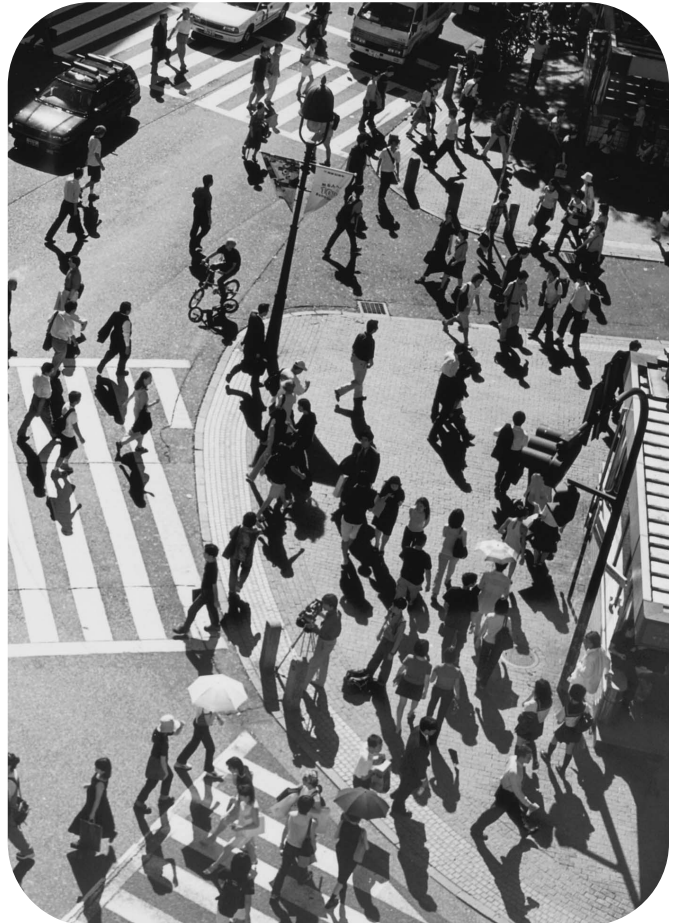


hp LaserJet 9040mfp
hp LaserJet 9050mfp



i n v e n t

use



hp LaserJet 9040mfp/9050mfp

User Guide

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Contents

1 The basics

Overview	7
Features and benefits of the MFP	7
Parts and accessories	11
External view of MFP	13
Helpful software for increased flexibility	14
Software features	14
Drivers	15
Software for Macintosh computers	18
Installing the printing system software	19
Uninstalling the software	22
Software for networks	23
HP Web Jetadmin	23
Communicating by using the HP Jetdirect embedded print server	25
Communicating by using the HP Jetdirect print server	25
Embedded Web Server	25
HP Toolbox	26
Supported operating systems	26
To view HP Toolbox	27
HP Toolbox sections	27
Loading input trays	29
Loading Tray 1	29
Loading Trays 2, 3, and 4	32
Configuring the trays by using the Paper Handling menu	40

2 The control panel

Overview	41
Control-panel layout	42
Control panel features	43
Home screen navigation	44
Help system	45
“What is this?” Help	45
“Show me how” Help	45

3 Printing

Overview	47
Orienting media	48
Basic printing instructions	53
Selecting the output bin	54
Selecting an output location	55
Printing on envelopes	55
Printing on special paper	58
Printing on letterhead, prepunched paper, or preprinted paper (single-sided)	58
Printing on labels	58
Printing on transparencies	59
Guidelines for custom-size paper, card stock, and heavy paper	59
Printing on full-bleed paper	59
Printing on both sides of paper (duplexing)	60
Using features in the printer driver	61
Setting the registration	62
To set the registration	62

Different first page	63
Including a blank back page.	64
Printing multiple pages on one sheet of paper.	64
Customizing Tray 1 operation	65
Printing from Tray 1 when the loaded paper is requested.	65
Manually feeding paper from Tray 1	65
Specifying paper to print on	66
Benefits of printing by type and size of paper	66
Job storage features	67
Printing a private job	67
Releasing private jobs	68
Deleting a private job.	68
Storing a print job	68
Printing a stored job.	69
Deleting a stored job	69
Creating a QuickCopying job.	70
Printing additional copies of QuickCopy jobs.	70
Deleting a QuickCopy job	70
Proofing and holding a job.	71
Printing the remaining copies of a held job	71
Deleting a held job.	71

4 Copying

Overview	73
Copy-screen navigation	74
Cancel button	74
OK button	74
Basic copying instructions	75
Copying by using the default settings	75
Copying by using user-defined settings.	75
Copying by using the scanner glass	77
Copying by using the ADF.	77
Copying books.	77
Using Job Mode.	78
Modifying copy settings for the current job.	78
Adjusting the copy contrast	78
Reducing or enlarging copies	78
Enhancing copies	78
Copying multiple sized originals.	79
Creating a stored copy job.	79
Selecting the output bin	80

5 E-mail

Overview	81
E-mail screen navigation	82
Help button	82
From: field	82
Clear All button	83
E-mail basics	84
Introduction to e-mail.	84
Loading documents	84
Sending documents.	84
Using the address book	86
Creating a recipient list	86
Local address book	87
Typing e-mail body text	88
More information	88

6 Faxing

7 Output devices

Overview	91
3,000-sheet stacker	92
Paper handling features	92
3,000-sheet stacker/stapler	92
Paper handling features	92
Using the stapler	92
Multifunction finisher	95
Paper handling features	95
Using the stapler	95
Making booklets	99
8-bin mailbox	99
Output features	99

8 Security features

Overview	101
Foreign Interface Harness (FIH)	102
Requirements	102
Using the FIH	102
Secure Disk Erase	103
Data affected	103
Gaining access to Secure Disk Erase	103
Additional Information	104
Security Lock	105
Job storage features	105
DSS authentication	105

9 MFP maintenance

Overview	107
Cleaning the MFP	108
General cleaning	108
Cleaning the ADF delivery system	111
Managing the print cartridge	116
Non-HP print cartridge	116
Print cartridge authentication	116
Print cartridge storage	116
Checking the toner level	117
Print cartridge conditions	118
Order cartridge	118
Replace cartridge	118
Printer maintenance kit	120

10 Problem solving

Overview	121
Clearing jams	122
Clearing jams from the input tray areas	123
Clearing jams from the duplex printing accessory (duplexer)	127
Clearing jams from the output areas	129
To clear jams in the 8-bin mailbox	142
Solving repeated jams	143
Understanding MFP messages	144
Resolving control panel messages	145
Correcting output quality problems	157
Preventing wrinkles on envelopes	161

Detecting MFP problems	161
Determining MFP problems	161
Software, computer, and product interface problems	163
Communicating by using an optional HP Jetdirect print server	170
Communicating by using the HP Jetdirect embedded print server	170
Checking the MFP configuration	171
Menu map	171
Configuration page	172
Jetdirect page	173
Supplies status page	174
Usage page	175
PCL or PS font list	175
Event log page	176
Printing a paper path test	177

Appendix A Specifications

Overview	179
Paper weight equivalence table	180
Media specifications	183
Supported sizes of paper for input and output	184
Supported types of paper	187
Labels	188
Transparencies	188
Envelopes	188
Card stock and heavy paper	189
Environmental specifications	190
Power consumption	190
Power requirements	190
Acoustical specifications	191
Operating environment	192

Appendix B Control panel menus

Overview	193
Retrieve job menu	195
Information menu	195
Paper handling menu	196
Configure device menu	197
Originals submenu	197
Copying submenu	198
Enhancement submenu	198
Sending submenu	199
Printing submenu	200
Print quality submenu	203
System setup submenu	204
I/O submenu	207
Resets submenu	210
Fax menu	210
Diagnostics menu	211
Service menu	212

Appendix C MFP memory and expansion

Overview	213
Determining memory requirements	213
Installing memory	214
To install DDR memory DIMMs	214
To install a compact flash memory card	217
Checking memory installation	219

Saving resources (permanent resources)	219
Web access feature	220
Using the Web access feature	220

Appendix D Regulatory information

Environmental product stewardship program	221
Protecting the environment	221
Power consumption	221
Toner consumption	221
Paper use	221
Plastics	222
HP LaserJet printing supplies	222
HP printing supplies returns and recycling program information	222
Paper	222
Material restrictions	222
Material safety data sheets	223
Extended warranty	223
For more information	223

Appendix E Administration tasks

Overview	225
Embedded Web server	226
Configuring and verifying an IP address	227
TCP/IP assignment	227
Automatic discovery	227
Dynamic Host Configuration Protocol (DHCP)	227
Verifying the TCP/IP configuration	227
Changing an IP address	227
Embedded Web server	228
Digital sending configuration applet	228
LDAP addressing settings	228
Preferences settings	229
Finding the IP address of the SMTP and LDAP servers	229
Using control panel menus	231
Device Storage Manager	231
Software for networks	232
HP Web Jetadmin software	232
HP Jetdirect Printer Installer for UNIX®	232
Diagnostics menu	233

Appendix F Using the HTML Help Viewer

Getting more out of help	235
To find a help topic	235
To create a list of favorite help topics	236
To copy a help topic	236
To print the current help topic	236
To find topics using the toolbar buttons	236
Using the shortcut menu commands	237

Appendix G Using accessibility shortcut keys in the Help Viewer

Using F6 to switch between the Navigation and Topic Panes	239
Shortcut keys for the Help Viewer	239
Shortcut keys for the Contents tab	240
Shortcut keys for the Index tab	240
Shortcut keys for the Search tab	240
Shortcut keys for the Favorites tab	241

1 The basics

Congratulations on your purchase of the HP LaserJet 9040mfp/9050mfp. If you have not done so, see the *HP LaserJet 9040mfp/9050mfp Start Guide* provided with the MFP for setup instructions.

Overview

After the MFP is set up and ready to use, take a few moments to get to know the MFP. This chapter introduces the following:

- Features and benefits of the MFP
- Helpful software for increased flexibility
- Embedded Web Server
- HP Toolbox
- Loading input trays

Features and benefits of the MFP

The HP LaserJet 9040mfp/9050mfp is designed to be shared by a workgroup. Use the MFP to send black and white or color documents digitally, copy documents, and print documents. The MFP is a standalone copier that does not require connection to a computer. With the exception of network printing, you can select all functions at the MFP control panel.

Functions

- Two-sided copying
- Image modification
- Color digital sending
- Wide-format printing
- Document finishing

Speed and throughput

- 50 pages per minute (ppm) when scanning and printing on letter-size or International Standards Organization (ISO) A4-size paper (HP LaserJet 9050mfp only)
- 40 ppm when scanning and printing on letter-size or ISO A4-size paper (HP LaserJet 9040mfp only)
- 25% to 400% scalability when using the scanner glass
- 25% to 200% scalability when using the Automatic Document Feeder (ADF)
- Transmit Once, Raster Image Processing (RIP) ONCE technology
- Eight-second standby to first page
- Duty cycle of up to 300,000 pages per month
- 533 megahertz (MHz) microprocessor

Resolution

- 600 dots per inch (dpi) with Resolution Enhancement technology (REt)
- FastRes 1200 provides 1200 dpi quality at full speed
- Up to 220 levels of gray

Memory

- 256 megabytes (MB) of random-access memory (RAM), expandable to 512 MB by using industry standard 100-pin double data rate dual inline memory modules (DDR DIMMs)
- Memory Enhancement technology (MET) that automatically compresses data to use RAM more efficiently

User interface

- Graphic display on control panel
- Embedded Web server to gain access to support and order supplies (for network-connected products)
- HP Toolbox software to provide MFP status and alerts and print internal information pages

Language and fonts

- HP Printer Command Language (PCL) 6
- HP PCL 5e for compatibility
- Printer Management Language
- 80 scalable TrueType typefaces
- HP PostScript 3 emulation (PS)

Copying and sending

- Modes for text, graphics, and mixed text and graphics formats
- A job Interrupt feature (at copy boundaries)
- Multiple pages per sheet
- Operator attendance animations (for example, paper-jam recovery)
- The ability to copy books
- E-mail compatibility
- A sleep feature that saves energy
- One-pass duplex scanning

Print cartridge

- No-shake cartridge design
- Authentic HP print cartridge detection
- Automatic seal tab removal

Paper-handling

● Input

- **Tray 1 (multipurpose tray):** A multipurpose tray for paper, transparencies, labels, and envelopes. Holds up to 100 sheets of paper or 10 envelopes.
- **Trays 2 and 3:** Two 500-sheet trays. These trays automatically detect standard paper sizes up to 11 x 17/A3 and allow printing on custom-size paper.
- **Tray 4 (2000-sheet input tray):** This tray automatically detects standard paper sizes up to 11 x 17/A3 and allows printing on custom-size paper.
- **Automatic Document Feeder (ADF):** Holds up to 100 sheets of Letter- or A4-size paper or 50 sheets of 11 x 17- or A3-size paper.
- **Duplex printing:** Provides two-sided printing (printing both sides of the paper).

● Output

- **Standard left output bin:** The left output bin is located on the left side of the printer. This bin can hold up to 100 sheets of paper.

The MFP includes one of the following output devices.

- **Optional 3000-sheet stacker:** Stacks up to 3,000 sheets of paper.
 - **Upper bin (face-up):** Holds up to 100 sheets of paper.
 - **Lower bin (face-down):** Holds up to 3,000 sheets of paper. The output bins are part of the output device.
- **Optional 3000-sheet stacker/stapler:** Provides multiposition stapling for up to 50 sheets of paper per job, or a maximum job height of 5 mm (0.2 inch).
 - **Upper bin (face-up):** Holds up to 100 sheets of paper.
 - **Lower bin (face-down):** Holds up to 3,000 sheets of paper. The output bins are part of the output device.
- **Optional multifunction finisher:** Provides 1,000 sheets of stacking capacity, stapling for as many as 50 sheets of paper per document, plus folding and saddle stitching of booklets that contain up to 10 sheets of paper.
 - **Upper bin (face-up and face-down):** Holds up to 1,000 sheets of paper.
 - **Lower booklet bin:** Holds up to 50 booklets.
- **Optional 8-bin mailbox:** A stacker, collator, or job separator that also provides eight mailbox bins that can be assigned to individual users or workgroups for easy identification and retrieval. The 8-bin mailbox can stack up to 2,000 sheets of A4- or letter-size paper in all the bins.
 - **Upper bin (face-up):** Holds up to 125 sheets of paper
 - **Bins 1 through 8 (face-down):** Each holds up to 250 sheets of paper

Connectivity

- Parallel B connection
- A Foreign Interface Harness (FIH) connection (AUX)
- Local area network (LAN)-connector (RJ-45) for the embedded print server
- Optional analog fax card
- Optional HP Digital Sending Software
- Optional HP Jetdirect EIO print server cards
 - Universal serial bus (USB), serial, and LocalTalk
 - Fast Ethernet 10/100TX
 - Wireless 802.11b

Environmental features

- Sleep setting saves energy (meets ENERGY STAR® guidelines, Version 1.0 HP LaserJet 9050mfp only)

Note

See [Protecting the environment](#) for more information.

Firmware updates

Firmware updates provide the ability to upgrade the MFP firmware. To download the latest firmware, go to www.hp.com/go/lj9040mfp_firmware or www.hp.com/go/lj9050mfp_firmware and follow the instructions on the screen. To easily send firmware updates to multiple products, use the HP Web Jetadmin software (go to www.hp.com/go/webjetadmin).

Internal hard disk

The internal hard disk can be used to store selected print jobs. It can support RIP ONCE technology, and can permanently store downloaded fonts and forms in the MFP. Unlike standard product memory, many items on the hard disk remain in the MFP even when the MFP is turned off. Fonts that are downloaded to the hard disk are available to all users of the MFP.

Optional HP EIO hard disk

The EIO hard disk accessory can be added to the MFP to provide additional capacity for storing fonts and forms. The MFP does not use the EIO hard disk accessory for tasks such as RIP ONCE and stored jobs. The MFP uses the internal hard disk for these tasks.

Both disks can be write-protected through software for additional security.

Use the device storage manager applet in HP Web Jetadmin to delete files and manage fonts on a mass-storage device. See [Embedded Web Server](#). For more information, see the MFP software Help.

Hewlett-Packard Company occasionally introduces new software tools for use with your MFP and accessories. These tools are available from the Internet. For more information, go to www.hp.com/go/lj9040mfp or www.hp.com/go/lj9050mfp_firmware.

Macintosh users

Use the HP LaserJet Utility to download fonts and files. See [HP LaserJet Utility](#) or the *HP LaserJet Utility Guide* online Help included with your HP LaserJet Utility software for more information.

Security features

- Foreign Interface Harness
- Secure Disk Erase
- Security lock
- Job retention
- DSS authentication

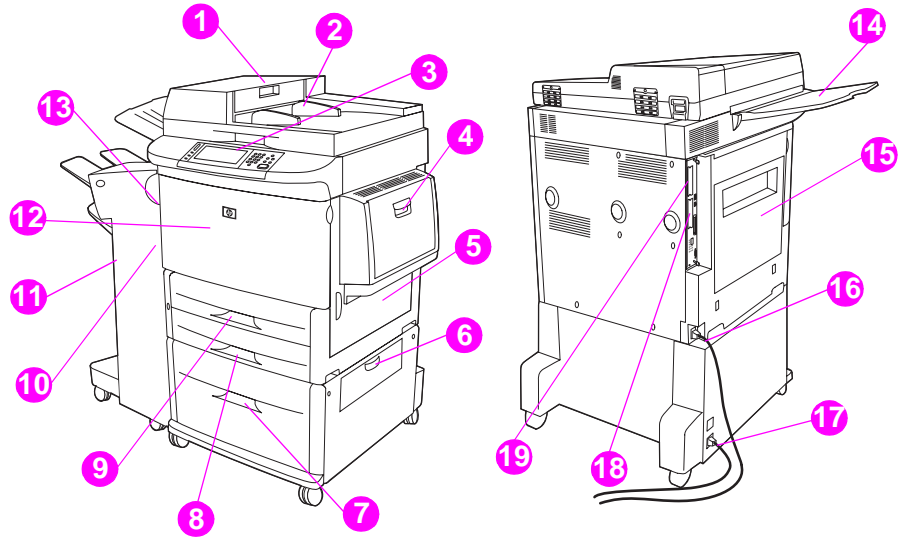
For more information about these features, see [Security features](#).

Parts and accessories

Type of item	Item	Description or use	Order number
Paper handling	3,000-sheet stacker	One 3,000-sheet stacking device. The device also offers job offset capabilities.	C8084A
	3,000-sheet stacker/stapler	One 3,000-sheet stacking device provides stapling for as many as 50 sheets of paper per document. The device also offers job offset capabilities.	C8085A
	Multifunction finisher	Finishing device that provides 1,000 sheets of stacker capacity, stapling, for up to 50 sheets of paper, and folding saddle-stitching for booklets up to 10 sheets of paper.	C8088B
	8-bin mailbox	A device that provides a face-up bin (upper bin) and eight face-down bins that can be assigned to individual users or workgroups. The device also functions as a job separator, stacker, and sorter/collator.	Q5693A
Printing supplies	Print cartridge (average of 30,000 pages at approximately 5% coverage)	Replacement HP maximum capacity, smart print cartridge.	C8543X
	Staple cartridge	Replacement HP 5,000 staple cartridge for the 3,000-sheet stacker/stapler. Replacement HP 5,000 staple cartridge for the multifunction finisher.	C8091A C8092A

Type of item	Item	Description or use	Order number	
Memory, fonts, and mass storage	SDRAM Double Data Rate (DDR) memory DIMMs (100-pin)	The MFP has two memory DIMM slots. One is used by factory-installed memory.		
		Improves the ability of the MFP to handle large and stored jobs (maximum 512 MB with HP brand DDR DIMMs).		
		32 MB	Q3982A	
		64 MB	Q2625A	
		128 MB	Q2626A	
	Flash memory cards (100-pin)	Permanent storage for fonts and forms. The MFP supports Type 1 and Type 2 compact flash memory cards.	256 MB	C2627A
			512 MB	C2628A
			16 MB	Q2634A
	EIO hard disk	Provides an additional 20 gigabytes (GB) of permanent storage for fonts and forms.	32 MB	Q2635A
			64 MB	Q2636A
			J6073A	
Cable and interface accessories	Enhanced EIO Cards	<ul style="list-style-type: none"> HP Jetdirect Connectivity Card for USB, serial, and LocalTalk connectivity 	J4135A	
		<ul style="list-style-type: none"> HP Jetdirect 615N Print Server for Fast Ethernet (10/100Base-TX) networks (RJ-45 only) 	J6057A	
		<ul style="list-style-type: none"> HP 680N Wireless 802.11b connectivity 	J6058A	
		<ul style="list-style-type: none"> HP Jetdirect 625N Print Server for Fast Ethernet (10/100/1000Base-TX networks) 	J7960A	
	Analog fax	<ul style="list-style-type: none"> A customer-installable accessory that enables the MFP to function as a stand-alone analog fax machine. 	Q3701A	
Additional software features	HP Digital Sending Software	A software accessory with enhanced digital sending features including network authentication.	T196AA	
Maintenance kit	Printer maintenance kit	The kit contains two Type 1 rollers, seven Type 2 rollers, one transfer roller assembly, and one fuser assembly.	C9152A (110 volt) C9153A (220 volt)	

External view of MFP



1. ADF cover
2. ADF
3. Control panel with touch-screen graphical display
4. Tray 1
5. Right door
6. Vertical transfer door
7. Tray 4
8. Tray 3
9. Tray 2
10. Left door (behind output device)
11. Output device
12. Front door
13. Duplex printing accessory (inside the MFP)
14. ADF output bin
15. Left door
16. Printer power cable
17. Tray 4 power cable
18. EIO slot 1
19. EIO slot 2

Note

For specific information about the output bins for each output device, see [Selecting the output bin](#).

Helpful software for increased flexibility

Included with the product is a CD-ROM that contains the printing-system software. The software components and printer drivers on this CD-ROM help you to use the product to its fullest potential. See the installation notes on the CD-ROM for installation instructions.

Note

For the latest information about the printing system software components, see the readme file on the Web at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp. For information about installing the printing system software, see the install notes on the CD-ROM that was included with the product.

This section summarizes the software that is included on the CD-ROM. The printing system includes software for the following operating environments:

- Microsoft® Windows 9X and Windows Millennium Edition (Me)
- Microsoft Windows NT® 4.0, Windows 2000, and Windows XP
- IBM OS/2 version 3.0 or later (also available on the Web)
- Apple Mac OS 7.5 or later
- Linux (also available on the Web)

The printing system also includes software for network administrators who use the following network operating systems:

- Microsoft Windows 9X and Windows Me
- Microsoft Windows NT 4.0, Windows 2000, and Windows XP
- Microsoft Windows Server 2003
- Mac OS (EtherTalk)
- Linux (Web)
- UNIX® (Web)

Network product installation for UNIX and other network operating systems is available from the Web or through a local authorized HP distributor.

Note

For a list of printer drivers, updated HP printing system software, and product support information, go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Software features

Automatic configuration, Update Now, and Preconfiguration features are available with the HP LaserJet 9040mfp/9050mfp.

Driver Autoconfiguration

The HP LaserJet PCL 6 and PCL 5e drivers for Windows and the PS drivers for Windows 2000 and Windows XP feature automatic discovery and driver configuration for product accessories at the time of installation.

Update Now

If you have modified the configuration of the MFP since installation, the driver can be automatically updated with the new configuration in environments that support bidirectional communication. Click the **Update Now** button to automatically reflect the new configuration in the driver.

Note

The Update Now feature is not supported from the client machine in a Point-and-Print environment. Update Now can be used for locally-installed MFPs, and by the Point-and-Print server.

HP Driver Preconfiguration

HP Driver Preconfiguration is a set of tools that you can use to customize and distribute HP software in managed corporate printing environments. By using HP Driver Preconfiguration, information technology, (IT) administrators can preconfigure the printing and device defaults for HP printer drivers before installing the drivers in the network environment. For more information, see the *HP Driver Preconfiguration Support Guide*, which is available at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Drivers

Use the printer drivers to gain access to the MFP features and allow the computer to communicate with the MFP (by using a printer language). Check the installation notes, the readme file, and the late-breaking readme file on the CD-ROM for additional software and languages.

The following table lists the printer drivers that are included with the MFP. The most recent drivers are available at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp. (If you do not have access to the Internet, see the HP support flyer.) Depending on the configuration of Windows-based computers, the installation program for the printing system software automatically checks the computer for Internet access in order to obtain the latest drivers.

Note

The PCL 5e printer driver for all operating systems, plus the PCL 6 and PS printer drivers for Windows NT 4.0, are available on the CD-ROM. However, these printer drivers are not installed during typical installation. To install one of these drivers, use the Add Printer Wizard.

Operating system ^a	PCL 5e	PCL 6	PS ^b	PPD ^c
Windows 9X and Windows Me	➤	➤	➤	
Windows NT 4.0,	➤	➤	➤	
Windows 2000	➤	➤	➤	
Windows XP	➤	➤	➤	
Windows Server 2003	➤	➤	➤	
Macintosh OS				➤

a. Not all of the MFP features are available from all drivers or operating systems. See the context-sensitive Help in your driver for available features.

b. PostScript (PS) 3 emulation is referred to as PS throughout this guide.

c. Only PostScript Printer Description (PPDs) files are included (see [PostScript Printer Description Files \(PPDs\) and Printer Dialog Extension \(PDEs\)](#)). If you need the Apple printer driver, it comes with the Macintosh operating system (OS), or it can be obtained directly from Apple.

Note If your system did not automatically check the Internet for the latest drivers during software installation, you can download the latest drivers from www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp. After you are connected, click **Downloads and Drivers** to find the driver that you want to download.

You can obtain Model Scripts for UNIX and Linux by downloading them from the Internet or by requesting them from an HP-authorized service or support provider. You can download the UNIX installers at www.hp.com/support/net_printing.

Note If the printer driver that you want is not on the CD-ROM or it is not listed in this section, check the installation notes, the readme file, and the late-breaking readme file to see if the printer driver is supported. If it is not supported, contact the manufacturer or distributor of the program that you are using and request a driver for the MFP.

Additional drivers

The following drivers are not included on the CD-ROM, but are available from the Internet or from HP Customer Care.

- OS/2 PCL 5e/6 printer driver
- OS/2 PS printer driver
- UNIX model scripts
- Linux drivers
- HP OpenVMS drivers

Note The OS/2 drivers are available from IBM and are packaged with OS/2. They are not available in Traditional Chinese, Simplified Chinese, Korean, or Japanese.

Note The HP OpenVMS drivers are available at h71000.www7.hp.com.

Choose the correct printer driver for your needs

Choose a printer driver based on the way that you use the MFP. Certain MFP features are available only in the PCL 6 drivers. See the printer driver Help for available features.

- Use the PCL 6 driver to take full advantage of the MFP features. For general office printing, the PCL 6 driver is recommended to provide optimum performance and print quality.
- Use the PCL 5e driver if you need backward compatibility with previous PCL printer drivers or older products.
- Use the PS driver if you are printing primarily from PostScript-specific programs such as Adobe and Corel, for compatibility with PostScript Level 3 needs, or for PS font DIMM support.

Note The MFP automatically switches between PS and PCL printer languages.

Printer driver Help

Each printer driver has help screens that can be activated by clicking the **Help** button, pressing the **F1** key, or clicking the question mark symbol in the upper-right corner in the printer driver (depending on the Windows operating system in use). These help screens give detailed information about the specific driver. Printer driver Help is separate from the software program Help.

Gaining access to the printer drivers

Use one of the following methods to gain access to the printer drivers from your computer:

Operating system	Temporarily change settings (from a software program)	Change print job default settings (across all software programs)	Change configuration settings (for example, add a new input tray)
Windows 9X, Windows NT, and Windows Me	On the File menu, click Print . Select the MFP, and then click Properties . (The actual steps can vary; this is the most common method.)	Click the Start button, point to Settings , and then click Printers . Right-click the appropriate MFP icon, and then select Properties (Windows 98 and Windows Me) or Document Defaults (Windows NT 4.0).	Click the Start button, point to Settings , and then click Printers . Right-click the appropriate MFP icon, and then select Properties . Click the Configure tab.
Windows 2000 and Windows XP	On the File menu, click Print . Select the MFP, and then click Properties or Preferences . (The actual steps can vary; this is the most common method.)	Click the Start button, point to Settings , and then click Printers or Printers and Faxes . Right-click the MFP icon, and then select Printing Preferences .	Click the Start button, point to Settings , and then click Printers . Right-click the appropriate MFP icon, and then select Properties . Click the Device Settings tab.
Macintosh OS 9.1	On the File menu, click Print . Change the settings that you want on the various pop-up menus.	On the File menu, click Print . As you change settings on the pop-up menu, click Save Settings .	Click the desktop printer icon. From the Printing menu, click Change Setup .
Macintosh OS X 10.1	On the File menu, click Print . Change the settings that you want on the various pop-up menus.	On the File menu, click Print . As you change settings on the various pop-up menus, click Save Custom Settings . These settings are saved as the Custom option. To use the new settings, you must select the Custom option each time that you open a program and print.	Delete the MFP and reinstall it. The driver will be automatically configured with the new options when the driver is reinstalled (AppleTalk connections only.) Configuration settings might not be available in Classic mode.

Operating system	Temporarily change settings (from a software program)	Change print job default settings (across all software programs)	Change configuration settings (for example, add a new input tray)
Macintosh OS X.2	On the File menu, click Print . Change the settings that you want on the various pop-up menus.	On the File menu, click Print . Change settings on the various pop-up menus. On the Presets pop-up menu, click Save as , and type a name for the preset. These settings are saved in the Presets menu. To use the new settings, you must select the saved preset option each time that you open a program and print.	Open the Print Center . (Select the hard drive, click Applications , click Utilities , and then double-click Print Center .) Click the print queue. On the Printers menu, click Show Info . Select the Installable Options menu. Configuration settings might not be available in Classic mode.
Macintosh OS X.3	On the File menu, click Print . Change the settings that you want on the various pop-up menus.	On the File menu, click Print . Change settings on the various pop-up menus. On the Presets pop-up menu, click Save as , and type a name for the preset. These settings are saved in the Presets menu. To use the new settings, you must select the saved preset option each time that you open a program and print.	Open the Printer Setup Utility . (Select the hard drive, click Applications , click Utilities , and then double-click Printer Setup Utility .) Click the print queue. On the Printers menu, click Show Info . Select the Installable Options menu.

Software for Macintosh computers

The HP installer provides PostScript Printer Description (PPD) files, Printer Dialog Extensions (PDEs), and the HP LaserJet Utility for use with Macintosh computers.

The embedded Web server can be used by Macintosh computers when the MFP is connected to a network.

PostScript Printer Description Files (PPDs) and Printer Dialog Extension (PDEs)

Use PPDs, in combination with the PostScript drivers, to gain access to the MFP features and to allow the computer to communicate with the MFP. An installation program for the PPDs, PDEs, and other software is provided on the CD-ROM. Use the appropriate PS driver that is provided with the operating system.

HP LaserJet Utility

Use the HP LaserJet Utility to control features that are not available in the printer driver. Use the illustrated screens to select the MFP features that you want. Use the HP LaserJet Utility to perform the following tasks:

- name the MFP, assign it to a zone on the network, and download files and fonts
- configure and set the MFP for Internet protocol (IP) printing

Note

The HP LaserJet Utility is not currently supported for Macintosh OS X, but the utility is supported for the Classic environment.

Installing the printing system software

The following sections contain instructions for installing the printing system software.

The MFP comes with printing system software and printer drivers on a CD-ROM. The printing system software on the CD-ROM must be installed to take full advantage of the MFP features.

If you do not have access to a CD-ROM drive, you can download the printing system software from the Internet at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Note

Sample model scripts for UNIX (HP-UX®, Sun Solaris) and Linux networks are available for download at www.hp.com/support/net_printing.

Installing Windows printing system software for direct connections

This section explains how to install the printing system software for Microsoft Windows 98, Windows Me, Windows NT 4.0, Windows 2000, Windows Server 2003, and Windows XP.

Note

If you are installing the software on Windows NT 4.0, Windows 2000, Windows Server 2003, or Windows XP, make sure that you have administrator privileges.

When installing the printing software in a direct-connect environment, always install the software before connecting the parallel cable. If the parallel cable was connected before the software installation, see [Installing the software after the parallel cable has been connected](#).

To install the printing system software

- 1 Close all of the software programs that are open or running.
- 2 Insert the CD-ROM into the CD-ROM drive. If the welcome screen does not open, start it by using the following procedure:
 - a On the **Start** menu, click **Run**.
 - b Type the following information: `X:/setup` (where X is the letter of the CD-ROM drive).
 - c Click **OK**.
- 3 When prompted, click **Install Printer** and follow the instructions on the computer screen.
- 4 Click **Finish** when the installation is complete. You might need to restart the computer.
- 5 Print a Test Page or a page from any software program to make sure that the software is correctly installed.

If installation fails, reinstall the software. If this fails, check the installation notes and readme files on the CD-ROM or the support flyer that came with the MFP, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for help or more information.

Installing Windows printing system software for networks

The software on the CD-ROM supports network installation with a Microsoft network. For network installation on other operating systems, go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp, or see the *Network Installation Guide* that is included with the MFP.

The HP Jetdirect print server has a 10/100Base-TX network port. If you need an HP Jetdirect print server with another type of network port, see [Parts and accessories](#) or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

The installer does not support MFP installation or MFP object creation on Novell servers. It supports only direct-mode network installations between Windows computers and an MFP. To install your MFP and create objects on a Novell server, use an HP utility (such as HP Web Jetadmin or HP Install Network Printer Wizard) or a Novell utility (such as NWAdmin).

To install the printing system software

- 1 Make sure that the HP Jetdirect print server is configured correctly for the network by printing a configuration page (see [To print an information page](#)). On the second page that prints, locate the MFP IP address. You might need this address to complete network installation. If the MFP is using DHCP IP configuration, use the name on the second page. Otherwise, if the MFP is shut down for an extended period of time, DHCP does not guarantee that the same IP address will be issued.
- 2 Close all software programs that are open or running.
- 3 Insert the CD-ROM into the CD-ROM drive. If the welcome screen does not open, start it by using the following procedure:
 - a On the **Start** menu, click **Run**.
 - b Type the following: `X: /setup` (where X is the letter of the CD-ROM drive).
 - c Click **OK**.
- 4 When prompted, click **Install Printer** and follow the instructions on the computer screen.
- 5 Click **Finish** when installation has completed. You might need to restart the computer.
- 6 Print a Test Page or a page from any software program to make sure that the software is installed correctly.

Note

If installation fails, reinstall the software. If this fails, check the installation notes and readme files on the CD-ROM or the flyer that came with the MFP, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for help or more information.

Setting up a Windows computer to use the network MFP by using Windows-sharing

If the MFP is directly connected to a computer with a parallel cable, you can share the MFP on the network so that other network users can use it.

See your Windows documentation for information about how to make Windows-sharing available. After the MFP is shared, install the printing system software on all computers that share the MFP.

Installing Macintosh printing system software for networks

This section describes how to install Macintosh printing system software. The printing system software supports Mac OS versions 8.6 through 9.2.x, Mac OS version 10.1, and later.

The printing system software includes the following components:

- **PostScript Printer Description (PPD) files**

The PPDs, in combination with the PostScript printer drivers, provide access to the MFP features. An installation program for the PPDs and other software is provided on the CD-ROM that came with the MFP. Use the Apple 8 printer driver that comes with the computer.

- **HP LaserJet Utility**

The HP LaserJet Utility provides access to features that are not available in the printer driver. Use the illustrated screens to select MFP features and complete the following tasks with the MFP:

- Name the MFP.
- Assign the MFP to a zone on the network.
- Assign an IP address to the MFP.
- Download files and fonts.
- Configure and set the MFP for IP or AppleTalk printing.

Note

The HP LaserJet Utility is not currently supported for Macintosh OS X, but the utility is supported for the Classic environment.

To install printer drivers from Mac OS 8.6 to 9.2

- 1 Connect the network cable between the HP Jetdirect print server and a network port.
- 2 Insert the CD-ROM into the CD-ROM drive. The CD-ROM menu runs automatically. If the CD-ROM menu does not run automatically, double-click the CD-ROM icon on the desktop, and then double-click the Installer icon. This icon is located in the Installer/<language> folder of the Starter CD-ROM (where <language> is your language preference). (For example, the Installer/English folder contains the Installer icon for the English software.)
- 3 Follow the instructions on the computer screen.
- 4 Open the Apple Desktop Printer Utility that is located in the {Startup Disk}: Applications: Utilities folder.
- 5 Double-click **Printer (AppleTalk)**.
- 6 Next to AppleTalk Printer Selection, click **Change**.
- 7 Select the MFP, click **Auto Setup**, and then click **Create**.
- 8 On the **Printing** menu, click **Set Default Printer**.

Note

The icon on the desktop is generic. All of the specific print panels appear in the print dialog box in a program.

To install printer drivers from Mac OS 10.1 and later

- 1 Connect the network cable between the HP Jetdirect print server and a network port.
- 2 Insert the CD-ROM into the CD-ROM drive. The CD-ROM menu runs automatically. If the CD-ROM menu does not run automatically, double-click the CD-ROM icon on the desktop, and then double-click the Installer icon. This icon is located in the Installer/<language> folder of the Starter CD-ROM (where <language> is your language preference). (For example, the Installer/English folder contains the Installer icon for the English software.)

- 3 Double-click the **HP LaserJet Installers** folder.
- 4 Follow the instructions on the computer screen.
- 5 Double-click the Installer icon for the appropriate language.
- 6 On your computer hard drive, double-click **Applications**, double-click **Utilities**, and then double-click **Print Center**.
- 7 Click **Add Printer**.
- 8 Select the AppleTalk connection type on OS X 10.1 and the Rendezvous connection type on OS X 10.2.
- 9 Select the MFP name.
- 10 Click **Add Printer**.
- 11 Close the Print Center by clicking the close button in the upper-left corner.

Note

Macintosh computers cannot be connected directly to the MFP by using a parallel port.

Installing the software after the parallel cable has been connected

If you have already connected a parallel cable to a Windows computer, the **New Hardware Found Wizard** appears when you turn on the computer.

To allow the Wizard to search the CD and automatically install the printing system software

- 1 In the **New Hardware Found** dialog box, click **Search CD-ROM drive**.
- 2 Click **Next**.
- 3 Follow the instructions on the computer screen.
- 4 Print a Test Page or a page from any software program to make sure that the software is installed correctly.

If installation fails, reinstall the software. If this fails, check the installation notes and readme files on the CD-ROM or the flyer that came with the MFP, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for help or more information.

Uninstalling the software

This section explains how to uninstall the printing system software.

To remove software from Windows operating systems

Use the Uninstaller in the HP LaserJet 9040mfp/Tools program group or the HP LaserJet 9050mfp/Tools program group to select and remove any or all of the Windows HP printing system components.

- 1 Click **Start** and then click **Programs**.
- 2 Click the MFP name and then click **Tools**.
- 3 Click **Uninstaller**.
- 4 Click **Next**.
- 5 Select the HP printing system components that you want to uninstall.
- 6 Click **OK**.
- 7 Follow the instructions on the computer screen to complete the uninstallation.

To remove software from Macintosh operating systems

Drag the HP LaserJet folder and PPDs to the trash can.

Software for networks

For a summary of available HP network installation and configuration software solutions, see the *HP Jetdirect Print Server Administrator's Guide*. You can find this guide on the CD-ROM that is included with the MFP.

HP Web Jetadmin

Use HP Web Jetadmin to manage HP Jetdirect connected products within your intranet by using a browser. HP Web Jetadmin is a browser-based management tool, and should be installed only on a single network administration server. It can be installed and run on Red Hat Linux; Suse Linux; Windows NT 4.0 Server and Workstation; Windows 2000 Professional, Server, and Advanced Server; and Windows XP with Service Pack 1.

To download a current version of HP Web Jetadmin and for the latest list of supported host systems, visit HP Customer Care Online at www.hp.com/go/webjetadmin.

When HP Web Jetadmin is installed on a host server, any client can gain access to it through a supported Web browser (such as Microsoft Internet Explorer 5.5 and 6.0 or Netscape Navigator 7.0).

HP Web Jetadmin has the following features:

- The task-oriented user interface provides configurable views, saving network managers significant time.
- The customizable user profiles let network administrators include only the function that the user will view or use.
- Instant e-mail notification of hardware failure, low supplies, and other MFP problems can be routed to different people.
- Remote installation and management can be completed from any location by using only a standard Web browser.
- The advanced autodiscovery locates peripherals on the network, without manually entering each MFP into a database.
- It offers simple integration into enterprise management packages.
- Users can quickly find peripherals based on parameters such as IP address, color capability, and model name.
- Peripherals can be easily organized into logical groups, with virtual office maps for easy navigation.
- Multiple products can be configured and managed at the same time.

For the latest information about HP Web Jetadmin, go to www.hp.com/go/webjetadmin.

UNIX

The HP Jetdirect Printer Installer for UNIX is a simple installation utility for HP-UX and Solaris networks. It is available for download from HP Customer Care Online at www.hp.com/support/net_printing.

Utilities

The MFP is equipped with several utilities to make it easy to monitor and manage the MFP on a network.

Embedded Web server

This MFP is equipped with an embedded Web server, which provides access to information about MFP and network activities. A Web server provides an environment in which Web programs can run, similar to the way an operating system, such as Windows, provides an environment for programs to run on your computer. The output from these programs can then be viewed in a Web browser, such as Microsoft Internet Explorer or Netscape Navigator.

When a Web server is “embedded,” that means that it resides on a hardware device (such as an MFP) or in firmware, rather than as software that is loaded on a network server.

The advantage of an embedded Web server is that it provides an interface to the MFP that anyone who has a network-connected computer or a standard Web browser can use. You do not need to install or configure any special software. For more information about the HP embedded Web server, see the *Embedded Web Server User Guide*. You can find this guide on the CD-ROM that was included with the MFP.

For information about the features and functionality of the embedded Web server, see [Embedded Web server](#).

HP Toolbox

The HP Toolbox is a Windows-only software program that can be used for the following tasks:

- check the MFP status
- print internal MFP pages

You can view the HP Toolbox when the MFP is connected to a network. You must have performed a complete software installation before using the HP Toolbox.

For more information about the HP Toolbox, see [HP Toolbox](#).

Other components and utilities

Several software programs are available for Windows and Macintosh OS users, as well as for network administrators. These programs are summarized in the following table.

Windows	Macintosh OS	Network administrator
<ul style="list-style-type: none">● Software installer — automates the printing system installation● Online Web registration● HP Toolbox	<ul style="list-style-type: none">● PostScript Printer Description files (PPDs) — for use with the PostScript drivers that come with the Mac OS● LaserJet Utility (available from the Internet) — a product management utility for Mac OS users● HP Toolbox (for Mac OS X v10.2 and later)	<ul style="list-style-type: none">● HP Web Jetadmin — a browser-based system management tool (see www.hp.com/go/webjetadmin for the latest HP Web Jetadmin software)● HP Jetdirect Printer Installer for UNIX — available for download from www.hp.com/support/net_printing

Communicating by using the HP Jetdirect embedded print server

The MFP has an embedded print server. If you cannot communicate with the MFP over the network, check the operation of the embedded print server. Check the embedded Jetdirect configuration page for the message `I/O CARD READY`, and for the correct network configuration settings. See [To print a configuration page](#) for instructions.

Verify that the print server was able to link to the network automatically:

- Check that a link LED on the MFP's LAN (RJ-45) connector is lit, which indicates a successful link. A link failure is indicated when both LEDs are off.
- Check the embedded Jetdirect configuration page for error messages. The message `LOSS OF CARRIER ERROR` indicates a link failure.

For link failures, check all of the network cable connections. In addition, you can try to manually configure the link settings on the embedded print server by using the MFP control-panel menus (`MENU`, `CONFIGURE DEVICE`, `I/O`, `EMBEDDED JETDIRECT MENU`, `LINK SPEED`).

Note

HP Jetdirect print servers are available for many different network connections, including 802.11 networks.

Communicating by using the HP Jetdirect print server

If you cannot communicate with the MFP over the network, check the operation of the print server. Check the Jetdirect configuration page for the message `I/O CARD READY`.

To print a configuration page

- 1 On the touch screen of the graphical display touch `Menu`.
- 2 Touch `Information`.
- 3 Touch `Print Configuration`.

For troubleshooting information, see the documentation that came with the print server.

Embedded Web Server

The HP LaserJet 9040mfp/9050mfp comes equipped with an embedded Web server. Use the HP embedded Web server to view the MFP and network card status and to manage printing functions from your computer. With the HP embedded Web server, you can complete the following tasks:

- view MFP status information
- determine the remaining life on all supplies and order new ones
- view and change tray configurations
- view and change the MFP control-panel menu configuration
- view and print internal pages
- receive notification of MFP and supplies events
- add or customize links to other Web sites
- select the language in which to show the embedded Web server pages
- view and change network configuration

You can also use the embedded Web server to perform the print-job management functions that would usually be done at the MFP control panel, including these functions:

- Changing MFP settings
- Changing MFP configuration
- Canceling print jobs

To gain access to the embedded Web server

Note

To use the embedded Web server, you must have an IP-based network and a Web browser.

In your Web browser, type the IP address assigned to the MFP. For example, if the MFP IP address is 169.1.2.3, you would type this address: `http://169.1.2.3`

For more information, see the *HP Embedded Web Server User Guide* at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

HP Toolbox

The HP Toolbox is a Web application that you can use for the following tasks:

- Check the MFP status
- Print internal MFP information pages

You can view the HP Toolbox when the MFP is connected to a network. The HP Toolbox software is automatically installed as part of the typical software installation.

Note

You do not need Internet access to open and use the HP Toolbox. However, if you click a link in the Other Links area, you must have Internet access to go the site that is associated with the link. See [Other links](#) for more information.

Supported operating systems

The HP Toolbox is supported for the following operating systems:

- Windows 98, Windows 2000, Windows Me, Windows Server 2003, and Windows XP
- Macintosh OS 10.2 or later

Supported browsers

To use the HP Toolbox, you must have one of the following browsers:

- Microsoft Internet Explorer 5.5 or later (Internet Explorer 5.2 or later for Macintosh)
- Netscape Navigator 7.0 or later (Netscape Navigator 7.0 or later for Macintosh)
- Opera Software ASA Opera 7.0 for Windows
- Safari 1.0 software for Macintosh

All HP Toolbox pages can be printed from the browser.

To view HP Toolbox

On the **Start** menu, select **Programs**, select **HP LaserJet 9040mfp/9050mfp**, and then select **HP LaserJet Toolbox**.

Note

You can also view the HP Toolbox by clicking the system tray icon or the desktop icon.

The HP Toolbox opens in a Web browser.

Note

After you open the HP Toolbox, you can bookmark it in your browser so that you can return to it quickly in the future.

HP Toolbox sections

The HP Toolbox software contains the following sections and options:

- [Status tab](#)
- [Alerts tab](#)
- [Device Settings button](#)
- [HP Toolbox links](#)
- [Other links](#)

Status tab

The **Status** tab has links to the following main pages:

- **Device Status.** View MFP status information. This page indicates various MFP conditions such as a paper jam or an empty tray. Use the virtual control panel buttons on this page to change MFP settings. After you correct a problem with the MFP, click the **Refresh** button to update the device status.
- **Supplies Status.** View detailed supplies status such as the percent of toner remaining in the print cartridges and the number of pages that have been printed with the current print cartridges. This page also has links to order supplies and to find recycling information.
- **Print Info Pages.** Print the configuration page and other information pages that are available for the MFP, such as the **Supplies Status** page, the **Demo** page, and the **Menu Map**.

Alerts tab

Use the **Alerts** tab to configure the MFP to automatically notify you of MFP alerts. The **Alerts** tab has links to the following main pages:

- [Set up status alerts](#)
- [Administrative settings](#)

Set up status alerts page

On the **Set up status alerts** page, you can choose to turn alerts on or off, specify when the MFP should send an alert, and select from the following types of alerts:

- a pop-up message
- a task bar icon

Click **Apply** to activate the settings.

On the **Administrative settings** page, you can set the frequency of how often the HP Toolbox checks for MFP alerts. The following settings are available:

- **Less often:** every 15,000 milliseconds
- **Normal:** every 8,000 milliseconds
- **More often:** every 4,000 milliseconds

If you want to reduce network I/O traffic, reduce the frequency that the MFP checks for alerts.

Device Settings button

Clicking the **Device Settings** button connects you to the MFP's embedded Web server.

See [Embedded Web Server](#) for more information.

HP Toolbox links

The HP Toolbox links on the left side of the screen provide links to the following options:

- **Select a device.** Select from all of the HP Toolbox-enabled devices.
- **View current alerts.** View the current alerts for all of the installed products. (You must be printing to view current alerts.)
- **Text only page.** View HP Toolbox as a site map linking to text-only pages.

Other links

Each page in the HP Toolbox contains links to the HP Web site for the following information:

- Product registration
- Product support
- Ordering supplies
- HP Instant Support™

You must have Internet access to use any of these links. If you use a dial-up connection and did not connect to the Internet when you first opened the HP Toolbox, you must connect to the Internet before you can visit these Web sites.

Loading input trays

This section contains information about loading standard- and custom-size media into the four input trays.

CAUTION

To avoid a jam, never add or remove paper from Tray 1 or open Tray 2, Tray 3, or Tray 4 while printing or copying from that tray.

To avoid damaging the MFP, print labels, envelopes, and transparencies from Tray 1 only. Send labels, envelopes, and transparencies to the upper bin. Print on only one side of labels, envelopes, and transparencies.

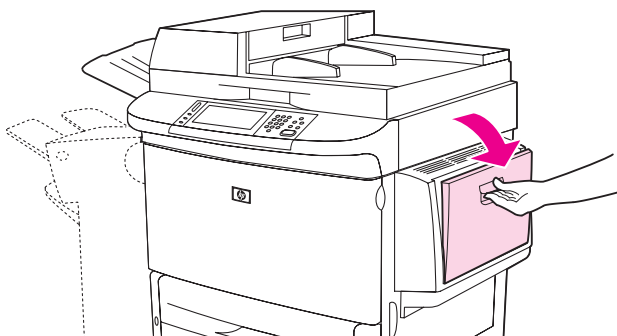
Loading Tray 1

Tray 1 holds up to 100 sheets of paper or 10 envelopes. For more information about supported media, see [Media specifications](#).

To load Tray 1 for occasional one-time use

Use this procedure if Tray 1 is usually left empty and is used for printing on a variety of sizes or types of paper.

- 1 Open Tray 1.



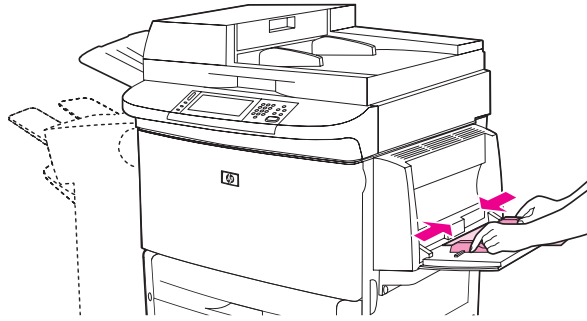
- 2 Load paper according to size and finishing options. See [Orienting media](#) for information about loading preprinted, letterhead, and prepunched paper.



