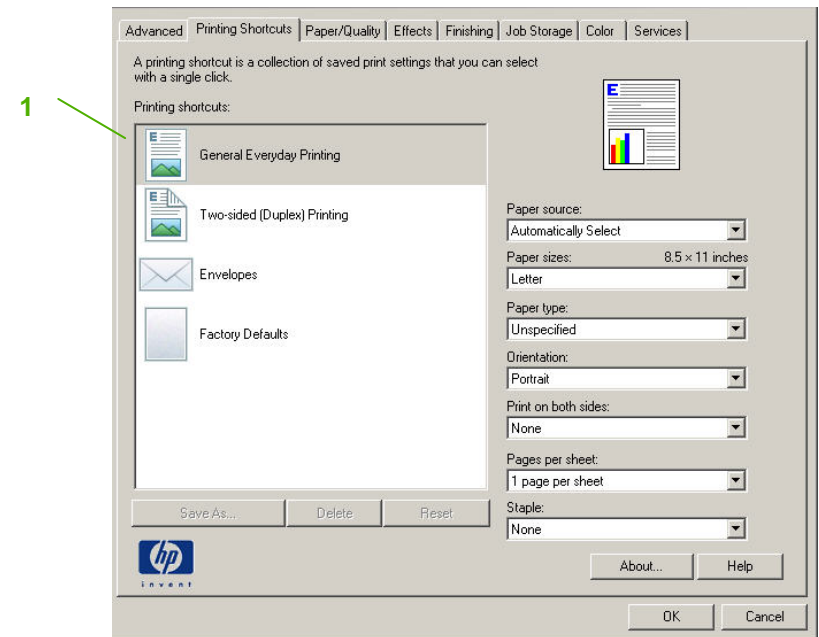PCL 6 is the default driver and is recommended for printing in all Windows environments. It provides the overall best speed, print quality, and product-feature support for most users, and has been developed to align with the Windows Graphic Device Interface (GDI) for the best speed in Windows environments. However, it might not be fully compatible with third-party and custom software programs that are based on PCL 5. To access the driver, see the "Open print driver (PCL 6 Driver)" document.

The HP UPD PCL5 driver installs from the Add Printer wizard. It is recommended for general office printing in Windows environments and is compatible with previous PCL versions and older HP LaserJet products. The HP UPD PCL5 driver is the best choice for printing from third-party or custom software programs and is the best choice when operating with mixed environments, which require the product to be set to PCL 5 (UNIX, Linux, and mainframe). It is designed for use in corporate Windows environments to provide a single driver for use with multiple printer models. It is preferred when printing to multiple printer models from a mobile Windows computer.
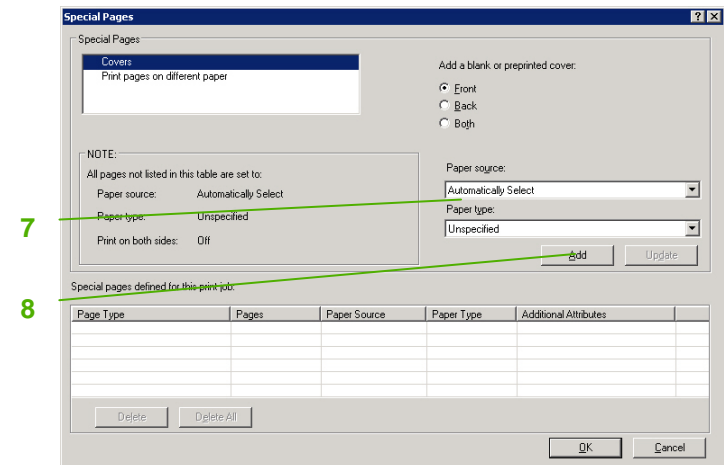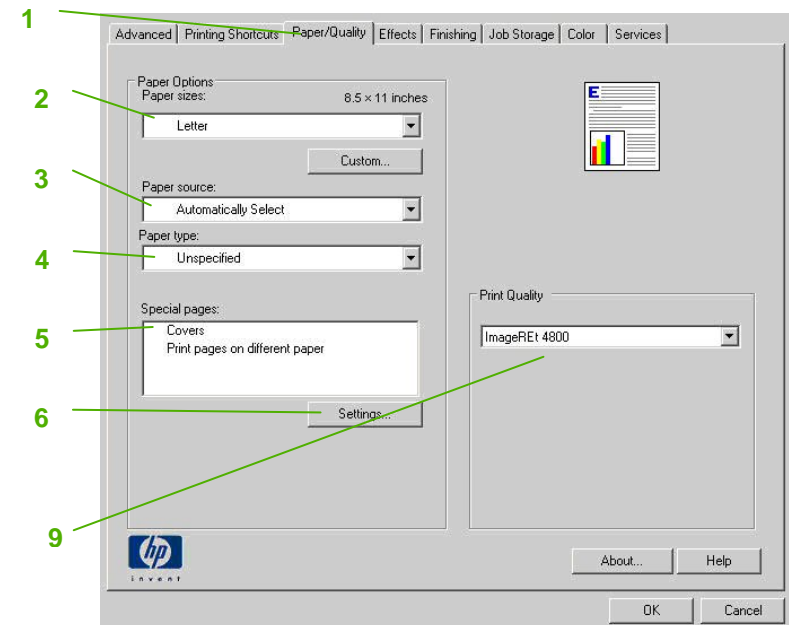
The HP UPD PS driver installs from the Add Printer wizard. It is recommended for printing with Adobe® software programs or with other highly graphics-intensive software programs. It provides support for postscript emulation needs and for postscript flash font support.

