



# X6100 Series

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## User's Guide for Windows

- **“Setup troubleshooting” on page 73**

A checklist to find solutions to common setup problems.

- **“Learning about your All-In-One” on page 1**

Information about the printer parts and software.

- **“Performing basic functions” on page 26**

How to load paper, copy, scan, print, and fax.

- **“Networking” on page 55**

How to use your All-In-One in a network environment.

- **“Increasing productivity” on page 56**

How to use Optical Character Recognition, enlarge or reduce documents, e-mail a scanned image or document, print collated copies, scan multiple images, and more.

- **“Maintenance” on page 64**

Caring for your print cartridges and ordering supplies.

- **“Troubleshooting” on page 73**

Information about error messages, print quality problems, paper jams, and much more.

## **Edition: March 2003**

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### **Safety information**

- Use only the power supply provided with this product or the manufacturer's authorized replacement power supply.
- Connect the power supply cord to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the user documentation, to a professional service person.

**CAUTION:** Do not use the fax feature during a lightning storm. Do not set up this product or make any electrical or cabling connections, such as the power supply cord or telephone, during a lightning storm.

### **Mercury statement**

This product contains mercury in the lamp (<5mg Hg). Disposal of mercury may be regulated due to environmental considerations. For disposal or recycling information, contact your local authorities or the Electronic Industries Alliance: [www.eiae.org](http://www.eiae.org).

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# Learning about your All-In-One

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To set up your All-In-One, follow the instructions on the *Lexmark X6100 Series Setup Sheet* to install the hardware and software. For setup troubleshooting, see page 73.

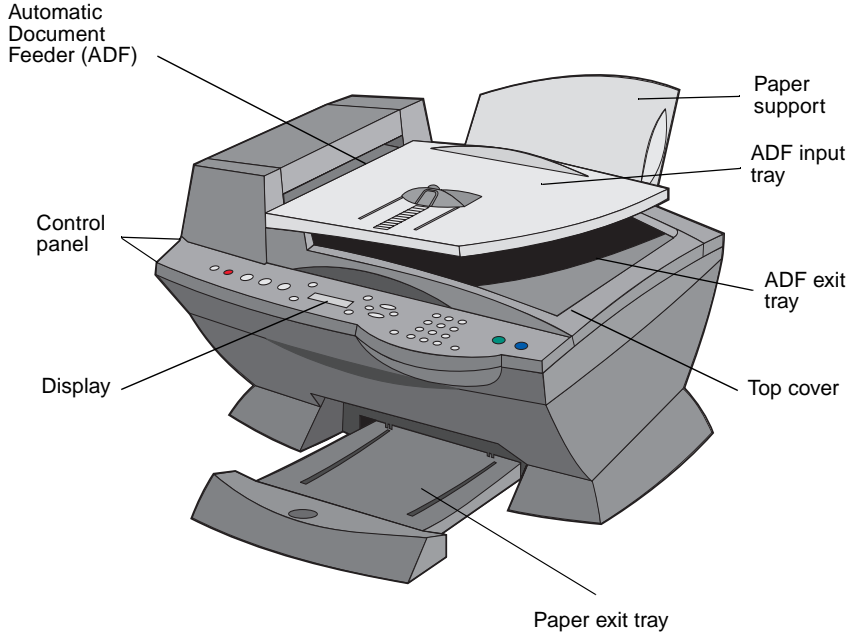
## ***Understand the All-In-One parts***

The Lexmark™ X6100 Series All-In-One is a scanner, color printer, color copier, and color fax machine. This guide shows you how to use the All-In-One features.

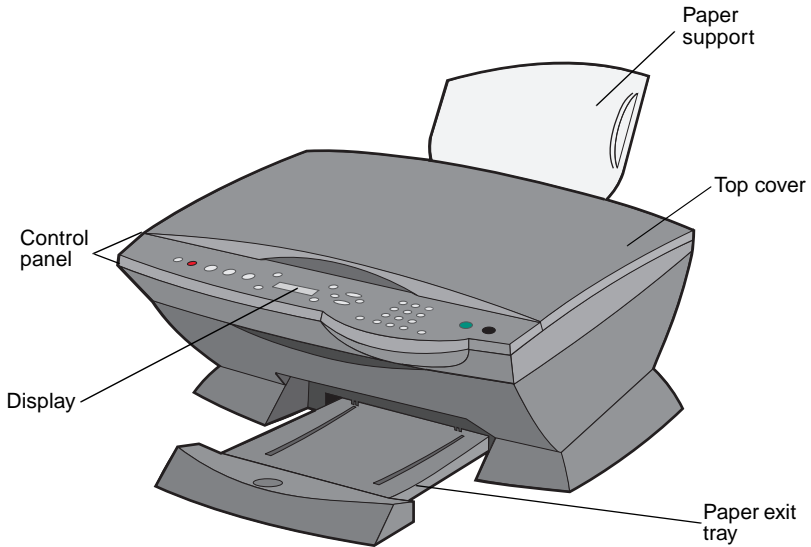
**Note:** You do not have to attach your All-In-One to your computer to make copies or send faxes.

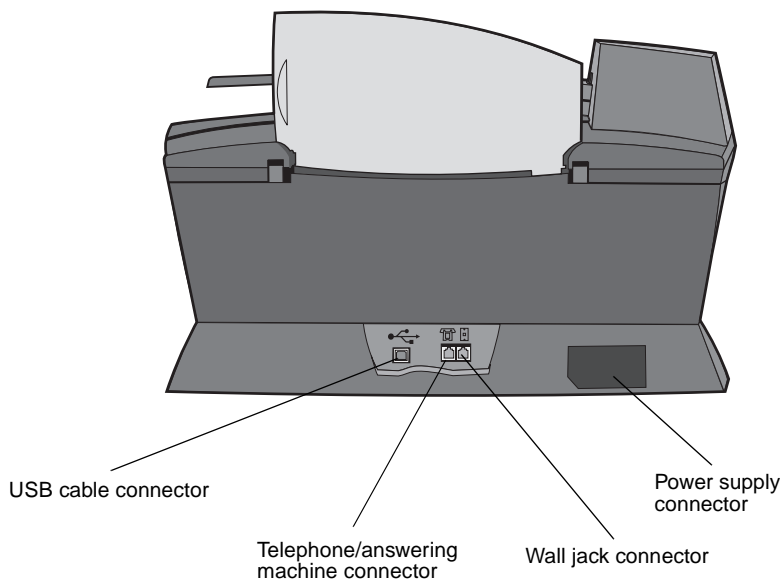
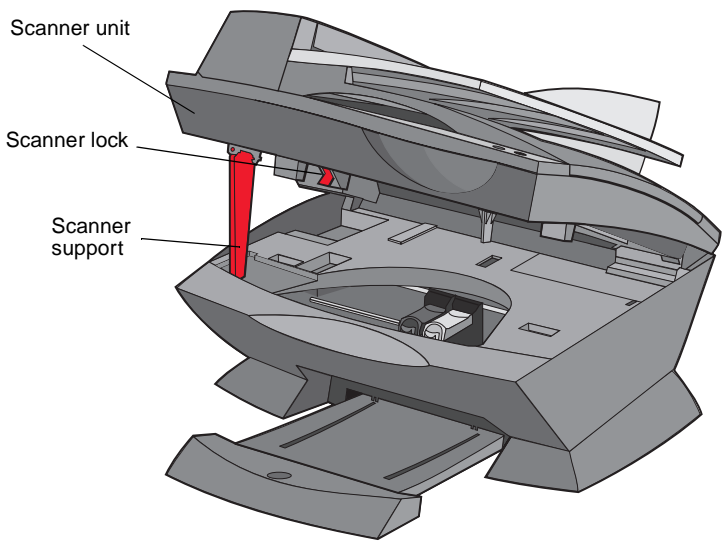
The Lexmark X6100 Series is available in two models. One model has an Automatic Document Feeder (ADF), and the other does not. The table on page 4 describes each part.

A Lexmark X6100 Series with an ADF:



A Lexmark X6100 Series without an ADF:





Use the:	When you want to:
Automatic Document Feeder (ADF)	Copy or fax multiple pages.
ADF exit tray	Pick up your original document after it has gone through the ADF.
ADF input tray	Load original documents in the All-In-One.
Display	Check the status of the All-In-One or view settings.
Control panel	Operate your All-In-One (attached to a computer or unattached). For more information, see page 5.
Paper exit tray	Stack paper as it exits the All-In-One.
Paper support	Load paper in the All-In-One.
Power supply connector	Supply power to the All-In-One.
Scanner lock	Lock or unlock the scanner. <b>Note:</b> Lock the scanner if you are moving your All-In-One. Unlock the scanner before use.
Scanner support	Keep the scanner unit open.
Scanner unit	<ul style="list-style-type: none"> <li>• Install or change print cartridges.</li> <li>• Lock or unlock the scanner.</li> </ul> <b>Note:</b> Lift the scanner unit to do these things.
Telephone/answering machine connector	Connect an answering machine or telephone to your All-In-One.
Top cover	<ul style="list-style-type: none"> <li>• Place an item on the scanner glass.</li> <li>• Remove an item from the scanner glass.</li> </ul> <b>Note:</b> Lift or remove the top cover to do these things.
USB cable connector	Connect your All-In-One to a computer.
Wall jack connector	Connect the telephone line.



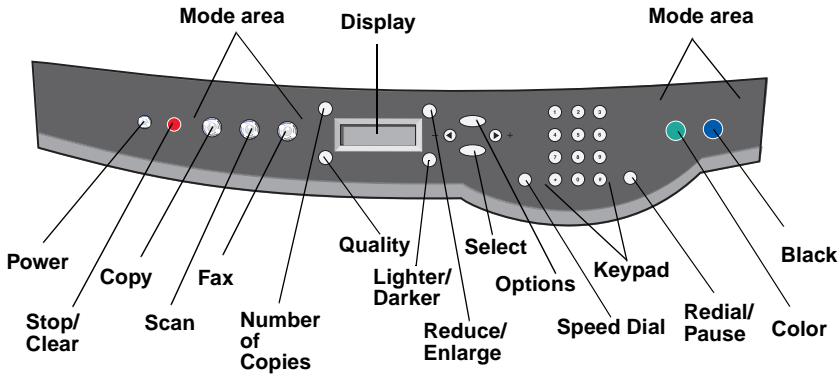
# Use the control panel


The control panel buttons help you scan, copy, fax, and customize documents. When **Power** is lit, the All-In-One is on. You can select a mode from the Mode area, select or change settings using several of the buttons, and initiate a scan, copy, or fax from the Mode area on the far right.


The display features:

- All-In-One status
- Messages
- Menus

The table beginning on page 6 describes each button function.



Press:	To:
<b>Power</b>	Turn your All-In-One on or off. <b>Note:</b> To enter the state of lowest power consumption, press and hold the <b>Power</b> button for at least five seconds.
<b>Stop/Clear</b>	<ul style="list-style-type: none"> <li>• Cancel a scan, print, or copy job in progress.</li> <li>• Clear a fax number or end a fax transmission and return the display to the fax default.</li> <li>• Exit a menu.</li> <li>• Clear current settings and return to default settings.</li> </ul>
<b>Copy</b>	Enter copy mode. <b>Note:</b> This button is lit when the All-In-One is in copy mode.
<b>Scan</b>	Enter scan mode (possible when the All-In-One is attached to a computer). <b>Note:</b> This button is lit when the All-In-One is in scan mode.
<b>Fax</b>	Enter fax mode. The All-In-One can receive a fax while in any mode. <b>Note:</b> This button is lit when the All-In-One is in fax mode.
<b>Quality</b>	<ul style="list-style-type: none"> <li>• Select from the following copy qualities: Quick, Normal, Better, or Best.</li> <li>• Select a fax resolution: Standard, Fine, Superfine, or Ultrafine.</li> <li>• Select a scan resolution when the All-In-One is attached to a computer.</li> </ul>
<b>Number of Copies</b>	Specify a number (1-99) of copies.
<b>Lighter/Darker</b>	Lighten or darken a copy or fax.
<b>Reduce/Enlarge</b>	Customize the size of your original document by a percentage, Fit to Page, or to poster size.
<b>Left arrow</b> 	<ul style="list-style-type: none"> <li>• Decrease a number on the display.</li> <li>• Scroll through a list on the display.</li> </ul>
<b>Select</b>	Choose the option that appears on the display.

Press:	To:
<b>Options</b>	Scroll through the list of menu headings (see page 8).
<b>Right arrow</b>  +	<ul style="list-style-type: none"> <li>• Increase a number.</li> <li>• Scroll through a list on the display.</li> </ul>
<b>Speed Dial</b>	<p>Use the speed dial feature while the All-In-One is in fax mode.</p> <p><b>Note:</b> If you press <b>Speed Dial</b> when your All-In-One is in copy or scan mode, the All-In-One will automatically switch to fax mode.</p>
<b>A keypad number or symbol</b>	<ul style="list-style-type: none"> <li>• In fax mode: <ul style="list-style-type: none"> <li>Enter fax numbers.</li> <li>Get through an automated answering system.</li> <li>Select letters when creating a Speed Dial list.</li> <li>Type numbers to enter or edit the date and time shown on the All-In-One display.</li> </ul> </li> <li>• In copy mode: <ul style="list-style-type: none"> <li>Select the number of copies you want to make.</li> </ul> </li> </ul>
<b>Redial/Pause</b>	<ul style="list-style-type: none"> <li>• Redial the last number entered when the machine is in fax mode.</li> <li>• Insert a three-second pause in the number to be dialed. <ul style="list-style-type: none"> <li>Enter a pause only when you have already begun entering the number.</li> </ul> </li> </ul> <p><b>Note:</b> If you press <b>Redial/Pause</b> when your All-In-One is in copy or scan mode, the All-In-One automatically switches to fax mode.</p>
<b>Color</b>	<p>Start a color copy, fax, or scan job.</p> <p><b>Note:</b> In the Mode area, make sure the mode you want is lit.</p>
<b>Black</b>	<p>Start a black and white copy, fax, or scan job.</p> <p><b>Note:</b> In the Mode area, make sure the mode you want is lit.</p>

# Control panel menus

There are three sets (copy, scan, and fax mode) of menu headings. When you press the **Options** button repeatedly, the following menu headings appear.

