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## HP OfficeJet Pro 8125e

# HP OfficeJet Pro 8125e All-in-One Printer User Manual

Model: OfficeJet Pro 8125e (405U8B)

## INTRODUCTION

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This manual provides detailed instructions for the setup, operation, maintenance, and troubleshooting of your HP OfficeJet Pro 8125e All-in-One Printer. Please read this manual thoroughly to ensure proper use and to maximize the performance and longevity of your device.

The HP OfficeJet Pro 8125e is a versatile all-in-one inkjet printer designed for home and small office environments, offering print, copy, and scan functionalities. It features an automatic document feeder, a touchscreen display, and supports wireless connectivity.

## SETUP

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Follow these steps to set up your HP OfficeJet Pro 8125e printer for the first time.

### 1. Unpacking the Printer

Carefully remove the printer from its packaging. Ensure all packing materials, tapes, and protective films are removed from the exterior and interior of the printer. Retain the packaging for future transport if needed.



Image: Front view of the HP OfficeJet Pro 8125e All-in-One Printer, showing its compact design and a smartphone connected for mobile printing.

## 2. Connecting to Power

Connect the power cord to the printer and then to a grounded electrical outlet. Do not connect the printer to a USB cable until instructed by the setup software.

## 3. Installing Ink Cartridges

1. Open the ink cartridge access door.
2. Remove the new ink cartridges from their packaging.
3. Insert each cartridge into its corresponding slot, ensuring it clicks into place.
4. Close the ink cartridge access door.

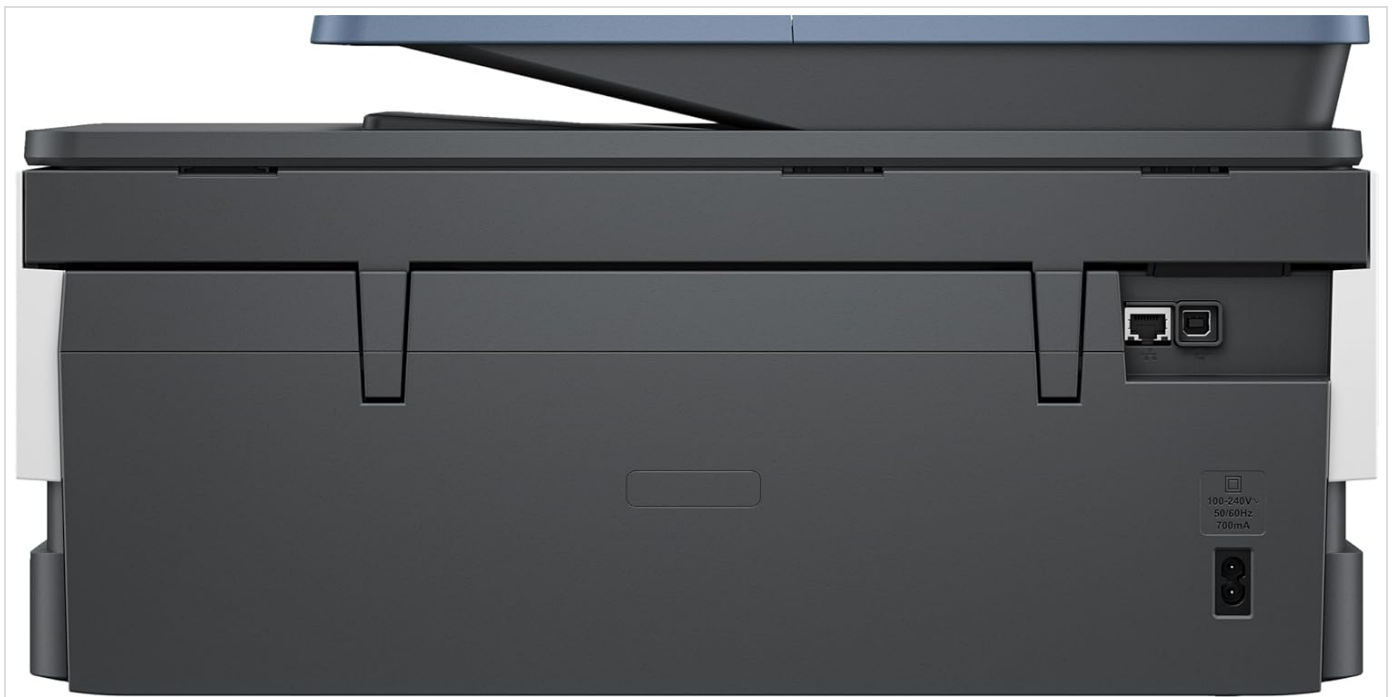


Image: A detailed view of the printer's control panel, highlighting the touchscreen interface for navigation and function selection.

## 4. Loading Paper

Open the input tray and adjust the paper guides. Load a stack of plain A4 paper into the tray, ensuring it fits snugly without bending. Do not overfill the tray.



Image: The HP OfficeJet Pro 8125e printer with paper loaded in the front tray, ready for printing, alongside a smartphone displaying a print preview.

## 5. Software Installation and Connectivity

Turn on the printer. Follow the on-screen instructions on the printer's display to complete the initial setup, including language selection and network connection. For full functionality, download and install the latest HP Smart app or printer drivers from the official HP website on your computer or mobile device.

- **Wireless Setup:** Follow the prompts on the printer's touchscreen to connect to your Wi-Fi network.
- **USB Setup:** Connect a USB cable from the printer to your computer only when prompted by the software.
- **Ethernet Setup:** Connect an Ethernet cable from the printer to your network router.

## OPERATING INSTRUCTIONS

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This section covers the basic operations of your HP OfficeJet Pro 8125e printer.

