Optra W810

Setup Guide

First Edition (August 1999)

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Safety information

- If your product is NOT marked with this symbol ⏍, it MUST be connected to an electrical outlet that is properly grounded.
- The power cord must be connected to an electrical outlet that is near the product and easily accessible.
- Refer service or repairs, other than those described in the operating instructions, to a professional service person.
- This product is designed, tested and approved to meet strict global safety standards with the use of specific Lexmark components. The safety features of some parts may not always be obvious. Lexmark is not responsible for the use of other replacement parts.
- Your product uses a laser. **Exercise CAUTION: Use of controls or adjustments or performance of procedures other than those specified herein may result in hazardous radiation exposure.**
- Your product uses a printing process that heats the print media, and the heat may cause the media to release emissions. You must understand the section in your operating instructions that discusses the guidelines for selecting print media to avoid the possibility of harmful emissions.

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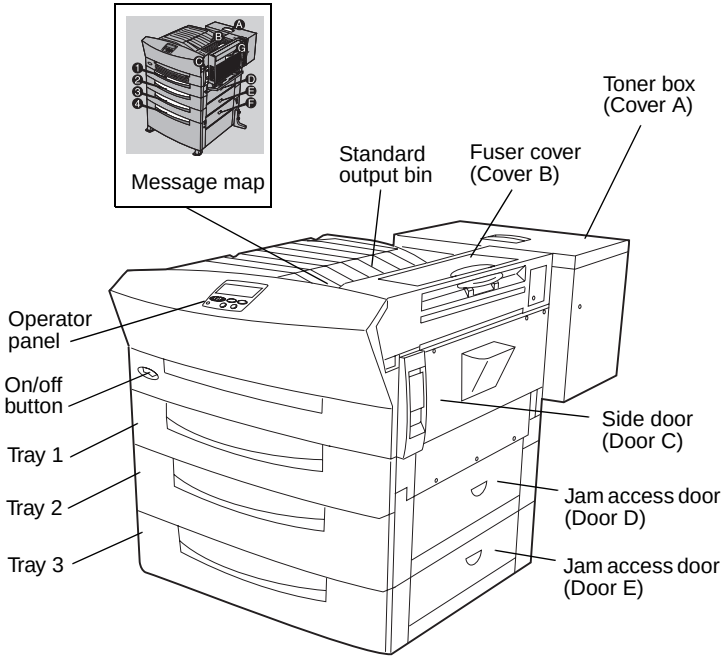
Preface

About your printer

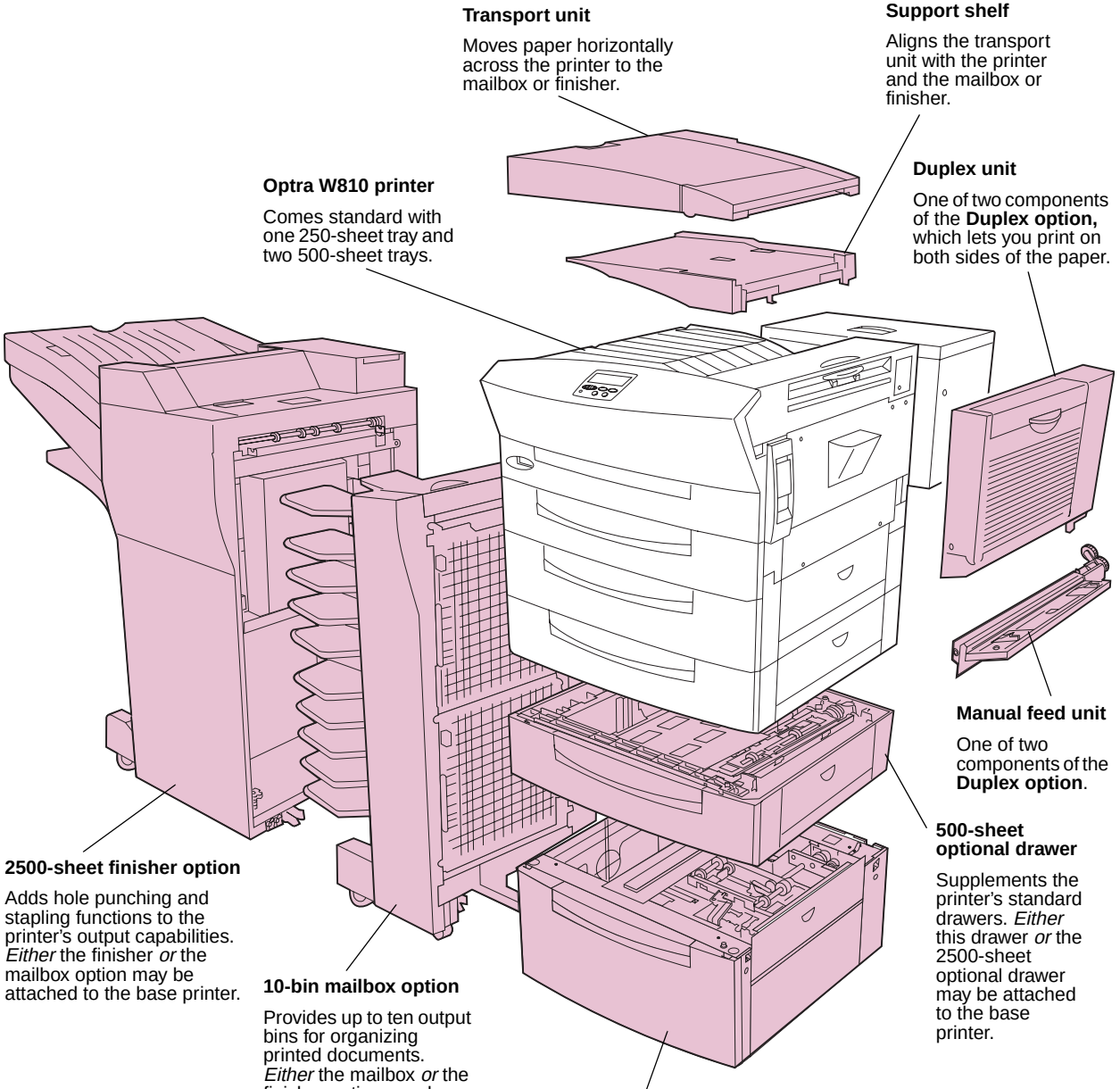


Three printer models are available:

- The Optra W810 printer, delivering 600 dots per inch (dpi) resolution at up to 35 pages per minute (ppm), ships with one 250-sheet tray and two 500-sheet trays. The W810 printer comes with 16MB of standard memory.
- The W810n, a network model, comes with an Ethernet 10/100BaseTX print server installed and 16MB of standard memory.
- The W810dn, a network model with duplexing capabilities, comes with 32MB of standard memory.

The illustrations in this manual represent the Optra W810 model, with the configuration shown at the left, unless it's necessary to show another configuration. Depending on the printer model you have chosen and the options you install, your printer may look different.

The figure on the following page illustrates the Optra W810 and all the available paper handling options. Instructions for installing these options are included in this manual.


Transport unit
Moves paper horizontally across the printer to the mailbox or finisher.
Support shelf
Aligns the transport unit with the printer and the mailbox or finisher.
Optra W810 printer
Comes standard with one 250-sheet tray and two 500-sheet trays.
Duplex unit
One of two components of the Duplex option, which lets you print on both sides of the paper.
Manual feed unit
One of two components of the Duplex option.
500-sheet optional drawer
Supplements the printer's standard drawers. Either this drawer or the 2500-sheet optional drawer may be attached to the base printer.
2500-sheet finisher option
Adds hole punching and stapling functions to the printer's output capabilities. Either the finisher or the mailbox option may be attached to the base printer.
10-bin mailbox option
Provides up to ten output bins for organizing printed documents. Either the mailbox or the finisher option may be attached to the base printer.
2500-sheet optional drawer
Significantly increases the printer's input capacity. Either this drawer or the 500-sheet optional drawer may be attached to the base printer.

About this book

This *Setup Guide* contains all the information you need to set up your new Optra W810, Optra W810n, or Optra W810dn printer. This manual provides detailed instructions for unpacking and setting up the printer, installing supplies and options, loading media, and launching the *Drivers, MarkVision and Utilities* CD to install printer drivers and utilities.

Conventions

It may help you to recognize the conventions we've used in this book:

- Operator panel buttons are printed in a boldface type:

  Press **Go** after changing a menu setting.

- Messages and menu items that appear on the printer operator panel display are also printed in a boldface type:

  If **Replace Toner** appears on the operator panel display, install a new toner cartridge.

- Menu items you can select from software programs displayed on your computer monitor are printed in color:

  Click **View Documentation** and then click **MarkNet Print Servers**.

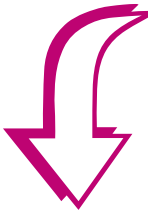
Note: A note provides information you may find useful.

- Notes, warnings, and cautions appear in the left column for easy reference.

Warning! A warning identifies something that might damage your printer hardware or software.

CAUTION! A caution identifies something that might cause you harm.

- Arrows in the left column identify text or tables that tell you what to do next.



What do I do next?

Task	Go to page …
1 Read about other sources of information.	xi
2 Select a location for the printer.	1
3 Unpack the printer.	6

Other sources of information

Note: Refer to the safety information on the inside of the front cover and the notices on page 167 before setting up your printer.

When you have completed setup and find you need more information, refer to the other documents that shipped with your printer.

User's Reference

The *User's Reference* provides quick access to information about loading paper, clearing error messages, ordering and replacing supplies, installing maintenance kits, and troubleshooting.

You can store the *User's Reference* in the convenient printer pocket that attaches to your printer.

Drivers, MarkVision and Utilities CD

In addition to printer drivers and utilities, the *Drivers, MarkVision and Utilities* CD also includes additional information about Lexmark printers. After launching the CD, click **View Documentation** and then click one of the following options:

- **Printer Commands** takes you to the *Technical Reference,* which includes details about printer languages and commands, interface specifications, and memory management.
- **Special Media** takes you to the *Card Stock & Label Guide,* which provides detailed information about choosing the proper media for your printer.
- **MarkVision Printer Utility** takes you to documents providing details about the MarkVision printer management utility.

- **MarkNet Print Servers** takes you to documents containing information about configuring MarkNet internal print servers.

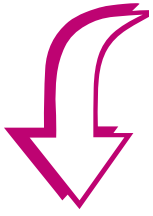
Lexmark Web site

Access our site on the World Wide Web for updated printer drivers and utilities, and documentation including the *Complete Printer Reference*:

http://www.lexmark.com

Complete Printer Reference

The *Complete Printer Reference* on the Lexmark Web site provides information about printer features and specifications, printer options, printer settings, using the menus to change printer defaults, selecting appropriate paper and other media, and managing memory.



Go to Step 1: “Select a location for your printer” on page 1 to begin printer setup.

Step 1: Select a location for your printer

Choosing the correct location for your new Lexmark Optra™ W810 is vital to ensuring that the printer provides you with the quality of service you expect.

The factors you should consider when selecting a place to set up your printer include:

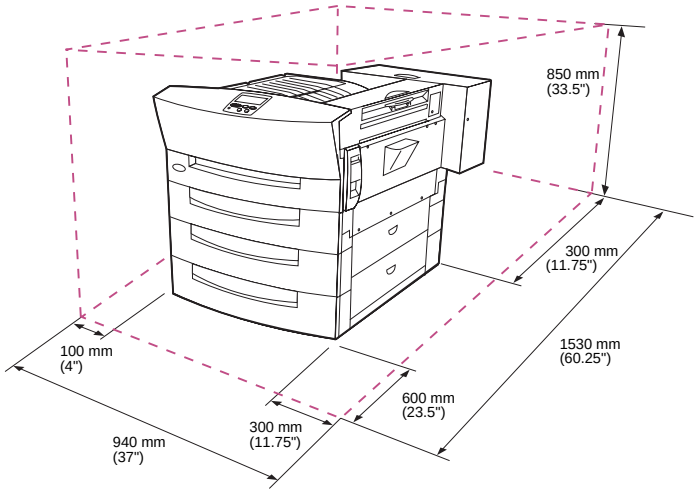
- The amount of space your printer and any options will require
- The type of environment necessary for optimum printer performance

Allowing enough space

When choosing a place to set up your Optra W810, be sure to allow enough space for the printer and any options you may have purchased.

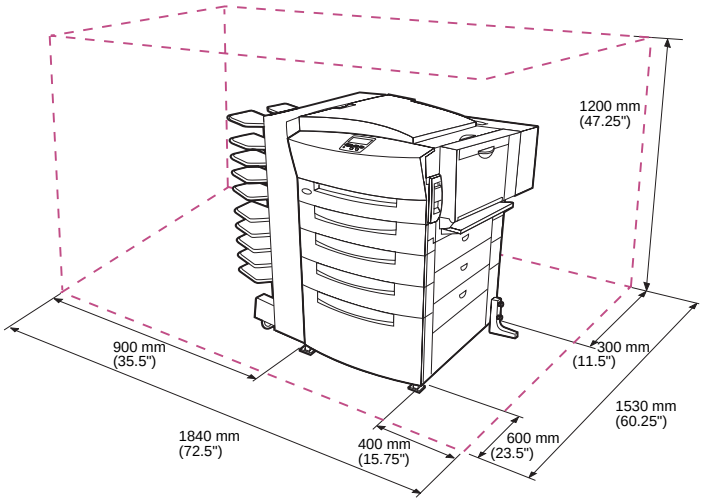
You'll also need to leave enough room to open the printer's paper trays, side doors, and toner box, and to access any optional output bins. It's also important to allow space for proper venting around the printer.

For a base printer



When selecting a location for your Optra W810, make sure you have at least the amount of space indicated in the figure at left.

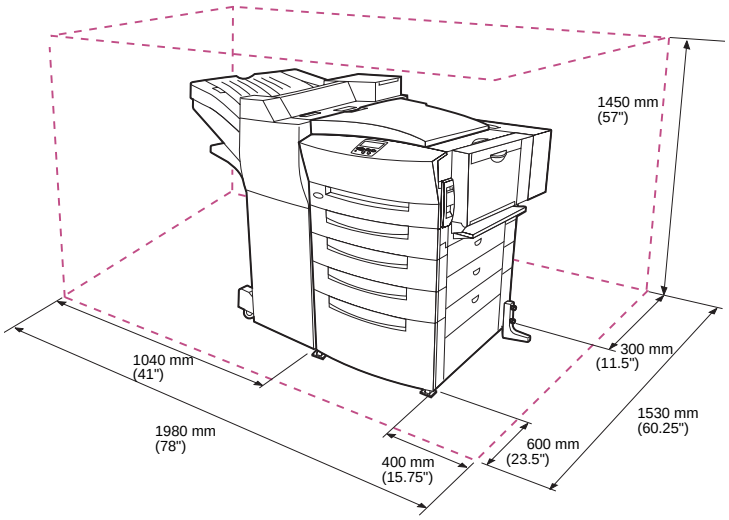
With mailbox, optional drawer, and duplex options



When selecting a location for an Optra W810 configured with a mailbox, 2500-sheet drawer, and duplex options, make sure you have at least the amount of space indicated in the figure at left.

If you install a 500-sheet drawer option and supporting furniture rather than a 2500-sheet drawer, your printer will require the same amount of space as shown in the figure.

With finisher, optional drawer, and duplex options



When selecting a location for an Optra W810 configured with a 2500-sheet finisher, 2500-sheet drawer, and duplex options, make sure you have at least the amount of space indicated in the figure at left.

If you install a 500-sheet drawer option and supporting furniture rather than a 2500-sheet drawer, your printer will require the same amount of space as shown in the figure.

Considering environmental issues

When choosing a place to set up the printer, make sure the location you select is:

- A firm, level surface where the printer won't be subjected to strong vibration
- Well ventilated
- Away from the direct airflow of air conditioners, heaters, or ventilators
- Free of temperature or humidity extremes or fluctuations
- Clean, dry, and free of dust
- Away from direct sunlight

Note: Adequate ventilation is especially important if you will be printing a high volume of materials, or if the printer will be used continuously over a long period of time.

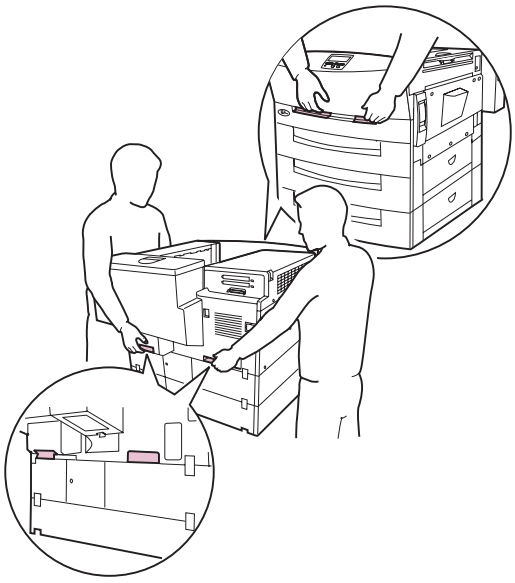
Moving the printer

At some point in the future you may decide to move the printer to a new location. The *User's Reference* provides details about removing options before moving the printer.

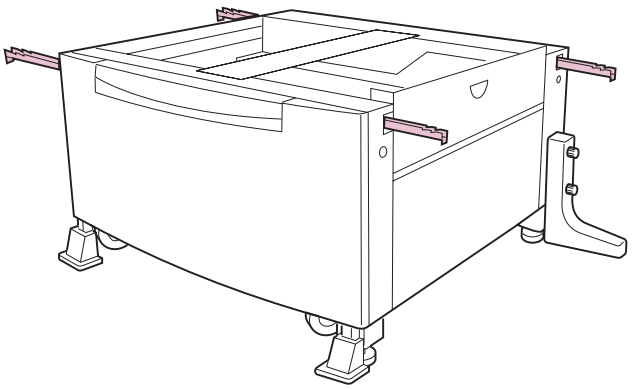
If you're going to move the printer, keep the following in mind:

- Because the printer is heavy (approximately 44 kg [97 lb] configured with all the standard drawers), two people are required to lift it safely. Always be sure to use the handholds, shown in the figure at left, when you lift the printer.
- Remove the photoconductor cartridge before you move the printer. Protect the cartridge from light by covering it with a cloth.
- Be sure to plug the printer into a properly grounded outlet in the new location.

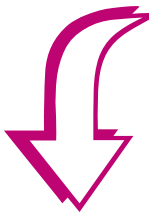
Front view



Rear view

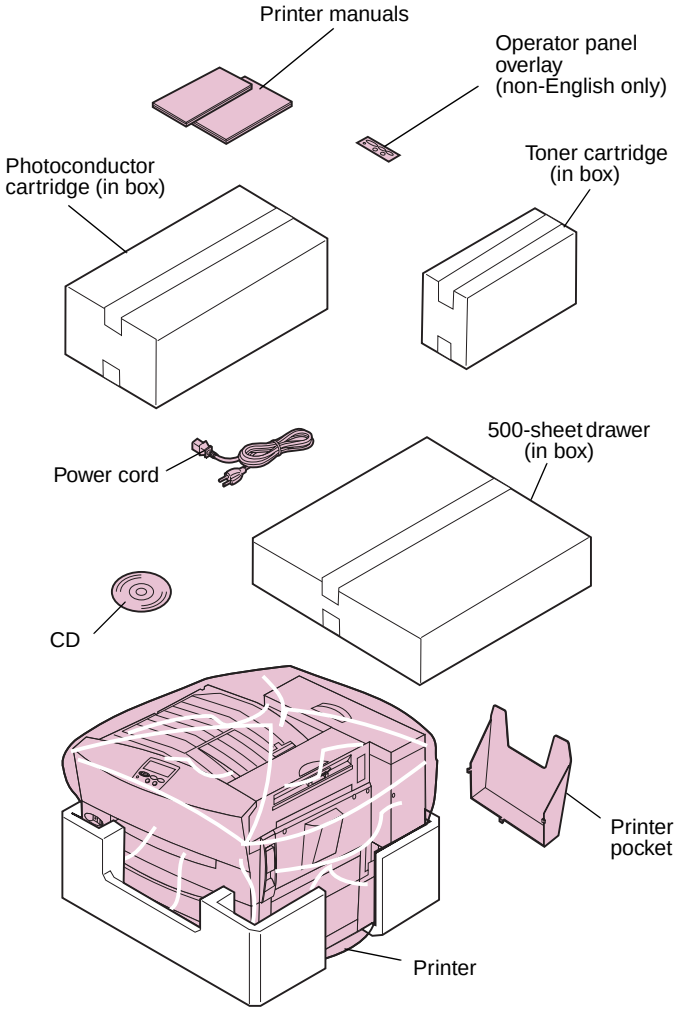


- If you need to move the 2500-sheet drawer sometime after setup, you can roll the drawer a short distance. If you need to lift the drawer during the move, use the handles located at each of the four corners of the drawer.



Continue with Step 2: “Unpack the printer” on page 6.

Step 2: Unpack the printer



You've chosen an appropriate location for your Optra W810. Now you're ready to unpack the printer and prepare to set it up.

1 Make sure you have the following items:

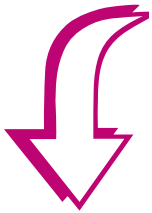
- Printer
- Photoconductor cartridge
- Toner cartridge
- 500-sheet drawer
- *Setup Guide*
- *User's Reference*
- *Drivers, MarkVision and Utilities* CD
- Power cord
- Printer pocket
- Operator panel overlay (non-English only)

You will also need a Phillips screwdriver to perform many of the procedures outlined in this *Setup Guide*. We recommend that you use a screwdriver with a magnetized tip.

If any items listed above are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.

Save the carton and packing materials in case you need to repack the printer.

2 Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.

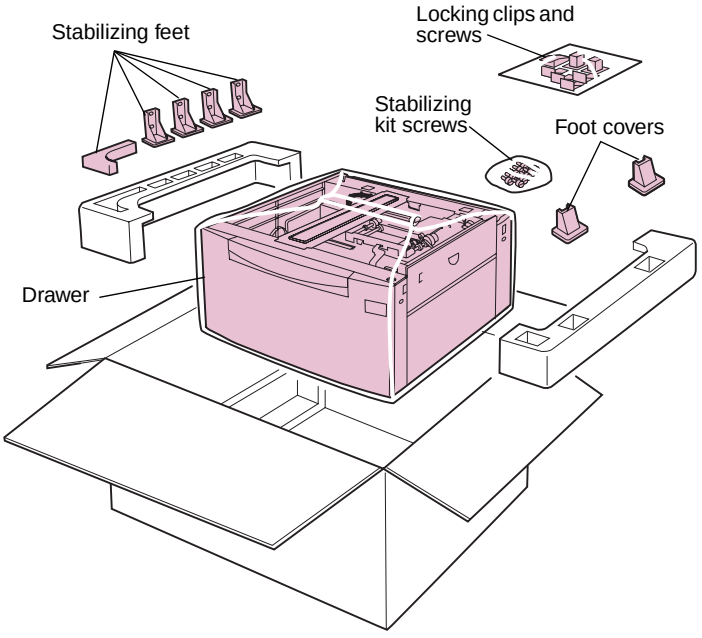


What do I do next?

Task	Go to page …
1 Set up the optional 2500-sheet drawer.	8
2 Set up the 500-sheet drawer (standard configuration).	15

Step 3: Set up the optional 2500-sheet drawer

CAUTION! If you are installing an optional 2500-sheet drawer sometime after setting up the printer, turn the printer off and unplug the power cord before continuing.



The Optra W810 printer supports an optional drawer that can hold 2500 sheets of either letter *or* A4 size paper. This 2500-Sheet Drawer Option is configured prior to shipment to support the size of paper commonly used in your geographic area.

To set up the 2500-sheet drawer:

1. **Remove the drawer from its packing materials.**

   Save the carton and packing materials in case you need to repack the drawer.

2. **Make sure you have the following items:**

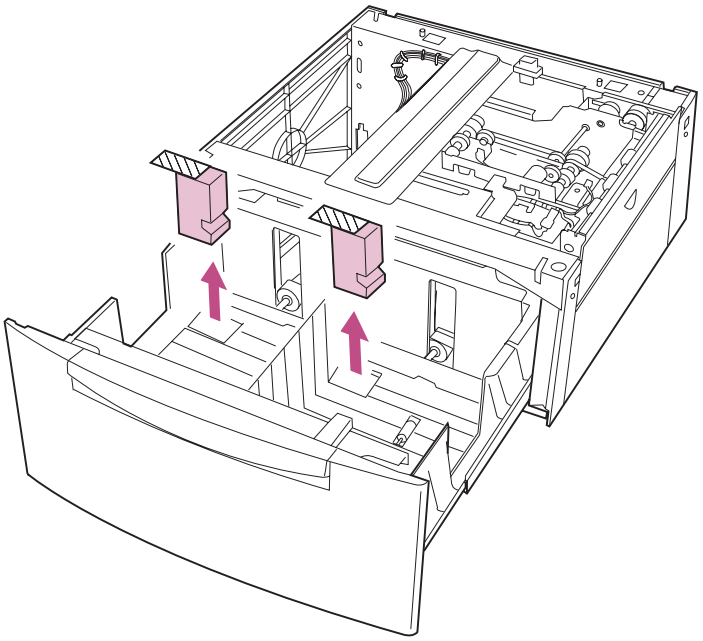
   — 2500-sheet drawer
   — 4 locking clips
   — 4 screws

   Save the locking clips and screws for later use.

   — Stabilizing kit:
   -- 4 stabilizing feet
   -- 2 stabilizing foot covers
   -- L-shaped stabilizing foot
   -- 4 short screws
   -- 2 long screws

You will also need both a Phillips screwdriver and a flathead screwdriver to set up the 2500-sheet drawer.

If any items are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.



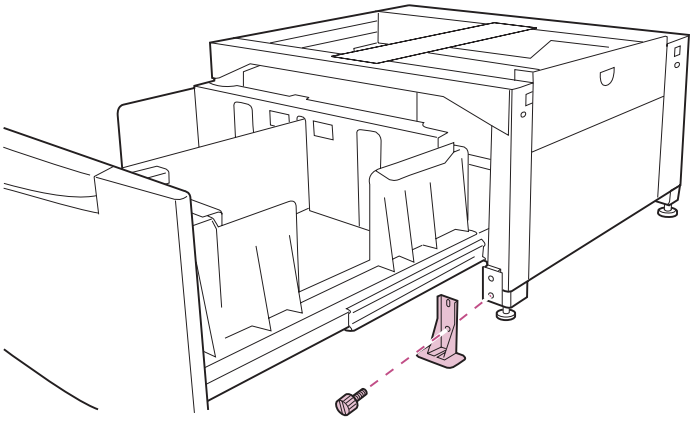
3 **Pull open the tray and remove the foam cushioning.**

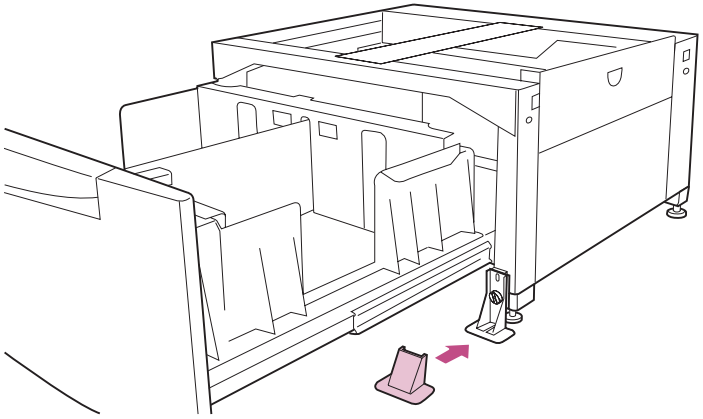
The tray is difficult to open, and may require some force.

4 **Remove any tape from the drawer.**

5 **Close the tray.**

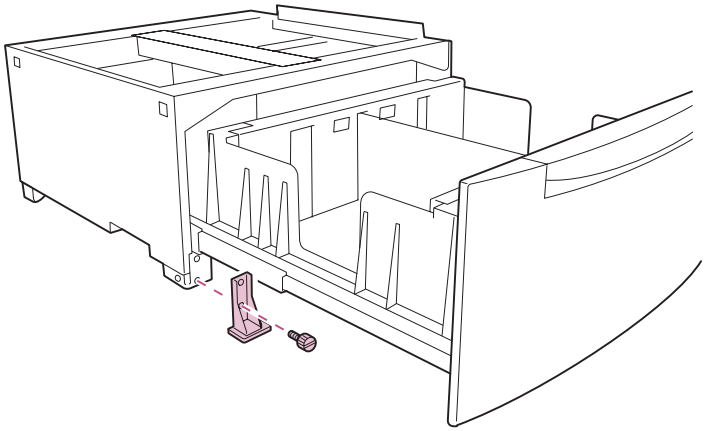
Attaching the stabilizing feet



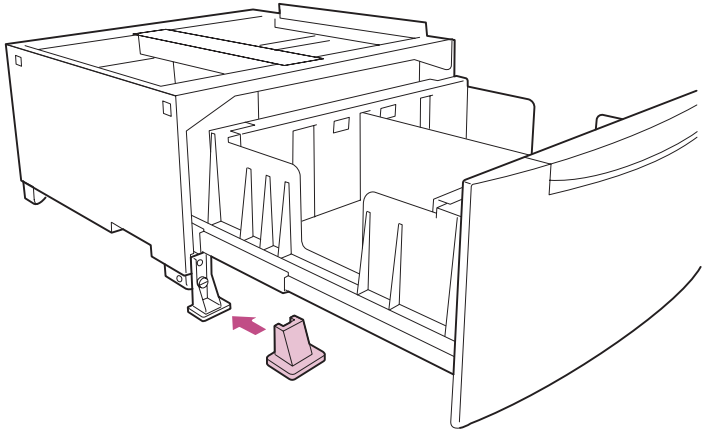


Complete the following instructions to install the kit that stabilizes the 2500-sheet drawer.

1. **Roll the drawer to the location you have chosen for the printer.**
2. **Pull the tray open.**
3. **Place a stabilizing foot on the floor and align it with the front of the drawer, as shown.**
4. **Use a short screw to attach the stabilizing foot to the drawer.**
5. **Press a cover onto the stabilizing foot.**

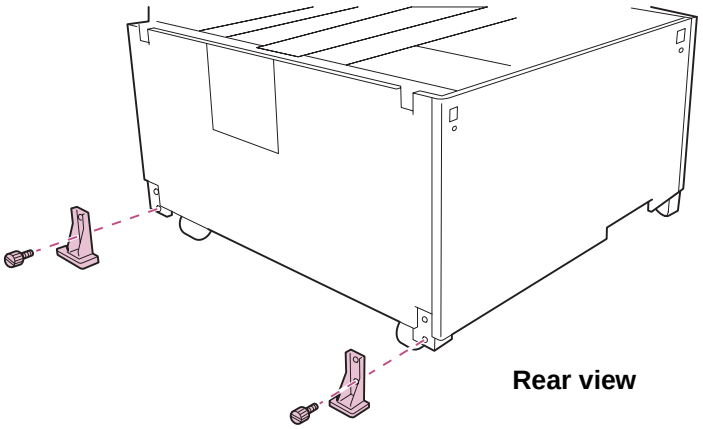


6 **Attach a stabilizing foot on the other side of the 2500-sheet drawer, as shown.**



7 **Press a cover onto the stabilizing foot.**

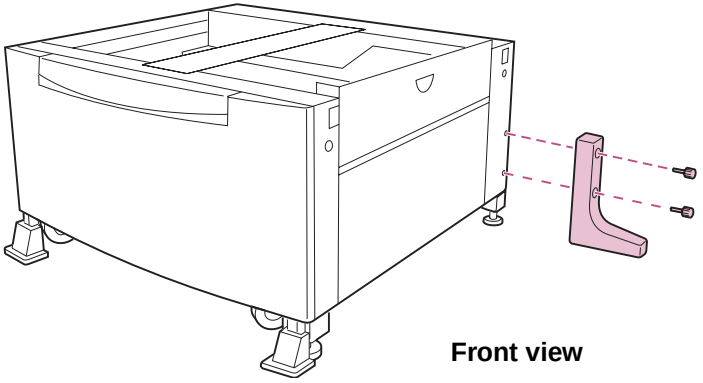
8 **Close the tray.**



Rear view

9 **Move to the back of the drawer and attach two more stabilizing feet, as shown.**

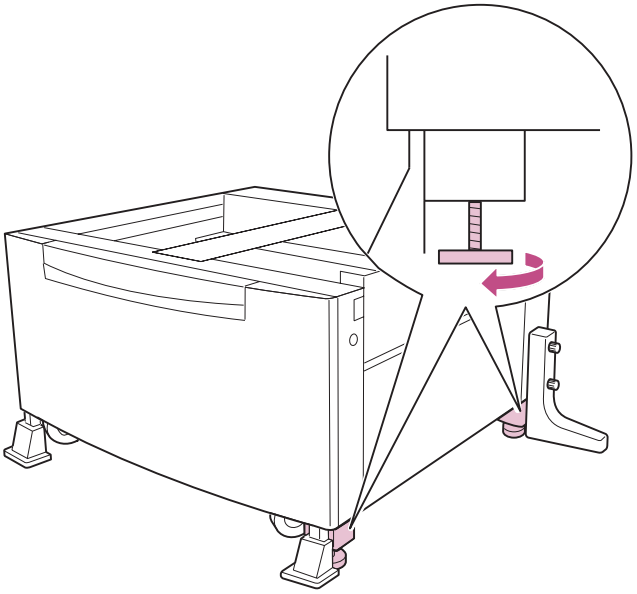
There are no covers for the stabilizing feet on the back of the drawer.



Front view

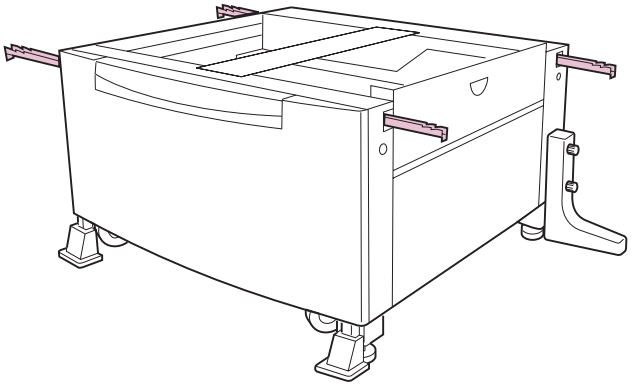
10 **Use the two long screws to attach the L-shaped stabilizing foot, as shown.**

You will need to use the flathead screwdriver to attach the L-shaped foot.



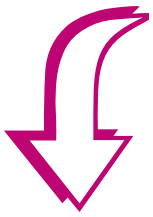
11 **Turn the leveling screws on the right side of the drawer clockwise until they touch the floor.**

Moving the 2500-sheet drawer



If you need to move the 2500-sheet drawer, you may want to remove the stabilizing feet and raise the leveling screws before you try to roll the drawer. If it's necessary to lift the drawer during the move, have someone help you lift the drawer using the handles at each of the four corners.

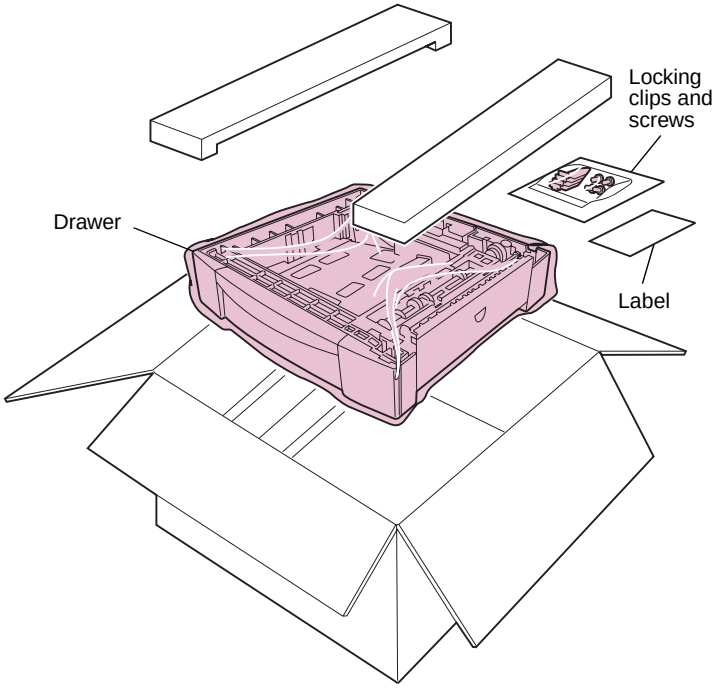
Refer to the *User's Reference* for more information.



12 **Continue with Step 4: “Set up the 500-sheet drawers” on page 15.**

Step 4: Set up the 500-sheet drawers

CAUTION! If you are installing an optional 500-sheet drawer sometime after setting up the printer, turn the printer off and unplug the power cord before continuing.



The Optra W810 printer ships with a second 500-sheet drawer that supplements the 250-sheet multipurpose tray and the 500-sheet tray that are already attached.

The 500-sheet drawer can hold A3, A4, B4, 11x17, letter, and legal size plain paper. Refer to the *Complete Printer Reference* on the Lexmark Web site for more details about paper specifications.

You may have also purchased an optional 500-sheet drawer. The setup instructions in this section are the same for all 500-sheet drawers.

1. **Remove the drawer from its packing materials.**

   Save the carton and packing materials in case you need to repack the drawer.

2. **Make sure you have the following items:**

   — 500-sheet drawer
   — 4 locking clips
   — 4 screws

   Save the locking clips and screws for later use.

   — Paper size label

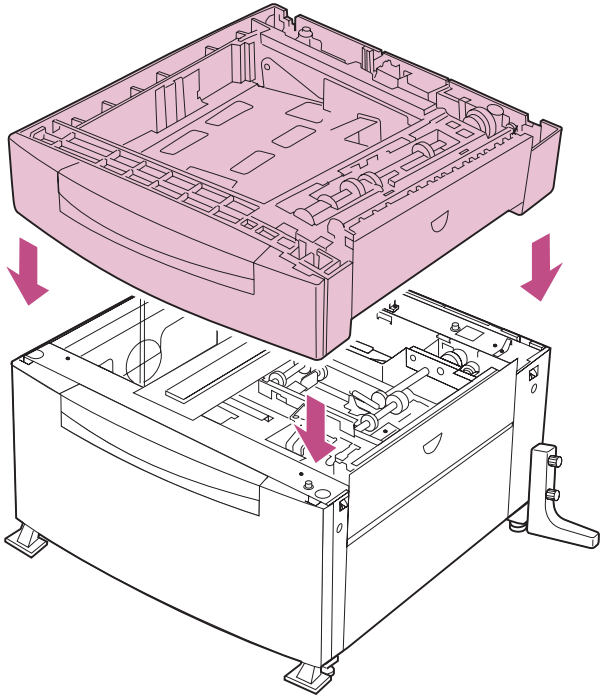
If any items are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.

3 Place the drawer in the location you've chosen for your printer.

If you're attaching the 500-sheet drawer to an optional drawer, continue with step 4. Otherwise, skip to Step 5: "Set up the printer" on page 18.

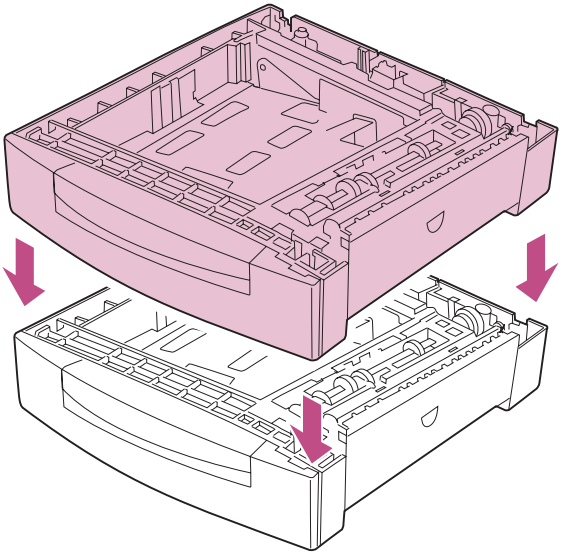
4 If you've purchased an optional fourth drawer, place the 500-sheet drawer on top of the optional drawer.

Be sure to align all four corners on the bottom of the 500-sheet drawer with the corners on the top of the optional drawer.



Attaching to an optional 2500-sheet drawer

Step 5: “Set up the printer” on page 18 provides instructions on how to secure the two drawers to the printer.



Attaching to an optional 500-sheet drawer

5 Continue with Step 5: “Set up the printer” on page 18.

Step 5: Set up the printer

You've unpacked your new Optra W810, chosen an appropriate location for it, and set up its standard and optional drawers. Now you're ready to connect the printer to the drawers and install supplies.

CAUTION! If you are connecting the printer to an optional drawer sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.

The following table lists page numbers where you can find instructions for connecting the printer to the drawers you've set up. Find your drawer configuration, and then go to the page listed to begin setting up your printer.

If you are attaching the printer to …	See page …
One 500-sheet drawer (standard configuration)	19
Two 500-sheet drawers	22
A 500-sheet drawer and a 2500-sheet drawer	25

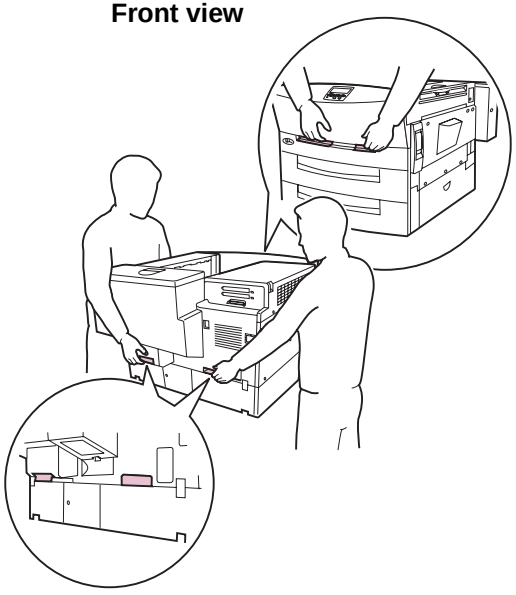
Connecting the printer to one 500-sheet drawer

Use the instructions in this section to connect your printer to a 500-sheet drawer.

If you are connecting your printer to *two* 500-sheet drawers, skip to page 22. If you are connecting your printer to a 500-sheet drawer and a 2500-sheet drawer, skip to page 25.

CAUTION! The printer weighs 36 kg (79 lb) and two people are required to lift it safely.

