hp designjet

815mfp

hp designjet

scanner 4200

quick

reference

guide
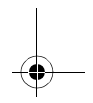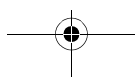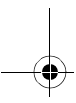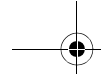
hp invent
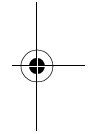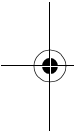
your hp designjet 815mfp

The HP Designjet 815mfp delivers large-format color copies and is as simple to use as a conventional office copy machine. The components of the system are:

■ hp designjet 815mfp scanner

■ hp designjet 800ps printer

■ hp designjet scanner software

your hp designjet scanner 4200

The HP Designjet Scanner 4200 scans large-format prints and can file the scanned images or send them to a networked printer. The components of the system are:

■ hp designjet scanner 4200

■ hp designjet scanner software

where to find information...

You can get online help from the Online Help button [?] in your HP Designjet scanner software.

If you would like to view this information on your computer, you can find the online help files on the 'Using your scanner' CD.

Further information is available from the following sources:

■ The printed Assembly Instructions and Quick Reference Guide that came with your HP Designjet.

■ HP Designjet Online: http://www.designjet.hp.com/.

contents

hp designjet 815mfp & scanner 4200

using your scanner software

using your scanner software

The user interface can be divided into two main sections:

- the viewing section on the left
- the control section on the right

viewing section   control section

image toolbar   preview window

quit   online help   collate copies   preview   reset   stop   copy

copy toolbar

hp designjet 815mfp & scanner 4200   1

The control section consists of the following control tabs:

- Copy: primary copy settings. The options available in the Copy tab will be sufficient for most users and common copy tasks.
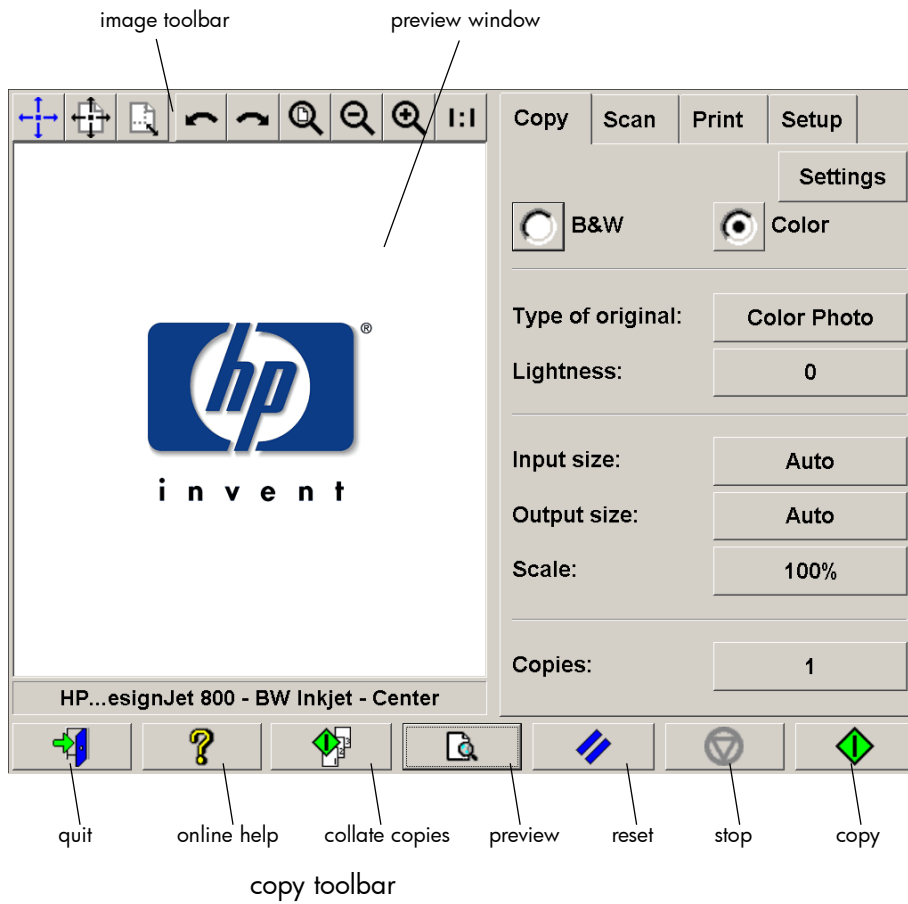- Scan: scan settings used when scanning to file rather than copying.
- Print: settings used when printing saved image files.
- Setup: printer, scanner, and job accounting settings that are likely to be changed infrequently.

