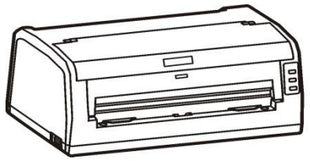
QUICK START GUIDE

AMTDatasouth

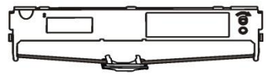
Documax 5380

PACKAGE CONTENTS:

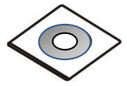


Printer

Paper Support



Ribbon Cartridge

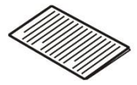


CD ROM

(Including *user's guide* and driver)

USB cable

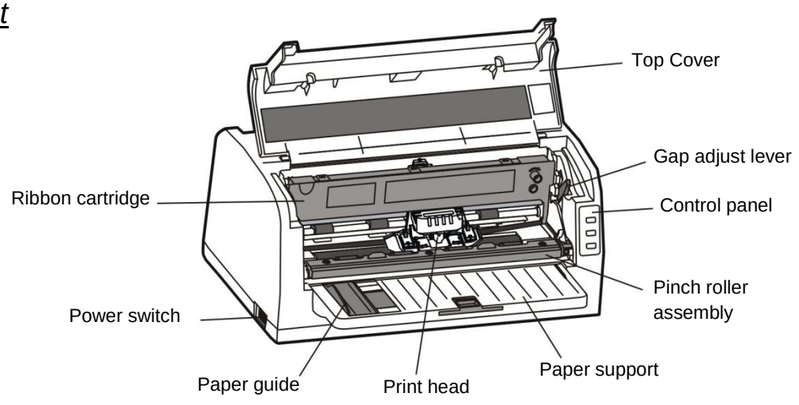
Power Cord



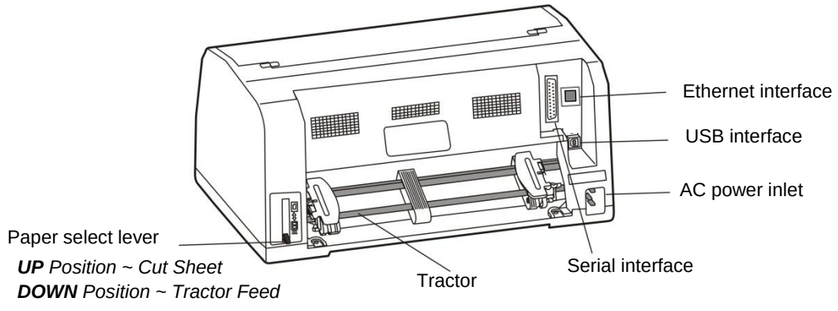
Quick Start Guide

PRINTER OVERVIEW:

Front

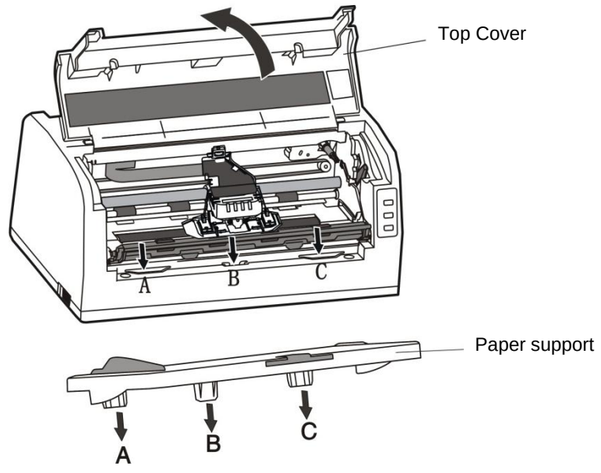


Rear



INSTALLATION:

