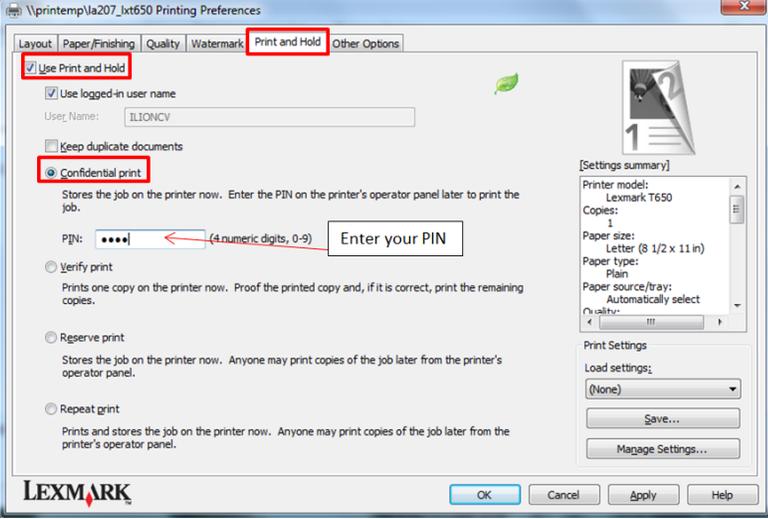
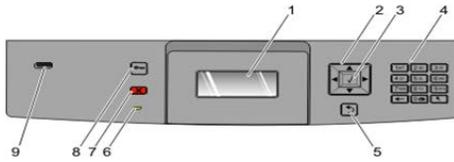
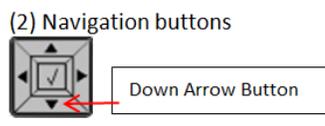


Printing a confidential job to the Lexmark T650 Printer

If you print a job that is personal or confidential, and you do not want anyone else to see it, the printer can hold your job in memory until you arrive at the printer.

When you send a confidential print job to the printer, you must create a PIN from the computer. The PIN must be four digits using the numbers 0–9. The job is held in printer memory until you enter the PIN from the printer control panel and choose to print or delete the job.

Task	Screen Shot
<p>1. To print a confidential job:</p> <ul style="list-style-type: none"> In your word processor, spreadsheet, browser, or other application, select file, print, select the printer Select Printer properties Click the Print and Hold tab Check Use Print and Hold Check Confidential Print Enter your PIN(4 numeric digits, 0-9) Click OK 	
<p>2. Release your job at the printer</p> <ul style="list-style-type: none"> Go to the printer 	 <p style="text-align: center;">Printer's Control Panel</p>
<p>3. From the printer control panel:</p> <ul style="list-style-type: none"> Press the arrow buttons until ✓ Held jobs appears, press ✓. Press the arrow buttons until ✓ appears next to your user name, press ✓. Press the arrow buttons until ✓ appears next to the job type or job 	 <p>(2) Navigation buttons</p>

Task	Screen Shot
name, press <input type="checkbox"/> . <ul style="list-style-type: none"> • After selecting your job type, use the keypad to enter your PIN 	
4. If you enter an invalid PIN, the Invalid PIN screen appears. <ul style="list-style-type: none"> • To re-enter the PIN, make sure try again appears, and then press <input type="checkbox"/>. • To cancel the PIN, press the arrow buttons until cancel appears, and then press <input type="checkbox"/>. 	
5. Press the arrow buttons until ✓ appears next to the job you want to print, and then press <input type="checkbox"/>.	
6. Press the arrow buttons until ✓ appears next to the number of copies you want to print, and then press <input type="checkbox"/>. Note: Use the keypad to enter a number if necessary.	
7. Select your job type, use the keypad to enter your PIN.	