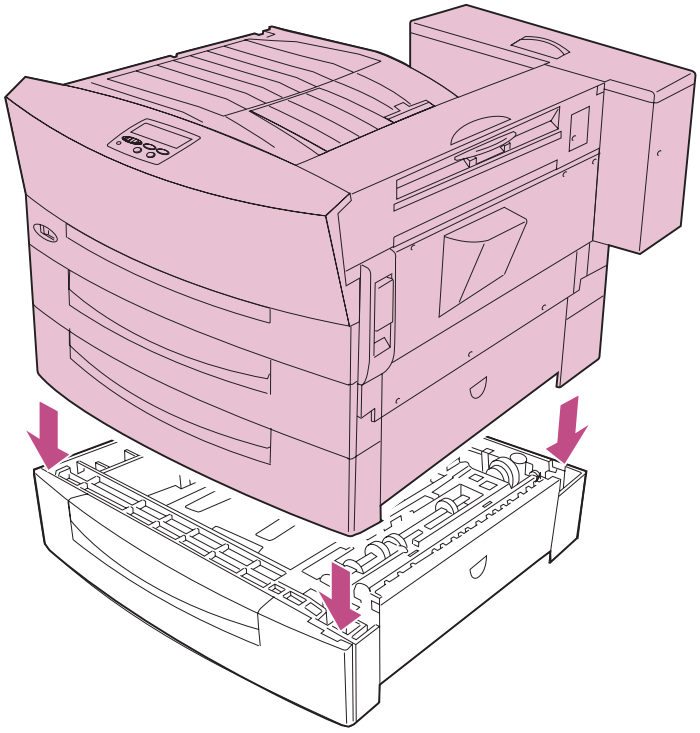
Front view



Rear view

1 Have someone help you lift the printer.

Do not hold the bottom of the printer under the paper trays. Use the handholds at the front and back of the printer, as shown.



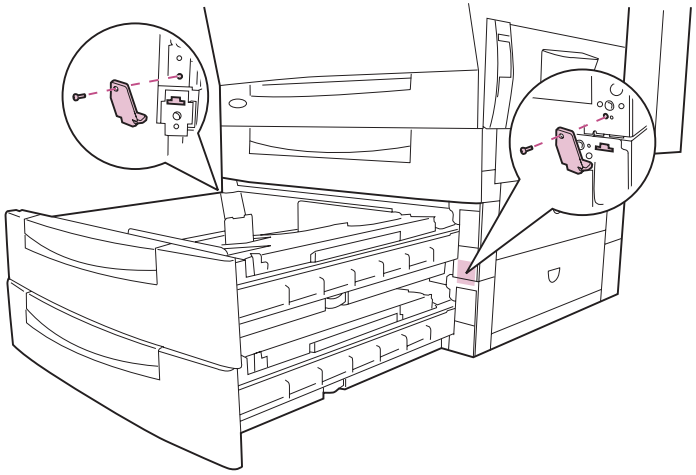
2 Carefully place the printer on top of the 500-sheet drawer.

Be sure to align all four corners on the bottom of the printer with the corners on the top of the drawer.

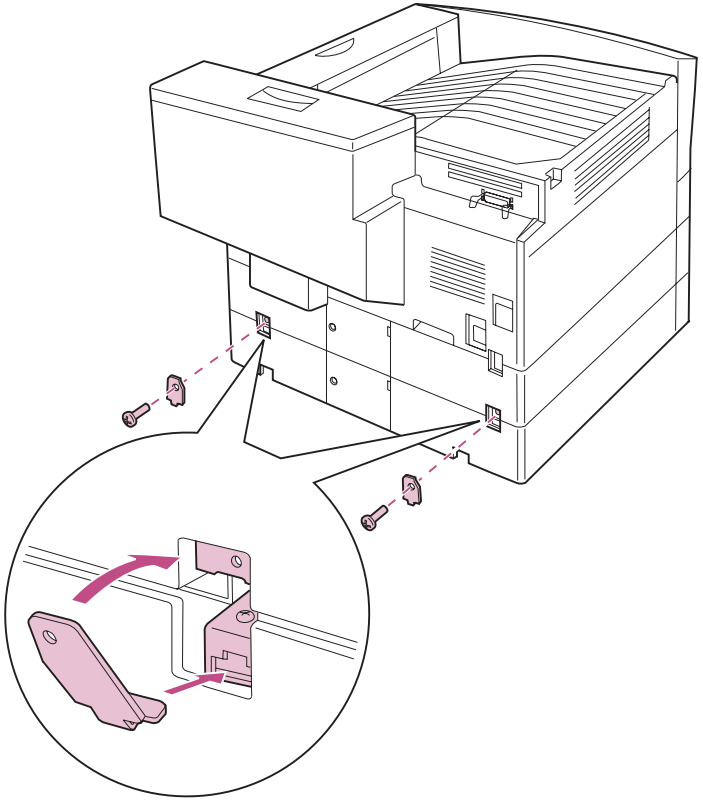
Attaching the locking clips

The instructions that begin on page page 21 explain how to attach the locking clips that secure tray 2 to tray 3. The procedure requires a Phillips screwdriver.

Warning! Failure to secure the trays with the locking clips could affect the position of the printed image on the page, and could result in paper feeding problems. *Be sure to attach all of the locking clips*.



1. Pull open trays 2 and 3.
2. Attach locking clips to the left and right sides of the trays, as shown.
   a. Insert the bottom of each clip into the slot on tray 3.
   b. Attach the top of each clip to tray 2 with a screw.
3. Close trays 2 and 3.



4. Move to the back of the printer.
5. Attach two more locking clips to the back of the printer, as shown.
6. Skip to “Removing packaging from the trays” on page 28.

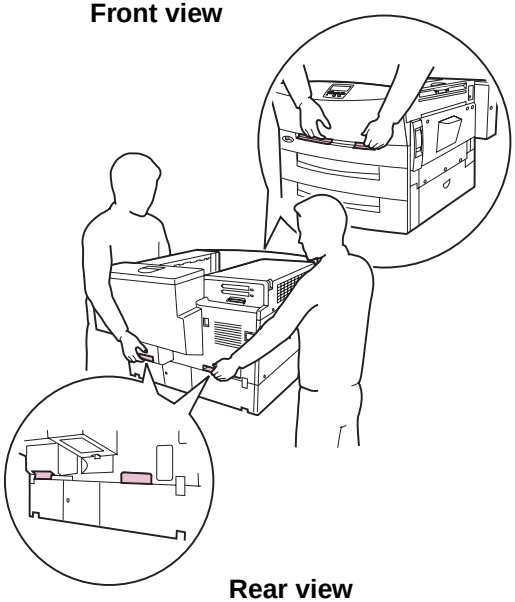
Connecting the printer to two 500-sheet drawers

Use the instructions in this section to connect your printer to two 500-sheet drawers.

If you are connecting your printer to *one* 500-sheet drawer, see page 19. If you are connecting your printer to a 500-sheet drawer and a 2500-sheet drawer, skip to page 25.

CAUTION! The printer weighs 36 kg (79 lb) and two people are required to lift it safely.

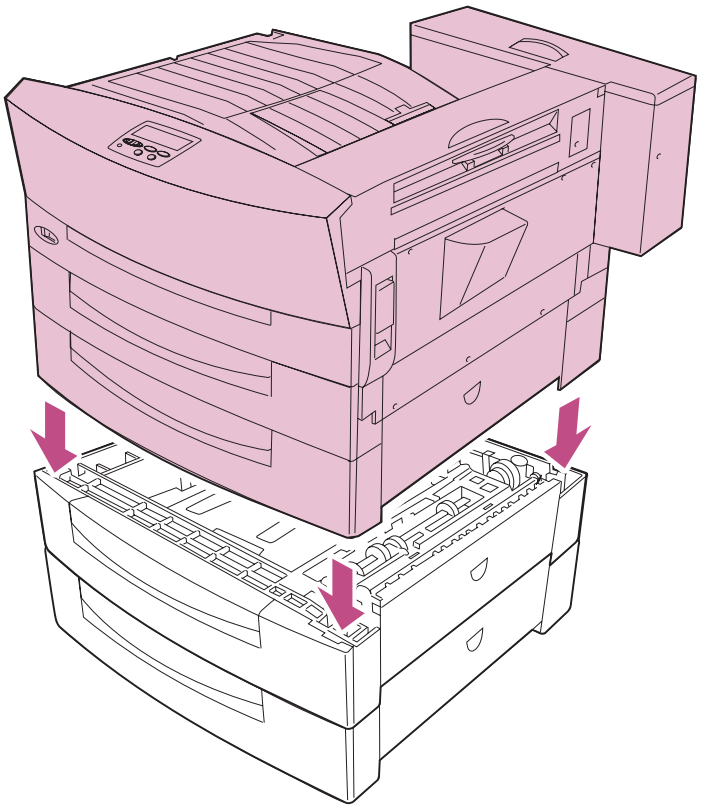
Front view



Rear view

1 Have someone help you lift the printer.

Do not hold the bottom of the printer under the paper trays. Use the handholds at the front and back of the printer, as shown.



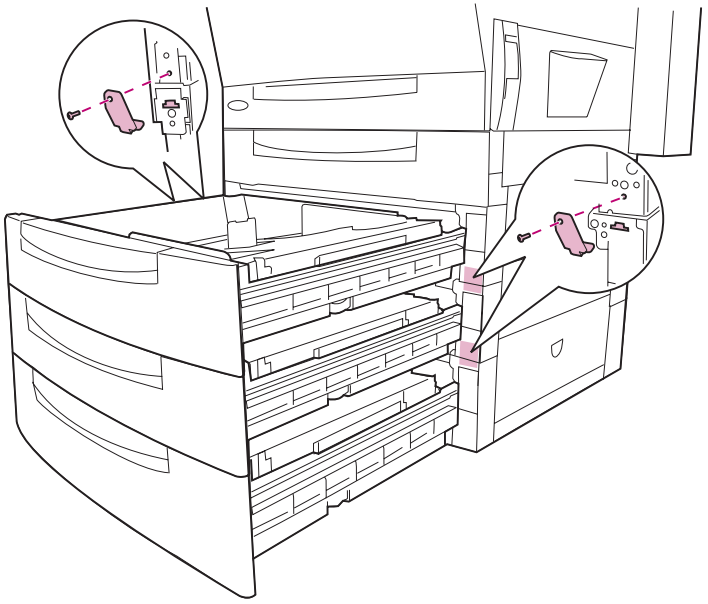
2 Carefully place the printer on top of the 500-sheet drawers.

Be sure to align all four corners on the bottom of the printer with the corners on the top drawer.

Attaching the locking clips

The instructions that begin on page 24 explain how to attach the locking clips that secure trays 2, 3, and 4 to the printer. The procedure requires a Phillips screwdriver.

Warning! Failure to secure the trays with the locking clips could affect the position of the printed image on the page, and could result in paper feeding problems. *Be sure to attach all of the locking clips.*



1. **Pull open trays 2, 3, and 4.**

   Take care not to tip the printer.

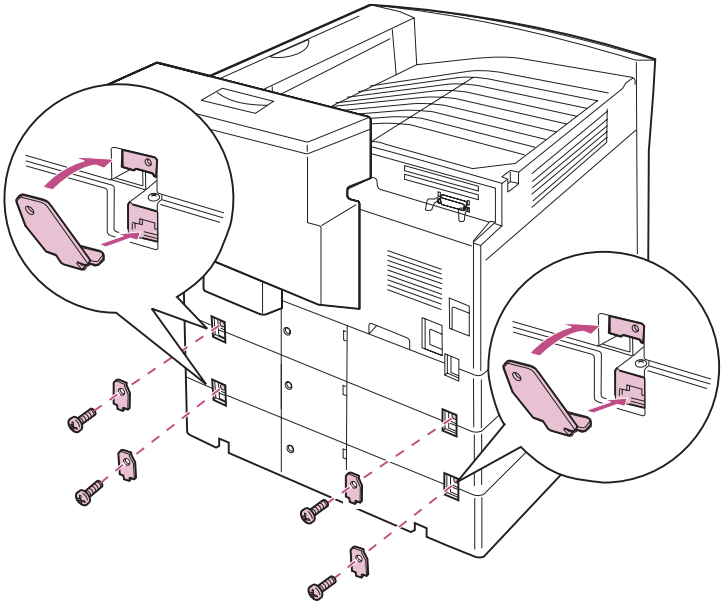
2. **Attach two locking clips to the left and right sides of the trays, as shown.**

   a. **Insert the bottom of a clip into the slot on tray 4.**

   b. **Attach the top of the clip to tray 3 with a screw.**

   c. **Repeat steps a and b to attach locking clips between trays 2 and 3.**

3. **Close the trays.**



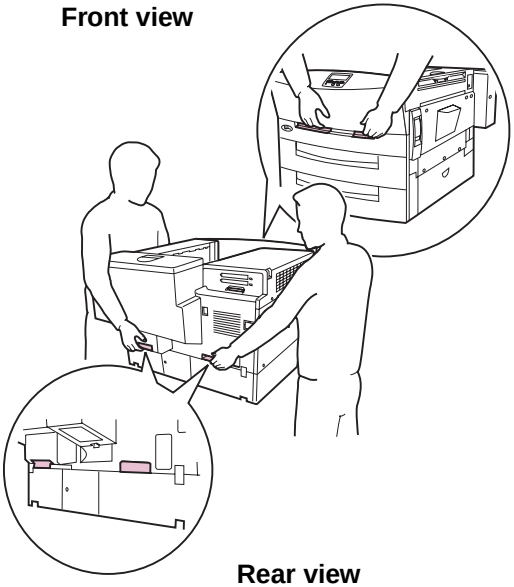
4. **Move to the back of the printer.**
5. **Attach four more locking clips to the back of the printer, as shown.**
6. **Skip to “Removing packaging from the trays” on page 28.**

Connecting the printer to a 2500-sheet drawer and a 500-sheet drawer

Use the instructions in this section to connect your printer to a 500-sheet drawer and a 2500-sheet drawer.

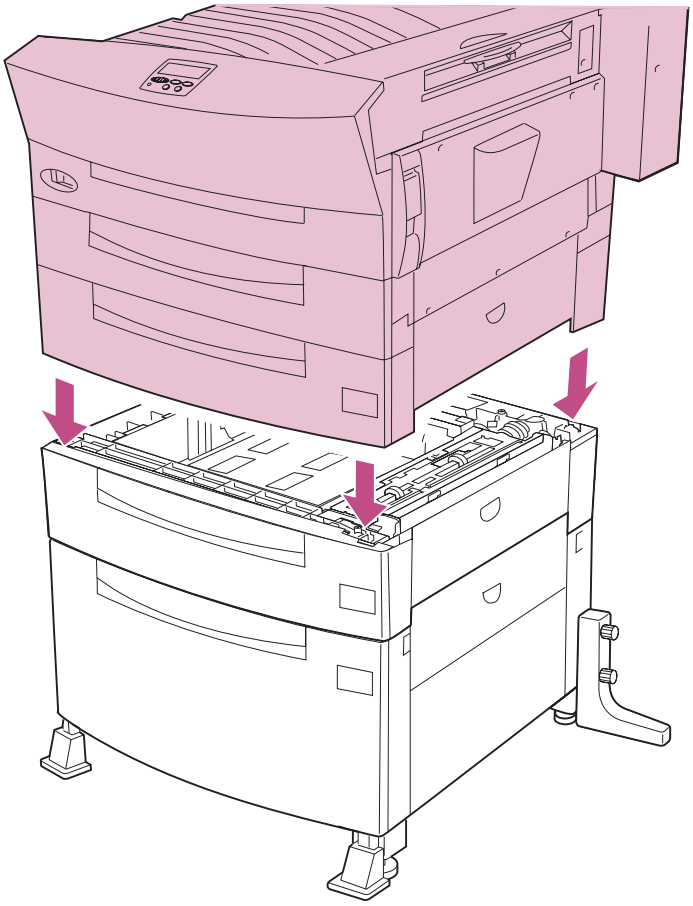
If you are connecting your printer to *one* 500-sheet drawer, see page 19. If you are connecting your printer to *two* 500-sheet drawers, see page 22.

CAUTION! The printer weighs 36 kg (79 lb) and two people are required to lift it safely.



1 Have someone help you lift the printer.

Do not hold the bottom of the printer under the paper trays. Use the handholds at the front and back of the printer, as shown.



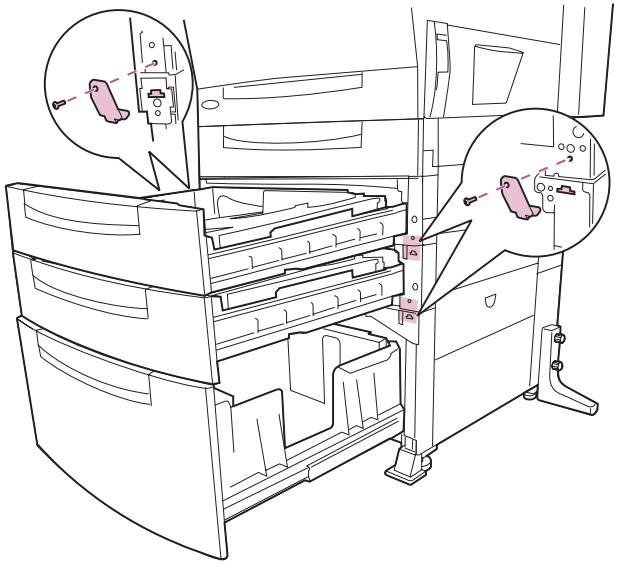
2 Carefully place the printer on top of the drawers.

Be sure to align all four corners on the bottom of the printer with the corners on the top drawer.

Attaching the locking clips

The instructions that begin on page 27 explain how to attach the locking clips that secure trays 2, 3, and 4 to the printer. The procedure requires a Phillips screwdriver.

Warning! Failure to secure the trays with the locking clips could affect the position of the printed image on the page, and could result in paper feeding problems. *Be sure to attach all of the locking clips.*



1 **Pull open trays 2, 3, and 4.**

Take care not to tip the printer.

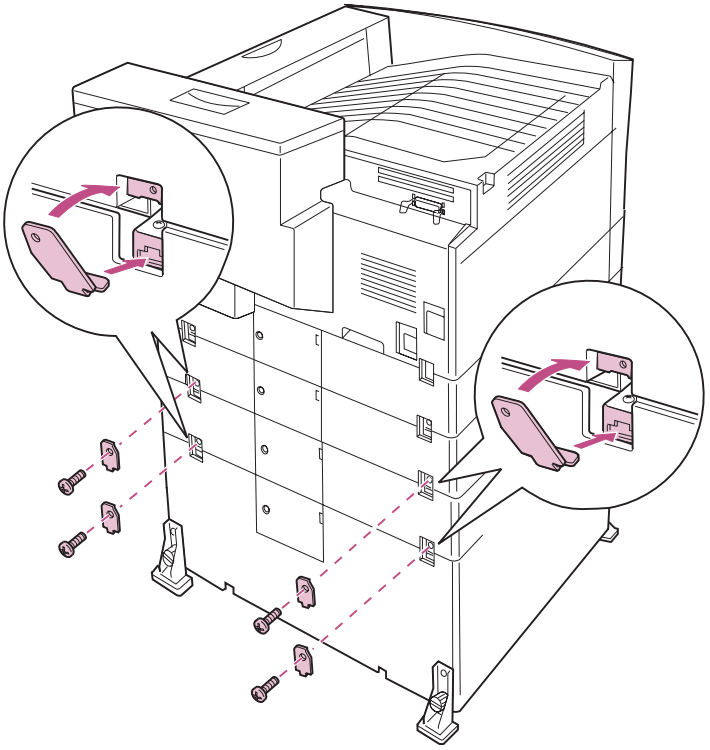
2 **Attach locking clips to the left and right sides of the trays, as shown.**

a **Insert the bottom of a clip into the slot on tray 4.**

b **Attach the top of the clip to tray 3 with a screw.**

c **Repeat steps a and b to attach locking clips between trays 2 and 3.**

3 **Close the trays.**



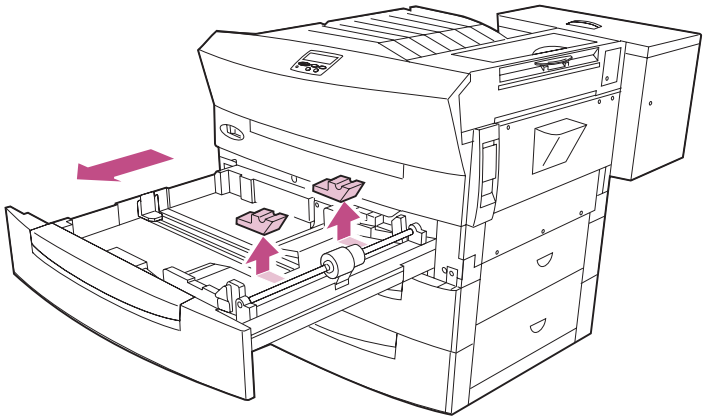
4 **Move to the back of the printer.**

5 **Attach four more locking clips to the back of the printer, as shown.**

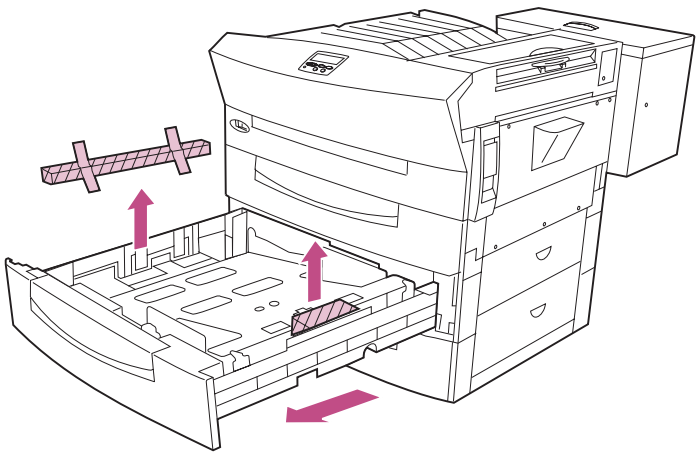
6 **Continue with “Removing packaging from the trays” on page 28.**

Removing packaging from the trays

The illustrations in this section show a printer configured with the three standard drawers. Your printer may look different, depending on the options you attached.



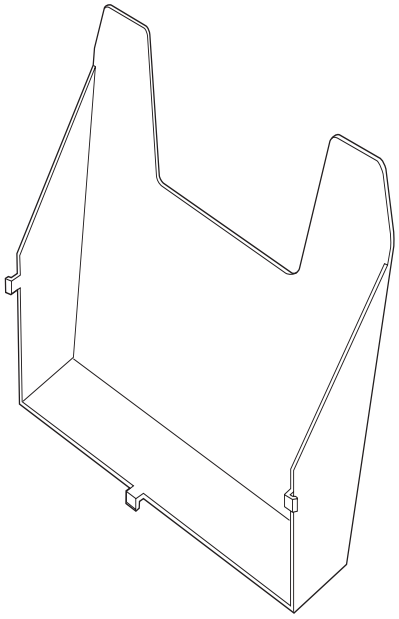
1. **Pull open tray 1 and remove the foam cushioning, as shown.**
2. **Close tray 1.**

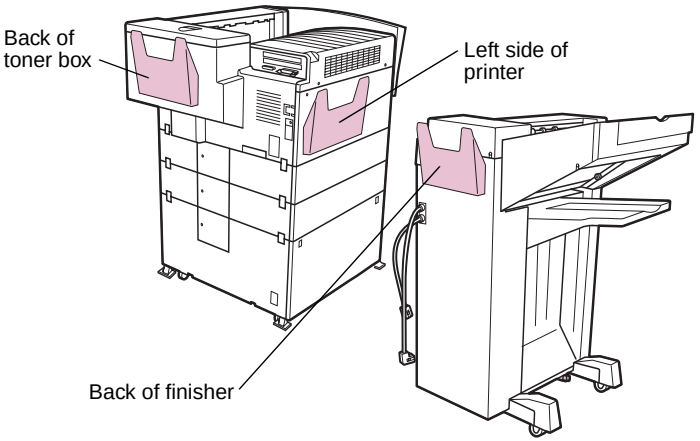


3. **Pull open tray 2 and remove the foam cushioning, as shown.**
4. **Close tray 2.**
5. **Repeat steps 3 through 4 to remove packaging from tray 3.**

   If you installed an optional 500-sheet drawer, repeat steps 3 through 4 to remove packaging from tray 4.

Attaching the printer pocket





Rear view

Your printer ships with a pocket designed to hold the *User's Reference*. Keeping the book in the pocket ensures quick access to printer information.

To attach the pocket:

1. **Remove the pocket from its packing materials.**
2. **Choose a location for the pocket.**

   You can attach the pocket to your printer in any of three locations, depending on how you've configured your printer:

   a. **The back of the toner box**

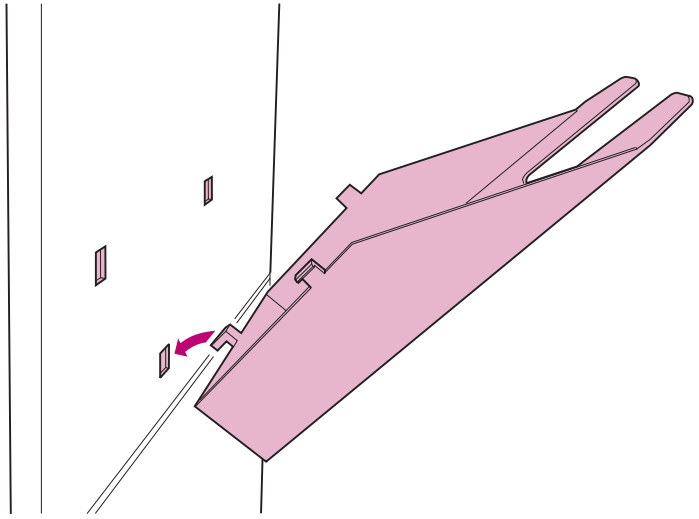
      This location is available for all printer configurations.

   b. **The left side of the printer**

      You can choose this location if you haven't attached an optional mailbox or finisher to your printer.

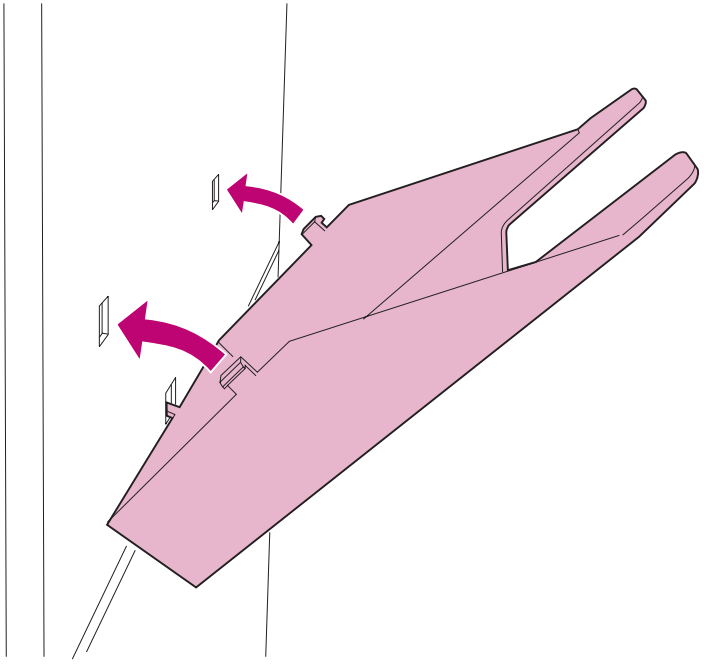
   c. **The back of a finisher option**

      Choose between this location and the back of the toner box if you've attached a finisher to your printer.



3 **Insert the tabs on the printer pocket into the three holes:**

a **Insert the tab on the bottom of the pocket into the bottom hole.**

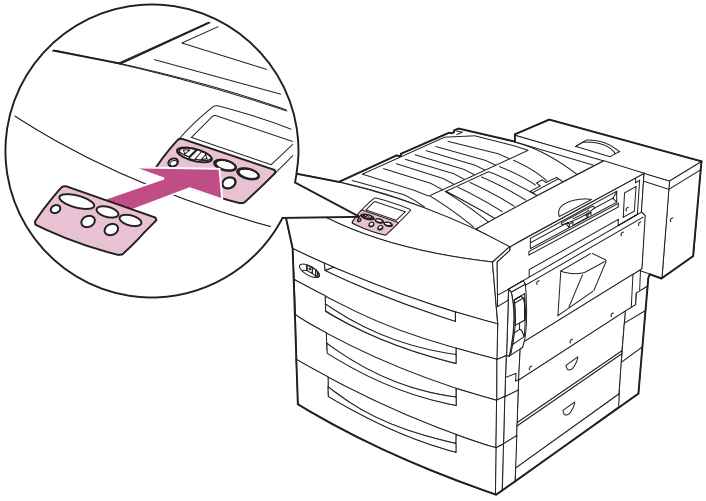


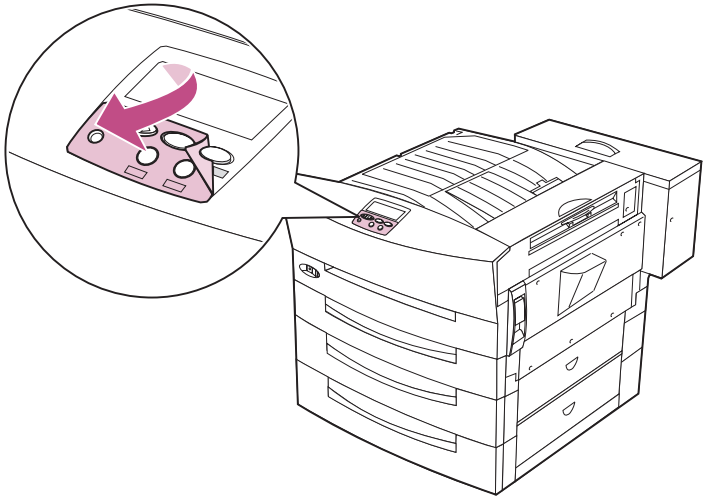
b **Push the tabs on the side of the pocket into the other two holes.**

The pocket *snaps* into place.

4 **Place the *User's Reference* in the pocket.**

Attaching the operator panel overlay





If English is not your preferred language, attach the overlay with the appropriately translated button names to the printer operator panel.

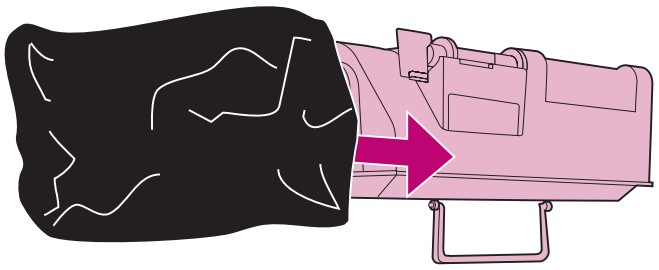
1. **Locate the overlay packaged with your printer.**
2. **Peel the protective backing off the overlay.**
3. **Align the holes in the overlay with the buttons on the operator panel and press it into place, as shown.**
4. **Peel the protective covering away from the overlay.**

You'll find instructions for changing the language of the menus and messages displayed on the operator panel display in Step 12: "Verify setup" on page 145.

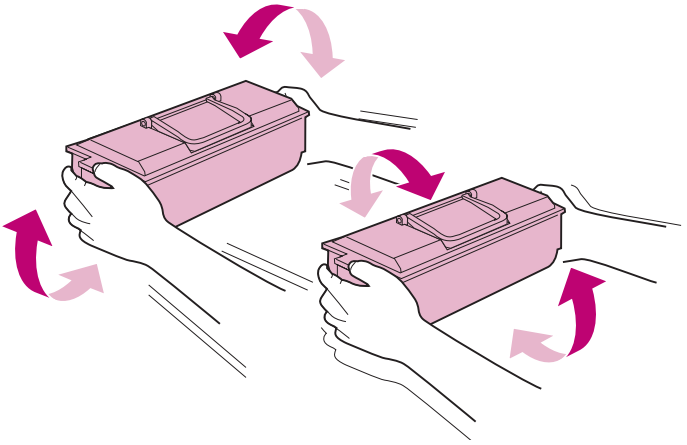
Installing the toner cartridge

Each toner cartridge supports approximately 20,000 pages of printing, depending on the types of jobs you print and the amount of toner required for each page. The printer displays a message when it's time to replace the cartridge. You may want to keep a supply of toner cartridges handy, since the printer ceases operating when the toner cartridge is empty. Refer to the *User's Reference* for more information.

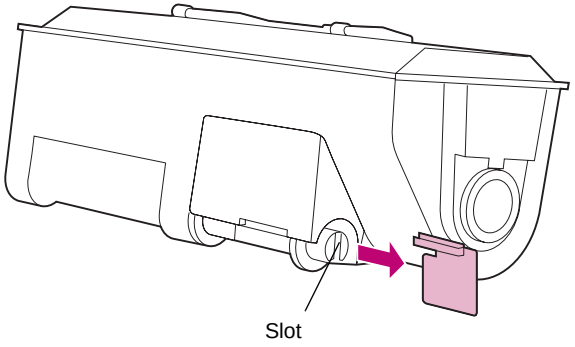
To install the toner cartridge:

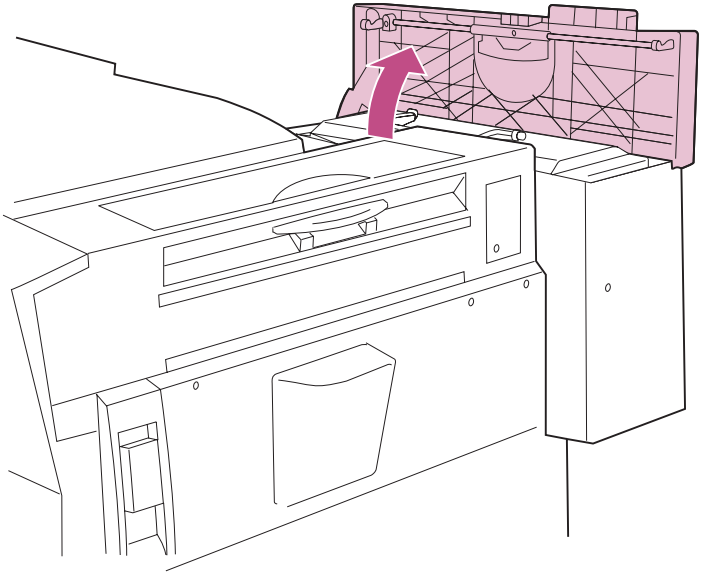


1. **Remove the toner cartridge from its packing materials.**



2. **Turn the cartridge over so the handle is on top.**
3. **Shake the cartridge vigorously in all directions to distribute the toner.**

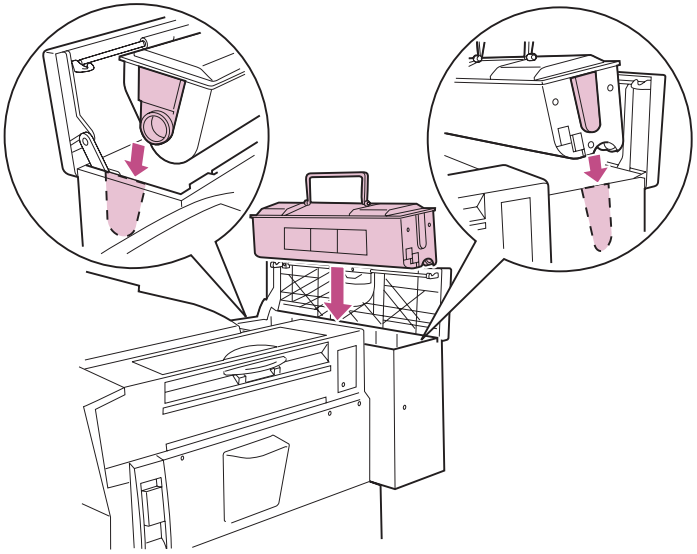




4 **Pull the yellow clip out of the slot on the bottom of the toner cartridge.**

The slot on the toner cartridge must be in the correct position for the cartridge to be installed correctly. The clip ensures that the slot remains correctly oriented until you are ready to install the cartridge. After you pull out the clip, keep it in a convenient place in case you ever need to use it to realign the slot.

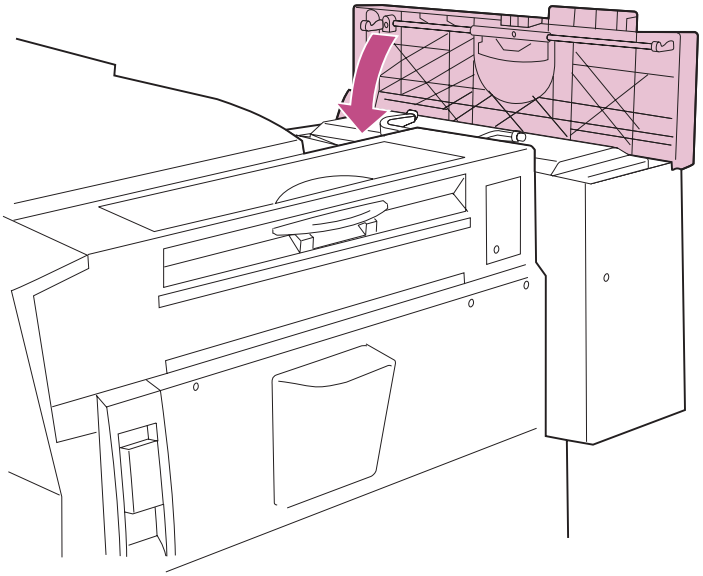
5 **Open the toner box cover on the back of the printer.**



6 **Holding the toner cartridge by the green handle as shown, align the guides on the sides of the toner cartridge with the slots inside the toner box.**

7 **Lower the toner cartridge into the toner box.**

Push gently to make sure the cartridge is firmly seated in the toner box.



8 **Close the toner box cover.**

Installing the photoconductor cartridge

Warning! After you install a photoconductor cartridge in the printer, do not remove the cartridge and reinstall it in that printer or install it in any other printer. Internal printer settings that vary from printer to printer could cause the photoconductor to overdevelop or underdevelop images, resulting in poor print quality or possibly printer damage. Reinserting the photoconductor cartridge in the same printer automatically resets the internal counter that determines when it's time to replace the photoconductor. This could cause you to inadvertently use the photoconductor as much as twice as long as intended, possibly damaging the printer.

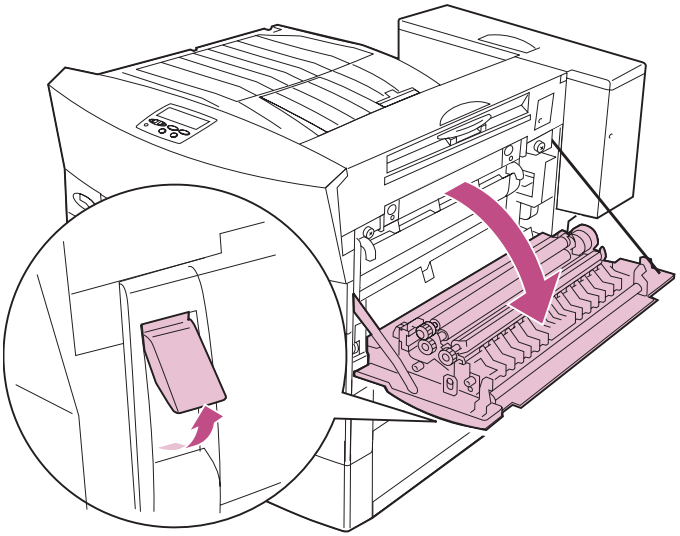
Each photoconductor cartridge supports approximately 90,000 pages of single-sided printing on letter size paper. The printer displays a message when it's time to replace the cartridge. You may want to have some Photoconductor Kits handy, since the printer ceases operating when the photoconductor reaches the end of its life. Refer to the *User's Reference* for more information about the Photoconductor Kit and other printer parts that require periodic replacement.

CAUTION! Make sure the printer is unplugged and cool before continuing.

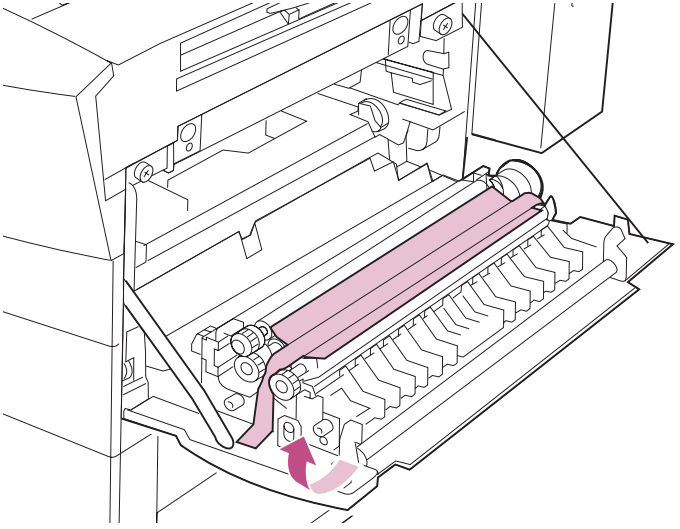
Before you can install the photoconductor cartridge, you must remove the packing materials from inside the printer.

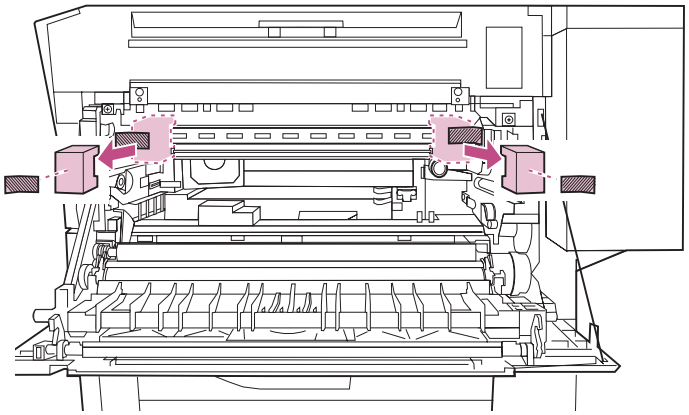
To remove the packing materials:

1 **Lift the side door latch and lower the side door.**

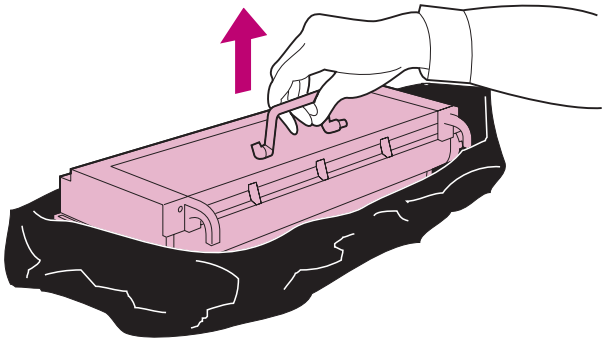


2 **Remove the tape and protective paper from inside the side door, as shown.**



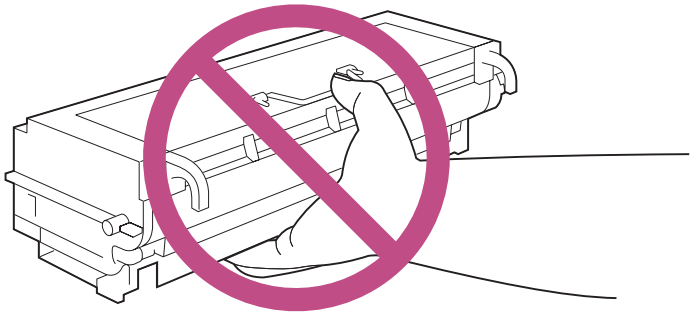


3 **Remove the tape and two foam pads from inside the printer, as shown.**

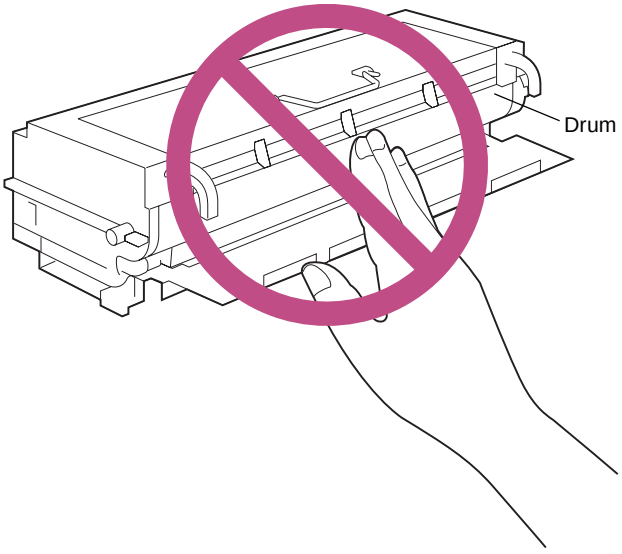


4 **Remove the photoconductor cartridge from its packing materials and carefully remove any protective tape.**

Warning! Be sure to hold the photoconductor cartridge by its handle. Improper handling could damage the photoconductor drum.

