hp psc 2300 series
all-in-one

hp invent ®

reference guide

hp psc 2300 series
all-in-one

notice

The information contained in this document is subject to change without notice and should not be construed as a commitment by the Hewlett-Packard Company.

Hewlett-Packard assumes no responsibility for any errors that may appear in this document, nor does it make expressed or implied warranty of any kind with regard to this material, including, but not limited to, the implied warranties of merchantability and fitness for a particular purpose.

The Hewlett-Packard Company shall not be liable for incidental or consequential damages in connection with, or arising out of the furnishing, performance, or use of this document and the program material which it describes.

Note: Regulatory information can be found in the "Technical information" section of this guide.

It is not lawful in many places to make copies of the following items. When in doubt, check with a legal representative first.

- Governmental paper or documents:
  - Passports
  - Immigration papers
  - Selective service papers
  - Identification badges, cards, or insignias
- Governmental stamps:
  - Postage stamps
  - Food stamps
- Checks or drafts drawn on Governmental agencies
- Paper currency, traveler's checks, or money orders
- Certificates of deposit
- Copyrighted works

safety information

Warning! To prevent fire or shock hazard, do not expose this product to rain or any type of moisture.

Always follow basic safety precautions when using this product to reduce risk of injury from fire or electric shock.

Warning! Potential shock hazard

1 Read and understand all instructions in the setup poster.

2 Use only a grounded electrical outlet when connecting the unit to a power source. If you do not know whether the outlet is grounded, check with a qualified electrician.

3 Observe all warnings and instructions marked on the product.

4 Unplug this product from wall outlets before cleaning.

5 Do not install or use this product near water or when you are wet.

6 Install the product securely on a stable surface.

7 Install the product in a protected location where no one can step on or trip over the line cord, and where the line cord will not be damaged.

8 If the product does not operate normally, see the online Troubleshooting help.

9 No operator-serviceable parts inside. Refer servicing to qualified service personnel.
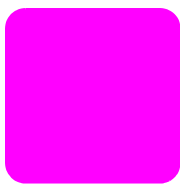
10 Use in a well-ventilated area.

contents

hp psc 2300 series

get help

This Reference Guide contains information on using your HP PSC and provides additional troubleshooting assistance for the installation process. The Reference Guide also contains information on how to order supplies and accessories, technical specifications, support, and warranty information.

The table below lists additional sources of information for your HP PSC.

help	description
Setup Poster	The Setup Poster provides instructions for setting up and configuring your HP PSC. Make sure you use the correct instructions for your operating system (Windows or Macintosh).
Product Tour	The tour provides a brief introduction to the HP PSC and its capabilities, so you can start using it immediately. You can take the tour immediately after installing the HP PSC software, or to take the tour at any time, see the product specific online help.
HP Photo & Imaging Help	The HP Photo & Imaging Help provides detailed information on using the software for your HP PSC. **For Windows users**: Go to the HP Director, and click Help. **For Macintosh users**: Go to the HP Director, and click Help, then click hp photo & imaging help.
Troubleshooting help	To access troubleshooting information, go to the HP Director, then click Help. Open the Troubleshooting book in the HP Photo & Imaging Help, then follow the links to general troubleshooting as well as links to Troubleshooting help that is specific to your HP PSC. Troubleshooting is also available from the Help button that appears on some error messages and in the Troubleshooting chapter of this Reference Guide.
Internet help and technical support	If you have Internet access, you can get help from the HP website at: **www.hp.com/support** The website also provides answers to frequently-asked questions.
Readme file	After you install your software, you can access the Readme file (if any) from either the HP PSC 2300 Series CD-ROM or the HP PSC 2300 Series program folder. A Readme file contains late-breaking information that does not appear in the Reference Guide or the online help.
Dialog-box help (Windows only)	**For Windows**: Use one of the following ways to find information on a specific feature: • Right-click on the feature • Select the feature and press **F1** • Select the **?** in the upper-right corner then click on the feature

1 hp psc overview

Your HP PSC is ready when you are, as many features and functions of your HP PSC can be used without turning on your computer. Functions such as making a copy or printing photos from a photo memory card can be accomplished quickly and easily.

> **Tip:** You can do more with your HP PSC by using the HP Photo & Imaging Director (HP Director) software that you installed on your computer during the initial setup. The HP Director includes troubleshooting tips, product-specific help, and enhanced copy, scan, and photo functionality. For more information on the use of the HP Director, see **use the hp director software to do more with your hp psc** on page 6.

This section contains the following topics:

features at a glance
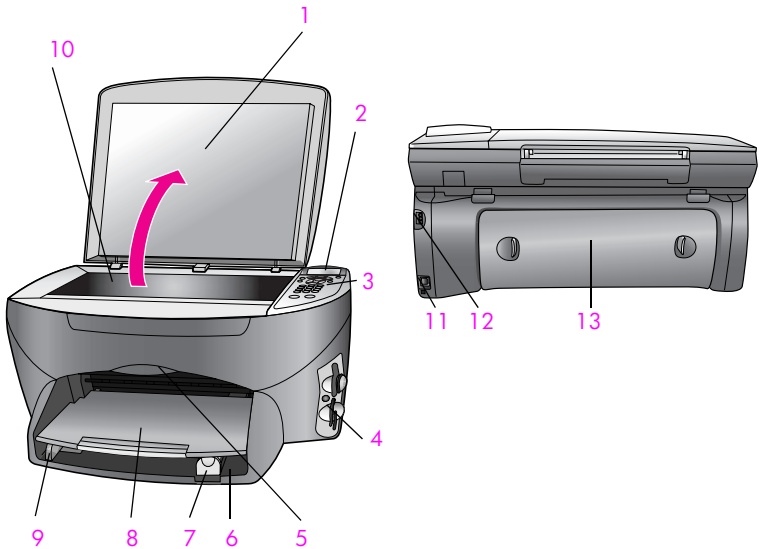
feature	description
1	Lid
2	Front panel display
3	Front panel
4	Photo memory card slots
5	Print-carriage access door
6	Input tray
7	Paper-length guide
8	Output tray
9	Paper-width guide
10	Glass
11	USB port
12	Power connection
13	Rear cleanout door

front panel overview
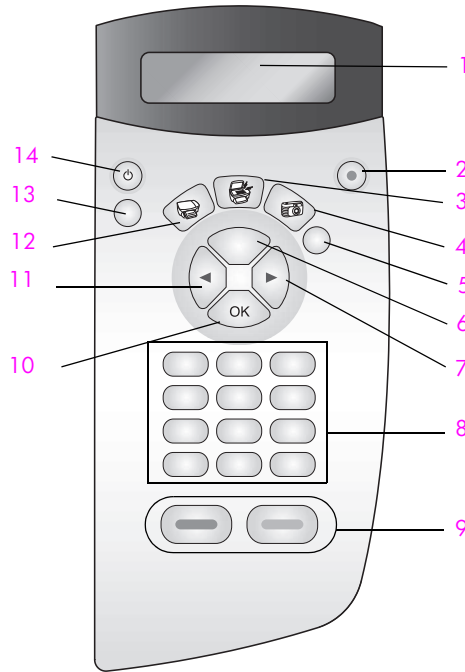
button	purpose
1	**Front panel display**: view menus and messages.
2	**Cancel**: stop a job, exit a menu, or exit settings.
3	**Scan**: select the Scan function. When the button is lit, the Scan function is selected. Use this button to scan documents to your computer.
4	**Photo**: select the Photo function. When the button is lit, the Photo function is selected. Use this button to print photos from a photo memory card or to save photos to your computer.
5	**Proof Sheet**: print a proof sheet when a photo memory card has been inserted in a photo memory card slot. A proof sheet shows thumbnail views of all the photos on the photo memory card. You can select photos on the proof sheet, then print those photos by scanning the proof sheet.
6	**Options**: navigate to the next menu item in a Copy, Scan, or Photo menu.
7	**Right Arrow**: scroll forward through menu settings or options.
8	**Keypad**: enter numbers, values, or text.
9	**Start Black, Start Color**: start a black or color Copy, Scan, or Photo print job.

button	purpose
10	**OK**: select a menu, setting, or value that appears on front panel display.
11	**Left Arrow**: scroll backward through menu settings or options.
12	**Copy**: select the Copy function. When the button is lit, the Copy function is selected. Use this button to make copies of your documents.
13	**Setup**: access the menu system for reports, settings, and maintenance.
14	**On**: turn the HP PSC on or off. **Warning!** When the HP PSC is off, a minimal amount of power is still supplied to the device. Unplug the power cord to completely disconnect the power supply to the HP PSC.

menu overview

The following information provides a quick reference to top-level menus that appear on the HP PSC front panel display.

Copy
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Scan
HP Photo & Imaging Gallery
Photo Memory Card

Note: Contents of this menu vary depending on the number of potential scan destinations on your computer.

Photo
Print What?*
Select Photos*
Borderless
Image Size
Paper Size
Paper Type
Number of Copies*
Layout Style
Set New Defaults

Note: Print What? appears only if there is a DPOF file on the memory card. Select Photos and Number of Copies are unavailable if the DPOF option is chosen from the Print What? menu.

Proof Sheet
Print Proof Sheet
Scan Proof Sheet

Setup
Print Report
Maintenance

use the hp director software to do more with your hp psc

When you first install the HP PSC software on your computer during setup, the HP Director is automatically installed on your computer.

You can quickly and easily expand the functionality of your HP PSC. Look for boxes, like this one, throughout this guide that provide topic-specific tips, and helpful information for your projects.

open the hp director for Windows users

1 Do one of the following:
   – Double-click the **HP Director** icon on the desktop.
   – In the Windows taskbar, click **Start**, point to **Programs** or **All Programs (XP)**, point to **HP**, then select **HP Director**.
2 In the **Select Device** box, click to see a list of installed HP devices.
3 Select the **HP PSC 2300 Series**.

   The HP Director displays only the icons that are appropriate for the selected device.

   Note: The HP Director graphic below might appear differently on your computer. The HP Director is customized based upon the HP device that is selected. If your device is not equipped with a particular feature, (such as fax capability) then the icon for that feature will not display in the HP Director on your computer.

   Tip: If the HP Director on your computer does not contain any icons, an error might have occurred during the software installation. To correct this, use the Control Panel in Windows to completely uninstall the HP Director software, and then reinstall the HP Director. For more information, see **software and hardware installation troubleshooting** on page 101.
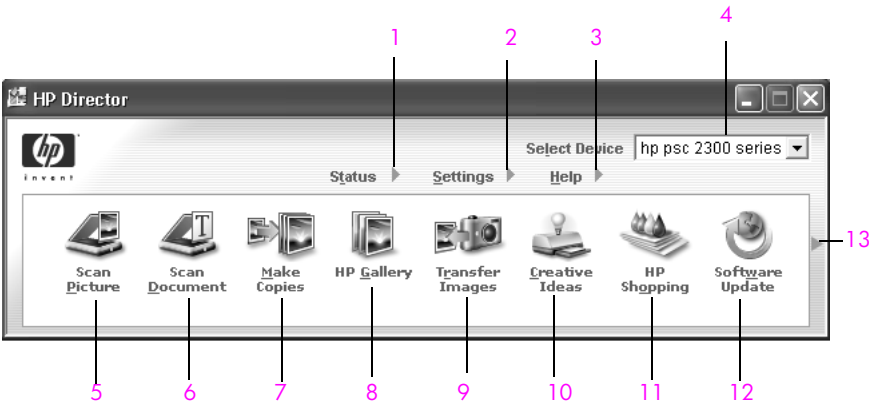
feature	purpose
1	**Status**: use this feature to display the current status of your HP PSC.

feature	purpose
2	**Settings**: use this feature to view or change various settings for your HP PSC, such as print, scan, or copy, or fax.
3	**Help**: use this feature to access the HP Photo & Imaging Help, which provides software help, a product tour, troubleshooting information for your HP PSC, and HP PSC product-specific help.
4	**Select Device**: use this feature to select the device you want to use from the list of installed HP devices.
5	**Scan Picture**: use this feature to scan an image and display it in the HP Photo & Imaging Gallery.
6	**Scan Document**: use this feature to scan text and display it in the selected text editing software program.
7	**Make Copies**: use this feature to display the Copy dialog box where you can select the copy quality, number of copies, color, size, and then start a copy.
8	**HP Gallery**: use this feature to display the HP Photo & Imaging Gallery, where you can view and edit images, print photos in multiple sizes, make and print a photo album, share images through e-mail or a website, or make a multimedia CD.
9	**Transfer Images**: use this feature to transfer images from a photo memory card.
10	**Creative Ideas**: use this feature to learn about creative ways to use your HP PSC.
11	**HP Shopping**: use this feature to shop for HP products.
12	**Software Update**: use this feature to check for software updates for your HP PSC.
13	Click this arrow to display tool tips that explain each of the HP Director options.

open the hp director for Macintosh users

Use one of the following methods to launch or access the HP Director, depending on which Macintosh OS you are using.

open the hp director (all-in-one) using Macintosh OS X

If you are using Macintosh OS X, the HP Director is launched automatically during the HP Photo and Imaging software installation, and causes the HP Director (All-in-One) icon to be created in the Dock for your device. You access the device capabilities via the HP Director menu that is associated with the HP Director (All-in-One) icon.

Tip: If you do not want the HP Director to launch automatically each time to start your Macintosh, you can change this setting in the HP Director Preferences menu.

To display the HP Director menu:

▶ In the Dock, click the **HP Director (All-in-One)** icon for your device.
The HP Director menu displays.

Note: If you install more than one HP device, an HP Director icon for each device is displayed in the Dock. For example, if you have an HP scanner and an HP PSC installed, two HP Director icons are present in the Dock, one for each device. However, if you installed two of the same kind of device (for example, two HP PSC devices) only one HP Director icon is displayed in the Dock to represent all devices of that kind.
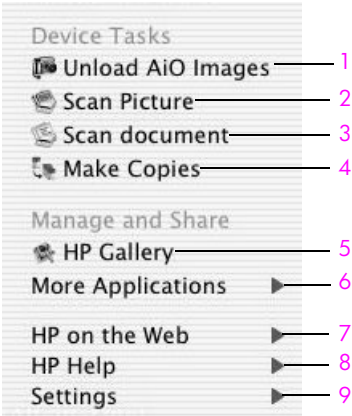
Device Tasks
📠 Unload AiO Images —————— 1
🦪 Scan Picture————————— 2
🦪 Scan document—————— 3
🐾 Make Copies————————— 4

Manage and Share
🦋 HP Gallery————————— 5
More Applications   ▶—— 6

HP on the Web   ▶—— 7
HP Help   ▶—— 8
Settings   ▶—— 9

feature	purpose
1	**Unload AiO Images**: use this feature to unload images from a photo memory card.
2	**Scan Picture**: use this feature to scan an image and display it in the HP Photo and Imaging Gallery.
3	**Scan document**: use this feature to scan text and display it in the selected destination text editing software program.
4	**Make Copies**: use this feature to make a copy in black and white or color.
5	**HP Gallery**: use this feature to display the HP Photo and Imaging Gallery to view and edit images.
6	**More Applications**: use this feature to select other applications on your computer.
7	**HP on the Web**: use this feature to select an HP website.
8	**HP Help**: use this feature to select a source for help with your HP PSC.
9	**Settings**: use this feature to select device settings.

open the hp photo and imaging director using Macintosh OS 9

In Macintosh OS 9, the HP Photo and Imaging Director (HP Director) is launched automatically during the HP Photo and Imaging software installation, and the HP Photo and Imaging Director appears as an alias on the desktop. Use one of the following methods to launch the HP Photo and Imaging Director.

▸ Double-click the **HP Photo and Imaging Director** alias on the desktop.

▸ Double-click **HP Photo and Imaging Director** in the Applications:Hewlett-Packard:HP Photo and Imaging Software:HP Photo and Imaging Director folder.

The HP Photo and Imaging Director displays only the icons that pertain to the selected device. For more information, see the onscreen hp photo and imaging help that came with your software.

The following figure shows some of the features available through the HP Photo and Imaging Director for Macintosh OS 9. Consult the legend for a brief explanation of specific features.

Note: The HP Photo and Imaging Director graphic below might appear differently on your computer. The HP Photo and Imaging Director is customized based upon the HP device that is selected. If your device is not equipped with a particular feature (such as fax capability), then the icon for that feature will not display in the HP Photo and Imaging Director on your computer. Some HP devices might show additional buttons than shown below.
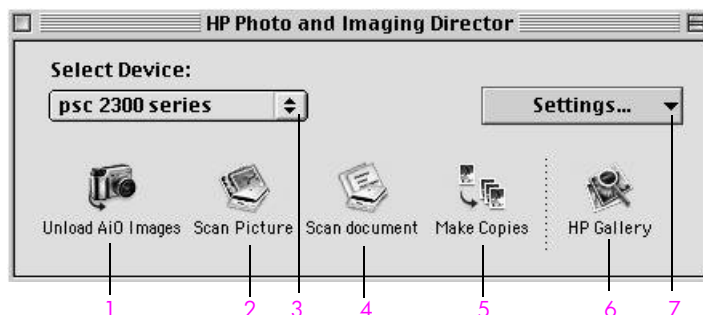
feature	purpose
1	**Unload AiO Images**: use this feature to unload images from a photo memory card.
2	**Scan Picture**: use this feature to scan an image and display it in the HP Photo and Imaging Gallery.
3	**Select Device**: use this pull-down list to select the HP device you want to use.
4	**Scan document**: use this feature to scan text and display it in the selected destination text editing software program.
5	**Make Copies**: use this feature to make a copy in black and white or color.

feature	purpose
6	**HP Gallery**: use this feature to display the HP Photo and Imaging Gallery to view and edit images.
7	**Settings**: use this pull-down list to provide access to device settings.

2

load originals and load paper

You can load many different types and sizes of paper in your HP PSC, including photo paper, transparencies, continuous banner paper, and envelopes. You can also change settings for paper types and paper sizes to get the highest quality copies from your HP PSC.

This section contains the following topics:

- **load an original** on page 11
- **load paper** on page 12
- **load envelopes** on page 14
- **load 4 by 6 inch (10 by 15 cm) photo paper** on page 15
- **load postcards or Hagaki cards** on page 16
- **recommended papers** on page 16
- **load other types of paper in the input tray** on page 17
- **set the paper type** on page 18
- **set the paper size** on page 19
- **avoid jams** on page 19

load an original

The following procedure describes how to load paper on the glass.

1   Load your original face down on the right front corner of the glass.

Tip: Refer to the diagram on the right front corner of your HP PSC for further assistance on loading an original.

Top edge of original
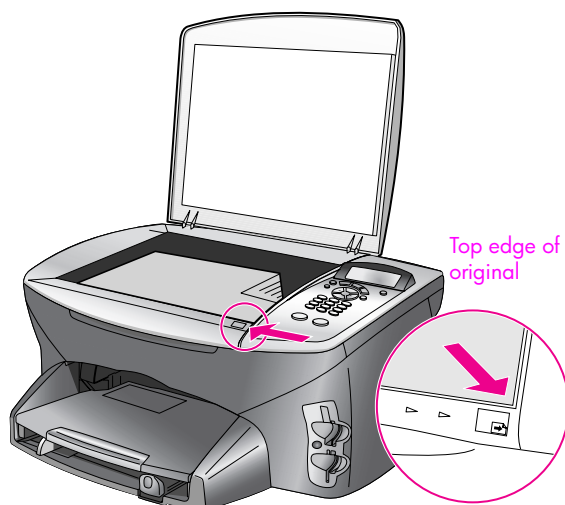
2   Press **Copy** or **Scan** on the front panel to select the option you want to perform.

3   Press **Start Black** or **Start Color** on the front panel to start the job.

Note: Many of the Reduce/Enlarge options, such as Fit to Page or Poster, will not work correctly if the glass and lid backing are not clean. For more information, see **clean the glass** on page 61 and **clean the lid backing** on page 61.

Tip: You can copy or scan oversized originals by completely removing the lid from your HP PSC. To remove the lid, lift the lid to the open position, and then pull the tab at the base of the lid upward. Your HP PSC functions normally with the lid removed. Replace the lid by inserting the tabs on the hinge back into the appropriate slot.
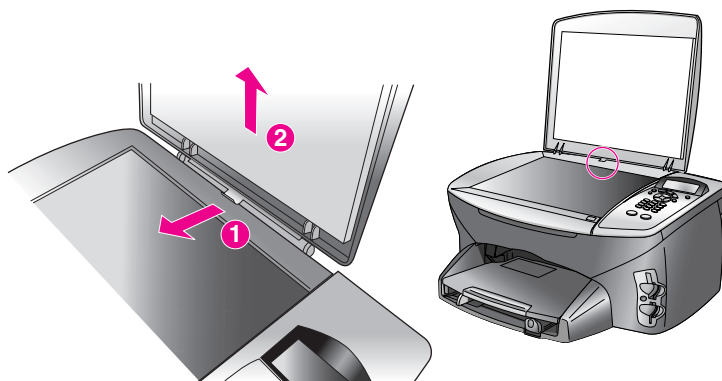
load paper

This section describes the basic procedure for loading paper into your HP PSC. There are specific considerations for loading certain types of paper, transparency film, postcards, and envelopes.

After you review this procedure, see **load other types of paper in the input tray** on page 17, **load 4 by 6 inch (10 by 15 cm) photo paper** on page 15, **load envelopes** on page 14, and **load postcards or Hagaki cards** on page 16.

For best results, adjust the paper settings each time you change paper types or paper sizes. For more information, see **set the paper type** on page 18.

Tip: Help prevent rips, wrinkles, curled or bent edges by storing all media flat in a resealable bag. Extreme changes in temperature and humidity might result in curled media that does not work well in the HP PSC if the media is not stored properly.

load the input tray

1 Remove the output tray, and slide the paper-width and paper-length guides to their outermost positions.
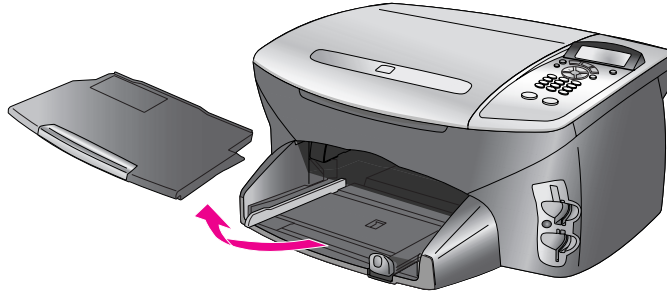
2 Tap a stack of paper on a flat surface to align the edges, and then check to make sure all of the paper in the stack is the same size and type.

3 Slide the short edge of the paper forward into the input tray with the print side down until it stops. If you are using letterhead, insert the top of the page first with the print side down.
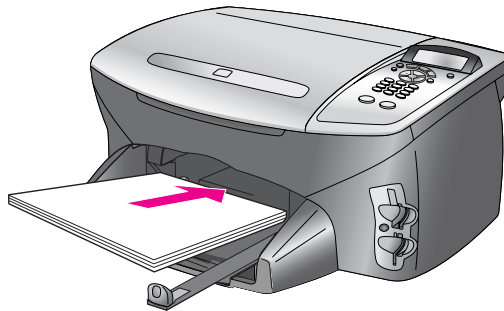
4 Slide the paper-width and paper-length guides inward until they stop at the edges of the paper. Make sure the paper lies flat in the input tray and is no higher than paper-length guide.

