Xerox® Phaser® 3020 and
Xerox® WorkCentre® 3025
Letter / A4
Black and White Printer
and Multifunction Printer

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

Impressive results. Minimal cost.

xerox®

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

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.

Phaser 3020. Print.

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.

WorkCentre 3025. Copy. Print. Scan. Fax.*

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

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

Xerox® Phaser® 3020 / Xerox® WorkCentre® 3025

Device Specifications	Phaser 3020BI	WorkCentre 3025BI	WorkCentre 3025NI
Speed	Up to 21 ppm Letter / 20 ppm A4		
Duty Cycle[1]	Up to 15,000 pages / month		
Processor / Memory	600 MHz / 128 MB	600 MHz / 128 MB	
Connectivity	Wi-Fi b/g/n, High-Speed USB 2.0		10/100Base-TX Ethernet, Wi-Fi b/g/n, High-Speed USB 2.0
Print and Copy Resolution	600 x 600 dpi (Up to 1200 x 1200 enhanced image quality)	**Print:** 600 x 600 dpi (Up to 1200 x 1200 enhanced image quality); **Copy:** Up to 600 x 600 dpi	
First-page-out Time	As fast as 8.5 seconds	**Print:** As fast as 8.5 seconds; **Copy:** As fast as 10 seconds	
Page Description Languages	GDI		
Print Features	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		
Mobile Printing	Apple® AirPrint™, Google Cloud Print™, optional Xerox® Wireless Print Solutions Adapter (includes Apple AirPrint, Google Cloud Print™ v2.0 and Mopria®. For more information, visit **www.xerox.com/WPSA**)		
Scan Features	N/A	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 **www.xerox.com/scan2pcSE**)	
Fax	N/A		Embedded Fax[2], LAN Fax MH/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
Security	IPsec, WPA2 Personal, IPv4 and IPv6 Filtering, MAC Address Filtering, SNMPv3, USB Port Disablement		
Paper Input Standard	N/A	**Platen**	**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
	Main Input: Up to 150 sheets; Custom sizes: 3 x 5 in. to 8.5 x 14 in. / 76 x 127 mm to 216 x 356 mm **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		
Paper Output	100 sheets		
Automatic Two-sided Printing	Manual		
Warranty	One-year on-site warranty (geography dependent)		

[1] Maximum volume capacity expected in any one month. Not expected to be sustained on a regular basis; [2] Requires analogue phone line

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), XP (32-/64-bit), 2008 Server (32-/64-bit), 2003 Server (32-/64-bit), 2008R2 (64-bit); Server 2012; Mac OS® 10.5-10.9; 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; Main 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, Labels, Card Stock, Cotton, Colour, Preprinted, Recycled, Bond, Archive

Operating Environment
Temperature: 50° to 90°F / 10° to 32°C; Humidity: 20% to 80%; Sound Pressure: 3025NI: Printing: 50.0 dB(A), Standby: 26 dB(A); ADF: 53 dB(A); 3020/3025BI: 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 (Sleep): 2.3 watts

Dimensions (W x D x H)
Phaser 3020: 13.1 x 8.5 x 7.4 in. / 331 x 215 x 188 mm, Weight: 9 lb. / 4.1 kg
WorkCentre 3025NI: 16 x 14.2 x 12.2 in. / 406 x 360 x 309 mm, Weight: 19 lb. / 8.6 kg
WorkCentre 3025BI: 16 x 14.2 x 10.1 in. / 406 x 360 x 257 mm, Weight: 16.5 lb. / 7.5 kg

Certifications
Listed to UL 60950-1/CSA 60950-1-07, 2nd Edition, FDA/CDRH – Class 1 Laser Product, FCC Part 15, Class B, Canada ICES-003, Class B, CE marked, Low Voltage Directive 2006/95/EC, EN 60950-1, 2nd Edition, EN 60825-1 – Class 1 Laser Product, EMC Directive 2004/108/EC, EN 55024, Class B, EN 55022, Class B, RoHS Directive 2011/65/EU, WEEE Directive 2012/19/EU, ENERGY STAR® qualified, Citrix Ready, NOM, EAC (GOST), GS Mark, Green World Alliance, WHQL, Apple AirPrint

What Comes in the Box
- Phaser 3020 Printer or WorkCentre 3025 Multifunction Printer
- Print Cartridge (700 page capacity[1])
- Quick Installation Guide, Driver and Documentation CD (User Manual, System Admin Guide)
- 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.

Supplies

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

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

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

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