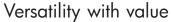# HP LaserJet 3020 All-in-One

Laser printing, scanning and copying

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The space-saving HP LaserJet 3020 All-in-One provides businesses with quality laser printing, and fast flatbed, letter-size copying and color scanning at an exceptional price.

Versatility with value

- **Powerful performance at an affordable price.** With printing, color scanning and flatbed copying in one space-saving design, the HP LaserJet 3020 All-in-One saves time, improves productivity and delivers businesses quality documents at an exceptional price.

- **Outstanding paper-handling versatility.** The letter-size flatbed document glass lets you scan and copy a variety of documents including books and other bound documents, while the 50-sheet automatic document feeder enables unattended scanning and copying of multi-page documents. A 150-sheet input tray and 10-sheet priority tray support a wide range of media sizes and types.

- **Designed for easy sharing.** With USB and parallel port connectivity, the HP LaserJet 3020 All-in-One is easily shared in small workgroups.

- **Windows and Mac compatible.** The HP LaserJet 3020 All-in-One supports Microsoft Windows 98, 2000, ME, and XP as well as Apple Mac OS 9.x and 10.x. (Device compatibility is ensured by Microsoft WHQL certification.)

Professional performance

- **Professional results every time.** Combining performance and quality, the HP LaserJet 3020 All-in-One prints and copies up to 15 ppm and creates professional documents with 1200 dpi effective output quality[1], giving your business the image you need to make the right impression.

- **Concentrate on your business instead of waiting for your documents.** Instant-on technology delivers first page out in 10 seconds or less.

- **Advanced OCR for more accurate scanning.** Readiris PRO Text Recognition Software ensures greater accuracy when scanning text. Consistent image quality is also promoted by industry-standard TWAIN 1.9 and WIA scanner drivers.

- **Easily handles large, complex jobs.** The HP LaserJet 3020 All-in-One gracefully handles complex jobs with 32MB RAM.

- **Low intervention for maximum productivity.** A 7,000 page-per-month duty cycle and easy-to-use 2,000 page print cartridge reduces intervention and simplifies maintenance.

Space-saving design

- **Fast, space-saving and productive.** You get professional printing, color scanning and flatbed copying in a space-saving design that maximizes your office space —get the results you need at a great price.

- **Scan what you need, when you need it.** The letter-size, flatbed design lets you scan and copy books and other bound documents.

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i n v e n t

HP LaserJet 3020

1. 50-sheet automatic document feeder enables unattended copying and scanning for large documents

2. Control panel features alphanumeric buttons, menu and cancel controls, copy controls and scan controls

3. Flatbed scanner copies a variety of documents including books and other bound documents

4. 150-sheet media input tray, 10-sheet priority feed

5. Parallel IEEE 1284-B level 2 device with an IEEE 1284-B receptacle with the host computer set to ECP; USB: compatible with 2.0 specifications

Readiris PRO Text Recognition Software increases accuracy when scanning text while the Industry-standard TWAIN 1.9 and WIA scanner drivers yield consistent image quality, giving you the results you expect

Black and white printing, black and white copying, black and white and color scanning

32 MB RAM handles complex jobs

front

back

HP LaserJet quality gives your business the polished image you need at a great price.

Versatile and professional

Reliable, efficient performance is a necessity in a busy small office. The HP LaserJet 3020 All-in-One improves productivity in a variety of ways at an exciting price point comparable to many single-function printers. Now you can scan and create high-quality documents with crisp 1200 dpi effective output quality[1] and fast print and copy speeds of up to 15 pages per minute.

Fast and convenient

Instant-on technology delivers the first page fast—in 10 seconds or less. And the production speed makes the most of your time by letting you concentrate on your business instead of waiting for documents.

Compact and economical

The space-saving flatbed design creates such a small footprint that the HP LaserJet 3020 can fit almost anywhere without intruding on valuable desk space. In fact, the compact flatbed design requires substantially less space than many competing sheet-fed designs. Moreover, the HP LaserJet 3030 All-in-One provides a wealth of functions at one low price. Operating costs are low, in part because HP's 2,000-page single-piece print cartridge is so reliable and requires so much less user intervention than competing multi-part print cartridge systems.

Superb paper-handling

A wide variety of documents can be scanned and copied, including books and other bound documents. The 50-sheet automatic document feeder enables unattended scanning and copying of multi-page documents while two input trays—a 150-sheet input tray and a 10-sheet priority tray—handle a variety of media types and sizes.

Built-in reliability

HP's time-tested LaserJet technology, unique print cartridge technology and state-of-the-art toner formula all play a major role in the reliability of the HP LaserJet 3020. Backed by HP's reputation for reliable, easy-to-use products, this remarkably affordable All-in-One device embodies HP's commitment to quality and excellence. Like all other HP products, it's designed together to work together for maximum reliability, efficiency and ease of use.

[1] 600 x 600 dpi with Resolution Enhancement technology (REt) and FastRes 1200.

