WorkCentre®
3210 / 3220
A4
Black and White
Multifunction Printer

Xerox WorkCentre® 3210 / 3220 Multifunction Laser Printer

Maximised efficiency, tailored to your desktop

xerox

WorkCentre® 3210/3220 Multifunction Laser Printer

True office productivity on your desktop. The WorkCentre 3210/3220 is a highly compact device complete with extensive features to increase performance and manage costs. This value-packed and reliable all-in-one print/copy/scan/fax device has been designed for individuals and small workteams in mind.

Performance-tuned for busy professionals

The WorkCentre 3210/3220 puts a premium on efficiency, giving you the power and functions you need to stay on top of heavy workloads.

28 ppm

- **Fast output keeps pace with high demand.** Print speeds up to 28 ppm, and a rapid first-page-out time of less than 8.5 seconds, deliver documents fast.
- **Concurrent operation.** This means you can quickly scan a file when you need it, even while other jobs are printing.
- **Flexible paper handling.** Reliably feed a wide variety of media, including cardstocks, transparencies, envelopes and papers ranging from 60 – 163 gsm.
- **Sharp, clear images and text,** with up to 1200 x 1200 enhanced image quality plus PCL® 6 and PCL 5e printer languages. The WorkCentre 3220 includes Adobe® PostScript® 3™ compatibility.
- **Find your most-needed functions fast.** Using the user-friendly front panel with large, easy-to-read buttons and a two-line LCD display.
- **Set-up is easy,** thanks to the installation video, simplified network and driver installation.
- **No-hassle maintenance.** An all-in-one user-replaceable print cartridge keeps intervention to a minimum, and a robust monthly duty cycle of up to 30,000 pages (3210) and 50,000 pages (3220) ensures reliable operation day after day.

Outstanding overall value

The WorkCentre 3210/3220 delivers more for your money and helps small offices gain efficiency while keeping costs down.

- **Affordable price.** Lets you add superior office capabilities without breaking your budget.
- **Combines critical functions.** Operating one device that does the work of four reduces operating costs and service calls.
- **High productivity right out of the box,** with built-in networking and everything you need to start using this multifunction printer within a few minutes of setup.
- **Choose long-lasting high-capacity print cartridges.** This will lower your cost per print and minimise printer intervention.
- **An array of security features.** Includes Secure Fax Receive, which holds a fax until an authorised user logs in to retrieve it, along with SNMPv3 and IPv6 ensure that private data stays secure.
- **Xerox quality, reliability and performance.** Backed by Xerox Service and Support and a standard one-year warranty.
- **Front panel USB port.** Offers convenient scanning to and printing from a USB memory drive.

Conserve resources and stay green.

- **Energy Star qualified.** Saves on power consumption.
- **Reduce paper use,** with automatic two-sided printing on the WorkCentre 3220.
- **Adjustable power save mode.** Puts you in control of your multifunction printer's power bill.
- **Increase toner yield.** Achieved by using Toner Saver mode on draft documents.
- **One set of consumables.** Saves money and storage space. No more purchasing supplies for separate print, fax and copy machines.
- **Save paper with digital workflows,** letting you distribute documents electronically instead of on paper.

WorkCentre® 3210 / 3220 Quick Facts

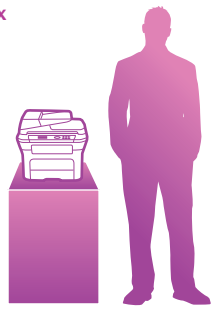
- Up to 24 ppm and 28 ppm
- 250-sheet paper capacity, expandable to 500 sheets
- 600 x 600 dpi (1200 x 1200 enhanced image quality)
- 360 MHz processor
- 128 MB memory (384 MB maximum)
- Colour scanning

Print / Copy / Scan / Fax

A4

24 28 ppm

WxDxH:
445.2 x 410.5 x 395.3 mm
3210: 13.8 kg
3220: 13.9 kg



Small-office friendly

All the office-ready features you need, sized to fit your workspace.

