HP DesignJet 500 and 800 Series Printers

Assembly and Set-Up Instructions

1. Check the Contents of the Package

"Day-to-day" package containing *Using Your Printer* documentation CD.

Box containing paper bin and printer stand (E+/A0+-size models only)

[Packaging]

This *Assembly and Set-Up* Poster

"Installation" package containing cables, printheads, ink cartridges, *Pocket Guide*.

[Packaging]

Main Printer body

Check the items shown and notify your supplier if any are missing. *Don't* open the items until you are prompted to do so on this *Poster*. The packaging varies between models; there may be additional items in the box.

Contents of This Poster

1. Check the Contents of the Package (page 1)
2. Unpack the Main Components (page 2)
3. Assemble the Stand (page 2)
4. Attach the Stand to the Printer (page 3)
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7. Switch On and Choose a Language (page 4)
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The information on this poster applies to the following HP products:

- HP DesignJet 500, 500PS, 800 and 800PS Printers (D/A1-size and E+/A0+-size models)–part numbers C7769B, C7769C, C7770B, C7770C, C7779B, C7779C, C7780B and C7780C.
- Stand and Paper Bin accessory for the D/A1-size models–part numbers C7781A and C7782A.

If you are installing an **accessory**, such as a stand, after the main installation has been completed, use the instructions that came with the accessory.
If you are installing it at the same time as the main installation, read the appropriate stages of this *Poster*.

For accessory cards, see "Understand Printer Connections" on page 6 and the documentation that comes with these accessories.

Read these instructions carefully...
and complete each stage before you start the next.

What You Will Need to Do the Job

- Because some of the components of the printer are bulky, you will need **2 or 3 people** to lift them. See the descriptions that follow for details—a symbol like this is used:

- You are recommended to have a floor area of approximately **6 square metres** for unpacking and assembling your printer.
- The time required to unpack, assemble and set up the hardware is about **30 to 90 minutes**, depending on the model and components (e.g. the stand).
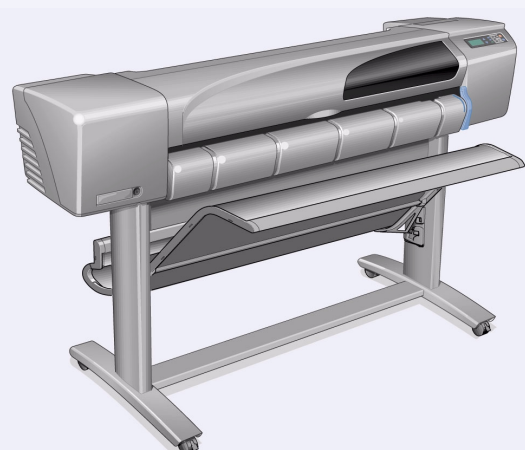
The E+/A0+-size printer with stand and paper bin as standard.
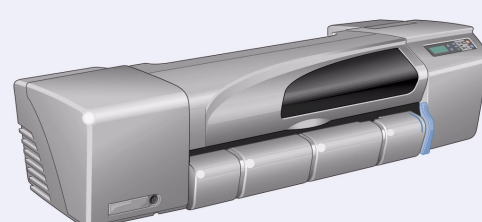

The D/A1-size printer with no stand or paper bin as standard. If you have ordered a stand and paper bin and are installing it now, follow these instructions, as for a E+/A0+-size model.
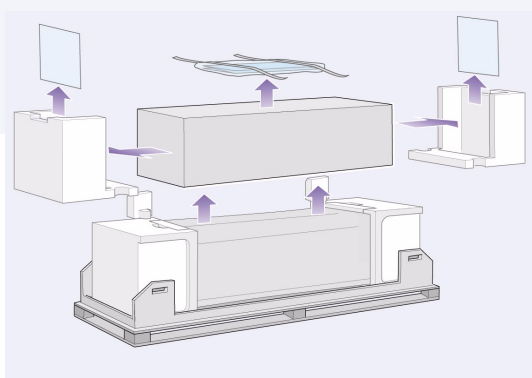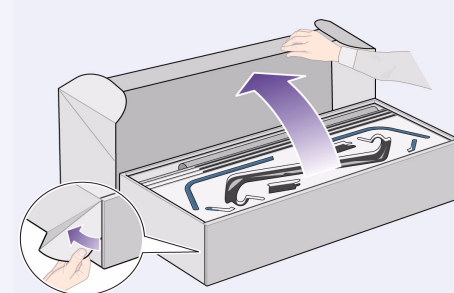
1–Remove:
– (E+/A0+-size model) The large box containing the stand and paper bin. Two people may need to do this, as it's rather large.
– The two packages containing documentation, cables, etc.
– The foam packaging that protects the ends of the printer.
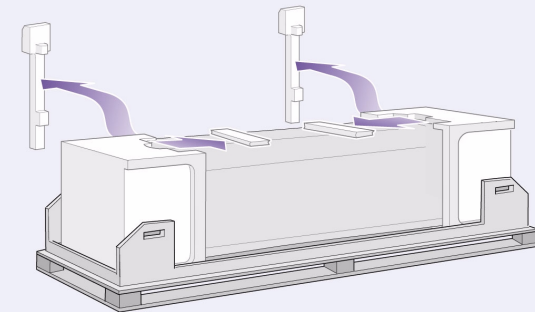
2–Remove:
– The foam restraints on top of the printer.
– The vertical foam struts at the back of the packaging.

3–For E+/A0+-size models and if you have the stand accessory with D/A1-size models, open the box that contains the stand and the paper bin—it's the large box above the main printer body.
3–For D/A1-size models without a stand, go to Stage 6: Locate the Front-Panel Overlay and the *Pocket Guide* on page 4.

