Start Here

IMPORTANT: Before using this product, make sure you read these instructions and the safety instructions in the online *User's Guide*.

Note: This printer is designed for use with Epson® cartridges only, not third-party cartridges or ink. For important ink information, visit **www.epson.com/epsonink** (U.S.) or **www.epson.ca/epsonink** (Canada) or see your printer box.
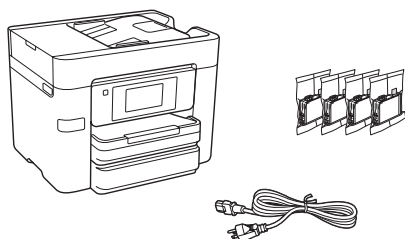
Important Safety Instructions: When using telephone equipment, you should always follow basic safety precautions to reduce the risk of fire, electric shock, and personal injury, including the following:

- Do not use the Epson product near water.
- Always keep this guide handy.
- Avoid using a telephone during an electrical storm. There may be a remote risk of electric shock from lightning.
- Do not use a telephone to report a gas leak in the vicinity of the leak.

Caution: To reduce the risk of fire, use only a No. 26 AWG or larger telecommunication line cord.

The illustrations show the EC-4040, but the steps are the same for all models, unless otherwise specified.
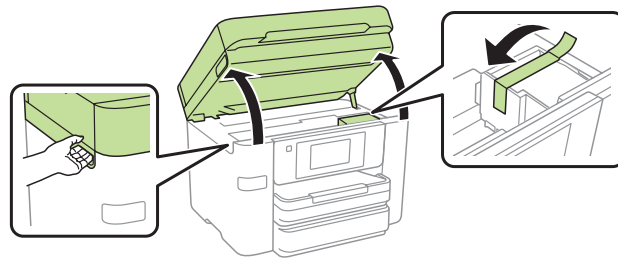
1 Unpack

Note: Do not open the ink cartridge packages until you are ready to install the ink. Cartridges are vacuum packed to maintain reliability.
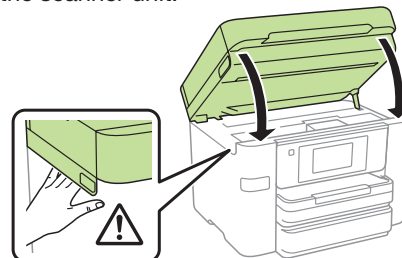
1 Remove all protective materials from the product.

2 Lift up the scanner unit until it locks and remove all protective materials from inside the product.
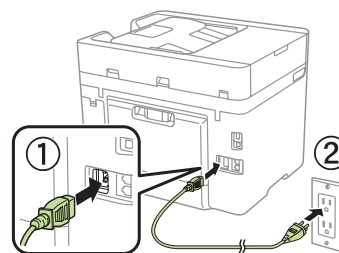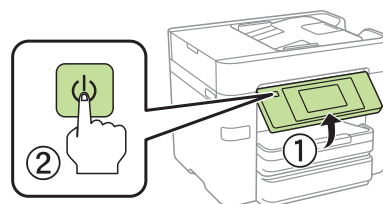

3 Lower the scanner unit.

2 Turn on and configure

1 Connect the power cord to the back of the product and to an electrical outlet.

Caution: Do not connect to your computer yet.

2 Raise the control panel and turn on the product.

3 Select your language, country, and time.

Note: You can change these settings later using the product's control panel. For more information, see the online *User's Guide*.
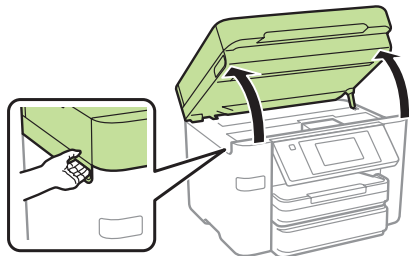
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3 Install ink cartridges

Caution: Keep the ink cartridges out the reach of children and do not drink the ink.
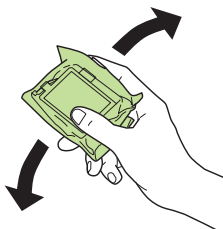
Note: The included initial cartridges are designed for reliable printer setup and cannot be used as replacement cartridges or resold. After setup, the remaining ink is available for printing.

1 Lift up the scanner unit until it locks.
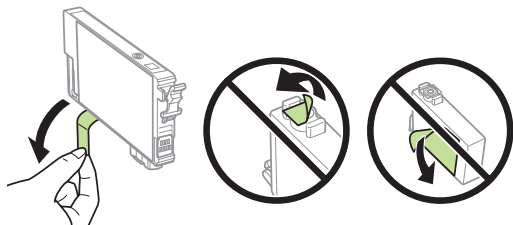
Caution: Do not touch the flat, white cable.

