satisfaction Guarantee do not cover damage to the printer caused by improper moving.
- When moving the printer, do not tilt it more than 10 degrees to the front, back, left, or right. Tilting the printer more than 10 degrees can cause toner spillage.

After moving the printer:

1. Reinstall any parts you removed.
2. Reconnect the printer to the cables and power cord.
3. Plug in and turn on the printer.

Troubleshooting

7

This chapter includes:

General Troubleshooting

This section includes:

This section contains procedures to help you locate and resolve problems. Resolve some problems by simply restarting the printer.

Printer Does Not Turn On

Probable Causes	Solutions
The power switch is not turned on.	Turn on the switch.
The power cord is not correctly plugged into the outlet.	Turn off the printer power switch, and plug the power cord securely into the outlet.
Something is wrong with the outlet connected to the printer.	- Plug another electrical appliance into the outlet and see if it operates properly. - Try a different outlet.
The printer is connected to an outlet with a voltage or frequency that does not match the printer specifications.	Use a power source with the specifications listed in the Electrical Specifications on page 123.

⚠️ **CAUTION:** Plug the three-wire cord with grounding prong directly into a grounded AC outlet.

Printer Resets or Turns Off Frequently

Probable Causes	Solutions
The power cord is not plugged into the outlet correctly.	Turn off the printer, confirm that the power cord is plugged in correctly to the printer and the outlet, then turn on the printer.
A system error occurred.	Turn off the printer, then turn it on again. If the error persists, contact your Xerox representative.
The printer is connected to an uninterruptible power supply.	Turn off the printer, then connect the power cord to a suitable outlet.
The printer is connected to a power strip shared with other high-power devices.	Plug the printer directly into the outlet or into a power strip that is not shared with other high-power devices.

The Printer Does Not Print

Probable Causes	Solutions
The printer is in Power Saver mode.	Push the control panel button.
PrintingScout displays an error message.	Follow the instructions in the PrintingScout message to correct the problem. If the error persists, contact your Xerox representative.
The printer is out of paper.	Load paper into the tray.
A toner cartridge is empty.	Replace the empty toner cartridge.
The Error Indicator is blinking.	If the Ready Indicator is off, the printer has stopped working. Turn off the printer, then turn it on again. If the error persists, contact your Xerox representative.
Both control panel indicators are off.	Turn off the printer, confirm that the power cord is plugged in correctly to the printer and the outlet, then turn on the printer. If the error persists, contact your Xerox representative.
The printer is busy.	• If the Ready Indicator is flashing, it is normal. A previous print job could be the problem. Use PrintingScout to delete all print jobs in the print queue. Load the paper in the tray. • If the Ready Indicator is not flashing after you send a print job, check the USB connection between the printer and the computer. Turn off the printer, then turn it on again.
The printer cable is disconnected.	If the Ready Indicator is not flashing after you send a print job, check the USB or Ethernet connection between the printer and the computer.
The wireless connection has been disrupted.	To check the status of your wireless connection, print the Configuration Page and check the status for Link Quality. • If Link Quality lists as No Reception, check your router and modem to ensure that they are transmitting a signal. • If Link Quality lists as Good, Acceptable, or Weak, enter the IP address of the printer in a browser window. If you can access CentreWare Internet Services for your printer, but the printer still does not print, reinstall the print driver.

Printing Takes Too Long

Probable Causes	Solutions
The printer is set to a slower printing mode, for example, for printing on glossy or heavyweight paper.	It takes more time to print on certain types of special paper. Ensure that the paper type is set properly in the driver and at the printer control panel.
The printer is in Power Saver mode.	Wait for the printer to come out of Power Saver mode. It takes time for printing to start when the printer is coming out of Power Saver mode. If the page does not print at the rated speed of the printer, there could be a network or printer installation issue.
The way the printer was installed on the network could be an issue.	Determine if a print spooler or a computer sharing the printer is buffering all print jobs and then spooling them to the printer. Spooling can slow print speeds. To test the speed of the printer, print some information pages such as the Office Demo Page.
The job is complex.	Wait. No action needed.

Printer is Making Unusual Noises

Probable Causes	Solutions
There is an obstruction or debris inside the printer.	Turn off the printer and remove the obstruction or debris. If you cannot remove it, contact your Xerox representative.

Condensation has Formed Inside the Printer

Moisture can condense inside a printer where the humidity is above 85 % or when a cold printer is located in a warm room. Condensation can form in a printer after it has been sitting in a cold room that is heated quickly.

Probable Causes	Solutions
The printer has been sitting in a cold room.	Allow the printer to operate for several hours at room temperature.
The relative humidity of the room is too high.	• Reduce the humidity in the room. • Move the printer to a location where the temperature and relative humidity are within the operating specifications.

Paper Jams

This section includes:

Minimizing Paper Jams

The printer is designed to function with minimal paper jams using Xerox supported paper. Other paper types can cause jams. If supported paper is jamming frequently in one area, clean that area of the paper path.

The following can cause paper jams:

- Selecting the incorrect paper type in the print driver.
- Using damaged paper.
- Using unsupported paper.
- Loading paper incorrectly.
- Overfilling the tray.
- Adjusting the paper guides improperly.