## Copy mode

From this sub menu:	You can:
<b>BLANK PAPER SIZE</b>	<p>Specify the size of the paper loaded in the paper support:</p> <ul style="list-style-type: none"><li>• Letter</li><li>• Legal</li><li>• B5</li><li>• A4</li><li>• A5</li><li>• A6</li><li>• 3x5</li><li>• 4x6</li><li>• L</li><li>• 2L</li></ul> <p><b>Note:</b> For other specialty sizes, see the All-In-One Center.</p>
<b>BLANK PAPER TYPE</b>	<p>Specify the type of paper loaded in the paper support:</p> <ul style="list-style-type: none"><li>• Auto Detect (default)</li><li>• Plain</li><li>• Coated</li><li>• Photo</li><li>• Transparency</li></ul> <p>Auto Detect optimizes the setting according to the type of paper loaded.</p> <p><b>Note:</b> For other specialty types, see the All-In-One Center.</p>
<b>REPEAT IMAGE</b>	<p>Specify how many copies of one image you want on one page:</p> <ul style="list-style-type: none"><li>• 1 x per page</li><li>• 4 x per page</li><li>• 9 x per page</li><li>• 16 x per page</li></ul>

From this sub menu:	You can:
<b>COLOR</b>	Adjust the color intensity of the copy.
<b>ORIGINAL SIZE</b>	Specify the size of the document on the glass. Auto detect is the default. <b>Note:</b> Specify an original size other than Auto Detect to confine the scan area to the size of the original selected.
<b>CONTENT TYPE</b>	Specify the type of document on the scanner glass.
<b>COLLATE-BLACK</b>	Collate multiple black and white copies. <b>Note:</b> You can collate color copies from the All-In-One software.
<b>KEY PRESS TONE</b>	Turn on or off the sound that is made when you press a control panel button. The options are: <ul style="list-style-type: none"> <li>• <b>Off</b></li> <li>• <b>Low</b> (default)</li> <li>• <b>High</b></li> </ul>
<b>MAINTENANCE</b>	<ul style="list-style-type: none"> <li>• Check ink levels.</li> <li>• Change cartridges.</li> <li>• Align cartridges.</li> <li>• Clean cartridges.</li> <li>• Print a test page.</li> </ul>
<b>POWER SAVE</b>	Select a time to begin reducing power: <ul style="list-style-type: none"> <li>• <b>After 30 min</b> (default)</li> <li>• <b>After 60 min</b></li> <li>• <b>Never</b></li> <li>• <b>Immediately</b></li> <li>• <b>After 10 min</b></li> </ul>
<b>CLEAR SETTINGS</b>	Select when you want your All-In-One to return to the default settings: <ul style="list-style-type: none"> <li>• <b>After two min</b></li> <li>• <b>Never</b></li> </ul>
<b>SET DEFAULTS</b>	Set your default settings to: <ul style="list-style-type: none"> <li>• <b>Use Factory</b></li> <li>• <b>Use Current</b></li> </ul>
<b>LANGUAGE</b>	Select a language for all display text.

**Note:** The option currently selected is noted with an asterisk (\*) on the display.

## Scan mode

From this sub menu:	You can:
<b>ORIGINAL SIZE</b>	Specify the size of the document on the scanner glass. <b>Note:</b> Leave this on Auto Detect (default) unless the size of the document you printed is not satisfactory.
<b>POWER SAVE</b>	Select a time to begin reducing power: <ul style="list-style-type: none"><li>• <b>After 10 min</b></li><li>• <b>After 30 min</b> (default)</li><li>• <b>After 60 min</b></li><li>• <b>Never</b></li><li>• <b>Immediately</b></li></ul>
<b>CLEAR SETTINGS</b>	Select when you want your All-In-One to return to the default settings: <ul style="list-style-type: none"><li>• <b>After two minutes</b></li><li>• <b>Never</b></li></ul>
<b>SET DEFAULTS</b>	Set your default settings to: <ul style="list-style-type: none"><li>• <b>Use Factory</b></li><li>• <b>Use Current</b></li></ul>
<b>LANGUAGE</b>	Select a language for all display text.

**Note:** The option currently selected is noted with an asterisk (\*) on the display.

## Fax mode

**Note:** You can also use the Fax Utility Software (see page 19) to adjust some of the All-In-One fax settings.

From this sub menu:	You can:
PENDING FAXES	Cancel any faxes that have not been sent.
PRINT REPORTS	Print: <ul style="list-style-type: none"><li>• An activity report (the last 40 sent and received faxes)</li><li>• A send log</li><li>• A receive log</li><li>• A settings list (lists settings such as ringer volume)</li></ul>
ANSWER FAX WHEN	Select how a fax is received. <ul style="list-style-type: none"><li>• Automatically:<ul style="list-style-type: none"><li><b>After 1 ring</b></li><li><b>After 2 rings</b></li><li><b>After 3 rings</b> (default)</li><li><b>After 5 rings</b></li></ul></li><li>• Manually:<p>Press # on external phone connected to the All-In-One.</p></li><li>• Fax tone heard:<p>When an answering machine is connected to the external phone jack on the All-In-One.</p></li></ul> <p><b>Note:</b> For more information, see page 49.</p>
DELAY UNTIL	Enter a specific time to send a fax. For help, see page 52. <p><b>Note:</b> Make sure the date and time are entered correctly before you set a specific time to send a fax.</p>
ON HOOK DIAL	Press <b>Select</b> to use On Hook Dial and dial the number when you hear a dial tone. <p>For more information, see page 53.</p>

From this sub menu:	You can:
<b>RINGER TONE</b>	Choose a tone for incoming rings: <ul style="list-style-type: none"> <li>• <b>Off</b></li> <li>• <b>Low</b> (default)</li> <li>• <b>High</b></li> </ul>
<b>KEY PRESS TONE</b>	Turn on or off the sound that is made when you press a control panel button. The options are: <ul style="list-style-type: none"> <li>• <b>Off</b></li> <li>• <b>Low</b> (default)</li> <li>• <b>High</b></li> </ul>
<b>SPEAKER VOLUME</b>	Turn the All-In-One speaker volume (affects All-In-One fax sounds) to: <ul style="list-style-type: none"> <li>• <b>Off</b></li> <li>• <b>Low</b> (default)</li> <li>• <b>High</b></li> </ul>
<b>EDIT SPEED DIAL</b>	Do these things to your speed dial list: <ul style="list-style-type: none"> <li>• Add to it</li> <li>• Remove a number from it</li> <li>• Modify it</li> <li>• Print it</li> </ul> <p><b>Note:</b> For more information, see page 51.</p>
<b>EDIT TIME/DATE</b>	Edit the time and date. <p><b>Note:</b> Make sure you enter a number into each of the available spaces. For example, 01:00 for 1:00.</p>
<b>PERSONALIZE FAX</b>	Enter your name or the name of your business and your number. This information appears as a heading to identify you and your fax machine to the fax recipient.
<b>BLANK PAPER SIZE</b>	Choose: <ul style="list-style-type: none"> <li>• <b>A4</b></li> <li>• <b>Letter</b></li> <li>• <b>Legal</b></li> </ul> <p><b>Note:</b> If no asterisk (*) is present, a paper size that is not supported by fax has been selected through the copy menu.</p>



From this sub menu:	You can:
<b>BLANK PAPER TYPE</b>	Specify the type of paper loaded in the paper support: <ul style="list-style-type: none"> <li>• <b>Auto Detect</b> (default)</li> <li>• <b>Plain</b></li> <li>• <b>Coated</b></li> <li>• <b>Photo</b></li> <li>• <b>Transparency</b></li> </ul> Auto Detect optimizes the setting according to the type of paper loaded. <b>Note:</b> For other specialty types, see the All-In-One Center (see page 20).
<b>FAX FORWARD</b>	<ul style="list-style-type: none"> <li>• Turn this feature off (default).</li> <li>• Enter a number to forward the fax to.</li> <li>• Print the fax and forward it.</li> </ul>
<b>ADVANCED FAX</b>	Press <b>Select</b> to see a menu of advanced fax options (page 14).
<b>MAINTENANCE</b>	<ul style="list-style-type: none"> <li>• Check ink levels.</li> <li>• Change cartridges.</li> <li>• Align cartridges.</li> <li>• Clean cartridges.</li> <li>• Print a test page.</li> </ul> <b>Note:</b> Some links will not work while a job is in progress.
<b>CLEAR SETTINGS</b>	Select when you want your All-In-One to return to the default settings: <ul style="list-style-type: none"> <li>• <b>After two minutes</b></li> <li>• <b>Never</b></li> </ul>
<b>SET DEFAULTS</b>	Set your default settings to: <ul style="list-style-type: none"> <li>• <b>Use Factory</b></li> <li>• <b>Use Current</b></li> </ul>

## Advanced Fax options

From this Advanced Fax option:	You can select:
<b>Redial attempts</b>	<p>The number of times you want the machine to try again if your fax does not go through:</p> <ul style="list-style-type: none"> <li>• <b>0 times</b></li> <li>• <b>1 time</b></li> <li>• <b>2 times</b> (default)</li> <li>• <b>3 times</b></li> <li>• <b>4 times</b></li> <li>• <b>5 times</b></li> </ul>
<b>Redial interval</b>	<p>The time the machine waits before attempting a fax call again:</p> <ul style="list-style-type: none"> <li>• <b>1 min</b></li> <li>• <b>2 min</b></li> <li>• <b>3 min</b> (default)</li> <li>• <b>4 min</b></li> <li>• <b>5 min</b></li> <li>• <b>6 min</b></li> <li>• <b>7 min</b></li> <li>• <b>8 min</b></li> </ul>
<b>Fax confirmation</b>	<ul style="list-style-type: none"> <li>• <b>Off</b> (no status page is printed)</li> <li>• <b>Print for all</b> (prints a status report after each fax you send including jobs that have errors).</li> <li>• <b>Print for errors</b> (prints a status report only after jobs that did not send). (default)</li> </ul>
<b>Activity report generation</b>	<ul style="list-style-type: none"> <li>• <b>On request</b> (you can ask for the report to print). (default)</li> <li>• <b>After 40 faxes</b> (report is automatically generated after 40 faxes print).</li> </ul>
<b>Fit fax to page</b>	<ul style="list-style-type: none"> <li>• <b>Try to fit</b> (default)</li> <li>• <b>Two pages</b></li> </ul>
<b>Fax footer</b>	<ul style="list-style-type: none"> <li>• <b>On</b> (if you want the machine to insert the time, date, and page number at the bottom of each incoming fax). (default)</li> <li>• <b>Off</b></li> </ul>

From this Advanced Fax option:	You can select:
<b>Dialing method</b>	<ul style="list-style-type: none"> <li>• <b>Touch Tone</b> (default)</li> <li>• <b>Pulse</b></li> <li>• <b>Behind a PBX</b> (Dial tone detect off) - send a fax without waiting for a dial tone</li> </ul>
<b>Ring pattern</b>	<ul style="list-style-type: none"> <li>• <b>Normal</b> (default)</li> <li>• <b>Distinctive ring 1</b> (double)</li> <li>• <b>Distinctive ring 2</b> (triple)</li> </ul> <p><b>Note:</b> You can choose distinctive rings, if they are available from your local telephone service.</p>
<b>Dial prefix</b>	<ul style="list-style-type: none"> <li>• <b>None</b> (default)</li> <li>• <b>Create</b> - you can create an up to 8 character prefix to be added to the beginning of each number dialed.</li> </ul>
<b>Scan before dial</b>	<ul style="list-style-type: none"> <li>• <b>No</b> (default)</li> <li>• <b>Yes</b> - Only works with standard, fine, black and white or two-page standard color faxes.</li> </ul>
<b>Max send speed</b>	<p>A bps speed:</p> <ul style="list-style-type: none"> <li>• <b>33,600</b> (default)</li> <li>• <b>31,200</b></li> <li>• <b>28,800</b></li> <li>• <b>26,400</b></li> <li>• <b>24,000</b></li> <li>• <b>21,600</b></li> <li>• <b>19,200</b></li> <li>• <b>16,800</b></li> <li>• <b>14,400</b></li> <li>• <b>12,000</b></li> <li>• <b>9,600</b></li> <li>• <b>7,200</b></li> <li>• <b>4,800</b></li> <li>• <b>2,400</b></li> </ul>
<b>Error correction</b>	<ul style="list-style-type: none"> <li>• <b>On</b> (default)</li> <li>• <b>Off</b></li> </ul> <p><b>Note:</b> Usually, error correction should be on. However, if you are having trouble sending an overseas fax, for example, turn error correction off.</p>

<b>From this Advanced Fax option:</b>	<b>You can select:</b>
<b>Language</b>	Your language

From this Advanced Fax option:	You can select:
Country code	<ul style="list-style-type: none"><li>• Argentina</li><li>• Australia</li><li>• Austria</li><li>• Belgium</li><li>• Brazil</li><li>• Bulgaria</li><li>• Canada</li><li>• Chile</li><li>• Columbia</li><li>• Croatia</li><li>• Czech Republic</li><li>• Denmark</li><li>• Egypt</li><li>• Estonia</li><li>• Europe</li><li>• Finland</li><li>• France</li><li>• Germany</li><li>• Greece</li><li>• Guam</li><li>• Hong Kong</li><li>• Hungary</li><li>• India</li><li>• Indonesia</li><li>• Ireland</li><li>• Israel</li><li>• Italy</li><li>• Japan</li><li>• Latvia</li><li>• Lithuania</li><li>• Luxembourg</li><li>• Malaysia</li><li>• Mexico</li><li>• Netherlands</li><li>• New Zealand</li><li>• Norway</li></ul>

From this Advanced Fax option:	You can select:
Country code (continued)	<ul style="list-style-type: none"> <li>• Peoples Republic of China</li> <li>• Peru</li> <li>• Philippines</li> <li>• Poland</li> <li>• Portugal</li> <li>• Puerto Rico</li> <li>• Romania</li> <li>• Russia</li> <li>• Saudi Arabia</li> <li>• Singapore</li> <li>• Slovenia</li> <li>• South Africa</li> <li>• Spain</li> <li>• Sweden</li> <li>• Switzerland</li> <li>• Taiwan</li> <li>• Thailand</li> <li>• Turkey</li> <li>• UAE</li> <li>• UK</li> <li>• USA</li> <li>• Venezuela</li> <li>• Virgin Islands</li> </ul>

**Note:** The option currently selected is noted with an asterisk (\*) on the display.

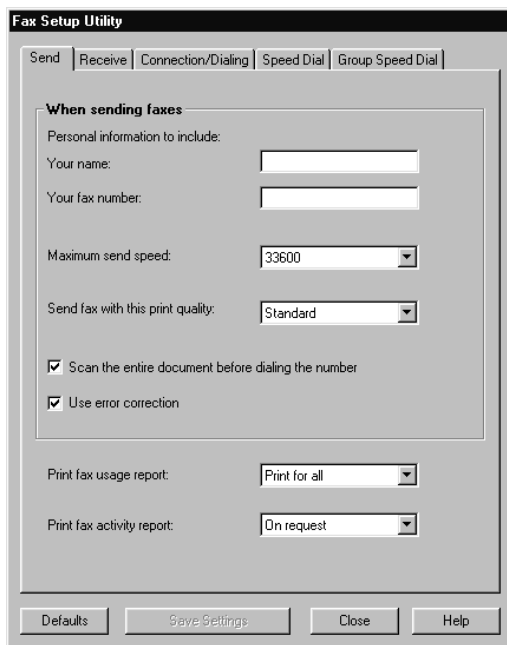
## Use the All-In-One software

The All-In-One software includes the:

- Fax Setup Utility (page 19)
- Lexmark All-In-One Center (page 20)
- Print Properties (page 21)
- Lexmark Photo Editor (page 23)
- Lexmark X6100 Series Solution Center (page 24)
- Print to fax (page 49)
- Optical Character Recognition (page 25)

### Using the Fax Setup Utility

- Click **Start** ▶ **Programs** ▶ **Lexmark X6100 Series** ▶ **Fax Setup Utility**.
- From the Lexmark All-In-One Center, click the **Maintain/Troubleshoot** tab and then click **Display the Fax Setup Utility**.



The screenshot shows the 'Fax Setup Utility' dialog box with the 'Send' tab selected. The dialog is titled 'Fax Setup Utility' and has a tabbed interface with 'Send', 'Receive', 'Connection/Dialing', 'Speed Dial', and 'Group Speed Dial'. The 'Send' tab is active, showing settings for sending faxes. The 'When sending faxes' section includes fields for 'Your name' and 'Your fax number', a 'Maximum send speed' dropdown set to '33600', and a 'Send fax with this print quality' dropdown set to 'Standard'. There are two checked checkboxes: 'Scan the entire document before dialing the number' and 'Use error correction'. At the bottom, there are two more dropdowns: 'Print fax usage report' set to 'Print for all' and 'Print fax activity report' set to 'On request'. The dialog has four buttons at the bottom: 'Defaults', 'Save Settings', 'Close', and 'Help'.