The viewing section consists of:

- The image toolbar at the top with tools for moving the image, moving and resizing the paper frame, alignment and zooming tools.
- The preview window for on-screen previewing and adjustments.

The copy toolbar contains the main copy commands and the Help button ⬛ ❓ ⬛ for online help.

entering numbers and names

A text keyboard and a value keyboard appear in the touch screen interface whenever written information is required by the scanner software. You can also use the permanent keyboard below the touch screen to enter text and numbers.

The Enter key accepts your setting and returns to the previous dialog.
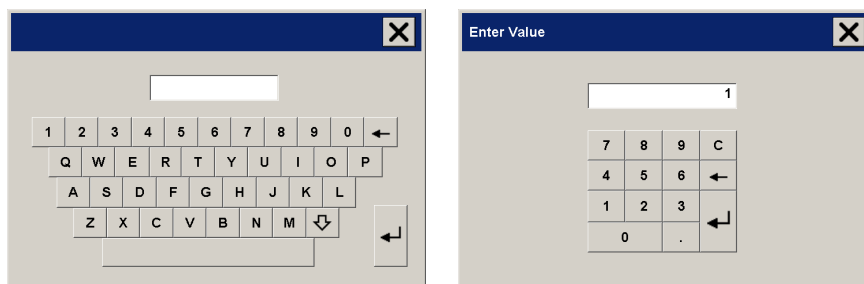
copying (overview)

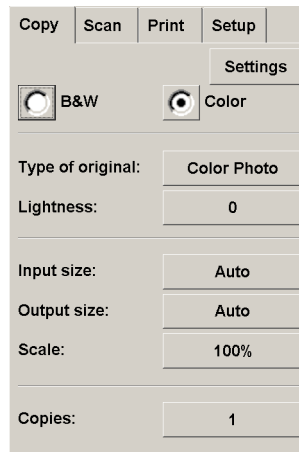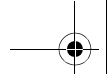With your system up and ready, wide-format color copying is easy, and most copy tasks will require only a few settings. Remember to set your printer media width in your copy system software (see 'How do I set up the printer media width' in your online help).

Copying is controlled through the Copy tab and involves the following steps:

Copy	Scan	Print	Setup
			Settings
◯ B&W		◉ Color	
Type of original:		Color Photo	
Lightness:		0	
Input size:		Auto	
Output size:		Auto	
Scale:		100%	
Copies:		1	

a - Insert the original face down into the scanner.

b - Select Color or B&W (black and white) copying.

c - Select your Type of original template.

d - Set the input size. Usually this will be equal to the size of your original. You can select Auto and let the scanner detect the document's size.

e - Set the intended output size of your copy. For making one-to-one copies, this will be the size of your original. You can also use Scale to determine the copy's size.

f - Press the Copy button.

copying (overview)

To preview the image before printing, press the Preview button
 to load a preview of your copy.

You can use the Stop button to abort the current
preview or copy process.

hp designjet 815mfp & scanner 4200
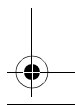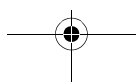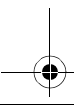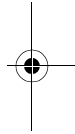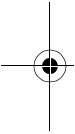
copying (step-by-step)

1 insert your document

You can load your original into the scanner from the scanner's center or side. The current loading method is shown in the Setup tab > Scan Options > Load.
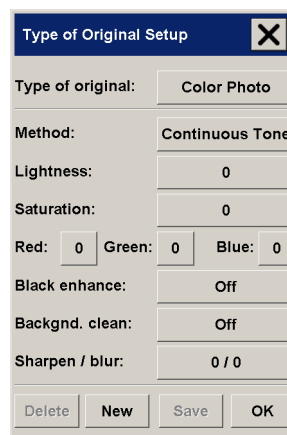
a - Place the document face down with the intended top edge forward in the scanner insertion slot.

b - Slide the document gently into the insertion slot until you feel it pulled into the start position.

2 select color or black-and-white copying

Your selection determines which Type of original templates will be available in the following step.

