

Answers: [Lab - Perform Preventive Maintenance on a Laser Printer](#)

Objectives

In this lab, you will perform preventive maintenance on a laser printer.

Note: The lab instructions are for general reference only. Refer to the manufacturer's printer manual for instructions to perform preventive maintenance on your laser printer model.

Recommended Resources

- 1 laser printer
- Printer manual or Internet access to view the printer manual

Instructions

Step 1: Locate the printer manual.

The printer manual may be provided by your instructor or navigate to the printer manufacturer's web site to download a copy of the printer manual for your printer model.

Step 2: Replace the toner cartridge.

- Check that power is off.
- Open the cartridge access door.
- Lift up the toner cartridge and remove it from the slot.
- Remove the new cartridge from the packaging.
- You may need to shake the toner cartridge a few times to distribute the toner evenly inside the cartridge.
- Remove any tabs, sealing tapes, or drum protective covers as necessary.
- Place the new cartridge in the slot and carefully press the cartridge into place.
- When all the cartridges have been replaced, close the cartridge access door.

Step 3: Replace the fuser unit.

- Turn off the printer and make sure it is cool before proceeding.
- Open the access door to the fuser unit.
- Grab the handle of the fuser unit and remove it from the printer. **CAUTION: IT MAY BE HOT.**
- Remove the new fuser from its packaging and replace the fuser.
- Close the access door.

Step 4: Replace rollers.

If after changing the paper it is not feeding properly, the paper path rollers may be dirty.

- Turn off the printer.
- Pull out the paper tray.
- Locate the rollers.

- d. Wipe the rollers with clean dampened cloth or replace them.
- e. Push in the paper tray.

Reflection Question

Refer to the printer manual. What other preventive maintenance can be performed for the printer?

Type your answers here.