2 Gently shake the ink cartridges.
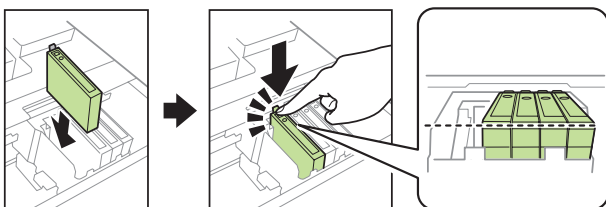
3 Unpack the ink cartridges.

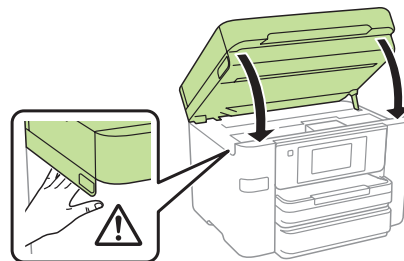**4** Remove only the yellow tape from each ink cartridge.

Caution: Do not remove any other labels or seals, or ink will leak. Do not touch the green chip on the cartridge.

5 Insert the cartridge in the holder for each color. Press each cartridge down until it clicks. Make sure all cartridges are pushed down into place.
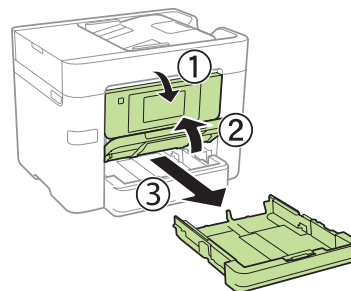
6 Lower the scanner unit.

7 If prompted, follow the instructions on the LCD screen. The printer starts charging the ink. Ink charging takes approximately 5 minutes. When you see a completion message on the printer's LCD screen, charging is complete.

Caution: Don't turn off the printer or raise the scanner unit while the printer is charging or you'll waste ink.
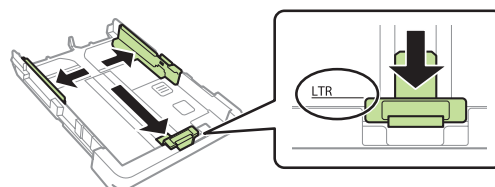
Note: Included initial cartridges print about 500 pages black/ 450 color.
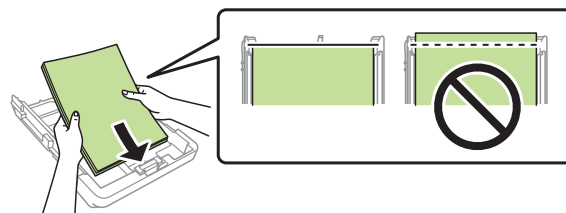
4 Load paper

1 Make sure the product is done charging the ink, and then close the control panel, lift the output tray, and pull out the paper cassette.

2 Slide the side edge guides all the way out and set the front edge guide to the paper size you are using.
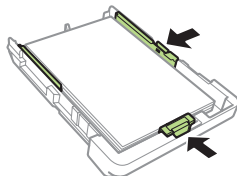
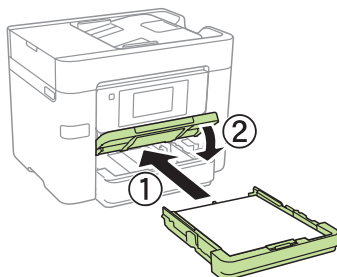**3** Insert paper with the glossy or printable side down.

Note: Make sure the paper is loaded against the front edge guide and not sticking out from the end of the cassette.
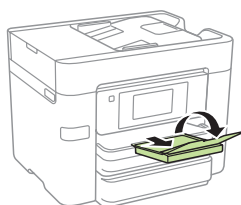
4 Slide the edge guides against the paper, but not too tightly.

5 Keep the cassette flat as you insert it all the way, then lower the output tray.
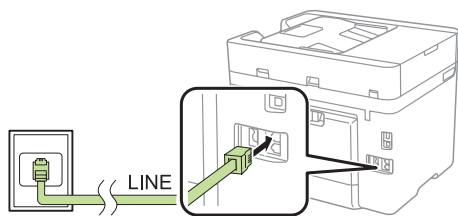

6 Pull out the output tray extension.

7 Select the paper settings on the product's control panel.

For more information on loading different paper types or envelopes, see the online *User's Guide*.

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5 Connect the fax line

1 Connect a phone cord to a telephone wall jack and to the **LINE** port on your product. See the online *User's Guide* for more information.

2 **EC-4020/EC-4030:** Select **Proceed** to set up the fax, or select **Set Up Later** to set it up later.

EC-4040: Select **Proceed** to set up the fax, or select **Close** to set it up later.
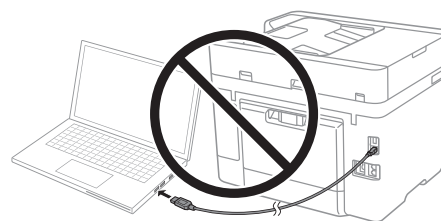
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6 Install software

Note: An Internet connection is required to obtain the product software.

