****

**1.**Start the process of cleaning your [inkjet printer](https://store.hp.com/us/en/vwa/inkjet-printers/prnttyp=InkJet) printhead by clicking the “Start” button.

**2.** Access your **Control Panel** which allows you to see several menus including “**Printers and Scanners**” (You’ll find a list of any printers you have connected to previously as well as the ones you currently use).

**3.**Click on the printer icon and choose “**Properties**” (This window allows you to see how much ink you have available in your ink cartridges or if there are any issues associated with your devices).

**4.**If you see an indication that your ink cartridges are all full but your print jobs are fuzzy or smudged, then this is a clear indication that you need to clean the printhead.

**5.**Choose “**Printing Preferences**,” and then the “**Service**” tab.

**6.**From there, you have the option to choose “**Printer Services**” on the next window.

**7.**You’ll see a command to “**Clean Printheads**,” which will start the process of cleaning the printhead without you physically removing it.