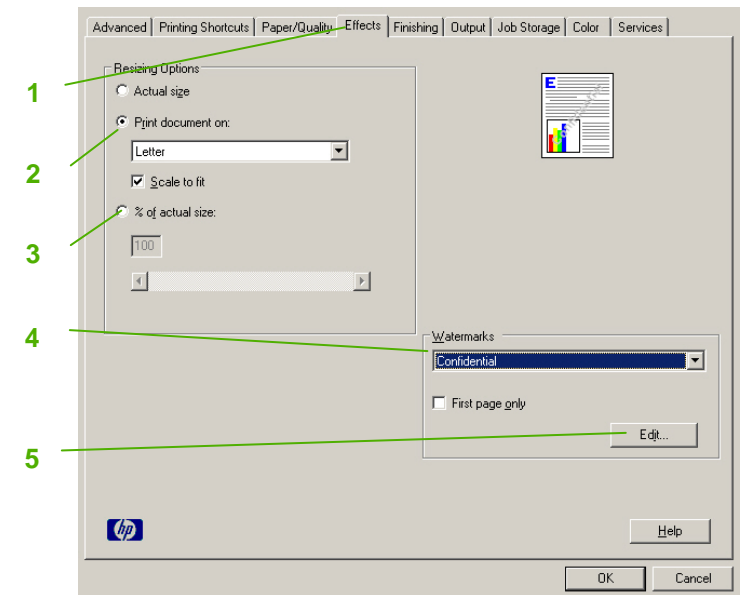| How do I	Steps to perform
Open the printer driver for printing options.	From a computer, click the **File** menu in any software program, click **Print**. Select the printer, and then click **Properties** or **Preferences** to display this screen (**1**).

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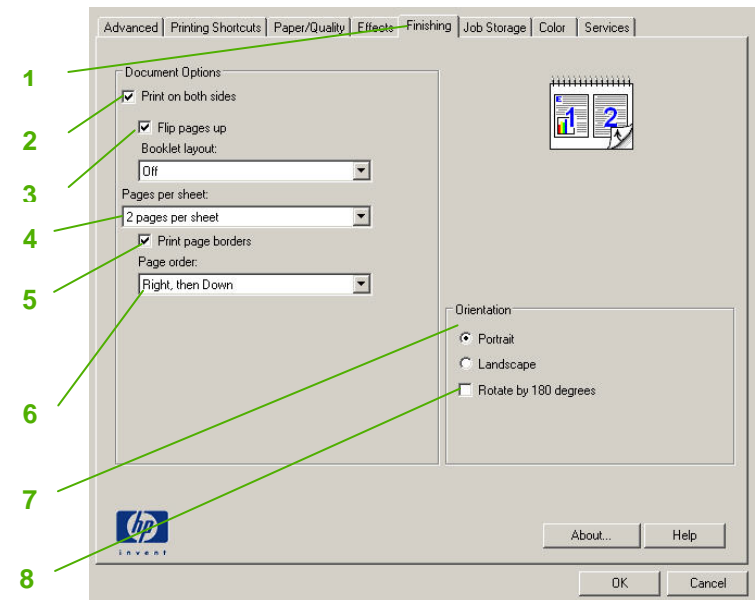| How do I	Steps to perform
Select a **page size**.	Click on the **Paper/Quality** tab (**1**). Select a size from the **Paper size** drop-down list (**2**).
Select a **paper source**.	Select a tray from the **Paper Source** drop-down list (**3**).
Select a **paper type**.	Select a type from the **Paper Type** drop-down list (**4**).
Print covers on different paper. Print the first or last page on different paper.	In the **Special pages** area (**5**), click **Covers** or **Print pages on different paper**, and then click **Settings** (**6**). Select an option to print a blank or preprinted front or back cover, or both. Or, select an option to print the first or last page on different paper. Select options from the **Paper source** and **Paper type** drop-down lists (**7**), and then click **Add** (**8**). Click **OK**.
Adjust the resolution of printed images.	In the **Print Quality** area (**9**), select an option from the first dropdown list. See the printer-driver online Help for information about each of the available options.

