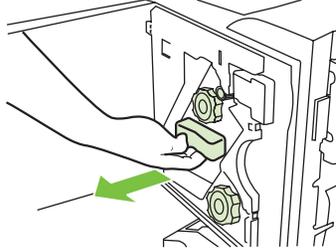
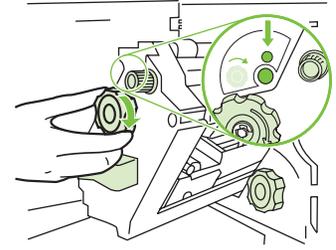
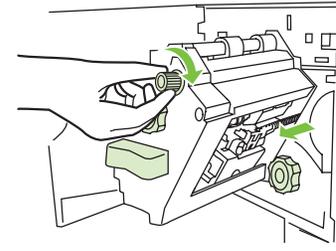


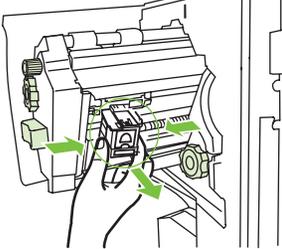
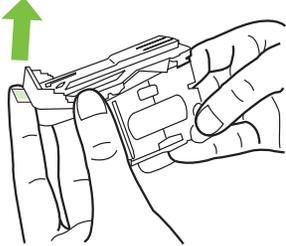
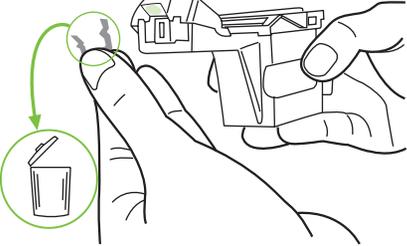


Clear staple jams

How do I?	Steps to perform
<p data-bbox="94 371 674 443">Clear a staple jam from the multifunction finisher</p> <p data-bbox="94 1182 716 1289">CAUTION: The blue dot must appear in the window of the stapler unit before you remove the staple cartridge. If you try to remove the staple cartridge before the blue dot appears in the window, you could damage the device.</p>	<ol data-bbox="743 344 1388 1235" style="list-style-type: none"><li data-bbox="743 344 1062 371">1 Open the stapler-unit door.<li data-bbox="743 616 1125 643">2 Slide the stapler unit toward you.<li data-bbox="743 887 1377 943">3 Turn the large green knob until you see the blue dot (this indicates that the stapler is fully open).<li data-bbox="743 1158 1388 1235">4 Turn the small green knob at the top of the stapler unit clockwise until the staple cartridge moves to the left of the stapler unit.    

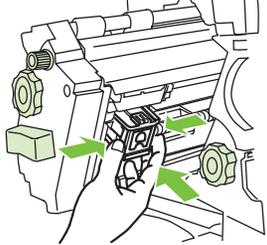
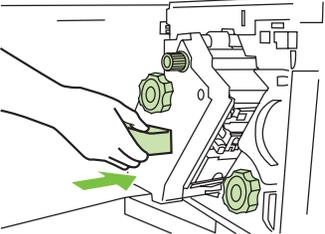




How do I?	Steps to perform
<p>Clear a staple jam from the multifunction finisher (continued)</p>	<p>5 Remove the staple cartridge.</p>  <p>6 Pull up on the lever labeled with a green dot.</p>  <p>7 Remove the damaged staple.</p>  <p>8 Press down on the lever labeled with a green dot.</p> 

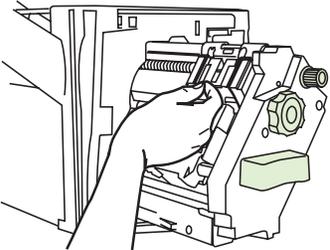
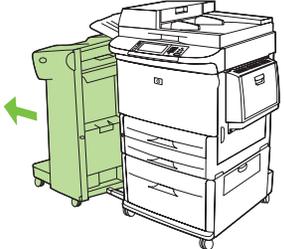




