

**PMF22**

**User Guide**

# Preface

Welcome to the Printon series products!

We heartily appreciate your using of Printon series products!

To protect your vital interests, please carefully read the following statements.

## Legal Notice

### Trademark

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Using this product to copy, print, scan certain documents or images or make other forms of operations may be prohibited by the local laws. If you are uncertain about the legality of using this product for certain documents or images, you should consult your legal advisor in advance.

The product can only be used safely in the non-tropical areas at an altitude no higher than 2000 meters.

# Safety Precautions

## Disconnect the power supply

The product should be placed close to or easily accessible to power sockets, so as to allow easy disconnection of power supply!

## Laser Safety

The laser radiation is harmful to the human body. Since laser components are completely sealed in the printer, laser radiation will not leak. To avoid laser radiation, please do not randomly disassemble the printer!

The printer follows the provisions of Class 1 laser products under CFR standard. The printer has a Class III b laser diode, which has no laser radiation leakage among laser components.

The laser components shall complies with the requirements of: U.S. Code of Federal Regulations, 21 CFR 1040, IEC 60825-1

The following label is attached to the laser components inside the printer:

## Reclamation and recycling

To protect the environment, our corporation has already established the system of reclamation and recycling for waste products. Please refer to the Printon official website for product recovery at [www.waltonbd.com](http://www.waltonbd.com).

## Safety Warning

Please note the following safety warnings before using the printer:

<b>! Warning</b>		
	There is high-voltage electrode inside the printer. Before cleaning the printer, make sure the power is turned off!	
	Plugging and unplugging the power cord plug with a wet hand can result in an electric shock.	
	The fuser unit is hot when and after printing. Touching the fuser unit (the shaded area as shown) may cause burns!	
	The fuser unit is attached with a high temperature warning label. Please do not remove or damage this label.	

# Precautions

## Precautions before Using the Printer:

- 1.** Read and understand all instructions;
- 2.** Familiarize yourself with the basic principles associated with operating electrical appliances;
- 3.** Comply with all warnings and instructions marked on the equipment or specified in the manual supplied with the equipment;
- 4.** If the operating instructions conflict with the safety information, please refer back to the safety information, as you may have misunderstood the operating instructions. If you cannot resolve the conflicts, please call the Customer Service Hotline or contact a service representative for help;
- 5.** Before cleaning the equipment, remove the power cord from the AC power supply outlet. Do not use liquid or aerosol cleaners;
- 6.** Please make sure that the equipment is put on a stable desktop surface to avoid serious damage caused by the falling of the equipment;
- 7.** Do not put the equipment near a radiator, an air conditioner, or a ventilation pipe;
- 8.** Do not put any articles on the power cord. Do not put the equipment at the place where its power cord could be stepped on by people;
- 9.** Outlets and extension cords must not be overloaded. This may reduce performance and could result in fire or electric shock;
- 10.** Do not allow pets to chew on the AC power cord or the computer interface cable;
- 11.** Do not allow sharp objects piercing equipment slot, so as to avoid contact with the high-voltage device, which otherwise may result in fire or electric shock. Take care not to spill liquids onto the equipment;
- 12.** Do not disassemble the equipment so as to avoid the risk of electric shock. Necessary repairs may only be carried out by professional maintenance personnel. Opening or removing the cover could result in an electric shock or other potential hazards. Incorrect disassembly and assembly could also result in an electric shock during future use;
- 13.** If any one of the following occurs, disconnect the equipment from the computer and pull out the power cord from the AC wall socket and contact a qualified member of the service personnel for maintenance:
  - Liquid has been spilled into the equipment.
  - The equipment has been exposed to rain or water.
  - The equipment falls, or the cover is damaged.
  - Significant changes in the equipment's performance.
- 14.** Only adjust the control mentioned in the instructions. Incorrect adjustment of other controls may result in damage and mean that professional maintenance personnel need to spend more time fixing it;
- 15.** Do not use the equipment in a thunderstorm so as to avoid the risk of an electric shock. If possible, pull out the AC power cord during a thunderstorm;

**16.** If you continuously print multiple pages, the surface of the tray will become very hot. Take care not to touch this surface, and keep children away from this surface;

**17.** The signal wire of the device connected with the printer cannot be connected to the outdoors;

**18.** Please ensure timely ventilation in case of a prolonged use or printing huge amounts of documents in a poorly ventilated room;

**19.** In standby status, the product will automatically enter into the power saving (sleep) mode if it does not receive any job order for a while (such as 1 minute); and it can realize zero power consumption only if it has not been connected with any external input power supply;

**20.** As the Class 1 equipment, the product must be connected to the power supply outlet with protective grounding line when using;

**21.** This product should be placed according to the shipping marks on the product package box during delivery;

**22.** This product is a kind of low-voltage equipment. When using this product below the specified voltage range, please refer to the product precautions or call Printon Aftersales Service Centre, if the toner comes off the printed contents, or the equipment starts slowly;

**23.** This product is sold as a complete machine. The consumers can go to Printon Aftersales Service Centre to purchase parts they need. If the product sold is inconsistent with the package list, please go to the specified Aftersales Service Centre to solve the problem;

**24.** Install this product in a place with the temperature between 10°C and 32.5°C and the relative humidity between 20% and 80%;

**25.** For security and other reasons the printer may switch to intermittent printing after a certain amount of continuous printing.

**26.** This device complies with Industry Canada license-exempt RSS standard(s). Operation is subject to the following two conditions:

(1) this device may not cause interference, and

(2) this device must accept any interference, including interference that may cause undesired operation of the device.

**27. IC Radiation Exposure Statement:**

This equipment complies with Canada and FCC radiation exposure limits set forth for uncontrolled environments. This equipment should be installed and operated with a minimum distance of 20cm between the radiator and your body.

This transmitter must not be co-located or operating in conjunction with any other antenna or transmitter.

**28.** This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These 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 the dealer or an experienced radio/TV technician for help.

**29.** Changes or modification not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

**30.** The power consumption of the product is 3.137W in networked standby if all wired network ports are connected and all wireless network ports are activated;

**31.** Shielded cables must be used with this unit to ensure compliance with the Class B FCC limits.

**32.** This Class B digital apparatus complies with Canadian ICES-003.

**33.** This equipment complies with Part 68 of the FCC rules and the requirements adopted by the ACTA. On the back of this equipment is a label that contains, among other information, a product identifier in the format US: VFCFA00B66. If requested, this number must be provided to the telephone company. This equipment uses the following USOC jacks: RJ-11, RJ-45, USB jacks and power jacks.

#### **34. REN (RINGER EQUIVALENT NUMBERS) STATEMENT**

Notice: The Ringer Equivalence Number (REN: 0.01B) assigned to each terminal device provides an indication of the maximum number of terminals allowed to be connected to a telephone interface. The termination on 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 5.

#### **35. ATTACHMENT LIMITATIONS STATEMENT**

Notice: This equipment meets telecommunications network protective, operational and safety requirements as prescribed in the appropriate Terminal Equipment Technical Requirements document(s). This is confirmed by marking the equipment with the Industry Canada certification number. The Department does not guarantee the equipment will operate to the user's satisfaction. Before installing this equipment, users should ensure that it is permissible to be connected to the facilities of the local telecommunications company. The equipment must also be installed using an acceptable method of connection. The customer should be aware that compliance with the above conditions may not prevent degradation of service in some situations. Repairs to certified equipment should be coordinated by a representative designated by the supplier. Any repairs or alterations made by the user to this equipment, or equipment malfunctions, may give the telecommunications company cause to request the user to disconnect the equipment.

Users should ensure for their own protection that the electrical ground connections of the power utility, telephone lines and internal metallic water pipe system, if present, are connected together.

This precaution may be particularly important in rural areas.

Caution: Users should not attempt to make such connections themselves, but should contact the appropriate electric inspection authority, or electrician, as appropriate.

**36.** This product meets the applicable Industry Canada technical specifications.

**37.** Please keep this User Guide properly.

# Legal Information



This symbol indicates that, at the end of your product's life, it must not be discarded as domestic waste. Instead, you should dispose of your used equipment at a designated collection point for the recycling of waste electrical and electronic equipment. Ref: EU Directive 2002/96/EC on Waste Electrical and Electronic Equipment (WEEE). Please contact your distributor / supplier for further information.



This product is suitable for indoor use only.

European Community (EC) directives conformity



This product complies with the protection requirements of EC directives 2014/30/EU and 2014/35/EU 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.

The manufacturer of this product is: WALTON Digi-Tech Industries Ltd.

A declaration of conformity to the requirements of the Directives is available upon request from the Authorized Representative.

This product satisfies the Class B limits of EN 55032 and safety requirements of EN 60950.



This printer is fully compliant with the ROHS Directive 2009/95/EC and the requirements of the revised Directive 2011/65/EU for managing toxic and hazardous substances.



A battery is built in the product with the faxing feature. When the product battery is scraped, it should never be disposed with other household waste. In order to protect the natural resources and promote the reuse of materials, please separate the battery from other types of waste, and deliver it to your local battery recycling systems for recycling.

Warning: 1. The battery of this product is non-rechargeable, and it should never be dismantled, crushed, heated or burned. Improper replacement operations may cause fire and burns; 2. The battery should be placed beyond the reach of children to prevent them swallowing.



To protect natural resources and promote the utilization of materials, please separate the battery from other types of waste for recycle by your local battery recovery system.

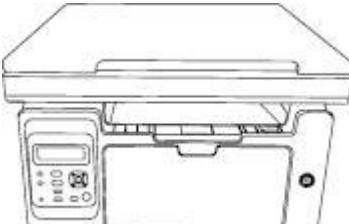
Warning: 1. The battery of this product is non-rechargeable, and it should never be dismantled, crushed, heated or burned. Improper replacement operations may cause fire and burns; 2. The battery should be placed beyond the reach of children to prevent them swallowing.

SVHC (Substances of Very High Concern) content stated in REACH Regulation: Battery built in the equipment with faxing feature contains SVHC including: 1,2-dimethoxyethane; ethylene glycol dimethyl ether (EGDME) with concentration of 0.707%.

# 1. Before Using the Printer

## 1.1. Introduction of Models

This product has the following configurations:

<b>Model Name</b>	<b>PMF22</b>
Picture	
Basic Functions	Print, Copy, Scan
Basic Models	USB Model, NET Model, Wi-Fi Model
Basic Specifications	<ul style="list-style-type: none"><li>The maximum print speed of A4 paper is 20/22ppm, and that of letter paper is 21/23ppm.</li><li>The maximum volume of feeder tray is 150 pages and the maximum volume of output tray is 100 pages.</li><li>Support full-color scanning.</li><li>Support the function of scanning to email.</li></ul>

## 1.2. Supplied Accessories

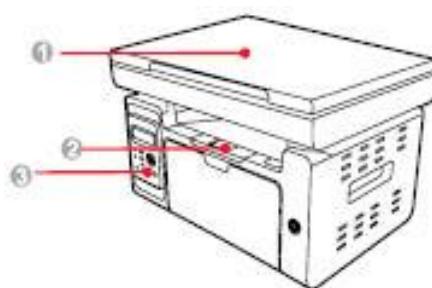
USB Interface Cable	
Power Cord	
CD-ROM	
Quick Setup Guide	
Printon Warranty	

## 1.3. Product View

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### Side view (1)

Picture



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1

Cover

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2

Output Bin

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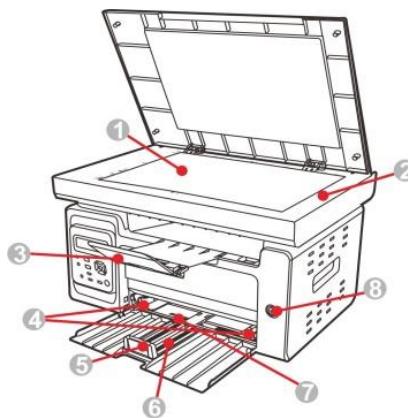
3

Control Panel

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### Side view (2)

Picture



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1

Glass Platen

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2

Scanning Platform

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3

Output Tray

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4

Automatic Feed Paper Deflector

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5

Paper Stop

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6

Feeder Tray

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7

Automatic Feeder Tray

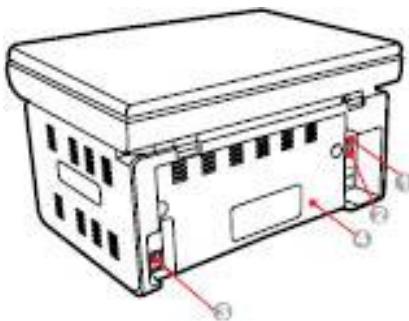
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8

Power switch

## Rear View

Picture



1

USB Interface

2

Network Interface

3

Power Interface

4

Rear Cover

## 1.4. Laser Toner Cartridge

### Service Life of the Laser Toner Cartridge



Type

Average Print Volume

Laser Toner  
Cartridge with  
Standard Capacity

About 1600 Pages

(The above data is based on ISO/IEC 19752 standard)



Note:

- Consumable's capacity may vary with different using types.
- It's not recommend using consumables other than the original Printon consumables.
- Any damages caused by using non-Printon original consumables are not covered by the Warranty.

## 1.5. Easily-Refilled Laser Toner Cartridge

### 1.5.1 Structure of Easily-Refilled Laser Cartridge



No.

Name

1

Waste Toner Port

2

Toner Refilling Port

3

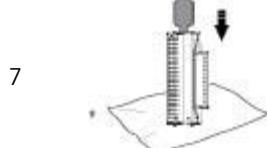
Waste Toner Box

4

Toner Box

### 1.5.2. Steps of Filling the Easily-Refilled Laser Cartridge

Steps	Diagram	Description
1		Hold the laser toner cartridge with the toner port side down and shake it vertically around 5-6 times.
2		Open the cover of the waste toner port.
3		Pour out the waste toner from the waste toner box.
4		Close the cover of the waste toner port.
5		Open the cover of the toner refilling port.
6		Align the mouth of the toner bottle to the toner refilling port.



7 Pour the toner into the toner box.

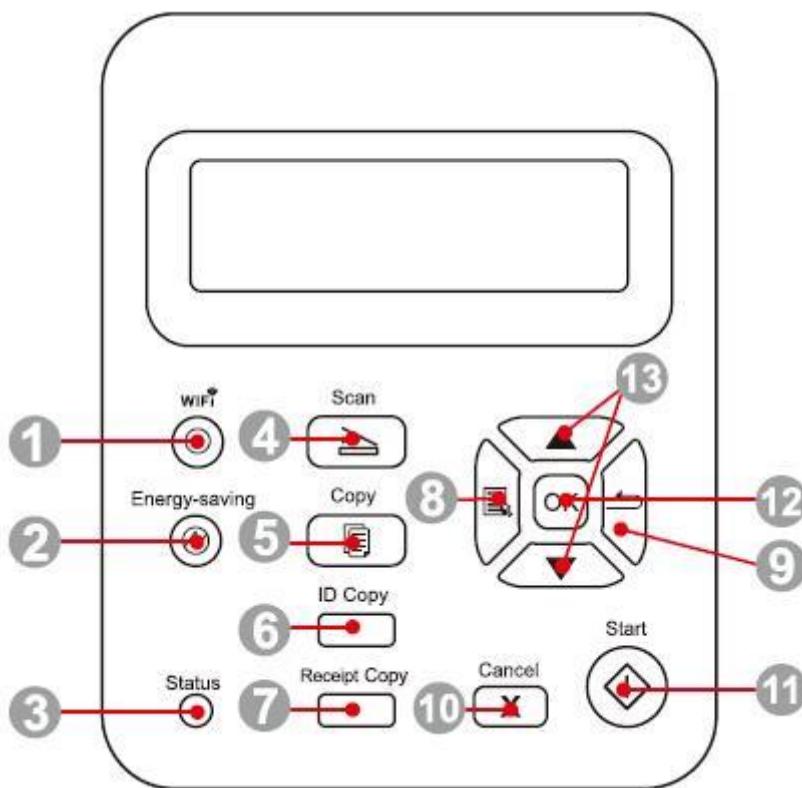


8 Close the cover of the toner refilling port.



9 The toner refilling is completed.

## 1.6. Control Panel



Short press Wi-Fi button to turn on direct Wi-Fi connection of the printer and automatically print out "Mobile Device Wi-Fi Connection Wizard" page (for models with Wi-Fi function only).

1 Wi-Fi button Long press Wi-Fi button for over 2s to start WPS when Wi-Fi is not connected or to disconnect Wi-Fi when it has already been connected (for models with Wi-Fi function only).

Open save toner function (applicable to non-Wi-Fi model only).

2 Power Saving/Wake-up Button Press this button to switch to power saving status or wake the machine from power saving status

This light indicates the ready, alarm and other status of the printer

3 Status Light  
Green light: Normal  
Orange light: Warning  
Red Light: Error

4 Scan Button Press this button to enter into scan mode

5	Copy Button	Press this button to enter into copy mode
6	ID Card Copy Button	Press this button to enter into ID Card Copy mode
7	Bill Copy Button	Press this button to enter into Bill Copy mode
8	Menu Button	Press this button to access the menu options to make the settings
9	Back Button	Press this button to go back to the upper-level page
10	Cancel Button	Press this button to cancel the operation
11	Start Button	Press this button to start the corresponding operation after the operation setting
12	OK Button	Press this button to save the setting
13	"▲" and "▼"	Press these two buttons to browse each menu and its options

## 2. Paper and Print Media

### 2.1. Paper Specification

Media Type	Plain paper, thick paper, transparent film, carton paper, label paper, envelope, thin paper
Media size	A4, A5, A6, JIS B5, ISO B5, B6, Letter, Legal, Executive, Statement, Monarch envelope, DL envelope, C5 envelope, C6 envelope, NO.10 envelope, Japanese Postcard, Folio, Oficio, Big 16k, 32k, 16k, Big 32k, ZL, Yougata4, Postcard, Younaga3, Nagagata3, Yougata2, Custom
<b>PMF22</b>	Media weight
	60~163g/m <sup>2</sup>
Feeder tray volume	150 pages
Output tray volume	100 pages

-  **Note:**
- It is recommended to use the standard paper and recycled paper for the printer.
  - It is not recommended to use special paper extensively, which may affect the service life of the printer.
  - The print media that does not meet the guidelines listed in this User Guide may result in poor print quality, increased paper jam and excessive wear of the printer.
  - Properties such as weight, composition, texture and humidity are important factors affecting the printer performance and output quality.
  - Please note the following matters when selecting the print media:

- 
1. Desired print effect: The print media selected should meet the requirement of the print tasks.
  2. Surface smoothness: The smoothness of the print media may affect the sharpness of the print outcome.
  3. Some print media may meet all the use guidelines contained herein, but they still cannot bring satisfactory effect. This may be due to incorrect operation, inappropriate temperature and humidity, or other factors beyond the control of Printon. Before purchasing large quantities of print media, make sure that the print media meets the specifications specified in this User Guide.
  4. Using print media that does not meet these specifications may cause damage to the printer.
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## 2.2. Special Paper

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This printer supports using the special paper for printing. Special paper includes: label paper, envelope, transparent film, thick paper, thin paper, etc.



- Note:**
- When using special paper or print media, be sure to select matched print type and size in the print settings so as to get the best print effect.
  - When using special media to print, it is recommended to load one piece of paper at one time.
- 

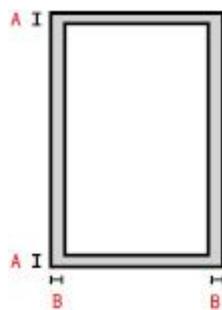
Please observe the following standards:

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<b>Types of Print Media</b>	<b>Correct Practices</b>	<b>Incorrect Practices</b>
Label Paper	<p>Use labels with no exposed lining paper only.</p> <p>Labels shall be put flat when using.</p> <p>Use labels of full sheet only.</p> <p>There is no guarantee that all the labels in the market can meet corresponding requirements.</p>	<p>Use wrinkled, blistered or damaged label papers.</p>
Envelope	<p>Envelopes should be loaded evenly.</p>	<p>Use wrinkled, nicked, stuck or damaged envelopes.</p> <p>Use envelopes with clips, snaps, windows, or coated linings.</p> <p>Use envelopes with self-adhesive stickers or other synthetic materials.</p>
Transparent Film	<p>Only use transparent films approved for use in laser printers.</p>	<p>Use transparent print media that is not suitable for laser printers.</p>
Thick Paper	<p>Only use heavy paper that is approved for use in laser printers and meets the weight specifications of this printer.</p>	<p>Use the paper whose weight is more than the specification of the media recommended for this printer, unless the paper is approved for use in this printer.</p>

## 2.3. Non-printing Area and Non-scanning Area

The shaded part indicates the non-printing area and non-scanning area.

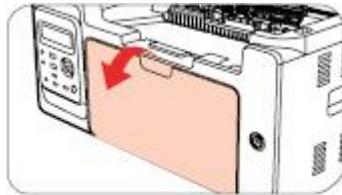


Usage	Paper Size	Top and Bottom Margins (A)	Left and Right Margins (B)
Print	A4	5 mm (0.197 inch)	5 mm (0.197 inch)
	Letter	5 mm (0.197 inch)	5 mm (0.197 inch)
Copy	A4	5 mm (0.197 inch)	5 mm (0.197 inch)
	Letter	5 mm (0.197 inch)	5 mm (0.197 inch)
Scan	A4	5 mm (0.197 inch)	5 mm (0.197 inch)
	Letter	5 mm (0.197 inch)	5 mm (0.197 inch)

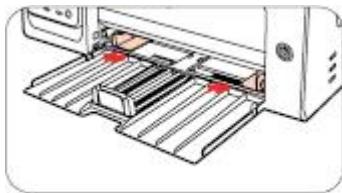
## 2.4. Load the Paper

Steps are as follows:

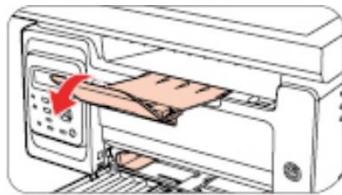
a) Open the feeder tray.



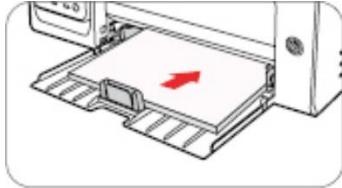
b) Slide the automatic feed guides to match both sides of the paper.



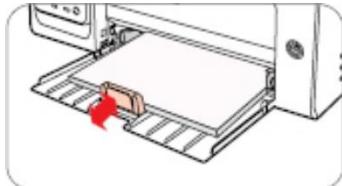
c) Raise the output tray to avoid the paper from slipping and falling.



d) Load the paper into the automatic feeder tray with the print-side up.



e) Adjust the paper stop to match the paper size.



 **Note:** • If the paper loaded into the automatic feeder tray at one time exceeds 150 pages, paper will jam or cannot be fed in.

- When using the printed paper, please make the side to be printed (the blank side) up.
- When printing on A5 paper, it is recommended that the paper is fed in landscape orientation, which can extend the service life of the laser toner cartridge.

 **Warning**



After printing, please immediately remove the paper, envelopes or transparent film paper. Stacking paper or envelopes may cause a paper jam or the paper curling.

## **2.5. Paper and Manuscript Use Process**

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Manuscript requirements:

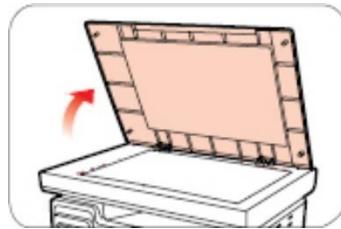
Type	Size
Plain paper, thick paper, transparent film, carton paper, label paper, envelope, thin paper	A4, A5, B5, Letter, Custom

### **2.5.1. Scanning With Tablet**

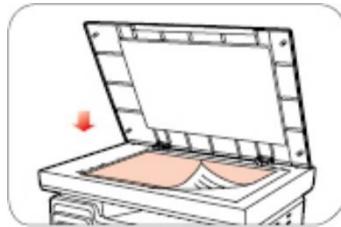
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Steps of Use:

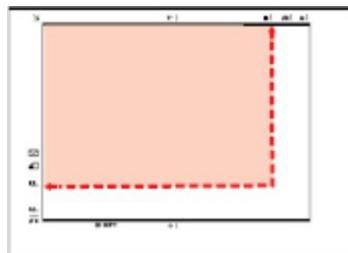
- 1). Raise the cover.



- 2). Load the manuscript face down.



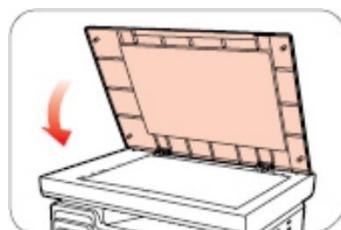
- 3). Align the manuscript to match the appropriate paper size.



 **Note:** •If the manuscript does not match with any size marker, please align the upper-left corner of the manuscript with the arrow.

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- 4). Gently put down the cover.



### 3. Driver installation and uninstallation

#### 3.1. How to install Windows printer driver

Windows driver installation software provides two installing methods: one-click installation and manual installation. We recommend one-click installation, which can help to install driver automatically in a faster and more convenient way. If you have any difficulty in using one-click installation, please try manual installation.

 **Note:** • Driver installation interface may differ because of different models and functions, so the schematic diagram is only for your reference.

##### 3.1.1. One-click Installation

One-click installation provides three methods of installation: connect the printer via USB cable, connect the printer via wired network, and connect the printer via wireless network. You can choose one of them according to your habit.

###### 3.1.1.1. Method I: Connect the printer via USB cable

1. Connect the printer to computer via USB cable, power the printer and computer on.

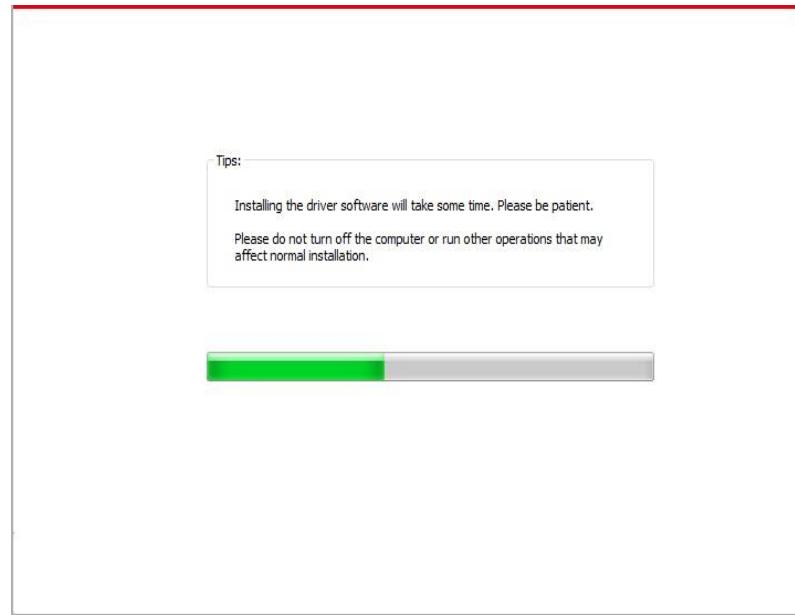
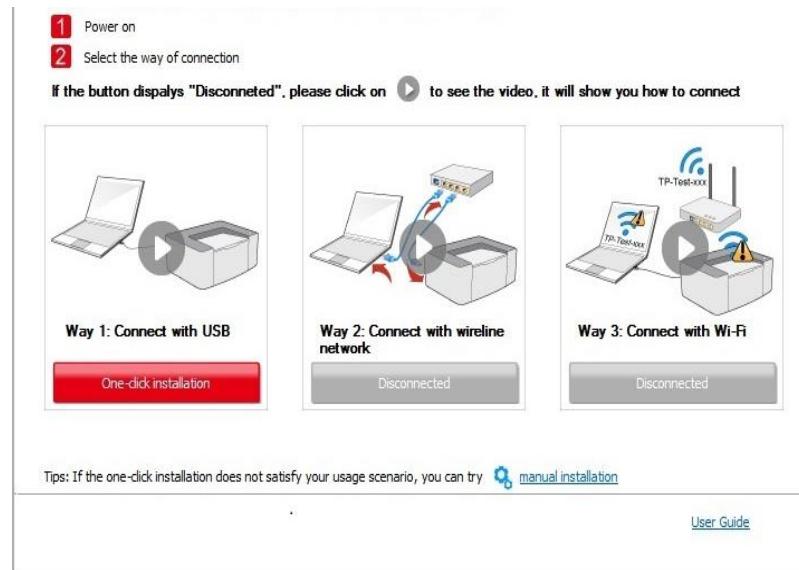
2. Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

3. Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

4. Click on the "One-click installation" button in Method I and enter into the installation process. The process may need some time, and the duration is related to your computer configuration, please wait patiently.



