

Menu overview

The control panel provides access to various menus to set up the machine or use the machine's functions.

Accessing the menu



- An checked (✓) appears next to the currently selected menu.
- Some menus may not appear on the display depending on options or models. If so, it is not applicable to your machine.
- Some menu names may differ from your machine depending on its options or the models.
- The menus are described in the Advanced Guide (see "Useful Setting Menus" on page 168).

- 1 Press **Menu**() button on the control panel.
- 2 Press the arrows until the needed menu item appears and press **OK**.
- 3 If the setting item has sub menus, repeat step 2.
- 4 Press **OK** to save the selection.
- 5 Press  (**Stop/Clear**) to return to the ready mode.

Menu overview

Information (see "Information" on page 170)	Layout (see "Layout" on page 171)	Paper (see "Paper" on page 172)	Graphic (see "Graphic" on page 173)
Configuration	Orientation	Copies	Resolution
Demo Page	Portrait	Tray[x] ^b	Standard
Network Configuration	Landscape	Paper Size	High Resolution
Supplies Information	Margin	Paper Type	Clear Text
Usage Counter	Common Margin	MP Tray	Off
Account ^a	MP Tray	Paper Size	Minimum
Menu Map	Tray[x] ^b	Paper Type	Medium
PCL Font	Emulation Margin	Paper Source	Maximum
PS Font	Duplex	Auto	Edge Enhancement
	Off	Tray[x] ^b	Off
	Long Edge	MP Tray	Normal
	Short Edge	Tray Confirm	Maximum
		Tray[x] ^b	Auto CR
		MP Tray	

a. This is used only available when Job Accounting is enabled from the SyncThru™ Web Admin Service.

b. [tray type] indicates the tray number.

Menu overview

System Setup (see "System Setup" on page 174)		Emulation (see "Emulation" on page 177)	Image Management (see "Image Management" on page 178)
Date & Time Date Format Clock Mode Language Default Paper Power Save Wakeup Event Job Timeout Held Job Timeout Altitude Adjustment Humidity Job Rescheduling Auto Continue Auto Tray Switch Paper Substitution Tray Protection Tray Mode Skip Blank Pages	Maintenance CLR Empty Msg.^a Supplies Life RAM Disk^b Paper Low Alert Toner Save Quiet Mode Eco Settings Auto Power Off Filing Policy	Emulation Type Setup	Custom Color Default Print Density

a. This option only appears when small amount of toner is left in the cartridge.
b. Some menus may not appear on the display depending on options or models. If so, it is not applicable to your machine.

Menu overview

Network (see "Network" on page 179)		Direct USB (see "Direct USB" on page 180)	Job Management ^a (see "Job Management" on page 181)	Admin Setup (see "Admin Setup" on page 182)
TCP/IP (IPv4)	Protocol Management	Print From	Active Job	Stamp
DHCP	NFC	File Manage	Secure Job	Stamp Activate
BOOTP	Network Configuration	Show Space	Stored Job	Item
Static	Clear Setting			Text Size
TCP/IP (IPv6)				Opacity
IPv6 Protocol				Position
DHCPv6 Config				Change Admin Password
Ethernet				Firmware Upgrade
Ethernet Port				Import Setting
Ethernet Speed				Export Setting
802.1x				Secure Print ^c
Wi-Fi ^b				Supplies Management
Wi-Fi On/Off				Toner Low Alert
Wi-Fi Settings				
WPS				
Wi-Fi Direct				
Wi-Fi Signal				
CLR Wi-Fi set.				

a. This option is available when the optional memory installed or RAM Disk is checked.

b. This option is available when the optional Wireless/NFC kit installed.

c. This option is available when the System Setup > Maintenance > RAM Disk is enabled.

Machine's basic settings



- You change the machine's setting set in the machine from Samsung Easy Printer Manager program or SyncThru™ Web Service.
 - If your machine is connected to the local, you can set the machine's setting from **Samsung Easy Printer Manager > Advanced Setting > Device Settings** (see "Using Samsung Easy Printer Manager" on page 214).
 - If your machine is connected to the network, you can set the machine's setting from **SyncThru™ Web Service > Settings tab > Machine Settings** (see "Using SyncThru™ Web Service" on page 207).

After installation is complete, you may want to set the machine's default settings.

To change the machine's default settings, follow these steps:



It may be necessary to press **OK** to navigate to lower-level menus for some models.

- 1 Select **☰(Menu) > System Setup** on the control panel.
- 2 Select the option you want, then press **OK**.
 - **Language:** Change the language that is displayed on the control panel.
 - **Date & Time:** You can set the time and date. They are printed on reports. If, however, they are not correct, you need to change it for the correct time being.



Enter the correct time and date using arrows or numeric keypad (see "Keypad letters and numbers" on page 185).

- Month = 01 to 12
- Day = 01 to 31
- Year = requires four digits
- Hour = 01 to 12
- Minute = 00 to 59

- **Clock Mode:** You can set your machine to display the current time using either a 12 hours or 24 hours format.
- **Power Save:** When you are not using the machine for a while, use this feature to save power.



- When you press the power button or start printing, the product will wake up from the power saving mode.
- When you press any button except power button, the machine wake up from the power save mode. Press **☰(Menu) > System Setup > Wakeup Event > On** on the control panel.

