

Dell™ Laser Multi-Function Printer 1125 User's Guide

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Model MFP 1125

Order Toner Cartridges




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

Canada	877-501-4803
Colombia	01800-9-155676
Mexico	866-851-1754
Puerto Rico	866-851-1760
Trinidad and Tobago	1-800-805-8035
United States	877-INK-2-YOU

 **NOTE:** If your country is not listed, contact your Dell distributor to order supplies.

Toner cartridge	Part number
1,000 page toner	XP092
2,000 page toner	XP407
Drum	TU031

Notes, Notices, and Cautions

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

Dell™ Multi-Function Printer 1125 User's Guide

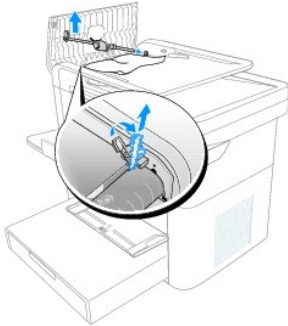
- [Clearing Jams in the ADF](#)
 - [Clearing Jams in the Paper Paths](#)
 - [Clearing LCD Error Messages](#)
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Clearing Jams in the ADF

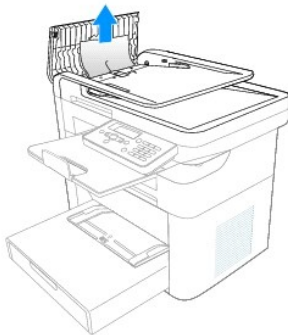
When a document jams while passing through the Automatic Document Feeder (ADF), ADF Paper Jam appears on the display.

 **NOTE:** To prevent document jams, use the scanner glass for thick, thin or mixed documents.

1. Remove the remaining documents from the ADF.
2. Open the ADF cover and remove the roller as shown.



3. Remove the document by gently pulling it out.



4. Replace the roller and close the ADF cover. Then reload the document into the ADF.
-

Clearing Jams in the Paper Paths

When a paper jam occurs, a location specific message appears on the LCD display. See the table below to locate and clear the paper jam.

Operator Panel Message	Location of Jam	Go to
Feed area paper jam Clear Paper Jam	Paper tray	Paper Feed Jam
Fuser area paper jam	Fuser area	Fuser Area Jam

Clear Paper Jam		
Drum area paper jam Clear Paper Jam	Drum area	Drum Area Jam

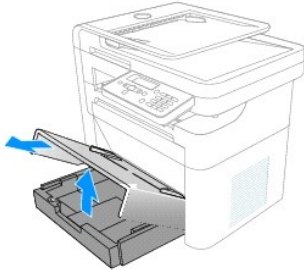
To avoid tearing the paper, pull the jammed paper out gently and slowly. Follow the steps below to clear jams.

Paper Feed Jam

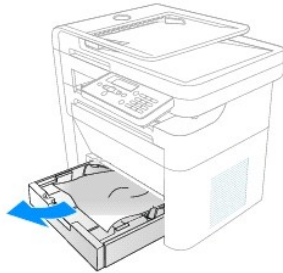
1. Open and close the front cover. The jammed paper automatically exits the printer.

If the paper does not exit, go to the next step.

2. Remove the paper tray cover.



3. Remove the paper by gently pulling it straight out.



If you cannot see the paper or the paper does not move when pulled, check the fuser area. For more information, see [Fuser Area Jam](#).

4. Insert the paper tray into the printer until it snaps into place.

Printing automatically resumes.

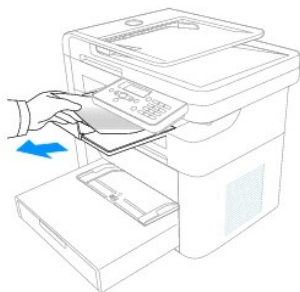
Fuser Area Jam

⚠ CAUTION: The fuser area is hot. Allow a reasonable amount of cooling time to elapse before opening the rear cover.

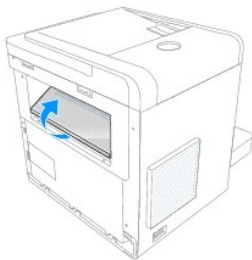
1. Open and close the front cover. The jammed paper automatically exits the printer.

If the paper does not exit, go to the next step.

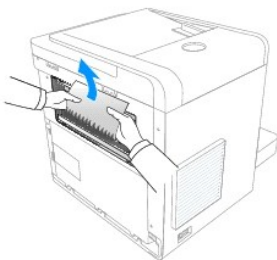
2. Gently pull the paper out of the output tray.



3. If you cannot see the paper in the output tray or the paper does not move when pulled, open the rear cover.



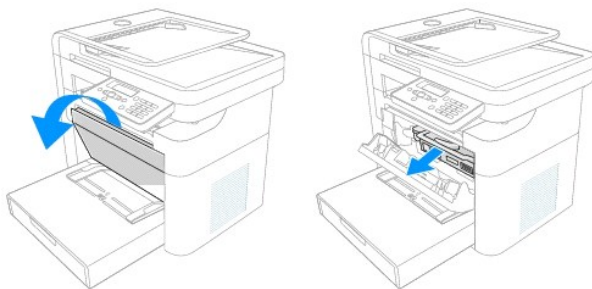
4. Pull the jammed paper out directly upward, to avoid tearing the paper on the rear paper guide parts.



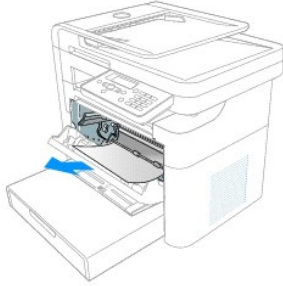
5. Close the rear cover.
6. Open and close the front cover.
Printing automatically resumes.

Drum Area Jam

1. Open the front cover and lightly pull the toner cartridge straight out.



2. Remove the paper by gently pulling it straight out.



3. Replace the toner cartridge and close the front cover.

Printing automatically resumes.

Tips for Avoiding Paper Jams

By selecting the correct paper types, most paper jams can be avoided. When a paper jam occurs, follow the steps outlined in [Clearing Jams in the Paper Paths](#).

- 1 Follow the procedures in [Loading Print Media in the Paper Tray](#). Ensure that the adjustable guides are correctly positioned.
- 1 Do not overload the paper tray. Ensure that the paper is below the paper capacity mark on the inside wall of the paper tray.
- 1 Do not remove the paper from the tray while your printer is printing.
- 1 Flex, fan, and straighten the paper before loading.
- 1 Do not use creased, damp, or curled paper.
- 1 Do not mix paper types in the paper tray.
- 1 Use only recommended print media. See [Recommended Paper](#).
- 1 Ensure that the recommended print side of print media is facing down in the paper tray and facing up in the bypass tray.
- 1 Ensure that the duplex unit is installed correctly.

Clearing LCD Error Messages

The following table lists error messages that the LCD may display.

 **NOTE:** The Status Monitor displays the same errors but in a different format, though the cause and solution are identical. See [Using the Dell MFP 1125 Status Monitor](#) for more information.

Display	Likely cause	Suggested solutions
Tray error Reinsert Input tray	Paper tray not installed.	Install paper tray.
Engine Comms Error	Printer engine may be damaged or connection faulty.	Restart printer. If message reappears, call Dell.
No Paper Add Paper	No paper in trays.	Insert paper. (see Loading Print Media in the Paper Tray)
Paper Jam Fuser Area	Paper jam in fuser area.	Remove jam (see Fuser Area Jam).
Paper Jam Drum Area	Paper jam in drum area.	Remove jam (see Fuser Area Jam).
Paper Jam Feeder Area	Paper jam in feeder area.	Remove jam (see Paper Feed Jam).
Toner Low	Toner 75% depleted.	Toner almost empty. Prepare replacement toner.
Toner Empty	Toner 95% depleted.	Replace toner (see Replacing the Toner Cartridge).
Invalid Toner/ No Toner Found	Incorrect or empty toner installed.	Install new Dell™ genuine toner cartridge(see Replacing the Toner Cartridge).
Drum Life Exceeded	The drum life is depleted.	Replace drum cartridge(see Replacing the Drum Cartridge).

Cover Open	Front cover is open.	Close front cover.
Cover Open - Rear Cover	Rear Cover is open.	Close rear cover.
Paper Size Error	Paper size mismatch.	Insert correct paper size.
Paper jam ADF area	Paper jam in ADF.	Clear jam (see Clearing Jams in the ADF).
Scanner module error	Unspecified scanner error.	Restart printer.
Scan Memory Full	Scanning attempted while no memory available.	Wait for current print/fax job to complete and retry.
Fax TX Error	No tone or comms error.	Check connections and try again.
Fax RX Error Check telephone cable	Fax comms error.	Check connections and try again.
Dial Fail	Dial failed.	Try again.
Memory Full	Attempted to send a fax while the system is printing a job.	Scanning is stopped and display shows whether or not operator want to start transmission of correctly scanned pages or abort transmission.
Memory Full	Attempted to receive a fax while the system is doing a scan job with 1200dpi.	Reception is stopped and transmitter may result in Comm. Error. Operator must release memory space by clearing printer error for further reception.
Fax Jobs Full	Attempted to enter a new delay fax when the delay fax list is full.	Release some fax jobs and retry.
Group No. is assigned	Attempted to add a new group when the number has already been assigned.	Select an alternate number or delete and replace an existing number.
This Speed Num is Assigned	Attempted to add a new speed dial no. when the number has already been assigned	Select an alternate number or delete and replace an existing number.
No. not Assigned	Attempted to input a speed dial number which has not been assigned.	Select an alternate number or create speed dial entry and retry.

Troubleshooting

The following chart lists some conditions that may occur and the recommended solutions. Follow the suggested solutions until the problem is corrected. If the problem persists, contact Dell.

Paper Feeding Problems

Condition	Suggested solutions
Paper in the output tray is misaligned or falls out from the output tray.	<ul style="list-style-type: none"> 1 Please check the media packaging for the correct preferred printing side or turn the paper in the input tray over. For more information, see the instructions on the media packaging.
Paper is jammed during printing.	<ul style="list-style-type: none"> 1 Clear the paper jam. See Clearing Jams in the Paper Paths.
Paper sticks together.	<ul style="list-style-type: none"> 1 Ensure that there is not too much paper in the paper tray. The paper tray can hold up to 250 sheets of paper, depending on the thickness of your paper. 1 Make sure that you are using the correct type of paper. See Recommended Paper. 1 Remove paper from the paper tray and flex or fan the paper. 1 Humid conditions may cause some paper to stick together.
Multiple sheets of paper do not feed.	<ul style="list-style-type: none"> 1 Different types of paper may be stacked in the paper tray. Load paper of only one type, size and weight. 1 If multiple sheets have caused a paper jam, clear the paper jam. See Clearing Jams in the Paper Paths.
Paper does not feed into the printer.	<ul style="list-style-type: none"> 1 Remove any obstructions from inside the printer. See Cleaning the Interior. 1 Paper has not been loaded correctly. Remove paper from the tray and reload it correctly. 1 There is too much paper in the paper tray. Remove excess paper from the tray. 1 The paper is too thick. Use only paper that meets the specifications required by the printer. See Recommended Paper.
The paper keeps jamming.	<ul style="list-style-type: none"> 1 Make sure that the correct paper size is selected. See Setting the Paper Size. 1 An incorrect type of paper is being used. Use only paper that meets the specifications required by the printer. See Recommended Paper. 1 There may be debris inside the printer. Open the front cover and remove the debris.
Transparencies stick together in the paper exit.	<ul style="list-style-type: none"> 1 Use only the transparencies specifically designed for a laser printer. Remove each transparency as it exits from the printer.

Envelopes skew or fail to feed correctly.	1 Ensure that the paper guides are against both sides of the envelopes.
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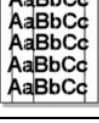
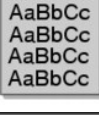

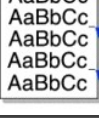

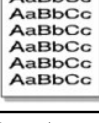
Printing Problems

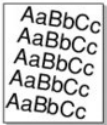
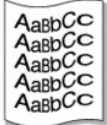
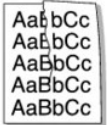
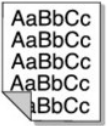



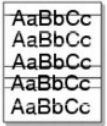
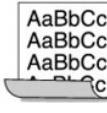
Condition	Possible cause	Suggested solutions
The printer does not print.	The printer is not receiving power.	Check the power cord connections. Check the power switch and the power source.
	The printer is not selected as the default printer.	Select Multi-Function Printer 1125 as your default printer in your Windows. Click Start → Settings → Printers . Right-click the Multi-Function Printer 1125 printer icon and select Set as Default Printer .
	Check the printer for the following:	The front or rear cover is not closed. <ul style="list-style-type: none"> 1 Paper is jammed. 1 No paper is loaded. 1 The toner cartridge is not installed. If a printer system error occurs, contact your service representative.
	The connection cable between the computer and the printer is not connected properly.	Disconnect the printer cable and reconnect it.
	The connection cable between the computer and the printer is defective.	If possible, attach the cable to another computer that is working properly and print a job. You can also try using a different printer cable.
	The printer may be configured incorrectly.	Check the printer properties to ensure that all of the print settings are correct.
	The printer driver may be incorrectly installed.	Remove the printer driver and then reinstall it; see Uninstalling Software and Installing Software in Windows respectively.
	The printer is malfunctioning.	Check the display message on the operator panel to see if the printer is indicating a system error.
The printer selects print media from the wrong paper source.	The paper source selection in the printer properties may be incorrect.	For many software applications, the paper source selection is found under the Paper tab within the printer properties. Select the correct paper source. See Paper Tab .
A print job is extremely slow.	The job may be very complex.	Reduce the complexity of the page or try adjusting the print quality settings. The maximum print speed of your printer is 27 PPM for Letter-sized paper.
	If you are using Windows 98/Me, the Spooling Setting may be set incorrectly.	Click Start → Settings → Printers . Right-click the Multi-Function Printer 1125 printer icon, click Properties → Details → Spool Settings . Select the desired spool setting.
Half the page is blank.	The page orientation setting may be incorrect.	Change the page orientation in your application. See Layout Tab .
	The paper size and the paper size settings do not match.	Ensure that the paper size in the printer driver settings matches the paper in the tray.
The printer prints, but the text is wrong, garbled, or incomplete.	The printer cable is loose or defective.	Disconnect the printer cable and reconnect. Try a print job that you have already printed successfully. If possible, attach the cable and the printer to another computer and try a print job that you know works. Finally, try a new printer cable.
	The wrong printer driver was selected.	Check the application's printer selection menu to ensure that your printer is selected.
	The software application is malfunctioning.	Try printing a job from another application.
	The operating system is malfunctioning.	Exit Windows and reboot the computer. Power the printer off and then back on again.
Pages print, but are blank.	The toner cartridge is defective or out of toner.	Thoroughly shake the toner. See Redistributing Toner . If necessary, replace the toner cartridge.
	The file may have blank pages.	Check the file to ensure that it does not contain blank pages.
	Some parts, such as the controller or the board, may be defective.	Contact a service representative.
The illustrations print incorrectly in Adobe Illustrator.	The setting in the software application is wrong.	Print the document by selecting Download as Bit Image in the Advanced Options window of the Graphics properties.

Printing Quality Problems

The inside of the printer may be dirty or improper paper loading may reduce the print quality. See the table below to clear the problem.

Condition	Suggested solutions
Light or faded print	If a vertical white streak or faded area appears on the page:

	<ul style="list-style-type: none"> 1 The toner supply is low. You may be able to temporarily extend the toner cartridge life. See Redistributing Toner. If this does not improve the print quality, install a new toner cartridge. 1 The paper may not meet paper specifications; for example, the paper is too moist or too rough. See Recommended Paper. 1 If the entire page is light, the print resolution setting is too low or the toner save mode is on. Adjust the print resolution and turn the toner save mode off. See Graphics Tab. 1 A combination of faded or smeared defects may indicate that the toner cartridge needs cleaning. See Cleaning the Interior. 1 The surface of the LSU part inside the printer may be dirty. Clean the LSU (see Cleaning the Interior).
<p>Toner specks</p> 	<ul style="list-style-type: none"> 1 The paper may not meet specifications; for example, the paper is too moist or too rough. See Recommended Paper. 1 The transfer roller may be dirty. Clean the inside of your printer. See Cleaning the Interior. 1 The paper path may need cleaning. See Maintaining the Drum Cartridge.
<p>Dropouts</p> 	<p>If faded areas, generally rounded, occur randomly on the page:</p> <ul style="list-style-type: none"> 1 A single sheet of paper may be defective. Try reprinting the job. 1 The moisture content of the paper is uneven or the paper has moist spots on its surface. Try a different brand of paper. See Recommended Paper. 1 The paper lot is bad. The manufacturing process can cause some areas to reject toner. Try a different kind or brand of paper. 1 The toner cartridge may be defective. See Vertical repetitive defects. 1 If these steps do not correct the problems, contact a service representative.
<p>Vertical lines</p> 	<ul style="list-style-type: none"> 1 If black vertical streaks appear on the page, the drum inside the toner cartridge has probably been scratched. Install a new toner cartridge. See Replacing the Toner Cartridge. 1 If white vertical streaks appear on the page, the surface of the LSU part inside the printer may be dirty. Clean the LSU (see Cleaning the Interior).
<p>Gray background</p> 	<p>If the amount of background shading becomes unacceptable:</p> <ul style="list-style-type: none"> 1 Change to lighter weight pages. See Recommended Paper. 1 Check the printer's environment: very dry (low humidity) or high humidity (higher than 80% RH) conditions can increase the amount of background shading. 1 Remove the old toner cartridge and install a new one. See Replacing the Toner Cartridge.
<p>Toner smear</p> 	<ul style="list-style-type: none"> 1 Clean the inside of the printer. See Cleaning the Interior. 1 Check the paper type and quality. See Recommended Paper. 1 Remove the toner cartridge and install a new one. See Replacing the Toner Cartridge.
<p>Vertical repetitive defects</p> 	<p>If marks repeatedly appear on the printed side of the page at even intervals:</p> <ul style="list-style-type: none"> 1 The toner cartridge may be damaged. If a repetitive mark occurs on the page, print a cleaning sheet several times to clean the cartridge; see Maintaining the Drum Cartridge. After the printout, if you still have the same problems, install a new toner cartridge. See Replacing the Toner Cartridge. 1 Parts of the printer may have toner on them. If the defects occur on the back of the page, the problem will likely correct itself after a few more pages. 1 The fusing assembly may be damaged. Contact a service representative.
<p>Background scatter</p> 	<p>Background scatter results from bits of toner distributed on the printed page.</p> <ul style="list-style-type: none"> 1 The paper may be too damp. Try printing with a different batch of paper. Do not open packages of paper until necessary so that the paper does not absorb too much moisture. 1 If background scatter occurs on an envelope, change the printing layout to avoid printing over areas that have overlapping seams on the reverse side. Printing on seams can cause problems. 1 If background scatter covers the entire surface area of a printed page, adjust the print resolution through your software application or the printer properties.
<p>Misformed characters</p> 	<ul style="list-style-type: none"> 1 If characters are improperly formed and produce hollow images, the paper stock may be too slick. Try a different paper. See Recommended Paper. 1 If characters are improperly formed and produce a wavy effect, the scanner unit may need service. For service, contact a service representative.
<p>Page skew</p>	<ul style="list-style-type: none"> 1 Ensure that the paper is loaded properly.

	<ul style="list-style-type: none"> 1 Check the paper type and quality. See Recommended Paper. 1 Ensure that the paper or other material is loaded correctly and the guides are not too tight or too loose against the paper stack.
<p>Curl or wave</p> 	<ul style="list-style-type: none"> 1 Ensure that the paper is loaded properly. 1 Check the paper type and quality. Both high temperatures and humidity can cause paper curl. See Recommended Paper. 1 Turn over the stack of paper in the paper tray. Also try rotating the paper 180° in the paper tray. 1 Try printing to the rear cover.
<p>Wrinkles or creases</p> 	<ul style="list-style-type: none"> 1 Ensure that the paper is loaded properly. 1 Check the paper type and quality. See Recommended Paper. 1 Turn over the stack of paper in the paper tray. Also try rotating the paper 180° in the paper tray. 1 Try printing to the rear cover.
<p>Back of printouts are dirty</p> 	<p>Check for leaks in the toner. Clean the inside of the printer. See Cleaning the Interior.</p>
<p>Black pages</p> 	<ul style="list-style-type: none"> 1 The toner cartridge may not be installed properly. Remove the cartridge and reinsert. 1 The toner cartridge may be defective and need replacing. Install a new toner cartridge. See Replacing the Toner Cartridge. 1 The printer may require repair. Contact a service representative.
<p>Loose toner</p> 	<ul style="list-style-type: none"> 1 Clean the inside of the printer. See Cleaning the Interior. 1 Check the paper type and quality. See Recommended Paper. 1 Install a new toner cartridge. See Replacing the Toner Cartridge. 1 If the problem persists, the printer may require repair. Contact a service representative.
<p>Character voids</p> 	<p>Character voids have white areas where they should be solid black:</p> <ul style="list-style-type: none"> 1 If you are using transparencies, try another type of transparency. Because of the composition of the transparency, some character voids are normal. 1 You may be printing on the wrong surface of the paper. Turn over the stack of paper in the paper tray. 1 The paper may not meet paper specifications. See Recommended Paper.
<p>Horizontal stripes</p> 	<p>If horizontally aligned black streaks or smears appear:</p> <ul style="list-style-type: none"> 1 The toner cartridge may be installed improperly. Remove the toner cartridge and reinsert. 1 The toner cartridge may be defective. Install a new toner cartridge. See Replacing the Toner Cartridge. 1 If the problem persists, the printer may require repair. Contact a service representative.
<p>Curl</p> 	<p>If the printed paper is curled or the paper does not feed into the printer:</p> <ul style="list-style-type: none"> 1 Turn over the stack of paper in the paper tray. Also try rotating the paper 180° in the paper tray. 1 Try printing to other rear cover.

Fax Problems

Condition	Suggested solutions
The printer is not working, there is no display and the buttons are not working.	<ul style="list-style-type: none"> 1 Unplug the power cord and plug it in again. 1 Ensure that there is power to the electrical receptacle.
No dial tone sounds.	<ul style="list-style-type: none"> 1 Check that the phone line is connected properly. See Connecting the Telephone and Fax Lines. 1 Check that the phone socket in the wall is working by plugging in another phone.
The numbers stored in the memory do not dial correctly.	Make sure that the numbers are stored in the memory correctly. Print a Directory list, referring to Printing Reports .
The document does not feed into the printer.	<ul style="list-style-type: none"> 1 Make sure that the document is not wrinkled and you are putting it in correctly. Check that the document is the right size, not too thick or thin. 1 Make sure that the ADF cover is firmly closed.
Faxes are not received automatically.	<ul style="list-style-type: none"> 1 The FAX mode should be selected. 1 Make sure that there is paper in the paper tray. 1 Check to see if the display shows Memory Full.
The printer does not send.	<ul style="list-style-type: none"> 1 Make sure that the document is loaded in the ADF or on the scanner glass. 1 Sending should show up on the display. 1 Check the other fax machine you are sending to, to see if it can receive your fax.
The incoming fax has blank spaces or is received in poor-quality.	<ul style="list-style-type: none"> 1 The fax machine sending you the fax may be faulty. 1 A noisy phone line can cause line errors. 1 Check your printer by making a copy. 1 The toner cartridge may be empty. Replace the toner cartridge, referring to Replacing the Toner Cartridge.
Some of the words on an incoming fax are stretched.	The fax machine sending you the fax had a temporary document jam.
There are lines on the documents you send.	Check your scan glass for marks and clean it. See Cleaning the Scanner .
The printer dials a number, but the connection with another fax machine fails.	The other fax machine may be turned off, out of paper, or cannot answer incoming calls. Speak with the other machine operator and ask her/him to sort out the problem.
Documents are not stored in the memory.	There may not be enough memory to store the document. If the display shows a Memory Full message, delete any documents you no longer need from the memory and then restore the document.
Blank areas appear at the bottom of each page or on other pages, with a small strip of text at the top.	You may have chosen the wrong paper setup in the user option setting. See Setting the Paper Type and Setting the Paper Size .

Copying Problems

Condition	Suggested solutions
Copies are too light or too dark.	Use the Contrast menu to darken or lighten the background of the copies.
Smears, lines, marks or spots appear on copies.	<ul style="list-style-type: none"> 1 If defects are on the original, select Copy→ Contrast to lighten the background of your copies. 1 If no defects are on the original, clean the scanner glass and underside of the scanner cover. See Cleaning the Scanner.
Copy image is skewed.	<ul style="list-style-type: none"> 1 Ensure that the original is positioned correctly on scanner glass. 1 Check that the copy paper is loaded correctly.
Blank copies print out.	<ul style="list-style-type: none"> 1 Ensure that the original is face down on the scanner glass or face up in the ADF.
Image rubs off the copy easily.	<ul style="list-style-type: none"> 1 Replace the paper in the paper tray with paper from a new package. 1 In high humidity areas, do not leave paper in the printer for extended periods of time.
Frequent copy paper jams occur.	<ul style="list-style-type: none"> 1 Fan the stack of paper, then turn it over in the paper tray. Replace the paper in the tray with a fresh supply. If necessary, check/adjust the paper guides. 1 Ensure that the paper is the proper paper weight. 75 g/m2 (20 lb) bond paper is recommended. 1 Check for copy paper or pieces of copy paper remaining in the printer after a paper jam has been cleared.
Fewer copies from the toner cartridge than expected print out.	<ul style="list-style-type: none"> 1 Your originals may contain pictures, solids, or heavy lines. For example, your originals may be forms, newsletters, books, or other documents that use more toner. 1 The printer may frequently be powered on and off. 1 The scanner cover may be left open while copies are being made.


Scanning Problems

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Condition	Suggested solutions
The scanner does not work.	<p>Make sure that you place the document to be scanned face down from the scanner glass, or face up in the ADF.</p> <p>There may not be enough available memory to hold the document you want to scan. Try the Prescan function to see if that works. Try lowering the scan resolution rate.</p> <p>Check that the USB cable is connected properly.</p> <p>Make sure that the USB cable is not defective. If necessary, replace the cable.</p> <p>Check that the scanner is configured correctly. Check the application you want to use to make certain that the scanner job is being sent to the correct port.</p>
The unit scans very slowly.	<p>Check if the printer is printing received data. Scan the document after the current job is completed.</p> <p>Graphics are scanned more slowly than text.</p> <p>Communication speed becomes slow in scan mode because of the large amount of memory required to analyze and reproduce the scanned image.</p>
<p>Message appears on your computer screen:</p> <ul style="list-style-type: none"> 1 Device can't be set to the H/W mode you want. 1 Port is being used by another program. 1 Port is Disabled. 1 Scanner is busy receiving or printing data. When the current job is completed, try again. 1 Invalid handle. 1 Scanning has failed. 	<p>There may be a copying or printing job in progress. When the current job is complete, try the job again.</p> <p>The selected port is currently being used. Restart your computer and try again.</p> <p>The printer cable may be improperly connected or the power may be off.</p> <p>The scanner driver is not installed or an operating environment is not set up properly.</p> <p>Ensure that the port is properly connected and the power is turned on. Then restart your computer.</p> <p>Check that the USB cable is properly connected.</p>

Common Windows Problems

Condition	Suggested solutions
File in Use message appears during installation.	Exit all software applications. Remove all software from the StartUp Group, then restart Windows. Reinstall the printer driver.
Error Writing to LPTx message appears.	<p>Ensure that the cables are connected correctly and the machine is on.</p> <p>This message may also appear if bi-directional communication is not turned on in the driver.</p>
General Protection Fault, Exception OE, Spool32, or Illegal Operation messages appear.	Close all other applications, reboot Windows and try printing again.
Fail To Print, A printer timeout error occurred messages appear.	These messages may appear during printing. Just keep waiting until the machine finishes printing. If the message appears in standby mode or after printing has been completed, check the connection and/or whether an error has occurred.