3. Assemble the Stand (E+/A0+-size models and accessory with D/A1-size models)
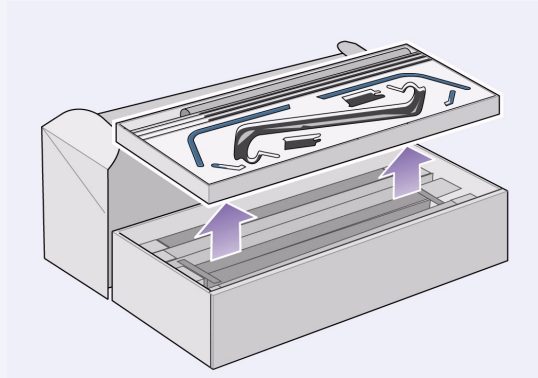
1–Separate the stand from the paper bin. Set aside the cardboard tray inside which separates the components of the paper bin from those of the printer's stand. This gives you access to the stand components.
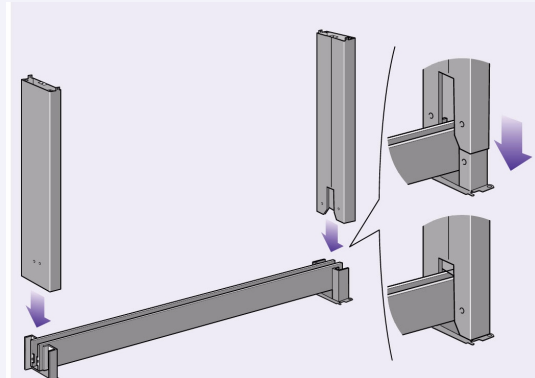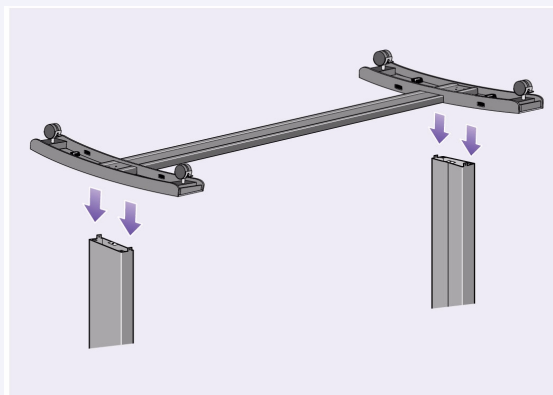
2–Attach the legs to the outside of the cross brace. Note that the stand is assembled upside-down. You'll find the screws and screwdriver inside the cross brace.
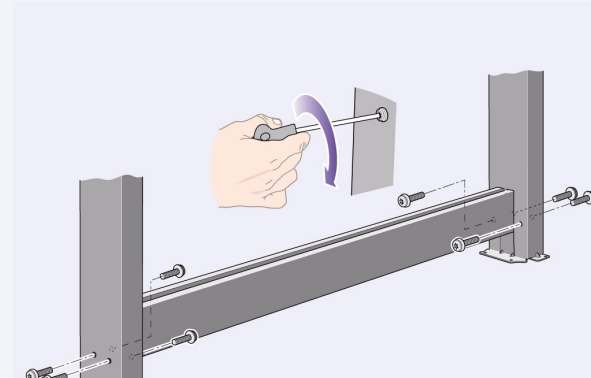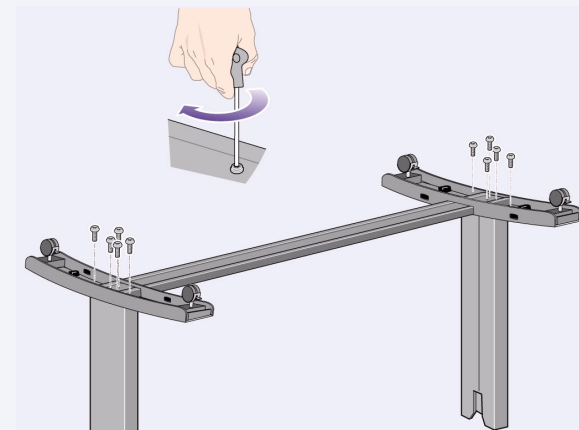
3–Insert eight screws into the legs. Use the smaller screws with washers.
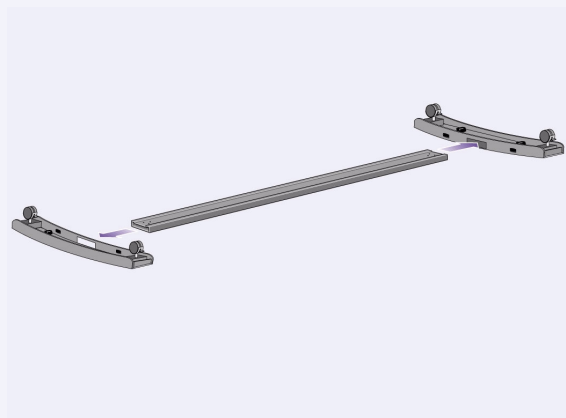
4–Position the horizontal foot brace onto the feet. Push the foot brace into the slot in each foot.
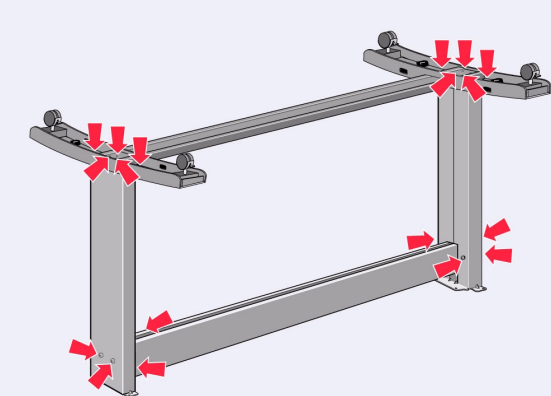
5–Position the feet on the legs assembly. The wings on the leg brackets pass through the feet.

**6–Secure the feet to the legs with ten screws.** Again, use the smaller screws with washers.

## 4. Attach the Stand to the Printer (E+/A0+-size models and accessory with D/A1-size models)

1–Check that all the stand screws are tight.
If you can't tighten all the screws properly, try unscrewing one or two so that the legs, feet and cross braces are properly aligned, and then retighten them.
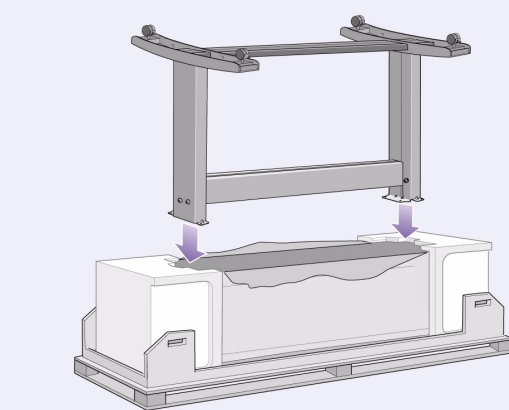
2–Put the stand assembly onto the printer.
Peel open the protective cover and then place the stand onto the printer.
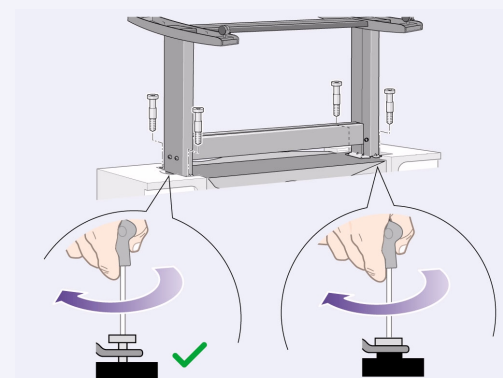
3–Secure the stand with the four screws that have large flat heads. Two screws (on one leg) are secured normally.
CAUTION: Two of the screws on the same leg will appear to be not fully tightened, as they will not go in as far as the others—*they should be firm but not over tight.*
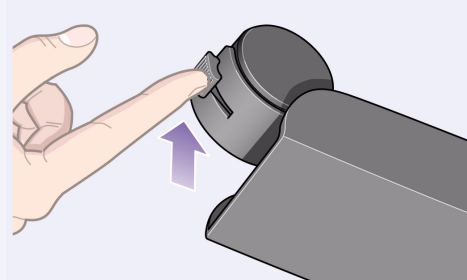
**4–Ensure all four brakes are applied, as shown.**
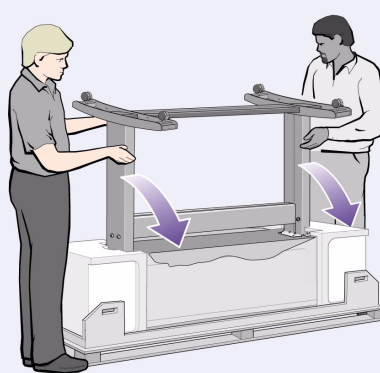
5–Tilt and lift the printer (1):
WARNING: 2–3 people for the E+/A0+-size model; 2 people for the D/A1-size model.
CAUTION: Ensure the area in front of the printer is clear of any obstacles such as packaging or rolls of paper.
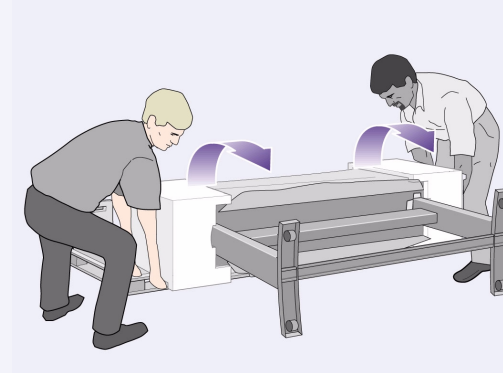
6–Tilt and lift the printer (2): Tilt the printer through 90-degrees onto its side, and then stand it up on its legs. The printer may seem a little wobbly on one side, but that is correct provided the screws have been tightened as indicated in previous steps.
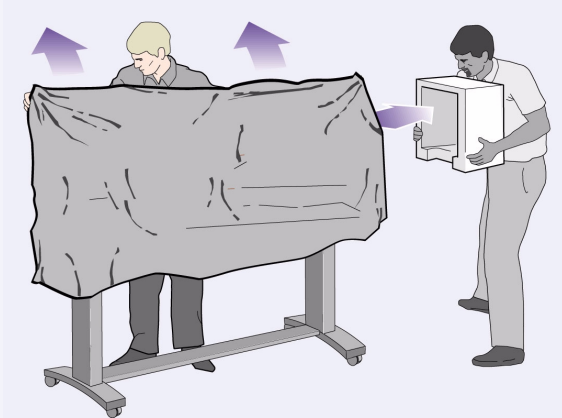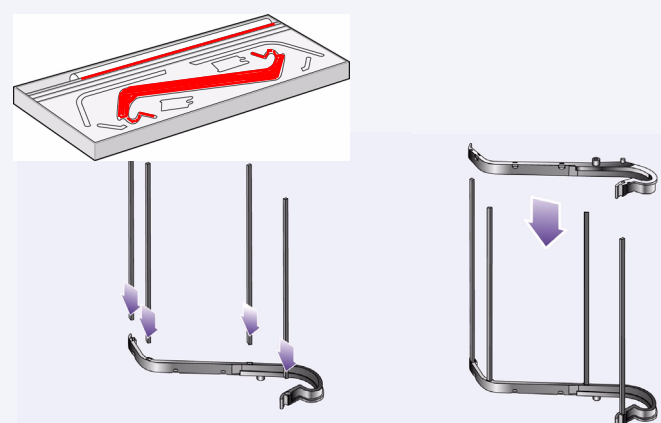
7–Remove the plastic covering and foam end caps.
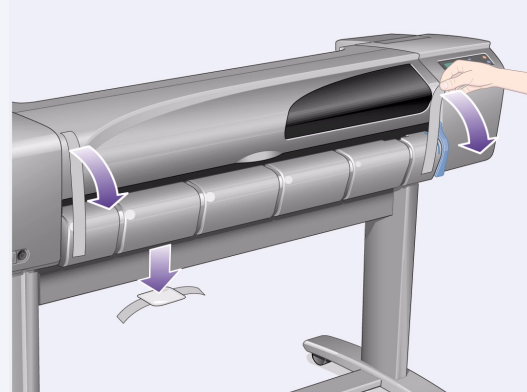
8–Remove the tapes from the window and the spindle. Remove also the small bag of desiccant material.
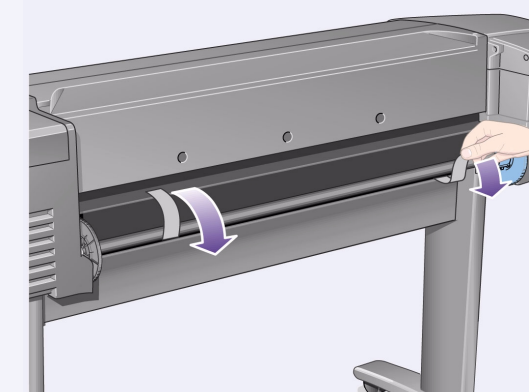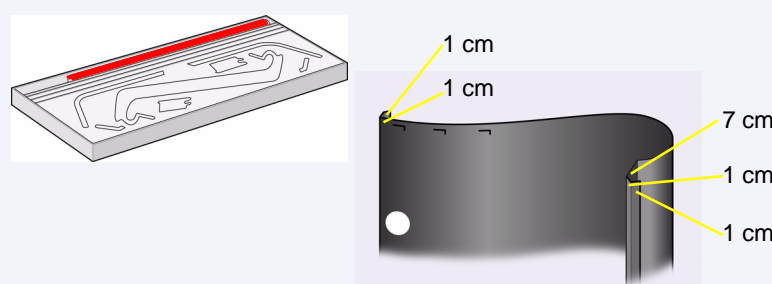
**9–Remove the tapes from the spindle at the back of the printer.**

