

# **User's Guide**

NPD4686-00 EN

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## **Copyright and Trademarks**

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### Introduction

### Introduction

### Where to Find Information

The latest version of the following manuals are available on the Epson support website. http://www.epson.eu/Support (Europe)

http://support.epson.net/ (other than Europe)

### ☐ Start Here (paper):

Provides you with information on setting up the product, installing the software, and using the product without a computer.

☐ User's Guide (PDF):

Provides you with detailed operating, safety, and troubleshooting instructions. See this guide when using this product with a computer.

To view the PDF manual, you need Adobe Acrobat Reader 5.0 or later, or Adobe Reader.

# **Caution, Important and Note**

Caution, Important, and Note in this manual are indicated as below and have the following meaning.



must be followed carefully to avoid bodily injury.



must be observed to avoid damage to your equipment.

#### Note

contain useful tips and restrictions on product operation.

# **Operating System Versions**

In this manual, the following abbreviations are used.

- ☐ Windows 7 refers to Windows 7 Home Basic, Windows 7 Home Premium, Windows 7 Professional, and Windows 7 Ultimate.
- ☐ Windows Vista refers to Windows Vista Home Basic Edition, Windows Vista Home Premium Edition, Windows Vista Business Edition, Windows Vista Enterprise Edition, and Windows Vista Ultimate Edition.
- ☐ Windows XP refers to Windows XP Home Edition, Windows XP Professional x64 Edition, and Windows XP Professional.

### Introduction

☐ Mac OS X refers to Mac OS X 10.5.8, 10.6.x, 10.7.x.

### **Important Instructions**

# **Important Instructions**

# **Safety Instructions**

	•		
	ad and follow these instructions to ensure safe use of this product. Make sure you keep this guide for future erence. Also, be sure to follow all warnings and instructions marked on the product.		
	Use only the power cord supplied with the product and do not use the cord with any other equipment. Use of othe cords with this product or the use of the supplied power cord with other equipment may result in fire or electri shock.		
	Be sure your AC power cord meets the relevant local safety standard.		
	Never disassemble, modify, or attempt to repair the power cord, plug, printer unit, scanner unit, or options by yourself, except as specifically explained in the product's guides.		
<u> </u>	Unplug the product and refer servicing to qualified service personnel under the following conditions:  The power cord or plug is damaged; liquid has entered the product; the product has been dropped or the casi damaged; the product does not operate normally or exhibits a distinct change in performance. Do not adjust controls that are not covered by the operating instructions.		
	Place the product near a wall outlet where the plug can be easily unplugged.		
	Do not place or store the product outdoors, near excessive dirt or dust, water, heat sources, or in locations subject to shocks, vibrations, high temperature or humidity.		
	Take care not to spill liquid on the product and not to handle the product with wet hands.		
Rea	roduct Advisories and Warnings ad and follow these instructions to avoid damaging the product or your property. Make sure you keep this guide for ure reference.		
Se	etting up/using the product		
	Do not block or cover the vents and openings in the product.		
	Use only the type of power source indicated on the product's label.		
	Avoid using outlets on the same circuit as photocopiers or air control systems that regularly switch on and off.		
	Avoid electrical outlets controlled by wall switches or automatic timers.		
	Keep the entire computer system away from potential sources of electromagnetic interference, such as loudspeakers or the base units of cordless telephones.		

### **Important Instructions**

The power-supply cords should be placed to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place objects on top of the power-supply cords and do not allow the power-supply cords to be stepped on or run over. Be particularly careful to keep all the power-supply cords straight at the ends and the points where they enter and leave the transformer.
If you use an extension cord with the product, make sure that the total ampere rating of the devices plugged into the extension cord does not exceed the cord's ampere rating. Also, make sure that the total ampere rating of all devices plugged into the wall outlet does not exceed the wall outlet's ampere rating.
If you plan to use the product in Germany, the building installation must be protected by a 10 or 16 amp circuit breaker to provide adequate short-circuit protection and over-current protection for the product.
When connecting the product to a computer or other device with a cable, ensure the correct orientation of the connectors. Each connector has only one correct orientation. Inserting a connector in the wrong orientation may damage both devices connected by the cable.
Place the product on a flat, stable surface that extends beyond the base of the product in all directions. If you place the product by the wall, leave more than 10 cm between the back of the product and the wall. The product will not operate properly if it is tilted at an angle.
When storing or transporting the product, avoid tilting it, placing it vertically, or turning it upside down; otherwise ink may leak.
Allow spaces behind the product for the cables, and space above the product so that you can fully raise the document cover.
Avoid places subject to rapid changes in temperature and humidity. Also, keep the product away from direct sunlight, strong light, or heat sources.
Do not insert objects through the slots in the product.
Do not put your hand inside the product during printing.
Do not touch the white flat cable and ink tubes inside the product.
Do not use aerosol products that contain flammable gases inside or around the product. Doing so may cause fire.
Do not move the print head by hand; otherwise, you may damage the product.
Always turn the product off using the $\circlearrowleft$ button. Do not unplug the product or turn off the power at the outlet until the $\circlearrowleft$ light stops flashing.
Before transporting the product, make sure that the print head is in the home (far right) position.
Be careful not to trap your fingers when closing the scanner unit.
Do not continue printing when the ink level is below the lower line on the ink tank. Continued use of the product when the ink level is below the lower line could damage the product. Epson recommends filling all ink tanks to the upper line when the product is not operating to reset the ink levels. If the ink tank is filled as specified above, this product provides an alert and stops operating at the estimated time so that the ink levels do not fall below the lower line on the ink tank.
If you are not going to use the product for a long period, be sure to unplug the power cord from the electrical outlet.

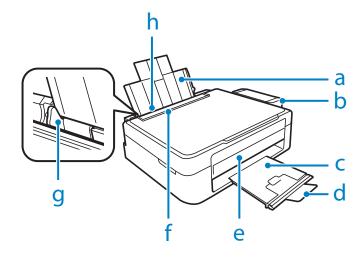
### **Important Instructions**

	Do not press too hard on the scanner glass when placing the originals.
	During the life of your product it may be necessary to replace the waste ink pad when it has become full. Whether and how often this is required will vary according to the number of pages you print, the type of material that you print and the number of cleaning cycles that the product performs. Epson Status Monitor, your LCD, or lights on the control panel will advise you when this part needs replacing. The need for replacement of the pad does not mean that your product has ceased to operate in accordance with its specifications. The replacement of this part is a routine product servicing activity within the product's specification and is not a problem which requires repair. The Epson warranty does not therefore cover the cost of this replacement. If your product needs the pad replaced this can be performed for you by any authorised Epson service provider. It is not a user-serviceable part.
H	andling ink
We	e will provide ink-related safety instructions and product advice/warnings in the linked section.
<b>→</b> '	"Refilling Ink" on page 59
R	estrictions on Copying
Ob	serve the following restrictions in order to ensure the responsible and legal use of the product.
Co	pying of the following items is prohibited by law:
	Bank bills, coins, government-issued marketable securities, government bond securities, and municipal securities
	Unused postage stamps, pre-stamped postcards, and other official postal items bearing valid postage
	Government-issued revenue stamps, and securities issued according to legal procedure
Exc	ercise caution when copying the following items:
	Private marketable securities (stock certificates, negotiable notes, checks, etc.), monthly passes, concession tickets, etc.
	Passports, driver's licenses, warrants of fitness, road passes, food stamps, tickets, etc.
1	o <b>te:</b> opying these items may also be prohibited by law.
Res	sponsible use of copyrighted materials:
	Products can be misused by improperly copying copyrighted materials. Unless acting on the advice of a knowledgeable attorney, be responsible and respectful by obtaining the permission of the copyright holder before copying published material.

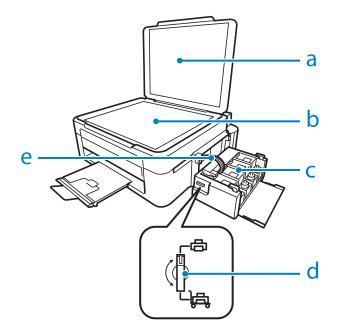
# **Product Parts**

#### Note:

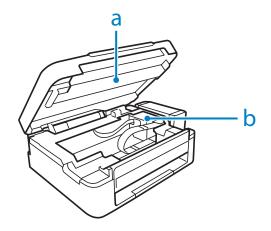
The illustrations in this manual may vary depending on the product.



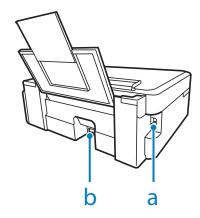
a.	Paper support
b.	Ink tank unit
c.	Output tray
d.	Stopper
e.	Control panel
f.	Feeder guard
g.	Edge guide
h.	Rear paper feed



a.	Document cover
b.	Scanner glass
c.	Ink reservoir tanks (Ink tanks)
d.	Transportation lock
e.	Ink tubes

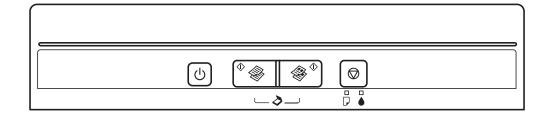


a.	Scanner unit	
b.	Print head (under this section)	



a.	USB connector
b.	AC inlet

# **Guide to the Control Panel**



# **Buttons**

Function		
Turns the product o	n or off.	
Starts copying/ scanning in black and white.	Resumes printing after the product is out of paper, or if multiple sheets of paper are fed at the same time.  Press one of these buttons for three seconds to copy in draft mode.	
Starts copying/ scanning in color.	While pressing one of these buttons, press ♥ within three seconds to make 20 copies.  Press both buttons simultaneously to scan your original and save it as PDF on your PC.  If the product's ink pads are nearing the end of their service life, press this	
1	ead cleaning, press for three seconds until the $\circlearrowleft$ light starts flashing.	
	Turns the product of Starts copying/scanning in black and white.  Starts copying/scanning in color.	

# Lights

Lights	Function
Q	On when the product is on. Flashes when the product is receiving data, printing/copying/scanning, charging ink, or cleaning the print head.
D.	On when the product is out of paper, or when multiple sheets of paper are fed at the same time. Load paper in the rear paper feed correctly and press $\diamondsuit \circledast$ or $\circledast \diamondsuit$ .  Flashes when the paper is jammed. Remove the jammed paper from the rear paper feed, load paper correctly, and press $\diamondsuit \circledast$ or $\circledast \diamondsuit$ .
•	On when the ink level may have reached the lower line. Fill all ink tanks with ink and clear the error.  **Refilling the Ink Tanks" on page 60  Flashes when the ink level may be low. You may continue printing. However, prepare new ink bottles soon. Epson recommends the use of genuine Epson ink bottles.
	→ "Ink Bottles" on page 97 To confirm the actual ink remaining, visually check the ink levels in the product's ink tanks. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

# Introduction to Using, Loading, and Storing Media

You can achieve good results with most types of plain paper. However, coated papers provide superior prints because they absorb less ink.

Epson provides special papers that are formulated for the ink used in Epson ink jet products, and recommends these papers to ensure high-quality results.

When loading special paper distributed by Epson, read the instruction sheets packed with the paper first and keep the following points in mind.

#### Note:

- □ Load the paper into the rear paper feed printable side up. The printable side is usually whiter or glossier. See the instruction sheets packed with the paper for more information. Some types of paper have cut corners to help identify the correct loading direction.
- ☐ If the paper is curled, flatten it or curl it slightly in the opposite direction before loading. Printing on curled paper may cause ink to smear on your prints.



### **Storing paper**

Return unused paper to the original package as soon as you finish printing. When handling special media, Epson recommends storing your prints in a resealable plastic bag. Keep unused paper and prints away from high temperature, humidity, and direct sunlight.

# **Selecting Paper**

Refer to the table below for the loading capacities of paper and other media.

Media Type	Size	Loading capacity (sheets)
Plain paper*1	Letter*2	up to 6mm (L110/L210), 11mm (L300/L350)
	A4*2	up to 6mm (L110/L210), 11mm (L300/L350)
	B5*2	up to 6mm (L110/L210), 11mm (L300/L350)
	A5*2	up to 6mm (L110/L210), 11mm (L300/L350)
	A6*2	up to 6mm (L110/L210), 11mm (L300/L350)
	Legal	1
	User Defined	1
Envelope	#10	5 (L110/L210) 10 (L300/L350)
	DL	5 (L110/L210) 10 (L300/L350)
	C6	5 (L110/L210) 10 (L300/L350)
Epson Bright White Ink Jet Paper	A4*2	40 (L110/L210) 80 (L300/L350)
Epson Photo Quality Ink Jet Paper	A4	40 (L110/L210) 80 (L300/L350)
Epson Matte Paper - Heavyweight	A4	20
Epson Premium Glossy Photo Paper	A4	10 (L110/L210) 20 (L300/L350)
	10 × 15 cm (4 × 6 in.)	10 (L110/L210) 20 (L300/L350)
	13 × 18 cm (5 × 7 in.)	10 (L110/L210) 20 (L300/L350)
	16:9 wide size (102 × 181 mm)	10 (L110/L210) 20 (L300/L350)

<sup>\*1</sup> Paper with a weight of 64  $g/m^2$  (17 lb) to 90  $g/m^2$  (24 lb).

# Paper type settings from the printer driver

The product automatically adjusts itself for the type of paper you select in your print settings. That is why the paper type setting is so important. It tells your product what kind of paper you are using and adjusts the ink coverage accordingly. The table below lists the settings you should choose for your paper.

<sup>\*2</sup> The loading capacity for manual 2-sided printing is 15 sheets (L110/L210) or 30 sheets (L300/L350).

For this paper	Printer driver paper type
Plain paper*	plain papers
Epson Bright White Ink Jet Paper*	plain papers
Epson Premium Glossy Photo Paper*	Epson Premium Glossy
Epson Matte Paper – Heavyweight*	Epson Matte
Epson Photo Quality Ink Jet Paper*	Epson Matte
Envelopes	Envelope

<sup>\*</sup> These paper types are compatible with Exif Print and PRINT Image Matching. For more information, refer to the documentation that came with the Exif Print or PRINT Image Matching compatible digital camera.

### Note:

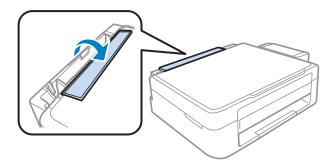
The availability of special media varies by location. For the latest information on media available in your area, contact Epson support.

→ "Technical Support Web Site" on page 102

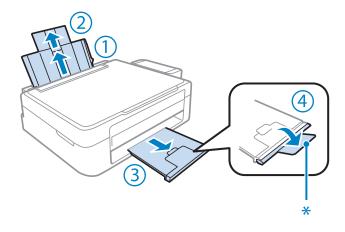
# **Loading Paper**

Follow these steps to load paper:

Flip the feeder guard forward.



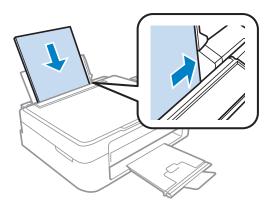
2 Slide out the paper support and the output tray and then raise the stopper.



### Note:

When using Legal size paper, lower the stopper (\*).

