Dell™ All-In-One Printer 948 User's Guide

To order ink or supplies from Dell:

1. Double-click the icon on your desktop.

2. Visit Dell's website, or order Dell printer supplies by phone.

   www.dell.com/supplies

   For the best service, make sure you have the Dell printer Service Tag available.

Notes, Notices, and Cautions

NOTE: A **NOTE** indicates important information that helps you make better use of your printer.

NOTICE: A **NOTICE** indicates either potential damage to hardware or loss of data and tells you how to avoid the problem.

CAUTION: A CAUTION indicates a potential for property damage, personal injury, or death.

Information in this document is subject to change without notice.
© 2007 Dell Inc. All rights reserved.

Reproduction in any manner whatsoever without the written permission of Dell Inc. is strictly forbidden.

Trademarks used in this text: *Dell*, the *DELL* logo, *Dell Picture Studio*, and *Dell Ink Management System* are trademarks of Dell Inc.; *Microsoft* and *Windows* are registered trademarks of Microsoft Corporation in the United States and/or other countries. *Windows Server* and *Windows NT* are registered trademarks of Microsoft Corporation. *Windows Vista* is either a trademark or a registered trademark of Microsoft Corporation in the United States and/or other countries. *Bluetooth* is a registered trademark owned by Bluetooth SIG, Inc. and is used by Dell Inc. under license. *EMC* is a registered trademark of EMC Corporation.

Other trademarks and trade names may be used in this document to refer to either the entities claiming the marks and names or their products. Dell Inc. disclaims any proprietary interest in trademarks and trade names other than its own.
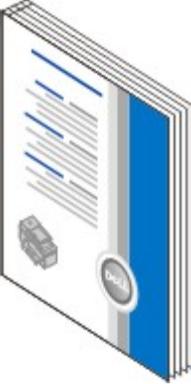
UNITED STATES GOVERNMENT RESTRICTED RIGHTS

This software and documentation are provided with RESTRICTED RIGHTS. Use, duplication or disclosure by the Government is subject to restrictions as set forth in subparagraph (c)(1)(ii) of the Rights in Technical Data and Computer Software clause at DFARS 252.227-7013 and in applicable FAR provisions: Dell Inc., One Dell Way, Round Rock, Texas, 78682, USA.

Dell All-In-One Printer 948 User's Guide

Model 948

July 2007   SRV UY127   Rev. A00

Finding Information

What are you looking for?	Find it here
- Drivers for my printer - My *User's Guide*	*Drivers and Utilities* CD If you purchased your Dell computer and printer at the same time, documentation and drivers for your printer are already installed on your computer. You can use the CD to uninstall/reinstall drivers or access your documentation. Readme files may be included on your CD to provide last-minute updates about technical changes to your printer or advanced technical reference material for experienced users or technicians.
How to set up my printer	*Setting Up Your Printer* poster
- Safety information - How to set up and use my printer - Warranty information	*Owner's Manual*
Express Service Code and Service Tag number	Express Service Code and Service Tag number

For more information, see [Express Service Code](#).

|	
- Latest drivers for my printer - Answers to technical service and support questions - Documentation for my printer	Dell Support Website: support.dell.com The Dell Support website provides several online tools, including: - Solutions—Troubleshooting hints and tips, articles from technicians, and online courses - Upgrades—Upgrade information for components, such as memory - Customer Care—Contact information, order status, warranty, and repair information - Downloads—Drivers - Reference—Printer documentation and product specifications
- How to use Windows Vista™ - Documentation for my printer	Windows Vista Help and Support Center 1. Click ® **Help and Support**. 2. Type a word or phrase that best describes your problem, and then click the **arrow** icon. 3. Click the topic that describes your problem. 4. Follow the instructions shown on the screen.
- How to use *Windows*® XP - Documentation for my printer	Windows XP Help and Support Center 1. Click **Start**® **Help and Support**. 2. Type a word or phrase that best describes your problem, and then click the **arrow** icon. 3. Click the topic that describes your problem. 4. Follow the instructions shown on the screen.

Understanding the Software

- [Using the Dell All-In-One Center](#)

- [Using the Dell Fax Solutions Software](#)

- [Using Printing Preferences](#)

- [Using Memory Card Manager](#)

- [Dell Ink Management System](#)

- [Removing and Reinstalling Software](#)

The printer software includes:

- **Dell All-In-One Center**— Allows you to perform various scan, copy, fax, and print operations with newly scanned and previously saved documents and images.

- **Dell Fax Solutions Software**— Allows you to fax electronic or scanned documents.

- **Printing Preferences**— Allows you to adjust printer settings.

- **Memory Card Manager**— Allows you to display, manage, edit, print, and scan photos from your memory card or USB memory key to your computer.

- **Dell Ink Management System™**— Warns you when your printer is running low on ink.

Using the Dell All-In-One Center
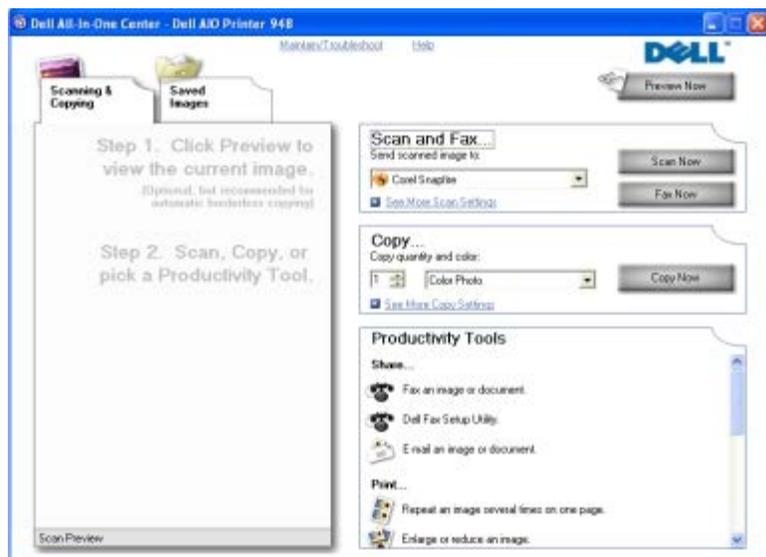
The **Dell All-In-One Center** allows you to:

- Scan, copy, fax, and use productivity tools.

- Select where you want to send the scanned image.

- Select the quantity and color of your copies.

- Access troubleshooting and maintenance information.

- Preview images you want to print or copy.

- Manage photos (copy them to folders, print them, perform creative copying).

To access the **Dell All-In-One Center**:

1. *In Windows Vista™:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

   In Windows® XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

The Dell All-In-One Center includes four main sections:

In this section:	You can:
Preview Now	- Select a portion of the preview image to scan or copy. - View an image of what will be printed or copied.
Scan and Fax	- Select the program where you want to send the scanned image. - Select the type of image being scanned. - Select a quality setting for your scan. - Select **Scan Now** to scan your document or photo. - Select **Fax Now** to scan, and then fax a copy of your document or photo. **NOTE:** Click **See More Scan Settings** to view all settings.
Copy	- Select the quality and color of your copies. - Select a quality setting for your copies. - Specify the blank paper size. - Specify the size of the original document being copied. - Lighten or darken your copies (this can also be accomplished using the operator panel). - Resize your copies. - Select **Copy Now** to create copies. **NOTE:** Click **See More Copy Settings** to view all settings.
Productivity Tools	- Fax an image or document. - Access the Dell Fax Setup Utility. - E-mail an image or document. - Repeat an image several times on one page. - Resize an image. - Print an image as a multi-page poster. - Print more than one page on a sheet of paper. - Save an image on your computer. - Save multiple photos. - Scan and save to PDF. - Edit text found in a scanned document (Optical Character Recognition). - Modify an image with a photo editor.

For more information, click **Help** in the **Dell All-In-One Center**.

Using the Dell Fax Solutions Software
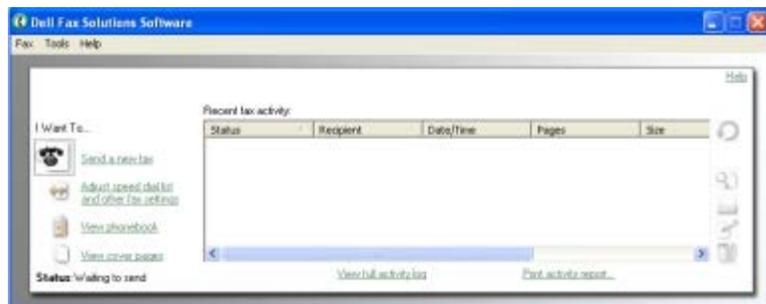
The **Dell Fax Solutions Software** allows you to:

- Send fax.

  Click **Send a new fax**, and then follow the instructions on the computer screen.

- Adjust other fax settings.

  Click **Adjust speed dial list and other fax settings** to customize various fax settings.

- View and manage your phonebook.

  Click **View phonebook** to open the Phone book. You can add, edit, or delete contact and group information. You can also add a contact or group to your speed dial list.

- View and customize cover page.

  Click **View cover pages** to open the Cover Pages dialog. You can customize, add logos to, or choose from a variety of different ready-made cover pages for your fax.

- View fax history.

  Click **View full activity log** to see or print a detailed list of all fax activity.

- Create a fax report.

  Click **Print activity report** to see a detailed report of all fax activity. Click the **Print** icon to print your activity report.

To access the Dell Fax Solutions Software:

1. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

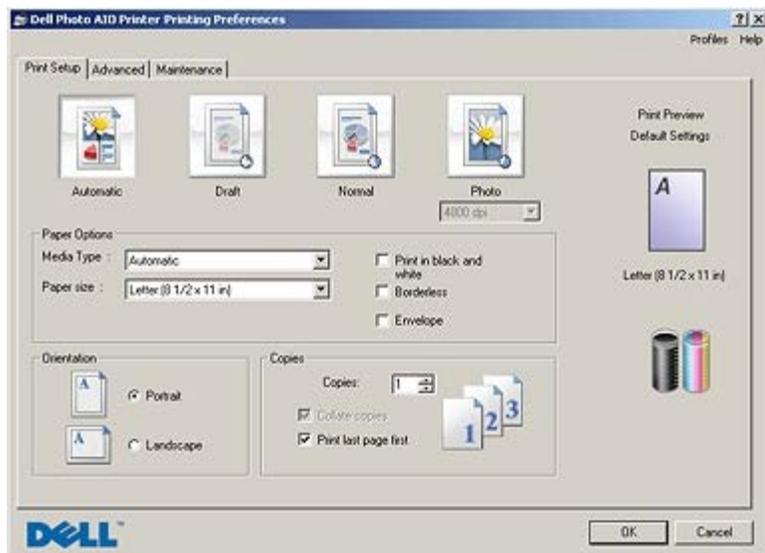   c. Click **Dell AIO Printer 948**.

   In Windows XP and 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Click **Dell Fax Solutions**.

The **Dell Fax Solutions Software** dialog box opens.

Using Printing Preferences

You can change your printer settings in Printing Preferences depending on the type of project you want to create.

To access Printing Preferences when a document is open:

1. Click **File**® **Print**.

   The **Print** dialog box opens.

2. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

To access Printing Preferences when a document is not open:

1. *In Windows Vista*:

   a. Click ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows XP, click **Start**® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

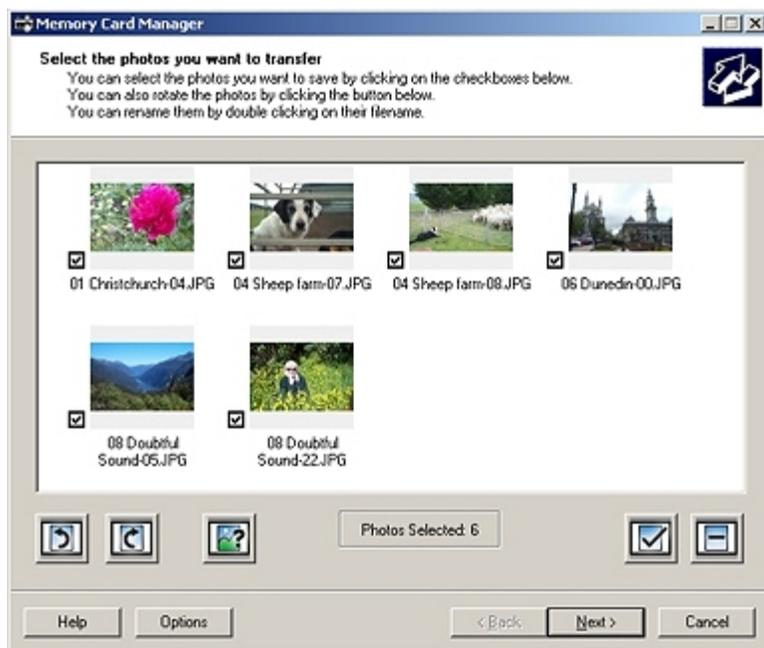3. Click **Printing Preferences**.

NOTE: Changes made to the printer settings from the **Printers** folder become the default settings for most programs.

The Printing Preferences dialog box has three sections:

Tab	Options

Print Setup	Quality/Speed — Select **Automatic**, **Draft**, **Normal**, or **Photo** depending on your desired output quality. Draft is the fastest option but should not be selected if you have a photo cartridge installed.
	Media Type — Allows you to set the paper type manually, or have the printer detect the paper type automatically.
	Paper Size — Select the size of your paper.
	Print in black and white — Print your color images in black and white to save the ink in your color cartridge. **NOTE:** You cannot select this setting if you have selected **Use Color Cartridge for all Black Printing**.
	Borderless — Select the check box if you want to print borderless photos.
	Orientation — Select how the document is arranged on the printed page. You can print using portrait or landscape orientation.
	Envelope — Select the check box if you want to print an envelope. The Paper Size area lists the envelope sizes available for printing.
	Copies — Customize how the printer prints several copies of a single print job: **Collated**, **Normal**, or **Print Last Page First**.
Advanced	2-sided printing — Select this to print on both sides of the paper. Select from **Automatic**, **Manual**, or **Print Duplex**.
	Extend dry time — Select this option if you notice ink is smeared on the bottom of the pages of your duplex print jobs. This allows the ink on the paper to dry before the duplex unit feeds it back into the printer, and prints on the other side. **NOTE:** You will need to wait a few seconds longer for your duplex jobs to finish if your turn this feature on.
	Layout — Select **Normal**, **Banner**, **Mirror**, **N-up**, **Poster**, **Booklet**, or **Borderless**.
	Automatic Image Sharpening — Automatically select the best image-sharpening level based on image content.
	Dell Customer Experience Improvement Program — Allows you to access information about, and change your status in, the Dell Customer Experience Improvement Program.
	More Options — Allows you to specify **Appearance Mode** and **Complete-A-Print** settings. You can also view the paper type that the printer detects.
Maintenance	Install Ink Cartridges
	Clean Ink Cartridges
	Align Ink Cartridges
	Print a Test Page
	Network Support

Using Memory Card Manager

Memory Card Manager allows you to display, manage, edit, print, and save photos from your memory card or USB memory key to your computer.

To launch Memory Card Manager:

1. Insert a memory card into the memory card slot or a USB key into the PictBridge port on the front of the printer.

⊘ **NOTICE:** Do not remove the memory card or USB key, or touch the printer near the area of the memory card or USB key while actively reading, writing, or printing from these devices. Data corruption can occur.

2. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and 2000:

   Click **Start** ® **Programs** or **All Programs** ® **Dell Printers** ® **Dell AIO Printer 948**.

3. Select **Activate Memory Card Manager**.

Dell Ink Management System

Each time you print a job, a printing progress screen appears, which shows the progress of the print job as well as the amount of ink remaining and the approximate number of pages remaining in the cartridge. The page counter is hidden during the first 50 pages of cartridge use, until printing habits are learned and a more accurate count can be given. The number of pages remaining changes as a result of the type of print jobs the printer completes.

When your ink cartridge levels are low, a **Low Ink Warning** appears on your screen when you try to print. This warning is displayed every time you print until you install a new ink cartridge. For more information, see Replacing Ink Cartridges.

When one or both of your ink cartridges are empty, the **Reserve Tank** window appears on your screen when you try to print. If you continue printing, the print job may not print as you expect.

If your black ink cartridge is out of ink, you can choose to print black from the color ink cartridge (Process Black) by selecting **Complete-A-Print** before clicking the **Continue Printing** button. If you select **Complete-A-Print** and click **Continue**

Printing, Process Black is used for all black printing until the black cartridge is replaced, or the option is cleared from **More Options**, located on the **Advanced** tab of the **Printing Preferences**. The **Reserve Tank** dialog does not display again until after the low ink cartridge has been replaced. The **Complete-A-Print** check box is automatically reset when a new or different cartridge is installed.

If your color ink cartridge is out of ink, you can choose to print color documents in grayscale by selecting **Complete-A-Print** before clicking the **Continue Printing** button. If you select **Complete-A-Print**, and click **Continue Printing**, all color documents will print in black and white until the color cartridge is replaced or the option is cleared from **More Options**, located on the **Advanced** tab of the **Printing Preferences**. The **Reserve Tank** dialog does not display again until after the low ink cartridge has been replaced. The **Complete-A-Print** check box is automatically reset when a new or different cartridge is installed.

Removing and Reinstalling Software

If your printer does not function properly, or communication error messages appear when using your printer, you can remove and reinstall the printer software.

1. *In Windows Vista:*

   a. Click ⊕® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and WIndows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Click **Uninstall Dell AIO Printer 948**.

3. Follow the instructions on the screen.

4. Restart your computer.

5. Insert the *Drivers and Utilities* CD, and then follow the instructions on the screen.

   If the installation screen does not appear:

   a. *In Windows Vista*, click ⊕® **Computer**.

   In Windows XP, click **Start**® **My Computer**.

   In Windows 2000, double-click **My Computer** from your desktop.

b. Double-click the **CD-ROM drive** icon, and then double-click **setup.exe**.

c. When the printer software installation screen appears, click **Using a USB cable** or **Using a wireless network**.

d. Follow the instructions on your screen to complete the installation.

About Your Printer

● <u>Understanding the Printer Parts</u>

● <u>Understanding the Operator Panel</u>

You can use your printer to do a variety of things. A few important things to note:

- If the printer is connected to a computer, you can use either the printer operator panel or the printer software to produce quality documents.

- You *do* need to connect your printer to a computer to print, scan, or use the **Save Photos to Computer** function or the **Office File** mode.

- You *do not* need to connect your printer to a computer to make photocopies, send faxes, or print from memory cards or a PictBridge-enabled camera.

📝 **NOTE:** The printer (whether it is connected to a computer or not) must be connected to a telephone line before you can send a fax.

📝 **NOTE:** If you use a Digital Subscriber Line (DSL) modem for your computer, you must install a DSL filter on the telephone line attached to your computer. For information about DSL filters, contact your DSL Service Provider.

Understanding the Printer Parts
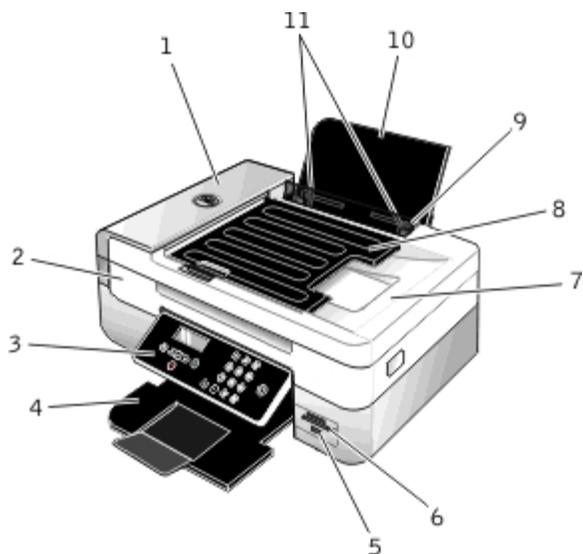
Number:	Part:	Description:
1	Automatic Document Feeder (ADF)	Part that feeds original documents into the printer.
2	Printer unit	Unit you lift to gain access to the ink cartridges.
3	Operator panel	Panel on the printer that you use to control copying, scanning, faxing, and printing. For more information, see <u>Understanding the Operator Panel</u>.
4	Paper exit tray	Tray that holds the paper as it exits the printer. **NOTE:** Pull the paper exit tray stop straight out to extend it.
5	PictBridge port	The port you use to connect your PictBridge-enabled digital camera or a USB key to your

		printer.
6	Memory card slots	Slots into which you insert a memory card containing digital photos.
7	Top cover with integrated ADF exit tray	Top of printer that holds your document or photo flat while you scan it. You can also pick up your original document after it has gone through the ADF here.
8	ADF input tray	Tray that holds original documents. Use it to scan, copy, or fax multiple-page documents.
9	Foreign object guard	Part that prevents small foreign objects from falling into the paper path.
10	Paper support	Part that supports loaded paper.
11	Paper guides	Guides that help the paper feed into the printer properly.

Number:	Part:	Description:
12	Supplies Reorder Label	To order ink cartridges or paper, visit www.dell.com/supplies
13	Ink cartridge carrier	Part that holds two ink cartridges, one color ink and the other black or photo.
14	Express Service Code	- Identify your printer when you use support.dell.com or contact technical support. - Enter the Express Service Code to direct your call when contacting technical support. **NOTE:** The Express Service Code is not available in all countries.
15	Scanner glass	Surface on which you place your document or photo face down to copy, scan, or fax it.

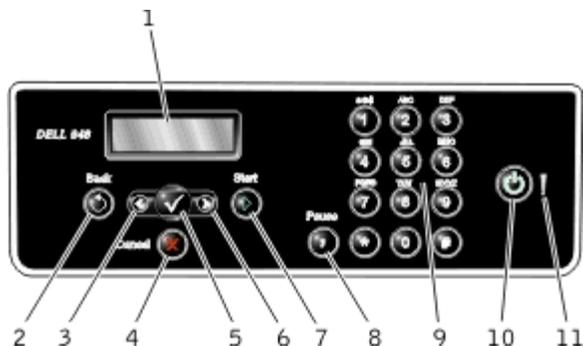| Number:	Part:	Description:
16	USB connector	Slot into which you plug the USB cable (sold separately). The other end of the USB cable plugs into your computer.
17	PHONE jack connector (↘ — middle connector)	Slot on your printer into which you plug additional devices, such as a data/fax modem, telephone, or answering machine. Remove the blue plug before use. **NOTE:** If the phone communication is serial in your country (such as Germany, Sweden, Denmark, Austria, Belgium, Italy, France, and Switzerland), you must remove the blue plug from the PHONE jack connector (↘ — upper connector), and then insert the supplied yellow terminator for faxing to work correctly. You will not be able to use this port for additional devices in these countries.
18	Fax connector (lower connector)	Slot into which you plug an active telephone line to send and receive faxes. **NOTE:** Do not connect additional devices to the FAX connector (— lower connector), and do not connect a DSL (digital subscriber line) or ISDN (integrated services digital network) to the printer without using a digital line filter.
19	Back cover	Cover that you have to remove to install the Dell Internal Wireless Adapter 1000.
20	Optional Dell Internal Wireless Adapter 1000	A networking device that you can purchase separately to set up your printer on a wireless network.
21	Duplex unit cover	Part that covers the duplex unit. The duplex unit allows you to print on both sides of the paper automatically.
22	Power cord	Connects printer power supply to the power outlet in your home or office.
23	Power supply	Supplies power to the printer. **NOTE:** The power supply is removable. When the power supply is removed from the printer, but remains plugged into a power outlet, an LED lights up notifying you that power is still present on the
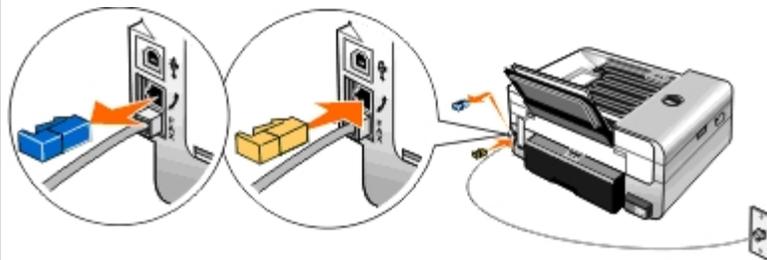
power supply.

NOTE: If the power is off when you unplug your printer, the power will be off when you plug it back in.

Understanding the Operator Panel

Number	Use the:		To:
1	Display		View scanning, copying, faxing, and printing options as well as status and error messages.
2	Back button		Return to the previous menu.
3	Left arrow button	❮	• Decrease a numeric value option. • Scroll through a list on the display.
4	Cancel button		• Cancel a scan, print, or copy job in progress. • Exit a menu without saving changes to the menu settings.
5	Select button	✔	• Access the currently displayed menu. • Select a menu option. • Initiate a paper feed or paper eject by holding the button for three seconds.
6	Right arrow button	❯	• Increase a numeric value option. • Scroll through a list on the display.
7	Start button		Initiate a copy, scan, or fax.
8	Pause button		Insert a three-second pause in the number to be dialed to wait for an outside line or get through an automated answering system. **NOTE:** Enter a pause only when you have already begun entering the number.
9	Keypad		Enter numerical data or text.
10	Power button		Turn your printer on or off. **NOTE:** Press the Power button for more than three seconds to turn the printer off. Pressing it for less than three seconds switches the printer to Power Saver mode. **NOTE:** Pressing the Power button does not turn off your printer if a PictBridge camera with an active session is inserted into the PictBridge port.
11	Error LED	!	Check if there is an error.

About Your Printer

Wireless Networking

- [Minimum Requirements for Setup](#)
- [Wireless Network Settings](#)
- [Wireless Encryption](#)
- [Installing and Setting Up the Dell Wireless Adapter 1000](#)
- [Configuring the Adapter Using the Wireless Setup Utility](#)

NOTE: The Dell™ Internal Wireless Adapter 1000 may not be available in all regions. Check with your local Dell Sales Representative to determine availability.

Minimum Requirements for Setup

- The Dell Internal Wireless Adapter 1000

- The Dell All-In-One Printer

- An existing wireless network

- The *Drivers and Utilities* CD that shipped with your printer

- A computer running one of the following operating systems:

  - Windows Vista™

  - Microsoft® Windows® XP

  - Microsoft Windows 2000

Wireless Network Settings

Some wireless network settings may be needed to configure the adapter that has been installed in the printer. Here are some of the settings that you may need:

- Network Name, also known as SSID (Service Set ID)

- BSS (Basic Service Set) Type (the type of wireless network you use—Ad-Hoc or Infrastructure)

- Wireless Channel Number

- Network Authentication and encryption type

- Security Key(s)

Wireless Encryption

The following security types are supported:

- No security

- WEP with either 64-bit or 128-bit key

- WPA with either 128-bit TKIP encryption engine, or 128-bit AES-CCMP encryption engine

A WPA (WiFi Protected Access) pre-shared key is like a password and must meet the following criteria:

- If you are using Hex characters, valid keys are 64 characters long.