- **Altitude Adjustment:** Print quality is affected by atmospheric pressure, which atmospheric pressure is determined by the height of the machine above sea level. Before you set the altitude value, determine the altitude where you are (see "Altitude adjustment" on page 184).

- 3 Select the option you want, then press **OK**.

Machine's basic settings

- 4 Press **OK** to save the selection.
- 5 Press  (**Stop/Clear**) to return to the ready mode.



Refer to below links to set other settings useful for using the machine.

- See "Setting the paper size and type" on page 43.
- See "Keypad letters and numbers" on page 185.

Media and tray

This chapter provides information on how to load print media into your machine.



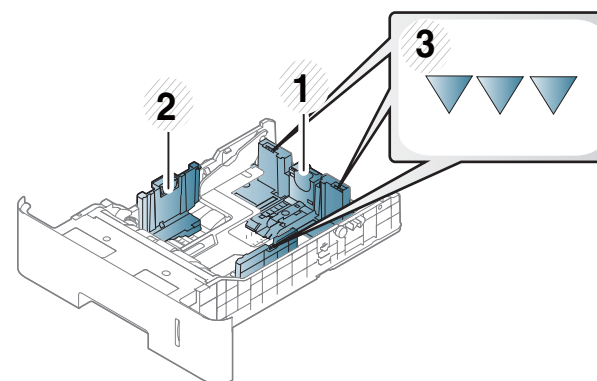
- Using print media that does not meet these specifications may cause problems or require repairs. Such repairs are not covered by Samsung's warranty or service agreements.
- Make sure not to use the inkjet photo paper with this machine. It could cause damage to the machine.
- Using inflammable print media can cause a fire.
- Use designated print media (see "Print media specifications" on page 99).
- Make sure not to use the inkjet photo paper with this machine. It could cause damage to the machine.



The use of inflammable media or foreign materials left in the printer may lead to overheating of the unit and, in rare cases may cause a fire.

Tray overview

To change the size, you need to adjust the paper guides.



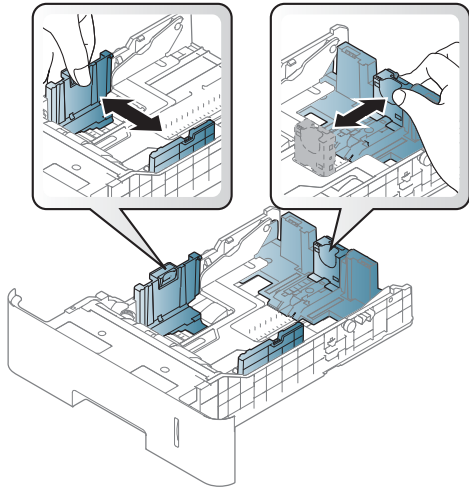
- 1** Paper length guide
- 2** Paper width guide
- 3** Paper limit mark

Media and tray



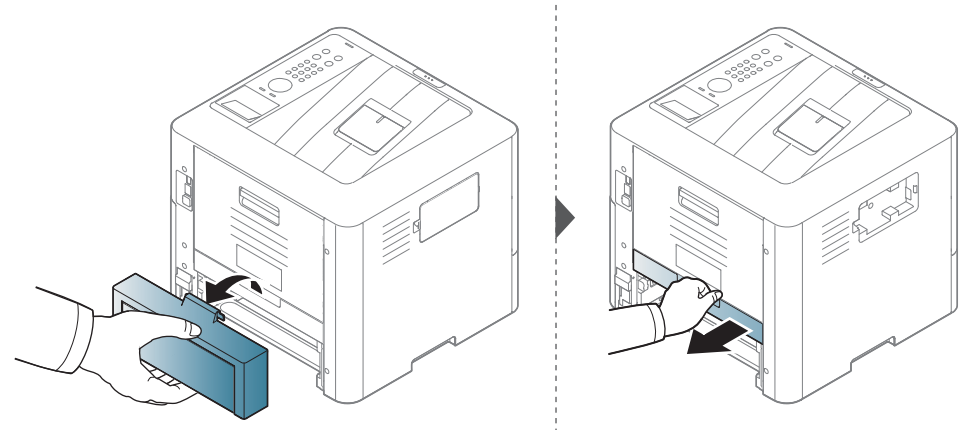
For Legal-sized paper

Push button as shown and pull out the tray.



If you do not adjust the guide, it may cause paper registration, image skew, or jamming of the paper.

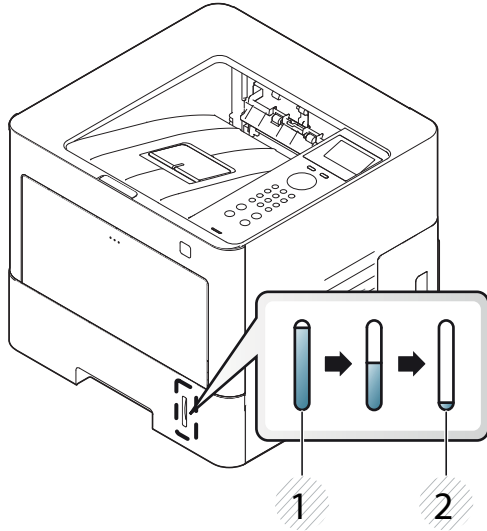
The duplex unit is preset to Letter/LGL or A4 size, depending on your country. To change the paper size, adjust the guides as shown below.



