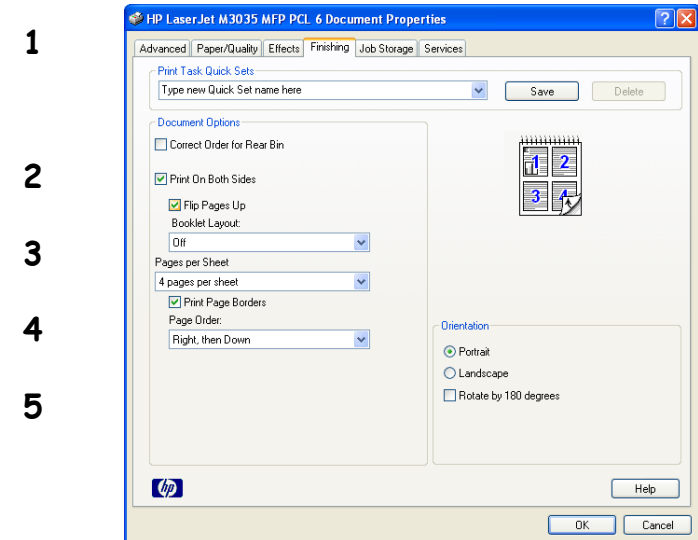


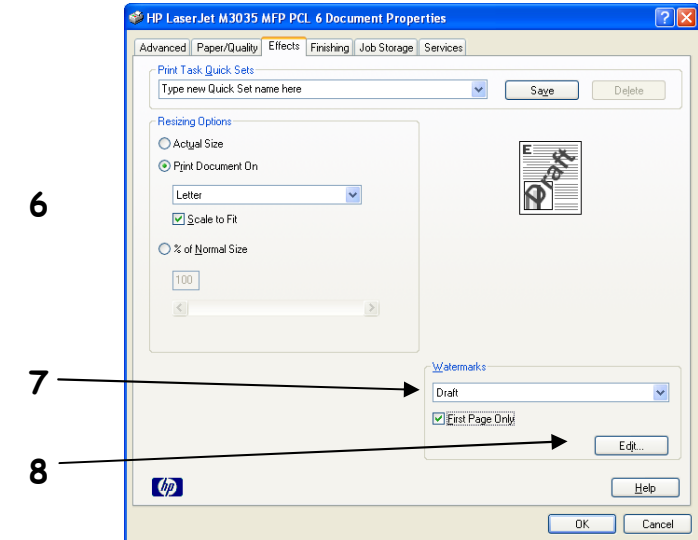
# hp LaserJet M3035XS mfp PCL 6 – Printing

<i>How do I:</i>	<i>Steps to perform</i>
1. Access the printer driver.	Click on <b>File, Print</b> in your application, and choose <b>Properties</b> .
2. Print on both sides.	Click on the <b>Finishing</b> tab, then click <b>Print on Both Sides</b> . If you will bind the document along the top, click <b>Flip Pages Up</b> .
3. Print booklets.	Select a booklet style from the <b>Booklet Layout</b> dropdown menu. <b>Print On Both Sides</b> must be selected for this option.
4. Print multiple pages per sheet.	Select a number (between 1 and 16) in the <b>Pages Per Sheet</b> spin control. Click <b>Print Page Borders</b> to add a box around each printed page. You can also change the <b>page order</b> .
5. Set the print orientation.	Click on the <b>Finishing</b> tab, then select <b>Portrait</b> or <b>Landscape</b> . Click <b>Rotate by 180 degrees</b> to print envelopes if the return address smears when printing.

<i>How do I:</i>	<i>Steps to perform</i>
6. Scale a page to fit on a selected paper size.	Click on the <b>Effects</b> tab, click on the <b>Print Document On</b> , select a paper size, then click <b>Scale to Fit</b> .
7. Print a watermark.	Click on the <b>Watermarks</b> dropdown menu, then select an existing watermark.
8. Add or edit watermarks (the printer driver must be stored on your PC for this to work).	Click <b>Edit</b> . Click <b>New</b> to add a new watermark, then type in a new name. Highlight an existing watermark and make adjustments to its angle and font attributes. Click <b>OK</b> to save the settings.



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# hp LaserJet M3035XS mfp PCL 6 – Printing

<i>How do I:</i>	<i>Steps to perform</i>
9. Save a Quick Set (the printer driver must be stored on your PC for this to work).	Adjust settings on any or all tabs. To add a Quick Set, type a name in the <b>Print Task Quick Sets</b> field and click <b>Save</b> . To delete a Quick Set, display it in the <b>Print Task Quick Sets</b> field and click <b>Delete</b> .
10. Print different first and last pages.	Click <b>Use Different Paper/Covers</b> , then select a <b>size</b> , <b>type</b> , or <b>source</b> for the first, last, and other pages.
11. Select a paper source.	Click the <b>Source</b> is dropdown menu, then select a paper tray. Use <b>Manual Feed</b> for printing special media such as transparencies, labels, or envelopes.
12. Select a paper type (the media type should be in a paper tray and set using the printer control panel).	Click the <b>Type</b> is dropdown menu, then select a paper type.