 **NOTE:** Refer to Microsoft Windows XP/Vista User's Guide that came with your PC for further information on Windows error messages.

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Specifications

Dell™ Multi-Function Printer 1125 User's Guide

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- [Facsimile Specifications](#)
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Physical Specifications

Item	Description
Dimensions (tray not extended) W x D x H	413 x 274.5 x 376 mm (depth measured from front cover to back cover)
Weight	10 kg (including toner cartridge)
Paper Tray	250 page capacity Weight: 16 to 24 lb (60 to 90 g/m ²)
ADF	30 page capacity Weight: 55 to 125 g/m ²
Paper Output	100 page capacity Weight: 80 g/m ²
USB	USB 2.0 (High Speed) Controller to PC host data flow
Security	Security Cable Lock
Acoustics	Standby: 39 dBA (sound pressure) Printing: 64 dBA (sound power) Scanning: 50 dBA
Operator Panel	2 x 16 character LCD supporting 50 characters and scroll capability
LCD	80 degree viewing cone with backlight
Supported Operating Systems	Windows XP, Windows Vista

Printer Specifications

Item	Description
Speed	20 ppm (A4, LTR)
Resolution	600 x 600 dpi
Print Language	GDI
Duty Cycle	9000 pages/month
Engine Life	50000 pages
Fuser	Permanent (same as engine)
Warm up Time	20 secs
FPOT	16 secs (warm start) 25 secs (cold start)
Memory (DRAM)	32 Mb
Processor Speed	67 MHz (ARMs) 133 MHz (DSP)
Color Modes	Monochrome, Grayscale

Scanner Specifications

Item	Description
Technology	CIS
Resolution	600 dpi
Scan Modes	Mono, grayscale, Full Color, 256 color
Scan Resolution	75, 150, 200, 300, 600 dpi
ADF Scanning	30 page capacity
Scan Speed	11 ppm
Scan Size	A4, LTR
Warm-up/calibrate Time	10 secs
Zoom	25 to 400%
Scanner Glass Capacity	1 in book capacity
Scan Features	Cloning, N-up
Scan Software	TWAIN-Dell MFP 1125 Scanner, WIA-Dell MFP 1125 Scanner Nuance PaperPort v11 SE
Scan Support	Scan to application from control panel
Supported File Types	.bmp, .pdf, .tiff, .jpeg

Copier Specifications


Item	Description
Copy Modes	Mono, Grayscale
Scan Resolution	75, 150, 200, 300, 600 dpi
Print Resolution	600 dpi
Copy Speed	20 ppm - single page, multiple copy 20 ppm - ADF @300 dpi single page, multiple copy 11 ppm - ADF @300 x 300 dpi single page, multiple copy
Number of Copies	1 to 99
FCOT	20 secs (warm start) 30 secs (cold start)
Zoom	25 to 400%
Lighter/Darker increments	5 (-2 to +2)
Copy Features	ID Copy Cloning N-up Collate


Facsimile Specifications


Item	Description
Maximum Modem Speed	33.6K
Single World Wide Solution	Yes
Fax Transmission Speed	3 secs/page
Maximum Fax Resolution	400 dpi
Fax Memory	200 pages
Speed Dial Entries	99
Speed Dial Entry Length	50 characters
Speed Dial Group Entries	10
Number of Entries per Group	30


Receive Forward to Fax	Yes
Broadcast Fax Support	Yes
Stamped Received Report	Yes
Auto Redial	Yes
Auto Reduction	Yes
Delay Fax	Yes

Paper Specifications

 **NOTE:** Some paper may meet all of the guidelines in this guide and still not produce satisfactory results. This may be the result of improper handling, unacceptable temperature and humidity levels, or other variables over which Dell has no control.


 **NOTE:** Before purchasing large quantities of paper, ensure the paper meets the requirements specified in this User's Guide.

 **NOTE:** Please load paper to print on the preferred side if the paper packaging indicates it. Failure to do so may result in paper curl or paper jam.

 **CAUTION:** Using paper that does not meet these specifications may cause problems, requiring repairs. These repairs are not covered by the Dell warranty or service agreements.

Print Media Sizes and Support

Print Media Size	Dimensions	Paper Tray	Bypass Tray	Duplex Printing
A4	8.27 x 11.7 in. (210 x 297 mm)	Y	Y	Y
A5	5.83 x 8.27 in. (148 x 210 mm)	Y	Y	N
A6	4.13 x 5.85 in. (105 x 148.5 mm)	Y	Y	N
JIS B5	7.17 x 10.1 in. (182 x 257 mm)	Y	Y	N
ISO B5	6.93 x 9.84 in. (176 x 250 mm)	Y	Y	N
Letter	8.5 x 11 in. (215.9 x 279.4 mm)	Y	Y	Y
Legal	8.5 x 14 in. (215.9 x 355.6 mm)	Y	Y	Y
Executive	7.25 x 10.5 in. (184.2 x 266.7 mm)	Y	Y	N
Oficio	8.5 x 13.5 in. (216 x 343 mm)	Y	Y	Y
Folio	8.5 x 13 in. (216 x 330 mm)	Y	Y	Y
Envelope 7-3/4 (Monarch)	3.875 x 7.5 in. (98.4 x 190.5 mm)	N	Y	N
Envelope COM-10	4.12 x 9.5 in. (105 x 241 mm)	N	Y	N
Envelope DL	4.33 x 8.66 in. (110 x 220 mm)	N	Y	N
Envelope C5	6.38 x 9.01 in. (162 x 229 mm)	N	Y	N
Envelope C6	4.49 x 6.38 in. (114 x 162 mm)	N	Y	N
Custom	3 x 5 in. to 8.5 x 14 in. (76 x 127 mm to 216 x 356 mm)	N	Y	N

 **NOTE:** Please follow the instructions on the paper packaging for a preferred printing side. Printing on the wrong side may cause some paper misalignment on the paper output tray.


Print Media Supported


Print Media	Paper Tray	Bypass Tray	Standard Output Tray
Paper	Y	Y	Y
Card Stock	N	Y	Y
Transparencies	N	Y	Y
Labels	N	Y	Y
Dual-web and Integrated Labels	N	Y	Y

Envelopes	N	Y	Y
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Print Media Types and Weights

Print Media	Type	Print Media Weight Paper Tray	Print Media Weight Bypass Tray
Paper	Xerographic or business paper	60-90 g/m ² grain long (16-24 lb bond)	60-135 g/m ² grain long (16 to 36 lb bond)
Card stock-maximum (grain long). See note below	Index Bristol		120 g/m ² (31 lb)
	Tag		120 g/m ² (31 lb)
	Cover		135 g/m ² (35 lb)
Card stock-maximum (grain short). See note below	Index Bristol		163 g/m ² (43 lb)
	Tag		163 g/m ² (43 lb)
	Cover		163 g/m ² (43 lb)
Transparencies	Laser printer		138-146 g/m ² (37-39 lb bond)
Labels-maximum	Paper		163 g/m ² (43 lb bond)
	Dual-web paper		163 g/m ² (43 lb bond)
	Polyester		163 g/m ² (43 lb bond)
	Vinyl		163 g/m ² (43 lb liner)
Integrated Forms	Pressure- sensitive area (must enter the printer first)		135-140 g/m ² (36-40 lb bond)
	Paper base (grain long)		75-135 g/m ² (20-36 lb bond)
Envelopes 100% Cotton Content Maximum Weight- 24 lb	Sulfite, wood-free or up to 100% cotton bonds		75-90 g/m ² (20-24 lb)

 **NOTE:** Grain short is preferred for papers over 163 g/m² (43 lb bond).

 **NOTE:** Dell recommends using 3M transparencies for the Dell MFP 1125.

Print Media Guidelines

Print media refers to paper, card stock, transparencies, labels, and envelopes. Your printer provides high quality printing on a variety of print media. Selecting the appropriate print media for your printer helps you avoid printing problems.


Paper

For the best print quality, use 75 g/m² (20 lb) xerographic, long grain paper. Try a sample of any paper you are considering using with the printer before buying large quantities.

When loading paper, note the recommended print side on the paper package, and load paper accordingly. See [Loading Print Media in the Paper Tray](#) and [Using the Bypass Tray](#) for detailed loading instructions.

Paper Characteristics

The following paper characteristics affect print quality and reliability. Use the following guidelines when evaluating new paper stock.

 **NOTE:** Please follow the instructions on the paper packaging for a preferred printing side. Printing on the wrong side may cause some paper misalignment on the paper output tray.

Weight

The printer automatically feeds paper weights from 60 to 105 g/m² (16 to 28 lb bond) grain long in the Automatic Document Feeder (ADF) and from 60 to 90 g/m² (16 to 24 lb bond) grain long in the paper tray. Paper lighter than 60 g/m² (16 lb) may not be stiff enough to feed properly, causing jams. For best performance, use 75 g/m² (20 lb bond) long grain paper.

For duplex printing, use 75 to 90 g/m² (20 to 24 lb bond) paper.

Curl

Curl is the tendency of print media to curve at its edges. Excessive curl can cause paper feeding problems. Curl usually occurs after the paper passes through the printer, where it is exposed to high temperatures. Storing paper unwrapped in humid conditions, even in the paper tray, can contribute to paper curling prior to printing and can cause feeding problems.

Smoothness

The degree of smoothness of paper directly affects print quality. If the paper is too rough, the toner does not fuse to the paper properly, resulting in poor print quality. If the paper is too smooth, it can cause paper feeding problems. Smoothness between 100 and 300 Sheffield points is recommended; however, smoothness between 150 and 250 Sheffield points produces the best print quality.

Moisture Content

The amount of moisture in the paper affects both print quality and the ability of the printer to feed the paper properly. Leave the paper in its original wrapper until you are ready to use it. This limits the exposure of the paper to moisture changes that can degrade its performance.

Grain Direction

Grain refers to the alignment of the paper fibers in a sheet of paper. Grain is either long grain, running the length of the paper, or short grain, running the width of the paper.

For 60 to 90 g/m² (16 to 24 lb bond) paper, grain long fibers are recommended. For papers heavier than 90 g/m² (24 lb bond), grain short is preferred. For the bypass tray, 60 to 90 g/m² (16 to 24 lb bond) paper, grain long fibers are recommended.

Fiber Content

Most high-quality xerographic paper is made from 100% chemically pulped wood. This content provides the paper with a high degree of stability resulting in fewer paper feeding problems and better print quality. Paper containing fibers such as cotton possess characteristics that can result in degraded paper handling.

Recommended Paper

To ensure the best print quality and feed reliability, use 75 g/m² (20 lb) xerographic paper. Business papers designed for general business use may also provide acceptable print quality.

Always print several samples before buying large quantities of any type of print media. When choosing any print media, consider the weight, fiber content, and color.

Use only paper able to withstand these temperatures without discoloring, bleeding, or releasing hazardous emissions. Check with the paper manufacturer or vendor to determine whether the paper you have chosen is acceptable for laser printers.

Unacceptable Paper

The following papers are not recommended for use with the printer:

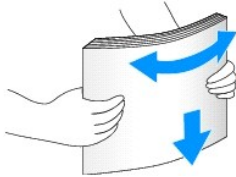
- 1 Chemically treated papers used to make copies without carbon paper, also known as carbonless papers, carbonless copy paper (CCP), or no carbon required (NCR) paper
- 1 Preprinted papers with chemicals that may contaminate the printer
- 1 Preprinted papers that can be affected by the temperature in the printer fuser
- 1 Preprinted papers that require a registration (the precise print location on the page) greater than 0.09 in., such as optical character recognition (OCR) forms
- 1 Coated papers (erasable bond), synthetic papers, thermal papers
- 1 Rough-edged, rough or heavily textured surface papers or curled papers
- 1 Recycled papers containing more than 25% post-consumer waste that do not meet DIN 19 309
- 1 Recycled paper having a weight less than 60 g/m² (16 lb)
- 1 Multiple-part forms or documents

Selecting Paper

Proper paper loading helps prevent jams and ensures trouble-free printing.

To help avoid jams or poor print quality:

- 1 Always use new, undamaged paper
- 1 Before loading paper, know the recommended print side of the paper you are using. This information is usually indicated on the paper package
- 1 Do not use paper that you have cut or trimmed yourself
- 1 Do not mix print media sizes, weights, or types in the same source: mixing may result in jams
- 1 Do not use coated papers
- 1 Remember to change the paper size setting when you use a source that does not support auto size sensing
- 1 Do not remove trays while a job is printing or Busy is displayed on the operator panel
- 1 Ensure that the paper is properly loaded in the source
- 1 Flex paper back and forth. Do not fold or crease the paper. Straighten the edges on a level surface.



Selecting Preprinted Forms and Letterhead

Use the following guidelines when selecting preprinted forms and letterhead paper for the printer:

- 1 Use long grain papers for best results.
- 1 Use only forms and letterhead printed using an offset lithographic or engraved printing process.
- 1 Choose papers that absorb ink, but do not bleed.
- 1 Avoid papers with rough or heavily textured surfaces.

Use papers printed with heat-resistant inks designed for use in xerographic copiers. The ink must withstand temperatures of 180°C (356°F) without melting or releasing hazardous emissions. Use inks that are not affected by the resin in toner or the silicone in the fuser. Inks that are oxidation-set or oil-based must meet these requirements: some latex inks are not appropriate. If you are in doubt, contact your paper supplier.

Preprinted papers such as letterhead must be able to withstand temperatures up to 180C (356F) without melting or releasing hazardous emissions.

Printing on Letterhead

Check with the manufacturer or vendor to determine whether the preprinted letterhead you have chosen is acceptable for laser printers.

Page orientation is important when printing on letterhead. Use the following table for help when loading letterhead in the print media sources.

Print Media Source	Print Side	Top of Page – Portrait	Top of Page – Landscape
Paper tray	Face down	Front of tray	Left side of tray
Bypass tray	Face up	Logo enters the printer first	Left side of tray

Selecting Prepunched Paper

Prepunched paper brands differ in the number and placement of holes and in manufacturing techniques.

Use the following guidelines to select and use prepunched paper:

- 1 Test paper from several manufacturers before ordering and using large quantities of pre-punched paper.
- 1 Select paper punched at the paper manufacturer and not drilled into paper already packaged in a ream. Drilled paper can cause jams when multiple sheets feed through the printer.
- 1 Prepunched paper can include more paper dust than standard paper. Your printer may require more frequent cleaning and feed reliability may not be as good as that of standard paper.

Transparencies


Try a sample of any transparencies you are considering using with the printer before buying large quantities:

- 1 Use transparencies designed specifically for laser printers. Transparencies must be able to withstand temperatures of 180°C (356°F) without melting, discoloring, offsetting, or releasing hazardous emissions.
- 1 To avoid print quality problems, avoid getting fingerprints on the transparencies.
- 1 Before loading transparencies, fan the stack to prevent sheets from sticking together.
- 1 Load one transparency at a time in the bypass tray.

Selecting Transparencies

The printer is designed to print directly on transparencies manufactured for use in laser printers. Print quality and durability depend on the transparency used. Always print samples on the transparencies you are considering before buying large quantities.

Check with the manufacturer or vendor to determine whether your transparencies are compatible with laser printers that heat transparencies to 180°C (356°F). Use only transparencies that are able to withstand these temperatures without melting, discoloring, offsetting, or releasing hazardous emissions.

 **NOTE:** Dell recommends using 3M transparencies for the Dell MFP 1125.

Envelopes

Load one envelope at a time in the bypass tray. Try a sample of any envelopes you are considering using with the printer before buying large quantities. See [Using the Bypass Tray](#) for instructions on loading an envelope.

When printing on envelopes:


- 1 To achieve the best possible print quality, use only high-quality envelopes that are designed for use in laser printers.
- 1 For best performance, use envelopes made from 75 g/m² (20 lb bond) paper. You can use up to 90 g/m² (24 lb bond) weight for the bypass tray as long as the cotton content is 25 percent or less.
- 1 Use only new, undamaged envelopes.
- 1 Use envelopes that can withstand temperatures of 180°C (356°F) without sealing, curling, wrinkling, or releasing hazardous emissions. If you have any doubts about the envelopes you are considering using, check with the envelope supplier.
- 1 Load an envelope with the flap side down and with the stamp area on the top left side. The end of the envelope with the stamp area enters the bypass tray first. See [Using the Bypass Tray](#) for instructions on loading envelopes.
- 1 Adjust the width guide to fit the width of the envelopes.
- 1 A combination of high humidity (over 60%) and the high printing temperatures may seal the envelopes.

For best performance and to minimize jams, do not use envelopes that:

- 1 Have excessive curl or twist.
- 1 Are stuck together or damaged in any way.
- 1 Contain windows, holes, perforations, cutouts, or embossing.
- 1 Use metal clasps, string ties, or metal folding bars.
- 1 Have an interlocking design.
- 1 Have postage stamps attached.
- 1 Have any exposed adhesive when the flap is in the sealed or closed position.
- 1 Have nicked edges or bent corners.
- 1 Have rough, cockle, or laid finishes.

Labels

The printer is designed to print on many labels manufactured for use with laser printers. These labels are supplied in letter size, A4 size, and legal size sheets. Label adhesives, face sheet (printable stock), and topcoats must be able to withstand temperatures of 180°C (356°F) and pressure of 25 pounds per square inch (psi). You should load only one label sheet at a time in the bypass tray.


 **NOTE:** Try a sample of any labels you are considering using with the printer before purchasing a large quantity.

When printing on labels:

- 1 Use full label sheets. Partial sheets may cause labels to peel off during printing, resulting in a jam. Partial sheets also contaminate your printer and your cartridge with adhesive, and could void your printer and cartridge warranties.
- 1 Use labels that can withstand temperatures of 180°C (356°F) without sealing, curling, wrinkling, or releasing hazardous emissions.
- 1 Do not print within 0.04 in. (1 mm) of the edge of the label, of the perforations, or between die-cuts of the label.
- 1 Do not use label sheets that have adhesive to the edge of the sheet. We recommend zone coating of the adhesive at least 0.04 in. (1 mm) away from edges. Adhesive material contaminates your printer and could void your warranty.
- 1 If zone coating of the adhesive is not possible, a 0.125 in. (3 mm) strip must be removed on the leading and driver edge, and a non-oozing adhesive used.
- 1 Remove a 0.125 in. (3 mm) strip from the leading edge to prevent labels from peeling inside the printer.
- 1 Portrait orientation is preferred, especially when printing bar codes.
- 1 Do not use labels that have exposed adhesive.

Card Stock

Card stock is single ply, and has a large array of properties, such as the moisture content, thickness, and texture, that can significantly affect print quality. See [Identifying Print Media Sources and Specifications](#) for information on the preferred weight for the grain direction of print media.

 **NOTE:** Try a sample of any card stock you are considering using with the printer before purchasing a large quantity.

When printing on card stock:

- 1 Be aware that preprinting, perforation, and creasing can significantly affect the print quality and cause print media handling or jamming problems.
- 1 Avoid using card stock that may release hazardous emissions when heated.
- 1 Do not use preprinted card stock manufactured with chemicals that may contaminate the printer. Preprinting introduces semi-liquid and volatile components into the printer.
- 1 We recommend the use of grain long card stock.


Storing Print Media


Use the following guidelines for proper print media storage. These help avoid print media feeding problems and uneven print quality:

- 1 For best results, store print media in an environment where the temperature is approximately 21°C (70°F) and the relative humidity is 40%.
- 1 Store cartons of print media on a pallet or shelf, rather than directly on the floor.
- 1 If you store individual packages of print media out of the original carton, make sure they rest on a flat surface so the edges do not buckle or curl.
- 1 Do not place anything on top of the print media packages.

Identifying Print Media Sources and Specifications

The following tables provide information on standard and optional sources, including the print media sizes available from the paper size menu, and supported weights.


 **NOTICE:** Within the tables, Y indicates the item is supported, N indicates the item is not supported.

 **NOTICE:** Print Media Sizes in normal style are not supported in the US.

 **NOTE:** If you use a print media size not listed, select the next larger size.

Print Media Sizes and Support

Print Media Size	Dimensions	Paper Tray	Bypass Tray
A4	8.27 x 11.7 in. (210 x 297 mm)	Y	Y
A5	5.83 x 8.27 in. (148 x 210 mm)	Y	Y
A6	4.13 x 5.85 in. (105 x 148.5 mm)	Y	Y
JIS B5	7.17 x 10.1 in. (182 x 257 mm)	Y	Y
ISO B5	6.93 x 9.84 in. (176 x 250 mm)	Y	Y
Letter	8.5 x 11 in. (215.9 x 279.4 mm)	Y	Y
Legal	8.5 x 14 in. (215.9 x 355.6 mm)	Y	Y
Executive	7.25 x 10.5 in. (184.2 x 266.7 mm)	Y	Y
Oficio	8.5 x 13.5 in. (216 x 343 mm)	Y	Y
Folio	8.5 x 13 in. (216 x 330 mm)	Y	Y
Envelope 7-3/4 (Monarch)	3.875 x 7.5 in. (98.4 x 190.5 mm)	N	Y
Envelope COM-10	4.12 x 9.5 in. (105 x 241 mm)	N	Y
Envelope DL	4.33 x 8.66 in. (110 x 220 mm)	N	Y
Envelope C5	6.38 x 9.01 in. (162 x 229 mm)	N	Y
Envelope C6	4.49 x 6.38 in. (114 x 162 mm)	N	Y
Custom	3 x 5 in. to 8.5 x 14 in. (76 x 127 mm to 216 x 356 mm)	N	Y

 **NOTE:** Please follow the instructions on the paper packaging for a preferred printing side. Printing on the wrong side may cause some paper misalignment on the paper output tray.

Print Media Supported

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Print Media	Paper Tray	Bypass Tray	Standard Output Tray
Paper	Y	Y	Y
Card Stock	N	Y	Y
Transparencies	N	Y	N
Labels	N	Y	Y
Dual-web and Integrated Labels	N	Y	Y
Envelopes	N	Y	Y

Print Media Types and Weights

Print Media	Type	Print Media Weight Paper Tray	Print Media Weight Bypass Tray
Paper	Xerographic or business paper	60-90 g/m2 grain long (16-24 lb bond)	60-135 g/m2 grain long (16 to 36 lb bond)
Card stock-maximum (grain long). See note below	Index Bristol		120 g/m2 (31 lb)
	Tag		120 g/m2 (31 lb)
	Cover		135 g/m2 (35 lb)
Card stock-maximum (grain short). See note below	Index Bristol		163 g/m2 (43 lb)
	Tag		163 g/m2 (43 lb)
	Cover		163 g/m2 (43 lb)
Transparencies	Laser printer		138-146 g/m2 (37-39 lb bond)
Labels-maximum	Paper		163 g/m2 (43 lb bond)
	Dual-web paper		163 g/m2 (43 lb bond)
	Polyester		163 g/m2 (43 lb bond)
	Vinyl		163 g/m2 (43 lb liner)
Integrated Forms	Pressure- sensitive area (must enter the printer first)		135-140 g/m2 (36-40 lb bond)
	Paper base (grain long)		75-135 g/m2 (20-36 lb bond)
Envelopes 100% Cotton Content Maximum Weight- 24 lb	Sulfite, wood-free or up to 100% cotton bonds		75-90 g/m2 (20-24 lb)

 **NOTE:** Grain short is preferred for papers over 163 g/m2 (43 lb bond).

 **NOTE:** Dell Recommends using 3M Transparencies for the Dell Laser MFP 1125.

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Maintenance

Dell™ Multi-Function Printer 1125 User's Guide

- [Clearing the Memory](#)
 - [Cleaning Your Multi-Function Printer](#)
 - [Maintaining the Toner Cartridge](#)
 - [Maintaining the Drum Cartridge](#)
 - [Replacement Parts](#)
 - [Order Toner Cartridges](#)
-


Clearing the Memory


You can selectively clear information stored in your printer's memory.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
 2. Press **Scroll** (<>) to select Maintenance and press **Select** (P).
 3. Press **Scroll** (<>) to select Clear Settings and press **Select** (P).
 4. Press **Scroll** (<>) to select the required item. Select from:
 - All Settings: Clears all of the data stored in the memory and resets all of your settings to the factory default.
 - Paper Setup: Restores all of the Paper Setting options to the factory default.
 - Copy Setup: Restores all of the Copy Setup options to the factory default.
 - Fax Setup: Restores all of the Fax Setup options to the factory default.
 - Fax Features: Cancels all of the scheduled fax jobs in the printer's memory.
 - Advanced Fax: Restores all of the Advanced Fax setting options to the factory default.
 - Activity Report: Clears all activity records.
 - Directory: Clears the speed dial or group dial numbers stored in the memory.
 5. Press **Select** (P). The LCD displays Updating Data, the selected memory is cleared, and the display returns to the Clear Settings menu.
 6. Repeat steps 4 and 5 to clear another item.
- OR
- Press **Cancel** (V) to return to Standby mode.
-

Cleaning Your Multi-Function Printer

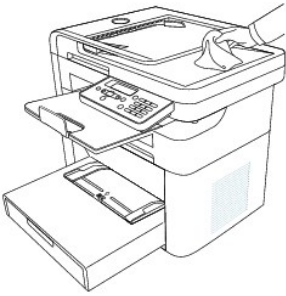
To maintain the print quality, follow the cleaning procedures below. Full cleaning is recommended each time the toner cartridge is replaced or if print quality problems occur.

 **CAUTION:** Cleaning solvents that contain alcohol or other strong substances may discolor or crack the printer cabinet.

 **NOTE:** Do not touch the transfer roller located under the toner cartridge when cleaning inside the printer. Oil from your fingers may cause print quality problems.

Cleaning the Exterior

Clean the printer cabinet with a soft, damp, lint-free cloth. Do not let water drip onto the printer or inside the printer.



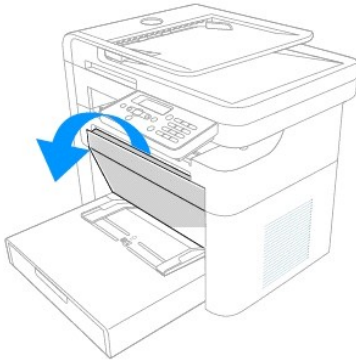
Cleaning the Interior

Paper, toner, and dust particles can accumulate inside the printer and cause print quality problems, such as smearing or toner specks. Clean inside the printer to prevent these problems.

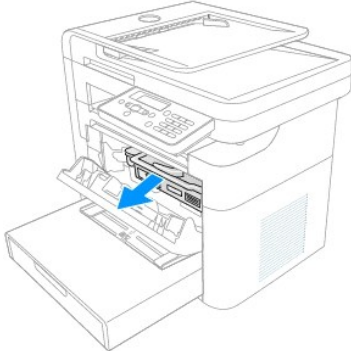
1. Power the printer off and unplug the power cord.

⚠ CAUTION: Allow a reasonable amount of time for the printer to cool down.

2. Open the front cover of the printer.



3. Pull the drum cartridge straight out in the direction of the arrow.

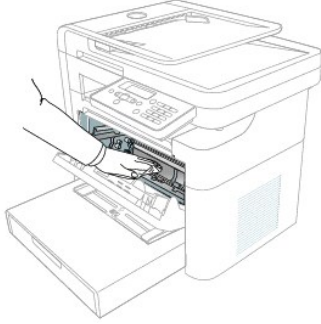


4. The drum cartridge contains the toner cartridge. Set it on a clean flat surface. To prevent damage, do not expose the toner cartridge to light for more than a few minutes.

