

Xerox VersaLink C415 and C625 Install & Configuration Guide in T-Mobile Retail Stores (Manual Configuration)

Connecting to a printer via laptop crossover cable, if needed

1. After unboxing device, powering on and going through the onscreen steps. Leave device on DHCP
2. Connect laptop to machine directly with either patch cable or crossover, do NOT use a router or anything, just one cable direct into machine then power cycle printer, wait two minutes then Get the IP and subnet of the machine *wifi on laptop or any network connection needs to be disabled*
3. On your laptop, go to the network center in control panel
4. On the left side, click change adapter settings,
5. then open your Ethernet connection, then click properties, then open TCP/IP change from DHCP to Static, set your IP to be one off from printer (if printer is 10.10.10.10 set your laptop to 10.10.10.11), you can ignore the gateway and DNS. If you can't get a subnet, use 255.255.255.0.
6. Open the web browser and punch in IP of machine, the web interface of the device should open.
7. During setup of device in this method, Leave the device on DHCP, do not change the ipv4 to static.
8. Once all setup steps are completed and the device restarts, plug the device into the store's network. Once it obtains the new IPv4 settings, you can then change it to static and change the last octet to either 15,16,17 (whichever applies) via the touch screen or in store computer.

Part 1: Initial Setup and Login

Unboxing

- Unbox the machine and put it in place.
- Remove all the packing material.
- Plug in the power cord and patch(ethernet) cable.
- Power on the device.

Setup Wizard:

- Install using mobile phone > **select no thanks**
- Device profile > **select done**
- Additional install options > **select next**
- Choose a security template > **select next**
- Device setup complete > **select restart**

After the Device Restarts

- Access device webpage on laptop via its current IP address

- Login as admin using the devices serial number

xerox

VersaLink® C625 Color Multifunction Printer

Home

Jobs

Print

Scan

Address Book

Properties

Support

admin

Idle

Name: WABEL8499C15

Location: machine location not set

Machine Model: Xerox® VersaLink® C625 Color Multifunction Printer

Serial Number: UQA188829

IPv4 Address: 10.118.194.62

IPv6 Address: fe80::9e93:4eff:febc:3fb5

Administrator: Not set

Details

Device Summary

Security

Review

Security settings have been reviewed.

Most Recent Security Access: Jul 09 2025 02:45 PM

Notifications

Settings

No Alerts

Trays

Settings

1

Tray 1

100%

8.5 x 11"

White

Print

Bypass

Tray

8.5 x 11"

White

Print

Update admin password. The current compliance password is in CyberArk.

Details

admin

Change Password

Logout

Admin Password

New Password

Reset Policy

New Admin Password

| Password Rules | Condition | Verification |
|----------------------------|-----------|--------------|
| Minimum Length | 4 | <div></div> |
| Cannot contain "User Name" | None | <div></div> |

User Name: (Not editable)

admin

Old Password

New Password

Retype password

☐ Do not prompt to change admin password when set to factory default.

Undo

Apply

- Update device name and location under “Details”.
 - See **Set Host Name** for T-Mobile device naming convention

| Description | |
|---|--|
| Identification | |
| Machine Model Xerox® VersaLink® C625 Color Multifunction Printer | Product Code/Serial Number: UQA188829 |
| Device Name Identify this device (from other devices) across device services . Unique from Host Name . <input type="text" value="WABEL8499C15"/> | Location <input type="text" value="machine location not set"/> |
| Customer Asset Tag <input type="text"/> | Xerox Asset Tag <input type="text"/> |
| Organization Information | |
| Name <input type="text"/> | Unit <input type="text"/> |
| Geographic Location Coordinates must be entered using the "." (period) as the decimal point (e.g. 43.22245). | |
| Latitude <input type="text" value=""/> (-90 to 90) | Longitude <input type="text" value=""/> (-180 to 180) |

Apply

Part 2: Configuring Device Network Connectivity Settings

Update Static IP

- Go to Properties > Connectivity > Setup

HomeJobsPrintScanAddress BookPropertiesSupport

admin

Search

Security Dashboard

Fleet Orchestrator

Adaptive Learning

Configuration Overview

Description

Configuration Report

General Setup

Connectivity

Setup

Login/ Permissions/ Accounting

Apps

Security

Configuration Watchdog

Connectivity

Network

The device uses either the wireless or the wired network connection. Activating one will deactivate the other.

| Profile | Status | Action |
|----------------------------------|--|---------|
| Wired Connection | IPv4 and IPv6 are active | Edit... |
| Xerox Wireless Network Interface | Xerox Wireless Hardware not installed. Install a Wi-Fi dongle | |
| Wi-Fi Direct® | Xerox Wireless Hardware not installed. Wi-Fi Direct® : Enabled | Edit... |