Media and tray



Paper quantity indicator shows the amount of paper in the tray.

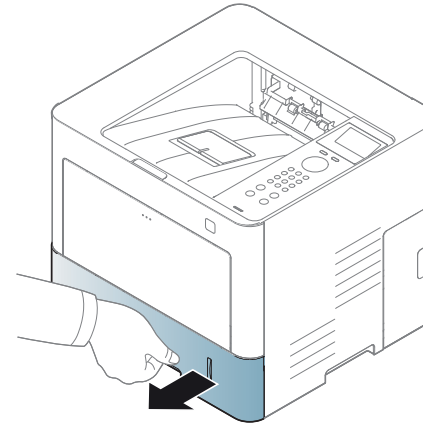


1 Full

2 Empty

Tray 1 / optional tray

- 1 Pull out the paper tray.



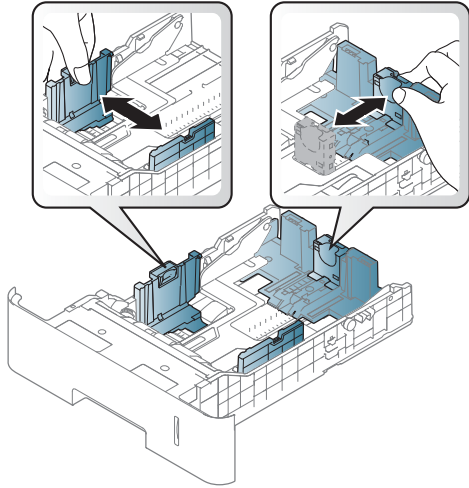
Loading paper in the tray



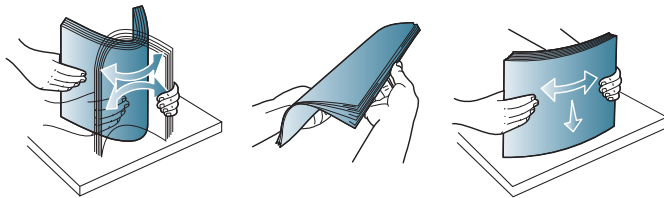
The procedure is same for all optional trays.

Media and tray

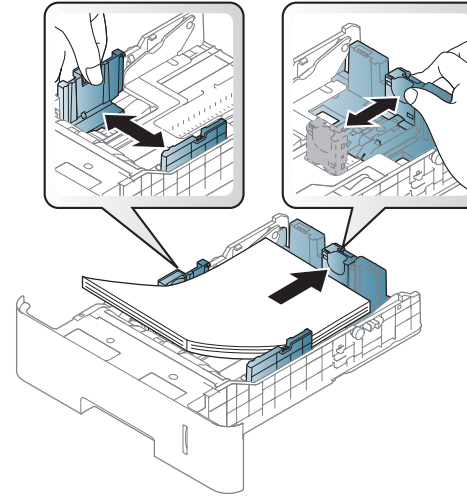
- 2** Squeeze the paper width guide and paper length lever to locate them in the correct paper size slot marked at the bottom of the tray to adjust to the size (see "Tray overview" on page 32).



- 3** Flex or fan the edge of the paper stack to separate the pages before loading papers.



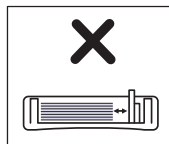
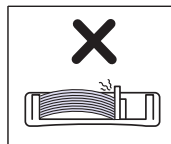
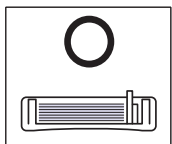
- 4** After inserting paper into the tray, squeeze the paper width guides and paper length guide.



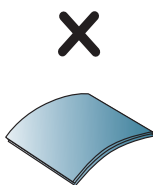
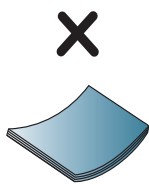
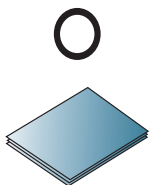
Media and tray



- Do not push the paper width guide too far causing the media to warp.
- If you do not adjust the paper width guide, it may cause paper jams.

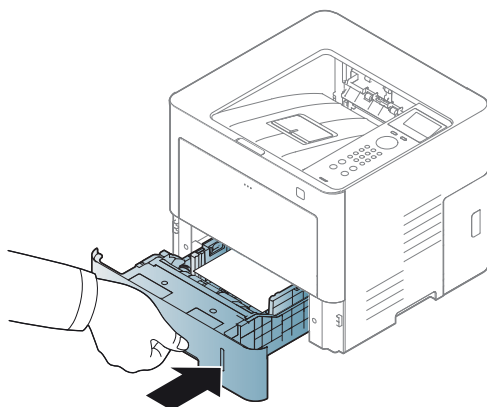


- Do not use a paper with a leading-edge curl, it may cause a paper jam or the paper can be wrinkled.



5

Insert the tray back into the machine.



6

When you print a document, set the paper type and size for the tray (see "Setting the paper size and type" on page 43).