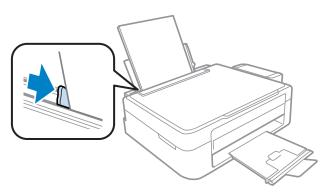
- 3 Slide the edge guide to the left.
- Fan a stack of paper, then tap it on a flat surface to even the edges.
- Load the paper with the printable side up, against the right side of the rear paper feed. The printable side is usually whiter or glossier than the other side.



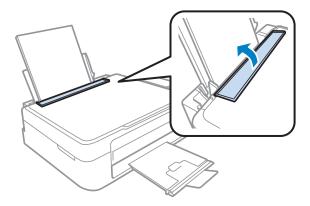
#### Note

Always load paper into the rear paper feed short edge first, even when you are printing landscape-oriented pictures.

6 Slide the edge guide against the left edge of the paper, but not too tightly.



7 Flip the feeder guard back.



### Note:

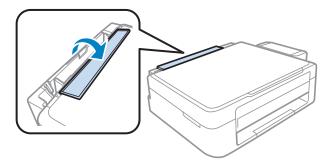
- Leave enough space in front of the product for the paper to be fully ejected.
- ☐ For plain paper, do not load paper above the ▼ arrow mark inside the edge guide.

  For Epson special media, make sure the number of sheets is less than the limit specified for the media.
  - → "Selecting Paper" on page 16

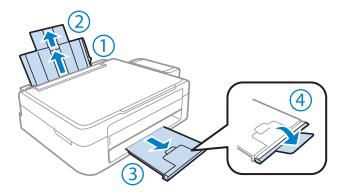
# **Loading Envelopes**

Follow these steps to load envelopes:

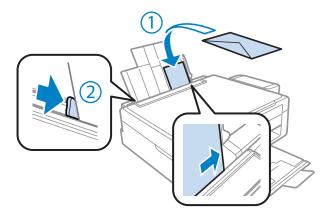
Flip the feeder guard forward.



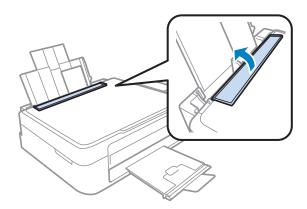
2 Slide out the paper support and the output tray and then raise the stopper.



- 3 Slide the edge guide to the left.
- Load envelopes short edge first with the flap facing down and to the left. Then slide the edge guide against the left edge of the envelopes, but not too tightly.



Flip the feeder guard back.



### Note:

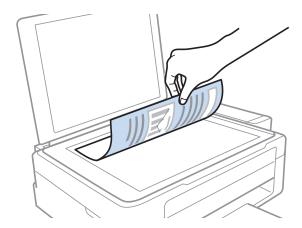
- The thickness of envelopes and their ability to fold vary widely. If the total thickness of the stack of envelopes exceeds the limit for plain paper, press down on the envelopes to flatten them before loading. If print quality declines when a stack of envelopes is loaded, load one envelope at a time.
- ☐ Do not use envelopes that are curled or folded.
- ☐ Flatten the envelope and the flaps before loading.



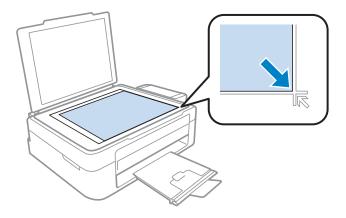
- ☐ Flatten the leading edge of the envelope before loading.
- ☐ Avoid using envelopes that are too thin, as they may curl during printing.
- ☐ Align the edges of the envelopes before loading.

# **Placing Originals**

Open the document cover and place your original face-down on the scanner glass.



Slide the original to the corner.



### Note:

See the following sections if any problems occur with the scanning area or the scanning direction when using EPSON Scan.

- → "The edges of your original are not scanned" on page 95
- → "Multiple documents are scanned into a single file" on page 95
- Close the cover gently.

# **Printing**

### **Printer Driver and Status Monitor**

The printer driver lets you choose from a wide variety of settings to get the best printing results. The status monitor and the printer utilities help you check the product and keep it in top operating condition.

### Note for Windows users:

- ☐ Your printer driver automatically finds and installs the latest version of the printer driver from Epson's Web site. Click the **Software Update** button in your printer driver's **Maintenance** window, and then follow the on-screen instructions. If the button does not appear in the **Maintenance** window, point at **All Programs** or **Programs** in the Windows Start menu, and check in the **EPSON** folder.
- If you want to change the language of the driver, select the language you want to use from the **Language** setting in your printer driver's **Maintenance** window. Depending on the location, this function may not be available.

### **Accessing the printer driver for Windows**

You can access the printer driver from most Windows applications, the Windows Start menu, or the taskbar.

To make settings that apply only to the application you are using, access the printer driver from that application.

To make settings that apply to all of your Windows applications, access the printer driver from the Start menu or the taskbar.

Refer to the following sections to access the printer driver.

### Note:

Screen shots of the printer driver windows in this User's Guide are from Windows 7.

### From Windows applications

- Click **Print** or **Print Setup** on the File menu.
- In the window that appears, click **Printer**, **Setup**, **Options**, **Preferences**, or **Properties**. (Depending on your application, you may need to click one or a combination of these buttons.)

### From the Start menu

- ☐ Windows 7:
  Click the start button, select **Devices and Printers**. Then right-click the product and select **Printing** preferences.
- ☐ Windows Vista:
  Click the start button, select Control Panel, and then select Printer from the Hardware and Sound category.
  Then select the product and then click Select printing preferences.

Click **Start**, **Control Panel**, (**Printers and Other Hardware**,) then **Printers and Faxes**. Select the product, then click **Printing Preferences** on the File menu.

### From the shortcut icon on the taskbar

Right-click the product icon on the taskbar, then select **Printer Settings**.

To add a shortcut icon to the Windows taskbar, first access the printer driver from the Start menu as described above. Next, click the **Maintenance** tab, and then the **Monitoring Preferences** button. In the Monitoring Preferences window, select the **Shortcut Icon** check box.

### **Getting information through online help**

In the printer driver window, try one of the following procedures.

- ☐ Right-click the item, then click **Help**.
- Click the 2 button at the top right of the window, then click the item (for Windows XP only).

## Accessing the printer driver for Mac OS X

The table below describes how to access the printer driver dialog.

Dialog Box	How to Access It	
Page Setup	Click <b>Page Setup</b> on the File menu of your application.	
	Note:	
	Depending on your application, the Page Setup menu may not appear in the File menu.	
Print	Click <b>Print</b> on the File menu of your application.	
Epson Printer Utility 4	For Mac OS X 10.7, click <b>System Preferences</b> on the Apple menu and then click <b>Print &amp; Scan</b> . Select your product from the Printers list box, click <b>Options &amp; Supplies</b> , <b>Utility</b> , and then click <b>Open Printer Utility</b> .	
	For Mac OS X 10.6, click <b>System Preferences</b> on the Apple menu and then click <b>Print &amp; Fax</b> . Select your product from the Printers list box, click <b>Options &amp; Supplies</b> , <b>Utility</b> , and then click <b>Open Printer Utility</b> .	
	For Mac OS X 10.5, click <b>System Preferences</b> on the Apple menu and then click <b>Print &amp; Fax</b> . Select your product from the Printers list box, click <b>Open Print Queue</b> and then click <b>Utility</b> button.	

### **Getting information through online help**

Click the **?** Help button in the Print dialog box.

# **Basic Operations**

### **Basic printing**

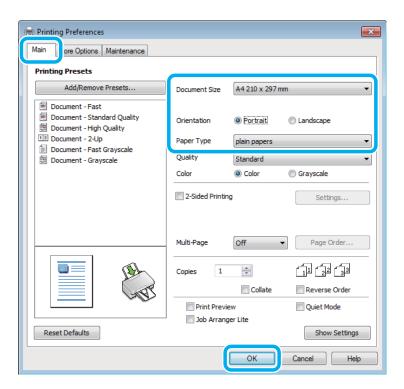
#### Note:

- The screen shots in this section may vary depending on the model.
- □ Before you print, load paper properly.
  - → "Loading Paper" on page 18
  - → "Loading Envelopes" on page 20
- ☐ Refer to the section below for the printable area.
  - **→** "Printable area" on page 99
- After completing the settings, print one test copy and examine the results before printing an entire job.

### **Basic product settings for Windows**

- Open the file you want to print.
- Access the printer settings.

  → "Accessing the printer driver for Windows" on page 23



- Click the **Main** tab.
- Select the appropriate Document Size setting. You can also define a custom paper size. For details, see the online help.

Select **Portrait** (tall) or **Landscape** (wide) to change the orientation of your print.

#### Note:

Select Landscape when printing on envelopes.

Select the appropriate Paper Type setting.

→ "Paper type settings from the printer driver" on page 17

### Note:

Print quality is automatically adjusted for the selected Paper Type.

7 Click **OK** to close the printer settings window.

#### Note:

To make changes to advanced settings, refer to the relevant section.

Print your file.

### **Basic product settings for Mac OS X**

### Note:

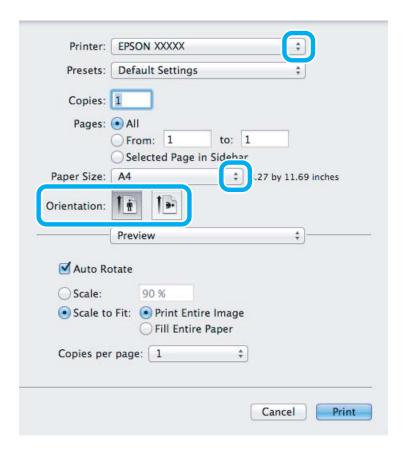
Screen shots of the printer driver windows in this section are from Mac OS X 10.7.

Open the file you want to print.

2

Access the Print dialog box.

→ "Accessing the printer driver for Mac OS X" on page 24



### Note:

If the simplified status monitor is displayed, click the **Show Details** button (for Mac OS X 10.7) or the  $\nabla$  button (for Mac OS X 10.6 or 10.5) to extend this dialog box.

3 Select the product you are using as the Printer setting.

#### Note:

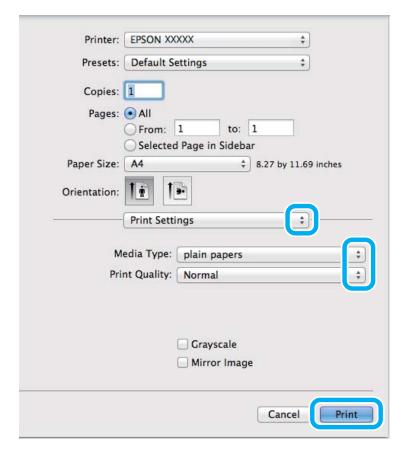
Depending on your application, you may not be able to select some of the items in this dialog box. If so, click **Page Setup** on the File menu of your application, and then make suitable settings.

- Select the appropriate Paper Size setting.
- Select the appropriate Orientation setting.

#### Note:

Select landscape orientation when printing envelopes.

6 Select **Print Settings** from the pop-up menu.



- Select the appropriate Media Type setting.
  - → "Paper type settings from the printer driver" on page 17
- 8 Click **Print** to start printing.

### **Canceling printing**

If you need to cancel printing, follow the instructions in the appropriate section below.

## Using the product button

Press ♥ to cancel a print job in progress.

### **For Windows**

#### Note:

You cannot cancel a print job that has been completely sent to the product. In this case, cancel the print job by using the product.

1

Access the EPSON Status Monitor 3.

→ "For Windows" on page 77

- Click the **Print Queue** button. The Windows Spooler appears.
- Right-click on the job you want to cancel and then select **Cancel**.

### For Mac OS X

Follow the steps below to cancel a print job.

- 1 Click your product icon in the Dock.
- In the Document Name list, select the document which is printing.
- Click the **Delete** button to cancel the print job.



# **Other Options**

### Printing photos the easy way



Epson Easy Photo Print lets you lay out and print digital images on various types of paper. The step-by-step instructions in the window let you preview the printed images and get the effects you want without having to make any difficult settings.

Using the Quick Print function, you can perform one-click printing with the settings you make.

#### Note:

The availability of this software varies depending on the product.

### **Starting Epson Easy Photo Print**

#### **For Windows**

- Double-click the **Epson Easy Photo Print** icon on the desktop.
- ☐ For Windows 7 and Vista:

Click the start button, point to All Programs, click Epson Software, and then click Easy Photo Print.

#### For Windows XP:

Click Start, point to All Programs, point to Epson Software, then click Easy Photo Print.

### For Mac OS X

Double-click the **Applications** folder on your Mac OS X hard drive, then double-click in turn on the **Epson Software** and **Easy Photo Print** folders and finally double-click the **Easy Photo Print** icon.

### **Product presets (for Windows only)**

Printer driver presets make printing a snap. You can also create presets of your own.

### **Product settings for Windows**

- Access the printer settings.
  - → "Accessing the printer driver for Windows" on page 23
- Select a Printing Presets in the Main tab. Product settings are automatically set to the values displayed in the pop-up window.

# 2-sided printing (for Windows only)

Use the printer driver to print on both sides of the paper.



Two types of 2-sided printing are available: standard and folded booklet.

2-sided printing is only available for the following papers and sizes.

Paper	Size
Plain paper	Legal, Letter, A4, B5, A5, A6
Epson Bright White Ink Jet Paper	A4

Note:			
	This feature is not available for Mac OS $X$ .		
	This feature may not be available at some settings.		
	This feature may not be available when the product is accessed over a network or is used as a shared printer.		
	The loading capacity differs during 2-sided printing.  → "Selecting Paper" on page 16		
	Only use papers that are suitable for 2-sided printing. Otherwise, the printout quality may deteriorate.		
	Depending on the paper and the amount of ink used to print text and images, ink may bleed through to the other side of the paper.		
	The surface of the paper may be smeared during 2-sided printing.		
	This feature is available only when EPSON Status Monitor 3 is enabled. To enable the status monitor, access the printer driver and click the <b>Maintenance</b> tab followed by the <b>Extended Settings</b> button. In the Extended Settings window, check the <b>Enable EPSON Status Monitor 3</b> check box.		

### **Product settings for Windows**

- Access the printer settings.

  → "Accessing the printer driver for Windows" on page 23
- 2 Select **2-Sided Printing** check box.
- Click **Settings**, and make the appropriate settings.

### Note:

If you want to print a folded booklet, select **Booklet**.

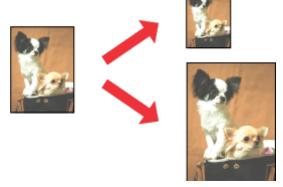
Check the other settings and print.

#### Note:

- The actual binding margin may be different from the specified settings depending on your application. Experiment with a few sheets to examine actual results before printing the entire job.
- ☐ Make sure that the ink is completely dry before reloading the paper.

# Fit to page printing

Lets you automatically enlarge or reduce the size of your document to fit the paper size selected in the printer driver.



#### Note:

This feature may not be available at some settings.

### **Product settings for Windows**

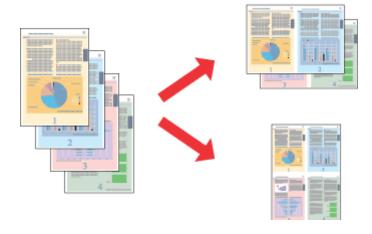
- 1 Access the printer settings.
  - → "Accessing the printer driver for Windows" on page 23
- Select **Reduce/Enlarge Document** and **Fit to Page** in the More Options tab, and then select the size of the paper you are using from Output Paper.
- 3 Check the other settings and print.

