hp multifunction finisher

use

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1 Finisher basics

Overview	5
Features and benefits	3
Paper-handling features	6
Interpreting light patterns.	7

2 Finisher tasks

Overview
Configuring control panel settings10
Making booklets
Using the stapler
Selecting the stapler
Loading the stapler cartridge
Choosing the output bin
Identifying the output bins
Selecting the output location

3 Problem solving

Overview	.35
Resolving common problems	.36
Interpreting control-panel messages	.38
Clearing jams	.41

Appendix A Specifications

Overview
Physical specifications48
Environmental specifications50
Power consumption
Power requirements
Circuit capacity
Operating environment
Supported media types53
Supported media

Appendix B Regulatory and warranty information

Overview	57
Declaration of Conformity	58
Canadian DOC Regulations	59
Warranty information	61

Index



Overview

- Features and benefits
- Interpreting light patterns

Features and benefits

The HP Multifunction Finisher offers multiple custom-finishing options in an easy-to-use device. You can produce complete, professionallooking documents in-house in a single step, eliminating the time and expense involved in sending documents out to professional finishing services.

Paper-handling features

You can use the device to stack, staple, saddle stitch, and fold large quantities of documents on demand. The HP Multifunction Finisher has the following features:

- It supports up to 50 pages per minute (ppm).
- It offers a choice of staple positions:
 - one or two staples (at the top left, for portrait and landscape orientation)
 - two side staples (on the trailing edge of the media)
- It staples up to 50 sheets of A4- and letter-size paper per document.
- It staples up to 25 sheets of A3- and ledger-size paper per document.
- It folds single pages.
- It saddle stitches and folds booklets composed of up to 10 sheets of paper (40 pages).
- It provides high-capacity stacking for up to 1,000 sheets of A4and letter-size paper or up to 500 sheets of A3- and ledger-size paper.
- It provides stacking for transparencies, envelopes, labels, and prepunched and cut-sheet paper.
- It stacks up to 40 booklets composed of up to 5 sheets (20 finished pages) of A3- and ledger-size paper.
- It allows selection of cover stock up to 199 g/m² (53 lb) in weight.
- It arranges documents using time-saving job offsets.

Interpreting light patterns



Figure 1. Location of LED light

The user LED light, located on the front of the device, indicates a general error status. Use the following table to interpret device status using the LED light.

User LED light patterns

Light status	Interpretation
Green solid	The device is operating normally.
Green blinking	The device is in Service Mode.
Amber blinking	The device has a paper jam, a staple jam, or an operation error. Or, the device is detached from the printer.
Amber solid	The device has a malfunction.
Off	The device is off.

Note The service LED lights, located o error information for customer su service LED light is on, consult a	n the back of the device, give specific pport and service agents. If the red service professional.
-------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------



Overview

- Configuring control-panel settings
- Making booklets
- Using the stapler
- Choosing the output bins
- Using the stacker
- Using other features in the printer driver

Configuring control panel settings

The device attaches to the left side of the HP printer. You can change the default job offset and default stapler actions through the printer control panel in the CONFIGURATION OF MULTIFUNCTION FINISHER menu.

Note The system administrator can limit access to the job-offset and default stapler actions.

Offset actions

Offset Action: No	When the OFFSET	mode is off, all of the jobs are stacked with no
	separation.	

- Offset Action: Yes When the DFFSET mode is on, the device automatically separates complete jobs or mopies (multiple original prints of a single job). Each job or mopy is separated by setting the jobs apart from each other (for unstapled jobs).
- Note The offset function is available only in the stacker bin (bin 1) and only for jobs that are not stapled.

You can select the available stapler action through the printer driver (for example, use of one staple or two staples).

Default stapler actions for bin 1 (stacker bin)

No Staple	If the default action is set to NO_STAPLE, the job is not stapled.
Corner Staple	If the default action is set to ONE STAPLE, the staple is placed in the top left corner of the document. If you are printing in landscape format, the staple location is automatically adjusted for placement in the top left corner of the landscape layout.
Two Staples	If the default action is set to TWO STAPLES, two staples are used with one job or with mopies. Both staples are placed parallel to the edge closest to the printer (the trailing edge).

Fold-line settings for bin 2

Note	Use the the fold-	se the MULTIFUNC. FINISHER ADJUSTMENTS setting to gain access to ne fold-line adjustments.		
FOLD LINE AI	DJUST: -R	Select LTR-R $\&$ A4-R to adjust the fold line for 8.5-by-11-inch or 8.26-by-11-inch sheets.		
FOLD LINE AI	DJUST: SB4	Select LEGAL $\&$ JISB4 to adjust the fold line for 8.5-by-14-inch or JIS B4 sheets.		
FOLD LINE AI	DJUST: A3	Select $11{\times}17~$ & A3 to adjust the fold line for 11-by-17-inch or A3 sheets.		
	Adjust tl are in +, +/- 2.1 r	he fold-line position depending on the sheet size. Adjustments /15 mm (0.006 inch) increments, with a maximum range of nm (0.082 inch).		

Note If the fold line and the stitch position do not match, call for service.

Making booklets

You can use some programs, such as desktop publishing programs, to help you prepare your booklet. Refer to the *use* guide that came with your program for information about making booklets.

If you are using a program that does not support booklet-making, you can create booklets using your HP printer drivers.

Note HP recommends that you use the program to prepare and preview your document for printing, and then use your HP driver to print and saddle stitch your booklet.