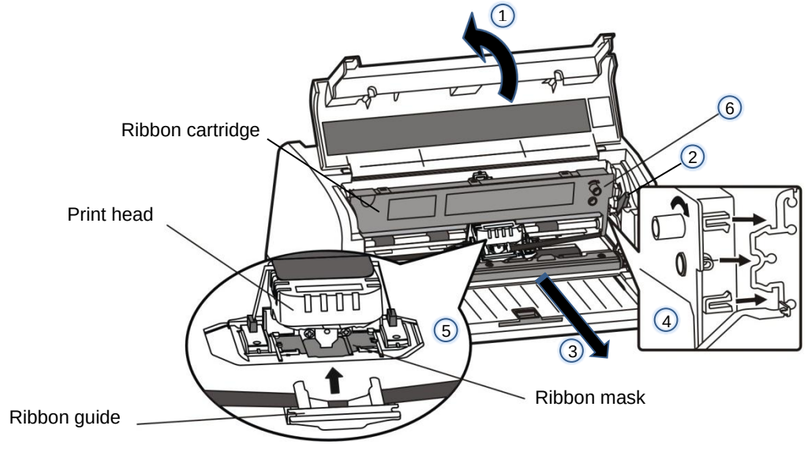
Paper Support



Installing the Paper Support

As shown to the left, open the Top Cover and align tabs A,B,C of the support tray over the corresponding slots on the printer. Press downward on the Paper Support until tabs A,B,C are completely locked into place.

Ribbon

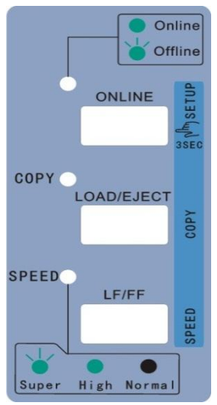


Installing the Ribbon

1. Turn off the printer, open the top cover, make sure the print head is cool and slide the carrier to the middle of the printer.
2. Adjust the Gap Lever to the highest position (#9).
3. Pull out the Pinch Roller Assembly and rotate it upward to expose the print head assembly.
4. Lock the ribbon cartridge into the printer chassis.
5. Carefully slide the plastic Ribbon Guide holes onto the left and right carrier pins.
6. Rotate the ribbon feed knob in the direction of the arrow to remove any slack.

CONTROL PANEL:

Indicator LEDs

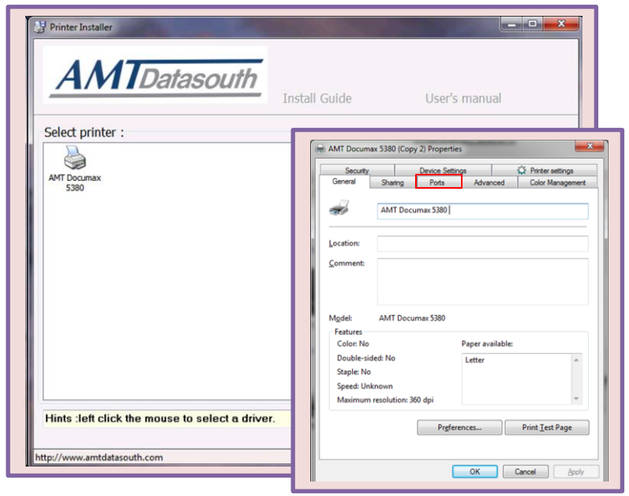


Indicator LED	Off	On	Blink
ONLINE (green)	___	Lights when the printer is offline or error state.	The printer is offline or error state.
COPY {BOLD} (green)	The printer is in the normal mode.	The printer is in the copy 1 mode.	The printer is in the copy 2 mode.
SPEED (green)	The printer is in the Letter Quality mode.	The printer is in High Speed Draft mode.	The printer is in Super High Speed Draft mode.

