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> HP LaserJet 1012 Laser Printer User Manual

HP 1012

HP LaserJet 1012 Laser Printer User Manual

Model: 1012 (Q2461A)

INTRODUCTION

This manual provides essential information for setting up, operating, maintaining, and troubleshooting your HP LaserJet 1012 Laser Printer. Designed for efficient monochrome printing, this device is a reliable solution for your home or office needs. Please read this manual thoroughly to ensure proper use and longevity of your printer.

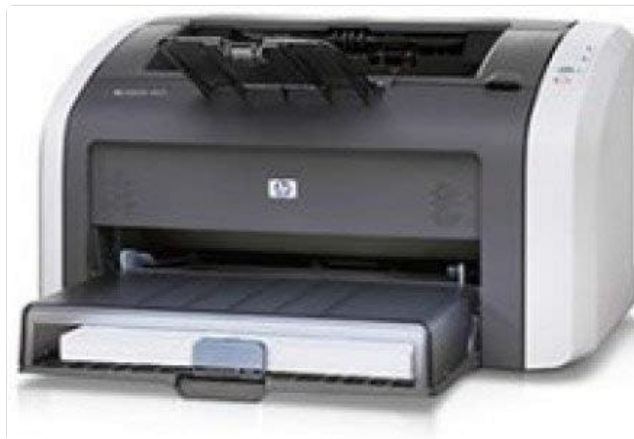


Figure 1: Front view of the HP LaserJet 1012 Laser Printer with the paper input tray extended and output tray open.

SETUP

Follow these steps to set up your HP LaserJet 1012 Laser Printer:

1. **Unpacking:** Carefully remove the printer from its packaging. Retain all packaging materials for future transport or storage.
2. **Placement:** Place the printer on a stable, flat surface with adequate ventilation. Ensure there is enough space around the printer for paper loading and output.
3. **Connect Power:** Connect the power cord to the printer and then to a grounded electrical outlet.
4. **Connect to Computer:**
 - For USB connection: Connect a USB cable (not included) from the printer to your computer.

- For Ethernet connection: Connect an Ethernet cable (not included) from the printer to your network router or switch.

5. **Install Toner Cartridge:**

Open the front access door of the printer. Insert the HP 13A toner cartridge (not included) into its designated slot until it clicks into place. Close the access door. *Note: This printer does not come with toner.*

- #### 6. **Load Paper:** Extend the paper input tray. Adjust the paper guides to fit the size of your paper. Load a stack of plain paper (up to 250 sheets) into the input tray.

7. **Install Drivers:**

Insert the driver CD (if provided) into your computer's CD-ROM drive and follow the on-screen instructions. Alternatively, download the latest drivers from the official HP support website. For older operating systems like Windows 7, drivers are generally compatible. Users of Windows 10 or 11 may experience difficulties with driver installation and compatibility; refer to HP's support resources for potential workarounds or legacy driver options.

- #### 8. **Power On:** Press the power button on the printer. The printer will perform a self-test.

OPERATING INSTRUCTIONS

The HP LaserJet 1012 is designed for straightforward monochrome printing. Here are basic operating guidelines:

• **Printing a Document:**

From your computer, open the document you wish to print. Select "Print" from the application's menu (e.g., File > Print). Choose the HP LaserJet 1012 from the list of available printers. Adjust print settings as needed (e.g., number of copies, paper size). Click "Print". The printer will process the job and output pages at a speed of up to 15 pages per minute (ppm).

• **Manual Duplex Printing:**

This printer supports manual duplexing. To print on both sides of a page, select the manual duplex option in your printer's software settings. The printer will print one side, then prompt you to re-insert the paper to print the second side.

• **Control Panel:**

The printer features a simple control panel, primarily operated via touch controls, for basic functions such as canceling print jobs or checking status indicators.

MAINTENANCE

Regular maintenance ensures optimal performance and extends the life of your printer:

• **Toner Cartridge Replacement:**

When print quality degrades or the toner low indicator illuminates, it's time to replace the toner cartridge. The HP LaserJet 1012 uses HP 13A compatible toner cartridges. Open the front access door, remove the old cartridge, and insert a new one until it locks into place.

• **Cleaning:**

Periodically clean the exterior of the printer with a soft, damp cloth. For internal cleaning, especially to address print quality issues or paper jams, refer to the detailed cleaning instructions in the full service manual or HP's online support. This includes cleaning components like pickup rollers and the fuser film.

• **Component Inspection:**

If you experience recurring issues, inspect internal components such as pickup rollers, separation rollers, separation pads, transfer roller, and fuser film for signs of wear. These parts may require replacement over time to maintain print quality and prevent paper jams.

TROUBLESHOOTING

Here are solutions to common issues you might encounter:

- **Printer Not Responding:**

- Ensure the printer is powered on and all cables (power, USB/Ethernet) are securely connected.
- Check if the printer is selected as the default printer on your computer.
- Restart both the printer and your computer.

- **Paper Jams:**

- Turn off the printer.
- Carefully open all access doors and remove any jammed paper, pulling in the direction of the paper path to avoid tearing.
- Ensure paper is loaded correctly and not overfilled in the input tray.
- Close all doors and power on the printer.

- **Poor Print Quality:**

- Check the toner cartridge level and replace if low.
- Ensure you are using genuine or high-quality compatible toner cartridges.
- Clean the printer's internal components as described in the Maintenance section.

- **Driver Compatibility Issues (Windows 10/11):**

As noted by some users, this printer may have limited or no native driver support for Windows 10 or 11. Try installing drivers in compatibility mode or search for community-developed solutions. For best compatibility, consider using with older operating systems like Windows 7.

- **Technical Support:**

For persistent issues or advanced troubleshooting, refer to the official HP support website or contact their technical support. Many issues can be resolved with patient and professional assistance.

SPECIFICATIONS

Feature	Detail
Brand	HP
Model Name	LaserJet 1012 (Q2461A)
Printing Technology	Laser
Printer Output	Monochrome
Max Print Speed (Monochrome)	15 ppm (pages per minute)
Maximum Black and White Print Resolution	1200 x 1200 dpi
Connectivity Technology	Wired (USB, Ethernet)
Maximum Media Size	8.5 x 14 inches
Max Input Sheet Capacity	250 sheets
Duplex Printing	Manual

Feature	Detail
Compatible Cartridge	HP 13A
Item Weight	15 pounds
Package Dimensions	16 x 16 x 10 inches
Included Components	Printer (Toner not included)

WARRANTY AND SUPPORT

This HP LaserJet 1012 Laser Printer (Renewed) comes with a **90-day depot warranty**. This warranty covers functionality and ensures the product performs like new. For any issues or technical assistance, please contact the seller or refer to HP's official support channels for general product information and driver downloads.

For further assistance, you may visit the [HP Support website](#).