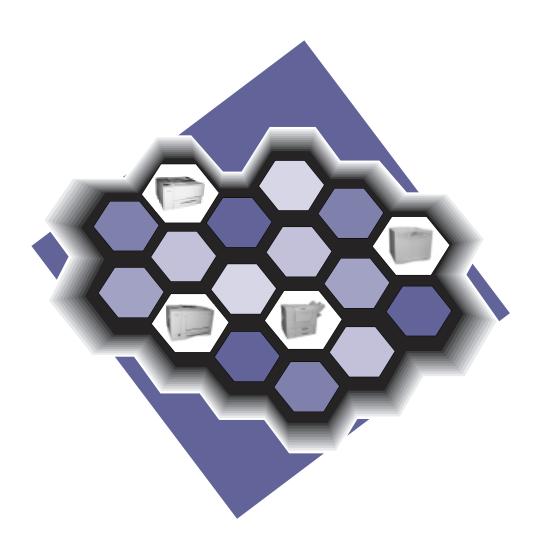
G544-5375-00

# IBM Network Printer 24 IBM Network Printer 24PS

# **Quick Setup**





# IBM

IBM Network Printer 24 IBM Network Printer 24PS

**Quick Setup** 

#### Note!

Before using this information and the product it supports, be sure to read the general information under "Notices" on page 37.

### First Edition (September 1996)

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# **About Your Printer**

This booklet describes how to set up the printer, which is a high-speed, shared-use laser printer for a heavy-duty printing environment.

### **Establishing the Printer Environment**

To ensure high quality operation, the following environmental conditions and requirements must be met:

- · Adequate operating space, see "Printer Dimensions and Operating Space"
- Correct operating temperature and humidity, see "Temperature and Humidity" on page 2
- Correct electrical supply, see "Electrical Requirements" on page 2

## **Printer Dimensions and Operating Space**

Before you begin, find somewhere to put your printer. With no optional features attached, the printer dimensions are:

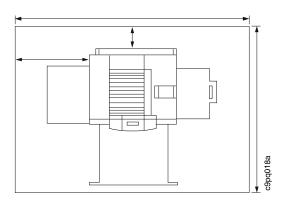
 Weight
 106 pounds (48 kg)

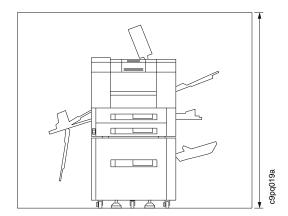
 Width
 22-1/2 inches (565 mm)

 Depth
 22-1/2 inches (565 mm)

 Length
 21-1/4 inches (540 mm)

The following illustrations show the minimum space requirements for printer operation.





## **Temperature and Humidity**

Place the printer in a location where the following environmental conditions are met:

- When the power is on:
  - Temperature: 50° to 90.5° F (10° to 32.5° C)
  - Relative humidity: 20%-80% RH with no condensation
- When the power is off:
  - Temperature: 32° to 95° F (0° to 35° C)
  - Relative humidity: 20%- 80% RH with no condensation
- · The area around the printer is well ventilated
- The location is not blocked
- Avoid direct sunlight
- Avoid placing the printer in front of air conditioning units
- Avoid areas of high dust or chemical fumes.

### **Electrical Requirements**

The supply voltage should be within one of the following specifications:

- 100-120V: 50/60Hz: 13.5 amps @ 120 volt rating
- 220-240V: 50Hz: 6.0 amps @ 220 volt rating

Do not connect the printer to a power outlet with an extension cord.