Most jams can be prevented by following a simple set of rules:

- Use only supported paper. For details, see Supported Paper on page 62.
- Follow proper paper handling and loading techniques.
- Always use clean, undamaged paper.
- Avoid paper that is curled, torn, moist, creased, or folded.
- To separate the sheets before loading into the tray, fan the paper.
- Observe the paper tray fill line; never overfill the tray.
- Adjust the paper guides in all trays after inserting the paper. A guide that is not properly adjusted can cause poor print quality, misfeeds, skewed prints, and printer damage.
- After loading the trays, select the correct paper type and size on the control panel.
- When printing, select the correct type and size in the print driver.
- Store paper in a dry location.
- Use only Xerox paper and transparencies designed for the printer.

Avoid the following:

- Polyester coated paper that is specially designed for inkjet printers.
- Paper that is folded, wrinkled, or excessively curled.
- Loading more than one type, size, or weight of paper in a tray at the same time.
- Overfilling the trays.
- Allowing the output tray to overfill.

For a detailed list of supported paper, go to www.xerox.com/rmlna.

Locating Paper Jams

⚠️ **WARNING:** Never touch a labeled area on or near the heat roller in the fuser. You can get burned. If a sheet of paper is wrapped around the heat roller, do not try to remove it immediately. Switch off the printer immediately and wait 20 minutes for the fuser to cool. Try to remove the jam after the printer has cooled. If the error persists, contact your Xerox representative.

⚠️ **CAUTION:** Do not attempt to clear any paper jams using tools or instruments. This can permanently damage the printer.

The following illustration shows where paper jams can occur along the paper path:
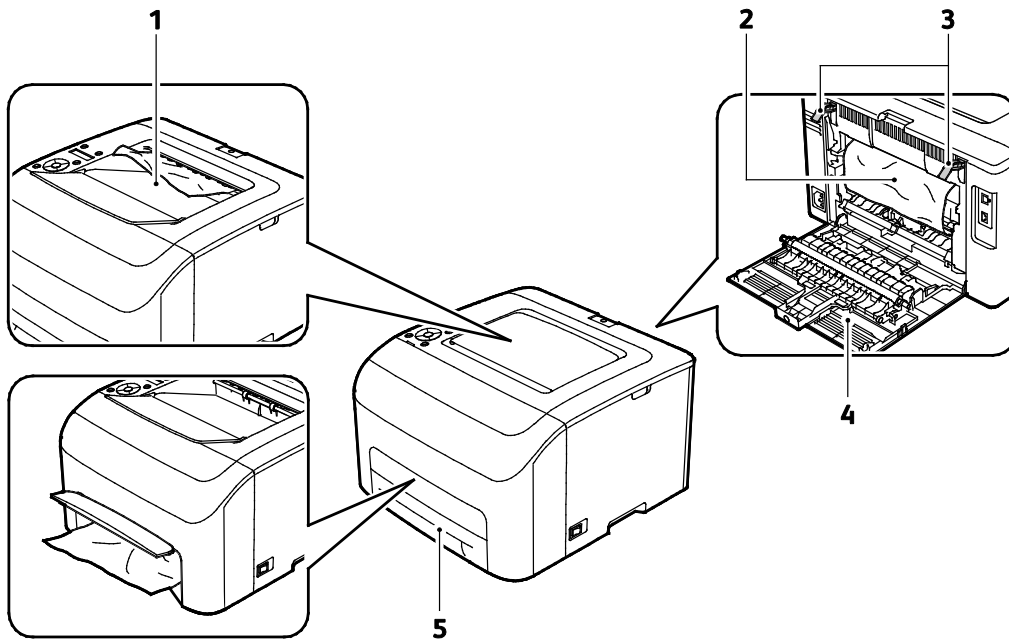
1. Output Tray
2. Transfer Belt
3. Release Levers

4. Rear Cover
5. Main Paper Tray with Jam Access Cover

Clearing Paper Jams

This section includes:

To facilitate clearing paper jams, you can activate Jam Recovery Mode. Jam Recovery Mode runs the printer for a brief period of time to move the paper further into the exit tray.

To run Jam Recovery Mode:

1. Press and hold the **Cancel** button for three seconds.
2. After the printer engine stops running, turn the power off, then remove the jammed paper.

Clearing Paper Jams From the Front of the Printer

Note: To resolve the error displayed on the control panel you must clear all paper from the paper path.

