C2665dnf Color Laser Multifunction Printer | Dell Document Hub Quick Reference Guide

Front and Rear View



1	Duplex Automatic Document Feeder (DADF)	13	Operator Panel
2	Transfer Belt Unit	14	Top Cover
3	Drum Cartridge	15	Ethernet Port
4	Waste Toner Box	16	USB Port
5	Power Switch	17	Wireless Adapter Socket
6	Right Side Cover	18	Phone Connector
7	Trayl	19	Wall Jack Connector
8	Optional 550-Sheet Feeder (Tray2)	20	Left Side Cover
9	Multipurpose Feeder (MPF)	21	2nd Belt Transfer Roller (2nd BTR)
10	Toner Cartridge	22	Fusing Unit
11	Front Cover	23	Power Connector
12	Front USB Port	24	Rear Cover



About the Operator Panel

The operator panel has a touch panel, a status LED, control buttons, and a number pad, which allows you to control the printer.



1	(Home) button	Moves to the Home screen.
2	-O (Login/Logout) button	Logs out if pressed while the user is logged in.
3	Touch Panel	Specifies the settings by directly tapping the screen. Displays various settings, instructions, and error messages.
4	Status LED (Ready/Error)	Shows a green light when the printer is ready and a blinking green light when data is being received. Shows an amber light when an error occurs and a blinking amber light when an unrecoverable print error occurs.
5	Number Pad	Enters numbers and characters.
6	(Redial/Pause) button	Re-dials a telephone number. Inserts a pause into a telephone number.
7	(Copy) button	Starts copying the document. Effective only from the Home screen while you are logged in to the printer.
8	(Power Saver) button	Enters or exits the Power Saver mode. When the printer is not used for a while, it enters the Power Saver mode to reduce power consumption.
9	(NFC)) (NFC) reader	Starts communication between the card and the printer when an NFC card is waved over the reader.
10	Quick Dial 2) button	Starts faxing the document to the number registered as "001" and "002" respectively of the FAX Speed Dial. Effective only when the Home screen is displayed.
11	(Delete) button	Deletes numbers and characters.
12	Job Status) button	Moves to the Job Status screen. From this screen, you can check or cancel active jobs.
13	(Information) button	Moves to the Information screen. You can access various information and settings menu, check consumable levels and network status, and print various types of reports and lists.

NOTE: Moving to a different menu or returning to a previous screen cancels the current entry or setting. Make sure to select OK to save the current entry or setting.

About the Home Screen

The Home screen is the default screen of the printer. See the table below for basic operations.



To select a tile	Tap the tile.		
To scroll the screen	Swipe the screen by dragging your finger on the screen. To scroll faster, flick the screen.		
To display the status of the printer	Drag down the handle of the Notification Bar.		
To move the tiles	Tap and hold the tile you want to move, and drag the tile to the desired place.		
To add the tiles	Tap the Add App tile.		
To delete a tile	Tap and hold the tile you want to delete until $\overleftarrow{\mathbf{X}}$ appears, and then drag the tile to $\overleftarrow{\mathbf{X}}$. Tap OK to delete the tile.		

Loading Letterhead

The pre-printed paper such as letterhead and pre-punched paper must be inserted bottom edge first with the print side facing down as shown below.



NOTE: Set Letterhead 2-Sided or Letterhead Duplex Mode to Enable and Paper Type to Letterhead, Preprinted, or Prepunched from the operator panel or the printer driver even when you print on a single side of letterhead, preprinted, or pre-punched paper.

Loading an Envelope in the MPF

Load envelopes in the MPF as shown in the illustrations below.

CAUTION: Never use envelopes with windows, coated linings, or self-stick adhesives. These lead to paper jams and can cause damage to the printer.

NOTE: If you do not load envelopes in the MPF right after they have been removed from the packaging, they may bulge. To avoid jams, press firmly across the whole envelopes to flatten them before loading the envelopes in the MPF.

NOTE: The maximum height (quantity) of envelopes that can be loaded in the MPF is approximately 15 mm (0.59 inches) (15 envelopes).



Identifying the Location of Paper Jams

CAUTION: Do not attempt to clear any jams using tools or instruments. This may permanently damage the printer.

The following illustration shows where paper jams may occur along the print media path.



1	DADF	4	MPF
2	Fusing Unit	5	Optional 550-Sheet Feeder

3 Trayl

Finding Information For more information, access the Dell Printer Se	etup in the " <i>Software and Documentation</i> disc".
 Installation Video Setup instructions for printer hardware and optional accessories. 	 User's Guide Additional information about printer components, consumable replacement, available software, and troubleshooting.