How do I?	Steps to perform
	<p data-bbox="741 268 1087 295">9 Reinstall the staple cartridge.</p>  <p data-bbox="741 544 1163 571">10 Slide the stapler unit into the device.</p>  <p data-bbox="741 818 1073 845">11 Close the stapler-unit door.</p> 
<p data-bbox="100 1123 701 1193">Clear a jam in the upper half of the stapler head in the multifunction finisher</p>	<p data-bbox="741 1098 1394 1150">1 Follow steps 1 through 4 of the procedure to clear a staple jam from the multifunction finisher.</p>

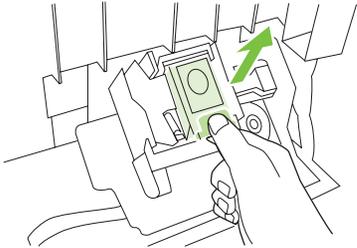
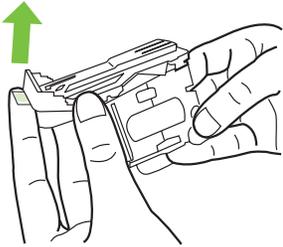
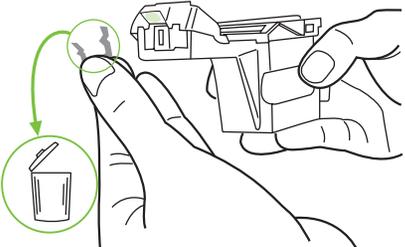
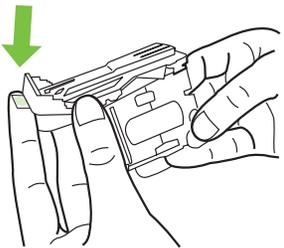




How do I?	Steps to perform
<p>Clear a jam in the upper half of the stapler head in the multifunction finisher (continued)</p>	<p>2 Locate the damaged staple at the back of the stapler head, and remove the staple.</p>  <p>3 Follow steps 10 through 11 from the procedure to clear a staple jam from the multifunction finisher.</p>
<p>Clear a staple jam from the stapler/stacker</p>	<p>1 Move the stapler/stacker away from the MFP.</p>  <p>2 Open the stapler unit door.</p> 

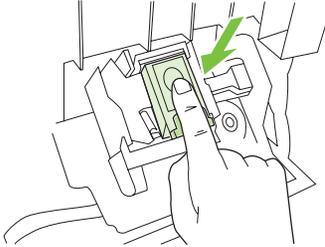




How do I?	Steps to perform
<p>Clear a staple jam from the stapler/stacker (continued)</p>	<p>3 Pull the cartridge out.</p>  <p>4 Pull up on the lever labeled with a green dot.</p>  <p>5 Remove the damaged staple.</p>  <p>6 Press down on the lever labeled with a green dot.</p> 



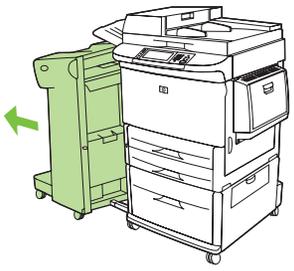
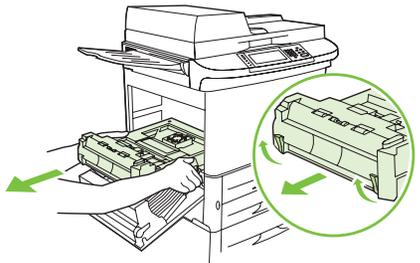


How do I?	Steps to perform
<p data-bbox="90 295 730 367">Clear a staple jam from the stapler/stacker (continued)</p> <p data-bbox="90 813 730 949">NOTE: The stapler needs to reload after clearing a staple jam, so the first few documents (no more than five) might not be stapled. If a print job is sent and the stapler is jammed or is out of staples, the job will still print as long as the path to the output bin is not blocked.</p>	<p data-bbox="730 263 1092 295">7 Reinstall the staple cartridge.</p>  <p data-bbox="730 534 1071 566">8 Close the stapler unit door.</p>  <p data-bbox="730 805 1207 837">9 Push the stapler/stacker back into place.</p> 





Clear paper jams

How do I?	Steps to perform
<p data-bbox="100 375 514 411">Clear jams from the duplexer</p> <p data-bbox="100 646 682 699">WARNING! Avoid touching the adjacent fusing area. It can be hot.</p>	<ol data-bbox="745 343 1365 1332" style="list-style-type: none">1 Move the output device away from the MFP to gain access to the left door.2 Open the left door and carefully pull out any paper from area.3 Remove the duplex printing accessory by pressing the green lever and pulling the unit out until it stops.4 Remove any paper by lifting the two green levers in the duplex printing accessory.    





