

DocuPrint M115 w  
DocuPrint M115 fw  
DocuPrint M115 z  
User's Guide





# Types of Manuals

Which Guide?	What's in it?
<b>Safety Guide</b>	Read this Guide first. Read the Safety Instructions before you set up your machine. See this Guide for trademarks and legal limitations.
<b>Quick Setup Guide</b>	Follow the instructions for setting up your machine and installing the drivers and software for the operating system and connection type you are using.
<b>User's Guide</b>	Learn the Fax (DocuPrint M115 fw/M115 z), Scan and Copy operations. See troubleshooting tips and machine specifications.
<b>Software and Network User's Guide</b>	This Guide provides instructions for Scanning, Printing, PC-FAX and other operations that can be performed by connecting your Fuji Xerox machine to a computer. You can also find useful information about using the Fuji Xerox ControlCenter utility, using your machine in a network environment, and frequently used terms.
<b>Mobile Printing Fuji Xerox Print &amp; Scan Utility</b>	This printer supports printing from a variety of mobile devices using the Fuji Xerox Printer & Scan Utility (Small Office for iOS / Android.) For Android OS, download for free from Google Play, or please visit out online support at <a href="http://www.fxap.com.sg/product/software/printscanutilandroid/index.jsp">http://www.fxap.com.sg/product/software/printscanutilandroid/index.jsp</a> For iOS, download for free from App Store, or please visit our online support at <a href="http://www.fxap.com.sg/product/software/printscanutilios/index.jsp">http://www.fxap.com.sg/product/software/printscanutilios/index.jsp</a>

# Table of Contents

## **1 General information 1**

---

Using the documentation .....	1
Symbols and conventions used in the documentation .....	1
Accessing Fuji Xerox Utilities (Windows®) .....	2
Accessing the Software and Network User's Guide .....	3
Viewing Documentation .....	3
Control panel overview .....	6
Menu and features for DocuPrint M115 fw/M115 z .....	9
On-screen programming .....	9
Menu table .....	10
0.Initial Setup .....	11
1.General Setup .....	13
2.Fax .....	15
3.Copy .....	22
4.Printer .....	23
5.Print Reports .....	24
6.Network .....	25
7.Machine Info. ....	28
Menu and features for DocuPrint M115 w .....	29
On-screen programming .....	29
Menu table .....	30
1.General Setup .....	31
2.Copy .....	33
3.Printer .....	34
4.Network .....	35
5.Machine Info .....	38
Entering text .....	39
DocuPrint M115 fw/M115 z .....	39
DocuPrint M115 w .....	40
Ecology features .....	41
Deep Sleep mode .....	41
Auto Power Off (For DocuPrint M115 w) .....	41
Toner Settings .....	41
Toner Setting (Continue mode) .....	41
Receiving faxes in Continue Mode (For DocuPrint M115 fw/M115 z) .....	42

## **2 Paper Setting 43**

---

Paper settings .....	43
Paper Type .....	43
Paper Size .....	43
Acceptable paper .....	44
Paper capacity of the paper tray .....	44

<b>3</b>	<b>Loading documents</b>	<b>45</b>
	How to load documents .....	45
	Using the automatic document feeder (ADF) (For ADF models).....	45
	Using the scanner glass .....	45
<b>4</b>	<b>Sending a fax (DocuPrint M115 fw/M115 z)</b>	<b>47</b>
	How to send a fax .....	47
	Cancelling a fax in progress .....	47
	Broadcasting.....	48
<b>5</b>	<b>Receiving a fax (DocuPrint M115 fw/M115 z)</b>	<b>49</b>
	Receive modes .....	49
	Choosing the receive mode.....	49
	Receive Mode settings .....	50
	Ring Delay .....	50
	F/T Ring Time (Fax/Tel mode only).....	50
	Fax Detect .....	50
<b>6</b>	<b>Dialling and storing numbers (DocuPrint M115 fw/M115 z)</b>	<b>52</b>
	Storing numbers .....	52
	Storing Speed Dial numbers.....	52
	Changing or Deleting Speed Dial numbers .....	52
	How to dial .....	53
	Manual dialling.....	53
	Speed dialling .....	53
	Search .....	53
	Redial .....	53
	Caller ID.....	54
<b>7</b>	<b>Using PC-FAX (DocuPrint M115 fw/M115 z)</b>	<b>55</b>
	PC-FAX Receive (For Windows® only) .....	55
	PC-FAX sending.....	57
	Sending a file as a PC-FAX.....	57
<b>8</b>	<b>Telephone and external devices (DocuPrint M115 fw/M115 z)</b>	<b>59</b>
	Voice operations (DocuPrint M115 z).....	59
	Making a telephone call.....	59
	Hold .....	59
	Connecting an external TAD (DocuPrint M115 fw).....	59
	Connections.....	60
	Recording an outgoing message (OGM).....	60
	Multi-line connections (PABX).....	60
	External and extension telephones.....	61
	Connecting an external or extension telephone .....	61
	For Fax/Tel mode only.....	61
	Using a non-Fuji Xerox cordless external handset .....	61

<b>9</b>	<b>Making copies</b>	<b>62</b>
	How to copy .....	62
	ID COPY .....	63
	Double-sided ID copy .....	63
	One-sided ID copy .....	64
	Other copies .....	65
<b>10</b>	<b>How to scan to a computer</b>	<b>67</b>
	Scanning a document as a PDF file using ControlCenter4 .....	67
	Scanning using the Scan key .....	70
	Scan key settings .....	70
<b>A</b>	<b>Troubleshooting and other information</b>	<b>72</b>
	Consumable items .....	72
	Identifying your problem .....	74
	Error and maintenance messages .....	75
	If you are having difficulty with your machine .....	77
	Telephone and Fax problems (DocuPrint M115 fw/M115 z) .....	77
	Improving the print quality .....	79
	Document Jams (ADF models) .....	84
	Paper Jams .....	85
	Transferring your faxes or Fax Journal report (DocuPrint M115 fw/M115 z) .....	87
	Transferring faxes to another fax machine .....	87
	Transferring faxes to your PC .....	87
	Transferring the Fax Journal report to another fax machine .....	88
	Cleaning and Checking the machine .....	88
<b>B</b>	<b>Specifications</b>	<b>90</b>
	General .....	90
	Document Size .....	94
	Print media .....	94
	Fax .....	95
	Copy .....	95
	Scanner .....	96
	Printer .....	96
	Network (LAN) .....	97
<b>C</b>	<b>Contacting Fuji Xerox</b>	<b>98</b>
	Technical Support .....	98
	Online Services .....	98
<b>D</b>	<b>Index</b>	<b>99</b>

## Using the documentation

Thank you for buying a Fuji Xerox machine! Reading the documentation will help you make the most of your machine.

## Symbols and conventions used in the documentation

The following symbols and conventions are used throughout the documentation.

### WARNING

WARNING indicates a potentially hazardous situation which, if not avoided, could result in death or serious injuries.

### IMPORTANT

IMPORTANT indicates a potentially hazardous situation which, if not avoided, may result in damage to property or loss of product functionality.

### NOTE

NOTE specifies the operating environment, conditions for installation, or special conditions of use.



Prohibition icons indicate actions that must not be performed.



Electrical Hazard icons alert you to a possible electrical shock.



Hot Surface icons warn you not to touch machine parts that are hot.



Fire hazard icons alert you to the possibility of fire.

**Bold** Bold style identifies keys on the machine's control panel or on the computer screen.

*Italics* Italicized style emphasizes an important point or refers you to a related topic.


`Courier New` Courier New font identifies the messages shown on the LCD of the machine.

Follow all warnings and instructions marked on the product.


### NOTE

- Most of the illustrations in this User's Guide show the DocuPrint M115 fw.
- This User's Guide uses the following model group identification names:
  - For ADF models:
    - DocuPrint M115 fw, DocuPrint M115 z

# Accessing Fuji Xerox Utilities (Windows®)

**Fuji Xerox Utilities**  is an application launcher that offers convenient access to all Fuji Xerox applications installed on your device.


- 1 (Windows® XP, Windows Vista®, Windows® 7, Windows Server® 2003, Windows Server® 2008 and Windows Server® 2008 R2)


Click  (**Start**) > **All Programs** > **Fuji Xerox** > **Fuji Xerox Utilities**.

(Windows® 8 and Windows Server® 2012)

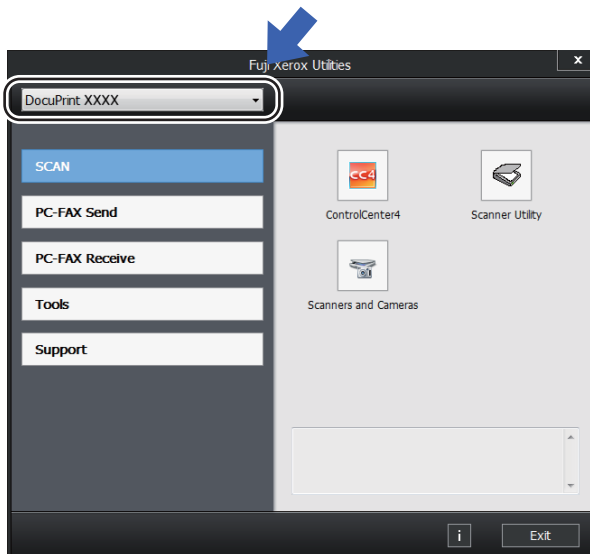
Tap or double-click  (**Fuji Xerox Utilities**) either on the **Start** screen or the desktop.

(Windows® 8.1 and Windows Server® 2012 R2)

Move your mouse to the lower left corner of the **Start** screen and click  (if you are using a touchbased device, swipe up from the bottom of the **Start** screen to display the **Apps**

screen). When the **Apps** screen appears, tap or click  (**Fuji Xerox Utilities**).

- 2 Select your machine.



- 3 Choose the function you want to use.



# Accessing the Software and Network User's Guide


This User's Guide does not contain all the information about the machine such as how to use the advanced features for Printer, Scanner, PC-Fax <sup>1</sup> and Network. When you are ready to learn detailed information about these operations, read the Software and Network User's Guide that is on the installer CD-ROM for Windows<sup>®</sup> users.

<sup>1</sup> DocuPrint M115 fw/M115 z

## Viewing Documentation

### Viewing Documentation (Windows<sup>®</sup>)

(Windows<sup>®</sup> 7/Windows Vista<sup>®</sup>/  
Windows<sup>®</sup> XP)

Click  (Start) > All Programs > Fuji

Xerox > Fuji Xerox Utilities, and then click the drop-down list and select your model name (if not already selected). Click **Support** in the left navigation bar, and then click **User's Guides**.

(Windows<sup>®</sup> 8)

Click  (Fuji Xerox Utilities), and


then click the drop-down list and select your model name (if not already selected). Click **Support** in the left navigation bar, and then click **User's Guides**.

If you have not installed the software, you can find the documentation on the installer CD-ROM by following the instructions below:

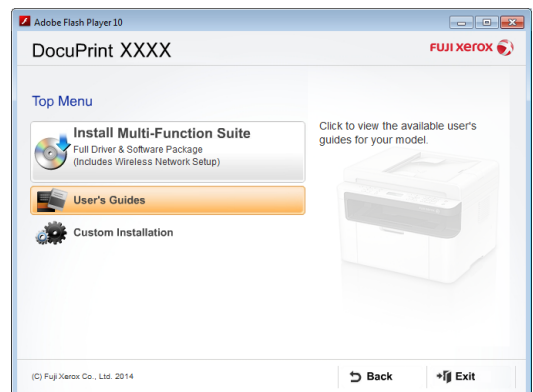
- 1 Turn on your computer. Insert the installer CD-ROM into your CD-ROM drive.

### NOTE

If the Fuji Xerox screen does not appear, go to **Computer (My Computer)**.

(For Windows<sup>®</sup> 8: Click the  (File Explorer) icon on the taskbar, and then go to **Computer (This PC)**. Double-click the CD-ROM icon, and then double-click **start.exe**.

- 2 If the model name screen appears, click your model name.
- 3 If the language screen appears, click your language. The CD-ROM Top Menu will appear.



- 4 Click **User's Guides**.
- 5 Click **User's guides on the CD-ROM**. If the country screen appears, choose your country, and then click the document you want to read.

### How to find Network setup instructions

Your machine can be connected to a network.

Basic setup instructions, see Quick Setup Guide.

If your wireless access point or router supports Wi-Fi Protected Setup or AOSS™, see Quick Setup Guide.

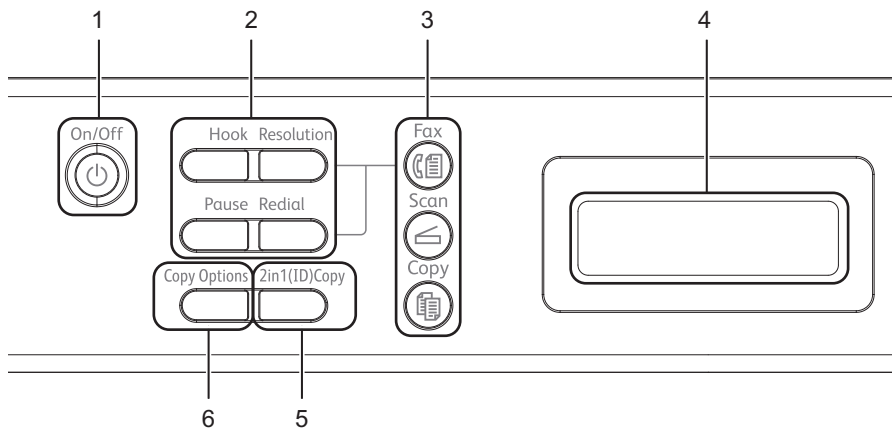
For more information about network setup, see Software and Network User's Guide.





# Control panel overview

The illustrations of the control panel in this User's Guide show the DocuPrint M115 fw and DocuPrint M115 w.

## DocuPrint M115 fw/M115 z



### 1 On/Off

Press  to turn the machine on. Press and hold down  to turn the machine off.

### 2 Hook or Hook/Hold

Press before dialling if you want to make sure a fax machine will answer, and then press **Start**.

(DocuPrint M115 z)

Lets you place telephone calls on hold.

#### Redial

You can redial the last 20 numbers called.

#### Pause

Inserts a 3.5 second pause when programming speed dial numbers or when dialling a number manually.

#### Resolution

Sets the resolution when sending a fax.

### 3 Mode keys:



#### Fax

Puts the machine in FAX mode. Fax mode is the default mode.



#### Scan

Puts the machine in SCAN mode.



#### Copy

Puts the machine in COPY mode.

### 4 LCD

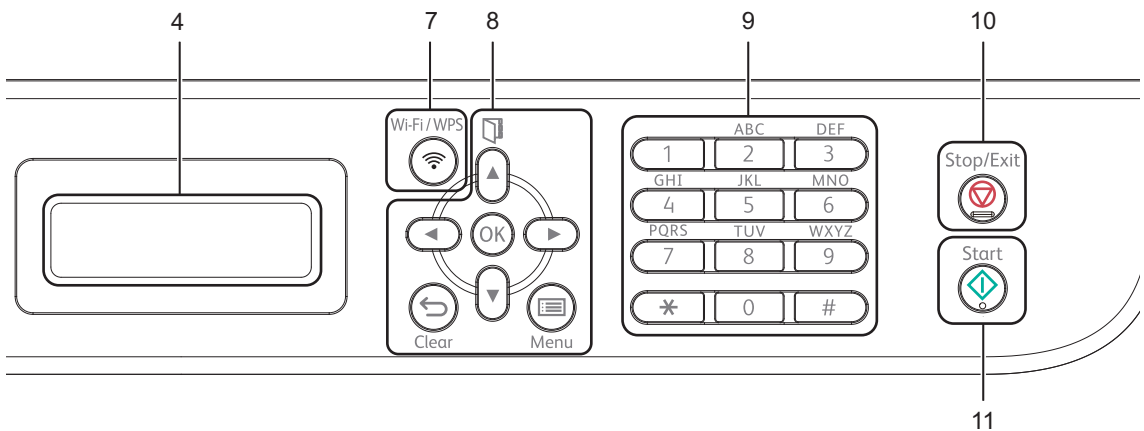
Displays messages to help you set up and use your machine.

### 5 2 in 1 (ID) Copy

You can copy your Identification card both sides onto one page with the original size.

### 6 Copy Options

You can quickly and easily choose temporary settings for copying.



## 7 Wi-Fi/WPS

Press the **Wi-Fi/WPS** button and launch the wireless installer on your computer. Follow the on-screen instructions to set up a wireless connection between your machine and your network.

When the **Wi-Fi/WPS** light is on, your Fuji Xerox machine is connected to a wireless access point. When the **Wi-Fi/WPS** light blinks, the wireless connection is down, or your machine is in the process of connecting to a wireless access point.

## 8 Menu keys:

### Clear

Deletes entered data or lets you cancel the current setting.

### Menu

Lets you access the Menu to program your settings in the machine.

### OK

Lets you store your settings and confirm LCD messages on the machine.

### Volume keys:

#### ◀ or ▶

Press to scroll backwards or forwards through menu selections. Press to change the volume when in fax or standby mode.

#### ▲ or ▼

Press to scroll through the menus and options.

### 📖 Address Book

Lets you access speed dial numbers directly.

## 9 Dial pad

Use these keys to dial telephone and fax numbers and as a keyboard for entering information into the machine.  
(DocuPrint M115 z)

The **#** key temporarily switches the dialling mode from Pulse to Tone during a telephone call (not available in New Zealand).

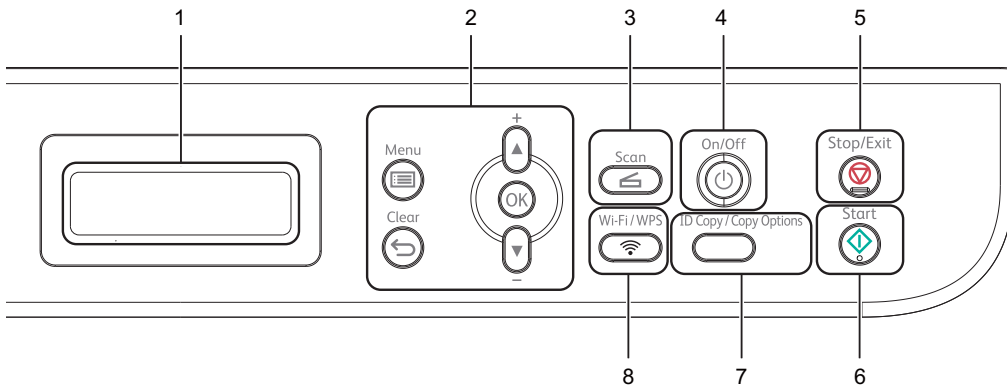
## 10 Stop/Exit

Stops an operation or exits from a menu. Press this key to cancel the print job.

## 11 Start

Lets you start sending faxes, scanning or making copies.

## DocuPrint M115 w

**1 LCD**

Displays messages to help you set up and use your machine.

**2 Menu keys:****Menu**

Lets you access the Menu to program your settings in the machine.

**Clear**

Deletes entered data or lets you cancel the current setting.

**OK**

Lets you store your settings and confirm LCD messages on the machine.



**▼ or ▲**

Press to scroll through the menus and options.

**3 Scan**

Puts the machine in SCAN mode.