1. Remove the tray from the printer.
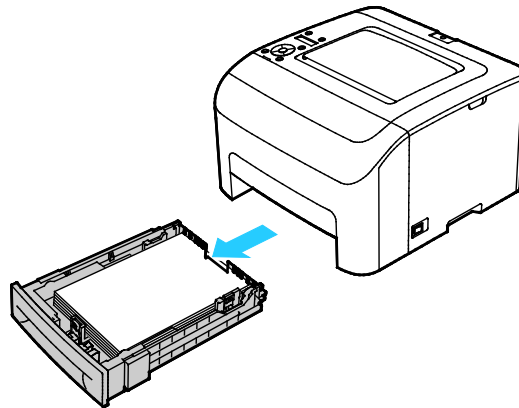
2. Remove any paper jammed at the front of the printer. For improved access to the jammed paper, flip open the Jam Access Cover.
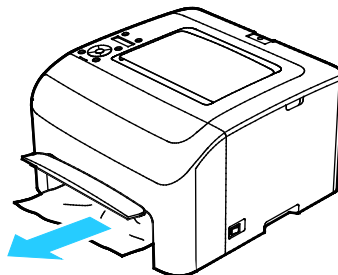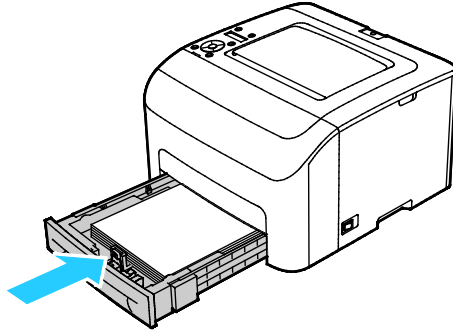
3. Slide the tray back into the printer.

4. Follow the instructions on the control panel display and in the Printer Status window of PrintingScout. Press **OK**.

Clearing Paper Jams From the Back of the Printer

Note: To resolve the error displayed on the control panel you must clear all paper from the paper path.

1. Push down on the rear cover release and pull the cover open.

2. Lift the green levers as shown.

3. Remove any jammed paper from the back of the printer.

4. Lower the levers to their original position.
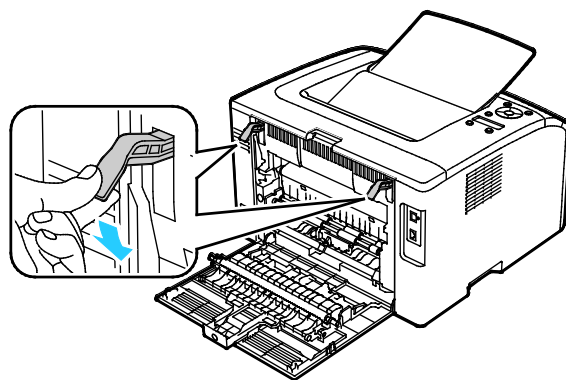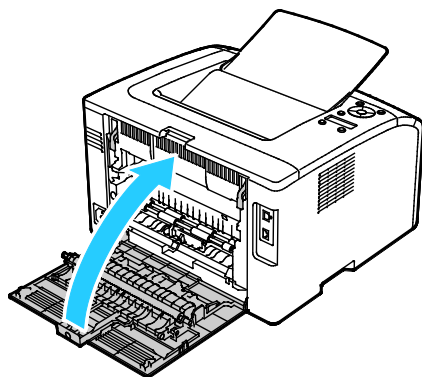
5. Close the rear cover.

6. Follow the instructions on the control panel display and in the Printer Status window of PrintingScout. Press **OK**.

Troubleshooting Paper Jams

This section includes:

Multiple Sheets Pulled Together

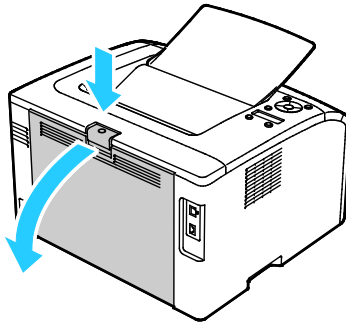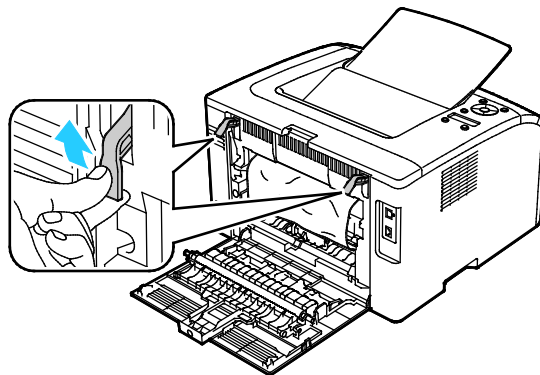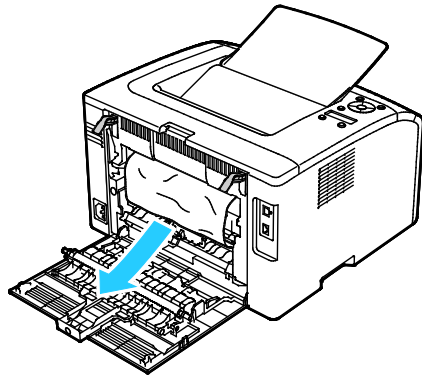| Probable Causes	Solutions
The paper tray is too full.	Remove some of the paper. Do not load paper past the fill line.
The edges of the paper are not even.	Remove the paper, align the edges, and then reload it.
The paper is moist from humidity.	Remove the paper from the tray, then replace it with new dry paper.
Too much static electricity is present.	Try a new ream of paper.
Unsupported paper is in the tray.	Use only Xerox approved paper. For details, see Supported Paper on page 62.
Humidity is too high for coated paper.	Feed paper one sheet at a time.