**5.** After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### 3.1.1.2. Method II: Connect the printer via wired network

**1.** Turn the power of printer and computer on.

**2.** Connect the computer to wired network.

**3.** Connect network cable to the network interface of printer, to make sure the printer is connected to computer network (please refer to [Chapter 4](#) for network setup).

**4.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.

- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

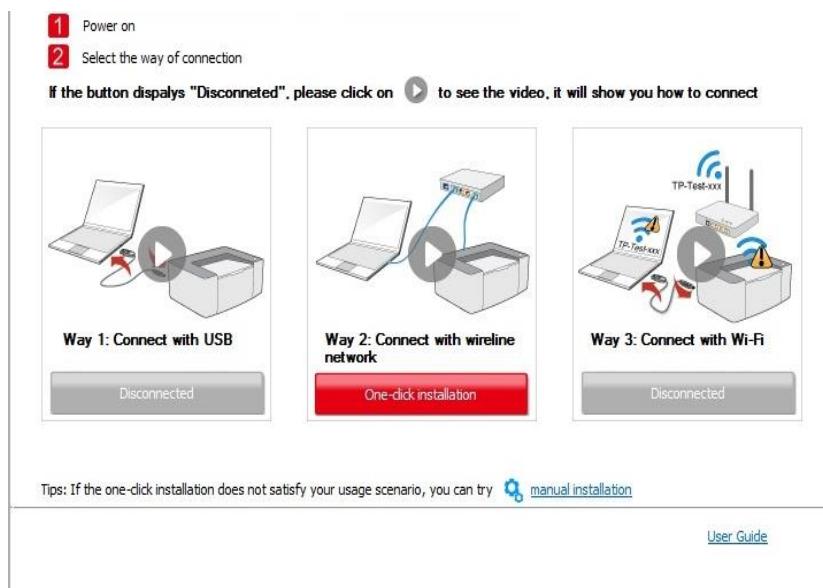
**5.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

**6.** Please click on the "One-click installation" button in Method II and install driver software.

 **Note:** • You can put your mouse cursor in the "One-click installation" button to check the popup information in order to confirm if the current printer is the one you need to install through IP address before you click the button.

• You can check the printer IP address through "Network configuration page" (Please see [Chapter 7.2](#) for how to print)

- Click on the "One-click installation" button to enter installation process if your software has searched only one printer. The process may need some time, and the duration is related to your computer configuration. Please wait patiently.



Tips:

Installing the driver software will take some time. Please be patient.

Please do not turn off the computer or run other operations that may affect normal installation.



- If your software has searched several printers, click on the "One-click installation" button, and the printer list interface will pop up. Please select the printer that you need according to your printer wired network IP address or host ID.

1 Power on

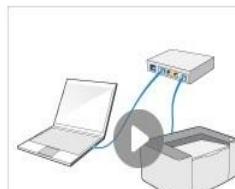
2 Select the way of connection

If the button displays "Disconnected", please click on to see the video, it will show you how to connect



Way 1: Connect with USB

Disconnected



Way 2: Connect with wireline network

One-click installation



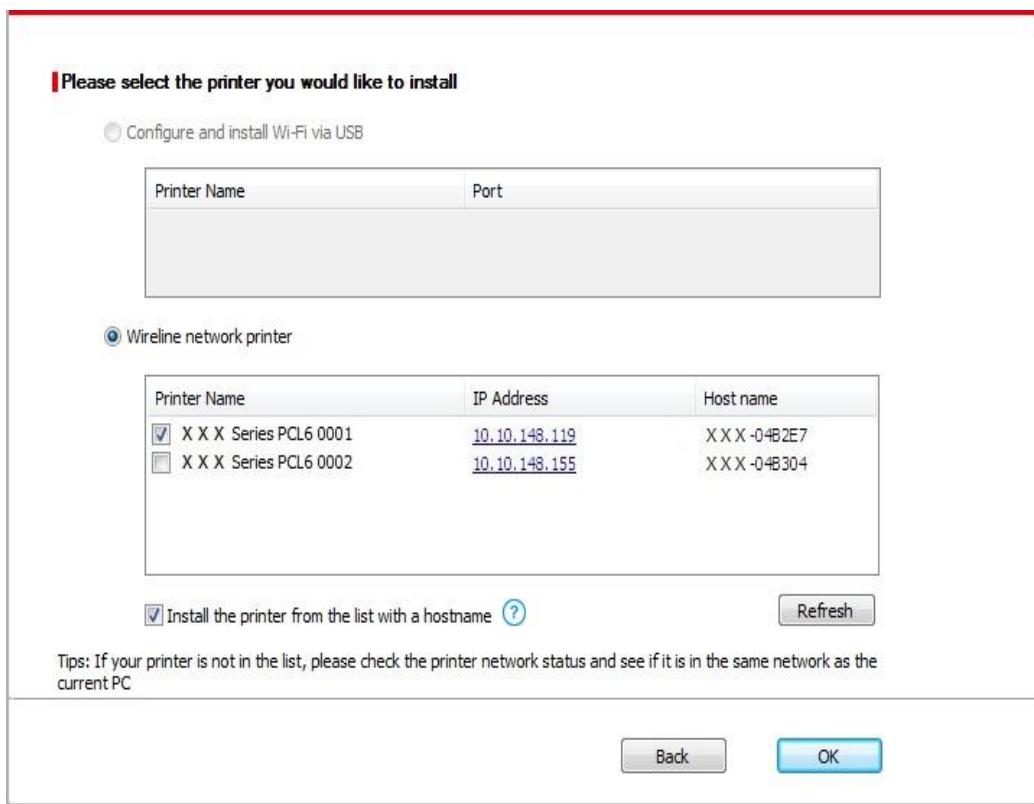
Way 3: Connect with Wi-Fi

Disconnected

Tips: If the one-click installation does not satisfy your usage scenario, you can try manual installation

[User Guide](#)





 **Note:** • If the printer you need is not shown in the list, please click "Refresh" button to search again. If it is not found, please check if the printer and computer are in the same network. (Please see [Chapter 5.3](#) for how to check).

- When the printer IP address changes under printer driver installed with host ID , you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".

7. After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### 3.1.1.3. Method III: Connect the printer via wireless network

Please check if the printer is connected with wireless network when installing the printer driver software. If disconnected, please install it with reference to [Chapter 3.1.1.3.1](#). If connected, please install it with reference to [Chapter 3.1.1.3.2](#).

 **Note:** • You can print "Network configuration page" to confirm printer network connection status to see if printer is connected with network (Please see [Chapter 7.2](#) for how to print).

#### 3.1.1.3.1. The printer is not connected with wireless network

##### 3.1.1.3.1.1. Configure wireless network via USB cable and install driver

Since some computers are not provided with wireless network function, this section is divided into "Connect computer to router via Wi-Fi" and "Connect computer to router via wired connection" to introduce installation process.

##### I. Connect computer to router via Wi-Fi

1. Computer is already connected to router via Wi-Fi.
2. Connect the printer to computer via USB cable, then power the printer on.
3. Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

**4.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

**5.** Click the "One-click installation" button in Method III to install driver software.

 **Note:** • You can put your mouse cursor in the "One-click installation" button to check the popup information in order to confirm if the current printer is the one you need to install through IP address before you click the button.

• You can check the printer IP address through "Network configuration page" (Please see [Chapter 7.2](#) for how to print)

- Click "One-click installation" button if your software has searched only one printer, and enter into installation process to complete automatic network configuration and driver installation.

1 Power on  
2 Select the way of connection

If the button displays "Disconnected", please click on  to see the video, it will show you how to connect



**Way 1: Connect with USB**





**Way 2: Connect with wireline network**





**Way 3: Connect with Wi-Fi**



Tips: If the one-click installation does not satisfy your usage scenario, you can try  [manual installation](#)

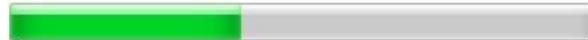
[User Guide](#)



Tips:

Installing the driver software will take some time. Please be patient.

Please do not turn off the computer or run other operations that may affect normal installation.



- If your software has searched several printers, click "One-click intallation" button, and the printer list interface will pop up. Please select "Configure printer with Wi-Fi via USB and install" and select USB printer, click "Confirm" button and enter into installation process to complete automatic network configuration and driver installation.

1 Power on

2 Select the way of connection

If the button displays "Disconnected", please click on to see the video, it will show you how to connect



Way 1: Connect with USB

One-click installation



Way 2: Connect with wireline network

Disconnected



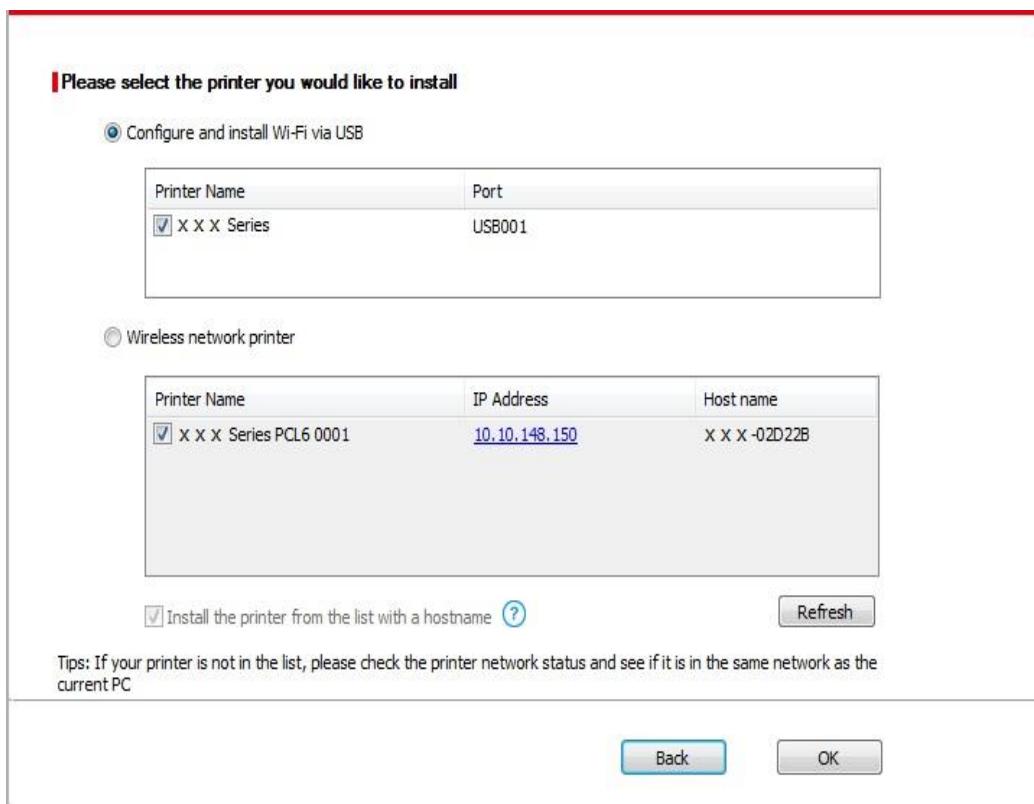
Way 3: Connect with Wi-Fi

One-click installation

Tips: If the one-click installation does not satisfy your usage scenario, you can try manual installation

[User Guide](#)





 **Note:** • When the printer IP address changes under printer driver installed with host ID , you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".

6. After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

## II. Connect computer to router via network cable

1. Connect computer to router via network cable.
2. Connect the printer to computer via USB cable, then power the printer on.
3. Place the attached installation CD in the computer CD-ROM:
  - Windows XP system: automatically run the installation procedure.
  - Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
  - Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
  - Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

4. Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.
5. Please click on the "One-click installation" button in Method III and install driver software.



**Note:** • You can put your mouse cursor in the "One-click installation" button to check the popup information in order to confirm if the current printer is the one you need to install through IP address before you click the button.

- You can check the printer IP address through "Network configuration page" (Please see [Chapter 7.2](#) for how to print).

• Click on the "One-click installation" button if your software has only searched only one printer, and the wireless network configuration interface will pop up, input the SSID and password that you need, then click "Confirm" button, and enter into installation process. The process may need some time, and the duration is related to your computer configuration, please wait patiently.

1 Power on  
2 Select the way of connection

If the button displays "Disconnected", please click on to see the video, it will show you how to connect

Way 1: Connect with USB      Way 2: Connect with wireline network      Way 3: Connect with Wi-Fi

**One-click installation**      **Disconnected**      **One-click installation**

Tips: If the one-click installation does not satisfy your usage scenario, you can try [manual installation](#)

[User Guide](#)



1. Please click on "Printing wireless network information page" to get the network name and encryption method. Please skip this step if you already know the network name and encryption method.

[Printing wireless network information page](#)

2. Please enter wireless network user name and password.

Network Name(SSID):  
Test-AP2

Encryption method:  
WPA/WPA2

Password:  
\*\*\*\*\*

Show password:

**Back**      **OK**

- If your software has searched more than one printers, the printer list interface will pop up. You need to configure the current printer which is connected via USB cable to wireless network and install driver. Please select "Configure the print via USB and install" on the printer list interface and check the USB printer option. Click the "Confirm" button, and the wireless network configuration interface will pop up. Input the wireless SSID and password that you need, then click "Confirm" button, and enter into installation process. The process may need some time, and the duration is related to your computer configuration, please wait patiently.

**1 Power on**  
**2 Select the way of connection**

If the button displays "Disconnected", please click on to see the video, it will show you how to connect

**Way 1: Connect with USB**

**One-click installation**

**Way 2: Connect with wireline network**

**Disconnected**

**Way 3: Connect with Wi-Fi**

**One-click installation**

Tips: If the one-click installation does not satisfy your usage scenario, you can try [manual installation](#)

[User Guide](#)



**Please select the printer you would like to install**

Configure and install Wi-Fi via USB

Printer Name	Port
<input checked="" type="checkbox"/> X X X Series	USB001

Wireless network printer

Printer Name	IP Address	Host name
<input checked="" type="checkbox"/> X X X Series PCL6 0001	<a href="#">10.10.148.150</a>	X X X -02D22B

Install the printer from the list with a hostname

[Refresh](#)

Tips: If your printer is not in the list, please check the printer network status and see if it is in the same network as the current PC

[Back](#) [OK](#)



1. Please click on "Printing wireless network information page" to get the network name and encryption method. Please skip this step if you already know the network name and encryption method.

[Printing wireless network information page](#)

2. Please enter wireless network user name and password.

Network Name(SSID):  
Test-AP2

Encryption method:  
WPA/WPA2

Password:  
\*\*\*\*\*

Show password:

Back      OK

 **Note:** • When the printer IP address changes under printer driver installed with host ID, you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".

**6.** After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### **3.1.1.3.1.2. Connect PC to printer via Wi-Fi hotspot and install the driver**

Connect the computer to printer via Wi-Fi hotspot that applicable to wireless network without infrastructure mode. But it needs scenario of temporary use of printer via wireless network. You can connect the computer which equipped with wireless function to printer to realize printing function.

**1.** Turn the power of printer and computer on.

**2.** Connect computer to the Wi-Fi Direct network of the printer (please refer to [Chapter 5.2.2](#) for setup method).

**3.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.

- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.

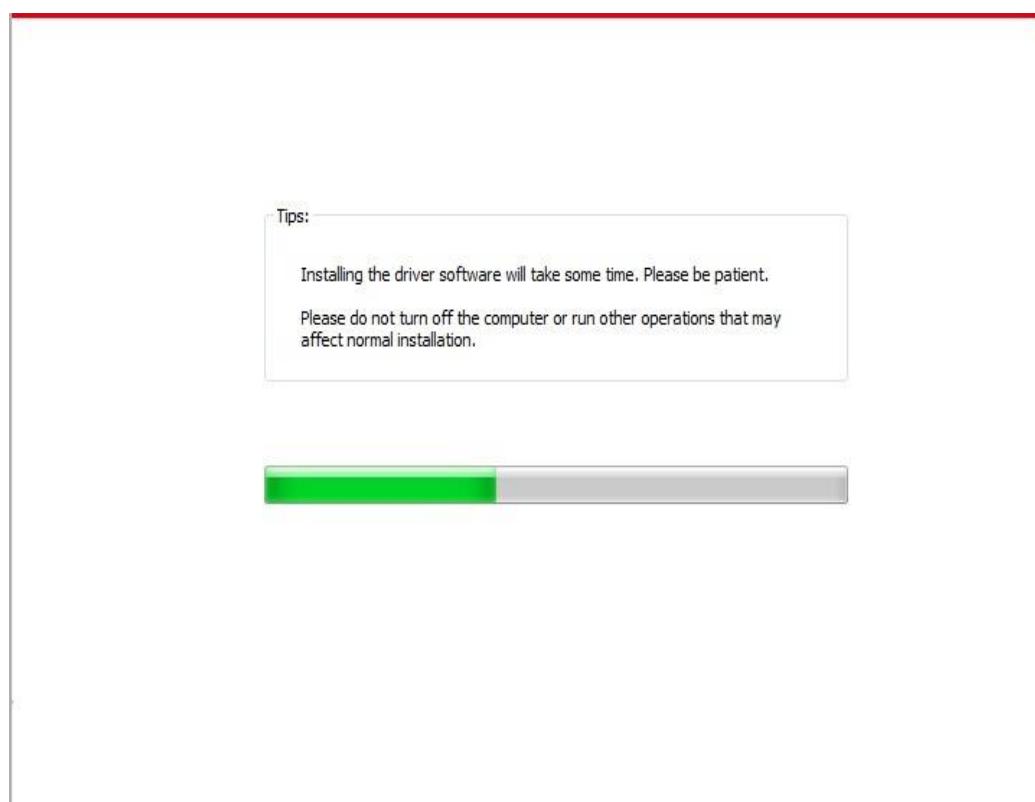
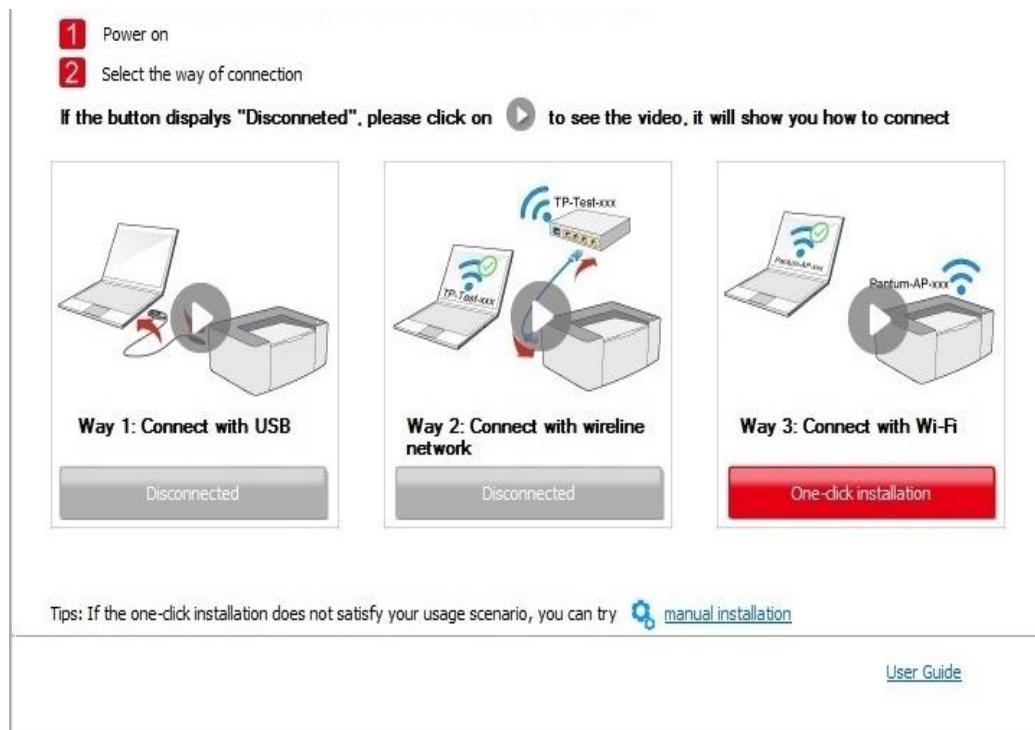
- Windows 8 system: When the " DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.

- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

**4.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

**5.** Click on the "One-click installation" button in Method III, and enter into installation process. The process may need some time, and the duration is related to your computer configuration, please wait patiently.



**6.** After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### **3.1.1.3.2. The printer is already connected to wireless network**

---

**1.** The printer is already connected to wireless network, you can print the "Network configuration page" to check.(See [Chapter 7.2](#) for how to print).

**2.** Connect the computer to printer network.

**3.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the " DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

---

**4.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

**5.** Click the "One-click installation" button in Method III to install driver software.

 **Note:** • You can put your mouse cursor in the "One-click installation" button to check the popup information in order to confirm if the current printer is the one you need to install through IP address before you click the button.  
• You can check the printer IP address through "Network configuration page" (Please see [Chapter 7.2](#) for how to print)  
  
• Click on the "One-click installation" button to enter installation process if your software has searched only one printer. The process may need some time, and the duration is related to your computer configuration. Please wait patiently.

---

1 Power on

2 Select the way of connection

If the button displays "Disconnected", please click on  to see the video, it will show you how to connect



Way 1: Connect with USB

Disconnected



Way 2: Connect with wireline network

Disconnected



Way 3: Connect with Wi-Fi

One-click installation

Tips: If the one-click installation does not satisfy your usage scenario, you can try  [manual installation](#)

[User Guide](#)



Tips:

Installing the driver software will take some time. Please be patient.

Please do not turn off the computer or run other operations that may affect normal installation.



- If the software has searched several printers, the printer list interface will pop up. Please select the printer you need according to your printer wired network IP address or host ID.

- 1** Power on
- 2** Select the way of connection

If the button displays "Disconnected", please click on  to see the video, it will show you how to connect



Tips: If the one-click installation does not satisfy your usage scenario, you can try  [manual installation](#)

[User Guide](#)



#### Please select the printer you would like to install

Configure and install Wi-Fi via USB

Printer Name	Port
<input type="text"/>	

Wireless network printer

Printer Name	IP Address	Host name
<input checked="" type="checkbox"/> X X X Series PCL6 0001	<a href="#">10.10.148.150</a>	X X X -02D22B
<input type="checkbox"/> X X X Series PCL6 0002	<a href="#">10.10.148.152</a>	X X X -02D84A

Install the printer from the list with a hostname 

Tips: If your printer is not in the list, please check the printer network status and see if it is in the same network as the current PC



**Note:** • If the printer you need is not shown in the list, please click "Refresh" button to search again. If it is not found, please check if the printer and computer are in the same network. (Please see [Chapter 5.3](#) for how to check).

- When the printer IP address changes under printer driver installed with host ID, you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".

6. After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### 3.1.2. Manual installation

Before installing the drive, you need to learn about printer model by printing printer information page out and check the product name (please refer to [Chapter 7.2](#) for printing methods).

#### 3.1.2.1. Installation via USB connection

**1.** Connect the printer to computer via USB cable, power the printer and computer on.

**2.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the " DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

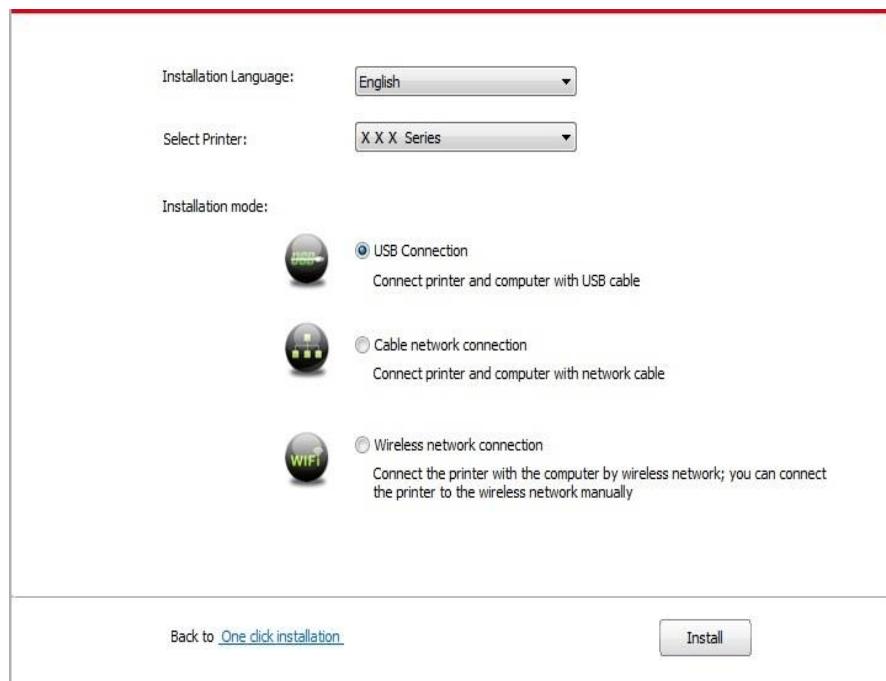
 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

**3.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

**4.** Click on the "Manual installation" at the bottom of driver installation interface, and enter into manual installation interface.

**5.** Please select installation language and printer model.

**6.** Select "Connect via USB" and click on "Install".



**7.** The software installs the driver automatically and the installation process may need some time. The duration is related to your computer configuration, please wait patiently.

8. After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### 3.1.2.2. Installation via wired network connection

1. Turn the power of printer and computer on.

2. Connect the computer to wired network.

3. Connect network cable to the network interface of printer, to make sure the printer is connected to computer network (please refer to [Chapter 4](#) for network setup).

4. Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

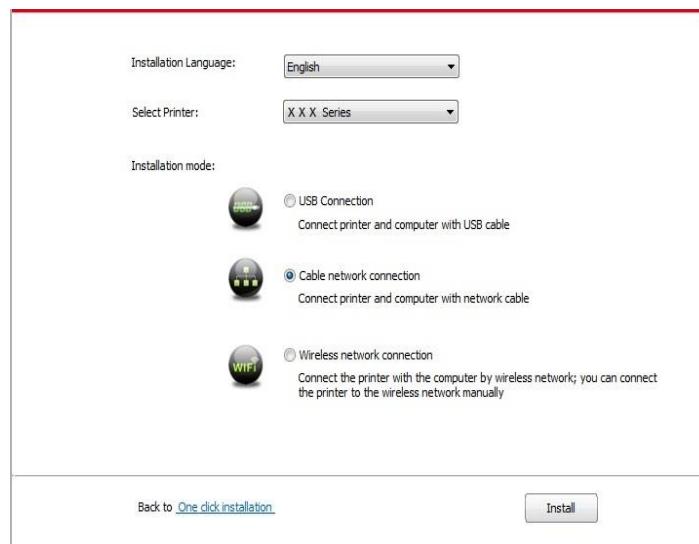
 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

5. Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

6. Click on the "Manual installation" at the bottom of driver installation interface, and enter into manual installation interface.

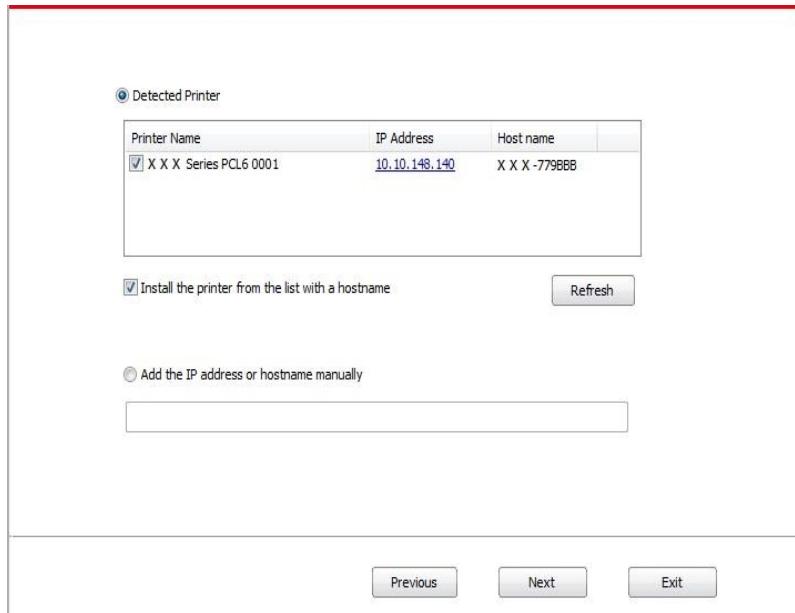
7. Please select installation language and printer model.

8. Select "Wireline network connection" and click on "Install".



9. The installation software will search the printer automatically and the searching process may need some time.

10. After finishing searching, select the printer that needs to be connected and click "Next".



 **Note:** • If the printer you need to connect is not in the list of printers searched, please click "Refresh" to search again.

- When the printer IP address changes under printer driver installed with host ID, you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".
- If IP address or host name is added manually, you need to know the IP address of the printer connected or host name. If they are not made clear, please print the "NetConf Pg" and view "IP Address" and "Host name" (Please refer to [Chapter 7.2](#)).