5   Replace the output tray.
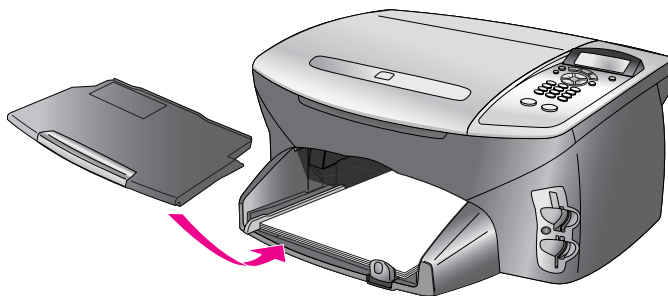
6   Extend the output-tray extender to prevent printed paper from falling out of the tray.
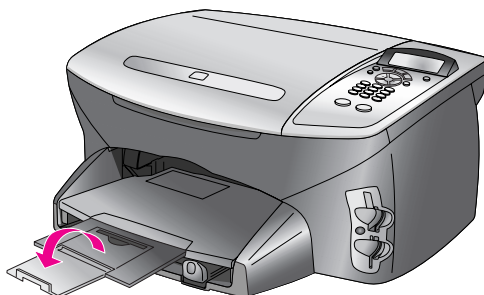
load envelopes

This section describes the basic procedure for loading envelopes into your HP PSC. Do not use shiny or embossed envelopes, or envelopes that have clasps or windows.

> **Note:** Consult the help files in your word processing software for specific details on how to format text for printing on envelopes.

1   Remove all paper from the input tray, and then insert one or more envelopes into the input tray with the envelope flaps up and to the left. Slide the stack of envelopes forward until it stops.

2   Slide the paper-length and paper-width guides inward against the stack of envelopes until they stop (do not bend the envelopes with the paper guides).
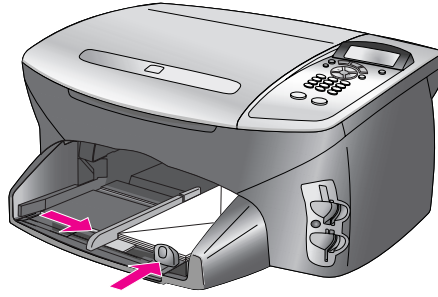
load 4 by 6 inch (10 by 15 cm) photo paper

The following describes the procedure for loading 4 by 6 inch (10 by 15 cm) photo paper into your HP PSC.

Note: For the best results, use a recommended type of 4 by 6 inch (10 by 15 cm) photo paper. For more information, see **recommended papers** on page 16. In addition, for best results, set the paper type and paper size before printing. See **set the paper type** on page 18 and **set the paper size** on page 19.

**Tip:** Help prevent rips, wrinkles, curled or bent edges by storing all media flat in a resealable bag. Extreme changes in temperature and humidity might result in curled media that does not work well in the HP PSC if the media is not stored properly.
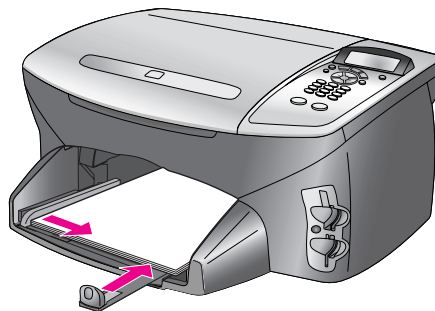
1 Remove the output tray.

2 Remove all paper from the input tray.

3 Slide the stack of photo paper (short edge forward, glossy side down) completely forward and to the far right side of the input tray until it stops.

Note: If the photo paper you are using has perforated tabs, load the photo paper so that the tabs are closest to you.

Tip: Refer to the diagram on the input tray of your HP PSC for further assistance on loading 4 by 6 inch (10 by 15 cm) photo paper.

4 Slide the paper-length and paper-width guides inward against the stack of photo paper until they stop. Make sure the paper lays flat. Do not overload the input tray; make sure the stack of photo paper fits within the input tray and is no higher than the top of the paper-length guide.
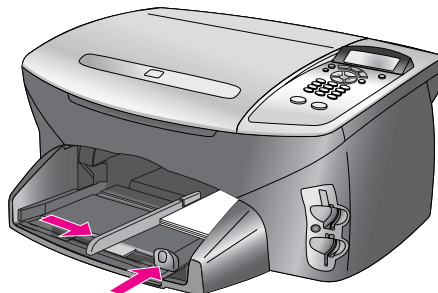
load postcards or Hagaki cards

The following describes the procedure for loading postcards or Hagaki cards.

1 Remove the output tray.

2 Remove all paper from the input tray, and then slide a stack of cards forward into the input tray until it stops.

Make sure the print side faces down.

3 Adjust the paper-width guide against the cards, and then slide the paper-length guide in until it stops.

Make sure the cards fit within the tray (do not overload it).
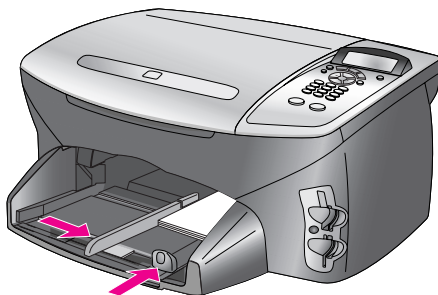
recommended papers
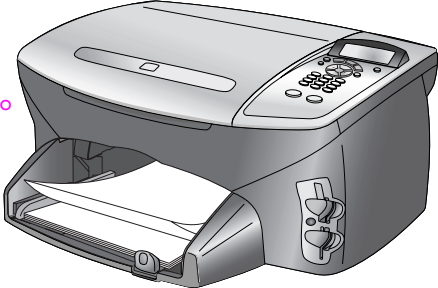
If you want the best print quality, we recommend HP Papers. Using paper that is too thin, paper that has a slick texture, or paper that stretches easily can cause paper jams. Using paper that has a heavy texture or does not accept ink can cause images to smear, bleed, or not be filled in completely. For more information about HP Premium Inkjet papers, go to our website at:

www.hp.com/support

load other types of paper in the input tray

The following table provides guidelines for loading certain types of paper and transparency film. For best results, adjust the paper settings each time you change paper types and paper sizes. For more information, see **set the paper type** on page 18.

paper	tips
HP Papers	• HP Premium Paper: Locate the gray arrow on the nonprinting side of the paper, and then insert paper with the arrow side facing up. • HP Premium Inkjet Transparency Film: Insert the film so that the white transparency strip (with arrows and the HP logo) is on top and is going into the input tray first. • HP Iron-On Transfer: Flatten the transfer sheet completely before using it; do not load curled sheets. (To prevent curling, keep transfer sheets sealed in the original package until you are ready to use them.) Manually feed one sheet at a time, with the unprinted side facing down (the blue stripe faces up). • HP Matte Greeting Cards, HP Glossy Greeting Cards, or HP Textured Greeting Cards: Insert a small stack of HP greeting-card paper, with the print side down, into the input tray until it stops.
Labels (works only with printing)	• Always use letter-size or A4-size label sheets designed for use with HP Inkjet products (like Avery Inkjet Labels), and make sure that the labels are not over two years old. • Fan the stack of labels to make sure none of the pages are sticking together. • Place a stack of label sheets on top of the standard paper in the input tray, print side down. Do *not* insert labels one sheet at a time.

paper	tips
Continuous (banner) paper (works only with printing)	Continuous banner paper is also known as computer or z-fold paper. • Before loading banner paper, remove all other paper from the input tray, then remove the output tray. Leave the output tray off of the HP PSC while the banner prints to prevent the continuous banner paper from tearing.

Remove the output tray.

Insert the unattached edge of the paper into the input tray.

• If you use non-HP banner paper, use 20-lb. paper and fan the paper before loading it.

• Verify the stack of banner paper contains at least five pages.

• Carefully tear off the perforated edge strips from both sides of the paper stack, if any, and unfold and refold the paper to make sure the pages do not stick together.

• Put the paper in the input tray so that the unattached edge is at the top of the stack. Insert the first edge into the input tray until it stops, as shown in the illustration above.

set the paper type

The following procedure describes how to set the paper type for Copy and Photo options. Select the Paper Type setting that matches the paper or transparency film you are using.

Note: When printing from your computer, set the paper type properties in the Print dialog box of the software application.

1 Press Copy or Photo, if not already lit.

2 Press Options until Paper Type appears.

3 Press ▶ until the appropriate paper type appears.

4 Press OK to choose the displayed paper type.

set the paper size

The following procedure describes how to set the paper size for Copy and Photo options. Select the Paper Size setting that matches the paper or transparency film you are using.

Note: When printing from your computer, set the paper size properties in the Print dialog box of the software application.

1   Press **Copy** or **Photo**, if not already lit.

2   Press **Options** until **Paper Size** appears.

3   Press ► until the appropriate paper size appears.

4   Press **OK** to choose the displayed paper size.

avoid jams

To help avoid paper jams, follow these guidelines:

- Prevent curled or wrinkled paper by storing all supplies of media flat in a resealable bag.
- Remove printed papers from the output tray frequently.
- Ensure that media loaded in the input tray lay flat and the edges are not bent or torn.
- Do not combine different paper types and paper sizes in the input tray; load the same paper type and paper size in the input tray.
- Adjust paper guides in the input tray to fit snugly against all media. Make sure the paper guides do not bend the media in the input tray.
- Do not force media too far forward in the input tray.
- Use paper types that are recommended for your HP PSC.

load originals & paper

load originals & paper

3 use a photo memory card

This HP PSC can access memory cards used in almost any digital camera so you can print, store, manage, and share your digital photos in some very exciting ways.

This section contains the following topics:

what is a memory card?

If your digital camera uses a memory card to store photos, you can insert the memory card in your HP PSC to print or save your photos.

You can print a proof sheet, which might be several pages long and shows thumbnail views of photos stored on the memory card, and print photos from the memory card, even if your HP PSC is not connected to a computer.

Your HP PSC can read CompactFlash (I, II), Memory Sticks, MultiMediaCard (MMC), Secure Digital, SmartMedia, and xD memory cards.

Your HP PSC features four slots for memory cards, shown in the illustration below with the memory cards that correspond to each slot.

memory card

21
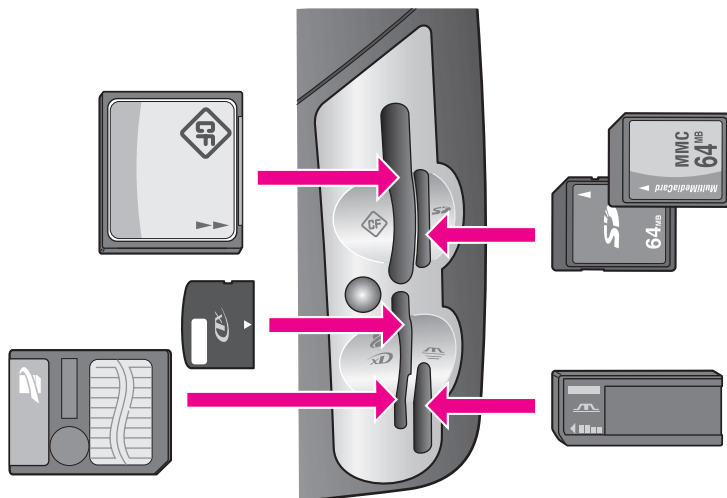
The slots are configured as follows:

- Top left slot: CompactFlash (I, II)
- Top right slot: Secure Digital, MultiMediaCard (MMC)
- Bottom left slot: SmartMedia, xD (fits in top right of the main slot)
- Bottom right slot: Memory Stick, Magic Gate Memory Stick, Memory Stick Duo (with user-supplied adapter), Memory Stick Pro

Note: By default, Windows XP will format a memory card of 8 MB or less and 64 MB or more with the FAT32 format. Digital cameras and other devices use the FAT (FAT16 or FAT12) format and cannot operate with a FAT32 formatted card. Either format your card in your camera or select FAT format to format your card in a Windows XP PC.

insert a memory card and save the files to your computer

After you take photos with your digital camera, you can print them immediately or save them directly to your computer.

Note: You can only use one memory card in your HP PSC at a time.

1   Insert the memory card into the appropriate slot on your HP PSC.

When the memory card is inserted correctly, the Photo button on the front panel remains on.

If you insert a memory card backwards, the light next to the card slot blinks amber and the front panel might display an error message such as "Card is in backwards" or "Card is not fully inserted".

2   **Reading camera memory card...** appears on the front panel display. The light next to the card slots blinks green when the card is being accessed.

When the HP PSC finishes reading the card, both the Photo button and access light stop blinking and remain illuminated.

3   Another message appears showing the number of files found on the memory card.

Warning! You can safely remove the card only when the light next to the slots remains on. If you try to remove a card when the light blinks, you can damage files on the card or even make the card unusable.

4   If the card contains new files that have never been transferred to your computer, a prompt on the display directs you to a dialog box on your computer where you can continue the transfer of files from the card to the computer, or cancel the transfer. Choose the option to continue with the transfer.

This saves all the new photos from the memory card to your computer using the HP PSC software.

For Windows: by default, files are saved in month and year folders depending on when the photos were taken. The folders are created under the **C:\Documents and Settings\username\My Documents\My Pictures** folder in Windows XP and Windows 2000.

For Macintosh: by default, files are saved to the computer at the location **Hard Drive:Documents:HP All-in-One Data:Photos** folder (OS 9) or **Hard Drive:Users:User Name:Pictures:HP Photos** folder (OS X).

memory card

By default, files are copied to your computer; they are not deleted from the card.

Is your hard disk full? If your computer is equipped with an internal or external CD writer, you can organize large collections of digital photos on CDs by using the Memories Disc feature available through the HP Photo & Imaging Director. Just start the HP Director and click HP Gallery. Click the Make CD tab to begin collecting, organizing, and cataloging your images on CDs. On a Macintosh see the **hp gallery** section in the **hp photo and imaging help** book for information on the Memories Disc.

print photos by using a proof sheet

A proof sheet is a simple and convenient way to order and make prints directly from a memory card without the need for a computer. A proof sheet, which might be several pages long, shows thumbnail views of photos stored on the memory card. The file name, index number, and date appear under each thumbnail.

This section covers the following topics:

- **print a proof sheet** on page 23
- **complete the proof sheet** on page 24
- **print photos by scanning a proof sheet** on page 25

Do you want to do more than just print your photos? You can enhance and edit digital photos before printing them by using the HP Image Editor available through the HP Director. Just start the HP Director and click HP Gallery. Select the photo you want to edit, and click Image Editor in the top pane. Add text or special effects to the photo, improve a poor quality photo, or get rid of red eye.
Macintosh users can simply double-click an image in HP Gallery to open it for editing in an Image Window.

> **Tip:** You can improve the quality of the photos you print with your HP PSC by purchasing a photo print cartridge. Remove the black print cartridge and insert the photo print cartridge in its place. With the tri-color print cartridge and photo print cartridge installed, you have a six-ink system, which provides better quality photos. When you want to print regular text documents, swap the black print cartridge back in.

There are three steps to using a proof sheet to print photos:

- **print a proof sheet** on page 23
- **complete the proof sheet** on page 24
- **print photos by scanning a proof sheet** on page 25

print a proof sheet

1   Insert the memory card into the appropriate slot on your HP PSC.
2   Press **Proof Sheet**, and then press **1** to print a proof sheet.

memory card

If there are more than 20 photos on the card, you can select the range of photos to be printed on the proof sheet before it prints:

– **All**
– **Last 20**
– **Custom**

3 Press ▼ to select one of these choices and then press **OK**.

If you choose Custom, the HP PSC prompts you for the first photo index number and then for the last photo index number.

Note: Use the proof sheet index number to select which photos to print. This number might be different from the number associated with the photo on your digital camera. If you add photos to, or delete photos from, your memory card, you will need to reprint the proof sheet to see the new index numbers.

complete the proof sheet

After you have printed a proof sheet, you can select photos to be printed.

1 Select the photos to print by using a dark pen or pencil to fill in the circles under the thumbnail images on the proof sheet.

2 Select one layout style by filling in a circle in step 2 of the proof sheet.
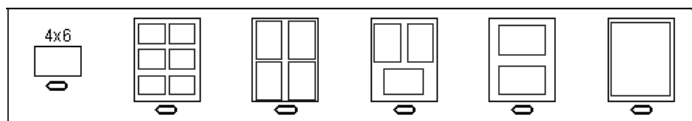
Note: If you need more control over print settings than the proof sheet provides, you can print photos directly from the front panel. See **print selected photos directly from a memory card** on page 29.

3 Load the proof sheet face down on the right front corner of the glass. Position the proof sheet so the top of the page is along the right edge of the glass.
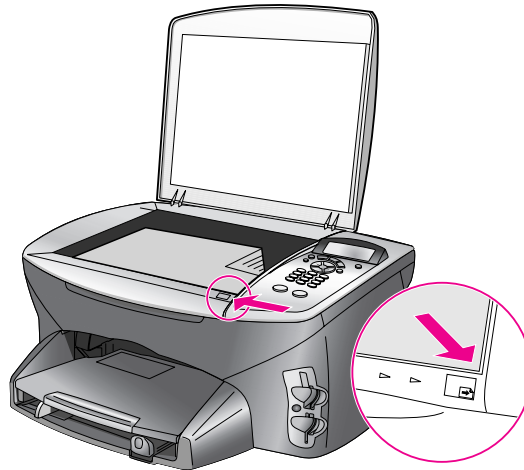
proper placement of the proof sheet

print photos by scanning a proof sheet

After you have printed and completed a proof sheet (see **print photos by using a proof sheet** on page 23 and **complete the proof sheet** on page 24), you can print photos from the memory card by scanning the proof sheet.

Did you know you can create dazzling slide shows with the software that came with your HP PSC? A multimedia presentation of your photos can be more effective than simple prints. If your computer is equipped with an internal or external CD writer, you can create multimedia presentations of your photo collections by using the Memories Disc feature available through the HP Director. Just start the HP Director and open the HP Photo & Imaging Gallery. Click the Make CD tab to begin creating a movie-like presentation of selected photos. You can add music, titles, and much more. On a Macintosh see the **hp gallery** section in the **hp photo and imaging help** book for information on the Memories Disc.

Note: You might want to use a photo print cartridge for superior print quality. With the tri-color and photo print cartridges installed, you have a six-ink system. See **work with print cartridges** on page 62 for more information. When you want to print regular text documents, swap the black print cartridge back in.

1 Make sure the memory card is inserted into the appropriate slot on your HP PSC.

2 Load the appropriate paper, such as photo paper, in the input tray.

3 Press **Proof Sheet**, and then press **2** to scan the proof sheet.

The HP PSC scans the proof sheet and prints the selected photos.

memory card

set photo print options

You can control many aspects of how your HP PSC prints photos directly from the front panel, including paper type and size, number of copies, layout, and more.

This section covers the following topics:

- **change photo card job menu print options** on page 27
- **set new print photo defaults** on page 28

1   Make sure the memory card is inserted into the appropriate slot on your HP PSC.

2   Press **Photo**.

The Photo Card Job menu appears. The first setting or option of the menu appears on the first line of the display.

```
            Photo Card Job
        Print What?
        Select Photos
        Borderless
        Image Size
        Paper Size
        Paper Type
        Number of Copies
        Layout Style
        Set New Defaults
```

Note: Print What? appears only if there is a DPOF file on the memory card. Select Photos and Number of Copies are unavailable if the DPOF option is chosen from the Print What? menu.

3   Press **Options** until the appropriate setting appears in the top line of the display, and then press ► until the correct value appears.

Press Options to navigate through the menu's options or settings one by one. You can see only one menu setting at a time. Press ► to navigate through possible values for the setting or to increment a value (for example, Number of Copies).

4   Press **OK** to accept the new value and move on to the next option in the menu.

```
┌─────────────────────────────────────┐
│             Borderless              │
│ Off                                 │
│ On                                  │
│                                     │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│             Image Size              │
│ 4 x 6 inch                          │
│ 5 x 7 inch                          │
│ 8 x 10 inch                         │
│ 2½ x 3¼ inch                        │
│ 3 x 4 inch                          │
│ 3½ x 5 inch                         │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│             Paper Size              │
│ Letter                              │
│ 4 x 6                               │
│ A4                                  │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│          Number of Copies           │
│ 1                                   │
│                                     │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│             Paper Type              │
│ Automatic                           │
│ Plain Paper                         │
│ Premium Paper                       │
│ Photo Paper                         │
│ Everyday Photo                      │
│ PhotQual Inkjet                     │
│ Brochure Glossy                     │
│ Brochure Matte                      │
│ Iron-On                             │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│            Layout Style             │
│ Paper Saver                         │
│ Album (Portrait)                    │
│ Album (Landscape)                   │
└─────────────────────────────────────┘
```

```
┌─────────────────────────────────────┐
│          Set New Defaults           │
│ No                                  │
│ Yes                                 │
│                                     │
└─────────────────────────────────────┘
```

memory card

The Photo Card Job menu gives you access to a variety of settings that affect the way digital photos print, including number of copies, paper types, and so on. The default measurements and sizes vary according to country/region. The paper types vary according to the paper size selected.

Note: Press Cancel to close any menu or setting without making changes.

change photo card job menu print options

You change each of the Photo Card Job menu print options in the same way.

1   Select the option you want to change by pressing **Options** on the front panel until the option appears on the first line of the display.
2   Change the setting by pressing ► to scroll to the appropriate value.
3   Press **OK** to accept the new value and move on to the next printing option.

select borderless

This setting turns borderless printing on or off. Borderless printing lets you create professional quality photo prints. When the Borderless option is on, the Image Size and Layout Style options disappear. Any choices on other menus that are unsupported for borderless printing are also unavailable. You still need to select a paper size and paper type, and load the appropriate paper in the input tray.

select image size

This setting lets you select the size of the photo image to be printed.

select paper size

This setting lets you select the paper size for the current print job.

select paper type

This setting lets you select the best paper type for the current print job. The default Automatic value lets the HP PSC set the paper type to the best choice. The paper types shown in this setting vary depending on the paper size currently selected.

change number of copies

This setting lets you control the number of copies for the current print job. The maximum number of copies varies by model. In addition to pressing ► to increment the number, you can enter any number up to the maximum for your model directly on the front panel.

select layout style

The Paper Saver layout style fits as many photos on the paper as possible, rotating and cropping photos, if necessary.

The Album layout styles keep the orientation of the original photos. Album (Portrait) and Album (Landscape) refer to the orientation of the page, not the photos themselves. Some cropping might occur.

set new print photo defaults

You can change the print photo defaults from the front panel.