## 5. Assemble the Paper Bin (E+/A0+–size models and accessory with D/A1–size models)

1–Insert the four bars into the slots in the right bin holder, and then mount the left bin holder onto the four bars.

1 cm
1 cm
7 cm
1 cm
1 cm

2–Remove the bin "film" from its container. You will need to form five creases in the film so that it will fit properly into the bin holders. Four of these creases are 1 cm and 2 cm from each end, both in the same sense, with an orientation circle on the outside. The third crease is also in the same sense, and 9 cm from the end furthest from the circle.
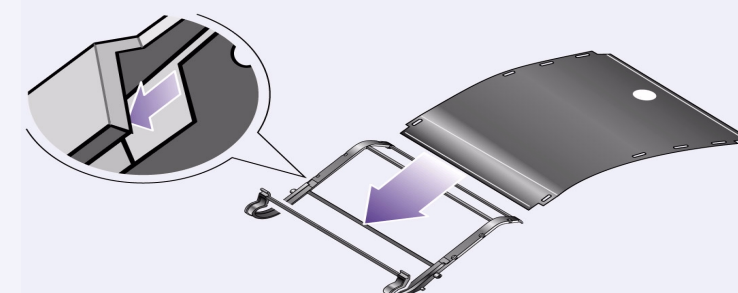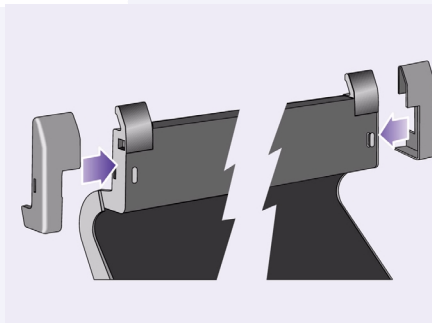
3–Slide the bin "film" into the groove in the bin holders, and bend it into position. Insert the end with the two creases first. Slide the film fully to the end so that the creases are in the correct positions.
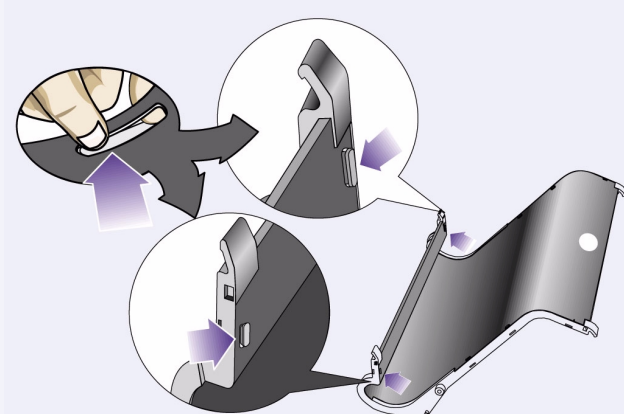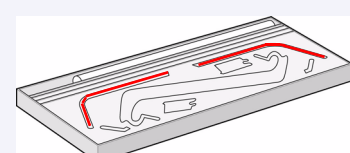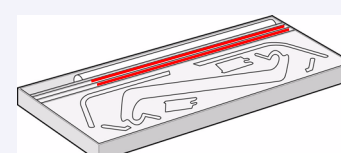
4–Clip the film into place at one end...
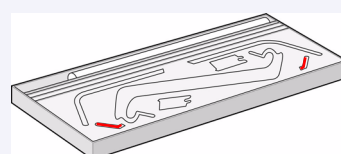
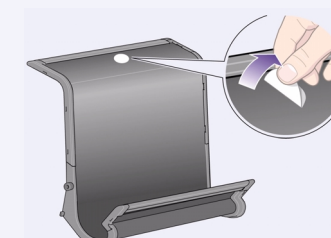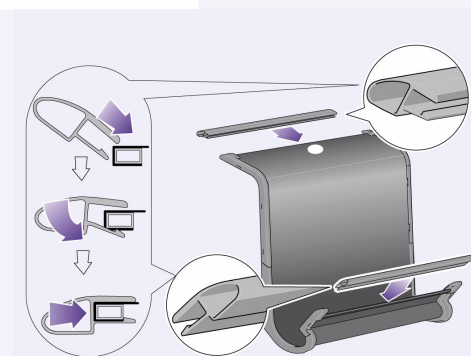**5–...and attach the two caps to this end of the film.**

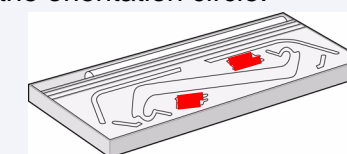**6–Clip the film into place at the other end...**

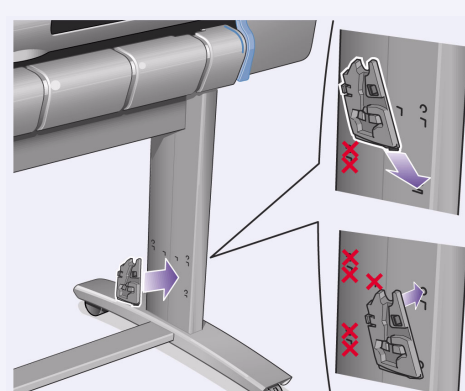**7–...and attach the two caps to this end.**

**8–Clip the end pieces to the film and sides.**

9–The paper bin is now complete. You should now peel off the orientation circle.

In the next steps it will be attached to the printer stand by two adapters which must first be located into the printer legs; then the bin will be slotted into the adapters.