The following table contains the Fax Setup Utility tabs.

On this tab:	You can:
Send	<ul style="list-style-type: none"> <li>• Enter your name and fax number.</li> <li>• Select a maximum send speed and a print quality for outgoing faxes.</li> <li>• Choose whether to scan the entire document before dialing the number.</li> <li>• Choose whether to use error correction.</li> <li>• Select when to print a fax usage report.</li> <li>• Select when to print a fax activity report.</li> </ul>
Receive	<ul style="list-style-type: none"> <li>• Choose whether you want a header (the sender's fax number and name) to appear on each page you receive.</li> <li>• Choose whether you want to print a footer (date, time, and page number) on each page.</li> <li>• Automatically reduce an incoming fax to fit to the paper size loaded or print it on two sheets of paper.</li> <li>• Select whether you want to forward a fax or print it, and then forward it.</li> </ul>
Connection/Dialing	<ul style="list-style-type: none"> <li>• Select the number of times you want the machine to redial and the time between those attempts if the fax cannot be sent on the first try.</li> <li>• Select the phone line format you want to use (Pulse, Touch-tone, Behind a PBX).</li> <li>• Enter a dialing prefix.</li> <li>• Choose how (manually, if fax tones are detected, or after a certain amount of rings) you want to answer incoming calls.</li> <li>• Choose a distinctive ring.</li> </ul>
Speed Dial	Add to, create, or edit the speed dial list.
Group Speed Dial	Create a group number and name and add phone numbers to the group.



## ***Using the Lexmark All-In-One Center***

To access the Lexmark All-In-One Center, the software driver for your Lexmark X6100 Series:

- Double-click the **Lexmark X6100 Series All-In-One Center** desktop icon.
- Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center**.

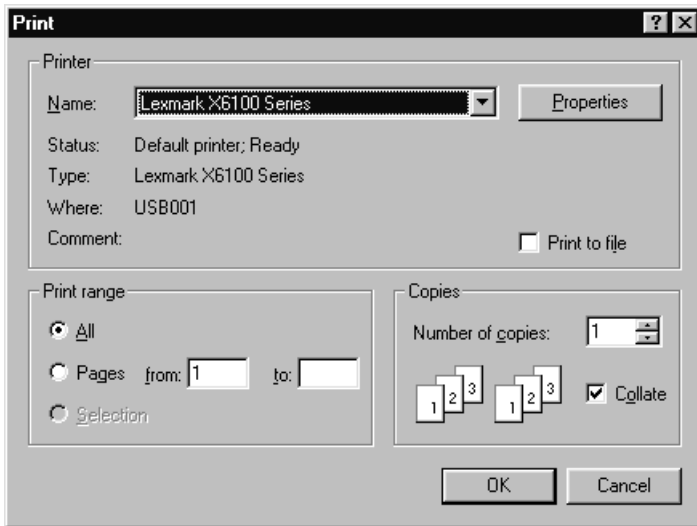
You can use the Lexmark All-In-One Center to:

- Scan, copy, print, and do other tasks.
- View images you have scanned or saved.
- Select copy and scan settings.
- Access troubleshooting and maintenance information.
- Access the Fax Setup Utility (see page 19).

## ***Using Print Properties***

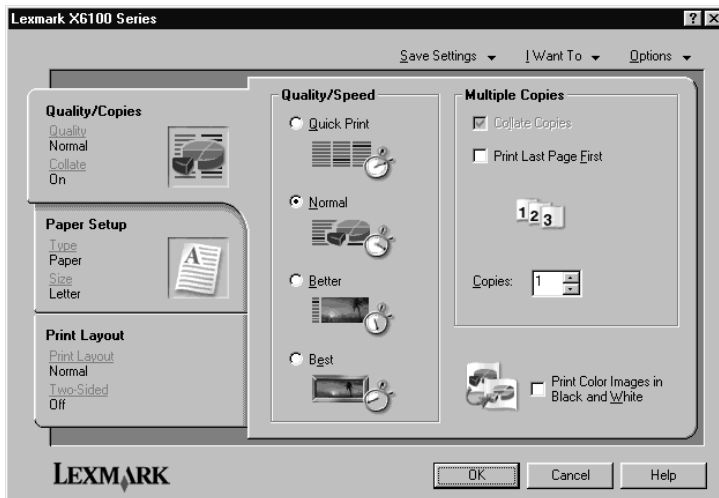
You can change your All-In-One settings in Print Properties. To open Print Properties:

- 1 With your document open, click **File** ▶ **Print**.



- 2 In the Print dialog box, click **Properties**, **Preferences**, **Options**, or **Setup** (depending on your program or operating system).

The Print Properties screen appears.



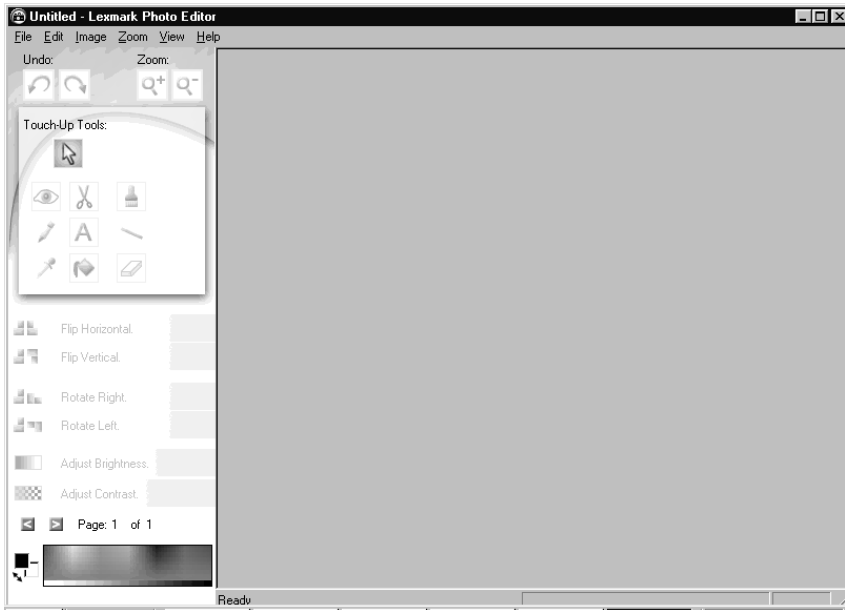
The I Want To menu helps you select the All-In-One settings needed to print a variety of things such as photos, banners, and envelopes.

Use the tabs (Quality/Copies, Paper Setup, and Print Layout) along the left side of the Print Properties dialog box to select your All-In-One print settings.

## ***Using the Lexmark X6100 Series Photo Editor***

The Photo Editor lets you adjust photo attributes (brightness, contrast, red eye reduction, and orientation) of scanned images. You can also crop an image or erase part of it.

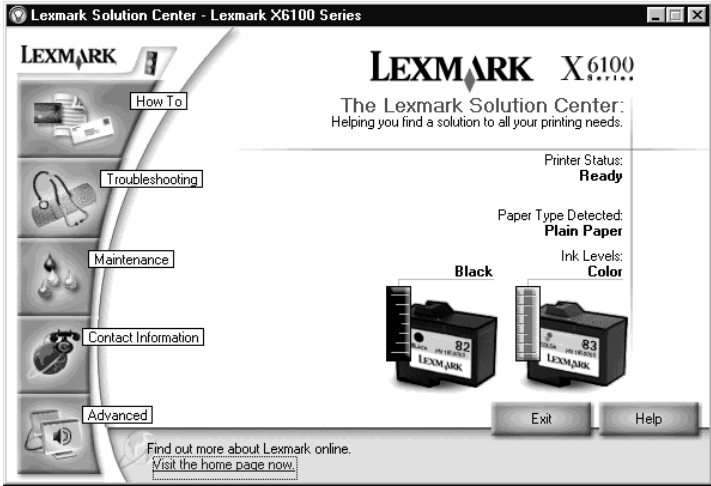
To access the Lexmark X6100 Series Photo Editor, click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark Photo Editor**.




# Using the Lexmark Solution Center





The Lexmark Solution Center (LSC) provides All-In-One help and information about printer status, paper type detected, and ink levels. To open the LSC:

- Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark Solution Center**.
- From the All-In-One Center, click the **Maintain/Troubleshoot** tab and click on a topic.



The following table describes the LSC tabs:

From this area or tab:	You can:
Printer Status	<ul style="list-style-type: none"> <li>• Check printer status</li> <li>• Check ink levels</li> </ul>
How To 	<ul style="list-style-type: none"> <li>• Learn about basic features.</li> <li>• Read print, scan, copy, and fax instructions.</li> <li>• Look at project information.</li> </ul>

From this area or tab:	You can:
<p>Troubleshooting</p>  <p>Troubleshooting</p>	<ul style="list-style-type: none"> <li>• Check the current All-In-One status.</li> <li>• View recommended Help topics.</li> <li>• View common troubleshooting topics.</li> <li>• Search for more specific troubleshooting topics.</li> </ul>
<p>Maintenance</p>  <p>Maintenance</p>	<ul style="list-style-type: none"> <li>• Install a new print cartridge.</li> <li>• Order new cartridges.</li> <li>• Clean your print cartridges to fix horizontal streaks.</li> <li>• Align the cartridges.</li> </ul>
<p>Contact Information</p>  <p>Contact Information</p>	<ul style="list-style-type: none"> <li>• Order ink cartridges or supplies.</li> <li>• Get an All-In-One software update.</li> <li>• See special offers.</li> <li>• Register your All-In-One.</li> <li>• View Lexmark phone numbers.</li> <li>• Visit the Lexmark Customer Support Web site.</li> </ul>
<p>Advanced</p>  <p>Advanced</p>	<ul style="list-style-type: none"> <li>• Change voice or appearance options.</li> <li>• See software version information.</li> <li>• Change the network printing settings.</li> </ul>

## ***Using Optical Character Recognition***

You can use Optical Character Recognition (OCR) to edit document text.

- 1** From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2** From the Productivity Tools list, select **Edit text found in a scanned document (OCR)**.
- 3** Follow the steps on your screen, and then click **Send Now**.

# Performing basic functions

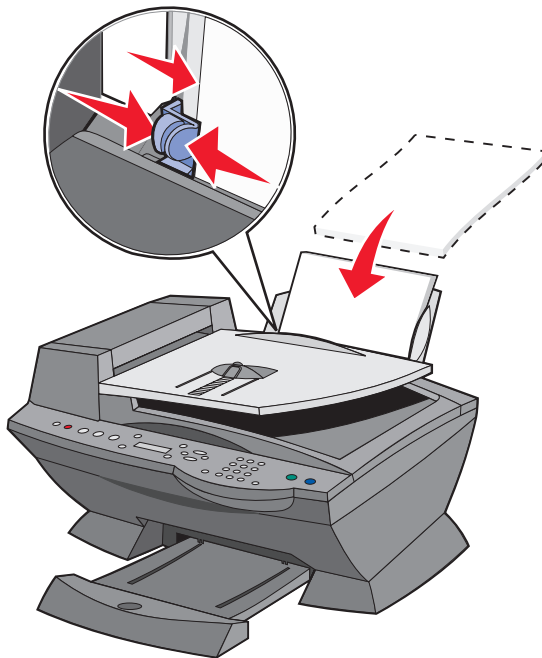
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The basic functions of your All-In-One are the copy, scan, print, and fax functions. First, learn how to load paper into your All-In-One with the following instructions. Then, read on to learn how to copy, scan, print, and fax.

## *Load plain paper into the paper support*

- 1 Place the paper against the right side of the paper support.

**Note:** Do not force the paper into the All-In-One.



- 2 Squeeze and slide the paper guide to the left edge of the paper.

**Note:** The top of letter size paper should be slightly above the paper support.

## ***Understand the paper type sensor***

Your All-In-One has a paper type sensor that detects these paper types:

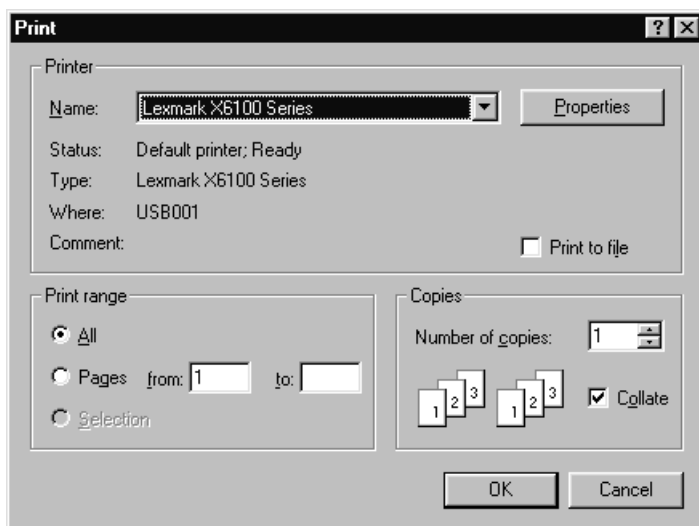
- Plain paper
- Coated paper
- Glossy/photo paper
- Transparencies

If you load one of these paper types, the All-In-One detects the paper type and automatically adjusts the paper type settings.

**Note:** Your All-In-One cannot detect the paper *size*.

To choose the paper size on which you want to print:

- 1 With your document open, click **File** ► **Print**.



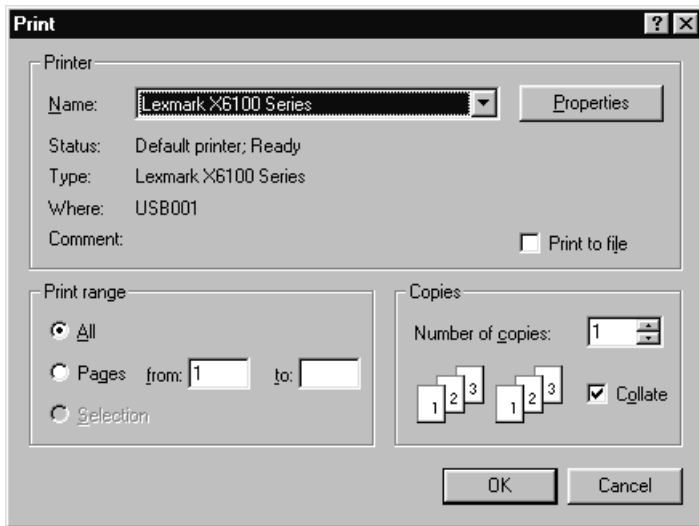
- 2 In the Print dialog box, click **Properties**, **Printing Preferences**, **Options**, or **Setup** (depending on your program or operating system).

The Print Properties screen appears.

- 3 From the Paper Setup tab, select the paper size you are using.
- 4 Click **OK**.

The paper type sensor is on unless you turn it off. If you want to turn it off:

- 1 With your document open, click **File** ► **Print**.



- 2 In the Print dialog box, click **Properties**, **Printing Preferences**, **Options**, or **Setup** (depending on your operating system).

The Print Properties screen appears.

- 3 Click **Options**.
- 4 Click **Paper Type Sensor Options**.
- 5 Click **Allow the Paper Type Sensor to select paper type** (default) to clear the setting.
- 6 Click **OK**.



