

User Addendum

Using Paper Catalog with the Color Server Pro C900/C900S, version 1.0, version 2.0, and version 3.0

This document describes how to use Paper Catalog and Paper/Tray Association with the Color Server Pro C900/C900S and the Printer/Copier Main Unit.

NOTE: In this document, the term “Pro C900/C900S” is used to refer to the Color Server Pro C900/C900S, and the term “printer/copier” is used to refer to the Printer/Copier Main Unit.

When it is necessary to distinguish between versions, the following terminology is used:

- “Version 1.0” refers to the “Pro C900, system version 1.0”
- “Version 2.0” refers to the “Pro C900S, system version 2.0”
- “Version 3.0” refers to the “Pro C900/C900S, system version 3.0”

Paper Catalog is a system-based paper warehouse database on the Pro C900/C900S, which stores attributes of any media available for printing from the Pro C900/C900S. Paper Catalog allows you to define custom catalog entries based on any combination of attributes that you require. You can customize any of the media attributes that are available for a catalog entry.

Overview

In the case of the Pro C900/C900S, specific media types are specified on the printer/copier, and then mapped to entries in the Paper Catalog. The administrator sets up trays with the required media, specifies the media on the printer/copier display panel, and creates an association between the specified media entry and the tray that contains the paper.

In Paper Catalog, the administrator maps the media specified on the printer/copier to an existing Paper Catalog entry, or creates a new entry, and then specifies the tray association so that it matches what has been set up on the printer/copier. Users can then select the media catalog entry in the printer driver or in Job Properties and print a job.

About this document

This document covers the following topics:

- Setting up media entries and tray association on the printer/copier
- Mapping media entries in Paper Catalog
- Printing a job
- Setting up and printing a tab job
- Table showing mapping values for paper types
- Table showing mapping values for media thickness
- Changing or deleting Paper Catalog entries

Setting up media entries on the printer/copier

The following procedure describes setting up media entries on the printer/copier.

TO SPECIFY MEDIA AND TRAY ASSOCIATION ON THE PRINTER/COPIER

- 1 Press the Tray Paper Setting button.
- 2 Select a tray.
- 3 Load the media that you want to print with into the tray.
- 4 Specify properties for the media in the tray.

You can specify the following sets of parameters:

- Paper type
- Paper size
- Paper thickness

NOTE: When you create a corresponding entry in the Paper Catalog on the Pro C900/C900S, you must map the paper type, paper size, and paper thickness correctly. See [page 5](#).

- 5 Press OK.

The tray setting is displayed with the specified media.

NOTE: The feed direction of the media is displayed. When mapping the printer/copier media type to the Paper Catalog entry, you must make sure that the feed direction matches.

- 6 Press Exit to exit the Tray Paper Setting display.

Mapping media entries in Paper Catalog

The following procedure describes mapping media entries in Paper Catalog and setting up Paper/Tray Association on the Pro C900/C900S.

TO MAP MEDIA ENTRIES IN PAPER CATALOG

- 1 On the Pro C900/C900S, open Command WorkStation.
- 2 Log on to Command WorkStation with Administrator privileges.
- 3 Open Paper Catalog.
- 4 Create or edit an entry to match the media entry on the printer/copier.

NOTE: Use the tables in this document to map media type, media size, and media thickness. See [page 5](#).

- 5 Click OK.
- 6 In Paper Catalog, select Tools > Paper/Tray Association or choose Paper/Tray Association from the Server menu.

7 Click the icon for the tray in which you loaded the media on the printer/copier (see [step 3](#) in the preceding procedure).

8 Select the media that you mapped.

If the media that you mapped does not appear in the list, check the entry. Feed direction must match the feed direction for the tray as displayed on the printer/copier display panel.

9 Click OK.

Printing a job

The following procedure describes printing a job using the media and tray that are specified in the preceding procedures.

TO PRINT A JOB

1 Select the job that you want to print.

2 Open Job Properties.

3 On the Media tab, select Paper Catalog and select the media that you mapped to the tray.

The Paper Catalog entry associated with a tray is highlighted in green.