1   Press **Photo**. The first setting of the **Photo Card Job** menu appears on the first line of the display. Press **Options** to navigate to the setting you want to change.

2   Make changes to any setting as needed and press **OK** to accept the new value and move on to the next printing option.

3   Press **Options** until **Set New Defaults** appears in the top line of the display.
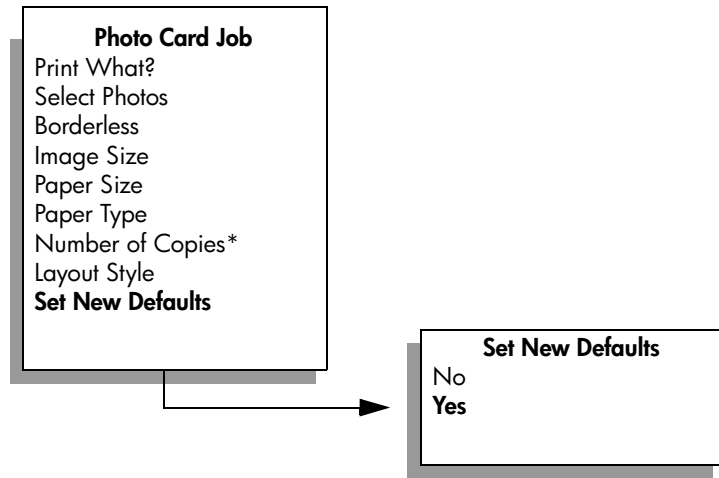
memory card

```
┌─────────────────────────────────┐
│        Photo Card Job           │
│  Print What?                    │
│  Select Photos                  │
│  Borderless                     │
│  Image Size                     │
│  Paper Size                     │
│  Paper Type                     │
│  Number of Copies*              │
│  Layout Style                   │
│  Set New Defaults               │
│                                 │
└─────────────────────────────────┘
                                    ┌─────────────────────────────────┐
                                    │       Set New Defaults          │
                                    │  No                             │
                                    │  Yes                            │
                                    │                                 │
                                    └─────────────────────────────────┘
```

Note: Print What? appears only if there is a DPOF file on the memory card. Select Photos and Number of Copies are unavailable if the DPOF option is chosen from the Print What? menu.

4   Press ► until **Yes** appears and then press **OK**.
All the current settings become the new device defaults.

print selected photos directly from a memory card

You can print selected photos, more than one copy of a selected photo, a continuous range of photos (such as photos 5 through 15), or the photos tagged by a Digital Print Order Format (DPOF) file created by your camera.

Note: When printing photos, you should first select options for the correct paper type and photo enhancement. You can also improve the quality of the photos you print with your HP PSC by purchasing a photo print cartridge. Remove the black print cartridge and insert the photo print cartridge in its place. With the tri-color print cartridge and photo print cartridge installed, you have a six-ink system, which provides better quality photos. When you want to print regular text documents, swap the black print cartridge back in.

For more information, see **order supplies** on page 59 and **work with print cartridges** on page 62.

memory card

This section covers the following topics:

- **print individual photos** on page 30
- **create borderless prints** on page 31
- **print a DPOF file** on page 32

You can do more than simply print your digital photos if you use the
HP Gallery feature of the HP Director. This software lets you use digital photos
for iron-on transfers, posters, banners, stickers, and other creative projects. Just
start the HP Director and click HP Gallery to begin exploring.

On a Macintosh see the **hp gallery** section in the **hp photo and imaging help**
book.

print individual photos

If you don't know the photo index number, print a photo proof sheet before
selecting individual photos to print.

Index number — 17 Jul 28 2001 — Date
IMG000017.JPG
File name

1 Insert the memory card into the appropriate slot on your HP PSC.

2 Press **Photo** to access the **Photo Card Job** menu.

memory card

3 Use **Options** to select one of the following:

– **Print What?**

Lets you choose to print DPOF-tagged files (Use DPOF) or choose files yourself (Photos on Card). Press ➤ to make your selection. This option is available only if there are DPOF-tagged files on the card. For information on printing DPOF-tagged files, see **print a DPOF file** on page 32.

– **Select Photos**

Lets you choose to print all the photos on the card or to select only specific files.

4 Choose **Select Photos**.

5 Press ➤ to choose one of the following:

– **All (1-nnnn)**
– **Custom**

6 If you selected **All**, press **OK** and skip to step 8. If you selected **Custom**, press ➤ again and enter the photo index numbers (from a proof sheet) for the photos you want to print. After you enter a number, the photo's file name (usually assigned to it by the digital camera) appears on the front panel display.

You insert a comma between numbers by pressing ➤ or the comma key located to the left of the 0 (zero) key. You can specify a range (for example, 21-30) by pressing the pound button (#) to enter a dash.

Note: You can erase an index number by pressing ◄. As the bottom line gets filled, the data entry field scrolls left to show the number as it is entered.

7 Press **OK** when you are finished entering the photo index numbers.

8 At the **Photo Card Job** menu you can change various print settings. Press **Options** until the setting you want to change appears on the first line of the display.

For additional information, see **set photo print options** on page 26.

9 Press **Start Black** or **Start Color** to print all selected photos using the current settings.

create borderless prints

An exceptional feature of your HP PSC is its ability to turn the digital photos on a memory card into professional, borderless prints.

1 Insert the memory card into the appropriate slot on your HP PSC.
The Photo button lights up.

2 Enter the index numbers of the photos you want to print:

– Use the pound key (#) to specify a range: 21-30.

You can erase index numbers by pressing ◄ to backspace.

3 Press **OK** when you finish entering the photo index numbers.

4 Press **Options** until **Borderless** appears on the first line of the display.
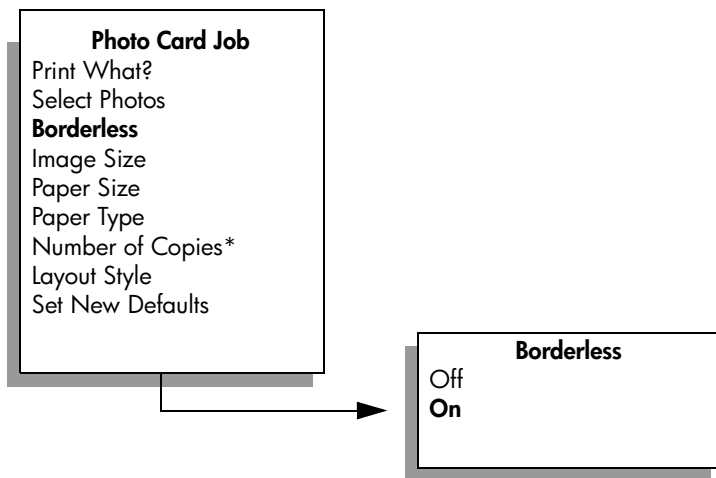
memory card

```
          Photo Card Job
     Print What?
     Select Photos
     Borderless
     Image Size
     Paper Size
     Paper Type
     Number of Copies*
     Layout Style
     Set New Defaults
```

```
                    Borderless
     Off
     On
```

Note: Print What? appears only if there is a DPOF file on the memory card. Select Photos and Number of Copies are unavailable if the DPOF option is chosen from the Print What? menu.

5   Press ▶ until **On** appears on the display and then press **OK** to confirm this setting.

    When the Borderless option is active, the Image Size and Layout Style options disappear. Any choices on other menus that are unsupported for borderless printing are unavailable.

6   Select a paper type and paper size from the **Paper Type** and **Paper Size** settings. Use **Options** to navigate to the setting and ▶ to select a value.

    Only choices appropriate to borderless printing are available.

7   Make sure you have photo paper of the size selected in step 6 loaded in the input tray.

8   Press **Start Black** or **Start Color** to print the selected photos as borderless prints.

print a DPOF file

The Digital Print Order Format (DPOF) is an industry-standard print file request that can be created by some digital cameras. See your digital camera documentation to see if it supports Digital Print Order Format (DPOF).

The DPOF file is stored by the digital camera on a memory card. The HP PSC recognizes only two DPOF settings: which photos to print and the quantity of each photo to be printed.

1   Press **Photo** to access the **Photo Card Job** menu.

2   Press **Options**, if necessary, until **Print What?** appears on the first line of the display.

3   Press ▶ to select **Use DPOF**, and then press **OK**.

    If you do not want to print just DPOF-tagged files, select Photos on Card instead.

memory card

4   At the **Photo Card Job** menu you can change various print settings.
    For additional information, see **set photo print options** on page 26.

5   Press **Start Black** or **Start Color** to print all DPOF-tagged photos on the
    card.

use the hp photo & imaging gallery

You can use the HP Gallery for viewing and editing image files. You can print
images, send images by e-mail to family and friends or use images in fun and
creative printing projects with the HP Gallery. HP software lets you do all this
and much more. Explore the software to take full advantage of the features of
your HP PSC.

For information on how you can use HP Instant Share and HP Director with your
HP PSC to share digital photos, see **hp instant share setup and use** on page 95.

For Windows: If you want to open the HP Gallery at a later time, open the
HP Director and click the HP Gallery icon.

For Macintosh: If you want to open the HP Gallery at a later time, open the HP
Director and click HP Gallery (OS 9) or click HP Director in the Dock and select
HP Gallery from the Manage and Share section of the HP Director menu.

memory card

memory card

use the copy features

The HP PSC enables you to produce high-quality color and black-and-white copies on a variety of paper types, including iron-on transfers. You can enlarge or reduce the size of an original to fit a specific paper size, adjust the copy's darkness and color intensity, and use special features to create a poster, make many sizes of photos, and create transparencies.

This section contains the following topics:

overview

You can make copies by using the front panel of your HP PSC or by using the HP Photo & Imaging Director (HP Director) software on your computer. Many copy features are available through either method. However, you might find that the software offers easier access to special copy features.

This chapter explains how to perform common copy tasks from the HP PSC front panel only. For information on performing copy tasks from the HP Director, see the **hp photo & imaging help** that came with your software.

This section contains the following topics:

copy

increase copy speed or quality

The HP PSC provides three options that affect copy speed and quality.

- Normal delivers high-quality output and is the recommended setting for most of your copying. Normal copies faster than Best.
- Best produces the highest quality for all paper and eliminates the banding (striping) effect that sometimes occurs in solid areas. Best copies more slowly than the other quality settings.
- Fast copies faster than the Normal setting. The text is of comparable quality to the Normal setting, but the graphics might be of lower quality. Using Fast cuts down on the frequency of replacing your print cartridges, because it uses less ink.

1 Load your original face down on the right front corner of the glass.

2 Press **Copy**, if it is not already lit.

3 Press **Options** until **Copy Quality** appears in the top line of the display. The following options are available in the Copy Quality menu.

```
Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
Copy Quality
Normal
Best
Fast
```
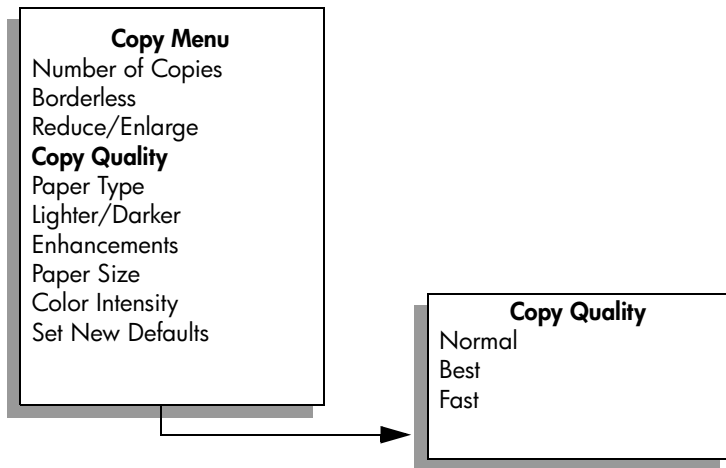
4 Press ► until the appropriate quality setting appears.

5 Press **Start Black** or **Start Color**.

change default copy settings

When you change copy settings from the front panel or the HP Director, they apply only to the current copy job. To apply copy settings to all future copy jobs, you can save the settings as defaults.

1 Load an original face down on the right front corner of the glass.

2 Make any neededchanges to the options in the **Copy** menu.

3 Press **Options** until **Set New Defaults** appears in the top line of the display.

copy

Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

4   Press ➤ until **Yes** appears.

5   Press **Start Black** or **Start Color**.

     The HP PSC uses the new default settings to make a copy of your original.

> The settings you specify here are only saved on the HP PSC itself. They do not
> adjust the settings in the software. If you use the HP Director software to control
> the settings on copies you make, you should set your most frequently used
> settings as the defaults in the HP Copy dialog box. To learn how, see the **hp
> photo & imaging help** that came with your software.

copy a two-page black-and-white document

You can use the HP PSC to copy a single- or multiple-page document in color or
black and white. In this example, the HP PSC is used to copy a two-page black-
and-white original.
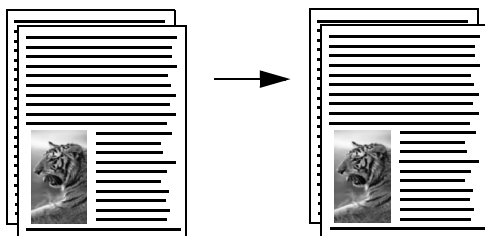
1   Load the first page of your original face down on the right front corner of
     the glass.

2   Press **Copy**, if it is not already lit.

3   Press **Start Black**.

4   Remove the first page from the glass and load the second page.

5   Press **Start Black**.

copy

make a 4 by 6 inch (10 by 15 cm) borderless copy of a photo

For the best quality when copying a photo, make sure you select options for the correct paper type and photo enhancement. You might also want to use the photo print cartridge for superior print quality. With the tri-color and photo print cartridges installed, you have a six-ink system. See **use a photo print cartridge** on page 67 for more information.

1   Load your original photo face down on the right front corner of the glass. Position the photo on the glass so the long edge of the photo is along the front edge of the glass.

2   Load 4 by 6 inch (10 by 15 cm) photo paper in the input tray.

3   Press **Copy**, if it is not already lit.

4   Press **Options** until **Borderless** appears in the top line of the display.

Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Borderless
Off
On

5   Press ▶ until **On** appears.
The Reduce/Enlarge option is not available when Borderless is turned on.

6   Press **Options** until **Paper Size** appears in the top line of the display.
The following options are available in the Paper Size menu.

copy

```
        Copy Menu
Number of Copies
Borderless
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
        Paper Size*
Letter
4 x 6
A4
```
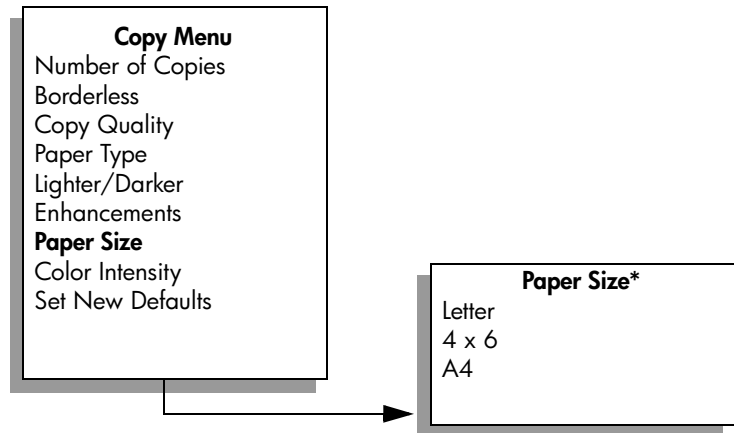
*The paper sizes available vary by country/region.

7 Press ► until **4 x 6** appears.

8 Press **Options** until **Paper Type** appears in the top line of the display.
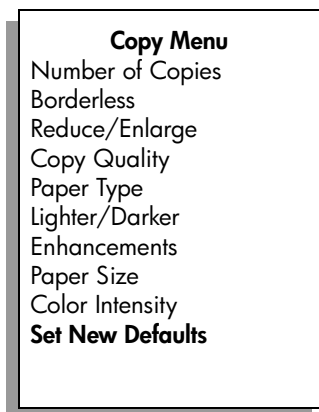The following options are available in the Paper Type menu.

```
        Copy Menu
Number of Copies
Borderless
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
        Paper Type
Premium Inkjet
Premium Photo
Photo Paper
PhotoQual Inkjet
Everyday Photo
Transparency
Iron-On
Brochure Glossy
Brochure Matte
```

Note: Automatic and Plain Paper are not available in the Paper Type menu when Borderless is turned on.

9 Press ► until the type of photo paper you loaded in the input tray appears.

Caution! When making borderless copies, you must have photo paper (or other specialty paper) loaded. If you have plain paper loaded, ink will bleed off the paper, staining your device.

10 Press **Options** until **Enhancements** appears in the top line of the display.
The following options are available in the Enhancements menu.

copy

```
┌─────────────────────────────┐
│        Copy Menu            │
│  Number of Copies           │
│  Borderless                 │
│  Copy Quality               │
│  Paper Type                 │
│  Lighter/Darker             │
│  Enhancements               │
│  Paper Size     ┌───────────────────────────┐
│  Color Intensity│       Enhancements        │
│  Set New Defaults│  Text                    │
│                 │  Photo                    │
│                 │  Mixed                    │
│                 │  None                     │
│                 └───────────────────────────┘
└─────────────────────────────┘
```
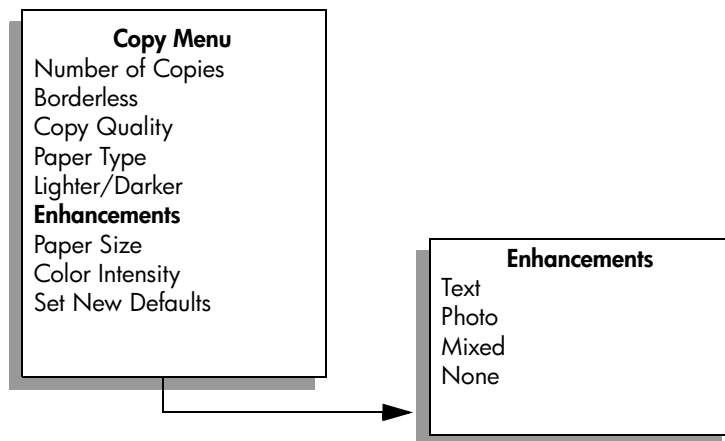
11 Press ➤ until **Photo** appears.

12 Press **Start Color**.

The HP PSC makes a 4 by 6 inch (10 by 15 cm) borderless copy of your original photo, as shown below.

You might find it easier to copy a photo by using the HP Director software that you installed with your HP PSC. Using the HP Director, you can easily make letter or 4 by 6 inch (10 by 15 cm) borderless copies of your photo, enlarge or shrink the photo to fill the size of the paper you have loaded, and turn on Photo enhancements to ensure you get the highest quality photos. For information on using these features in the HP Director, see the onscreen **hp photo & imaging help**.

make multiple copies of the same original

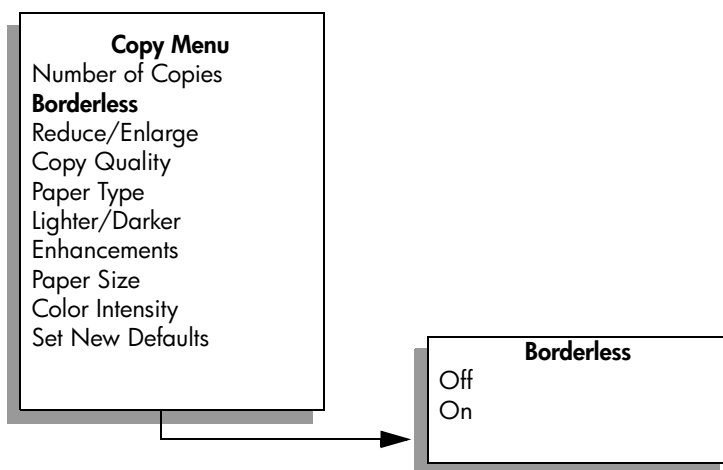**1** Load your original face down on the right front corner of the glass.

2 Press **Copy**, if it is not already lit.

3 Press **Options** until **Number of Copies** appears in the top line of the display.

4 Press ➤ or use the keypad to enter the number of copies, up to the maximum.

(The maximum number of copies varies by model.)

Tip: If you hold down either of the arrow buttons, the number of copies changes by increments of 5 to make it easier to set a large number of copies.

5 Press **Start Black** or **Start Color**.

In this example, the HP PSC makes six copies of the original 4 by 6 inch (10 by 15 cm) photo.
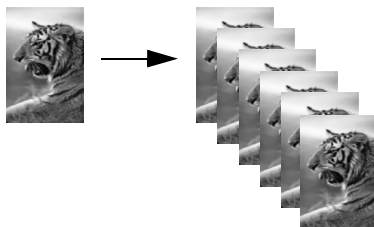
copy a 4 by 6 inch (10 by 15 cm) photo onto a full-size page

In addition to making actual size copies of an original, the Borderless feature can automatically enlarge or reduce your original to fill the paper loaded in the input tray. In this example, Borderless is used to enlarge a 4 by 6 inch (10 by 15 cm) photo to create a full-size borderless copy.

Note: In order to achieve a borderless print without changing the proportions of the original, the HP PSC might crop some of the image around the margins. In most cases, this cropping will not be noticeable.
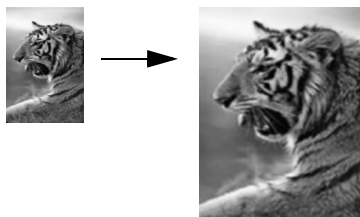
1 Make sure that the glass and lid backing are clean.

2 Load your original photo face down on the right front corner of the glass. Position the photo on the glass so the long edge of the photo is along the front edge of the glass.

Tip: When copying a photo, you might want to use the photo print cartridge for superior print quality. With the tri-color and photo print cartridges installed, you have a six-ink system. See **use a photo print cartridge** on page 67 for more information.