- If you are using ASCII, valid keys are at least 8 characters long.

The wireless network may use anywhere from one to four WEP keys. A WEP key is like a password and must meet the following criteria:

- If you are using Hex characters, valid keys are either 10 or 26 characters long.

- If you are using ASCII, valid keys are either 5 or 13 characters long.

Installing and Setting Up the Dell Wireless Adapter 1000

Installing the Wireless Adapter

1. Turn off your printer, and then unplug the power cable from the wall outlet.
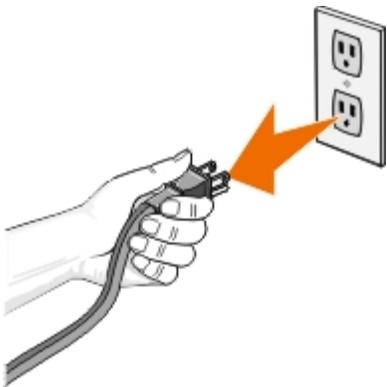
⚠️ **CAUTION: Failure to unplug the printer can cause damage to your printer and adapter.**

2. Remove the back cover.
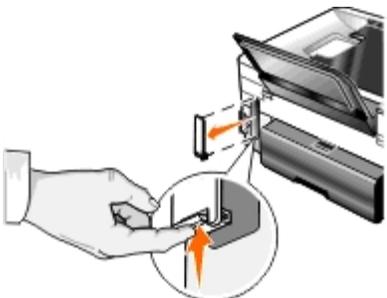
⚠️ **CAUTION: Wireless cards are easily damaged by static electricity. Touch a metal object before you touch the adapter.**

3. Remove the Dell Wireless Adapter 1000 from the packaging.

Callout	Item
1	Dell Wireless Adapter 1000
2	USB cable
3	MAC address label
4	*Dell Wireless Adapter 1000 Installation Guide*

4. Attach the MAC address label to the back of your printer.

5. Insert the adapter into the back of the printer until it *clicks* into place.
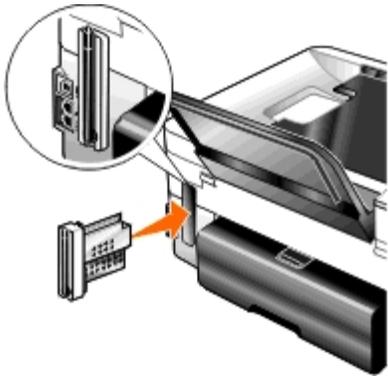
You are now ready to configure your adapter to work on your wireless network.

Configuring the Wireless Adapter

1. Plug the printer power cable into the wall outlet.

2. Press the **Power** button.

   The Wireless Adapter detected message appears on the operator panel for three seconds.

3. *If you are using your printer with a new Dell computer:* Go to step 8.

   If you are using your printer with an existing computer: Go to the next step.

4. Make sure your computer is on, and then insert the *Drivers and Utilities* CD.

5. Select **Using a wireless network**, and then click **Next**.

6. Select **I Agree with the terms of this license agreement**, and then click **Next**.

7. Read the Firewall Exception information, and then click **Next**.

8. Connect the USB cable between the port on the back of the printer and the port on the back of the computer.

9. On the **Configure Your Wireless Printer Adapter** dialog box, select **Create or modify the printer's wireless settings**, and then click **Next**.

   Follow the instructions on your screen. For more information about configuring your adapter to work on the network, see Configuring the Adapter Using the Wireless Setup Utility.

   ![note icon] **NOTE:** The network name (SSID) and the security settings for the wireless network you want to connect to may be needed to complete this setup wizard. For more information, see the wireless network administrator or your network documentation.

Connecting the Printer to Another Computer

![note icon] **NOTE:** To perform the following steps, the printer must already be connected to a computer or router through the wireless network.

1. Make sure your computer is on, and then insert the *Drivers and Utilities* CD.

2. Select **Using a wireless network**, and then click **Next**.

3. Select **I Agree with the terms of this license agreement**, and then click **Next**.

4. Read the Firewall Exceptions information, and then click **Next**.

5. On the **Configure Your Wireless Printer Adapter** dialog box, select **Keep the current wireless settings of the printer**, and then click **Next**.

6. Choose a port or manually enter an IP address, and then follow the instructions on your screen.

Configuring the Adapter Using the Wireless Setup Utility

Configuration Overview

Configuring the adapter using the Wireless Setup Utility involves connecting the printer in which the adapter has been installed to a computer by USB cable, and launching the *Drivers and Utilities* CD.

If you need to adjust the wireless adapter settings after installation, the CD is not required. Launch the Wireless Setup Utility.

In Windows Vista:

1. Click ![start icon] ® **Programs**.

2. Click **Dell Printers**.

3. Click **Dell AIO Printer 948**.

4. Click **Wireless Setup Utility**.

In Windows XP and Windows 2000:

1. Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Click **Wireless Setup Utility**.

The Wireless Setup Utility steps you through the configuration process. The wizard can automatically detect wireless network settings or allow you to manually enter the network configuration settings.

Before configuring the adapter, make sure your printer has been set up correctly:

- The adapter has been installed correctly in the printer.

- The ink cartridges are installed correctly.

- Paper has been loaded into the printer.

- The USB cable is attached to the printer and the computer.

- The printer is turned on and ready to be installed.

Using an Available Wireless Network Configuration

1. From the **Wireless Networks Found In Your Area** screen, select the appropriate **Network Name (SSID)** from the list, and then click **Next**.

2. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

   ![note icon] **NOTE:** Clicking **Next** prompts the setup utility to verify wireless communication with the printer. The verification process can take up to 120 seconds.

3. Verify that the adapter can communicate over the network. For more information, see <u>Verifying Network Communication</u>.

Entering a Different Wireless Network Configuration

1. From the **Wireless Networks Found In Your Area** screen, select **I want to enter a different configuration**, and then click **Next**.

2. *If the Network Name (SSID) you want to use is available*, select it from the list, and then click **Next**.

   If the Network Name (SSID) is not available

   a. Select **I want to enter a different network name**, and then click **Next**.

   b. Enter the **Network Name (SSID)**.

   c. Select the appropriate **Channel** from the drop-down list. (**Auto** is the default.)

d. Select your **Wireless Mode**.

- *For Infrastructure Mode,* select **Access an existing network through a wireless router (Infrastructure Mode) - Typical**, and then click **Next**.

  For additional setup instructions, see Manually Configuring the Adapter in Infrastructure Mode.

- *For Ad-Hoc Mode,* select **Access other computers directly without using a wireless router (Ad-Hoc Mode)**, and then click **Next**.

  For additional setup instructions, see Manually Configuring the Adapter in Ad-Hoc Mode.

3. Select the appropriate security method, and then click **Next**. If no security was detected, go to step 5.

4. Enter the appropriate security key(s) for the network, and then click **Next**.

5. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

   NOTE: Clicking **Next** prompts the setup utility to verify wireless communication with the printer. The verification process can take up to 120 seconds.

6. Verify that the adapter can communicate over the network. For more information, see Verifying Network Communication.

Manually Configuring the Adapter in Infrastructure Mode

To set up the adapter in Infrastructure Mode, the setup steps vary based on the security settings you select.

- *If you don't want any security*

  1. From the **Wireless Security Settings** screen, select **No Security**, and then click **Next**.

  2. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

  3. Verify that the adapter can communicate over the network. For more information, see Verifying Network Communication.

- *If you want to use Wired Equivalent Privacy (WEP) security*

  1. From the **Wireless Security Settings** screen, select **Wired Equivalent Privacy (WEP)**, and then click **Next**.

     The **WEP Security Information** screen opens.

  2. Enter the appropriate **Network Key**, and then click **Next**.

  3. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

  4. Verify that the adapter can communicate over the network. For more information, see Verifying Network Communication.

- *If you want to use Wi-Fi Protected Access (WPA) security*

  1. From the **Wireless Security Settings** screen, select **Wi-Fi Protected Access (WPA)** and then click **Next**.

     The **WPA Security Information** screen opens.

2. Enter the appropriate **WPA Network Key**, and then click **Next**.

3. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

4. Verify that the adapter can communicate over the network. For more information, see <u>Verifying Network Communication</u>.

- *If you only want to connect to access points that support WPA2 security*

    1. From the **Wireless Security Settings** screen, select **Wi-Fi Protected Access (WPA)**, and then click **Advanced WPA Settings**.

       The **Advanced WPA Options** dialog box opens.

    2. Select the **Use WPA2 authentication only** check box, and then click **OK**.

       You are returned to the **Wireless Security Settings** screen.

    3. Click **Next**.

    4. Enter the appropriate **WPA Network Key**, and then click **Next**.

    5. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

    6. Verify that the adapter can communicate over the network. For more information, see <u>Verifying Network Communication</u>.

Manually Configuring the Adapter in Ad-Hoc Mode

To set up the adapter in Ad-Hoc Mode, the setup steps vary based on the security settings you select. The security options are more limited in Ad-Hoc Mode than they are in Infrastructure Mode.

- *If you don't want any security*

    1. From the **Wireless Security Settings** screen, select **No Security**, and then click **Next**.

    2. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

    3. Verify that the adapter can communicate over the network. For more information, see <u>Verifying Network Communication</u>.

- *If you want to use Wired Equivalent Privacy (WEP) security*

    1. From the **Wireless Security Settings** screen, select **Wired Equivalent Privacy (WEP)**, and then click **Next**.

    2. Enter the appropriate **Network Key**.

    3. If you have additional network keys, select the **My network requires more than one network key** check box, and then enter the additional network keys.

    4. Click **Next**.

    5. On the **Apply and Verify Wireless Settings** screen, check each network attribute to make sure the settings are correct, and then click **Next** to apply the settings.

    6. Verify that the adapter can communicate over the network. For more information, see <u>Verifying Network</u>

[Communication](#).

Verifying Network Communication

You should verify that your adapter can communicate over the network before completing installation of the printer software.

- *If the adapter was successfully configured and is available on the network*, remove the USB cable, and click **Next** to continue with printer software installation.

- *If the adapter was not able to join the wireless network*, try one of the following suggestions:

  - Click **View Settings** to verify the settings are correct.

  - Select **I want to change the settings I entered**, and then click **Next**.

    Follow the instructions on your screen to update the wireless settings.

  - Select **I have moved my wireless printer closer to the wireless router. I would like to try connecting again**, and then click **Next**.

Understanding the Operator Panel Menus

- Copy Mode
- Scan Mode
- Fax Mode
- Photo Mode
- Office File Mode

- PictBridge Mode
- Bluetooth Mode
- Setup Mode
- Maintenance Mode

Copy Mode

Main Menu	Mode Main Menu
Copy	Color Copy
	Copies
	Quality
	Dark
	Paper Setup
	2-Sided Copies
	Zoom
	Original Size
	Original Type

To view or change the Copy Mode menu settings:

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to COPY.

2. Press the **Select** button ✔.

3. Use the left and right **Arrow** buttons ❮ ❯ until the heading you want appears on the display, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll through the available menu items.

5. When the setting you want appears on the display, press the **Select** button ✔ to save the setting.

From this menu item:	You can:
Copy Color	Select color or black and white for your copy. • Color* • Black

Copies	Specify the number of copies you want to make from 1–99.
Quality	Select the quality of the copy. • Automatic* • Draft • Normal • Photo
Dark	Press the **Select** button ✔, and then use the left and right **Arrow** buttons ‹ › to adjust the brightness setting.

Paper Setup	Select the size and type of the paper in the paper input tray.
	
	• Paper Size
	  ○ 8.5 x 11 inches*
	  ○ 8.5 x 14 inches
	  ○ A4
	  ○ B5
	  ○ A5
	  ○ A6
	  ○ L
	  ○ 2L
	  ○ Hagaki
	  ○ 3 x 5 inches
	  ○ 3.5x 5 inches
	  ○ 4 x 6 inches
	  ○ 4 x 8 inches
	  ○ 5 x 7 inches
	  ○ 10x15 cm
	  ○ 10x20 cm
	  ○ 13x18 cm
	• Paper Type
	  ○ Auto Detect*
	  ○ Plain
	  ○ Heavyweight matte
	  ○ Photo
	  ○ Transparency

2-Sided Copies	Select the type of copy you want. • 1-Sided Original, 1-Sided Copy* • 1-Sided Original, 2-Sided Copy • 2-Sided Original, 1-Sided Copy • 2-Sided Original, 2-Sided Copy
Zoom	Specify how much you want the copy to magnify the original document. • 50% • 100%* • 150% • 200% • Custom % • Fit to Page • 2x2 Poster • 3x3 Poster • 4x4 Poster
Original Size	Select the size of the original document you are copying. • Automatic* • 8.5 x 11 inches • 2.25 x 3.25 inches • 3 x 5 inches • 3.5 x 5 inches

	• 4 x 6 inches • 4 x 8 inches • 5 x 7 inches • 8 x 10 inches • L • 2L • Hagaki • A6 • A5 • B5 • A4 • 60x80 mm • 9x13 cm • 10x15 cm • 10x20 cm • 13x18 cm • 20x25 cm
Original Type	Select the type of the original document you are copying. • Text/Graphics* • Text Only • Photo
*Factory default setting/Current setting selected by user	

Scan Mode

The Scan Mode menu is only available if the printer is connected to a computer or a network adapter.

Main Menu	**Mode Main Menu**
Scan	Scan Color
	Scan To Computer
	Scan To Memory Device
	Quality
	Original Size

To view or change the Scan Mode menu settings:

1. From the main menu, use the left and right **Arrow** buttons ❰ ❱ to scroll to SCAN.

2. Press the **Select** button ✔.

3. Use the left and right **Arrow** buttons ❰ ❱ until the heading you want appears on the display, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ❰ ❱ to scroll through the available menu items.

5. When the setting you want appears on the display, press the **Select** button ✔ to save the setting.

From this menu	**You can:**

item:	
Scan Color	Select color or black and white for your copy. • Color* • Black
Scan To Computer	• *If your printer is connected locally:* Use the left and right **Arrow** buttons ❮ ❯ to select the application to which you want your scanned image or document to be sent. • *If your printer is connected to a network:* Use the left and right **Arrow** buttons ❮ ❯ to scroll through the available computers, and then press the **Select** button ✓ to access the list of applications available on that computer. **NOTE:** If the computer you are sending scanned images or documents to requires a PIN, you are prompted to enter the PIN before the scan is initiated. For more information about scanning across a network, see <u>Scanning a Document or Photo Across a Network</u>.
Scan To Memory Device	Automatically save the documents or images on the scanner glass or ADF to the inserted memory card or USB key.
Quality	Select the resolution for which you want your original document or image to be scanned. • Automatic* • 75 dpi • 150 dpi • 300 dpi • 600 dpi
Original Size	Select the size of the original document you want to scan. • Auto Detect* • 8.5 x 11 inches • 2.25 x 3.25 inches • 3 x 5 inches • 3.5 x 5 inches • 4 x 6 inches • 4 x 8 inches • 5 x 7 inches • 8 x 10 inches • L • 2L • Hagaki • A6 • A5 • B5 • A4 • 60x80 cm • 9x13 cm • 10x15 cm • 10x20 cm • 13x18 cm • 20x25 cm
*Factory default setting/Current setting selected by user	

Fax Mode

Main Menu	Mode Main Menu	Mode Submenu	Mode Submenu
Fax	Fax Color	Black and White*	
		Color	
	Phone Book	View	
		Add	
		Remove	
		Modify	
		Print	
	On Hook Dial		
	Delay Fax	Delay Until	
		View Pending	
	Quality	Standard	
		Fine	
		Superfine	
		Ultrafine	
	Dark		
	Fax Setup	Reports	Activity Report
			Confirmation
			Print Reports
		Ringing and Answering	Auto Answer
			Ringing Volume
			Answer Fax When
			Ring Pattern
			Fax Forward
			Caller ID Pattern
		Fax Printing	Paper Setup
			Fit Fax to Page
			Fax Footer
			2-Sided Fax Print
		Dialing and Sending	Your Fax Number
			Your Fax Name
			Dial Method
			Redial Time
			Redial Attempts
			Dial Prefix
			Dial Volume
			Scan
			Max Send Speed
			Auto Fax Convert
			Error Correction

		Fax Blocking	Turn On/Off
			Add
			Remove
			Modify
			Print
			Block No-ID

To view or change the Fax Mode menu settings:

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX.

2. Press the **Select** button ✔.

3. The display asks for a phone number. Press the **Select** button ✔.

4. Press the right **Arrow** button ❯ until the heading you want appears on the display, and then press the **Select** button ✔.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll through the available menu items.

6. When the setting you want appears on the display, press the **Select** button ✔ to save the setting or enter the submenu.

In order for faxing to function properly:

- The printer's FAX connector (⌐—lower connector) must be connected to an active telephone line. See Setting Up the Printer With External Devices for setup details.

    NOTE: You cannot fax with a DSL (digital subscriber line) or ISDN (integrated signature digital network) unless you purchase a digital line filter. Contact your Internet Service Provider for more details.

- If you are sending a fax from within an application, the printer must be connected to a computer with a USB cable.

From this menu item:	You can:
Fax Color	Specify your fax to be color or black and white. • Black and White* • Color
Phone Book	Specify the action which you want to perform in your Phone Book. • View • Add • Remove • Modify • Print For more information about your Phone Book, see Using Speed Dial.
On Hook Dial	Press the **Select** button ✔ if you want the printer to go off hook.
Delay Fax	Send a delayed fax or view faxes waiting to be sent. • Delay Until • View Pending

Quality	Specify the quality (resolution) of the fax being sent. • Standard* • Fine • Superfine • Ultrafine
Dark	Use the left and right **Arrow** buttons ❮ ❯ to specify the darkness setting. Default darkness setting is when the asterisk (*) is in the middle of the bar.
Fax Setup	Set various setup features for your printer's fax settings. • Reports • Ringing and Answering • Fax Printing • Dialing and Sending • Fax Blocking
*Factory default setting/Current setting selected by user	

Fax Setup Menu

The option you select from the Fax Setup heading controls the settings shown on the display.

1. From the **Fax Setup** menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to available options.

2. Press the **Select** button ✔.

Fax Setup Menu

From this menu item:	You can:
Reports	Specify the type of report you would like to set print settings for. • Activity Report • Confirmation • Print Reports For more information on any of the options listed under the Reports heading, see [Additional Fax Options]().
Ringing and Answering	Set various ringing and answering features for your printer's fax settings. • Auto Answer • Ringer Volume • Answer Fax When • Ring Pattern • Fax Forward • Call ID Pattern For more information on any of the options listed under the Ringing and Answering heading, see [Additional Fax Options]().
Fax Printing	Set the settings for how you want faxes to print. • Paper Setup • Fit Fax to Page • Fax Footer • 2-Sided Fax Print For more information on any of the options listed under the Fax Printing heading, see [Additional Fax Options]().
Dialing and Sending	Set various options controlling how your printer sends faxes.

	Your Fax Number—use the keypad to enter your fax number. This is the number used on the fax footer. • Your Fax Name—use the keypad to enter your fax name. This is the name used on the fax footer. • Dial Method • Redial Time • Redial Attempts • Dial Prefix • Dial Volume • Scan • Max Send Speed • Auto Fax Convert • Error Correction For more information on any of the options listed under the Dialing and Sending heading, see Additional Fax Options.
Fax Blocking	Add or remove numbers from which you want to block faxes. • Turn On/Off • Add • Remove • Modify • Print • Block No-ID For more information on any of the options listed under the Fax Blocking heading, see Additional Fax Options.

Additional Fax Options

1. Use the left and right **Arrow** buttons ◀ ▶ to scroll through the available options.

2. When the setting you want appears on the display, press the **Select** button ✔ to save the setting.

Additional Fax Options

From this menu item:	You can:
Activity Report	Specify when you want a fax activity report to be printed. • On Request* • After 40 Faxes
Confirmation	Specify how often you want to print a fax confirmation. • On Error* • Off • Print for All
Print Reports	Specify which report or log you want to print. • Activity Report • Send Log • Receive Log • Settings List
Auto Answer	Specify Auto Answer settings. • On* • Scheduled • Off
Ringer	Specify the volume of the ringer from the built-in speaker on the printer.

Volume	- Off - Low* - High
Answer Fax When	Specify how many rings you want to occur before the printer answers the fax if the printer is in Auto Answer mode. - After 1 Ring - After 2 Rings - After 3 Rings* - After 5 Rings **NOTE:** In order to use fax blocking, you must have two or more rings selected.
Ring Pattern	Specify a type of ring for which the printer will only answer incoming calls with that ring. If Any is selected, the printer answers all incoming calls. - Single* - Double - Triple - Any
Fax Forward	Specify if you want your incoming faxes to be forwarded to another fax number. - Off* - Forward - Print & Forward
Caller ID Pattern	Specify the Caller ID pattern you want to use. - Pattern 1* - Pattern 2 - Pattern n **NOTE:** The number of patterns shown is based on the country selection.
Paper Setup	Select the size and type of the paper in the paper input tray. - Paper Size 8.5 x 11 inches* 8.5 x 14 inches - A4 - B5 - A5 - A6 - L 2L - Hagaki 3 x 5 inches 3.5x 5 inches 4 x 6 inches 4 x 8 inches 5 x 7 inches 10x15 cm 10x20 cm 13x18 cm - Paper Type - Auto Detect* - Plain - Heavyweight matte - Photo - Transparency
Fit Fax to Page	Specify if you want oversized faxes to be scaled to fit on the paper in the paper input tray.

	• Fit to Page* • Use Two Pages
Fax Footer	Specify if you want to insert the Time/Date/Page Number/System Identification footer at the bottom of each fax received. • On* • Off
2-Sided Fax Print	Specify how you want to print your fax. • 2-Sided • 1-Sided
Dial Method	Specify the printer dialing method. • Touch-Tone* • Pulse • Behind PBX
Redial Time	Specify the amount of time the printer should wait before attempting to send a non-successful fax again. • 1 Minute • 2 Minutes* • 3 Minutes • 4 Minutes • 5 Minutes • 6 Minutes • 7 Minutes • 8 Minutes
Redial Attempts	Specify the number of times the printer should attempt to re-send a non-successful fax. • 0 Time • 1 Time • 2 Times • 3 Times* • 4 Times • 5 Times
Dial Prefix	Specify a number up to eight digits that will be added to the beginning of each number dialed. **NOTE:** A pause is automatically inserted after the prefix when dialing occurs. If no prefix is set: • None* • Create If a prefix is set: • Current prefix is displayed • None
Dial Volume	Specify the dial volume. • Off • Low* • High
Scan	Specify if you want the original document to be scanned into memory before or after dialing the fax number. • Before Dial* • After Dial

Max Send Speed	Specify the maximum speed at which a fax is sent. • 2400 • 4800 • 7200 • 9600 • 12000 • 14400 • 16800 • 19200 • 21600 • 24000 • 26400 • 28800 • 31200 • 33600*
Auto Fax Convert	Turn Auto Fax Convert on or off. If you are faxing a high-resolution document to a fax machine that prints at a lower resolution, the printer automatically converts the resolution to match that of the receiving fax machine. • On* • Off
Error Correction	Specify if you want error correction enabled or not. • On* • Off
Turn On/Off	Turn fax blocking on or off. • On • Off*
Block No-ID	Turn fax blocking for faxes without caller ID on or off. • On • Off*
*Factory default settings/Current setting selected by user	

Photo Mode

Photo Mode is only available when a memory card is inserted into the printer, or if a USB key or a PictBridge-enabled digital camera is connected to the PictBridge port.

Main Menu	Mode Main Menu
Photo	Select Computer
	Proof Sheet
	Print DPOF
	Photo Color
	Auto Enhance
	Save Photos
	Print Images

	Photo Size
	Paper Setup
	Quality

To view or change the Photo Mode menu settings:

1. Insert a memory card into the card slots or a USB key into the PictBridge port.

   NOTICE: Do not remove the memory card or USB key, or touch the printer near the area of the memory card or USB key while actively reading, writing, or printing from these devices. Data corruption can occur.

2. If the memory card or USB key contains photo files only, the display automatically changes to PHOTO. Use the left and right **Arrow** buttons ‹ › until the heading you want appears on the display, and then press the **Select** button.

   If the memory card or USB key contains both documents and photos, the printer asks which files to print. Use the left and right **Arrow** buttons ‹ › to scroll to Photos, and then press the **Select** button ✓.

3. Use the left and right **Arrow** buttons ‹ › to scroll through the available menu items.

4. When the setting you want appears on the display, press the **Select** button ✓ to save the setting.

From this menu item:	You can:
Select Computer	Choose a computer to send photos to. Available only when the printer is attached to a network, and has received a list of computers that support network media connection.
Proof Sheet	Use the proof sheet to control the printing of your photos. • From the Print Proof Sheet submenu, use the **Arrow** buttons ‹ › to choose from the following settings: 　○ All 　○ Last 25 　○ Date Range • From the Scan Proof Sheet submenu, press the **Start** button ▶ to begin scanning the proof sheet. For more information, see Printing Photos Using a Proof Sheet.
Print DPOF **NOTE:** This menu item is only available when a memory card with Digital Print Order Format (DPOF) images is inserted into the printer or when a PictBridge-enabled digital camera with DPOF images is connected to the PictBridge port.	Press the **Start** button ▶ to print all DPOF images on a memory card. For more information, see Printing Photos From a PictBridge-Enabled Camera.
Photo Color	Specify the color of your photos. • Color* • Black & White • Sepia
Auto Enhance	Automatically enhance the quality of your photos. • Off* • On
Save Photos	Press the **Start** button to launch the Memory

	Card Manager on your computer.
Print Images	Press the **Select** button to print all images stored on a memory card, USB key, or a PictBridge-enabled digital camera.
Photo Size	Specify the size of the photo. • 4 x 6 inches* • 5 x 7 inches • 8 x 10 inches • L • 2L • 6x8 cm • 10x15 cm • 13x18 cm • 8.5 x 11 inches • A4 • A5 • B5 • A6 • Hagaki • Wallet • 3.5 x 5 inches

Paper Setup	Specify the size and type of the paper in the paper input tray.
	
	• Paper Size
	  ○ 8.5 x 11 inches*
	  ○ 8.5 x 14 inches
	  ○ 4 x 6 inches
	  ○ A4
	  ○ B5
	  ○ A5
	  ○ A6
	  ○ L
	  ○ 2L
	  ○ Hagaki
	  ○ 3 x 5 inches
	  ○ 3.5 x 5 inches
	  ○ 4 x 6 inches
	  ○ 4 x 8 inches
	  ○ 5 x 7 inches
	  ○ 10x15 cm
	  ○ 10x20 cm
	  ○ 13x18 cm
	• Paper Type
	  ○ Auto Detect*
	  ○ Plain
	  ○ Heavyweight matte
	  ○ Photo
	  ○ Transparency

Quality	Set the quality of your photos. • Automatic* • Draft • Normal • Photo
* Factory default setting/Current setting selected by user	

Office File Mode

Office File mode is only available when a memory card or USB key containing documents is inserted into the printer.

