

e-STUDIO 2500c/3500c/3510c w GA-1210U Fiery

Steps to follow when creating a booklet or a hole punched document

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NOTE: Using Macintosh, the following options are not selectable (Greyed Out) unless the following steps are taken to enable them. "Booklet Maker"="Saddle-Left Binding", "Hole punch" = "(Left, Right, Top, Bottom)" and "Output Tray"="Saddle Tray".

1. To Create a Booklet

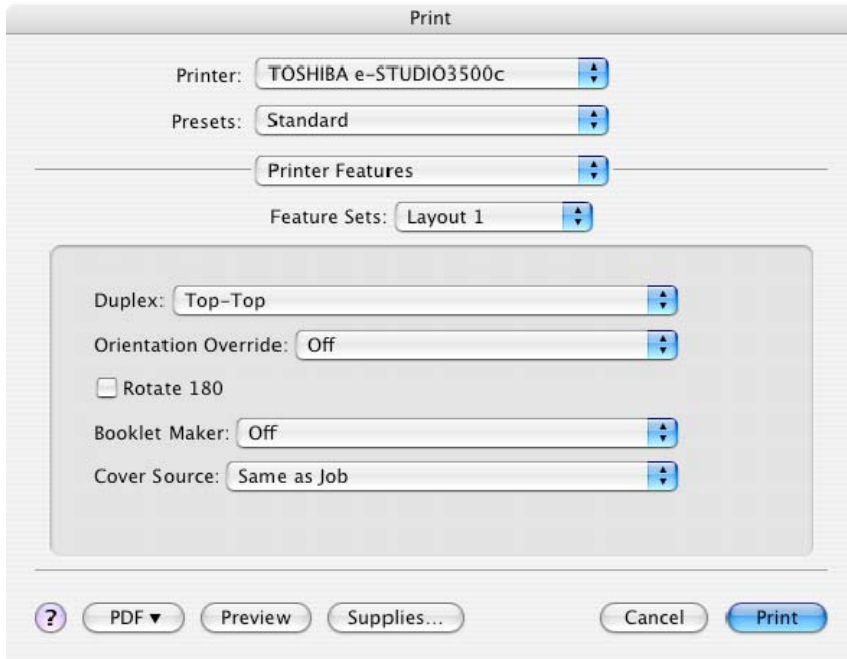
Step 1 - Open your document (Microsoft Word 2004 for Mac OS 10.4.9 is used in this example. These steps may be useful for other Mac applications but they have not been test.)

Step 2 - Select File/Print. Select your GA-1210U controller.

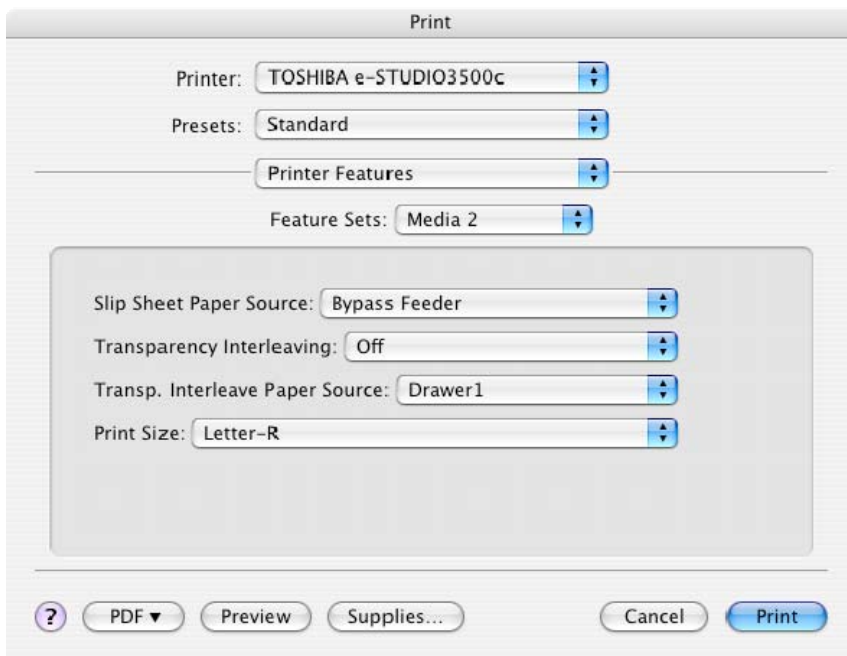
Step 3 - Select "Printer Features", then select "Feature Sets"
Make the selection "Finishing 1" = set the "Page Order" to Reverse



