

Extended Copy Jobs - Presets

Copy presets on the user panel

Introduction

When you do not make different settings in Océ Express WebTools, the printer uses the default presets for print, copy, and scan jobs.

Below the presets you can use to change the settings for copy jobs on the multi-touch user panel are listed. The copy presets are divided in four categories: 'Media', 'Layout', 'Image', 'Finishing'.



Note:

For more information on how to change the preset settings, see *'Set the copy presets'* on page 141.

Copy presets on the user panel

'Media'	'Layout'	'Image'	'Finishing'
'Any loaded media' 1	'1:1'	'CAD greyscale'	'Top Delivery Tray'
Media size and type of roll 1	'Half size'	'CAD colour'	'Back output'
Media size and type of roll 2	'Fit to media width'	'Photo'	'Custom'
'Custom'	'Custom'	'Custom'	

Make a half size copy

Introduction

When you want to scale your original to a 50% copy, you can select a preset on the user panel.

Make a half size copy

1. Feed the original face up and centred on the original feeding table.

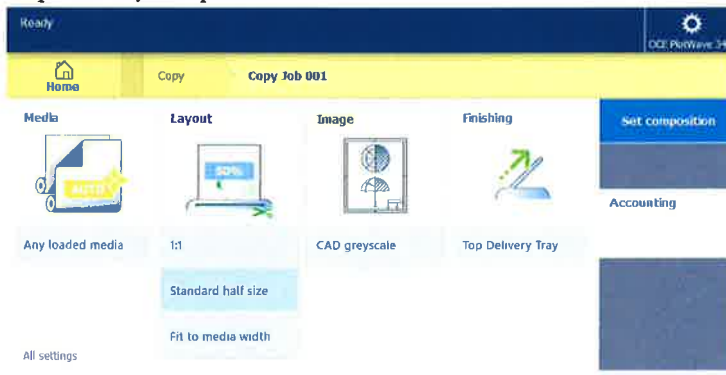


Note:

You do not need to centre the original precisely. The exact position of the original is automatically detected by the scanner.

The 'Copy' tile is automatically selected on the user panel.

2. Tap the 'Copy' tile. A window with a list of presets opens.
3. Tap the 'Layout' preset.



4. Tap 'Half size'.
5. Define the number of copies and tap the green button.

Result

The printer copies to 50%.

Copy by set

Introduction

You can use the 'Create set' option to make multiple sets of copies.

How to copy by set

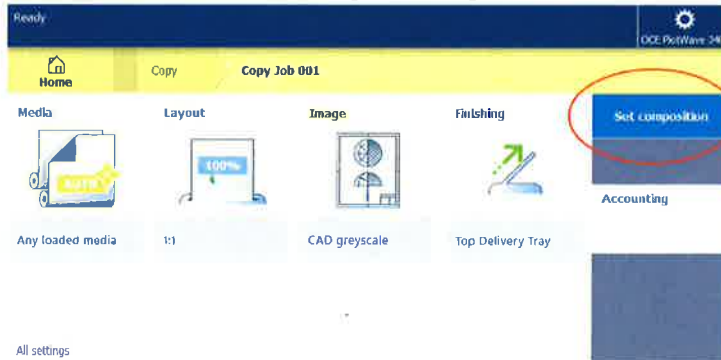
1. Feed the original face up and centred on the original feeding table.



Note:

You do not need to centre the original precisely. The exact position of the original is automatically detected by the scanner.

2. Tap the 'Copy' tile. A window with a list of presets opens.
3. In the job pane on the right, tap 'Set composition'.



The green button changes colour and displays 'Add'.

4. Tap the button to start scanning.
5. When the printer releases the original, insert the next original.
6. Tap the green button. The scan is added to the set.
Repeat this step until your set is complete.
7. Tap the 'Finish set' tile, to finish the set.

Result

The printer copies the set of originals.

Extended Copy Jobs - Advanced Settings


Advanced settings for copy jobs

Introduction

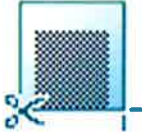
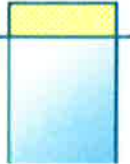
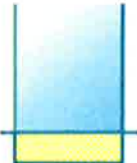
When you tap the 'Copy' tile on the multi-touch user panel, you can make your own settings.





Apart from the preset tiles, you can select the advanced settings under 'All settings'. These settings are used for extended copy jobs. The following table gives an overview and a short description of the available settings on the printer. You can find a detailed description of each setting in Océ Express WebTools.


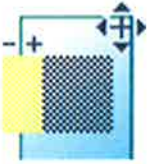
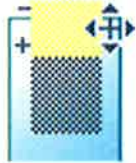
Preset category: 'Media'



Preset	Settings values	Function
'Media type'	Any type List of media types	The type of media you use.
'Media size'	Any size List of media sizes	The size of media you use.
'Media source'	'Automatic' 'Roll 1' (description of media type and media size loaded on roll 1) 'Roll 2' (description of media type and media size loaded on roll 2) 'Manual'	Define the media feed to copy or print on. When you select 'Auto' the printer automatically selects the media roll. 