The printer recognizes files that have the following file extensions:

- .doc (Microsoft® Word)

- .xls (Microsoft Excel)

- .ppt (Microsoft PowerPoint®)

- .pdf (Adobe® Portable Document Format)

- .rtf (Rich Text Format)

- .docx (Microsoft Word Open Document Format)

- .xlsx (Microsoft Excel Open Document Format)

- .pptx (Microsoft PowerPoint Open Document Format)

- .wps (Microsoft Works)

- .wpd (Word Perfect)

NOTE: To use the **Office File Mode** menus, you must connect the printer to the computer using a USB cable, and install the appropriate printer software on your computer.

To view or change the **Office File Mode** menu settings:

1. Make sure the printer is connected to your computer, and is turned on.

2. Insert a memory card into the card slots or a USB key into the PictBridge port.

NOTICE: Do not remove the memory card or USB key, or touch the printer near the area of the memory card or USB key while actively reading, writing, or printing from these devices. Data corruption can occur.

3. If the memory card or USB key contains documents only, the display automatically changes to OFFICE FILE. Use the left and right **Arrow** buttons ❬ ❭ to scroll through the files, and then press the **Select** button ✔ to print.

   If the memory card or USB key contains both documents and photos, the display asks which files to print. Use the left and right **Arrow** buttons ❬ ❭ to scroll to Documents, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ❬ ❭ until the heading you want appears on the display, and then press the **Select** button ✔.

From this menu item:	You can:
OFFICE FILE	Use the left and right **Arrow** buttons ❬ ❭ to scroll through the folders and Office files stored on your USB key or memory card. Press the **Select** button ✔ to access the contents of the folders or to choose the file that you want to print.

PictBridge Mode

Your printer automatically switches to PictBridge mode when you connect a PictBridge-enabled camera. You can print pictures using the controls of the camera. For more information, see Printing Photos From a PictBridge-Enabled Camera.

Main Menu	Mode Main Menu
PictBridge	Paper Size
	Photo Size
	Layout
	Quality
	Paper Type

1. When your printer changes to PictBridge mode, use the left and right **Arrow** buttons ‹ › until the heading you want appears on the display, and then press the **Select** button ✓.

2. Use the left and right **Arrow** buttons ‹ › to scroll through the available menu items.

3. When the setting you want appears on the display, press the **Select** button ✓ to save the setting.

From this menu item:	You can:
Paper Size	Select the size of the paper in the paper input tray. • 8.5 x 11 inches • 8.5 x 14 inches • 4 x 6 inches • A4 • B5 • A5 • A6 • L • 2L • Hagaki • 3 x 5 inches • 3.5 x 5 inches • 4 x 6 inches • 4 x 8 inches • 5 x 7 inches • 10x15 cm • 10x20 cm • 13x18 cm
Photo Size	Select the size of photos you want to print. • 2.25 x 3.25 inches • 3.5 x 5 inches • 4 x 6 inches* • 5 x 7 inches • 8 x 10 inches • 8 x 11 inches • L • 2L • Hagaki • A6 • A5 • B5

	- A4 - 60 x 80 mm - 9 x 13 cm - 10 x 15 cm - 13 x 18 cm - 20 x 25 cm
Layout	Specify the layout of photos on the printed page. - Automatic* - Borderless - 1 Per Page - 2 Per Page - 3 Per Page - 4 Per Page - 6 Per Page - 8 Per Page - 16 Per Page - 1 Centered
Quality	Specify the print quality (resolution) of the photos. - Automatic* - Draft - Normal - Photo
Paper Type	Specify the type of paper in the paper input tray. - Auto Detect* - Plain - Heavyweight matte - Photo - Transparency
* Factory default setting/Current setting selected by user	

Bluetooth Mode

Your printer automatically switches to Bluetooth mode when you insert a Bluetooth™ adapter (sold separately) into the PictBridge port.

Main Menu	Mode Main Menu
Bluetooth	Enable
	Discovery
	Printer Name
	Security Level
	Pass Key
	Clear Device List

1. Use the left and right **Arrow** buttons ‹ › until the heading you want appears on the display, and then press the **Select** button ✓.

2. Use the left and right **Arrow** buttons to scroll through the available menu items.

〈 〉

3. When the setting you want appears on the display, press the **Select** button 🗹 to save the setting.

From this menu item:	You can:
Enable	Enable the printer to accept Bluetooth connections and allow the USB Bluetooth adapter to communicate with other Bluetooth-enabled devices. • Off • On*
Discovery	Allow other Bluetooth-enabled devices to detect the USB Bluetooth adapter attached to your printer. • Off • On*
Printer Name	View the name of your printer with the service tag number. **NOTE:** The name appears on the printer list of devices that connect to your computer using the *Bluetooth* wireless specification.
Security Level	Set the security settings of your Bluetooth connection. • High • Low*
Pass Key	Specify a pass key. Any external Bluetooth-enabled device needs to enter this pass key before it sends a print job. **NOTE:** You only need to specify a pass key if the Security Level is set to High.
Clear Device List	Remove the names of devices listed. Press the **Select** button 🗹 to clear the Device List. A confirmation message displays before the list is cleared. **NOTE:** This submenu is available only if the Security Level is set to High. **NOTE:** Your printer stores a maximum of eight external Bluetooth-enabled devices. When the printer detects more than eight devices , the least recently used device is removed from the list.
*Factory default settings/Current settings selected by user	

Setup Mode

Main Menu	Mode Main Menu	Mode Submenu	Mode Submenu
Setup	Paper Setup	Paper Size	
		Paper Type	
	Device Setup	Language	
		Country	
		Date/Time	
		Host Fax Settings	
		Button Beep	
		Power Save	
		Clear Settings Timeout	

	Defaults	Photo Print Size	
		Set Defaults	
	Network Setup	Print Setup Page	
		Wireless Setup	Network Name
			Wireless Signal Quality
			Reset Network Adapter to Factory Defaults
		TCP/IP Menu	Enable DHCP
			Set IP Address/View IP Address
			Set IP Netmask/View IP Netmask
			Set IP Gateway/View IP Gateway
		Network Time	

To access the Setup mode menu:

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to SETUP, and then press the **Select** button ✔.

2. Use the left and right **Arrow** buttons ❮ ❯ until the heading you want appears on the display, and then press the **Select** button ✔.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to the available menu items, and then press the **Select** button ✔ to save your settings.

Setup Mode Menu

From this menu:	You can:

Paper Setup	Select the size and type of the paper in the paper input tray.
	
	• Paper Size
	  ○ 8.5 x 11 inches*
	  ○ 8.5 x 14 inches
	  ○ A4
	  ○ B5
	  ○ A5
	  ○ A6
	  ○ L
	  ○ 2L
	  ○ Hagaki
	  ○ 3 x 5 inches
	  ○ 3.5 x 5 inches
	  ○ 4 x 6 inches
	  ○ 4 x 8 inches
	  ○ 5 x 7 inches
	  ○ 10x15 cm
	  ○ 10x20 cm
	  ○ 13x18 cm
	• Paper Type
	  ○ Auto Detect*
	  ○ Plain
	  ○ Heavyweight matte
	  ○ Photo
	  ○ Transparency

Device Setup	Select the operator panel setting you want to reconfigure. • Language

	• Country • Date/Time • Host Fax Settings • Button Beep • Power Save • Clear Settings Timeout For more information, see <u>Device Setup Options</u>.
Defaults	Change the default settings from the factory to settings you specify. • Photo Print Size • Set Defaults For more information, see <u>Defaults Options</u>.
Network Setup	Specify your network settings. • Print Setup Page • Wireless Setup • TCP/IP Menu • Network Time For more information, see <u>Network Setup Options</u>.
*Factory default setting/Current setting selected by user	

Device Setup Options

You can reconfigure your operator panel settings by selecting `Device Setup` from the Setup menu.

Device Setup Menu

From this menu:	You can:
Language	Specify your language options.
Country	Specify your country options.
Date/Time	Enter your current date and time.
Host Fax Settings	Specify if you want to allow the printer fax settings to be reconfigured from the Printer Setup Utility software. • Allow* • Block
Button Beep	Specify if you want to hear a beep when you press buttons on the operator panel. • On* • Off
Power Save	Specify how much time you want to elapse before the printer switches to Power Save mode. • Never • After 60 Min* • After 30 Min • After 10 Min • Now
Clear Settings Timeout	Select how much time you want to elapse before the settings list is reset to the defaults. • 2 Minutes* • Never
*Factory default setting/Current setting selected by user	

Defaults Options

You can specify your operator panel default settings by selecting `Defaults` from the Setup menu.

Defaults Menu

From this menu:	You can:
Photo Print Size	Specify the size of your photo.
Set Defaults	Specify which settings to use for your printer. • Use Current • Use Factory

Network Setup Options

You can configure your network setup options by selecting `Network Setup` from the Setup menu.

Network Setup Menu

From this menu:	You can:
Print Setup Page	Print a list of wireless network settings.
Wireless Setup	View your wireless setup options. • Network Name • Wireless Signal Quality

TCP/IP Menu	Configure TCP/IP setup options.
	
	• Enable DHCP
	• *If DHCP is disabled, these items appear on the display:*
	  ○ Set IP Address
	  ○ Set IP Netmask
	  ○ Set IP Gateway
	• *If DHCP is enabled, these items appear on the display:*
	  ○ View IP Address
	  ○ View IP Netmask
	  ○ View IP Gateway

Network Time	Allow your printer to update its internal clock according to the time server of your network. • Enable • Disable
Reset Network Adapter to Factory Defaults	Clear all wireless network settings.

Wireless Setup Menu

From this menu:	You can:
Network Name	View the current SSID being used. **NOTE:** You cannot change the value of Network Name.
Wireless Signal Quality	View the current wireless signal strength.

TCP/IP Menu

From this menu:	You can:

Enable DHCP	Enable DHCP on your printer. • Yes* • No **NOTE:** You cannot change or set an IP Address, IP Netmask, and IP Gateway if DHCP is enabled.
Set IP Address	Use the keypad to enter an IP address. Press the **Select** button ✅ to save your settings. **NOTE:** The IP address cannot be changed if DHCP is enabled. View IP Address appears on the display instead.
Set IP Netmask	Use the keypad to enter an IP address. Press the **Select** button ✅ to save the settings. **NOTE:** The IP netmask cannot be changed if DHCP is enabled. View IP Netmask appears on the display instead.
Set IP Gateway	Use the keypad to enter an IP address. Press the **Select** button ✅ to save the settings. **NOTE:** The IP gateway cannot be changed if DHCP is enabled. View IP Gateway appears on the display instead.
*Factory default setting/Current setting selected by user	

Maintenance Mode

Main Menu	Mode Main Menu
Maintenance	Ink Levels
	Clean Cartridges
	Align Cartridges
	Print Test Page

To view or change the Maintenance Mode menu settings:

1. From the main menu, use the left and right **Arrow** buttons ‹ › to scroll to MAINTENANCE.

2. Press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ‹ › until the heading you want appears on the display, and then press the **Select** button ✅.

From this menu:	You can:
Ink Levels	Press the **Select** button ✅ to view the level of ink in both cartridges.
Clean Cartridges	Press the **Select** button ✅ to clean the ink cartridges. A cleaning page prints. You may discard the page when printing is complete.
Align Cartridges	Press the **Select** ✅ button to align the ink cartridges. An alignment page prints. You may discard the page when printing is complete.
Print Test Page	Press the **Select** ✅ button to print a test page. You may discard the page when printing is complete.

Peer-to-Peer Networking

- [Sharing the Printer on the Network](#)
- [Adding the Shared Printer on Other Network Computers](#)

Even without the Dell™ Internal Wireless Adapter 1000, your printer can still be shared with other users on the network. Connect the printer directly to a computer (the host computer) using the USB cable and enable it to be shared across the network through peer-to-peer sharing. Sharing the printer using your computer may slow down the speed of your computer.

To share the printer:

1. Assign a "share name" to the printer. For more information, see [Sharing the Printer on the Network](#).

2. Set up the network computers that you want to connect and use the shared printer. For more information, see [Adding the Shared Printer on Other Network Computers](#)

Sharing the Printer on the Network

On the host computer or network computer where the printer is directly connected by USB cable, share the printer.

In Windows Vista™:

1. Click ⊕® **Control Panel**.

2. Click **Hardware and Sound**.

3. Click **Printers**.

4. Right-click your printer icon, and then select **Sharing**.

5. Click **Change sharing options**.

6. Click **Continue**.

7. Click **Share this printer**, and assign a name to your printer.

8. Click **OK**.

In Windows® XP and Windows 2000:

1. *In Windows XP*, click **Start**® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the printer icon, and then select **Sharing**.

3. Click **Share this printer**, and assign a name to your printer.

4. Click **OK**.

Adding the Shared Printer on Other Network Computers

To share the printer with other computers on the network, perform the following steps on the client computers:

In Windows Vista:

1. Click ⊛® **Control Panel**.

2. Click **Hardware and Sound**.

3. Click **Printers**.

4. Click **Add a printer**.

5. Click **Add a network, wireless or Bluetooth printer**.

6. To manually connect to the shared printer, click **The printer I want isn't listed**.

7. From the **Find a printer by name or TCP/IP address** dialog box, click **Select a shared printer by name**, and then type the printer share name.

   To view the name of the computer that you want to share the printer with, go to the host computer.

   a. Click ⊛® **Control Panel**.

   b. Click **System and Maintenance**.

   c. Click **System**.

8. Click **Next**.

9. Follow instructions on the computer screen to complete the installation.

In Windows XP and Windows 2000:

1. *In Windows XP*, click **Start**® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Click **Add a printer**.

3. From the **Add Printer Wizard** dialog box, click **Next**.

4. From the **Local or Network Printer** dialog box, click **A network printer, or a printer attached to another computer**.

5. Click **Next**.

6. From the **Specify a Printer** dialog box, click **Connect to this printer**, and enter the printer share name.

   To view the name of the computer that you want to share the printer with, go to the host computer.

   a. *In Windows XP*, click **Start**® **Settings**® **Control Panel**® **Performance and Maintenance**® **System**.

      In Windows 2000, click **Start**® **Settings**® **System**.

   b. From the **System Properties** dialog box, click the **Computer Name** tab.

7. Click **Next**.

8. Follow the instructions on the computer screen to complete the installation.

Loading Paper and Originals

● Loading Paper

● Understanding the Automatic Paper Type Sensor

● Loading Original Documents

Loading Paper

1. Fan the paper.

2. Center the paper on the paper support.

3. Adjust the paper guides so they rest against the edges of the paper.

> **NOTE:** Do not pull on both paper guides simultaneously. When one paper guide is moved, the other adjusts accordingly.

> **NOTE:** Do not force paper into the printer. The paper should be flat against the paper support surface, and the edges should be flushed against both paper guides.

Print Media Guidelines

Load up to:	Make sure that:
100 sheets of plain paper	• The paper guides rest against the edges of the paper. • You load letterhead paper with the print side facing up and the top of the letterhead going into the printer first.
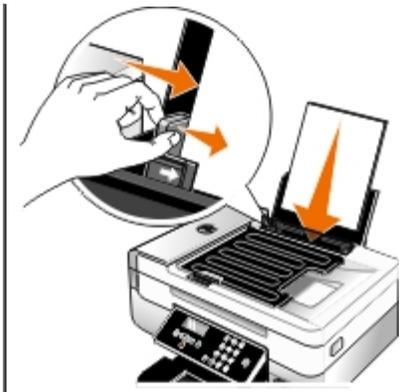
100 sheets of heavyweight matte paper	- The print side of the paper faces up. - The paper guides rest against the edges of the paper. - You select **Automatic**, **Normal**, or **Photo** print quality.
20 sheets of banner paper	- You remove all paper from the paper support before inserting banner paper. - You use banner paper designed for inkjet printers. - You place a stack of banner paper on or behind the printer, and feed in the first sheet. - The paper guides rest against the edges of the paper. - You select **A4 Banner** or **Letter Banner** paper size.
10 envelopes	- The print side of the envelopes faces up. - The paper guides rest against the edges of the envelopes. - You print the envelopes with **Landscape** orientation. **NOTE:** If you are mailing within Japan, the envelope can be printed in Portrait orientation with the stamp in the lower right corner or in Landscape orientation with the stamp in the lower left corner. If you are mailing internationally, print in Landscape orientation with the stamp in the upper left corner. - You select the correct envelope size. Select the next biggest size if the exact envelope size is not listed, and set the left and right margins so your envelope is correctly positioned.
25 sheets of labels	- The print side of the label faces up. - The paper guides rest against the edges of the paper. - You select **Automatic**, **Normal**, or **Photo** print quality.
25 greeting cards, index cards, postcards, or photo cards	- The print side of the cards faces up. - The paper guides rest against the edges of the cards. - You select **Automatic**, **Normal**, or **Photo** print quality.

25 sheets of photo/glossy paper	- The print side of the paper faces up. - The paper guides rest against the edges of the paper. - You select **Automatic**, **Normal**, or **Photo** print quality.
10 iron-on transfers	- You follow the loading instructions on the iron-on transfer packaging. - The print side of the transfer faces up. - The paper guides rest against the edges of the transfer. - You select **Automatic**, **Normal**, or **Photo** print quality.
50 transparencies	- The rough side of the transparencies faces up. - The paper guides rest against the edges of the transparencies.

Understanding the Automatic Paper Type Sensor

Your printer has an automatic paper type sensor that detects the following paper types:

- Plain/heavyweight matte

- Transparency

- Photo/glossy

If you load one of these paper types, the printer detects the paper type and automatically adjusts the Quality/Speed settings.

Paper type	Quality/Speed settings	
	Black and Color Cartridges Installed	**Photo and Color Cartridges Installed**
Plain/heavyweight matte	Normal	Photo
Transparency	Normal	Photo
Photo/glossy	Photo	Photo

NOTE: Your printer cannot detect paper size.

To choose paper size:

1. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

2. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

The **Printing Preferences** dialog box opens.

3. On the **Print Setup** tab, select the paper size.

4. Click **OK**.

The automatic paper type sensor is always on, unless you turn it off. To turn off the automatic paper type sensor for a specific print job:

1. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

2. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

3. On the **Print Setup** tab, select the paper type.

4. Click **OK**.

To turn off the automatic paper type sensor for all print jobs:

1. *In Windows Vista™:*

   a. Click ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows® XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the printer icon.

3. Click **Printing Preferences**.

4. On the **Print Setup** tab, select the paper type.

5. Click **OK**.

Loading Original Documents

Into the Automatic Document Feeder

You can load up to 25 sheets of an original document into the Automatic Document Feeder (ADF) for scanning, copying, and faxing. The ADF is recommended for loading multiple-page documents.

1. Load an original document text side up into the ADF.

> ![note icon] **NOTE:** Do not load postcards, photos, small items, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

2. Adjust the paper guide on the ADF against the edges of the paper.

ADF Paper Capacity

Load up to	Make sure:
25 sheets of letter size paper	- The document is loaded text side up. - The paper guide rests against the edge of the paper.
25 sheets of legal size paper	- The document is loaded text side up. - The paper guide rests against the edge of the paper.
25 sheets of A4 size paper	- The document is loaded text side up. - The paper guide rests against the edge of the paper.
25 sheets of two-, three-, or four-hole pre-punched media	- The paper fits within these dimensions: Width: 8.27 – 8.5 inches (210.0 – 215.9 mm) Length: 11.0 – 14.0 inches (279.4 – 355.6 mm) - The document is loaded text side up. - The paper guide rests against the edge of the paper.
25 sheets of edge-reinforced three-hole copier media	- The paper fits within these dimensions: Width: 8.27 – 8.5 inches (210.0 – 215.9 mm) Length: 11.0 – 14.0 inches (279.4 – 355.6 mm) - The document is loaded text side up. - The paper guide rests against the edge of the paper.
25 sheets of preprinted forms and letterhead media	- The paper fits within these dimensions: Width: 8.27 – 8.5 inches (210.0 – 215.9 mm) Length: 11.0 – 14.0 inches (279.4 – 355.6 mm) - The document is loaded text side up. - The paper guide rests against the edge of the paper. - You allow the preprinted media to dry thoroughly before use in the ADF. - You do *not* use media printed with metallic ink particles in the ADF. - You avoid embossed designs.
25 sheets of custom size paper	- The paper fits within these dimensions: Width: 8.27 – 8.5 inches (210.0 – 215.9 mm) Length: 11.0 – 14.0 inches (279.4 – 355.6 mm) - The document is loaded text side up. - The paper guide rests against the edge of the paper.

On the Scanner Glass

1. Open the top cover.

2. Place the document face down on the scanner glass.

   📝 **NOTE:** Make sure the upper left corner of the front of the item aligns with the arrow on the printer.
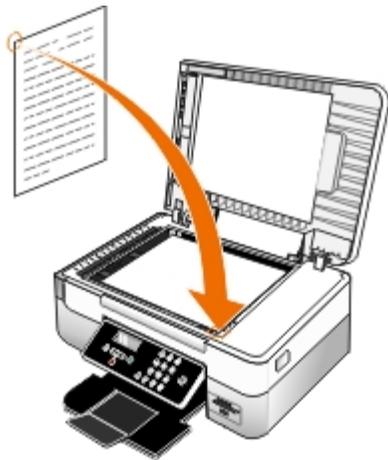
3. Close the top cover.
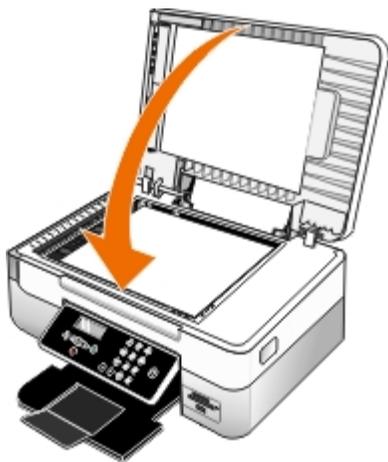
Maintenance

- [Replacing Ink Cartridges](#)
- [Aligning Ink Cartridges](#)
- [Cleaning the Ink Cartridge Nozzles](#)
- [Cleaning the Exterior of the Printer](#)
- [Changing the Default Operator Panel Settings](#)
- [Restoring Factory Default Settings](#)
- [Restoring Language to Factory Default](#)

⚠ **CAUTION: Before performing any of the procedures listed in this section, read and follow the safety information in your *Owner's Manual*.**

Dell™ ink cartridges are available only through Dell. You can order more ink online at www.dell.com/supplies or by phone.

⚠ **CAUTION: Dell recommends Dell ink cartridges for your printer. Dell does not provide warranty coverage for problems caused by using accessories, parts, or components not supplied by Dell.**

Replacing Ink Cartridges

1. Turn on your printer.

2. Lift the printer unit.

   The ink cartridge carrier moves and stops at the loading position unless the printer is busy.

3. Press down on the ink cartridge lever to raise each ink cartridge lid.
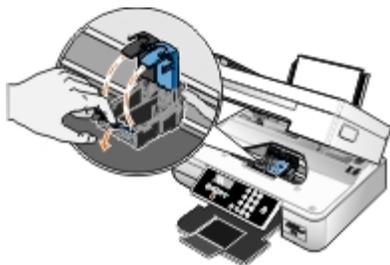
4. Remove the old ink cartridges.
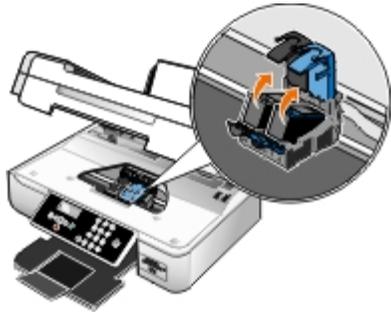
5. Store the cartridges in an air-tight container, such as the storage unit you received with your photo cartridge, or dispose of them properly.

6. If you are installing new ink cartridges, remove the sticker and transparent tape from the back and bottom of each ink cartridge.

   ✎ **NOTE:** Do not touch the gold contact area on the back or the metal nozzles on the bottom of the ink cartridges.

   ✎ **NOTE:** The following illustration shows a black cartridge and a color cartridge (used for normal printing). For photo printing, use a photo cartridge and a color cartridge.
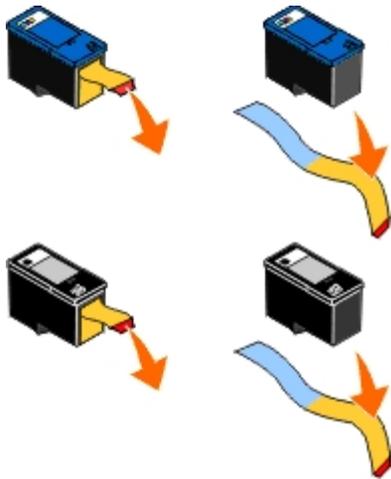
7. Insert the new ink cartridges. Make sure the black or photo ink cartridge is secure in the left ink cartridge carrier, and the color ink cartridge is secure in the right ink cartridge carrier.
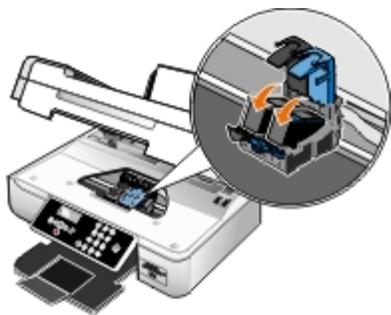
8. *Snap* each lid closed.
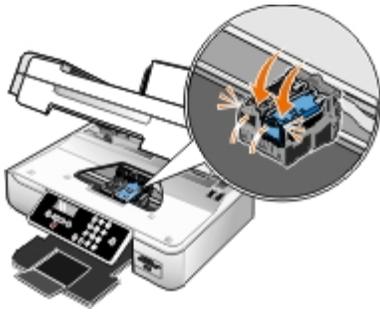
9. Lower the printer unit until it is completely closed.

Aligning Ink Cartridges

Your printer automatically prompts you to align the ink cartridges when they are installed or replaced. You may also need to align ink cartridges when characters are not properly formed or are not aligned at the left margin, or when vertical or straight lines appear wavy.

To align the ink cartridges from the operator panel:

1. Load plain paper. For more information, see Loading Paper.

2. Use the left and right **Arrow** buttons ⟨ ⟩ to scroll to MAINTENANCE, and then press the **Select** button ✔.

3. Use the left and right **Arrow** buttons ⟨ ⟩ to scroll to Align Cartridges, and then press the **Select** button ✔.

   An alignment page prints. The ink cartridges align when the page prints. You may discard the alignment page when the alignment is complete.

To align the ink cartridges from the printer software:

1. Load plain paper.

2. *In Windows Vista™:*

   a. Click ⊕ ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows® XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

3. Right-click the **Dell 948** icon.

4. Click **Printing Preferences**.

   The **Printing Preferences** dialog box opens.

