

## **HP JetAdmin Utility**

The HP JetAdmin Utility is an administrative tool used to install and configure Hewlett-Packard printers connected to a network using an HP JetDirect print server (network interface). The HP JetAdmin utility operates as a Microsoft Windows utility and can be used for networking when a Novell NetWare server is available or when the Novell NetWare file server is not available (Peer to Peer).

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## To View the Graphical Printer Status

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the **Printer** tab.

A [graphical representation](#) of the printer status is shown in the upper-left corner of the page.

- 3 Click **OK** when you are finished.
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## Graphical Printer Status

Displays a graphical representation of the current printer status. The following list of conditions are described by the graphics:

- [Cover Open](#)
  - [Output Bin Full](#)
  - [Paper Jam](#)
  - [Paper Out](#)
  - [Toner Low](#)
  - [JetDirect/EX Disconnected](#)
  - [Printer Error](#)
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## **Cover Open**

The printer's top cover is open, the toner cartridge is missing, or the cooling fan is not working.

Make sure the top cover of the printer is securely closed, the toner cartridge is installed, and the fan is operating.

## **Output Bin Full**

The output bin is full.

Remove paper from the output bin to resume printing.

## **Paper Jam**

A paper jam occurred.

Clear the paper jam. See the printer documentation for more information on clearing paper jams.

## **Paper Out**

The printer is currently out of paper, or the paper tray is not installed correctly.

Fill and reinstall the paper tray.

## **Toner Low**

The toner cartridge is low.

Try shaking the toner cartridge. Replace the toner cartridge in the near future.



## **JetDirect/EX Disconnected**

The parallel cable is not connected or not correctly connected.

Verify the cable is connected correctly. If the problem persists, contact your network administrator.

## **Printer Error**

An printer error occurred. This may be due to a page protection condition within the printer, an out of memory condition, or out of paper.

See the status section of this window for the current printer status and the printer message currently displayed on the printer. See the printer documentation for more information on the error.

## **Busy**

The internal communication channel of the printer subsystem is busy. If this continues, turn the printer OFF, then back ON.

## **Online**

The printer is online and ready to print.

## **Printing**

The printer is printing.

## **Printing Test Page**

The printer is in the process of generating and printing a self-test page or configuration plot.

## **Initializing**

The HP JetDirect print server is initializing itself on the network.

When the printer is first turned on, the HP JetDirect print server must determine the protocol used on the network. Wait a few moments, then try sending the print job again.

## **Offline**

The printer is offline. Press the On Line key on the printer control panel to return the printer online and allow the printer to process print jobs.



## **Out of Memory**

Insufficient memory was available to process the print job.

To prevent this error condition, reduce the complexity of graphics, remove soft fonts, simplify the print job, or add additional memory to the printer.

## **Page Protection Needed**

Insufficient memory was available to process the print job.

Set the printer or driver to the suggested page protection setting.

See the printer documentation for more information on page protection.

## **No Toner Cartridge**

The toner cartridge is not installed in the printer.

Complete the installation process for the selected printer.

## **No Ink Cartridge**

The ink cartridge is not installed in the printer.

Complete the installation process for the selected printer.

## **Server Error**

A communication problem exists between the HP JetDirect print server and the file server.

## **Resetting Printer**

The printer has been reset.

Wait a few minutes for the message to change.

## **Warming Up**

The printer is warming up. Wait a few minutes until the message changes.

If the message persists for over 3 minutes, service may be required.

## To Change Printer Settings

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the tab for the type of setting you want to change.
- 3 Select the new settings.
- 4 Repeat steps 2 and 3 for any other settings.
- 5 Click **OK** to activate your selections.

### Note

To change printer settings, you must have supervisor rights on one of the file servers that the interface is configured to service.

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## To View Printer Status

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the **Printer** tab.

The printer status is shown on the left side of this page.

- 3 Click **OK** when you are finished.

