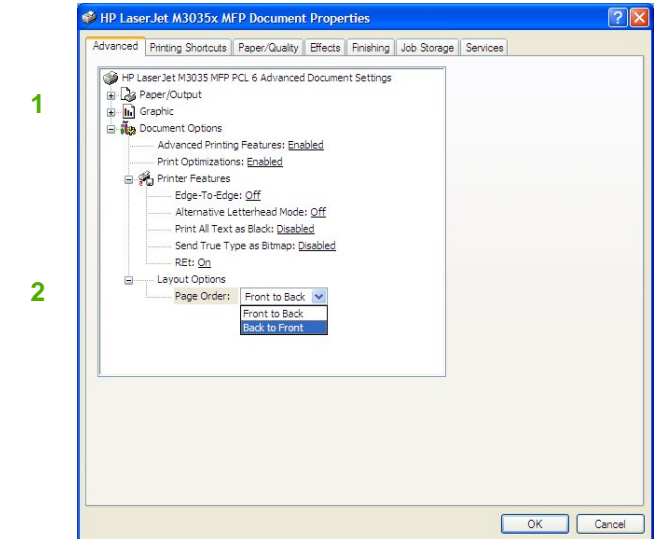


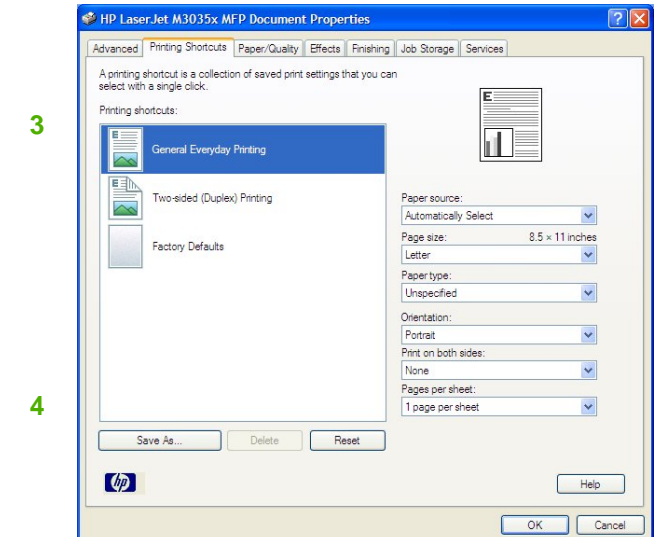
HP LaserJet M3035mfp – Print



How do I:	Steps to perform
1 Access the printer driver.	Click on File, Print in your application, and choose Properties .
2 Select advanced printing options.	Click on the Advanced tab. Select options to change. Click a current setting to enter a new value. Click OK when finished. For example, to change the order of pages as they print, click the arrow by Layout Options , and then select Page Order: Front to Back (page 1 is on the top of the stack) or Back to Front (page 1 is on the bottom of the stack).



How do I:	Steps to perform
3 Use a printing shortcut.	Click on the Printing Shortcuts tab. Select one of the defined shortcuts or custom printing shortcuts, and then click OK to print the job with the specific printer-driver settings.
4 Create a custom printing shortcut.	Select one of the defined shortcuts as a base. Change appropriate print settings on the Printing Shortcuts tab or on any of the Printing Preferences tabs. Click Save As , type a name for the custom printing shortcut, and then click OK .

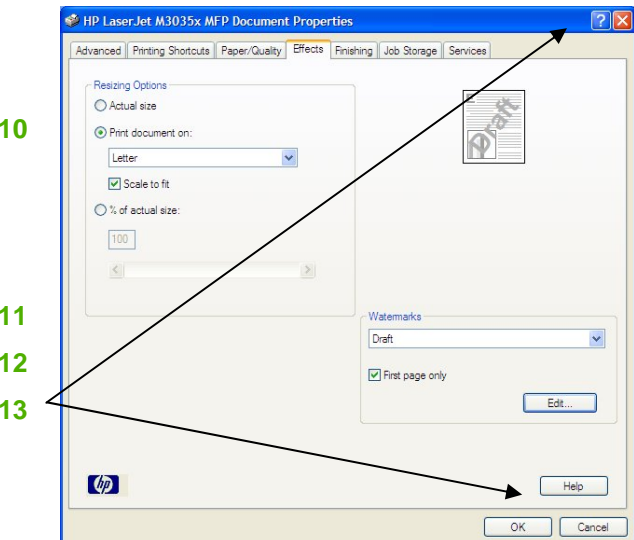
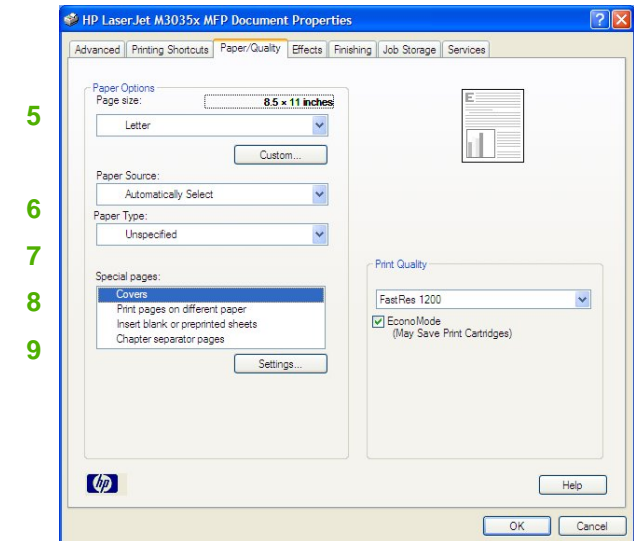


HP LaserJet M3035mfp – Print



How do I:	Steps to perform
5 Select a page size.	Click on the Paper/Quality tab, and then click the Paper size menu. Select a paper size. Click Custom if the paper size you want is not in the menu.
6 Select a paper source.	Click the Paper Source menu, and then select a paper tray. Use Manual Feed for printing special media such as transparencies, labels, or envelopes.
7 Select a paper type.	Click the Paper Type menu, and then select a paper type.
8 Select special pages.	Select an option in the Special pages list box, and then click Settings . Use the Settings dialog box to control the settings for the special pages of the print job.
9 Save Toner.	Click EconoMode when printing drafts to save toner.