3 select the type-of-original template

a - Press the Type of original button in the Copy tab.

| Type of Original Setup	✕
Type of original:	Color Photo
Method:	Continuous Tone
Lightness:	0
Saturation:	0
Red: 0 Green: 0 Blue: 0	
Black enhance:	Off
Backgnd. clean:	Off
Sharpen / blur:	0 / 0
Delete New Save OK	

b - In the Type of Original (template) Setup dialog, press the Type of original button to see the list of templates available.
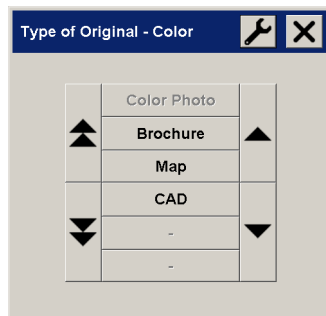
c - Select a Type of Original template that best describes your current input.
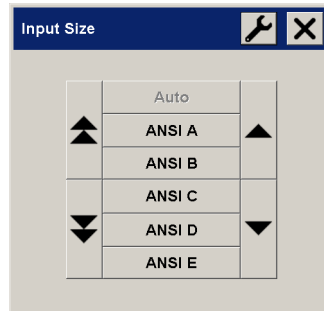
d - Press OK to apply your choice.

4 select the input size

a - Press the Input size button in the Copy tab.
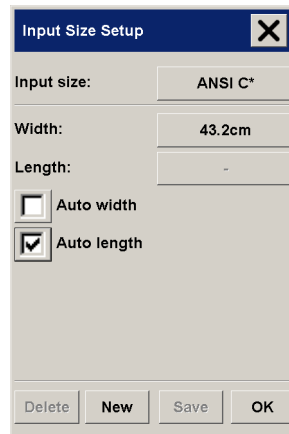
copying (step-by-step)

b - In the dialog box, press the Input size button to display the list of sizes predefined in your system.
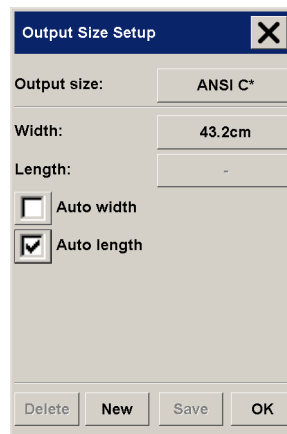

c - Select from the list the size that fits your original. Auto detection of width and length can also be selected.

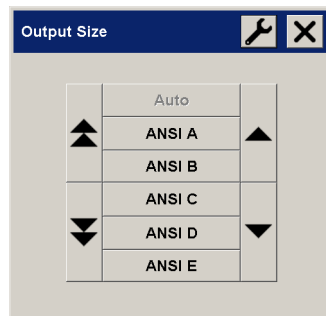**d -** Press OK to return to the Copy tab.

5   select the output size

a - Press the Output size button in the Copy tab.

b - In the Output size Setup dialog, press the Output size button. Auto detection of width and length can be also selected.

Output Size	
	Auto
	ANSI A
	ANSI B
	ANSI C
	ANSI D
	ANSI E

c - Select from the list the size you want for your output copy.

d - Press OK to return to the Copy tab.

6 set the number of copies

a - Press the Copies option if you want to make more than one copy of the loaded original.

b - Enter the number of copies in the edit field. This option allows you to leave the system working unattended.

7 start copying

The Copy button ⬥ starts the copy process with the settings you made.

You can use the Stop button 🛑 to abort the current preview or copy process.
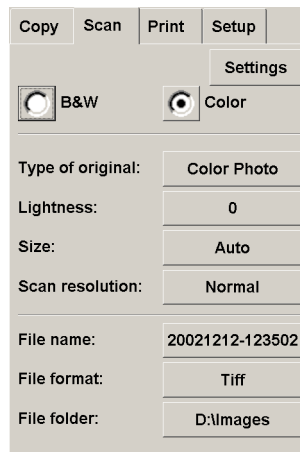
Press the Reset button ↯ to clear your own settings and reset the application to all of the scanner software's default values.

scanning to a file

Scan to file stores your images as files. You can send them to your printer using the print from file function.
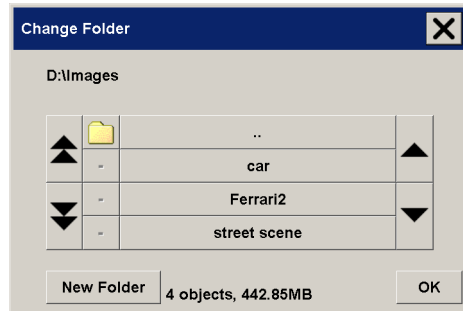
a - Select the Scan tab and set your scan options: type of original, size, filename, etc. Options such as margins, layout, and media profile can be set later in the Setup tab before you print from the file.