4 Leave the Input Tray selection as Auto Tray Select.

5 Click OK.

6 Print the job.

Setting up and printing a tab job

When tab media is used, the paper size is typically modified to include the added tab width. For example, if you are using Letter (standard size 8.5×11) tab paper with half-inch tabs, the modified size would be 9×11.

Applications such as Microsoft Word will set individual page sizes appropriately if you specify the page in your document as tab paper.

However, the printer/copier requires that tab paper be specified at the standard size instead of the augmented paper size. You must set the tab width separately. For example, if you are using Letter tab paper with half-inch tabs, you must set the paper size as 8.5×11, and the tab width as 0.5 inch. Correspondingly, when using an application such as Microsoft Word, you must specify the pages as normal Letter paper in the document.

When you send a job to print, specify the tab pages in Mixed Media in Job Properties. Set the page size to standard Letter and select the Tab Shift check box.

The following procedures describe specifying the settings for a tab job.

TO SPECIFY MEDIA FOR A TAB JOB IN AN APPLICATION

- **Set the page size as regular Letter (or A4 or any standard size) without including the tab width.**

Do not use the setting for Tab Paper in the application.

TO SPECIFY TAB MEDIA ON THE PRINTER/COPIER

- 1 Press the Tray Paper Setting button.**
- 2 Select a tray.**
- 3 Load the tab media that you want to use in the tray.**
- 4 Select the standard paper size that corresponds to the page size of the job.**
- 5 Set the paper type to Tab Stock.**
- 6 For Tab Position Shift, enter the tab width.**
- 7 Press OK to display the Tray Paper Setting.**
- 8 Note the feed direction.**
- 9 Press Exit to return to the Pro C900/C900S control panel.**

After specifying the tab stock and setting up tray association on the printer/copier, you must map the Paper Catalog media entry and the tray association on the Pro C900/C900S.

Follow the procedure for mapping Paper Catalog entries and associating the entry with the correct tray on [page 2](#).

NOTE: When setting up the Paper Catalog entry, specify the standard paper size.

The following procedure describes setting job properties.

TO SPECIFY TAB MEDIA SETTINGS IN JOB PROPERTIES

- 1 Send the job to the Hold queue in Command WorkStation.**
- 2 Select the job and open Job Properties.**
- 3 On the Media tab, open Mixed Media and click New Tab.**
- 4 Select the Paper Catalog entry that you created.**
- 5 Select Tab Shift.**
- 6 Click OK.**
- 7 Print the job.**

Mapping media size

The following table describes the correspondence between the printer/copier paper size, the paper size in the printer driver, and the Paper Catalog paper size. When mapping a Paper Catalog entry to a media size setting on the printer/copier, set the specified Paper Catalog media size using the value in the table to match the corresponding printer/copier paper size.

Printer Driver paper size	Printer/Copier paper size	Paper Catalog paper size attribute
A3	A3	A3
B4(JIS)	B4	B4
A4	A4	A4
B5(JIS)	B5	B5
A5	A5	A5
11x17	11x17	Tabloid
Legal	8-1/2x14	Legal
Letter	8-1/2x11	Letter
5.5x8.5	5-1/2x8-1/2	Statement
8.25x13	8-1/4x13	Folio
8.5x13	8-1/2x13	Fan Fold German Legal
8x13	8x13	8x13
Executive	7-1/4x10-1/2	Executive
11x15	11x15	11x15
11x14	11x14	11x14
10x15	10x15	10x15
10x14	10x14	10x14
8.25x14	8-1/4x14	8.25x14
8x10	8x10	8x10
SRA3	SRA3	SR-A3
12x18	12x18	Tabloid Extra

Mapping media attributes

The following table describes the correspondence between the printer/copier paper types and the Paper Catalog media attributes. When mapping a Paper Catalog entry to a media setting on the printer/copier, set the specified Paper Catalog media attributes to the values in the table to match the corresponding printer/copier paper type.

