HP 9125e

HP OfficeJet Pro 9125e All-in-One Printer Instruction Manual

Model: 9125e

Overview   Setup   Operation   Maintenance   Troubleshooting   Specifications   Warranty & Support

1. PRODUCT OVERVIEW

The HP OfficeJet Pro 9125e is a versatile All-in-One printer designed for office and hybrid workspace environments. This certified refurbished unit offers print, scan, copy, and fax functionalities, along with advanced features like a color touchscreen and HP Wolf Pro Security. It is engineered for professional-quality color documents and efficient operation.

Figure 1: Front view of the HP OfficeJet Pro 9125e All-in-One Printer.

Key Features:

- **All-in-One Functionality:** Print, copy, scan, and fax capabilities.
- **High-Speed Printing:** Up to 22 pages per minute (ppm) for black and 18 ppm for color.
- **Wireless Connectivity:** Reliable dual-band Wi-Fi with automatic connection issue resolution.
- **HP Smart App:** Enables printing, scanning, copying, and faxing directly from a smartphone.
- **HP Wolf Pro Security:** Integrated security tools to protect data and networks.
- **2.7-inch Color Touchscreen:** Intuitive user interface for easy navigation.
- **Automatic Document Feeder (ADF):** For efficient multi-page scanning and copying.
- **Duplex Printing:** Automatic two-sided printing.
- **Sustainable Design:** Constructed with over 40% recycled plastic.

HP OfficeJet Pro 9125e

☑ Print ☑ Copy ☑ Scan ☑ Fax   Color

Print up to 22 pages per minute black, 18 pages per minute color

Self-healing Wi-Fi® & wireless printing

250-sheet input tray

Auto document feeder

Touchscreen display

HP Wolf Pro Security

instant ink *ready*

CERTIFIED REFURBISHED

Figure 2: Overview of the HP OfficeJet Pro 9125e's primary functions and features.

2. SETUP INSTRUCTIONS

2.1 Unpacking and Contents

Carefully unpack the printer and ensure all components are present. The package should contain the following:

- HP OfficeJet Pro 9125e All-in-One Printer
- HP 936 Setup Black Ink Cartridge
- HP 936 Setup Cyan Ink Cartridge
- HP 936 Setup Magenta Ink Cartridge
- HP 936 Setup Yellow Ink Cartridge
- Power Cord
- Regulatory Flyer
- Ink Caution Flyer
- Setup Poster

Figure 3: Included items in the HP OfficeJet Pro 9125e package.

2.2 Initial Printer Setup

1. **Power Connection:** Connect the power cord to the printer and then to a wall outlet.
2. **Power On:** Press the power button to turn on the printer.
3. **Ink Cartridge Installation:** Follow the on-screen instructions on the 2.7-inch touchscreen to install the HP 936 setup ink cartridges. Ensure each cartridge clicks into place.
4. **Paper Loading:** Load plain paper into the 250-sheet input tray. Adjust the paper guides to fit the paper size.
5. **Language and Region:** Select your preferred language and region on the touchscreen.
6. **Network Connection:** Connect the printer to your wireless network using the touchscreen. The dual-band Wi-Fi will help ensure a stable connection.
7. **HP Smart App Installation:** Download the HP Smart App on your smartphone or computer for guided setup and advanced features.
8. **HP+ Activation (Optional):** If you wish to enroll in the Instant Ink delivery service and extend your warranty, activate HP+ during the setup process. This may include 3 months of Instant Ink.

Figure 4: Printer ready for setup, showing the Instant Ink box.

3. OPERATING INSTRUCTIONS

3.1 Printing Documents

The HP OfficeJet Pro 9125e supports printing from various devices, including computers and smartphones.

- **From a Computer:** Ensure the printer drivers are installed. Select "Print" from your application, choose the HP OfficeJet Pro 9125e, and adjust settings as needed (e.g., color, black and white, duplex printing).
- **From a Mobile Device (HP Smart App):** Open the HP Smart App, select "Print Documents" or "Print Photos," choose the file, and send it to the printer.
- **Print Speeds:** Up to 22 ppm for black and 18 ppm for color.
- **Duplex Printing:** The printer supports automatic two-sided printing. This option can be selected in your print settings.

3.2 Scanning Documents

Documents can be scanned using the flatbed scanner or the Automatic Document Feeder (ADF).