10–Attach the right adapter to the stand. It is marked with the letter 'R', and must be attached to the front part of the right leg. First hook the bottom into its slot and then raise it into place; you should hear two clicks as the top is clipped in.
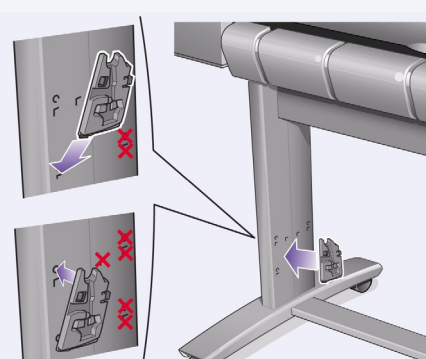
11–Attach the left adapter to the stand. It is marked with the letter 'L', and must be attached to the front part of the left leg.
If you ever need to remove an adapter, the two latches near the top must be unclipped; insert a pencil or similar tool into the hole to release each latch.
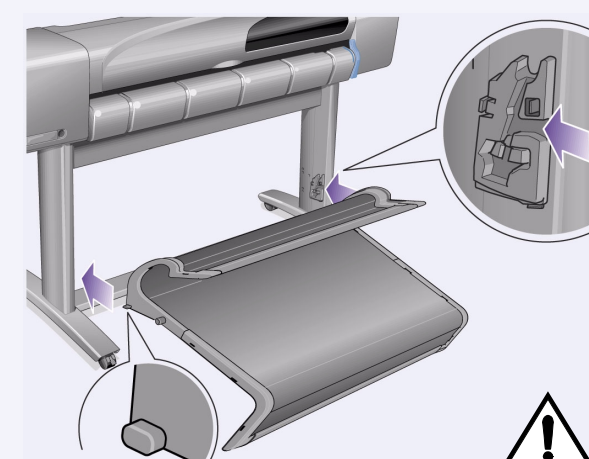
12–Insert the bin onto the adapters. Hold the bin horizontally and insert the small pins into their slots. (It's easier if two people do this for the E+/A0+–size model.)
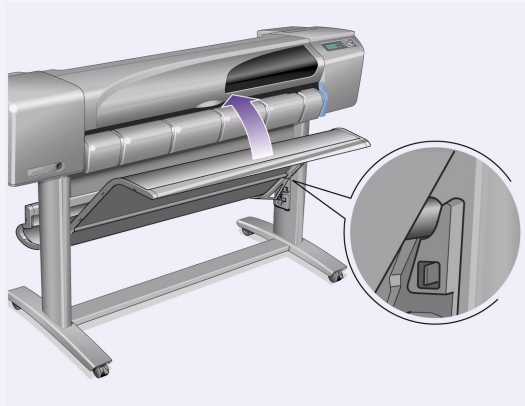
13–Raise the bin into its correct position.
Raise the bin until the large pins align with their slots and the bin drops into place.

6. Locate the Front-Panel Overlay and *Pocket Guide* (all models)

**1–From the red documentation package (the "installation pack") remove:**
– The Front-Panel overlay, for use in the next step.
– The *Pocket Guide*, for use in the next step.
– The ink cartridges, for use in "Insert Ink Cartridges" on page 4.
– The printheads, for use in "Replace Set-Up Printheads with Active Printheads" on page 5.
– The cables, for use in "Switch On and Choose a Language" on page 4 and "Install and Connect a LAN Card" on page 7.
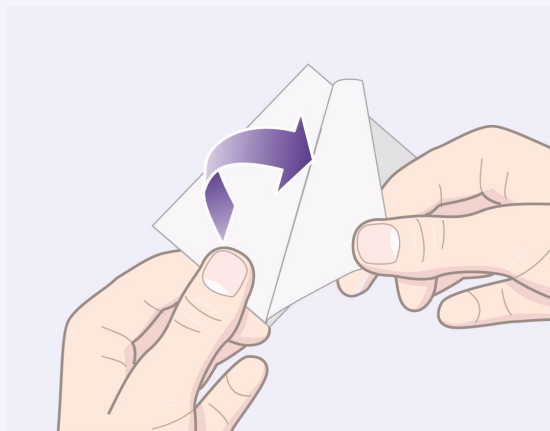
2–Front-Panel Overlay (1) The overlay for the Front Panel of the printer is in the "Installation pack" of documentation and other items. Peel off the backing.
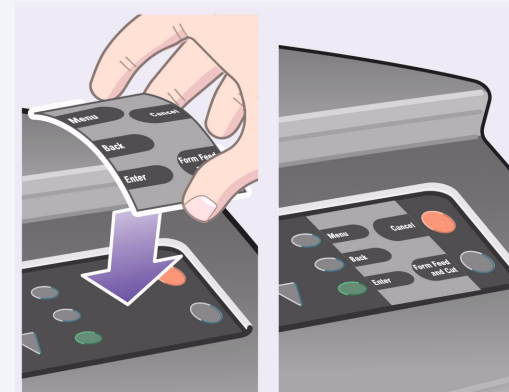
3–Front-Panel Overlay (2) Carefully stick the overlay onto the Front Panel, which is at the right side of the front of the printer.
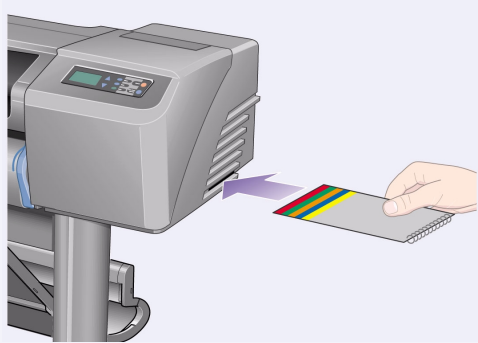
4–The *Pocket Guide* is also In the "Installation pack" of documentation and other items. It contains important information for the use of the printer. We strongly recommend that you put the *Pocket Guide* into the horizontal slot on the right-hand side of the printer, so that users of the printer can refer to it when necessary.

## 7. Switch On and Choose a Language (all models)

WARNINGS
• When the printer is powered on, keep objects such as hair, jewelry and clothing away from the printer mechanisms.
• Make sure that the power cord supplied with your printer matches your AC power outlet connection. Only use a three-wire (earth-grounded) power cord with this printer.
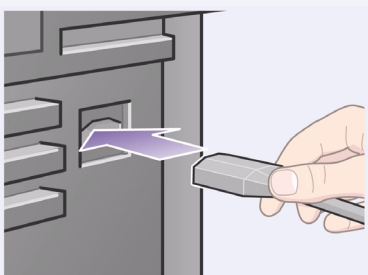
1–Plug the power cord into the socket at the back of the printer and then into the AC power outlet.

2–Switch on if the printer doesn't automatically come on: The printer's On/Off switch is located on the front left of the printer. It is a simple push-button switch with a green light (LED) to indicate when it is On. Switch the power on by pressing the button once. If there is no sound from the printer and no light on the switch's LED, you have a power problem. Check the power cord connections and power source.
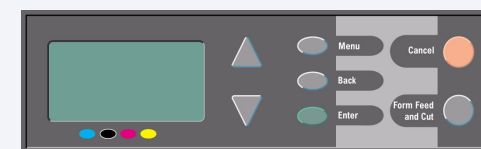
3–Select a language: After up to a minute, the printer's front-panel menu will invite you to set the language. The menus are available in the following languages:
English, Italian, Portuguese, German, French, Spanish, Catalan, Japanese, Korean, Traditional Chinese, and Simplified Chinese.
On the front panel, press the Δ or ∇ key until the language you want is highlighted.
Then press the **Enter** key to select the language.

8. Insert Ink Cartridges (all models)
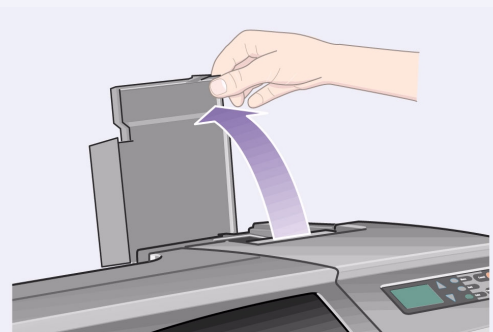
1–Open the ink cartridge cover and remove the packaging from the ink cartridges, which are in the "Installation pack" of documentation and other items.
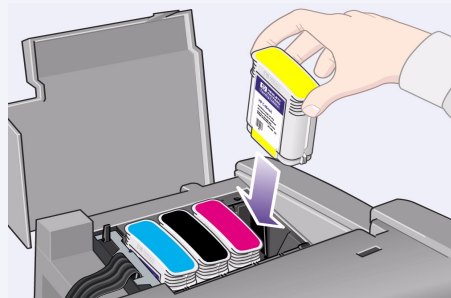
2–Insert the ink cartridges into their correct positions. Colored labels on the ink cartridges must correspond with the same colored labels on the printer.
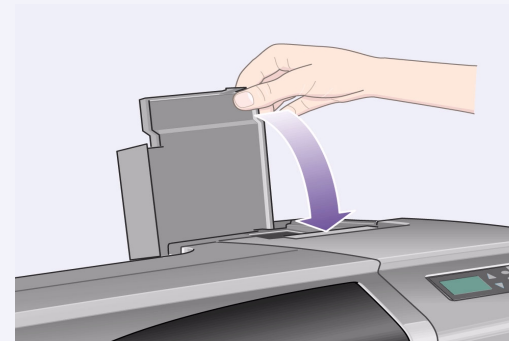
3–Close the ink cartridge cover. The printer starts to initialize its ink system as soon as the last cartridge is inserted. Wait for about a minute until this has finished.