**11.** The software installs the driver automatically and the installation process may need some time. The duration is related to your computer configuration, please wait patiently.

**12.** After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### **3.1.2.3. Installation by wireless network connection mode**

Wireless network connection type is divided into basic structure mode and Wi-Fi Direct mode (please refer to [Chapter 5](#) for details).

#### **3.1.2.3.1. Installation in basic structure mode**

**1.** Connect computer to access point (wireless router).

**2.** Connect the printer to computer via USB cable, then power the printer on.

**3.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.
- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

**4.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

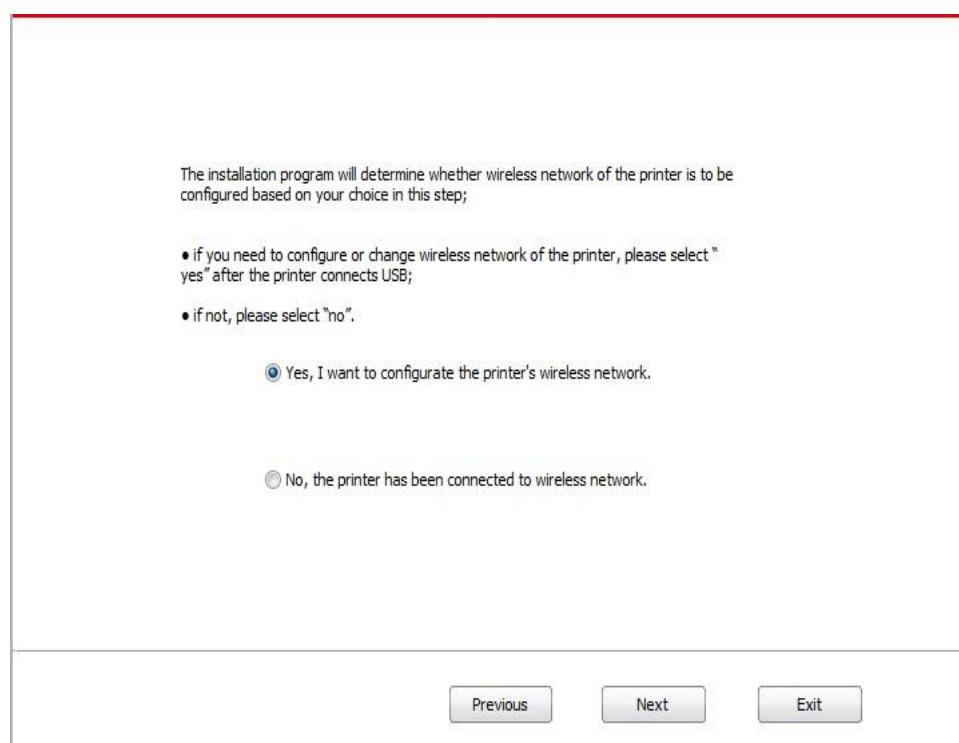
**5.** Click on the "Manual installation" at the bottom of driver installation interface, and enter into manual installation interface.

**6.** Please select installation language and printer model.

**7.** Select "Wireless network connection" and click on "Install".

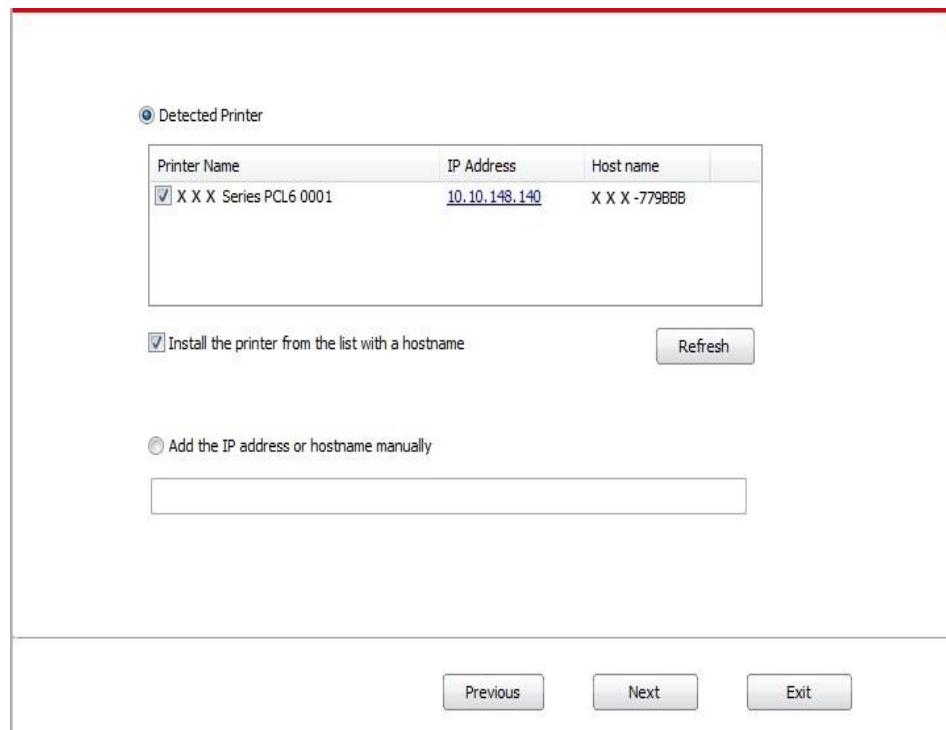


**8.** Select "Yes, I want to configurate the printer's wireless network" on the wireless setup window popped out, and operate according to the prompts to set up the printer to wireless network (please refer to [Chapter 5.1.1](#) for setup method).



**9.** The installation software will search the printer automatically after wireless network is configured successfully. The search process may need some time.

**10.** Select the printer needs to be connected and click "Next".



 **Note:** • If the printer you need to connect is not in the list of printers searched, please click "Refresh" to search again.

- When the printer IP address changes under printer driver installed with host ID , you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".
- If IP address or host name is added manually, you need to know the IP address of the printer connected or host name. If they are not made clear, please print the "NetConf Pg" and view "IP Address" and "Host name" (Please refer to [Chapter 7.2](#)).

**11.** The software installs the driver automatically and the installation process may need some time. The duration is related to your computer configuration, please wait patiently.

**12.** After the installation, click "Print & Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### **3.1.2.3.2. Wi-Fi hotspot mode installation**

**1.** Turn the power of printer and computer on.

**2.** Computer is connected to printer's Wi-Fi hotspot network (refer to [Chapter 5.2.2](#) for how to make configuration).

**3.** Place the attached installation CD in the computer CD-ROM:

- Windows XP system: automatically run the installation procedure.
- Windows 7/Vista/Server 2008 system: Pop up "Autoplay" interface, click "Autorun.exe" to run the installation procedure.
- Windows 8 system: When the " DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the pop-up window, then click "Autorun.exe" to run the installation procedure.

- Windows 10 system: When the "DVD RW driver" window pops up from the right top corner of computer desktop, click anywhere in the window, then click "Autorun.exe" to run the installation procedure.

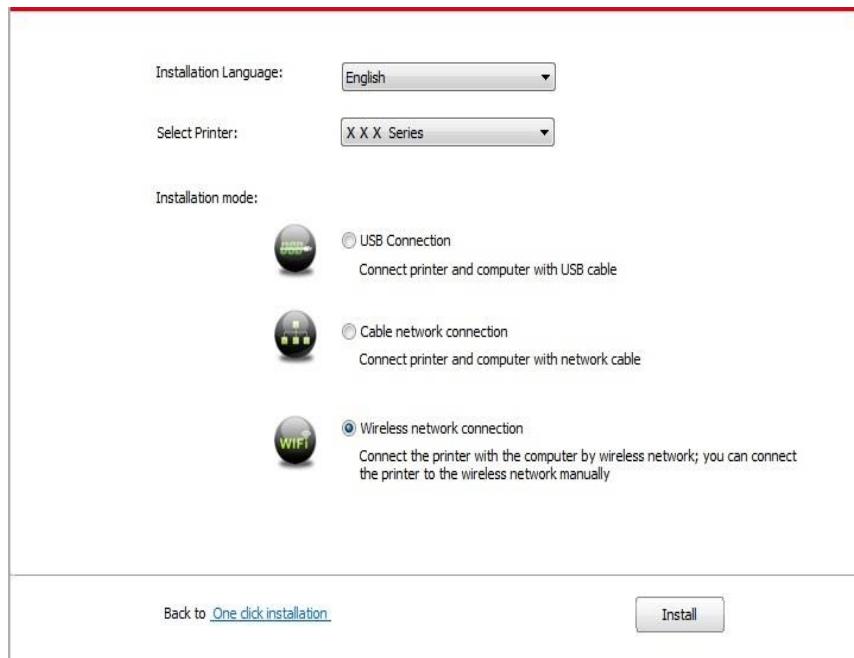
 **Note:** • Some computers may be unable to auto play the CD because of system configuration. Please double click "Computer" icon, find "DVD RW driver", then double click "DVD RW driver" to run the installation procedure.

**4.** Click on the "I agree" button on the right bottom corner after reading the license agreement and enter into driver installation interface.

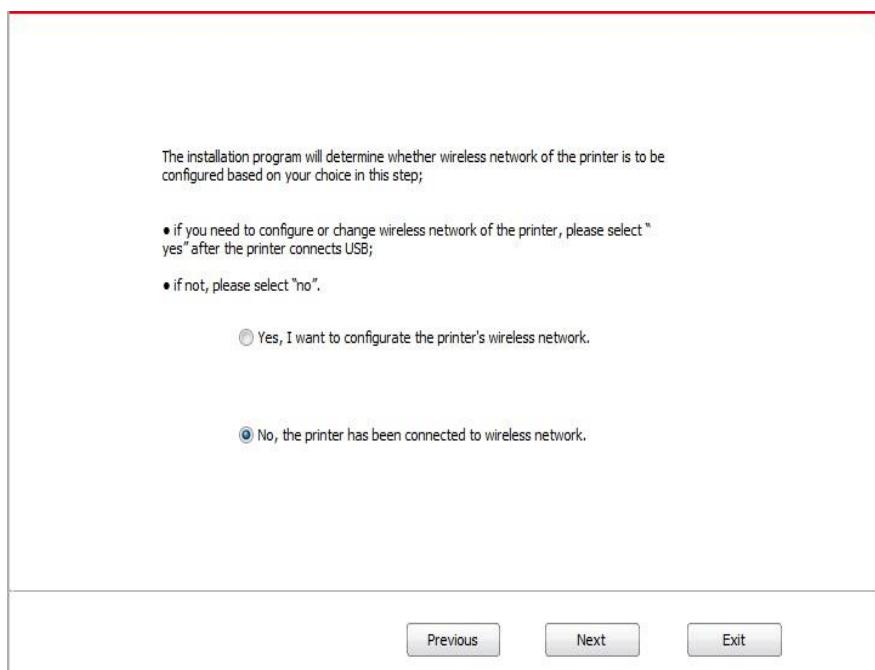
**5.** Click on the "Manual installation" at the bottom of driver installation interface, and enter into manual installation interface.

**6.** Please select installation language and printer model.

**7.** Select "Wireless network connection" and click on "Install".

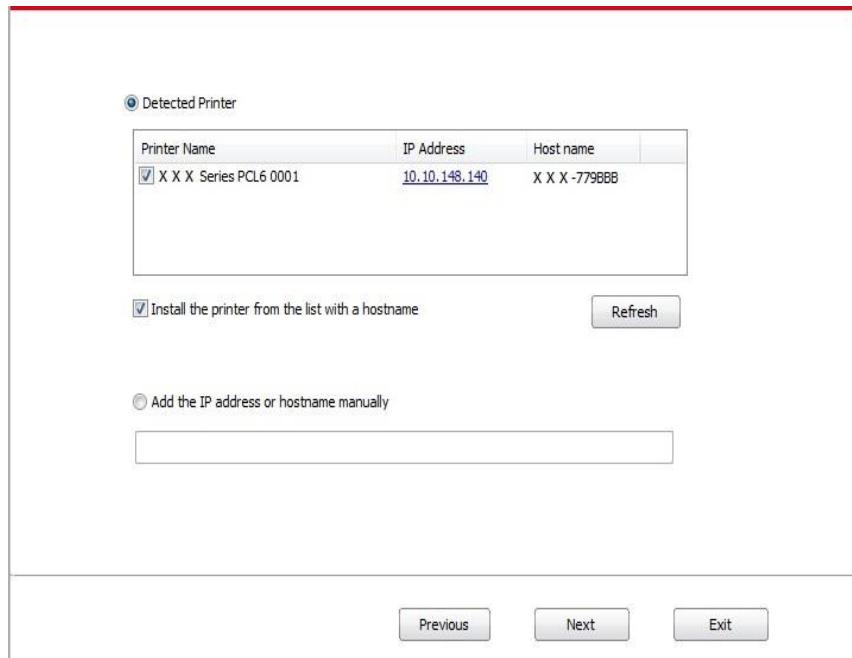


**8.** Select "No, the printer has been connected to wireless network" on the wireless setup window popping out, and then click "Next".



**9.** The installation software will search the printer automatically and the searching process may need some time.

**10.** Select the printer needs to be connected and click "Next".



 **Note:** • If the printer you need to connect is not in the list of printers searched, please click "Refresh" to search again.

- When the printer IP address changes under printer driver installed with host ID , you can also directly print without re-installing the driver. If you need to install the printer driver with the host ID, please check the option "Install the printer in the list with host ID".
- If IP address or host name is added manually, you need to know the IP address of the printer connected or host name. If they are not made clear, please print the "NetConf Pg" and view "IP Address" and "Host name" (Please refer to [Chapter 7.2](#)).

**11.** The software installs the driver automatically and the installation process may need some time. The duration is related to your computer configuration, please wait patiently.

**12.** After the installation, click "Print &Test Page" button. If your printer prints the test page successfully, it means that you have installed the driver correctly.

### **3.1.3. Method of driver uninstallation**

Windows 7 is taken as the example in the following operation. The information on your computer screen may differ because of multiple operating systems.

**1.** Click the Start menu of computer and then click All programs.

**2.** Click Printon, and then Click Printon XXX Series.

Printon XXX Series where XXX represents product model.

**3.** Click uninstall to delete the driver according to instructions on uninstall window.

**4.** Restart computer after finishing unloading.

## 3.2. Mac system driver installation

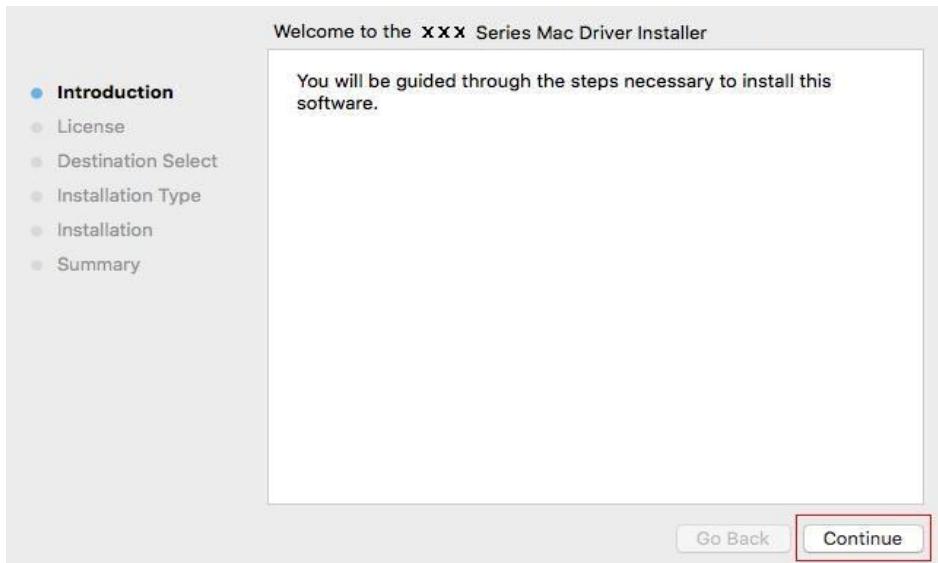
- Driver installation under Mac system is divided into 2 steps, driver installation and adding a printer. If you are going to print in AirPrint mode, there is no need to install a driver and you just need to add a printer directly.
- When you are installing a driver with wired or wireless network, you may need to know the Bonjour name of printer. Please print the "Network setup page" to view it. (Please refer to [Chapter 7.2](#)).

### 3.2.1. Driver installation

Mac 10.11 is taken as the example in the following operation. The information on your computer screen may differ because of multiple operating systems.

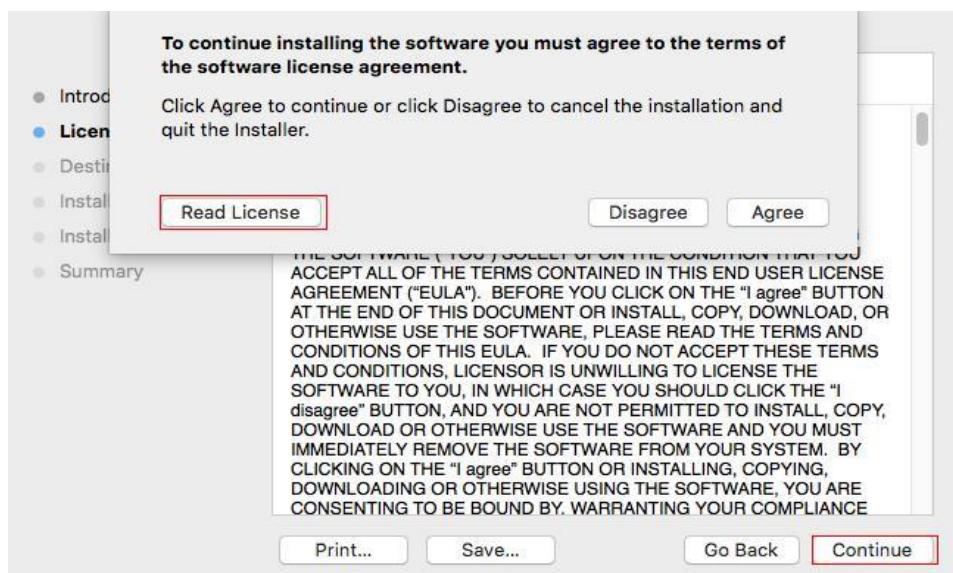
**1.** Turn the power of printer and computer on.

**2.** Insert the CD companying with printer in the CD driver of your computer, and double click Printon XXX Series installation package. (XXX in Printon XXX Series represents product model.)



**3.** Click "Continue".

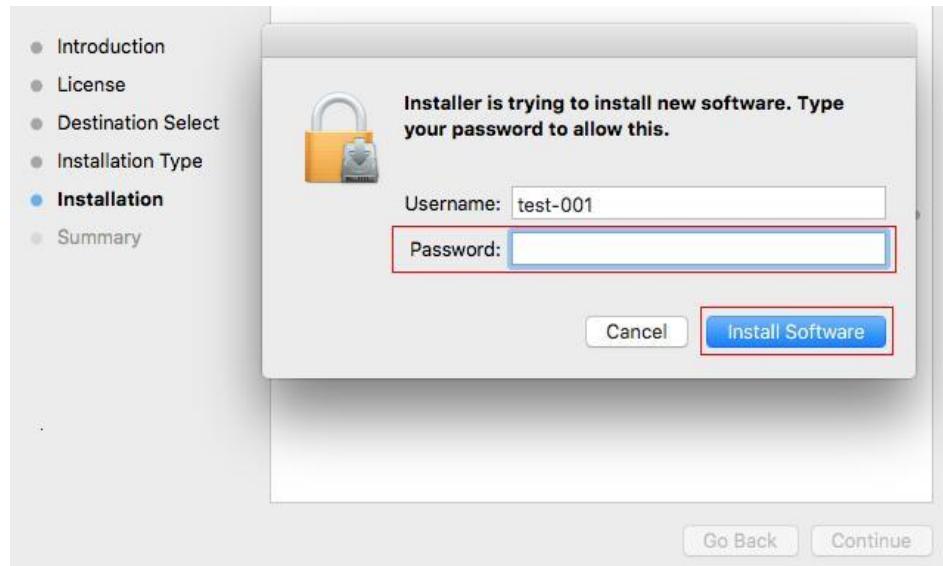
**4.** Read licensing agreement and then click "Continue".



**5.** Click "Agree" on the prompt window popping out to accept the licensing agreement.

**6.** Click "Install".

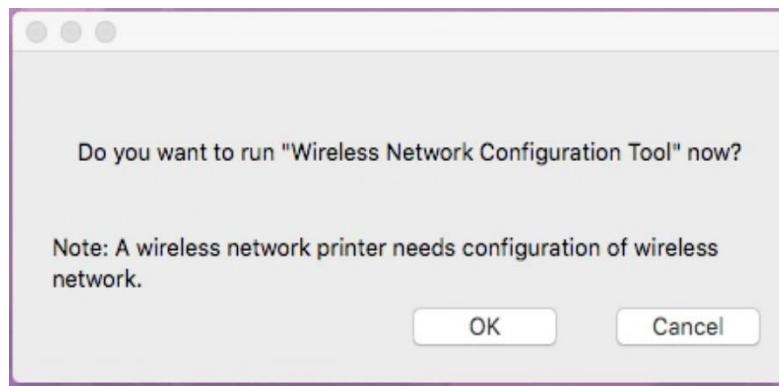
**7.** Input computer password and click "Install Software".



**8.** Click "Continue Installation" on the prompt window popping out.

**9.** The system will finish driver installation automatically.

- If using a USB cable to connect a computer with a Wi-Fi model printer, a wireless network configuration prompt window will pop up during driver installation, as shown in following picture.



- Note:**
- click "Yes", you can configure printer's wireless network via wireless network configuration tool (refer to [Chapter 5.1.1](#) for how to make configuration). When configuration is completed, unplug USB cable, and then on the pop-up "Add Printer" interface, you may add the network-connected printer(refer to [Chapter 3.3](#) for how to add printer).
  - Click "No", you can add a USB-connected printer on the pop-up "Add Printer" interface (refer to [Chapter 3.3](#) for how to add printer).

If using a USB cable to connect a computer with a non-Wi-Fi model printer, a "Add Printer" interface will pop up during the driver installation and you can add a printer here (refer to [Chapter 3.3](#) for how to add printer).

### **3.3. Add printer to Mac system**

#### **3.3.1. Add up the printer via USB**

---

- 1.** Connect the printer to computer with USB cable and then turn power on.
- 2.** Enter the "System Preferences" - "Printers & Scanners" of computer.
- 3.** Click  button to select "Add Printer or Scanner".
- 4.** Select printer and then select the corresponding printer mode from the "Use" menu popping out.
- 5.** Click "Add".

#### **3.3.2. Add up the printer via wireline connection**

---

- 1.** Turn the power of printer and computer on.
- 2.** Connect the computer to wired network.
- 3.** Connect the network cable to the network interface of printer, and make sure the printer is connected to the computer network (Please refer to [Chapter 4](#) for network setup).
- 4.** Enter the "System Preferences" - "Printers & Scanners" of computer.
- 5.** Click  button to select "Add Printer or Scanner".
- 6.** Select printer and then select the corresponding printer mode from the "Use" menu popping out.
- 7.** Click "Add".

#### **3.3.3. Add up the printer via wireless connection**

---

- 1.** Turn the power of printer and computer on.
- 2.** Make sure the wireless network connection between computer and printer is set up.  
 **Note:**
  - In case of basic structure mode, connect wireless network printer to the access point (wireless router). Please refer to [Chapter 5.1](#) for connection method.
  - When using Wi-Fi hotspot mode, wireless client is directly connected with wireless network-enabled printer. Refer to [Chapter 5.2](#) for how to make connection.
- 3.** Enter the "System Preferences" - "Printers & Scanners" of computer.
- 4.** Click  button to select "Add Printer or Scanner".
- 5.** Select printer and then select the corresponding printer mode from the "Use" menu popping out.
- 6.** Click "Add".

# 4. Wired Network Settings (For printer models that support wired network printing)

Printers that support wired network printing can be connected to the network, thereby the printer will work under the control through a wired network.

## 4.1. Install the Printer to Network

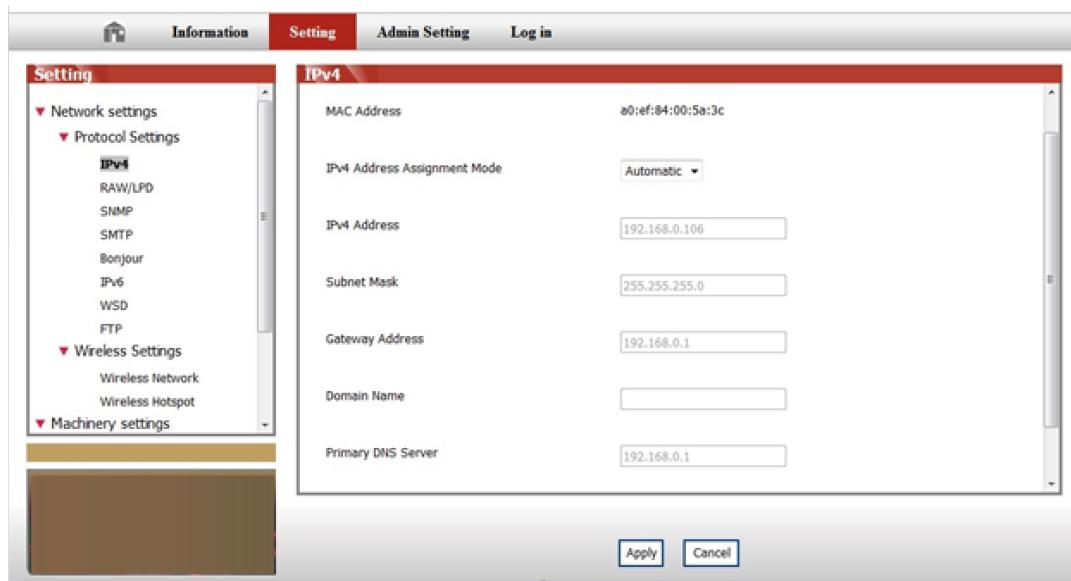
Please refer to [Chapter 3.1.3](#) to see the installation steps of NET Model.

## 4.2. Control the Network Printer

User can control the network settings through the built-in WEB Server in the printer.

### 4.2.1. View or Change Network Settings

- 1) View the IP address of the printer on its control panel according to steps in [Section 7.1.7](#).
- 2) Type the IP address into the Web browser & web address bar to access the embedded Web server of the printer.
- 3) Complete the settings of the Networking Protocol, wireless network, Wi-Fi hotspot, address list, e-mail and other relative configuration information in the "Setting".



### 4.2.2. Set or Change Web Server Login Password

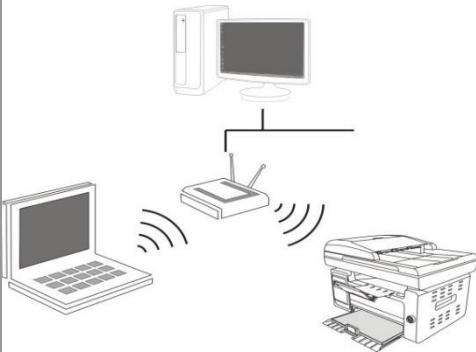
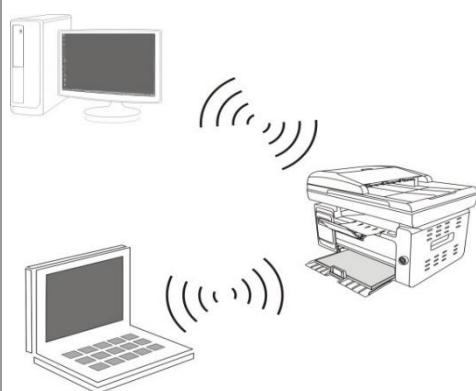
You can control the printer using the administrator settings.

Steps:

- 1) After opening the built-in WEB server, log in (default user name is admin, default password is 000000).
- 2) Click "Administrator Settings" to conduct corresponding operations.

## 5. Wireless network setup (applicable to Wi-Fi models)

Depending on model, the printer with Wi-Fi printing function supports the two types of wireless network connection of both infrastructure connection and Wi-Fi hotspot connection, while there is usually only one connection between computer and printer at a time. If you have problems during wireless network setup, please refer to [Chapter 5.3](#) Wireless Network Setup Frequently Asked Questions.

	<p>Basic structure mode: connecting to a wireless device via router</p> <ol style="list-style-type: none"><li>1. Access point (wireless router)</li><li>2. Wireless network printer</li><li>3. Computer connecting to access point via wireless network</li><li>4. Computer connecting to access point via network cable</li></ol>
	<p>Wi-Fi Hotspot</p> <p>The wireless computer is directly connected with the wireless device.</p>

### 5.1. Basic structure mode

You can connect a computer to your printer via access point (wireless router) as the medium. Access point (wireless router) connection is divided into wireless network setup and Wi-Fi Protected Setup (WPS).



