

HP 910 Printer

HP Photosmart Software Help



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Accessibility

Your HP printer provides a number of features that make it accessible for people with disabilities.

Visual

The printer software is accessible for users with visual impairments or low vision through the use of Windows accessibility options and features. It also supports most assistive technology such as screen readers, Braille readers, and voice-to-text applications. For users who are color blind, colored buttons and tabs used in the software and on the HP printer have simple text or icon labels that convey the appropriate action.

Mobility

For users with mobility impairments, the printer software functions can be executed through keyboard commands. The software also supports Windows accessibility options such as StickyKeys, ToggleKeys, FilterKeys, and MouseKeys. The printer doors, buttons, paper trays, and paper guides can be operated by users with limited strength and reach.

Support

For more details about the accessibility of this product and HP's commitment to

Contents

1	Welcome	5
2	Special features	7
3	Get started	
	The printer at a glance	8
	Buttons and lights	9
	Power button and light	10
	Cancel button	11
	Paper trays	11
	Unfold the paper trays	12
	Input tray	13
	Paper guide	14
	Output tray	14
	Fold the paper trays	15
	Print cartridges	17
	Use print cartridges	17
	Ink-backup mode	18
	Ink-backup mode output	19
	Exit ink-backup mode	19
4	Connect the printer	20
5	Print photos	
	Print borderless photos	21
	Print photos with a border	23
	HP Real Life Technologies photo fix	25
	Photo print cartridge	25
	Exif Print	26
	Store and handle photo paper	26
	Save money when printing photos	27
6	Print other documents	
	Print e-mail	28
	Print documents	29
	Print letters	30
	Print envelopes	32
	Print postcards	33
	Print index cards and other small media	34
	Print labels	35
	Print CD/DVD tattoos	36
	Print transparencies	37
	Print brochures	38
	Print greeting cards	39
	Print booklets	40
	Print posters	42


Print iron-on transfers.....	43
7 Printing tips	
Print a test page.....	45
Printing shortcuts.....	45
Create printing shortcuts.....	46
Set the page order.....	46
Fast/Economical printing.....	47
Print multiple pages on a single sheet of paper.....	47
Print in grayscale.....	47
Two-sided printing.....	48
Print preview.....	48
Set a custom paper size.....	49
Select a paper type.....	49
Change the print speed or quality.....	49
Print resolution.....	50
Maximum dpi.....	50
Resize a document	51
Bound two-sided documents.....	51
8 Printer software	
Make the HP Printer the default printer.....	53
Set default print settings.....	53
Printer Properties dialog box.....	54
What's This? help.....	55
Ink Status window.....	55
Download printer software updates.....	56
9 Maintenance	
Install print cartridges.....	57
Print cartridge combinations.....	57
Selection numbers.....	57
Printing with one print cartridge.....	58
Installation instructions.....	58
Align print cartridges.....	60
Automatically clean print cartridges.....	61
Calibrate color.....	61
View estimated ink levels.....	62
Maintain the printer body.....	62
Remove ink from your skin and clothing.....	62
Manually clean print cartridges.....	63
Maintain print cartridges.....	64
Print cartridge storage and handling.....	64
Print cartridge protector.....	64
Printer Toolbox.....	65
10 Shop for ink supplies	66
11 Troubleshooting	
Error messages.....	67
Print cartridge error messages.....	67
Other error messages.....	68

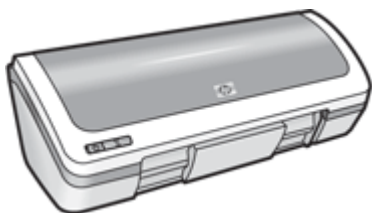
Installation problems.....	68
Power light is on or flashing.....	70
What the flashing light means.....	71
If an error message appears.....	71
If no error message appears.....	71
Printer does not print.....	71
Verify the following.....	71
Check the printer cable connection.....	72
Printer is stalled.....	73
If the printer still does not print.....	73
Document prints slowly.....	74
Print cartridge problems.....	75
Paper problems.....	77
Paper jam.....	78
Out-of-paper message.....	79
Printer prints on multiple sheets at once.....	79
Photos do not print correctly.....	80
Check the paper tray.....	80
Check the printer properties.....	80
Problems with borderless documents.....	80
Borderless printing guidelines.....	80
Image is printed at an angle.....	81
Fading occurs on the edges of a photo.....	81
Photo has an unwanted border.....	81
For small photo paper.....	82
For small photo paper with a tear-off tab.....	82
Print quality is poor.....	83
Document is misprinted.....	84
Text and images are misaligned.....	85
Document is printed off-center or at an angle.....	85
Parts of the document are missing or printed in the wrong place.....	85
Envelope is printed at an angle.....	85
Document does not reflect the new print settings.....	85
If you continue to have problems.....	85
A HP support	
Ink cartridge warranty information.....	86
Support process.....	86
HP support by phone.....	87
Phone support period.....	87
Placing a call.....	87
After the phone support period.....	87
B Technical information	
Printer specifications.....	88

Environmental product stewardship program.....	88
Paper use.....	89
Plastics.....	89
Material safety data sheets.....	89
Recycling program.....	89
HP inkjet supplies recycling program.....	89
Energy consumption.....	89
Disposal of waste equipment by users in private households in the European Union.....	90
Regulatory notices.....	90
FCC statement.....	91
LED indicator statement.....	91
Notice to users in Korea.....	91
VCCI (Class B) compliance statement for users in Japan.....	92
Notice to users in Japan about the power cord.....	92
Toxic and hazardous substance table.....	92
HP 910 Printer declaration of conformity.....	93
Index.....	94

1 Welcome

Welcome to the HP 910 Printer Help. For details on how to use your computer and the printer together, see the following table and select an appropriate topic. You can also use the table of contents pane on the left to locate information.

 **NOTE:** For information about installing the software, see the Setup Guide that came with the printer.



Section	Description
Special features	Learn about some of the printer's special features.
Get started	Learn how to operate the printer and use and replace the print cartridges.
Connect the printer	Learn how to connect the printer to your computer.
Print photos	Learn how to print photos, adjust the appearance of photos before you print, install a photo print cartridge, store and handle photo paper, and share photos with friends and family.
Print other documents	Learn how to print a variety of documents, including e-mail, greeting cards, envelopes, labels, posters, booklets, transparencies, and iron-on media.
Printing tips	Learn how to use printing shortcuts, select a paper type, change the print resolution, set the page order, print multiple pages on a single sheet, preview a document, and use two-sided printing.
Printer software	Learn how to make the HP Printer the default printer, set default print settings, and download printer software updates.
Maintenance	Learn how to install and care for print cartridges, view how much ink is left in a print cartridge, print a test page, and remove ink stains.
Troubleshooting	Find a solution to a hardware or software problem.
HP support	Find out how to contact HP support.
Shop for ink supplies	Order supplies for the printer.
Specifications	Learn about the paper capacity, requirements, and other specifications for the printer.

(continued)

Section	Description
HP inkjet supplies recycling program	Find out how to recycle print cartridges.

2 Special features

Congratulations! The HP Printer is equipped with several exciting features:

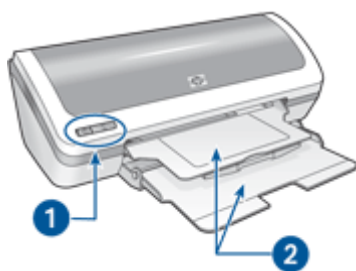
- **User friendly:** Easy to install and operate.
- **Borderless printing:** Print 4 x 6 inch photos to the edges of the paper by using the [borderless](#) printing feature.
- **Ink level indicator:** Know the approximate ink level of each print cartridge with the onscreen Ink Status window. For information, see [View estimated ink levels](#).
- **Ink-backup mode:** Continue printing with one print cartridge when the other print cartridge has run out of ink. For information, see [Ink-backup mode](#).
- **Six-ink upgradeable printing:** Enhance photo printing with a [photo print cartridge](#) (purchased separately).

3 Get started

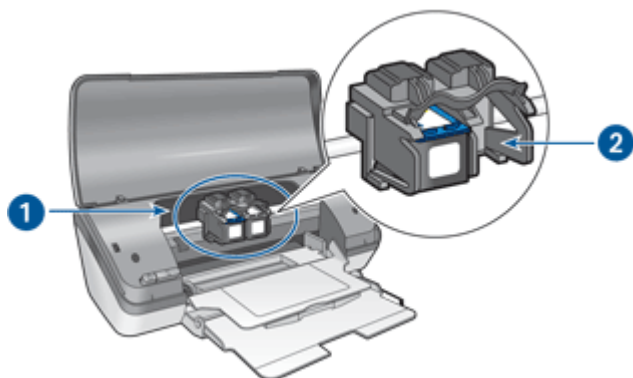
- [The printer at a glance](#)
- [Buttons and lights](#)
- [Paper trays](#)
- [Print cartridges](#)
- [Ink-backup mode](#)

The printer at a glance

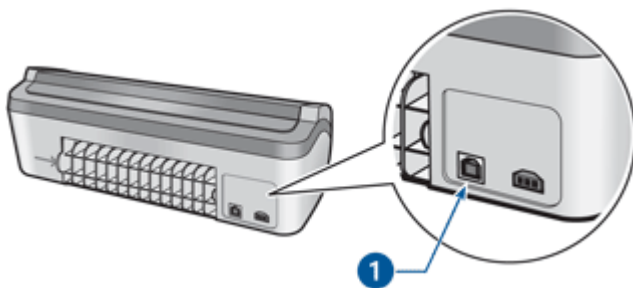
Click the links below to learn about the printer features.



1	Buttons and lights
2	Paper trays



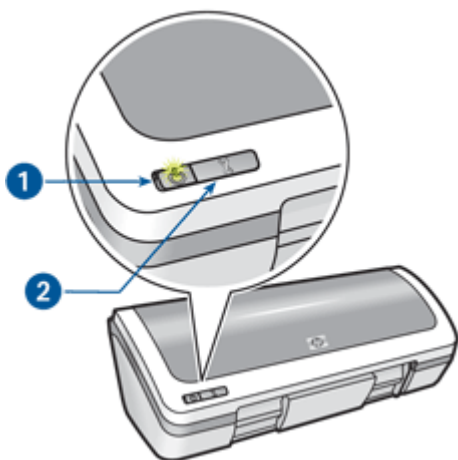
1	Print cartridges
2	Ink-backup mode



- | | |
|---|----------|
| 1 | USB port |
|---|----------|

Buttons and lights

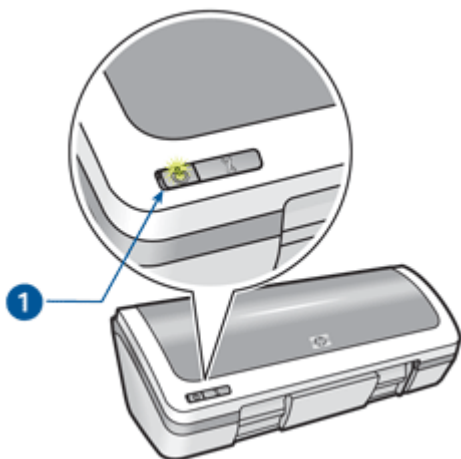
Use the printer buttons to turn the printer on and off and cancel a print job. The printer lights give you visual cues about the status of the printer.



- | | |
|---|------------------------|
| 1 | Power button and light |
| 2 | Cancel button |

Power button and light

Use the Power button to turn the printer on and off. It can take a few seconds for the printer to turn on after you press the Power button.



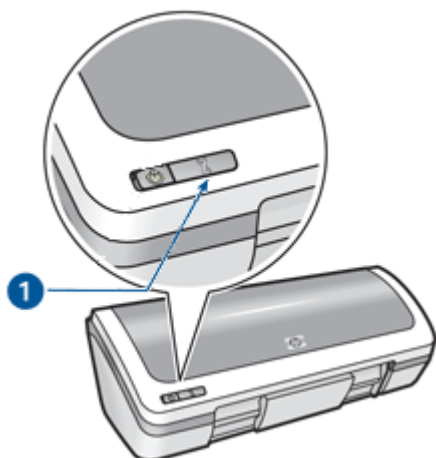
1	Power button and light
---	------------------------

The Power light flashes when the printer is processing.

△ **CAUTION:** Always use the Power button to turn the printer on and off. Using a power strip, surge protector, or a wall-mounted switch to turn the printer on and off might cause printer failure.

Cancel button

The printer has a Cancel button.



1	Cancel button
---	---------------

Pressing the Cancel button cancels the current print job or print cartridge alignment job.

Paper trays

For information about the paper trays, select one of these topics.

- [Unfold the paper trays](#)
- [Input tray](#)
- [Paper guide](#)
- [Output tray](#)
- [Fold the paper trays](#)

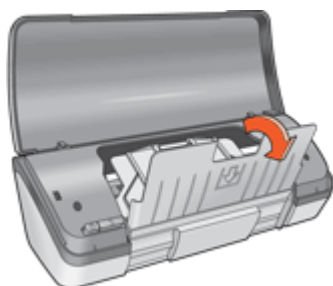
Unfold the paper trays

To unfold the paper trays

1. Raise the printer cover.



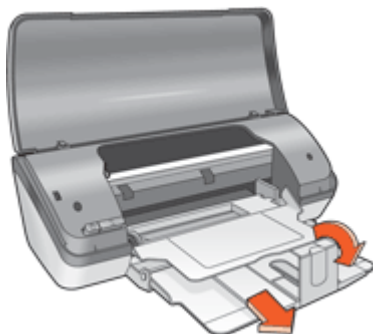
2. Lower the input tray.



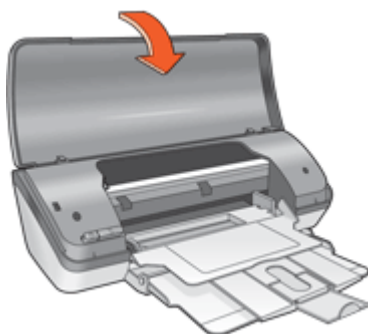
3. Lower the output tray.



4. Pull out the output-tray extension, and then unfold the output-tray extension stop.

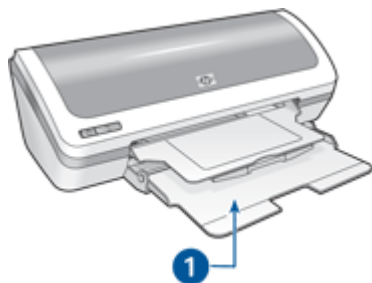


5. Lower the printer cover.



Input tray

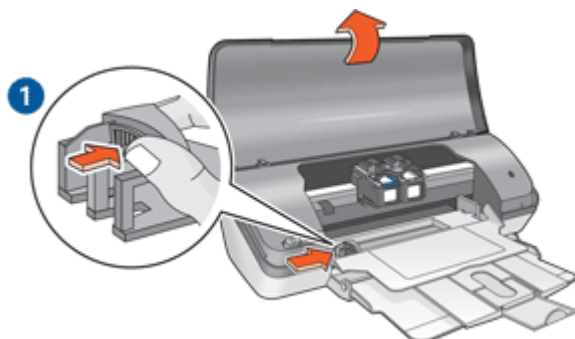
The input tray holds paper or other media.