How do I?

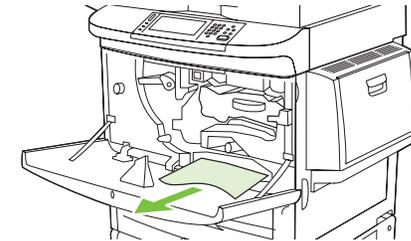
Clear jams from the duplexer (continued)

Steps to perform

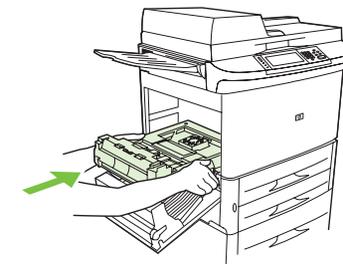
5 Open the front door.



6 Check for paper in the duplex printing accessory area, and remove any paper by pulling it out of the MFP. Be careful not to tear the paper.



7 Reinstall the duplex printing accessory by sliding it back into the slot until it locks into place.



8 Close all open doors. Push the output device back into place.

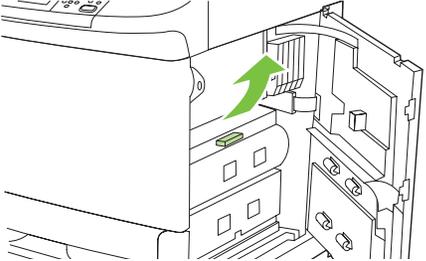
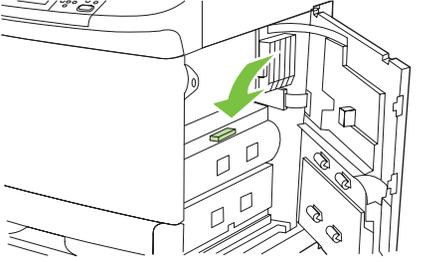




How do I?	Steps to perform
<p>Clear jams from the input-tray areas</p> <p>Clear jams in tray 1</p>	<ol style="list-style-type: none"><li data-bbox="743 272 1396 352">1 Check for media in the tray 1 area, and remove any media from this area. Carefully check to be sure you have removed all pieces of torn media.<li data-bbox="743 552 1283 576">2 Open and close the right door to reset the MFP.  
<p>Clear jams inside the right door</p>	<ol style="list-style-type: none"><li data-bbox="743 860 989 884">1 Open the right door.<li data-bbox="743 1150 1388 1230">2 Check for media in the right door area, and remove any media from this area. Carefully check to be sure you have removed all pieces of torn media. 

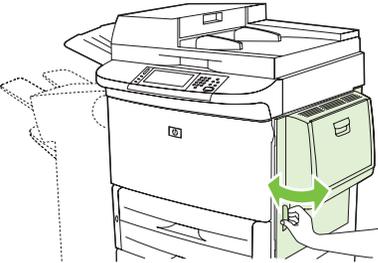
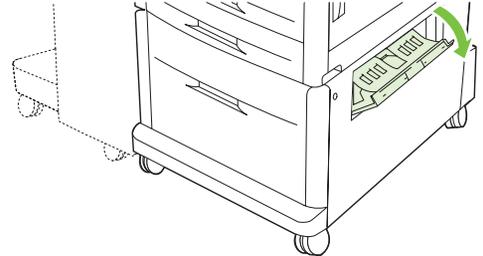