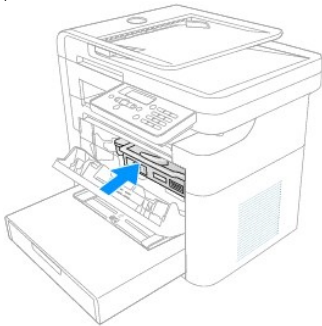
⚠ CAUTION: Do not touch the green underside of the toner cartridge. The surface is very delicate and light sensitive. Use the handle on the drum cartridge to avoid touching this area.

5. With a dry and lint-free cloth, wipe away any dust and spilled toner from the drum cartridge area.

⚠ CAUTION: Do not touch the transfer roller inside the printer. Oil from your fingers may cause print quality problems.



6. Insert the drum cartridge into the printer, using the guiding slots to correctly position the drum. Slide the drum cartridge into the printer until it clicks into place.



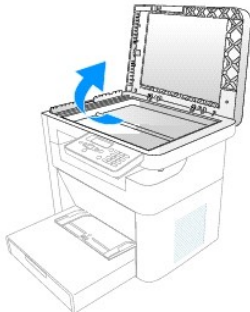
7. Close the printer front cover. Plug in the power cord and power the printer on.

Cleaning the Scanner

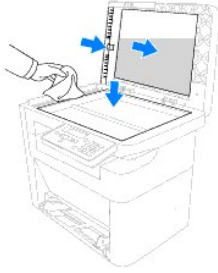
Keeping the scanner and scanner glass clean ensures the highest quality copies, scans, and sent faxes. Dell recommends cleaning the scanner at the start of each day and during the day, as needed.

📌 NOTE: If there are lines present on copied or faxed documents, check your scanner and scanner glass for any particles.

1. Dampen a soft lint-free cloth or paper towel with water.
2. Open the document cover.



3. Wipe the surface of the scanner glass, underside of the white document cover, and white sheet until they are clean and dry.



4. Close the document cover.

Maintaining the Toner Cartridge

Storing the Toner Cartridge

Store the toner cartridge in the original packaging until you are ready to install it.

Do not store the toner cartridge in:

- 1 Temperatures greater than 40°C (104°F)
- 1 An environment with extreme changes in humidity or temperature
- 1 Direct sunlight
- 1 Dusty environments
- 1 A car for a long period of time
- 1 An environment where corrosive gases are present
- 1 An environment with salty air

Redistributing Toner

When the toner cartridge is near the end of its life, white streaks or light print occurs. The LCD displays the warning message, Toner Low. To temporarily improve print quality, remove the drum cartridge as described below and thoroughly shake the cartridge from side-to-side to redistribute the toner.

Replacing the Toner Cartridge

When the toner eventually runs out, only blank pages print when a print job or copy job is initiated. If the toner is empty, incoming faxes are saved in the memory and not printed.

Ordering a toner cartridge in a timely fashion ensures that a minimum of operational time is wasted when the toner is depleted. See [Order Toner Cartridges](#).

➔ **NOTICE:** For best results, use Dell toner cartridge. Print quality and printer reliability are not guaranteed if you do not use Dell supplies.

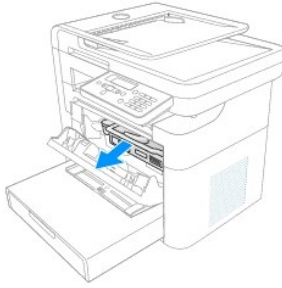
📌 **NOTE:** The Dell MFP 1125 can print received faxes when the toner is low.

Perform the following steps to replace the toner cartridge.

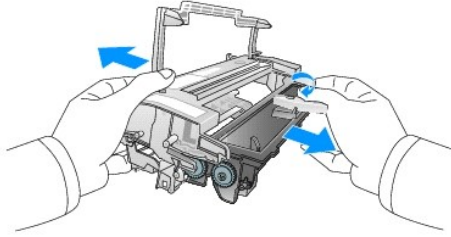
1. Open the front cover of the printer.



2. Remove the Drum Cartridge by pulling the green handle toward the front of the printer.

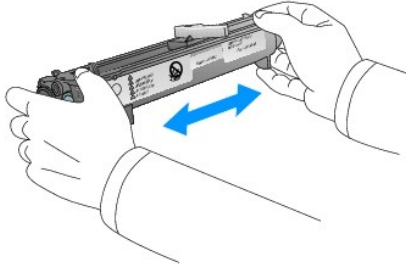


3. Hold the drum cartridge in one hand and push the blue toner release lever in the direction shown to free the toner cartridge.



➡ **NOTICE:** Dispose of the empty toner cartridge in accordance with local authority regulations.

4. Remove the new toner cartridge from its bag. Remove the packing tape and thoroughly shake the cartridge from side-to-side to distribute the toner.

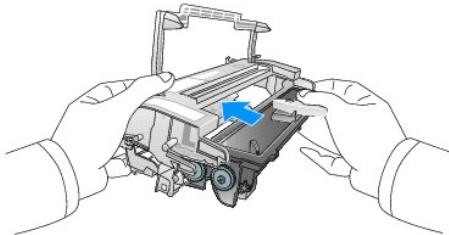


⚠ **CAUTION:** Do not remove the replacement toner from the packaging until the moment of installation to avoid damage.

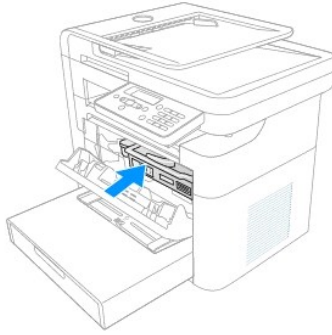
⚠ **CAUTION:** If toner comes into contact with your clothing, wipe the toner off with a dry cloth and wash your clothing in cold water. Hot water sets toner into fabric

🔍 **NOTE:** Do not touch the underside of the toner cartridge to avoid soiling your hands. Use the handle on the cartridge to avoid touching this area.

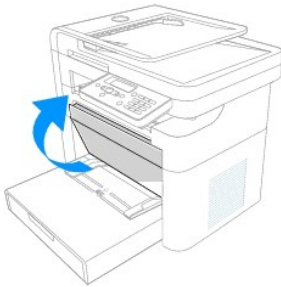
5. Hold the drum cartridge in one hand and push the toner cartridge into the drum cartridge in the direction shown until it clicks into place.



6. Insert the drum cartridge into the printer, using the guiding slots to correctly position the drum. Slide the drum cartridge into the printer until it clicks into place.



7. Close the front cover. Ensure that the cover closes securely.




Maintaining the Drum Cartridge

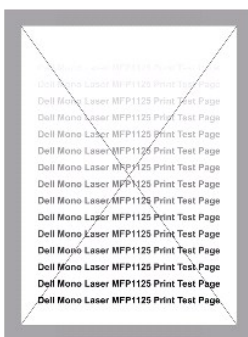
The drum cartridge has a standard life of approximately 20,000 pages. If the print quality appears reduced (e.g. streaks, spots, or fading) the drum cartridge may require cleaning or replacing. Printing a test pattern determines when the drum cartridge is faulty or depleted.

To print a test pattern the printer mode must be changed to Diagnostic Mode. Perform the following steps to print a test pattern

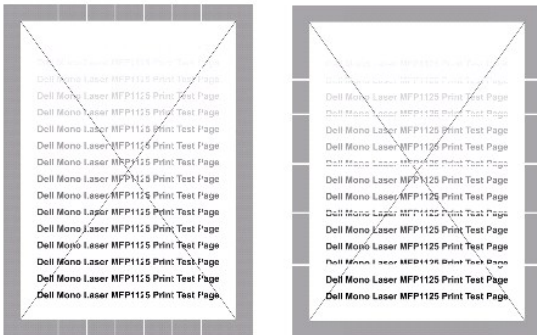
1. Press **Return** (⏪) four times, followed by **Pause** (⏸) once.
2. The LCD displays Enter Password. Enter the diagnostic mode password 17951 and press **Start** (u).

 **NOTE:** Incorrect password entry cannot be corrected. Press **Return** (⏪) and begin at step 1 above.

3. Press **Scroll** (<>) to select Printer and press **Select** (P).
4. The LCD displays Print Test Page?
5. Press **Select** (P). A test page is printed.
6. Check that the test page appears as below.



If the test pattern produced appears similar to the images below, the drum may need replacing.



7. If the test is acceptable, press **Select** (P) to return to the diagnosed menu.


OR

If the test is unacceptable, press **Scroll** (<>) to select NG and press **Select** to return to diagnostic mode and follow the steps to clean or replace the drum cartridge (see [Maintaining the Drum Cartridge](#)).

8. Press **Scroll** (<>) to select Return and press **Select** (P) to return to standard menu mode.

Cleaning the Drum

If streaks or spots appear on printed output, the Organic Photo Conductor (OPC) drum of the toner cartridge may require cleaning.

 **NOTICE:** Before beginning the cleaning procedure, make sure that paper is loaded in the paper tray.

To clean the drum from the operator panel, perform the following steps.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
2. Press **Scroll** (<>) to select Maintenance and press **Select** (P).
3. Press **Scroll** (<>) to select Clear Drum and press **Select** (P).
4. When the message, Clear Drum? is displayed. Press **Scroll** (<>) to select **Yes** and press **Select** (P).
5. The LDC shows cleaning drum. Toner particles on the drum surface are affixed to the paper.
6. If the problem persists, repeat steps 1 through 4 until toner particles are not affixed to the paper.

Replacing the Drum Cartridge

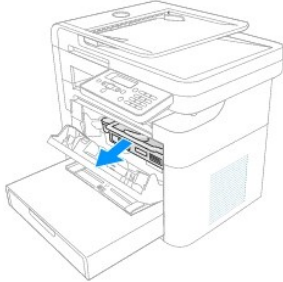
When the drum passes 20,000 pages use, the life of the unit is exceeded and the LCD displays Drum Life Exceeded. Cleaning the drum may no longer have any effect on print quality, and the unit must be replaced.

To replace the drum cartridge, perform the following steps.

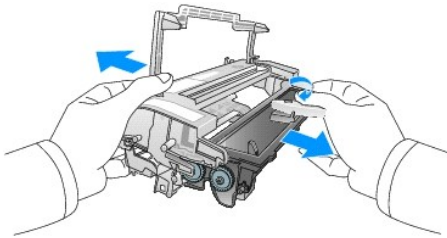
1. Open the front panel.



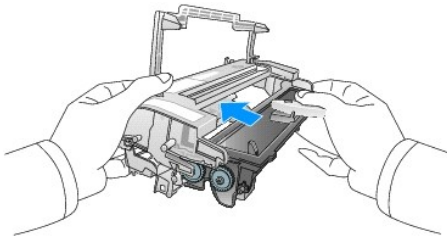
2. Remove the Drum Cartridge by pulling the green handle toward the front of the printer.



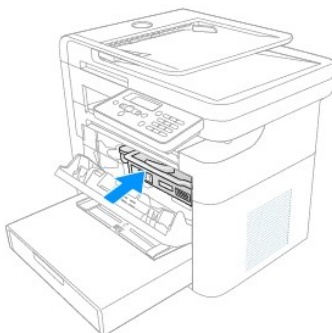
3. Hold the drum cartridge in one hand and push the blue toner release lever in the direction shown to free the toner cartridge.



4. Hold the replacement drum cartridge in one hand and push the toner cartridge into the drum cartridge in the direction shown until it clicks into place.



5. Insert the drum cartridge into the printer, using the guiding slots to correctly position the drum. Slide the drum cartridge into the printer until it clicks into place.



6. Close the front cover. Ensure that the cover closes securely.



Once the drum cartridge is installed, reset the drum counter as described below.

Resetting the Drum Counter

After replacing the drum cartridge, the drum counter must be reset to accurately reflect the life span of the replacement.

To reset the drum counter, perform the following steps.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
2. Press **Scroll** (<>) to select Maintenance and press **Select** (P).
3. Press **Scroll** (<>) to select Reset Drum Cnt and press **Select** (P).
4. Press **Scroll** (<>) to select Yes and press **Select** (P).
5. The LCD displays Saved and the counter is reset to zero.

Replacement Parts

Through normal MFP operation all parts of the printer are subject to wear and tear. This section provides information and procedures to replace worn or malfunctioning parts.

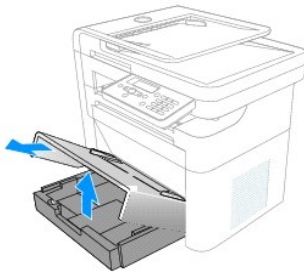
⚠ CAUTION: It is strongly recommended that these items are installed by a trained service professional.

To purchase replacement parts, contact Dell™

Replacing the Paper Tray

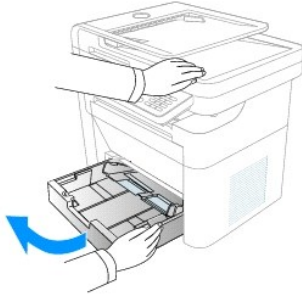
If the paper tray jams constantly, fails to register inserted paper, or feeds multiple pages simultaneously, perform the following steps to replace the unit.

1. Remove the paper tray cover and any remaining paper.

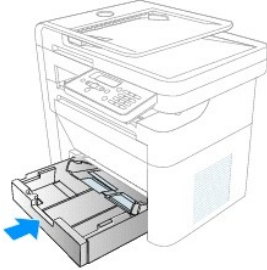


🔧 NOTE: You may need some force to remove the paper tray.

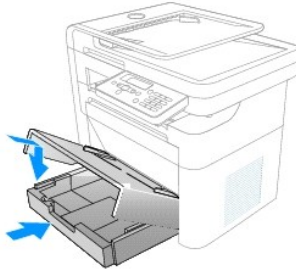
2. Position one hand on the top of the printer and then with your other hand, pull firmly from the right side of the paper tray in the direction of the arrow.



3. Insert the replacement paper tray in the direction shown until an audible click is heard.




4. Replace the paper and paper tray cover.



Order Toner Cartridges

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

Canada	1-877-501-4803
Colombia	1-800-915-4755
Mexico	001 866 851 1754
Puerto Rico	866-851-1760
Trinidad and Tobago	1-800-805-8035
United States	877-INK-2-YOU

 **NOTE:** If your country is not listed, contact your Dell distributor to order supplies



Toner cartridge	Part number
1,000 page toner	XP092
2,000 page toner	XP407
Drum	TU031

Toner cartridges are available through the Dell Toners Reorder Program icon installed on the desktop as part of the initial software installation.

Double-click the icon to display the Order Supplies window.



Click the hyperlink to access the Dell Toner Order website, or use the drop down menu to find the number for the Call Center nearest you.

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Setting Up Your Printer

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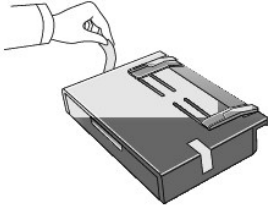
- [Installing the Paper Tray and Paper Output Tray](#)
 - [Connecting Your Printer](#)
 - [Powering On the Multi-Function Printer 1125](#)
-

Installing the Paper Tray and Paper Output Tray

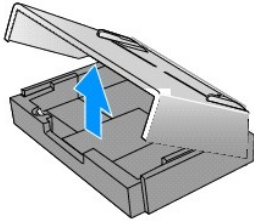
The Paper Tray and Paper Output Tray are supplied separately and must be installed prior to operation. See the following installation guides.

Paper Tray Installation

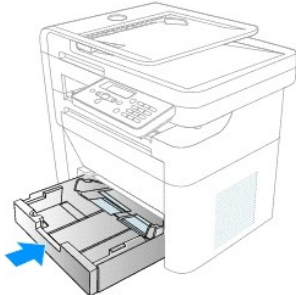
1. Remove all packaging from the paper tray and discard.



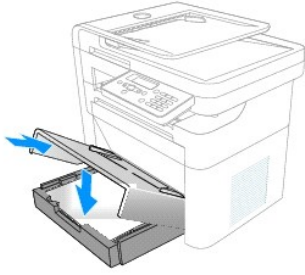
2. Remove the paper tray cover.



3. Align the tabs on the paper tray with the slots on the printer and push in the direction of the arrow until an audible click is heard.

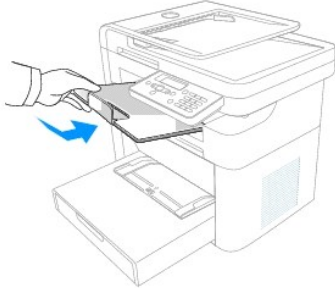


4. Load paper as described below ([Loading Print Media in the Paper Tray](#)).
5. Place the paper tray cover on top of the paper tray and slide in the direction shown until it clicks into place.



Paper Output Tray Installation

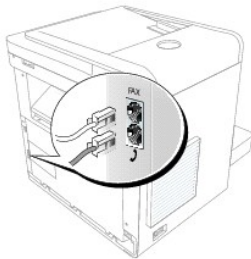
1. Remove all packaging from the paper output tray and discard.
2. Align the tabs on the paper support with the slots on the printer and push at an angle in the direction of the arrow. Lower the support into place.




Connecting Your Printer

Connecting the Telephone and Fax Lines

1. Plug one end of a telephone line cord into the FAX socket (FAX).



2. To connect a telephone and/or answering machine to your printer, plug the telephone or answering machine into the extension telephone socket ().

 **NOTE:** For additional information, see [Using an Answering Machine](#).


If the phone communication is serial in your country (such as Germany, Sweden, Denmark, Austria, Belgium, Italy, France, and Switzerland), remove the plug from the extension telephone socket () and insert the supplied terminator.


Connecting the Printer Cable

The printer supports connection as a local printer serving a local computer.

Connecting the Printer Locally

A local printer is a printer connected to your computer using a USB cable.

 **NOTE:** USB cables are sold separately. Contact Dell to purchase a USB cable.

 **NOTE:** Connecting the printer to the USB port of the computer requires a certified USB cable. You will need to buy a USB 2.0 compliant cable that is about 3 m in length.


To connect the printer to a computer:


1. Ensure that the printer, computer, and any other attached devices are powered off and unplugged.
2. Connect a USB cable to the USB port on your printer.




3. Connect the other end of the cable directly into an available USB port on the computer; do not connect the other end to a USB port on a USB keyboard.

Powering On the Multi-Function Printer 1125

 **CAUTION:** The fusing area at the rear part of the inside of your printer becomes hot once the printer is powered on.

 **CAUTION:** Be careful of hot areas when accessing this area.


 **CAUTION:** Do not disassemble the printer when it is powered on. If you do, you may receive an electric shock.

To power on the printer:

1. Plug one end of the power cord into the power receptacle at the back of the printer and the other end into a properly grounded outlet.
2. Press the power switch to power on the printer. **Initializing** appears on the display, followed by **Warming Up** indicating that the printer is preparing for operation.



3. Once Ready is displayed on the LCD, the printer is ready for operation.

 **NOTE:** To view your display text in another language, see [Changing the Display Language](#).

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Paper Handling

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- [Loading Print Media in the Paper Tray](#)
- [Using the Bypass Tray](#)
- [Setting the Paper Size](#)
- [Setting the Paper Type](#)

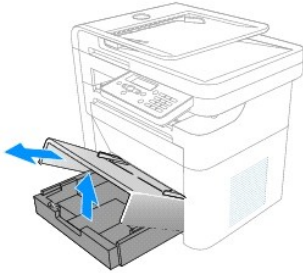
This chapter provides information on how to make print media selections, how to care for the print media, and how to load it in the paper tray or the bypass tray.

Loading Print Media in the Paper Tray

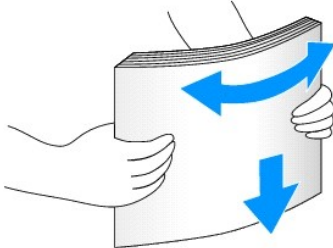
You can load approximately 250 sheets of plain paper in the paper tray. For faxing, you can use A4, LTR (letter) or LGL (legal) paper only. For copying or PC printing, you can use many different types and sizes of paper; see [Identifying Print Media Sources and Specifications](#).

Preparation:

1. Remove the paper tray cover from the paper tray.

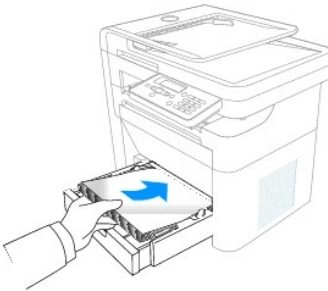


2. Flex the sheets back and forth to loosen them, and then fan them out. Do not fold or crease the print media. Align the edges on a level surface.

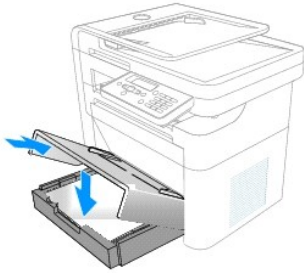


To load standard paper:

1. Insert the paper stack and push in the direction of the arrow.

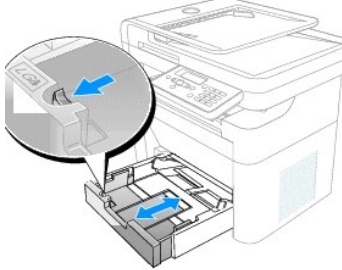


2. Replace the paper tray cover.

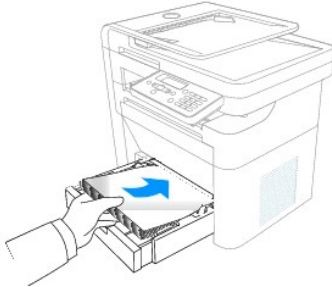


To load longer than standard paper (e.g. Legal):


1. Press the guide lock and slide the paper length guide out completely to extend the paper tray to its full length.



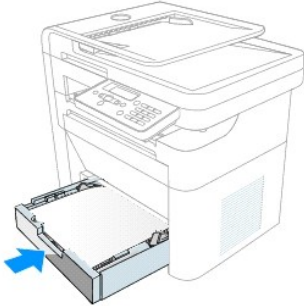
2. Insert the paper stack into the paper tray with the side to be printed on facing down.




3. Do not exceed the maximum stack height indicated by the paper limit marks on the inside of the tray.

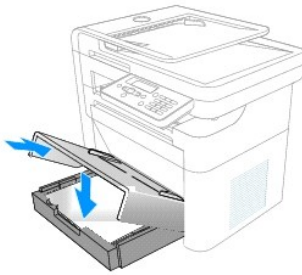
 **NOTE:** Overloading the paper tray may cause paper jams.

4. Adjust the paper length guide in the direction of the arrow until it rests lightly against the paper stack.



 **NOTE:** Improper adjustment of paper guides can result in paper jams.

5. Replace the paper tray cover.



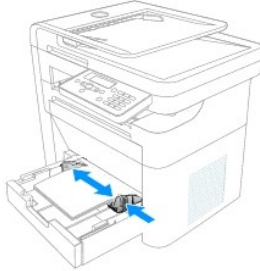
6. Set the paper type and size. See [Setting the Paper Type](#) and [Setting the Paper Size](#).


To load paper smaller than the standard paper size(e.g. Envelopes):

1. Insert the paper stack into the paper tray with the side to be printed on facing down.

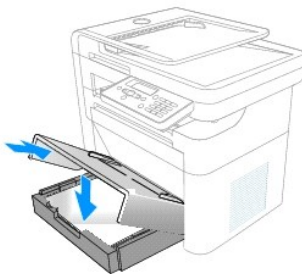


2. Adjust the paper width guide and move it towards the stack of paper until it lightly touches the side of the stack.






 **NOTE:** Improper adjustment of paper guides can result in paper jams.

3. Replace the paper tray cover.



4. Set the paper type and size. See [Setting the Paper Type](#) and [Setting the Paper Size](#).

-  **NOTE:** Load letterhead paper with the design side face up. The top edge of the sheet with the logo must be placed at the front side of the tray.
 -  **NOTE:** If you experience problems with paper feed, place the paper in the bypass tray.
 -  **NOTE:** Previously printed paper is reusable. Place the paper into the tray printed side facing down, with an uncurled edge at the front. If you experience problems with paper feed, turn the paper around. Note that the print quality is not guaranteed.
-

Using the Bypass Tray

The bypass tray is located on top of the paper tray and is used to print transparencies, labels, envelopes or postcards in addition to making quick runs of paper types or sizes that are not currently loaded in the paper tray.



The following tips help to ensure the correct operation of the bypass tray:

- 1 Load only one size of print media at a time in the bypass tray.
- 1 To prevent paper jams, do not add paper when there is still paper in the bypass tray. This also applies to other types of print media.
- 1 Print media must be loaded face up with the top edge leading into the bypass tray first, and be placed in the center of the tray.
- 1 Always load only the print media specified in [Print Media Guidelines](#) to avoid paper jams and print quality problems.

Flatten any curl on postcards, envelopes, and labels before loading them into the bypass tray.

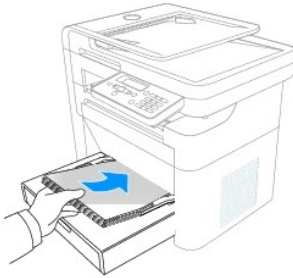
Postcards, 3.5 by 5.83 in. (index) cards, and other custom-sized materials are supported by this printer. The minimum size is 3.0 by 5.0 in. (76 by 127 mm) and the maximum size is 8.5 by 14 in. (216 by 356 mm).



Acceptable print media are plain paper with sizes ranging from 3.0 by 5.0 in. (76 by 127 mm) to Legal, 8.5 by 14 in. (216 by 356 mm), the largest size acceptable, and weighing between 16 lb and 43 lb.

-  **NOTE:** Always load only the print media specified in [Paper Characteristics](#) to avoid paper jams and print quality problems.
-  **NOTE:** Flatten any curl on postcards, envelopes, and labels before loading them into the bypass tray.

To use the bypass tray:

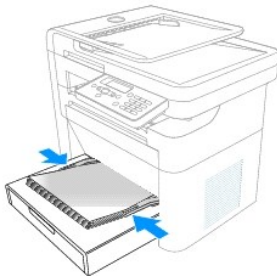
1. Place the print media between the width guides with the side to be printed face up.



-  **NOTE:** If you are using paper, flex or fan the edge of the paper stack to separate the pages before loading.
-  **NOTE:** Hold transparencies by the edges and avoid touching the print side. Oil from your fingers that is deposited on the transparency can affect print quality.

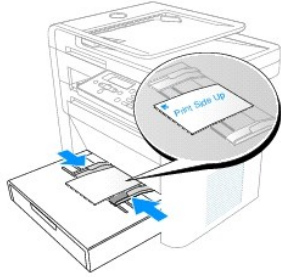
2. Adjust the width guides to match the width of the print media.

Using excessive force can result in a paper jam or skew.




Depending on the paper type used, see the following loading methods:

- 1 Envelopes - load them with the flap side down and with the stamp area on the top left side. Please feed the envelope to be printed one at a time when using the bypass tray. For up to 5 envelopes, please use the standard paper tray.



- 1 Transparencies - load them with the print side up and the top with the adhesive strip entering the printer first
 - 1 Labels - load labels with the print side up and top short edge entering the printer first
 - 1 Preprinted paper - load with the design face up, top edge toward the printer
 - 1 Card stock - load them with the print side up and the short edge entering the printer first
 - 1 Preprinted paper - the printed side must be face downward with an uncurled edge toward the printer
-
- 1 After loading the paper, set the paper type and size. See [Setting the Paper Type](#) for copying and faxing or [Paper Tab](#) for PC-printing.
 - 1 Start the printer operation in the usual manner
 - 1 The printer automatically detects the paper in the bypass tray and prints as normal.