1	Input tray
---	------------

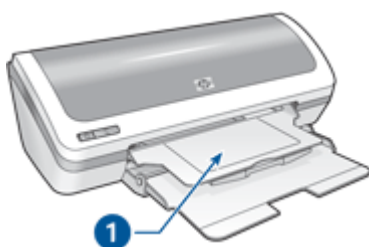
Paper guide

Print on different sizes of media by sliding the paper guide to the right or to the left.



Output tray

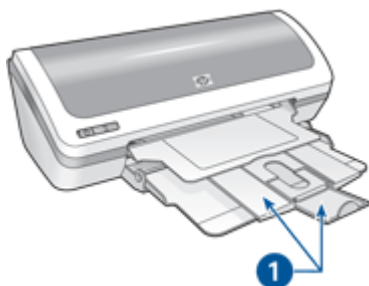
Printed pages are deposited in the output tray.



1	Output tray
---	-------------

Raise the printer cover and the output tray to load paper or other media. Lower the printer cover and the output tray before printing.

To prevent paper from falling out of the output tray, pull out the output-tray extension, and then unfold the output-tray extension stop.



1	Output-tray extension and extension stop
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Fold the paper trays

To fold the paper trays

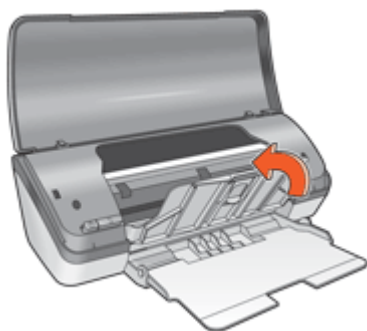
1. Remove paper or other media from the paper trays.
2. Raise the printer cover.



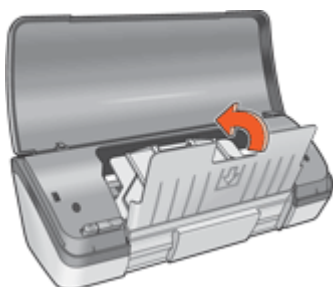
3. Fold the output-tray extension stop, and then push the output-tray extension into the output tray.



4. Raise the output tray.



5. Raise the input tray.



6. Reach underneath the input tray, and then lift the tray until it locks into place.



7. Lower the printer cover.

Print cartridges

Three print cartridges can be used with the printer.



1	Black print cartridge
2	Tri-color print cartridge
3	Photo print cartridge

For information about using the print cartridges, see the following topics:

- [Use print cartridges](#)
- [Replace print cartridges](#)

Use print cartridges

The print cartridges can be used in the following ways:

- **Everyday printing:** Use the black and tri-color print cartridges for everyday print jobs.
- **Quality color photos:** For more vibrant colors when printing color photographs or other special documents, remove the black print cartridge and install a photo print cartridge. The photo print cartridge, in combination with the tri-color print cartridge, provides you with virtually grain-free photos.

Replace print cartridges

When buying print cartridges, look for the print cartridge selection number.

You can find the selection number in three places:

- Selection number label: Look at the label on the print cartridge that you are replacing.



1	Selection number label
---	------------------------


- Printer documentation: For a list of print cartridge selection numbers, see the reference guide that came with the printer.
- Print Cartridge Ordering Information dialog box: For a list of print cartridge selection numbers, open the printer [Toolbox](#), click the **Estimated Ink Level** tab, and then click the **Print Cartridge Information** button.

If a print cartridge runs out of ink, the printer can operate in ink-backup mode. For more information, see [Ink-backup mode](#).

For information about installing a replacement print cartridge, see [Installation instructions](#).

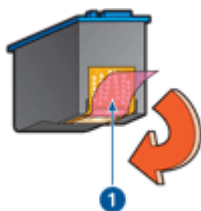
Ink-backup mode

In the ink-backup mode, the printer operates with only one print cartridge. The ink-backup mode is initiated when a print cartridge is removed from the print cartridge cradle.

 **NOTE:** When the printer operates in ink-backup mode, a message is displayed on screen. If the message is displayed and two print cartridges are installed in the printer, verify that the protective piece of plastic tape has been removed from each print cartridge. When plastic tape covers the print cartridge contacts, the printer cannot detect that the print cartridge is installed.

To remove plastic tape from a print cartridge

- ▲ Hold the print cartridge so that the copper strips are on the bottom and facing toward the printer, and then carefully remove the plastic tape.



1 Remove plastic tape

△ **CAUTION:** Do not touch the print cartridge ink nozzles or copper contacts. Touching these parts will result in clogs, ink failure, and bad electrical connections. Do not remove the copper strips. They are required electrical contacts.


For more information about ink-backup mode, see the following topics:

- [Ink-backup mode output](#)
- [Exit ink-backup mode](#)

Ink-backup mode output

Printing in ink-backup mode slows the printer and affects the quality of printouts.

Installed print cartridge	Result
Black print cartridge	Colors print as grayscale.
Tri-color print cartridge	Colors print but black is grayed and is not a true black.
Photo print cartridge	Colors print as grayscale.

 **NOTE:** HP does not recommend using the photo print cartridge for ink-backup mode.


Exit ink-backup mode

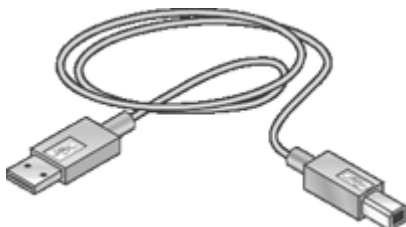
Install two print cartridges in the printer to exit ink-backup mode.

For information about installing a print cartridge, see [Installation instructions](#).


4 Connect the printer

The printer connects to the computer with a universal serial bus (USB) cable.

 **NOTE:** For best printing performance, use a USB 2.0 compatible cable.



For instructions about connecting the printer with a USB cable, see the Setup Guide that came with the printer.

 **NOTE:** A USB cable might not be packaged with your printer.

5 Print photos

The printer software offers several features that make printing digital photos easier and improve photo quality.

Learn how to print photos



Print a [borderless photo](#).



Print a photo with a [border](#).

Learn how to perform other photo printing tasks

- Use the [photo print cartridge](#) for great colors and virtually grain-free photos.
- Print an [Exif Print-formatted](#) photo if you have Exif Print-enabled software.
- Prevent photo paper from curling by following the [photo paper storage and handling guidelines](#).
- Use HP Everyday Photo Paper to [save money and ink](#) when printing photos.

Print borderless photos

To print borderless photos, use 4 x 6 inch photo paper with a 0.5 inch tab (10 x 15 cm with 1.25 cm tab). The photo prints without borders on three sides and with a small border on the bottom edge that you tear off to make the photo completely borderless.

Guidelines

- Use 4 x 6 inch photo paper with a 0.5 inch tab (10 x 15 cm with 1.25 cm tab).
- Do not print borderless photos in ink-backup mode. Always have two print cartridges installed in the printer.
For more information, see [ink-backup mode](#).
- Open the file in a software program such as HP Photosmart Software and resize the photo. Ensure that the size corresponds to the paper size that you want to use.
- For maximum fade resistance, use HP Premium Plus Photo Paper.
- Verify that the photo paper that you are using is flat. For information about preventing photo paper from curling, see the [photo paper storage instructions](#).
- Do not exceed the paper tray capacity: 15 sheets of photo paper.

Prepare to print


1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Verify that the photo paper is flat.

5. Place the photo paper in the right side of the input tray. The side to be printed on should face down and the short edge should point towards the printer.
If you are using photo paper that has a tear-off tab, verify that the tab is pointing away from the printer in the input tray.
6. Push the paper into the printer until it stops.
7. Lower the output tray.
8. Slide the paper guide firmly against the edge of the paper.




9. Lower the printer cover.

Print

 **NOTE:** If your software program includes a photo printing feature, follow the instructions that are provided with the software program. Otherwise, follow these instructions.

1. Open the photo in a software program that allows editing, such as HP Photosmart Software.
2. Open the [Printer Properties dialog box](#).
3. Click the **Printing Shortcuts** tab.
4. In the **Printing Shortcuts** list, click **Photo Printing-Borderless**, and then select the following options:
 - **Print Quality:** **Normal** or **Best**

 **NOTE:** For maximum dpi quality, go to the **Features** tab, and then click **Maximum dpi** in the **Print Quality** drop-down list.

- **Paper Type:** An appropriate photo paper type
- **Paper Size:** An appropriate borderless photo paper size
- **Orientation:** **Portrait** or **Landscape**

5. If necessary, change the [HP Real Life Technologies photo fix](#) setting.
6. Select any other print settings that you want, and then click **OK**.
If you printed on photo paper with a tear-off tab, remove the tab to make the document completely borderless.



Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print photos with a border

Guidelines

- For maximum fade resistance, use HP Premium Plus Photo Paper.
- Verify that the photo paper that you are using is flat. For information about preventing photo paper from curling, see the [photo paper storage instructions](#).
- Do not exceed the paper tray capacity: 15 sheets of photo paper.

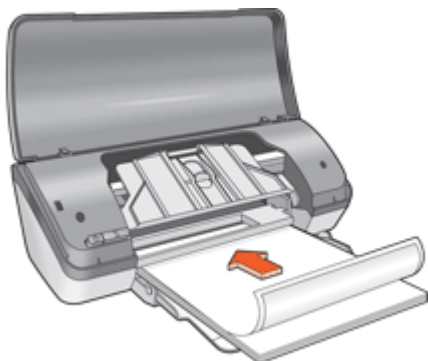
Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Verify that the photo paper is flat.
5. Place the photo paper in the right side of the input tray. The side to be printed on should face down and the short edge should point towards the printer.
6. Push the paper into the printer until it stops.
7. Lower the output tray.

8. Slide the paper guide firmly against the edge of the paper.



1	Small photos
---	--------------



2	Large photos
---	--------------

9. Lower the printer cover.

Print



NOTE: If your software program includes a photo printing feature, follow the instructions that are provided with the software program. Otherwise, follow these instructions.

1. Open the photo in a software program that allows editing, such as HP Photosmart Software.
2. Open the [Printer Properties dialog box](#).
3. Click the **Printing Shortcuts** tab.

4. In the **Printing Shortcuts** list, click **Photo Printing-with white borders**, and then select the following options:

- **Print Quality:** **Normal** or **Best**



NOTE: For maximum dpi quality, go to the **Features** tab, and then click **Maximum dpi** in the **Print Quality** drop-down list.

- **Paper Type:** An appropriate photo paper type
 - **Paper Size:** An appropriate photo paper size
 - **Orientation:** **Portrait** or **Landscape**
5. If necessary, change the [HP Real Life Technologies photo fix](#) setting.
 6. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

HP Real Life Technologies photo fix

HP Real Life Technologies enhance the quality of your printed photos.

In most cases, you do not need to change the **Basic** default print setting. The Basic setting sharpens the images that you print, and improves the quality and clarity of low resolution images, such as those downloaded from the Internet.

You can change the setting to **Full** if the images that you print are under exposed or over exposed, contain dark areas or red eye, or have colors that appear washed out.

You can also select the **Off** setting if you prefer to edit the image manually in a software program such as HP Photosmart Software.

To change the HP Real Life Technologies setting

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the HP Real Life Technologies **Photo fix** drop-down list, select the appropriate setting for the photo you are printing.

Photo print cartridge

The photo print cartridge, when used in conjunction with the tri-color print cartridge, provides virtually grain-free photos. It offers exceptional fade resistance for photos that are printed on HP Premium Plus Photo Paper.



The photo print cartridge can be purchased separately if it is not included with your printer.

To install the photo print cartridge

- ▲ To install the photo print cartridge, remove the black print cartridge from the printer, and then install the photo print cartridge in the right side of the print cartridge cradle.



NOTE: To learn how to install a print cartridge, see [Installation instructions](#). To protect a print cartridge when it is not in the printer, follow the [Maintain print cartridges](#) guidelines.

To use the photo print cartridge

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click either **Photo Printing-Borderless** or **Photo Printing-with white borders**.
4. In the **Print Quality** drop-down list, click **Normal** or **Best**.



NOTE: For maximum dpi quality, go to the **Features** tab, and then click **Maximum dpi** in the **Print Quality** drop-down list.

5. In the **Paper Type** drop-down list, select the appropriate photo paper type.
6. Select any other print settings that you want, and then click **OK**.

Exif Print

Exif Print (Exchangeable Image File Format 2.2) is an international digital imaging standard that simplifies digital photography and enhances printed photos. When a photo is taken with an Exif Print-enabled digital camera, Exif Print captures information such as exposure time, type of flash, and color saturation, and stores it in the image file. The printer software then uses this information to automatically perform image-specific enhancements to create outstanding photos.

To print Exif Print-enhanced photos, you must have the following items:

- A digital camera that supports Exif Print
- Exif Print-enabled photo software, such as HP Photosmart Software

To print Exif Print-enhanced photos

1. Open the photo in an Exif Print-enabled software program that allows editing, such as HP Photosmart Software.
2. Open the [Printer Properties dialog box](#).
3. Click the **Features** tab.
4. In the **Paper Type** drop-down list, click **More**, and then select the appropriate photo paper type.
5. In the **Print Quality** drop-down list, click **Normal**, **Best**, or **Maximum dpi**.
6. Select any other print settings that you want, and then click **OK**.
The printer software automatically optimizes the printed image.

Store and handle photo paper

Follow these instructions to maintain the quality of HP brand photo paper.

Storage

- Keep unused photo paper in a sealed plastic bag. Store the packaged photo paper on a flat surface in a cool place.
- When you are ready to print, remove only the paper that you plan to use immediately from the plastic bag. When you have finished printing, return any unused photo paper to the plastic bag.
- Do not leave unused photo paper in the paper tray. The paper might start to curl, which can reduce the quality of your photos.

Handling

- Always hold photo paper by its edges. Fingerprints on photo paper can reduce print quality.
- If the corners of the photo paper curl more than 10 mm (0.4 inch), flatten the paper by putting it in the storage bag, and then gently bending it in the opposite direction of the curl until the paper lies flat.

Photo paper should be flat before it is printed on.

Save money when printing photos

To save money and ink when printing photos, use HP Everyday Photo Paper and set the print quality to **Normal**.

HP Everyday Photo Paper is designed to create quality photos with less ink.



NOTE: For higher-quality photos, use HP Premium Plus Photo Paper and set the print quality to **Best** or **Maximum dpi**.

