

Repairing Paper Jam



Step 1 - Drum Unit and Toner Cartridge

- Press the front cover release button.
- Keep the button pressed and pull the cover toward yourself.



- With the front cover in the downward position, the drum & toner unit will be visible.
- Grab the black-and-yellow handle on the unit. Lift unit up and pull it out of the printer.





Step 3 - Paper Jam

• DO NOT TOUCH the electrodes on the right inner wall of the printer. Touching these electrodes can cause electrical damage to the printer.





- If jammed, paper will be visible after removing the drum unit. To clear paper jam, reach into printer and grab a corner of the paper.
- Proceed to lift paper up and out of the printer.
- Jammed paper may require an excess amount of force to be removed from printer.



Step 5

- Grab onto the lift located on the paper tray near the bottom on the front of the printer.
- Pull the paper tray completely out of the printer by pulling towards yourself.









- If jammed paper is visible, grab onto the paper and remove by pulling up and towards yourself.
- Jammed paper may require a large amount of force to be removed from printer.



Step 7

 Located on the back of the printer, open up the cover by grabbing onto the tab and pulling down.

Repairing Paper Jam



Step 8

- In front of you will see two blue tabs, one on the left and right side.
- First, push the top part of the tab in until the bottom part of the tab lifts up.
- Grab onto the bottom part of the tab.





Step 9

- Once you have a firm grib of both the right and left tab, lift both tabs up and towards yourself.
- The fuser cover, which the tabs are connected to, does not come completely out of the printer because it is attached to the bottom by a hinge.





- If jammed paper is visible, grab onto the top of the paper and pull up until completely removed from printer.
- Jammed paper may require an excess amount of force to be removed from printer.