Paper Misfeeds

Probable Causes	Solutions
The paper is not correctly positioned in the tray.	- Remove the misfed paper and reposition it properly in the tray. - Adjust the paper guides in the tray to match the size of the paper.
The paper tray is too full.	Remove some of the paper. Do not load paper past the fill line.
The paper guides are not correctly adjusted to the paper size.	Adjust the paper guides in the tray to match the size of the paper.
The tray contains warped or wrinkled paper.	Remove the paper, smooth it out, and reload it. If it still misfeeds, do not use that paper.
The paper is moist from humidity.	Remove the moist paper and replace it with new, dry paper.
Using paper of the wrong size, thickness, or type.	Use only Xerox approved paper. For details, see Supported Paper on page 62.

Label and Envelope Misfeeds

Probable Causes	Solutions
The label sheet is facing the wrong way in the tray.	• Load label sheets according to the instructions from the manufacturer. Load labels face up in either tray.
Envelopes are loaded incorrectly.	• Load No. 10, DL, and Monarch envelopes in the trays with the print side up, flaps closed, flap-side down, and the short edge leading into the printer. • Load C5 envelopes with the print side up, flaps open and facing away from the printer.
No. 10, DL, and Monarch envelopes are wrinkling.	To prevent wrinkling on No. 10, DL, C5, or Monarch envelopes, load them print side up, flaps open and facing away from the printer. Note: When you load envelopes long-edge feed, ensure that you specify landscape orientation in the print driver.

Paper Jam Message Stays On

Probable Causes	Solutions
Some paper remains jammed in the printer.	Recheck the media path and make sure that you have removed all of the jammed paper.
One of the printer doors is open.	Check the doors on the printer. Close any door that is open.

Note: Check for, and remove, torn pieces of paper in the paper path.

Print-Quality Problems

This section includes:

Your printer is designed to produce consistently high-quality prints. If you observe print-quality problems, use the information in this section to troubleshoot the problem. For more information, go to www.xerox.com/office/6022support.

⚠ **CAUTION:** The Xerox Warranty, Service Agreement, or Xerox Total Satisfaction Guarantee does not cover damage caused by using unsupported paper or specialty media. The Xerox Total Satisfaction Guarantee is available in the United States and Canada. Coverage could vary outside these areas. Please contact your local representative for details.

Notes:

- To ensure consistent print quality, the toner cartridges and imaging units for many models of equipment are designed to cease functioning at a predetermined point.

- Grayscale images printed with the composite black setting increment the color pages counter, because color consumables are used. Composite black is the default setting on most printers.

Controlling Print Quality

Various factors can affect the quality of the output of your printer. For consistent and optimum print quality, use paper and toner designed for your printer, and correctly set the Paper Type, Print-Quality Mode, and Color Adjustments. To maintain optimum print quality from your printer, follow the guidelines in this section.

Temperature and humidity affect the quality of the printed output. The guaranteed range for optimal quality is 15–28˚C (59–82˚F) and 20–70 % relative humidity.
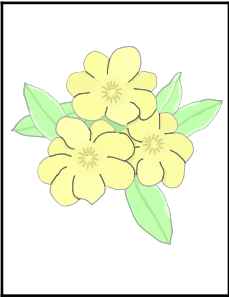
Solving Print-Quality Problems
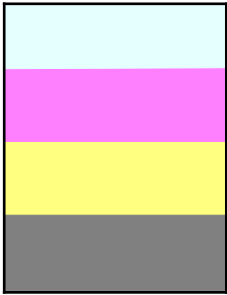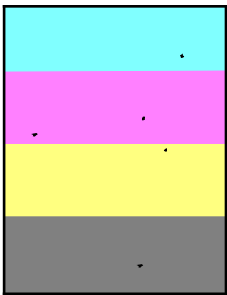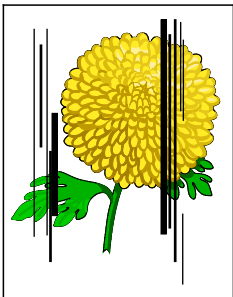
When the print quality is poor, select the closest symptom from the following table and see the corresponding solution to correct the problem. You can also print a Demo Page to more precisely determine the print-quality problem. For details, see Information Pages on page 24.
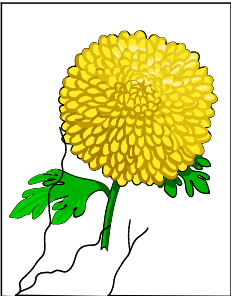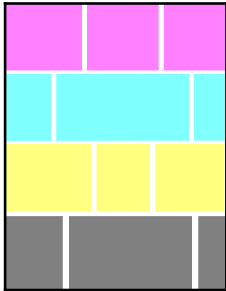
If the print quality does not improve after carrying out the appropriate action, contact your Xerox representative.
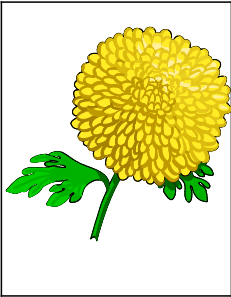
Notes:

- To enhance print quality, toner cartridges for many models of equipment have been designed to cease functioning at a predetermined point.
- Grayscale images printed with the composite black setting increment the color pages counter, because color consumables are used. Composite black is the default setting on most printers.

