

HP 1188a

HP Laser MFP 1188a Printer User Manual

Model: 1188a

1. INTRODUCTION

This manual provides essential information for the safe and efficient operation of your HP Laser MFP 1188a printer. Please read it thoroughly before using the device and retain it for future reference.

The HP Laser MFP 1188a is a versatile multifunction printer designed for printing, copying, and scanning documents. It offers reliable performance for home and small office environments.

2. SAFETY INFORMATION

Observe the following safety precautions to prevent damage to the printer or injury to yourself:

- Place the printer on a stable, level surface.
- Ensure proper ventilation around the printer.
- Use only the power cord supplied with the printer.
- Do not expose the printer to water or excessive humidity.
- Keep hands clear of moving parts during operation.
- Unplug the printer before cleaning or performing maintenance.

3. PACKAGE CONTENTS

Verify that all items are present in the box:

- HP Laser MFP 1188a Printer
- Preinstalled introductory HP Laser Black print cartridge (~1.5K pages)
- Setup Guide
- Reference Guide

- Regulatory Statements Flyer
- Power cord
- USB cable

4. PRODUCT OVERVIEW

The HP Laser MFP 1188a is an all-in-one monochrome laser printer offering print, copy, and scan functionalities. It features a compact design suitable for various workspaces.



Image: The HP Laser MFP 1188a printer shown with its accompanying toner cartridge.

Ultra-small, yet ultra-powerful

Designed to fit in your space, it delivers maximum performance while not taking much of your time.



Image: The HP Laser MFP 1188a printer positioned on a desk, highlighting its compact size.

Key Features:

- **All-in-One Functionality:** Print, Copy, Scan.
- **Connectivity:** 2 Hi-Speed USB 2.0 ports.
- **Print Speed:** Up to 21 pages per minute (ppm).
- **Input Tray Capacity:** 150 sheets.
- **Output Tray Capacity:** 100 sheets.
- **Duty Cycle:** Up to 10,000 pages per month.
- **Interface:** 2-line LCD display with intuitive controls.
- **Scanner Type:** Flatbed.
- **Operating System Compatibility:** Windows 11/10/7/Vista and macOS 10.15/11/12.

