

# L6171 User's Guide

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# L6171 User's Guide

Welcome to the L6171 User's Guide.

For a printable PDF copy of this guide, click here.

# **Product Basics**

See these sections to learn about the basic features of your product.

Using the Control Panel Product Parts Locations Using Power Saving Settings Epson Connect Solutions for Smartphones, Tablets, and More Using AirPrint Using Google Cloud Print Android Printing Using the Epson Print Enabler Using Fire OS Printing Using Windows 10 Mobile Printing Using Epson Print and Scan App with Windows Tablets

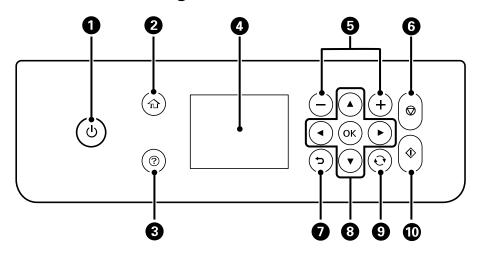
# **Using the Control Panel**

See these sections to learn about the control panel and select control panel settings.

Control Panel Buttons and Lights Entering Characters on the LCD Screen Changing LCD Screen Language Adjusting the Screen Brightness Turning Off the Operation Time Out Setting

Parent topic: Product Basics

# **Control Panel Buttons and Lights**



- 1 The <sup>(1)</sup> power button and light
- 2 The ŵ home button
- 3 The ⑦ help button
- 4 The LCD screen
- 5 The + and buttons
- 6 The  $\heartsuit$  stop button
- 7 The <sup>♠</sup> back button
- 8 The arrow buttons and the **OK** button
- 9 The 😯 reset button
- 10 The  $\diamondsuit$  start button

Status Icon Information

Parent topic: Using the Control Panel

#### Status Icon Information

Your product displays status icons on the LCD screen for certain product status conditions. Select the

icon to view or change the current network settings.

lcons	Description
0	Displays additional information or instructions, such as loading paper or placing a document.
٠	Displays the Supply Status screen.
6.7	Quiet Mode is enabled. Noise is reduced during printing, but the print speed may be reduced. Press this icon to change the settings.
65./* 4538	Quiet Mode is disabled. Press this icon to change the settings.
e.	Displays the Fax Data Information screen.
P	No Ethernet connection.
P	An Ethernet connection is established.
f ?	No Wi-Fi connection.
<b>í0</b>	A Wi-Fi network error has occurred or the product is searching for a connection.
i?	A Wi-Fi connection is established. The number of bars indicates the connection's signal strength.
ß	No Wi-Fi Direct connection.
3	A Wi-Fi Direct connection is established.

Parent topic: Control Panel Buttons and Lights

# **Entering Characters on the LCD Screen**

Follow these guidelines to enter characters for passwords and other settings.



• To move the cursor, select the left or right arrows.

To change the case of letters, select



- To delete the previous character, select
- To enter numbers or symbols, select AB1#.
- To enter a commonly used domain name, select @....
- To enter a space, select

Parent topic: Using the Control Panel

# Changing LCD Screen Language

You can change the language used on the LCD screen.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.
- 3. Select General Settings.

General Settings
Basic Settings
Printer Settings
Network Settings
Web Service Settings

- 4. Select Basic Settings.
- 5. Scroll down and select Language.
- 6. Select a language.

Parent topic: Using the Control Panel

# Adjusting the Screen Brightness

You can adjust the brightness of the LCD screen.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.
- 3. Select General Settings.

General Settings	
Basic Settings	
Printer Settings	
Network Settings	
Web Service Settings	$\bigcirc$

- 4. Select Basic Settings.
- 5. Select LCD Brightness.
- 6. Press the or + icons to decrease or increase the brightness.
- 7. Select **OK** to exit.

Parent topic: Using the Control Panel

# **Turning Off the Operation Time Out Setting**

The Operation Time Out setting causes the LCD screen to return to the Home screen after a few minutes of inactivity. This feature is enabled by default, but you can turn it off.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.
- 3. Select General Settings.

General Settings
Basic Settings
Printer Settings
Network Settings
Web Service Settings

- 4. Select Basic Settings.
- 5. Scroll down and set **Operation Time Out** to **Off**.

Parent topic: Using the Control Panel

# **Product Parts Locations**

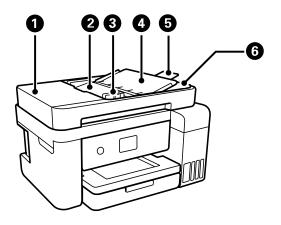
See these sections to identify the parts on your product.

Product Parts - Front Product Parts - Inside

Product Parts - Back

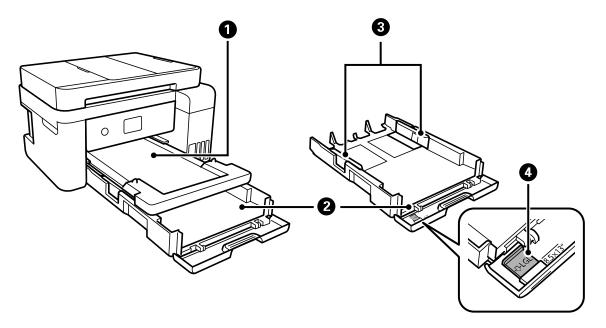
Parent topic: Product Basics

# **Product Parts - Front**



- 1 Automatic Document Feeder (ADF) cover
- 2 ADF input tray
- 3 ADF edge guides
- 4 ADF document support
- 5 ADF output tray extension

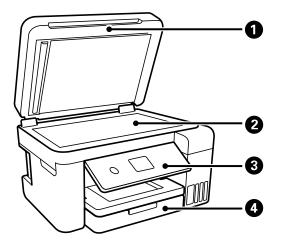
6 ADF output tray



- 1 Output tray
- 2 Paper cassette
- 3 Paper cassette edge guides
- 4 Legal-size paper guide

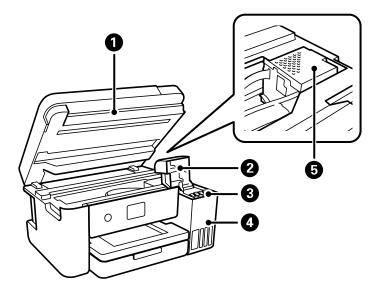
Parent topic: Product Parts Locations

# **Product Parts - Inside**



- 1 Document cover
- 2 Scanner glass
- 3 Control panel

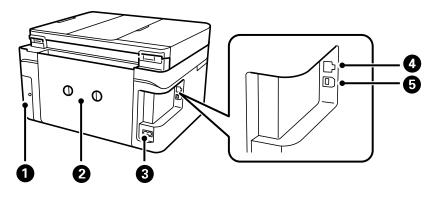
4 Front cover



- 1 Scanner unit
- 2 Ink tank cover
- 3 Ink tanks
- 4 Ink tank unit
- 5 Print head

Parent topic: Product Parts Locations

#### **Product Parts - Back**



- 1 Maintenance box cover
- 2 Rear cover (duplexer)
- 3 AC inlet
- 4 LAN port
- 5 USB port

Parent topic: Product Parts Locations

# **Using Power Saving Settings**

Your product enters sleep mode automatically and turns off the LCD screen if it is not used for a period of time. You can make the time period shorter and select other options to save energy and resources.

Changing the Sleep Timer Settings

Changing the Power Off Timer Settings

Parent topic: Product Basics

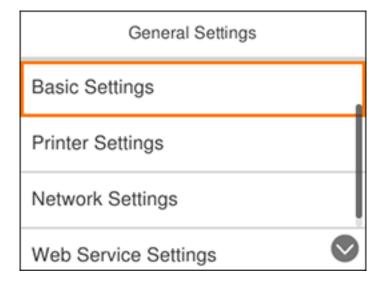
### **Changing the Sleep Timer Settings**

You can adjust the time period before your product enters sleep mode and turns off the LCD screen.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.

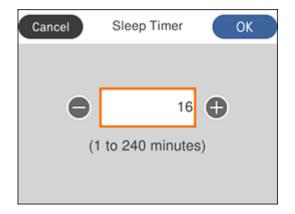
#### 3. Select General Settings.

You see a screen like this:



- 4. Select Basic Settings.
- 5. Select Sleep Timer.

You see a screen like this:



- 6. Do one of the following:
  - Press the + or button to increase or decrease the number of minutes.
  - Press the **OK** button to display the on-screen keypad, select the number of minutes, and select **OK**.
- 7. Select OK.

Parent topic: Using Power Saving Settings

# **Changing the Power Off Timer Settings**

You can have the product turn off automatically if it is not used for a specified period of time.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.
- 3. Select General Settings.

You see a screen like this:

General Settings	
Basic Settings	
Printer Settings	
Network Settings	
Web Service Settings	$\bigcirc$

4. Select Basic Settings.

5. Select **Power Off Timer**, then select a time period between **30minutes** and **12h** (12 hours). **Parent topic:** Using Power Saving Settings

# **Epson Connect Solutions for Smartphones, Tablets, and More**

Use your smartphone, tablet, or computer to print and scan documents, photos, emails, and web pages from your home, office, or even across the globe.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

Print from anywhere with these Epson Connect solutions:

- Epson Email Print
- Epson iPrint Mobile App
- Epson Remote Print

Scan and send a file as an email or upload it to an online service directly from your Epson product with Epson Scan to Cloud or the Epson iPrint Mobile App.

Setting Up Epson Connect Services Using Epson Email Print Using the Epson iPrint Mobile App Using Epson Remote Print

Using Epson Scan to Cloud

#### Parent topic: Product Basics

#### **Related tasks**

Using AirPrint Using Google Cloud Print Android Printing Using the Epson Print Enabler Using Fire OS Printing Using Windows 10 Mobile Printing Using Epson Print and Scan App with Windows Tablets

# **Setting Up Epson Connect Services**

If you did not activate your product's email address for use with Epson Connect when you set up your product, you can activate it using the product control panel.

1. Press the  $\widehat{m}$  home button, if necessary.

- 2. Select **Settings**.
- 3. Select General Settings.

General Settings	
Basic Settings	
Printer Settings	
Network Settings	
Web Service Settings	$\bigcirc$

- 4. Select Web Service Settings.
- 5. Select Epson Connect Services

Epson Connect
Registration Unregistered
Register

- 6. Select Register.
- 7. Follow the instructions on the screen to activate your product's email address.

Parent topic: Epson Connect Solutions for Smartphones, Tablets, and More

#### **Related topics**

Wi-Fi or Wired Networking

### **Using Epson Email Print**

With Epson Email Print, you can print from any device that can send email, such as your smartphone, tablet, or laptop. Just activate your product's unique email address. When you want to print, attach a PDF, Microsoft Office document, or photo to an email and send it to your product. Both the email and the attachments will print automatically.

- 1. Connect your product to your network. See the link below.
- 2. If you did not already set up Email Print when you installed your product software, see the link below to use your product control panel to activate your unique email address. Or visit epsonconnect.com to learn more about Email Print, create your Epson Connect account, and register your product to the Epson Connect service.
- 3. Now you are ready to send and print emails to your product's Email Print address.

**Note:** Go to <u>epsonconnect.com</u> and log into your Epson Connect account to personalize your product's email, adjust print settings, and set up other Epson Connect services.

Parent topic: Epson Connect Solutions for Smartphones, Tablets, and More

**Related topics** 

Wi-Fi or Wired Networking

# Using the Epson iPrint Mobile App

Use this free Apple and Android app to print and scan with networked Epson products. Epson iPrint lets you print PDFs, Microsoft Office documents, photos, and web pages over a wireless network. You can scan and save a file on your device, send it as an email, or upload it to an online service such as Box, Dropbox, Evernote, or Google Drive.

- 1. Connect your product to your wireless network. See the link below.
- 2. Visit epson.com.jm/connect to learn more about Epson iPrint and check the compatibility of your mobile device.
- 3. Download Epson iPrint from the Apple App Store or Google Play.
- 4. Connect your mobile device to the same wireless network as your product.
- 5. Open Epson iPrint and select your Epson product.

Now you are ready to print or scan with your mobile device and your Epson product.

Parent topic: Epson Connect Solutions for Smartphones, Tablets, and More

#### **Related topics**

Wi-Fi or Wired Networking

# **Using Epson Remote Print**

With Epson Remote Print software, you can print from your laptop or desktop computer to an Epson Email-enabled product anywhere in the world.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. If you did not already set up an Epson Connect account when you installed your product software, visit epsonconnect.com to create your account and register your product to the Epson Connect service.

Note: Make a note of your product's email address.

- 3. Visit epsonconnect.com to learn more about Remote Print and how to download the Remote Print Driver software.
- 4. Download and install the Remote Print software.
- 5. Enter the email address and optional access key of your Epson product during Remote Print setup.
- 6. Now you are ready to print remotely. Select the print command in your laptop or desktop computer application and choose the Remote Print option for your Epson product.

Parent topic: Epson Connect Solutions for Smartphones, Tablets, and More

#### **Related topics**

Wi-Fi or Wired Networking

### **Using Epson Scan to Cloud**

The Epson Scan to Cloud service allows you to scan and send a file as an email or upload it to an online service directly from your Epson product. Register an email address or online services such as Box, DropBox, Evernote, or Google Drive with your Epson Connect account.

- 1. Connect your Epson product to your network. See the link below.
- 2. If you did not already set up an Epson Connect account when you installed your product software, visit epsonconnect.com to create your account and register your product to the Epson Connect service.

Note: Make a note of your product's email address and password.

- 3. Visit epsonconnect.com to sign into your account with the email address and password you selected.
- 4. Select your product, select **Scan to Cloud**, and select **Destination List**.
- 5. Click **Add**, then follow the instructions on the screen to create your destination list.
- 6. Now you are ready to use Scan to Cloud. Select the setting for scanning to Scan to Cloud on your Epson product control panel.

Parent topic: Epson Connect Solutions for Smartphones, Tablets, and More

#### **Related topics**

Wi-Fi or Wired Networking

# **Using AirPrint**

AirPrint enables instant wireless printing from iPhone, iPad, and iPod touch with the latest version of iOS, and Mac with the latest version of OS X or macOS.



**Note:** If you disabled paper configuration messages on your product control panel, you cannot use AirPrint. See the link below to enable the messages, if necessary.

- 1. Load paper in your product.
- 2. Set up your product for wireless printing. See the link below.
- 3. Connect your Apple device to the same wireless network that your product is using.
- 4. Print from your device to your product.

Note: For details, see the AirPrint page on the Apple website.

Parent topic: Product Basics Related topics Wi-Fi or Wired Networking

# **Using Google Cloud Print**

With a Google Account, you can print from your Apple or Android device to your Epson product. You can also print from Chromebooks and the Google Chrome browser without drivers or cables.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. Note your product's IP address by checking your network status. See the link below.
- 3. Connect your computer or your Apple or Android device to the same wireless network as your Epson product.
- 4. Enter your product's IP address into the address bar of a web browser.

5. Select the **Google Cloud Print Services** option.

**Note:** If you don't see the **Google Cloud Print Services** option, turn your product off and back on. If the option still doesn't appear, select the **Firmware Update** option and follow the on-screen instructions to update your product.

- 6. Click Register.
- 7. Select the checkbox to agree to the Usage Advisory and click Next.
- 8. Click **OK** to launch the sign-in page.

A separate browser window opens.

- 9. Enter your Google Account username and password and click **Sign in**, or, if you don't have an account, click **Sign up for a new Google Account** and follow the on-screen instructions.
- 10. Click Finish printer registration to complete setup and print a test page.

Your product is now linked to your Google Account and can be accessed from any Chromebook, computer, Apple or Android device with Internet access. For more information on using Google Cloud Print and for a list of supported apps, visit the Google Cloud Print site.

Parent topic: Product Basics

#### **Related topics**

Wi-Fi or Wired Networking

### Android Printing Using the Epson Print Enabler

You can wirelessly print your documents, emails, photos, and web pages right from your Android phone or tablet (Android v4.4 or later). With a few taps, your Android device will discover your nearby Epson product and print.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. On your Android device, download the Epson Print Enabler plug-in from Google Play.
- 3. Go to **Settings** on your Android device, select **Printing**, and enable the Epson plug-in.
- 4. Connect your Android device to the same wireless network as your product.
- 5. Now you are ready to print. From an Android application such as Chrome or Gmail, tap the menu icon and print whatever is on the screen.

Note: If you do not see your product, tap All Printers and select your product.

Parent topic: Product Basics

Related topics Wi-Fi or Wired Networking

# **Using Fire OS Printing**

You can wirelessly print from Amazon Fire tablets and phones to your nearby networked Epson product. There is no software to download, no drivers to install, and no cables to connect. With just a few taps in Email, Calendar, Contacts, and WPS Office, you can send whatever is on the screen to an Epson product.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. Connect your Amazon device to the same wireless network as your product.
- 3. Now you are ready to print. From your Amazon application, tap the print option and select your product to print whatever is on the screen.

**Note:** If you see a message telling you that a plug-in is required, tap **OK** and tap **Download**. If your Amazon Fire product uses Fire OS 5 and above, your device automatically uses the built-in Mopria Print Service app to print.

Visit epson.com.jm/connect to learn more about Fire OS Printing (one of many Epson Connect Partner Solutions) and check the compatibility of your mobile device.

#### Parent topic: Product Basics

#### **Related topics**

Wi-Fi or Wired Networking

# **Using Windows 10 Mobile Printing**

You can wirelessly print from Windows 10 Mobile tablets and phones to your nearby networked Epson product. There is no software to download, no drivers to install, and no cables to connect. Look for the print option in your Windows 10 application to send whatever is on the screen to an Epson product.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. Connect your Windows 10 Mobile device to the same wireless network as your product.
- 3. Now you are ready to print. From your Windows 10 application, tap the print option and select your product to print whatever is on the screen.

Visit epson.com.jm/connect to learn more about Windows 10 Mobile Printing (one of many Epson Connect Partner Solutions) and check the compatibility of your mobile device.

Parent topic: Product Basics Related topics Wi-Fi or Wired Networking

# **Using Epson Print and Scan App with Windows Tablets**

You can use this free app to print photos and scan from your Windows (Windows 8 or higher) Surface RT or Pro tablet with networked Epson products. Epson Print and Scan App allows you to scan and capture images right to your tablet or to Microsoft OneDrive.

Note: The Epson Print and Scan App does not support Windows 10 Mobile printing.

- 1. Connect your Epson product to your wireless network. See the link below.
- 2. Download Epson Print and Scan App from the Microsoft Windows Store.
- 3. Connect your Windows tablet to the same wireless network as your product.
- 4. Open Epson Print and Scan App and select your Epson product. Now you are ready to print photos or scan.

Visit epson.com.jm/connect to learn more about Epson Print and Scan App.

Parent topic: Product Basics

#### **Related topics**

Wi-Fi or Wired Networking

# **Wi-Fi or Wired Networking**

See these sections to use your product on a Wi-Fi or wired network.

Network Security Recommendations Wi-Fi Infrastructure Mode Setup Wi-Fi Direct Mode Setup Wi-Fi Protected Setup (WPS) Printing a Network Status Sheet Changing or Updating Network Connections

# **Network Security Recommendations**

To help deter unauthorized access to your product over a network, you should protect your network environment using appropriate security measures.

Security measures such as these can help deter threats such as loss of user data, use of telephone and fax lines, and other intrusions:

#### · Enable security on your wireless LAN

Enable the appropriate security on the wireless LAN you plan to use with your product. Network security such as a network password can deter interception of traffic over the wireless LAN. Your router may already have a default password enabled by your Internet service provider (ISP). See your ISP and router documentation for instructions on how to change the default password and better secure your network.

#### Connect your product only to a network protected by a firewall

Connecting your product directly to the Internet may leave it vulnerable to security threats. Instead, connect it to a router or other network connection protected by a firewall. Your router may already have a firewall set up by your Internet service provider; check with your ISP for confirmation. For best results, set up and use a private IP address for your network connection.

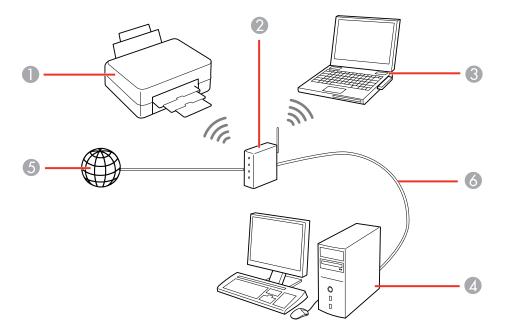
#### · Change the default administrator password on your product

If your product has an option to set an administrator password, change the default administrator password to deter access by unauthorized users to personal data stored on your product, such as IDs, passwords, and contact lists.

#### Parent topic: Wi-Fi or Wired Networking

# Wi-Fi Infrastructure Mode Setup

You can set up your product to communicate with your computer using a wireless router or access point. The wireless router or access point can be connected to your computer over a wireless or wired network.