Printer/Copier paper type	Paper Catalog media attribute	Paper Catalog media value
Plain (No Display)	Back Coating	None
	Front Coating	None
	Media type	Paper
Coated 1	Back Coating	None
	Front Coating	Coated
	Media Type	Paper
Coated 2	Back Coating	None
	Front Coating	Glossy
	Media Type	Paper
Coated 3	Back Coating	None
	Front Coating	Matte
	Media Type	Paper
Special 1 (version 3.0 only)	Texture	Light Cockle
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Special 2 (version 3.0 only)	Texture	Machine Finished
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Special 3 (version 3.0 only)	Texture	Mottled
	Back Coating	None
	Front Coating	None
	Media Type	Paper

Printer/Copier paper type	Paper Catalog media attribute	Paper Catalog media value
Special 4 (version 3.0 only)	Texture	Traditional Laid
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Special 5 (version 3.0 only)	Texture	Uncalendared
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Special 6 (version 3.0 only)	Texture	English
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Recycled	Recycled Percentage	1-100
	Back Coating	None
	Front Coating	None
	Media Type	Paper
PrePrinted	Pre Printed	True
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Letterhead	Media Type Details	Letterhead
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Tab Stock (version 3.0 only)	Media Type Details	PreCut Tabs
	Back Coating	None
	Front Coating	None
	Media Type	Paper

Printer/Copier paper type	Paper Catalog media attribute	Paper Catalog media value
Tab Stock (version 1.0 and version 2.0 only)	Media Type Details	Tab Stock
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Labels	Media Type Details	Labels
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Envelope	Media Type Details	Envelope
	Back Coating	None
	Front Coating	None
	Media Type	Paper
PrePunched	Hole Type	S-generic
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Yellow	Media Color Name	Yellow
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Green	Media Color Name	Green
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Gray	Media Color Name	Gray
	Back Coating	None
	Front Coating	None
	Media Type	Paper

Printer/Copier paper type	Paper Catalog media attribute	Paper Catalog media value
Blue	Media Color Name	Blue
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Ivory	Media Color Name	Ivory
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Orange	Media Color Name	Orange
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Pink	Media Color Name	Pink
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Red	Media Color Name	Red
	Back Coating	None
	Front Coating	None
	Media Type	Paper
Color 1 (version 3.0 only)	Media Color Name	Any non-white color not listed above
	Back Coating	None
	Front Coating	None
	Media Type	Paper

NOTE: Special 1-6, Color 1, Color 2, Card Stock, Bond, and Back Copied on the version 1.0 and version 2.0 printer/copier are not mapped.

NOTE: Color 2, Card Stock, Bond, Back Copied on the version 3.0 printer/copier are not mapped.

Mapping media thickness

On the printer/copier display panel, “Paper Thickness” corresponds to a weight setting. When specifying a media entry and making a tray association on the printer/copier, you must map the corresponding Paper Catalog entry to the correct weight range. This is important for tray association on the Pro C900/C900S. If you do not specify the weight range that corresponds to the Paper Thickness on the printer/copier, the Paper/Tray Association window will not list the media entry.

The following table describes the correspondence between Paper Thickness settings on the printer/copier and weight settings in Paper Catalog.

Printer/Copier paper thickness	Weight range (gsm) in Paper Catalog on Pro C900/C900S
Thin	60 - 75
Normal	76 - 100
Middle Thick	101 - 126
Thick 1	127 - 156
Thick 2	157 - 220
Thick 3	221 - 300

NOTE: The default Paper Catalog weight setting is 85 gsm.

Changing or deleting a Paper Catalog entry

If a Paper Catalog media entry has been selected for a job that is in the Hold queue or Printed queue, the Paper Catalog entry is locked, and you cannot modify or delete the entry. To make changes to the Paper Catalog entry, you must delete the job from the queues, or change the Paper Catalog setting in Job Properties.

Printed in Japan
D016-7112



D0167112