CAUTION

To avoid jams, print sheets of labels one sheet at a time.

- 3 Adjust the paper guides so they lightly touch the paper stack, but do not bend the paper.



- 4 Make sure the paper fits under the tabs on the guides and not above the load level indicators.

Note

If printing on A3- or 11 x 17-size paper, or other long media, also pull out the tray extension until it stops.

- 5 Look at the control panel display within a few seconds of loading the paper. (Open and close the tray again if the time has already elapsed.)
- 6 If the control panel does *not* display the message TRAY 1 <TYPE> <SIZE>, then the tray is ready to use.
- 7 If the control panel displays TRAY 1 <TYPE> <SIZE>, touch OK to change the size and type configuration. The size menu is displayed.
- 8 Touch ANY SIZE. The control panel displays SETTING SAVED.
- 9 Touch ANY TYPE. The control panel displays SETTING SAVED.
- 10 If the control panel displays TRAY 1 ANY SIZE ANY TYPE, then the tray is ready for occasional one-time use for a variety of paper.
- 11 Touch EXIT to accept the size and type settings.

To load Tray 1 when the same paper is used for multiple print jobs

Use the following procedure if Tray 1 is loaded continually with the same type of paper, and the paper is not usually removed from Tray 1 between print jobs. The following procedure can also increase the MFP performance when printing from Tray 1.

CAUTION

To avoid a jam, never add or remove paper from a tray while printing from that tray.

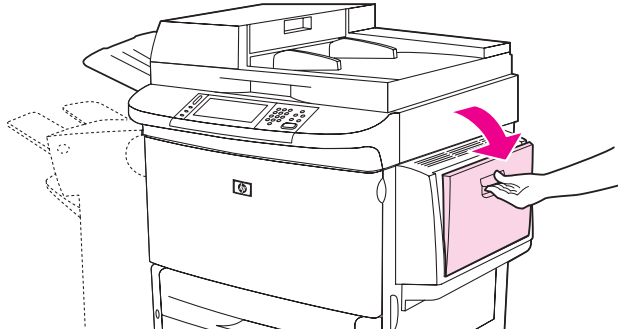
- 1 Touch MENU.
- 2 Touch PAPER HANDLING.
- 3 Touch TRAY 1 SIZE.
- 4 Touch the correct paper size. The control panel displays SETTING SAVED.

Note

If you select CUSTOM as the paper size, also select the unit of measure and the X and Y dimensions.

- 5 Touch TRAY 1 TYPE.
- 6 Touch the correct paper type. The control panel displays SETTING SAVED.
- 7 Touch EXIT to exit the menus.

8 Open Tray 1.



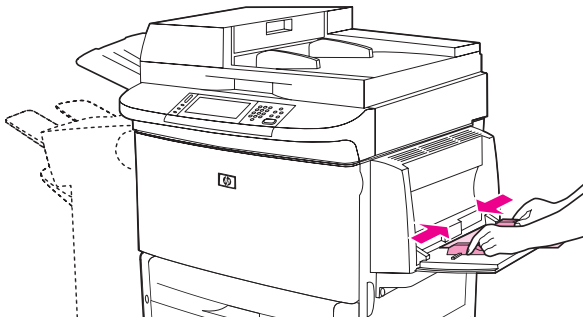
- 9 Load paper according to size and finishing options. See **Orienting media** for information about loading preprinted, letterhead, and punched paper.



CAUTION

To avoid jams, print sheets of labels one sheet at a time.

- 10 Adjust the paper guides so they lightly touch the paper stack, but do not bend the paper.



- 11 Make sure the paper fits under the tabs on the guides and not above the load level indicators.

Note

If printing on A3- or 11 x 17-size paper, or other long media, also pull out the tray extension until it stops.

- 12 Look at the control panel display within a few seconds of loading the paper. The tray configuration is displayed. (Open and close the tray again if the time has already elapsed.)
- 13 Touch **EXIT** to exit the menus. The tray is ready to use.

Loading Trays 2, 3, and 4

Trays 2 and 3 hold up to 500 sheets of standard media. Tray 4 holds up to 2,000 sheets of standard media. For information about paper specifications, see [Media specifications](#).

To load detectable standard-size paper in Trays 2, 3, and 4

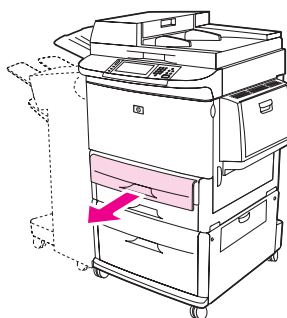
Follow this procedure to load detectable standard-size paper in the tray. The following are the detectable sizes, which are marked inside the tray:

- A4
- Letter
- A3
- Legal
- Executive
- 11 x 17
- B4 (JIS)
- B5 (JIS)
- A4-Rotated
- Letter-Rotated

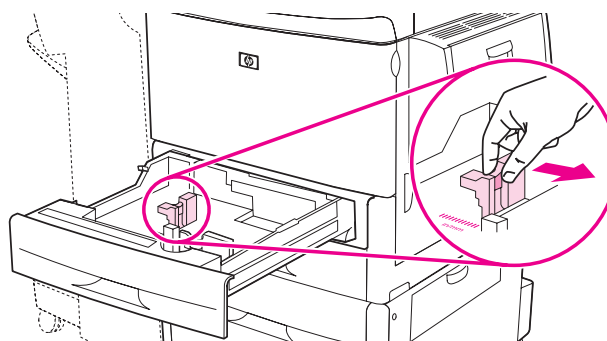
CAUTION

To avoid a jam, never add or remove paper from a tray while printing from that tray.

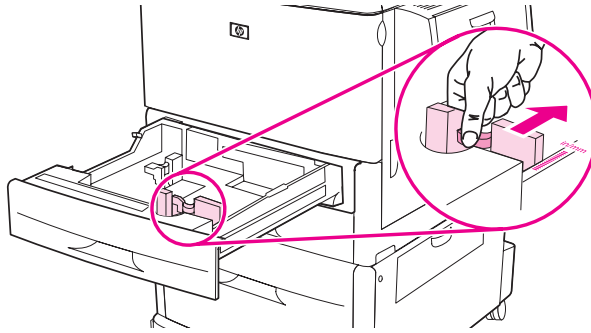
- 1 Open the tray until it stops.



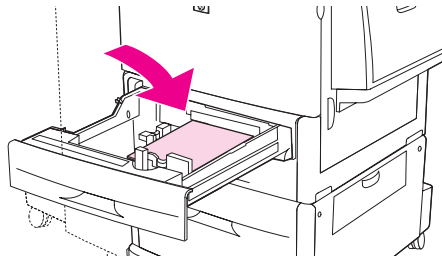
- 2 Adjust the left (Y) paper guide by pressing the tab on the guide and set the guide to the correct paper size.



- 3 Adjust the front (X) paper guide by pressing the tab on the guide and set the guide to the correct paper size.



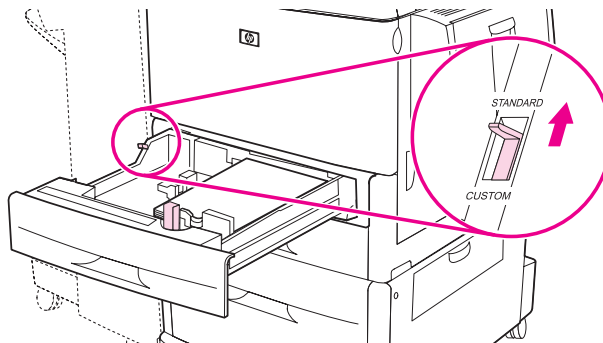
- 4 Load (orient) the paper according to size.



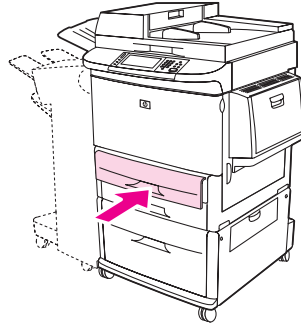
Note

See [Orienting media](#) for information about loading preprinted, letterhead, and prepunched paper.

- 5 Set the Custom/Standard switch to Standard.



- 6 Close the tray.



- 7 Look at the control panel within a few seconds of closing the tray. (Open and close the tray if the time has already elapsed.) The control panel displays the tray size and type configuration. Do one of the following:
 - If the size and type settings are correct, touch EXIT to accept the settings.
 - If the size and type settings are not correct, touch OK. The TRAY N SIZE=*<SIZE> menu is displayed.
- 8 To change the size setting, touch the correct paper size. The message SETTING SAVED is displayed for a moment, and then the tray type menu is displayed.

Note

Depending on the size that you selected, the MFP might prompt you to move the Custom/Standard switch in the tray to another position. The MFP might also prompt you to move the paper guides. Follow the instructions on the control panel, close the tray, and then repeat this procedure starting with step 7.

- 9 To change the type setting, touch the correct paper type. The message SETTING SAVED is displayed for a moment, and then the size and type settings are displayed.
- 10 If the size and type settings are correct, touch EXIT to accept the settings. The tray is ready to use.

To load undetectable standard-size paper in Trays 2, 3, and 4

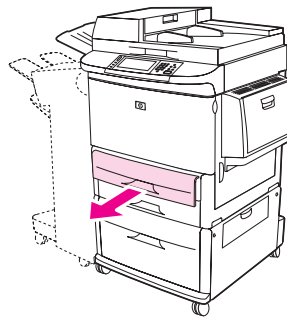
Follow this procedure to load undetectable standard-size paper in the tray. The following are the undetectable sizes:

- 8K
- 16K
- A5
- Statement
- JIS Executive
- 8.5 x 13 (216 x 330 mm).

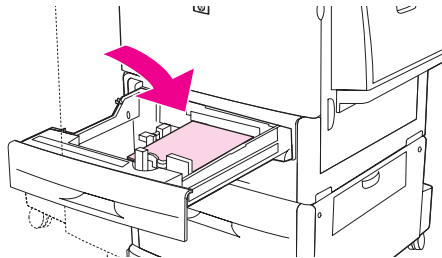
CAUTION

To avoid a jam, never add or remove paper from a tray while printing from that tray.

- 1 Open the tray until it stops.



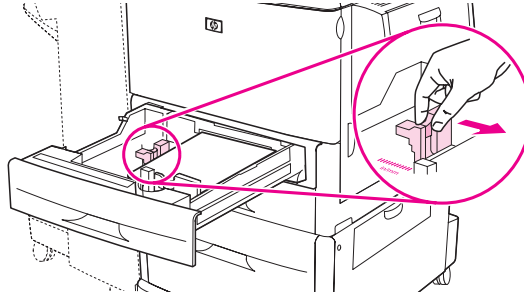
- 2 Press the tab on the front paper guide and slide the guide all the way out.
- 3 Press the tab on the left paper guide and slide the guide all the way out.
- 4 Load (orient) the paper according to size.



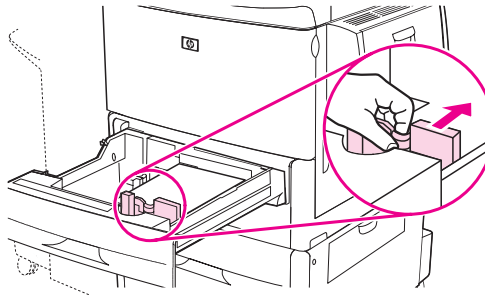
Note

See [Orienting media](#) for information about loading preprinted, letterhead, and prepunched paper.

- Adjust the left paper guide by pressing the tab on the guide and slide the guide until it gently touches the paper



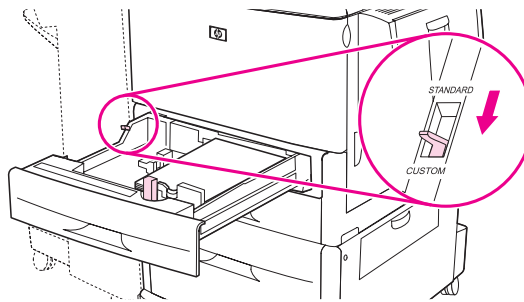
- Adjust the front paper guide by pressing the tab on the guide and slide the guide until it gently touches the paper.



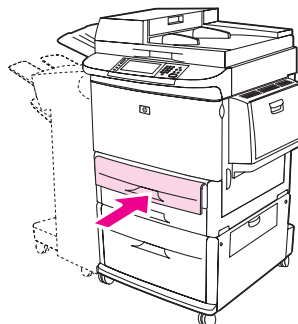
Note

When loading Tray 4, make sure that the paper guide lock is in the up position.

- Set the Custom/Standard switch to Custom.



- Close the tray.



- 9 Look at the control panel within a few seconds of closing the tray. (Open and close the tray if the time has already elapsed.) The control panel displays the tray size and type settings. Do one of the following:
 - If the size and type settings are correct, touch EXIT to accept the settings.
 - If the size and type settings are not correct, touch OK. The TRAY N SIZE=*<SIZE> menu is displayed.
- 10 To change the size setting, touch the correct paper size. The message SETTING SAVED is displayed for a moment, and then the tray type menu is displayed.

Note

Depending on the size that you selected, the MFP might prompt you to move the Custom/Standard switch in the tray to another position. The MFP might also prompt you to move the paper guides. Follow the instructions on the control panel, close the tray, and then repeat this procedure starting with step 9.

- 11 To change the type setting, Touch the correct paper type. The message SETTING SAVED is displayed for a moment, and then the size and type settings are displayed.
- 12 If the size and type settings are correct, touch EXIT to accept the settings. The tray is ready to use.

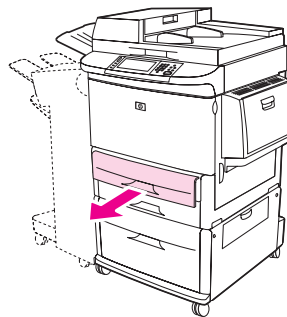
Loading custom media in Trays 2, 3, and 4

Use the following procedure to load custom-size paper in the tray.

CAUTION

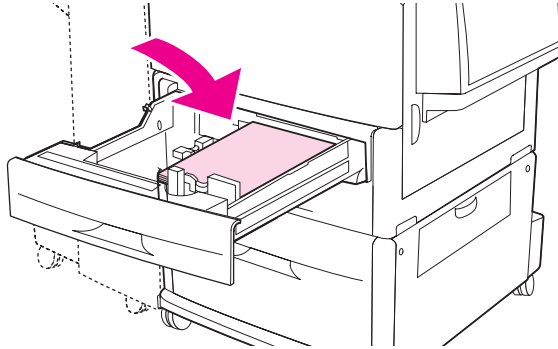
To avoid a jam, never add or remove paper from a tray while printing from that tray.

- 1 Open the tray until it stops.



- 2 Press the tab on the front (X) paper guide and slide the guide all the way out.
- 3 Press the tab on the left (Y) paper guide and slide the guide all the way out.

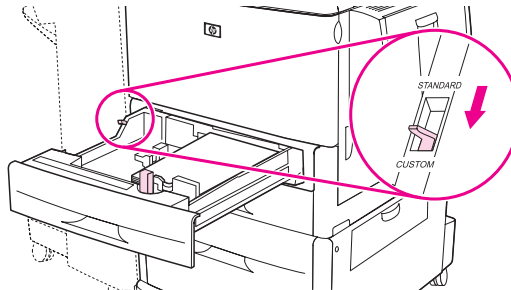
- 4 Load (orient) the paper according to size.



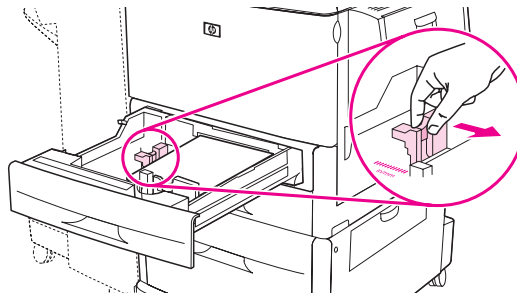
Note

See **Orienting media** for instructions on loading preprinted, letterhead, and prepunched paper.

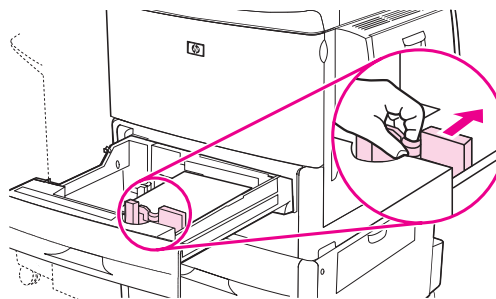
- 5 Set the Custom/Standard switch to Custom.



- 6 Adjust the left (Y) paper guide by pressing the tab on the guide and slide the guide until it gently touches the paper.



- 7 Adjust the front (X) paper guide by pressing the tab on the guide and slide the guide until it gently touches the paper.

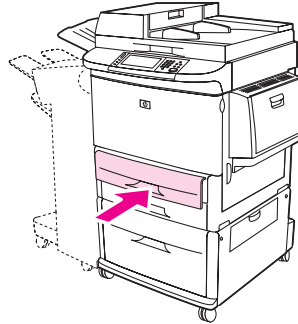


- Note the orientation of the paper, as well as the value of the X dimension and the Y dimension. The X and Y dimensions are marked in the tray. You will need this information for a later step.

Note

When loading Tray 4, make sure that the paper guide lock is in the up position.

- Close the tray.



- Look at the control panel within a few seconds of closing the tray. (Open and close the tray if the time has already elapsed.) The control panel displays the tray size and type configuration.
 - If the size and type settings are correct, touch **EXIT** to accept the settings. The tray is ready to use. (You do not need to complete the rest of this procedure unless you want to configure the exact custom dimension. See the following note for more information.)
 - To change the size setting, touch **OK**. The **TRAY N SIZE=*<SIZE>** menu is displayed.

Note

If the size displayed on the control panel is **CUSTOM**, then the tray size is set to **ANY CUSTOM**. The tray will match any custom-size print job, even if the print-job dimensions are different from the dimensions of the paper that is loaded in the tray. If you prefer, you can specify the exact dimensions of the custom-size paper that is loaded in the tray. When you specify exact dimensions, the dimensions are displayed as the size, rather than **CUSTOM**.

- Touch **CUSTOM**. The **UNIT OF MEASURE** menu is displayed.

Note

The MFP might prompt you to move the Custom/Standard switch in the tray to another position. The MFP might also prompt you to move the paper guides. Follow the instructions on the control panel, close the tray, and then repeat this procedure starting with step 10.

- Touch unit of measure (**MILLIMETERS** or **INCHES**). (If you are using the measurement on the tray guide, select **MILLIMETERS**.)
- Use the numeric keypad to select the X (front to back) dimension.
- Touch **OK**.
- Use the numeric keypad to select the Y (left to right) dimension.
- Touch **OK**. The control panel displays **SETTING SAVED** for a moment. The tray size in dimensions is then displayed.
- Touch **EXIT** to accept the settings. The tray is ready to use.

Configuring the trays by using the Paper Handling menu

You can configure the paper type and size for the input trays without a prompt on the MFP control panel display. Use the following procedure to gain access to the Paper Handling menu and configure the trays.

To configure the paper size for a tray

- 1 Touch MENU.
- 2 Touch PAPER HANDLING.
- 3 Touch TRAY N SIZE.
- 4 Touch the paper size loaded.
- 5 Touch EXIT to exit the menus.

Note

Depending on the size that you selected, the MFP might prompt you to move the Custom/Standard switch in the tray to another position. The MFP might also prompt you to move the paper guides. Follow the instructions on the control panel, and then close the tray.

To configure the paper type for a tray

- 1 Touch MENU.
- 2 Touch PAPER HANDLING.
- 3 Touch TRAY N TYPE.
- 4 Touch the paper type loaded.
- 5 Touch EXIT to exit the menus.

2 The control panel

Overview

The MFP control panel has a touch-screen graphical display that offers an integrated approach to copying, e-mail, and printing.

The control panel provides you with all of the features of a standard photocopier, plus printing and e-mail capabilities. Use the control panel to describe the features of the original document, to specify any modifications to the scanned image, and to select the features that you want in the copy. For example, you can describe the original document as an A4-sized, duplexed, text document, and then you can apply scaling or contrast changes in the copy. Next, select copy options such as tray and paper size to be used for copying. The graphical display shows a representative image (page icon) of both the original document and the copy.

In addition, use the control panel menus that to set system defaults, customize settings for a particular job, and store and retrieve printed and scanned jobs.

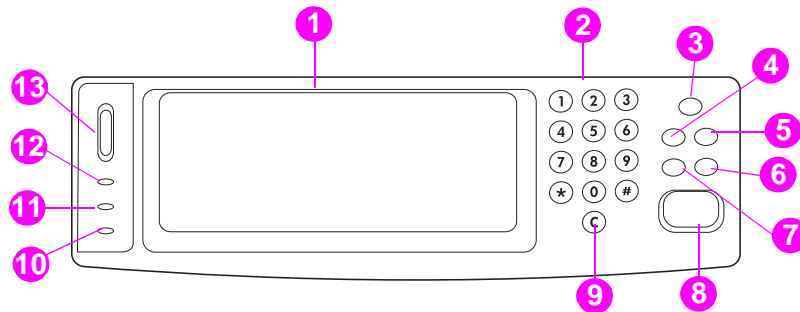
This chapter introduces the following control panel topics:

- [Control-panel layout](#)
- [Home screen navigation](#)
- [Help system](#)

Specific information about sending, copying, and printing tasks appear in later chapters.

Control-panel layout

The control panel includes a touch-screen graphical display, job-control buttons, a numeric keypad, and three light-emitting diode (LED) indicator lights.



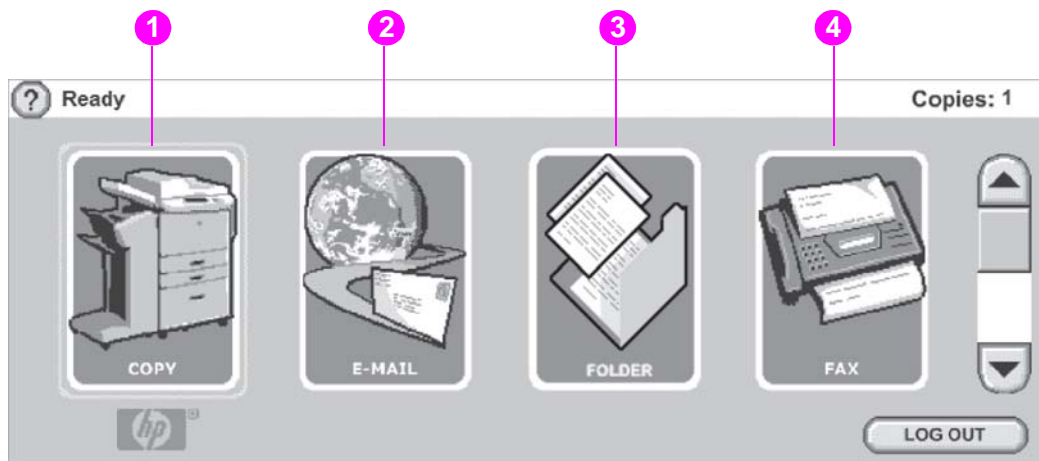
1. Touch-screen graphical display
2. Numeric keypad
3. SLEEP button
4. MENU button
5. STATUS button
6. STOP button
7. RESET button
8. START button
9. CLEAR button
10. Attention light
11. Data light
12. Ready light
13. Display contrast adjustment

Control panel features

Features/ Keys	Function
?	Provides access to “What is this?” Help. This function is embedded in the touch-screen menus.
RESET	Resets the job settings to factory or user-defined default values.
STOP	Cancels the active job.
START	Begins a copy job, starts digital sending, or continues a job that has been interrupted.
Numeric keypad	Allows you to type numeric values for number of copies required and other numeric values.

Home screen navigation

Use the following control-panel elements in the graphical display to gain access to MFP features.



1. Touch this to use the copy screen. For more information, see [Copy-screen navigation](#).
2. Touch this to use the e-mail screen. For more information, see [E-mail basics](#).
3. Touch this to use the folder screen. For more information, see [Sending documents](#).
4. Touch this to use the fax screen. For more information, see the *HP Fax User Guide*.

Help system

At any time, you can gain access to the help system on the touch screen of the graphical display.

“What is this?” Help

The MFP provides information about any topic on the touch screen of the graphical display. On the top level screen, touch **?**, and then touch **What is this?**. After touching an item, a pop-up dialog box opens and displays information about the item you touched. After reading the information, touch a clear space on the screen to remove the **What is this?** pop-up dialog box.

On other levels of the touch screen, you can gain access to the Help system by touching **?**, which is located in the upper-left corner of each screen.

“Show me how” Help

The **Show me how** Help contains information about how to use the MFP features.

- 1 On the graphical touch-screen display on the control panel, touch **Help**.
- 2 Touch **Show me how**. Choose a topic from the **Show Me How Index** screen by using the scroll bar to highlight a topic.
- 3 Touch **OK**.

Show me how also appears on a **What is this?** pop-up dialog box if the item you chose is a function that includes instructions. For example, if you touch **What is this? Help**, and then touch **Enhance**, you see a **Show me how** button in the pop-up dialog box. Touch the **Show me how** button for information about how to enhance your copies.

Print this topic

To print any of the **Show me how** instructions,

- 1 Touch **?**.
- 2 Touch **Show me how**.
- 3 Touch the desired topic.

3 Printing

Overview

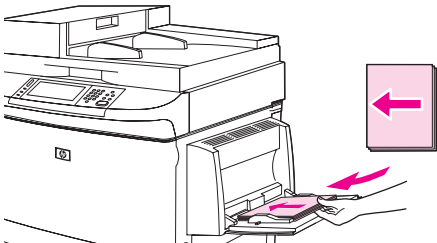
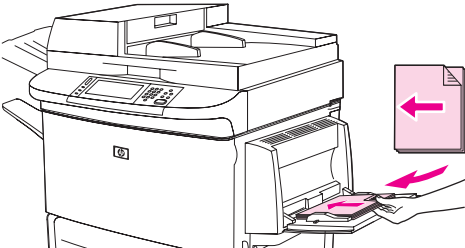
This chapter addresses the following topics:

- Orienting media
- Basic printing instructions
- Selecting the output bin
- Printing on envelopes
- Printing on special paper
- Printing on both sides of paper (duplexing)
- Using features in the printer driver
- Setting the registration
- Different first page
- Including a blank back page
- Printing multiple pages on one sheet of paper
- Customizing Tray 1 operation
- Specifying paper to print on
- Job storage features
 - Printing a private job
 - Storing a print job
 - Creating a QuickCopying job
 - Proofing and holding a job

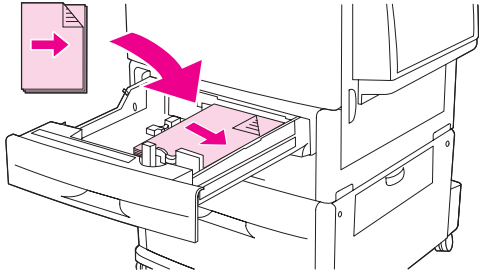
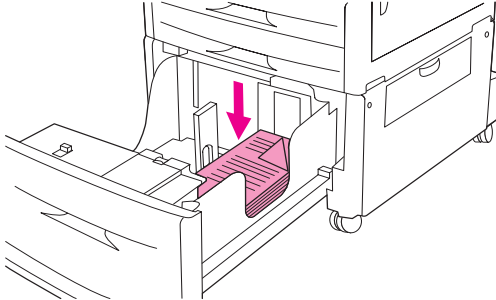
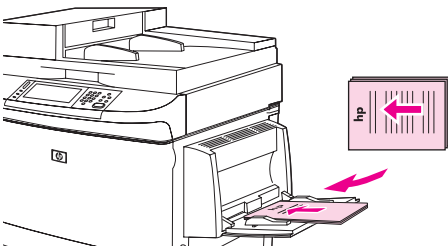
Orienting media

Orient media types and sizes according to the tray from which the media will print and according to whether the media will be duplexed (printed on both sides).

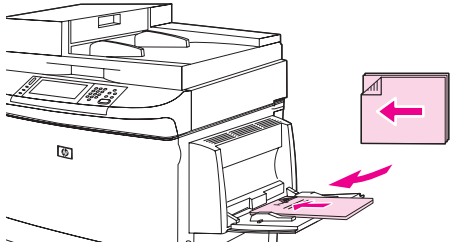
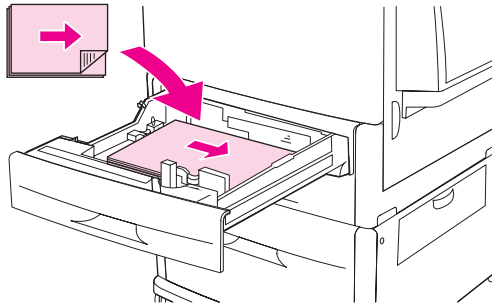
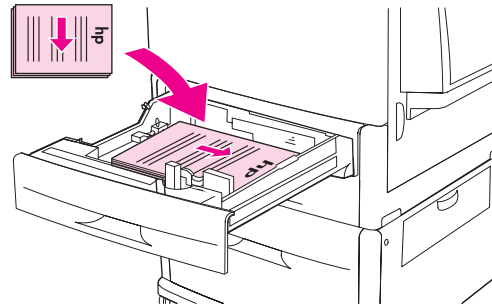
Use the following table to determine how to orient paper and other media in the trays.

Type of media	Tray	Two-sided (duplexed)	Media orientation
Letter or A4, including letterhead (weights up to 216 g/m ²) (58 lb bond)	1	No*	Long edge toward feed direction; side to be printed on facing up. 
Letter or A4, including letterhead (weights up to 216 g/m ²) (58 lb bond) NOTE For better duplexing performance, set the size and type for Tray 1	1	Yes	Long edge toward feed direction; first side to be printed on facing down.  Note: When printing on paper that is both prepunched <i>and</i> preprinted/letterhead, orient the paper in the same way that you would orient preprinted/letterhead paper.

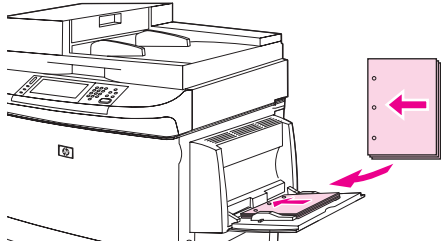
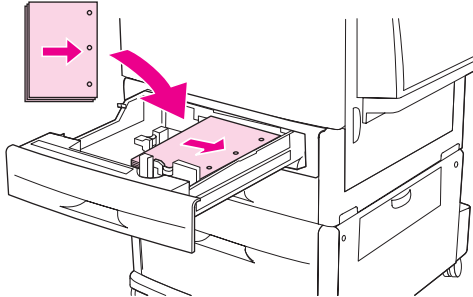
* When Alternate Letterhead mode is enabled and **Letterhead** or **Preprinted** is selected as the media type, you must orient the media for two-sided (duplex) printing. For more information, see [Alternate Letterhead mode](#).

Type of media	Tray	Two-sided (duplexed)	Media orientation
Letter or A4, including letterhead (weights up to 199 g/m ²) (53 lb bond)	2, 3, or 4	No*	<p>Long edge toward feed direction; side to be printed on facing down.</p>  <p>Note: When printing on paper that is both prepunched <i>and</i> preprinted/letterhead, orient the paper in the same way that you would orient preprinted/letterhead paper.</p>
Letter or A4, including letterhead (weights up to 199 g/m ²) (53 lb bond)	2, 3, or 4	Yes	<p>Long edge toward feed direction; first side to be printed on facing up.</p> 
Other standard sizes and custom sizes (weights up to 216 g/m ²) (58 lb bond)	1	No*	<p>Short edge toward feed direction; side to be printed on facing up.</p> 

* When Alternate Letterhead mode is enabled and **Letterhead** or **Preprinted** is selected as the media type, you must orient the media for two-sided (duplex) printing. For more information, see [Alternate Letterhead mode](#).

Type of media	Tray	Two-sided (duplexed)	Media orientation
Other standard sizes and custom sizes (weights up to 216 g/m ²) (58 lb bond) NOTE For better duplexing performance, set the size and type for Tray 1	1	Yes	Short edge toward feed direction; first side to be printed on facing down. 
Other standard sizes and custom sizes (weights up to 199 g/m ²) (53 lb bond)	2, 3, or 4	No*	Short edge toward feed direction; side to be printed on facing down. 
Other standard sizes and custom sizes (weights up to 199 g/m ²) (53 lb bond)	2, 3, or 4	Yes	Short edge toward feed direction; first side to be printed on facing up. 

* When Alternate Letterhead mode is enabled and **Letterhead** or **Preprinted** is selected as the media type, you must orient the media for two-sided (duplex) printing. For more information, see [Alternate Letterhead mode](#).

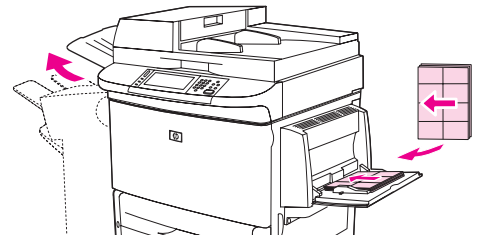
Type of media	Tray	Two-sided (duplex)	Media orientation
Prepunched letter or A4 (weights up to 216 g/m ²) (58 lb bond) NOTE For better duplexing performance, set the size and type for Tray 1	1	Either	Long edge with holes toward feed direction; (first) side to be printed on facing up. 
Prepunched letter or A4 (weights up to 199 g/m ²) (53 lb bond)	2, 3, or 4	Either	Long edge with holes toward feed direction; (first) side to be printed on facing down. 

Note: When printing on paper that is both prepunched and preprinted/letterhead, orient the paper in the same way that you would orient preprinted/letterhead paper.

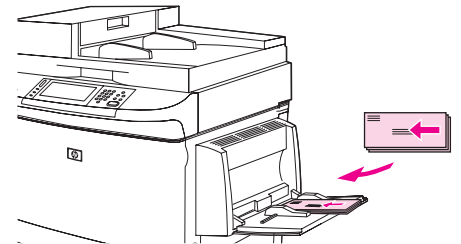
Note: When printing on paper that is both prepunched and preprinted/letterhead, orient the paper in the same way that you would orient preprinted/letterhead paper.

* When Alternate Letterhead mode is enabled and **Letterhead** or **Preprinted** is selected as the media type, you must orient the media for two-sided (duplex) printing. For more information, see [Alternate Letterhead mode](#).

Type of media	Tray	Two-sided (duplexed)	Media orientation
Labels, letter, A4-size sheets, or transparencies	Tray 1 only	No (Never duplex)	Long edge toward feed direction; side to be printed on facing up.



Envelopes	Tray 1 only	No (Never duplex)	Short edge toward feed direction; side to be printed on facing up and the postage end toward the MFP. If the height of the envelope is greater than 190 mm (7.5 inches), feed the flap-edge first. Otherwise, feed the flap-edge toward rear of the MFP.
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* When Alternate Letterhead mode is enabled and **Letterhead** or **Preprinted** is selected as the media type, you must orient the media for two-sided (duplex) printing. For more information, see [Alternate Letterhead mode](#).

Alternate Letterhead mode

Windows printer drivers include an Alternate Letterhead mode, which is configured on the **Device Settings** tab in the MFP properties (in the Windows control panel). This mode causes all print jobs with media types of Letterhead and Preprinted to be treated as two-sided (duplexed), so that you can load paper the same way for one-sided and two-sided (duplex) printing. Because the print speed is the same as it is for two-sided (duplex) printing, one-sided jobs print at approximately half-speed.

Basic printing instructions

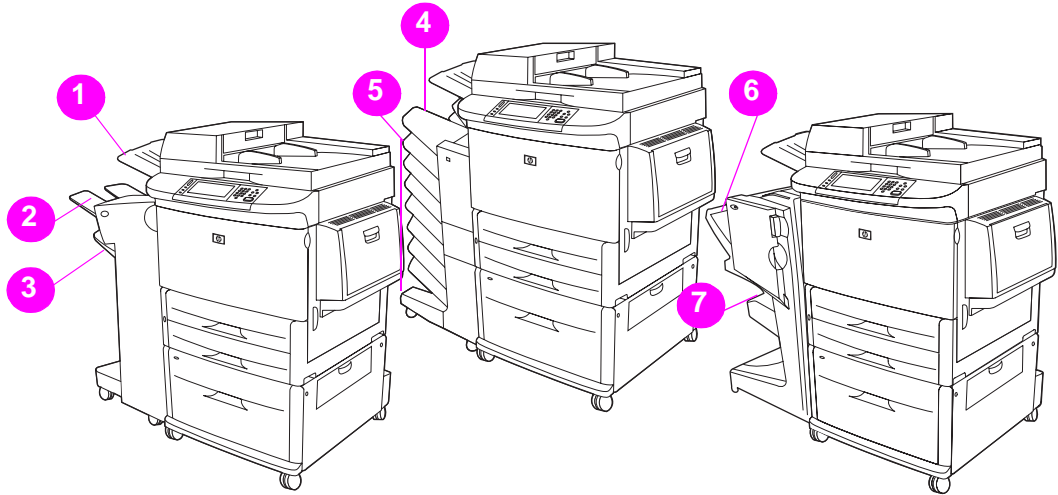
This section provides instructions for printing when you want to set options for the MFP for Microsoft Windows or Macintosh operating systems. If possible, set the MFP options in the software program or in the **Print** dialog box. In most Windows and Macintosh programs, you can set the MFP options. If a setting is not available in the program or printer driver, you must set it by using the MFP control panel.

To print

- 1 Make sure that paper is loaded in the MFP. See [Loading input trays](#) or [Orienting media](#) for instructions.
- 2 If you loaded a custom-size paper in Tray 2, Tray 3, or Tray 4, or if you loaded any size paper in Tray 1, set the tray to the size of paper that you loaded. See [Loading input trays](#) for instructions.
- 3 Set the paper size.
 - For Windows: On the **File** menu, click **Page Setup** or **Print**. If you select **Print**, make sure that this MFP is selected and then click **Properties**.
 - For Macintosh: On the **File** menu, select **Page Setup**. Make sure that this MFP is selected.
- 4 In the paper size box, select one of the following:
 - The size of paper that you are using
 - **Custom**
- 5 Select the orientation, such as **Portrait** or **Landscape**.
- 6 If the printer driver is not already open, on the **File** menu click **Print**. In Windows programs, also click **Properties**.
- 7 In the paper source box, select the paper type and size, or select the tray from which you want paper pulled. See [Specifying paper to print on](#).
- 8 Select any other settings that you want, such as duplexing, watermarks, or different first page. For more information about these settings, see the tasks in this section.
- 9 Click **Print** to print the job.

Selecting the output bin

The MFP has at least two output bin locations: the ADF output bin (1) and the output bin on the on the output device (2).



It is recommended that you select an output location through the software program or printer driver. For more information, see [Selecting an output location](#).

In addition to the output locations on the output devices, the MFP has an ADF output bin (1).

Stacker or stacker/stapler output bins

If you choose the 3,000-sheet stacker or 3,000-sheet stacker/stapler, the output bins are the upper bin (2) (face up) and the lower bin (3) (face down).

The upper bin (face-up) (2) is the top bin on the stacker or stacker/stapler. This bin holds up to 100 sheets of paper in face-up order as they exit the MFP. A sensor causes the product to stop when the bin is full. Product operation continues when you empty or reduce the amount of paper in the bin.

The lower bin (face-down) (3) is the lower bin on the stacker or stacker/stapler. This bin holds up to 3,000 sheets of paper and allows you to stack or staple jobs. This bin is the default output bin.

8-bin mailbox output bins

If you choose the 8-bin mailbox, the output bins are the upper bin and the eight face-down bins.

The upper bin (4) holds up to 125 sheets of paper.

The network administrator can assign the eight bins (5) to individual users or workgroups. Each bin can stack up to 250 sheets of paper.

Multifunction finisher output bins

If you choose the multifunction finisher, the output bins are the upper bin (6) and the lower booklet bin (7).

The upper bin (6) is the top bin on the multifunction finisher. This bin provides 1,000 sheets of stacking capacity, and can offset each job as it is stacked, delivering unstapled jobs face up or face down. This bin also provides stapling for up to 50 sheets of paper per document. The upper bin is the default output bin when the multifunction finisher is attached.

The lower booklet bin (7) is the lower bin on the multifunction finisher. This bin provides folding and saddle stitching of booklets for up to 10 sheets of paper.

Selecting an output location

It is recommended that you select an output location (bin) through your program or driver. (Where and how you make selections depends on your program or driver.) If you cannot select an output location from the program or driver, set the default product output location from the MFP control panel.

To select an output location at the control panel

- 1 Touch **Menu**.
- 2 Scroll to and touch **Configure Device**.
- 3 Scroll to and touch **Printing**.
- 4 Scroll to and touch **Paper Destination** to view the output bin options.
- 5 Scroll to the output bin or device you want, and then touch **OK**. The control panel displays the message **Setting Saved** for a moment, and then returns to the previous screen.

Printing on envelopes

You can print on envelopes from Tray 1 only, which holds up to 10 envelopes. Many types of envelopes can be printed on from Tray 1.

Printing performance depends on the construction of the envelope. Always test a few sample envelopes before purchasing a large quantity. For envelope specifications, see [Media specifications](#) or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

CAUTION

Envelopes with clasps, snaps, windows, coated linings, exposed self-stick adhesives, or other synthetic materials can severely damage the MFP. Do not use envelopes with pressure-sensitive adhesive.

Use the following basic steps to print on envelopes.

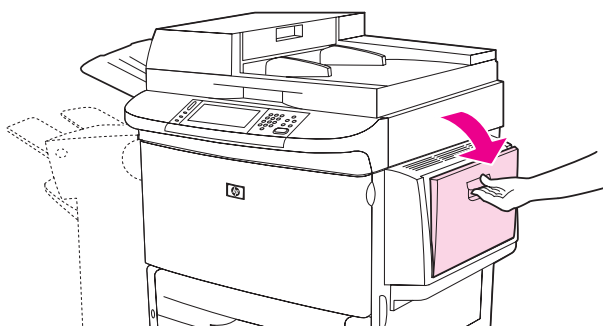
- 1 Load the envelopes in Tray 1. See [To load envelopes in Tray 1](#).
- 2 Change the fuser levers. See [To change the fuser levers](#).
- 3 Send the print job. See [To print on envelopes from a program](#).

Note

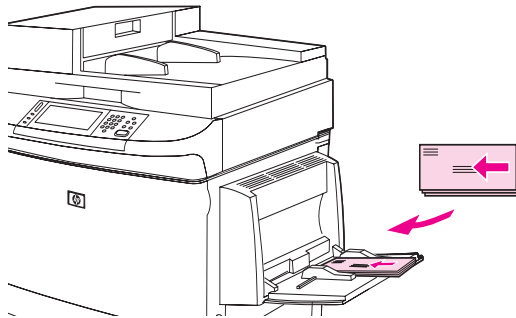
If envelopes are wrinkled when they exit the MFP, see [Preventing wrinkles on envelopes](#) for more information.

To load envelopes in Tray 1

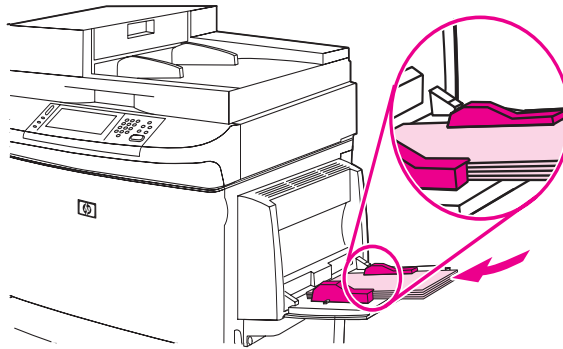
- 1 Open Tray 1, but do not pull out the extension. (Most envelopes feed best without the extension. However, oversize envelopes might need the extension.)



- 2 Load up to 10 envelopes in the center of Tray 1 with the side to be printed on facing up, and the postage end toward the MFP. Slide the envelopes into the MFP as far as they will go without forcing them.



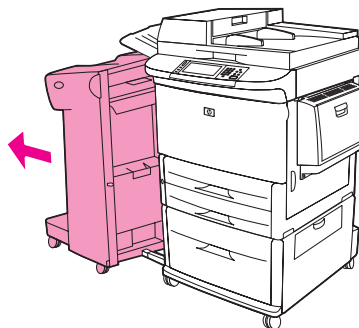
- 3 Adjust the guides to touch the envelope stack without bending the envelopes. Make sure that the envelopes fit under the tabs on the guides.



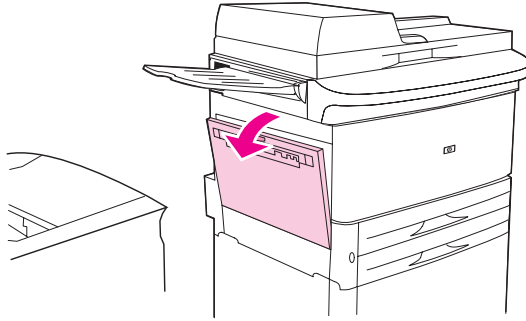
- 4 Change the fuser levers (see [To change the fuser levers](#)).

To change the fuser levers

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



- 2 Open the left door.



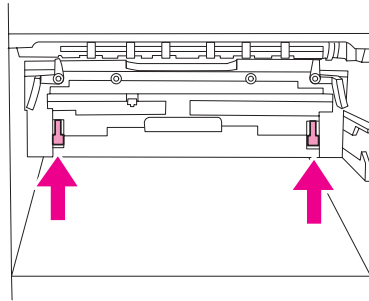
WARNING!

Avoid touching the adjacent fusing area. It can be *hot*.

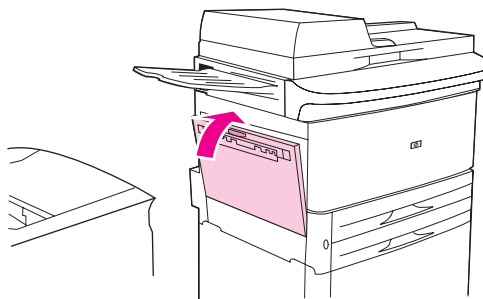
- 3 Locate and lift up the two blue levers.

Note

Return the fuser levers to the down position after printing on envelopes.



- 4 Close the left door.



- 5 Push the output device back into place.

To print on envelopes from a program

- 1 Load envelopes into Tray 1.
- 2 In your program or in the printer driver, select Tray 1, as the source.
- 3 Set the appropriate envelope size and type. For envelope specifications, see [Media specifications](#).
- 4 If your program does not automatically format for an envelope, specify “Portrait” for page orientation.

CAUTION

To avoid a jam, do not remove or insert an envelope after you begin printing.

- 5 Set margins to within 15 mm (0.6 inch) from the edge of the envelope. For best print quality, set margins for a return and mailing address (typical address margins for a Commercial #10 or DL envelope are offered). Avoid printing over the area where the three back flaps meet on the back of an envelope.
- 6 To print by type and size of paper, see [Specifying paper to print on](#).
- 7 Select the upper left bin as the output location.
- 8 When finished printing on envelopes, return the fuser levers to the down position.

CAUTION

Failure to return levers to the down position for standard paper types can result in poor print quality.

Printing on special paper

This section contains guidelines for printing on special media, which includes letterhead, labels, transparencies, custom-size paper, and heavy paper, and printing on full-bleed paper.

Printing on letterhead, prepunched paper, or preprinted paper (single-sided)

- When printing on letterhead, prepunched, or preprinted paper, be sure to correctly orient the paper. See [Orienting media](#) for instructions.
- If the paper is heavier than 199 g/m² (53 lb bond) and lighter than 216 g/m² (58 lb bond), load the paper only in Tray 1. See [Media specifications](#).

Printing on letterhead, prepunched paper, or preprinted paper (double-sided)

- When printing on letterhead, prepunched, or preprinted paper, be sure to correctly orient the paper. See [Orienting media](#) for instructions.
- When printing on both sides of prepunched paper, you must select prepunched paper as the paper type in the **Paper Handling** menu at the control panel, or select prepunched paper in the printer driver.

Printing on labels

- Orient labels according to the guidelines in [Orienting media](#).
- Print a stack of up to 50 sheets of labels from Tray 1.
- Use only labels recommended for laser printers. Make sure that the labels meet the correct specifications. (See [Media specifications](#) and [Labels](#) for more information.)

CAUTION

Failure to follow these instructions can damage the MFP.

Special cautions:

- Do not load Tray 1 to capacity because labels are heavier than paper.
- Do not use labels that are separating from the backing sheet, wrinkled, or damaged in any way.
- Do not use labels that have the backing sheet exposed. (Labels must cover the entire backing sheet with no exposed spaces.)
- Do not feed a sheet of labels through the MFP more than once. The adhesive backing is designed for only one pass through the MFP.
- Do not print on both sides of labels.

Printing on transparencies

- Transparencies must be able to withstand 200°C (392°F), which is the maximum temperature for the MFP.
- Use only transparencies recommended for use in laser printers. Other transparencies can damage the MFP.
- Select the upper bin as the output location for transparencies.

CAUTION

Do not attempt to print on both sides of transparencies. Damage to the MFP or jams might result.

Guidelines for custom-size paper, card stock, and heavy paper

- You can print on custom-size paper from Tray 1, Tray 2, Tray 3, or Tray 4.
- Any paper heavier than 199 g/m² (53 lb) must be printed only from Tray 1. For more information, see [Media specifications](#).
- If you are printing from Tray 1, the edge of the paper that feeds into the MFP must be at least 98 mm (3.9 inches) wide to allow rollers inside the MFP to grab the paper. The leading edge of the paper can be no wider than 312 mm (12.3 inches).
Measuring from the leading edge to the trailing edge of the paper, the *length* must be a minimum of 191 mm (7.5 inches) and a maximum of 470 mm (18.5 inches).
- If you are printing from Tray 2 or Tray 3, the edge of the paper that feeds into the MFP must be at least 148 mm (5.8 inches) wide to allow rollers inside the MFP to grab the paper. The leading edge can be no wider than 297 mm (11.7 inches).
Measuring from the leading edge to the trailing edge of the paper, the *length* must be a minimum of 210 mm (8.3 inches) and a maximum of 432 mm (17.0 inches).
- If you are printing from Tray 4, the edge of the paper that feeds into the MFP must be at least 182 mm (7.2 inches) wide to allow rollers inside the MFP to grab the paper. The leading edge can be no wider than 297 mm (11.7 inches).
Measuring from the leading edge to the trailing edge of the paper, the *length* must be a minimum of 210 mm (8.3 inches) and a maximum of 432 mm (17.0 inches).

Printing on full-bleed paper

Because the MFP can print on specially cut paper up to 312 x 470 mm (12.3 x 18.5 inches), you can print bleed images of up to 297 x 450 mm (11.7 x 17.7 inches) in size by using crop marks. Full-bleed images can be printed from Tray 1 only. The default for edge-to-edge or full-bleed printing is “off”. See your program Help for more information.

Printing on both sides of paper (duplexing)

You can set the MFP to print automatically on both sides of the paper.

CAUTION

Never try to print on both sides of labels, envelopes, transparencies, or paper heavier than 199 g/m² (53 lb). Damage to the MFP or a jam can result.

To print on both sides of paper

- 1 Load (orient) the paper for duplexing. See [Orienting media](#) for instructions.