- Note:** • The machine with the fax feature supports automatic search of wireless network through the printer's control panel to select the wireless network you desire and then input its password for connection.

**Important:** Before wireless network installation, you must learn about the service set identifier (SSID) and password of your access point in order to use them during wireless network setup. If they cannot be determined, please consult your network administrator or access point (wireless router) manufacturer.

#### 5.1.1. Wireless network setup tools

If your computer has been installed with a driver and had been connected to wireless network, but the wireless network was changed, you can set it again with wireless network setup tools.

##### 5.1.1.1. Preliminary preparations

1. Access point (wireless router).
2. A computer that has been connected to network.
3. A printer that has wireless network function.

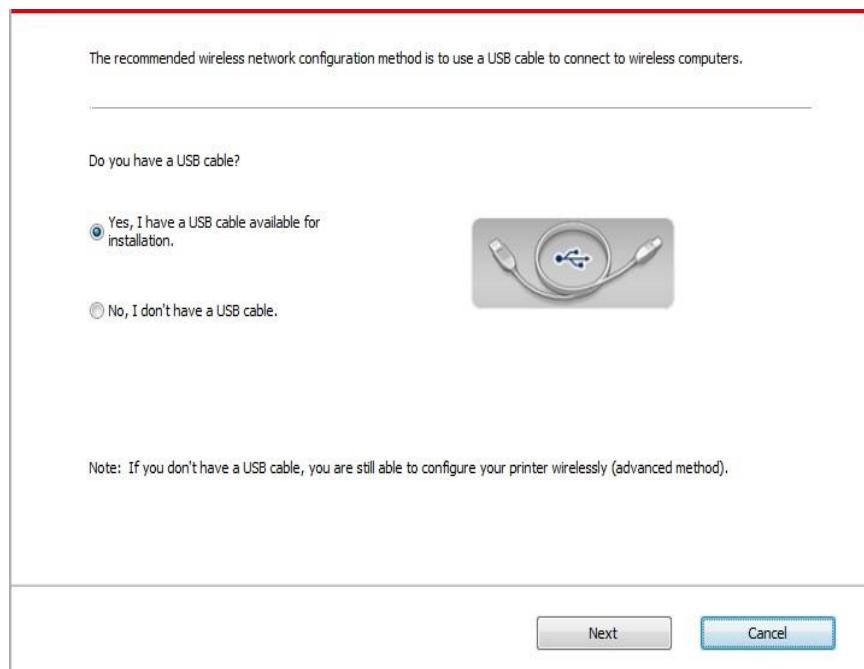
### **5.1.1.2. Setup methods of wireless network setup tools**

**1.** Take the wireless network setup tool in computer.

1) **Windows system:** Click the "Start menu" - "All programs" - "Printon" — Product name - "Wireless network setup tool".

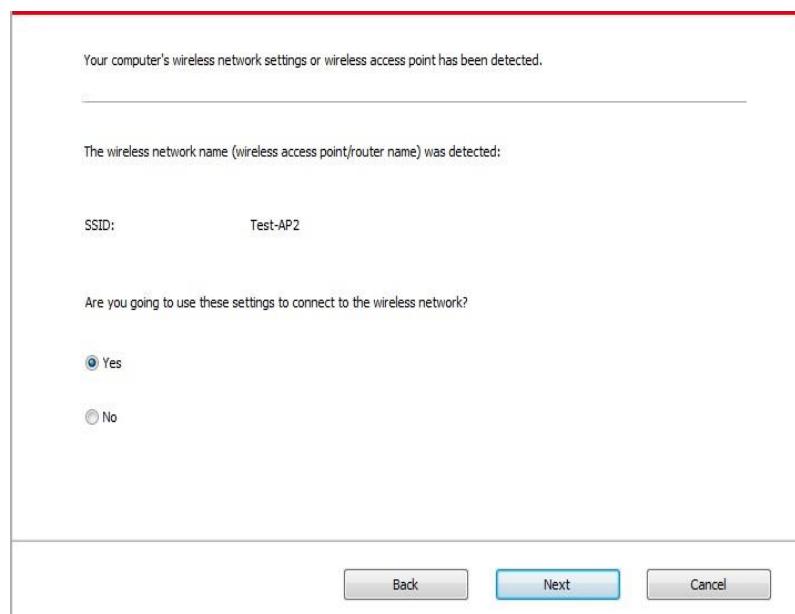
2) **Mac system:** click "Go" - "Applications" - "Printon" - "Utilities" - "Wireless Network Configuration Tool" on the computer Finder menu bar.

**2.** Use USB cable to connect and configure. Select "Yes, I have an USB cable that can be used for installation" in the following interface. Click "Next".



2.1 The computer has been connected to wireless network.

1) The currently wireless network currently connected to computer is selected as wireless network configuration tool by default. Complete configuration according to interface prompt.



**Note:** • The SSID you selected should be consistent with the SSID of access point (wireless router) connected to your computer.

2) Please tick "No" to configure other wireless network needed to connect to. Complete configuration according to interface prompt.

Please select the corresponding network name (SSID) from the following list, or manually enter the SSID and password if necessary, and then click "Next" to configure.

Network Name	Encryption method	Signal Strength
Test-AP2	WPA/WPA2	100%
Test-AP3	WPA/WPA2	100%

Network Name (SSID):  
Test-AP3

Encryption method:  
WPA/WPA2

Password:  
  Show password

Back Next Cancel

 Note: • At present, the printer supports 3 types of safe modes: none, WEP and WPA/WPA2.

1) None: There is no encryption method used.

2) WEP: Send and receive data via security key by using WEP (Wired Equivalent Privacy). WEP key is applicable to 64-digit a encrypted network and can contain numbers and letters at the same time.

3) WPA/WPA2: it is the pre-shared key (PSK) of Wi-Fi protected access which connects wireless device and access point via encryption (WPS-Personal). The working length of WPA/WPA2 is within the PSK of 8-63 characters.

• The display password is not ticked by default; if it is ticked, all passwords input can be seen in clear text.

2.2 The computer is not connected to wireless network Input the SSID (case sensitive) and password of access point (wireless router) in the interface below. Complete configuration according to interface prompt.

1. Please click on "Print wireless network information page" to get the network name and encryption method. Please skip this step if you already know the network name and encryption method.

2. Please enter wireless network user name and password.

Network Name (SSID):

Encryption method:  
None

Back Next Cancel

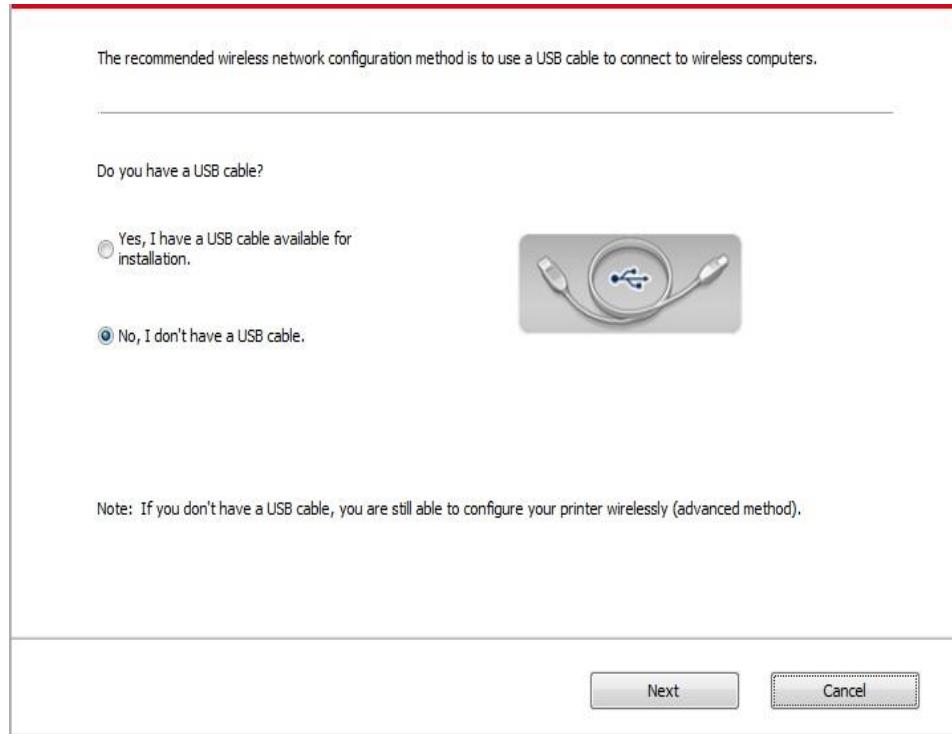


**Note:** • If you do not know the SSID of access point (wireless router), please click "Print Wireless Network Information Page" to view the SSID of the needed access point (wireless router).

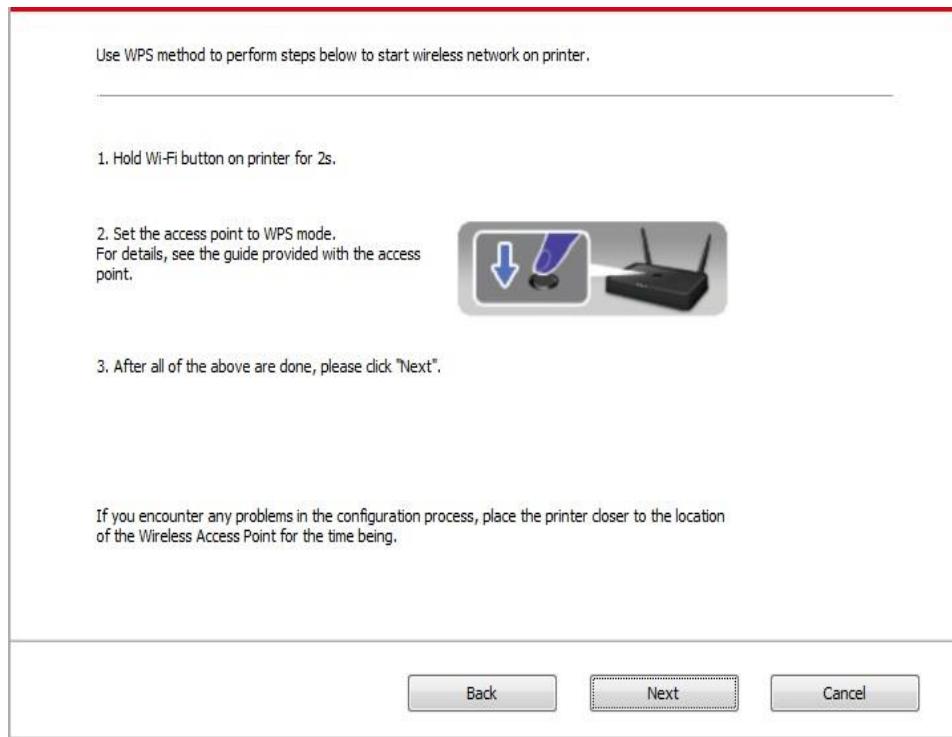
- If the printer cannot be used normally after wireless network setup is finished, please install the drive again.

### 3. Use WPS connection.

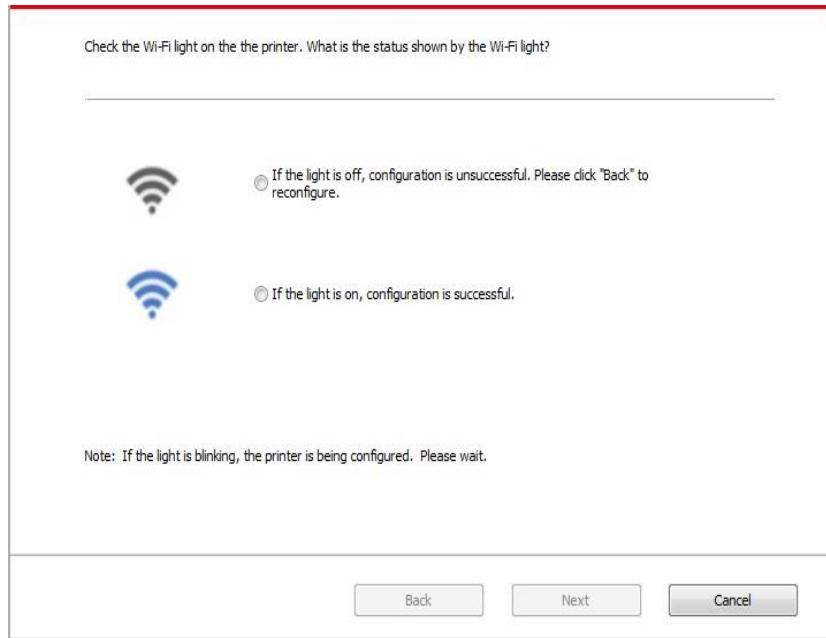
Select "No, I don't have a USB cable" in the interface below and then click "Next".



1) Use WPS method to perform steps below to start wireless network on printer. (Please refer to [Chapter 5.1.2](#) for detailed WPS configuration)



2) Judge if the printer is successfully connected according to the status of Wi-Fi indicator on printer. If configuration failed, please click "Previous" to configure again; if configuration succeeded, please click "Done" to complete configuration.



-  **Note:** • If the printer cannot be used normally after wireless network setup is finished, please install the drive again.

## 5.1.2. Wi-Fi Protected Setup (WPS) setup

If the access point (wireless router) supports Wi-Fi Protected Setup (WPS), the Wi-Fi key on the control panel of printer and WPS key on access point (wireless router) can be pressed in order to connect the printer to wireless network.

### 5.1.2.1. Preliminary preparations

1. The access point (wireless router) supports Wi-Fi Protected Setup (WPS).
2. A printer that has wireless network function.

### 5.1.2.2. Wi-Fi Protected Setup (WPS) method

1. Turn on the power of printer and access point (wireless router).

2. Make sure the printer is in ready state.

-  **Note:** • If the printer is in sleep mode, it can be woken up by pressing any key on the control panel of printer.

3. Press the "Wi-Fi key" on the control panel of printer for more than 2s until the blue Wi-Fi indicator of printer blinks, and then release pressing.

4. Press the WPS key on access point (wireless router) within 2min and then release it.

5. When the access point (wireless router) and printer start to connect, the blue Wi-Fi indicator of printer starts to blink. The blue Wi-Fi indicator of printer will be normally on after successful connection.

If the connection is not established after more than 2min, the printer will return to its ready state, the Wi-Fi indicator will be off and Wi-Fi Protected Setup (WPS) connection will fail. If it is needed to connect again, please repeat steps 3-4 above.

-  **Note:** • After successful Wi-Fi Protected Setup (WPS) connection, please install a driver if you want to print via wireless network.

### **5.1.3. How to disable the Wi-Fi network connected**

---

Connect the wireless network in infrastructure mode by the steps above. If connected, the Wi-Fi light on the control panel is normally on. Press and hold this button for more than 2s to disconnect from Wi-Fi network (Wi-Fi light will be off).

## **5.2. Wi-Fi hotspot mode**

---

You can establish a connection between a wireless network-enabled computer and a wireless network-enabled printer without using an access point (wireless route).

### **5.2.1. Preliminary preparations**

---

- 1.** Printer with Wi-Fi hotspot function.
- 2.** Computer with wireless network function.

### **5.2.2. Wi-Fi Hot Connection**

---

Before connecting the printer hotspot, enable the Wi-Fi hotspot function of the printer by tapping the "Wi-Fi" button on the printer panel.

 **Note:** • Tap the "Wi-Fi" button on the printer panel, and the printer will automatically print the "Mobile device Wi-Fi connection" page.

### **5.2.3. Wi-Fi Hotspot Configuration**

---

When the wireless hotspot of printer is active, the user can connect to it directly by searching. The wireless hotspot is enabled by default, and the default password is "12345678". The printer-specific SSID and password can be obtained from Wi-Fi Configuration Information Page, which can be printed out by selecting Print Wi-Fi Configuration. After establishing the connection, the configuration can be completed according to the Web configuration method.

## **5.3. Wireless network setup FAQs**

---

### **1. The printer is not found.**

- If the power of computer, access point (wireless router) or printer is turned on.
- If the computer is connected to printer with USB cable.
- If the printer supports wireless network connection.

### **2. SSID cannot be found when network is connected**

- Inspect if the power switch of access point (wireless router) is turned on.
- The printer cannot find the SSID of the access point (wireless router) you need to connect, please check the SSID of access point and try to connect again.
- Every time when the setup of access point (wireless router) is changed, you must set up the wireless network of printer again.

### **3. Connection failure**

- Please inspect if the safe mode and password of access point (wireless router) and printer is correct.
- Inspect the wireless receiving around printer. Signal receiving may be affected if the router is away from the printer or there is an obstacle between them.
- Turn the power of access point (wireless router) and printer off and then restart them and set up.

### **4. The following aspects should be inspected if the printer has problems while they are used in network:**

- Inspect if the firewall software blocks communication. If the computer and printer are connected in the same network but they cannot be searched, the communication might be blocked by firewall software. Please refer to the user guide of firewall software to turn firewall off and then try to search the printer again.
- Inspect if the IP address assignment of printer is correct. You can inspect IP address by printing the network setup information page of printer out.
- Please refer to the following steps to check if printer and computer are in the same network:

1) Select "Command prompt" as shown below.

a. Windows 8/10 system: Select "Search" button in the Start Menu and input "Command prompt" in search bar, then press the "Enter" button in the keyboard.

b. Windows 7/Vista/XP system: click "Start" menu-"All procedures"- "Attachment"- "Command prompt".

2) Input ping and your printer IP address in popup window, and press "Enter" button.

For example: ping XXX.XXX.XXX.XXX ("XXX.XXX.XXX.XXX" is printer IP address)

3) If RTT is indicated in the window, that is to say your printer and computer are in the same network. If RTT is not indicated in the window, please refer to [Chapter 5](#) to re-configure the printer wireless network.



**Note:** • Please refer to the user guide or consult the manufacturer for information related to access point (wireless router).

# 7. General Settings

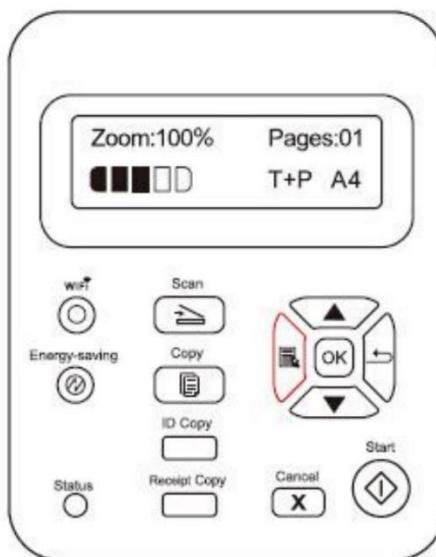
This chapter mainly introduces some general settings of the menu on the control panel.

## 7.1. System Settings

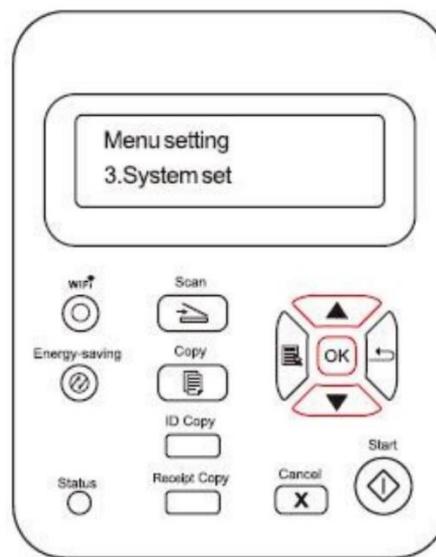
### 7.1.1. Toner Save Setting

Users can select Toner Save Setting to lower the cost of printing. When the Toner Save mode is "On", the output color of the copy will be lighter. Default Setting is "Off".

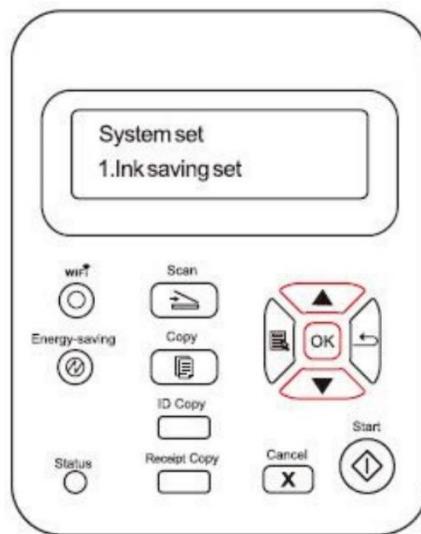
- 1) Press "Menu" button to enter the menu interface.



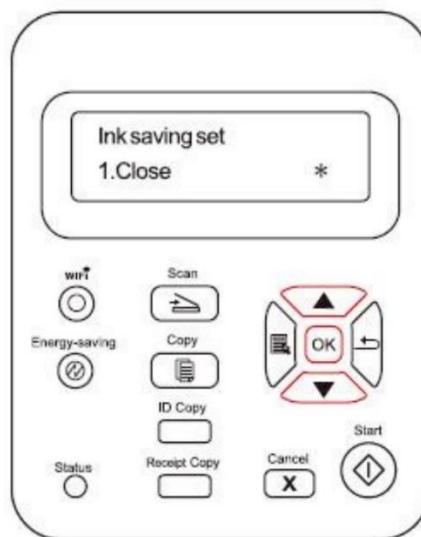
- 2) Press direction pad "▲" or "▼" to select "3. System Settings" and press "OK" button.



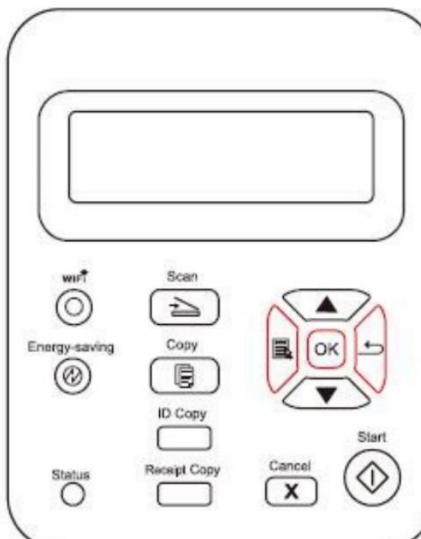
3) Press direction pad "▲" or "▼" to select "1. Toner Save Setting" option and press "OK" button.



4) Press direction pad "▲" or "▼" to select "1. Close" and press "OK" button. When symbol "\*" appears after "1. Close", it indicates that the toner save setting is off; or press direction pad "▲" or "▼" to select "2. Open" and press "OK" button. When symbol "\*" appears after "2. Open", it indicates that the toner save setting is on.



5) Press the "menu" button to enter the menu settings interface. Press the "back" button to return to the previous menu, or press OK to go to the next level of settings or save the settings.

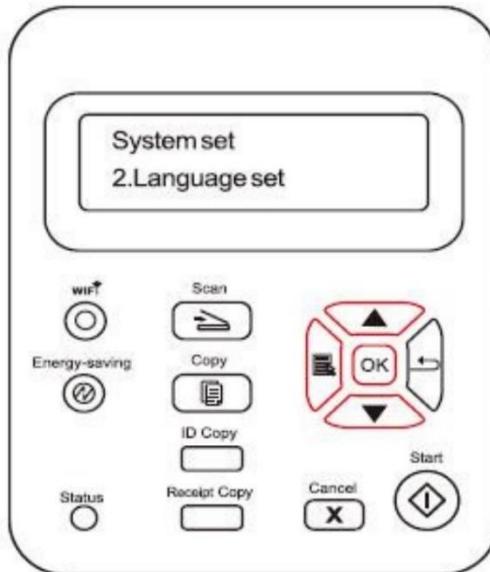


## **7.1.2. Language Setting**

---

"Language Setting" is used to select the language to be displayed on the control panel.

- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
- 3) Press direction pad "▲" or "▼" to select "2. Language Setting" and press "OK" button.

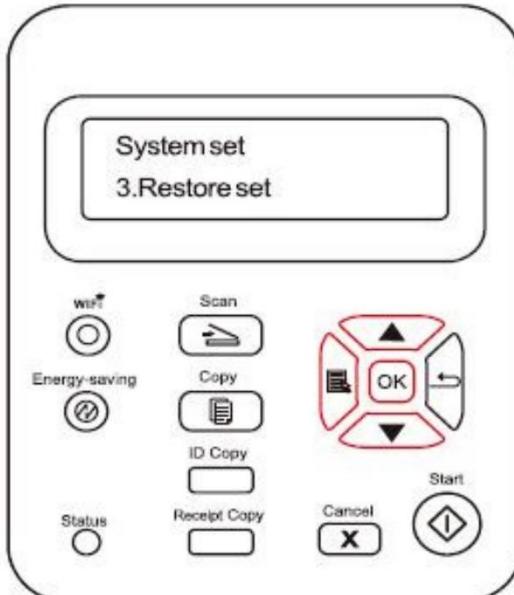


## **7.1.3. Restore to Factory Settings**

---

"Restore Factory Settings" is used to restore the default settings of the printer.

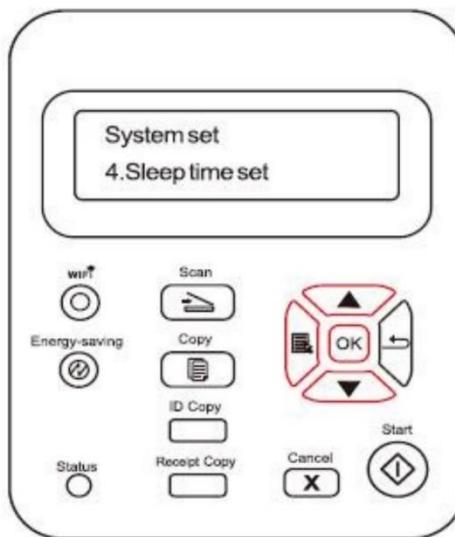
- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
3. Press direction pad "▲" or "▼" to select "3. Restore to Factory Settings" option and press "OK" button, Click Yes or No.



## 7.1.4. Sleep Time Setting

Set the Sleep Mode to lower the power consumption. Sleep Time Setting allows you to select the idle time before the device enter into Sleep Mode. The default idle time is 1 minute.

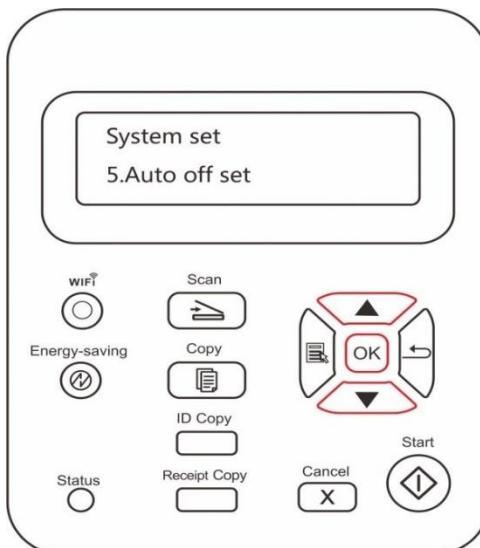
- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
- 3) Press direction pad "▲" or "▼" to select "4. Sleep Time Setting" and press OK button.
- 4) The direction pad "▲" or "▼" can be used to select "1 Minute", "5 Minutes", "15 Minutes", "30 Minutes", and "60 Minutes".



## 7.1.5. Auto shut-off setting

"Auto shut-off setting" to set off condition and off delay of printer.

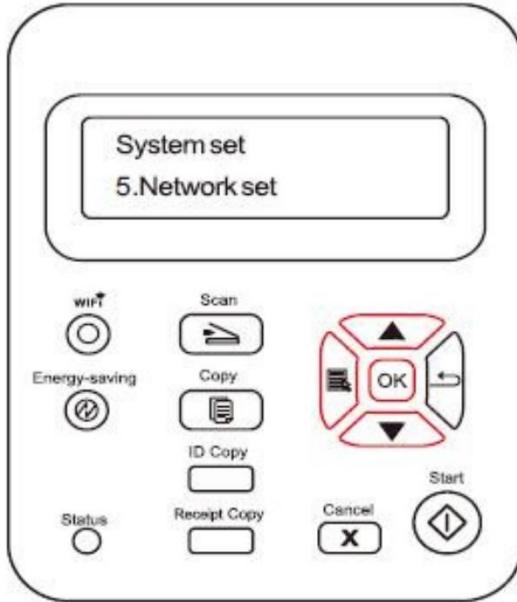
- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
- 3) Press direction key "▲" or "▼" to select options of "Auto off set", press "OK" to set off condition and off delay.