 **NOTE:** The settings made from the printer driver override the settings on the operator panel.

Setting the Paper Size

After loading paper in the paper tray or the bypass tray, set the paper size using the operator panel buttons. This setting only applies to the **Fax** and **Copy** modes. For PC-printing, select the paper type in the application program used.

To set the paper size:

1. Press (<>) to select **Setup** and press **Select (P)**.
2. Press (<>) to select **Paper Setup** and press **Select (P)**.
3. Press (<>) to select **Paper Size** and press **Select (P)**.
4. Press (<>) to select the paper size you are using and press **Select (P)**.
5. Press (V) to return to **Standby** mode.

 **NOTE:** Fax mode only supports A4, LTR (letter), and LGL (legal) paper sizes.

Setting the Paper Type

After loading paper in the paper tray or the bypass tray, set the paper type using the operator panel buttons. This setting only applies to the **Fax** and **Copy** modes. For faxing, only the plain paper setting is available. For PC-printing, select the paper type in the application program you use.

1. Press (<>) to select **Setup** and press **Select (P)**.
2. Press (<>) to select **Paper Setup** and press **Select (P)**.
3. Press (<>) to select **Paper Type** and press **Select (P)**.
4. Press (<>) to select the paper type you are using and press **Select (P)**.
5. Press (V) to return to **Standby** mode.

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Printing

Dell™ Multi-Function Printer 1125 User's Guide

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- [Printing Multiple Pages on One Sheet of Paper](#)
- [Printing a Reduced or Enlarged Document](#)
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- [Using Overlays](#)

This chapter provides information on how to print from an application and how to set the various options provided by the print driver to achieve the best printing results.


About Sharing the Printer on a Network

Locally Shared Printer

You can connect the printer directly to a selected computer, which is called the *host computer* on the network. The printer can then be shared by other users on the network through a Microsoft® Windows® XP or Windows Vista™ network printer connection.

Setting Up the Locally Shared Printer

You can connect the printer directly to a selected computer, which is called the *host computer*, on the network. Your printer can be shared by other users on the network through a Windows XP or Vista network printer connection.

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

For Windows XP

Setting Up the Host Computer

1. Click the **Start**→ **Printers and Faxes**.
2. Right click your printer icon.
3. Click **Properties**.
4. Click the **Sharing tab**.
5. Check the **Share this Printer** box.
6. Fill in the **Share Name** field and click **OK**.

Setting Up the Client Computer

1. Click the **Start**→ **Printers and Faxes**.
2. Click **Add a Printer** to launch the **Add Printer Wizard**.
3. Click **Next**.

4. Check the **A network printer...** radio button and click **Next**.
5. Check the **Connect to this printer (or to...** radio button and type the printer name defined on the host computer in the Name field (or browse to find the printer). Click **Next**.
6. A sharing warning is displayed, click **Yes** to proceed.
7. Printer drivers download to the client PC. Choose if the printer is to be the default printer or not and click **Next**.
8. The printer appears in the Printers and Faxes window ready for use.

For Windows Vista

Setting Up the Host Computer

1. Click the **Start**→ **Control Panel**→ **Hardware and Sound** and click **Printers**.
2. Right click your printer icon.
3. Click **Properties**.
4. Click the **Sharing tab**.
5. Check the **Share this Printer** box.
6. Fill in the **Share Name** field and click **OK**.

Setting Up the Client Computer

1. Click the **Start**→ **Control Panel**→ **Hardware and Sound** and click **Printers**.
 2. Click **Add a Printer**.
 3. Click the **Add a Network...** button. Windows searches for available printers and lists them in the window.
 4. Select the required printer and Click **Next**.
 5. A sharing warning is displayed, click **Yes** to proceed.
 6. Printer drivers download to the client PC. Choose if the printer is to be the default printer or not and click **Next**.
 7. The printer appears in the Printers window ready for use.
-

Printing a Document

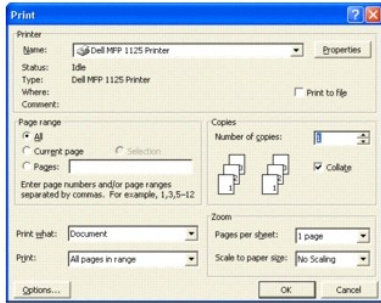
Your printer prints documents using the Graphic Device Interface (GDI) printer driver. When you install the Dell software, your printer automatically installs the GDI printer driver.

The driver provided with your printer allows a wide variety of options. The features provided by the printer driver are as follows:

- 1 Toner Save
- 1 Print quality option
- 1 Poster Print
- 1 Reduce/Enlarge
- 1 Multiple Pages per Side
- 1 Watermarks
- 1 Overlays

The following procedure describes the general steps required for printing from various Windows® applications. The exact steps for printing a document vary depending on the application program used. See your software application's User's Guide for the exact printing procedure.

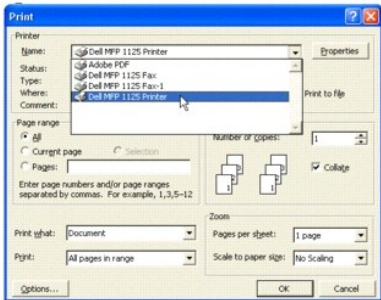
1. Open the document to print.
2. Select **Print** from the **File** drop down menu. The **Print** window is displayed.



NOTE: Print windows differ between applications.

The basic print settings are selected within the print window. These settings include the number of copies and print range.

3. Select the printer you want to use from the **Name** drop down menu



To use the printer features provided by your printer, click **Preferences** or **Properties** (depending on the program or operating system in the above window) and go to step 4.

If you see **Setup**, **Printer**, or **Options**, click that button instead. Then click **Properties** on the next screen.

4. Make any changes to the **Properties** screen as required. See [Printer Settings](#) for more information on printer settings configuration.
5. To start the print job, click **Print** or **OK** depending on the current program or operating system.

Canceling a Print Job

You can cancel a print job either from the operator panel or from the printers window. Perform the following to cancel print jobs.

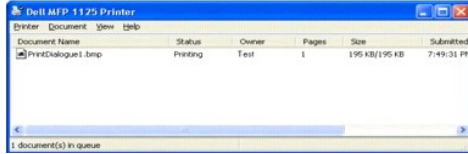
To Stop a Print Job From the Operator Panel

Press Cancel (V) on the operator panel. Your printer finishes printing the page in progress and deletes the rest of the print job. Pressing Cancel (V) ends the current job. If more than one print job is in the printer's memory, press the button once for each job.

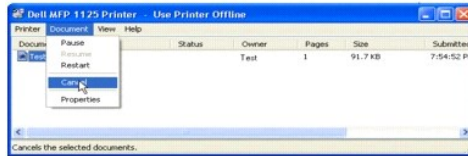
To Stop a Print Job From the Printers Window

Double-click the printer icon on the task bar of your desktop to access the Printer window. If the icon is not available, follow the steps below to access the Printers window:

1. Click the **Start** button on the task bar.
2. Point to **Settings**→ **Printers and Faxes** to open the **Printers** window and double-click the **Dell MFP 1125 Printer** icon. The **Printers** window is displayed.



3. Select the print job to cancel by clicking it and then, from the **Document** drop down menu, click **Cancel**. Your printer finishes printing the page in progress and deletes the rest of the current print job.



NOTE: If more than one print job is in the printer's memory, select each job to be cancelled by clicking it, and click **Cancel** from the **Document** drop down menu.

Printer Settings

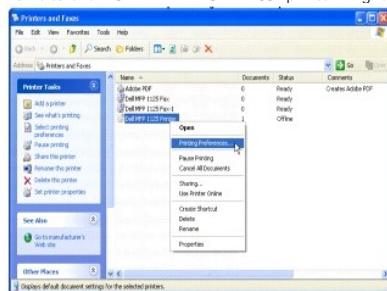
Printer settings are accessed through the **Printer Properties** window, which enables you to access all the printer options you may need when using your printer. When the printer properties are displayed, you can review and change any settings needed for your print job.

The **Printer Properties** window may differ, depending on the printer driver selected and your operating system. For more information on selecting a printer driver, see [Printing a Document](#).

NOTE: Most Windows applications override settings you specified in the printer driver. Change all the print settings available in the software application first, and change any remaining settings using the printer driver.

The settings you change remain in effect only while you are using the current program. See the following guide to make permanent, or default, changes.

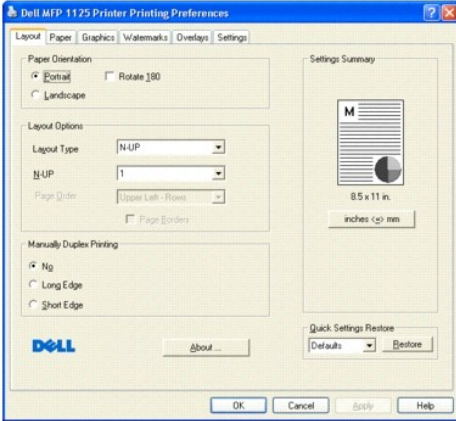
1. Click the **Start** button in the task bar, click **Printers and Faxes**.
2. Point to the **Dell MFP 1125 Printer** printer. Right-click on the printer icon and click **Printing Preferences** or click **Properties**→ **Printing Preferences**.



3. Change the settings on each tab and click **OK**.

Layout Tab

The **Layout** tab provides options for you to adjust how the document appears on the printed page. The **Layout** tab includes advanced printing options, such as Multiple Pages per Side and Poster Printing.

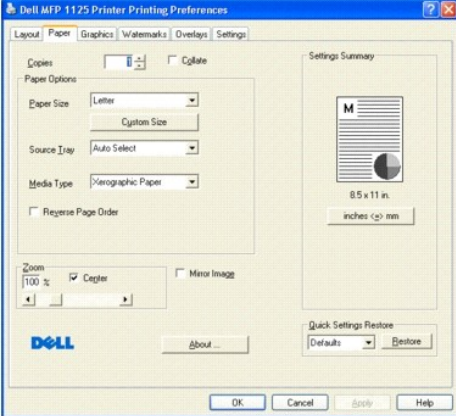


The following table describes the properties and functions on the **Layout** tab.

Property	Description
Paper Orientation	Paper Orientation enables you to select the direction in which information is printed on a page. Portrait prints across the width of the page, in letter format. Landscape prints across the length of the page, in spreadsheet format. If you want to rotate the page 180-degrees, click the Rotate 180 check box.
Layout Options	Layout Options enable you to select advanced printing options. For more information, see Printing Multiple Pages on One Sheet of Paper , Printing Posters , and Printing Booklets .
Manual Duplex Printing	Manual Duplex Printing enables you to print on both sides of the paper. For more information, see Printing on Both Sides of Paper .

Paper Tab

Use the following options to set the paper handling needs when you access the printer properties. Click the **Paper** tab to access the paper properties.

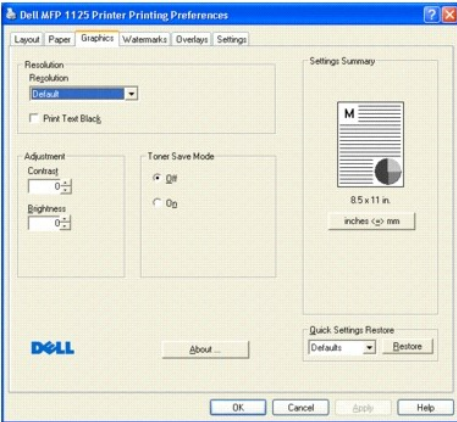


The following table describes the properties and functions on the **Paper** tab.

Property	Description
Copies	Enables you to choose the number of copies to be printed.
Size	The Size option enables you to choose the size of paper loaded in the paper tray. If the required size is not listed in the Size box, click Custom Size . When the Custom Paper Setting window appears, set the paper size and click OK . The setting appears on the list so that you can select it.
Media Type	The default is Xerographic Paper. If you load a different type of print material, select the corresponding paper type. For more information about print media, see Print Media Guidelines .
Reverse Page Order	Select the Reverse Page Order check box to cause the printer to print the last page of the document first.
Zoom	Use the Zoom slider bar to enlarge or reduce the printed image size. The available range is 25 through 400%. Values less than 100 reduce the image and values greater than 100 magnify the image. Select the Center check box to center an altered image. Select the Mirror Image check box to reverse the image as if reflected in a mirror.

Graphics Tab

Use the following graphic options to adjust the print quality for your specific printing needs. Click the **Graphics** tab to display the properties shown below.

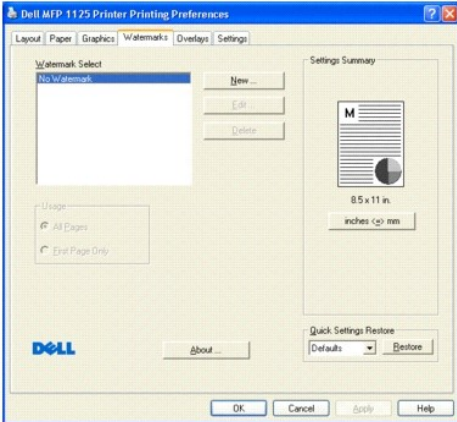


The following table describes the properties and functions on the **Graphics** tab.

Property	Description
Resolution	Only Default Resolution is available.
Print Text Black	Select the Print Text Black check box to cause all text in your document to print solid black, regardless of the color it appears on the screen. When not checked, colored text is allowed to print in shades of gray.
Contrast	Adjust Contrast to highlight the differences between light and dark areas of an image or text. Select a value between -50 (pronounced contrast) and 50 (lessened contrast).
Brightness	Adjust Brightness to alter the overall lightness or darkness of printer output. Select a value between -50 (darkest) and 50 (lightest).
Toner Save Mode	Click the On radio button to allow the printer to use less toner on each page. Click the Off radio button when you do not need to save toner to print a document.


Watermarks Tab

The **Watermarks** tab provides options for you to add a watermark to the selected document.



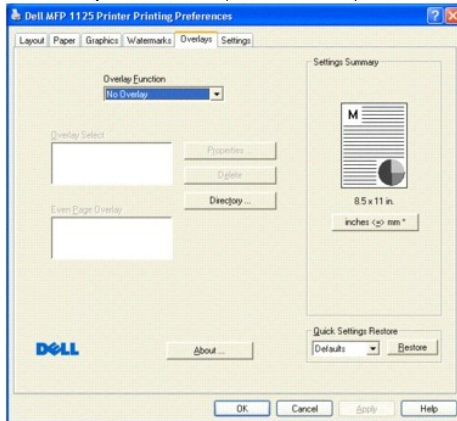
The following table describes the properties and functions on the **Watermarks** tab.

Property	Description
Watermark Select	Select the watermark to use on the selected document.
New Button	Click to create a new water mark, see Creating a Watermark .
Edit button	Click to edit an existing water mark, see Editing a Watermark .
Delete Button	Click to delete an existing water mark, see Deleting a Watermark .
Usage	Specify where the selected watermark appears, on All pages or on the First Page Only.

 **NOTE:** The Usage panel can not be used until a watermark is selected.

Overlays Tab

The **Overlays** tab contains options for overlay function and selection. Overlays are often used to take the place of preprinted forms and letterhead paper

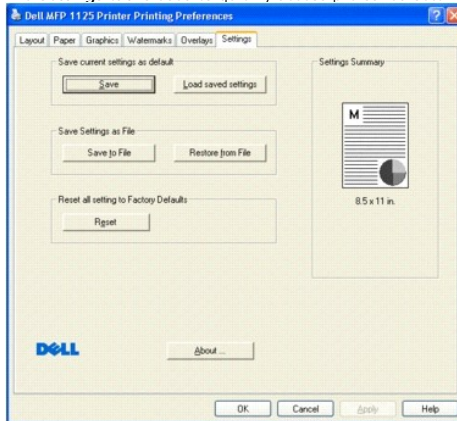


The following table describes the available **Overlays** tab options. See [Using Overlays](#) for more detailed instructions.

Property	Description
Overlays Function	Select Overlay Function from the drop down menu.
Properties	Displays Overlay Properties.
Delete	Delete a selected Overlay.
Directory	Select the Overlays Directory.
Overlay Select	Select Overlay to use from the list.
Even Page Overlay	Select Even Page Overlay from the list.


Settings Tab

The **Settings** tab is used to quickly access pre-saved settings files and restore factory defaults to the printer.



The following table describes the available **Settings** tab options.


Property	Description
Save current settings as default	Click the Save button in this panel to save the current settings as the default settings. Click the Load saved settings button to load the previously saved defaults.
Save Settings as file	Click the Save to File button in this panel to save the current settings to file. Click the Restore from File button to load a previously saved settings file.
Reset all settings to Factory Defaults	Click the Reset button to restore factory defaults to the printer.

 **NOTE:** There is no Undo feature for the **Reset to Factory Defaults** button.

Using Help

Your printer has a help screen that can be activated by the **Help** button in the printer's **Properties** window. These help screens give detailed information about the printer features provided by the printer driver. Clicking **Help** on the **Layout** tab displays the following help screen.

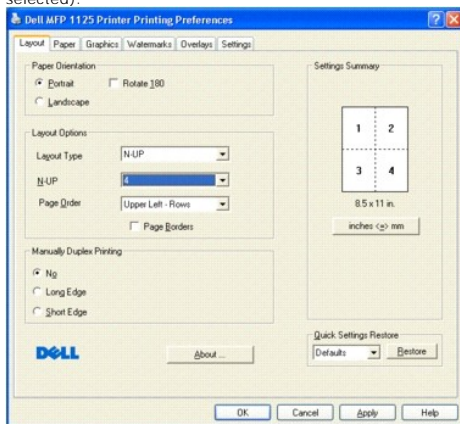


Quick help is accessed by clicking the  button in the window frame and then clicking the item you need help with. This information is not as detailed as the Help pages and is intended as a guide only.


Printing Multiple Pages on One Sheet of Paper

You can select the number of pages to print on a single sheet of paper. To print more than one page per sheet, the pages will appear decreased in size and arranged on the sheet. You can print up to 25 pages on one sheet. To print multiple pages on a single sheet:

1. From your software application, access the printer properties. On the **Layout** tab, **N-UP** in the **Layout Type** drop-down list is the default setting.
2. Select the number of pages you want to print per sheet (1, 2, 4, 6, 9, 16, or 25) from the **N-UP** drop-down list (in the example, 4 pages per sheet are selected).



If necessary, select the page order on the **Pages Order** drop-down list. The preview on the right of the window changes dynamically to show different selections. Check **Page Borders** to print a border around each page on the sheet.

 **NOTE:** Page Border is enabled only if the Pages per Side setting is set to a number greater than one.

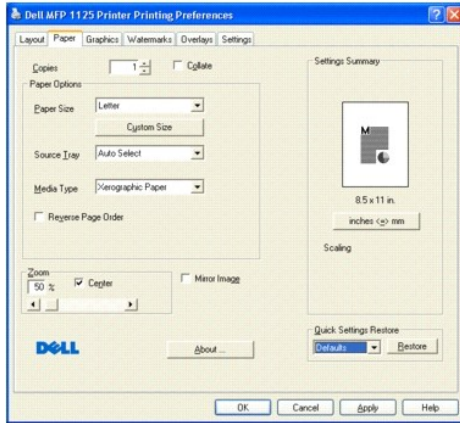
3. Click the **Paper** tab and select the paper source, size, and type.
4. Click **OK** to return to the **software print screen**.

Printing a Reduced or Enlarged Document

The print driver can reduce or enlarge a document on a page to match user requirements. Documents can be reduced up to 25% of their original size or enlarged to 400% of the original size.

To reduce or enlarge a document:

1. From your software application, access the printer properties.
2. On the **Paper** tab use the **Zoom** slider bar to enlarge or reduce the printed image size.

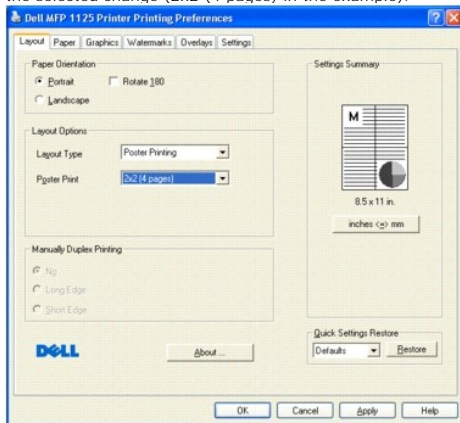


3. The available range is 25 through 400%. Values less than 100 reduce the image and values greater than 100 magnify the image. In the example above, the document is reduced by 50%. The preview on the right of the screen reflects the selected change.
4. Select the **Center** check box to center an altered image on the page.
5. Select the **Mirror Image** check box to reverse the image as if reflected in a mirror.
6. Click the **Paper** tab and select the paper source, size, and type.
7. Click **OK** to return to the **software print screen**.

Printing Posters

You can print a single page document onto 4, 9, 16, or 25 sheets of paper, for the purpose of pasting the sheets together to form one poster size document.

1. From your software application, access the **printer properties**.
2. From the **Layout** tab, select **Poster Printing** from the **Layout Type** drop-down list.
3. Select the page layout from 2x2 (4 pages), 3x3 (9 pages), 4x4 (16 pages), or 5x5 (25 pages). Notice that the preview on the right of the screen reflects the selected change (2x2 (4 pages) in the example).



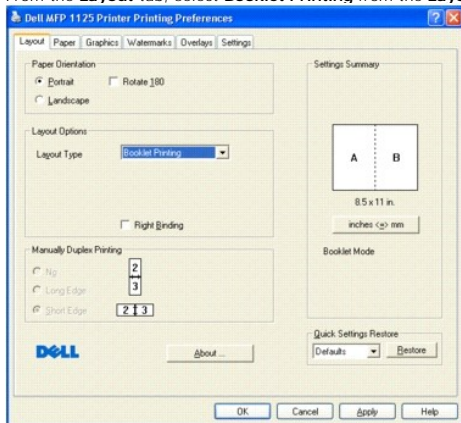
4. Click the **Paper** tab and select the paper source, size, and type.
5. Click **OK** to return to the **software print screen**.

Printing Booklets

You can automatically print a document for the purpose of creating a booklet by selecting the Booklet printing option from the **Layout Options** Panel. The printer driver assigns two pages of the source document per sheet of paper.

To print a booklet:

1. From your software application, access the printer properties.
2. From the **Layout** tab, select **Booklet Printing** from the **Layout Type** drop-down list.



The screen on the right reflects the selected change.

3. Select the **Right Binding** check box if the booklet's binding is on the right, for example, if the booklet is written in a language such as Chinese which reads from right to left.
4. Click the **Paper** tab and select the paper source, size, and type.
5. Click **OK** to return to the **software print screen**.

Printing on Both Sides of Paper

Your printer can print on both sides of the paper (or Duplex). Before printing, decide on which edge you will be binding your finished document. The binding options are:

Long Edge: conventional layout used in book binding.

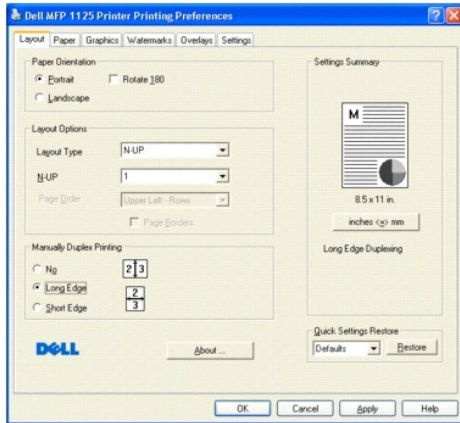
Short Edge : often used with calendars.

CAUTION: Do not print on both sides of labels, transparencies, envelopes, or thick paper. This might result in paper jamming and/or damage to the printer.

NOTE: To use the double-sided printing, you must use the N-UP layout type.

To perform duplex printing:

1. From your software application, access the printer properties.
2. From the **Layout** tab, select **Long Edge** or **Short Edge** from the **Manually Duplex Printing** panel.



3. Click the **Paper** tab and select the paper source, size, and type.
4. Click **OK** to return to the **software print screen**.
5. Click **OK** to print the document.
6. Your printer prints the odd pages of the document then the LCD shows Put Papers Back Press Select.
7. Replace the printed pages in the paper tray (printed side down) and press **Select (P)** on the operator panel. The even pages print on the reverse of the odd pages.

Using Watermarks

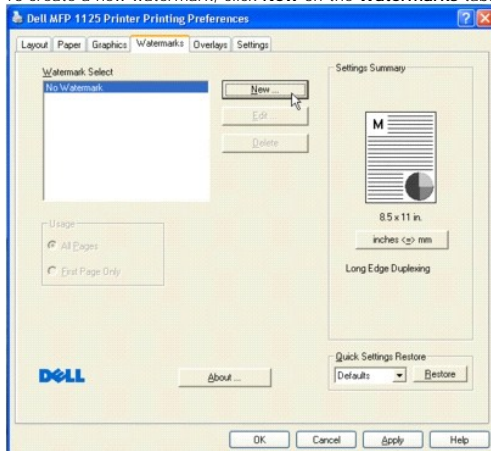
What is a Watermark?

Watermarks are added to documents for formatting or artistic reasons, or to make the contents of a document more obvious, adding DO NOT COPY as a watermark for example. The **Watermarks** tab contains a dynamic preview function that displays changes to watermarks as you make them and before applying them.

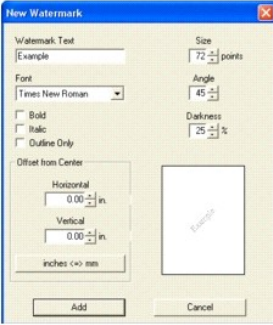
Creating a Watermark

A watermark consists of lines of text or strings, with fully definable size, font, and style attributes.

To create a new watermark, click **New** on the **Watermarks** tab.



The **New Watermark** screen appears.



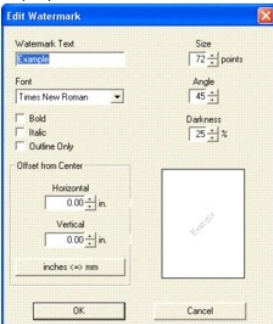
The following table describes the available Text String watermark options.

Property	Description
Watermark Text	Enter the text to appear as the watermark. Example is used in the window above, although any text string up to 62 characters is acceptable.
Font	Select the watermark font from the drop down menu
Style	Select the watermark style from Bold, Italic, or Outline Only.
Offset from Center	Select the watermark offset form the center of the page in inches or millimeters.
Size	Select the watermark font size.
Angle	Select the watermark text angle.
Darkness	Select the watermark darkness.

Once all the relevant selections have been made, click **Add** to return to the **Watermarks** tab and save the watermark to the Watermark Select window.

Editing a Watermark

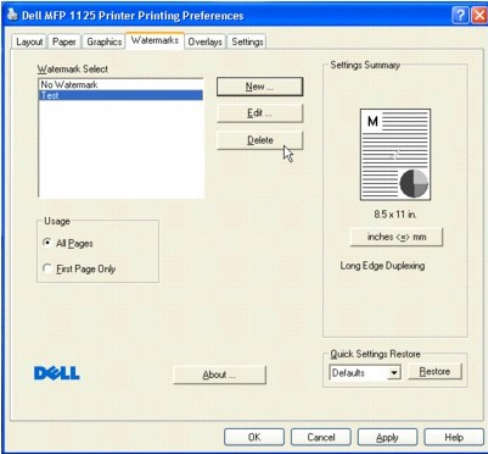
To edit an existing watermark, click the required watermark in the **Watermark Select** window and click the **Edit** button. The **Edit Watermark** screen is displayed.



Make any changes necessary, then click **OK** to return to the **Watermarks** tab.

Deleting a Watermark

To delete an existing watermark, click the required watermark in the Watermark Select window and click the **Delete** button. The selected watermark is deleted.



NOTE: No delete confirmation message is displayed, and the watermark is unrecoverable.

