HEWLETT-PACKARD Q7492A#ABU

HP Color LaserJet 4700n Printer Instruction Manual

Model: Q7492A#ABU | Brand: HEWLETT-PACKARD

INTRODUCTION

This manual provides comprehensive instructions for the setup, operation, maintenance, and troubleshooting of your HP Color LaserJet 4700n printer. The HP Color LaserJet 4700n is a robust workgroup laser printer designed for high-quality color printing at speeds up to 31 pages per minute. It features 600 x 600 dpi print resolution, supports plain paper, and offers USB connectivity along with manual duplex printing capabilities.

Figure 1: Front view of the HP Color LaserJet 4700n printer, showing the paper trays, control panel, and HP logo.

SETUP

1. Unpacking and Placement

- Carefully remove the printer from its packaging. Retain all packaging materials for future transport.
- Place the printer on a sturdy, level surface that can support its weight. Ensure adequate ventilation around the printer.
- Remove all protective tapes and packing inserts from the exterior and interior of the printer.

2. Connecting Power

- Connect the power cord to the printer's power input and then to a grounded electrical outlet.

- Do not connect the printer to a power strip or surge protector that is shared with other high-power devices.

3. Installing Toner Cartridges

- Open the front access door of the printer.

- Remove the new toner cartridges from their packaging. Gently shake each cartridge to distribute the toner evenly.

- Insert each cartridge into its corresponding slot until it clicks into place. Ensure all four color cartridges (Black, Cyan, Magenta, Yellow) are installed correctly.

- Close the front access door.

4. Loading Paper

- Pull out the paper tray (Tray 2 is standard).

- Adjust the paper guides to the size of the paper you are loading.

- Load a stack of plain paper into the tray, ensuring it is flat and not exceeding the maximum fill line.

- Gently push the paper tray back into the printer.

5. Connecting to a Computer

The HP Color LaserJet 4700n supports USB and network connectivity.

USB Connection:

- Connect one end of a USB cable to the printer's USB port and the other end to an available USB port on your computer.

- Turn on the printer. Your operating system should detect the new hardware.

Network Connection:

- Connect an Ethernet cable from the printer's network port to an available port on your network router or switch.

- The printer will automatically obtain an IP address from your network's DHCP server. You can find the IP address on the printer's control panel or by printing a configuration page.

6. Driver Installation

- For Windows: Insert the driver CD (if provided) or download the latest drivers from the official HP support website. Follow the on-screen instructions.

- For macOS: The printer drivers may be automatically installed by the operating system. If not, download them from the HP support website.

OPERATING THE PRINTER

1. Control Panel Overview

Figure 2: Detail of the control panel on the HP Color LaserJet 4700n, showing the LCD display, navigation buttons, and status indicators (Ready, Data, Attention).

- **LCD Display:** Shows printer status, error messages, and menu options.
- **Menu Button:** Accesses the printer's menu system.
- **Navigation Buttons (Up/Down/Left/Right/OK):** Used to navigate through menu options and confirm selections.
- **Stop Button:** Cancels the current print job.
- **Status Lights (Ready, Data, Attention):** Indicate the printer's operational status.

2. Basic Printing

- Ensure the printer is powered on and connected to your computer or network.

- Open the document you wish to print on your computer.

- Select "Print" from the application's File menu.

- Choose the "HP Color LaserJet 4700n" from the list of available printers.

- Adjust print settings (e.g., number of copies, paper size, print quality) as needed.

- Click "Print" to send the job to the printer.

3. Manual Duplex Printing

The HP Color LaserJet 4700n supports manual duplex printing, meaning you will need to re-insert the paper to print on the second side.

1. In your application's print settings, select the option for "Manual Duplex" or "Print on both sides (manual)".

2. Print the first side of your document.

3. When prompted by the printer or your computer, carefully re-insert the printed pages into the paper tray, ensuring the correct orientation for printing on the second side. Refer to the printer's control panel instructions for specific guidance on re-insertion.

4. Press the "OK" button on the printer's control panel to continue printing the second side.

MAINTENANCE

1. Replacing Toner Cartridges

- The printer's control panel will indicate when a toner cartridge is low or empty.

- Open the front access door.

- Grasp the handle of the empty cartridge and pull it straight out.

- Unpack a new HP genuine toner cartridge, gently shake it, and remove any protective seals.

- Insert the new cartridge into the corresponding slot until it locks into place.

- Close the front access door.

2. Cleaning the Printer

- **Exterior:** Use a soft, damp, lint-free cloth to wipe the exterior surfaces of the printer. Do not use abrasive cleaners or solvents.

- **Paper Path:** If you experience frequent paper jams or print quality issues, a paper path cleaning might be necessary. Refer to the printer's control panel menu for a "Cleaning Page" option or consult the full service manual for detailed instructions.

3. Firmware Updates

Periodically check the official HP support website for firmware updates for your printer model. Firmware updates can improve performance, add new features, or resolve known issues. Follow the instructions provided on the HP website carefully when performing an update.

TROUBLESHOOTING

Common Issues and Solutions:

- **Printer Not Responding:**

  - Check power connections and ensure the printer is turned on.

  - Verify USB or network cable connections.

- Restart both the printer and your computer.
- Ensure printer drivers are correctly installed and updated.

- **Paper Jams:**

  - Turn off the printer and unplug it.
  - Carefully open all access doors and remove any jammed paper, pulling in the direction of the paper path.
  - Ensure no small pieces of paper remain inside.
  - Close all doors, plug in, and turn on the printer.

- **Poor Print Quality:**

  - Check toner cartridge levels and replace if low.
  - Ensure you are using genuine HP toner cartridges.
  - Perform a print quality diagnostic from the printer's control panel menu.
  - Clean the paper path if necessary.

- **Error Messages on Control Panel:**

  Refer to the printer's LCD display for specific error codes or messages. Consult the full HP Color LaserJet 4700n user guide or the HP support website for detailed explanations and solutions for specific error codes.

SPECIFICATIONS

HP Color LaserJet 4700n Key Specifications

Feature	Detail
Model Number	Q7492A#ABU
Printing Technology	Laser (Color)
Print Speed (Monochrome)	Up to 31 ppm
Print Speed (Color)	Up to 30 ppm
Print Resolution	600 x 600 dpi
Connectivity	USB, Wired Network (Ethernet)
Duplex Printing	Manual
Memory Storage Capacity	160 MB
Max Input Sheet Capacity	2600 sheets (with optional trays)
Product Dimensions (L x W x H)	32 x 25 x 28 inches
Power Consumption	567 watts (operating)
Control Method	Remote, Touch (via control panel)

WARRANTY AND SUPPORT

Warranty Information

Your HP Color LaserJet 4700n printer comes with a standard limited warranty provided by HEWLETT-PACKARD. The specific terms and duration of the warranty may vary by region and purchase date. Please refer to the warranty card included with your product or visit the official HP website for detailed warranty information.

Customer Support

For technical assistance, driver downloads, firmware updates, or additional product documentation, please visit the official HP support website:

https://support.hp.com

When contacting support, please have your printer's model number (Q7492A#ABU) and serial number ready. The serial number is typically located on a label on the back or bottom of the printer.