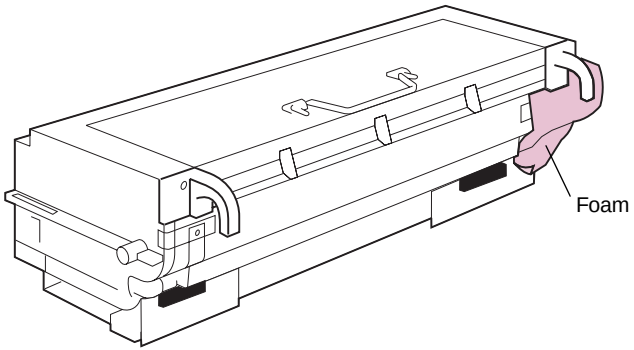


Do not grasp the protective shutter. Touching the shutter could affect the quality of your printed documents.



Never touch the photoconductor drum.

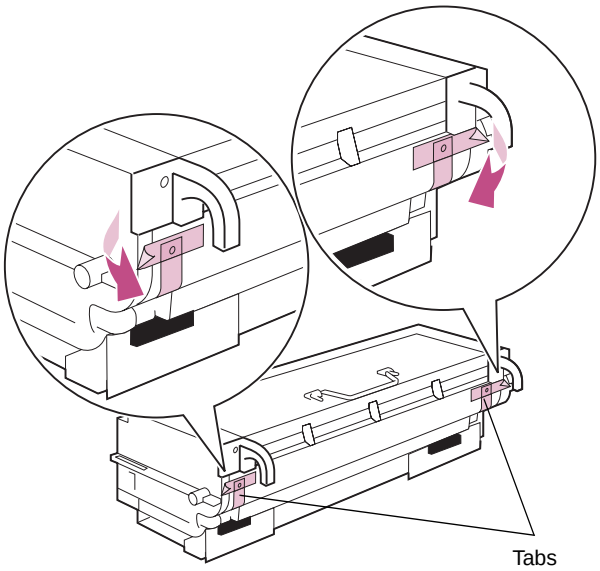
Warning! If you cannot install the photoconductor cartridge immediately, protect it from light by wrapping it in a thick cloth.

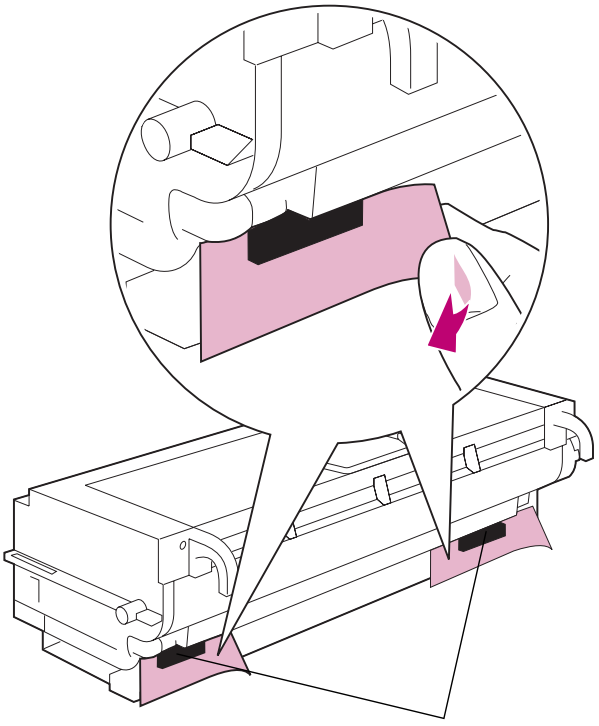


5 **Place the photoconductor on a stable surface.**

6 **Hold the cartridge firmly in place, and peel the protective foam off the side of the photoconductor cartridge.**

7 **Remove the tape and plastic tabs, as shown.**

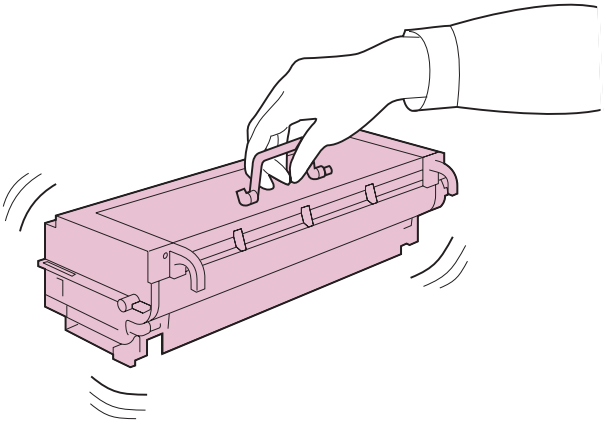




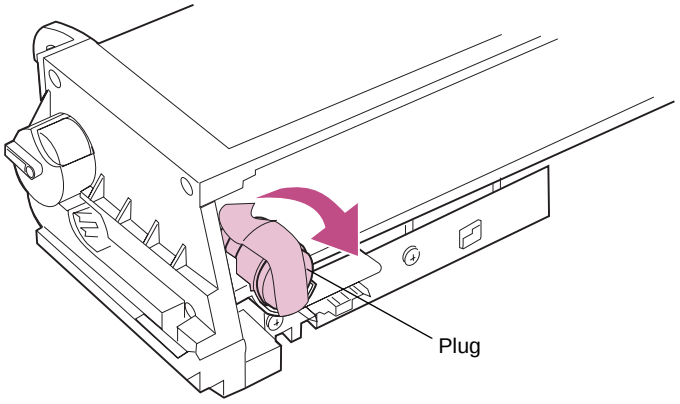
Magnets

8 **Carefully peel off the two labels, removing the magnets as shown.**

Discard the labels and magnets.

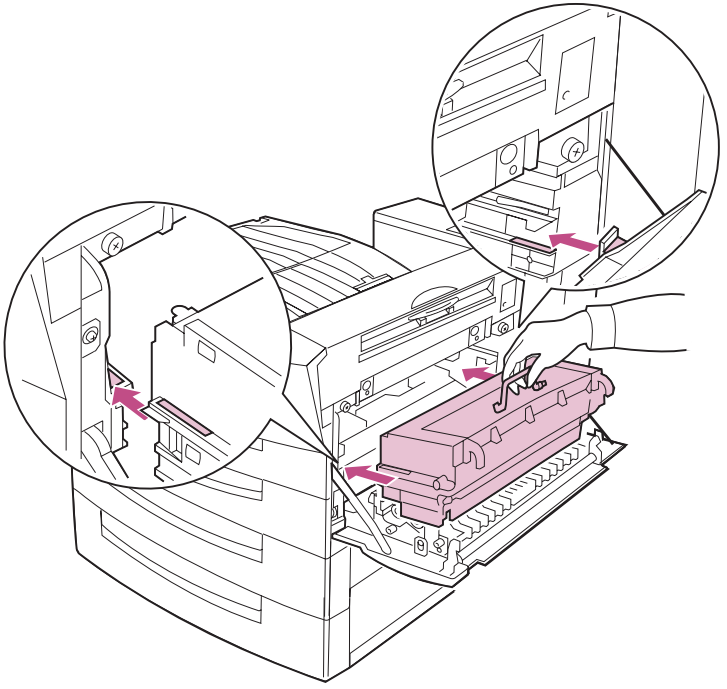


9 **Gently shake the photoconductor cartridge.**

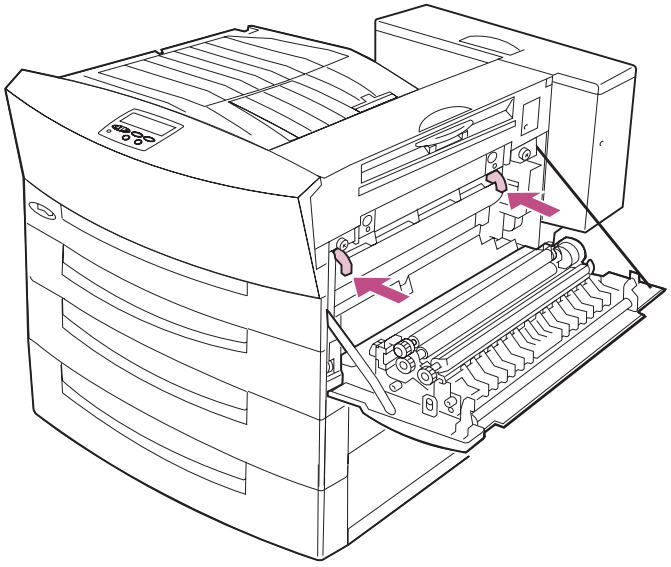


10 **Remove the tape and orange foam plug from the back of the cartridge, as shown.**

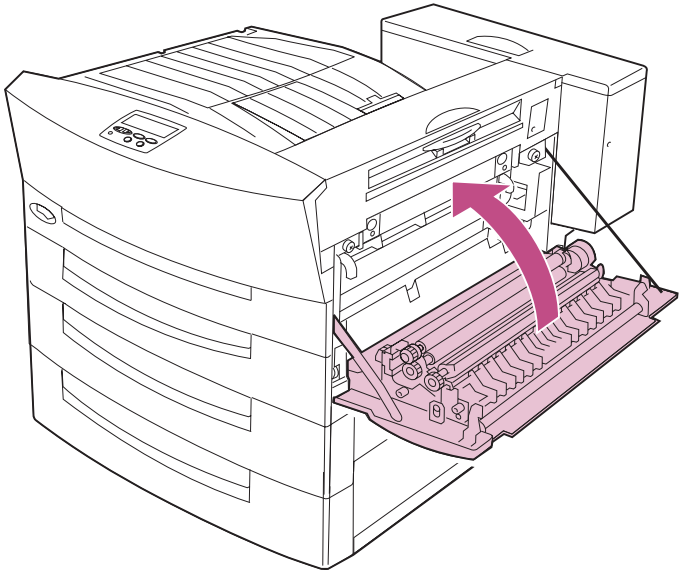
Discard the tape and foam plug.



11 **Align the green rails on the photoconductor cartridge with the green slots in the printer.**

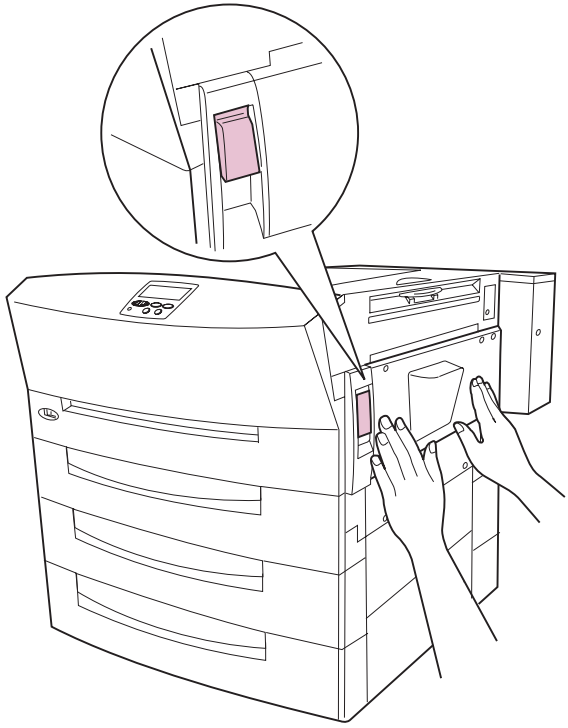


12 **Use the green grips to push the photoconductor cartridge into the printer as far as it will go.**

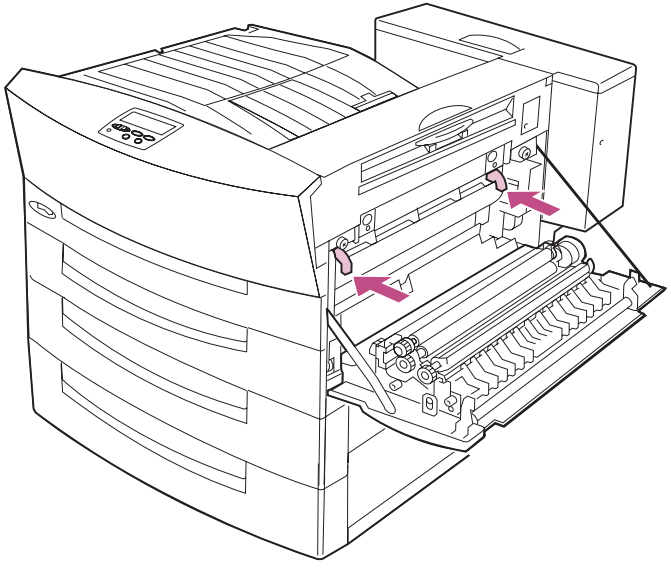


13 **Close the side door.**

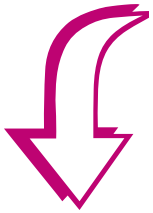
If the side door is hard to close, remove the photoconductor cartridge and check to make sure you removed the tape and foam plug as directed in step 10 on page 41. Reinstall the photoconductor cartridge, firmly pushing the green grips on the cartridge into the printer as far as they will go.



Make sure the side door is closed completely. The latch should be all the way down in the locked position.



If the side door is hard to close, open the door and firmly push the green grips on the photoconductor cartridge into the printer as far as they will go. Then close the door.



14 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

What do I do next?

Task	Go to page …
1 Install memory and option cards.	45
2 Install the duplex option.	62
3 Set up the optional mailbox.	73
4 Set up the optional finisher.	100
5 Load paper.	121

Step 6: Install memory and option cards

Note: You need a small Phillips screwdriver to install these options.

The instructions in this section help you install any of the following options:

- Printer memory
- Flash memory
- Tri-port interface card
- Parallel/USB interface card
- MarkNet™ internal print servers (also called internal network adapters or INAs)
- Hard disk

Refer to the *Complete Printer Reference* on the Lexmark Web site (www.lexmark.com) for more information about each of these options.

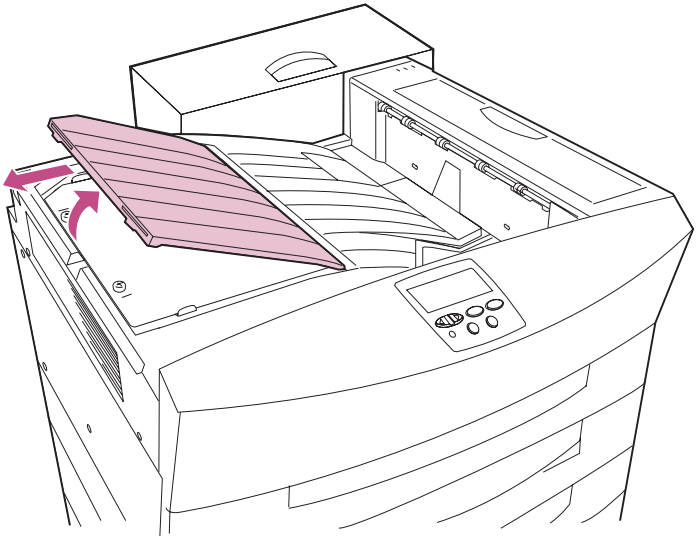
Accessing the printer system board

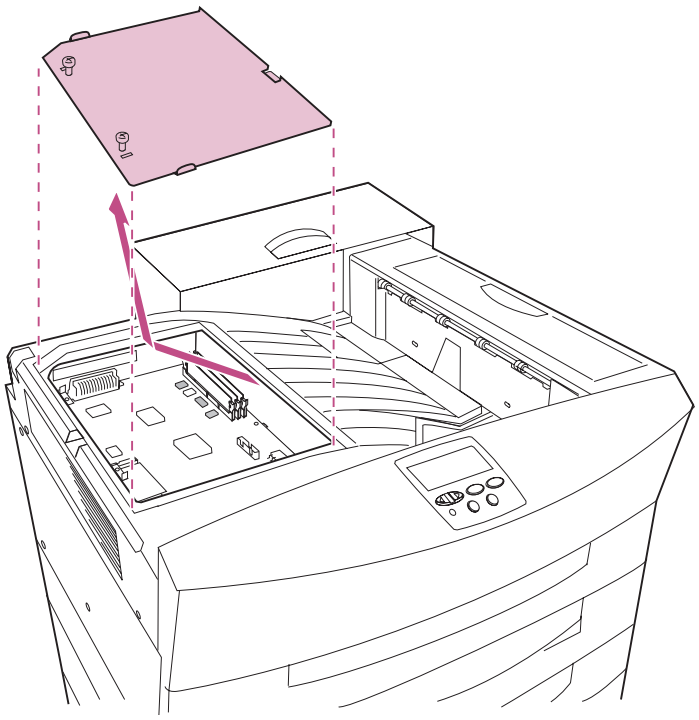
CAUTION! If you are installing memory or option cards sometime after setting up the printer, turn the printer off and unplug the power cord before continuing.

Warning! If you have an optional mailbox or finisher already installed, refer to the *User's Reference* for information about removing the transport unit from the top of the printer.

Before installing these options, you must remove the system board access cover and the metal shield.

1 **Lift the system board access cover off the printer and lay it aside.**





2 **Loosen the two screws on the metal shield. Do not remove the screws.**

3 **Remove the metal shield and lay it aside.**

4 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

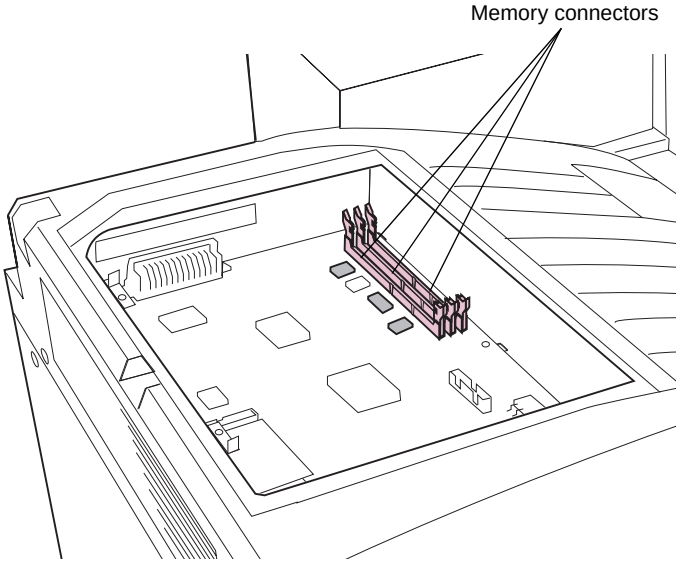
What do I do next?

Task	Go to page …
1 Install a memory card.	48
2 Install a print server or optional interface card.	52
3 Install a hard disk.	55

Installing memory cards

Follow the instructions in this section to install either a printer memory card or a flash memory card. There are three connectors for optional memory cards on the system board. You can install any combination of printer memory and flash memory cards in the three connectors.

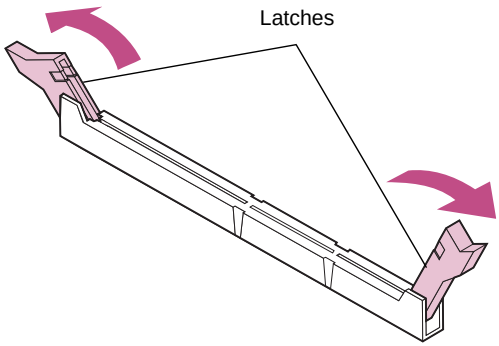
Note: Some memory options offered for other Lexmark printers cannot be used with your printer. Refer to the *Complete Printer Reference* for memory specifications.



1 **Complete the steps in "Accessing the printer system board" on page 46.**

2 **Locate the memory connectors on the system board.**

Each connector can support either a printer memory card or a flash memory card.

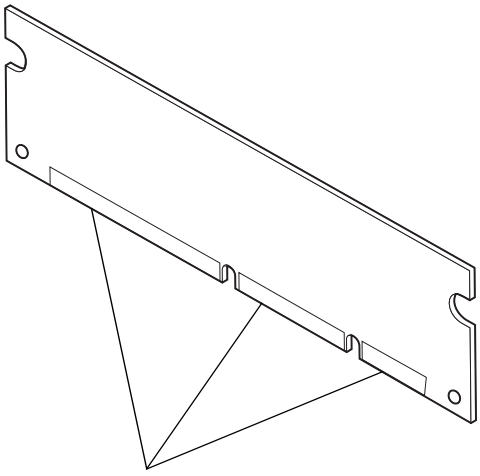


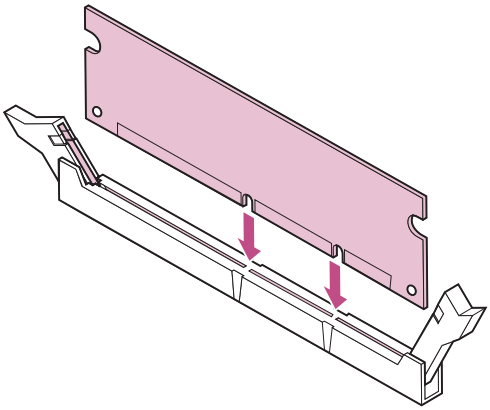
3 **Completely open the latches on either end of the connector you want to use.**

Warning! Printer memory and flash memory cards are easily damaged by static electricity. Touch something metal on the printer before you touch a memory card.

4 **Unpack the memory card.**

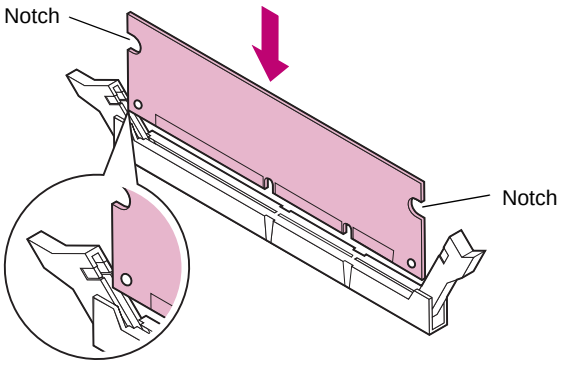
Avoid touching the connection points along the edge of the card. Save the packaging.





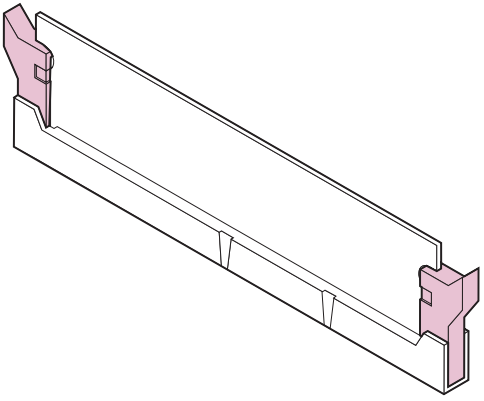
5 **Hold the memory card with the connection points pointing toward the memory connector on the system board, as shown.**

6 **Align the notches on the bottom of the card with the notches on the connector.**



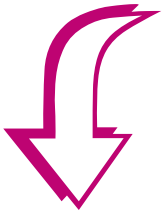
7 **Push the memory card firmly into the connector until the latches on either end of the connector *snap* into place.**

It may require some force to fully seat the card.



Make sure each latch fits over the notch on the end of the card, as shown.

8 **Repeat steps 4 through 7 to install other memory cards.**



9 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

What do I do next?

Task	Go to page …
1 Install a print server or optional interface card.	52
2 Install a hard disk.	55
3 Replace the system board access cover.	59

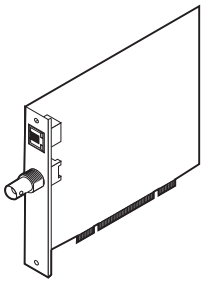
Installing option cards

Note: The Optra W810n and W810dn printer models ship with an Ethernet print server already installed.

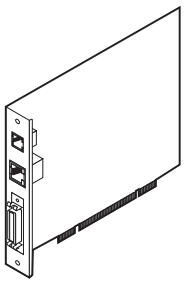
Your printer has two connectors that support the following option cards:

- Tri-port interface card
- Parallel/USB interface card
- MarkNet internal print server

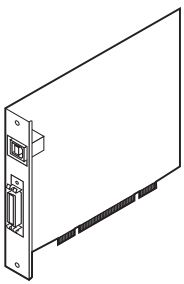
The Optra W810 has a separate connector for a hard disk. See “Installing a hard disk” on page 55. However, you can use the disk adapter card supported by some other Lexmark laser printers to install a hard disk in one of the option card connectors, *if you do not install a disk in the unique disk connector*.



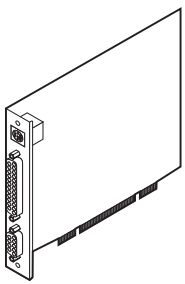
Install a MarkNet internal print server to add an Ethernet or Token-Ring port for connecting your printer to a local area network (LAN).



Install an internal print server with modem support (for sending or receiving fax data) as well as a SCSI port, in addition to the Ethernet port.



Install a parallel/USB interface card to add a USB (Universal Serial Bus) port and a second parallel port.

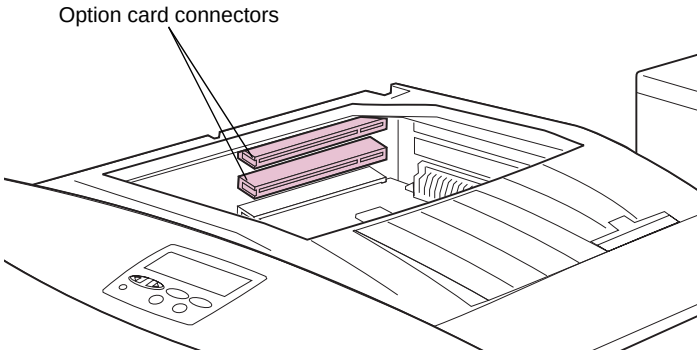


Install a tri-port interface card to add LocalTalk, serial, and infrared ports.

Complete the following steps to install an internal print server, tri-port interface card, or parallel/USB interface card:

1 **Complete the steps in "Accessing the printer system board" on page 46.**

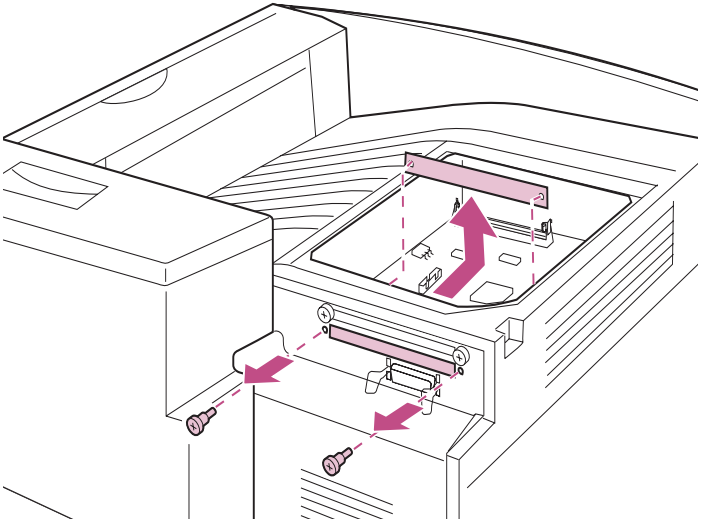
2 **Locate the option card connectors.**



3 **Remove the metal plate covering the connector slot on the back of the printer.**

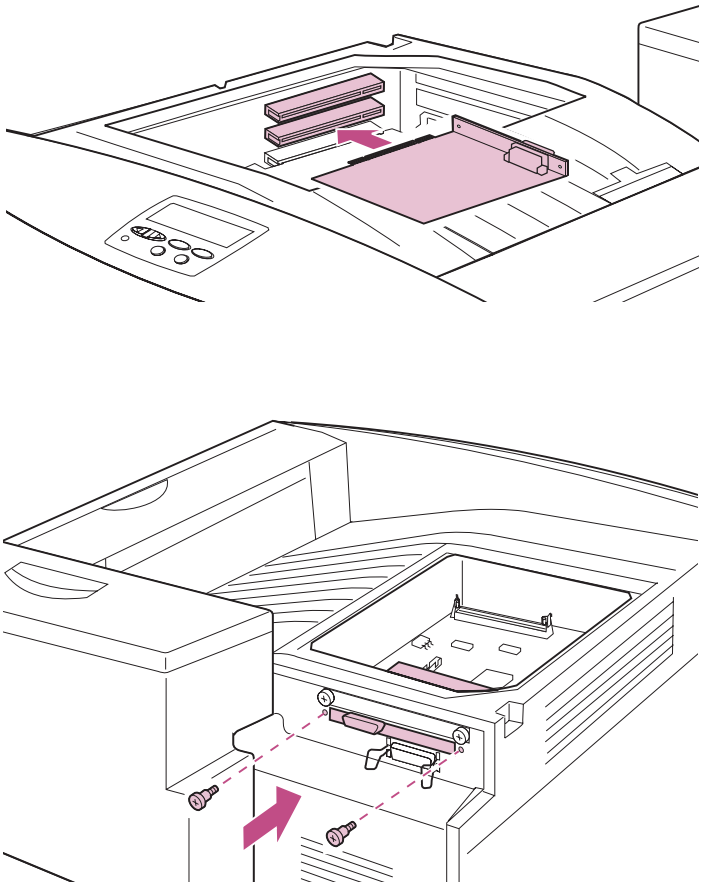
a **Remove and save the screw on each end of the metal plate.**

b **Remove the metal plate.**



Rear view

Warning! Option cards are easily damaged by static electricity. Touch something metal on the printer before you touch an option card.



Rear view

4 Unpack the option card.

Save the packing materials.

5 Align the connector on the option card with the connector on the system board.

The cable connectors on the side of the option card must fit through the opening in the back of the printer.

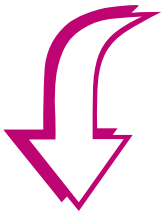
6 Push the option card firmly into the option card connector.

7 Insert the two screws saved from the metal plate (or the extra screws shipped with the option card) into the holes on either side of the connector opening.

8 Tighten the screws to secure the card to the system board.

9 **Repeat steps 3 through 8 to install another option card.**

10 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**



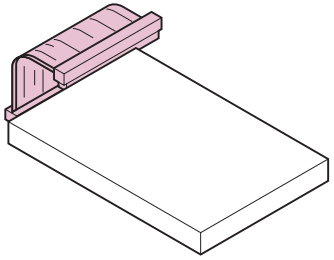
What do I do next?

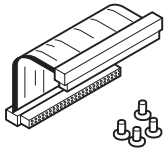
Task	Go to page …
1 **Install a hard disk.**	55
2 **Reinstall the system board access cover.**	59

Installing a hard disk

Two hard disk options are available from Lexmark:

- A hard disk with a ribbon cable already installed.



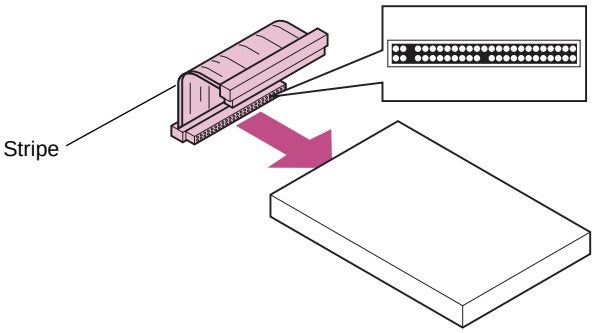


- An adapter ribbon cable that you can use to install any other Lexmark or third-party hard disk meeting the following criteria:
  - — 2.5-inch platter
  - — ATA-2 (IDE) interface
  - — Maximum thickness of 13 mm (0.51 in.)

Attaching an adapter ribbon cable

If you bought an adapter ribbon cable for a separate hard disk, follow these instructions to attach the cable to the hard disk.

Note: The adapter ribbon cable comes with screws for securing the hard disk to the metal bracket inside the printer.



If your hard disk already has a ribbon cable attached, go to “Attaching a hard disk” on page 57.

1. **Locate the 47-hole connector on the ribbon cable.**

   One of the 50-hole connectors has three holes plugged.

2. **Attach the 47-hole connector to the hard disk connector.**

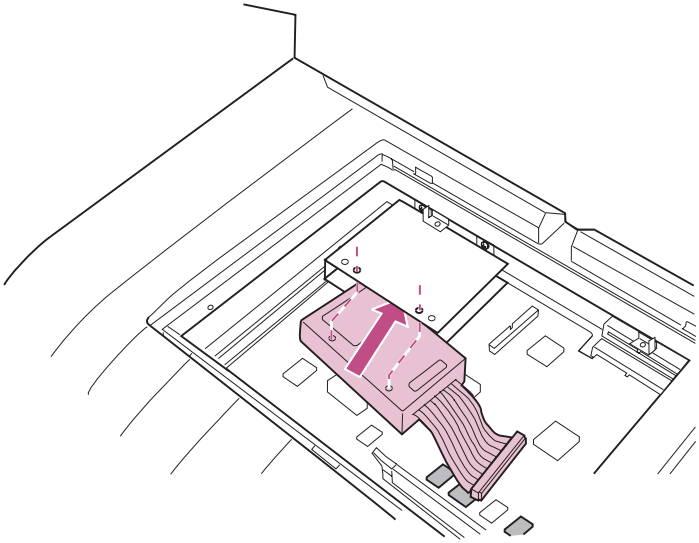
   When correctly installed, the stripe on the ribbon cable is oriented as shown.

3. **Continue with “Attaching a hard disk” on page 57.**

Attaching a hard disk

Complete the following steps to attach a hard disk to your printer system board.

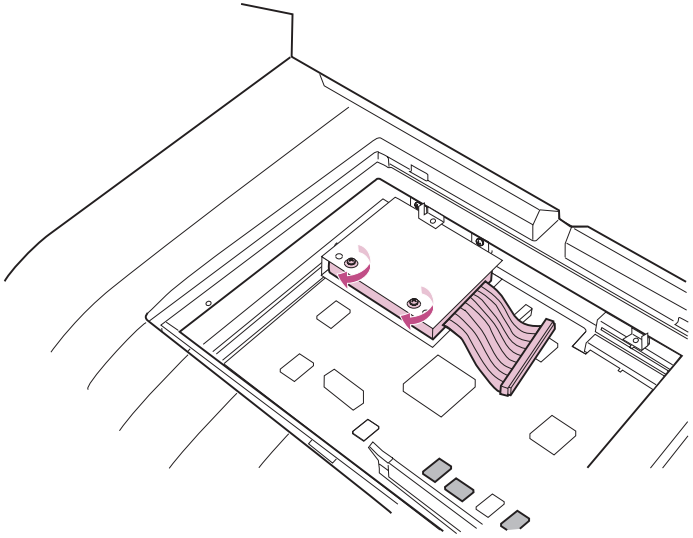
1. **Complete the steps in “Accessing the printer system board” on page 46.**
2. **Attach the hard disk to the metal bracket.**



   a. **Slide the hard disk all the way into the metal bracket.**

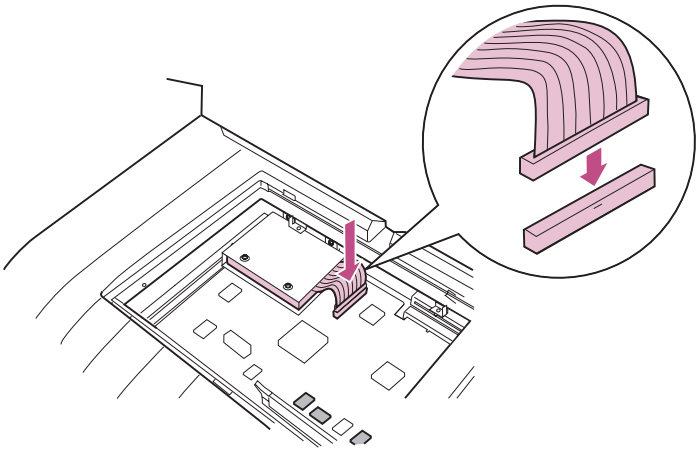
   b. **Align the holes on the top of the hard disk with two of the holes on the metal bracket.**

      The holes on the hard disk you’re installing may line up with different holes than the ones illustrated.



   c. **Insert a screw into each of the two holes on the metal bracket.**

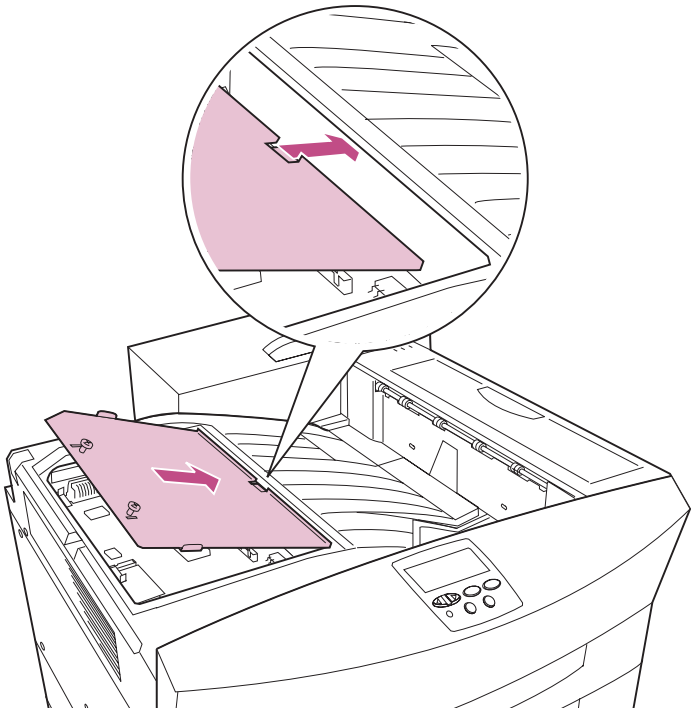
   d. **Tighten each screw.**



3 **Push the ribbon cable connector firmly into the system board connector, as shown.**

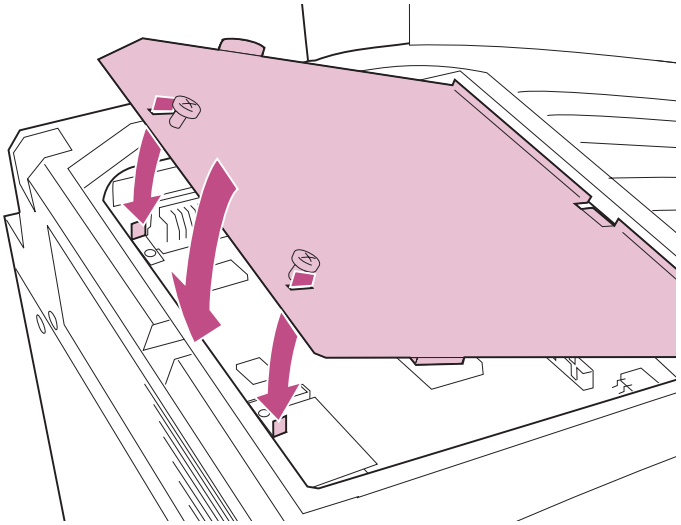
4 **Continue with “Reinstalling the system board access cover” on page 59.**

Reinstalling the system board access cover



After installing your option cards, you must reinstall the metal shield and system board access cover.

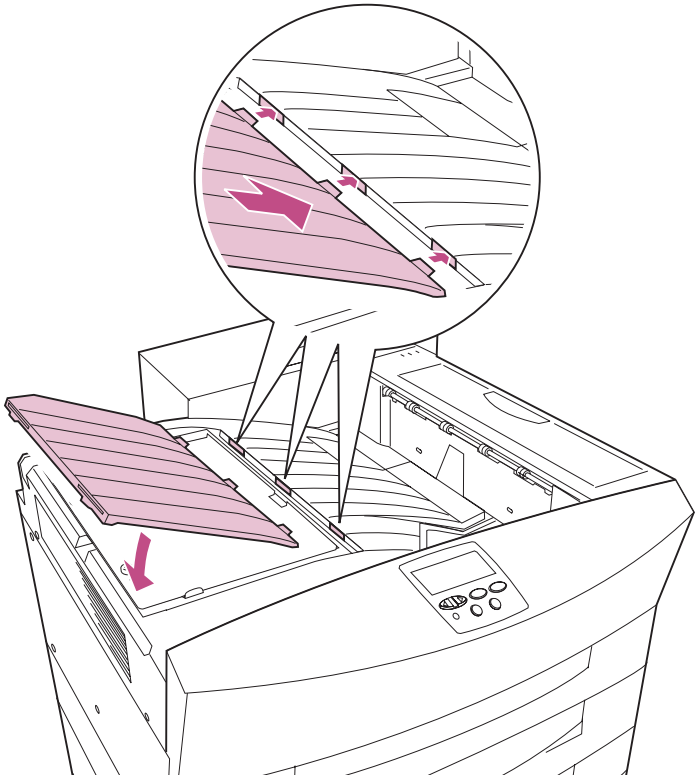
1. **Reinstall the metal shield.**
   a. **Slide the tab on the metal shield under the lip of the opening, as shown.**



b **Align the slots on the other side of the shield with the tabs on the printer.**

c **Lower the shield into place.**

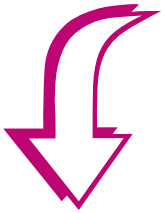
d **Tighten the two screws on the metal shield.**



2 **Reinstall the system board access cover.**

a **Insert the tabs on the system board access cover into the slots on the printer, as shown.**

b **Lower the cover and gently push it down to *snap* it into place.**



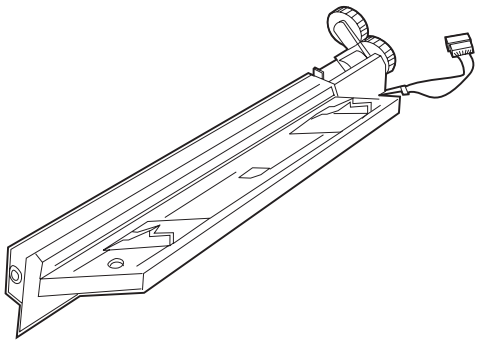
3 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

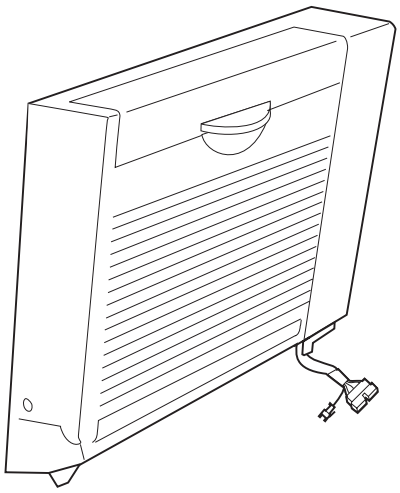
What do I do next?

