**hp** deskjet 3820 series



# reference guide



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#### terms and conventions

The following terms and conventions are used in this reference guide:

#### terms

The hp deskjet 3820 series printer may be referred to as the **HP Deskjet 3820 printer**, the **HP Deskjet**, or the **HP printer**.

#### symbols

The > symbol guides you through a series of software steps. For example:

Click Start > Programs > Hewlett-Packard > [hp deskjet printer] > release notes to view the release notes.

#### cautions

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A **Caution** indicates possible damage to the HP printer or to other equipment. For example:

**Caution!** Do not touch the print cartridge ink nozzles or copper contacts. Touching these parts will result in clogs, ink failure, and bad electrical connections.

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# reference guide

hp deskjet 3820 printer

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# introducing the hp deskjet 3820 series printer

# what's in the box

Thank you for buying an hp deskjet 3820 series printer! Your printer box contains the following items:



If any of these items is missing from the box, talk to your HP dealer or contact the HP Customer Care Center. See "contacting hp customer care center" on page 13 for more information.

# connectivity

## **USB** cable

Purchase a Universal Serial Bus (USB) 2.0 full speed compliant cable. Use with Windows 98, Me, 2000, XP, and Macintosh.

# parallel cable

Purchase parallel cable type IEEE-1284 compliant. Use with Windows 95, 98, NT 4.0, Me, 2000, and XP.

English

# finding information

Several documents are included with the HP printer. They provide instructions on how to install the printer software, operate the printer, and find help.

see		for information about	platform
	CD	Begin with the printer software CD to setup the printer and install the printer software. The printer software CD provides setup instructions.	Windows
	Windows <i>setup</i> poster	<ul> <li>Installation and troubleshooting</li> <li>Printer software and hardware setup</li> </ul>	Windows
	Macintosh <i>setup</i> poster	Macintosh setup instructions	Macintosh
	this reference guide	<ul> <li>Printer box contents</li> <li>Additional installation troubleshooting</li> <li>HP Customer Care Center</li> <li>HP printer warranty</li> </ul>	Windows Macintosh
<b>E</b>	Printer Assistant	<ul> <li>Onscreen user's guide for using, maintaining, and troubleshooting the printer; warranty statements, environmental statement; regulatory notices (For access instructions, see "viewing the onscreen user's guide" on page 3.)</li> <li>HP Customer Care Center</li> <li>Printing ideas</li> <li>Shopping links to other HP products</li> <li>Tools and updates</li> </ul>	Windows
	Onscreen user's guide	<ul> <li>Complete product information including:</li> <li>Using, maintaining, and troubleshooting the printer</li> <li>Warranty statement</li> <li>Environmental statement and regulatory notices (For access instructions, see "viewing the onscreen user's guide" on page 3.)</li> </ul>	Macintosh
	release notes	<ul> <li>Known software compatibility issues.</li> <li>Click Start &gt; Programs &gt; Hewlett-Packard &gt;[hp deskjet printer] &gt; release notes</li> </ul>	Windows
	this reference guide	DOS systems information appears on page 4 of this <i>reference guide</i> .	DOS

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## viewing the onscreen user's guide

The onscreen *user's guide* provides instructions for using the HP printer. Information is also provided to help you solve printer problems that may occur.

## Windows

When you install the printer software, the onscreen *user's guide* is installed automatically. Open the *user's guide* through the HP Printer Assistant, a tool that also provides:

- Support through HP Customer Care Center
- Printing ideas
- Shopping links to other HP products
- Tools and updates

The hp printer assistant icon is displayed on the Windows desktop after you install the printer software.



Double-click the icon to open the **hp** printer assistant.

#### accessing the user's guide

To view the user's guide:

1. Double-click the **hp printer assistant** icon on your computer desktop.

The HP Printer Assistant appears.

 Click the user's guide button to display the guide's topics.

