



Dave Yost • Auditor of State

TO: UAN Clients
FROM: UAN Support
DATE: March 5, 2012
RE: Dell Printers

We have received a number of calls related to the new Dell 2350dn and Dell 2335dn printers not applying the UAN customized tray settings correctly. As with the previous Dell 1720dn printer, we have installed an icon off your start menu to re-apply these settings if they are ever lost. The icon is located in a different place than before. To reset your new Dell Printer, Click Start → All Programs → Dell Printers → 2350-ohio-auditors (or 2335-ohio-auditors) → Reset Dell Printer. Please do not use the 'Reset Dell Printer' icon located in UAN System Utilities. This icon will be removed during the next UAN issued update.

IMPORTANT NOTE:

When the printer is plugged in to power for the first time, there are regional settings that need defined on the printer's control panel before the customized tray settings can be applied. When the Printer is first powered on, Language is the first option and 'English' should be the default choice. Click the Checkmark button on the control panel to verify this. The second option is Country and 'United States' should be the default choice. Click the Checkmark button on the control panel to verify this. Finally, Time Zone is the final choice. The default will be 'GMT'. To change this setting to the correct 'EST', you will need to click the left arrow 12 times until 'EST' is the option on the control panel. Once you have that option on the screen, Click the Checkmark button on the control panel.

Once this has been completed, you should be able to reset your printer using the new 'Reset Dell Printer' icon.

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