Print and Scan Workflows

Status

Action

| | | |
|-------------------|----------|---------|
| AirPrint | Enabled | Edit... |
| IPP | Enabled | Edit... |
| Mopria™ Discovery | Enabled | Edit... |
| Universal Print | Disabled | Edit... |

Remote Management

Status

Action

| | | |
|------------------------------------|----------|---------|
| Fleet Orchestrator (File Sharing) | Enabled | Edit... |
| Remote Management Server (XDM/CWW) | Enabled | Edit... |
| Remote Services | Enabled | Edit... |
| Xerox Workplace Cloud | Disabled | Edit... |

USB Settings

Status

Action

| | | |
|---------------------------|---|---------|
| Port Management (A and B) | All Enabled (A); Direct Connection 5 Sec. (B) | Edit... |
| Power in Sleep Mode | Maximum Savings (Default) | Edit... |

Protocol

Status

Action

| | | |
|---------------------|--------------------------------|---------|
| Bonjour | Enabled | Edit... |
| FTP / SFTP Client | Allow FTP Always Using SFTP | Edit... |
| HTTP | Enabled | Edit... |
| IPP | Enabled | Edit... |
| LPR/LPD | Enabled | Edit... |
| NFC | Enabled | Edit... |
| NTP | Enabled | Edit... |
| Raw TCP/IP Printing | Enabled | Edit... |
| SMB Filing | Enabled | Edit... |
| SMTP (Send Emails) | Enabled | Edit... |

- Edit Wired Connection > Edit IP (Internet Protocol)

Wired Profile

Profile

Wired Connection

| Configuration Settings | Status | Action |
|------------------------|-----------------------------------|---------|
| IP (Internet Protocol) | Verified Host Name XR9C934EFC3FB5 | Edit... |
| Ethernet | Enabled | Edit... |
| 802.1x | Disabled | Edit... |

Close

- Update device static IP address

IP (Internet Protocol)

IPv4

Hide IPv4 Settings

General

Protocol

☒ Enabled

Physical Connection

Ethernet

IP Address Resolution

STATIC

Broadcast

☐ Enabled

i If this flag is enabled, request that the BOOTP/DHCP server send replies via broadcast rather than the default unicast.

Machine IP Address

10 . 118 . 194 . 15

Subnet Mask

255 . 255 . 255 . 128

Gateway Address

10 . 118 . 194 . 1

Zero-Configuration Networking

Self Assigned Address

☒ Enabled(0.0.0.0)

Update DNS Settings (Hostname, DNS server IPs, etc).

- Set Host name - Follow T-Mobile naming convention. For Example:
 - TNCLA951CC15.
 - TN – state abbreviation
 - CLA – first 3 letter of the city
 - 951C – SAP #
 - C – Color printer
 - 15 – last octet of Printer IP

- **Domain Name and DNS Server IPs**
 - Set Host Name: **gsm1900.org**
 - DNS Server Address: **10.66.3.25**
 - Backup DNS Server Address: **10.66.3.26**

Host Name

Device Host Name (required)

KS0VE1SFJC15

Identify this device (from other devices) across **DNS**. Unique from [Device Name](#).

DHCP

Automatically Acquire Host Name

☒

DHCP Host Name

XRX9C934EFC3FB5

Prioritize DHCP Host Name as Device Host Name

☐

DHCP Client Option 12

i DHCP Client Option 12: If the client device receives the DHCP Host Name option inside the response, the Host Name from that option will be used as the Device Host Name.

Cancel

OK

⊖ DNS

Hide DNS Settings

DNS

Host Name

⚠ Note: your changes are not yet saved. Click "Apply" to update settings.

>

Domain Name

Requested:

Verified: gsm1900.org

>

DNS Servers

10.66.3.25

10.66.3.26

>

Search Domains

gsm1900.org >

Additional DNS Configuration

>

Default All

Close

Apply

Turn Off USB Ports

- Go back to **Connectivity Setup** > Under **USB Settings** > Select to edit **Port Management (A and B)** > Turn off both **Front Primary (Type A)** and **Rear Left (Type A)**


USB Port Management

| | |
|------------------------|--------------------------|
| Front Primary (Type A) | <input type="checkbox"/> |
| Rear Left (Type A) | <input type="checkbox"/> |

Direct Connection (Type B)

Print and scan from a computer using the Type B port mounted on the rear of this device.

Connection Timeout 5 Seconds

 Disabling a USB Port may impact features that require the use of a USB port.