**4 On/Off**

Press  to turn the machine on. Press and hold down  to turn the machine off.

**5 Stop/Exit**

Stops an operation or exits from a menu. Press this key to cancel the print job.

**6 Start**

Lets you start making copies or scanning.

**7 ID Copy/Copy Options**

You can copy both sides of your Identification card onto one page with the original size.

You can quickly and easily choose temporary settings for copying.

**8 Wi-Fi/WPS**

Press the **Wi-Fi/WPS** button and launch the wireless installer on your computer. Follow the on-screen instructions to set up a wireless connection between your machine and your network.

When the Wi-Fi/WPS light is on, your Fuji Xerox machine is connected to a wireless access point. When the Wi-Fi/WPS light blinks, the wireless connection is down, or your machine is in the process of connecting to a wireless access point.

# Menu and features for DocuPrint M115 fw/ M115 z

- 6 Press **Stop/Exit** to exit Menu mode.

1

## On-screen programming

Your machine has been designed to be easy to use. The LCD provides on-screen programming using the menu keys.

### How to access the menu mode

(Example: DocuPrint M115 fw)

- 1 Press **Menu**.
- 2 Choose an option.
  - Press **0** for Initial Setup menu.
  - Press **1** for General Setup menu.
  - Press **2** for Fax menu.
  - Press **3** for Copy menu.
  - Press **4** for Printer menu.
  - Press **5** for Print Reports menu.
  - Press **6** for Network menu.
  - Press **7** for Machine Info. menu.
  - Press **9** for Service menu.<sup>1</sup>

<sup>1</sup> This will appear only when the LCD shows an error message.

You can also scroll through each menu level by pressing **▲** or **▼**.

- 3 Press **OK** when the option you want appears on the LCD. The LCD will then show the next menu level.
- 4 Press **▲** or **▼** to scroll to your next menu selection, and then press **OK**.
- 5 Press **▲** or **▼** to display the option you want, and then press **OK**. When you have finished setting an option, the LCD will show *Accepted*.

## Menu table

Using the menu table, you can change the settings in your machine by pressing the number keys or ▲ and ▼ and **OK**.

Press **Menu**, and then according to what is shown on the LCD, press the number keys or ▲ and ▼ to display different menu options. Press **OK** to select an option.

In the below example, the copy quality setting is changed from `Auto` to `Text`.

③ Copy

Level 2	Level 3	Descriptions 1	Options
① Quality	② -	You can choose the Copy resolution for your type of document.	④ <b>Auto*</b> Text Photo Receipt

- ① Press **Menu**.
- ② Press **3** to choose `Copy`.
- ③ Press **1** to choose `Quality`.
- ④ Press ▲ or ▼ to display `Text`.
- ⑤ Press **OK**.
- ⑥ Press **Stop/Exit**.



## 0.Initial Setup

### 0.Initial Setup

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Date&Time	1.Date&Time	Puts the date and time on the LCD and in headings of faxes you send if you set up the station ID.	Year :	Enter the last two digits of the year. (e.g. Enter 1, 4 for 2014.)	
			Month :	Enter the two digits for the month. (e.g. Enter 0, 1 for January.)	
			Day :	Enter the two digits for the day. (e.g. Enter 0, 1 for 1st.)	
			Time :	Enter the time in 24-hour format. (e.g. Enter 1, 5, 2, 5 for 15:25.)	
	2.Daylight Save	Set the machine to change for Daylight Saving Time.	On	It will reset the time forward one hour.	
			Off	It will reset the time backward one hour.	
	3.Time Zone	Sets the time zone for your country.	UTCXXX:XX		
2.Station ID	—	Sets up your name and fax number to appear on each page you fax.	Fax :	Enter your fax number (up to 20 digits).	
			Tel :	Enter your telephone number (up to 20 digits). If your telephone number and fax number are the same, enter the same number again.	
			Name :	Enter your name (up to 20 characters).	39
3.Tone/Pulse (not available in New Zealand)	—	Chooses the dialling mode.	<b>Tone*</b>	Your machine comes set for Tone dialling service.	
			Pulse	If you have Pulse dialling service (rotary), you need to change the dialling mode.	
The factory settings are shown in Bold with an asterisk.					

## 0.Initial Setup (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
4.Dial Tone 3.Dial Tone (for New Zealand)	—	You can shorten the dial tone detect pause.	Detection	Your machine will dial as soon as it detects a dial tone.	
			No Detection*	When you send a fax automatically, by default your machine will wait for a fixed amount of time before it starts to dial the number.	
5.Dial Prefix 4.Dial Prefix (for New Zealand)	—	Sets a prefix number that will always be added before the fax number every time you dial.	—	Enter the prefix number (up to 5 digits) on the dial pad, and then press <b>OK</b> .  The dial prefix setting will automatically dial a predefined number before every fax number you dial. For example: If your phone system requires a 9 to dial an outside number this setting will automatically dial 9 for every fax you send.	
6.Reset 5.Reset (for New Zealand)	1.Machine Reset	Restores all the function settings to factory default.	1.Reset		
			2.Exit	Cancel restore and exit the menu.	
	2.Network	Restores all network settings to the factory default.	1.Reset		
			2.Exit	Cancel restore and exit the menu.	
	3.Address & Fax	Restores all stored phone numbers and fax settings.	1.Reset		
			2.Exit	Cancel restore and exit the menu.	
	4.All Settings	Restores all the machine settings to factory default.  All Settings takes less time than Factory Reset.	1.Reset		
			2.Exit	Cancel restore and exit the menu.	
The factory settings are shown in Bold with an asterisk.					

# 1.General Setup

## 1.General Setup

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Default Mode	—	Select the default mode.	<b>Fax*</b>		
			Copy		
			Scan		
2.Mode Timer	—	You can set how much time the machine takes after the last operation to return to the default mode.	0 Sec	Return to the default mode at once.	
			30 Secs	Return to the default mode after the time you choose.	
			1 Min		
			<b>2 Mins*</b>		
			5 Mins	The machine will stay in the mode you used last.	
Off					
3.Paper	1.Paper Type		<b>Plain*</b> Recycled Paper		43
	2.Paper Size	Sets the size of the paper in the paper tray.	<b>A4*</b> Letter Legal Folio A5 A5 L B5 Executive		43
4.Volume	1.Ring	Adjusts the ring volume.	Low <b>Med*</b> High Off		
	2.Beeper	When the beeper is on, the machine will beep when you press a key, make a mistake, or after you send or receive a fax.	Low <b>Med*</b> High Off		
	3.Speaker	Adjusts the speaker volume.	Low <b>Med*</b> High Off		

The factory settings are shown in Bold with an asterisk.

## 1.General Setup (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
5. Ecology	1. Toner Save	You can save toner using this feature.	On	Increases the page yield of the toner cartridge. When you set Toner Save to On, print appears lighter.	
			<b>Off*</b>		
6. LCD Contrast	—	Adjusts the contrast of the LCD.	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Press ► to make the LCD darker. Or press ◀ to make the LCD lighter.	
7. Scan Size	—	Adjusts the scan area to the size of the document.	<b>A4*</b> Letter		
8. Replace Toner	—	Sets the machine to continue or stop printing after the LCD shows Replace Toner.	Continue	The machine will continue printing. Replace the toner cartridge with a new one after the LCD shows Toner Ended.	41
			<b>Stop*</b>	The machine will stop printing. Replace the toner cartridge with a new one.	
The factory settings are shown in Bold with an asterisk.					

## 2.Fax

### 2.Fax

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Setup Receive (In FAX mode only)	1.Receive Mode	Chooses the receive mode that best suits your needs.	<b>Fax Only*</b>	Your machine automatically answers every call as a fax. <b>Fax Only</b> is displayed on the LCD when set.	49
			Fax/Tel	Your machine controls the line and automatically answers every call. If the call is not a fax, the phone will ring for you to pick up the call. <b>Fax/Tel</b> is displayed on the LCD when set.	
			External TAD (Except DocuPrint M115 z)	Your external telephone answering device (TAD) automatically answers every call. Voice messages are stored on the external TAD. Fax messages are automatically printed. <b>External TAD</b> is displayed on the LCD when set.	
			Manual	You control the phone line and must answer every call yourself. <b>Manual</b> is displayed on the LCD when set.	
	<b>2.Ring Delay</b>	The Ring Delay setting sets the number of times the machine rings before it answers in Fax Only and Fax/Tel modes.	(02 - 10) <b>02*</b> (Example for Australia)	If you have external or extension telephones on the same line as the machine, choose the maximum number of rings.	50
The factory settings are shown in Bold with an asterisk.					



## 2.Fax (continued)


Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Setup Receive (In FAX mode only) (Continued)	6.Memory Receive	Automatically stores any incoming faxes in its memory if it runs out of paper.  The machine will carry on receiving the current fax, with the remaining pages being stored in memory, if enough memory is available.	On*	Further incoming faxes will also be stored into memory until the memory is full. When the memory is full the machine will stop automatically answering calls. To print the faxes, put fresh paper in the tray and press <b>Start</b> .	
			Off	Further incoming faxes will not be stored in memory. The machine will then stop automatically answering calls until fresh paper is put in the paper tray. To print the last fax you received, put fresh paper in the tray and press <b>Start</b> .	
	7.Print Density	You can adjust the Print Density setting to make your printed pages darker or lighter.	-□□□■+ -□□■□+ -□■□□+* -■□□□+ -■□□□+	Press ► to make darker, press ◀ to make lighter.	
2.Setup Send	1.Contrast	Changes the lightness or darkness of faxes you send.	Auto*	Auto will give the best results. It automatically chooses a suitable contrast for your document.	
			Light	If your document is too light, choose Light.	
			Dark	If your document is too dark, choose Dark.	
The factory settings are shown in Bold with an asterisk.					

## 2.Fax (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page	
2.Setup Send (Continued)	2.Fax Resolution	Sets the default resolution for outgoing faxes.  The quality of an outgoing fax can be improved by changing the Fax Resolution.	<b>Standard*</b>	Suitable for most typed documents.		
			Fine	Good for small print and transmits a little slower than Standard resolution.		
			S.Fine	Good for small print or artwork and transmits slower than Fine resolution.		
			Photo	Use when the document has varying shades of grey or is a photograph. This has the slowest transmission time.		
	3.Overseas Mode	If you are having difficulty sending a fax overseas due to a bad connection, then turning on Overseas Mode may help.	On	Turn this feature on if you are having difficulties sending faxes overseas. This feature will stay on for the next fax only.		
			<b>Off*</b>	Keep this setting <b>Off</b> when the network connection is good and you can send an overseas fax successfully.		
	4.Auto Redial	Set the machine to redial the last fax number after five minutes if the fax did not go through because the line was busy.	<b>On*</b>			
			Off			
	The factory settings are shown in Bold with an asterisk.					



## 2.Fax (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
3. Anti-Junk Fax	1. Register	If you do not want to receive a fax/call from specific numbers, you can register the numbers up to 100 to the Anti-Junk Fax list.	—	Choose the number you want to register to the Anti-Junk Fax list by pressing ▲ and ▼ . Press <b>OK</b> and then press <b>1</b> .	
	2. Delete	You need to apply for the Caller ID service at your local telephone company. You can not choose the numbers that is not stored in the Caller ID memory.	—	Choose the number you want to delete from the Anti-Junk Fax list by pressing ▲ and ▼ . Press <b>OK</b> and then press <b>1</b> .	
	3. Print Report		—	You can print a list of registered fax/telephone numbers in the Anti-Junk Fax list.	
4. Address Book	1. Speed Dial	Stores up to 99 Speed Dial numbers. Press  (Address Book) ▲ twice and enter the two digit Speed Dial number.	—		
5. Report Setting	1. Transmission	You can use the Transmission Verification Report as proof that you sent a fax. This lists the receiving party's name or fax number, the time and date of transmission, duration of transmission, number of pages sent, and whether or not the transmission was successful.	On	Prints a report after every fax you send.	
			On+Image	Prints a report after every fax you send. A portion of the fax's first page appears on the report.	
			<b>Off*</b>	Prints a report if your fax is unsuccessful due to a transmission error.	
			Off+Image	Prints a report if your fax is unsuccessful due to a transmission error. A portion of the fax's first page appears on the report.	
			No Report		
The factory settings are shown in Bold with an asterisk.					

## 2.Fax (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
5.Report Setting (Continued)	2.Journal Period	Sets the interval for automatic printing of the Fax Journal.  The Fax Journal is a list of information about your last 200 incoming and outgoing faxes.	Off	If you set the interval to Off, you can still print the report manually from the Print Reports menu.	
			<b>Every 50 Faxes*</b>	The machine will print the Journal when the machine has stored 50 jobs.	
			Every 6 Hours Every 12 Hours Every 24 Hours Every 2 Days Every 7 Days	The machine prints the report at the selected time and then erases all jobs from its memory.	
6.Remote Fax Opt	1.PC Fax Receive	Sets the machine to send faxes to your PC. If you choose On, you can turn on the safety feature Backup Print.	On  <b>Off*</b>		55
	2.Print Document	If you turn on the PC-Fax Receive feature and your machine stores received faxes in memory, you can print a fax from the memory.	—		
7.Remaining Jobs	—	You can check which jobs are in the memory and lets you cancel scheduled jobs.	[XXX]	Please follow the prompts on the LCD.	48
0.Miscellaneous	1.Compatibility	If you are having difficulty sending or receiving a fax due to possible interference on the telephone line, adjust the equalization for compatibility to reduce the modem speed for fax operations.	<b>Normal*</b>	Sets the modem speed at 14400 bps.	
			Basic (for VoIP*)	Cuts the modem speed to 9600 bps and turns the error correction mode (ECM) off. If you regularly experience interference on your standard telephone line try this setting.	

The factory settings are shown in Bold with an asterisk.

## 2.Fax (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
0.Miscellaneous (Continued)	2.Distinctive (For Australia, New Zealand and Singapore)	Use with telephone company distinctive ringing service allows you to have a voice number and fax number on the one telephone line.	On <b>Off*</b>		
	2 Caller ID (Except Australia, New Zealand, Singapore)	View or print a list of the last 30 Caller IDs stored in the memory.	Display #	The Caller ID of the last call will appear on the display.	
	3 Caller ID (For Australia, New Zealand and Singapore)		Print Report	Prints the last thirty calls in the Caller ID list.	
The factory settings are shown in Bold with an asterisk.					

## 3.Copy

### 3.Copy

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Quality	—	You can choose the Copy resolution for your type of document.	<b>Auto*</b>	Auto is the recommended mode for ordinary printouts. Suitable for documents that contain both text and photographs.	
			Text	Suitable for documents containing mainly text.	
			Photo	Better copy quality for photographs.	
			Receipt	Suitable for copying receipts.	
2.Brightness	—	Adjusts the copy brightness for copies.	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Press ► to increase the brightness or press ◀ to decrease the brightness.	
3.Contrast	—	Adjust the contrast to help an image look sharper and more vivid.	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Press ► to increase the contrast or press ◀ to decrease the contrast.	
4.ID Copy	1.Quality	You can change the default settings for ID Copy.	<b>Auto*</b>	Auto is the standard mode for ordinary printouts. If you want to make it clearer, choose <b>Lighter</b> .	
			<b>Lighter</b>		
	2.Brightness		-□□□■+ -□□□■+* -□□■□+ -□■□□+ -■□□□+	Press ► to increase the brightness or press ◀ to decrease the brightness.	
	3.Contrast	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Press ► to increase the contrast or press ◀ to decrease the contrast.		
The factory settings are shown in Bold with an asterisk.					

### 3.Copy (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
4.ID Copy (Continued)	4.2in1/1in1		2in1*	Allows you to use the <b>2 in 1 (ID) Copy</b> key as a double- sided copy.	63
			1in1	Allows you to use the <b>2 in 1 (ID) Copy</b> key as a one-sided copy.	64
The factory settings are shown in Bold with an asterisk.					

## 4.Printer

### 4.Printer

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Print Options	1.Test Print	Prints a test page.	—		
2.Auto Continue	—	If this setting is enabled, the machine will automatically clear a paper size error, and will use the paper loaded in the paper tray.	On*		
			Off	Size mismatch is displayed on the LCD and printing does not occur.	
3.Reset Printer	—	Restores the printer settings to the original factory default settings.	1.Reset		
			2.Exit		
The factory settings are shown in Bold with an asterisk.					

## 5. Print Reports

### 5. Print Reports

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1. XMIT Verify	1. View on LCD	You can use the Transmission Verification Report as proof that you sent a fax. This report lists the receiving party's name or fax number, the time and date of transmission, duration of transmission, number of pages sent, and whether or not the transmission was successful.	—	You can view the Transmission Verification Report for your last 200 outgoing faxes.	
	2. Print Report		—	Print the last report.	
2. Address Book	1. Numeric	Lists names and numbers stored in the Speed Dial memory.	—	Print in numerical order.	
	2. Alphabetic		—	Print in alphabetical order.	
3. Fax Journal	—	Prints a list of information about your last 200 incoming and outgoing faxes.  (TX: transmit) (RX: receive)	—		
4. Print Settings	—	Print a list of your settings for printing.	—		
5. User Settings	—	Lists your settings.	—		
6. Network Config	—	Print a list of your Network settings.			
7. WLAN Report	—	Prints the result of wireless LAN connectivity diagnosis.			
The factory settings are shown in Bold with an asterisk.					

## 6.Network

### 6.Network

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1.WLAN	1.TCP/IP	—	1.Boot Method	<b>Auto*</b> Static RARP BOOTP DHCP Chooses the BOOT method that best suits your needs.	
			2.IP Address	Enter the IP address.	
			3.Subnet Mask	Enter the Subnet mask.	
			4.Gateway	Enter the Gateway address.	
			5.Node Name	Enter the Node name. (Up to 32 characters)	
			6.WINS Config	<b>Auto*</b> Static Chooses the WINS configuration mode.	
			7.WINS Server	Specifies the IP address of the primary or secondary WINS server.  Primary [000-255].[000-255]. [000-255].[000-255]  Secondary [000-255].[000-255]. [000-255].[000-255]	
The factory settings are shown in Bold with an asterisk.					

## 6.Network (continued)

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1. WLAN (Continued)	1. TCP/IP (Continued)	—	8. DNS Server	Specifies the IP address of the primary or secondary DNS server.  Primary [000-255].[000-255]. [000-255].[000-255]  Secondary [000-255].[000-255]. [000-255].[000-255]	
			9. APIPA	<b>On*</b>  Off  Automatically allocates the IP address from the link-local address range.	
			0. IPv6	On  <b>Off*</b>  Enable or Disable the IPv6 protocol.	
	2. WLAN Assistant	(Windows® only) You can configure your wireless network settings using the Fuji Xerox CD-ROM.	—		
	3. Setup Wizard	The Setup Wizard guides you through the wireless network configuration.	—		
	4. WPS/AOSS	You can easily configure your wireless network settings using the one-button push method.	—		
5. WPS w/PIN Code	You can easily configure your wireless network settings using WPS with a PIN code.	—			
The factory settings are shown in Bold with an asterisk.					



**6.Network (continued)**

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1.WLAN (Continued)	6.WLAN Status	—	1.Status	You can see the current wireless network status.	
			2.Signal	You can see the current wireless network signal strength.	
			3.SSID	You can see the current SSID.	
			4.Comm. Mode	You can see the current Communication Mode.	
	7.MAC Address	Shows the MAC address of the machine.			
	8.Set to Default	Restore the wireless network setting to factory default.	1.Reset 2.Exit		
	9.WLAN Enable	Enable or Disable the Wireless LAN manually.	On <b>Off*</b>		
	The factory settings are shown in Bold with an asterisk.				