### **Product settings for Mac OS X**

- 1 Access the Print dialog box.
  - → "Accessing the printer driver for Mac OS X" on page 24
- Choose **Scale to fit paper size** for Destination Paper Size in the Paper Handling pane and select the desired paper size from the pop-up menu.
- Check the other settings and print.

# Pages per sheet printing

Lets you use the printer driver to print two or four pages on a single sheet of paper.



#### Note:

This feature may not be available at some settings.

### **Product settings for Windows**

- Access the printer settings.
  - → "Accessing the printer driver for Windows" on page 23
- Select **2-Up** or **4-Up** as Multi-Page in the Main tab.
- Click **Page Order**, and make the appropriate settings.
- 4 Check the other settings and print.

### **Product settings for Mac OS X**

- 1 Access the Print dialog box.
  - → "Accessing the printer driver for Mac OS X" on page 24
- Select the desired number of Pages per Sheet and the Layout Direction (page order) in the Layout pane.
- Check the other settings and print.

# **Sharing the Product for Printing**

## **Setup for Windows**

These instructions tell you how to set up your product so other users on the network can share it.

First you will set up the product as a shared printer on the computer directly connected to it. Then you will add the product to each network computer that will access it.

#### Note:

- These instructions are for small networks only. To share the product on a large network, consult your network administrator.
- The screen shots in the following section are from Windows 7.

### Setting up the product as a shared printer

#### Note:

- To set up the product as a shared printer in Windows 7 or Vista, you will need an account with administrator privileges and the password if you log on as a standard user.
- ☐ To set up the product as a shared printer in Windows XP, you must log on to a Computer Administrator account.

Follow the steps below on the computer that is connected directly to the product:



### Windows 7:

Click the start button, select **Devices and Printers**.

#### **Windows Vista:**

Click the start button, select **Control Panel**, and then select **Printer** from the **Hardware and Sound** category.

### Windows XP:

Click **Start** and select **Control Panel**, and then select **Printers and Faxes**, from the **Printers and Other Hardware** category.



#### Windows 7:

Right-click the icon for your product, click **Printer properties**, and then click **Sharing**. Then click the **Change Sharing Options** button.

#### Windows Vista:

Right-click the icon for your product, and then click **Sharing**. Click the **Change sharing options** button and then click **Continue**.

### Windows XP:

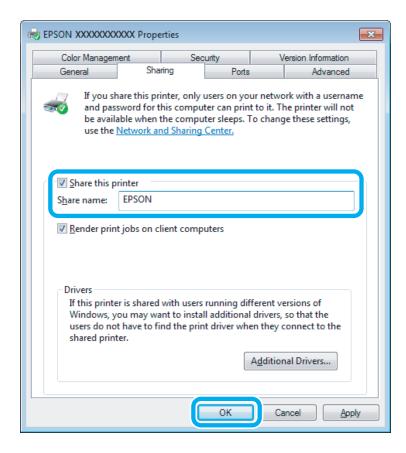
Right-click the icon for your product, then click Sharing.

3

Select **Share this printer**, then type a Share name.

#### Note

Do not use spaces or hyphens in the share name.



If you want to automatically download printer drivers for computers that are running different versions of Windows, click **Additional Drivers** and select the environment and the operating systems of the other computers. Click **OK**, then insert the product software disk.



Click **OK** or **Close** (if you installed additional drivers).

### Adding the product to the other network computers

Follow these steps to add the product to each network computer that will access it.

#### Note:

Your product must be set up as a shared printer on the computer to which it is connected before you can access it from another computer.

→ "Setting up the product as a shared printer" on page 34.



### Windows 7:

Click the start button, select **Devices and Printers**.

### **Windows Vista:**

Click the start button, select **Control Panel**, and then select **Printer** from the **Hardware and Sound** category.

### Windows XP:

Click **Start** and select **Control Panel**, and then select **Printers and Faxes**, from the **Printers and Other Hardware** category.

Windows 7 and Vista:
Click the Add a printer button.

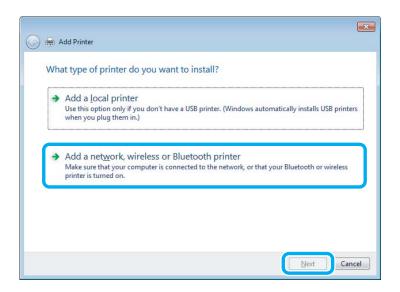
#### Windows XP:

Click the **Add a printer** button. The Add Printer Wizard appears. Click the **Next** button.

Windows 7 and Vista:
Click Add a network, wireless or Bluetooth printer, and then click Next.

#### Windows XP:

Select A network printer, or a printer attached to another computer, then click Next.



Follow the on-screen instructions to select the product you want to use.

#### Note:

Depending on the operating system and the configuration of the computer to which the product is connected, the Add Printer Wizard may prompt you to install the printer driver from the product software disk. Click the **Have Disk** button and follow the on-screen instructions.

## **Setup for Mac OS X**

To set up your product on a Mac OS X network, use the Printer Sharing setting. See your Macintosh documentation for details.

# **Scanning**

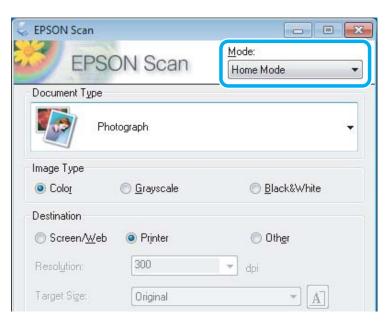
# **Let's Try Scanning**

## **Starting a Scan**

Let's scan a document to get used to the process.

- Place your original(s).

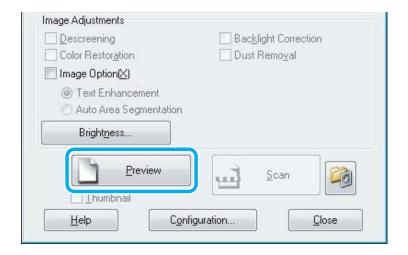
  → "Placing Originals" on page 22
- 2 Start Epson Scan.
  - ☐ Windows: Double-click the **Epson Scan** icon on the desktop.
  - ☐ Mac OS X: Select Applications > Epson Software > EPSON Scan.
- 3 Select Home Mode.



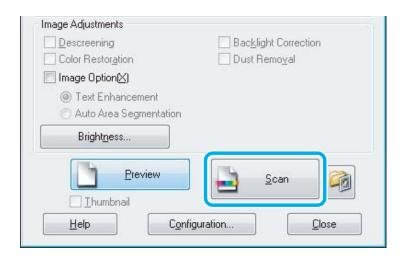
Select **Text/Line Art** as the **Document Type** setting.



6 Click Preview.

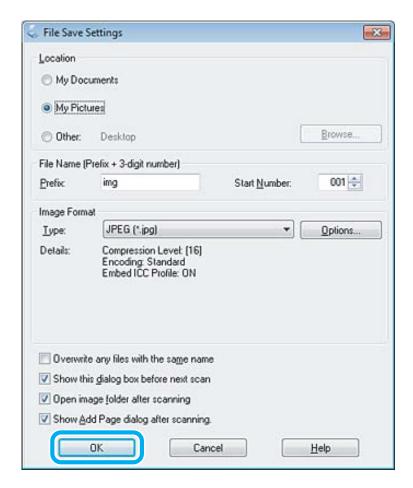


6 Click Scan.



7

Click OK.

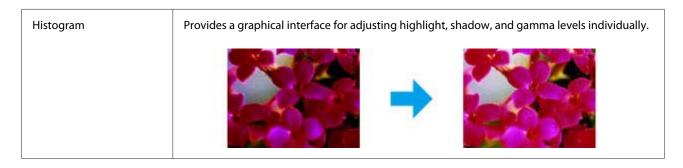


Your scanned image is saved.

## **Image Adjustment Features**

Epson Scan offers a variety of settings for improving color, sharpness, contrast, and other aspects affecting image quality.

See the Help for more details on Epson Scan.



Tone Correction	Provides a graphical interface for adjusting tone levels individually.
Image Adjustment	Adjusts brightness and contrast and the balance of red, green, and blue colors in the overall image.
Color Palette	Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image.
Unsharp Mask	Sharpens the edges of image areas for an overall clearer image.
Descreening	Removes rippled patterns (known as moiré) that can appear in subtly shaded image areas such as skin tones.
	→ <b>1</b>

Color Restoration	Restores the colors in faded photos automatically.	
Backlight Correction	Removes shadows from photos that have too much	background light.
	-	
Dust Removal	Removes dust marks from your originals automatical	ally.
Text Enhancement	Enhances text recognition when scanning text docu	uments.
	Scanning Special Project Follow the instructions I scanning projects you not solving Problems  Solving Problems  If you have a problem a crits software check have	Scanning Special Proje Follow the instructions scanning projects you n  Solving Problems If you have a problem a or its software check h
Auto Area Segmentation	Makes Black&White images clearer and text recognifrom the graphics.	ition more accurate by separating the text
	ace your originalss on the docu e one of these sections for instr Documents or photos: Placing Docu 2. Start See S Scan 3. Selec in the Chan	e one of these sections for instr Documents or photos: Placing Doc  2. Start See S Scan 3. Selec in the Chan
Color Enhance	Enhance a certain color. You can select from red, blue	ue, or green.
	F specifies copred contents a and of the grantide contents	er scan your ungines documents o any of the available scanning in
	Maintenance Face the qualified here to the transport pair at anye.	Maintenance Follow the guidelines here to m transport your scenner.
	Technical Specifications Check here for technical details	Technical Specifications Check here for technical details

# **Basic Scanning from Your Computer**

# **Scanning in Full Auto Mode**

Full Auto Mode lets you scan quickly and easily, without selecting any settings or previewing your image. This mode is useful when you need to scan your originals at 100% size.

#### Note:

See the Help for more details on Epson Scan.

- 1
- Place your original(s).
- → "Placing Originals" on page 22
- 2 Start Epson Scan.
  - → "Starting Epson Scan Driver" on page 56
- Select **Full Auto Mode** from the Mode list.

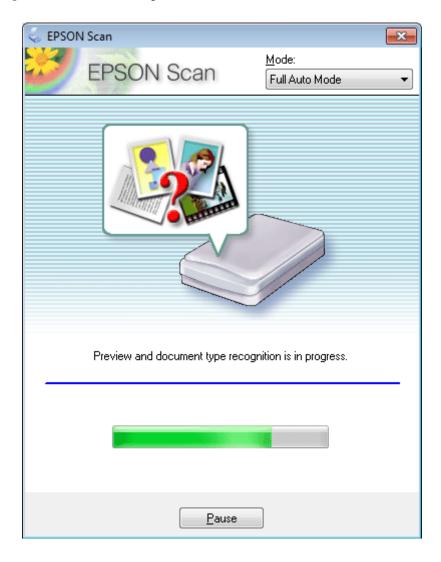


#### Note:

If the **Show this dialog box before next scan** check box is cleared, Epson Scan starts scanning immediately without displaying this screen. To return to this screen, click **Cancel** in the Scanning dialog box during scanning.



Click **Scan**. Epson Scan starts scanning in Full Auto Mode.



Epson Scan previews each image, detects what type of original it is, and selects the scan settings automatically.

Your scanned image is saved.

# **Scanning in Home Mode**

Home Mode lets you customize some scanning settings and check the changes you have made in a preview image. This mode is useful for basic scanning of photos and graphics.

#### Note

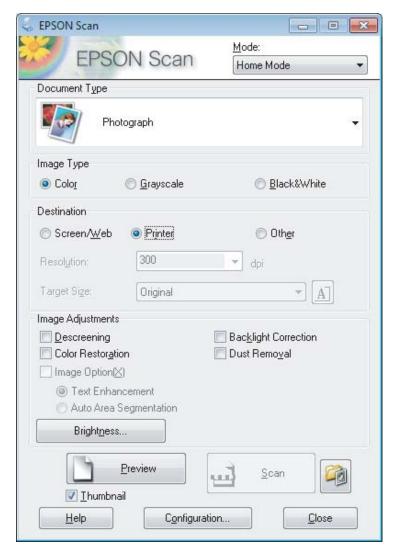
See the Help for more details on Epson Scan.



Place your original(s).

→ "Placing Originals" on page 22

- Start Epson Scan.
  - → "Starting Epson Scan Driver" on page 56
- Select **Home Mode** from the Mode list.



- Select the Document Type setting.
- Select the Image Type setting.
- Click Preview.
  - → "Previewing and Adjusting the Scan Area" on page 49
- Adjust the exposure, brightness, and other image quality settings.
- 8 Click Scan.



In the File Save Settings window, select the Type setting and then click **OK**.

#### Note:

If the **Show this dialog box before next scan** check box is cleared, Epson Scan starts scanning immediately without displaying the File Save Settings window.

Your scanned image is saved.

# **Scanning in Office Mode**

Office Mode lets you quickly scan text documents without previewing your image.

#### Note:

See the Help for more details on Epson Scan.



Place your original(s).

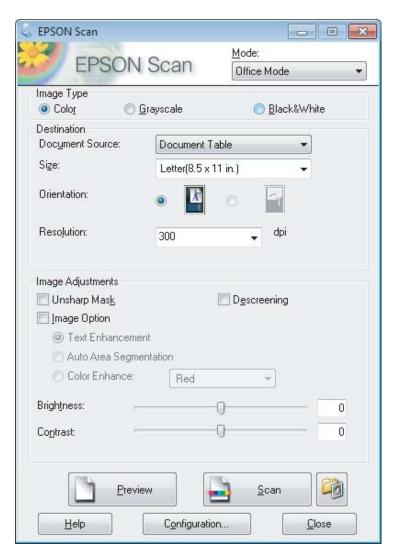
→ "Placing Originals" on page 22



Start Epson Scan.

→ "Starting Epson Scan Driver" on page 56

Select **Office Mode** from the Mode list.



- Select the Image Type setting.
- Select the size of your original as the Size setting.
- 6 Select an appropriate resolution for your original(s) as the Resolution setting.
- 7 Click Scan.
- In the File Save Settings window, select the Type setting and then click **OK**.

#### Note

If the **Show this dialog box before next scan** check box is cleared, Epson Scan starts scanning immediately without displaying the File Save Settings window.

Your scanned image is saved.

# **Scanning in Professional Mode**

Professional Mode gives you total control of your scanning settings and lets you check the changes you have made in a preview image. This mode is recommended for advanced users.

#### Note:

See the Help for more details on Epson Scan.



Place your original(s).

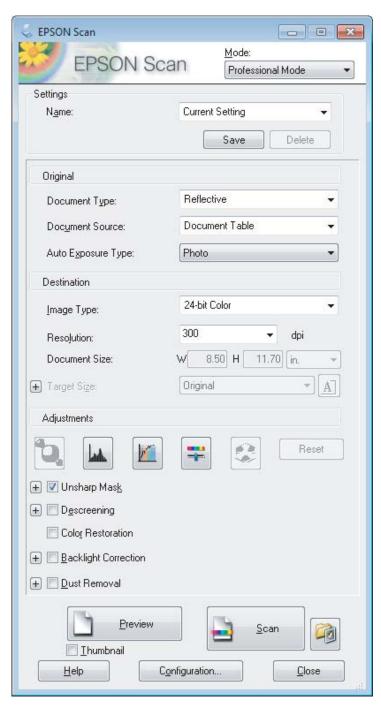
→ "Placing Originals" on page 22



Start Epson Scan.