5. Click the **Maintenance** tab.

6. Click **Align Ink Cartridges**.

7. Click **Print**.

   An alignment page prints. The ink cartridges align when the page prints. You may discard the alignment page when the alignment is complete.

Cleaning the Ink Cartridge Nozzles

You may need to clean the nozzles when:

- White lines appear in graphics or solid black areas.

- Print appears smudged or too dark.

- Colors fade, do not print, or do not print correctly.

- Vertical lines appear jagged, or edges appear rough.

To clean the nozzles from the operator panel:

1. Load plain paper. For more information, see [Loading Paper](#).

2. Use the left and right **Arrow** buttons ‹ › to scroll to MAINTENANCE, and then press the **Select** button ✓.

3. Use the left and right **Arrow** buttons ‹ › to scroll to Clean Cartridges, and then press the **Select** button ✓.

To clean the nozzles from the printer software:

1. Load plain paper.

2. *In Windows Vista:*

   a. Click ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

3. Right-click the **Dell 948** icon.

4. Click **Printing Preferences**.

   The **Printing Preferences** dialog box opens.

5. Click the **Maintenance** tab.

6. Click **Clean Ink Cartridges**.

   The cleaning page prints.

7. If the print quality has not improved, click **Clean Again**.

8. Print your document again to verify the improved print quality.

If you are still not satisfied with the print quality, wipe the nozzles with a clean, dry cloth, and then print your document again.

Cleaning the Exterior of the Printer

1. Make sure that the printer is turned off and unplugged from the wall outlet.

⚠️ **CAUTION: To avoid the risk of electric shock, unplug the power cord from the wall outlet and disconnect all cables to the printer before proceeding.**

2. Remove paper from the paper support and paper exit tray.

3. Dampen a clean, lint-free cloth with water.

🚫 **NOTICE:** Do not use household cleaners or detergents, as they may damage the finish of the printer.

4. Wipe only the outside of the printer, making sure to remove any ink residue that has accumulated on the paper exit tray.

🚫 **NOTICE:** Using a damp cloth to clean the interior may cause damage to your printer. Damage to the printer caused by not following the correct instructions for cleaning will not be covered under warranty.

5. Make sure the paper support and paper exit tray are dry before beginning a new print job.

Changing the Default Operator Panel Settings

To change the default settings on the operator panel:

1. Turn on the printer.

2. Change the operator panel settings.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to SETUP, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Defaults, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Set Defaults, and then press the **Select** button ✅.

6. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Use Current, and then press the **Select** button ✅.

   The current settings on the operator panel are saved as the new default settings.

Restoring Factory Default Settings

Menu settings marked with an asterisk (*) indicate the active settings. You can restore the original printer settings, often referred to as the *factory default settings.*

1. Make sure the printer is on.

2. From the operator panel, use the left and right **Arrow** buttons ❮ ❯ to scroll to SETUP, and then press the **Select** button ✅ .

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Defaults, and then press the **Select** button ✅ .

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Set Defaults, and then press the **Select** button ✅ .

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Use Factory, and then press the **Select** button ✅ .

   Settings are reset to factory defaults.

Restoring Language to Factory Default

You can restore the language on your display to factory default without using the printer menus.

📝 **NOTE:** Using this key sequence will also restore all other selected settings to factory default.

1. Turn your printer off.

2. Press and hold the **Back** button 🔙 and the **Start** button ▶ while pressing the **Power** button ⏻ .

3. Continue pressing these buttons until Lang cleared appears on the display.

4. Use the left and right **Arrow** buttons ❮ ❯ to select your language, country, time, date, fax number, and fax name. Press the **Select** button ✅ to save each selection.

Printing

- [Printing Documents](#)
- [Printing Photos](#)
- [Printing Envelopes](#)
- [Printing From a Bluetooth®-Enabled Device](#)
- [Printing Photos From a PictBridge-Enabled Camera](#)
- [Printing More Than One Page on a Sheet of Paper](#)
- [Printing an Image as a Multi-Page Poster](#)
- [Printing a Banner](#)
- [Printing a Booklet](#)
- [Assembling a Booklet](#)
- [Duplexing a Print Job (Two-Sided Printing)](#)
- [Canceling a Print Job](#)
- [Changing Printing Preferences Defaults](#)

Printing Documents

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see [Loading Paper](#).

3. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

5. On the **Print Setup** and **Advanced** tabs, make any necessary changes for your document.

6. When you finish customizing your settings, click **OK**.

   The **Printing Preferences** dialog box closes.

7. Click **OK** or **Print**.

Printing Photos

✎ **NOTE:** Dell recommends you use a color cartridge and a photo cartridge for printing photos.

1. Turn on your computer and printer, and make sure they are connected.

2. Load paper with the print side facing up.

   ✎ **NOTE:** Photo/glossy paper is recommended for printing photos.

3. With your document open, click **File**® **Print**.

The **Print** dialog box opens.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

5. On the **Print Setup** tab, select **Photo**, and then select the dpi settings for the photo from the drop-down menu.

   📝 **NOTE:** To print borderless photos, click the **Borderless** check box on the **Print Setup** tab, and then select the borderless paper size from the drop-down menu on the **Advanced** tab. Borderless printing is only performed if you are using photo/glossy paper. The printout on non-photo paper contains a 2 mm margin on all sides.

6. On the **Print Setup** and **Advanced** tabs, make any necessary changes for your document.

7. When you finish customizing your settings, click **OK**.

   The **Printing Preferences** dialog box closes.

8. Click **OK** or **Print**.

9. Remove each photo after it exits the printer to prevent your photos from sticking together or smudging.

📝 **NOTE:** Before placing your prints in a nonadhesive photo album or frame, allow sufficient time for the prints to dry thoroughly (12 to 24 hours, depending on ambient conditions). This maximizes the life of your prints.

Printing Envelopes

1. Turn on your computer and printer, and make sure they are connected.

2. Load the envelope with the print side facing up.

3. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

5. On the **Print Setup** tab, select **Envelope**, and then choose the size of the envelope from the Paper size: drop-down menu.

   📝 **NOTE:** If you are mailing within Japan, the envelope can be printed in portrait orientation with the stamp in the lower right corner or in landscape orientation with the stamp in the lower left corner. If you are mailing internationally, print landscape orientation with the stamp in the upper left corner.

If mailing within Japan, the envelopes can be loaded in two ways:	If mailing internationally, load the envelope this way:

6. On the **Print Setup** and **Advanced** tabs, make any necessary changes for your document.

7. When you finish customizing your settings, click **OK**.

   The **Printing Preferences** dialog box closes.

8. Click **OK** or **Print**.

Printing From a Bluetooth®-Enabled Device

- This printer is compliant with Bluetooth Specification 1.2. It supports the following profiles: Object Push Profile (OPP), Serial Port Profile (SPP), and Basic Print Profile (BPP). Check with your Bluetooth-enabled device manufacturers (cellular phone or PDA) to determine their hardware compatibility and interoperability. It is recommended that you use the latest firmware on your Bluetooth-enabled device.

- To print Microsoft documents from your Windows® Mobile/Pocket PC PDA, additional third-party software and drivers are required. For more information about the required software and drivers, please check the documentation of your PDA.

- Before you call Dell customer support, see the section for information on setting up a connection with a Bluetooth-enabled device. You can also visit the Dell Support website at support.dell.com. This website contains the latest documentation. Ensure that you read the documentation that came with your Bluetooth device for setup instructions.

Setting up a Connection Between Your Printer and a Bluetooth-Enabled Device

NOTE: The printer does not support printing files from your computer using a Bluetooth connection.

You need to set up a connection between a Bluetooth-enabled device and your printer if you are sending a print job from the Bluetooth device for the first time. You will need to repeat the setup if:

- You reset the printer to its factory default settings. For more information, see Restoring Factory Default Settings.

- You changed the Bluetooth security level or the Bluetooth pass key. For more information, see Setting the Bluetooth Security Level.

- The Bluetooth-enabled device you are using requires users to set up a Bluetooth connection on every print job. Refer

to the instructions included with the device for Bluetooth printing information.

- You cleared the contents of the Bluetooth device list. For more information, see Bluetooth Mode.

- The name of the Bluetooth device you are using is automatically deleted from the Bluetooth device list.

  When the Bluetooth security level is set to High, the printer saves a list of up to 8 Bluetooth devices that have previously set up a connection with the printer. If there are already 8 devices on the list, and then you need to set up a connection for another Bluetooth device, the first device is automatically deleted from the list so that the new device can be stored. You need to repeat the setup of the deleted device to be able to send a print job to the printer.

NOTE: You need to set up a connection for each Bluetooth device that you will use to send a print job to the printer.

To set up a connection between the printer and a Bluetooth-enabled device:

1. Turn on the printer.

2. Insert a USB Bluetooth adapter into the USB port located on the front of the printer.

   NOTE: A Bluetooth adapter is not included with the printer.

3. Use the left and right **Arrow** buttons 〈 〉 to scroll to BLUETOOTH, and then press the **Select** button ✓.

4. Use the left and right **Arrow** buttons 〈 〉 to scroll to Discovery, and then press the **Select** button ✓.

5. Use the left and right **Arrow** buttons 〈 〉 to scroll to On, and then press the **Select** button ✓.

   The printer is now ready to accept a connection from a Bluetooth-enabled device.

6. Configure the Bluetooth-enabled device to set up a connection to the printer. Refer to the instructions included with the device for Bluetooth connection information.

   NOTE: If the Bluetooth Security Level on the printer is set to High, you must enter a pass key. For more information, see Setting the Bluetooth Security Level.

Setting the Bluetooth Security Level

1. Turn on the printer.

2. Insert a Bluetooth USB adapter into the USB port.

NOTE: A Bluetooth adapter is not included with the printer.

3. Use the left and right **Arrow** buttons ◀ ▶ to scroll to BLUETOOTH, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ◀ ▶ to scroll to Security Level, and then press the **Select** button ✔.

5. Use the left and right **Arrow** buttons ◀ ▶ to choose a security level, and then press the **Select** button ✔.

    - Choose Low to allow Bluetooth devices to connect and send print jobs to your printer without requiring users to enter a pass key.

    - Choose High to require users to enter a four-digit numeric pass key on the Bluetooth device before connecting and sending print jobs to the printer.

6. The Pass Key menu opens on the operator panel display if you set the security level to High. Use the keypad to enter your four-digit pass key, and then press the **Select** button ✔.

7. Use the left and right **Arrow** buttons ◀ ▶ to scroll to Yes when prompted to save the new pass key, and then press the **Select** button ✔.

Printing From a Bluetooth-Enabled Device

1. Turn on the printer.

2. Insert a USB Bluetooth adapter into the USB port.

NOTE: A Bluetooth adapter is not included with the printer.

3. Make sure the Bluetooth mode is turned on. For more information, see Bluetooth Mode.

4. Make sure the printer is set up to receive Bluetooth connections. For more information, see Setting up a Connection Between Your Printer and a Bluetooth-Enabled Device.

5. Set up the Bluetooth device to print to the printer. Refer to the instructions included with the device for Bluetooth printing setup information.

6. See the instructions included with the Bluetooth device to begin printing.

   📝 **NOTE:** If the Bluetooth Security Level on the printer is set to High, you must enter a pass key. For more information, see <u>Setting the Bluetooth Security Level</u>.

Printing Photos From a PictBridge-Enabled Camera

Your printer supports printing from a PictBridge-enabled camera.

1. Turn on your printer.

2. Insert one end of the USB cable into the camera.

3. Insert the other end of the USB cable into the PictBridge port on the front of the printer.

   See the instructions included with your camera for selection of the appropriate camera USB settings and PictBridge connection and usage information.

   📝 **NOTE:** When your printer is not connected to a computer, and a PictBridge camera is connected to your printer, some of the functions of your printer operator panel buttons may be unavailable. These functions become available after you disconnect the PictBridge camera from your printer.

4. Turn on your digital camera.

   The printer automatically enters **PictBridge** mode.

5. See the instructions included with your camera to begin printing photos.

⊙ **NOTICE:** Do not remove the PictBridge-enabled device or touch the printer near the area of the memory card or PictBridge-enabled device while actively printing from PictBridge. Data corruption can occur.

📝 **NOTE:** If your digital camera has computer and printer (PTP) USB mode selections, use the printer (PTP) USB mode selection for PictBridge printing. For more information, see the documentation included with your camera.

Printing More Than One Page on a Sheet of Paper

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see <u>Loading Paper</u>.

3. With your document open, click **File**® **Print**.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

The **Printing Preferences** dialog box opens.

5. On the **Advanced** tab, select **N-up** from the **Layout** drop-down list.

6. From the **Pages per sheet** drop-down list, select how many pages you want to be printed on one sheet.

7. Select the **Print Page Borders** check box if you want borders between pages.

8. On the **Print Setup** tab and **Advanced** tab, make any additional changes for your document.

9. Select the number of pages to print on each page.

10. After customizing your settings, click **OK**.

    The **Printing Preferences** dialog box closes.

11. Click **OK** or **Print**.

Printing an Image as a Multi-Page Poster

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see [Loading Paper](#).

3. With your document open, click **File**® **Print**.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

    The **Printing Preferences** dialog box opens.

5. On the **Advanced** tab, select **Poster** from the **Layout** drop-down list.

6. Select the size of the poster.

7. On the **Print Setup** tab and **Advanced** tab, make any additional changes for your document.

8. After customizing your settings, click **OK**.

    The **Printing Preferences** dialog box closes.

9. Click **OK** or **Print**.

Printing a Banner

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see [Loading Paper](#).

3. With your document open, click **File**® **Print**.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

    The **Printing Preferences** dialog box opens.

5. On the **Advanced** tab, select **Banner** from the **Layout** drop-down list, and then select **Letter Banner** or **A4 Banner**

from the **Banner Paper Size** drop-down list.

6. On the **Print Setup** and **Advanced** tabs, make any additional changes for your document.

7. After customizing your settings, click **OK**.

   The **Printing Preferences** dialog box closes.

8. Click **OK** or **Print**.

   📝 **NOTE:** Once the printer begins printing, wait until you can see the leading edge of the banner exiting the printer, and then carefully unfold the paper down to the floor in front of the printer.

Printing a Booklet

Before you change any Print Properties settings, you must select the correct paper size from the program. You can print booklets using these paper sizes:

- Letter

- A4

1. Load the paper. For more information, see [Loading Paper](#).

2. With your document open, click **File**® **Print**.

3. From the Print dialog box, click **Properties**, **Preferences**, **Options**, or **Setup** (depending on the program or operating system).

4. Click the **Advanced** tab.

5. From the **Layout** drop-down menu, select **Booklet**.

6. If you are printing a large booklet, select a number of **Printed sheets per bundle**.

   a. Click **Options**® **Layout Options**.

   b. From the **Printed sheets per bundle** drop-down menu, select a number of printed sheets per bundle.

   📝 **NOTE:** A bundle is a set number of sheets of paper folded together. The printed bundles are stacked, one on top of the other, keeping the correct page order. The stacked bundles can be bound to make a booklet. When printing with a heavier paper stock, select a smaller number of **Printed sheets per bundle**.

7. Click **OK** to close any printer software dialog boxes that are open.

8. Print the document.

📝 **NOTE:** For help binding and assembling the booklet, see [Assembling a Booklet](#).

Assembling a Booklet

1. Flip the printed stack of papers over in the paper exit tray.

2. Take the first bundle from the stack, fold it in half, and then set it aside with the front page down.

3. Take the next bundle from the stack, fold it in half, and then stack it with the front page down on top of the first bundle.

4. Stack the rest of the bundles with the front page down, one on top of the other, until the booklet is complete.

5. Bind the bundles together to complete the booklet.

Duplexing a Print Job (Two-Sided Printing)

Automatic duplex allows you to print your document on both sides of the paper without having to manually re-orient the sheets. Make sure you loaded letter-size or A4 plain paper. You cannot duplex-print on envelopes, card stock, or photo paper.

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see Loading Paper.

3. With your document open, click **File**® **Print**.

4. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

5. Click the **Advanced** tab, and then select the **2-sided printing** check box.

6. From the drop-down list, select **Automatic**.

7. Select how you want to bind your pages.

8. After customizing your settings, click **OK**.

   The **Printing Preferences** dialog box closes.

9. Click **OK** or **Print**.

Canceling a Print Job

Sent From a Local Computer

There are two ways to cancel a print job sent from a computer that is connected to the printer by a USB cable.

From the Printers folder:

1. *In Windows Vista™:*

    a. Click ⊛® **Control Panel.**

    b. Click **Hardware and Sound**.

    c. Click **Printers**.

    In Windows® XP, click **Start** ® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

    In Windows 2000, click **Start** ® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

3. Click **Open**.

4. Select the job you want to cancel from the list that appears.

5. From the **Document** menu, click **Cancel**.

From the Printing Status window:

The Printing Status window automatically opens at the bottom-right part of your screen when you send a print job. Click **Cancel Printing** to cancel the current print job.

From the Taskbar:

1. Double-click the printer icon at the bottom-right portion of your computer screen or the Taskbar.

2. Double-click the print job that you want to cancel.

3. Click **Cancel**.

Sent From a Bluetooth-Enabled Device

From the printer:

- Press the **Cancel** button ⊗ to cancel the print job and terminate the Bluetooth connection.

- Press the **Power** button ⊙ to cancel the print job, terminate the Bluetooth connection, and turn the printer off.

From the Bluetooth-enabled device:

See the documentation that came with your device for information.

Sent From a Computer Over a Wireless Network

1. *In Windows Vista:*

    a. Click ⊛® **Control Panel.**

    b. Click **Hardware and Sound**.

    c. Click **Printers**.

In Windows XP, click **Start** ® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

In Windows 2000, click **Start** ® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

3. Click **Open**.

4. Select the job you want to cancel from the list that appears.

5. From the **Document** menu, click **Cancel**.

Changing Printing Preferences Defaults

When you send a document or photo to print, you can specify various settings such as print on both sides of the paper, print in higher or lower quality, print only in black and white, and more. If you have preferred settings, you can make these the default so you do not have to specify your printing preferences each time you send a print job.

To make your preferred settings the default print settings for most programs, open the Printing Preferences dialog box from the Printers folder.

1. *In Windows Vista:*

   a. Click ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows XP, click **Start**® **Settings**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

3. Select **Printing Preferences**.

4. Change the settings that you want to set as default when printing from most programs.

From the Print Setup tab, you can:

- Change the default print quality to **Draft**, **Normal**, or **Photo**.

- Change the default media type and paper size.

- Make black and white printing and borderless printing the default setting.

- Change the default orientation.

- Change the default number of copies.

From the Advanced tab, you can:

- Make automatic two-sided printing (duplex) the default.

- Extend dry time when duplexing print jobs by default.

- Specify layouts that you want to set as default.

From the Maintenance tab:

There are no print settings to set as default from the **Maintenance** tab. From here, you can

- Install, clean, and align ink cartridges.

- Print a test page.

- Get information on sharing your printer on a network.

Troubleshooting

- [Setup Problems](#)
- [Error Messages](#)
- [Clearing Paper Jams](#)
- [Avoiding Jams and Misfeeds](#)
- [Printing Problems](#)
- [Copying Problems](#)
- [Scanning Problems](#)
- [Faxing Problems](#)
- [Networking Problems](#)
- [Memory Card Problems](#)
- [Paper Problems](#)
- [Improving Print Quality](#)
- [General Guidelines for Selecting or Loading Print Media](#)

If the printer does not work, ensure that the printer is properly connected to the electrical outlet and computer, if using a computer.

For more help and to check the latest information on troubleshooting your printer, please visit http://support.dell.com/support.

Setup Problems

Computer Problems

Verify your printer is compatible with your computer.

The printer supports Windows Vista™, Windows® XP, and Windows 2000 only.

Windows ME, Windows 98, and Windows 95 are not supported by this printer.

Make sure you turned on both your printer and your computer.

Check the USB cable.

- Ensure the USB cable is firmly connected to your printer and your computer.
- Shut down the computer, reconnect the USB cable as shown on the *Setting Up Your Printer* poster, and then restart the computer.

If the software installation screen does not appear automatically, install the software manually.

1. Insert the *Drivers and Utilities* CD.

2. *In Windows Vista*, click ⊕® **Computer**.

   In Windows XP, click **Start**® **My Computer**.

   In Windows 2000, double-click **My Computer** from your desktop.

3. Double-click the **CD-ROM drive** icon, and then double-click **setup.exe**.

4. When the printer software installation screen appears, click **Using a USB cable** or **Using a wireless network**.

5. Follow the instructions on your screen to complete the installation.

Determine if the printer software is installed.

In Windows Vista:

1. Click ® **Programs**.

2. Click **Dell Printers**.

In Windows XP and Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

If the printer does not appear in the list of printers, the printer software is not installed. Install the printer software. For more information, see [Removing and Reinstalling Software](#).

Correct communication problems between the printer and the computer.

- Remove the USB cable from your printer and your computer. Reconnect the USB cable to your printer and your computer.

- Turn off the printer. Unplug the printer power cable from the electrical outlet. Reconnect the printer power cable into the electrical outlet, and turn on the printer.

- Restart your computer.

Set your printer as the default printer.

1. *In Windows Vista*:

    a. Click ® **Control Panel**.

    b. Click **Hardware and Sound**.

    c. Click **Printers**.

    In Windows XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

    In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

3. Select **Set as Default Printer**.

Printer won't print and print jobs are stuck in the print queue.

Check for multiple instances of the printer installed on your computer.

1. *In Windows Vista:*

    a. Click ® **Control Panel**.

b. Click **Hardware and Sound**.

c. Click **Printers**.

In Windows XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Check for multiple objects for your printer.

3. Print a job to each of these print objects to see which printer is active.

4. Set that print object as the default printer:

a. Right-click the **Dell 948** icon.

b. Click **Set as Default Printer**.

5. Delete the other copies of the print object by right-clicking the printer name and selecting **Delete**.

To prevent multiple instances of the printer in your **Printers** folder, make sure you always plug the USB cable back into the same USB port that was originally used for the printer. Also, do not install printer drivers multiple times from the *Drivers and Utilities* CD.

Printer Problems

Ensure the printer power cable is firmly connected to the printer and the electrical outlet.

Determine if the printer has been held or paused.

1. *In Windows Vista*:

a. Click 🌐® **Control Panel**.

b. Click **Hardware and Sound**.

c. Click **Printers**.

In Windows XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click the **Dell 948** icon.

3. Make sure **Pause Printing** is not selected. If **Pause Printing** is selected, click it to clear the option.

Check for blinking lights on the printer.

For more information, see Error Messages.

Ensure you installed the ink cartridges correctly and removed the sticker and tape from each cartridge.

Make sure you loaded the paper correctly.

For more information, see Loading Paper.

Make sure the printer is not connected to a PictBridge-enabled camera.

For more information, see Printing Photos From a PictBridge-Enabled Camera.

Error Messages

For more help and to check the latest information on troubleshooting your printer, please visit http://support.dell.com/support.

Error Message:	What it indicates:	Solution:
Computer Not Connected	Attempting to scan or print Office files from a memory card or USB key, or selecting the **Save to Computer** option when the printer is not connected to a computer or the computer is not turned on.	Make sure your printer is connected to your computer.
This function is not supported over a network.	Attempting to print Office files from a memory card or USB key when the printer is connected to a network adapter, and not directly attached to the computer.	Connect the printer directly to a computer.
No response	A timeout has occured after the user pressed the **Start** button ▶.	Press the **Cancel** button ✖.
Load Paper then press ✓.	The printer is out of paper.	Load paper into the printer, and then press the **Select** button ✓ to continue printing. For more information, see Loading Paper.
Clear Carrier Jam then press ✓.	A printhead carrier jam occurred.	Remove obstructions from the carrier path or close the cartridge carrier lids, and then press the **Select** button ✓.
Clear paper jam then press ✓.	A paper jam exists in the printer.	Clear the paper jam. For more information, see Check for a paper jam..
Cover Open.	The printer unit is open.	Close the printer unit.
Paper Size Photo size is larger than paper size. Press ✓ to pick a new paper size.	The paper in the printer is smaller than the selected Blank Paper Size.	Change the Blank Paper Size to match the paper in the printer, or press the **Select** button ✓ to continue printing.
Unsupported Paper Size	A photo print job is initiated, and an unsupported paper size is selected.	Press the **Back** button ⟲ to cancel the job, and choose a new paper size.
• Install a black or photo print cartridge on the left side. • Install a color print cartridge on the right side. • Install both cartridges.	An ink cartridge is missing. A **?** symbol is shown for every missing cartridge with the message appearing below it.	Insert a black or photo cartridge in the left cartridge carrier and a color cartridge in the right carrier. For more information, see Replacing Ink Cartridges.
• Black Ink Low. Order Ink @ WWW.DELL.COM/SUPPLIES. Press ✓ to continue. • Color Ink Low. Order Ink @ WWW.DELL.COM/SUPPLIES. Press ✓ to continue.	The ink cartridge is running low on ink.	Replace the ink cartridge. For more information, see Replacing Ink Cartridges.

Photo Ink Low. Order Ink @ WWW.DELL.COM/SUPPLIES. Press ✅ to continue. • Black and Color Ink Low. Order Ink @ WWW.DELL.COM/SUPPLIES. Press ✅ to continue. • Photo and Color Ink Low. Order Ink @ WWW.DELL.COM/SUPPLIES. Press ✅ to continue.		
• Left cartridge error. Replace Cartridge. • Right cartridge error. Replace Cartridge. • Install both cartridges.	An ink cartridge is invalid. An **X** symbol is shown for every invalid cartridge with the message appearing below it.	Replace the invalid ink cartridge. For more information, see Replacing Ink Cartridges.
Alignment Problem. Remove tape from cartridges or check troubleshooting. Press ✅ to retry.	The tape was not removed from the ink cartridges before the cartridges were installed.	Remove the tape from the ink cartridges. For more information, see Replacing Ink Cartridges.
Memory card problem. Ensure that it is not damaged and is inserted correctly.	A memory card or USB key is not inserted correctly, is damaged, not functional, or its format is not supported.	Remove the memory card or the USB key. Refer to the documentation that came with your device for more information.
Invalid Device. The attached USB device is not supported. Please disconnect and refer to user manual.	The attached device is not supported, or the PictBridge-enabled digital camera is not set to the correct USB mode.	Disconnect the device, or check the USB mode setup. Refer to the documentation that came with your digital camera for more information.
Only one device or media card is allowed. Please remove all device(s) and card(s).	More than one memory card or device is inserted in the printer.	Remove all memory cards and devices.
Unplug the camera to use other printer features.	A non-functioning button is pressed while the printer is in **PictBridge** mode.	Remove the PictBridge connection to be able to use the printer for other functions.
Load PLAIN 8.5x11″ and press ✅. Or Load PLAIN A4 paper and press ✅.	A paper type other than plain paper is loaded into the paper support when attempting to print an alignment page, a cleaning page, or a network setup page.	Load plain paper, and then press the **Select** button ✅.
Invalid Proof Sheet. Please reprint the proof sheet and try again.	The printer detects an invalid bar code or an error condition.	Check the proof sheet or reprint the proof sheet. For more information, see Printing Photos Using a Proof Sheet.
Could not detect a proof sheet.	The printer could not recognize the proof sheet or the proof sheet is skewed or not properly placed on the scanner glass.	Reprint the proof sheet and select your options, or properly place the proof sheet face down on the scanner glass, and scan it again.
No layout selection has been made.	The proof sheet is being scanned without a photo or paper size option selected.	Select a photo or paper size option on the proof sheet, and scan it again.
Only one layout selection can be chosen at a time	The proof sheet is being scanned with multiple photo or paper size options selected.	Reprint the proof sheet, select only one photo or paper size option, and scan it again.
No images have been selected.	The proof sheet is being scanned without any images selected.	Select images on the proof sheet, and scan it again.
No Proof Sheet information.	The proof sheet is being scanned and the proof sheet information is deleted or removed from the memory card.	Reprint the proof sheet, select your options, and scan it again.