To permanently turn it off:

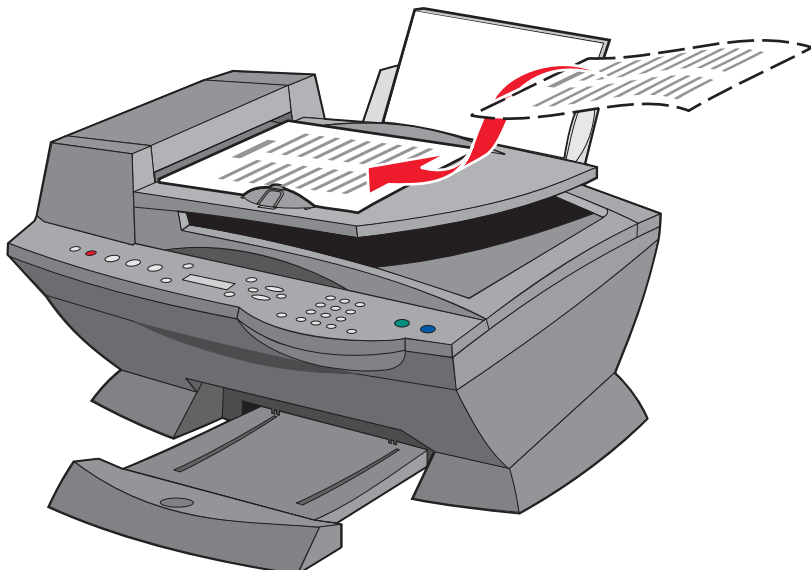
- 1** Click **Start ▶ Settings ▶ Printers and Faxes** or **Printers**.
- 2** Right-click the printer icon.
- 3** Click **Printing Preferences** or **Properties**.
- 4** Click **Options** (Windows 2000) or the **Printer Settings** tab and then **Change** (Windows 9x).
- 5** Click **Options**.
- 6** Click **Paper Type Sensor Options**.
- 7** Click the box to clear the setting.
- 8** Click **OK**.
- 9** Click **OK**.

**Note:** To temporarily override the paper type sensor for a particular print job, specify a paper type in the software screen under Specialty Paper.

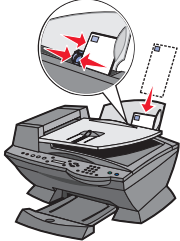
## ***Load an original document into the ADF***

You can load up to 50 sheets of your original document (text side up) in the ADF (available on some models) for scans, copies, and faxes.

**Note:** You can load A4, Letter, or legal sized paper into the ADF.



Follow these guidelines when loading paper in the paper support.

Load up to:	Make sure:
100 sheets of plain paper	<ul style="list-style-type: none"> <li>The paper is loaded vertically against the right side of the paper support.</li> <li>The paper guide is against the left edge of the paper.</li> </ul> <p><b>Note:</b> To load letterhead, make sure the front of the letterhead faces you, and feed the top of the letterhead into the All-In-One first.</p>
10 envelopes	<ul style="list-style-type: none"> <li>The print side of the envelopes faces you.</li> <li>The envelopes are loaded vertically against the right side of the paper support.</li> <li>The stamp location is in the upper left corner.</li> <li>The paper guide rests against the left edge of the envelopes.</li> <li>You choose to print the envelope with Landscape orientation.</li> <li>You select the correct envelope size.</li> </ul> <p>Select the next biggest size if the exact envelope size is not listed, and set the left and right margins so that your envelope text will be correctly positioned on the envelope.</p> <p><b>Note:</b> You can load a single envelope into the paper support without removing plain paper.</p> 
10 greeting cards, index cards, postcards, or photo cards	<ul style="list-style-type: none"> <li>The print side of the cards faces you.</li> <li>The cards are loaded vertically against the right side of the paper support.</li> <li>The paper guide rests against the left edge of the cards.</li> </ul>
25 sheets of coated, photo, or glossy paper	<ul style="list-style-type: none"> <li>The glossy or coated side of the paper faces you.</li> <li>The paper guide rests against the left edge of the photo paper.</li> </ul>
10 transparencies	<ul style="list-style-type: none"> <li>The rough side of the transparencies faces you.</li> <li>The paper guide rests against the left edge of the transparencies.</li> </ul> <p><b>Note:</b> You can load a single transparency into the paper support without removing plain paper.</p>

Load up to:	Make sure:
100 sheets of custom size paper	<ul style="list-style-type: none"> <li>• The print side of the paper faces you.</li> <li>• Your paper size fits within these dimensions:               <p><b>Width</b></p> <ul style="list-style-type: none"> <li>• 76 - 216 mm</li> <li>• 3.0 - 8.5 inches</li> </ul> <p><b>Length</b></p> <ul style="list-style-type: none"> <li>• 127 - 432 mm</li> <li>• 5.0 - 17.0 inches</li> </ul> </li> <li>• The paper guide rests against the left edge of the paper.</li> </ul>
25 iron-on transfers	<ul style="list-style-type: none"> <li>• You follow the loading instructions on the iron-on transfer packaging.</li> <li>• The blank side of the transfers faces you.</li> <li>• The paper guide is against the left edge of the iron-on transfers.</li> </ul>
20 sheets of banner paper	<ul style="list-style-type: none"> <li>• The banner paper is designed for use with inkjet printers.</li> <li>• You adjust the printer properties.</li> </ul>

**Note:** The paper exit tray can hold up to 50 sheets of paper.

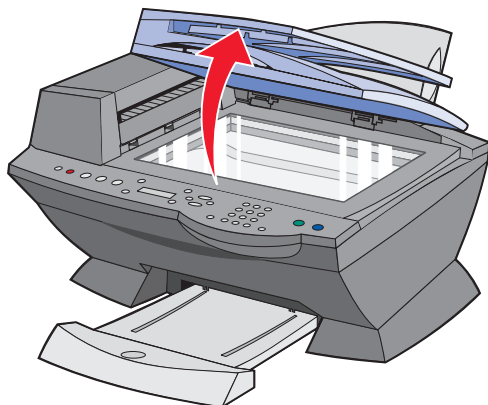
## Copy

You can use your All-In-One to copy in several ways.

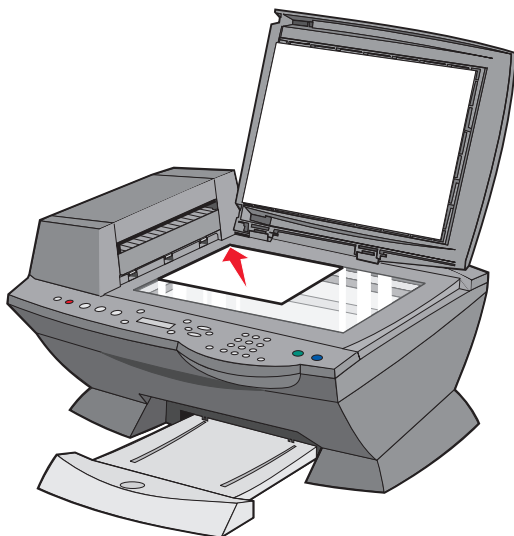
### *Copy using the control panel and the scanner glass*

- 1 Make sure your All-In-One is on.

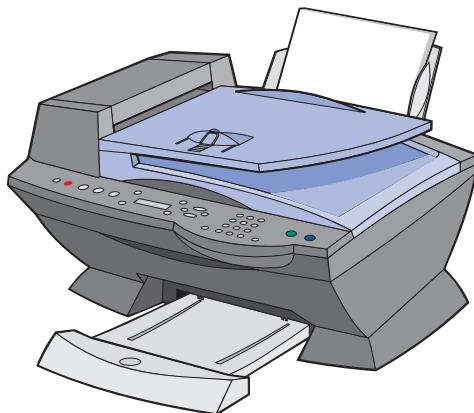
- 2 Open the top cover.



- 3 Place the item you want to copy face down on the scanner glass in the upper left corner. Make sure the top of the document faces left.



- 4 Close the top cover, and then load paper in the paper support.



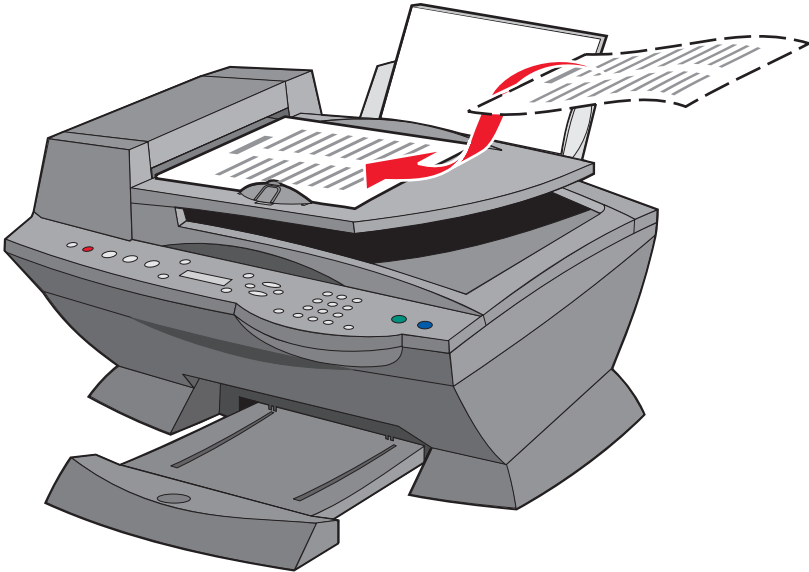
- 5 From the Mode area on the control panel, press **Copy** to enter copy mode.
- 6 If you want to make more than one copy, press the numbers on the keypad that correspond with the number of copies you want to make.
- 7 From the Start area on the control panel, press **Color** to create a color copy of a color image or press **Black** to create a black and white copy.

**C**opying appears on the display.

### ***Copy using the control panel and the ADF***

- 1 Make sure your All-In-One is on and blank paper is loaded in the paper support.

- 2 Load up to 50 sheets of your document face-up into the ADF (available on some models).



- 3 From the Mode area on the control panel, press **Copy** to enter copy mode.
- 4 From the Settings area on the control panel, customize your document. See page 8 for setting and menu options.
- 5 From the Start area on the control panel, press **Color** to create a color copy of a color image or press **Black** to create a black and white copy.

**Copying** appears on the display.

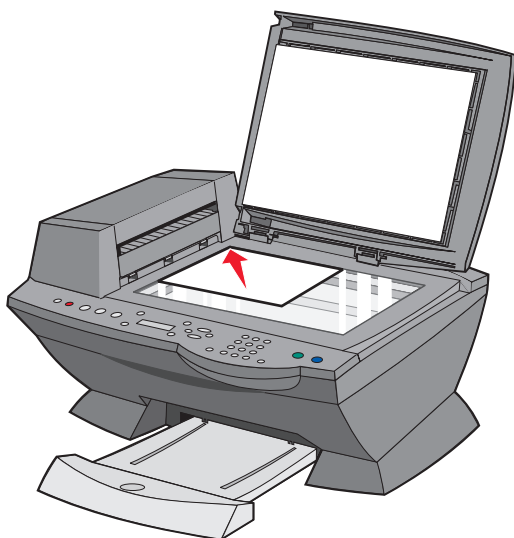
### ***Copy using the All-In-One software and scanner glass***

- 1 Make sure blank paper is loaded in the paper support.
- 2 Make sure your computer and your All-In-One are on.

- 3 Open the top cover.

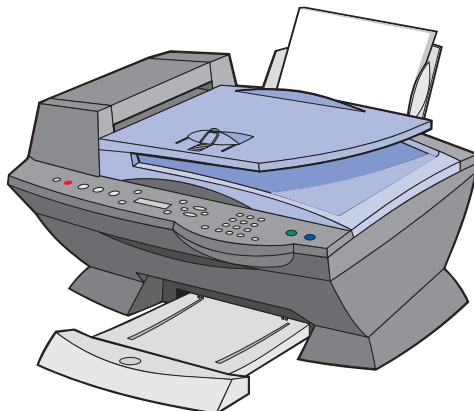


- 4 Place the item you want to copy face down on the scanner glass in the upper left corner.





- 5 Close the top cover.



- 6 Click **Start** ▶ **Programs** ▶ **Lexmark X6100 Series** ▶ **Lexmark All-In-One Center**.

The All-In-One Main Page appears.

- 7 Click **See More Copy Settings**.
- 8 Select a quantity and color for your copies.

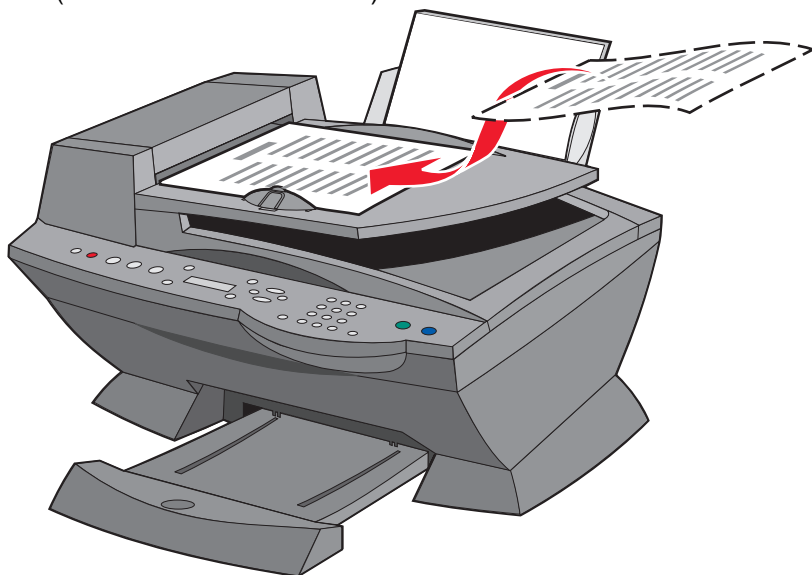
**Note:** You can also choose a paper size or further customize your copy job on this screen.

- 9 Click **Copy Now**.

### ***Copy using the All-In-One software and ADF***

- 1 Make sure your computer and All-In-One are on and paper is loaded in the paper support.

- 2 Load up to 50 sheets of your document face-up into the ADF (available on some models).



- 3 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 4 Click **See More Copy Settings**.
- 5 Select a quantity and color for your copies.

**Note:** You can also choose a paper size or further customize your copy job.

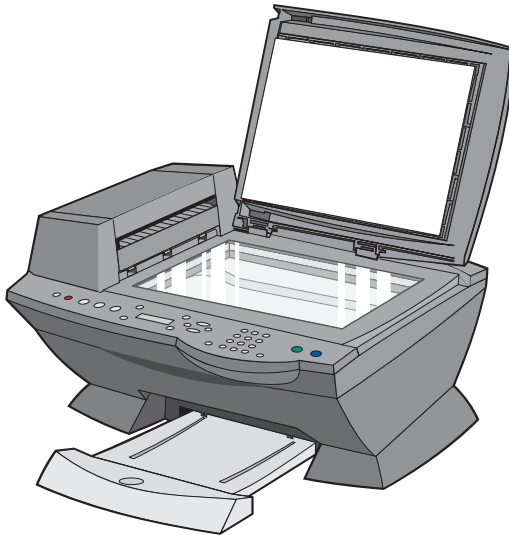
- 6 Click **Copy Now**.

## **Scan**

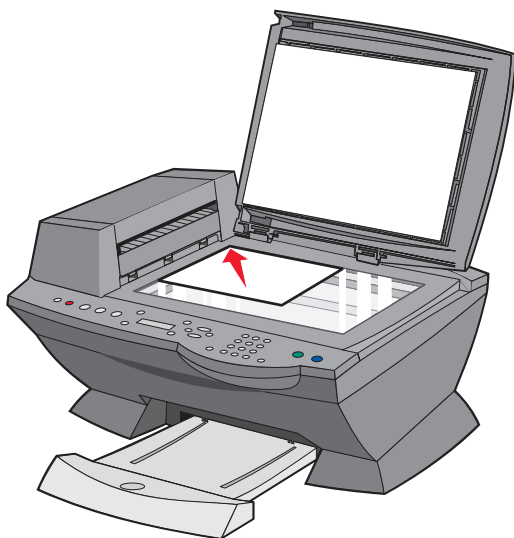
You can use your All-In-One to scan in several ways.