→ "Starting Epson Scan Driver" on page 56

3 Select **Professional Mode** from the Mode list.



- Select the type of original(s) you are scanning as the Document Type setting.
- If you select **Reflective** as the Document Type setting, select **Photo** or **Document** as the Auto Exposure Type setting.
- 6 Select the Image Type setting.
- Select an appropriate resolution for your original(s) as the Resolution setting.

- Click **Preview** to preview your image(s). The Preview window opens and displays your image(s).
- Select the size of the scanned image(s) as the Target Size setting if necessary. You can scan your images at their original size, or you can reduce or enlarge their size by selecting Target Size.
- Adjust the image quality if necessary.

  → "Image Adjustment Features" on page 39

#### Note:

You can save the settings you make as a group of custom settings with a **Name**, and later apply these custom settings when scanning. Your custom settings are also available in Epson Event Manager.

See the Help for more details on Epson Event Manager.

- Click Scan.
- In the File Save Settings window, select the Type setting and then click **OK**.

#### Note:

If the **Show this dialog box before next scan** check box is cleared, Epson Scan starts scanning immediately without displaying the File Save Settings window.

Your scanned image is saved.

## **Previewing and Adjusting the Scan Area**

## Selecting a preview mode

Once you have selected your basic settings and resolution, you can preview your image and select or adjust the image area in a Preview window. There are two types of preview.

- Normal preview displays your previewed image(s) in their entirety. You can select the scan area and make any image quality adjustments manually.
- Thumbnail preview displays your previewed image(s) as thumbnail(s). Epson Scan automatically locates the edges of your scan area, applies automatic exposure settings to the image(s), and rotates the image(s) if necessary.

#### Note:

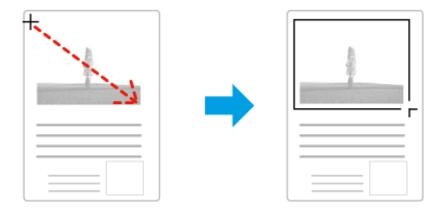
- Some of the settings that you change after previewing an image are reset if you change the preview mode.
- Depending on your document type and the Epson Scan mode you are using, you may not be able to change the preview type.
- If you preview image(s) without the Preview dialog displayed, image(s) are displayed in the default preview mode. If you preview with the Preview dialog displayed, image(s) are displayed in the preview mode that was displayed just before previewing.
- To resize the Preview window, click and drag the corner of the Preview window.
- ☐ See the Help for more details on Epson Scan.

## **Creating a marquee**

A marquee is a moving dotted line that appears on the edges of your preview image to indicate the scan area.

Do one of the following to draw a marquee.

To draw the marquee manually, position the pointer in the area where you want to place the corner of your marquee and click. Drag the cross-hairs over the image to the opposite corner of the desired scan area.



- To draw the marquee automatically, click the auto locate icon. You can only use this icon when you are viewing a normal preview and you only have one document on the scanner glass.
- To draw the marquee at a specified size, type in a new width and height in the Document Size setting.
- For best results and image exposure, make sure all sides of the marquee are located inside the preview image. Do not include any areas around the preview image in the marquee.

## Adjusting a marquee

You can move the marquee and adjust its size. If you are viewing a normal preview, you can create multiple marquees (up to 50) on each image to scan different image areas as separate scan files.

<b>ξ</b> <sup>m</sup> 7	To move the marquee, position your cursor inside the marquee. The pointer becomes a hand. Click and drag the marquee to the desired location.
-‡	To resize the marquee, position your cursor over the edge or corner of the marquee.  The pointer becomes a straight or angled double-arrow. Click and drag the edge or corner to the desired size.
	To create additional marquees of the same size, click this icon.
	To delete a marquee, click inside the marquee and click this icon.
All	To activate all marquees, click this icon.

#### Note:

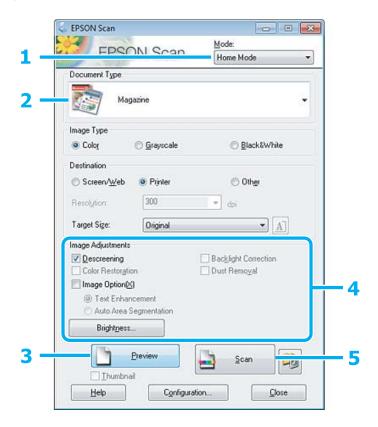
- To restrict the movement of the marquee to vertical or horizontal only, hold down the **Shift** key as you move the marquee.
- $\Box$  To restrict the size of the marquee to the current proportions, hold down the **Shift** key as you resize the marquee.
- If you draw multiple marquees, make sure you click **All** in the Preview window before you scan. Otherwise, only the area inside the last marquee you drew will be scanned.

# **Various Types of Scanning**

## Scanning a Magazine

First of all, place your magazine and start Epson Scan.

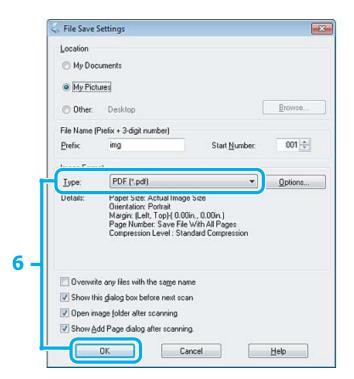
→ "Starting a Scan" on page 37



- Select **Home Mode** from the Mode list.
- 2 Select **Magazine** as the Document Type setting.
- Click Preview.
- Adjust the exposure, brightness, and other image quality settings.

  See the Help for more details on Epson Scan.

Click Scan.



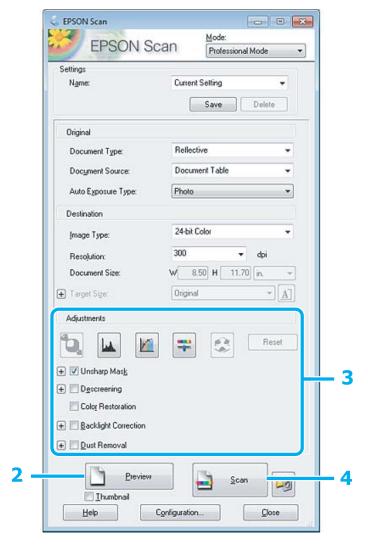
Select **PDF** as the Type setting, and then click **OK**.

Your scanned image is saved.

# **Scanning Multiple Documents to a PDF File**

First of all, place your document and start Epson Scan.

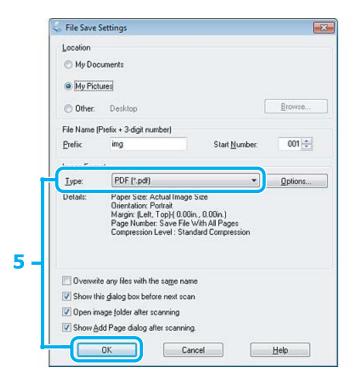
→ "Starting a Scan" on page 37



- Select **Professional Mode** from the Mode list.
- Click Preview.
- Adjust the exposure, brightness, and other image quality settings.

  See the Help for more details on Epson Scan.

Click Scan.

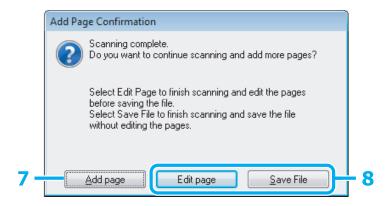


Select **PDF** as the Type setting, and then click **OK**.

#### Note:

If the **Show Add Page dialog after scanning** check box is cleared, Epson Scan automatically saves your document without displaying the Add Page Confirmation window.

Epson Scan starts scanning your document.



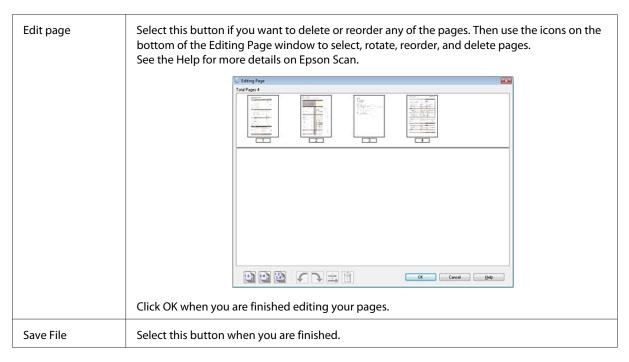
If you want to scan more pages, click **Add page**.

Load the document and scan again, repeating as necessary for each page.

If you have finished scanning, go to step 8.

8

Click Edit page or Save File.

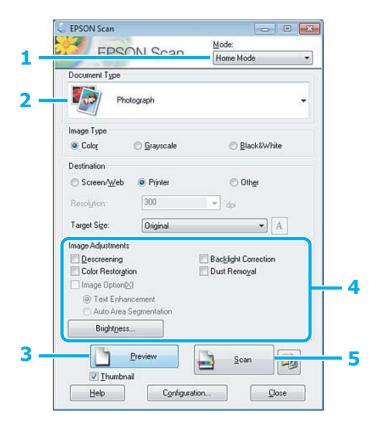


The pages are saved in one PDF file.

## **Scanning a Photo**

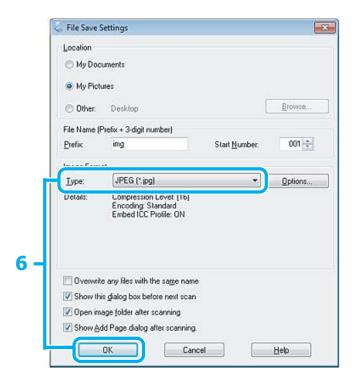
First of all, place your photo on the scanner glass and start Epson Scan.

→ "Starting a Scan" on page 37



- 1 Select **Home Mode** from the Mode list.
- Select **Photograph** as the Document Type setting.
- Click Preview.
- Adjust the exposure, brightness, and other image quality settings.

  See the Help for more details on Epson Scan.
- Click Scan.



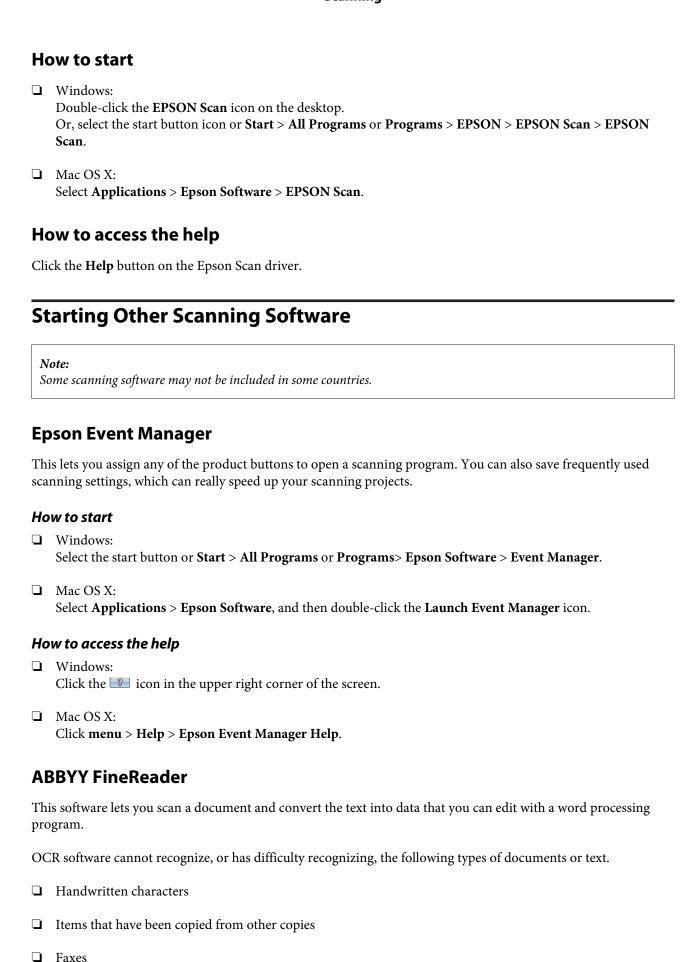
6 Select **JPEG** as the Type setting, and then click **OK**.

Your scanned image is saved.

# **Software Information**

## **Starting Epson Scan Driver**

This software lets you control all aspects of scanning. You can use this as a standalone scanning program or use it with another TWAIN-compliant scanning program.



	Text with tightly spaced characters or line pitch
	Text that is in tables or underlined
	Cursive or italic fonts, and font sizes less than 8 points
	Folded or wrinkled documents
See	the ABBYY FineReader help for more details.
Но	w to start
	Windows: Select the start button or <b>Start</b> > <b>All Programs</b> or <b>Programs</b> > <b>ABBYY FineReader</b> folder > <b>ABBYY FineReader</b> .
	Mac OS X: Select <b>Applications</b> , and then double-click <b>ABBYY FineReader</b> .

# **Refilling Ink**

# Ink Bottle Safety Instructions, Precautions, and **Specifications**

# **Safety instructions**

Observe the following when handling the ink:

Keep ink bottles and the ink tank unit out of the reach of children. Do not allow children to drink from or handle the ink bottles and ink bottle cap.
Do not tilt or shake an ink bottle after removing its seal; this can cause leakage.
Be careful not to touch any ink when you handle the ink tanks, ink tank caps, and opened ink bottles or ink bottle caps.
If ink gets on your skin, wash the area thoroughly with soap and water.
If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems continue after a
thorough flushing, see a doctor immediately.
If ink gets into your mouth, spit it out immediately and see a doctor right away.

# Precautions on refilling ink

recautions on remning link		
Rea	ad all of the instructions in this section before refilling ink.	
_	Use ink bottles with the correct part number for this product.  → "Ink Bottles" on page 97	
_	Epson recommends the use of genuine Epson ink bottles. Epson cannot guarantee the quality or reliability of non-genuine ink. The use of non-genuine ink may cause damage that is not covered by Epson's warranties, and under certain circumstances, may cause erratic product behavior.	
_	Other products not manufactured by Epson may cause damage that is not covered by Epson's warranties, and under certain circumstances, may cause erratic product behavior.	
_	This product requires careful handling of ink. Ink may splatter when the ink tanks are filled or refilled with ink. It ink gets on your clothes or belongings, it may not come off.	
_	To maintain optimum print head performance, some ink is consumed from all ink tanks not only during printing but also during maintenance operation such as print head cleaning.	
_	Do not open the ink bottle package until you are ready to fill the ink tank. The ink bottle is vacuum packed to maintain its reliability. If you leave an ink bottle unpacked for a long time before using it, normal printing may not be possible.	

☐ If the ink level is below the lower line on the ink tank, refill the ink soon. Continued use of the product when the ink

level is below the lower line on the tank could damage the product.