Task	Go to page …
1 Install a duplex option.	62
2 Set up the optional mailbox.	73
3 Set up the optional finisher.	100
4 Load paper.	121

Step 7: Install the duplex option

Note: The Optra W810*dn* model ships with duplexing hardware already installed.





The Optra W810 printer supports a Duplex Option that lets you print on both sides of a sheet of paper.

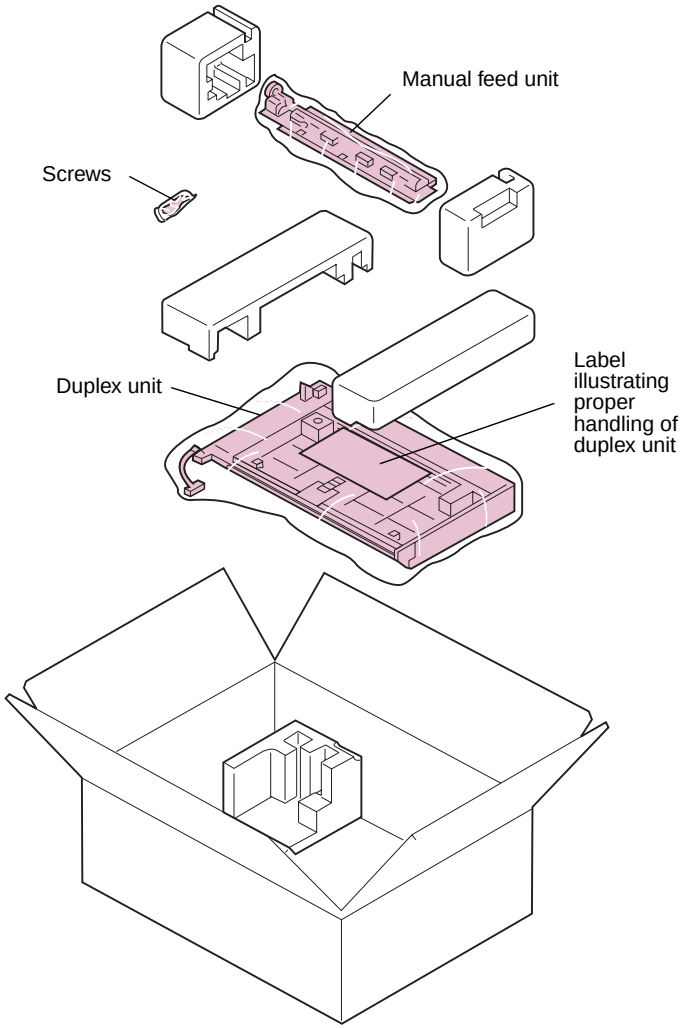
The duplex option consists of two components:

- The *manual feed unit,* which you must install first
- The *duplex unit*

You will remove several covers from the printer while you're installing the duplex option. Store the covers and screws in a safe place in case you decide to remove the duplex option from the printer sometime in the future.

To install the duplex option:

Warning! Handle the duplex unit as shown in the label on its packaging material to avoid damaging the unit.



1. **Remove the duplex option from its packing materials.**

   Save the carton and packing materials in case you need to repack the option.

2. **Remove any shipping foam and tape from the manual feed unit and duplex unit.**

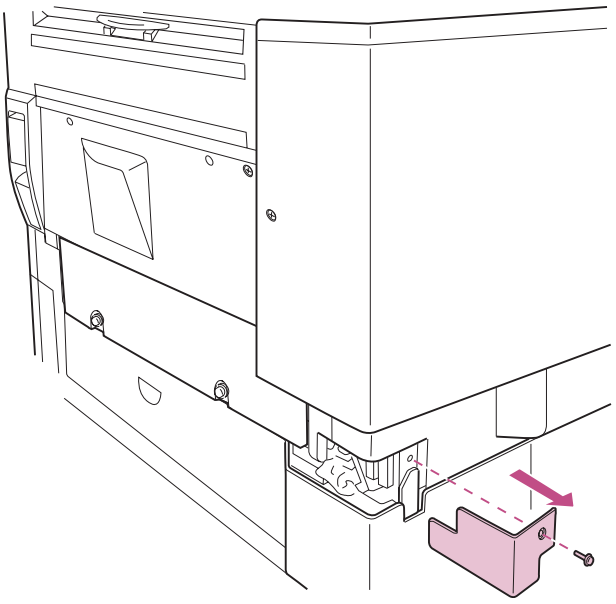
3. **Make sure you have the following items:**

   — Manual feed unit with three screws
   — Duplex unit

   If any items are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.

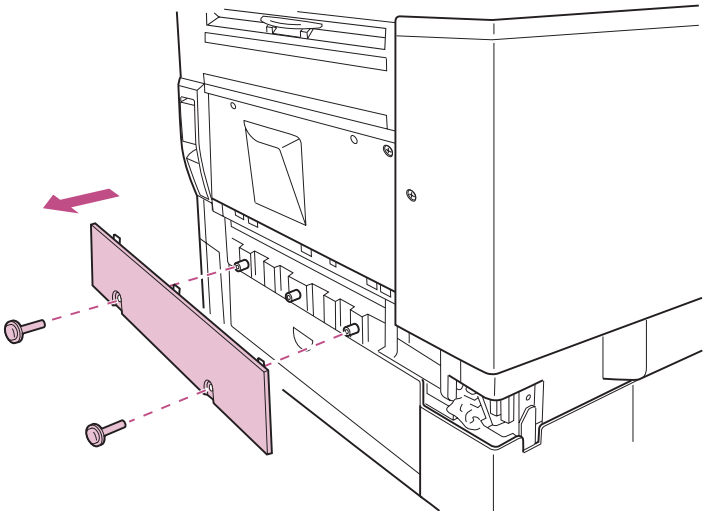
Attaching the manual feed unit

CAUTION! If you are installing the duplex option sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.



1 **Remove the connector cover located on the right rear corner of the printer.**

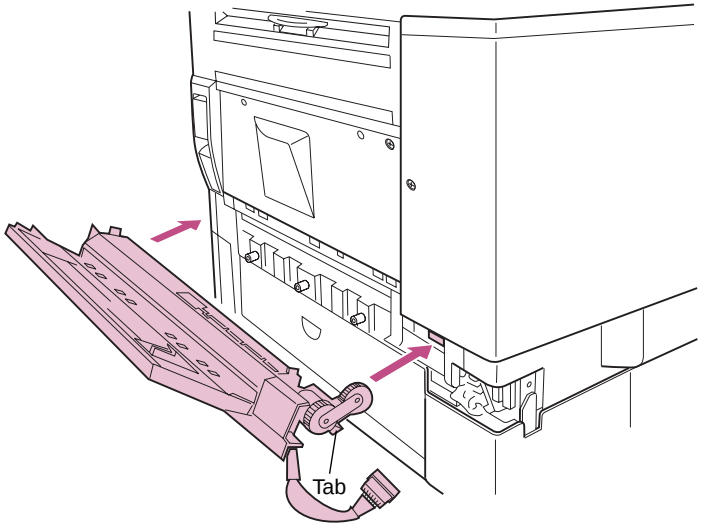
2 **Remove the side panel.**

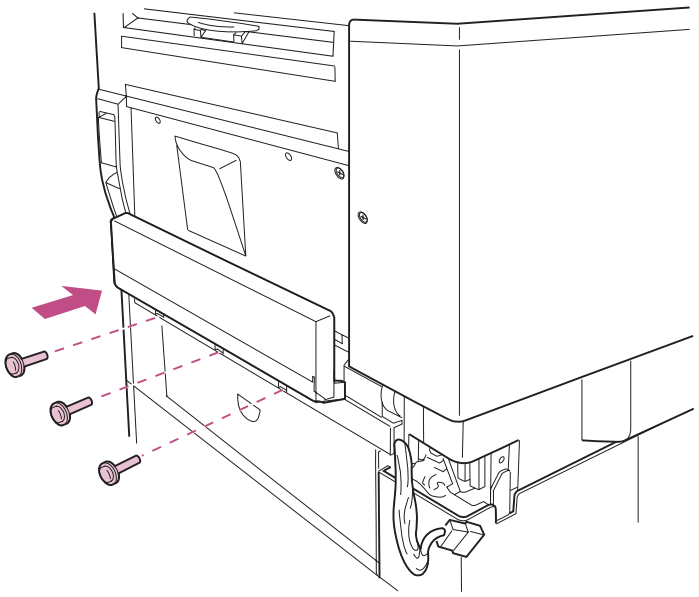


3 **Orient the manual feed unit to the printer, as shown.**

4 **Insert the gear on the right side of the manual feed unit into the opening on the printer.**

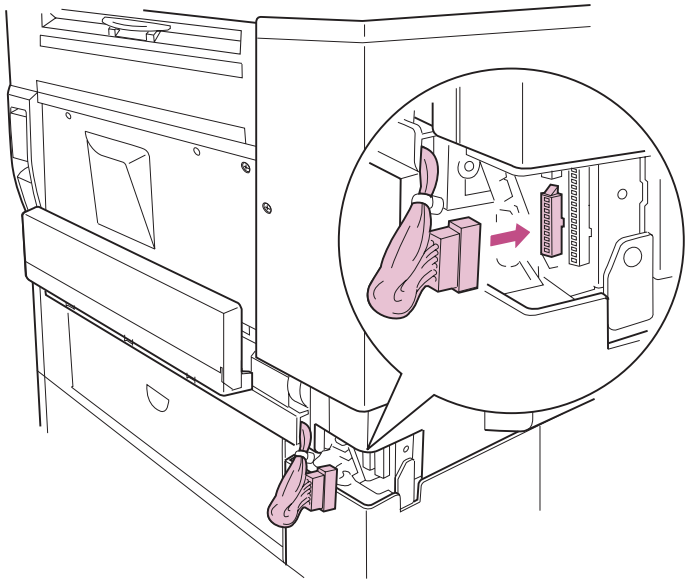
Be careful not to bend the metal tab located near the gear.





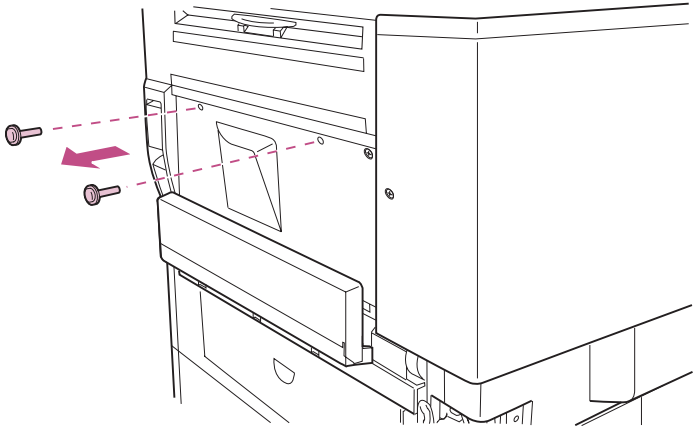
5 **Close the tray on the manual feed unit.**

6 **Secure the manual feed unit to the printer using the three screws.**

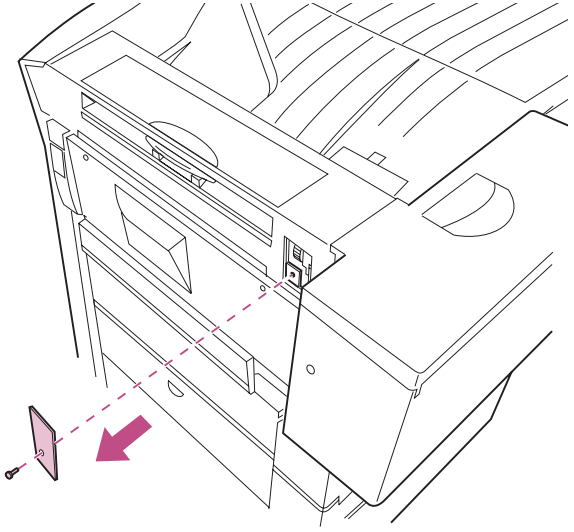


7 **Plug the cable connector into the left socket on the printer.**

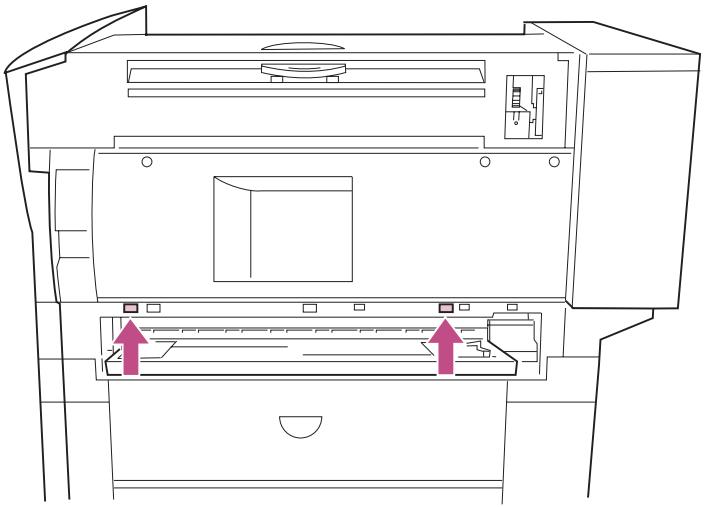
Attaching the duplex unit



1 **Remove the two screws from the side door.**



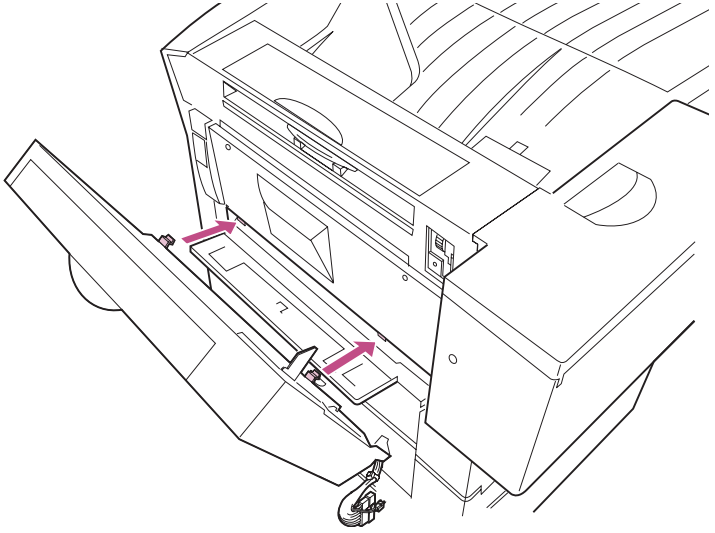
2 **Remove the gear cover above the side door.**



3 **Lower the manual feed unit's tray.**

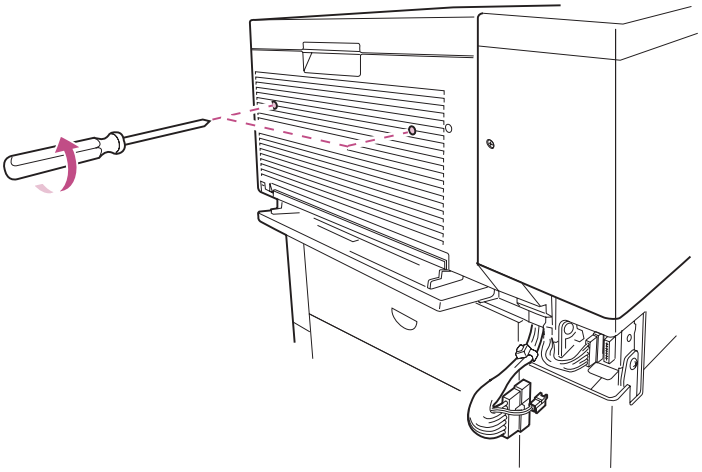
4 **Locate the two holes on the printer above the manual feed unit.**

Warning! Be sure to hold the duplex unit by its sides to avoid damaging the unit.



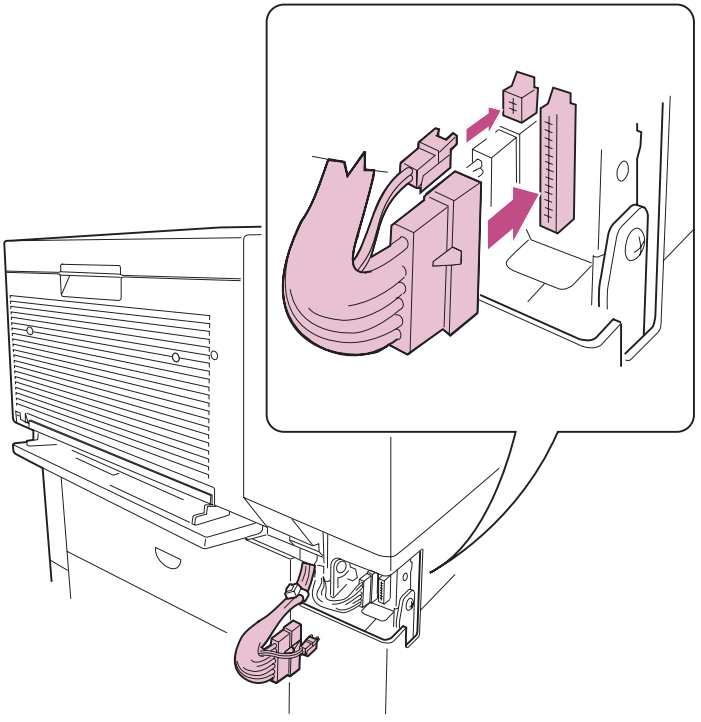
5 **Insert the tabs on the bottom of the duplex unit into the holes, as shown.**

6 **Push the duplex unit against the printer.**

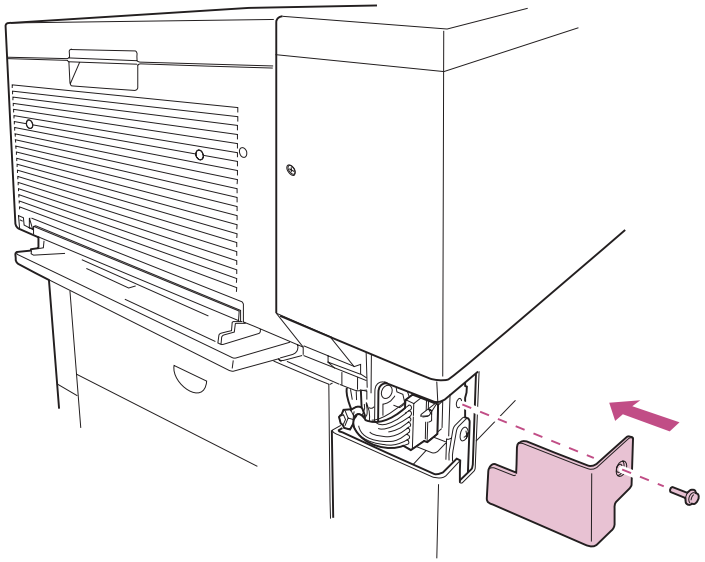


7 **Use a long Phillips screwdriver to tighten the recessed screws that secure the duplex unit to the printer.**

Hold the duplex unit firmly in place while you tighten the screws.



8 **Insert the duplex unit cable connectors into the sockets on the printer, as shown.**



9 **Make sure the connector cords are completely inside the socket compartment.**

10 **Reinstall the connector cover.**

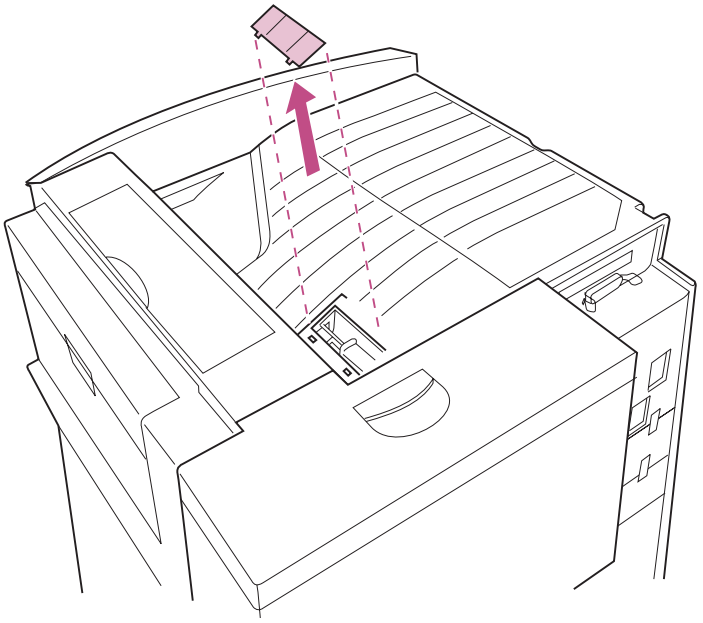
If the connector cover is difficult to reinstall, tuck the cords *very tightly* inside the socket compartment and try again.

Adjusting the side door tension

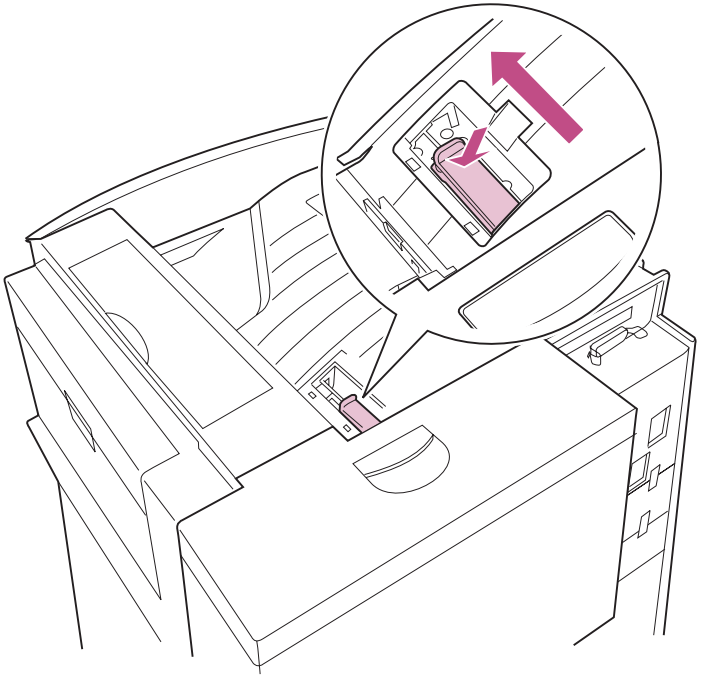
After you install the duplex option, you must adjust the tension of the wire that supports the side door and the weight of the newly attached duplex unit.

If you've already installed a 10-bin mailbox or a finisher, you'll need to separate it from your printer before following the steps that begin on page 71.

Note: Be sure to return the tension adjuster to its original position if you remove the duplex option from the printer.

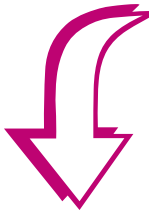


1 **Remove the small cover on the top of the printer.**



2 **Push down on the green tension adjuster and slide it toward the front of the printer.**

3 **Reinstall the cover.**

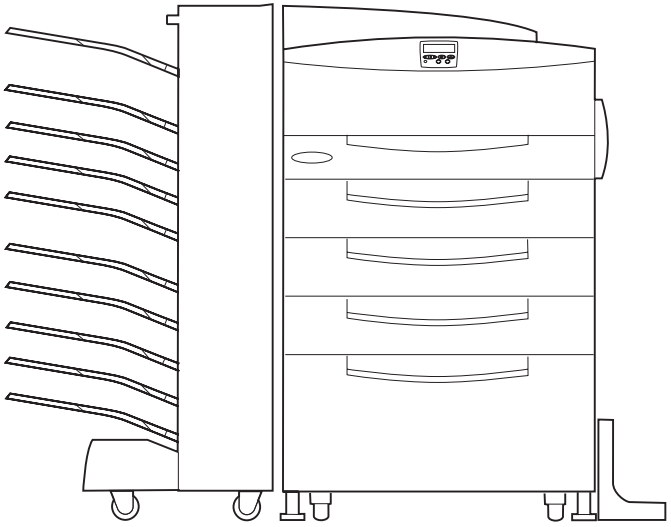


4 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

What do I do next?

Task	Go to page …
1 Set up the optional mailbox.	73
2 Set up the optional finisher.	100
3 Load paper.	121

Step 8: Set up the optional mailbox



The Optra W810 supports a 10-Bin Mailbox Option that helps you organize your printed documents.

Before you can attach the mailbox, however, you must make sure your printer is the correct height to align with the height of the mailbox. You can do this by configuring the printer with one of the following Lexmark options:

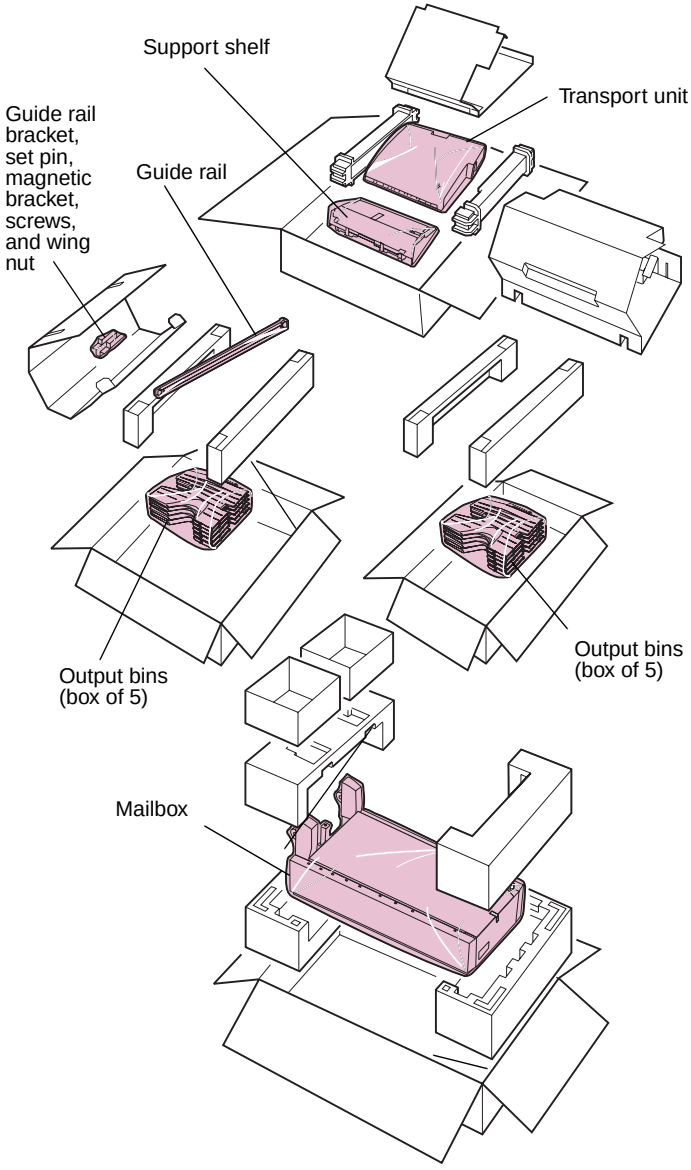
- A 2500-sheet drawer option
- A combination of a 500-sheet drawer option *and* an appropriate printer stand
- A printer stand of the appropriate height

  Contact Lexmark for more information about the printer furniture available for the Optra W810 printer.

The figure to the left shows the printer properly aligned with the mailbox.

Note: The illustrations in this section show a printer with an optional 2500-sheet drawer attached.

CAUTION! If you are installing the mailbox sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.



To set up the mailbox:

1. **Remove the mailbox and all other items from their packing materials.**

   Remove any plastic wrapping, shipping tape, and protective foam. Leave the screws and magnetic accessories taped to the transport unit.

   Save the carton and packing materials in case you need to repack the mailbox.

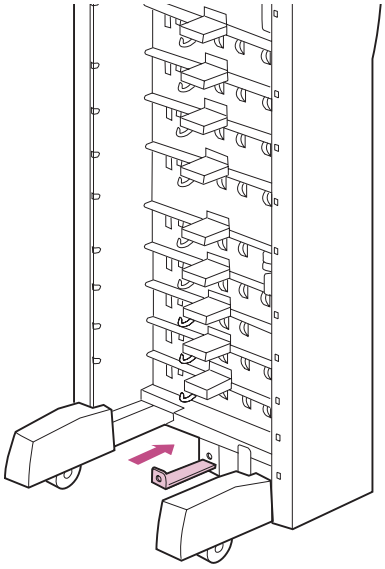
2. **Make sure you have the following items:**

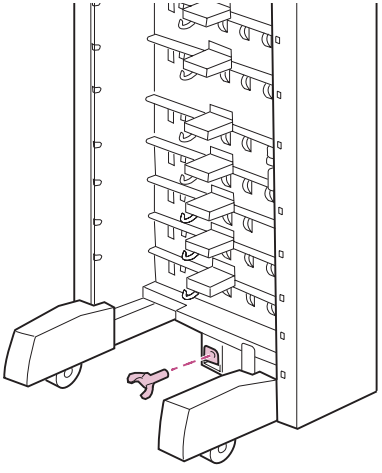
   — Mailbox
   — 10 output bins
   — Transport unit
   — Support shelf
   — Guide rail
   — Guide rail bracket
   — Set pin
   — Magnetic bracket
   — 2 screws
   — 1 wing nut

   If any items are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.

Securing the stabilizing bar

CAUTION! The mailbox weighs 28 kg (62 lb) and requires two people to lift it safely.





1. **Have someone help you stand the mailbox upright.**

2. **Use the cutout on the cardboard panel to pull the cardboard off the mailbox.**

3. **Locate the stabilizing bar on the bottom of the mailbox.**

   One end of the stabilizing bar has a tab with a screw hole in it, and the other end has a roller on it.

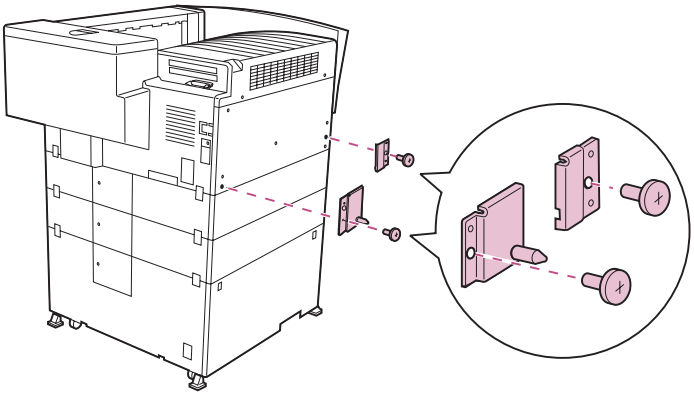
4. **Slide the stabilizing bar under the mailbox until the end that has a screw hole in it is flush with the mailbox.**

   The end that has a roller on it extends all the way out the opposite side.

5. **Secure the stabilizing bar to the bottom of the mailbox with a wing nut.**

Attaching the set pin and magnetic bracket

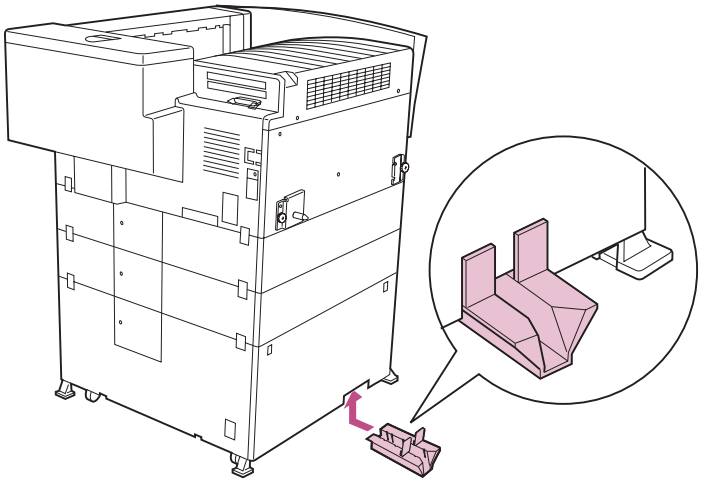
Note: The set pin and magnetic bracket form a connection between the printer and the mailbox. They are not interchangeable with the set pin and magnetic bracket for the optional finisher.



Rear view

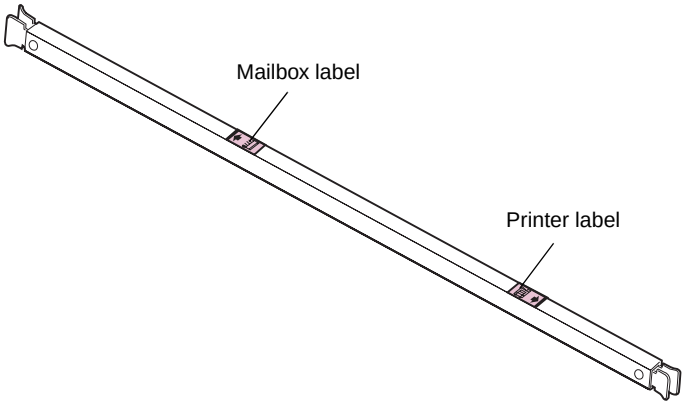
1. **Locate the screw holes on the left side of the printer.**
2. **Attach the set pin and the magnetic bracket, as shown.**

Attaching the guide rail



1 Slide the guide rail bracket under the bottom of the 2500-sheet drawer, and lift the bracket up until it clicks into place.

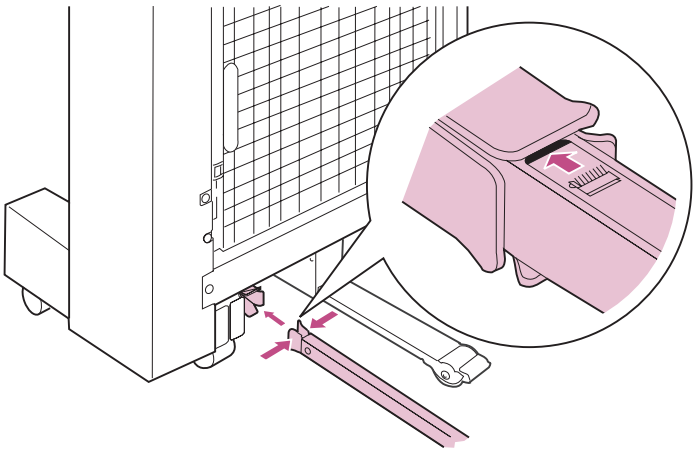
The tabs of the guide rail bracket fit flush against the side of the 2500-sheet drawer when the bracket is properly installed.



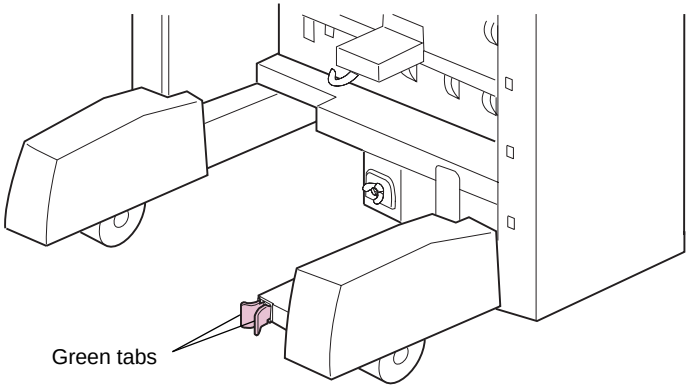
2 Orient the guide rail so the two small labels are facing up.

One label is an illustration of a mailbox, and the other is an illustration of a printer.

Use the labels as a guide as you continue with the steps on page 78.



Warning! Make sure you can see the guide rail's green tabs on the opposite side of the mailbox. Otherwise, the mailbox could be pulled too far away from the printer and cause damage to printer attachments.

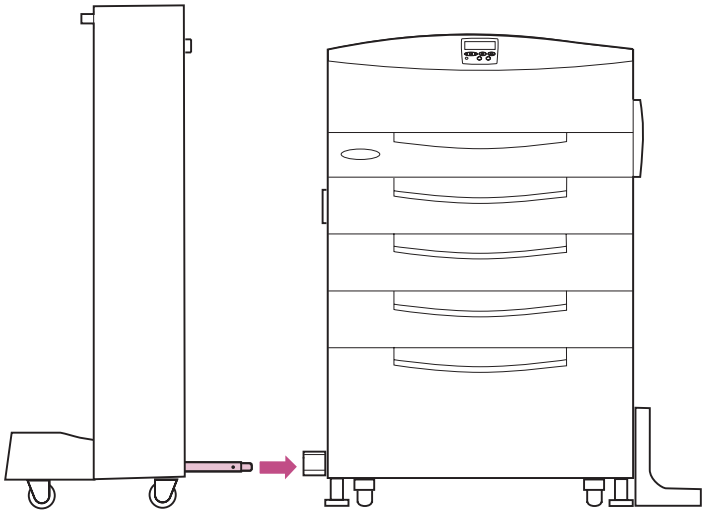


Note: The mailbox must be properly aligned with the printer or paper jams may occur.

3 **Squeeze the green tabs on the end of the guide rail nearest the mailbox label, and insert the guide rail into the bracket on the bottom of the mailbox.**

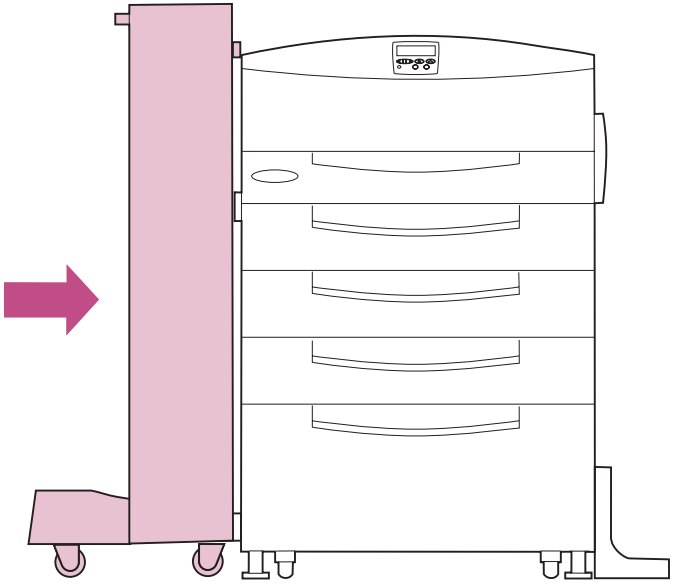
4 **Slide the guide rail through the bracket as far as the mark on the label, as shown.**

The guide rail should *click* securely into place, and should not slide out when you pull on it.

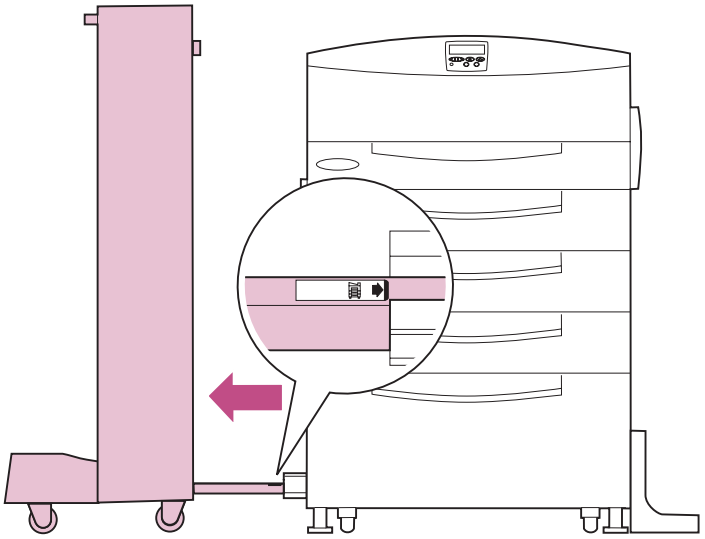


5 **Align the mailbox with the printer, as shown.**

6 **Insert the free end of the guide rail into the bracket you attached to the 2500-sheet drawer.**



7 **Push the mailbox flush against the printer to fully insert the guide rail.**

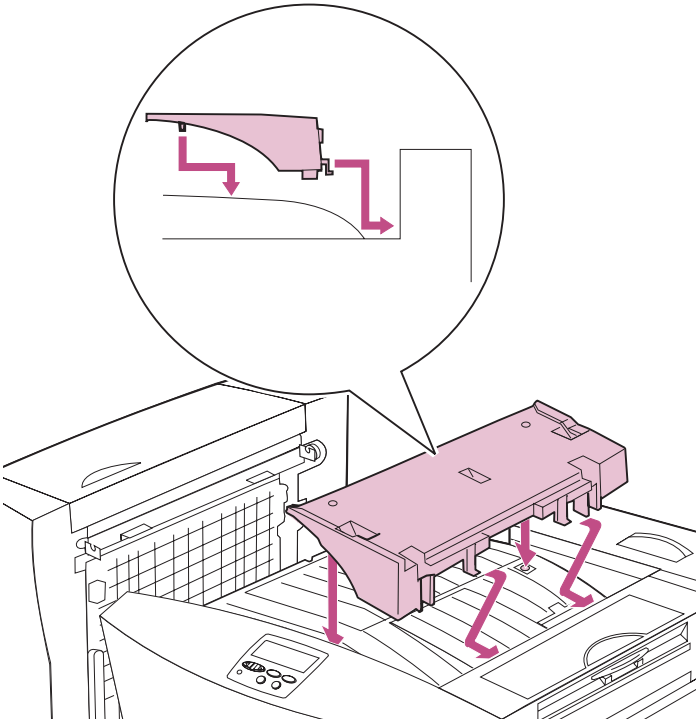


8 **Pull the mailbox away from the printer until the guide rail *clicks* into place.**

The line on the label closest to the printer should be aligned with the edge of the bracket on the 2500-sheet drawer.