- 1 Epson product
- 2 Wireless router or access point
- 3 Computer with a wireless interface
- 4 Computer
- 5 Internet
- 6 Ethernet cable (used only for wired connection to the wireless router or access point)

Selecting Wireless Network Settings from the Control Panel

Parent topic: Wi-Fi or Wired Networking

## **Selecting Wireless Network Settings from the Control Panel**

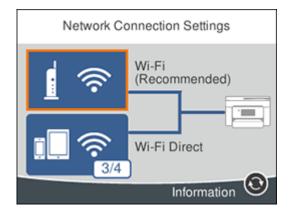
You can select or change wireless network settings using your product control panel.

To install your product on a wireless network, follow the instructions on the *Start Here* sheet and install the necessary software by downloading it from the Epson website. The installer program guides you through network setup.

**Note:** Breakdown or repair of this product may cause loss of network data and settings. Epson is not responsible for backing up or recovering data and settings during or after the warranty period. We recommend that you make your own backup or print out your network data and settings.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select the Derived icon and press the **OK** button.

You see a screen like this:



- 3. Select Wi-Fi (Recommended).
- 4. Select Start Setup or Change Settings.
- 5. Select Wi-Fi Setup Wizard.

6. Select the name of your wireless network and press the **OK** button, or press the **+** button and select **Enter Manually** to enter the name manually. Use the displayed keypad to enter your network name, then press the **OK** button.



**Note:** The network name and password are case sensitive. Be sure to correctly enter uppercase and lowercase letters, and numeric or special characters.

- To move the cursor, select the left or right arrows.
- To change the case of letters, select



- To delete the previous character, select
- To enter numbers and symbols, select AB1#.
- To enter a space, select
- 7. Press the **OK** button to enter your password using the on-screen keypad and select **OK**.
- 8. Confirm the displayed network settings and select Start Setup to save them.
- 9. If you want to print a network setup report, select **Print Check Report**. (Otherwise, select **OK**.)
- 10. Press the  $\widehat{m}$  home button to exit.

You see the *consection* icon on the LCD screen and should be able to connect to your product directly from your computer or device, and then print. If you are printing from a computer, make sure you installed the network software as described on the *Start Here* sheet.

**Note:** If you don't see the *r* icon, you may have selected the wrong network name or entered the password incorrectly. Repeat these steps to try again.

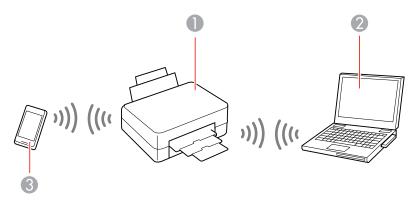
Parent topic: Wi-Fi Infrastructure Mode Setup

### **Related tasks**

Printing a Network Status Sheet

## Wi-Fi Direct Mode Setup

You can set up your product to communicate directly with your computer or another device without requiring a wireless router or access point. In Wi-Fi Direct Mode, the product itself acts as a network access point for up to 4 devices.



- 1 Epson product
- 2 Computer with a wireless interface
- 3 Other wireless device

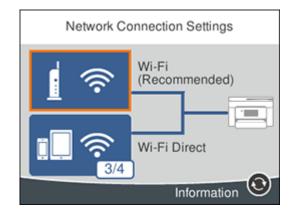
### Enabling Wi-Fi Direct Mode

Parent topic: Wi-Fi or Wired Networking

## **Enabling Wi-Fi Direct Mode**

You can enable Wi-Fi Direct mode to allow direct communication between your product and computer or other devices without a wireless router or access point.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- Select the IP IP icon and press the OK button.
   You see a screen like this:



- 3. Select Wi-Fi Direct.
- 4. Scroll down and select Start Setup.
- 5. Select **Start Setup** again.

You see a screen like this:



- 6. Use your computer or wireless device to select the Wi-Fi network name (SSID) displayed on the LCD screen, then enter the password shown.
- 7. Press the  $\widehat{m}$  home button to exit.

You see the icon on the LCD screen and should be able to connect to your product directly from your computer or device, and then print. If you are printing from a computer, make sure you installed the network software as described on the *Start Here* sheet.

**Note:** If you don't see the icon on the LCD screen, you may have selected the wrong network name or entered the password incorrectly. Repeat these steps to try again.

Parent topic: Wi-Fi Direct Mode Setup

## Wi-Fi Protected Setup (WPS)

If your network uses a WPS-enabled wireless router or access point, you can quickly connect your product to the network using Wi-Fi Protected Setup (WPS).

**Note:** To check if your router is WPS-enabled, look for a button labeled **WPS** on your router or access point. If there is no hardware button, there may be a virtual WPS button in the software for the device. Check your network product documentation for details.

Using WPS to Connect to a Network

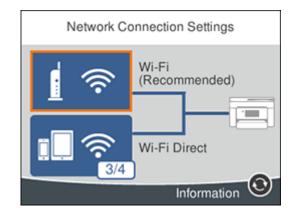
Parent topic: Wi-Fi or Wired Networking

## Using WPS to Connect to a Network

If you have a WPS-enabled wireless router or access point, you can use Wi-Fi Protected Setup (WPS) to connect your product to the network.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select the 💭 🕼 icon and press the **OK** button.

You see a screen like this:



- 3. Select Wi-Fi (Recommended).
- 4. Select Start Setup or Change Settings.
- 5. Select Push Button Setup (WPS).
- 6. Follow the instructions on the LCD screen to complete WPS setup.
- 7. Press the  $\widehat{m}$  home button to exit.

You see the *constant and should be able to connect to your product directly from your computer or device, and then print. If you are printing from a computer, make sure you installed the network software as described on the Start Here sheet.* 

Note: If you don't see the 🕅 icon, repeat these steps to try again.

Parent topic: Wi-Fi Protected Setup (WPS)

## **Printing a Network Status Sheet**

You can print a network status sheet to help you determine the causes of any problems you may have using your product on a network.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings.
- 3. Select General Settings.

You see a screen like this:

General Settings	
Basic Settings	
Printer Settings	
Network Settings	
Web Service Settings	$\bigcirc$

- 4. Select Network Settings.
- 5. Select Network Status.
- 6. Select Print Status Sheet.
- 7. Select Print.

Examine the settings shown on the network status sheet to diagnose any problems you have.

Parent topic: Wi-Fi or Wired Networking

#### **Related tasks**

Accessing the Web Config Utility

## **Changing or Updating Network Connections**

See these sections to change or update how your product connects to a network.

Accessing the Web Config Utility

Changing a USB Connection to a Wi-Fi Connection

Changing a Wi-Fi Connection to a Wired Network Connection

Connecting to a New Wi-Fi Router

#### **Disabling Wi-Fi Features**

Parent topic: Wi-Fi or Wired Networking

**Related tasks** 

Selecting Wireless Network Settings from the Control Panel

## Accessing the Web Config Utility

You can select your product's network settings and confirm its operating status using a web browser. You do this by accessing your product's built-in Web Config utility from a computer or other device that is connected to the same network as your product.

- 1. Check your network status.
- 2. Note your product's IP address.
- 3. On a computer or other device connected to the same network as your product, open a web browser.
- 4. Enter your product's IP address into the address bar.

You see the available Web Config utility options.

Parent topic: Changing or Updating Network Connections

### **Related tasks**

Printing a Network Status Sheet

## **Changing a USB Connection to a Wi-Fi Connection**

If you have already connected your product to your computer using a USB connection, you can change to a Wi-Fi connection.

- 1. Disconnect the USB cable from your product.
- 2. Uninstall your product software.
- 3. Download and install your product software from the Epson website using the instructions on the *Start Here* sheet.

Parent topic: Changing or Updating Network Connections

## Changing a Wi-Fi Connection to a Wired Network Connection

If you have already connected your product to your computer wirelessly, you can change to a wired network connection if necessary.

1. Disable your product's Wi-Fi features.

- 2. Connect one end of an Ethernet network cable to the product's LAN port.
- 3. Connect the other end to any available LAN port on your router or access point.
- 4. Uninstall your product software.
- 5. Download and install your product software from the Epson website.
- 6. Follow the on-screen instructions to install the software.
- 7. When you see the Select Your Connection screen, select **Wired network connection**.
- 8. If you see a Select Setup Option screen, select Set up printer for the first time.
- 9. Continue following the rest of the on-screen instructions.

Parent topic: Changing or Updating Network Connections

#### **Related tasks**

Disabling Wi-Fi Features

## **Connecting to a New Wi-Fi Router**

If you change the wireless router you have been using on your network, you need to update your product's Wi-Fi connection to the new router.

**Note:** If you switch to a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. See your router documentation for instructions.

- 1. Do one of the following:
  - Windows: Uninstall your product software.
  - Mac: Go to the next step.
- 2. Download and install your product software from the Epson website using the instructions on the *Start Here* sheet.

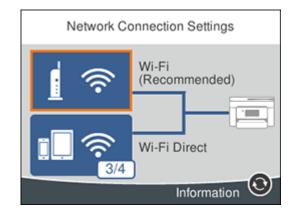
Parent topic: Changing or Updating Network Connections

### **Disabling Wi-Fi Features**

You may need to disable your product's Wi-Fi features if you change your network connection type or need to solve a problem with your network connection.

**Note:** Before disabling Wi-Fi features, make a note of your product's SSID (network name) and password, and any network settings selected for the Epson Connect services you may use.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- Select the IP IP icon and press the OK button. You see a screen like this:



- 3. Select Wi-Fi (Recommended).
- 4. Select Change Settings.
- 5. Select Others.
- 6. Select **Disable Wi-Fi**.
- 7. Select Start Setup to disable Wi-Fi.

Parent topic: Changing or Updating Network Connections

# **Loading Paper**

Before you print, load paper for the type of printing you will do.

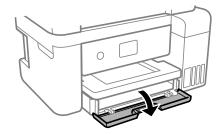
Loading Paper in the Cassette Paper Loading Capacity Double-sided Printing Capacity Available Epson Papers Borderless Paper Type Compatibility Paper or Media Type Settings - Printing Software Selecting the Paper Settings - Control Panel Selecting the Default Paper Source Settings

## Loading Paper in the Cassette

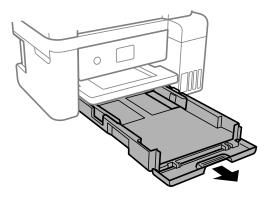
You can load paper up to this size in the paper cassette: Legal (8.5 × 14 inches [216 × 356 mm]).

Note: Before loading paper, make sure your product is not currently printing, scanning, or copying.

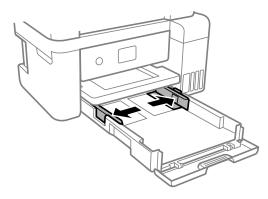
1. Open the front cover.



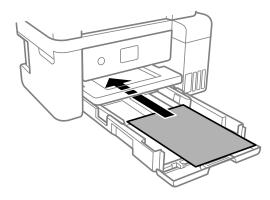
2. Pull out the paper cassette until it stops.



3. Slide the edge guides outward.

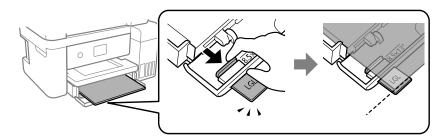


- 4. Do one of the following:
  - Insert paper into the cassette with the glossy or printable side facedown and slide it in until it stops.

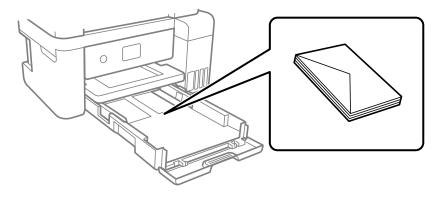


**Note:** Make sure the paper is loaded against the rear of the cassette.

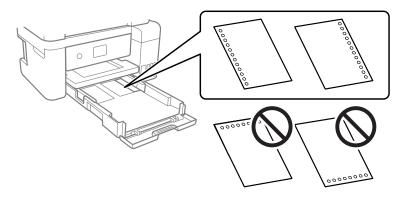
• For legal-size paper, extend the legal paper guide and load paper using the guide line as shown.



• Insert up to 10 envelopes with the printable side facedown and flap edge left, as shown.

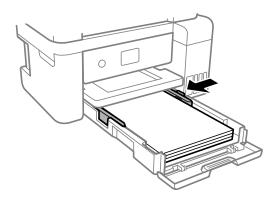


• Load a sheet of loose-leaf or other paper with holes as shown.



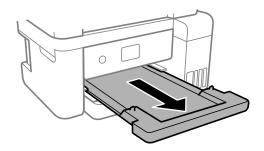
**Note:** Do not select automatic 2-sided printing for this type of paper and do not print over the holes.

5. Slide the edge guides against the paper, but not too tightly.



Note: Make sure the paper fits under the tabs on the edge guides.

- 6. Slide the cassette back into the product until it stops.
- 7. Select the size and type of the paper you loaded on the product LCD screen and select **OK**.
- 8. Extend the output tray.



**Note:** Do not remove or insert the paper cassette during printing.

Always follow these paper loading guidelines:

- · Load only the recommended number of sheets.
- Load paper short edge first and printable side facedown.
- Make sure the paper is under the tabs on the edge guides and not sticking out from the rear end of the cassette.
- If you have trouble loading a stack of envelopes, press each envelope flat before loading it or load one envelope at a time.
- If print quality declines when printing multiple envelopes, try loading one envelope at a time.
- · Load letterhead or pre-printed paper top edge first.
- Check the paper package for any additional loading instructions.

Parent topic: Loading Paper

### **Related references**

Paper Loading Capacity

## **Paper Loading Capacity**

See the table here for the loading capacity of the paper cassettes.

Paper type	Loading capacity
Plain paper	Letter (8.5 × 11 inches [216 × 279 mm]) or A4
Copy paper	(8.3 × 11.7 inches [210 × 297 mm]) size or smaller: 150 sheets
	Legal (8.5 × 14 inches [216 × 356 mm]) size: 1 sheet
Epson Bright White Paper	120 sheets
Epson Presentation Paper Matte	100 sheets
Epson High Quality Ink Jet Paper	
Epson Premium Presentation Paper Matte	20 sheets
Epson Photo Paper Glossy	If paper feeds incorrectly, or printing is uneven or
Epson Premium Photo Paper Glossy	smeared, load 1 sheet at a time.
Epson Ultra Premium Photo Paper Glossy	
Epson Premium Photo Paper Semi-gloss	

Paper type	Loading capacity
Epson Premium Presentation Paper Matte Double-sided	1 sheet
Envelopes	10 envelopes

Parent topic: Loading Paper

## **Double-sided Printing Capacity**

You can print double-sided using Auto or Manual mode on the paper types and sizes listed here.

Paper type	Size	Double-sided printing capacity	
			Manual
Plain paper	Letter (8.5 × 11 inches	120 sheets	30 sheets
Copier paper	[216 × 279 mm]) or A4 (8.3 × 11.7 inches [210 × 297 mm]) or smaller		
Legal (8.5 × 14 inches [216 × 356 mm])		—	1 sheet
Epson Bright White Paper	Letter (8.5 × 11 inches [216 × 279 mm])	120 sheets	30 sheets
Epson Premium Presentation Paper Matte Double-sided	Letter (8.5 × 11 inches [216 × 279 mm])	_	1 sheet

You cannot print double-sided on the following paper types:

- Epson High Quality Ink Jet Paper
- Epson Presentation Paper Matte
- Epson Photo Paper Glossy
- Epson Premium Photo Paper Glossy
- Epson Premium Photo Paper Semi-gloss
- Epson Ultra Premium Photo Paper Glossy
- Epson Premium Presentation Paper Matte

Envelopes

Parent topic: Loading Paper

## Available Epson Papers

You can purchase genuine Epson ink, maintenance boxes, and paper from an Epson authorized reseller. To find the nearest reseller, visit epson.com.jm or call your nearest Epson sales office.

Note: Paper/media availability varies by country.

Paper Type	Size	Part number	Sheet count
Epson Bright White Paper	Letter (8.5 × 11 inches [216 × 279 mm])	S041586	500
Epson High Quality Ink Jet Paper	Letter (8.5 × 11 inches [216 × 279 mm])	S041111	100
Epson Presentation Paper Matte	Letter (8.5 × 11 inches [216 × 279 mm])	S041062	100
	Legal (8.5 × 14 inches [216 × 356 mm])	S041067	100
Epson Premium Presentation Paper Matte	8 × 10 inches (203 × 254 mm)	S041467	50
	Letter (8.5 × 11 inches [216 × 279 mm])	S041257	50
		S042180	100
Epson Premium Presentation Paper Matte Double-sided	Letter (8.5 × 11 inches [216 × 279 mm])	S041586	50
Epson Photo Paper Glossy	4 × 6 inches (102 × 152 mm)	S041809	50
		S042038	100
	Letter (8.5 × 11 inches [216 × 279 mm])	S041141	20
		S041649	50
		S041271	100

Paper Type	Size	Part number	Sheet count
Epson Premium Photo Paper	4 × 6 inches (102 × 152 mm)	S041808	40
Glossy		S041727	100
	16:9 wide (4 × 7.1 inches [102 × 181 mm])	S042109	20
	5 × 7 inches (127 × 178 mm)	S041464	20
	8 × 10 inches (203 × 254 mm)	S041465	20
	Letter (8.5 × 11 inches	S042183	25
	[216 × 279 mm])	S041667	50
Epson Ultra Premium Photo Paper	4 × 6 inches (102 × 152 mm)	S042181	60
Glossy		S042174	100
	5 × 7 inches (127 × 178 mm)	S041945	20
	8 × 10 inches (203 × 254 mm)	S041946	20
	Letter (8.5 × 11 inches	S042182	25
	[216 × 279 mm])	S042175	50
Epson Premium Photo Paper	4 × 6 inches (102 × 152 mm)	S041982	40
Semi-gloss	Letter (8.5 × 11 inches [216 × 279 mm])	S041331	20

### Parent topic: Loading Paper

## **Borderless Paper Type Compatibility**

You can print borderless photos on compatible paper types in compatible sizes:

### **Borderless Paper Types**

- Epson Bright White Paper
- Epson Photo Paper Glossy
- Epson Premium Photo Paper Glossy
- Epson Ultra Premium Photo Paper Glossy
- Epson Premium Photo Paper Semi-gloss

- Epson Premium Presentation Paper Matte
- Epson Premium Presentation Paper Matte Double-sided

#### **Borderless Paper Sizes**

- 4 × 6 inches (102 × 152 mm)
- 5 × 7 inches (127 × 178 mm)
- 16:9 wide (4 × 7.1 inches [102 × 181 mm])
- A4 (8.3 × 11.7 inches [210 × 297 mm])
- Letter (8.5 × 11 inches [216 × 279 mm])

Parent topic: Loading Paper

## Paper or Media Type Settings - Printing Software

For this paper	Select this paper Type or Media Type setting
Plain paper	Plain Paper / Bright White Paper
Epson Bright White Paper	
Envelopes	Envelope
Epson Ultra Premium Photo Paper Glossy	Ultra Premium Photo Paper Glossy
Epson Premium Photo Paper Glossy	Premium Photo Paper Glossy
Epson Photo Paper Glossy	Photo Paper Glossy
Epson Premium Photo Paper Semi-gloss	Premium Photo Paper Semi-Gloss
Epson Presentation Paper Matte	Premium Presentation Paper Matte
Epson Premium Presentation Paper Matte	
Epson High Quality Ink Jet Paper	
Epson Premium Presentation Paper Matte Double- sided	

**Note:** The settings listed here are available only when printing from your computer; they do not apply to your product's control panel settings.

Parent topic: Loading Paper

## **Selecting the Paper Settings - Control Panel**

You can change the default paper size and paper type for each source using the control panel on the product.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- Select Settings > General Settings > Printer Settings > Paper Source Settings > Paper Setting. You see a screen like this:

Cassette	
Select the size and type of the loaded paper.	
Paper Size	
Letter (8 1/2 x 11 in)	
Paper Type	
Plain Paper	
Favorite Paper Settings	

- 3. Select Paper Size.
- 4. Select the paper size you loaded.
- 5. Select Paper Type.
- 6. Select the paper type you loaded.
- 7. Select **Favorite Paper Settings** to choose from a list of commonly used paper settings.
- 8. Select the  $\widehat{m}$  home button to exit.

Paper Type Settings - Control Panel

Parent topic: Loading Paper

## **Paper Type Settings - Control Panel**

Select a Paper Type setting that matches the paper you loaded.

Paper type loaded	Paper Type setting
Plain paper	Plain Paper
Epson Bright White Paper	
Envelopes	Envelope
Epson Ultra Premium Photo Paper Glossy	Ultra Glossy
Epson Premium Photo Paper Glossy	Prem. Glossy
Epson Photo Paper Glossy	Glossy
Epson Premium Photo Paper Semi-gloss	Prem. Semi-Gloss
Epson Presentation Paper Matte	Prem. Matte
Epson Premium Presentation Paper Matte	
Epson High Quality Ink Jet Paper	
Epson Premium Presentation Paper Matte Double- sided	

Parent topic: Selecting the Paper Settings - Control Panel

## Selecting the Default Paper Source Settings

You can change default paper source settings using the control panel on the product.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Select Settings > General Settings > Printer Settings.