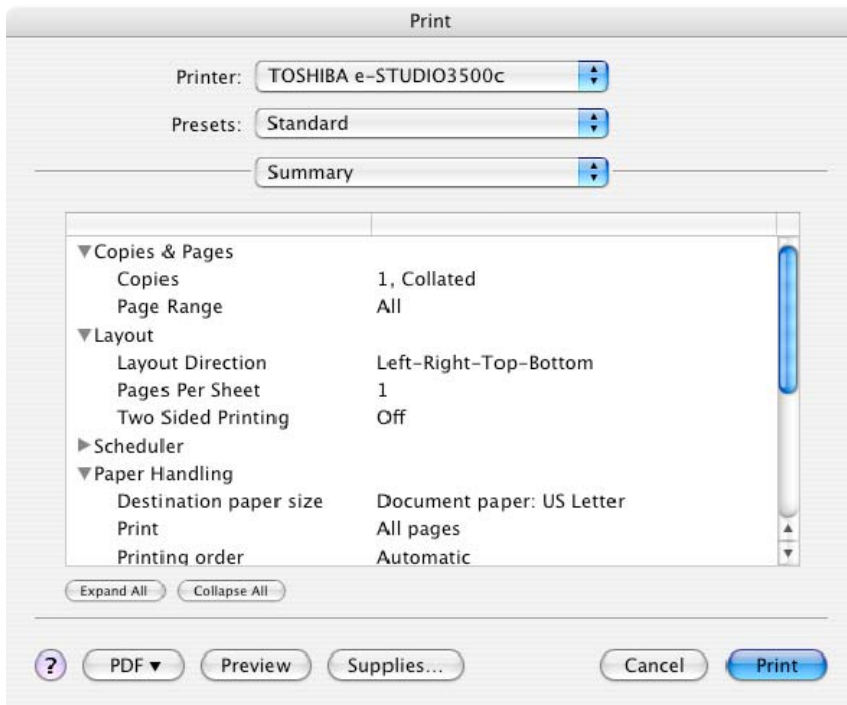
Make the selection "Layout 1" = set the "Duplex" to "Top-Top"



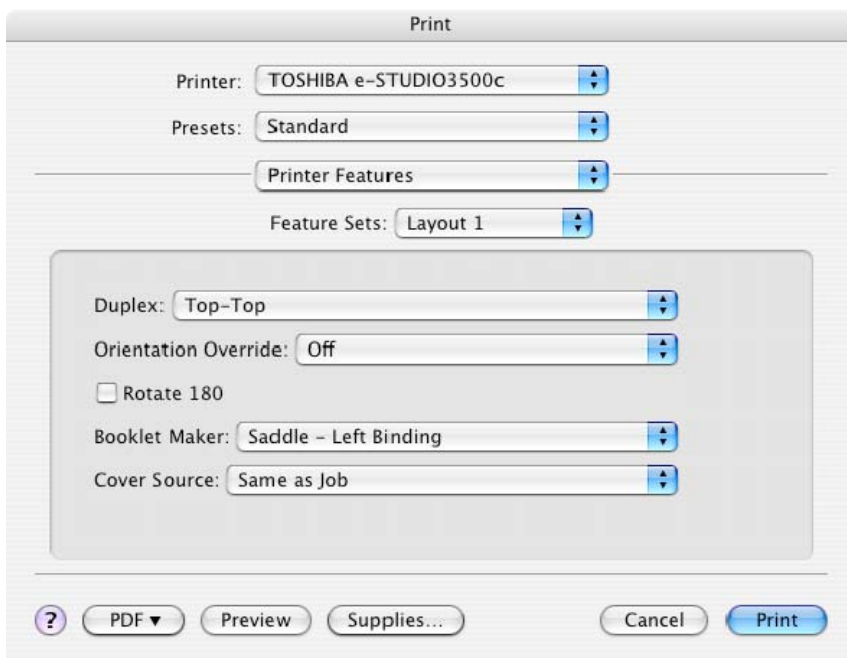
Make the selection “Media 2”= set the “Print Size” to “Letter-R”
(or “11x17 (LD)”, depending on your desired output)



