LaserJet Enterprise, PageWide Enterprise, OfficeJet Enterprise

Print from a USB flash drive

Introduction

This printer features easy-access USB printing, for quickly printing files without sending them from a computer. The printer accepts standard USB flash drives in the USB port near the control panel. It supports the following types of files:

- .pdf

- .prn

- .pcl

- .ps

- .cht

Use the following steps to enable the USB port on the printer, and then print documents from a USB flash drive.

NOTE: The steps vary according to the type of control panel.

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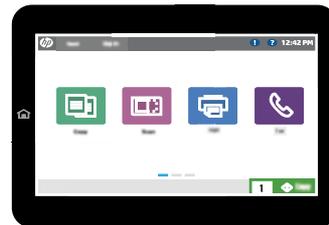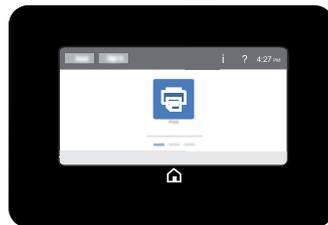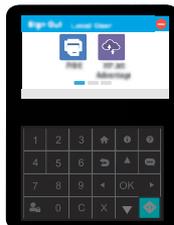
Enable the USB port for printing

The USB port is disabled by default. Before using this feature, enable the USB port. Use one of the following methods to enable the port:

Method one: Enable the USB port from the printer control-panel

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1. From the Home screen on the printer control panel, select the Administration button.

2. Open the following menus:

   - General Settings

   - Enable Retrieve from USB

3. Select the Enabled option, and then select the Save button or press the OK button.

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1. From the Home screen on the printer control panel, select Settings.

2. Open the following menus:

   - Copy/Print

   - Enable Device USB

3. Select Enabled to enable the USB port.

Method two: Enable the USB port from the HP Embedded Web server (network-connected printers only)

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1. Find the printer's IP address on the printer control panel:

   - **Keypad control panels**: View the control-panel display to see the IP address.

   - **Touchscreen control panels**: From the Home screen on the printer control panel, select the Network ⊞ button to display the IP address or host name.

2. Open a Web browser, and in the address line, type the IP address or host name exactly as it displays on the printer control panel. Press the Enter key on the computer keyboard. The EWS opens.

   https://10.10.XXXXX/
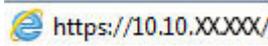
   📝 NOTE: If the Web browser displays a **There is a problem with this website's security certificate** message when attempting to open the EWS, click **Continue to this website (not recommended)**.

   Choosing **Continue to this website (not recommended)** will not harm the computer while navigating within the EWS for the HP printer.

3. On the EWS Home page, open the **Print** tab.

4. On the left side of the screen, click **Retrieve from USB Setup**.

5. Select the **Enable Retrieve from USB** check box.

6. Click **Apply**.

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1. Find the printer's IP address on the printer control panel:

    - **Keypad control panels**: On the printer control panel, press the Information ⓘ button, and then use the arrow keys to select the Ethernet menu. Press the OK button to open the menu and display the IP address or host name. Take note of the IP address.

    - **Touchscreen control panels**: From the Home screen on the printer control panel, touch the Information ⓘ icon, and then select Ethernet. Take note of the IPv4 Address.

2. Open a Web browser, and in the address line, type the IP address exactly as it displays on the printer control panel. Press the Enter key on the computer keyboard. The EWS opens.

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    📝 NOTE: If the Web browser displays a **There is a problem with this website's security certificate** message when attempting to open the EWS, click **Continue to this website (not recommended)**.

    Choosing **Continue to this website (not recommended)** will not harm the computer while navigating within the EWS for the HP printer.

3. On the top menu bar in the EWS, select **Copy/Print**.

4. In the left navigation pane, select **Print from USB Drive Settings**.

5. Select **Enable Print from USB Drive**, and then click **Apply**.

Print USB documents from the printer control panel

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1. Insert the USB flash drive into the easy-access USB port.

    📝 NOTE: The port might be covered. For some printers, the cover flips open. For other printers, pull the cover straight out to remove it.

2. The printer detects the USB flash drive. Select the OK button to access the drive, or, if prompted, select the Retrieve from USB option from the list of available applications. The Retrieve from USB screen opens.

3. Select the name of the document to print.

    📝 NOTE: The document might be in a folder. Open folders as necessary.

4. To adjust the number of copies, select Copies, and then use the keypad to change the number of copies.

5. Select the Start ◉ button or press the OK button to print the document.

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1. From the Home screen on the printer control panel, select Print, and then select Print from USB drive.

2. Touch Choose, and then select the document to print.

    📝 NOTE: The document might be in a folder. Open folders as necessary.

3. To adjust the number of copies, touch the Copy Count field to the left of the Print button. When the keypad displays, select the number of copies, and then touch Print to print the document.