The set-up printheads are provided to protect the ink system while the printer is being transported from the factory, and to fill up the ink tubes inside the printer when it is first initialized. They must be replaced by active (normal) printheads when the printer's tubes have filled with ink.

Set-up printheads cannot be used for printing.

It is important not to remove the set-up printheads too early, as they are required while the printer is being initialized.

When you have removed the set-up printheads (as described in this stage), you should throw them away, as they cannot be used for printing and are not needed any more.
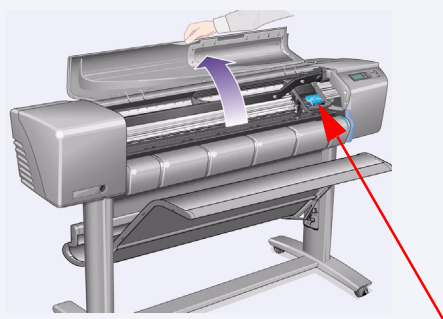
1–When you are prompted to do so in the front panel, open the window and locate the carriage assembly. This will be accessible once the ink tubes and set-up printheads have filled with ink.

2–Release the latch on the printhead cover. You may need to hold this latch up out of the way during the next steps.
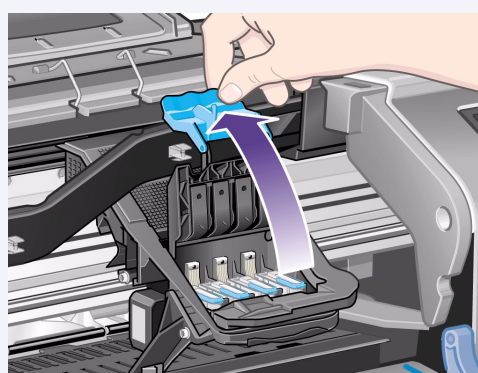
3–Lift up the printhead cover; this will give you access to the set-up printheads.
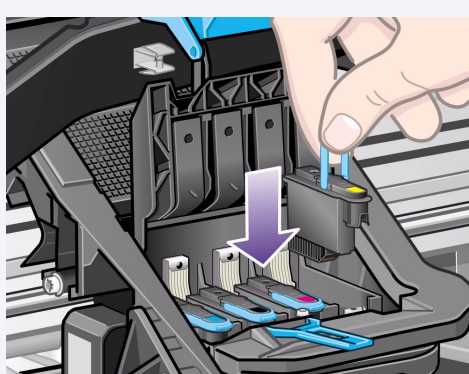

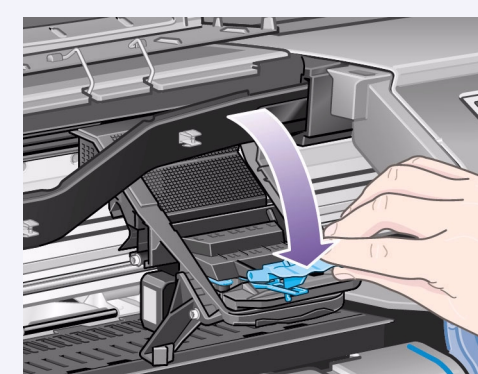**4–To remove a set-up printhead,** lift up the blue handle.

5–With controlled force pull the blue handle upwards until the printhead is released from the carriage assembly.
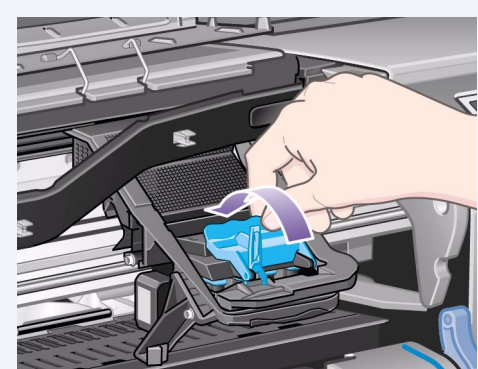

**6–Remove the tape from the new printheads.**

7–Insert a new normal printhead ensuring that the colored label on the printhead corresponds to that on the printhead slot.

8–When you have replaced all the set-up printheads with normal printheads, pull the printhead cover down over the printheads, ensuring that the cover hooks over the latch.


9–Close the latch on the printhead cover. The latch may feel rather stiff, but don't worry as it needs some pressure to close it.
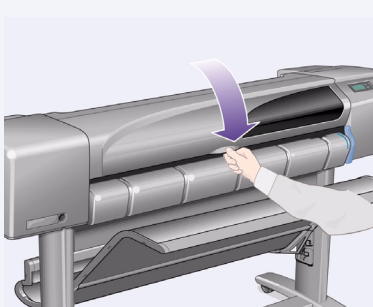

10–Close the window. After the replacement of the set-up printheads, the printer checks that the normal printheads are functioning correctly. This may take several minutes. You will be prompted to accept **Printhead Alignment**—correct alignment of the printheads is essential for good-quality printing. For this you will need to load paper, as described in the next stages.

10. Load a Roll of Paper (all models)

The printer will now use a certain amount of paper for checking and calibration. (If you prefer to use sheet paper, see the *Pocket Guide* for loading instructions.)
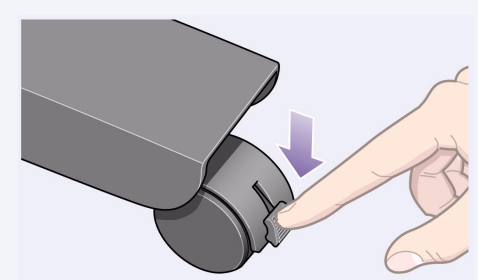
1–If your printer has legs, make sure the printer wheels are locked (the brake lever is pressed down) to prevent the printer from moving.
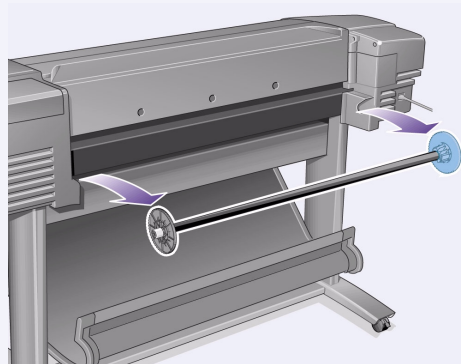
2–At the back of the printer, remove the empty spindle by pulling firmly on each end as indicated.

3–The spindle has a stop at each end to keep the roll in position. The stop that is colored blue can be removed to mount a new roll; it slides along the spindle to hold rolls of different widths.
Remove the blue-colored stop from the end of the spindle, and stand the spindle vertically, with the fixed stop on the floor.
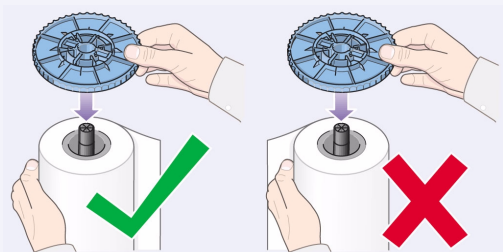
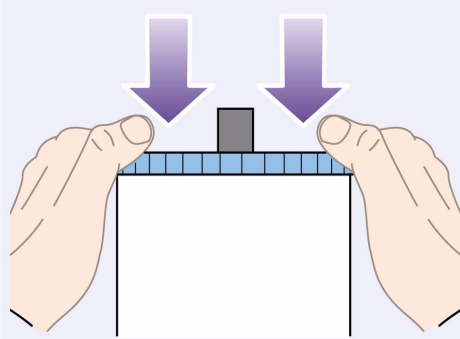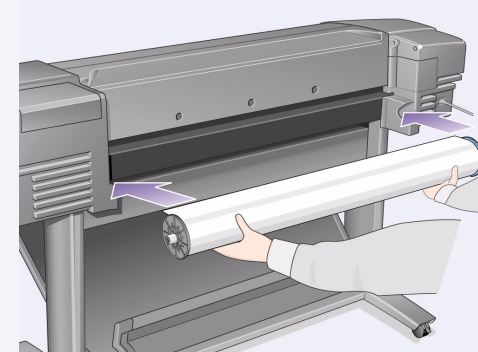**4–Slide the new roll of paper on to the spindle.** Make sure the orientation of the paper is loaded exactly as shown. If it is not, remove the roll, turn it through 180 degrees vertically and slide it back on to the spindle.