6 Print other documents



[E-mail](#)



[Documents](#)



[Letters](#)



[Envelopes](#)



[Postcards](#)



[Index cards](#)



[Labels](#)



[CD/DVD tattoos](#)



[Transparencies](#)



[Brochures](#)



[Greeting cards](#)



[Booklets](#)



[Posters](#)



[Iron-on transfers](#)

Printing tips: Minimize your cost and effort while maximizing the quality of your printouts with [printing tips](#).

Printer software: Learn about the [printer software](#).

Print e-mail

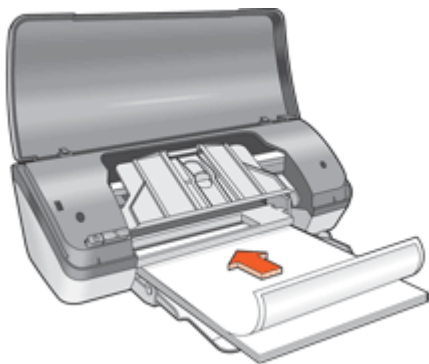
Guidelines

Do not exceed the paper tray capacity: 80 sheets of plain paper.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray.
4. Place plain paper in the right side of the input tray. The side to be printed on should face down.
5. Push the paper into the printer until it stops.
6. Lower the output tray.

7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **General Everyday Printing** or **Fast/Economical Printing**, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Paper Size:** An appropriate paper size
4. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print documents

Guidelines

- For draft documents, use [Fast/Economical printing](#).
- Save paper with [two-sided printing](#).
- Do not exceed the paper tray capacity: 80 sheets of paper.

Prepare to print

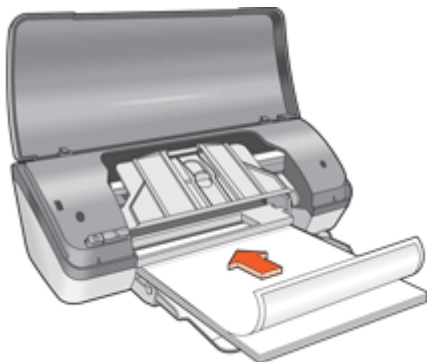
1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray.
4. Place plain paper in the right side of the input tray. The side to be printed on should face down.

5. Push the paper into the printer until it stops.



NOTE: Depending on the paper size, the paper might extend over the edge of the tray.

6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **General Everyday Printing**, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Paper Size:** An appropriate paper size
4. Select the following print settings:
 - **Print Quality** if you want a print quality other than Normal
 - **Print On Both Sides** if you want to print on both sides of the paper
For more information, see [Two-sided printing](#).
5. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print letters

Guidelines

- For information about printing an envelope for your letter, see [envelopes](#).
- Do not exceed the paper tray capacity: 80 sheets of paper.

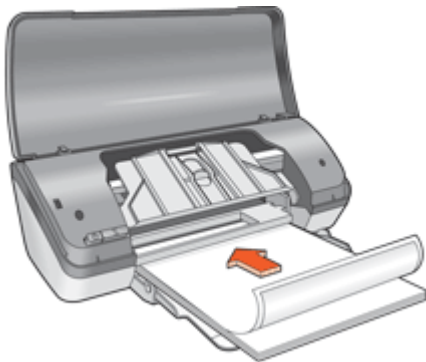
Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray.
4. Place plain paper in the right side of the input tray. The side to be printed on should face down.



NOTE: If you are using letterhead paper, the letterhead should face down and point toward the printer.

5. Push the paper into the printer until it stops.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **Presentation Printing**, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Paper Size:** An appropriate paper size
4. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

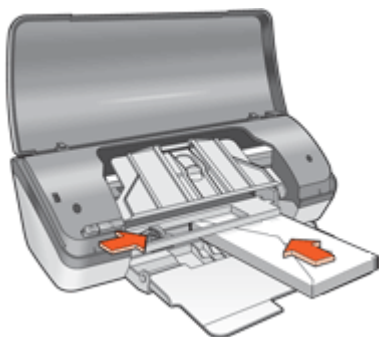
Print envelopes

Guidelines

- Avoid using envelopes that have the following features:
 - Clasps or windows
 - Thick, irregular, or curled edges
 - Shiny or embossed coatings
 - Wrinkles, tears, or other damage
- You can print a single envelope or multiple envelopes.
- Align the envelope edges before inserting the envelopes in the paper tray.
- Do not exceed the paper tray capacity: 10 envelopes.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place the envelopes in the right side of the tray. The side to be printed on should face down. The flap should be on the left side.
5. Push the envelopes into the printer until they stop.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the envelopes.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then select the following print settings:
 - **Paper Type: Plain paper**
 - **Size:** An appropriate envelope size
3. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print postcards

Guidelines

Do not exceed the paper tray capacity: 20 postcards.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place the cards in the right side of the input tray. The side to be printed on should face down and the short edge should point toward the printer.
5. Push the cards into the printer until they stop.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the cards.




8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then specify the following print settings:
 - **Paper Type:** Click **More**, click **Specialty Papers**, and then select an appropriate card type.
 - **Print Quality:** **Normal** or **Best**
 - **Size:** An appropriate card size
3. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

 **NOTE:** If an out-of-paper message is displayed, see [Out-of-paper message](#) for help in resolving the problem.

Print index cards and other small media

Guidelines

Do not exceed the paper tray capacity: 20 cards.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place the cards in the right side of the input tray. The side to be printed on should face down and the short edge should point toward the printer.
5. Push the cards into the printer until they stop.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the cards.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Size:** An appropriate card size
3. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.



NOTE: If an out-of-paper message is displayed, see [Out-of-paper message](#) for help in resolving the problem.

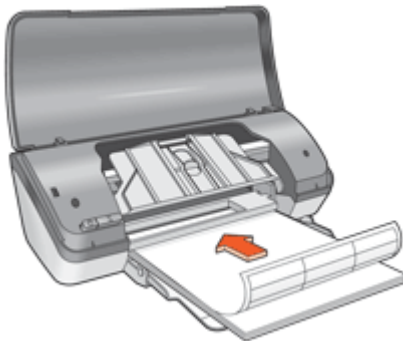
Print labels

Guidelines

- Use only paper, plastic, or clear labels that are designed specifically for inkjet printers.
- Use only full sheets of labels.
- Avoid using labels that are sticky, wrinkled, or pulling away from the protective backing.
- Do not exceed the paper tray capacity: 15 sheets of labels (use only Letter or A4-size sheets).


Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Fan the edges of the label sheets to separate them, and then align the edges.
5. Place the label sheets in the right side of the input tray. The label side should face down.
6. Push the sheets into the printer until they stop.
7. Lower the output tray.
8. Slide the paper guide firmly against the edge of the sheets.



9. Lower the printer cover.

Print

 **NOTE:** If your software program includes a label printing feature, follow the instructions that are provided with the software program. Otherwise, follow the instructions below.

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.

3. In the **Printing Shortcuts** list, click **General Everyday Printing**, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Paper Size:** An appropriate paper size
4. Click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print CD/DVD tattoos



NOTE: This feature might not be available in your country/region.

Guidelines

- See the instructions that are included with the CD/DVD tattoo for the most current printing tips.
- To avoid damaging the printer, do not feed a CD/DVD tattoo through the printer more than once.
- Make sure the CD/DVD tattoo covers the entire backing sheet with no exposed spaces. Separating any part of the CD/DVD tattoo from the protective backing sheet before printing could damage the printer.
- Avoid using a CD/DVD tattoo that is pulling away from the protective backing, or that is wrinkled, curled, or damaged in any way.
- Do not exceed the paper tray capacity: 1 sheet of CD/DVD tattoo paper.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place one sheet of CD/DVD tattoo paper in the right side of the input tray. The side to be printed on should face down.
5. Push the paper into the printer until it stops.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then specify the print settings in the order shown below:
 - **Size:** 5x7in.
 - **Paper Type:** Click **More**, click **Specialty Papers**, and then click **HP CD/DVD Tattoo**.
 - **Print Quality:** **Best**



NOTE: If you are using the HP Photosmart Essential Software, click the **Advanced** tab. Then expand **Printer Features**, and set **Mirror Image** to **On**.

3. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print transparencies

Guidelines

- For great results, use HP Premium Inkjet Transparency Film.
- Do not exceed the paper tray capacity: 20 transparencies.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place the transparencies in the right side of the tray. The side to be printed should face down and the adhesive strip should face up and toward the printer.
5. Carefully push the transparencies into the printer until they stop, so that the adhesive strips do not catch on one another.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the transparencies.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **Presentation Printing**, and then specify the following print settings:
 - **Paper Type:** Click **More**, and then select an appropriate transparency film.
 - **Paper Size:** An appropriate paper size
4. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

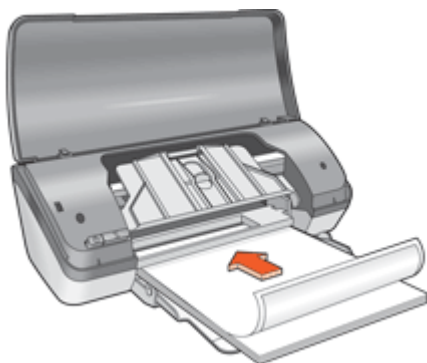
Print brochures

Guidelines

- Open the file in a software program and assign the brochure size. Ensure that the size corresponds to the paper size on which you want to print the brochure.
- Do not exceed the paper tray capacity: 30 sheets of brochure paper.

Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray.
4. Place the paper in the right side of the input tray. The side to be printed on should face down.
5. Push the paper into the printer until it stops.
6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. Specify the following print settings:
 - **Print Quality:** **Best**
 - **Paper Type:** Click **More**, and then select an appropriate HP inkjet paper.
 - **Orientation:** **Portrait** or **Landscape**
 - **Size:** An appropriate paper size
 - **Two-sided printing:** **Manual**
For more information, see [Two-sided printing](#).
4. Click **OK** to print.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print greeting cards

Greeting cards

- Unfold prefolded cards, and then place them in the paper tray.
- For great results, use HP Greeting Card Paper.
- Do not exceed the paper tray capacity: 20 cards.


Prepare to print

1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Fan the edges of the greeting cards to separate them, and then align the edges.
5. Place the greeting cards in the right side of the input tray. The side to be printed on should face down.
6. Push the cards into the printer until they stop.
7. Lower the output tray.
8. Slide the paper guide firmly against the edge of the cards.



- Lower the printer cover.

Print

 **NOTE:** If your software program includes a greeting card printing feature, follow the instructions that are provided with the software program. Otherwise, follow the instructions below.

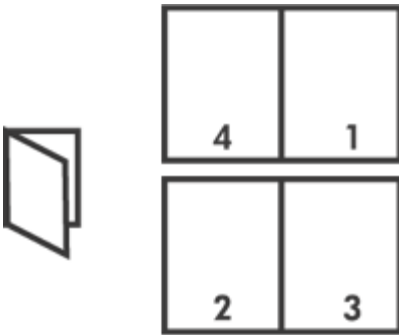
- Open the [Printer Properties dialog box](#).
- Click the **Features** tab, and then specify the following print settings:
 - Print Quality:** **Normal**
 - Paper Type:** Click **More**, and then select an appropriate card type.
 - Size:** An appropriate card size
- Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print booklets

Booklet printing automatically arranges and resizes the pages of a document so that when the document is folded into a booklet, the page order is correct.

For example, when a four-page booklet is printed on both sides of the paper, the pages are reordered and printed like this:



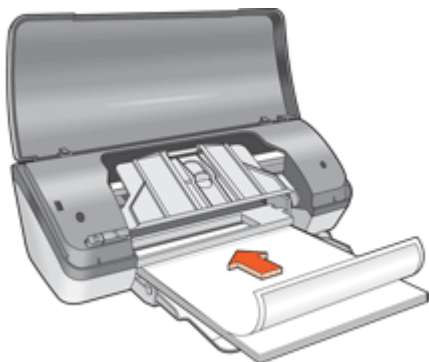
Guidelines

Do not exceed the paper tray capacity: 80 sheets of paper.

Prepare to print

- Raise the printer cover.
- Slide the paper guide all the way to the left.
- Raise the output tray.
- Place plain paper in the right side of the input tray. The side to be printed on should face down.
- Push the paper into the printer until it stops.

6. Lower the output tray.
7. Slide the paper guide firmly against the edge of the paper.



8. Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **Two-sided (Duplex) Printing**.
4. In the **Print On Both Sides** drop-down list, select one of the following binding options:
 - **Left Edge Booklet**
 - **Right Edge Booklet**
5. Select any other print settings that you want, and then click **OK**.
6. When prompted, reload the printed pages in the paper tray as shown below.



7. Click **Continue** to finish printing the booklet.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print posters

Guidelines

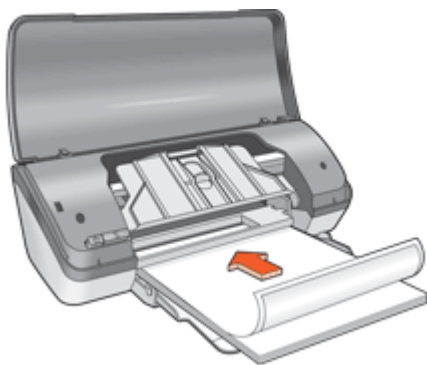
- For poster printing, sections of the poster are automatically arranged on individual sheets that can be taped together. After the sections of a poster have been printed, trim the edges of the sheets and tape the sheets together.



- Do not exceed the paper tray capacity: 80 sheets of paper.

Prepare to print

- Raise the printer cover.
- Slide the paper guide all the way to the left.
- Raise the output tray.
- Place plain paper in the right side of the input tray. The side to be printed on should face down.
- Push the paper into the printer until it stops.
- Lower the output tray.
- Slide the paper guide firmly against the edge of the paper.



- Lower the printer cover.

Print

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then specify the following print settings:
 - **Paper Type:** Plain paper
 - **Orientation:** Portrait or Landscape
 - **Size:** An appropriate paper size
3. Click the **Advanced** tab, and then click **Printer Features**.
4. In the **Poster Printing** drop-down list, select the number of sheets for the poster.
5. Click the **Select Tiles** button.
6. Check that the number of tiles that are selected matches the number of sheets for the poster, and then click **OK**.
7. Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

Print iron-on transfers

Guidelines

- When printing a mirror image, the text and the pictures are horizontally reversed from what is displayed on the computer screen.

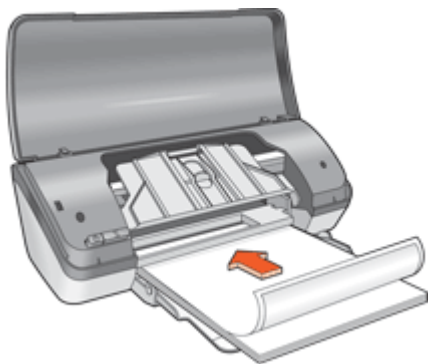


- Do not exceed the paper tray capacity: 10 iron-on transfers.

