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> HP OneLam 400 A4 Laminator User Manual

## HP 3160

# HP OneLam 400 A4 Laminator User Manual

Model: 3160

## INTRODUCTION

The HP OneLam 400 A4 laminator is designed to protect your documents, photos, and other paper items from wear, dirt, UV rays, and moisture. This manual provides essential information for the safe and efficient operation, maintenance, and troubleshooting of your laminator.



Image: Front view of the HP OneLam 400 A4 laminator, showcasing its compact white design.

## PRODUCT OVERVIEW

The HP OneLam 400 A4 is a versatile laminator suitable for various document sizes, from business cards up to A4. It supports both hot and cold lamination with film thicknesses ranging from 75/80 microns to 125 microns. Key features include a quick warm-up time, a high laminating speed, and an intuitive control panel.

- Protects documents from wear, dirt, and moisture.
- Supports film thicknesses from 75/80 microns to 125 microns.
- Laminates documents up to DIN A4 format.
- Warm-up time of 2-4 minutes.
- Laminating speed of 400 mm per minute.
- Features a lever for roller release to clear film jams.
- Automatic standby mode after 30 minutes of inactivity.
- Includes a cutting ruler, corner rounder, and a 15-piece starter film set.



Image: Top view of the laminator with its fold-out lid open, showing the paper guides and control buttons for film thickness and cold lamination.

## SETUP

1. **Unpacking:** Carefully remove the laminator and all accessories from the packaging. Ensure all components listed in the product overview are present.
2. **Placement:** Place the laminator on a stable, flat, and heat-resistant surface. Ensure there is sufficient space around the device for proper ventilation and for documents to pass through.
3. **Power Connection:** Connect the power cord to the laminator and then to a suitable power outlet.

4. **Prepare for Use:** Fold out the lid at the back of the laminator. This lid serves as a practical insertion aid and helps save space when not in use.



Image: Rear view of the laminator showing the fold-out lid extended, which acts as an insertion aid for documents.

## OPERATING INSTRUCTIONS

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### Powering On and Warm-up

1. Switch on the laminator using the main switch.
2. The laminator will begin to heat up. The warm-up time is approximately 2-4 minutes.
3. The status LED will indicate when the device is ready for use.

### Selecting Lamination Mode and Film Thickness

The laminator supports both hot and cold lamination. The required temperature is adjusted based on the film thickness via an intuitive function button.

- **75/80 Micron:** For standard thin laminating pouches.
- **125 Micron:** For thicker, more rigid laminating pouches.
- **Cold:** For self-adhesive cold laminating pouches. No heat is applied in this mode.

Press the function button repeatedly to cycle through the available settings until the desired film thickness or cold lamination mode is selected.

### Laminating Documents

1. Ensure the laminator has reached the correct operating temperature (status LED is green).
  2. Insert the document into the laminating pouch, ensuring it is centered and straight.
  3. Feed the sealed edge of the laminating pouch into the laminator's input slot. Ensure it is inserted straight and evenly.
  4. The laminator will automatically pull the pouch through. Do not pull or push the pouch during the lamination process.
  5. Once the pouch exits the laminator, place it on a flat surface to cool and harden.
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Image: The laminator actively processing a document, with a laminated sheet emerging from the output slot.



Image: The HP OneLam 400 A4 laminator positioned on a desk, demonstrating its compact footprint in a typical office or home environment.

## MAINTENANCE

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### Cleaning the Housing

Clean the laminator at regular intervals and as necessary.

1. Switch the power switch to OFF.
2. Disconnect the power plug from the power socket.
3. **Caution!** Risk of burns through hot machine surface! The laminator heats up during hot lamination. Wait a few minutes after switching off until the laminator has cooled down before you touch it.
4. **Important!** Risk of property damage through cleaning agents and solvents. Do not use any solvents or cleaning agents.
5. Clean the surface of the housing with a soft, slightly moist, lint-free cloth.