	Do not continue printing when the ink level is below the lower line on the ink tank. Continued use of the product when the ink level is below the lower line could damage the product. Epson recommends filling all ink tanks to the upper line when the product is not operating to reset the ink levels. If the ink tank is filled as specified above, this product provides an alert and stops operating at the estimated time so that the ink levels do not fall below the lower line on the ink tank.
	After bringing an ink bottle inside from a cold storage site, allow it to warm up at room temperature for at least three hours before using it.
	Store ink bottles in a cool, dark place.
	Store the ink bottles in the same environment as the product. When storing or transporting an ink bottle after removing its seal, do not tilt the bottle and do not subject it to impacts or temperature changes. Otherwise, ink may leak even if the cap on the ink bottle is tightened securely. Be sure to keep the ink bottle upright when tightening the cap, and take measures to prevent ink from leaking when you transport the bottle.
ln	k bottle specifications
	Epson recommends using the ink bottle before the date printed on the package.
	The ink bottles packaged with your product are partly used during initial setup. In order to produce high quality printouts, the print head in your product will be fully charged with ink. This one-off process consumes a quantity of ink and therefore these bottles may print fewer pages compared to subsequent ink bottles.
	Quoted yields may vary depending on the images that you are printing, the paper type that you are using, the frequency of your prints and environmental conditions such as temperature.
	To ensure you receive premium print quality and to help protect your print head, a variable ink safety reserve remains in the ink tank when your product indicates to refill ink. The yields quoted for you do not include this reserve.
	Although the ink bottles may contain recycled materials, this does not affect product function or performance.
	When printing in monochrome or grayscale, color inks instead of black ink may be used depending on the paper type or print quality settings. This is because a mixture of color inks is used to create black.

# **Checking the Ink Levels**

To confirm the actual ink remaining, visually check the ink levels in the product's ink tanks.



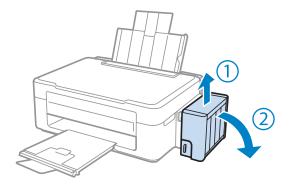
## Important:

If the ink level is below the lower line on the ink tank, fill it to the upper line on the ink tank. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

# **Refilling the Ink Tanks**

The illustrations show how to refill the black ink. However, the instructions are the same for all of the inks.

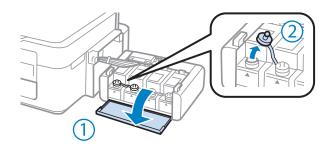
- Make sure the ∪ light is on, but not flashing.
- Unhook the ink tank unit from the product and lay it down.



#### Note:

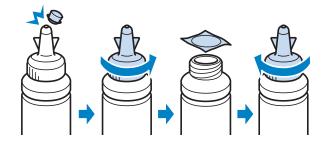
Do not pull the tubes.

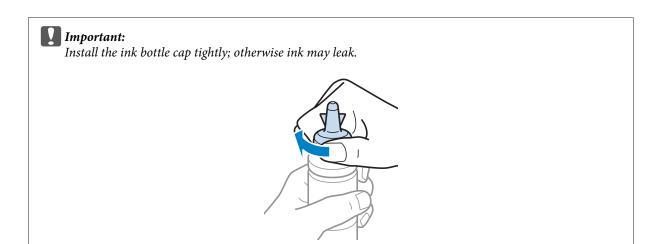
Open the ink tank unit cover, and then remove the cap of the ink tank.



#### Note:

- $\Box$  Be careful not to spill any ink.
- ightharpoonup Make sure that the color of the ink tank matches the ink color that you want to refill.
- Snap off the top of the cap, remove the cap of the ink bottle, remove the seal from the bottle, and then install the cap.

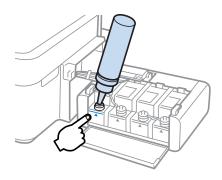




#### Note:

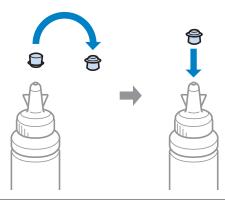
Do not dispose of the top of the cap. If any ink remains in the ink bottle after refilling the tank, use the top of the cap to seal the ink bottle cap.

Refill the ink tank with the correct colored ink up to the upper line on the ink tank.

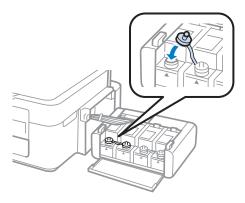


#### Note

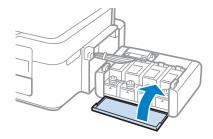
If any ink remains in the ink bottle after filling the ink tank up to the upper line, install the cap securely and store the ink bottle upright for later use.



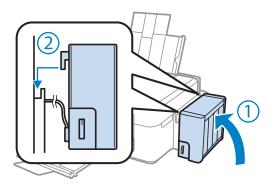
6 Install the cap onto the ink tank securely.



- Repeat steps 3 to 6 for each ink bottle.
- 8 Close the ink tank unit cover.



Hook the ink tank unit onto the product.



## Note:

- □ If the  $\bullet$  light is on, press the  $\circleddash$  button.
- □ Even if you do not have new ink bottles and one or more ink tanks are not filled up to the upper line on the ink tank, you can continue using the product. To keep your product operating at its best, however, fill all ink tanks with ink up to the upper line immediately.

# **Checking the Print Head Nozzles**

If you find that the printout is unexpectedly faint or that dots are missing, you may be able to identify the problem by checking the print head nozzles.

You can check the print head nozzles from your computer by using the Nozzle Check utility or from the product by using the buttons.

## **Using the Nozzle Check utility for Windows**

Follow the steps below to use the Nozzle Check utility.

- Make sure that no warnings or errors are indicated in the control panel.
- Make sure that A4-size paper is loaded in the rear paper feed.
- Right-click the product icon on the taskbar, then select **Nozzle Check**.

If the product icon does not appear, refer to the following section to add the icon.

- → "From the shortcut icon on the taskbar" on page 24
- Follow the on-screen instructions.

# Using the Nozzle Check utility for Mac OS X

Follow the steps below to use the Nozzle Check utility.

- Make sure that no warnings or errors are indicated in the control panel.
- Make sure that A4-size paper is loaded in the rear paper feed.
- Access the Epson Printer Utility 4.

  → "Accessing the printer driver for Mac OS X" on page 24
- Click the **Nozzle Check** icon.
- Follow the on-screen instructions.

# **Cleaning the Print Head**

If you find that the printout is unexpectedly faint or that dots are missing, you may be able to solve these problems by cleaning the print head, which ensures that the nozzles are delivering ink properly.

You can clean the print head from your computer using the Head Cleaning utility in the printer driver or from the product by using the buttons.



#### Important:

Do not turn off the product during head cleaning. If the head cleaning is incomplete, you may not be able to print.

#### Note:

- □ Because print head cleaning uses some ink from all tanks, clean the print head only if quality declines; for example, if the printout is blurry or the color is incorrect or missing.
- ☐ Use the Nozzle Check utility first to confirm that the print head needs to be cleaned. This saves ink.
- oxdot When ink is low you may not be able to clean the print head. Prepare a new ink bottle.
- ☐ If print quality has not improved after repeating this procedure about three times, use the Power Ink Flushing utility.
  - → "Replacing Ink inside the Ink Tubes" on page 67
- To maintain print quality, we recommend printing a few pages on a regular basis.

# **Using the Head Cleaning utility for Windows**

Follow the steps below to clean the print head using the Head Cleaning utility.

- Make sure that the transportation lock is set to the unlocked position.
- Make sure that no warnings or errors are indicated in the control panel.
- Right-click the product icon on the taskbar, then select **Head Cleaning**.

If the product icon does not appear, refer to the following section to add the icon.

- → "From the shortcut icon on the taskbar" on page 24
- Follow the on-screen instructions.

# Using the Head Cleaning utility for Mac OS X

Follow the steps below to clean the print head using the Head Cleaning utility.

- Make sure that the transportation lock is set to the unlocked position.
- Make sure that no warnings or errors are indicated in the control panel.

- Access the Epson Printer Utility 4.
  - → "Accessing the printer driver for Mac OS X" on page 24
- Click the **Head Cleaning** icon.
- Follow the on-screen instructions.

# **Aligning the Print Head**

If you notice a misalignment of vertical lines or horizontal banding, you may be able to solve this problem by using the Print Head Alignment utility in your printer driver.

Refer to the appropriate section below.

#### Note:

Do not press ♥ to cancel printing while printing a test pattern with the Print Head Alignment utility.

## **Using the Print Head Alignment utility for Windows**

Follow the steps below to align the print head using the Print Head Alignment utility.

- Make sure that no warnings or errors are indicated in the control panel.
- Make sure A4-size paper is loaded in the rear paper feed.
- Right-click the product icon on the taskbar, then select **Print Head Alignment**.

If the product icon does not appear, refer to the following section to add the icon.

- → "From the shortcut icon on the taskbar" on page 24
- Follow the on-screen instructions to align the print head.

## Using the Print Head Alignment utility for Mac OS X

Follow the steps below to align the print head using the Print Head Alignment utility.

- Make sure that no warnings or errors are indicated in the control panel.
- Make sure A4-size paper is loaded in the rear paper feed.
- Access the Epson Printer Utility 4.
  - → "Accessing the printer driver for Mac OS X" on page 24

- Click the **Print Head Alignment** icon.
- Follow the on-screen instructions to align the print head.

# Replacing Ink inside the Ink Tubes

If there is still banding or missing colors in the printouts even after running Head Cleaning several times, you may need to replace the ink inside the ink tubes to solve the problem.

The Power Ink Flushing utility allows you to replace all of the ink inside the ink tubes.



### Important:

This function consumes a lot of ink. Before using this function, make sure there is enough ink in the product's ink tanks. *If there is not enough ink, refill the ink tanks.* 

#### Note:

- ☐ This function consumes a lot of ink. We only recommend using this function after running Head Cleaning several
- This function effects the service life of the ink pads. Ink pads reach their capacity earlier by running this function. Contact Epson Support to request replacement before the end of their service life. When the ink pads are at the end of their service life, the product stops and Epson support is required to continue printing.
- ☐ After using the Power Ink Flushing utility, run the nozzle check again and repeat head cleaning if necessary. If print quality has still not improved, turn the product off and wait for at least six hours. If you still cannot solve the problem after trying all of the methods above, contact Epson support.

## **Using the Power Ink Flushing utility for Windows**

Follow the steps below to use the Power Ink Flushing utility.

- Make sure that the transportation lock is set to the unlocked position.
- Make sure that no warnings or errors are indicated in the control panel.
- Access the printer driver. → "Accessing the printer driver for Windows" on page 23
- Click the **Maintenance** tab, then click the **Power Ink Flushing** button.
- Follow the on-screen instructions.

## Using the Power Ink Flushing utility for Mac OS X

Follow the steps below to use the Power Ink Flushing utility.

- Make sure that the transportation lock is set to the unlocked position.
- Make sure that no warnings or errors are indicated in the control panel.
- Access the Epson Printer Utility 4.

  → "Accessing the printer driver for Mac OS X" on page 24
- Click the **Power Ink Flushing** icon.
- Follow the on-screen instructions.

# **Saving Power**

The product turns off automatically if no operations are performed for a set period.

You can adjust the time before power management is applied. Any increase will affect the product's energy efficiency. Please consider the environment before making any change.

Follow the steps below to adjust the time.

## **For Windows**

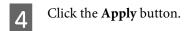
- Access the printer settings.
  - → "Accessing the printer driver for Windows" on page 23
- Click the **Maintenance** tab, and then click the **Printer and Option Information** button.
- Select Off, 30 minutes, 1 hour, 2 hours, 4 hours, 8 hours, or 12 hours as the Power Off Timer setting.
- Click the **OK** button.

## For Mac OS X

- Access the Epson Printer Utility 4.

  → "Accessing the printer driver for Mac OS X" on page 24
- Click the **Printer Settings** button. The Printer Settings screen appears.

Select Off, 30 minutes, 1 hour, 2 hours, 4 hours, 8 hours, or 12 hours as the Power Off Timer setting.



# **Checking the Number of Sheets of Paper Fed**

You can check the number of sheets of paper fed from the printer driver.

Click the **Printer and Option Information** button on your printer driver's Maintenance window (for Windows) or on the Epson Printer Utility 4 (for Mac OS X).

# **Cleaning the Product**

## Cleaning the exterior of the product

To keep your product operating at its best, clean it thoroughly several times a year by using the following instructions.



Never use alcohol or thinner to clean the product. These chemicals can damage the product.

#### Note:

Close the paper support and the output tray when you are not using the product to protect the product from dust.

- Use a soft, dry, clean cloth to clean the surface of the scanner glass.
- If the glass surface is stained with grease or some other hard-to-remove material, use a small amount of glass cleaner and a soft cloth to remove it. Wipe off all remaining liquid.
- ☐ Do not press the surface of the scanner glass with any force.
- Be careful not to scratch or damage the surface of the scanner glass, and do not use a hard or abrasive brush to clean it. A damaged glass surface can decrease the scan quality.

# Cleaning the interior of the product

To keep your print results at their best, clean the roller inside by using the following procedure.



Be careful not to touch the parts inside the product.

Important:		
		Be careful to keep water away from the electronic components.
		Do not spray the inside of the product with lubricants.
		Unsuitable oils can damage the mechanism. Contact your dealer or a qualified service person if lubrication is needed.

- Make sure that no warnings or errors are indicated in the control panel.
- 2 Load several sheets of A4-size plain paper.
- Press one of the 

  buttons to make a copy without placing a document on the scanner glass.
- Repeat step 3 until the paper is not smeared with ink.

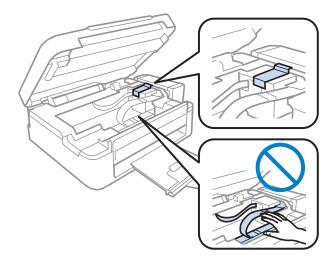
# **Transporting the Product**

If you move the product some distance, you need to prepare it for transportation in its original box or one of a similar size.

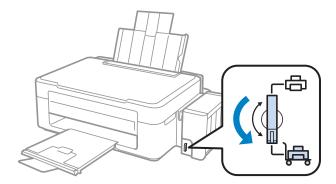
## Important:

- ☐ When storing or transporting the product, avoid tilting it, placing it vertically, or turning it upside down; otherwise ink may leak.
- ☐ When storing or transporting an ink bottle after removing its seal, do not tilt the bottle and do not subject it to impacts or temperature changes. Otherwise, ink may leak even if the cap on the ink bottle is tightened securely. Be sure to keep the ink bottle upright when tightening the cap, and take measures to prevent ink from leaking when you transport the bottle.
- Plug in the product and turn it on. Wait until the print head returns to the home position, then close the scanner unit.
- Turn off the product and unplug its power cord.
- 3 Disconnect the interface cable from the product.
- A Remove all paper from the rear paper feed.

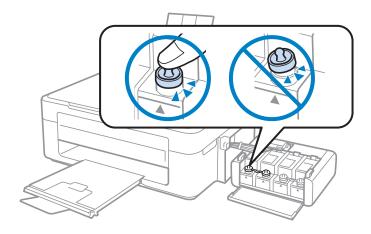
Open the scanner unit. Secure the print head with tape, as shown below, then close the scanner unit.



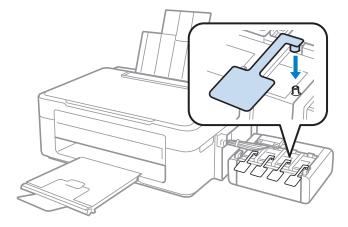
6 Set the transportation lock to the locked position.



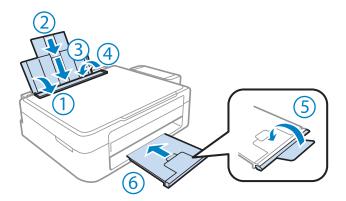
Unhook the ink tank unit from the product and lay it down, and then make sure to install the cap onto the ink tank securely.