Prepare to print


1. Raise the printer cover.
2. Slide the paper guide all the way to the left.
3. Raise the output tray, and then remove all paper from the input tray.
4. Place the iron-on transfer paper in the right side of the input tray. The side to be printed on should face down.
5. Push the paper into the printer until it stops.
6. Lower the output tray.

- Slide the paper guide firmly against the edge of the paper.




- Lower the printer cover.

Print

 **NOTE:** If your software program includes an iron-on transfer printing feature, follow the instructions that are provided with the software program. Otherwise, follow the instructions below.

- Open the [Printer Properties dialog box](#).
- Click the **Features** tab, and then specify the following print settings:
 - Print Quality:** **Normal** or **Best**
 - Paper Type:** Click **More**, click **Specialty Papers**, and then click **Other specialty paper**.
 - Size:** An appropriate paper size
- Click the **Advanced** tab.
- Click **Printer Features**, and then set **Mirror Image** to **On**.

 **NOTE:** Some iron-on transfer software programs do not require you to print a mirror image.

- Select any other print settings that you want, and then click **OK**.

Use the [What's This? help](#) to learn about the features that appear in the Printer Properties dialog box.

7 Printing tips

Check your printer

- [Connect the printer](#) to your computer.
- [Print a test page](#).

Save time

- Use the [Printing Shortcuts](#) tab.
- Set the [order](#) that the pages print.

Save money

- Use [Fast/Economical printing](#).
- Print [multiple pages on a single sheet of paper](#).
- Print in [grayscale](#).
- Print a [two-sided document](#).
- Use [HP Everyday Photo Paper](#) to save money and ink when printing photos.

Enhance the quality of prints

- [Preview](#) the document before printing it.
- Print on a [custom paper size](#).
- [Select a paper type](#).
- Change the [print speed and quality](#).
- View the [print resolution](#).
- Achieve the highest printing resolution with [Maximum dpi](#).
- [Resize](#) the document as needed.

Print a test page

You can print a test page to verify that the printer can print from the computer correctly.

To print a test page

1. Load Letter or A4 unused plain white paper in the paper tray.
2. Open the printer [Toolbox](#).
3. On the Device Services tab, click the **Print a Test Page** button.
The Print a Test Page dialog box is displayed.
4. Click the **Print Page** button.
Recycle or discard the test page.

Printing shortcuts

Use printing shortcuts to print with print settings that you use often. The printer software has several specially designed printing shortcuts that are available in the Printing Shortcuts list.



NOTE: When you select a printing shortcut the appropriate printing options are automatically displayed. You can leave them as is or change them.

Use printing shortcuts

Use the Printing Shortcuts tab for the following print tasks:

- [General everyday printing](#)
- [Photo printing—borderless](#)
- [Photo printing—with white borders](#)
- [Fast/Economical printing](#)
- [Presentation printing](#)
- [Two-sided, duplex, printing](#)

You can also [create](#) your own printing shortcuts.

Create printing shortcuts

In addition to the printing shortcuts that are available in the Printing Shortcuts list, you can create your own printing shortcuts.

If you frequently print on transparency film, for example, you can create a printing shortcut by selecting the Presentation Printing shortcut, changing the paper type to HP Premium Inkjet Transparency Film, and then saving the modified shortcut under a new name; for example, Transparency Presentations. After creating the printing shortcut, simply select it when printing on transparency film rather than changing the print settings each time.

To create a printing shortcut

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click a printing shortcut.
The print settings for the selected printing shortcut are displayed.
4. Change the print settings to those you want in the new printing shortcut.
5. In the **Type new shortcut name here** box, type a name for the new printing shortcut, and then click **Save**.
The printing shortcut is added to the list.

To delete a printing shortcut

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click the printing shortcut that you want to delete.
4. Click **Delete**.
The printing shortcut is removed from the list.



NOTE: Only the shortcuts that you have created can be deleted. The original HP shortcuts cannot be deleted.

Set the page order

The page order determines the order in which your multipage documents print.

To set the page order

1. Open the [Printer Properties dialog box](#).
2. Click the **Advanced** tab.
3. Click **Document Options**, and then click **Layout Options**.
4. Select one of the following **Page Order** options:
 - **Front to back**: Prints the first page of the document last. This setting saves time because you do not have to reorder the printed pages. It is the appropriate setting for most print jobs.
 - **Back to front**: Prints the last page of the document last.
5. Select any other print settings that you want, and then click **OK**.

Fast/Economical printing

Use Fast/Economical printing to produce draft-quality printouts quickly.

To use Fast/Economical printing

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** list, click **Fast/Economical Printing**.
4. Specify the print settings that you want, and then click **OK**.

Print multiple pages on a single sheet of paper

Use the printer software to print multiple pages of a document on a single sheet of paper. The printer software automatically resizes the document text and images to fit on the printed page.

To print multiple pages on a single sheet of paper

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Pages Per Sheet** drop-down list, select the number of pages that you want to appear on each sheet of paper.
4. In the **Page Order** drop-down list, select a layout for the pages.
A preview of the page order is displayed at the top of the Features tab.
5. Select any other print settings that you want, and then click **OK**.

Print in grayscale

To print in grayscale

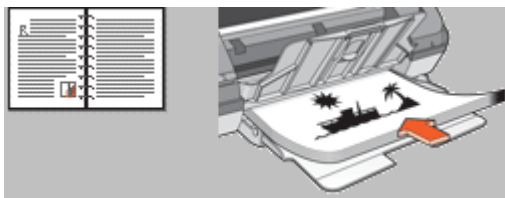
1. Open the [Printer Properties dialog box](#).
2. Click the **Color** tab.
3. Click **Print In Grayscale**.
4. In the **Print In Grayscale** drop-down list, select an option.
5. Select any other print settings that you want, and then click **OK**.

Two-sided printing

Use two-sided printing, also called duplexing, to print on both sides of the paper. Printing on both sides of the paper is not only economical, but environmentally conscious as well.

To print a two-sided document

1. Open the [Printer Properties dialog box](#).
2. Click the **Printing Shortcuts** tab.
3. In the **Printing Shortcuts** drop-down list, click **Two-sided (Duplex) Printing**.
4. In the **Print On Both Sides** drop-down list, click **Manually**.
5. Select any other print settings that you want, and then click **OK**.
The printer prints the odd-numbered pages first.
6. After the odd-numbered pages have been printed, reload the printed pages with the printed side facing up.



7. Click **Continue** to print the even-numbered pages.

To create a two-sided document with a binding, see [Bound two-sided documents](#).

General Everyday printing

Use General Everyday printing to print documents quickly.

- [Documents](#)
- [E-mail](#)

Print preview

Use the print preview function to view a printout on your computer before printing a document. If the printout does not look correct, you can cancel the print job and adjust the print settings as needed.


To preview a printed document

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** or the **Color** tab.
3. Select the **Show preview before printing** check box.

4. Select any other print settings that you want, and then click **OK**. Before the document prints, a preview is displayed.
5. Do one of the following:
 - Click **OK** to print the document.
 - Click **Cancel** to cancel the print job. Adjust the print settings as needed before printing the document.

Set a custom paper size

Use the **Custom Paper Size** dialog box to print on a special paper size.

 **NOTE:** This feature is not available for all paper types.

To define a custom paper size

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Size** drop-down list, select **Custom**.
The Custom Paper Size dialog box is displayed.
4. In the **Name** box, type a name for the custom paper size.
5. In the **Width** and **Length** boxes, type the dimensions of the custom paper size.
The minimum and maximum dimensions are displayed beneath Width and Length.
6. Click the unit of measurement: **Inches** or **Millimeters**.
7. Click **Save** to save the custom paper size.
8. Click **OK** to exit the **Custom Paper Size** dialog box.
9. To use the custom paper size, select its name in the **Size** drop-down list.

Select a paper type

When printing a higher-quality document, HP recommends that you select a specific paper type.

To select a specific paper type

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. Click **More** in the **Paper Type** drop-down list, and then select the paper type that you want to use.
4. Click **OK**.
5. Select any other print settings that you want, and then click **OK**.

Change the print speed or quality

The HP Printer automatically chooses a print quality and speed setting depending on the paper type setting you select. You can also change the print quality setting to customize the speed and quality of the print process.

Print quality settings

- **Fast Draft** produces draft-quality output at the fastest printing speed, while using the least amount of ink.
- **Fast Normal** produces higher quality output than the Fast Draft setting and prints more quickly than the Normal setting.
- **Normal** provides the best balance between print quality and speed and is appropriate for most documents.
- **Best** provides the best balance between high quality and speed and can be used for high quality prints. For most documents, the Best setting prints more slowly than the Normal setting.
- **Maximum dpi** optimizes the dots per inch (dpi) that the HP Printer prints. Printing in maximum dpi takes longer than printing with other settings and requires a large amount of disk space. For more information, see [Maximum dpi](#).

To select a print quality and speed

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Paper Type** drop-down list, select the type of paper that you have loaded.
4. In the **Print Quality** drop-down list, select the appropriate quality setting for your project.

Print resolution

The printer software displays the print resolution in dots per inch (dpi). The dpi varies according to the paper type and print quality that you select in the printer software.

To view the print resolution

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Paper Type** drop-down list, select the type of paper that you have loaded.
4. In the **Print Quality** drop-down list, select the appropriate print quality setting for your project.
5. Click the **Resolution** button to view the print resolution dpi.

Maximum dpi

Use maximum dpi mode to print high-quality, sharp images.

To get the most benefit from maximum dpi mode, use it to print high-quality images such as digital photographs. When you select the maximum dpi setting, the printer software displays the optimized dots per inch (dpi) that the HP Printer will print.

Printing in maximum dpi takes longer than printing with other settings and requires a large amount of disk space.



NOTE: If a photo print cartridge is also installed, the print quality is enhanced. A photo print cartridge can be purchased separately if it is not included with the HP Printer.

To print in Maximum dpi mode

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Paper Type** drop-down list, click **More**, and then select the appropriate paper type.
4. In the **Print Quality** drop-down list, click **Maximum dpi**.



NOTE: To view the maximum dpi that the HP Printer printer will print, click **Resolution**.

5. Select any other print settings that you want, and then click **OK**.

Resize a document

Use the printer software to print a document that is formatted for one paper size on another paper size. Doing this can be useful if you do not have the correct paper size available.

For example, if you have created a document that is formatted for letter-size paper, but you do not have any letter-size paper available, you can print the document on another paper size that is available.

To resize a document for a different paper size

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. Click **Scale to paper size**, and then select the target paper size in the drop-down list. The target paper size is the size of the paper on which you are printing, not the size for which the document was formatted.
4. Select any other print settings that you want, and then click **OK**.

Bound two-sided documents

If you want to bind printed pages into a book, you can adjust the print settings to accommodate the binding.

Bound two-sided documents can have a book binding (binding on the side) or a tablet binding (binding at the top). Book binding is the most common type of binding.

To print a two-sided document with a book binding

- ▲ Follow the [instructions](#) for basic two-sided printing.

To print a two-sided document with a tablet binding

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab.
3. In the **Two-sided printing** drop-down list, click **Manual**.
4. Select the following check boxes:
 - **Flip Pages Up**
 - **Preserve Layout**

5. Select any other print settings that you want, and then click **OK**.
The printer prints the odd-numbered pages first.
6. After the odd-numbered pages have been printed, reload the printed pages, with the printed side facing up according to the document orientation, portrait or landscape.



Figure 7-1 Portrait

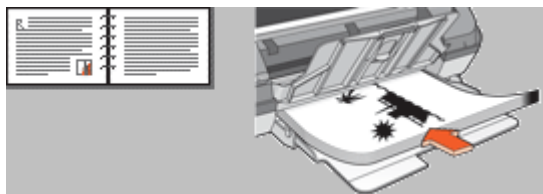


Figure 7-2 Landscape

7. Click **Continue** to print the even-numbered pages.

Presentation printing

Use Presentation printing to print high-quality documents, including:

- [Letters](#)
- [Brochures](#)
- [Transparencies](#)

8 Printer software

- Make the HP Printer the [default printer](#).
- Set the [default print settings](#) for all documents.
- Use the [Printer Properties dialog box](#) to select printing options.
- Use the [What's This? help](#) to learn more about specific print settings.
- View the [Ink Status window](#) for the approximate ink level of each print cartridge.
- Download [printer software updates](#) for the latest features and improvements.

Make the HP Printer the default printer

You can set the HP Printer as the default printer to use from any software program. This means that the HP Printer is automatically selected in the printer drop-down list when you click **Print** from the **File** menu in a software program.

Windows 2000 users

1. On the Windows taskbar, click **Start**, point to **Settings**, and then click **Printers**.
2. Right-click the HP Printer icon, and then click **Set as Default Printer**.

Windows Vista users

1. On the Windows taskbar, click **Start**, and then click **Control Panel**.
2. Click **Printers**.
3. Right-click the HP Printer icon, and then click **Set as default printer**.

Windows XP users

1. On the Windows taskbar, click **Start**, and then click **Printers and Faxes**.
2. Right-click the HP Printer icon, and then click **Set as Default Printer**.

Set default print settings

The HP Printer uses default print settings for all documents unless you specify other settings.

To save time when printing, set the default print settings to options that you use often. That way, you do not have to specify the options every time you use the printer.

To change the default print settings

1. Double-click the HP Digital Imaging Monitor icon on the right side of the Windows taskbar.



- | | |
|---|---------------------------------|
| 1 | HP Digital Imaging Monitor icon |
|---|---------------------------------|

The HP Solution Center is displayed.

2. In the HP Solution Center, click **Settings**, point to **Print Settings**, and then click **Printer Settings**.
3. Make changes to the print settings, and then click **OK**.

Printer Properties dialog box

The printer is controlled by software that is installed on your computer. Use the printer software, also known as the printer driver, to change the print settings for a document. To change the print settings, open the Printer Properties dialog box.



NOTE: The Printer Properties dialog box is also referred to as the Printing Preferences dialog box.

To open the Printer Properties dialog box

1. Open the file that you want to print.
2. Click **File**, click **Print**, and then click **Properties** or **Preferences**.
The Printer Properties dialog box is displayed.



NOTE: The path to the Printer Properties dialog box can vary depending on the software program you are using.

What's This? help

Use the [What's This? help](#) to learn about the features that you see on the Printer Properties dialog box.

What's This? help

Use What's This? help to learn more about the available printing options.

To use What's This? help

1. Move the cursor over the feature that you want to learn more about.
2. Click the right mouse button.
The What's This box is displayed.
3. Move the cursor over the **What's This?** box, and then click the left mouse button.
An explanation of the feature is displayed.

