HP Network Configuration Guide

This guide will walk you through connecting your HP MFP to the network and locking in its IP address. Follow Step 1a for a wired connection or Step 1b for a wireless connection, then complete Step 2 to lock in the IP address.

Step 1a — Wired Connection

A wired connection is the simplest and most reliable option. All you need is an ethernet cable.

1. Locate the ethernet port on the back of the copier and plug in the ethernet cable.
2. On the copier touchscreen, swipe left and tap **Settings**.
3. Tap **Networking → Ethernet → TCP/IP → IPv4 Settings → Config Method**.
4. Confirm **DHCP** is enabled. If not, turn it on now.
5. Go back to **IPv4 Settings** and turn **ON DHCP Release** & **DHCP Renew**.
6. Press the power button to restart the machine. Wait 30 seconds, then power back on.
7. Once restarted, check the home screen for an IP address. You can check by pressing the **i** icon at the top of the home screen and tapping **Ethernet**.

Once you confirm an IP address is showing, proceed to Step 2 to lock it in.

Step 1b — Wireless Connection

Use this section if your copier will connect to the network over Wi-Fi instead of an ethernet cable.

1. On the copier touchscreen, swipe left and tap **Settings**.
2. Tap **Networking → Wireless → Wireless Station → SSID List**.
3. Select your **Wi-Fi network name** from the list.
4. Go back to **Wireless Station** and tap **Authentication**.
5. Enter your **Wi-Fi network password**.
6. Return to **Networking → Wireless → TCP/IP → IPv4 Settings → Config Method**.
7. Confirm **DHCP** is enabled. If not, turn it on now.
8. Go back to **IPv4 Settings** and turn **ON DHCP Release** & **DHCP Renew**.
9. Press the power button to restart the machine. Wait 30 seconds, then power back on.
10. Once restarted, check the home screen for an IP address. You can check by pressing the **i** icon at the top of the home screen and tapping **Ethernet**.

Once you confirm an IP address is showing, proceed to Step 2 to lock it in.

Step 2 — Lock In the IP Address

After the machine has fully rebooted, follow these steps to disable DHCP and lock in the new IP address. This prevents another device on the network from taking the same address.

1. On the copier touchscreen, swipe left and tap **Settings**.
2. Tap **Networking → Ethernet** or **Wireless** (use whichever you chose in Step 1) → **TCP/IP → IPv4 Settings → Config Method**.

3. Switch from **DHCP** to **Manual**. This locks the current IP address into the machine.
4. Exit to the **Main Menu**.

> ⚠ **Important:** Make a note of the IP address shown on the home screen before exiting. You will need it when installing the print driver.

Your HP MFP is now connected to the network with a locked IP address. If you continue to experience issues, please contact AOM support.