### See Also

[Printer Status](#)

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## Printer Status

Lists the current status of the printer. The status is made up of three items:

- **Status Message** - Lists the current status of the printer such as online or offline.
  - **Printer Message** - Lists the printer message currently displayed on the printer control panel.
  - **Traffic Light Icon** - Displays 1 of 3 states representing the current state of the printer.
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## Traffic Light Icon



Displays 1 of 3 states representing the current state of the printer:

- **Red:** A critical error condition exists on the printer which requires user interaction with the printer to continue printing.
  - **Yellow:** A non-critical error condition exists on the printer, but the printer does not require immediate attention.
  - **Green:** The printer is ready to print.
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## To View Printer Capabilities

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the **Printer** tab.

Printer capabilities are shown on the lower right side of this page. Capabilities currently installed in the printer may include PCL, PostScript, PowerSave mode, and other capabilities.

- 3 Click **OK** when you are finished.
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## To Access Property Pages

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the tab for the property page you want displayed.

### Hints

- To access property pages from the printer list, double-click the printer you want.
  - Click Help for additional information on the currently displayed property page.
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## To View the Printer Model

- 1 With the printer highlighted in the list of available printers, click **Printer** at the top of the main window, then click **Properties**.

The available property pages appear.

- 2 Click the **Printer** tab.

The currently selected printer model and icon is shown on the upper-right side of this page.

- 3 Click **OK** when you are finished.
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## Printer Property Page

Lists the printer status, model, capabilities, and a brief description of the selected printer.

### See Also

 [Graphical Printer Status](#)

 [Printer Status](#)

### Hints

- To access property pages from the printer list, double-click the printer you want.
  - Selections on property pages that are grayed out are not available for the currently selected printer.
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## Page Control Property Page

From this page you can set printer page control selections remotely, including the following items:

[Manual Feed](#)

[Output Bin](#)

[Job Offset](#)

### Hints

- These selections change the default settings in the printer, not settings on a per job basis.
  - To access property pages from the printer list, double-click the printer you want.
  - Selections on property pages that are grayed are not available for the currently selected printer.
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## To Select Manual Feed

- 1 With the [property pages displayed](#), click the **Page Control** tab.
  - 2 Check **ON** under [Manual Feed](#) to enable manual feed or check **OFF** to disable it.
  - 3 Click **OK** to activate your selection.
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## To Select the Output Bin

- 1 With the [property pages displayed](#), click the **Page Control** tab.
  - 2 Check the appropriate [output bin](#).
  - 3 Click **OK** to activate your selection.
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## To Select Job Offset

- 1 With the [property pages displayed](#), click the **Page Control** tab.
  - 2 Check **On** under [Job Offset](#) to enable Job Offset or check **Off** to disable it.
  - 3 Click **OK** to activate your selection.
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## Page Setup Property Page

From this page you can remotely configure the printing attributes of the printer including the following selections:

- [Orientation](#)
- [Number of Copies](#)
- [Form Lines](#)
- [Two-Sided Printing](#)
- [Paper Size](#)

### Hints

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These selections change the default settings in the printer, not settings on a per job basis.

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To access property pages from the printer list, double-click the printer you want.

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Selections on property pages that are grayed out are not available for the currently selected printer.

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## To Select the Page Orientation

1 With the [property pages displayed](#), click the **Page Setup** tab.

2 To print across the width of your paper, check **Portrait** under Orientation.



3 To print across the length of your paper, check **Landscape** under Orientation.



4 Click **OK** to activate your selection.

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## To Select the Number of Copies

- 1 With the [property pages displayed](#), click the **Page Setup** tab.
- 2 Use the scroll buttons in the [Copies](#) box to select the number of copies desired.

You can also highlight the Copies box and type in the number of copies desired.

- 3 Click **OK** to activate your selection.

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## To Select the Number of Form Lines

- 1 With the [property pages displayed](#), click the **Page Setup** tab.
- 2 Use the scroll buttons in the [Form Lines](#) box to select the number of lines per page desired.  
You can also highlight the Form Lines box and type in the number of lines per page desired.
- 3 Click **OK** to activate your selection.

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## To Select Two-Sided Printing and Binding Options

- 1 With the [property pages displayed](#), click the **Page Setup** tab.
- 2 To print on both sides of the paper so that pages can be bound along the length of the sheet, check **Long Edge Binding** under Two-Sided Printing.