Ink Status window

The Ink Status window is displayed each time the printer prints a file. The window displays the approximate ink level of each print cartridge. To close the Ink Status window, click **Close**.



NOTE: This feature might not be available in your operating environment.

Print cartridge information and ordering

For print cartridge information and to link to HP's Web site for ordering print cartridges, click the **Print Cartridge Information** button.

Displaying the Ink Status window

If you do not want the Ink Status window to appear when you print, select the **Do not show this again** check box in the lower-left corner of the window.

If you previously chose not to show the Ink Status window but now want it to appear when you print, follow these steps:

1. For Windows 2000, click **Start**, and then click **Settings**. For Windows XP, click **Start**, and then click **Printers and Faxes**.
A list that includes the printers installed on your computer is displayed.
2. Highlight the printer name, and then right-click to display a list of options.
3. Click **Properties**.
The Printer Properties dialog box is displayed.
4. Click the **Device Settings** tab.
5. For **Display Ink Status Window**, click **On**, and then click **OK**.

Download printer software updates

Download the latest printer software update every few months to ensure you have the latest features and improvements.

To download a printer software update

1. Make sure you are connected to the Internet.
2. From the Windows **Start** menu, click **Programs** or **All Programs**, point to **HP**, and then click **HP Update**.
The HP Update window is displayed.
3. Click **Next**.
HP Update searches the HP Web site for printer software updates.
 - If the computer has the most recent version of the printer software installed, **No updates are available for your system at this time** is displayed in the HP Update window.
 - If the computer does not have the most recent version of the printer software installed, a list of options to download later versions of the software is displayed in the HP Update window.
4. If a software update is available, select the check box beside the update name.
5. Click **Install**.
6. Follow the onscreen instructions.

Download HP Photosmart Software

Installing the printer software update you download from the HP Web site does not update the HP Photosmart Software you might have installed on the computer. For information about updating the HP Photosmart Software, see the HP Photosmart Help.

9 Maintenance

- [Install print cartridges](#)
- [Align print cartridges](#)
- [Automatically clean print cartridges](#)
- [Calibrate color](#)
- [View estimated ink levels](#)
- [Maintain the printer body](#)
- [Remove ink from your skin and clothing](#)
- [Manually clean print cartridges](#)
- [Maintain print cartridges](#)
- [Printer Toolbox](#)

Install print cartridges

When you need to replace print cartridges, make sure you have the correct print cartridges for your printer, and then install them in the print cartridge cradle.

- [Print cartridge combinations](#)
- [Selection numbers](#)
- [Printing with one print cartridge](#)
- [Installation instructions](#)

Print cartridge combinations

Choose the right cartridge combination

Choose the best combination of cartridges for your print job:

- Everyday printing: Use a black cartridge along with a tri-color cartridge.
- Color photos: Use a photo cartridge along with a tri-color cartridge.

Always install the tri-color print cartridge in the left side of the print cartridge cradle.

Install the black or photo print cartridge in the right side of the print cartridge cradle.

Selection numbers

When buying replacement print cartridges, look for the print cartridge selection number.

You can find the selection number in three places:

- Selection number label: Look at the label on the print cartridge that you are replacing.



1	Selection number label
---	------------------------

- Printer documentation: For a list of print cartridge selection numbers, see the reference guide that came with the printer.
- Print Cartridge Information dialog box: For a list of print cartridge selection numbers, open the printer [Toolbox](#), click the **Estimated Ink Level** tab, and then click the **Print Cartridge Information** button.

Printing with one print cartridge

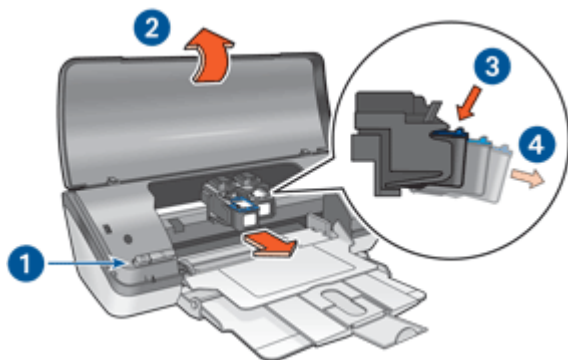
The printer can operate with only one print cartridge installed. For more information, see [Ink-backup mode](#).

Installation instructions

To install a print cartridge

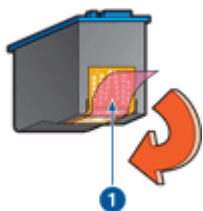
1. Press the **Power** button to turn on the printer.
2. Open the printer cover.
The print cartridge cradle moves to the center of the printer.
3. Push down on the print cartridge.

4. Slide the print cartridge out of the cradle.



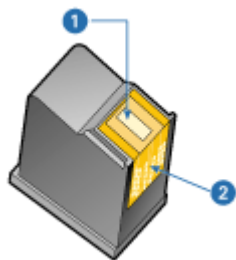
1	Press the Power button
2	Open the printer cover
3	Push down on the print cartridge
4	Slide the print cartridge out of the cradle

5. Remove the replacement print cartridge from its packaging and carefully remove the plastic tape. Hold the print cartridge so that the copper strip is on the bottom and facing toward the printer.



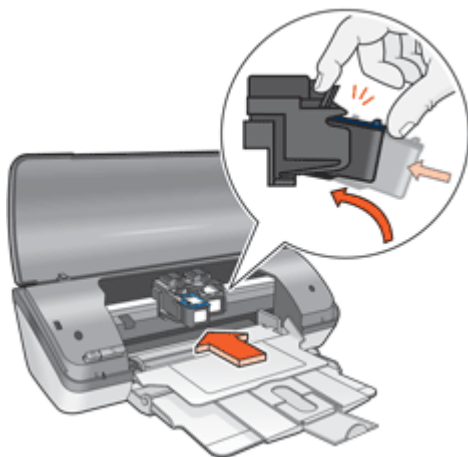
1	Remove plastic tape
---	---------------------

△ **CAUTION:** Do not touch the print cartridge ink nozzles or copper contacts. Touching these parts will result in clogs, ink failure, and bad electrical connections. Do not remove the copper strips. They are required electrical contacts.



1	Ink nozzles
2	Copper contacts

- Slide the print cartridge firmly into the cradle at a slight upward angle until you feel resistance.



- Push the cartridge into the cradle.
You hear a snap when the print cartridge is correctly positioned.
- Close the printer cover.
- Align** the print cartridges for optimum print quality.

For information about storing print cartridges, see [Maintain print cartridges](#).

For information about recycling empty print cartridges, see [HP inkjet supplies recycling program](#).

⚠ WARNING! Keep both new and used print cartridges out of the reach of children.

Align print cartridges

After installing a print cartridge, align the print cartridges to ensure the best print quality.

To align print cartridges

1. Load Letter or A4 unused plain white paper in the paper tray.
2. Open the printer [Toolbox](#).
3. Click **Align the Print Cartridges**.
4. Click **Align**, and then follow the onscreen instructions.
The HP Printer prints a test page, aligns the print cartridges, and calibrates the printer.
Recycle or discard the test page.

Automatically clean print cartridges

If your printed pages are faded or if they contain ink streaks, the print cartridges might be low on ink or might need to be cleaned. For more information, see [View estimated ink levels](#).

If the print cartridges are not low on ink, clean the print cartridges automatically.

To clean the print cartridges

1. Open the printer [Toolbox](#).
2. Click **Clean the Print Cartridges**.
3. Click **Clean**, and then follow the onscreen instructions.

If your documents are still faded after cleaning, [manually clean the print cartridge contacts](#).

⚠ **CAUTION:** Clean print cartridges only when necessary. Unnecessary cleaning wastes ink and shortens the life of the cartridge.

Calibrate color

Perform a color calibration if the colors in photos that are printed with the [photo print cartridge](#) consistently look incorrect.


Before performing a color calibration, [align the print cartridges](#), and then reprint the photo. If the color is still incorrect, perform a color calibration.

To calibrate color


1. Load Letter or A4 unused plain white paper in the paper tray.
2. Verify that both a tri-color print cartridge and a [photo print cartridge](#) are installed in the printer.
3. Open the printer [Toolbox](#).
4. On the Device Services tab, click the **Align the Print Cartridges** button.
The Align the Print Cartridges dialog box is displayed.
5. Click the **Align** button.
The HP Printer prints a test page.
6. In the Calibrate Color section, use the left and right arrows to select the corresponding numbered patch that best matches the background of the printed page.
7. Click **Continue**, and then follow the onscreen instructions.
Recycle or discard the test page.

View estimated ink levels

Follow these instructions to view the estimated ink levels of the print cartridges that are installed in the printer:

 **NOTE:** Ink from the cartridges is used in the printing process in a number of different ways, including in the initialization process, which prepares the device and cartridges for printing, and in printhead servicing, which keeps print nozzles clear and ink flowing smoothly. In addition, some residual ink is left in the cartridge after it is used. For more information, see www.hp.com/go/inkusage.

1. Open the printer [Toolbox](#).
2. Click the **Estimated Ink Level** tab.

 **NOTE:** If the print cartridges were used before being installed in the printer, or if they are not genuine HP cartridges or have been refilled, the estimated ink levels will not appear on the Estimated Ink Level tab.


The Estimated Ink Level tab also contains print cartridge ordering information. To view this information, click the **Print Cartridge Information** button.

Maintain the printer body

Because the HP Printer ejects ink onto the paper in a fine mist, ink smudges will eventually appear.

To remove smudges, stains, or dried ink from the exterior


1. Turn off the HP Printer, and then disconnect the power cord.
2. Wipe the outside of the HP Printer with a soft cloth that has been lightly moistened with water.

 **CAUTION:** Do not use any type of cleaning solution. Household cleaners and detergents might damage the printer finish. Keep all fluids away from the interior. Do not lubricate the metal rod on which the print cartridge cradle slides. Noise is normal when the cradle moves back and forth.

Remove ink from your skin and clothing

Follow these instructions to remove ink from your skin and clothing:

Surface	Remedy
Skin	Wash the area with an abrasive soap.
White fabric	Wash the fabric in <i>cold</i> water and use chlorine bleach.
Color fabric	Wash the fabric in <i>cold</i> water and use sudsy ammonia.

 **CAUTION:** Always use cold water to remove ink from fabric. Warm or hot water can set the ink into the fabric.

Manually clean print cartridges

If the HP Printer is used in a dusty environment, a small amount of debris can accumulate on the print cartridge contacts. This debris can cause ink streaks on printed pages. The problem can be corrected by manually cleaning the print cartridge contacts.

You need the following items to clean the print cartridges:

- Distilled water (tap water can contain contaminants that can damage the print cartridge)
- Cotton swabs or other soft, lint-free material that will not stick to the print cartridge

Be careful not to get [ink on your hands or clothing](#) as you clean.

To prepare to clean

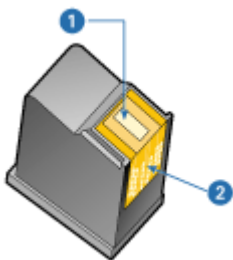
1. Open the HP Printer cover.
2. Wait until the print cartridge cradle moves to the center of the HP Printer and is idle and quiet.
3. Remove the print cartridges and place them on a piece of paper, with the copper strips facing up.

⚠ **CAUTION:** Do not leave the print cartridges outside the HP Printer for more than 30 minutes.

To manually clean print cartridge contacts

1. Lightly moisten a cotton swab with distilled water and squeeze any excess water from the swab.
2. Gently wipe the print cartridge copper contacts with the cotton swab.

⚠ **CAUTION:** Do not touch the print cartridge ink nozzles. Touching the ink nozzles will result in clogs, ink failure, and bad electrical connections.



1	Ink nozzles (do not touch)
2	Copper contacts

3. Repeat this process until no ink residue or dust appears on the swab.
4. Insert the print cartridges in the HP Printer, and then close the cover. For more information, see [Installation instructions](#).

Maintain print cartridges

Follow these guidelines to maintain and store HP print cartridges and to ensure consistent print quality.

- [Print cartridge storage and handling](#)
- [Print cartridge protector](#)

Print cartridge storage and handling

Follow these guidelines to help maintain HP print cartridges and ensure consistent print quality:

- Install the cartridge on or before the **Install by** date, which is printed on the cartridge package.
- When you remove a photo print cartridge from the printer, store it in a print cartridge protector to prevent the ink from drying out. If you do not have a print cartridge protector, you can use an airtight plastic container to protect your print cartridge. For more information, see [Installation instructions](#).
- Keep all unused print cartridges in their original sealed packages until they are needed. Store print cartridges at room temperature (15° to 35° C or 59° to 95° F).
- Do not remove the plastic tape covering the ink nozzles until you are ready to install the print cartridge in the printer. If the plastic tape has been removed from the print cartridge, do not attempt to reattach it. Reattaching the tape damages the print cartridge.

⚠ **CAUTION:** Always turn the printer off with the Power button before you unplug the power cord or turn off a power strip. This allows the printer to store the print cartridges properly. When you store the printer, always leave the active print cartridges inside the printer.

Print cartridge protector

If you have purchased an HP photo print cartridge, you can store it in the protector that comes with the print cartridge. If you do not have a print cartridge protector, you can use an airtight plastic container to protect your print cartridge.

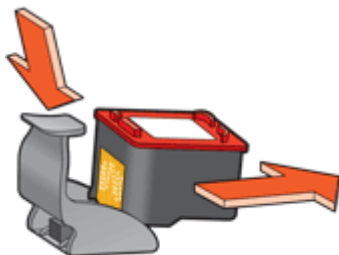
To insert the print cartridge into the print cartridge protector

- ▲ Slide the print cartridge at a slight angle into the protector, and snap it securely in place.



To remove the print cartridge from the print cartridge protector

1. Press down and back on the top of the protector to release the print cartridge.
2. Slide the print cartridge out of the protector.



△ **CAUTION:** Do not drop the print cartridge. Dropping the print cartridge can damage it.

Printer Toolbox

The printer Toolbox contains a number of useful tools to enhance the performance of the printer.

Use the printer Toolbox to perform the following tasks:

- [Align print cartridges](#)
- [Automatically clean print cartridges](#)
- [Calibrate color](#)
- [Print a test page](#)
- [View estimated ink levels](#)


To open the printer Toolbox

1. Open the [Printer Properties dialog box](#).
2. Click the **Features** tab, and then click the **Printer services** button.
The Toolbox is displayed.

10 Shop for ink supplies

To find the print cartridge reorder number, see the printed documentation that came with the HP Printer. You can also use the software that came with the HP Printer to find out the reorder number for the print cartridge. You can order print cartridges online from the HP Web site. Additionally, you can contact a local HP reseller to find out the correct print cartridge reorder number for your device and purchase print cartridges.