Using Overlays

What is an Overlay?

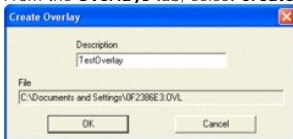
An overlay is text and/or images stored in the computer hard disk drive (HDD) as a special file format that can be printed on any document. Overlays are often used to take the place of preprinted forms and letterhead paper. Rather than using preprinted letterhead, you can create an overlay containing the exact same information that is currently on your letterhead. To print a letter with your company's letterhead, you do not need to load preprinted letterhead paper in the printer. You need only tell the printer to print the letterhead overlay on your document.

Creating a New Page Overlay

To use this feature, you must create a new page overlay containing your logo or image. Perform the following steps to create and use an overlay.

NOTE: The overlay document size must be the same as documents you will print with the overlay. Do not create an overlay with a watermark.

1. Create or open a document containing text or an image for use in a new page overlay. Position the items exactly as you wish them to appear when printed as an overlay. If needed, save the file for later use.
2. From your software application, access the printer properties.
3. From the **Overlays** tab, select **Create New Overlay** from the Overlay Function drop down list. Click **OK**. The **Create Overlay** dialogue box is displayed.



In the **Create Overlay** window, type a meaningful name in the **Description** box. Select the destination path, if necessary. (The default is C:\Documents and Settings).

4. Click **OK** to return to the **Overlays** tab. Click **OK** to complete overlay creation.

NOTE: The file is not printed out; it is stored in your computer.

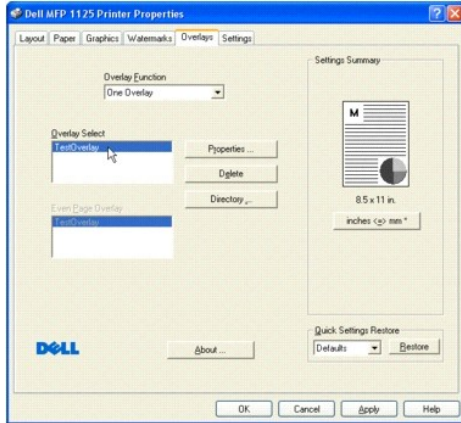
Using a Page Overlay

After an overlay has been created, it is ready to be printed with your document. To print an overlay with a document:

NOTE: Every time an overlay is required on a document, the Overlay Function box must be changed from No Overlay, the default setting.

NOTE: The resolution of the overlay must be the same as the resolution of the document that will print with the overlay.

1. Create or open the document you want to print with an overlay.
2. From your software application, access the printer properties.
3. From the **Overlays** tab, select the **One Overlay** from the **Overlay Function** drop down menu.
4. Select the overlay you want to print from the **Overlay Select** box.



- ❏ **NOTE:** If you have stored the overlay file you want to use on an external source, such as a CD or floppy disk, you can also load the file when you access this Load Overlay window.
- ❏ **NOTE:** After you select the file, click **Open**. The file is now shown in the Overlay List box and is available for printing. Select the overlay from the Overlay List box.

5. Click **OK** to return to the Print screen. Click **OK** to start printing the document with the selected overlay.

Deleting a Page Overlay

Overlays that are no longer used should be deleted to minimize the Overlay Select window size. To delete an overlay:

1. From your software application, access the printer properties.
2. From the **Overlays** tab, select the overlay to be deleted from the **Overlay Select** window and click the **Delete** button.
3. The overlay is deleted.

- ❏ **NOTE:** There is no confirmation message and the overlay is unrecoverable.

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Copying

Dell™ Multi-Function Printer 1125
User's Guide

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 - [Setting Copy Options](#)
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-

Loading Paper for Copying


The instructions for loading print media are the same whether you are printing, faxing, or copying. For more information, see [Loading Print Media in the Paper Tray](#) for loading paper in the paper tray and [Using the Bypass Tray](#) for loading paper in the bypass tray.

Selecting a Paper Tray

The printer uses the main paper tray by default. If there is paper in the bypass tray, the printer automatically detects it and uses the bypass tray for the operation.

Preparing a Document

You can use the scanner glass or the Automatic Document Feeder (ADF) to load an original document for copying, scanning, and sending a fax. Using the ADF, you can load up to 30 sheets of 55 to 125 g/m² (20 lb) documents for one job. Using the scanner glass, you can load one sheet at a time.


 **NOTE:** To get the best scan quality, especially for color or gray scale images, use the scanner glass instead of the ADF.


When you use the ADF:


- 1 The ADF only supports A4, Letter, and Legal size documents as indicated on the width guide.
 - 1 Do not attempt to feed the following types of documents:
 - o Carbon-paper or carbon-backed paper
 - o Coated paper
 - o Onion skin or thin paper
 - o Wrinkled or creased paper
 - o Curled or rolled paper
 - o Torn paper
 - 1 Remove all staples and paper clips before loading documents.
 - 1 Ensure that any glue, ink, or correction fluid on the paper is completely dry before loading documents.
 - 1 Do not load documents containing different sizes or weights of paper.
 - 1 Do not load booklets, pamphlets, transparencies or documents having other unusual characteristics.
-

Loading an Original Document

You can use the ADF (Automatic Document Feeder) or the scanner glass to load an original document. Using the ADF, you can load up to 30 sheets of 55 to 125 g/m² paper at a time. Using the scanner glass, you can load one sheet at a time.

 **NOTE:** ADF Output stacking performance may be affected if the ADF is loaded with media with a paper curl of more than 4.4 mm.

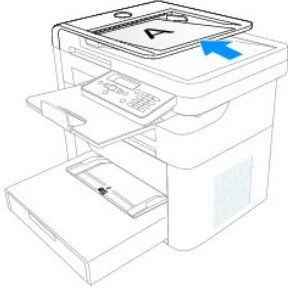
 **NOTE:** To scan a document from the scanner glass, ensure that no document is in the ADF. If any document is detected in the ADF, it has priority over the document on the scanner glass.

 **NOTE:** To get the best scan quality, especially for color or gray scale images, use the scanner glass instead of the ADF.

Using the Automatic Document Feeder (ADF)

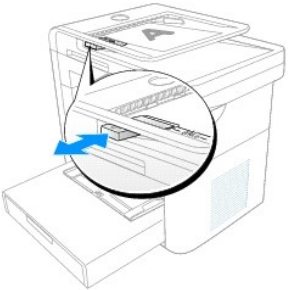
To load the document in the ADF:

1. Place the document(s) face up on the ADF with the top edge of the documents in first.



2. Adjust the document width guide to the correct document size. Ensure that the bottom of the document stack matches the paper size marked on the document input tray.

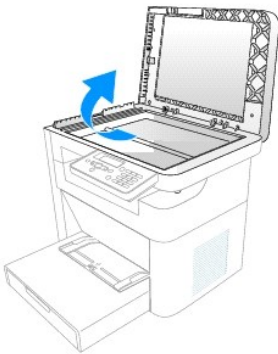
For detailed guidelines for preparing an original document, see [Preparing a Document](#).



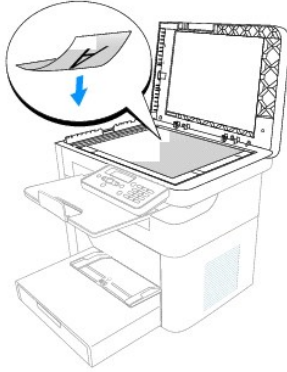
Using the Scanner Glass

To load the document on the scanner glass:

1. Open the scanner cover.





2. Place the document face down on the scanner glass and align it with the registration guide on the top left corner of the glass.



For detailed guidelines for preparing an original document, see [Preparing a Document](#).

3. Close the scanner cover.

 **NOTE:** If you are copying a page from a book or magazine, lift the cover until its hinges are caught by the stopper and then close the cover. If the book or magazine is thicker than 30 mm, copy with the cover open.

 **NOTE:** Leaving the cover open while copying may affect the copy quality and toner consumption.

Making Copies

 **NOTE:** A computer connection is not required for copying.

 **NOTE:** Contaminates in the ADF or on the scanner glass may cause black vertical lines or black spots on the printout. For best results, clean the ADF and the scanner glass before use. See [Cleaning the Scanner](#).

1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.


For more information on loading a document, see [Loading an Original Document](#).

2. Customize the copy settings including the number of copies, Zoom, and contrast by selecting the copy menu and using the operator panel buttons. See [Setting Copy Options](#).

To clear the settings, use the **Cancel (V)** button.


3. If necessary, you can use special copy features, such as Clone or ID copying. See [Using Special Copy Features](#).

4. Press **Start (u)** to begin copying. The display shows the copy processing.

 **NOTE:** You can cancel the copy job at any time. Press **Cancel (V)** to stop copying.

Setting Copy Options

The Copy menus on the operator panel let you customize all the basic copy options: number of copies, Zoom, and contrast. Set the following options for the current copy job before pressing **Start (u)** to make copies.

 **NOTE:** If you press **Cancel (V)** while you set the copy options, all of the options you have set for the current copy job may be cancelled and return to their default status. Or, they automatically return to their default status after copying.

Number of Copies


You can select the number of copies from 1 to 99.

1. Press **Scroll (<>)** to select Copy and press **Select (P)**.
2. Press **Scroll (<>)** to access # of Copies and press **Select (P)**.

3. Enter the required value using the number keypad and press **Select(P)**.

Zoom

You can reduce or enlarge the size of a copied image, from 25 percent to 400 percent when you copy original documents. Note that the zoom rate available is different depending on the document loading method.

 **NOTE:** When you make a reduced copy, black lines may appear at the bottom of your copy.

To select from the predefined copy sizes:

1. Press **Scroll (<>)** to select Copy and press **Select (P)**.
2. Press **Scroll (<>)** to select Zoom and press **Select (P)**.
3. Press **Scroll (<>)** to find the size setting you want and press **Select (P)**.

To fine-tune the size of copies:

1. Press **Scroll (<>)** to select Copy and press **Select (P)**.
2. Press **Scroll (<>)** to select Zoom and press **Select (P)**.
3. Press **Scroll (<>)** to display Custom (25-400%) and press **Select (P)**.
4. Enter the required value using the number keypad and press **Select (P)**.

Contrast

Adjust the contrast to make the copy lighter or darker than the original.

1. Press **Scroll (<>)** to select Copy and press **Select (P)**.
2. Press **Scroll (<>)** to select Contrast and press **Select (P)**.
3. Press **Scroll (<>)** to adjust the contrast and press **Select (P)**.

Original Type

You can use the original type settings to improve the image quality by selecting the document type for the current copy job.

1. Press **Scroll (<>)** to select Copy and press **Select (P)**.
2. Press **Scroll (<>)** to select Original Type and press **Select (P)**.
3. Press **Scroll (<>)** to select the image quality mode and press **Select (P)**.
 - o Text: Use for documents with fine details, such as fine text.
 - o Text&Photo: Use for documents with both text and photo/gray tones.
 - o Photo: Use for documents with photo or gray tones.

Using Special Copy Features

 **NOTE:** Some features may not be available depending on whether you loaded the document on the scanner glass or in the ADF.


You can use the following copy features using the **Layout** menu:

- 1 Off: Prints in normal mode.
- 1 ID Copy: Prints a 2-sided original document onto one sheet of paper. See [ID Copying](#).
- 1 Clone: Prints two copies from the original documents on a single page. See [Clone Copying](#).

- 1 2-Up: Combines two original one-sided documents on to one sheet of paper. See [2-Up](#).
- 1 Collation: Enabling Collation creates multiple copies of multipage documents and orders them as the original document e.g. Three copies of a 10-page document are output from page one through page 10 three times. Normal copy mode outputs three copies of page 1, three copies of page 2 etc. See [Collation](#).

ID Copying

When you copy using this feature, the printer prints one side on the upper half of the paper and the other side on the lower half without reducing the original size. This feature helps copy small-sized documents, such as name cards.


 **NOTE:** If the original document is larger than the printable area, some portions may not be printed.

See the following guide to make a copy of the ID.

1. Load the document to be copied on the scanner glass, and close the cover ([Using the Scanner Glass](#))
2. Press **Scroll** (<>) to select Copy and press **Select** (P).
3. Press **Scroll** (<>) to select Layout and press **Select** (P).
4. Press **Scroll** (<>) to select ID Copy and press **Select** (P).
5. If necessary, customize the copy settings including the number of copies, and contrast by using the **Copy** menus, see [Setting Copy Options](#).
6. Press **Start** (u) to begin copying.

Your printer begins scanning the front side.

When **ID Copy Flip Card Over** is displayed on the LCD, open the scanner cover and flip the document over with the second side facing down. Close the scanner cover.

 **NOTE:** If you press the **Cancel** (V) button the printer cancels the copy job and returns to Standby mode.

7. Press **Select** (P) again to copy the second side and output the ID Copy.

Clone Copying

Perform the following steps to use Clone copying:

 **NOTE:** You cannot adjust the copy size using the **Zoom** menu while making a clone copy.

See the following guide to use Clone copying:

1. Load the document to be copied on the scanner glass, and close the cover.
2. Press **Scroll** (<>) to select Copy and press **Select** (P).
3. Press **Scroll** (<>) to select Layout and press **Select** (P).
4. Press **Scroll** (<>) to select Clone and press **Select** (P).
5. If necessary, customize the copy settings including number of copies, contrast, and image quality by using the Copy menus. See [Setting Copy Options](#).
6. Press **Start** (u) to begin copying.

2-Up

See the following steps to use 2-Up copying:


1. Load the documents in the ADF.
2. Press **Scroll** (<>) to select Copy and press **Select** (P).
3. Press **Scroll** (<>) to select Layout and press **Select** (P).

4. Press **Scroll** (<>) to select 2-Up and press **Select** (P).
5. If necessary, customize the copy settings including number of copies, contrast, and image quality by using the **Copy** menus. See [Setting Copy Options](#).
6. Press **Start** (u) to begin copying.
7. The documents are scanned and the 2-Up copy(ies) is produced.

Collation

See the following guide to use Collation copying:

1. Load the document to be copied into the ADF. Ensure that the document is properly inserted.
2. Press **Scroll** (<>) to select Copy and press **Select** (P).
3. Press **Scroll** (<>) to customize the number of copies and press **Select** (P). The message saved is displayed.
4. Press **Scroll** (<>) to select Layout and press **Select** (P).
5. Press **Scroll** (<>) to select Collation and press **Select** (P).


 **NOTE:** If the document is not inserted properly, the message Put paper in ADF is displayed.

6. Press **Start** (u) to begin copying.

 **NOTE:** If necessary, customize the copy settings including number of copies, contrast, and image quality by using the Copy menus. See [Setting Copy Options](#).

Changing the Default Settings


The copy options, including contrast, image quality, copy size, and the number of copies, can be set to the most frequently used modes. When you copy a document, the default settings are used unless changed using Copy menus.

 **NOTE:** While you set copy options, pressing **Cancel** (V) cancels the changed settings and returns to the default status.

To create your own default settings:

1. Press **Scroll** (<>) to select Copy and press **Select** (P).
 2. Press **Scroll** (<>) to select Copy Defaults and press **Select** (P).
 3. Press **Scroll** (<>) to scroll through the setup options described previously (see [Setting Copy Options](#)).
 4. When the option you want to set appears, press **Select** (P) to access the option.
 5. Change the setting using the **Scroll** (<>) or enter the value using the number keypad.
 6. Press **Select** (P) to save the selection.
 7. Repeat steps 3 through 6, as required.
 8. To return to Standby mode, press **Cancel** (V).
-

Using Dell MFP Center

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

Dell MFP Center is an application that enables you to copy items from your computer. Dell MFP Center runs as a separate application from:

1. Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.
1. Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.

Copying Using the Dell MFP Center

The Dell MFP Center makes it easy for you to access all copy functions from one central location.

1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

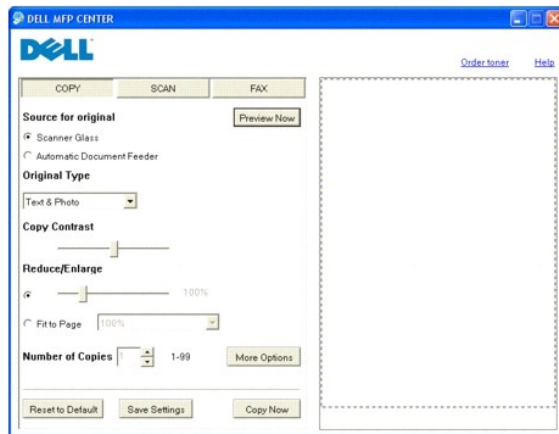
Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Open Dell MFP Center:

- 1 In Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.

- 1 In Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.



3. Click the **COPY** button.
4. Choose your copy preferences and click **Preview Now** to see how your preferences affect the picture.
5. Click **Copy Now** when you are satisfied with the preview image.

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Scanning

Dell™ Multi-Function Printer 1125 User's Guide

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- [Scanning Using the TWAIN-Dell MFP 1125 Scanner](#)
- [Changing Default Settings](#)

Scanning Overview

Use your Dell™ MFP 1125 to convert pictures and text into editable images on your computer. After you install the software from the *Drivers and Utilities* CD, you can start scanning images using either the operator panel or applications such as Dell MFP Center or Adobe PhotoShop on your computer, which enables you to scan a document on your printer as a BMP, JPEG, TIFF, or PDF and save it to a computer. Or, you can send the scanned image as an e-mail attachment directly from the printer.

 **NOTE:** DELL MFP Center is the scanning program provided with your printer.

The resolution setting to use when you scan an item using PaperPort depends on the item type and how you plan to use the image or document after you scan it in to your computer. For the best results, use these recommended settings.

Item Type	Resolution
Documents	300 dpi black-and-white or 200 dpi grayscale or color
Documents of poor quality or that contain small text	400 dpi black-and-white or 300 dpi grayscale
Photographs and pictures	100-200 dpi color or 200 dpi grayscale
Images for an inkjet printer	150 dpi to 300 dpi
Images for a high-resolution printer	300 dpi to 600 dpi

Scanning above these recommended resolutions may exceed the capabilities of the application. If you require a resolution above those recommended in the above table, you should reduce the size of the image by previewing (or pre-scan) and cropping before scanning the image.

Using Dell MFP Center

Dell MFP Center is an application that enables you to scan items and send them directly to programs on your computer. Dell MFP Center runs as a separate application from:

- 1 **Windows XP:** Start→ All Programs→ DELL→ DELL Printers→ DELL MFP 1125→ Utilities→ DELL MFP Center.
- 1 **Windows XP:** Start→ All Programs→ DELL→ DELL MFP 1125→ Utilities→ DELL MFP Center.

Scanning Using the Dell MFP Center

The Dell MFP Center makes it easy for you to access all scan functions from one central location.

1. Load the document(s) face up, with the top edge of the document first into the ADF.

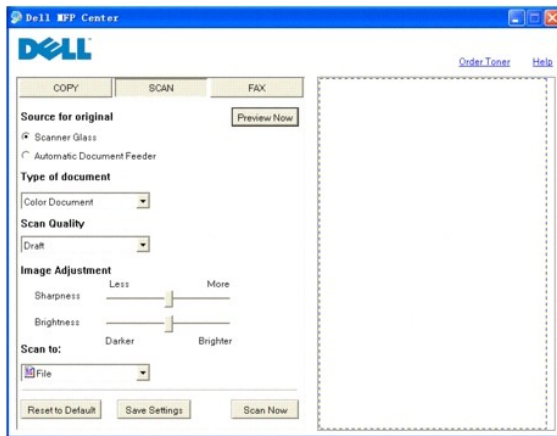
OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Open Dell MFP Center.

- 1 **In Windows XP:** Start→ All Programs→ DELL→ DELL Printers→ DELL MFP 1125→ Utilities→ DELL MFP Center.
- 1 **In Windows Vista:** Start→ All Programs→ DELL→ DELL MFP 1125→ Utilities→ DELL MFP Center.




3. Click the **SCAN** button.
4. Choose your scanning preferences and click **Preview Now** to see how your preferences affect the picture.
5. Click **Scan Now** when you are satisfied with the preview image.

Scanning From the Operator Panel

1. Load the document(s) face up, with the top edge of the document first into the ADF.
OR
Place a single document face down on the scanner glass.
For more information on loading a document, see [Loading an Original Document](#).
2. Press **Scroll** (<>) to select Scan and press **Select** (P).
3. Press **Scroll** (<>) to select PC and press **Select** (P).
4. Press **Scroll** (<>) to select an application to which you want to send the scanned image. The default applications are MS Paint, Email, My Documents, PaperPort, and OCR.
 - o Microsoft Paint: Sends the scanned image to Microsoft Paint.
 - o Email: Sends the scanned image to your default e-mail program on the computer. A new message window opens with the image attached.
 - o My Documents: Saves the scanned image in the My Documents folder on the computer.
 - o PaperPort: Sends the scanned image to PaperPort. PaperPort launches automatically.
 - o OCR: Sends the scanned image to an OCR application. The text is extracted from the scanned image and presented in the selected application.
5. Press **Select** (P).
6. The selected application window opens and the scanned image is imported ready for use.

Scanning Using the Windows Image Acquisition (WIA) Driver

Your printer also supports the WIA-Dell MFP 1125 Scanner for scanning images. WIA is one of the standard components provided by Microsoft® Windows® and works with digital cameras and scanners. Unlike the TWAIN-DELL MFP 1125 Scanner, the WIA-Dell MFP 1125 Scanner enables you to scan an image and easily manipulate those images without using additional software.

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

1. Load the document(s) face up, with the top edge of the document first into the ADF.
OR
Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Open the Scanners and Cameras utility in the Control Panel.
 - 1 In Windows XP: Click **Start**→ **Control Panel**→ **Printers and Other Hardware**→ **Scanners and Cameras**.
 - 1 In Windows XP: Click **Start**→ **Control Panel**→ **Hardware and Sound**→ **Scanners and Cameras**.
3. Double click your Scanner icon.
 - 1 In Windows XP, the **Scanners and Camera Wizard** launches.
 - 1 In Windows Vista, the **Scanner Properties** window opens.
4. Choose your scanning preferences and click **Preview** to see how your preferences affect the picture.



5. Enter a picture name and select a file format and destination to save the picture.
6. Follow the on-screen instructions to edit the picture after it is copied to your computer.

Scanning Using the TWAIN-Dell MFP 1125 Scanner

Use the TWAIN-Dell MFP 1125 Scanner dialog box to select scan settings before scanning an item, select an image area to scan, or preview an image you want to scan from scanning enabled software such as Adobe™ Photoshop®.

Using the TWAIN-Dell MFP 1125 Scanner

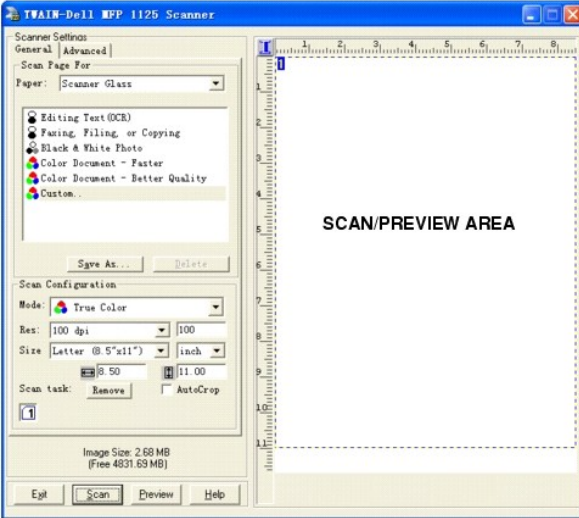
1. Launch the required scanning application (e.g. Photoshop).
2. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).
3. From the **File** drop down menu, select **Import** and the **TWAIN-Dell MFP 1125 Scanner** (or equivalent acquisition function).
4. Set the required scanning preferences. See [Configuring the TWAIN-Dell MFP 1125 Scanner](#).
5. Click the **Preview** (Scanner Glass mode only) button or the **Scan** button in ADF mode. The image is scanned and imported into the workspace.
6. Make any required adjustments and save as normal.

Configuring the TWAIN-Dell MFP 1125 Scanner



General Settings

This section of the dialog window provides a description of the scanner source settings.

Paper

Select the scan media source from the drop-down list.

- 1 **Scanner Glass:** source is media placed on scanner glass.
- 1 **Automatic Document Feeder:** source is media placed in ADF.


The options in the box below change according to the option(s) you choose.

Selecting the Scanner Glass

Scanner Glass Options: the following options are available when you select the Scanner Glass as the scanner source.

- 1 **Editing Text (OCR):** Used to scan business letters, contracts, memos, and other documents that you want to edit.
 - 1 **Bit Depth:** 1-bit
 - 1 **Resolution:** 300 dpi
 - 1 **Description:** Enhances the use of OCR software for converting image text to editable text. Provides higher quality and creates larger files than the Faxing, Filing, or Copying scan setting.
- 1 Faxing, Filing, or Copying: Used to scan newspaper and magazine articles, receipts, forms, and other text items.
 - 1 **Bit Depth:** 1-bit (black and white)
 - 1 **Resolution:** 200 dpi
 - 1 **Description:** Provides the fastest scan time and smallest file size. This is the best setting if you want to fax, file, or copy the scanned item.
- 1 Black & White Photo: Use to scan black-and-white photos in grayscale
 - 1 **Bit Depth:** 8-bit
 - 1 **Resolution:** 200 dpi
 - 1 **Description:** Provides the best setting scanning black-and-white photos.
- 1 **Color Document - Faster:** Use to scan pages with many graphics, or mixed graphics and text, line art, or color photographs that require a quick scan.
 - 1 **Bit Depth:** 24-bit (color)
 - 1 **Resolution:** 100 dpi
 - 1 **Description:** Provides the ideal setting for scanning color photographs or art or to work with items for image editing, desktop publishing, and high-quality output. Results in a scanned color image in a file that is not too large. This is the default setting.
- 1 **Color Document - Better Quality:** Use to scan pages with many graphics, or mixed graphics and text, line art, or color photographs.
 - 1 **Bit Depth:** 24-bit (color)
 - 1 **Resolution:** 200 dpi


- 1 **Description:** Provides the ideal setting for scanning color photographs or art or to work with items for image editing, desktop publishing, and high-quality output. Results in a slower scan time and a larger file size because of the 200 dpi resolution.
- 1 **Custom (Scanner Glass):** Use to scan any image.
 - 1 **Color Mode:** Black & White, Grayscale, True Color
 - 1 **Resolution:** Any user-defined dpi

 **NOTE:** After changing custom settings, the **Save As...** button is available. Click **Save As..** and enter a name to save customized scan settings. The user defined name is displayed in the scan settings window.

Selecting the Automatic Document Feeder

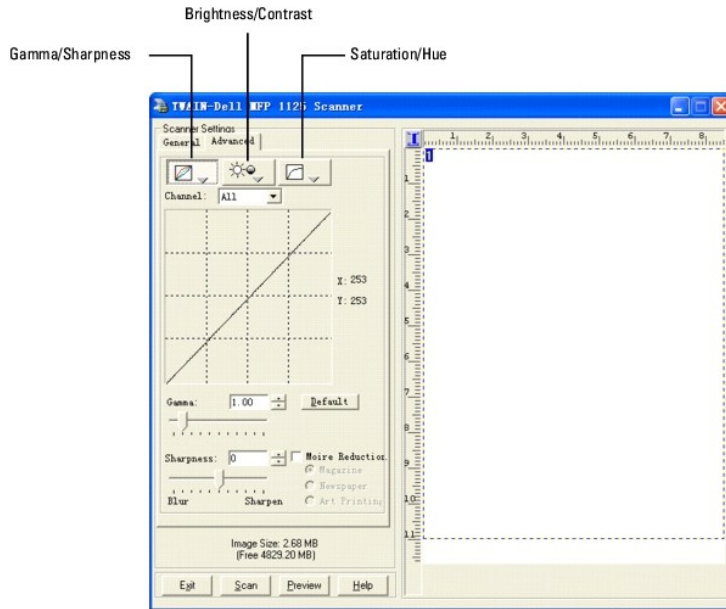
The following options are available when you select the ADF as the scanner source.

