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HP 2820e

HP 2820e Multifunction Printer User Manual

Model: 2820e (S9190250)

1. INTRODUCTION

This manual provides detailed instructions for the HP 2820e Multifunction Printer, Model S9190250. This device is designed for home use, offering printing, scanning, and copying functionalities. It features an integrated LCD screen for easy operation and supports both Wi-Fi and USB connectivity.



Image: The HP 2820e Multifunction Printer, a white and grey device, is shown with paper loaded in its rear input tray and a printed document partially visible in the front output tray.

2. SETUP

2.1 Unpacking and Initial Placement

- Carefully remove the printer from its packaging.
- Remove all protective tapes and packing materials from the printer.
- Place the printer on a stable, flat surface.

2.2 Power Connection

1. Connect the power cord to the printer's power port.
2. Plug the other end of the power cord into a grounded electrical outlet (EU plug type). The printer supports 100V-240V.
3. Press the power button to turn on the printer.

2.3 Cartridge Installation

The printer includes cartridges. Follow the on-screen instructions on the integrated LCD display to install them correctly. Refer to the printer's internal diagrams for proper placement.

2.4 Software and Driver Installation

- Visit the official HP support website for your printer model (HP 2820e or S9190250) to download the latest drivers and software.
- Run the installer and follow the on-screen prompts to complete the installation.

2.5 Connectivity

The HP 2820e supports both Wi-Fi and USB 2.0 connections.

2.5.1 Wi-Fi Setup

1. On the printer's LCD screen, navigate to the Wireless Setup Wizard.
2. Select your Wi-Fi network from the list of available networks.
3. Enter your Wi-Fi password if prompted.
4. Confirm the connection. The printer's wireless indicator light should turn solid blue.

2.5.2 USB Connection

- Connect one end of a USB 2.0 cable to the printer's USB port.
- Connect the other end to an available USB port on your computer.
- Your computer should automatically detect the printer and install necessary drivers if not already installed.

3. OPERATING THE PRINTER

3.1 Loading Paper

- Open the input tray located at the rear of the printer.
- Adjust the paper guides to fit the width of your paper.
- Load up to 60 sheets of A4 or B5 paper into the input tray.
- Ensure the paper is flat and not bent.

3.2 Printing Documents

1. Open the document you wish to print on your computer or mobile device.
2. Select the "Print" option from the application's menu.
3. Choose "HP 2820e" as your printer.
4. Adjust print settings such as paper size, orientation, and print quality.
5. For manual duplex printing, select the option in your print settings. The printer will prompt you to reload the paper to print on the second side.
6. Click "Print".

Print speeds are approximately 16 pages per minute (ppm) for black and white, and 5.5 ppm for color documents.

3.3 Scanning Documents

1. Lift the scanner lid.
2. Place the document face-down on the scanner glass, aligning it with the guide.
3. Close the scanner lid gently.
4. From your computer, open the HP Scan software or use the scan function on the printer's LCD screen.
5. Select scan settings (e.g., color, grayscale, resolution up to 1200 x 1200 dpi, destination).
6. Initiate the scan.

3.4 Copying Documents

1. Place the document on the scanner glass as described in the scanning section.
2. On the printer's integrated LCD screen, select the "Copy" function.
3. Choose the number of copies and whether you want color or black and white.
4. Press the "Start Copy" button.

4. MAINTENANCE

4.1 Replacing Ink Cartridges

- When an ink cartridge is low or empty, a message will appear on the printer's display or your computer.
- Open the ink cartridge access door.
- Press down on the empty cartridge to release it, then pull it out.
- Unpack the new HP original cartridge, being careful not to touch the electrical contacts or ink nozzles.
- Insert the new cartridge into its slot until it clicks into place.
- Close the ink cartridge access door.

4.2 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 (non-ammonia based) to clean the scanner glass.
- **Printhead Cleaning:** If print quality issues occur, use the printer's utility software to perform a printhead cleaning cycle.

4.3 Resolving Paper Jams

- Turn off the printer and unplug the power cord.
- Carefully open all access doors (front, rear, or top, depending on the jam location).
- Gently pull any jammed paper out in the direction of the paper path. Avoid tearing the paper.
- Ensure all paper fragments are removed.

- Close all access doors, plug in the power cord, and turn on the printer.

5. TROUBLESHOOTING

5.1 Common Issues and Solutions

- **Printer Not Responding:**
 - Check power connections and ensure the printer is turned on.
 - Verify USB cable connection or Wi-Fi status.
 - Restart the printer and your computer.
 - Ensure correct drivers are installed.
- **Poor Print Quality:**
 - Check ink levels and replace low cartridges.
 - Perform a printhead cleaning cycle via the printer software.
 - Ensure you are using appropriate paper for your print settings.
- **Paper Jams:**
 - Refer to Section 4.3 for detailed instructions on clearing paper jams.
 - Ensure paper is loaded correctly and not overfilled.
- **Wi-Fi Connectivity Issues:**
 - Ensure your Wi-Fi router is on and functioning.
 - Restart the printer and your router.
 - Run the Wireless Setup Wizard on the printer's LCD screen again.
 - Ensure the printer is within range of your Wi-Fi router.

For more detailed troubleshooting, visit the official HP support website or consult the digital documentation provided with your printer software.

6. SPECIFICATIONS

Feature	Detail
Brand	HP
Model Name	2820e
Model Number	S9190250
Type	Multifunction Inkjet Printer (Print, Scan, Copy)
Connectivity Technology	Wi-Fi, USB 2.0 (1 port)
Max Black & White Print Resolution	1200 x 1200 dpi
Max Color Print Resolution	4800 x 1200 dpi
Print Speed (Black)	Up to 16 ppm
Print Speed (Color)	Up to 5.5 ppm
Duplex Printing	Manual
Scanner Type	Flatbed
Scanner Resolution	1200 x 1200 dpi
Max Sheet Capacity	60 sheets
Supported Media Sizes	A4, B5, Envelopes, Plain Paper
Internal Memory	64 MB
Dimensions (D x W x H)	47.5 cm x 19 cm x 47.5 cm
Power Source	AC Cable (100V-240V)
Recommended Use	Home

7. WARRANTY AND SUPPORT

7.1 Product Warranty

This HP 2820e Multifunction Printer comes with a limited warranty. Please refer to the warranty documentation included with your product or visit the official HP website for specific terms and conditions applicable to your region.

7.2 Technical Support

For technical assistance, driver downloads, software updates, or further troubleshooting, please visit the official HP Support website. Information regarding spare parts availability and guaranteed software updates is not available at this time.

You can typically find support resources by searching for "HP Support" and your printer model (HP 2820e or S9190250).