- 3 To print on both sides of the paper so that pages can be bound along the width of the sheet, check **Short Edge Binding** under Two-Sided Printing.

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- 4 To disable two-sided printing, check **None**.

- 5 Click **OK** to activate your selection.

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## To Select Your Paper Size

- 1 With the [property pages displayed](#), click the **Page Setup** tab.
- 2 Select the down arrow in the Paper Size box.
- 3 Select the [paper size](#) you want.
- 4 Click **OK** to activate your selection.

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## Print Quality Property Page

From this page you can remotely configure print quality attributes of the printer including the following selections:

- [Resolution Enhancement \(REt\)](#)
- [Resolution](#)
- [Economy Mode](#)
- [Density](#)

### Hints

- To access property pages from the printer list, double-click the printer you want.
- Selections on property pages that are grayed out are not available for the currently selected printer.
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## To Set Resolution Enhancement (REt)

- 1 With the [property pages displayed](#), click the **Print Quality** tab.
- 2 Select the down arrow in the Resolution Enhancement (REt) box.
- 3 Select the [Resolution Enhancement](#) setting you desire.
- 4 Click **OK** to activate your selection.
- 5 Verify the setting by printing a self-test page and examining the REt pattern on the printout. If required, select a different setting.

### Hints

Since the [print density](#) and REt setting may affect each other, it is a good practice to adjust both of them at the same time.

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## **Resolution Enhancement (REt)**

Resolution Enhancement technology (REt) refines the print quality of characters and graphics by smoothing the fine gradations along the angles and curves of the printed image. For optimum print quality, print a self-test page for each available REt setting, then select the setting in which the shading of the REt pattern of the printout is most nearly uniform.

The optimum setting for REt varies over the life of the printer. For optimum print quality, you may occasionally need to change the REt setting.

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## To Set Resolution

- 1 With the [property pages displayed](#), click the **Print Quality** tab.
- 2 Check the [Resolution setting](#) (dots per inch) you desire.
- 3 Click **OK** to activate your selection.

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## To Select Economy Mode

- 1 With the [property pages displayed](#), click the **Print Quality** tab.
- 2 Check **On** below [Economy Mode](#) to enable the mode or **OFF** to disable it.
- 3 Click **OK** to activate your selection.

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## Errors Property Page

From this page you can select how the printer handles certain error conditions including the following conditions:

- [PostScript Jam Recovery](#)
- [Clearable Warnings](#)
- [Non-Critical Errors \(Auto Continue\)](#)

This page also displays an error log which lists the last 5 error conditions that occurred in the currently selected printer.

### Hints

- To access property pages from the printer list, double-click the printer you want.
- Selections on property pages that are grayed out are not available for the currently selected printer.
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## To Set Non-Critical Error Handling

- 1 With the [property pages displayed](#), click the **Errors** tab.
- 2 Check **On** under Auto Continue to have non-critical error messages appear for 10 seconds before the printer resumes printing.
- 3 Check **Off** under Auto Continue to require the user to acknowledge non-critical error messages by pressing **Continue** on the printer before the printer resumes printing.
- 4 Click **OK** to activate your selection.

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## To Set Clearable Warning Handling

- 1 With the [property pages displayed](#), click the **Errors** tab.
- 2 Check **On** under [Clearable Warnings](#) to have clearable warning messages remain on the printer control panel until they are acknowledged by the user.
- 3 Check **Off** under Clearable Warnings to have clearable warning messages remain on the printer control panel until the end of the current print job.
- 4 Click **OK** to activate your selection.

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## To Select PostScript Jam Recovery

- 1 With the [property pages displayed](#), click the **Errors** tab.
- 2 Check **On** under PostScript Jam Recovery to have the printer reprint jammed pages once a paper jam has been cleared.

Setting Jam Recover **On** impacts printer performance.

- 3 Check **Off** under PostScript Jam Recovery to have the printer continue without reprinting jammed pages when a paper jam is cleared.
- 4 Click **OK** to activate your selection.