You can also open the *user's guide* from the Start menu by clicking **Start** > **Programs** > **Hewlett-Packard** > **[hp deskjet printer]** > **user's guide.** 

# Adobe Acrobat versions of the user's auide

The *user's guide* is also available in the following languages:

- Arabic
- Greek
- Hebrew
- Turkish

If you want to view the *user's guide* in one of these languages:

- 1. Double-click the **hp printer assistant icon** on your computer desktop.
- Click the user's guide button on the HP Printer Assistant screen.
- 3. Select user's guide is available in other languages at the bottom of the screen.
- Insert the printer software CD into the computer's CD-ROM drive.
- **5.** Select your language from the list that appears.
  - If Acrobat Reader is installed on your computer, the user's guide is displayed.



Use Acrobat 4.0 or later to view the *user's guide*.

 If Acrobat Reader is not installed on your computer, it is installed automatically, then the user's guide is displayed.

# Macintosh

Adobe Acrobat Reader 4.0 or later is required to view the *user's guide* on Macintosh computers. If you do not have Acrobat Reader, install it from the printer software CD.



English

If you are a Mac OS X user, view the onscreen *user's guide* with Adobe Acrobat Reader 4.0 or later. If you use the Mac OS X Preview feature, you will not be able to navigate the onscreen *user's guide*.

To open the user's guide:

- Insert the printer software CD into the computer's CD-ROM drive.
  - The HP Deskjet screen is displayed.
- 2. Select the User's Manuals folder for your language.
- 3. Do one of the following:
  - Double-click the User's Guide icon if Acrobat Reader is installed on your computer.



• Double-click the **Reader Installer** icon if Acrobat Reader is not installed on your computer.



Adobe Acrobat Reader is installed automatically. After it is installed, double-click the **User's Guide** icon to display the *user's guide*.

## DOS

In DOS operating systems, information is found in a text document called *dosread.txt*. This file is located on the printer software CD in the **<language code>**\**djcp**\ directory. For **<language code>** substitute the relevant code from the list below. To read the file in English, for example, open *dosread.txt* in the **enu\djcp**\ directory.

DOS support is not available in all languages and countries/regions.

for this language	use this code
Chinese, Simplified	chs
Chinese, Traditional	cht
Czech	csy
Danish	dan
German	deu
English	enu
Spanish	esm
Finnish	fin
French	fra
Hungarian	hun
Italian	ita
Korean	kor
Dutch	nld
Norwegian	non
Polish	plk
Portuguese	ptb
Russian	rus
Swedish	SVC

# buttons and lights

The printer buttons let you turn the printer on and off, cancel a print job, or resume printing. The lights give you visual cues about the status of the printer.



1. Cancel button 2. Print Cartridge Status symbol and light 3. Resume button and light 4. Power button and light

## cancel button

Pressing the Cancel button cancels the current print job.

# print cartridge status symbol and light

The light beside the Print Cartridge Status symbol flashes when a print cartridge is low on ink or incorrectly installed or the printer's top cover is open.

## resume button and light

The Resume light flashes when an action is required such as loading paper or clearing a paper jam. When the action is completed, press the **Resume** button to continue printing.

## power button and light

The Power button turns the printer on and off. It may take a few seconds for the printer to turn on after pressing the Power button. The green light next to the Power button flashes when the printer is processing.

**Caution!** Always use the Power button on the front of the printer to turn the printer on and off. Using a power strip, surge protector, or a wall-mounted switch to turn the printer on and off may cause printer failure.

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# print cartridges

#### using print cartridges

English

The printer uses these print cartridges:

print cartridge	selection number	product number
black	15	c6615
tri-color	78	c6578

For more informations, see these sections in the onscreen *user's guide*:

- "replacing print cartridges"
- "maintaining print cartridges"
- "print cartridge recovery"

#### replacing a print cartridge

To replace a print cartridge:

- 1. Press the **Power** button to turn on the printer.
- Open the top cover. The cradle moves to the center of the cradle rod.
- 3. Raise the cradle latch.
- **4.** Lift the print cartridge out of the print cartridge cradle and discard it.

5. Remove the replacement print cartridge from its packaging and carefully remove the plastic tape. Hold the print cartridge so that the copper strip is on the bottom.



1. pull tab to remove the plastic tape

**Caution!** To prevent clogs, ink failure, and bad electrical connections, do not touch the print cartridge ink nozzles or copper contacts, and do not remove the copper strips.