Note

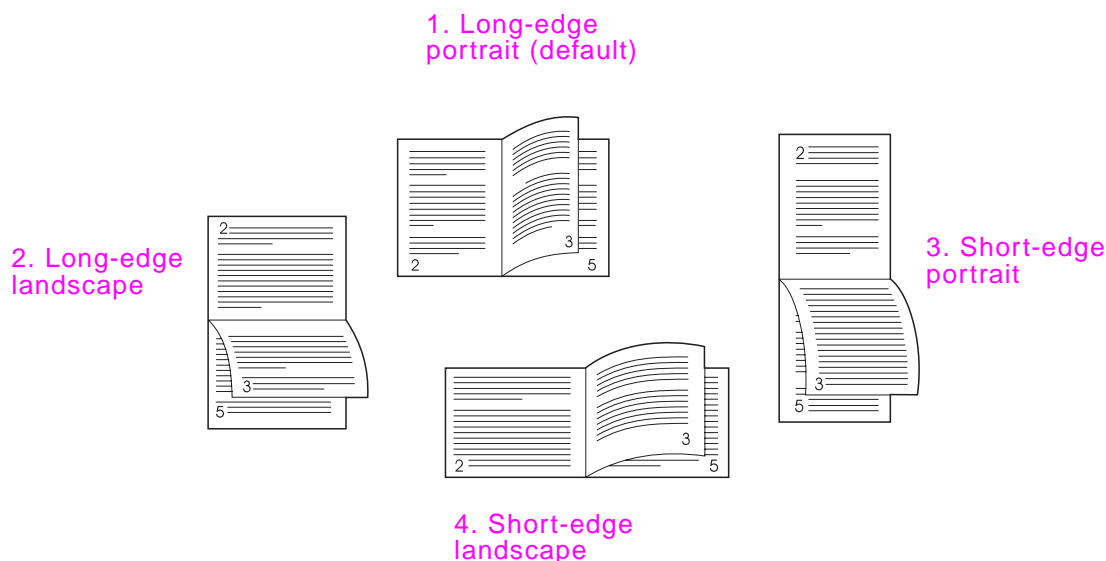
For better duplexing performance, set the size and type for Tray 1.

- 2 Select the **Print on both sides** option from the program or printer driver. If you cannot select this option from one of those locations, set it at the MFP control panel. (In the `Configure Device` menu, select the `Printing` menu, touch `Duplex`, and select `ON`.)
- 3 Set the **Binding** and **Orientation** options from the **Print** dialog box, if possible. Otherwise, set them from the MFP control panel. See [Layout options for printing on both sides of paper](#) for more information.

Layout options for printing on both sides of paper

The four print layout options are shown below. Select the binding and orientation options for the MFP in the **Print** dialog box, if possible. The terminology in the **Print** dialog box for the binding edge might be different from the terms that are listed here.

If you cannot set these options in the **Print** dialog box, set them at the control panel. Select the `Configure Device` menu, select the `Printing` menu, touch `Duplex Binding`, and then select the layout option that you want.



Using features in the printer driver

When you print from a software program, many of the MFP features are available from the printer driver. For more information about Windows drivers, see [Gaining access to the printer drivers](#).

Note

Settings in the printer driver and software program generally override control-panel settings. (Software program settings generally override printer driver settings.)

MFP collation

The MFP collation feature allows multiple original printing. Collation has the following advantages:

- Reduced network traffic
- Faster return to application
- All original documents

Saving MFP setup information

In the printer driver, you can save the MFP settings that you use most often, and make those settings the default settings. For example, if almost all of your print jobs are two-sided (duplexed), you can save duplex printing as the default setting in the printer driver.

All printer drivers for Windows 2000 and Windows XP, and PCL 6 and PCL 5e printer drivers for Windows 9X, Windows Me, and Windows NT 4.0 allow you to save MFP print settings for multiple kinds of print jobs. These saved print settings are called quick sets. For example, you might want to create one quick set for printing on envelopes, and another quick set for printing the first page of a document on letterhead.

New printer driver features

Look for **Quick Sets**, **Scale to Fit** (any page size to any page size), and **Booklet Printing** options in the Windows printer driver, or see the driver online Help for more information.

Printing watermarks

A watermark is a notice, such as “Top Secret,” printed in the background of each page in a document. Check the driver for available options, or see the driver online help for more information.

For Macintosh, you can select “Custom” and specify the text you choose, depending on your driver version.

Setting the registration

Use the Set Registration feature to center the front and back images on a page that has been duplexed (printed on both sides). This feature also allows edge-to-edge printing to be set to within approximately 2 millimeters of all edges of the paper. Image placement will vary slightly for each input tray. The alignment procedure must be performed for each tray. An internal-tray registration page allows the administrator to calibrate each tray.

To set the registration

- 1 Touch Menu.
- 2 Touch Configure Device.
- 3 Touch Print Quality.
- 4 Touch Set Registration.

You can select a tray by specifying a Source. The default Source is Tray 2. If you want to set the registration for Tray 2, go to step 7. Otherwise, proceed to the next step.

- 5 Touch Source.
- 6 Touch a tray. After you touch the tray, the control panel display returns to the Set Registration menu.
- 7 Touch Print Test Page.
- 8 Follow the instructions on the printed page.

Different first page

To print a different first page

Follow these instructions for printing a first page that is different from other pages in the print job. The instructions are provided for Tray 1, however, you can print a different first page from other trays.

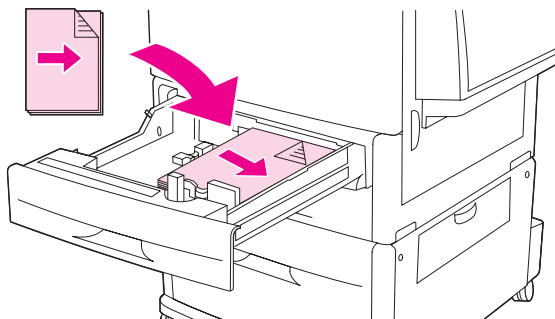
- 1 For Windows, select **Use different paper for first page** in your driver. Select one tray for the first page and one of the other trays for the remaining pages. Place the paper for the first page in the first tray you selected. (For manual feed, place paper in Tray 1 after the job is sent to the MFP and the MFP requests paper.) For loading Tray 1, place the paper with the side to be printed up, the top of the page facing the rear of the MFP.
For Macintosh, select **First from** and **Remaining from** in the print dialog box.



Note

Where and how you make selections depends on your software program or associated printer driver. (Some options are available only in the printer driver.)

- 2 Load the paper for the remaining pages of the document into another tray. You can select the first and remaining pages by type of paper. For more information, see [Specifying paper to print on](#).



Including a blank back page

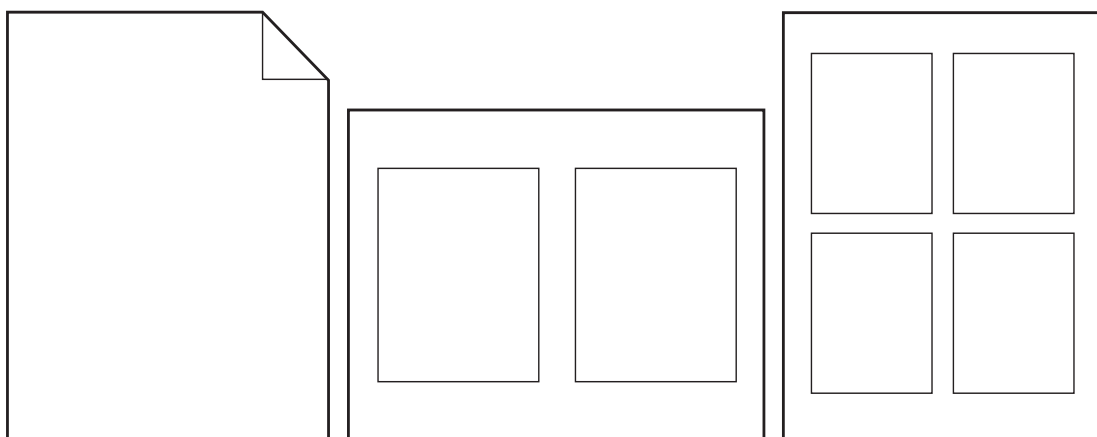
This option allows you to add blank pages to the end of a print job.

For Windows, select **Use different paper for first page** on the **Paper** tab of your printer driver, and then select **Back Page**. You can then select the paper source that you want to use for your back page. To turn the feature off, select **No back page**.

Printing multiple pages on one sheet of paper

You can print more than one page on a single sheet of paper. This feature is available in some drivers and provides a cost-effective way to print draft pages.

To print more than one page on a sheet of paper, look for a layout or pages-per-sheet option in the driver. (This is sometimes called 2-up, 4-up, or n-up printing.)



Customizing Tray 1 operation

Customize Tray 1 to fit your printing needs.

The MFP can be set to print from Tray 1 in the following situations:

- When the tray is loaded *and* when TRAY 1 SIZE=ANY SIZE and TRAY 1 TYPE=ANY TYPE (formerly **First** mode). Print speed might be slower than normal.
- Only when the type of paper loaded is specifically requested when TRAY 1 SIZE=a specific size and TRAY 1 TYPE=a specific type (formerly **Cassette** mode).

Printing from Tray 1 when the loaded paper is requested

When TRAY 1 SIZE=a specific size and TRAY 1 TYPE=a specific type (formerly **Cassette** mode), the MFP treats Tray 1 like the internal trays. Instead of looking for paper in Tray 1 first, the MFP pulls paper starting either from the bottom tray upward or starting with the tray that matches type or size settings selected in the program from which you are printing.

In the software program or the **Print** dialog box, select the type and size for a tray, if possible. Otherwise, set the type and size at the MFP control panel. (See [Specifying paper to print on.](#))

When TRAY 1 SIZE=a specific size and TRAY 1 TYPE=a specific type is set at the MFP control panel, an option appears in the PAPER HANDLING menu to configure **size** as well as **type** settings for Tray 1.

Manually feeding paper from Tray 1

The manual feed feature is another way of printing on special paper from Tray 1, such as envelopes or letterhead.

Specifying paper to print on

You can configure the MFP to select paper by **type** (such as plain or letterhead) and **size** (such as letter or A4), as opposed to **source** (a paper tray).

Printing by type and size means that the MFP pulls paper from the first tray that is loaded with the type or size that you select. Selecting paper by type rather than source is similar to locking out trays, which helps to protect special paper from accidental use. (However, selecting the `ANY SIZE`, `ANY TYPE`, or `PLAIN` setting does not enable the tray lock-out function.)

For example, if Tray 2 is configured for letterhead, and you specify in the driver that you want to print on plain paper, the MFP will not pull the letterhead from Tray 2. Instead, the MFP pulls paper from a tray that has plain paper loaded and was configured for plain paper at the MFP control panel.

Selecting paper by type and size results in significantly better print quality for heavy paper, glossy paper, and transparencies. Using the wrong setting can result in unsatisfactory print quality. Always print by *type* for special print media such as labels or transparencies. Always print by *size* for envelopes.

Benefits of printing by type and size of paper

If you frequently use several kinds of paper, after the trays are set correctly, you do not have to check which paper is loaded in each tray before you print. This is useful when the MFP is shared and more than one person loads or removes paper. Printing by type and size of paper is a way to be sure that print jobs always print on the appropriate paper.

To set the type for the paper when you are unsure of which type to choose, check the label on the package of paper. For supported types of paper, see [Supported types of paper](#) for more information.

Note

The type and size settings can also be configured from the embedded Web server or HP Web Jetadmin software for networked products. See the printer driver online Help.

To print by type and size of paper

Note

Settings in the printer driver and software program override control-panel settings. (Software program settings generally override printer driver settings.)

- 1 Load and adjust the trays. (See [Loading input trays](#) for more information.)
- 2 On the touch screen of the graphical display, press **MENU**, and then touch `PAPER HANDLING`.
- 3 Do one of the following:
 - To allow the MFP to automatically pull the type and size of paper loaded in Tray 1: Set `TRAY 1 SIZE=ANY SIZE` and `TRAY 1 TYPE=ANY TYPE`.
 - To print by type and size from Tray 1: Set `TRAY 1 SIZE` to the size loaded, and set `TRAY 1 TYPE` to the type loaded.
 - To print by type and size from Tray 2, Tray 3, or Tray 4 when the tray is loaded with standard-size paper: Set the type. If the size is a detectable standard size, it will be automatically detected. If the size is an undetectable standard size, set the size.
 - To print by type and size from Tray 2, Tray 3, or Tray 4 when the tray is loaded with a custom-size paper: Set the size and type. For the size, select **Custom**, and then set the values by using the measurements on the guides in the trays.
- 4 From the program or driver, select the type and size of paper.
- 5 Print the job.

Job storage features

The following special job features are available for this MFP:

- **Private jobs:** When you send a private job to the MFP, the job does not print until you enter a PIN at the control panel.
- **Job storage:** You can download a job such as a personnel form, time sheet, or calendar to the MFP and allow other users to print the job at any time. Stored jobs are copied to the hard disk and are not deleted if retention space on the MFP becomes limited.
- **QuickCopy jobs:** You can print the requested number of copies of a job and then store a copy of the job on the hard disk in the MFP. Storing the job allows you to print additional copies of the job later.
- **Proof and hold jobs:** This feature provides a quick and easy way to print and proof one copy of a job and then print the additional copies.

Follow the instructions in this section to gain access to the job storage features at the computer. See the specific section for the type of job you want to create.

CAUTION

If you turn the MFP off, all QuickCopy, Proof and hold, and Private jobs are deleted.

To gain access to the job storage features

For Windows

- 1 On the **File** menu, click **Print**.
- 2 Click **Properties** and click the **Job Storage** tab.
- 3 Select the **Job Storage Mode** that you want.

For Macintosh

In newer drivers: Select **Job Storage** from the pull-down menu in the print dialog box. In older drivers, select **Printer Specific Options**.

Printing a private job

Use the private printing feature to specify that a job is not printed until you release it. First, set a 4-digit personal identification number (PIN) by typing the PIN at the MFP control panel. Next, enter the PIN in the printer driver. The PIN is sent to the MFP as part of the print job.


To create private jobs

To specify that a job is private, in the driver, select the **Private Job** option, type a User Name and Job Name, and then type a four-digit PIN. The job will not print until you enter the PIN at the control panel.

Releasing private jobs

You can print a private job at the control panel after the job has been sent to the MFP.


To release private jobs

- 1 Touch Menu.
- 2 Touch Retrieve Job.
- 3 Scroll to and touch your name.
- 4 Scroll to and touch your job.
- 5 Touch Print. (The Print icon should have  next to it.)
- 6 Use the numeric keypad to type the PIN, and then touch OK.

Deleting a private job

A private job is automatically deleted from the MFP hard disk after you release it for printing. If you want to delete the job without printing it, use this procedure.

To delete private jobs

- 1 Touch Menu.
- 2 Touch Retrieve Job.
- 3 Scroll to and touch your name.
- 4 Scroll to and touch your job.
- 5 Scroll to Delete. (Delete should have  next to it.)
- 6 Use the numeric keypad to type the PIN, and then touch OK.

Storing a print job

You can download a print job to the MFP hard disk without printing it. You can then print the job at any time at the MFP control panel. For example, you might want to download a personnel form, calendar, time sheet, or accounting form that other users can print when they need it.

To store a print job on the hard disk, select the **Job Storage** option in the driver when printing from the MFP.

To create stored jobs


In the driver, select the **Job Storage** option and type a user name and job name. The job does not print until someone requests it at the MFP control panel. See [Printing a stored job](#).

Printing a stored job

At the control panel, you can print a job that is stored on the MFP hard disk.

To print a stored job

- 1 Touch **Menu**.
- 2 Scroll to **Retrieve Job**.
- 3 Touch **User Name** to see a list of names.
- 4 Scroll to and touch your name to see a list of jobs.
- 5 Scroll to and touch your job.
- 6 Touch **Print**.
- 7 To print the default number of copies, touch **OK**. The screen changes to **Copies=n**. To change the number, use the numeric keypad or scroll to select a new number, and touch **OK**.


If **Print** has  next to it, the job is a private job and requires a PIN. See [Printing a private job](#).

Deleting a stored job

Jobs stored on the MFP hard disk can be deleted at the control panel.

To delete a stored job

- 1 Touch **Menu**.
- 2 Scroll to and touch **Retrieve Job**.
- 3 Scroll to and touch your name.
- 4 Scroll to and touch your job.
- 5 Scroll to and touch **Delete**.
- 6 Touch **Yes**.

If **Delete** has  next to it, the job requires a PIN to delete. See [Printing a private job](#).

Creating a QuickCopying job

The QuickCopy feature prints the requested number of copies of a job and stores a copy on the MFP hard disk. Additional copies of the job can be printed later. This feature can be turned off in the printer driver.

The default number of different QuickCopy jobs that can be stored on the MFP is 32. At the control panel, you can set a different default number. See [JOB STORAGE LIMIT=32](#).

To create QuickCopy jobs

CAUTION

If the MFP needs additional space to store newer QuickCopy jobs, the MFP deletes other stored QuickCopy jobs, starting with the oldest job. To permanently store a job and prevent the MFP from deleting it when space is needed, select the **Job Storage** option instead of the **QuickCopy** option.

In the driver, select the **QuickCopy** option and type a user name and a job name.

When you send the job to print, the MFP prints the number of copies that you set in the driver. To print more quick copies at the MFP control panel, see [Printing additional copies of QuickCopy jobs](#).

Printing additional copies of QuickCopy jobs

This section describes how to print additional copies of a job stored on the MFP hard disk at the control panel.

To print more copies of a QuickCopy job

- 1 Touch **Menu**.
- 2 Touch **Retrieve Job**.
- 3 Touch **User Name** to see a list of names.
- 4 Scroll to your job and touch **OK**.
- 5 To print the default number of copies, touch **Print**. The screen changes to **Copies=n**. To change the number, use the numeric keypad or scroll to select a new number, and touch **OK**.

Deleting a QuickCopy job

Delete a QuickCopy job at the MFP control panel when you no longer need it. If the MFP requires additional space to store new QuickCopy jobs, the MFP automatically deletes other stored QuickCopy jobs, starting with the oldest job.

Note

Stored QuickCopy jobs can be deleted at the control panel or in HP Web Jetadmin.

To delete a QuickCopy job

- 1 Touch **Menu**.
- 2 Touch **Retrieve Job**.
- 3 Touch your name.
- 4 Scroll to and touch your job.
- 5 Touch **Delete**.
- 6 Touch **Yes**.

Proofing and holding a job

The proof and hold feature provides a quick and easy way to print and proof one copy of a job and then to print the additional copies.

To permanently store the job and prevent the MFP from deleting it when space is needed for something else, select the **Job Storage** option in the driver.

To create a proof and hold job

CAUTION

If the MFP needs additional space to store newer proof and hold jobs, the MFP deletes other stored proof and hold jobs, starting with the oldest job. To permanently store a job and prevent the MFP from deleting it when space is needed, select the **Job Storage** option in the driver instead of the **Proof and Hold** option.

In the driver, select the **Proof and Hold** option and type a user name and job name.

The MFP prints one copy of the job for you to proof. Then, see [Printing the remaining copies of a held job](#).

Printing the remaining copies of a held job

At the MFP control panel, use the following procedure to print the remaining copies of a job held on the hard disk.

To print a proof and hold job

- 1 Touch **Menu**.
- 2 Touch **Retrieve Job**.
- 3 Scroll to **User Name**.
- 4 Touch your user name.
- 5 Scroll to your job, and touch the job.
- 6 Touch **Print**. The screen changes to **Copies=n**. To change the number, use the numeric keypad or scroll to select a new number, and touch **OK**.

Deleting a held job

When you send a proof and hold job, the MFP automatically deletes your previous proof and hold job. If the job name does not have a proof and hold job associated with it, and the MFP needs additional space, the MFP might delete other proof and hold jobs, starting with the oldest one.

To delete a proof and hold job

- 1 Touch **Menu**.
- 2 Touch **Retrieve Job**.
- 3 Scroll to and touch your name.
- 4 Scroll to and touch your job.
- 5 Touch **Delete**.
- 6 Touch **Yes**.

4 Copying

Overview

This MFP can function as a standalone, walk-up copier. It is not necessary to install the printing system software on the computer, nor is it necessary to have the computer turned on to make photocopies. You can adjust the copy settings at the control panel. You can also copy originals by using either the ADF or the scanner glass. The MFP can process copying, printing, and digital-sending jobs simultaneously.

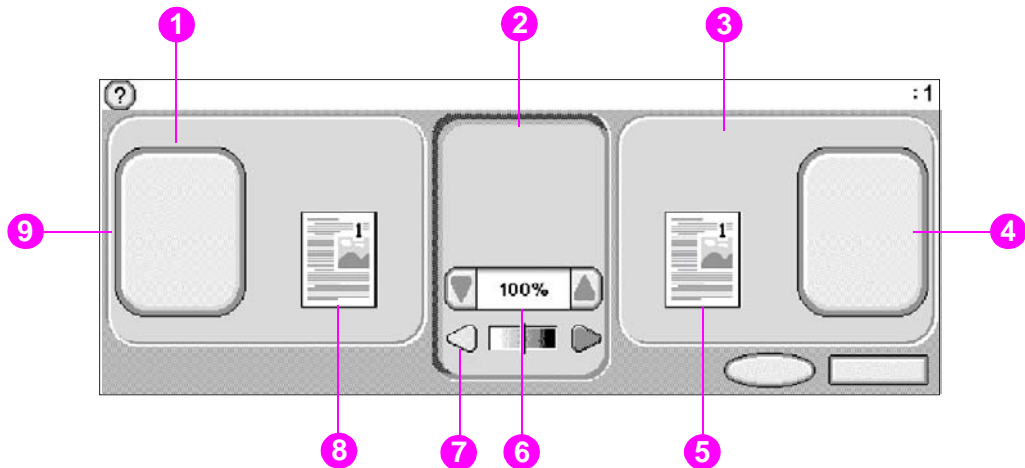
This chapter provides information about how to make copies and how to change copy settings, including the following topics:

- [Basic copying instructions](#)
- [Modifying copy settings for the current job](#)
- [Copying multiple sized originals](#)
- [Creating a stored copy job](#)
- [Selecting the output bin](#)

It is recommended that you review the basic control-panel information before using the MFP copying functions. See [The control panel](#) for more information.

Copy-screen navigation

Navigate through the control panel features and options by using the touch-screen graphical display.



1. Original section
2. Image modification section
3. Copy section
4. Copy settings button
5. Copy page icon
6. Reduce/enlarge
7. Contrast adjustment
8. Original page icon
9. Describe original button

- Menu: Choose from a list of menus such as the **Information** menu and the **Paper Handling** menu.
- Help: Choose “What is this?” Help or “Show me how.” (See [Help system](#).)
- Status messages: View the current status of the MFP, such as *Ready* or *Scanning Page 1*.
- Number of copies selected: View the current number of copies selected. The factory default setting is 1.

User-attention error messages appear in a pop-up dialog box that prohibits normal screen interaction until the message is cleared.

Cancel button

Each lower-level screen (any screen after the home screen) has a **Cancel** button. Touching the **Cancel** button negates any changes you made, and takes you back to the previous screen.

OK button

Each lower-level screen on the touch screen has an **OK** button. Touching the **OK** button accepts any changes that you made, and takes you to the next screen.

Basic copying instructions

This section provides the basic instructions for copying. Standard paper sizes are automatically detected when the document is placed on the scanner glass or loaded in the ADF. You can override the auto-detect feature by specifying the required input (Describe Original) and output (Copy Settings) at the control panel.

Copying by using the default settings

The default settings for copying are the following:

- Number of copies: One
- Size: Letter/A4-size original and letter/A4-size copy

Note

The MFP automatically detects the original paper size if the size is standard, and makes a same-size copy. The factory default paper-size setting is Letter or A4, only if no paper is detected.

- Page Orientation: Portrait
- Number of Sides: One-sided copying
- Page Content: Mixed (mixed text and graphics)
- Job Mode: Off
- Heavy Paper: Off

To make copies by using the default settings

- 1 Place the document face down on the scanner glass or in the ADF.
- 2 Touch **Copy**.
- 3 Press **START**.

Copying by using user-defined settings

Use the following procedure to can change the settings for your copies.

To make copies by using settings other than the default settings

- 1 Place the original face down on the scanner glass or in the ADF.

On the touch screen of the graphical display, do the following:

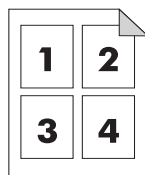
- 2 Touch **Copy**.
- 3 Touch **Original** to view the options. You can select **Basic** options or **Advanced** options.
- 4 Touch the **Basic** items that describe your original. The following options are available:
 - **Paper Size:** Select the paper size of your original.
 - **Orientation:** Select **Portrait** or **Landscape**.
 - **Number of Sides:** Select **1** or **2**.
 - **Content:** Select **Text**, **Photo**, or **Mixed**.
- 5 Touch the **Advanced** tab to view your options in the **Advanced** screen. The following options are available:
 - **Heavy Paper:** Select **On** if your original is heavy paper.
 - **Job Mode:** If you are combining multiple scans into a single job, select **On**. (See [Using Job Mode](#).)
- 6 After you make your selections, touch **OK**.

Note

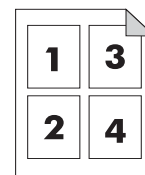
The page icon in the **Original** section of the graphical display shows a representative image of the original document.

- 7 Make any necessary adjustments to the contrast and reduction or enlargement by using the **Contrast Control bar** and the **Reduce/Enlarge** button in the image modification section of the graphical display.
- 8 Touch **Copy** to view your options. You can select **Basic** options or **Advanced** options.
- 9 Touch the **Basic** items that describe the characteristics of the copies you are making. The following options are available:
 - **Size and Type:** Select **Auto** (paper size is matched to original size), or the copy size that you desire. Be sure that you have loaded the correct paper size in the tray.
 - **Number of Sides:** Select **1-sided** or **2-sided**.
 - **Back Side Orientation:** Select **Normal** or **Flip** (applies when **2-sided** copying is chosen),
 - **Pages per sheet:** Select **1, 2, 4,** or **Booklet**.

If you select 4 pages per sheet, “Z” or “N” ordering is tailored to the page orientation, and the option to put a border around each smaller page is displayed.



“Z” ordering



“N” ordering

- **Borders:** Select **Border** or **No Border**.
 - **Staple:** Stapling options depend on your output device and the paper size selected.
- 10 Touch the **Advanced** options, if necessary. Some of the options include the following items:
 - **Collation:** Select **Collated** or **Uncollated**.
 - **Output Bin:** Select the appropriate bin.
 - **Job Storage:** Select **On** to indicate that the copy job should be stored on the MFP rather than printed. Select **Off** to copy the job normally. See **Creating a stored copy job** for more information.
 - **Enhance:** touch **Sharpness** or **Background Removal**.

Note

The page icon in the **Copy** section of the graphical display shows a representative image of the copy.

- 11 Use the numeric keypad to type the number of copies, and then press **START**.

Copying by using the scanner glass

Use the scanner glass to copy small, lightweight (less than 46 g/m² or 12 lb), or irregularly-sized originals such as receipts, newspaper clippings, photographs, or old or worn documents. The scanner glass can also be used to copy books, magazines, and manuals.

- 1 Place the document face down on the scanner glass.
- 2 Make any image modifications, and select any copy settings, if necessary.
- 3 If you are making only one copy, press **START**. If you are making multiple copies, use the numeric keypad to type the number of copies (up to 999), and then press **START** to begin copying.
If you are copying more than one page from the scanner glass, see [Using Job Mode](#) to make a multi-page copy job.

Copying by using the ADF

Use the ADF to make as many as 999 copies of a document that has up to 100 pages (depending on the thickness of the pages).

- 1 Load the document face down in the ADF. The MFP can automatically detect the paper size.
- 2 Make any image modifications, and select any copy settings.
- 3 If you are making only one copy, press **START**. If you are making multiple copies, use the numeric keypad to type the required number of copies, and then press **START**.

Copying books

You can use the scanner glass to copy books.

- 1 Place the book face down on the scanner glass.
- 2 Align the book by using the book bindings. Look for the book graphic at the top of the scanner glass to check the alignment.
- 3 Touch **Copy**.
- 4 Touch **Original**.
- 5 Select **Book** as the size.
- 6 Touch **OK**.

Note

You can skip a page by touching the **Skip Page** button above the page icon. Touch the button once to skip the left page, twice to skip the right page, and three times to cancel page skipping.

- 7 Touch **Copy Settings**.
- 8 Select any output settings you want. Select the paper size that is the closest match to the actual size of the book that you are copying.
- 9 Touch **OK**.
- 10 Use the numeric keypad to type the number of copies that you want.
- 11 Press **START**.

Note

If you are copying more than one page of a book, see [Using Job Mode](#) to make a multiple page copy job.

Using Job Mode

Use the Job Mode feature to build a single print job from multiple scans. You can use either the ADF or the scanner glass. The settings for the first scan are used for subsequent scans.

- 1 Touch **COPY**.
- 2 Touch **Describe Original**.
- 3 Touch **Advanced**.
- 4 In the **Job Mode** check box, touch **On**.
- 5 Select any output settings, if necessary.
- 6 After each page is scanned, the control panel prompts you for more pages.
- 7 Do one of the following:
 - If the job contains more pages, load the next page, and then press **START**.
 - If the job contains no more pages, touch **Finished** to print.

Note

In Job Mode, if you scan the first page of a document by using the ADF, then you must scan all of the pages in that document by using the ADF. If you scan the first page of a document by using the flatbed scanner, then you must scan all of the pages in that document by using the flatbed scanner.

Modifying copy settings for the current job

You can modify your copies by adjusting the contrast, reducing or enlarging the size, or enhancing the quality.

Adjusting the copy contrast

You can adjust the contrast by touching the arrows on the **Contrast Control** bar. The slider moves to the lighter or darker area of the **Contrast Control** bar.

Reducing or enlarging copies

The MFP has an autoscaling feature. If the original paper size differs from the copy paper size, the MFP can autodetect a size mismatch between the original page size and the copy page size. The scanned image of the original page is reduced or enlarged automatically to match the copy paper size. You can override autoscaling by using the reduce and enlarge feature.

The MFP can reduce copies to as little as 25% of the original size and enlarge copies to as much as 400% of the original (200% when using the ADF).

To reduce or enlarge your copies, touch the arrows on the **Reduce/Enlarge** button until you reach the size that you want. The scale percentage box in the center of the **Reduce/Enlarge** button indicates the percentage of reduction or enlargement. You can also touch **100%** to display the keypad to type the number that you want. Touch **OK** to save the changes.

Enhancing copies

You can enhance the quality of your document by touching **Enhance** to gain access to the enhancement screen.

Background removal

If you copy a document that is printed on colored paper, or if you use two-sided copying, you can enhance the copy quality by removing any background that might cause your copy to streak or blur. Touch the **Enhance** button to gain access to the embedded Background Removal screen. Adjust the amount of background removal by touching the arrows on the Background Removal control. The slider moves to the lighter or darker area of the Background Removal control bar.

Sharpness

The Sharpness control specifies the sharpness setting that the flatbed scanner uses when the MFP scans your original. Sharpness enhances the edges of the original so that faint or fine text and graphics are reproduced more sharply. Adjust the amount of sharpness by touching the arrows on the Sharpness control bar.

Contrast

The Contrast control allows you to determine the contrast and brightness of your copy. Touch the arrows on the Contrast control, and move the slider to the lighter or darker area of the Contrast control bar.

Copying multiple sized originals

If the original document contains mixed-size originals, for example, a letter-size document with several legal-size charts, see [Using Job Mode](#) for more information.

Creating a stored copy job

Turning on the job storage setting indicates that you want the copy job to be stored on the hard disk, and that you will print the job later. You must provide the following information to create a stored job:

- 1 Touch **Copy**.
- 2 Select your basic copy settings (see [Copying by using user-defined settings](#)).
- 3 Touch the **Advanced** tab.
- 4 At the **Job Storage** box, select **On**.
A popup dialog box is displayed, asking for the **User Name**, and **Job Name**. If **Authentication Required** is selected, a **Personal Identification Number (PIN)**, if required. To enter the PIN, touch the small box next to **Authentication Required**. The keyboard is displayed when you select **User Name** and **Job Name**. The PIN is a four-digit number that can be typed on the numeric keypad.
- 5 Type the **User Name**.
- 6 Type the **Job Name**.
- 7 Type the PIN, if required.
- 8 Touch **OK**.
- 9 Press **START**.

See [Printing a stored job](#) for information on printing a stored job.

Selecting the output bin

You can select an output bin for copy jobs by using the MFP control panel. For more information about selecting an output bin, see [Selecting the output bin](#).

5 E-mail

Overview

The MFP offers color-scanning and digital-sending capabilities. By using the control panel, you can scan black-and-white or color documents and send them to an e-mail address as an e-mail attachment. To use digital sending, the MFP must be connected to a local area network (LAN). The MFP connects directly to your LAN (see the *HP LaserJet 9040mfp/9050mfp Getting Started Guide* for more information about connecting to a LAN)

Note

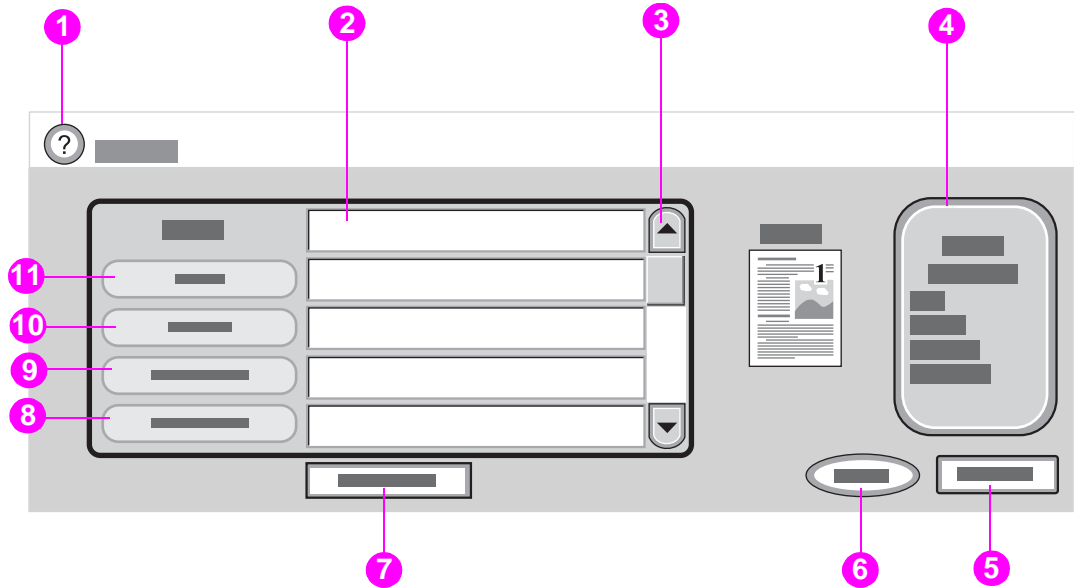
The MFP cannot copy or print in color, but it can scan and send color images.

This chapter addresses both scanning and sending, because they are fully integrated functions. The following topics are addressed in this chapter:

- [E-mail screen navigation](#)
- [E-mail basics](#)
- [Using the address book](#)
- [More information](#)

E-mail screen navigation

Use the touch-screen graphical display to navigate through the control-panel options.



1. Help button
 2. From: field - Can contain defaults set by the administrator. MFP can be configured so that the user cannot change the From: address.
 3. Scroll button
 4. E-Mail Settings button
 5. Back button
 6. Start button
 7. Clear All button - Clears all text, except the From: address if this address is set by the administrator.
 8. Subject: button
 9. CC: button
 10. To: button
 11. From: button
- Not shown: BCC: button (scroll down to see this button)

Help button

For Help, touch the ? button, and then select “What is this?” Help or “Show me how.” (See [Help system](#).)

From: field

Touch **From:** to type your e-mail address. The administrator can set up the **From:** field to contain an e-mail address that cannot be changed by users.

To:, CC:, and BCC: buttons

Touch these buttons to set up e-mail recipients. To set up e-mail recipients, you can type e-mail addresses by using the touch screen or by using the address book. For more information, see [Using the address book](#).

Clear All button

Touching the **Clear All** button clears all text and fields that you have typed.

User-attention error messages appear in a pop-up dialog box that prohibits normal screen interaction until the message is cleared.

Introduction to e-mail

The MFP e-mail feature offers the following benefits:

- Sends documents to multiple e-mail addresses, saving time and delivery costs.
- Delivers files in black-and-white or in color. Files can be sent in different file formats that can be manipulated by the recipient.
- Provides verification that e-mail was delivered successfully.

With e-mail, documents are scanned into the MFP memory and sent to an e-mail address or multiple addresses as an e-mail attachment. Digital documents can be sent in several graphics formats, such as .TFF and .JPG (see [Digital sending configuration applet](#)), enabling recipients to manipulate the document file in various programs to meet their specific needs. Documents arrive in near-original quality, and then can be printed, stored, or forwarded.

The HP Digital Sending software, which can be purchased separately, offers the additional benefits of sending to a fax machine, authenticating the user for security purposes, and scanning to a folder.

In order to use the e-mail feature, the MFP needs to be connected to a valid SMTP local area network that includes Internet access. Otherwise, the MFP can use an LDAP server, version 2 or version 3.

Loading documents

You can scan a document by using either the glass or the ADF. The glass and ADF can accommodate originals as large as Ledger- and A3-size. Smaller originals, books, manuals, receipts, irregular and worn documents, stapled documents, previously folded documents, and photographs should be scanned using the glass. Multiple-page documents can be scanned easily using the ADF.

Sending documents

The MFP scans both black-and-white and color originals. You can place originals either on the scanner glass or in the ADF. The scanner glass accommodates most sizes of media, including irregular-size documents, books, stapled documents, previously folded documents, and photographs.

You can use default settings or change the scanning preferences and file formats. The following are the default settings:

- Color
- PDF (requires the recipient to have an Adobe® Acrobat® viewer to view the e-mail attachment)

To send documents

- 1 Place the document on the scanner glass or in the ADF.
- 2 Select the type of destination:
 - E-mail
 - Fax
 - Folder
 - Secondary e-mail
 - Workflow

- 3 If prompted, type your user name and password. For more information, see [DSS authentication](#).
- 4 Type the information that is needed for sending to the specific file destination.

E-mail	Complete the From: , To: , BCC: , and Subject: fields. Your user name or other default information might appear in the From: field. If so, you might not be able to change it.
Fax	Complete the Fax Numbers: field.
Folder	Select a folder destination from the list or type a folder path, if you are an authenticated user.
Secondary e-mail	Complete the From: , To: , BCC: , and Subject: fields. Your user name or other default information might appear in the From: field. If so, you might not be able to change it.
Workflow	Select a Workflow destination. Type the requested information for the document.

- 5 (Optional) Use **Settings** to change the default settings for the scanned document that you are creating (for example, to change the type of file format that you want).
For more information, see [Digital sending configuration applet](#).
- 6 (Optional) Use Describe Original to change the default settings (for example, the document size) for the document that you are sending.
If you are sending a double-sided document, you must describe the original as a two-sided document. For more information, see [Digital sending configuration applet](#).
- 7 Press **START** to begin sending.
- 8 When you are finished, remove the document from the scanner glass or ADF.

Using the auto-complete function


When you go to the **To**, **CC**, or **From** screens in the **Send to E-mail** screen, the auto-complete function is activated. As you type the required address or name by using the keyboard screen, the MFP automatically searches the address book list and displays the first matching address. You can then select that name by touching **Enter**, or continue typing the name until auto-complete finds the correct entry. If you type a character that does not match any entry in the list, the auto-complete text is removed from the display to indicate that you are typing an address that is not in the address book.

Using the address book

You can send e-mail to a list of recipients by using the address book feature of the MFP. See your system administrator for information about configuring address lists.

Creating a recipient list

On the touch screen of the graphical display, do the following:

- 1 Touch **E-mail**.
- 2 Touch **To:** to gain access to the keyboard screen.
- 3 Type the first letter of the recipient's name.
- 4 Touch  to gain access to the address book.
- 5 Navigate the entries in the address book by using the scroll bar. Hold down the arrow to scroll quickly through the list.
- 6 Highlight the name to select a recipient, and then touch **Add**.

You can also select a distribution list by touching **All**, or add a recipient from a local list by touching the **Local** button. Highlight the appropriate names, and then touch **Add** to add the name to your list of recipients.

You can remove a recipient from your list by scrolling to highlight the recipient, and then touching **Remove**.

- 7 The names in the recipient list are placed in the text line of the keyboard screen. If you want, you can add a recipient that is not found in the address book by typing the e-mail address on the keyboard. After you are satisfied with your recipient list, touch **OK**.
- 8 Touch **OK** on the keyboard screen.
- 9 Finish typing information in the **CC:** and **Subject:** fields on the **Send to E-mail** screen, if necessary. You can check the list of recipients by touching the down arrow in the **To:** text line.
- 10 Press **START**.

Local address book

Use the local address book to store frequently-used e-mail addresses. The local address book can be shared between MFPs that use the same server to gain access to the HP Digital Sending software.

You can use the address book when you type e-mail addresses in the `From:`, `To:`, `CC:`, or `BCC:` fields. You can also add or delete addresses in the address book.

To open the address book, touch the address book button in the keyboard screen. When you touch `Local`, the `Edit` button appears. Touch this button to add or delete items from the address book.

To add e-mail addresses to the local address book

- 1 Touch `Local`.
- 2 Touch `Edit`.
- 3 Touch `Add`.
- 4 In the `Address` field, type the e-mail address for the new entry (required).
- 5 In the `Name` field, type a name for the new entry (optional).
The `Name` is the alias for the e-mail address. If you do not type an alias name, the alias will be the e-mail address itself.
- 6 Do one of the following:
 - To add the e-mail address to the local address book and remain in the `Add` screen, touch `Save`.
 - To return to the `Edit` screen without saving the e-mail address, touch `Cancel`.
 - To save the e-mail address and return to the `Edit` screen, touch `OK`.

After you add an address, the following confirmation message is displayed:

```
Address was stored successfully
```

The e-mail address is added to the public address book. All users will have access to this address.

To delete e-mail addresses from the local address book

You can delete e-mail addresses that you no longer use.

Note

To change an e-mail address, you must delete the address and add it as a new address in the local address book.

- 1 Touch `Local`.
- 2 Touch `Edit`.
- 3 Touch `Delete` to display a list of e-mail addresses that you can delete from the local address book. If no addresses exist to delete, the list appears blank.
- 4 Touch the checkbox(es) for the e-mail address(es) that you want to delete, and then touch `OK`.

The following confirmation message is displayed:

```
Do you want to delete the selected address(es)?  
[Yes]   [No]
```

- 5 Touch `Yes` to delete the e-mail address(es) or `No` to return to the `Delete` screen.
- 6 To return to the `Edit` screen, touch `OK`.

Typing e-mail body text

Use the body text feature to type a message when sending e-mail. When you type a message, the e-mail that you send contains your message, a divider line, and any default text that was set by your administrator. The message text can contain up to 200 characters.

One line of the e-mail body text is visible in the `Keyboard` screen. Touch `View` to open a larger text box to display more of the message.

More information

For information about finding the IP addresses of the SMTP and LDAP servers, and about configuring the MFP for digital sending, see [Digital sending configuration applet](#).

6 Faxing

The MFP supports analog fax capabilities. You can purchase the analog fax separately, see [Parts and accessories](#) for ordering information.

For additional information, see the *HP Fax User Guide*.

7 Output devices

Overview

This chapter includes information on the following output devices:

- 3,000-sheet stacker
- 3,000-sheet stacker/stapler
- Multifunction finisher
- 8-bin mailbox

3,000-sheet stacker

Paper handling features

- Stacks up to 3,000 sheets of A4- or Letter-size paper
- Stacks up to 1,500 sheets of A3- or Ledger-size paper
- Can offset jobs, or offset the first page of jobs, if desired

The lower bin (face-down bin) is the default bin for all output jobs.

3,000-sheet stacker/stapler

Paper handling features

- Stacks up to 3,000 sheets A4- or Letter-size paper
- Stacks up to 1,500 sheets of A3- or Ledger-size paper
- Can offset jobs, or offset the first page of jobs, if desired

The upper bin (face-up bin) is the default bin for all output jobs.

Using the stapler

The 3,000-sheet stacker/stapler can staple documents that contain between two pages and 50 pages of 75 g/m² (20 lb) paper, or equivalent 5 mm (.2 inches). The pages must be 64 to 199 g/m² (17 to 53 lb) of all sizes supported by the MFP.

Keep in mind these additional points:

- The stacking bin can hold up to 3,000 sheets.
- Heavier media might have a stapling limit of fewer than 50 pages.
- If the job that you want stapled contains only one sheet, or if it contains more than 50 sheets, the MFP copies or prints the job. However it will not staple.

You can usually select the stapler in your software program or printer driver, although some options might be available only in the printer driver. Where and how you make selections depends on your program or driver.

To select stapling when copying

- 1 Touch **Copy**.
- 2 Touch **Side** or **Top**, depending on where you want the documents to be stapled, and then touch **OK**.

Note

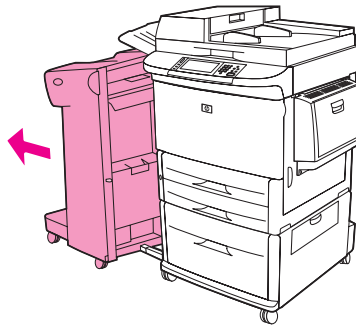
The page icon on the right side of the control panel shows the position of the staple.

To select stapling as the default setting at the control panel

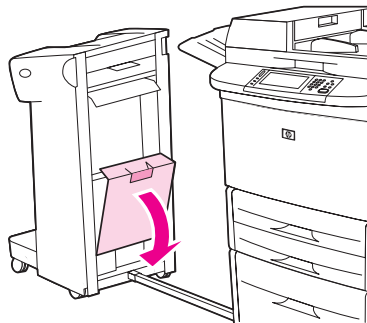
- 1 Touch **Menu**.
- 2 Scroll to and touch **Configure Device**.
- 3 Scroll to and touch **Copying**.
- 4 Scroll to and touch **Staple**.
- 5 Scroll to and touch the staple quantity.

Loading staples

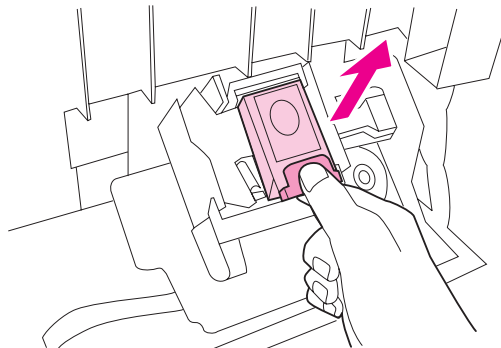
- 1 Move the stacker/stapler away from the MFP.



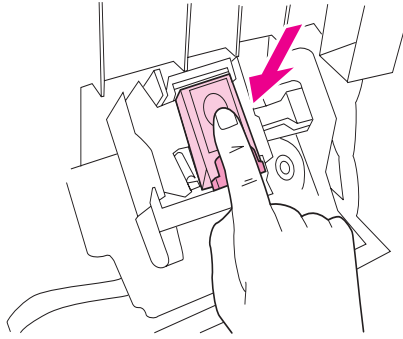
- 2 Open the stapler unit door.



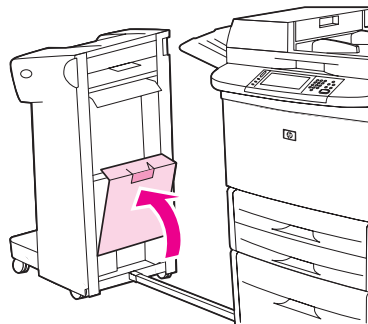
- 3 On the empty staple cartridge, pull up on the green tab, and then pull the empty cartridge out.



- 4 Insert the new staple cartridge, and push down on the green tab so that the cartridge locks into place.



- 5 Close the stapler unit door and push the stacker/stapler back into place.



Multifunction finisher

Paper handling features

- Stacks up to 1,000 sheets of A4- and letter-size paper or up to 500 sheets of A3- and 11 x 17-size paper
- Stacks up to 40 booklets of 5 sheets of A3- and ledger-size paper
- Can offset jobs
- Staples up to 50 sheets of paper per document of A4- and letter-size paper
- Staples up to 25 sheets of paper per document A3- and ledger-size paper
- Folds single pages
- Saddle-stitches and folds up to 40 booklets of 5 sheets stacked, or 20 booklets of 10 sheets stacked.

Using the stapler

The finisher can staple documents that contain between two pages and 50 pages of 75 g/m² (20 lb) A-4-or letter-size paper or 25 pages of A3- 11 x 17-size paper or equivalent 5.5 mm (.22 inches). The pages must be 64 to 199 g/m² (17 to 53 lb) of all sizes supported by the MFP.

Consider these additional points:

- The upper bin (stacker bin) can hold up to 1,000 sheets stacked (not stapled). The multifunction finisher can deliver jobs face up or face down to the upper bin.
- Heavier media might have a stapling limit of fewer than 50 pages.

If the job that you want stapled contains only one sheet, or if it contains more than 50 sheets, the multifunction finisher delivers the job without staples.

You can usually select the stapler in your software program or printer driver, although some options might be available only in the printer driver. See [Gaining access to the printer drivers](#) for more information. Where and how you make selections depends on your program or driver.

To select stapling when copying

- 1 Touch `Copy`.
- 2 Touch `Copy Settings`.
- 3 In the `Staple` menu, touch `Side` or `Top`, depending on where you want the documents to be stapled, and then touch `OK`.

Note

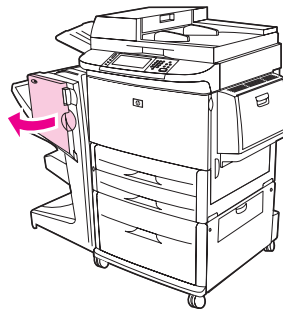
The page icon on the right side of the touch screen shows the position of the staple.

To select stapling as the default setting at the control panel

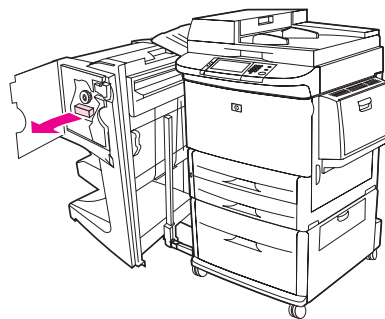
- 1 Touch `Menu`.
- 2 Scroll to and touch `Configure Device`.
- 3 Scroll to and touch `Staples`.
- 4 Scroll to and touch the staple quantity.

Loading staples

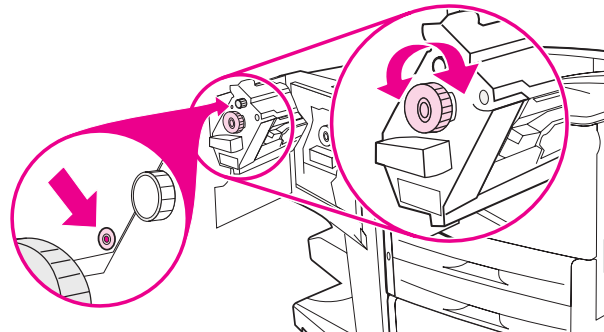
- 1 Open the stapler unit door.



