

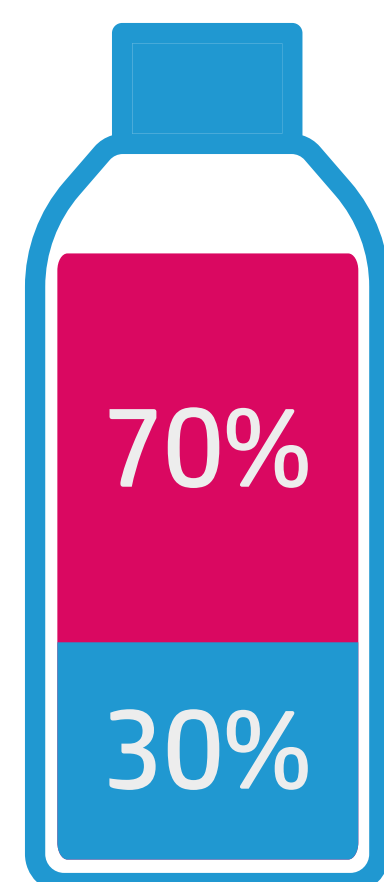
# A GUIDE FOR CLEANING YOUR PC AND PRINTER

HP Inc. is committed to providing productive and innovative solutions that support the wellbeing of all. We're sharing these tips to effectively clean your devices in an effort to maintain a more hygienic work and entertainment environment.

## The recommended disinfectant is an alcohol based solution consisting of:

**70% isopropyl alcohol**

**30% water**

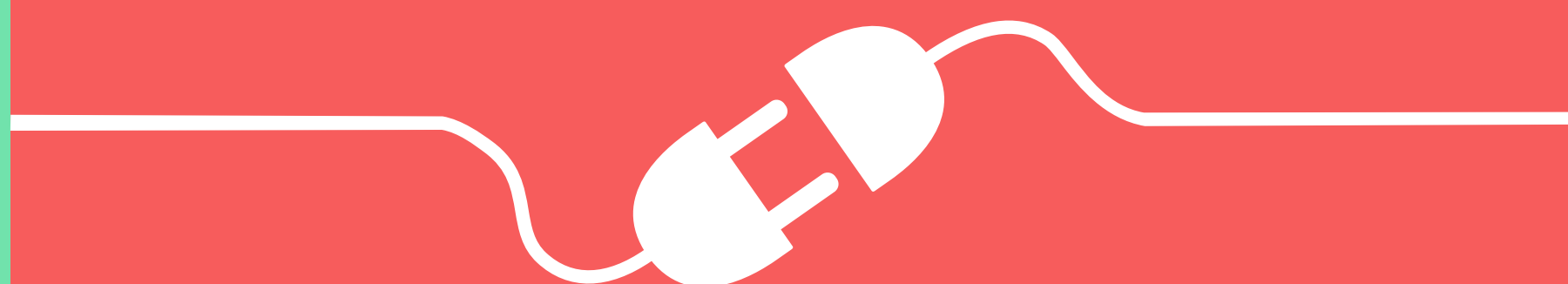


### Follow these steps:

**1** Use disposable gloves



**2** Turn off the device and ensure to disconnect the power or remove batteries



**3** Disconnect all external devices



**4** Dampen a microfiber handkerchief with the alcohol based solution



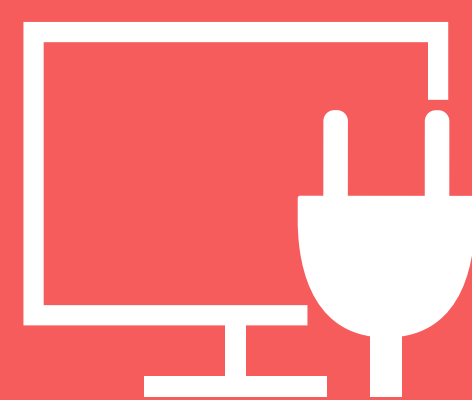
**5** Do not spray any liquid directly onto your device



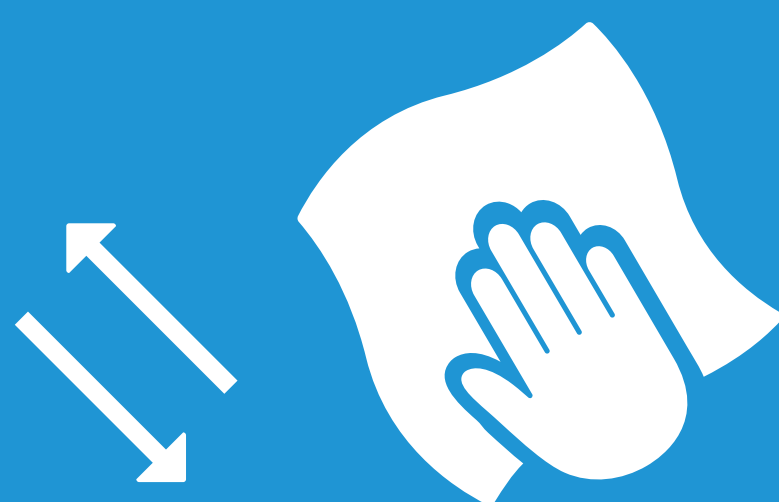
**6** Carefully clean all external surfaces. Do not allow any water to drip onto the keyboard, screen or USB port



**7** Start with your screen or control panel and end with the cables



**8** Gently wipe in the same direction, top to bottom



**9** Make sure all surfaces are dry before powering on your device



**10** After disinfecting, clean the glass of the equipment again with a glass cleaner



**11** Dispose of the gloves after each cleaning



**12** Wash your hands immediately afterwards