Copy	Scan	Print	Setup
			Settings
○ B&W		◉ Color	
Type of original:		Color Photo	
Lightness:		0	
Size:		Auto	
Scan resolution:		Normal	
File name:		20021212-123502	
File format:		Tiff	
File folder:		D:\Images	

Press the File name button to enter a new name. The default filename is the current date and time.

You can change the destination folder by pressing the File folder button.

Change Folder	✕
D:\Images	

📁	..	
-	car	
-	Ferrari2	
-	street scene	

New Folder	4 objects, 442.85MB	OK

b - To change folder:

- use the arrows to find the desired folder.
- press the folder up button (marked "..") to move up to the parent folder.
- press a folder name to enter a folder.
- create a new folder within the current folder with the New Folder button.

**c -** Click OK to return to the Scan to file dialog.

d - Press the Scan to file button 💾 to start the scan-to-file process and save the image.

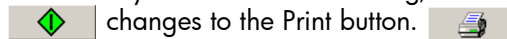hp designjet 815mfp & scanner 4200

printing files

Printing your files is set up and controlled through a convenient print list. You can set the number of copies you want by defining the number for each file individually, by determining the number of sets (how many times the whole list will be printed), or by using a combination of both.

a - Press the Print tab.
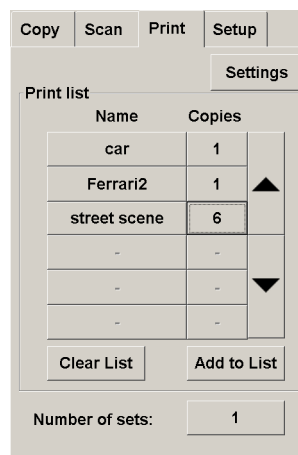
Whenever you enter the Print dialog, the Copy button changes to the Print button.
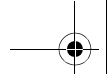
The Print list group displays the files currently selected for printing. If the list is empty or it needs changing, you can select files by pressing the Add to List button.

b - Check or change your Setup tab settings. The current Setup tab settings, such as margins, layout, printer and media profile, will apply to the whole print job.

c - Press the Print button to send the listed files to the printer.

NOTE   **The Print tab is intended for printing files created with the Scan tab; it is not recommended for printing files from other sources.**

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collated copies and copy sets

You can group your images into sets that are stored before going to the printer, and then print a specified number of these sets on your printer.

a - Insert the first document of your set into the scanner.

b - Make your copy settings in the Copy tab dialog.

c - Press the Collate Copy button.

The original will then be copied as normal, but it will be stored inside your system instead of going to the printer.

Continue inserting originals that belong to the set and press the Collate Copy button for each one until all the originals in the set have been scanned.

You can adjust each copy in the set just as you can with single document copying.

d - Set the number of sets by pressing the Copies button in the Copy tab. A set contains all the input originals.

e - Press the Print button to activate the whole copy job.

Abort the Collate session any time by pressing the Reset button.

For jobs that require a high level of control and flexibility, consider using the Scan tab to scan to file and the Print tab to print the files.
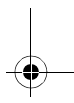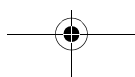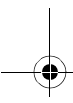
scanning thick media

scanning thick media

⚠️ Your scanner is capable of scanning heavyweight coated paper or cardboard. **Other kinds of thick media are not supported and could cause damage.**

To scan thick media, you can change the insertion slot height on your scanner from 0 to 15 mm (0 to 0.6 inches). You can fit the slot to the thickness of your original.


NOTE **Changing the insertion slot height can affect the scanner's automatic control of border lines between the cameras, which is called 'stitching'.**

To scan thick originals:

a - Open the scanner cover.