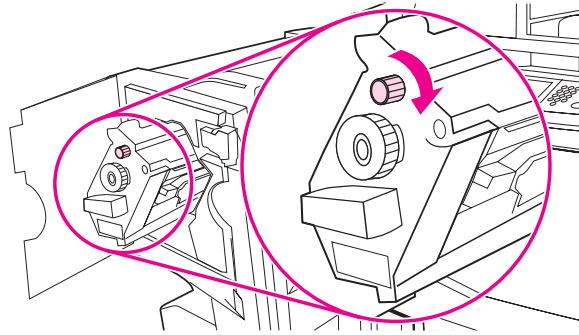
- 2 Slide the stapler unit toward you.



- 3 Turn the large green knob until the blue dot appears in the window of the stapler unit.



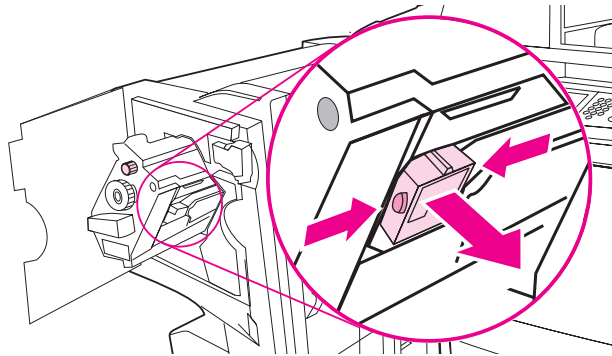
- 4 Turn the small green knob at the top of the stapler unit clockwise until the staple cartridge moves to the left of the stapler unit.



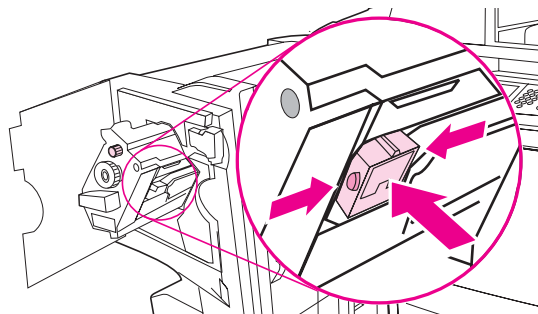
CAUTION

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 finisher.

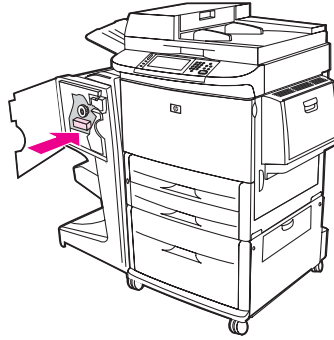
- 5 On the empty staple cartridge, squeeze the tabs together and pull the empty cartridge out.



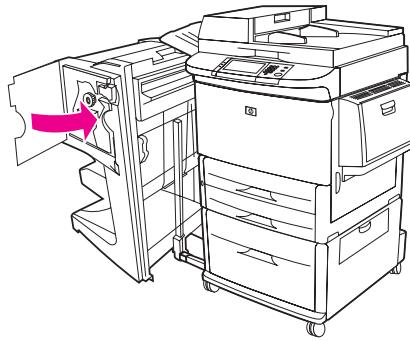
- 6 Insert the new staple cartridge so that it locks into place.



- 7 Slide the stapler unit into the finisher.



- 8 Close the stapler unit door and realign the multifunction finisher against the MFP.



Making booklets

You can gain access to the booklet feature in some software programs, such as desktop publishing programs. See the user guide that came with your program for information about making booklets.

If you are using a program that does not support booklet making, you can create booklets by using the HP printer driver.

Note

HP recommends that you use your program to prepare and preview your document for printing, and then use the HP printer driver to print and saddle stitch your booklet.

Use the following steps to create a booklet by using the printer driver:

- Prepare your booklet: Arrange the pages on a sheet (called booklet imposition) to create a booklet. You can impose your booklet in your software program, or you can use the booklet-printing feature in printer driver. (See [Gaining access to the printer drivers](#) for more information.)
- Add a cover: Add a cover to your booklet by selecting a different first page with a different paper type. You can also add a cover of the same paper type as your booklet. Booklet covers must be the same *size* as the rest of the sheets in the booklet. However, the cover can be a different weight from the rest of the booklet.
- Use saddle stitching: Paper must be fed into the MFP short edge first. The MFP prompts you for rotated paper. The multifunction finisher staples the center of your booklet (called saddle stitching). If your booklet contains only one sheet of paper, the multifunction finisher folds the sheet, but does not staple it. If the booklet contains more than one sheet of paper, the multifunction finisher staples the sheets, and then folds up to 10 sheets per booklet.

The booklet-printing feature of the multifunction finisher supports the saddle stitch and fold feature for the following paper sizes:

- A3
- A4-Rotated (A4-R)*
- Letter-Rotated (Letter-R)*
- Legal
- Ledger

See the *HP Multifunction Finisher User Guide* at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for more information about making booklets.

* A4-R and Letter-R are A4- and letter-size paper that is rotated 90° in the source tray.

8-bin mailbox

Output features

- Handles high-capacity output that increases the MFP's output capacity to 2,000 sheets of standard media
- Uses the upper bin to provide 125 sheets of face-up stacking capacity
- Delivers printed jobs face-down to the eight face-down bins, and each bin provides 250 sheets of stacking capacity
- Offers stacking options in different operational modes: mailbox, stacker, job separator, and sorter/collator

For more information about the 8-bin mailbox, see the use guide that came with the 8-bin mailbox.

8 Security features

Overview

This section explains important security features available for your MFP:

- Foreign Interface Harness (FIH)
- Secure Disk Erase
- Security Lock
- Job storage features
- DSS authentication

Foreign Interface Harness (FIH)

The Foreign Interface Harness (FIH) provides a portal on the MFP. By using the FIH and third-party equipment, you can track information about copies that are made on the MFP.

Requirements

- Windows 9X, Windows Me, Windows NT 4.0, Windows 2000, or Windows XP
- Access to third-party accounting hardware solutions, such as Equitrac or Copitrac devices

Using the FIH

To use the FIH, you must download and install the FIH software. The software is available from www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp. The software is used to enable or disable the FIH portal. The software also lets you set and change the administrator Personal Identification Number (PIN).

The PIN option lets administrators configure the FIH to prevent any unauthorized changes. Changes can be made only with the proper PIN authentication.

Note

It is important to remember the PIN that is assigned to the FIH administration software. The PIN is required to make any changes to the FIH.

To enable the FIH portal

- 1 Double-click the FIH.EXE file. The **Foreign Interface Harness** dialog box appears.
- 2 Click **OK**.
- 3 Click **Enable**.
- 4 If you have not entered a PIN before, click **No**. If you have entered a PIN before, click **Yes**. If you clicked **No**, type and confirm the PIN, and then click **OK**. If you clicked **Yes**, type the PIN and click **OK**.

Note

The PIN must be in numerals.

- 5 Click the appropriate button for the type of connection: **Direct** or **Network**. If you selected **Direct**, type the MFP port. If you selected **Network**, type the IP address and port for the MFP.

Note

The IP address for the MFP can be found on the configuration page. You can print a Configuration page from the control panel by touching MENU, CONFIGURATION MENU, and then PRINT CONFIGURATION PAGE.

If you typed an incorrect IP address, you will receive an error message. Otherwise, the portal is enabled.

To disable the FIH portal

- 1 Double-click the FIH.EXE file. The **Foreign Interface Harness** dialog box appears.
- 2 Click **OK**.
- 3 Click **Disable**.
- 4 Type the PIN and click **OK**.

- 5 Click the appropriate button for the type of connection: **Direct** or **Network**.
If you selected **Direct**, enter the MFP port and click **OK**. If you selected **Network**, type the IP address and port for the MFP, and then click **OK**. The portal is disabled.

Note

If the PIN number gets lost and the portal needs to be disabled, try using the default PIN listed to disable it.

Secure Disk Erase

You might need to protect deleted data from unauthorized access on the MFP hard drive. Secure Disk Erase is a security feature that you can use to securely erase print and copy jobs from the hard drive.

Secure Disk Erase offers the following levels of disk security:

- **Non-Secure Fast Erase**

This is a simple file-table erase function. Access to the file is removed, but actual data is retained on the disk until it is overwritten by subsequent data-storage operations. This is the fastest mode. Non-Secure Fast Erase is the default erase mode.

- **Secure Fast Erase**

Access to the file is removed, and the data is overwritten with a fixed identical character pattern. This is slower than Non-Secure Fast Erase, but all data is overwritten. Secure Fast Erase meets the U.S. Department of Defense 5220-22.M requirements for the clearing of disk media.

- **Secure Sanitizing Erase**

This level is similar to the Secure Fast Erase mode. In addition, data is repetitively overwritten by using an algorithm that prevents any residual data persistence. This mode will impact performance. Secure Sanitizing Erase meets the U.S. Department of Defense 5220-22.M requirements for the sanitization of disk media.

Data affected

Data affected (covered) by the Secure Disk Erase feature includes temporary files that are created during the print and copying process, stored jobs, proof and hold jobs, disk-based fonts, and disk-based macros (forms).

Note

Stored jobs will be securely overwritten only when they have been deleted through the [Retrieve Job](#) menu on the MFP after the appropriate erase mode has been set. (See [Deleting a stored job](#).)

This feature will not impact data that is stored on flash-based product non-volatile RAM (NVRAM) that is used to store default settings, page counts, and similar data. This feature does not affect data that is stored on a system RAM disk (if one is used). This feature does not impact data that is stored on the flash-based system boot RAM.

Changing the Secure Disk Erase mode does not overwrite previous data on the disk, nor does it immediately perform a full-disk sanitization. Changing the Secure Disk Erase mode changes how the MFP cleans up temporary data for jobs after the erase mode has been changed.

Gaining access to Secure Disk Erase

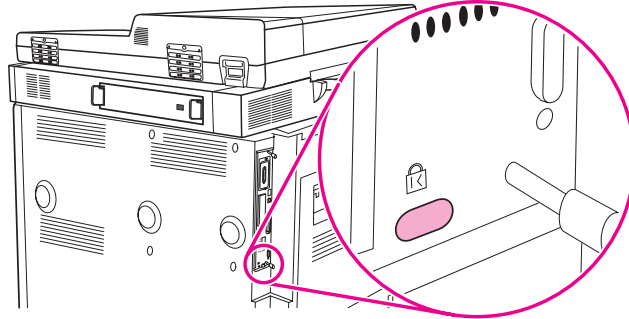
Use HP Web Jetadmin to gain access to and set the Secure Disk Erase feature.

Additional Information

For additional information about the HP Secure Disk Erase feature, see the HP support flyer or go to www.hp.com/go/webjetadmin.

Security Lock

The security lock is a mechanical lock that is used to prevent the removal of internal computer components. Optional EIO accessories are not protected, however. Purchase the security lock assembly separately, and then install it on the MFP.



Job storage features

Several job-storage features are available for this MFP. These features include printing private jobs, storing print jobs, quick-copying jobs, and proofing and holding jobs.

For more information about job storage features, see [Job storage features](#).

DSS authentication

Optional Digital Sending Software (DSS) for the MFP is available for purchase separately. The software provides an advanced sending program that contains an authentication process. This process requires users to type a user identification and a password before they can access any of the DSS features that require authentication.

See [Parts and accessories](#) for ordering information.

9 MFP maintenance

Overview

This section explains basic MFP maintenance:

- [Cleaning the MFP](#)
- [Managing the print cartridge](#)
- [Print cartridge conditions](#)
- [Printer maintenance kit](#)

Cleaning the MFP

General cleaning

To maintain print quality, clean the MFP thoroughly:

- every time you change the print cartridge
- whenever print-quality problems occur

Clean the outside of the MFP with a lightly water-dampened cloth. Clean the inside with only a dry, lint-free cloth. Observe all warnings and cautions regarding the cleaning tasks.

WARNING!

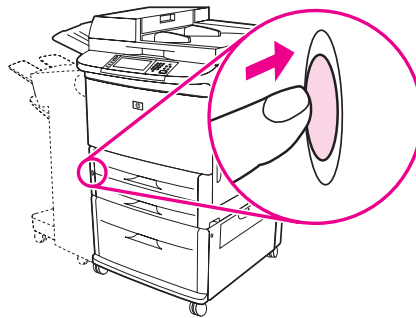
Avoid touching the fusing area when cleaning the MFP. It can be *hot*.

CAUTION

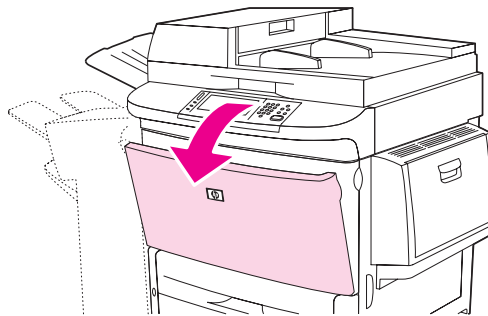
To avoid permanent damage to the print cartridge, do not use ammonia-based cleaners on or around the MFP except as directed.

To clean the paper path

- 1 Before you begin these steps, turn the MFP off (button out) and disconnect all cables, including the power cord.



- 2 Open the front cover of the MFP, rotate the green lever downward to the unlocked position, and remove the print cartridge.



CAUTION

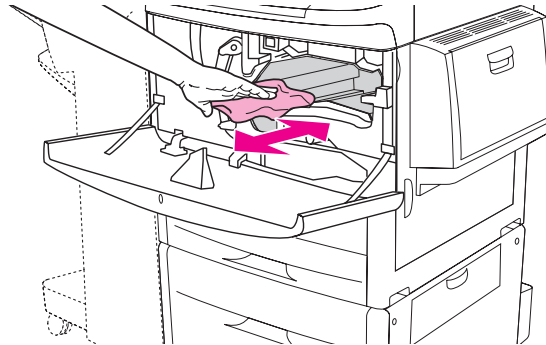
To prevent damage to the print cartridge, use two hands when removing it from the MFP.

Do not expose the print cartridge to light for more than a few minutes. Cover the print cartridge when it is outside of the MFP.

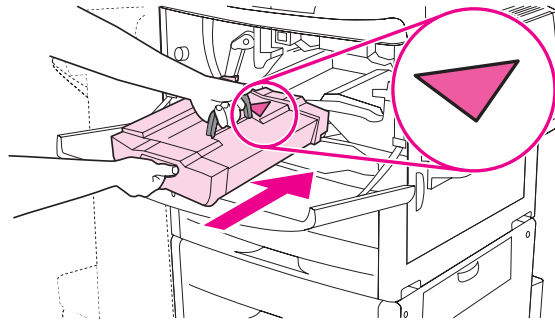
Note

If toner gets on your clothes, wipe it off with a dry cloth, and wash your clothes in cold water. Hot water sets toner into fabric.

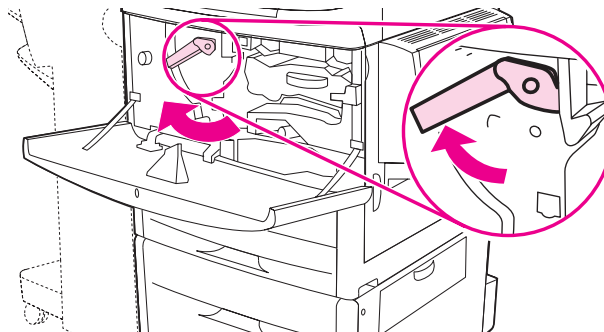
- 3 With a dry, lint-free cloth, wipe any residue from the paper path area, the registration roller, and the print cartridge cavity.



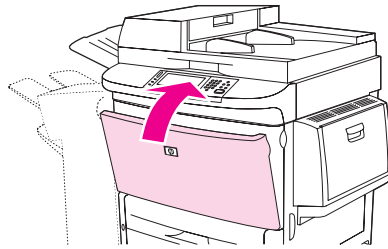
- 4 Replace the print cartridge.



- 5 Rotate the green handle into the locked position.



- 6 Close the front cover, reconnect all cables, and turn the MFP on (button in).



To clean the outside of the MFP

- Clean the outside of the MFP if it is visibly marked.
- Use a soft, lint-free cloth dampened with water, or water and a mild detergent.

To clean the touch screen

- Clean the touch screen when needed (fingerprints, dust build-up).
- Wipe the touch screen gently with a clean, water-dampened, lint-free cloth.

CAUTION

Use water only. Solvents or cleaners can damage the touch screen. Do not pour or spray water directly onto the touch screen.

To clean the glass

- Clean the glass only if dirt is visible, or if you are experiencing a decrease in copy quality, such as streaking.
- Clean the glass surface by wiping it gently with a clean, slightly damp, lint-free cloth. Use an ammonia-based surface cleaner to dampen the cloth.

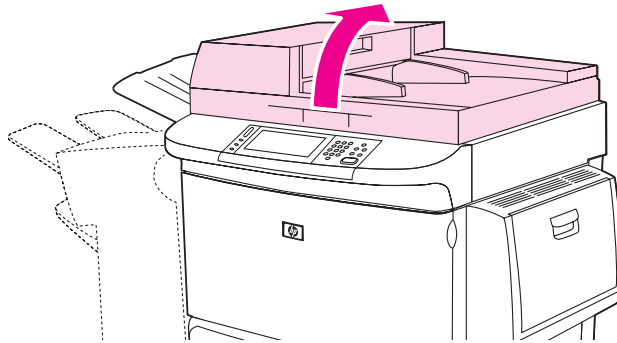
CAUTION

Do not pour or spray liquids directly onto the glass.
Do not press hard on the glass surface. (You could break the glass).

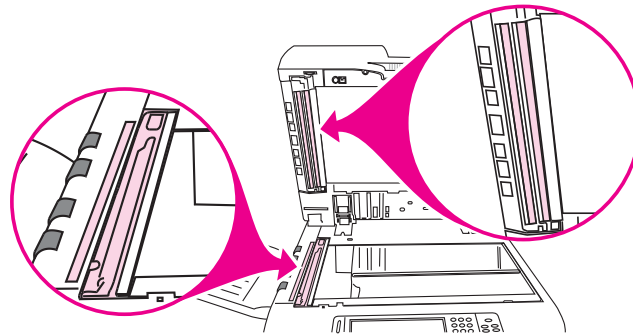
Cleaning the ADF delivery system

Clean the ADF only if it is visibly marked or dirty, or if you are experiencing a decrease in copy quality (such as streaking).

- 1 Lift the top cover.

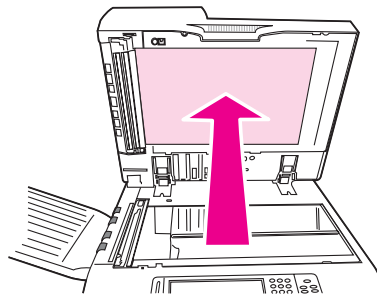


- 2 Locate the top and bottom ADF glass strips.

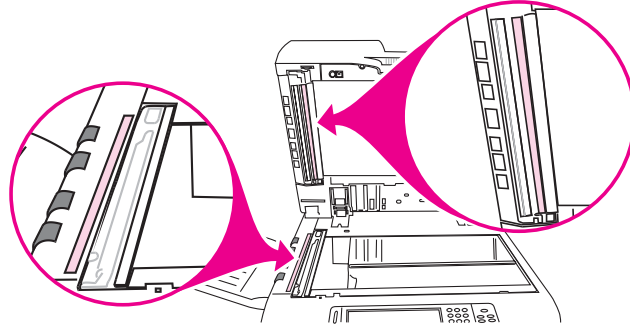


- 3 Clean the glass strips by wiping them gently with a clean, damp, lint-free cloth. Use an ammonia-based surface cleaner to dampen the cloth.

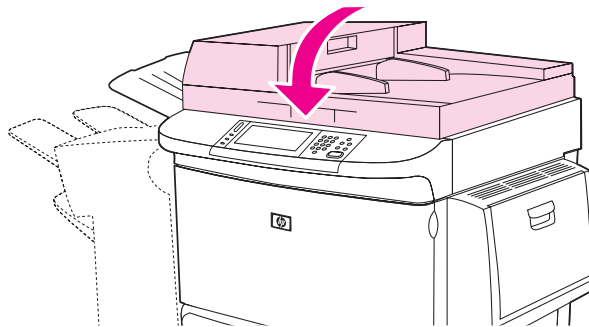
- 4 Locate the white, vinyl backing.



- 5 Locate the white, vinyl calibration strips.



- 6 Clean the ADF backing and the calibration strips by wiping them with a clean, damp, lint-free cloth. Use an ammonia-based surface cleaner to dampen the cloth.
- 7 Close the top cover.



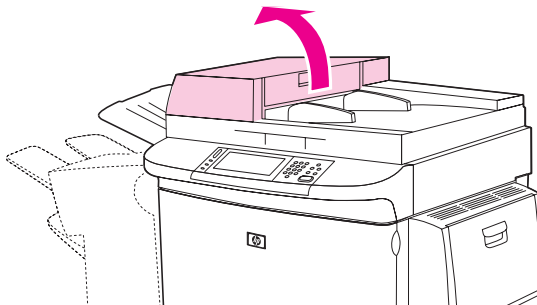
To clean the top ADF glass strip

If you are still experiencing poor copy quality, you might need to clean the top ADF glass strip.

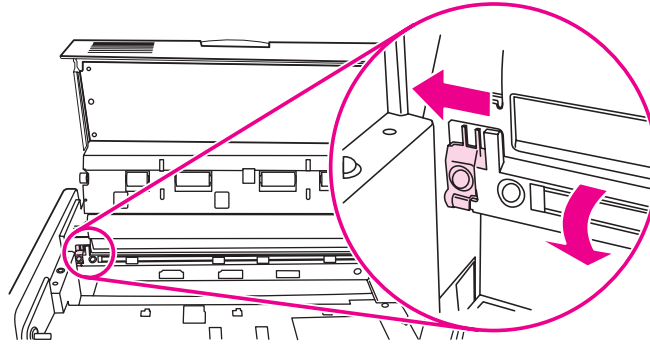
CAUTION

Clean this area only if you see copy defects such as streaks, and you notice dust inside the glass strip. Cleaning this area frequently could introduce dust into the MFP.

- 1 Open the ADF cover.



- 2 Locate the latch that releases the top ADF glass strip. Push the latch to the left, and pull down to expose the inside of the glass strip.

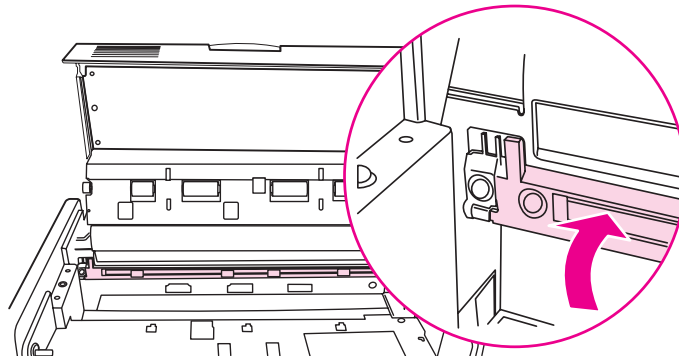


- 3 Gently wipe the glass with a dry, lint-free cloth.

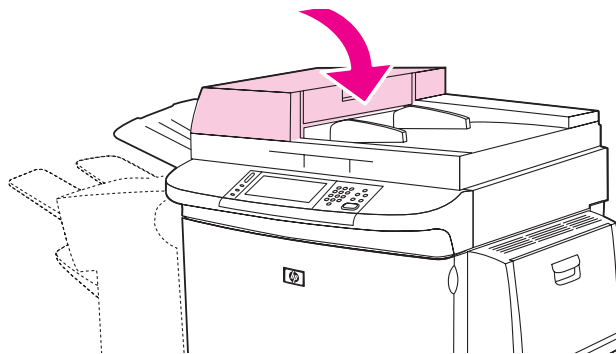
CAUTION

Use dry cloth only in this area. Do not use solvents, cleaners, water, or compressed air. Doing so could severely damage the MFP.

- 4 Pull the latch to the left and return the glass strip to its normal position.



- 5 Close the ADF cover.



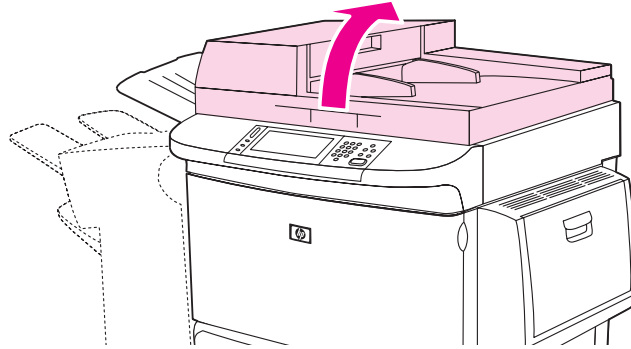
To clean the ADF rollers

You should clean the rollers in the ADF if you are experiencing misfeeds or if your originals show marks as they exit the ADF.

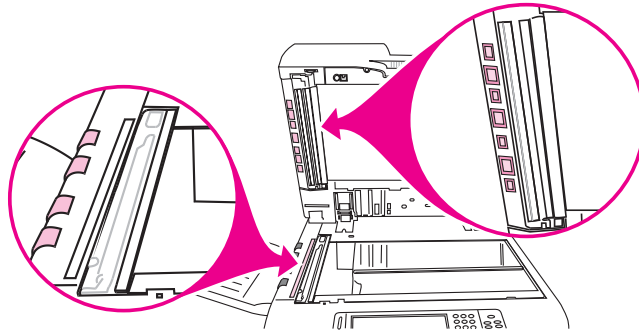
- 1 Open the top cover.

CAUTION

Clean the rollers only if you experience misfeeds or marks on the originals, and you notice dust on the rollers. Cleaning the rollers frequently could introduce dust into the MFP.



- 2 Locate the rollers near the glass strips.

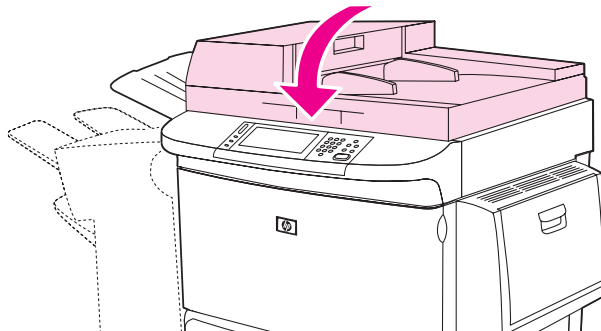


- 3 Wipe the rollers gently with a clean, water-dampened, lint-free cloth.

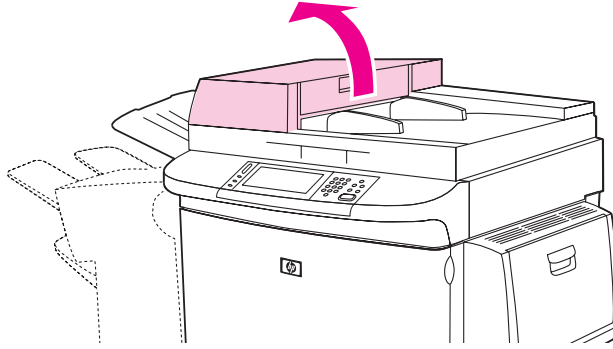
CAUTION

Do not pour water directly onto the rollers. Doing so might damage the MFP.

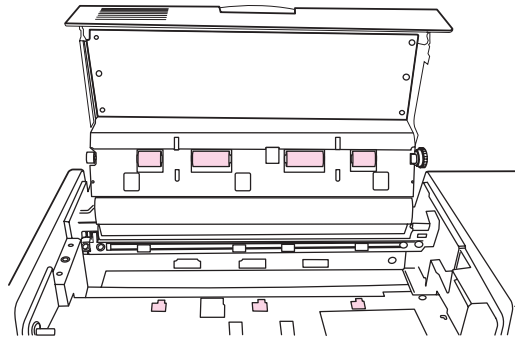
- 4 Close the top cover.



- 5 Open the ADF cover.



- 6 Locate the rollers.

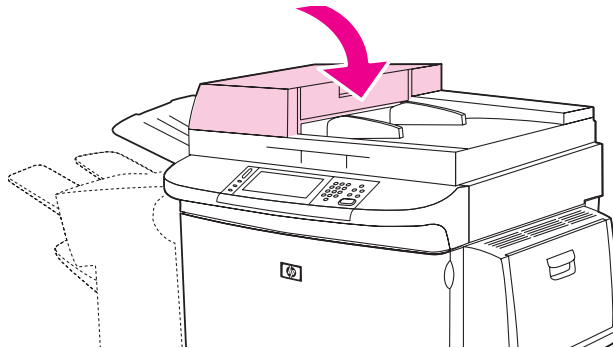


- 7 Wipe the rollers with a clean, water-dampened, lint-free cloth.

CAUTION

Do not pour water directly onto the rollers. Doing so might damage the MFP.

- 8 Close the ADF cover.



- 9 Close the delivery guide and wipe its outside surface with the cloth.

Managing the print cartridge

When you use a new, authentic HP print cartridge (C8543X), you can obtain the following supplies information:

- amount of cartridge life remaining
- estimated number of pages remaining
- number of pages printed
- other supplies information

Non-HP print cartridge

Hewlett-Packard Company cannot recommend the use of non-HP print cartridges, either new or remanufactured. Because they are not HP products, HP cannot influence their design or control their quality. Service or repairs required as a result of using a non Hewlett-Packard print cartridge will *not* be covered under the product warranty.

Print cartridge authentication

When you insert a non-HP print cartridge in the MFP, the MFP will inform you if a cartridge is not a genuine HP print cartridge. If you insert a used HP cartridge from another HP product, the MFP can take as many as 20 printed pages to authenticate that the cartridge is a genuine HP part.

If the MFP control panel message states that this is not a genuine HP print cartridge and you believe you purchased an HP cartridge, go to www.hp.com/go/anticounterfeit.

Print cartridge storage

Do not remove the print cartridge from its package until you are ready to use it.

CAUTION

To prevent damage to the print cartridge, do not expose it to light for more than a few minutes.

Checking the toner level

You can check the toner level using the MFP control panel, HP Toolbox, the embedded Web server, or HP Web Jetadmin.

Using the MFP control panel

- 1 Touch **Menu**.
- 2 Touch **Information**.
- 3 Touch **PRINT SUPPLIES STATUS PAGE**.

See [Supplies status page](#) for information about the supplies status page.

Using HP Toolbox

The following conditions must be met in order to use this feature:

- The HP Toolbox software must be installed on your computer. (HP Toolbox is automatically installed as part of the typical software installation.)
- The MFP must be connected to a network.
- You must have access to the World Wide Web to order supplies.

To use HP Toolbox

- 1 On the **Start** menu, click **Programs**, and then click **HP toolbox**.

HP Toolbox opens in a Web browser.

- 2 On the left side of the window, click the **Status** tab, and then click **Supplies Status**.

Note

If you want to order supplies, click **Order Supplies**. This opens a browser that produces a URL where you can purchase supplies. Select the supplies that you want to order and then finish the ordering process.

Using the embedded Web server

- 1 In your Web browser, type the MFP's IP address to access the MFP's home page. This takes you to the MFP status page.
- 2 On the left side of the screen, click **Supplies Status**. This takes you to the supplies status page, which provides toner level information. See [Supplies status page](#) for information about the supplies status page.

Using HP Web Jetadmin

In HP Web Jetadmin, select the MFP. The device status page shows toner level information.

Print cartridge conditions

Use these procedures when you see a message that relates to the print cartridge, or when you want to change or replace the print cartridge.

Order cartridge

When the print cartridge is low, the MFP control panel displays the `ORDER CARTRIDGE` message.

If the `ORDER CARTRIDGE` message appears, but the MFP continues printing, `CARTRIDGE LOW` is set to `CONTINUE` (the default setting).

If the MFP stops printing when low toner is detected, `CARTRIDGE LOW` is set to `STOP`. To resume printing, press **START**.

The MFP continues to display `CARTRIDGE LOW` until you replace the print cartridge.

Select `CARTRIDGE LOW=CONTINUE` or `CARTRIDGE LOW=STOP` from the Configuration menu in the control panel (see [System setup submenu](#)).

HP recommends that you place an order for a replacement print cartridge when you first receive the `ORDER CARTRIDGE` message. You can order a print cartridge by using the Internet Enabled Supplies Ordering feature. To do so, click the printer icon on the bottom right of your screen, click the icon for the MFP that you use, and then click the **Order Supplies** link on the status page. In a network environment, use the embedded Web server to order supplies.

Replace cartridge

When the print cartridge is empty, a `REPLACE CARTRIDGE` message appears on the control panel display. The MFP continues printing until the MFP receives a drum-out condition, but HP does not guarantee print quality after this message appears. However, if the `REPLACE CARTRIDGE` message results from the drum life being exceeded, you must replace the print cartridge immediately, and no override is possible. This protects the MFP and the print cartridge from damage.

Using the MFP cleaning page

Note

To ensure good print quality with certain types of paper, use the cleaning page every time the print cartridge is replaced. If the cleaning page is frequently needed, try a different type of paper.

If toner specks appear on the front or back side of your print jobs, follow the procedure below.

From the MFP control panel:

- 1 Touch `Menu`.
- 2 Touch `Configure Device`.
- 3 Touch `Print Quality`.
- 4 Scroll to and touch `Create Cleaning Page`. The page automatically prints.
- 5 Follow the instructions printed on the cleaning page to complete the cleaning process.
- 6 When toner has been cleaned from inside the MFP, shiny black spots appear on the page black strip. If white spots appear on the black strip, print another cleaning page.

Note

For the cleaning page to work properly, print the cleaning page on copier-grade paper (not bond or rough paper).

Rocking the print cartridge

When you install a print cartridge for the first time, gently rock it from front to back to distribute the toner evenly inside the cartridge. Due to the new cartridge design, this is the only time you will need to rock the cartridge.

Configuring alerts

You can use HP Web Jetadmin or the embedded Web server in the MFP to configure the system to alert you to problems with the MFP. The alerts take the form of e-mail messages that are sent to the e-mail account or accounts that you specify.

You can configure the following items:

- the products that you want to monitor.
- which alerts are to be received (for example, alerts for paper jams, paper out, order cartridge, replace cartridge, and cover open)
- the e-mail account to which the alerts should be forwarded

Software	Location for information
HP Web Jetadmin	See the HP Web Jetadmin Help system for details on alerts and how to set them up.
Embedded Web server	See Embedded Web Server for general information about the embedded Web server. See the embedded Web server Help system for details on alerts and how to set them up.

You can also receive alerts through the HP Toolbox software. These alerts display as either a pop-up window or an animated taskbar icon. The HP Toolbox software does not send alerts in the form of an e-mail message. You can configure the HP Toolbox software to deliver only the alerts that you want to receive, and you can also specify how often the software checks the printer status. See [HP Toolbox](#) for more information.

Printer maintenance kit

Note

The printer maintenance kit is a consumable and is not covered under warranty.

To ensure optimum print quality, HP recommends that a new printer maintenance kit be installed approximately every 350,000 pages to ensure print quality. Depending on how you use the MFP, you might need to replace the kit more often. If you have questions about how frequently you should replace the printer maintenance kit, contact the support center at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

When the `PERFORM PRINTER MAINTENANCE` message appears on the control panel, you need to purchase a printer maintenance kit and install the new parts. The part number for the 110-V kit is C9152A. The part number for the 220-V kit is C9153A. (See [Parts and accessories](#) for ordering information). The printer maintenance kit contains two Type 1 rollers, seven Type 2 rollers, one transfer roller assembly, and one fuser assembly. Complete instructions for installing the kit components are included in the printer maintenance kit box.

10 Problem solving

Overview

This section will help you to troubleshoot and solve MFP problems.

Clearing jams	Occasionally, paper can jam during printing. This section will help you to locate jams, properly clear them from the MFP, and solve repeated jams.
Understanding MFP messages	Many different messages can appear on the control-panel display. Some messages tell the current MFP status, such as <code>INITIALIZING</code> . Other messages require action, such as <code>CLOSE RIGHT DOOR</code> . Most of these messages are self-explanatory. However, some messages indicate a problem with the MFP, or require further action or description. This section lists these types of messages and tells you what to do if a message persists.
Correcting output quality problems	The MFP should produce print jobs of the highest quality. If print jobs do not appear sharp and clear, if defects such as lines, specks, or smears appear on the page, or if paper is wrinkled or curled, use this section to troubleshoot and solve the print quality problem.
Detecting MFP problems	Before you can eliminate an MFP problem, you must understand the location of the problem. Use the tables in this section to determine the MFP problem, and then follow the corresponding troubleshooting suggestions.
Software, computer, and product interface problems	Use the tables in this section to determine problems with the software or the computer, and to diagnose interface problems that might affect job production.
Checking the MFP configuration	From the MFP, you can print information pages, which provide details about the MFP and its configuration.

Clearing jams

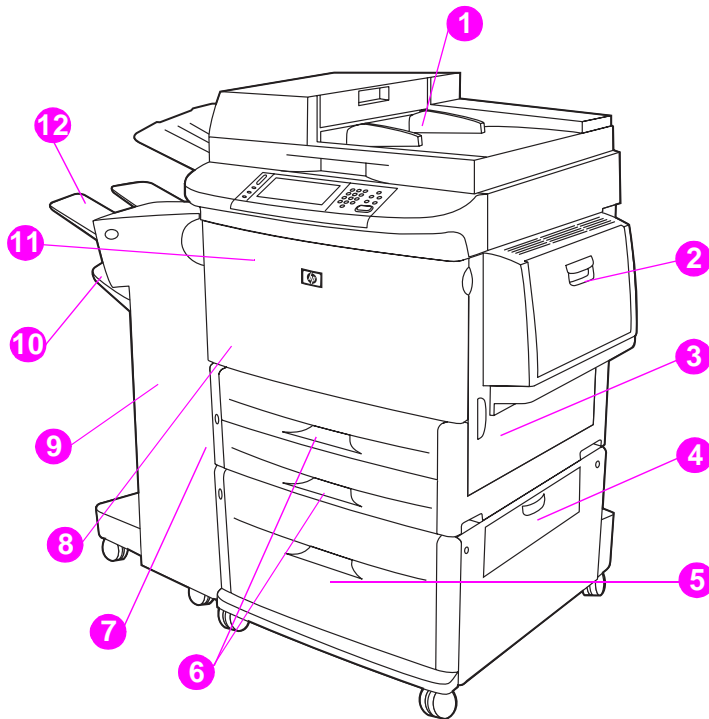
If a jam message appears on the control panel, look for paper in the locations indicated in the following illustration. You might need to look for jammed media in locations other than those that are indicated in the jam message. If the location of the jam is not obvious, look first in the front door area.

After looking at the illustration, you can go to the procedure for clearing the jam. When clearing jams, be very careful not to tear the media. If a small piece of media remains in the MFP, it could cause additional jams. If jams are a recurring problem, see [Solving repeated jams](#).

Note

Loose toner might remain in the MFP after a jam and cause output quality problems. These should clear up within a few pages.

Jam locations



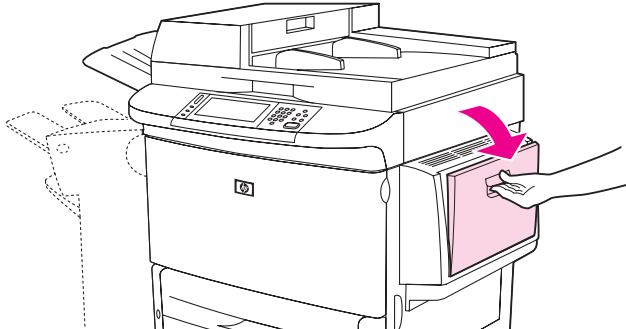
HP LaserJet 9040mfp or HP LaserJet 9050mfp with the 3000-sheet stacker/stapler

1. ADF
2. Tray 1
3. Right door
4. Vertical transfer door
5. Tray 4
6. Tray 2 and Tray 3
7. Left door (behind the output device)
8. Duplexer (inside the MFP)
9. Output device
10. Lower bin
11. Front door and print-cartridge area
12. Upper bin

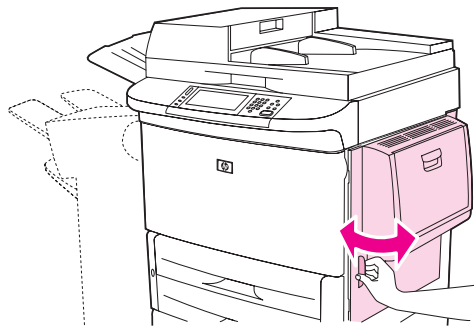
Clearing jams from the input tray areas

To clear jams in Tray 1

- 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.

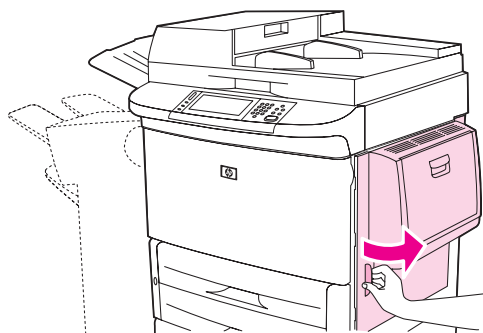


- 2 Open and close the right door to reset the MFP.



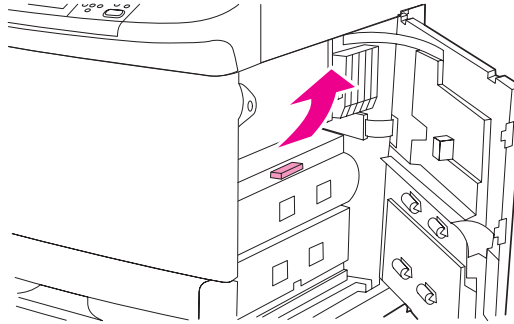
To clear jams inside the right door

- 1 Open the right door.

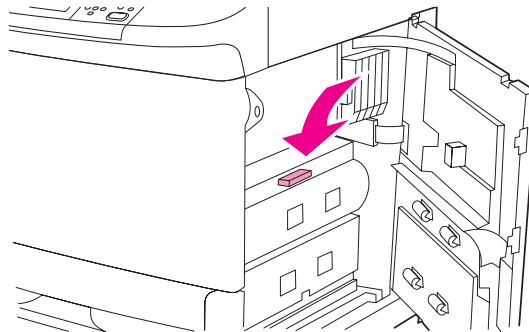


- 2 Check for media in the right door area, and remove any media from this area. Carefully check to be sure you have removed all pieces of torn media.

- 3 Open the jam access cover. Pull out and lift the green tab.



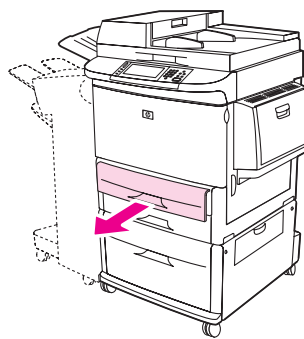
- 4 Remove any media from this area by pulling it out of the MFP.
- 5 Push the green lever down to the original position.



- 6 Close the right door.

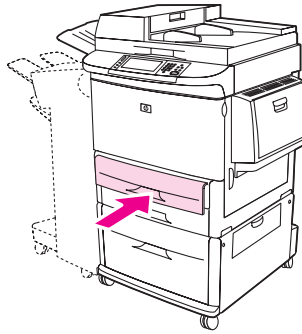
To clear jams in Trays 2 and 3

- 1 Open the tray until it stops.

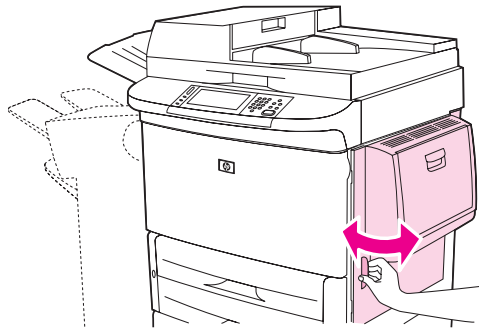


- 2 Check for media in the tray area, and remove any media from this area. Carefully check to be sure you have removed all pieces of torn media.

- 3 Close the tray.

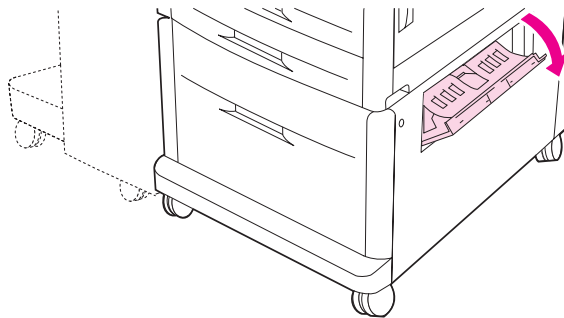


- 4 Open and close the right door to reset the MFP.



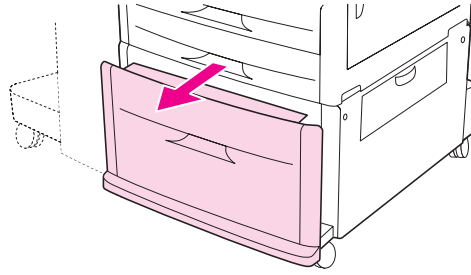
To clear jams in Tray 4

- 1 Open the vertical transfer door on Tray 4.

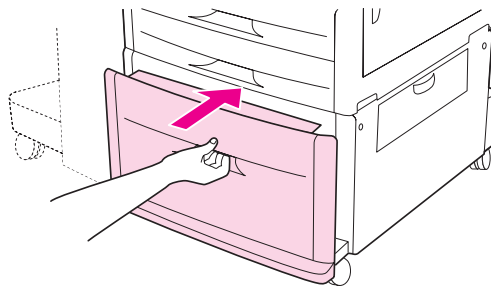


- 2 Check for paper in this area, and remove any paper from this area. Carefully check to be sure that you have removed all pieces of torn paper.

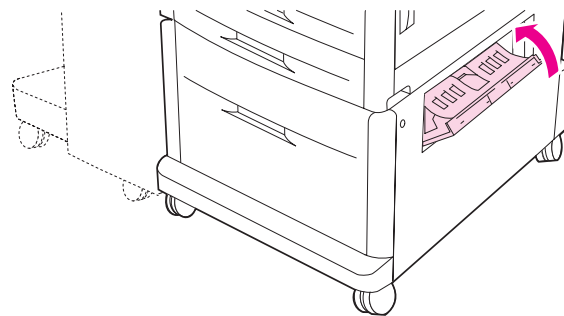
- 3 If you did not see any paper in the vertical transfer door, open Tray 4.



- 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.
- 5 Close Tray 4.



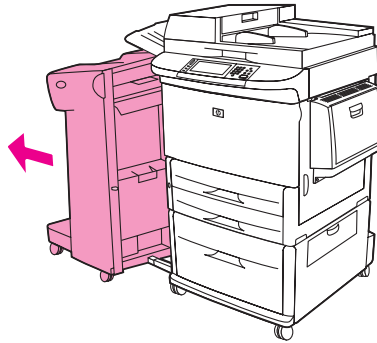
- 6 Close the vertical transfer door.



Clearing jams from the duplex printing accessory (duplexer)

To clear jams in the duplex printing accessory

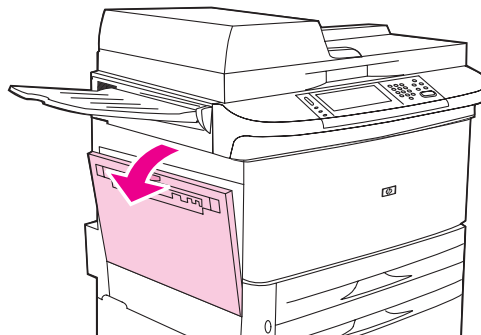
- 1 Move the output device away from the MFP to gain access to the left door.



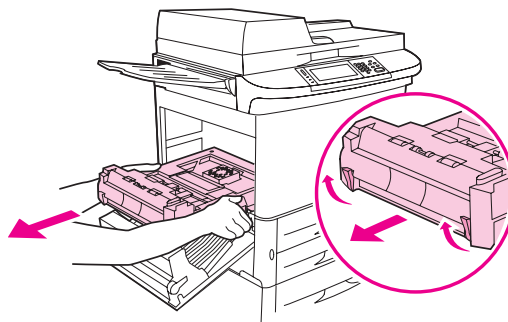
- 2 Open the left door and carefully pull out any paper from area.

WARNING!

Avoid touching the adjacent fusing area. It can be *hot*.

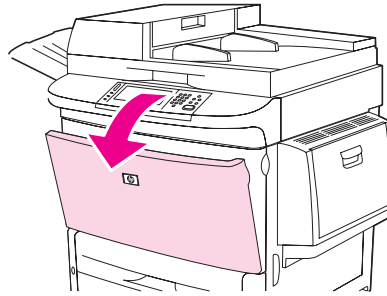


- 3 Remove the duplex printing accessory by pressing the green lever and pulling the unit out until it stops.

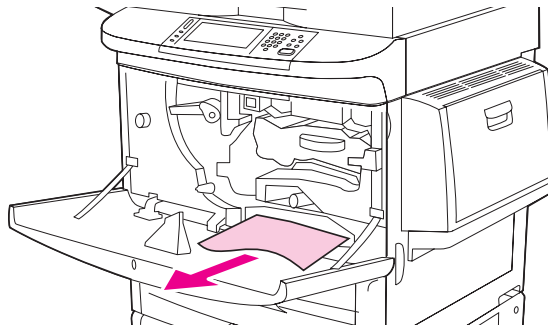


- 4 Remove any paper by lifting the two green levers in the duplex printing accessory.

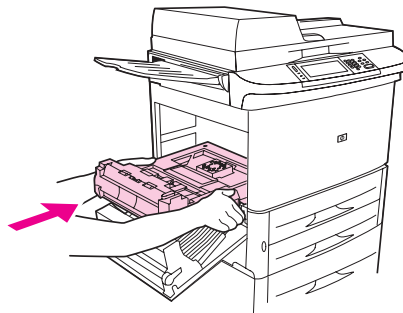
- 5 Open the front door.



- 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.

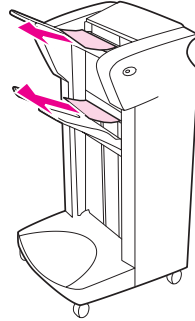


- 8 Close all open doors. Push the output device back into place.

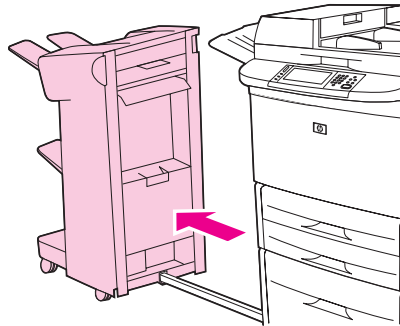
Clearing jams from the output areas

To clear jams in the stacker or stacker/stapler

- 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.



