

HP Officejet 4500 All-in-One series

Solution and Feature Guide



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GETTING TO KNOW THE HP ALL-IN-ONE

Welcome to the Solution and Feature Guide for the new HP Officejet 4500 All-in-One series. This guide will introduce you to the device.

This affordable flatbed all-in-one prints professional-quality color for a low cost per page. Productive and reliable, this all-in-one can help you complete tasks and keep pace with the speed of business, in your home or small office. Plus, you get an energy-efficient all-in-one that conserves resources.

Target customer

Reliable and easy-to-use, the HP Officejet 4500 All-in-One series is ideal for users who need to produce professional results at work or the home office. The all-in-one offers impressive print quality and productivity features at an affordable price.



Product walk-around

- 1 20-sheet ADF automatically copies, scans, and faxes up to legal-size documents
- 2 Built-in wireless 802.11b/g
- 3 Intuitive control panel features a 1-line text display and provides instant access to each of the product's four different modes (print, copy, scan, or fax)
- 4 Save incoming faxes to your computer and print only what's needed; received faxes remain stored in the memory even during power failure
- 5 20-sheet output tray and output tray extender
- 6 100-sheet multipurpose input tray handles a variety of paper sizes and types
- 7 Flatbed scanner for faxing, copying, and scanning books, magazines, or single sheets of various sizes
- 8 Convenient access to ink cartridges
- 9 Hi-Speed USB 2.0 port, power connection, 1-LINE (fax) and 1 EXT (phone) ports

HP Officejet 4500 Wireless All-in-One shown



Series at a glance



HP Officejet 4500 Desktop All-in-One

- Up to 28 ppm black and 22 ppm color
- Supports high-capacity black ink cartridge¹
- Low energy consumption (Energy Star 1.1 qualified)
- Cost-saving features such as junk fax blocker



HP Officejet 4500 All-in-One

All the features of the HP Officejet 4500 Desktop AiO plus:

- Built-in Ethernet networking²
- 20-sheet automatic document feeder³



HP Officejet 4500 Wireless All-in-One

All the features of the HP Officejet 4500 AiO plus:

- Built-in wireless networking²

TOP FEATURES

- **Get the professional print quality you need for a low cost per page.**
Get the print quality you need to make an impact for an affordable price. Print three times more black pages and get a better value, using HP 901XL Black Officejet Ink Cartridges.¹ Reliable, high-capacity black cartridges consistently deliver professional-quality text.
- **Create business documents for presentations, marketing purposes, or record keeping.**
Use the HP Officejet 4500 All-in-One series to produce documents, graphics, and professional photos and create projects with enhanced detail, clarity, and laser-quality black text using HP Officejet Inks. Plus, archived documents retain black text and color quality for decades without fading.⁴
- **Print, scan, copy, and fax from one machine.**
The all-in-one boosts office productivity with quick print, copy, scan, and fax speeds and efficient paper-handling features. Streamline business tasks with useful fax and copy features. Use the all-in-one as a standalone, walk-up copier—you don't need to be connected to a computer to make copies or send faxes.
- **Share the device across your network.**
Stay connected and share resources, using the HP Officejet 4500 All-in-One. Make your workspace more efficient—multiple users can access the same all-in-one with built-in Ethernet or wireless networking.²



Professional color, **LOW COST**

Bring professional-quality color to your small business or home office. This all-in-one produces fast-drying, fade-resistant documents and offers a high-capacity black cartridge option.

Get professional quality at an affordable price

Make an impact for a low cost per page. HP's ink-delivery system features black and tri-color cartridges, as well as specially designed printheads. The ink cartridges and printheads deliver consistent high-quality prints, fast color printing, exceptional value, and ease of use.

Print three times more black pages and get a better value¹

Print more pages—up to 700 pages—before replacing your ink cartridge with high-capacity black ink cartridges.¹ High capacity black ink cartridges let you print laser-quality text with fewer interruptions.



See optimum results with dual-drop-volume technology

HP's dual-drop-volume technology—integrated in the HP 901 Ink Cartridges—ensures finely detailed images and graphics, up to 4800 by 1200-optimized dpi,⁵ without the lighter, photo dye-load inks used in six-ink printing. An improved halftoning process enables smooth gradations and outstanding color accuracy.