b - Press down on the platen as you pull first one slider, and then the other (left and right), towards the scanner's center until the media thickness adjustment sliders found at each side are at the same setting.
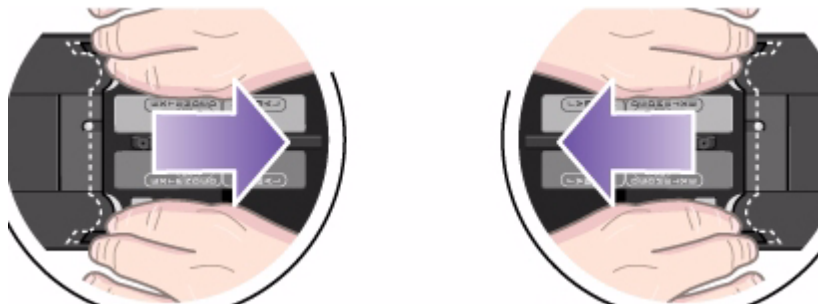
c - Close the scanner cover.
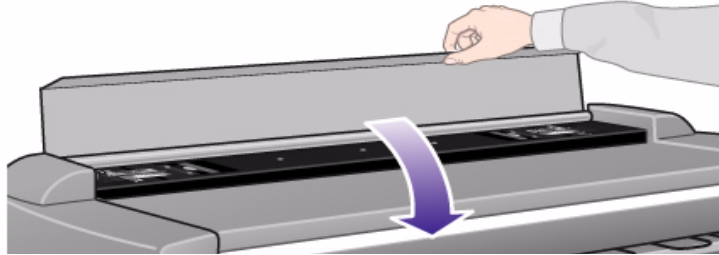
d - Load the thick original you wish to scan. Center loading is recommended with thick originals, so that the media transport rollers grip more evenly.

e - Make a test scan to check for errors. Bulky thick material needs to be supported with both hands on its way in and out of the scanner.
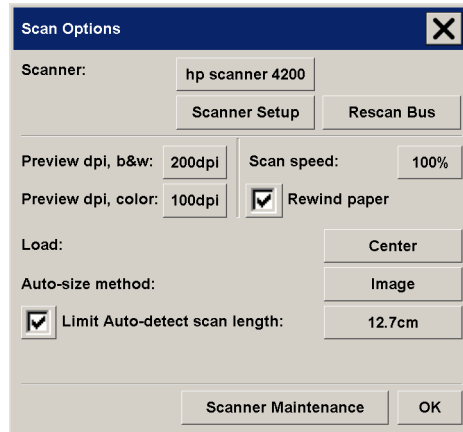
Errors will be easier to see in an image with a clear diagonal line. If lines seem uneven, proceed as follows:

f - In the Setup tab, select the Scan Options button.

hp designjet 815mfp & scanner 4200
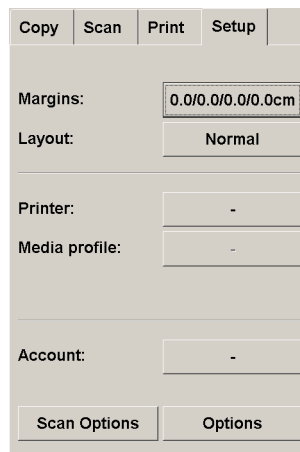
scanning thick media

g - In the Scan Options dialog, select the Scanner Setup button.

h - Select the Extended Thickness tab, and check the box labeled "Use extended thickness paper handling".
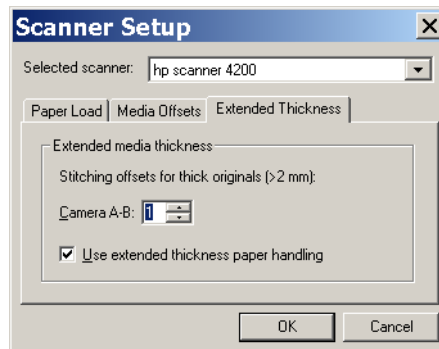
i - Change the value for each of the scanner's cameras. Normally, only positive values should be used.

j - Make test scans and readjust the values until you are satisfied that the lines are stitched correctly.

k - Click OK to accept your settings.
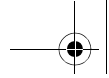
I - Repeat steps (d) to (h) until you are satisfied with the results.

To return the insertion slot height to its Normal position:

a - Press down on the platen as you push first one slider and then the other (left and right) towards the sides of the scanner.

b - When the platen is returned to its Normal position, the message "Paper Guide in Extended Position" will be replaced by the Load option: Center or Side.

hp designjet 815mfp & scanner 4200
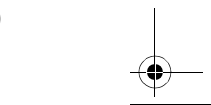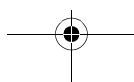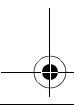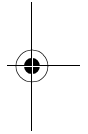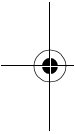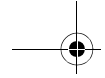
previewing copies

previewing copies

The previewing feature allows you to control your document size and margins visually and readjust or relocate the paper frame on the image. Its size is determined by the size settings made in the Copy tab dialog. The paper frame's size and thickness in the preview window will be determined by the Input Size, Output Size, and Margins settings.