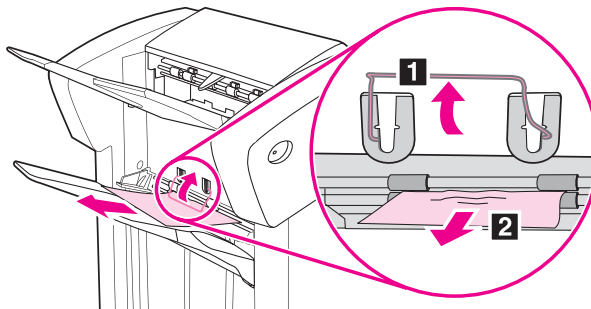
- 2 Move the output device away from the MFP.



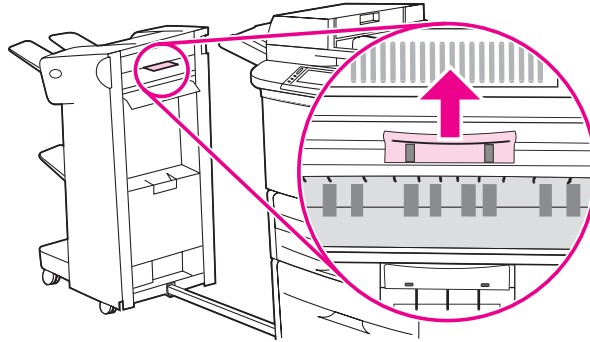
- 3 On the stacker, lift the wire on the lower bin of the device, and carefully pull out any media from this area. On the stacker/stapler, carefully pull out any media that might be protruding from the accumulator area.

Note

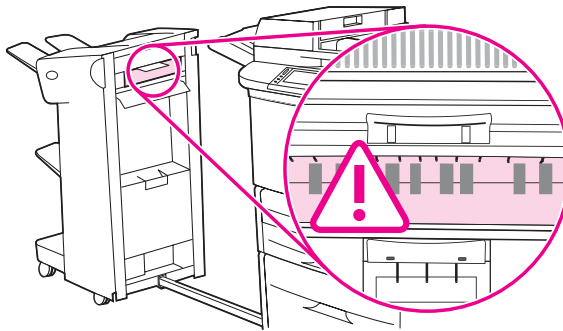
Only the stacker has the wire on the lower bin.



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



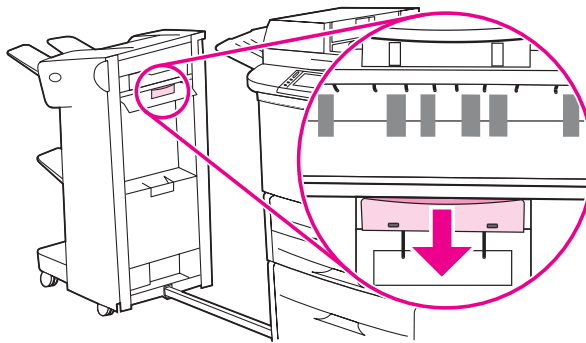
- 5 Carefully pull out any media from the flipper area.



WARNING!

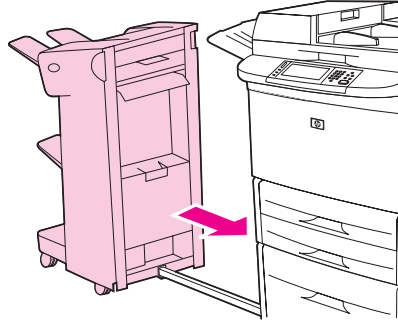
Avoid touching the flipper area. It can be *hot*.

- 6 Locate the green handle in the paper path module, and then pull down on the handle.



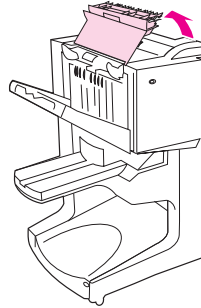
- 7 Carefully pull out any media from the paper path module.

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

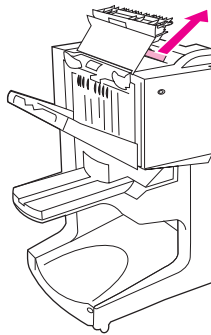


To clear jams in the multifunction finisher

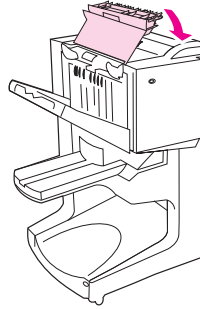
- 1 Open the finisher cover.



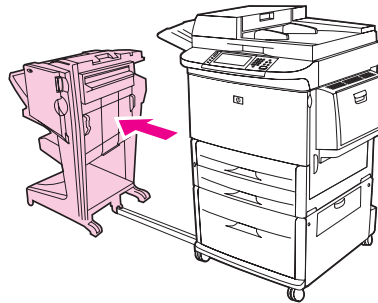
- 2 Slowly and carefully pull the paper straight out of the finisher so that it does not tear.



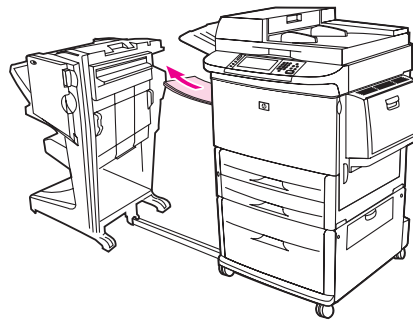
- 3 Close the finisher cover.



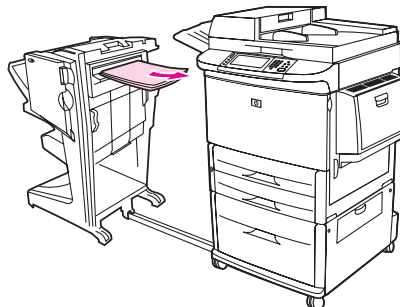
- 4 Move the finisher away from the MFP.



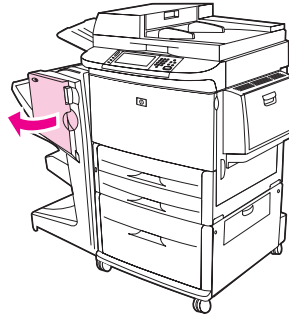
- 5 Carefully remove any paper from the MFP output area.



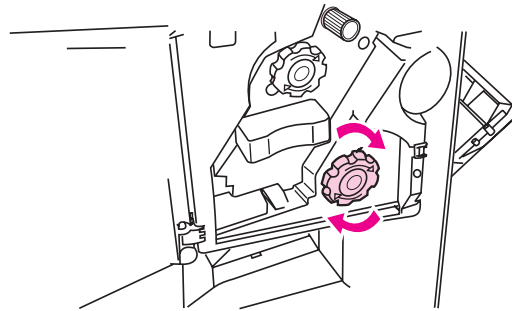
- 6 Carefully remove any paper from the finisher input area.



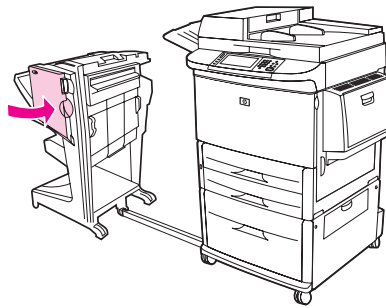
7 Open the stapler-unit door.



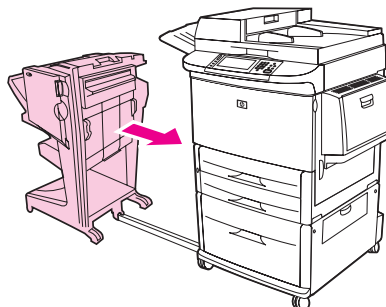
8 To clear a booklet jam, turn the bottom green knob clockwise to remove the booklet.



9 Close the stapler-unit door.

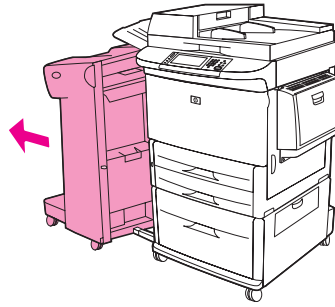


10 Push the multifunction finisher back into place.



To clear jams in the left door (fuser area)

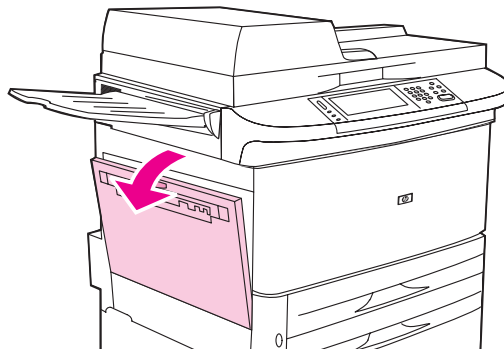
- 1 Move the output device away from the MFP to gain access to the left door.



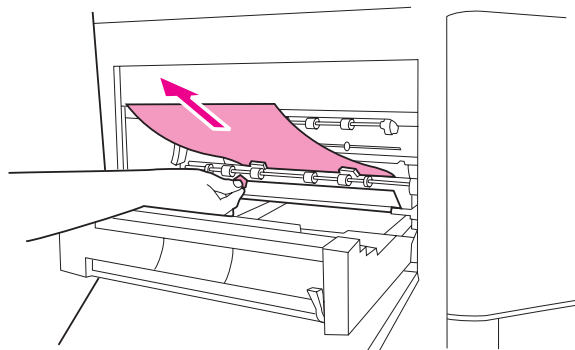
- 2 Open the left door.

WARNING!

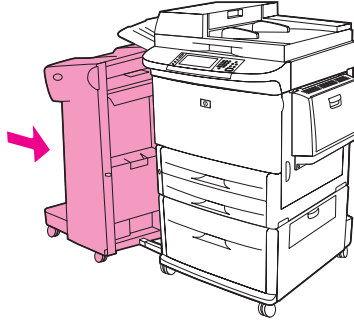
Avoid touching the adjacent fusing area. It can be *hot*.



- 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.

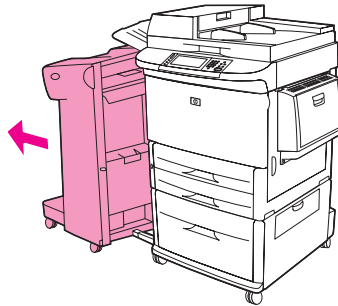


- 5 Close the left door. Push the output device back into place.

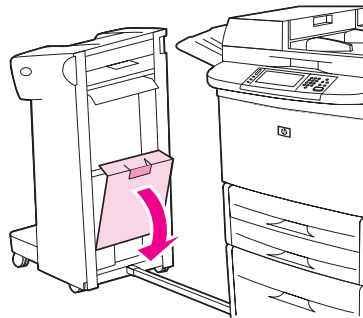


To clear a staple jam from the stacker/stapler

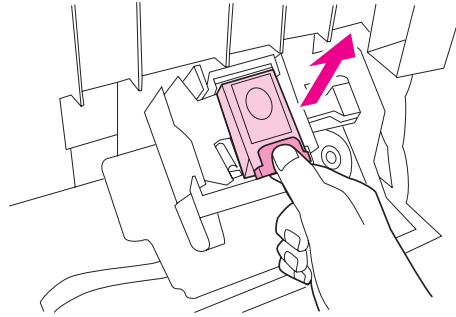
- 1 Move the stacker/stapler away from the MFP.



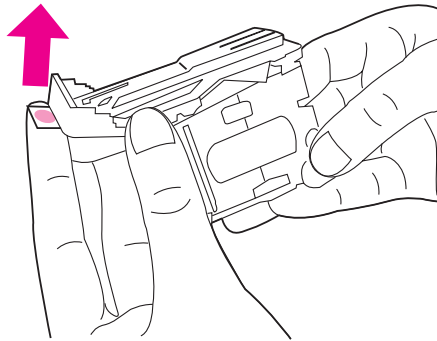
- 2 Open the stapler unit door.



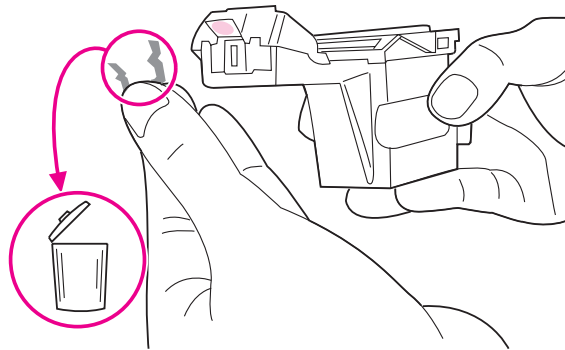
- 3 Pull the cartridge out.



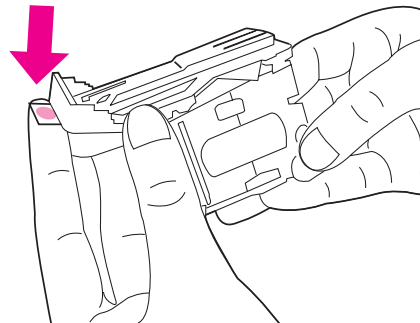
- 4 Pull up on the lever labeled with a green dot.



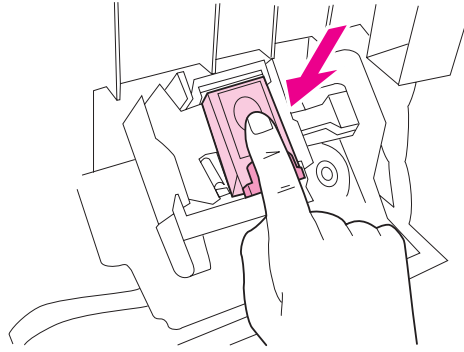
- 5 Remove the damaged staple.



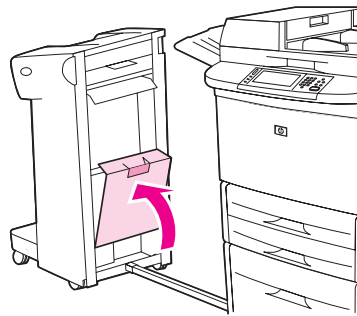
- 6 Press down on the lever labeled with a green dot.



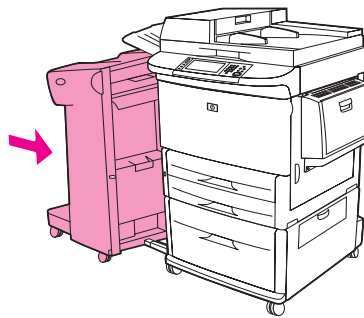
- 7 Reinstall the staple cartridge.



- 8 Close the stapler unit door.



- 9 Push the stacker/stapler back into place.

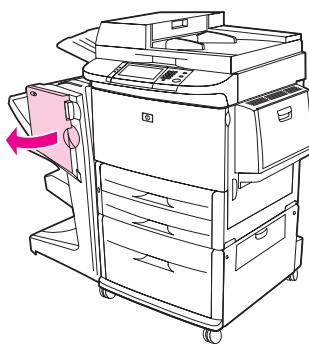


Note

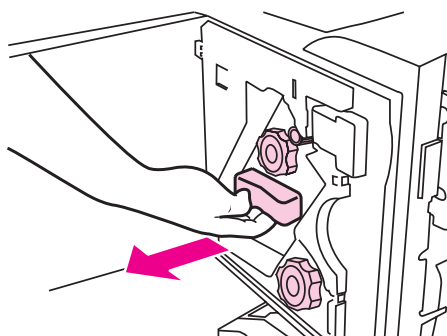
The stapler needs to reload after clearing a staple jam, so the first few documents (no more than five) might not be stapled. If a print job is sent and the stapler is jammed or is out of staples, the job will still print as long as the path to the output bin is not blocked.

To clear a staple jam from the multifunction finisher

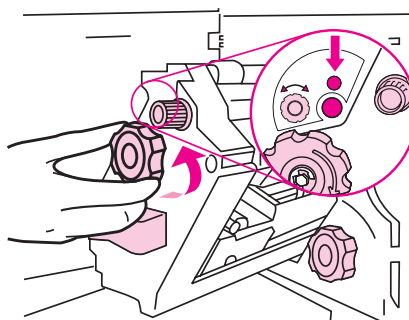
- 1 Open the stapler-unit door.



- 2 Slide the stapler-unit toward you.



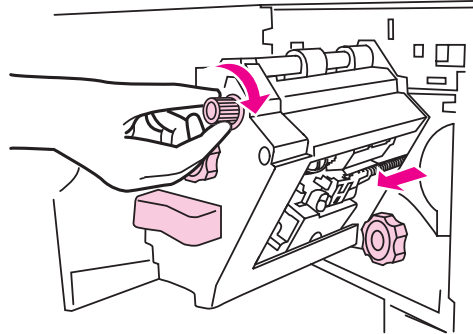
- 3 Turn the large green knob until the blue dot appears in the window of the stapler unit.



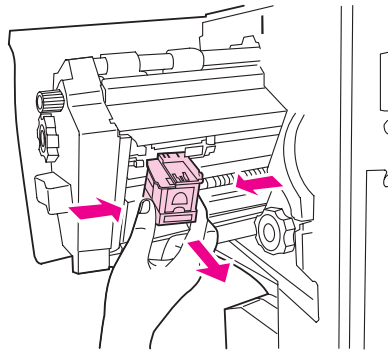
- 4 Turn the small green knob at the top of the stapler unit clockwise until the staple cartridge moves to the left of the stapler unit.

CAUTION

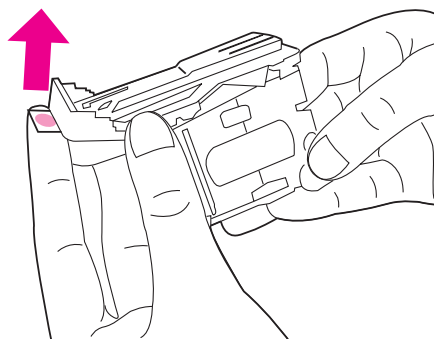
The blue dot must appear in the window of the stapler unit before you remove the staple cartridge. If you try to remove the staple cartridge before the blue dot appears in the window, you could damage the finisher.



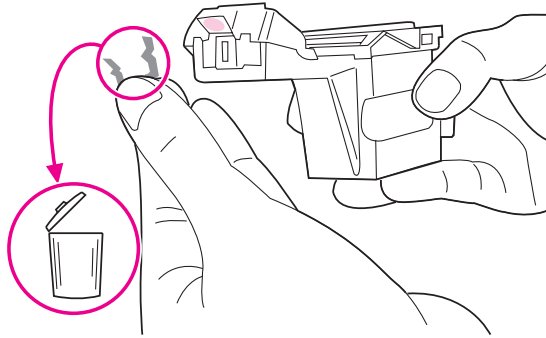
- 5 Remove the staple cartridge by squeezing the blue tabs together.



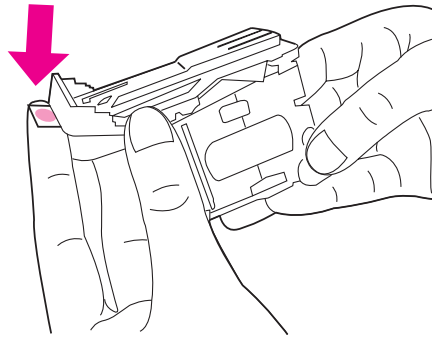
- 6 Pull up on the lever labeled with a green dot.



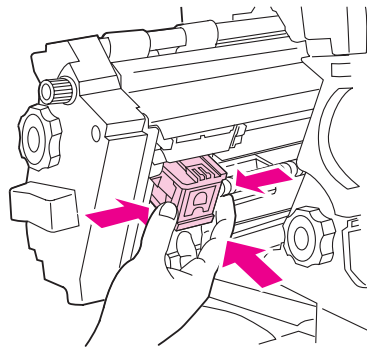
7 Remove the damaged staple.



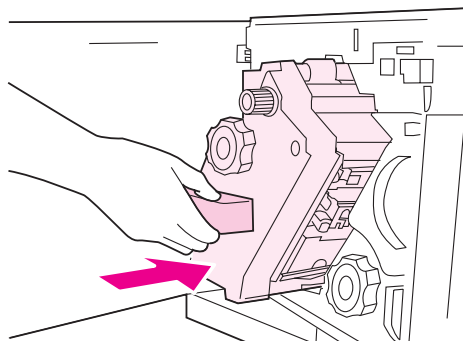
8 Press down on the lever labeled with a green dot.



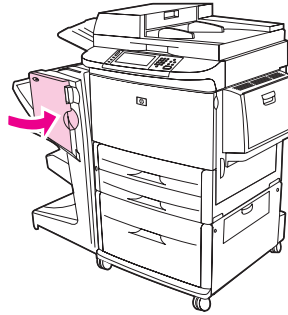
9 Reinstall the staple cartridge until it clicks into place.



10 Slide the stapler unit into the finisher.

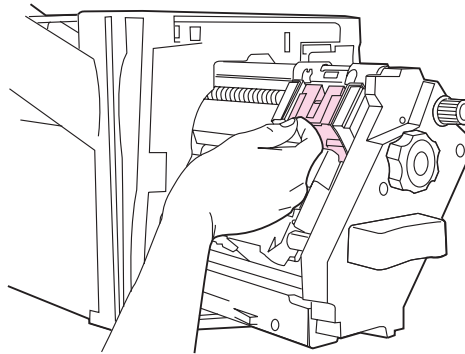


11 Close the stapler-unit door.



In rare instances, a staple jam might occur in the upper half of the stapler head.

- 1 Follow steps 1 through 4 for clearing a staple jam from the multifunction finisher (see [To clear a staple jam from the multifunction finisher](#)).
- 2 Locate the damaged staple at the back of the stapler unit, and then remove the staple.



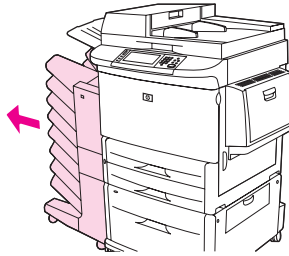
- 3 Follow steps 10 through 11 for clearing a staple jam from the multifunction finisher (see [To clear a staple jam from the multifunction finisher](#)).

To clear jams in the 8-bin mailbox

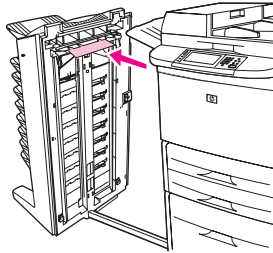
Note

Check that the paper used is not thicker than the 8-bin mailbox supports. See [Media specifications](#).

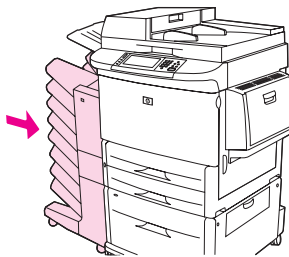
- 1 Move the 8-bin mailbox away from the MFP. To do this, stand on the left side of the MFP and pull the 8-bin mailbox straight toward you.



- 2 Carefully remove the upper (face-up) bin.
- 3 Pull down the handle on the output paper module and remove any jammed paper from this area.



- 4 Push the 8-bin mailbox back into place, and then reattach the upper bin.



Solving repeated jams

Situation	Solution
General repeated jam problems	<ol style="list-style-type: none">1. Check to see that the media is correctly loaded in the trays and that all width guides are correctly set (see Printing).2. Make sure that the paper tray is set for the size of media installed and that the tray is not overloaded.3. Try turning over the stack of media in the tray. If you are using prepunched or letterhead paper, try printing from Tray 1.4. Do not use previously printed media or torn, worn, or irregular media. For recommended media for your MFP, see Supported types of paper.5. Check the media specifications. (See Media specifications.) If paper is outside of the recommended specifications, problems can occur.6. MFP might be dirty. Clean the MFP as described in Cleaning the MFP.7. Check that all damaged or jammed media is removed from MFP.
Repeated jams in the ADF	<ol style="list-style-type: none">1. The ADF might be dirty. Clean the ADF as described in Cleaning the ADF delivery system.

Note

If jams continue, contact your HP-authorized service provider. (See the HP support flyer or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Understanding MFP messages

MFP messages appear on the control-panel display to relay the normal status of the MFP (such as `Processing Job`), or an error condition (such as `Close Right Door`) that needs attention. [Resolving control panel messages](#) lists messages that require attention, or that might raise questions. Messages are listed in alphabetical order, with numeric messages at the end of the list. Not all messages are listed, because some (such as `Ready`) are self-explanatory.

Note

Some MFP messages are affected by the `AUTO CONTINUE` and `CLEARABLE WARNINGS` settings in the `CONFIGURE DEVICE` menu, `System Setup` submenu, in the control panel (See [System setup submenu](#)).

Using the MFP help system

This MFP features a help system on the control panel that provides instructions for resolving most MFP errors. Certain control-panel messages alternate with instructions about accessing the help system.

Whenever a `?` appears in an error message or a message alternates with `FOR HELP TOUCH ?`, touch the `?` key to view the help.

To exit the help system, touch `?`.

If a message persists

- Some messages (for example, requests to load a tray or a message that a previous print job is still in the MFP memory) allow you to touch `Continue` to print, or to press **STOP** to clear the job and eliminate the message.
- If a message persists after performing all of the recommended actions, contact an HP-authorized service or support provider. (See the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Resolving control panel messages

Message	Explanation or recommended action
Access denied MENUS LOCKED	Because the control-panel security is active, you cannot open the menus
ACTION NOT CURRENTLY AVAILABLE FOR TRAY X TRAY SIZE CANNOT BE ANY SIZE/ANY CUSTOM	A duplexed document was requested from a tray that is set to Any Size or Any Custom. Duplexing is not allowed from a tray configured to Any Size or Any Custom. Select another tray or reconfigure the tray.
ADF Cover Open	Close the ADF cover. Follow the instructions in the on screen dialog box.
ADF PAPER JAM	A jam has occurred in the ADF. Follow the instructions in the on screen dialog box.
ADF PICK ERROR Open the ADF cover	Make sure that your original contains no more than 30 pages. Follow the instructions in the on screen dialog box.
ADF SKEW ERROR	Make sure that the paper guides are aligned on the sides of the originals, and that all of the originals are the same size. Follow the instructions in the on screen dialog box.
Authentication information is incorrect. Please re-enter information.	A user name or password is incorrect. Type the information again.
Authentication Required	Authentication has been enabled for this feature or destination. A username and password are required. Contact your network administrator.
Authentication required to use this feature	A user name and password are required. Contact your network administrator.
BAD DUPLEXER CONNECTION	The duplex printing accessory is not connected correctly to the MFP. Follow the instructions in the on screen dialog box.
BAD OPTIONAL TRAY CONNECTION	An optional tray is not connected correctly to the MFP. Follow the instructions in the on screen dialog box.
BAD TRAY 1 CONNECTION	Tray 1 is not connected correctly to the MFP. Follow the instructions in the on screen dialog box.
<BINNAME> FULL	The specified output bin is full. Empty the bin to continue printing.

Message	Explanation or recommended action
Canceling... <JOBNAME>	The MFP is cancelling a job. The message continues while the job is stopped, the paper path is flushed, and any remaining incoming data on the active data channel is received and discarded.
CARD SLOT X NOT FUNCTIONAL	The compact flash card in the specified slot is not working correctly.
CARTRIDGE FAILURE Return for Replacement	The cartridge is loaded and the shipping protection strip cannot be fully removed. Return the cartridge for a new one. (See Parts and accessories , or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp .)
CARTRIDGE OUT REPLACE CARTRIDGE	The cartridge does not contain any more toner. Printing cannot continue because damage to the MFP might result. Replace the print cartridge.
CHECK CABLES Then turn off then on	Make sure that the cable between the scanner and the MFP is connected. If the error persists, replace the cable.
CHECK CABLES CHECK SCANNER LOCK To continue turn off then on	Make sure that the scanner is unlocked and the interface cable is seated correctly.
CHECK COPY CONNECT CARD	Make sure that the Copy Connect board on the formatter is firmly in place. Check for LED light activity on the Copy Connect board. If the problem persists, replace the Copy Connect board.
Check the glass and remove any paper, then press START	A digital send or copy job has been performed from the scanner glass, but the original document needs to be removed.
Checking paper path	The MFP rollers are rotating to check for possible jams.
CHOSEN PERSONALITY NOT AVAILABLE To continue touch OK	A print job requested a MFP language (personality) that does is not available in this MFP. The job will not print and will be cleared from memory. Print the job by using a driver for a different printer language, or add the requested language to the MFP (if possible).
CLEANING DISK <X%> Complete Do not power off.	The hard disk or compact flash disk is being cleaned. Contact the network administrator.
CLOSE FLATBED COVER DURING INITIALIZATION	Close the top cover before turning on the MFP.

Message	Explanation or recommended action
CLOSE FRONT OR LEFT DOOR To continue turn off then on	The MFP was turned on with one of these doors open. Close the door, turn the MFP off, and then turn the MFP on.
CLOSE RIGHT DOOR	Close the vertical transfer door.
CLOSE RIGHT DOOR To continue turn off then on	The MFP was turned on with the right door open.
CLOSE STAPLE DOOR	Close the stapler access door on the output paper handling device.
Creating... CLEANING PAGE	The MFP is generating the cleaning page.
DATA RECEIVED	The MFP has received data but is waiting for a form feed or has been paused.
DIFFERENT PAPER SIZES IN JOB	Different media sizes are being used for a single job in the multifunction finisher. Verify that all pages in the job are configured for the same size paper.
Deleting...	The MFP is deleting a stored job.
Digital Send server is not responding Contact administrator	The MFP cannot communicate with the server. Verify the network connection.
DUPLEXER ERROR REMOVE DUPLEXER Install duplexer with power off	The duplexer has been removed. Reinstall the duplexer.
EIO X DISK NOT FUNCTIONAL	The EIO hard disk is not working correctly. Follow the instructions in the on screen dialog box.
E-mail Gateway did not accept the job because the attachment was too large	The scanned documents have exceeded the size limit of the e-mail server. Resend the job using a lower resolution, smaller file size setting, or fewer pages. Contact your network administrator to enable sending the scanned documents using multiple e-mails.
E-mail Gateway did not respond	An e-mail gateway has exceeded the time out value. Verify the e-mail address.

Message	Explanation or recommended action
E-mail Gateway rejected the job because of the addressing information. Job failed	One or more of the e-mail addresses is incorrect. Send the job again with the correct addresses.
Event log empty	The user is attempting to view an empty event log by selecting SHOW EVENT LOG from the control panel.
FINISHING PROCESS NOT FUNCTIONAL For help touch OK	The external device might not be able to perform the finishing process, but the device might still pass paper. The print job will be completed unfinished.
FLATBED COVER OPEN	The ADF cover is open. Close the cover.
Folder list is full. To add a folder, you must first delete a folder.	The MFP limits the number of folders that can be established. Delete an unused folder to add a new folder.
Found LDAP Gateway: <IP Address>	The MFP has located the listed SMTP gateway on the network. Accept the address to enable addressing.
Found SMTP Gateway: <IP Address>	The MFP has located the listed SMTP gateway on the network. Accept the address to enable addressing.
Front Side Optical System Error	The scanner has experienced an error. Turn the MFP off, and then turn the MFP on.
[FS] DEVICE FAILURE	The memory device indicated has failed. Turn the MFP off, and then turn the MFP on. If the error persists, replace the memory device.
[FS] FILE OPERATION FAILED	A PJI file system command was received, but the command was illogical (for example, a command to download a file to a non-existent directory).
[FS] FILE SYSTEM IS FULL	A PJI file system command was received to store something on the file system, but the file system is full.
[FS] IS WRITE PROTECTED	The file system device is protected. No new files can be written to it.
[FS] NOT INITIALIZED	The file system has not been initialized

Message	Explanation or recommended action
Gateways failed	The MFP was unable to locate either an SMTP or LDAP server. Verify the gateway address.
HP Digital Sending: Delivery Error	A digital send job has failed and cannot be delivered. Try to send the job again.
INCORRECT	The wrong PIN was typed. Return to the previous screen and type the PIN again.
Initializing...	The MFP is starting up.
INSERT OR CLOSE TRAY xx	The specified tray must be inserted or closed for printing to continue.
INSTALL CARTRIDGE	The print cartridge has been removed or has been installed incorrectly. It must be replaced or reinstalled correctly for printing to continue.
INSUFFICIENT MEMORY TO LOAD FONTS/DATA <DEVICE> To continue touch OK	The MFP does not have enough memory to load the data (for example, fonts or macros) from the location specified. Touch OK to continue without this information. If the message persists, add more memory.
INTERNAL DISK NOT FUNCTIONAL	The internal hard disk has failed. Turn the MFP off, and then turn the MFP on. If the message persists, see the HP support flyer or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp .
LDAP Gateway Not Responding	The LDAP server is not communicating with the MFP. Verify the LDAP server address. Contact the network administrator.
LDAP Gateway OK	The LDAP server has responded after exceeding the time out value for an address request.
LDAP Server is not responding Contact administrator	The LDAP server has exceeded the time out value for an address request. Verify LDAP server address.
LOAD TRAY xx To use another tray touch OK.	The job requires a specific media type and size that is not available. Load the requested media into Tray 1. Touch OK to use a media type and size that is available in another tray, or follow the instructions in the on screen dialog box.
LOAD TRAY 1 [TYPE][SIZE]	The tray is empty or configured for a different size than the size requested. Follow the instructions on the pop-up dialog box.

Message	Explanation or recommended action
MANUALLY FEED [TYPE] [SIZE]	Load the requested media into Tray 1. To override the message, touch OK if the required media is available in another tray. Touch OK to use a type and size that is available in another tray.
Multiple page scan mode	This message is displayed when using Job Mode to e-mail.
Network connection required For Digital Sending Contact administrator	A digital sending feature has been configured, but a network connection is not detected. Verify the network connection. Contact your network administrator.
No job to cancel	The STOP button was pressed, but no active job or buffered data is present. The message is displayed for approximately two seconds before the MFP returns to the READY state.
Novell Login Required	Novell authentication has been enabled for this destination. Enter Novell network credentials to access the digital sending feature.
OUTPUT PAPER PATH OPEN	The paper path between the MFP and the external finishing device is open. Close the path to continue printing.
Password or name is incorrect. Please enter correct login.	The user name or password is incorrect or mis typed. Retype the user name and password.
PERFORM PRINTER MAINTENANCE	The MFP has passed its prescribed printed-page threshold between maintenance procedures. To ensure optimum print quality, the MFP prompts you to perform routine maintenance every 350,000 pages. To order a printer maintenance kit, see Parts and accessories , or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp .
Performing upgrade	The MFP is performing a firmware upgrade.
Processing Cleaning Page	The MFP is generating the cleaning page.
Receiving Upgrade	The MFP is receiving a firmware upgrade.
REINSERT DUPLXER	The duplexer has been removed and must be reinstalled.

Message	Explanation or recommended action
REPLACE CARTRIDGE	The print cartridge is out of toner and the Cartridge Low=CONTINUE message appears in the System Setup submenu. Touch OK to continue printing until there is no more toner.
REPLACE STAPLER CARTRIDGE To continue touch OK	The external paper handling device is out of staples.
REPLACE STAPLES To continue touch OK	The external stapling device is out of staples. Install more staples.
Request accepted Please wait	A user requested that the MFP print an internal page. When the current job has finished, the internal page will be printed.
RESEND UPGRADE	An error exists in the MFP firmware flash. Resend a valid firmware image.
SANITIZING DISK <X>% COMPLETE Do not power off	The hard disk or compact flash disk is being cleaned. Contact the network administrator.
SCAN CARRIAGE LOCKED Check lock switch, cycle power	The flatbed scanner carriage is locked for shipping. Turn off the MFP, unlock the scanner carriage, and turn on the MFP.
SIZE MISMATCH IN TRAY XX	The media in the specified tray is shorter or longer in the feed direction than the size configured for the tray.
SMTP failed	The SMTP server could not send the job. Verify the e-mail server address. Contact the network administrator.
SMTP Gateway Not Responding	The SMTP gateway has exceeded a time out value. Verify the e-mail server address. Contact the network administrator.
Staple Option No Longer Available	The stapler does not support the stapling request.
STAPLER ALIGN ERROR	The paper in the stapler is not aligned. Turn the MFP off, and then turn the MFP on.
STAPLER LOW ON STAPLES	The stapler device is running out of staples. Install a new staple cartridge.
STAPLER INTERRUPTION	Remove the jammed staple.

Message	Explanation or recommended action
TOO MANY PAGES IN JOB TO FINISH For help touch OK	The external device received too many pages to perform the requested finishing process.
TOO MANY PAGES IN JOB TO STAPLE For help touch OK	The print job is too large to staple. The job will be completed unstapled.
TOO MANY PAGES TO MAKE BOOKLET	The page content is too large to be saddle stitched. Verify that the job is within specifications to be saddle stitched. See the <i>User's Guide</i> that came with the output device for more information.
UNABLE TO STORE JOB	A job cannot be stored on the MFP because of a memory, disk, or configuration problem.
UNSUPPORTED DATA ON [FS] DIMM IN SLOT X To clear touch OK.	The DIMM in the specified slot contains unsupported data.
Username or password is incorrect. Please re-enter.	The user name or password is incorrect or mis typed. Retype the user name and password.
Waiting for tray xx to lift	The tray is lifting the paper to the top of the tray for correct feeding.
Windows Login Required to use this feature: <feature>	Provide Windows network credentials to access the digital sending feature.
10.xx.yy SUPPLY MEMORY ERROR	The MFP cannot read or write to at least one supply e-label or an e-label is missing from a supply. Reinstall the supply, or install a new supply.
11.xx Internal clock error To continue touch OK	There is a problem with the MFP's real time clock. The MFP will prompt the user to set the date and time whenever the product is turned off, and then turned on. If the error persists, replace the formatter.
13.xx.yy JAM IN [LOCATION]	Remove jammed media from the specified location (see Clearing jams). Open and close the front door to clear the message. If the message persists after all jams have been cleared, a sensor might be stuck or broken. Contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).

Message	Explanation or recommended action
20 INSUFFICIENT MEMORY To continue touch OK	The MFP received more data than can fit in its available memory. You might have tried to transfer too many macros, soft fonts, or complex graphics. Touch OK to print the transferred data (some data might be lost), then simplify the print job or install additional memory (see MFP memory and expansion).
21 PAGE TOO COMPLEX To continue touch OK	The page formatting process was not fast enough for the MFP. Touch OK to print the transferred data. (Some data might be lost.) If this message appears often, simplify the print job.
22 EIO x BUFFER OVERFLOW To continue touch OK	Too much data was sent to the EIO card in the specified slot (x). An improper communications protocol might be in use. Touch OK to print the transferred data. (Some data might be lost.) Check the host configuration. If this message persists, contact an HP-authorized service or support provider. (See the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp .)
22 Embedded I/O Buffer Overflow To continue touch OK	Too much data was sent to the embedded HP Jetdirect.
22 PARALLEL I/O BUFFER OVERFLOW To continue touch OK	Too much data was sent to the parallel port. Touch OK to clear the error message. (Data will be lost.) Check for a loose cable connection, and be sure to use a high-quality cable. Some non-HP parallel cables might be missing pin connections or might otherwise not conform to the IEEE-1284 specification. (See Parts and accessories , or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp .) If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
30.00.99 SCANNER FAILURE	Make sure that the scanner is unlocked. Check the cables. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
30.00.01 SCANNER I/O FAILURE CHECK CABLES THEN TRUN OFF THEN ON	The MFP and the copy processor are not communicating. Check for a disconnected cable. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).

Message	Explanation or recommended action
30.00.02 SCANNER I/O FAILURE CHECK COPY CONNECT CARD	<p>Make sure that the scanner is unlocked.</p> <p>Check the cables.</p> <p>Turn the MFP off, and then turn the MFP on.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>
40 EIO x BAD TRANSMISSION To continue touch OK	<p>The connection between the MFP and the EIO card in the specified slot has been broken.</p> <p>Touch OK to clear the error message and continue printing.</p>
40 EMBEDDED I/O BAD TRANSMISSION To continue touch OK	<p>The connection with the embedded HP Jetdirect print server has been broken.</p> <p>Turn the MFP off, and then turn the MFP on.</p>
41.x ERROR To continue touch OK	<p>A temporary printing error occurred.</p> <p>Turn the MFP off, then turn the MFP on.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>
41.3 UNEXPECTED SIZE IN TRAY xx To use another tray touch OK	<p>A tray (xx) is loaded with media that is longer or shorter in the feed direction than the size configured for the tray.</p> <p>Touch OK to get to TRAY xx SIZE=. Reconfigure the size in a tray so the MFP will use a tray with the size required for the print job.</p> <p>If the error does not clear, turn the MFP off, then turn the MFP on.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>
49.xxxxx ERROR To continue turn off then on	<p>A critical firmware error has occurred.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>
50.x FUSER ERROR	<p>A fuser error has occurred.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>
51.x9 ERROR To continue turn off then on	<p>A temporary printing error has occurred.</p> <p>Turn the MFP off, and then turn the MFP on.</p> <p>If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).</p>

Message	Explanation or recommended action
52.x ERROR To continue turn off then on	A temporary printing error has occurred. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
53.x9.zz CHECK RAM DIMM SLOT X To continue touch OK	A problem exists with the MFP memory. The DIMM that caused the error will not be used. The following are the values of x: x = Device location 0 = Onboard memory 1 = Slot 1 2 = Slot 2 You might need to reseal or replace the specified DIMM. Turn the MFP off, and then replace the DIMM that caused the error. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
55.xx.yy DC CONTROLLER ERROR To continue turn off then on	The communication link between the formatter and the DC controller was lost. Turn the MFP off, and then turn the MFP on.
56.x9 ERROR To continue turn off then on	A temporary printing error has occurred. Turn the MFP off, then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
57.x9 ERROR To continue turn off then on	A temporary printing error has occurred. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
58.x9 ERROR To continue turn off then on	A temporary printing error has occurred. Turn the MFP off, then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
59.x9 ERROR To continue turn off then on	A temporary printing error has occurred. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).

Message	Explanation or recommended action
62 NO SYSTEM To continue turn off then on	A problem exists with the MFP firmware. To continue, turn off the MFP, and then the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
64 ERROR To continue turn off then on	A scan buffer error occurred. Turn the MFP off, and then turn the MFP on. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
68.x PERMANENT STORAGE FULL To continue touch OK	The MFP NVRAM is full. Some settings saved in the NVRAM might have been reset to the factory defaults. Printing can continue, but some unexpected functions might occur if an error occurred in permanent storage. Touch OK to clear the message. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
68.x PERMANENT STORAGE WRITE FAIL To continue touch OK	The MFP NVRAM is failing to write. Printing can continue, but some unexpected functions might occur if an error occurred in permanent storage. Touch OK to clear the message. If this message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
69.x ERROR To continue turn off then on	A temporary printing error occurred. Turn the MFP off, reseal the duplex printing accessory, and then turn the MFP on. If this message persists, remove the duplex unit and resume single-sided printing. If this message continues to persist, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
79 ERROR To continue turn off then on	A critical hardware error occurred. Turn the MFP off, and then turn the MFP on. If the message persists, contact an HP-authorized service or support provider (see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp).
8x.yyyy EIO ERROR	The EIO accessory card in slot x has encountered a critical error, as specified by yyyy.
8x.yyyy EMBEDDED JETDIRECT ERROR	The embedded HP Jetdirect print server has encountered a critical error, as specified by yyyy.

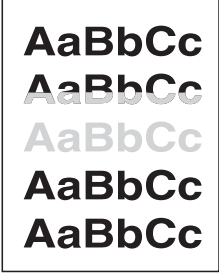
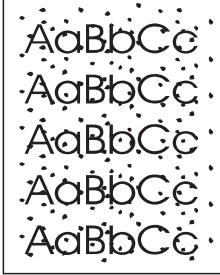
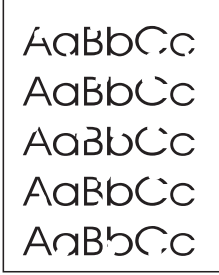
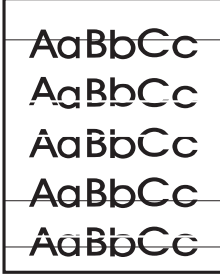
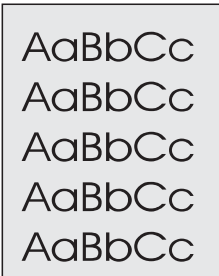

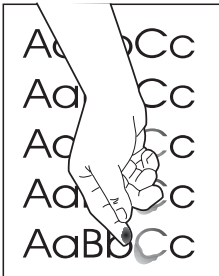

Correcting output quality problems

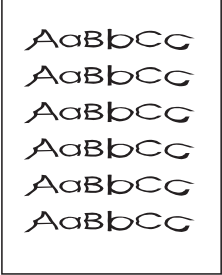
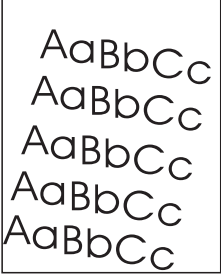
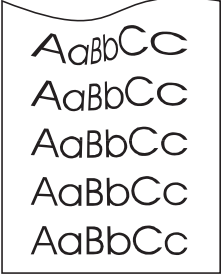
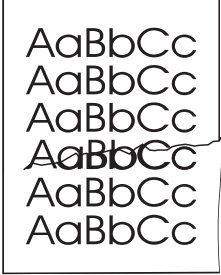
The first step in correcting output quality problems is to determine if the image defect is present when copying and printing, or only when copying. If the image defect is present only when copying, see [Cleaning the ADF delivery system](#).

If the image defect is present only when printing, use the examples in the image defect table to determine which print quality problem you are experiencing, and then see the corresponding reference pages to troubleshoot the problem.

Note

The following examples depict letter-size paper that has passed through the MFP long-edge first. (If the paper has passed through the MFP short-edge first, lines and repeating defects will run vertically rather than horizontally.)

 <p>See Light print or fade</p>	 <p>See Specks</p>	 <p>See Dropouts</p>	 <p>See Lines</p>
 <p>See Gray background</p>	 <p>See Toner smear</p>	 <p>See Loose toner</p>	 <p>See Repeating defects</p>

 <p data-bbox="387 474 571 531">See Misformed characters</p>	 <p data-bbox="665 474 849 506">See Page skew</p>	 <p data-bbox="943 474 1098 531">See Curl or wave</p>	 <p data-bbox="1220 474 1417 531">See Wrinkles or creases</p>
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Light print or fade

- The print cartridge might be low. Replace the print cartridge.
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See [Parts and accessories](#), or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Specks

Specks might appear on a page after a jam has been cleared.

- Print a few more pages to see if the problem corrects itself.
- If specks occur frequently, set your MFP up to automatically run a cleaning page (see [Using the MFP cleaning page](#)).
- Clean the inside of the MFP and run a manual cleaning page to clean the fuser (see [Cleaning the MFP](#) and [Using the MFP cleaning page](#)).
- Try using a different type of paper.
- Check for print cartridge leaks. If the print cartridge is leaking, replace it.

Dropouts

- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- If the paper is rough and the toner easily rubs off, either try changing the fuser mode to High 1 or High 2, or try using a smoother paper.
- Try using a different paper type.

Lines

- Print a few more pages to see if the problem corrects itself.
- Clean the inside of the MFP and run a manual cleaning page to clean the fuser (see [Cleaning the MFP](#) and [Using the MFP cleaning page](#)).
- Replace the print cartridge.
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See the [Parts and accessories](#) or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Gray background

- Do not use paper that has already been run through the MFP.
- Print a few more pages to see if the problem corrects itself.
- Turn over the stack of paper in the tray. Also, try rotating the paper 180°.
- At the MFP control panel, use the PRINT QUALITY menu to decrease the toner density setting (see [Print quality submenu](#)).
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- Replace the print cartridge.

Toner smear

Also see [Loose toner](#).

- Print a few more pages to see if the problem corrects itself.
- Try using a different type of paper.
- Make sure that the environmental specifications for the MFP are being met.
- Clean the inside of the MFP and run a manual cleaning page to clean the fuser (see [Cleaning the MFP](#) and [Using the MFP cleaning page](#)).
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See [Parts and accessories](#), or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)
- Replace the print cartridge.

Loose toner

Loose toner, in this context, is defined as toner that can be rubbed off the page.

- Make sure that the fuser levers are down.
- If paper is heavy or rough, try using a high fuser mode so that toner fuses more completely onto the paper. At the control panel, use FUSER MODES menu in the PRINT QUALITY submenu (see [Print quality submenu](#)).
- If you have observed a rougher texture on one side of your paper, try printing on the smoother side.
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- Make sure that paper type and quality meet HP specifications (see [Specifications](#)).
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See [Parts and accessories](#), or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Repeating defects

- Print a few more pages to see if the problem corrects itself.
- If the distance between defects is 38 mm (1.5 inches) or 94 mm (3.8 inches), the print cartridge might need to be replaced.
- Clean the inside of the MFP and run a manual cleaning page to clean the fuser (see [Cleaning the MFP](#) and [Using the MFP cleaning page](#)).
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See [Parts and accessories](#), or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Misformed characters

- Print a few more pages to see if the problem corrects itself.
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- Maintenance might be due. Check this by printing a copy of the supplies status page (see [Supplies status page](#)). If maintenance is due, order and install the printer maintenance kit. (See [Parts and accessories](#), or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.)

Page skew

- Print a few more pages to see if the problem corrects itself.
- Verify that there are no torn pieces of media inside the MFP.
- Make sure that the media is loaded correctly, all adjustments have been made, and the paper is under the corner tabs (see [Orienting media](#)).
- Turn over the stack of media in the tray. Also, try rotating the media 180°.
- Make sure that paper type and quality meet HP specifications (see [Specifications](#)).
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).

Curl or wave

- Turn over the stack of media in the tray. Also, try rotating the media 180°.
- Make sure that paper type and quality meet HP specifications (see [Specifications](#)).
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- Try printing to a different output bin.
- If media is lightweight and smooth, try using a low fuser mode to reduce the heat in the fusing process. At the control panel, use FUSER MODEs menu on the PRINT QUALITY submenu to do this (see [Print quality submenu](#)).

Wrinkles or creases

- Print a few more pages to see if the problem corrects itself.
- Make sure that the environmental specifications for the MFP are being met (see [Environmental specifications](#)).
- Turn over the stack of media in the tray. Also, try rotating the media 180°.
- Make sure that the media is loaded correctly, all adjustments have been made, and the media is under the corner tabs (see [Orienting media](#)).
- Make sure that paper type and quality meet HP specifications (see [Specifications](#)).
- If envelopes are creasing, try storing envelopes so that they lie flat.

Preventing wrinkles on envelopes

If envelopes are wrinkled when printed, first ensure that you are using supported types of envelopes. Then, use the following procedure to move the fuser levers to the higher position while printing the envelopes.

To prevent wrinkles on envelopes

See [Printing on envelopes](#) for more information.

Detecting MFP problems

Troubleshooting checklist

- Ensure that all of the sheets in the document that is loaded into the ADF are of the same size and that the document does not exceed the maximum stack height for the ADF.
- Ensure that media that is loaded into the trays is from a freshly opened ream, is free of defects, and is installed correctly. Ensure that the paper guides are adjusted correctly.
- Verify that the MFP is using a dedicated circuit and is directly plugged into the outlet. (Do not use a power strip or extension cord.)

Note

For more information about the HP output devices, see the *User's Guide* that came with the device.

