

HP and Lexmark Setup Sheet

Packaging and Installation

Remove all packing tape, **orange locks** (HP PageWide) and screw for scanner unit (HP LaserJet).

Install the fax unit (if included).

While the machine is booting up find a place to store the **orange shipping locks**.

Follow the instructions to select Country, Time Zone, etc.

Next install the Speed License by connecting it to the Ethernet.

General Settings

Settings > General > Energy Settings > Sleep Settings > Sleep after Inactivity > Max out the time

Settings > General > Turn **Hold Off Print Job** off

Display Settings

Settings > General > Display Settings > Display Brightness > Max out the brightness

USB Settings

Settings > General > Enable Device USB > Enable (May not appear)

Network Settings

Settings > Networking > Ethernet > TCP/IP > IPV4 Settings > Config Method > Manual > **172.16.16.4** > Subnet Mask **255.255.255.0**

Firmware

Install firmware through USB or Web Image Monitor by doing:

Troubleshooting > Firmware Upgrade > Product Support (New Window) > Software and Drivers > Firmware-FutureSmart (highest #)

Once firmware is downloaded, extract it, go to Web Image Monitor and choose the file with .dbl extension.

If it has a finisher you must turn on warning for low staples

Test Copies

Go on the web go into Web Image Monitor Copy/Print > Default Print Options > Quality Level > Change it from **Professional** to **General Office**

Also do this for the Copier App as well

If it is an HP PageWide (Ink Machine)
Support Tools > Maintenance > Reports > Calibration/Cleaning > Advance Calibration > Clean the Printhead > Align the Printhead
Print a configuration page
Reinstall the **orange shipping locks**

Service Access Code

77073453

Machine Startup

Set Language and Country/Region > Touch change the settings > Enter Date, Time, and Time Zone > Station Name: **a**, Station Number: **1**, and SMTP Server Address: **a** > Info sent to Lexmark: **None** > Confirm and Launch

Paper Settings

Open Tray 2 > Close it back > Use Current Settings: No > Paper Size: Letter > Paper Type: Plain Paper

Firmware

You must first enable DHCP so...

Settings > Network/Ports > Ethernet > IPv4 > Enable DHCP: **On**

Go to Lexmark Virtual Solution Center

Username: jhawkins@milner.com

Password: 2thenet

Select Update Firmware > Milner Atlanta > Norcross > Click Step 2 > Enter IP Address > Select Your Machine and Press the download button.

Network Settings

Settings > Network/Ports > Ethernet >

IPv4 > Enable DHCP: **Off** > Set Static IP Address > IP Address: **172.16.16.4**