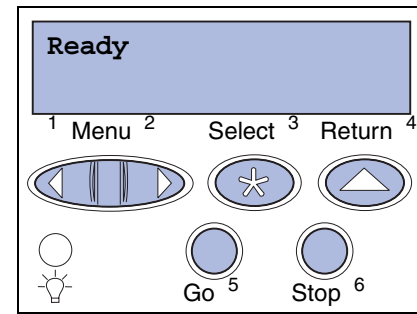


# Quick Reference Lexmark T Family Laser Printer

## Operator panel



### Press **Menu** to:

- Enter the menus from the ready state
- Scroll through menus or values
- Increase or decrease a numerical value
- Display the Job Menu or the Supplies Menu while the printer is busy

### Press **Select** to:

- Select the item on the second line of the display
- Save the selection as a new default setting

### Press **Return** to:

- Return to the previous menu level

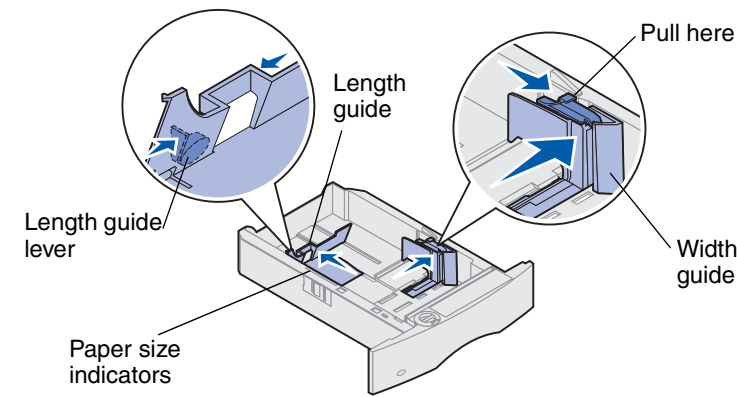
### Press **Go** to:

- Exit printer menus and return to the Ready state
- Clear messages

### Press **Stop** to:

- Temporarily stop all print activity without losing data

## Loading a paper tray



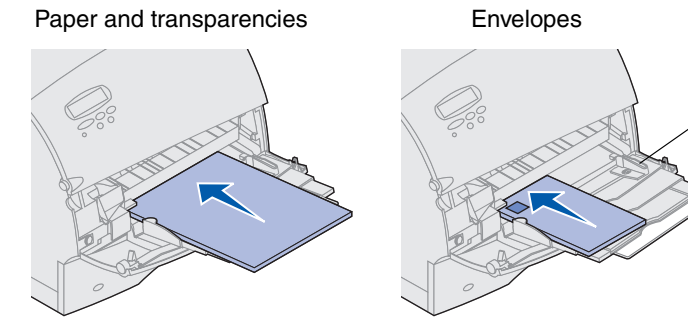
Complete these instructions to load print materials into any of the standard or optional trays. All paper trays are loaded the same way.

- 1 Remove the paper tray.
- 2 Pull the width guide tab and slide the width guide to the far right side of the tray.
- 3 Squeeze the length guide lever and slide the length guide to the correct position for the size paper you are loading.
- 4 Place the paper into the paper tray with the recommended print side face down for single-sided printing and face up for double-sided printing. Do not fill paper above the paper capacity mark (fill line).

Pull the width guide tab and slide the width guide to the left until it lightly rests against the edge of the paper stack.

## Loading the multipurpose feeder

- 1 Push the lower release latch.
- 2 Pull the metal bar out far enough to support your paper size.
- 3 Slide the paper width guide to the far right.



## Supported print material sizes and types

### Types

Plain Paper	Labels	Preprinted	Envelope
Card Stock	Bond	Colored Paper	
Transparency	Letterhead	Custom Type <x>	

### Sizes:

Letter	A4	B4	Folio*	9 Envelope
Legal	A5	JIS-B5	Statement*	DL Envelope
Executive				B5 Envelope
				C5 Envelope
				7 3/4 Envelope
				10 Envelope
				Other Envelope