6. → The surface of the laminator has been cleaned.

## Cleaning the Transport Rollers

Adhesive residues and other deposits on the rollers can impair the lamination result. Remove these at regular intervals and whenever the lamination result is not as good as expected.

1. Activate the laminator so that it is ready to operate.
2. Press the "Operating mode" button several times until you have selected the required pouch thickness (125MIC || 75MIC/80MIC).
3. **i** You can select any pouch thickness. Check that the Status LED is flashing GREEN. When the warm-up phase has elapsed, the Status LED lights up GREEN continuously and the transport rollers can be cleaned.
4. **Caution!** Risk of burns through hot machine surface! The laminator heats up during hot lamination. Do not touch the device surface during operation.





Troubleshooting	Maintenance and Service
<b>Clearing Pouch Jams</b> Pouches can jam due to the following: <ul style="list-style-type: none"><li>■ the laminating pouch was not inserted straight into the laminator.</li><li>■ the transport rollers are soiled with residual adhesive.</li><li>■ an unsuitable laminating pouch or material has been used.</li></ul> <ol style="list-style-type: none"><li>1 Switch the power switch to OFF.</li><li>2 Disconnect the power plug from the power socket.</li><li>3 Press the "ABS roller release" to the left and hold it at this position. → This releases the laminating pouch.</li></ol> <p><b>Caution!</b>  Risk of burns through hot machine surface! The laminator heats up during hot lamination. Wait a few minutes after switching off until the laminator has cooled down before you touch it.</p> <p><b>Caution!</b>  Risk of burns through hot laminating pouch. When the laminating pouch is ejected after lamination, it is extremely hot. Only remove the ejected lamination pouch holding it at the cooled end.</p> <ol style="list-style-type: none"><li>4 Carefully pull the laminating pouch out of the infeed (rear) of the laminator.</li><li>5 Release the "ABS roller release" lever. → The pouch jam has been cleared.</li><li>6 Clean the laminator.</li></ol>	<b>Cleaning the Housing</b> Clean the laminator at regular intervals and as necessary. <ol style="list-style-type: none"><li>1 Switch the power switch to OFF.</li><li>2 Disconnect the power plug from the power socket.</li></ol> <p><b>Caution!</b>  Risk of burns through hot machine surface! The laminator heats up during hot lamination. Wait a few minutes after switching off until the laminator has cooled down before you touch it.</p> <p><b>Important!</b> Risk of property damage through cleaning agents and solvents. Do not use any solvents or cleaning agents.</p> <ol style="list-style-type: none"><li>3 Clean the surface of the housing with a soft, slightly moist, lint-free cloth. → The surface of the laminator has been cleaned.</li></ol> <b>Cleaning the Transport Rollers</b> Adhesive residues and other deposits on the rollers can impair the lamination result. Remove these at regular intervals and whenever the lamination result is not as good as expected. <ol style="list-style-type: none"><li>1 Activate the laminator so that it is ready to operate.</li><li>2 Press the "Operating mode" button several times until you have selected the required pouch thickness (125Mic    75Mic/80Mic).</li></ol> <p><b>i</b> You can select any pouch thickness. Check that the Status LED is flashing GREEN. When the warm-up phase has elapsed, the Status LED lights up GREEN continuously and the transport rollers can be cleaned.</p> <p><b>Caution!</b>  Risk of burns through hot machine surface! The laminator heats up during hot lamination. Do not touch the device surface during operation.</p>

Image: A section of the product manual detailing troubleshooting steps for pouch jams and maintenance instructions for cleaning the laminator housing and transport rollers.

## TROUBLESHOOTING

### Troubleshooting Pouch Jams

Pouches can jam due to the following:

- The laminating pouch was not inserted straight into the laminator.
- The transport rollers are soiled with adhesive residue.
- An unsuitable laminating pouch or material has been used.