3 Load letter or A4 photo paper in the input tray.

4 Press **Copy**, if it is not already lit.

5 Press **Options** until **Borderless** appears in the top line of the display.
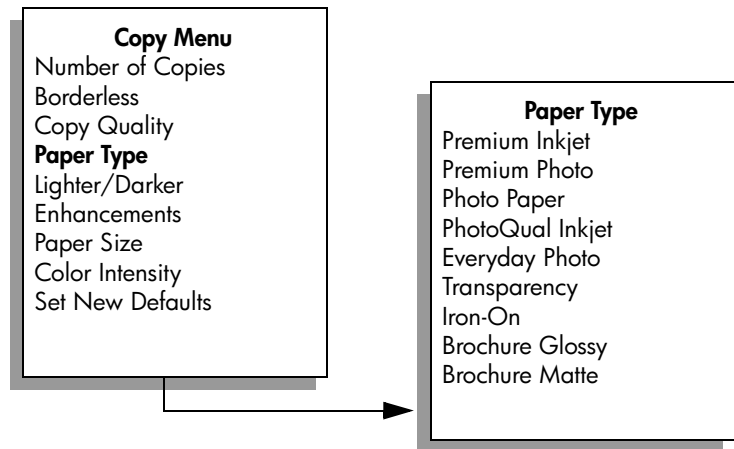
copy

```
                    Copy Menu
          Number of Copies
          Borderless
          Reduce/Enlarge
          Copy Quality
          Paper Type
          Lighter/Darker
          Enhancements
          Paper Size
          Color Intensity
          Set New Defaults
```

```
                    Borderless
          Off
          On
```
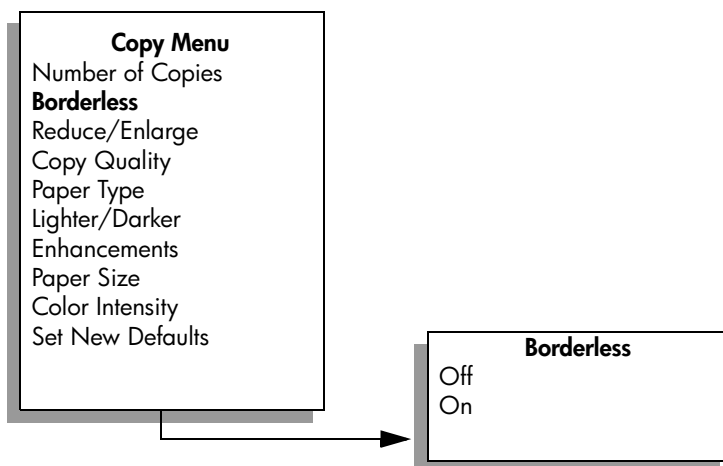
6 Press ➤ until **On** appears.

The Reduce/Enlarge option is not available when Borderless is turned on.

7 Press **Options** until **Paper Size** appears in the top line of the display.

The following options are available in the Paper Size menu.

```
                    Copy Menu
          Number of Copies
          Borderless
          Copy Quality
          Paper Type
          Lighter/Darker
          Enhancements
          Paper Size
          Color Intensity
          Set New Defaults
```

```
                    Paper Size*
          Letter
          4 x 6
          A4
```
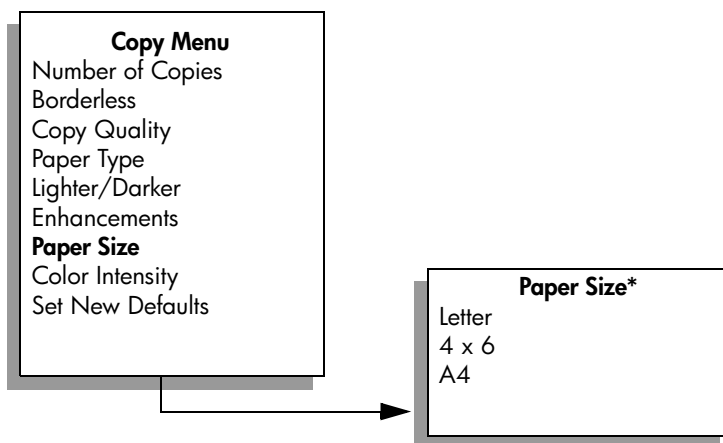
*The paper sizes available vary by country/region.

8 Press ➤ until **Letter** or **A4** appears, as appropriate.

9 Press **Options** until **Paper Type** appears in the top line of the display.

The following options are available in the Paper Type menu.

```
Copy Menu
Number of Copies
Borderless
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
Paper Type
Premium Inkjet
Premium Photo
Photo Paper
PhotoQual Inkjet
Everyday Photo
Transparency
Iron-On
Brochure Glossy
Brochure Matte
```

Note: Automatic and Plain Paper are not available in the Paper Type menu when Borderless is turned on.

10 Press ▶ until the type of photo paper you loaded in the input tray appears.

Caution! When making borderless copies, you must have photo paper (or other specialty paper) loaded. If you have plain paper loaded, ink will bleed off the paper, staining your device.

11 Press **Options** until **Enhancements** appears in the top line of the display.

The following options are available in the Enhancements menu.

```
Copy Menu
Number of Copies
Borderless
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
Enhancements
Text
Photo
Mixed
None
```

copy

12 Press ▶ until **Photo** appears.

13 Press **Start Color**.

copy a photo several times on one page

You can print multiple copies of an original on one page by selecting an image size from the Reduce/Enlarge menu.

After you select one of the available sizes, you might be prompted whether you want to print multiple copies of the photo to fill the paper you have loaded in the input tray. If you select a photo size that is too large to accommodate printing more than one copy on the page, the prompt does not appear.

1   Load your original photo face down on the right front corner of the glass. Position the photo on the glass so the long edge of the photo is along the front edge of the glass.

2   Press **Copy**, if it is not already lit.

3   Press **Options** until **Reduce/Enlarge** appears in the top line of the display. The following options are available in the Reduce/Enlarge menu.
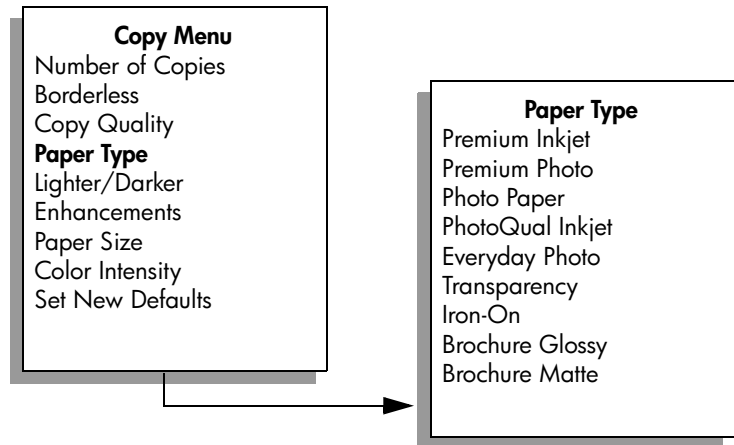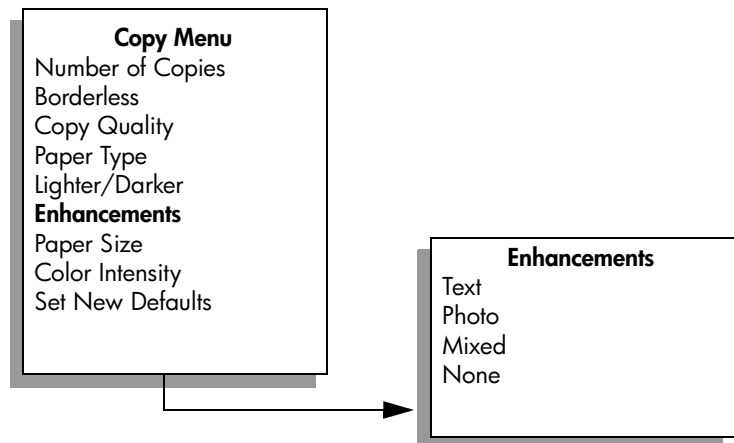
Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Reduce/Enlarge
Actual Size
Fit to Page
Custom 100%
4 x 6 inch*
5 x 7 inch
8 x 10 inch
2½ x 3¼ inch
3 x 4 inch
3½ x 5 inch
Poster
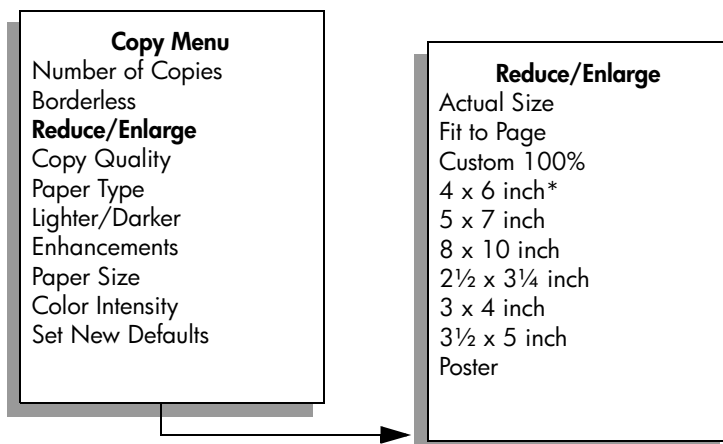
*The image sizes available vary by country/region.

4   Press ► until the size in which you want to copy the photo appears.

Depending on the image size you select, you might be prompted to print multiple copies of the photo to fill the paper in the input tray.

Some larger sizes do not prompt you for a number of images. In this case, only one image is copied to the page.

copy

5   If prompted, press **OK**, and then press ► to choose to fill the page or print only one copy of the photo.

6   Press **Start Black** or **Start Color**.

This feature and more are available through the HP Director software if you scan your photo into the computer. Through the HP Director, you can print multiple photos of different sizes. The HP PSC will fit as many photos as it can on the paper you have loaded in the input tray. For information on scanning your photos into the computer to use the HP Director Photo Print functions, see the onscreen **hp photo & imaging help** that came with your software.

resize an original to fit onto letter paper

If the image or text on your original fills the entire sheet with no margins, use the Fit to Page feature to reduce your original and prevent unwanted cropping of the text or images at the edges of the sheet.

Tip: You can also use Fit to Page to enlarge a small photo to fit within the printable area of a full-size page. In order to do this without changing the proportions of the original or cropping the edges, the HP PSC might leave an uneven amount of white space around the edges of the paper.
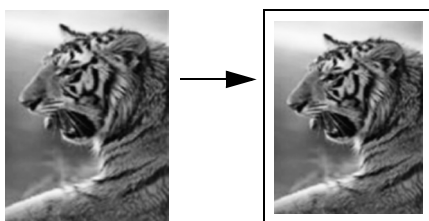
1   Load your original face down on the right front corner of the glass.

2   Press **Copy**, if it is not already lit.

3   Press **Options** until **Paper Size** appears in the top line of the display. The following options are available in the Paper Size menu.
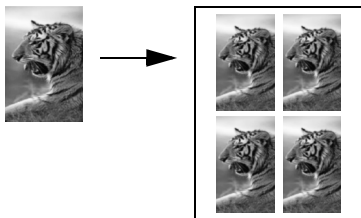
copy

```
        Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
                    Paper Size*
Letter
4 x 6
A4
```
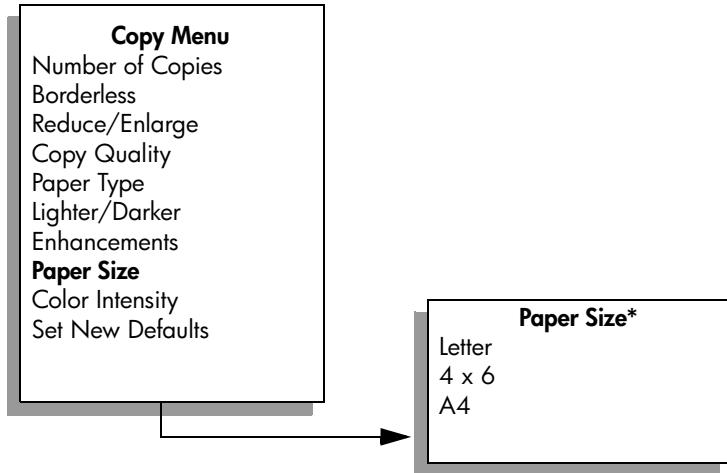
*The paper sizes available vary by country/region.

4   Press ► until **Letter** appears.

5   Press **Options** until **Reduce/Enlarge** appears in the top line of the display.
The following options are available in the Reduce/Enlarge menu.

```
        Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults
```

```
        Reduce/Enlarge
Actual Size
Fit to Page
Custom 100%
4 x 6 inch*
5 x 7 inch
8 x 10 inch
2½ x 3¼ inch
3 x 4 inch
3½ x 5 inch
Poster
```

*The image sizes available vary by country/region.

6   Press ► until **Fit to Page** appears.

7   Press **Start Black** or **Start Color**.

copy

copy a washed-out original

Use Lighter/Darker to adjust the lightness and darkness of the copies you make. You can also adjust the color intensity to make colors on your copy more vivid or more subtle.

1   Load your original face down on the right front corner of the glass.

2   Press **Copy**, if it is not already lit.

3   Press **Options** until **Lighter/Darker** appears in the top line of the display.

    The range of Lighter/Darker values appears as circles on a scale on the front panel display.

4   Press ► to darken the copy.

    Note: You can also press ◄ to lighten the copy.

5   Press **Options** until **Color Intensity** appears in the top line of the display.

    The range of color intensity values appears as circles on a scale on the front panel display.

6   Press ► to make the image more vivid.

    Note: You can also press ◄ to make the image more pale.

7   Press **Start Color**.

copy a document that has been faxed several times

The Enhancements feature automatically adjusts the quality of text documents by sharpening edges of black text or photographs by enhancing light colors that might otherwise appear white.

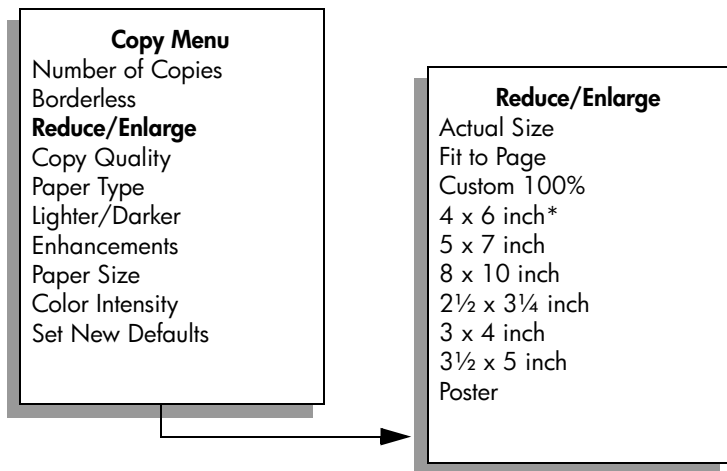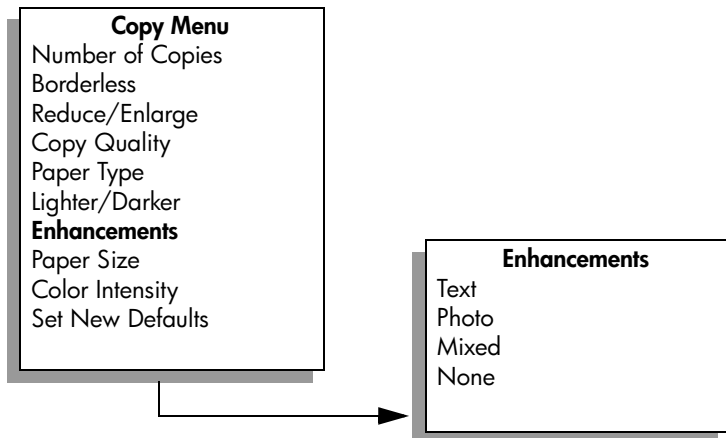Text enhancement is the default option. Use Text enhancement to sharpen edges of black text.

1   Load your original face down on the right front corner of the glass.

2   Press **Copy**, if it is not already lit.

3   Press **Options** until **Enhancements** appears in the top line of the display.

    The following options are available in the Enhancements menu.

```
┌─────────────────────────┐
│      Copy Menu          │
│  Number of Copies       │
│  Borderless             │
│  Reduce/Enlarge         │
│  Copy Quality           │
│  Paper Type             │
│  Lighter/Darker         │
│  Enhancements           │        ┌─────────────────────────┐
│  Paper Size             │        │      Enhancements       │
│  Color Intensity        │        │  Text                   │
│  Set New Defaults       │        │  Photo                  │
│                         │        │  Mixed                  │
└─────────────────────────┘        │  None                   │
         │                         │                         │
         └────────────────────────▶└─────────────────────────┘
```

copy

4 Press ➤ until **Text** appears.

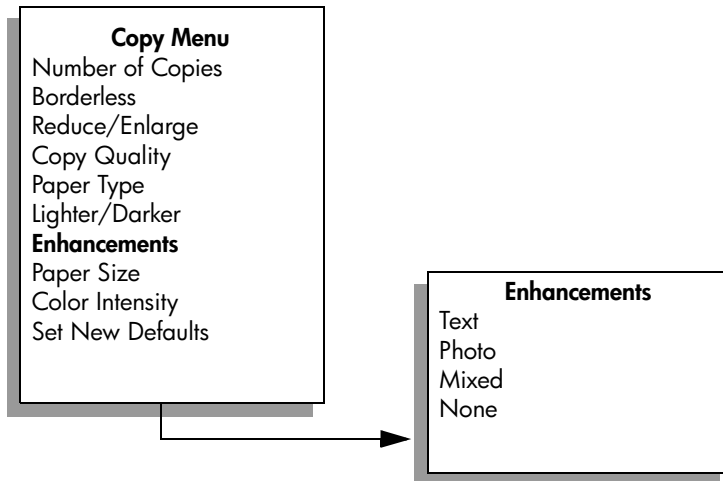**5** Press **Start Black** or **Start Color**.

Tip: If any of the following occur, turn off Text enhancement by selecting Photo or None:

– Stray dots of color surround some text on your copies
– Large, black typefaces look splotchy (not smooth)
– Thin, colored objects or lines contain black sections
– Horizontal grainy or white bands appear in light- to medium-gray areas

enhance light areas of your copy

Use Photo enhancements to enhance light colors that might otherwise appear white. You can also copy with Photo enhancements to eliminate or reduce any of the following that might occur when copying with Text enhancements:

• Stray dots of color surround some text on your copies

• Large, black typefaces look splotchy (not smooth)

• Thin, colored objects or lines contain black sections

• Horizontal grainy or white bands appear in light- to medium-gray areas

1 Load your original photo face down on the right front corner of the glass. Position the photo on the glass so the long edge of the photo is along the front edge of the glass.

2 Press **Copy**, if it is not already lit.

3 Press **Options** until **Enhancements** appears in the top line of the display.

The following options are available in the Enhancements menu.

Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Enhancements
Text
Photo
Mixed
None

4 Press ► until **Photo** appears.
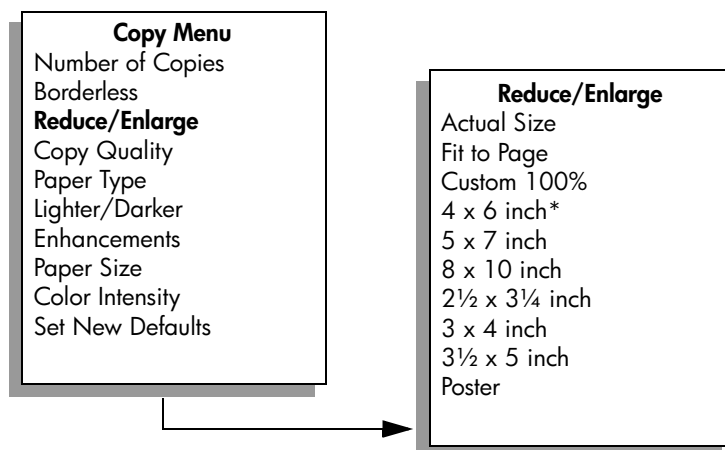
5 Press **Start Color**.

It is easy to set Enhancement settings for photos and other documents you copy using the HP Director software that you installed with your HP PSC. With one click of your mouse button, you can set a photo to copy with Photo enhancements, a text document to copy with Text enhancements, or a document that contains both images and text to copy with both Photo and Text enhancements turned on. For more information, see the onscreen **hp photo & imaging help** that came with your software.

make a poster

When you use the Poster feature, the HP PSC divides your original into sections and then enlarges the sections onto letter or A4 paper so you can assemble them into a poster.
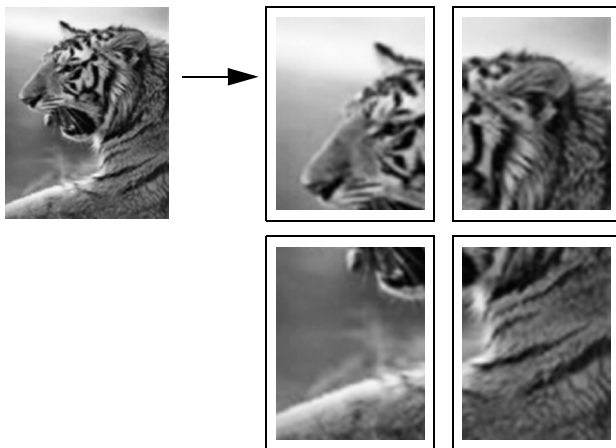
1 Load your original face down on the right front corner of the glass.

If you are copying a photo, position the photo on the glass so the long edge of the photo is along the front edge of the glass.

2 Press **Copy**, if it is not already lit.

3 Press **Options** until **Reduce/Enlarge** appears in the top line of the display.

The following options are available in the Reduce/Enlarge menu.

copy

Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Reduce/Enlarge
Actual Size
Fit to Page
Custom 100%
4 x 6 inch*
5 x 7 inch
8 x 10 inch
2½ x 3¼ inch
3 x 4 inch
3½ x 5 inch
Poster

*The image sizes available vary by country/region.

4   Press ▶ until **Poster** appears, and then press **OK**.

5   Press ▶ until the appropriate page width appears, and then press **OK**.
    The default poster size is two pages wide.

6   Press **Start Black** or **Start Color**.
    After you select the poster width, the HP PSC adjusts the length
    automatically to maintain the proportions of the original.

    Tip: If the original cannot be enlarged to the selected poster size
    because it exceeds the maximum zoom percentage, an error
    message appears that tells you the number of pages wide that are
    possible. Select a smaller poster size and make the copy again.

The HP Director software on your computer enables you to be even more
creative with your photos. You only need to scan your photo into the computer
to use the HP Director Quick Projects tool to create posters, banners, and iron-
on t-shirt transfers from your photo. To learn more, see the onscreen **hp photo
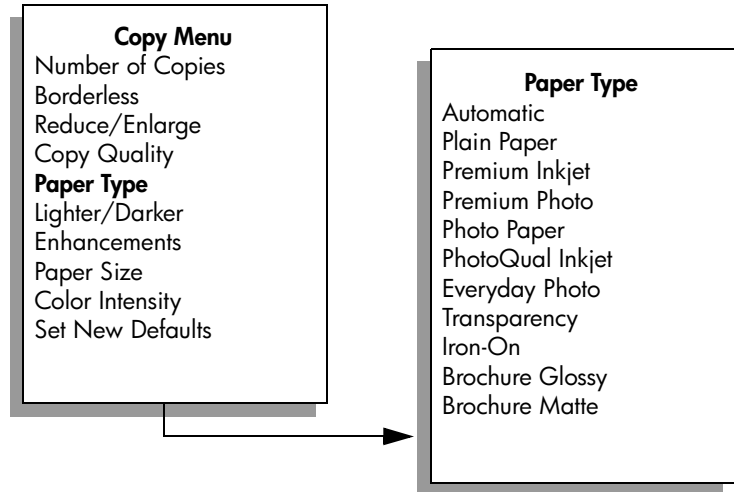& imaging help** that came with your software.

prepare a color t-shirt transfer

You can copy an image or text onto a T-shirt transfer, then iron it onto a T-shirt.