Some photos removed from card by computer.	A photo selected by the user on the proof sheet has been deleted or removed from the memory card.	Reprint the proof sheet, select your options, and scan it again.
Error NNNN.	If the display shows **Error** followed by a four-digit number, an advanced error has occurred.	Contact Customer Support. For more information, go to http://support.dell.com/support.

Clearing Paper Jams

Paper jam in the paper path

1. Pull the paper firmly to remove it. If you cannot reach the paper because it is too far into the printer, lift the printer unit to open the printer.

2. Pull the paper out.

3. Close the printer unit.

4. Resend your print job to print any missing pages.

Paper jam not visible

1. Turn off the printer.

2. Lift the printer unit.

3. Firmly grasp the paper, and gently pull it from the printer.

4. Close the printer unit.

5. Turn on the printer, and print the document again.

Paper jam in the duplex unit

1. Remove the duplex unit cover.

2. Firmly grasp the paper, and gently pull it from the printer.

3. Reinstall the duplex unit cover.

4. Press the **Select** button to continue printing.

Paper jam near the ADF

1. Lift the ADF cover located to the left of the ADF input tray.
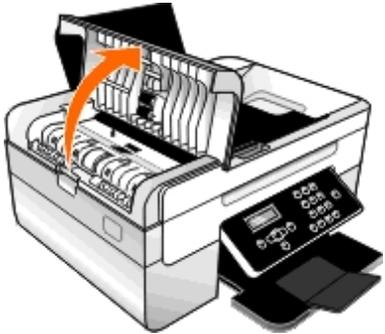
2. Firmly grasp the paper, and then gently pull it from the printer.

3. Close the ADF cover.
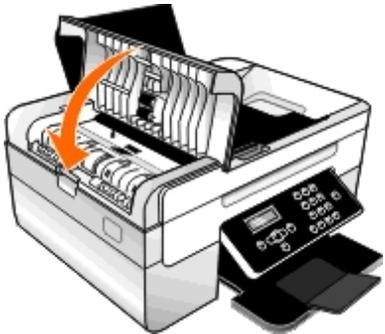
4. Press the **Select** button .

5. Resend your print job to print any missing pages.

Avoiding Jams and Misfeeds

You can avoid most jams and misfeeds by following these guidelines:

- Use media that follows the printer's media guidelines. For more information, see Loading Paper.

- Make sure that the media is properly loaded in the input tray.

- Do not overload the input tray.

- Do not remove media from the input tray while printing.

- Flex, fan, and straighten the paper before loading.

- Do not use creased, damp, or curled paper.

- Orient the media according to the instructions for the printer.

Printing Problems

Check the ink levels, and install new print cartridges if necessary.

For more information, see Replacing Ink Cartridges.

Make sure you remove individual sheets from the paper exit tray.

To avoid ink smudging when you are using the following media, remove each sheet as it exits, and allow it to dry:

- Photo paper

- Glossy paper

- Transparency

- Labels

- Envelopes

- Iron-on transfers

Extend dry time when duplexing print jobs

If ink is smeared on the bottom of the pages of your duplex print jobs, extend the time for the printed side to dry before the duplex unit feeds the paper back into the printer, and prints on the other side.

NOTE: You will need to wait a few seconds longer for your duplex print jobs to finish if you turn this feature on.

To make this feature a default for all duplex print jobs:

1. *In Windows Vista*:

    a. Click ® **Control Panel**.

    b. Click **Hardware and Sound**.

    c. Click **Printers**.

   In Windows XP, click **Start® Control Panel® Printers and Other Hardware® Printers and Faxes**.

   In Windows 2000, click **Start® Settings® Printers**.

2. Right-click the **Dell 948** icon.

3. Select **Printing Preferences**.

   The **Printing Preferences** dialog box opens.

4. Click the **Advanced** tab.

5. From the **2-Sided Printing** area, select **Extend dry time**.

6. Click **OK**.

To apply this feature to your current duplex print job only:

1. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

2. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

3. Click the **Advanced** tab.

4. From the **2-Sided Printing** area, select **Extend dry time**.

5. Click **OK**.

Free up memory resources on your computer when print speed is slow

- Close all applications not in use.

- Try minimizing the number and size of graphics and images in your document.

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

- Remove fonts that you rarely use from your system.

- Uninstall the printer software, and then reinstall it. For more information, see Removing and Reinstalling Software.

- Select a lower print quality from the Printing Preferences dialog box.

Make sure you loaded the paper correctly.

For more information, see Loading Paper.

Copying Problems

Check for blinking lights or error messages on the printer.

For more information, see Error Messages.

Make sure the scanner glass is clean.

Gently wipe the scanner glass as well as the thin strip of glass beside it with a clean, lint-free cloth dampened with water.

Remove image patterns from magazines or newspapers.

1. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP or Windows 2000:

   Click **Start® Programs** or **All Programs® Dell Printers® Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

3. Click **See More Copy Settings**, and then click **Advanced**.

   The **Advanced Copy Settings** dialog box opens.

4. From the **Image Patterns** tab, select **Remove image patterns from magazine/newspaper (descreen)**, and then click **OK**.

5. Click **Copy Now**.

Make sure the document or photo is loaded correctly on the scanner glass or into the Automatic Document Feeder.

For more information, see Loading Original Documents.

Check paper sizes.

Make sure the paper size being used matches the size you selected on the operator panel or the **Dell All-In-One Center**.

Scanning Problems

Check for blinking lights and error messages on the printer.

For more information, see Error Messages.

Check the USB cable.

- Ensure the USB cable is firmly connected to your printer and your computer.

- Shut down the computer, reconnect the USB cable as shown on the *Setting Up Your Printer* poster, and then restart the computer.

Determine if the printer software is installed.

In Windows Vista:

1. Click ® **Programs**.

2. Click **Dell Printers**.

In Windows XP or Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

If the printer does not appear in the list of printers, the printer software is not installed. Install the printer software. For more information, see Removing and Reinstalling Software.

Correct communication problems between the printer and the computer.

- Remove and then reconnect the USB cable from your printer and your computer.

- Turn off the printer. Unplug the printer power cable from the electrical outlet. Reconnect the printer power cable into the electrical outlet, and turn on the printer.

- Restart your computer.

Change the scan resolution to a lower value if scanning takes too long or freezes the computer.

1. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

3. Click **See More Scan Settings**.

4. Select a lower scan resolution from the **Select Scan Quality** menu.

5. Click **Scan Now**.

Change the scan resolution to a higher value if the scanned image quality is poor.

1. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

3. Click **See More Scan Settings**.

4. Select a higher scan resolution from the **Select Scan Quality** menu.

5. Click **Scan Now**.

Remove image patterns from magazines or newspapers.

1. *In Windows Vista:*

   a. Click ●® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

3. Click **See More Scan Settings**, and then click **Advanced**.

   The **Advanced Scan Settings** dialog box opens.

4. From the **Image Patterns** tab, select **Remove image patterns from magazine/newspaper (descreen)**, and then click **OK**.

5. Click **Scan Now**.

Choose another application if scanning to an application fails.

Using the operator panel

1. From the main menu, use the left or right **Arrow** button ❬ ❭ to scroll to SCAN, and then press the **Select** button ☑.

2. From the **Scan Mode** menu, use the left or right **Arrow** button ❬ ❭ to scroll to Scan To Computer, and then press the left and right **Arrow** button ❬ ❭ to choose another application.

Using the computer

1. *In Windows Vista:*

   a. Click ●® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

3. From the **Send scanned images to:** drop-down menu, choose another application.

   NOTE: If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add your program to the list.

Make sure the document or photo is loaded correctly on the scanner glass or into the ADF.

For more information, see [Loading Original Documents](#).

Make sure the scanner glass is clean.

Gently wipe the scanner glass, as well as the thin strip of glass beside it, with a clean, lint-free cloth dampened with water.

Faxing Problems

Make sure you have turned on both your printer and your computer, and the USB cable is properly inserted.

Make sure the computer is connected to an active analog telephone line.

- Using the fax function requires a phone connection to the fax modem in your computer.

- When using DSL broadband service, make sure you have a DSL filter installed on your phone cord. Contact your Internet Service Provider for more information.

- Make sure your computer is not connected to the Internet by dial-up modem when trying to fax.

When using an external modem, make sure it is turned on and is correctly connected to your computer.

When the printer memory is full, print a fax activity report and resend pages that were not transmitted.

When sending color pages, set the printer to scan the original documents after dialing.

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅.

2. From the Enter Fax Number display, press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Dialing and Sending, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Scan, and then press the left or right **Arrow** button ❮ ❯ to scroll to After Dial.

6. Press the **Select** button ✅ to save the changes.

   NOTE: This setting is applicable for all subsequent fax jobs.

If caller ID is not working, make sure that you selected the correct Caller ID pattern.

The Caller ID detection pattern is determined by the country or region you selected during initial setup. If phones in your country use two detection patterns, call your telecommunications company to determine which pattern it subscribes to.

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to `FAX`, and then press the **Select** button ✅.

2. From the `Enter Fax Number` display, press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Fax Setup`, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Ringing and Answering`, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Caller ID pattern`, and then use the left and right **Arrow** buttons ❮ ❯ button to select an option.

   - Select `Pattern 1` if telephones in your country subscribe to a detection pattern using frequency-shift keying (FSK).

   - Select `Pattern 2` if telephones in your country subscribe to a detection pattern using dual tone multifrequency (DTMF).

6. Press the **Select** button ✅.

If the quality of the fax is poor, set the quality of the outgoing fax to `Ultrafine`.

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to `FAX`, and then press the **Select** button ✅.

2. From the `Enter Fax Number` display, press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Quality`, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Ultrafine`.

5. Press the **Select** button ✅.

If the quality of the received fax is still poor, the fax machine at the receiving end may be limiting the fax quality. Any adjustments that you make on your printer do not affect the quality of faxes received at the other end.

Networking Problems

Check power

Make sure the printer power light is on.

Check cable

- Make sure the power cable is connected to the printer and to the electrical outlet.

- Make sure the USB cable is not connected.

Check your network connection.

Make sure the printer is connected to a working network connection.

Reboot the computer

Turn off and restart the computer.

Check the network adapter documentation for setup and usage information.

Memory Card Problems

Make sure that the type of memory card you are using can be used in the printer.

For more information, see Printing From a Memory Card or USB Key.

Insert only one memory card at a time.

Insert the memory card until it stops.

The printer will not read the contents of the memory card if it is not properly inserted into the memory card slot.

When printing images from a memory card, make sure the file format of the images is supported by the printer.

Only images in JPEG and a limited set of TIFF formats can be printed directly from the memory card. Only TIFF formats created directly from digital still cameras and not modified by any application are supported. If you want to print photos stored on the memory card in a different file format, the photos must be transferred to your computer before printing.

Make sure the printer is not connected to a PictBridge-enabled camera.

For more information, see Printing Photos From a PictBridge-Enabled Camera.

Paper Problems

Make sure you loaded the paper correctly.

For more information, see Loading Paper.

Use only paper recommended for your printer.

For more information, see Print Media Guidelines.

Load a smaller amount of paper when printing multiple pages.

For more information, see Print Media Guidelines.

Make sure the paper is not wrinkled, torn, or damaged.

Check for a paper jam.

For more information, see [Clearing Paper Jams](#).

Improving Print Quality

If you are not satisfied with the print quality of your documents, there are several different ways to improve the print quality.

- Use the appropriate paper. For example, use Dell™ Premium Photo Paper if you are printing photos with a photo ink cartridge.

- Select a higher print quality.

To select a higher print quality:

1. With your document open, click **File**® **Print**.

   The **Print** dialog box opens.

2. Click **Preferences**, **Properties**, **Options**, or **Setup** (depending on the program or operating system).

   The **Printing Preferences** dialog box opens.

3. On the **Print Setup** tab, select a higher quality setting.

4. Print your document again.

5. If the print quality does not improve, try aligning or cleaning the ink cartridges. For more information, see [Aligning Ink Cartridges](#) and [Cleaning the Ink Cartridge Nozzles](#).

   For additional solutions, go to http://support.dell.com/support.

General Guidelines for Selecting or Loading Print Media

- Attempting to print on damp, curled, wrinkled, or torn paper can cause paper jams and poor print quality.

- Use only high-quality, copier-grade paper for the best print quality.

- Avoid paper with embossed lettering, perforations, or a texture that is too smooth or rough. Paper jams may occur.

- Store paper in its packaging until you are ready to use it. Place cartons on pallets or shelves, not on the floor.

- Do not place heavy objects on top of the media, whether or not it is packaged.

- Keep paper away from moisture or other conditions that can cause it to wrinkle or curl.

- Store unused paper at temperatures ranging between 15°C and 30°C (59°F and 86°F). The relative humidity should be between 10% and 70%.

- During storage, you should use moisture-proof wrap, such as a plastic container or bag, to prevent dust and moisture from contaminating the paper.

Printing From a Memory Card or USB Key

- [Printing Photos](#)
- [Printing Office Files](#)

Most digital cameras use a memory card to store photos. The printer supports the following memory cards:

- Compact Flash Type I and II
- Memory Stick
- Memory Stick PRO
- Memory Stick Duo (with adapter)
- Mini SD (with adapter)
- Microdrive
- Secure Digital
- MultiMedia Card
- xD-Picture Card

Memory cards should be inserted with the label facing up. The card reader has four slots to accommodate these cards and a small light that blinks indicating the card is being read or is transmitting data.

NOTE: Do not insert more than one memory card at a time.

The connector that is used for PictBridge may also be used for accessing information stored on USB keys.

NOTICE: Do not remove the memory card or USB key, or touch the printer near the area of the memory card or USB key while actively reading, writing, or printing from these devices. Data corruption can occur.

NOTE: Do not insert a USB key if there is already a memory card inserted in the printer.

When you insert a memory card or USB key, the printer automatically switches to **Photo** mode if it only contains digital photo files. If the memory card or USB key has both documents and photos stored on it, the printer asks the user which file to print. For more information, see [Photo Mode](#).

NOTE: The printer supports FAT32 data format. Files stored in NTFS should be converted to FAT32 data format before inserting the memory card or USB key into the printer.

Printing Photos

Saving Photos to Your Computer

1. Insert the memory card or USB key.

   If the memory card or USB key contains photos only, the printer automatically switches to the PHOTO mode.

   If the memory card or USB key contains documents and photos, the display asks which files to print. Use the left and right **Arrow** buttons ❰ ❱ to scroll to Photos, and then press the **Select** button ✅.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Save Photos`, and then press the **Select** button ✅.

3. Press the **Start** button ▶.

   The **Memory Card Manager** is launched on your computer.

4. Follow the instructions on the **Memory Card Manager** dialog box on how to transfer the photos to your computer.

Printing All Photos

1. Insert the memory card or USB key.

   If the memory card or USB key contains photos only, the printer automatically switches to the `PHOTO` mode.

   If the memory card or USB key contains documents and photos, the display asks which files to print. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Photos`, and then press the **Select** button ✅.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Print Images`, and then press the **Select** button ✅ on the operator panel twice.

   The printer prints all the photos on the memory card or USB key.

   📝 **NOTE:** If you want to print only some photos on a memory card or USB key, use a proof sheet to select which photos are to be printed. For more information, see Printing Photos Using a Proof Sheet.

   📝 **NOTE:** Only images in JPEG and a limited set of TIFF formats can be printed directly from the memory card or USB key. Only TIFF formats created directly from digital still cameras and not modified by any application are supported. If you want to print photos stored on the memory card or USB key in a different file format, the photos must be transferred to your computer before printing. For more information, see Saving Photos to Your Computer.

Printing Photos From a Digital Camera Using DPOF

Digital Print Order Format (DPOF) is a feature available on some digital cameras which allows you to store print setting information on a memory card together with the photos that you want to print. Using a DPOF-enabled digital camera, you can specify which photos on the memory card are to be printed, the number of copies to print, and other print settings. The printer recognizes these settings when you insert the memory card into the printer memory card slots.

1. Load photo/glossy paper with the print side facing up.

   📝 **NOTE:** Make sure the size of the paper loaded is not smaller than the size you specified in the DPOF selection.

2. Insert the memory card. The printer automatically switches to `PHOTO` mode.

   📝 **NOTE:** Do not insert more than one memory card or USB key at a time.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Print DPOF`.

4. Press the **Start** button ▶.

Printing Photos Using a Proof Sheet

1. Insert the memory card or USB key.

If the memory card or USB key contains photos only, the printer automatically switches to `PHOTO` mode.

If the memory card or USB key contains documents and photos, the display asks which files to print. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Photos`, and then press the **Select** button ✅.

📝 **NOTE:** Only images in JPEG and TIFF formats can be printed directly from the memory card or USB key. If you want to print photos stored on the memory card or USB key in a different file format, the photos must be transferred to your computer before printing. For more information, see Saving Photos to Your Computer.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Proof Sheet`, and then press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Print Proof Sheet`, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to specify which photos on the memory card or USB key to print on the proof sheet.

You can choose from	To
All	Print all photos on the memory card or USB key on the proof sheet.
Last 25	Print the 25 most recent photos on the proof sheet.
Date Range	Print only photos created in a certain date range.

5. Press the **Start** button ▶.

   The proof sheet prints.

6. Follow the instructions on the proof sheet to select which photos to print, and to choose a layout and paper type to use.

   Fill in the circle with the red-eye icon below a photo to reduce the red-eye effect on the printout.
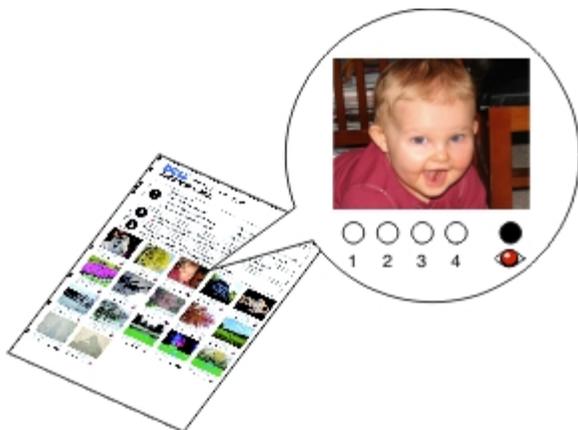
   📝 **NOTE:** Make sure you completely fill in the circles when making selections.

7. Load the proof sheet face down on the scanner glass. For more information, see Loading Original Documents.

8. Load the paper. For more information, see Loading Paper.

   📝 **NOTE:** Make sure the size of the paper you loaded in the printer matches the paper size you specified in the proof sheet.
   📝 **NOTE:** Photo/glossy paper is recommended for printing photos.

9. Use the left and right **Arrow** buttons ❮ ❯ to scroll to `Scan Proof Sheet`, and then press the **Start** button ▶.

> **NOTICE:** Do *not* remove the memory card or turn off the printer until the photos you selected in the photo proof sheet have been printed. The proof sheet becomes invalid when the memory card is removed from the printer or anytime the printer is turned off.

Printing Office Files

1. Turn on your computer and printer, and make sure they are connected.

2. Insert a memory card into a card slot or a USB key into the PictBridge port.

   If the memory card or USB key contains documents only, the printer automatically switches to OFFICE FILE mode.

   If the memory card or USB key contains documents and photos, the display asks which files to print. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Documents, and then press the **Select** button ✓.

   For information on which file types are supported by your printer, see Office File Mode.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to the file that you want to print.

4. Press the **Start** button ▶.

Specifications

- [Overview](#)
- [Environmental Specifications](#)
- [Power Consumption and Requirements](#)
- [Fax Mode Capabilities](#)
- [Print and Scan Mode Capabilities](#)

- [Operating System Support](#)
- [Memory Specifications and Requirements](#)
- [Media Types and Sizes](#)
- [Cables](#)

Overview

Memory	• 32 MB SDRAM • 4 MB FLASH • 4 MB Fax
Connectivity	USB 2.0 high-speed
Duty cycle (average)	1,000 pages per month
Printer life	• Printer: 18,000 pages • Scanner: 12,000 scans • ADF: 6,000 scans

Environmental Specifications

Temperature/Relative Humidity

Condition	Temperature	Relative humidity (non-condensing)
Operation	61° to 90° F	8 to 80%
Storage	34° to 140° F	5 to 80%
Shipping	-40° to 140° F	5 to 100%

Power Consumption and Requirements

Rated AC input	90–255 V
Rated frequency	47 Hz to 63 Hz
Minimum AC input	90 VAC
Maximum AC input	255 VAC

Maximum input current	1.0 A
Average power consumption	
Standby mode	< 10 W
Operational mode	<32 W

Fax Mode Capabilities

When you scan to fax, your document will scan in at 200 dpi (dots per inch). You can fax black and white documents.

For faxing to work properly, the printer must be able to access a computer connected to an active analog telephone line.

NOTE: If you are faxing over a telephone line connected to a DSL modem, install a DSL filter to avoid interference with the analog fax modem signal.

NOTE: ISDN (integrated service digital network) and cable modems are not fax modems and are not supported for faxing.

Print and Scan Mode Capabilities

Your printer can scan from 72 to 19,200 dpi. Although your printer has this capability, Dell™ recommends using the preset resolutions.

Print and scan resolution	Scan resolution	Print resolution	
		Photo/Glossy paper	All other media
Draft	150 x 150 dpi	600 x 600 dpi	300 x 600 dpi
Normal	300 x 300 dpi	1200 x 1200 dpi	600 x 600 dpi
Photo	600 x 600 dpi	4800 x 1200 dpi	1200 x 1200 dpi

Operating System Support

The printer supports:

- Microsoft Windows Vista™

- Microsoft® Windows® XP

- Microsoft Windows 2000

Memory Specifications and Requirements

Your operating system must meet the minimum system requirements.

Operating System	Processor speed (MHz)	RAM (MB)	Hard disk
Microsoft Windows Vista	800 MHz Pentium®/Celeron®	512	20 GB (15 GB free space)

Microsoft Windows XP	800 MHz Pentium/Celeron	256	500 MB
Microsoft Windows 2000	800 MHz Pentium/Celeron	256	500 MB

Media Types and Sizes

Media type:	Sizes supported:	Load up to:
Plain or heavyweight matte paper	• Letter: 8.5 x 11 inches (216 x 279 mm) • A4: 8.27 x 11.69 inches (210 x 297 mm) • Legal: 8.5 x 14 inches (216 x 355.6 mm)	100 sheets
Banner paper	• A4 Banner • Letter Banner	20 sheets
Envelopes	• 9 Envelopes: 3 7/8 x 8 7/8 inches • 10 Envelopes: 4 1/8 x 9 1/2 inches • 6 3/4 Envelopes: 3 1/4 x 6 1/2 inches • 7 3/4 Envelopes: 3 7/8 x 7 1/2 inches • A2 Baronial Envelopes: 111 x 146 mm • B5 Envelopes: 176 x 250 mm • C5 Envelopes: 162 x 229 mm • C6 Envelopes: 114 x 162 mm • DL Envelopes: 110 x 220 mm • Chokei 3 Envelopes: 120 x 235 mm • Chokei 4 Envelopes: 90 x 205 mm • Chokei 40 Envelopes: 90 x 225 mm • Kakugata 3 Envelopes: 216 x 277 mm • Kakugata 4 Envelopes: 197 x 267 mm • Kakugata 5 Envelopes: 190 x 240 mm • Kakugata 6 Envelopes: 162 x 229 mm	10 envelopes
Greeting cards, index cards, postcards, or photo cards	• Photo/Post card: 4 x 6 inches • Index card: 3 x 5 inches	25 cards
Photo/glossy paper	• 8.5 x 11 inches (216 x 279 mm) • A4: 8.27 x 11.69 inches (210 x 297 mm) • 4 x 6 inches (101.6 x 152.4 mm)	25 sheets
Iron-on transfers	• 8.5 x 11 inches (216 x 279 mm) • A4: 8.27 x 11.69 inches (210 x 297 mm)	10 sheets
Transparencies	• 8.5 x 11 inches (216 x 279 mm) • A4: 8.27 x 11.69 inches (210 x 297 mm)	50 transparencies
Custom size paper	The paper must fit the following dimensions: • Width: 3.0 – 8.5 inches (76 – 216 mm) • Length: 5.0 – 17.0 inches (127 – 432 mm)	100 sheets

Cables

Your printer uses a Universal Serial Bus (USB) cable (sold separately).

Copying

- [Copying Documents](#)
- [Copying Photos](#)
- [Copying a Two-Sided Document](#)
- [Making a Duplex Copy](#)
- [Changing Copy Settings](#)

Copying Documents

Using the Operator Panel

1. Turn on the printer.

2. Load the paper. For more information, see [Loading Paper](#).

3. Load your original document. For more information, see [Loading Original Documents](#).

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to the COPY mode, and then press the **Select** button ✔.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll through the submenus and change the settings. For more information, see [Copy Mode](#).

6. Press the **Start** button ▶.

    📝 **NOTE:** If you press the **Start** button ▶ without changing the settings from the submenus, the copy is printed with the current default settings.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Load the paper. For more information, see [Loading Paper](#).

3. Load your original document. For more information, see [Loading Original Documents](#).

4. *In Windows Vista™:*

    a. Click ⊕ **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows® XP or Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

5. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

6. Select the number of copies (1–99), and then specify the color setting from the **Copy** drop-down menu.

7. Click **See More Copy Settings** to customize your copy.

8. After customizing your settings, click **Copy Now**.

Copying Photos

Using the Operator Panel

1. Turn on the printer.

2. Load photo/glossy paper with the print side facing up. For more information, see Loading Paper.

3. Load your original photo on the scanner glass. For more information, see Loading Original Documents.

4. Use the left and right **Arrow** buttons ❬ ❭ to scroll to COPY, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❬ ❭ to scroll to Quality, and then press the **Select** button ✅.

6. Use the left and right **Arrow** buttons ❬ ❭ to scroll to Photo, and then press the **Select** button ✅.

7. Press the **Start** button ▶.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Load photo/glossy paper with the print side facing up. For more information, see Loading Paper.