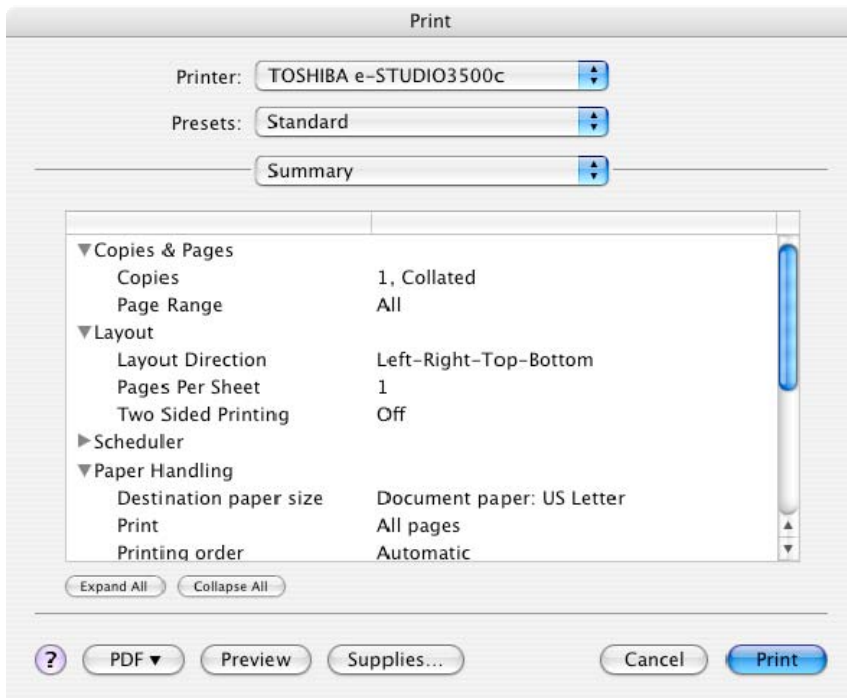
Step 4 - Select “Summary”



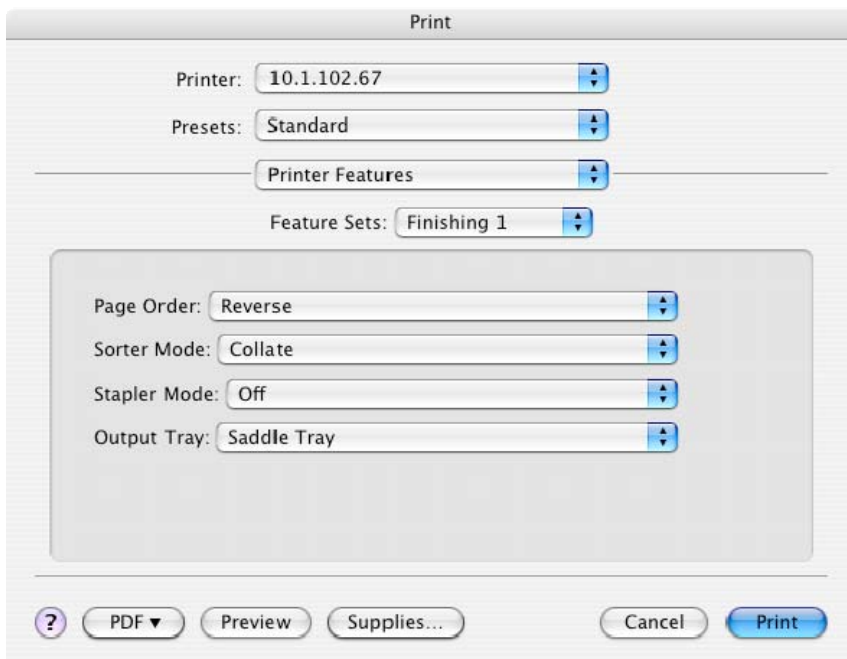
Step 5 - Select “Printer Features”, then select “Feature Sets”
Make the selection “Layout 1” = set the “Booklet Maker”
to “Saddle – Left Binding”



Step 6 - Select “Summary”



Step 7 - Select “Printer Features”, then select “Feature Sets”
 Make the selection “Finishing 1” = set the “Output Tray”
 to “Saddle Tray”



Saving the settings

If you will be using these settings often, it is recommended you save these settings as a “Preset.” Do this after successfully making the setting above, and before clicking the “Print” button.

Step 1 - Select File/Print

Step 2 - Select “Presets”

Make the selection “Save As...” = Change the default name
“Standard 1” to “Booklet” or another descriptive name.
Click “OK”

The preset is now placed in alphabetical order on the “Presets” list.