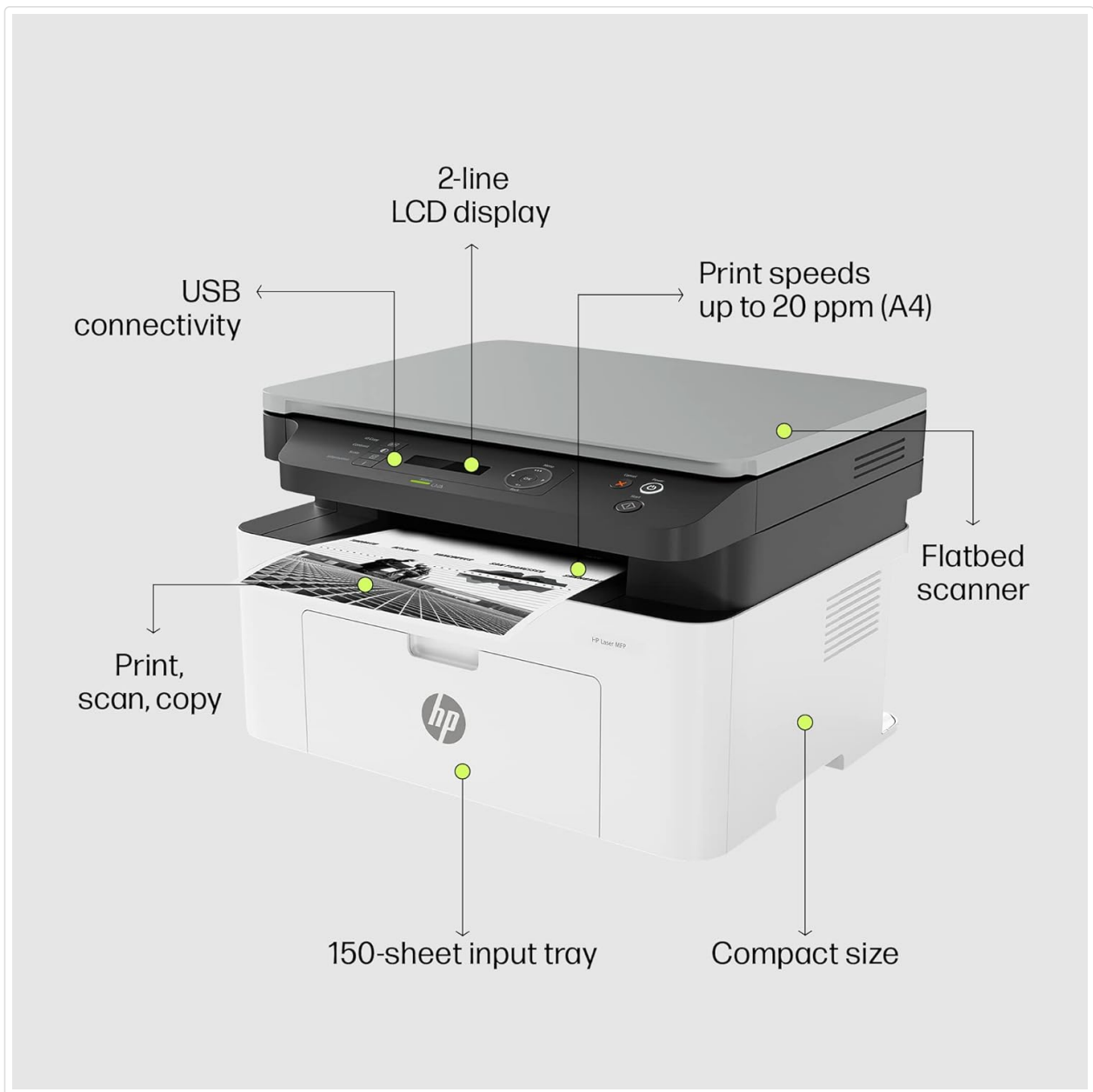


Image: A diagram illustrating the key components of the HP Laser MFP 1188a, including the 2-line LCD display, USB connectivity, flatbed scanner, 150-sheet input tray, and print/scan/copy functions.

5. SETUP INSTRUCTIONS

5.1 Unpacking the Printer

1. Remove the printer from its packaging.
2. Remove all packing materials, tapes, and protective films from the printer.
3. Open the toner cartridge access door and remove any internal packing materials or orange tabs.
4. Insert the toner cartridge if not already preinstalled, ensuring it clicks into place.
5. Close the toner cartridge access door.

5.2 Connecting the Printer

1. Connect the power cord to the printer and then to a grounded electrical outlet.
2. Connect the USB cable from the printer to an available USB port on your computer.
3. Power on the printer using the power button.

5.3 Software Installation

For optimal performance, install the printer software and drivers on your computer.

1. Insert the setup CD (if provided) into your computer's CD/DVD drive, or visit the official HP support website for the HP Laser MFP 1188a to download the latest drivers and software.
2. Follow the on-screen instructions to complete the installation.
3. During installation, you may be prompted to connect the USB cable if you haven't already.

6. OPERATING INSTRUCTIONS

6.1 Loading Paper

1. Open the input tray.
2. Adjust the paper guides to the correct paper size (supports A4, A5, B5, etc.).
3. Load paper into the input tray, ensuring it is flat and aligned. The input tray has a capacity of 150 sheets.
4. Close the input tray.

6.2 Printing Documents

To print from your computer:

1. Open the document you wish to print.
2. Select "Print" from the application's menu (e.g., File > Print).
3. Choose "HP Laser MFP 1188a" as your printer.
4. Adjust print settings as needed (e.g., number of copies, paper size).
5. Click "Print". The printer can achieve speeds of up to 21 ppm.

Manual duplex printing is supported. Follow the on-screen prompts from the printer driver to re-insert pages for printing on the second side.



The image shows an HP Laser MFP 1188a printer in a light grey and black color scheme. It is actively printing a document with a grid pattern. A circular icon with a document and a clock symbol is connected to the printer by a line, indicating speed. The printer has the HP logo on the front and 'HP Laser MFP' printed on the side.

Match the pace of your work

Maximize your uptime and easily handle big tasks with print speeds up to 20 ppm.*

*Measured using ISO/IEC 24734, excludes first set of test documents. For more information, see www.hp.com/go/printerclaims. Exact speed varies depending on the system configuration, software application, driver, and document complexity.

Image: The HP Laser MFP 1188a actively printing a document, illustrating its operational speed.

6.3 Copying Documents

To make a copy using the printer's control panel:

1. Place the document face-down on the scanner glass, aligning it with the guide.
2. Close the scanner lid.
3. On the printer's control panel, use the buttons to select the number of copies.