#### Standard Features

Standard features of the Network Printer 24 and Network Printer 24PS include:

- · Up to 24 pages per minute printing
- Resolution of 600 x 600 dots per inch (DPI)
- PCL5e support
- 4 megabytes of memory for the Network Printer 24; 12 megabytes of memory for the Network Printer 24PS
- Dual 500-sheet paper trays accepting various paper sizes such as letter, legal, 11 X 17 (ledger), A3, A4, and B4
- 100-sheet auxiliary tray which supports a variety of print media including paper, envelopes, labels, and transparencies
- Toner cartridge
- Printer drivers
- Parallel interface (IEEE 1284)
- PostScript SIMM (standard on Network Printer 24PS; optional on Network Printer

### **Optional Features and Accessories**

Features you can order and install include:

- High-volume 2000-sheet input drawer
- High-capacity envelope feeder which accepts up to 100 envelopes
- · 2000-sheet finisher with stapler
- Duplex unit
- Printer stand
- 4MB, 8MB, 16MB, and 32MB Memory SIMMs
- IBM IPDS SIMM
- 810 MB Hard Drive
- IBM Network Card for Ethernet (10Base2/10BaseT)
- IBM Network Card for Token Ring
- IBM Twinax SCS Interface
- IBM Coax SCS Interface
- Flash Memory SIMM (2MB, 4MB)

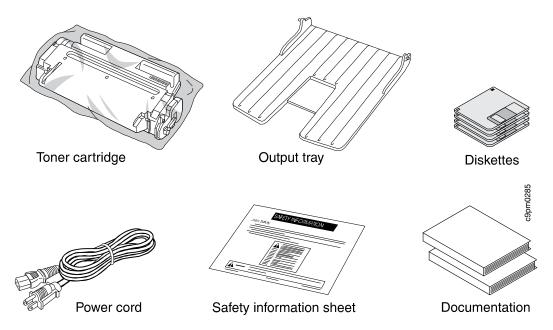
For more information about installing and using optional features, see IBM Network Printer 24: User's Guide. In addition, each Network Card includes documentation that describes how to install and configure the network card.

3

# **Unpacking the Printer**

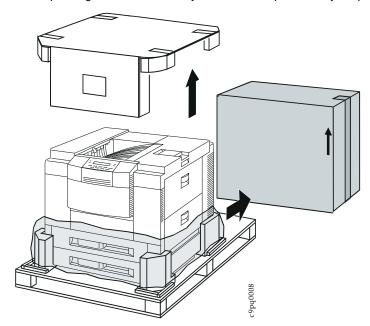
1. Locate the following items. If any are missing, contact your point of purchase:

**Note:** In some countries the power cord needs to be ordered separately and is shipped in a separate box.



2. Lift the cardboard top with foam corners off the top of the printer.

Note: Save all packing materials in case you need to ship or store your printer.

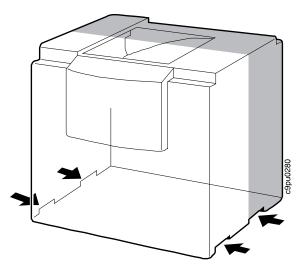


3. If you have the optional 2000-sheet input drawer or printer stand, unpack it and set it up before you install your printer. See *IBM Network Printer 24: User's Guide* for more instructions.

4. Locate the lifting areas on the bottom of the printer sides (indicated by arrows).

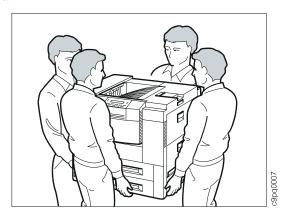
### **CAUTION:**

When moving the printer, keep in mind that the back of the printer (indicated by shading) is heavier than the front.

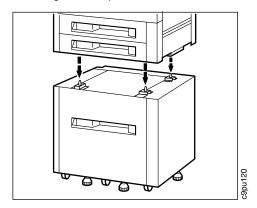


### **CAUTION:**

The printer weighs approximately 106 pounds (48 kg). It requires four people to move the printer. Do not attempt to carry the printer by yourself; otherwise injury may result.