- **6.** Push the print cartridge firmly into the cradle.
- 7. Secure the cradle latch, then close the top cover.
- 8. Verify that plain paper is loaded in the In tray, then print a calibration page to align the print cartridges.

For instructions on aligning the print cartridges, see "calibrating the print cartridges" in the onscreen *user's* guide.



# Windows

Use the information in this section if you have problems setting up your HP printer. If you need help after the printer is set up, see the onscreen *user's guide* in the Printer Assistant. See "accessing the *user's guide*" on page 3 of this *reference guide* for instructions.



the printer software.

# English



# installation troubleshooting, continued

# Windows, continued

## what is the problem?

The printer software did not install correctly.

#### possible causes...



- There may be a conflict with a virus protection program or other software programs.
- There may be a conflict with a peripheral device connected to your printer.

#### to solve the problem...

Uninstall the software, then reinstall it. 1.Do one of the following:

- Insert the CD-ROM into the CD-ROM drive, and select **Remove printer software**. Follow the onscreen instructions.
- Open the Printer Assistant and select Tools and Updates > uninstall software.
- Select Start > Programs > Hewlett-Packard > [hp deskjet printer] > uninstall software.
- 2. Close any virus protection programs or other software programs that are running on the computer.
- 3. To reinstall the printer software, insert the CD-ROM into the CD-ROM drive, then follow the onscreen instructions.

If the software program does not automatically start, then see "to solve the problem..." on page 7.



## Windows USB

Use the information in this section if you have problems setting up your HP printer. If you need help after the printer is set up, see the onscreen *user's guide*.



If the installation program does not automatically start, then see"to solve the problem..." on page 7.

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Windows USB, continued

what is the problem?

I set up the printer before inserting the CD, and

English

# installation troubleshooting, continued

#### connected a USB cable between the printer and my computer. The New Hardware Wizard did not appear. to solve the problem... possible causes... You may not be using Windows Verify Windows 98, Me, 2000, or XP is running. If not, connect with a parallel cable. 98, Me, 2000, or XP. Your USB cable may not be 1. Disconnect the USB cable from your printer, connected properly. then reconnect the cable to your printer. 2. Verify that the cable is securely attached. Your computer may not be USB 1. Click Start > Settings > Control Panel, or click enabled. Start > Control Panel. 2. Double-click the System icon. 3. Select the Device Manager tab, or select the Hardware tab and click the Device Manager button. 4. Click the **plus** (+) icon next to the Universal Serial Bus Controller option. • If you see a USB host controller and a USB root hub listed, USB is enabled. • If you do not see these devices listed, refer to the computer's documentation or contact the computer's manufacturer for more information on enabling and setting up USB.

5. Use a parallel cable to connect your printer to the computer if you cannot enable USB.





## Windows USB, continued

#### what is the problem?

When I tried installing USB the installation stopped. When I tried to install again, the New Hardware Found Wizard was gone and the USB port was not available.

#### possible causes...

The Operating system terminated the installation before it was complete. to solve the problem...

Uninstall the software, then reinstall it. 1.Do one of the following:

- Insert the CD-ROM into the CD-ROM drive, and select **Remove printer software**. Follow the onscreen instructions.
- Open the Printer Assistant and select Tools and Updates > uninstall software.
- Select Start > Programs > Hewlett-Packard > [hp deskjet printer] > uninstall software.
- Close any virus protection programs or other software programs that are running on the computer.
- 3. To reinstall the printer software, insert the CD-ROM into the CD-ROM drive, then follow the onscreen instructions.

If the software program does not automatically start, then see "to solve the problem..." on page 7.

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# installation troubleshooting, continued

# Windows USB, continued



When I connect a USB cable between the printer and my computer, an "Unknown Device" message appears.



If you are using Windows 2000, the "Unknown Device" message does *not* mean that there is a problem. However, if you are using Windows 98, Me, or XP, the "Unknown Device" message *does* mean that there is a problem. Use the troubleshooting steps below.

#### possible causes...



 Static electricity has built up in the cable between the printer and your computer.

• You may have a defective USB cable.