- **Compact, quiet and lightweight.** The WorkCentre 3210/3220 fits perfectly in tight, busy spaces.
- **Colour scanning.** Quickly converts paper into electronic documents on your network, ready to be saved to a network or desktop folder, inserted into an application, sent to an email inbox (WorkCentre 3220) or stored on a USB memory drive.
- **Included scan software.** Provides helpful tools for editing and document manipulation, and for organising and distributing your scanned files.
- **Edit and organise,** scanned files with Optical Character Recognition scanning tools.
- **Advanced fax features.** Includes broadcast (multisend) faxing, fax forwarding to email* and fax speed dials let you replace less cost-effective standalone fax machines with a single, well-integrated device.
- **PC/LAN Fax.** Allows paperless faxing right from your desktop.
- **Manage from your desktop.** Using CentreWare® Internet Services allows you to configure, update, view status and receive event alerts remotely.
- **Expand paper capacity.** An optional 250-sheet paper tray gives you 500-sheet total capacity to reduce paper-changing trips.
- **Work team-ready,** this multifunction printer supports a diverse office environment with Microsoft® Windows®, Linux and Apple® Macintosh® systems.

* WC3220 only

1 Automatic Document Feeder holds 50 sheets.

2 Automatic two-sided printing on the WorkCentre 3220 saves paper and money.

3 Single-sheet multipurpose tray can handle envelopes, labels, postcards and transparencies.

4 250-sheet tray provides plenty of paper capacity for workgroup printing, copying and faxing.

5 Optional 250-sheet tray brings total capacity to 500 sheets.

6 USB memory port lets you save to, or print directly from, a USB drive — no computer needed.

7 Paper level indicator shows the sheets remaining in the tray.

8 Find frequently used fax numbers and email addresses in address book. You can also print an address list.

9 Four-way directional pad eases menu navigation.

10 Copy both sides of an ID card to a single side of paper with ID Card Copy feature.

	WorkCentre 3210	WorkCentre 3220
Speed	Up to 24 ppm (A4)	Up to 28 ppm (A4)
Duty Cycle	Up to 30,000 pages / month	Up to 50,000 pages / month
Paper Handling Paper input Standard	**Automatic Document Feeder:** 50 sheets; Custom Sizes: 142 x 148 mm to 216 x 356 mm	
	Multipurpose Tray: 1 sheet; Sizes: 76 x 127 mm to 216 x 356 mm	
	Main Tray 1: 250 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm	
Optional	**Tray 2:** 250 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm	
Automatic two-sided printing	NA	Standard
Paper output	150 sheets	
Print First-page-out-time	As fast as 9.5 seconds	As fast as 8.5 seconds
Print resolution	600 x 600 dpi (1200 x 1200 enhanced image quality)	
Processor	360 MHz	
Memory (std / max)	128 MB / 384 MB	
Connectivity	10/100 Base-TX Ethernet, USB 2.0	
Page description languages	PCL® 6 and PCL®5e emulations, GDI (for Mac and Linux)	PCL® 6 and PCL®5e emulations, PDF 1.4, PostScript® 3™ compatibility
Print features	Custom-size pages, Watermarks, Poster printing, N-Up, Fit to Page, Scaling, Overlays, Reduce/Enlarge, Toner Saver, Print from USB memory drive , booklet printing	
Copy First-page-out-time	As fast as 11 seconds	
Copy resolution	Up to 600 x 600 dpi (1200 x 1200 interpolated)	
Copy features	Reduce/Enlarge (25 – 400 %), Auto background suppression, 3 level darkness control, Collation (ADF only), ID Card Copy, N-Up (2-up, 4-up), Clone (platen only), Poster Copying (platen only)	
	NA	Two-sided (automatic 1:2 duplex copy, Manual 2:2 copying (no collation))
Fax	Embedded fax (33.6 Kbps with MH/MR/MMR/JBIG/JPEG compression)	
Fax features	Secure fax receive, PC/LAN Fax (send only), Fax forward to fax, Junk fax barrier, Searchable address book, Auto reduction, Battery backup, Distinctive ring, Broadcast (multisend) fax, Up to 200 group dial/broadcast locations, 200 speed dial locations, Delayed fax, Memory receive, Colour fax send, Fax reports, Up to 300 x 300 dpi, 4 MB (225 pages)	
	NA	Fax forward to email, Two-sided fax receive
Scan Scan destinations	Scan to application, Network Scan to PC, Scan to USB memory drive	Scan to application, Network Scan to PC, Scan to USB memory drive, Scan to email (up to 200 entries)
Scan features	Scan to PC Desktop® SE Personal Edition; PDF; JPEG; TIFF; Multi-page TIFF; BMP; Colour Scanning; USB, TWAIN, WIA drivers, Up to 4800 x 4800 enhanced dpi	
Security	IP Filtering, SNMPv3, Port Control, IPv6, Secure IPP, Scan-to-email with user authentication, Secure fax receive	
Warranty	One-year on-site warranty. Plus optional service extensions available	