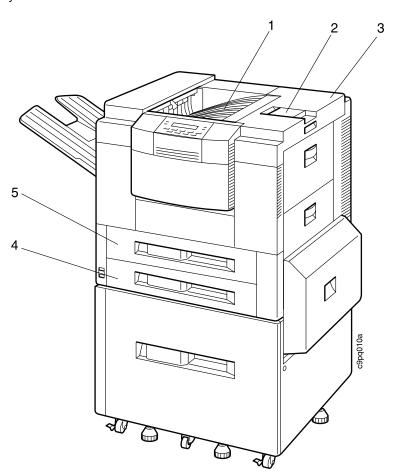


5. If you are placing your printer (1) onto the optional 2000-sheet input drawer or printer stand (2), line up the holes on the bottom of the printer with the pins on the stand or drawer. If you are placing your printer onto another surface be sure it is stable and can hold the weight of the printer.



# **Removing Packing Material**

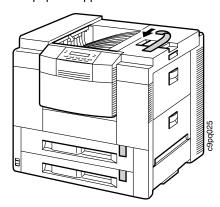
The diagram below shows the printer on the 2000-sheet input drawer with the front of the printer facing you. Use this figure to locate areas that contain packing materials that need to be removed from the printer. Note that the fuser area (not shown in the diagram) also includes packing materials. It is located on the side to the left of the paper trays.



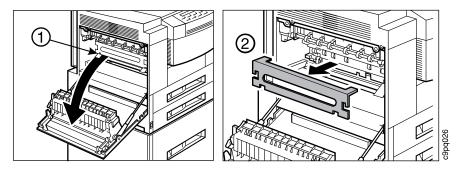
- 1. Face-down tray
- 2. Paper stopper
- 3. Top cover
- 4. Paper tray 1
- 5. Paper tray 2

**Attention**: Be sure to remove all packing materials from the exterior and interior of the printer before turning it on; otherwise, damage to the printer may occur.

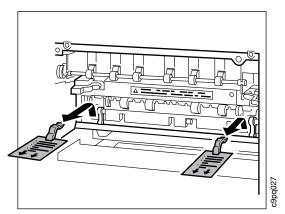
1. Remove the tape from the paper stopper.



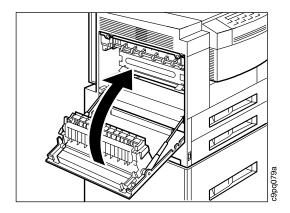
2. Open the left cover door (1). Remove the cardboard from the fuser assembly (2).



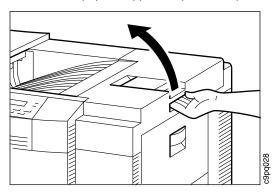
Locate the two orange spacers. Lift each spacer up and away from the fuser assembly.



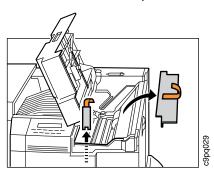
4. Close the cover.



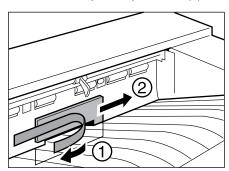
5. Lift the latch located under the paper stopper to open the top cover.

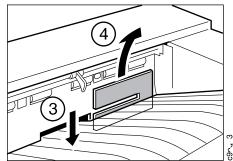


6. Remove the two pieces of cardboard inside the printer. Close the top cover.

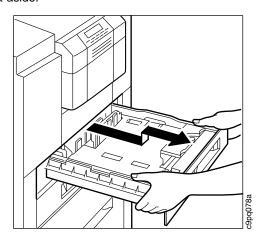


7. Locate the face-down tray on the top of the printer. To remove the tape, pull it toward you and away from the cardboard spacer (1). Next, slide the cardboard toward the back of the printer (2). With one hand push the tray down (3) then lift the cardboard spacer up and out (4).

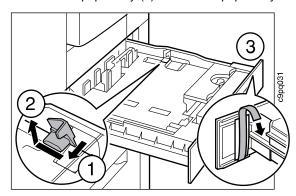




8. Open the top paper tray and remove the plastic bag containing the paper size indicators and set aside.



9. Push down on the paper tray (1) and rotate the orange spacer to remove it (2). Pull the tape from the side of the paper tray (3). Close the paper tray.

