

hp 9085mfp

Chooses finishing options, such as stapling, folding, punching, and trimming.

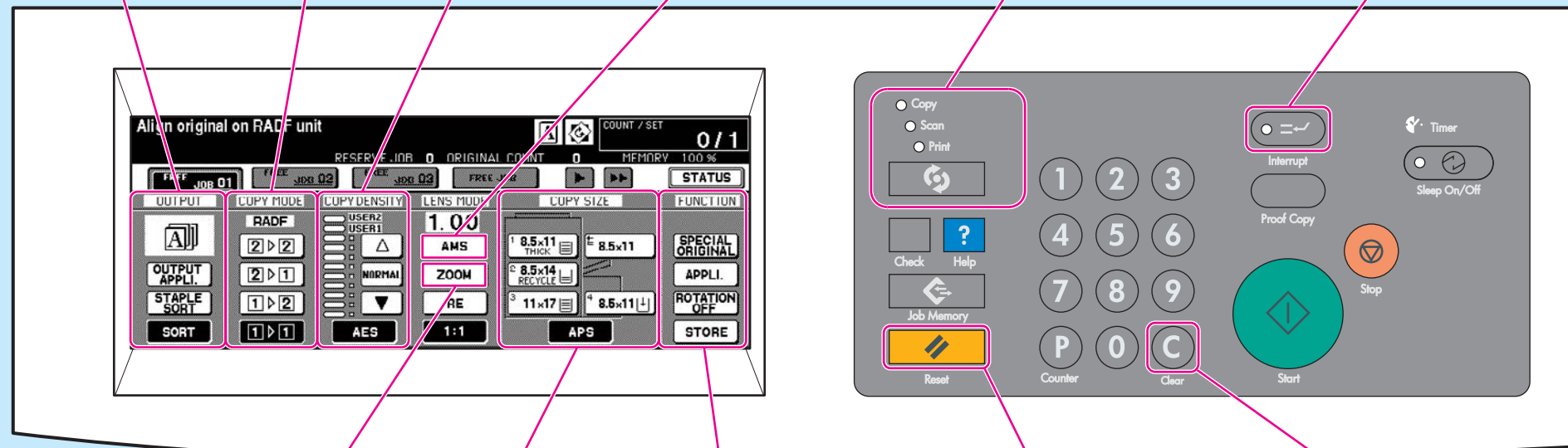
Chooses duplexing options.

Lightens or darkens the output image.

Reduces or enlarges the image to fit selected paper.

Moves between the different user interface screens.

Stops the job in progress and copies from the scanning glass.



Manually reduces or enlarges the output image.

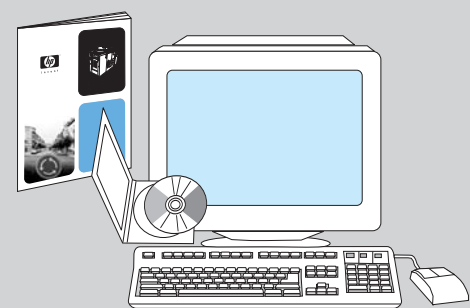
Overrides automatic tray selection, by selecting tray or paper size.

Selects advanced features about the output and special features about the original document, such as photo, text, or mixed originals.

Resets all the areas to the defaults.

Resets the copy quantity to the default.

for more help see quick reference guide



visit www.hp.com

copyright © 2003 Hewlett-Packard Development Company, L.P.

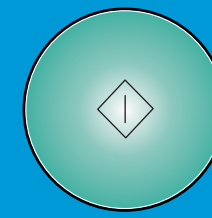
www.hp.com



Q3218-90005

enlarging and reducing

1. Touch **ZOOM** on the touch screen.
2. Use the numbers or arrows on the pop-up menu to set the desired ratio.
3. Place the original document in the reversing automatic document feeder (RADF) or on the scanning glass.
4. Press **Start**.



making a duplexed and stapled copy

1. On the touch screen, select one of the following:
 - **1>2** if the original document is printed on one side.
 - **2>2** if the original document is printed on both sides.

2. Touch **OPTIONS**.

3. Select the appropriate staple option.

4. Touch **OK**.

5. Touch **ORIGINALS**.

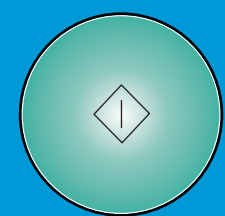
6. Select the appropriate original orientation.

7. Touch **OK**.

8. Select the number of copies.

9. Place the original document in the reversing automatic document feeder (RADF) tray.

10. Press **Start**.



making a copy with mixed originals

1. Place the original document face up and in order, in the reversing automatic document feeder (RADF), aligned with the left rear of the tray.
2. Adjust the paper guides to the largest original pages.
3. Touch **ORIGINALS** on the main screen.
4. Under **SPECIAL ORIG**, touch **MIXED ORIGINAL**.
5. Touch **OK**.
6. On the touch screen, select one of the following:
 - Under **PAPER**, touch **AUTO** to copy each original size to a matching copy size.
 - Under **SCALE**, touch **AUTO** to copy all originals to the same paper size, with a ratio selected automatically.
7. Press **Start**.