In dual-drop-volume printing, the tri-color ink cartridge contains specially formulated full-dye load color inks that are fired onto the page in two different ink droplet volumes. These ink droplets can be as small as 1.3 picoliters (pl) and as large as 5 pl. (About 3.8 billion of these 1.3 pl droplets would fit in a teaspoon.) In dual-drop-volume modes, the all-in-one can fire any combination of small or large ink droplets at a given print position—small and large droplets together, just small droplets, or just large droplets. The all-in-one determines the combination of ink droplets to provide the optimum print quality and speed.

Produce fast-drying documents

Produce fast-drying documents that are quickly ready for distribution, using papers with the ColorLok® logo. HP Officejet Inks for business are specifically developed for use with the HP printheads. A new black pigmented ink enables fast black printing with improved handling ability. New dye-based color inks enable quick throughput and provide extended fade resistance over previous office printer platforms. Unique ink formulations help extend the life of the printheads and enhance reliability.



Archive documents and photos with confidence

Documents degrade over time. As a document ages and is exposed to elements like light, heat, moisture, pollution, and acids in the paper, the chemicals in the ink break down. HP has designed its HP Officejet Inks to meet legal storage requirements so that you'll have the confidence of knowing that all your archived documents will retain black text and color quality for decades without fading.⁴ The pigment black inks are extremely stable and acid-free, and the new dye-based color inks dry quicker than ever and deliver extended light and air fade.



Print all the way to the paper's edge

Enjoy the flexibility of printing your photos, brochures, and other marketing material with or without borders for a truly professional look. Borderless printing lets you print to the edge on all four sides of photo and brochure papers—no special photo papers with tear-off tabs or strips are required.



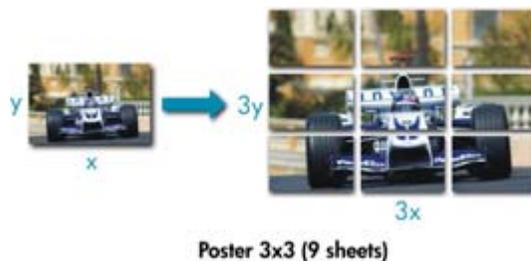
Produce booklets for binding easily

The Booklet Layout feature automatically arranges and resizes the pages of a document so that when the document is folded into a booklet, the page order is correct. From the print driver, click **Printing Shortcuts**, then select **Booklet Printing**.



Get noticed with poster printing

Make an impression that is sure to get your business noticed with poster printing, a feature that lets you take a one-page document and enlarge it up to 25 times on several printed sheets. Simply assemble the sheets to form a large poster for the perfect high-impact effect. From the print driver, click **Printing Shortcuts**, then select **Poster Printing**.



DO IT ALL for less

Choose an affordable all-in-one for your business or home office. Print, scan, copy, and fax from one device. This efficient four-in-one device makes your workspace more productive.

Stay connected

- **Enables convenient sharing**—Designed to handle up to five network users.⁶
- **Provides simple installation**—The all-in-one's software includes step-by-step instructions. No specialized networking skills are required.
- **Supports mixed operating system environments**—Windows® computers and Macintosh computers can be on the same network.
- **Saves space in the office**—There's no need for each user to give up desk space for an all-in-one.
- **Indicates networking status**—Be assured you are receiving or transmitting data over the network by viewing the network indicator light on the HP Officejet 4500 Wireless All-in-One. The link light is solid when the all-in-one is connected to the network. The activity light flashes when the all-in-one is receiving or transmitting data over the network.
- **Offers easy print management**—HP Remote Management Software and HP Easy Printer Care let you manage the all-in-one from any computer on the network. HP Web Jetadmin provides a single support tool for managing groups of all-in-ones and other devices.



Wired (Fast Ethernet) networking²

Designed to be easy to share, the HP Officejet 4500 All-in-One offers embedded wired networking capabilities that allow you to connect the all-in-one directly to a 10/100 Base-T Fast Ethernet network. With the all-in-one turned on, simply connect an Ethernet cable from the all-in-one's RJ-45 port to the network hub, switch, or router, and then run the installation software on each of the computers on the network. On-screen instructions provide easy step-by-step installation.