5–Put the removable stop on to the upper end of the spindle, and push it down as far as it will go.

6–With the blue-colored roll stop on the right (as seen from the back of the printer), slide the spindle into the printer left and then right as shown by the arrows. The paper should oriented on the roll exactly as shown.
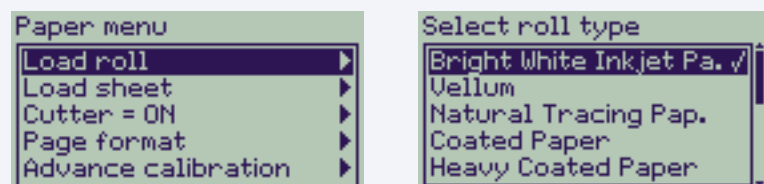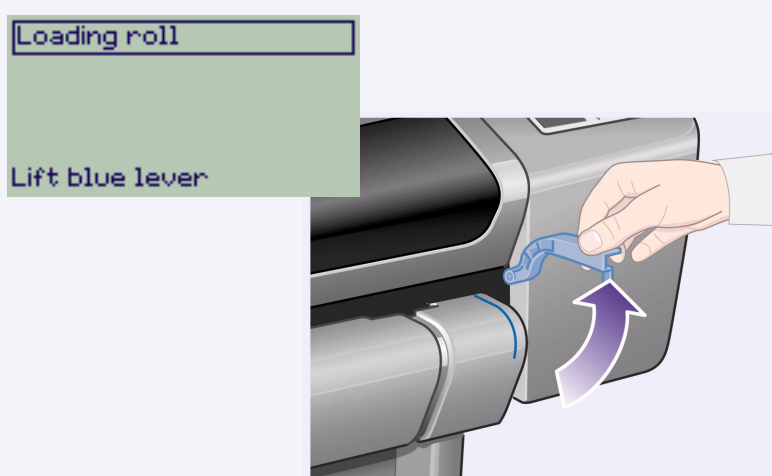
**7–A front-panel message prompts you to load paper to align the printheads.**

Press the **Enter** key.

Then, as above left, select **Load roll** (or **Load sheet**, if you prefer–see the *Pocket Guide* for loading instructions) and press **Enter**.

Using the Δ or ∇ keys, select the type of paper loaded (see above right) and press the **Enter** key. (If in doubt, you should find the 'type' of the paper on its box.)
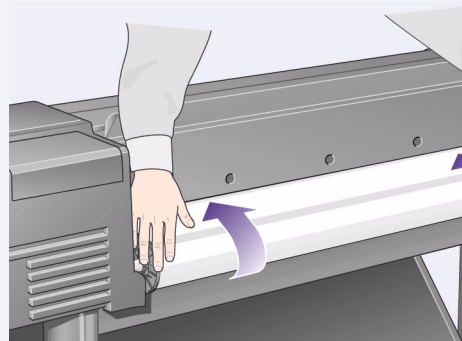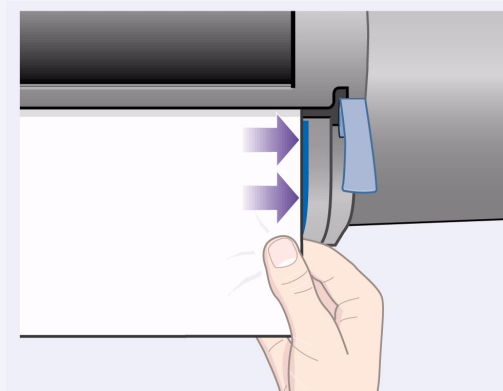
8–Lift the blue paper-load lever.
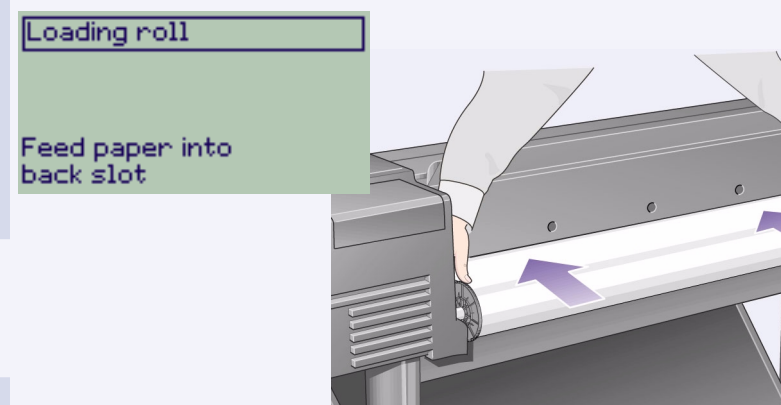
9–From the front of the printer lean over the top and feed the paper towards you into the slot at the back of the printer, as shown here. (You may find it easier if the paper bin is pushed back out of the way.)
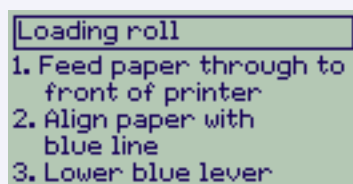
10–Follow the prompts (see steps 11 to 13). Try to avoid touching the paper in the middle (keep your fingers as close as possible to each edge). Handle glossy paper by the edges or wear cotton gloves. Skin oils can interact with the ink and cause it to smear.
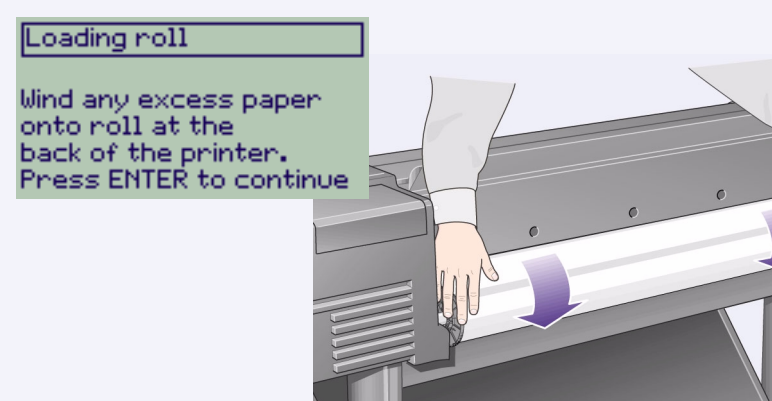
11–Leaning over the printer, feed the paper through towards the front.

12–At the front of the printer, align the paper against the blue line as shown here.
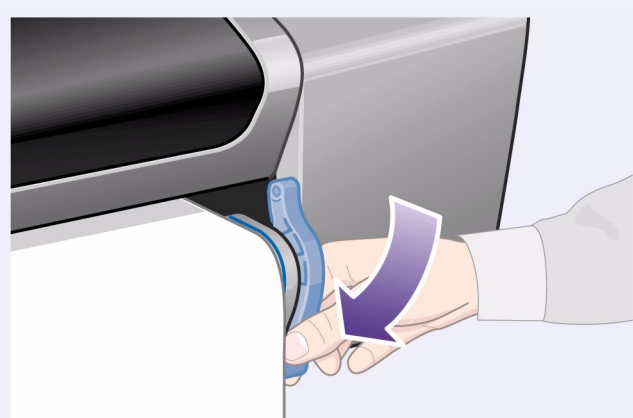
13–Lower the blue paper-load lever. The printer checks the alignment of the paper.
If it is not correctly aligned, the front panel displays help instructions. The printer trims the edge of the roll.

14–If there is an excess of loose paper wrap it back onto the roll by turning the roll; then press **Enter**.