## 7.Machine Info.

---

### 7.Machine Info.

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
<b>1.Serial No.</b>	—	You can check the serial number of your machine.	—		
<b>2.Version</b>	<b>1.Main Version</b>	You can check the firmware version of your machine.	—		
<b>3.Page Counter</b>	—	You can check the number of pages the machine has printed during its life.	Total	Displays the total page count.	
			Fax/List	Displays the page counter for faxes and lists.	
			Copy	Displays the page counter for copies.	
			Print	Displays the page counter for printed pages.	
<b>4.Parts Life</b>	<b>1.Toner</b>	You can check the percentage of Toner life that remains.	—		
	<b>2.Drum</b>	You can check the percentage of Drum life that remains.	—		
<b>5.Reset Drum</b>	—	You can reset the drum counter when you replace the drum unit with a new one.	1.Reset		72
			2.Exit		
The factory settings are shown in Bold with an asterisk.					

# Menu and features for DocuPrint M115 w

## On-screen programming

---

Your machine has been designed to be easy to use. The LCD provides on-screen programming using the menu keys.

### How to access the menu mode

- 1 Press **Menu**.
- 2 Scroll through each menu level by pressing **▲** or **▼** for the direction you want.
- 3 Press **OK** when the option you want appears on the LCD.  
The LCD will then show the next menu level.
- 4 Press **▲** or **▼** to scroll to your next menu selection.
- 5 Press **OK**.  
When you have finished setting an option, the LCD will show *Accepted*.
- 6 Press **Stop/Exit** to exit Menu mode.

## Menu table

Using the menu table, you can change the settings in your machine by pressing ▲ and ▼ and **OK**.

Press **Menu**, and then according to what is shown on the LCD, press ▲ and ▼ to highlight different menu options. Press **OK** to select an option.

In the below example, the paper type setting is changed from Plain to Recycled Paper.


### 1.General Setup

Level 2	Level 3	Descriptions 1	Options
1.Paper	1.Paper Type		Plain* Recycled Paper

- 1 Press **Menu**.
- 2 Press ▲ or ▼ to choose 1.General Setup.  
Press **OK**.
- 3 Press ▲ or ▼ to choose 1.Paper.  
Press **OK**.
- 4 Press ▲ or ▼ to choose 1.Paper Type.  
Press **OK**.
- 5 Press ▲ or ▼ to choose Recycled Paper.  
Press **OK**.
- 6 Press **Stop/Exit**.

# 1.General Setup

## 1.General Setup

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Paper	1.Paper Type		Plain* Recycled Paper		43
	2.Paper Size	Sets the size of the paper in the paper tray.	A4* Letter Legal Folio A5 A5L B5 Executive		43
2.Ecology	1.Toner Save	You can save toner using this feature.	On  Off*	Increases the page yield of the toner cartridge. When you set Toner Save to On, print appears lighter.	
	2.Auto Power Off	If the machine remains in Deep Sleep mode for the time set in the Auto Power Off settings, it will automatically go into Power Off mode.  To disable the Power Off mode, press and hold  .	Off* 1 hour 2 hours 4 hours 8 hours		41
3.LCD Contrast	—	Adjusts the contrast of the LCD.	-□□□■+ -□□□■+ -□□■□+* -□■□□+ -■□□□+	Press ▲ to make the LCD darker, or press ▼ to make the LCD lighter.	
The factory settings are shown in Bold with an asterisk.					

## 1.General Setup (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
<b>4. Replace Toner</b>	—	Sets the machine to continue or stop printing after the LCD shows Replace Toner.	Continue	The machine will continue printing. Replace the toner cartridge with a new one after the LCD shows Toner Ended.	41
			<b>Stop*</b>	The machine will stop printing. Replace the toner cartridge with a new one.	
<b>5. Reset</b>	<b>1. Machine Reset</b>	Restores all the function settings to factory default.	▲ Reset		
			▼ Exit	Cancel restore and exit the menu.	
	<b>2. Network</b>	Restores all network settings to the factory default.	▲ Reset		
			▼ Exit	Cancel restore and exit the menu.	
	<b>3. All Settings</b>	Restores all the machine settings to factory default.  Restores all the function settings to factory default.	▲ Reset		
			▼ Exit	Cancel restore and exit the menu.	
The factory settings are shown in Bold with an asterisk.					

## 2.Copy

### 2.Copy

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Quality	—	You can choose the Copy resolution for your type of document.	<b>Auto*</b>	Auto is the recommended mode for ordinary printouts. Suitable for documents that contain both text and photographs.	
			Text	Suitable for documents containing mainly text.	
			Photo	Better copy quality for photographs.	
			Receipt	Suitable for copying receipts.	
2.Brightness	—	Adjusts the copy brightness for copies.	-□□□■+ -□□■□+ -□■□□+* -■□□□+	Press ▲ to increase the brightness or press ▼ to decrease the brightness.	
3.Contrast	—	Adjust the contrast to help an image look sharper and more vivid.	-□□□■+ -□□■□+ -□■□□+* -■□□□+	Press ▲ to increase the contrast or press ▼ to decrease the contrast.	
4.ID Copy	1.Quality	You can change the default settings for ID Copy.	<b>Auto*</b>	Auto is the standard mode for ordinary printouts. If you want to make it clearer, choose Lighter.	
	2.Brightness		-□□□■+ -□□■□+* -□■□□+ -■□□□+		Press ▲ to increase the brightness or press ▼ to decrease the brightness.
The factory settings are shown in Bold with an asterisk.					

## 2.Copy (continued)

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
4.ID Copy (Continued)	3.Contrast		-□□□■+ -□□□■+ -□□■□+* -■□□□+ -■□□□+	Press ▲ to increase the contrast or press ▼ to decrease the contrast.	
	4.2in1/1in1		2in1*	Allows you to use the <b>ID Copy/Copy Options</b> key as a doublesided copy.	63
			1in1	Allows you to use the <b>ID Copy/Copy Options</b> key as a one-sided copy.	64
The factory settings are shown in Bold with an asterisk.					

## 3.Printer

### 3.Printer

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1.Print Options	1.Test Print	Prints a test page.	—		
2.Auto Continue	—	If this setting is enabled, the machine will automatically clear a paper size error, and will use the paper loaded in the paper tray.	On*	Size mismatch is displayed on the LCD and printing does not occur.	
			Off		
3.Reset Printer	—	Restores the printer settings to the original factory default settings.	▲ Reset		
			▼ Exit		
The factory settings are shown in Bold with an asterisk.					



## 4.Network

### 4.Network

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1.WLAN	1.TCP/IP	—	<b>1.Boot Method</b>	Auto* Static RARP BOOTP DHCP Chooses the BOOT method that best suits your needs.	
			<b>2.IP Address</b>	Enter the IP address.	
			<b>3.Subnet Mask</b>	Enter the Subnet mask.	
			<b>4.Gateway</b>	Enter the Gateway address.	
			<b>5.Node Name</b>	Enter the Node name. (Up to 32 characters)	
			<b>6.WINS Config</b>	Auto* Static Chooses the WINS configuration mode.	
			<b>7.WINS Server</b>	Specifies the IP address of the primary or secondary WINS server.  Primary [000-255].[000-255]. [000-255].[000-255]  Static [000-255].[000-255]. [000-255].[000-255]	
The factory settings are shown in Bold with an asterisk.					

## 4.Network (continued)

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1. WLAN (Continued)	1. TCP/IP (Continued)	—	8. DNS Server	Specifies the IP address of the primary or secondary DNS server.  Primary [000-255].[000-255]. [000-255].[000-255]  Secondary [000-255].[000-255]. [000-255].[000-255]	
			9. APIPA	<b>On*</b>  Off  Automatically allocates the IP address from the linklocal address range.	
			0. IPv6	On  <b>Off*</b>  Enable or Disable the IPv6 protocol.	
	2. WLAN Assistant	(Windows® only)  You can configure your wireless network settings using the Fuji Xerox CD-ROM.	—		
	3. Setup Wizard	The Setup Wizard guides you through the wireless network configuration. .	—		
	4. WPS/AOSS	You can easily configure your wireless network settings using the one-button push method.	—		
5. WPS w/PIN Code	You can easily configure your wireless network settings using WPS with a PIN code.	—			
The factory settings are shown in Bold with an asterisk.					

## 4.Network (continued)

Level 2	Level 3	Descriptions 1	Level 4	Descriptions 2	Page
1.WLAN (Continued)	6.WLAN Status	—	1.Status	You can see the current wireless network status.	
			2.Signal	You can see the current wireless network signal strength.	
			3.SSID	You can see the current SSID.	
			4.Comm. Mode	You can see the current Communication Mode.	
	7.MAC Address	Shows the MAC address of the machine.			
	8.Set to Default	Restore the wireless network settings to factory default.	▲ Reset ▼ Exit		
	9.WLAN Enable	Enable or disable the wireless LAN manually.	—		
2.Network Reset	—	Restore all network settings to the factory defaults.	▲ Reset ▼ Exit		
The factory settings are shown in Bold with an asterisk.					

## 5. Machine Info

### 5. Machine Info.

Level 2	Level 3	Descriptions 1	Options	Descriptions 2	Page
1. Serial No.	—	You can check the serial number of your machine.	—		
2. Version	1. Main Version	You can check the firmware version of your machine.	—		
3. Page Counter	—	You can check the number of pages the machine has printed during its life.	Total	Displays the total page count.	
			List	Displays the page counter for lists.	
			Copy	Displays the page counter for copies.	
			Print	Displays the page counter for printed pages.	
4. Parts Life	1. Toner	You can check the percentage of life that remains.	—		
	2. Drum	You can check the percentage of Drum life that remains.	Remaining:xxx%		
5. Print Settings	—	Print a list of your Network settings.			
6. User Settings	—	Lists your settings.	—		
7. Network Config	—	Print a list of your Network settings.	—		
8. WLAN Report	—	Prints the result of wireless LAN connectivity diagnosis.			
9. Reset Drum	—	You can reset the drum counter when you replace the drum unit with a new one.	▲ Reset		72
			▼ Exit		
The factory settings are shown in Bold with an asterisk.					

# Entering text

## DocuPrint M115 fw/M115 z

When setting certain menu selections, such as the Station ID and the name of a Speed Dial, you will need to type text characters. The dial pad keys have letters printed on them. The keys: **0**, **#** and **\*** do *not* have printed letters because they are used for special characters.

Press the appropriate dial pad key the number of times shown in this reference table to access the character you want.

Press number Key on dial pad	once	twice	three times	four times	five times	six times	seven times	eight times	nine times
1	@	.	/	1	@	.	/	1	@
2	a	b	c	A	B	C	2	a	b
3	d	e	f	D	E	F	3	d	e
4	g	h	i	G	H	I	4	g	h
5	j	k	l	J	K	L	5	j	k
6	m	n	o	M	N	O	6	m	n
7	p	q	r	s	P	Q	R	S	7
8	t	u	v	T	U	V	8	t	u
9	w	x	y	z	W	X	Y	Z	9

For options that do not allow lower case characters, use the following table.

Press number Key on dial pad	once	twice	three times	four times	five times
2	A	B	C	2	A
3	D	E	F	3	D
4	G	H	I	4	G
5	J	K	L	5	J
6	M	N	O	6	M
7	P	Q	R	S	7
8	T	U	V	8	T
9	W	X	Y	Z	9

## Inserting spaces

To enter a space in a fax number, press ► once between numbers. To enter a space in a name, press ► twice between characters.

## Making corrections

If you entered a character incorrectly and want to change it, press ◀ or ▶ to move the cursor to the incorrect character, and then press **Clear**.

## Repeating letters

To enter a letter on the same key as the previous letter, press ► to move the cursor right before pressing the key again.

## Special characters and symbols

Press \*, # or 0, then press ◀ or ▶ to move the cursor to the symbol or character you want. Press **OK** to choose it. The symbols and characters below will appear depending on your menu selection.

Press *	for	(space) ! " # \$ % & ' ( ) * + , - . / €
Press #	for	: ; < = > ? @ [ ] ^ _
Press 0	for	Ä Ë Ö Ü À Ç È É 0

## DocuPrint M115 w

---

When setting certain options, such as the Network Key, you must enter characters on the machine.

- Hold down or repeatedly press ▲ or ▼ to select a character from this list:

0123456789abcdefghijklmnopqrstuvwxyzABCDEFGHIJKLMNOPQRSTUVWXYZ(space)!"#  
%&'()\*+,-./:;<=>?@[ ]^\_

- Press **OK** when the character or symbol you want is displayed, and then enter the next character.
- Press **Clear** to delete characters entered incorrectly.

## Ecology features

### Deep Sleep mode

If the machine does not receive any jobs for a certain length of time, the machine will go into Deep Sleep mode automatically and the LCD will show `Deep Sleep`. The machine will wake up when it receives a print job or fax (DocuPrint M115 fw/M115 z only).

### Auto Power Off (For DocuPrint M115 w)

If the machine remains in Deep Sleep mode for the time set in the Auto Power Off settings, it will automatically go into Power Off mode. Power Off mode is the lowest power consumption mode, which achieves a power consumption of approximately 0.5 W. To disable the Power Off mode, press and hold



- 1 Press **Menu** and then press **▲** or **▼** to choose `1.General Setup`. Press **OK**.
- 2 Press **▲** or **▼** to choose `2.Ecology`. Press **OK**.
- 3 Press **▲** or **▼** to choose `2.Auto Power Off`. Press **OK**.
- 4 Press **▲** or **▼** to choose how many hours before the machine goes into Power Off mode. Choose `1 hour`, `2 hours`, `4 hours`, `8 hours` or `Off`. Press **OK**.
- 5 Press **Stop/Exit**.

## Toner Settings

### Toner Setting (Continue mode)

You can set the machine to continue printing after the LCD shows `Replace Toner`. The machine will continue printing until the LCD shows `Toner Ended`.

- 1 (For DocuPrint M115 fw/M115 z)  
Press **Menu**, **1**, **8** and go to step 3.
- (For DocuPrint M115 w)  
Press **Menu** and then press **▲** or **▼** to choose `1.General Setup`. Press **OK**.
- 2 Press **▲** or **▼** to choose `4.Replace Toner`. Press **OK**.
- 3 Press **▲** or **▼** to choose `Continue` or `Stop`. Press **OK**.
- 4 Press **Stop/Exit**.

### NOTE

- If you continue printing in the Continue mode, the print may appear lighter.
- After replacing the toner cartridge with a new one, the Continue mode will go back to the default setting (`Stop`).

## Receiving faxes in Continue Mode (For DocuPrint M115 fw/M115 z)

---

The machine can store received faxes in the memory if you choose Continue mode when the LCD shows `Replace Toner`. When received faxes are printed in Continue mode the LCD will ask if the print quality of the fax is OK. If the quality is not good, choose `2.No`. The machine will keep the faxes stored in the memory so you can reprint them after you replace the toner cartridge with a new one. If the print quality is good, choose `1.Yes`. The LCD will ask if you want to delete the printed faxes from the memory. If you choose not to delete them, you will be asked again after you replace the toner cartridge with a new one.

### NOTE

---

If you turn off the machine, faxes stored in the memory will be lost.

---



## Paper settings

5 Press **Stop/Exit**.

### Paper Type

---

- 1 (For DocuPrint M115 fw/M115 z)  
Press **Menu**, **1**, **3**, **1** and go to step 4.  
  
(For DocuPrint M115 w)  
Press **Menu** and then press **▲** or **▼** to choose 1.General Setup.  
Press **OK**.
- 2 Press **▲** or **▼** to choose 1.Paper.  
Press **OK**.
- 3 Press **▲** or **▼** to choose 1.Paper Type.  
Press **OK**.
- 4 Press **▲** or **▼** to choose Plain or Recycled Paper.  
Press **OK**.
- 5 Press **Stop/Exit**.

### Paper Size

---

- 1 (For DocuPrint M115 fw/M115 z)  
Press **Menu**, **1**, **3**, **2** and go to step 4.  
  
(For DocuPrint M115 w)  
Press **Menu** and then press **▲** or **▼** to choose 1.General Setup.  
Press **OK**.
- 2 Press **▲** or **▼** to choose 1.Paper.  
Press **OK**.
- 3 Press **▲** or **▼** to choose 2.Paper Size.  
Press **OK**.
- 4 Press **▲** or **▼** to choose A4, Letter, Legal, Folio, A5, A5 L, B5 OR Executive.  
Press **OK**.

## Acceptable paper

Print quality may vary according to the type of paper you are using.

## Paper capacity of the paper tray

<b>Paper size</b>	A4, Letter, Legal, Folio, A5, A5(Long Edge), B5, Executive
<b>Paper types</b>	Plain paper, Recycled paper
<b>No. of sheets</b>	up to 150 (80 g/m <sup>2</sup> )
<b>Paper weight</b>	64 - 105 g/m <sup>2</sup>

Some important guidelines when selecting paper are:

- DO NOT use inkjet paper because it may cause a paper jam or damage your machine.
- Preprinted paper must use ink that can withstand the temperature of the machine's fusing process 200 °C.

## Types of paper to avoid

### ! WARNING

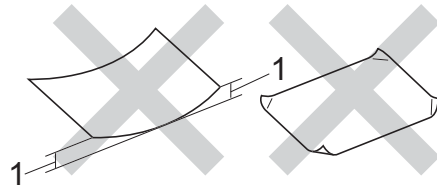
Do not use conductive paper such as origami paper, carbonic paper or conductively-coated paper. When paper jam occurs, it may cause short-circuit and eventually a fire accident.

### IMPORTANT

Some types of paper may not perform well or may cause damage to your machine.

DO NOT use paper:

- that is highly textured
- that is extremely smooth or shiny
- that is curled or warped



#### 1 A curl of 2 mm or greater may cause jams to occur.

- that is coated or has a chemical finish
- that is damaged, creased or folded
- that exceeds the recommended weight specification in this guide
- with tabs and staples
- with letterheads using low temperature dyes or thermography
- that is multipart or carbonless
- that is designed for inkjet printing

If you use any of the types of paper listed above, they may damage your machine. This damage may not be covered under any Fuji Xerox warranty or service agreement.

# 3

## Loading documents

### How to load documents

You can send a fax (DocuPrint M115 fw/M115 z), make copies, and scan from the ADF (Automatic Document Feeder) and the scanner glass.

### Using the automatic document feeder (ADF) (For ADF models)

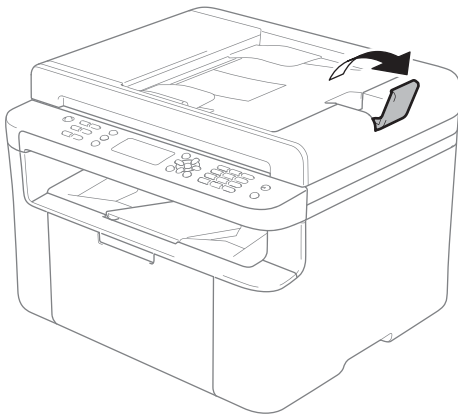
The ADF can hold up to 10 pages and feeds each sheet individually. We recommend you use standard 80 g/m<sup>2</sup> paper and always fan the pages before putting them in the ADF.

