Xerox® Phaser® 3020 Printer and Xerox® WorkCentre® 3025 Multifunction Printer

Impressive results. Minimal cost.
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You may run a small business, but you have big business needs.
The ultra-compact Phaser 3020 Printer and the WorkCentre 3025 Multifunction Printer were developed with individual users in mind. Set up is quick, everyday use is simple, and printing performance is fast. And the WorkCentre 3025 extends office productivity by using one reliable machine to print, copy, scan and fax, all at an affordable price.

Direct access from anywhere.
- **The perfect fit.** The compact design of the Phaser 3020 printer and WorkCentre 3025 multifunction printer ensures a good fit in small spaces.
- **It’s not complicated.** Position the printer or multifunction printer anywhere it’s convenient with standard Wi-Fi networking.
- **Out of sight. Not out of mind.** Always be aware of print-job progress, see toner-level, and quickly access online support from your desktop with Xerox® CentreWare® IS.
- **Intuitive UI.** Use the device’s intuitive front panel to easily perform your everyday tasks.
- **No extra parts needed.** Both the printer and multifunction printer use a single easy-to-replace, all-in-one cartridge, simplifying supplies management and minimising time spent changing supplies.

Consistent execution.
- **Workhorse performance.** The Phaser 3020 and WorkCentre 3025 handle heavy workloads with ease.
- **Less waiting.** Print speeds as fast as 21 pages per minute allow you to spend more time with your customers and less time waiting.
- **High impact. Affordable price.** You get incredible results and a rich set of standard features when choosing a printer or multifunction printer with USB, Ethernet (WorkCentre 3025NI) and built-in Wi-Fi.
- **Small size. Maximum output.** The WorkCentre 3025, with one of the smallest footprints in its class, saves space and reduces energy consumption and supply costs via consolidation of multiple office device functions.

Leading-edge technology.
- **Wi-Fi Direct.** Now mobile phones, tablets and laptop computers can make a secure connection directly to the printer or multifunction printer even if you don’t have an existing wireless network.
- **Visually impressive.** Text and graphics at a print resolution of up to 1200 x 1200 dpi enhanced image quality add significant visual impact to important print jobs.
- **Increased power.** With a powerful 600 MHz processor and 128 MB of memory, you can effectively produce any demanding project quickly and efficiently. No waiting necessary.
Highly productive. The Xerox® WorkCentre® 3025 multifunction printer consolidates four office-critical functions into one device with copying, scanning, faxing and printing.

**WorkCentre 3025 highlights:**

- Connect from anywhere in the office with the ultra-compact Wi-Fi enabled WorkCentre 3025.
- Easy navigation of device settings and functions is facilitated by the intuitive LCD front panel.
- Process multiple-page copy, scan or fax jobs quickly on media sizes ranging from 5.8 x 5.8 in. to 8.5 x 14 in. / 148 x 148 mm to 216 x 356 mm using the 40-sheet Automatic Document Feeder.*
- Scan your documents in colour or greyscale at up to 600 x 600 dpi resolution in PDF, JPEG or TIFF file formats.
- Copy features include collation, ID card copy, N-up, automatic background suppression and photo mode.
- The WorkCentre 3025* includes a variety of industry-standard features including 33.6 Kbps faxing with MH/MR/MMR/JBIG compression.

* Fax and ADF only available on the WorkCentre 3025NI.

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**Phaser 3020 Quick Facts**

- Print up to 21 ppm letter / 20 ppm A4
- Built in Wi-Fi connectivity
- 600 x 600 dpi; 1200 x 1200 dpi enhanced image quality
- Powerful 600 MHz processor
- Speedy first-page-out time as fast as 8.5 seconds

WxDxH:
13.1 x 8.5 x 7.4 in. / 331 x 215 x 188 mm

Weight:
9 lbs., 4.1 kg

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**WorkCentre 3025 Quick Facts**

- Print and copy up to 21 ppm letter / 20 ppm A4
- Built in Wi-Fi connectivity
- Print up to 1200 x 1200 dpi enhanced image quality
- Powerful 600 MHz processor
- Speedy, first-page-out time; Print: As fast as 8.5 seconds; Copy: As fast as 10 seconds
- Scan in colour, greyscale or black and white at 1200 x 1200 dpi (4800 x 4800 dpi enhanced)