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## Advanced Property Page

From this page you can configure the operation of the selected printer including the following items:

- [Printer Personality](#)
- [Power Save Mode](#)
- [Asset Number](#)
- [Printer Control Panel Language](#)
- [Timeout](#)

### Hints

- To access property pages from the printer list, double-click the printer you want.
- Selections on property pages that are grayed out are not available for the currently selected printer.
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## To Select the Printer Personality

- 1 With the [property pages displayed](#), click the **Advanced** tab.
- 2 Select the down arrow in the Personality Control box.
- 3 Select the appropriate printer [personality](#) or click **Automatic** to enable switching by file type or PDL description.
- 4 Click **OK** to activate your selection.

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## To Select Power Save Mode

- 1 With the [property pages displayed](#), click the **Advanced** tab.
- 2 Click the down arrow in the [Power Save](#) box.
- 3 Click the amount of time you want the printer to wait since the last print job before going into the reduced power consumption mode or click **Off** to disable the Power Save mode.
- 4 Click **OK** to activate your selection.

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## **Power Save Mode**

To reduce the amount of power your printer consumes, Power Save shuts down the printer's fuser after the printer has been idle for a specified amount of time (15 minutes to 3 hours).

When the printer is in Power Save Mode, the printer control panel displays a message indicating it is this mode (such as 00 POWERSAVE).

The printer automatically exits this mode and warms up when you send a print job to the printer, press a control panel key, load or remove paper, or open the top cover.

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## To Set Printer Timeout

- 1 With the [property pages displayed](#), click the **Advanced** tab.
- 2 Place the mouse cursor on the timeout slider, hold down the left mouse button, then move the slider to the right or left to set [Timeout](#) between 15 seconds and 5 minutes.
- 3 Release the mouse button.

The current setting is displayed at the bottom, center of the box.

- 4 Click **OK** to activate your selection.

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## To Set Print Density

- 1 With the [property pages displayed](#), click the **Print Quality** tab.
- 2 Place the mouse cursor on the density slider, hold down the left mouse button, then move the slider to the right or left to set [density](#) between 1 to 5.
- 3 Release the mouse button.
- 4 Click **OK** to activate your selection.

### Hints

- You may need to print several pages before the effects of the new setting can be seen.
- Since the print density and [Resolution Enhancement \(REt\)](#) settings may affect each other, it is a good practice to adjust both of them at the same time.

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## To Select the Printer Display Language

- 1 With the [property pages displayed](#), click the **Advanced** tab.
- 2 Click the down arrow in the Control Panel Language box.
- 3 Click the language you want the printer to use for control panel messages and text in printer generated pages such as the self-test page.
- 4 Click **OK** to activate your selection.

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## To Assign an Asset Number

- 1 With the [property pages displayed](#), click the **Advanced** tab.
- 2 Click the [Asset Number](#) box.
- 3 Type in an asset number of up to 8 characters for the currently selected printer.
- 4 Click **OK** to activate your selection.

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## Resources Property Page

From this page you can remotely configure printer selections related to printer memory including the following items:

- [Image Adapt](#)
- [Resource Saving](#)
- [IO Buffering](#)
- [Page Protection](#)

### Hints

- To access property pages from the printer list, double-click the printer you want.
- Selections on property pages that are grayed out are not available for the currently selected printer.
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## To Select Image Adapt

- 1 With the [property pages displayed](#), click the **Resources** tab.
- 2 Check **Automatic** below [Image Adapt](#) to enable Image Adapt or check **Off** to disable it.
- 3 Click **OK** to activate your selection.

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## To Select Resource Saving

- 1 With the [property pages displayed](#), click the **Resources** tab.
- 2 Check **Automatic** below [Resource Saving](#) to enable Resource Saving or check **Off** to disable it.
- 3 Click **OK** to activate your selection.

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## To Select I/O Buffering

- 1 With the [property pages displayed](#), click the **Resources** tab.
- 2 Check **Automatic** below [I/O Buffering](#) to enable I/O buffering or check **Off** to disable it.
- 3 Click **OK** to activate your selection.

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## To Select Page Protection

- 1 With the [property pages displayed](#), click the **Resources** tab.
- 2 Click the down arrow in the [Page Protection](#) box.
- 3 Select the setting you desire or select **Off** to disable page protection.
- 4 Click **OK** to activate your selection.