You see a screen like this:

Printer Settings	
Paper Source Settings	
Universal Print Settings	
Auto Error Solver	
Quiet Mode	⊗

- 3. Select one of these Auto Error Solver options:
  - Turn on this setting to display a warning and print single-sided when a 2-sided printing error occurs, or to print only what the printer could process when a memory full error occurs.
  - Turn off this setting to display an error message and stop printing if an error occurs.
- 4. Select the Paper Source Settings options you want to use.
- 5. When you are finished, press the  $\widehat{m}$  home button to exit.

Paper Source Settings Options

Parent topic: Loading Paper

## **Paper Source Settings Options**

Select the paper source options you want to use for your print jobs.

Paper Source Settings option	Available settings	Description	
Paper Setting	Various	Select the paper size and type for each paper source	
A4/Letter Auto	On	Select <b>On</b> to switch the selected paper size to match the	
Switching	Off	loaded paper (Letter or A4) if the wrong size is selected	
Error Notice	Paper Size Notice	Select <b>On</b> for either of these settings to display an error	
	Paper Type Notice	message when the selected paper type or size does not match the loaded paper	

Paper Source Settings option	Available settings	Description
Paper Setup	On	Select <b>On</b> to automatically display a menu that lets you
Auto Display	Off	select the paper size and type when you load paper in the product.
		<b>Note:</b> If this setting is disabled, you cannot print using AirPrint.

Parent topic: Selecting the Default Paper Source Settings

# **Placing Originals on the Product**

Follow the instructions here to place your original documents or photos on the product.

**Caution:** Do not place anything on top of your product or use its cover as a writing surface to avoid damaging it.

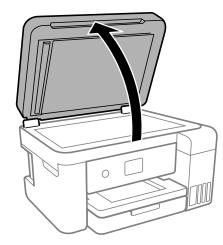
Placing Originals on the Scanner Glass Placing Originals in the Automatic Document Feeder ADF Original Document Specifications

## **Placing Originals on the Scanner Glass**

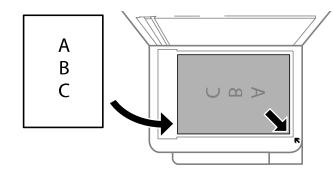
You can place originals up to this size on the scanner glass: Letter  $(8.5 \times 11 \text{ inches } [216 \times 279 \text{ mm}])$  or A4  $(8.3 \times 11.7 \text{ inches } [210 \times 297 \text{ mm}])$ .

**Note:** When originals are placed in the ADF and on the scanner glass, priority is given to the originals in the ADF.

1. Open the document cover.



2. Place your original facedown on the scanner glass with the top facing into the corner. Slide the original to the edges of the indicated corner.



**Note:** The edges of your original may be cropped by 0.06 inch (1.5 mm) from the edge of the scanner glass. Manually position your original away from the edges to prevent cropping.

3. Close the document cover gently to keep your original in place.

**Caution:** Do not push down on the document cover or scanner glass or you may damage the product.

Parent topic: Placing Originals on the Product

Related topics Copying Scanning

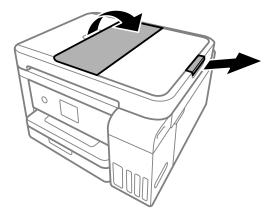
## **Placing Originals in the Automatic Document Feeder**

You can place single- or multi-page original documents in the Automatic Document Feeder (ADF). Make sure the originals meet the Automatic Document Feeder specifications before loading them.

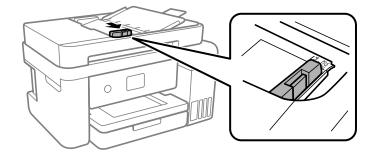
**Caution:** Make sure your originals are not creased or folded, and do not contain holes, staples, tape, or other materials that could obstruct the feeder.

**Caution:** Do not place photographs or valuable artwork in the ADF. Place fragile or valuable originals on the scanner glass to avoid wrinkling or damaging them.

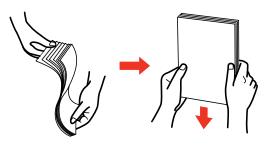
1. Open the ADF document support and slide out the ADF output tray extension.



2. Slide the ADF edge guide outward.



3. Fan your stack of originals and tap them gently on a flat surface to even the edges.



4. Insert the originals into the ADF faceup and top-edge first.



The **ADF** icon on the Copying and Scanning screens lights up.

5. Slide the ADF edge guide against the originals, but not too tightly.

Note: If you are copying two originals onto one sheet, make sure the originals are loaded as shown:

Parent topic: Placing Originals on the Product Related topics Copying Scanning

## **ADF Original Document Specifications**

You can load original documents that meet these specifications in the ADF.

Paper type	Paper size	Paper weight	Loading capacity
Plain paper	Letter (8.5 × 11 inches [216 × 279 mm])	17 to 24 lb (64 to 95 g/m²)	Approximately 30 sheets
	A4 (8.3 × 11.7 inches [210 × 297 mm])		
	Legal (8.5 × 14 inches [216 × 356 mm])		10 sheets
	8.5 × 13 inches (216 × 330 mm) size		

**Caution:** Do not load the following types of originals in the ADF, or they may be damaged or may damage the scanner. Use the scanner glass for these types of originals:

- · Photos
- Thermal paper
- Fabric or other non-paper originals
- · Originals with uneven surfaces, such as embossed documents
- Originals containing staples or paper clips
- Originals with carbon paper backing
- Originals with wet ink
- Originals that are bound
- Originals with labels, stickers, or sticky notes
- Ripped, curled, folded, deteriorated, or wrinkled originals
- Originals with holes
- Transparencies
- Carbon-less paper
- Originals that are cut in an irregular shape or with corners that are not right angles

### Parent topic: Placing Originals on the Product

# Copying

See the information here to copy documents or photos using your product.

Note: Copies may not be exactly the same size as your originals.

Copying Documents or Photos Copying Options

## **Copying Documents or Photos**

You can copy documents or photos onto various sizes and types of paper, including Epson special papers.

- 1. Place your original document or photo on the scanner glass, or place multi-page documents in the ADF.
- 2. Load the paper you want to print on.
- 3. Press the  $\widehat{m}$  home button, if necessary.
- 4. Select Copy.

You see a screen like this:



5. To print more than one copy, select **Copies** and use the + and - buttons to increase or decrease the number of copies.

- 6. Change any of the displayed settings as necessary.
- 7. Select Advanced Settings to view and change additional copy settings, if necessary.
- 8. When you are ready to copy, select the **Copy** icon.

Note: To cancel printing, select Cancel.

### Parent topic: Copying

#### **Related references**

Paper Loading Capacity Double-sided Printing Capacity Available Epson Papers

### **Related tasks**

Loading Paper in the Cassette

### **Related topics**

Placing Originals on the Product

## **Copying Options**

Select the copying options you want to use for your copies.

Note: Not all options or settings may be available, depending on other copying settings.

Copying option	Available settings	Description	
B&W		Copies the document in black and white	
Color		Copies the document in color	
2-Sided	1>1-Sided	Select to make 2-sided copies. When you select <b>1&gt;2-Side</b> also select the orientation and binding edge for your originals or copies.	
	1>2-Sided		
Density selector	Varying levels	Adjusts the lightness or darkness of copies	

Сору

### **Advanced Settings**

Copying option	Available settings	Description	
Paper Setting	Various settings	Selects the paper size and paper type	
Reduce/Enlarge	100%/Actual Size	Copies the original at its full size	
	Auto Fit Page	Automatically sizes the image to fit the paper size you selected	
	45%->195% and other conversions	Automatically converts from one size to another	
Original Size	Various sizes	Select the document size of your original	
Multi-Page	Single Page	Copies each page of the original onto an individual sheet	
	2-up	Copies two pages onto one sheet. Scroll down and select the document orientation and layout order settings as necessary.	
Quality	Standard	Adjusts the quality of your copies	
	Best		
Original	Up Direction	Specifies the orientation of your originals	
Orientation	Left Direction		
Remove Shadow	Off	Select <b>On</b> to erase the shadows that appear in the center of a document when copying a book or that appear around a document when copying thick paper	
	On		
Remove Punch	Off	Select <b>On</b> to erase the binding holes on a document	
Holes	On		
ID Card Copy	Off	Select <b>On</b> to copy both sides of an ID card onto one side or a sheet of paper	
	On		
Borderless Copy	Off	Adjusts the amount to expand the original photo when	
	On	printing borderless photos	
	Standard		
	Medium		
	Minimum		

Parent topic: Copying

# **Printing from a Computer**

Before printing from your computer, make sure you have set up your product and installed its software as described on the *Start Here* sheet.

**Note:** If you have an Internet connection, it is a good idea to check for updates to your product software on Epson's support website. If you see a Software Update screen, select **Enable automatic checking** and click **OK**. The update scans your system to see if you have the latest product software. Follow the on-screen instructions.

#### Printing with Windows

Printing with the Built-in Epson Driver - Windows 10 S Printing on a Mac Printing From a Chromebook Cancelling Printing Using the Product

## **Printing with Windows**

You can print with your product using any Windows application, as described in these sections.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

Selecting Basic Print Settings - Windows Selecting Double-sided Printing Settings - Windows Selecting Additional Layout and Print Options - Windows Selecting a Printing Preset - Windows Selecting Extended Settings - Windows Printing Your Document or Photo - Windows Locking Printer Settings - Windows Selecting Default Print Settings - Windows Changing Automatic Update Options **Parent topic:** Printing from a Computer

## **Selecting Basic Print Settings - Windows**

Select the basic settings for the document or photo you want to print.

- 1. Open a photo or document for printing.
- 2. Select the print command in your application.

**Note:** You may need to select a print icon on your screen, the **Print** option in the **File** menu, or another command. See your application's help utility for details.

3. If necessary, select your product name as the printer you want to use.

Note: You may also need to select Properties or Preferences to view your print settings.

You see the Main tab of your printer settings window:

🖶 EPSON >				
Main More Options Maintenance				
Printing Presets				
Add/Remove Presets	Document Size	Letter (8.5 x 11 in) 🗸 🗸		
Document - Fast Document - Standard Quality Document - High Quality	Orientation	Borderless Settings  Portrait OLandscape		
Document - 2-Sided	Paper Type	er Type 🛛 Plain Paper / Bright White Paper 🗸 🗸		
Document - 2-Sided with 2-Up	Quality	Standard 🗸		
Document - Fast Grayscale     Document - Grayscale	Color	Color     OBlack/Grayscale		
35 Occurrent - Grayscare	2-Sided Printing	off ~		
	Multi-Page	Settings Print Density Off  V Page Order		
	Copies 1	Collate		
	Quiet Mode	Off ~		
Show Settings Print Preview Reset Defaults Ink Levels Job Arranger Lite		ite		
	ОК	Cancel Apply Help		

4. Select the size of the paper you loaded as the **Document Size** setting.

**Note:** You can also select the **User-Defined** setting to create a custom paper size, but you cannot use the **Borderless** setting and the Quality setting will be set to **Standard**.

5. If you are printing a borderless photo, select **Borderless**. You can click **Settings** to access additional options for borderless printing.

**Note:** You must select a compatible borderless paper type and size to print without borders. Check the borderless paper compatibility list for details.

6. Select the orientation of your document.

**Note:** If you are printing an envelope, select **Landscape**.

7. Select the type of paper you loaded as the **Paper Type** setting.

**Note:** The setting may not exactly match the name of your paper. Check the paper type settings list for details.

- 8. Select the **Quality** setting that matches the print quality you want to use.
- 9. Select a Color option:
  - To print a color document or photo, select the **Color** setting.
  - To print text and graphics in black or shades of gray, select the Black/Grayscale setting.
- 10. To print on both sides of the paper, select the **2-Sided Printing** setting and select the options you want.
- 11. To print multiple pages on one sheet of paper, or print one image on multiple sheets of paper, select one of the settings in the **Multi-Page** menu and select the printing options you want.
- 12. To print multiple copies and arrange their print order, select the **Copies** options.
- 13. To preview your job before printing, select **Print Preview**.
- 14. To save your print job as a project that can be modified and combined with other print jobs, select **Job Arranger Lite**.

15. To reduce noise during printing when you select **Plain Paper/Bright White Paper**, select **On** in the Quiet Mode menu.

Note: Enabling Quiet Mode may reduce printing speed.

Print Quality Options - Windows

Multi-Page Printing Options - Windows

Parent topic: Printing with Windows

#### **Related references**

Paper or Media Type Settings - Printing Software

#### **Related tasks**

Selecting Double-sided Printing Settings - Windows

### **Print Quality Options - Windows**

You can select any of the available Quality options to fine-tune the quality of your print. Some settings may be unavailable, depending on the paper type and border setting you have chosen.

### Draft

For draft printing on plain paper.

### Standard

For everyday text and image printing.

### Standard - Vivid

For text and graphics with good quality and print speed.

### High

For photos and graphics with high print quality.

### **More Settings**

Opens a window that lets you choose among levels of speed and quality.

Parent topic: Selecting Basic Print Settings - Windows

### **Multi-Page Printing Options - Windows**

You can select any of the available options in the Multi-Page menu to set up your multi-page print job.

### 2-Up and 4-Up

Prints 2 or 4 pages on one sheet of paper. Click the **Page Order** button to select page layout and border options.

### 2×1 Poster, 2×2 Poster, 3×3 Poster, 4×4 Poster

Prints one image on multiple sheets of paper to create a larger poster. Click the **Settings** button to select image layout and guideline options.

Parent topic: Selecting Basic Print Settings - Windows

# **Selecting Double-sided Printing Settings - Windows**

You can print on both sides of the paper by selecting one of the **2-Sided Printing** options on the **Main** tab.

**Note:** Some options may be pre-selected or unavailable, depending on other settings you have chosen or if you are accessing the product over a network.

2-Sided Printing	Off	~
	Settings	Print Density

- 1. Select one of the following options for **2-Sided Printing**:
  - Auto (Long-edge binding) to print your double-sided print job by automatically flipping the paper on the long edge.
  - Auto (Short-edge binding) to print your double-sided print job by automatically flipping the paper on the short edge.
  - **Manual (Long-edge binding)** to print your double-sided print job by printing one side and prompting you to flip the paper over on the long edge to print the other side (recommended for paper types that do not support automatic duplexing).
  - **Manual (Short-edge binding)** to print your double-sided print job by printing one side and prompting you to flip the paper over on the short edge to print the other side (recommended for paper types that do not support automatic duplexing).
- 2. Click the Settings button.

You see this window:

Binding Settings		
Binding Edge		
●Left Long-edge	⊖ Top Short-edge	○ Right Long-edge
Binding Margin		
Front Page	0.00 ≑ [0.00	. 1.18]
Back Page	0.00 ≑ [0.00	1.18]
Unit Omm	(1) inch	
Start Page		
From Front		
From Back		
Create Folded Booklet		
Booklet		
O Center Binding	⊖s	ide Binding
		Ē.
[	OK Car	ncel Help

- 3. Select the double-sided printing options you want to use.
- 4. Click **OK** to return to the **Main** tab.

5. Click the **Print Density** button.

You see this window:

Print Density Adjustment			
Select Document Type			
⊖ Text	raphics	⊖ Text & Photos	O User-Defined
Adjustments			
Print Density			0 (%)
	-50		0
Increase Ink Drying Time	•		0 (sec)
	0		60
		ОК	Cancel Help

- 6. Select the type of document you are printing as the Document Type setting. The software automatically sets the **Adjustments** options for that document type.
- 7. If necessary, select the Adjustments options you want to use.
- 8. Click **OK** to return to the **Main** tab.
- 9. Print a test copy of your double-sided document to test the selected settings.

10. Follow any instructions displayed on the screen during printing.

**Double-sided Printing Options - Windows** 

Print Density Adjustments - Windows

Parent topic: Printing with Windows

**Related tasks** 

Selecting Basic Print Settings - Windows

## **Double-sided Printing Options - Windows**

You can select any of the available options on the Binding Settings window to set up your double-sided print job.

### **Binding Edge Options**

Select a setting that orients double-sided print binding in the desired direction.

### **Binding Margin Options**

Select options that define a wider margin to allow for binding.

### Start Page

Selects whether printing starts on the front or back page.

### **Create Folded Booklet Options**

Select the **Booklet** checkbox and a binding option to print double-sided pages as a booklet.

Parent topic: Selecting Double-sided Printing Settings - Windows

### **Print Density Adjustments - Windows**

You can select any of the available options on the Print Density Adjustment window to adjust the print quality of your double-sided print job.

### **Print Density**

Sets the level of ink coverage for double-sided printing.

## Increase Ink Drying Time

Sets the amount of time required for drying ink after printing on one side of the paper before printing the other side in double-sided printing to prevent ink smearing.

Parent topic: Selecting Double-sided Printing Settings - Windows

# **Selecting Additional Layout and Print Options - Windows**

in More Options Maintenance			
rinting Presets	Document Size	Letter (8.5 x 11 in)	· · · · · · · · · · · · · · · · · · ·
Add/Remove Presets	Output Paper	Same as Document Si	ze v
Document - Fast	Reduce/Enlarg	e Document	
<ul> <li>Document - Standard Quality</li> <li>Document - High Quality</li> <li>Document - 2-Sided</li> </ul>	Fit to Page Center	Zoom to	0
Document - 2-Up Document - 2-Sided with 2-Up Document - Fast Grayscale	Color Correction Automatic	OCustom	Advanced
Document - Grayscale	Watermark Fe	atures	Image Options
	Additional Setting: Rotate 180' High Speed	•	
Show Settings Reset Defaults			

You can select a variety of additional layout and printing options for your document or photo on the **More Options** tab.

- 1. To change the size of your printed document or photo, select the **Reduce/Enlarge Document** checkbox and select one of these sizing options:
  - Select the Fit to Page option to size your image to fit the paper you loaded. Select the size of your document or photo as the Document Size setting, and the size of your paper as the Output Paper setting. If you want to center your image on the paper, select the Center option.
  - Select the **Zoom to** option to reduce or enlarge your document or photo by a specific percentage. Select the percentage in the % menu.
- 2. Select one of the following Color Correction options:
  - Select **Automatic** to automatically adjust the sharpness, brightness, contrast, and color saturation for your image.

- Select **Custom** and click the **Advanced** button to manually adjust the color correction settings or turn off color management in your printer software.
- Select Image Options to access additional settings for improving printed images.

Note: You can also select Color Universal Print settings.

- 3. To add the following features, click the Watermark Features button:
  - Anti-Copy Pattern: adds a watermark that only appears when your printout is copied
  - Watermark: adds a visible watermark to your printout
  - Header/Footer: adds information such as the date and time to the top or bottom of your printout

Note: Click the Settings button to customize the text and location of the header or footer.

4. Select any of the Additional Settings options to customize your print. Custom Color Correction Options - Windows Image Options and Additional Settings - Windows

Header/Footer Settings - Windows

Parent topic: Printing with Windows

### **Custom Color Correction Options - Windows**

Color Correction Color Management Color Controls O Fix Photo OICM O No Color Adjustment EPSON Vivid  $\sim$ Color Mode <Original Photo> <Preview> Color Adjustment Method O Side Bar Color Circle Reset Controls Brightness 0 Contrast 0 Saturation 0 Horizontal Vertical Density 0 0 0 4 OK Cancel Help

You can select any of the available options in the Color Correction window to customize the image colors for your print job.

## **Color Controls**

Lets you select a **Color Mode** setting, individual settings for **Brightness**, **Contrast**, **Saturation**, and **Density**, and individual color tones. Depending on the selected color mode, you can also adjust the midtone density using the **Gamma** setting.

### **Fix Photo**

Improves the color, contrast, and sharpness of flawed photos.

**Note:** Fix Photo uses a sophisticated face recognition technology to optimize photos that include faces. For this to work, both eyes and the nose must be visible in the subject's face. If your photo includes a face with an intentional color cast, such as a statue, you may want to turn off **Fix Photo** to retain the special color effects.

### ICM

Lets you manage color using installed color printing profiles.

## No Color Adjustment

Turns off color management in your printer software so you can manage color using only your application software.

### Parent topic: Selecting Additional Layout and Print Options - Windows

#### Image Options and Additional Settings - Windows

You can select any of the Image Options and Additional Settings to customize your print. Some options may be pre-selected or unavailable, depending on other settings you have chosen.

#### Image Options

#### **Emphasize Text**

Adjusts the weight of printed text to increase readability.

## **Emphasize Thin Lines**

Adjusts the weight of printed lines to increase visibility.

### Edge Smoothing

Smooths jagged edges in low-resolution images such as screen captures or images from the Web.

#### Fix Red-Eye

Reduces or removes red-eye in photos.

### **Print Text in Black**

Prints colored text in black.