    Tip: We recommend that you practice applying a T-shirt transfer
    on an old garment first.

1   Load your original face down on the right front corner of the glass.
    If you are copying a photo, position the photo on the glass so the long
    edge of the photo is along the front edge of the glass.

2   Load the T-shirt transfer paper in the input tray.

3   Press **Copy**, if it is not already lit.

copy

4   Press **Options** until **Paper Type** appears in the top line of the display.

The following options are available in the Paper Type menu.

Copy Menu
Number of Copies
Borderless
Reduce/Enlarge
Copy Quality
Paper Type
Lighter/Darker
Enhancements
Paper Size
Color Intensity
Set New Defaults

Paper Type
Automatic
Plain Paper
Premium Inkjet
Premium Photo
Photo Paper
PhotoQual Inkjet
Everyday Photo
Transparency
Iron-On
Brochure Glossy
Brochure Matte

5   Press ▶ until **Iron-On** appears.

6   Press **Start Black** or **Start Color**.

When you select Iron-On as the paper type, the HP PSC automatically copies a mirror image of your original (as shown below) so that it will appear properly when you iron it onto the T-shirt.
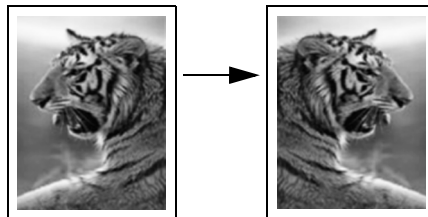
stop copying

▶   To stop copying, press **Cancel** on the front panel.

copy

copy

5

use the scan features

Scanning is the process of converting text and pictures into an electronic format for your computer. You can scan just about anything: photos, magazine articles, text documents, and even 3D objects, as long as you are careful not to scratch the glass.

Because the scanned image or text is in an electronic format, you can bring it into your word processor or graphics application and modify it to suit your needs. You can do the following:

- Scan text from an article into your word processor and quote it in a report, saving you a lot of retyping.
- Scan in a logo and use it in your publishing software, allowing you to print business cards and brochures for yourself.
- Scan in photos of your kids and e-mail them to relatives, create a photographic inventory of your house or office, or create an electronic scrapbook.

To use the scan features, your HP PSC and computer must be connected and turned on. The HP PSC software must also be installed and running on your computer prior to scanning. To verify that the HP PSC software is running on a Windows PC, look for the hp psc 2300 series icon in the system tray at the lower right side of the screen, next to the time. On a Macintosh, the HP PSC software is always running.

You can start a scan from your computer or from your HP PSC. This section explains how to scan from the front panel of the HP PSC.

For information about how to scan from the computer, and how to adjust, resize, rotate, crop, and sharpen your scans, see the onscreen **hp photo & imaging help** that came with your software.

This section contains the following topics:

- **scan an original** on page 53
- **stop scanning** on page 54

scan an original

This section contains the following topics:

- **send the scan to a computer connected to the hp psc** on page 54

send the scan to a computer connected to the hp psc

Follow these steps if your HP PSC is connected to a computer via a USB or parallel cable.

1   Load your original face down on the front right corner of the glass.

2   Press **Scan**, if it is not already lit.

A Scan menu appears, listing destinations that are set up to scan to. The default destination is whichever one you selected the last time you used this menu.

> **Scan Menu**
> HP Photo & Imaging Gallery
> HP InstantShare
> MS Powerpoint
> Adobe Photoshop
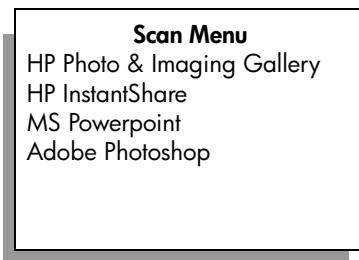
3   Select the destination by pressing ◄ or ►, or by pressing the **Scan** button repeatedly.

4   Press **Start Black** or **Start Color**.

A preview image of the scan appears in the HP Scan window on the computer, where you can edit it.

For more information about editing a preview image, see the onscreen **hp photo & imaging help** that came with your software.

5   Make any needed edits to the preview image in the **HP Scan** window. When you have finished, click **Accept**.

The HP PSC sends the scanned image to the selected destination. If you chose the HP Photo & Imaging Gallery (HP Gallery), it automatically opens and displays the image.

The HP Gallery has many tools that you can use to edit your scanned image. You can improve the overall image quality by adjusting the brightness, sharpness, color tone, or saturation. You can also crop, straighten, rotate, or resize the image. When the scanned image looks just the way you want it, you can open it in another application, send it via e-mail, save it to a file, or print it. For more information about using the HP Gallery, see the HP Photo & Imaging Help.

stop scanning

▶   To stop scanning, press **Cancel** on the front panel.

scan

6 print from your computer

Most print settings are automatically handled by the software application you are printing from or by HP ColorSmart technology. You only need to change the settings manually when you change print quality, print on specific types of paper or film, or use special features.

> **Note:** If you have a photo memory card, you can select and print photos directly from it using the HP PSC. For information, see **use a photo memory card** on page 21.

This section contains the following topics:

- **print from a software application** on page 55
- **set print options** on page 56
- **stop a print job** on page 57

For more information on performing special print jobs, see the onscreen HP Photo & Imaging Help that came with your software.

print from a software application

Follow these steps to print from the software application that you used to create your document.

Windows users

1   Load the input tray with the appropriate paper.
    For more information, see **load originals and load paper** on page 11.

2   From your software application's **File** menu, select **Print**.

3   Make sure that you select the HP PSC to print.
    If you need to change settings, click the button that opens the Properties dialog box (depending on your software application, this button might be called Properties, Options, Printer Setup, or Printer), and then select the appropriate options for your print job using the features available in the Paper/Quality, Finishing, Effects, Basics, and Color tabs.

    Note that when printing a photo, you must select options for the correct paper type and photo enhancement. You might also want to use the photo print cartridge for superior print quality. See **work with print cartridges** on page 62 for more information.

    The settings you select apply only to the current print job. To set print settings for all jobs, see **set print options** on page 56.

4   Click **OK** to close the **Properties** dialog box.

5   Click **OK** to begin your print job.

Macintosh users

To specify a document's paper size, scaling, and orientation, use the Page Setup dialog box. To specify other print settings for a document, and to send the document to the HP PSC, use the Print dialog box.

Note: The following steps are specific to OS X. For OS 9, the steps might be slightly different. Be sure you have selected the HP PSC in the Print Center (OS X) or in the Chooser (OS 9) before you begin printing.

1   From your software application's **File** menu, select **Page Setup**.
    The Page Setup dialog box appears.

2   In the **Format for** pop-up menu, select the HP PSC.

3   Select the page attributes:
    – Select the paper size.
    – Select the orientation.
    – Enter the scaling percentage.
    For OS 9, the Page Setup dialog box includes options to mirror the image, and to adjust page margins for two-sided printing.

4   Click **OK**.

5   From your software application's **File** menu, select **Print**.
    The Print dialog box appears.
    If you are using OS X, the Copies & Pages panel opens. If you are using OS 9, the General panel opens.

6   Select the print settings appropriate for your project.
    Use the pop-up menus to access the other panels.

7   Click **Print** to begin printing.

set print options

You can customize the print settings of the HP PSC to handle nearly any print task.

Windows users

If you want to change print settings, you need to decide if you want to change them for the current job, or for all jobs. How you display print settings depends on whether or not you want to make the setting permanent.

to change the print settings for all future jobs

1   In the **HP Photo & Imaging Director** (**HP Director**) click **Settings**, and then select **Print Settings**.

2   Make changes to the print settings, and click **OK**.

to change the print settings for the current print job

1   From your software application's **File** menu, select **Print**, **Print Setup**, or **Page Setup**. Make sure that the selected printer is the HP PSC.

2   Click **Properties**, **Options**, **Printer Setup**, or **Printer** (the option names are different depending on your software application) to display the print settings.

3   Make changes to the settings, and click **OK**.

4   Click **OK** to print the job.

Macintosh users

Use the Print dialog box to customize the print settings. The options displayed depend on the panel selected.

▸   To display the **Print** dialog box, open the document you want to print, then select **Print** from the **File** menu.

  Note: To find out more about the settings in a particular panel, click the ? in the lower left corner of the Print dialog box.

copies & pages panel

Use the Copies & Pages panel in OS X and the General panel in OS 9 in the Print dialog box to select the number of copies and the pages you want to print. You can also choose to collate your prints from this panel.

▸   Click the **Preview** button to see a preview of the printed document.

layout panel

Use the Layout panel in the Print dialog box to print multiple pages on a sheet and to arrange the order in which the pages will print. You can also choose border options from this panel.

output options panel

Use the Output Options panel in the Print dialog box to save your file as an Adobe Acrobat PDF® (portable document format) file. The HP PSC does not support PostScript printing.

▸   Select the **Save as File** check box to save your document as a PDF file.

  Note: The Output Options panel is not available in OS 9.

paper type/quality panel

Use the Paper Type/Quality panel in the Print dialog box to select the paper type, print quality, and color settings. You can also use this panel to change the contrast and sharpness of your digital photos and to adjust the amount of ink you want to use in your prints.

summary panel

Use the Summary panel in the Print dialog box to preview your settings and make sure that they are correct before printing.

  Note: In OS 9, the summary of your settings appears in the General panel.

stop a print job

You can stop a print job from the HP PSC or from your computer.

▸   To stop a print job from the HP PSC, press **Cancel** on the front panel. Look for the **Print cancelled** message on the front panel display. If it doesn't appear, press **Cancel** again.
  The HP PSC prints any pages it has already started printing and then cancels the remainder of the print job. This can take a few moments.

print

7 order supplies

You can order print cartridges, recommended types of HP Paper, and HP PSC accessories online from the HP website.

This section contains the following topics:

- **order media** on page 59
- **order print cartridges** on page 59

order media

To order media such as HP Premium Paper, HP Premium Inkjet Transparency Film, HP Iron-On Paper, or HP Greeting Cards, go to:

www.hp.com

Choose your country/region, and then select Buy or Shopping.

order print cartridges

The following table lists the print cartridges that are compatible with your HP PSC. Use the information below to determine which print cartridge to order.

print cartridges	hp reorder number
HP black inkjet print cartridge	#56, 19 ml black print cartridge
HP black inkjet print cartridge	#27, 10 ml black print cartridge
HP tri-color inkjet print cartridge	#57, 17 ml color print cartridge
HP photo inkjet print cartridge	#58, 17 ml color print cartridge
HP tri-color inkjet print cartridge	#28, 8 ml color print cartridge

Get more information about print cartridges from the HP website:

www.hp.com

Choose your country/region, and then select Buy or Shopping.

order supplies

hp psc 2300 series

maintain your hp psc

The HP PSC requires little maintenance. Sometimes you might want to clean the glass and lid backing to remove surface dust and ensure that your copies and scans remain clear. You might also want to replace, align, or clean your print cartridges from time to time. This section provides instructions for keeping your HP PSC in top working condition. Perform these simple maintenance procedures as necessary.

This section contains the following topics:

clean the glass

Dirty glass from fingerprints, smudges, hair, and so on slows down performance and affects the accuracy of features such as Fit to Page.

1 Turn off the HP PSC, unplug the power cord, and raise the lid.

2 Clean the glass with a soft cloth or sponge slightly moistened with a nonabrasive glass cleaner.

Caution! Do not use abrasives, acetone, benzene, or carbon tetrachloride on the glass; these can damage it. Do not place or spray liquids directly on the glass. They might seep under it and damage the HP PSC.

3 Dry the glass with a chamois or cellulose sponge to prevent spotting.

clean the lid backing

Minor debris can accumulate on the white document backing located underneath the lid of the HP PSC.

1 Turn off the HP PSC, unplug the power cord, and raise the lid.

2 Clean the white document backing with a soft cloth or sponge slightly moistened with a mild soap and warm water.

3 Wash the backing gently to loosen debris; do not scrub the backing.

4 Dry the backing with a chamois or soft cloth.

Caution! Do not use paper-based wipes as these might scratch the backing.

5 If this does not clean the backing well enough, repeat the previous steps using isopropyl (rubbing) alcohol, and wipe the backing thoroughly with a damp cloth to remove any residual alcohol.

clean the exterior

Use a soft cloth or slightly moistened sponge to wipe dust, smudges, and stains off the case. The interior of the HP PSC does not require cleaning. Keep fluids away from the interior of the device as well as the front panel.

Note: To avoid damage to painted parts of the HP PSC, do not use alcohol or alcohol-based cleaning products on the front panel or the lid of the device.

work with print cartridges

To ensure the best print quality from your HP PSC, you will need to perform some simple maintenance procedures and, when prompted by a front panel message, replace the print cartridges.

This section contains the following topics:

- **check the ink levels** on page 62
- **print a self-test report** on page 63
- **handle the print cartridges** on page 64
- **replace the print cartridges** on page 65
- **use a photo print cartridge** on page 67
- **use the print cartridge protector** on page 67
- **align the print cartridges** on page 68
- **clean the print cartridges** on page 69
- **clean the print cartridge contacts** on page 69

check the ink levels

You can easily check the ink supply level to determine how soon you might need to replace a print cartridge. The ink level supply shows an approximation of the amount of ink remaining in the print cartridges. This can only be done from the HP Photo & Imaging Director (HP Director).

to check the ink level for Windows users

1 From the **HP Director**, choose **Settings**, choose **Print Settings**, and then choose **Printer Toolbox**.

2 Click the **Estimated Ink Levels** tab.

The estimated ink levels appear for the print cartridges.

to check the ink level for Macintosh users

1   From the **HP Director**, click **Settings**, and then choose **Maintain Printer**.

2   If the **Select Printer** dialog box opens, select your HP PSC, and then click **Utilities**.

3   From the list, select **Ink Level**.

   The estimated ink levels appear for the print cartridges.

print a self-test report

If you are experiencing problems with printing, print a Self-Test Report before you replace the print cartridges. This report provides useful information about your print cartridges, including status information.

1   Press **Setup**.

2   Press **1**, then press **2**.

   This selects Print Report and then selects Self-Test Report.

> **Print Report**
> 1: Menu Settings
> **2: Self-Test Report**

The HP PSC prints a Self-Test Report, which might indicate the source of the printing problem.

Test patterns

Lines of color

Color blocks

maintain your hp psc
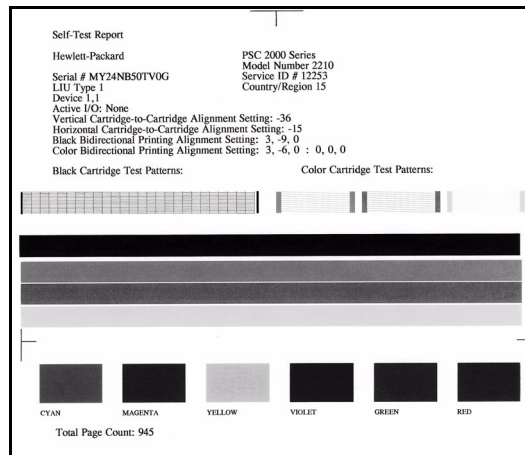
3   Check the Self-Test Report for the following:
   –   The test patterns are even and show a complete grid. If the grids are not complete, this might indicate a problem with the nozzles. You might need to clean the print cartridges. For more information, see **clean the print cartridges** on page 69.
   –   The Low Ink warning message value. The value will appear above the test pattern for the black, photo (if applicable), or tri-color print cartridges. This value represents the number of Low Ink warning messages that have displayed for each of the print cartridges. If the value displays 1, 2, or 3, the print cartridge might be low on ink. You might need to replace the print cartridge. For more information on replacing print cartridges, see **replace the print cartridges** on page 65.
   –   The lines of color extend across the page.
   –   The color blocks have even consistency. You should see cyan, magenta, yellow, violet, green, and red color blocks. If color blocks are missing, this might indicate that the tri-color print cartridge is out of ink. You might need to replace the print cartridge. For more information on replacing print cartridges, see **replace the print cartridges** on page 65. Also check for streaking or white lines. Streaks might indicate clogged nozzles or dirty contacts. You might need to clean the print cartridges. For more information on cleaning the print cartridges, see **clean the print cartridges** on page 69. Do *not* clean with alcohol.

handle the print cartridges

Before you replace or clean a print cartridge, you should know the part names and how to handle the print cartridge.

Copper contacts

Ink nozzles under tape

Plastic tape with pink pull tab (must be removed)
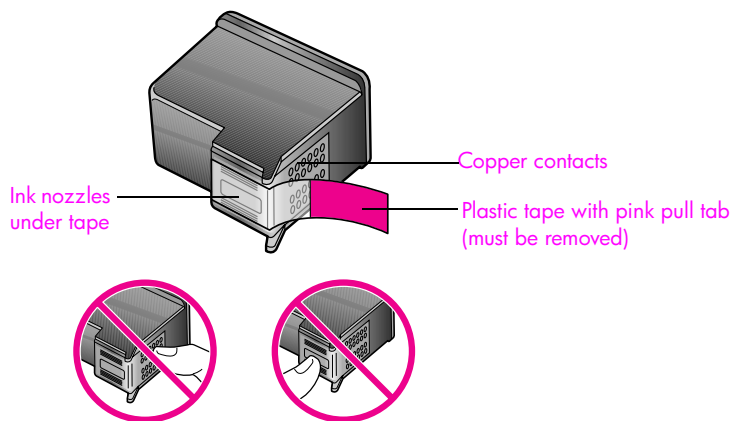
Do not touch the copper contacts or the ink nozzles

replace the print cartridges

A message appears on the front panel display to let you know when the ink level for the print cartridge is low. In addition, you can check the ink levels through the HP Director on your computer. For information, see **check the ink levels** on page 62. When you receive this message, it is recommended that you replace the print cartridge. You should also replace the print cartridges when you see faded text or if you experience print quality issues related to the print cartridges.

You might also need to replace a print cartridge when you want to use the photo print cartridge for printing high-quality photos.

For more information on ordering replacement print cartridges, see **order print cartridges** on page 59.

1   Turn on the HP PSC, then open the print-carriage access door by lifting the handle until the door locks into place.

    The print carriage will be on the far right side of the HP PSC. Wait for the ramp below the print carriage to lower before removing the print cartridges.

Latches

Print-carriage access door
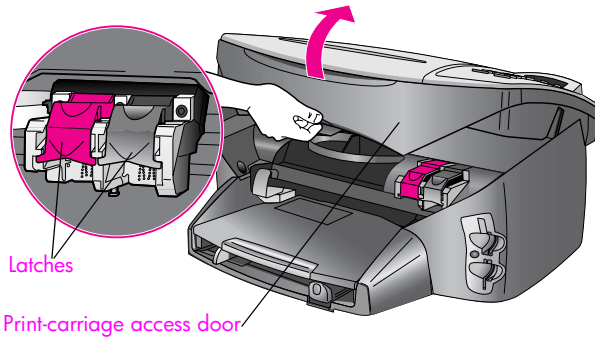
2   After the carriage stops moving and the ramp has lowered, lift the latch up to release the print cartridge.
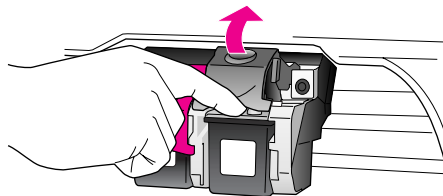
3   Push down on the print cartridge to release it, and then pull it toward you out of its slot.
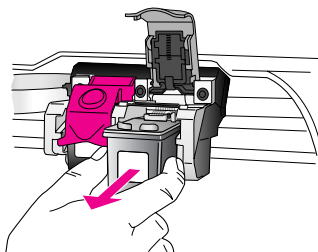
4   If you are removing the black print cartridge in order to install the photo print cartridge, store it in the print cartridge protector.

For information on the print cartridge protector, see **use the print cartridge protector** on page 67.

5   Remove the new print cartridge from its packaging and, being careful to touch only the black plastic, gently remove the pink tape by using the pull tab.
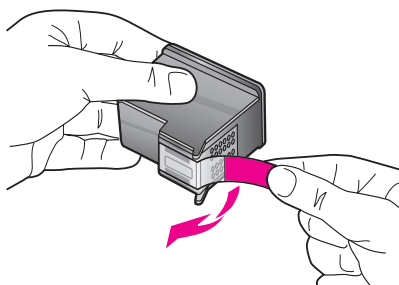
Caution! Do not touch the copper contacts or ink nozzles.

6   Push the new print cartridge below the metal bar at a slight angle, into the appropriate slot, until it clicks into place.

The tri-color print cartridge goes on the left and the black or photo print cartridge goes on the right.

maintain your hp psc
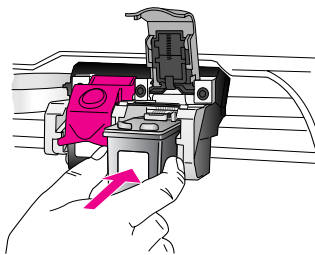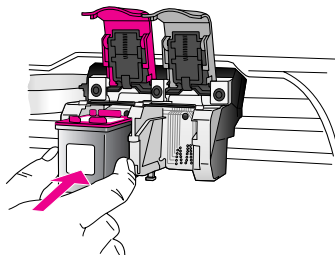
7   Press down on the latch until it stops. Make sure the latch catches below the bottom tabs.
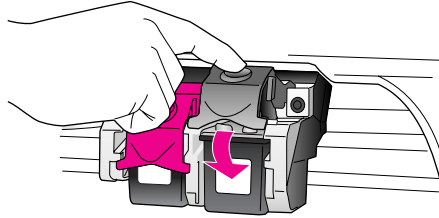
8   Close the print-carriage access door.

use a photo print cartridge

You can optimize the quality of the photos you print with your HP PSC by purchasing a photo print cartridge. To use the photo print cartridge, remove the black print cartridge and insert the photo print cartridge in its place. With the tri-color print cartridge and photo print cartridge installed, you have a six-ink system, which provides enhanced quality photos. When you want to print regular text documents, swap the black print cartridge back in. Use a print cartridge protector to keep your print cartridge secure when it is not being used. For more information on using the print cartridge protector, see **use the print cartridge protector** on page 67 and for more information on replacing print cartridges, see **replace the print cartridges** on page 65.

For more information on purchasing a photo print cartridge, see **order print cartridges** on page 59.

use the print cartridge protector

When you purchase a photo print cartridge, you will receive a print cartridge protector. The print cartridge protector is designed to keep your print cartridge secure when it is not being used. It also prevents the ink from drying out. Whenever you remove a print cartridge from the HP PSC, store it in the print cartridge protector.