HTTPS

- Go back to **Connectivity Setup** > Under **Protocol** > Edit **HTTP** > Make sure **Force Traffic over Secure Connection (HTTPS)** is on (Select **Yes**)

HTTP

HTTP **Web Services**

Configuration

Connection
☐ Disabled
☒ Enabled
80 Port Number

Force Traffic over Secure Connection (HTTPS)
☐ No (Requests can be made over HTTP and HTTPS)
☒ Yes (All HTTP requests will be switched to HTTPS)
443 Port Number

Physical Connection
Ethernet

Keep Alive Timeout
10 seconds (1 - 60)

Choose Device Certificate
Xerox Default Device Certificate

Setting up Email

- Go to **Apps > Email > Setup > Edit SMTP**

Required Information

Server
☐ Use DNS (to identify SMTP Server)
☒ Specify SMTP Server manually

☐ IPv4 Address
☐ IPv6 Address
☒ Host Name

Host Name: Port

mail.t-mobile.com

 :

25

Default All

Close

Apply

- Go back to **Email Setup > Edit From Field**

/ [Email Setup](#)

From Field

Default From address

Xerox@T-Mobile.com

Always use default From address

☐ Yes
☒ No

Allow logged-in users to edit the From field when

☐ Address Book (LDAP) Search Successful
☒ Address Book (LDAP) Search Failure
☐ Address Book (LDAP) Search Not Performed

Edit From field when authentication is not required

☐ Yes
☒ No

Use sender's name

☐ Add sender's name to email address

Cancel

Save

Part 3: Other Device Settings

Hide All Apps Except for: Copy, Email, Jobs, and Device

- Go to **Apps > Enablement** > Only have **Copy, Email, Jobs, and Device** checked.

Search

Security Dashboard

Fleet Orchestrator

Adaptive Learning

Configuration Overview

Description

Configuration Report

General Setup

Connectivity

Login/ Permissions/ Accounting

Apps

Enablement

Order

Jobs App

Custom Apps

Printing

Copy

Scan Services

Email

Server Fax

Scan To

Workflow Scanning

Scan to Mailbox

Scan to Home

Scan To USB

Print From

Security

Configuration Watchdog

App Availability

Control which apps are available and visible on the local user interface. Availability controls whether apps are available for use and customization, where as visibility controls whether an app is displayed on the home screen. Apps set as a default are always available.

| Name | Type | <input type="checkbox"/> Availability | Visibility |
|--------------------|----------------|---|------------|
| Copy | Standard App | <input checked="" type="checkbox"/> Available Default Screen When Originals Are Detected | Visible |
| Email | Standard App | <input checked="" type="checkbox"/> Available | Visible |
| Fax | Standard App | <input type="checkbox"/> Unavailable | Visible |
| Print From | Standard App | <input type="checkbox"/> Unavailable | Visible |
| Scan To | Standard App | <input type="checkbox"/> Unavailable | Visible |
| Workflow Scanning | Standard App | <input type="checkbox"/> Unavailable | Visible |
| Jobs | Standard App | <input checked="" type="checkbox"/> Available | Visible |
| Device | Standard App | <input checked="" type="checkbox"/> Available | Visible |
| ID Card Copy | Standard App | <input type="checkbox"/> Unavailable | Visible |
| Server Fax | Standard App | <input type="checkbox"/> Unavailable | Invisible |
| Xerox® App Gallery | ConnectKey App | <input type="checkbox"/> Unavailable | Visible |
| @PrintByXerox | ConnectKey App | <input type="checkbox"/> Unavailable | Visible |

Apply

Print Settings

- Go to **Apps > Printing > General** > Uncheck **Print Basic Report at Power on**
- Under **Held Job Policy** > Check **Allow ‘Print on Alternate Paper’** When job is ‘Held for Resources’
- Under **Banner Sheet** > Check **No** for **Print Banner Sheets**

Search

Security Dashboard

Fleet Orchestrator

Adaptive Learning

Configuration Overview

Description

Configuration Report

General Setup

Connectivity

Login/ Permissions/ Accounting

Apps

Enablement

Order

Jobs App

Custom Apps

Printing

Printing Web Services

General

Secure Print

Hold All Jobs

Printer Fonts

Color Tables

Page Description Languages

Copy

Scan Services

Email

Server Fax

Scan To

Workflow Scanning

Scan to Mailbox

Scan to Home

Scan To USB

Print From

Security

Configuration Watchdog

Print Settings

General

Configuration Report

☐ Print Basic Report at Power on

Delete All print jobs at Power On

☐ Enabled

Configuration / Information Pages Report

☐ Restrict to System Administrator

When selected, 'Delete All print jobs at Power On' will erase all Print Jobs, including Held Jobs and Secure Jobs from the Print Queue. Immediate Job Overwrite will be invoked.