### For Color Text

Prints colored text on a background pattern or underlined.

### For Color Graphs and Images

Prints colored graphics and images with overlay patterns.

### For Color Text, Graphs, and Images

Prints colored text, graphics, and images with overlay patterns.

### **Enhancement Options**

Specifies Color Universal Print enhancement settings for text, graphics, and images.

### Additional Settings Options

#### Rotate 180°

Prints the image rotated 180° from its original orientation.

## **High Speed**

Speeds up printing but may reduce print quality.

## **Mirror Image**

Flips the printed image left to right.

Parent topic: Selecting Additional Layout and Print Options - Windows

## Header/Footer Settings - Windows

You can select any of the Header/Footer Settings options to add headers or footers when you print. The items are available to print at the top or bottom of your pages, in either the left, right, or center of the page.

Note: These settings are not saved with your document.

Header/Foot	er Settings				
Top Left		Top Center		Top Right	
User Name	~	None	$\sim$	Date/Time	$\sim$
Bottom Left		Bottom Center		Bottom Right	
None	~	None	$\sim$	None	~
	Reset Defa	ults OK	(	Cancel	Help

You can select to print the following information:

- User Name
- Computer Name
- Date
- Date/Time
- Document Name
- Collate Number (copy number)

**Note:** The user name, computer name, date, and time come from the Windows Control Panel on your computer.

Parent topic: Selecting Additional Layout and Print Options - Windows

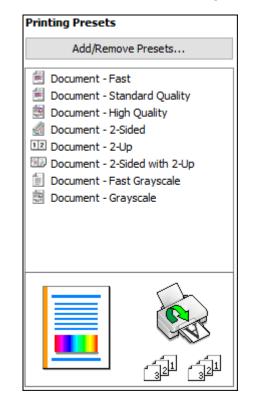
# **Selecting a Printing Preset - Windows**

For quick access to common groups of print settings, you can select a printing preset on the **Main** or **More Options** tab.

Note: You can create your own preset by clicking the Add/Remove Presets button.

1. Click the Main or More Options tab.

You see the available Printing Presets on the left:



2. Place your cursor over one of the **Printing Presets** to view its list of settings.

- 3. Click on a preset to change its settings, or use any of the available options on the screen to control your printing presets.
- 4. To choose a preset for printing, select it.
- 5. Click OK.

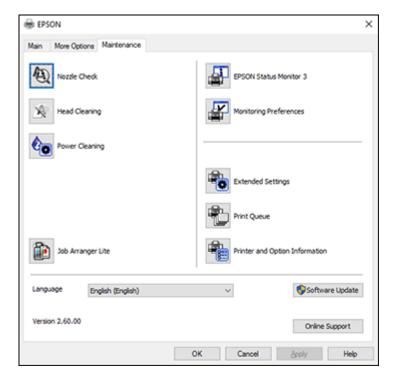
Parent topic: Printing with Windows

# **Selecting Extended Settings - Windows**

You can select additional settings that apply to all the print jobs you send to your product.

- 1. Access the Windows Desktop and right-click the sicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click si.
- 2. Select Printer Settings.
- 3. Click the **Maintenance** tab.

You see the maintenance options:



4. Click the **Extended Settings** button.

You see this window:

Offset				Settings
Front Top	-300	•	0 (0.1mm) 300	C Drable EPSON Status Monitor 3
FrontLeft			0 (0. imm)	
	-300		300	Separator Page
Back Top			0 (0.1mm)	Remove white borders
	-300		300	Aways Spool RAW Datatype
BackLeft			0 (0.1mm)	Page Rendering Mode
	-300		300	Print as Bitmap Skp-Blank Page
Print Density				Change Standard Resolution
Print Density			0 (%)	Allow Applications to Perform ICM Color Matching Always Use the Driver's Paper Source Setting
	-50		20	Output 1 page documents facedown in 2-Gided mode
				Output documents for filing
				Reset Defaults OK Cancel Help

- 5. Select any of the extended settings to customize your print.
- 6. Click **OK** to close the Extended Settings window.
- 7. Click **OK** to close the printer software window.

**Extended Settings - Windows** 

Parent topic: Printing with Windows

## **Extended Settings - Windows**

You can select from these settings on the Extended Settings window.

## **Enable EPSON Status Monitor 3**

Enables product monitoring for ink and paper supplies and other issues.

# Separator Page

Before each document, prints a separator page containing the title, user, date, and time.

## **Remove white borders**

Removes white margins that may appear when you print borderless photos.

## Always Spool RAW Datatype

Increases print speed and may solve other printing problems.

## Page Rendering Mode

Increases print speed when printing is extremely slow or the print head stops during printing.

### **Print as Bitmap**

Increases print speed when printing is extremely slow or the print head stops during printing, and other settings do not help.

### **Skip Blank Page**

Ensures that your product does not print pages that contain no text or images.

## **Change Standard Resolution**

Reduces the resolution of print data to correct printing problems.

### **Refine screening pattern**

Prints graphics with a finer screening pattern.

## Allow Applications to Perform ICM Color Matching

Allows applications to perform ICM color matching.

## Always Use the Driver's Paper Source Setting

Prints using the paper source setting in the printer driver, rather than the setting in your application.

## Output 1 page documents facedown in 2-Sided mode

Outputs single-sided pages in a 2-sided print job facedown instead of faceup.

## Output documents for filing

Outputs all landscape, portrait, 1-sided, and 2-sided documents in the same orientation for easier filing.

Parent topic: Selecting Extended Settings - Windows

# **Printing Your Document or Photo - Windows**

Once you have selected your print settings, you are ready to save your settings and print.

1. Click **OK** to save your settings.

You see your application's Print window, such as this one:

🖶 Print	×
General Options	
Select Printer FOR EPSON Fax Microsoft Print to PDF	Aicrosoft XPS Documen
Status: Ready Location: Comment:	Print to file Preferences Fing Printer
Page Range All Selection Pages: I Enter either a single page number or a single page range. For example, 5-12	Number of copies: 1
Prin	t Cancel Apply

2. Click OK or Print to start printing.

Parent topic: Printing with Windows

# **Locking Printer Settings - Windows**

Windows administrators can lock access to some printer settings to prevent unauthorized changes.

- 1. Do one of the following:
  - Windows 10: Click and select (Settings) > Devices > Printers & scanners. Select your product name and select Manage > Printer properties.
  - Windows 8.x: Navigate to the Apps screen and select Control Panel > Hardware and Sound > Devices and Printers. Right-click your product and select Printer properties.
  - Windows 7: Click <sup>(1)</sup> and select **Devices and Printers**. Right-click your product and select **Printer properties**.

- Windows Vista: Click and select Control Panel. Click Printer under Hardware and Sound, then right-click your product and select Properties.
- 2. Click the **Optional Settings** tab.

**Note:** You can prevent access to the **Optional Settings** tab by changing the user or group permissions in the **Security** tab.

3. Click Driver Settings.

You see this window:

Administrator Lock Function	Advanced Settings Anti-Copy Pattern	
Watermark	None	~
Header/Footer	Add/Delete	Settings
	Watermark	
Color	None	~
2-sided printing Multi-Page	Add/Delete	Settings
All Document Settings	Header/Footer	n Settings
	@ off	
	Color  © Color	O Grayscale
	2-sided printing	() On
	Multi-Page Off	~

- 4. Select the checkbox for each setting you want to lock. To lock all print settings, select **All Document Settings**.
- 5. Under **Advanced Settings**, select the setting option you want to use for each locked setting.
- 6. Click OK.

Locked Setting Options

Parent topic: Printing with Windows

# Locked Setting Options

Select the options you want to use for any locked print settings.

Setting	Options	Description
Anti-Copy Pattern	Various data items	Lets you select the data to use for the pattern or prohibit anti- copy patterns
	Add/Delete	Lets you add or delete a customized anti-copy pattern
	Settings	Lets you select the arrangement, size, and other settings for the custom anti-copy pattern
Watermark	Various text watermarks	Lets you select the text for the watermark or prohibit watermarks
	Add/Delete	Lets you add or delete a customized text or image-based watermark
	Settings	Lets you select the size, position, color and other watermark settings
Header/Footer	Off	Prohibits headers or footers
	On	Allows headers and footers
	Settings	Lets you select the text and position for printing headers and footers
Color	Color	Allows color printing
	Grayscale	Allows printing in black or shades of gray only
2-sided printing	Off	Allows printing on one side of the paper only
	On	Allows printing on both sides of the paper
Multi-Page	Off	Prohibits multi-page settings
	2-Up	Allows printing of 2 pages on one sheet of paper
	4-Up	Allows printing of 4 pages on one sheet of paper

Parent topic: Locking Printer Settings - Windows

# **Selecting Default Print Settings - Windows**

When you change your print settings in a program, the changes apply only while you are printing in that program session. If you want to change the print settings you use in all your Windows programs, you can select new default print settings.

- 1. Access the Windows Desktop and right-click the soliton for your product in the right side of the Windows taskbar, or click the up arrow and right-click soliton.
- 2. Select Printer Settings.

You see the printer settings window:

EPSON				х
Main More Options Maintenance				
Printing Presets				
Add/Remove Presets	Document Size	Letter (8.5 x 11 in	)	~
Document - Fast		Borderless	Settings	
Document - Standard Quality Document - High Quality	Orientation	Portrait (	landscape	
Document - 2-Sided	Paper Type	Plain Paper / Brigh	t White Paper	~
Document - 2-Sided with 2-Up	Quality	Standard		~
Document - Fast Grayscale     Document - Grayscale	Color	Color	) Black/Grayscale	_
	2-Sided Printing	Off		~
		Settings	Print Density.	
	Multi-Page	Off v	Page Order	
	Copies 1	0	Collate	_
			Reverse Order	_
	Quiet Mode	Off		~
Show Settings Reset Defaults Ink Levels	Print Preview Job Arranger	Lite		
	ОК	Cancel	Apply He	lp di

- 3. Select the print settings you want to use as defaults in all your Windows programs.
- 4. Click OK.

These settings are now the defaults selected for printing. You can still change them as needed for printing in any program session.

## Changing the Language of the Printer Software Screens

Parent topic: Printing with Windows

## Changing the Language of the Printer Software Screens

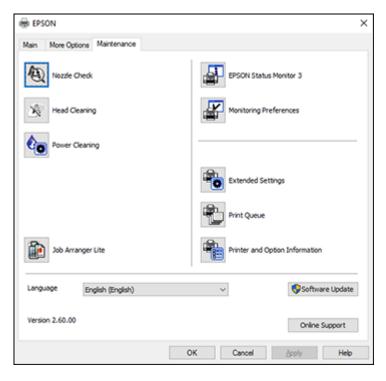
You can change the language used on the Windows printer software screens.

- 1. Access the Windows Desktop and right-click the sicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click si.
- 2. Select Printer Settings.

You see the printer settings window.

3. Click the **Maintenance** tab.

You see the maintenance options:



4. Select the language you want to use as the Language setting.

5. Click **OK** to close the printer software window.

The printer software screens appear in the language you selected the next time you access them.

Parent topic: Selecting Default Print Settings - Windows

# **Changing Automatic Update Options**

Your printer software for Windows automatically checks for updates to the product software. You can change how often the software checks for updates or disable this feature.

- 1. Access the Windows Desktop and right-click the Solicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click Solicon.
- 2. Select Software Update Settings.

You see this window:

Software Update Settings		×
Check for Software Updates on	the Internet	
Check every	2 weeks $\checkmark$	
○ Never		
	OK Cancel	

- 3. Do one of the following:
  - To change how often the software checks for updates, select a setting in the **Check every** menu.
  - To disable the automatic update feature, select the **Never** option.
- 4. Click **OK** to exit.

Note: If you choose to disable the automatic update feature, you can check for updates manually.

Parent topic: Printing with Windows

### **Related tasks**

Checking for Software Updates

# Printing with the Built-in Epson Driver - Windows 10 S

You can print with the built-in Epson printer driver using any printing program on Windows 10 S, as described in these sections.

**Note:** The built-in Epson driver in Windows 10 S does not include all the available print settings for your product. To print with additional settings, download and install the Epson Print and Scan utility from the Windows Store. You cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

Selecting Print Settings - Windows 10 S

Parent topic: Printing from a Computer

# **Selecting Print Settings - Windows 10 S**

Select the settings for your print job in your Windows 10 S application.

- 1. Open a photo or document for printing.
- 2. Select the print command in your application.

**Note:** You may need to select a print icon on your screen, the **Print** option in the **File** menu, or another command. See your application's help utility for details.

3. If necessary, select your product name as the printer you want to use.

Note: You may also need to select **Properties** or **Preferences** to view your print settings.

You see a window like this:

🖶 Epson ESC/P-R V4	Class Driver Printing Preferences	×
Layout Paper/Quality		
Tray Selection		
Media:	Plain Paper 🗸 🗸	
		.
	Advanced	
	OK Cancel Appl	1

4. Select the type of paper you loaded as the **Media** setting.

**Note:** The setting may not exactly match the name of your paper. Check the paper type settings list for details.

5. Click the **Advanced** button.

You see a window like this:

Epson ESC/P-R V4 Class Driver Advanced Options	×
Epson ESC/P-R V4 Class Driver Advanced Document Settings Paper/Output Paper Size: Letter Copy Count: 1 Collated	
ОК С	ancel

- 6. Select the size of the paper you loaded as the **Paper Size** setting.
- 7. To print multiple copies, select or enter the number as the **Copy Count** setting.
- 8. To print multiple copies of multi-page documents in sets, select the **Collated** checkbox.
- 9. Click **OK**.

You return to the printing preferences window.

### 10. Select the **Layout** tab.

Bpson ESC/P-R V4 Class Driver Printing Preferences	×
Layout Paper/Quality	_
Orientation:	- 1
Portrait ~	
Print on Both Sides:	
=	
Advanced	•
OK Cancel App	by

- 11. Select the orientation of your document as the **Orientation** setting.
- 12. Click **OK** to save your settings.

You see your application's Print window.

13. Click **OK** or **Print** to start printing.

Parent topic: Printing with the Built-in Epson Driver - Windows 10 S

# Printing on a Mac

You can print with your product using any Mac printing program, as described in these sections.

**Note:** If you have an Internet connection, it is a good idea to check for updates to your product software on Epson's support website.

Selecting Basic Print Settings - Mac

Selecting Page Setup Settings - Mac Selecting Print Layout Options - Mac Selecting Double-sided Printing Settings - Mac Managing Color - Mac Selecting Printing Preferences - Mac Printing Your Document or Photo - Mac **Parent topic:** Printing from a Computer

# **Selecting Basic Print Settings - Mac**

Select the basic settings for the document or photo you want to print.

- 1. Open a photo or document for printing.
- 2. Select the print command in your application.

**Note:** You may need to select a print icon on your screen, the **Print** option in the File menu, or another command. See your application's help utility for details.

3. Select your product as the **Printer** setting.

Printer:	EPSON	0
Presets:	Default Settings	0

4. If necessary, click the arrow next to the Printer setting or the **Show Details** button to expand the print window.

Printer:	EPSON		٥
Presets:	Default Settings	1	٥
Copies:	1		
Pages:	All     From: 1	to: 1	
Paper Size:	US Letter	\$	8.50 by 11.00 inches
Orientation:	1# 1>		
	Preview		•
✓ Auto	Rotate		
Scal	e:	100%	
⊖ Scal	e to Fit:		ntire Image re Paper
Copies	per page:	1	٥
		Ca	ancel Print

You see the expanded printer settings window for your product:

**Note:** The print window may look different, depending on the Mac OS version and the application you are using.

5. Select the **Copies** and **Pages** settings as necessary.

**Note:** If you do not see these settings in the print window, check for them in your application before printing.

6. Select the page setup options: **Paper Size** and **Orientation**.

**Note:** If you do not see these settings in the print window, check for them in your application before printing. They may be accessible by selecting **Page Setup** from the File menu.

- 7. Select any application-specific settings that appear on the screen, such as those shown in the image above for the Preview application.
- 8. Select **Print Settings** from the pop-up menu.

✓ Preview	
Layout Color Matching Paper Handling Cover Page	
Print Settings	
Color Options Two-sided Printing Settings	
Supply Levels	

You see these settings:

Print Set	ttings	٥	
Media Type:	Plain Paper / Bri	ght White Paper	0
Print Quality:	Normal		٥
	Borderless		
	Expansion:	Max	0
	Grayscale		
	Mirror Image		

9. Select the type of paper you loaded as the Media Type setting.

**Note:** The setting may not exactly match the name of your paper. Check the paper type settings list for details.

- 10. Select the **Print Quality** setting you want to use.
- 11. Select the **Borderless** checkbox if you want to print a borderless photo. If the option is grayed out, change the **Media Type** setting to a paper type that supports borderless printing.
- 12. Select any of the available print options.

Print Quality Options - Mac

**Print Options - Mac** 

Parent topic: Printing on a Mac

#### **Related tasks**

Selecting Page Setup Settings - Mac Printing Your Document or Photo - Mac

## **Print Quality Options - Mac**

You can select any of the available Print Quality options to fine-tune the quality of your print. Some settings may be unavailable, depending on the paper type setting you have chosen.

#### Draft

For draft printing on plain paper.

### Normal

For everyday text and image printing.

#### Normal - Vivid

For everyday text and image printing with good quality and print speed.

#### Quality

For text and graphics with increased quality and print speed.

### **Best Quality**

For the best print quality, but the slowest print speed.

Parent topic: Selecting Basic Print Settings - Mac

### **Print Options - Mac**

You can select any of the print options to customize your print. Some options may be unavailable, depending on other settings you have chosen.

### Expansion

If you selected a borderless paper size setting, this option adjusts the image expansion settings to control printing at the edges of borderless prints.

### Grayscale

Prints text and graphics in black or shades of gray.

## Mirror Image

Lets you flip the printed image horizontally.

**Note:** If you select the **Min** option for the Expansion setting, you may see white borders on your printed photo.

Parent topic: Selecting Basic Print Settings - Mac

# **Selecting Page Setup Settings - Mac**

Depending on your application, you may be able to select the paper size and orientation settings from the print window.

Paper Size:	US Letter	٥	8.50 by 11.00 inches
Orientation:			

**Note:** If you do not see these settings in the print window, check for them in your application before printing. They may be accessible by selecting **Page Setup** from the File menu.

1. Select the size of the paper you loaded as the **Paper Size** setting. If you are printing a borderless photo, select the **Borderless** checkbox or a paper size with a **Borderless** option. You can also select a custom setting to create a custom paper size, but the Quality setting will be limited to **Normal**.

**Note:** You must select a compatible borderless paper type and size to print without borders. Check the borderless paper compatibility list for details.

2. Select the orientation of your document or photo as shown in the print window.

Note: If you are printing an envelope, select the 🖭 icon.

**Note:** You can reduce or enlarge the size of the printed image by selecting **Paper Handling** from the pop-up menu and selecting a scaling option.

Parent topic: Printing on a Mac

# **Selecting Print Layout Options - Mac**

You can select a variety of layout options for your document or photo by selecting **Layout** from the popup menu on the print window.

Layout		•
Pages per Sheet:	1	٥
Layout Direction:	254	H.
Border:	None	٥
Two-Sided:	Off	0
	Reverse page or Flip horizontally	ientation
	Ca	ancel Print

- To print multiple pages on one sheet of paper, select the number of pages in the **Pages per Sheet** pop-up menu. To arrange the print order of the pages, select a **Layout Direction** setting.
- To print borders around each page on the sheet, select a line setting from the **Border** pop-up menu.
- To invert or flip the printed image, select the **Reverse page orientation** or **Flip horizontally** settings. **Parent topic:** Printing on a Mac

# **Selecting Double-sided Printing Settings - Mac**

You can print on both sides of the paper by selecting **Two-sided Printing Settings** from the pop-up menu on the print window.

Two-sided	Printing Settings	٢	
Two-sided Printing:	Off		٥

**Note:** Some options may be pre-selected or unavailable, depending on other settings you have chosen or if you are accessing the product over a network. This screen may be different, depending on the Mac OS version you are using.

1. Select one of the **Two-sided Printing** options.

2. Select the type of document you are printing as the **Document Type** setting. The software automatically sets the Adjustments options for that document type.

Two-sided	Printing Settings	
Two-sided Printing:	Long-Edge binding	٥
Document Type:	Text	٥
▼ Adjustments:		
Print Density:		
	0 (%)	
-50 Increased Ink Drying Tir	0 ne:	
· · · · · · · · · · · · · · · · · · ·	0 (sec)	
0	+60	
	ocument containing a lot of solid image f the ink and increase its drying time.	
	Cancel Prin	nt

- 3. If necessary, customize the Adjustments settings as instructed on the screen.
- 4. Print a test copy of your double-sided document to test the selected settings.
- 5. Follow any instructions displayed on the screen during printing.

Double-sided Printing Options and Adjustments - Mac

Parent topic: Printing on a Mac

## **Double-sided Printing Options and Adjustments - Mac**

You can select any of the available options in the **Two-sided Printing Settings** pop-up menu to set up your double-sided print job.