1. Switch the power switch to OFF.
2. Disconnect the power plug from the power socket.
3. Press the "ABS roller release" to the left and hold it at this position.
4. → This releases the laminating pouch.

5. **Caution!** Risk of burns through hot machine surface! The laminator heats up during hot lamination. Wait a few minutes after switching off until the laminator has cooled down before you touch it.
6. **Caution!** Risk of burns through hot laminating pouch. When the laminating pouch is ejected after lamination, it is extremely hot. Only remove the ejected laminating pouch holding it at the cooled end.
7. Carefully pull the laminating pouch out of the infeed (rear) of the laminator.
8. Release the "ABS roller release" lever.
9. → The pouch jam has been cleared.
10. Clean the laminator.

## SPECIFICATIONS

Attribute	Detail
Brand	HP
Model Number	3160
Item Weight	2.97 pounds (1.35 Kilograms)
Product Dimensions (L x W x H)	14.96 x 4.84 x 3.19 inches (38 x 12.3 x 8.1 cm)
Color	White
Sheet Size Supported	A4, A5, A6, Business Card
Laminating Film Thickness	75/80 microns to 125 microns (0.5 mm thick)
Warm-up Time	2-4 minutes
Laminating Speed	400 mm per minute
Lamination Type	Hot and Cold
Automatic Shut-off	Yes, after 30 minutes of inactivity (standby mode)

