

WorkCentre™
5021
Tabloid/A3 Size
Black-and-white
Multifunction System



Xerox® WorkCentre™ 5021 Multifunction System Evaluator Guide



About this Guide

This Evaluator Guide introduces you to the WorkCentre 5021 Multifunction System, explains its key features and performance advantages, and provides guidance throughout your evaluation process.

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Section 1: Evaluating Multifunction Systems

Overview

Based on continuous study of our customers' productivity requirements, Xerox recommends that the following criteria be used when evaluating which Multifunction System to purchase for your office.

Cost Control

Can you monitor and control your organization's printing costs?

Productivity

Can the Multifunction System keep up with the demands of your business or workgroup?

Installation and Ease of Use

How does the Multifunction System ease the demands of the deployment process and everyday usage?

This section examines each of the evaluation criteria in greater detail, covering the specific features and performance attributes you should look for in a Multifunction System. When the same criteria are used to evaluate every device under consideration, you'll see how the WorkCentre 5021 Multifunction System excels against other manufacturers' products.

Print / Copy / Scan

11 x 17 in. / A3

20 ppm

WxDxH (Base Unit): 5021

Platen Model:
23.4 x 22.4 x 19.5 in.
595 x 569 x 496 mm

Section 1: Evaluating Multifunction Systems

Cost Control

One of the most critical considerations when evaluating a Multifunction System is its cost of operation. Are there features that help you conserve consumables? Does the vendor provide the tools you need to control access?

How the WorkCentre 5021 Multifunction System exceeds the cost control requirement:

Device consolidation

Low-cost, all-in-one functionality includes printing, copying and scanning, and saves office space and reduces costs by consolidating standalone devices.

Access control

For greater cost control, the Copy Accounting feature allows up to 10 password-protected user accounts with individual copy-job limits.

Section 1: Evaluating Multifunction Systems

Productivity

In addition to actual print engine speed, consider other important factors that affect productivity. Do the device's scanning features increase office efficiency? Can the device print on Tabloid/A3 size media? Is there ample standard paper capacity, and can capacity be added as your workload increases?

How the WorkCentre 5021 Multifunction System exceeds the productivity requirement:

Speed

The WorkCentre 5021 delivers output speeds up to 20 ppm. With first-page-out times as fast as 7.5 seconds, users won't have to wait long for their jobs to get started, either.

Image quality

With up to 600 x 600 dpi print resolution, the WorkCentre 5021 Multifunction System generates high-quality output with crisp text and images.

Scanning capabilities

The WorkCentre 5021 Multifunction System includes scanning software solutions that increase document workflow efficiency, helping you improve image quality and enabling Optical Character Recognition for future editing.

With the included Scan to PC Desktop™ software's PaperPort utility, you can easily do more with your scanned files:

- The tool's visual layout simplifies common tasks.
- Optical Character Recognition capability lets you create text-searchable files.
- Simultaneously use two workspaces to more easily organize scanned documents.
- Drag and drop files from the PaperPort workspace directly to common locations, such as PowerPoint or an FTP site.
- Built-in search engine for indexing your text-searchable files.

Media handling

The WorkCentre 5021 Multifunction System comes standard with a 100-sheet Bypass Tray and 250-sheet paper tray, for a total capacity of up to 350 sheets. The available 500-sheet paper tray increases capacity 850 sheets means fewer stops to reload paper. All paper trays handle plain paper, recycled paper and labels, and sizes up to Tabloid/A3, for more paper-size versatility.

Concurrency

The controller's advanced design also helps avoid bottlenecks at the front panel. Concurrent operation means you won't have to wait until a long print job is complete to program a scan or copy job. By keeping the front panel available for programming while the print engine is busy, users stay productive and avoid idle time. Scan jobs can be programmed and executed without waiting for the print engine to become available, while newly programmed copy jobs will join the job queue and be executed when earlier jobs are completed.

Section 1: Evaluating Multifunction Systems

Installation and Ease of Use

Installing and operating a Multifunction System is a potentially complicated endeavor. The process isn't limited to physically placing the unit in its new environment, but also includes factors that determine whether users can easily operate the device with little support.