Multi-purpose tray

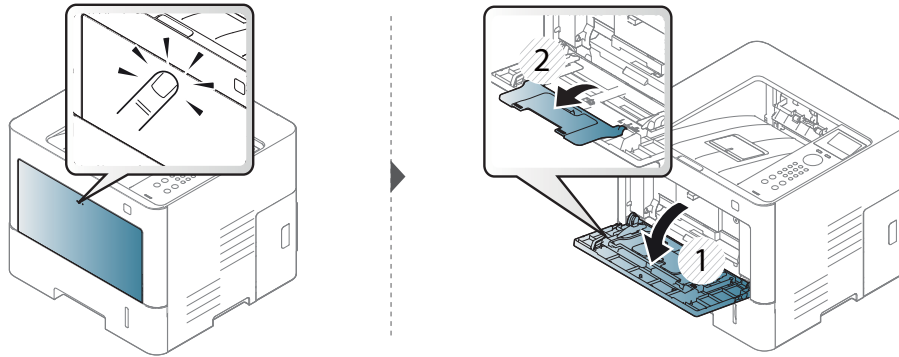
The Multi-purpose tray can hold special sizes and types of print material, such as postcards, note cards, and envelopes (see "Print media specifications" on page 99).

Tips on using the Multi-purpose tray

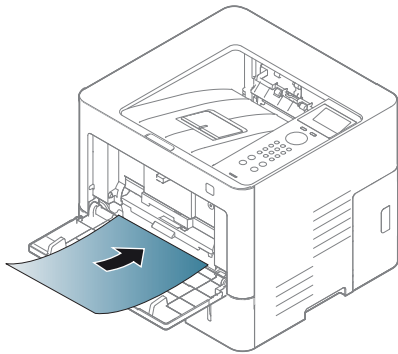
- Load only one type, size and weight of print media at a time in the Multi-purpose tray.
- To prevent paper jams, do not add paper while printing when there is still paper in the Multi-purpose tray. This also applies to other types of print media.
- Always load the specified print media only to avoid paper jams and print quality problems (see "Print media specifications" on page 99).
- Flatten any curl on postcards, envelopes, and labels before loading them into the Multi-purpose tray.

Media and tray

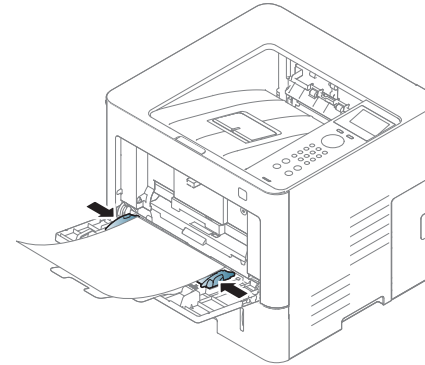
- 1 Press the push-release of multi-purpose tray and it down to open. Unfold the multi-purpose tray extension, as shown.



- 2 Load the paper.



- 3 Squeeze the Multi-purpose tray paper width guides and adjust them to the width of the paper. Do not force them too much, or the paper will bent resulting in a paper jam or skew.



- When printing the special media, you must follow the loading guideline (See "Printing on special media" on page 37).
- When papers overlap when printing using Multi-purpose tray, open tray 1 and remove overlapping papers then try printing again.

- 4 When you print a document, set the paper type and size for the Multi-purpose tray (see "Setting the paper size and type" on page 43).

Printing on special media

The table below shows the special media usable in tray.

Media and tray

The paper setting in the machine and driver should match to print without a paper mismatch error.



The paper setting in the machine and driver should match to print without a paper mismatch error.

- You change the paper setting set in the machine from Samsung Easy Printer Manager program or SyncThru™ Web Service.
 - If you machine is connected to the local, you can set the machine's setting from **Samsung Easy Printer Manager > Advanced Setting > Device Settings** (see "Using Samsung Easy Printer Manager" on page 261).
 - If your machine is connected to the network, you can set the machine's setting from **SyncThru™ Web Service > Settings tab > Machine Settings** (see "SyncThru™ Web Service" on page 248).
- You can set it using **[Menu] > Paper > select the tray you want > Paper Size or Paper Type** on the control panel.

To see for paper weights for each sheet, refer to "Print media specifications" on page 99.

Types	Tray 1	Optional tray ^a	Multi-purpose tray
Plain	●	●	●
Thick	●	●	●
Thicker			●
Thin	●	●	●
Bond	●	●	●
Color	●	●	●
CardStock	●	●	●

Types	Tray 1	Optional tray ^a	Multi-purpose tray
Labels	●	●	●
Envelope	●	●(Tray 2 only)	●
Preprinted	●	●	●
Cotton	●	●	●
Recycled	●	●	●
Archive	●	●	●
Letterhead	●	●	●
Punched	●	●	●

a. This is feature is available when you install and optional tray (see "Variety feature" on page 7).

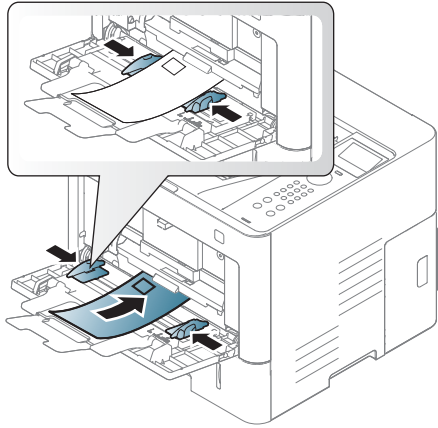
(●: Supported, Blank: Not supported)

Envelope

Printing successfully on envelopes depends upon the quality of the envelopes.