These are the three main steps that create a booklet from your driver:

- Preparing your booklet: Arrange the pages on a sheet (booklet imposition) to create a booklet. You can impose your document from your program or use the booklet-printing feature in your HP driver. (See "To activate booklet printing".)
- Adding a cover: Add a cover to your booklet by selecting a different first page using a different paper type. You can also add a cover of the same paper type as your booklet. Booklet covers must be the same size as the rest of the sheets. However, the covers can be a weight different from the rest of the booklet. (See "To select a booklet cover".)
- Saddle stitching: Staple the center of your booklet and then fold the pages. If your booklet is only one sheet of paper, the device will fold the sheet but not staple it. If the booklet consists of more than one sheet of paper, the device staples and then folds up to 10 sheets per booklet. (See "To saddle stitch a booklet".)

The booklet-printing feature of the device allows you to fold and saddle stitch booklets composed of the following paper sizes: A3, A4, letter, legal, ledger, and B4-JIS.

Note Before printing booklets on Letter and A4 media, see your input tray paper-loading instructions for rotated media (LTR-R and A4-R).

To activate booklet printing

Note

Your printer might support this function through Mac OS X.

Microsoft® Windows®

1 Click File, click Print, and then click Properties.

Print			? ×
Printer <u>N</u> ame:	HP LaserJet 9000 PCL 6		Properties
Status: Type: Where: Comment:	Idle HP LaserJet 9000 PCL 6 LPT1:		Print to file
Page range All C Current C Pages: Enter page separated b	page C Selection numbers and/or page ranges y commas. For example, 1,3,5–12	Copies Number of <u>c</u> opies:	1 +
Print <u>w</u> hat:	Document 💌	Print: All pages in rang	je 💌
Options		OK	Close

- 2 Follow the instructions for your driver type:
 - If you are using a PCL driver, click the Finishing tab. On the Document Options menu, select Print on Both Sides. On the Booklet Printing drop-down menu, select a size from the list.

SerJet 9000 PS Document Properties	;
Finishing Effects Paper Destination Basics	
Quick Sets Unitited Save Document Options Print on Both Sides Booklet Printing: 11x17 (Left Binding) Letter (Right Binding) Letter (Right Binding) Letter (Right Binding) B4(JIS) (Left Binding) C B4(JIS)	A32 by 279 mm. 432 by 279 mm. Print Quality Best Quality G 600 dpi Custom Detaits EconoMode (saves toner only with genuine HP print catridges)
ОК	Cancel Apply Help

• If you are using a PostScript® (PS) driver, see the program Help files for information on activating booklet printing.

Macintosh

- 1 Click **File** and then click **Print**.
- 2 On the drop-down menu, select **Layout**, and then select **Print on Both Sides**.

3 Select Plug-In	Preferences.
------------------	--------------

Plug-In Preferences es from: Cassette \$ Save as file © First page from: Cassette \$	General Image: Color Matching Color Matching Image: Collate Cover Page Image: Collate Font Settings Image: Collate Job Logging Image: Collate	d fo:	
○ First page from: Cassette \$	Plug-In Preferences Save as file	Cassette	\$
	O First page from:	Cassette	\$
Remaining from: Cassette 🔶	Remaining from	: Cassette	\$

4 Select Print Time Filters, select Booklet, and then click Save Settings.

4	Print Time Filters	1	
1	⊠ Booklet ►	1	
		4	

5 Select Booklet Printing.

The second	~	Font Settings Job Logging Layout Plug-In Preferences	ries2 💠	Destination:	Z Printer	1-8.7 •
		Save as File Imaging Options Resolution Options Watermark/Overlay Job Retention Output Options	ne Filters oklet	i i		
	5	Booklet Printing		Cancel) (Prin	t

6 Select Format output as booklet, and on the drop-down menu select Paper for booklet. Select a size from the list or type a custom size.

Booklet Pri	nting 🗢 🔶 ———	and the second
1	Document will be formatte specified in Page Setup.	ed to fit "Letter (Small)" paper a klet
Paper for booklet: Letter (Small)		
	Scaling:	Binding:
0	Proportional	🖲 Left
	🔾 Fit Page	🔾 Right

To select a booklet cover

Note

Your printer might support this function through Mac OS X.

Windows

- 1 Click File, click Print, and then click Properties.
- 2 Follow the instructions for your driver type:
 - If you are using a PCL driver, click the **Paper** tab. Click the **First Page** tab and select the **Use different paper for first page** box. On the **Size is**, **Source is**, and **Type is** menus, select the settings that correspond to the media you are using.

HP LaserJet 9000	es 🤶 🗙
Finishing Effects Paper Destination Basics	1
Quick Sets	
Save	
	H
First Page Other Pages Back Cover	
Use different paper for first page	216 by 279 mm.
Size in: 216 by 279 cm	
Letter <u>Custom</u>	
<u>S</u> ource is:	
Manual Feed 💌	
Turne in	
Type is:	
Preprinted T	
	× 0 0
	Cancel Apply Help
OK	

To saddle stitch a booklet

Note

Your printer might support this function through Mac OS X.

Windows

- 1 Click File, click Print, and then click Properties.
- 2 Follow the instructions for your driver type:
 - If you are using a PCL driver, click the **Finishing** tab and select the **Fold/Saddle Stitch** box. Selecting **Fold/Saddle Stitch** ensures that the document is folded.