How do I:	Steps to perform
10 Scale a page to fit on a selected paper size.	Click on the Effects tab, click on the Print Document On , select a paper size, and then click Scale to Fit .
11 Print a watermark.	Click on the Watermark menu, and then select an existing watermark.
12 Add or edit watermarks (the printer driver must be stored on your PC for this to work).	Click Edit . Highlight an existing watermark and make adjustments to its attributes. Click New to add a new watermark, and then type in a name. Click OK to save the settings.
13 Get help for any printing option.	Click the question mark in the upper-right side of the top border, and then click on a print control. A pop-up message displays help for that control. Click again to remove the message. Click Help for on-line help.



HP LaserJet M3035mfp – Print

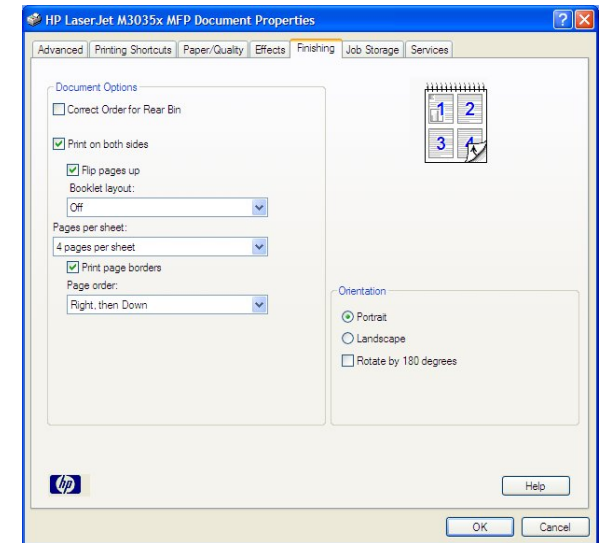


How do I:	Steps to perform
14 Print on both sides (Duplex).	Click on the Finishing tab, and then click Print on Both Sides . If you will bind the document along the top, click Flip Pages Up .
15 Print multiple pages per sheet.	Select a number (between 1 and 16) in the Pages Per Sheet menu. Click Print Page Borders to add a box around each printed page. You can also change the Page Order .
16 Select page orientation.	Select an option in the Orientation box. In addition to the Portrait and Landscape orientation options, you can select Rotate by 180 degrees . This setting is useful for printing prepunched paper.

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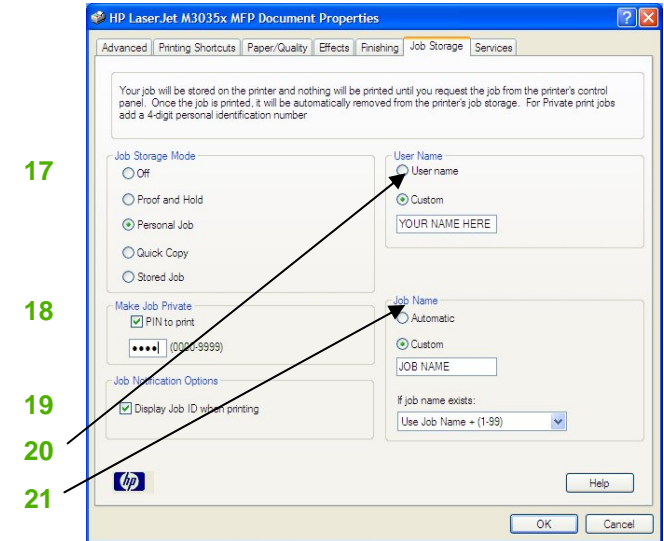
16



HP LaserJet M3035mfp – Print



How do I:	Steps to perform
17 Specify job storage mode.	Click the Job Storage tab. Use the Job Storage Mode options to store documents at the device and then control their printing at the device control panel. Select a mode from the Job Storage Mode area.
18 Make a job private (must select Personal Job , Private Job , or Stored Job).	Select the PIN to Print box, and then type a four-digit personal identification number (PIN) in the box provided. The stored job is sent to the device. You must type the PIN on the control panel to retrieve the stored job.
19 Display job information (must select job storage mode other than Off).	The Display Job ID when printing option opens a pop-up dialog box when the job-storage print job is printed. The dialog box shows the user name and job name that are associated with the stored print job, as well as the device name, port, and location.
20 Specify the job user name (must select Display Job ID when printing).	Select User name to use the default Windows user name or select Custom and enter a custom value in the text box.
21 Specify job name (must select Display Job ID when printing).	Select Automatic to use the existing job name, or select Custom to specify a custom name. Select a value from the If job name exists list to specify what happens if a job with the same name already exists in the device. You can choose to overwrite the job or add an incremented number to the new job name to make the name unique.





How do I	Steps to perform
22 Run printer services.	<p>Click on the Services tab and click any of the buttons. Selecting a service opens a Web browser and displays Services, such as:</p> <ul style="list-style-type: none">Support and Troubleshooting – the hp support page for the printer.Product Manuals - an hp support page where you can view and download manuals.Show Me How – an hp.com help page for print driver.

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