3. Load your original photo on the scanner glass. For more information, see Loading Original Documents.

4. *In Windows Vista*:

   a. Click 🔵® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

5. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

6. Click **Preview Now**.

7. Adjust the dotted lines to fit around the portion of the image you want to print.

8. Select the number of copies (1–99), and then specify the color settings from the **Copy** drop-down menu.

9. Click **See More Copy Settings** to customize your copy.

10. After customizing your settings, click **Copy Now**.

Copying a Two-Sided Document

1. Load the original document. For more information, see Loading Original Documents.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to COPY, and then press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 2-Sided Copies, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 2-Sided Original, 1-Sided Copy or 2-Sided Original, 2-Sided Copy, and then press the **Select** button ✅.

5. Press the **Start** button ▶.

6. Follow the instructions on your printer display.

Making a Duplex Copy

Your printer comes with a built-in duplex unit that performs duplex copies on your document without the need to manually re-orient the sheets. It picks the paper after printing on one side and feeds it back to the printer to print on the side that is still blank.

NOTE: Use letter-size or A4 plain paper for making duplex copies. You cannot make duplex copies on envelopes, card stock, or photo paper.

1. Load your original document. For more information, see Loading Original Documents.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to COPY, and then press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 2-Sided Copies, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 1-Sided Original, 2-Sided Copy (if you are copying a one-sided document) or 2-Sided Original, 2-Sided Copy (if you are copying a two-sided document), and then press the **Select** button ✅.

5. Press the **Start** button ▶.

Changing Copy Settings

Using the Operator Panel

If you are using your printer as a standalone copier, you can change the copy settings from the **Copy Mode** menus on the operator panel. For more information about settings, see Copy Mode.

Using Your Computer

1. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

3. Select the number of copies (1–99) and color setting from the **Copy** drop-down menu.

4. Click **See More Copy Settings** to:

   - Choose a copy quality.

   - Select the paper size.

   - Select the original document size.

   - Lighten or darken your document.

   - Reduce or enlarge your document.

5. Click the **Advanced** button to change options such as paper size and quality.

6. To make any changes, click the following tabs:

Click this tab:	To:
Print	- Select the paper size and type. - Select borderless printing options. - Select the print quality. - Collate copies. - Print the last page first.
Scan	- Select the color depth and scan resolution. - Auto-crop the scanned image. - Adjust the sensitivity of the auto-crop tool. - Set the size of the area to be scanned.
Image Enhancements	- Straighten images after scan (deskew). - Sharpen your blurry images. - Adjust the brightness of your image. - Adjust the color correction curve (gamma) of your image.
Image Patterns	- Smooth the conversion of a gray image to a black and white dot pattern.

| | Remove image patterns from magazines or newspapers (descreen). |
| | • Reduce the background noise on your color document. |

7. Click **OK**.

8. After customizing your settings, click **Copy Now**.

Appendix

- [Dell Technical Support Policy](#)
- [Contacting Dell](#)
- [Warranty and Return Policy](#)

Dell Technical Support Policy

Technician-assisted technical support requires the cooperation and participation of the customer in the troubleshooting process and provides for restoration of the Operating System, application software and hardware drivers to the original default configuration as shipped from Dell, as well as the verification of appropriate functionality of the printer and all Dell-installed hardware. In addition to this technician assisted technical support, online technical support is available at Dell Support. Additional technical support options may be available for purchase.

Dell provides limited technical support for the printer and any Dell-installed software and peripherals. Support for third-party software and peripherals is provided by the original manufacturer, including those purchased and/or installed through Software & Peripherals (DellWare), ReadyWare, and Custom Factory Integration (CFI/DellPlus).

Contacting Dell

You can access Dell Support at support.dell.com. Select your region on the WELCOME TO DELL SUPPORT page, and fill in the requested details to access help tools and information.

You can contact Dell electronically using the following addresses:

- World Wide Web

  www.dell.com/

  www.dell.com/ap/ (Asian/Pacific countries only)

  www.dell.com/jp/ (Japan only)

  www.euro.dell.com (Europe only)

  www.dell.com/la/ (Latin American and Caribbean countries)

  www.dell.ca (Canada only)

- Anonymous file transfer protocol (FTP)

  ftp.dell.com

  Log in as user: anonymous, and use your email address as your password.

- Electronic Support Service

  mobile_support@us.dell.com

  support@us.dell.com

  la-techsupport@dell.com (Latin America and Caribbean countries only)

  apsupport@dell.com (Asian/Pacific countries only)

  support.jp.dell.com (Japan only)

support.euro.dell.com (Europe only)

- Electronic Quote Service

  apmarketing@dell.com (Asian/Pacific countries only)

  sales_canada@dell.com (Canada only)

Warranty and Return Policy

Dell Inc. ("Dell") manufactures its hardware products from parts and components that are new or equivalent to new in accordance with industry-standard practices. For information about the Dell warranty for your printer, refer to the *Owner's Manual*.

Scanning

- [Scanning Single-Page Documents and Single Photos](#)
- [Scanning Multi-Page Documents Using the ADF](#)
- [Scanning Multiple Photos Into a Single File](#)
- [Scanning a Document or Photo Across a Network](#)
- [Editing Scanned Text Using Optical Character Recognition (OCR)](#)
- [Editing Scanned Images](#)

- [Saving an Image on Your Computer](#)
- [E-Mailing a Scanned Image or Document](#)
- [Resizing Images or Documents](#)
- [Cleaning up Scanned Copies of Newspaper Items](#)
- [Converting Your Photo Collection to Electronic Format](#)
- [Changing Scan Settings](#)

Scanning Single-Page Documents and Single Photos

Using the Operator Panel

1. Turn on your computer and printer, and make sure they are connected. If you want to scan over the network, make sure your printer is connected to the network.

2. Load your original document. For more information, see [Loading Original Documents](#).

   📝 **NOTE:** Do not load postcards, photo cards, photo paper, or small images in the Automatic Document Feeder (ADF). Place these items on the scanner glass.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to SCAN, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Scan To Computer, and then press the **Select** button ✅.

5. *If your printer is connected locally:*

   a. The printer downloads the application list from the computer.

   Use the left and right **Arrow** buttons ❮ ❯ to scroll through the available applications to which your scan can be sent.

   b. When the application you want to use appears on the display, press the **Select** button ✅.

   If your printer is connected to a network:

   📝 **NOTE:** This printer can only be attached to a network using a Dell™ Network Adapter (sold separately).

   a. Use the left and right **Arrow** buttons ❮ ❯ to scroll through the available computers to which your scan can be sent.

   b. When the computer you want to use appears on the display, press the **Select** button ✅.

   c. If the computer has a PIN number associated with it, use the keypad to enter the four-digit PIN.

> **NOTE:** The PIN is not required by default; it is only required if the computer you want to send your scan to has a PIN set. You can view or change the PIN or the name of the computer to which you want to send your scan. For more information, see Setting the Computer Name and PIN.

    d. Press the **Select** button ✓.

6. Press the **Start** button ▶.

The printer scans the page. When the scan is complete, a file is created in the selected application.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see Loading Original Documents.

> **NOTE:** Do not load postcards, photo cards, photo paper, or small images in the Automatic Document Feeder (ADF). Place these items on the scanner glass.

3. *In Windows Vista™:*

    a. Click ⊕® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

In Windows® XP or Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

> **NOTE:** You can also open the Dell All-In-One Center from the operator panel on your printer. When your printer is in **Scan** mode, press the **Start** button ▶. The Dell All-In-One Center opens.

5. From the **Send scanned image to:** drop-down menu, select the program you want to use.

> **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add the program to the list.

6. Click **See More Scan Settings** to customize your scan.

7. After customizing your settings, click **Scan Now**.

Scanning Multi-Page Documents Using the ADF

Using the Operator Panel

1. Turn on your computer and printer, and make sure they are connected. If you are scanning over the network, make

sure your computer is connected to the network.

2. Load your original document into the Automatic Document Feeder (ADF). For more information, see Loading Original Documents.

3. Use the left and right **Arrow** buttons ‹ › to scroll to SCAN, and then press the **Select** button ✓.

4. Use the left and right **Arrow** buttons ‹ › to scroll to Scan To Computer, and then press the **Select** button ✓.

5. *If your printer is connected locally:*

    a. The printer downloads the application list from the computer.

    b. Use the left and right **Arrow** buttons ‹ › to scroll through the available applications to which your scan can be sent.

    c. When the application you want to use appears on the display, press the **Select** button ✓.

    If your printer is connected to a network:

    NOTE: This printer can only be attached to a network using a Dell Network Adapter (sold separately).

    a. Use the left and right **Arrow** buttons ‹ › to scroll through the available computers to which you want your scan to be sent.

    b. When the computer you want to scan to appears on the display, press the **Select** button ✓.

    c. If the computer has a PIN number associated with it, use the keypad to enter the four-digit PIN.

        NOTE: The PIN is not required by default; it is only required if the computer you want to send your scan to has a PIN set. You can view or change the PIN or the name of the computer to which you want to send your scan. For more information, see Setting the Computer Name and PIN.

    d. Press the **Select** button ✓.

6. Press the **Start** button ▶.

    The printer scans all pages loaded in the ADF. When all pages in the ADF are scanned, a single file containing all scanned pages is created in the selected application.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see Loading Original Documents.

3. *In Windows Vista:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP and Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

   > **NOTE:** You can also open the Dell All-In-One Center from the operator panel on your printer. When your printer is in **Scan** mode, press the **Start** button ▶. The Dell All-In-One Center opens.

5. From the **Send scanned image to:** drop-down menu, select the program you want to use.

   > **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add the program to the list.

6. Click **See More Scan Settings** to customize your scan.

7. After customizing your settings, click **Scan Now**.

   The printer scans all pages loaded in the ADF. When all pages in the ADF are scanned, a single file containing all scanned pages is created in the selected application.

Scanning Multiple Photos Into a Single File

> **NOTE:** Some programs do not support multiple-page scanning.

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document on the scanner glass. For more information, see Loading Original Documents.

3. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

   > **NOTE:** You can also open the Dell All-In-One Center from the operator panel on your printer. When your printer is in **Scan** mode, press the **Start** button ▶. The Dell All-In-One Center opens.

5. From the **Send scanned image to:** drop-down menu, select the program you want to use.

   > **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add the program to the list.

6. Click **See More Scan Settings** to customize your scan.

7. Click the **Advanced** button.

   The **Advanced Scan Settings** dialog box opens.

8. On the **Scan** tab, select the **Scan multiple items before output** check box.

9. Click **OK**.

10. After customizing your settings, click **Scan Now**.

11. From the **Save As** dialog box, enter your filename, and then click **Save**.

    After you scan the first page, a **Do you want to scan another page?** dialog appears.

12. Place the next sheet on the scanner glass, and click **Yes**. Repeat until you finish scanning all pages.

13. When the scanning is complete, click **No**.

    When the printer completes scanning the last page or image, a single file containing all scanned pages or images is created in the selected application.

Scanning a Document or Photo Across a Network

1. Turn on your computer and printer, and make sure they are attached to the network.

    NOTE: Dell printers can only be attached to a network using a Dell Network Adapter (sold separately).

2. Load your original document. For more information, see Loading Original Documents.

    NOTE: Do not load postcards, photo cards, photo paper, or small images in the ADF. Place these items on the scanner glass.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to SCAN mode, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Scan To Computer, and then press the **Select** button ✔.

5. Use the left and right **Arrow** buttons ❮ ❯ to choose the computer where you want to send the document or photo, and then press the **Select** button ✔.

    The printer scans the computer for a list of applications where the scan can be opened.

    NOTE: The computer must have the printer software installed. Use the *Drivers and Utilities* CD to install the printer software.

    NOTE: If only one computer is configured to receive scans from the printer, the printer automatically displays the available applications on the computer where the scan can be opened.

6. If the printer asks for a PIN number, enter the four-digit PIN specified for the computer.

    NOTE: The PIN is not required by default; it is only required if the computer you want to send your scan to has a PIN set. You can view or change the PIN or the name of the computer to which you want to send your scan. For more information, see Setting the Computer Name and PIN.

7. Use the left and right **Arrow** buttons ❮ ❯ to choose the application where you want to open the document or photo, and then press the **Select** button ✔.

8. Press the **Start** button ▶ to scan your document or photo.

    The scan opens on the computer and application you selected.

Setting the Computer Name and PIN

You need to specify a name for your computer which you have to select when scanning across a network. If you want to restrict users from sending a scanned document to your computer, set a scan-to-network Personal Identification Number (PIN).

1. *In Windows Vista:*

   a. Click ® **Control Panel**.

   b. Click **Hardware and Sound**.

   c. Click **Printers**.

   In Windows XP, click **Start**® **Control Panel**® **Printers and Other Hardware**® **Printers and Faxes**.

   In Windows 2000, click **Start**® **Settings**® **Printers**.

2. Right-click your printer icon, and then click **Printing Preferences**.

   The **Printing Preferences** dialog opens.

3. From the **Maintenance** tab, click **Network Support**.

   The **Dell Networking Options** dialog box opens.

4. From the **Dell Networking Options** dialog, click **Change your PC name and PIN for network scanning**.

5. Follow the instructions on the screen.

6. When you have specified a computer name or a PIN, click **OK**.

Editing Scanned Text Using Optical Character Recognition (OCR)

OCR software converts a scanned image to editable text within a word-processing program.

NOTE: For customers using Japanese or Simplified Chinese, make sure you have an OCR software installed on your computer. A copy of OCR software is provided with your printer and should have been installed on your computer along with your printer software.

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see Loading Original Documents.

3. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

5. From the **Send scanned images to:** drop-down menu, select the text-editing program you want to use.

   📝 **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add your program to the list.

6. Click **See More Scan Settings** to customize your scan.

7. Click the **Advanced** button.

   The **Advanced Scan Settings** dialog box opens.

8. On the **Scan** tab, ensure the **Convert scanned item to text (OCR)** check box is selected.

9. Click **OK**.

10. After customizing your settings, click **Scan Now**.

    The scanned text opens in the program you selected.

Editing Scanned Images

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see Loading Original Documents.

3. *In Windows Vista:*

   a. Click 🟦® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

5. From the **Send scanned image to:** drop-down menu, select the program you want to use.

   📝 **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add your program to the list.

6. Click **See More Scan Settings** to customize your scan.

7. After customizing your settings, click **Scan Now**.

   When the image has finished processing, it opens in the program you selected.

8. Edit the image using the tools available in your program. You may be able to:

   - Remove red eye

- Crop your image

- Add text to your image

- Adjust the brightness and contrast of your image

For more information, see the documentation that came with your graphics program.

Saving an Image on Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see <u>Loading Original Documents</u>.

3. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

5. From the **Productivity Tools** section, click **Save an image on my computer**.

6. Follow the instructions on your screen to save an image on your computer.

E-Mailing a Scanned Image or Document

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see <u>Loading Original Documents</u>.

3. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

   The **Dell All-In-One Center** opens.

5. From the **Productivity Tools** section, click **E-mail an image or document**.

6. Follow the instructions on the screen to prepare the document for e-mail.

7. Click **Next**.

8. Open your e-mail program, write a note to accompany the attached document, and then send it.

    📝 **NOTE:** See Help in your e-mail program for more information on attaching documents to your e-mail.

Resizing Images or Documents

1. Turn on your computer and printer, and make sure they are connected.

2. Load your original document. For more information, see <u>Loading Original Documents</u>.

3. *In Windows Vista:*

    a. Click 🔵® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP and Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell All-In-One Center**.

    The **Dell All-In-One Center** opens.

5. Click **Preview Now**.

    📝 **NOTE:** If the size of the scan (found in the upper right corner of the preview window) appears in red, you do not have the system resources available to perform the scan at the resolution or size you have selected. To correct this problem, you can either reduce the resolution or the size of your scan area.

6. From the **Productivity Tools** section, select **Enlarge or reduce an image**.

7. Follow the instructions on the screen to select the size of your new image.

8. After customizing your image, click **Scan Now**.

Cleaning up Scanned Copies of Newspaper Items

1. Turn on your computer and printer, and make sure they are connected.

2. Lay the newspaper article or clipping face down onto the scanner glass.

3. *In Windows Vista:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP and Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Click **Dell All-In-One Center**.

    The **Dell All-In-One Center** opens.

5. Click **See More Scan Settings** or **See More Copy Settings**.

6. Click **Advanced**.

    The **Advanced Scan Settings** dialog box opens.

7. On the **Image Patterns** tab, click **Remove image patterns from magazine/newspaper (descreen)**.

8. Select the **Best Quality** or the **Best Speed** option.

9. In the **What was scanned?** drop-down menu, select the type of item you scanned or copied.

10. Click **OK** to save the settings.

11. Scan or copy the item.

Converting Your Photo Collection to Electronic Format

1. Turn on your computer and printer, and make sure they are connected.

2. *In Windows Vista:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

In Windows XP and Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

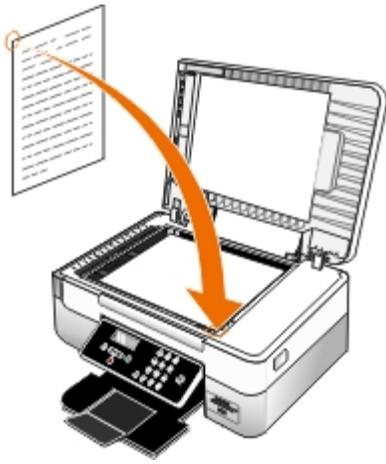3. Click **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

4. From the **Productivity Tools** section, click **MagiChop - Save multiple photos**.

5. Place the photos on the scanner glass, spacing them from each other and from the edge of the glass.

6. Click **Preview the image (required)**.

7. Choose the file location of the images.

8. If you want rotate and renaming options to be available after scanning, select **While saving, provide rotate and rename options**.

9. Click **Scan Now**.

Changing Scan Settings

Using the Operator Panel

You can change the copy settings from the **Scan Mode** menu on the operator panel. For more information about settings, see [Scan Mode](#).

Using Your Computer

1. *In Windows Vista:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

In Windows XP and Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell All-In-One Center**.

The **Dell All-In-One Center** opens.

3. From the **Send scanned images to:** drop down menu, select the program you want to use.

    📝 **NOTE:** If the program you want to use is not listed, select **Search for more** in the drop-down menu. On the next screen, click **Add** to locate and add the program to the list.

4. Click **See More Scan Settings** to:

- Select what kind of document is being scanned.

- Select a scan quality.

5. Click the **Advanced** button to change options such as paper size and quality.

6. To make any changes, click the following tabs:

Click this tab:	To:
Scan	- Choose a color depth. - Select a scan resolution. - Adjust the sensitivity of the auto-crop tool. - Set the area to be scanned. - Use the OCR program to convert scanned items to text. - Indicate that you are scanning multiple items. - Update the list of applications to send scans to. - Update the default fax driver.
Image Enhancements	- Straighten images after scan (deskew). - Sharpen your blurry images. - Adjust the brightness of your image. - Adjust the color correction curve (gamma) of your image.
Image Patterns	- Smooth the conversion of a gray image to a black-and-white dot pattern. - Remove image patterns from magazines or newspapers (descreen). - Reduce the background noise on your color document.

7. Click **OK**.

8. After customizing your settings, click **Scan Now**.

Licensing Notice

🔵 BSD License and Warranty statements

🔵 GNU License

The printer resident software contains:

- Software developed and copyrighted by Dell and/or third parties

- Dell modified software licensed under the provisions of the GNU General Public License version 2 and the GNU Lesser General Public License version 2.1

- Software licensed under the BSD license and warranty statements

- Software based in part on the work of the Independent JPEG Group.

The Dell modified GNU licensed software is free software; you can redistribute it and/or modify it under the terms of the licenses referenced above. These licenses do not provide you any rights to the Dell- or third-party-copyrighted software in this printer.

Since the GNU licensed software that the Dell modifications are based upon is supplied explicitly without warranty, use of the Dell modified version is similarly provided without warranty. See the warranty disclaimers in the referenced licenses for additional details.

BSD License and Warranty statements

Copyright (c) 1991 The Regents of the University of California. All rights reserved.

Redistribution and use in source and binary forms, with or without modification, are permitted provided that the following conditions are met:

1. Redistributions of source code must retain the above copyright notice, this list of conditions and the following disclaimer.

2. Redistributions in binary form must reproduce the above copyright notice, this list of conditions and the following disclaimer in the documentation and/or other materials provided with the distribution.

3. The name of the author may not be used to endorse or promote products derived from this software without specific prior written permission.

THIS SOFTWARE IS PROVIDED BY THE AUTHOR ``AS IS'' AND ANY EXPRESS OR IMPLIED WARRANTIES, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE ARE DISCLAIMED. IN NO EVENT SHALL THE AUTHOR BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL, EXEMPLARY, OR CONSEQUENTIAL DAMAGES (INCLUDING, BUT NOT LIMITED TO, PROCUREMENT OF SUBSTITUTE GOODS OR SERVICES; LOSS OF USE, DATA, OR PROFITS; OR BUSINESS INTERRUPTION) HOWEVER CAUSED AND ON ANY THEORY OF LIABILITY, WHETHER IN CONTRACT, STRICT LIABILITY, OR TORT (INCLUDING NEGLIGENCE OR OTHERWISE) ARISING IN ANY WAY OUT OF THE USE OF THIS SOFTWARE, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGE.

GNU License

GENERAL PUBLIC LICENSE

Version 2, June 1991

Preamble

The licenses for most software are designed to take away your freedom to share and change it. By contrast, the GNU General Public License is intended to guarantee your freedom to share and change free software--to make sure the software is free for all its users. This General Public License applies to most of the Free Software Foundation's software and to any other program whose authors commit to using it. (Some other Free Software Foundation software is covered by the GNU Library General Public License instead.) You can apply it to your programs, too.

When we speak of free software, we are referring to freedom, not price. Our General Public Licenses are designed to make sure that you have the freedom to distribute copies of free software (and charge for this service if you wish), that you receive source code or can get it if you want it, that you can change the software or use pieces of it in new free programs; and that you know you can do these things.

To protect your rights, we need to make restrictions that forbid anyone to deny you these rights or to ask you to surrender the rights. These restrictions translate to certain responsibilities for you if you distribute copies of the software, or if you modify it.

For example, if you distribute copies of such a program, whether gratis or for a fee, you must give the recipients all the rights that you have. You must make sure that they, too, receive or can get the source code. And you must show them these terms so they know their rights.

We protect your rights with two steps: (1) copyright the software, and (2) offer you this license which gives you legal permission to copy, distribute and/or modify the software.

Also, for each author's protection and ours, we want to make certain that everyone understands that there is no warranty for this free software. If the software is modified by someone else and passed on, we want its recipients to know that what they have is not the original, so that any problems introduced by others will not reflect on the original authors' reputations.

Finally, any free program is threatened constantly by software patents. We wish to avoid the danger that redistributors of a free program will individually obtain patent licenses, in effect making the program proprietary. To prevent this, we have made it clear that any patent must be licensed for everyone's free use or not licensed at all.

The precise terms and conditions for copying, distribution and modification follow.

GNU GENERAL PUBLIC LICENSE

TERMS AND CONDITIONS FOR COPYING, DISTRIBUTION AND MODIFICATION

0. This License applies to any program or other work which contains a notice placed by the copyright holder saying it may be distributed under the terms of this General Public License. The "Program", below, refers to any such program or work, and a "work based on the Program" means either the Program or any derivative work under copyright law: that is to say, a work containing the Program or a portion of it, either verbatim or with modifications and/or translated into another language. (Hereinafter, translation is included without limitation in the term "modification".) Each licensee is addressed as "you". Activities other than copying, distribution and modification are not covered by this License; they are outside its scope. The act of running the Program is not restricted, and the output from the Program is covered only if its contents constitute a work based on the Program (independent of having been made by running the Program). Whether that is true depends on what the Program does.

1. You may copy and distribute verbatim copies of the Program's source code as you receive it, in any medium, provided that you conspicuously and appropriately publish on each copy an appropriate copyright notice and disclaimer of warranty; keep intact all the notices that refer to this License and to the absence of any warranty; and give any other recipients of the Program a copy of this License along with the Program.

You may charge a fee for the physical act of transferring a copy, and you may at your option offer warranty protection in exchange for a fee.

2. You may modify your copy or copies of the Program or any portion of it, thus forming a work based on the Program, and copy and distribute such modifications or work under the terms of Section 1 above, provided that you also meet all of these conditions:

a. You must cause the modified files to carry prominent notices stating that you changed the files and the date of any change.

b. You must cause any work that you distribute or publish, that in whole or in part contains or is derived from the Program or any part thereof, to be licensed as a whole at no charge to all third parties under the terms of this License.

c. If the modified program normally reads commands interactively when run, you must cause it, when started running for

such interactive use in the most ordinary way, to print or display an announcement including an appropriate copyright notice and a notice that there is no warranty (or else, saying that you provide a warranty) and that users may redistribute the program under these conditions, and telling the user how to view a copy of this License. (Exception: if the Program itself is interactive but does not normally print such an announcement, your work based on the Program is not required to print an announcement.)

These requirements apply to the modified work as a whole. If identifiable sections of that work are not derived from the Program, and can be reasonably considered independent and separate works in themselves, then this License, and its terms, do not apply to those sections when you distribute them as separate works. But when you distribute the same sections as part of a whole which is a work based on the Program, the distribution of the whole must be on the terms of this License, whose permissions for other licensees extend to the entire whole, and thus to each and every part regardless of who wrote it.

Thus, it is not the intent of this section to claim rights or contest your rights to work written entirely by you; rather, the intent is to exercise the right to control the distribution of derivative or collective works based on the Program.

In addition, mere aggregation of another work not based on the Program with the Program (or with a work based on the Program) on a volume of a storage or distribution medium does not bring the other work under the scope of this License.

3. You may copy and distribute the Program (or a work based on it, under Section 2) in object code or executable form under the terms of Sections 1 and 2 above provided that you also do one of the following:

a. Accompany it with the complete corresponding machine-readable source code, which must be distributed under the terms of Sections 1 and 2 above on a medium customarily used for software interchange; or,

b. Accompany it with a written offer, valid for at least three years, to give any third party, for a charge no more than your cost of physically performing source distribution, a complete machine-readable copy of the corresponding source code, to be distributed under the terms of Sections 1 and 2 above on a medium customarily used for software interchange; or,

c. Accompany it with the information you received as to the offer to distribute corresponding source code. (This alternative is allowed only for noncommercial distribution and only if you received the program in object code or executable form with such an offer, in accord with Subsection b above.)

The source code for a work means the preferred form of the work for making modifications to it. For an executable work, complete source code means all the source code for all modules it contains, plus any associated interface definition files, plus the scripts used to control compilation and installation of the executable. However, as a special exception, the source code distributed need not include anything that is normally distributed (in either source or binary form) with the major components (compiler, kernel, and so on) of the operating system on which the executable runs, unless that component itself accompanies the executable.