To print from a Chromebook™, go to **www.epson.com/support/gcp** (U.S.) or **www.epson.ca/support/gcp** (Canada) for instructions.

Firmware Update Notice: Epson periodically provides firmware updates to address issues of security, performance, minor bug fixes and ensure your printer functions as designed. Your printer was designed to work only with genuine Epson ink cartridges, therefore some updates may affect the functionality of third-party ink.

1 Make sure the product is **NOT CONNECTED** to your computer.

Windows®: If you see a Found New Hardware screen, click **Cancel** and disconnect the USB cable.

2 Download and run your product's software package. For the latest software, visit **www.epson.com/support** (U.S.) or **www.epson.ca/support** (Canada) and search for your product.

3 Follow the instructions on the computer screen to run the setup program.

4 When you see the Select Your Connection screen, select one of the following and follow the on-screen instructions:

- **Wireless connection**

  In most cases, the software installer automatically attempts to set up your wireless connection. If setup is unsuccessful, you may need to enter your network name (SSID) and password.

- **Direct USB connection**

  Make sure you have a USB cable (not included).

- **Wired network connection**

  Make sure you have an Ethernet cable (not included).

Mobile printing

Connect wirelessly from your smartphone, tablet, or computer. Print documents and photos from across the room or around the world:

- Print directly from your iOS device. Simply connect your printer and device to the same network and tap the action icon to select the print option.

- Use Epson Print Enabler (free from Google Play™) with Android™ devices (v4.4 or later). Then connect your printer and device to the same network and tap the menu icon to print.

- Print remotely with Epson Connect™ and Google Cloud Print™. See the online *User's Guide* for instructions or learn more at **www.epson.com/connect** (U.S.) or **www.epson.ca/connect** (Canada).

Any problems?

Network setup was unsuccessful.

- Make sure you select the right network name (SSID).

- Restart your router (turn it off and then on), then try to connect to it again.

- The printer can only connect to a network that supports 2.4 GHz connections. If your router offers both 2.4 GHz and 5 GHz connections, make sure 2.4 GHz is enabled.

- If you see a firewall alert message, click **Unblock** or **Allow** to let setup continue.

- If your network has security enabled, make sure you enter your network password (WEP key or WPA passphrase) correctly. Be sure to enter your password in the correct case.

  Select ⇧ to enter uppercase letters or select ⊕ for numbers or symbols.

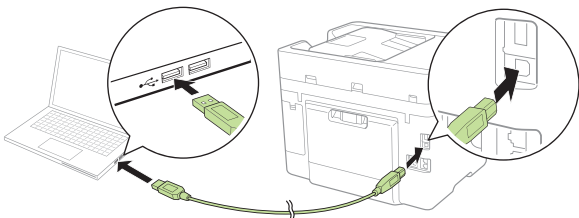## There are lines or incorrect colors in my printouts.

Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary. See the online *User's Guide* for more information.

The printer's screen is dark.

Make sure your product is turned on, and press the screen or power button to wake it from sleep mode.

Setup is unable to find my printer after connecting it with a USB cable.

Make sure your product is securely connected as shown:

Any questions?

User's Guide

Windows: Click the icon on your desktop or Apps screen to access the online *User's Guide*.

Mac: Click the icon in Applications/Epson Software/Guide to access the online *User's Guide*.

If you don't have a User's Guide icon, go to the Epson website, as described below.

Support

Visit **www.epson.com/support** (U.S.) or **www.epson.ca/support** (Canada) and search for your product to download drivers, view manuals, get FAQs, or contact Epson.

Call (562) 276-4382 (U.S.) or (905) 709-3839 (Canada), 6 AM to 8 PM, Pacific Time, Monday through Friday, and 7 AM to 4 PM, Pacific Time, Saturday. Days and hours of support are subject to change without notice. Toll or long distance charges may apply.

Recycling

Epson offers a recycling program for end of life hardware and ink cartridges. Please go to **www.epson.com/recycle** (U.S.) or **www.epson.ca/recycle** (Canada) for information on how to return your products for proper disposal.

Need paper and ink?

Ensure brilliant results with Epson specialty papers, engineered specifically for Epson printers. Find specialty papers and Epson Genuine Ink at **www.epson.com** (U.S. sales) or **www.epson.ca** (Canadian sales) and at Epson authorized resellers. Call 800-GO-EPSON (800-463-7766).

DESIGNED *for* EXCELLENCE™
Epson printers, ink and specialty papers.

DURABrite *Ultra* INK

EC-4020/EC-4030/EC-4040 replacement ink cartridges

Color	Standard-capacity	High-capacity
Black	802	802XL
Cyan	802	802XL
Magenta	802	802XL
Yellow	802	802XL