

WorkCentre™  
3550  
A4  
Black and White  
Multifunction Printer



Xerox® WorkCentre™ 3550  
Multifunction Printer  
Value-driven performance  
for your office



# WorkCentre™ 3550 multifunction printer

**Raise the productivity bar.** The WorkCentre 3550 helps your business optimise productivity with high-speed copy, print and fax capabilities, plus scan features that streamline your work processes.

## Step up to higher performance

The perfect balance of productivity and ease-of-use, the WorkCentre 3550 multifunction printer will help you regain time spent each day on document-related tasks.

- **Setting the pace.** Print and copy speeds up to 33 ppm.
- **Plenty of paper.** A paper capacity of 550-sheets (expandable to 1,050 sheets).
- **Improve your image.** Impactful 1200 image quality printing in black and white and scanning in vibrant colour.
- **Print from any application.** A choice of PostScript® 3™ and PCL® print drivers ensure your output comes out the way you expect.
- **User friendly control panel.** An efficient menu layout helps you accomplish routine tasks more quickly.
- **Multi-tasking enabler.** Now you can effectively accomplish all the tasks your single-function devices used to perform – receive faxes while you are making copies or printing – and save valuable office space.

## High-impact features that won't impact your budget

The WorkCentre 3550 is value-packed and capable of handling all your print, copy, scan and fax needs.

- **Duplex Automatic Document Feeder.** Gives you convenient, money saving, two-sided output across all features.
- **Reduce your document-related costs.** Resource-saving features include toner-saver and power-saver modes, paper-saving N-up printing and ID Card Copy. Plus, the WorkCentre 3550 is ENERGY STAR qualified.
- **Incorporate colour scanning into your workflow.** Easily convert hardcopy documents to digital PDF files and send them to your server, email contacts or USB memory device.
- **Say hello to your modern fax machine.** Get all the great features of a top fax machine – speed dials, Secure Fax, colour send and fax forward to email – plus many workflow enhancing capabilities.
- **Handy front panel USB port.** Print from and scan files to your USB memory device.

## Discover the benefits of scanning

Find out how useful scanning can be at improving your work processes and clearing your workspace of cluttered file cabinets and paper-strewn desks.

- Scan and email colour documents and high-quality photos directly from the device. LDAP support automates contact lookup.
- Network scanning lets you store documents to the network for convenient workteam access.
- Optical Character Recognition software turns hard copies into editable electronic documents.
- Connect your USB memory device into the conveniently-located port for easy storage.
- Industry-standard scan file formats including PDF, TIFF, Multi Page TIFF and JPEG.
- The Network Scan Manager lets you quickly change scan settings and add or delete scan destination folders on your computer.

## WorkCentre™ 3550 Quick Facts

- Up to 33 ppm print and copy
- 600 x 600 dpi (Up to 1200 x 1200 enhanced image quality)
- 75,000 pages/month duty cycle
- 550-sheet capacity, expandable to 1,050 sheets



216 x 356 mm

33 ppm

WxDxH:  
582 x 488 x 554 mm



## Designed with your workteam in mind

With the WorkCentre 3550, office tasks that used to require multiple manual processes can be accomplished with the touch of a button.

- **Built for the masses.** Full support for your choice of operating system platforms, whether it's Windows, Linux/UNIX or Macintosh.
- **Remote management tools.** CentreWare® Internet Services provides real-time monitoring, device setup, viewing of toner and paper levels, plus efficient supplies ordering. Xerox Status Monitor alerts users when an error occurs during printing.
- **Control access to sensitive information.** Information security is a universal need for every business. Secure print and secure fax capabilities keep your documents from printing until you're ready to release them with a unique PIN.
- **Close to your workteam.** All the features in one small footprint so that everything is conveniently at hand.
- **Maximise uptime.** Just one integrated print cartridge and a high-capacity paper tray.