How do I?	Steps to perform
Clear jams inside the right door (continued)	<p>3 Open the jam access cover. Pull out and lift the green tab.</p>  <p>4 Remove any media from this area by pulling it out of the MFP.</p> <p>5 Push the green lever down to the original position.</p>  <p>6 Close the right door.</p>
Clear jams in trays 2 and 3	<p>1 Open the tray until it stops.</p>  <p>2 Check for media in the tray area, and remove any media from this area. Carefully check to be sure you have removed all pieces of torn media.</p>

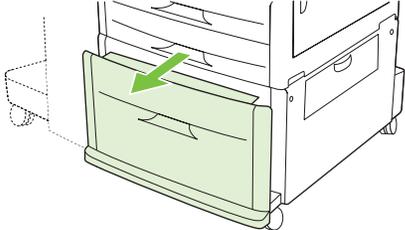
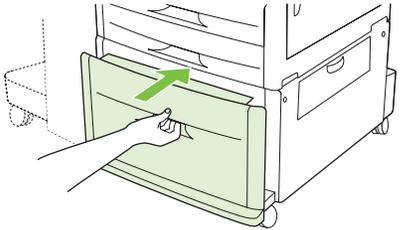
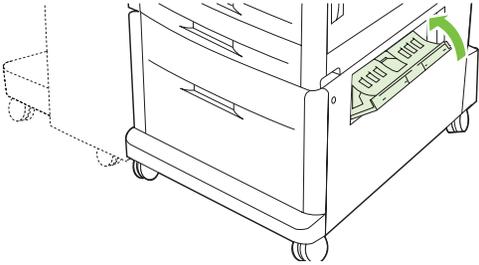
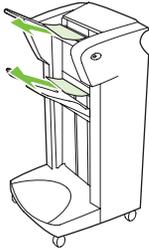




How do I?	Steps to perform
Clear jams in trays 2 and 3 (continued)	<p>3 Close the tray.</p>  <p>4 Open the right door, remove any visible media, and close the right door. This resets the MFP.</p> 
Clear jams in tray 4	<p>1 Open the vertical transfer door on tray 4.</p>  <p>2 Check for paper in this area, and remove any paper from this area. Carefully check to be sure that you have removed all pieces of torn paper.</p>





How do I?	Steps to perform
<p>Clear jams in tray 4 (continued)</p>	<p>3 If you did not see any paper in the vertical transfer door, open tray 4.</p> <p>4 Check for paper in the tray area, and remove any paper from this area. Carefully check to be sure you have removed all pieces of torn paper.</p> <p>5 Close tray 4.</p> <p>6 Close the vertical transfer door.</p>   
<p>Clear jams from the output areas</p> <p>Clear jams in the stacker or stapler/stacker</p>	<p>1 If the jam extends into the output bins, slowly and carefully pull the media straight out of the MFP so that it does not tear.</p> 





How do I?

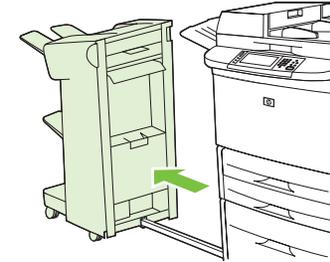
Clear jams in the stacker or stapler/stacker (continued)

NOTE: Only the stacker has the wire on the lower bin.

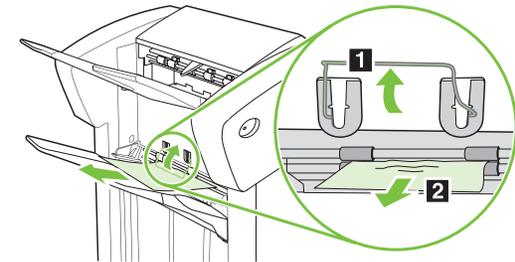
WARNING! Avoid touching the flipper area. It can be hot.

Steps to perform

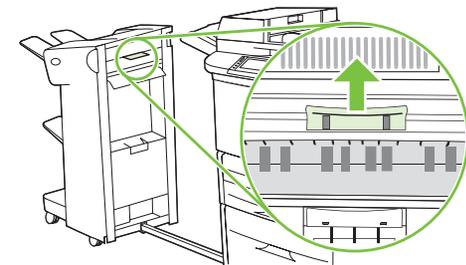
2 Move the output device away from the MFP.