Preset category: 'Layout'




Preset	Settings values	Function
'Cut size'	'Cut method': <ul style="list-style-type: none"> ■ 'Synchro' ■ 'Standard' ■ 'Custom' 	<p>When set to 'Synchro', the print is cut depended of the image.</p> <p>When set to 'Standard', the print is cut to a standard media size.</p> <p>When set to 'Custom', you must enter the sizes manually.</p> 
	'Add a leading strip'	<p>Adds a blank strip at the beginning of the output.</p> <p>From 0 to 400 mm, or 0 to 16".</p> 
	'Add a trailing strip'	<p>Adds a blank strip at the end of the output.</p> <p>From 0 to 400 mm, or 0 to 16".</p> 



Preset	Settings values	Function
'Remove strip'	'Top'	'Erase a strip from the beginning of the original.' From 0 to 400 mm, or 0 to 16". 
	'Bottom'	'Erase a strip from the bottom of the original.' From 0 to 400 mm, or 0 to 16". 
	'Left'	'Erase a strip from the left side of the original.' From 0 to 400 mm, or 0 to 16". 
	'Right'	'Erase a strip from the right side of the original.' From 0 to 400 mm, or 0 to 16". 



Preset	Settings values	Function
'Positioning'	<p>'Alignment':</p> <ul style="list-style-type: none"> ■ 'Top left' ■ 'Top' ■ 'Top right' ■ 'Left' ■ 'Centre' ■ 'Right' ■ 'Bottom left' ■ 'Bottom' ■ 'Bottom right' 	<p>'Aligns the image on the media.'</p> 
	'Horizontal shift'	<p>'Shifts the image in the horizontal direction (after alignment to one of the positions given in 'Alignment').'</p> <p>From - 914 mm to 914 mm, or - 36" to 36".</p> 
	'Vertical shift'	<p>'Shifts the image in the vertical direction (after alignment to one of positions given in 'Alignment').'</p> <p>From - 1219 mm to 1219 mm, or - 48" to 48".</p> 





Preset	Settings values	Function
'Scale'	'1:1'	Scales the image to the original size.
	'To media size'	Scales to the selected media width.
	'To standard size'	Scales the image to fit the media size you select from a list. 
	'Custom'	Scales the image to a custom percentage. 10 - 1000%' 

Preset category: 'Image'


Preset	Settings values	Settings values	Function
'Original'	'Original type'	'Lines/text standard' 'Lines/text draft' 'Coloured original' 'Folded lines/text' 'Blueprint' 'Dark original' 'Photo'	Define the type of original you use. For more information on choosing the correct original type, see <i>'Advised settings for copy jobs'</i> on page 219. 
	'Background compensation'	'Auto' 'On' 'Off'	Reduce the background noise of the image. 
	'Original width'	'Auto'	The width of the original is automatically detected by the scanner. 
		'Standard' Selection of available standard sizes: <ul style="list-style-type: none"> ■ 'A0' ■ 'A1' ■ 'A2' ■ 'A3' ■ 'E+ (36")' ■ 'B1 (707 mm)' ■ 'B2 (500 mm)' 	

Preset	Settings values	Settings values	Function
			<p>The width of the original is a standard size.</p>  <p>i <i>Note:</i> Depends on the media series you define in Océ Express WebTools</p>
		<p>'Custom' You can enter a size within the range of 210 to 914 mm, or 8.5 to 36".</p>	<p>The width of the original is a custom size.</p> 

Preset	Settings values	Settings values	Function
'Image'	'Colour highlighting'	'On' 'Off'	When enabled all coloured information is printed darker on the original than black/grey information. For instance, marked or highlighted text becomes more visible. i <i>Note:</i> It is only relevant for the copy modes: 'Coloured original', 'Lines/text standard', 'Lines/text draft', 'Folded lines/text', 'Dark original'.
	'Lighter/Darker'	Value from -5 to 5	'Increase the value for darker prints; decrease for lighter prints.'
	'Mirror'	'On' 'Off'	'When 'on', the image is mirrored along the vertical axis (the media transport direction).' 
'Stamp'	Select a stamp from the list.	i <i>Note:</i> For more information on how to create a stamp, see 'Create a stamp' on page 150	Copy with a stamp 

Preset	Settings values	Settings values	Function
'Area to erase'	'Area to erase: X origin'	From 0 to 914 mm, or 0 to 36"	'The horizontal offset where the erase area starts.' 
	'Area to erase: Y origin'	From 0 to 600 mm, or 0 to 250"	'The vertical offset where the erase area starts.' 
	'Area to erase: width'	From 0 to 914 mm, or 0 to 36"	'The width of the area to erase.' 
	'Area to erase: length'	From 0 to 600 mm, or 0 to 250"	'The length of the area to erase.' 