Symptom	Cause	Solution
Faded printouts with multiple colors faded	The paper type is heavier or thicker than the paper type selection.	Adjust the paper type settings. For details, see Adjusting Paper Type on page 91.
	The paper being used is outside the recommended specification range.	Replace the paper with a recommended size and type, and confirm that your control panel and print driver settings are correct. For details, see Supported Paper on page 62.
	The toner cartridges are not Xerox® toner cartridges.	Replace the toner cartridges with genuine Xerox® toner cartridges. It can take several prints before full quality is restored.
	The bias transfer roller voltage is insufficient for the paper type.	Increase the bias transfer voltage for the selected paper type. For details, see Adjusting the Bias Transfer Roller on page 91.
	The fuser is not adjusted for the paper type.	Adjust the fuser. For details, see Adjusting the Fuser on page 92.
	The paper is damp.	Replace the paper.
	The high-voltage supply is defective.	For assistance, go to the Xerox® Support website at www.xerox.com/office/6022support.

Symptom	Cause	Solution
Only one color is faded	Toner cartridge is empty or damaged.	Check the condition of the toner cartridge and replace it if necessary.
Stray black dots, white areas, or dropouts	The paper is outside the recommended specification range.	Replace the paper with a recommended size and type, and confirm that your control panel and print driver settings are correct. For details, see Supported Paper on page 62.
	The toner cartridges are not Xerox® toner cartridges.	Replace the toner cartridges with genuine Xerox® toner cartridges. For details, see Consumables on page 93.
• Vertical black or color streaks or multiple colored streaks or lines • Streaks in one color only	The toner cartridges are not Xerox® toner cartridges.	Replace the toner cartridges with genuine Xerox® toner cartridges. For details, see Consumables on page 93.
	There is a problem with the toner cartridge for that color.	Check the condition of the toner cartridge and replace it if necessary. For assistance, go to the Xerox® Support website at www.xerox.com/office/6022support.
Color around the edge of printing is incorrect	The color registration is incorrect.	Adjust the color registration. For details, see Color Registration on page 90.

Symptom	Cause	Solution
Partial blanks, creased paper, or blotted printing	The paper is damp.	Replace the paper.
	The paper is outside the recommended specification range.	Replace the paper with a recommended size and type, and confirm that your control panel and print driver settings are correct. For details, see Supported Paper on page 62.
	The printer is worn or damaged.	For assistance, go to the Xerox® Support website at www.xerox.com/office/6022support.
	The toner cartridges are not Xerox® toner cartridges.	Replace the toner cartridges with genuine Xerox® toner cartridges. For details, see Consumables on page 93.
	The altitude setting is incorrect.	Adjust the altitude setting of the printer. For details, see Adjusting the Altitude on page 92.
	Condensation inside the printer causes partial blanks or creased paper.	Turn on the printer and leave it on for at least one hour remove the condensation. For assistance, go to the Xerox® Support website at www.xerox.com/office/6022support.
Vertical blanks	The lenses are being blocked.	Clean the lenses inside of the printer. For details, see Cleaning the LED Lenses on page 85.
	The printer is worn or damaged.	For assistance, go to the Xerox® Support website at www.xerox.com/office/6022support.
	The toner cartridges are not Xerox® toner cartridges.	Replace the toner cartridges with genuine Xerox® toner cartridges. For details, see Consumables on page 93.

Symptom	Cause	Solution
Slanted printing	The paper guides are not correctly adjusted to the paper size.	Reset the paper tray guides. For details, see Loading Paper on page 65.
Colors are blurry or there is white area around objects	Color-to-color alignment is not correct.	Perform an automatic color registration adjustment. For details, see Color Registration on page 90.
Blotchy or mottled images	The paper is too light or too thin.	Choose a different paper type at the control panel, in the application, and in the print driver.
	The bias transfer roller voltage is insufficient for the paper type.	Increase the bias transfer voltage for the selected paper type. For details, see Adjusting the Bias Transfer Roller on page 91.
	The fuser is not adjusted for the paper type.	Adjust the fuser. For details, see Adjusting the Fuser on page 92.
	The paper is damp.	Replace the paper.
	The relative humidity of the room is too high.	Reduce the humidity in the room or move the printer to a new location.
Paper curls or frequent jams in the rear cover	The bias transfer roller needs to be refreshed.	Refresh the bias transfer roller. For details, see Refreshing the Bias Transfer Roller on page 92.

Getting Help

This section includes:

Your printer comes with utilities and resources to help you troubleshoot printing problems.

Error and Status Messages

The printer control panel provides information and troubleshooting help. When an error or warning condition occurs, the control panel informs you of the problem. Error messages warn you about printer conditions, such as low supplies or doors open, that require your attention.