#### Document Sizes Supported

Size:	A4, Letter, Legal, Folio
-------	--------------------------

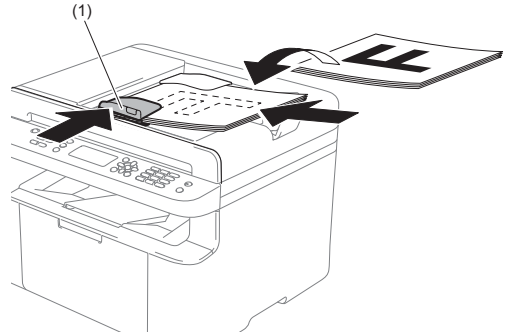
#### How to load documents

- 1 Lift up and unfold the ADF document output support flap.



- 2 Load your document *face down, top edge first* in the ADF until the LCD message changes.

- 3 Adjust the paper guides (1) to fit the width of your document.



### Using the scanner glass

You can use the scanner glass to fax (DocuPrint M115 fw/M115 z), copy or scan pages of a book, one page at a time.

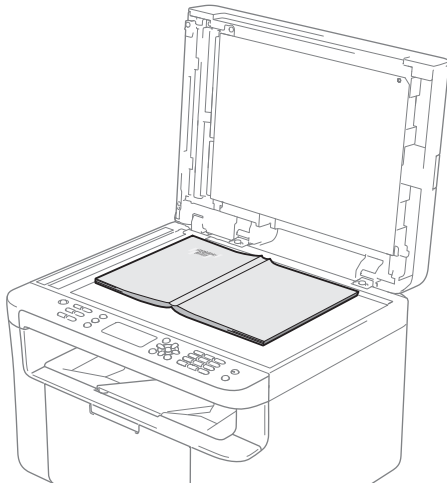
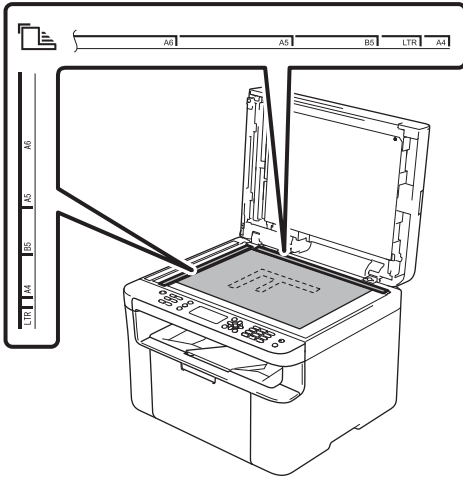
#### Document Sizes Supported

Length:	Up to 300.0 mm
Width:	Up to 215.9 mm
Weight:	Up to 2.0 kg

#### How to load documents

- 1 Lift the document cover.

- Using the document guidelines on the left and top, place the document *face down* in the upper left corner of the scanner glass.



- Close the document cover.

**NOTE**

If the document is a book or is thick do not slam the cover or press on it.

# 4

## Sending a fax (DocuPrint M115 fw/M115 z)

### How to send a fax

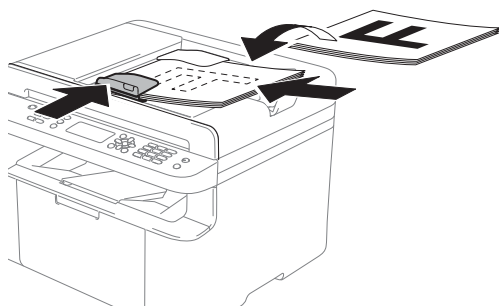
The following steps show you how to send a fax.

- 1 Press **Fax**.

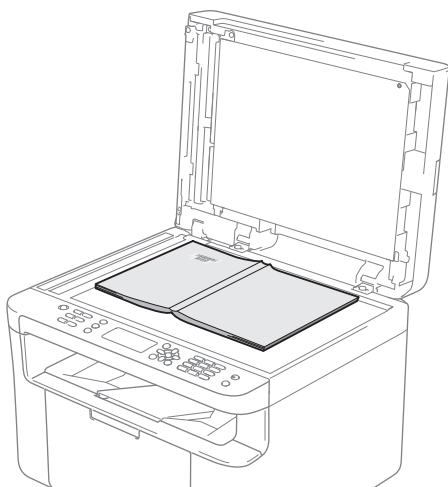


- 2 Load your document.

- If you are sending from the ADF:



- If you are sending from the scanner glass:



After placing the document on the scanner glass, close the document cover.

#### NOTE

- To use the scanner glass, the ADF must be empty.
- If you want to change the fax resolution, press **▼** or **Resolution** and then press **▲** or **▼** or **Resolution** to choose the fax resolution.

- 3 Enter the fax number.

- 4 Press **Start** to send a fax.



### Canceling a fax in progress

Press **Stop/Exit** to cancel the fax. If you press **Stop/Exit** while the machine is dialing or sending, the LCD will ask you to confirm.

```
Dialing #XXX  
1.Clear 2.Exit
```

```
Sending #XXX P01  
1.Clear 2.Exit
```

Press **1** to cancel the fax.

## Broadcasting

Broadcasting lets you send the same fax message to more than one fax number. You can include Speed Dial numbers and up to 20 manually dialled numbers in the same broadcast.

### Before you begin the broadcast

Speed Dial numbers must be stored in the machine's memory before they can be used in a broadcast. (See *Storing Speed Dial numbers* on page 52.)

### How to broadcast a fax

- 1 Load your document.
- 2 Enter a number.  
Press **OK**.  
You can use a Speed Dial number, or a number manually entered using the dial pad. (See *How to dial* on page 53.)
- 3 Repeat step 2 until you have entered all the fax numbers you want to broadcast to.
- 4 Press **Start**.

After the broadcast is finished the machine will print a broadcast report to let you know the results.

### Cancelling a Broadcast in progress

While broadcasting you can cancel the fax currently being sent or the whole broadcast job.

- 1 Press **Menu, 2, 7**.  
The LCD will display the Broadcast job number followed by the fax number or name being dialled (for example, #0010123456789). Press **▲** or **▼** to show the broadcast job number (for example, Broadcast#001).

- 2 Press **▲** or **▼** to choose one of the following:
  - Choose the fax number or name being dialled, and press **OK**.
  - Choose the broadcast job number, and press **OK**.
- 3 Press **1** to cancel the fax number or Broadcast job number you chose in step 2, or press **2** to exit without cancelling.  
If you chose to only cancel the fax currently being sent in step 2, the LCD will ask you if you want to cancel the broadcast job. Press **1** to clear the whole broadcast job or **2** to exit.
- 4 Press **Stop/Exit**.

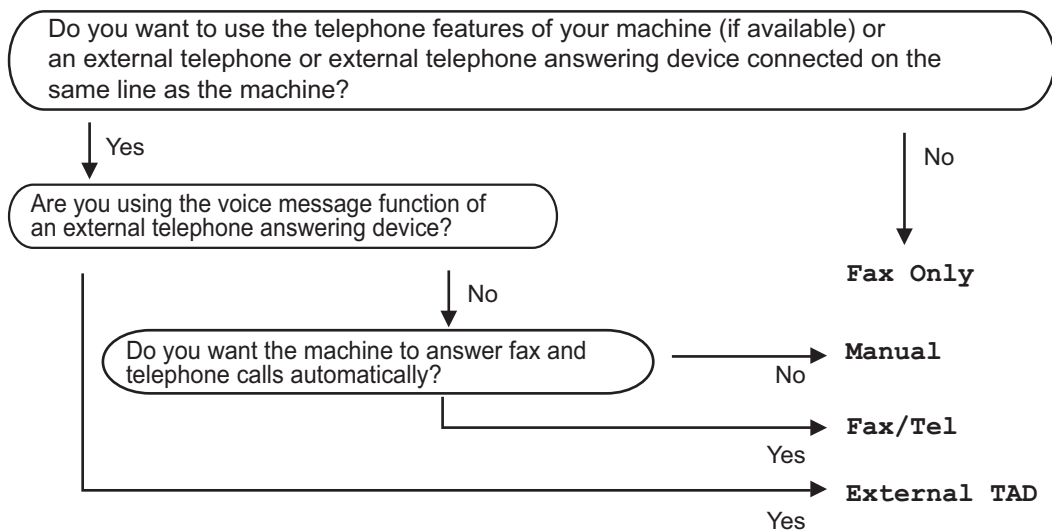
# Receiving a fax (DocuPrint M115 fw/M115 z)

## Receive modes

You must choose a receive mode depending on the external devices and telephone services you have on your line.

### Choosing the receive mode

By default, your machine will automatically receive any faxes that are sent to it. The diagrams below will help you choose the correct mode. (For detailed information about the receive modes, see *Menu table* on page 10.)



To set the receive mode follow the instructions below:

- 1 Press **Menu, 2, 1, 1**.
- 2 Press **▲** or **▼** to choose the receive mode.  
Press **OK**.
- 3 Press **Stop/Exit**.

The LCD will display the current receive mode.

### NOTE

If you cannot change the Receive Mode option, make sure the Distinctive Ring or Faxability feature is set to Off. (the Distinctive Ring and Faxability features are available in some countries.)

## Receive Mode settings

### Ring Delay

---

The Ring Delay setting sets the number of times the machine rings before it answers in *Fax Only* and *Fax/Tel* modes.

If you have external or extension telephones on the same line as the machine, choose the maximum number of rings. (See *Fax Detect* on page 50.)

- 1 Make sure you are in FAX mode.
- 2 Press **Menu, 2, 1, 2**.
- 3 Press ▲ or ▼ to choose how many times the line rings before the machine answers (02-10 for Australia, 01-10 for New Zealand, 00-10 for some countries).  
Press **OK**.
- 4 Press **Stop/Exit**.

### F/T Ring Time (Fax/Tel mode only)

---

When somebody calls your machine, you and your caller will hear the normal telephone ring sound. The number of rings is set by the Ring Delay setting.

If the call is a fax, then your machine will receive it; however, if it is a voice call the machine will sound the F/T ring (a fast double-ring) for the time you have set in the F/T Ring Time setting. If you hear the F/T ring it means that you have a voice caller on the line.

Because the F/T ring is made by the machine, extension and external (DocuPrint M115 fw) telephones will *not* ring.

- 1 Make sure you are in FAX mode.
- 2 Press **Menu, 2, 1, 3**.

- 3 Press ▲ or ▼ to choose how long the machine will ring to alert you that you have a voice call.  
Press **OK**.

- 4 Press **Stop/Exit**.

### Fax Detect

---

#### If Fax Detect is On:

The machine can receive a fax automatically, even if you answer the call. When you see *Receiving* on the LCD or hear a click on the phone line through the handset you are using, just replace the handset. Your machine will do the rest.

#### (DocuPrint M115 z) If Fax Detect is Semi:

The machine will only receive a fax call automatically if you answered it using the machine's handset.

#### If Fax Detect is Off:

If you are at the machine and answer a fax call first by lifting the external handset (DocuPrint M115 fw) or the machine (DocuPrint M115 z), press **Start** and then press **2** to receive a fax.



## NOTE

---

- If you send faxes from a computer on the same telephone line and the machine intercepts them, set Fax Detect to `Off`.
  - We do not recommend having a PC and a fax machine on the same line.
- 

- 1 Make sure you are in FAX mode.
- 2 Press **Menu**, **2**, **1**, **4**.
- 3 Press **▲** or **▼** to choose `On`, `Semi` (DocuPrint M115 z) or `Off`.  
Press **OK**.
- 4 Press **Stop/Exit**.

# Dialling and storing numbers (DocuPrint M115 fw/M115 z)

## Storing numbers

You can set up your machine for easy dialling by storing Speed Dials. When you dial a speed dial number, the LCD shows the name, if you stored it, or the number.

### Storing Speed Dial numbers

You can store your frequently used numbers as Speed Dial numbers, so that when you dial you will only have to press a few keys (▲ (Address Book) twice, the two digit number and **Start**). The machine can store 99 Speed Dial numbers (01- 99).

- 1 Press ▲ (Address Book) twice and enter a two digit Speed Dial location number (01-99).  
If a number is not stored there, the LCD shows *Register Now?*  
Press **1** to choose *Yes*.
- 2 Enter the telephone or fax number (up to 20 characters).  
Press **OK**.
- 3 Do one of the following:
  - Enter the name using the dial pad (up to 15 characters). For help entering characters, see *Entering text* on page 39.  
Press **OK**.
  - Press **OK** to store the number without a name.
- 4 To store another Speed Dial number, go to step 1.

## Changing or Deleting Speed Dial numbers

You can change or delete a Speed Dial number that has already been stored.

- 1 Press **Menu**, **2**, **4**, **1**.  
Enter the Speed Dial number you want to change or delete, then press **OK**.
- 2 Do one of the following:
  - Press **1** to choose *Change* to edit the number or name.  
Go to step 3.
  - Press **2** to choose *Clear* to delete all information in a Speed Dial number.  
When *Erase This Data?* appears, press **1** to choose *Yes* to confirm.  
Go to step 4.
- 3 Edit the number or the name. When you are finished editing, press **OK**.
- 4 Press **Stop/Exit**.


## How to dial

You can dial in any of the following ways.

### Manual dialling

Use the dial pad to enter all the digits of the telephone or fax number.

### Speed dialling

Press  (**Address Book**) twice and enter the two digit Speed Dial number. (See *Storing Speed Dial numbers* on page 52.)




**Two digit number**

#### NOTE

If the LCD shows *Register Now?* when you enter a Speed Dial number, it means that a number is not stored there.

### Search

You can search alphabetically for names you have stored in the Speed Dial memories. (See *Storing Speed Dial numbers* on page 52.)

- 1 Make sure you are in FAX mode.
- 2 Press  (**Address Book**).

- 3 Press the dial pad key for the first few letters of the name. (Use the chart on *Entering text* on page 39 to help you enter letters.) Press **OK**.
- 4 Press **▲** or **▼** to scroll until you find the name you are looking for. Press **OK**.
- 5 Press **Start**.

#### NOTE

- If you do not enter a letter and press **OK** in step 3, all registered names will appear. Press **▲** or **▼** to scroll until you find the name you are looking for.
- If the LCD shows *No Contact Found* when you enter the first few letters of the name, it means that a name for the letters is not stored.

### Redial

Ensuring the line is not in use, press **Redial** to find the last 20 numbers you recently dialled. Press **Redial** or **▲** or **▼** to scroll until you find the number you want to call again. Press **OK** and then press **Start** to send a fax.

## Caller ID

---

The Caller ID feature lets you use the Caller ID subscriber service offered by many local telephone companies. This service shows the telephone number, or name if it is available, of your caller as the line rings.

### Viewing the Caller ID List

Your machine stores information for the last thirty calls in the Caller ID list. You can view or print this list. When the 31st call comes in to the machine, it replaces information about the first call.

- 1 (For Australia, New Zealand and Singapore)  
Press **Menu, 2, 0, 3**.  
(For other countries)  
Press **Menu, 2, 0, 2**.  
The screen displays the current setting.
- 2 Press **▲** or **▼** to choose Display #.  
Press **OK**.  
The Caller ID of the last call will appear on the display.  
If no ID is stored, the beeper will sound and `No Caller ID` will appear on the display. Go to step 4.
- 3 Press **▲** or **▼** to scroll through the Caller ID memory to choose the Caller ID you want to view, and then press **OK**.  
The LCD will show the caller's number and the date and time of the call.
- 4 To finish viewing, press **Stop/Exit**.

# Using PC-FAX (DocuPrint M115 fw/M115 z)

## PC-FAX Receive (For Windows<sup>®</sup> only)

If you turn on the PC-Fax Receive feature your machine will store received faxes in memory and send them to your PC automatically. You can then use your PC to view and store these faxes.

Even if you have turned off your PC (at night or on the weekend, for example), your machine will receive and store your faxes in its memory. The LCD will show the number of stored faxes received, for example:


PC Fax Msg:001

When you start your PC and the PC-Fax Receiving software runs, your machine transfers your faxes to your PC automatically.

To transfer the received faxes to your PC you must have the PC-FAX Receiving software running on your PC.


Do one of the following:

(Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)

Click  (**Start**) > **All Programs** > **Fuji**

**Xerox** > **Fuji Xerox Utilities**, and then click the drop-down list and select your model name (if not already selected). Click **PC-FAX Receive** in the left navigation bar, and then click **Receive**.

(Windows<sup>®</sup> 8)

Click  (**Fuji Xerox Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **PC-FAX Receive** in the left navigation bar and then click **Receive**.

Then, complete the following steps on your machine.

- 1 Press **Menu**, **2**, **6**, **1**.
- 2 Press **▲** or **▼** to choose **On** (or **Off**). Press **OK**.
- 3 The LCD shows a reminder to start the PC-FAX Receive program on your computer. If you have started the PC-FAX Receive program, press **OK**. If you have not started the PC-FAX Receive program, see *Software and Network User's Guide*.
- 4 Do one of the following:
  - If you want to change the current setting, press **1** and press **▲** or **▼** to choose your computer. Press **OK**.
  - If you do not want to change the current setting, press **2**.
- 5 Press **▲** or **▼** to choose **On** or **Off**. Press **OK**.
- 6 Press **Stop/Exit**.

### NOTE

- If you choose **Backup Print On**, the machine will also print the fax at your machine so you will have a copy. This is a safety feature in case there is a power failure before the fax is transferred to your PC.
- The faxes stored in the machine's memory will be deleted.

## NOTE

---

- Before you can set up PC-Fax Receive you must install the Multi-Function Suite software on your PC. Make sure your PC is connected and turned on. (For more information, see *Software and Network User's Guide*.)
  - If your machine has an error and is unable to print faxes from memory, you can use this setting to transfer your faxes to a PC. (See *Transferring your faxes or Fax Journal report (DocuPrint M115 fw/M115 z)* on page 87.)
  - PC-Fax Receive is not supported in Mac OS.
-

## PC-FAX sending

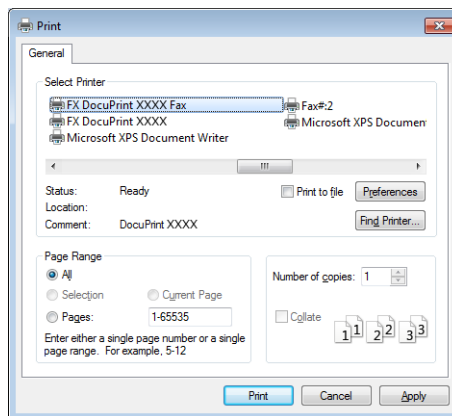
You can send a file created in any application on your PC as a standard fax.