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## Security Property Page

From this page you can control printer security including the following items:

- [Printer Control Panel Lock](#)
- [Password](#)

### Hints

- To access property pages from the printer list, double-click the printer you want.
- Selections on property pages that are grayed out are not available for the currently selected printer.
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## To Set Printer Control Panel Lock

- 1 With the [property pages displayed](#), click the **Security** tab.
- 2 Check **Lock** under [Control Panel Lock](#) to prevent users from changing settings through the printer control panel or check **Unlock** to disable the lock function.
- 3 Click **OK** to activate your selection.

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## To Enable or Disable the Printer Password

- 1 With the [property pages displayed](#), click the **Security** tab.
- 2 Check **Enable** to enable [password security](#) or check **Disable** to disable it.
- 3 Click **OK** to activate your selection.

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**Manual Feed Needed**

The current print job has requested manual feed.

Place a sheet of the appropriate size media (paper) in the manual feed slot of the currently selected printer.

**Intervention Needed**

The printer requires user intervention to correct the current problem.

This message may indicate the printer is out of paper or offline, or that an I/O error occurred.

## **Status Unknown**

No status is currently available for the selected printer.

This is a temporary condition for the printer. It should clear itself soon.

This message may be due to a lack of support in the HP JetDirect print server in the current operating mode.

Tips gives a brief description of the tasks you can perform on the currently displayed page or window.

Clicking this button closes the currently displayed page or window.

Click Help to access online documentation for tasks and features for the currently displayed page or window.



Click Cancel to cancel all changes made since the last time changes were saved by clicking OK.

Click OK to apply all setting changes made since the last time changes were saved.

## **Image Adapt**

Image Adapt compresses data to print complete graphics images at 300 dpi using the printer's base memory.

With Image Adapt set to Automatic, the compression routine is applied only to the most complex pages. This may produce a small loss of graphic detail.

With Image Adapt set to Off, the printer prints as much of the image as possible without losing any detail. Part of the image may be cut off.

Image Adapt is not available on all printers.

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## Paper Size

Selects the printer's default paper or envelope size. These include the following sizes depending on the printer model you have selected:

### Paper Sizes:

11x17	11 x 17 inches (297 x 432 mm)
A3	297 x 420 mm (11.7 x 16.5 inches)
A4	210 x 297 mm (8.3 x 11.7 inches)
Executive	7.25 x 10.5 inches (184 x 267 mm)
JIS B4	250 x 353 mm (9.8 x 13.9 inches)
JIS B5	176 x 250 mm (6.9 x 9.8 inches)
Letter	8.5 x 11 inches (216 x 279 mm)
Legal	8.5 x 14 inches (216 x 356 mm)

### Envelope Sizes:

C5	162 x 229 mm (6.38 x 9.01 inches)
Com-10	4.12 x 9.5 inches (105 x 241 mm)
DL	110 x 220 mm (4.33 x 8.66 inches)
Monarch	3.87 x 7.5 inches (98 x 191 mm)

Your Windows application may override this setting. Before printing, check the paper size selected in your application.

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This graphic enables you to view the current status of the printer at a glance through a graphical representation of the printer's status.

The stoplight displays 1 of 3 states representing the current state of the printer: red indicates a critical error condition, yellow indicates a non-critical error, and green indicates the printer is ready.

Lists the current status of the printer such as online or offline.

Lists the printer message currently displayed on the printer control panel.



Shows the model and icon for the currently selected printer.

Describes the currently selected printer, including its location, installed options, and other information. This information is optional and is input by the network administrator during printer configuration.

Lists the capabilities currently installed in the printer including PCL, PostScript, Power Save mode, and other capabilities.

Click this button to search for a file or directory by browsing a disk and its directory structure.

With manual feed set to On, the printer goes offline when it receives a print job and displays a "manual feed" message. When the user places a sheet of paper in the manual feed input, the printer goes back online and prints.

Use these options to select which bin the printed pages from the printer go to. The available output bins will vary depending on which printer you have selected and which options are available for that printer.