PrintingScout Alerts

PrintingScout is a utility installed with your Xerox® print driver. It automatically checks the printer status when you send a print job. If the printer is unable to print, a PrintingScout alert appears on your computer screen to let you know that the printer needs attention. In the PrintingScout dialog box, click the alert to view instructions explaining how to fix the problem.

> Note: PrintingScout is a Windows-only application.

Online Support Assistant

The Online Support Assistant is a knowledge base that provides instructions and troubleshooting help to solve your printer problems. You can find solutions for print-quality problems, paper jams, software installation issues, and more.

To access the Online Support Assistant, go to www.xerox.com/office/6022support.

Specifications

A

This appendix includes:

Standard Features

Functions	Print
Print speed	18 ppm
Print resolution	600 x 600 dpi from the print driver prints at 1200 x 2400 dpi enhanced
Paper capacity	• 150 sheets of standard paper • One sheet of coated paper • Five envelopes • 100 sheets of standard paper in the output tray
2-Sided Printing	Manual
Maximum print size	Legal (216 x 356 mm, 8.5 x 14 in.)
Control panel	Button-navigated menu with two-line display
Connectivity	• Universal Serial Bus (USB 2.0) • Ethernet 10/100 Base-T • Wireless network connectivity
Remote access	CentreWare Internet Services

Physical Specifications

Dimensions and Weight

Width	397 mm (15.6 in.)
Depth	398 mm (15.6 in.)
Height	246 mm (9.7 in.)
Weight	12.3 kg (27.2 lb.)

Total Space Requirements

Width	927 mm (36.5 in.)
Depth	1488 mm (58.6 in.)
Height	559 mm (22 in.)

Clearance Requirements
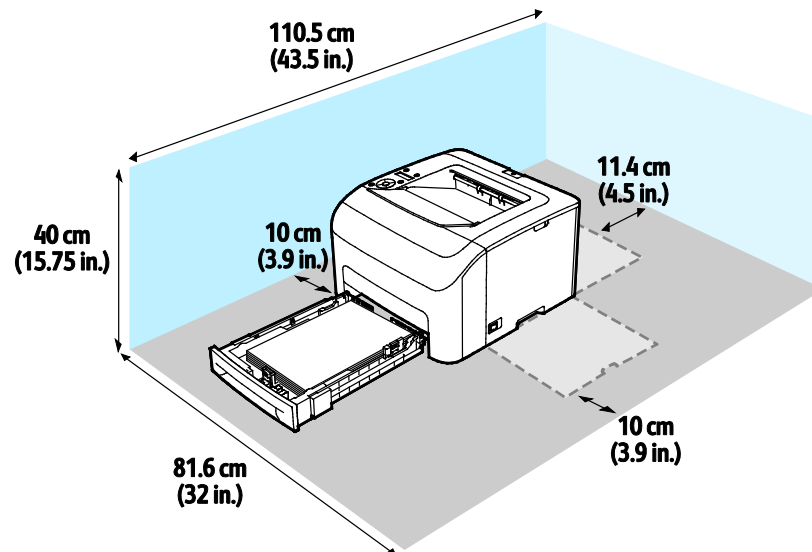
Environmental Specifications

Temperature

- Operating temperature: 10–32°C (50–90°F)
- Optimum temperature: 15–28°C (59–82°F)

Relative Humidity

- Minimum–Maximum Humidity Range: 10–85 %
- Optimal Humidity Range: 20–70 % relative humidity at 28°C (82°F)

    Note: Under extreme environmental conditions, such as 10°C and 85 % relative humidity, defects can occur due to condensation.

Elevation

For optimum performance, use the printer at elevations below 3100 m (10,170 ft.).

Electrical Specifications

Power Supply Voltage and Frequency

Power Supply Voltage	Power Supply Frequency
110–127 VAC +/-10 %, (99–140 VAC)	50 Hz +/- 3 Hz 60 Hz +/- 3 Hz
220–240 VAC +/-10 %, (198–264 VAC)	50 Hz +/- 3 Hz 60 Hz +/- 3 Hz

Power Consumption

Printer Mode	Power Consumption
Power Saver Mode 1 (Low Power)	11 W or less
Power Saver Mode 2 (Sleep)	3 W or less
Ready/Standby	51 W
Continuous printing	320 W or less

This printer does not consume electric power when the power switch is turned off even if the printer is connected to an AC outlet.

ENERGY STAR Qualified Product

This product is ENERGY STAR® qualified under the ENERGY STAR Program Requirements for Imaging Equipment.

The ENERGY STAR and ENERGY STAR mark are registered United States trademarks.

The ENERGY STAR Imaging Equipment Program is a team effort between United States, European Union, and Japanese governments and the office equipment industry to promote energy-efficient copiers, printers, fax, multifunction printers, personal computers, and monitors. Reducing product energy consumption helps combat smog, acid rain, and long-term changes to the climate by decreasing the emissions that result from generating electricity.

ENERGY STAR settings are preset on Xerox® equipment at the factory to switch to Power Saver modes after 2 minutes from the last copy or print.

Performance Specifications

Printer warm up time

- Power on: 28 seconds or less.
- Recovery from sleep mode: 28 seconds or less.