To order HP papers and other supplies, go to www.hp.com/buy/supplies. If prompted, choose your country/region, follow the prompts to select your product, and then click one of the shopping links on the page.

 **NOTE:** At this time, some portions of the HP Web site are available in English only.

NOTE: Ordering print cartridges online is not supported in all countries/regions. If it is not supported in your country/region, contact a local HP reseller for information about purchasing print cartridges.


To order print cartridges from your desktop

- ▲ Click the **Shop for HP Supplies** icon on your desktop to connect to HP SureSupply. You will see a list of original HP printing supplies that are compatible with your device, as well as options to conveniently purchase the supplies you need (options vary by country/region).

If you deleted this icon from your desktop, click the **Start** menu, point to the **HP** folder, then click **Shop for Supplies**.

To order HP printing supplies through the HP Solution Center

1. In the HP Solution Center, click **Settings**, point to **Print Settings**, and then click **Printer Toolbox**.

 **NOTE:** You can also open the **Printer Toolbox** from the **Print Properties** dialog box. In the **Print Properties** dialog box, click the **Services** tab, and then click **Service this device**.

2. Click the **Estimated Ink Levels** tab.
3. Click **Ink Cartridge Ordering Information**.
The ink cartridge reorder numbers appear.
4. Click **Order Online**.

HP sends detailed printer information, including model number, serial number, and ink supply levels, to an authorized online reseller. The supplies you need are preselected; you can change quantities, add or remove items, and then check out.

11 Troubleshooting

- [Error messages](#)
- [Installation problems](#)
- [Power light is on or flashing](#)
- [Printer does not print](#)
- [Document prints slowly](#)
- [Print cartridge problems](#)
- [Paper problems](#)
- [Photos do not print correctly](#)
- [Problems with borderless documents](#)
- [Print quality is poor](#)
- [Document is misprinted](#)
- [If you continue to have problems](#)

Error messages

If an error message displays on the computer screen, check the following topics for a solution:

- [Print cartridge error messages](#)
- [Other error messages](#)

Print cartridge error messages

If you receive a print cartridge error message, follow these directions.

Incorrect or missing print cartridge message

The printer can only print when the correct print cartridges are installed. If you receive a print cartridge error message, one or both of the print cartridges cannot be used in the printer.

To resolve the problem, follow the instructions in [Incorrect or missing print cartridge](#).

Print cartridge problem message

The printer cannot print if the print cartridges are faulty, or if they are not installed properly.

If you receive a message stating there is a problem with a print cartridge, follow the instructions in [Print cartridge is faulty or not installed properly](#) to resolve the problem.

"Print cartridge carriage is stalled" message

If the printer stalls while you are printing a document, follow the instructions in [Printer is stalled](#).

"Print cartridge is in the wrong slot" message

If you receive this error message, the print cartridge is installed in the wrong side of the print cartridge cradle. Follow the instructions in ["Print cartridge is in the wrong slot" message](#) to resolve the problem.

"Printing in ink-backup mode" message

If you receive this error message, follow the instructions in ["Printing in ink-backup mode" message](#).

Other error messages

If you receive an error message, follow these directions.

Out of paper message

If you receive an out of paper message, follow the guidelines in [Out-of-paper message](#).

"There was an error writing to USB port" message

The printer might not be receiving correct data from another USB device or USB hub. Connect the printer directly to the USB port on the computer.

"Two-way communication cannot be established" or "Printer not responding" message

The printer might not be able to communicate with the computer if the USB cable is too long.

If you receive this error message, make sure that the USB cable is not greater than 3 meters (approximately 9.8 feet) in length.



NOTE: For best printing performance, use a USB 2.0 compatible cable.

Installation problems

If the software installation program stops or fails, check the following topics for more information:

- [Installation program stops](#)
- ["Unknown Device" message displays](#)
- [Printer name does not appear](#)

If you continue to have problems, visit HP Technical Support at www.hp.com/support.

Installation program stops

Cause: If the installation program stops when it looks for new hardware, one of the following issues is causing a communication problem:

- The USB cable is old or defective.
- Software, such as an antivirus program, is running.
- Another device, such as a scanner, is connected to the computer.

Solution:

To resolve the problem

1. Make sure that no USB devices other than the printer, the keyboard, and the mouse are connected to the computer.
2. Disconnect and reconnect the USB cable.
3. Make sure that the printer is connected directly to a USB port on the computer (instead of through a USB hub).
4. If the installation program still does not locate the printer, replace the USB cable, and then continue to the next step.
5. Click **Cancel**, and then restart the computer.
6. Turn the printer off, and then disconnect the USB cable and power cord.
7. Quit any antivirus programs or other software programs that are running on the computer.



NOTE: To quit an antivirus program, follow the manufacturer's instructions.

8. Reinstall the printer software:
 - a. Insert the printer software CD into the drive.
 - b. Follow the onscreen instructions. When the installation program prompts you, connect the USB cable and the power cord to the printer, and then make sure that the printer is on.



NOTE: Do not connect the USB cable until you are told to do so.

- c. Follow the onscreen instructions to finish the installation.
9. Restart the antivirus program.

"Unknown Device" message displays

Cause: During installation, an "Unknown Device" message might be displayed when you connect a USB cable between the printer and the computer. A possible cause might be a defective USB cable.

Solution:



NOTE: This is not a problem if you are using Windows 2000. If you are using Windows 2000 and this message is displayed, you can continue with the software installation.

To resolve the problem


1. Disconnect the USB cable from the printer.
2. Disconnect the power cord from the printer.
3. Wait approximately 30 seconds.
4. Reconnect the power cord to the printer.
5. Reconnect the USB cable to the printer.
6. If the "Unknown Device" message is still displayed, replace the USB cable.

Printer name does not appear


Solution: If the printer software seems to install correctly, but the printer name does not appear in the list of printers when you click **Print** on the **File** menu or in the Printers folder in Control Panel, try reinstalling the printer software.

To reinstall the printer software

1. Quit any antivirus programs or other software programs that are running on the computer.

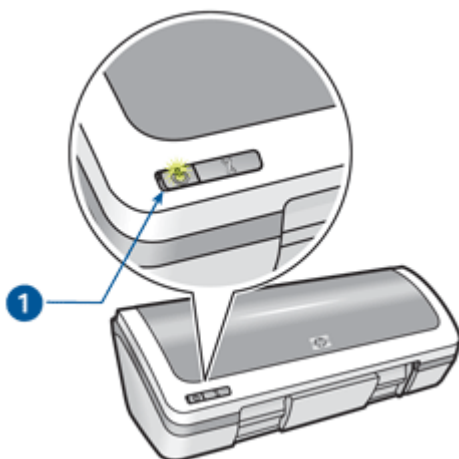
 **NOTE:** To quit an antivirus program, follow the manufacturer's instructions.

2. Uninstall the printer software:
 - a. Insert the printer software CD into the drive, and then follow the onscreen instructions.

 **NOTE:** If the installation program does not start automatically, click your CD drive letter in Windows Explorer, then double-click the setup.exe file. For example, double-click D:\setup.exe.

- b. When prompted, click **Remove All**.
 3. Reinstall the printer software:
 - a. Insert the printer software CD into the drive.
 - b. Follow the onscreen instructions to finish the installation.
 4. Restart the antivirus program.
-

Power light is on or flashing



1	Power light
---	-------------

- If the Power light is **on**, the printer is either printing or ready to print.
- If the Power light is **off**, the printer is off.
- If the Power light is **flashing**, see the following information.
- [What the flashing light means](#)
- [If an error message appears](#)
- [If no error message appears](#)

What the flashing light means

The Power light can flash for several reasons:

- The printer cover is open.
- The printer is out of paper.
- A problem exists with the printer, such as a paper jam or a problem with a print cartridge.

For information about clearing a paper jam, see [Paper jam](#).

If an error message appears

Read the error message that explains the problem and its solution.

If no error message appears

Check the status of the printer by using the printer tools. To gain access to the tools, open the [Printer Properties dialog box](#), click the **Features** tab, and then click the **Printer services** button.

Use the printer tools to perform the following tasks:

- View estimated ink levels.
- Clean the print cartridges.
- Calibrate the printer.
- Print a test page.
- Perform other functions as needed.

Printer does not print

If the printer does not print, check the following topics for more information:

- [Verify the following](#)
- [Check the printer cable connection](#)
- [Clear the print queue](#)
- [Printer is stalled](#)
- [If the printer still does not print](#)

Verify the following

Verify the following conditions if the printer is not printing:

- The printer is connected to the power source.
- The cable connections are secure.

- The printer is turned on.
- The print cartridges are the correct print cartridges for the printer and are properly installed.

For more information, see [Print cartridges](#) and [Installation instructions](#).

- The paper or other media is correctly loaded in the paper tray.
- The printer cover is closed.
- The rear access door is attached.

Check the printer cable connection

If your printer and computer are connected with a USB cable and the devices are not communicating with each other, try the following:

- Make sure the power cord is firmly connected to the printer and plugged into a power outlet.
- Check the USB cable. If you are using an older cable, it might not be working properly. If you experience problems, the USB cable might need to be replaced. Also verify that the cable does not exceed 3 meters (9.8 feet) in length.
- Check the connection from your printer to your computer. Verify that the USB cable is securely plugged into the USB port on the back of your printer. Make sure the other end of the USB cable is plugged into a USB port on your computer. After the cable is connected properly, turn your printer off and then on again.
- If you are connecting the printer through a USB hub, make sure the hub is turned on. If the hub is on, try connecting the printer directly to your computer.
- Try connecting the USB cable to another USB port on your computer. After you check the connections, try restarting your computer. Turn your printer off and then on again.



NOTE: For best printing performance, use a USB 2.0 compatible cable.

Clear the print queue

Cause: When you start a print job, it is sent to a list called the “print queue.” If the printer stops printing before the job is complete, the print job might be stalled in the print queue.

Solution:

To resolve a print job that is stalled in the queue

1. For Windows 2000, click **Start**, click **Settings**, and then click **Printers**.
For Windows XP, click **Start**, and then click **Printers and Faxes**.
For Windows Vista, click **Start**, click **Control Panel**, and then click **Printers**.
2. Double-click the name of the HP Printer.
3. Click the **Printer** menu, and then click **Pause Printing**.
4. Click the **Printer** menu again, and then click **Cancel All Documents**.
5. Click **Yes** to confirm the cancellation.
6. Click the **Printer** menu, and then uncheck **Pause Printing**.
7. If there are still documents in the list, restart the computer.
8. After restarting, if there are still documents in the list, repeat steps 1 – 6.

After resolving a print job that is stalled in the print queue, the print queue still might not be clear. In that situation, you need to stop and then restart the print service.

To stop and restart the print service

1. For Windows 2000 and Vista, click **Start**, click **Control Panel**, and then click **Administrative Tools**.

For Windows XP, click **Start**, click **Control Panel**, click **Performance and Maintenance**, and then click **Administrative Tools**.

2. Double-click **Services**, and then double-click **Print Spooler**.



NOTE: If you are using Windows Vista and you are prompted to grant permission, click **Continue**.

3. Click **Stop**, and then click **Start** to restart the print service.
4. Click **OK** to close the window.

Printer is stalled

If the printer stalls while printing a document, raise the printer cover, and then disconnect the power cable from the back of the printer.

△ **CAUTION:** First, check for any loose or broken parts in the printer. If you find loose or broken parts, go to www.hp.com/support.

If there are no loose or broken parts, follow these steps:

1. Check for and remove any obstacles, such as packing tape or materials, that prevent the print cartridges from moving back and forth.
2. Make sure the print cartridges are installed securely in the print cartridge cradle.
For more information, see [Installation instructions](#).
3. Make sure the tri-color print cartridge is installed in the left side of the cradle and the black or photo print cartridge is installed in the right side of the cradle.
4. Check for and clear any paper jam.
For more information, see [Paper jam](#).
5. Lower the printer cover.
6. Connect the power cable to the back of the printer, and then turn on the printer.

If the printer still does not print

1. Select the topic below that best describes the problem:
 - [Paper jam](#)
 - [Out-of-paper message](#)
 - [Printer is stalled](#)
2. If the printer still does not print, shut down, and then restart your computer.

Document prints slowly

If the printer prints slowly, there could be several reasons. For more information, check the following topics:

- [Multiple software programs are open](#)
- [Complex documents, graphics, or photos are printing](#)
- [Best or Maximum dpi print mode is selected](#)
- [Printer is in ink-backup mode](#)
- [Printer software is outdated](#)
- [Computer does not meet system requirements](#)

Multiple software programs are open

The computer resources are insufficient for the printer to print at its optimum speed. To increase printer speed, close all unnecessary software programs when printing.

Complex documents, graphics, or photos are printing

Documents containing graphics or photos print more slowly than text documents.

Best or Maximum dpi print mode is selected

The printer prints more slowly when Best or Maximum dpi is selected as the print quality. To increase the printer speed, select a different print quality mode.

Printer is in ink-backup mode

The printer might print more slowly if it is in ink-backup mode. For more information, see [Ink-backup mode](#).

To increase the print speed, use two print cartridges in the printer.

Printer software is outdated

Outdated printer software might be installed.

For information about updating the printer software, see [Download printer software updates](#).

Computer does not meet system requirements

If your computer does not have enough RAM or a large amount of free space on the hard drive, the printer processing time will be longer.

1. Verify that the computer hard disk space, RAM, and processor speed meet the system requirements.
The system requirements are listed in the Readme file that came with the printer.
2. Make space available on the hard drive by deleting unwanted files.

Print cartridge problems

If the printer slows down or cannot print, there could be a problem with the print cartridge. For more information, check the following topics:

- [Incorrect or missing print cartridge](#)
- [Print cartridge is faulty or not installed properly](#)
- ["Print cartridge is in the wrong slot" message](#)
- [Low on ink](#)
- ["Printing in ink-backup mode" message](#)

Incorrect or missing print cartridge

Cause: If the correct print cartridges have not been installed or if the print cartridges are missing, the printer cannot print.

Solution:

To verify and install the correct print cartridges

1. Open the printer cover.
2. Read the selection number on the print cartridge label.



1	Selection number
---	------------------

3. Check the list of print cartridges that can be used in the printer.
 - a. Open the printer [Toolbox](#).
 - b. Click the **Estimated Ink Levels** tab.
 - c. Click the **Print Cartridge Information** button and view the list of print cartridge selection numbers.

The reference guide that came with the printer also shows the print cartridge selection numbers.
4. If the print cartridge selection number is correct, try cleaning the print cartridge. For more information, see [Manually clean print cartridges](#).
5. If the print cartridge has the wrong selection number, install a new print cartridge. For more information, see [Installation instructions](#).
6. Close the printer cover.

If the Power light is not flashing, then the problem is fixed.

If the Power light is flashing, visit HP Technical Support at www.hp.com/support.