Reduce spooling rate of network jobs (to prevent rejection errors)

☒ Enabled

Held Job Policy (Active Queue)

Allow 'Print Around' on Held Jobs

☒ Yes

☐ No

Allow 'Print on Alternate Paper' When job is 'Held for Resources'

☒ Yes

☐ No

Delete Held Jobs After

Days

0-5

Hours

0-23

Minutes

0-59

Note: Setting Minutes to zero will disable this feature.

Banner Sheet

Print Banner Sheets

☐ Yes

☒ No

Allow the Print Driver to Override

☒ Yes

☐ No

Banner Sheet Identification

Job Owner User ID and Job Name

Example text displayed on the Banner Sheet

User ID: x1234

Job Name: [Application Name] - contract.doc

Output Error Sheet

Print Error Sheets

☒ Enable

☐ Disable

Date and Time

- Go to **General Setup > Date and Time**
 - Set **Date and Time Setup** to **Manual**
 - Set correct **Date & Time** and **Time Zone**

Or

- Leave **Date and Time Setup** as **Automatic using NTP**
- **NTP server Settings > Select Host Name**
 - Enter **pool.ntp.org** and **time.google.com** under **Host Name:** and **Alternate Host Name:**
 - Leave the **ports** at **123**
- Then select **Manual Time Sync**. Device may reboot.

Search

Security Dashboard

Fleet Orchestrator

Adaptive Learning

Configuration Overview

Description

Configuration Report

General Setup

Language & Keyboard

Cloning

Backup & Restore Settings

Entry Screen Defaults

Paper Management

Date and Time

Status LED & Sounds

Internationalization

Extensible Service Setup

Remote Services

Remote Management Server Setup

Display Device Information

Screen Saver

Configure Driver Links

Energy Saver

Supplies Plan

Supplies Plan Activation Code

Feature Installation

Notification Settings

Software Upgrade

Productivity Kit

Test Drive

Connectivity

Login/ Permissions/ Accounting

Apps

Security

Configuration Watchdog

Date and Time

Setup

Date and Time Setup

Automatic using NTP (Recommended) ▾

NTP Server Settings

☐ IPv4 Address

Host Name : Port

pool.ntp.org : 123

☒ Host Name

Alternate Host Name : Port

time.google.com : 123

Time threshold for triggering device re-sync with NTP

10-150 (Seconds)

110 - +

Changes to this setting will require a Reboot.

NTP Server Communication

Manual Time Sync

Destination Test

Date & Time

Format

☒ MM/DD/YYYY

☐ DD/MM/YYYY

☐ YYYY/MM/DD

☐ Display 24 hour clock

Month

1 - 12

7

Day

1 - 31

24

Year

2004 - 2034

2025

Hours

02

Minutes

26

PM ▾

Time Zone

(GMT -06:00) Central Time (US & Canada) ▾



Energy Saver Settings


- Go to **General Setup > Energy Saver > Set to Job Activated**
- Set **Sleep Mode** to **120 minutes**

Search


Security Dashboard
Fleet Orchestrator
Adaptive Learning
Configuration Overview
Description
Configuration Report
General Setup
Language & Keyboard
Cloning
Backup & Restore Settings
Entry Screen Defaults
Paper Management
Date and Time
Status LED & Sounds
Internationalization
Extensible Service Setup
Remote Services
Remote Management Server Setup
Display Device Information
Screen Saver
Configure Driver Links
Energy Saver
Supplies Plan
Supplies Plan Activation Code
Feature Installation
Notification Settings
Software Upgrade
Productivity Kit
Test Drive
Connectivity
Login/ Permissions/ Accounting
Apps
Security
Configuration Watchdog

Energy Saver

Exit Sleep Mode Strategy



☒ **Job Activated**
Wake up when activity is detected



☐ **Sleep and wake up at scheduled times**
Sleep and wake up at scheduled times

Ready Mode

→

Sleep Mode

Minutes: 0-120

120 - +

Auto Power Off

☐ Allow the device to power off after a period of time in sleep.

If users do not interact with Touch User Interface (the front panel) within the chosen interval of time, device settings will be reset to defaults, the user will be logged out, and the device will go to sleep.

Energy Saver will override the [Session Timer](#) when set to a lower value.

| Additional Features | Status | Action |
|---------------------|---|---|
| Power in Sleep Mode | <input checked="" type="checkbox"/> Maximum Savings | <input checked="" type="checkbox"/> Edit... |

Test Print from Store REMO Tablets