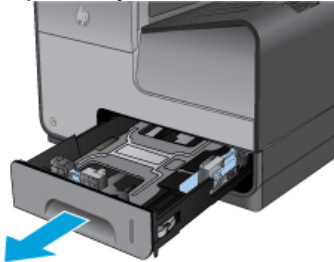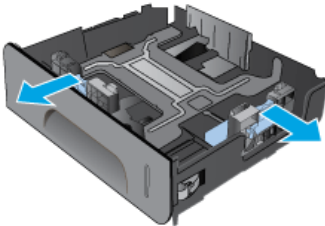**HP Support Center**

**HP
Officejet Enterprise Color MFP X585 and HP Officejet Enterprise Color X555
- Load Tray 2 or optional Tray 3**

Load Tray 2 or optional Tray 3

1. Pull the tray out of the product.
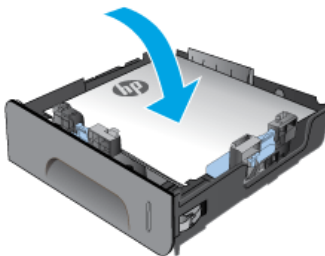   **1: Open the tray**

2. Slide open the paper length and width guides.
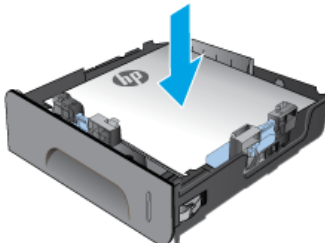   **2: Adjust the guides**

3. Place the paper in the tray and make sure that it is flat at all four corners. Slide the side paper width guides so that they align with the paper-size marking in the bottom of the tray. Slide the front paper length guide so that it pushes the stack of paper against the back of the tray.

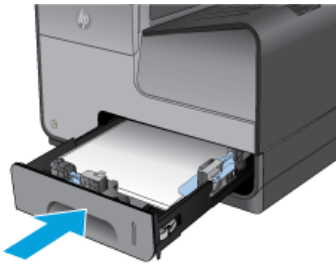   Place the paper into the tray with the side to be printed on face-up.

   3: Load the tray

4. Push down on the paper to make sure that the paper stack is below the paper limit tabs on the side of the tray.
   4: Push down

5. Slide the tray into the product.
   5: Close the tray

To close the tray, push in the middle or with even pressure on both sides. Avoid pushing on one side only.