H aserJet 9000 PCL Document Properti	es 🕴 🗙
Finishing Effects Paper Destination Basics	1
Quick Sets	H
Document Options ✓ Print on Both Sides ✓ Flip Pages Up Booklet Printing: Off	216 by 279 mm.
Staple Stapling	Print Quality © Best Quality © 600 dpi © Custom Details EconoMode (saves toner only with genuine HP print cartridges)
OK	Cancel Apply Help

• If you are using a PS driver for Windows 95 or Windows 98, click **File**, click **Print**, and then click **Properties**.

Print			<u>? ×</u>
Printer <u>N</u> ame: Status: Type: Where:	HP LaserJet 9000 PS Idle HP LaserJet 9000 P5 LPT1:	2	Properties
Comment: Page range- C <u>All</u> C Curr <u>e</u> nt	page C Selection	Copies Number of <u>c</u> opies:	
Enter page separated b	numbers and/or page ranges y commas. For example, 1,3,5–12	Print: All pages in ra	
 Options		OK	Close

• Click the Paper tab and click More Options.

👔 LaserJet 9000 PS Document Properties 🛛 👔 🗵				
Paper Graphics Device Options PostScript				
Paper size: Letter (215.9 x 279.4 mm)				
Letter Executive Legal 11x17 A3				
Layout				
<u>O</u> rientation				
C Landscape C Landscape C Lotated				
Paper source: AutoSelect Tray				
Copies: 1 Custom Unprintable Area				
More Options About Restore Defaults				
OK Cancel Apply				

• Select None, and on the drop-down menu select Booklet Bin.

More Paper	Dptions	? ×
Printing on	both sides (duplex printing)	
	Flip on long edge	
	○ Flip on short edge	
<u>O</u> utput bin:	Printer's Current Setting	•
$\widehat{1}$	Stacker Bin (Face Down) Stacker Bin (Stapled max 50 sheets)	-
	Stacker Bin(Stapled Upposing max 50 sh Booklet Bin	ee
OK	Cancei Restore Deia	aits

• If you are using a PS driver for Windows NT® or Windows 2000, click the **Layout** tab and then click **Advanced**.

Ser Jet 9000 P5 Document Proper	rties		<u>? ×</u>
Layout Paper/Quality Job Retention			
Orientation Portrait Landscape Rotated Landscape Print on Both Sides(Duplex)			
 None Flip on Long Edge Flip on Short Edge 			
Page Order Front to Back Back to Front			
Pages Per Sheet: 1		Advanced	Cancel

 Select the appropriate settings for Document Options, Printer Features, Output Destination, and Saddle Stitch. Also, the saddle-stitch option is automatically selected if you select Booklet Bin in the Output Destination tab.



Macintosh

- 1 Click **File** and then click **Print**.
- 2 On the drop-down menu, select **Output Options**.

 ▲ Font Settings Job Logging Layout ✓ Plug-In Preferences Save as File 	ries2 💠	Destination:	Z1-8.7 Printer 😫
Imaging Options Resolution Options Watermark/Overlay Joh Retention Output Options	ne Filters oklet	i.	
Booklet Printing			4 4
Save Settings		Cancel	Print

3 On the drop-down menu, select **Booklet Bin**.

Output Options	÷]	
Jutnut Destination		
✓ Printer's Current Setting		
Left Output Bin		
Stacker (Face-Up)	=	
Stapler	P	
Booklet Bin		
j Edge-to-Edge Printing		
		6
		Contraction of the second s

4 Select Fold/Saddle Stitch.

Destination: Printer :
R
7.3

Using the stapler

The device can staple documents consisting of a minimum of two pages and a maximum of 50 pages of 75-g/m² (20-lb) Letter or A4 paper (a maximum of 25 pages for Ledger or A3 paper). The pages must be 64 to 199 g/m² (17 to 53 lb) in weight for any paper size the product supports.

Consider these additional points:

- The stacker bin can hold up to 1,000 sheets stacked (without staples).
- Heavier media might have a stapling limit of fewer than 50 pages.
- If the job you want to have stapled consists of only one sheet, or if it consists of more than 50 sheets, the device delivers the job to the bin without staples.

Selecting the stapler

You usually can select the stapler through your program or driver, although some options might be available only through the driver.

Where and how you make selections depends on your program or driver. If you cannot select the stapler from the program or driver, select the stapler from the product control panel.

To select the stapler from the HP LaserJet 9000 control panel

- 1 Press \checkmark to enter the menus.
- **2** Use \blacktriangle and ∇ to scroll to CONFIGURE DEVICE and press \checkmark .
- **3** Use \blacktriangle and \bigtriangledown to scroll to MULTIFUNC. FINISHER and press \checkmark .
- 4 Use \blacktriangle and ∇ to scroll to STAPLES and press \checkmark .
- 5 Use \blacktriangle and \triangledown to scroll to the desired stapling option and press \checkmark .

Your stapling options are **None**, **One**, or **Two** staples.

To select the stapler from the HP LaserJet 9000mfp control panel

- 1 Touch Copy Settings.
- 2 At the **Staple** menu, touch **Corner** or **Edge**, depending on where you want the documents stapled, and then touch **OK**. If you selected **Booklet** from the **Copies per Page** menu, your stapling options are **None**, **One**, **Two**, and **Saddle Stitch**.
- Note The page icon on the right side of the touch screen shows the position of the staple.

To staple documents

Windows

- 1 Click File, click Print, and then click Properties.
- 2 Follow the instructions for your driver type:
 - If you are using a PCL driver, click the **Finishing** tab and select the **Staple** box. Click **Stapling**.