Wireless (Wi-Fi) networking²

Wireless networking, available with the HP Officejet 4500 Wireless All-in-One, offers the following benefits:

- **Increases mobility**—Place the all-in-one anywhere in your wireless network environment.
- **Reduces cable clutter**—Keep your office environment tidy and organized with fewer cables.
- **Simplifies relocation**—Fewer cables make it easier to move equipment from one location to another; there's no need to purchase expensive networking cables or invest time installing networking wires.
- **Ensures future compatibility**—For wired users considering wireless in the future, the built-in wireless feature is always ready if needed.

Connect directly to your computer

Enjoy an office all-in-one that is easy to install and use. Connect directly to a computer using the Hi-Speed USB 2.0 port.

No IT? No problem

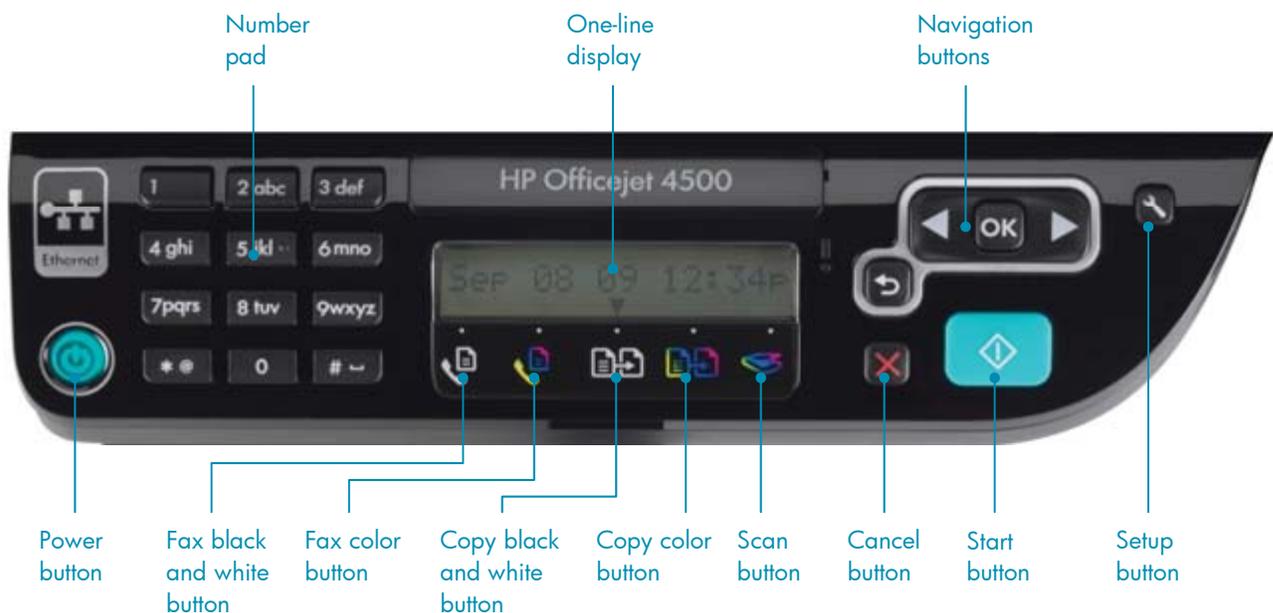
- **Order supplies**—A single screen shows your all-in-one's ink status and provides direct access to online shopping from preferred resellers or HP SureSupply.

- **Troubleshoot before there is trouble**—Get alerts on current and future device problems through HP Proactive Support.
- **Track device usage**—Know who is printing, what they are printing, and when they are printing through Printer Usage Reports.