If distribution of executable or object code is made by offering access to copy from a designated place, then offering equivalent access to copy the source code from the same place counts as distribution of the source code, even though third parties are not compelled to copy the source along with the object code.

4. You may not copy, modify, sublicense, or distribute the Program except as expressly provided under this License. Any attempt otherwise to copy, modify, sublicense or distribute the Program is void, and will automatically terminate your rights under this License. However, parties who have received copies, or rights, from you under this License will not have their licenses terminated so long as such parties remain in full compliance.

5. You are not required to accept this License, since you have not signed it. However, nothing else grants you permission to modify or distribute the Program or its derivative works. These actions are prohibited by law if you do not accept this License. Therefore, by modifying or distributing the Program (or any work based on the Program), you indicate your acceptance of this License to do so, and all its terms and conditions for copying, distributing or modifying the Program or works based on it.

6. Each time you redistribute the Program (or any work based on the Program), the recipient automatically receives a license from the original licensor to copy, distribute or modify the Program subject to these terms and conditions. You may not impose any further restrictions on the recipients' exercise of the rights granted herein. You are not responsible for enforcing compliance by third parties to this License.

7. If, as a consequence of a court judgment or allegation of patent infringement or for any other reason (not limited to patent issues), conditions are imposed on you (whether by court order, agreement or otherwise) that contradict the conditions of this License, they do not excuse you from the conditions of this License. If you cannot distribute so as to satisfy simultaneously your obligations under this License and any other pertinent obligations, then as a consequence you may not distribute the Program at all. For example, if a patent license would not permit royalty-free redistribution of the Program by all those who receive copies directly or indirectly through you, then the only way you could satisfy both it and this License would be to refrain entirely from distribution of the Program.

If any portion of this section is held invalid or unenforceable under any particular circumstance, the balance of the section is intended to apply and the section as a whole is intended to apply in other circumstances.

It is not the purpose of this section to induce you to infringe any patents or other property right claims or to contest validity of any such claims; this section has the sole purpose of protecting the integrity of the free software distribution system, which

is implemented by public license practices. Many people have made generous contributions to the wide range of software distributed through that system in reliance on consistent application of that system; it is up to the author/donor to decide if he or she is willing to distribute software through any other system and a licensee cannot impose that choice.

This section is intended to make thoroughly clear what is believed to be a consequence of the rest of this License.

8. If the distribution and/or use of the Program is restricted in certain countries either by patents or by copyrighted interfaces, the original copyright holder who places the Program under this License may add an explicit geographical distribution limitation excluding those countries, so that distribution is permitted only in or among countries not thus excluded. In such case, this License incorporates the limitation as if written in the body of this License.

9. The Free Software Foundation may publish revised and/or new versions of the General Public License from time to time. Such new versions will be similar in spirit to the present version, but may differ in detail to address new problems or concerns.

Each version is given a distinguishing version number. If the Program specifies a version number of this License which applies to it and "any later version", you have the option of following the terms and conditions either of that version or of any later version published by the Free Software Foundation. If the Program does not specify a version number of this License, you may choose any version ever published by the Free Software Foundation.

10. If you wish to incorporate parts of the Program into other free programs whose distribution conditions are different, write to the author to ask for permission. For software which is copyrighted by the Free Software Foundation, write to the Free Software Foundation; we sometimes make exceptions for this. Our decision will be guided by the two goals of preserving the free status of all derivatives of our free software and of promoting the sharing and reuse of software generally.

NO WARRANTY

11. BECAUSE THE PROGRAM IS LICENSED FREE OF CHARGE, THERE IS NO WARRANTY FOR THE PROGRAM, TO THE EXTENT PERMITTED BY APPLICABLE LAW. EXCEPT WHEN OTHERWISE STATED IN WRITING THE COPYRIGHT HOLDERS AND/OR OTHER PARTIES PROVIDE THE PROGRAM "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE PROGRAM IS WITH YOU. SHOULD THE PROGRAM PROVE DEFECTIVE, YOU ASSUME THE COST OF ALL NECESSARY SERVICING, REPAIR OR CORRECTION.

12. IN NO EVENT UNLESS REQUIRED BY APPLICABLE LAW OR AGREED TO IN WRITING WILL ANY COPYRIGHT HOLDER, OR ANY OTHER PARTY WHO MAY MODIFY AND/OR REDISTRIBUTE THE PROGRAM AS PERMITTED ABOVE, BE LIABLE TO YOU FOR DAMAGES, INCLUDING ANY GENERAL, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OR INABILITY TO USE THE PROGRAM (INCLUDING BUT NOT LIMITED TO LOSS OF DATA OR DATA BEING RENDERED INACCURATE OR LOSSES SUSTAINED BY YOU OR THIRD PARTIES OR A FAILURE OF THE PROGRAM TO OPERATE WITH ANY OTHER PROGRAMS), EVEN IF SUCH HOLDER OR OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

END OF TERMS AND CONDITIONS

How to Apply These Terms to Your New Programs

If you develop a new program, and you want it to be of the greatest possible use to the public, the best way to achieve this is to make it free software which everyone can redistribute and change under these terms.

To do so, attach the following notices to the program. It is safest to attach them to the start of each source file to most effectively convey the exclusion of warranty; and each file should have at least the "copyright" line and a pointer to where the full notice is found.

1 April 1989

Lexmark International, Inc.

This General Public License does not permit incorporating your program into proprietary programs. If your program is a subroutine library, you may consider it more useful to permit linking proprietary applications with the library. If this is what you want to do, use the GNU Library General Public License instead of this License.

GNU LESSER GENERAL PUBLIC LICENSE

Version 2.1, February 1999

Copyright (C) 1991, 1999 Free Software Foundation, Inc.

59 Temple Place, Suite 330, Boston, MA 02111-1307 USA

Everyone is permitted to copy and distribute verbatim copies of this license document, but changing it is not allowed.

[This is the first released version of the Lesser GPL. It also counts as the successor of the GNU Library Public License, version 2, hence the version number 2.1.]

Preamble

The licenses for most software are designed to take away your freedom to share and change it. By contrast, the GNU General Public Licenses are intended to guarantee your freedom to share and change free software--to make sure the software is free for all its users.

This license, the Lesser General Public License, applies to some specially designated software packages--typically libraries--of the Free Software Foundation and other authors who decide to use it. You can use it too, but we suggest you first think carefully about whether this license or the ordinary General Public License is the better strategy to use in any particular case, based on the explanations below.

When we speak of free software, we are referring to freedom of use, not price. Our General Public Licenses are designed to make sure that you have the freedom to distribute copies of free software (and charge for this service if you wish); that you receive source code or can get it if you want it; that you can change the software and use pieces of it in new free programs; and that you are informed that you can do these things.

To protect your rights, we need to make restrictions that forbid distributors to deny you these rights or to ask you to surrender these rights. These restrictions translate to certain responsibilities for you if you distribute copies of the library or if you modify it.

For example, if you distribute copies of the library, whether gratis or for a fee, you must give the recipients all the rights that we gave you. You must make sure that they, too, receive or can get the source code. If you link other code with the library, you must provide complete object files to the recipients, so that they can relink them with the library after making changes to the library and recompiling it. And you must show them these terms so they know their rights.

We protect your rights with a two-step method: (1) we copyright the library, and (2) we offer you this license, which gives you legal permission to copy, distribute and/or modify the library.

To protect each distributor, we want to make it very clear that there is no warranty for the free library. Also, if the library is modified by someone else and passed on, the recipients should know that what they have is not the original version, so that the original author's reputation will not be affected by problems that might be introduced by others.

Finally, software patents pose a constant threat to the existence of any free program. We wish to make sure that a company cannot effectively restrict the users of a free program by obtaining a restrictive license from a patent holder. Therefore, we insist that any patent license obtained for a version of the library must be consistent with the full freedom of use specified in this license.

Most GNU software, including some libraries, is covered by the ordinary GNU General Public License. This license, the GNU Lesser General Public License, applies to certain designated libraries, and is quite different from the ordinary General Public License. We use this license for certain libraries in order to permit linking those libraries into non-free programs.

When a program is linked with a library, whether statically or using a shared library, the combination of the two is legally speaking a combined work, a derivative of the original library. The ordinary General Public License therefore permits such linking only if the entire combination fits its criteria of freedom. The Lesser General Public License permits more lax criteria for linking other code with the library.

We call this license the "Lesser" General Public License because it does Less to protect the user's freedom than the ordinary General Public License. It also provides other free software developers Less of an advantage over competing non-free programs. These disadvantages are the reason we use the ordinary General Public License for many libraries. However, the Lesser license provides advantages in certain special circumstances.

For example, on rare occasions, there may be a special need to encourage the widest possible use of a certain library, so that it becomes a de-facto standard. To achieve this, non-free programs must be allowed to use the library. A more frequent case is that a free library does the same job as widely used non-free libraries. In this case, there is little to gain by limiting the free library to free software only, so we use the Lesser General Public License.

In other cases, permission to use a particular library in non-free programs enables a greater number of people to use a large body of free software. For example, permission to use the GNU C Library in non-free programs enables many more people to use the whole GNU operating system, as well as its variant, the GNU/Linux operating system.

Although the Lesser General Public License is Less protective of the users' freedom, it does ensure that the user of a program that is linked with the Library has the freedom and the wherewithal to run that program using a modified version of the Library.

The precise terms and conditions for copying, distribution and modification follow. Pay close attention to the difference between a "work based on the library" and a "work that uses the library". The former contains code derived from the library, whereas the latter must be combined with the library in order to run.

GNU LESSER GENERAL PUBLIC LICENSE

TERMS AND CONDITIONS FOR COPYING, DISTRIBUTION AND MODIFICATION

0. This License Agreement applies to any software library or other program which contains a notice placed by the copyright holder or other authorized party saying it may be distributed under the terms of this Lesser General Public License (also called "this License"). Each licensee is addressed as "you".

A "library" means a collection of software functions and/or data prepared so as to be conveniently linked with application programs (which use some of those functions and data) to form executables.

The "Library", below, refers to any such software library or work which has been distributed under these terms. A "work based on the Library" means either the Library or any derivative work under copyright law: that is to say, a work containing the Library or a portion of it, either verbatim or with modifications and/or translated straightforwardly into another language. (Hereinafter, translation is included without limitation in the term "modification".)

"Source code" for a work means the preferred form of the work for making modifications to it. For a library, complete source code means all the source code for all modules it contains, plus any associated interface definition files, plus the scripts used to control compilation and installation of the library.

Activities other than copying, distribution and modification are not covered by this License; they are outside its scope. The act of running a program using the Library is not restricted, and output from such a program is covered only if its contents constitute a work based on the Library (independent of the use of the Library in a tool for writing it). Whether that is true depends on what the Library does and what the program that uses the Library does.

1. You may copy and distribute verbatim copies of the Library's complete source code as you receive it, in any medium, provided that you conspicuously and appropriately publish on each copy an appropriate copyright notice and disclaimer of warranty; keep intact all the notices that refer to this License and to the absence of any warranty; and distribute a copy of this License along with the Library.

You may charge a fee for the physical act of transferring a copy, and you may at your option offer warranty protection in exchange for a fee.

2. You may modify your copy or copies of the Library or any portion of it, thus forming a work based on the Library, and copy and distribute such modifications or work under the terms of Section 1 above, provided that you also meet all of these conditions:

a. The modified work must itself be a software library.

b. You must cause the files modified to carry prominent notices stating that you changed the files and the date of any change.

c. You must cause the whole of the work to be licensed at no charge to all third parties under the terms of this License.

d. If a facility in the modified Library refers to a function or a table of data to be supplied by an application program that uses the facility, other than as an argument passed when the facility is invoked, then you must make a good faith effort to ensure that, in the event an application does not supply such function or table, the facility still operates, and performs whatever part of its purpose remains meaningful.

(For example, a function in a library to compute square roots has a purpose that is entirely well-defined independent of the application. Therefore, Subsection 2d requires that any application-supplied function or table used by this function must be optional: if the application does not supply it, the square root function must still compute square roots.)

These requirements apply to the modified work as a whole. If identifiable sections of that work are not derived from the Library, and can be reasonably considered independent and separate works in themselves, then this License, and its terms, do not apply to those sections when you distribute them as separate works. But when you distribute the same sections as part of a whole which is a work based on the Library, the distribution of the whole must be on the terms of this License, whose permissions for other licensees extend to the entire whole, and thus to each and every part regardless of who wrote it.

Thus, it is not the intent of this section to claim rights or contest your rights to work written entirely by you; rather, the intent is to exercise the right to control the distribution of derivative or collective works based on the Library.

In addition, mere aggregation of another work not based on the Library with the Library (or with a work based on the Library) on a volume of a storage or distribution medium does not bring the other work under the scope of this License.

3. You may opt to apply the terms of the ordinary GNU General Public License instead of this License to a given copy of the Library. To do this, you must alter all the notices that refer to this License, so that they refer to the ordinary GNU General Public License, version 2, instead of to this License. (If a newer version than version 2 of the ordinary GNU General Public License has appeared, then you can specify that version instead if you wish.) Do not make any other change in these notices.

Once this change is made in a given copy, it is irreversible for that copy, so the ordinary GNU General Public License applies to all subsequent copies and derivative works made from that copy.

This option is useful when you wish to copy part of the code of the Library into a program that is not a library.

4. You may copy and distribute the Library (or a portion or derivative of it, under Section 2) in object code or executable form

under the terms of Sections 1 and 2 above provided that you accompany it with the complete corresponding machine-readable source code, which must be distributed under the terms of Sections 1 and 2 above on a medium customarily used for software interchange.

If distribution of object code is made by offering access to copy from a designated place, then offering equivalent access to copy the source code from the same place satisfies the requirement to distribute the source code, even though third parties are not compelled to copy the source along with the object code.

5. A program that contains no derivative of any portion of the Library, but is designed to work with the Library by being compiled or linked with it, is called a "work that uses the Library". Such a work, in isolation, is not a derivative work of the Library, and therefore falls outside the scope of this License.

However, linking a "work that uses the Library" with the Library creates an executable that is a derivative of the Library (because it contains portions of the Library), rather than a "work that uses the library". The executable is therefore covered by this License. Section 6 states terms for distribution of such executables.

When a "work that uses the Library" uses material from a header file that is part of the Library, the object code for the work may be a derivative work of the Library even though the source code is not. Whether this is true is especially significant if the work can be linked without the Library, or if the work is itself a library. The threshold for this to be true is not precisely defined by law.

If such an object file uses only numerical parameters, data structure layouts and accessors, and small macros and small inline functions (ten lines or less in length), then the use of the object file is unrestricted, regardless of whether it is legally a derivative work. (Executables containing this object code plus portions of the Library will still fall under Section 6.)

Otherwise, if the work is a derivative of the Library, you may distribute the object code for the work under the terms of Section 6. Any executables containing that work also fall under Section 6, whether or not they are linked directly with the Library itself.

6. As an exception to the Sections above, you may also combine or link a "work that uses the Library" with the Library to produce a work containing portions of the Library, and distribute that work under terms of your choice, provided that the terms permit modification of the work for the customer's own use and reverse engineering for debugging such modifications.

You must give prominent notice with each copy of the work that the Library is used in it and that the Library and its use are covered by this License. You must supply a copy of this License. If the work during execution displays copyright notices, you must include the copyright notice for the Library among them, as well as a reference directing the user to the copy of this License. Also, you must do one of these things:

a. Accompany the work with the complete corresponding machine-readable source code for the Library including whatever changes were used in the work (which must be distributed under Sections 1 and 2 above); and, if the work is an executable linked with the Library, with the complete machine-readable "work that uses the Library", as object code and/or source code, so that the user can modify the Library and then relink to produce a modified executable containing the modified Library. (It is understood that the user who changes the contents of definitions files in the Library will not necessarily be able to recompile the application to use the modified definitions.)

b. Use a suitable shared library mechanism for linking with the Library. A suitable mechanism is one that (1) uses at run time a copy of the library already present on the user's computer system, rather than copying library functions into the executable, and (2) will operate properly with a modified version of the library, if the user installs one, as long as the modified version is interface-compatible with the version that the work was made with.

c. Accompany the work with a written offer, valid for at least three years, to give the same user the materials specified in Subsection 6a, above, for a charge no more than the cost of performing this distribution.

d. If distribution of the work is made by offering access to copy from a designated place, offer equivalent access to copy the above specified materials from the same place.

e. Verify that the user has already received a copy of these materials or that you have already sent this user a copy.

For an executable, the required form of the "work that uses the Library" must include any data and utility programs needed for reproducing the executable from it. However, as a special exception, the materials to be distributed need not include anything that is normally distributed (in either source or binary form) with the major components (compiler, kernel, and so on) of the operating system on which the executable runs, unless that component itself accompanies the executable.

It may happen that this requirement contradicts the license restrictions of other proprietary libraries that do not normally accompany the operating system. Such a contradiction means you cannot use both them and the Library together in an executable that you distribute.

7. You may place library facilities that are a work based on the Library side-by-side in a single library together with other library facilities not covered by this License, and distribute such a combined library, provided that the separate distribution of the work based on the Library and of the other library facilities is otherwise permitted, and provided that you do these two things:

a. Accompany the combined library with a copy of the same work based on the Library, uncombined with any other library facilities. This must be distributed under the terms of the Sections above.

b. Give prominent notice with the combined library of the fact that part of it is a work based on the Library, and explaining where to find the accompanying uncombined form of the same work.

8. You may not copy, modify, sublicense, link with, or distribute the Library except as expressly provided under this License. Any attempt otherwise to copy, modify, sublicense, link with, or distribute the Library is void, and will automatically terminate your rights under this License. However, parties who have received copies, or rights, from you under this License will not have their licenses terminated so long as such parties remain in full compliance.

9. You are not required to accept this License, since you have not signed it. However, nothing else grants you permission to modify or distribute the Library or its derivative works. These actions are prohibited by law if you do not accept this License. Therefore, by modifying or distributing the Library (or any work based on the Library), you indicate your acceptance of this License to do so, and all its terms and conditions for copying, distributing or modifying the Library or works based on it.

10. Each time you redistribute the Library (or any work based on the Library), the recipient automatically receives a license from the original licensor to copy, distribute, link with or modify the Library subject to these terms and conditions. You may not impose any further restrictions on the recipients' exercise of the rights granted herein. You are not responsible for enforcing compliance by third parties with this License.

11. If, as a consequence of a court judgment or allegation of patent infringement or for any other reason (not limited to patent issues), conditions are imposed on you (whether by court order, agreement or otherwise) that contradict the conditions of this License, they do not excuse you from the conditions of this License. If you cannot distribute so as to satisfy simultaneously your obligations under this License and any other pertinent obligations, then as a consequence you may not distribute the Library at all. For example, if a patent license would not permit royalty-free redistribution of the Library by all those who receive copies directly or indirectly through you, then the only way you could satisfy both it and this License would be to refrain entirely from distribution of the Library.

If any portion of this section is held invalid or unenforceable under any particular circumstance, the balance of the section is intended to apply, and the section as a whole is intended to apply in other circumstances.

It is not the purpose of this section to induce you to infringe any patents or other property right claims or to contest validity of any such claims; this section has the sole purpose of protecting the integrity of the free software distribution system which is implemented by public license practices. Many people have made generous contributions to the wide range of software distributed through that system in reliance on consistent application of that system; it is up to the author/donor to decide if he or she is willing to distribute software through any other system and a licensee cannot impose that choice.

This section is intended to make thoroughly clear what is believed to be a consequence of the rest of this License.

12. If the distribution and/or use of the Library is restricted in certain countries either by patents or by copyrighted interfaces, the original copyright holder who places the Library under this License may add an explicit geographical distribution limitation excluding those countries, so that distribution is permitted only in or among countries not thus excluded. In such case, this License incorporates the limitation as if written in the body of this License.

13. The Free Software Foundation may publish revised and/or new versions of the Lesser General Public License from time to time. Such new versions will be similar in spirit to the present version, but may differ in detail to address new problems or concerns. Each version is given a distinguishing version number. If the Library specifies a version number of this License which applies to it and "any later version", you have the option of following the terms and conditions either of that version or of any later version published by the Free Software Foundation. If the Library does not specify a license version number, you may choose any version ever published by the Free Software Foundation.

14. If you wish to incorporate parts of the Library into other free programs whose distribution conditions are incompatible with these, write to the author to ask for permission. For software which is copyrighted by the Free Software Foundation, write to the Free Software Foundation; we sometimes make exceptions for this. Our decision will be guided by the two goals of preserving the free status of all derivatives of our free software and of promoting the sharing and reuse of software generally.

NO WARRANTY

15. BECAUSE THE LIBRARY IS LICENSED FREE OF CHARGE, THERE IS NO WARRANTY FOR THE LIBRARY, TO THE EXTENT PERMITTED BY APPLICABLE LAW. EXCEPT WHEN OTHERWISE STATED IN WRITING THE COPYRIGHT HOLDERS AND/OR OTHER PARTIES PROVIDE THE LIBRARY "AS IS" WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESSED OR IMPLIED, INCLUDING, BUT NOT LIMITED TO, THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE ENTIRE RISK AS TO THE QUALITY AND PERFORMANCE OF THE LIBRARY IS WITH YOU. SHOULD THE LIBRARY PROVE DEFECTIVE, YOU ASSUME THE COST OF ALL NECESSARY SERVICING, REPAIR OR CORRECTION.

16. IN NO EVENT UNLESS REQUIRED BY APPLICABLE LAW OR AGREED TO IN WRITING WILL ANY COPYRIGHT HOLDER, OR ANY OTHER PARTY WHO MAY MODIFY AND/OR REDISTRIBUTE THE LIBRARY AS PERMITTED ABOVE, BE LIABLE TO YOU FOR DAMAGES, INCLUDING ANY GENERAL, SPECIAL, INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF THE USE OR INABILITY TO USE THE LIBRARY (INCLUDING BUT NOT LIMITED TO LOSS OF DATA OR DATA BEING RENDERED INACCURATE OR LOSSES SUSTAINED BY YOU OR THIRD PARTIES OR A FAILURE OF THE LIBRARY TO OPERATE WITH ANY OTHER

SOFTWARE), EVEN IF SUCH HOLDER OR OTHER PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

END OF TERMS AND CONDITIONS

How to Apply These Terms to Your New Libraries

If you develop a new library, and you want it to be of the greatest possible use to the public, we recommend making it free software that everyone can redistribute and change. You can do so by permitting redistribution under these terms (or, alternatively, under the terms of the ordinary General Public License).

To apply these terms, attach the following notices to the library. It is safest to attach them to the start of each source file to most effectively convey the exclusion of warranty; and each file should have at least the "copyright" line and a pointer to where the full notice is found.

1 April 1990

Lexmark International, Inc.

That's all there is to it!

Faxing

- [Setting Up the Printer With External Devices](#)

- [Sending a Fax](#)

- [Receiving a Fax](#)

- [Changing the Fax Setup](#)

- [Using Speed Dial](#)

- [Blocking Faxes](#)

- [Creating Fax Activity Report](#)

You can use your printer to send and receive faxes without having to connect to a computer.

In addition, the Dell™ Fax Solutions Software is bundled in the *Drivers and Utilities* CD and should have been installed when you installed your printer software. You can also use this faxing software to send and receive faxes. For more information, see [Using the Dell Fax Solutions Software](#).

The following table provides details on the printer equipment (some are optional) that will enable you to perform fax functions.

| Equipment	Benefits	See this section
- printer - phone cord (provided)	Make copies and send and receive faxes without the use of a computer.	[Connecting Directly to a Telephone Wall Jack](#)
- printer - telephone (sold separately) - two phone cords (one provided)	- Use the fax line as a normal telephone line. - Set up your printer wherever your telephone is. - Make copies and send and receive faxes without the use of a computer.	[Connecting to a Telephone](#)
- printer - telephone (sold separately) - answering machine (sold separately) - three phone cords (one provided)	Receive both incoming voice messages and faxes.	[Connecting to an Answering Machine](#)
- printer - telephone (sold separately) - computer modem (sold separately) - three phone cords (one provided) - USB cable (sold separately)	Increase the number of phone connection outlets.	[Connecting to a Computer Modem](#)

Setting Up the Printer With External Devices

Connecting Directly to a Telephone Wall Jack
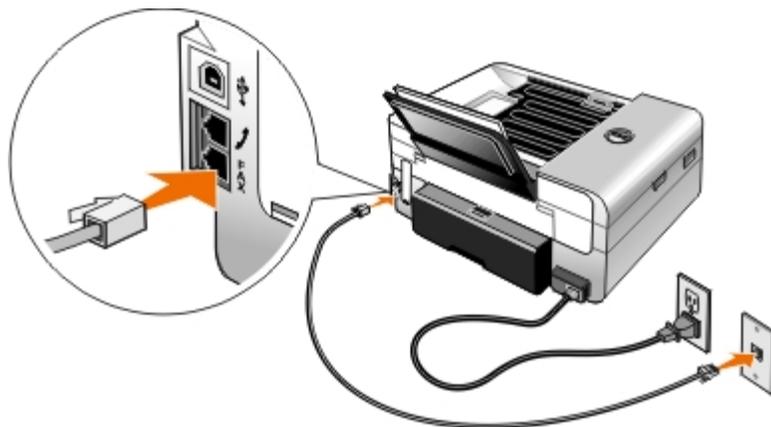
1. Connect one end of the phone cord to the FAX connector (⦂—lower connector).

2. Connect the other end of the phone cord to an active telephone wall jack.
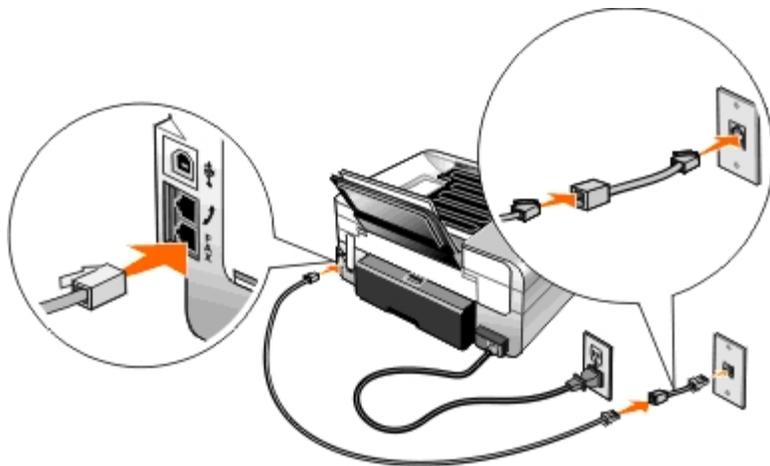
Connecting to a Telephone
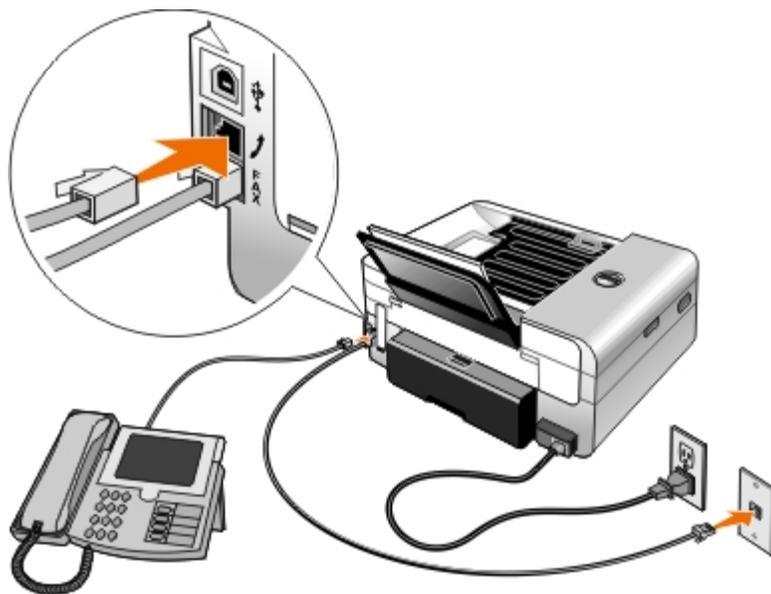
1. Connect a phone cord from the FAX connector (⦂—lower connector) on the printer to an active telephone wall jack.

