

HP Q2612A

HP 12A Black Toner Cartridge (Q2612A) Instruction Manual

1. INTRODUCTION

The HP 12A Black Toner Cartridge (Q2612A) is engineered to deliver consistent, high-quality black and white prints for compatible HP LaserJet printers. This manual provides essential information for the proper installation, operation, maintenance, and troubleshooting of your toner cartridge, ensuring optimal performance and print results.

Key features of the HP 12A Black Toner Cartridge include:

- High-quality, reliable printing performance.
- Approximate page yield of 2,000 pages.
- Designed to prevent toner leaks and premature failures.
- Manufactured with recycled content, supporting environmental sustainability.
- Features tamper-resistant chips, firmware, and packaging to protect your printer and data.
- Designed and tested to meet eco-label emissions guidelines for improved office air quality.



The image displays the retail packaging for the HP 12A Black Toner Cartridge, model Q2612A. The box features the HP

LaserJet branding and indicates compatibility with various HP LaserJet printer models.

2. COMPATIBLE PRINTERS

The HP 12A Black Toner Cartridge (Q2612A) is compatible with the following HP LaserJet printer models:

- HP LaserJet 1010, 1012, 1015, 1018
- HP LaserJet 1020, 1020 Plus, 1022, 1022n, 1022nw
- HP LaserJet 3015, 3020, 3030, 3050, 3050z, 3052, 3055
- HP LaserJet MFP M1005, M1319f



Works with HP Printers

HP LaserJet 1010, 1012, 1015, 1018

HP LaserJet 1020, 1020 Plus, 1022, 1022n, 1022nw

HP LaserJet 3015, 3020, 3030, 3050, 3050z, 3052, 3055

HP LaserJet M1005 MFP, M1319f MFP

This image shows the HP 12A Black Toner Cartridge alongside a list of compatible HP LaserJet printer models, including the 1010, 1020, 3015, 3020, 3030, 3050 Series, and MFP M1005, M1319 Series.

3. SETUP AND INSTALLATION

Follow these general steps to install the HP 12A Black Toner Cartridge into your compatible HP LaserJet printer. Always refer to your printer's specific user manual for detailed instructions, as procedures may vary slightly by model.

1. **Unpack the New Cartridge:** Carefully remove the new HP 12A toner cartridge from its packaging.
2. **Prepare the Cartridge:** Gently shake the cartridge 5-6 times to evenly distribute the toner inside.
3. **Remove Sealing Tape:** Locate and remove any orange sealing tape or pull tabs from the cartridge. Be careful not to touch the imaging drum.
4. **Open Printer Access:** Open the front cover or access door of your HP LaserJet printer to expose

the cartridge slot.

5. **Remove Old Cartridge (if applicable):** If replacing an empty cartridge, carefully pull the old cartridge straight out of the printer.
6. **Insert New Cartridge:** Align the new toner cartridge with the guides inside the printer and push it firmly until it clicks into place.
7. **Close Printer Cover:** Close the printer's front cover or access door. The printer will typically perform a short calibration cycle.

4. OPERATION

Once the HP 12A Black Toner Cartridge is correctly installed, your printer is ready for use. Ensure your printer drivers are up to date for optimal performance and access to all printing features.

For best printing results, consider the following:

- **Paper Type:** Use high-quality paper suitable for laser printers.
- **Print Settings:** Select appropriate print quality settings (e.g., 'Normal', 'Draft', 'Best') from your printer's software interface based on your document requirements.
- **Expected Output:** The HP 12A cartridge is engineered to produce sharp, clear text and rich black tones for professional-looking documents.

Designed and tested with your health in mind



This image illustrates the high print quality achievable with the HP 12A Black Toner Cartridge, showcasing rich black tones and sharp text on printed documents.

5. MAINTENANCE AND STORAGE

Proper care and storage of your HP 12A Black Toner Cartridge can help maintain its performance and extend its lifespan.

- **Storage:** Store unused cartridges in their original, sealed packaging in a cool, dry place, away from direct sunlight, humidity, and extreme temperatures.
- **Handling:** Avoid touching the green imaging drum on the cartridge, as oils from your skin can cause print quality defects. Hold the cartridge by its handles or edges.
- **Recycling:** The HP 12A Black Toner Cartridge contains recycled content and is designed for easy recycling. Participate in HP's Planet Partners program to responsibly recycle your empty cartridges. Visit the official HP website for detailed recycling instructions and locations.



Easy to recycle¹

¹ HP recycling Planet Partners program availability varies. 4AA5-4602ENW, August 2023, Rev. 3.

The image highlights the HP 12A Black Toner Cartridge's recyclability, emphasizing HP's commitment to environmental sustainability through its recycling programs.

Discover the right option for your printing needs



Standard cartridges (A)
~2,000 pages black



Combo cartridges (A)
~2,000 pages per cartridge



This image conveys HP's dedication to office air quality, showing that Original HP Toner Cartridges are designed and tested to meet eco-label emissions guidelines, promoting a healthier work environment.

6. TROUBLESHOOTING

If you encounter issues with your HP 12A Black Toner Cartridge or print quality, consider the following common problems and solutions:

- **Light or Faded Prints:** This often indicates low toner. Gently remove the cartridge and shake it

horizontally 5-6 times to redistribute any remaining toner. If print quality does not improve, the cartridge may need replacement.

- **Streaks or Smudges:** Check for any debris or foreign objects inside the printer or on the cartridge's imaging drum (handle with extreme care). Ensure all sealing tapes were fully removed during installation.
- **Printer Not Recognizing Cartridge:** Remove the cartridge and reinstall it, ensuring it is seated correctly and firmly in its slot. Verify that you are using a genuine HP cartridge.
- **Toner Leaks:** Original HP cartridges are designed to prevent leaks. If a leak occurs, carefully remove the cartridge, clean any spilled toner with a dry, lint-free cloth, and replace the cartridge.
- **Inconsistent Printing:** Ensure your printer's firmware is up to date. Consistent, uninterrupted printing is a hallmark of genuine HP cartridges.



Consistent, uninterrupted printing that keeps you on task

This image depicts a printer displaying a caution sign, symbolizing potential printing issues that can be resolved through proper troubleshooting steps.



Help protect your printer and data

Tamper-resistant chips, firmware and packaging¹

¹ HP office-class printing systems are select Enterprise and Managed devices with FutureSmart firmware 4.5 and up, Pro devices, LaserJet models 200 and up, with respective Original HP Toner, PageWide and Ink Cartridges. Does not include HP integrated printhead cartridges. Digital supply-chain tracking, hardware and packaging security features vary locally by SKU.

This image illustrates the security features of the HP 12A Black Toner Cartridge, including tamper-resistant chips and secure packaging designed to protect your printer and data from malicious code.

7. SPECIFICATIONS

Specification	Detail
Model Number	Q2612A
Page Yield (Approx.)	2,000 pages
Color	Black
Item Weight	1.9 pounds (0.86 kg)
Product Dimensions	4.5 x 14 x 5.4 inches (11.4 x 35.6 x 13.7 cm)
Manufacturer Part Number	Q2612A
UPC	885631586617, 808736558136
Total Recycled Content	100%
Post-Consumer Recycled Content	20%

8. WARRANTY AND SUPPORT

HP Original Toner Cartridges are backed by HP's warranty, ensuring quality and performance. For detailed warranty information, product support, or to contact customer service, please visit the official HP support website.

Legal Disclaimer: Original HP Toner Cartridges are designed for dependable performance and consistent page yields. Using non-HP cartridges may affect print quality and printer performance, and may not be covered under HP's warranty.