## Long-Edge binding

Orients double-sided printed pages to be bound on the long edge of the paper.

### Short-Edge binding

Orients double-sided printed pages to be bound on the short edge of the paper.

### **Print Density**

Sets the level of ink coverage for double-sided printing.

## Increased Ink Drying Time

Sets the amount of time required for drying ink after printing on one side of the paper before printing the other side in double-sided printing.

Parent topic: Selecting Double-sided Printing Settings - Mac

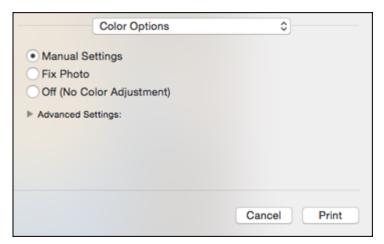
# Managing Color - Mac

You can adjust the Color Matching and Color Options settings to fine-tune the colors in your printout, or turn off color management in your printer software.

1. Select **Color Matching** from the pop-up menu in the print window.

Colo	Matching	\$	
ColorSync	• EPS	ON Color Controls	

- 2. Select one of the available options.
- 3. Select **Color Options** from the pop-up menu in the print window.



**Note:** The available settings on the Color Options menu depend on the option you selected on the Color Matching menu.

4. Select one of the available options.

Color Matching and Color Options - Mac

Parent topic: Printing on a Mac

### **Color Matching and Color Options - Mac**

You can select from these settings on the Color Matching and Color Options menus.

#### **Color Matching Settings**

#### **EPSON Color Controls**

Lets you manage color using controls in your printer software or turn off color management.

#### ColorSync

Prints using standard color profiles for your product and paper to help match image colors. You can customize the conversion method and filter settings on the ColorSync pop-up menu in the print window.

### **Color Options Settings**

#### **Manual Settings**

Lets you select manual color adjustments. Click the arrow next to **Advanced Settings** and select settings for **Brightness**, **Contrast**, **Saturation**, and individual color tones. You can also select a color **Mode** setting for printing photos and graphics and the **Fix Red-Eye** setting to reduce or remove redeye in photos. Depending on the selected color mode, you can also adjust the midtone density using the **Gamma** setting.

#### **Fix Photo**

Improves the color, contrast, and sharpness of flawed photos. Click the arrow next to **Advanced Settings** and select the **Fix Red-Eye** setting to reduce or remove red-eye in photos.

**Note:** Fix Photo uses a sophisticated face recognition technology to optimize photos that include faces. For this to work, both eyes and the nose must be visible in the subject's face. If your photo includes a face with an intentional color cast, such as a statue, you may want to turn off **Fix Photo** to retain the special color effects.

#### Off (No Color Adjustment)

Turns off color management in your printer software so you can manage color using only your application software.

Note: An ICC profile is required if color management is turned off.

Parent topic: Managing Color - Mac

# **Selecting Printing Preferences - Mac**

You can select printing preferences that apply to all the print jobs you send to your product.

- 1. In the Apple menu or the Dock, select **System Preferences**.
- 2. Select **Print & Fax**, **Print & Scan**, or **Printers & Scanners**, select your product, and select **Options & Supplies**.
- 3. Select **Driver** or **Options**.

You see a screen like this:

		Skip Blank Page:	Off	0	
		Quiet Mode:	Off	0	
	High	Speed Printing:	On	٥	
	Output docu	uments for filing:	Off	٥	
	Remov	e white borders:	011	٥	
	Warni	ng Notifications:	On	٥	
Establish	bidirectional	communication:	On	٥	

- 4. Select any of the available printing preferences.
- 5. Click **OK**.

Printing Preferences - Mac

Parent topic: Printing on a Mac

### **Printing Preferences - Mac**

You can select from these settings on the **Options** or **Driver** tab.

## **Skip Blank Page**

Ensures that your product does not print pages that contain no text or images.

## **Quiet Mode**

Lessens noise during printing but may decrease print speed.

# **High Speed Printing**

Speeds up printing but may reduce print quality.

# Output documents for filing

Outputs all landscape, portrait, 1-sided, and 2-sided documents in the same orientation for easier filing.

## Remove white borders

Removes white margins that may appear when you print borderless photos.

## Warning Notifications

Lets you choose whether or not to receive warning notifications from the printer software for various operating conditions.

## Establish bidirectional communication

Allows the product to communicate with the computer. Do not change the default setting unless you experience issues when using a shared printing pool.

Parent topic: Selecting Printing Preferences - Mac

# **Printing Your Document or Photo - Mac**

Once you have selected your print settings, you are ready to print.

Click **Print** at the bottom of the print window.

Printer:	EPSON		٥)
Presets:	Default Settings	6	٥
Copies:	1		
Pages:			
	From: 1	to: 1	
Paper Size:	US Letter	\$	8.50 by 11.00 inches
Orientation:	1# 1 <b>&gt;</b>		
	Preview		٥
✓ Auto Rotate			
• Scale:		100%	
Scale to Fit:			ntire Image re Paper
Copies per page:		1	٢
		Ca	ancel Print

**Checking Print Status - Mac** 

Parent topic: Printing on a Mac

# **Related tasks**

Selecting Basic Print Settings - Mac Selecting Page Setup Settings - Mac Selecting Print Layout Options - Mac Selecting Double-sided Printing Settings - Mac Managing Color - Mac

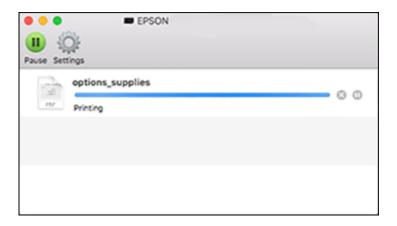
#### Selecting Printing Preferences - Mac

### **Checking Print Status - Mac**

During printing, you can view the progress of your print job, control printing, and check ink status.

1. Click the printer icon when it appears in the Dock.

You see the print status window:



- 2. Select the following options as necessary for your Mac OS version:
  - To cancel printing, click the print job and click M or **Delete**.
  - To pause a print job, click the print job and click up or **Hold**. To resume a print job, click the paused print job and click or **Resume**.
  - To pause printing for all queued print jobs, click **Pause** or **Pause Printer**.
  - To display other printer information, click **Settings** or **Supply Levels**.

Parent topic: Printing Your Document or Photo - Mac

# **Printing From a Chromebook**

With a Google Account, you can print from a Chromebook without drivers or cables.

1. Connect your Epson product to your wireless network. See the link below.

2. Turn on your Chromebook and connect it to the same wireless network as your product.

Note: See your Chromebook's documentation for details on connecting to a network.

- 3. Do one of the following:
  - Click **Add to Cloud Print** in the notification that appears in the corner of your Chromebook screen.

**Note:** If you do not see a notification, check to see if a number appears in the status area at the lower-right corner of the screen. Click this number to open the notifications menu, then click **Add to Cloud Print**.

- Open a web browser and enter **chrome://devices** in the address bar. Skip to step 4.
- If you see a registration confirmation screen instead, click Register.
- 4. Click Add Device.
- 5. Click the **Register** button that appears next to your product.
- 6. Click **Register** on the confirmation screen. Your product's LCD screen displays a confirmation message.
- 7. Select **OK** or press the **OK** button on your product to confirm the Google Cloud Print connection and print a test page.
- 8. To print to the connected product, select the print command in your Chrome app.

Your product is now linked to your Google Account and can be accessed from any Chromebook where you are logged in, as long as you have Internet access. For more information on using Google Cloud Print and for a list of supported apps, visit the Google Cloud Print site.

Parent topic: Printing from a Computer

# **Cancelling Printing Using the Product**

If you need to cancel printing, select **Cancel**, then select **Cancel** again to confirm.

Parent topic: Printing from a Computer

# Scanning

You can scan your originals and save them as digital files.

Starting a Scan Scanning in Epson Scan 2

# Starting a Scan

After placing your originals on your product for scanning, start scanning using one of these methods.

Starting a Scan Using the Product Control Panel

Starting a Scan Using the Epson Scan 2 Icon

Starting a Scan from a Scanning Program

Starting a Scan from a Smart Device

Parent topic: Scanning

### **Related topics**

Placing Originals on the Product

# **Starting a Scan Using the Product Control Panel**

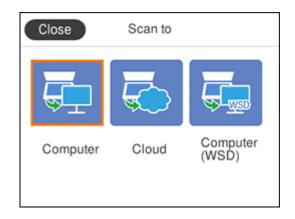
You can scan an image to a variety of destinations uing your product's control panel.

1. Make sure you installed the product software and connected the product to your computer or network.

**Note:** Restart your computer after installing the product software to enable scanning from the control panel.

- 2. Place your original on the product for scanning.
- 3. Press the  $\widehat{m}$  home button, if necessary.
- 4. Select Scan.

You see a screen like this:



- 5. Select one of the following Scan to options:
  - **Computer** lets you scan to a connected computer using your saved scan settings.
  - Cloud sends your scanned files to a destination that you have registered with Epson Connect.
  - **Computer (WSD)** lets you manage network scanning in Windows 10, Windows 8.x, Windows 7, or Windows Vista (English only). To use this feature with Windows 7 or Windows Vista, you must first set up WSD (Web Services for Devices) on the computer.
- 6. Follow the instructions in the links below to complete your scan.

Scanning to a Connected Computer Control Panel Scanning Options Changing Default Scan Job Settings

Parent topic: Starting a Scan

#### **Related tasks**

Using Epson Scan to Cloud

#### Scanning to a Connected Computer

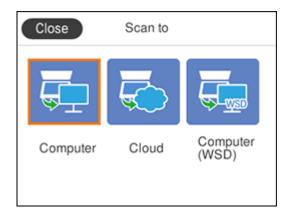
You can scan an original and save it to a connected computer using your product's control panel. The computer must be connected using a USB cable or connected to the same network as your product.

You can save the scanned file as a JPEG or PDF file, or attach it to an email. You can also set up custom scan settings using Event Manager and automatically scan using those settings on your product control panel.

**Note:** Be sure you have installed Epson Scan 2 and Event Manager on your computer before scanning to your computer.

- 1. Place your original on the product for scanning.
- 2. Press the  $\widehat{m}$  home button, if necessary.
- 3. Select Scan.

You see a screen like this:



4. Select Computer.

You see a screen like this:



- 5. Select **OK** to close the information screen, if necessary.
- 6. Select **Select a computer** and choose one of the following options:
  - If your computer is connected to your product over a network, select a connected computer from the displayed list. (If the computer is not listed, select **Search Again**.)
  - If your computer is connected to your product using a USB cable, select **USB Connection**.
- 7. Select **Save as PDF** and choose one of the following options:
  - Save as JPEG to save the scanned image as a JPEG file.
  - Save as PDF to save the scanned document or image as a PDF file.
  - Attach to email to open the default email software on your computer and save the scanned document or images as an email attachment.
  - Follow custom setting to save the scanned document or image using custom settings you have selected using the Event Manager custom scan settings option.

Note: You can customize the settings for each of these options using Event Manager.

8. Select **Save** to start scanning.

Parent topic: Starting a Scan Using the Product Control Panel

### **Related tasks**

Changing Default Scan Job Settings

### **Control Panel Scanning Options**

Select the options you want to use for scanning.

Note: Not all options or settings may be available, depending on the Scan to option selected.

Scan to setting	Available options	Description
Color mode	Color	Select whether to scan images in color or black
	B&W	and white
File format	JPEG	Select for photos. You can also select the <b>Compression Ratio</b> .
	PDF	Select for documents. You can also select the <b>Compression Ratio</b> .

Scan to setting	Available options	Description
Scan Area	Letter	Select the page size for documents, then select
	A4	the orientation of the original
	A6	
	Legal	
	Half Letter	
	Envelope #10	
	5 × 7	
	4 × 6	
	8 × 10	
	8.5 × 13	
	Executive	
	Auto Cropping	Select for photos with dark edges
	Max Area	Select for most photos
Original Type	Text	Specifies the type of original you are scanning
	Text & Image	
	Photo	
Density	-4 to +4	Adjusts the lightness or darkness of scanned images.
Remove Shadow	On	Erases the shadows that appear in the center of
	Off	a document when copying a book or the shadows that appear around a document when copying thick paper
Remove Punch Holes	On	Erases the binding holes on a document
	Off	

Parent topic: Starting a Scan Using the Product Control Panel

### Changing Default Scan Job Settings

You can view or change the default scan job settings your product uses when you scan to your computer. You do this using the Event Manager program.

- 1. Do one of the following to open Event Manager:
  - Windows 10: Click and select EPSON Software > Event Manager.
  - Windows 8.x: Navigate to the Apps screen and select Event Manager.
  - Windows (other versions): Click Or Start > All Programs or Programs > EPSON Software > Event Manager.
  - Mac: Open the Applications folder, click Epson Software, and select Event Manager.
- 2. Open the **Scanner** (Windows) or **Select Scanner** (Mac) drop-down list and select your product, if necessary.
- 3. Click Make Job Settings.
- 4. Open the **Edit Job Settings** drop-down list and select the scan job settings you want to view or change.
- 5. Change the settings as necessary.

**Note:** If you create a new job, you can only assign it to the **Custom Action** setting. You can change the settings of the other assigned jobs, but you cannot rename them or select a different job.

- 6. Click OK.
- 7. Click **Close** to close the Event Manager window.

Parent topic: Starting a Scan Using the Product Control Panel

# Starting a Scan Using the Epson Scan 2 Icon

You can start the Epson Scan 2 program to select scan settings, scan, and save the scanned image to a file.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

- Windows 10: Click and select EPSON > Epson Scan 2.
- Windows 8.x: Navigate to the Apps screen and select Epson Scan 2.
- Windows (other versions): Click 🔮 or Start, and select All Programs or Programs. Select EPSON > Epson Scan 2 > Epson Scan 2.

• Mac: Open the Applications folder, open the Epson Software folder, and select Epson Scan 2. You see an Epson Scan 2 window like this:

Epson Scan 2		-		$\times$
Scanner : EPS Scan Settings : Def	ON ault Setting			~
Main Settings Advanced	Settings			
Document Source	: Auto Detect		~	]
Document Size	: Letter		~	]
Image Type	: Black & White		Ý	]
Resolution	: 200 v dpi			
Rotate	: 0°		~	]
Correct Document Skew	: Off		~	]
	Add or edit pages af	ter scann	ing	
Image Format : PDF				~
	20170626_15290063.pdf			~
Folder : Doo	uments			~
<b>0</b>	Preview		Scan	

Parent topic: Starting a Scan

## Starting a Scan from a Scanning Program

You can start Epson Scan 2 from a TWAIN-compliant scanning program to select scan settings, scan, and open the scanned image in the program.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

- 1. Open your scanning program and select its scanning option. (See your scanning program help for instructions.)
- 2. Select your product.

**Note:** In certain programs, you may need to select your product as the "source" first. If you see a **Select Source** option, choose it and select your product. With Windows, do not select a **WIA** option for your product; it will not work correctly.

You see an Epson Scan 2 window like this:

Epson Scan 2	-	- ×
Scanner :	EPSON	~
Scan Settings :	Default Setting	~
Main Settings Adva	nced Settings	
Document So	urce : Auto Detect	~
Document	Size : Letter	~
Image	Type : Black & White	~
Resol	ution : 200 🗸 dpi	
Ro	tate : 0°	~
Correct Document S	kew : Off	~
	Add or edit pages after scanning	
Image Format :	POF	~
File Name :	img20170626_15290063.pdf	~
Folder :	Documents	~
0 ¢	Preview	Scan

Parent topic: Starting a Scan

# Starting a Scan from a Smart Device

You can start a scan from a smart device using the Epson iPrint app. You can save the scanned document to your device or a cloud service, e-mail it, or print it.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

Note: Your device must be connected to the same wireless network as your Epson product.

- 1. Download the Epson iPrint app from your device's app store or from Epson's website.
- 2. Place your original on the product for scanning.
- 3. Open the Epson iPrint app and select your product.
- 4. Select the scan settings and scan your original.
- 5. Save your scanned image to a file or cloud location.

Parent topic: Starting a Scan

# Scanning in Epson Scan 2

Epson Scan 2 automatically scans your document and saves the scanned file in PDF format in your operating system's Documents or My Documents folder, or opens it in your scanning program. You can select settings, preview, and change the scanned file settings as necessary.

**Note:** If you are using your Epson product with the Windows 10 S operating system, you cannot use the software described in this section. You also cannot download and install any Epson product software from the Epson website for use with Windows 10 S; you must obtain software only from the Windows Store.

1. Start Epson Scan 2.

You see this window:

Epson Scan 2			-		$\times$
Scanner :	EPSON				~
Scan Settings :	Default Settin	9			~
Main Settings Adva	anced Settings				
Document Sc	ource : Auto D	etect		~	
Document	t Size : Letter			~	
Image	Type : Black 8	White		~	
Resol	ution : 200	√ dpi			
R	otate : 0°			~	
Correct Document	Skew : Off			×	
	Add	or edit pages after	scannin	9	
Image Format :	PDF				~
File Name :	img20170626	15290063.pdf			~
Folder :	Documents				$\mathbf{v}$
<b>0</b>		Preview		Scan	

- 2. Select the **Document Source** setting that matches where you placed your original, or select **Auto Detect** to have Epson Scan 2 automatically detect the size.
- 3. Select the **Document Size** setting that matches the size of your original. You can select **Customize** to enter a custom size, if necessary.
- 4. Select the image type of your original and how you want it scanned as the **Image Type** setting.

- 5. Select the **Resolution** setting you want to use for your scan.
- 6. Click the **Preview** button.

Epson Scan 2 previews your original and displays the results in the Epson Scan 2 window.

Epson Scan 2		- 0 ×
Somer I (1990%): v Som Som 2     Somer I (1990%): v Som Settinge I (1990%): v Som Settinge I (1990%): v Men Settinge I (1990%): v Oocument Souria : (1990%):	Prefailed your here     P	Sur Taren Successfully Elser product Tar Tar and an international and the advance Sure for range surely on the meaning Stars for 1 and the stars surely and the advance Sure for a star stars and the stars of the stars surely and the stars surely and th
Jnage Formet :         pgp         v           Nile Name :         mg20120628_12542058.pdf         v           Nobie :         (countries)         v           Volto:         (countries)         v	and a second sec	

- 7. Reinsert your original into the ADF, if necessary.
- 8. Select any of the additional settings that you want to use on the Main Settings tab.
- 9. Click the Advanced Settings tab and select any settings that you want to use.
- 10. Select the format in which you want to save your scanned file as the **Image Format** setting. If necessary, select **Options** and select any desired format options.
- 11. Enter the file name for your scanned file in the **File Name** field. If necessary, select **Settings** to modify the file name settings.
- 12. Select the location in which you want to save your scanned file as the **Folder** setting. If necessary, select **Select** to create a new folder.
- 13. Click Scan.

The product scans your original and saves the scanned file in the location you specified.

Additional Scanning Settings - Main Settings Tab

Additional Scanning Settings - Advanced Settings Tab

Saving Scanned Documents as a Searchable PDF Image Format Options Scan Resolution Guidelines

Parent topic: Scanning

# Additional Scanning Settings - Main Settings Tab

You can select these additional scanning settings on the Epson Scan 2 Main Settings tab. Not all adjustment settings may be available, depending on other settings you have chosen.

#### **Correct Document Skew**

Corrects skewed originals, image contents, or both.

#### Add or edit pages after scanning

Lets you add, remove, or edit the pages in a job, including rotating pages and changing the page order.

**Note:** To save multiple pages in a single file, you must select a file format that supports multiple pages such as **PDF** or **Multi-TIFF**. If you select another file format, each scanned image or page is saved as a separate file.

Parent topic: Scanning in Epson Scan 2

# **Additional Scanning Settings - Advanced Settings Tab**

You can select these additional scanning settings on the Epson Scan 2 Advanced Settings tab. Not all adjustment settings may be available, depending on other settings you have chosen.

#### **Remove Background**

Removes the background of the originals.

#### **Text Enhancement**

Sharpens the appearance of letters in text documents.

#### **Auto Area Segmentation**

Makes black and white images clearer and text recognition more accurate by separating the text from the graphics.

#### Threshold

Adjusts the level at which black areas in text and line art are delineated, improving text recognition in OCR (Optical Character Recognition) programs.

#### **Color Enhance**

Enhances the shades of the color you select in the scanned image. This setting is available only if you select **Grayscale** or **Black & White** as the Image Type setting.

#### **Brightness**

Adjusts the overall lightness and darkness of the scanned image.

#### Contrast

Adjusts the difference between the light and dark areas of the overall scanned image.

#### Gamma

Adjusts the midtone density of the scanned image.

### **Unsharp Mask**

Makes the edges of certain image areas clearer. Turn off this option to leave softer edges.

### Descreening

Removes the ripple pattern that might appear in subtly shaded image areas, such as skin tones. This option improves results when scanning magazines or newspapers. (The results of descreening do not appear in the preview image, only in your scanned image.)