### NOTE

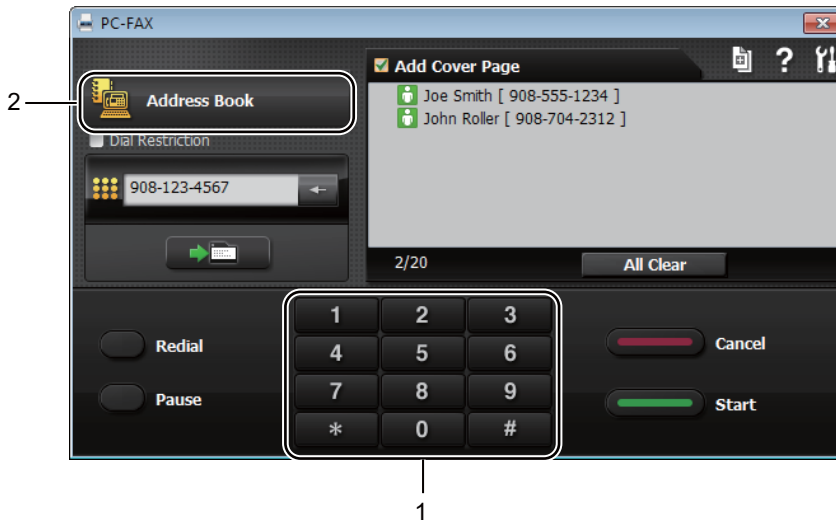
- The PC-FAX software can only send Black & White fax documents in A4 size.
- Please install Multi-Function Suite software, connect your machine and PC before using PC-FAX sending.

## Sending a file as a PC-FAX


- 1 Create a file in any application on your PC.
- 2 Click **File**, then **Print**.  
The **Print** dialog box appears:



- 3 Choose **FX DocuPrint XXXX Fax** as your printer, and then click **Print**. The PC-FAX sending dialog box appears:



- 1 Dial Pad  
2 Address Book

- 4 Enter a fax number using any of the following methods:
- Use the dial pad to enter the number and then click the  button.
  - Click the **Address Book** button, and then choose a member or group from the Address Book.

If you make a mistake, click **All Clear** to delete all the entries.

- 5 To include a cover page, click the **Add Cover Page** check box.

## NOTE

You can also click the cover page  icon to create or edit a cover page.


- 6 Click **Start** to send the fax.

## NOTE

- If you want to cancel the fax, click **Cancel** or press **Stop/Exit** on the machine's control panel.
- If you want to redial a number, click **Redial** to cycle through the last five fax numbers, and then click **Start**.




## Voice operations (DocuPrint M115 z)

Voice calls can be made with the handset by using the dial pad or by pressing  (**Address Book**) twice and entering a two digit Speed Dial number.

### Making a telephone call

---

- 1 Pick up the handset.
- 2 When you hear the dial tone, enter a number using the dial pad or press  (**Address Book**) twice and enter a two digit Speed Dial number.
- 3 Replace the handset to hang up.

### Hold

---

- 1 Press **Hook/Hold** to put a call on Hold. You can replace the handset without disconnecting the call.
- 2 Pick up the machine's handset to release the call from Hold.

## Connecting an external TAD (DocuPrint M115 fw)

You can connect an external Telephone Answering Device (TAD) to the same line as your machine. When the TAD answers a call, your machine will "listen" for the CNG (fax calling) tones sent by a sending fax machine. If it hears them it will take over the call and receive the fax. If it does not hear them, it will let your TAD take a voice message and the display will show *Telephone*.

The external TAD must answer within four rings (we recommend you set it to two rings). This is because your machine cannot hear the CNG tones until the external TAD has picked up the call. The sending machine will send CNG tones for only eight to ten seconds longer. We do not recommend using the toll saver feature on your external TAD if it needs more than four rings to activate it.

### NOTE

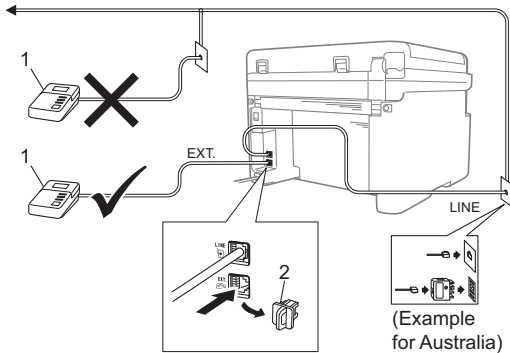
---

If you have problems receiving faxes, reduce the ring delay setting on your external TAD to one or two rings.

---

## Connections

The external TAD must be connected as shown in the illustration below.



### 1 TAD

#### 2 Protective Cap

Before you connect an external TAD (telephone answering device), remove the protective cap (2) from the **EXT.** jack on the machine.

- 1 Set your external TAD to one or two rings. (The machine's Ring Delay setting does not apply.)
- 2 Record the outgoing message on your external TAD.
- 3 Set the TAD to answer calls.
- 4 Set the Receive Mode on your machine to *External TAD*. (See *Receive modes* on page 49.)

## Recording an outgoing message (OGM)

- 1 Record 5 seconds of silence at the beginning of your message. (This allows your machine time to listen for the fax CNG tones of automatic transmissions before they stop.)
- 2 Limit your speaking to 20 seconds. For example: "After the beep, leave a message."

## Multi-line connections (PABX)

Most offices use a central telephone system. Fuji Xerox recommends that all our Fax/DocuPrint M115 fw/M115 z machines are connected to a discreet (dedicated) line. Although a particular Private Automatic Branch Exchange (PABX) may appear to work with a particular model of fax machine, we cannot guarantee that the unit will operate correctly.

While it is often relatively simple to connect a fax machine to a PABX, we suggest that you contact the company that installed your telephone system and ask them to connect the fax machine for you.

Fuji Xerox does not recommend the use of a PABX line. PABX limitations in general can cause some functions of the fax machine not to work correctly.

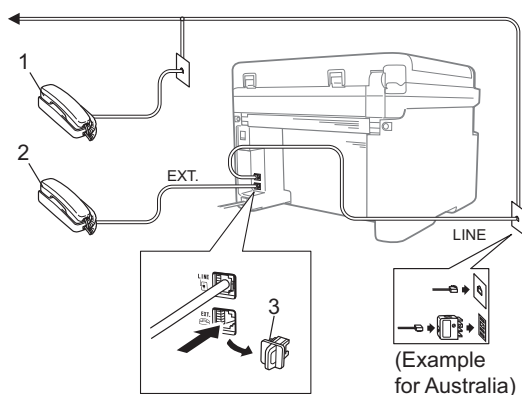
## External and extension telephones

### NOTE

Connection of an external telephone is available for DocuPrint M115 fw.

### Connecting an external or extension telephone

You can connect a separate telephone directly to your machine as shown in the diagram below.



- 1 Extension telephone
- 2 External telephone
- 3 Protective Cap

Before you connect an external telephone, remove the protective cap (3) from the **EXT.** jack on the machine.

When you are using an external telephone, the LCD shows Telephone.

### For Fax/Tel mode only

When the machine is in Fax/Tel mode, it will use the F/T Ring Time (fast double-ringing) to alert you to pick up a voice call.

(for DocuPrint M115 fw)

Lift the external telephone's handset, and then press **Hook** to answer.

(For DocuPrint M115 z)

Lift the machine's handset.

### Using a non-Fuji Xerox cordless external handset

If your non-Fuji Xerox cordless telephone is connected to the telephone line cord (see *Connecting an external or extension telephone* on page 61) and you typically carry the cordless handset elsewhere, it is easier to answer calls during the Ring Delay.

If you let the machine answer first, lift the cordless handset and then go to the machine so you can press **Hook** to transfer the call to the cordless handset.

### NOTE

Not all brands of cordless telephones are compatible for use with your machine.

# 9

## Making copies

### How to copy

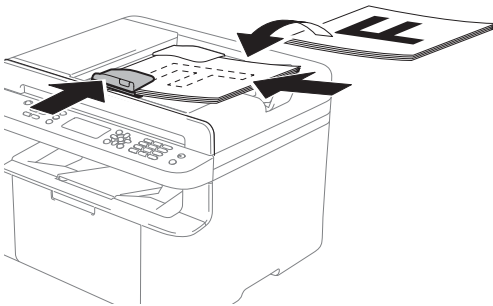
- 1 (For DocuPrint M115 fw/M115 z)  
Press **Copy**.



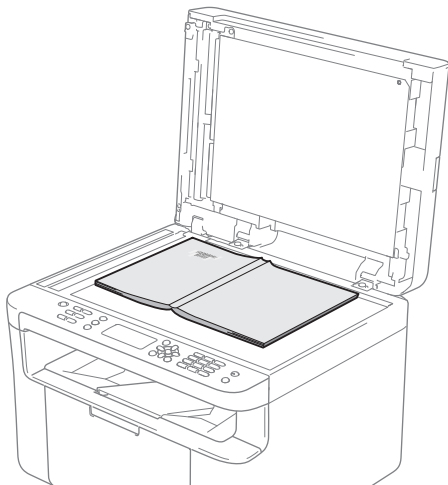
- 2 Load your document.

- (For ADF models)

If you are copying from the ADF:



- If you are copying from the scanner glass:



After placing the document on the scanner glass, close the document cover.

### NOTE

To use the scanner glass, the ADF must be empty.

- 3 (For DocuPrint M115 fw/M115 z)  
Use the dial pad to enter the number of copies you want (up to 99 copies).

(For DocuPrint M115 w)  
Press ▲ or ▼ to enter the number of copies you want.

- 4 Press **Start** to copy.

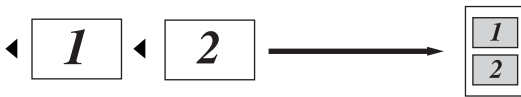


# ID COPY

You can make one-sided and double-sided copies of identification cards.

Double-sided ID copy can copy both sides of your identification card onto one page, keeping the original card size.

The result of the double-sided ID copy is shown below.



## NOTE

- You can copy an identification card to the extent permitted under applicable laws. (See Safety Guide)
- For the ID Copy Settings,
  - (For DocuPrint M115 fw/M115 z) See 3.Copy on page 22.
  - (For DocuPrint M115 w) See 2.Copy on page 33.

## Double-sided ID copy

- (For DocuPrint M115 fw/M115 z) Press **Menu**, **3**, **4** and go to step 3.

(For DocuPrint M115 w) Press **Menu** and then press **▲** or **▼** to choose 2.Copy. Press **OK**.
- Press **▲** or **▼** to choose 4.ID Copy. Press **OK**.
- Press **▲** or **▼** to choose 4.2in1/1in1. Press **OK**. Press **▲** or **▼** to choose 2in1 for double-sided copy as a default. Press **OK** and then press **Stop/Exit**.

- (For DocuPrint M115 fw/M115 z) Press **Copy**.

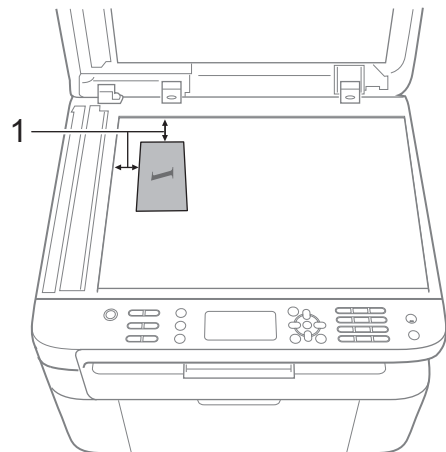


- (For DocuPrint M115 fw/M115 z) Enter the number of copies you want. (For DocuPrint M115 w) Press **▲** or **▼** to enter the number of copies you want.

- (For DocuPrint M115 fw/M115 z) Press **2 in 1 (ID) Copy**.

(For DocuPrint M115 w) Press **ID Copy/Copy Options**. Press **▲** or **▼** to choose *Double-sided ID*.

- Place your identification card *face down* as shown, towards the top left of the scanner glass. Make sure the identification card is at least 4 mm from the edges of the glass (1).

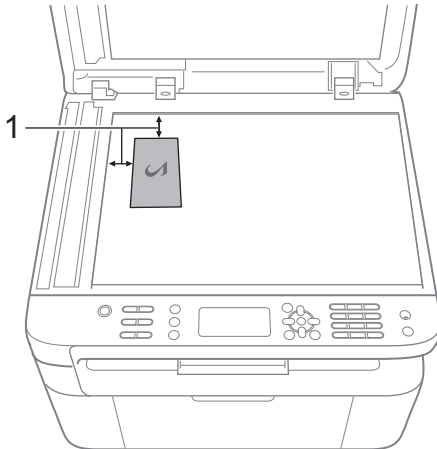


1 4 mm or greater (top, left)

- Press **Start** to scan.



- 9 Turn over your identification card and place it at the left side of the scanner glass.



1 4 mm or greater (top, left)

- 10 Press **Start** to scan.



- 5 (For DocuPrint M115 fw/M115 z)  
Enter the number of copies you want.

(For DocuPrint M115 w)  
Press ▲ or ▼ to enter the number of copies you want.

- 6 Place your identification card *face down* on the scanner glass.

- 7 (For DocuPrint M115 fw/M115 z)  
Press **2 in 1 (ID) Copy**.

(For DocuPrint M115 w)  
Press **ID Copy/Copy Options**.  
Press ▲ or ▼ to choose *Double-sided ID*.

## One-sided ID copy

- 1 (For DocuPrint M115 fw/M115 z)  
Press **Menu**, **3**, **4** and go to step 3.

(For DocuPrint M115 w)  
Press **Menu** and then press ▲ or ▼ to choose **2 . Copy**.  
Press **OK**.


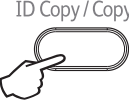




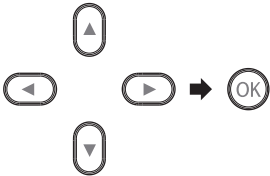


- 2 Press ▲ or ▼ to choose **4 . ID Copy**.  
Press **OK**.

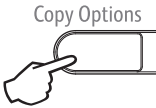

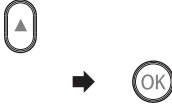

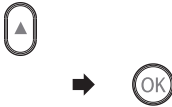

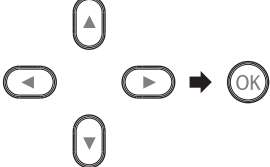

- 3 Press ▲ or ▼ to choose **4 . 2in1/1in1**.  
Press **OK**.  
Press ▲ or ▼ to choose **1in1** for one-sided copy as a default.  
Press **OK** and then press **Stop/Exit**.

- 4 (For DocuPrint M115 fw/M115 z)  
Press **Copy**.

# Other copies

Make sure you are in COPY mode. Use the **Copy Options** or **ID Copy/Options** key to quickly set the following copy settings only for the next copy.

Press	Menu selections	Options
<p>(DocuPrint M115 fw/M115 z)</p>  <p>Copy Options</p> <p>(DocuPrint M115 w)</p>  <p>ID Copy / Copy Options</p>	<p>Press ▲ or ▼, then press OK</p>   <hr/> <p>Press ▲ or ▼ to choose Copy Options. Press OK. Press ▲ or ▼, then press OK.</p>  	<p>(For DocuPrint M115 fw/M115 z)</p> <p>Press ▲, ▼, ◀ or ▶, then press OK</p>  <p>(For DocuPrint M115 w)</p> <p>Press ▲ or ▼, then press OK.</p>  
	<p>Quality</p> <p>Stack/Sort</p> <p>Brightness</p> <p>Contrast</p>	<p><b>Auto*</b></p> <p>Text</p> <p>Photo</p> <p>Receipt</p> <p><b>Stack*</b></p> <p>Sort</p> <p>-■□□□+</p> <p>-□■□□+</p> <p>-□□■□+*</p> <p>-□□□■+</p> <p>-□□□□+</p> <p>-■□□□+</p> <p>-□■□□+</p> <p>-□□■□+*</p> <p>-□□□■+</p> <p>-□□□□+</p>
<p>The factory settings are shown in Bold with an asterisk.</p>		

Press	Menu selections	Options
<p>(DocuPrint M115 fw/M115 z)</p>  <p>(DocuPrint M115 w)</p> 	<p>Press ▲ or ▼, then press OK</p>   <p>Press ▲ or ▼ to choose Copy Options. Press OK. Press ▲ or ▼, then press OK.</p>  	<p>(For DocuPrint M115 fw/M115 z) Press ▲, ▼, ◀ or ▶, then press OK</p>  <p>(For DocuPrint M115 w) Press ▲ or ▼, then press OK.</p> 
	<p>Enlarge/Reduce</p> <p>Page Layout</p>	<p><b>100%*</b></p> <p>97% LTR-A4</p> <p>94% A4-LTR</p> <p>91% Full Page</p> <p>85% LTR-EXE</p> <p>83% LGL-A4 <sup>1</sup></p> <p>78% LGL-LTR <sup>1</sup></p> <p>70% A4-A5</p> <p>50%</p> <p>Custom (25-400%)</p> <p>Auto <sup>2</sup></p> <p>200%</p> <p>141% A5-A4</p> <p>104% EXE-LTR</p> <p><b>Off (1 in 1)*</b></p> <p>2 in 1 (P)</p> <p>2 in 1 (L)</p> <p>4 in 1 (P)</p> <p>4 in 1 (L)</p>
<p>The factory settings are shown in Bold with an asterisk.</p>		

<sup>1</sup> "LGL-LTR" and "LGL-A4" are displayed on ADF models only.

<sup>2</sup> Auto sets the machine to calculate the reduction ratio that best fits the size of paper. Auto is only available when using the ADF.



## Scanning a document as a PDF file using ControlCenter4


(For further information: Software and Network User's Guide.)


### NOTE

The screens on your PC may vary depending on your model.

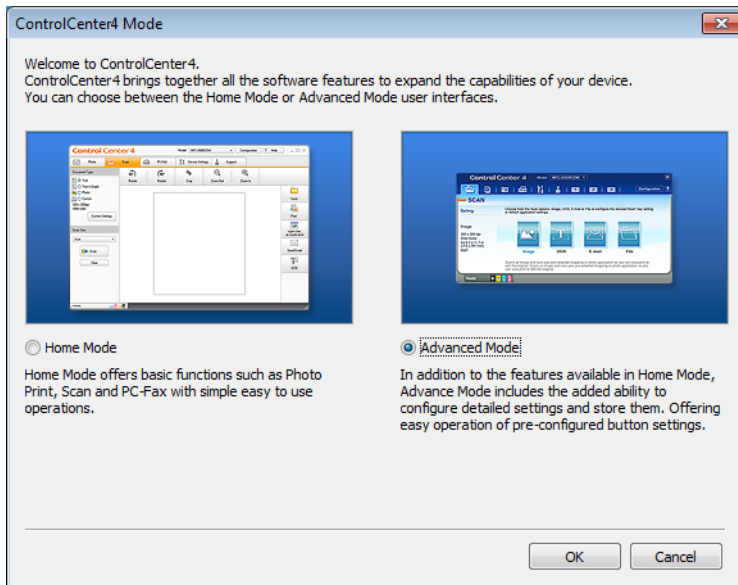
ControlCenter4 is a software utility that lets you quickly and easily access the applications you use most often.