How the WorkCentre 5021 Multifunction System exceeds the installation and ease of use requirements:

Installation

The WorkCentre 5021 Multifunction System offers a small and compact footprint, which means the device fits even in offices where space is at a premium. The compact design was achieved with an inner catch tray and by reducing the size of sub-modules such as the scanner unit.

Ease of use

The intuitive front panel user interface allows for users to quickly access walkup functions and features at the touch of a button.

The Job Build feature eliminates manual collation, saving you precious time, while convenient tools like N-up and ID Card Copy simplify everyday processes – and come standard.

The WorkCentre 5021 devices use toner cartridges instead of toner bottles, which makes replacement faster, easier and cleaner.

Section 2: Configuration Summary, Specifications, Supplies and Support Resources

Configuration Summary



WorkCentre 5021	
Speed	Up to 20 ppm
Duty Cycle	Up to 20,00 pages per month
Paper Handling	
	Platen
Paper input	Standard Bypass Tray: 100 sheets; Sizes: 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3
	Tray 1: 250 sheets; Sizes: 8.5 x 11 in. to 11 x 17 in. / B5 to A3
	Optional Tray 2: 500 sheets; Sizes: 8.5 x 11 in. to 11 x 17 in. / B5 to A3
Paper output	Center Output Tray: 250 sheets
Two-sided output	Manual
Copy	
First-page-out-time	As fast as 7.5 seconds
Resolution	600 x 600 dpi
Copy features	Reduce/Enlarge, N-up, ID Card Copy, Lighten/Darken, Auto Rotation
Print	
First-page-out-time	As fast as 14 seconds
Resolution	600 x 600 dpi
Memory	128 MB
Connectivity	USB 2.0, optional 10Base-T / 100Base-TX Network Card*
Page description languages	HBPL
Print features	Watermark, Poster, N-up, Booklet, Mixed Document, Toner Save, 256-bit grayscale
Scan	
Destinations	Scan to PC, Scan to TWAIN application
Features	Xerox® Scan to PC Desktop® SE Personal Edition (1 seat, includes Nuance® PaperPort, OmniPage and Image Retriever), TIFF, PDF, BMP, Support for Linux Scan (available post-launch), Job Build
Resolution	Up to 600 x 600 dpi
Accounting	Copy Accounting – controls access and tracks usage
Operating Systems	Windows® XP (32/64 bit), Server 2003 (32/64 bit), Vista (32/64 bit), Server 2008 (32/64 bit), Server 2008 R2, 7 (32/64 bit) and 8 (32/64 bit post launch), Linux
Other Options	Second Tray, Mobile Stand

* Network Card is not available with network scanning.

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Specifications and Supplies

Specifications	
Print Driver Support	<p>Microsoft® Windows® XP (32/64-bit) Windows Server 2003 (32/64-bit) Windows Vista (32/64-bit) Windows Server 2008 (32/64-bit) Windows Server 2008 R2 Windows 7 (32/64-bit) Windows 8 (32/64-bit) - Available post-launch Linux®</p>
Media Handling Supported Sizes and Weights	<p>Bypass Tray Capacity: 100 sheets Sizes: 5.5 x 8.5 in. to 11 x 17 in. / A5 to A3 Weights: 16 – 30 lb. bond / 60 – 110 gsm Media types: plain paper, recycled paper, labels</p> <p>Tray 1 Capacity: 250 sheets Sizes: 8.5 x 11 in. to 11 x 17 in. / B5 to A3 Weights: 16 – 24 lb. bond / 60 – 90 gsm Media types: plain paper, recycled paper</p> <p>Tray 2 (optional) Capacity: 500 sheets Sizes: 8.5 x 11 in. to 11 x 17 in. / B5 to A3 Weights: 16 – 24 lb. bond / 60 – 90 gsm Media types: plain paper, recycled paper</p>
Operating Environment	<p>Temperature: Operating: 50° to 90° F / 10° to 32° C</p> <p>Relative Humidity: Operating: 15% to 85%</p> <p>Sound Power Levels: Standby: less than 3.67 B Printing: less than 6.81 B</p> <p>Sound Pressure Levels: Standby: less than 20 dBA Printing: less than 52 dBA</p>
Electrical	<p>Power: 110 – 127 VAC, 50 – 60 Hz Power Consumption: Average: 511 watts Low Power: 40 watts Ready: 65 watts Sleep: 2.4 watts</p> <p>Power: 220–240 VAC, 50/60 Hz Average: 478 watts Low Power: 42 watts Ready: 56 watts Sleep: 2.5 watts ENERGY STAR® qualified</p>
Dimensions (Width x Depth x Height)	23.4 x 22.4 x 19.5 in. / 595 x 569 x 496 mm; Weight: 66.1 lb. / 30 kg
Agency Approvals	UL–60950–1/CSA–60950–1–07, 2nd Edition, CE Mark applicable to Directives 2006/95/EC, 2004/108/EC, 1999/5/EC ENERGY STAR®