## ***Scan using the control panel and the scanner glass***

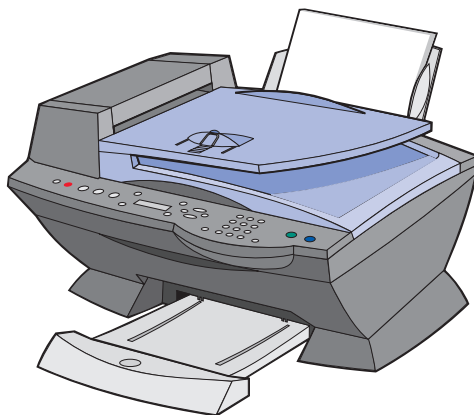
- 1** Make sure your All-In-One is on and connected to your computer.
- 2** Open the top cover.



- 3 Place the item you want to scan face down on the scanner glass in the upper left corner.



- 4 Close the top cover.



- 5 From the Mode area on the control panel, press **Scan** to put the All-In-One in scan mode.
- 6 Press the right arrow button to scroll through the list of possible programs to which you can scan.

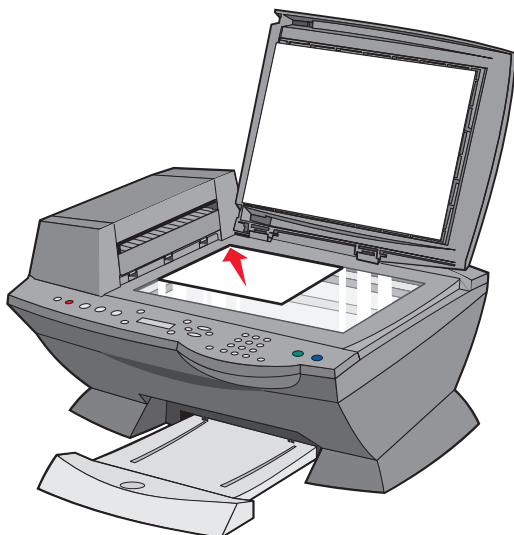
- 7 Press **Select** when the program to which you want to scan appears.
- 8 From the Start area on the control panel, press **Black** to begin a black and white scan or **Color** to begin a color scan.

### ***Scan using the All-In-One software and the scanner glass***

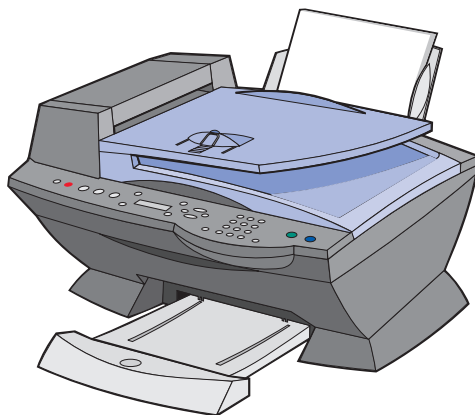
- 1 Make sure your computer and All-In-One are on.
- 2 Open the top cover.



- 3 Place the item you want to scan face down on the scanner glass in the upper left corner.



- 4 Close the top cover.



- 5 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

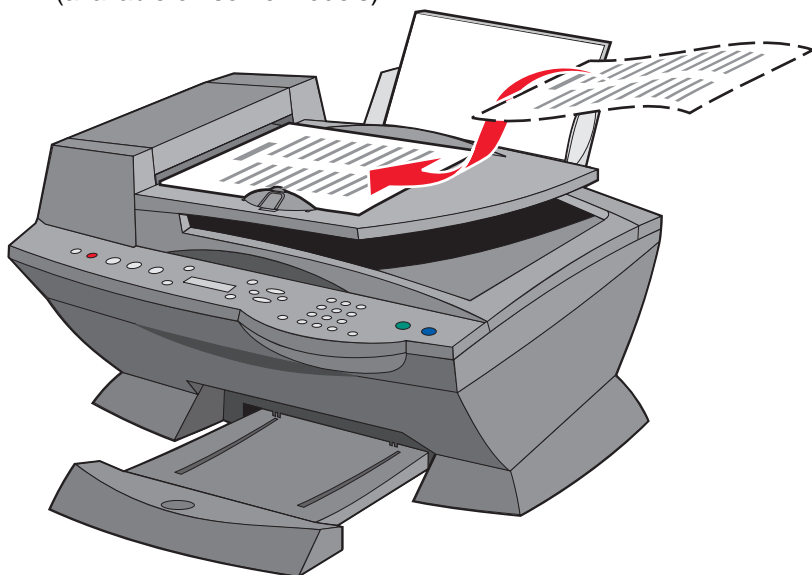
The All-In-One Main Page appears.

- 6 Click **See More Scan Settings**.

- 7 From the drop-down box, select your scan destination.
- 8 Answer the other questions on your screen to further customize your scan job.
- 9 Click **Scan Now**.

### ***Scan using the control panel and the ADF***

- 1 Make sure your computer and All-In-One are on.
- 2 Load up to 50 sheets of the original document into the ADF (available on some models).

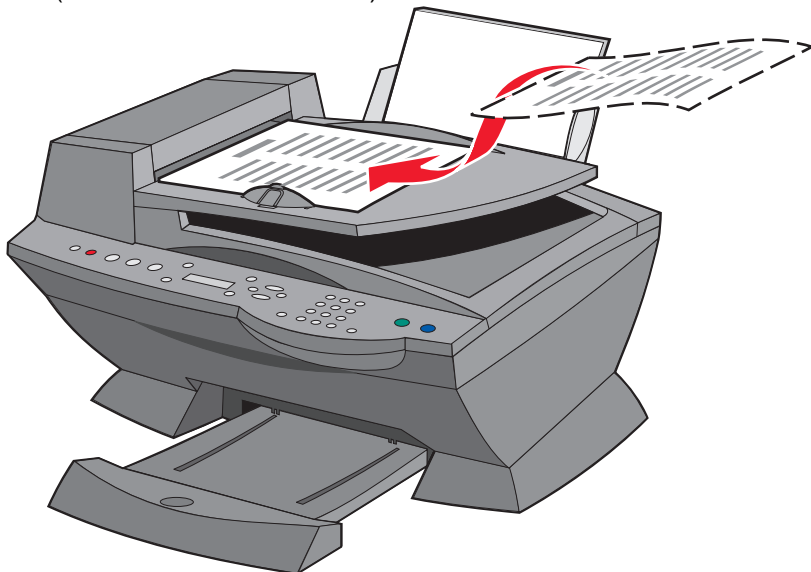


- 3 From the Mode area on the control panel, press **Scan** to put the All-In-One in scan mode.
- 4 Press the right arrow button to scroll through the list of possible programs to which you can scan.
- 5 Select the program to which you want to scan.
- 6 From the Start area on the control panel, press **Black** to begin a black and white scan or **Color** to begin a color scan.

## Scan using the All-In-One software and the ADF

**Note:** Some programs do not support multiple page scanning.

- 1 Make sure your computer and All-In-One are on.
- 2 Load up to 50 sheets of the original document into the ADF (available on some models).



- 3 Double-click the **Lexmark X6100 Series All-In-One Center** desktop icon.

The All-In-One Main Page appears.

- 4 Answer the questions in the Scan...area.

**Note:** If you want to further customize your scan, click **Display Advanced Scan Settings** for more customizing options.

- 5 Click **Scan Now**.



## ***Print***

- 1** Make sure your computer and your All-In-One are on.
- 2** With your document open, click **File ▶ Print**.
- 3** To change the All-In-One settings, click **Properties, Options, Setup, or Preferences** (depending on the program or operating system), and then make changes to the settings.
- 4** Click **OK**.
- 5** From the Print dialog box, click **OK** or **Print** (depending on the program).

## ***Fax***

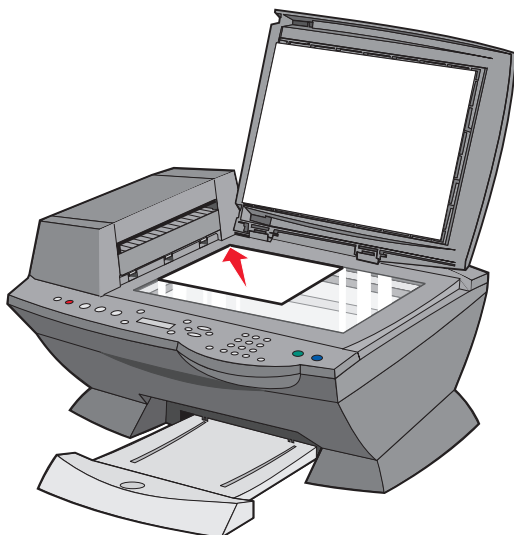
### ***Send a fax using the control panel***

You can use your All-In-One to send color or black and white faxes. You can send and receive (see page 49) A4, legal, and letter size documents.

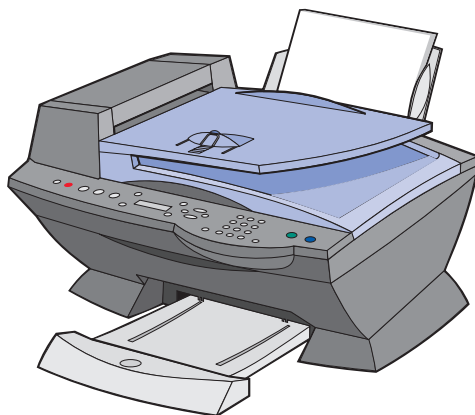
### **Sending a fax from the scanner glass**

- 1** Make sure your All-In-One is on.
- 2** Open the top cover.

- Put the first page of your document face down on the scanner glass in the upper left corner.



- Close the top cover.



- Press **Fax**.
- Using the numbers on the keypad, enter the fax number.
- Press **Black** or **Color**.

For a multiple page black and white fax:

- 1 Place the second page of your document face down on the scanner glass when the machine prompts you for another page (when it has finished scanning the first one to memory).
- 2 When you have scanned the last page of your document, press **2** to answer no.

The All-In-One calls the number you entered and sends your fax.

For a multiple page color fax:

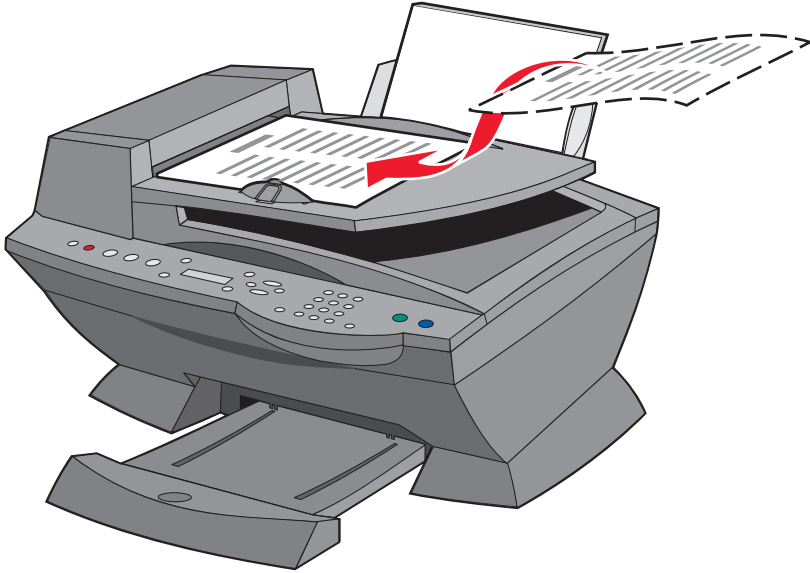
**Note:** In order to send a color fax from your All-In-One, the machine to which you are sending a fax must also support color faxes.

- 1 Wait for the machine to dial and connect to the receiving fax machine.
- 2 Place the second page of your document face down on the scanner glass when the machine prompts you for another page (when it has finished scanning the first one to memory).
- 3 When you have scanned the last page of your document, press **2** to answer no.

Your All-In-One sends your fax.

## Sending a fax from the ADF

- 1 Make sure your All-In-One is on.
- 2 Load up to 50 sheets of your original document face up in the ADF.



- 3 On the control panel, press **Fax**.
- 4 Use the keypad to:
  - Enter the fax number, and then press **Black** or **Color**.
  - Press **Speed Dial**, and then:
    - Use the arrow keys to scroll through the list to find the number you want, and then press **Black** or **Color**.
    - Use the keypad to enter a two-digit number (viewable in the upper left of the display), and then press **Black** or **Color**.

**Note:** If you do not have a Speed Dial list, but want to create one, see page 51.

The All-In-One scans your document and sends your fax to the number you entered.

## ***Print to fax***

The Print to fax feature eliminates the need to print an original document and put it on the scanner glass to send a fax the conventional way. You can create or receive a soft copy document on your computer and send a black and white fax of it to someone else.

**Note:** You cannot receive soft copy faxes, only send them. All incoming faxes will print from your All-In-One.

To send a fax from your computer program using the fax modem in your All-In-One:

- 1** With your document open, click **File ▶ Print**.
- 2** In the printer list, select the Fax Lexmark X6100 Series printer.
- 3** To Print to fax, follow the instructions in the program that launches.

**Note:** All faxes sent using the Print to fax feature use the Fine resolution.

## ***Receive a fax***

You can choose to receive a fax automatically, manually, or through an answering machine.

**Note:** For your All-In-One to receive a color fax, the machine from which you are receiving must also support color faxes.

## ***Automatically***

To reset your All-In-One to automatic answering mode (default):

- 1** From the control panel, press **Fax**.
- 2** Press **Options** until **Answer fax when** appears.

- 3 Press the right arrow to choose **After 1 ring**, **After 2 rings**, **After 3 rings** (default), or **After 5 rings**.
- 4 Press **Select**.

When the number of rings that you set is detected, the All-In-One automatically receives your fax.

## *Manually*

- 1 From the control panel, press **Fax**.
- 2 Press **Options** until **Answer fax when** appears.
- 3 Press the right arrow to choose **Manual-Press #**.
- 4 Press **Select**.
- 5 When it rings, pick up a telephone that is connected to the external jack of the All-In-One and listen for the fax calling tone.
- 6 Press the pound (#) key on the telephone.
- 7 Hang up the telephone.

The All-In-One receives your fax.

## *Answering machine*

For your answering machine to receive a fax:

- 1 From the control panel, press **Fax**.
- 2 Press **Options** until **Answer fax when** appears.
- 3 Press the right arrow to choose **Fax Tone Heard**.
- 4 Press **Select**.

When a ring is detected, the answering machine picks up the call.

- If a fax is detected, the All-In-One receives the fax, and disconnects the answering machine.
- If not, the answering machine completes the call.

## ***Use special fax features***

There are several fax features on your Lexmark X6100 Series that make sending faxes more efficient.

### ***Speed Dial***

To make sending faxes easier, you can enter up to 100 speed dial numbers. You can enter 80 individual fax numbers and 20 groups that can hold up to 5 phone numbers each.

#### **Using the control panel**

- 1** Press **Fax**.
- 2** Press **Speed Dial**.
- 3** The first speed dial number in the list appears.
- 4** Scroll through the list using the left and right arrow buttons or use the keypad to enter the two-digit speed dial number.

#### **Using the computer**

- 1** Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center ▶ Fax Setup Utility**.
- 2** Click the **Speed Dial** tab.
- 3** Follow the instructions on the Speed Dial tab to add a new number to your speed dial list.