With Job Offset set to On, print jobs are "staggered" as they are placed in the upper output bin to make it easier to locate and separate print jobs.

Select Portrait orientation to print a page that is taller than it is wide. Select Landscape orientation to print a page that is wider than it is tall.



Use these options to select how pages go together when you are printing on both sides of the paper. Long Edge Binding prints the page so it can be bound along the long edge of the paper. Short Edge Binding prints the page so it can be bound across the short edge of the paper.

Lists general printing settings such as the number of copies to print and the number of form lines or lines per page.

Sets the default number of uncollated copies that you want the printer to print. These copies are not sorted. Multiple copies of page 1 are printed, then multiple copies of page 2, and so on.

Form lines sets the vertical spacing (number of lines per page), from 5 to 128, for the default paper size. The factory default is 60 for Letter and 64 for A4-size paper.

Click the down arrow in the Paper Size box, then select the default paper or envelope size you want from the list of available paper sizes (Letter, A4, and so on). The available paper and envelope sizes will vary depending on which printer you have selected.

Lists the available Resolution Enhancement (REt) settings for refining the print quality of characters and graphics for increased print quality.

Lists the resolution options for setting the degree of sharpness for printed characters or images in dots per inch (dpi).

Economy mode lowers printing costs by reducing the amount of toner on the printed page, but also reduces print quality. When set to On, the printed image is lighter with output similar to draft mode found on some dot matrix printers.



With PostScript Jam Recovery set to On, the printer reprints jammed pages once the printer jam is cleared. This results in reduced print speed.

Lists the options for Clearable Warnings. Select On to have the messages remain on the printer control panel until they are acknowledged by the user or Off to have them remain until the end of the current job.

Lists the options for how the printer reacts to non-critical data and printer errors. Select On to have the printer go offline when an error occurs, then go back online after 10 seconds. Select Off to require the user to acknowledge the error at the printer control panel before the printer returns online.

Lists the last 5 errors that occurred in the currently selected printer, such as offline, paper jam, and so on.

Lists the printer personalities (PCL or PostScript) available for the currently selected printer. Select a default personality or select Automatic for the printer to analyze each job and switch personalities automatically.

This setting enables you to select the amount of time the printer waits since the last print data before ending a print job.

This setting enables you to select the amount of time the printer waits since the last print data before ending a print job.

Density is the measure of the darkness of print on a page, with 1 producing the lightest print and 5 producing the heaviest print.



Click the down arrow to select the amount of time the printer waits since the last print job before entering the reduced power consumption mode (Power Save mode).

Click the down arrow, then select the language (English, French, German) that you want the printer to use for control panel messages and text in printer generated pages such as the self-test page.

This setting enables you to assign a user-defined asset number of up to 8 characters to the printer.

Image Adapt compresses data to print complete graphic images using the printer's base memory. When set to Automatic, complex graphics may be printed with a small loss of graphic detail. When set to Off, no detail is lost, but part of the image may be cut off.

With I/O Buffering set to Automatic, your printer automatically reserves a portion of its memory to hold jobs in progress. Select Off to disable it.

With 2 or more printer personalities installed in the printer and Resource Saving set to Automatic, the printer reserves a portion of its printer memory for each personality's resources. These resources include downloaded fonts, forms, and macros.

For complex pages, Page Protection reserves additional memory for the page image, allowing the printer to create an entire page image in memory before paper starts through the printer. Selecting On or a page size reduces total printer performance, but ensures the entire page is printed.

This setting enables you to lock out certain printer control panel functions to prevent users from making changes to printer settings that may affect other users on the network.



This setting enables you to lock out users from changing printer defaults through their print data.

## **Clearable Warnings**

A clearable warning indicates that a transient condition occurred in the printer. The printer continues online while the message is displayed in place of the "Ready" message. A clearable warning appears each time the printer alters resolution or page protection (which causes a reconfiguration of memory), aborts a print job due to an invalid or uninstalled personality, or encounters a similar temporary condition. A number of clearable warnings can appear during the course of printing a job.

Although most jobs will print, the printer displays a warning to let you know that changes were made to the printer's configuration to accommodate that printing. These changes may result in some changes in the printed output.

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