Ser Jet 9000 PCL Document Propertie Finishing Effects Paper Destination Basics Quick Sets	s 2 2 2 Pint Quality © Best Quality © 600 dpi © Custom Details © EconoMode (saves toner only with genuine HP print catridges)
ŌK	Cancel Apply Help

• Select the desired number of staples.

Stapling Options	?×
Number of Staples © One Staple © Two Staples	216 by 279 mm.
[OK Cancel Help

 If you are using a PS driver for Windows 95 or Windows 98, on the drop-down menu select Stacker Bin (Stapled max 50 sheets).

More Paper	Options	? ×	
Printing on both sides (duplex printing)			
<u>O</u> utput bin:	Stacker Bin (Stapled max 50 sheets)	•	
OK	Cancel Restore <u>D</u> efa	ults	

• Click the **Device Options** tab. On the drop-down menu, select **Stapling Options Two Staples**. On the drop-down menu, select **Two Staples**.

HP Laser let 9000 PS	2	×
	-	
Paper Graphics Device Options PostScript		1
Printer <u>f</u> eatures		
Stapling Options Two Staples		
User System Name (if available)		
Change setting for: Stapling Options		
Two Staples		
Restore Defaults	1	
OK Cancel App	ly .	

 If you are using a PS driver for Windows NT or Windows 2000, select the appropriate settings for Document Options, Printer Features, Output Destination, and Stapler. Also, the stapler option is automatically selected if you select Stacker Bin (Stapled max 50 sheets) in the Output Destination tab.



Macintosh

- 1 Click **File** and then click **Print**.
- 2 In the pop-up menu, select **Output Options**.
- 3 On the drop-down menu, select **Stapler Option**.

		21	1-8.
Printer: HP LaserJet 9000 Series2 😫	Destination:	Printer	\$
Output Options 🔹			
Ou ut Destination			
Stapler 🗧			
Stapler Option			
Printer's Current Setting			
i Staple, ungonal			
2 Staples, parallel			
3 Staples, parallel		-	-
6 Staples, parallel		4	9
		107	

Mac OS X

- 1 Click File and then click Print.
- 2 On the pop-up menu, select **Finishing**. On the drop-down menu, select the **Stapler Option**.



Loading the stapler cartridge

The message STAPLER LOW ON STAPLES appears on the printer control panel if the stapler cartridge has 20 to 50 staples remaining. The message STAPLER OUT OF STAPLES appears on the printer control panel if the stapler cartridge contains no more staples.

To load the stapler cartridge

- 1 Open the stapler-unit door.
- 2 Slide the stapler unit toward you.
- **3** Turn the large green knob until you see the blue dot (this indicates that the stapler is fully open).
- 4 Turn the small green knob at the top of the stapler unit clockwise until the staple cartridge moves to the left of the stapler unit.

CAUTION

The blue dot must appear in the window of the stapler unit before you remove the staple cartridge. If you try to remove the staple cartridge before the blue dot appears in the window, you could damage the device.



6

6

7

8

- 5 On the empty staple cartridge, squeeze the tabs together and pull the empty cartridge out.
- 6 Insert the new staple cartridge so that it locks into place.
- 7 Slide the stapler unit into the device.
- 8 Close the stapler-unit door.

Choosing the output bin

Identifying the output bins

The device has two output locations: the stacker bin and the booklet bin.



The default **stacker bin** (bin 1) provides 1,000 sheets of stacking capacity and delivers documents face up or face down, depending on which option is selected in the driver.

The **booklet bin** (bin 2) provides folding and saddle stitching for 40 booklets composed of up to 5 sheets (20 finished pages) of paper. A stacking guide automatically adjusts to accommodate the size of the booklet in production.

The stapler serves both bins, and staples as many as 50 sheets of paper per document or 10 pages per saddle-stitched document.

A sensor causes the printer to stop when the device bins are full. Operation continues when you remove all media from the bin.

Note Transparencies, envelopes, labels, prepunched paper and cut-sheet paper are supported in the stacker bin (bin 1).

Note If you print envelopes, remove all envelopes from the bin once the job is complete to maintain stacking quality.

Selecting the output location

You can select an output location (bin) through the software application or through your printer driver. (Where and how you make selections depends on your program or driver.) If you cannot select an output location from the program or the driver, set the default output location from the printer control panel.

To select an output location from the control panel

On the touch screen of the graphical display:

- 1 Touch MENU.
- **2** Touch CONFIGURE DEVICE.
- **3** Touch PRINTING.
- 4 Touch PAPER DESTINATION.
- 5 Scroll to the output bin or device you want, and then touch OK. Your network administrator might have changed the name of the device. An asterisk (*) appears next to your selection.

On the non-touch screen:

- 1 Use \blacktriangle or ∇ to scroll to CONFIGURE DEVICE and press \checkmark .
- **2** Use \blacktriangle or \blacksquare to scroll to PRINTING and press \checkmark .
- 3 Use \blacktriangle or $\mathbf{\nabla}$ to scroll to PAPER DESTINATION and press \checkmark .
- 4 Use ▲ or ▼ to scroll to the output bin or device you want and press ✓. Your network administrator might have changed the name of the device. An asterisk (*) appears next to your selection.

3 Problem solving

Overview

- Resolving common problems
- Interpreting control-panel messages
- Clearing paper jams
- Clearing stapler jams

Resolving common problems

Common device problems

Situation

Possible Reason

The device does not turn on.