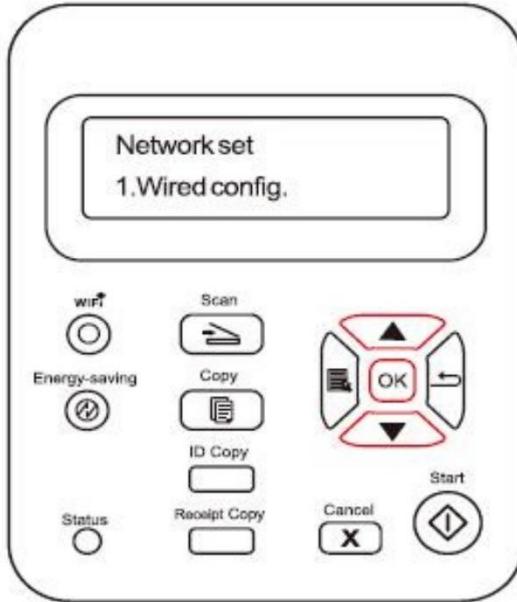
## 7.1.6. Network Settings

You can view or set the network status through Network Settings.

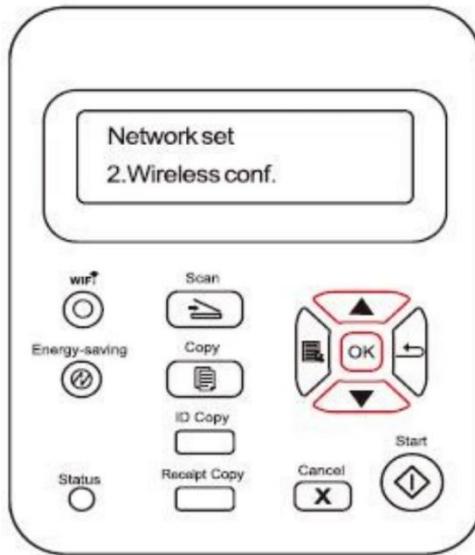
- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
- 3) Press direction pad "▲" or "▼" to select Network Settings and press OK button.



- 4) Press direction pad "▲" or "▼" to select "1. Wired config." and press "OK" button; Press direction pad "▲" or "▼" to select "1. IPv4" or "2. IPv6".



- 5) Press direction pad "▲" or "▼" to select "2. Wireless Network Settings" and press "OK" button; Press direction pad "▲" or "▼" to select "1. WPS PIN Mode".



## 7.1.7. Network Information

Users can check the network status through Network Information.

- 1) Press "Menu" button to enter the menu interface.
- 2) Press direction pad "▲" or "▼" to select System Settings and press OK button.
- 3) Press direction pad "▲" or "▼" to select Network Information and press OK button.
- 4) Press direction pad "▲" or "▼" to select "1. TCP/IP" "2. Wi-Fi Information".
- 5) Select "1. TCP/IP" option and press "OK" button, press direction pad "▲" or "▼" to select "1. IP Address", "2. Subnet mask" and "3. Gateway".
- 6) Select "2. Wi-Fi Information" option and press "OK" button, press direction pad "▲" or "▼" to select "1. Mac Address", "2. Wi-Fi Status", "3. Wi-Fi Channel" or "4. SSID Information" (The display of SSID Information only supports English letters and numbers).

## 7.2. Print information report

You can print information report by operating control panel. These pages can help you to learn about product information, and diagnose and solve product failures.

- 1) Press "Menu" button to enter the menu interface.
- 2) Press "▲" or "▼" to select "Info. Report".
- 3) Press "OK" key to enter information report print. You can print product report according to needs.

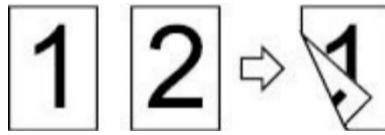
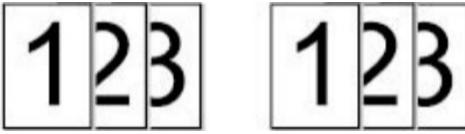
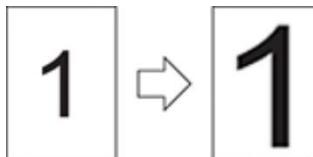
Printable product reports include Print Demo Page, Print information Page, Print Menu Structure, Print Menu Setting, Print network configuration, Print network Service, Print mail address, Print Group Mail, Print FTP address, Print Wi-Fi hotspot and Print Wi-Fi Configuration.

 **Note:** • The product report above is the most complete version, and may be different from the product report of model that you actually use.

## 8. Print

### 8.1. Print Function

You can set the print function through "Start"- "Device and Printer"- select corresponding printer- right click - set print function in "Print Preferences". Some functions are as follows:

Functions	Diagram
Manual Duplex	
Collate Print	
Reverse Print	
N-in-1	
Poster Print (for Windows Operation System only)	
Zoom Print	
Custom Size	

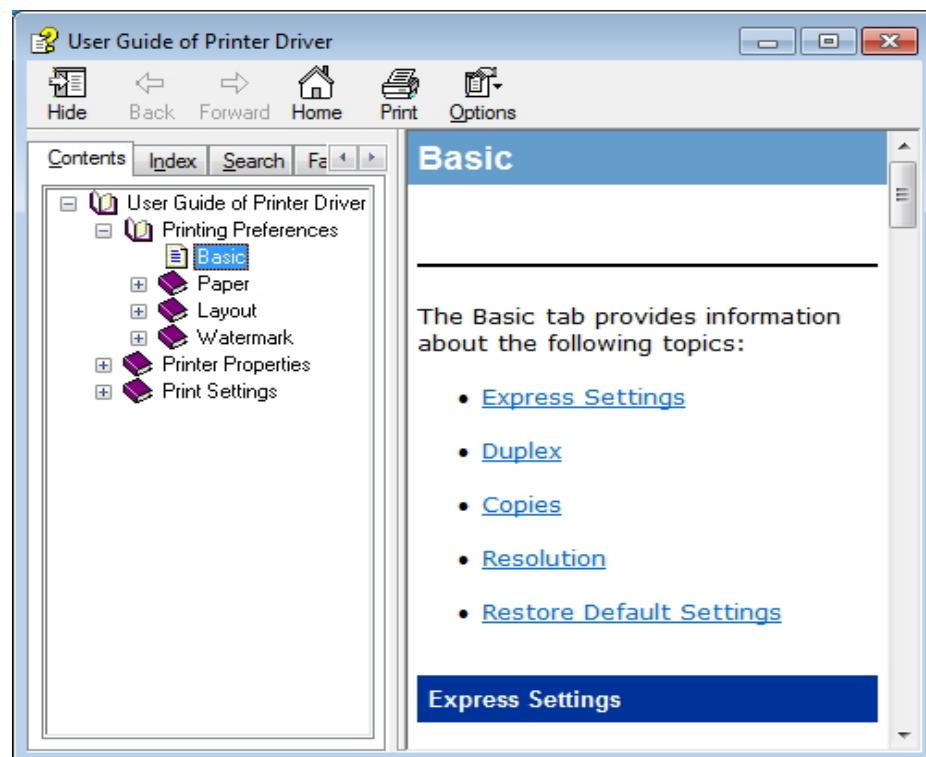
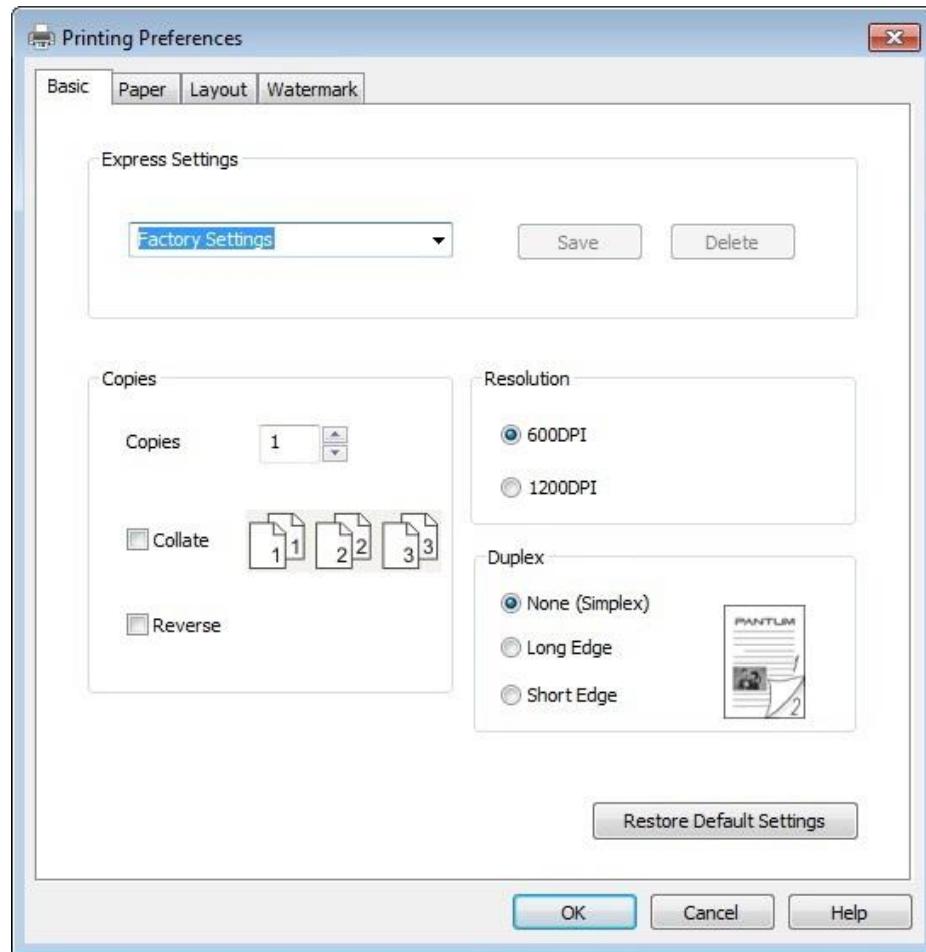


#### Note:

- You can select the 2 x 2 Poster printing from Layout options in the settings interface to use the poster printing function.
- You can open the Printing Preferences and click Help button to check the specific function explanation. For information about how to open the help document, see [Chapter 8.2](#).

## 8.2. Open Help Document

You can open the "Printing Preferences" and click "Help" button (for Windows Operation System only). The help document contains the user guide where you can find the information on print settings.



## 8.3. Duplex Print

1) The printer driver supports manual duplex.

 Note: • If the paper is thin, it may wrinkle.

- If the paper is curled, make it flat and put it back into the manual feeder tray.
- If the manual duplex function causes a paper jam, see [Chapter 13.1](#) for handling it.

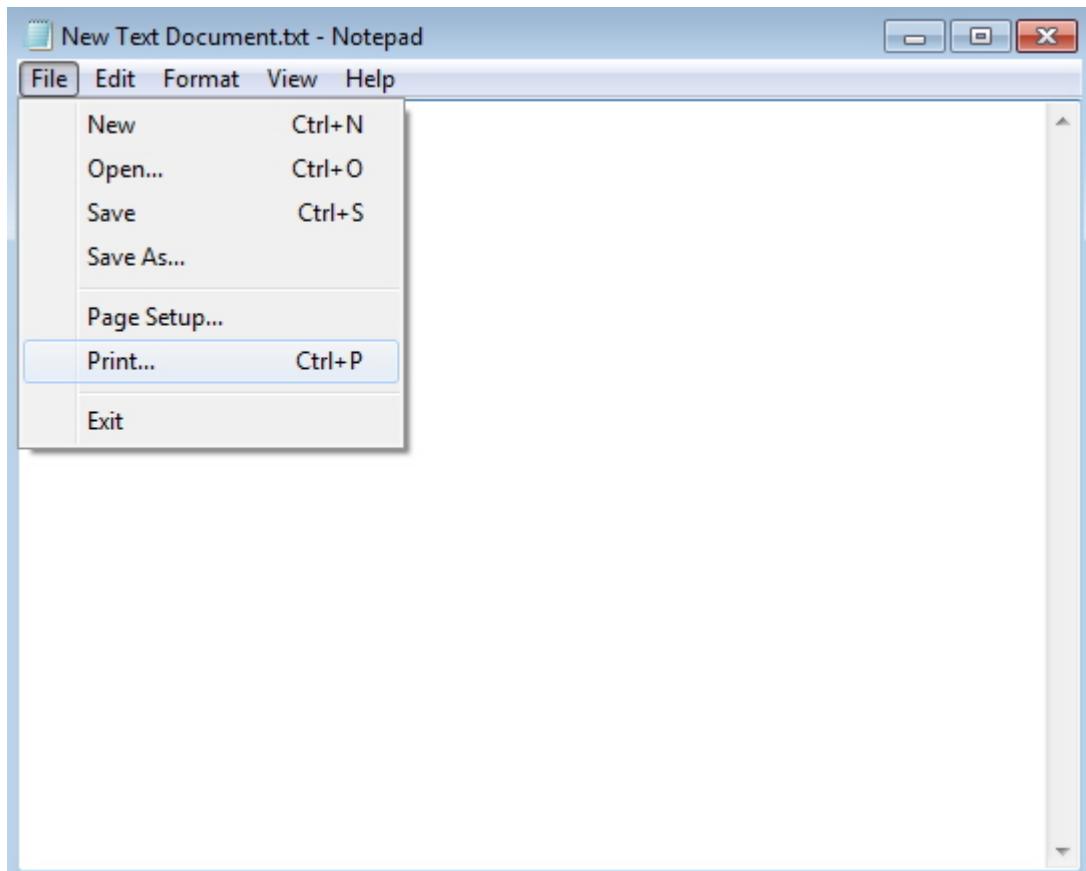
2) Ensure that certain amount of paper is loaded into the automatic feeder tray before printing.

 Note: • For loading paper, see [Chapter 2.4](#).

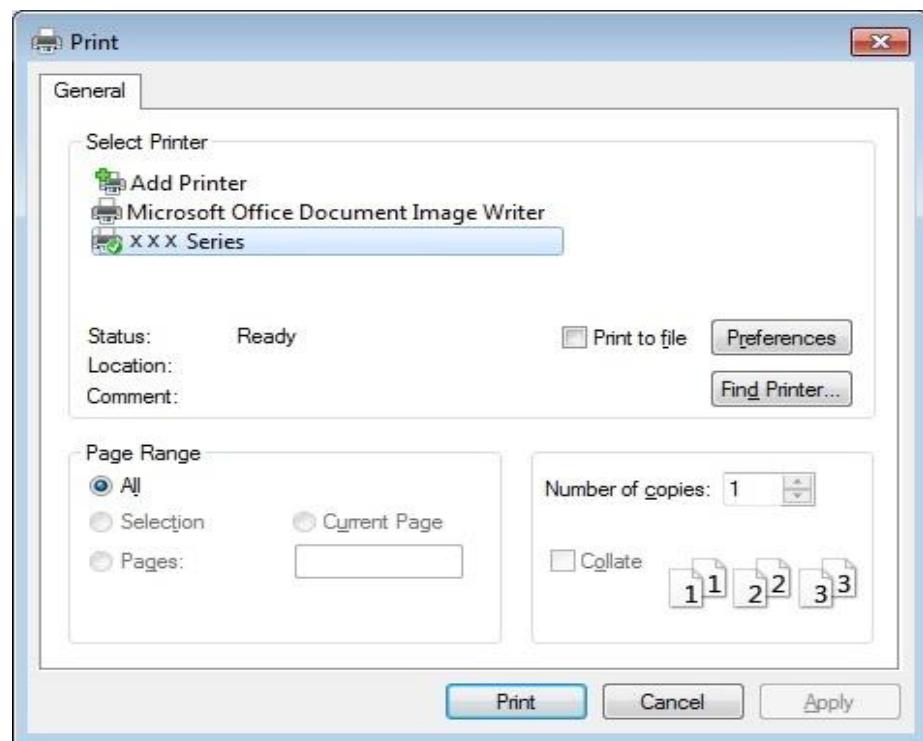
- For the media types that support printing, see [Chapter 2.1](#). It is recommended to use the standard paper.
- Some paper media are not suitable for the duplex printing. Trying the duplex printing may damage the printer. When "Paper Type" is "Thick Paper" or "Transparent Film", please do not try "Duplex Print". If you choose "Reversed Order" printing in Printing Preferences dialog box, Manual Duplex will not be supported when "2 x 2 Poster" printing.
- Paper may get jammed or cannot be fed in when the automatic feeder tray is loaded with more than 150 sheets.

3) Printing steps are as follows (for Windows Operation System only) :

a) Open the document to be printed from the application (such as Notepad), and select "Print" from the "File" menu.

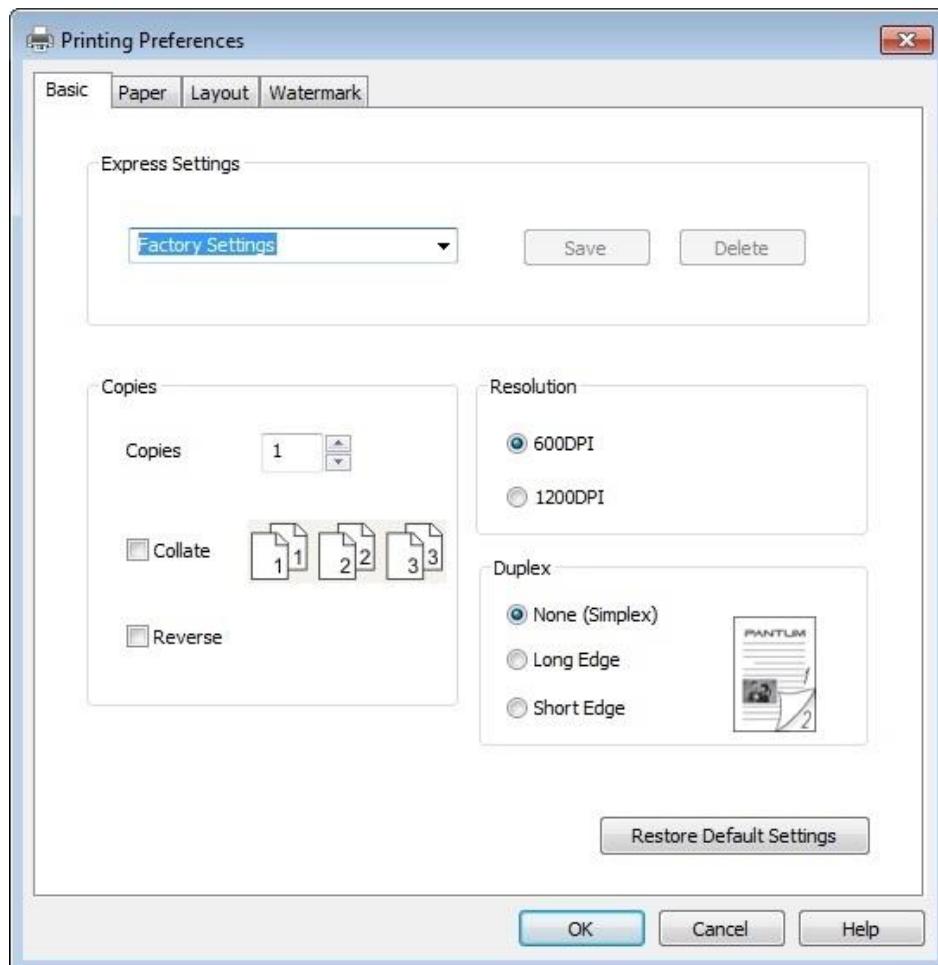


b) Select Printon printer

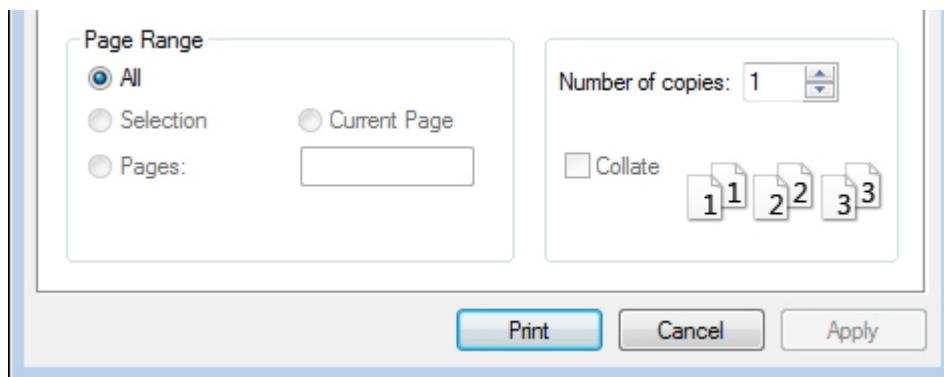


Click "Preferences" to set printing.

c) Set options in "Manual Duplex" of the "Basic" tab and click "OK" after completing the settings.

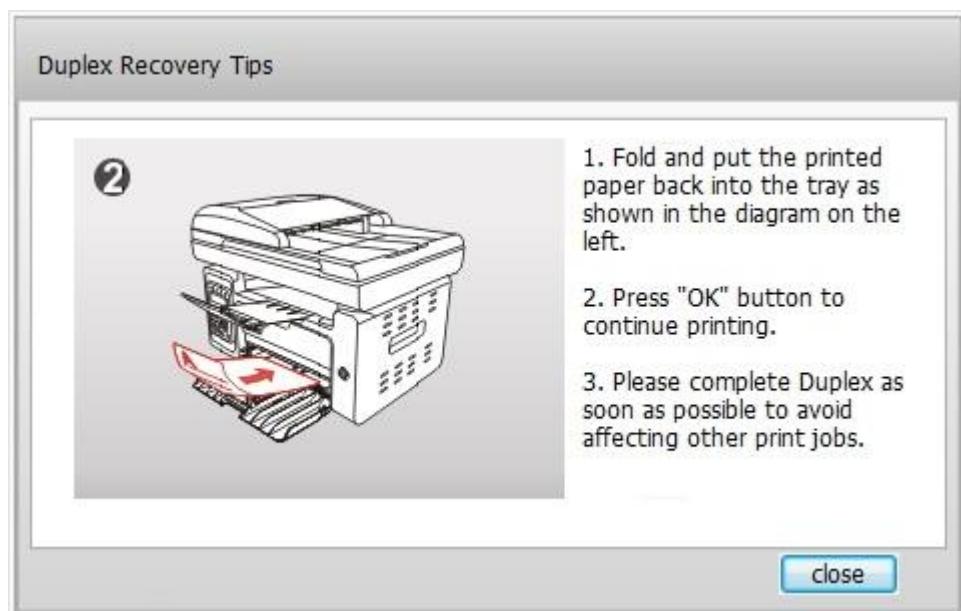
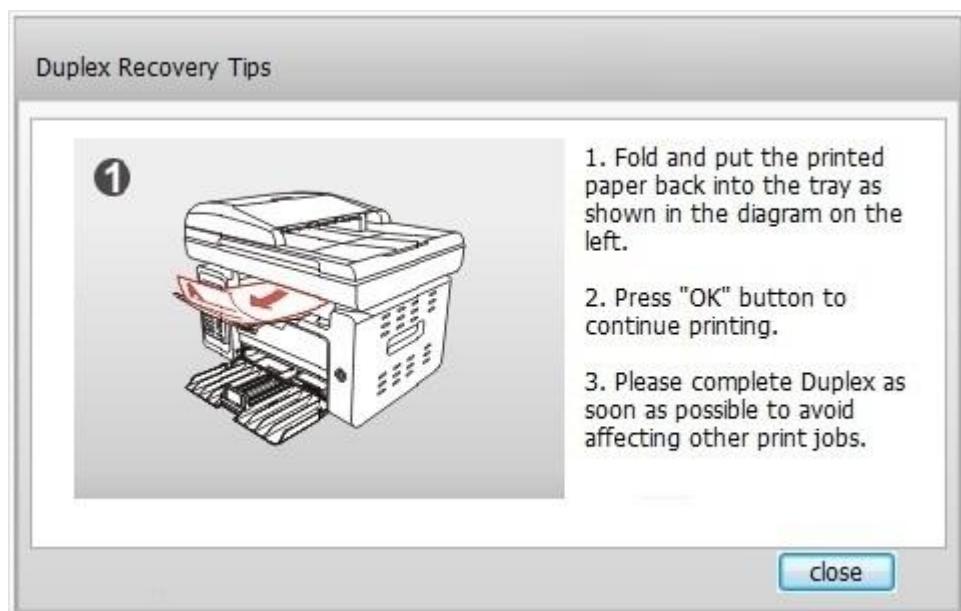


d) Click "Print".

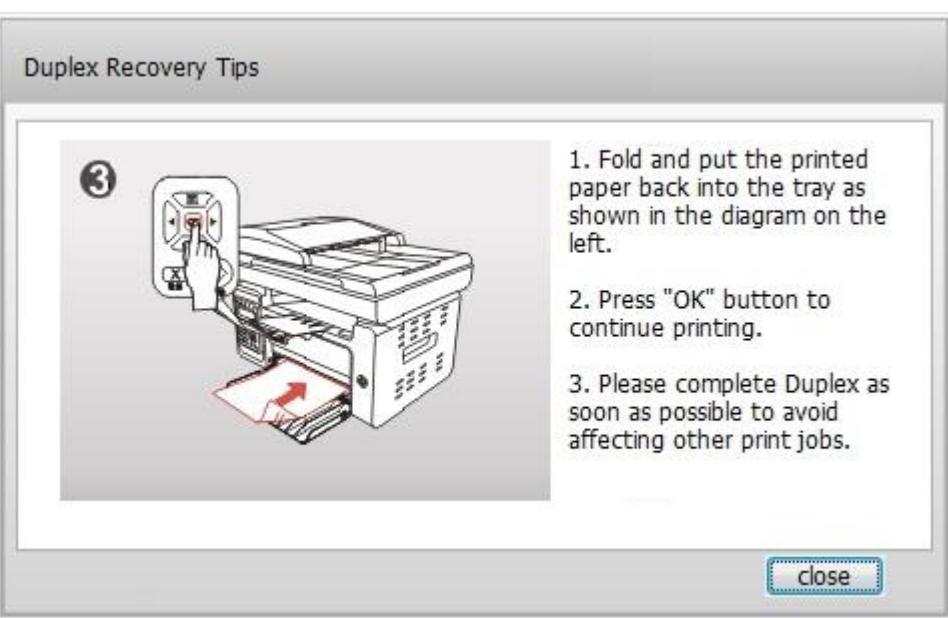


 **Note:** • It is recommended to raise the output tray to prevent the paper from sliding out of it. If you choose not to raise the output tray, we recommend that you immediately remove the printed paper output from the printer.

e) Send the print task after choosing Manual Duplex, then the following prompt window will appear, telling you the next specific operations. Interfaces are different depending on the models.



f) After turning over the paper according to the prompt, press "OK" button of the printer to go on printing the other side.



- g) You can click "Close" button to close this prompt window, and it will not appear until the next Manual Duplex job comes in.

## 8.4. Cancel Print Job

You can press the Cancel button on the control panel to cancel the print job you want to cancel during the printing process, or cancel the print job in the printing pool.

## 8.5. Mac System Print

Operation Steps:

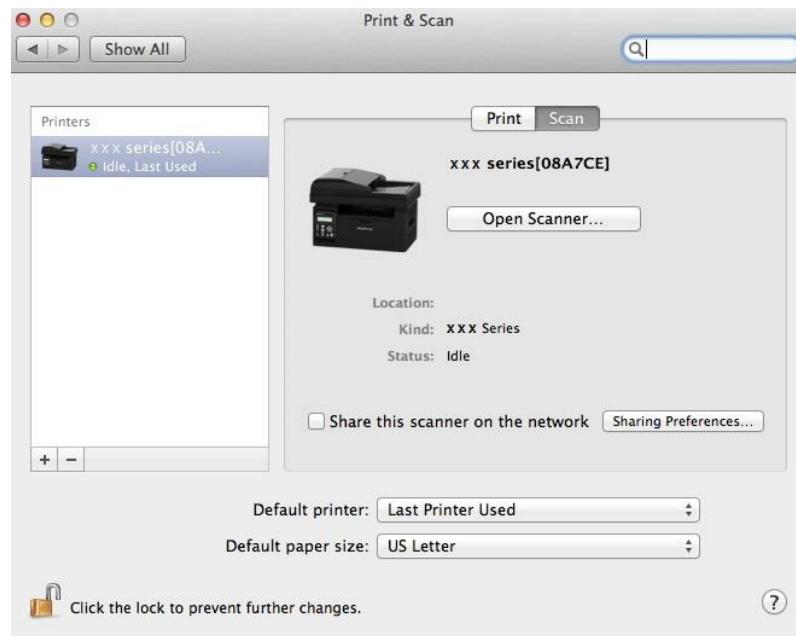
1. After installing the printer's driver, click on "System Preferences" on the bottom left corner.