▸   To insert a print cartridge into the print cartridge protector, slide the print cartridge into the print cartridge protector at a slight angle and snap it securely into place.
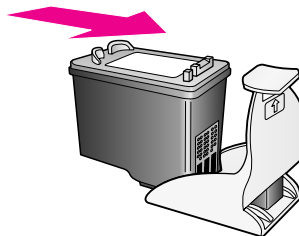
▶ To remove the print cartridge from the print cartridge protector, press down and back on the top of the print cartridge protector to release the print cartridge, then slide the print cartridge out of the print cartridge protector.
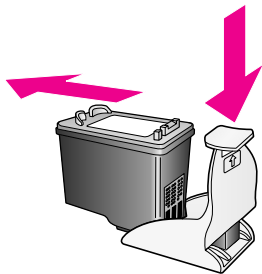
align the print cartridges

The HP PSC prompts you to align cartridges every time you install or replace a print cartridge. You can also align the print cartridges at any time from the front panel or the HP Director. Aligning the print cartridges ensures high-quality output.

Note: If you remove and reinstall the same print cartridge, the HP PSC will not prompt you to align the print cartridges.

to align the print cartridges when prompted

▶ Press **OK**.
The HP PSC prints an alignment page and aligns the print cartridges. Recycle or discard the page.

to align the cartridges from the front panel

1 Press **Setup**.
2 Press **2**, then press **2**.
This selects Maintenance and then selects Align Print Cartridges.

```
                    Maintenance
         1: Clean Print Cartridges
         2: Align Print Cartridges
         3: Restore Factory Defaults
         4: Set Language & Country/Region
         5: Set Power Save Mode Time
         6: Set Scroll Speed
         7: Set Prompt Delay Time
```

The HP PSC prints an alignment page and aligns the print cartridges. Recycle or discard the page.

to align the print cartridges from the hp director for Windows users

1   From the **HP Director**, choose **Settings**, choose **Print Settings**, and then choose **Printer Toolbox**.

2   Click the **Device Services** tab.

3   Click **Align the Print Cartridges**.

The HP PSC prints an alignment page and aligns the print cartridges. Recycle or discard the page.

to align the print cartridges from the hp director for Macintosh users

1   From the **HP Director**, click **Settings**, and then choose **Maintain Printer**.

2   If the **Select Printer** dialog box opens, select your HP PSC, and then click **Utilities**.

3   From the list, select **Calibrate**.

4   Click **Align**.

The HP PSC prints an alignment page and aligns the print cartridges. Recycle or discard the page.

clean the print cartridges

Use this feature when the Self-Test Report shows streaking or white lines through any of the lines of color. Do not clean print cartridges unnecessarily. This wastes ink and shortens the life of the ink nozzles.

1   Press **Setup**.

2   Press **2**, then press **1**.

This selects Maintenance and then selects Clean Print Cartridges.

```
           Maintenance
1: Clean Print Cartridges
2: Align Print Cartridges
3: Restore Factory Defaults
4: Set Language & Country/Region
5: Set Power Save Mode Time
6: Set Scroll Speed
7: Set Prompt Delay Time
```

If copy or print quality still seem poor after you clean the print cartridges, replace the print cartridge that is affected. For information on replacing print cartridges, see **replace the print cartridges**.

clean the print cartridge contacts

Clean the print cartridge contacts only if you get repeated front panel messages prompting you to check a print cartridge after you already have cleaned or aligned the print cartridges.

Caution! Do not remove both print cartridges at the same time. Remove and clean each print cartridge one at a time.

Make sure you have the following materials available:

- Dry foam rubber swabs, lint-free cloth, or any soft material that will not come apart or leave fibers.
- Distilled, filtered, or bottled water (tap water might contain contaminants that can damage the print cartridges).

  Note: Do *not* use platen cleaners or alcohol to clean the print cartridge contacts. These can damage the print cartridge or the HP PSC.

1 Turn the HP PSC on and open the print-carriage access door.

   The print carriage will be on the far right side of the device. Wait for the ramp below the print carriage to lower before removing the print cartridges.

2 After the print carriage has moved to the right and the ramp has lowered, unplug the power cord from the back of the HP PSC.

3 Lift the latch to release the print cartridge, then pull it out of its slot.

4 Inspect the print cartridge contacts for ink and debris buildup.

5 Dip a clean foam rubber swab or lint-free cloth into distilled water, and squeeze any excess water from it.

6 Hold the print cartridge by its sides.

7 Clean the contacts. Do *not* clean the nozzles.

Contacts

Nozzles - do not clean
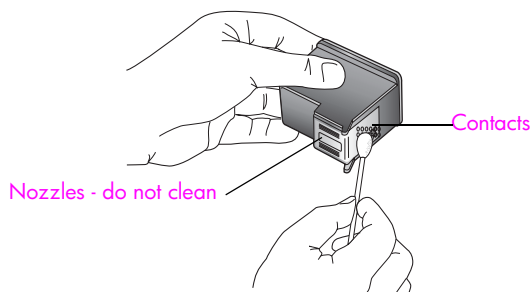
8 Place the print cartridge back into the holder and close the latch.

9 Repeat if necessary for the other print cartridge.

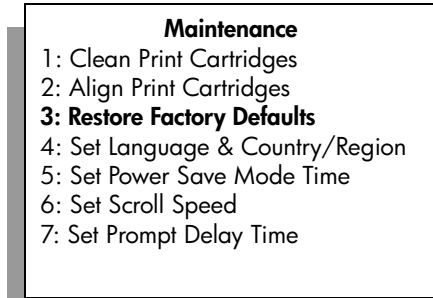10 Gently close the print-carriage access door and plug in the HP PSC.

restore factory defaults

You can restore the original factory settings to what they were when you purchased your HP PSC.

You can perform this process from the front panel only.

1 Press **Setup**.

2 Press **2**, then press **3**.

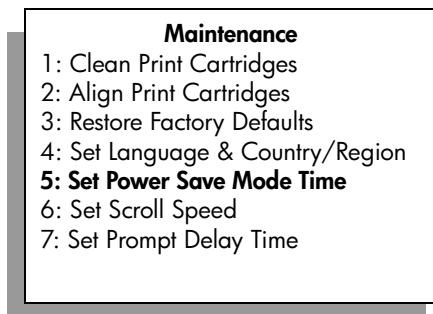This selects Maintenance and then selects Restore Factory Defaults.

```
              Maintenance
       1: Clean Print Cartridges
       2: Align Print Cartridges
       3: Restore Factory Defaults
       4: Set Language & Country/Region
       5: Set Power Save Mode Time
       6: Set Scroll Speed
       7: Set Prompt Delay Time
```

The factory default settings are restored.

set the power save time

The bulb in your HP PSC remains on for a specified period so that the device is immediately ready to respond to your request. When the HP PSC has not been used within that specified period, it turns the bulb off to preserve power. You can exit this mode by pressing any button on the front panel.

Your HP PSC is automatically set to enter power-save mode after 12 hours. You can choose 1, 4, 8, or 12 hours for the power save time.

1 Press **Setup**.

2 Press **2**, then press **5**.

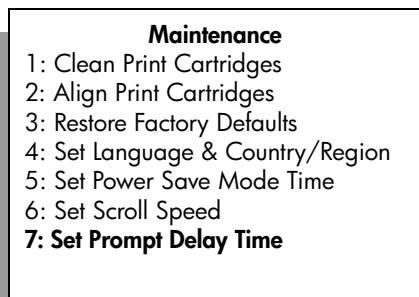This selects Maintenance and then selects Set Power Save Mode Time.

```
              Maintenance
       1: Clean Print Cartridges
       2: Align Print Cartridges
       3: Restore Factory Defaults
       4: Set Language & Country/Region
       5: Set Power Save Mode Time
       6: Set Scroll Speed
       7: Set Prompt Delay Time
```

3 Press ➤ until the appropriate time appears, then press **OK**.

maintain your hp psc

set the prompt delay time

The Prompt Delay Time option allows you to control the amount of time that passes before a message is displayed prompting you to take further action. For example, if you press Copy and the prompt delay time passes without pressing another button, "Press START Color or Black to begin copy." appears in the front panel display. You can choose Normal, Fast, or Slow. The default is Normal.

1   Press **Setup**.

2   Press **2**, then press **7**.
    This selects Maintenance and then selects Set Prompt Delay Time.

> **Maintenance**
> 1: Clean Print Cartridges
> 2: Align Print Cartridges
> 3: Restore Factory Defaults
> 4: Set Language & Country/Region
> 5: Set Power Save Mode Time
> 6: Set Scroll Speed
> **7: Set Prompt Delay Time**

3   Press ► until the delay time appears, then press **OK**.

9 get hp psc support

Hewlett-Packard provides Internet and phone support for your HP PSC.

This section contains the following topics:

- **get support and other information from the Internet** on page 73
- **hp customer support** on page 73
- **prepare your hp psc for shipment** on page 76
- **hp distribution center** on page 77

If you are unable to find the answer you need in the printed or onscreen documentation supplied with your product, you can contact one of the HP support services listed in the following pages. Some support services are available only in the U.S. and Canada, while others are available in many countries/regions worldwide. If a support service number is not listed for your country/region, contact your nearest authorized HP dealer for help.

get support and other information from the Internet

If you have Internet access, you can get help from the following HP website:

www.hp.com/support

This website offers technical support, drivers, supplies, and ordering information.

hp customer support

Software programs from other companies might be included with your HP PSC. If you experience problems with any of those programs, you will receive the best technical assistance by calling the experts at that company.

If you need to contact HP Customer Support, do the following before you call.

1 Make sure that:
   a. Your HP PSC is plugged in and turned on.
   b. The specified print cartridges are installed correctly.
   c. The recommended paper is properly loaded in the input tray.
2 Reset your HP PSC:
   a. Turn off the HP PSC by using the **On** button located on the front panel of the device.
   b. Unplug the power cord from the back of the HP PSC.
   c. Plug the power cord back into the device.
   d. Turn on the HP PSC by using the **On** button.
3 For more information, go to the HP website at:
   www.hp.com/support

4   If you are still experiencing problems and need to speak with an HP Customer Support Representative, do the following:

   a.   Have the specific name of your HP PSC, as it appears on the device, available.

   b.   Have your serial number and service ID ready. To display your serial number, press **OK** and **Start Black** at the same time, until the serial number appears in the front panel display. To display your service ID, on the front panel, press **OK** and **Start Color** at the same time, until **SERV ID:** and the number appear in the front panel display.

   c.   Print a Self-Test Report. For information on printing a Self-Test Report, see **print a self-test report** on page 63.

   d.   Make a color copy.

   e.   Be prepared to describe your problem in detail.

5   Call HP Customer Support. Be near your HP PSC when you call.

call in North America during warranty

Call 1-800-HP-INVENT. US phone support is available in both English and Spanish languages 24 hours a day, 7 days a week (days and hours of support may change without notice). This service is free during the warranty period. A fee may apply outside the warranty period.

call elsewhere in the world

The numbers listed below are current as of the publication date of this guide. For a list of current international HP Support Service numbers, go to this website and choose your own country/region or language:

www.hp.com/support

You can call the HP support center in the following countries/regions. If your country/region is not listed, contact your local dealer or nearest HP Sales and Support Office to find out how to obtain services.

Support service is free during the warranty period; however, your standard long-distance phone charges will apply. In some cases, a flat fee per single incident will also apply.

For phone support in Europe, please check for the details and conditions of phone support in your country/region by going to the following website:

www.hp.com/support

Alternatively, you can ask your dealer or call HP at the phone number provided in this guide.

As part of our constant efforts to improve our phone support service, we advise you to check our website on a regular basis for new information regarding service features and delivery.

country/region	hp technical support	country/region	hp technical support
Algeria[1]	+213(0)61 56 45 43	Luxembourg (French)	900 40 006
Argentina	(54)11-4778-8380 0-810-555-5520	Luxembourg (German)	900 40 007
Australia	+61 3 8877 8000 1902 910 910	Malaysia	1-800-805405
Austria	+43 (0) 820 87 4417	Mexico	01-800-472-6684
Bahrain (Dubai)	+973 800 728	Mexico (Mexico City)	5258-9922
Belgium (Dutch)	+32 (0) 70 300 005	Morocco[1]	+212 224 047 47
Belgium (French)	+32 (0) 70 300 004	Netherlands (0.10 Euro/min.)	0900 2020 165

country/region	hp technical support	country/region	hp technical support
Bolivia	800-100247	New Zealand	0800 441 147
Brazil (Grande São Paulo)	(11) 3747 7799	Norway	+47 815 62 070
Brazil (Demais Localidades)	0800 157751	Oman	+971 4 883 8454
Canada during warranty	(905) 206 4663	Palestine	+971 4 883 8454
Canada post-warranty (per-call charge)	1-877-621-4722	Panama	001-800-7112884
Caribbean & Central America	1-800-711-2884	Peru	0-800-10111
Chile	800-800-360-999	Philippines	632-867-3551
China	86-21-38814518 8008206616	Poland	+48 22 865 98 00
Colombia	9-800-114-726	Portugal	+351 808 201 492
Costa Rica	0-800-011-0524	Puerto Rico	1-877-232-0589
Czech Republic	+42 (0) 2 6130 7310	Qatar	+971 4 883 8454
Denmark	+45 70202845	Romania	+40 1 315 44 42
Ecuador (Andinatel)	999119+1-800-7112884	Russia, Moscow	+7 095 797 3520
Ecuador (Pacifitel)	1-800-225528+1-800-7112884	Russia, St. Petersburg	+7 812 346 7997
Europe (English)	+44 (0) 207 512 5202	Saudi Arabia	+966 800 897 14440
Egypt	+20 02 532 5222	Singapore	(65) 272-5300
Finland	+358 (0) 203 66 767	Slovakia	+ 421 2 6820 8080
France (0.34 Euro/min.)	+33 (0) 892 6960 22	South Africa (RSA)	086 000 1030
Germany (0.12 Euro/min.)	+49 (0) 180 5652 180	South Africa, Outside Republic	+27-11 258 9301
Greece	+30 10 6073 603	Spain	+34 902 010 059
Hong Kong	+85 (2) 3002 8555	Sweden	+46 (0)77 120 4765
Guatemala	1800-995-5105	Switzerland [2] (0.08 CHF/min. during peak hours, 0.04 CHF/min. during off-peak hours)	+41 (0) 848 672 672
Hungary	+36 (0) 1 382 1111	Taiwan	+886-2-2717-0055 0800 010 055
India	1-600-112267 91 11 682 6035	Thailand	+66 (2) 661 4000
Indonesia	62-21-350-3408	Tunisia [1]	+216 1 891 222
Ireland	+353 1890 923902	Turkey	+90 216 579 7171
Israel	+972 (0) 9 830 4848	Ukraine	+7 (380-44) 490-3520

country/region	hp technical support	country/region	hp technical support
Italy	+39 848 800 871	United Arab Emirates	800 4910
Japan	0570 000 511 +81 3 3335 9800	United Kingdom	+44 (0) 870 010 4320
Jordan	+971 4 883 8454	Venezuela	01-800-4746.8368
Korea	+82 1588 3003	Venezuela (Caracas)	(502) 207-8488
Kuwait	+971 4 883 8454	Vietnam	84-8-823-4530
Lebanon	+971 4 883 8454	Yemen	+971 4 883 8454

1 This Call Center supports French-speaking customers from the following countries: Morocco, Tunisia, and Algeria.

2 This Call Center supports German-, French- and Italian-speaking customers in Switzerland.

call in Australia post-warranty

If your product is not under warranty, you can call 03 8877 8000. A per-incident, out-of-warranty support fee of $27.50 (inc GST) will be charged to your credit card. You can also call 1902 910 910 ($27.50 charged to your phone account) from 9:00 A.M. to 5:00 P.M. Monday through Friday. Charges and support hours are subject to change without notice.

prepare your hp psc for shipment

If after contacting HP Customer Support or returning to the point of purchase, you are requested to send your HP PSC in for service, please follow the power off and repackage steps below to avoid further damage to the HP product.

1   Turn on the HP PSC.

    Disregard steps 1 through 6 if your HP PSC will not turn on and the print carriage is in the home position. You will not be able to remove the print cartridges. Proceed to step 7.

2   Open the print-carriage access door.

3   Remove the print cartridges from their holders, and lower the latches. See **replace the print cartridges** on page 65 for information on removing the print cartridges.

    Caution! Remove both print cartridges and lower both latches. Failure to do so might damage your HP PSC.

4   Place the print cartridges in an airtight bag so they will not dry out, and put them aside. Do not send them with the HP PSC, unless instructed to by the HP customer support call agent.

5   Close the print-carriage access door and wait a few minutes for the print carriage to move back to its home position.

6   Turn off the HP PSC.

hp psc support

7   Remove the front panel cover as follows:
   a.   Place your finger in the notch on the right corner near the front panel display.
   b.   Gently pry the corner up and lift the front panel cover from the HP PSC.
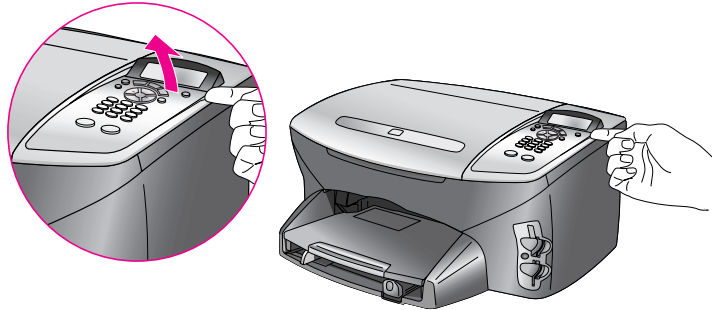
8   Retain the front panel cover. Do not return the front panel cover with the HP PSC.

9   If available, pack the HP PSC for shipment by using the original packing materials or the packaging materials that came with your exchange device.
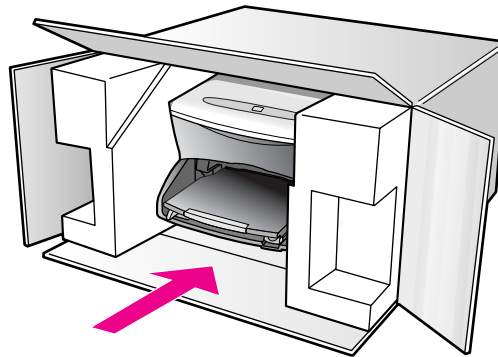
If you do not have the original packaging materials, please use other adequate packaging materials. Shipping damage caused by improper packaging and/or improper transportation is not covered under the warranty.

10   Place the return shipping label on the outside of the box.

11   Include the following items in the box:
   –   A brief description of symptoms for service personnel (samples of print quality problems are helpful).
   –   A copy of the sales slip or other proof of purchase to establish the warranty coverage period.
   –   Your name, address, and a phone number where you can be reached during the day.

hp distribution center

To order HP PSC software, a copy of the printed Reference Guide, a Setup Poster, or other customer-replaceable parts, do one of the following:

•   In the U.S. or Canada, call 1-800-HP-INVENT (1-800-474-6836).

•   Outside of this country/region, go to this website:
     www.hp.com/support

hp psc support

hp psc support

warranty information

Your HP PSC comes with a limited warranty that is described in this section. Information about how to obtain warranty service and how you can upgrade your standard factory warranty is also provided.

This section contains the following topics:

duration of limited warranty

Duration of Limited Warranty (hardware and labor): 1 Year

Duration of Limited Warranty (CD media): 90 Days

Duration of Limited Warranty (ink cartridges): Until the genuine HP ink is depleted, or the "end of warranty" date printed on the product is reached, whichever occurs first.

warranty service

express service

To obtain HP express repair service, the customer must contact an HP service office or an HP Customer Support Center for basic troubleshooting first. See **hp customer support** on page 73 for steps to take before calling Customer Support.

If a customer device needs a minor part replacement and these parts can normally be replaced by the customer, the customer-replaceable components may be serviced through expedited part shipment. In this event, HP will prepay shipping charges, duty and taxes; provide telephone assistance on replacement of the component; and pay shipping charges, duty, and taxes for any part that HP asks to be returned.

The HP Customer Support Center may direct customers to designated authorized service providers who are certified by HP to service the HP product.

warranty upgrades

Upgrade your standard factory warranty to a total of three years with the HP SUPPORTPACK. Service coverage begins on product purchase date and the pack must be purchased within the first 180 days of product purchase. This program offers phone support from 6:00 A.M. to 10:00 P.M. Mountain Standard Time (MST) Monday through Friday and 9:00 A.M. to 4:00 P.M. (MST) on Saturdays. If during your technical support call it is determined that you need a replacement product, then HP will ship you this product next business day free of charge. Available in U.S. only.

For more information, please call 1-888-999-4747 or go to the HP website:

www.hp.com/go/hpsupportpack

Outside the U.S., please call your local HP Customer Support office. See **call elsewhere in the world** on page 74 for a list of international Customer Support numbers.

returning your hp psc 2300 series for service

Before returning your HP PSC for service, you must call HP Customer Support. See **hp customer support** on page 73 for steps to take before calling Customer Support.

hewlett-packard limited global warranty statement

The following information specifies the HP limited global warranty.

This section contains the following information:

- **extent of limited warranty** on page 80
- **limitations of warranty** on page 81
- **limitations of liability** on page 81
- **local law** on page 81
- **limited warranty information for EU countries** on page 82

extent of limited warranty

Hewlett-Packard ("HP") warrants to the end-user customer ("Customer") that each HP PSC 2300 Series product ("Product"), including related software, accessories, media, and supplies, shall be free from defects in material and workmanship for the duration, which begins on the date of purchase by the Customer.

For each hardware Product, the duration of HP's limited warranty is one year for parts and one year for labor. For all other Products, the duration of HP's limited warranty for both parts and labor is ninety days.

For each software Product, HP's limited warranty applies only to a failure to execute programming instructions. HP does not warrant that the operation of any Product shall be uninterrupted or error free.

HP's limited warranty covers only those defects which arise as a result of normal use of a Product, and does not cover any other problems, including those which arise as a result of (a) improper maintenance or modification, (b) software, accessories, media, or supplies not provided or supported by HP, or (c) operation outside the Product's specifications.

For any hardware Product, the use of a non-HP ink cartridge or a refilled ink cartridge does not affect either the warranty to the Customer or any HP support contract with the Customer. However, if Product failure or damage is attributable to the use of a non-HP or refilled ink cartridge, HP shall charge its standard labor and materials charges to service the Product for the failure or damage.

If HP receives, during the applicable warranty period, notice of a defect in any Product, HP shall either repair or replace the defective Product, at HP's option. Where labor charges are not covered by HP's limited warranty, repairs shall be at HP's standard charges for labor.

If HP is unable to repair or replace, as applicable, a defective Product which is covered by HP's warranty, HP shall, within a reasonable time after being notified of the defect, refund the purchase price for the Product.

HP shall have no obligation to repair, replace, or refund until the Customer returns the defective Product to HP.

Any replacement product may be either new or like-new, provided that it has functionality at least equal to that of the Product being replaced.

HP products, including each Product, may contain remanufactured parts, components, or materials equivalent to new in performance.