- 1 Duplex Automatic Document Feeder provides fast scanning, copying and faxing of two-sided multi-page jobs.
- 2 50-sheet multipurpose tray handles a variety of paper and custom sizes, including envelopes, labels and post cards.
- 3 500-sheet tray provides plenty of paper capacity for workgroup printing, copying and faxing.
- 4 An additional 500-sheet tray (optional) boosts total capacity to 1,050 sheets.
- 5 USB memory port lets you save to or print directly from a USB memory drive – no computer needed.

- 6 One-touch power-save button allows fast and simple switching to power save mode or device shut-off during periods of extended downtime. Another press of the button quickly restores power.
- 7 Advanced faxing capabilities include Embedded Fax and PC Fax (send only), plus Fax Folders, Secure Fax Receive and fax forwarding options.
- 8 Find frequently used fax numbers and email addresses in the address book. You can also print an address list.



The simple front panel makes wakeup functions and features accessible with the touch of a button.

	WorkCentre 3550X	WorkCentre 3550XT	WorkCentre 3550XTS
<b>Speed</b>	Up to 33 ppm		
<b>Duty Cycle</b>	Up to 75,000 pages / month <sup>1</sup>		
<b>Paper Handling</b>	Standard		
Paper input	<b>Duplex Automatic Document Feeder:</b> 60 sheets; Custom Sizes: 69.9 x 145 mm to 216 x 356 mm <b>Multipurpose Tray:</b> 50 sheets; Custom sizes: 76 x 127 mm to 216 x 356 mm <b>Main Tray:</b> 500 sheets; Custom sizes: 148 x 210 mm to 216 x 356 mm <b>Optional Additional Tray:</b> 500 sheets; Custom sizes: 148 x 210 mm to 216 x 356 mm <b>Tray 2:</b> 500 sheets; Custom sizes: 148 x 210 mm to 216 x 356 mm <b>Tray 2 and Stand:</b> 500 sheets; Custom sizes: 148 x 210 mm to 216 x 356 mm		
Paper output	250 sheets		
Automatic two-sided printing	Standard		
<b>Print</b>	As fast as 8.5 seconds		
First-page-out-time	As fast as 8.5 seconds		
Print resolution	600 x 600 dpi (up to 1200 x 1200 enhanced image quality)		
Memory (std / max)	256 MB / 512 MB		
Processor	360 MHz		
Page description languages	PCL® 6 / 5e emulations, PostScript® 3™ compatibility		
Connectivity	USB 2.0, 10/100Base-TX Ethernet		
Print features	Automatic two-sided, Custom page size, Toner save mode, Proof print, Secure print, Watermarks, N-up, Fit to page, Overlay, Reduce/enlarge, Poster, Scaling, Booklet printing, Print from USB memory device		
<b>Copy</b>	As fast as 10 seconds		
First-page-out-time	As fast as 10 seconds		
Copy resolution	600 x 600 dpi (up to 1200 x 1200 enhanced image quality)		
Copy features	Automatic two-sided, Reduce/enlarge, Background suppression, Collation (DADF only), ID Card Copy, N-up (2-up/4-up), Book copy, Booklet creation, Clone copy (platen only), Poster copy (platen only)		
<b>Fax</b>	33.6 Kbps with MH/MR/MMR/JBIG/JPEG compression		
Fax features	Colour fax send, two-sided, Fax forward to fax/email and server (FTP, SMB), PC (send only), Secure fax receive, Searchable address book, Auto redial, Last number redial, Pause, Distinctive ring, External phone interface, Journal, Confirmation reports, Auto dial list, Junk fax barrier, Persistent Flash Memory, Up to 209 group dial locations, Broadcast fax, Delayed fax, Memory receive, Auto file size reduction, 7 MB fax memory		
<b>Scan</b>	Scan to Email (includes up to 200 entry address book, max. message size up to 10 MB), Network Scan to PC, Scan to FTP and SMB, Direct Scan to Applications including OCR (software included), Scan to USB memory device		
Scan destinations	Scan to Email (includes up to 200 entry address book, max. message size up to 10 MB), Network Scan to PC, Scan to FTP and SMB, Direct Scan to Applications including OCR (software included), Scan to USB memory device		
Scan features	Colour Scanning; Up to 4800 x 4800 dpi (enhanced); File formats: JPG, PDF, TIFF, Multipage TIFF; Scan to PC Desktop® Personal Edition (includes 1 seat of Nuance® PaperPort® SE 11.0, OmniPage® 4.0 SE, Image Retriever)		
<b>Security</b>	802.1x, SNMPv3, HTTPS, Secure Fax, SSL, IPv6, IP Filtering, Scan to Email with authentication, Secure Print		
<b>Warranty</b>	One-year on-site warranty <sup>2</sup>		