- 1 **ADF - Faster:** Used to scan pages with many graphics, or mixed graphics and text, line art, or color photographs that require a quick scan.
 - 1 **Bit Depth:** 24-bit (color)
 - 1 **Color Mode:** True Color.
 - 1 **Resolution:** 100dpi
 - 1 **Description:** Provides the ideal setting for scanning color photographs or art or to work with items for image editing, desktop publishing, and high-quality output. Results in a reasonable scanned color image in a file that is not too large.
- 1 **ADF – Better:** Used to scan pages with many graphics, or mixed graphics and text, line art, or color photographs.
 - 1 **Bit Depth:** 24 Bit.
 - 1 **Color Mode:** True Color.
 - 1 **Resolution:** 300dpi
 - 1 **Description:** Provides the ideal setting for scanning color photographs or art or to work with items for image editing, desktop publishing, and high-quality output. Results in a slower scan time and a larger file size because of the 300 dpi resolution.
- 1 **ADF – Gray:** Used to scan pages with many graphics, or mixed graphics and text, line art, or color photographs.
 - 1 **Bit Depth:** 8 Bit.
 - 1 **Color Mode:** True Color.
 - 1 **Resolution:** 300dpi
 - 1 **Description:** Provides the ideal setting for scanning Gray photographs or to work with items for image editing, desktop publishing. Results in a scanned gray image in a file that is not too large.
- 1 **Custom (ADF):** Use to scan any image
 - 1 **Color Mode:** Black & White, Grayscale, True Color
 - 1 **Resolution:** Any user-defined dpi

 **NOTE:** After changing custom settings, the **Save As...** button is available. Click **Save As..** and enter a name to save customized scan settings. The user defined name is displayed in the scan settings window.

Advanced Settings

Use the Advanced Settings dialog box to set the gamma, sharpness, brightness, contrast, hue, and saturation.



Gamma and Sharpness

Click the **Gamma/Sharpness** button to adjust gamma and sharpness settings.

Gamma Settings

Gamma changes will alter the way in which brightness is distributed across the light spectrum, resulting in differences in color perception. It is used by software to imitate color as closely as possible to the original.

Select Gamma values between 0.10 and 10.0 by using the arrows, sliding bar or entering the value required in the field provided. The default Gamma setting is 1.0. Click the **Default** button to return to the default value.

Sharpness Settings

Changes to the Sharpness setting will alter the differentiation between color and image borders, sharpening them or blurring them.

Select Sharpness values between -100 and 100 by using the arrows, sliding bar or entering the value required in the field provided. The default setting is 0. Click the **Default** button to return to the default value.

Brightness and Contrast

Click the **Brightness/Contrast** button to adjust gamma and sharpness settings.

Brightness Settings

Changes to Brightness will alter the appearance of a scanned image, lightening or darkening the overall image.

Select Brightness between -100 and 100 by using the arrows, sliding bar or entering the value required in the field provided. The default is 0. Click the **Default** button to return to the default value.

Contrast Settings

Changes to Contrast will alter the appearance of a scanned image, altering the difference between light and dark areas of an image. While similar to Brightness, Contrast alters areas of the image in relation to each other rather than the image as a whole.

Select Contrast between -100 and 100 by using the arrows, sliding bar or entering the value required in the field provided. The default is 0. Click the **Default** button to return to the default value.

Hue and Saturation

Click the **Hue/Saturation** button to adjust gamma and sharpness settings.

Saturation Settings

The Saturation level represents how much black is present in a color. A fully saturated red, for example, would be pure red with no black. Changes to Saturation will affect the color output in a scanned image.

Select Saturation between -100 and 100 by using the arrows, sliding bar or entering the value required in the field provided. The default is 0. Click the **Default** button to return to the default value.

Hue Settings

Changes to the Hue setting will alter the color composition of an image by changing the predominant colors within it. The color chart within the Saturation/Hue screen shows how the different settings effect the overall image.

Select Hue between -180 and 180 by using the arrows, sliding bar or entering the value required in the field provided. The default is 0. Click the **Default** button to return to the default value.

Moire Reduction


Moire Reduction is used to dampen the effect that glossy source material has on scan results - typically from magazine cover scans. If this option is not used, some light reflection may be present in a scanned image.

The Moire Reduction check box appears on all of the screens. If Moire Reduction is checked, select Magazine, Newspaper or Art Print using the radio buttons provided.

Resolution

You can select a resolution from 75 dpi to 600 dpi from the list using the ADF or from 75 dpi to 19200 dpi using the scanner glass. The higher the dpi is set, the greater the image resolution.

 **NOTE:** As resolution increases, so does file size and the length of time to scan an item.

 **NOTE:** If the scanning file results in a file larger than the available space, the TWAIN-Dell MFP 1125 Scanner will display an error message and cancel scanning.

Enter a user-defined resolution in the text box. The drop-down list will display User **defined**.

Paper Size

Select a paper size from the first drop-down list:

Paper Size	Scanner Glass	ADF
3x5	<input type="radio"/>	X
4x6	<input type="radio"/>	X
5x7	<input type="radio"/>	X
Letter (8.5" x 11")	<input type="radio"/>	<input type="radio"/>
Legal (8.5" x 13")	<input checked="" type="radio"/>	<input type="radio"/>
A4 (8.25" x 11.69")	<input type="radio"/>	<input type="radio"/>
Business Card	<input type="radio"/>	X
User defined	<input type="radio"/>	X

Select the units (inches, centimeters, or pixels) from the drop-down list.

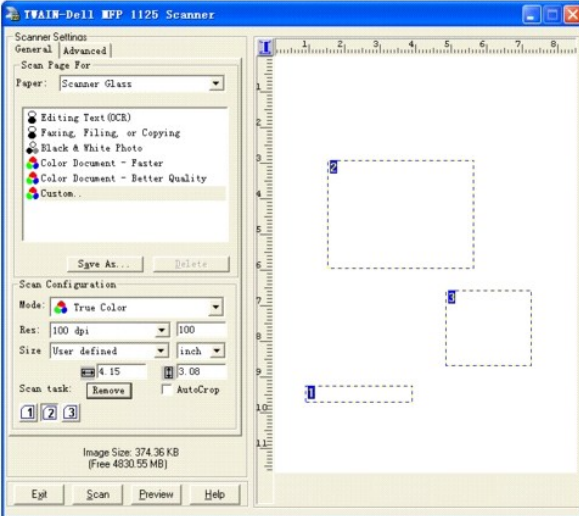
Alternatively, drag the mouse in the preview area to set the size or type the scanning size directly in the text boxes.

Autocrop

Select this option to let the scanner automatically determine the size of the item being scanned. When TWAIN starts up, Auto Crop is off (default) When ADF scanning is selected, Auto Crop is disabled.

Scan Task

You can set several areas to be scanned by dragging the mouse in the preview area.



Select a scan task and click **Remove** to delete the scan task from the preview area.

Scan/Preview Area

This area displays the item you are scanning or enables you to select the area to scan. Use the rectangle to select the area to scan. Drag the scan areas to change the size of the scan area. Place the mouse cursor inside the rectangle to move the scan area.

Exit

Click **Exit** to close the dialog box.

Scan

Click **Scan** to scan the item that is loaded in the ADF or on the scanner glass.

Preview

Click **Preview** to display the item that is in loaded in the ADF or on the scanner glass.

Changing Default Settings

You can set up default scan settings instead of changing settings for each scan.

1. Press **Scroll** (<>) to select Scan and press **Select** (P).
2. Press **Scroll** (<>) to select Scan Default and press **Select** (P).
3. Press **Scroll** (<>) to select to PC and press **Select** (P).
4. Press **Scroll** (<>) to select the new destination default:
 - o Microsoft Paint
 - o Email
 - o My Documents
 - o PaperPort
 - o OCR
5. Press **Select** (P) to select the new destination default.
6. Press **Scroll** (<>) to select Scan Color and **Select** (P).

7. Press **Scroll** (<>) to select the required scan color default:

- o Black
- o Color
- o Gray

8. Press **Select** (P) to select the scan color default.

9. Press **Scroll** (<>) to select Quality and press **Select** (P).

10. Press **Scroll** (<>) to select the quality default:

- o 1200
- o 600
- o 300
- o 150
- o 75

11. Press **Select** (P) to select the quality default.

12. Press **Scroll** (<>) to select Original Size and **Select** (P).

<ul style="list-style-type: none">o A4o B5o A5o A6o LGLo 60 x 80 mmo 9 x 13 cmo 10 x 15 cmo 13 x 18 cmo 20 x 25 cm	<ul style="list-style-type: none">o 8.5 x 11"o 2.25 x 3.25"o 3 x 5"o 3.5 x 5"o 4 x 6"o 5 x 7"o 8 x 10"o Hagaki
---	---

13. Press **Scroll** (<>) to select the new original size default:

14. Press **Select** (P) to select the new original size default.

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Faxing

Dell™ Multi-Function Printer 1125 User's Guide


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- [Setting up the Fax System](#)
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- [Sending a PC-Fax](#)
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- [Sending Fax from a PC](#)

This chapter contains information on settings up the DELL MFP 1125 for operation, sending, and receiving faxes, and sending faxes from a PC (local and shared network).

Setting the Printer ID


In most countries, it is required by law to indicate the originating fax number on any fax sent. The printer ID, containing the telephone number and name or company name, can be added to the top of each page sent from the printer as follows:

1. Press **Scroll** (<>) to select **Setup** and press **Select** (P).
 2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
 3. Press **Scroll** (<>) to select My Phone No and press **Select** (P).
 4. Enter your fax number using the keypad. If a mistake is made while entering numbers, press the left **Scroll** (<) button to overwrite the last digit.
 5. Once satisfied, press **Select** (P).
 6. The prompt asks for a name. Enter a name or company name. For example, you can enter The Company using the keypad.

 **NOTE:** For more information on how to use the keypad to enter alphanumeric characters, see [Using the Number Keypad to Enter Characters](#).
 7. Once satisfied, press **Select** (P).
 8. Press **Cancel** (V) to return to Standby mode.
-

Using the Number Keypad to Enter Characters


Certain menu selections, such as My Phone No in the Device Setup menu, require text input. The majority of the keys on the number keypad have three or four letters printed on them.


 **NOTE:** The 1, 0, #, and * keys do not have printed letters as they are special characters keys.

When in a text entry field, press the number key that represents the character you require one to eight times (depending on the position of the character required, see the table below) followed by the next numeric key representing the next character and so on.

For example, to enter the name JOHN into a text field, enter the following keystrokes.

1. Press **5** once.
2. Press **6** three times.
3. Press **4** twice.
4. Press **6** twice, followed by **Select** (P) to confirm the entry.

 **NOTE:** To enter consecutive letters that appear on the same numeric key, for example in the name HARRY, press the Scroll (>) button to advance to the next field, for example, press **4** twice (H), **2** once (A), **7** three times (R), (>), **7** three times (R) and **9** three times (Y) and press **Select (P)**.

 **NOTE:** To insert a space in a name, press **Scroll (>)** twice to advance the cursor two places and type as normal.

Keypad Letters

Key	Alpha Mode	Numeric Mode
1	@, . / * # & \$ + - () ^	1
2	A B C a b c	2
3	D E F d e f	3
4	G H I g h i	4
5	J K L j k l	5
6	M N O m n o	6
7	P Q R S p q r s	7
8	T U V t u v	8
9	W X Y Z w x y z	9
0		0
*	Toggles between alpha and numeric mode	Toggles between alpha and numeric mode
#	#	#

Changing Numbers or Names

To edit a number or name, enter the required menu function and type the correct entry over the existing entry and press **Select (P)**.

OR

Enter the required menu function and press **Cancel(V)** to clear the LCD and type the correct entry and press **Select (P)**

 **NOTE:** If you make a mistake while entering a number or name, press the **Scroll (<>)** buttons to place the cursor under the incorrect digit or character. Then enter the correct number or character and press **Select (P)**.

Inserting a Pause

For some telephone systems, it is necessary to dial an access code and listen for a second dial tone, if an outside line is required, for example. A pause must be entered in the number in order for the access code to function. To enter a pause in a number, press the **Pause (⓪)** button at the required pause point.

For example, if an outside line is required for the requested number, enter:

9 (,) 12345678

The comma represents a pause in dialing to allow for the second dial tone to be established.

Setting up the Fax System

Setting Fax Default options available in the operator panel menu defines how all faxes are sent and received unless temporary changes are made using other menus. See the following guide to make changes to Fax Default settings.

Setting Fax Default Options

1. Press **Scroll (<>)** to select Fax and press **Select (P)**.
2. Press **Scroll (<>)** to select Fax Default and press **Select (P)**.
3. Press **Scroll (<>)** to select the required option (see table below) and press **Select (P)**.
4. Press **Scroll (<>)** to select the required setting and press **Select (P)**.
5. Press **Cancel (V)** to return to the Standby mode.

The following table shows the options available in the Fax Defaults menu.

Menu	Submenu	Options	Description
------	---------	---------	-------------

Resolution	N/A	Standard (Default) Fine Super Fine	Set the default fax resolution value.
TX Contrast	N/A	Normal (Default) Darker Lighter	Select the fax contrast value.
Other Settings	Rings to Answer	1-7 (Default: 1)	Set the number of times the printer rings before answering an incoming call.
	F/T Ring Time	5-99 (Default: 15s)	Set fax/tel ring time in seconds.
	Receive Mode	Ans/Fax (Default)	Ans/Fax mode: The printer can share one telephone line with an answering machine. In this mode, the printer may monitor the fax signal and pick up the line if there are fax tones. NOTE: If local phone communication is serial, this mode is not available.
		Fax/Tel	Fax/Tel: Receive a fax by picking up the handset of the extension phone not directly connected to the back of the printer and then pressing the remote receive code, or picking up the handset of the extension phone directly connected to the back of the multi-function printer and pressing Start (u) , or accessing Fax On Hook Dial Yes when the bell is ringing (audible voice or fax tones from the remote machine) and then pressing Start (u) on the operator panel.
		Fax	Fax mode (automatic receive mode): The printer answers an incoming calls and automatically selects receive mode. The number of rings before the printer answers can be set in the Rings to Answer option. If the user memory is full, the printer can no longer receive incoming faxes. Removing data stored in the memory to resume (see Clearing the Memory).
		Tel	Tel mode (manual receive mode): Manual receive mode is enabled when automatic fax reception is turned off.
	Redial Delay	1-15 (Default: 3)	Set the redial interval. The printer automatically redials a remote fax machine if it is busy.
	Redial Attempts	On/Off (Default: On)	Set the redial settings if a remote fax machine is busy.
	MSG Confirm	On (Default) Off On-Err On-Err + Image On + Image	Set the printer to produce a report showing the status of the fax transmission, the number of pages transmitted, and other details. On: A report is produced to confirm fax transmission. Off: No reports are produced. On-Err: A report is only produced after receiving an error alert. On-Err + Image: A report is only produced after receiving an error alert while loading an image. On + Image: A report is produced after loading an image.
	Auto Reduction	Off (Default) On	When receiving a documents larger than the paper size in the paper tray, the printer can reduce the size of the document to fit the size of the paper loaded in the printer. Off: The document is divided and printed actual size on two or more pages. On: The machine automatically reduces the incoming document.
	TTI	On Off	Enable or disable Transmit Terminal Identification (TTI)
	Receive Code	0-9 (Default: 9)	The Receive Code Enables fax reception from an extension phone plugged into the extension telephone socket on the back of the printer. If you pick up the extension phone and hear a fax tone, enter the Receive Code. See Receiving Manually Using an Extension Telephone for more information about using the code.

Sending a Fax

It is possible to begin typing the number on the keypad without first selecting fax mode. The printer automatically switches to fax mode when the third digit is entered on the keypad.


Temporary changes to the following fax attributes override the default settings previously entered in the Fax Default menu.

Adjusting Fax Settings

Adjusting the Document Resolution

Adjust Resolution to alter faxed document image quality depending on requirements:

- 1 Standard - the default setting designed for documents with normal sized characters
- 1 Fine - designed for use with documents containing small or fine characters or documents printed using a dot-matrix printer
- 1 Super Fine - designed for use with documents containing extremely fine detail.

 **NOTE:** The Super Fine mode is only available if the remote printer also supports the Super Fine resolution. Faxes scanned in Super Fine resolution transmit at the highest resolution supported by the receiving device.

See the following guide to temporarily adjust fax Resolution.

1. Press **Scroll** (<>) to select Fax and press **Select** (P).
2. Press **Scroll** (<>) to select Quality Settings and press **Select** (P).
3. Press **Scroll** (<>) to select Resolution and press **Select** (P).
4. Press **Scroll** (<>) to select Standard, Fine, or Super Fine and press **Select** (P).
5. Transmit fax as normal (see [Sending a Fax Automatically](#) and [Sending a Fax Manually](#)).
6. Press **Cancel** (V) to return to the Standby mode.

Adjusting the Document Contrast

Adjusting Contrast causes faxed documents to appear lighter or darker, depending on requirements:

- 1 Normal - the default settings designed for use with standard typed or printed documents
- 1 Darker - designed for use with light print or faint pencil markings
- 1 Lighter - designed for use with dark print

 **NOTE:** The Contrast menu applies changes to the next fax only. Default fax settings are reapplied after the fax is sent.

See the following guide to temporarily adjust fax Contrast.

1. Press **Scroll** (<>) to select Fax and press **Select** (P).
2. Press **Scroll** (<>) to select Quality Settings and press **Select** (P).
3. Press **Scroll** (<>) to select TX Contrast and press **Select** (P).
4. Press **Scroll** (<>) to select Normal, Darker, or Lighter and press **Select** (P).
5. Transmit fax as normal (see [Sending a Fax Automatically](#) and [Sending a Fax Manually](#) below).
6. Press **Cancel** (V) to return to the Standby mode.

Sending a Fax Automatically

See the following guide to automatically send a fax.

1. Load the document(s) face up with top edge first into the ADF (see [Using the Automatic Document Feeder \(ADF\)](#)).

OR

Place a single document face down on the scanner glass (see [Using the Scanner Glass](#)).


2. Adjust the document contrast and resolution to suit your fax needs (see above).
3. Enter the remote fax phone number using the keypad.

 **NOTE:** You can also use one or two-digit speed or group dial numbers. For more information, see [Automatic Dialing](#).

4. Press **Start** (u). When the document is loaded from the scanner glass, the message, **Another Page?** appears on the top line of the display after the document is scanned into the memory. For more than one page, remove the scanned page, load the next page on the glass and select Yes. After all of

the pages are scanned, select No when the display shows **Another Page?**.

5. When the printer establishes contact with the receiving machine, it dials the number and sends the fax.

 **NOTE:** Press **Cancel** (V) to cancel the fax job at any time during transmission.

Sending a Fax Manually

1. Load the document(s) face up with top edge first into the ADF (see [Using the Automatic Document Feeder \(ADF\)](#))

OR

Place a single document face down on the scanner glass (see [Using the Scanner Glass](#)).

2. Adjust the document contrast and resolution to suit your fax needs (see above).
3. Press **Scroll** (<>) to select Fax mode and press **Select** (P).
4. Press **Scroll** (<>) to select Fax Features and press **Select** (P).
5. Press **Scroll** (<>) to select On Hook Dial and press **Select** (P).
6. On Hook is displayed on the LCD. Enter the number of the remote fax machine using the keypad and press **Start** (u).
7. Press 1. TX or 3. RX and press Start(u).
8. Transmitting is displayed on the LCD. Once transmission is complete, the machine returns to Standby mode.

 **NOTE:** Press **Cancel** (V) to cancel the fax job at any time during transmission.

Confirming Transmissions

After a successful transmission, the printer returns to Standby mode. If enabled, the printer features an automatic confirmation system that reports after each fax transmission. For more information, see [MSG Confirm](#).

After an unsuccessful transmission, an error message is displayed on the LCD. For a listing of error messages and their meaning, see [Clearing LCD Error Messages](#).

If you receive an error message, press **Cancel** (V) to clear the message and try to send the document again.

Automatic Redialing

When the printer redial is set to On (default), the printer automatically redials the number you have dialed if it is busy.

When the display shows Awaiting Redial press **Select** (P) to redial the number without waiting. To cancel the automatic redialing, press **Cancel** (V).

To change the redial setting, see [Setting Fax Default Options](#).

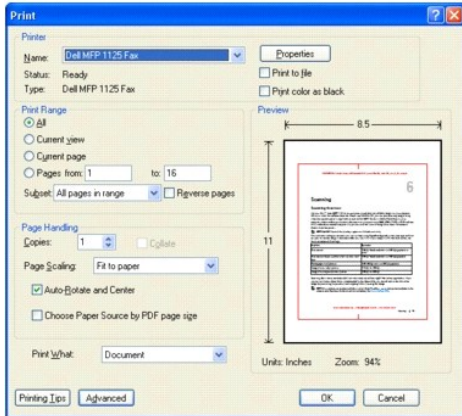
Sending a PC-Fax

It is possible to send a fax by using software applications. The Fax driver is automatically installed in the computer and is available as a printer option.

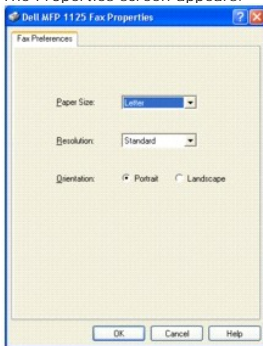
To send a PC-Fax, perform the following procedures.

1. Select **Print** from your application.

The Print screen displays.



2. In the Printer Name field, select **Dell MFP 1125 Fax**.
3. Click the Properties button.
The Properties screen appears.



4. Select Paper Size, Resolution, and Orientation.
5. Click **OK** to continue.
6. Enter the recipient's name.
The Recipient's Information screen displays.

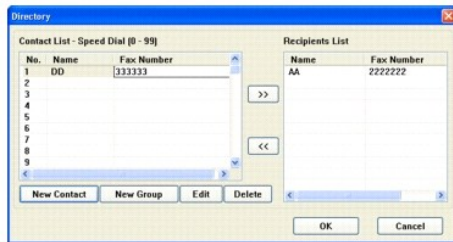


7. In the Recipient's Name field enter the Name and the Fax Number of the recipient.
8. Click **Add** to enter the contact in the Recipient's List as shown.



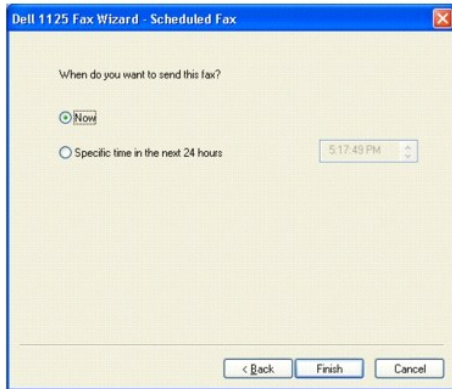
OR

- Click the Directory button to open the DELL MFP 1125 directory.



The directory screen appears. The contact list on the left side of the screen represents the directory imported from the DELL MFP 1125.

- Select a contact and press (>>) to move it to the Recipients List.
- Click **OK** to continue.
The Recipients Information screen displays.
- Click **Next** to continue.
The Scheduled Fax screen displays.



- Specify a time to send or select **Now** (default).
- Click **Finish** to send.

Receiving a Fax

NOTE: The Dell MFP 1125 Printer cannot receive color faxes.

About Receiving Modes

NOTE: To use the Ans/Fax mode, remove the blue socket from the extension telephone socket () found on the back of your printer before attaching an answering machine.

When the memory is full, the printer can no longer receive any incoming faxes. Secure free memory to resume by removing data stored in the memory.

Loading Paper for Receiving Faxes

The instructions for loading paper in the paper tray are the same whether you are printing, faxing, or copying, except that faxes can only be printed on Letter, A4, or Legal-sized paper. For more information on loading paper, see [Loading Print Media in the Paper Tray](#). For more information on setting the paper type and size in the tray, see [Setting the Paper Type](#) and [Setting the Paper Size](#).

Receiving Automatically in Fax Mode

The printer is preset to the fax mode at the factory. When you receive a fax, the printer answers the call on a specified number of rings and automatically receives the fax.

To change the number of rings, see [Setting Fax Default Options](#).


If you want to adjust the ringer volume, see [Setting Sounds](#).

Receiving Manually in the Tel Mode


You can receive a fax by picking up the handset of the extension phone and then pressing the remote receive code (see [Receive Code](#)), or by accessing **Fax On Hook Dial Yes** when the bell is ringing (you can hear voice or fax tones from the remote printer) and then pressing **Start (u)** on the operator panel.

The printer begins receiving a fax and returns to Standby mode when the reception is completed.

Receiving Automatically in the Ans/Fax Mode


If you are using an answering machine in this mode, attach it to the extension telephone socket () on the back of your printer.

If your printer does not detect a fax tone, the answering machine will take the call. If your printer detects a fax tone, it automatically initiates reception of the fax.

 **NOTE:** If you have set your printer to Ans/Fax mode and your answering machine is switched off, or no answering machine is connected to your machine, your printer may automatically switch to Fax mode after a predefined number of rings.

 **NOTE:** It is recommended the **Rings to Answer** in Ans/Fax mode be set to 3 or less to insure all calls are answered.

Receiving Manually Using an Extension Telephone

This feature works best when you are using an extension telephone connected to the extension telephone socket () at the back of your printer. You can receive a fax from someone you are talking to after ending the call on the extension telephone without having to go to the fax machine.

1. Ask the sender to hang up and send the fax on the same line.
2. When you hear the fax tone, press the keys ***9*** (star nine star) on the extension telephone.
3. The printer receives the document.
4. Press the buttons slowly in sequence. If you still hear the fax tone from the remote printer, try pressing ***9*** once again.
5. ***9*** is the remote receive code preset at the factory. The first and the last asterisks are fixed, but you can change the middle number to whatever you choose. The code should be one digit. For more information on changing the code, see [Setting Fax Default Options](#).

Receiving Faxes in the Memory

Since your printer is a multi-tasking device, it can receive faxes while performing other tasks. If you receive a fax while you are copying, printing, or run out of paper or toner, your printer stores incoming faxes in the memory. As soon as you finish copying, printing, or resupply the consumables, the printer automatically prints the fax.

Automatic Dialing

Speed Dialing

You can store up to 99 frequently dialed numbers in one or two-digit speed dial locations (0 to 99).

Storing a Number for Speed Dialing

1. Press **Directory** (&) on the operator panel. Press **Scroll** (<>) to select Directory and press **Select** (P).
OR
Press **Scroll** (<>) to select Fax and press **Select** (P). Press **Scroll** (<>) to select Directory and press **Select** (P).
2. Press **Scroll** (<>) to select Add and press **Select** (P).
3. Press **Scroll** (<>) to select Add Person and press **Select** (P).
4. Enter a one or two digit speed dial number between 0 and 99, using the number keypad and press **Select** (P).
OR
Select the location by pressing **Scroll** (<>) and then press **Select** (P).
5. Enter a name and press **Select** (P). For more information on how to enter names, see [Using the Number Keypad to Enter Characters](#).
6. Enter the fax number you want to store using the number keypad and press **Select** (P).
To insert a pause between numbers, press **Pause** () and a "," appears on the display.
7. To store more fax numbers, repeat steps 3 through 6.
OR
To return to Standby mode, press **Cancel** (V).