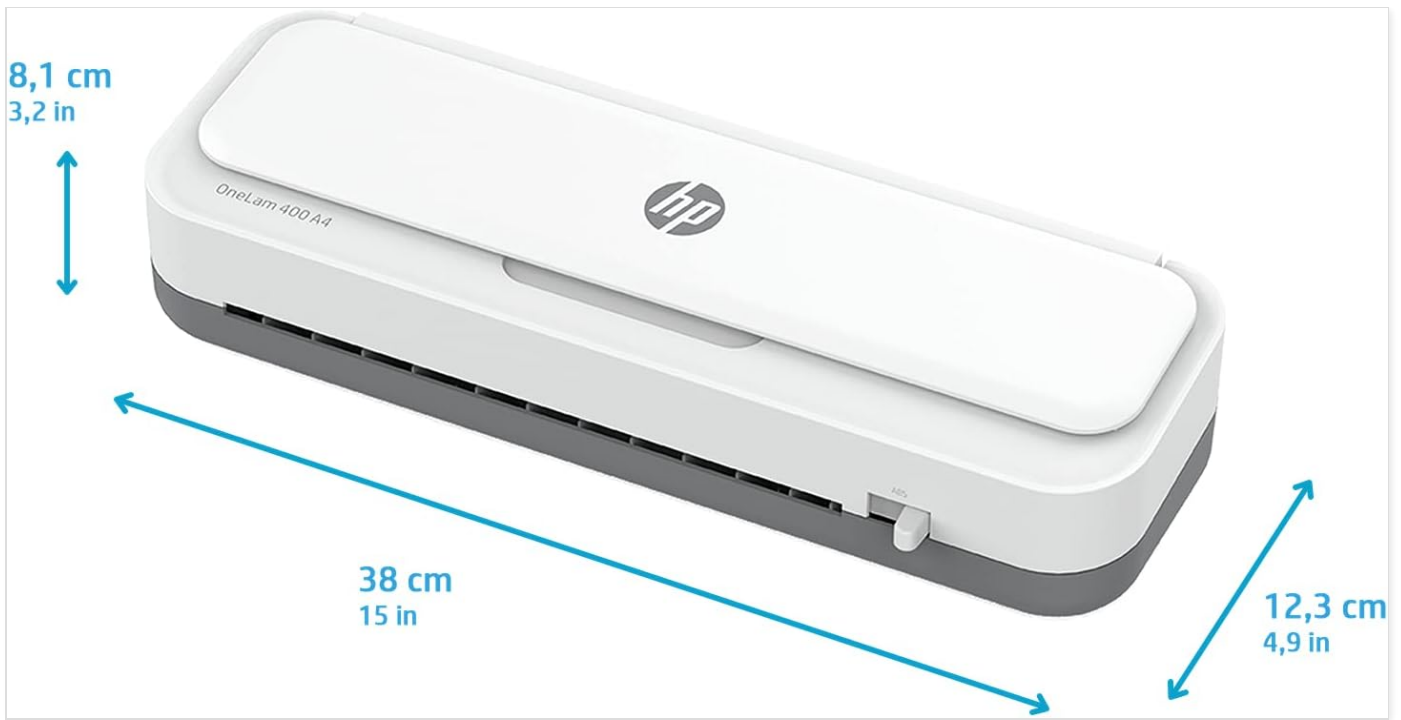


Image: The laminator shown with its key dimensions (length, width, height) indicated in both centimeters and inches.



Image: The laminator displayed alongside its included accessories: a cutting ruler, a corner rounder, and a starter set of laminating films.

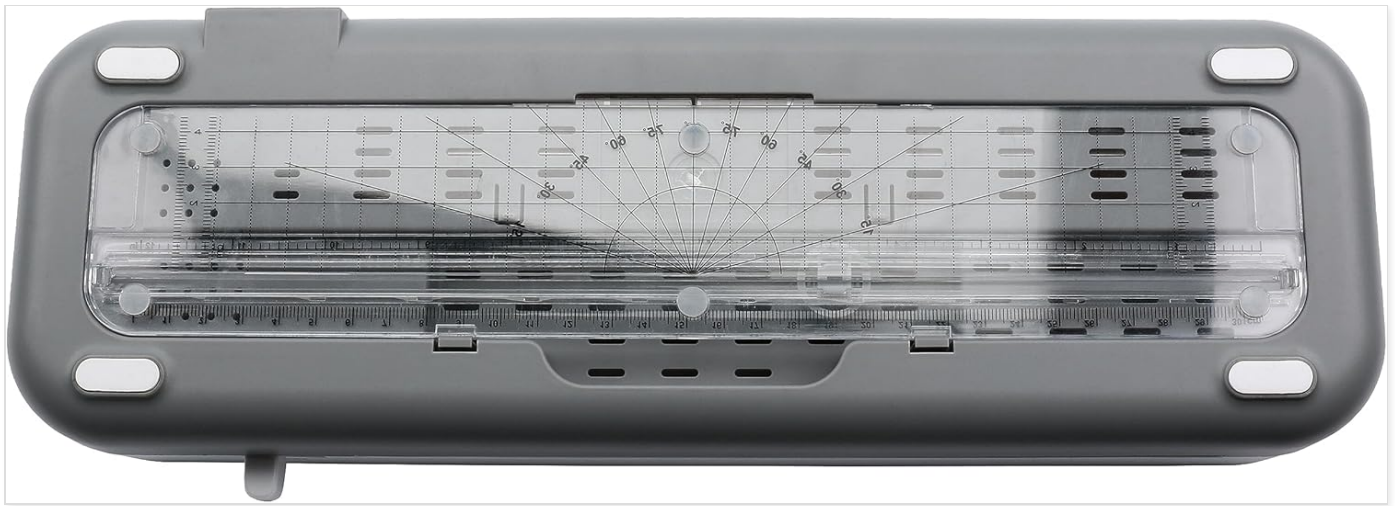


Image: Bottom view of the laminator, showing the storage compartment for the cutting ruler and the non-slip feet.

## WARRANTY AND SUPPORT

HP products are manufactured to high quality standards. For information regarding warranty coverage, terms, and conditions, please refer to the warranty card included with your product or visit the official HP support website. For technical assistance, troubleshooting, or service inquiries, please contact HP customer support.

You can find more information and support resources on the official HP website [www.hp.com](http://www.hp.com)