Press the Preview button to load a fresh preview.

zoom all

Setting size and margins, you need a view of the whole image. Resize the image so that it exactly fits in the preview window.

zoom in

The zoom in axis is in the center of the preview window. Continue to press the Zoom In button to the required level of detail.

zoom out

The zoom out axis is in the center of the preview window. Continue to press the Zoom Out button to the required level of detail.
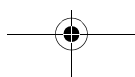
1:1 one-to-one pixel viewing

View the image with one scanned pixel shown as one screen pixel.

resize paper frame

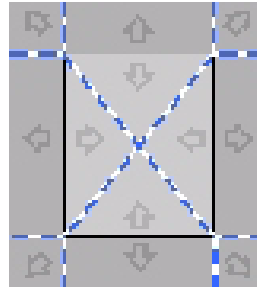The Resize Paper Frame tool is especially useful for copying non-standard paper sizes.

When activated, the Resize Paper Frame Tool partitions the areas around the paper frame into sections. When a section is

touched, the closest frame side or corner is resized to the new position.

move tool

Move the image to get any part of it centered or visible in the preview window.

There are two ways to move the image:

- By dragging anywhere in the image window.
- Touch a point on the screen, and that point will then be centered in the preview window.
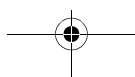
position the paper frame

You can position the paper frame directly in the preview and visually set your copy area.

There are two ways to move the frame:

- By dragging anywhere on the screen. Imagine you are gripping the frame and dragging it around over the image.
- Touch a point on the screen, and that point becomes the new center for the Paper Frame.

  This method is especially useful when you are making spot test strips for printing. It lets you continuously and rapidly reposition the frame on important areas that you want tested.

- Dragging the edges will resize the paper frame and is an alternative to the Resize Paper Frame tool.
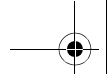
hp designjet 815mfp & scanner 4200

previewing copies

align left and align right

The original appears crooked in the Preview Window. You do not need to reload the original. Press the align buttons to align the image with the paper frame.
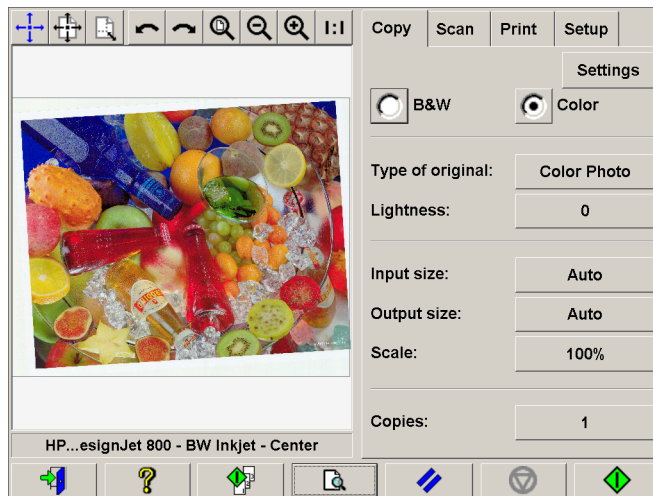
Alternatively, press the Settings button in the Copy tab or in the Scan tab, and select the Auto-align option. This will align your image automatically. If you're not satisfied with the result, press the Reset alignment button, press OK, and align the image manually with the Align Left and Align Right buttons.
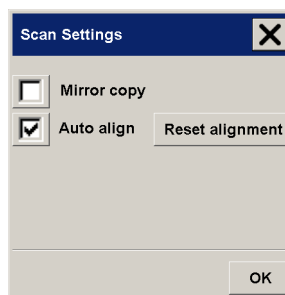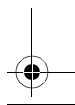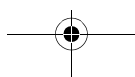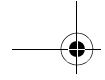
adding a new printer

To add a new HP Designjet printer to the printer list in your scanner software, follow these steps:

a - Press the Quit button and then the Exit button to exit the scanner software.

b - Press the System Setup button.

c - Press the Install HP Designjet button.

d - Follow the instructions on the screen.
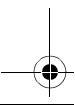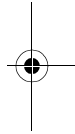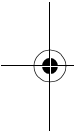
creating a new media profile

creating a new media profile

Before starting the following procedure, make sure you have color-calibrated the scanner, and make sure that the media profile you intend to create is not there in the list already.

a - Press the Setup tab.

b - Press the Printer button. If necessary, press the Tool button.

c - Press the Add Media Profile button.

d - Press the Calibrate RIP button.

e - Set the ink level and the gray balance, then press OK to return to the Media Setup menu.

f - Press the Print Color Sheet button to print a color patch reference sheet.

g - Load the color sheet into the scanner face down, aligning the arrow to the 10.5-inch mark (26.7 cm) measured from the right side of the scanner.

h - Press the Name and Scan Sheet button to assign a name to your new media profile.