Media and tray

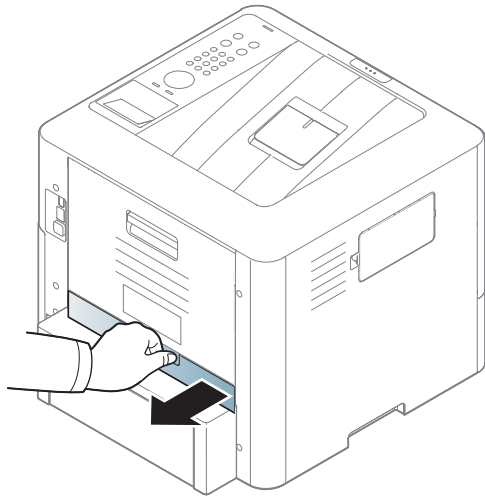
To print an envelope, place it as shown in the following figure.



Media and tray

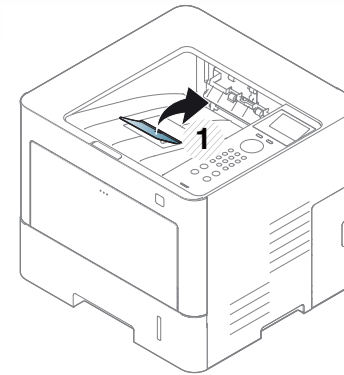


- If envelopes are printed out with wrinkles, creases, or black bold lines, open the rear cover and pull down the pressure lever on the right side about 90 degrees and try printing again. Keep the rear cover opened during printing.



1 Pressure lever

- When you are printing on an envelope, close the output support. Otherwise, paper jam may occur.

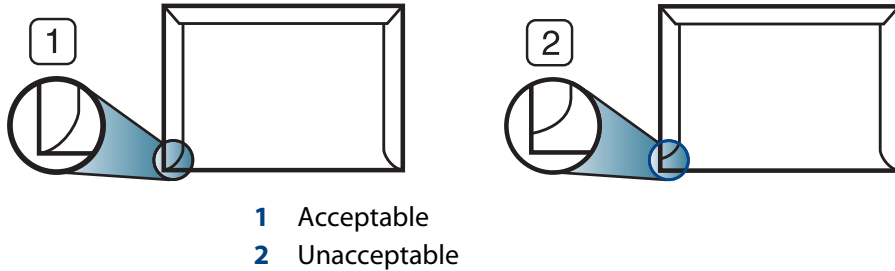


1 Output support

- When selecting envelopes, consider the following factors:
 - **Weight:** should not exceed 90 g/m² otherwise; jams may occur.
 - **Construction:** should lie flat with less than 6 mm curl and should not contain air.
 - **Condition:** should not be wrinkled, nicked, nor damaged.
 - **Temperature:** should resist the heat and pressure of the machine during operation.
- Use only well-constructed envelopes with sharp and well-creased folds.
- Do not use stamped envelopes.
- Do not use envelopes with clasps, snaps, windows, coated lining, self-adhesive seals, or other synthetic materials.
- Do not use damaged or poorly made envelopes.

Media and tray

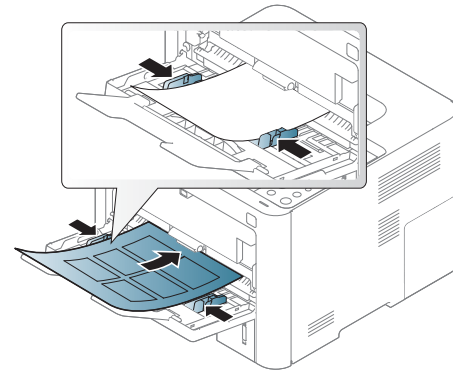
- Be sure the seam at both ends of the envelope extends all the way to the corner of the envelope.



- Envelopes with a peel-off adhesive strip or with more than one flap that folds over to seal must use adhesives compatible with the machine's fusing temperature for 0.1 second about 170°C (338 °F). The extra flaps and strips might cause wrinkling, creasing, or jams, and may even damage the fuser.
- For the best print quality, position margins no closer than 15 mm from the edges of the envelope.
- Avoid printing over the area where the envelope's seams meet.

Labels

To avoid damaging the machine, use only labels designed for use in laser printers.

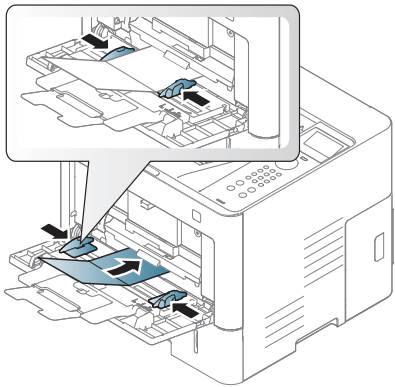


- When selecting labels, consider the following factors:
 - **Adhesives:** Should be stable at your machine's fusing temperature about 170°C (338°F).
 - **Arrangement:** Only use labels with no exposed backing between them. Labels can peel off sheets that have spaces between the labels, causing serious jams.
 - **Curl:** Must lie flat with no more than 13 mm of curl in any direction.
 - **Condition:** Do not use labels with wrinkles, bubbles, or other indications of separation.
- Make sure that there is no exposed adhesive material between labels. Exposed areas can cause labels to peel off during printing, which can cause paper jams. Exposed adhesive can also cause damage to machine components.