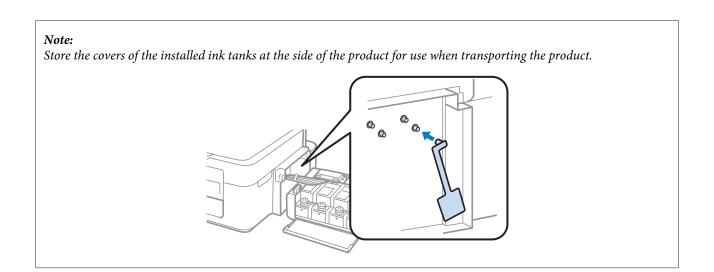
Install the covers that came with your product over the protruding parts of the ink tank, and then hook the ink tank unit onto the product.



Flip the feeder guard forward, close the paper support, and then flip the feeder guard back and close the output tray.



- Repack the product in its box, using the protective materials that came with it.
  - Important:
    - ☐ Keep the product level during transport. Otherwise, ink may leak.
    - After you move it, remove the tape securing the print head and the covers of ink tanks, then set the transportation lock to the unlocked position. If you notice a decline in print quality, run a cleaning cycle or align the print head.
    - □ *Do not put opened ink bottles in the box with product.*



# **Checking and Installing Your Software**

# Checking the software installed on your computer

To use the functions described in this User's Guide, you need to install the following software.

- ☐ Epson Driver and Utilities
- ☐ Epson Easy Photo Print
- ☐ Epson Event Manager

#### Note:

The availability of Epson Easy Photo Print varies depending on the product.

Follow the steps below to check that the software is installed on your computer.

#### **For Windows**

Windows 7 and Vista: Click the start button and select Control Panel.

Windows XP: Click Start and select Control Panel.

Windows 7 and Vista: Click Uninstall a program from the Programs category.

Windows XP: Double-click the Add or Remove Programs icon.

3 Check the list of currently installed programs.

#### For Mac OS X

1 Double-click Macintosh HD.

2

Double-click the **Epson Software** folder in the Applications folder and check the contents.

#### Note:

- $\Box$  The Applications folder contains software provided by third parties.
- To check that the printer driver is installed, click **System Preferences** on the Apple menu and then click **Print & Scan** (for Mac OS X 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5). Then locate your product in the Printers list box.

# Installing the software

Insert the product software disk that came with your product and select the software you want to install on the Software Select screen.

# **Uninstalling Your Software**

You may need to uninstall and then reinstall your software to solve certain problems or if you upgrade your operating system.

See the following section for information on determining what applications are installed.

→ "Checking the software installed on your computer" on page 73

#### **For Windows**

#### Note:

- For Windows 7 and Vista, you need an administrator account and password if you log on as a standard user.
- ☐ For Windows XP, you must log on to a Computer Administrator account.
- 1 Turn off the product.
- 2 Disconnect the product's interface cable from your computer.
- 3 Do one of the following.

Windows 7 and Vista: Click the start button and select Control Panel.

Windows XP: Click Start and select Control Panel.

Δ Do one of the following.

Windows 7 and Vista: Click Uninstall a program from the Programs category.

Windows XP: Double-click the Add or Remove Programs icon.

Select the software you want to uninstall such as your product's driver and the application from the list displayed.

6 Do one of the following.

Windows 7: Click Uninstall/Change or Uninstall.

**Windows Vista:** Click **Uninstall/Change** or **Uninstall**, and then click **Continue** in the User Account Control window.

Windows XP: Click Change/Remove or Remove.

#### Note:

If you chose to uninstall your product's printer driver in step 5, select the icon for your product and then click **OK**.

- When the confirmation window appears, click **Yes** or **Next**.
- Follow the on-screen instructions.

In some cases, a message may appear to prompt you to restart your computer. If so, make sure **I want to restart my computer now** is selected and click **Finish**.

#### For Mac OS X

#### Note:

☐ To uninstall your software you need to download the Uninstaller.

Access the site at:

http://www.epson.com

Next, select the support section of your local Epson Web site.

- To uninstall applications, you must log on to a Computer Administrator account. You cannot uninstall programs if you log on as a limited account user.
- ☐ Depending on the application, the Installer may be separated from the Uninstaller.
- 1 Quit all running applications.
- Double-click the **Uninstaller** icon in your Mac OS X hard drive.
- Select the check boxes for the software you want to uninstall, such as the printer driver and the application, from the list displayed.
- Click Uninstall.
- Follow the on-screen instructions.

If you cannot find the software you want to uninstall in the Uninstaller window, double-click the **Applications** folder in your Mac OS X hard drive, select the application you want to uninstall, and then drag it to the **Trash** icon.

#### Note:

If you uninstall the printer driver and the name of your product remains in the Print & Scan (for Mac OS X 10.7) or Print & Fax (for Mac OS X 10.6 or 10.5) window, select the name of your product and click the - **remove** button.

# **Diagnosing the Problem**

Troubleshooting product problems is best handled in two steps: first diagnose the problem, then apply likely solutions until the problem is fixed.

The information that you need to diagnose and solve most common problems is provided by online problem solving, the control panel, or the status monitor. Refer to the appropriate section below.

If you have a specific problem relating to print quality, a printing problem not related to print quality, or a paper feeding problem, or if the product does not print at all, refer to the appropriate section.

To solve a problem, you may need to cancel printing.

→ "Canceling printing" on page 28

# **Checking product status**

If a problem occurs while printing, an error message will appear in the status monitor window.

If an error message appears indicating the product's ink pads are nearing the end of their service life, contact Epson support to replace them. The message will be displayed at regular intervals until the ink pads are replaced. When the product's ink pads are saturated, the product stops and Epson support is required to continue printing.

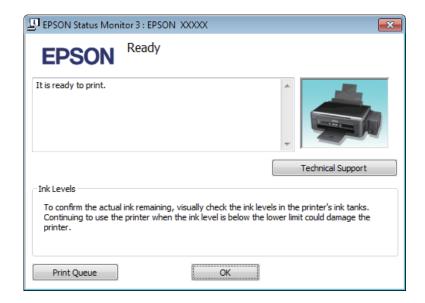
#### **For Windows**

There are two ways to access EPSON Status Monitor 3:

Double-click the product shortcut icon on your Windows taskbar. To add a shortcut icon to the taskbar, see the
following section:

- → "From the shortcut icon on the taskbar" on page 24
- Open the printer driver, click the **Maintenance** tab, then click the **EPSON Status Monitor 3** button.

When you access EPSON Status Monitor 3, the following window appears:



#### Note:

If EPSON Status Monitor 3 does not appear, access the printer driver and click the **Maintenance** tab and then the **Extended Settings** button. In the Extended Settings window, check the **Enable EPSON Status Monitor 3** check box.

EPSON Status Monitor 3 provides the following information:

- ☐ Technical Support:
  - Click **Technical Support** to access the Epson technical support website.
- ☐ Print Queue:

You can view Windows Spooler by clicking Print Queue.

#### For Mac OS X

Follow these steps to access EPSON Status Monitor.

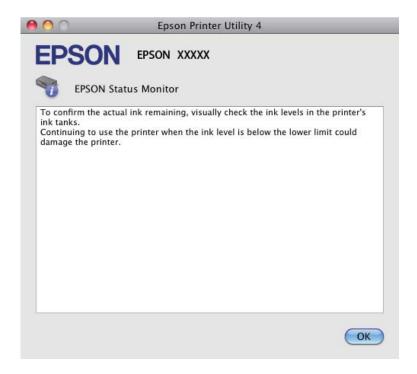


Access the Epson Printer Utility 4.

→ "Accessing the printer driver for Mac OS X" on page 24

2

Click the **EPSON Status Monitor** icon. The EPSON Status Monitor appears.



# **Paper Jams**



Never touch the buttons on the control panel while your hand is inside the product.



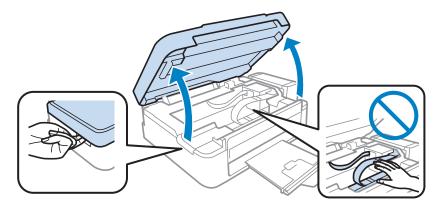
Be careful not to pull the cables or ink tubes, or touch other components inside the product unnecessarily. Otherwise, ink may leak or the product may be damaged.

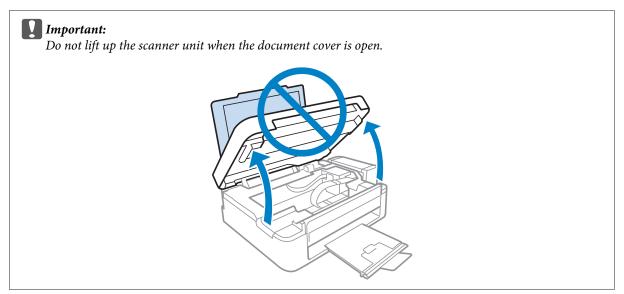
#### Note:

- ☐ Cancel the print job if prompted by a message from the printer driver.
- If all of the lights on the control panel flash, press the  $\circlearrowleft$  button to turn the product off and then on again. If only the  $\circlearrowleft$  and  $\square$  lights flash, press  $\diamondsuit \circledast$  or  $\circledast \diamondsuit$  button.

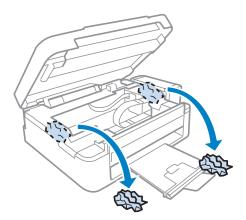
# Removing jammed paper from inside the product

1 Open the scanner unit.





Remove all of the paper inside, including any torn pieces.



Close the scanner unit. If the jammed paper remains near the output tray, carefully remove the paper.

# **Preventing paper jams**

If your paper jams frequently, check the following.

- ☐ The paper is smooth, not curled or wrinkled.
- ☐ You are using high-quality paper.
- ☐ The printable side of the paper is face up in the rear paper feed.
- ☐ The paper stack was fanned before loading.
- ☐ For plain paper, do not load paper above the line just under the ▼ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.
  - → "Selecting Paper" on page 16
- ☐ The edge guide is snug against the left edge of the paper.

→ "Horizontal banding" on page 82

The product is on a flat, stable surface that extends beyond the base in all directions. The product will not operate properly if it is tilted.

# **Print Quality Help**

If you are having print quality problems, then compare it with the illustrations below. Click the caption under the illustration that best resembles your prints.

# enthalten alle I Aufdruck. W I 5008 "Regel Good sample enthalten alle I Aufdruck. W I 5008 "Regel: I Aufdruck. W I 5008 "Regel: I Sood sample enthalten alle I Aufdruck. W I 5008 "Regel: I Sood sample enthalten alle I Aufdruck. W I 5008 "Regel: I Sood sample enthalten alle I Aufdruck. W I Sood sample I Aufdruck. W

→ "Vertical banding or misalignment" on page 82



"Incorrect or missing colors" on page 82



→ "Blurry or smeared print" on page 83

# **Horizontal banding**

- ☐ Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed.
- ☐ Run the Head Cleaning utility to clear any clogged ink nozzles.
  - → "Cleaning the Print Head" on page 65
- ☐ Try to use genuine Epson ink bottles.
- ☐ Make sure the paper type selected in printer driver is appropriate for the type of paper loaded in the product.
  - → "Paper type settings from the printer driver" on page 17
- ☐ If there is problem with copy quality, clean the exterior of the product.
  - → "Cleaning the exterior of the product" on page 69

# **Vertical banding or misalignment**

- ☐ Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed.
- ☐ Run the Head Cleaning utility to clear any clogged ink nozzles.
  - → "Cleaning the Print Head" on page 65
- ☐ Run the Print Head Alignment utility.
  - → "Aligning the Print Head" on page 66
- ☐ For Windows, clear the **High Speed** check box from the More Options window in your printer driver. See the online help for details.

For Mac OS X, select **Off** from the High Speed Printing. To display the High Speed Printing, click through the following menus: **System Preferences**, **Print & Scan** (for Mac OS X 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box), **Options & Supplies**, and then **Driver**.

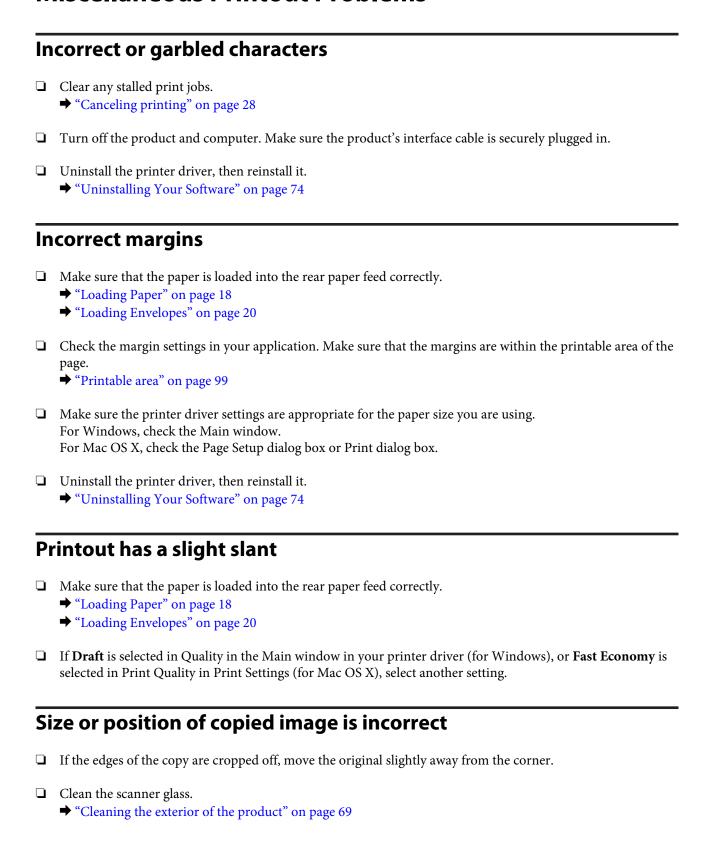
- ☐ Make sure the paper type selected in the printer driver is appropriate for the type of paper loaded in the product.
  - → "Paper type settings from the printer driver" on page 17
- ☐ If there is problem with copy quality, clean the exterior of the product.
  - → "Cleaning the exterior of the product" on page 69

# **Incorrect or missing colors**

☐ Make sure the initial ink charging is complete.