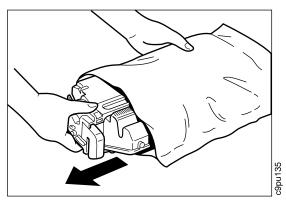


10. Open the lower paper tray and repeat steps 8 and 9.

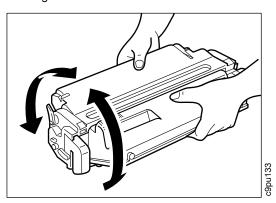
# **Installing the Toner Cartridge**

1. Use scissors to open one end of the protective bag. Remove the toner cartridge from the bag.

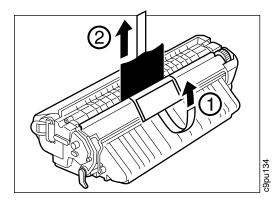
**Attention**: Do not expose the cartridge to direct sunlight. Do not leave the cartridge exposed outside the printer or the foil wrapper for more than five minutes.



2. Gently rotate the cartridge five or six times to distribute the toner evenly.

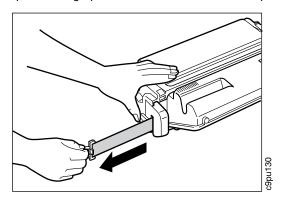


3. Lift the white protective tape (1) on the front of the cartridge and pull it around to the orange label. Next, gently pull off the black sheet (2).

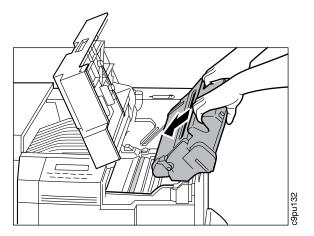


4. Place the cartridge on a flat surface and locate the orange ring at the end of the cartridge. Pull the orange ring straight out to remove the toner seal.

Attention: Do not pull the ring up or downwards because the tape may snap off.



5. Open the top cover. Grip the toner cartridge with both hands as shown, then slide it into the printer as far as it will go. Make sure the arrow on the toner cartridge is facing up and pointing toward the printer when inserting the cartridge. Gently tug the toner cartridge to insure it is locked in place. When locked in place it will not move.



6. Close the top cover.

# **Loading Paper**

The Network Printer 24 and Network Printer 24PS support most common sizes of paper, including letter, legal, 11 X 17 (ledger), A3, A4, and B4. For a complete description of how to select, load, and handle paper, see the *IBM Network Printer 24: User's Guide*.

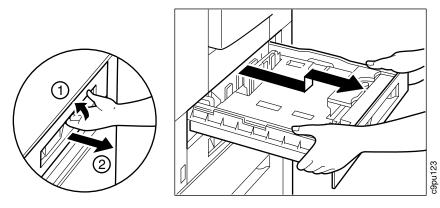
You can load the following paper sizes into Tray 1 (the upper 500-sheet tray) and Tray 2 (the lower 500-sheet tray):

Tray 1 Letter, legal, A4, and B4

Tray 2 Letter, legal, 11 x 17, A3, A4, and B4

To load the paper tray, do the following:

1. To remove a paper tray, squeeze the handle (1) and pull the tray out (2) as far as it will go without removing the tray from the printer.

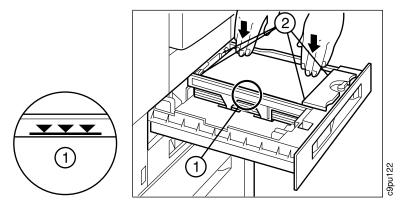


#### **Important**

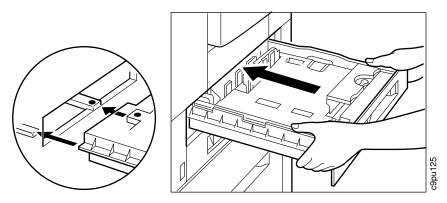
Both paper trays include pictures which show how to adjust the trays for different paper sizes. Use those pictures with the following instructions.