### Edge Fill

Corrects shadowing around the edges of the image by filling the shadows with black or white.

### **Dual Image Output**

Scans the original image twice using different output settings (Windows only).

Parent topic: Scanning in Epson Scan 2

# Saving Scanned Documents as a Searchable PDF

You can scan a document and save the text in a searchable PDF. In a searchable PDF, text is recognized using Optical Character Recognition (OCR) and then embedded in the scanned original.

- 1. Load your original in the product for scanning.
- 2. Start Epson Scan 2.
- 3. Select your scan settings.
- 4. Click **Preview** and adjust the area you want to scan, if necessary.
- 5. If you are using the ADF, reload the ejected original.
- 6. Select **Searchable PDF** as the Image Format setting.
- 7. Select **Options** from the Image Format list.

You see this window:

mage For	mat Options					×
1	Image Format	: Sear	chable PDF	Y		
General	Text Sec	urity				
		(	Generate PDF/A File			
	Page N	umber : (	Create file with all pages			
		(	Select number to make file		1	
			Count blank page			
	Color/Gra	yscale : [	Standard Compression		~	
0					ОК С	ancel

- 8. Select any of the options on the General tab.
- 9. Select the **Text** tab.
- 10. Make sure the language used in the document text is selected as the **Text Language** setting.
- 11. Select the **Security** tab if you want to add a password to the PDF or protect printing or editing properties.
- 12. Click OK.
- 13. Confirm the File Name setting and select a **Folder** setting for your document.
- 14. Click Scan.

The scanned image is saved as a searchable PDF.

Parent topic: Scanning in Epson Scan 2

### **Image Format Options**

You can select different image formats and related options. For details on available options, click the ? icon on the Epson Scan 2 Image Format Options window. Not all image formats have options.

#### Bitmap (\*.bmp)

A standard image file format for most Windows programs.

### JPEG (\*.jpg)

An image format that lets you highly compress image data. However, the higher the compression, the lower the image quality. (The TIFF format is recommended when you need to modify or retouch your scanned image.)

### PNG (\*.png)

An image format that does not lose quality during editing.

### TIFF (\*.tif)

A file format created for exchanging data between many programs, such as graphic and DTP software.

### Multi-TIFF (\*.tif)

A TIFF file format when multiple pages are saved to the same file, allowing you to edit the images using a compatible program.

### PDF (\*.pdf)

A document format that is readable by Windows and Mac systems using Adobe Reader, Acrobat, or other programs. You can save multi-page documents in one PDF file.

### Searchable PDF (\*.pdf)

A document format that is readable by Windows and Mac systems using Adobe Reader, Acrobat, or other programs. You can save multi-page documents in one PDF file. Recognized text in the scanned document can be searched.

Parent topic: Scanning in Epson Scan 2

# **Scan Resolution Guidelines**

The **Resolution** setting, measured in dpi (dots per inch), controls the amount of detail captured in your scans. Increasing the resolution raises the amount of detail captured but comes with the following disadvantages:

- · Larger file sizes
- It takes longer to scan your originals, send/receive your scans by email or fax, and to print your scans
- · The image may become too large to fit on your display or print on paper

If you plan to enlarge a scanned image so you can print it at a larger size, you may need to increase the resolution from the default resolution set by Epson Scan 2. Follow these guidelines to determine the resolution setting you need:

• You will scan the image at its original size but enlarge it later in an image-editing program.

Increase the Epson Scan 2 Resolution setting in your scan. Increase the resolution by the same amount you will increase the image size to retain a high image quality. For example, if the resolution is 300 dpi (dots per inch) and you will double the image size later, change the Resolution setting to 600 dpi.

• You will scan the image at 100% or smaller size.

Select the Epson Scan 2 Resolution setting based on how you will use the scanned image:

- Email/view on a computer screen/post on the web: 96 to 200 dpi
- Print/fax/convert to editable text (OCR)/create searchable PDF: 200 to 300 dpi

**Parent topic:** Scanning in Epson Scan 2

# **Refilling Ink**

When the ink level is below the lower line on an ink tank, you need to refill it.

Before checking the ink level or refilling an ink tank as described here, be sure to read the ink safety precautions.

**Caution:** 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.

Ink Safety Precautions Check Ink Levels Purchase Epson Ink and Maintenance Box Refilling the Ink Tanks Maintenance Box Replacement

# **Ink Safety Precautions**

**Note:** The product has a low ink alert system. The accuracy of this system depends on the user refilling the ink tanks correctly. The product cannot directly measure the ink levels in the tanks; instead it estimates the amount of ink remaining by internally monitoring ink usage. The low ink alert system may generate inaccurate messages if the ink tanks are not refilled according to these instructions.

As a precaution, perform regular visual inspections of the ink tanks to ensure ink levels do not fall below the lower line. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

### **Ink Handling Precautions**

- 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 bottle caps.
- Do not tilt or shake an ink bottle after opening it; otherwise, ink may leak.
- If ink gets on your skin, wash it thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If ink gets into your mouth, spit it out immediately. Seek medical advice if problems persist.
- Do not squeeze the ink bottles.

#### Ink Refilling Precautions

- Use ink bottles with the correct part number for this product.
- The use of non-Epson ink may cause damage that is not covered by Epson's warranty, 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. If ink gets on your clothes or belongings, it may not come off.
- Do not open the ink bottle package until you are ready to fill an ink tank. Ink bottles are vacuum packed to maintain reliability. If you leave an ink bottle unpacked for a long time before using it, print quality may be affected.
- If the ink level is below the lower line on the ink tank, refill the ink. Continued use of the product when the ink level is below the lower line on the ink tank 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.
- 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 opened ink bottle, 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.

#### Ink Bottle and Ink Tank Information

- To maintain optimum print head performance, some ink is consumed from all ink tanks during printing and when performing maintenance operations, such as cleaning the print head.
- The ink bottles may contain recycled materials, but this does not affect product function or performance.
- The specification and appearance of the ink bottles are subject to change without prior notice for improvement.
- If an ink bottle is dented, you can still use the ink. The quality and quantity of ink will not be affected.
- When printing in monochrome or grayscale, color ink may be used instead of black ink, depending on the paper type or print quality settings. This is because a mixture of color inks is used to create black.
- A reserve amount of ink remains in the tank when your product indicates that a refill is necessary.

### Parent topic: Refilling Ink

# **Check Ink Levels**

Your product and its printing software will let you know when an ink tank is low or expended.

Checking Ink Levels on Your Product

Checking Ink Levels with Windows

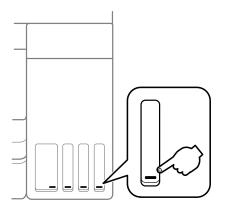
Checking Ink Levels - Mac

Disabling Special Offers with Windows

Parent topic: Refilling Ink

# **Checking Ink Levels on Your Product**

To confirm the actual ink levels, visually check the ink levels in the product's ink tanks. Make sure the ink levels are above the lower lines on the ink tanks.



**Note:** The product has a low ink alert system. The accuracy of this system depends on the user refilling the ink tanks correctly. The product cannot directly measure the ink levels in the tanks; instead it estimates the amount of ink remaining by internally monitoring ink usage. The low ink alert system may generate inaccurate messages if the ink tanks are not refilled according to these instructions.

As a precaution, perform regular visual inspections of the ink tanks to ensure ink levels do not fall below the lower line. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

Parent topic: Check Ink Levels

#### **Related tasks**

**Refilling the Ink Tanks** 

## **Checking Ink Levels with Windows**

A low ink reminder appears if you try to print when ink is low, and you can check your ink levels at any time using a utility on your Windows computer.

 To check your ink levels, access the Windows Desktop and double-click the sicon for your product in the right side of the Windows taskbar, or click the up arrow and double-click si.

You see a window like this:

EPSON Status Monitor 3	1		-		$\times$
EPSON Re	ady				
It is ready to print.					
		0	Suppo	rt	
- Consumables Status					
Approximate Ink Levels					
Black	Cyan	Magenta	Yellow		
The Approximate Ink Levels ink remaining, visually check the product when the ink lev	the ink levels in al	I the ink tanks of the	printer. Prolon	rged use	itual of
Maintenance Box Service Li	fe				
Print Queue		OK			

2. Refill any ink tank as needed.

**Note:** The ink levels displayed are an estimate and may differ from the actual ink remaining in the ink tanks. To confirm the actual remaining ink, visually check the ink levels in the ink tanks. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

#### Parent topic: Check Ink Levels

#### **Related tasks**

**Refilling the Ink Tanks** 

## **Checking Ink Levels - Mac**

You can check your ink levels using a utility on your Mac.

- 1. In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, **Print & Scan**, or **Printers & Scanners**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.
- 2. Select EPSON Status Monitor.

You see a window like this:

	Epson Prir	nter Utility 4	
EPSON	EPSON		
TEPSON S	Status Monitor		
Approximate Ink L	evels		
The displayed	ink levels below are approxi levels in the a	imate. For actual ink leve actual ink tanks.	is, visually check ink
	ci Qyan	Magenta	Yellow
ink. Please mak	formance, this product was the sure you buy the correct ( performance with types or b	genuine Epson ink for rep	placement. We do not
Maintenance Box 8	Service Life		
		2	
		C	Update OK

3. Refill any ink tank as needed.

Note: To update or refresh the displayed ink levels, click Update.

**Note:** The ink levels displayed are an estimate and may differ from the actual ink remaining in the ink tanks. To confirm the actual remaining ink, visually check the ink levels in the ink tanks. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

Parent topic: Check Ink Levels

#### **Related tasks**

**Refilling the Ink Tanks** 

# **Disabling Special Offers with Windows**

You can disable special offers messages from Epson using a utility on your Windows computer.

**Note:** You may see the Epson Special Offers screen every time you print (if your computer is connected to the Internet). Select **Do not display this message again** and click **Decline** to disable online offers. Promotional offers are not valid in Latin America.

1. Access the Windows Desktop and right-click the Solicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click Solice **Monitoring Preferences**. You see this window:

		?	×
Select Notification			
Event	Screen No	tification	^
Error	On		
Communication Error	Off		
Printer Selection Error	On		
Ink Low	Off		~
		Default	
Double-clicking the Shortcut			
opens the Printer Status Win		4:5	3
opens the Printer Status Win	ndow.	4:5	3
_	ndow.	4:5	12
Allow monitoring of shared prin	nters	<b>€</b> €§	<b>2</b>

2. To disable promotional offers, deselect the **Display Epson Offers** checkbox. (Promotional offers are not available in Latin America.)

Parent topic: Check Ink Levels

# **Purchase Epson Ink and Maintenance Box**

You can purchase genuine Epson ink, maintenance boxes, and paper from an Epson authorized reseller. To find the nearest reseller, visit epson.com.jm or call your nearest Epson sales office.

**Note:** This product is designed to work with genuine Epson inks. Non-Epson ink or any other ink not specified for this printer could cause damage not covered by Epson's warranties.

The included initial ink bottles must be used for printer setup and are not for resale. The printer ships with full ink bottles and part of the ink from the first bottles is used to charge the print head. Yields vary considerably based on images printed, print settings, paper type, frequency of use and temperature.

Ink Bottle and Maintenance Box Part Numbers

Parent topic: Refilling Ink

### Ink Bottle and Maintenance Box Part Numbers

Use these part numbers when you order or purchase new ink bottles. Use the ink by the date printed on the package.

Ink color	Part number
Black	504
Cyan	504
Magenta	504
Yellow	504

Maintenance box part number: T04D100

**Parent topic:** Purchase Epson Ink and Maintenance Box

# **Refilling the Ink Tanks**

Make sure you have new ink bottles handy and have read the ink safety precautions before you begin.

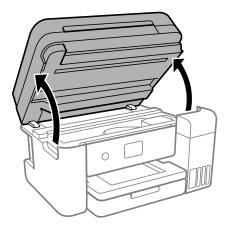
You can continue to use the product even if one or more ink tanks are not filled all the way. However, for the most accurate ink level monitoring, fill all the ink tanks up to the top line.

**Note:** The product has a low ink alert system. The accuracy of this system depends on the user refilling the ink tanks correctly. The product cannot directly measure the ink levels in the tanks; instead it estimates the amount of ink remaining by internally monitoring ink usage. The low ink alert system may generate inaccurate messages if the ink tanks are not refilled according to these instructions.

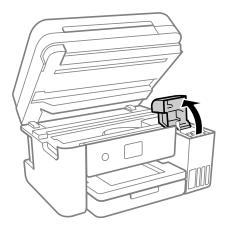
As a precaution, perform regular visual inspections of the ink tanks to ensure ink levels do not fall below the lower line. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

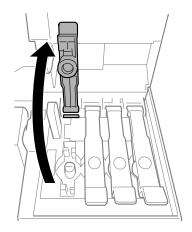
**Caution:** Wear disposable gloves while refilling the ink tanks to avoid staining your hands. If ink spills, wipe it off immediately with a damp towel to avoid permanent stains. If ink gets on your clothes or belongings, it may not come off.

- 1. Turn on your product.
- 2. Lift up the scanner unit.

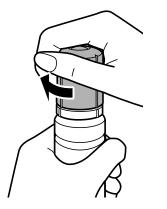


3. Open the ink tank cover, then open the cap for the ink tank you are going to fill.





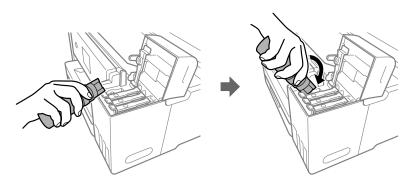
4. Hold the ink bottle upright and slowly turn the bottle cap to remove it.



**Caution:** Do not shake or squeeze the bottle. Do not touch the top of the bottle after its cap is removed.

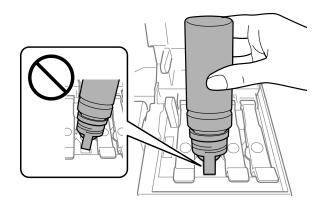
**Warning:** If ink gets on your skin, wash it thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If ink gets into your mouth, spit it out immediately. Seek medical advice if problems persist. Keep the ink bottles out of the reach of children and do not drink the ink.

5. Position the top of the ink bottle along the slot in front of the filling port, then slowly stand the bottle up to insert it.



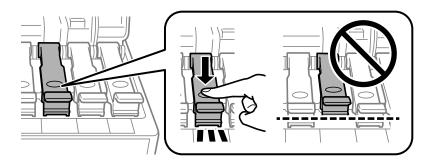
**Note:** Refer to the color-coded sticker on the ink tank unit to identify the color of each tank. Do not force the bottles into position; they are keyed for each color.

6. Wait for the ink to fill the tank. Do not squeeze the bottle. Ink flows into the tank and stops automatically when the ink is filled to the upper line.



**Note:** If ink does not flow from the bottle, lift and reinsert the bottle.

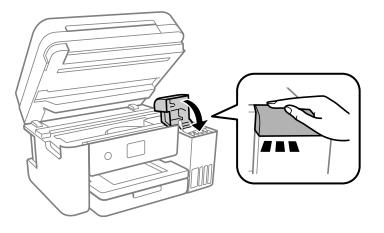
7. When the ink tank is full, remove the ink bottle and securely close the ink tank cap.



**Note:** If any ink remains in the bottle, replace the bottle cap and tighten it. Store the bottle upright for later use.

8. Repeat the previous steps as necessary for each ink tank you need to refill.

9. Close the ink tank cover, then close the scanner unit.



10. Follow the on-screen instructions to reset the ink level for the colors you refilled.

Parent topic: Refilling Ink

**Related concepts** 

Purchase Epson Ink and Maintenance Box

# **Maintenance Box Replacement**

The maintenance box stores surplus ink that gets flushed from the system during print head cleaning. When you see a message on the LCD screen, follow the on-screen instructions to replace the maintenance box.

Note the following precautions when replacing the maintenance box:

- Do not remove the maintenance box or its cover except when replacing the maintenance box.
- Do not touch the green chip on the side of the maintenance box.
- Do not tilt the maintenance box after removing it or ink may leak.
- Do not touch the openings in the maintenance box or you may get ink on you.
- Do not drop the maintenance box or subject it to strong shocks.
- If you cannot replace the cover, the maintenance box may not be installed correctly. Remove and reinstall the maintenance box.
- Do not store the maintenance box in high or freezing temperatures.

**Caution:** Do not reuse a maintenance box that has been removed and left uninstalled for a long period. Keep the maintenance box away from direct sunlight.

**Note:** The maintenance box is a user-replaceable part and is not covered by the product warranty.

Parent topic: Refilling Ink

# **Adjusting Print Quality**

If your print quality declines, you may need to run a utility to clean or align the print head.

If running these utilities does not solve the problem, you may need to run a Power Cleaning or clean the paper or print head path.

Print Head Maintenance Print Head Alignment Cleaning the Paper Guide Cleaning the Print Head Path Checking the Number of Sheets

# **Print Head Maintenance**

If your printouts become too light, or you see dark or light bands across them, you may need to clean the print head nozzles. Cleaning uses ink, so clean the nozzles only if print quality declines.

You can check for clogged nozzles before you clean them so you don't clean them unnecessarily.

**Note:** You cannot clean the print head if the ink level has reached the lower line on the ink tank, and may not be able to clean it when the ink level in any of the tanks is low. You must refill the ink tank first.

If you still see white or dark lines or gaps in your printouts, even after cleaning the print head several times, you can run a Power Cleaning.

Print Head Nozzle Check Print Head Cleaning Power Cleaning **Parent topic:** Adjusting Print Quality **Related tasks** Refilling the Ink Tanks

# **Print Head Nozzle Check**

You can print a nozzle check pattern to check for clogged nozzles. Checking the Nozzles Using the Product Control Panel

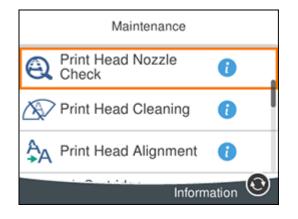
Checking the Nozzles Using a Computer Utility

#### Parent topic: Print Head Maintenance

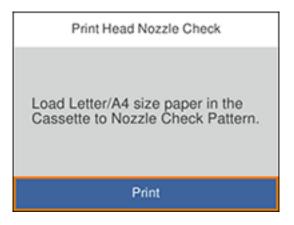
### **Checking the Nozzles Using the Product Control Panel**

You can check the print head nozzles using the control panel on your product.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Press the  $\widehat{m}$  home button, if necessary.
- 4. Select **Maintenance** and press the **OK** button.



5. Press the **OK** button to select **Print Head Nozzle Check**.



6. Select **Print** and press the **OK** button.

The nozzle check pattern is printed.

7. Check the printed pattern to see if there are gaps in the lines.

### Print head is clean

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		and the second sec

### Print head needs cleaning

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and the second s		
and the second se		
1		the second second second

- 8. Do one of the following:
  - If there are no gaps, the print head is clean. Press the **OK** button to select **O**.
  - If there are gaps or the pattern is faint, press the right arrow button to select **X**. Follow the instructions on the screen to clean the print head.

If you don't see any improvement after cleaning the print head up to 3 times, turn the product off and wait at least 12 hours. Then try cleaning the print head again. If quality still does not improve, run a Power Cleaning. If there is still no improvement, contact Epson support.

#### Parent topic: Print Head Nozzle Check

#### **Related tasks**

Refilling the Ink Tanks Cleaning the Print Head Using the Product Control Panel Loading Paper in the Cassette

### Checking the Nozzles Using a Computer Utility

You can check the print head nozzles using a utility on your Windows or Mac computer.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Do one of the following:
  - Windows: Access the Windows Desktop and right-click the sile icon for your product in the right side of the Windows taskbar, or click the up arrow and right-click sile.
  - Mac: In the Apple menu or the Dock, select System Preferences. Select Print & Fax, Print & Scan, or Printers & Scanners, select your product, and select Options & Supplies. Select Utility and select Open Printer Utility.
- 4. Select Nozzle Check.

You see a window like this:

🔁 Nozzle Check	Х
To perform a nozzle check, make sure that the printer is on and connected to the computer. Also make sure that A4 or Letter size plain paper is loaded in the paper cassette. Click [Print] to print a nozzle check pattern or click [Cancel] to quit.	
Cancel Print	

5. Click **Print**.

6. Check the printed pattern to see if there are gaps in the lines.

### Print head is clean

### Print head needs cleaning


7. If there are no gaps, click **Finish**.

If there are gaps or the pattern is faint, clean the print head.

If you don't see any improvement after cleaning the print head up to 3 times, turn the product off and wait at least 12 hours. Then try cleaning the print head again. If quality still does not improve, run a Power Cleaning. If there is still no improvement, contact Epson support.

Parent topic: Print Head Nozzle Check

### **Related tasks**

Refilling the Ink Tanks Cleaning the Print Head Using a Computer Utility Loading Paper in the Cassette

## **Print Head Cleaning**

If print quality has declined and the nozzle check pattern indicates clogged nozzles, you can clean the print head.

