



# LaserJet Enterprise MFP, PageWide Enterprise MFP

## Copy mixed-size documents


Use this feature to copy original documents that are printed on different sizes of paper. If the pages have the same size widths but different lengths, you can scan them as a single job. For example, you could combine the following sizes: Letter and Legal, A4 and A3, or Letter and Ledger.

- [Load the paper in the document feeder](#)
- [Copy mixed sized documents](#)

## Load the paper in the document feeder

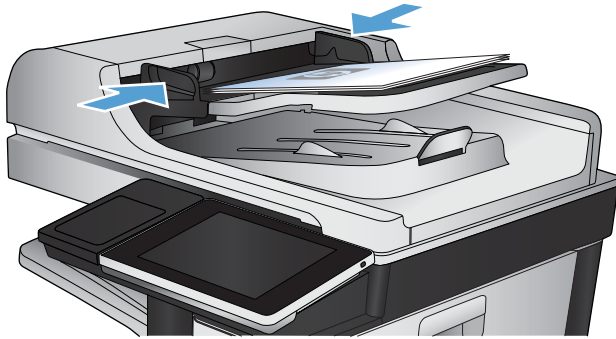
1. Remove staples, paper clips, or sticky notes from the original documents.
2. Align the edges of the pages of the stack by first tapping along the long edge and then rotating 90 degrees and tapping the top edge.

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 **NOTE:** Avoid inserting a document with a leading edge that has been folded or frayed.

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3. Place the sheets face-up into the document feeder, and adjust the paper guides against the document edges. Do not push the guides in so tightly that they bend or bind the paper stack.



## Copy mixed sized documents

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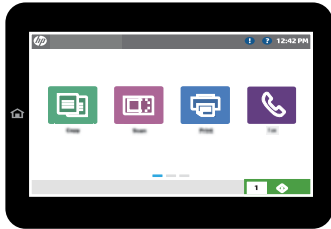
 **NOTE:** The steps vary according to the type of control panel.

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### FutureSmart 3



### FutureSmart 4



### FutureSmart 3

1. From the Home screen on the product control panel, select the [Copy](#) button.
2. Select the [More Options](#) button until the [Original Size](#) feature displays on the screen.
3. Select a mixed original size from the list of options. Select the [OK](#) button to return to the main [Copy](#) menu.
4. Set other job settings. For example, to print on both sides of a sheet of paper, open the [Sides](#) menu, and select the [1-sided to 2-sided](#) option.



**NOTE:** Some [Copy](#) menu options conflict with the mixed-size original feature. After selecting a mixed original size, these features are unavailable in the [Copy](#) menu.

5. Select the Start  button to begin copying.

### FutureSmart 4

1. From the Home screen on the printer control panel, select [Copy](#).



2. Select [Options](#) in the lower left corner, select [Original Size](#) in the Options pane, and then select a mixed size option:
  - [Mixed Letter/Legal](#)
  - [Mixed Letter/Ledger](#)
  - [Mixed A4/A3](#)
3. Adjust any other settings as needed. Select [Done](#) for each setting if prompted.



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**NOTE:** Some [Copy](#) menu options conflict with the mixed-size options.. After selecting a mixed original size, these features are unavailable in the [Copy](#) menu.

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4. To adjust the number of copies, select the Copy Count field to the left of the [Copy](#) button, and then select the number of copies from the keypad that opens.
5. When the document is ready, select [Copy](#) to begin copying.