



HP LaserJet Enterprise MFP M725



Change print-job settings (Windows)

Change the settings for all print jobs until the software program is closed

The steps can vary; this procedure is most common.

1. From the software program, select the **Print** option.
2. Select the product, and then click **Properties** or **Preferences**.

Change the default settings for all print jobs

1. **Windows XP, Windows Server 2003, and Windows Server 2008 (using the default Start menu view):** Click **Start**, and then click **Printers and Faxes**.

Windows XP, Windows Server 2003, and Windows Server 2008 (using the Classic Start menu view): Click **Start**, click **Settings**, and then click **Printers**.

Windows Vista: Click the Windows icon in the lower-left corner of the screen, click **Control Panel**, and then click **Printers**.

Windows 7: Click the Windows icon in the lower-left corner of the screen, and then click **Devices and Printers**.

2. Right-click the print-driver icon, and then select **Printing Preferences**.

Change the product configuration settings

1. **Windows XP, Windows Server 2003, and Windows Server 2008 (using the default Start menu view):** Click **Start**, and then click **Printers and Faxes**.

Windows XP, Windows Server 2003, and Windows Server 2008 (using the Classic Start menu view): Click **Start**, click **Settings**, and then click **Printers**.

Windows Vista: Click the Windows icon in the lower-left corner of the screen, click **Control Panel**, and then click **Printers**.

Windows 7: Click the Windows icon in the lower-left corner of the screen, and then click **Devices and Printers**.

2. Right-click the print-driver icon, and then select **Properties** or **Printer properties**.
3. Click the **Device Settings** tab.