**Note:** You cannot clean the print head if the ink level has reached the lower line on the ink tank, and may not be able to clean it when the ink level in any of the tanks is low. You must refill the ink tank first.

Cleaning the Print Head Using the Product Control Panel Cleaning the Print Head Using a Computer Utility

Parent topic: Print Head Maintenance

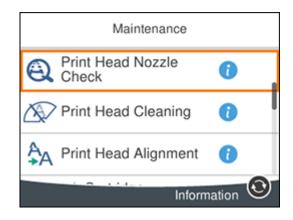
### **Related tasks**

**Refilling the Ink Tanks** 

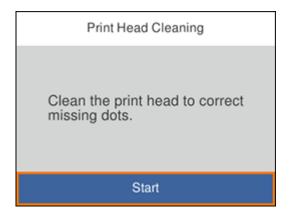
### **Cleaning the Print Head Using the Product Control Panel**

You can clean the print head nozzles using the control panel on your product.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Press the  $\widehat{m}$  home button, if necessary.
- 4. Select Maintenance and press the OK button.



5. Select **Print Head Cleaning** and press the **OK** button.



6. Press the **OK** button to clean the print head. You see a message on the LCD screen during the cleaning cycle.

**Caution:** Never turn off the product or open the printer cover during a cleaning cycle or you may not be able to print.

When the cleaning cycle is finished, you see a message on the LCD screen.

- 7. Select Check and press the OK button.
- 8. Press the **OK** button to run a nozzle check and confirm that the print head is clean.

If you don't see any improvement after cleaning the print head up to 3 times, turn off the product and wait at least 12 hours. Then try cleaning the print head again. If quality still does not improve, run a Power Cleaning. If there is still no improvement, contact Epson support.

Parent topic: Print Head Cleaning

### **Related references**

Where to Get Help

### **Related tasks**

Checking the Nozzles Using the Product Control Panel Loading Paper in the Cassette

### **Cleaning the Print Head Using a Computer Utility**

You can clean the print head using a utility on your Windows or Mac computer.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Do one of the following:
  - Windows: Access the Windows Desktop and right-click the sicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click s.
  - Mac: In the Apple menu or the Dock, select System Preferences. Select Print & Fax, Print & Scan, or Printers & Scanners, select your product, and select Options & Supplies. Select Utility and select Open Printer Utility.
- 4. Select Head Cleaning.

You see a window like this:

* Head Cleaning	×
Click [Start] to dean the print head nozzles. Because deaning consumes some ink, only dean the print head when faint areas or gaps appear in your printout. Use the 'Nozzle Check' utility first to confirm that the print head needs to be deaned.	
Start Cancel	

5. Click **Start** to begin the cleaning cycle.

The  $\bigcirc$  power light flashes throughout the cleaning cycle and stays on when the cleaning cycle is finished.

**Caution:** Never turn off the product or open the printer cover during a cleaning cycle or you may not be able to print.

- 6. When the cleaning cycle is finished, you can check to see if the nozzles are clean; click **Print Nozzle Check Pattern** and click **Print**.
- 7. Check the printed pattern to see if there are gaps in the lines.

### Print head is clean

### Print head needs cleaning

- If there are no gaps, click Finish.
- If there are gaps or the pattern is faint, click **Clean** to clean the print head again.

If you don't see any improvement after cleaning the print head up to 3 times, turn off the product and wait at least 12 hours. Then try cleaning the print head again. If quality still does not improve, run a Power Cleaning. If there is still no improvement, contact Epson support.

Parent topic: Print Head Cleaning

### **Related references**

Where to Get Help

### **Related tasks**

Checking the Nozzles Using a Computer Utility Loading Paper in the Cassette

## **Power Cleaning**

If you still see white or dark lines or missing nozzles in your printouts, even after cleaning the print head several times, you can run a Power Cleaning.

If you do not see improvement after running a Power Cleaning, turn off the product and wait at least 12 hours before running another Power Cleaning.

**Caution:** Running a Power Cleaning consumes a lot of ink, so you should run it only if necessary. Make sure each ink tank is at least one-third full before running a Power Cleaning, or it may damage the product.

**Caution:** Power Cleaning may cause the ink pads to reach their capacity sooner. When an ink pad reaches the end of its service life, the product stops printing and you must contact Epson for support.

Power Cleaning Using the Product Control Panel Power Cleaning Using a Computer Utility

Parent topic: Print Head Maintenance

**Related tasks** 

**Refilling the Ink Tanks** 

### **Power Cleaning Using the Product Control Panel**

You can run a Power Cleaning using the control panel on your product.

After a Power Cleaning, you must turn off the product and wait at least 12 hours before running another Power Cleaning.

- 1. Turn off the product.
- 2. Visually check the ink levels and make sure each ink tank is at least one-third full.

**Caution:** If you run a Power Cleaning when the ink levels are low, you may damage the product.

- 3. Press and hold the <sup>(1)</sup> power button and the <sup>(2)</sup> help button at the same time until the Power Cleaning screen appears on the LCD screen.
- 4. Follow the on-screen instructions to run the Power Cleaning.

5. When the Power Cleaning is finished, run a nozzle check.

If the print quality did not improve, turn off the printer and wait at least 12 hours before running another Power Cleaning.

If the print quality does not improve after running the Power Cleaning utility multiple times, contact Epson for support.

Parent topic: Power Cleaning

### **Related tasks**

### **Refilling the Ink Tanks**

### **Power Cleaning Using a Computer Utility**

You can run a Power Cleaning using a utility on your Windows or Mac computer.

**Note:** After running a Power Cleaning, you must turn off the product and wait at least 12 hours before running another Power Cleaning.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Do one of the following:
  - Windows: Access the Windows Desktop and right-click the sicon for your product in the right side of the Windows taskbar, or click the up arrow and right-click s. Select **Printer Settings** and click the **Maintenance** tab.
  - Mac: In the Apple menu or the Dock, select System Preferences. Select Print & Fax, Print & Scan, or Printers & Scanners, select your product, and select Options & Supplies. Select Utility and select Open Printer Utility.
- 4. Select Power Cleaning.

You see a window like this:

lo Po	wer Cleaning	Х
	Print head deaning may not improve the print quality in the following situations. Consider performing Power Cleaning if: - You printed or performed head deaning when the ink levels were too low to be seen in the ink tank windows. - You performed the nozzle check and head deaning several times and	
	then waited for at least 12 hours without printing, but print quality still did not improve.           Next         Cancel	

- 5. Follow the on-screen instructions to run a Power Cleaning.
- 6. When Power Cleaning is finished, run a nozzle check.

If the print quality did not improve, turn off the product and wait at least 12 hours before running another Power Cleaning.

If the print quality does not improve after running the Power Cleaning utility multiple times, contact Epson for support.

Parent topic: Power Cleaning

Related tasks Refilling the Ink Tanks

# **Print Head Alignment**

If your printouts become grainy or blurry, you notice misalignment of vertical lines, or you see dark or light horizontal bands, you may need to align the print head.

Note: Banding may also occur if your print head nozzles need cleaning.

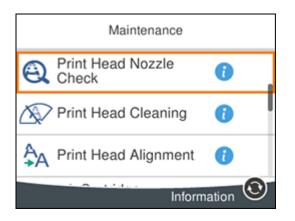
Aligning the Print Head Using the Product Control Panel

Parent topic: Adjusting Print Quality

# Aligning the Print Head Using the Product Control Panel

You can align the print head using the control panel on your product.

- 1. Make sure there are no errors on the LCD screen and the output tray is extended.
- 2. Load a few sheets of plain paper in the product.
- 3. Press the  $\widehat{m}$  home button, if necessary.
- 4. Select Maintenance and press the OK button.



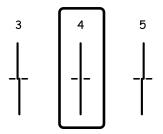
- 5. Select Print Head Alignment and press the OK button.
- 6. Do one of the following:
  - Select Ruled Line Alignment and press the OK button.
  - Select Vertical Alignment and press the OK button.

- Select Horizontal Alignment and press the OK button.
- 7. Press the **OK** button to print an alignment sheet.

**Note:** Do not cancel printing while you are printing a head alignment pattern.

8. Check the printed pattern and select the number representing the most solid printed pattern for each set on the LCD screen.

### **Ruled Line Alignment**



### **Vertical Alignment**



### **Horizontal Alignment**



9. Press the **OK** button when you are finished.

Parent topic: Print Head Alignment Related tasks

Loading Paper in the Cassette

# **Cleaning the Paper Guide**

If you see ink on the back of a printout, you can clean the paper guide rollers to remove any excess ink.

- 1. If printouts are smeared or scuffed, load plain paper in the cassette in this size: Letter (8.5 × 11 inches [216 × 279 mm]) or A4 (8.3 × 11.7 inches [210 × 297 mm]).
- 2. Select Maintenance.

You see a screen like this:

Maintenance		
Rint Head Nozzle Check	0	
Print Head Cleaning	0	
A Print Head Alignment	0	
Inform	ation	0

- 3. Scroll down and select Paper Guide Cleaning.
- 4. Follow the on-screen instructions to clean the paper guide.
- 5. Repeat these steps as necessary until the paper comes out clean.

## Parent topic: Adjusting Print Quality

## **Related tasks**

Cleaning the Print Head Using a Computer Utility Loading Paper in the Cassette

# **Cleaning the Print Head Path**

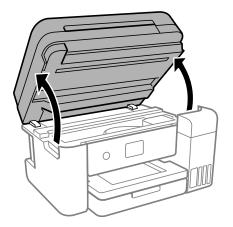
If the print quality has not improved after cleaning and aligning the print head and cleaning the paper path, the print head path inside the printer may be smeared with ink.

To clean the print head path, use the following:

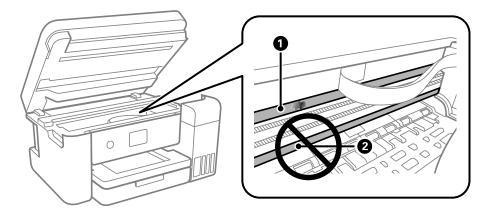
- Several cotton swabs
- 1/4 cup (59 ml) water containing 2 to 3 drops of mild dish detergent
- A small flashlight

Caution: Do not use any other liquid to clean the print head path or you may damage your product.

- 1. Turn off the product.
- 2. Unplug the power cable.
- 3. Disconnect any connected cables.
- 4. Lift up the scanner unit.



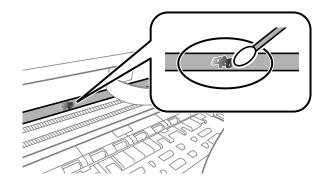
5. Using the flashlight, check the translucent film shown here for ink smears.



- 1 Translucent film
- 2 Print head rail

Caution: Do not touch the print head rail or wipe the grease off of it. You may not be able to print.

6. Moisten a cotton swab with the water and detergent mixture, and squeeze out any excess moisture. Lightly wipe the ink off the translucent film.



**Caution:** Do not press too hard on the film or you may dislocate the anchor springs and damage your product.

- 7. Use a new, dry cotton swab to dry the translucent film.
- 8. Repeat steps 6 and 7 as necessary to clean all ink smears.
- 9. When the translucent film is dry, close the scanner unit.
- 10. Reconnect any disconnected cables, plug in the power cord, and turn on the product.

### Parent topic: Adjusting Print Quality

#### **Related concepts**

**Print Head Cleaning** 

**Print Head Alignment** 

### **Related tasks**

Cleaning the Print Head Using a Computer Utility

# **Checking the Number of Sheets**

You can view an option that displays the number of sheets of paper that have fed through the product.

**Note:** You can also view the number of sheets of paper fed through the product by printing a nozzle check.

Checking the Sheet Counter - Windows Checking the Sheet Counter - Mac

Parent topic: Adjusting Print Quality

## **Checking the Sheet Counter - Windows**

You can check the number of sheets of paper that have fed through the product by checking the sheet counter.

- 1. Access the Windows Desktop and right-click the Si icon for your product in the right side of the Windows taskbar, or click the up arrow and right-click Si.
- 2. Select Printer Settings.
- 3. Click the Maintenance tab.
- 4. Select Printer and Option Information.

You see this window:

Number of Sheets of Paper F	
The number of sheets is disp	olayed when EPSON Status Monitor 3 is enabled.
Total Sheets	•
Borderless Sheets	
	Fed into the ADF played when EPSON Status Monitor 3 is enabled.
Number of Sheets of Paper F The number of sheets is disp Number of Sheets	

5. After checking the number of sheets fed into the printer, click **OK** to close the window.

Note: The number of sheets is displayed only when Epson Status Monitor 3 is enabled.

Parent topic: Checking the Number of Sheets

## **Checking the Sheet Counter - Mac**

You can check the number of sheets of paper that have fed through the product by checking the sheet counter.

- 1. In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, **Print & Scan**, or **Printers & Scanners**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.
- 2. Select Printer and Option Information.

You see this window:

• • •	Epson Printer Utility 4	
EP	SON	
	Printer and Option Information	
Numbe	r of Sheets of Paper Fed into the Printer	
т	otal Sheets	14
Numbe	r of Sheets of Paper Fed into the ADF	
т	otal Sheets	0
		ок

3. After checking the number of sheets fed into the printer, click **OK** to close the window. **Parent topic:** Checking the Number of Sheets

# **Cleaning and Transporting Your Product**

See these sections if you need to clean or transport your product.

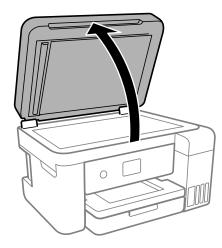
Cleaning Your Product Cleaning the Paper Rollers Transporting Your Product

# **Cleaning Your Product**

To keep your product working at its best, you should clean it several times a year.

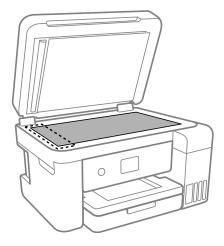
**Caution:** Do not use a hard brush, alcohol, or paint thinner to clean the product or you may damage it. Do not use oil or other lubricants inside the product or let water get inside it.

- 1. Turn off the product.
- 2. Unplug the power cord.
- 3. Disconnect any connected cables.
- 4. Pull out the paper cassette and remove the paper.
- 5. Open the document cover.



6. Clean the scanner glass and the glass area on the left with a soft, lint-free cloth (microfiber is recommended) moistened with a little glass cleaner.

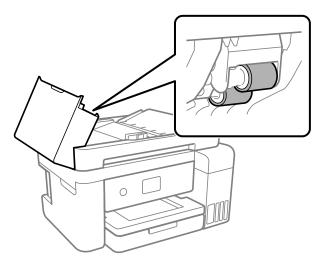
**Caution:** Do not spray glass cleaner directly on the glass and do not press the glass surface with any force.



**Note:** If lines appear on the printout or in scanned images, carefully clean the scanner glass on the left.

7. Close the document cover.

- 8. Open the ADF cover.
- 9. Use a soft, dry, lint-free cloth (microfiber is recommended) to clean the rollers and the interior of the ADF.



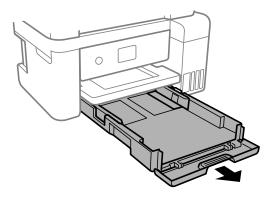
10. Clean the outer case and control panel with a soft, dry cloth. Do not use liquid or chemical cleansers. **Parent topic:** Cleaning and Transporting Your Product

# **Cleaning the Paper Rollers**

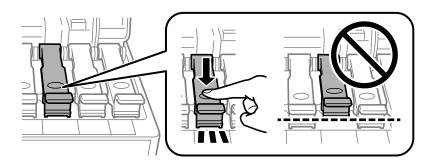
If you encounter repeated paper feed issues from the cassette, clean the paper rollers inside the product.

- 1. Turn off the product.
- 2. Unplug the power cable.
- 3. Disconnect any connected cables.

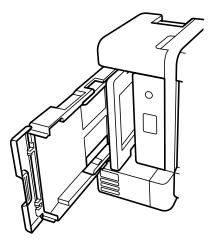
4. Slide out the paper cassette and remove the paper.



5. Make sure the ink tank caps are securely closed.

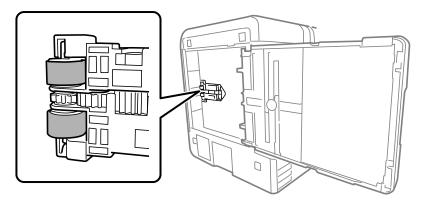


6. Place the product on its side with the ink tank on the bottom.



Warning: Be careful not to trap your fingers under the product.

7. Use a soft, moist cloth to clean the paper rollers, as shown. Rotate the rollers to clean them thoroughly.



8. Return the product to its normal position.

**Caution:** Do not leave the printer on its side for an extended period of time.

9. Replace the paper, slide in the paper cassette, and connect the power cord.

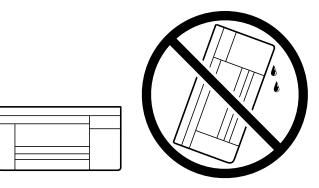
Parent topic: Cleaning and Transporting Your Product

# **Transporting Your Product**

If you need to store your product or transport it some distance, prepare it for transportation as described here.

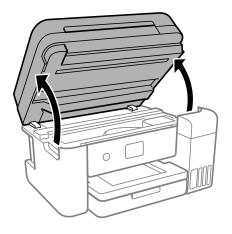
**Caution**: During transportation and storage, follow these guidelines:

• Avoid tilting the product, placing it vertically, or turning it upside down; otherwise ink may leak.

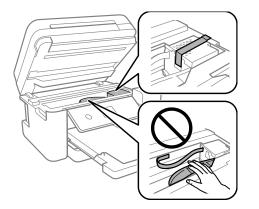


- When storing or transporting an opened ink bottle, do not tilt the bottle and do not subject it to impacts or temperature changes. Otherwise, ink may leak even if the cap on the ink bottle is tightened securely. Keep the ink bottle upright when tightening the cap and keep the bottles level during transportation.
- Do not put opened ink bottles in the box with the product.
- Do not carry the product by its control panel; this may damage the product.
- 1. Turn off the product.
- 2. Remove all the paper from the product.
- 3. Unplug the power cable.
- 4. Disconnect any connected cables.

5. Lift up the scanner unit and check to see if the print head is in the far right position (the home position). If not, turn on the product, wait for the print head to move to the far right, then turn the product off again.

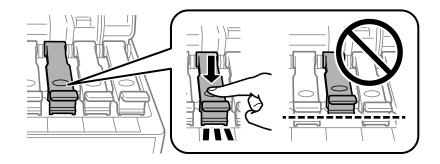


6. Secure the print head to the case with tape.

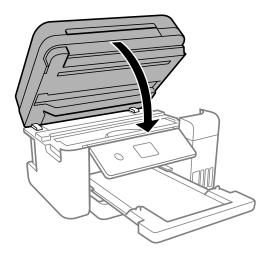


**Caution:** Do not place tape on the white flat cable inside the product; otherwise, you may damage your product.

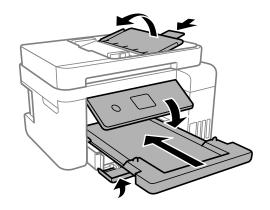
7. Make sure the ink tank caps are securely closed and close the ink tank cover.



8. Lower the scanner unit.



9. Close the ADF document support and the ADF output tray extension. Slide in the output tray, close the front cover, and lower the control panel.



10. Place the product in its original packaging materials, if possible, or use equivalent cushioning around the product.

Be sure to remove the tape from the print head before turning on your product. If print quality has declined when you print again, clean and align the print head.

Parent topic: Cleaning and Transporting Your Product

Related concepts Print Head Cleaning Print Head Alignment

# **Solving Problems**

Check these sections for solutions to problems you may have using your product.

Checking for Software Updates **Product Status Messages** Message Appears Prompting You to Reset Ink Levels Running a Product Check **Resetting Control Panel Defaults** Solving Setup Problems Solving Network Problems Solving Copying Problems Solving Paper Problems Solving Problems Printing from a Computer Solving Page Layout and Content Problems Solving Print Quality Problems Solving Scanning Problems Solving Scanned Image Quality Problems **Uninstall Your Product Software** Where to Get Help

# **Checking for Software Updates**

Periodically, it's a good idea to check Epson's support website for free updates to your product software. Visit epson.com.jm/support and select your product.

- Windows: Your printer software automatically checks for updates. You can also manually update the software by selecting **Software Update** here:
  - Accessing the Windows Desktop and right-clicking the sile icon for your product in the right side of the Windows taskbar, or clicking the up arrow and right-clicking sile.
  - On the Maintenance tab in the printer settings window

You can also update the software by selecting **EPSON Software Updater** in the **EPSON** or **EPSON Software** program group, accessible by the **Start** button, or on the **Start** or **Apps** screens, depending on your version of Windows.