- 2. To adjust the left paper size guide:
  - · Remove the guide from its current slot
  - Align the tip of the paper size guide with the correct paper size marker
  - Lower the other end of the guide so that it lines up with the correct size marker.
- 3. To adjust the front paper size guide:
  - · Turn the dial to the right to unlock the front paper size guide
  - Move the paper guide so that the arrow matches the correct paper size
  - Turn the dial to the left to lock the front paper size guide.

- 4. After the guides have been adjusted to the correct size, insert the paper. Make sure:
  - The paper does not exceed the paper limit mark (1)
  - The paper is under the two white retaining clips located on the front and back of the paper tray (2).



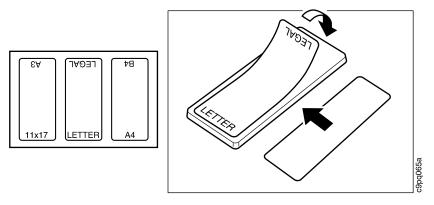
5. Close the tray by sliding it forward. If you completely removed the tray from the printer, line up the yellow arrow on the paper tray with the yellow arrow on the printer and slide the tray forward.



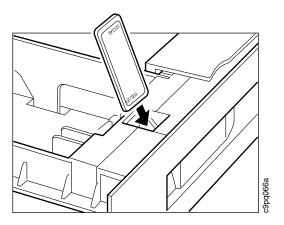
## **Using the Paper Size Indicators**

After you have selected the correct paper, use the paper size indicator to remind you which paper size is loaded in a paper tray. There is a paper size indicator for each tray.

1. Remove two of the paper size labels and adhere one to each side of the paper size indicator.



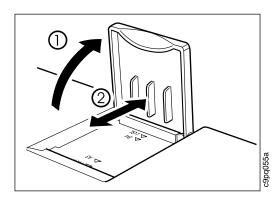
Pull out but do not remove the paper tray. After the paper is loaded into a tray, insert the paper size indicator in the slot located in the front of the paper tray. Make sure the correct size label is showing.



# Setting up the Paper Stopper

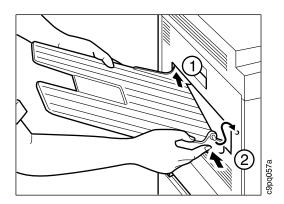
The paper stopper is located on the front right side of the printer. The paper stopper secures the delivery of the face down printout. Adjust the paper stopper to the longest size of the paper that will be used for printing.

Flip up the stopper (1), and slide it to the correct paper size indicator (2).



## **Attaching the Face-Up Tray**

The face-up tray is located on the left side of the printer. Use the face-up when you want your printout with the print side up. Insert the left tab on the face-up tray into the slot (1), then lightly press on the right side and insert the right tab into the slot (2).



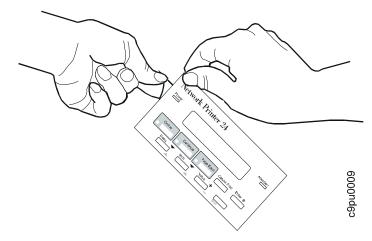
# **Applying the Operator Panel Template**

### Important!

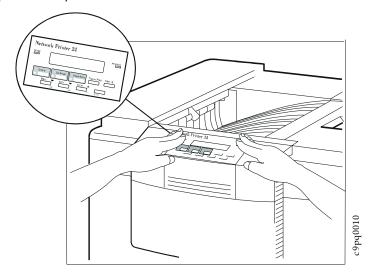
The Network Printer 24 and Network Printer 24PS should arrive with the operator panel template for English installed. Follow this procedure if you need to install a template in a language other than English, or if the English template is not installed.

If you do not need to install a template, skip this procedure and go to "Turning On the Printer" on page 25.