Media and tray

- Do not run a sheet of labels through the machine more than once. The adhesive backing is designed for only a single pass through the machine.
- Do not use labels that are separating from the backing sheet or are wrinkled, bubbled, or otherwise damaged.

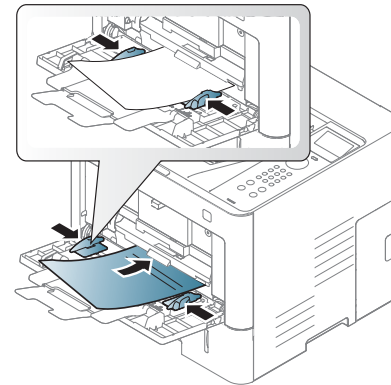
Card stock/ Custom-sized paper



- In the software application, set the margins to at least 6.4 mm (0.25 inches) away from the edges of the material.

Preprinted paper

When loading preprinted paper, the printed side should be facing up with an uncurled edge at the front. If you experience problems with paper feeding, turn the paper around. Note that print quality is not guaranteed.



- Must be printed with heat-resistant ink that will not melt, vaporize, or release hazardous emissions when subjected to the machine's fusing temperature for 0.1 second (about 170°C (338°F)).
- Preprinted paper ink must be non-flammable and should not adversely affect machine rollers.
- Before you load preprinted paper, verify that the ink on the paper is dry. During the fusing process, wet ink can come off preprinted paper, reducing print quality.

Media and tray

Setting the paper size and type

After loading paper in the paper tray, set the paper size and type using the display screen. For computer printing, select the paper size and type in the application program you use on your computer (see "Opening printing preferences" on page 46).



The paper setting in the machine and driver should match to print without a paper mismatch error.

- You change the paper setting set in the machine from Samsung Easy Printer Manager program or SyncThru™ Web Service.
 - If your machine is connected to the local, you can set the machine's setting from **Samsung Easy Printer Manager > Advanced Setting > Device Settings** (see "Using Samsung Easy Printer Manager" on page 214).
 - If your machine is connected to the network, you can set the machine's setting from **SyncThru™ Web Service > Settings tab > Machine Settings** (see "Using SyncThru™ Web Service" on page 207).
- You can set it using **[Menu] > Paper > select the tray you want > Paper Size or Paper Type** on the control panel.

1 Select **[Menu] > Paper > select the tray you want > Paper Size or Paper Type** on the control panel.

2 Select the option you want.

3 Press **OK** to save the selection.

4 Press **⊗ (Stop/Clear)** to return to ready mode.



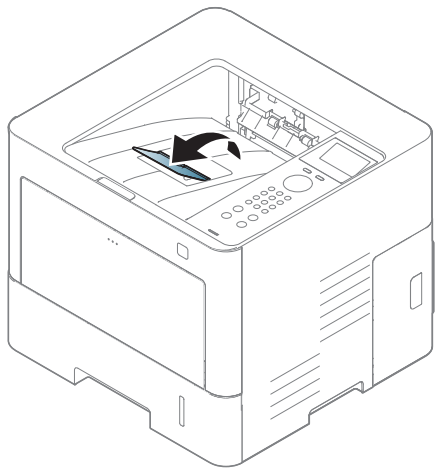
If you want to use special-sized paper such as billing paper, select the **Paper** tab > **Size > Edit...** and set **Custom Paper Size Settings** in the **Printing Preferences** (see "Opening printing preferences" on page 46).

Media and tray

Using the output support



The surface of the output tray may become hot if you print a large number of pages at once. Make sure that you do not touch the surface, and do not allow children near it.



The machine sends output to the output tray by default. The printed pages stack on the output support, and the output support will help the printed pages to align. Open the output support.

Basic printing



For special printing features, refer to the Advanced Guide (see "Using advanced print features" on page 187).