	Make sure the transportation lock is in the unlocked position.	
	For Windows, clear the <b>Grayscale</b> setting in the Main window in your printer driver. For Mac OS X, clear the <b>Grayscale</b> setting in Print Settings in the Print dialog box in your printer driver. See the online help for details.	
	Adjust the color settings in your application or in your printer driver settings.  For Windows, check the More Options window.  For Mac OS X, check the Color Options dialog box from the Print dialog box.  See the online help for details.	
	Run the Head Cleaning utility to clear any clogged ink nozzles.  → "Cleaning the Print Head" on page 65	
	If you have not used the product for a long time, use the Power Ink Flushing utility of the printer driver.  → "Replacing Ink inside the Ink Tubes" on page 67	
	Try to use genuine Epson ink bottles and paper recommended by Epson.	
BI	urry or smeared print	
	Try to use genuine Epson ink bottles and paper recommended by Epson.	
	Make sure the product is on a flat, stable surface that extends beyond the base in all directions. The product will not operate properly if it is tilted.	
	Make sure your paper is not damaged, dirty, or too old.	
	Make sure your paper is dry and the printable side (the whiter or glossier side) is face up in the rear paper feed.	
	If the paper is curled toward the printable side, flatten it or curl it slightly in the opposite direction.	
	Make sure the paper type selected in the printer driver is appropriate for the type of paper loaded in the product.   → "Paper type settings from the printer driver" on page 17	
	Remove each sheet from the output tray as it is printed.	
	Do not touch or allow anything to come into contact with the printed side of paper with a shiny finish. To handle your prints, follow the instructions of the paper.	
	Run the Head Cleaning utility to clear any clogged ink nozzles.  → "Cleaning the Print Head" on page 65	
	Run the Print Head Alignment utility.  → "Aligning the Print Head" on page 66	
	If the paper is smeared with ink after printing, clean the interior of the product.  → "Cleaning the interior of the product" on page 69	
	If there is problem with copy quality, clean the exterior of the product.  → "Cleaning the exterior of the product" on page 69	

# **Miscellaneous Printout Problems**



Inverted image	
	For Windows, clear the Mirror Image

For Windows, clear the **Mirror Image** check box from the More Options window of your printer driver, or turn off the Mirror Image setting in your application.

For Mac OS X, clear the **Mirror Image** check box in **Print Settings** in the Print dialog box of your printer driver, or turn off the Mirror Image setting in your application.

For instructions, see the online help for your printer driver or for your application.

☐ Uninstall the printer driver, then reinstall it.

→ "Uninstalling Your Software" on page 74

# **Blank pages print**

☐ Make sure the printer driver settings are appropriate for the paper size you are using. For Windows, check the Main window.

For Mac OS X, check the Page Setup dialog box or Print dialog box.

☐ For Windows, check the **Skip Blank Page** setting by clicking the **Extended Settings** button on the Maintenance window of the printer driver.

For Mac OS X, select **On** from the Skip Blank Page. To display the Skip Blank Page, click through the following menus: **System Preferences**, **Print & Scan** (for Mac OS X 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box), **Options & Supplies**, and then **Driver**.

☐ Uninstall the printer driver, then reinstall it.

→ "Uninstalling Your Software" on page 74

## Printed side is smeared or scuffed

☐ If the paper is curled toward the printable side, flatten it or curl it slightly in the opposite direction.

☐ Make several copies without placing a document on the scanner glass.

→ "Cleaning the interior of the product" on page 69

☐ Uninstall the printer driver, then reinstall it.

→ "Uninstalling Your Software" on page 74

# **Printing is too slow**

☐ Make sure the paper type selected in the printer driver is appropriate for the type of paper loaded in the product.

→ "Paper type settings from the printer driver" on page 17

For Windows, choose a lower **Quality** in the printer driver Main window.

For Mac OS X, choose a lower Print Quality in the Print Settings dialog box from your printer driver's Print dialog box.

→ "Accessing the printer driver for Windows" on page 23

→ "Accessing the printer driver for Mac OS X" on page 24

☐ Close any unnecessary applications.

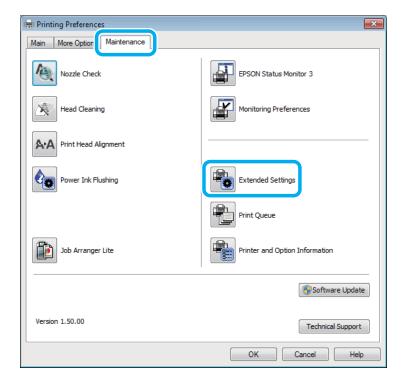
	If you print continuously for an extended period, the printing may be extremely slow. This is to slow down the printing speed and prevent the product mechanism from overheating and being damaged. If this happens, you can continue to print, but we recommend stopping and leaving the product idle for at least 30 minutes with the power on. (The product does not recover with the power off.) After you restart, the product will print at normal speed.
	Uninstall the printer driver, then reinstall it.  → "Uninstalling Your Software" on page 74
	ou try all of the methods above and cannot solve the problem, see the following: 'Increasing the Print Speed (For Windows Only)" on page 88
P	aper Does Not Feed Correctly
Pa	aper does not feed
Rei	move the stack of paper and make sure of the following:
	The paper is not curled or creased.
	The paper is not too old. See the instructions that came with the paper for more information.
	For plain paper, do not load paper above the line just under the ▼ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.   → "Selecting Paper" on page 16
	Paper is not jammed inside the product. If it is, remove the jammed paper.  → "Paper Jams" on page 79
	You have followed any special loading instructions that came with your paper.
	The paper does not have any binder holes.
M	ultiple pages feed
	For plain paper, do not load paper above the line just under the ▼ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.   → "Selecting Paper" on page 16
	Make sure the edge guide is snug against the left edge of the paper.
	Make sure the paper is not curled or folded. If so, flatten it or curl it slightly toward the opposite side before loading.
	Remove the stack of paper and make sure that the paper is not too thin.  → "Paper" on page 98
	Fan the edges of the stack to separate the sheets, then reload the paper.

	If too many copies of a file are being printed, check the Copies setting in your printer driver as follows, and also check in your application.  For Windows, check the Copies setting on the Main window.  Mac OS X, check the Copies setting in the Print dialog.
Pa	aper is improperly loaded
•	ou have loaded the paper too far into the product, the product cannot feed the paper correctly. Turn the product off I gently remove the paper. Then turn the product on and reload the paper correctly.
Pa	aper is not ejected fully or is wrinkled
	If the paper does not eject fully, press one of the ⊗ buttons to eject the paper. If the paper is jammed inside the product, remove it by referring to the following section.  → "Paper Jams" on page 79
	If the paper is wrinkled when it comes out, it may be damp or too thin. Load a new stack of paper.
1	<b>ote:</b> ore any unused paper in its original packaging in a dry area.
Т	he Product Does Not Print
	he Product Does Not Print I lights are off
A	
<b>A</b> l	I lights are off
<b>A</b> l	Il lights are off  Press the 🖰 button to make sure the product is on.
	Press the $\circlearrowleft$ button to make sure the product is on.  Make sure that the power cord is securely plugged in.
	Press the $\circlearrowleft$ button to make sure the product is on.  Make sure that the power cord is securely plugged in.  Make sure that your outlet works and is not controlled by a wall switch or timer.
——————————————————————————————————————	Press the $\circlearrowleft$ button to make sure the product is on.  Make sure that the power cord is securely plugged in.  Make sure that your outlet works and is not controlled by a wall switch or timer.
——————————————————————————————————————	Press the $\circlearrowleft$ button to make sure the product is on.  Make sure that the power cord is securely plugged in.  Make sure that your outlet works and is not controlled by a wall switch or timer.  Turn off the product and computer. Make sure the product's interface cable is securely plugged in.
——————————————————————————————————————	Press the © button to make sure the product is on.  Make sure that the power cord is securely plugged in.  Make sure that your outlet works and is not controlled by a wall switch or timer.  If you are using the USB interface, make sure your cable meets the USB or Hi-Speed USB standards.  If you are connecting the product to your computer via a USB hub, connect the product to the first-tier hub from your computer. If the printer driver is still not recognized on your computer, try to directly connect the product to

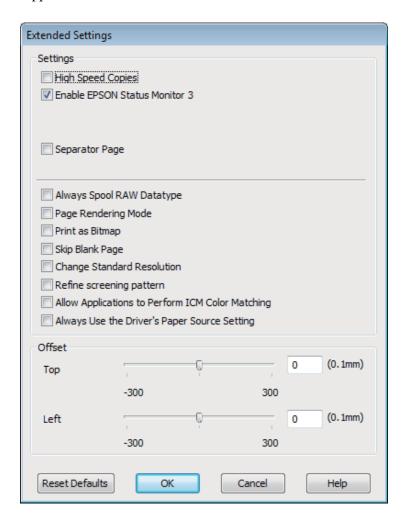
- ☐ Users of Windows can clear any stalled print jobs from the Windows Spooler.
  - → "Canceling printing" on page 28
- ☐ Uninstall the printer driver, then reinstall it.
  - → "Uninstalling Your Software" on page 74

# **Increasing the Print Speed (For Windows Only)**

Print speed may be increased by selecting certain settings in the Extended Settings window when the printing speed is slow. Click the **Extended Settings** button on your printer driver's Maintenance window.



The following dialog box appears.



Select the following check boxes and print speed may be increased.

- ☐ High Speed Copies
- ☐ Always spool RAW datatype
- ☐ Page Rendering Mode
- ☐ Print as Bitmap

For more details on each item, see the online help.

# **Other Problem**

# **Printing plain papers quietly**

When plain paper is selected for the paper type and Standard (Windows) or Normal (Mac OS X) is selected as for quality in the printer driver, the product prints at high speed. Try choosing Quiet Mode for quieter operation which will reduce the print speed.

For Windows, select the Quiet Mode check box in the Main window of your printer driver. For Mac OS X, select **On** from the Quiet Mode. To display the Quiet Mode, click through the following menus: **System Preferences**, **Print & Scan** (for Mac OS X 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box), **Options & Supplies**, and then **Driver**.

# Problems Indicated by Messages on the LCD Screen or Status Light

	Make sure the product is connected to your computer properly.
	Turn off the product and turn it on again. If the problem is not solved, the product may be malfunctioning, or the light source in the scanner unit may need to be replaced. Contact your dealer.
	Make sure the scanning software is fully installed. See the paper manual for instructions on installing the scanning software.
Ρ	roblems When Starting a Scan
	Check the status light and make sure the product is ready to scan.
	Make sure your cables are securely connected to the product and a working electrical outlet. If necessary, test your product's AC adapter by plugging in another electrical device and turning it on.
	Turn off the product and computer, and then check the interface cable connection between them to make sure it is secure.
	Make sure you select the correct product if a scanner list appears when starting to scan.
	Windows: When you start Epson Scan using the EPSON Scan icon, and the Select Scanner list is displayed, make sure you select the model of your product.
	Mac OS X: When you start Epson Scan from the Applications folder and the Select Scanner list is displayed, make sure you select the model of your product.
	Connect the product directly to the computer's external USB port or through one USB hub only. The product may not work properly when connected to the computer through more than one USB hub. If the problem persists, try connecting the product directly to the computer.
	If more than one product is connected to your computer, it may not work. Connect only the product you want to use, and then try scanning again.
	If the scanning software does not work properly, uninstall the software first and then reinstall it as described in the paper manual.  → "Uninstalling Your Software" on page 74

# Using the button

	o <b>te:</b> ependii	ng on the product, the scanning function may not be available when using the button.
		k if you have assigned a program to the button. pson Event Manager" on page 57
	Make	sure Epson Scan and Epson Event Manager are installed correctly.
	the E	have clicked the <b>Keep Blocking</b> button in the Windows Security Alert window during or after installation of pson Software, unblock Epson Event Manager.  ow to unblock Epson Event Manager" on page 92
		OS X: sure you are logged on as the user who installed the scanning software. Other users must first start Epson her Monitor in the Applications folder and then press a button to scan.
Н	ow to	unblock Epson Event Manager
1	Cli	ck <b>Start</b> or the start button, and then point to <b>Control Panel</b> .
2	Do	one of the following.
		Windows 7: Select <b>System and Security</b> .
		Windows Vista: Select <b>Security</b> .
		Windows XP: Select <b>Security Center</b> .
3	Do	one of the following.
	0	Windows 7 and Windows Vista: Select <b>Allow a program through Windows Firewall</b> .
		Windows XP: Select <b>Windows Firewall</b> .
4	Do	one of the following.
		Windows 7: Confirm that the check box for <b>EEventManager Application</b> is selected in the Allowed programs and features list.
		Windows Vista: Click the <b>Exceptions</b> tab, and then confirm that the check box for <b>EEventManager Application</b> is selected in the Program or port list.

☐ Windows XP:
Click the Exceptions tab, and then confirm that the check box for EEventManager Application is selected in the Programs and Services list.



Click OK.

# Using scanning software other than Epson Scan driver

- ☐ If you are using any TWAIN-compliant programs, such as Adobe Photoshop Elements, make sure that the correct product is selected as the Scanner or Source setting.
- ☐ If you cannot scan using any TWAIN-compliant scanning programs, such as Adobe Photoshop Elements, uninstall the TWAIN-compliant scanning program and then reinstall it.
  - → "Uninstalling Your Software" on page 74

# **Problems With Scanning Time**

- Computers with Hi-Speed external USB ports can scan faster than those with external USB ports. If you are using a Hi-Speed external USB port with your product, make sure it meets the system requirements.
  - → "System Requirements" on page 97
- ☐ Scanning at a high resolution takes a long time.

# **Problems With Scanned Images**

# Scan quality is unsatisfactory

Scan quality can be improved by changing the current settings or adjusting the scanned image.

→ "Image Adjustment Features" on page 39

# An image on the back of your original appears in your scanned image

If your original is printed on thin paper, images on the back may be visible to the product and appear in your scanned image. Try scanning the original with a piece of black paper placed on the back of it. Also make sure the Document Type and Image Type settings are correct for your original.

#### Characters are distorted or blurred

☐ In Office Mode or Home Mode, select the **Text Enhancement** check box.

☐ Adjust the Threshold setting.

Home Mode:

Select **Black&White** as the Image Type setting, click the **Brightness** button, and then try adjusting the Threshold setting.

Office Mode:

Select Black&White as the Image Type setting, and then try adjusting the Threshold setting.

Professional Mode:

Select **Black & White** as the Image Type setting and click the + (Windows) or ► (Mac OS X) button next to **Image Type**. Make the appropriate Image Option setting and then try adjusting the Threshold setting.

☐ Increase the resolution setting.

# Characters are not recognized correctly when converted into editable text (OCR)

Place the document so that it is straight on the scanner glass. If the document is skewed, it may not be recognized correctly.

#### Ripple patterns appear in your scanned image

A ripple or cross-hatch pattern (known as moiré) may appear in a scanned image of a printed document.



- ☐ Rotate your original document.
- ☐ Rotate the scanned image using the application software after scanning.
- ☐ Select the **Descreening** check box.
- ☐ In Professional Mode, change a resolution setting and scan again.

## Uneven color, smears, dots, or straight lines appear in your image

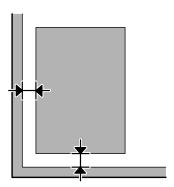
You may need to clean the interior of the product.

→ "Cleaning the Product" on page 69

# The scanning area or direction is unsatisfactory

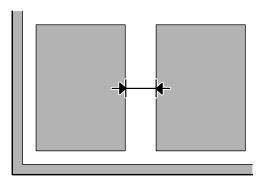
# The edges of your original are not scanned

- ☐ If you are scanning in Full Auto Mode, or using thumbnail preview in Home Mode or Professional Mode, move the document or photo 6 mm (0.2 inch) away from the horizontal and vertical edges of the scanner glass to avoid cropping.
- ☐ If you are scanning using the button or using normal preview in Office Mode, Home Mode, or Professional Mode, move the document or photo about 3 mm (0.12 inch) away from the horizontal and vertical edges of the scanner glass to avoid cropping.



## Multiple documents are scanned into a single file

Position documents at least 20 mm (0.8 inch) apart from each other on the scanner glass.



#### Cannot scan the area you want

Depending on the documents, you may not be able to scan the area you want. Use normal preview in Office Mode, Home Mode, or Professional Mode and create marquees on the area you want to scan.