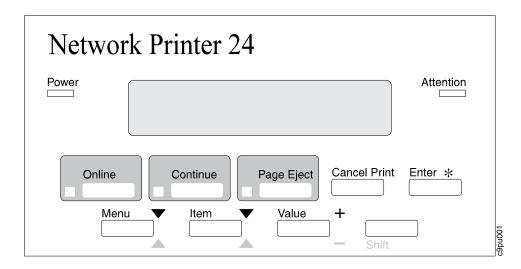
- 1. Use a dry cloth or towel to remove dust from the operator panel.
- 2. Remove the protective plastic located on the front of the printer operator panel.
- 3. Remove the back from the operator panel template.



4. Position the template so that the top of the template lines up squarely with the top of the operator panel. Then, working downward from the top of the template, gently press it into place.



The following figure shows the operator panel with the template in place. For a description of the keys on the operator panel, refer to the IBM Network Printer 24: User's Guide.

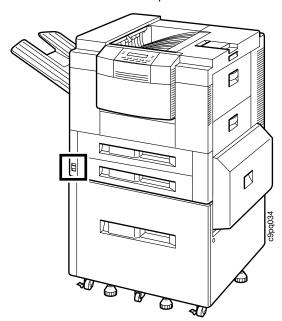


# **Turning On the Printer**

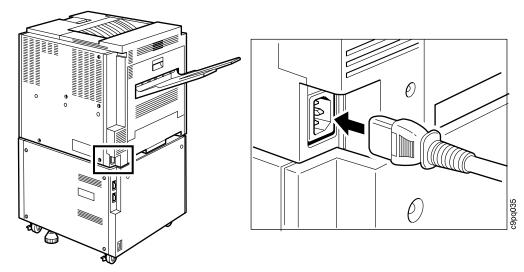
### **CAUTION:**

This product is equipped with a required, country-approved plug. For your safety, use it in conjunction with a properly grounded receptacle.

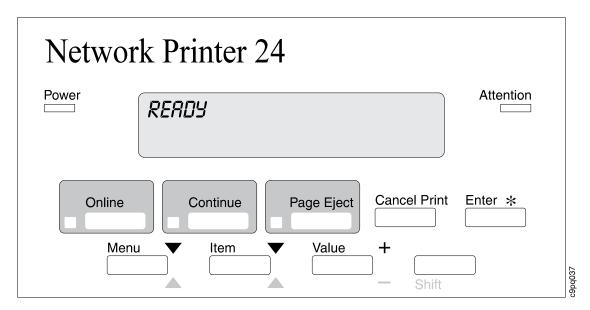
1. Make sure the printer is off. The power switch is found on the front of the printer, on the bottom left side. When the printer is on, the switch is pressed in. When the printer is off, the switch returns to its normal position.



2. Plug the power cord into the socket on the left side of the printer.



- 3. Plug the other end of the cord into a grounded AC wall outlet.
- 4. To power on the printer, press the power switch.
- 5. The printer displays the message PLEASE WAIT while it warms up. After a minute, the printer displays the message READY.



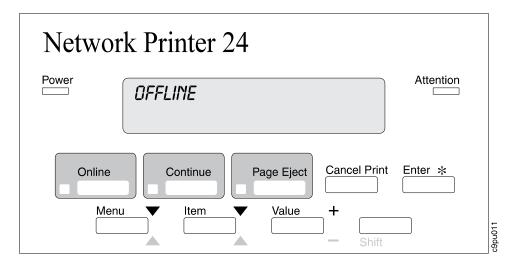
# Selecting a Language

#### Important!

English is the default language for messages and menus. If you use English, you can skip this step and go to "Printing the Printer Configuration Page" on page 29.

To display messages and menus in a language other than English, do the following:

1. Press the Online key; OFFLINE will display in the message display area.



2. Simultaneously press the **Shift** and the **Menu** key. You see LANGUAGE MENU in the message display area. Then press the **Item** key. You see LANG=ENGLISH.



3. Press the **Value** key until you see the language you want to select. In this example, we select DEUTSCH (German).



4. To change the value, press the **Enter** key. An asterisk appears next to the language you select, indicating that it is now active.



