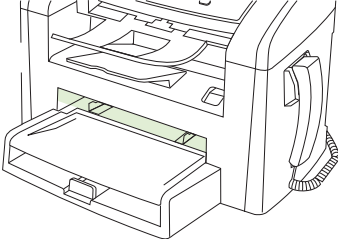
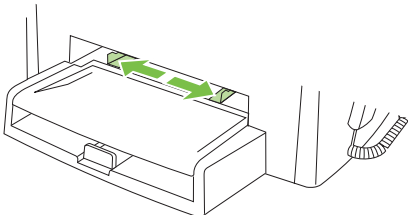
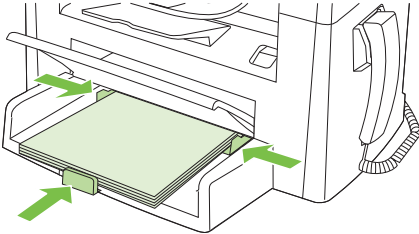




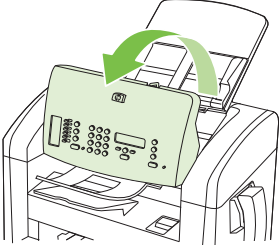
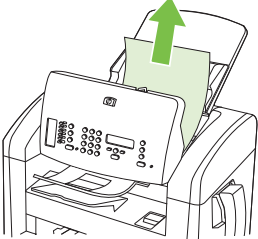
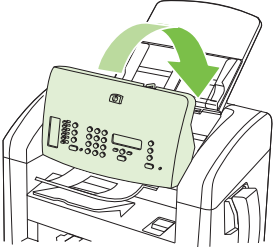
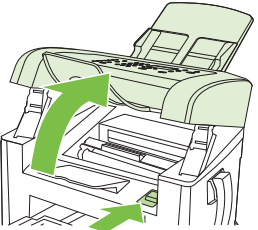
Load paper and print media

How do I?	Steps to perform
<p data-bbox="88 373 483 408">Load paper and print media</p> <p data-bbox="88 443 312 475">Priority input tray</p> <p data-bbox="88 683 703 821">NOTE: When you add new media, make sure that you remove all of the media from the input tray and straighten the stack of new media. Do not fan the media. This reduces jams by preventing multiple sheets of media from feeding through the product at one time.</p>	<p data-bbox="762 347 1335 427">The priority input tray is accessed from the front of the product. The product prints from the priority input tray before attempting to print from tray 1.</p> <ul data-bbox="743 496 1377 603" style="list-style-type: none"> • The priority input tray holds up to 10 sheets of 75 g/m² (20 lb) media or one envelope, one transparency, or one card. You can use the priority input tray to print the first page on media different from the remainder of the document. <p data-bbox="762 683 1373 794">Media guides ensure that the media is correctly fed into the product and that the print is not skewed (crooked on the media). When loading media, adjust the media guides to match the width of the media that you are using.</p>  
<p data-bbox="88 959 176 991">Tray 1</p>	<ul data-bbox="743 949 1365 1056" style="list-style-type: none"> • Tray 1 holds up to 250 pages of 75 g/m² (20 lb) paper, or fewer pages of heavier media (25 mm (0.9 in) or less stack height). Load media with the top forward and the side to be printed on facing down. <p data-bbox="762 1125 1362 1264">Media guides ensure that the media feeds correctly into the product and that the print is not skewed. Tray 1 has side and rear media guides. When loading media, adjust the media guides to match the length and width of the media that you are using.</p> 





Clear paper jams

How do I?	Steps to perform
<p data-bbox="100 368 453 403">Clear jams from the ADF</p> <p data-bbox="100 611 714 722">CAUTION: To prevent damage to the product, do not use an original that contains correction tape, correction fluid, paper clips, or staples. Also, do not load photographs, small originals, or fragile originals into the ADF.</p>	<ol data-bbox="745 341 1392 906" style="list-style-type: none"><li data-bbox="745 341 968 368">1 Open the ADF lid.<li data-bbox="745 611 1392 667">2 Carefully remove jammed media. Gently try to remove the page without tearing it.<li data-bbox="745 882 968 906">3 Close the ADF lid.   
<p data-bbox="100 1182 611 1217">Clear jams from the input-tray areas</p>	<ol data-bbox="745 1155 1094 1182" style="list-style-type: none"><li data-bbox="745 1155 1094 1182">1 Open the print-cartridge door. 



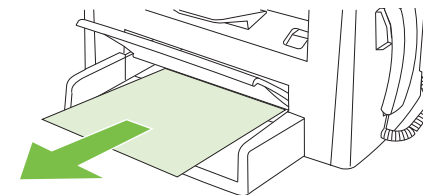
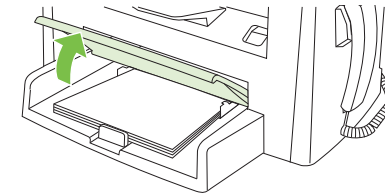
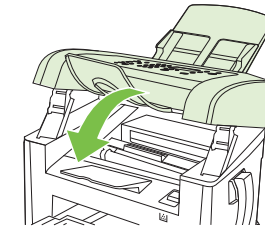
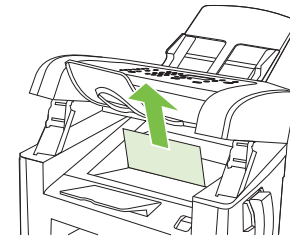
How do I?