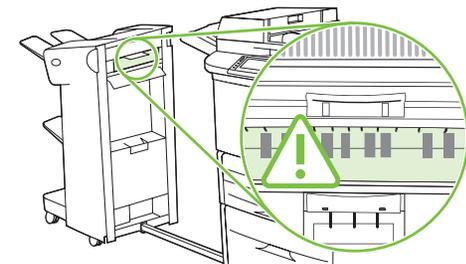
3 On the stacker, lift the wire on the lower bin of the device, and carefully pull out any media from this area. On the stapler/stacker, carefully pull out any media that might be protruding from the accumulator area.



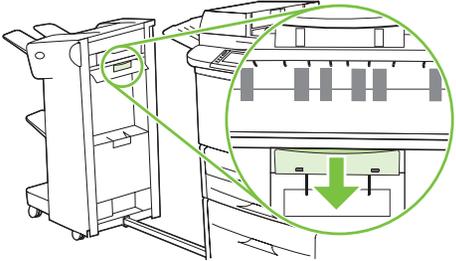
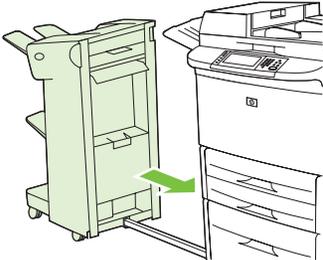
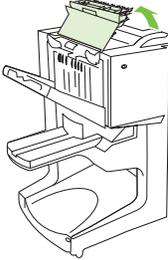
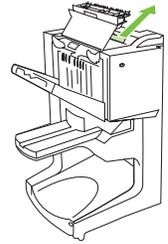
4 Locate the green handle in the flipper area and lift the handle.



5 Carefully pull out any media from the flipper area.

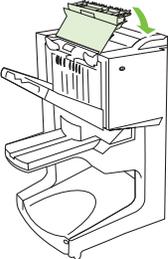
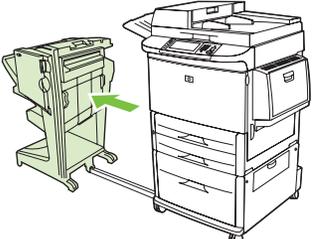
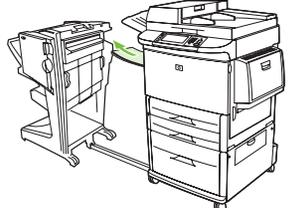
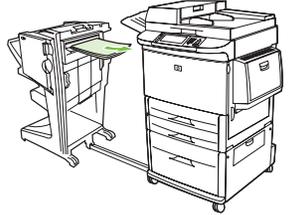




How do I?	Steps to perform
Clear jams in the stacker or stapler/stacker (continued)	<p data-bbox="743 272 1365 327">6 Locate the green handle in the paper path module, and then pull down on the handle.</p>  <p data-bbox="743 560 1365 587">7 Carefully pull out any media from the paper path module.</p>  <p data-bbox="743 703 1365 758">8 Close all open doors. Push the output device back into place.</p> 
Clear jams in the paper-path area of the multifunction finisher	<p data-bbox="743 847 987 874">1 Open the top cover.</p>  <p data-bbox="743 1126 1333 1181">2 Slowly and carefully pull the paper straight out of the finisher so that it does not tear.</p> 

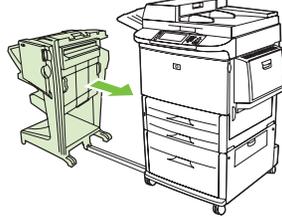
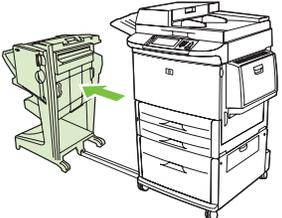




