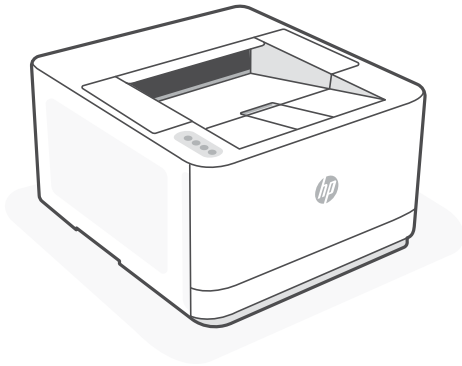# Setup Guide

HP LaserJet Pro
3004dw

1

Setup overview

Prepare printer

Choose setup option

Option 1: Basic setup

Use for basic printing without Internet

- USB
- Ethernet or Wi-Fi for network capability

OR

Option 2: Full-feature setup

Get advanced cloud management features with HP Smart Admin.

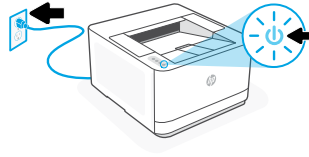## Get help with setup
Find setup information and videos online.
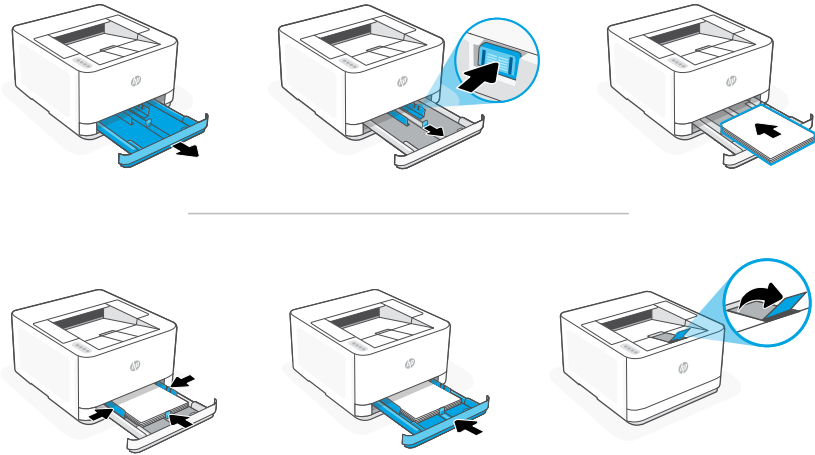
hp.com/support/lj3001-3008
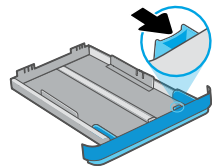
Prepare printer

1

Plug in and power on.

2

Load paper and adjust the guides.

Note: If loading paper larger than A4, pinch the button in the front of the tray and pull forward. The tray will extend forward by approximately 2.36 inches (60 mm).

Choose setup option

OPTION 1: Basic setup

- See Option 1A to set up with Ethernet or USB
- See Option 1B to set up with Wi-Fi

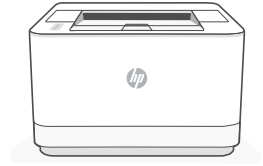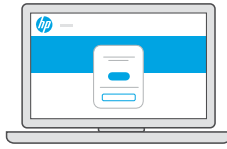### Option 1A: Ethernet or USB

1. Choose Ethernet or USB:

   Ethernet

   Connect an Ethernet cable from the printer to the same network as the computer.

   _____

   USB

   Connect the USB cable to the port on the back of the printer and to the computer.

2. Install printer software.

   i. Go to **hpsmart.com/download** to download the HP software and print drivers.

   ii. Install the software and complete setup.

Option 1B: Wi-Fi

hpsmart.com/setup

1. Make sure the computer Wi-Fi is turned on and in range of the printer during setup.

2. Go to **hpsmart.com/setup** to install HP Easy Start software and add the printer to the network.

3. After the printer is added to the network, choose the option to install a basic driver and skip connecting to the Internet.