- 1 Load your document.
- 2 Do one of the following:  
(Windows® XP, Windows Vista® and Windows® 7)

Click  (**Start**) > **All Programs** > **Fuji Xerox** > **Fuji Xerox Utilities**, and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.  
The ControlCenter4 application will open.  
(Windows® 8)

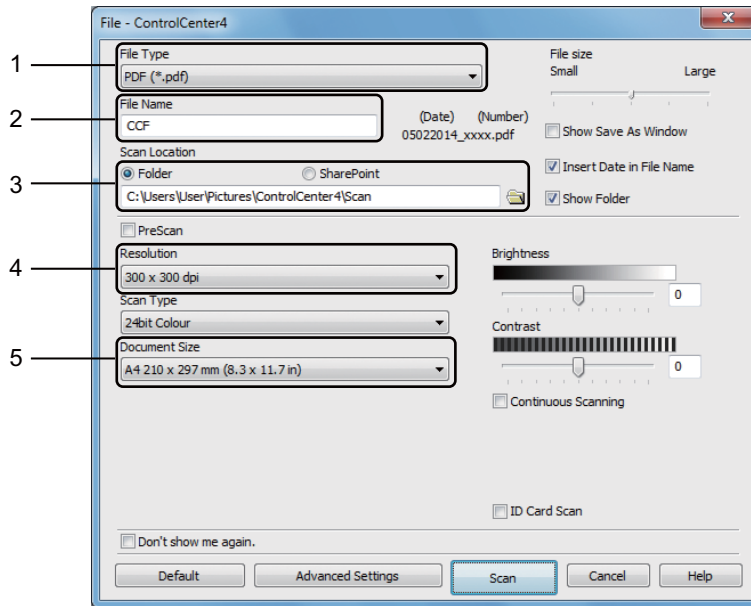
Click  (**Fuji Xerox Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.  
The ControlCenter4 application will open.


- 3 Choose **Advanced Mode** and then click **OK**.



- 4 Click **File** in the **Scan** tab.





- 1 Choose **PDF (\*.pdf)** from the File Type drop-down list.
- 2 You can enter the file name you want to use for the document.
- 3 When you select the **Folder** check box, you can save the file to the default folder, or choose your preferred folder by clicking the  (**Browse**) button.

When you select the **SharePoint** check box, you can save the file to a SharePoint library by entering the address.

- 4 You can choose a scanning resolution from the **Resolution** drop-down list.
- 5 You can choose the document size from the **Document Size** drop-down list.


**5** Click **Scan**.

The machine starts the scanning process. The folder where the scanned data is saved will open automatically.

## Scanning using the Scan key



### NOTE

If you want to use this function, install the Multi-Function Suite and connect the machine to your PC with a USB cable.

- 1 Load your document. (See *How to load documents* on page 45.)
- 2 Press  (**Scan**).
- 3 Press **▲** or **▼** to choose **Scan to PC**.  
Press **OK**.
- 4 Press **▲** or **▼** to choose a scan type (**File**, **E-mail** or **Image**).  
Press **OK**.
- 5 Do one of the following:
  - To change the scan settings, press **▲** or **▼** to select **Yes**, and then press **OK**. Following the LCD instructions to change the settings you want.
  - To use the default scan settings, press **▲** or **▼** to select **No**, and then press **OK**.
- 6 Press **Start**.  
The machine starts the scanning process.

## Scan key settings

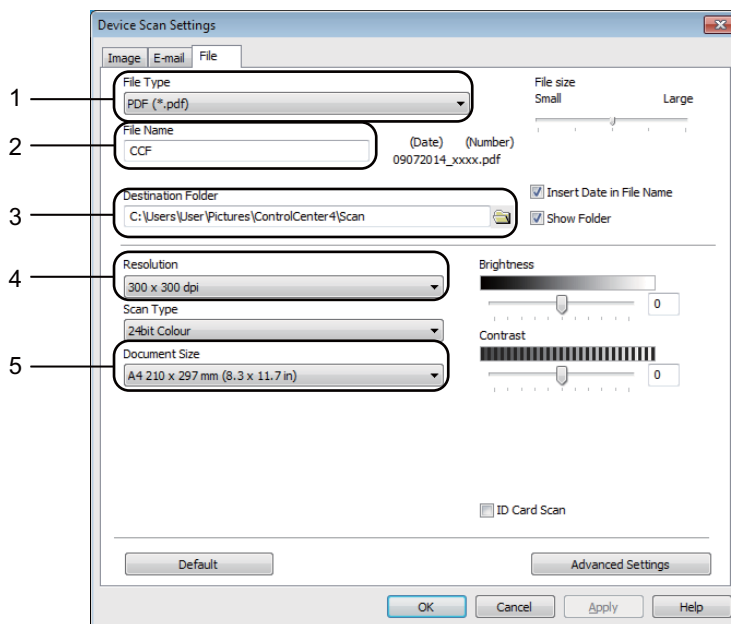
You can change your machine's **Scan** key settings using ControlCenter4.


- 1 Do one of the following:  
(Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)  
Click  (**Start**) > **All Programs** > **Fuji Xerox** > **Fuji Xerox Utilities**, and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.  
The ControlCenter4 application will open.  
(Windows<sup>®</sup> 8)  
Click  (**Fuji Xerox Utilities**), and then click the drop-down list and select your model name (if not already selected). Click **SCAN** in the left navigation bar, and then click **ControlCenter4**.  
The ControlCenter4 application will open.
- 2 Click the **Device Settings** tab.

- 3 Click **Device Scan Settings**.



- 4 Choose the **File** tab. You can change the default settings.



- 1 You can choose the file type from the drop-down list.
- 2 You can enter the file name you want to use for the document.
- 3 You can save the file to the default folder, or choose your preferred folder by clicking the  (**Browse**) button.
- 4 You can choose a scanning resolution from the **Resolution** drop-down list.
- 5 You can choose the document size from the **Document Size** drop-down list.

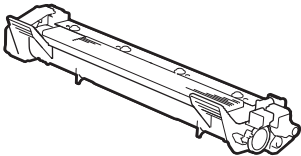
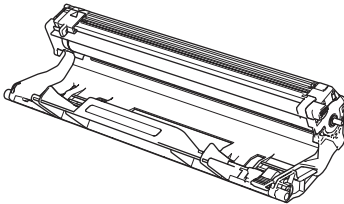
- 5 Click **OK**.

# A

## Troubleshooting and other information

### Consumable items

The drum unit and toner cartridge are two separate consumables. Make sure both are installed as an assembly. For more information on how to replace the consumable items, see the instructions included with the drum unit for replacing the drum unit or see the instructions printed on the box of the toner cartridge for replacing the toner cartridge.

Toner cartridge	Drum unit
Model Name: CT202137	Model Name: CT351005
	

#### **⚠ WARNING**

Never use a vacuum cleaner for spilled toner and residual toner in this product, toner cartridge or toner bottle.

It may catch fire by electric sparks inside a vacuum cleaner and cause explosion.

Use a broom or a wet cloth to wipe off the spills. If you spill a large volume of toner, contact your local Fuji Xerox representative.

Never throw a toner cartridge into an open flame. Remaining toner in the cartridge may catch fire and cause burn injuries or explosion.

If you have a used toner cartridge no longer needed, contact your local Fuji Xerox representative for its disposal.

#### **⚠ CAUTION**

Keep drum cartridges (or drum if not a cartridge type) and toner cartridges out of the reach of children. If a child accidentally swallows toner, spit it out, rinse mouth with water, drink water and consult a physician immediately.

When replacing drum cartridges (or drum if not a cartridge type) and toner cartridges, be careful not to spill the toner. In case of any toner spills, avoid contact with clothes, skin, eyes and mouth as well as inhalation.

---

If toner spills onto your skin or clothing, wash it off with soap and water.

If you get toner particles in the eyes, wash it out with plenty of water for at least 15 minutes until irritation is gone. Consult a physician if necessary.

If you inhale toner particles, move to a fresh air location and rinse your mouth with water.

If you swallow toner, spit it out, rinse your mouth with water, drink plenty of water and consult a physician immediately.

---

## IMPORTANT

- Fuji Xerox machines are designed to work with toner of a particular specification and will work to a level of optimum performance when used with Fuji Xerox Original toner cartridges. Fuji Xerox cannot guarantee this optimum performance if toner or toner cartridges of other specifications are used. The machine may not detect toner or toner cartridges of other specifications correctly but may instead detect such items as standard yield toner cartridges. Fuji Xerox does not therefore recommend the use of cartridges other than Fuji XeroxOriginal cartridges with this machine, or the refilling of empty cartridges with toner from other sources. If damage is caused to the drum unit or other parts of this machine as a result of the use of toner or toner cartridges other than Fuji Xerox Original products due to the incompatibility or lack of suitability of those products with this machine, any repairs required as a result may not be covered by the warranty.
  - For best performance, use a Fuji XeroxOriginal drum and toner cartridge. Printing with a third party drum unit or toner cartridge may reduce not only the print quality but also the quality and life of the machine itself. Warranty coverage may not apply to problems caused by the use of a third party drum or toner cartridge.
- 

## NOTE

- Discard used consumable items according to local regulations, keeping it separate from domestic waste. If you have questions, call your local waste disposal office. Be sure to reseal the consumable items tightly so that the material inside does not spill.
  - The projected life for each of the toner cartridges is based on ISO/IEC 19752. Frequency of replacement will vary depending on the complexity of printed pages, percentage of coverage and type of media used.
  - Availability of toner cartridges differs from one country to another. Contact your local Fuji Xerox office for further details.
-

# Identifying your problem

First, check the following:

- **The machine's power cord is connected correctly and the machine is turned on.**
- **All of the protective parts have been removed.**
- **Paper is inserted correctly in the paper tray.**
- **The interface cables are securely connected to the machine and the computer.**

If you did not solve your problem with the above checks, identify your problem and then go to the page suggested below:

*Telephone and Fax problems (DocuPrint M115 fw/M115 z) on page 77*

*Improving the print quality on page 79*

If the machine is connected to a PC, depending on the error, a Popup application may appear on the PC.

Follow the instructions on the screen to resolve the error.



## Error and maintenance messages

The most common error and maintenance messages are shown below.

Error Message	Cause	Action
Cartridge Error Put the Toner Cartridge back in.	The toner cartridge is not installed correctly.	Put the toner cartridge firmly into the drum unit, and then put it back in the machine.
	Verify you are using a toner cartridge.	Use only a Fuji Xerox Original drum unit and Fuji Xerox Original toner cartridge.
Comm. Error	Poor telephone line quality caused a communication error.	Try sending the fax again.
Disconnected	The other person or other person's fax machine stopped the call.	Try to send or receive again.
Document Jam (For ADF models)	The document was not inserted or fed correctly, or the document scanned from the ADF was too long.	Pull the jammed paper out of the ADF unit.
Out of Memory	The machine's memory is full.	<p><b>Fax sending or copy operation in process</b></p> <p>Do one of the following:</p> <ul style="list-style-type: none"> <li>■ Press <b>Start</b> to send or copy the scanned pages.</li> <li>■ Press <b>Stop/Exit</b> and wait until the other operations in progress finish, and then try again.</li> </ul> <p><b>Print operation in process</b></p> <ul style="list-style-type: none"> <li>■ Press <b>Stop/Exit</b>. The machine will cancel the print job and clear it from the memory.</li> <li>■ Lower the print quality.</li> </ul> <p>(For more information, see Software and Network User's Guide.)</p>

Error Message	Cause	Action
Self-Diagnostic	The temperature of the fusing unit does not rise to a specified temperature within the specified time.	Turn the machine off, wait a few seconds, and then turn it on again. Leave the machine idle for 15 minutes with the power on.
	The fusing unit is too hot.	
Size mismatch	The paper in the tray is not the correct size.	Load the correct size of paper in the tray and set the size of paper to the tray.
Toner Low	If the LCD shows <code>Toner Low</code> you can still print; however, the machine is telling you that the toner cartridge is near the end of its life.	Order a new toner cartridge now so a replacement toner cartridge will be available when the LCD shows <code>Replace Toner</code> or <code>Toner Ended</code> .

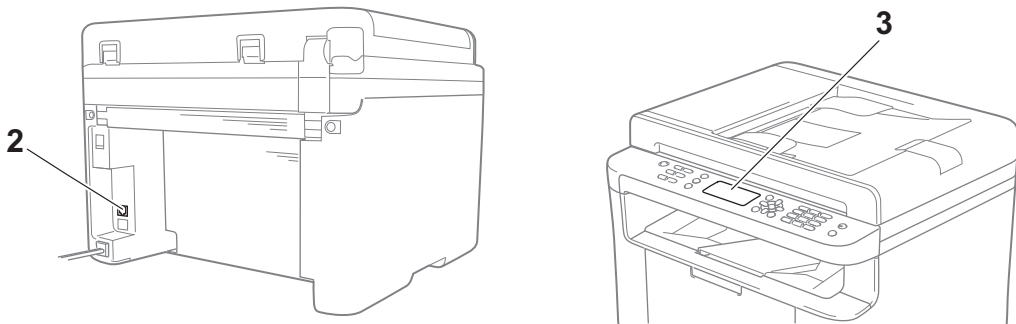
## NOTE

Turning off the machine will erase the fax data in the memory. To prevent you from losing any important messages, see *Transferring your faxes or Fax Journal report (DocuPrint M115 fw/M115 z)* on page 87.

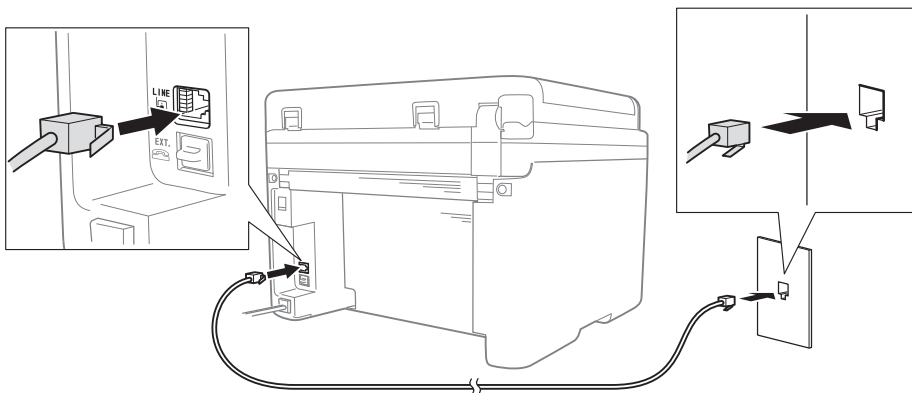
# If you are having difficulty with your machine

## Telephone and Fax problems (DocuPrint M115 fw/M115 z)

If you cannot send or receive a fax, check the following:



- 1 Check the machine's power cord is connected correctly and the machine is turned on.
- 2 Connect one end of the telephone line cord to the area labelled "LINE," and then connect the other end of the telephone line cord directly to a telephone wall Jack.



If you can send and receive faxes when the telephone line is directly connected to the fax, the problem may be unrelated to the machine. Please contact your service provider for connection issues.

- 3 Check the receive mode.  
For more information on setting the Receive mode, see *Receive modes* on page 49.
- 4 Change the compatibility setting to *Basic* (for VoIP).  
You may be able to send and receive faxes by lowering the connection speed.

**1** Press **Menu, 2, 0, 1**.

- 2 Press ▲ or ▼ to choose **Basic** (for VoIP).
- 3 Press **OK**.
- 4 Press **Stop/Exit**.

## NOTE

Fuji Xerox does not recommend the use of a VoIP line. VoIP limitations in general can cause some functions of the fax machine not to work correctly.

If, after trying all of the above the problem is still not resolved, turn the machine off, and then turn it on.

## Troubleshooting for other problems

Question	Answer
Cannot receive a fax.	If you have a dedicated fax line and want your Fuji Xerox machine to automatically answer all incoming faxes, you should choose <b>Fax Only</b> .
Can I set the machine not to print the Transmission Verification report?	This product will print a Transmission Verification report. Even if the Transmission Verification report is set to <b>Off</b> , a report is printed when there is a communication error. If the <b>Journal Period</b> is set to <b>Off</b> , <b>Fax Journal</b> are not printed.
Can I cancel the fax job?	Press <b>Stop/Exit</b> to cancel the fax or <b>Menu 2, 7</b> to cancel the remaining jobs.
Poor sending quality.	Try changing your resolution to <b>Fine</b> or <b>S.Fine</b> , or clean the scanner.
Sent faxes are blank.	Make sure you are loading the document correctly. The document should be face down when using the ADF or the scanner glass. See <i>Loading documents</i> on page 45.
Vertical black lines when sending.	Black vertical lines on faxes you send are typically caused by dirt or correction fluid on the glass strip. See <i>Clean the inside of the machine.</i> on page 80.

# Improving the print quality

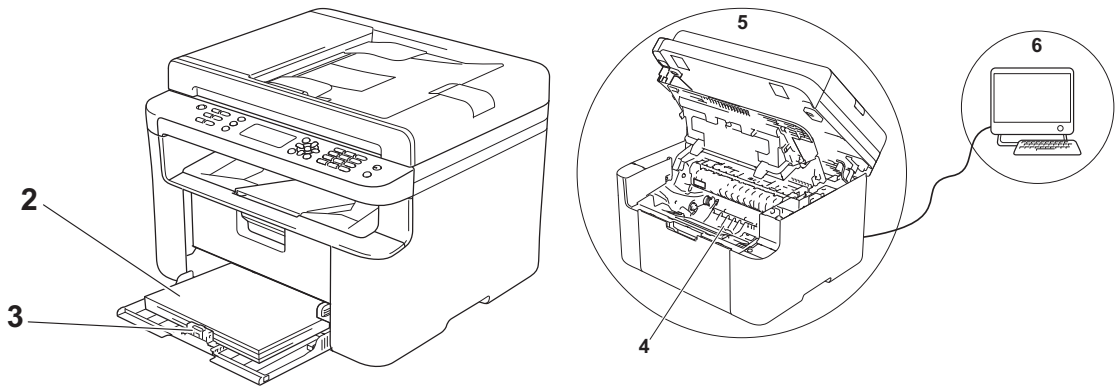
## NOTE

Fuji Xerox does not recommend the use of cartridges other than Fuji Xerox Original cartridges or the refilling of used cartridges with toner from other sources.

If you are having problems with print results, check the following:

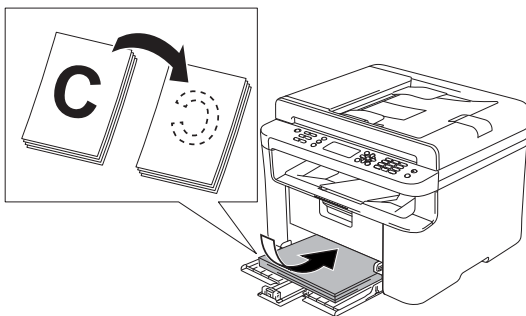
- 1 The machine's environment.

Choose a location where the temperature remains between 10 °C and 32.5 °C and the humidity is between 20% to 80% (without condensation).

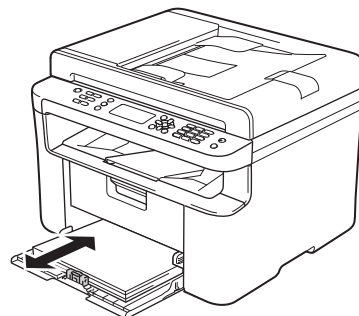


- 2 Acceptable paper is loaded in the paper tray.  
See *Acceptable paper* on page 44.
- 3 The paper is loaded correctly in the machine.

Turning the paper over may help paper loading become smoother.



Adjusting the guide may help paper loading become smoother.



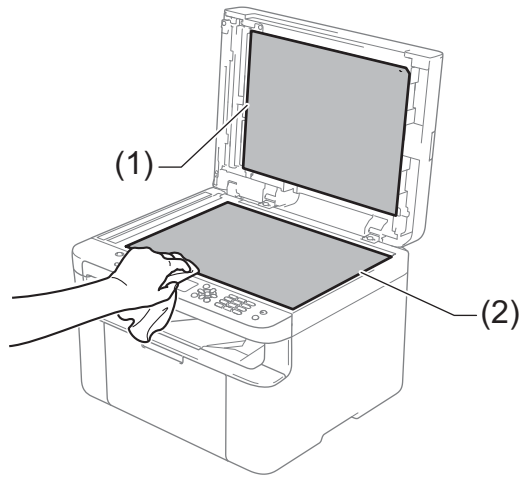
4 Replace a toner cartridge or a drum unit.

