Plotter Paper-loading and Plotting Instructions

Paper loading

1. Press down on the blue form release button next to dashed metal line on the right hand side of plotter.
2. Load Paper in parallel to the dashed metal line. (Make sure it is PERFECTLY parallel!)
3. Pull up on the blue form release to engage paper.
4. Make sure to set the media to the proper type on the right. (Pressing the media button on the right toggles between Roll/SHEET)
5. Press the paper auto align/feed button, which is also blue located on the right handles found on the front of the paper feed area.
6. **Wait!** Patience is key…give it time. The plotter requires a good deal of time to ensure the paper has been aligned correctly.
Plotting

1. To plot, the printer selected must be the HP 430 Designjet and the print job must be in monotone.

2. On the front of the plotter, the ready green light will begin flashing. Wait…patience as before stated when dealing with this plotter is of the utmost importance.

3. Once the plotter has finished plotting, the plotter will continue to flash ready and also flash paper. (If media is roll paper) Press the form feed button just once. Patience…the plotter will form feed and then cut the paper.

4. Plotting should be completed at this point.

Please Speak with the Consultant on Duty if you have any questions or problems with printing.

Thank You,
HES-Lab Manager