Print, scan, copy, and fax from one device with an easy-to-use control panel

The all-in-one's sleek design includes an advanced control panel with the following features:

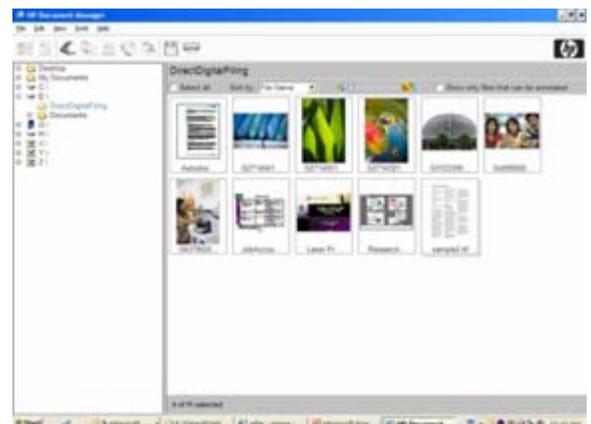
- **Cancel button**—It's frustrating when you have to go back to your computer to cancel a job after you have sent it to the all-in-one. With the HP Officejet 4500 All-in-One series, you can cancel the job immediately—and stop wasting ink and time—by pressing a single button on the front panel. The all-in-one immediately cancels the spooled print job and automatically prepares itself for the next job.
- **Fax buttons**—Quickly send and receive color or black-and-white faxes with up to 100 pages of memory.⁷
- **Copy buttons**—You don't need a computer or additional software to make a copy. Simply press the color or black-and-white **Copy** button.
- **Scan button**—Scan documents to a network folder, eliminating unnecessary piles of paper.



Manage your document capture and workflow

Easily retrieve, organize, and share documents with a consolidated view of all scan destinations and incoming fax folders. You can also clean and de-skew documents with OCR and enhancement tools. With HP Document Manager, you can:

- Find and organize scanned documents
- Annotate documents
- Convert documents to text you can edit
- Scan, print, fax, and attach documents to email messages



The features you need to **STAY PRODUCTIVE**

This all-in-one includes all of the features you need to stay productive. Use fast print speeds, a 20-sheet automatic document feeder (ADF),³ and fax and scan features to increase workspace efficiency.

Gain more efficiencies

Load documents into the ADF and walk away.³ Designed for easy document production, you save time with the 20-sheet ADF.

Print and copy documents quickly

When speed is critical, this all-in-one prints and copies documents at speeds up to 28 ppm black-and-white and 22 ppm color.

In an effort to standardize print speeds industry-wide, HP and other manufacturers have worked with ISO to develop a standard method to measure print speed. Because no international standards for measuring speeds have existed, comparing print speeds between products or manufacturers can be challenging to customers.

ISO standard print speed is measured using the same three files, which represent three typical office documents, on each device. Each document is four pages long, since the typical office print job is three to five pages long. The ISO print speed specification helps customers make more accurate performance comparisons. The HP Officejet 4500 All-in-One produces laser-equivalent prints at speeds of up to 6 ppm black-and-white and 4 ppm color.

Easily capture documents and save them to the network

This all-in-one's impressive scanning features enable you to scan at up to 1200 x 2400 dpi and save scanned material directly to a PC, network folder, email, PowerPoint, or Word file. Simply walk up to your all-in-one, press a button on the device's control panel, and scan documents directly to their intended destination—all without using additional scanning software.

Benefit from effortless, walk-up copying

The all-in-one may be used as a standalone, walk-up copier—you do not need to be connected to a computer to make copies. You can adjust all copy settings at the control panel, including lightness/darkness of reproduction, reduce or enlarge from 25 to 400 percent, or even produce 2-up copies to conserve resources.

Take advantage of fax features that help you stay productive

The all-in-one includes features that reduce supplies usage and make you more efficient.

- Quickly send and receive faxes—up to 33.6 kbps.
- Easily send a fax from your desktop.
- Experience worry-free faxing with up to 100 pages of fax memory.⁷ Received faxes remain stored in memory even during power failure.
- Save incoming black-and-white faxes to a computer or to a folder on your network for easy sharing and storage, or you can forward faxes through email—allowing you to receive important faxes from anywhere while working away from the office.
- Turn off fax printing altogether—saving money on paper and ink, as well as helping reduce paper consumption and waste.



CONSERVE resources



Conserve resources and save on the amount of energy your hardware consumes. With HP Smart Web Printing, this all-in-one makes it easy to reduce the amount of paper you use. Plus, you can rely on HP to provide a responsible, reliable recycling solution.

Save resources

Easily recycle materials, save paper, and use fewer resources.