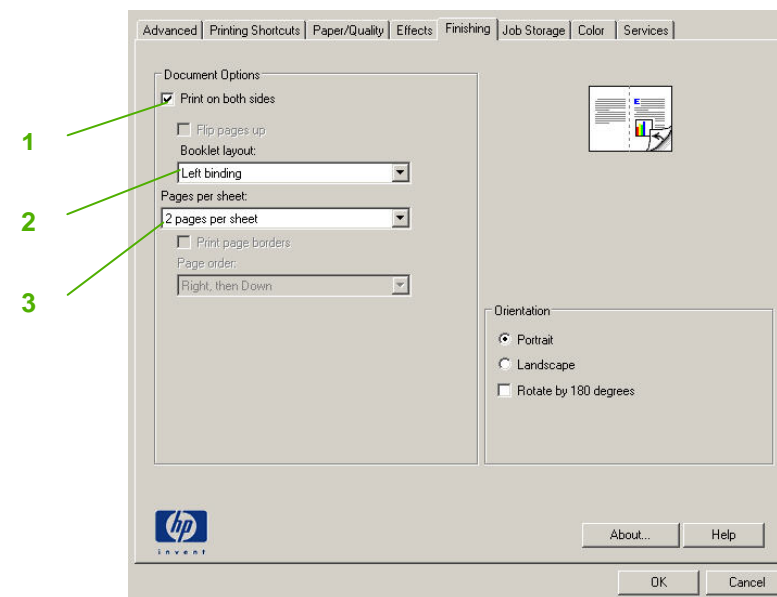| How do I	Steps to perform
Scale a page to fit on a selected paper size.	Click the **Effects** tab (**1**). Click **Print Document On** (**2**), and then select a size from the drop-down list.
Scale a page to print as a percent of the actual size	Click **% of actual size** (**3**), and then type the percent or adjust the slider bar.
Print a watermark.	Select a watermark from the **Watermarks** drop-down list (**4**). To print the watermark on the first page only, click **First page only**. Otherwise, the watermark is printed on each page.
Add or edit watermarks. **Note:** The printer driver must be stored on your PC for this to work.	In the Watermarks area, click **Edit** (**5**). The Watermark details dialog box opens. Specify the settings for the watermark, and then click **OK**.

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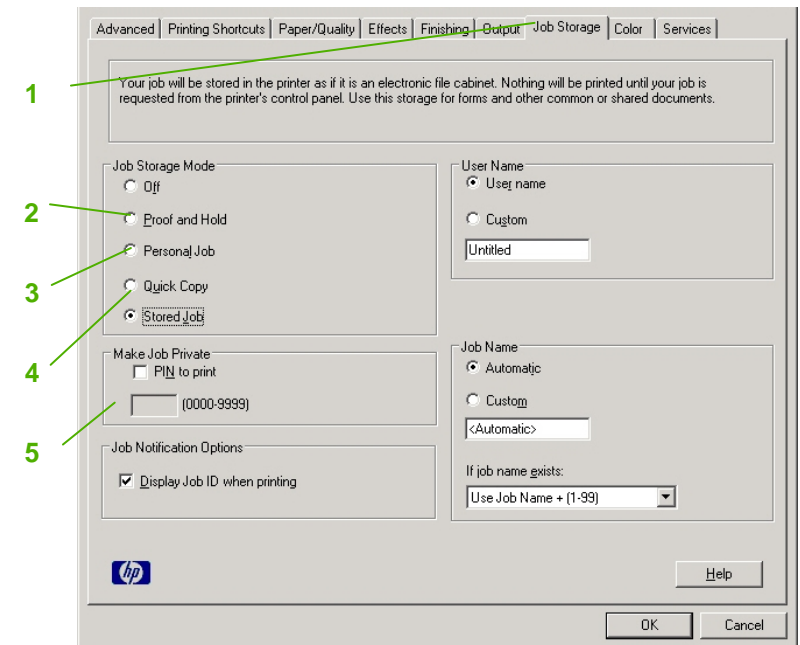| How do I	Steps to perform
Print on both sides (Duplex).	Click the **Finishing** tab (**1**). Click **Print on Both Sides** (**2**).
Bind the document along the top.	Click **Flip pages up** (**3**).
Print multiple pages per sheet.	Select the number of pages per sheet from the **Pages per sheet** drop-down list (**4**). Select the correct options for **Print page borders** (**5**) and **Page order** (**6**).
Select page orientation.	In the **Orientation** area (**7**), click **Portrait** or **Landscape**. To print the page image upside down, click **Rotate by 180 degrees** (**8**). Click **OK**.