For more information on how to replace the consumable items, see the instructions included with the drum unit for replacing the drum unit or see the instructions printed on the box of the toner cartridge for replacing the toner cartridge.

5 Clean the inside of the machine.

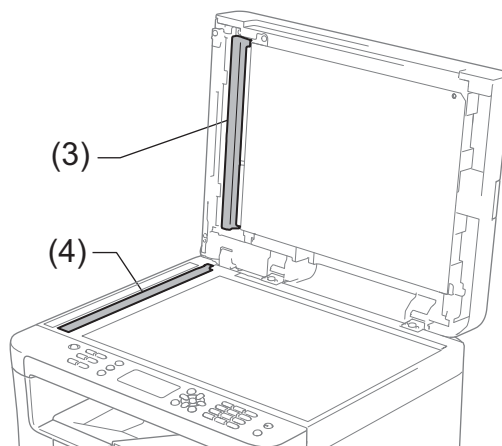
■ Cleaning the scanner glass

Clean the white plastic surface (1) and scanner glass (2).



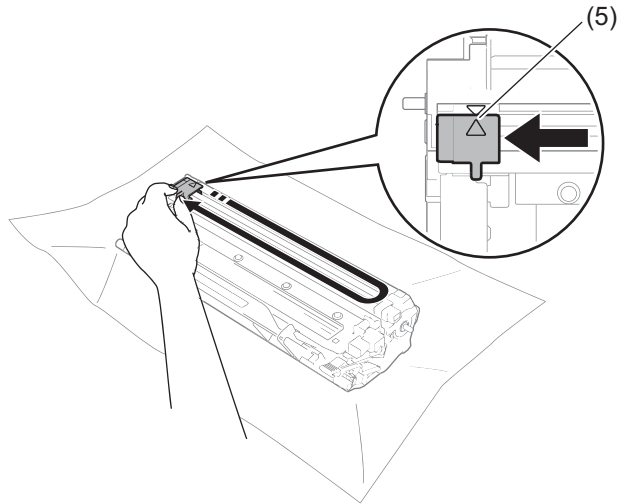
(For ADF models)

Clean the white bar (3) and the scanner glass strip (4).



■ Cleaning the corona wire

Slide the green tab from left to right and right to left several times.

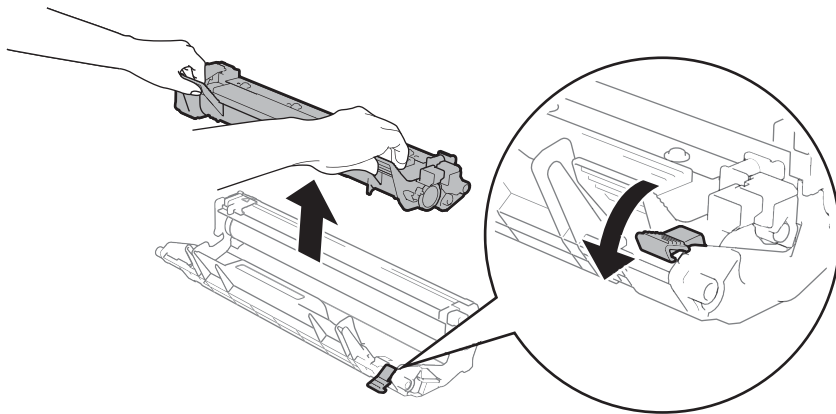


**NOTE**

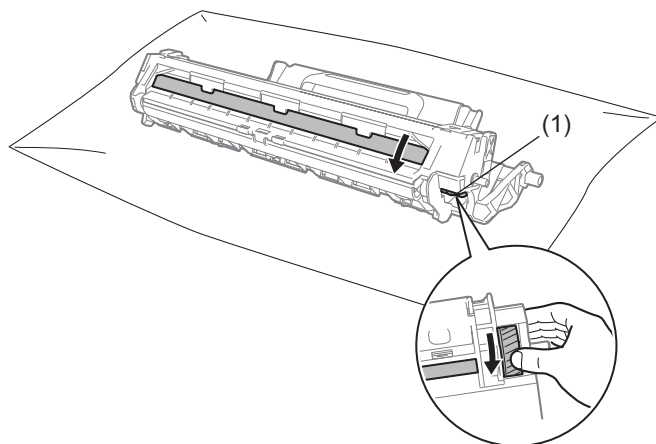
Be sure to return the tab to the home position (▲) (5). If you do not, printed pages may have a vertical stripe.

■ Clean the drum unit if black or white dots appear on printed pages

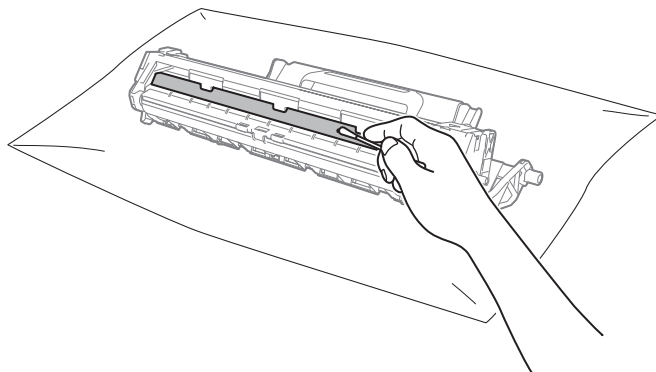
Push down the lock lever and take the toner cartridge out of the drum unit.



Turn the drum unit gear by hand while looking at the surface of the drum roller (1).

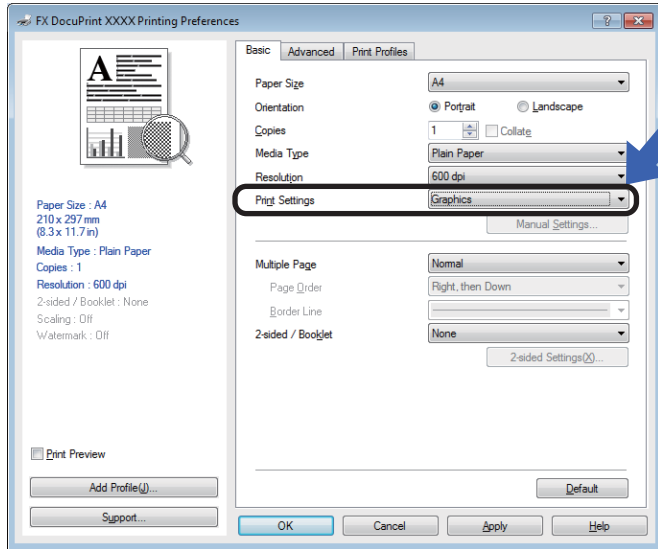


Wipe the surface of the drum gently with a dry cotton swab until the dust or glue on the surface comes off.

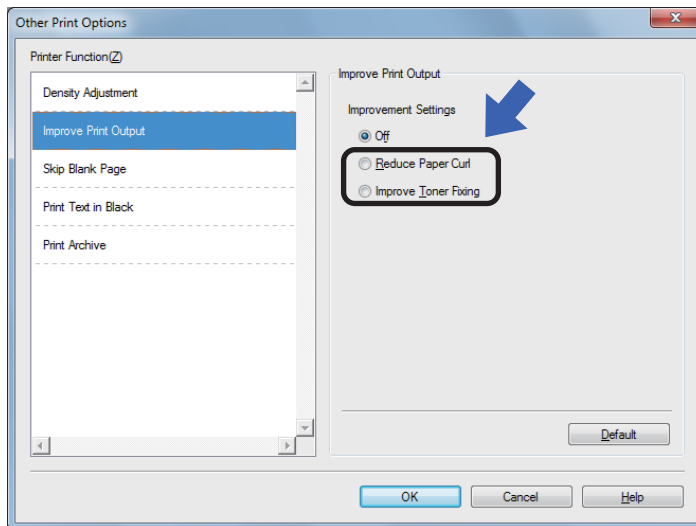




- 6 Check the printer driver settings.  
Try changing the **Print Settings** in the **Basic** tab.



If the paper is curled or the toner is not fixed well on the paper, you can adjust these settings in **Improve Print Output**. Click **Other Print Options** in the **Advanced** tab.

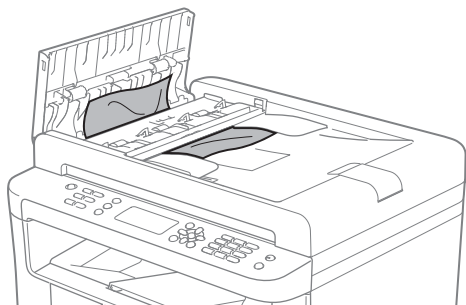


A

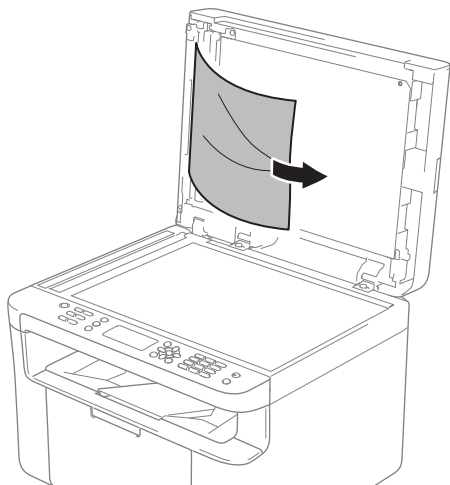
## Document Jams (ADF models)

Follow the steps below to handle a document jam in the ADF.

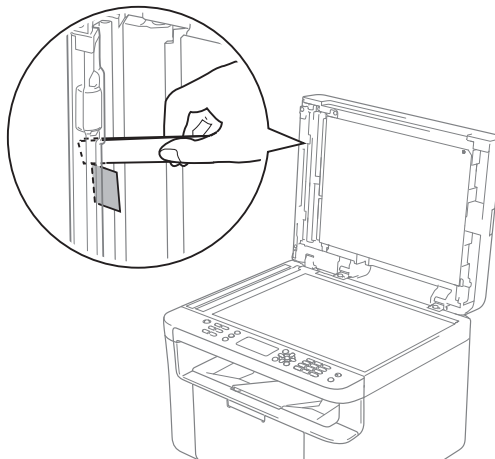
- 1 Open the ADF cover.
- 2 Pull the jammed document out.



- 3 Close the ADF cover.
- 4 Lift the document cover.
- 5 Pull the jammed document out to the right.



- 6 Insert a piece of stiff paper, such as cardstock, into the ADF to push any small paper scraps through.



If the document rips or tears, be sure you remove all small paper scraps to prevent future jams.

- 7 Close the document cover.
- 8 Press **Stop/Exit**.

# Paper Jams

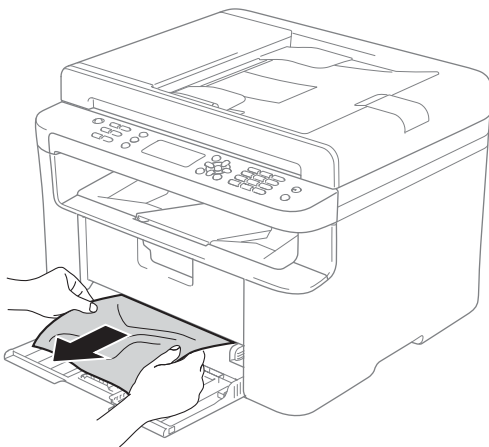
## ⚠ CAUTION

Do not attempt to remove a paper jammed deeply inside the product, particularly a paper wrapped around a heat roller. Otherwise, it may cause injuries or burns, and even worse, may generate smoke if you keep operating the product with a paper jammed.

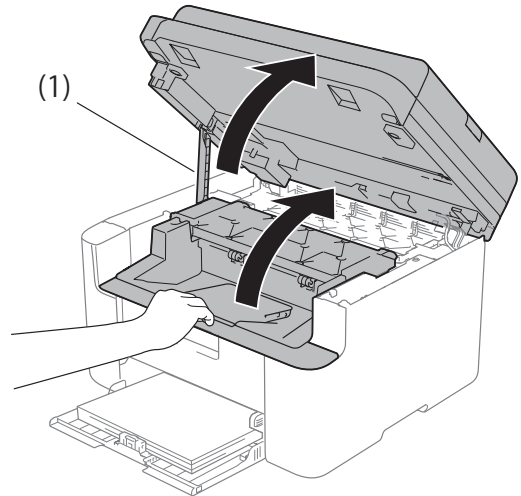
Switch off the product promptly and contact your local Fuji Xerox representative for more information.

Always remove all paper from the paper tray and straighten the stack when you add new paper. This helps prevent multiple sheets of paper from feeding through the machine at one time and prevents paper jams.

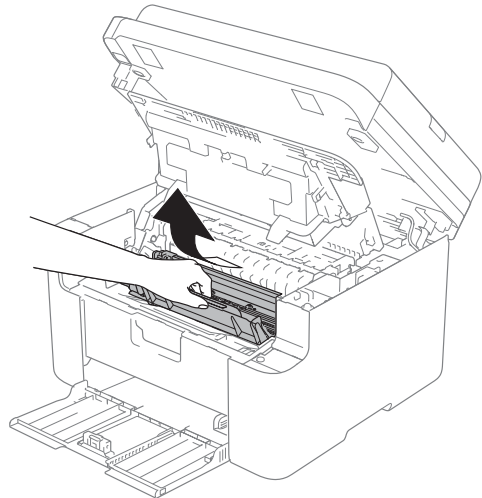
- 1 Turn the machine off.
- 2 Wait at least 15 minutes for the product to cool down before you touch the internal parts of the product.
- 3 Remove all paper loaded in the tray.
- 4 Use both hands to slowly pull out the jammed paper.



- 5 Open the scanner cover. The pull-arm (1) on the left side of the machine will lock. Open the top cover.



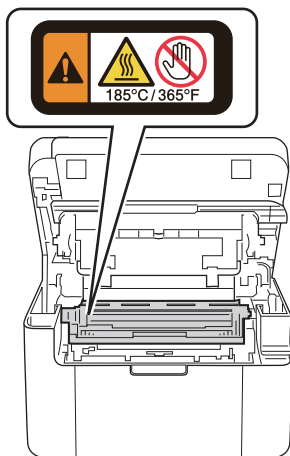
- 6 Slowly take out the drum unit and toner cartridge assembly.



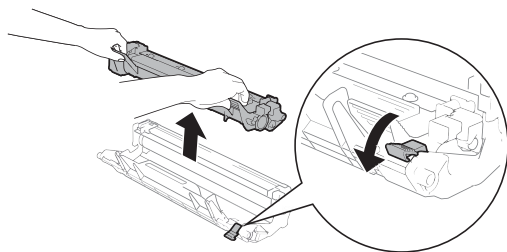
A

## **!** WARNING

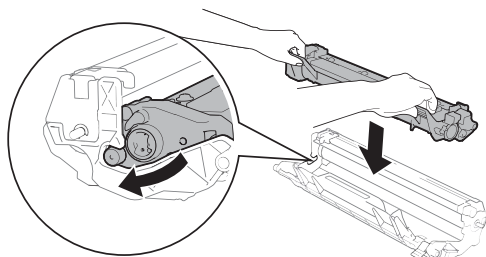
### **!** HOT SURFACE



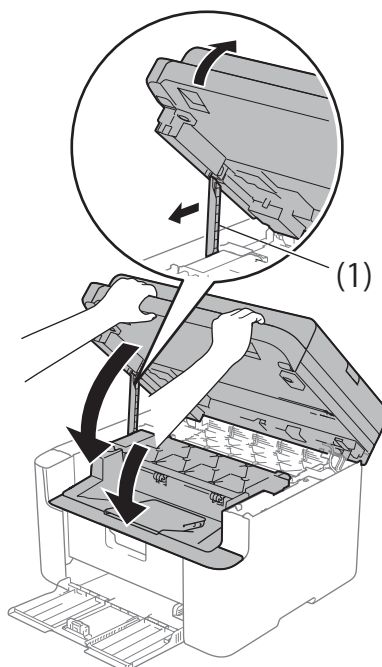
- 7** Push down the lock lever and take the toner cartridge out of the drum unit. Remove the jammed paper if there is any inside the drum unit.



- 8** Put the toner cartridge back into the drum unit until the lock lever lifts automatically.



- 9** Place the drum unit and toner cartridge assembly back in to the machine.
- 10** Close the top cover. After pulling the pull-arm (1) on the left side of the machine down, close the scanner cover using both hands.



- 11** Load the paper back in to the tray. Make sure that the paper is below the protruding section of the rear guide. Slide the paper guides to fit the paper size. Make sure that the guides are firmly in the slots.
- 12** Turn the machine on.

## Transferring your faxes or Fax Journal report (DocuPrint M115 fw/M115 z)

If the LCD shows:

- Print Unable XX
- Scan Unable XX

We recommend transferring your faxes to another fax machine or to your PC. (See *Transferring faxes to another fax machine* on page 87 or *Transferring faxes to your PC* on page 87.)

You can also transfer the Fax Journal report to see if there are any faxes you need to transfer. (See *Transferring the Fax Journal report to another fax machine* on page 88.)

### NOTE

If there is an error message on the machine's LCD, after the faxes have been transferred, disconnect the machine from the power source for several minutes, and then reconnect it.

## Transferring faxes to another fax machine

- 1 Press **Menu**, **9**, **0**, **1**.
- 2 Do one of the following:
  - If the LCD shows **No Data**, there are no faxes left in the machine's memory. Press **Stop/Exit**.
  - Enter the fax number to which faxes will be forwarded.
- 3 Press **Start**.

### NOTE

If you have not set up your Station ID, you cannot enter fax transfer mode. Press **Menu**, **0**, **2** to register your fax number, telephone number and name.

## Transferring faxes to your PC

You can transfer the faxes from your machine's memory to your PC.

- 1 Make sure that you have installed **Multi-Function Suite** and then turn on **PC-FAX Receive** on the PC. (See *Software and Network User's Guide*)

Do one of the following:

(Windows<sup>®</sup> XP, Windows Vista<sup>®</sup> and Windows<sup>®</sup> 7)

Click  (**Start**) > **All Programs** >

**Fuji Xerox** > **Fuji Xerox Utilities**, and then click the drop-down list and select your model name (if not already selected).

Click **PC-FAX Receive** in the left navigation bar, and then click **Receive**. (Windows<sup>®</sup> 8)

Click  (**Fuji Xerox Utilities**),

and then click the drop-down list and select your model name (if not already selected). Click **PC-FAX Receive** in the left navigation bar and then click **Receive**.

- 2 Make sure that you have set **PC Fax Receive** on the machine. (See *PC-FAX Receive (For Windows<sup>®</sup> only)* on page 55.) If faxes are in the machine's memory when you set up **PC-Fax Receive**, the LCD will ask if you want to transfer the faxes to your PC.

- 3 Do one of the following:
  - To transfer all faxes to your PC, press **1**. You will be asked if you want a backup print.
  - To exit and leave the faxes in the memory, press **2**.
- 4 Press **▲** or **▼** to choose **On** or **Off**. Press **OK**.
- 5 Press **Stop/Exit**.