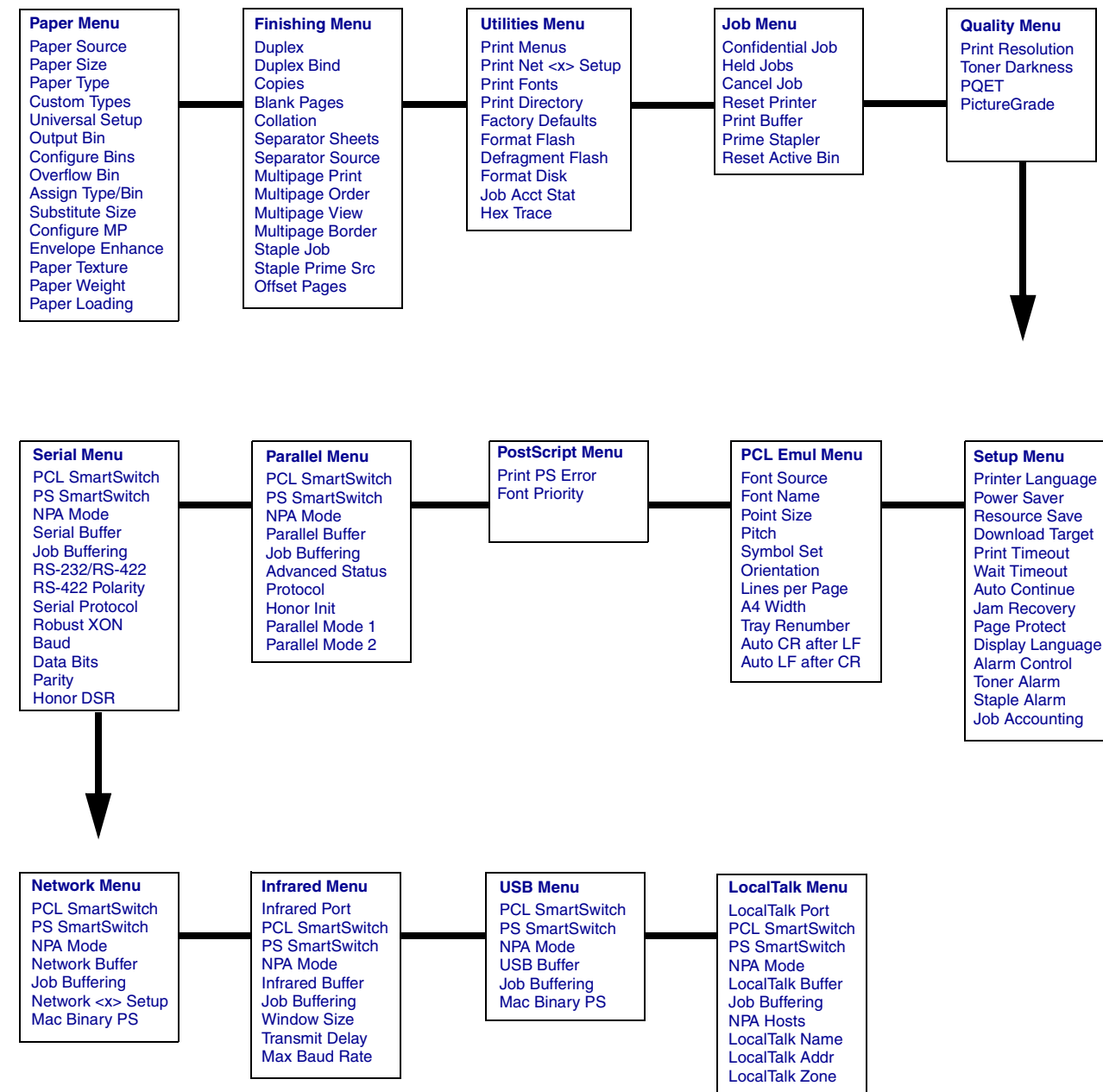
\*This size is not available until Size Sensing is turned off. For more information, refer to the online information.

## Loading letterhead

Letterhead must be loaded differently depending on what options you have installed on your printer.