- **Using the Flatbed:** Place a single document face down on the scanner glass. Close the lid. Select "Scan" on the printer's touchscreen or through the HP Smart App.
- **Using the ADF:** Load multiple pages face up into the ADF. The ADF supports dual-pass 2-sided scanning. Select "Scan" on the printer's touchscreen or through the HP Smart App and choose the ADF option.
- **Scan Destinations:** Scanned documents can be sent to a computer, email, or cloud services via the HP Smart App.

3.3 Copying Documents

The printer allows for quick and efficient copying.

- **Initiate Copy:** Press the "Copy" icon on the printer's touchscreen.
- **Place Document:** Place the document on the flatbed scanner or in the ADF.
- **Adjust Settings:** Select the number of copies (up to 99), color or black and white, and other options like resizing or quality.
- **Start Copy:** Press the "Start Copy" button on the touchscreen.

3.4 Faxing Documents

The HP OfficeJet Pro 9125e includes fax functionality.

- **Load Document:** Place the document on the flatbed scanner or in the ADF.

- **Enter Number:** Press the "Fax" icon on the touchscreen and enter the recipient's fax number.
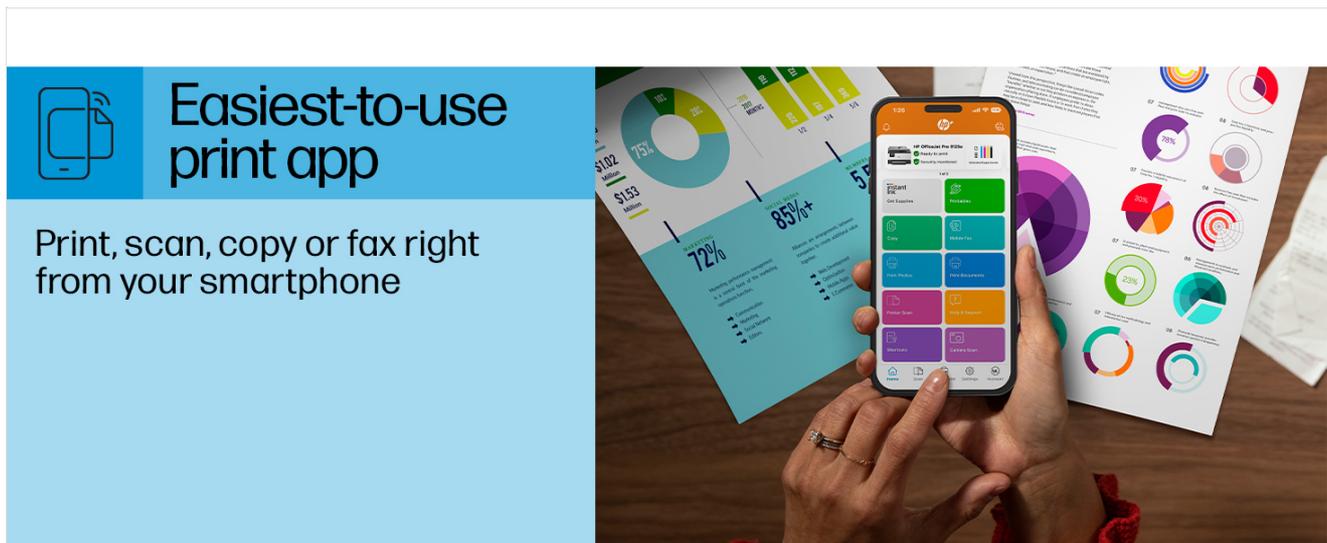- **Send Fax:** Confirm settings and send the fax.

Figure 5: The HP Smart App allows control of print, scan, copy, and fax functions from a smartphone.

4. MAINTENANCE

4.1 Ink Cartridge Replacement

The printer uses HP 936 series ink cartridges (Black, Cyan, Magenta, Yellow). The touchscreen will indicate when ink levels are low or when a cartridge needs replacement.

1. Open the ink cartridge access door.
2. Press the tab on the old cartridge to release it, then pull it out.
3. Unpack the new HP 936 cartridge, being careful not to touch the electrical contacts or ink nozzles.
4. Insert the new cartridge into its corresponding slot until it clicks into place.
5. Close the ink cartridge access door.