Editing Speed Dial Numbers

1. You can edit a specific speed dial number.
Press **Directory** (&) on the operator panel.
OR
Press **Scroll** (<>) to select Fax and press **Select** (P). Press **Scroll** (<>) to select Directory and press **Select** (P).
2. Press **Scroll** (<>) to select Edit and press **Select** (P).
3. Press **Scroll** (<>) to access Edit Person.
4. Enter the speed dial number you want to edit or select the speed dial number by pressing **Scroll** (<>) and press **Select** (P).
5. Enter the correct fax number you want and press **Select** (P).
6. Enter the correct name you want and press **Select** (P).
7. If you want to edit another speed dial number, repeat from step 4.
OR
Press **Cancel** (V) to return to Standby mode.

Sending a Fax using a Speed Number

1. Load the document(s) face up, with the top edge of the document first into the ADF.
OR
Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Press **Scroll** (<>) to select Fax and press **Select** (P).
3. Adjust the document contrast and resolution to suit your fax needs.

 **NOTE:** For more information, see [Adjusting the Document Contrast](#) and [Adjusting the Document Resolution](#).

4. Press **Scroll** (<>) to select Enter Number and press **Select** (P).
5. Enter the pre programmed speed dial number location and press Start (u).
6. The corresponding entry's name is displayed and the document scans into the memory.
7. If the document is loaded on the scanner glass, the LCD display asks if you want to send another page. Scroll to Yes to add more documents or No to begin sending the fax immediately and press **Select** (P).
8. The fax number stored in the speed dial location is automatically dialed. The document is sent when the remote fax machine answers.

Group Dialing

If you frequently send the same document to several destinations, you can create a group of these destinations and set them under a one or two-digit group dial location. This enables you to use a group dial number setting to send the same document to all the destinations in the group.

 **NOTE:** You cannot include one group dial number within another group dial number.

Setting Group Dial

1. Press **Directory** (&) on the operator panel.
OR
Press **Scroll** (<>) to select Fax and press **Select** (P). Press **Scroll** (<>) to select Directory and press **Select** (P).
2. Press **Scroll** (<>) to select Add Group and press **Select** (P).
3. Enter a name and press **Select** (P).
4. Enter a group number between 0 and 99 and press **Select** (P).
OR
Select the location you want by pressing **Scroll** (<>) and then press **Select** (P).
5. Enter a one or two-digit speed number you want to assign to the group and press **Select** (P).
OR
Select the location by pressing **Scroll** (<>) and then press **Select** (P).
6. At the Add Another? prompt, press **Select** (P) to enter other speed dial numbers into the group.
OR
Press **Scroll** (<>) to display No and press **Select** (P) when you have entered all of the desired numbers.
7. If you want to assign another group, repeat from step 2.
OR
To press **Cancel** (V) to return to Standby mode.

Editing Group Dial Numbers

You can delete a specific speed dial number from a selected group or add a new number to the selected group.

1. Press **Directory (&)** on the operator panel.

OR

Press **Scroll (<>)** to select Fax and press **Select (P)**. Press **Scroll (<>)** to select Directory and press **Select (P)**.

2. Press **Scroll (<>)** to select Edit and press **Select (P)**.

3. Press **Scroll (<>)** to select Edit Group and press **Select (P)**.


4. Enter the group number you want to edit or select the group number by pressing **Scroll (<>)** and press **Select (P)**.

5. Edit the name and press **Select (P)**.

6. To add a speed dial number, press **Select (P)** to access Add Person.

To delete the speed dial number, press **Scroll (<>)** to display Delete Person and press **Select (P)**.

7. Enter a speed dial number to be added or deleted.

 **NOTE:** When you delete the last speed dial in a group, the group itself is deleted.

8. Press **Select (P)**.

9. **If you want to edit another group, repeat from step 3.**

OR


Press **Cancel (V)** to return to Standby mode.

Sending a Fax Using Group Dialing (Multi-Address Transmission)

You can use group dialing for Broadcasting or Delayed transmissions.

1. Follow the procedure of the desired operation (Broadcasting transmission; see [Sending Broadcasting Faxes](#), Delayed transmission; see [Sending a Delayed Fax](#)).

2. When the display asks you to enter the remote fax number, press the corresponding Group Dialing entry number.

 **NOTE:** You can use only one group number for one operation.

3. Then continue the procedure to complete the desired operation.

4. Your printer automatically scans the document loaded in the ADF or on the scanner glass into the memory. The printer dials each of the numbers included in the group and begins transmission.

Searching for a Number in the Memory

There are two ways to search for a number in the memory. You can either scan from A to Z sequentially, or you can search using the first letter of the name associated with the number.

Searching Sequentially Through the Memory

1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Press **Directory (&)** on the operator panel.

OR

Press **Scroll (<>)** to select Fax and press **Select (P)**. Press **Scroll (<>)** to select Directory and press **Select (P)**.

3. Press **Select (P)** to access Search.
4. Press **Scroll (<>)** to scroll through the memory until the name and number you want to dial display. You can search upwards or downwards through the entire memory in alphabetical order, from A to Z.

While searching through the printer's memory, you can see that each entry is preceded by one of two letters; "S" for speed dial or "G" for group dial number. These letters denote how the number is stored.

5. When the name and/or the number you want displays, press **Start (u)** or **Select (P)** to dial.

Searching with a Particular First Letter

1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Press **Directory (&)** on the operator panel.

OR

Press **Scroll (<>)** to select Fax and press **Select (P)**. Press **Scroll (<>)** to select Directory and press **Select (P)**.

3. Press **Select (P)** to access **Search**.
4. Press the button labeled with the letter you want to search for. A name beginning with the letter displays.
For example, if you want to find the name "MOBILE", press the **6** button, which is labeled with "MNO."
5. Press **Scroll (<>)** to display the next name.
6. When the name and/or the number you want displays, press **Start (u)** or **Select (P)** to dial.

Printing a Directory List

You can check your automatic dial setting by printing a Directory list.

1. Press **Scroll (<>)** to select Fax and press **Select (P)**.
2. Press **Scroll (<>)** to select Reports and press **Select (P)**.
3. Press **Scroll (<>)** to select Directory and press **Select (P)**.
4. A list showing your speed dial and group dial entries prints out.

Other Ways to Fax

Redialing

To redial the number you last dialed:

1. Load the document(s) face up, with the top edge of the document first into the ADF.
OR
Place a single document face down on the scanner glass.
For more information on loading a document, see [Loading an Original Document](#).
Press **Scroll (<>)** to select Fax and press **Select (P)**.

Press **Scroll** (<>) to select Redial and press **Select** (P).

When a document is loaded in the ADF, the printer automatically begins to send.

2. For the document loaded on the scanner glass, the display asks if you want to load another page. Select Yes to add. Otherwise, select No.

Sending Broadcasting Faxes

The Broadcasting Fax feature allows you to send a document to multiple locations. Documents are automatically stored in the memory and sent to a remote station. After transmission, the documents are automatically erased from the memory.

1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Press **Scroll** (<>) to select Fax and press **Select** (P).

3. Adjust the document contrast and resolution to suit your fax needs.

For more information, see [Adjusting the Document Contrast](#) and [Adjusting the Document Resolution](#).

4. Press **Scroll** (<>) to select Broadcast Fax and press **Select** (P).

5. Enter the number of the remote printer using the number keypad.


You can also use one, two, or three-digit speed dial or group dial numbers.

6. Press **Select** (P) to confirm the number. The display asks you to enter another fax number.

7. Press **Select** (P) to enter other number.

Or, press **Scroll** (<>) to select No and press **Select** (P).

8. If you want to enter more fax numbers, repeat steps 5 and 6. You can add up to 10 destinations.

 **NOTE:** You cannot use more than one group dial number per broadcast operation.

When you finish entering fax numbers, press **Start** (u).

The document is scanned into the memory before transmission. The display shows the memory capacity and the number of pages being stored in the memory.

For documents loaded on the scanner glass, the display asks if you want to load another page. Select Yes to add. Otherwise, select No.

9. The printer begins sending the document in the order of the numbers you entered.

Sending a Delayed Fax

1. You can set your printer to store and then send a fax at a later time.

Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.

For more information on loading a document, see [Loading an Original Document](#).

2. Press **Scroll** (<>) to select Fax and press **Select** (P).



3. Adjust the document contrast and resolution to suit your fax needs.


For more information, see [Adjusting the Document Contrast](#) and [Adjusting the Document Resolution](#).

4. Press **Scroll** (<>) to select Fax Features and press **Select** (P).

5. Press **Scroll** (<>) to select Delay Fax and press **Select** (P).
 6. Enter the number of the remote machine using the number keypad.
To enter the number, you can use one, two, or three-digit speed dial or group dial numbers.
 7. Press **Select** (P) to confirm the number on the display. The display asks you to enter another fax number.
 8. Press **Select** (P) to enter the number.

OR
Press **Scroll** (<>) to select No and press **Select**(P).
 9. Assign a name to the transmission using the keypad. For more information on how to enter the name using the number keypad, see [Using the Number Keypad to Enter Characters](#).
 10. Press **Select** (P). The display shows the current time and asks you to enter the start time when the fax is to be sent.
 11. Enter the time using the number keypad. Select AM or PM if 12 hour time format is selected.

 **NOTE:** The time format (i.e. 12 or 24 hour) is set during the initial startup step [Changing the Clock Mode](#).
 **NOTE:** If you set a time earlier than the current time, the document may be sent at that time the following day.
 12. Press **Select** (P) when the start time displays correctly. Data Entry Ok is displayed.
 13. For documents loaded on the scanner glass, the display asks if you want to load another page. Select Yes to add. Otherwise, select No.
 14. The document is scanned into the memory.
 15. The printer returns to Standby mode and the fax is transmitted from memory at the selected time.

 **NOTE:** If you want to cancel the delayed transmission, see [Clearing the Memory](#).
-

Additional Features

Protecting your Fax with a Passcode

Assign a passcode to the printer to protect it from unauthorized use.

Assigning a Passcode

1. Press **Scroll** (<>) to select Fax and press **Select** (P).
2. Press **Scroll** (<>) to select Advanced Fax and press **Select** (P).
3. Press **Scroll** (<>) to select Secure Receive and press **Select** (P).
4. Press **Scroll** (<>) to select On and press **Select** (P).
5. Enter a four-digit passcode and press **Select** (P).
6. Enter the same four-digit passcode to confirm and press **Select** (P).
7. Press **Cancel** (V) to return to Standby mode.


The Passcode is now set.

Using the Secure Receiving Mode

You may need to prevent your received faxes from being accessed by unauthorized people. You can turn on the secure fax mode using the Secure Receive option to restrict printing out received faxes when the printer is unattended. In the secure fax mode, all incoming faxes are stored in memory. When the mode is turned off, any faxes stored are then printed.

Turning on the Secure Receiving Mode

1. Press **Scroll** (<>) to select Fax and press **Select** (P).
2. Press **Scroll** (<>) to select Advanced Fax and press **Select** (P).
3. Press **Scroll** (<>) to select Secure Receive and press **Select** (P).
4. Press **Scroll** (<>) to select Print and press **Select** (P).
5. Press **Cancel** (V) to return to Standby mode.

 **NOTE:** The Secure Receive mode only restricts the printing of faxes if Secure Receive is set to On first.

When a fax is received in the secure receiving mode, your printer stores it into memory and displays *Memory Received* to let you know that there is a fax stored.

To print received documents:

1. Access the Secure Receive menu by following steps 1 through 3 in [Turning on the Secure Receiving Mode](#).
2. Press **Scroll** (<>) to display Print and press **Select** (P).
3. Enter the four-digit passcode and press **Select** (P).

The faxes stored in memory are printed.

To turn the secure receiving mode off:

1. Access the Secure Receive menu by following steps 1 through 3 in [Turning on the Secure Receiving Mode](#).
2. Press **Scroll** (<>) to display Off and press **Select** (P).
3. Enter the four-digit passcode and press **Select** (P).

The mode is deactivated and the printer prints faxes stored in memory.

4. Press **Cancel** (V) to return to Standby mode.

Printing Reports

The following reports are available:

Directory List

This list shows all of the numbers currently stored in the printer's memory as speed dial and group dial numbers.

You can print this Directory list using **Directory** (&) on the operator panel; see [Printing a Directory List](#).

Scheduled Job Information

This list shows the documents currently stored for Delayed fax. The list shows the starting time and type of operation.

Activity Report

Shows all incoming and out going fax activity recorded by the MFP.

Printing a Report

1. Press **Scroll (<>)** to select Fax and press **Select (P)**.
2. Press **Scroll (<>)** to select Reports press **Select (P)**.
3. Press **Scroll (<>)** to display the report or list you want to print on the bottom line.
 - 1 Directory: Directory list
 - 1 Scheduled Jobs: Scheduled job information
 - 1 Activity Report: Shows all fax activity

4. Press **Select (P)**.

The selected information is printed.

Broadcast Report

Additionally, the MFP has a broadcast confirmation setting. The default for this setting is off (see [Setting Fax Default Options](#)). To enable the broadcast report, perform the following steps.

1. Press **Scroll (<>)** to select Fax and press **Select (,)**.
2. Press **Scroll (<>)** to select Fax Default and press **Select (,)**.
3. Press **Scroll (<>)** to select Other Settings and press **Select (,)**.
4. Press **Scroll (<>)** to select MSG Confirm and press **Select (,)**.
5. Press **Scroll (<>)** to select on and press **Select (,)**.
6. The LCD displays saved and returns to the MSG confirm menu.

Once this setting is configured, a report is produced after every broadcast, regardless of failure or success.

Using Advanced Fax Settings

Your printer has various user-selectable setting options for sending or receiving faxes. These options are preset at the factory, but you may need to change them. To find out how the options are currently set, print the System Data list as follows:

Changing Setting Options

1. Press **Scroll (<>)** to select Fax and press **Select (P)**.
2. Press **Scroll (<>)** to select Advanced Fax and press **Select (P)**.
3. Press **Scroll (<>)** until you see the desired menu item and press **Select (P)**.
4. When the option you want displays, choose the desired status by pressing **Scroll (<>)** or enter the desired value using the number keypad.
5. Press **Select (P)** to save the selection.
6. You can exit from the setup mode at any time by pressing **Cancel (V)**.

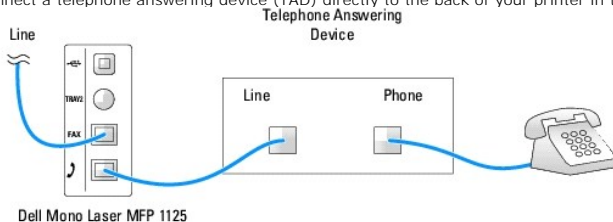
Advanced Fax Setting Options

Option	Description
Recv Forward	<p>You can set your printer to forward incoming faxes to another fax number during a specified time period. When a fax arrives at your printer, it is stored in the memory. Then the printer dials the fax number that you have specified and sends the fax.</p> <p>Select Off to turn this feature off.</p> <p>Select On to turn this feature on. You can set the fax number to which faxes are forwarded and the start time and the end time. Also, you can forward incoming faxes up to 25 fax numbers.</p>

Secure Receive	You can keep your received faxes from being accessed by unauthorized people. For further more information on setting this mode, see Using the Secure Receiving Mode .
Prefix Dial	You can set a prefix dial number of up to five digits. This number dials before any auto dial number is started. It is useful for accessing the PABX exchange.
Stmp Rcvd Name	This option enables the printer to automatically print the page number, and the date and time of the reception at the bottom of each page of a received document. Select Off to turn this feature off. Select On to turn this feature on.
ECM Mode	The Error Correction Mode (ECM) helps with poor line quality and ensures that faxes are sent smoothly to any other ECM-equipped fax machine. If the line quality is poor, it takes more time to send a fax when you are using the ECM mode. Select Off to turn this feature off. Select On to turn this feature on (the default setting).
Modem Speed	Select the maximum modem speed you want if the phone line fails to sustain a higher modem speed. You can select 33.6, 28.8, 14.4, 12.0, 9.6, or 4.8 kbps.

Using an Answering Machine

You can connect a telephone answering device (TAD) directly to the back of your printer in the following illustration.



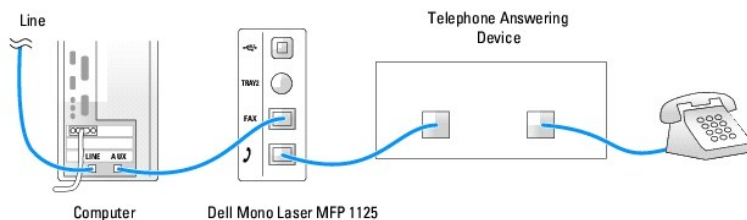
Set your printer to Ans/Fax mode and set the Rings to Answer to a digit greater than the Rings to Answer setting for the TAD.

- 1 When the TAD picks up the call, the printer monitors and takes the line if a fax tone is received and starts receiving the fax.
- 1 If the answering device is off, the printer automatically goes into Fax mode after a predefined number of rings.
- 1 If you answer the call by accident and hear fax tones, the printer may answer the fax call for you by accessing Fax On Hook Dial Yes and press **Start** (u) and then hang up the receiver, or press the remote receive code ***9*** and hang up the receiver.

NOTE: The default Receive Code id *9*. To change the Receive code see [Receive Code](#).

Using a Computer Modem

If you want to use your computer modem for faxing or for a dial-up internet connection, connect the computer modem directly to the back of your printer with the TAD:




- 1 Set your printer to Ans/Fax mode and set the Rings to Answer to a digit greater than the Rings to Answer setting for the TAD.
- 1 Turn off the computer modem's fax-receive feature.
- 1 Do not use the computer modem if your printer is sending or receiving a fax.
- 1 To fax via the computer modem, follow the instructions provided with your computer modem and fax application.

You can capture images using your printer and Dell ScanDirect and send them using your fax application with the computer modem.

NOTE: Dell ScanDirect is available on select Dell printers only.

Sending Fax from a PC

You can send a fax from your PC without using the operator panel using the DELL MFP Center. The Fax software is installed as part of the installation procedure. For more information, see [Sending a PC-Fax](#).

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

Using Dell MFP Center

Dell MFP Center is an application that enables you to fax items directly to recipients from your computer. Dell MFP Center runs as a separate application from:

- 1 Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.
- 1 Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.

Faxing Using the Dell MFP Center

The Dell MFP Center makes it easy for you to access all faxing functions from one central location.

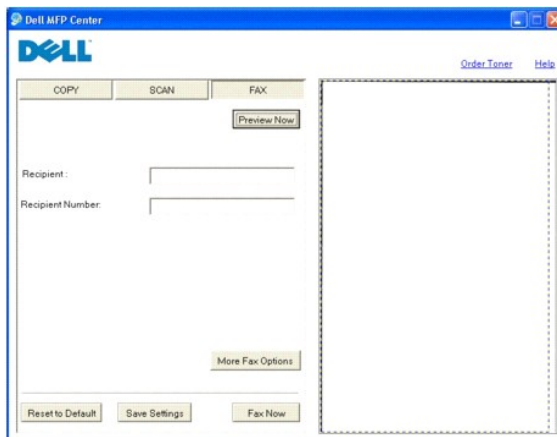
1. Load the document(s) face up, with the top edge of the document first into the ADF.

OR

Place a single document face down on the scanner glass.
For more information on loading a document, see [Loading an Original Document](#).

2. Open the Dell MFP Center.

- 1 In Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.
- 1 In Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **DELL MFP Center**.



3. Click the **FAX** button.
4. Choose your faxing preferences and click **Preview Now** to see how your preferences affect the picture.
5. Click **Fax Now** when you are satisfied with the preview image.

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Understanding the Software

Dell™ Multi-Function Printer 1125
User's Guide

- [Software Overview](#)
 - [Installing Software in Windows](#)
 - [Configuring the Fax Setup Wizard](#)
 - [Using the Dell MFP 1125 Status Monitor](#)
 - [Printer Settings Utility](#)
 - [Directory](#)
 - [Fax Settings](#)
 - [Scan](#)
-

Software Overview

Use the *Drivers and Utilities* CD that shipped along with your printer to install the drivers and utilities required for your computer.

 **NOTE:** If you purchased a Dell™ computer and your printer at the same time, the drivers and utilities are automatically installed. You don't need to install them.

The *Drivers and Utilities* CD contains the following:

- 1 Dell MFP 1125 Printer driver — enables your computer to communicate with your printer. You must install the printer drivers, to use your printer on a system running Microsoft® Windows®. For information about installing the printer drivers in Windows, see [Installing Software in Windows](#).
 - 1 Printer Settings Utility— enables you to set up a fax directory and the other options for the printer from your computer desktop.
 - 1 PaperPort—enables you to scan documents, create PDFs, and turn your scanned images into editable Microsoft® Word, Excel, or text files. PaperPort provides improved scanning features and supports annotations on all image types. PaperPort's enhanced search feature enables you to find items by specific item properties.
 - 1 Scan Driver—TWAIN or Windows Image Acquisition (WIA) drivers are available for scanning documents on your printer.
 - 1 User's Guide—HTML documentation provides detailed information about using your printer.
 - 1 Dell MFP 1125 Fax—enables you to send a fax from your computer.
 - 1 Dell Fax Setup Wizard—enables you to set up, personalize, and adjust dialing, connection and auto-answer settings.
 - 1 Dell MFP Center—an application that enables you to copy, scan, and fax items from your computer.
-

Installing Software in Windows

Before you begin, ensure that your system meets the minimum requirements below.

For Microsoft Windows XP, the system administrator should install Dell software.

Supported Operating Systems

- 1 Microsoft Windows XP Home edition or Professional
- 1 **Windows Vista™** 32-bit Starter
- 1 Windows Vista Home Basic 32-bit
- 1 Windows Vista Home Premium 32-bit
- 1 Windows Vista Business 32-bit
- 1 Windows Vista Business 64-bit
- 1 Windows Vista Ultimate 32-bit

Minimum Requirements

- 1 Disk space: Microsoft Windows XP: 1 GB
Windows Vista: 1 GB
- 1 Memory: Microsoft Windows XP: 128 MB
Windows Vista: 512 MB
- 1 CPU: Microsoft Windows XP: Pentium III 933 MHz or higher
Windows Vista: 800 MHz or higher

- 1 Required software: Internet Explorer® 5.0

Installing Dell Software


A printer driver is software that lets your computer communicate with your printer. The procedure to install drivers depends on the operating system you are using. The following guide shows the Windows XP installation procedure.

1. Power on your computer.

 **NOTE:** Do not connect the printer to your computer at this time. A prompt will appear instructing when to make the connection.

2. Insert the *Drivers and Utilities* CD.

The installation program begins and the following screen is displayed.

 **NOTE:** If the Installation program does not start automatically; access the CD drive using the explorer and double click the **Setup.exe** to begin.



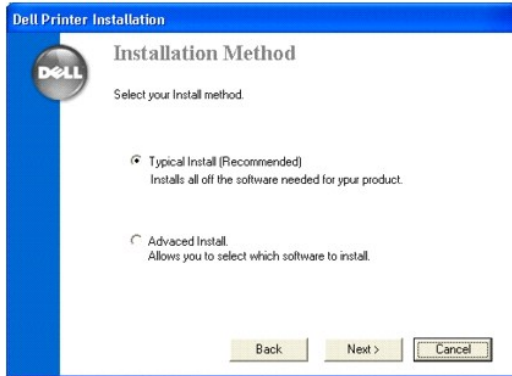
3. Click **Next**.

The **License Agreement** screen is displayed.



Take a moment to read the license agreement.

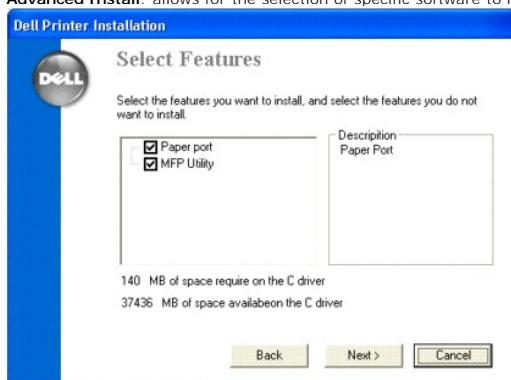
4. When satisfied, click the **I accept the terms of the license agreement** radio button and click **Next**.
5. The **Installation Method** screen is displayed.



6. There are two types of installation methods. See the following for a brief description.

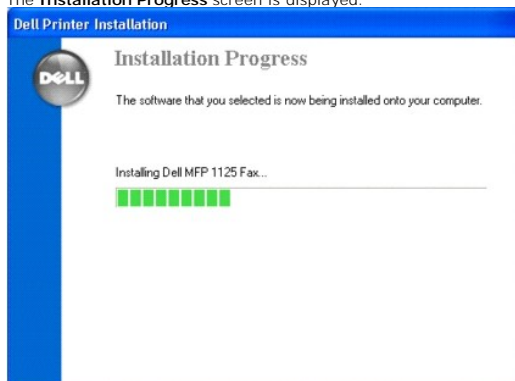
Typical Install: installs all the software needed for the DELL MFP 1125 (default).

Advanced Install: allows for the selection of specific software to install. See the following.

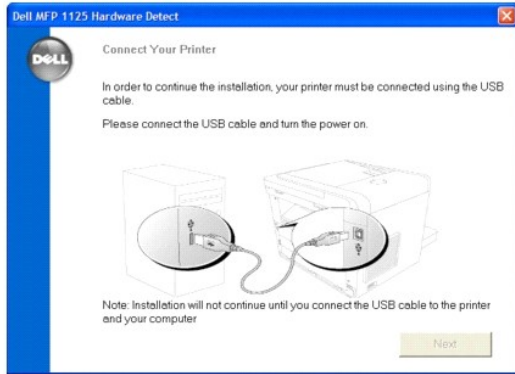


7. Select a type of installation method to use, and click **Next**.

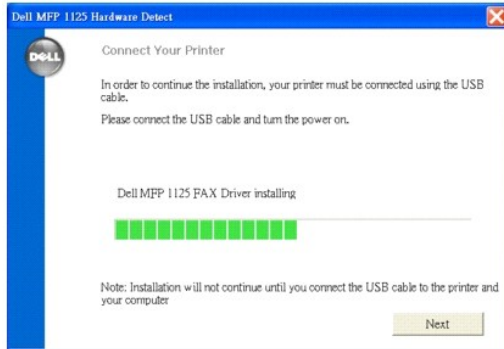
The **Installation Progress** screen is displayed.



The Connect Your Printer screen displays as follows.



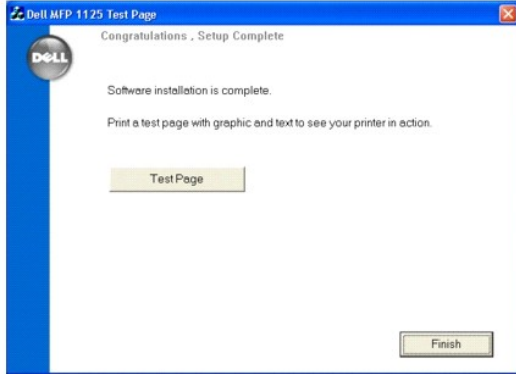
- NOTE: The installation does not continue until the USB connection is detected. If the printer is not detected, the installation remains idle and the following screen displays.



8. Turn on the printer and connect it to the computer's USB port. The Found New Hardware Wizard displays.




9. Select **Install software automatically** (Recommended) and Click **Next**. The Scanner, Fax, Status Monitor, MFP Utility, Paper Port, and Printer drivers are installed at this time. Installation continues and the **Conratulations, Setup Complete** screen displays.