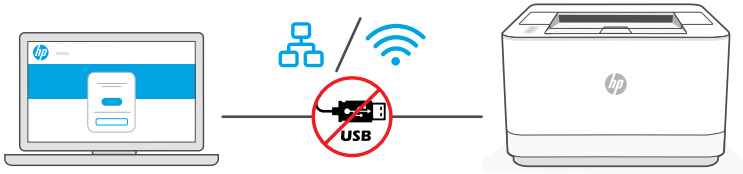4. Complete print driver installation through the software.

⚠️ See Reference Guide for Wi-Fi troubleshooting and tips.

✅ *Setup Complete for Option 1*

OPTION 2: Full-feature setup

Provides cloud-based tools to manage the printer in a multi-user, multi-printer environment.

⚠ Do not use USB cable. The printer must be on a network with access to the Internet.

hpsmart.com/setup

1 Connect printer to network

1. Choose a connection option:
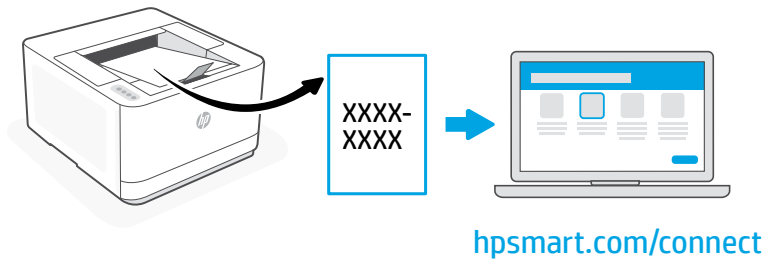
Ethernet 品

Connect an Ethernet cable from the printer to the same network as the computer.

Wi-Fi 🛜

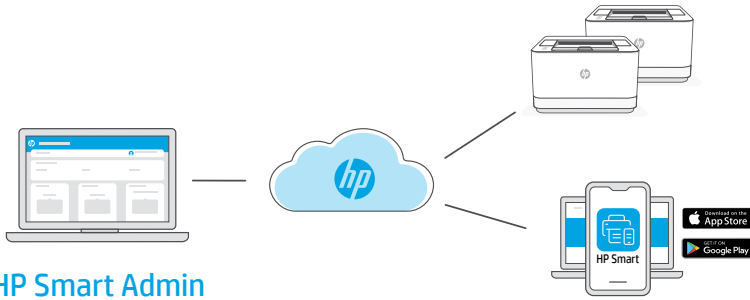Make sure the computer Wi-Fi is turned on and in range of the printer during setup.

2. Go to **hpsmart.com/setup** on a computer to install HP Easy Start software.
3. Follow the steps in the software to add the printer to your network.
4. Choose the option for full-feature setup and to print a pairing code.

2 Pair printer to HP Smart Admin

hpsmart.com/connect

1. Print the pairing code when prompted. The pairing code will expire after a limited time. Reprint from HP Easy Start if necessary.

2. Continue with HP Smart Admin setup. If the admin setup window is not open, go to **hpsmart.com/connect**. After creating or signing in to an HP account, you will:

   - Choose to set up the printer for a company/organization or for personal use.
   - Enter the pairing code to link the printer to your HP account.
   - Sign up for Instant Ink for hassle-free, toner delivery service (optional).
   - Install print drivers and print a test page.

3   Manage printer with HP Smart Admin

HP Smart Admin

After completing initial setup, manage the printer from a cloud-connected dashboard.

⚠️ The dashboard URL differs based on how the printer was configured during setup:

Personal use: hpsmart.com

- Monitor printer status and supplies
- Share printer with friends and family
- Enable mobile printing (requires HP Smart)
- View warranty status

Company/organization use: hpsmart.com/admin

- Manage the printer, toner, users, and more
- Enable mobile printing (requires HP Smart)
- Keep your printing private with Private Pickup