Print cartridge is faulty or not installed properly

Cause: The printer cannot print if the print cartridges are faulty, or if they are not installed properly.

Solution:

To resolve the problem

1. Raise the printer cover.
2. Do one of the following:
 - If an error message is displayed on screen, remove the print cartridge that is named in the error message. Go to step 3.
 - If an error message is not displayed, remove and reinstall each print cartridge and close the printer cover.
If the Power light is not flashing, the problem is solved.
If the Power light is flashing, go to step 4.
3. Reinstall the print cartridge and close the printer cover. For more information, see [Installation instructions](#).
If the Power light is not flashing, the problem is solved.
If the Power light is flashing, go to step 4.
4. [Manually clean](#) the print cartridge.
5. Reinsert the print cartridge in the printer and close the printer cover.
If the Power light is still flashing, the print cartridge is faulty and must be replaced.



NOTE: You can print with one print cartridge in ink-backup mode if you do not have a replacement print cartridge available. For more information, see [Ink-backup mode](#).

6. If the Power light continues to flash after replacing the print cartridge, visit HP Technical Support at www.hp.com/support.
-

"Print cartridge is in the wrong slot" message

Cause: If you receive this error message, the print cartridge is installed in the wrong side of the print cartridge cradle.

Solution: Always install the tri-color print cartridge in the left print cartridge cradle compartment.

Install the black or photo print cartridge in the right print cartridge cradle compartment.

Low on ink

Cause: At least one of the print cartridges is estimated to be low on ink and may need to be replaced soon.

Solution: Have a replacement cartridge on hand to avoid printing interruptions. You do not have to replace the cartridge until print quality deteriorates. If you have installed

a refilled or remanufactured print cartridge, or a cartridge that has been used in another printer, the ink level indicator will be inaccurate or unavailable.

For information on how to replace print cartridges, see [Replace print cartridges](#).

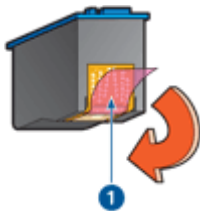
"Printing in ink-backup mode" message

Cause: When the printer detects that only one print cartridge is installed, ink-backup mode is initiated. This printing mode lets you print with a single print cartridge, but it slows the printer and affects the quality of printouts.

Solution: If you receive the ink-backup mode message and two print cartridges are installed in the printer, verify that the protective piece of plastic tape has been removed from each print cartridge. When plastic tape covers the print cartridge contacts, the printer cannot detect that the print cartridge is installed.

To remove plastic tape from a print cartridge

- ▲ Hold the print cartridge so that the copper strips are on the bottom and facing toward the printer, and then carefully remove the plastic tape.



1	Remove plastic tape
---	---------------------

-
- △ **CAUTION:** Do not touch the print cartridge ink nozzles or copper contacts. Touching these parts will result in clogs, ink failure, and bad electrical connections. Do not remove the copper strips. They are required electrical contacts.
-

Paper problems

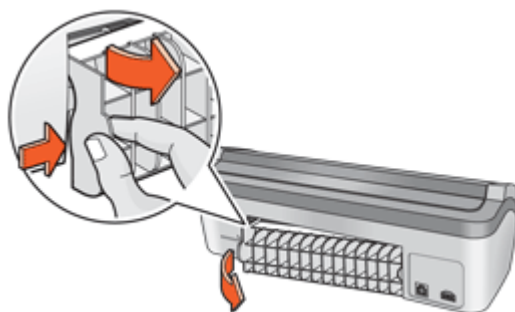
To clear a paper jam or resolve other paper problems, check the following topics:

- [Paper jam](#)
- [Printer does not feed paper](#)
- [Out-of-paper message](#)
- [Printer prints on multiple sheets at once](#)

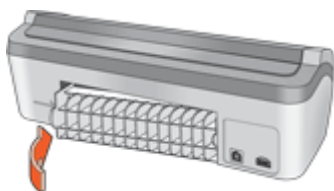
Paper jam

To clear a paper jam

1. Remove the paper from the input tray.
2. If you are printing labels, verify that a label did not become detached from the label sheet while passing through the printer.
3. Turn off the printer.
4. Disconnect the printer power cord from the electrical outlet.
5. Remove the rear access door. Press the handle to the right, and then pull out the door.




6. Remove the paper jam from the back of the printer, and then replace the rear access door securely.



7. If the paper jam cannot be removed from the back of the printer, raise the printer cover, remove the paper jam from the front of the printer, and then lower the cover.

△ **CAUTION:** Remove the paper jam carefully as it is possible to damage the printer when removing paper from the front.

8. Reload paper in the input tray.
9. Reconnect the printer power cord to the electrical outlet.
10. Turn on the printer.
11. Reprint the document.

 **NOTE:** If paper jams occur frequently, try using a heavier paper. See [Printer specifications](#) for paper weight specifications.

Printer does not feed paper

Solution: Try one or more of the following solutions:

- Reduce the number of sheets in the paper tray.
 - Remove the paper from the paper tray, and then reload it.
 - Use a different type of paper.
-

Out-of-paper message

Follow the appropriate steps for the condition that exists.

- [If the input tray contains paper](#)
- [If the input tray is empty](#)

If the input tray contains paper

1. Verify the following:
 - A sufficient amount of paper is in the input tray (at least ten sheets).
 - The input tray is not overly full.
 - The paper stack is touching the back of the input tray.
2. Slide the paper guide so it fits firmly against the edge of the paper.
3. Click **Continue** to resume printing.

If the input tray is empty

1. Load paper in the tray.
2. Push the paper forward until it stops.
3. Slide the paper guide so that it fits firmly against the edge of the paper.
4. Click **Continue** to resume printing.

Printer prints on multiple sheets at once

If the printer prints on multiple sheets at once, check the following:

- [Paper weight](#)
- [Paper might be loaded improperly](#)

Paper weight

The printer might print on multiple sheets of paper at once if the paper is under the recommended [paper weight](#). Use paper that is within the recommended specifications.

Paper might be loaded improperly

The printer might print on multiple sheets of paper at once if the paper is loaded too far toward the back of the printer or if the paper guide is not positioned firmly against the paper. Reload the paper into the paper tray, pushing the paper until you feel resistance, and then slide the paper guide firmly against the edge of the paper stack.

The printer also might print on multiple sheets if different paper types are loaded in the printer. For example, photo paper might be mixed with plain paper. Empty the paper tray and load only the paper type that is appropriate for the document that you are printing.

Photos do not print correctly

If your photos do not print correctly, check the paper tray or printer properties.

- [Check the paper tray](#)
- [Check the printer properties](#)

Check the paper tray

1. Verify that the photo paper is placed in the paper tray with the side to be printed on facing down.
2. Slide the paper forward until it stops.
3. Slide the paper guide firmly against the edge of the paper.
Do not press the guide so firmly against the paper that the paper bends or curls.

Check the printer properties

Open the [Printer Properties dialog box](#) and verify the following options:

Tab	Setting
Features	Size: An appropriate paper size
	Paper Type: An appropriate photo paper
	Print Quality: Best or Maximum dpi

Problems with borderless documents

If you are having problems with printing borderless documents and photos, observe the guidelines and check the solutions in the following topics:

- [Borderless printing guidelines](#)
- [Image is printed at an angle](#)
- [Fading occurs on the edges of a photo](#)
- [Photo has an unwanted border](#)

Borderless printing guidelines

When printing borderless photos or brochures, follow these guidelines:

- Verify that the paper size that is specified in the **Paper Size** drop-down list on the **Printing Shortcuts** tab matches the size of the paper that is loaded in the paper tray.
- Select the appropriate paper type in the **Paper Type** drop-down list on the **Printing Shortcuts** tab.
- If printing in grayscale, select **High Quality** under **Print in Grayscale** on the **Color** tab.
- Do not print borderless documents in ink-backup mode. Always have two print cartridges installed in the printer when printing borderless documents.
For more information, see [Ink-backup mode](#).

Image is printed at an angle



Verify that no problem exists with the source image. For example, if you are printing a scanned image, verify that the image was not crooked when it was scanned.

If the problem is not caused by the source image, follow these steps:

1. Remove all paper from the input tray.
2. Load the paper correctly in the input tray.
3. Verify that the paper guide fits firmly against the edge of the paper.
4. Follow loading instructions for the paper type.

Fading occurs on the edges of a photo



Verify that the photo paper is not curled. If the photo paper is curled, place the paper in a plastic bag and gently bend it in the opposite direction of the curl until the paper lies flat. If the problem persists, then use photo paper that is not curled.

For instructions about preventing photo paper from curling, see [Store and handle photo paper](#).

Photo has an unwanted border

- [For small photo paper](#)
- [For small photo paper with a tear-off tab](#)

For small photo paper

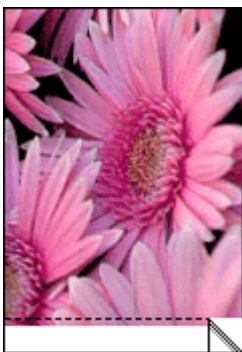


If the printout has an unwanted border, try the following solutions:

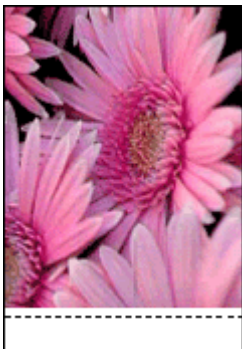
- [Align the print cartridges.](#)
- Open the [Printer Properties dialog box](#), click the **Features** tab, and verify that the selected paper size matches both the paper size that the photo is formatted for and the size of the paper that is loaded in the printer.
- Verify that no problem exists with the source image. For example, if you are printing a scanned image, verify that the image was not crooked when it was scanned.
- Verify that the software application you are using supports borderless printing.

For small photo paper with a tear-off tab

If the border appears below the tear-off tab, then remove the tab.



If the border appears above the tear-off tab, then [align the print cartridges](#).



Print quality is poor

If you are having problems with print quality, try the solutions in this section and observe the following guidelines:

- Replace refilled or empty cartridges.
- Check the device settings to make sure that the print mode and paper selection is correct for the paper and the task.
For more information, see [Select a paper type](#).
- Print and evaluate a self-test.
For more information, see [Print a test page](#).
If the self-test shows a defect, try the following:
 - Clean the print cartridges automatically. For more information, see [Automatically clean print cartridges](#).
 - If there are ink streaks in your prints, clean the electrical contacts. For more information, see [Manually clean print cartridges](#).
 - Replace the print cartridge. For more information, see [Replace print cartridges](#).
- If the self-test does not show a problem, investigate other causes, such as the image file or software program.

For additional print cartridge troubleshooting, visit the HP Web site at www.hp.com/support.

This section contains the following topics:

- [Faded prints with ink streaks](#)
- [Prints are faded](#)
- [Blank pages print](#)

Faded prints with ink streaks

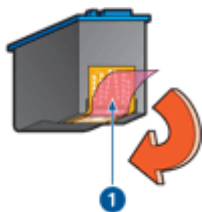
Solution: If your printed pages faded or if they contain ink streaks, the print cartridges might be low on ink or might need to be cleaned. For more information, see [View estimated ink levels](#) and [Automatically clean print cartridges](#).

Prints are faded

Solution:

- Verify that neither of the print cartridges is low on ink.
For more information, see [View estimated ink levels](#). If a print cartridge is low on ink, consider replacing the print cartridge. For the correct part numbers, see the reference guide that came with the printer.
- Verify that a black print cartridge is installed.
If the black text and images on your printouts are faded, you might be printing with only the tri-color print cartridge. Insert a black print cartridge, in addition to the tri-color print cartridge, for optimal black print quality.

- Verify that the protective piece of plastic tape has been removed from the print cartridges.



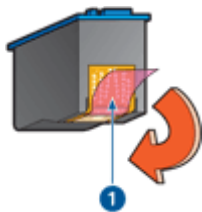
1	Remove plastic tape
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- Consider selecting a higher [print quality](#).

Blank pages print

Solution:

- The protective piece of plastic tape might still be attached to the print cartridges. Verify that the plastic tape has been removed from the print cartridges.



1	Remove plastic tape
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- The print cartridges might be out of ink. Replace one or both empty print cartridges. For more information, see [View estimated ink levels](#).

Document is misprinted

If your document does not print correctly, check the following topics to see how the issues might be resolved:

- [Text and images are misaligned](#)
- [Document is printed off-center or at an angle](#)
- [Parts of the document are missing or printed in the wrong place](#)

- [Envelope is printed at an angle](#)
- [Document does not reflect the new print settings](#)

Text and images are misaligned

If the text and images on your printouts are misaligned, then [align](#) the print cartridges.

Document is printed off-center or at an angle

1. Verify that the paper is correctly placed in the input tray.
2. Verify that the paper guide fits firmly against the edge of the paper.
3. Reprint the document.

Parts of the document are missing or printed in the wrong place

Open the [Printer Properties dialog box](#) and confirm the following options:

Tab	Setting
Features	Portrait or Landscape: Verify the appropriate orientation.
	Size: Verify the appropriate paper size.
	Scale to paper size: Select this option to scale text and graphics to the paper size specified in the corresponding drop-down list.

If parts of the document are still missing, the printer settings might be overridden by the software program print settings. Select the appropriate print settings from within the software program.

Envelope is printed at an angle

1. Slide the flap inside the envelope before loading it in the printer.
2. Confirm that the paper guide fits firmly against the edge of the envelope.
3. Reprint the envelope.

Document does not reflect the new print settings

The printer settings might differ from the software program print settings. Select the appropriate print settings within the software program.

If you continue to have problems

If you continue to have problems after investigating the troubleshooting topics, shut down your computer and then restart it.

If you still have questions after restarting your computer, visit HP Technical Support at www.hp.com/support.

For information about the support process, see [HP support](#).

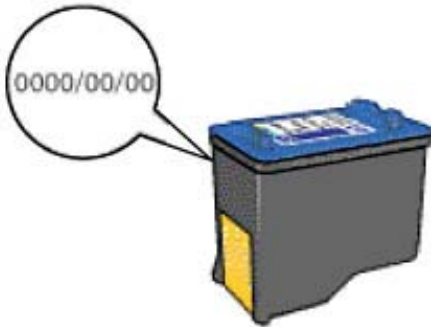
A HP support

- [Ink cartridge warranty information](#)
- [Support process](#)
- [HP support by phone](#)

Ink cartridge warranty information

The HP cartridge(s) warranty is applicable when the product is used in its designated HP printing device. This warranty does not cover HP ink products that have been refilled, remanufactured, refurbished, misused, or tampered with.

During the warranty period the product is covered as long as the HP ink is not depleted and the end of warranty date has not been reached. The end of warranty date, in YYYY/MM/DD format, may be found on the product as indicated:



For a copy of the HP Limited Warranty Statement, see the Reference Guide that came with the printer.