CAUTION! Proper installation of the guide rail prevents you from pulling the mailbox too far away from the printer. After you install the transport unit on top of the printer (see page 81), the locking guide rail prevents the transport unit from falling between the printer and the mailbox, possibly causing personal injury.

Positioning the transport unit

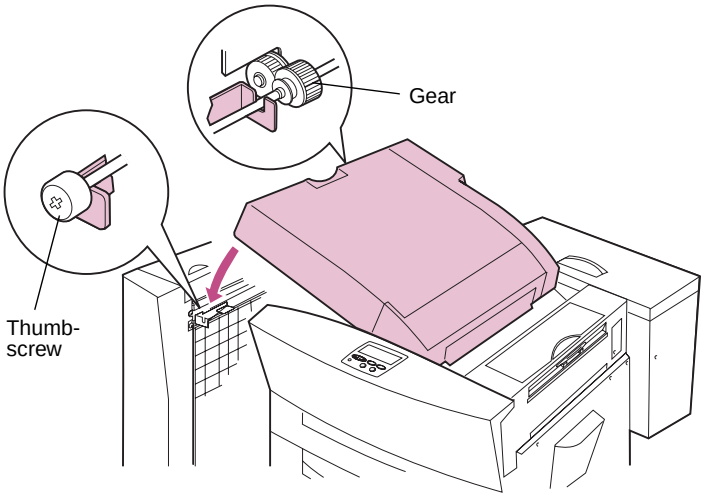


The transport unit carries the printed pages across the top of the printer to the mailbox. You must install the support shelf before installing the transport unit.

1. **Remove any tape from the top of the printer.**
2. **Install the support shelf on the top of the printer, as shown.**

   Gently press the shelf in place to make sure the tabs on the shelf fit into the positioning holes on the printer.

Warning! Be sure to use both hands to hold the transport unit while you position it on the printer.

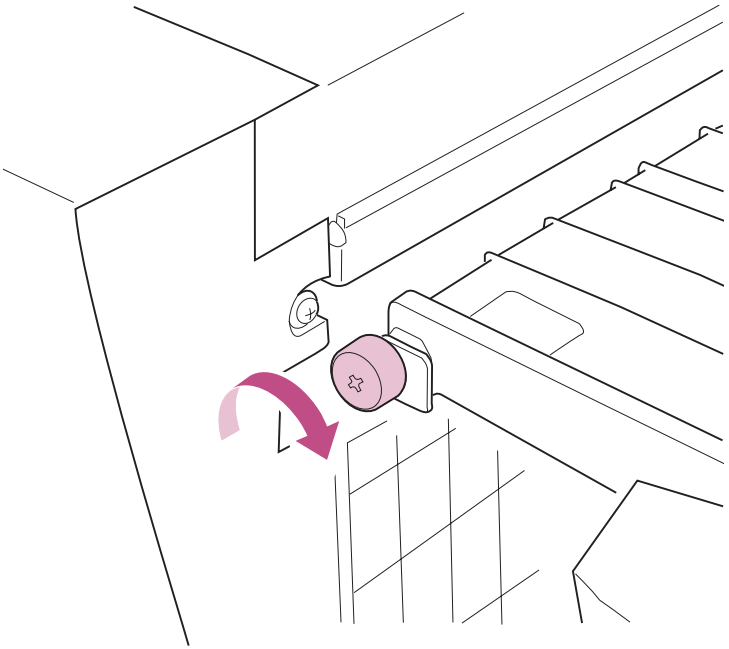


3 **Position the transport unit on top of the support shelf.**

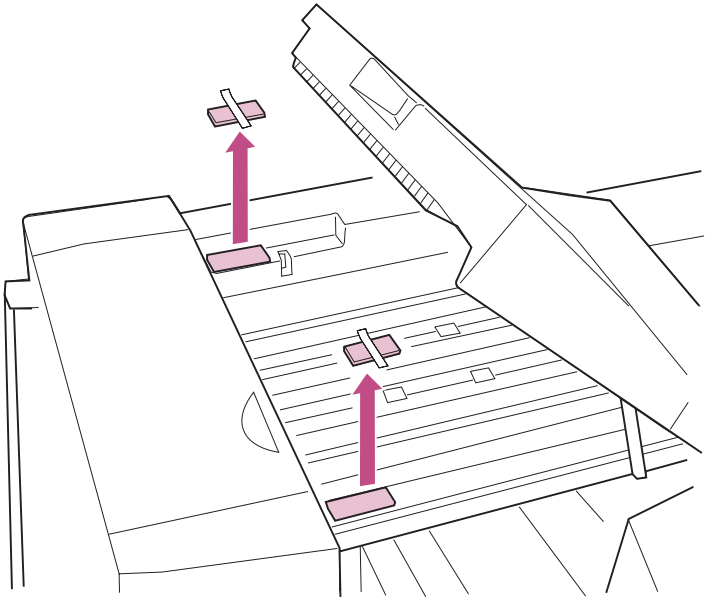
4 **Open the transport unit cover.**

5 **Lower the metal shaft on the bottom of the transport unit into the two metal brackets on the mailbox, as shown.**

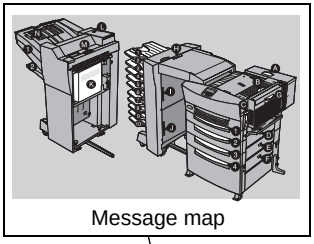
Make sure the thumbscrew and gear on the ends of the shaft rest outside the metal brackets. Loosen the thumbscrew, if necessary, to make installation easier.

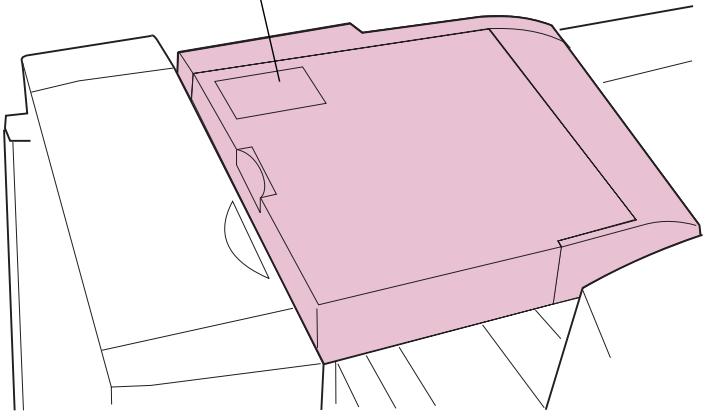


6 **Tighten the thumbscrew to secure the transport unit to the mailbox.**



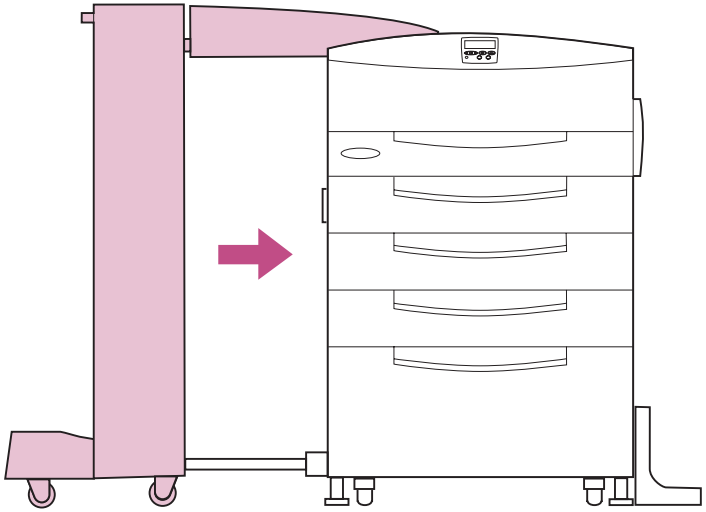
7 **Remove the shipping tape inside the transport unit, as shown.**





8 **Close the cover on the transport unit.**

Note that the expanded message map on top of the transport unit identifies the mailbox doors and bins.



9 **Push the mailbox toward the printer until the two are flush.**

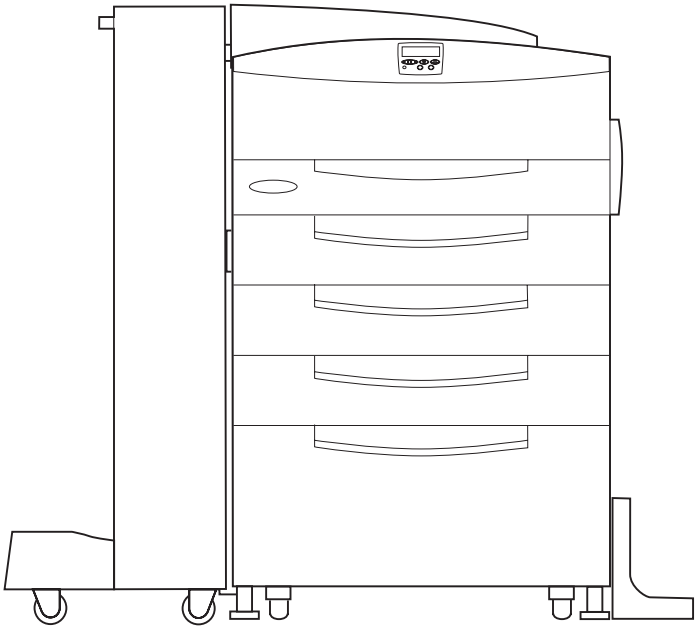
Aligning the mailbox and the printer

The mailbox must be parallel with the printer and the two must be at the same height, or you may have paper feeding problems.

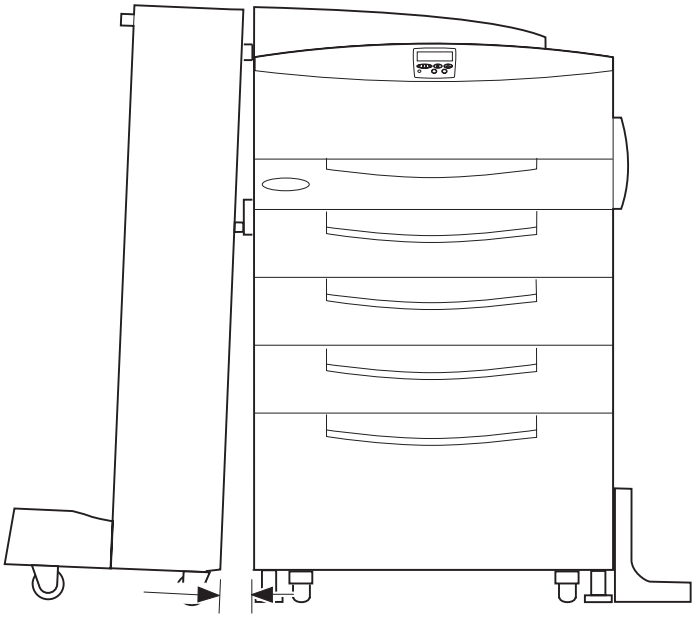
The following sections show how to check for correct alignment, and explain how to make adjustments, if necessary.

Adjusting the mailbox's standing position

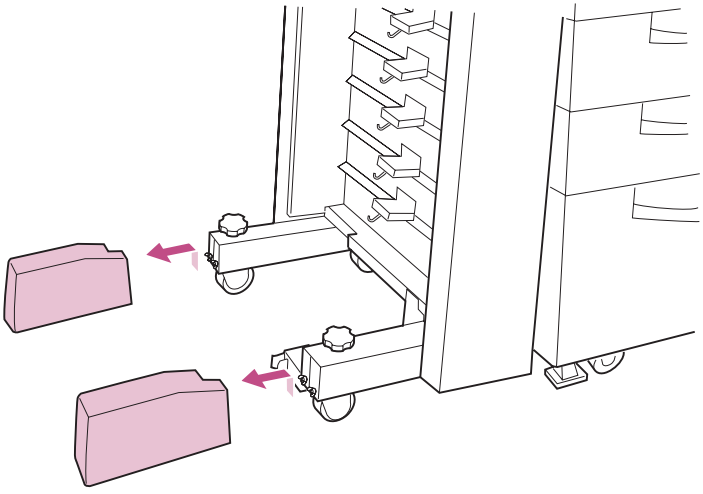
Push the mailbox up against the printer, and then look at the two of them carefully from the front.



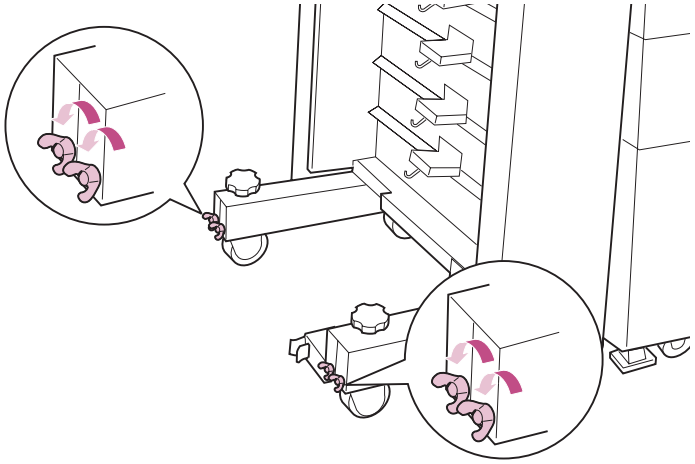
If the mailbox and printer resemble the figure on the left, they are properly aligned. Skip to "Adjusting the mailbox's height" on page 89.



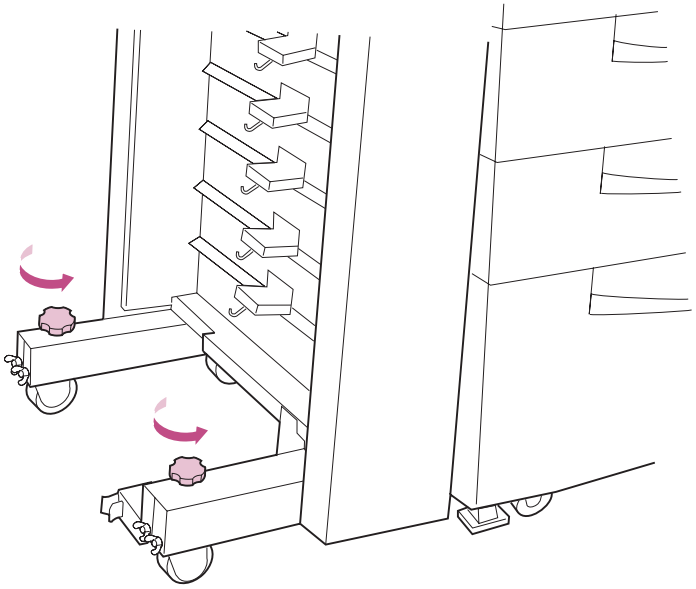
If the mailbox and the printer are *not* parallel, as shown in the figure to the left, use the following steps to correct the mailbox's standing position.



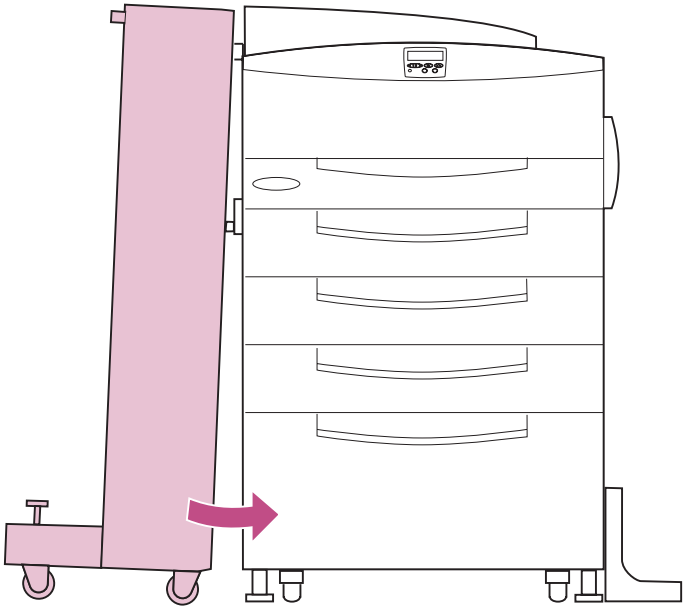
1 Pull the covers off the mailbox's legs.



2 **Loosen the two wing bolts on each of the mailbox's legs.**

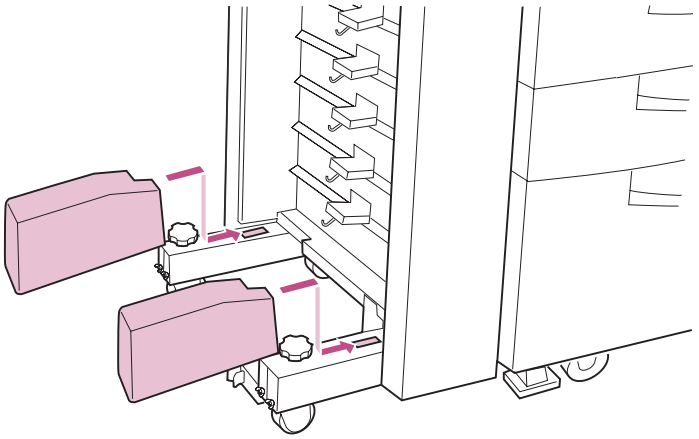


3 **Turn the knobs on the legs counterclockwise to adjust the mailbox's standing position.**



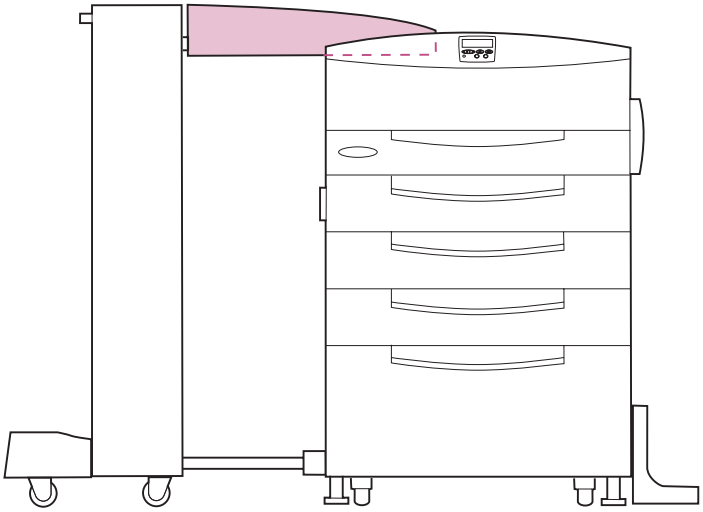
The mailbox's position is adjusted in the direction shown in the illustration.

4 **When the mailbox's standing position is correct, tighten the wing bolts you loosened in step 2 on page 87.**



5 **Push the two covers onto the mailbox's legs, as shown.**

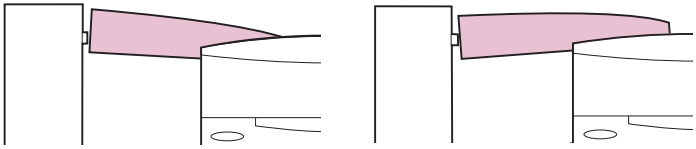
Adjusting the mailbox's height



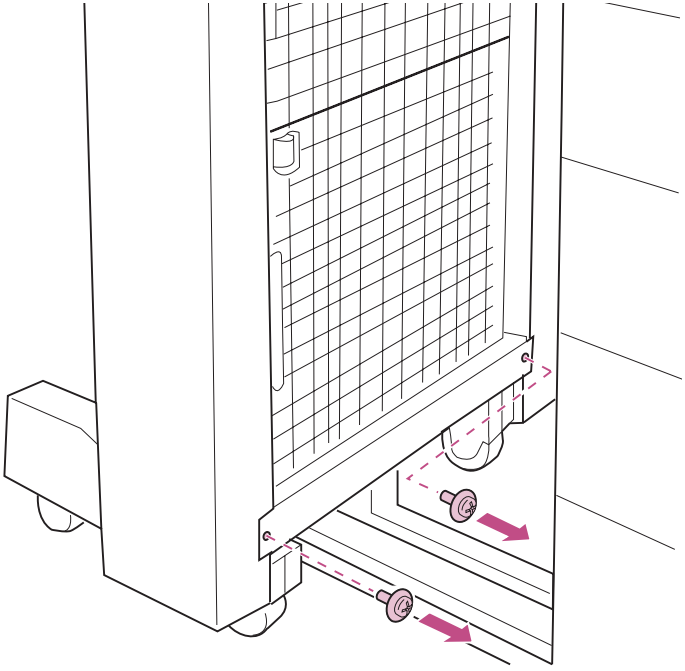
Pull the mailbox away from the printer and look at the position of the transport unit.

If the transport unit appears level, as shown in the figure on the left, the mailbox and printer are correctly aligned.

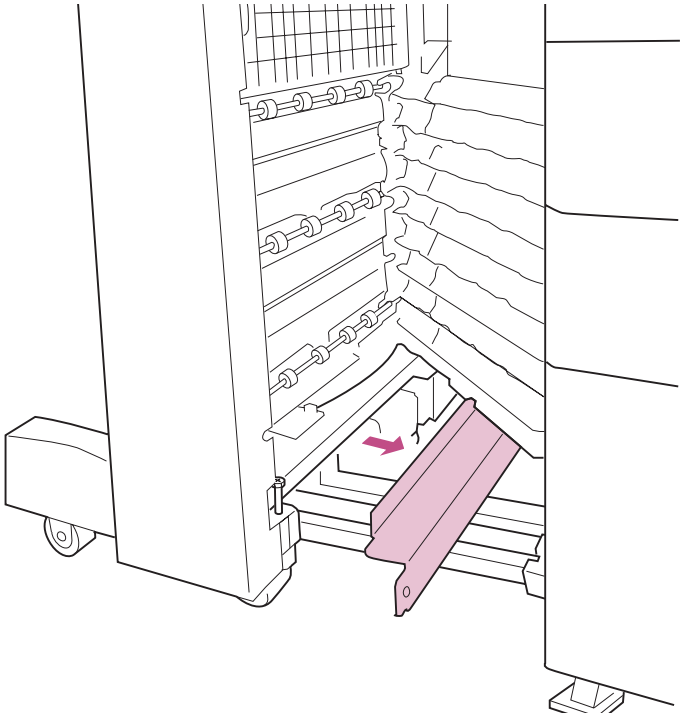
Skip to "Attaching the output bins" on page 95.



If the transport unit is tilted either up or down, follow the steps beginning on page 90 to correct the mailbox's height.

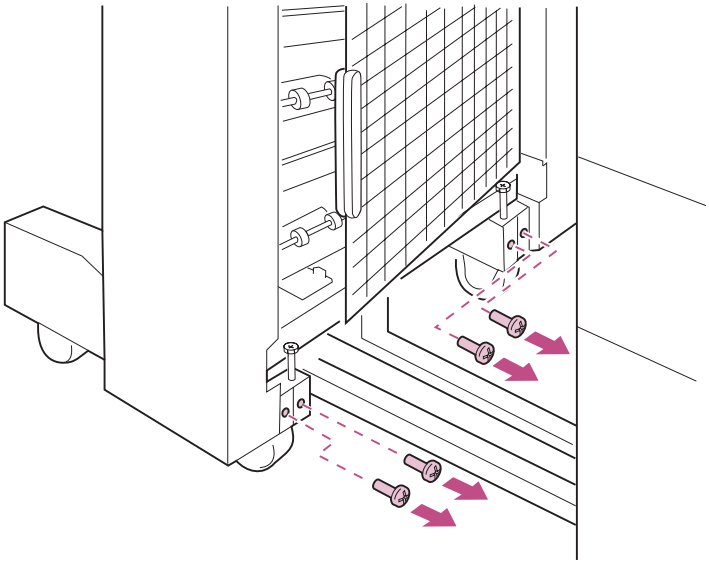


1. **Separate the mailbox from the printer.**
2. **Remove the two screws from the mailbox's bottom plate.**

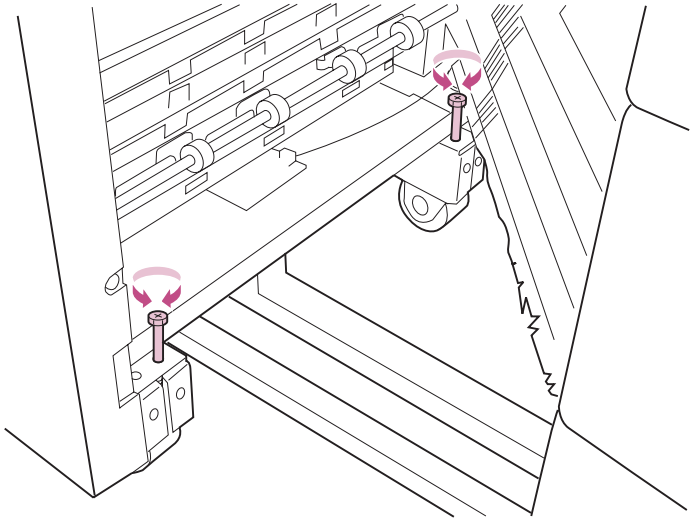


3 **Open the lower door.**

4 **Remove the bottom plate.**



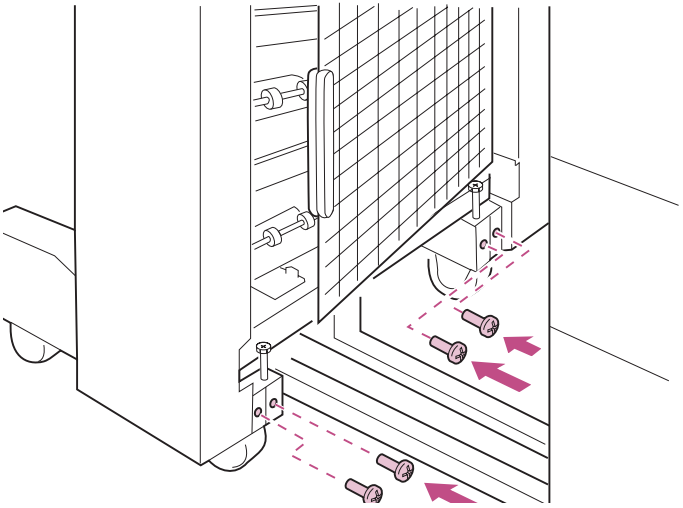
5 **Remove the four screws from the backs of the legs, as shown.**



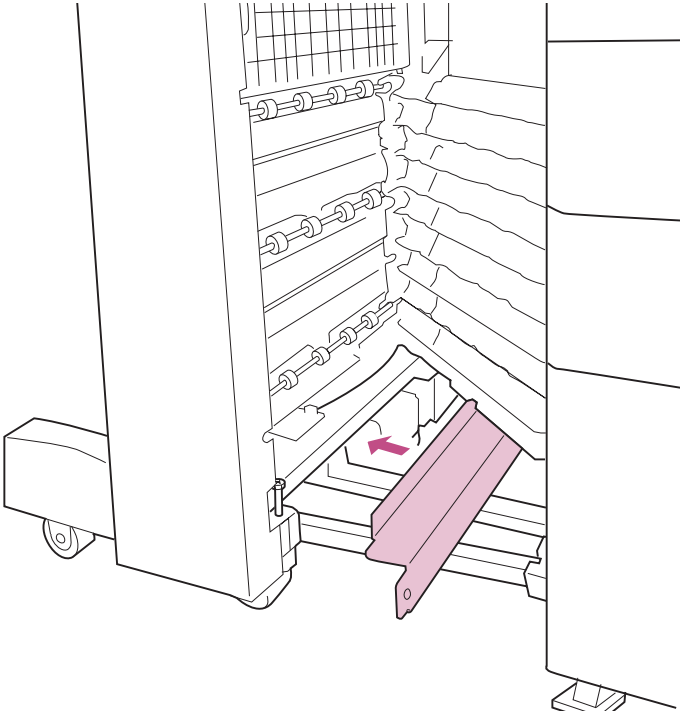
6 **Turn the long screws above the wheels to adjust the mailbox's height.**

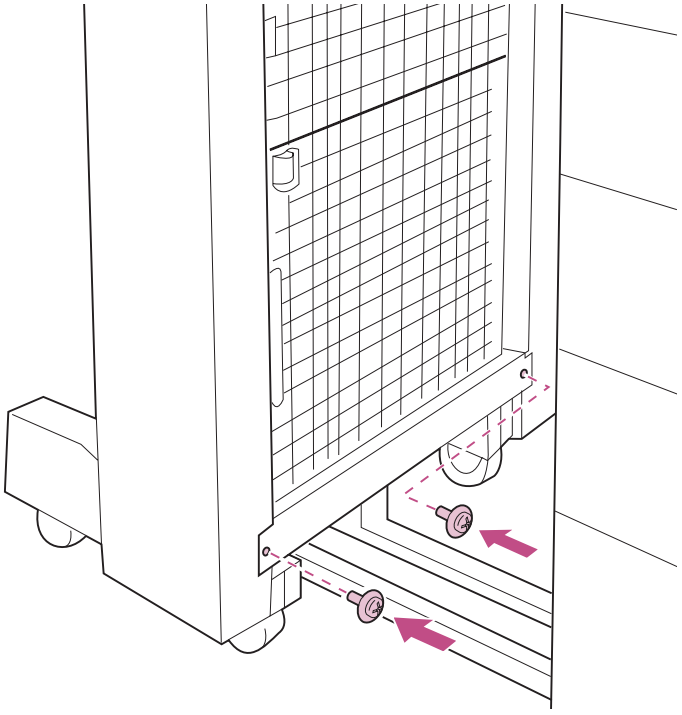
Turn the screws clockwise to raise the mailbox. Turn the screws counterclockwise to lower it.

7 **When the transport unit is level, replace the four screws you removed in step 5 on page 92.**



8 **Replace the bottom plate.**





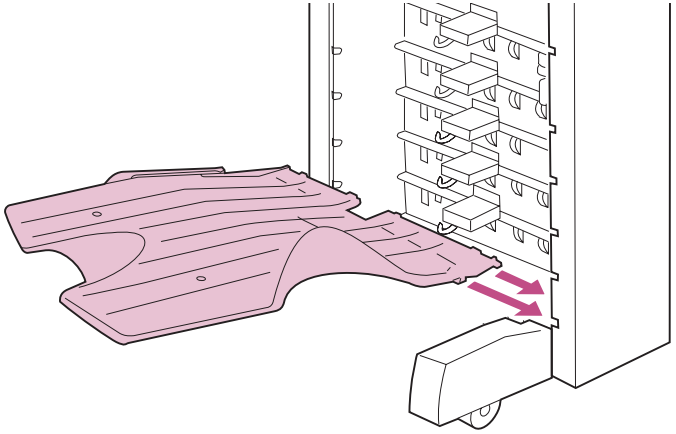
9 **Close the lower door.**

10 **Secure the bottom plate with the two screws you removed in step 2 on page 90.**

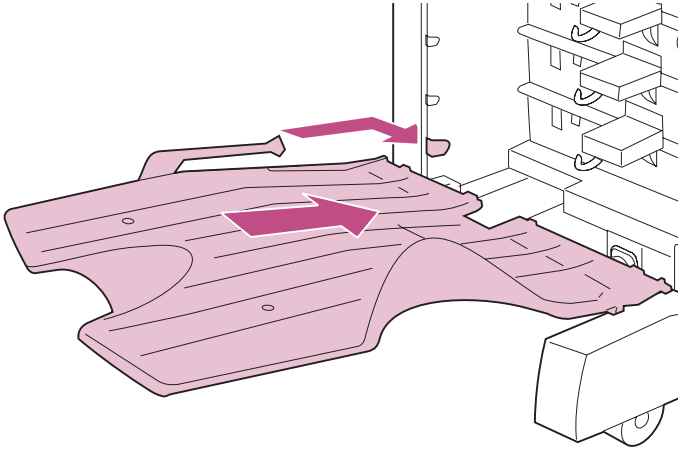
11 **Push the mailbox against the printer.**

Attaching the output bins

To attach the ten output bins, starting with the bottom:

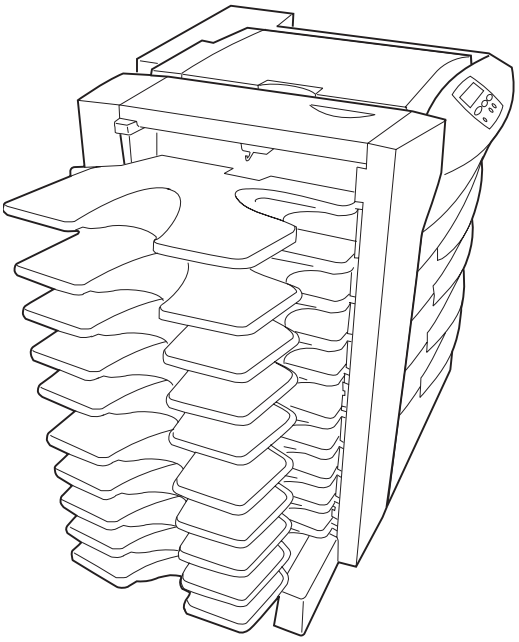


1 **Hold a bin level and insert the two tabs on the bin's right side into the two holes on the mailbox.**



2 **Insert the tip of the locking tab on the bin's left side into the hole on the mailbox.**

The bin snaps into place when the locking tab is inserted correctly.

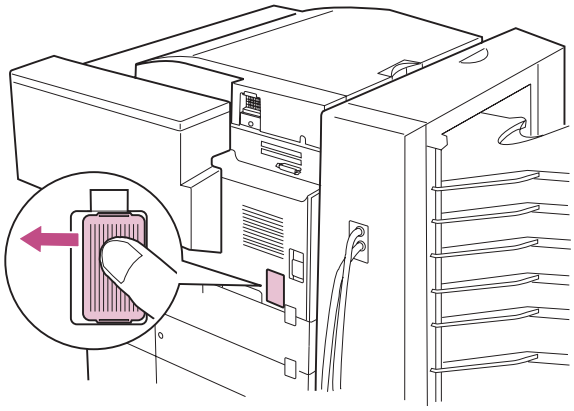


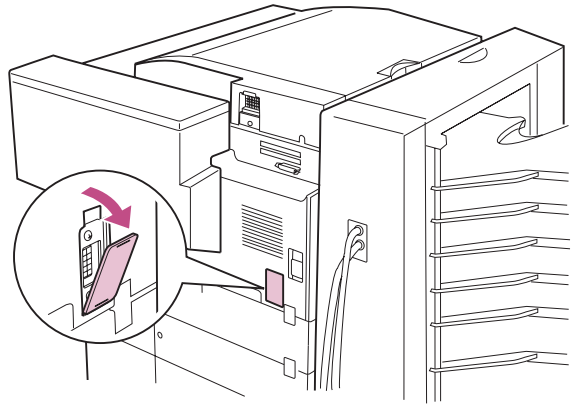
Warning! Don’t lean on the output bins after they are installed.

3 **Repeat steps 1 and 2 for each of the remaining nine bins.**

Plugging in the mailbox

CAUTION! Make sure the printer is unplugged before continuing.

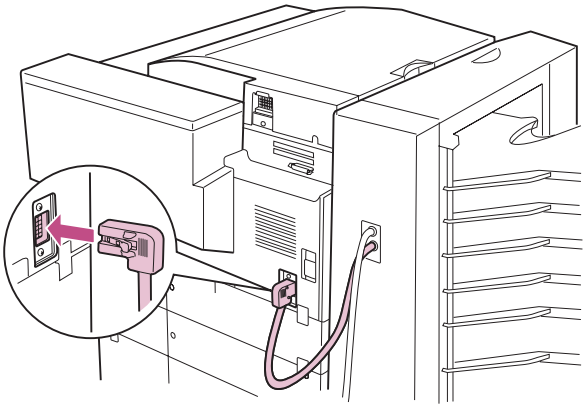




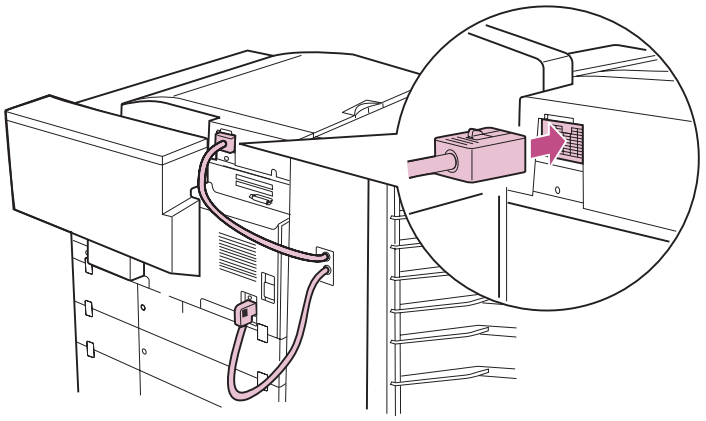
1 **Remove the connector cover on the back of the printer.**

a **Firmly press the cover with your thumb, and push the cover to the left until you hear it click.**

b **Pull the cover off, as shown.**

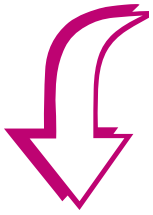


2 **Plug the bottom mailbox cable into the socket on the printer.**



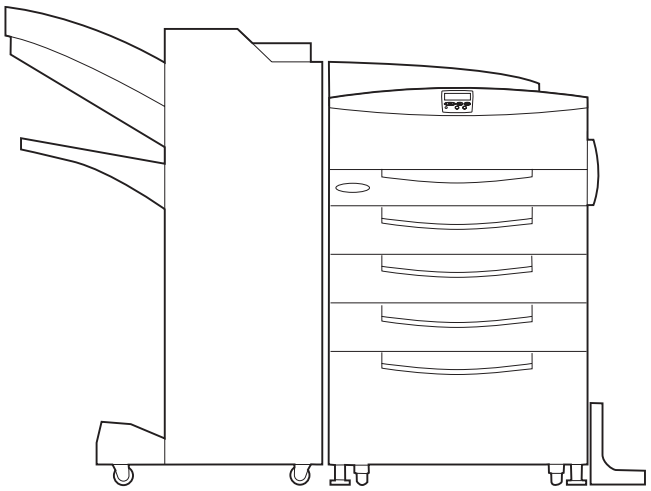
3 **Plug the top mailbox cable into the socket on the transport unit.**

Warning! Do not move the mailbox after you complete setup unless absolutely necessary. If you *must* move the mailbox, however, first remove the transport unit. Then remove the guide rail from the mailbox and the printer. See the *User's Reference* for more information.



4 **Continue with Step 10: “Load paper” on page 121.**

Step 9: Set up the optional finisher



The Optra W810 supports a 2500-Sheet Finisher Option that adds hole punching and stapling functions to your printer's output capabilities.

Before you can attach the finisher, however, you must make sure your printer is the correct height to align with the height of the finisher. You can do this by configuring the printer with one of the following Lexmark options:

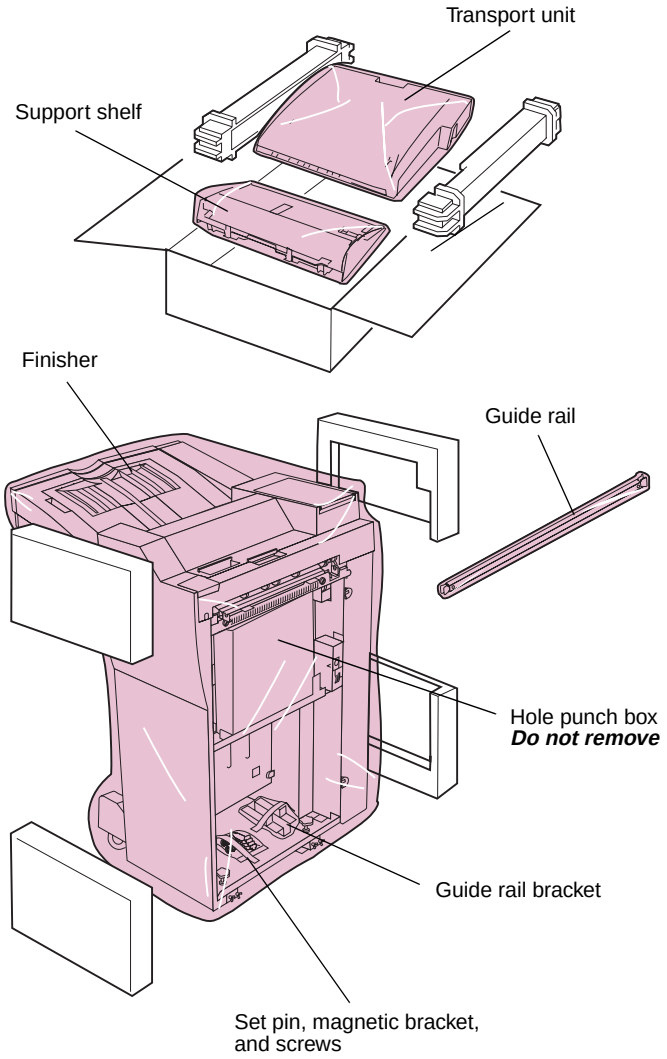
- A 2500-sheet drawer option
- A combination of a 500-sheet drawer option *and* an appropriate printer stand
- A printer stand of the appropriate height

  Contact Lexmark for more information about the printer furniture available for the Optra W810 printer.

The figure to the left shows the printer correctly aligned with the finisher.

Note: The illustrations in this section show a printer with an optional 2500-sheet drawer attached.

CAUTION! If you are installing the finisher sometime after initial printer setup, turn the printer off and unplug the power cord before continuing.



To set up the finisher:

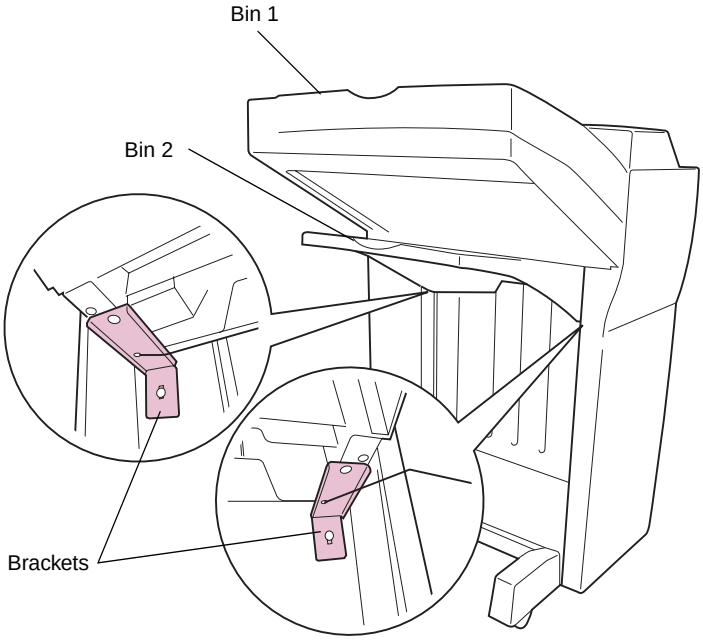
1. **Pull the packing box off of the finisher.**
2. **Remove the finisher and all other items from their packing materials.**

   Remove any plastic wrapping, shipping tape, and protective foam. *Do not remove the hole punch box on the right side of the finisher.*

   Save the carton and packing materials in case you need to repack the finisher.
3. **Remove the two bags containing the guide rail bracket, set pin, magnetic bracket, and screws from inside the finisher.**
4. **Make sure you have the following items:**

   — Finisher
   — Transport unit
   — Support shelf
   — Guide rail
   — Guide rail bracket
   — Set pin
   — Magnetic bracket
   — 3 screws

   If any items are missing or damaged, refer to the registration card for the designated Lexmark support phone number for your country.