#### to solve the problem...

- 1. Disconnect the USB cable from the printer.
- 2. Unplug the printer from its power cord.

3. Wait approximately 30 seconds.

- 4. Plug the power cord into the printer.
- 5. Plug the USB cable into the printer.
- 6. Replace the USB cable or use a parallel cable if "Unknown Device" continues to appear in the New Hardware Found dialog box and you are not using Windows 2000.

# contacting hp customer care center

HP Customer Care Center provides expert advice on using your HP printer or solving problems with your printer.

#### support process

The HP support process works most effectively if you look for help in the following order:

- Use the onscreen user's guide. See "viewing the onscreen user's guide" on page 3.
- 2. Access HP e-support.
  - Check HP's Web support pages for product help
  - Send HP an email
- 3. Contact HP support by phone.

For more information see "hp support by phone" on page 14.

Support options and availability vary by product, country/region, and language.

#### hp support Websites

If you have access to the Internet, you can obtain a wide variety of information about your printer.

Visit our Website for the latest printer software and support information at: www.hp.com/cposupport/loc/ regional.html or www.hp.com/go/ support

#### hp support email

One-to-one email gives direct answers to your questions from an HP support technician. Email support is a great way to ask technical questions and obtain answers that are tailored to your specific need.

Enter your question on a Web form and receive an email reply.

## software updates

Use either of the following methods to obtain copies and updates of the printer software:

- Download the printer software from HP's Website.
- Phone the HP Customer Care Center to request a CD containing the software update files.

See "support phone numbers" on page 15.

## hp support by phone

HP provides telephone support free of charge during the printer's free phone support period.

#### free phone support period

English

The list below shows the free phone support period for your country/region. Standard phone company charges apply.

country/region	phone support
North America	90 days
Asia Pacific	1 year
Europe, Middle East, Africa	See below*
Latin America— including Mexico	1 year

#### \* Europe, Middle East, and Africa

For phone support in Europe, please consult the following Website to check the details and conditions of phone support in your country/region: http://www.hp.com/go/support.

Alternatively, you can ask your dealer or call HP at the phone number listed for your country/region. See "support phone numbers" on page 15. As a part of our continuing effort to improve our phone support services, we advise you to check our Website on a regular basis for new information regarding service features and delivery.

#### before placing a call

Before placing a call for help, try these other free support options:

- user's guide; see "viewing the onscreen user's guide" on page 4.
- *setup* poster
- HP e-support

If you cannot solve the problem using these resources, call an HP support technician while you are in front of your computer and printer. For faster service, please be prepared to provide information about the steps you have taken to solve the problem.

HP needs the following information to assist you:

- The printer's model number (located on the label on the front of the printer)
- The printer's serial number (located on the bottom of the printer)
- The computer's operating system
- The version of the printer driver (also referred to as the printer software)
- Messages displayed at the time the situation occurred
- Answers to these questions:
  - Has this situation happened before? Can you re-create it?
  - Did you add any new hardware or software on your computer around the time this situation began?

## support phone numbers

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If you need help solving a problem, contact HP support using one of the phone numbers in the table below.For the most up-to-date list of phone numbers for your country/region, refer to HP's Website:

#### http://www.hp.com/cpso-support/guide/ psd/expectations.html

country/region	phone number
Africa/Middle East	41 22 780 71 11
Argentina	0810 555 5520
Australia	03 8877 8000
Austria	0660 6386
Belgium (Dutch) Belgium (French)	02 626 8806 02 626 8807
Brazil (inside Greater	3747-7799
Brazil (outside Greater Sao Paulo)	0-800-157751
Canada	905 206 4663
Caribbean	1-800-711-2884
Central America	1-800-711-2884
Chile	800 36 0999
China	010 6564 5959
Colombia	9-800-114-726
Costa Rica	0-800-011-0524
Denmark	39 29 4099
Ecuador (Andinatel) Ecuador (Pacifitel)	1-800-711-2884 1-800-225528
Finland	0203 47 288
France	01 43 62 34 34
Germany	0180 52 58 143 (€ 0.06/30 sec.)
Greece	1 60 73 603
Guatemala	1-800-995-5105