2. After the window pops up, click on "Print and Scan".



3. After the window pops up, select "Print".



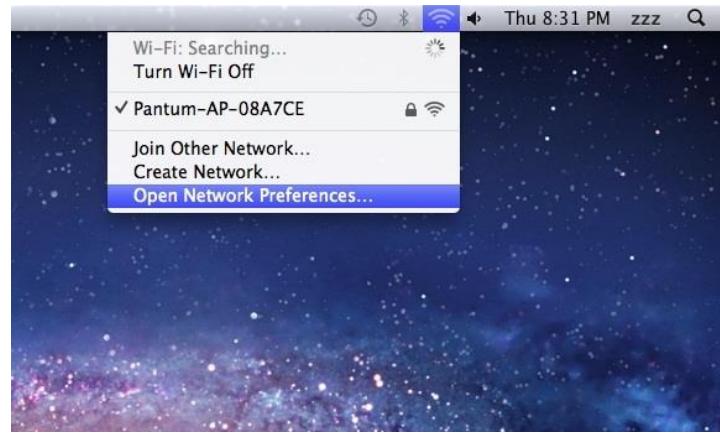
#### 4. Select printer

1) For USB Model printer: plug the USB cable, the corresponding printer will automatically show in the left list.

2) For NET Model printer: plug the network cable, click on symbol "+" at the bottom of the left list to add printer.



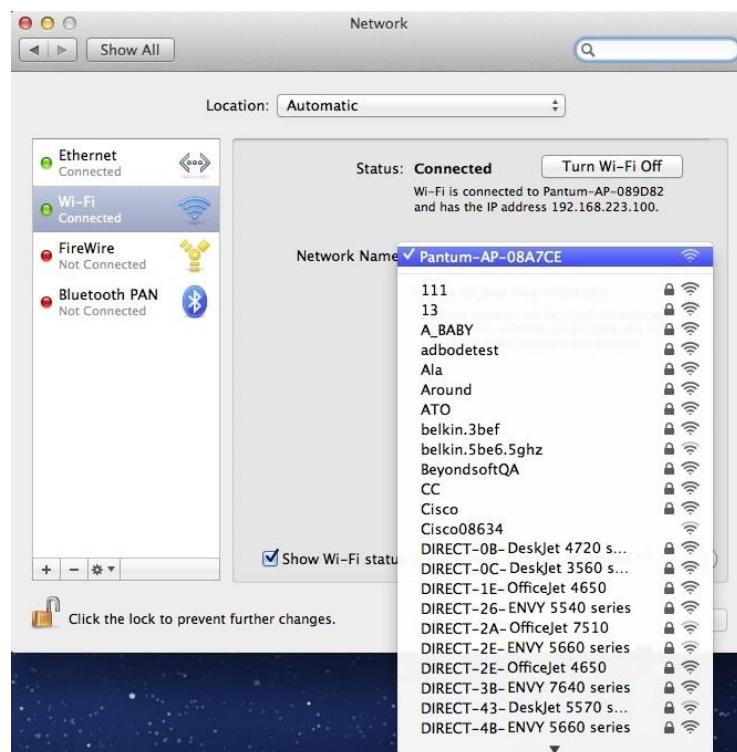
3) For Wi-Fi Model printer: select the Wi-Fi icon on the top right corner of the page, click on "Open Network Preferences" in the list.



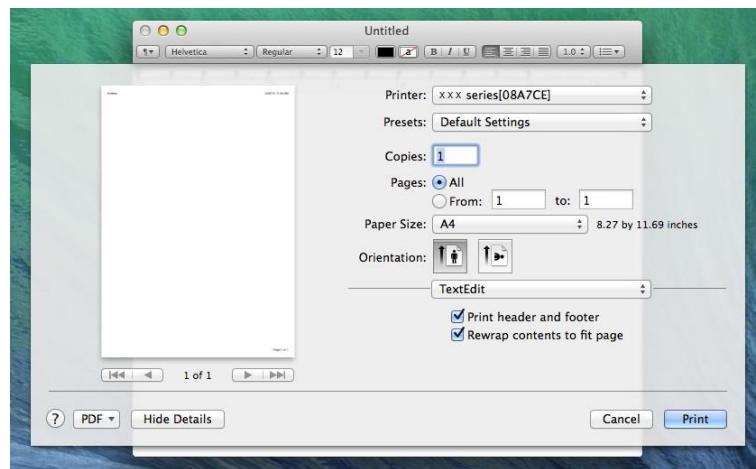
After the window pops up, click on SSID.



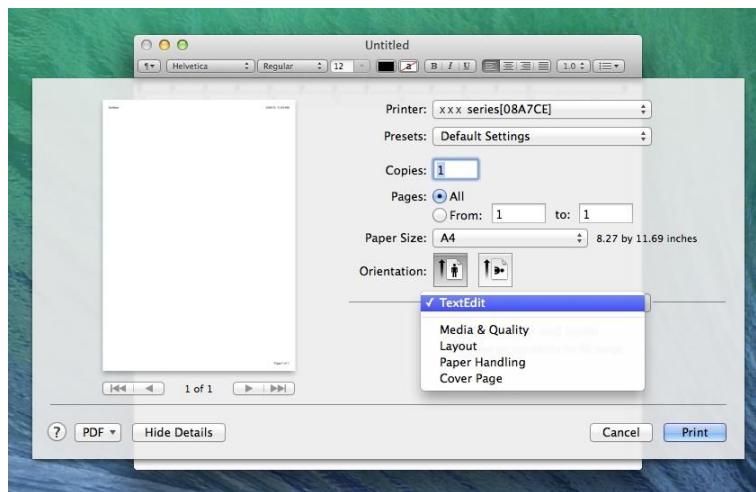
Select the corresponding SSID.



5. Open the document to be printed, click on "Document" - "Print".



After the window pops up, set the printing parameters, and press the "Print" button on the top right corner.



## 9. Copying

### 9.1. Copying function

Copying function	PS22
Common copying	Image quality
	Intensity
	Resizing
	Multipage
	Clone
	Poster
	Collated copy
	Manual dual-side
	Paper setting
ID card copying	Arrangement mode
	Intensity
	Paper setting
Receipt copying	Intensity
	Paper setting

(●: inclusive, ○: exclusive)

## **9.2. Copying method**

---

1. Press "copying key"/"ID card copying key"/"receipt copying key" on control panel.
2. Put the original document in automatic document feeder (ADF) (supporting common copying only) with right-side up or put it on glass platform with right-side down (for the method on how to put original document, see [2.5.](#)).
3. Set copying quantity with "direction or number key" according to types (99pieces at maximum).
4. Press "Startup key" for copying.

## **9.3. Copying cancel**

---

Press "cancel key" on control panel if canceling copying.

## **9.4. Common copying setting**

---

Change relevant setting with "copying setting menu" for better copying effect.

1. Press "copying key" on control panel and then press "OK key" to enter "copying setting" interface.
2. Press "direction key" to select options and then press "OK key" to enter setting interface.
3. Press "direction key to select option to be set and press "OK key" to set option.



**Note:** • The image quality, intensity, resizing and paper setting can keep valid after options are set.

- For multipage, clone, poster, collated copy and manual dual-side setting, set recovery mode as default setting after completing copying, switching panel key or restarting machine.

### **9.4.1. Image quality**

---

Select corresponding image quality mode for original document used in order to improve copying effect.

There are 4 modes in total:

**Automatic:** default mode.

**Text+ image:** applicable to original text and image.

**Image:** applicable to original image.

**Text:** applicable to original text.



- Note:** • The image quality mode supports "automatic" mode only after "poster" and "collated copy" are set.

### **9.4.2. Intensity**

---

Adjust deep-light copying effect by setting intensity.

Intensity includes "manual" and "automatic adjustment".

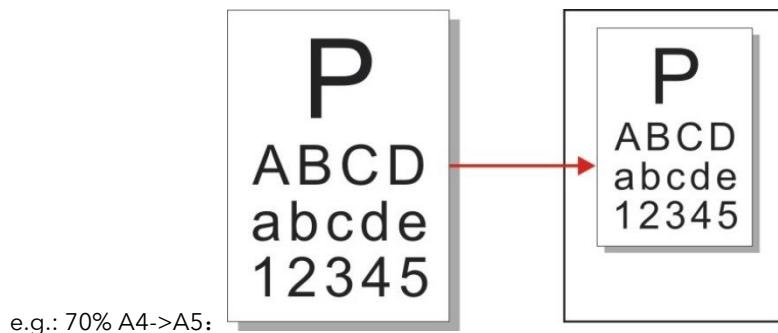
Manual adjustment: light dark

### 9.4.3. Resizing

When original document is copied, resize image copied.

The resizing includes "fixed" and "manual adjustment" and the default value is 100%.

**1. Fixed resizing:** 141% A5->A4、122% A5->B5、115% B5->A4、97% LTR->A4、94% A4->LTR、86% A4->B5、81% B5->A5、70% A4->A5.

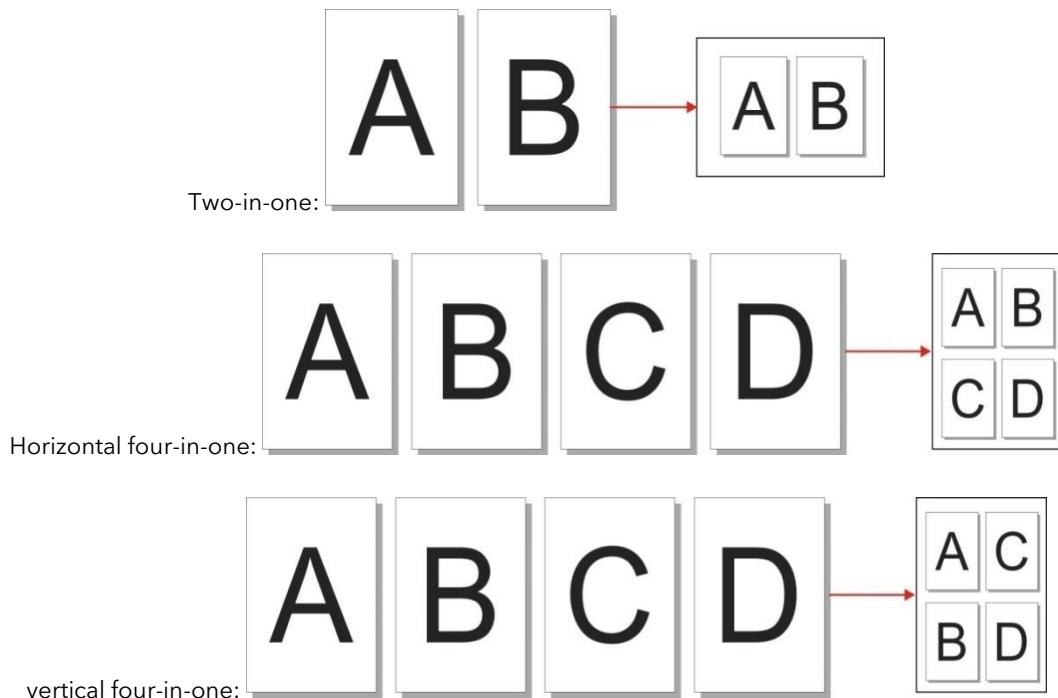


**2. "Manual adjustment"** applies to copying with glass platform only, the adjustment scope of which is 25%-400% and 5% can be adjusted each time after "direction key" is pressed once.

### 9.4.4. Multipage

2 or 4 pages of texts can be copied on one piece of paper with multipage setting.

The multipage includes 3 modes:

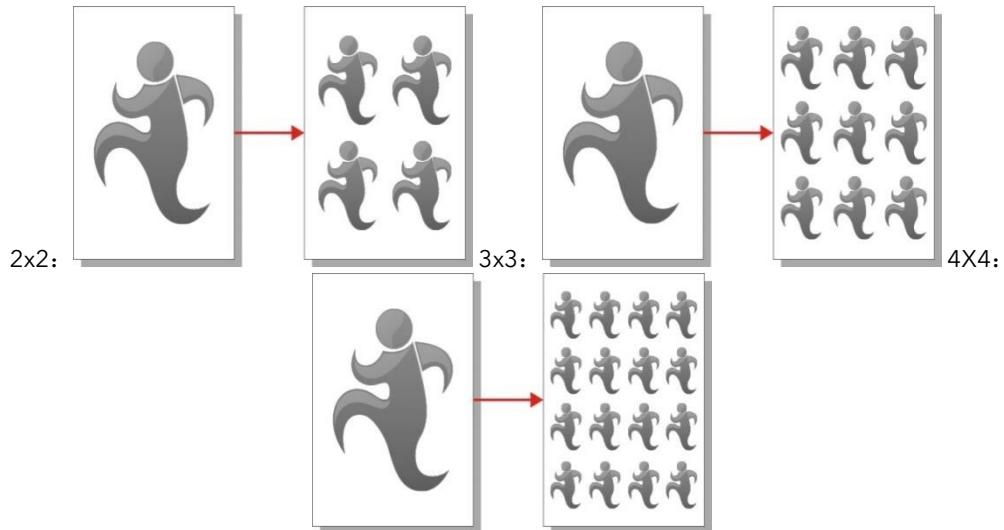


**Note:** • "Multipage" and "resizing function" cannot be set at the same time.

## 9.4.5. Clone

Clone setting enables the printing of many original images on one piece of paper.

The clone copying includes 3 modes:

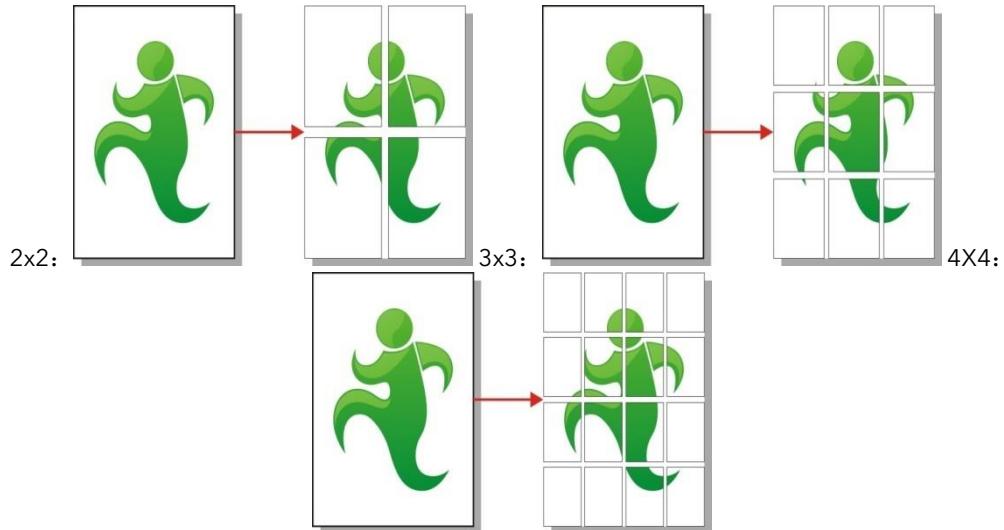


- Note:** • The "clone" and "resizing function" cannot be set at the same time.

## 9.4.6. Poster

Poster setting enables the printing of one piece of original document on several pieces of paper.

The poster copying includes 3 modes:



- Note:** • The "poster" and "resizing function" cannot be set at the same time.

## 9.4.7. Paper setting

By paper setting, you can set suitable paper dimension and type.

**Paper dimension:** A4, Letter, B5, A5, A6, Executive, Legal and Folio.

**Paper type:** common paper, thick paper, envelope paper, film paper, card paper, tagboard and thin paper.

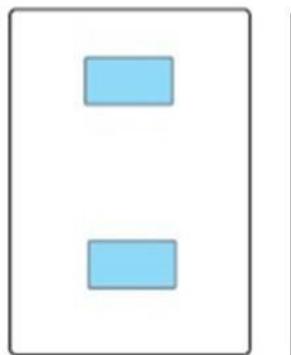
## 9.5. ID card copying setting

Change relevant setting with "copying setting menu" for better copying effect.

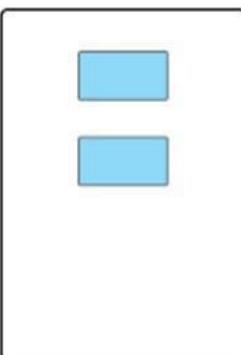
1. Press "ID card copying key" on control panel and then press "OK key" to enter "copying setting" interface.
2. Press "direction key" to select options and then press "OK key" to enter setting interface.
3. Press "direction key to select option to be set and press "OK key" to set option.

### 9.5.1. Arrangement mode

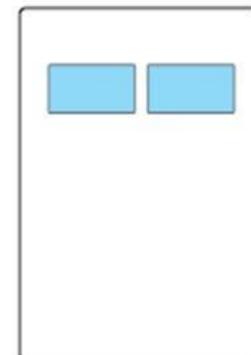
There are 4 arrange modes for ID card copying totally:



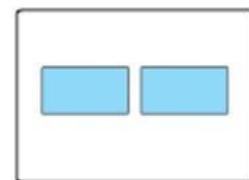
Whole page up-down



Half page up-down



Half page left-right

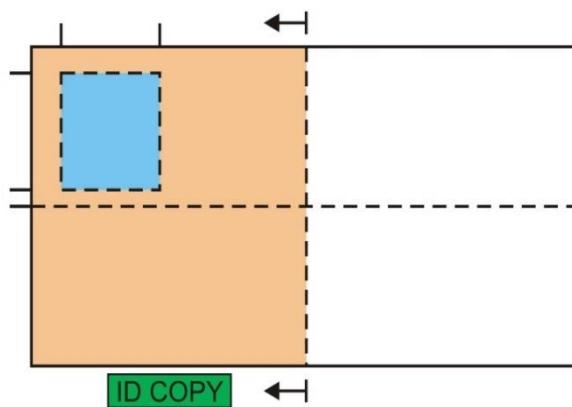


Long side of A5 paper

Position:

**Half page up-down:** default mode; put ID card at "orange left half area" of glass platform.

**Half-page up-down, half page left-right or long side of A5 paper:** put ID card at "blue area" of glass platform.



**Note:** • After setting, the arrangement mode can keep valid before startup; after startup, the arrangement mode will recover

### 9.5.2. Intensity

For intensity setting, see [9.4.2](#).

## **9.5.3. Paper setting**

ID card copying supports A4 and Letter paper dimension.

## **9.6. Receipt setting**

Change relevant setting with "copying setting menu" for better copying effect.

**1.** Press "receipt copying key" on control panel and then press "OK key" to enter "copying setting "interface.

**2.** Press "direction key" to select options and then press "OK key" to enter setting interface.

**3.** Press "direction key to select option to be set and press "OK key" to set option.

### **9.6.1. Intensity**

For intensity setting, see [9.4.2](#).

## **9.6.2. Paper setting**

The receipt copying supports A4, Letter, B5, A5, A6 and Executive paper dimension.

# **10. Scan**

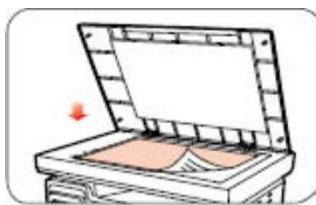
This printer provides two types of scans: "Push Scan", which means scanning through the printer's Control Panel operations; "Pull Scan" which means scanning through PC terminal scanning the application.

## **10.1. Push Scan**

### **10.1.1. Steps for Push Scan with Tablet**

This section introduces how to scan documents to the PC (only through USB cable connection) with control panel of the printer. The specific operation steps are as follows:

- 1) Put the document face down on the glass platen.



- 2) Press Scan on the Control Panel and press direction pad "▲" or "▼" to select "Single Page Scan" or "Merge Scan" to enter into the Scan mode.

 **Note:** • For the information on Single Page Scan and Merge Scan, see [10.1.3](#). and [10.1.4](#).

- 3) Press "Start" button to start scanning.

 **Note:** • Formats of scanned attachments: network scan supports PDF, TIFF and JPEG formats. Users can select the Save As Type on the panel for the scanned documents.

## 10.1.2. Single Page Scan

The default scan mode of control panel is Single Page Scan mode.

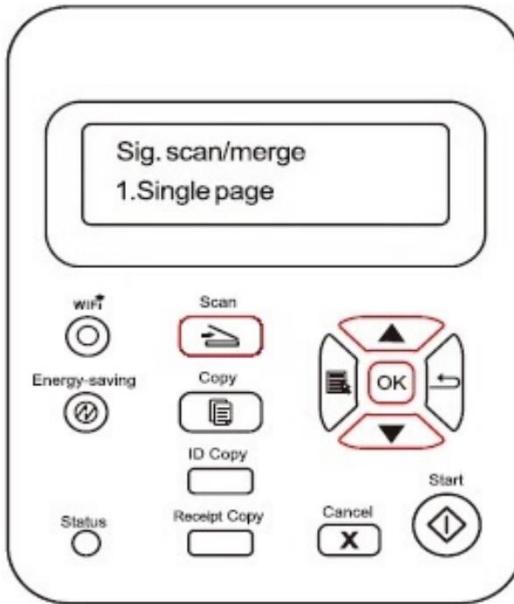
For the specific steps of scan operation, please refer to [Chapter 10.1](#).

## 10.1.4. Merge Scan When you want to merge multi-page scanned documents into one PDF, please use Merge Scan function.

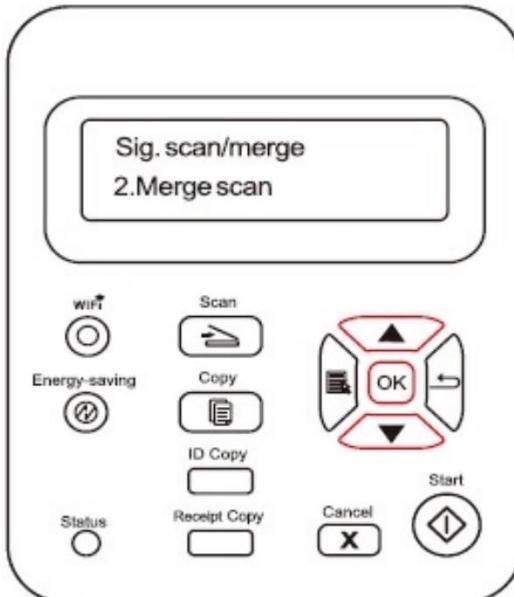
-  Note:
- The Merge Scan allow the document to be scanned into the PDF format by default.
  - This printer can perform Merge Scan operation only on the control panel.

The specific operations are as follows:

1. Press "Scan" button to enter scan status. The default scan mode of control panel is Single Page.



2. Press "▲" or "▼" button to select and enter "Merge Scan" mode.



3. Press "Start" button and the Scan Process Bar Interface will pop up on the computer.

4. After completing scanning the first page, the contents as shown below will appear on the control panel:

Press "Start" button - scan the next page

Press "OK" button- end the scanning

5. Put the document to be scanned on the glass platen and press Start button to continue to scan the second page.

6. Repeat the operation as described in the step 5 to scan multi-pages till you press "OK" button to end this operation.

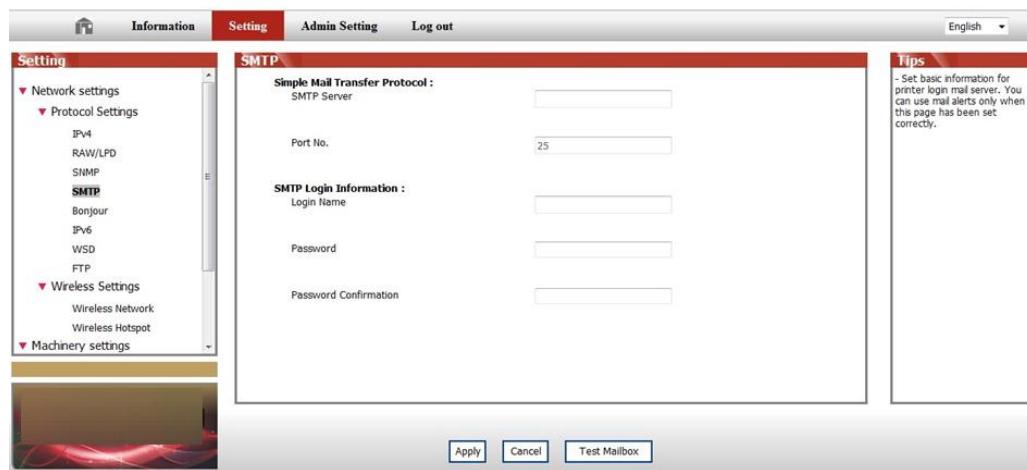
7. After completing the operation, the application will save PDF document to the specified folder.

## 10.1.5. Other Scan Functions

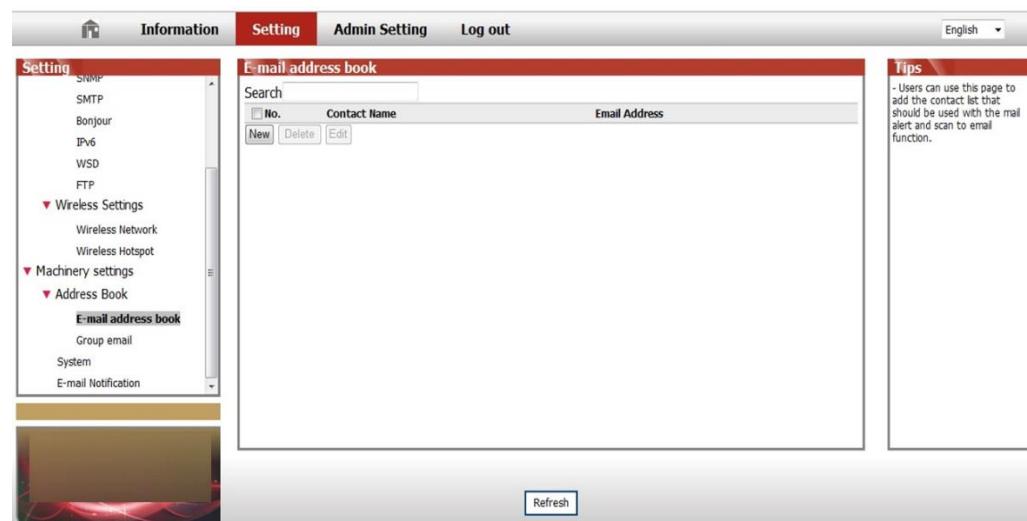
1. Scan to E-mail

Users can scan monochrome or color documents as attachments to E-mail application. Operation steps as follows:

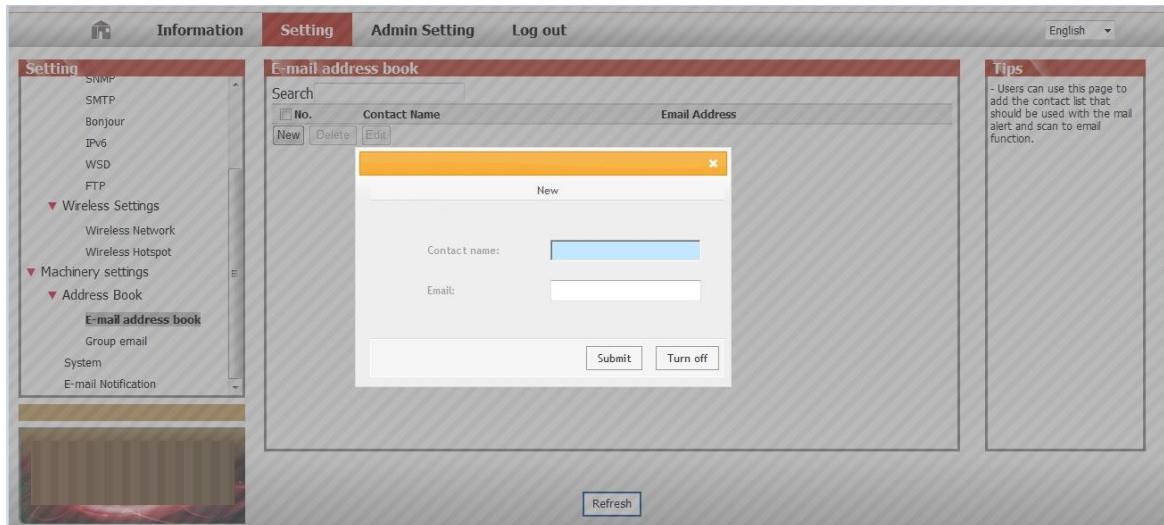
- ① Type the IP address in the Web browser & web address bar to access the embedded Web server of the printer.
- ② Click on "Setting"—"SMTP" to set the relative parameters of the SMTP Protocol; After finishing setting, click on "Apply" to save.



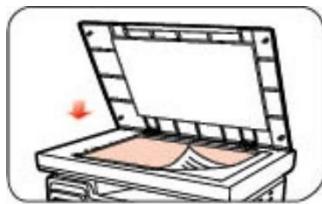
- ③ Click on "E-mail Address Book" in the left setting column to enter into the settings interface of the email.