Warning! Failure to remove the packing material and the brackets from output bin 2 could result in a service call.

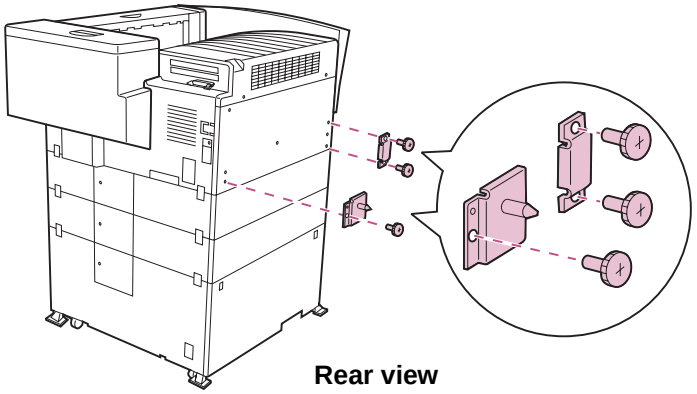
5 **Remove the packing material from the top of output bin 2.**

6 **Remove the two metal shipping brackets that support bin 2, as shown.**

Discard the brackets.

Attaching the set pin and magnetic bracket

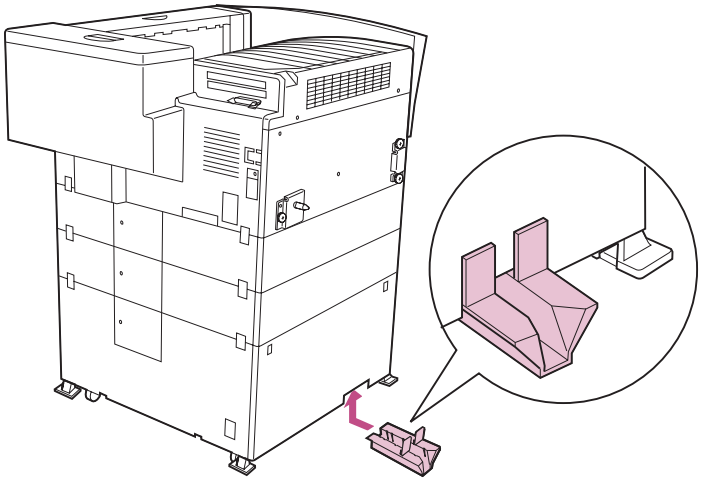
Note: The set pin and magnetic bracket form a connection between the printer and the finisher. They are not interchangeable with the set pin and magnetic bracket for the 10-bin mailbox.



Rear view

1. **Locate the screw holes on the left side of the printer.**
2. **Attach the set pin and the magnetic bracket, as shown.**

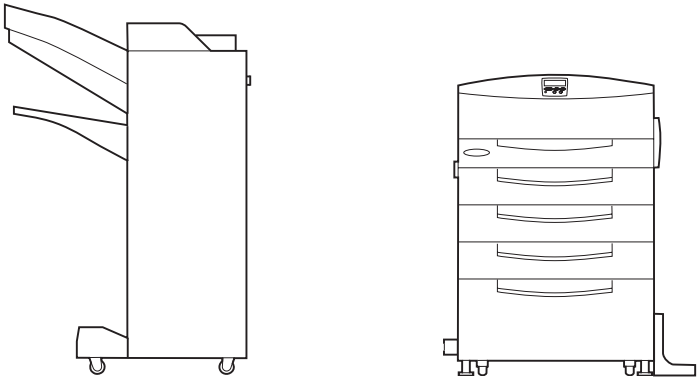
Attaching the guide rail



1. **Slide the guide rail bracket under the bottom of the 2500-sheet drawer, and lift the bracket up until it clicks into place.**

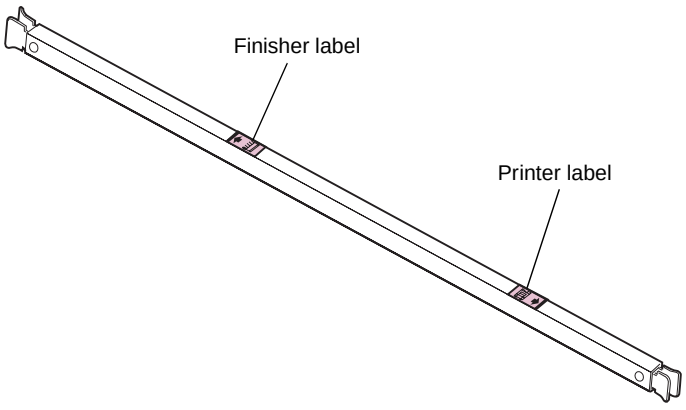
   The tabs of the guide rail bracket fit flush against the side of the 2500-sheet drawer when the bracket is properly installed.

Warning! Do not move the finisher by pushing on its output bins. Using the bins as handles can damage or break them.



2 **Move to the front of the printer.**

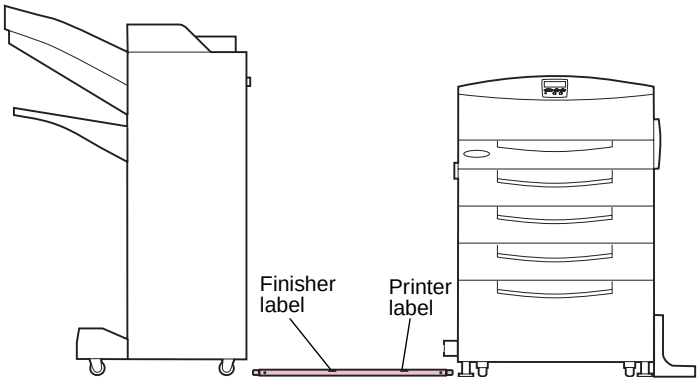
3 **Align the finisher with the printer, as shown in the illustration to the left.**



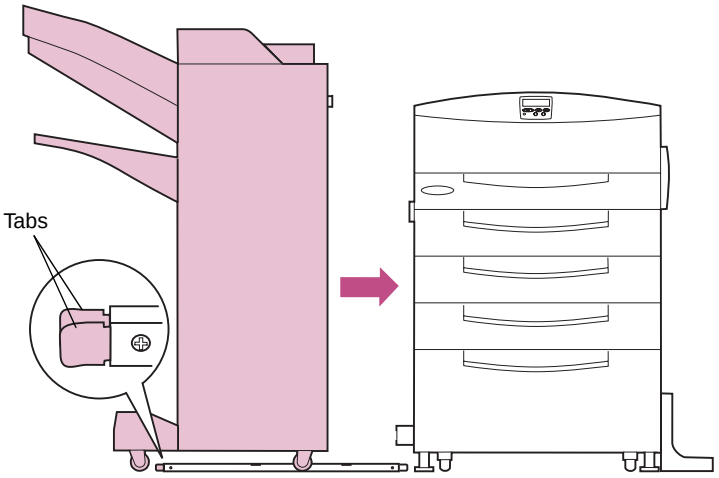
4 **Orient the guide rail so the two small labels are facing up.**

One label is an illustration of a finisher with extra output bins (your finisher looks different), and the other is an illustration of a printer.

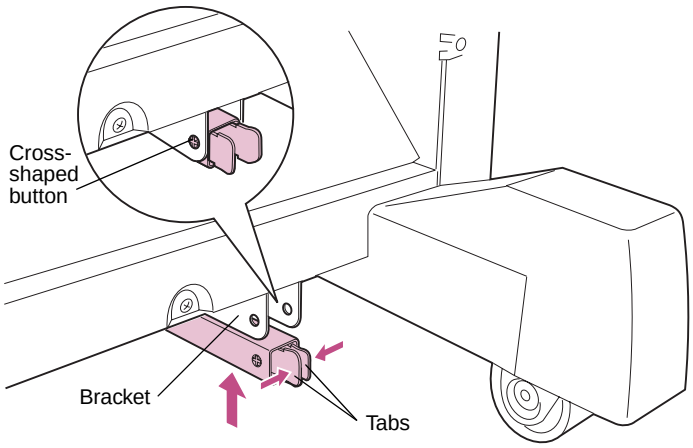
Use the labels as a guide as you continue with the following steps.



5 **Lay the guide rail on the floor between the finisher and the printer, with the labels at the appropriate ends.**



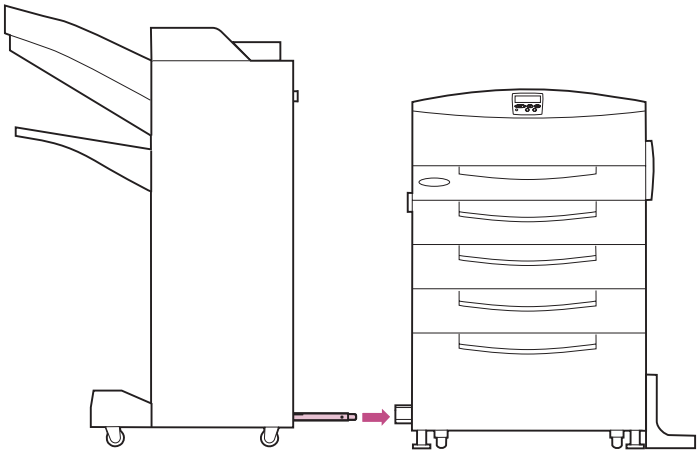
6 **Roll the finisher toward the printer, over the guide rail, until you can see the guide rail's green tabs on the opposite side of the finisher.**



7 **Move to the side of the finisher opposite the printer.**

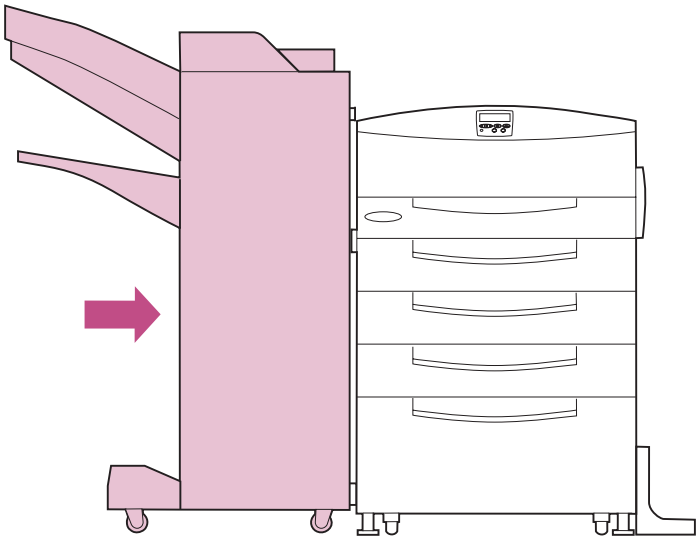
8 **Squeezing the green tabs, lift the guide rail up into the bracket on the bottom of the finisher.**

The green cross-shaped buttons on the sides of the guide rail *click* into the holes on the bracket.

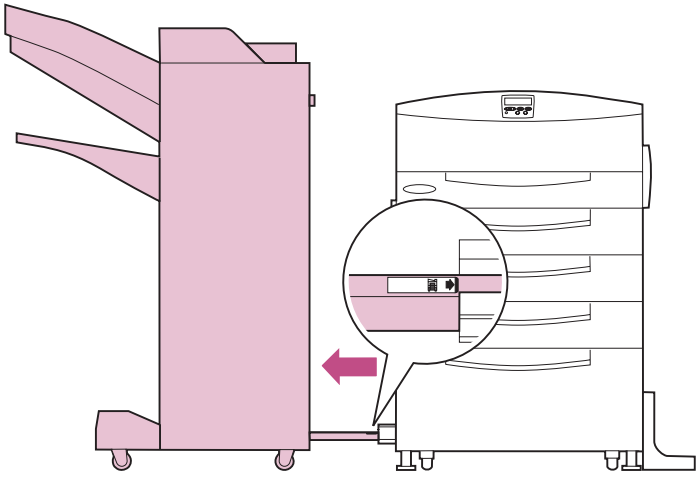


9 **Move to the front of the printer.**

10 **Insert the free end of the guide rail into the bracket on the 2500-sheet drawer.**



11 **Push the finisher flush against the printer to fully insert the guide rail.**

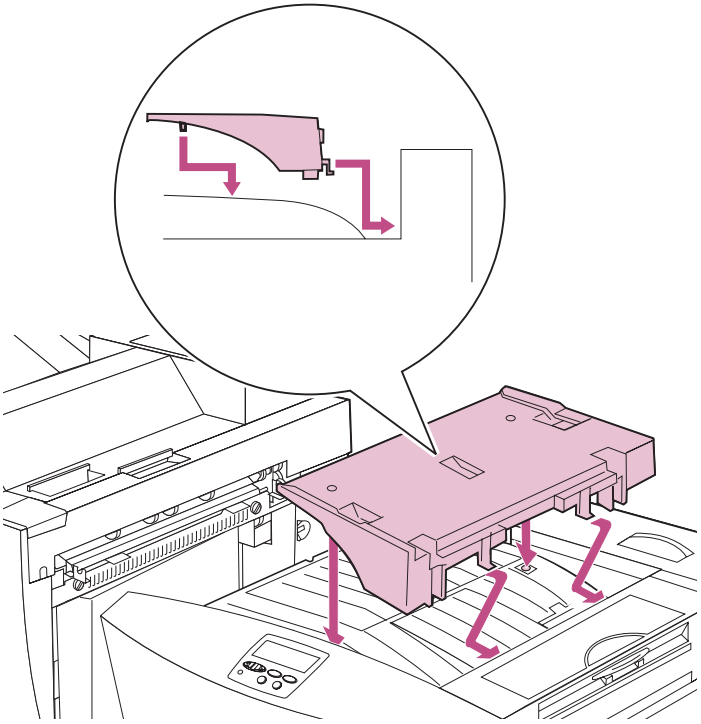


12 **Pull the finisher away from the printer until the guide rail *clicks* into place.**

The line on the label closest to the printer should be aligned with the edge of the bracket on the 2500-sheet drawer.

CAUTION! Proper installation of the guide rail prevents you from pulling the finisher too far away from the printer. After you install the transport unit on top of the printer (see page 108), the locking guide rail prevents the transport unit from falling between the printer and the finisher, possibly causing personal injury.

Positioning the transport unit

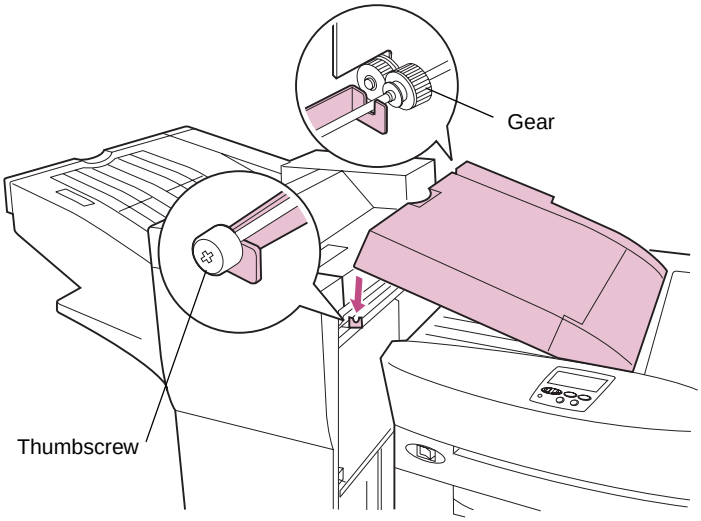


The transport unit caries the printed pages across the top of the printer to the finisher. You must install the support shelf before installing the transport unit.

1. **Remove any tape from the top of the printer.**
2. **Install the support shelf on the top of the printer, as shown.**

   Gently press the shelf in place to make sure the tabs on the shelf fit into the positioning holes on the printer.

Warning! Be sure to use both hands to hold the transport unit while you position it on the printer.

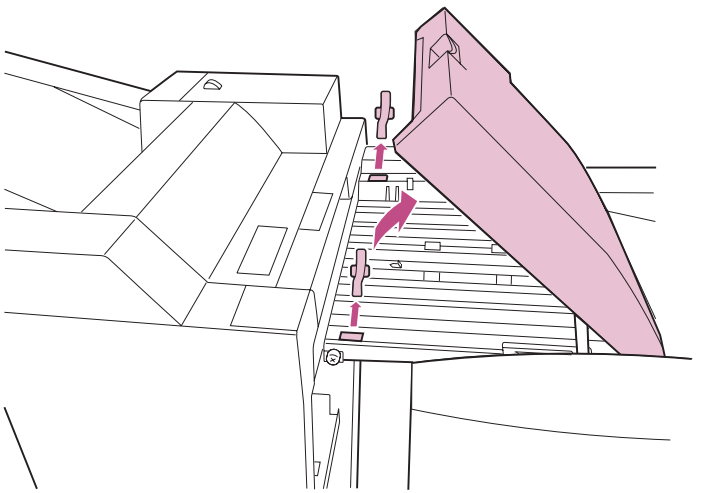


3 **Position the transport unit on top of the support shelf.**

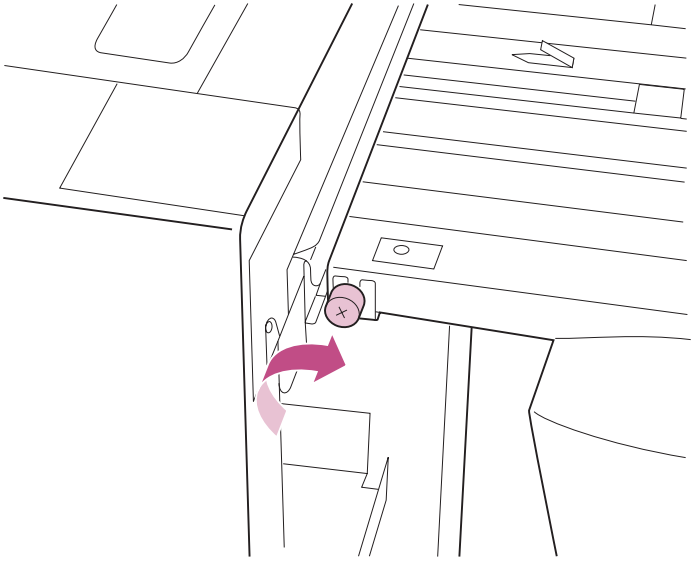
4 **Open the transport unit cover.**

5 **Lower the metal shaft on the bottom of the transport unit into the two metal brackets on the finisher, as shown.**

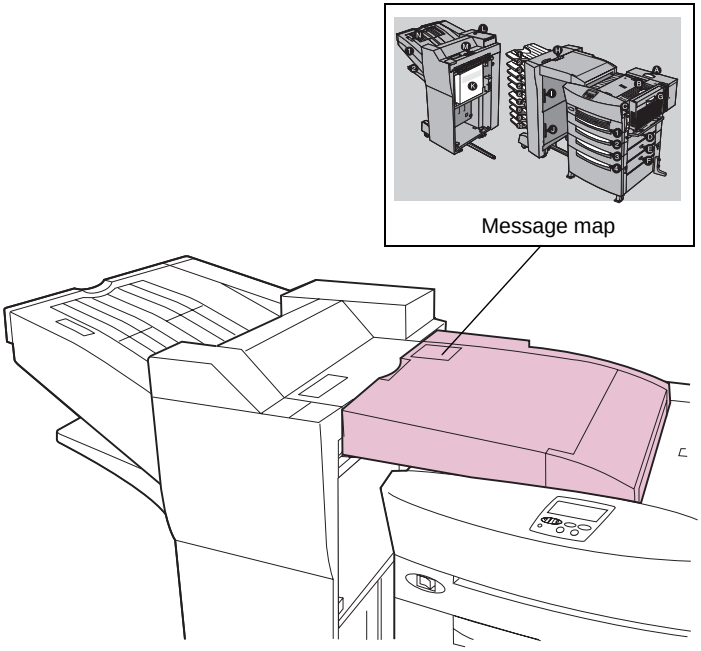
Make sure the thumbscrew and gear on the ends of the shaft rest outside the metal brackets. Loosen the thumbscrew, if necessary, to make installation easier.



6 **Open the cover on the transport unit and remove the shipping tape, as shown.**

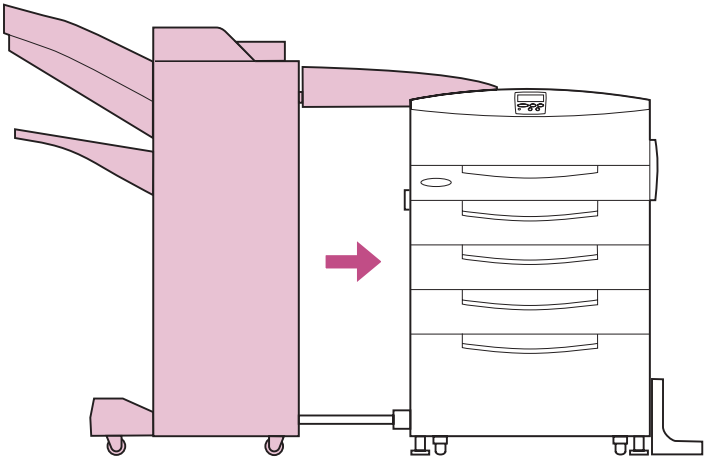


7 **Tighten the thumbscrew to secure the transport unit to the finisher.**



8 **Close the cover on the transport unit.**

Note that the expanded message map on top of the transport unit identifies the finisher covers and bins, as well as the hole punch box (K), which you must empty periodically.



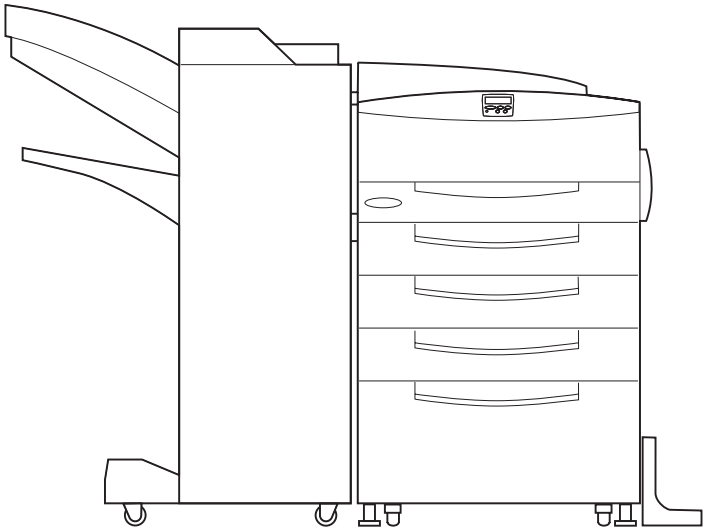
9 **Push the finisher toward the printer until the two are flush.**

Aligning the finisher and the printer

The finisher must be parallel with the printer and the two must be at the same height, or you may have paper feeding problems.

The following sections show how to check for correct alignment, and explain how to make adjustments, if necessary.

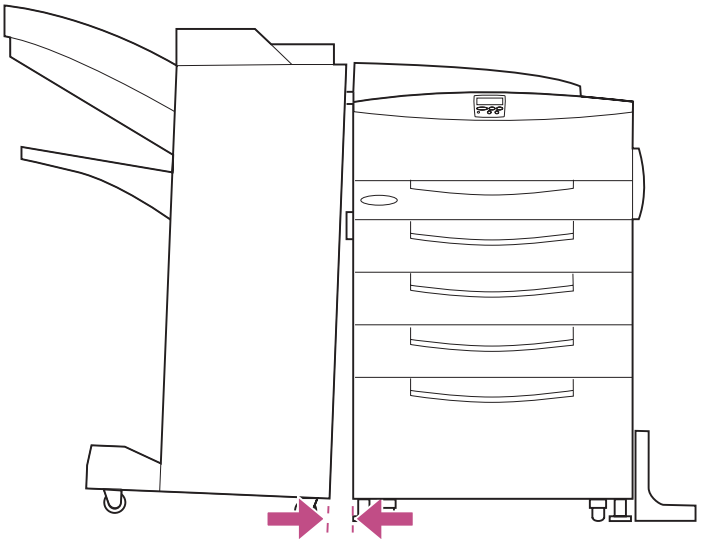
Adjusting the finisher's standing position



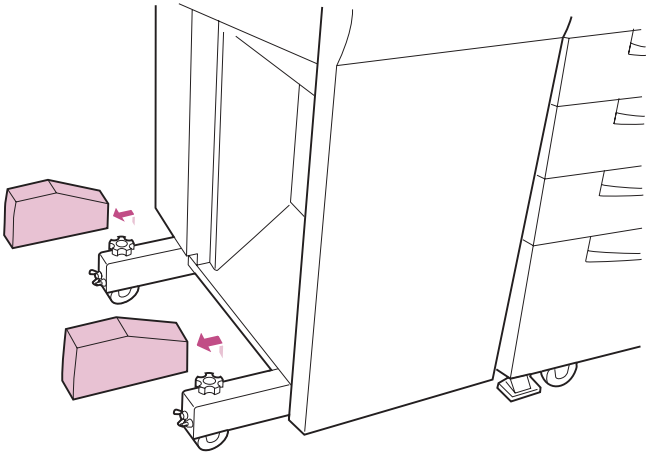
Push the finisher up against the printer, and then look at the two of them carefully from the front.

If the finisher and printer resemble the figure on the left, they are properly aligned.

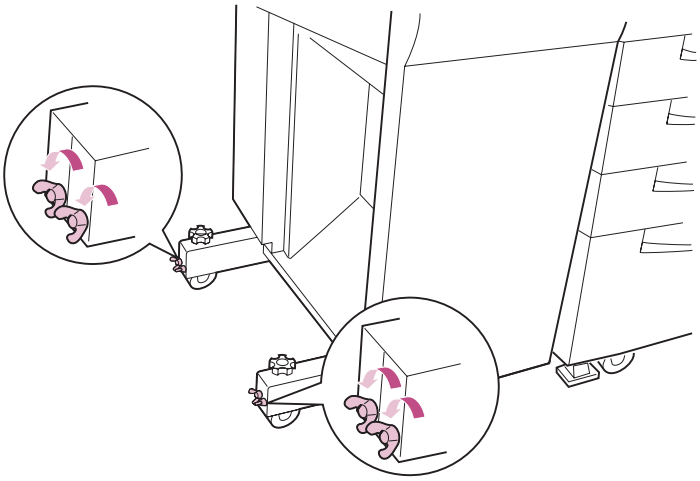
Skip to "Adjusting the finisher's height" on page 116.



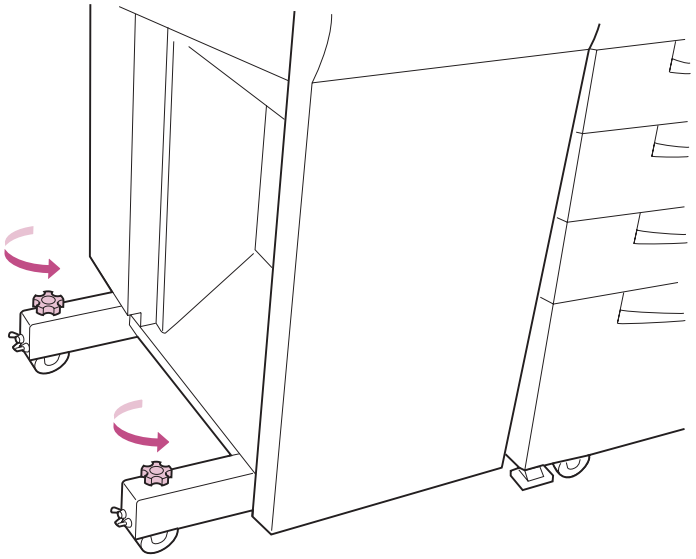
If the finisher and the printer are *not* parallel, as shown in the figure on the left, use the following steps to correct the finisher's standing position.



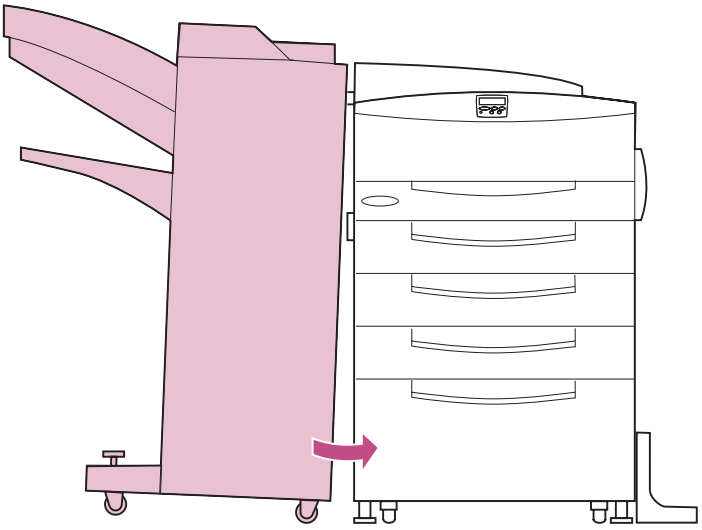
1 Pull the covers off the finisher's legs.



2 **Loosen the two wing bolts on each of the finisher's legs.**

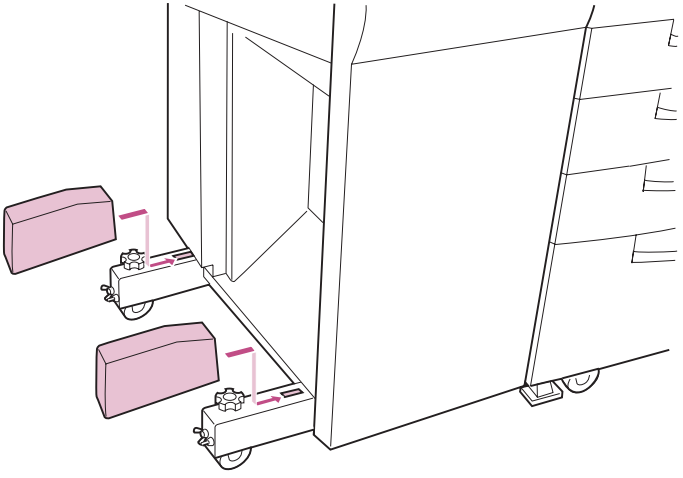


3 **Turn the knobs on the legs counterclockwise to adjust the finisher's standing position, as shown.**



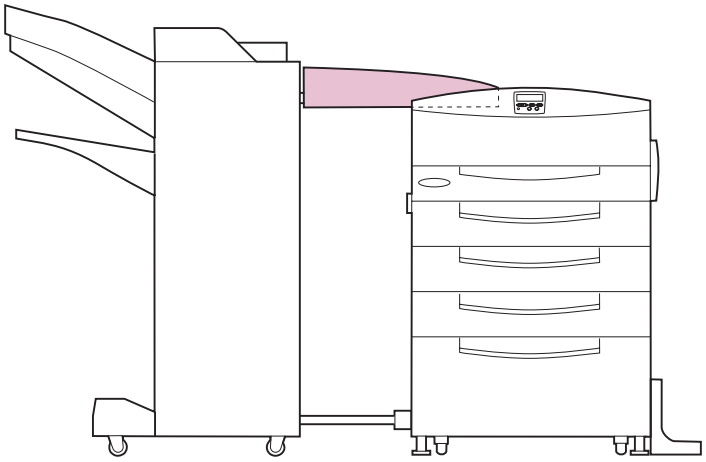
The finisher's position is adjusted in the direction shown in the illustration.

4 **When the finisher's standing position is correct, tighten the wing bolts you loosened in step 2 on page 114.**



5 **Push the covers onto the finisher's legs, as shown.**

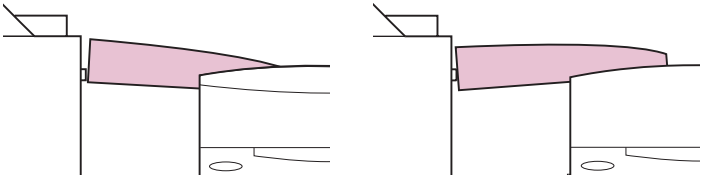
Adjusting the finisher's height



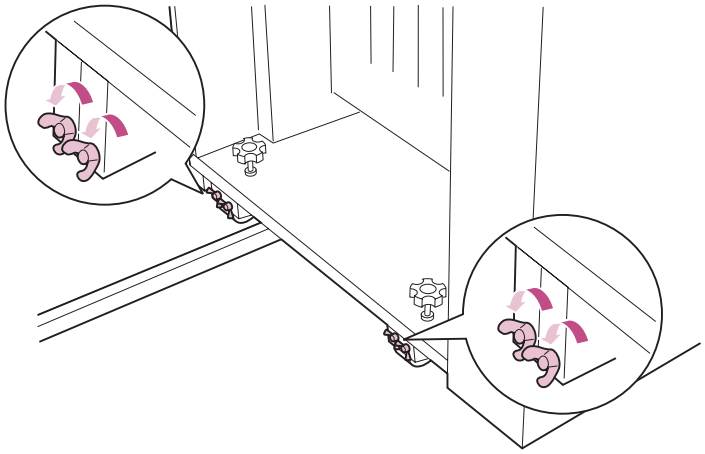
Pull the finisher away from the printer, and look at the position of the transport unit.

If the transport unit appears level, as shown in the figure on the left, the finisher and printer are correctly aligned.

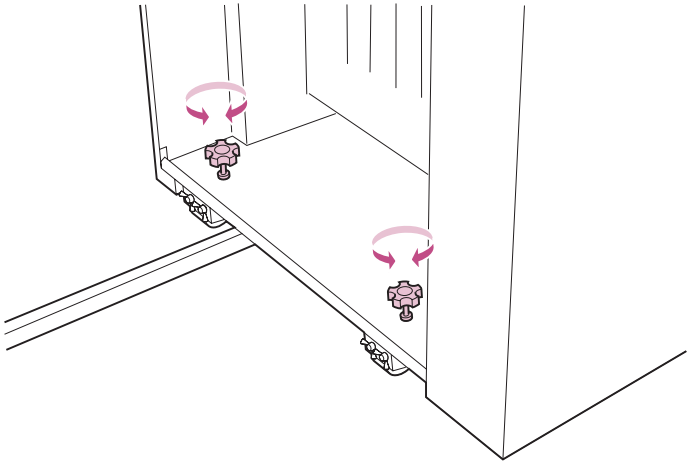
Skip to "Plugging in the finisher" on page 118.



If the transport unit is tilted either up or down, follow the steps beginning on page 117 to correct the finisher's height.



1. **Separate the finisher from the printer.**
2. **Locate the four wing bolts under the finisher's base ledge on the side that faces the printer.**
3. **Turn the wing bolts counterclockwise to loosen them.**

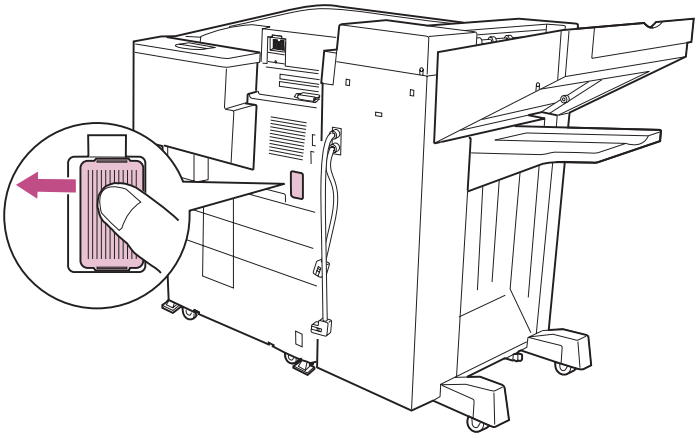


4. **Turn the knobs on the base ledge to adjust the finisher's height.**

   Turn the knobs clockwise to raise the finisher. Turn the knobs counterclockwise to lower it.
5. **When the transport unit is level, tighten the wing bolts you loosened in step 3.**
6. **Push the finisher against the printer.**

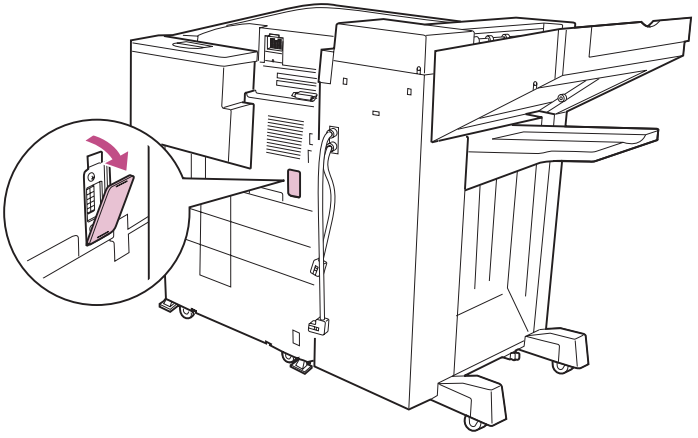
Plugging in the finisher

CAUTION! Make sure the printer is unplugged before continuing.

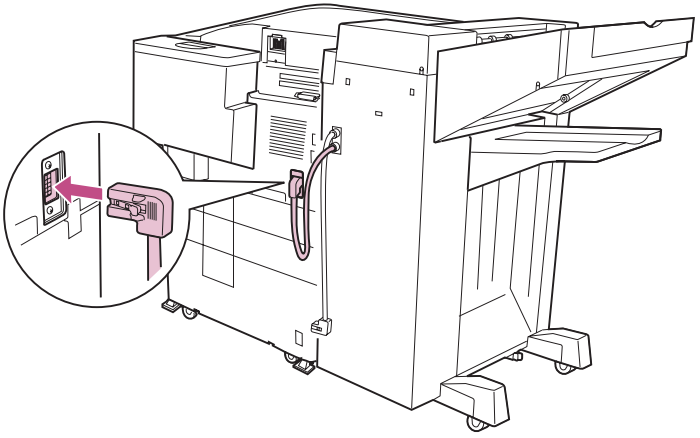


1 **Remove the connector cover on the back of the printer.**

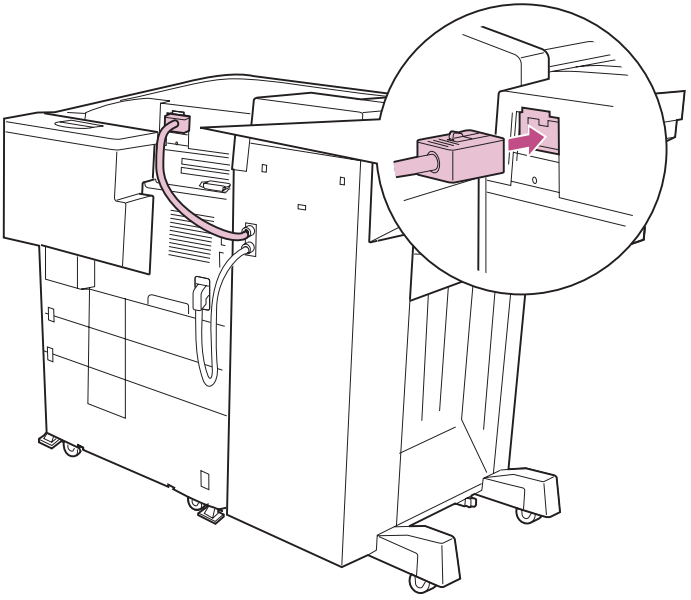
a **Firmly press the cover with your thumb, and push the cover to the left until you hear it click.**



b **Pull the cover off, as shown.**

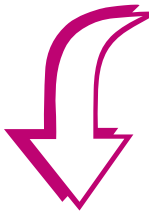


2 **Plug the bottom finisher cable into the socket on the printer.**



3 **Plug the top finisher cable into the socket on the transport unit.**

Warning! Do not move the finisher after you complete setup unless absolutely necessary. If you *must* move the finisher, however, first remove the transport unit. Then remove the guide rail from the finisher and the printer. See the *User's Reference* for more information.



4 **Continue with Step 10: "Load paper" on page 121.**

Step 10: Load paper

Your Optra W810 has three standard trays that combine for a total paper capacity of 1250 pages.

The following table lists page numbers where you can find loading instructions for the standard and optional trays.

Tray	Capacity	Paper sizes supported	Media type	See page...
1	250	A3, A4, A5, B4, B5, letter, executive, legal, and 11x17	Paper, transparencies, labels, card stock, and odd-sized media	122
2, 3, 4	500	A3, A4, B4, letter, legal, and 11x17	Paper	127
4	2500	A4 *or* letter	Paper	136

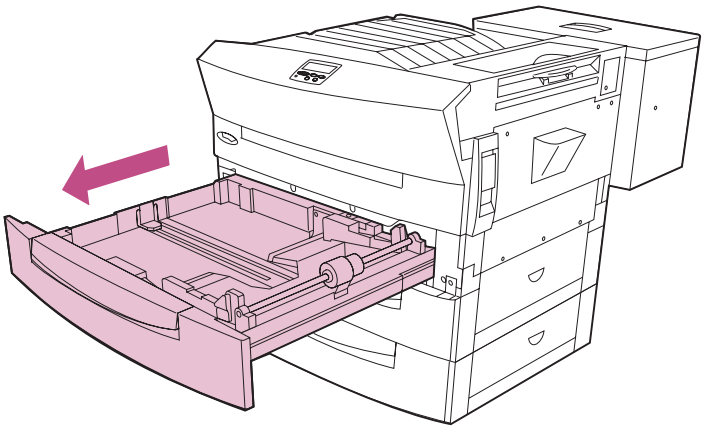
For details about the types of media your printer supports, refer to the *Complete Printer Reference* on the Lexmark Web site (www.lexmark.com).

Loading tray 1

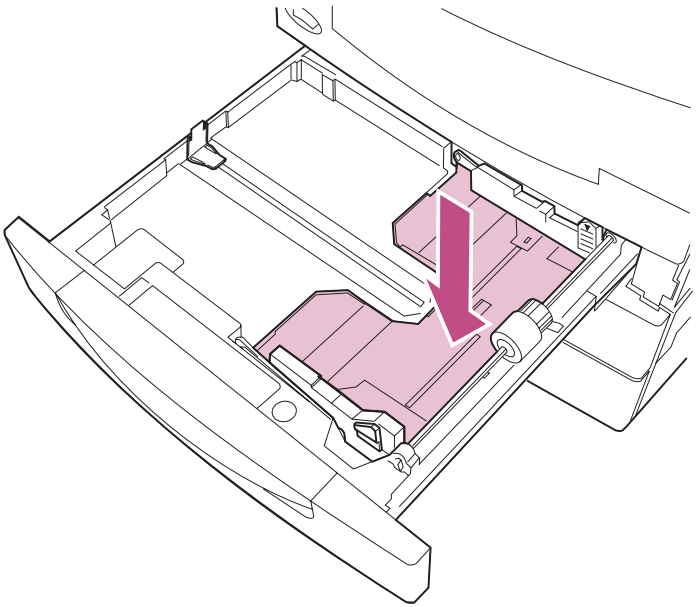
Note: If you load any media other than letter or A4 size paper in tray 1, make sure you change the Paper Type and Paper Size settings for that tray. See pages 147 and 148 for more information.