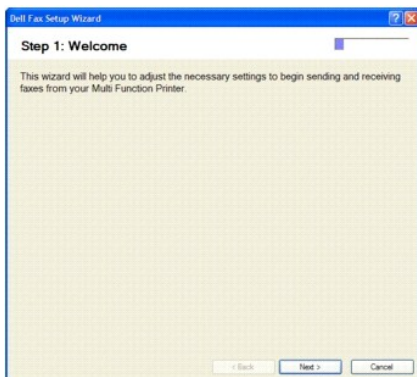
10. Click the **Test Page** button to verify the installation process. If a test page is printed, the DELL MFP 1125 is installed successfully.
 11. Click **Finish**.
 12. Remove the *Drivers and Utilities* CD, and reboot the computer.
-

Configuring the Fax Setup Wizard

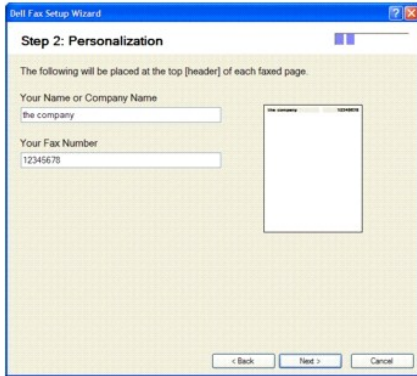
The Fax Setup Wizard enables you to set up, personalize, and adjust dialing, connection and auto-answer settings.

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

1. Open the Dell Fax Setup Wizard.
 1. In **Windows XP:** **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **Dell Fax Setup Wizard**.
 1. In **Windows Vista:** **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **Dell Fax Setup Wizard**.
The **Welcome** screen is displayed.



2. This screen is informational, click **Next** to continue.
3. The **Personalization** screen is displayed.



4. Enter pertinent information in the **Company** and **Fax Number** fields. The information provided is printed on top of every transmission.
5. Click **Next**.

The Dialing Settings screen is displayed.



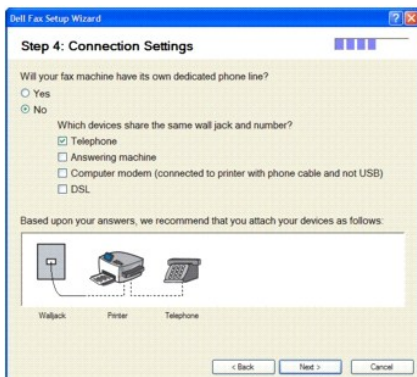
The default dialing setting is **No**, a prefix digit is not required to dial.

If a prefix digit is required, in an office environment for example, check **Yes** and enter the required prefix digit in the field.


 **NOTE:** A comma can be used to enter a pause after the prefix digit, when dialing overseas for example.

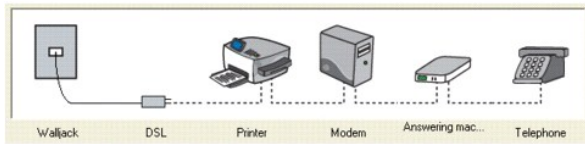
6. Click **Next** to continue.

The Connections Setting screen is displayed.

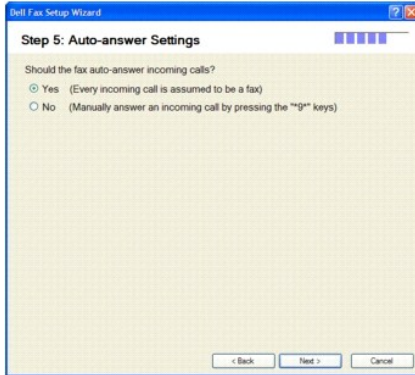


7. If the MFP has a dedicated line, check the **Yes** radio button (default: No).
8. Select the appropriate connection settings and click **Next** to continue.


 **NOTE:** The preview window shows a different setup diagram depending on the selection(s) made. If all of the options are checked, the connection diagram appears as follows.



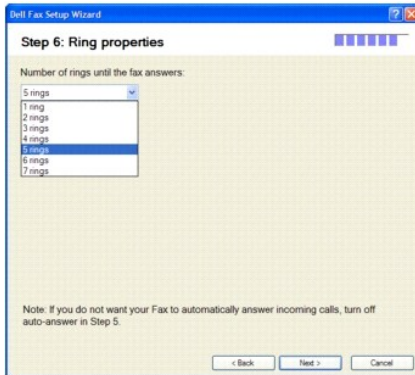
9. The **Auto-answer Settings** screen is displayed.
10. Select the auto-answer setting (default: Yes).



The **Yes (Every incoming...)** setting should be used in conjunction with a dedicated fax line. Check **No (Manually answer...)** if the MFP shares a line with other devices.

 **NOTE:** If **No** is selected, any incoming faxes must be answered manually by pressing the user defined Receive Code on the operator panel (the default Receive Code is *9*). See [Receive Code](#) for more information.

11. Click **Next**.
12. The **Ring Properties** screen is displayed.



Select the number of rings until the MFP answers incoming calls. The default setting is five rings.

13. Click **Next**.
14. The **Finished** screen is displayed.



15. Click **Test Fax** to perform a test of the fax installation before saving the settings. A successful test displays the following message.



An unsuccessful test returns the following screen.



16. After a successful test, click **Save** to save the settings.



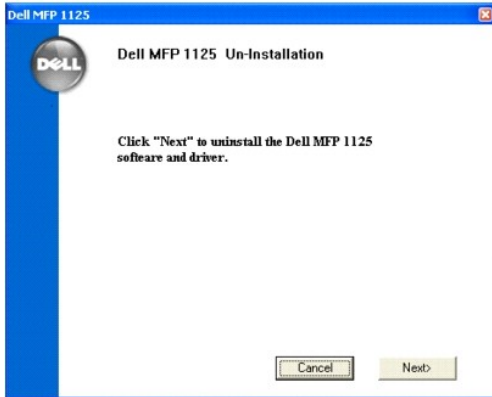
17. Click **OK**. The fax is now ready for use.

Uninstalling Software

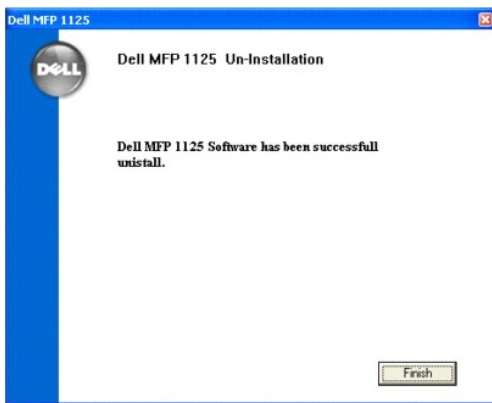
Remove the printer drivers if you are upgrading the software or if your driver installation fails. You can remove the software using the *Drivers and Utilities* CD or Windows uninstall.

 **NOTE:** Close all programs before uninstalling software, and restart your computer after completing the uninstall process.

1. Select Uninstall:
 - 1 In Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Uninstall**.
 - 1 In Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Uninstall**.
 - 1 A confirmation screen is displayed.




2. Click **Next**.
The uninstallation proceeds and the **Uninstallation** screen displays.



3. Click **Finish**.
Your software is uninstalled.

Using the Dell MFP 1125 Status Monitor

The Status Monitor is installed as part of the initial software installation from the *Drivers and Utilities* CD. After the installation, an icon is placed in the task bar.

 **NOTE:** If the icon is not present, the Status Monitor is accessible through **Start** → **All Programs** → **DELL** → **DELL Printers** → **DELL MFP 1125** → **DELL MFP 1125 Status Monitor**.

Double click the icon to display the Status Monitor



If the Status Monitor cannot connect to the MFP, the following window is displayed.



The Status Monitor window shows the current status of the MFP. The following table shows the window contents and a brief description.


Item	Description
MFP Status	Shows the current status of the MFP. In the example, The device is ready to use is displayed, indicating correct operation. Other status values include In Power Saving Mode, Cannot communicate with MFP, and Drum count has exceeded life. See Clearing LCD Error Messages
Toner Level	Shows the current toner level
Service Tag	Displays the Service Tag number for use in correspondence with Dell support
How to? button	Displays HTML help for the Status Monitor
Close button	Minimizes the Status Monitor to the task bar
Order Toner button	Displays the Order Toner Cartridge window. Order replacement toner through the Internet or by phone. The available numbers are listed in the drop down menu NOTE: The Order Toner window is accessible through the Dell Toners Reorder Program icon installed as part of the initial installation

Printer Settings Utility

Using the **Printer Settings Utility** window, you can set up the fax system data options, and create and edit directory entries from your computer. You can also configure the destination launches when you access **Scan** and then **PC**.

When you install the Dell software, the **Printer Settings Utility** is automatically installed.

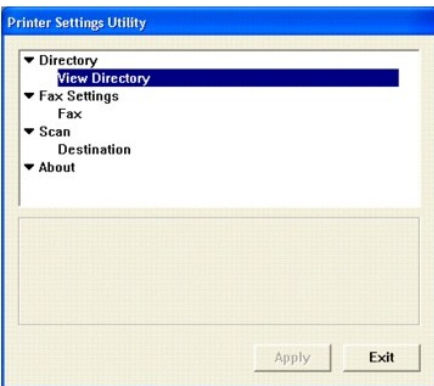
For information about installing the software, see [Installing Software in Windows](#).

 **NOTE:** Start Menu must be set to its original, default settings to view the following procedures.

To open the **Printer Settings Utility**:

- 1 In Windows XP: Click **Start**→ **All Programs**→ **DELL**→ **DELL Printers**→ **DELL MFP 1125**→ **Utilities**→ **Printer Settings Utility**.
- 1 In Windows Vista: Click **Start**→ **All Programs**→ **DELL**→ **DELL MFP 1125**→ **Utilities**→ **Printer Settings Utility**.

The **Printer Settings Utility** window opens.

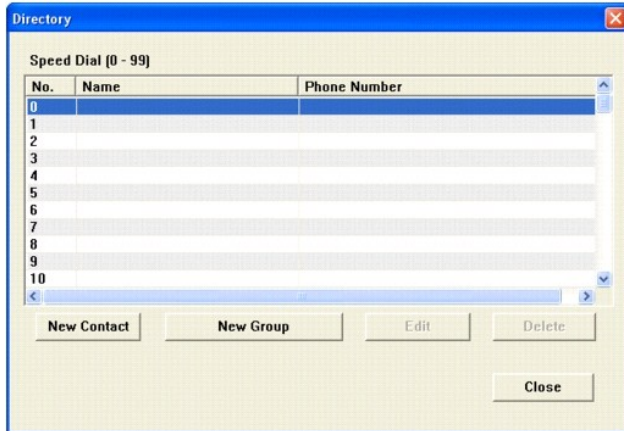


The **Printer Settings Utility** window provides several features: **Directory (View Directory)**, **Fax Settings (Fax)**, and **Scan (Destination)**.

1 To exit, click the **Exit** button at the bottom of the window.

Directory

Click **New Contact** to add a name and number to the directory list. Click **New Group** to create a group of contacts (for example, "Clients") and add contacts to the group. Click **Edit** to change contact or group information. Click **Delete** to remove the contact or group from the list.

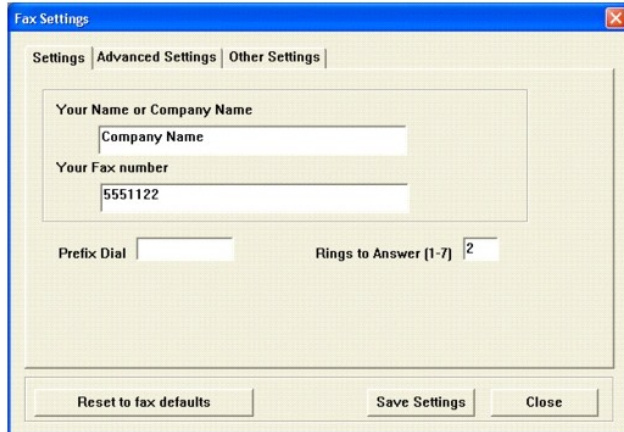


Fax Settings

This item enables you to configure fax settings.

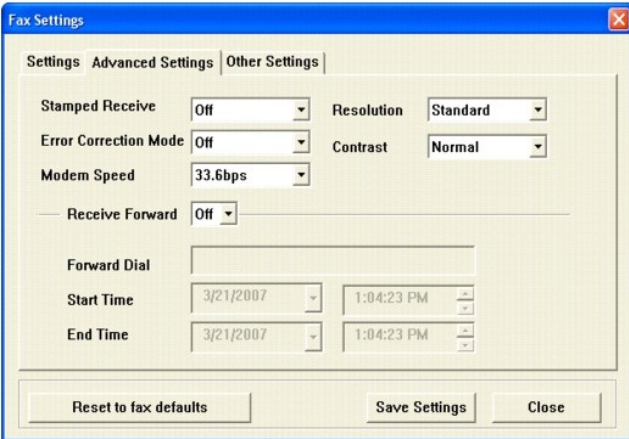
Settings

Click **Settings** to create a fax cover page. The fax cover page contains the date, the sender's fax number and printer ID, the recipient's fax number and printer ID stored in the sender's Directory and the total number of pages you sent.



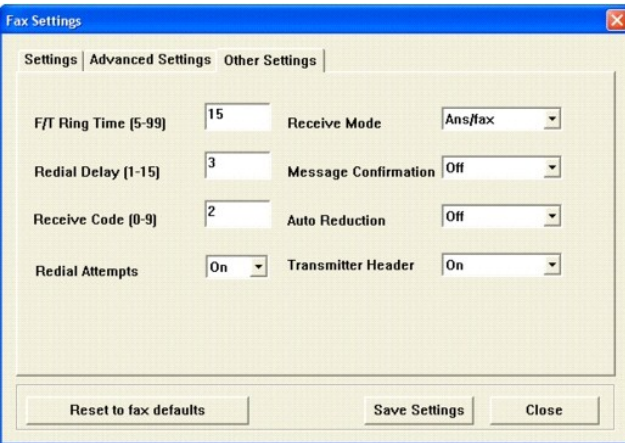
Advanced Settings

Click the **Advanced Settings** tab to configure such items as the fax resolution, contrast, modem speed, error correction mode, and receive forward.



Other Settings

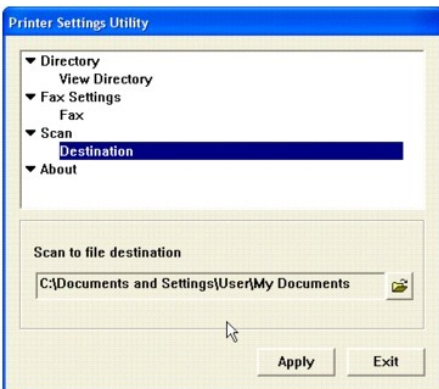
Click the **Other Settings** tab to configure such items as the ring time, receive mode, redial delay and attempts, auto reduction, and message confirmation.



After making your changes, click **Save Settings** and **Close** to exit the Fax Settings dialog. Click **Reset to fax defaults** to restore settings to the factory default values.

Scan

The scan option provides access to the destination field, where the scanned image is placed locally.



Click the **Browse** button to enter or browse to a destination for scanned images. The default file destination is the standard My Documents folder.



Click OK, and Apply to save any changes.

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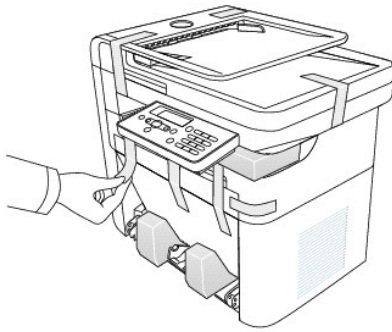
About Your Multi-Function Printer

Dell™ Multi-Function Printer 1125
User's Guide

- [Unpacking Your Multi-Function Printer](#)
- [Multi-Function Printer 1125 Menu Functions](#)
- [Changing the Display Language](#)
- [Select Country](#)
- [Setting the Time and Date](#)
- [Setting Sounds](#)
- [Toner Save Mode](#)

Unpacking Your Multi-Function Printer

Remove all the orange safety tape completely from the MFP by gently pulling it away from the unit.



1. Select a location for your printer.

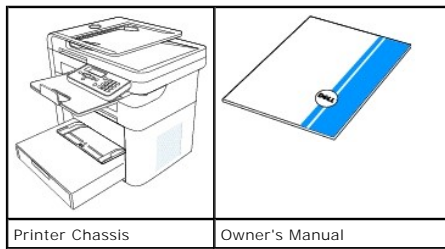
⚠ CAUTION: The printer requires at least two people to lift it safely.






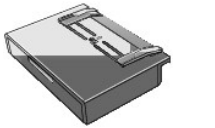
1. Leave enough room to open the printer tray, covers, doors, and options. It is also important to allow enough space around the printer for proper ventilation.
1. Provide a proper environment:
 1. A firm, level surface
 1. Away from the direct airflow of air conditioners, heaters, or ventilators
 1. Away from sunlight, extreme humidity, or high fluctuations in temperature
 1. A clean, dry, and dust free location

📌 NOTE: Leave the printer in the box until you are ready to install it.


2. In addition to the Dell™ Mono Laser Multi-Function Printer 1125, ensure that you have the following items in the box.


If there is a missing item, contact Dell:



	
Power Cable	Telephone Line Cable
	
Drivers and Utilities CD	Placemat
	
Paper Output Tray	Paper Tray

- a. The appearance of the power cord and the telephone line cord may differ according to your country's specifications.
- b. The *Drivers and Utilities* CD contains Dell printer drivers, Scan drivers, Printer Settings Utility, Dell Status Monitor, Dell MFP Center, and an HTML User's Guide.

 **NOTE:** It is recommended you use an AWG #26 or lower gauge cord that is a maximum 250 cm in length.

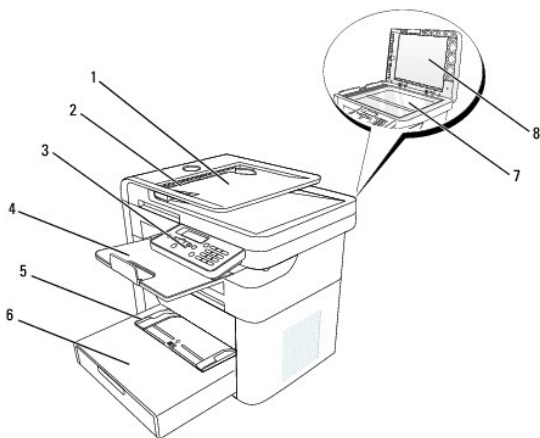
 **NOTE:** The power cord must be plugged into a grounded power socket.

3. Save the carton and packing material in case the printer needs to be repacked.
4. Remove the packing tape from the front, back, and sides of the printer.
5. Remove the label completely from the scanner module by gently pulling it.

 **NOTE:** Refer to the setup diagram for installation instructions.

These are the main components of your printer. The following illustrations show the standard Multi-Function Printer 1125.

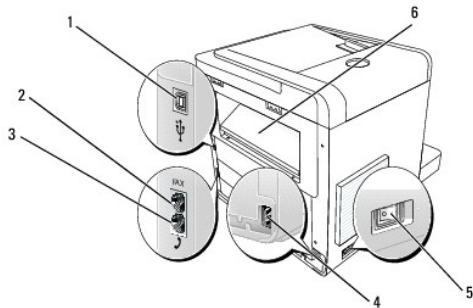
Front View



#	Name:	Description
1.	Automatic Document Feeder (ADF)	Loads documents for copying, scanning, or sending faxes.
	Document Guide	Ensures that documents are properly fed into the MFP.

2.		
3.	Operator Panel	Enables you to control the MFP.
4.	Paper Output Tray	Holds document job output.
5.	Manual Feeder	Enables you to load print media one sheet at a time.
6.	Paper Tray	Contains the print media.
7.	Scanner Glass	Place documents on the scanner glass for copying, scanning, and sending faxes.
8.	Scanner Cover	Open this cover to access the scanner.

Rear View

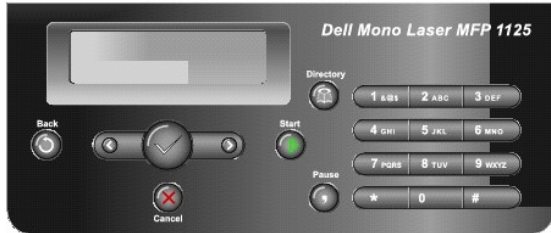


#	Name:	Description
1.	USB Cable Connector	Insert the USB cable into this connector and connect the other end of the cable to your computer. NOTE: Do not connect USB cable to the printer until you have installed the software and drivers. See Installing Software in Windows .
2.	Fax Connector	Connect the wall telephone line to the FAX connector.
3.	Phone Connector	Enables you to connect a telephone or answering machine (Optional) to the Dell Laser MFP 1125.
4.	Power Cord Connector	Insert the power cord jack to this connector.
5.	Power Switch	Turns the MFP on and off.
6.	Rear Cover	Open this cover to remove paper jams.

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 plug from the phone connector and insert the supplied terminator.

Understanding The Operator Panel

The operator panel is located at the front of the printer, adjacent to the scanner glass and appears.



The operator panel features two main areas: Common Keys and the Keypad.

Common Keys

The Common Keys are used for day to day operations such as copying and menu navigation.

	Press:	To:
		Return to the previous menu.
		Scroll through available options.
		Confirm the selection on the display.
		Start a job.
	Stop an operation at any time, or return to main menu.	

Keypad

The Keypad is primarily used for number entry on the LCD panel, but alpha characters are also entered using the Keypad. See [Using the Number Keypad to Enter Characters](#) for more information.

	Press:	To:
	0 - 9	Dial/Enter number or enter alphanumeric characters.
		Store frequently used fax numbers in memory or search for stored fax numbers.
		Insert a pause into a fax number in edit mode.

Multi-Function Printer 1125 Menu Functions

Navigate the printer menus using the operator panel buttons (see [Understanding The Operator Panel](#)).

1. Press **Scroll** (<>) to select desired menu and press **Select** (P).
2. Press **Scroll** (<>) to select the desired setting and press **Select** (P).
3. Press **Scroll** (<>) to select the desired option and press **Select** (P)
4. Press **Cancel** (V) to return to the main menu.

Menu	Submenu	Submenu options	
1. Scan	to PC	Microsoft Paint	My Documents
		E-mail	Paper Port

		Optical Character Recognition (OCR)		
	Scan Color	Color		
		Gray		
		Black		
	Quality	75 dpi draft	600 dpi	
		150 dpi	1200 (V) dpi	
		300 dpi		
	Original Size	8.5x11 in	B5	
		2.25x3.25 in	A5	
		3x5 in	A6	
		3.5x5 in	Legal	
		4x6 in	60x80 mm	
		5x7 in	9x13 cm	
		8x10 in	10x15 cm	
		Hagaki	13x18 cm	
Exec		20x25 cm		
A4				
Scan Default	to PC	Quality		
	Scan Color	Original Size		
2. Copy	# of copies	1 ~ 99		
	Original Type	Photo		
		Text		
		Text&Photo		
	Zoom	100%	A4->LTR(94%)	
		LGL->LTR(78%)	EXE->LTR(104%)	
		LGL->A4(83%)	Custom (25-400%)	
	Layout	Off	2-Up	
		ID Copy	Clone	
		Collation		
Contrast	3 (1-5)			
Copy Default	Original Type	Zoom		
	Contrast	Layout		
3. Fax	Enter Number			
	Redial			
	Directory	Search	Edit	
		Add	Delete	
	Quality Settings	Resolution		
		TX Contrast		
	Fax Features	On Hook Dial	Delay Fax	
		Broadcast Fax	Cancel Job	
	Advanced Fax	Recv Forward	Stmp Rcvd Name	
		Secure Receive	ECM Mode	
		Prefix Dial	Modem Speed	
	Reports	Directory		
		Scheduled Jobs		
		Activity Report		
	Fax Defaults	Resolution		
TX Contrast				
Other Settings				
Paper Setup	Paper Size			
	Paper Type			
Device Setup	My Phone No	Time Out		
	Date & Time	Toner Save		
	Clock Mode	Select Country		
	Language	Sound Volume		
	Power Save			
Maintenance	System Report			
	Clear Drum			
	Clear Settings			

Changing the Display Language

To change the operator panel display language, follow these steps:

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
 2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
 3. Press **Scroll** (<>) to select Language and press **Select** (P).
 4. Press **Scroll** (<>) to display the required language. The available languages are English, French, and Spanish.
 5. Press **Select** (P) to save the selection.
 6. Press **Cancel** (V) to return to Standby mode.
-


Select Country

To change the country that appears on the operator panel, follow these steps:

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
 2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
 3. Press **Scroll** (<>) to select Select Country and press **Select** (P).
 4. Press **Scroll** (<>) to display the country you want and press **Select** (P).
 5. Press **Cancel** (V) to return to Standby mode.
-

Setting the Time and Date


The time and date are printed on all faxes and must be set after the initial installation.

 **NOTE:** You may need to set the correct time and date if the power supply to the printer is lost.


To set the time and date, perform the following steps.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
3. Press **Scroll** (<>) to select Date & Time and press **Select** (P).
4. The current settings are displayed. Press **Scroll** (<>) to select the setting to change and enter the correct value.

 **NOTE:** If the **Clock Mode** is set as 12 Hours, scroll to (AM/PM) and press any numeric key to switch between the two.

 **NOTE:** The date is in the following format: mm/dd/yyyy

5. Once satisfied, press **Select** (P). Data Entry OK is displayed and the LCD returns to the Device Setup menu. If Enter Again is displayed, the selection is invalid. Make any necessary corrections and press **Select** (P).
6. Press **Cancel** (V) to return to Standby mode.

 **NOTE:** The default setting for time format is 24 hours. If a 12 hours clock setting is required. For information on how to change the clock mode, See [Changing the Clock Mode](#).

Changing the Clock Mode

The printer supports both 12 and 24 hour time formats. To change the clock format:

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
 2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
 3. Press **Scroll** (<>) to select Clock Mode and press **Select** (P).
 4. Press **Scroll** (<>) to select 24 Hours or 12 Hours and press **Select** (P).
 5. Press **Cancel** (V) to return to Standby mode.
-

Setting Sounds

Sounds for various operator panel functions are enabled, disabled, and configured from this menu.

Speaker, Button, and Alarm Sounds


See the following guide to enable or disable Speaker, Button, and Alarm sounds.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
3. Press **Scroll** (<>) to select Sound/Volume and press **Select** (P).
4. Press **Scroll** (<>) to select Speaker, Button, or Alarm Sound as required and press **Select** (P).
5. Press **Scroll** (<>) to select On or Off and press **Select** (P).
6. Press **Cancel** (V) to return to the Standby mode.

Ringer Sounds

See the following guide to enable or disable the Ringer Volume.

1. Press **Scroll** (<>) to select Setup and press **Select** (P).
2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
3. Press **Scroll** (<>) to select Sound/Volume and press **Select** (P).
4. Press **Scroll** (<>) to select Ringer and press **Select** (P).
5. Press **Scroll** (<>) to select Off or On and press **Select** (P).

 **NOTE:** Setting the Ringer to Off disables the ringer sound. This does not effect printer functionality.

6. Press **Cancel** (V) to return to the Standby mode.
-

Toner Save Mode

The **Toner Save** mode enables your printer to use less toner on each page. Activating this mode extends the life of the toner cartridge longer than the normal mode, but it reduces the print quality.

For PC-printing, you can also turn on or off the **Toner Save** mode in the printer properties. See [Graphics Tab](#).

To turn the Toner Save mode on or off:

1. Press **Scroll** (<>) to select Setup and press **Select** (P).

2. Press **Scroll** (<>) to select Device Setup and press **Select** (P).
 3. Press **Scroll** (<>) to select Toner Save and press **Select** (P).
 4. Press **Scroll** (<>) to select On or Off and press **Select** (P).
 5. Press **Cancel** (V) to return to Standby mode.
-

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