country/region	phone number
Hong Kong	3002 8555
Hungary	01 382 1111
India	11 682 6035
Indonesia	21 350 3408
Ireland	01 662 5525
Israel	09 830 4848
Italy	02 264 10350
Japan	0570 000511
Korea (Seoul) Korea (outside Seoul)	02 3270 0700 080 999 0700
Malaysia	03 295 2566
Mexico (Mexico City) Mexico (Outside	5258 9922
Mexico City)	01 800 472 6684
Netherlands	0 20 606 8751
New Zealand	09 356 6640
Norway	22 11 6299
Peru	0800-10111
Philippines	2 867 3551
Poland	22 865 98 00
Puerto Rico	1-877-232-0589
Russia (Moscow)	095 923 50 01
Singapore	272 5300
Spain	902 321 123
Sweden	08 619 2170
Switzerland	0 848 80 11 11
Taiwan	2 2717 0055
Thailand	2 6614000
Turkey	1 216 579 71 71
United Kingdom	0207 512 5202
United States	1 (208) 323-2551
Venezuela	0800-47468368
Vietnam	08 823 4530

#### after the free phone support period

After the free phone support period, contact your HP dealer or call the support phone number for your country/region to discover the available support options. See "support phone numbers" on page 15.

## obtaining hp repair

If your HP printer needs to be repaired, call HP phone support. A trained HP support technician will diagnose the problem and coordinate the repair process.

For a list of HP support phone numbers, see "support phone numbers" on page 15.

HP support will direct you to the best solution, whether it is an authorized service provider or an HP facility. This service is free during your HP printer's limited warranty period. After the warranty period, you will be quoted a repair cost.

# obtaining a warranty extension

If you would like to extend the warranty coverage beyond the limited warranty period, contact your local HP dealer.

If your HP dealer does not offer service contracts, call HP directly and ask about our HP service agreements.

# hp printer limited warranty statement

region	software	printer
North America (including Canada)	90 days	90 days
Asia Pacific	90 days	1 year
Europe	90 days	1 year
Latin America	90 days	1 year

#### A. extent of limited warranty

Hewlett-Packard (HP) warrants to the end-user customer that the HP products specified above will be free from defects in materials and workmanship for the duration specified above, which duration begins on the date of purchase by the customer. Customer is responsible for maintaining proof of date of purchase.

- For software products, HP's limited warranty applies only to a failure to execute programming instructions. HP does not warrant that the operation of any product will be uninterrupted or error free.
- HP's limited warranty covers only those defects which arise as a result of normal use of the product, and do not apply to any:
  - Improper or inadequate maintenance or modification;
  - Software, interfacing, media, parts, or supplies not provided or supported by HP; or
  - Operation outside the product's specifications.
  - For HP printer products, the use of a non-HP ink cartridge or a refilled ink cartridge does not affect either the warranty to the customer or any HP support contract with the customer. However, if printer failure or damage is attributable to the use of a non-HP or refilled ink cartridge, HP will charge its standard time and materials charges to service the printer for the particular failure or damage.

- 3. If HP receives, during the applicable warranty period, notice of a defect in any software, media, or ink cartridge covered by HP's warranty, HP shall replace the defective product. If HP receives notice of a defect in any hardware product covered by HP's warranty during the applicable warranty period, HP shall either repair or replace the defective product at HP's option.
- 4. If HP is unable to repair or replace, as applicable, a defective product covered by HP's warranty, HP shall, within a reasonable time after being notified of the defect, refund the purchase price of the product.
- 5. HP shall have no obligation to repair, replace, or refund until the customer returns the defective product to HP.
- Any replacement product may be either new or like-new, provided that it has functionality at least equal to that of the product being replaced.
- 7. HP's limited warranty is valid in any country where the covered HP product is distributed by HP except for the Middle-East, Africa, Argentina, Brazil, Mexico, Venezuela, and France's "Departements D'Outre-Mer"; for those excepted areas, the warranty is valid only in the country of purchase. Contracts for additional warranty services, such as on-site service, may be available from any authorized HP service facility where the product is distributed by HP or by an authorized importer.
- Any applicable print cartridge warranty shall not apply to HP print cartridges that have been refilled, remanufactured, refurbished, misused, or tampered with in any way.