- Make sure that the power cord is firmly plugged into the 2,000-sheet input tray.
- Turn the printer off, check all the cable connections, and turn the printer on.
- The printer does not recognize the device or the user LED on the device is off.
- Check the device power cord.
- Make sure that the device has been configured in the printer driver.
- Check the HP Jet-Link connector.
- Print a configuration page to see if the device is operating normally.
- If the printer still does not recognize the device, contact your local authorized HP service provider. (See "Service and support" on page 61.)

The job was not stapled.

- The stapler is out of staples and AUTO CONTINUE is set to ON.
- A single-page job was sent to the stapler; one-page jobs are not stapled.
- The wrong size or type of paper was used for the job.
- More than 50 sheets of 75-g/m² (20-lb) media were sent to the stapler, exceeding its capacity.

Note

Transparencies, envelopes, labels, and cut-sheet paper are supported in the stacker bin. The stapler can staple jobs of 2 to 50 sheets of 75-g/m² (20-lb) media. If the job is thicker than this, the job is ejected unstapled. The stacker bin can hold a maximum of 1,000 sheets, depending on the paper size and weight.

- The stapler has bent or broken staples in the stapler head.
- A staple jam exists, or a staple jam was recently cleared (up to two sequential jobs might not be stapled).
- The job was sent to a bin other than the stapler bin because the wrong size or type of paper was used for the job.
- The interface cable to the stapler unit might be defective or is not connected properly.

Common device problems

Situation

The job went to a different output location than expected.	 The paper does not meet the specifications for the output bin. (See "Specifications" on page 47, or go to http://www.hp.com/ cposupport/.) Make sure that the correct output bin is selected in the printer driver. For more information about changing printer driver settings, see your printer user guide.
The print media jams.	 Make sure that you are using the supported media weights and sizes. (See "Supported media types" on page 53.) Note Using paper outside HP specifications might cause problems that require repair. This repair is not covered by the Hewlett-Packard warranty or service agreements. (See "Supported media types" on page 53.)
	 Check the cables and connectors between the printer and the device. Repeated jams that occur when print media travels between the printer and the device might mean that the printer and device are set up on an uneven floor. Level the device. See the device installation guide for instructions about leveling the device.
You are experiencing general repeated stapler jam problems.	 Check to see that the job to be stapled is less than 50 sheets thick. The stapler might have some trapped staple wires obstructing the cartridge. Remove loose staples and paper dust from the inside of the stapler. (See "To clear a staple jam from the device" on page 42.)

Possible Reason

Interpreting control-panel messages

The following table explains device messages that might appear on the printer control panel. Messages are listed in alphabetical order.

Control panel messages

Message	Description	Recommended action
CLOSE FRONT DOOR ON LEFT ACCESSORY	The stapler door is open or is not closed properly.	Close the stapler door properly.
CLOSE TOP COVER ON LEFT ACCESSORY	The door is open or is not properly closed.	Close the top door.
DIFFERENT PAPER SIZES IN JOB	Different paper sizes are used for a single job.	Verify that all pages in the job are configured for the same size of paper.
INSTALL BOOKLET BIN	The booklet bin is not properly installed.	Verify that the booklet bin is properly installed.
INSTALL STAPLER UNIT	The stapler unit is not properly installed.	Verify that the stapler unit is properly installed.
OPTIONAL BIN 01 FULL	The stacker bin is full.	Remove all media from the stacker bin.
OPTIONAL BIN 02 FULL	The booklet bin is full.	Remove all paper from the booklet bin.
OUTPUT PAPER PATH OPEN	The accessory on the left side is not properly attached.	Verify that the accessory is properly attached.

Control panel messages

Message	Description	Recommended action
STAPLE AREA SAFETY PROTECTION ACTIVATED	A staple safety alert has occurred.	Remove any obstruction from the stacker bin ejection area.
STAPLER LOW ON STAPLES	The stapler cartridge has 20 to 50 staples remaining.	Replace the staple cartridge if you want to saddle stitch more than 10 sets in a job.
STAPLER OUT OF STAPLES	The stapler cartridge contains no more staples.	Replace the stapler cartridge. See "Loading the stapler cartridge" on page 31.
TOO MANY PAGES IN JOB TO STAPLE	The job height is greater than the stapler capacity. The height of the job to be stapled should not exceed 50 sheets of 20-lb bond.	Verify that the job is within specifications to be stapled. See "Supported media types" on page 53.
TOO MANY PAGES TO MAKE BOOKLET	The page content is too large to be saddle stitched.	Verify that the job is within specifications to be saddle stitched.
13.12.11 JAM IN STAPLER	A staple jam has occurred.	Check for a jammed staple in the staple cartridge.
13.12.21 13.12.22 13.12.23 JAM IN LEFT ACCESSORY	A paper jam exists in the flipper assembly.	Check for jammed media in the output area of the printer or the input area of the device.
13.12.31 13.12.32 13.12.33 13.12.34 JAM IN LEFT ACCESSORY	A paper jam exists in the paper-path area.	Check for jammed media in the output area of the printer or the input area of the device.

Control panel messages

Message	Description	Recommended action
13.12.41 13.12.42 13.12.43 JAM IN LEFT ACCESSORY	A paper jam exists in the folding area.	Check for jammed media in the input area and the folding area of the device.
13.12.51 13.12.52 13.12.53 JAM IN LEFT ACCESSORY	A paper jam exists in the booklet bin area.	Check for jammed paper in the booklet bin area and in the folding mechanism.
66.12.zz OUTPUT DEVICE FAILURE	A failure has occurred with the device.	Check cables and turn the product off and on again. If an error message reappears, record the message and call for support.

