

WorkCentre®
4118
Letter-size
Black-and-white
Multifunction Printer



Xerox® WorkCentre® 4118
Multifunction Printer
Fits your desktop.
Fits your budget. Fits your
workgroup's needs.



WorkCentre® 4118 Multifunction Printer

The **WorkCentre 4118 multifunction printer** is a great way for you to save space and gain efficiency by consolidating all of your devices into one. You get copy and print features rarely seen in this price range – along with fax and scanning capabilities that are always appreciated in a busy office.

High-profile features in one low-profile, low-cost package

You can now combine all of the functions you use every day in one affordable device. That's a lot of power at your fingertips.

- **Down-to-earth pricing** will appeal to the cost-conscious.
- **Operating one device** that does the work of four reduces operating costs and service calls.
- **A range of special copy features** you'd expect in a much more expensive device, including Collation, ID Card Copy, Auto Fit, Edge Erase, Margin Shift, Book Copy, Covers, Transparency mode, Create Booklet mode, and more.
- **Includes cost-saving features** like two-sided printing, scanned document management software, and print, copy, fax selections to reduce paper and toner usage.

Multidimensional multifunction

The WorkCentre 4118 offers a lineup of advanced features in two configurations that make business sense, the 4118p (copier/printer) and the 4118x (copier/printer/scanner/fax). You can add options to both configurations as your business grows.

- **Every office accumulates paper.** With the WorkCentre 4118x scanning software, you can scan black-and-white or color documents straight to your PC, where you can edit and organize them.
- **The fax function offers 8 MB of memory**, image resolution up to 406 x 392 dpi, and speeds as high as 3 seconds per page, depending on your connection. You can send color faxes, too.
- **The straightforward, intuitive control panel** makes it easy to find your way around.
- **Compact size**, but a huge impact on your workflow. Use it as a desktop or add an extra paper tray and convenient cabinet stand for easy access for everyone in the office.
- **Options** include a second paper tray, cabinet stand, network kit, and foreign device interface.

Support your local workgroup

The hard working WorkCentre 4118 has the features to handle everyday use by your workgroup.

- **Copy and print** at 18 ppm.
- **Supports multiple projects** with trays that hold up to 1,200 sheets of paper. Spend more time printing and a lot less time reloading.
- **Install the optional network card** and share the printer feature with your entire office.
- **Organize paper clutter** in your office the easy way — by scanning it all into PDFs.

The power of scanning

Use the power of scanning on the WorkCentre 4118x to efficiently organize, edit, and distribute information by scanning documents straight to your PC.

The bundled Nuance® scanning software transforms loose paper into digital formats and integrates them into your workflow:

- Nuance® OmniPage® quickly converts paper documents into editable and searchable digital documents with accurate page layouts and formats.
- Nuance® PaperPort® uses a thumb-nail-based Visual Desktop that lets you instantly view and organize scanned paper and formats including PDFs, TIFFs, and MS Office documents.

WorkCentre® 4118 Quick Facts

- Copy and print up to 18 ppm
- Standard automatic two-sided copy/print
- 1200 x 1200 dpi printing
- 20,000 pages/month duty cycle
- 64 MB memory



Print / Copy / Scan / Fax

Letter / Legal

18 ppm

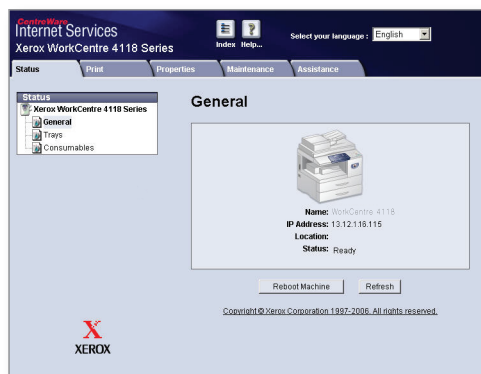
WxDxH:

4118x:

22 x 16.9 x 17.9 in.

560 x 430 x 455 mm





Manage your printer from a Web browser with CentreWare IS software included in the optional network card.

- 1 Automatic Document Feeder (standard on 4118x) provides fast scanning, copying and faxing of multi-page jobs.
- 2 Automatic two-sided printing gives you money-saving, professional-looking output.
- 3 100-sheet bypass tray handles a variety of paper and custom sizes, including envelopes, labels and postcards.
- 4 550-sheet tray provides plenty of paper capacity for workgroup printing, copying and faxing.
- 5 An additional 550-sheet tray (optional) boosts total capacity to 1200 sheets.
- 6 Frequently used copier features such as collate, reduce/enlarge, and lighten/darken are one-touch operations.
- 7 Easy-to-use fax features are accessed by the touch of a single button. Faxes can even be sent in color.