4.2 Paper Handling

- **Input Tray:** The printer features a 250-sheet input tray. Ensure paper is loaded correctly and paper guides are adjusted to prevent jams.
- **Output Tray:** The output tray has a capacity of 60 sheets.
- **Supported Media:** The printer supports various paper types and sizes, including plain paper, photo paper, and envelopes. Supported sizes range from 3 x 5 inches to 8.5 x 14 inches.
- **Envelope Stopper:** Utilize the built-in envelope stopper to prevent jams when printing envelopes.

4.3 Cleaning

Regular cleaning helps maintain print quality and printer longevity.

- **Exterior:** Wipe the exterior of the printer with a soft, damp, lint-free cloth.
- **Scanner Glass:** Clean the scanner glass with a soft cloth and a non-abrasive glass cleaner.
- **ADF Rollers:** Refer to the HP support website or the HP Smart App for instructions on cleaning ADF rollers if paper feed issues occur.

5. TROUBLESHOOTING

This section provides solutions to common printer issues. For more detailed troubleshooting, refer to the HP support website or the HP Smart App.

5.1 Connectivity Issues

- **Printer Offline:** Ensure the printer is powered on and connected to the correct Wi-Fi network. Restarting both the printer and your router can often resolve temporary network glitches.
- **Wi-Fi Disconnection:** The printer's dual-band Wi-Fi is designed to automatically resolve connection issues. If problems persist, try reconnecting through the printer's touchscreen or the HP Smart App.
- **USB/Ethernet Connection:** If using a wired connection, ensure cables are securely plugged into both the printer and the computer/router.

5.2 Print Quality Problems

- **Faded or Streaky Prints:** Check ink levels and replace any low or empty cartridges. Perform a printhead cleaning cycle through the printer's maintenance menu.
- **Incorrect Colors:** Ensure you are using genuine HP ink cartridges. Run a printhead alignment from the printer's maintenance menu.
- **Paper Jams:** Follow the on-screen instructions to clear any jammed paper. Ensure paper is loaded correctly and not overfilled in the input tray.

5.3 Scanning/Copying Issues

- **Blank Scans/Copies:** Ensure the document is placed correctly on the scanner glass or in the ADF.
- **Lines on Scans/Copies:** Clean the scanner glass and the ADF rollers.

6. TECHNICAL SPECIFICATIONS

Feature	Specification
Model Name	HP OfficeJet Pro 9125e
Functions	Print, Copy, Scan, Fax
Printing Technology	Inkjet (Four-color inkjet cartridges)
Max Print Speed (Black)	22 ppm
Max Print Speed (Color)	18 ppm
Max Print Resolution (Black)	1200 x 1200 dpi
Max Print Resolution (Color)	Up to 4800 x 1200 optimized dpi
Duplex Printing	Automatic
Scanner Type	Easy slide-off glass, dual pass 2-sided ADF
Max Copy Resolution	600 x 600 dpi (Black & Color)
Max Copies per Run	99
Connectivity	Ethernet, USB, Wi-Fi (Dual-band)
Control Method	App, Touchscreen
Touchscreen Size	2.7 inches

Feature	Specification
Input Sheet Capacity	250 sheets
Output Sheet Capacity	60 sheets
Supported Media Sizes	3 x 5 inches to 8.5 x 14 inches
Memory Storage Capacity	512 MB
Product Dimensions (D x W x H)	13.48" x 17.3" x 10.94"
Item Weight	20.5 pounds
Power Consumption	5.06 Watts

Figure 6: Physical dimensions of the HP OfficeJet Pro 9125e.

7. WARRANTY AND SUPPORT

7.1 Warranty Information

- **Certified Refurbished Warranty:** This unit comes with a 90-day manufacturer warranty, ensuring reliable, like-new performance.
- **Extended Protection Pack:** The product bundle includes a 2-year CPS Enhanced Protection Pack.

- **HP+ Offer Warranty:** A one-year limited hardware warranty is provided, with an option to extend to two years upon acceptance of the HP+ Offer during setup.

For specific terms and conditions regarding your warranty, please refer to the documentation included with your product or visit the official HP support website.

7.2 Customer Support

For further assistance, technical support, or to access detailed user guides and drivers, please visit the official HP support website:

HP Support Website

You can also utilize the HP Smart App for troubleshooting and accessing support resources directly from your mobile device.