**i -** Press the Enter key to accept the new name and begin scanning the color sheet.

The media profile is now in the list of available media profiles.

You can use the Delete button to delete media profiles. Only user-created profiles can be deleted.

You can use the Rename button to rename media profiles if needed.

You can use the Validate button to check that the media profile is valid for your combination of scanner and printer.
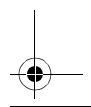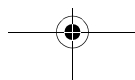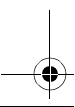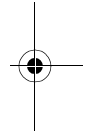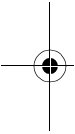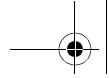
scanning and copying files to CD

Your HP Designjet is capable of writing to compact discs in the same easy way as it writes to any other storage medium.

First, insert a blank CD into the touch screen's CD drive. You may also be able to write to a partly-used CD, if the CD has not been 'closed'.

Then, follow the normal steps for scanning or copying, but send the files to drive E: (the CD drive).

When you have finished, press the eject button on the CD drive to eject the CD. There will be a delay of about 45 seconds before the CD is ejected.
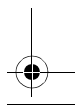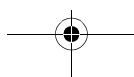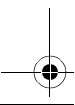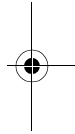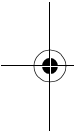
touch screen error messages

The following table lists error messages, error codes, and the recommended course of action in each case. If the recommendation does not solve your problem, try restarting the system.

If you see an error code with no error message, then you must contact HP Support.

message	code	recommendation
No scanner was found.	none	Check that the scanner is powered on, and that the FireWire cable between the scanner and the touch screen is correctly connected at both ends. Then press the Rescan button.
The printer cannot be detected.	none	Check that the name of the printer is displayed on the printer button in the Setup tab, that the printer is powered on, and that the printer is connected to the scanner.
When combining thick media handling (paper guide in extended position) with auto-size detection, the size detection must be done separately by running a preview scan before the final copy or scan operation.	-19	Perform a preview scan, reloading the original into the scanner.
The folder must be empty	-11	Check that the folder is empty before deleting it.
The currently selected printer is not installed on the system.	-9	Install a Windows printer driver for the currently selected printer.
No scanner selected or selected scanner not present	-6	Check that the scanner is turned on. Check that the scanner is selected.

message	code	recommendation
No media profile selected for current printer	-2	OK and run operation without media profile. Cancel and prepare a media profile before performing operation.
No printer selected	-1	Check that the printer is connected. Check the printer's configuration.
Invalid scan coordinates. The paper frame was placed fully outside the scan image.	2	The paper frame was placed fully outside the scan image. You can reposition the paper frame so it covers some of the scannable area.
Not enough disk space for spool file	6	Make sure the environment variable TEMP (or secondary TMP) points to a folder with plenty of space.
The scanner is currently on standby. Please press the soft power button on the scanner to activate it.	8	Press the button.
Error printing colorsheet	1003	Check the printer.
Error detecting index-mark	1013	Reinsert the sheet and ensure it is aligned correctly and in the right position.
Sheet bad aligned	1014	Reinsert the sheet and ensure it is aligned correctly and in the right position.
Error detecting left margin	1015	Reinsert the sheet.
Error detecting right margin	1016	Reinsert the sheet.
Error reading colorsheet	1017	Check that you have inserted the correct sheet.
CLC aborted	1018	The user canceled the color map operation.

touch screen error messages

message	code	recommendation
Wrong insert position?	1019	Reinsert the sheet and ensure it is aligned correctly and in the right position.
Can't find top of sheet	1020	Check that the sheet is inserted in the right position.
Can't find bottom of sheet	1021	Check that the sheet is inserted in the right position.
Does not correspond to this version of clc.dll!	1022	An incorrect version of the language resource DLL has been installed. Install a version of the DLL in the correct language.
Unable to open device for reading	2004	Check that the scanner is available.
Unable to open device for writing	2005	Check that the printer is available.
Unable to read from device	2006	Try again.
Unable to write to device	2007	Try again.
Destination already exists	2013	Use another file name.
The scanner is initializing or warming up.	13496	Wait until the power light on the scanner is on and the other lights are off.
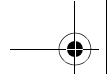
scanning problems

If you notice problems with your scanned images, such as dirt spots, scratches, or inconsistent coloring, perform the routine maintenance procedures explained in your online guide, which include cleaning and calibration.