15–The printer will now print its alignment pattern, using the paper you have loaded.
If there is a problem printing, check the front panel error messages. Explanations of these messages are in the *Pocket Guide* (which you should have inserted in the slot on the right-hand side of the printer).
You should not cancel the alignment print as correct alignment of the printheads is essential for good-quality printing.
You may also be prompted to let the printer perform its Color Calibration routine. Again, don't cancel this as it will help ensure that the colors printed are best for the paper you have loaded.
Printhead Alignment and **Color Calibration** are different processes and should both be done when required. They are briefly described in the *Pocket Guide* and more fully in the online *User's Reference Guide*.

11. Understand Printer Connections (all models)

If you have purchased a **network card,** for connecting your printer to a local area network (LAN), now is a good time to install it—see Stage 12 below.

Also install now any HP-GL/2 Accessory card and any additional **memory** for your Accessory card. See the instructions packaged with these items for full information on how to install them. The HP-GL/2 Accessory card is installed in much the same way as a LAN card, as in Stage 12 on page 7.

See Stage 12 on page 7 for connecting a LAN cable.

If you use a PC with Windows 98 and a USB connection, see Stage 13 on page 7.

For details of how to install the software you may need (except with a PC running Windows 98 and a USB connection), turn to Stage 14 on page 8.

**Sockets for connecting your printer to a computer or to a network**
The diagram on the right shows the sockets (or "ports") that you can use.
• The USB and parallel sockets are at the back of the printer, alongside the mains socket.
• The LAN cable socket is inside the back cover of the printer—see Stage 12 on page 7 for how to access it.

USB socket

Parallel socket

LAN cable socket (inside back cover)
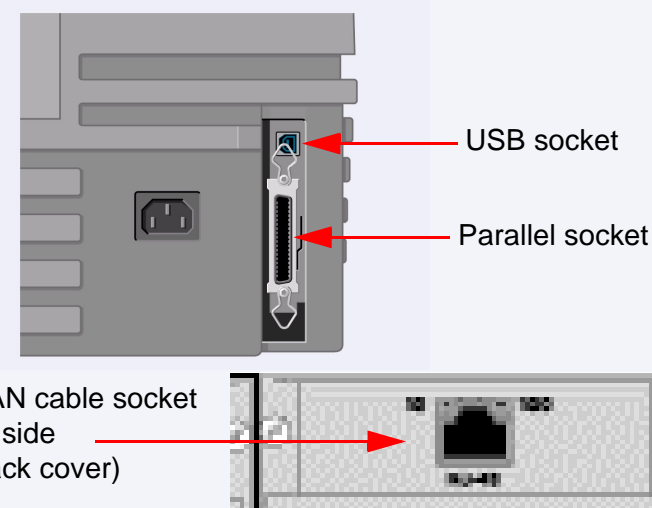
NOTE: An internal **HP JetDirect Print Server** may already be installed in your printer, inside the compartment at the top left rear of the printer. If it is, skip to step 8 below.
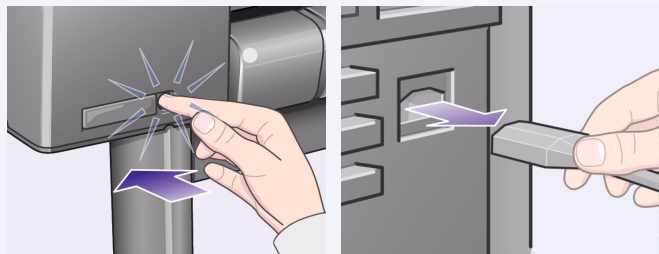

1–Before installing a card, switch off the printer and unplug it from the mains electricity supply.
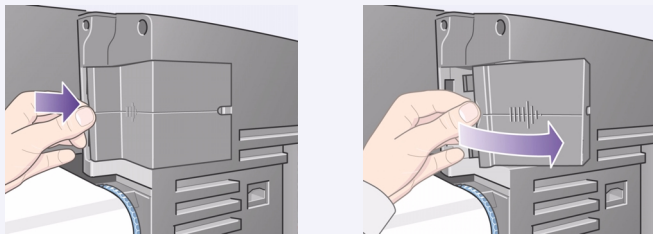

2–Carefully remove the plastic cover from the left-hand back of the printer by unclipping it. This cover gives access to the two slots for an Accessory card and a LAN card.

a. Press in the thumb-tab on the side furthest from the edge that has the cable-hole.

b. Ease the cover out in the direction of the embossed arrow, pivoting it by the hinge clips on the side that has the edge cable-hole.
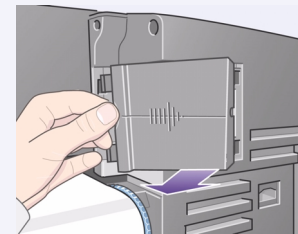

3–Remove the cover completely. Inside the compartment there are two slots for a LAN card or an Accessory card.

You can use either slot for either card, but we recommend putting a LAN card on the left (nearer to the front of the printer) and an Accessory card on the right. In this way the cable from the LAN card can easily pass through the slot in the door.
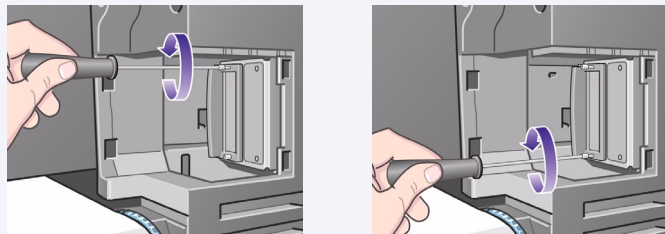

4–To insert a LAN card (or an Accessory card), remove the metal cover from the appropriate slot by unscrewing its two screws. You can use a screwdriver or do it manually.
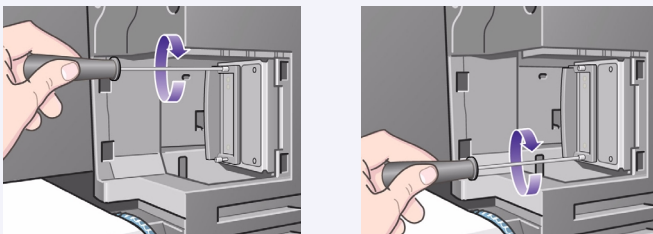
5–When you have inserted the card, screw it into place, using its two screws (at the top and bottom of the card). Again, this can be done with a screwdriver or manually.
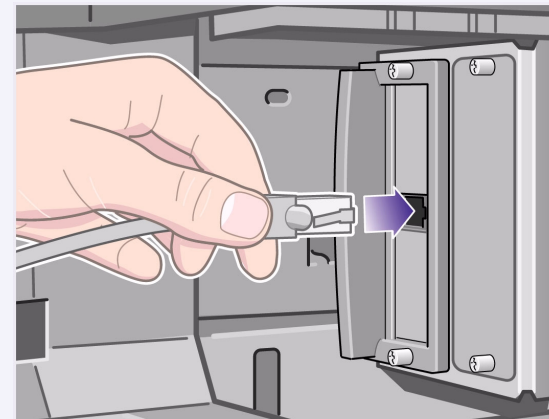
6–Insert the LAN cable into the LAN card–it is simply pushed into place with a click.
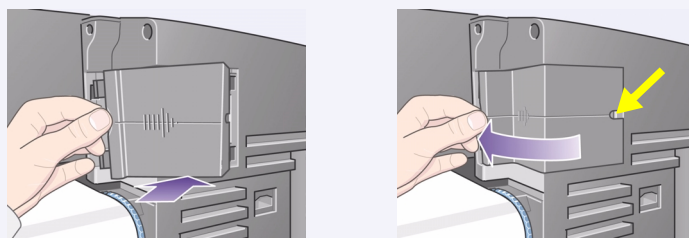
7–Carefully replace the plastic cover by clipping it back into place:

a. Put the two hinge clips on the side that has the edge cable-hole into their slots.

b. Swivel the cover in the direction opposite to the embossed arrow and clip the other two tabs on the opposite side into their slots. Ensure that the LAN cable passes correctly through the edge cable-hole (shown by the yellow arrow) and avoids touching the roll of paper on the spindle.

**8–Network Printer:** To obtain the information you'll need when you install the software:
• Go to the **Set-up** menu in the printer's front panel.
• Select **I/O Set-up** and press **Enter**.
• Select **Card ID** and press **Enter**.
There you will find the hardware address of your printer, as MAC=xxxxxxxx.

You may also require an IP address or an AppleTalk name, for which the software will prompt you.

You have now finished the hardware assembly and set-up of your printer. If you are running Windows 98 and a USB (Universal Serial Bus) connection to your printer, continue with Stage 13. Otherwise **connect the LAN cable** (if any) to your network and turn to the next page.