5. Press the **Online** key to make the printer ready. You see the READY message in the language you selected.

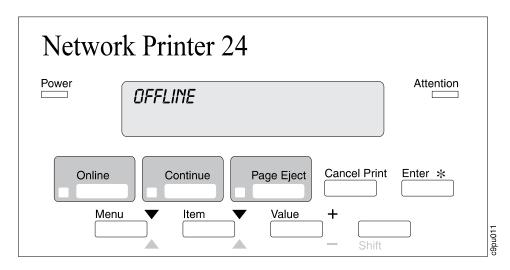


# **Printing the Printer Configuration Page**

#### Important!

Complete this step to verify that your printer prints. For a complete description of how you can use the printer configuration page to determine what options you have installed and how your printer is configured, see the *IBM Network Printer 24: User's Guide*.

1. On the operator panel, press the **Online** key once; you see OFFLINE in the message display area.



2. Press the Menu key until you see TEST MENU in the message display area.



3. Press the **Item** key until you see CONFIG PAGE.



4. Press the Enter key to print the configuration page. (It takes a moment or two.)

## **Connecting the Parallel Cable**

### Important

This section describes how to connect your printer to a workstation using the parallel interface.

You need to supply the parallel cable; it is not included with the print. Properly shielded and grounded cables and connectors (1284-compliant) must be used in order to meet FCC emission limits.

To install the following optional network interface cards, refer to the *IBM Network Printer 24: User's Guide*.

- IBM Network Card for Ethernet (10Base2/10BaseT)
- · IBM Network Card for Token Ring
- IBM Twinax SCS Interface
- IBM Coax SCS Interface

#### **DANGER**

To avoid personal risk, do not install or configure a communication port during a lightning storm.

To prevent serious injury from electrical shock when connecting or disconnecting the interface cable, power off the printer and unplug the power cord.

- 1. Turn off the printer and unplug it.
- 2. Plug the parallel cable into the parallel adapter on the printer.
- 3. Plug the other end of the cable to your PC or workstation.

## **Installing Printer Drivers**

Before you can print from your PC or workstation to your printer, you need to install the right driver on your system. The Network Printer 24 and Network Printer 24PS include diskettes which contain printer drivers for the following systems:

- Windows 3.1, Windows 3.11, Windows for Workgroups 3.11, Win-OS/2
- Windows 95
- OS/2 2.11, OS/2 Warp
- AIX 3.2.5, AIX 4.1

#### Notes:

- Each operating system has unique driver installation procedures. See the Readme file on the diskette that includes the driver of your choice for specific installation instructions.
- 2. Your printer may include additional drivers not included in this list.
- 3. PostScript drivers are shipped with the optional PostScript feature.
- 4. Printer drivers are also available as follows:
  - Access the IBM Printing Systems Home Page at: http://www.can.ibm.com/ibmprinters
  - b. Use the menu selections to find the freeware, driver, software fix, or update that you want

# What To Do Next

Use the following table to help you find information in other documents.

For information about	See this document		
Installing optional features (input trays, output bins, the envelope feeder, the duplex unit, IPDS and PostScript SIMMs, memory upgrades, network interface cards)	IBM Network Printer 24: User's Guide		
<ul> <li>Understanding printer messages</li> </ul>			
<ul> <li>Clearing paper jams</li> </ul>			
<ul> <li>Using the operator panel</li> </ul>			
<ul> <li>Navigating through operator panel menus</li> </ul>			
Setting up:	IBM Network Printers: Ethernet and		
<ul> <li>IBM Network Card for Ethernet (10Base2/10BaseT)</li> <li>IBM Network Card for Token Ring</li> </ul>	Token Ring Configuration Guide		
Setting up:	IBM Network Printers: Twinax/Coax		
<ul><li>IBM Twinax SCS Interface</li><li>IBM Coax SCS Interface</li></ul>	Configuration Guide		

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