Clear jams from the input-tray areas (continued)

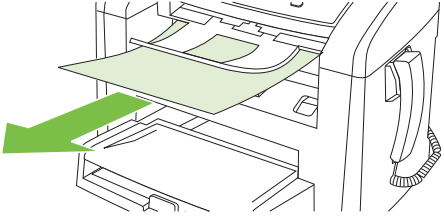
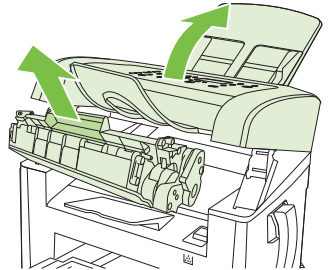
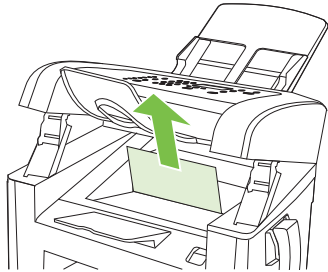
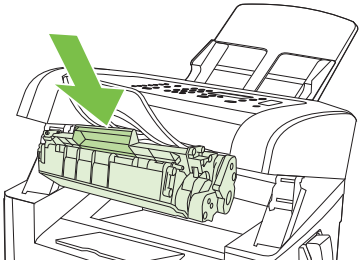
CAUTION: Do not use sharp objects, such as tweezers or needle-nose pliers, to remove jams. Damage caused by sharp objects will not be covered by the warranty. When removing jammed media, pull the jammed media straight away from the product. Pulling jammed media out of the product at an angle can damage the product.

Steps to perform

- 2 Do one of the following:
 - If media is visible, use both hands to grasp the side of the media that is most visible (this includes the middle), and carefully pull it free from the product.
 - If no media is visible, remove the print cartridge, and rotate the upper media guide. Carefully pull the media up and out of the product.
- 3 Close the print-cartridge door.
- 4 Open tray 1.
- 5 With both hands, grasp the side of the media that is most visible (this includes the middle), and carefully pull it free from the product.
- 6 Close tray 1.



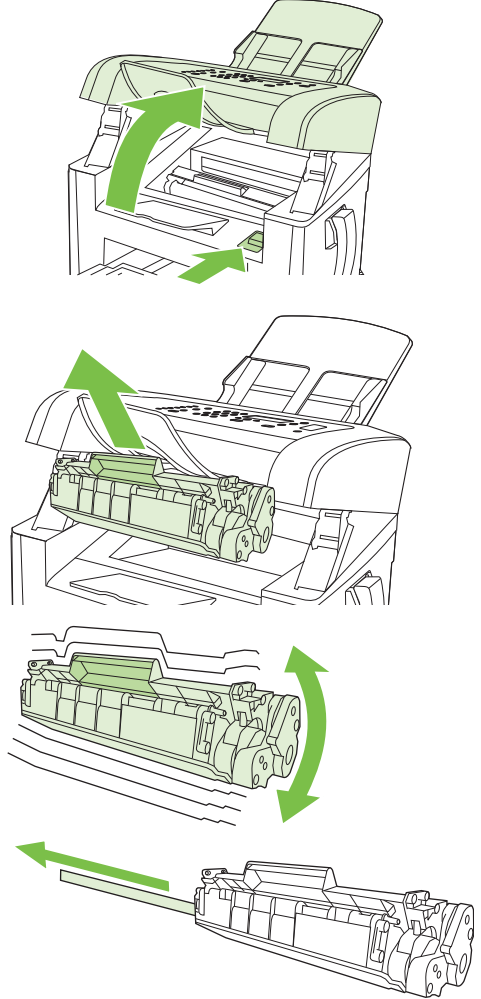


How do I?	Steps to perform
<p>Clear jams from the output bin</p> <p>CAUTION: Do not use sharp objects, such as tweezers or needle-nose pliers, to remove jams. Damage caused by sharp objects will not be covered by the warranty.</p>	<p>With both hands, grasp the side of the jammed media that is most visible (this includes the middle), and carefully pull it free from the product.</p>  <p>1 Open the print-cartridge door, and remove the print cartridge.</p>  <p>2 With both hands, grasp the side of the media that is most visible (this includes the middle), and carefully pull it free from the product.</p>  <p>3 Replace the print cartridge, and then close the print-cartridge door.</p> 





Replace print cartridges

How do I?	Steps to perform
<p data-bbox="86 371 432 411">Replace print cartridges</p> <p data-bbox="86 651 699 735">CAUTION: If toner gets on any clothing, wipe it off with a dry cloth and wash the clothing in cold water. <i>Hot water sets toner into the fabric.</i></p>	<ol data-bbox="720 347 1323 1085" style="list-style-type: none"><li data-bbox="720 347 1081 375">1 Open the print-cartridge door.<li data-bbox="720 655 1323 740">2 Grasp the handle on the print cartridge and then pull the cartridge straight out to remove it. See the recycling information inside the print cartridge box.<li data-bbox="720 975 1323 1085">3 Remove the new print cartridge from its packaging, rock the cartridge, remove the orange cover, and then pull the orange tab straight out to remove the sealing tape. 





How do I?	Steps to perform
Replace print cartridges (continued)	<p data-bbox="730 272 1323 327">4 Insert the cartridge into the product until it is <i>firmly</i> in place.</p> <p data-bbox="730 560 1083 587">5 Close the print-cartridge door.</p> 