Restart the scanner when you have finished the maintenance procedures.
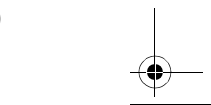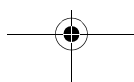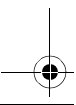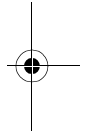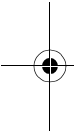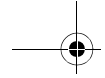
flashing lights on the operator panel

flashing lights on the operator panel

If you notice a flashing light on your scanner's operator panel, it means that your scanner is reporting a problem of some kind.

diagnostics light is flashing

The most likely explanation is that the scanning area needs cleaning. Perform the routine maintenance procedures explained in your online guide, which include cleaning. Restart the scanner when you have finished the maintenance procedures.

If the light continues to flash, there may be camera position errors. In this case, contact HP Support.

wait light is flashing

This indicates that the scanner needs to make some readjustment but is unable to do so. Remove any paper or other media from the scanner, return the Original Pressure Platen to the normal position, and wait for the light to turn off.

wait and diagnostics lights are flashing

In this case, disregard the wait light and respond to the diagnostics light as described above.
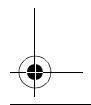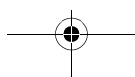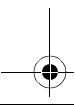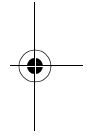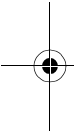
printing problems

the image is cropped

If your image is cropped and no error message was displayed, make sure that you have set the media width for your printer in the scanner software.

white space with nesting

If there is space for another image on your media when using nesting, make sure that you have set the media width for your printer in the scanner software.

setting the media width

Follow these steps to set the media width.

a - Choose the Setup tab.

b - Press the Printer button.

c - If you see a list of printers, press the Tool button. 🔧

d - Press the Unprintable Area button.

e - Press the Media Width button.

**f -** Enter the media width and press the Enter key.

hp designjet 815mfp & scanner 4200
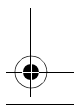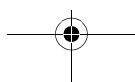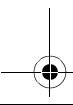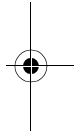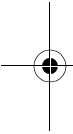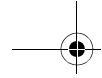
scanner software in the wrong language

scanner software in the wrong language

If your scanner software is in the wrong language for any reason, you can easily change the language as follows:

a - Press the Quit button and then the Exit button to exit your scanner software. In case you cannot read the buttons, the Exit button is the lower of the two buttons displayed after you have pressed the Quit button.

b - Press the System Setup button. This is the middle button of the three displayed at the right-hand side of the screen.

c - Press the Change Language button. This is the top left button in the new window that appears.

d - Select your preferred language.

You will now have to wait a short time while the system shuts down and restarts.
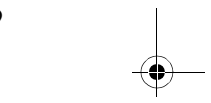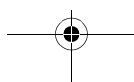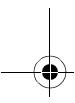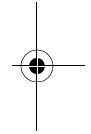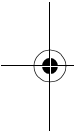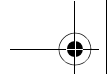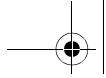
scanner software does not start

If your scanner system software does not start up when you turn on the touch screen, you will need to reinstall the software. Reinstalling this software will not affect your own data or settings.
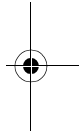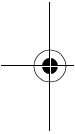
You need the 'System Recovery' CD that came with your scanner system.

a - With the system on, insert the System Recovery CD in the CD-ROM drive.

b - Power off the touch screen and then power it on again.

Once recovery has started, it is automatic. Ignore any menus. Remember to remove the CD when recovery is finished.

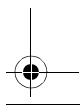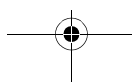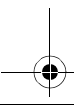**c -** Power off the touch screen and then power it on again.
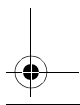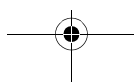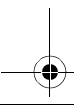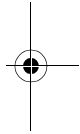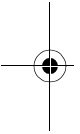
hp designjet 815mfp & scanner 4200

scanner software does not start

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recycled paper
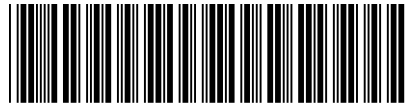
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