



Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for LEXMARK X544. You'll find the answers to all your questions on the LEXMARK X544 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual LEXMARK X544
User guide LEXMARK X544
Operating instructions LEXMARK X544
Instructions for use LEXMARK X544
Instruction manual LEXMARK X544

Quick Reference

Copying

Making copies

Making a quick copy

- 1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass.

Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.

- 2 If you are loading a document into the ADF, adjust the paper guides.
- 3 From the printer control panel, press  for a black only copy or  for a color copy.
- 4 If you placed the document on the scanner glass and have additional pages to copy, then place the next page on the scanner glass, and then press **1** on the numeric keypad. Otherwise, press **2** on the numeric keypad.

Copying using the ADF

- 1 Load an original document faceup, short edge first into the ADF.
Note: Do not load postcards, photos, small items, transparencies, photo paper, or thin media (such as magazine clippings) into the ADF. Place these items on the scanner glass.
- 2 Adjust the paper guides.
- 3 From the printer control panel, press the **Copy** button, or use the keypad to enter the number of copies.
- 4 Change the copy settings as needed.
- 5 From the printer control panel, press  for a black only copy or  for a color copy.

Copying using the scanner glass

- 1 Place an original document facedown on the scanner glass in the upper left corner.
- 2 From the printer control panel, press the **Copy** button, or use the keypad to enter the number of copies.
- 3 Change the copy settings as needed.
- 4 From the printer control panel, press  for a black only copy or  for a color copy.
- 5 Place the next document on the scanner glass, and then press **1** on the numeric keypad. Otherwise, press **2** on the numeric keypad.

Canceling a copy job

A copy job can be canceled when the document is in the ADF, on the scanner glass, or while the document is printing. To cancel a copy job:

- 1 From the printer control panel press .
Stopping appears, followed by **Cancel Job**.
- 2 Press  to cancel the job.

Note: If you want to continue to process the job, then press  to continue copying.

Canceling appears.

The printer clears all pages in the ADF or printer and then cancels the job. Once the job is canceled, the copy screen appears.



[You're reading an excerpt. Click here to read official LEXMARK X544 user guide](http://yourpdfguides.com/dref/1261623)
<http://yourpdfguides.com/dref/1261623>

Manual abstract:

@@Place these items on the scanner glass. Copying using the scanner glass 1 Place an original document facedown on the scanner glass in the upper left corner. 2 From the printer control panel, press the Copy button, or use the keypad to enter the number of copies. 3 Change the copy settings as needed. 4 From the printer control panel, press or for a color copy. for a black only copy 5 Place the next document on the scanner glass, and then press 1 on the numeric keypad. Otherwise, press 2 on the numeric keypad. Canceling a copy job A copy job can be canceled when the document is in the ADF, on the scanner glass, or while the document is printing. To cancel a copy job: 2 If you are loading a document into the ADF, adjust the paper guides. 1 From the printer control, panel press for a black only copy for a color copy. 3 From the printer control panel, press or Stopping appears, followed by Cancel Job. 2 Press to cancel the job. 4 If you placed the document on the scanner glass and have additional pages to copy, then place the next page on the scanner glass, and then press 1 on the numeric keypad. Otherwise, press 2 on the numeric keypad.

@@Canceling appears. @@Once the job is canceled, the copy screen appears. Copying using the ADF 1 Load an original document faceup, short edge first into the ADF. @@Place these items on the scanner glass. 2 Adjust the paper guides.

@@5 From the printer control panel, press or for a color copy. @@@@Note: If you do not know the IP address of the printer, then print a network setup page and locate the address in the TCP/IP section. 1 Type the printer IP address into the address field of your Web browser. Note: If you do not know the IP address of the printer, then print a network setup page and locate the address in the TCP/IP section. 2 Click Settings. 3 Click Manage Destinations. Note: You may be asked to enter a password. If you do not have an ID and password, get one from your system support person. 2 Click Settings. 3 Click E-mail/FTP Settings.

4 Click E-mail Server Setup. 5 Change the e-mail settings as needed. 6 Click Submit. 4 Click E-mail Destination Setup. 5 Type a unique name for the recipient, and then enter the email address. @@@@To cancel an e-mail: 2 Click Settings. 3 Click E-mail/FTP Settings. 4 Click Manage E-mail Shortcuts. 5 Change the e-mail settings as needed. @@@@Once the job is canceled, the copy screen appears.

E-mailing 2 Faxing Sending a fax Sending a fax using the printer control panel 1 Load an original document faceup, short edge first into the ADF or facedown on the scanner glass. @@Place these items on the scanner glass. Sending a fax using the computer Faxing from a computer lets you send electronic documents without leaving your desk. This gives you the flexibility of faxing documents directly from software programs. number. You can create a shortcut to a single fax number or a group of fax numbers. 1 Type the printer IP address into the address field of your Web browser. Note: If you do not know the IP address of the printer, then print a network setup page and locate the address in the TCP/IP section. For Windows users 1 From your software program, click File Properties. @@@@3 Click Manage Destinations.

Note: A password may be required. @@4 Click OK, and then click OK again. @@@@The dial pause appears as a comma on the Fax to: line.

@@@@@@@@@@@@. 7 Enter the fax number, and then press number entry. 8 Press 1 to enter another fax number, or press 2 to end fax 9 After selecting 2=NO, Enter Name appears. a Press the button on the keypad that corresponds with the letter you want. The first time you press the button, the number for that button appears. @@@@@ Faxing 4 Scanning to a computer or flash drive Scanning to a computer 1 Type the printer IP address into the address field of your Web browser. @@g Press or to send the scanned image.

Note: The scan settings determine if the image is sent in black or color. Pressing the black or color button does not change these settings. 9 Return to the computer to view the file. The output file is saved in the location you specified or launched in the program you specified. 2 Click Scan Profile. 3 Click Create Scan Profile. 4 Select your scan settings, and then click Next. 5 Select a location on your computer where you want to save the scanned output file. Scanning to a USB flash memory device Note: The USB port is not available on selected printer models. 1 Insert a USB flash memory device into the front USB port. Access USB appears. Note: When a USB flash memory device is inserted into the printer, the printer can only scan to the USB device or print files from the USB device. All other printer functions are unavailable. 6 Enter a profile name. The profile name is also the user name, it is the name that appears in the Scan Profile list on the display.

7 Click Submit. @@@@@@@@@@@@Place these items on the scanner glass. a Load an original document faceup, short edge first into the ADF or facedown on the scanner glass. @@Place these items on the scanner glass. 5 If you are loading a document into the ADF, then adjust the paper guides. b If you are loading a document into the ADF, then adjust the paper guides. 6 Press or to send the scanned image. c Press the Scan/Email button. d Press the arrow buttons until Profiles appears, and then press . Note: The scan settings determine if the image is sent in black or color. Pressing the black or color button does not change these settings. e Press # . Enter Shortcut: appears. Scanning to a computer or flash drive 5 .



[You're reading an excerpt. Click here to read official LEXMARK](http://yourpdfguides.com/dref/1261623)

[X544 user guide](http://yourpdfguides.com/dref/1261623)

<http://yourpdfguides.com/dref/1261623>