WxDxH:
16 x 14.2 x 12.2 in. / 406 x 360 x 309 mm

Weight:
19 lbs., 8.6 kg
### Device Specifications

<table>
<thead>
<tr>
<th></th>
<th>Phaser 3020BI</th>
<th>WorkCentre 3025BI</th>
<th>WorkCentre 3025NI</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Speed</strong></td>
<td>Up to 21 ppm Letter / 20 ppm A4</td>
<td>Up to 15,000 pages / month</td>
<td>600 MHz / 128 MB</td>
</tr>
<tr>
<td><strong>Duty Cycle</strong></td>
<td>Up to 15,000 pages / month</td>
<td>600 MHz / 128 MB</td>
<td>10/100Base-TX Ethernet, Wi-Fi b/g/n, High-Speed USB 2.0</td>
</tr>
<tr>
<td><strong>Connectivity</strong></td>
<td>Wi-Fi b/g/n, High-Speed USB 2.0</td>
<td>(Up to 1200 x 1200 enhanced image quality)</td>
<td>Print: 600 x 600 dpi (Up to 1200 x 1200 enhanced image quality); Copy: Up to 600 x 600 dpi</td>
</tr>
<tr>
<td><strong>Print and Copy Resolution</strong></td>
<td>600 x 600 dpi</td>
<td>600 x 600 dpi</td>
<td>600 x 600 dpi</td>
</tr>
<tr>
<td><strong>First-page-out Time</strong></td>
<td>As fast as 8.5 seconds</td>
<td>As fast as 8.5 seconds; Copy: As fast as 10 seconds</td>
<td></td>
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<tr>
<td><strong>Page Description Languages</strong></td>
<td>GDI</td>
<td>GDI</td>
<td>GDI</td>
</tr>
<tr>
<td><strong>Print Features</strong></td>
<td>Toner Save Mode, Booklet Printing, Poster Printing, Skip Blank Pages, N-up Printing, Scaling, Reduce/Enlarge, Fit-to-Page, Watermarks, Overlays, Custom-size Pages, Print Order, Edge Enhancement, Brightness Adjustment, Contrast Adjustment, Paper Selection by Attribute, Earth Smart Driver Settings (WorkCentre 3025 only), Bidirectional Print Drivers, Job Monitoring, Store and Recall Driver Settings</td>
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<td></td>
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<tr>
<td><strong>Mobile Printing</strong></td>
<td>Apple® AirPrint™, Google Cloud Print™, optional Xerox® Wireless Print Solutions Adapter (includes Apple AirPrint, Google Cloud Print™ v2.0 and Mopria®)</td>
<td>For more information, visit <a href="http://www.xerox.com/WPSA">www.xerox.com/WPSA</a></td>
<td>For more information, visit <a href="http://www.xerox.com/WPSA">www.xerox.com/WPSA</a></td>
</tr>
<tr>
<td><strong>Scan Features</strong></td>
<td>N/A</td>
<td>Scan via TWAIN/WIA, Scan to PC, Scan to WSD, Up to 1200 x 1200 dpi (4800 x 4800 dpi enhanced) resolution, Colour, Black and White, 8-bit Greyscale, PDF/JPEG/TIFF, Xerox® Scan to PC Desktop SE (includes OCR, file conversion to Microsoft® Word®, Excel® and PowerPoint®). For more information, visit <a href="http://www.xerox.com/scan2pcSE">www.xerox.com/scan2pcSE</a></td>
<td></td>
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<tr>
<td><strong>Fax</strong></td>
<td>N/A</td>
<td>Embedded Fax1, LAN Fax M/MR/MMR/JBIG/JPEG Compression, Auto Answer, Auto Redial, Auto Reduction, Broadcast Sending, Colour Fax Send, Junk Fax Filter, Distinctive Ring, Fax Address Book, Fax Forward to Fax, Secure Fax Receive, Receive Fax Forward to PC</td>
<td></td>
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<tr>
<td><strong>Security</strong></td>
<td>IPsec, WPA2 Personal, IPv4 and IPv6 Filtering, MAC Address Filtering, SNMPv3, USB Port Disablement</td>
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<tr>
<td><strong>Paper Input</strong></td>
<td>N/A</td>
<td>Platen</td>
<td>Automatic Document Feeder (ADF): 40 sheets; Custom sizes: 5.8 x 5.8 in. to 8.5 x 14 in. / 148 x 148 mm to 216 x 356 mm</td>
</tr>
<tr>
<td><strong>Paper Output</strong></td>
<td>100 sheets</td>
<td>Manual Feed: 1 sheet; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm</td>
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</tr>
<tr>
<td><strong>Automatic Two-sided Printing</strong></td>
<td>Manual</td>
<td>Manual</td>
<td></td>
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<tr>
<td><strong>Warranty</strong></td>
<td>One-year on-site warranty (geography dependent)</td>
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### Device Management

