

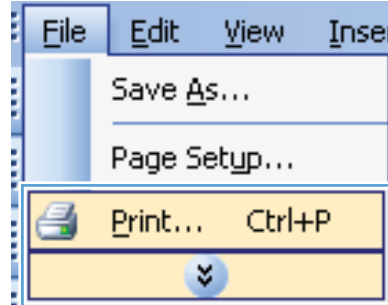


# HP Color LaserJet Enterprise CP4020-CP4520 Series Printer

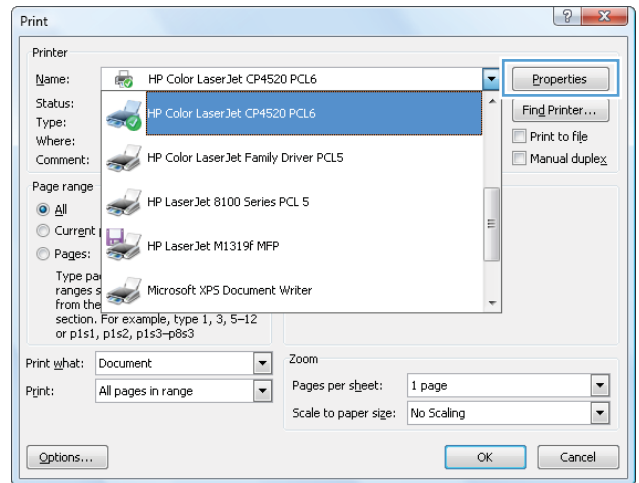


## Create printing shortcuts

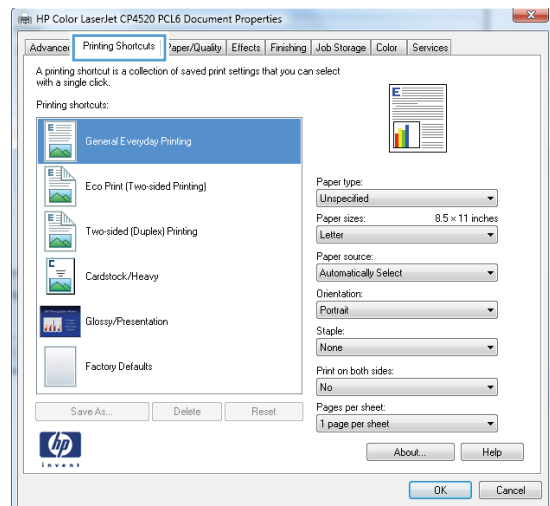
1. On the **File** menu in the software program, click **Print**.



2. Select the product, and then click the **Properties** or **Preferences** button.

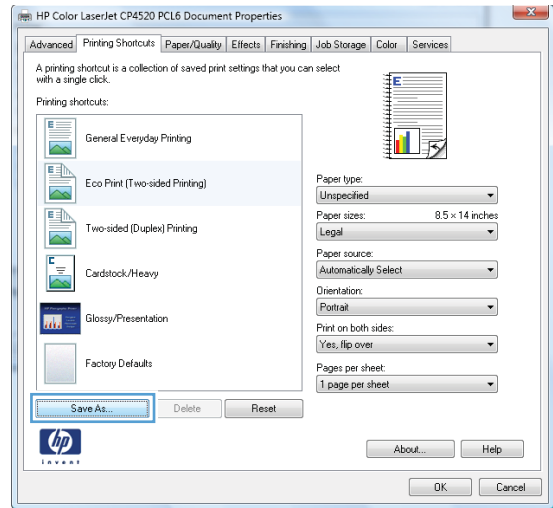


3. Click the **Printing Shortcuts** tab.





6. Click the **Save As** button.



7. Type a name for the shortcut, and click the **OK** button.

