US Letter paper test

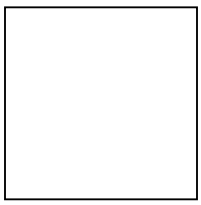
8.5 x 11 in | LETTER-11

1 Print this page

Load Letter in the tray assigned to this job.

Select Actual size or 100%. Use a separate print job if the driver does not choose the tray based on each PDF page size.

2 Measure the square



The square should measure 1 inch on each side.

A smaller square usually means the job was scaled.

3 Scan or copy the sheet

Look for all four corner marks and the LETTER-11 marker below.

For a scan, check the PDF page dimensions as well as the image.

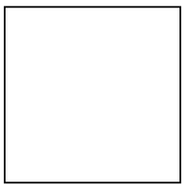
US Legal paper test

8.5 x 14 in | LEGAL-14

1 Print this page

Load Legal or LGL in a tray rated for 14-inch sheets.
Select Actual size or 100%. Use a separate print job if the driver does not choose the tray based on each PDF page size.

2 Measure the square



The square should measure 1 inch on each side.

A smaller square usually means the job was scaled.

3 Scan or copy the sheet

Look for all four corner marks and the LEGAL-14 marker below.
For a scan, check the PDF page dimensions as well as the image.

LEGAL LENGTH CHECK

This line sits more than 11 inches below the top of the sheet.