## ***Broadcast send***

If your All-In-One is attached to a computer, you can send a fax of up to 20 pages to as many as 5 people at once.

### **To send a broadcast fax immediately**

- 1** Press **Fax**.
- 2** Enter a fax number or press **Speed Dial** to select numbers from your Speed Dial list.
- 3** Press **Black** or **Color** to send the fax immediately or press **Select** to enter another fax number.
- 4** Press **Black** or **Color** to send the fax to both numbers or press **Select** to enter another fax number. Continue this procedure until all of the fax numbers (up to 5 numbers) have been entered.
- 5** Press **Options** three times.
- 6** If you do not want to delay your broadcast fax, select **Do not Delay**.

### **To delay sending a broadcast fax**

Manually entering a fax number:

- 1** On the control panel, press **Fax**.
- 2** When the default screen appears, press **Options** until **Delay Until** appears.
- 3** Press **Select**.
- 4** Enter the time you want your fax to send.
- 5** Press **Select**.
- 6** If your All-In-One is in 24 hour mode, the screen will return to the default display. If the machine is set to 12 hour mode, press **1** for AM or **2** for PM.
- 7** Using the keypad, enter the fax number.



- 8 Press **Black** or **Color** to send your fax to this number or press **Select** to enter another fax number (you can do this up to 5 times and the delayed fax will be sent to as many numbers as you entered).

**Note:** At the designated time, the fax numbers are dialed and the fax transmitted to all of the designated fax numbers. If the fax transmission is unsuccessful to any of the numbers on the broadcast list, the unsuccessful numbers will be tried again at the end of the list.

Using your Speed Dial list:

- 1 Press **Speed Dial**, and then:
  - Use the arrow buttons to scroll through the speed dial list to find the desired fax number, and then press **Fax**.
  - Press the keypad buttons to enter a two-digit number (viewable in the upper left corner of the display), and then press **Fax**.
- 2 When the default screen appears, press **Options**.
- 3 Press **Select**.
- 4 Enter the information about when you want your fax to send.
- 5 Press **Select** again, and then press **1** for AM or **2** for PM.

The default screen appears again.

**Note:** You can repeat this process to enter more numbers you want to send a delayed fax to.

## ***On Hook Dial***

- 1 On the control panel, press **Fax**.
- 2 Press **Options** repeatedly until **On Hook Dial** appears.
- 3 Press **Select** to make the All-In-One go off hook.
- 4 Enter the number to which you want to send a fax.

**Note:** You do not have to press **Black** or **Color**.

- 5 Press the keypad numbers to navigate an automated answering system.
- 6 Press **Black** or **Color** when you are ready to send a fax.

# Networking

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A network is a group of devices connected to each other for the purpose of sharing information. Here is a quick look at what you can do if you are considering using your All-In-One across a network:

- Print from multiple computers if your All-In-One is attached to a computer.
- Copy using the control panel.
- Use the Print to fax feature. However, Fax Setup Utility functions are not available. Fax setup must be done from the control panel.

**Note:** You cannot use your All-In-One to scan across a network.

# Increasing productivity

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With your All-In-One, you can:

- Print collated copies (page 56).
- Scan multiple images (page 58).
- Enlarge or reduce documents (page 59).
- Print repeating images (page 60).
- Print more than one page on a sheet of paper (page 57).
- Print an image as a multi-page poster (page 57).
- E-mail a scanned image or document (page 58).
- Save an image on your computer (page 59).
- Edit text found in a scanned document using Optical Character Recognition (page 61).
- Print last page first (page 60).
- Print two images on one page (page 61).
- Print a banner (page 62).
- Do more productive tasks using the instructions in the Lexmark Solution Center. For help accessing the task list in the LSC software, see page 24.

## *Print collated copies*

When your All-In-One is attached to your computer, you can print black and white or color collated copies. To print collated copies:

- 1 Make sure you have paper loaded in the paper support.
- 2 Click **Start** ▶ **Programs** ▶ **Lexmark X6100 Series** ▶ **Lexmark All-In-One Center**.

The All-In-One Main Page appears.

- 3 Click **See More Copy Settings**.

- 4 Select the **Collate Copies** check box.
- 5 Click **Copy Now**.

When you are using your All-In-One without a computer, you can print black and white collated copies:

- 1 Make sure you have paper loaded in the paper support.
- 2 Press **Copy**.
- 3 Press **Options** repeatedly until **Collate - Black** appears.
- 4 Press the right arrow to scroll to the amount of pages you want to collate.
- 5 Press **Select**.

### ***Print more than one page on a sheet of paper***

- 1 Make sure paper is loaded.
- 2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
  
The All-In-One Main Page appears.
- 3 From the Productivity Tools area, click **More than one page on a sheet of paper**.
- 4 Follow the instructions on your screen.

### ***Print an image as a multi-page poster***

- 1 Make sure you have paper loaded in the paper support.
- 2 Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center**.  
  
The All-In-One Main Page appears.
- 3 Under Productivity Tools, click **Print an image as a multi-page poster**, and then follow the instructions to print your poster.

## ***Scan multiple images***

You can scan multiple images at once to save time:

- 1 Put the first sheet on the scanner glass.
- 2 Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center**.

The All-In-One Main Page appears.

- 3 Click **See More Scan Settings**.
- 4 Click **Display Advanced Scan Settings**.

The Advanced Scan Settings dialog box appears.

- 5 Select **Scan multiple items before output**.
- 6 Click **OK**.
- 7 Click **Scan Now**.
- 8 When you are prompted to do so, place the next page on the scanner glass.

## ***E-mail a scanned image or document***

You can send photographs to people through e-mail:

- 1 Open the top cover.
- 2 Place the photograph you want to scan face down on the scanner glass.
- 3 Close the top cover.
- 4 Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark All-In-One Center**.

The All-In-One Main Page appears.

- 5 Click **Preview Now**.

- 6 From the Productivity Tools area, click **E-mail an image or document**.
- 7 From the What is being scanned? menu, select **Photo**.
- 8 Follow the instructions on the screen to prepare the photograph for e-mail.
- 9 Click **Attach Now**.
- 10 Write a note to accompany the attached photo, and then send it.

## ***Save an image on your computer***

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
  
The All-In-One Main Page appears.
- 2 From the Productivity Tools area, click **Save an image on my computer**.
- 3 Follow the directions to save an image on your computer.

## ***Enlarge or reduce documents***

- 1 Make sure you have paper loaded in the paper support.
- 2 Open the top cover.
- 3 Place the document or pattern you want to enlarge or reduce face down on the scanner glass.
- 4 Close the top cover.
- 5 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
  
The All-In-One Main Page appears.
- 6 Click **Preview Now**.
- 7 From the Productivity Tools area, select **Enlarge or reduce an image**.

- 8 Follow the instructions on the screen to select the size of your new image.
- 9 When you are finished customizing your image, click **Print Now**.

## ***Print last page first***

- 1 Make sure you have paper loaded in the paper support.
- 2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
The All-In-One Main Page appears.
- 3 Click **See More Copy Settings**.
- 4 Select the **Print Last Page First** check box.
- 5 Click **Copy Now**.

## ***Print repeating images***

You can print the same image multiple times, as few as two per page and as many as eight per page, on one sheet of paper:

- 1 Load A4 or letter size paper in the paper support.
- 2 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
The All-In-One Main Page appears.
- 3 From the Productivity Tools menu, click **Repeat an image several times on one page**.
- 4 Follow the instructions on your screen, and then click **Print Now**.



## ***Print two images on one page***

You can print two images on one page to save paper or create interesting documents:

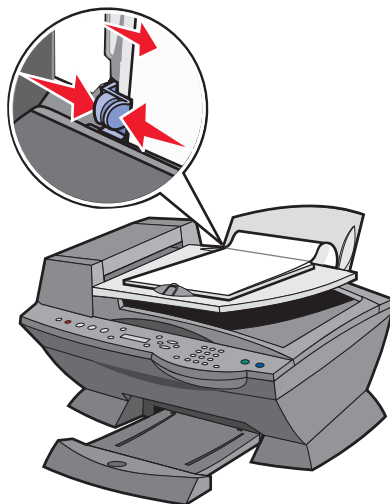
- 1** Make sure you have paper loaded.
- 2** From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
The All-In-One Main Page appears.
- 3** Click **View Saved Images**.
- 4** From the Productivity Tools menu, click **Print two different pictures on one page (2 on 1)**.
- 5** Follow the instructions on your screen.

## ***Edit text found in a scanned document using Optical Character Recognition***

- 1** From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.  
The All-In-One Main Page appears.
- 2** From the Productivity Tools list, click **Edit text found in a scanned document (OCR)**.
- 3** Follow the steps on your screen.

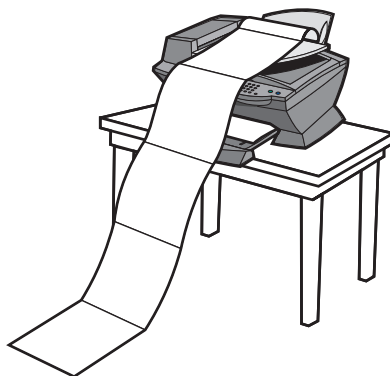
## ***Print a banner***

- 1** Place a stack of banner paper (20 sheets or less) on the top cover, and feed in the first sheet.



- 2** With your document open, click **File ▶ Print**.
- 3** Click **Properties**.
- 4** From the I Want To menu, click **Print a banner**.
- 5** Follow the instructions on your screen.
- 6** Click **OK**.
- 7** Click **OK**.
- 8** Click **OK**.

**Note:** Once the All-In-One begins printing, wait until you can see the leading edge of the banner exiting the All-In-One, and then carefully unfold the paper down to the floor in front of the All-In-One.



# Maintenance

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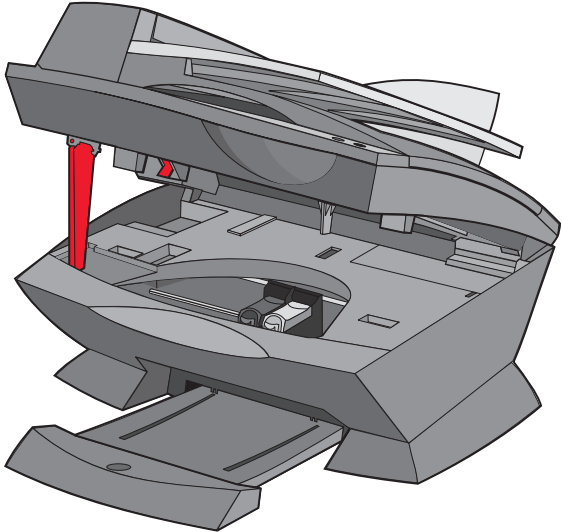
## *Replace the print cartridges*

The Lexmark X6100 Series uses the following cartridges:

Item:	Part number:
Black cartridge	82
Color cartridge	83 or 88

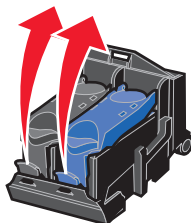
**Note:** For information about ordering supplies, see page 72.

- 1 Make sure the All-In-One is on.
- 2 Lift the scanner unit until the scanner support keeps it open.

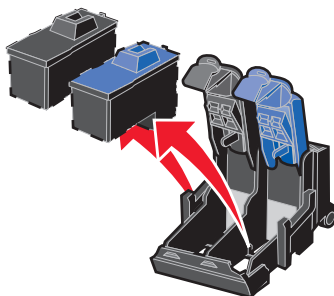


The print cartridge carrier moves and stops at the loading position, unless the All-In-One is busy.

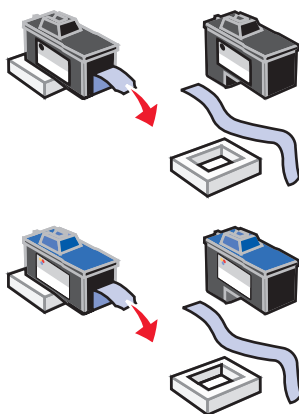
- 3 Squeeze the tabs on the cartridge lids, and then lift the lids.



- 4 Remove the old cartridges. Store them in an air-tight container or dispose of them.

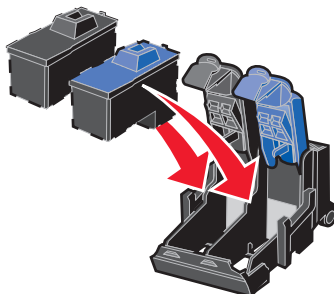


- 5 If you are installing new cartridges, remove the foam, stickers, and transparent tape from the bottom of the cartridges.

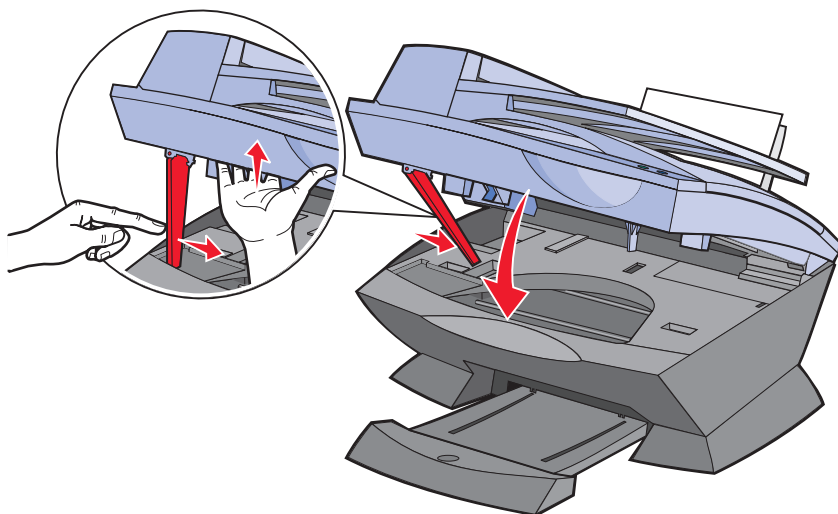


**Warning:** Do *not* touch the gold contact area on the cartridges.

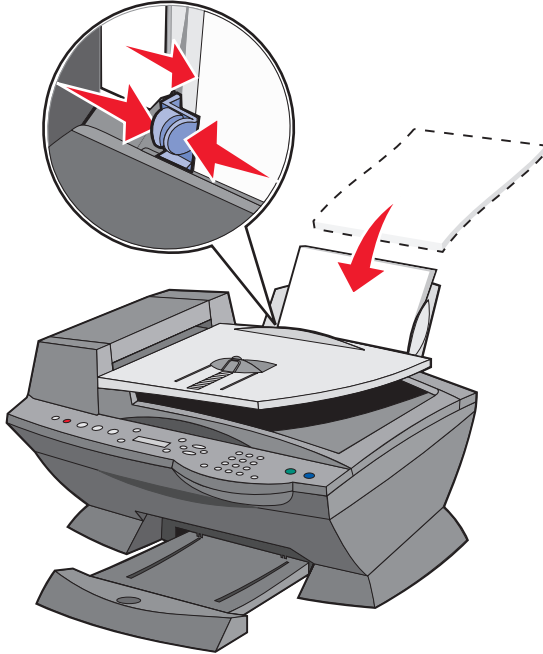
**6** Insert the cartridges, and then snap the lids closed.



**7** Lift the scanner unit, and then push the scanner support to the right while lowering the scanner unit until it is completely closed.



8 Load paper into the paper support.



9 Use the buttons on the control panel to answer the questions that appear on the display:

**a** If the color cartridge you installed is new (it has never been used), press **Select**.

If it is old (it has been used), press the right arrow button once, and then press **Select**.