2. Remove the blue protective plug from the PHONE jack connector (🕽—middle connector).

3. Connect a phone cord from the telephone to the PHONE jack connector (🕽—middle connector).

NOTE: If phone communication is serial in your country (such as Germany, Sweden, Denmark, Austria, Belgium, Italy, France, and Switzerland), remove the blue plug from the PHONE jack connector (🕽—middle connector), and insert the supplied yellow terminator for your fax to work correctly. You will not be able to use this port for additional devices in these countries.

What if I have a Digital Subscriber Line (DSL)?

DSL delivers digital data to a computer through a telephone line. Your printer is designed to work with analog data. If you are faxing over a telephone line connected to a DSL modem, install a DSL filter to avoid interference with the analog fax modem signal.

NOTE: Integrated Services Digital Network (ISDN) and cable modems are not fax modems and are not supported for faxing.

1. Connect the DSL filter to an active telephone line.

2. Connect the printer directly to the output on the DSL filter.

   NOTE: Do not install any splitters between the DSL filter and the printer. Contact your DSL service provider if you need more help.

Connecting to an Answering Machine

1. Connect a phone cord from the FAX connector (⌷—lower connector) on the printer to an active telephone wall jack.

2. Remove the blue protective plug from the PHONE jack connector (⌷—middle connector).

3. Connect a phone cord from the answering machine to a telephone.

4. Connect a phone cord from the answering machine to the PHONE jack connector (⌷—middle connector).

   NOTE: If phone communication is serial in your country (such as Germany, Sweden, Denmark, Austria, Belgium, Italy, France, and Switzerland), you must remove the blue plug from the PHONE jack connector (⌷—middle connector), and insert the supplied yellow terminator for your fax to work correctly. You will not be able to use this port for additional devices in these countries.

5. From the operator panel or the Dell Fax Setup Utility, set the printer to answer fax calls after five rings.

   From the operator panel:

   a. Use the left or right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅ twice.

   b. Use the left or right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅.

   c. Use the left or right **Arrow** buttons ❮ ❯ to scroll to Ringing and Answering, and then press the **Select** button ✅.

d. Use the left or right **Arrow** buttons ❮ ❯ to scroll to `Answer Fax When`, and then press the **Select** button ✅.

e. Use the left or right **Arrow** buttons ❮ ❯ to scroll to `After 5 Rings`, and then press the **Select** button ✅ to save the setting.

From the Dell Fax Setup Utility:

a. *In Windows Vista™:*

1. Click ⊕ ® **Programs**.

2. Click **Dell Printers**.

3. Click **Dell AIO Printer 948**.

In Windows® XP or Windows 2000:

Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

b. Select **Dell Fax Setup Utility**.

The **Dell Fax Setup Wizard Query** dialog box opens.

c. Click **No**.

The **Dell Fax Setup Utility** dialog box opens.

d. Click the **Ringing and Answering** tab.

e. From the **Pick up on the** drop down menu, select **5 rings**.

f. Click **OK**.

A confirmation dialog box opens.

g. Click **OK** to overwrite the fax settings on your printer.

h. Click **Close**.

6. On your answering machine, set the number of rings to automatically answer the phone to **3 or fewer**. For more information, see the documentation that came with your answering machine.

📝 **NOTE:** This setup only works if the **Auto Answer** setting is set to **On** (factory default setting) or **Scheduled**. For more information, see Changing the Fax Setup.

Connecting to a Computer Modem
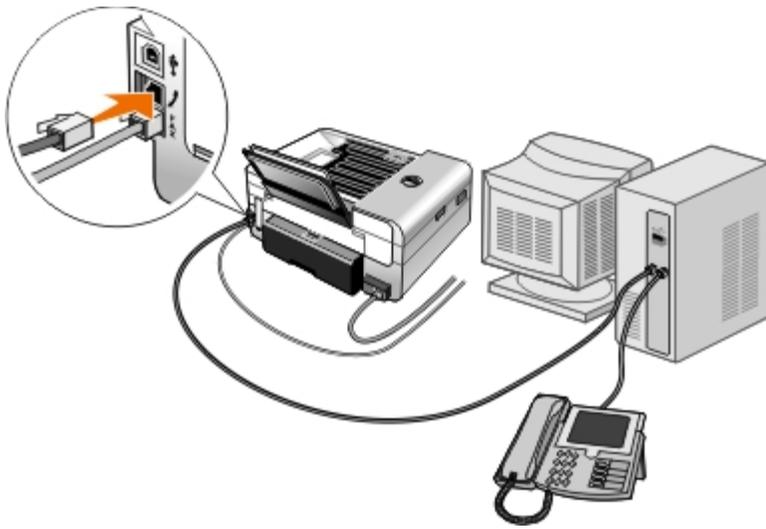
1. Connect a phone cord from the FAX connector (📞—lower connector) on the printer to an active telephone wall jack.

2. Remove the blue protective plug from the PHONE jack connector (📞—middle connector).

3. Connect a phone cord from the computer modem to the PHONE jack connector (📞—middle connector).

4. Connect a phone cord from the computer modem to a telephone.

> ✎ **NOTE:** If phone communication is serial in your country (such as Germany, Sweden, Denmark, Austria, Belgium, Italy, France, and Switzerland), you must remove the blue plug from the PHONE jack connector (📞—middle connector), and insert the supplied yellow terminator for your fax to work correctly. You will not be able to use this port for additional devices in these countries.

Sending a Fax

Sending a Quick Fax

Using the Operator Panel

1. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

2. Load the original document. For more information, see Loading Original Documents.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✔.

4. Use the keypad to enter a fax number or a speed dial number.

5. Press the **Start** button ▶.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. Load the original document. For more information, see [Loading Original Documents](#).

4. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows® XP or Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

5. Select **Dell Fax Solutions**.

   The **Dell Fax Solutions Software** dialog box opens.

6. Click **Send a new fax**.

7. Follow the instructions on your computer screen to send a fax.

Entering a Fax Number

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons to scroll to FAX, and then press the **Select** button .

2. Using the keypad, enter a fax number.

    NOTE: If you've entered a number by mistake, press the left **Arrow** button to delete the number.

Task	Method
Sending to a fax number	Use the keypad to enter a number. You can enter a maximum of 64 digits in a fax number.

Sending a fax to an entry in the Phone Book	• Enter the number that corresponds to the speed dial number of the contact.
	• Use the **Phone Book** menu.
	  a. Use the left and right **Arrow** buttons to scroll to FAX, and then press the **Select** button.
	  b. From the Enter Fax Number display, press the **Select** button.
	  c. Use the left and right **Arrow** buttons to scroll to Phone Book, and then press the **Select** button.
	  d. Use the left and right **Arrow** buttons to scroll to View, and then press the **Select** button.
	  e. Use the left and right **Arrow** buttons to scroll to the name or number you want to send the fax to.

Sending a fax to an extension number	Press the asterisk (*) and pound (#) signs, and then use the keypad to enter the extension number.
Sending a fax to an outside line	Set a dial prefix: a. Use the left and right **Arrow** buttons to scroll to FAX, and then press the **Select** button.

	b. From the Enter Fax Number display, press the **Select** button ✅.
	c. Use the left and right **Arrow** buttons ‹ › to scroll to Fax Setup, and then press the **Select** button ✅.
	d. Use the left and right **Arrow** buttons ‹ › to scroll to Dialing and Sending, and then press the **Select** button ✅.
	e. Use the left and right **Arrow** buttons ‹ › to scroll to Dial Prefix, and then press the **Select** button ✅.
	f. Use the left and right **Arrow** buttons ‹ › to scroll to Create, and then press the **Select** button ✅.
	NOTE: If you are changing the dial prefix, scroll to the prefix previously entered, and then press the **Select** button ✅. Use the left **Arrow** button ‹ to delete the saved prefix.
	g. Use the keypad to enter the dial prefix. You can enter a maximum of eight digits for the prefix.
	h. Press the **Select** button ✅.
Dialing a fax extension while listening to a telephone line (On Hook)	Dial an additional 0 for a two-digit extension or an additional 00 for a one-digit extension. For example, to dial extension 12, enter 120. If the extension is 2, enter 200.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. Load the original document. For more information, see Loading Original Documents.

4. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows® XP or Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

5. Select **Dell Fax Solutions**.

   The **Dell Fax Solutions Software** dialog box opens.

6. Click **Send a new fax**.

   The **Send fax** dialog box opens.

7. Enter the contact information for the recipient into the Name, Company, and Fax Number fields, or click **Select a recipient from phonebook** to add existing contacts to the recipient list.

8. If you want to add the new contact to the phonebook, click **Add this recipient to phonebook**.

9. If you want to send the fax to more than one recipient, click **Add another recipient**.

a. Enter the contact information for the next recipient into the Name, Company, and Fax Number fields, or click **Select a recipient from phonebook** to add existing contacts to the recipient list.

b. If you want to add the new contact to the phonebook, click **Add this recipient to phonebook**.

c. If you manually enter the contact information, click **Add** to add the contact to the Recipients list.

d. To make changes to the Recipients information, select the recipient, and then click **Edit**.

e. To remove the contact from the Recipients list, select the recipient, and then click **Remove**.

f. Repeat step a through step e until your Recipients list is complete.

10. Click **Next**.

11. Follow the instructions on your computer screen to send a fax.

Sending Advanced Faxes

Using the Operator Panel

If you are using your printer as a standalone fax machine, you can use the various Fax submenus to customize your outgoing faxes. From the Fax Menu, you can:

- Send a delayed fax

- Send faxes using your Speed Dial list

- Manage your phonebook to send faxes to individuals or groups

- Create and print a fax history

- Create and print a fax report

For more information, see Fax Mode.

Using Your Computer

Use the Dell Fax Solutions Software to take advantage of advanced fax features. In addition to basic faxing, the Dell Fax Solutions Software also allows you to:

- Send a delayed fax

- Send electronic files and paper documents in a single fax operation

- Send faxes using your Speed Dial list

- Manage your phonebook to easily send faxes to individuals or groups

- Personalize and store various cover pages

- Create and print a fax history

- Create and print a fax report

For more information, see Using the Dell Fax Solutions Software.

1. *In Windows Vista:*

    a. Click ⊛ **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

In Windows XP and Windows 2000:

Click **Start**⊛ **Programs** or **All Programs**⊛ **Dell Printers**⊛ **Dell AIO Printer 948**.

2. Click **Dell Fax Solutions**.

   The **Dell Fax Solutions Software** dialog box opens.

3. Click the appropriate links on the **Dell Fax Solutions Software** dialog box to accomplish your task.

4. Follow the instructions on the computer screen.

Sending a Fax Through an Automated Answering System

Some companies have automated answering systems that require you to respond to a series of questions to route you to the department you wish to call. After answering the questions by pressing the appropriate buttons, you eventually get connected to the proper department. To send a fax to a company that employs automated answering systems to answer their calls, set up your printer for On Hook dialing.

1. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

2. Load the original document facing down on the scanner glass. For more information, see Loading Original Documents.

3. From the operator panel, use the left and right **Arrow** buttons ‹ › to scroll to FAX, and then press the **Select** button ✔.

4. Use the left and right **Arrow** buttons ‹ › to scroll to On Hook Dial, and then press the **Select** button ✔.

5. Press the **Select** button ✔ again to activate On Hook Dial.

6. Using the keypad, dial the telephone number of the company.

7. Using the keypad, navigate through the automated answering system.

8. When you hear the fax tone, press the **Start** button ▶ to begin sending your fax.

   To cancel the fax job, press the **Cancel** button ✖ on your printer.

Receiving a Fax

Receiving a Fax Automatically

The printer automatically receives and prints any incoming faxes without any necessary intervention from you.

Make sure:

Your printer is on, and is properly set up to send and receive faxes. For more information, see [Setting Up the Printer With External Devices](#).

- **Auto Answer** is turned **On** (which is the factory default setting) or is set to **Scheduled**.

To check your Auto Answer settings:

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✓ twice.

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✓.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Ringing and Answering, and then press the **Select** button ✓.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Auto Answer, and then press the **Select** button ✓.

5. *If you always want the printer to automatically answer the phone when it rings and receive the fax,* use the left and right **Arrow** buttons ❮ ❯ to scroll to On.

   If you want to schedule a timeframe during which the printer answers the phone when it rings, use the left and right **Arrow** buttons ❮ ❯ to scroll to Scheduled, and then use the keypad to specify the times you want to turn **Auto Answer** on and off.

   NOTE: If you have your printer connected to an answering machine and **Auto Answer** is turned on, the answering machine answers the call. If a fax tone is detected, the answering machine is disconnected and the printer receives the fax. If a fax tone is not detected, the answering machine completes the call.

Receiving a Fax Manually

You can turn the Auto Answer feature off if you wish to control the faxes that you receive. This is useful if you do not want to receive unsolicited faxes, if you rarely receive faxes, or if it is expensive to use faxes in your area.

1. Make sure your printer is on, and is properly set up to send and receive faxes. For more information, see [Setting Up the Printer With External Devices](#).

2. Turn **Auto Answer** off.

   a. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✓ twice.

   b. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✓.

   c. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Ringing and Answering, and then press the **Select** button ✓.

   d. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Auto Answer, and then press the **Select** button ✓.

   e. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Off, and then press the **Select** button ✓.

3. When there is an incoming fax, press the **Start** button ▶ , or enter DELL# (3355#) on the keypad to accept the incoming fax.

Printing a Long Fax

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅ .

2. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅ .

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Printing, and then press the **Select** button ✅ .

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fit Fax to Page, and then press the **Select** button ✅ .

5. Use the left and right **Arrow** buttons ❮ ❯ to choose an option.

6. Press the **Select** button ✅ to save the setting.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. *In Windows Vista:*

    a. Click ® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP or Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

    The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

    The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Fax Printing/Reports** tab.

7. From the **If fax is too big** field, choose an option.

8. Click **OK**.

    A confirmation dialog box opens.

9. Click **OK** to overwrite the fax settings on your printer.

10. Click **Close**.

Printing a Fax on Both Sides of the Page

Using the Operator Panel

1. From the main menu, use the left or right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅.

2. From the **Enter Fax Number** display, press the **Select** button ✅.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Printing, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 2-Sided Fax Print, and then press the **Select** button ✅.

6. Use the left and right **Arrow** buttons ❮ ❯ to scroll to 2-Sided Print, and then press the **Select** button ✅.

Using the Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. *In Windows Vista:*

    a. Click 🔵® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP or Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

    The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

    The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Fax Printing/Reports** tab.

7. From the **2-sided print** field, choose **Print duplex**.

8. Click **OK**.

    A confirmation dialog box opens.

9. Click **OK** to overwrite the fax settings on your printer.

10. Click **Close**.

Changing the Fax Setup

Using the Operator Panel

If you are using your printer as a standalone fax machine, you can change the fax settings from the **Fax Setup** menu. Changes made on the **Fax Setup** menu are permanent and are applicable to all fax jobs. For more information, see Fax Setup Menu.

Using the Computer

You can access the **Fax Setup Utility** if you want to configure the printer's fax settings from your computer.

1. For *Windows Vista*:

   a. Click 🔵® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   For Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Select **Dell Fax Setup Utility**.

   The **Dell Fax Setup Utility Wizard Query** dialog box opens.

3. If you want to use the Fax Setup Utility Wizard to set up your printer for faxing, click **Yes**. The **Fax Setup Utility Wizard Welcome** dialog box opens.

   If you want to manually adjust your fax settings, click **No**. The **Dell Fax Setup Utility** dialog box opens.

On this tab:	You can:
Dialing and Sending	- Specify a dial method. - Enter a dial prefix. - Set the dial volume. - Enter your fax number and your name. - Specify the number of times you want the machine to redial and the time between those attempts if the fax cannot be sent on the first try. - Choose whether to scan the entire document before or after dialing the number. - Specify a maximum send speed and a print quality for outgoing faxes. - Convert the fax automatically to be compatible with the receiving fax machine regardless of the send settings.
Ringing and Answering	- Specify the number of rings before the machine receives the incoming fax. **NOTE:** The number of rings set on the answering machine must always be less than the number of rings set on the printer. - Specify a distinctive ring if your phone line has distinctive ring service activated. - Set the ring volume. - Choose whether to use error correction. - Choose a Caller ID pattern (1 if telephones in your country have a detection pattern using FSK or 2 if telephones in your country have a detection pattern using DTMF). The Caller ID detection pattern is determined by the country or region you selected during initial setup. If phones in your country use two detection patterns, call your telecommunications company to know which pattern it subscribes to. - Specify a manual answer code. The default code is **DELL# (3355#)**. - Choose whether you want to answer incoming faxes automatically or at a scheduled time. - Specify the time when incoming faxes are answered automatically.

	• Select whether you want to forward a fax, or print it and then forward it. • Specify a fax number to which faxes are forwarded. • Manage blocked faxes.
Fax Printing/Reports	• Choose to automatically resize oversize faxes so they print on one page, or keep the oversized fax to scale and print on two pages. • Choose whether you want to print a footer (date, time, and page number) on each page. • If an optional second paper tray is installed, choose from which tray the printer picks paper. Choose **Auto** if you want the printer to pick the paper that matches the size of the incoming fax. • If an optional duplex is installed, choose if you want to print on both sides of the page. • Specify when to print a fax activity report. • Specify when you want to print a fax confirmation.
Speed Dial	Add to, create, or edit the speed dial or group dial speed dial lists.
Cover Page	• Specify if you want to send a cover page for outgoing faxes. • Edit or update the information that will appear on your cover page. • Choose a priority for your outgoing fax. • Include a short message.

Using Speed Dial

To make sending faxes easier, you can assign a speed dial number to 89 individual contacts and 10 groups that can hold up to 30 phone numbers each.

Creating a Speed or Group Dial List

Using Your Operator Panel

Adding an Entry to the Speed Dial List

1. From the main menu, use the left and right **Arrow** buttons to scroll to FAX, and then press the **Select** button .

2. From the **Enter Fax Number** display, press the **Select** button .

3. Use the left and right **Arrow** buttons to scroll to Phone Book, and then press the **Select** button .

4. Use the left and right **Arrow** buttons to scroll to Add, and then press the **Select** button .

5. Use the keypad to enter a fax number and a name, and then press the **Select** button .

   NOTE: The lowest possible speed dial number is automatically assigned to this contact. You cannot change the speed dial number.

Adding an Entry to the Group Dial List

1. From the main menu, use the left and right **Arrow** buttons to scroll to FAX, and then press the **Select** button .

2. From the **Enter Fax Number** display, press the **Select** button .

3. Use the left and right **Arrow** buttons ❬ ❭ to scroll to `Phone Book`, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❬ ❭ to scroll to `Add`, and then press the **Select** button ✅.

5. Press the left **Arrow** button ❬ to scroll to `Group Fax`, and then press the **Select** button ✅.

6. Use the keypad to add a fax number to the group, and then press the **Select** button ✅.

7. From the `Enter another #?` display, use the left and right **Arrow** buttons ❬ ❭ to scroll to `Yes`, and then press the **Select** button ✅ to add another number.

8. When you finish adding numbers to the Group Dial list, use the left and right **Arrow** buttons ❬ ❭ to scroll to `No`, and then press the **Select** button ✅.

9. Use the keypad to enter your group name, and then press the **Select** button ✅.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. *In Windows Vista:*

   a. Click 🔵® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP or Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

   The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

   The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Speed Dial** tab.

7. To add a new entry to your Speed Dial list, click on an available number from 1 to 89, and enter the fax number and name of your new contact.

   To add a new group entry to your Group Dial list, click on an available number from 90 to 99. A smaller group list appears below the main Speed Dial list. Enter the fax numbers and names of your new group entry.

8. To add contacts from your phonebook, click **Select from phonebook**.

   The **Select from phonebook** dialog box opens.

   a. Select a contact from your phonebook.

b. If you want to add the contact to your list, click on an available number on the Speed or Group Dial Settings section.

   If you want to overwrite an existing entry on your list, click on the entry you want to change.

c. Click **Add to or change list**.

d. After adding phonebook entries to your Speed or Group Dial list, click **OK** to return to the Speed Dial tab.

9. Click **OK**.

   A confirmation dialog box appears.

10. Click **OK** to overwrite the settings on your printer.

11. Click **Close**.

Using a Speed or Group Dial List

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅.

2. From the **Enter Fax Number** display, use the keypad to enter the two-digit speed dial or group dial number.

3. To enter another speed dial or group dial number, press ✅. Follow the instructions on the display.

4. Press the **Start** button ▶ to start sending your fax.

📝 **NOTE:** When you are entering numbers, if you only enter two numbers and an entry corresponds to this number, the printer assumes you are entering a speed dial entry. If the number you entered does not correspond to any entry in the Phone Book, the printer assumes you are entering an extension number.

Blocking Faxes

Creating a Blocked Fax List

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅.

2. From the **Enter Fax Number** display, press the **Select** button ✅.

3. From the Fax menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Blocking, and then press the **Select** button ✅.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Add, and then press the **Select** button ✅.

6. Use the keypad to enter a fax number, and then press the **Select** button ✅.

7. Use the keypad to specify a name, and then press the **Select** button .

> ✏️ **NOTE:** The lowest possible blocked fax number is automatically assigned to this contact. You cannot change the blocked fax number.

8. When prompted to enter another number, press the left or right **Arrow** button ‹ › to scroll to the options, and then press the **Select** button .

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see Setting Up the Printer With External Devices.

3. *In Windows Vista:*

   a. Click ⊕® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP or Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

   The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

   The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Ringing and Answering** tab.

7. Click **Manage Blocked Faxes**.

   The **Manage Blocked Faxes** dialog box opens.

8. Enter the fax numbers that you want to block on the list.

9. Click **OK** to return to the Ringing and Answering tab.

10. Click **OK**.

    A confirmation dialog box opens.

11. Click **OK** to overwrite the fax settings on your printer.

12. Click **Close**.

Turning on Fax Blocking

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and then press the **Select** button ✅ .

2. From the **Enter Fax Number** display, press the **Select** button ✅ .

3. From the Fax menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and then press the **Select** button ✅ .

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Blocking, and then press the **Select** button ✅ .

5. Use the left and right **Arrow** buttons ❮ ❯ to choose Turn On/Off, and then press the **Select** button ✅ .

6. Use the left and right **Arrow** buttons ❮ ❯ to choose On, and then press the **Select** button ✅ .

If the printer detects a fax from one of the numbers on the Blocked Fax List, the transmission is disconnected.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see <u>Setting Up the Printer With External Devices</u>.

3. *In Windows Vista:*

    a. Click 🔵® **Programs**.

    b. Click **Dell Printers**.

    c. Click **Dell AIO Printer 948**.

    In Windows XP or Windows 2000:

    Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

    The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

    The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Ringing and Answering** tab.

7. Click **Manage Blocked Faxes**.

    The **Manage Blocked Faxes** dialog box opens.

8. Select **Enable fax blocking**.

9. Click **OK** to return to the Ringing and Answering tab.

10. Click **OK**.

    A confirmation dialog box opens.

11. Click **OK** to overwrite the fax settings on your printer.

12. Click **Close**.

Blocking Faxes Without Caller ID

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons ❮ ❯ to scroll to FAX, and press the **Select** ✓ button.

2. From the **Enter Fax Number** display, press the **Select** ✓ button.

3. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Setup, and press the **Select** ✓ button.

4. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Fax Blocking, and press the **Select** ✓ button.

5. Use the left and right **Arrow** buttons ❮ ❯ to scroll to Block No-ID, and press the **Select** ✓ button.

6. Use the left and right **Arrow** buttons ❮ ❯ to scroll to On, and press the **Select** ✓ button.

   If the printer detects a fax from a machine without Caller ID, the transmission is disconnected.

Using Your Computer

1. Turn on your computer and printer, and make sure they are connected.

2. Make sure your printer is properly set up to send and receive faxes. For more information, see [Setting Up the Printer With External Devices](#).

3. *In Windows Vista:*

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP or Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

4. Select **Dell Fax Setup Utility**.

   The **Dell Fax Setup Wizard Query** dialog box opens.

5. Click **No**.

   The **Dell Fax Setup Utility** dialog box opens.

6. Click the **Ringing and Answering** tab.

7. Click **Manage Blocked Faxes**.

   The **Manage Blocked Faxes** dialog box opens.

8. Select **Always block faxes from senders missing a valid Caller ID**.

9. Click **OK** to return to the Ringing and Answering tab.

10. Click **OK**.

   A confirmation dialog box opens.

11. Click **OK** to overwrite the fax settings on your printer.

12. Click **Close**.

Creating Fax Activity Report

Using the Operator Panel

1. From the main menu, use the left and right **Arrow** buttons 〈 〉 to scroll to FAX, and then press the **Select** button ✓ .

2. From the **Enter Fax Number** display, press the **Select** button ✓ .

3. From the main menu, use the left and right **Arrow** buttons 〈 〉 to scroll to Fax Setup, and then press the **Select** button ✓ .

4. From the main menu, use the left and right **Arrow** buttons 〈 〉 to scroll to Reports, and then press the **Select** button ✓ .

5. From the **Reports** menu, you can view or print your fax activity.

Using the Computer

1. *In Windows Vista*:

   a. Click ® **Programs**.

   b. Click **Dell Printers**.

   c. Click **Dell AIO Printer 948**.

   In Windows XP and Windows 2000:

   Click **Start**® **Programs** or **All Programs**® **Dell Printers**® **Dell AIO Printer 948**.

2. Click **Dell Fax Solutions**.

   The **Dell Fax Solutions Software** dialog box opens.

3. Click **Print Activity Report**.

4. From the **Display** drop-down menu, select which faxes you would like to print a report.

5. Select a date range for your report.

6. Click the **Print** icon in the upper-left corner of the dialog box to print the fax report.