

# 2<sup>nd</sup> Paper Tray

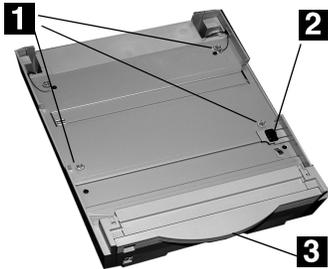
## Installation Instructions



Oki PN-40834406 - 500 Sheet Second Paper Tray

### Install the Tray

1. Unpack the tray and remove the shipping materials.
2. Turn off the printer and unplug the power cord.
3. Remove the interface cable.
4. Note the location of the pins (1), connector (2) and tray opening (3).



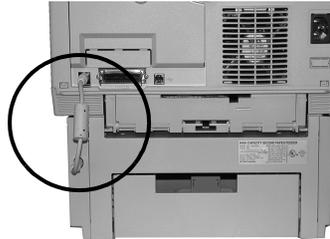
5. Pull down the printer's manual feed tray.



6. Lower the printer onto the auxiliary tray, aligning the holes/plug on the bottom of the printer on the pins/connector on the tray. You should feel the printer seating and locking in place.



7. Attach the connection cable.



8. Reattach the interface cable.
9. Plug in the power cord and turn on the printer.

### 10. Verify installation

#### Models with Operator Panel:



- a. Press the Menu button one or more times until INFO. MENU appears on the display.
- b. Press **SELECT** twice.  
*The MenuMap prints.*

#### Models with Control Button:



- a. Press the Control Button to take the printer off-line.
- b. Press and hold down the control button for at least 2 seconds, but less than 5 seconds. *The MenuMap prints.*

11. Look for TRAY2 on the first page of the MenuMap under the MEDIA MENU listing. If it isn't there, check to be sure that the connection between the printer and Tray 2 is secure, then reprint and recheck the MenuMap.
12. Check the MEDIA MENU settings shown on the MenuMap and make any needed changes for

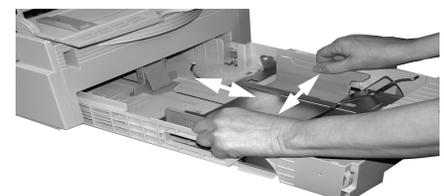
- TRAY2 PAPERSIZE
  - TRAY2 MEDIATYPE
  - TRAY2 MEDIAWEIGHT
- to match the print media you will normally use in Tray 2. (If you need help with this, see "Operator Panels" in your on-line User's Guide.

### Load Paper

1. Pull out the tray.



2. Position the paper guides in the tray.

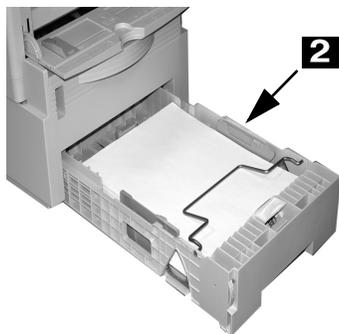
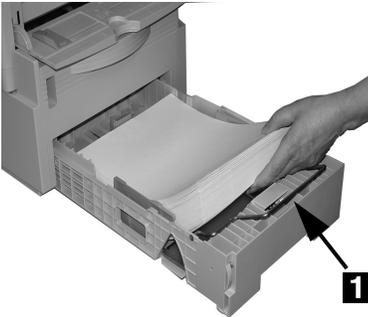


(continued on back)

3. Fan the paper.



4. Lift the paper bar (1) and load paper (up to 500 sheets 20-lb. US Bond). Keep the stack below the full line (2).



5. Lower the paper bar and push the tray back into the printer.

**Note:** To install paper in Tray 1:

- a. Open the Tray 2 front panel.
- b. Slide Tray 1 out.



## AUTOFEED

To set the printer to switch to Tray 2 when Tray 1 is empty:

### Printers with Operator Panel:

Set AUTOTRAY on in the Print Menu.

### Printer with online Status Monitor:

Go to the **Paper** tab in the Status Monitor. Select **Auto Tray Switch**.

## Activate the Tray in the Printer Driver

### Windows®

#### PCL Driver

1. Click **Start** → **Settings** → **Printers** [**Printers and Faxes** for XP]. *The Printers (Printers and Faxes) dialog box opens.*
2. Right click the Oki printer icon, then click **Properties**.
3. Click the **Device Option(s)** tab.
4. For **Available Tray**, select **Lower Cassette**.
5. Click **OK**, then close the Printers (Printers and Faxes) dialog box.

#### PostScript Emulation Driver, (Printers with Postscript option installed).

1. Click **Start** → **Settings** → **Printers** [**Printers and Faxes** for XP]. *The Printers (Printers and Faxes) dialog box opens.*
2. Right click the Postscript emulation printer icon, then click **Properties**.
3. Next:
  - *Windows XP, 2000 and NT 4.0:* click the **Device Settings** tab.
  - *Windows Me and 98:* click the **Device Options** tab.
4. Then:
  - *Windows XP, 2000, NT 4.0 and Me:* under **Installable Options**, click **Available Tray** and select 2.
  - *Windows 98:* under **Change setting for Available Tray**, select **2 (1 Optional Tray)**.
5. Click **OK**, then close the Printers (Printers and Faxes) dialog box.

### Macintosh®

#### PostScript Emulation Driver, (Printers with PostScript option installed)

#### OS 8.x and 9.x

1. Activate **Chooser** from the Apple menu.
2. Select **LaserWriter 8**.
3. Click **Printer** → **Setup**.
4. Click **Configure**.
5. Change the **Available Tray** setting to **2 (1 Optional Tray)**.
6. Click **OK** twice.
7. Close **Chooser**.

#### OS X.1

No activation is required for Macintosh OS X.1.

#### OS X.2

1. Activate **Print Center** from **Local Hard Drive** → **Applications** → **Utilities** → **Print Center**.
2. Highlight the printer name and select from the menu **Printers** → **Show Info**.
3. Click the **Available Tray** drop-down menu and select **2 (1 Optional Tray)**.
4. Click **Apply Changes** and exit to the desktop.