Device Management
CentreWare® Internet Services, CentreWare Web, WebJet Admin Interface

Print Drivers
Windows® 2000/XP (32/64 bit)/Vista/2003 Server/2008 Server, Mac OS® X version 10.3 and above, Various Linux® OS (via USB interface only) including Red Hat® 8-9, Fedora™ Core 1-4, Mandrake® 9.2-10.1, SUSE® 8.2-9.2, Mandriva 2005/2006/2007 (32/64 bit), Ubuntu 6.06-7.04, Debian 3.1-4.0, UNIX AT&T system V (4.2) BSD4.3, HP-UX (Rel 9x & 10x), SCO 5.x, SUN OS 5.5, Sparc or Solaris 2.5, Xerox Global Print Driver™, Xerox Mobile Express Driver™ (WorkCentre 3220)

Media Handling
Main Tray & Tray 2: 60 – 105 gsm; Multipurpose Tray: 60 – 163 gsm; ADF: 60 – 105 gsm; Media types: Plain paper, envelopes, labels, card stock, transparencies

Operating Environment
Operating: 10° to 32° C; Storage: -20° to 40 ° C; Relative humidity: 20 to 80 %; Sound pressure levels: Printing: **3210:** 49 dB(A), **3220:** 50 dB(A), Standby: 26 dB(A); Warm-up time (from Power Save): Less than 2 seconds; Warm-up time (from power on): Less than 54 seconds

Electrical
Power: 220–240 VAC, 50/60 Hz; Power consumption: Standby: 60 W; Printing: 450 W; Power save: 12 W; ENERGY STAR® qualified

Dimensions (WxDxH)
445.2 x 410.5 x 395.3 mm; Weight: **3210:** 13.8 kg, **3220:** 13.9 kg; Package Dimensions (WxDxH): 584 x 551 x 526 mm; Weight: 17.8 kg

Certifications
Listed UL 60950-1/CSA 609501-1-03, CE Mark applicable to Directives 2006/95/EC, 2004/108/EC, and 99/5/EC, FCC Part 15 Class B, FCC Part 68

What Comes In The Box
- WorkCentre 3210/3220
- Print Cartridge (2,000 pages[1])
- Software (Scan to PC Desktop SE Personal Edition with Single license for support for OmniPage and PaperPort)
- Documentation CD (with User Manual, Quick Installation Guide and Warranty Statement)
- Fax cord
- Power cord
- USB Cable

Supplies

Standard-capacity print cartridge:[1]	
2,000 pages	106R01485
High-capacity print cartridge:[1]	
4,100 pages	106R01486

[1] Average standard pages. Declared Yield in accordance with ISO/IEC 19752. Yield will vary based on image, area coverage and print mode.

Options

256 MB Memory	098N02189
Additional Paper Tray	098N02204
Wireless network adaptor	
- European power converter*	097S03741
- UK power converter	097S03742

* not available in Switzerland and Denmark

Supplies Recycling Programme
Consumables for the WorkCentre 3210/3220 are part of the Xerox Green World Alliance Supplies Recycling Programme. For more information, please visit the Green World Alliance website at **www.xerox.com/gwa**

Call today. For more information, call or visit us at **www.xerox.com/office**

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