Determining MFP problems

Situation/Message	Solution
Display is blank, and internal fans are not running.	Make sure that the MFP power is on. Press all the keys to see if one is stuck. Contact your HP-authorized service representative if these steps do not work.
Messages appear on the display.	See Understanding MFP messages .
Paper is jammed in the MFP.	Check for paper jams (see Clearing jams).
MFP display shows the wrong language or displays unfamiliar characters.	Reconfigure the control-panel display language. Touch Menu , then touch Configure Device . Touch System Setup , then touch Language . Touch your language, and then touch OK .
MFP is not working at all.	Plug the power cord firmly into the grounded power receptacle and into the MFP. (Be sure the power source is energized.)
MFP is turned on, but internal fans are not running.	Make sure the line voltage is correct for the MFP power configuration. (See the plate next to the power receptacle on the back of your MFP for voltage requirements.) If you are using a power strip and its voltage is not within specification, plug the MFP directly into the power receptacle.
MFP voltage is not correct.	Make sure line voltage is in the correct range. (See the MFP label next to the power receptacle on the back of the MFP for voltage requirements.)

Situation/Message	Solution
An error occurs during a Digital Send job. Job failed.	The MFP experienced an error while executing the digital sending job. The administrator should check on the status of the SMTP server.
The e-mail gateway could not accept the job because the attachment is too large.	Try using a different file format or sending the document a few pages at a time.
Network connection required for digital sending	The MFP cannot find a network connection. The administrator should check to see if the MFP is connected to the network.

Software, computer, and product interface problems

Situation	Solution
A page fails to print.	Set <code>PRINT PS ERRORS=ON</code> , and then send the job again to print a PS error page. If this does not identify the problem, try turning off <code>Resource Saving</code> and <code>I/O Buffering</code> or try installing more memory (see PCL or PS font list).
A page prints with clipped margins.	If the page margins are clipped, you might have to print the page at 300-dpi resolution or install more memory. Also try turning off <code>Resource Saving</code> and <code>I/O Buffering</code> .
A PS error page prints.	<ul style="list-style-type: none">● Make sure the print job is a PS job.● Check to see whether your program expected you to send a setup or PS header file to the MFP.● Check the MFP setup in your software application to make sure that the MFP is selected.● Check cable connections to ensure that they are secure.● Reduce the complexity of the graphic.● Add available memory by turning on <code>Resource Saving</code>.
A text listing of PS commands prints instead of your PS print job.	The control panel <code>PERSONALITY=AUTO</code> setting might have been confused by a nonstandard PS code. Check the <code>PERSONALITY</code> setting to see if it is set to PS or PCL. If it is set to PCL, set it to <code>PERSONALITY=AUTO</code> . If it is set to AUTO, set it to PS for this print job only. When the job has printed, return the setting to AUTO.
Attempted to use a disk-resident font, but the MFP substituted a different font.	If you are using PCL, print the PCL Font Page, and verify that the font is on the disk. If you are using PS, print the PS Font Page and make sure that the font is on the disk. If the font is not on the disk, use the Device Storage Manager or the Macintosh-based HP LaserJet utility to download the font.
Auto setup did not automatically set up the MFP.	<ul style="list-style-type: none">● Set up the MFP manually by selecting <code>Configure</code>.● Select an alternate PPD (See Communicating by using an optional HP Jetdirect print server).● The PPD might have been renamed. If so, select the renamed PPD (See Communicating by using an optional HP Jetdirect print server).● A network queue might be present.
Blank pages print.	<ul style="list-style-type: none">● Turn the MFP off and then back on.● Make sure the print cartridge is installed properly.
Cannot access Tray 2 or 3, or Tray 4.	Make sure that the tray guides are adjusted correctly for the paper size you are using (see Loading input trays).

Situation	Solution
Computer software problem.	Check that your computer is working correctly by printing from a program you know works, or by printing a plain text file to see if the problem is with your program or with your driver. (For example, <code>C:\dir>LPTn</code> where <code>n</code> is the number of the computer port the MFP is connected to, for example LPT1.) To print the page, you might have to send a form feed command from your computer.
Control-panel settings, such as RESOLUTION or ORIENTATION, do not work or are ignored.	Software commands override control-panel settings (see Using control panel menus for information about how your program works with control panel settings).
Data from a previous print job is still in the MFP buffer.	<ul style="list-style-type: none"> ● Make sure that you are using the correct driver. ● A complex print job might still be processing. ● Make sure the MFP is not paused. Make sure the control panel reads PROCESSING JOB. If the MFP is paused, press START to resume printing. ● Pull out the print cartridge and check for jammed media. Reseat the print cartridge. ● Open Trays 2 and 3. Make sure that the appropriate media is inserted (see Media specifications). Close the trays.
Data is missing, but there are no MFP messages.	<ul style="list-style-type: none"> ● Check your software application to be sure the print file contains no errors. ● Check your cable to make sure it is securely connected to both the MFP and the computer. ● Your parallel cable might be defective. Use a high-quality cable. (See Parts and accessories or go to www.hp.com/support/ij9040mfp or www.hp.com/support/ij9050mfp for an HP cable part number.) ● Check your network connection.
Data light is flashing, but nothing prints.	<ul style="list-style-type: none"> ● Make sure that you are using the correct driver. ● A complex print job might still be processing. ● Make sure the MFP is not paused. Make sure the control panel reads PROCESSING JOB. ● Pull out the print cartridge and check for jammed media. Reseat the print cartridge. ● Open Trays 2 and 3. Make sure that the appropriate media is loaded (see Media specifications). Close the trays.
Driver might not be set up to print on both sides of the paper.	Make sure that the option to print on both sides of the paper is properly configured in the driver.
Duplex printing accessory jams.	Make sure that you are using the supported paper weights and sizes (see Media specifications).
First page takes much longer to print than following pages.	<ul style="list-style-type: none"> ● Make sure that the MFP displays READY. ● Set the SLEEP feature for a longer time period (See Configuration page). If a page takes longer to print due to complex formatting commands, changing the SLEEP setting might not improve print speed. You might want to simplify the page.

Situation	Solution
Garbled pages print, there are overprints, or only a portion of a page prints.	<ul style="list-style-type: none"> ● Make sure that your program is configured for the correct MFP. ● Replace the interface (I/O) cable with a cable you know works to see if the cable is defective. ● Your parallel cable might be defective. Use a high-quality cable. (See Parts and accessories, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for an HP cable part number.) ● Set the PERSONALITY item in the Configuration menu to AUTO (See PERSONALITY=AUTO). The MFP might have been set to PCL, and a PS job was sent to the MFP, or vice versa. ● Data sent to the MFP might be corrupt. Try sending another file to see if it prints.
General repeated stapler-jam problems.	<ul style="list-style-type: none"> ● Check to see that the job to be stapled is less than 5 mm (0.1 inch) thick. ● Stapler might have some trapped staple wires that are obstructing the magazine. Remove loose staples and paper dust from the inside of the stapler (see To clear a staple jam from the stacker/stapler).
Job has incorrect fonts.	<ul style="list-style-type: none"> ● If you are printing an .EPS file, try downloading the fonts contained in the .EPS file to the MFP before printing. Use the HP LaserJet Utility (See Software for Macintosh computers). ● If the document is not printing with New York, Geneva, or Monaco fonts, go into the Page Setup dialog box, and select Options to change the font.
Job is not sent to the appropriate product.	<p>Another product with the same or similar name might have received the print job. Make sure that the MFP name matches the name selected in the Chooser (see Communicating by using an optional HP Jetdirect print server).</p>
Job prints in Courier (the MFP default font) instead of the font you requested.	<ul style="list-style-type: none"> ● The requested typeface is not available in the MFP or is not present on the disk. Use a font download utility to download the required font. ● Fonts downloaded to memory are lost when the MFP is turned off. They are also lost if Resource Saving is not used, and a personality switch is performed to print a PCL job. Disk fonts are not affected by PCL jobs or by turning the MFP off. ● Print a PS Font Page to verify that the font is available. If a disk font appears to be missing, it might be because a software utility was used to delete the font, because the disk was reinitialized, or because the disk drive is not installed correctly. Print a configuration page to verify that the disk drive is installed and is functioning correctly. ● Print a Disk Directory to help identify available fonts.
Job prints on the wrong side of the paper.	<ul style="list-style-type: none"> ● Make sure you have loaded the paper correctly. (See Loading input trays.) ● If you are printing one-sided copies, load paper into Tray 1 with the side to be printed facing up. Load paper in Trays 2, 3, and Tray 4 with the side to be printed facing down. ● If you are printing two-sided copies, load paper in Trays 2, 3, and Tray 4 with the first side to be printed facing up.

Situation	Solution
Job was not duplexed.	<ul style="list-style-type: none"> ● Print a configuration page to ensure that the duplex printing accessory is installed correctly (see Configuration page). ● Make sure the duplex printing accessory has been configured in the driver. ● Make sure that the software is not overriding the driver setting.
Job was not stapled.	<p>Jobs sent to the stapler might not be stapled for one or more of the following reasons:</p> <ul style="list-style-type: none"> ● One-page jobs will not be stapled. ● The stapler is out of staples and <code>AUTO CONTINUE</code> is set to <code>ON</code>. ● The wrong size or type of paper was used for the job. ● More than 50 pages were sent to the stapler, exceeding its capacity. ● The stapler has bent or broken staples in the stapler head. ● A staple jam was recently cleared (up to two sequential jobs might not be stapled). ● The job was sent to a bin other than the stapler bin because the wrong size or type of paper was used for the job. ● The interface cable to the stapler unit might be defective or not connected properly.
Job went to a different location than was expected.	<p>The wrong size or type of paper was used for the job. (See Media specifications.)</p>
Last page did not print and the Data light is on.	<ul style="list-style-type: none"> ● Make sure that you are using the correct driver. ● Complex print job might still be processing. ● MFP might be waiting for the end of a file that did not come with the job. Touch <code>Continue</code> to send it. ● Make sure the MFP is not paused. Make sure the control panel reads <code>PROCESSING JOB</code>. ● Pull out the print cartridge and check for jammed media. Reseat the print cartridge. ● Open Trays 2 and 3. Make sure that the appropriate paper is loaded. (See Media specifications.) Close the trays.
Network or shared printer problems.	<p>Check for network or shared printer problems by connecting your computer directly to the MFP and printing from a program you know works. If you suspect network problems, check with your system administrator or consult the network documentation that came with your network cards.</p>
Tray 4 will not work.	<p>The power cord is not firmly plugged in to both the MFP and the power receptacle. Remove and reconnect the power cord.</p>
The printed page is not going to the correct output location.	<ul style="list-style-type: none"> ● Verify that the correct output bin is selected in the driver. For more information about changing driver settings, see the online help. ● The media does not meet the specifications for the output bin (see Media specifications).

Situation	Solution
Jams and paper-feeding problems occur.	<ul style="list-style-type: none"> ● See To clear jams in Trays 2 and 3 or To clear jams in Tray 4. ● Ensure that the media specifications are within recommended range. (See Media specifications.) ● Make sure the paper guides are adjusted properly and are not skewed. (See Loading input trays.) ● Perform preventive maintenance if requested by the MFP.
MFP does not recognize the duplex printing accessory.	<ul style="list-style-type: none"> ● Print a configuration page to ensure that the duplex printing accessory is installed properly (see Configuration page). ● Turn the MFP off. Remove and reinstall the unit. Turn the MFP on. ● Make sure that the duplex printing accessory has been configured in the driver.
MFP does not recognize the hard disk.	Turn the MFP off and verify that the hard disk is inserted correctly and is securely fastened.
MFP does not recognize Tray 4.	<ul style="list-style-type: none"> ● Make sure you selected Tray 4 in the driver (see Helpful software for increased flexibility). ● Turn the MFP off and then on again. ● Make sure the power cord is plugged into Tray 4. ● If the MFP still does not recognize Tray 4, contact your dealer or authorized HP service provider.
MFP does not recognize stapler.	Check the cable to the stapler. Make sure it is properly connected at both ends.
MFP draws media from the wrong tray.	<ul style="list-style-type: none"> ● Be sure your program is selecting the correct paper size or type. ● Make sure that the driver for your program is correctly installed, configured, and capable of requesting the required paper size and type. ● The size of media requested is not loaded in the tray selected. The MFP draws media from the next default tray that contains the correct size. Load the correct media in the tray and make sure the tray is adjusted correctly. Load the tray with enough media to complete the print job. ● If you selected Tray 2, 3, or Tray 4 and did not turn the MFP off when installing it, the MFP does not recognize it and draws paper from the next default tray source. Turn the MFP off, and then on again, and the MFP will recognize the tray.
MFP interface problems.	Print a configuration page from the control panel to verify that the interface configurations shown on the printout match those on the host computer (see Configuration page).
MFP is off or not connected to an active power source.	Make sure that all power cables are firmly plugged in to both the MFP components and an active power source. Make sure the MFP is on.

Situation	Solution
MFP is ready, but not receiving data (the Data light does not blink).	<ul style="list-style-type: none"> ● Check for loose I/O cable connections at the MFP and computer or network port. ● Try your I/O cable on a system that you know works. ● Check that the correct interface cable was selected and is securely connected to both the MFP and the computer. If the cable is not correctly configured, see the <i>start</i> guide for configuration information. ● If connected to a network, print a Jetdirect configuration page to check for interface or network problems (See Configuration page).
MFP is usually slow to respond.	<ul style="list-style-type: none"> ● MFP speed is highly dependent on how your software application is set up, which driver you are using, and how much traffic is on the network. See the <i>start</i> for configuration information. ● You might need to add more memory (see Installing memory).
MFP port problem.	<p>Check that your computer port is configured and working correctly. One way to check this is to connect another MFP to that port on your computer and print from a program you know works.</p>
MFP prints wrong fonts or formats.	<ul style="list-style-type: none"> ● The font is not present in the MFP and must be downloaded from your program, or the proper font DIMM must be installed. Check your program to make sure the correct driver has been installed and configured. To verify that the font you want is available, print a PS or PCL font list (see Information menu). ● Your software selected a substitute font for one that is not available in the MFP. (See your software program manual for more information about font selection.)
Printing stops in the middle of the job.	<ul style="list-style-type: none"> ● Check the control-panel display for an error message. ● If you are on a network, make sure the computer is correctly configured and that there is not a network problem (see your system administrator). ● Check the line voltage to make sure that it is steady and within MFP specifications. (See Power requirements.) Turn the MFP off and then back on. ● Check the time-out setting in your network application. You might need to increase it. ● If you are trying to copy a file to the MFP from the DOS prompt, use the copy command <code>COPY [filename] LPTn /B</code> printer port, such as LPT1 (where n is the port number). <p>Note To output the page, you might have to send a form feed command from the computer.</p>
PS print job will not print from a Macintosh computer.	<p>Check the configuration in the PostScript tab of Windows. Check that Protocol is set to AppleTalk and that Binary Data is not selected.</p>
Software is selecting the wrong port.	<p>Check your operating system port settings to be sure the print job is being sent to the correct port (for example, LPT1).</p>

Situation	Solution
The Macintosh computer is not communicating with the MFP.	<ul style="list-style-type: none"> ● Make sure the control panel displays <code>READY</code>. ● Make sure the correct driver is selected in the left half of the Chooser. Then make sure that the required MFP name is selected (highlighted) on the right half of the Chooser. There will be an icon next to the MFP name after the driver has been set up and configured with the PPD. ● If the MFP resides on a network with multiple zones, make sure the correct zone is selected in the AppleTalk Zones box in the Chooser. ● Make sure the correct MFP has been selected in the Chooser by printing a configuration page (see Configuration page). Make sure the name of the MFP displayed on the configuration page matches the MFP in the Chooser. ● Make sure AppleTalk is active. (Select this in the Chooser or in the AppleTalk control panel, whichever is applicable for your OS version.) ● Make sure the computer and MFP are on the same network. From Control Panels in the Apple menu, select the Network (or the AppleTalk) control panel and then choose the correct network (for example, LocalTalk or EtherTalk).
The driver icon does not appear in the Chooser .	<ul style="list-style-type: none"> ● Make sure the Apple LaserWriter 8 Chooser extension resides in the Extensions folder. If it is not present anywhere on your system, you can obtain the driver from your Macintosh OS system software CD, from Apple Computer, Inc., or see the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Communicating by using an optional HP Jetdirect print server

If you purchase an optional HP Jetdirect internal print server, and you cannot communicate with the MFP over the network, check the operation of the print server. Check the Jetdirect configuration page for the message `I/O CARD READY`.

To print a configuration page

- 1 Touch Menu.
- 2 Touch Information.
- 3 Touch Configuration Page.

For troubleshooting information, see the documentation that came with the print server.

Communicating by using the HP Jetdirect embedded print server

The HP LaserJet 9040mfp and the HP LaserJet 9050mfp have an embedded print server. If you cannot communicate with the MFP over the network, check the operation of the embedded print server. Check the embedded Jetdirect configuration page for the message `I/O CARD READY`, and for the correct network configuration settings. See [To print a configuration page](#) for instructions.

Verify that the print server was able to link to the network automatically:

- Check that a link LED on the MFP's LAN (RJ-45) connector is lit, which indicates a successful link. A link failure is indicated when both LEDs are off.
- Check the embedded Jetdirect configuration page for error messages. The message `LOSS OF CARRIER ERROR` indicates a link failure.

For link failures, check all of the network cable connections. In addition, you can try to manually configure the link settings on the embedded print server by using the MFP control-panel menus (`MENU, CONFIGURE DEVICE, I/O, EMBEDDED JETDIRECT MENU, LINK SPEED`).

Note

HP Jetdirect print servers are available for many different network connections, including 802.11 wireless networks.

Checking the MFP configuration

From the control panel, you can print pages that give details about the MFP and its current configuration. The following information pages are described here:

- Menu map
- Configuration page
- Jetdirect page
- Supplies status page
- Usage page
- PCL or PS font list
- File directory page
- Event log

Use the following procedure to print these information pages. Then, see the specific sections below for more information about each page.

To print an information page

- 1 Touch **Menu**.
- 2 Touch **Information**.
- 3 Scroll to the information page you want and touch the appropriate page.

Menu map

To see the current settings for the menus and items available in the control panel, print a control panel menu map:

- 1 Touch **Menu**.
- 2 Touch **Information**.
- 3 Touch **Print Menu Map**.

Many of these values can be overridden from the driver or program. You might want to store the menu map near the MFP for reference.

The content of the menu map varies, depending on the options currently installed in the MFP. For a complete list of control panel items and possible values, see [Control panel menus](#). To change a control panel setting, see [Control panel menus](#).

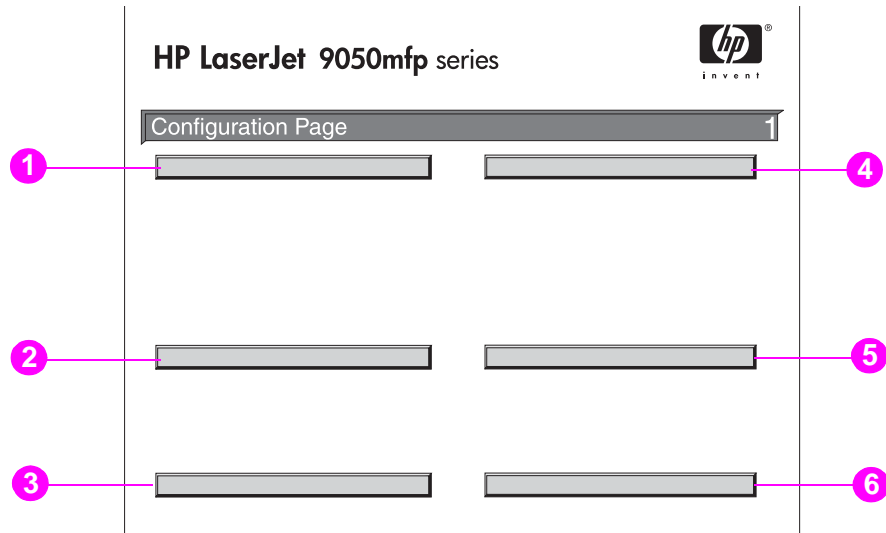
Configuration page

Use the configuration page to view current MFP settings, to help troubleshoot MFP problems, or to verify installation of optional accessories, such as memory (DIMMs), trays, and printer languages.

Note

If an HP Jetdirect print server is installed, an HP Jetdirect configuration page also prints.

The configuration page contains the following information:



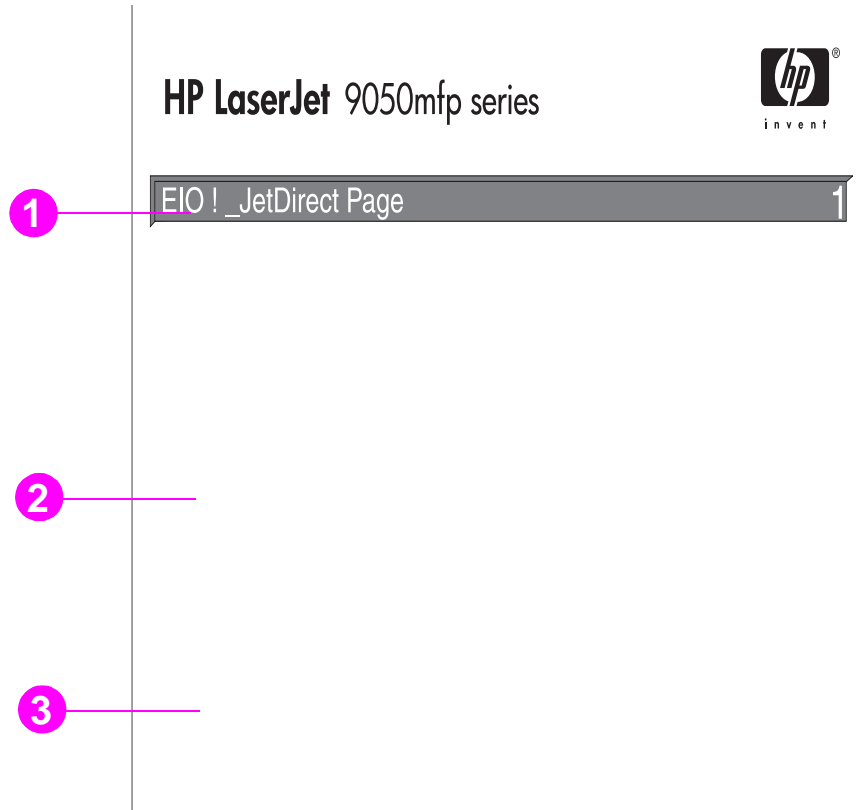
- 1 Device Information** lists the serial number, page counts, and other information for the MFP.
- 2 Event Log** lists the number of entries in the log, the maximum number of entries viewable, and the last three entries. The second page of the event log is the manufacturer page. This page contains information that might assist HP Customer Care representatives in solving possible MFP problems.
- 3 Installed Personalities and Options** lists all MFP languages that are installed (such as PCL and PS), and lists options that are installed in each DIMM slot and EIO slot.
- 4 Memory** lists the MFP memory information, PCL Driver Work Space (DWS), and I/O buffering and Resource Saving information.
- 5 Security** lists the status of the control panel lock, control panel password, and disk drive.
- 6 Paper Trays and Options** lists the size settings for all trays and lists paper-handling accessories that are installed.

Note

Numbers in the sample printout match the numbers in the MFP messages. (See the HP support flyer, or go to www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp. The content of the configuration page varies, depending on the options that are currently installed in the MFP.

Jetdirect page

The second page to be printed under Configuration is the Jetdirect page, which contains the following information:

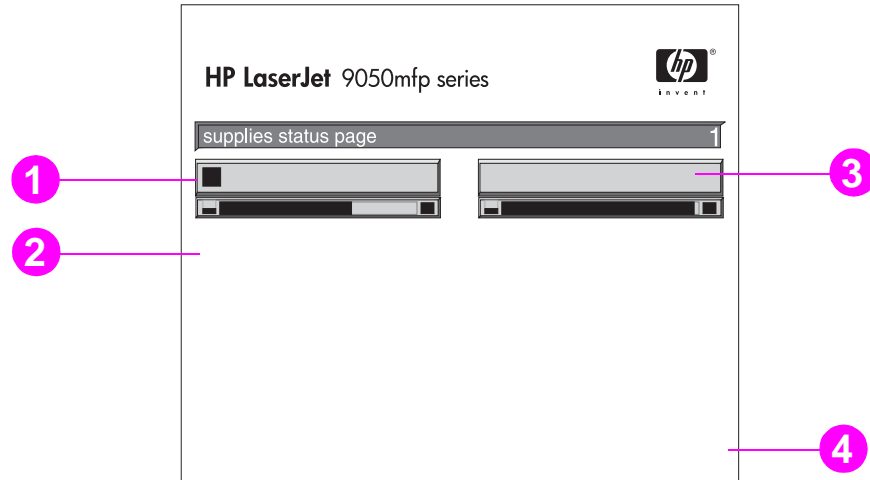


- 1 HP Jetdirect Configuration** indicates the MFP status, model number, hardware firmware version, port select, port configuration, auto negotiation, manufacturing identification, and manufactured date.
- 2 Network Status** indicates the total packets received, unicast packets received, bad packets received, framing errors received, total packets transmitted, unsendable packets, transmit collisions, and transmit late collisions.
- 3 Protocol Information** indicates the status for TCP/IP, IPX/SPX, Novell/NetWare, AppleTalk, and DLC/LLC.

Supplies status page

Use the supplies status page to obtain information about the toner cartridge installed in the MFP, the amount of toner left in the toner cartridge, and the number of pages and jobs that have been processed. The page also lets you know when you should schedule the next preventative maintenance.

The supplies status page contains the following information:

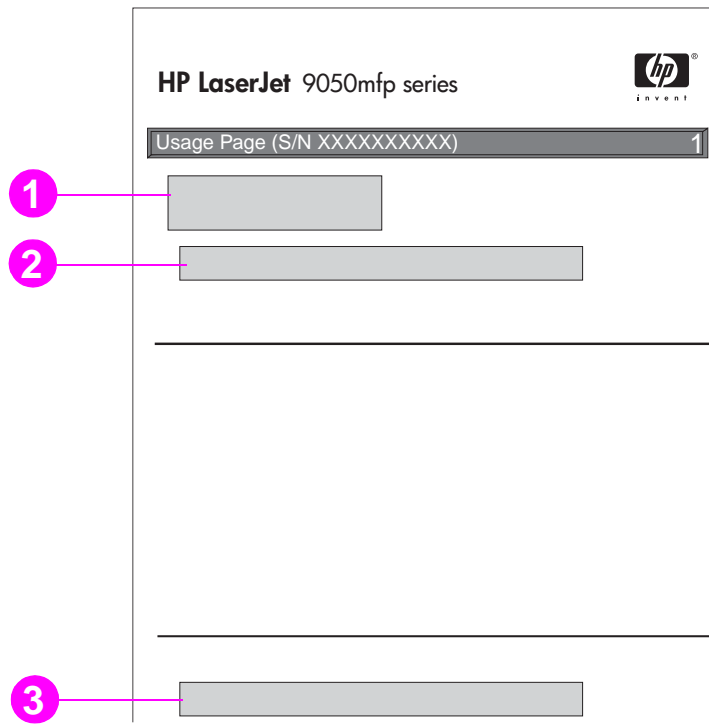


- 1 Cartridge Information** indicates the amount of toner available in the print cartridge, estimated pages remaining for the amount of toner left in the cartridge, total number of pages and jobs processed, print cartridge manufacture date and serial number, and how to recycle HP print cartridges.
- 2 Device Information** lists total MFP page count, preventative maintenance interval, pages until next maintenance should be performed, and serial number of the MFP.
- 3 Other Supplies Information** indicates the percentage of the maintenance kit has been used and the HP part numbers.
- 4 Ordering Information** provides information about how to order supplies.

Usage page

Use the usage page to obtain information about the page sizes and number of pages printed, copied, and sent.

The usage page contains the following information:



- 1 **Product Name and Device name** indicate the series of HP LaserJet MFP in use.
- 2 **Usage Totals** indicates types of pages that have been printed, copied, and scanned; the number of single-sided pages printed, copied and scanned; the number of duplexed pages printed, copied and scanned; and the total number of pages printed, copied and scanned.
- 3 **Coverage** indicates the average amount of toner used on all pages printed.

PCL or PS font list

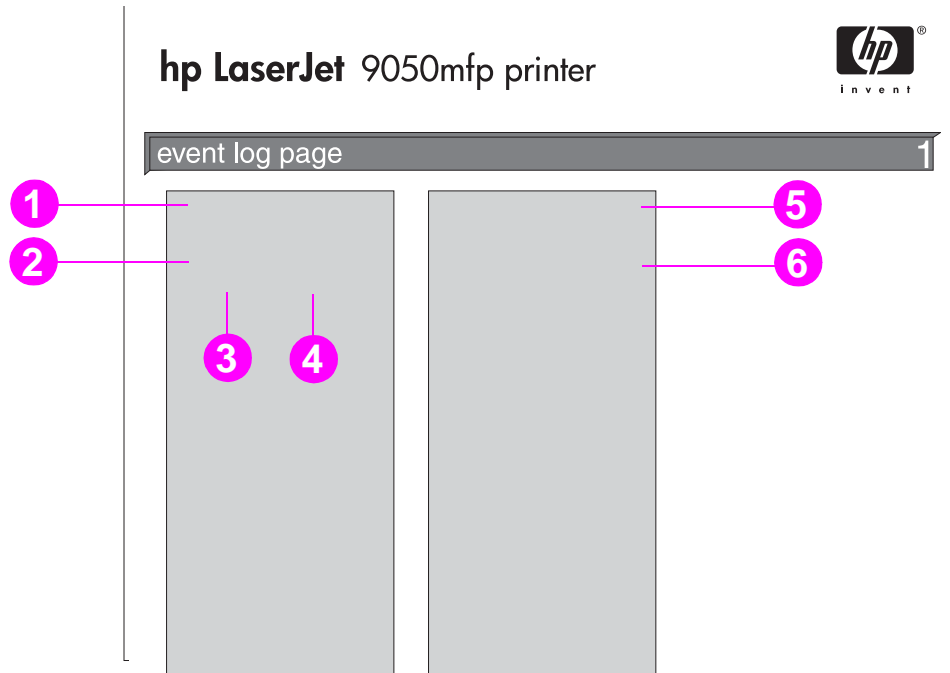
Use the font lists to see which fonts are currently installed in the MFP. (The font lists also show which fonts are resident on a hard disk or flash DIMM.)

The PS font list shows the PS fonts installed, and gives a sample of those fonts. The following describes the information that can be found on the PCL font list:

- **Font** gives the font names and samples.
- **Pitch/Point** indicates the pitch and point size of the font.
- **Escape Sequence** (a PCL 5e programming command) is used to select the designated font. (See the legend at the bottom of the font list page.)
- **Font #** is the number used to select fonts from the control panel (not the software application). Do not confuse the font # with the font ID (see the following information). The number indicates the DIMM slot where the font is stored.
 - SOFT: Downloaded fonts that stay resident in the MFP until other fonts are downloaded to replace them or until the MFP is turned off.
 - INTERNAL: Fonts that permanently reside in the MFP.
- **Font ID** is the number you assign to soft fonts when you download them through software.

Event log page

The first page of the event log contains the following information:



- 1 **Current Page Count** indicates the number of pages printed from the MFP.
- 2 **Number** indicates the order in which the events occurred. The last event to occur has the highest number.
- 3 **Event** indicates the internal event code for each event.
- 4 **Page Count** indicates the number of pages printed from the MFP when the event occurred.
- 5 **Serial Number** indicates the serial number of the MFP.
- 6 **Description or Personality** indicates whether the event occurred due to a problem within a MFP personality or due to a MFP jam.

The second page of the event log is the manufacturing page. This page contains information that might assist HP Customer Care representatives in solving possible MFP problems.

To print an event log

- 1 Touch Menu.
- 2 Scroll to and touch `Diagnos tics`.
- 3 Scroll to and touch `Print Event Log`.

Printing a paper path test

The paper path test can be used to verify that various paper paths are working properly or to troubleshoot problems with tray configuration.

To print a paper path test

- 1 Touch **Menu**.
- 2 Scroll to and touch **Diagnostics**.
- 3 Scroll to and touch **Paper Path Test**.
- 4 Scroll to select the input tray you want to test, the output bin, the duplex printing accessory (if available), and number of copies, touching **OK** after you set the value for each. After selecting the last option, the paper path test automatically starts.

A Specifications

Overview

This section presents some of the product specifications.

- [Paper weight equivalence table](#)
- [Media specifications](#)
- [Environmental specifications](#)

Paper weight equivalence table

Use this table to determine approximate equivalent basis weight in weight specifications other than U.S. bond weight. For example, to determine the equivalent of 20 lb U.S. bond weight paper in U.S. cover weight, locate the bond weight (in row two, first column) and scan across the row to the cover weight (in the third column). The equivalent is 75 g/m² (28 lb).

Note

Shaded areas indicate a standard weight for that grade.

U.S. Bond Weight (lb)	U.S. Text/ Book Weight (lb)	U.S. Cover Weight (lb)	U.S. Bristol Weight (lb)	U.S. Index Weight (lb)	U.S. Tag Weight (lb)	Metric Weight (g/m ²)
17	43	24	29	35	39	64
20	50	28	34	42	46	75
21	54	30	36	44	49	80
22	56	31	38	46	51	81
24	60	33	41	50	55	90
27	68	37	45	55	61	100
28	70	39	49	58	65	105
32	80	44	55	67	74	120
34	86	47	58	71	79	128
36	91	50	62	75	83	135
39	100	55	67	82	91	148
42	107	58	72	87	97	157
43	110	60	74	90	100	163
47	119	65	80	97	108	176
53	134	74	90	110	122	199
58	146	80	98	120	133	216

Printing supplies

Item	Part number	Description or use
Print cartridge	C8543X	average of 30,000 pages at 5% coverage Replacement HP maximum capacity, smart print cartridge.
HP LaserJet Monochrome Transparencies		Specifically engineered for use with HP LaserJet monochrome printers.
Letter (8.5 x 11 inches), 50 sheets/box	92296T	Specifications: 4.3 mil thickness. Two-sided coating.
A4 (210 x 297 mm), 50 sheets/box	92296U	
HP LaserJet Soft Gloss Paper		For use with HP Color LaserJet and HP LaserJet monochrome printers. Coated paper, good for business documents with high impact, such as brochures, sales material, and documents with graphics and photographic images.
Letter (8.5 x 11 inches), 50 sheets/box	C4179A	Specifications: 32 lb. Two-sided satin gloss coating.
A4 (210 x 297 mm), 50 sheets/box	C4179B	
HP Premium Choice LaserJet Paper		For use with HP Color LaserJet and HP LaserJet monochrome printers. A heavy, super-bright paper for high-impact documents such as resumes, brochures, reports, and presentations.
Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPU1132	Specifications: 98 bright, 32 lb.
A4 (210 x 297 mm), 500 sheets/ream, 4-ream carton	CHP410	
Tabloid (11 x 17 inches), 250 sheets/ream, 6-ream carton	HPU1732	
A3 (420 x 297 mm), 500 sheets/ream, 4-ream carton	CHP420	
HP LaserJet Paper		Enhances performance for all HP LaserJet printers. Heavier for letterhead, high-value memos, legal documents, direct mail, and correspondence.
Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPJ1124	Specifications: 96 bright, 24 lb.
Letter (8.5 x 11 inches), 3-hole, 500 sheets/ream, 10-ream carton	HPJ113H	
Legal (8.5 x 14 inches), 500 sheets/ream, 10-ream carton	HPJ1424	
A4 (210 x 297 mm), 500 sheets/ream, 5-ream carton	CHP310	
Tabloid (11 x 17 in), 500 sheets/ream, 5-ream carton	HPJ1724	
HP Printing Paper		For use with laser and inkjet printers. Created especially for small offices and home offices. Heavier and brighter than copier paper.
Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPP1122	Specifications: 92 bright, 22 lb.
A4 (210 x 297 mm), 500 sheets/ream, 5-ream carton	CHP210	
A3 (420 x 297 mm), 500 sheets/ream, 5-ream carton	CHP220	

Printing supplies

Item	Part number	Description or use
HP MultiPurpose Paper Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPM1120	For use with all office equipment (laser and inkjet printers, copiers, and fax machines). Created for businesses that want one paper for all their office needs. Brighter and smoother than other office papers. Specifications: 90 bright, 20 lb.
Letter (8.5 x 11 inches), 500 sheets/ream, 5-ream carton	HPM115R	
Letter (8.5 x 11 inches), 3-hole, 500 sheets/ream, 10-ream carton	HPM113H	
Legal (8.5 x 14 inches), 500 sheets/ ream, 10-ream carton	HPM1420	
Tabloid (11 x 17 inches), 500 sheets/ ream, 5-ream carton	HPM1720	
HP Office Paper Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPC8511	For use with all office equipment (laser and inkjet printers, copiers, and fax machines). Good for standard, high-volume printing. Brighter than standard papers. Specifications: 87 bright, 20 lb.
Letter (8.5 x 11 inches), 3-hole, 500 sheets/ream, 10-ream carton	HPC3HP	
Legal (8.5 x 14 inches), 500 sheets/ream, 10-ream carton	HPC8514	
A4 (210 x 297 mm), 500 sheets/ream, 5-ream carton	CHP110	
Tabloid (11 x 17 inches), 500 sheets/ream, 5-ream carton	HPC1117	
HP Office Recycled Paper Letter (8.5 x 11 inches), 500 sheets/ream, 10-ream carton	HPE1120	For use with all office equipment (laser and inkjet printers, copiers, and fax machines). Good for high-volume printing.
Letter (8.5 x 11 inches), 3-hole, 500 sheets/ream, 10-ream carton	HPE113H	
Legal (8.5 x 14 inches), 500 sheets/ream, 10-ream carton	HPE1420	

Media specifications

HP LaserJet products produce excellent print quality. This MFP accepts a variety of media, such as cut-sheet paper (including recycled paper), envelopes, labels, transparencies, and custom-size paper. Properties such as weight, grain, and moisture content are important factors affecting product performance and output quality.

The MFP can use a variety of paper and other print media in accordance with the guidelines in this manual. Paper that does not meet these guidelines can cause the following problems:

- poor print quality
- increased jams and multiple-sheet feeds
- premature wear on the MFP, requiring repair

For best results, use only HP-brand paper and print media. Hewlett-Packard cannot recommend the use of other brands. Because they are not HP products, HP cannot influence or control their quality.

It is possible for paper to meet all of the guidelines in this manual and still not produce satisfactory results. This might be the result of improper handling, unacceptable temperature and humidity levels, or other variables over which HP has no control.

Before purchasing a large quantity of media, make sure it meets the requirements specified in this guide and in the *Guidelines for Paper and Other Print Media* guide. Always test media before purchasing a large quantity. For more information, see www.hp.com/go/ljpaper.

CAUTION

Using media outside HP specifications might cause problems for the MFP, requiring repair. This repair is not covered by the HP warranty or service agreements.

Supported sizes of paper for input and output

Note

For more information on an HP output device, see the *Installation Guide* that came with the MFP or output devices.

Tray or Bin	Capacity	Paper	Weight
Tray 1	Up to 100 sheets Up to 10 envelopes Maximum stack height for transparencies: 10 mm (0.4 inch)	<ul style="list-style-type: none"> Standard detectable sizes: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, JPostD, 8K, 16K Custom sizes: Minimum: 98 x 191 mm (3.9 x 7.5 inches) Maximum: 312 x 470 mm (12.3 x 18.5 inches) Envelope sizes: Commercial #10, C5, DL, Monarch, B5 <p>Note Print envelopes, transparencies, and labels only from Tray 1.</p>	64 to 216 g/m ² (17 to 58 lb bond) Two-sided printing: 64 to 199 g/m ² (17 to 53 lb bond)
Trays 2 and 3	Up to 500 sheets	<ul style="list-style-type: none"> Standard detectable sizes: Letter, Letter-R, Legal, Executive, ISO A3, ISO A4-R, ISO A5, JIS B4, JIS B5, 11 x 17 Standard undetectable sizes: 8K, 16K, JIS Executive, 8.5 x 13 (215 x 330 mm) Custom sizes: Minimum: 148 x 210 mm (5.8 x 8.2 inches) Maximum: 297 x 431 mm (11.7 x 17 inches) 	64 to 199 g/m ² (17 to 53 lb bond)
Tray 4	Up to 2000 sheets	<ul style="list-style-type: none"> Standard sizes: Letter, Legal, Executive, ISO A3, ISO A4, 11 x 17, JIS B4, JIS B5 Custom sizes: Minimum: 182 x 210 mm (7.2 x 8.3 inches) Maximum: 297 x 431 mm (11.7 x 17 inches) 	64 to 199 g/m ² (17 to 53 lb bond)
Automatic document feeder	Up to 100 sheets	<ul style="list-style-type: none"> Standard sizes: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, JPostD, Monarch, 8K, 16K Custom sizes Custom types: Transparencies 	64 to 199 g/m ² (17 to 53 lb bond)

Tray or Bin	Capacity	Paper	Weight
Upper bin	Up to 125 sheets	<ul style="list-style-type: none"> Standard sizes: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, JPostD, Monarch, 8K, 16K Custom sizes Custom types: Envelopes, labels 	64 to 216 g/m ² (17 to 58 lb bond)
Duplex printing accessory		<ul style="list-style-type: none"> Standard sizes: Letter, Letter-R, Legal, Executive, ISO A3, ISO A4, ISO A4-R, 11 x 17, JIS B4, JIS B5 Standard undetectable sizes: 8K, 16K Custom sizes Custom types: Duplexing is <i>not</i> supported for envelopes, labels, or transparencies 	64 to 199 g/m ² (17 to 53 lb bond)
3000-sheet stacker	Up to 3,000 sheets of letter- or A4-size paper Up to 1,500 sheets of A3 or 11 x 17	<ul style="list-style-type: none"> Standard sizes for lower bin: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, 8K, 16K Standard sizes for upper bin: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, JPostD, Monarch, 8K, 16K Custom sizes Custom types: Envelopes, labels, transparencies, heavy paper 	<ul style="list-style-type: none"> 64 to 199 g/m² (17 to 53 lb bond) in lower bin 64 to 216 g/m² (17 to 58 lb bond) in upper bin
3000-sheet stacker/stapler	Up to 3,000 sheets of letter- or A4-size paper Up to 1,500 sheets of A3 or 11 x 17 Up to 50 sheets stapled	<ul style="list-style-type: none"> Standard sizes for lower bin: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, 8K, 16K Standard sizes for upper bin: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, 11 x 17, JIS B5, JIS B4, JPostD, Monarch, 8K, 16K Custom sizes Custom types: Envelopes, labels, transparencies, heavy paper 	<ul style="list-style-type: none"> 64 to 199 g/m² (17 to 53 lb bond) in lower bin 64 to 216 g/m² (17 to 58 lb bond) in upper bin

Tray or Bin	Capacity	Paper	Weight
Multifunction finisher	<p>Up to 1,000 sheets of stacked 75 g/m² (20 lb bond) for Letter and A4 (up to 50 sheets stapled), and 500 sheets stacked of 75 g/m² (20 lb bond) for A3 and 11 x 17 (up to 25 sheets stapled)</p> <p>Up to 40 booklets of 5 sheets stacked or 20 booklets of 10 sheets stacked</p>	<ul style="list-style-type: none"> Standard sizes: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, JIS B4, JIS B5, 11 x 17 Custom sizes: Minimum: 98 x 191 mm (3.9 x 7.5 inches) Maximum: 312 x 470 mm (12.3 x 18.5 inches) Custom types: Envelopes, labels, transparencies, heavy paper 	<ul style="list-style-type: none"> 64 to 199 g/m² (17 to 53 lb bond) in lower booklet bin 64 to 216 g/m² (17 to 58 lb bond) in upper bin
8-bin mailbox	Up to 250 sheets of A4- and letter-size paper per output bin	<ul style="list-style-type: none"> Standard sizes for upper bin: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, JIS B4, JIS B5, 11 x 17 Custom sizes: Minimum: 98 x 170 mm (3.9 x 6.7 inches) Maximum: 305 x 470 mm (12 x 18.5 inches) Standard sizes for 8 mailbox bins: Letter, Legal, Executive, ISO A3, ISO A4, ISO A5, JIS B4, JIS B5, 11 x 17 Custom sizes: Minimum: 148 x 210 mm (5.8 x 8.3 inches) Maximum: 297 x 432 mm (11.7 x 17 inches) 	<ul style="list-style-type: none"> 60 to 135 g/m² (16 to 36 lb bond) in 8 mailbox bins 60 to 216 g/m² (16 to 58 lb bond) in upper bin

Supported types of paper

Use settings on the MFP control panel to select the following types of paper and other print media.

- Plain
- Pre-printed
- Letterhead
- Transparency (see [Transparencies](#))
- Prepunched
- Labels (see [Labels](#))
- Bond
- Recycled
- Color
- Card stock > 163 g/m² (see [Card stock and heavy paper](#))
- Rough 90-105 g/m²
- Envelope (for Tray 1 only; see [Envelopes](#))

Guidelines for using paper

For best results, use conventional 75 g/m² (20 lb bond) paper. Make sure the paper is of good quality, and free of cuts, nicks, tears, spots, loose particles, dust, wrinkles, voids, and curled or bent edges.

If you are unsure what type of paper you are loading (such as bond or recycled), check the label on the package of paper.

Some paper causes print quality problems, jamming, or damage to the MFP. Do not use letterhead paper that is printed with low-temperature inks, such as those used in some types of thermography, and do not use raised letterhead. Coated papers and some transparencies can wrap around the fuser roller and possibly cause jams.

The MFP uses heat and pressure to fuse toner to the paper. Make sure that any colored paper or preprinted forms use inks that are compatible with the MFP fusing temperature (200°C or 392°F for 0.1 second).

Resolving issues with paper and other print media

Use this section to resolve common problems with paper and other print media.

Symptom	Problem	Solution
Poor print quality or toner adhesion, problems with feeding	Too moist, too rough, too smooth, or embossed; faulty paper lot	Try another kind of paper, between 100 to 250 Sheffield, 4 to 6% moisture content.
Dropouts, jamming, curl	Stored improperly	Store paper flat in its moisture-proof wrapping.
Increased gray background shading	Too heavy	<ul style="list-style-type: none">● Use a lighter-weight paper.● Use the upper bin.
Excessive curl Problems with feeding	Too moist, wrong grain direction or short-grain construction	<ul style="list-style-type: none">● Use the upper bin.● Use long-grain paper.

Symptom	Problem	Solution
Jamming, damage to MFP	Cutouts or perforations	Use paper that is free of cutouts or perforations.
Problems with feeding	Ragged edges	Use supported types of media.
Multisheet feeding	Paper sticking together	Remove paper, fan it, and then reload it.

Labels

To avoid damaging the MFP, use only labels recommended for use in monochrome laser printers. Never print on the same sheet of labels more than once.

CAUTION

Do not print on both sides of labels, transparencies, envelopes, custom paper, or paper heavier than 216 g/m² (58 lb bond). Damage to the MFP and jams might result.

Label construction

When selecting labels, consider the quality of each component:

- Adhesives: The adhesive material should be stable at 200°C (392°F), the maximum fusing temperature of the MFP.
- Arrangement: Only use full-sheet labels. Labels can peel off sheets with spaces between the labels, causing serious jams.
- Curl: Prior to printing, labels must lie flat with no more than 13 mm (0.5 inch) of curl in any direction.
- Condition: Do not use labels with wrinkles, bubbles, or other indications of separation.

Transparencies

CAUTION

Transparencies used in the MFP must be able to withstand 200°C (392°F), the maximum fusing temperature of the MFP. To avoid damaging the MFP, use only transparencies recommended for use in monochrome laser printers.

Do not print on both sides of labels, transparencies, envelopes, custom paper, or paper heavier than 216 g/m² (58 lb bond). Damage to the MFP and jamming might result.

If you have problems printing transparencies, use Tray 1 and send them to the upper bin.

Envelopes

Note

To print envelopes, use Tray 1 and print them to the upper bin.

Envelope construction

Envelope construction is critical. Envelope fold lines can vary considerably, not only between manufacturers, but also within a box from the same manufacturer. Successful printing on envelopes depends upon the quality of the envelopes. When selecting envelopes, consider the following components:

- Weight: See [Media specifications](#) for supported envelope weight.
- Construction: Prior to printing, envelopes should lie flat with less than 6 mm (0.3 inch) curl and should not contain air. (Envelopes that trap air can cause problems.)
- Condition: Make sure envelopes are not wrinkled, nicked, or otherwise damaged.
- Sizes in Tray 1: See [Supported sizes of paper for input and output](#).

Envelopes with adhesive strips or flaps

Envelopes with a peel-off adhesive strip, or with more than one flap that folds over to seal, must use adhesives compatible with the heat and pressure of the MFP. The extra flaps and strips might cause wrinkling, creasing, or jams.

Envelopes with double-side-seams

Double-side-seam construction has vertical seams at both ends of the envelope rather than diagonal seams. This style might be more likely to wrinkle. Make sure the seam extends all the way to the corner of the envelope.

Envelope storage

Proper storage of envelopes helps contribute to good print quality. Envelopes should be stored flat. If air is trapped in an envelope creating an air bubble, then the envelope can wrinkle during printing.

Card stock and heavy paper

For optimum product performance, do not use paper heavier than 216 g/m² (58 lb bond) in Tray 1 or 199 g/m² (53 lb bond) in other trays. Paper that is too heavy might cause misfeeds, stacking problems, jams, poor toner fusing, poor print quality, or excessive mechanical wear.

Card stock construction

- Smoothness: 135 to 216 g/m² (36 to 58 lb bond) card stock should have a smoothness rating of 100 to 180 Sheffield.
- Construction: Card stock should lie flat with less than 5 mm (0.2 inch) of curl.
- Condition: Make sure card stock is not wrinkled, nicked, or otherwise damaged.
- Sizes: See the sizes listed for [Tray 1](#).

Note

Before loading card stock in Tray 1, make sure it is regular in shape and not damaged. Also, make sure the cards are not stuck together.

Environmental specifications

Power consumption

Product model	Power consumption (average, in watts) ^a					
	Printing ^b	Copying ^b	Ready ^c	Sleep 1 ^{d, e}	Sleep 2	Off
HP LaserJet 9050mfp	1130 Watts (50 ppm)	1160 Watts (50 ppm)	305 Watts	221 Watts	59 Watts	0.9 Watts
HP LaserJet 9040mfp	1070 Watts (40 ppm)	1120 Watts (40 ppm)	305 Watts	221 Watts	59 Watts	0.9 Watts

a. Values current as of May 27, 2004. Values subject to change, see www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for current information.

b. Power reported is highest values measured for printing and copying using all standard voltages.

c. Heat dissipation in Ready mode = 1045 BTU/hour (HP LaserJet 9050mfp), 1045 BTU/hour (HP LaserJet 9040mfp).

d. Default time from Ready mode to Sleep 1 = 15 minutes, and to Sleep 2 = 90 minutes (HP LaserJet 9050mfp), 60 minutes (HP LaserJet 9040mfp).

e. Recovery time from Sleep 1 to start of printing = 20 seconds, and from Sleep 2 to start of printing = 145 seconds.

Power requirements

WARNING!

Power requirements are based on the country/region where the printer is sold. Do not convert operating voltages. This may damage the printer and void the product warranty.