Control panel shown is for WorkCentre 4118x



WorkCentre® 4118 Configurations

WorkCentre 4118p

- Automatic two-sided copy/print
- 650-sheet input capacity

WorkCentre 4118x

4118p plus:

- Automatic Document Feeder
- Embedded Fax
- Scanning with color scan capability

Options

- Additional 550-sheet tray
- Automatic Document Feeder (4118p)
- Cabinet Stand
- Network kit
- Foreign Device Interface kit

WorkCentre® 4118

Black-and-White Multifunction Printer



	WorkCentre 4118p	WorkCentre 4118x
Speed	Up to 18 ppm (letter) / 17 ppm (A4)	
Duty Cycle	Up to 20,000 pages / month	
Paper Handling Paper input	Standard	Platen
		Automatic Document Feeder: 40 sheets
		Bypass Tray: 100 sheets, Size: Custom sizes to 8.5 x 14 in./A4
		Tray 1: 550 sheets, Size: Custom sizes to 8.5 x 14 in./A4, Auto Tray Switching Capable
	Optional	Tray 2: 550 sheets, Size: Custom sizes to 8.5 x 14 in./A4
		Automatic Document Feeder: 40 sheets
Paper output	250-sheet Output Tray	
Print First-page-out-time	As fast as 10 seconds	
Resolution (max)	1200 x 1200 dpi	
Processor	240 MHz	
Memory	64 MB	
Connectivity	Standard	USB, Parallel
	Optional	10/100 BaseT Ethernet
Page description languages	Standard	PCL5e/PCL®6 emulation
	Optional	PostScript 3 emulation
Print features	Automatic Two-sided, Poster, Booklet Printing, Fit to Page, Reduce/Enlarge, Up to 16 Pages Per Side, Cover Pages, Collate, Watermark	
Copy Resolution (max)	600 x 600 dpi	
Copy features	Auto Fit, Auto Suppress, Book Copy, Booklet Mode, Clone, Collation, Covers, Create Booklet, Edge Erase, ID Card Copy, Margin Shift, N-Up, Transparency	
Fax	NA	Walk-Up Fax (33.6 Kbps with JBIG Compression)
Fax features	NA	Secure Fax: Receive Mode, Secure Mailbox, Toll Save, Priority Transmission, Polling, Forwarding, Send Color Fax
Scan	NA	Scan to Desktop, bundled OCR software (Nuance PaperPort® SE 10.0, Nuance OmniPage® SE 4.0), Color Scan Capable
Resolution (max)		Optical Resolution: 600 x 600 dpi; Interpolated Resolution: 4800 dpi; Pre scan: 75 dpi
Other Options	Network Kit, Foreign Device Interface Kit, Cabinet Stand	
Warranty	One-year on-site warranty, Xerox Total Satisfaction Guarantee	

Device Management

CentreWare® Internet Services, CentreWare® Web, NDPS, HP® Openview, and Control Centre 5.0

Print Drivers

Windows® XP/Vista, Mac OS®, Linux

Media Handling

Bypass Tray: 16-43 lb. bond / 60-163 gsm; Trays 1 and 2: 16-24 lb. bond / 60-90 gsm; Maximum Duplex: 16-20 lb bond / 60-75 gsm; Media Types: Paper, envelopes, labels, transparencies

Operating Environment

Temperature: Maximum Range: 50° – 90°F / 10° – 32°C; Recommended Range: 60° – 85°F / 16° – 30°C; Humidity: Maximum Range: 20 – 80 %, Recommended Range: 30 – 70 %

Electrical

Power: 110 - 127 V, 5.5 A, 220 - 240 V, 3.5 A; Power consumption: Normal Operation: 340 watts, Ready Mode: 84 watts, Power Saver Mode: 16 watts; Sound power levels: Run: 7.1 (B) Lwa, Standby: 5.1 (B) Lwa

Dimensions (WxDxH)

4118p: 22 x 16.9 x 15.6 in. / 560 x 430 x 395 mm; Weight: 55.8 lb. / 25.3 kg; 4118x: 22 x 16.9 x 17.9 in. / 560 x 430 x 455 mm; Weight: 59 lbs / 26.8 kg

Certifications

UL 60950-1 2003, CE, Nemco EN60950-1:2001, cUL, Cerner Tested and Certified

Supplies

Toner Cartridge: 8,000 pages^{1,2}
Drum Cartridge: 20,000 pages

Upgrades and Accessories

550-sheet Paper Tray	498N00364
Automatic Document Feeder	498N00308
Network Kit: Includes network card, PostScript, Mac and Linux drivers	098N02176
Cabinet Stand	098N01724
Foreign Device Interface Kit	097S03772

¹ ships with 4,000 page cartridge

² Toner cartridge yields are determined in accordance with ISO/IEC 19752, a standard for testing toner cartridge yields for monochrome laser printers.



Call today. For more information, call **1-877-362-6567** or visit us at **www.xerox.com/office**

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