#### **B.** limitations of warranty

English

TO THE EXTENT ALLOWED BY LOCAL LAW, NEITHER HP NOR ITS THIRD PARTY SUPPLIERS MAKE ANY OTHER WARRANTY OR CONDITION OF ANY KIND, WHETHER EXPRESS OR IMPLIED, WITH RESPECT TO THE HP PRODUCTS, AND SPECIFICALLY DISCLAIM THE IMPLIED WARRANTIES OR CONDITIONS OF MERCHANTABILITY, SATISFACTORY QUALITY, AND FITNESS FOR A PARTICULAR PURPOSE.

#### C. limitations of liability

- To the extent allowed by local law, the remedies provided in this Warranty Statement are the customer's sole and exclusive remedies.
- 2. TO THE EXTENT ALLOWED BY LOCAL LAW, EXCEPT FOR THE OBLIGATIONS SPECIFICALLY SET FORTH IN THIS WARRANTY STATEMENT, IN NO EVENT WILL HP OR ITS THIRD PARTY SUPPLIERS BE LIABLE FOR DIRECT, INDIRECT, SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES, WHETHER BASED ON CONTRACT, TORT, OR ANY OTHER LEGAL THEORY AND WHETHER ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

#### D. local law

- This Warranty Statement gives the customer specific legal rights. The customer may also have other rights which vary from state to state in the United States, from province to province in Canada, and from country to country elsewhere in the world.
- 2. To the extent that this Warranty Statement is inconsistent with local law, this Warranty Statement shall be deemed modified to be consistent with such local law. Under such local law, certain disclaimers and limitations of this Warranty Statement may not apply to the customer. For example, some states in the United States, as well as some governments outside the United States (including provinces in Canada), may:
  - Preclude the disclaimers and limitations in this Warranty Statement from limiting the statutory rights of a consumer (e.g., the United Kingdom);
  - Otherwise restrict the ability of a manufacturer to enforce such disclaimers or limitations; or
  - Grant the customer additional warranty rights, specify the duration of implied warranties which the manufacturer cannot disclaim, or not allow limitations on the duration of implied warranties.
- 3. FOR CONSUMER TRANSACTIONS IN AUSTRALIA AND NEW ZEALAND, THE TERMS IN THIS WARRANTY STATEMENT, EXCEPT TO THE EXTENT LAWFULLY PERMITTED, DO NOT EXCLUDE, RESTRICT, OR MODIFY, AND ARE IN ADDITION TO, THE MANDATORY STATUTORY RIGHTS APPLICABLE TO THE SALE OF HP PRODUCTS TO SUCH CUSTOMERS.



#### black text print speed

Draft: Up to 12 pages per minute Normal: Up to 6.5 pages per minute Best: Up to 3 pages per minute

#### mixed text with color graphics print speed\*

Draft: Up to 10 pages per minute Normal: Up to 4.5 pages per minute Best: Up to 1 page per minute \* These are approximate figures. The exact speed varies with the system configuration, software program, and document complexity.

#### memory

All models: 2 MB built-in RAM

#### power consumption

All models: 2 watts maximum when off 4 watts average non-printing 25 watts average when printing

# regulatory notices

#### regulatory model identification number

For regulatory identification purposes, your product is assigned a Regulatory Model Number. The Regulatory Model Number for your product is VCVRA-0103. This regulatory number should not be confused with the marketing name (HP Deskjet 3820) or product number (C8952).

### declared noise emissions in accordance with ISO 9296

#### Best Mode:

Sound power level, LWAd: 5.7 Bels (A) [57 dB (A)]

Sound pressure level, LpAm (bystander positions): 45 dB (A)

#### Normal Mode:

Sound power level, LWAd: 6.0 Bels (A) [60 dB (A)]

Sound pressure level, LpAm (bystander positions): 47 dB (A)

#### power requirements

Input Voltage: 100 to 240 Vac (± 10%)

Input Frequency: 50 to 60 Hz (± 3 Hz)

Accommodates the worldwide range of AC line voltages and frequencies.





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