	110-Volt models	230-Volt models
		100-127V (+/- 10%) 50/60 Hz (+/- 2 Hz)
Rated short-term current	12 Amps	5.3 Amps

Acoustical specifications

Declared per
ISO 9296^a

HP LaserJet 9050mfp	Sound power level	Printing/copying (49 ppm)	$L_{WA_d} = 7.4$ Bels (A) [74 dB (A)]
		Ready	$L_{WA_d} = 5.7$ Bels (A) [57 dB(A)] or essentially inaudible
	Sound pressure level (Bystander position)	Printing/copying (49 ppm)	$L_{pA_m} = 58$ dB(A)
		Ready	$L_{pA_m} = 39$ dB(A) or essentially inaudible
HP LaserJet 9040mfp	Sound power level	Printing/copying (39 ppm)	$L_{WA_d} = 7.4$ Bels (A) [74 dB(A)]
		Ready	$L_{WA_d} = 5.7$ Bels (A) [57 dB(A)] or essentially inaudible
	Sound pressure level (Bystander position)	Printing/copying (39 ppm)	$L_{pA_m} = 58$ dB(A)
		Ready	$L_{pA_m} = 39$ dB(A) or essentially inaudible

a. Values current as of March 2, 2004. Values subject to change, see www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for current information.

Note

Configuration tested: Base unit printing and scanning continuous with ADF on A4 paper at 49 ppm (HP LaserJet 9050mfp) and 39 ppm (HP LaserJet 9040mfp) with no output device.

Operating environment

Operating temperature	10 to 32.5°C (50 to 91°F)
Relative humidity	10 to 80%
Storage temperature	-40 to 15.6°C (-40 to +60°F)
Storage humidity	15 to 90%
Speed, in pages per minute (ppm)	50 ppm (HP LaserJet 9050mfp) 40 ppm (HP LaserJet 9040mfp)

B Control panel menus

Overview

The control panel menu layout represents an attempt to show the menus used by all end users while protecting the menus used by administrators. End users will typically use the first three menus of the list. Administrators and service technicians will use the other items, which can be protected by a personal identification number (PIN).

You can perform most routine printing tasks from the computer through the driver or software application. This is the most convenient method to control the MFP, and will override the MFP control panel settings. See the help files associated with the software, or for more information about how to gain access to the driver, see [Helpful software for increased flexibility](#). If you cannot access a menu or an item, it is either not an option for the MFP, or your network administrator has locked the function. (The control panel displays the message ACCESS DENIED MENU LOCKED.) See your system administrator.

Note

Driver and software commands override the MFP control-panel settings.

From the control panel, you can print a menu map that shows the layout and current settings of the control panel menu items (see [Menu map](#)).

Additional menu items can appear in the control panel, depending on the options currently installed in the MFP.

This appendix lists all the items and *possible* values for the MFP. (Default values are listed in the “Item” column.)

Note

For more information about the HP output devices, see the *User Guide* that came with the device.

This appendix includes information about the following topics:

- The [Retrieve job menu](#) shows jobs stored on the MFP. Jobs are listed by user and job name. See [Job storage features](#) for information of how to store jobs.
- The [Information menu](#) lists printable menu map and other information pages.
- The [Paper handling menu](#) is used to set the paper type (and size, if it is not detected) for each tray.
- The [Configure device menu](#) allows administrators to set defaults, I/O ports, run diagnostics, and reset the MFP.

The following submenus are available on the Configure device menu:



- [Originals submenu](#)
- [Copying submenu](#)
- [Enhancement submenu](#)
- [Sending submenu](#)
- [Printing submenu](#)
- [Print quality submenu](#)
- [System setup submenu](#)

- I/O submenu
- Resets submenu
- The Fax menu is used to set options for sending and receiving faxes.
- The Diagnostics menu provides information about the MFP that administrators and service technicians can use to define settings, view usage information, and troubleshoot problems.
- The Service menu allows service technicians to monitor MFP status and to provide appropriate assistance during a service call.

Retrieve job menu

Note

If no private, stored, quick copy, or proof-and-hold jobs are stored on the MFP hard disk or RAM memory, the message `NO STORED JOBS` is displayed when the menu is selected.

- 1 The user is presented a list of user names.
- 2 The user selects a user name, and is then shown a list of jobs stored for that user.
- 3 The user selects a job name, and can print or delete. If a job requires a PIN to print,  (lock symbol) appears next to the `PRINT` command and a PIN must be provided. If a job requires a PIN to print,  (lock symbol) appears next to the `DELETE` command and a PIN must be provided.
- 4 If the user selects `PRINT`, the MFP prompts the user to specify the number of copies to print (1 to 32,000).

Information menu

To print an information page, scroll to the information page you want and touch `OK`.

Item	Explanation
<code>PRINT MENU MAP</code>	Generates a menu map that shows layout and current settings of the control menu items. The MFP will return to the <code>Ready</code> state when the page is completed.
<code>PRINT CONFIGURATION</code>	Generates a page detailing the current configuration of the MFP. The MFP will return to the online <code>Ready</code> state when the page is completed.
<code>PRINT SUPPLIES STATUS PAGE</code>	Generates a page that shows the number of pages remaining for each supply in the MFP. The MFP will return to the online <code>Ready</code> state when the page is completed.
<code>PRINT USAGE PAGE</code>	Generates a page that contains information that could be used for cost accounting. This item is only available if a hard disk is installed. The MFP will return to the online <code>Ready</code> state when the page is completed.
<code>PRINT FILE DIRECTORY</code>	Generates a directory page containing information for all installed mass storage devices. The MFP will return to the online <code>Ready</code> state when the page is completed.
<code>PRINT PCL FONT LIST</code>	Generates a typeface list of all PCL fonts available on the MFP. The MFP will return to the online <code>Ready</code> state when the page is completed.
<code>PRINT PS FONT LIST</code>	Generates a typeface list of all PS fonts available on the MFP. The MFP will return to the online <code>Ready</code> state when the page is completed.

Paper handling menu

When paper handling settings are correctly configured through the control panel, you can print by choosing the type and size of paper from the driver or software application. For more information, see [Specifying paper to print on](#).

Some items in this menu (such as duplex and manual feed) are accessible from a software application, or from the driver (if the appropriate driver is installed). Driver and software application settings override control panel settings. For more information, see [Using features in the printer driver](#).

Item	Values	Explanation
TRAY <N> SIZE=LETTER	ANY SIZE LETTER LETTER ROTATED LEGAL A4 A4 ROTATED EXECUTIVE EXECUTIVE(JIS) A3 A5 B4(JIS) B5(JIS) 8K 16K 8.5 X 13 11 X 17 CUSTOM ANY CUSTOM	Allows the user to set the paper size for Tray 2, Tray 3, and Tray 4 when the custom switch is in the CUSTOM position. Size is detected if the switch is in the STANDARD position. Substitute the tray number for <N>.
TRAY <N> TYPE=PLAIN	ANY TYPE PLAIN PREPRINTED LETTERHEAD TRANSPARENCY PREPUNCHED LABELS BOND RECYCLED COLOR CARDSTOCK>163 ROUGH 90-105 G/M2 ENVELOPE *	Allows the user to specify the type of media in each tray. Substitute the tray number for <N>. *ENVELOPE appears for Tray 1 only.

Configure device menu

This menu contains all administrative functions.

Originals submenu

Although you can gain access to each item using the touch-screen graphical display, you can also select copying and sending items through the MFP menus.

Item	Values	Explanation
PAPER SIZE=LETTER A4	LETTER 11x17 LEGAL EXECUTIVE A3 A4 A5 B4(JIS) B5(JIS)	Sets the paper size of the original document. The MFP uses the paper sensors to automatically describe the size of the original document. If paper is not detect, the user can select from a list of supported paper sizes.
NUMBER OF SIDES=1	1 2	Indicates whether one side or both sides of the original document are scanned. The MFP prompts the user to turn the page over if 2 is selected and the original is placed on the glass.
ORIENTATION= PORTRAIT	PORTRAIT LANDSCAPE	Indicates whether the orientation of the original is portrait (short edge top) or landscape (long edge top).
CONTENT=MIXED	MIXED PHOTO TEXT	Describes the type of image on the original. Choose photo if the original consists of graphic images, or text if the image consists of text only. Choose mixed if the original contains graphics and text.
DENSITY=4	0-8	Specifies the contrast and brightness of the image. You can choose from nine increments. 0=darkest 8=lightest
HEAVY PAPER=OFF	ON OFF	Indicates if heavy paper is being scanned. If Heavy Paper is set, the scanner will adjust the tension on the paper as it moves through the scanning area. It can impact output quality for papers whose weight is more than 100 g/m ² .

Copying submenu

Item	Values	Explanation
NUMBER OF SIDES=1	1 2	Indicates whether images should be printed on one side or both sides of the copy.
COLLATE=ON	ON OFF	Indicates whether copies should be collated or not collated.
COPIES=1	1-999	Indicates the number of copies made when you press START without selecting the number of copies using the numeric keypad.
STAPLE=NONE	None 1-Edge Corner 2-Edge 3-Edge 6-Edge Opposite Saddle Stitch	If stapling is requested, indicates where the staple is placed and how many staples are placed. If a stacker is attached to the MFP, stapling is not an option. Note Because of paper size, paper orientation, and paper feed direction, you should experiment with staple options to find the results you want.

Enhancement submenu

Item	Values	Explanation
SHARPNESS=2	0-4	Specifies the sharpness setting. 0=minimum sharpness 4=maximum sharpness
BACKGROUND REMOVAL=2	0-8	Controls the amount of background material from the original that is eliminated on the copy. Background removal is useful when you copy both sides and do not want the material on the first side to be visible on the second side of the copy. 0=minimum background removal (more background is visible) 8=maximum background removal (less background is visible)

Sending submenu

Item	Values	Options	Explanation
E-MAIL	SCAN PREFERENCE= COLOR	COLOR BLACK AND WHITE	Determines whether the document is scanned in color or black and white.
	FILE TYPE=PDF	PDF TIFF M-TIFF JPEG	Specifies the file format of the e-mail attachment.
	FILE SIZE= STANDARD	SMALL STANDARD LARGE	Specifies the compression of a file, which determines the file size.
	RESOLUTION= 150DPI	75 DPI 150 DPI 200 DPI 300 DPI	Specifies the resolution of a document or image, a lower dpi will result in a smaller file size, but image quality might be affected.
	ADDRESS VALIDATION= ON	ON OFF	Enables the MFP to check e-mail syntax. Valid e-mail addresses require the "@" sign and a ".".
	FIND SEND GATEWAYS		The MFP searches the network for SMTP and LDAP gateways that the MFP can use to send e-mail.
	SMTP GATEWAY		The IP address of the SMTP server used to send e-mail.
	LDAP GATEWAY		The IP address of the LDAP gateway that the MFP uses to look up e-mail information.
	TEST SEND GATEWAYS		Tests the configured gateways to see if they are functional.
REPLICATE MFP			Copies the send settings from one MFP to another.

Printing submenu

Some items in this menu are available from a software application, or from the driver (if the appropriate driver is installed). Driver and program settings override control-panel settings. For more information, see [Using features in the printer driver](#).

Item	Values	Explanation
COPIES=1	1 to 32,000	<p>Set the default number of copies by selecting any number from 1 to 32,000. Use the numeric keypad to select the number of copies.</p> <p>Note It is best to set the number of copies from the driver or software program. (Driver and software settings override control-panel settings.)</p>
DEFAULT PAPER SIZE= LETTER	LETTER LEGAL A4 EXECUTIVE 11X17 A3 B4(JIS) B5(JIS) CUSTOM A5 LETTER ROTATED STATEMENT 8.5X13 12X18 A4 ROTATED RA3 EXECUTIVE(JIS) DPOSTCARDS(JIS) 8K 16k ENVELOPE #10 ENVELOPE MONARCH ENVELOPE C5 ENVELOPE DL ENVELOPE B5	<p>Set the default image size for paper and envelopes. (The item name will change from paper to envelope as you scroll through the available sizes.)</p>
DEFAULT CUSTOM PAPER SIZE	UNIT OF MEASURE X DIMENSION Y DIMENSION	<p>Allows the user to set a custom paper size for any of the installed trays. Substitute the tray number for <N>. This menu only appears when the selected tray custom switch is in the custom size position. The user selects the X and Y dimensions of the custom paper size using the ruler labels in the trays.</p>
PAPER DESTINATION	UPPER BIN LOWER BIN LOWER BOOKLET BIN BINS 1-8	<p>Allows the user to configure the output paper bin destination. Only installed bins will appear on the menu. The default is the first face-down bin of the output device.</p>
DUPLEX=OFF	OFF ON	<p>Set the value to ON to print on both sides (duplex) or OFF to print on one side (simplex) of a sheet of paper.</p> <p>For more information, see Printing on both sides of paper (duplexing).</p>

Item	Values	Explanation
DUPLEX BINDING=LONG EDGE	LONG EDGE SHORT EDGE	Allows the user to change the binding edge for duplex printing. The menu item is displayed when a duplex printing accessory is installed in the MPF and DUPLEX=ON.
OVERRIDE A4/ LETTER= YES	YES NO	This command is used to print on Letter-size media when an A4 job is sent but no A4-size media is loaded in the MFP (or to print on A4-size media when a Letter job is sent, but no Letter-size media is loaded in the MFP).
MANUAL FEED=OFF	OFF ON	Feed the paper manually from Tray 1, rather than automatically from a tray. When MANUAL FEED=ON and Tray 1 is empty, the MFP goes offline when it receives a print job. It then displays MANUALLY FEED [PAPER SIZE]. For more information, see Manually feeding paper from Tray 1 .
EDGE TO EDGE OVERRIDE=NO	NO YES	Turns the edge-to-edge mode on or off for all print jobs. This mode can be overridden inside a print job by an edge-to-edge PDL variable.
COURIER FONT=REGULAR	REGULAR DARK	Select the version of Courier font to use: REGULAR: The internal Courier font available on the HP LaserJet 4 Series printers. DARK: The internal Courier font available on the HP LaserJet III Series printers. Both fonts are not available at the same time.
WIDE A4=NO	YES NO	The Wide A4 setting changes the number of characters that can be printed on a single line of A4 paper. YES: Up to 80 10-pitch characters can be printed on one line. NO: Up to 78 10-pitch characters can be printed on one line.
PRINT PS ERRORS=OFF	ON OFF	Select ON to print the PS error page when PS errors occur.
PRINT PDF ERRORS=OFF	ON OFF	Select ON to print the PDF error page when PDF errors occur.

PCL submenu

Item	Values	Explanation
FORM LENGTH=60	5 to 128	Sets vertical spacing from 5 to 128 lines for default paper size. Enter the value using the numeric keypad.
ORIENTATION= PORTRAIT	PORTRAIT LANDSCAPE	Allows the user to select default page orientation. Note It is best to set the page orientation from the printer driver or software application. (Driver and software settings override control panel settings.)
FONT SOURCE=INTERNAL	INTERNAL CARD SLOT X	INTERNAL: Internal fonts. CARD SLOT 1, 2, or 3: Fonts stored in one of the three DIMM slots.
FONT NUMBER=0	0-999	The MFP assigns a number to each font and lists them on the PCL Font List (See PCL or PS font list). The font number appears in the Font # column of the printout.
FONT PITCH=10.00	0.44-99.99	Using the numeric keypad, enter a value. This item might not appear, depending on the font selected.
SYMBOL SET=PC-8	Variety of available symbol sets	Select any one of several available symbol sets from the MFP control panel. A symbol set is a unique grouping of all the characters in a font. PC-8 or PC-850 is recommended for line draw characters.
APPEND CR TO LF=NO	YES NO	Select YES to append a carriage return to each line feed encountered in backward-compatible PCL jobs (pure text, no job control). Some environments, such as UNIX, indicate a new line using only the line feed control code. This option allows the user to append the required carriage return to each line feed.
SUPRESS BLANK PAGES=NO	NO YES	When set to YES, form feeds are ignored if the page is blank.

Print quality submenu

Some items in this menu are accessible from a software application, or from the driver (if the appropriate driver is installed). Driver and software settings override control panel settings. For more information, see [Using features in the printer driver](#).

Item	Values	Explanation
SET REGISTRATION	PRINT TEST PAGE SOURCE=TRAY 2 ADJUST TRAY <X>	Shift the margin alignment to center the image on the page from top to bottom, and left to right. You can also align the image on the front, with the image printed on the back.
FUSER MODES	List of paper types	<p>Configure the fuser mode associated with each paper type. The fuser mode can only be changed from this menu option in the control panel.</p> <p>AUTO: Utilizes the optimum mode for that media type. NORMAL: Normal temperature, prints at 50 pages per minute (ppm) (40 ppm for the HP LaserJet 9040mfp). LOW: Low temperature, prints at 50 ppm (40 ppm for the HP LaserJet 9040mfp). HIGH1: Raises the temperature, prints at 50 ppm (40 ppm for the HP LaserJet 9040mfp). HIGH2: Raises the temperature, prints at 32 ppm. SPECIAL: Mode to print at normal speeds with a 40-second delay added to the beginning of the next job. After each 400 pages are printed, the first page of that job is printed at a slower speed in order to clean the fuser. No defects should be noticeable on the printed page. This is not a preferred setting.</p> <p>The default value for each paper type is AUTO. For a complete list of supported paper types, see Media specifications.</p> <p>CAUTION If you change the fuser mode to HIGH1 or HIGH2, be sure to change it back to the default when you are done printing. Setting a paper type to HIGH1 or HIGH2 might shorten the life of some consumables, such as the fuser, and might cause other failures or jams.</p>
RESOLUTION= FASTRES 1200	300 600 FASTRES 1200	<p>Select the resolution from the following values:</p> <p>300: Produces draft print quality at maximum MFP speed. 300 dpi (dots per inch) is recommended for some bitmapped fonts and graphics, and for compatibility with the HP LaserJet III family of printers.</p> <p>600: Produces high print quality at maximum product speed.</p> <p>FASTRES 1200: Produces optimum print quality (comparable to 1200 dpi) at maximum product speed.</p> <p>Note It is best to change the resolution from the driver or software application. (Driver and software settings override control-panel settings.)</p>

Item	Values	Explanation
RET=MEDIUM	OFF LIGHT MEDIUM DARK	Use MFP Resolution Enhancement technology (REt) setting to produce print with smooth angles, curves, and edges. All print resolutions, including FastRes 1200, benefit from REt. Note It is best to change the REt setting from the driver or software application. (Driver and software settings override control-panel settings.)
ECONOMODE	ON OFF	When turned on, the MFP prints with a reduced amount of toner per page; however, the print quality of the page is drastically reduced.
TONER DENSITY=3	1-5	Lighten or darken the print on the page by changing the toner density setting. The settings range from 1 (light) to 5 (dark), but the default setting of 3 usually produces the best results. Note It is best to change the toner density from the driver or software application. (Driver and software settings override control-panel settings.)
SMALL PAPER MODE=NORMAL	NORMAL SLOW	When printing narrow media the part of the fuser rollers that do not make contact with the media swell up and can cause wrinkles.
CREATE CLEANING PAGE	No value to select	Touch OK to print a cleaning page (to clean excess toner from the paper path). In order for the cleaning page to work properly, print the page on copier-grade paper (not bond or rough paper). Follow the instructions on the cleaning page. The progress bar shows how long before the process is complete.

System setup submenu

Items in this menu affect the MFP function. Configure the MFP according to your printing needs.

Item	Values	Explanation
DATE/TIME	DATE DATE FORMAT TIME TIME FORMAT	Sets the start date and time for the MFP. The Real Time Clock is set to Greenwich Mean Time (GMT).
JOB STORAGE LIMIT=32	1-100	Specifies the number of jobs that can be stored on the MFP hard-disk accessory.
JOB HELD TIMEOUT= OFF	OFF 1 HOUR 4 HOURS 1 DAY 1 WEEK	Sets the amount of time that QuickCopy, proof and hold, private, and stored jobs are kept before being automatically deleted from the queue.

Item	Values	Explanation
SHOW ADDRESS=OFF	AUTO OFF	Sets whether or not the MFP IP address will be shown with the Ready message. If this value is "on" the address of the EIO card in slot 1 is shown.
TRAY BEHAVIOR	USE REQUESTED TRAY MANUAL FEED PROMPT PS DEFER MEDIA	Specifies the behavior of the tray by indicating which tray the MFP should print from. USE REQUESTED TRAY sets the tray that the MFP should print from for specified jobs. The values for this menu item are EXCLUSIVELY (default) or FIRST. MANUAL FEED PROMPT determines whether or not the MFP prompts the user when a job does not match a requested configured tray. The values for this menu item are ALWAYS (default) or UNLESS LOADED. PS DEFER MEDIA sets whether the paper-handling model is based on PostScript rules or HP rules. The values for this menu item are ENABLED (default) or DISABLED.
SLEEP DELAY=90 MINUTES	1 MINUTE 15 MINUTES 30 MINUTES 60 MINUTES 90 MINUTES 2 HOURS 4 HOURS	Sets how long the MFP remains idle before it enters Sleep mode: <ul style="list-style-type: none"> Minimizes the amount of power consumed by the MFP when it is idle. Reduces wear on the MFP electronic components (turns off the display backlight). When you send a print job, press a control panel key, open a paper tray, or open the top cover, the MFP automatically exits Sleep mode. <p>Note Sleep turns off the backlight on the display, but the display is still readable.</p>
WAKE TIME SUBMENU	SETTING WAKE TIME	Sets the time that the MFP automatically comes out of Sleep mode. This feature can be set for a different time for each day of the week.
PERSONALITY=AUTO	AUTO PCL PS PDF XHTML MIME	Select the default product language (personality). Possible values are determined by which valid languages are installed in the MFP. Normally you should not change the product language (the default is AUTO). If you change it to a specific product language, the MFP does not automatically switch from one language to another unless specific software commands are sent to the MFP.
CLEARABLE WARNINGS=JOB	ON JOB	Set the amount of time that a clearable warning appears on the printer control panel. ON: Warning messages appear on the control panel until they are cleared. JOB: Warning messages appear on the control panel until the end of the job from which they were generated.

Item	Values	Explanation
AUTO_CONTINUE=ON	ON OFF	<p>Determine how the MFP reacts to errors.</p> <p>ON: If an error prevents printing, the message is displayed, and the MFP goes offline for 10 seconds before returning online.</p> <p>OFF: If an error prevents printing, the message remains on the display, and the MFP does not print until Continue is touched.</p> <p>Note To stop printing when out of staples (when a stapler accessory is installed), set AUTO_CONTINUE=OFF in the control panel <code>System setup</code> menu.</p>
CARTRIDGE_LOW=CONTINUE	CONTINUE STOP	<p>Determine how the MFP functions when toner is low. The CARTRIDGE_LOW message first appears when approximately two weeks of typical printing remain in the cartridge. This allows you sufficient time to order a new print cartridge.</p> <p>CONTINUE: The MFP continues to print while the CARTRIDGE_LOW message is displayed.</p> <p>STOP: The MFP goes offline and wait for further action.</p> <p>For more information, see Managing the print cartridge.</p>
CARTRIDGE_OUT=CONTINUE	STOP CONTINUE	<p>Determine how the MFP behaves when toner is out.</p> <p>CONTINUE: The MFP displays REPLACE_CARTRIDGE until the cartridge is replaced. The MFP continues to print.</p> <p>STOP: The MFP goes offline and waits until the cartridge is replaced.</p>
JAM_RECOVERY=AUTO	AUTO ON OFF	<p>Determine how the MFP functions when a jam occurs.</p> <p>AUTO: The MFP automatically selects the best mode for MFP jam recovery (usually ON). This is the default setting.</p> <p>ON: The MFP automatically reprints pages after a jam is cleared.</p> <p>OFF: The MFP does not reprint pages following a jam. Printing performance might be increased with this setting.</p>
LANGUAGE=ENGLISH	List of available languages	Sets the language of the control panel.

I/O submenu

Items in the **I/O** (input/output) menu affect the communication between the MFP and the computer.

Item	Values	Explanation
I/O TIMEOUT=15	5-300	Use this to select the I/O timeout period in seconds. (I/O timeout refers to the time, measured in seconds, that the MFP waits before ending a print job.) This setting allows you to adjust timeout for best performance. If data from other ports appear in the middle of your print job, increase the timeout value.

Parallel input submenu

Item	Values	Explanation
HIGH SPEED=YES	YES NO	Accepts faster parallel communications used for connections with newer computers.
ADVANCED FUNCTIONS=ON	ON OFF	Turn the bidirectional parallel communication on or off. The default is set for a bidirectional parallel port (IEEE-1284). This setting allows the MFP to send status readback messages to the computer. (Turning the parallel advanced functions on might slow language switching.)

EIO X Jetdirect submenu

The EIO (enhanced input/output) submenu appears only when an EIO device is installed in an EIO slot on the MFP (such as an HP Jetdirect print server). The items in the menu depend on the particular accessory product installed. If the MFP contains an HP Jetdirect print server EIO card, you can configure basic networking parameters using the EIO menu. These and other parameters can also be configured through HP Web Jetadmin or other network configuration tools (such as by using Telnet or browsing the embedded Web server).

For more information about the EIO submenu, see the documentation that came with the EIO Jetdirect card.

Embedded Jetdirect submenu

Item	Options	Values	Explanation
TCP/IP	ENABLE	ON	Enable the TCP/IP protocol.
		OFF	Disable the TCP/IP protocol.
	HOST NAME		An alphanumeric string, up to 32 characters, used to identify the device. This name is listed on the Jetdirect configuration page. The default host name is NPIxxxxxx, where xxxxxx is the last six digits of the LAN hardware (MAC) address.
	CONFIG METHOD	BOOTP	Use BootP (Bootstrap Protocol) for automatic configuration from a BootP server.
		DHCP	Use DHCP (Dynamic Host Configuration Protocol) for automatic configuration from a DHCP server.
		AUTO IP	Use automatic link-local IP addressing. An address in the form 169.254.x.x will be automatically assigned.
		MANUAL	Use the MANUAL SETTINGS menu to configure TCP/IP parameters.
	MANUAL SETTINGS	IP ADDRESS	The unique IP address of the MFP.
		SUBNET MASK	The subnet mask for the MFP.
		SYSLOG SERVER	The IP address of the syslog server used to receive and log syslog messages.
DEFAULT GATEWAY		The IP address of the gateway or router used for communications with other networks.	
	IDLE TIMEOUT	The time period, in seconds, after which an idle TCP print data connection is closed (default is 270 seconds).	

Item	Options	Values	Explanation
TCP/IP	DEFAULT IP	AUTO IP	A link-local IP address 169.254.x.x will be set.
		LEGACY	The address 192.0.0.192 will be set, consistent with older Jetdirect products.
	PRIMARY DNS		Specify the IP address (n.n.n.n) of the Primary Domain Name System (DNS) Server.
	SECONDARY DNS		Specify the IP address (n.n.n.n) of the Secondary Domain Name System (DNS) Server.
	PROXY SERVER		Specifies the proxy server to be used by embedded applications in your MFP. A proxy server is typically used by network clients for Internet access. It caches Web pages, and provides a degree of Internet security, for those clients. To specify a proxy server, enter its IP address or fully-qualified domain name. The name can be up to 64 characters. For some networks, you may need to contact your Independent Service Provider (ISP) for the proxy server address.
	PROXY PORT		Enter the port number used by the proxy server for client support. The port number identifies the port reserved for proxy activity on your network, and can be a value from 0 to 65535.
IPX/SPX	ENABLE	ON	Enable the IPX/SPX protocol.
		OFF	Disable the IPX/SPX protocol.
	FRAME TYPE	AUTO	Selects the frame type setting for your network. AUTO (default) Automatically sets and limits the frame type to the first one detected.
		ENL8023 ENLII ENL8022 ENLSNAP	Frame type selections for Ethernet networks.
APPLETALK	ENABLE	ON OFF	Enable or disable the AppleTalk protocol.
DLC/LLC	ENABLE	ON OFF	Enable or disable the DLC/LLC protocol.

Item	Options	Values	Explanation
LINK SPEED	AUTO		The print server will automatically configure itself to match the network's link speed and communication mode. If it fails, 100TX HALF is set.
	10T HALF		10Mbps, half-duplex operation.
	10T FULL		10Mbps, full-duplex operation.
	100TX HALF		100Mbps, half-duplex operation.
	100TX FULL		100Mbps, full-duplex operation.

Resets submenu

Note

Use this menu with caution. You can lose buffered page data or MFP configuration settings when you select these items. Reset the MFP only under the following circumstances:

- You want to restore the MFP default settings.
- Communication between the MFP and computer has been interrupted.
- You are having problems with a port.

The items in the `Resets` submenu will clear all memory in the MFP, while `RESET` clears only the current job.

Fax menu

This menu will appear only if the optional Fax accessory is installed. For information about the Fax menu, see the *HP Fax User Guide*.

Diagnostics menu

Item	Options	Values	Explanation
PRINT EVENT LOG			Generates a localized LIFO (last in, first out) list of the 50 most recent entries in the error log. The printed event log shows error number, page count, error code, and description or personality.
SHOW EVENT LOG			Allows the user to scroll through the contents of the event log from the control panel, and shows the 50 most recent events.
PAPER PATH TEST	PRINT TEST PAGE		Generates a test page that is useful for testing the paper handling features of the MFP.
	SOURCE	ALL TRAYS TRAY 1 TRAY 2 TRAY <N>	Specifies if paper from all of the trays or from a specific tray is used when the test is performed.
	DESTINATION	ALL BINS STANDARD OUTPUT UPPER LEFT BIN	Specifies which paper paths are tested.
	DUPLEX	ON OFF	Specifies if the duplexer is included when the test is performed.
	COPIES	1 10 50 100 500	Specifies how many sheets of paper from the specified source are sent when the test is performed.
	SENSORS	ON OFF	Specifies if sensor information is displayed as the paper moves through the path or if only the status of the device is displayed during the paper path test.
SCANNER TESTS	LOWER LAMP UPPER LAMP SHUTTER SOLENOID WEIGHT SOLENOID SENSORS ADF OUTPUT MOTOR ADF INPUT MOTOR ADF INPUT REVERSE FLATBED MOTOR		This menu item is used by a service technician to diagnose potential printer problems.

Item	Options	Values	Explanation
CONTROL PANEL	LEDs DISPLAY BUTTONS TOUCHSCREEN		This menu item is used by a service technician to diagnose potential printer problems.

Service menu

The `Service` menu is locked. A service technician must type a PIN to open the menu.

C MFP memory and expansion

Overview

This appendix includes:

- Determining memory requirements
- Installing memory
- Checking memory installation
- Saving resources (permanent resources)
- Web access feature

The MFP has two double data rate (DDR) DIMM slots to provide more MFP memory. DDR DIMMs are available in 16, 32, 64, 128, and 256 MB, for a maximum of 512 MB.

The MFP has two compact flash slots to provide the following features:

- Flash memory cards, available in 16, 32, and 64 MB. Unlike standard MFP memory, compact flash memory can be used to permanently store downloaded items in the MFP, even when the MFP is off. The MFP supports Type 1 and Type 2 compact flash memory.
- To add flash-based memory accessory fonts, macros, and patterns, use the appropriate DDR DIMM.
- To add other flash-based printer languages and MFP options, use the appropriate DDR DIMM.

Note

Single in line memory modules (SIMMs) used on previous HP LaserJet products are not compatible with this MFP.

For ordering information, see [Parts and accessories](#), or go to www.hp.com/support.

Determining memory requirements

The amount of memory you need depends on the types of documents you print. Your MFP can print most text and graphics at 1,200 dpi FastRes without additional memory.

You might want to add more memory to the MFP if you often print complex graphics or PS documents, print two-sided documents (duplex printing), use many downloaded fonts, or print large paper sizes (such as A3, B4, or 11 x 17).

Installing memory

To install DDR memory DIMMs

Use this procedure to install additional memory. Before you begin, print the configuration (touch Menu, touch Information, and then touch Print Configuration) to find out how much memory is installed in the MFP before adding more memory. The table lists the maximum amount of memory allowed for each DIMM slot.

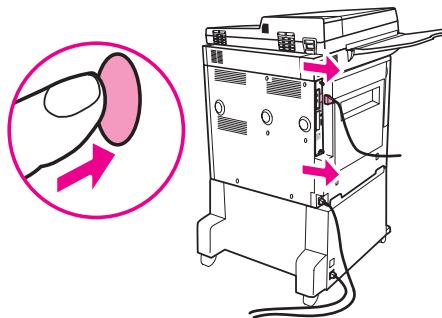
Slot label on the Configuration page	Slot label on the Formatter board	Description
Slot 1	J1	256 MB
Slot 2	J2	Empty
Total		256 MB

CAUTION

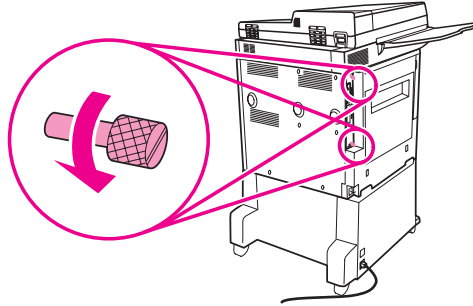
Static electricity can damage DDR DIMMs. When handling DDR DIMMs, either wear an antistatic wrist strap or frequently touch the surface of the DIMM antistatic package, then touch bare metal on the MFP.

To install memory

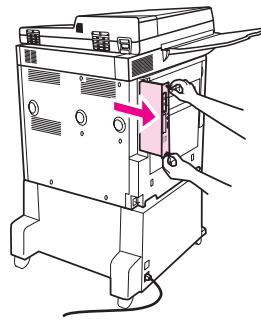
- 1 If you have not already done so, print the configuration to find out how much memory is installed in the MFP before adding more memory.
- 2 Turn the MFP off. Disconnect the power cord and any cables.



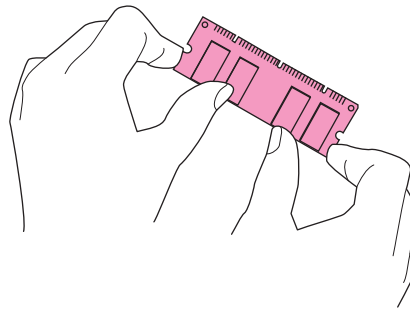
- 3 Loosen the two captive thumb screws on the back of the MFP.



- 4 Grasp the screws and pull the formatter board out of the MFP. Place it on a flat, non-conductive surface.



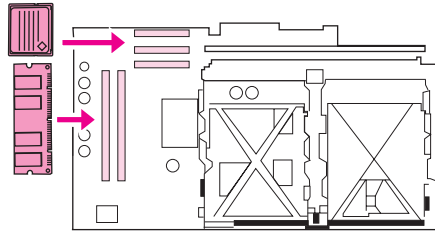
- 5 Remove the DIMM from the antistatic package. Hold the DIMM with fingers against the side edges and thumbs against the back edge. Align the notches on the DIMM with the DIMM slot. (Check that the locks on each side of the DIMM slot are open, or outward.)



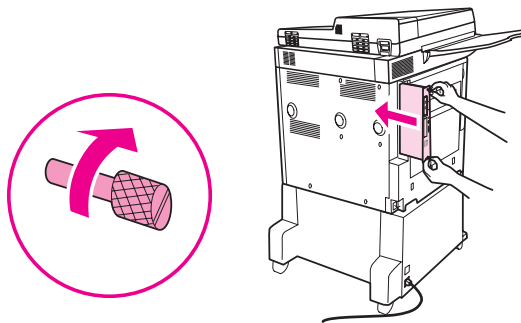
Note

See [Installing memory](#) for the maximum amount of memory for each DIMM slot.

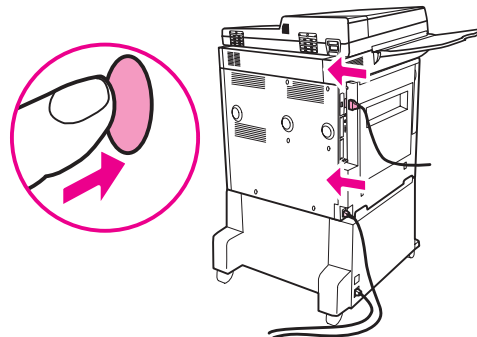
- 6 Press the DIMM straight into the slot (press firmly). Make sure the locks on each side of the DIMM snap inward into place. (To remove a DIMM, the locks must be released.)



- 7 Slide the formatter board back into the MFP and tighten the two screws.



- 8 Plug in the power cord and connect all cables. Turn the MFP on.

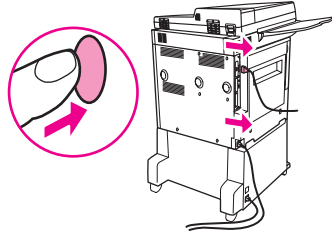


To install a compact flash memory card

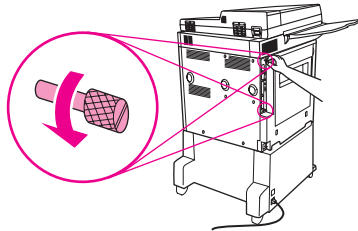
CAUTION

Do not insert a flash memory card that is designed for use with a digital camera into the MFP. The MFP does not support photo printing directly from a flash memory card. If you install a camera-type flash memory card, a message asking if you want to reformat the flash memory card appears on the control-panel display. If you choose to reformat the card, all data on the card will be lost.

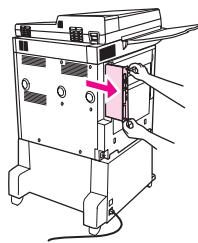
- 1 Turn the MFP off and disconnect all power and interface cables.



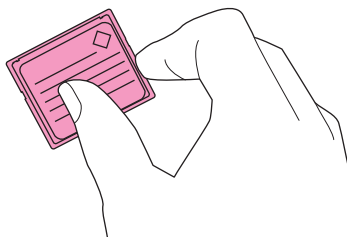
- 2 Loosen the two captive thumb screws on the back of the MFP.



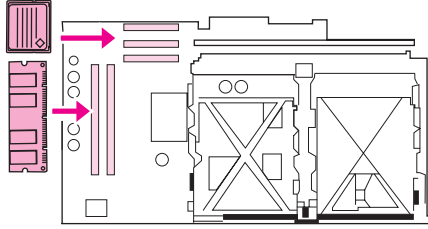
- 3 Grasp the screws and pull the formatter board out of the MFP. Place it on a flat, non-conductive surface.



- 4 Remove the compact flash from the antistatic package. Hold the compact flash with fingers against the side edges and thumbs against the back edge. Align the notches on the compact flash with the compact flash slot.



- 5 Press the compact flash straight into the slot.



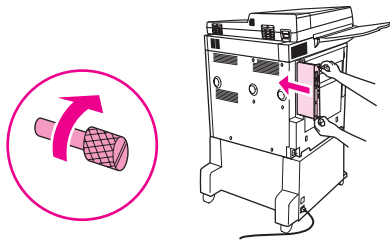
CAUTION

Do not insert the flash memory card at an angle.

Note

The first flash memory slot marked “Firmware Slot” is reserved for firmware only. Slots 2 and 3 should be used for all other solutions.

- 6 Slide the formatter board back into the MFP and tighten the two screws.



- 7 Plug in the power cord and connect all cables. Turn the MFP on.

Checking memory installation

Follow this procedure to verify that DDR DIMMs and flash memory cards are installed correctly:

- 1 Check that the MFP control panel displays `READY` when the MFP is turned on. If an error message appears, a DIMM or flash memory card might have been incorrectly installed.
- 2 Print the configuration page.
- 3 Check the memory section on the configuration page and compare it to the configuration before the DIMM installation. If the amount of memory has not increased, one of the following situations might have occurred:
 - The DIMM might not be installed correctly. Repeat the installation procedure.
 - The DIMM might be defective. Try a new DIMM, or try installing the DIMM in a different slot.

Note

If you installed a printer language (personality), check the Installed Personalities and Options section on the configuration page. This area should list the new printer language.

Saving resources (permanent resources)

Utilities or jobs that you downloaded to the MFP sometimes include resources (for example, fonts, macros, or patterns). Resources that are internally marked as permanent remain in the MFP memory until you turn the MFP off.

If you do not have a flash DIMM for storing downloaded resources, you might want to change the amount of memory allocated to each language when downloading an unusually large number of fonts, or if the MFP is in a shared environment.

The minimum amount of memory that can be allocated to resource saving is 400 KB each for PCL and PS.

Web access feature

Using the Web access feature

The MFP comes equipped with a Web access feature. Use the Web access feature to obtain the following information about the MFP:

- control panel messages
- supplies levels and ordering
- tray configuration
- MFP control panel menu configurations
- MFP configuration page
- product event log
- MFP usage (types of print jobs)
- network configuration and management
- e-mail alerts

You can also use the Web access feature to perform the following print job management functions that would usually be done at the MFP control panel:

- change MFP settings
- change MFP configuration
- cancel print jobs

To gain access to the Web access feature

Note

To use the Web access feature, you must have an IP-based network and a Web browser.

In your Web browser, type the IP address assigned to the MFP. For example, if the MFP IP address is 192.1.2.3, you would type this address:

```
http://192.1.2.3
```

For more information about the Web access feature, see the online *HP Embedded Web Server for HP LaserJet Printers Users Guide* available at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

D Regulatory information

Environmental product stewardship program

Protecting the environment

Hewlett-Packard Company is committed to providing quality products in an environmentally sound manner. This product has been designed with several attributes to minimize impacts on our environment.

Ozone production

This product generates no appreciable ozone gas (O₃).

Power consumption

Power usage drops significantly while in Sleep mode, which saves natural resources and saves money without affecting the high performance of this product. The HP LaserJet 9050mfp qualifies for ENERGY STAR® (Version 1.0), which is a voluntary program to encourage the development of energy-efficient office products.



ENERGY STAR® is a U.S. registered mark. As an ENERGY STAR Partner, Hewlett-Packard Company has determined this product meets ENERGY STAR Guidelines for energy efficiency. For more information, see www.energystar.gov.

Toner consumption

Draft mode uses significantly less toner, which might extend the life of the print cartridge.

Paper use

This product's automatic duplex feature and N-up printing (multiple pages printed on one page) capability can reduce paper usage and the resulting demands on natural resources.

Plastics

Plastic parts over 25 grams are marked according to international standards that enhance the ability to identify plastics for recycling purposes at the end of the product's life.

HP LaserJet printing supplies

In many countries/regions, this product's printing supplies (for example, print cartridge) can be returned to HP through the HP Printing Supplies Returns and Recycling Program. An easy-to-use and free take back program is available in more than 30 countries/regions. Multi-lingual program information and instructions are included in every new HP LaserJet print cartridge and supplies package.

HP printing supplies returns and recycling program information

Since 1992, HP has offered HP LaserJet supplies return and recycling free of charge in 86% of the world market where HP LaserJet supplies are sold. Postage-paid and pre-addressed labels are included within the instruction guide in most HP LaserJet print cartridge boxes. Labels and bulk boxes are also available through the website: www.hp.com/recycle.

More than 10 million HP LaserJet print cartridges were recycled globally in 2002 through the HP Planet Partners supplies recycling program. This record number represents 26 million pounds of print cartridge materials diverted from landfills. Worldwide HP recycled an average of 80% of the print cartridge by weight consisting primarily of plastic and metals. Plastics and metals are used to make new products such as HP products, plastic trays and spools. The remaining materials are disposed of in an environmentally responsible manner.

US returns

For a more environmentally responsible return of used cartridges and supplies, HP encourages the use of bulk returns. Simply bundle two or more cartridges together and use the single, pre-paid, pre-addressed UPS label that is supplied in the package. For more information in the U.S., call 800-340-2445 or visit the HP website at www.hp.com/recycle.

Non-US returns

Non-US customers should call the local HP Sales and Service Office or visit the www.hp.com/recycle website for further information regarding availability of the HP Supplies Returns and Recycling program.

Paper

This product is capable of using recycled papers when the paper meets the guidelines outlined in the Print Media Guide. Go to www.hp.com/support for ordering information. This product is suitable for the use of recycled paper according to EN12281:2002.

Material restrictions

This HP product contains mercury in the fluorescent lamp of the control panel liquid crystal display that might require special handling at end-of-life.

This HP product contains a lithium battery on the formatter board that might require special handling at end-of-life.

For recycling information, you can contact www.hp.com/recycle or contact your local authorities or the Electronics Industries Alliance: www.eiae.org.

Material safety data sheets

Material Safety Data Sheets (MSDS) can be obtained by contacting the HP website at: www.hp.com/go/msds or www.hp.com/hpinfo/community/environment/productinfo/safety.

Extended warranty

HP SupportPack provides coverage for the HP hardware product and all HP-supplied internal components. The hardware maintenance covers a three-year period from date of the HP product purchase. The customer must purchase HP SupportPack within 90 days of the HP product purchase. For more information, contact the HP Customer Care Service and HP Customer Support group. See the HP support flyer for more information.

For more information

To obtain information about the following environmental topics, go to the website(s) shown below:

- Product environmental profile sheet for this and many related HP products
- HP's commitment to the environment
- HP's environmental management system
- HP's end-of-life product return and recycling program
- MSDS

Visit: www.hp.com/go/environment or www.hp.com/hpinfo/community/environment/productinfo/safety.

E Administration tasks

Overview

This section presents some of the system administrator tasks.

- Embedded Web server
- Configuring and verifying an IP address
- Digital sending configuration applet
- Using control panel menus
- Device Storage Manager
- Software for networks
- Diagnostics menu

Embedded Web server

The embedded Web server allows you to display status information, change settings, and manage the product from your computer.

The embedded Web server requires a connection to the network, which is provided through the product HP Jetdirect network card. The following requirements must be met before you can use the embedded Web server:

- a TCP/IP-based network.
- a Web browser installed on your computer, preferably either Netscape Navigator 4.7x or Microsoft Internet Explorer 5.0x or later.

Note

You can gain access to the embedded Web server from any operating system that supports the TCP/IP protocol and a Web browser. Parallel cable connections and IPX-based network product connections are not supported. You cannot view the embedded Web server pages from outside of a firewall.

You can reach the product home page through the embedded Web server by entering the product IP address, or through HP Web Jetadmin.

HP Web Jetadmin is not included in the product installation software, but can be downloaded from the HP Web site at www.hp.com/go/webjetadmin.

In the embedded Web server, you can perform the following tasks:

- set up a support contact and support URLs.
- set up a password to control who can remotely gain access to the networking pages.
- view general network status information, including network statistics stored on the print server.

For more information, see the online *HP Embedded Web Server for HP LaserJet Printers Users Guide*, available at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Checking the toner level by using the embedded Web server

- 1 In your Web browser, type the IP address for the product home page. This takes you to the product status page.
- 2 On the left side of the screen, click **Supplies Status**. This takes you to the supplies status page, which provides toner level information. See [Supplies status page](#) for information about the supplies status page.

Configuring and verifying an IP address

TCP/IP addresses can be assigned and configured on an HP Jetdirect print server using several options:

- HP Web Jetadmin
- Embedded Web server

TCP/IP assignment

The system administrator or primary user is responsible for determining the TCP/IP address for a specific print server. If you are unsure what the TCP/IP address should be or if you are unfamiliar with using TCP/IP on a network, go to the HP Web site at www.hp.com. Click **Search** in the upper left corner of the Web page and search for **TCP/IP Overview**.

Automatic discovery

The product is equipped with an HP Jetdirect embedded print server. If a BootP or DHCP server is available during product installation, the print server is automatically assigned an IP address for use on the network. This occurs because the print server defaults to 192.0.0.192 (Legacy default) or to 159.254.x.x (Auto IP) if the print server cannot obtain an IP address over the network from a BootP or DHCP server. The default that is assigned depends on the particular network (small/private or enterprise) by using sensing algorithms.

To determine the new IP address, print a configuration page and check the TCP/IP status and address.

Dynamic Host Configuration Protocol (DHCP)

When the product is turned on, the HP Jetdirect print server broadcasts DHCP requests. DHCP automatically downloads an IP address from a network server. DHCP servers maintain a fixed set of IP addresses and only loan an IP address to the print server. Consult your operating system documentation to set up DHCP service on your network.

Verifying the TCP/IP configuration

Print a configuration page at the control panel. Check the TCP/IP status and the TCP/IP addresses. If the information is incorrect, check your hardware connections (cables, hubs, routers, or switches) or recheck the validity of the TCP/IP address.

Changing an IP address

Use the following procedures if you need to change the product TCP/IP address.

HP Web Jetadmin

Open HP Web Jetadmin. Type the TCP/IP address in the **Quick Device Search** field and click **Go**. At the top menu bar, follow this procedure for discovery options.

- 1 In the drop-down menu, click **Devices**.
- 2 In the drop-down menu, click **New Devices**. Click **Go**.
- 3 Click the column header of your choice (such as IP Address or Device Model) to arrange the list of available devices in ascending or descending order.
- 4 Highlight the product to configure, and click **Open Device**.
- 5 From the sub-menu at the top of the HP Web Jetadmin screen, click **Configuration**.

- 6 Click the network link located on the left side of the configuration screen.
- 7 Type the new IP information. You might need to scroll down for more options.
- 8 Click **Apply** to save the settings.
- 9 Click the **Refresh** button located next to the question mark on the right side of the screen.
- 10 Verify the IP information by clicking **Status Diagnostics** or by printing a configuration page.

Embedded Web server

The product has an embedded Web server that can be used to modify the TCP/IP parameters. To use the embedded Web server, the HP Jetdirect print server must have an IP address already configured. On a network, this is done automatically during initial product installation.

- 1 In a supported Web browser, type the current IP address of the HP Jetdirect print server as the URL. The **Device Status** page of the embedded Web server appears.
- 2 Click **Networking**. From this page, you can modify the network configuration of the MFP.

Digital sending configuration applet

To gain access to the embedded Web server digital sending configuration applet, follow these steps:

- 1 Open the embedded Web server.
- 2 Click the **Settings** tab.
- 3 Click **Digital Sending**.

Note

You might be prompted to install a plug-in for your Web browser (the plug-in is required to run the applet).

Use the digital sending configuration applet of the embedded Web server to configure e-mail settings for outgoing and incoming mail. This enables you to use “send and receive” capabilities and perform the following tasks:

- enable and disable the digital sending service and establish a maximum file size.
- set the SMTP address for digital sending.
- set an alias to be displayed in the **From** field to replace the full e-mail address.
- set the default **Subject** field.
- use advanced features:
 - establish fixed default **Message Text**.
 - establish default document settings.
- test digital sending settings using the screen **Test** button.
- configure LDAP addressing for digital sending.

LDAP addressing settings

Use the LDAP addressing settings to perform the following tasks:

- establish LDAP parameters to allow access to a centralized network address book.
- enable the **Test** button to verify configuration.

Preferences settings

Use the Preferences settings to perform the following tasks:

- set the following default flatbed scanner settings:
 - default document size.
 - default document type: text, graphics, or both.
 - two-sided page.
- set administrator contact information to allow notification of errors that require your attention.

Note

See www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp for more information.

Finding the IP address of the SMTP and LDAP servers

In order to use the Send to E-mail feature, the MFP must be connected to an IP network, and configured with the IP address or Hostname of a Simple Mail Transfer Protocol (SMTP) server. Optionally, the MFP can be configured to use a V2 or V3 Lightweight Directory Access Protocol (LDAP) address book. When configured to use an LDAP address book, you can more easily address Send to E-mail jobs by typing the recipient's name instead of typing the recipient's full SMTP e-mail address. As you type the recipient's name, the MFP searches the LDAP address book for matching names, and then "autofills" the address field with the closest match. When you select a specific recipient, the MFP uses LDAP to obtain the recipient's full SMTP e-mail address.

