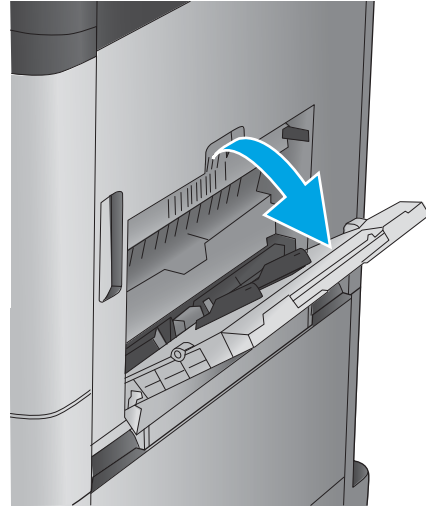# Color LaserJet Enterprise Flow MFP M880
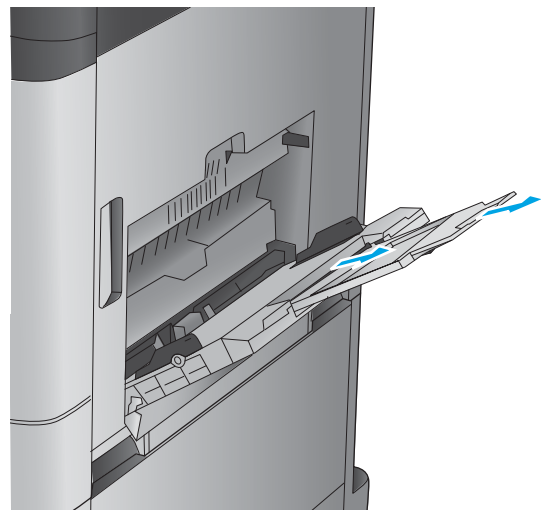
Load Tray 1

⚠ **CAUTION:** To avoid jams, never add or remove paper from Tray 1 during printing.
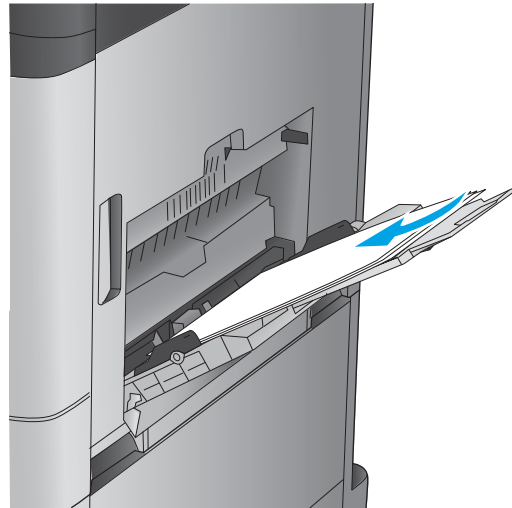
1. Open Tray 1.

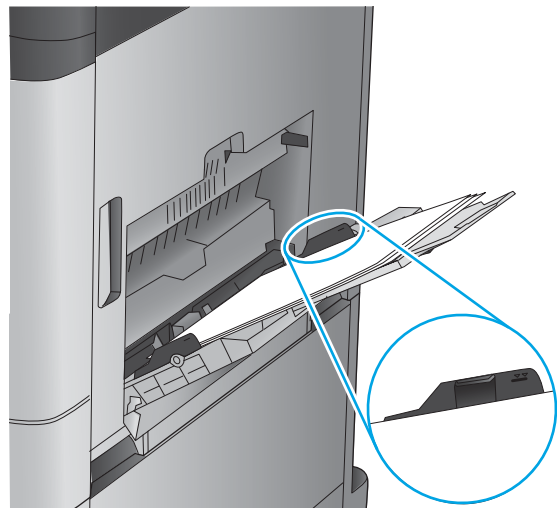2. Pull out the tray extension to support the paper.

3. Load paper in the tray. See Table 2-1 Tray 1 paper orientation on page 3.

   TIP: To achieve the highest print-quality, HP recommends that you load the paper long-edge first.

4. Make sure that the paper fits under the fill line on the paper guides.

5. Adjust the side guides so that they lightly touch the paper stack, but do not bend it.
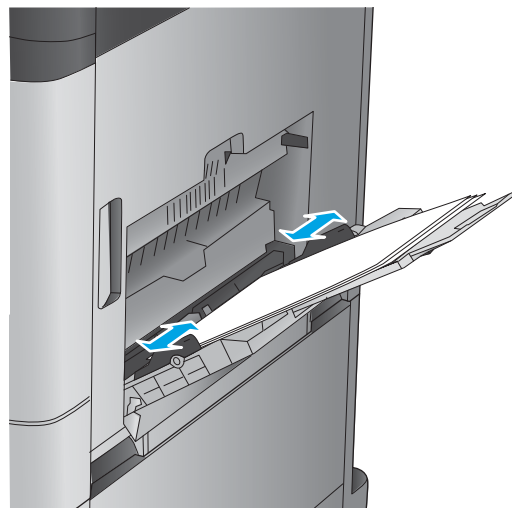
Table 2-1 Tray 1 paper orientation

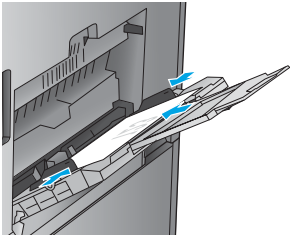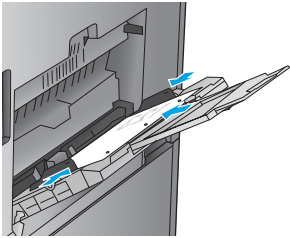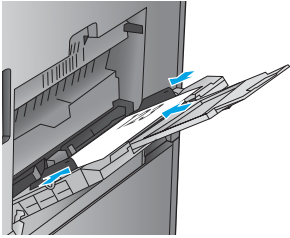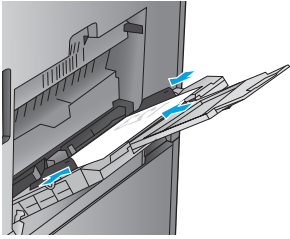| Paper type	Image orientation	Duplex mode	How to load paper
Preprinted, letterhead, or labels	Portrait	1-sided printing	Face-down Top edge toward the back of the product
		Automatic 2-sided printing	Face-up Top edge toward the back of the product
Prepunched	Portrait	1-sided printing	Face-down Holes towards the right of the tray
Preprinted or letterhead	Landscape	1-sided printing	Face-down Top edge toward the right

Table 2-1 Tray 1 paper orientation (continued)

Paper type	Image orientation	Duplex mode	How to load paper
		Automatic 2-sided printing	Face-up Top edge toward the left
Envelopes	Short edge of the envelope feeding into the product	1-sided printing	Face-down Top edge toward the back of the product