**b** If the part number that appears is the number of the cartridge you are using, press **Select**.

If it is not the number of the cartridge you are using, press the right arrow button until the correct part number appears, and then press **Select**.

**c** If the black cartridge you installed is new, press **Select**.

If it is old, press the right arrow button once, and then press **Select**.

The part number that appears should be the number of the cartridge you are using.

- d Press **Select** to choose the part number that appears.
- e Continue with “Align the print cartridges” to ensure proper installation.

## ***Align the print cartridges***

There are two instances when you align your print cartridges: after installing new cartridges and to solve print quality problems.

### ***After installing cartridges***

After you install your print cartridges, a message appears on the control panel display.

- 1 Make sure paper is loaded in the paper support.
- 2 Press **Select** to print an alignment page.

**Alignment Page Printing** appears on the display and an alignment page prints. Once the alignment page prints, your automatic alignment is complete.

### ***To solve print quality problems***

Align your cartridges to solve print quality problems such as:

- Characters are not properly formed or are not aligned at the left margin.
- Vertical, straight lines are wavy.

- 1 Load paper in the paper support.
- 2 On the control panel, press **Copy**.
- 3 Press **Options** until **Maintenance** appears.



- 4 Press the right arrow until **Align Cartridges** appears, and then press **Select**.

An alignment page prints. Once this page prints, your automatic alignment is complete.

## ***Improve print quality***

If you are not satisfied with the print quality of your document, make sure you:

- Use the appropriate paper for the document.
- Use paper that is a heavier weight, bright white, or coated.
- Select a higher print quality:
  - 1 From your software application, click **File ▶ Print**.  
The Print dialog box appears.
  - 2 From the Print dialog box, click **Properties, Preferences, or Options**.
  - 3 From the Quality/Speed area, select **Better** or **Best**.

If your document still does not have the print quality you want, follow these steps:

## ***Reinsert the print cartridges***

- 1 Remove the print cartridges. For help, see page 65.
- 2 Insert the print cartridges. For help, see page 66.
- 3 Print your document again.
- 4 If print quality has not improved, continue with “Clean the print nozzles” on page 70.

## ***Clean the print nozzles***

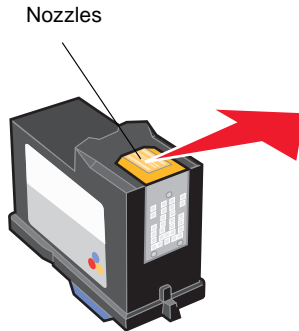
### **Using the control panel**

- 1** Load paper in the All-In-One. For help, see page 26.
- 2** Press **Copy**.
- 3** Press **Options** until **Maintenance** appears on the display.
- 4** Press the right arrow until **Clean Cartridges** appears on the display.
- 5** Press **Select**.
- 6** A nozzle page prints, forcing ink through the nozzles to clean the clogged nozzles.
- 7** Print your document again to verify that your print quality has improved.
- 8** If you are not satisfied with the print quality, continue with step 8, and then print your document again.

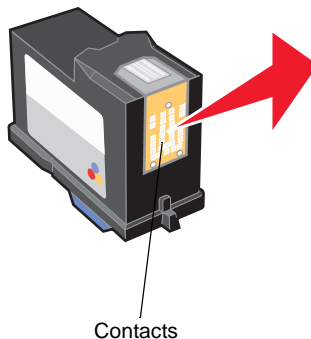
### **Using the Lexmark All-In-One Center**

- 1** Load paper. For help, see page 26.
- 2** Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark X6100 Series All-In-One Center**.
- 3** From the Maintenance tab, click **Clean to fix horizontal streaks**.
- 4** Click **Print**.
- 5** A nozzle page prints, forcing ink through the nozzles to clean the clogged nozzles.
- 6** Print your document again to verify that your print quality has improved.
- 7** If you are not satisfied with the print quality, continue with step 8, and then print your document again.
- 8** Wipe the print cartridge nozzles and contacts:

- a** Remove the print cartridges. For help, see page 65.
- b** Dampen a clean, lint-free cloth with water.
- c** Gently hold the cloth against the nozzles for about three seconds, and then wipe in the direction shown.



- d** Using another clean section of the cloth, gently hold the cloth against the contacts for about three seconds, and then wipe in the direction shown.



- e** With another clean section of the cloth, repeat steps c through d.
- f** Let the nozzles and contacts dry completely.
- g** Reinsert the print cartridges.
- h** Clean the print nozzles. For help, see page 69.
- i** Print your document again.

- j** If the print quality does not improve, repeat step 8 up to two more times.
- k** If print quality is still not satisfactory, replace the print cartridges. For information, see page 72.

## ***Preserve the print cartridges***

To ensure the longest life from your print cartridges and optimum performance from your All-In-One:

- Keep a new print cartridge in its packaging until you are ready to install it.
- Do not remove a print cartridge from the All-In-One except to replace, clean, or store it in an airtight container. The print cartridges do not print correctly if left exposed for an extended period because the ink dries.

Lexmark's warranty does not cover repair of failures or damage caused by a refilled cartridge. We do not recommend use of refilled cartridges. Refilling cartridges can affect print quality and cause damage to the All-In-One. For best results, use Lexmark supplies.

## ***Order supplies***

To order All-In-One supplies or to locate a dealer near you, contact the Lexmark Web site at [www.lexmark.com](http://www.lexmark.com).

<b>Item:</b>	<b>Part number:</b>
Black cartridge	82
Color cartridge	83 or 88
USB cable	12A2405

# Troubleshooting

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## ***Setup troubleshooting***

If you experience problems while setting up your All-In-One, make sure:

- You unlock the scanner bed by pushing the scanner lock down. For help locating the scanner lock, see the picture of the All-In-One on page 3.
- You only have one Lexmark X6100 Series attached to your computer.
- Your operating system is compatible with your All-In-One. The Lexmark X6100 Series supports these operating systems:

Windows 98

Windows 2000

Windows Me

Windows XP

## ***General troubleshooting***

When your All-In-One has a problem, before contacting Lexmark Customer Support, check the following items.

If your All-In-One is *not* attached to a computer, make sure the power supply is plugged into your All-In-One and an electrical outlet.

If your All-In-One is attached to a computer, make sure:

- Both your computer and your All-In-One are on.
- The All-In-One is connected directly to your computer.
- The USB cable is securely attached to your computer and to your All-In-One. To purchase a USB cable, part number 12A2405, visit the Lexmark Web site at [www.lexmark.com](http://www.lexmark.com).

Anytime your All-In-One has a problem, make sure:

- You unlock the scanner:
  - 1 Press **Power** to turn the All-In-One off.
  - 2 Unlock the scanner.
  - 3 Press **Power** to turn the All-In-One back on.

**Note:** If you have not unlocked the scanner, you will hear a loud banging noise when you turn the All-In-One on.

- You install both of the print cartridges. The Lexmark X6100 Series only works if you have both cartridges installed. For help installing the cartridges, see page 64.
- You remove the stickers, transparent tape, and foam from the bottom of the print cartridges. For an illustration, see page 65.

<b>Problem:</b>	<b>Go to:</b>
Document does not print	page 75
Document prints slowly	page 75
Document misfeeds or jams	page 76
Document prints poorly	page 79
Document is too light or too dark	page 79
Display language is not preferable	page 81
Date and time on the display is incorrect	page 81
All-In-One is not communicating with the computer	page 82
Black and white copy quality is unsatisfactory	page 82
Document has a checkerboard pattern	page 83

<b>Problem:</b>	<b>Go to:</b>
Scanned image is unsatisfactorily cropped	page 83
Edges of scanned documents are cropped	page 84
Scanner unit will not close	page 85
Fax settings are unsatisfactory	page 85
All-In-One is scanning and copying without a pre-scan	page 85
Error messages and flashing lights	page 86

### ***Document does not print***

- Make sure the cartridges are properly installed. For help, see page 64.
- Use an undamaged USB cable.
- Check your All-In-One status to make sure your document is not being held or paused.

To check All-In-One status:

- 1** Click **Start** ▶ **Settings** ▶ **Printers**.
  - 2** Double-click the **Lexmark X6100 Series** icon, and then click **Printer**.
  - 3** Make sure no check mark appears next to **Pause Printing**.
  - 4** Print a test page.
- Check the software program.

### ***Document prints slowly***

- Close programs not in use.
- Reduce the print quality resolution (Quick and Normal print more quickly than Better and Best).

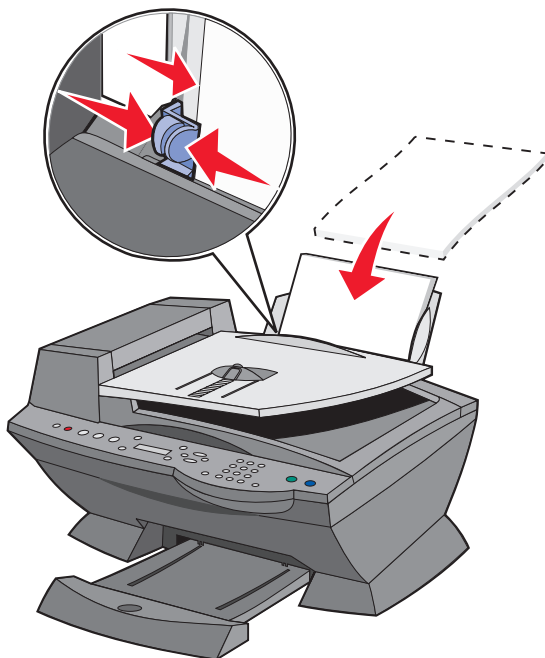
**Note:** Photos or documents containing graphics may take longer to print than regular text.

- Consider purchasing more Random Access Memory (RAM) for your computer.

## ***Document misfeeds or jams***

### **Paper misfeeds or multiple sheets feed**

- Use a paper recommended for inkjet printers.
- Do not force the paper into the All-In-One.
- Do not load too much paper into the All-In-One. For help, see page 31.
- Make sure the paper guide rests against the left edge of the paper and does not cause the paper to bow in the paper support.



- Place the All-In-One on a flat, level surface.
- Select the correct paper type and size.



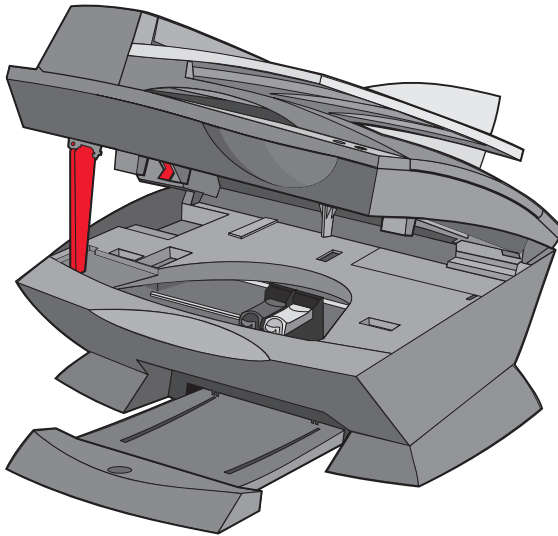
## Paper jams

If a paper jam occurs in the paper support, remove the paper from the All-In-One. If the paper is lodged too far into the All-In-One and cannot be removed:

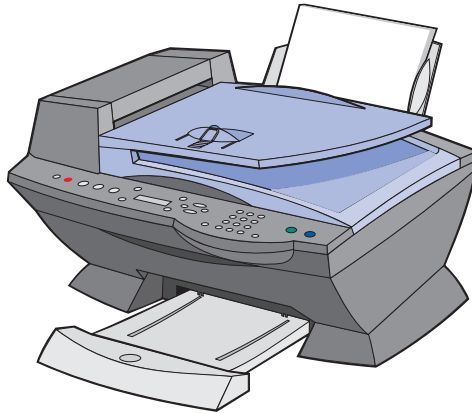
- 1 Press **Power** to turn the All-In-One off.
- 2 Pull slowly and firmly on the paper to remove it.

If you cannot reach the paper because it is too far into the All-In-One:

- a Lift the scanner unit, and then pull the paper out.



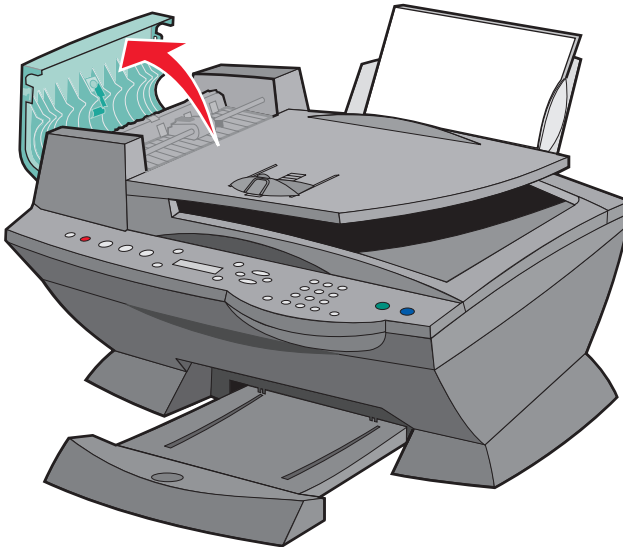
- b** Lower the scanner unit to close it.



- 3** Press **Power** to turn the All-In-One on, and then print your document.

If a paper jam occurs in the ADF:

- 1** Turn the All-In-One off.
- 2** Open the ADF.



- 3 Remove the paper jam.
- 4 Close the ADF.
- 5 Turn the All-In-One on.
- 6 Print any missing pages.

## ***Document prints poorly***

### **Document is too light or too dark**

You can lighten or darken your document from the control panel.

- 1 On the control panel, press **Lighter/Darker**.
- 2 Press the right arrow to darken your document or the left arrow to lighten it.
- 3 When the asterisk (\*) on the display moves to a satisfactory position, press **Select**.

### **Vertical, straight lines are not smooth**

To improve the print quality of vertical, straight lines in tables, borders, and graphs:

- Test the cartridge alignment. For help, see page 68.
- Clean the nozzles. For help, see page 69.

### **Characters are missing or unexpected**

Make sure the scanner glass is clean.

- 1 Dampen a clean lint-free cloth.
- 2 Gently wipe the scanner glass.

**Note:** Make sure all ink or corrective fluid on the document is dry before placing the document on the scanner glass.

## Print is too dark or smudged

- Let the ink dry before handling the paper.
- Select the correct paper type and size in Properties, Preferences, or from the All-In-One Center.
- Make sure the paper is straight and unwrinkled.
- Select the appropriate Quality for the paper type. If you are printing on inkjet paper, select **Quick Copy** from the Quality/Copies tab of Properties, Preferences, or from the All-In-One Center.
- Clean the cartridge nozzles. For help, see page 69.

## Printed pages have alternating bands of light and dark print (intermittent printing)

If your document has alternating bands of light and dark print, you might need to select the highest print quality.

- 1 With your document open, click **File** ▶ **Print**.
- 2 In the Print dialog box, click **Properties, Preferences, Options, or Setup** (depending on your program or operating system).
- 3 Select **Best** on the Quality/Copies tab.

## Print quality is poor at the edges of the page

Like other All-In-Ones, the Lexmark X6100 Series cannot print in the extreme left, right, top, or bottom edges of a page. Use these minimum settings:

- Left and right margins:
  - 6.35 mm (0.25 inches) for all paper sizes except A4
  - 3.37 mm (0.133 inches) for A4 size paper
- Top margin:  
1.7 mm (0.067 inches)
- Bottom margin:  
16.51 mm (0.65 inches)

## Colors are faded or not printing completely

- Check the ink level graphic on the Cartridges tab of the Printing Control Program.
- Use a different color setting.