- Reduce wasted paper and eliminate blank pages and right-edge clipping, while combining content and printing exactly what you want. As shown at right, HP Smart Web Printing improves printing from web pages.⁸
- Eliminate unwanted faxes by programming the all-in-one to block junk fax numbers automatically.⁹ This convenient feature works with your Caller ID to eliminate future junk faxes, saving time, paper, and ink, and is available from the control panel or from your software. When the all-in-one receives an incoming fax, it checks your list of junk fax numbers and determines if the call should be blocked. You can add and delete junk fax numbers at any time.
- Print 2-up and 4-up prints (multiple pages on a single sheet of paper) to conserve resources.
- Reduce the need for more paper resources by using recycled paper.



Minimize the impact of printing

- Save energy and print more responsibly. This ENERGY STAR®-qualified all-in-one meets the U.S. Environmental Protection Agency's guidelines for energy efficiency and the EU's guidelines for the restriction of hazardous substances.
- Get free and easy recycling—cartridges returned through HP Planet Partners are recycled responsibly.¹⁰ HP never refills, resells or sends ink cartridges to a landfill.

Legendary HP RELIABILITY

The HP Officejet 4500 All-in-One series sets the standard for industry reliability, providing a worry-free office solution. If you ever do need service and support, HP's Customer Care is one of the best. By being certain of a maximum uptime, you'll boost productivity and end frustration.

- Prior to its introduction, a new HP Officejet product undergoes rigorous HP testing to ensure that it provides consistent high-quality performance. Tests are performed with a large sample of devices through each step of the design process, to be certain that the product measures up to HP standards. The result is a solid, reliable product that produces consistent, excellent output quality over the life of the device and its supplies.
- The all-in-one comes standard with a one-year limited hardware warranty backed by HP Customer Care with technical phone support.



A—TECHNICAL SPECIFICATIONS

Print speed ¹¹	Draft	Laser Equivalent	Best
Black text	28 ppm	6 ppm	3 ppm
Mixed color	22 ppm	4 ppm	1.5 ppm
Processor	192 MHz		
Memory	64 MB		
Resolution	Black, copying and printing: Up to 600 x 1200 dpi optimized (when copying or printing from a computer on selected HP photo papers and 600 input dpi) Color, copying: Up to 1200 x 1200 dpi optimized (when copying on selected HP photo papers and 1200 input dpi) Color, printing: Up to 4800 x 1200 dpi optimized (when printing from a computer on selected HP photo papers and 1200 input dpi)		
Duty cycle¹²	3,000		
Paper			
Input	100-sheet multipurpose input tray; 20-sheet ADF ³		
Output	20-sheet output bin		
Two-sided printing	Manual		
Sizes	Letter, legal, executive, A4, A5, B5 (JIS), C6, DL, Hagaki		
Custom media sizes	77 x 102 mm to 216 x 762 mm (3 x 4 in to 8.5 x 30 in)		
Weights	Plain paper: 70 to 90 g/m ² (16 to 24 lb)		
Types	Paper (inkjet, photo, plain), envelopes, cards, transparencies, iron-on transfers, HP premium media		
Connectivity			
Interfaces	1 Hi-Speed USB 2.0, 1 fax line, 1 phone line, 1 RJ-45 (10/100 Base-TX) ²		
Languages	HP PCL 3 GUI; HP PCL 3 enhanced		
Network operating systems	Microsoft® Windows 2003 Server, Windows 2008 Server, Windows XP® Home, Windows XP 32-bit (SP2), Windows Vista® (32 and 64-bit); Mac OS X v 10.4, Mac OS X v 10.5 With the following, some features may not be available: Windows XP x64 (SP1), Windows XP Starter Edition and Windows Vista Starter Edition, Windows 2000 Server Terminal Services, Windows 2000 Server Terminal Services with Citrix Metaframe XP with Feature Release 3, Windows 2000 Server Terminal Services with Citrix Presentation Server 4.0, Windows 2003 Server Terminal Services, Windows 2003 Server Terminal Services with Citrix Metaframe XP with Feature Release 3, Windows 2003 Server Terminal Services with Citrix Presentation Server 4.0, Windows 2003 Server Terminal Services with Citrix Presentation Server 4.5, Windows 2003 Small Business Server Terminal Services, Windows Server 2008 (32-bit) & (64-bit) [Standard & Enterprise Edition], Windows Server 2008 Terminal Services, Novell Netware 6, 6.5 (iPrint only), Open Enterprise Server 6.5		
Operating systems	Windows XP Home, Windows XP Professional, Windows Vista, Windows Vista x64, Windows 7 ¹³ , Windows 7 x64 ¹³ ; Mac OS X v 10.4.x, Mac OS X v 10.5, Mac OS X v 10.6 ¹⁴ ; Linux		
Minimum system requirements	Windows 7 ¹³ : 1 GHz 32-bit (x86) or 64-bit (x64) processor, 1 GB RAM (32-bit)/2 GB RAM (64-bit), 1100 MB free hard disk space, Internet Explorer 8.0 Windows Vista: 800 MHz 32-bit (x86) or 64-bit (x64) processor, 512 MB RAM, 1150 MB free hard disk space, Internet Explorer 7.0 Windows XP (32-bit) (SP1): Intel Pentium II or Celeron processor, 512 MB RAM, 790 MB free hard disk space, Internet Explorer 6.0 Mac OS X v 10.4.11, v 10.5.6, v 10.6 ¹⁴ : PowerPC G4, G5, or Intel Core processor, 256 MB memory, 500 MB free hard disk space		