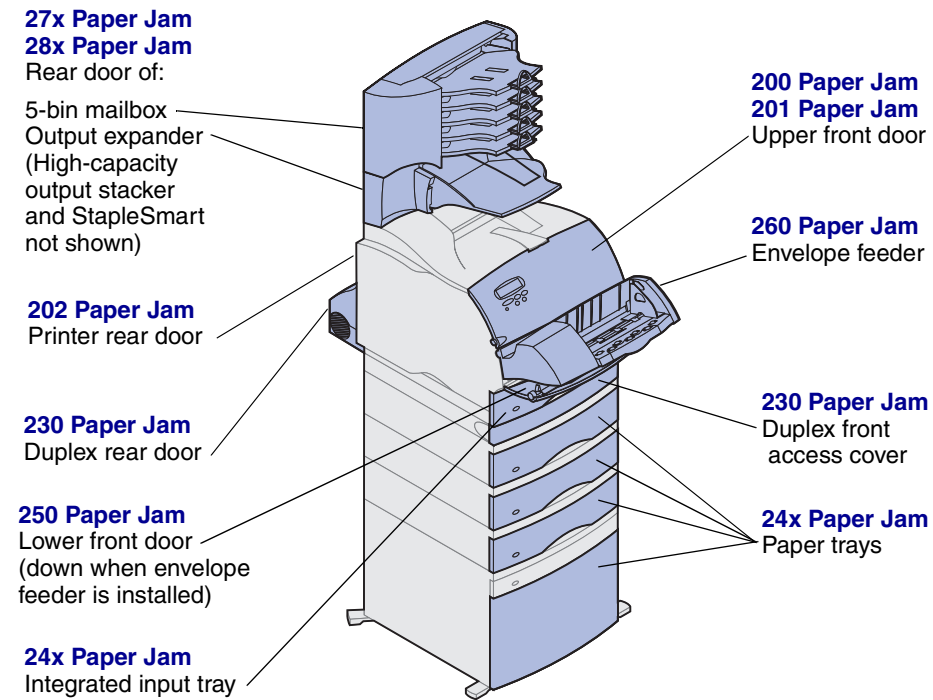
	In a paper tray	In the multipurpose feeder
<b>Without finisher, single-sided printing</b>		
<b>Without finisher, double-sided printing</b>		
<b>With finisher, single-sided printing</b>		
<b>With finisher, double-sided printing</b>		

## Operator panel menus



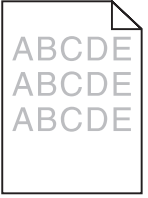
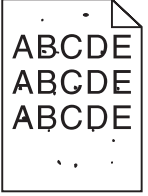

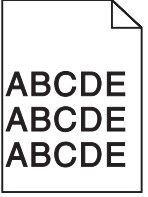
## Accessing paper jam areas

You open doors and covers, remove paper trays, and remove options to access paper jam areas. If your printer has a multipurpose feeder, it is visible when the lower front door is opened. The illustration shows the location of paper sources and possible paper jam areas.



**Warning:** Do not attempt to clear any paper jam using tools or instruments. This may permanently damage the printer.

## Print quality problems

Problem	Action
 <p>Print is too light.</p>	<ul style="list-style-type: none"> <li>The toner may be low. To utilize the remaining toner, remove the cartridge by gripping the handles with both hands. With the cartridge arrows pointing downward, shake the print cartridge back and forth. Reinstall the cartridge and then press <b>Go</b>.</li> <li>Change the Toner Darkness setting in the Quality Menu.</li> <li>If you are printing on an uneven print surface, change the Paper Weight and Paper Texture settings in the Paper Menu.</li> </ul> <p>Verify that the correct print material is being used.</p>
 <p>Toner fog or background shading appears on the page.</p>	<ul style="list-style-type: none"> <li>Check the print cartridge to make sure it is installed correctly.</li> <li>Change the print cartridge.</li> <li>If the problem continues, change the charge roll.</li> </ul>
 <p>Streaks appear on the page.</p>	<ul style="list-style-type: none"> <li>The toner may be low. To utilize the remaining toner, remove the cartridge by gripping the handles with both hands, and then shake the print cartridge vigorously. Reinstall the same print cartridge.</li> <li>If you are using preprinted forms, make sure the ink can withstand temperatures of 212°C (414°F).</li> </ul>
 <p>The job prints, but the top and side margins are incorrect.</p>	<ul style="list-style-type: none"> <li>Make sure the Paper Size setting in the Paper Menu is correct.</li> <li>Make sure the margins are set correctly in your software application.</li> </ul>

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