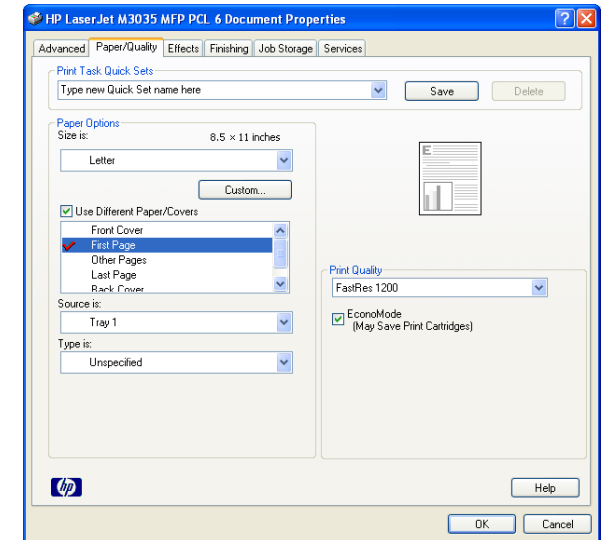
<i>How do I:</i>	<i>Steps to perform</i>
13. Set Advanced options.	Click on the <b>Advanced</b> tab, click on an option. Choose a setting in the dropdown menu that appears by the option. You can select options for <b>Paper/Output</b> , <b>Graphic</b> , <b>Documents Options</b> , and <b>Layout Options</b> .
14. Get help for any printing option.	While in any tab, click the <b>question mark</b> in the upper-right side of the top border, then click on a print control. A pop-up message displays help for that control. Click again to remove the pop-up message. Click <b>Help</b> for on-line help.

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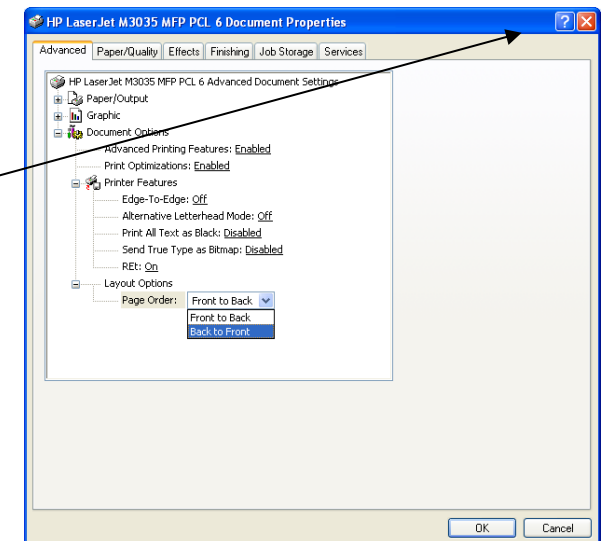
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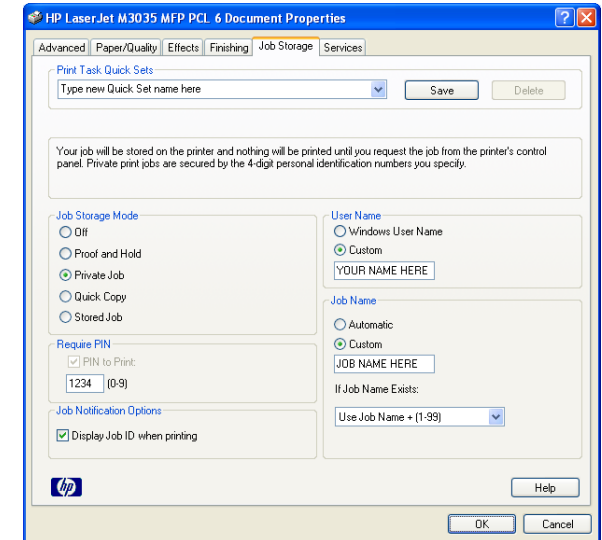
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# hp LaserJet M3035XS mfp PCL 6 – Printing

<i>How do I:</i>	<i>Steps to perform</i>
15. Print a proof and hold job (One copy prints for you to proof).	Click on <b>Job Storage</b> tab, then select <b>Proof and Hold</b> . Enter your <b>name</b> and a <b>job name</b> , then click <b>OK</b> .
16. Print a Private job (Nothing prints until physically selected at the printer using the control panel.)	Click on <b>Job Storage</b> tab, then select <b>Private Job</b> . Enter your <b>name</b> and a <b>job name</b> , and a 4-digit Personal Identification Number ( <b>PIN</b> ), then click <b>OK</b> .
17. Print a quick copy job (Jobs are printed and then stored temporarily on the hard disk.)	Click on <b>Job Storage</b> tab, then select <b>Quick Copy</b> . Enter your <b>name</b> and a <b>job name</b> , then click <b>OK</b> .
18. Print a stored job (Nothing prints until physically selected at the printer using the control panel. You can optionally set a 4-digit PIN.)	Click on <b>Job Storage</b> tab, then select <b>Stored Job</b> . Enter your <b>name</b> and a <b>job name</b> . If you want to assign a PIN, click <b>Require PIN to Print</b> then enter a 4-digit Personal Identification Number ( <b>PIN</b> ). Click <b>OK</b> .

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<i>How do I:</i>	<i>Steps to perform</i>
19. Run printer services	Click on the <b>Services</b> tab, and click any of the buttons. Selecting a service opens a Web browser and displays Services: <b>Online Diagnostic Tools</b> - tools to help you diagnosis device problems. <b>Support and Troubleshooting</b> - the hp support page for the printer. <b>Product Manuals</b> - to an hp support page where you can view and download manuals. <b>Check for Driver Updates</b> - hp.com and checks to see if you have the latest print driver. <b>Order Supplies</b> - an hp support page where you can order supplies. <b>Show me how</b> - tips on how to use your device.

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