**Xerox® CentreWare® Internet Services, Xerox® CentreWare® Web, Apple® Bonjour®**

**Print Drivers**

Microsoft® Windows® 8 (32-/64-bit), 7 (32-/64-bit), Vista (32-/64-bit), 2008R2 (64-bit), Server 2012; Mac® OS X 10.5–10.11; Debian 5.0-7.1; Mint 13-15; Ubuntu 10.04-13.04; SUSE® Linux Enterprise 10.9; Red Hat® Enterprise Linux® 5, 6; Fedora 11-19; openSUSE 11.0-12.3; Ubuntu 10.04-13.04; SUSE Linux Enterprise Desktop 10, 11; Debian 5.0-7.1; Mint 13-15

**Media Handling**

Automatic Document Feeder: 16 to 28 lb. bond / 60 to 105 gsm; Manual Input: 16 to 43 lb. bond / 60 to 163 gsm; Manual Feed Slot: 16 to 43 lb. bond / 60 to 163 gsm

**Media Types**

Plain, Thick, Thin, Envelope, Label, Card Stock, Cotton, Colour Preprinted, Receptive, Bond, Archive

**Operating Environment**

Temperature: 50° to 90°F / 10° to 32°C; Humidity: 20% to 80%; Sound Pressure: 3205SN: Printing: 50.0 dB(A), Standby: 26 dB(A); ADF: 53 dB(A); 3020/3025SN: Printing: 50.0 dB(A), Standby: 26 dB(A), Warm-up time (from power save): As fast as 30 seconds

**Electrical**

Power: 110-127 VAC, 50/60 Hz, 5.0 A or 220-240 VAC, 50/60 Hz, 2.5 A; Continuous Printing: 313 watts, Ready (Standby): 37 watts; Energy Saver Mode (3leep): 2.3 watts

**Dimensions**

** Phaser 3020:** 13.1 x 8.5 x 7.4 in. / 331 x 215 x 188 mm, Weight: 9 lb. / 4.1 kg

**WorkCentre 3025:** 16.4 x 14.2 x 8.5 in. / 416 x 360 x 216 mm, Weight: 16.5 lb. / 7.5 kg

**WorkCentre 3025NI:** 16.4 x 14.2 x 8.1 in. / 416 x 360 x 257 mm, Weight: 16.5 lb. / 7.5 kg

**Certifications**


### What Comes in the Box

- Phaser 3020 Printer or WorkCentre 3025 Multifunction Printer
- Print Cartridge (700 page capacity)
- Quick Installation Guide, Driver and Documentation CD
- Software (WC 3025 Nuance PaperPort and Image Retriever, plus ABBYY FineReader Professional with WC 3025NI only)
- Power Cable
- USB Cable
- Fax Cord (WorkCentre 3025NI)

### Supplies Recycling Programme

Consumables for the Phaser 3020 and WorkCentre 3025 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.

### What Comes in the Box

**Supplies**

- Print Cartridge: 1,500 pages
  - 106R02773
- Dual Pack Print Cartridge: 2 x 1,500 pages
  - 106R03048

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For more information, visit us at www.xerox.com/office.