Support process

If you have a problem, follow these steps

1. Check the documentation that came with the HP Printer.
2. Visit the HP online support Web site at www.hp.com/support. HP online support is available to all HP customers. It is the fastest source for up-to-date device information and expert assistance and includes the following features:
 - Fast access to qualified online support specialists
 - Software and driver updates for your HP Printer
 - Valuable HP Printer and troubleshooting information for common problems
 - Proactive device updates, support alerts, and HP newsgrams that are available when you register your device
3. For Europe only: Contact your local point of purchase. If your device has a hardware failure, you will be asked to bring it back to your local point of purchase. (Service is provided at no charge during the device limited warranty period. After the warranty period, you will be quoted a service charge.)
4. Call HP support. Support options and availability vary by device, country/region, and language.

HP support by phone

- [Phone support period](#)
- [Placing a call](#)
- [After the phone support period](#)

Phone support period

One year of phone support is available in North America, Asia Pacific, and Latin America (including Mexico). To determine the duration of phone support in Europe, the Middle East, and Africa, go to www.hp.com/support. Standard phone company charges apply.

Placing a call

Call HP support while you are in front of the computer and the HP Printer. Be prepared to provide the following information:

- Device model number (located on the label on the front of the device)
- Device serial number (located on the back or bottom of the device)
- Messages that appear when the situation occurs
- Answers to these questions:
 - Has this situation happened before?
 - Can you re-create it?
 - Did you add any new hardware or software to your computer at about the time that this situation began?
 - Did anything else occur prior to this situation (such as a thunderstorm, device was moved, etc.)?

After the phone support period

After the phone support period, help is available from HP at an additional cost. Help may also be available at the HP online support Web site: www.hp.com/support. Contact your HP dealer or call the support phone number for your country/region to learn more about support options.

B Technical information

- [Printer specifications](#)
- [Environmental product stewardship program](#)
- [Regulatory notices](#)

Printer specifications

The HP Printer has the following specifications and requirements.

Physical specifications

Printer dimension: 143.5 mm high x 492 mm wide x 206 mm, 414 mm extended deep (5.65 inches high x 16.9 inches wide x 8.12 inches, 16.3 inches extended deep)

Printer weight (without print cartridges): 2.28 Kg (5.02 lbs) without print cartridges; 2.36 Kg (5.20 lbs) with print cartridges

Memory

384 KB integrated memory

Minimum system requirements

Software and system requirements are located in the Readme file.



NOTE: For best printing performance, use a USB 2.0 compatible cable.

Paper tray capacity

Plain paper sheets: Up to 80

Paper size

For a complete list of supported media sizes, see the printer software.

Paper weights

Letter Paper: 65 to 90 g/m² (16 to 24 lb)

Legal Paper: 70 to 90 g/m² (20 to 24 lb)

Envelopes: 70 to 90 g/m² (20 to 24 lb)

Cards: Up to 200 g/m² (110-lb index maximum)

Photo Paper: Up to 280 g/m² (75-lb index maximum)

Environmental product stewardship program

Hewlett-Packard is committed to providing quality products in an environmentally sound manner. Design for recycling has been incorporated into this product. The number of materials has been kept to a minimum while ensuring proper functionality and reliability. Dissimilar materials have been designed to separate easily. Fasteners and other connections are easy to locate, access, and remove using common tools. High priority parts have been designed to access quickly for efficient disassembly and repair.

For more information, visit HP's Commitment to the Environment Web site at:

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

This section contains the following topics:

- [Paper use](#)
- [Plastics](#)
- [Material safety data sheets](#)

- [Recycling program](#)
- [HP inkjet supplies recycling program](#)
- [Energy consumption](#)
- [Disposal of waste equipment by users in private households in the European Union](#)

Paper use

This product is suited for the use of recycled paper according to DIN 19309 and EN 12281:2002.

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 product life.

Material safety data sheets

Material safety data sheets (MSDS) can be obtained from the HP Web site at:

www.hp.com/go/msds

Recycling program

HP offers an increasing number of product return and recycling programs in many countries/regions, and partners with some of the largest electronic recycling centers throughout the world. HP conserves resources by reselling some of its most popular products. For more information regarding recycling of HP products, please visit:

For more information regarding recycling of HP products, please visit:

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

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 and ink cartridges free of charge. For more information, go to the following Web site:

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

Energy consumption

This product is designed to reduce power consumption and save natural resources without compromising product performance. It has been designed to reduce total energy consumption both during operation and when the device is not active. Specific information on power consumption may be found in the printed documentation that came with the HP Printer.



Regulatory notices

- 90 Technical information

- [VCCI \(Class B\) compliance statement for users in Japan](#)
- [Notice to users in Japan about the power cord](#)
- [Toxic and hazardous substance table](#)
- [HP 910 Printer declaration of conformity](#)

FCC statement

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.

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. These 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.

For further information, contact:

Manager of Corporate Product Regulations
Hewlett-Packard Company
3000 Hanover Street
Palo Alto, Ca 94304
(650) 857-1501

Modifications (part 15.21)

The FCC requires the user to be notified that any changes or modifications made to this device that are not expressly approved by HP may void the user's authority to operate the equipment.

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

LED indicator statement

LED indicator statement

The display LEDs meet the requirements of EN 60825-1.

Notice to users in Korea

사용자 안내문(B급 기기)

이 기기는 비업무용으로 전자파 적합 등록을 받은 기기로서, 주거지역에서는 물론 모든 지역에서 사용할 수 있습니다.

VCCI (Class B) compliance statement for users in Japan

この装置は、情報処理装置等電波障害自主規制協議会（VCCI）の基準に基づくクラス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。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 Japan about the power cord


製品には、同梱された電源コードをお使い下さい。

同梱された電源コードは、他の製品では使用出来ません。

Toxic and hazardous substance table

有毒有害物質表						
根据中国《电子信息产品污染控制管理办法》						
零件描述	有毒有害物質元素					
	铅	汞	铜	六价铬	多溴联苯	多溴联苯醚
外壳和托盒*	0	0	0	0	0	0
电线*	0	0	0	0	0	0
印刷电路板*	X	0	0	0	0	0
打印系统*	X	0	0	0	0	0
显示器*	X	0	0	0	0	0
喷墨打印机墨盒*	0	0	0	0	0	0
驱动光盘*	X	0	0	0	0	0
扫描仪*	X	X	0	0	0	0
网络配件*	X	0	0	0	0	0
电池板*	X	0	0	0	0	0
自动双面打印系统*	0	0	0	0	0	0
外部电源*	X	0	0	0	0	0

0: 指此零件的所有均一材质中包含的这种有毒有害物質, 含量低于SJ/T11363-2006 的限制
 X: 指此零件使用的均一材质中至少有一种包含的这种有毒有害物質, 含量高于SJ/T11363-2006 的限制
 注: 环保使用期限的参考标识取决于产品正常工作的温度和湿度等条件
 *以上只适用于使用这些零件的产品

 invent	DECLARATION OF CONFORMITY according to ISO/IEC 17050-1 and EN 17050-1	
DoC #: VCVRA-0702-01		
Supplier's Name: Supplier's Address:	Hewlett-Packard Company 60 Alexandra Terrace, #07-01 The Comtech, Singapore 118502	
declares, that the product Product Name and Model:	HP Deskjet D2400 Series HP Deskjet D1400 Series HP 910	
Regulatory Model Number: ¹⁾ AC Power Adapter: Product Options:	VCVRA-0702 0957-2231 All	
conforms to the following Product Specifications and Regulations:		
EMC: Class B CISPR 22:1997 + A1:2000 + A2:2002 EN 55022:1998 + A1:2000 + A2:2003 EN 55024:1998 + A1:2001 + A2:2003 EN 61000-3-2:2000 (2nd Edition) EN 61000-3-3:1995 + A1:2001 FCC CFR 47 Part 15 CISPR 24:1997 + A1:2001 + A2:2002		
Safety: EN 60950-1:2001 EN 60825-1:1994 + A1:2002 + A2:2001 IEC 60950-1:2001 IEC 60825-1:1993 + A1:1997 + A2:2001		
<p>This device complies with part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.</p> <p>The product herewith complies with the requirements of the Low Voltage Directive 2006/95/EC, the EMC Directive 89/336/EEC, and carries the CE marking accordingly.</p>		
Additional Information:		
<ol style="list-style-type: none"> 1) This product is assigned a Regulatory Model Number which stays with the regulatory aspects of the design. The Regulatory Model Number is the main product identifier in the regulatory documentation and test reports, this number should not be confused with the marketing name or the product numbers. 2) This handset is not in compliance with FCC rules in 47 CFR 68.316 for Hearing Aid Compatible. The FCC prohibits its use in elevators, highways, tunnels for automobiles, trains or subways, and in workplaces. 		
Local contact for regulatory topics only: EMEA: Hewlett-Packard GmbH, HQ-TRE, Herrenberger Strasse 140, 71034 Boesingen, Germany U.S.: Hewlett-Packard, 3000 Hanover St., Palo Alto 94304, U.S.A. 650-857-1501		

Index

A

accessibility 2
after the support period 87
aligning print cartridges 60

B

booklet printing 40
borderless printing 80
bound two-sided printing 51
brochure printing 38
buttons
 Cancel button 11
 Power button 10

C

calling HP support 87
CD/DVD tattoo printing 36
cleaning
 print cartridges
 automatically 61
 print cartridges manually 63
 printer body 62
clearing the print queue 72
color calibration 61
custom paper size 49

D

declaration of conformity
 United States 93
default print settings 53
default printer 53
digital photos 25
document is misprinted
 document is printed off-center or at an angle 85
document printing 29
document prints slowly
 complex documents are printing 74
 ink-backup mode 74
 Maximum dpi selected 74
 multiple programs are open 74
 printer software is outdated 74
 system requirements 74

dpi, maximum 50
duplexing 48, 51

E

e-mail printing 28
envelope printing 32
environment
 Environmental product stewardship program 88
Environmental information
 material safety data sheets 89
 paper use 89
 plastics 89
 recycling program 89
error messages
 other errors 68
 out-of-paper message 79
 print cartridge errors 67
estimated ink level 62
Exif Print 26

F

fast/economical printing 47

G

general everyday printing 48
grayscale printing 47
greeting card printing 39

H

Hewlett-Packard Company notices 2
HP Photosmart Software downloading 56

I

index card printing 34
ink
 low 76
Ink Status window 55
ink, removing ink from skin and clothing 62
ink-backup mode 18
input tray 13

installation

 program stops 68
installing print cartridges 57
iron-on transfer printing 43

L

label printing 35
letter printing 30
lights
 Power light 10
low ink 62

M

maintenance
 print cartridges 64
 printer 57
 printer body 62
maximum dpi 50

O

Order supplies 66
other document printing 28
output tray 14

P

page order, setting 46
paper guide 14
paper jam 78
Paper or other media ordering 66
paper tray
 folding paper tray 15
 unfolding paper tray 12
paper trays
 input tray 13
 output tray 14
paper type, selecting 49
phone support period
 period for support 87
photo fix options 25
photo has unwanted border
 for small photo paper 82
photo paper, storing and handling 26
photo print cartridge 25

- photo printing
 - borderless photos 21
 - photos with a border 23
 - saving money 27
 - photo printing problems
 - verifying print settings 80
 - photos
 - digital 25
 - do not print correctly 80
 - placing a call 87
 - postcard printing 33
 - poster printing 42
 - power light is flashing
 - if an error message appears 71
 - if no error message appears 71
 - presentation printing 52
 - print cartridge problems
 - incorrect print cartridge 75
 - print cartridges
 - aligning 60
 - cleaning automatically 61
 - cleaning manually 63
 - faulty 76
 - installing 57
 - low on ink 76
 - maintaining 64
 - not installed properly 76
 - ordering information 62
 - photo print cartridge 25
 - problem message 76
 - selection numbers 57
 - used with the printer 17
 - Print or ink cartridges
 - ordering 66
 - print preview 48
 - print quality
 - blank pages print 84
 - print queue, clearing 72
 - print resolution 50
 - print settings
 - changing 54
 - default settings 53
 - print speed 49
 - printer does not feed paper 79
 - printer features 8
 - printer is not printing 71
 - printer is stalled 73
 - printer maintenance 57
 - printer name does not appear 70
 - printer prints on multiple sheets
 - at once 79
 - printer properties 54
 - printer software
 - downloading updates 56
 - printer specifications 88
 - printer Toolbox 65
 - printer troubleshooting 67
 - printing
 - 4800 x 1200 optimized dpi 50
 - booklets 40
 - borderless photos 21
 - bound two-sided printing 51
 - brochures 38
 - CD/DVD tattoos 36
 - custom paper size 49
 - digital photos 25
 - documents 29
 - e-mails 28
 - envelopes 32
 - Exif Print 26
 - fast/economical 47
 - general everyday printing 48
 - grayscale 47
 - greeting cards 39
 - high quality 50
 - index cards and small media 34
 - iron-on transfers 43
 - labels 35
 - letters 30
 - maximum dpi 50
 - multiple pages on single sheet 47
 - other documents 28
 - photos 21
 - photos with a border 23
 - postcards 33
 - posters 42
 - presentation printing 52
 - print preview 48
 - print quality 49
 - print resolution 50
 - print settings 54
 - print speed 49
 - resizing documents 51
 - selecting a paper type 49
 - setting the page order 46
 - software 53
 - tips 45
 - transparencies 37
 - two-sided printing 48
 - with one print cartridge 18
 - Printing Shortcuts tab 45
 - printing tips 45
 - problems with borderless documents
 - for small photo paper with a tear off tab 82
- R**
- Real Life Technologies 25
 - recycle
 - ink cartridges 89
 - regulatory notices
 - declaration of conformity (U.S.) 93
 - removing ink from skin and clothing 62
 - resizing documents 51
- S**
- settings 54
 - Supplies
 - ordering 66
- T**
- test page, printing 45
 - Toolbox 65
 - transparency printing 37
 - troubleshooting
 - borderless printing guidelines 80
 - borderless printing problems 80
 - document does not reflect new print settings 85
 - document prints slowly 74
 - envelope prints at angle 85
 - image prints at angle 81
 - ink streaks 83
 - installation program stops 68
 - misprinted document 84
 - multiple pages print at once 79
 - out-of-paper message 79
 - paper jam 78
 - parts of the document are missing or in wrong place 85
 - photo printing problems 80
 - poor print quality 83

- print is faded 83
- printer 67
 - printer does not feed
 - paper 79
 - printer is not printing 71
 - printer is stalled 73
 - printer name does not appear 70
 - text and images are misaligned 85
 - unwanted border on photo 81
- two-sided printing 48

U

- Unknown Device message 69
- updates
 - downloading for software 56
 - HP Photosmart Software 56
- USB
 - connecting the printer 20

W

- What's This help 55