HP's limited warranty for each Product is valid in any country/region or locality where HP has a support presence for the Product and where HP has marketed the Product. The level of warranty service may vary according to local standards. HP shall have no obligation to alter the form, fit, or function of the Product in order to make it operate in a country/region or locality for which the Product was never intended to operate.

limitations of warranty

TO THE EXTENT ALLOWED BY LOCAL LAW, NEITHER HP NOR ITS THIRD PARTY SUPPLIERS MAKE ANY OTHER WARRANTY OR CONDITION OF ANY KIND, WHETHER EXPRESS OR IMPLIED, WITH RESPECT TO THE COVERED HP PRODUCTS, AND SPECIFICALLY DISCLAIM THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY, AND FITNESS FOR A PARTICULAR PURPOSE.

limitations of liability

To the extent allowed by local law, the remedies provided in this Limited Warranty Statement are the Customer's sole and exclusive remedies.

TO THE EXTENT ALLOWED BY LOCAL LAW, EXCEPT FOR THE OBLIGATIONS SPECIFICALLY SET FORTH IN THIS LIMITED WARRANTY STATEMENT, IN NO EVENT SHALL HP OR ITS THIRD PARTY SUPPLIERS BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER BASED ON CONTRACT, TORT, OR ANY OTHER LEGAL THEORY AND WHETHER ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

local law

This Limited Warranty Statement gives the Customer specific legal rights. The Customer may also have other rights which vary from state to state in the United States, from province to province in Canada, and from country/region to country/region elsewhere in the world.

To the extent this Limited Warranty Statement is inconsistent with local law, this Statement shall be deemed modified to be consistent with such local law. Under such local law, certain disclaimers and limitations of this Statement may not apply to the Customer. For example, some states in the United States, as well as some governments outside the United States (including provinces in Canada), may:

Preclude the disclaimers and limitations in this Statement from limiting the statutory rights of a consumer (for example, the United Kingdom);

Otherwise restrict the ability of a manufacturer to enforce such disclaimers or limitations; or

Grant the Customer additional warranty rights, specify the duration of implied warranties which the manufacturer cannot disclaim, or not allow limitations on the duration of implied warranties.

FOR CONSUMER TRANSACTIONS IN AUSTRALIA AND NEW ZEALAND, THE TERMS IN THIS LIMITED WARRANTY STATEMENT, EXCEPT TO THE EXTENT LAWFULLY PERMITTED, DO NOT EXCLUDE, RESTRICT, OR MODIFY, AND ARE IN ADDITION TO, THE MANDATORY STATUTORY RIGHTS APPLICABLE TO THE SALE OF THE COVERED HP PRODUCTS TO SUCH CUSTOMERS.

limited warranty information for EU countries

Listed below are the names and addresses of the HP entities which grant HP's Limited Warranty (manufacturer's warranty) in EU countries.

You may also have statutory legal rights against the seller on the basis of the purchase agreement in addition to the manufacturer's warranty, which are not restricted by this manufacturer's warranty.

Belgique/Luxembourg Hewlett-Packard Belgium SA/NV Woluwedal 100 Boulevard de la Woluwe B-1200 Brussels	Ireland Hewlett-Packard Ireland Ltd. 30 Herbert Street IRL-Dublin 2
Danmark Hewlett-Packard A/S Kongevejen 25 DK-3460 Birkeroed	Nederland Hewlett-Packard Nederland BV Startbaan 16 1187 XR Amstelveen NL
France Hewlett-Packard France 1 Avenue du Canada Zone d'Activite de Courtaboeuf F-91947 Les Ulis Cedex	Portugal Hewlett-Packard Portugal - Sistemas de Informática e de Medida S.A. Edificio D. Sancho I Quinta da Fonte Porto Salvo 2780-730 Paco de Arcos P-Oeiras
Deutschland Hewlett-Packard GmbH Herrenberger Straße 110-140 D-71034 Böblingen	Österreich Hewlett-Packard Ges.m.b.H. Lieblgasse 1 A-1222 Wien
España Hewlett-Packard Española S.A. Carretera Nacional VI km 16.500 28230 Las Rozas E-Madrid	Suomi Hewlett-Packard Oy Piispankalliontie 17 FIN-02200 Espoo
Greece Hewlett-Packard Hellas 265, Mesogion Avenue 15451 N. Psychiko Athens	Sverige Hewlett-Packard Sverige AB Skalholtsgatan 9 S-164 97 Kista
Italia Hewlett-Packard Italiana S.p.A Via G. Di Vittorio 9 20063 Cernusco sul Naviglio I-Milano	United Kingdom Hewlett-Packard Ltd Cain Road Bracknell GB-Berks RG12 1HN

warranty information

hp psc 2300 series

11 technical information

The technical specifications and international regulatory information for your HP PSC are provided in this section.

This chapter contains the following topics:

system requirements

The following specifications are subject to change without notice.

Windows PC requirements		
item	minimum	recommended
Processor	See Read Me file for details	
Operating System Windows 98 Windows 98SE Windows ME	RAM 64 MB	RAM 256 MB
Windows 2000 Windows XP	RAM 128 MB	RAM 256 MB or more
Disk space needed for installation	See Read Me file for details	
Additional disk space needed for scanned images	50 MB	
Additional disk space needed for Memories Disc	700 MB	
Monitor	SVGA 800 by 600 16-bit color	
Additional hardware	CD-ROM drive	
I/O	Available USB port	
Internet access		Recommended

Windows PC requirements		
item	minimum	recommended
Sound card		Recommended
Other	Microsoft Internet Explorer 5.01 or higher	

Macintosh requirements		
item	minimum	recommended
Processor	See Read Me file for details	
RAM Macintosh OS 9 Macintosh OS X	 64 MB 128 MB	 128 MB 256 MB
Disk space needed for installation Macintosh OS 9 Macintosh OS X	 200 MB 100 MB	
Additional disk space needed for scanned images	50 MB	
Additional disk space needed for Memories Disc	See Read Me file for details	
Monitor	SVGA 800 by 600	
Additional hardware	CD-ROM drive	
I/O	Available USB port	
Internet access		Recommended
Sound card		Recommended
Other	Microsoft Internet Explorer 5.01 or higher	

paper specifications

This section contains the following topics:

- **paper-tray capacities** on page 84
- **paper sizes** on page 85

paper-tray capacities

type	paper weight	input tray[a]	output tray[b]
Plain paper	16 to 24 lb. (60 to 90 gsm)	150 (20 lb. paper)	50 black (20 lb. paper)
Legal paper	20 to 24 lb. (75 to 90 gsm)	150 (20 lb. paper)	50 black (20 lb. paper)
Cards	110 lb. index max (200 gsm)	60	10
Envelopes	20 to 24 lb. (75 to 90 gsm)	22	10

type	paper weight	input tray[a]	output tray[b]
Banners	16-24 lb. (60-90 gsm)	20	20 or fewer
Transparency film	N/A	25	25 or fewer
Labels	N/A	20 sheets	20 sheets
8.5 by 11 inch (216 by 279 mm) photo paper	145 lb. (236 gsm)	30	30
4 by 6 inch (10 by 15 cm) photo paper	145 lb. (236 gsm)	30	30

a Maximum capacity.
b Output tray capacity is affected by the type of paper and the amount of ink you are using. HP recommends emptying the output tray frequently.

paper sizes

type	size
Paper	Letter: 8.5 by 11 inches (216 by 279 mm) Legal: 8.5 by14 inch (216 by 356 mm) A4: 210 by 297 mm Photo: 4 by 6 inches (101 by 152 mm), 5 by 7 inches (127 by 178 mm), 8.5 by 11 inches (216 by 279 mm), L (Japan only) 3.5 by 5 inches (89 by 127 mm)
Banner	Letter: HP Banner Paper, A4 Z-fold Computer Paper: (Tractor Perforations Removed)
Envelopes	U.S. #10: 4.12 by 9.5 inches (105 by 241 mm) A2: 4.37 by 5.75 inches (111 by146 mm) DL: 4.33 by 8.66 inches (110 by 220 mm) C6: 4.49 by 6.38 inches (114 by 162 mm)
Transparency film	Letter: 8.5 by 11 inches (216 by 279 mm) A4: 210 by 297 mm
Cards	3 by 5 inches (76 by 127 mm) 4 by 6 inches (101 by 152 mm) 5 by 7 inches (127 by 178 mm) Hagaki postcard: 100 by 148 mm
Labels	Letter: 8.5 by 11 inches (216 by 279 mm) A4: 210 by 297 mm
Custom	3 by 5 inches up to 8.5 by 14 inches (76 by 127 mm up to 216 by 356 mm)

print specifications

- 600 by 600 dpi black
- 4800 by 1200 dpi color with HP PhotoREt III
- Method: Drop-on-demand thermal inkjet
- Language: HP PCL Level 3, PCL3 GUI or PCL 10
- Print speeds vary according to the complexity of the document.
- Duty cycle: 500 printed pages per month (average)
- Duty cycle: 5000 printed pages per month (maximum)

Mode		Resolution (dpi)	Speed (ppm)
Best	Black	1200 by 1200	2
	Color	1200 by 1200 (up to 4800 dpi optimized[a])	0.5
Normal	Black	600 by 600	7
	Color	600 by 600	4
Fast	Black	300 by 300	21
	Color	300 by 300	15

a Up to 4800 by 1200 optimized dpi color printing on premium photo papers, 1200 by 1200 input dpi.

print margin specifications

	top (leading edge)	bottom (trailing edge)[a]	left	right
paper				
U.S. letter	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.25 inches (6.4 mm)	0.25 inches (6.4 mm)
U.S. legal	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.25 inches (6.4 mm)	0.25 inches (6.4 mm)
ISO A4	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
envelopes				
U.S. No. 10	0.13 inches (3.4 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
A2 (5.5 baronial)	0.13 inches (3.4 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
DL	0.13 inches (3.4 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
C6	0.13 inches (3.4 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
cards				
U.S. 3 by 5 inches	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)

	top (leading edge)	bottom (trailing edge)[a]	left	right
U.S. 4 by 6 inches	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
U.S. 5 by 8 inches	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
ISO and JIS A6	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
Hagaki (100 by 148 mm)	0.07 inches (1.8 mm)	0.46 inches (11.7 mm)	0.13 inches (3.4 mm)	0.13 inches (3.4 mm)
Borderless photo (8.5 by 11 inches)	0	0	0	0
Borderless photo (4 by 6 inches)	0	0	0	0
Borderless A6 card (105 by 148 mm)	0	0	0	0
Borderless Hagaki (100 by 148 mm)	0	0	0	0

a This margin is not InkJet-compatible; however, the total writing area is compatible. The writing area is offset from center by 0.21 inches (5.4 mm), which causes asymmetric top and bottom margins.

copy specifications

- Digital image processing
- Up to 99 copies from original (varies by model)
- Digital zoom from 25 to 400 percent (varies by model)
- Fit to page, Poster, Many on page
- Up to 21 copies per minute black, 14 copies per minute color (varies by model)
- Copy speeds vary according to the complexity of the document

mode		speed (ppm)	print resolution (dpi)	scan resolution (dpi)[a]
Best	Black	up to 0.8	1200 by 1200[b]	1200 by 2400
	Color	up to 0.8	1200 by 1200[b]	1200 by 2400
Normal	Black	up to 7	600 by 1200	600 by 1200
	Color	up to 4	600 by 600	600 by 1200
Fast	Black	up to 21	300 by 1200	600 by 1200
	Color	up to 14	600 by 300	600 by 1200

a Maximum at 400% scaling.
b On photo paper or premium inkjet paper.

photo memory card specifications

- Maximum recommended number of files on a memory card: 1,000
- Maximum recommended individual file size: 12 megapixel maximum, 8 MB maximum
- Maximum recommended memory card size: 1 GB (solid state only)

  Note: Approaching any of the recommended maximums on a memory card might cause the performance of the HP PSC to be slower than expected.

supported memory card types
CompactFlash
SmartMedia
Memory Stick
Memory Stick Duo
Memory Stick Pro
Secure Digital
MultiMediaCard (MMC)
xD-Picture Card

scan specifications

- Image editor included
- OCR software automatically converts scanned text to editable text
- Scan speeds vary according to the complexity of the document

Item	Description
Resolution	1200 by 1200 dpi optical, up to 19,200 dpi enhanced
Color	48-bit color 8-bit grayscale (256 levels of gray)
Interface	TWAIN-compliant
Scanning Area	US Letter, A4

physical specifications

- Height: 8.7 inch (22 cm)
- Width: 18.2 inch (46 cm)
- Depth: 14.6 inch (37 cm)
- Weight: 18 pounds (8.2 kg)

power specifications

- Power consumption: 80 W maximum
- Input Voltage: AC 100 to 240 V ~ 1 A 50–60 Hz, grounded
- Output Voltage: DC 32 V===940 mA, 16 V===625 mA

environmental specifications

- Recommended Operating Temperature Range: 15° to 32° C (59° to 90° F)
- Allowable Operating Temperature Range: 5° to 40° C (41° to 104° F)
- Humidity: 15% to 85% RH non-condensing
- Non-operating (Storage) Temperature Range: -4° to 60° C (-40° to 140° F)
- In the presence of high electromagnetic fields it is possible the output from the HP PSC might be slightly distorted
- HP recommends using a USB cable less than or equal to 3 m (10 feet) in length to minimize injected noise due to potential high electromagnetic fields

additional specifications

- Memory: 8 MB ROM, 16 MB RAM

If you have Internet access, you can get acoustic information from the HP website at:

www.hp.com/support

environmental product stewardship program

This section contains the following topics:

protecting the environment

Hewlett-Packard is committed to providing quality products in an environmentally sound manner. This product has been designed with several attributes to minimize impacts on our environment.

For more information, go to HP's Commitment to the Environment website at:

www.hp.com/hpinfo/globalcitizenship/environment/index.html

ozone production

This product generates no appreciable ozone gas (O_3).

energy consumption

Energy usage drops significantly while in ENERGY STAR® mode, which saves natural resources, and saves money without affecting the high performance of this product. This product qualifies for ENERGY STAR, which is a voluntary program established to encourage the development of energy-efficient office products.

ENERGY STAR is a U.S. registered service mark of the U.S. EPA. As an ENERGY STAR partner, HP has determined that this product meets ENERGY STAR guidelines for energy efficiency.

For more information on ENERGY STAR guidelines, go to the following website:

www.energystar.gov

paper use

This product is suited for the use of recycled paper according to DIN 19309.

plastics

Plastic parts over 25 grams are marked according to international standards that enhance the ability to identify plastics for recycling purposes at the end of the product's life.

material safety data sheets

Material safety data sheets (MSDS) can be obtained from the HP website. Go to:

www.hp.com/go/msds

Customers without Internet access should contact their local HP Customer Support Center.

recycling program

HP offers an increasing number of product return and recycling programs in many countries/regions, as well as partnering with some of the largest electronic recycling centers throughout the world. HP also conserves resources by refurbishing and reselling some of its most popular products.

This HP product contains the following materials that might require special handling at end-of-life:

– Mercury in the fluorescent lamp in the scanner (< 2mg)
– Lead in solder

hp inkjet supplies recycling program

HP is committed to protecting the environment. The HP Inkjet Supplies Recycling Program is available in many countries/regions, and lets you recycle used print cartridges free of charge. For more information, go to the following website:

www.hp.com/hpinfo/globalcitizenship/environment/recycle/inkjet.html

regulatory notices

The following topics describe product requirements from various regulatory agencies.

This section contains the following topics:

regulatory model identification number

For regulatory identification purposes, your product is assigned a Regulatory Model Number. The Regulatory Model Number for your product is SDGOB-0301-01. This regulatory number should not be confused with the marketing name (HP PSC 2300 Series) or product numbers (Q3073A) (Q3075A).

FCC statement

The United States Federal Communications Commission (in 47 CFR 15.105) has specified that the following notice be brought to the attention of users of this product.

Declaration of Conformity: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to 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. Class B limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy, and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient the receiving antenna.
- Increase the separation between the equipment and the receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

The user may find the following booklet prepared by the Federal Communications Commission helpful: How to Identify and Resolve Radio-TV Interference Problems. This booklet is available from the U.S. Government Printing Office, Washington DC, 20402. Stock No. 004-000-00345-4.

Caution! Pursuant to Part 15.21 of the FCC Rules, any changes or modifications to this equipment not expressly approved by the Hewlett-Packard Company may cause harmful interference and void the FCC authorization to operate this equipment.

note à l'attention des utilisateurs Canadien/notice to users in Canada

Le présent appareil numérique n'émet pas de bruit radioélectrique dépassant les limites applicables aux appareils numériques de la classe B prescrites dans le Règlement sur le brouillage radioélectrique édicté par le ministère des Communications du Canada.

This digital apparatus does not exceed the Class B limits for radio noise emissions from the digital apparatus set out in the Radio Interference Regulations of the Canadian Department of Communications.

geräuschemission

LpA < 70 dB
am Arbeitsplatz
im Normalbetrieb
nach DIN 45635 T. 19

declaration of conformity (European Union)

The Declaration of Conformity in this document complies with ISO/IEC Guide 22 and EN 45014. It identifies the product, manufacturer's name and address, and applicable specifications recognized in the European community.

notice to users in Japan (VCCI-2)

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Ｂ情報技術装置です。この装置は、家庭環境で使用すること
を目的としていますが、この装置がラジオやテレビジョン受信機に近接して
使用されると受信障害を引き起こすことがあります。
　取り扱い説明書に従って正しい取り扱いをして下さい。

notice to users in Korea

사용자 인내문 (B규 기기)

이 기기는 비업무용으로 전자파장해검정을 받은
기기로서, 주거지역에서는 물론 무든 시역에서
시용할 수 있습니다.

declaration of conformity

According to ISO/IEC Guide 22 and EN 45014

Manufacturer's Name and Address:	
Hewlett-Packard Company, 16399 West Bernardo Drive, San Diego, CA 92127-1899, USA	
Regulatory Model Number:	SDGOB-0301-01
Declares that the product:	
Product Name:	HP PSC 2300 Series (Q3073A), (Q3075A)
Model Number(s):	2305 (Q3076A), 2310 (Q3077A), 2310xi (Q3078A), 2310v (Q3079A), 2320 (Q3080A), 2306 (Q3081A), Q3082A), 2350 (Q3074A- Japan only)
Power Adapter:	0950-4466
Conforms to the following product specifications:	
Safety:	IEC 60950:1991+A1+A2+A3+A4 /
	EN 60950:1992+A1+A2+A3+A4+A11
	UL1950/CSA22.2 No.950, 3rd Edition:1995
	NOM 019-SFCI-1993
	GB4943: 2001
EMC:	CISPR 22:1997 / EN 55022:1998 Class B
	CISPR 24:1997 / EN 55024:1998
	IEC 61000-3-2:1995 / EN 61000-3-2:1995
	IEC 61000-3-3:1994 / EN 61000-3-3:1995
	CNS13438, VCCI-2
	FCC Part15-Class B/ICES-003, Issue 2
	GB9254:1998
Supplementary Information	

The product herewith complies with the requirements of the Low Voltage Directive 73/23/EC, the EMC Directive 89/336/EC and carries the CE-marking accordingly.
1) The product was tested in a typical configuration.

European Contact for regulatory topics only: Hewlett Packard GmbH, HQ-TRE, Herrenberger Strasse 140, D-71034 Böblingen Germany. (FAX +49-7031-14-3143

technical information

12 hp instant share setup and use

HP Instant Share makes it easy to send photos that family and friends can view. Just take a photo or scan an image, select the photograph or image, and use the software on your computer to forward the media to an e-mail destination. You can even upload your photos (depending on your country/region) to an online photo album, or an online photo finishing service.

With HP Instant Share, family and friends always get photos they can view—no more large downloads or images that are too big to open. An e-mail with thumbnail images of your photos is sent with a link to a secure Web page where your family and friends can easily view, share, print, and save your pictures.

Note: Some operating systems do not support HP Instant Share, but you can still use your HP Photo & Imaging Director (HP Director) software to send a photo to family and friends as an e-mail attachment. (For more information, see **send a photo or image using your hp psc (Macintosh)** on page 98.)

This section contains the following topics:

use hp instant share in five easy steps (Windows)

It is easy to use HP Instant Share with your HP PSC 2300 Series (HP PSC)—simply:

1 Insert a photo memory card in your HP PSC and transfer the contents to your Windows-based computer.
   OR
   Scan an image using your HP PSC and send it to the HP Photo & Imaging Gallery (HP Gallery) software.

   Note: The HP Gallery is a part of the HP Director software that comes with your HP PSC. The HP Director is installed on your computer when you install the HP PSC software.

2 From the **HP Gallery**, select the photograph or image you want to send.

3 From the **HP Instant Share** tab, click **Start HP Instant Share**.

4 Create an e-mail destination within HP Instant Share.

   Note: You can also set up an Address Book to retain your e-mail addresses.

5 Send your e-mail message.

For specific information on how to use HP Instant Share, see the following procedures:

• **use the photo upload feature** on page 96
• **use a scanned image** on page 96
• **access hp instant share from the hp director** on page 97

Note: Your computer must be connected to the Internet to use HP Instant Share. If you are an AOL or CompuServe user, please connect to your Internet service provider before attempting to use HP Instant Share.

use the photo upload feature

Use photo upload to transfer photos to your computer. Then select a photo to send to a destination using HP Instant Share. For more information on photo memory cards and photo upload, see **use a photo memory card** on page 21.

1   Insert the photo memory card into the appropriate slot on your HP PSC.

If the photo memory card contains new files that have never been transferred to your computer, a prompt on the display directs you to a dialog box on your computer. From this dialog box you can continue the transfer of files from the card to the computer, or cancel the transfer.

2   Choose the option to continue with the transfer.

This saves all the new photos from the photo memory card to your computer using the HP PSC software.

Note: By default, files are saved in month and year folders depending on when the photos were taken. The folders are created under the **C:\Documents and Settings\username\My Documents\My Pictures** folder in Windows XP and Windows 2000.

The HP Gallery automatically opens and displays the photos.

3   Select a photo.

Note: For more information on using the HP Gallery, see the onscreen **hp photo & imaging help** that came with your software.

4   Click the **HP Instant Share** tab.

5   To send your photo to a destination using HP Instant Share, go to step 5 in **access hp instant share from the hp director** on page 97.

use a scanned image

Scan an image, edit the image in the HP Gallery, and send it to a destination using HP Instant Share. For more information on scanning an image, see **use the scan features** on page 53.

1   Load your original face down in the left front corner of the glass.

2   Press **Scan**.

A Scan menu appears, listing destinations that are set up to scan to. The default destination is whichever one you selected the last time you used this menu.

3   Select **HP Photo & Imaging Gallery** and press **OK**.

4   Press **Start Black** or **Start Color**.

A preview image of the scan appears in the HP Scan window on the computer, where you can edit it.

For more information about editing a preview image, see the onscreen **hp photo & imaging help** that came with your software.

5   Make any needed edits to the preview image in the **HP Scan** window. When you have finished, click **Accept**.

The HP PSC sends the scan to the HP Gallery, which automatically opens and displays the image.

6   After you have edited the scanned image, select it.

Note: The HP Gallery has many editing tools that you can use to edit your image and achieve the results you want. For more information, see the onscreen **hp photo & imaging help** that came with your software.