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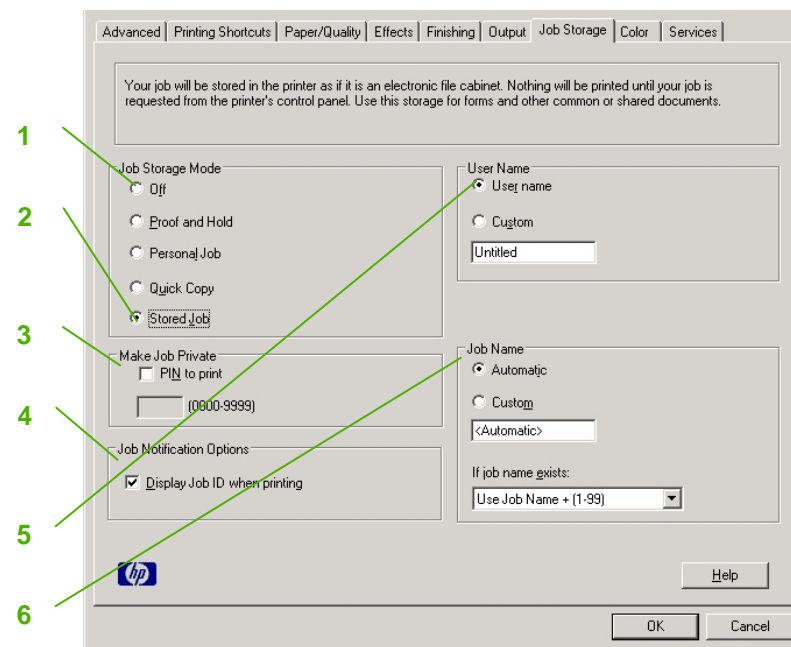| How do I	Steps to perform
Print a booklet.	Click **Print On Both Sides** (**1**). In the **Booklet layout** dropdown list (**2**), click **Left binding** or **Right binding**. The **Pages per sheet** option automatically changes to **2 pages per sheet** (**3**). Click **OK**.

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How do I	Steps to perform
Print a proof copy of a print job	Click the **Job Storage** tab (**1**). In the **Job Storage Mode** area, click **Proof and Hold** (**2**). The product prints the first copy only. A message appears on the product control panel that prompts you to print the rest of the copies.
Temporarily **store a private job** and print it later	In the **Job Storage Mode** area, click **Personal Job** (**3**). In the **Make Job Private** area (**5**), select **PIN to print** and enter a 4-digit personal identification number (PIN).
Temporarily store a job	In the **Job Storage Mode** area, click **Quick Copy** (**4**) One copy of the job is printed immediately, but you can print more copies from the product control panel. **NOTE:** These jobs are deleted if the product is turned off.

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How do I	Steps to perform
Permanently **store a private job** NOTE: A PIN is required to print a private job.	In the **Job Storage Mode** area (**1**), click **Stored Job** (**2**). In the **Make Job Private** area (**3**), click **PIN to print**. Enter a 4-digit personal identification number (PIN).
Receive notification when a stored job is printed	In the **Job Notification Options** area (**4**), click **Display Job ID when printing**.
Set the user name for a stored job	In the **User Name** area (**5**), click **User name** to use the Windows default user name. To provide a different user name, click **Custom** and type the name.
Specify a name for the stored job	In the **Job Name** area (**6**), click **Automatic** to use the default job name. To specify a job name, click **Custom** and type the name. Select an option from the **If job name exists** dropdown list. Select **Use Job Name + (1-99)** to add a number to the end of the existing name, or select **Replace Existing File** to overwrite a job that already has that name.

How do I	Steps to perform
Set sleep delay	This feature sets the time interval the product should remain inactive before entering sleep mode. The default is one hour. Scroll to and touch **Administration**. Touch **Time/Scheduling** (**1**) and then touch **Sleep Delay**. Touch the desired sleep-delay setting and then touch **Save**.