Your PDF Guides

You can read the recommendations in the user guide, the technical guide or the installation guide for XEROX WORKCENTRE 7232. You'll find the answers to all your questions on the XEROX WORKCENTRE 7232 in the user manual (information, specifications, safety advice, size, accessories, etc.). Detailed instructions for use are in the User's Guide.

User manual XEROX WORKCENTRE 7232
User guide XEROX WORKCENTRE 7232
Operating instructions XEROX WORKCENTRE 7232
Instructions for use XEROX WORKCENTRE 7232
Instruction manual XEROX WORKCENTRE 7232

XEROX®

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Office Finisher LX

User Guide

Manual abstract:

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@@Unauthorised operation can cause faults or accidents. @@@@@@@@@@@A slight force is required to pull the cartridge out of the finisher. CAUTION: Do not discard the Staple Cartridge. Only the used Staple Case should be discarded. The Staple Cartridge can be refilled with a new Staple Case. 1-6 Office Finisher LX - User Guide Loading Staples in the Automatic Stapler Pinch both sides of the empty staple case with your fingers, and remove the staple case from the cartridge. Insert the front side of the new staple case into the staple cartridge, and then push the rear side into the cartridge. Hold the staple cartridge by the orange lever, and insert it into the finisher until it clicks. Close the front cover of the finisher. NOTE: If the front cover is not completely closed, a message will appear and the machine will not operate.

Office Finisher LX - User Guide 1-7 Loading Booklet Maker Staples Loading Booklet Maker Staples If the optional Booklet Maker is installed, a message appears on the touch screen when the unit runs out of staples. When the message is displayed, load a new staple cartridge into the Booklet Maker. The Booklet Maker contains two staple cartridges. Make sure that the machine has stopped, and open the side cover of the finisher. Move the Booklet Maker Staple Cartridges so that both Staple Cartridges are easily accessible. Hold the tabs on both sides of the booklet staple cartridge and pull the cartridge out of the Booklet Maker. Hold the tabs on both sides of the new booklet staple cartridge, and insert it into the original position until it clicks. NOTE: If you have trouble inserting the cartridge, make sure that the staples in the cartridge are properly in place. 1-8 Office Finisher LX - User Guide Loading Booklet Maker Staples Repeat steps 2 and 3 to replace the other booklet staple cartridge. Close the side cover of the Booklet Maker.

NOTE: If the side cover is not completely closed, a message will appear and the machine will not operate. Office Finisher LX - User Guide 1-9 Clearing Staple Jams Clearing Staple Jams The following describes how to clear staple jams when the optional Office Finisher LX is installed. Clearing Staple Jams in the Automatic Stapler Make sure that the machine has stopped, and then open the front cover on the Office Finisher LX. Hold the staple cartridge by Lever R1, and slide the cartridge to the right. Hold the staple cartridge by the orange lever, and lift up to remove the cartridge. Check the inside of the Office Finisher LX for any remaining staples. 1-10 Office Finisher LX - User Guide Clearing Staple Jams Pull up the front lever on the staple cartridge. Remove the entire sheet of staples, including the jammed staple. NOTE: Remove the entire staple sheet. Do not remove the jammed staple only.

Pull down the front lever on the staple cartridge until it clicks into place. Hold the staple cartridge by the orange lever, and return the cartridge to its original position. Close the front cover of the Office Finisher LX. If the staples cannot be removed after carrying out the above procedures, contact the Xerox Welcome Center. Office Finisher LX - User Guide 1-11 Clearing Staple Jams Clearing Staple Jams in the Booklet Maker Stapler Make sure that the machine has stopped, and open the side cover of the finisher.

Move the Booklet Maker Staple Cartridges so that both Staple Cartridges are easily accessible. Hold the tabs on both sides of the booklet staple cartridge and pull the cartridge out of the Booklet Maker. Repeat the step above for the other Booklet Maker Stapler Cartridge. Check the inside of the Office Finisher LX for any remaining staples. 1-12 Office Finisher LX - User Guide Clearing Staple Jams Hold the tabs on both sides of the new booklet staple cartridge, and insert it into the original position until it clicks.

Repeat the step above for the other Booklet Maker Stapler Cartridge. NOTE: If you have trouble inserting the cartridge, make sure that the staples in the cartridge are properly in place. Close the side cover of the Booklet Maker. Office Finisher LX - User Guide 1-13 Clearing Paper Jams Clearing Paper Jams Follow the steps below to clear paper jams in the optional Office Finisher LX. Office Finisher LX Top Cover Jams Open the Office Finisher LX Top Cover. Remove the jammed paper. Close the Office Finisher LX Top Cover. 1-14 Office Finisher LX - User Guide Clearing Paper Jams Office Finisher LX Transport Cover F Jams Open the Office Finisher LX Transport Cover F. Remove the jammed paper. Close the Office Finisher LX Transport Cover F.

Office Finisher LX - User Guide 1-15 Clearing Paper Jams Booklet Maker Paper Jams Make sure that the machine has stopped, and open the side cover of the finisher. Remove the jammed paper. Close the side cover of the Booklet Maker. 1-16 Office Finisher LX - User Guide Emptying the Hole Punch Waste Container Emptying the Hole Punch Waste Container NOTE: Leave the power on when emptying the Hole Punch Waste Container. .