HP LaserJet 3020 All-in-One

Technical specifications

HP LaserJet 3020 All-in-One (Product number: Q2665A)

Print

Print speed	Up to 15 ppm
First page out	10 seconds
Print resolution	1200 dpi effective output resolution[1]
Print technology resolution	Resolution Enhancement technology (REt), FastRes 1200
Print language	HP PCL 6, HP PCL 5e, PostScript Level 2 emulation
Duty cycle, monthly	7,000 pages

Scan

Scan resolution (color & monochrome)	9600 x 9600 dpi enhanced, 600 x 600 dpi optical
Scan input	Device front control panel scan, email, file buttons; HP LaserJet Scan software; HP Director (Macintosh), TWAIN-compliant or WIA-compliant software
Bit depth	24 bit
Scan size (from ADF)	2.9 x 4.1 in to 8.5 x 14 in
Scan technology	Charge Coupled Device (CCD)

Copy

Copy speed	Up to 15 cpm
First copy out (from flatbed)	12 seconds
Copy resolution	600 x 600 dpi
Reduction/enlargement	25 to 400%
Maximum copies	99 copies
Copier settings	Contrast (lighter/darker), resolution (copy quality), reduce/enlarge, copy collation, number of copies, paper size

Paper handling

Automatic document feeder	Standard
Two-sided printing/copying	Manual
Media handling	Media input tray: 150 sheets, priority input tray: 10 sheets, automatic document feeder (ADF): 50 sheets
Output	125 sheets
Media types	Paper (plain, preprinted, prepunched, bond, color, glossy, letterhead, light, heavy, recycled, rough), envelopes, transparencies, labels, cardstock
Media sizes and weights	Media input tray and priority input slot: letter, legal, US envelope No. 5 (½ Baronial) through No. 11, US A2, US A6, index cards, US postcard; 3 x 5 to 8.5 x 14 in; 16 to 43 lb (cut sheet paper), 16 to 24 lb (single thickness envelope), 36 to 47 lb (postcards); Output bin: 16 to 43 lb (cut sheet paper), 16 to 24 lb (single thickness envelope), 36 to 47 lb (postcards); automatic document feeder (ADF): letter, legal; 5 x 5 to 8.5 x 14 in; 16 to 24 lb

Memory	32 MB RAM
Processor	240 MHz
Interface connectivity	Parallel: IEEE 1284-B level 2 device with an IEEE 1284-B receptacle with the host computer set to ECP; USB: compatible with 2.0 specifications
Dimensions (w x d x h)	19.6 x 15.8 x 14.9 in
Weight	26.4 lb
What's in the Box	HP LaserJet 3020 All-in-One, print cartridge, power cord, Getting Started Guide, support flyer, device software including Readiris PRO Text Recognition Software and electronic User's Guide on CD-ROM, 150-sheet media input tray, automatic document feeder (ADF), output bin support, device control panel cover

[1] 600 x 600 dpi with Resolution Enhancement technology (REt) and FastRes 1200.

Minimum system requirements
Windows 98 Second Edition, 2000, Me, XP, Win NT 4.0 print driver only; Mac OS 9.1, 9.2.x, Mac OS X v10.2.x, v10.3.x; DOS, Linux, Unix, OS/2 print functionality only available on web

Environmental ranges
Recommended operating temperature: 59 to 90.5° F (15 to 32.5° C)
Recommended operating humidity: 10 to 80% RH
Storage humidity: 0 to 95% RH

Acoustics
Sound pressure: 56 dB(A)
Sound power: 6.2 B(A) LwAd (printing at 14 ppm)

Power requirements
Input voltage: 110 to 127 VAC (± 10%), 50/60 Hz (± 2 Hz), 4.5 amp

Power consumption
220 watts (average during printing), 13 watts (average standby), 11 watts (average PowerSave mode), 0 watts (average off)

Power certification
Safety certification: IEC 60950: 1999/EN60950:2000; IEC 60825-1: 1993 + A1: 1996 + A2:2001/EN 60825-1: 1994 + A11: 1996 + A2:2001 (Class 1 Laser/LED Product): GB4943-1995
Electromagnetic compatibility: CISPR 22: 1998/EN 55022: 1998 - Class B; EN 61000-3-2: 1995/A14:2000; EN 61000-3-3: 1995; EN 55024: 1998; FCC Title 47 CFR, Part 15; Class B 2/ICES-003, Issue 3; GB9254-1998; Telecom: TBR-21:1998; EG 201 121: 1998, FCC Part 68, Industry Canada CS03

ENERGY STAR® compliant

Warranty
One-year limited warranty covers HP hardware, software, accessories and supplies.

Ordering information

Product number	Description
Q2665A	HP LaserJet 3020 All-in-One

Service and support

H4513E	HP Care Pack, Basic Installation
U9810E	HP Care Pack, 3-year, Next Day, Exchange
U9811E	HP Care Pack, 3-year, Next Day, On-Site
U9812PE	HP Care Pack, 1-year, PW, Next Day, Exchange
U9813PE	HP Care Pack, 1-year, PW, Next Day, On-Site

Print cartridges

Q2612A	HP LaserJet Ultraprecise print cartridge, 2K pages[2]

Network

HP Jetdirect external:

J3258B	HP Jetdirect 170x, 10Base-T (1-port)
J6035C	HP Jetdirect 175x, 10/100Base-TX (1-port)
J3263A	HP Jetdirect 300x, 10/100Base-TX (1-port)
J3265A	HP Jetdirect 500x, 10/100Base-TX (3-port)
J7942A	HP Jetdirect en3700, 10/100Base-TX (1-port)

HP Jetdirect wireless:

J6061A	HP Jetdirect 380x, 802.11b

Bluetooth wireless:

J6072A	HP Bluetooth wireless bt1300, print adapter

[2] Based on 5% average coverage

HP recommends Microsoft® Windows® XP Professional for mobile computing.

For more information visit our website at www.hp.com

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