Basic Control Panel Operations

ONLINE	Press the **ONLINE** button, switch between **ONLINE** and **OFFLINE** modes.
LOAD/EJECT	When offline, press **LOAD/EJECT** key to control cut sheet or tractor paper feeding. In cut sheet mode, if you press **LOAD/EJECT** key when offline, the paper will be ejected. In tractor paper mode, with paper installed, press **LOAD/EJECT** key when offline. The paper will be fed to the print home position. The printer now being in the online mode. Press **ONLINE** again, then press the **LOAD/EJECT** key, the paper will be fed to the tear position. Press **LOAD/EJECT** key one more time, the paper will reverse feed back to the ready position. In online mode, press and hold the **LOAD/EJECT** key for about 3 seconds, the printer will reverse feed the paper in micro steps.
COPY {BOLD}	In the offline mode, press and hold **ONLINE** key for 3 seconds (until beep is heard), the printer will enter quick menu setup mode. Press **LOAD/EJECT** key will select the normal print mode, copy 1 print mode or copy 2 mode. Press **ONLINE** key to save setting.
LF/FF	In the offline mode, press the **LF/FF** key to feed the paper line by line. Alternatively, hold the **LF/FF** key down, the printer will eject the cut sheet, or feed the tractor paper one page. In the online mode, press and hold the **LF/FF** key for about 3 seconds will feed the paper in micro steps.
SPEED	In the offline mode, press and hold **ONLINE** key for 3 seconds (until beep is heard), the printer will enter quick menu setup mode. Pressing **LF/FF** key will switch the printer among the letter quality mode, high speed mode and super high speed mode. Press **ONLINE** key to save setting.
SETTINGS	To print current printer settings; Press **LOAD/EJECT** key and **LF/FF** key while turning ON printer power.
MENU SETUP	In the online mode, press and hold LOAD/EJECT key, and then press the ONLINE key. Hold keys for 3 seconds. LED's will blink. Load paper and follow printed instructions for feature settings.
SELF-TEST	Press **ONLINE** key while turning ON printer power.

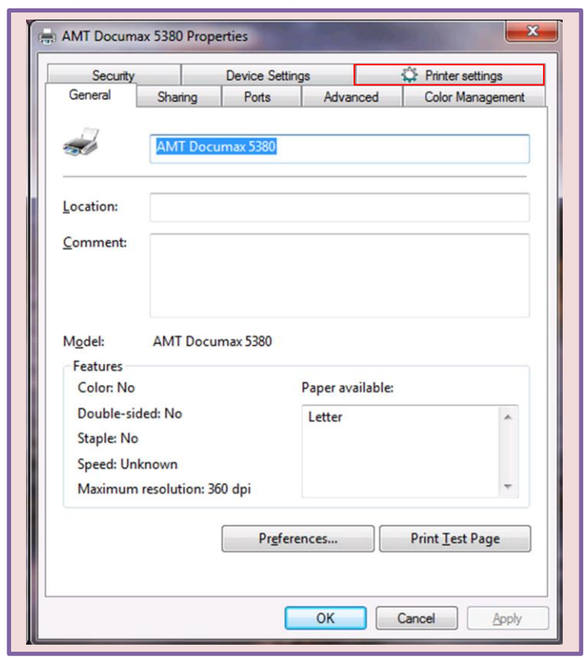
The following instruction is for Windows 7 users. For XP refer to CD ROM/USER GUIDE



1. Open the driver folder on the CD. Then open the subfolder for your version of Windows.
2. Click on the Setup file to begin the installation. Have your printer ready to connect when instructed.
3. If a pop-up window occurs, click "Install driver anyway".
4. Once the install is complete, open the Devices and Printers window from the PC Start button.
5. Right-click on the Documax 5380 icon and select Printer Properties.
6. Choose the Ports tab to select the correct port for your printer.

Printer Feature Setup:

Many features can be setup thru the driver. For feature setup thru the printer panel, see the CD ROM/USER GUIDE



1. Click on the "Printer settings" tab in the driver properties window to access feature setup. There are 3 pages of features that can be accessed here.
2. Click on the "Printer "maintenance" icon to access page 2.
3. Click on the "Non-driver print setup" icon to access page 3.
4. Clicking on any of the feature icons will allow changes to be made to that feature.
5. Click the "Return" button to return to the first page.