<sup>1</sup> Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis.

<sup>2</sup> Products purchased under a "PagePack" agreement do not carry a warranty. Please refer to your service agreement for full details of your enhanced service package.

## Device Management

CentreWare® Internet Services, CentreWare Web

## Print Drivers

Windows® XP(32/64bit)/2003(32/64bit)/2008Server(32/64bit)/Vista(32/64bit)/Windows7(32/64bit)/2008 R2(64bit); Macintosh® OS X v10.3-10.6; Various Linux® including RedHat Enterprise Linux WS 4, 5 (32/64bit), Fedora Core 2-10 (32/64bit), SuSE Linux 9.1 (32bit), OpenSuSE 9.2, 9.3, 10.0, 10.1, 10.2 10.3, 11.0, 11.1 (32/64bit), Mandrake 10.0, 10.1 (32/64bit), Mandriva 2005, 2006, 2007, 2008 (32/64bit), Ubuntu 6.06, 6.10, 7.04, 7.10, 8.04, 8.10 (32/64bit), SuSE Linux Enterprise Desktop 9, 10(32/64bit), Debian 3.1, 4.0, 5.0 (32/64bit)

## Media Handling

Multipurpose Tray: 60 – 163 gsm; Media types: Plain paper, letterhead, bond, heavyweight, lightweight, recycled, archive, labels, drilled, postcard, transparency, envelope; Main Tray and Additional Tray (optional): 60 – 105 gsm; Media types: Plain paper, heavyweight, lightweight, recycled, archive; DADF: Weight: 50 to 120 gsm

## Operating Environment

Operating: 10° to 32° C; Relative humidity: 20 to 80 %; Sound pressure levels: Printing: 55 dB(A), Standby: 39 dB(A); Warm-up time (from sleep mode): Less than 15 seconds

## Electrical

Power: 220–240 VAC, 50/60 Hz; Power consumption: Standby: <60 W; Printing: 600 W; Power save: <20 W ENERGY STAR® qualified

## Dimensions (WxDxH)

582 x 488 x 554 mm; Weight: 23.4 kg without Print Cartridge; Package Dimensions (WxDxH): 676 x 619 x 699 mm

## Certifications

Listed UL 60950, CE Mark applicable to Directives 2006/95/EC, 2004/108/EC and 99/5/EC, FCC Part 15 Class A, FCC Part 68

## What's in the box

- WorkCentre 3550 Multifunction Printer
- Print Cartridge (5,000 print capacity\*)
- World Kit (includes Printer Installer and utilities CD, Software and documentation CD)
- Power cord, USB cable

## Supplies

Standard-Capacity Print Cartridge\*: 5,000 std. pages 106R01528  
High-Capacity Print Cartridge\*: 11,000 std. pages 106R01530

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

## Options

500-sheet Tray 098N02190  
256 MB Memory 098N02189  
Stand 097N01674  
Foreign Device Interface 097N01676  
Wireless Network Adapter  
– European Power Converter\*\* 097S03741  
– UK Power Converter 097S03742

\*\* Not available in Denmark and Switzerland

## Supplies Recycling Programme

Consumables are part of the Xerox Green World Alliance.  
[www.xerox.com/gwa](http://www.xerox.com/gwa)



Call today. For more information visit us at [www.xerox.com/office](http://www.xerox.com/office)

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