    Note: Warm up time assumes an ambient temperature of 20°C (68°F) at 60 % relative humidity.

Controller Specifications

Processor

525 MHz ARM11MP

Memory

256 MB RAM

Interfaces

Universal Serial Bus (USB 2.0)

Ethernet 10/100 Base-T

IEEE802.11.b/g/n wireless connectivity

Regulatory Information

B

This appendix includes:

Basic Regulations

Xerox has tested this printer to electromagnetic emission and immunity standards. These standards are designed to mitigate interference caused or received by this printer in a typical office environment.

United States FCC Regulations

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy. If it is not installed and used in accordance with these instructions, it may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference in which case the user will be required to correct the interference at his/her own expense.

If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

Changes or modifications to this equipment not approved by Xerox can void the authority of the user to operate this equipment.

Note: To ensure compliance with Part 15 of the FCC rules, use shielded interface cables.

Canada

This Class A digital apparatus complies with Canadian ICES-003.

Cet appareil numérique de la classe A est conforme à la norme NMB-003 du Canada.

European Union

The CE mark applied to this product symbolizes a declaration of conformity by Xerox with the following applicable Directives of the European Union as of the dates indicated:

- December 12, 2006: Low Voltage Directive 2006/95/EC
- December 15, 2004: Electromagnetic Compatibility Directive 2004/108/EC
- March 9, 1999: Radio & Telecommunications Terminal Equipment Directive 1999/5/EC

This printer, if used properly in accordance with the instructions, is not dangerous for the consumer or for the environment.

To ensure compliance with European Union regulations, use shielded interface cables.

A signed copy of the Declaration of Conformity for this printer can be obtained from Xerox.

European Union Lot 4 Imaging Equipment Agreement Environmental Information

Environmental Information Providing Environmental Solutions and Reducing Cost

The following information has been developed to assist users and has been issued in relation to the European Union (EU) Energy Related Products Directive, specifically the Lot 4 study on Imaging Equipment. This requires manufacturers to improve environmental performance of in scope products and supports the EU action plan on energy efficiency.

In scope products are Household and Office equipment that meet the following criteria.

- Standard monochrome format products with a maximum speed less than 66 A4 images per minute
- Standard color format products with a maximum speed less than 51 A4 images per minute

Introduction

The following information has been developed to assist users and has been issued in relation to the European Union (EU) Energy Related Products Directive, specifically the Lot 4 study on Imaging Equipment. This requires manufacturers to improve environmental performance of in scope products and supports the EU action plan on energy efficiency.

In scope products are Household and Office equipment that meet the following criteria.

- Standard monochrome format products with a maximum speed less than 66 A4 images per minute
- Standard color format products with a maximum speed less than 51 A4 images per minute

Environmental Benefits of Duplex Printing

Most Xerox products have duplex printing, also known as 2-sided printing, capability. This enables you to print on both sides of the paper automatically, and therefore helps to reduce the use of valuable resources by reducing your paper consumption. The Lot 4 Imaging Equipment agreement requires that on models greater than or equal to 40 ppm color or greater than or equal to 45 ppm monochrome the duplex function has been auto enabled, during the setup and driver installation. Some Xerox models below these speed bands may also be enabled with 2-sided printing settings defaulted on at the time of install. Continuing to use the duplex function will reduce the environmental impact of your work. However, should you require simplex/1-sided printing, you may change the print settings in the print driver.

Paper Types

This product can be used to print on both recycled and virgin paper, approved to an environmental stewardship scheme, which complies with EN12281 or a similar quality standard. Lighter weight paper (60 g/m²), which contains less raw material and thus save resources per print, may be used in certain applications. We encourage you to check if this is suitable for your printing needs.

ENERGY STAR

The ENERGY STAR program is a voluntary scheme to promote the development and purchase of energy efficient models, which help to reduce environmental impact. Details on the ENERGY STAR program and models qualified to ENERGY STAR can be found at the following website:
www.energystar.gov/index.cfm?fuseaction=find_a_product.showProductGroup&pgw_code=IEQ

For additional information on energy or other related topics, please see
www.xerox.com/about-xerox/environment/enus.html or
www.xerox.co.uk/about-xerox/environment/engb.html.

Power Consumption and Activation Time

The amount of electricity that a product consumes depends on the way the device is used. This product is designed and configured to enable you to reduce your electricity usage.

After the last print, the device switches to Ready mode. In this mode, the device can print again immediately. If the product is not used for a period of time, the device switches to a Power Saver mode. In these modes, to enable reduced product power consumption, only essential functions remain active. The product takes slightly longer to produce the first print after it exits Power Saver mode than it takes in Ready mode. This delay is the result of the system waking up from Power Saver mode and is typical of most imaging products on the market.

You can set a longer activation time or completely deactivate the Power Saver mode. This device can take longer to switch to a lower energy level.

Note: Changing the default Power Saver activation times can result in an overall higher energy consumption of the product.

To learn more about Xerox participation in sustainability initiatives, go to:
www.xerox.com/about-xerox/environment/enus.html.

