

Icons and Letters

The following tables provide descriptions of the icons on the display screen.

Envelope Icons

	Tower Feeder Orientation: <i>flap side down, flap first.</i>	HCEF* Orientation: <i>flap side down, flap last.</i>
Non-Window Letter Envelope		
Window Standard Flap Envelope		
Window Forward Flap Letter Envelope		
Window Bottom Flap Letter Envelope		
Non-Window Flat Envelope		N/A
Window Standard Flap Flat Envelope		N/A
Window Forward Flap Flat Envelope		N/A
Window Bottom Flap Flat Envelope		N/A

*High Capacity Envelope Feeder



















Fold Icons

No Fold	C Fold	Z Fold	Single Fold	Double Fold

Sheet Icons



	Orientation: <i>face up, top first.</i>	Orientation: <i>face up, bottom first.</i>	Orientation: <i>face down, top first.</i>	Orientation: <i>face down, bottom first.</i>
Sheet, Not Personalized				
Sheet, Top Address				
Sheet, Middle Address				
Sheet, Bottom Address				
Multiple Sheets, Not Personalized				
Multiple Sheets, Top Address				
Multiple Sheets, Middle Address				
Multiple Sheets, Bottom Address				

Insert Icons

	Orientation: <i>face up, top first.</i>	Orientation: <i>face up, bottom first.</i>	Orientation: <i>face down, top first.</i>	Orientation: <i>face down, bottom first.</i>
Slip or Generic Insert				
Reply Envelope		N/A	N/A	N/A
Reply Card				
Multiple Slips or Generic Inserts				
Multiple Reply Envelopes		N/A	N/A	N/A
Multiple Reply Cards				

Feeder Assignment Icons




Feeder assignment is indicated by a letter in a grey square to the right of the job item icon in the Mail Piece Icon Tree. The letter that will display in the blue square depends on the assigned feeder.

- **Single Feeder Assignment** is indicated by one grey square. 
- **Linked Feeder Assignment** is indicated by two grey squares. 

NOTE: The table below provides a list of all possible feeder assignments. Available feeders depend on your system configuration.

Feeder Letter	Location	Position
A	Feeder Tower	Bottom left feeder
B	Feeder Tower	Bottom right feeder
C	Feeder Tower	Top left feeder
D	Feeder Tower	Top right feeder
G	High Capacity Envelope Feeder (HCEF)	N/A
J	High Capacity Sheet Feeder 1 (HCSF)	Bottom feeder
K	High Capacity Sheet Feeder 1 (HCSF)	Top feeder
L	High Capacity Sheet Feeder 2 (HCSF)	Bottom feeder
M	High Capacity Sheet Feeder 2 (HCSF)	Top feeder
X	Custom Feeder	N/A
Z	Attached Printer	N/A

Other Icons

Error Icon - appears in pop-up messages on display screen. Indicates message is an error message .	
Warning Icon - appears in pop-up messages on display screen. Indicates message is a warning message .	
Seal On Icon - appears in Mail Piece Icon Tree if sealing is on . Safe Seal Icon - appears in Mail Piece Icon Tree if safe seal is on .	
Double Detect Icon - appears in Mail Piece Icon Tree if double detect is on .	