Clearing jams

The message JAM IN LEFT ACCESSORY appears on the control panel.

- 1 Move the device away from the printer.
- 2 Remove media from any of the areas where jams can occur.
- **3** Reattach the device. Wait for the solid-green status light to appear on the user LED.

Note When clearing jams, be very careful not to tear the media. If even a small piece of media is left in the device, it can cause additional jams.

Booklet bin (bin 2) Paper-path area Stapler unit Folding area Flipper assembly

Jam locations



To clear a staple jam from the device

- 1 Open the stapler-unit door.
- 2 Slide the stapler unit toward you.
- 3 Turn the large green knob until you see the blue dot (this indicates that the stapler is fully open).
- 4 Turn the small green knob at the top of the stapler unit clockwise until the staple cartridge moves to the left of the stapler unit.

CAUTION

The blue dot must appear in the window of the stapler unit before you remove the staple cartridge. If you try to remove the staple cartridge before the blue dot appears in the window, you could damage the device.



- 5 Remove the staple cartridge.
- 6 Pull up on the lever labeled with a green dot.
- 7 Remove the damaged staple.
- 8 Press down on the lever labeled with a green dot.



- **9** Reinstall the staple cartridge.
- **10** Slide the stapler unit into the device.
- **11** Close the stapler-unit door.





To clear a jam in the upper half of the stapler head

- 1 Follow steps 1 through 4 of the procedure to clear a staple jam.
- 2 Locate the damaged staple at the back of the stapler head, and remove the staple.
- **3** Follow steps 10 through 11 of the procedure to clear a staple jam.



Overview

- Physical specifications
- Environmental specifications
- Media specifications

Physical specifications

Note

Device size

Prepare a location for the device that allows for the following physical and environmental requirements, in addition to the requirements for your printer.

The drawings shown are not to scale.





Location requirements for the printer:

- A level area on the floor
- Space allowance around the printer
- A well-ventilated room
- No exposure to direct sunlight or chemicals, including ammonia-based cleaning solutions
- Adequate power supply (15 A, 110 V, or 220 V circuit located near the printer)
- A stable environment—no abrupt temperature or humidity changes
- Relative humidity of 10 percent to 80 percent
- Room temperature of 10° C to 32.5° C (50° F to 91° F)

Device weight of the HP Multifunction Finisher: 44.4 kg (98 lb)

Environmental specifications

Power consumption

Product state	Power consumption (average, in watts)	Power consumption with typical output device
Printing (110 to 127 V units) (220 to 240 V units)	1,075 watts 1,075 watts	1,130 watts 1,130 watts
Standby (110 to 127 V units) (220 to 240 V units)	440 watts 440 watts	485 watts 485 watts
PowerSave 1 (Fan is on) (110 to 127 V units) (220 to 240 V units)	70 watts 70 watts	115 watts 115 watts
Low power (100 to 127 V units) (220 to 240 V units)	230 watts 230 watts	275 watts 275 watts
Off (110 to 127 V units) (220 to 240 V units)	0.5 watts 1.3 watts	0.5 watts 1.3 watts

Product state	Power consumption (average, in watts)	Power consumption with typical output device
ADF copying/ printing (110 to 127 V units) (220 to 240 V units)	1,130 watts 1,130 watts	1,185 watts 1,185 watts

Power requirements

Power requirements (acceptable line voltage)		
110 to 127 V (+/- 10%)	50 to 60 Hz (+/- 2 Hz)	
220 to 240 V (+/- 10%)	50 Hz (+/- 2 Hz)	
220 V (+/- 10%)	60 Hz (+/- 2 Hz)	

Circuit capacity

Minimum recommended circuit capacity

110 to 127 V	15.0 amps
220 to 240 V	6.5 amps

Operating environment

Operating temperature	10° C to 32.5° C (50° F to 91° F)
Operating humidity	10 to 80 percent relative humidity
Storage temperature	0° C to 35° C (32° F to 95° F)
Storage humidity	10 to 95 percent relative humidity
Speed	50 ppm

Protecting the environment

Hewlett-Packard Company is committed to providing quality products in an environmentally sound manner.

The HP Multifunction Finisher has been designed with several attributes that minimize impacts on the environment.

Supported media types

The following types of media are supported for the multifunction finisher:

- plain paper
- preprinted paper
- letterhead (except raised letterhead and low-temperature inks)
- transparencies
- prepunched paper
- labels
- bond
- recycled paper
- color paper
- card stock
- rough paper
- glossy paper
- envelopes
- cut-sheet paper
- user-defined paper (five types)

Supported media

Supported media specifications

Note	Transparencies, er are <i>only</i> supported	nvel I in	opes, prepunched, cut-sheet bin 1.	paper, and labels
Note	Custom paper sizes are not supported for booklet making.			
Output bin and Stapler	Capacity	M	edia	Weight
Stacker bin (bin 1)	Up to 1,000 sheets, stacked, of Letter/ A4	•	Standard paper sizes: letter, legal, executive, ISO A3, ISO A4, ISO A5, JIS B4, JIS B5, ledger	64 to 216 g/m ² (17 to 58 lb bond)
	Up to 500 sheets, stacked, of Ledger/ A3	•	Custom paper sizes: Minimum: 98 by 191 mm (3.9 by 7.5 inches) Maximum: 312 by 470 mm (12.2 by 18.4 inches)	
		•	Custom types: envelopes, labels, transparencies, heavy paper	
		•	Face-up bin only: envelopes, labels, heavy paper up to 216 g/m ² (58 lb bond)	
Booklet bin (bin 2)	Up to 40 booklets composed of 5 sheets	•	Standard paper sizes: letter, legal, ISO A3, ISO A4, JIS B4, ledger	64 to 199 g/m ² (17 to 53 lb bond)
Stapler	Maximum of 50 sheets of Letter/A4	•	Letter, ISO A4, legal, ledger, A3, JIS B4	64 to 199 g/m ² (17 to 53 lb bond)
	Maximum of 25 sheets of Ledger/A3			
	Note Stapling capacity varies depending on paper thickness.			