④ Click on "New" and the following window will pops up, edit the name of contacts ,input the E-mail address and then click on "Submit".



⑤ Put the document on the platen.



⑥ Press "Scan" button on the control panel, and press "▲" or "▼" to select "1. Single Page Scan" or "2. Merge Scan", then press "OK" button.

⑦ In the "1. Scan To" interface, press "OK" button.

⑧ Press "▲" or "▼" to select "Scan to E-mail" and press "OK" button.

⑨ Press "▲" or "▼" to select "E-mail Address Book" or "Group Mail" and press "OK" button.

⑩ Press "▲" or "▼" to select address or group and then press "OK" button; press "Start" button to start scan.

Please follow these instructions on the settings for group emails:

Set the group name for group e-mail sending by webpage, and set the members, i.e.the receivers, in the group of group email. After finishing scanning, firmware will send the scanned documents to the mail server. Then mail server sends the documents to every member of the group.

## 2. Scan to FTP

Scanning to FTP requires a network environment. Users can scan comparatively large files online. Users need to log in FTP server with user name and password and install IIS Component on the computer.

1) Operation Steps:

① Type the IP address in the Web browser's address bar to access the embedded Web server of the printer.

② Click on "Setting" - "FTP" to enter into FTP Setting interface.

Information    Setting    Admin Setting    Log out    English

**Setting**

- Network settings
  - Protocol Settings
    - IPv4
    - RAW/LPD
    - SNMP
    - SMTP
    - Bonjour
    - IPv6
    - WSD
    - FTP**
  - Wireless Settings
    - Wireless Network
    - Wireless Hotspot
- Machinery settings

**FTP**

No.	Service name	FTP server
New		
Delete		
Edit		

Refresh

**Tips**  
- This page provides configuration on FTP server

③ Click "New", the following window will pop up. Set the relative parameters of the FTP Protocol. After complete setting, click on "Submit".

Information    Setting    Admin Setting    Log out    English

**Setting**

- Network settings
  - Protocol Settings
    - IPv4
    - RAW/LPD
    - SNMP
    - SMTP
    - Bonjour
    - IPv6
    - WSD
    - FTP**
  - Wireless Settings
    - Wireless Network
    - Wireless Hotspot
- Machinery settings

**FTP**

**New**

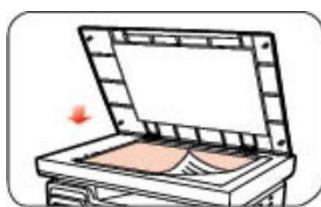
Service name:	
FTP server:	
FTP subcatalog:	
Port No.:	21
Login name:	anonymous
Password:	
Confirm password:	

Submit   Turn off

Refresh

**Tips**  
- This page provides configuration on FTP server

④ Put the document on the platen.



⑤ Press "Scan" button on the control panel, press "▲" or "▼" to select "1. Single Page Scan" or "2. Merge Scan" and press "OK" button.

⑥ In the "1. Scan To" interface, press "OK" button.

⑦ Press "▲" or "▼" to select "Scan to FTP" and press "OK" button.

⑧ Press "▲" or "▼" to select the server and press "OK" button; Press "Start" button to start scan.



**Note:** The relative parameters setting of the FTP Protocol are as follows:

FTP Server: IP Address of the server (such as 10.10.145.100 )

Port Number: Default port number is 21

Login Name: For example, anonymous

Password: such as (anonymous login needs no password)

Confirm Password: For example (anonymous login needs no password)

Server Name: For example, Printon

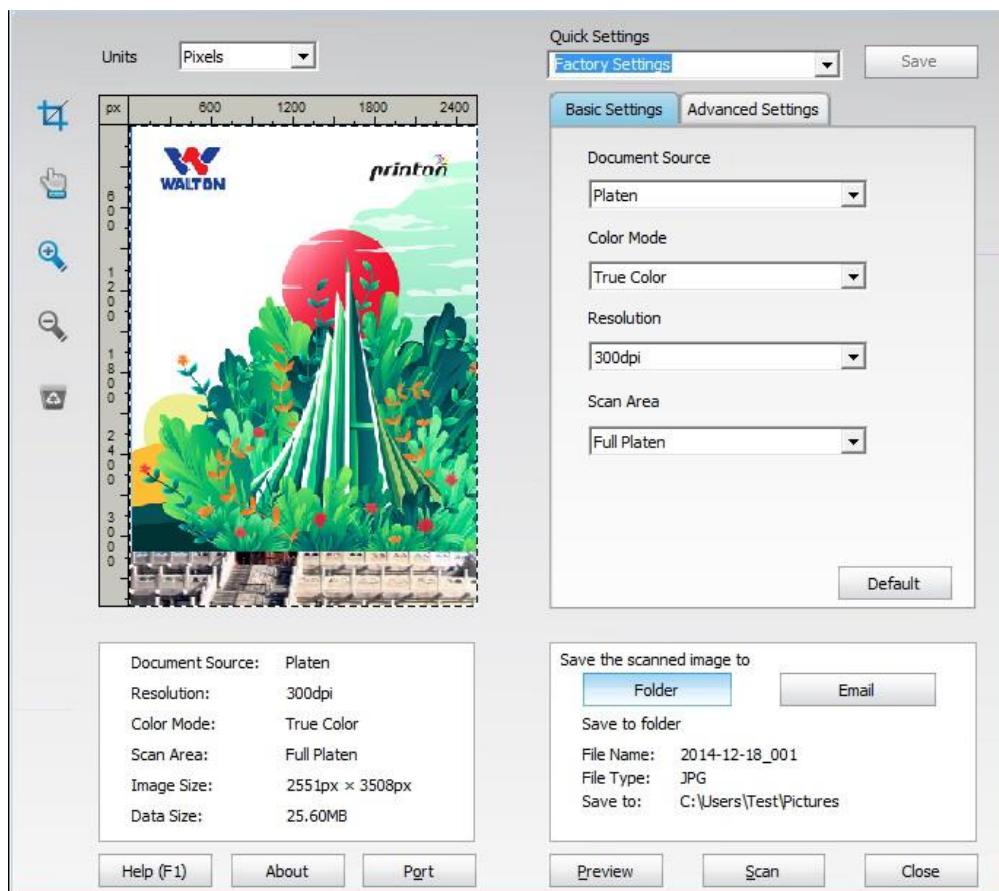
## 10.2. Pull Scan

### 10.2.1. Printon Scan Application

Operation Steps:

1) Double click on "Printon Scan Application" on the computer, the icon is shown as below:

2) The prompt window is shown as below:



3) Set Scan in the right list. Click "Scan" on the bottom right corner and start scan.



**Note:** Printon scan application software can scan pictures and support 5 formats of files: BMP, JPG, TIF, PDF, and PNG.

This product complies with the TWAIN and Windows Image Application (WIA) standard. If using the application which supports TWAIN and WIA standard, users can use the scan function and directly scan the images to the open application. The handbook requires Office Software (Word and Excel) and Photoshop, for example, to show the operation.

## 10.2.2. TWAIN Scan Driver

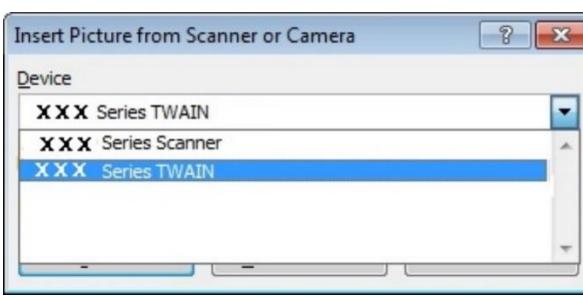
### 10.2.2.1. Office Software (Word and Excel)

Operation Steps:

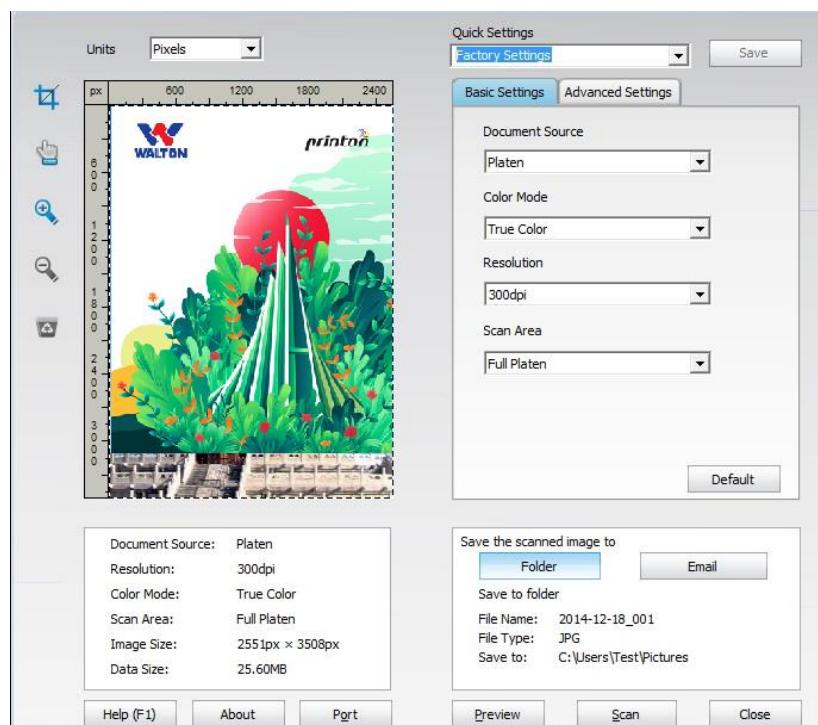
- 1) Keyboard shortcuts: Alt+I+P+S to open the application's window.



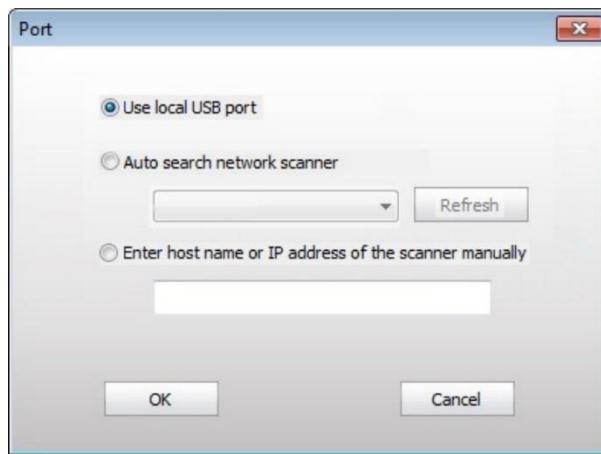
- 2) Click on "Device" option and select TWAIN Scan, click the "Custom Insert" button below.



- 3) After the window pops up, set the scan information in the right list of "Basic Setting" and "Advanced Setting". Click on "Scan" and start scan.



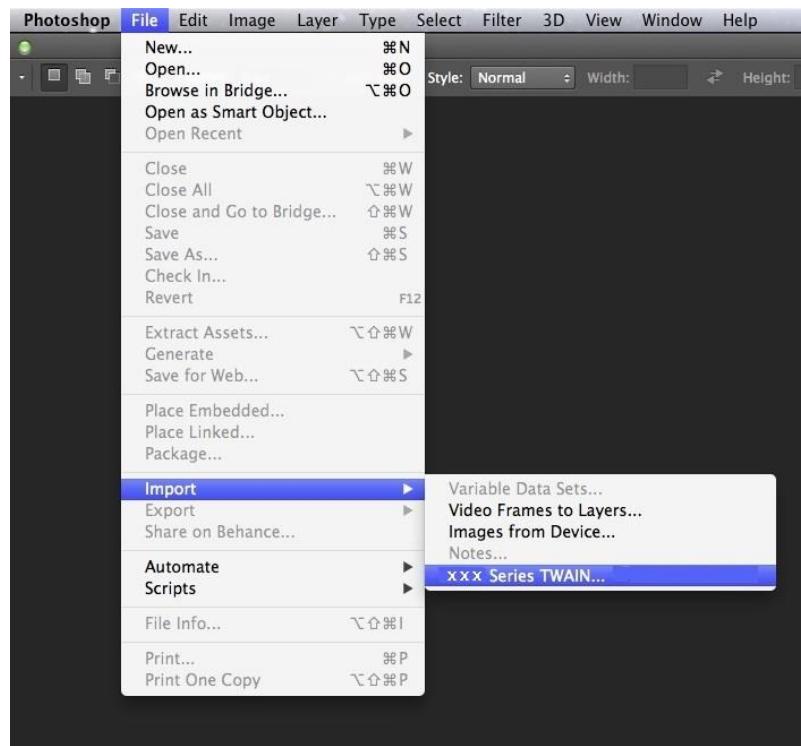
Note: Click on the "Port" below to select the scan port, which is shown as below:



### 10.2.2.2. Photoshop

Operation Steps:

- 1) Launch Photoshop, click on "File" - "Import" on the top left corner, select TWAIN Scan, as is shown below:



- 2) After the window pops up, please refer to Step 3 of [10.2.2.1](#) to see the specific operation steps.

### 10.2.3. WIA Scan Driver

#### 10.2.3.1. WIA1.0 Scan (Windows XP / Windows Server 2003)

##### 1. Office Software (Word and Excel)

Operation Steps:

- 1) Keyboard shortcuts: Alt+I+P+S to open the application's window.



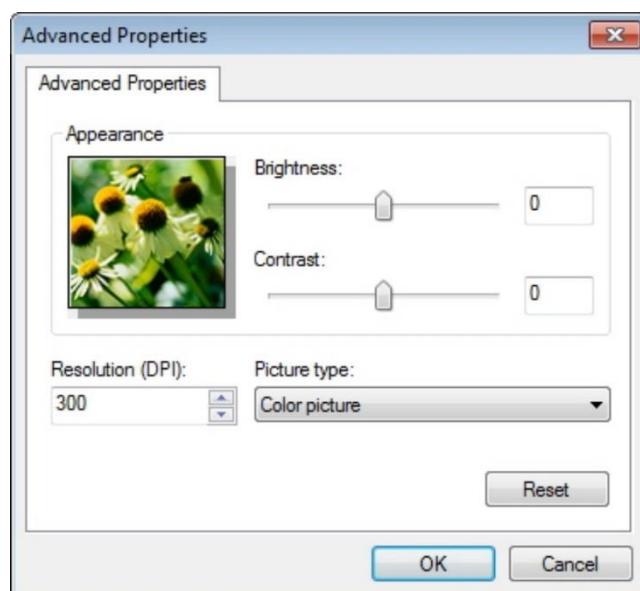
2) Click on "Device" and select WIA Scan, click the "Custom Insert" below.



3) The prompt window as is shown below, set the scan information.



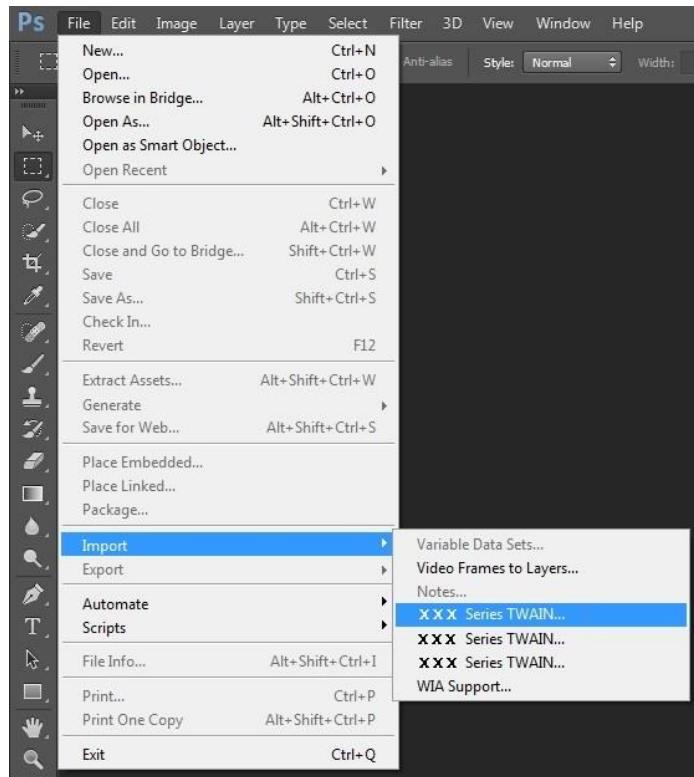
4) Click on "Adjust the Scanned Image Quality" on the bottom left corner of the above picture, the advanced properties interface will pop up, then users can set the scan; After finishing the settings, click on the "OK" button, then "Scan" button to start scan.



## 2.Photoshop

Operation Steps:

- 1) Launch Photoshop, click "File"- "Import" on the top left corner and select WIA Scan, as is shown below:

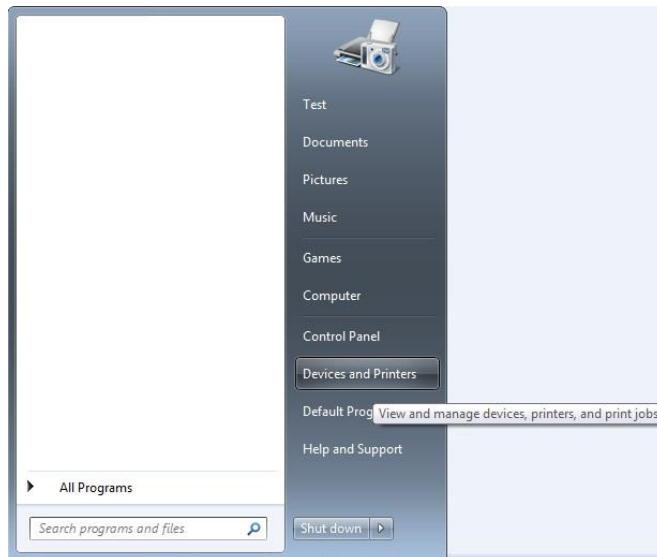


- 2) After the window pops up, please refer to Step 3 and Step 4 of [10.2.3.1](#) to see the specific operation steps.

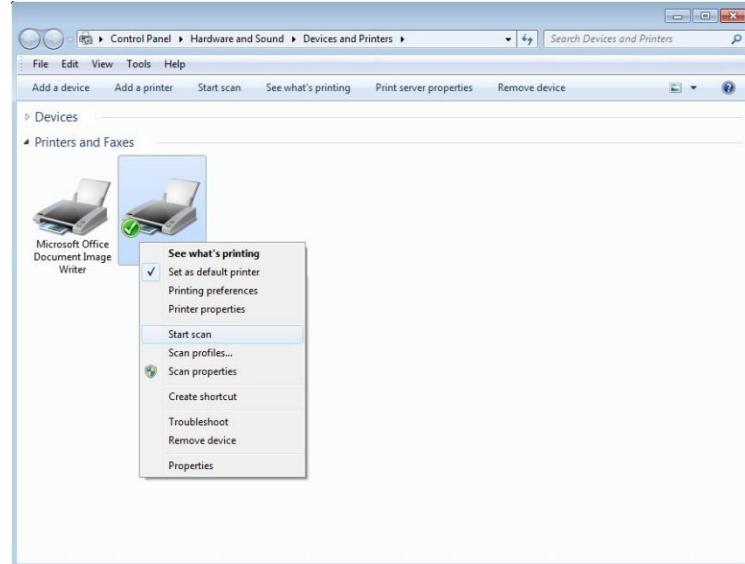
### 10.2.3.2. WIA 2.0 Scan (Windows Vista / Windows Server 2008 and later versions)

Operation Steps:

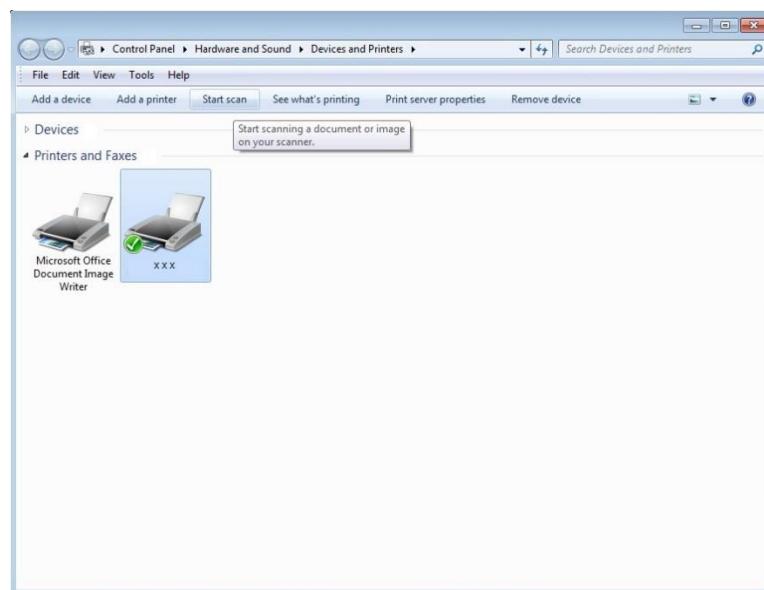
- 1) Click on "Start"- "All Programs"- "Device and Printer" on the left bottom of the desktop.



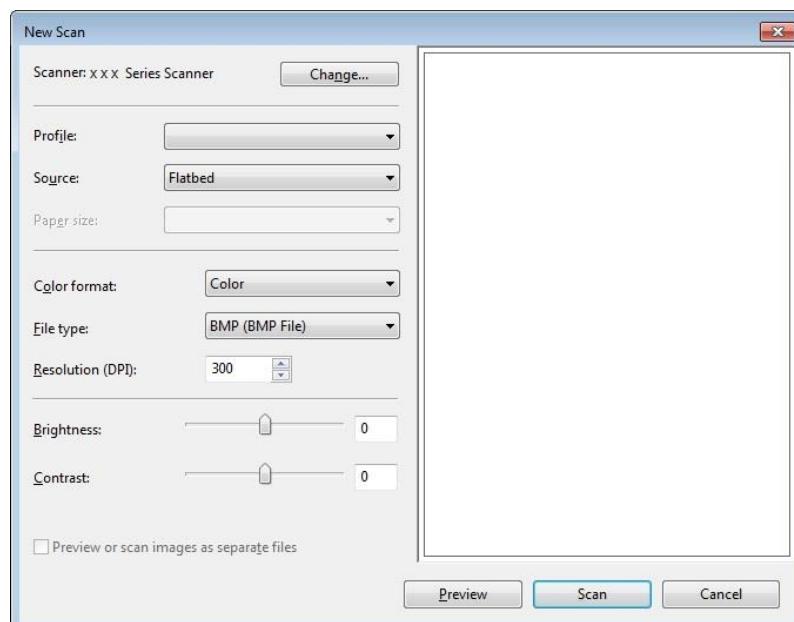
- 2) When the pop-up window appears, select the printer you want to use, and right click the mouse.



3) Click on "Start Scan" in the above option bar.



4) After the window pops up, set the scan and click "Scan" on the bottom right corner and start scan.



## 10.2.4. Cancel Scan Job

During the scanning, two ways are available to cancel the job:

- 1) Press "Cancel" button on the control panel to cancel the job.
- 2) Click Cancel button on the scan progress bar interface of the computer to cancel the job.

## 10.3. Mac System Scan

### 10.3.1. ICA Scan

#### 10.3.1.1. Open ICA via "Print and Scan"

Operation Steps:

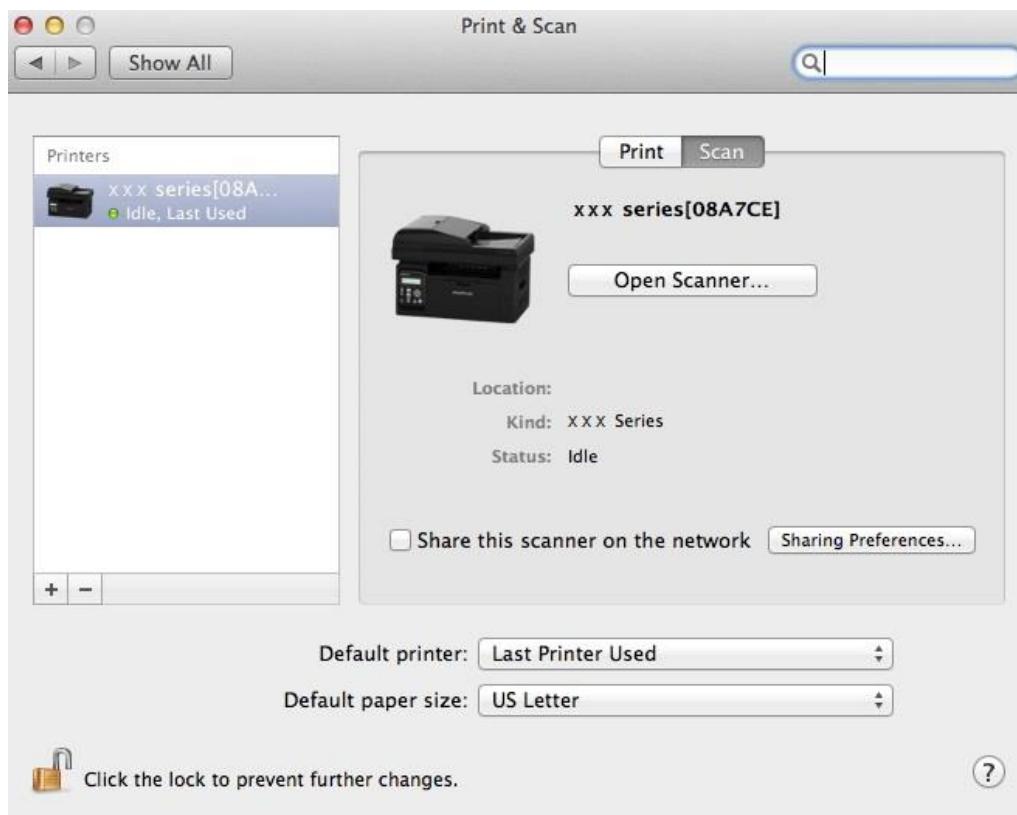
1. After installing the printer driver, click "System Preferences" icon on the bottom left corner of the computer desktop.



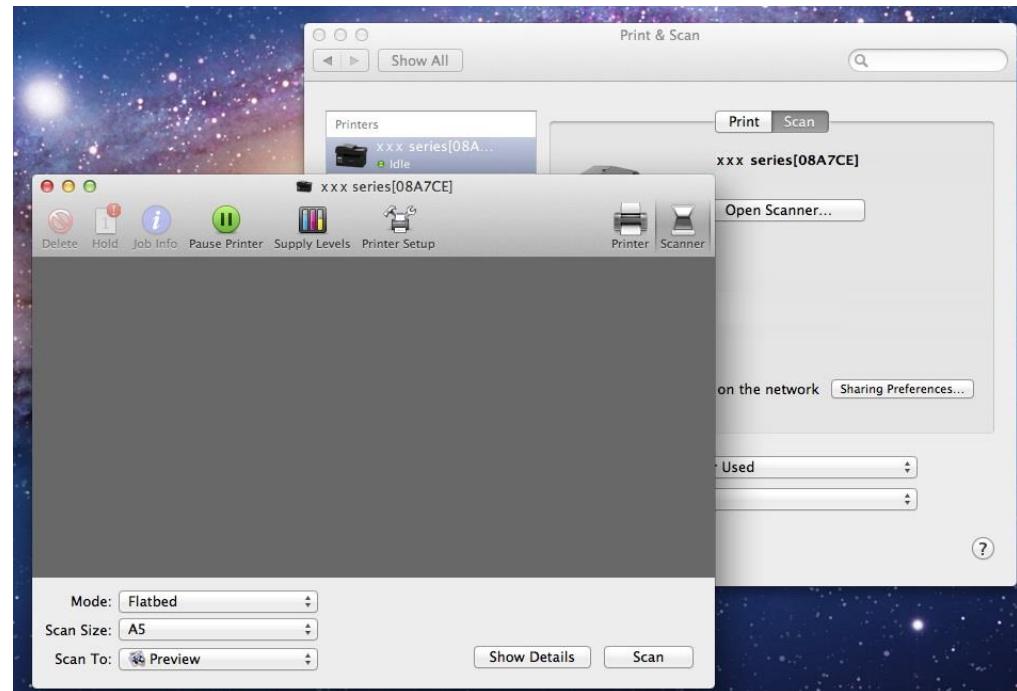
2. After the window pops up, click on "Print and Scan".