# Cannot scan in the direction you want

Click **Configuration**, select the **Preview** tab, and then clear the **Auto Photo Orientation** check box. Then, place your documents correctly.

# **Problems Remain After Trying All Solutions**

If you have tried all the solutions and have not solved the problem, initialize the Epson Scan settings.

Click Configuration, select the Other tab, and then click Reset All.

# **Product Information**

# **Ink Bottles**

You can use the following ink bottles with this product:

Ink bottles	Part numbers
Black	T6641
Cyan	T6642
Magenta	T6643
Yellow	T6644

#### Important:

Genuine Epson ink, other than those specified here, could cause damage that is not covered by Epson's warranties.

Color	Black, Cyan, Magenta, Yellow
Ink bottle life	For best results, use up ink within six months after removing a seal from ink bottle.
Temperature	Storage: -20 to 40 °C (-4 to 104 °F) 1 month at 40 °C (104 °F)
	Freezing:* -16 °C (3.2 °F)

<sup>\*</sup> Ink thaws and is usable after approximately 3 hours at 25 °C (77 °F).

# **System Requirements**

# **For Windows**

System	PC Interface
Windows 7 (32-bit, 64-bit), Vista (32-bit, 64-bit), XP SP1 or higher (32-bit), or XP Professional x64 Edition	USB

# For Mac OS X

System	PC Interface
Mac OS X 10.5.8, 10.6.x, 10.7.x	USB

#### Note:

The UNIX File System (UFS) for Mac OS X is not supported.

# **Technical Specifications**

#### Note:

Specifications are subject to change without notice.

# **Printer specifications**

Paper path	Rear paper feed, top entry
Capacity	L110/L210: 6 mm (0.2 in.) L300/L350: 11 mm (0.4 in.)

#### **Paper**

#### Note:

- □ Since the quality of any particular brand or type of paper may be changed by the manufacturer at any time, Epson cannot attest to the quality of any non-Epson brand or type of paper. Always test samples of paper stock before purchasing large quantities or printing large jobs.
- Poor quality paper may reduce print quality and cause paper jams or other problems. If you encounter problems, switch to a higher grade of paper.

#### Single sheets:

Size	A4 210 × 297 mm	
	$10 \times 15 \text{ cm } (4 \times 6 \text{ in.})$	
	$13 \times 18 \text{ cm } (5 \times 7 \text{ in.})$	
	A6 105 × 148 mm	
	A5 148 × 210 mm	
	B5 182×257 mm	
	9 × 13 cm (3.5 × 5 in.)	
	13 × 20 cm (5 × 8 in.)	
	20 × 25 cm (8 × 10 in.)	
	16:9 wide size (102 × 181 mm)	
	100 × 148 mm	
	Letter 8 1/2 × 11 in.	
	Legal 8 1/2 × 14 in.	
Paper types	Plain paper or special paper distributed by Epson	
Thickness (for plain paper)	0.08 to 0.11 mm (0.003 to 0.004 in.)	

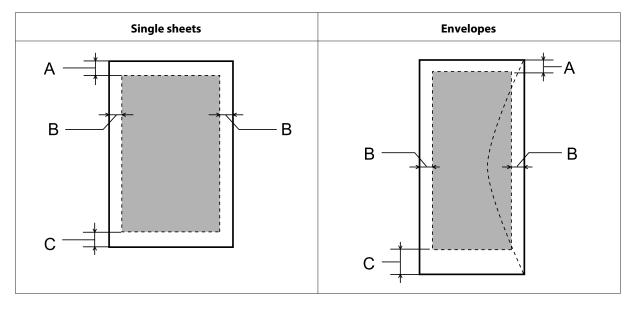
Weight 64 g/m² (17 lb) to 90 g/m² (24 lb) (for plain paper)
---

#### Envelopes:

Size	Envelope #10 4 1/8 × 9 1/2 in.	
	Envelope DL 110 × 220 mm	
	Envelope C6 114 × 162 mm	
Paper types	Plain paper	
Weight	75 g/m² (20 lb) to 90 g/m² (24 lb)	

## **Printable area**

Highlighted portions show printable area.



	Minimum margin	
Media type	Single sheets	Envelopes
A	3.0 mm (0.12 in.)	3.0 mm (0.12 in.)
В	3.0 mm (0.12 in.)	5.0 mm (0.20 in.)
С	3.0 mm (0.12 in.)	21.0 mm (0.83 in.)

#### Note:

Depending on the type of paper, print quality may decline in the top and bottom areas of the print, or the area may be smeared.

# **Scanner specifications**

Scanner type	Flatbed color	
Photoelectric device	CIS	
Effective pixels	$5100 \times 7020$ pixels at 600 dpi Scanning area may be restricted if resolution setting is large.	
Document size	216 × 297 mm (8.5 × 11.7 inches) A4 or US letter size	
Scanning resolution	600 dpi (main scan) 1200 dpi (sub scan)	
Output resolution	50 to 4800, 7200, and 9600 dpi (50 to 4800 dpi in 1 dpi increments)	
Image data	16 bits per pixel per color internal 8 bits per pixel per color external (maximum)	
Light source	LED	

# Mechanical

Dimensions	Storage	
	Width: 472 mm (18.6 inches)	
	Depth: 300 mm (11.8 inches)	
	Height: 145 mm (5.7 inches)	
	Printing*	
	Width: 472 mm (18.6 inches)	
	Depth (L210): 528 mm (20.8 inches)	
	Depth (L350): 528 mm (20.8 inches)	
	Height: 279 mm (11.0 inches)	
Weight	L210: Approx. 4.4 kg (9.7 lb) without the ink and the power cord.	
	L350: Approx. 4.4 kg (9.7 lb) without the ink and the power cord.	

<sup>\*</sup> With the output tray and the stopper extended.

# Electrical

	100-240 V Model
Input voltage range	90 to 264 V
Rated frequency range	50 to 60 Hz
Input frequency range	49.5 to 60.5 Hz
Rated current	0.5 to 0.3 A

Power consumption	Standalone copying	L210: Approx. 13 W (ISO/IEC24712) L350: Approx. 12 W (ISO/IEC24712)
	Ready mode	Approx. 3.5 W
	Sleep mode	Approx. 1.5 W
	Power off	Approx. 0.3 W

#### Note:

Check the label on the back of the product for its voltage.

# **Environmental**

Temperature	Operation: 10 to 35 °C (50 to 95 °F)
	Storage: -20 to 40 °C (-4 to 104 °F)
	1 month at 40 °C (104 °F)
Humidity	Operation:* 20 to 80% RH
	Storage:* 5 to 85% RH

<sup>\*</sup> Without condensation

# Standards and approvals

European model:

Low voltage directive 2006/95/EC	EN60950-1
EMC directive 2004/108/EC	EN55022 Class B EN61000-3-2 EN61000-3-3 EN55024

# Interface

USB - Compatible with the USB 2.0 Specification

# **Technical Support Web Site**

Epson's Technical Support Web Site provides help with problems that cannot be solved using the troubleshooting information in your product documentation. If you have a Web browser and can connect to the Internet, access the site at:

http://support.epson.net/ http://www.epson.eu/Support (Europe)

If you need the latest drivers, FAQs, manuals, or other downloadables, access the site at:

http://www.epson.com http://www.epson.eu/Support (Europe)

Then, select the support section of your local Epson Web site.

# **Contacting Epson Support**

# **Before Contacting Epson**

If your Epson product is not operating properly and you cannot solve the problem using the troubleshooting information in your product documentation, contact Epson support services for assistance. If Epson support for your area is not listed below, contact the dealer where you purchased your product.

Epson support will be able to help you much more quickly if you give them the following information:

_	Product serial number (The serial number label is usually on the back of the product.)
	Product model
	Product software version (Click <b>About</b> , <b>Version Info</b> , or similar button in the product software.)
	Brand and model of your computer
	Your computer operating system name and version
	Names and versions of the software applications you normally use with your product
	Number of sheets of paper fed  → "Checking the Number of Sheets of Paper Fed" on page 69

# **Help for Users in Europe**

Check your Pan-European Warranty Document for information on how to contact Epson support.

# **Help for Users in Taiwan**

Contacts for information, support, and services are:

## World Wide Web (http://www.epson.com.tw)

Information on product specifications, drivers for download, and products enquiry are available.

# Epson HelpDesk (Phone: +0280242008)

Our HelpDesk team can help you with the following over the phone:

- ☐ Sales enquiries and product information
- ☐ Product usage questions or problems
- ☐ Enquiries on repair service and warranty

# **Repair service center:**

Telephone number	Fax number	Address
02-23416969	02-23417070	No.20, Beiping E. Rd., Zhongzheng Dist., Taipei City 100, Taiwan
02-27491234	02-27495955	1F., No.16, Sec. 5, Nanjing E. Rd., Songshan Dist., Taipei City 105, Taiwan
02-32340688	02-32345299	No.1, Ln. 359, Sec. 2, Zhongshan Rd., Zhonghe City, Taipei County 235, Taiwan
039-605007	039-600969	No.342-1, Guangrong Rd., Luodong Township, Yilan County 265, Taiwan
038-312966	038-312977	No.87, Guolian 2nd Rd., Hualien City, Hualien County 970, Taiwan
03-2810606	03-2810707	No.413, Huannan Rd., Pingzhen City, Taoyuan County 324, Taiwan
03-5325077	03-5320092	1F., No.9, Ln. 379, Sec. 1, Jingguo Rd., North Dist., Hsinchu City 300, Taiwan
04-23291388	04-23291338	3F., No.510, Yingcai Rd., West Dist., Taichung City 403, Taiwan
04-23805000	04-23806000	No.530, Sec. 4, Henan Rd., Nantun Dist., Taichung City 408, Taiwan
05-2784222	05-2784555	No.463, Zhongxiao Rd., East Dist., Chiayi City 600, Taiwan
06-2221666	06-2112555	No.141, Gongyuan N. Rd., North Dist., Tainan City 704, Taiwan

Telephone number	Fax number	Address
07-5520918	07-5540926	1F., No.337, Minghua Rd., Gushan Dist., Kaohsiung City 804, Taiwan
07-3222445	07-3218085	No.51, Shandong St., Sanmin Dist., Kaohsiung City 807, Taiwan
08-7344771	08-7344802	1F., No.113, Shengli Rd., Pingtung City, Pingtung County 900, Taiwan

# **Help for Users in Singapore**

Sources of information, support, and services available from Epson Singapore are:

## World Wide Web (http://www.epson.com.sg)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), Sales Enquiries, and Technical Support via e-mail are available.

# Epson HelpDesk (Phone: (65) 6586 3111)

Our HelpDesk team can help you with the following over the phone:

	Sales en	aniries	and	product	inform	ation
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	Product	usage	questions	or problems
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J	Enquiries	on re	pair :	service	and	warranty	Ţ

# **Help for Users in Thailand**

Contacts for information, support, and services are:

# World Wide Web (http://www.epson.co.th)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and e-mail are available.

# Epson Hotline (Phone: (66)2685-9899)

Our Hotline team can help you with the following over the phone:

		Sales e	enquiries	and	product	information
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☐ Product usage questions or problems

☐ Enquiries on repair service and warranty

# **Help for Users in Vietnam**

Contacts for information, support, and services are:

Epson Hotline (Phone): 84-8-823-9239

Service Center: 80 Truong Dinh Street, District 1, Hochiminh City

Vietnam

# Help for Users in Indonesia

Contacts for information, support, and services are:

### World Wide Web (http://www.epson.co.id)

☐ Information on product specifications, drivers for download

☐ Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

## **Epson Hotline**

☐ Sales enquiries and product information

☐ Technical support

Phone (62) 21-572 4350

Fax (62) 21-572 4357

# **Epson Service Center**

Jakarta Mangga Dua Mall 3rd floor No 3A/B

Jl. Arteri Mangga Dua,

Jakarta

Phone/Fax: (62) 21-62301104

Bandung Lippo Center 8th floor

Jl. Gatot Subroto No.2

Bandung

Phone/Fax: (62) 22-7303766

Surabaya Hitech Mall lt IIB No. 12

Jl. Kusuma Bangsa 116 – 118

Surabaya

Phone: (62) 31-5355035 Fax: (62)31-5477837

Yogyakarta Hotel Natour Garuda

Jl. Malioboro No. 60

Yogyakarta

Phone: (62) 274-565478

Medan Wisma HSBC 4th floor

Jl. Diponegoro No. 11

Medan

Phone/Fax: (62) 61-4516173

Makassar MTC Karebosi Lt. Ill Kav. P7-8

JI. Ahmad Yani No.49

Makassar

Phone: (62)411-350147/411-350148

# **Help for Users in Hong Kong**

To obtain technical support as well as other after-sales services, users are welcome to contact Epson Hong Kong Limited.

## **Internet Home Page**

Epson Hong Kong has established a local home page in both Chinese and English on the Internet to provide users with the following information:

■ Product information

☐ Answers to Frequently Asked Questions (FAQs)

☐ Latest versions of Epson product drivers

Users can access our World Wide Web home page at:

http://www.epson.com.hk

# **Technical Support Hotline**

You can also contact our technical staff at the following telephone and fax numbers:

Phone: (852) 2827-8911

Fax: (852) 2827-4383

# Help for Users in Malaysia

Contacts for information, support, and services are:

# World Wide Web (http://www.epson.com.my)

 $\hfill \square$  Information on product specifications, drivers for download

☐ Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

# **Epson Trading (M) Sdn. Bhd.**

Head Office.

Phone: 603-56288288

Fax: 603-56288388/399

#### **Epson Helpdesk**

☐ Sales enquiries and product information (Infoline)

Phone: 603-56288222

☐ Enquiries on repair services & warranty, product usage and technical support (Techline)

Phone: 603-56288333

# Help for Users in India

Contacts for information, support, and services are:

## World Wide Web (http://www.epson.co.in)

Information on product specifications, drivers for download, and products enquiry are available.

# **Epson India Head Office - Bangalore**

Phone: 080-30515000

Fax: 30515005

### **Epson India Regional Offices:**

Location	Telephone number	Fax number
Mumbai	022-28261515 /16/17	022-28257287
Delhi	011-30615000	011-30615005
Chennai	044-30277500	044-30277575
Kolkata	033-22831589 / 90	033-22831591
Hyderabad	040-66331738/39	040-66328633
Cochin	0484-2357950	0484-2357950
Coimbatore	0422-2380002	NA
Pune	020-30286000/30286001/30286002	020-30286000
Ahmedabad	079-26407176 / 77	079-26407347

# Helpline

For Service, Product info or to order a cartridge - 18004250011 (9AM - 9PM) - This is a Toll-free number.

For Service (CDMA & Mobile Users) - 3900 1600 (9AM - 6PM) Prefix local STD code

# **Help for Users in the Philippines**

To obtain technical support as well as other after sales services, users are welcome to contact the Epson Philippines Corporation at the telephone and fax numbers and e-mail address below:

Trunk Line: (63-2) 706 2609

Fax: (63-2) 706 2665

Helpdesk Direct Line: (63-2) 706 2625

E-mail: epchelpdesk@epc.epson.com.ph

#### World Wide Web (http://www.epson.com.ph)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and E-mail Enquiries are available.

Toll-Free No. 1800-1069-EPSON(37766)

Ou	r Hotline team can help you with the following over the phone:
	Sales enquiries and product information
	Product usage questions or problems
	Enquiries on repair service and warranty

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