Use the following methods to find the IP addresses of the SMTP and LDAP servers.

Using Find Send Gateways

On the touch screen of the graphical display:

- 1 Touch **Menu**.
- 2 Touch **Configure Device**.
- 3 Touch **Sending**.
- 4 Touch **E-mail**.
- 5 Touch **Find Send Gateways**. The product searches your local network to try to determine the IP address of the SMTP gateway and the IP address of the LDAP server. The numbers appear briefly on the control-panel display.
If the SMTP server or LDAP server is outside of your local network, the Find Send Gateways function will probably not be successful. The gateway addresses then appear as all zeros. You will have to find the gateway addresses and type them.

To check or enter gateway addresses manually

- 1 Touch **Menu**.
- 2 Touch **Configure Device**.
- 3 Touch **Sending**.
- 4 Touch **E-mail**.
- 5 Touch **SMTP Gateway**.
- 6 Type the SMTP gateway. The gateway address consists of up to 12 digits that are arrayed as 4 groups of up to 3 digits (for instance, 123.123.123.123). To specify the address, type the first group. Touch **START**. Then type the second, third, and fourth groups, touching **START** after each. Touch **OK**.
- 7 Scroll to and touch **LDAP Gateway**.

- 8 Type the LDAP gateway. Use the same procedure as for the SMTP gateway. After you type the SMTP and the LDAP gateways, test the configuration by running the Send Gateways self-test, and then send an e-mail.

To test the send gateways configuration

- 1 Touch Menu.
- 2 Touch Configure Device.
- 3 Touch Sending.
- 4 Touch E-mail.

Touch Test Send Gateways. If the configuration is correct Gateways OK appears on the control-panel display.

If the first test was successful, send an e-mail to yourself. If you receive the e-mail, you have successfully configured your digital-sending suite. If you do not receive the e-mail, use these actions to resolve issues with the digital-sending software:

- Check the SMTP and LDAP gateway addresses to make sure that you typed them correctly.
- Make sure that your network is operating correctly. Send an e-mail to yourself from your computer. If you receive the e-mail, the network is operational. If you do not receive the e-mail, call your network administrator or Internet Service Provider (ISP).
- Run the DISCOVER.EXE file. This program attempts to find the gateways. You can download the file from the HP Web site at www.hp.com.

For additional product support, contact Hewlett-Packard at the phone numbers that are provided in the support flyer that came with the product. More information is also available at www.hp.com/support/lj9040mfp or www.hp.com/support/lj9050mfp.

Using your e-mail client

Because most e-mail clients also use SMTP to send e-mail and LDAP to address e-mail messages, you might be able to find the hostname of the SMTP gateway and LDAP server by looking at the settings for your e-mail client. For example, in Microsoft Outlook, you can find the hostname by clicking **Tools**, selecting **Services**, highlighting the server, and then clicking **Properties**. In many cases, the SMTP and LDAP servers are contained under one hostname. After you have the hostname, you can find its IP address by using the following procedure:

- 1 At your computer, open the **Command Prompt** (also known as **MS-DOS Prompt**).
- 2 Type `nslookup` followed by the hostname (for example, `nslookup hostname`).
- 3 Press **ENTER**.

When you have found the IP address of the SMTP and LDAP servers, use them to configure digital sending. The embedded Web server, HP Web Jetadmin, or the control panel can be used to do this.

Using control panel menus

For a complete list of control panel items and possible values, see [Control panel menus](#). When additional accessories are installed, new menu items automatically appear.

To print a control panel menu map

- 1 Touch **Menu**.
- 2 Touch **Information**.
- 3 Touch **Print Menu Map**.
- 4 Touch **OK** to exit the menu.

To change a control panel setting

- 1 Touch **Menu**.
- 2 Scroll to the menu you want and touch it to select it. Depending on the menu, you might have to repeat this step to select a submenu.
- 3 Scroll to the item you want and touch it to select it.
- 4 Scroll to the value you want and touch it to select it. An asterisk (*) appears next to the selection in the display, indicating that it is now the default.
- 5 Touch **OK** to exit the menu.

Settings in the driver and software override control panel settings. (Software settings override driver settings.)

Device Storage Manager

The Device Storage Manager should be installed only on the computer of the system administrator. The HP Disk Management Utility allows you to control the hard disk and flash memory features that are not found in the drivers. Bidirectional communication is required.

Note

HP Disk Management Utility is not available for the Macintosh. If you are using a Macintosh, these features are available in the HP LaserJet Utility (version 3.5.1 or later).

Use the HP Disk Management Utility to do the following:

- initialize disk and flash memory
- download to, delete from, and manage fonts on disk and flash memory across networks
- download PostScript Type 1, PostScript Type 42 (TrueType fonts converted to PostScript format), TrueType, and PCL bitmap fonts. (To download Type 1 fonts, Adobe Type Manager must be loaded and running.)

HP Web Jetadmin software

HP Web Jetadmin is a browser-based management tool and should be installed only on the system administrator computer. HP Web Jetadmin is available from the Internet at www.hp.com/go/webjetadmin.

Note

For the latest list of supported host systems, visit HP Customer Care Online at www.hp.com/go/webjetadmin.

When installed on a host server, HP Web Jetadmin can be opened by any client through a supported Web browser (such as Microsoft Internet Explorer 4.x, or Netscape Navigator 4.x or later) by browsing to the HP Web Jetadmin host.

Use HP Web Jetadmin to do the following:

- Install and configure products that are connected to a network with an HP Jetdirect print server.
- Manage and troubleshoot network products from any location.

Checking the toner level by using HP Web Jetadmin

In HP Web Jetadmin, select the MFP. The device status page shows toner-level information.

HP Jetdirect Printer Installer for UNIX®

The HP Jetdirect Printer Installer for UNIX is a simple printer installation utility for HP-UX and Sun Solaris networks. It is available for download at www.hp.com/support/net_printing.

Diagnostics menu

System administrators can use this menu to isolate parts, and to troubleshoot jam and quality issues.

Item	Values	Explanation
PRINT EVENT LOG		Generates a localized LIFO (last in, first out) list of the 50 most recent entries in the error log. The printed event log shows error number, page count, error code, and description or personality.
SHOW EVENT LOG		Allows the system administrator to scroll through the contents of the event log from the control panel, and shows the 50 most recent events.
PAPER PATH TEST		Generates a test page that is useful for testing the paper-handling features of the product.
SCANNER TESTS		Allows the system administrator to perform a variety of tests on the scanner if a problem occurs. The system administrator works in conjunction with a service technician to perform the scanner tests.
CONTROL PANEL		Allows the system administrator to perform tests on the control panel display if a problem occurs. The system administrator works in conjunction with a service technician to perform the control panel display tests.

F Using the HTML Help Viewer

The following topics provide information about navigating and using this HTML Help User Guide. For more information, click one of the following topics:

- [Getting more out of help](#)
- [To find a help topic](#)
- [To create a list of favorite help topics](#)
- [To copy a help topic](#)
- [To print the current help topic](#)
- [To find topics using the toolbar buttons](#)
- [Using the shortcut menu commands](#)

Getting more out of help

Here are some tips on how to find more information when using the HTML Help Viewer:

- To link to another topic, a Web page, a list of other topics, or a program, click the colored, underlined words.
- To view topics that contain related information, click the words, “Related Topics,” which can appear at the end of a topic, and then click the title of the topic you want.
- To see if a word or phrase contained in a topic is in the index, select the word, and then press F1.
- If you are viewing content from the Web in the Topic pane, you can click **Stop** or **Refresh** on the toolbar to interrupt a download or refresh a Web page.
- If you use a particular help topic often, you can add it to your favorites list.
- Right-click the Contents tab or Topic pane for shortcut menu commands

To find a help topic

In the Navigation pane, click one of the following tabs:

- To browse through a table of contents, click the **Contents** tab. The table of contents is an expandable list of important topics.
- To see a list of index entries, click the **Index** tab, and then type a word or scroll through the list. Topics are often indexed under more than one entry.
- To locate every occurrence of a word or phrase that can be contained in a help file, click the **Search** tab, and then type the word.

Note

Click the contents entry, index entry, or search results entry to display the corresponding topic.

To create a list of favorite help topics

- 1 Locate the help topic you want to make a favorite topic.
- 2 Click the **Favorites** tab, and then click **Add**.

Notes

- To return to a favorite topic, click the **Favorites** tab, select the topic, and then click **Display**.
- If you want to rename a topic, select the topic, and then type a new name in the **Current topic** box.
- To remove a favorite topic, select the topic and then click **Remove**.

To copy a help topic

- 1 In the Topic pane, right-click the topic you want to copy, and then click **Select All**.
- 2 Right-click again, and then click **Copy**. This copies the topic to the Clipboard.
- 3 Open the document you want to copy the topic to.
- 4 Position your cursor where you want the information to appear.
- 5 On the **Edit** menu, click **Paste**.

Note

If you want to copy only part of a topic, select the text you want to copy, right-click, and then click **Copy**.

To print the current help topic

Right-click a topic, and then click **Print**.

Note

If you print from the **Contents** tab (by right-clicking an entry, and then clicking **Print**) you will see options to print only the current topic, or the current topic and all subtopics.

To find topics using the toolbar buttons

There are five navigational buttons that can be located on the toolbar in the Help Viewer. You can click these buttons to find help topics:

- **Back** displays the last topic you viewed.
- **Forward** displays the next topic in a previously displayed sequence of topics.
- **Next** displays the next topic listed in the table of contents.
- **Previous** displays the previous topic listed in the table of contents.
- **Home** displays the Home page topic for the help file you are viewing.
- **Refresh** updates Web content that is currently displayed in the Topic pane.
- **Stop** stops downloading file information. Click this button to stop a Web page from downloading.

Note

The toolbar in your Help Viewer can not contain all of these navigational buttons.

Using the shortcut menu commands

There are several commands on the shortcut menu that you can use to display and customize information.

Command	Description
Right-click in the table of contents, and then click Open All .	Opens all books or folders in the table of contents. This command only works if the Contents tab is displayed.
Right-click in the table of contents, and then click Close All .	Closes all books or folders. This command only works if the Contents tab is displayed.
Right-click, and then click Print .	Prints the topic.
Right-click in the table of contents, and then click Customize .	Opens the Customize Information Wizard, which allows you to customize the documentation. If the help file was built with information types, you can use this wizard to select a subset of topics to view. For example, you could choose to see only overview topics.

Note

These commands can be accessed through the keyboard. You can click **SHIFT+F10** to display the shortcut menu, and then click the appropriate shortcut keys. Or, you can enable Mousekeys. Use a Mousekey combination to display the shortcut menu, and then click the appropriate shortcut keys.

G Using accessibility shortcut keys in the Help Viewer

The following topics describe how you can navigate in this user guide.

- [Using F6 to switch between the Navigation and Topic Panes](#)
- [Shortcut keys for the Help Viewer](#)
- [Shortcut keys for the Contents tab](#)
- [Shortcut keys for the Index tab](#)
- [Shortcut keys for the Search tab](#)
- [Shortcut keys for the Favorites tab](#)

Notes

- There are also shortcut menu commands that can be accessed through the keyboard.
- Shortcut keys also work in secondary and pop-up windows.
- Every time you use a shortcut key in the Navigation pane, you lose focus in the Topic pane. To return to the Topic pane, press **F6**.
- The **Match similar words** check box on the **Search** tab will be selected if you used it for your last search.

Using F6 to switch between the Navigation and Topic Panes

You can quickly switch between the Navigation pane and the Topic pane by pressing **F6** on the keyboard.

Shortcut keys for the Help Viewer

To close the Help Viewer.

ALT+F4

To switch between the Help Viewer and other open windows.

ALT+TAB

To display the Options menu.

ALT+O

To change Microsoft Internet Explorer settings. The **Internet Options** dialog box contains accessibility settings. To change these settings click the **General** tab, and then click **Accessibility**.

ALT+O, and then press **I**

To hide or show the Navigation pane.

ALT+O, and then press **T**

To print a topic.

ALT+O, and then press **P**, or right-click in the topic and click **Print**

To move back to the previous topic.

ALT+LEFT ARROW, or **ALT+O**, and then press **B**

To move forward to the next topic (provided you have viewed it just previously).	ALT+RIGHT ARROW , or ALT+O , and then press F
To turn on or off search highlighting.	ALT+O , and then press O
To refresh the topic that appears in the Topic pane (this is useful if you have linked to a Web page).	F5 , or ALT+O , and then press R
To return to the home page (help authors can specify a home page for a help system).	ALT+O , and then press H
To stop the viewer from opening a page (this is also useful if you are linking to the Web and want to stop a page from downloading).	ALT+O , and then press S
To jump to a predetermined topic or Web page. The help author who builds a compiled help (.chm) file can add two links, on the Options menu, to important topics or Web pages. When you select a Jump command you go to one of those topics or Web pages.	ALT+O , and then press 1 or 2
To switch between the Navigation pane and the Topic pane.	F6
To scroll through a topic.	UP ARROW and DOWN ARROW , or PAGE UP and PAGE DOWN
To scroll through all the links in a topic or through all the options on a Navigation pane tab.	TAB

Shortcut keys for the Contents tab

To display the Contents tab.	ALT+C
To open and close a book or folder.	PLUS SIGN (+) and MINUS SIGN (-) , or LEFT ARROW and RIGHT ARROW
To select a topic.	UP ARROW and DOWN ARROW
To display the selected topic.	ENTER

Shortcut keys for the Index tab

To display the Index tab.	ALT+N
To type a keyword to search for.	ALT+W , and then type the word
To select a keyword in the list.	UP ARROW and DOWN ARROW
To display the associated topic.	ALT+D

Shortcut keys for the Search tab

To display the Search tab.	ALT+S
To type a keyword to search for.	ALT+W , and then type the word
To start a search.	ALT+L
To select a topic in the results list.	ALT+T , and then UP ARROW and DOWN ARROW
To display the selected topic.	ALT+D
The following options are only available if full-text search is enabled.	
To search for a keyword in the result list of a prior search.	ALT+U
To search for words similar to the keyword. For example, to find words like “running” and “runs” for the keyword “run.”	ALT+M
To only search through topic titles.	ALT+R

Shortcut keys for the Favorites tab

To display the **Favorites** tab.

To add the currently displayed topic to the Favorites list.

To select a topic in the Favorites list.

To display the selected topic.

To remove the selected topic from the list.

ALT+I

ALT+A

ALT+P, and then UP ARROW and DOWN
ARROW

ALT+D

ALT+R

Index

Numerics

2000-sheet input tray. *See* Tray 4

3000-sheet stacker

bins 54

capacity 9

features 92

jams, clearing 129

ordering 11

paper sizes supported 185

selecting output location 55

staple jams, clearing 135

3000-sheet stacker/stapler

bins 54

capacity 9

error messages 151

jams, clearing 129

loading staples 93

not recognized 167

ordering 11

paper sizes supported 185

selecting output location 55

staple cartridge, ordering 11

staple jams, clearing 135

stapling documents 92

troubleshooting 166

8-bin mailbox

bins 54

capacity 9

features 99

jams, clearing 142

ordering 11

paper sizes supported 186

A

A4 paper

override letter settings 201

Wide A4 settings 201

accessories

locating 13

ordering 11

acoustical specifications 191

address book for digital sending 86, 87

ADF (automatic document feeder)

capacity 9

cleaning the delivery system 111

cleaning the rollers 114

cleaning the top glass strip 112

copying documents 77, 78

digital sending 84

error messages 145

locating 13

misfeeds 114

paper sizes supported 184

adhesive labels

fuser mode 203

loading 52

printing 29, 58

specifications 188

Alerts tab, HP Toolbox 27

alerts, setting up 119

alignment, troubleshooting 160

allocating memory 219

Alternate Letterhead mode 52

anticounterfeit Web site 116

AppleTalk settings 209

Attention light on control panel 42

authenticating print cartridges 116

auto continue settings 206

auto setup, troubleshooting 163

auto-complete function 85

autoconfiguration, driver 14

automatic document feeder (ADF)

capacity 9

cleaning the delivery system 111

cleaning the rollers 114

cleaning the top glass strip 112

copying documents 77, 78

digital sending 84

error messages 145

locating 13

misfeeds 114

paper sizes supported 184

B

back page settings 64

Background Removal 79

background, gray 159, 187

base memory 8

battery disposal 222

bidirectional communication settings 207

bins

capacities 9, 184

full messages 145

included 9

jam locations 122

locating 54

mailbox 54

multifunction finisher 54

paper path test 177

paper sizes supported 185

selecting 55

stacker or stacker/stapler 54

troubleshooting 166

black dots, troubleshooting 118, 158

blank pages

adding 64

settings 202

troubleshooting 163

bleeds, printing 59

booklet bin, multifunction finisher 54

booklets, creating 99

books, copying 77

both sides, printing on

Alternate Letterhead 52

loading paper 48, 49

options 60

prepunched paper 51

settings 200

troubleshooting 164, 166

brightness, copy settings 78

browsers, HP Toolbox requirements 26

buffers

data remaining in, troubleshooting 164

EIO overflow messages 153

scan overflow messages 156

bulk returns, recycling 222

- buttons
 - control panel 42
 - copy-screen 74
 - e-mail screen 82
- C**
- cables, troubleshooting 146, 168
- calibration, trays 62
- Cancel button, copy-screen 74
- canceled jobs 43
- capacity
 - accessories 185
 - bins 9, 184
 - trays 9, 184
- card stock
 - printing 59
 - specifications 189
- cards, EIO
 - buffer overflow messages 153
 - error messages 154, 156
 - included 9
 - ordering 12
 - slots, locating 13
- carriage returns, settings 202
- cartridges, print
 - authenticating 116
 - error messages 146, 149
 - low 206
 - non-HP 116
 - ordering 11
 - part numbers 181
 - recycling 222
 - replacing 118
 - shaking 119
 - storing 116
 - supplies status page 174
 - toner level, checking 117
 - usage information 175
- cartridges, staple
 - jams, clearing from multifunction finisher 138
 - jams, clearing from stapler/stacker 135
 - loading in multifunction finisher 96
 - loading in stacker/stapler 93
 - ordering 11
- characters
 - dropouts, troubleshooting 158
 - misformed, troubleshooting 160
 - symbol sets 202
- Chooser, Macintosh 169
- cleaning
 - ADF delivery system 111
 - ADF glass strip 112
 - ADF rollers 114
 - glass 110
 - MFP 108, 110
 - paper path 108
 - touch-screen 110
- cleaning page, printing 118
- clearable warnings, settings 205
- clipped margins, troubleshooting 163
- clock, setting 204
- clothing, washing toner off 109
- collation features 61
- colored paper, copying 79
- complex pages, troubleshooting 153
- configuration page
 - information on 172
 - Jetdirect 25, 170
 - printing 195
- Configure device menu 197
- contrast, copy settings 78
- control panel
 - blank, troubleshooting 161
 - buttons 42
 - cleaning 110
 - Configure device menu 197
 - copy screen 74
 - Copying submenu 198
 - Diagnostics menu 211, 233
 - EIO Jetdirect menu 207
 - e-mail screen 82
 - Embedded Jetdirect submenu 208
 - Enhancement submenu 198
 - Fax menu 210
 - features 41
 - help 43, 45
 - I/O menu 207
 - Information menu 195
 - information pages 171
 - language 161, 206
 - locating 13
 - maintenance messages, resetting 120
 - menu map, printing 171, 195
 - messages 144
 - Originals submenu 197
 - page orientation, setting 60
 - Paper handling menu 196
 - Parallel input menu 207
 - PCL submenu 202
 - Print quality menu 203
 - Printing menu 200
 - Resets menu 210
 - Retrieve job menu 195
 - screens 44
 - Sending submenu 199
 - Service menu 212
 - settings 193, 231
 - System setup menu 204
 - testing 212
 - Web access feature 220
- copies, number of 200
- Copittrak 102
- Copy Connect card error messages 146, 154
- copying
 - books 77
 - colored paper, Background Removal 79
 - contrast, adjusting 78
 - control-panel screen 74
 - Enhance screen 78
 - features 8, 73
 - Job Mode 78
 - Originals submenu 197
 - selecting output location 80
 - sharpness control 79
 - storing jobs 79
 - using default settings 75
 - using the ADF 77
 - using the glass 77
 - using user-defined settings 75
- Copying submenu 198
- Courier font
 - settings 201
 - troubleshooting 165
- creases, troubleshooting 160
- crop marks, printing 59
- curl, troubleshooting 160, 187

- custom media
 - loading 37, 50
 - loading trays 49
 - printing 59
 - sizes supported 184
 - tray selection 66
 - tray settings 40, 200
- cut-off pages, troubleshooting 165

D

- dark setting, toner density 204
- Data light on control panel
 - flashing, troubleshooting 164
 - locating 42
 - not blinking, troubleshooting 168
 - on, troubleshooting 166
- data missing, troubleshooting 164
- data transmission settings 207
- date, setting 204
- DC controller error messages 155
- default settings
 - copying 75
 - driver, changing 17
 - number of copies 200
 - restoring 43, 210
 - saving 61
- deleting jobs
 - private 68
 - proof and hold 71
 - QuickCopy 70
 - stored 69
- density settings 204
- destinations, troubleshooting 165, 166
- Device Settings button, HP Toolbox 28
- Device Status, viewing in HP Toolbox 27
- Device Storage Manager 231
- DHCP settings 227
- Diagnostics menu 211, 233
- different first page 63
- digital sending
 - address book 86, 87
 - configuration applet 228
 - features 84
 - more information 88
 - network requirements 81
 - Originals submenu 197
 - preferences 229
 - security 105
 - Sending submenu 199
 - software, ordering 12
 - using the glass or ADF 84
- DIMMs
 - error messages 155
 - expansion options 8
 - installing 214
 - ordering 12
 - slots 213
 - verifying installation 219
- directory, file 195
- disk accessory
 - Device Storage Manager 231
 - erasing 103
 - features 10
 - file directory, printing 195
 - job retention 204
 - locking 105
 - not recognized 167
 - ordering 12
- distributing toner 119
- distribution list for digital sending 86

- DLC/LLC settings 209
- doors
 - jam locations 122
 - left, clearing jams 134
 - locating 13
 - messages 147
 - right, clearing jams 123
 - vertical transfer, clearing jams 125
- dots per inch (dpi) 8, 203
- dots, troubleshooting 118, 158
- double-sided printing
 - Alternate Letterhead mode 52
 - loading paper 48, 49
 - options 60
 - prepunched paper 51
 - settings 200
 - troubleshooting 164, 166
- dpi (dots per inch) 8, 203
- draft printing 204
- drivers
 - autoconfiguration 14
 - Chooser, troubleshooting 169
 - features 16
 - help 16
 - HP OpenVMS 16
 - included 15
 - installing on Macintosh 21
 - installing on Windows 19
 - operating systems supported 15
 - overriding control panel settings 193
 - preconfiguration 15
 - saving settings 61
 - settings 17
 - troubleshooting 164
 - Update Now 15
- dropouts, troubleshooting 158
- duplex printing accessory
 - error messages 145, 147, 150
 - jam locations 122
 - jams, clearing 127
 - locating 13
 - not recognized 167
 - paper sizes supported 185
 - troubleshooting 164, 166
- duplexing
 - Alternate Letterhead mode 52
 - loading paper 48, 49
 - options 60
 - prepunched paper 51
 - settings 200
 - troubleshooting 164, 166
- duty cycle 7

E

- EconoMode 204
- edges not printing, troubleshooting 163
- edge-to-edge mode 62, 201
- EIO cards
 - buffer overflow messages 153
 - error messages 154, 156
 - included 9
 - ordering 12
 - slots, locating 13

- EIO disk
 - Device Storage Manager 231
 - erasing 103
 - features 10
 - file directory, printing 195
 - job retention 204
 - locking 105
 - not recognized 167
 - ordering 12
- EIO Jetdirect menu 207
- Electronic Industries Alliance 222
- e-mail
 - address book 86, 87
 - addressing using auto-complete function 85
 - alerts 119
 - body text 88
 - digital sending features 84
 - From field 82
 - gateway error messages 147
 - LDAP error messages 149
 - more information 88
 - screen 82
 - settings 230
 - SMTP error messages 148, 151
- Embedded Jetdirect submenu 208
- embedded print server 25, 170
- embedded Web server 226
 - accessing 25
 - alerts 119
 - digital sending configuration applet 228
 - features 24, 25
 - supplies status, checking 117, 226
 - TCP/IP settings 228
- energy specifications 190
- Energy Star compliance 221
- Enhance copies 78
- Enhancement submenu 198
- enlarging copies 78
- envelopes
 - default image size setting 200
 - loading 52, 55
 - margins 58
 - printing 29, 55
 - sizes supported 184
 - specifications 188
 - storing 189
 - wrinkles, troubleshooting 161
- environment specifications 192
- environmental stewardship 221
- EPS files, troubleshooting 165
- Equitrac 102
- equivalence table for paper 180
- erasing hard disk 103
- error messages
 - alphabetical list 145
 - maintenance, resetting 120
 - numerical list 152
 - settings 205
 - troubleshooting 144
- Ethernet support 9
- event log
 - information on 172, 176
 - printing 176
 - viewing 211
- expansion slots
 - DIMMs supported 213
 - Installed Personalities and Options 172
 - installing DIMMs 214
 - locating 13
- extended warranty 223

- F**
 - factory default settings 43, 210
 - faded print, troubleshooting 158
 - fans, troubleshooting 161
 - Fast Ethernet 10/100TX 9
 - FastRes 8, 203
 - fax card, ordering 12, 89
 - Fax menu 210
 - features
 - copying 8, 73
 - drivers 16
 - product 7
 - software 14
 - feeding modes, trays 65, 66
 - FIH (Foreign Interface Harness) 102
 - file directory, printing 195
 - finisher. *See* multifunction finisher
 - firmware
 - error messages 154
 - updates 10
 - first page
 - different paper for 63
 - speed, specifications 7
 - speed, troubleshooting 164
 - Flash DIMMs, ordering 12
 - flash memory
 - installing 214, 217
 - upgrading 213
 - Font DIMMs, ordering 12
 - fonts
 - included 8
 - lists, printing 175, 195
 - settings 202
 - storing on EIO hard disk 10
 - troubleshooting 163, 165, 168
 - Foreign Interface Harness (FIH) 102
 - form lines, settings 202
 - From field, e-mail messages 82
 - front door
 - jam locations 122
 - locating 13
 - open message 147
 - full-bleed images 59
 - fuser error messages 154
 - fuser levers 56, 58
 - fuser modes 203
 - fuser-area jams, clearing 134
 - fusing compatibility 187

- G**
 - garbled pages, troubleshooting 165
 - gateways
 - e-mail error messages 147
 - finding 229
 - LDAP error messages 149
 - settings 229
 - SMTP error messages 148
 - glass
 - cleaning 110
 - using for copying 77
 - gray background, troubleshooting 159, 187
 - Group button 86

H

- hard disk
 - Device Storage Manager 231
 - erasing 103
 - features 10
 - file directory, printing 195
 - job retention 204
 - locking 105
 - not recognized 167
 - ordering 12
- heavy paper
 - printing 59
 - specifications 189
- help
 - Contents tab 240
 - control panel 43, 45
 - copying topics 236
 - drivers 16
 - e-mail screen 82
 - favorites 236, 241
 - finding topics 235, 236
 - Index tab 240
 - printing topics 236
 - shortcuts 237, 239
- HP Digital Sending software, ordering 12
- HP Driver Preconfiguration 15
- HP FastRes 8
- HP Jetdirect page 173
- HP Jetdirect print servers
 - ordering 12
 - settings 207, 208
 - troubleshooting 25, 170
- HP Jetdirect Printer Installer for UNIX 23
- HP LaserJet Utility 10, 19
- HP media, part numbers 181
- HP OpenVMS drivers 16
- HP Printing Supplies Return and Recycling Programs 222
- HP SupportPack 223
- HP Toolbox
 - Alerts tab 27
 - alerts, setting up 119
 - Device Settings button 28
 - features 24, 26
 - links 28
 - opening 27
 - Status tab 27
 - supplies status 117
 - system requirements 26
- HP Web Jetadmin
 - alerts, configuring 119
 - features 23, 232
 - IP addresses 227
 - supplies status, checking 117
- humidity specifications 192

I

- I/O buffer overflow messages 153
- I/O menu 207
- IBM OS/2 support 14, 16
- image quality
 - cleaning page, printing 118
 - settings 203
 - troubleshooting 157
- image size, setting default 200
- indicator lights, control panel 42
- Information menu 195

- information pages
 - configuration 172
 - event log 176
 - font lists 175
 - Jetdirect 173
 - menu map 171
 - printing 171, 195
 - supplies status 174
 - usage 175
- Installed Personalities and Options 172
- installing
 - flash memory 217
 - Macintosh software 21
 - memory 214
 - network software 20
 - print cartridges 119
 - printer maintenance kit 120
 - Windows software 19
- insufficient memory 149, 153
- interface problems, troubleshooting 167
- IP address
 - configuring 227
 - finding 229
 - showing 205
- IPX/SPX settings 209

J

- jams, paper
 - 8-bin mailbox 142
 - duplex printing accessory 127
 - error messages 152
 - fuser area 134
 - left door 134
 - locations 122
 - multifunction finisher 131
 - preventing 29
 - recovery settings 206
 - right door 123
 - stacker or stacker/stapler 129
 - Tray 1 123
 - Tray 2 or 3 124
 - Tray 4 125
 - troubleshooting repeated 143
- jams, staple
 - multifunction finisher 138
 - stacker/stapler 135
 - troubleshooting frequent 165
- Jetadmin
 - alerts, configuring 119
 - features 23, 232
 - IP addresses 227
 - supplies status, checking 117
- Jetdirect page 173
- Jetdirect print servers
 - ordering 12
 - settings 207, 208
 - troubleshooting 25, 170
- Jetdirect Printer Installer for UNIX 23
- Job Mode, using 78
- Job Name, private jobs 67

- job retention
 - copying 79
 - error messages 152
 - features, accessing 67
 - limit, setting 204
 - private jobs 67
 - proof and hold 71
 - QuickCopy 70
 - Retrieve job menu 195
 - stored jobs 68
 - timeout settings 204
- K**
- keypad on control panel 42, 43
- keys. *See* buttons
- L**
- labels
 - fuser mode 203
 - loading 52
 - printing 29, 58
 - specifications 188
- LAN connector 9
- landscape orientation
 - duplexing options 60
 - setting as default 202
- language, control panel 161, 206
- languages, printer
 - automatic switching 16
 - default, setting 205
 - error messages 146
 - included 8
 - list of installed, printing 172
 - troubleshooting 163
- LaserJet Utility 10, 19
- last page, not printing 166
- Layout, multiple pages per sheet 64
- LDAP
 - addressing settings 228
 - error messages 149
 - servers, finding 229
- LEDs on control panel 42
- left door
 - jam locations 122
 - jams, clearing 134
 - locating 13
 - open message 147
- letter paper, override A4 settings 201
- letterhead
 - Alternate Letterhead mode 52
 - fuser mode 203
 - printing on 58
 - specifications 187
- light print
 - setting, toner density 204
 - troubleshooting 158
- lights on control panel 42
- line feed settings 202
- line spacing, settings 202
- lines, troubleshooting 158
- link speed 210
- links, HP Toolbox 28
- Linux support 14, 16
- load tray messages 149

- loading
 - custom media 37
 - documents for digital sending 84
 - envelopes 52, 55
 - labels 52
 - letterhead 52
 - paper, orientation 48
 - prepunched paper 51
 - staples in multifunction finisher 96
 - staples in stacker/stapler 93
 - Tray 1 29
 - Trays 2, 3, or 4 32, 35
- local address book 87
- LocalTalk connection 9
- lock assembly 105
- loose toner, troubleshooting 159
- low print cartridges 206
- M**
- Macintosh
 - driver settings 17
 - drivers included 15
 - HP LaserJet Utility 10, 19
 - installing software 21
 - operating systems supported 14
 - PPDs 15, 18
 - software included 18
 - troubleshooting communications 169
 - uninstalling software 23
- mailbox
 - bins 54
 - capacity 9
 - features 99
 - jams, clearing 142
 - ordering 11
 - paper sizes supported 186
- maintenance agreements 223
- maintenance kit
 - installing 120
 - ordering 12
 - status 174
- manual feed
 - control panel settings 201
 - first page 63
 - selecting 65
- manufacturing page 176
- margins
 - clipped, troubleshooting 163
 - edge-to-edge calibration settings 203
 - envelopes 58
- Material Safety Data Sheets 223

- media
 - curl, troubleshooting 160
 - custom, loading 37
 - default image size setting 200
 - first page, different 63
 - fuser modes 203
 - HP, part numbers 181
 - letterhead mode 52
 - loading 29, 48
 - prepunched, loading 51
 - recycled 222
 - sizes supported 184
 - small, mode for 204
 - specifications 183, 187
 - transparencies 52
 - Tray 1 settings 65
 - troubleshooting 187
 - types supported 187
 - weight equivalence table 180
 - wrong wide, printing on 165
- media jams. *See* jams, paper
- memory
 - allocating 219
 - base 8
 - configuration page 172
 - DIMM error messages 155
 - flash cards, installing 217
 - installing 214
 - insufficient 149, 153
 - NVRAM error messages 156
 - ordering 12
 - upgrading 213, 214
 - verifying installation 219
- Memory Enhancement technology (MEt) 8
- menu map, printing 171, 195
- menus
 - Configure device 197
 - Copying 198
 - Diagnostics 211, 233
 - EIO Jetdirect 207
 - Embedded Jetdirect 208
 - Enhancement 198
 - Fax 210
 - I/O 207
 - Information 195
 - map, printing 171, 195
 - Originals 197
 - Paper handling 196
 - Parallel input 207
 - PCL 202
 - Print quality 203
 - Printing 200
 - Resets 210
 - Retrieve job 195
 - Sending 199
 - Service 212
 - settings 193, 231
 - System setup 204
- mercury disposal 222
- messages
 - alphabetical list 145
 - maintenance, resetting 120
 - numerical list 152
 - settings 205
 - troubleshooting 144
- microprocessor speed 7
- misalignment, troubleshooting 160
- misfeeds in ADF 114
- misformed characters, troubleshooting 160
- missing data, troubleshooting 164

- modes
 - Alternate Letterhead 52
 - fuser 203
 - Job, copying 78
 - tray 65, 66
- mopying (multiple original prints) 61
- multifeeds in ADF 114
- multifunction finisher
 - bins 54
 - booklets, creating 99
 - capacity 9
 - jams, clearing 131
 - ordering 11
 - paper sizes supported 186
 - staple cartridge, ordering 11
 - staple jams, clearing 138
 - staples, loading 96
 - using 95
- multiple original prints (mopying) 61
- multiple pages per sheet 64
- multipurpose tray. *See* Tray 1

N

- narrow media settings 204
- networks
 - cards, included 9
 - cards, ordering 12
 - digital sending requirements 81
 - HP Driver Preconfiguration 15
 - HP Jetdirect print servers 25, 170
 - installing software 20
 - IP address 227
 - settings 207, 208
 - software for 23, 232
 - speed 210
 - troubleshooting 166
- No back page 64
- noise specifications 191
- non-HP print cartridges 116
- number of copies, setting default 200
- numeric keypad on control panel 42, 43
- n-up printing 64
- NVRAM error messages 156

O

- OK button, copy-screen 74
- online help
 - Contents tab 240
 - control panel 43, 45
 - copying topics 236
 - drivers 16
 - e-mail screen 82
 - favorites 236, 241
 - finding topics 235, 236
 - Index tab 240
 - printing topics 236
 - shortcuts 237, 239
- OpenVMS drivers 16
- operating environment, specifications 192
- operating systems supported
 - drivers 15
 - HP Toolbox 26
 - printing system software 14
- order cartridge messages 118
- ordering
 - accessories 11
 - supplies 181

- orientation, page
 - default 202
 - duplexing options 60
 - loading paper 48
- Originals submenu 197
- OS/2 support 14, 16
- output quality
 - cleaning page, printing 118
 - settings 203
 - troubleshooting 157
- overprints, troubleshooting 165
- override A4/letter 201
- ozone specifications 221

P

- page count
 - resetting 120
 - viewing 172, 176
- page orientation
 - default 202
 - duplexing options 60
 - loading paper 48
- page skew, troubleshooting 160
- pages not printing
 - all 163
 - last 166
 - partial 165
 - stops mid-job 168
- pages per minute 7
- Pages Per Sheet 64
- paper
 - curl, troubleshooting 160
 - custom, loading 37
 - default image size setting 200
 - first page, different 63
 - fuser modes 203
 - HP, part numbers 181
 - letterhead mode 52
 - loading 29, 48
 - prepunched, loading 51
 - recycled 222
 - sizes supported 184
 - small, mode for 204
 - specifications 183, 187
 - Tray 1 settings 65
 - troubleshooting 187
 - types supported 187
 - weight equivalence table 180
 - wrong side, printing on 165
- Paper handling menu 196
- paper path
 - cleaning 108
 - test 177, 211
- parallel communication settings 207
- parallel connection messages 153
- Parallel input menu 207
- part numbers
 - accessories 11
 - supplies 181
- partial pages, troubleshooting 165
- PCL drivers 15, 16
- PCL font list, printing 175, 195
- PCL submenu 202
- PDEs, Macintosh 18
- PDF error pages 201
- Perform Printer Maintenance message 120
- permanent resources 219

- personalities
 - automatic switching 16
 - default, setting 205
 - error messages 146
 - included 8
 - list of installed, printing 172
 - troubleshooting 163
- photocopying. *See* copying
- PINS
 - error messages 149
 - Foreign Interface Harness (FIH) 102
 - releasing private jobs 67
- portrait orientation
 - duplexing options 60
 - setting as default 202
- ports
 - parallel buffer overflow 153
 - troubleshooting 168
 - types supported 9
- postcards
 - printing 59
 - specifications 189
- PostScript emulation drivers 15, 16
- PostScript error pages 163, 201
- PostScript font list, printing 175, 195
- PostScript jobs, troubleshooting 168
- power
 - Energy Star compliance 221
 - specifications 190
 - troubleshooting 161, 167
- PPDs, Macintosh 15, 18
- preconfiguration, driver 15
- prepunched paper
 - fuser mode 203
 - printing on 58
 - specifications 187
- prepunched paper
 - fuser mode 203
 - loading 51
 - printing 58
- print cartridges
 - authenticating 116
 - error messages 146, 149
 - low 206
 - non-HP 116
 - ordering 11
 - part numbers 181
 - recycling 222
 - replacing 118
 - shaking 119
 - storing 116
 - supplies status page 174
 - toner level, checking 117
 - usage information 175
- print quality
 - cleaning page, printing 118
 - settings 203
 - troubleshooting 157
- Print quality menu 203
- printer languages
 - automatic switching 16
 - default, setting 205
 - error messages 146
 - included 8
 - list of installed 172
 - troubleshooting 163
- printer maintenance kit
 - installing 120
 - ordering 12
 - status 174

- printing
 - basic instructions 53
 - cleaning page 118
 - envelopes 55
 - event log 176
 - private jobs 68
 - proof and hold jobs 71
 - QuickCopy jobs 70
 - stored jobs 69
 - troubleshooting 163
 - Printing menu 200
 - private jobs
 - control panel settings 195
 - deleting 68
 - options 67
 - printing 67
 - timeout settings 204
 - processor speed 7
 - proof and hold jobs
 - control panel settings 195
 - creating 71
 - deleting 71
 - options 67
 - printing 71
 - timeout settings 204
 - protocol settings 208, 227
 - PS drivers 15, 16
 - PS error pages 163, 201
 - PS font list, printing 175, 195
 - PS jobs, troubleshooting 168
- Q**
- quality
 - cleaning page, printing 118
 - settings 203
 - troubleshooting 157
 - quick sets 61
 - QuickCopy jobs
 - control panel settings 195
 - creating 70
 - deleting 70
 - options 67
 - printing 70
 - timeout settings 204
- R**
- Ready light on control panel 42
 - recipient lists 86
 - recovery setting for jams 206
 - recycled paper 222
 - recycling supplies 222
 - redistributing toner 119
 - reducing copies 78
 - registration, trays 62
 - releasing jobs
 - private 68
 - proof and hold 71
 - stored 69
 - removing software
 - Macintosh 23
 - Windows 22
 - repeating defects, troubleshooting 159
 - replace cartridge message 118
- reports
 - configuration page 172
 - event log 176
 - font lists 175
 - Jetdirect page 173
 - menu map 171
 - printing 171, 195
 - supplies status page 174
 - usage page 175
 - Reset button on control panel 42, 43
 - Resets menu 210
 - resetting page count 120
 - resizing copies 78
 - resolution 8
 - Resolution Enhancement technology (REt) settings 204
 - resolution settings 203
 - resource saving 219
 - restoring default settings 43, 210
 - REt (Resolution Enhancement technology) settings 204
 - retention, job. *See* job retention
 - Retrieve job menu 195
 - returns, recycling 222
 - review copies, printing 71
 - right door
 - error messages 147
 - jam locations 122
 - jams, clearing 123
 - locating 13
 - open message 147
 - rollers
 - ADF, cleaning 114
 - printer maintenance kit 12, 120
- S**
- saddle stitching 99
 - saving settings 61
 - scaling copies 78
 - scan buffer errors 156
 - scanning documents to send 84
 - security
 - digital sending 105
 - Foreign Interface Harness (FIH) 102
 - hard disk erase 103
 - information, configuration page 172
 - lock assembly 105
 - sending documents 84
 - Sending submenu 199
 - sending. *See* digital sending
 - serial number
 - cartridges 174
 - printer 172
 - serial port 9
 - service agreements 223
 - Service menu 212
 - Set Registration 62
 - settings
 - configuration page 172
 - control panel 231
 - copy 75
 - driver 17
 - overriding 193
 - paper size 40
 - restoring defaults 43, 210
 - saving 61
 - Web access feature 220
 - shaking print cartridge 119
 - shared printers, troubleshooting 166
 - sharing, Windows 20
 - sharpness, copies 79
 - shortcuts, help 237

- Show me how Help 45
- sizes, paper
 - selecting trays by 66
 - supported 184
 - tray settings 40
- skewed pages, troubleshooting 160
- Sleep mode
 - power consumption 190
 - settings 205
- slots
 - DIMMs supported 213
 - Installed Personalities and Options 172
 - installing DIMMs 214
- slow printing, troubleshooting 164, 168
- small paper mode 204
- smearred toner, troubleshooting 159
- SMTP servers 148, 229
- software
 - features 14
 - FIH (Foreign Interface Harness) 102
 - HP Digital Sending, ordering 12
 - installing on Macintosh 21
 - installing on Windows 19
 - Macintosh 18
 - network 23, 232
 - operating systems supported 14
 - troubleshooting 164
 - uninstalling Macintosh 23
 - uninstalling Windows 22
- sound specifications 191
- specifications
 - acoustical 191
 - card stock 189
 - envelopes 188
 - labels 188
 - ozone 221
 - paper 183, 187
 - power 190
 - transparencies 188
 - trays and bins 9
- specks, troubleshooting 118, 158
- speed
 - data transmission settings 207
 - network 210
 - processor 7
 - resolution settings 203
 - specifications 7
 - troubleshooting 164, 168
- stacker
 - bins 54
 - capacity 9
 - features 92
 - jams, clearing 129
 - ordering 11
 - paper sizes supported 185
 - selecting output location 55
 - staple jams, clearing 135
- stacker/stapler
 - bins 54
 - capacity 9
 - error messages 151
 - jams, clearing 129
 - loading staples 93
 - not recognized 167
 - ordering 11
 - paper sizes supported 185
 - selecting output location 55
 - staple cartridge, ordering 11
 - staple jams, clearing 135
 - stapling documents 92
 - troubleshooting 166
- staple cartridges
 - jams, clearing from multifunction finisher 138
 - jams, clearing from stacker/stapler 135
 - loading in multifunction finisher 96
 - loading in stacker/stapler 93
 - ordering 11
- staple jams, clearing
 - multifunction finisher 138
 - stacker/stapler 135
 - troubleshooting frequent 165
- stapling documents
 - booklets 99
 - multifunction finisher 95
 - stacker/stapler 92
 - troubleshooting 166
- Start button on control panel 42, 43
- status lights, control panel 42
- Status tab, HP Toolbox 27
- status, supplies
 - information page 174, 195
 - viewing in HP Toolbox 27
- Stop button on control panel 42, 43
- stopped printing 168
- stopping printing 43
- stored jobs
 - control panel settings 195
 - copying 79
 - creating 68
 - deleting 69
 - error messages 152
 - options 67
 - printing 69
 - timeout settings 204
- storing
 - envelopes 189
 - print cartridges 116
 - product, specifications 192
- storing jobs. *See* job retention
- supplies
 - ordering 11
 - part numbers 181
 - printer maintenance kit, installing 120
 - recycling 222
 - status page 174, 195
 - status, viewing in HP Toolbox 27
- SupportPack, HP 223
- symbol sets 202
- system requirements
 - Foreign Interface Harness (FIH) 102
 - HP Toolbox 26
 - printing software 14
- System setup menu 204

T

- TCP/IP settings 208, 227
- temperature
 - fusing compatibility, media 187
 - operating environment specifications 192
- tests
 - control panel 212
 - paper path 177, 211
 - scanner 211
- text, troubleshooting
 - dropouts 158
 - misformed 160
- time, setting 204
- timeout settings
 - held jobs 204
 - I/O 207
 - Sleep mode 205

- toner
 - adhesion problems 187
 - checking level 117
 - density settings 204
 - loose, troubleshooting 159
 - smear, troubleshooting 159
 - specks, troubleshooting 118, 158
 - usage information 175
 - washing off clothing 109
- Toolbox, HP
 - Alerts tab 27
 - alerts, setting up 119
 - Device Settings button 28
 - features 24, 26
 - links 28
 - opening 27
 - Status tab 27
 - supplies status 117
 - system requirements 26
- touch-screen, cleaning 110
- transparencies
 - fuser mode 203
 - HP, part numbers 181
 - loading 52
 - printing 59
 - specifications 188
- Tray 1
 - capacity 9, 184
 - configuration page 172
 - custom media, loading 49
 - envelopes, loading 52
 - error messages 149
 - feeding modes, setting 65
 - first page, different paper for 63
 - full-bleed images 59
 - fuser levers 56, 58
 - heavy paper, printing 59
 - jam locations 122
 - jams, clearing 123
 - labels, loading 52, 58
 - loading envelopes 55
 - loading paper 29, 48
 - locating 13
 - manual feed mode 65
 - paper sizes supported 184
 - paper type settings 66
 - prepunched paper, loading 51
 - registration 62
 - setting paper size 40
- Tray 2 or 3
 - capacity 9, 184
 - configuration page 172
 - custom media, loading 37, 50
 - heavy paper, printing 59
 - jam locations 122
 - jams, clearing 124
 - loading detectable standard-size paper 32
 - loading paper, orientation 49
 - loading undetectable standard-size paper 35
 - locating 13
 - paper sizes supported 184
 - paper type settings 66, 196
 - prepunched paper, loading 51
 - registration 62
 - setting paper size 40
 - troubleshooting selection 163, 167
- Tray 4
 - capacity 9, 184
 - configuration page 172
 - custom media
 - loading 37
 - custom media, loading 50
 - heavy paper, printing 59
 - jam locations 122
 - jams, clearing 125
 - loading detectable standard-size paper 32
 - loading paper, orientation 49
 - loading undetectable standard-size paper 35
 - locating 13
 - not recognized 167
 - paper sizes supported 184
 - paper type settings 66, 196
 - prepunched paper, loading 51
 - registration 62
 - setting paper size 40
 - troubleshooting 166
 - troubleshooting selection 163, 167
- trays
 - capacities 9, 184
 - configuration page 172
 - custom media, loading 49, 50
 - heavy paper, printing 59
 - included 9
 - jam locations 122
 - jams, clearing 123
 - load error messages 149
 - loading 29, 48
 - locating 13
 - paper path test 177, 211
 - paper sizes supported 184
 - registration 62
 - selecting 66
 - setting paper size 40
 - troubleshooting selection 163, 167
 - unexpected size error messages 154

- troubleshooting
 - ADF misfeeds 114
 - bins 166
 - blank pages 163
 - checklist 161
 - control panel messages 144
 - control panel, blank 161
 - curled pages 160
 - data transmission 164
 - Diagnostics menu 211
 - dropouts 158
 - fonts 163, 165, 168
 - gray background 159, 187
 - hard disk 167
 - HP Jetdirect print servers 25, 170
 - image defects 157
 - information pages 171
 - jams, clearing 122
 - jams, frequent 143
 - light print 158
 - lines 158
 - loose toner 159
 - Macintosh issues 169
 - networks 166, 170
 - paper 187
 - paper path test 177, 211
 - ports 168
 - power 161, 167
 - printing 163
 - PS error pages 163
 - quality 157
 - repeating defects 159
 - skewed pages 160
 - slow printing 168
 - smearred toner 159
 - software 164
 - specks 118, 158
 - text, misformed characters 160
 - Tray 4 166, 167
 - trays 163, 167
 - wrinkled envelopes 161
 - wrinkled pages 160
 - wrong side, printing on 165
 - TrueType fonts included 8
 - two-sided printing
 - Alternate Letterhead mode 52
 - loading paper 48, 49
 - options 60
 - prepunched paper 51
 - settings 200
 - troubleshooting 164, 166
 - types, paper
 - selecting trays by 66
 - supported 187
 - tray settings 196
- U**
- uninstalling software
 - Macintosh 23
 - Windows 22
 - UNIX
 - carriage return settings 202
 - HP Jetdirect Printer Installer utility 23
 - model scripts 16
 - support 14
 - Update Now button, drivers 15
 - upgrading
 - firmware 10
 - flash memory, installing 217
 - memory 213, 214
 - usage page
 - information on 175
 - printing 195
 - USB port, supported 9
 - Use different paper for first page 63
 - User Name, private jobs 67
- V**
- vertical line spacing settings 202
 - vertical transfer door
 - jam locations 122
 - jams, clearing 125
 - locating 13
 - voltage
 - specifications 190
 - troubleshooting 161
- W**
- wake time, setting 205
 - warranty, extended 223
 - washing off toner 109
 - watermarks, printing 61
 - wave, troubleshooting 160
 - Web access feature 220
 - Web Jetadmin
 - alerts, configuring 119
 - features 23, 232
 - IP addresses 227
 - supplies status, checking 117
 - Web sites
 - anticounterfeit 116
 - Electronic Industries Alliance 222
 - firmware updates 10
 - HP OpenVMS drivers 16
 - Material Safety Data Sheets 223
 - paper guidelines 183
 - recycling supplies 222
 - software, downloading 14
 - UNIX and Linux support 16
 - weight equivalence table, paper 180
 - weight, paper
 - heavy 189
 - supported 184
 - What is this? Help 43, 45
 - Wide A4 setting 201
 - Windows
 - driver settings 17
 - drivers included 15
 - installing software 19
 - networks, installing software 20
 - uninstalling software 22
 - versions supported 14
 - Wireless network card 9
 - wrinkles, troubleshooting
 - envelopes 161
 - pages 160, 187
 - wrong side, pages printing on 165



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