

Questions about the Xerox Printer

- 1) What is the difference between the Standard-Capacity Maintenance Kit and the Extended-Capacity Maintenance Kit? **Standard-Capacity Maintenance Kit Average Yield is 10,000 pages...Extended-Capacity Maintenance Kit Average Yield is 40,000 pages**
- 2) What happens to the Maintenance Kit after replacing it, should the Maintenance Kit be thrown away or will Xerox take the item back? **Link to Xerox Supplies Recycling Website- for answers to question 2 &3**

<http://www.office.xerox.com/perl-bin/product.pl?mode=recycling&referrer=xrx>
- 3) What happens to the Maintenance Kit if Xerox takes it back? **Refer to the answer for question 2.**
- 4) The current ink stick packaging is made of #6 plastic which is not recyclable; will there be an alternative packaging material that can be recycled? **Not at this time**
- 5) The packaging for the printer had a lot of non-recyclable material (styrofoam), will there be alternative packaging materials that can be recycled? **Not at this time**
- 6) If there was a paper jam, how would we be able to take out the paper and will this cause any damage to the printer? If possible, can you give a step-by-step process of how to get the paper out without damaging the printer?

Link to Video -

http://www.office.xerox.com/userdoc/P8510_8560/8510_8560_Web/videos/paper_jams.html

Attached 8560.mfp paper jams.pdf is extracted from the quick user guide (the document that comes with the printer in a pouch that also holds the drive/documentation CD and should be attached to the left side of the printer)

- 7) Are there any other types of maintenance that should be done to the printer besides replacing the Maintenance Kit, emptying the Waste Tray, and refilling the ink sticks and paper? **No**
- 8) What are the steps to default to double-sided?
 - 1) **Go to start setting printers and locate the 8560mfp print driver.**
 - 2) **Right click on it and go to "Printing preferences"**
 - 3) **Locate the "Layout" tab if not selected by default.**
 - 4) **Locate "Print on both sides" select the radio button next to "Flip on Long Edge"**

9) If the printer is still not printer double sided as a default, have an administrative do the following:

- 1) To perform this from the server click Start then Settings then Printers.
- 2) Right click on the driver icon then left click on Printing Preferences.
- 3) Next under the Layout Tab enable duplex printing either Long Edge or Short Edge as your choice (depending on orientation) then click on Apply at the bottom right corner. This will enable 2-sided printing by default and can be adjusted locally as per job by the endusers.