Recommended system requirements	<p>Microsoft Windows 7¹³: 1 GHz 32-bit or 64-bit processor, 2 GB RAM, 1200 MB free hard disk space, Internet Explorer 8.0</p> <p>Windows Vista: 1 GHz 32-bit (x86) or 64-bit (x64) processor, 1 GB RAM, 1200 MB free hard disk space, Internet Explorer 7.0</p> <p>Windows XP (32-bit) (SP1): Intel Pentium III or higher processor, 512 MB RAM, 850 MB free hard disk space, Internet Explorer 6.0 or higher</p> <p>Mac OS X v 10.4.11, v 10.5.6, v 10.6¹⁴: PowerPC G4, G5, or Intel Core processor, 512 MB memory, 500 MB free hard disk space</p>
Dimensions	<p>HP Officejet 4500 All-in-One and HP Officejet 4500 Wireless All-in-One: 433.5 x 401.5 x 216.7 mm (17.07 x 15.81 x 8.53 in)</p> <p>HP Officejet 4500 Desktop All-in-One: 433.5 x 401.5 x 169 mm (17.07 x 15.81 x 6.65 in)</p>
Weight	<p>HP Officejet 4500 All-in-One and HP Officejet 4500 Wireless All-in-One: 5.9 kg (13 lb)</p> <p>HP Officejet 4500 Desktop All-in-One: 5 kg (11 lb) or 6 kg (12 lb) (varies by region)</p>
What's in the box	All-in-One, ink cartridge pack (1 black, 1 tri-color), ¹⁵ power adapter, two power cords, USB cable (AP only), Ethernet cable (AP only), phone cord, CD with printer software and user guide, fax guide, and set-up poster
Included software	HP Solution Center, HP Smart Web Printing, OCR software by I.R.I.S, HP Document Manager 2.0, Yahoo! Toolbar customized for HP, Shop for HP Supplies
Warranty	One-year limited hardware warranty backed by HP Customer Care, service and support; one-year technical phone support (plus a toll-free number in US, CA only)
HP SureSupply enabled¹⁶	To learn more, visit www.hp.com/SureSupply

Environmental and power specifications

Environmental ranges	
Recommended operating temperature	15 to 32° C (59 to 90° F)
Maximum operating temperature	5 to 40° C (41 to 104° F)
Storage temperature	-40 to 60° C (-40 to 140° F)
Recommended operating humidity	15 to 85 percent, non-condensing
Non-operating humidity	15 to 85 percent, non-condensing
Power specifications¹⁷	Input requirements: 100 to 240 VAC, 50/60 Hz
Power consumption¹⁸	
Maximum	17 watts
Off	0.4 watts
Powersave	2.8 watts
Standby	3.0 watts
ENERGY STAR® qualified models, see www.hp.com/energystar	
Certifications	
EMC	USA (FCC Part 15 Class B Rules), Canada (ICES-003 Issue 4)
Safety	IEC 60950-1:2001 compliant; safety UL 60950-1:2003 listed (CSAus); EU LVD 2006/95/EC and EN 60950-1:2001 compliant; certified by Canada cCSA 60950-1-03; Mexico NOM 019-SFCl-1993; Russia GOST
Telecom compliance	EU (R&TTE Directive 1999/5/EC); EU (TBR21:1998); USA (FCC Title 47 CFR Part 68; TIA/EIA/968:2001); Canada (CS-03 Issue 9); Mexico (SCT); Brazil (ANATEL); Argentina (CNC); Chile (SUBTEL); South Africa (ICASA)