Overview of the Dell Document Hub

The Dell Document Hub is a convenient one-stop gateway to a variety of cloud services to help you manage your documents. With the Dell Document Hub, you can convert hard copy documents into editable digital content and store them directly in your preferred cloud storage service. You can search for files across multiple clouds simultaneously and then share and print content easily.

Register and Use

- 1. Go to www.dell.com/dochub to sign up for a free account.
- 2. Activate your account by following the instructions in the e-mail sent to you.
- 3. Connect your preferred cloud services from the Dell Document Hub portal.
- 4. Tap the Dell Document Hub tile from the printer.
- Sign in to the Dell Document Hub with your e-mail address and password, and automatically log in to connected cloud services.
- 6. Tap the Dell Document Hub feature tiles to begin use.



Dell Document Hub Features



1	Search for Files	Search for your files across multiple cloud services that are connected from www.dell.com/dochub.
2	Scan	Scan your document in PDF * or JPG format and store it in the selected cloud service.
3	E-mail Me	Conveniently e-mail the scanned document to your Dell Document Hub registered e-mail address without any setup. Supported file formats include PDF*, searchable PDF, Microsoft Word, Excel, PowerPoint, secured PDF, and JPG.
4	Business Card Reader	E-mail the electronic business card (vCard) to your Dell Document Hub registered e-mail address. Add or save the vCard to your contacts list.
5	Smart OCR Scan	Scan your documents and convert them into editable and searchable files. Supported file formats include searchable PDF*, Microsoft Word, Excel, PowerPoint, and secured PDF.
6	Browse for Files	Navigate and locate your files from the supported cloud services.

* denotes default file format.

What Are These Icons?



1	Ø	Indicates that the cloud service is correctly associated with the Dell Document Hub.
2	ďó	Indicates that the cloud service is not associated, or not linked correctly. Go to www.dell.com/dochub to link it again
3	()	Indicates that the cloud service link with the Dell Document Hub has expired. Go to www.dell.com/dochub to link it again.
4	Q	Tap to search for files in the current folder and subfolders (if any) from the selected cloud service.
5	${}^{A}_{Z}$	Tap to sort the results in ascending, descending, or by cloud services order.
6	O	Tap to change print, scan or e-mail settings.
7	Ŕ	Tap to preview the selected files, up to the first three pages of each file.
8		Tap to save print, scan, e-mail settings or folder as Favorite.

How to Use "Search for Files"

- 1. Tap the Search for Files tile in the **Dell Document Hub** screen.
- 2. Enter the keywords, and tap Search.



3. Tap and select up to10 files to print from the search results.



Tap to preview the file before printing.

4. Tap Print to start printing.

How to Use "Browse for Files"

- 1. Tap the Browse for Files tile in the Dell Document Hub screen.
- 2. Tap the cloud service you want to browse in.

	🛜 12:25PM
Cloud Service	
🛆 Google Drive	P
box Box	P
See Dropbox	P
Back	

To scroll the list, flick the screen up or down.

3. Tap the location you want to browse in, and tap the files you want to print.

Ga	oglo Drivo			4	12	:25PM
GU						1
	Photo					_
	Docun	nent				
	💼 Map					
	Back	Q	•			

4. Tap Print to start printing.

How to Use "Smart OCR Scan"

- 1. Tap the Smart OCR Scan tile in the Dell Document Hub screen.
- 2. Tap the destination cloud service you want to save the converted file to.

	🛜 12:25PM
Cloud Service	
🝐 Google Drive	P
box Box	P
See Dropbox	P
Back Q	

3. Tap the location you want to save the converted file to.

			\$	12:25PM
(Google Drive			
	Photo			
_	Document			
	Мар			
Ì	Back	Q	Ne	xt D

Tap \mathbf{Q} to search for your folder.

4. Tap Next if you want to save the file in the selected location.

Tap Back to return to the previous screen.

 Tap the File Name text box to enter the file name, and tap the File Format box to specify the file format to save the converted file.

Scan to Google	Drive		
File Name: img-1302141225			
File Format:	PDF(Searchable)		
Tag:	E.g. Dell, Do	c Hub	
Back	¢	Scan ▷	

Tap the Tag text box to enter the file tags. Use "," when entering multiple tags. NOTE: Tags are not available for some cloud services.

6. Tap Scan to start scanning using the OCR.

How to Use "E-mail Me"

- 1. Tap the E-mail Me tile in the Dell Document Hub screen.
- Tap the File Format box to specify the file format to save the scanned file, and tap the Subject text box to change the e-mail subject.

E-mail Me	
E-mail:	Natalie@XXXXX.com
File Format:	PDF
Subject:	Sent from Dell Document Hub
Back	Send D

3. Tap Send to start scanning and sending the scanned file as an attached file of an e-mail.