Section 2: Configuration Summary, Specifications, Supplies and Support Resources

Specifications and Supplies

Network Protocol Support		
Category	Item	Default
	10/100Base	–
TCP/IP	IPv4	–
	IPv4: DHCP/BOOTP/RARP/AutoIP	–
	IPv6	–
	IGMP	On
	IPv6: DHCPv6 Lite (Only get DNS Server Address)	On
Protocol	LPD	On
	Port9100	On
	SNMPv1	On
	SNMPv2c	On
	SNMP/UDP	On
	HTTP	–
	CWIS	On
IP Filter	IPv4 Address	–
	IPv6 Address	–

Supplies		
Description	Details	Order Number
Standard-Capacity Toner Cartridge	9,000 standard pages ¹	006R01573
Drum Cartridge	80,000 pages ²	013R00670
Accessories	500-sheet Tray	497K11610

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

² Approximate pages. Declared yield based on an LEF Letter/A4 job size. Yield will vary based on media size and orientation.

Section 2: Configuration Summary, Specifications, Supplies and Support Resources

Support Resources

Unrivaled Service and Support

Behind every Xerox product is a large network of customer support that's unrivaled in the industry and available when you need it. Xerox service professionals use leading-edge technologies to keep you up and running. They're even linked to the engineers who designed your product, so you can be confident when you choose Xerox. And genuine Xerox supplies are always readily available.

Xerox® Office Services Support

Asset management services

- **Asset Optimization and Tracking** — Process and tools to optimize an enterprise's office output infrastructure and reduce hard costs.
- **Break-Fix Management** — Single point of ownership and management for break-fix service of all brands of office output devices, regardless of manufacturer.
- **Supplies Management** — Process and tools to procure, monitor and replenish all document-related supplies proactively.

Imaging and output management services

- **Output Management** — Single point of management of office output from all output devices, regardless of manufacturer.
- **Image Capture and Workflow** — Cost-efficient solutions for capturing, managing, retrieving and distributing information into digital repositories.

Support services

- **Technology Procurement and Deployment** — A creative and flexible end-to-end print/computer product acquisition solution that uses a single-point-of-contact model while lowering the total cost of acquisition.
- **Help Desk Services** — A broad range of enterprise services, managed through a centralized single point of contact and delivered through either an on-site or off-site model.
- **End User Services** — Microsoft software implementation, IT project consulting, and customer education.

Access managed services

- **Student and Library Patron Access** — Custom designed and implemented customer-managed solutions.

Additional Information Sources

WorkCentre 5021 front panel:

- The front panel offers tools to help with machine setup, feature selections, operational problems, and media feed and supply issues.

Customer Documentation:

- Installation Guide
- Quick Use Guide
- Software and Documentation CD-ROM
- Warranty Booklet

On the Web:

Visit www.xerox.com/office for:

- Product, supplies, and support information
- Downloading drivers
- Finding your local reseller
- Online documentation

Visit www.xerox.com/office/support for:

Support and service information, including the same troubleshooting Knowledge Base used by Xerox Customer Support staff to provide the latest technical information on:

- Application issues
- Errors
- Print-quality issues
- Troubleshooting

Questions? Comments? Problems?

For more information about the Xerox® WorkCentre™ 5021, please contact your Xerox sales representative, or visit us on the web at www.xerox.com/office.