4. Press the "Start Copy" button (usually indicated by a copy icon or a green button).

6.4 Scanning Documents

To scan a document:

1. Place the document face-down on the scanner glass.
2. Close the scanner lid.
3. From your computer, open the HP Scan software or a compatible scanning application.
4. Select "HP Laser MFP 1188a" as your scanner.
5. Choose scan settings (e.g., document type, resolution, destination).
6. Click "Scan". The scanned image will be saved to your specified location.

Simple, intuitive control panel

Start printing right away. The intuitive control panel helps you set up each project, and easily print.



Image: A close-up view of the HP Laser MFP 1188a's intuitive control panel, featuring a 2-line LCD display and various function buttons.

7. MAINTENANCE

7.1 Replacing the Toner Cartridge

When the toner is low, the printer's display will indicate a warning. Replace the cartridge to ensure continued print quality.

1. Ensure the printer is powered on.
2. Open the toner cartridge access door.
3. Carefully remove the old toner cartridge by pulling it out.
4. Unpack the new HP Laser Black print cartridge (HP 166A or equivalent) and gently shake it to distribute the toner.
5. Insert the new cartridge into the printer until it clicks into place.
6. Close the toner cartridge access door.

7.2 Cleaning the Printer

Regular cleaning helps maintain print quality and extends the printer's lifespan.

- **Exterior:** Wipe the exterior of the printer with a soft, lint-free cloth dampened with water. Do not use abrasive cleaners.
- **Scanner Glass:** Clean the scanner glass with a soft cloth and a non-abrasive glass cleaner. Avoid spraying cleaner directly onto the glass.

- **Interior:** Refer to the HP support website for detailed instructions on cleaning internal components if necessary.

8. TROUBLESHOOTING

This section addresses common issues you might encounter with your HP Laser MFP 1188a.

8.1 Printer Not Responding

- Check that the printer is powered on and the power cord is securely connected.
- Verify the USB cable is properly connected to both the printer and the computer.
- Restart both the printer and your computer.
- Ensure the printer drivers are correctly installed and updated.

8.2 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 torn pieces of paper remain inside.
- Close all doors, plug in, and power on the printer.

8.3 Poor Print Quality

- Check the toner cartridge level and replace it if low.
- Ensure you are using genuine HP toner cartridges.
- Verify that the paper type setting in your print driver matches the paper loaded in the tray.
- Clean the printer's internal components as per maintenance instructions.

9. SPECIFICATIONS

Feature	Detail
Model Name	HP Laser MFP 1188a
Functions	Print, Copy, Scan
Print Technology	Laser
Printer Output	Monochrome
Max Print Speed (Monochrome)	Up to 21 ppm
First Page Out Speed	As fast as 8.3 seconds
Max Print Resolution (Black)	600 x 600 dpi
Scanner Type	Flatbed
Max Copy Speed (Black)	20 ppm
Max Copy Resolution (Black)	600 dpi
Input Tray Capacity	150 sheets

Feature	Detail
Output Tray Capacity	100 sheets
Media Sizes Supported	A4, A5, A5 (LEF), B5 (JIS), 4 x 6 inch
Connectivity	2 Hi-Speed USB 2.0
Control Panel	2-line LCD display, 12 buttons, 2 LED indicator lights
Duty Cycle (Monthly)	Up to 10,000 pages
Operating System Compatibility	Windows 11/10/7/Vista, macOS 10.15/11/12
Product Dimensions (LxWxH)	40.6 x 25.3 x 36 cm (15.98 x 9.96 x 14.17 inches)
Item Weight	7.5 kg (16.53 lbs)
Power Consumption	HP Auto-Off Technology for energy saving

Big performance, compact package

Height
14.21 in
(361 mm)



Depth
17.59 in
(447 mm)

Width
18.97 in
(482 mm)

Image: Diagram showing the height, depth, and width measurements of the HP Laser MFP 1188a printer.

10. WARRANTY AND SUPPORT

Your HP Laser MFP 1188a printer comes with a 1-year limited warranty. For warranty claims or technical assistance, please contact HP support.

- **Voice Support:** Available 12x7.
- **Chat Support:** Available 24x7.
- Refer to the "Regulatory Statements Flyer" included in your package for detailed warranty terms and contact information.
- You can also visit the official HP support website for drivers, manuals, and troubleshooting resources: support.hp.com