### Printing Documents

1. Ensure the printer is powered on and connected to your device.
2. Load the appropriate paper type and size into the input tray.
3. From your computer or mobile device, open the document or image you wish to print.
4. Select the print option (e.g., File > Print).
5. Choose the HP OfficeJet Pro 8125e from the list of available printers.
6. Adjust print settings such as paper size, orientation, color/grayscale, and duplex printing (front/back) as needed.
7. Click "Print".

The printer supports automatic duplex printing. To use this feature, select the two-sided printing option in your print settings.

## Copying Documents

1. Place the original document face-down on the scanner glass or face-up in the Automatic Document Feeder (ADF).
2. On the printer's touchscreen, select the "Copy" option.
3. Adjust settings such as number of copies, color/black & white, and copy quality.
4. Press the "Start Copy" button.



Image: The HP OfficeJet Pro 8125e printer with its Automatic Document Feeder (ADF) lid open, indicating readiness for scanning or copying multiple pages.

## Scanning Documents

1. Place the original document face-down on the scanner glass or face-up in the ADF.
2. On the printer's touchscreen, select the "Scan" option.
3. Choose your scan destination (e.g., computer, email, network folder) and adjust scan settings (e.g., resolution, file type).
4. Press the "Start Scan" button.



Image: A top-down view of the HP OfficeJet Pro 8125e printer's flatbed scanner, showing the scanning surface and paper guides.

## MAINTENANCE

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

### Cleaning the Printer

- **Exterior:** Wipe the exterior surfaces with a soft, damp, lint-free cloth. Avoid abrasive cleaners.
- **Scanner Glass:** Use a soft cloth lightly dampened with glass cleaner to clean the scanner glass. Do not spray cleaner directly onto the glass.
- **ADF Rollers:** Refer to the HP Smart app or online support for specific instructions on cleaning ADF rollers if paper feed issues occur.

### Replacing Ink Cartridges

When an ink cartridge is low or empty, the printer will display a notification. Replace cartridges as follows:

1. Ensure the printer is on.
2. Open the ink cartridge access door.
3. Press the tab on the old cartridge to release it, then pull it out.
4. Unpack the new HP original ink cartridge.

5. Insert the new cartridge into its color-coded slot until it clicks into place.
6. Close the ink cartridge access door.

It is recommended to use genuine HP ink cartridges for best print quality and reliability.

## Firmware Updates

Periodically check for firmware updates through the HP Smart app or the printer's touchscreen menu. Firmware updates can improve printer performance and add new features.

## TROUBLESHOOTING

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This section provides solutions to common issues you might encounter with your HP OfficeJet Pro 8125e printer.

### Printer Not Responding

- Check if the printer is powered on and connected to a power outlet.
- Verify that the USB, Ethernet, or Wi-Fi connection is secure and active.
- Restart the printer and your computer/router.
- Ensure the correct printer is selected in your device's print dialog.

### Poor Print Quality

- Check ink levels and replace any low or empty cartridges.
- Run a print head cleaning cycle from the printer's maintenance menu or HP Smart app.
- Ensure you are using the correct paper type for your print settings.
- Perform a print head alignment if colors are misaligned.

### Paper Jams

1. Turn off the printer and unplug the power cord.
2. Carefully open all access doors (front, rear, top) and gently remove any jammed paper. Avoid tearing the paper.
3. Check the paper path for any small pieces of torn paper.
4. Close all doors, plug in the power cord, and turn on the printer.



Image: The rear panel of the HP OfficeJet Pro 8125e printer, displaying the power input, USB port, and Ethernet port for various connection options.

## Connectivity Issues

- **Wi-Fi:** Ensure the printer is within range of your wireless router. Check your router's status. Reconnect the printer to the Wi-Fi network via the touchscreen.
- **USB:** Try a different USB port on your computer or a different USB cable.
- **Bluetooth:** Ensure Bluetooth is enabled on both the printer and your device, and they are paired correctly.

## SPECIFICATIONS

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Key technical specifications for the HP OfficeJet Pro 8125e All-in-One Printer:

Feature	Specification
Model Name	OfficeJet Pro 8125e All-in-One Printer
Model Number	405U8B
Functions	Print, Copy, Scan
Print Technology	Inkjet
Print Speed (Black)	Up to 20 ppm
Print Speed (Color)	Up to 10 ppm
Print Resolution (Black)	Up to 1200 x 1200 dpi
Print Resolution (Color)	Up to 1200 x 1200 dpi
Duplex Printing	Automatic
Scanner Type	Flatbed & ADF
Scan Resolution	Up to 1200 x 1200 dpi
ADF Capacity	Automatic Document Feeder included
Paper Input Capacity	Up to 225 sheets
Supported Paper Sizes	A4, 210 x 297 mm, etc.
Connectivity	USB, Ethernet, Bluetooth, Wi-Fi (Apple Airprint compatible)
Display	2.7-inch LCD Touchscreen
Dimensions (W x D x H)	46 x 33.8 x 23.3 cm
Weight	8 kg
Ink Colors	Black, Cyan, Magenta, Yellow

## WARRANTY INFORMATION

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Your HP OfficeJet Pro 8125e printer comes with a limited warranty. For detailed information regarding warranty terms, conditions, and duration, please refer to the warranty document included with your product or visit the official HP support website.

Please retain your proof of purchase for warranty claims.

## CUSTOMER SUPPORT

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For further assistance, technical support, or to access additional resources, please visit the official HP support website or contact HP customer service.

- **HP Support Website:** [support.hp.com](https://support.hp.com)
- **HP Smart App:** Download the HP Smart app for guided setup, mobile printing, and troubleshooting tools.