Printing

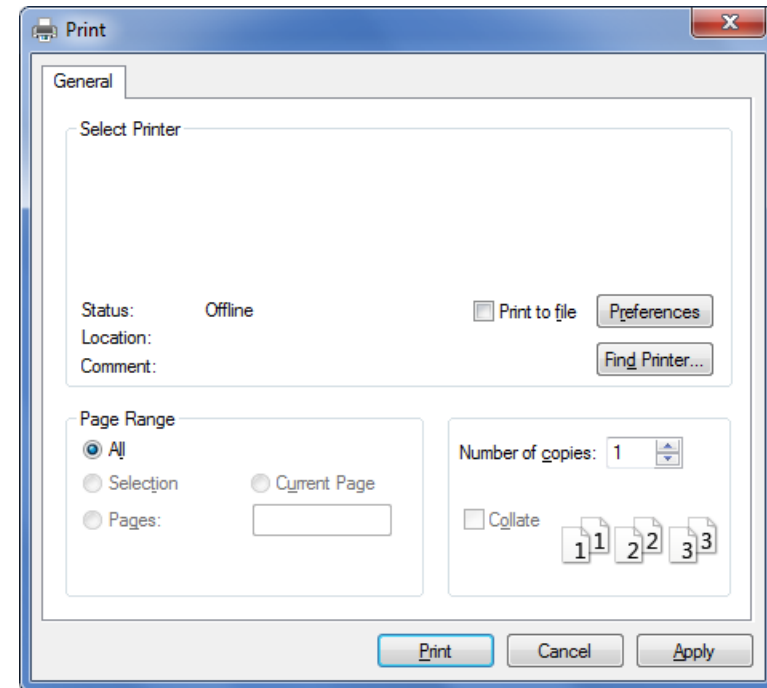


- Mac printing (see "Mac printing" on page 197).
- Linux printing (see "Linux printing" on page 199).
- UNIX printing (see "Unix printing" on page 200).

The following **Printing Preferences** window is for Notepad in Windows 7. Your **Printing Preferences** window may differ, depending on your operating system or the application you are using.

- 1 Open the document you want to print.
- 2 Select **Print** from the **File** menu.

- 3 Select your machine from the **Select Printer** list.



The basic print settings including the number of copies and print range are selected within the **Print** window.



To take advantage of the printer features provided by your printer driver, click **Properties** or **Preferences** in the application's **Print** window to change the print setting (see "Opening printing preferences" on page 46).

- 4 To start the print job, click **OK** or **Print** in the **Print** window.

Basic printing

Canceling a print job

If the print job is waiting in the print queue or print spooler, cancel the job as follows:

- You can access this window by simply double-clicking the machine icon () in the Windows task bar.
- You can also cancel the current job by pressing (⊗) (**Stop/Clear**) on the control panel.

Opening printing preferences

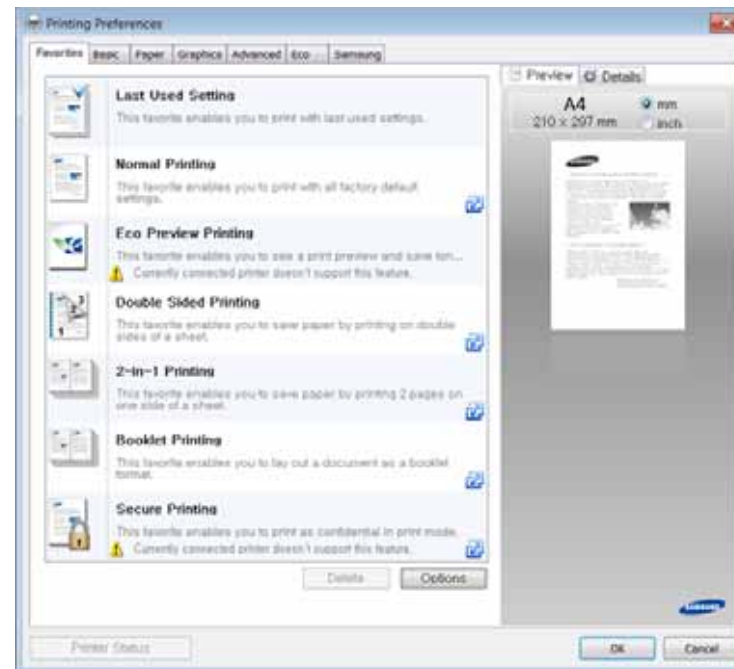


When you select an option in **Printing Preferences**, you may see a warning mark (⊗) or (⚠). An exclamation mark (⚠) means you can select that certain option but it is not recommended, and (⊗) mark means you cannot select that option due to the machine's setting or environment.

- 1 Open the document you want to print.
- 2 Select **Print** from the **file** menu.
- 3 Select your Printer driver from the **Select Printer** list.
- 4 Click **Properties** or **Preferences**.



The screenshot may differ depending on model.



- You can apply **Eco** features to save paper and toner before printing (see "Easy Eco Driver" on page 206).
- You can check the machine's current status pressing the **Printer Status** button (see "Using Samsung Printer Status" on page 216).
- The printer driver includes a user interface that is optimized for touchscreens. To use this UI, click **Samsung Printer Center** > **Device Options** and then select **Stylish User Interface** (see "Using Samsung Printer Center" on page 211).

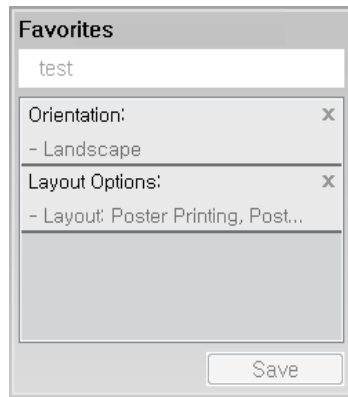
Basic printing

Using a favorite setting

The **Favorites** option, which is visible on each preferences tab except for **Favorites** tab and **Samsung** tab, allows you to save the current preferences for future use.

To save **Favorites** items, follow these steps:

- 1 Change the settings as needed on each tab.
- 2 Enter a name for the item in the **Favorites** input box.



- 3 Click **Save**.
- 4 Enter name and description, and then select the desired icon.
- 5 Click **OK**. When you save **Favorites**, all current driver settings are saved.