## Transferring the Fax Journal report to another fax machine

- 1 Press **Menu, 9, 0, 2**.
- 2 Enter the fax number to which the Fax Journal report will be forwarded.
- 3 Press **Start**.

### NOTE

If you have not set up your Station ID, you cannot enter fax transfer mode. Press **Menu, 0, 2** to register your fax number, telephone number and name.

## Cleaning and Checking the machine

Make sure to read the guidelines in the Safety Guide before cleaning the machine.

Clean the outside and inside of the machine regularly with a dry, lint-free cloth. When you replace the toner cartridge or the drum unit, make sure that you clean the inside of the machine. If printed pages are stained with toner, clean the inside of the machine with a dry, lint-free cloth.

### WARNING



DO NOT use flammable substances, any type of spray, or an organic solvent/liquid containing alcohol or ammonia to clean the inside or outside of the product. Doing so could cause a fire or electrical shock. Instead, use only a dry, lint-free cloth.

(For more information, see Safety Guide.)



When cleaning this product, use the designated cleaning materials exclusive to it. Other cleaning materials may result in poor performance of the product. Never use aerosol cleaners to avoid catching fire and explosion.

**⚠ CAUTION**

When cleaning this product, always switch off and unplug it. Access to a live machine interior may cause electric shock.

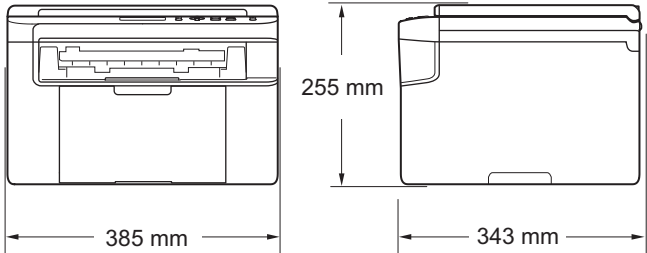
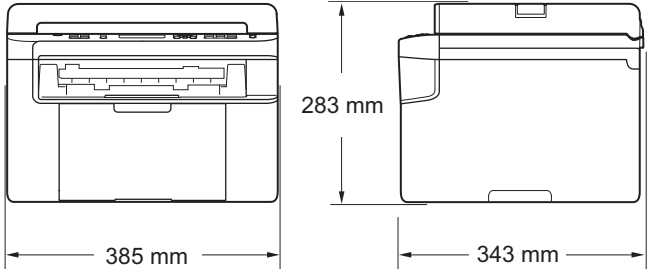
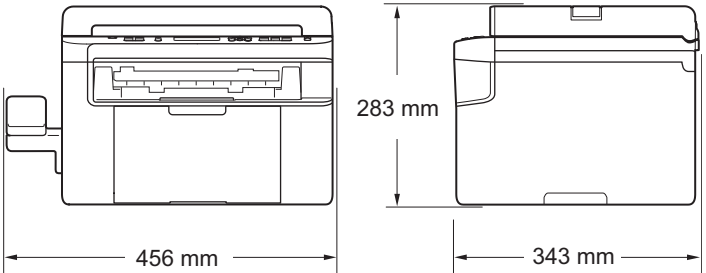
# B

## Specifications

### General

Model	DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z	
Printer Type	Laser			
Print Method	Electrophotographic Laser Printer			
Memory Capacity	32 MB			
Power Source	220 - 240 V AC 50/60 Hz			
Power Consumption (Average)	Peak <sup>1</sup>	Approx. 1,080 W		
	Printing <sup>1</sup>	Approx. 390 W at 25 °C		
	Copying <sup>1</sup>	Approx. 390 W at 25 °C		
	Ready <sup>1</sup>	Approx. 50 W at 25 °C		
	Deep Sleep <sup>1</sup>	Approx. 0.9 W	Approx. 1.4 W	
	Power Off <sup>1 2 3</sup>	Approx. 0.28 W	Approx. 0.3 W	



Model	DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>Dimensions</b>	DocuPrint M115 w 		
	DocuPrint M115 fw 		
	DocuPrint M115 z 		
<b>Weights (with consumables)</b>	7.4 kg	8.3 kg	8.7 kg

Model			DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
Noise Level	Sound Pressure	Printing	LPAM = 52 dB (A)		
	Sound Power	Printing	LWad = 6.6 B (A)		
Temperature		Operating	10 to 32.5 °C		
		Storage	0 to 40 °C		
Humidity		Operating	20 to 80% (without condensation)		
		Storage	35 to 85% (without condensation)		
Interface	USB		Hi-Speed USB 2.0 <sup>4 5</sup> It is recommended you use a USB 2.0 cable (Type A/B) that is no more than 2 metres long.		
	Wireless LAN <sup>6</sup>		IEEE 802.11b/g/n (Infrastructure Mode/Ad-hoc Mode)		
Support OS	Windows <sup>®</sup>		Windows <sup>®</sup> XP Home, Windows <sup>®</sup> XP Professional, Windows <sup>®</sup> XP Professional x64 Edition, Windows Vista <sup>®</sup> , Windows <sup>®</sup> 7, Windows <sup>®</sup> 8, Windows <sup>®</sup> 8.1, Windows Server <sup>®</sup> 2003, Windows Server <sup>®</sup> 2003 x64 Edition, Windows Server <sup>®</sup> 2008, Windows Server <sup>®</sup> 2008 R2, Windows Server <sup>®</sup> 2012, Windows Server <sup>®</sup> 2012 R2		
	Mac OS		OS X v10.7.5, 10.8.x, 10.9.x		

Model		DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
Consumable	Toner Cartridge (Inbox)	Approx. 1,000 pages A4 or Letter page <sup>7</sup>		
	Toner Cartridge (Standard)	Approx. 1,000 pages A4 or Letter page <sup>7</sup>		
		Model Name	CT202137	
	Drum Unit	Approx. 10,000 pages A4 or Letter pages (1 page / job) <sup>8</sup>		
	Model Name	CT351005		

<sup>1</sup> Measured when the machine is connected to the USB interface.

<sup>2</sup> Power consumption varies slightly depending on the usage environment or part wear.

<sup>3</sup> Measured according to IEC 62301 Edition 2.0.

<sup>4</sup> Your machine has a Hi-Speed USB 2.0 interface. The machine can also be connected to a computer that has a USB 1.1 interface.

<sup>5</sup> Third-party USB ports are not supported.

<sup>6</sup> For detailed network specifications, see *Network (LAN)* on page 97 and Software and Network User's Guide.

<sup>7</sup> Approx. cartridge yield is declared in accordance with ISO/IEC 19752.

<sup>8</sup> Drum life is approximate and may vary by type of use.

## Document Size

Model		DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>ADF(automatic document feeder)</b>		—	Up to 10 pages	
<b>Scanner Glass</b>		One sheet per time		
<b>Document Size</b>	ADF	—	A4, Letter, Legal, Folio	
	Scanner Glass	Length: Up to 300.0 mm Width: Up to 215.9 mm		
<b>Weight</b>	ADF	—	64 to 90 g/m <sup>2</sup>	
	Scanner Glass	Up to 2.0 kg		

## Print media

Model			DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>Paper Input</b>	Paper Tray	Paper Type	Plain Paper, Recycled Paper		
		Paper Size	A4, Letter, Legal, Folio, A5, A5(Long Edge), B5, Executive Width: 148 to 216 mm Length: 148 to 355.6 mm		
		Paper Weight	64 to 105 g/m <sup>2</sup>		
		Maximum Paper Capacity	Up to 150 sheets of 80 g/m <sup>2</sup> Plain paper		
<b>Paper Output</b>	Face-Down Output Tray	Up to 50 sheets of 80 g/m <sup>2</sup> Plain Paper (face-down delivery to the face-down output paper tray)			

# Fax

Model		DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>Modem Speed</b>		—	14,400 bps (with Automatic Fallback)	
<b>Scanning Width</b>		—	Max. 208 mm	
<b>Printing Width</b>		—	Max. 208 mm	
<b>Greyscale</b>		—	8 bit/256 levels	
<b>Resolution</b>	Horizontal	—	8 dot/mm	
	Vertical	—	Standard: 3.85 line/mm	
		—	Fine: 7.7 line/mm	
		—	Photo: 7.7 line/mm	
—	—	Superfine: 15.4 line/mm		
<b>Speed Dial</b>		—	99 stations	
<b>Automatic Redial</b>		—	3 times at 5 minute intervals	
<b>Memory Transmission</b>		—	Up to 400 <sup>1</sup> pages	
<b>Out of Paper Reception</b>		—	Up to 400 <sup>1</sup> pages	

<sup>1</sup> 'Pages' refers to the 'ITU-T Test Chart #1' (a typical business letter, Standard resolution, MMR code). Specifications and printed materials are subject to change without prior notice.

# Copy

Model	DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>Copy Width</b>	Max. 210 mm		
<b>Multiple Copies</b>	Stacks or Sorts up to 99 pages		
<b>Reduce/Enlarge</b>	25% to 400% (in increments of 1%)		
<b>Resolution</b>	Up to 600 × 600 dpi		
<b>First Copy Out Time<sup>1</sup></b>	Less than 16 seconds at 23 °C / 230 V		

<sup>1</sup> From Ready mode and standard tray

## Scanner

Model		DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
Colour		Yes		
TWAIN Compliant		Yes (Windows® XP / Windows Vista® / Windows® 7 / Windows® 8 / Windows® 8.1 / OS X v10.7.5, 10.8.x, 10.9.x <sup>1</sup> )		
WIA (Windows Image Acquisition) Compliant		Yes (Windows® XP / Windows Vista® / Windows® 7 / Windows® 8 / Windows® 8.1)		
ICA Compliant		Yes (OS X v10.7.5, 10.8.x, 10.9.x)		
Colour Depth	Colour	24 bit colour processing (Input) 24 bit colour processing (Output)		
	Greyscale	8 bit colour processing (Input) 8 bit colour processing (Output)		
Resolution		Up to 19,200 × 19,200 dpi (interpolated) <sup>2</sup>		
		Up to 600 × 1200 dpi (optical) <sup>2</sup> (from Scanner Glass)		
		—	Up to 600 × 600 dpi (optical) <sup>2</sup> (from ADF)	
Scanning Width		Max. 210 mm		

<sup>1</sup> For the latest driver updates for the version of OS X you are using, visit us at <http://www.fujixeroxprinters.com/>.

<sup>2</sup> Maximum 1200 × 1200 dpi scanning with the Windows Image Acquisition (WIA) driver in Windows® XP, Windows Vista®, Windows® 7, Windows® 8 and Windows® 8.1 (resolution up to 19200 × 19200 dpi can be chosen by using the scanner utility)

## Printer

Model		DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
Resolution		Up to 2400 × 600 dpi (HQ1200 technology)		
Print Speed <sup>1</sup>		Up to 20 pages/minute (A4 size) Up to 21 pages/minute (LTR size)		
First Print Out Time <sup>2</sup>		Less than 10 seconds at 23 °C / 230 V		

<sup>1</sup> The print speed may vary depending on the type of document you print. Print/copy speed may decrease due to factors such as paper type, paper size, and printing condition. In periods of heavy duty printing or copying, the device may go into cool down mode. This safety feature protects the device from overheating, but will result in a temporary reduction in print or copy speed.

<sup>2</sup> From Ready mode and standard tray

## Network (LAN)

### NOTE

For more information about the Network specifications, see Software and Network User's Guide.

Model	DocuPrint M115 w	DocuPrint M115 fw	DocuPrint M115 z
<b>LAN</b>	You can connect your machine to a network for Network Printing, Network Scanning, PC-Fax Send <sup>1</sup> , PC-Fax Receive (Windows® only) <sup>1</sup> and Remote Setup <sup>1 2</sup> .  Also included is BRAdmin Light <sup>3</sup> Network Management software.		
<b>Protocols</b>	IPv4	ARP, RARP, BOOTP, DHCP, APIPA(Auto IP), WINS/NetBIOS name resolution, DNS resolver, mDNS, LLNMR responder, LPR/LPD, Custom Raw Port/Port 9100, IPP, FTP Server, SNMPv1/v2c, HTTP Server, TFTP Client and Server, SMTP Client, ICMP, Web Services (Print/Scan)	
	IPv6	NDP, RA, DNS Resolver, mDNS, LLNMR responder, LPR/LPD, Custom Raw Port/Port 9100, IPP, FTP Server, SNMPv1/v2c, HTTP Server, TFTP Client and Server, SMTP Client, ICMPv6, Web Services (Print/Scan)	
<b>Security Protocols</b>	Wireless	SMTP-AUTH	
<b>Wireless Network Security</b>	WEP 64/128, WPA-PSK (TKIP/AES), WPA2-PSK (AES)		
<b>Wireless Network Setup Support Utility</b>	AOSS™	Yes	
	WPS	Yes	

<sup>1</sup> For DocuPrint M115 fw/M115 z

<sup>2</sup> See Software and Network User's Guide.

<sup>3</sup> (For Windows® users) BRAdmin Light is available from the CD-ROM provided with the machine.  
(For Macintosh users) BRAdmin Light is available as a download from <http://www.fujixeroxprinters.com/>.

This chapter includes:

- *Technical Support* on page 98
- *Online Services* on page 98

## Technical Support

Fuji Xerox recommends the Customer first utilize support materials shipped with the product, product diagnostics, information contained on the Web, and email support. If unsuccessful, to obtain service under product warranty the Customer must notify Fuji Xerox Telephone Support or its authorized service representative of the defect before the expiration of the warranty period. Customer will provide appropriate assistance to Telephone Support personnel to resolve issues, such as restoration of the operating system, software program and drivers to their default configuration and settings, verification of functionality of Fuji Xerox supplied products, replacement of customer replaceable units, clearing paper misfeeds and cleaning the unit and other prescribed routine and preventative maintenance.

If the Customer's product contains features that enable Fuji Xerox or its authorized service representative to diagnose and repair problems with the product remotely, Fuji Xerox may request that the Customer allow such remote access to the product.

## Online Services

You can find detail Product and Consumable warranty information on our website at <http://www.fujixeroxprinters.com/>.

Fuji Xerox Online Support Assistant provides instructions and troubleshooting guides to resolve your printer problems. It is an easy-to-use, searchable online Help. To find out more, please visit our online support at <http://www.fujixeroxprinters.com/>.



# D

# Index

## A

Address Book .....	7
ADF (automatic document feeder)	
using .....	45
Answering machine (TAD)	
connecting .....	60
Apple Macintosh	
See Software and Network User's Guide.	
Auto Power Off .....	41
Automatic	
fax receive	
Fax Detect .....	50

## B

Broadcasting .....	48
cancelling .....	48

## C

Cancelling	
broadcast in process .....	48
Cleaning	
corona wire .....	81
drum unit .....	81
scanner .....	80
Connecting	
external TAD (answering machine) .....	59
external telephone .....	61
Consumable items .....	72
Control panel overview .....	6
ControlCenter2 (for Macintosh)	
See Software and Network User's Guide.	
Copy	
2 in 1 (ID) Copy .....	6
Copy Options key .....	6
ID Copy/Copy Options key .....	8
Cordless telephone (non-Fuji Xerox) .....	61

## D

Deep Sleep mode .....	41
Dialling	
manual .....	53
Speed Dial .....	53
using the Search key .....	53

Dimensions .....	91
Document	
how to load .....	45
jam .....	84
Drum unit .....	72
cleaning .....	81

## E

Error messages on LCD .....	75
External telephone, connecting .....	61

## F

FAX (PC-FAX)	
Macintosh	
See Software and Network User's Guide.	
Windows®	
receiving .....	55
sending .....	57
Fax, stand-alone	
receiving	
Continue Mode .....	42
easy receive .....	50
ring delay, setting .....	50
sending .....	47
broadcasting .....	48
Fax/Tel mode	
F/T ring time (double-ring) .....	50
fax detect .....	50
receiving faxes .....	61
ring delay .....	50

## H

Help	
LCD messages for DocuPrint M115 fw/ M115 z .....	9
LCD messages for DocuPrint M115 w .....	29
Menu Table for DocuPrint M115 fw/ M115 z .....	10
Menu Table for DocuPrint M115 w .....	30
Hook key .....	61

## J

---

Jacks	
EXT	
external telephone .....	61
TAD (answering machine) .....	59

## L

---

LCD (liquid crystal display) .....	6, 8, 9, 29
------------------------------------	-------------

## M

---

Macintosh	
See Software and Network User's Guide.	
Maintenance, routine .....	88
Manual	
dialling .....	53
Menu Table	
DocuPrint M115 fw/M115 z .....	10
DocuPrint M115 w .....	30
Mode, entering	
fax .....	47
Multi-line connections (PABX) .....	60

## N

---

Network	
faxing	
See Software and Network User's Guide.	
printing	
See Software and Network User's Guide.	
scanning	
See Software and Network User's Guide.	
Network connectivity .....	92

## P

---

Paper .....	44
jam .....	85
size .....	43
tray capacity .....	44
PC-Fax .....	55
See Software User's Guide.	
Print	
quality .....	79
resolution .....	96
specifications .....	96

Printing	
See Software and Network User's Guide.	
Programming your machine .....	9, 29

## Q

---

Quality	
printing .....	79
Quick dial	
broadcasting .....	48
Speed Dial	
changing .....	52
setting up .....	52
using .....	53

## R

---

Remote setup	
See Software and Network User's Guide.	
Resolution	
copy .....	95
fax .....	95
print .....	96
scan .....	96
Ring delay, setting .....	50

## S

---

Scan a document to a computer .....	67
Scanner glass	
using .....	45
Scanning .....	67
See Software and Network User's Guide.	
Specifications .....	90
copy .....	95
document size .....	94
fax .....	95
general .....	90
print .....	96
print media .....	94
scan .....	96
Speed Dial	
changing .....	52
setting up .....	52
using .....	53

## T

---

TAD (telephone answering device), external	
connecting .....	59, 60
recording OGM .....	60
Telephone line	
connections .....	60
multi-line (PABX) .....	60
Text, entering .....	39
Toner Setting (Continue Mode) .....	41
Troubleshooting .....	77
document jam .....	84
error and maintenance messages	
on LCD .....	75
paper jam .....	85
print quality .....	79
Telephone and Fax .....	77
other problems .....	78

## W

---

Weights .....	91
Wi-Fi/WPS key .....	7
Windows®	
See Software and Network User's Guide.	
Wireless .....	92
Wireless Network	
See Software and Network User's Guide.	

DocuPrint M115 w/DocuPrint M115 fw/DocuPrint M115 z  
User's Guide  
604E 77420 MB3539E2-1 (Edition 1)  
August 2014

Copyright © 2014 by Fuji Xerox Co., Ltd.

Fuji Xerox Co., Ltd.

Printed in Vietnam



LES736001-00

## Free Manuals Download Website

<http://myh66.com>

<http://usermanuals.us>

<http://www.somanuals.com>

<http://www.4manuals.cc>

<http://www.manual-lib.com>

<http://www.404manual.com>

<http://www.luxmanual.com>

<http://aubethermostatmanual.com>

Golf course search by state

<http://golfingnear.com>

Email search by domain

<http://emailbydomain.com>

Auto manuals search

<http://auto.somanuals.com>

TV manuals search

<http://tv.somanuals.com>