For more information about media guidelines, see the user guide supplied with your printer. Also see the *HP LaserJet Media Specification Guide* at http://www.hp.com.

Media weight	Letter/A4	Ledger/A3 and Legal/B4
64 g/m ² (17 lb)	*50	*25
75 g/m ² (20 lb)	*50	*25
80 g/m ² (21 lb)	*50	*25
90 g/m ² (24 lb)	*44	*22
105 g/m ² (28 lb)	*28	*14
163 g/m ² (43 lb)	*18	*9
199 g/m ² (53 lb)	*12	*6

 Table 1. Number of sheets that can be stapled, listed by media

 weight

*Denotes approximate numbers

Table 2. Number of sheets that can be stapled and folded, listed by media weight

Media weight	Letter/A4, Ledger/A3 and Legal/B4
64 g/m ² (17 lb) to 80 g/m ² (21 lb)	Maximum of 10 sheets
90 g/m ² (24 lb) to 105 g/m ² (28 lb)	Maximum of 5 sheets

Note

When making booklets using media weight of 64 g/m² (17 lb) to 80 g/m² (21 lb), one cover sheet up to 199 g/m² (53 lb) can be combined with the 10 sheets. Other combinations are not supported.

B Regulatory and warranty information

Overview

- Declaration of conformity
- Canadian DOC Regulations
- Warranty information

Declaration of Conformity				
according to ISO/IEC Guide 22 and CEN/CENELEC EN 45014				
Manufacture	r's Name:	Hewlett-Packard Company		
Manufacture Address:	r's	Montemorelos 299, Guadalajara Jalisco, 45060 Mexico		
declares, tha	at the produc	t		
Product N	lame:	HP Multifunction Finisher		
Model Nu	mbers:	C8088A		
Product C	Options:	N/A		
conforms to	the following	p Product Specifications:		
SAFETY:	IEC 950:199	01+A1+A2+A3+A4 / EN 60950:1992+A1+A2+A3+A4+A11		
	IEC 825-1:1993/EN60825-1:1994 Class 1 (Laser/LED) UL1950. Third Edition			
EMC:	EMC: CISPR 22:1997 / EN 55022:1998 Class A ¹			
	EN 55024:1	998		
	IEC 61000-3-2:1998/EN 61000-3-2:1995			
	IEC 61000-3-3:1994/EN 61000-3-3:1995			
	FCC Title 47	7 CFR, Part 15 Class A ² / ICES-003, Issue 3		
AS / NZS 3548:1992/CISPR 22:1993 Class A ¹				
Additional In	formation			
The produc	ct herewith con	mplies with the requirements of the EMC Directive 89/336/EEC and the Low		
1) The pro	1) The product was tested in a typical configuration with Hewlett-Dackard Personal Computer Systems			
 2) This Device complies with Part 15 of the FCC Rules. Operation is subject to the following two Conditions: 				
 (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation. 				
		Hewlett-Packard Company Guadalajara, Jalisco, MEXICO May 8, 2001		
Australia Contact: Product Regulations Manager, Hewlett-Packard Australia Ltd., 31-41 Joseph Street, Blackburn, Victoria 3130, Australia				
European Con TRE / Standard	t act: Your Loca Is Europe, Herre	Hewlett-Packard Sales and Service Office or Hewlett-Packard Gmbh, Department HQ- enberger Straße110-140, D-71034 Böblingen (FAX: +49-7031-14-3143)		
USA Contact: Product Regulations Manager, Hewlett-Packard Company, PO Box 15, Mail Stop 160, Boise, Idaho 83707-0015 (Phone: 208-396-6000)				

Canadian DOC Regulations

Complies with Canadian EMC Class **A** requirements. <<Conforme á la classe **A** des normes canadiennes de compatibilité électromagnétiques. << CEM>>.>>

VCCI Statement (Japan)

この装置は、情報処理装置等電波障害自主規制協議会(VCCI)の基準 に基づくクラスA情報技術装置です。この装置を家庭環境で使用すると電波 妨害を引き起こすことがあります。この場合には使用者が適切な対策を講ず るよう要求されることがあります。

Korean EMI Statement

사용자 안내문(A급 기기)

이 기기는 업무용으로 진자파장해김정를 받은 기기이오니,만약 잘못 구입하셨을 때에는 구입 한 곳에서 비입무용으로 교환하시기 비립니다.

警告使用者:

這是甲類的資訊產品,在居住的環境中使用時, 可能會造成射頻干擾,在這種情況下,使用者會 被要求採取某些適當的對策。

Warranty information

See the *start* guide that came with your product for warranty information.