B—ORDERING INFORMATION

Use supplies specifically designed for the all-in-one to ensure optimal performance. To order the products and supplies listed here, go to the HP web site. If you don't have access to the Internet, contact your qualified HP dealer, or call HP (800) 282-6672 (U.S.).

All-in-one	HP Officejet 4500 Desktop All-in-One	CM753A (NA/EMEA) CM754A (AP)
	HP Officejet 4500 All-in-One	CB867A
	HP Officejet 4500 Wireless All-in-One	CN547A
Ink cartridges	HP 901XL Black Officejet Ink Cartridge	CC653-30001
	HP 901 Tri-color Officejet Ink Cartridge	CC656-30001
	HP 901 Black Officejet Ink Cartridge	CC654-30001

Contact information

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Contact HP by country:

www.welcome.hp.com/country/us/eng/contact_us.html

HP Shopping (for U.S. only)

www.hpshopping.com or 1-888-999-4747

Endnotes

- ¹ Compared with the HP 901 Black Officejet Ink Cartridge. High-capacity black cartridge not included, please purchase separately. No high-capacity tri-color cartridge available.
- ² Built-in Ethernet connectivity available with the HP Officejet 4500 All-in-One; wireless connectivity included on the HP Officejet 4500 Wireless All-in-One. Wireless performance is dependent upon physical environment and distance from access point.
- ³ 20-sheet automatic document feeder (ADF) included on the HP Officejet 4500 All-in-One and the HP Officejet 4500 Wireless All-in-One.
- ⁴ Based on paper industry predictions for acid-free papers and Original HP inks; colorant stability data at room temperature based on similar systems tested as per ISO 11798 and ISO 18909.
- ⁵ Up to 4800 x 1200-optimized DPI color when printing from a computer on select photo papers and 1200-input DPI.
- ⁶ Network capability depends on all-in-one model.
- ⁷ Based on standard ITU-T test image #1 at standard resolution. More complicated pages or higher resolution will take longer and use more memory.
- ⁸ Requires Microsoft Internet Explorer 6.0-8.0.
- ⁹ Requires caller ID service, not included. Price and service contract must be negotiated separately. Junk-fax blocker available only in countries with caller ID services: North America—USA and Canada.
- ¹⁰ HP ink cartridge return and recycling is available in 44 countries and territories around the world, covering 88% of the addressable market; see www.hp.com/recycle for details.
- ¹¹ After first page; see www.hp.com/go/inkjetprinter for details. Print speed may vary depending on the type of output.
- ¹² Duty cycle is defined as the maximum number of pages per month of imaged output.
- ¹³ Windows 7 Ready. For more information go to www.hp.com/go/windows7. Some features may not be available. For Windows XP (SP1) Starter Edition, Windows Vista Starter Edition, and Windows 7 Starter Edition, only the printer driver, scan driver and the Toolbox are available. For computers without a CD or DVD drive, download the software from the HP support web site (www.hp.com/support).
- ¹⁴ Support information is available from www.hp.com/support.
- ¹⁵ Introductory supplies ship with the device in AP.
- ¹⁶ HP SureSupply is a free tool that helps you keep up with your print supplies. When your all-in-one sends you a low-ink alert, SureSupply lets you immediately order the correct supplies online—often with free shipping—either from a participating retailer or from HP. For more information, visit www.hp.com/go/SureSupply; only available with Original HP supplies; Internet access required.
- ¹⁷ Power requirements are based on the country or region where the product is sold. Do not convert operating voltages or use with other voltages. Doing so might cause damage that would not be covered under HP product warranty.
- ¹⁸ Power measurements are based on ENERGY STAR OM test procedure.



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