7   Click the **HP Instant Share** tab.

8   To use HP Instant Share, go to step 5 in **access hp instant share from the hp director** below.

access hp instant share from the hp director

This section addresses how to use the HP Instant Share e-mail service. The terms photo and image are both referred to as image in this section. For more information on using the HP Director, see the onscreen **hp photo & imaging help** that came with your software.

1   Open the **HP Director**.

2   From the **HP Director**, click **HP Gallery**.

The HP Photo & Imaging Gallery appears.

3   Select an image from the folder in which it is stored.

Note: For more information on using the HP Gallery, see the onscreen **hp photo & imaging help** that came with your software.

4   Click the **HP Instant Share** tab.

5   In the **Control** area, click **Start HP Instant Share**.

The Go Online screen appears in the Work area.

6   Click **Next**.

The One-Time Setup—Region and Terms of Use screen appears.

7   Select your country/region from the list.

8   Read the **Terms of Service**, select the **I agree** check box, and click **Next**.

The Select an HP Instant Share Service screen appears.

9   Select **HP Instant Share E-mail** to send images through e-mail.

10 Click **Next**.

11 At the Create HP Instant Share E-Mail screen, complete the **To**, **From**, **Subject**, and **Message** fields.

Note: To open and maintain an e-mail address book, click Address Book, register with HP Instant Share, and obtain a HP Passport.

Note: To send your e-mail message to multiple addresses, click How to e-mail multiple people.

12 Click **Next**.

The Add Captions screen appears.

13 Enter a caption for your digital image, and then click **Next**.

Your image is uploaded to the HP Instant Share services website.

After the image is uploaded, the Photos E-mailed screen appears.

Your e-mail message is sent with a link to a secure Web page that stores your image for 60 days.

14 Click **Finish**.

The HP Instant Share website opens in your browser.

From the website, you can select an image, and choose from a number of processing options.

send a photo or image using your hp psc (Macintosh)

If your HP PSC is connected to a Macintosh, you can send a photo or image to anyone with an e-mail account. You can initiate your e-mail message from an e-mail application installed on your computer by pressing E-mail in the HP Gallery. You open the HP Gallery from the HP Director.

This section contains the following topics:

- **use the photo upload feature** on page 96
- **use a scanned image** on page 99
- **access the e-mail option from the hp director** on page 99

use the photo upload feature

Use photo upload to transfer photos to your computer. Then select a photo to send to a destination using your e-mail program. For more information on photo memory cards, see **use a photo memory card** on page 21.

1 Insert the photo memory card into the appropriate slot on your HP PSC.

If the photo memory card contains new files that have never been transferred to your computer, a prompt on the display directs you to a dialog box on your computer. From this dialog box you can continue the transfer of files from the card to the computer, or cancel the transfer.

2 Choose the option to continue with the transfer.

This saves all the new photos from the photo memory card to your computer using the HP PSC software.

Note: By default, files are saved to the computer in the default location **Hard Drive:Documents:HP All-in-One Data:Photos** folder (OS 9) or **Hard Drive:Users:User Name:Pictures:HP Photos** folder (OS X).

Note: On a Macintosh you can use iPhoto as a transfer destination instead of HP Gallery. See the **use iphoto** section in the **hp photo and imaging help** that came with your software.

3 To access the photos for use with your e-mail program, see **access the e-mail option from the hp director** on page 99.

use a scanned image

Scan an image, edit the image in the HP Gallery, and send it to a destination using your e-mail program. For information on scanning an image, see **use the scan features** on page 53.

1 Load your original face down in the left front corner of the glass.

2 Press **Scan**.

A Scan menu appears, listing destinations that are set up to scan to. The default destination is whichever one you selected the last time you used this menu.

3 Select **HP Photo and Imaging Gallery** and press **OK**.

4 Press **Start Black** or **Start Color**.

A preview image of the scan appears in the HP Scan window on the computer, where you can edit it.

For more information about editing a preview image, see the onscreen **hp photo and imaging help** that came with your software.

5 Make any needed edits to the preview image in the **HP Scan** window. When you have finished, click **Accept**.

The HP PSC sends the scan to the HP Gallery, which automatically opens and displays the image.

6 After you have edited the scanned image, select it.

Note: The HP Gallery has many editing tools that you can use to edit your image and achieve the results you want. For more information, see the onscreen **hp photo and imaging help** that came with your software.

7 Click **E-mail**.

The e-mail program on your Macintosh opens.

You can now send the images as an e-mail attachment by following the prompts on your Macintosh.

access the e-mail option from the hp director

This section addresses how to use your e-mail service with the HP Gallery. The terms photo and image are both referred to as image in this section. For more information on using the HP Director, see the onscreen **hp photo and imaging help** that came with your software.

1 Open the **HP Director** and click **HP Gallery** (OS 9).
OR
Click **HP Director** in the Dock, and select **HP Gallery** from the **Manage and Share** section of the **HP Director** menu (OS X).
The HP Photo and Imaging Gallery opens.

2 Select an image.

For more information on using the HP Gallery, see the onscreen **hp photo and imaging help** that came with your software.

3 Click **E-mail**.

The e-mail program on your Macintosh opens.

You can now send the images as an e-mail attachment by following the prompts on your Macintosh.

why should I register with hp instant share (Windows)?

With the HP PSC 2300 Series, HP Instant Share user registration is required only if you choose to use the Address Book. User registration is a separate log-on process from the HP product registration and is accomplished using the HP Passport setup program.

If you choose to save e-mail addresses and create distribution lists in an HP Instant Share Address Book, you will be prompted to register. Registration is required prior to configuring the Address Book and accessing the Address Book when addressing an HP Instant Share e-mail.

13 troubleshooting information

This section contains troubleshooting information for the HP PSC 2300 Series (HP PSC). Specific information is provided for installation and configuration issues. References to the troubleshooting section in the hp photo & imaging help are provided for operational topics.

This section contains the following topics:

- **installation troubleshooting** on page 101
- **operational troubleshooting** on page 109

installation troubleshooting

Installation and configuration troubleshooting tips are included in this section for some of the most common issues associated with HP PSC software and hardware installation, and HP Instant Share.

This section contains the following topics:

- **software and hardware installation troubleshooting** on page 101
- **hp instant share setup troubleshooting** on page 109

software and hardware installation troubleshooting

If you encounter a software or hardware problem during installation, see the topics below for a possible solution.

During a normal installation of the HP PSC software, the following things occur:

- The HP PSC CD-ROM runs automatically
- The software installs
- Files are copied to your hard drive
- You are requested to plug in the HP PSC
- A green OK and check mark appear on an installation wizard screen
- You are requested to restart your computer
- The registration process runs

If any of these things did not occur, there might be a problem with the installation. To check the installation on a PC, verify the following:

- Start the HP Director and check to make sure the following icons appear: scan picture, scan document, and hp gallery. For information about starting HP Director, see **use the hp director software to do more with your hp psc** on page 6. If the icons do not appear immediately, you might need

to wait a few minutes for the HP PSC to connect to your computer. Otherwise, see **Some of the icons are missing in the** hp director on page 104.

- Open the Printers dialog box and check to see that the HP PSC is listed.
- Look at the Task Tray for an HP PSC icon. This indicates that the HP PSC is ready.
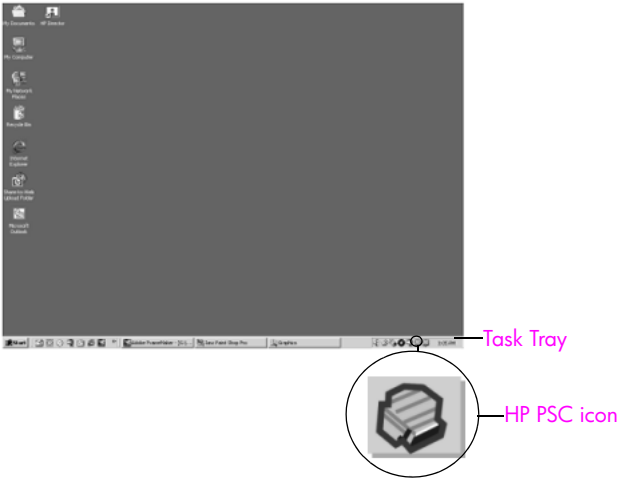
Task Tray

HP PSC icon

software installation troubleshooting

Use this section to solve any problems you might encounter while installing the HP PSC software.

problem	possible cause and solution
When I insert the CD-ROM into my computer's CD-ROM drive, nothing happens	**follow these steps:** 1 From the Windows **Start** menu, choose **Run**. 2 In the **Run** dialog box, enter **d:\setup.exe** (if your CD-ROM drive is not assigned to drive letter d, use the appropriate drive letter), and then click **OK**.
The minimum system checks screen appears	Your system does not meet the minimum requirements to install the software. Click **Details** to see what the specific problem is. Then correct the problem before attempting to install the software.

problem	possible cause and solution
A red X appears on the USB connect prompt	
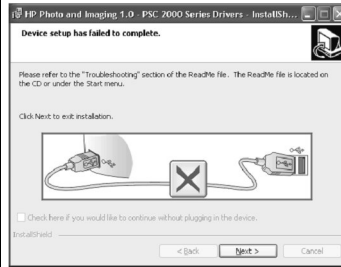
Normally, a green check appears indicating that the plug and play is successful. A red X indicates that the plug and play failed.

follow these steps
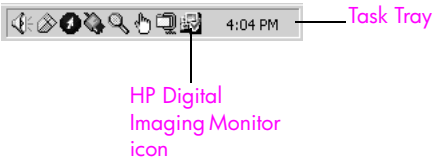
1 Verify that the front panel cover is firmly attached, then unplug the HP PSC and plug it in again.

2 Verify that the USB and power cables are plugged in.
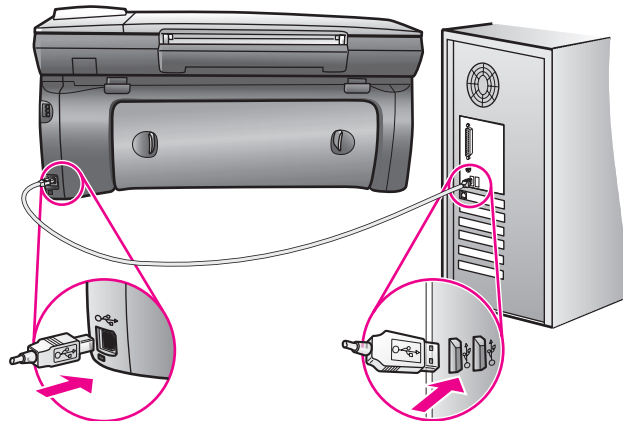
3 Verify that the USB cable is set up properly as follows:
   – Unplug the USB cable and plug it in again.
   – Do not attach the USB cable to a keyboard or non-powered hub.
   – Verify that the USB cable is 3 meters or less in length.
   – If you have several USB devices attached to your computer, you might want to unplug the other devices during the installation.

4 Continue with the installation and reboot the computer when prompted. Then open **HP Director** and check for the essential icons (**scan picture**, **scan document**, and **hp gallery**)

5 If the essential icons do not appear, remove the software and then reinstall it as described in **Some of the icons are missing in the hp director** on page 104.
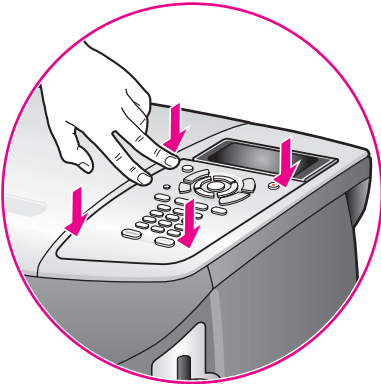
problem	possible cause and solution
I received a message that an unknown error has occurred	Try to continue with the installation. If that doesn't work, stop and then restart the installation, and follow the directions on the screen. If an error occurs, you might need to uninstall and then reinstall the software. For information on this procedure see **Some of the icons are missing in the** hp director on page 104.
Some of the icons are missing in the hp director	If the essential icons (scan picture, scan document, and HP Gallery) do not appear, your installation might not be complete. If your installation is incomplete, you might need to uninstall and then reinstall the software. Do *not* simply delete the HP PSC program files from your hard drive. Be sure to remove them properly using the uninstall utility provided in the HP PSC program group. A reinstall can take from 20 to 40 minutes. There are three methods to uninstall the software on a Windows computer as described below. **to uninstall from a Windows computer, method 1** 1 Disconnect your HP PSC from your computer. 2 On the Windows task bar, click **Start**, **Programs All Programs** (XP), **Hewlett-Packard**, **HP PSC 2300 Series**, **uninstall software**. 3 Follow the directions on the screen. 4 If you are asked whether you would like to remove shared files, click **No**. Other programs that use these files might not work properly if the files are deleted. 5 Launch setup and follow the onscreen directions. 6 To reinstall the software, insert the HP PSC 2300 Series CD-ROM into your computer's CD-ROM drive, and follow the instructions that appear on the screen 7 After the software is installed, connect the HP PSC to your computer. Turn on the HP PSC using the On button. To continue with the installation, follow the onscreen instructions and the instructions provided in the Setup Poster that came with your HP PSC. After connecting and turning on your HP PSC, you might have to wait several minutes for all of the Plug and Play events to complete. When the software installation is complete, you will see a Status Monitor icon in the System Tray. 8 To verify that the software is properly installed, double-click the **HP Director** icon on the desktop. If the HP Director shows the key icons (scan picture, scan document, send fax, and HP Gallery), the software has been properly installed.
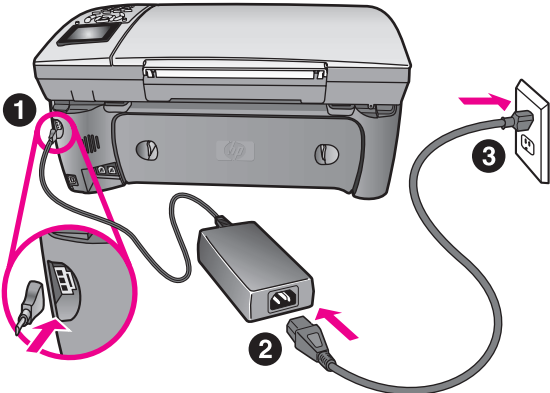
problem	possible cause and solution
Some of the icons are missing in the hp director *(continued)*	**to uninstall from a Windows computer, method 2** Use this method if uninstall software is not available in the Start menu. 1 Disconnect your HP PSC from your computer. 2 On the Windows task bar, click **Start**, **Settings**, **Control Panel**. 3 Double-click **Add/Remove Programs**. 4 Select **HP PSC & Officejet & OfficeJet 3.0**, and then click **Change/Remove**. 5 Follow the onscreen directions. 6 Reboot your computer. 7 Launch setup and follow the directions for reinstall. **to uninstall from a Windows computer, method 3** This is an alternative method if uninstall software is not available in the Start menu. 1 Disconnect your HP PSC from your computer. 2 Run the HP PSC 2300 Series software Setup program. 3 Select **Uninstall** and follow the onscreen directions. 4 Reboot your computer. 5 Run the HP PSC 2300 Series software Setup program again. 6 Launch **Reinstall** and follow the onscreen instructions. **to uninstall from a Macintosh computer** 1 Disconnect the HP PSC from your Macintosh. 2 Double-click the **Applications:Hewlett-Packard** folder. 3 Double-click **HP Uninstaller**. 4 Follow the onscreen instructions. 5 Restart your computer. 6 To reinstall the software, insert the HP PSC 2300 Series CD-ROM into your computer's CD-ROM drive. **Note:** When reinstalling the software, follow the instructions in the Setup Poster. Do not connect the HP PSC to your computer until after you have completed the software installation. 7 On the desktop, open the CD-ROM, double-click **hp all-in-one installer**, and follow the instructions that appear.
The registration screen does not appear	▸ Launch the **Product Registration** program in the HP folder on the Windows Start menu. Click **Start**, **Start Programs** or **All Programs** (XP), **Hewlett-Packard**, **HP PSC 2300 Series**, product registration.
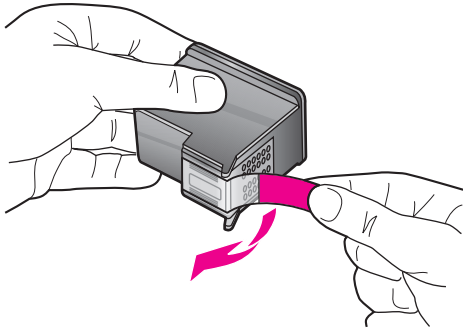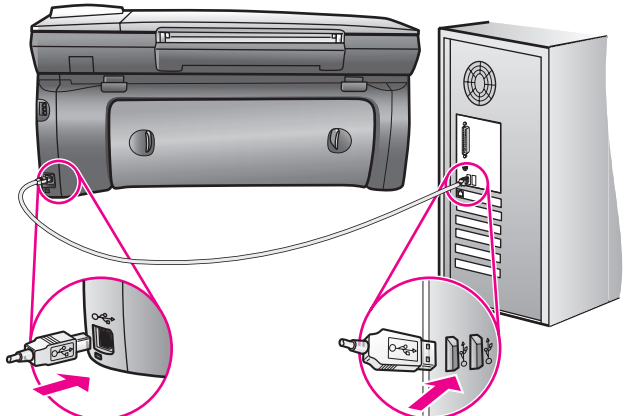
problem	possible cause and solution
The Digital Imaging Monitor does not appear in the Task Tray	If the Digital Imaging Monitor does not appear in the Task Tray, start the HP Director to check whether or not essential icons are there. For more information, see **Some of the icons are missing in the** hp director on page 104. The Task Tray normally appears in the lower-right corner of the desktop. Task Tray HP Digital Imaging Monitor icon

hardware installation troubleshooting

Use this section to solve any problems you might encounter while installing the HP PSC hardware.

problem	possible cause and solution
I received a message on the front panel display to attach the front panel cover	This might mean the front panel cover is not attached, or it is attached incorrectly. Make sure to align the cover over the buttons on the top of the HP PSC and snap it firmly into place.

problem	possible cause and solution
The front panel displays the wrong language	Usually, you set the language and country/region when you first set up the HP PSC. However, you can change these settings at any time by using the following procedure: 1　Press **Setup**. 2　Press **2**, and then press **4**. 　This selects Maintenance, and then selects Set Language & Country/Region. 　You are prompted with a list of languages. You can scroll through the up and down arrows. 3　Press **OK** on the appropriate language. 4　When prompted, press **1** for Yes or **2** for No. 　You are prompted with all the countries/regions for the selected language. You can scroll through the up and down arrows. 5　Using the keypad, enter the two-digit number for the appropriate country/region. 6　When prompted, press **1** for Yes or **2** for No. 7　You can confirm the language and country/region by printing a Self-Test Report, as follows: 　a.　Press **Setup**. 　b.　Press **1**, and then press **2**. 　　This selects Print Report, and then selects Self-Test Report.
I received a message on the front panel display to align the print cartridges	The HP PSC prompts you to align cartridges every time you install a new print cartridge. For more information, see **align the print cartridges** on page 68. **Note:**　If you perform an alignment with a particular cartridge, and then remove and reinstall that cartridge, you will not be prompted again to realign it.
My HP PSC does not turn on	Make sure each of the power cords is firmly connected, and wait a few seconds for the HP PSC to turn on. Also, if the HP PSC is plugged in to a power strip, make sure the power strip is turned on.

problem	possible cause and solution
The HP PSC does not print	First check to see whether the print cartridge is out of ink. To do this, see **print a self-test report** on page 63. However, before you do this, check the print cartridge to make sure you have properly removed its packaging. Being careful not to touch the copper contacts or ink nozzles, make sure you have gently pulled the pink tab to remove the plastic tape. If you determine that you need to replace a print cartridge see **replace the print cartridges** on page 65.
I received a message on the front panel display about a paper jam or a blocked carriage	If either a paper jam or blocked carriage error message appears in the front panel display, there might be some packing material inside the HP PSC. Lift open the print-carriage access door to expose the print cartridges and remove any packing material or other items that do not belong there.
My USB cable is not connected	Connecting your computer to your HP PSC with a USB cable is straightforward. Simply plug one end of the USB cable into the back of your computer and the other into the back of the HP PSC. You can connect to any USB port on the back of your computer. **Note:** AppleTalk is not supported.

additional installation troubleshooting help

You might want to refer to the Read Me file for more information on possible installation problems. On Windows, you can access the Read Me file from the **Start** button on the task bar; select **Programs**, **Hewlett-Packard**, **hp psc 2300 series**, View the Readme File. In Macintosh OS 9 or OS X, you can access the Readme file by double-clicking the icon located in the top-level folder of the HP PSC software CD-ROM.

The Readme file provides more information, including:

- Using the reinstall utility after a failed installation to return your computer to a state that will allow the HP PSC to be reinstalled.

- Using the reinstall utility in Windows 98 to recover from a Composite USB System Driver missing.

  This error might occur if the hardware is installed prior to installing the software. After running the reinstall utility, reboot your PC, and install the HP PSC software before connecting the HP PSC to your computer.

You can also find more information on the HP website at:

www.hp.com/support

hp instant share setup troubleshooting

HP Instant Share setup errors (such as might occur when setting up the Address Book) are covered in the HP Instant Share screen-specific help. Specific operational troubleshooting information is provided in **operational troubleshooting** below.

operational troubleshooting

The **hp psc 2300 series** troubleshooting section in the **hp photo & imaging help** contains troubleshooting tips for some of the most common issues associated with your HP PSC. To access the troubleshooting information from a Windows computer, go to the HP Photo & Imaging Director, click Help, and then choose Troubleshooting and Support. Troubleshooting is also available through the Help button that appears on some error messages.

To access troubleshooting information from a Macintosh (OS X), click the HP Director (All-in-One) icon in the Dock, select HP Help from the HP Director menu, select HP Photo and Imaging Help, and then click hp psc 2300 series troubleshooting in the Help Viewer.

If you have Internet access, you can get help from the HP website at:

www.hp.com/support

The website also provides answers to frequently asked questions.

hp instant share troubleshooting

Basic HP Instant Share troubleshooting topics are covered in the table below. When you access the HP Instant Share website, online help is provided for any error messages encountered.

error message	possible cause and solution
Can't connect to the Internet	Your computer is unable to connect to the HP Instant Share server after the Go Online screen appears. • Check your Internet connection and make sure you are online. • If you are behind a firewall, verify that your browser proxy settings are correct.
HP Instant Share Service temporarily unavailable	The HP Instant Share server is currently down for maintenance. • Try connecting again later.

index

Visit the hp psc information center

It has everything you need to get the most value from your HP PSC.
- Technical Support
- Supplies and Ordering Information
- Project Tips
- Ways to Enhance Your Product

www.hp.com/support

© 2003 Hewlett-Packard Company

Printed on recycled paper.

Printed in the U.S.A., Mexico, Germany, Singapore, or Malaysia.

Q3073-90183