Environmental Choice Certified to Office Machines CCD-035

This product is certified to Environmental Choice standard for office machines, meeting all requirements for reduced environmental impact. As part of achieving certification, Xerox Corporation has proven this product meets the Environmental Choice criteria for energy efficiency. Certified copier, printer, multifunctional device, and fax products must also meet criteria such as reduced chemical emissions and demonstrate compatibility with recycled supplies. Environmental Choice was established in 1988 to help consumers find products and services with reduced environmental impacts. Environmental Choice is a voluntary, multi-attribute, and lifecycle-based environmental certification. This certification indicates that a product has undergone rigorous scientific testing, exhaustive auditing, or both, to prove its compliance with stringent, third-party, environmental performance standards.

Germany

Blendschutz

Das Gerät ist nicht für die Benutzung im unmittelbaren Gesichtsfeld am Bildschirmarbeitsplatz vorgesehen. Um störende Reflexionen am Bildschirmarbeitsplatz zu vermeiden, darf dieses Produkt nicht im unmittelbaren Gesichtsfeld platziert werden.

Lärmemission

Maschinenlärminformations-Verordnung 3. GPSGV: Der höchste Schalldruckpegel beträgt 70 dB(A) oder weniger gemäß EN ISO 7779.

Importeur

Xerox GmbH

Hellersbergstraße 2-4

41460 Neuss

Deutschland

Turkey RoHS Regulation

In compliance with Article 7 (d), we hereby certify "it is in compliance with the EEE   regulation."

"EEE yönetmeliğine uygundur."

Regulatory Information for 2.4 GHz Wireless Network Adapter

This product contains a 2.4 GHz Wireless LAN radio transmitter module which complies with the requirements specified in FCC Part 15, Industry Canada RSS-210 and European Council Directive 99/5/EC.

Operation of this device is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Changes or modifications to this device not specifically approved by the Xerox Corporation may void the user's authority to operate this equipment.

Material Safety Data Sheets

For Material Safety Data information regarding your printer, go to:

- North America: www.xerox.com/msds
- European Union: www.xerox.com/environment_europe

For the Customer Support Center phone numbers, go to www.xerox.com/office/worldcontacts.

Recycling and Disposal

C

This appendix includes:

All Countries

If you are managing the disposal of your Xerox product, please note that the printer may contain lead, mercury, perchlorate, and other materials whose disposal may be regulated due to environmental considerations. The presence of these materials is fully consistent with global regulations applicable at the time that the product was placed on the market. For recycling and disposal information, contact your local authorities. Perchlorate Material: This product may contain one or more Perchlorate-containing devices, such as batteries. Special handling may apply, please see www.dtsc.ca.gov/hazardouswaste/perchlorate.

North America

Xerox operates an equipment take-back and reuse/recycle program. Contact your Xerox representative (1-800-ASK-XEROX) to determine if this Xerox product is part of the program. For more information about Xerox environmental programs, visit www.xerox.com/environment, or for recycling and disposal information, contact your local authorities.

European Union

Some equipment may be used in both a domestic/household and a professional/business application.

Domestic/Household Environment

Application of this symbol on your equipment is confirmation that you should not dispose of the equipment in the normal household waste stream.

In accordance with European legislation, end of life electrical and electronic equipment subject to disposal must be segregated from household waste.

Private households within EU member states may return used electrical and electronic equipment to designated collection facilities free of charge. Please contact your local disposal authority for information.

In some member states, when you purchase new equipment, your local retailer may be required to take back your old equipment free of charge. Please ask your retailer for information.

Professional/Business Environment

Application of this symbol on your equipment is confirmation that you must dispose of this equipment in compliance with agreed national procedures.

In accordance with European legislation, end of life electrical and electronic equipment subject to disposal must be managed within agreed procedures.

Prior to disposal, please contact your local reseller or Xerox representative for end of life take-back information.

Collection and Disposal of Equipment and Batteries

These symbols on the products and/or accompanying documents mean that used electrical and electronic products and batteries should not be mixed with general household waste.

For proper treatment, recovery, and recycling of old products and used batteries, please take them to applicable collection points, in accordance with your national legislation and the Directive 2002/96/EC and 2006/66/EC.

By disposing of these products and batteries correctly, you will help to save valuable resources and prevent any potential negative effects on human health and the environment which could otherwise arise from inappropriate waste handling.

For more information about collection and recycling of old products and batteries, please contact your local municipality, your waste disposal service or the point of sale where you purchased the items.

Penalties may be applicable for incorrect disposal of this waste, in accordance with national legislation.

Business Users in the European Union

If you wish to discard electrical and electronic equipment, please contact your dealer or supplier for further information.

Disposal Outside of the European Union

These symbols are only valid in the European Union. If you wish to discard these items, please contact your local authorities or dealer and ask for the correct method of disposal.

Battery Symbol Note

This wheeled bin symbol may be used in combination with a chemical symbol. This establishes compliance with the requirements set out by the Directive.

Hg

Battery Removal

Batteries should only be replaced by a manufacturer-approved service facility.

Other Countries

Please contact your local waste management authority to request disposal guidance.