Now you are ready to start the software set-up. Turn to the next page. (If you are running Windows 98 and are connecting your printer with a USB (Universal Serial Bus) cable, continue with Stage 13.

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13. Using a USB Connection (all models under Windows 98)
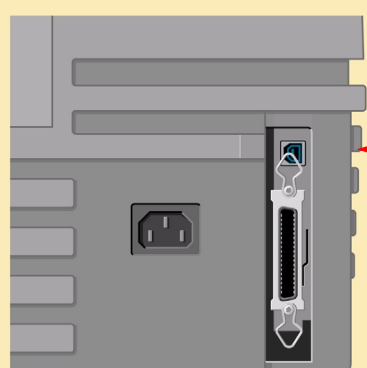

USB socket

1–To use a USB port on a PC running Windows 98 or Windows 2000, connect the USB cable to your computer and then to the printer. For Windows 2000, go next to Stage 14, "Set Up Your Software" on page 8. For Windows 98 the "Add New Hardware Wizard" should appear on your computer screen. Click "Next>".
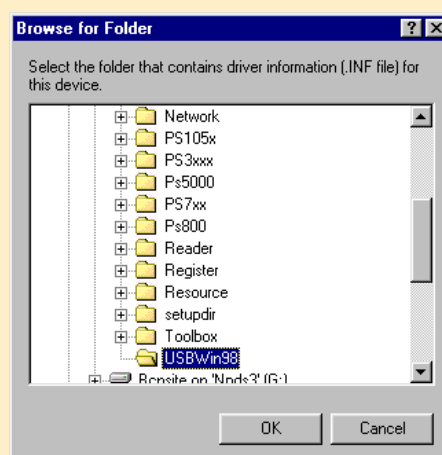

2–What do you want Windows to do? [The rest of Stage 13 applies to Windows 98 only.] Select "Search for the best driver for your device" and click "Next>".
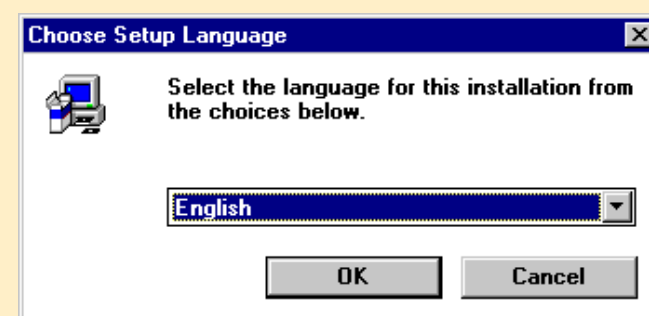

3–Windows will search for new drivers... In this screen, select "Specify a location" and click "Browse...".
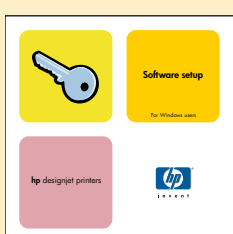
4–Insert the *HP DesignJet Printers Software Setup* **CD into your CD-ROM drive...**


5–...and browse to the USBWin98 folder. Select that folder and click "OK". Windows will then install the USB driver for the printer.

6–You are now ready to install other software for your printer. When Windows finishes the USB driver installation, you should see the screen above. If you don't see this screen, run the SETUP.EXE program in the root directory of the *HP DesignJet Printers Software Setup CD*.
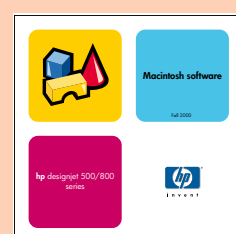Follow the on-screen instructions to install the software.

Windows
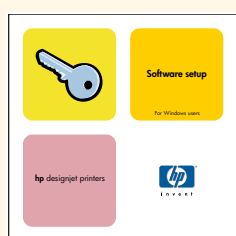
Use this CD

See "Using a USB Connection" on page 7 if you run Windows 98 and are using the USB port.

Macintosh

Use this CD
(HP DesignJet 800 Series Printers)

UNIX

To install network software, insert the *HP JetDirect* CD.

How will this Printer be connected to your Computer?

Network Setup

Printer   Your PC

1. Connect the printer to the network.
2. Make sure the printer is properly setup, turned on and ready to print.
3. Insert the HP DesignJet Printers Software Setup CD and answer the questions. (If the CD does not start automatically, run the SETUP.EXE program in its root directory).

Select the type of network setup

Direct Connect (parallel or USB cable)

Printer   Your PC

1. Make sure the printer is properly setup, turned on and ready to print.
2. Make sure the printer is connected to your computer via a parallel or USB cable and that all the cable connections are connected properly.
3. Insert the HP DesignJet Printers Software Setup CD and answer the questions. (If the CD does not start automatically, run the SETUP.EXE program in its root directory).
4. Follow the instructions to complete the software setup.

Client Setup

The printer is already set up as a shared device on the network and is managed by a server or another PC.
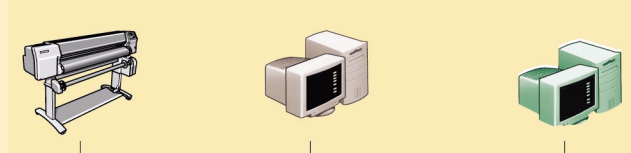
Printer   Printer Server   Your PC

4. When you get to the Network Printer Setup screen, select **Client Setup.**
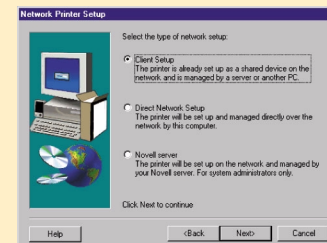
5. Follow the instructions to complete the software setup.

Direct Network Setup

The printer will be setup and managed directly over the network by this computer.
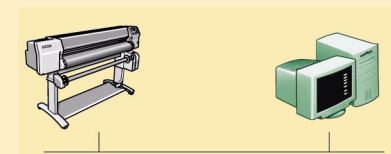
Printer   Your PC

4. When you get to the Network Printer Setup screen, select **Direct Network Setup.**
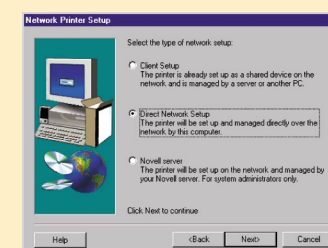
Novell Server Setup

The printer will be setup on the network and managed by your Novell server.
For system administrators only.
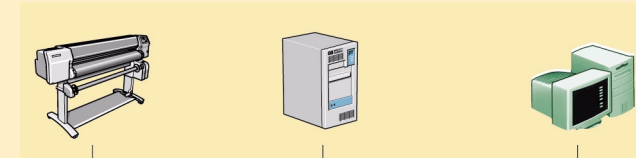
Printer   Novell Server   Your PC

4. When you get to the Network Printer Setup screen, select **Novell Server Setup.**

5. Follow the instructions to complete the software setup.

If you have Internet access, you can also get the software from HP's Web Site, the HP Download Service, Compuserve or AOL. You will find more through the driver software installation instructions, and a description of all supported installation methods on our web site, www.hp.com/go/designjet.
For detailed information about all CDs see the documentation supplied with them. (There may be other CDs in the box with your printer, they contain samples and additional material—use them later).
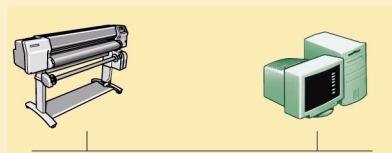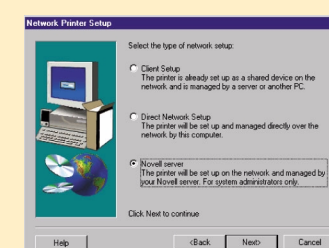
Hewlett-Packard Company
Inkjet Commercial Division
Avda. Graells, 501

Macintosh is a product of Apple Computer Inc. PostScript is a trademark of Adobe Systems Incorporated.
Unix is a registered trademark in the United States and other countries licensed exclusively through X/Open Company Ltd.

Don't forget...

• Keep the packaging in which your printer was packed; there are repacking instructions on the HP web-site, www.designjet-online.com, in case you need to return the printer. (If you no longer have this packaging when you need it, a Repackaging Kit is available from HP.)

• The blue documentation pack (the "day-to-day pack") is for the day-to-day use of the printer and should be made available to its users.)

• The *User's Reference Guide* for this printer is on the *Using Your Printer* CD (in the "Day-to-day" pack of documentation and other items).