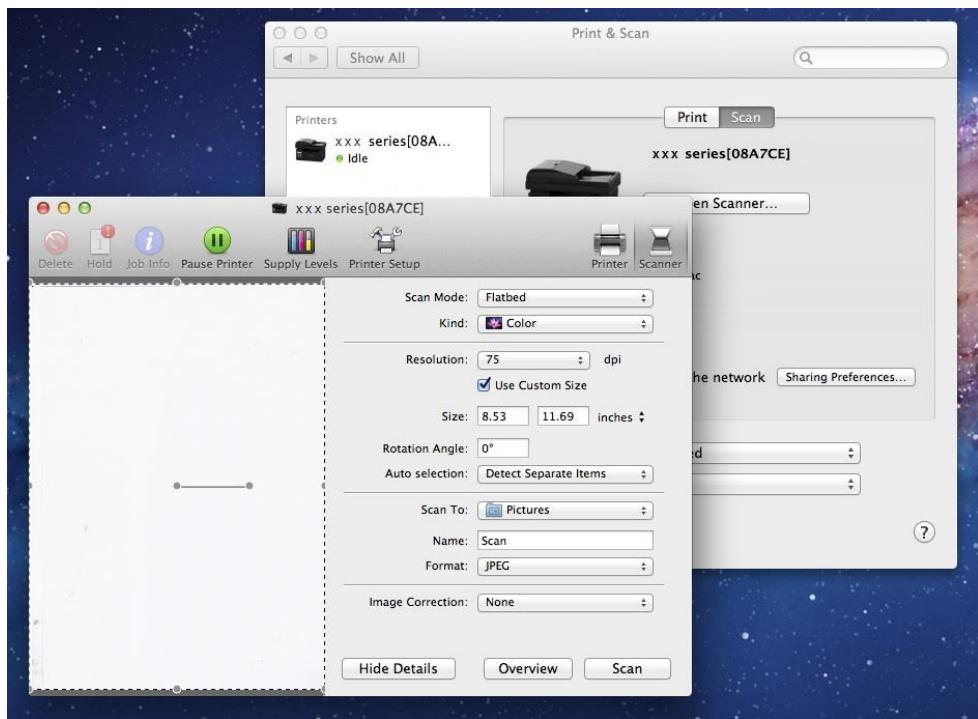
**3.** After the window pops up, click on "Scan".



**4.** Click on "Open Scanner" and the scan window will pop up.



5. Click on "Show Details" on the bottom right corner to set the scan parameters.



6. Click on "Scan" on the bottom right corner and start scan.

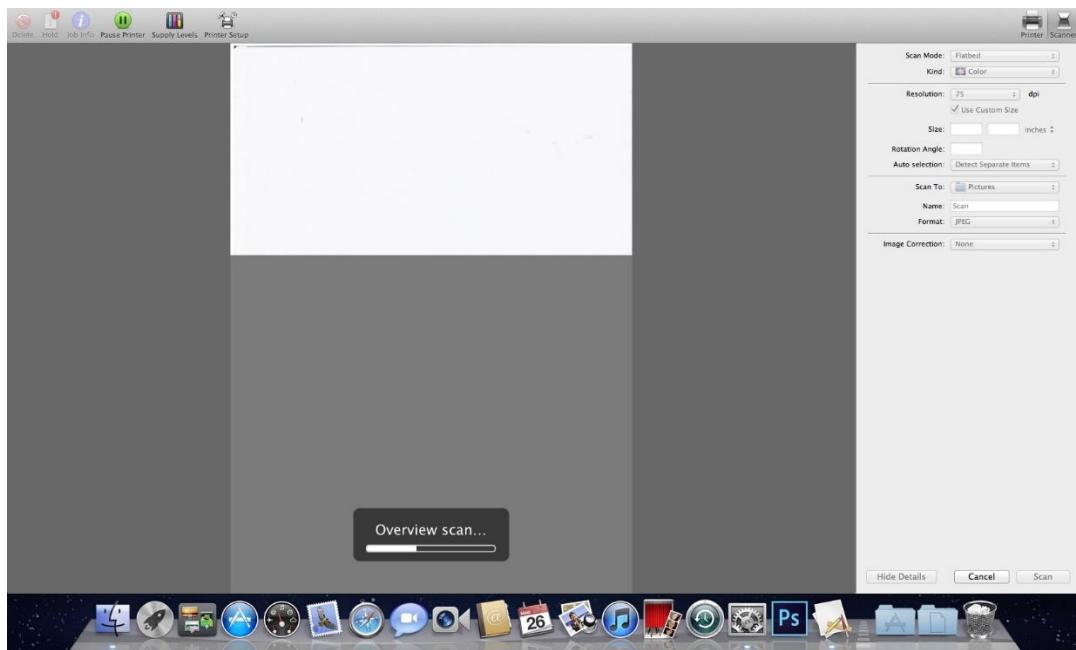
### 10.3.1.2. Call CIA through applications

Operation Steps:

- 1) Click on "Finder" icon on the bottom left corner of the computer desktop, or use keyboard shortcuts command+shift+C to open the window. Find "Image Capture" in "Applications" (or conduct keyboard shortcuts command+shift+A to directly switch to "Applications") and click to launch the application.



2) After selecting the printer in the left list, set the scan parameters in the right list. Click on "Scan" on the bottom right corner and start scan.

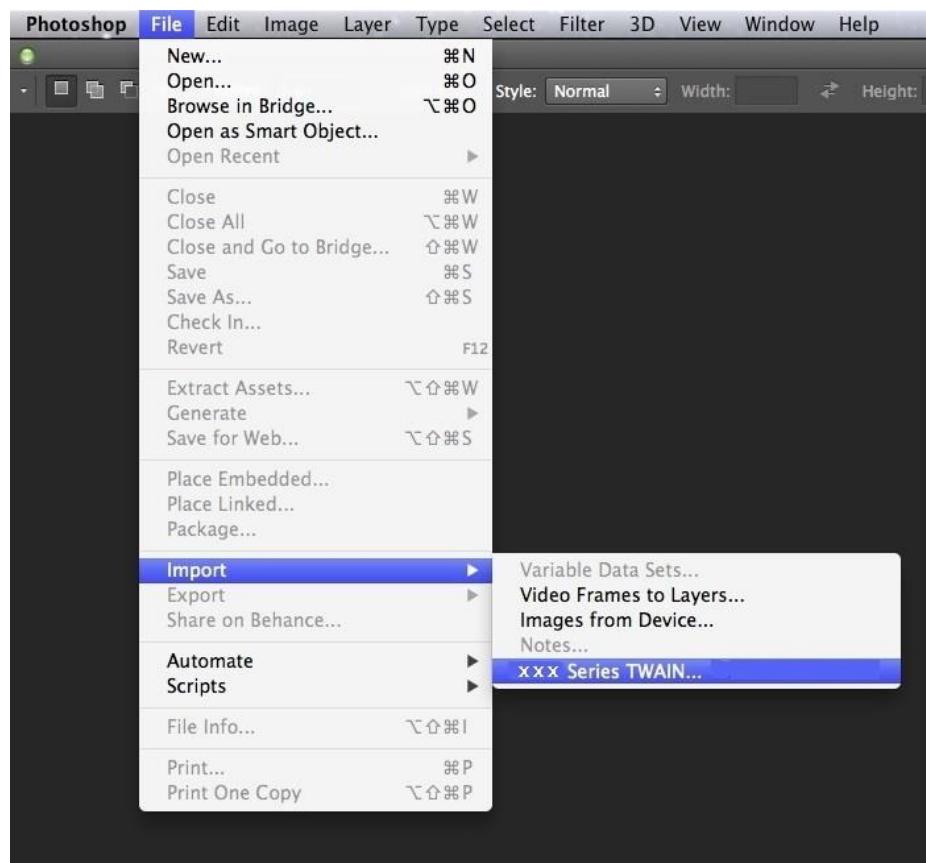


### 10.3.2. TWAIN Scan

Take Photoshop as an example.

Operation Steps:

1) Launch Photoshop, click on "File" - "Import" on the top left corner and select TWAIN Scan, as is shown below:



2) After the window pops up, please refer to Step 3 of [10.2.2.1](#) to see the specific operation steps.

# 11. Routine Maintenance

## 11.1. Cleaning the Printer

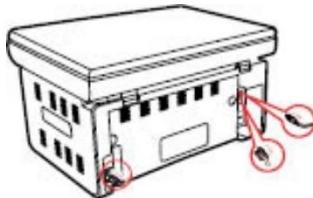


Note:

- Please use mild detergents.

Please clean the printer in accordance with the following steps:

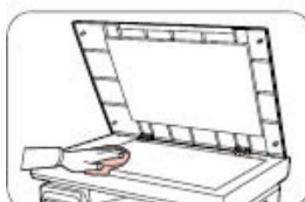
1. Turn off the main power switch and unplug the power cord, USB cable, phone cord and the network cable.



2. Use a soft cloth to wipe the outside of the printer and remove the dust.



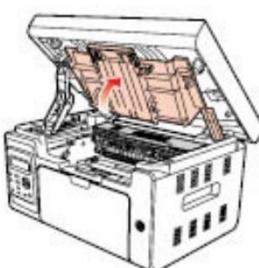
3. Raise the cover and gently wipe the platen glass with a soft cloth.



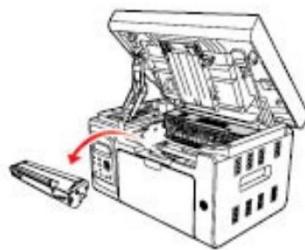
4. Raise the scanning platform until it is locked.



5. Open the output bin by the upper right ridge of the concave section.

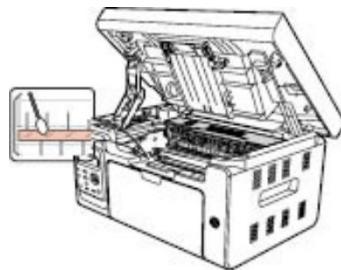


**6.** Remove the laser toner cartridge along the guides.



 **Note:** • When removing the laser toner cartridge, put the cartridge in a protective bag or wrap it with thick paper to avoid direct light damaging the photosensitive drum.

**7.** Gently wipe the dustproof mirror of laser scanning surface with a cotton swab or a dry and lint-free soft cloth with a little alcohol.



**8.** Clean the inside of the printer by using a dry and lint-free cloth to gently wipe the shaded area as shown in the picture below.



## 12.2. Maintenance of Laser Toner Cartridge

### 12.2.1. Use and Maintenance of Laser Toner Cartridge

For better print quality, please use the original Printon laser toner cartridge.

 **Note:** when using the laser toner cartridge, please pay attention to the following:

- Unless used immediately, otherwise, do not remove the laser toner cartridge from the package.
- Do not refill the laser toner cartridge without authorization. Otherwise, the resulting damage is not included in the printer warranty.
- Please store the laser toner cartridge under a cool and dry environment.
- Toner inside the laser toner cartridge is combustible. Please do not put the laser toner cartridge near any source of ignition, so as to avoid causing a fire.
- When removing or disassembling the laser toner cartridge, please pay attention to the toner leakage problem. In case of the toner leakage resulting in that the toner contacts with your skin or splashes into your eyes and mouth,

please immediately wash with clear water, and consult a doctor immediately if you feel unwell.

- When placing the laser toner cartridge, please keep it away from the area reachable by children.

## 12.2.2. Service Life of the Laser Toner Cartridge

Service life of the laser toner cartridge depends on the amount of toner that print jobs require.

When the LCD screen prompts that the toner is exhausted, it indicates that the cartridge life is expiring or has expired. To ensure the print quality, please timely replace with new laser cartridge.

## 12.2.3. Replace Laser Toner Cartridge

 **Note:** Before replacing the laser toner cartridge, please pay attention to the following:

- The laser toner cartridge surface may contain toner. Please remove it carefully to avoid spilling.
- Put the removed laser toner cartridge on a piece of paper to avoid the toner from accidentally spilling.
- After removing the protective cover, please immediately install the laser toner cartridge into the printer, so as to avoid photosensitive drum damage caused by exposing to too much direct sunlight or indoor light.
- While installing the laser toner cartridge, do not touch the surface of the photosensitive drum so as not to scratch it.

Replacement steps are as follows:

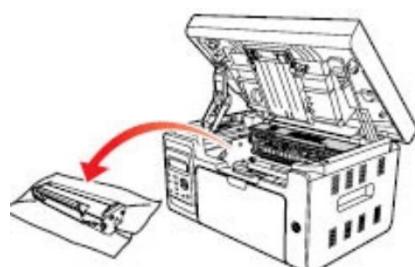
**1.** Turn off the printer and raise the scanning platform until it is locked.



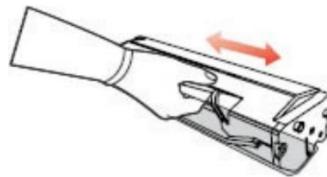
**2.** Open the output bin by the upper right ridge of the concave section.



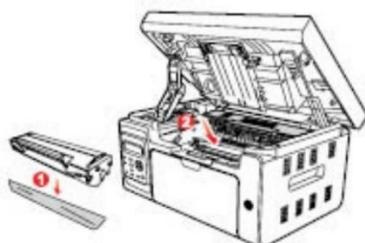
**3.** Remove the exhausted cartridge along the guides.



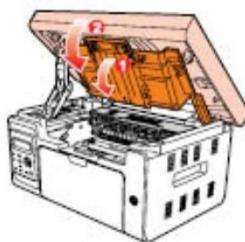
**4.** Open the package of a new laser toner cartridge, hold the handle of the cartridge and gently shake around 5 to 6 times, so as to make the toner evenly distributed inside the cartridge.



**5.** Remove the cartridge protector (blister cover), insert the cartridge along the guides into the printer, then push it firmly along the direction of the arrow until you hear a "click" assuring you that the cartridge is fully inserted.



**6.** Cover the output bin and close the scanning platform.



**7.** Restart the printer, and use the control panel to print an information page.

## 13. Troubleshooting

Please read this section carefully. It can help you solve common malfunctions in the printing process. If the problems appeared cannot be solved, please timely contact Printon Aftersales Service Center.

Prior to handling common trouble, first check that:

- Whether the power cord is connected correctly and the printer is powered on.
- Whether all protective parts are removed.
- Whether the laser toner cartridge is correctly installed.
- Whether the output bin is fully closed.
- Whether the paper is correctly loaded into the tray.
- Whether the interface cable is correctly connected between the printer and the computer.
- Whether the correct printer driver is selected and installed properly.
- Whether the computer port is properly configured and is connected to the proper printer port.

## 13.1. Clearing Jammed Paper

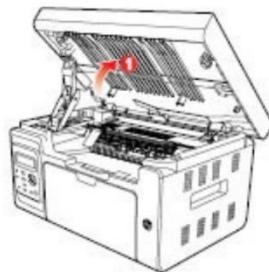
 **Note:** • Remove the jammed paper in accordance with the following steps, close the upper cover and tidy the paper in the tray, then the printer will automatically resume printing. If the printer cannot automatically start printing, please press the button on the control panel.

If the printer still does not start printing, please check whether all the jammed paper inside the printer is cleared.

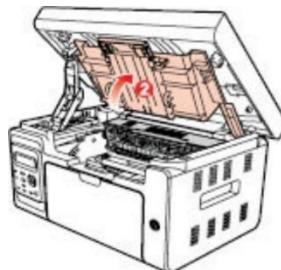
If you cannot remove the jammed paper yourself, please contact your local Printon Authorized Repair Center or send the printer to the nearest Printon Authorized Service Center for repair.

Please follow the following steps to clear the jammed paper if you are prompted of a paper jam by the LCD.

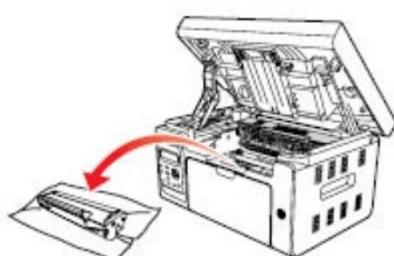
- 1) Raise the scanning platform until it is locked.



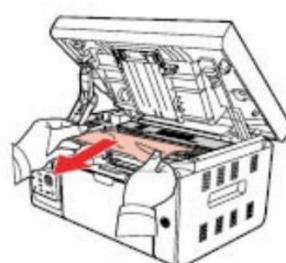
- 2) Open the output bin by the upper right ridge of the concave section.



- 3) Remove the laser toner cartridge along the guides.



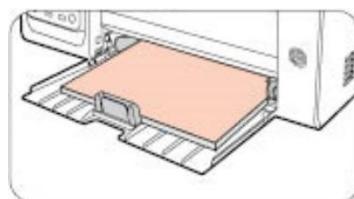
- 4) Gently draw the jammed paper out along the paper output direction.



5) After removing the jammed paper, insert the laser toner cartridge into the printer along the guides until you hear a "click" assuring you that the cartridge is fully inserted.



6) Neatly put the paper in the tray, and do not carry out the next print until the indicator light resumes print-ready status.



7) If you cannot remove the jammed paper yourself, please contact your local Printon Authorized Repair Center or send the printer to the nearest Printon Authorized Service Center for repair.

## 13.2. Error Message

Error message	Cause	Measure
Close Output Bin	The paper bin is not fully closed.	Close Output Bin.
No Laser Toner Cartridge Detected	The laser toner cartridge is installed incorrectly or laser toner cartridge is damaged.	The laser toner cartridge is installed correctly or new laser toner cartridge is replaced.
Toner Low	Cartridge toner is low	Replace New Laser Toner Cartridge
The toner cartridge life has expired	Cartridge toner is exhausted.	Replace New Laser Toner Cartridge
Feed jam	The print paper is loaded incorrectly. The paper is outside of the specification range.	Please correctly load the print paper.
Printer paper jam	The print paper is loaded incorrectly.	Please correctly load the print paper.
Scanner is Busy	With other scan jobs.	Please cancel the current scan job or wait for the completion of other scan jobs.
Scan failed	Scanner internal failure.	Please contact Printon Customer Service.
No paper in ADF	If you have selected ADF as the scan source, this message appears when you start a copy or scan job without loading	Please correctly load the print paper.

paper in the ADF.



**Note:**

- If the problem remains, please contact Printon Customer Service.

## 13.3. Common Troubleshooting

### 13.3.1. Common Trouble

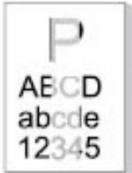
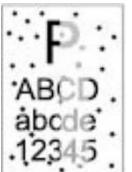
Trouble Type	Trouble	Cause	Solution
Problems in printing	Poor print quality	See <a href="#">13.3.2. Image Defects</a> .	See <a href="#">13.3.2. Image Defects</a> .
	Failed to copy	The scanner is damaged.	Please contact Printon Customer Service.
Problems in copying	Copy Image Abnormal	<ul style="list-style-type: none"><li>• The scanner is dirty or defective.</li><li>• The laser toner cartridge is dirty or damaged.</li></ul>	<ul style="list-style-type: none"><li>• Clean the scanner.</li><li>• Clean the laser toner cartridge or replace it with a new one.</li></ul>
Printer Problems	The printer does not work	<ul style="list-style-type: none"><li>• Power cord of the device is not properly connected.</li><li>• Data cable of the device is not properly connected.</li><li>• The print driver is installed incorrectly.</li><li>• The printer selected is not proper for printing.</li><li>• The LCD screen prompts error messages.</li></ul>	<ul style="list-style-type: none"><li>• Ensure proper connection of the power cord.</li><li>• Ensure proper connection of the data cable.</li><li>• Properly install the printer driver.</li><li>• Select the proper printer.</li></ul>
	Online printing does not work	<ul style="list-style-type: none"><li>• Data cable of the device is not properly connected.</li><li>• The printer driver is installed incorrectly.</li><li>• Printer internal failure.</li></ul>	<ul style="list-style-type: none"><li>• Ensure proper connection of the data cable.</li></ul> <p>Reinstall the printer driver.</p>
Problems in scanning	Scanning error	<ul style="list-style-type: none"><li>• Data cable of the device is not properly connected.</li><li>• The scan driver is installed incorrectly.</li><li>• The LCD screen prompts error messages.</li></ul>	<ul style="list-style-type: none"><li>• Ensure proper connection of the data cable.</li><li>• Reinstall the scan driver.</li></ul>
Problems in Handling Paper	Paper feed failure	<ul style="list-style-type: none"><li>• The print media is loaded incorrectly.</li><li>• The print media is beyond the usage specification range.</li><li>• The feed roller is dirty.</li></ul>	<ul style="list-style-type: none"><li>• Please correctly load the print media. If you use special print media for printing, please print with the manual feeder tray.</li><li>• Please use the print media within the specification range.</li><li>• Clean the feed roller.</li></ul>

Paper Jam	<ul style="list-style-type: none"> <li>• Too much paper in the tray.</li> <li>• The print media is beyond the usage specification range.</li> <li>• There is foreign matter in the feed channel.</li> <li>• The feed roller is dirty.</li> <li>• Internal parts failure.</li> </ul>	<ul style="list-style-type: none"> <li>• Remove excess paper from the tray. If you print on special print media, please use the manual feeder tray.</li> <li>• Make sure to use the paper that meets specifications.</li> <li>• If you print on special print media, please use the manual feeder tray.</li> <li>• Clean the feed channel.</li> <li>• Clean the feed roller.</li> </ul>
Print with multipage fed in	<ul style="list-style-type: none"> <li>• Excessive static electricity on the print media.</li> <li>• The print media is damp or sticks together.</li> <li>• Internal parts failure.</li> </ul>	<ul style="list-style-type: none"> <li>• Re-separate the print media to eliminate some static electricity. It is suggested that you use the recommended print media.</li> <li>• Re-separate the print media or use new print media.</li> </ul>



**Note:** • If the trouble still cannot be shoted after the above operations, please contact Printon Customer Service.

### 13.3.2. Image Defects

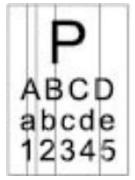
Trouble	Cause	Solution
 The printout is whitish or light	<ul style="list-style-type: none"> <li>• Toner is low.</li> <li>• The print media does not meet usage specification, such as the media is damp or too rough.</li> <li>• The resolution in the print program is set too low, concentration setting is too low, or toner saving mode is ticked.</li> <li>• The laser toner cartridge is damaged.</li> </ul>	<ul style="list-style-type: none"> <li>• Please properly use the print media within the specification range.</li> <li>• Set the print resolution, concentration, or cancel ticked toner saving mode in the program.</li> </ul>
 Toner spots	<ul style="list-style-type: none"> <li>• The laser toner cartridge is dirty or leaks toner.</li> <li>• The laser toner cartridge is damaged.</li> <li>• The print media that does not meet usage specification is used. For example, the media is damp or too rough.</li> <li>• The feed channel is dirty.</li> <li>• If toner spots appear when copying and scanning, the platen glass may be dirty.</li> <li>• The scanner is dirty or damaged.</li> </ul>	<ul style="list-style-type: none"> <li>• Please use the print media within the specification range.</li> <li>• Clean the feed channel.</li> <li>• Clean the platen glass.</li> </ul>
 White spots	<ul style="list-style-type: none"> <li>• The print media that does not meet usage specification is used. For example, the media is damp or too rough.</li> <li>• The feed channel is dirty.</li> <li>• The internal part of the laser toner cartridge is damaged.</li> <li>• The reflective glass of the laser inside the printer is dirty.</li> <li>• The scanner is damaged.</li> </ul>	<ul style="list-style-type: none"> <li>• Please use the print media within the specification range.</li> <li>• Clean the feed channel.</li> <li>• Clean the reflective glass of the laser.</li> </ul>



Toner comes off

- The print media that does not meet usage specification is used. For example, the media is damp or too rough.
- The inside of the printer is dirty.
- The laser toner cartridge is damaged.
- The internal part of the printer is damaged.

- Please use the print media within the specification range.
- Clean the inside of the printer.



Black vertical stripes

- The laser toner cartridge is dirty.
- The internal part of the laser toner cartridge is damaged.
- The reflective glass of the laser inside the printer is dirty.
- The feed channel is dirty.
- If black vertical stripes appear when copying or scanning, the scanner or the platen glass may be dirty.
- Scanner Light bulb has smudges.
- The scanner is damaged.

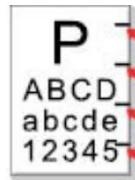
- Clean the reflective glass of the laser at the back of the printer.
- Clean the feed channel at the back of the printer.
- Clean the scanner or the platen glass.



Black background  
(gray background)

- The print media that does not meet usage specification is used. For example, the media is damp or too rough.
- The laser toner cartridge is dirty.
- The internal part of the laser toner cartridge is damaged.
- The feed channel is dirty.
- The transfer voltage inside the printer is abnormal.
- Scanning exposure.
- If black background or gray background appears when copying and scanning, the platen glass may be dirty.

- Please use the print media within the specification range.
- Clean the feed channel inside the printer.
- Please close the cover on the manuscript, and then carry out copying and scanning.
- Clean the platen glass.



Cyclical traces appear

- The laser toner cartridge is dirty.
- The internal part of the laser toner cartridge is damaged.
- The fuser component is damaged.

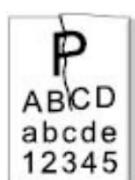
- Clean the laser toner cartridge or replace it with a new one.
- Please contact Printon Customer Service to repair and replace the fuser component.



Skewed pages

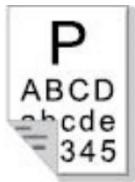
- The print media is loaded incorrectly.
- The feed channel of the printer is dirty.

- Ensure correct loading the print media.
- Clean the feed channel inside the printer.



- The print media is loaded incorrectly.
- The print media does not meet the usage specification.
- The feed channel inside the printer is dirty.
- The fuser component of the printer is damaged.

- Ensure correct loading the print media.
- Please use the print media within the specification range for printing.
- Clean the feed channel inside the printer.



The back of the printout is dirty

- The laser toner cartridge is dirty.
- The transfer roller inside the printer is dirty.
- The transfer voltage inside the printer is abnormal.

- Clean the laser toner cartridge or replace it with a new one.
- Clean the internal transfer components of the printer.



Whole page dark

- The laser toner cartridge is installed incorrectly.
- The internal part of the laser toner cartridge is damaged.
- Abnormal charge inside the printer; the laser toner cartridge is not charged.
- If all-black image appear when copying and scanning, maybe it is scanning exposure, and the cover on the manuscript is not properly closed.
- The scanner is damaged.

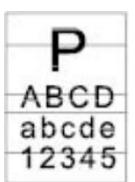
- Ensure to install the cartridge correctly.
- Please first close the cover on the manuscript, and then carry out copying and scanning.



The toner does not adhere to the paper

- The print media that does not meet usage specification, such as the media is damp or too rough.
- The inside of the printer is dirty.
- The laser toner cartridge is damaged.
- The internal part of the printer is damaged.

- Please use the print media within the specification range.
- Clean the inside of the printer.



Horizontal stripes

- The laser toner cartridge is incorrectly installed.
- The laser toner cartridge might be damaged.
- The internal part of the printer is damaged.

- Ensure to install the cartridge correctly.



Note:

- The above troubles can be handled by cleaning or replacing the laser toner cartridge. If the problem remains, please contact Printon Customer Service.

## 14. Menu Structure

With the help of menu structure of this printer on the panel menu, you may know and set various functions. The steps of printing are as follows:

1. Press "Menu" to enter the menu setting interface.
2. Press "▲" or "▼" to select "Info. report".
3. Press "OK" and then "▲" or "▼" to select "Prt Menu Frame".
4. Press "OK" to print.

# 15. Product Specifications

## Overview of the Specifications

Product Size (W*D*H)	417mm*305mm*244mm
Product Weight	about 7.5Kg (No wrappage, with random cartridges)
Print Environment	Preferred Temperature Range for Printing: 10-32°C (50°F-90°F) Preferred Moisture Range for Printing: 20% - 80%
Power Voltage	AC220~240V (-15%, +10%), 50Hz/60Hz; 3A
Noise	Print: ≤54dB Standby: ≤30dB
Power Consumption	Print: Average 370W, Maximum750W Standby: ≤45W Networked standby: ≤3.5W
Operating System	Microsoft Windows Server2003/Server2008/Server2012/XP/Vista/Windows7/Windows8/Windows8.1/Windows10 (32/64 Bit) macOS 10.6/10.7/10.8/10.9/10.10/10.11 Linux (with limitation on version)
Communication interface	Hi-speed USB 2.0 100Base-Tx Ethernet Wi-Fi 802.11b/g/n
Processor	600MHz
Memory	128MB/256MB

## **Print Specifications**

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Print Speed PMF22: (A4 20/22ppm)/(Letter 21/23ppm)

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Print Time of First Page <7.8sec

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Print Language GDI

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## **Copy Specifications**

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Copy Speed 22cpm (A4)/23cpm (Letter)

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FCOT Flatbed <10 seconds

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Maximum Pages for Successive Print 99 pages

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Zoom Ratio 25%~400%

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Other Copy Functions ID copy, Receipt copy, N-up copy, Clone copy

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## **Scan Specifications**

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Scan Type Flatbed

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Maximum Scan Size Flatbed: 216×297mm

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Chromoscan Yes

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Scan Output Function Scan to E-mail, PC, FTP

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# **Thank You**

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