To use a saved setting, select it in the **Favorites** tab. The machine is now set to print according to the settings you have selected. To delete saved settings, select it in the **Favorites** tab and click **Delete**.

Using help

Click the option you want to know on the **Printing Preferences** window and press **F1** on your keyboard.

Basic printing

Eco printing

The **Eco** function reduces toner consumption and paper usage. The **Eco** function allows you to save print resources and lead you to eco-friendly printing.

If you press the **Eco** button from the control panel, Eco mode is enabled. The default setting of Eco mode is double-sided printing (long edge), multiple pages per side (2-up), skip blank pages, and toner save. Some features may not be available depending on the model.



- You change the machine's setting set in the machine from Samsung Easy Printer Manager program or SyncThru™ Web Service.
 - If you machine is connected to the local, you can set the machine's setting from **Samsung Easy Printer Manager > Advanced Setting > Device Settings** (see "Using Samsung Easy Printer Manager" on page 214).
 - If your machine is connected to the network, you can set the machine's setting from **SyncThru™ Web Service > Settings tab > Machine Settings** (see "Using SyncThru™ Web Service" on page 207).



Depending on the printer driver you use, Skip blank pages may not work properly. If Skip blank pages feature does not work properly, set the feature from the Easy Eco Driver (see "Easy Eco Driver" on page 206).

Setting Eco mode on the control panel

- 1 Select  (**Menu**) > **System Setup** > **Eco Settings** on the control panel.
- 2 Select the option you want and press **OK**.
 - **Default Mode:** Select this to turn on or off the Eco mode.
 - **Off:** Set the Eco mode off.
 - **On:** Set the Eco mode on.
- 3 Press **OK** to save the selection.
- 4 Press  (**Stop/Clear**) to return to ready mode.



If you set the Eco mode on with a password from the SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco Settings**) or Samsung Easy Printer Manager (**Device Settings** > **Eco**), the **On force** message appears. You have to enter the passcode to change the Eco mode status.

- **Select Temp.:** Follow the settings from Syncthru™ Web Service or Samsung Easy Printer Manager. Before you select this item, you must set the Eco function in SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco Settings**) or Samsung Easy Printer Manager (**Device Settings** > **Eco**).
 - **Default Settings:** The machine is set to **Default Eco** mode.
 - **Custom Settings:** Change any necessary values.

Basic printing

Setting eco mode on the driver



To take advantage of the advanced printing features, click **Properties** or **Preferences** from the **Print** window (see "Opening printing preferences" on page 46).

Open the **Eco** tab to set Eco mode. When you see the eco image (), that means the eco mode is currently enabled.

Eco options

- **Printer Default:** Follows the settings from the machine's control panel.
- **None:** Disables Eco mode.
- **Eco Printing:** To activate Eco mode, select **Double-Sided Printing**, **Layout**, **Color Mode**, **Skip Blank Pages**, and **Toner Save**. You want to use in eco mode to save on paper and toner usage. As long as you do not change the options from the other tabs, the document will be printed out as a set in the Eco mode with the selections you have chosen.
- **Password:** If the administrator fixed to enable the Eco mode, you have to enter the password to change the status.



Password button: You can set from SyncThru™ Web Service (**Settings** tab > **Machine Settings** > **System** > **Eco Settings**) or Samsung Easy Printer Manager (**Device Settings** > **Eco**), the password button is activated. To change the print settings, click on this button, enter the password or need to contact the administrator.

Result simulator

Result Simulator shows the results of reduced emission of carbon dioxide, used electricity, and the amount of saved paper in accordance with the settings you selected.

- The results are calculated on the basis that the total number of printed paper is one hundred without a blank page when the Eco mode is disabled.
- Refers to the calculation coefficient about CO₂, energy, and paper from **IEA**, the index of Ministry of Internal Affairs and Communication of Japan and www.remanufacturing.org.uk. Each model has a different index.
- The power consumption in printing mode refers to the average printing power consumption of this machine.
- The actual amount displayed is only an estimate as the actual amount may differ depending on the operating system used, computing performance, application software, connection method, media type [thickness], media size, job complexity, etc.

Basic printing

Secure printing



- Some menus may not appear on the display depending on options or models. If so, it is not applicable to your machine.
- You might not be able to print a complex document using the RAM disk. Install an optional memory to print a complex document.

When you use a printing device in an office, school or other public place, you can protect your personal documents or confidential information by using the secure printing feature.

Starting secure printing from the SyncThru™ Web Service

- 1 Access a web browser, such as Internet Explorer, from Windows.
Enter the machine IP address of your printer (http://xxx.xxx.xxx.xxx) in the address field and press the Enter key or click **Go**.
- 2 Click Login on the upper right of SyncThru™ Web Service website.
- 3 **Settings > Machine Settings > System > Ram Disk.**
- 4 Enable **Ram Disk**.



This features may not appear on the display depending on options or models. If so, it is not applicable to your machine.

Printing secure documents from the control panel

- 1 Select  (**Menu**) > **Job Management** > **Stored Job** on the printer's control panel.
- 2 Select the document to print.
- 3 Enter the password that you set from the printer driver.
- 4 Print the document.
- 5 Press  (**Stop/Clear**) to return to ready mode.