Preset category: 'Finishing'

Preset	Settings values	Function
'Delivery'	'Top Delivery Tray'	Location on top of the printer, that deposits the sheet face-down.  Note: Not all media types can be delivered to the 'Top Delivery Tray'.
	'Back output'	Location at the back of the printer, that deposits the sheet face-up.
'Fold'	'On' 'Off'	When enabled and a finisher is installed, you can fold your output.

Make a copy and add a strip

Introduction

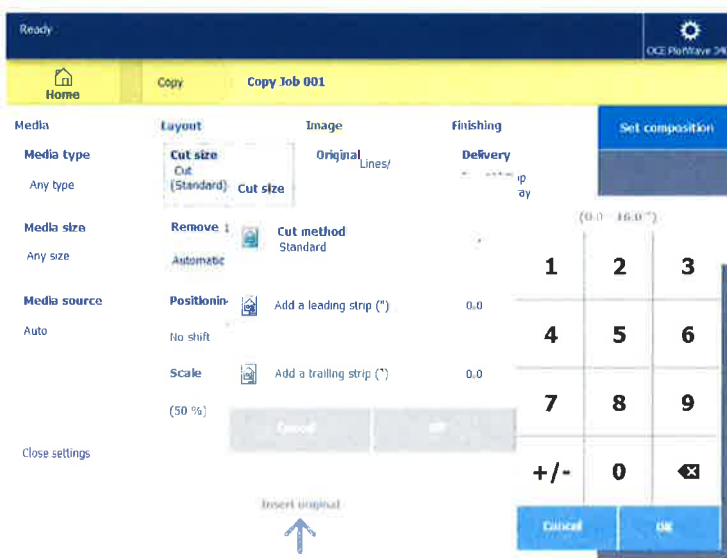
When you make a copy, you can add a strip to a document.
Use 'Sheet size' to copy an original without a strip, and add a strip to the copy. You can add a strip at the top or bottom of a copy.



Note:

For more information on the cut size settings, see 'Preset category:Layout' on page 227.

Illustration



How to make a copy and add a strip

1. Feed the original face up and centred on the original feeding table.

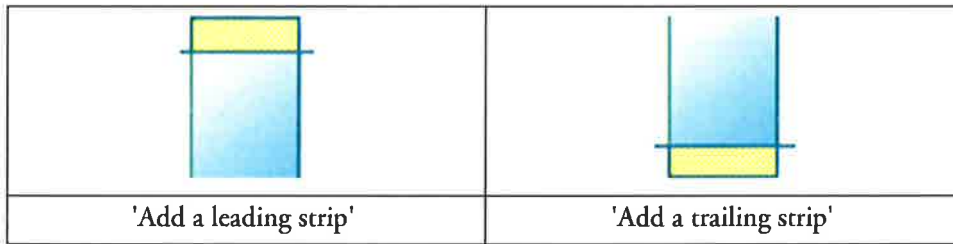


Note:

You do not need to centre the original precisely. The exact position of the original is automatically detected by the scanner.

2. Tap the 'Copy' tile. A window with a list of presets opens.
3. Tap 'All settings'. A list with settings opens.

4. Tap 'Cut size' under the 'Layout' preset.



5. Tap 'Add a leading strip' or 'Add a trailing strip', and define the values.
6. Make your settings and tap 'OK'.
7. Define the number of copies and tap the green button.

Result

The document is printed with a strip attached to the top or bottom.

Make a copy and remove a strip

Introduction

When you have an original with a strip, you can remove the strip from your copy. Use the option on the user panel to copy an original with a strip, and remove the strip from the copy. You can remove a strip from the top, the bottom, the left, or the right side of the original.

Before you begin

When you remove a strip, make sure that you copy all the required information.



Note:

For more information on the cut size settings, see *Preset category:Layout* on page 227.

How to make a copy and remove a strip

1. Feed the original face up and centred on the original feeding table.

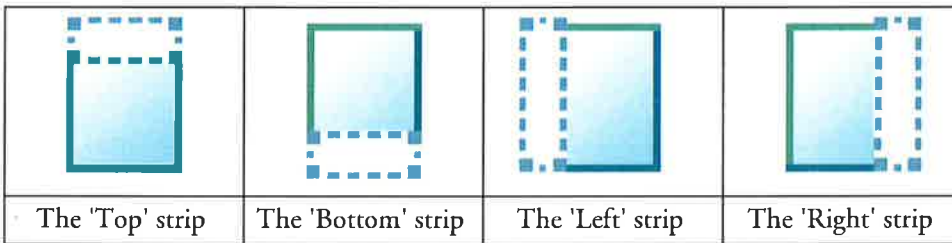


Note:

You do not need to centre the original precisely. The exact position of the original is automatically detected by the scanner.

The 'Copy' tile is automatically selected on the user panel.

2. Tap the 'Copy' tile. A window with a list of presets opens.
3. Tap 'All settings'. A list with settings opens.



4. Tap 'Remove strip' under the 'Layout' preset.
5. Select 'Top', 'Bottom', 'Left', or 'Right' and define the values.
6. Make your settings and tap 'OK'.
7. Define the number of copies and tap the green button.