How do I?	Steps to perform
Clear jams in the paper-path area of the multifunction finisher (continued)	<p data-bbox="745 272 1039 296">3 Close the finisher cover.</p> 
Clear jams in between the multifunction finisher and the MFP	<p data-bbox="745 555 1186 579">1 Move the finisher away from the MFP.</p>  <p data-bbox="745 834 1354 858">2 Carefully remove any paper from the MFP output area.</p>  <p data-bbox="745 1118 1375 1142">3 Carefully remove any paper from the finisher input area.</p> 





How do I?	Steps to perform
Clear jams in between the multifunction finisher and the MFP (continued)	<p>4 Push the multifunction finisher back into place.</p> 
Clear booklet jams in the multifunction finisher	<p>1 Move the finisher away from the MFP.</p>  <p>2 If paper is jammed in the finisher input area but has not entered the folding rollers, carefully remove the paper from the input area and then skip to step 7.</p>  <p>3 Open the back door on the finisher. If jammed paper inside the finisher has not entered the folding rollers, remove the paper and then skip to step 7. If the paper has entered the folding rollers, proceed to step 4.</p> 





How do I?

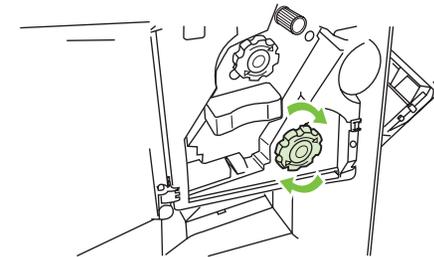
Clear booklet jams in the multifunction finisher (continued)

Steps to perform

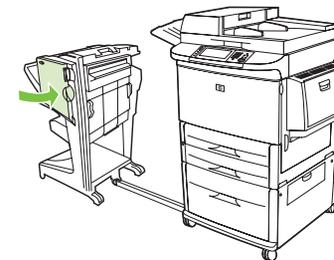
4 Open the stapler-unit door.



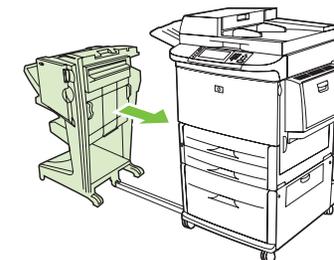
5 Turn the bottom green knob clockwise to advance the jammed paper through the folding rollers and into the booklet bin.



6 Close the stapler-unit door.



7 Push the multifunction finisher back into place.





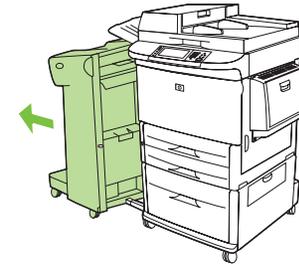
How do I?

Clear jams in the left door (fuser area)

WARNING! Avoid touching the adjacent fusing area. It can be hot.

Steps to perform

1 Move the output device away from the MFP to gain access to the left door.

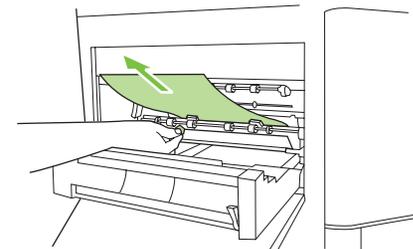


2 Open the left door.



3 Remove any jammed or damaged media from this area by pulling it out of the MFP.

4 Press down on the green tab and carefully check for media. Be sure to remove all pieces of torn media.





How do I?	Steps to perform	
<p>Clear jams in the left door (fuser area) (continued)</p>	<p>5 Close the left door. Push the output device back into place.</p>	
<p>Clear jams in the 8-bin mailbox</p> <p>NOTE: Check that the paper used is not thicker than the 8-bin mailbox supports.</p>	<p>1 Move the 8-bin mailbox away from the MFP. To do this, stand on the left side of the MFP and pull the 8-bin mailbox straight toward you.</p> <p>2 Carefully remove the upper (face-up) bin.</p> <p>3 Pull down the handle on the output paper module and remove any jammed paper from this area.</p> <p>4 Push the 8-bin mailbox back into place, and then reattach the upper bin.</p>	