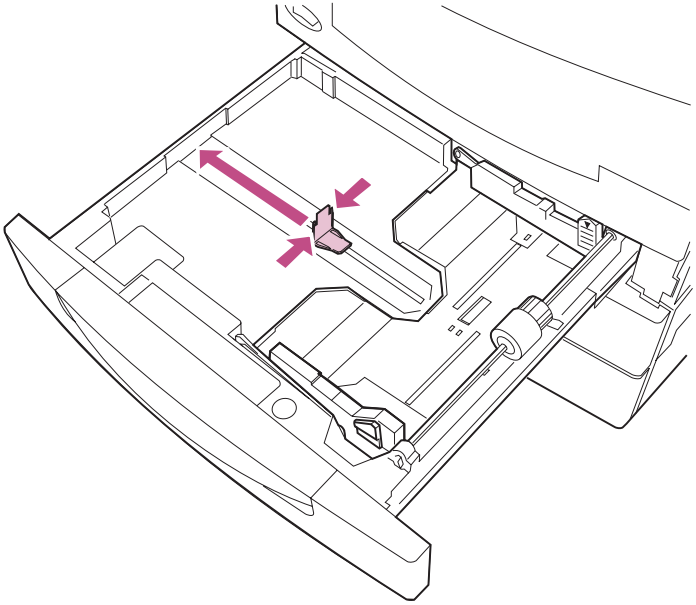
Tray 1 holds 250 sheets of A3, A4, A5, B4, B5, letter, executive, legal, and 11x17 size paper. You can also load transparencies, labels, card stock, and odd-sized media in tray 1.

1 **Pull the paper tray open until it stops.**

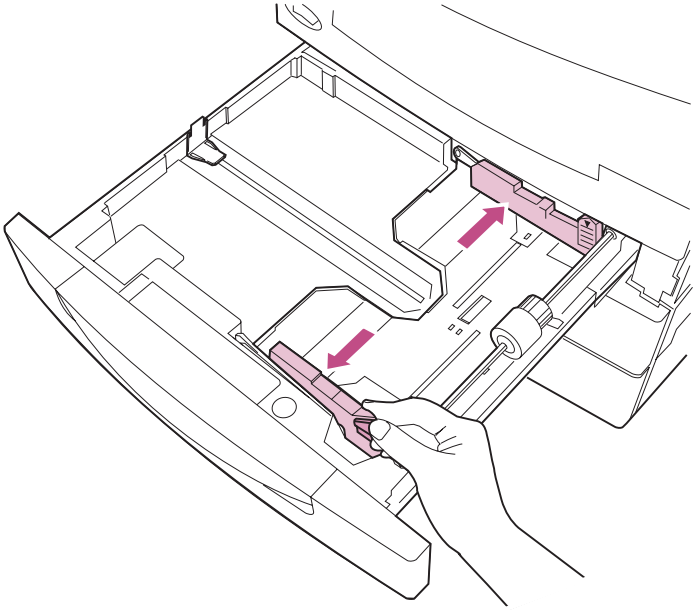


2 **Press down on the pressure plate until it clicks into place.**

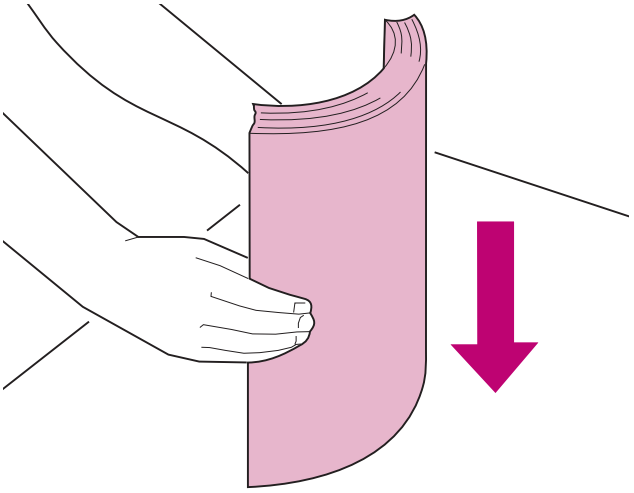




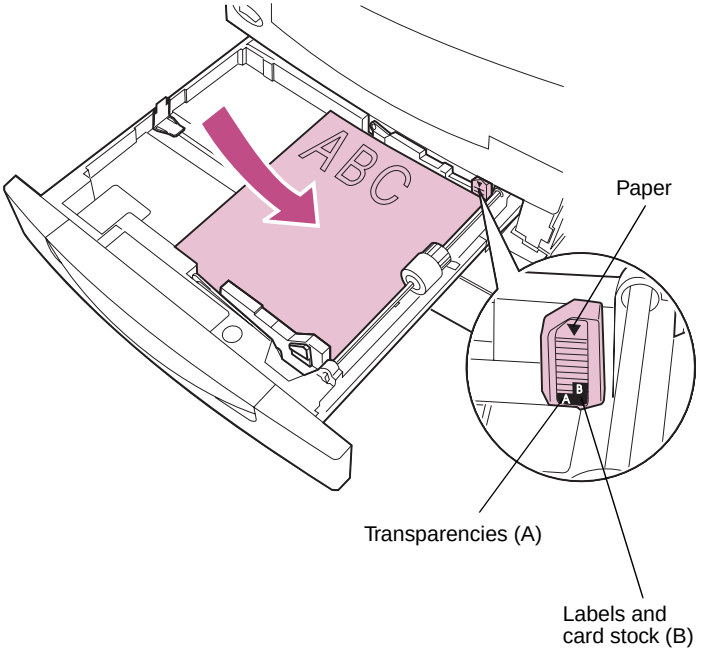
3 **Squeeze the left paper guide and slide it all the way to the left.**



4 **Press the green tab and slide the adjustable guides all the way open.**



5 **Before loading paper, flex the sheets back and forth to loosen them, and then fan them. Straighten the edges on a level surface.**



6 **Load the paper with the recommended print side face up, as shown in the illustrations on page 125.**

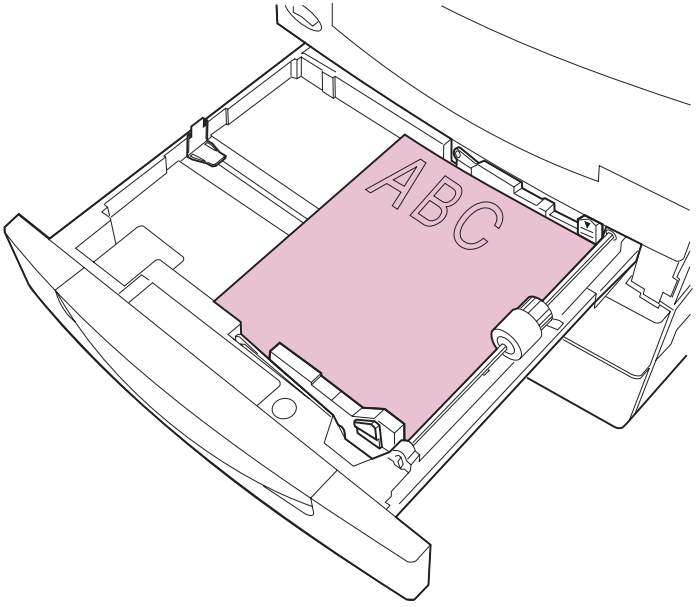
Do not exceed the maximum stack height indicated on the adjustable guide.

If you are loading media other than paper, do not load more than 50 sheets. Use the maximum stack height label as a guide.

The orientation of the paper in the tray depends on the size paper you're loading:

— For A4, A5, B5, executive, and letter size paper, place the long edge of the paper to the right of the tray.

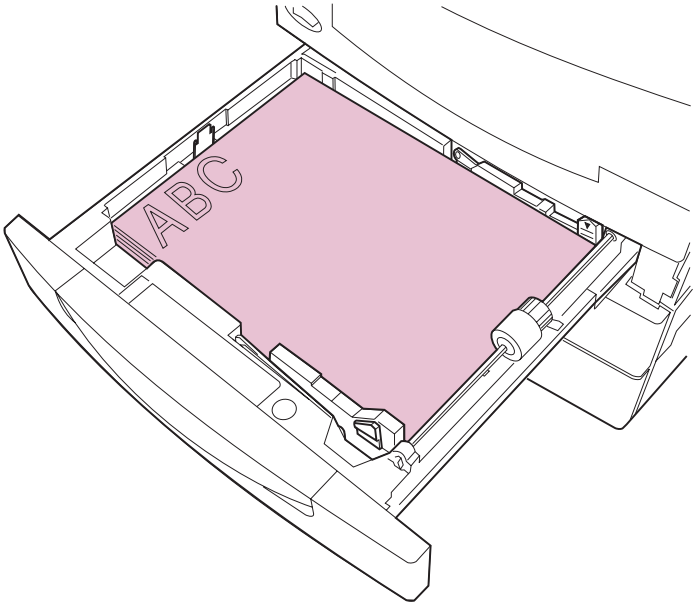
  If you're loading preprinted letterhead, place the top of the page at the back of the tray.



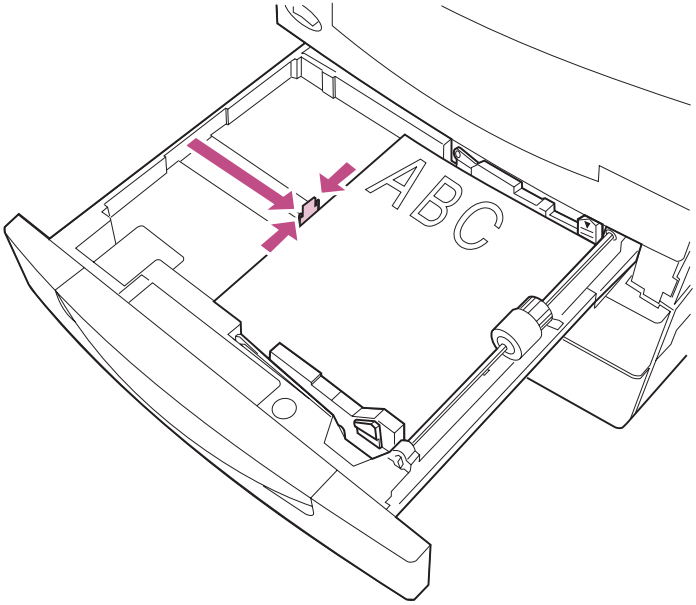
A4, A5, B5, executive, and letter size paper

— For A3, B4, legal, and 11x17 size paper, place the short edge of the paper to the right of the tray.

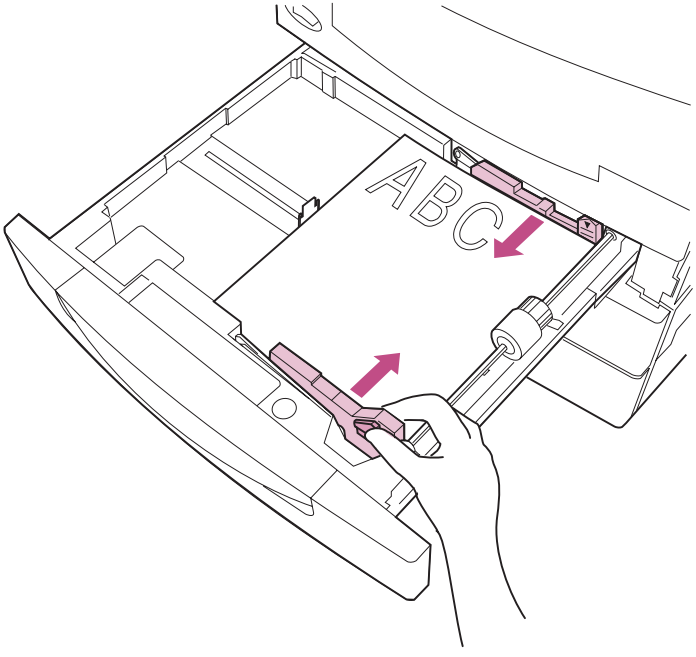
  If you're loading preprinted letterhead, place the top of the page at the left side of the tray.



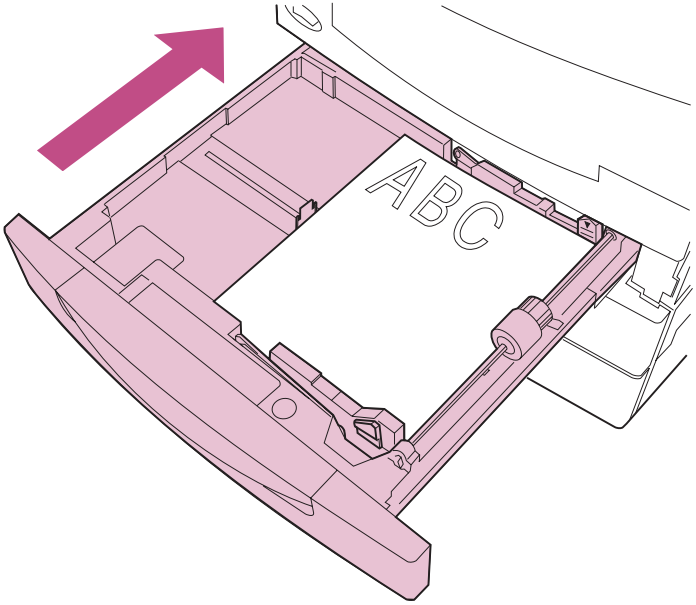
A3, B4, legal, and 11x17 size paper



7 **Squeeze the left paper guide and slide it toward the paper until the guide fits snugly against the stack.**



8 **Press the green tab and slide the adjustable guides toward the paper until the guides fit snugly against the stack.**



9 **Make sure the pressure plate is pressed down inside the tray.**

Whenever you pull open the tray, make sure the pressure plate is snapped down before pushing the tray back into the printer.

10 **Push the tray *firmly* into the printer.**

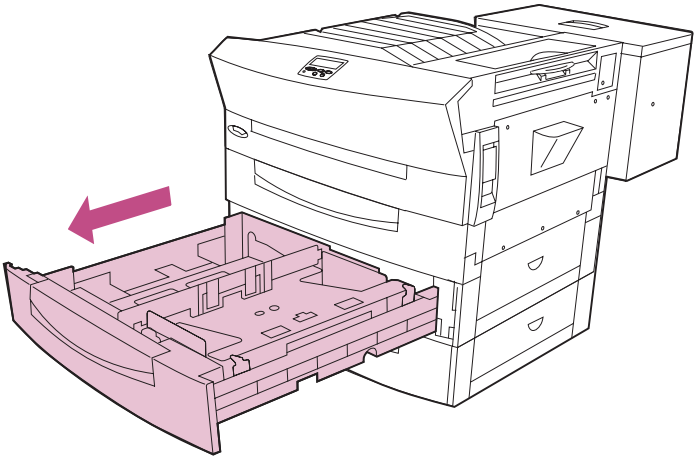
If the tray is not pushed completely into the printer, text and images may print in the wrong position on the page, and the margins may appear incorrect.

Loading trays 2 and 3

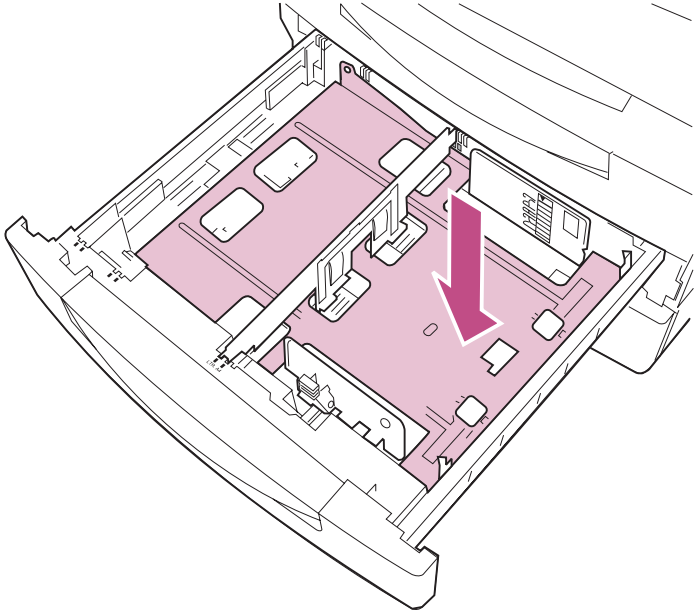
Trays 2 and 3 each hold 500 sheets of A3, A4, B4, 11x17, letter, or legal size paper. *Load only paper in trays 2 and 3.*

Note: If you installed an optional 500-sheet drawer, the instructions are the same for loading paper in that tray (tray 4).

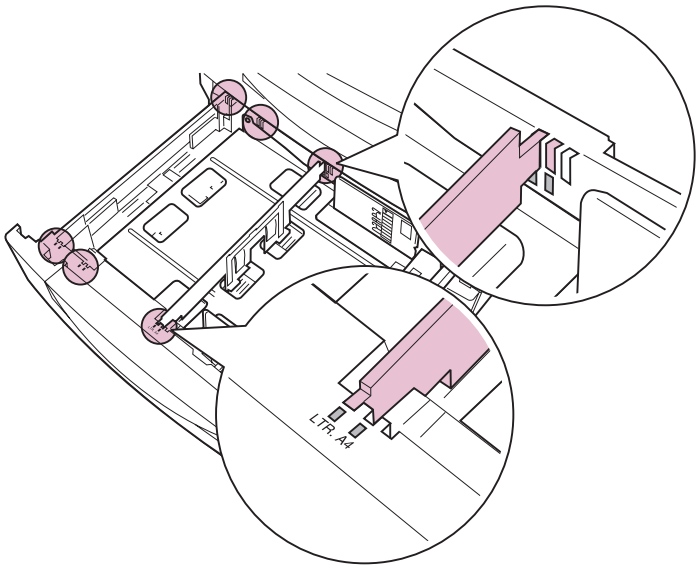
Follow the instructions beginning on page 128 to load trays 2 and 3.



1 **Pull the paper tray open until it stops.**



2 **Press down on the pressure plate until it clicks into place.**



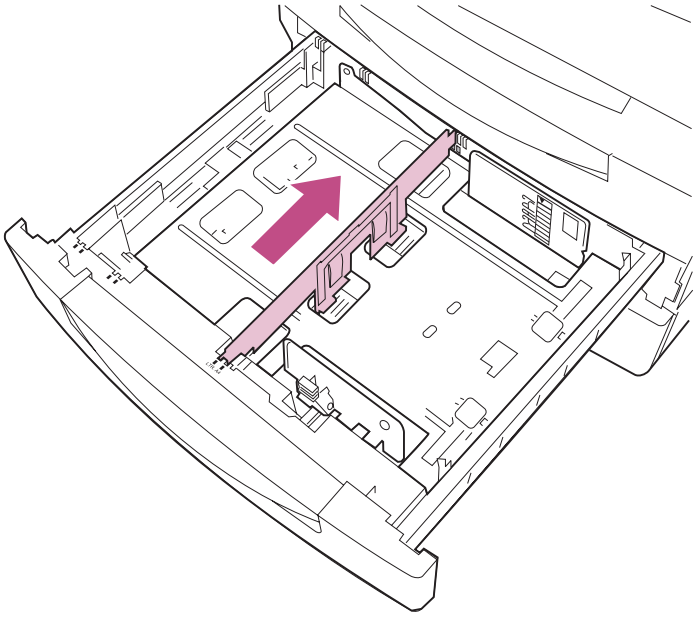
Note: If the left paper guide is in the wrong position, you may experience paper feeding problems, clipped images, or inappropriate tray linking.

3 Check that the left paper guide is in the appropriate position for the size paper you are loading.

The position of the left paper guide tells the printer the size of paper in the tray. You cannot select the paper size for tray 2 and tray 3 from the printer operator panel.

If the paper guide is already in the correct position for the size of paper you are loading, skip to step 6 on page 131 for instructions on loading paper in the tray.

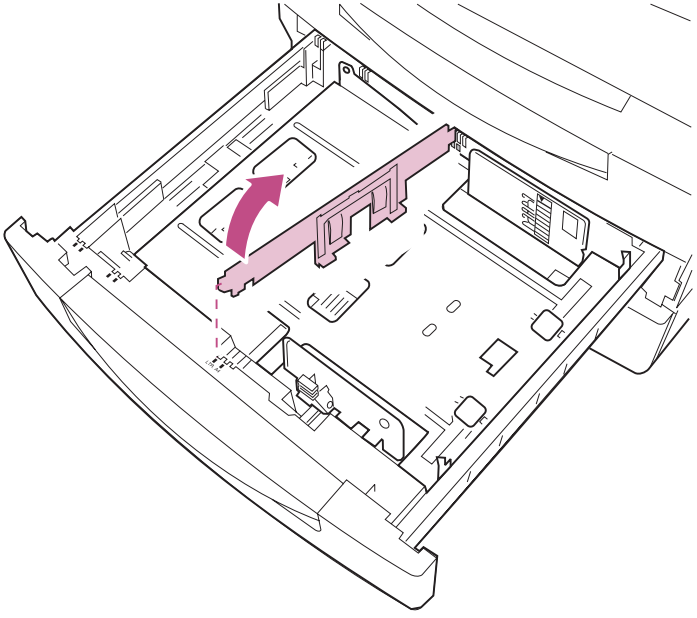
If you need to adjust the position of the paper guide, continue with step 4 on page 130.



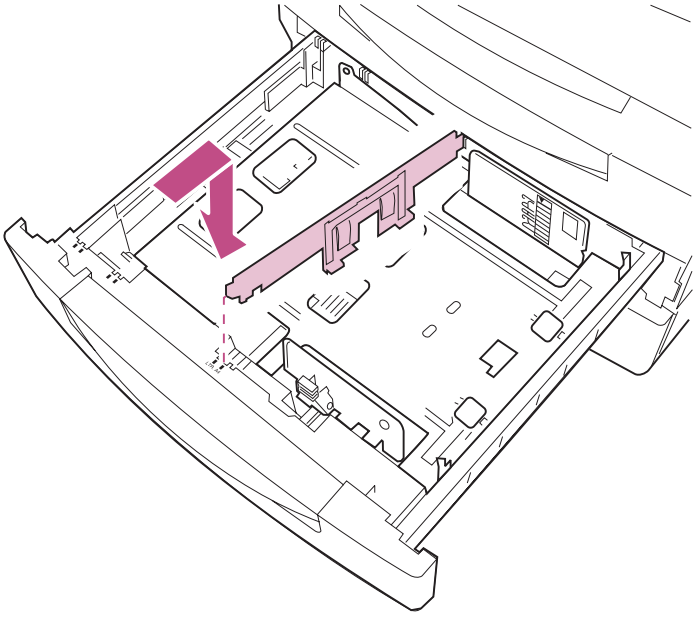
4 **If necessary, move the left paper guide.**

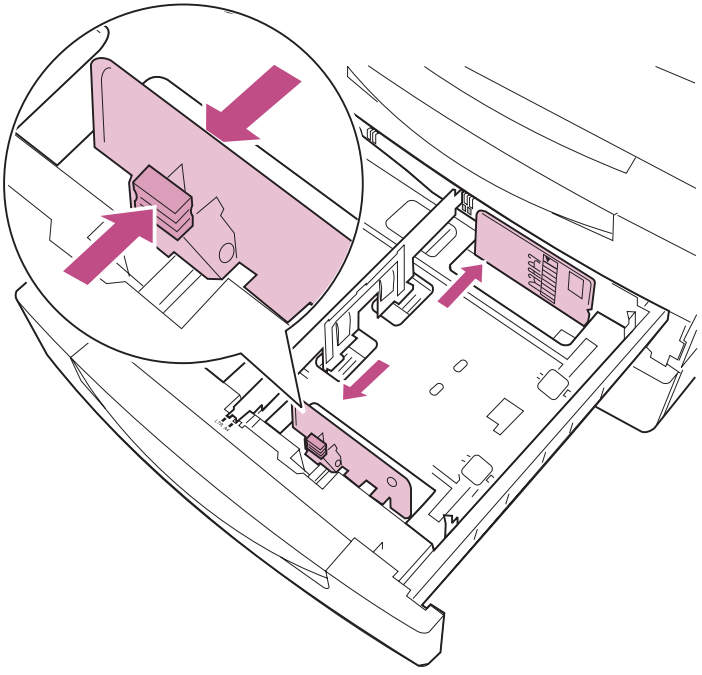
a **Release the left paper guide by pushing it toward the back of the printer.**

The pressure plate in the bottom of the tray must be pressed down before you can remove the left paper guide. If there is paper in the tray, remove the paper before trying to adjust the guide.



b **Lift the paper guide up and out of the tray.**





5 **Insert the paper guide into the appropriate color-coded slots for the size paper being loaded.**

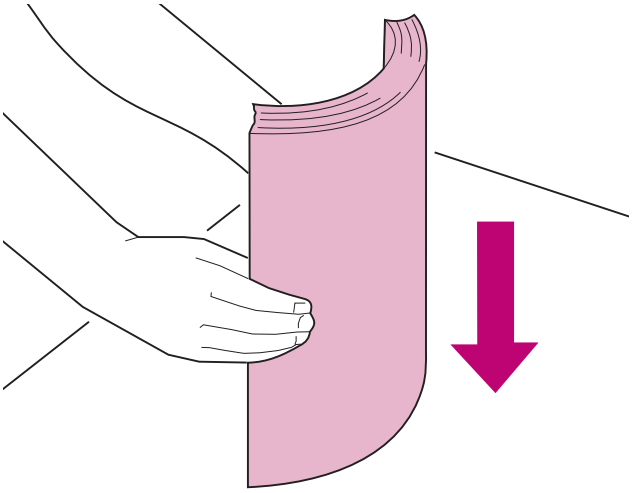
   a **Push the paper guide into the correct slot in the back of the tray.**

   b **Slide the paper guide into the corresponding slot at the front of the tray.**

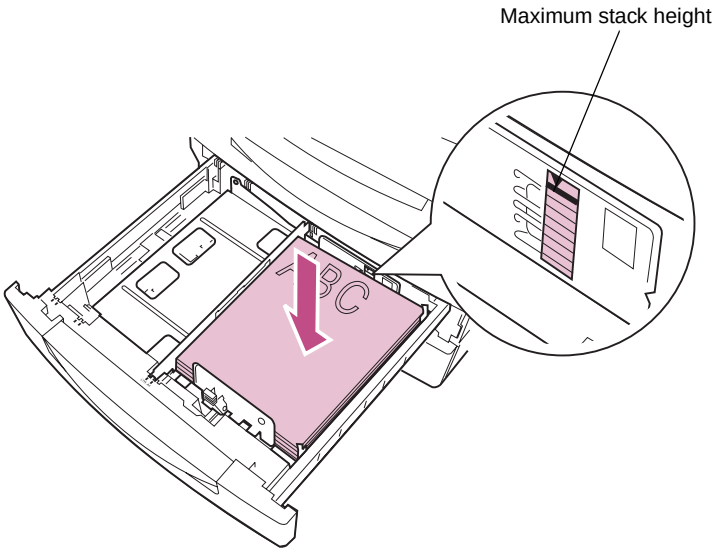
   c **Release the guide so the spring mechanism forces the guide fully into the slot at the front of the tray.**

      If the guide is not positioned properly in the slot at the front of the tray, the printer does not recognize that the tray is installed in the printer.

6 **Press the green tab and slide the adjustable guides open.**



7 **Before loading paper, flex the sheets back and forth to loosen them, and then fan them. Straighten the edges on a level surface.**



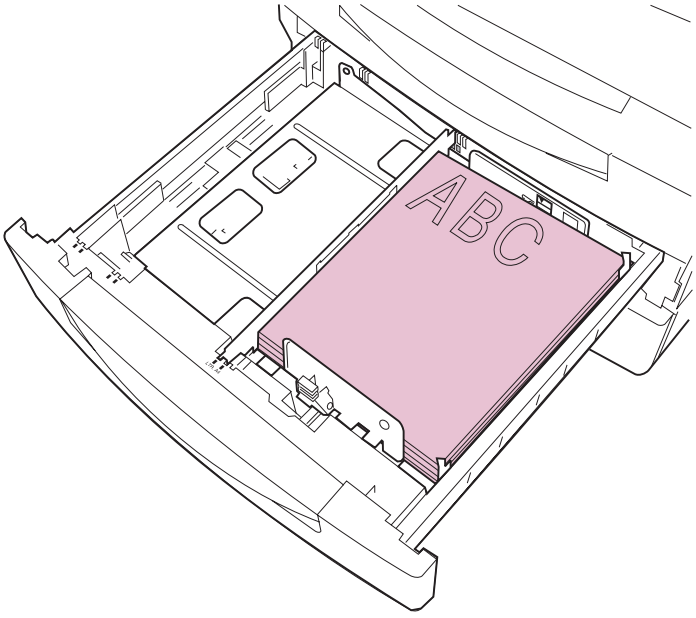
8 **Load the paper with the recommended print side face up, as shown.**

Do not exceed the maximum stack height indicated on the adjustable guide.

The orientation of the paper in the tray depends on the size paper you're loading:

— For A4 and letter size paper, place the long edge of the paper to the right of the tray.

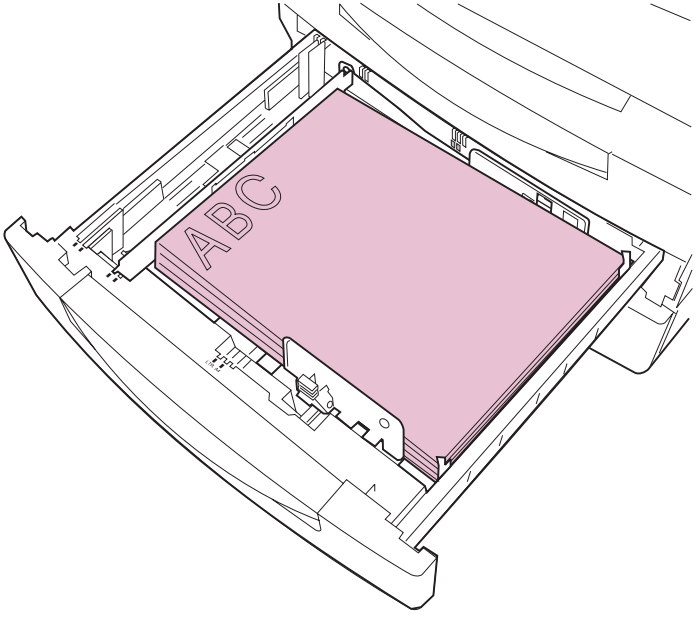
  If you're loading preprinted letterhead, place the top of the page at the back of the tray.



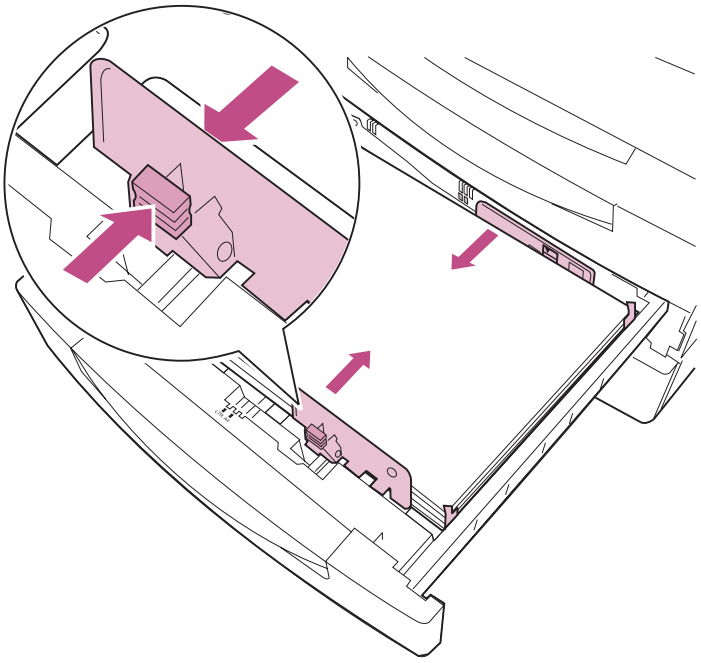
A4 and letter size paper

— For A3, B4, legal, and 11x17 size paper, place the short edge of the paper to the right of the tray.

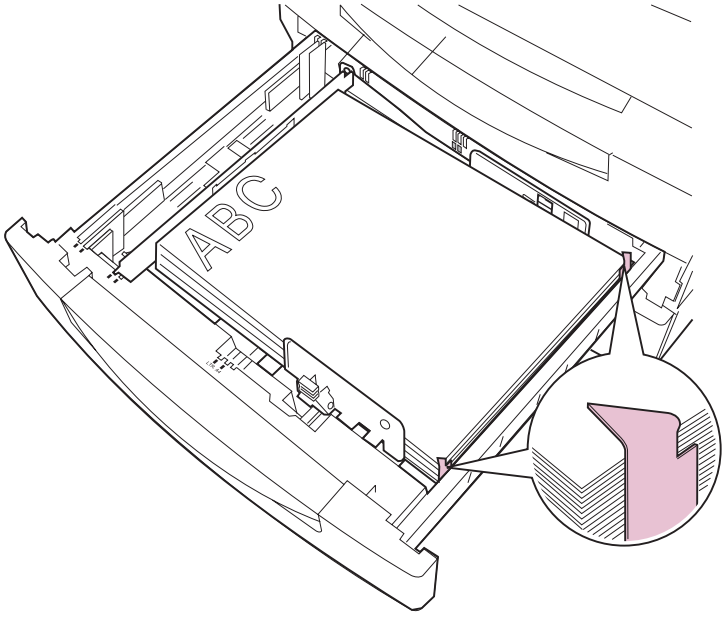
  If you're loading preprinted letterhead, place the top of the page at the left side of the tray.



A3, B4, legal, and 11x17 size paper

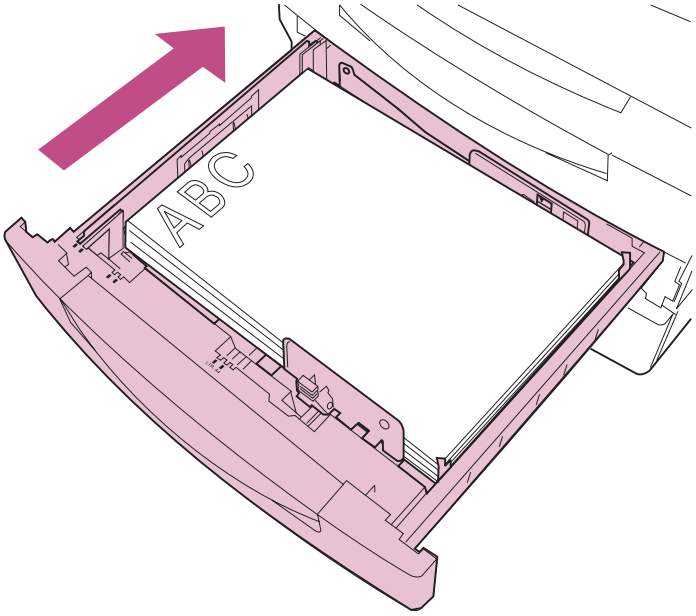


9 **Press the green tab and slide the adjustable guides toward the paper until the guides fit snugly against the stack.**



10 **Make sure the paper fits under the two corner bucklers on the right side of the tray.**

The edge of the paper stack must be tucked completely under the corner bucklers or you may experience paper jams.

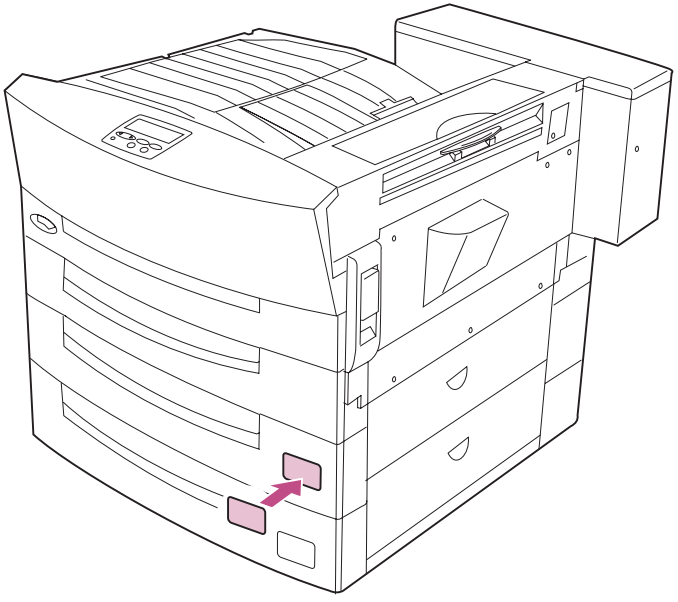


11 **Make sure the pressure plate is pressed down inside the tray.**

Whenever you pull open the tray, make sure the pressure plate is snapped down before pushing the tray back into the printer.

12 **Push the tray *firmly* into the printer.**

If the tray is not pushed completely into the printer, text and images may print in the wrong position on the page, and margins may appear incorrect.



13 **Attach the label that indicates the size of paper loaded in the tray.**

Paper size labels were shipped with the tray. If you intend to use the tray primarily for one paper size, it may be helpful to identify that size on the outside of the tray. If you change paper sizes frequently, you may choose not to attach a label.

14 **Repeat steps 1 through 13 to load tray 3.**

15 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

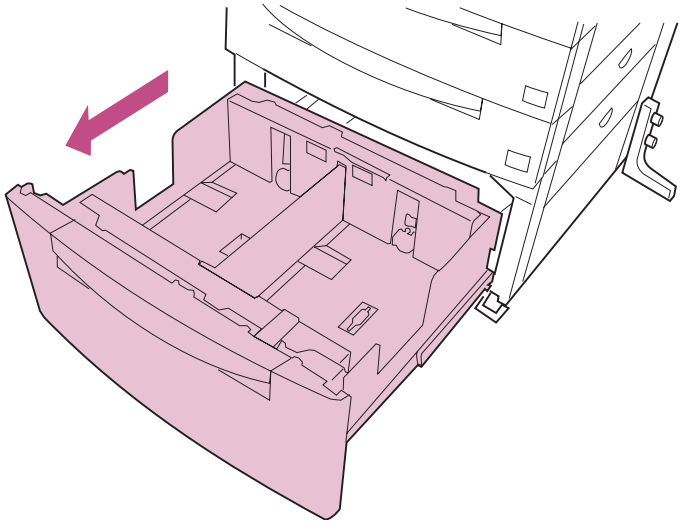
What do I do next?

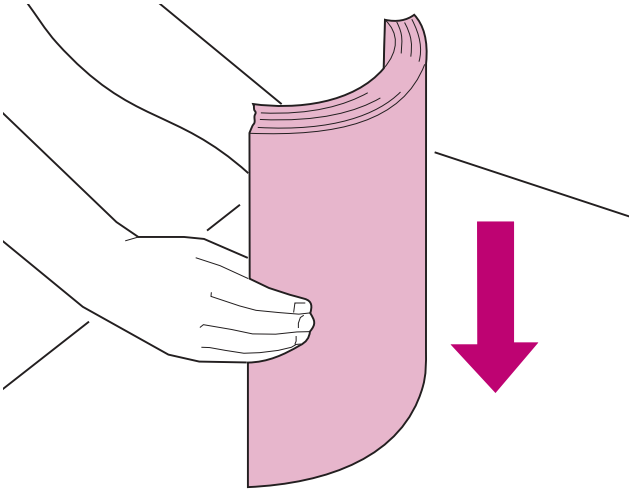
Task	Go to page …
1 Load paper in an optional 2500-sheet drawer.	136
2 Attach cables.	139

Loading the 2500-sheet tray (tray 4)

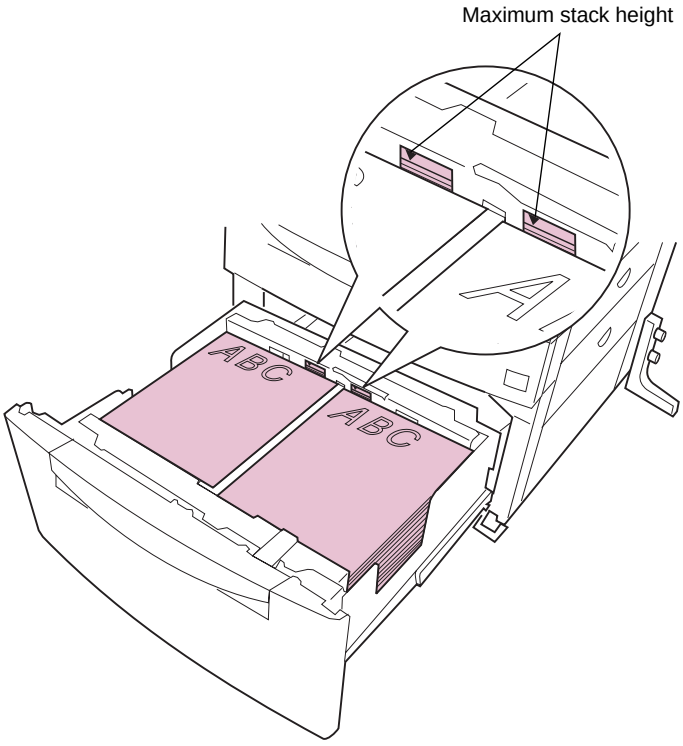
If you have an optional 2500-sheet drawer attached to your printer, you can load up to 2500 sheets of either A4 *or* letter size paper in tray 4, depending on how the tray was configured at the factory for your geographic region.

1 **Pull the paper tray open until it stops.**





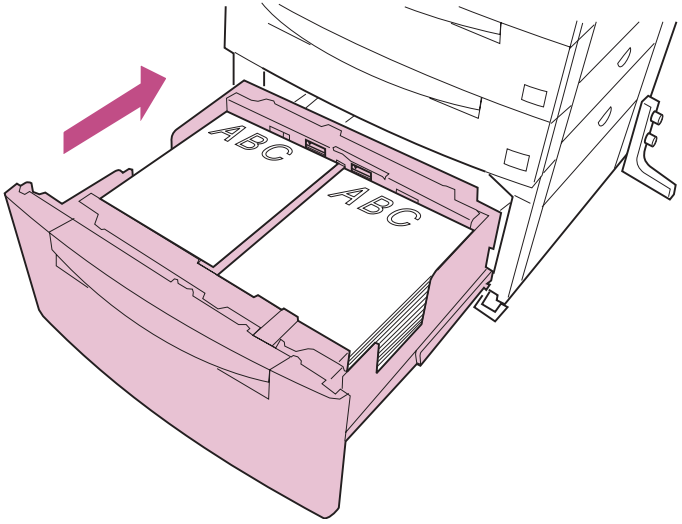
2 **Before loading paper, flex the sheets back and forth to loosen them, and then fan them. Straighten the edges on a level surface.**



3 **Load the paper on both sides of the tray with the recommended print side face up, as shown.**

Always load the same type of paper in both sides of the tray. Do not exceed the maximum stack height indicated on the back of the tray.

