



Cancel a print job

How do I?	Steps to perform
Cancel a print job from the product control panel (HP LaserJet P1006/P1009/P1500 Series only)	<p>To cancel the print job, press and release Cancel on the product control panel.</p> <p>NOTE: Pressing Cancel clears the job that the product is currently processing. If more than one process is running (for example, the product is printing a document while receiving a fax), pressing Cancel clears the process that currently appears on the product control panel.</p>
Cancel a print job from the software program	<p>Typically, a dialog box appears briefly on the computer screen, allowing you to cancel the print job.</p>
Cancel a print job from the Windows print queue	<ul style="list-style-type: none">• Windows 2000: Go to the Printer dialog box. Click Start, click Settings, and then click Printers. Double-click the product icon to open the window, select the print job, and then click Delete.• Windows XP: Click Start, click Settings, and then click Printers and Faxes. Double-click the product icon to open the window, right-click the print job that you want to cancel, and then click Cancel.• Windows Vista: Click Start, click Control Panel, and then, under Hardware and Sound, click Printer. Double-click the product icon to open the window, right-click the print job that you want to cancel, and then click Cancel.