Index

A

A3 paper stapling capability by weight 55 stapling capability by weight, booklets 55 A4 paper stapling capability by weight 55 accessories control panel messages 38 adhesive labels 33 adjusting fold line 12 amber light interpreting 7 troubleshooting 36

В

benefits of product 6 bent staples in stapler head 36 bins description 33 error messages 38 fold-line settings 12 location 33 media supported 54 selectina 34 troubleshooting 37 blinking lights interpreting 7 troubleshooting 36 booklet bin description 33 error messages 38 location 33 media supported 54 selecting 33 troubleshooting 37

booklets error messages 39 features 6 fold-line settings 12 making 13 media supported 54 printing 14 selecting output bin 33 stacking 6 stapling capability by media weight 55 broken staples in stapler head 36

С

Canadian DOC regulations 59 cardstock booklet covers 13, 18 stapling 25 supported sizes 54 cartridge, stapler error messages 39 troubleshooting 37 circuit capacity 52 clearing jams media 41 stapler head 45 consumption of power 50 control panel default settings 10 selecting output location 34 staple options 26 troubleshooting messages 38 Corner Staple option 11 covers for booklets adding 13 media supported 13 printing 18 custom media sizes supported 54 customer support warranty 61 cut-sheet paper 33

D

Declaration of Conformity (DOC) U.S. 58 default settings 10 destinations error messages 38 media supported 54 selecting 34 troubleshooting 37 device not recognized 36 DOC (Declaration of Conformity) U.S. 58 drivers PostScript 15 using to make booklets 13 using to print and saddle-stitch booklets 13 using to select stapler 25 using to select stapling functions 10

E

electrical specifications circuit capacity 52 power requirements 51 energy consumption 50 energy specifications 50 envelopes 33 environmental specifications 49, 50 error messages 38

F

features of HP Multifunction Finisher 6 folding features 6 settings 12 frequent media jams 37 stapler jams 37

G

green light interpreting 7 troubleshooting 36

н

heavy media booklet covers 13, 18 stapling 25 supported sizes 54 supported types 53 humidity specifications 49, 52

imposing booklets 13 indicator lights interpreting 7 troubleshooting 36

J

jams clearing for media 41 clearing for stapler head 45 troubleshooting 37 Japanese VCCI statement 59 jobs offset mode 10 stacking with or without separation 10

Κ

Korean EMI statement 59

L

labels 33 ledger paper stapling capability by weight 55 stapling capability by weight, booklets 55 LEDs interpreting 7 troubleshooting 36 letter paper stapling capability by weight 55 lights interpreting 7 troubleshooting 36 line voltage requirements 51 location booklet and stacker bins 33 lights 7 placement of staples 11 saddle stitch positions 12 selecting for output 34 site requirements 49

Μ

mailing labels 33 media error messages 38 HP LaserJet Media Specification Guide 54 jams, clearing 41 jams. troubleshooting 37 stapling 25 stapling capability by weight 55 stapling capability by weight, booklets 55 supported sizes 54 supported types 53 messages, control panel 38

Ν

No Staple option 11

0

offset mode description 10 limiting access 10 One Staple option 11 operating environment 49 operating environment specifications 52 options booklet making 13 default 10 stapler 11, 25 output bins description 33 error messages 38 fold-line settings 12 media supported 54 selecting 34 troubleshooting 37 overhead transparencies 33

Ρ

pages per minute (ppm) 6 paper error messages 38 HP LaserJet Media Specification Guide 54 jams, clearing 41 jams, troubleshooting 37 stapling 25 stapling capability by weight 55 stapling capability by weight, booklets 55 supported sizes 54 supported types 53 paper-handling features 6 PostScript drivers 15 power circuit capacity 52 consumption 50 requirements 51 troubleshooting 36 PowerSave specifications 50 ppm (pages per minute) 6 prepunched paper 33 print media error messages 38 HP LaserJet Media Specification Guide 54 jams, clearing 41 jams, troubleshooting 37 stapling 25 supported sizes 54 supported types 53 printer drivers PostScript 15 using to make booklets 13 using to print and saddle-stitch booklets 13 using to select stapler 25 using to select stapling functions 10 problems, resolving common 36

R

recognize device, printer does not 36 red service LED light on 8

regulations U.S. DOC 58 regulatory information 57 relative humidity specifications 49, 52 repeated media jams 37 stapler jams 37 room temperature specifications 49

S

saddle stitching description 13 features 6 performing 19 positions 12 separating jobs 10 service LED lights 8 settings booklet making 13 default 10 stapler 11, 25 size specifications HP Multifunction Finisher 48 media supported 54 space requirements 49 specifications environmental 50 location 49 media 53, 54 physical 48 speed 6 speed specifications 6 stacker bin description 33 location 33 media supported 54 selecting 33 troubleshooting 37 stacking booklets 6 features 6 with no separation 10 standby power consumption 50 stapler media supported 54 selecting 25

stapler cartridge error messages 39 troubleshooting 37 stapler head bent or broker staples 36 clearing jams 45 stapling booklets 13, 19 capability for booklets by media weight 55 default settings 11 documents 25 error messages 39 features 6 limiting access 10 number of sheets by media weight 55 output bin, selecting 33 performing 27 positions 6 selecting functions through printer driver 10 troubleshooting 36, 37 status lights interpreting 7 troubleshooting 36 stitching. See saddle stitching storage specifications 52 support warranty 61

Т

Taiwan regulatory statement 60 temperature specifications 49, 52 transparencies 33 trapped staples 37 troubleshooting common problems 36 control panel messages 38 jams 37 lights 7, 36 output bins 37 power 36 stapling 36 turning on, troubleshooting 36 Two Staples option 11

U

unrecognized device 36

V

voltage requirements 51

W

warranty 61 weight stapling capability by media 55 weight specifications HP Multifunction Finisher 49 media 54