## *Display language is not preferable*

If the language on the All-In-One display is not the language you prefer, follow these steps to change it:

- 1 On the control panel, press **Options** until **Language** appears on the display.
- 2 Use the right arrow to scroll through the list of languages.
- 3 When your preferred language appears on the display, press **Select** to save that language as the default.

## *Date and time on the display is incorrect*

To set the current date and time:

- 1 On the control panel, press **Fax**.
- 2 Press **Options** until **EDIT DATE/TIME:** appears on the display.

To change the date:

- a Press **Select**.
- b Use the keypad buttons to enter the date you want your All-In-One to display.
- c Press **Select**.

**Note:** If the date is entered incorrectly, the date shown will be the default.

To change the time:

- a Press the right arrow once, and then press **Select**.
- b Use the keypad buttons to enter the time you want your All-In-One to display.

- c** Press **Select**.
- d** Press **1** for AM, **2** for PM, or **3** for 24 hour time.

**Note:** If the time is entered incorrectly, the time shown will be the default.

### ***All-In-One is not communicating with the computer***

- Disconnect, and then reconnect both ends of the USB cable. For help, see your setup documentation.
- Unplug the power supply from the electrical wall outlet, and then reconnect the power supply. (For help, see your setup documentation.) Plug the power supply back in and turn the power back on.
- Restart your computer. If problems persist, see “Remove and reinstall the software” on page 88.

### ***Black and white copy quality is unsatisfactory***

You might need to change an Advanced Copy Setting in the All-In-One Center.

- 1** From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2** Click **See More Copy Settings**.
- 3** Click **Display Advanced Copy Settings**, and then the **Scan** tab.
- 4** From the Color depth drop-down menu, select **Gray**.
- 5** Click **OK**.

## ***Document has a checkerboard pattern***

If you scan or copy from a printed source and see a checkerboard pattern on your document, follow the instructions below to eliminate the pattern.

For scanning:

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2 Click **See More Scan Settings**.
- 3 From the What is being scanned? menu, select **Magazine/ Newspaper**.
- 4 Click **Scan Now**.

For copying:

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2 Click **See More Copy Settings**.
- 3 Click **Display Advanced Copy Settings**.
- 4 Select the **Image Patterns** tab.
- 5 Make sure the second box is checked to remove image patterns from magazine or newspaper documents.
- 6 Click **OK**.

## ***Scanned image is unsatisfactorily cropped***

You can turn auto-cropping off or adjust how the image is cropped.

**To turn auto-cropping off:**

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2 Click **See More Scan Settings**.
- 3 Click **Display Advanced Scan Settings**.
- 4 Click **Select area to be scanned**, and then select a scan area from the drop-down menu.
- 5 Click **OK**.

### **To adjust how the image is cropped:**

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2 Click **See More Scan Settings**.
- 3 Click **Display Advanced Scan Settings**.
- 4 Click the **Scan** tab.
- 5 Select **Auto-crop the scanned item**.
- 6 Slide the Tolerance bar to the left to crop less or to the right to crop more.
- 7 Click **OK**.

### ***Edges of my document are cropped***

If your document is cropped on the edges:

- 1 On the control panel, press **Copy** or **Fax**.
- 2 Press **Reduce/Enlarge**.
- 3 Press the right arrow until **Fit to Page** appears.
- 4 Press **Select**.



## ***Scanner unit will not close***

To close the scanner unit after installing print cartridges, unlocking the scanner bed, or removing a paper jam, follow these steps:

- 1 Using both hands, lift the scanner unit.
- 2 With one hand, push the scanner support to the side.
- 3 Hold the scanner support to the side as you lower the scanner unit.

**Note:** Make sure the scanner unit closes completely.

## ***Fax settings are unsatisfactory***

- 1 From your desktop, double-click the **Lexmark X6100 Series All-In-One Center** icon.

The All-In-One Main Page appears.

- 2 In the upper left corner, click **Maintain/Troubleshoot**.
- 3 Under Fax Setup Utility, click **Display the Fax Setup Utility**.
- 4 Adjust the settings you want to change.
- 5 Click **Save Settings**.

## ***All-In-One is scanning and copying without a pre-scan***

- 1 On the control panel, press **Scan** or **Copy**.
- 2 Press **Options** until **ORIGINAL SIZE** appears.  
Press **Select** to choose **Auto Detect** (default).
- 3 On the control panel, press **Reduce/Enlarge** and then press the right arrow until **Fit to Page** appears.
- 4 Press **Color** or **Black**.

The scanner pre-scans your original document to determine its size, fits it onto the specified paper size, and then scans your original document.

## ***Error messages and flashing lights***

Use this section to understand All-In-One software error messages on your computer screen or control panel display and blinking lights on your All-In-One.

### **Ink Low message**

A print cartridge is running out of ink. The Ink Low warning occurs when your cartridges are about 25% full, 15% full, and 5% full. When one of these messages appears, you can:

- Click **OK**.
- Click the **?** to get information about ordering supplies.
- Order a new cartridge or locate a dealer near you from the Lexmark Web site at [www.lexmark.com](http://www.lexmark.com).

For help installing a new cartridge, see page 64.

### **Paper Jam message**

If your All-In-One has a paper jam:

- 1** Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark X6100 Series Solution Center**.
- 2** Click the **Troubleshooting** tab on the left side of the screen.
- 3** Click **How to clear and avoid paper jams**.
- 4** Follow the instructions to clear the paper jam.

### **Paper Out message**

If your All-In-One is out of paper, **Load paper then press Select** appears on the display.

- 1** Follow these instructions to clear the message from the display.
- 2** Print your document.

**Note:** If your All-In-One has a paper jam, see page 86 for help.

## Hardware Error: 401

The All-In-One scanner is stalled.

- 1 Press **Power** to turn your All-In-One off.
- 2 Unplug your All-In-One.
- 3 Make sure the scanner is unlocked.
- 4 Plug in your All-In-One.
- 5 Press **Power** to turn your All-In-One on.

## Cartridge Error: 50C

Your print cartridge has a short.

- 1 Press **Power** to turn your All-In-One off.
- 2 Unplug your All-In-One.
- 3 Plug in your All-In-One.
- 4 Turn your All-In-One on.
- 5 Uninstall and reinstall the cartridges.

**Note:** If this does not resolve the problem, see “More troubleshooting options” or replace your cartridges.

## Hardware Error: 502

The All-In-One is stalled.

- 1 Press **Power** to turn your All-In-One off.
- 2 Unplug your All-In-One.
- 3 Check for paper jams.
- 4 Plug in your All-In-One.
- 5 Press **Power** to turn your All-In-One on.

## **Power light blinks twice**

The print cartridge carrier might be stalled. Check your computer screen for error messages.

- 1 Turn the All-In-One off.
- 2 Wait a few seconds, and then turn the All-In-One on.

## ***Remove and reinstall the software***

If the All-In-One is not functioning properly or if a communications error message appears when you try to use your All-In-One, you may need to remove it, and then reinstall the printer software.

- 1 From your desktop, click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Uninstall Lexmark X6100 Series**.
- 2 Follow the instructions on your screen to remove the All-In-One software.
- 3 Restart your computer before reinstalling the All-In-One software.
- 4 Insert the CD, and then follow the instructions on your screen to install the software.

## ***More troubleshooting options***

If the preceding solutions do not solve the problem you are having with your All-In-One:

- Refer to the Lexmark Solution Center software for more troubleshooting information:
  - 1 Click **Start ▶ Programs ▶ Lexmark X6100 Series ▶ Lexmark X6100 Series Solution Center**.
  - 2 Click the **Troubleshooting** tab on the left side of the screen.
- Go to <http://support.lexmark.com/> for help.

# Notices

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## **Federal Communications Commission (FCC) compliance information statement**

This equipment complies with Part 68 of the FCC rules and the requirements adopted by the America's Carriers Telecommunication Association (ACTA). On the back of this equipment is a label that contains, among other information, a product identifier in the format US:AAAEQ##TXXXX. If requested, this number must be provided to your telephone company.

This equipment uses the RJ-11C Universal Service Order Code (USOC) jack.

A plug and jack used to connect this equipment to the premises' wiring and telephone network must comply with the applicable FCC Part 68 rules and requirements adopted by the ACTA. A compliant telephone cord and modular plug is provided with this product. It is designed to be connected to a compatible modular jack that is also compliant. See page 3 for more information.

The Ringer Equivalence Number (REN) is used to determine the number of devices that may be connected to a telephone line. Excessive RENs on a telephone line may result in the devices not ringing in response to an incoming call. In most but not all areas, the sum of RENs should not exceed five (5.0). To be certain of the number of devices that may be

connected to a line, as determined by the total RENs, contact your local telephone company. For products approved after July 23, 2001, the REN for this product is part of the product identifier that has the format US:AAAEQ##TXXXX. The digits represented by ## are the REN without a decimal point (e.g., 03 is a REN of 0.3). For earlier products, the REN is separately shown on the label.

If this equipment causes harm to the telephone network, the telephone company will notify you in advance that temporary discontinuance of service may be required. If advance notice is not practical, the Telephone Company will notify the customer as soon as possible. You will also be advised of your right to file a complaint with the FCC.

The telephone company may make changes in its facilities, equipment, operations or procedures that could affect the operation of this equipment. If this happens the telephone company will provide advance notice in order for you to make necessary modifications to maintain uninterrupted service.

If trouble is experienced with this equipment, for repair or warranty information, please contact Lexmark International, Inc. at [www.lexmark.com](http://www.lexmark.com). If the equipment is causing harm to the telephone network, the telephone company may request that you disconnect

the equipment until the problem is resolved.

This equipment contains no user serviceable parts. For repair and warranty information, please contact Lexmark International, Inc. See the previous paragraph for contact information.

Connection to party line service is subject to state tariffs. Contact the state public utility commission, public service commission, or corporation commission for information.

If your home has specially wired alarm equipment connected to the telephone line, ensure the installation of this equipment does not disable your alarm equipment. If you have questions about what will disable alarm equipment, consult your telephone company or a qualified installer.

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the customer install an AC surge arrester in the AC outlet to which this device is connected. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

The Telephone Consumer Protection Act of 1991 makes it unlawful for any person to use a computer or other electronic device, including

FAX machines, to send any message unless said message clearly contains in a margin at the top or bottom of each transmitted page or on the first page of the transmission, the date and time it is sent and an identification of the business or other entity, or other individual sending the message, and the telephone number of the sending machine or such business, other entity, or individual. (The telephone number provided may not be a 900 number or any other number for which charges exceed local or long-distance transmission charges.)

See the section in this publication entitled Personalize Fax, on page 12, in order to program this information into your fax machine.

### **Notice to users of the Canadian telephone network**

This product meets the applicable Industry Canada technical specifications.

The Ringer Equivalence Number (REN) is an indication of the maximum number of terminals allowed to be connected to a telephone interface. The terminus of an interface may consist of any combination of devices, subject only to the requirement that the sum of the Ringer Equivalence Numbers of all the devices does not exceed five. The modem REN is located on the rear of the equipment on the product labeling.

Telephone companies report that electrical surges, typically lightning transients, are very destructive to customer terminal equipment connected to AC power sources. This has been identified as a major nationwide problem. It is recommended that the

customer install an AC surge arrester in the AC outlet to which this device is connected. This is to avoid damage to the equipment caused by local lightning strikes and other electrical surges.

This equipment uses CA11A telephone jacks.

### **Using the X6100 Series All-In-One in Germany**

The X6100 Series All-In-One requires a German billing tone filter (Lexmark part number 14B5123) to be installed on any line which receives metering pulses in Germany. Metering pulses may or may not be present on analog lines in Germany. The subscriber may request that metering pulses be placed on the line, or can have them removed by calling the German network provider. Normally, metering pulses are not provided unless specifically requested by the subscriber at the time of installation.

### **Using the X6100 Series All-In-One in Switzerland**

The X6100 Series All-In-One requires a Swiss billing tone filter (Lexmark part number 14B5109) to be installed on any line which receives metering pulses in Switzerland. The Lexmark filter must be used, as metering pulses are present on all analog telephone lines in Switzerland.

The Lexmark X6100 Series has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. Operation 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.

The FCC Class B limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. 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 your point of purchase or service representative for additional suggestions.

The manufacturer is not responsible for any radio or television interference caused by using other than recommended cables or by unauthorized changes or modifications to this equipment. Unauthorized changes or modifications could void the user's authority to operate this equipment.

**Note:** To assure compliance with FCC regulations on electromagnetic interference for a Class B

computing device, use a properly shielded and grounded cable such as Lexmark part number 1329605 for parallel attach or 12A2405 for USB attach. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

Any questions regarding this compliance information statement should be directed to:

Director of Lexmark  
Technology & Services  
Lexmark International, Inc.  
740 West New Circle Road  
Lexington, KY 40550  
(859) 232-3000

### Industry Canada compliance statement

This Class B digital apparatus meets all requirements of the Canadian Interference-Causing Equipment Regulations.

### Avies de conformité aux normes de l'industrie du Canada

Cet appareil numérique de la classe B respecte toutes les exigences du Règlement sur le matériel brouilleur du Canada.

### European Community (EC) directives conformity

This product is in conformity with the protection requirements of EC Council directives 89/336/EEC, 73/

23/EEC, and 1999/5/EC on the approximation and harmonization of the laws of the Member States relating to electromagnetic compatibility and safety of electrical equipment designed for use within certain voltage limits and on radio equipment and telecommunications terminal equipment.

A declaration of conformity with the requirements of the directives has been signed by the Director of Manufacturing and Technical Support, Lexmark International, S.A., Boigny, France.

This product satisfies the Class B limits of EN 55022 and safety requirements of EN 60950.

### Japanese VCCI notice

この装置は、情報処理装置等電波障害自主規制協議会（VCCI）の基準に基づくクラス B 情報技術装置です。この装置は、家庭環境で使用することを目的としていますが、この装置がラジオやテレビジョン受信機に近接して使用されると、受信障害を引き起こすことがあります。

取扱説明書に従って正しい取り扱いをして下さい。

### The United Kingdom Telecommunications Act 1984

This apparatus is approved under the approval number NS/G/1234/J/100003 for the indirect connections to the public telecommunications systems in the United Kingdom.

### ENERGY STAR



The EPA ENERGY STAR Office Equipment program is a partnership effort with

office equipment manufacturers to promote the introduction of energy-efficient products and to reduce air pollution caused by power generation.

Companies participating in this program introduce products that power down when they are not being used. This feature will cut the energy used by up to 50 percent. Lexmark is proud to be a participant in this program.

As an ENERGY STAR Partner, Lexmark International, Inc. has determined that this product meets the ENERGY STAR guidelines for energy efficiency.

### Safety information

- Use only the power supply provided with this product or the manufacturer's authorized replacement power supply.
- Connect the power supply cord to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the user documentation, to a professional service person.

**CAUTION:** Do not use the fax feature during a lightning storm. Do not set up this product or make any electrical or cabling

connections, such as the power supply cord or telephone, during a lightning storm.

### **Mercury statement**

This product contains mercury in the lamp (<5mg Hg). Disposal of mercury may be regulated due to environmental considerations. For disposal or recycling information, contact your local authorities or the Electronic Industries Alliance: [www.eiae.org](http://www.eiae.org).

### **Conventions**

It may help you to recognize the caution and warning conventions used in this document.

**CAUTION:** A caution identifies something that could cause you harm.

**Warning:** A warning identifies something that could damage your product hardware or software.

### **Copyright advisory**

It may be illegal to copy certain materials without permission or license, including documents, images, and currency. If you are not sure whether you have permission, seek legal advice.



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