If you're loading preprinted letterhead, place the top of the page at the back of the tray, as shown.



4 **Push the tray *firmly* into the printer.**

5 **Continue with Step 11: “Attach cables” on page 139.**

Step 11: Attach cables

You can attach the printer to a LAN by:

- Connecting the printer directly to the server using a parallel or serial cable.

  Your printer's standard parallel port requires an IEEE-1284 compliant parallel cable. We recommend Lexmark part number 1329605 (10 ft) or 1427498 (20 ft). If you installed an optional parallel/USB interface card, you need a 1284 A-C parallel cable, such as Lexmark part number 43H5171 (9.8 ft). If you use something other than an IEEE-compliant cable, you may not be able to access all of your printer's functions.

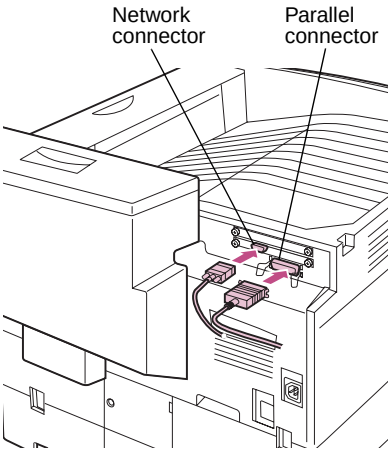
  If you're attaching a serial cable, we recommend Lexmark part number 1038693 (50 ft). Attach the cable to the serial connector on the optional tri-port interface card you installed in the printer.

- Connecting the printer directly to the LAN:

  — Using an external print server, such as Lexmark's MarkNet Pro.
  — Using an internal print server, such as the MarkNet S or one of the MarkNet N2000 Series print servers.
  — Using the optional tri-port interface card to connect to a LocalTalk network.

Note: If you have a MarkNet print server installed, you never have to worry about setting the network speed. The print server automatically senses the network speed and adjusts for that speed.

To attach a cable to your printer:



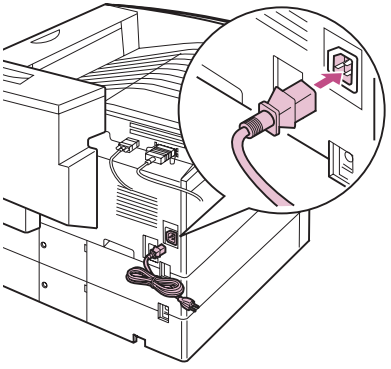
Rear view

1. **Make sure the printer and the computer (or other devices you plan to attach) are turned off and the power cords are unplugged.**
2. **At the back of the printer, locate the parallel, serial, or network cable connector.**

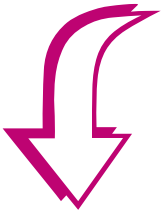
   One parallel connector is standard on all printer models. The Optra W810n and Optra W810dn models also have a standard Ethernet connector attached to the MarkNet print server installed in the printer. You may have other cable connectors available on your printer if you installed other print servers or interface cards.
3. **Connect the appropriate cable or cables.**

   Connect only one network cable to each MarkNet print server installed in your printer, even if the print server has more than one network port.

Note: If you attach a USB cable to a parallel/USB interface card you've installed in your printer, you must use the Windows 98 operating system and a Windows 98-compatible driver to send print jobs to the USB port.



4. **Plug one end of the power cord into the socket at the back of the printer and the other end into a properly grounded electrical outlet.**

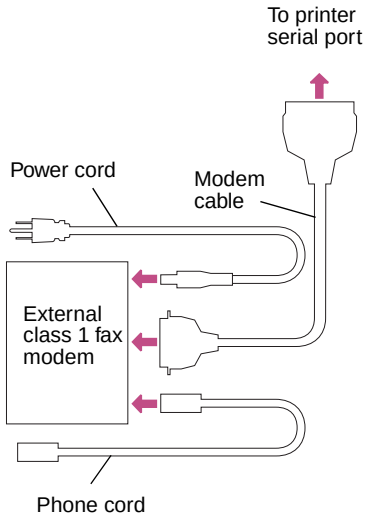


5 **Choose the first task in the following table that identifies something you have left to do. Then go to the page listed.**

What do I do next?

Task	Go to page …
1 Connect an external fax modem.	142
2 Connect an infrared adapter.	144
3 Verify that I've successfully set up the printer and options.	145

Connecting an external fax modem



If you installed an optional tri-port adapter in your printer, you can attach an external, class 1 fax modem to the serial port on the adapter. You can then use your printer to receive faxes.

To set up the serial port to receive faxes:

1. **Make sure the printer and the computer (or other devices you plan to attach) are turned off and the power cords are unplugged.**
2. **Turn the modem off.**
3. **Follow the instructions included with the modem to connect the modem to the serial port.**

   The modem connects to the printer in the same way it would connect to a computer. Make sure the modem cable has a 25-pin connector to attach to the serial connector on the printer.
4. **Turn the modem on.**

   You must turn on the modem *before* you turn on the printer.
5. **Turn the printer on.**
6. **From the printer operator panel:**

   a. **Press the <Menu button to enter the menus.**

   b. **Continue to press <Menu until you see FAX MENU.**

   c. **Press the Select button.**

      Fax Port appears on the second line of the display.

   d. **Press Select again.**

   e. **Press Menu> or <Menu until the serial port you want to set up as a fax port appears on the second line of the display.**

      For example, if you installed a tri-port adapter in connector 2, look for **Ser Option 2**.

f **Press Select.**

The printer resets. You are now ready to receive faxes.

Refer to the *Complete Printer Reference* for information about changing the fax communication settings, such as baud and parity.

7 **Continue with Step 12: "Verify setup" on page 145.**

Note: Do not attempt to configure the serial port for multiple uses with an A-B switch.

To disable the fax modem and restore the printer serial port to normal use:

1 **From the printer operator panel:**

a **Press the <Menu button to enter the menus.**

b **Continue to press <Menu until you see FAX MENU.**

c **Press the Select button.**

Fax Port appears on the second line of the display.

d **Press Select again.**

e **Press Menu> until Disabled appears on the second line of the display.**

f **Press Select.**

The printer resets.

2 **Turn the modem off.**

3 **Turn the printer off.**

4 **Disconnect the modem cable from the printer serial port.**

5 **Turn the printer on.**

6 **Continue with Step 12: "Verify setup" on page 145.**

Connecting an infrared adapter

You can use an infrared adapter to print remotely from a computer equipped with an infrared port.

The optional tri-port adapter, which includes an infrared port, lets you connect the infrared adapter to your printer.

After you have installed the tri-port adapter (see page 53 for instructions), follow the steps below to connect the infrared adapter to your printer:

1. **Make sure the printer power is off and the power cord is unplugged.**
2. **Locate the infrared port at the back of your printer.**

   The infrared port is attached to the tri-port adapter you installed earlier.
3. **Plug the adapter cable into the infrared port.**
4. **Plug in the printer power cord and turn on the printer.**

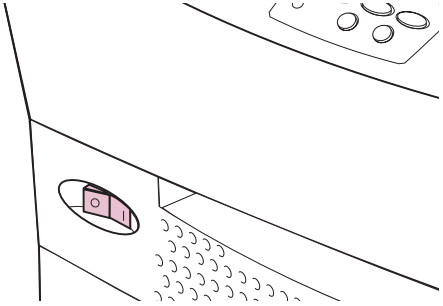
   If any light on the infrared adapter comes on when the printer power is on, the adapter is plugged into the printer port correctly.
5. **Imagine a line between the infrared port on the computer and the infrared port on the front of the adapter.**

   Refer to the documentation that came with your computer for information about your computer's infrared port.
6. **Aim the infrared port on your computer within 15 degrees of either side of this line.**
7. **Continue with Step 12: "Verify setup" on page 145.**

Step 12: Verify setup

Printing the menu settings page

Print the menu settings page to review the default printer settings and to verify that printer options are installed correctly. For more information about using the printer operator panel and changing menu settings, refer to the *Complete Printer Reference* on the Lexmark Web site.

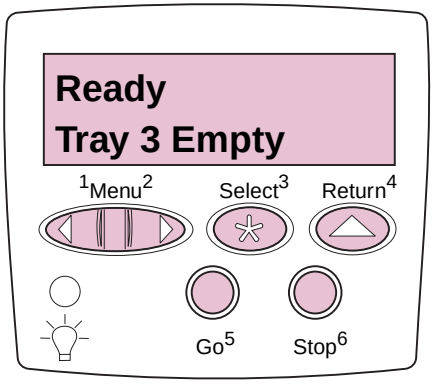


1 Turn the printer on.

The printer requires time to warm up after you turn it on. During this period, the message **Performing Self Test** appears on the operator panel display. After the printer completes its internal tests, the **Ready** status message is displayed.

If Power Saver is set On (the factory default), **Power Saver** replaces the **Ready** status message if the printer has not received a print job during a specified period of time (20 minutes is the default setting). Both messages indicate that the printer is ready to receive print jobs. Refer to the *Complete Printer Reference* for more information about modifying the Power Saver setting.

If an error message is displayed on the second line, refer to the *User's Reference* for helpful tips. The message map on the top of the printer identifies the location of doors, trays, and bins referenced in messages.



2 From the printer operator panel, press the Menu> button to enter the menus.

The numbers 1 through 6 appear next to the buttons on the operator panel. Use these numbers to enter your personal identification number (PIN) when printing a confidential job. Refer to the *User's Reference* for details about printing confidential jobs.

3 **If you need to change the language of the text displayed on the operator panel, complete the following steps:**

   a **Press the Menu> button until you see SETUP MENU on the second line of the operator panel display.**

   b **Press the Select button.**

   c **Press <Menu until Display Language appears on the second line of the display.**

   d **Press Select.**

   e **Press Menu> until the language you prefer appears on the second line of the display.**

   f **Press Select.**

      The printer resets and displays text in the requested language.

   g **Press Return.**

4 **Press and release Menu> until you see UTILITIES MENU.**

Note: Before printing the menu settings page, make sure the Paper Type setting for the source is Plain Paper. Tray 2 is the factory default paper source, and Plain Paper is the default Paper Type for that tray.

5 **Press the Select button.**

   UTILITIES MENU is then displayed on the first line.

6 **Press Menu> until you see Print Menus on the second line of the display.**

7 **Press Select to print the page.**

   The message **Printing Menu Settings** is displayed. The printer returns to **Ready** status after the menu settings page prints.

   If an error message appears on the display, refer to the *User's Reference* for more information.

8 **Verify that the options you installed are listed on the menu settings page under "Installed Features."**

   If an option you installed does not appear on the page, turn the printer off, unplug the power cord, and reinstall the option.

9 **If you attached a serial cable, verify that the printer serial settings listed on the menu settings page are appropriate for your system.**

Refer to the *Complete Printer Reference* for more information about the Serial Menu and changing these settings.

Changing the Paper Type setting

It is important to verify that the Paper Type settings are accurate for all the installed paper sources. Refer to the menu settings page you printed. The Paper Type is listed for each of the installed paper sources.

Paper Type refers to the type of media loaded in the sources: plain paper, letterhead, transparencies, card stock, a custom media you define, and so on. Since different sources can hold different media, you can customize the Paper Type setting for each source.

The printer uses the Paper Type setting to optimize print quality for the media you specified. The Paper Type setting also affects the printer's automatic source selection capability, as well as the tray linking function. (See "Linking trays" on page 149 for more information.) For these reasons, it's important to change the setting each time you change the media in the tray or feeder.

Refer to the *Complete Printer Reference* for detailed information about the paper types supported by each paper source, as well as ways to use the Paper Type setting to make printing more efficient in your work environment.

If you need to change a Paper Type setting:

1. **From the printer operator panel, press the Menu> button to enter the menus.**

   PAPER MENU appears on the second line of the display.

2. **Press the Select button to open the Paper Menu.**
3. **Press and release Menu> until PAPER TYPE appears on the second line.**
4. **Press Select.**

   Tray 1 Type appears on the second line of the display.

5. **Press Select again if you want to change the Tray 1 Type setting.**
6. **Press Menu> or <Menu to scroll through a list of possible paper types for tray 1.**

7 **When the correct paper type appears on the second line of the display, press Select again to save the type as the default for tray 1.**

8 **If you need to change the Paper Type setting for another source, press Menu> to scroll to the appropriate source, and then repeat steps 5 through 7.**

9 **When you are finished changing the Paper Type settings, press the Go button to return the printer to the Ready state.**

Changing the Paper Size setting

Your printer uses the position of the left paper guides in trays 2 and 3 to automatically sense the size of paper loaded in those trays. It can also sense the size of paper in tray 4 if you've installed an optional drawer. You cannot change the Paper Size for these trays from the operator panel menus.

Tray 1, however, does not have automatic paper size sensing. If you load any size paper other than the default—letter or A4—you'll have to change the Paper Size setting for tray 1 from the Paper Menu.

If you need to change the Paper Size setting for tray 1:

1 **From the printer operator panel, press the Menu> button to enter the menus.**

PAPER MENU appears on the second line of the display.

2 **Press the Select button to open the Paper Menu.**

3 **Press and release Menu> until PAPER SIZE appears on the second line.**

4 **Press Select.**

Tray 1 Size appears on the second line of the display.

5 **Press Select again if you want to change the Tray 1 Size setting.**

6 **Press Menu> or <Menu to scroll through a list of possible paper sizes for tray 1.**

7. **When the correct paper size appears on the second line of the display, press Select again to save the size as the default for tray 1.**
8. **If you need to change the Paper Size setting for another source, press Menu> to scroll to the appropriate source, and then repeat steps 5 through 7.**
9. **When you are finished changing the Paper Size settings, press the Go button to return the printer to the Ready state.**

Linking trays

If you load the same paper size and type in more than one tray, the printer automatically links the trays: when one tray is empty, paper feeds from the next linked tray. By linking the trays on the standard Optra W810 printer model, you can effectively create a single paper source that holds up to 1250 sheets. If you installed an optional drawer, you can also link that tray for a total capacity of 1750 sheets or 3750 sheets, depending on the capacity of the optional drawer.

When the printer is shipped from the factory, tray linking is not enabled. The factory default Paper Types for the three standard trays are:

- Tray 1 = Custom Type 6
- Tray 2 = Plain Paper
- Tray 3 = Custom Type 3

To initiate tray linking:

1. **Load paper of the same size and type in all the trays you want to link.**

   See page 121 for complete paper loading instructions.

2. **Make sure the printer recognizes the same paper size is loaded in each tray:**

   a. **If you're linking tray 1, make sure you selected the correct size from the Tray 1 Size menu.**

      See page 148 for more information.

b **If you're linking a 500-sheet tray (tray 2, 3, or 4), make sure the left paper guide is inserted into the correct slot inside the paper tray.**

See "Loading trays 2 and 3" on page 127 for an illustration of proper paper loading in the 500-sheet trays.

3 **Select the same Paper Type setting for all the sources.**

See page 147 for more information.

With tray linking in effect, the printer feeds paper from one tray until it is empty, and then feeds paper from the next linked tray.

To disable tray linking, change the Paper Type setting for one or more of the trays to a Custom Type setting. Refer to the *Complete Printer Reference* if you need more information about changing printer settings from the menus.

Configuring output bins

If you attach an optional finisher or mailbox to your printer, you can link output bins, or otherwise specify how the printer sends jobs to the bins, by changing the Configure Bins settings in the Paper Menu.

By default, the output bins for the finisher or the mailbox are configured in Mailbox mode. In this mode, you select an output bin when you send a job to print. (If you prefer, you can select a default output bin for all print jobs to go to.) The printer alerts you when the bin you selected becomes full, and stops printing until you empty the bin.

If you prefer, you can change the Configure Bins setting to Link mode. All available bins are then linked so that when one bin becomes full, the printer sends jobs to the next linked bin.

Mail Overflow mode (only available if you've attached an optional mailbox) is another setting you can select. In this mode, the printer automatically sends jobs to a preassigned overflow bin when the current bin becomes full.

The final Configure Bins setting you can select is Type Assignment mode, which lets you assign different types of media to specific output bins or set of linked bins. The printer then sends all printed media to the bin or set of linked bins that you designated to receive each type of media.

If you want to change the Configure Bins setting:

1. **From the printer operator panel, press the Menu> button to enter the menus.**

   PAPER MENU appears on the second line of the display.

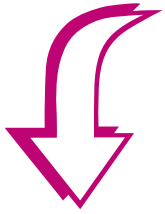
2. **Press the Select button to open the Paper Menu.**
3. **Press and release Menu> until CONFIGURE BINS appears on the second line.**
4. **Press Select.**

   Mailbox appears on the second line of the display.

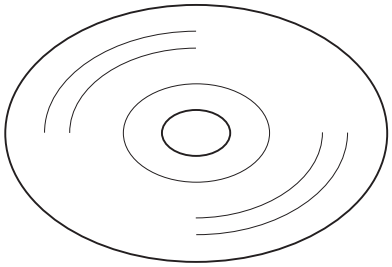
5. **Press Menu> or <Menu to scroll through the list of available configuration modes.**
6. **When the correct configuration mode appears on the second line of the display, press Select again to save the mode as the bin configuration default.**
7. **Press the Go button to return the printer to the Ready state.**

Refer to the *Complete Printer Reference* if you need more information about changing printer settings from the menus.

Continue with Step 13: “Load MarkVision and drivers” on page 152.



Step 13: Load MarkVision and drivers



The *Drivers, MarkVision and Utilities* CD contains printer drivers and utilities for Windows, Macintosh, and OS/2 environments. Drivers are available for both PCL and PostScript emulations.

In addition to printer drivers, the CD includes several network setup and management utilities. If you're setting up your Optra W810 in a network environment, you may want to read Step 14: "Set up network addresses" on page 155 before launching the CD. That section provides helpful information about the software components you may need to install on your system.

Note: If you have infrequent access to a CD-ROM drive, you can create installation diskettes from the CD.

1 **Launch the CD.**

If the CD does not auto-launch when inserted in the drive, refer to the CD booklet for information about launching the CD in your system environment.

If necessary, you can change the language of the text the CD displays on the screen. This also changes the language of the text displayed on the user interface screens for the drivers and utilities you choose to install.

2 **Choose a task.**

Note: To use your printer most effectively, we recommend that you install the custom Lexmark printer drivers appropriate for your printing environment.

The CD offers easy access to utilities that help you install drivers, set up a network, or view documentation related to network setup and printer management. If you're operating in a Windows environment, you can also register your printer online.

At any time the CD is running, press F1 for online Help. Refer to the CD Readme for the latest information about the contents of the CD.

Drivers

Refer to the CD Readme for a complete list of all the drivers included on the CD. Updated drivers, as well as a complete description of the driver packages and Lexmark driver support, are also available electronically from the Lexmark Web site (www.lexmark.com).

To support all your printer's features, install the custom Lexmark drivers on your system. If you use drivers designed for printers other than the Optra W810, you may not be able to control all of the printer's functions. For more information about these functions, refer to the driver online Help or to the *Complete Printer Reference* on the Lexmark Web site.

MarkVision

The MarkVision™ printer utility is an effective network tool for managing your printer remotely, directly from your workstation.

Operating systems supported

MarkVision for Windows 95/98, Windows NT 4.0, Macintosh, and OS/2 Warp is shipped with your printer on the *Drivers, MarkVision and Utilities* CD. You can purchase MarkVision for UNIX networks and UNIX Intranet Servers and MarkVision for Sun Systems and Sun Intranet Servers from Lexmark. Contact the place where you bought your printer or visit the Lexmark Web site.

MarkVision features

MarkVision's graphical user interface provides ongoing status for Lexmark printers connected locally or attached directly to a network. Network users and administrators can also use the following MarkVision features to increase productivity.

Note: Online information for MarkVision features and installation is available on the *Drivers, MarkVision and Utilities* CD.

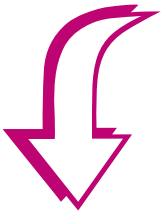
- MarkVision's centralized setup capabilities let you quickly configure and install multiple printers.
  - — MarkVision lets you configure multiple printers simultaneously from one workstation.
  - — Features such as automatic network printer discovery and multi-adapter flash update let you set up and configure Lexmark network printers and change network addresses from one workstation.
  - — If you install MarkVision on a shared network drive, users with access to the drive can install MarkVision on their workstations.

Note: You can integrate MarkVision directly into your favorite network management software.

- Use MarkVision to easily manage and monitor your Lexmark and SNMP-compliant printers.
  - — Messages on the MarkVision remote operator panel reflect printer real time status.
  - — The printer graphic provides a visual confirmation of installed options.
  - — MarkVision lets you view a list of installed features so you know your printer capabilities.

Note: Management capabilities for multi-vendor printers are available in some versions of MarkVision.

- MarkVision provides the tools to make printer-related administrative tasks effortless.
  - — You can use MarkVision to monitor network print jobs in the queue, change their printing order, and hold or delete specific jobs.
  - — You can use MarkVision's asset management options to maintain printer inventory, assign property tags, track page counts, and gather job statistics.
  - — MarkVision lets you easily download and manage resources such as fonts, demo pages, and overlays.



Continue with Step 14: "Set up network addresses" on page 155.

Step 14: Set up network addresses

Note: Make sure you always use the latest version of the *Drivers, MarkVision and Utilities* CD available to you. Visit the Lexmark Web site for the most recent software and documentation updates.

We have provided some helpful hints for setting up your network addresses. If you need additional setup information or troubleshooting tips, refer to the documents on the *Drivers, MarkVision and Utilities* CD. After launching the CD, click **View Documentation** and then click **MarkNet Print Servers**.

Printing a network setup page

If you used an internal print server to attach your printer to a network, use the printer operator panel to print a network setup page. The network setup page shows the physical address, known as the universally administered address (UAA), of the print server and other important data.

To print a network setup page:

1. **From the operator panel, press Menu> to enter the menus.**
2. **Continue to press and release Menu> until you see UTILITIES MENU.**
3. **Press Select.**
4. **Press Menu> until you see Print Net1 Setup (if the print server is installed in network connector 1) or Print Net2 Setup (if the print server is installed in network connector 2).**
5. **Press Select again.**

   The network setup page prints.

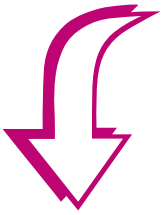
Note: The UAA is preset at the factory. However, you can override it with an optional locally administered address (LAA) if you want some particular physical address for the print server.

6 **Look for the UAA under the Network heading on the setup page.**

The UAA is a 12-digit number. The left column shows the address in MSB form and the right column shows the address in canonical form.

7 **Save the network setup page to use later.**

8 **Turn to the appropriate section for instructions on configuring your print server.**



What do I do next?

Network environment	Go to page ...
TCP/IP	157
Novell NetWare	162
AppleTalk	163
OS/2 Warp server	165

TCP/IP

For instructions on other ways to set the IP address not documented in the following sections, refer to the *Drivers, MarkVision and Utilities* CD. Click **View Documentation** and then click **MarkNet Print Servers**.

Setting the IP address, netmask, and gateway

You must assign an IP address, netmask, and gateway to the MarkNet print server for other network devices to find the printer on the network.

- If you have DHCP, the proper address values are automatically assigned. To verify the assignment has happened, print a network setup page and make sure the IP address, netmask, and gateway appear as non-zero.
- If you don't have DHCP, there are other methods you can use to manually assign the address, such as the printer operator panel, static ARP and telnet, RARP and telnet, BOOTP, or MarkVision or another Lexmark utility. Instructions for three of these methods follow.

Printer operator panel

You can use the printer operator panel to set the IP address, netmask, and gateway inside the print server. You must be standing at the printer to use this method.

Note: Press **Menu>** until you see the correct menu item, and then press **Select**.

1. **Select Network Menu, Network Option X, Network X Setup, TCP/IP, Set IP Address.**

   X designates the network connector you are using for the print server. For example, **Network Option 2** appears on the operator panel display if a MarkNet card is installed in network connector 2.

2. **Use the menu buttons to set the IP address.**

   Press **Select** to advance to the next segment in the address. Press **Menu>** to increase the number by one. Press **<Menu** to decrease the number by one.

3. **Press Select until the word SAVED appears briefly.**

4. **Repeat steps 1 through 3 to Set IP Netmask, and then again to Set IP Gateway.**

5 **Print a new network setup page to verify the parameters are set correctly.**

See page 155 for instructions on printing the setup page.

Static ARP and telnet

You can use this method from any Windows, OS/2, or UNIX workstation. You need to know the physical address of the print server.

Note: The workstation and the printer must be on the same subnet.

1 **Find the physical address (UAA) of the print server (for example, 00200022012F) on the network setup page.**

— If you have an Ethernet network, use the number in the right column (canonical).

— If you have a Token-Ring network, use the number in the left column (MSB).

2 **Set the IP address in your workstation ARP table. At a command prompt, type a command similar to the following, inserting the IP address you want to assign and the UAA:**

```
arp -s 192.168.236.24 00-20-00-22-01-2F
```

3 **Set the IP address, netmask, and gateway in the print server. To do this, telnet to port 9000 on the MarkNet print server by typing a command similar to the following:**

```
telnet 192.168.236.24 9000
```

4 **Verify that the print server is up and running on the network.**

```
ping 192.168.236.24
```

Setup utility

Note: It doesn't matter which form of the UAA you use (MSB or canonical).

If your workstation is running Windows 95, Windows 98, or Windows NT, you can use the Print Server TCP/IP Setup Utility to initialize the IP address. The setup utility is on the *Drivers, MarkVision and Utilities* CD. The CD also includes information on installing, using, and troubleshooting the setup utility. You need to know the 12-digit physical address of the print server to use this method.

To install the utility:

1. **Launch the *Drivers, MarkVision and Utilities* CD.**
2. **Choose custom install to add network support.**
3. **Select Print Server TCP/IP Setup Utility.**

Managing printers with your Web browser

Once the IP address has been set (using any of the methods described), you can use your Web browser to remotely view and manage the network printer. Functions include viewing printer status in real time, resetting the printer, and changing settings. Simply type the print server IP address in the URL field of the browser (for example, http: / /192.168.236.24) and press Enter.

Setting up to print

There are many ways to send a print job, including FTP, TFTP, LPR/LPD, point-to-point (LexIP), and various queue-based methods. Instructions for two of the methods follow.

Printing to a queue on a Windows NT Server

Note: If you are using Windows NT Server 4.0 or later *and* running TCP/IP, you can use Network Plug and Print to automate your printer setup process.

This section explains the setup for queue-based printing where network users print to a queue defined on a Windows NT server. The MarkNet print server services this queue. To use this method, you must have at least one server running Windows NT Server software and TCP/IP.

The following instructions apply to Windows NT Server Versions 4.0 and later.

1. **Launch the *Drivers, MarkVision and Utilities* CD.**
2. **Choose custom install to add network support.**

3 **Select TCP/IP.**

Note: For details on installing the necessary software, launch the *Drivers, MarkVision and Utilities* CD. Click **View Documentation** and then click **MarkNet Print Servers**.

4 **Install the TCP/IP software component on the server that contains the print queue.**

This software is necessary to establish the link between the MarkNet print server and the queue.

5 **Set up a print queue on the server by creating a printer object:**

a **Click Start, Settings, Printers, Add Printer.**

a **When prompted, select My Computer (not Network Printer Server).**

b **Click Add Port.**

c **Select Lexmark Network Port, and then click New Port. Follow the instructions on the screen.**

d **Share the queue.**

6 **Set up your Windows 95, Windows 98, or Windows NT clients in the usual way. (Hint: Click Start, Settings, Printers, Add Printer.)**

Point-to-point printing (LexIP)

Note: These are instructions are for Windows 95/98 workstations. Instructions for Windows NT workstations are on the *Drivers, MarkVision and Utilities* CD.

You can print from any Windows 95, Windows 98, or Windows NT workstation directly to a Lexmark printer located anywhere on the IP network. No server is required.

1 **Launch the *Drivers, MarkVision and Utilities* CD.**

2 **Choose custom install to add network support.**

3 **Select TCP/IP.**

4 **Install the TCP/IP software component on the workstation.**

5 **Create a printer object on the workstation:**

a **Click Start, Settings, Printers, Add Printer.**

b **When prompted, select Local Printer (not Network).**

This gives you access to the Lexmark Network Printer Monitor later.

Note: You can obtain the latest Lexmark printer drivers from our Web site.

c **Select the correct printer driver.**

d **Select any port (LPT, COM, or FILE) for the initial setup.**

Later, you will change the port to a logical port.

e **Click Next, and then continue following the instructions on the screen until the printer object has been created.**

6 **Associate the printer object with the physical printer:**

a **Select the newly created printer object in the printers folder.**

b **Add a printer port.**

c **Click Other, Lexmark Network Printer Monitor, and then click OK.**

A list of available print servers appears. If your print server is not in the list, click **Add Adapter**, and then follow the instructions on the screen until it appears.

d **Select the IP address of your print server from the list.**

e **Specify a logical port name to associate with the printer, and then click OK.**

f **Verify that the logical port name assigned to the printer appears in the box labeled Print to the following port.**

This confirms your printer is correctly configured for LexIP.

g **Click OK.**

Novell NetWare

NDPS (Novell Distributed Print Services)

If you have MarkNet print servers in an NDPS environment, we recommend that you install the Lexmark NDPS IP Gateway. This allows your printers to be tightly integrated with NDPS so that you can easily monitor, control, and print to them.

You can get the gateway plus all support files and installation procedures from the Lexmark Web site (www.lexmark.com) or from some versions of the *Drivers, MarkVision and Utilities* CD. On the CD, look for a subdirectory named NDPS. This subdirectory contains the NDPS gateway files and all supporting documentation, including a Readme file and an instructional white paper.

Non-NDPS (queue-based)

The easiest way to configure the print server for NetWare jobs in a non-NDPS environment is to use MarkVision. MarkVision can automatically create all the necessary NetWare objects (print queue objects, print server objects, and printer objects).

Complete the following steps from a Windows NT workstation running Novell NetWare Client32 software, or from a Windows 95 or Windows 98 workstation running either Novell Client32 or Microsoft Client for NetWare networks.

1. **Launch the *Drivers, MarkVision and Utilities* CD.**
2. **Choose custom install to add network support.**
3. **Select NetWare.**
4. **Install the Netware software component on the workstation.**
5. **Launch MarkVision.**
6. **In the MarkVision main window, find the new network printer.**

   Look for the line item containing your print server physical address (the MSB form of the print server UAA).
7. **Double-click the network printer.**

Note: The default login name contains the characters !LEX plus the UAA of the print server (for example, !LEX00200022012F).

8 **Configure the MarkNet print server:**

a **Set a unique NetWare login name.**

This is the name the print server uses to log in to the NetWare server.

b **Enable the MarkNet port.**

Note: For information about choosing PSERVER or RPRINTER mode, look on the *Drivers, MarkVision and Utilities* CD. Click **View Documentation** and then click **MarkNet Print Servers**.

c **Select PSERVER mode.**

-- If you want to manage NDS queues, you must specify the NDS tree and context where the print server is defined. You also need to create or select queues to be serviced.

-- If you want to manage bindery queues, you must first specify the file servers. Afterward, you must create or select queues to be serviced.

d **If prompted to reset the print server, select Yes to immediately begin servicing the queues.**

AppleTalk

Your MarkNet print server works automatically with AppleTalk networks. You simply connect the power and the network cables, and you're up and running.

Note: MarkVision for Macintosh is on the *Drivers, MarkVision and Utilities* CD.

However, if you would like to use a zone and printer name different from the defaults, you can use MarkVision for Macintosh to change these settings.

AppleTalk network printing

Each Macintosh user on the AppleTalk network who wants to use the printer needs to complete the following steps:

Note: A PPD file customizes the LaserWriter driver for your particular printer model.

1. **In the Chooser, select the LaserWriter 8 driver.**
2. **Select the new printer.**
   - — If you have a routed network, you must select the new printer from the default zone for the network. If you do not know which zone to select, look on the network setup page under AppleTalk for Zone.
   - — If you do not know which printer to select, look on the network setup page under AppleTalk. The default name of the printer is listed beside Name.
3. **Click Create.**
4. **If you are prompted to select the PPD (PostScript Printer Description), follow these steps to install the proper PPD from the *Drivers, MarkVision and Utilities* CD:**
   a. **Launch the CD.**
   b. **Click Lexmark Installer.**
   c. **Select the appropriate PPD for your printer.**
   d. **Click Install.**
   e. **Go back to the Chooser and try to create the new printer again.**
5. **Look for an icon to appear in the Chooser next to the printer name.**

   This means a PPD is associated with the network printer. A new desktop printer icon is also placed on your desktop.
6. **In the Chooser, select the printer you want to use now, and then close the Chooser window.**

If you experience problems setting up AppleTalk, refer to the documentation on the *Drivers, MarkVision and Utilities* CD. After launching the CD, click **View Documentation** and then click **MarkNet Print Servers**.

OS/2 Warp server

MarkNet print servers work on OS/2 Warp Server networks. Users can print to the network printer from any client that can successfully attach to the network.

For instructions on configuring the print server for OS/2 networks, look on the *Drivers, MarkVision and Utilities* CD. Click **View Documentation** and then click **MarkNet Print Servers**.

Congratulations!

You are ready to use your new Optra W810 printer. Keep the *User's Reference* with the printer so you'll have convenient answers to questions relating to everyday printing. Save this book if you anticipate purchasing printer options in the future.

A Notices

Electronic emission notices

Electronic emission information for your printer varies, depending on whether or not you have a network card installed.

With a network card installed

Federal Communications Commission (FCC) Compliance Information Statement

The Lexmark Optra W810 laser printer, Type 4023, has been tested and found to comply with the limits for a Class A digital device, pursuant to Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Warning! When a network card is installed, this is a Class A product. In a domestic environment, this product may cause radio interference, in which case, the user may be required to take adequate measures.

The FCC Class A limits are designed to provide reasonable protection against harmful interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause harmful interference to radio communications. Operation of this equipment in a residential area is likely to cause harmful interference, in which case the user will be required to correct the interference at his own expense.

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class A computing device, use a properly shielded and grounded cable such as Lexmark part number 1329605. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

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

Industry Canada Compliance Statement

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

Avis de conformité aux normes d'Industrie Canada

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

European Community (EC) Directives Conformity

This product is in conformity with the protection requirements of EC Council directives 89/336/EEC and 73/23/EEC 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.

Note: This product satisfies the Class A limits of EN 55022 and safety requirements of EN 60950.

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

Without a network card installed

United States and Canada only

Federal Communications Commission (FCC) Compliance Information Statement

The Lexmark Optra W810 laser printer, Type 4023, has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Note: To assure compliance with FCC regulations on electromagnetic interference for a Class B computing device, use a properly shielded and grounded cable such as Lexmark part number 1329605. Use of a substitute cable not properly shielded and grounded may result in a violation of FCC regulations.

The FCC Class B limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult your point of purchase or service representative for additional suggestions.

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

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

Director of Lab Operations
Lexmark International, Inc.
740 West New Circle Road
Lexington, KY 40550
(606) 232-3000

Industry Canada Compliance Statement

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

Avis de conformité aux normes d'Industrie Canada

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

All other geographies

Warning! This is a Class A product. In a domestic environment, this product may cause radio interference, in which case, the user may be required to take adequate measures.

European Community (EC) Directives Conformity

This product is in conformity with the protection requirements of EC Council directives 89/336/EEC and 73/23/EEC 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.

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

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

The United Kingdom Telecommunications Act 1984

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

German acoustics statement

The following measurements were made in accordance with ISO 7779 and reported in conformance with ISO 9296.

Acoustics

1-Meter average sound pressure, dBA			
Base printer		Base printer with optional finisher	Base printer with optional mailbox
Printing	***Idle***		
58 dBA	37 dBA	59 dBA	58 dBA

Energy Star

The EPA ENERGY STAR Computers program is a partnership effort with computer manufacturers to promote the introduction of energy-efficient products and to reduce air pollution caused by power generation.

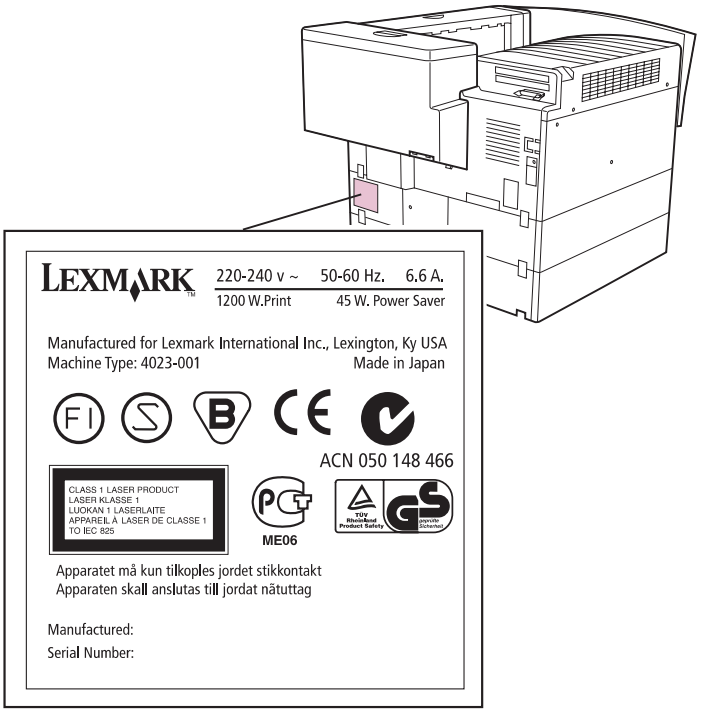
Companies participating in this program introduce personal computers, printers, monitors, or fax machines that power down when they are not being used. This feature will cut the energy used by up to 50 percent. Lexmark is proud to be a participant in this program.

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

Laser notices

The following laser notice label may be affixed to this printer as shown:

Class 1 laser statement label



Laser notice

The printer is certified in the U.S. to conform to the requirements of DHHS 21 CFR Subchapter J for Class I (1) laser products, and elsewhere is certified as a Class I laser product conforming to the requirements of IEC 825.

Class I laser products are not considered to be hazardous. The printer contains internally a Class IIIb (3b) laser that is nominally a 5 milliwatt gallium arsenide laser operating in the wavelength region of 770-810 nanometers. The laser system and printer are designed so there is never any human access to laser radiation above a Class I level during normal operation, user maintenance, or prescribed service condition.

B Statement of limited warranty

Lexmark International, Inc., Lexington, KY

This warranty applies to the United States and Canada. For customers outside the U.S. and Canada, refer to the country-specific warranty information that came with your printer.

Lexmark Optra W810 laser printer

This Statement of Limited Warranty applies to this product if it was originally purchased for your use, and not for resale, from Lexmark or a Lexmark remarketer, referred to in this statement as “Remarketer.”

Warranty

Lexmark warrants that this product:

- Is manufactured from new parts, or new and serviceable used parts, which perform like new parts,
- Is free from defects in material and workmanship,
- Conforms to Lexmark’s official published specifications, and
- Is in good working order.

If this product does not function as warranted during the warranty period, contact a Remarketer or Lexmark for repair without charge.

If this product is a feature or option, this statement applies only when that feature or option is used with the product for which it was designed. To obtain warranty service, you may be required to present the feature or option with the product.

If you transfer this product to another user, warranty service under the terms of this statement is available to that user for the remainder of the warranty period. You should transfer proof of original purchase and this statement to that user.

Warranty service

The warranty period is 12 months and starts on the date of original purchase as shown on the purchase receipt.

To obtain warranty service you may be required to present proof of original purchase. Warranty service will be provided at your location.

When warranty service involves the exchange of a product or part, the item replaced becomes the property of the Remarketer or Lexmark. The replacement may be a new or repaired item. The replacement item assumes the remaining warranty period of the original product.

Replacement is not available to you if the product you present for exchange is defaced, altered, in need of a repair not included in warranty service, or damaged beyond repair. Also, such product must be free of any legal obligation or restrictions that prevent its exchange.

Before you present this product for warranty service, remove all programs, data, and removable storage media.

For further explanation of your warranty alternatives and the nearest Lexmark authorized servicer in your area, please contact Lexmark at 1-800-LEXMARK (1-800-539-6275), or on the World Wide Web at http://www.lexmark.com.

Free remote technical support is provided for this product throughout its warranty period. Lexmark offers a variety of extended warranty programs that include an extension of technical support. For products no longer covered by a Lexmark warranty, technical support may only be available for a fee.

Extent of warranty

We do not warrant uninterrupted or error-free operation of a product.

Warranty service does not include repair of failures caused by:

- modification or attachments
- accidents or misuse
- unsuitable physical or operating environment

- maintenance by anyone other than Lexmark or a Lexmark authorized servicer
- operation of a product beyond the limit of its duty cycle
- failure to have installed a maintenance kit as specified (if applicable)
- use of printing media outside of Lexmark specifications
- use of other than Lexmark supplies (such as toner cartridges, inkjet cartridges, and ribbons)
- use of other than Lexmark product or component

ALL EXPRESS AND IMPLIED WARRANTIES, INCLUDING THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE, ARE LIMITED IN DURATION TO THE WARRANTY PERIOD. NO WARRANTIES, EXPRESS OR IMPLIED, WILL APPLY AFTER THIS PERIOD.

Limitation of liability

Your sole remedy under this Statement of Limited Warranty is set forth in this section. For any claim concerning performance or nonperformance of Lexmark or a Remarketer for this product under this Statement of Limited Warranty, you may recover actual damages up to the limit set forth in the following paragraph.

Lexmark's liability for actual damages from any cause whatsoever will be limited to the greater of 1) $5,000 or 2) the amount you paid for the product that caused the damages. This limitation of liability will not apply to claims by you for bodily injury or damage to real property or tangible personal property for which Lexmark is legally liable. In no event will Lexmark be liable for any lost profits, lost savings, incidental damage, or other economic consequential damages. This is true even if you advise Lexmark or a Remarketer of the possibility of such damages. Lexmark is not liable for any claim by you based on a third party claim.

This limitation of remedies also applies to any developer of materials supplied to Lexmark. Lexmark’s and the developer’s limitations of remedies are not cumulative. Such developer is an intended beneficiary of this limitation.

Additional rights

Some states do not allow limitations on how long an implied warranty lasts, or do not allow the exclusion or limitation of incidental or consequential damages. If such laws apply, the limitations or exclusions contained in this statement may not apply to you.

This warranty gives you specific legal rights. You may also have other rights which vary from state to state.

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