2. To Create a Hole Punch Document

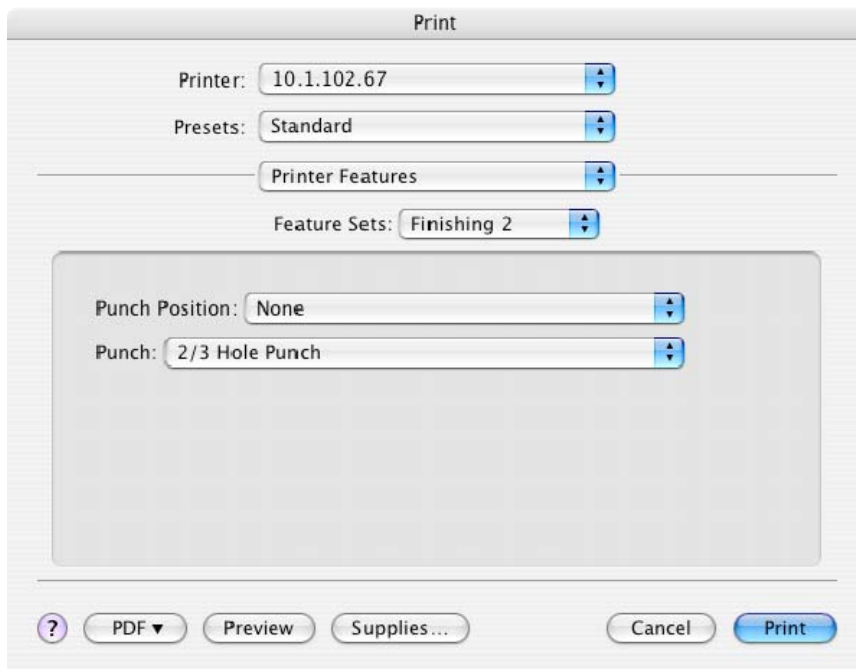
Step 1 - Open your Document

Step 2 - Select File/Print/

Select your GA-1210U controller.

Step 3 - Select “Printer Features”, then select “Feature Sets”

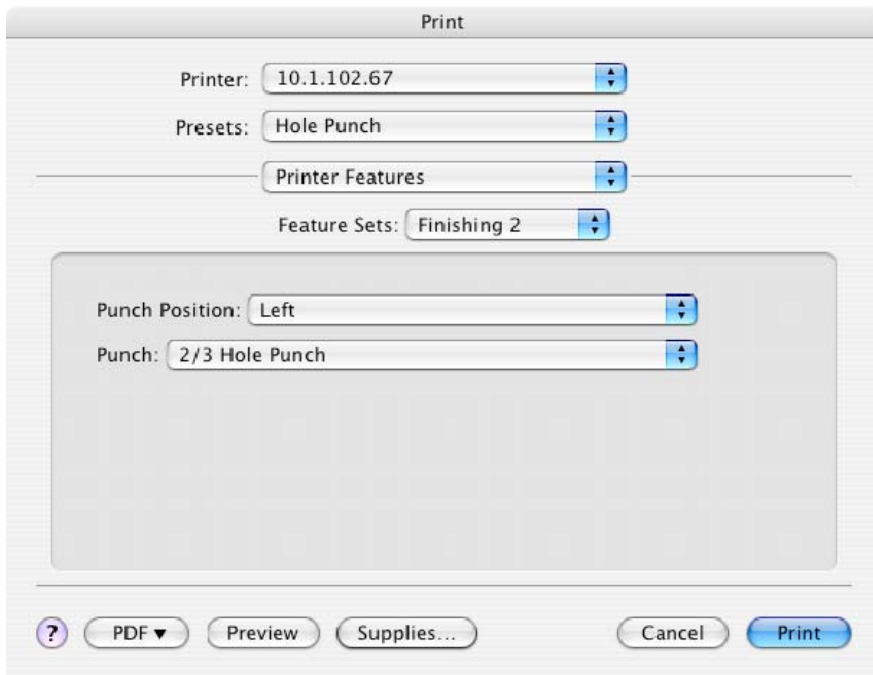
Make the selection “Finishing 2” = set the “Punch” to “2/3 Hole Punch”



Step 4 - Select “Summary”

Step 5 - Select “Printer Features”, then select “Feature Sets”

Make the selection “Finishing 2” = set the “Punch Position” to
“Left”, “Right”, “Top” or “Bottom” depending on your desired output.



Saving the settings

If you will be using these settings often, it is recommended you save these settings as a "Preset". Do this after successfully making the setting above and before clicking the "Print" button.

Step 1 - Select File/Print/

Step 2 - Select "Presets"

Make the selection "Save As..." = Change the default name "Standard 1" to "Hole Punch" or another descriptive name.
Click "OK"

The preset is now placed in alphabetical order on the "Presets" list.

End