- OS X: You can manually update the software by opening the Applications > Epson Software folder and selecting EPSON Software Updater.
- macOS 10.12.x or 10.13.x: You can manually update the software by opening the App Store, selecting Updates, searching for a software update option for Epson Software, and selecting Update.

Parent topic: Solving Problems

### **Related tasks**

Changing Automatic Update Options

# **Product Status Messages**

You can often diagnose problems with your product by checking the messages on its LCD screen. You can also see help information and how-to instructions on the screen. Press the  $\widehat{m}$  home button, if necessary, and select the  $\widehat{o}$  help button.

LCD screen message	Condition/solution
Printer error. Turn on the printer again. See your documentation for details.	A fatal error has occurred. Turn the product off and then back on again. If the error continues, check for a paper jam. If there is no paper jam, contact Epson for support.
Paper Configuration is disabled. Some features may not be available. For details, see your documentation.	The <b>Paper Setup Auto Display</b> setting must be turned on to use AirPrint.
The printer's ink pad is nearing the end of its service life. Please contact Epson support.	The ink pad is near the end of its service life and the message will be displayed until the ink pad is replaced. Contact Epson for support. (To resume printing, press the � start button.)
The printer's ink pad is at the end of its service life. Please contact Epson support.	The ink pad is at the end of its service life. Turn off the product and contact Epson for support.
To use cloud services, update the root certificate from Web Services.	Access your product's built-in Web Config utility and update the root certificate for your product.

LCD screen message	Condition/solution
Combination of IP address and subnet mask is invalid. See your documentation.	There is a problem with the network connection to your product. Check the solutions in this guide.
Check that the printer driver is installed on the computer and that the port settings for the printer are correct.	Make sure the printer port is selected correctly on the <b>Port</b> tab of the Printer Properties screen (Windows) or the <b>System Properties</b> > <b>USB</b> list (Mac). Select <b>USBXXX</b> for a USB connection or <b>EpsonNet Print Port</b> for a network connection.
Check that the printer driver is installed on the computer and that the USB port settings for the printer are correct.	
Recovery mode	An error has occurred during firmware updating. Connect your product using a USB cable and try updating the firmware again. If you still receive this error message, contact Epson for support.

**Note:** The ink pads in the printer collect, distribute, and contain the ink that is not used on printed pages. During the life of your product it may reach a condition where either satisfactory print quality cannot be maintained or the ink pads have reached the end of their usable life. The Epson Status Monitor, your LCD screen, or lights on the control panel will advise you when these parts need replacing. If this happens during the standard warranty of the product, the exchange of the product or replacement of the pads is covered under the standard warranty. If the product is out of warranty, the pads can be replaced by any Epson authorized service provider. The waste ink pads are not a user-replaceable part.

#### Parent topic: Solving Problems

#### **Related references**

Where to Get Help

### **Related tasks**

Checking for Software Updates

### **Related topics**

Wi-Fi or Wired Networking Solving Paper Problems

### Loading Paper

# **Message Appears Prompting You to Reset Ink Levels**

If you see a message on the LCD screen prompting you to reset the ink levels, do the following:

1. Refill all of the ink tanks or the ink tanks indicated on the LCD screen all the way to the top.

**Note:** Depending on the operating conditions, you may see the ink reset message even when there is still ink in the tanks.

- 2. Select the colors that you refilled on the LCD screen.
- 3. Follow the instructions on the LCD screen to reset the ink levels.

**Note:** The product has a low ink alert system. The accuracy of this system depends on the user refilling the ink tanks correctly. The product cannot directly measure the ink levels in the tanks; instead it estimates the amount of ink remaining by internally monitoring ink usage. The low ink alert system may generate inaccurate messages if the ink tanks are not refilled according to these instructions.

As a precaution, perform regular visual inspections of the ink tanks to ensure ink levels do not fall below the lower line. Continued use of the product when the ink level is below the lower line on the tank could damage the product.

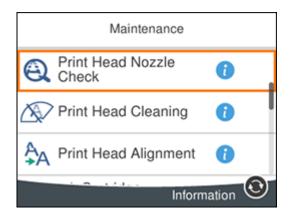
Parent topic: Solving Problems

# **Running a Product Check**

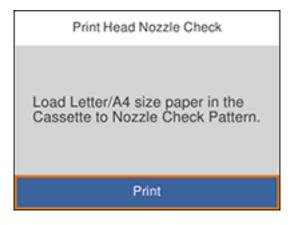
Running a product check helps you determine if your product is operating properly.

- 1. Disconnect any interface cables connected to your product.
- 2. Load plain paper in the product.
- 3. Press the  $\widehat{m}$  home button, if necessary.

4. Select **Maintenance** and press the **OK** button.



5. Select **Print Head Nozzle Check** and press the **OK** button.



6. Press the **OK** button.

The nozzle check pattern is printed.

- 7. Do one of the following, depending on the results of the product check:
  - If the page prints and the nozzle check pattern is complete, the product is operating properly. Any
    operation problem you may have could be caused by your computer, cable, software, or selected

settings. Check the other solutions in this book or try uninstalling and reinstalling your printer software.

- If the page prints but the nozzle check pattern has gaps, clean or align the print head.
- If the page does not print, the product may have a problem. Check the other solutions in this manual. If they do not work, contact Epson.

### Parent topic: Solving Problems

### Related concepts

Print Head Cleaning Print Head Alignment Uninstall Your Product Software

### **Related references**

Where to Get Help

# **Resetting Control Panel Defaults**

If you have a problem with settings on the product control panel, you can reset them to their factory defaults. You can choose which settings to reset or reset them all.

- 1. Press the  $\widehat{m}$  home button, if necessary.
- 2. Press the arrow buttons to select **Settings** and press the **OK** button.
- 3. Select Restore Default Settings and press the OK button.

Restore Default Settings	
Network Settings	
Copy Settings	
Scan Settings	
Clear All Data and Settings	

- 4. Select one of these options:
  - Network Settings: Resets all network settings.
  - · Copy Settings: Resets all copy settings.
  - Scan Settings: Resets all scan settings.
  - **Clear All Data and Settings**: Resets all control panel settings and any stored information. You see a confirmation screen.
- 5. Select **Yes** to reset the selected settings. (Select **No** if you want to cancel the operation.) **Parent topic:** Solving Problems

# **Solving Setup Problems**

Check these sections if you have problems while setting up your product.

Noise After Filling the Ink Software Installation Problems Control Panel Setup Problems **Parent topic:** Solving Problems

## Noise After Filling the Ink

If you hear noises from your product after filling the ink tanks with ink, check these explanations:

- The first time you fill the tanks with ink, the product must charge its print head. Wait until charging finishes before you turn off the product, or it may charge improperly and use excess ink the next time you turn it on. Your product is finished charging the print head when the  $\circlearrowright$  power light stops flashing.
- If the product's print head stops moving or making noise, and the charging process has not finished after approximately 20 minutes, turn off your product. Turn it back on and check to see if charging is still in progress. If it is still in progress, contact Epson for help.

Parent topic: Solving Setup Problems

## **Software Installation Problems**

If you have problems while installing your product software, try these solutions:

• Make sure your product is turned on and any necessary cables are securely connected at both ends. If you still have problems installing software, disconnect the cable and carefully follow the instructions on the *Start Here* sheet. Also make sure your system meets the requirements for your operating system.

- Close any other programs, including screen savers and virus protection software, and install your product software again.
- In Windows, make sure your product is selected as the default printer and the correct port is shown in the printer properties.
- If you see any error message or your software does not install correctly in Windows, you may not have software installation privileges. Contact your system administrator.

Parent topic: Solving Setup Problems

Related concepts Uninstall Your Product Software

#### **Related references**

Windows System Requirements Mac System Requirements

## **Control Panel Setup Problems**

If you have problems setting up the control panel, try these solutions:

- To view LCD screen text in a different language, select a different language setting for the panel.
- To adjust the position of the control panel, carefully raise or lower it.

Parent topic: Solving Setup Problems

### **Related tasks**

Changing LCD Screen Language Adjusting the Screen Brightness

## **Solving Network Problems**

Check these solutions if you have problems setting up or using your product on a network.

**Note:** Breakdown or repair of this product may cause loss of network data and settings. Epson is not responsible for backing up or recovering data and settings during or after the warranty period. We recommend that you make your own backup or print out your network data and settings.

Product Cannot Connect to a Wireless Router or Access Point Network Software Cannot Find Product on a Network Product Does Not Appear in Mac Printer Window Cannot Print Over a Network

### Cannot Scan Over a Network

Parent topic: Solving Problems

## **Product Cannot Connect to a Wireless Router or Access Point**

If your product has trouble finding or connecting to a wireless router or access point, try these solutions:

- If you are connecting the product via Wi-Fi Protected Setup (WPS) and the Wi-Fi icon on your product's LCD screen is not lit or does not appear, make sure you select one of the WPS options from the product control panel within 2 minutes of pressing the WPS button on your router.
- Make sure to place your product within contact range of your 2.4 GHz router or access point. Avoid placing your product near a microwave oven, 2.4 GHz cordless phone, or large metal object, such as a filing cabinet.

**Note:** If you are using a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. If your router uses a single network name (SSID) for both the 2.4 GHz and 5 GHz band, give each band its own network name (SSID) instead, such as Home Network 2.4 GHz and Home Network 5 GHz. See your router documentation or contact your internet service provider for instructions.

- Verify that your router or access point is operating correctly by connecting to it from your computer or another device.
- You may need to disable the firewall and any anti-virus software on your wireless router or access point.
- Check to see if access restrictions, such as MAC address filtering, are set on the router or access point. If access restrictions are set, add your product's MAC address to your router's address list. To obtain your product's MAC address, print a network status sheet. Then follow the instructions in your router or access point documentation to add the address to the list.
- If your router or access point does not broadcast its network name (SSID), follow the instructions that came with your product to enter your wireless network name manually.
- If your router or access point has security enabled, determine the kind of security it is using and any required password or passphrase for connection. Then make sure to enter the exact WEP key or WPA passphrase correctly.
- Check if your computer is restricting the available wireless channels. If so, verify that your wireless access point is using one of the usable channels and change to a usable channel, if necessary.
- If you are using a Wi-Fi Direct connection that suddenly disconnects, the Wi-Fi direct password on your device may have been changed. If necessary, delete the existing **DIRECT-xxxxxxx** connection settings from your device and enter a new password. See your device documentation for instructions.

• If you connected your product to a Windows computer using Wi-Fi Direct and it automatically selected Access Point Mode, you may have trouble accessing a low-priority Internet connection. Check the network connection or adapter settings in the Windows Control Panel and set the **Internet metric** setting to **100** for your version of the Internet Protocol.

Parent topic: Solving Network Problems

### **Related concepts**

Wi-Fi Direct Mode Setup

### **Related tasks**

Selecting Wireless Network Settings from the Control Panel Printing a Network Status Sheet

### **Related topics**

Wi-Fi or Wired Networking

## **Network Software Cannot Find Product on a Network**

If EpsonNet Setup cannot find your product on a network, try these solutions:

- Make sure your product is turned on and connected to your network. Verify connection using your product control panel.
- Check if your network name (SSID) contains non-ASCII characters. Your product cannot display non-ASCII characters.
- Make sure your product is not connected to a guest network.
- If necessary, reinstall your product software and try running EpsonNet Setup again:
  - 1. Reset your product's network settings to their factory defaults.
  - 2. Windows only: Uninstall your product software.
  - 3. Initialize your router following the instructions in your router documentation.

**Note:** If you are reading these instructions online, you will lose your Internet connection when you initialize your router, so note the next step before initializing it.

- 4. Download your product software from the Epson website using the instructions on the *Start Here* sheet.
- If you have replaced your router, reinstall your product software to connect to the new router.

**Note:** If you are using a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. If your router uses a single network name (SSID) for both the 2.4 GHz and 5 GHz band, give each band its own network name (SSID) instead, such as Home Network 2.4 GHz and Home Network 5 GHz. See your router documentation or contact your internet service provider for instructions.

• Check to see if your wireless router or access point has an enabled Privacy Separator function that is preventing detection of your device over the network. See your router or access point documentation for instructions on disabling the Privacy Separator function.

Parent topic: Solving Network Problems

Related concepts Uninstall Your Product Software

#### **Related topics**

Wi-Fi or Wired Networking

### **Product Does Not Appear in Mac Printer Window**

If your product does not appear in the Mac printer window, try these solutions:

- Turn your product off, wait 30 seconds, then turn it back on again.
- If you are connecting the product via Wi-Fi Protected Setup (WPS) and the Wi-Fi icon on your product's LCD screen is not lit, make sure you select one of the WPS options from the product control panel within 2 minutes of pressing the WPS button on your router.
- If you are connecting the product wirelessly via EpsonNet Setup and the Wi-Fi icon does not appear lit
  on your LCD screen, make sure your product software was installed correctly. If necessary, reinstall
  your software.

**Note:** If you are using a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. If your router uses a single network name (SSID) for both the 2.4 GHz and 5 GHz band, give each band its own network name (SSID) instead, such as Home Network 2.4 GHz and Home Network 5 GHz. See your router documentation or contact your internet service provider for instructions.

Parent topic: Solving Network Problems

#### **Related concepts**

Uninstall Your Product Software

## **Cannot Print Over a Network**

If you cannot print over a network, try these solutions:

- Make sure that your product is turned on.
- Make sure you install your product's network software as described in your product documentation.
- Print a network status sheet and verify that the network settings are correct. If the network status is **Disconnected**, check any cable connections and turn your product off and then on again.
- If you are using TCP/IP, make sure the product's IP address is set correctly for your network. If your network does not assign IP addresses using DHCP, set the IP address manually.
- Make sure your computer and product are both using the same wireless network.
- If network printing is slow, print a network status sheet and check the signal strength. If it is poor, place your product closer to your router or access point. Avoid placing your product near a microwave oven, 2.4 GHz cordless phone, or large metal object, such as a filing cabinet.

**Note:** If you are using a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. If your router uses a single network name (SSID) for both the 2.4 GHz and 5 GHz band, give each band its own network name (SSID) instead, such as Home Network 2.4 GHz and Home Network 5 GHz. See your router documentation or contact your internet service provider for instructions.

- Check to see if your wireless router or access point has an enabled Privacy Separator function that is preventing printing from a device over the network. See your router or access point documentation for instructions on disabling the Privacy Separator function.
- If you are connecting the product wirelessly via EpsonNet Setup and the Wi-Fi connection icon is not lit or does not appear on the product's LCD screen, make sure your product software was installed correctly. If necessary, reinstall your software.

Parent topic: Solving Network Problems

#### **Related references**

Cannot Scan Over a Network

#### **Related tasks**

Printing a Network Status Sheet

#### **Related topics**

Wi-Fi or Wired Networking

### **Cannot Scan Over a Network**

If you cannot start Epson Scan 2 for scanning over a network, try these solutions:

 If you cannot scan from your product control panel, make sure you restarted your computer after installing the product software. Make sure the Event Manager program is not being blocked by your firewall or security software.

**Note:** If you are using a 5 GHz wireless router, set the router to operate in dual band (2.4 GHz and 5 GHz) mode. If your router uses a single network name (SSID) for both the 2.4 GHz and 5 GHz band, give each band its own network name (SSID) instead, such as Home Network 2.4 GHz and Home Network 5 GHz. See your router documentation or contact your internet service provider for instructions.

- If you are scanning a large original at a high resolution, a network communication error may occur. Try scanning again at a lower resolution.
- If network communication was interrupted while starting Epson Scan 2, exit Epson Scan 2, wait a few seconds, and restart it. If Epson Scan 2 cannot restart, turn off your product, turn it back on, and try restarting Epson Scan 2 again.
- Check the scanner setting and reset the connection if necessary using Epson Scan 2 Utility:

Windows 10: Click and select EPSON > Epson Scan 2 Utility. Make sure your product is selected. If necessary, select the Other tab and click Reset.

Windows 8.x: Navigate to the Apps screen, select EPSON, and select Epson Scan 2 Utility. Make sure your product is selected. If necessary, select the Other tab and click Reset.

Windows (other versions): Click 🖤 or Start > All Programs or Programs > EPSON > Epson Scan 2 > Epson Scan 2 Utility. Make sure your product is selected. If necessary, select the Other tab and click Reset.

Mac: Open the Applications folder, click Epson Software, and click Epson Scan 2 Utility. Make sure your product is selected. If necessary, select the Other tab and click Reset.

• You may need to disable the firewall and any anti-virus software on your wireless router or access point.

Parent topic: Solving Network Problems

#### **Related tasks**

Starting a Scan Using the Product Control Panel Starting a Scan Using the Epson Scan 2 Icon

## **Solving Copying Problems**

Check these solutions if you have problems copying with your product.

Product Makes Noise, But Nothing Copies

Product Makes Noise When It Sits for a While

Parent topic: Solving Problems

## **Product Makes Noise, But Nothing Copies**

If your product makes a noise, but nothing copies, try these solutions:

- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- If the nozzle check page does not print, but the product's power is on, make sure your product software is installed correctly.
- Make sure your product is level (not tilted).

Parent topic: Solving Copying Problems

Related concepts Print Head Nozzle Check

Print Head Cleaning

## Product Makes Noise When It Sits for a While

Your product is performing routine maintenance. This is normal.

Parent topic: Solving Copying Problems

## **Solving Paper Problems**

Check these sections if you have problems using paper with your product.

Paper Feeding Problems

Paper Jams Inside the Printer

Paper Ejection Problems

Parent topic: Solving Problems

## Paper Feeding Problems

If you have problems feeding paper, try these solutions:

- Make sure the paper cassette is inserted all the way in the printer.
- If paper does not feed correctly, remove and reload it in the cassette and adjust the edge guides. Make sure the paper stack is not above the tab on the edge guides inside the cassette.
- If multiple pages feed at once, remove the paper, fan the edges to separate the sheets, and reload it.
- Do not load more than the recommended number of sheets.
- Make sure your paper meets the specifications for your product.
- If paper jams when you print on both sides of the paper, try loading fewer sheets.
- For best results, follow these guidelines:
  - Use new, smooth, high-quality paper that is not curled, creased, old, too thin, or too thick.
  - Load paper in the cassette printable side down.
  - Follow any special loading instructions that came with the paper.

Parent topic: Solving Paper Problems

#### **Related references**

Paper Jams Inside the Printer

## Paper Jams Inside the Printer

If you see a message that paper has jammed in the product, follow the on-screen instructions to locate and remove the jammed paper.

Take the following precautions when removing jammed paper from the printer:

- Remove the jammed paper carefully. Using too much force may damage the printer.
- Unless specifically instructed, avoid tilting the printer, placing it on its side, or turning it upside down, as ink may spill.

**Warning:** Never touch the buttons on the control panel while your hand is inside the product. If the product starts operating, it may cause an injury. Do not touch any protruding parts inside the product.

Parent topic: Solving Paper Problems

### **Paper Ejection Problems**

If you have problems with paper ejecting properly, try these solutions:

- If paper does not eject fully, you may have set the wrong paper size. Cancel printing to eject the paper. Select the correct paper size when you reprint.
- If paper is wrinkled when it ejects, it may be damp or too thin. Load new paper and be sure to select the correct paper type setting when you reprint.

#### Parent topic: Solving Paper Problems

#### **Related references**

Paper Jams Inside the Printer Paper or Media Type Settings - Printing Software Paper Type Settings - Control Panel

#### **Related topics**

Loading Paper

## **Solving Problems Printing from a Computer**

Check these sections if you have problems while printing from your computer.

**Note:** When printing using AirPrint, the available print settings are different from those covered in this manual. See the Apple website for details.

Nothing Prints Product Icon Does Not Appear in Windows Taskbar Printing is Slow

Parent topic: Solving Problems

## **Nothing Prints**

If you have sent a print job and nothing prints, try these solutions:

- Make sure your product is turned on.
- Make sure any interface cables are connected securely at both ends.
- If you connected your product to a USB hub, make sure it is a first-tier hub. If it still does not print, connect your product directly to your computer instead of the hub.
- Make sure the printer status is not offline or pending.

- Run a product check to see if a test page prints. If the test page prints, check to see if your product software is installed correctly.
- In Windows, make sure your product is selected as the default printer.
- In Windows, delete all jobs from the Windows Spooler. Click **Print Queue** on the Maintenance tab in the printer settings window, and cancel any stalled print jobs.
- On a Mac, make sure the printer is not paused.

Parent topic: Solving Problems Printing from a Computer

#### **Related tasks**

Running a Product Check

## Product Icon Does Not Appear in Windows Taskbar

If you do not see your product icon in the Windows taskbar, first try restarting your computer. If that does not work, try this solution:

- 1. Do one of the following:
  - Windows 10: Click and select (Settings) > Devices > Printers & scanners. Select your product name and select Manage > Printing preferences.
  - Windows 8.x: Navigate to the Apps screen and select Control Panel > Hardware and Sound > Devices and Printers. Right-click your product name, select Printing Preferences, and select your product name again if necessary.
  - Windows 7: Click <sup>10</sup> and select **Devices and Printers**. Right-click your product name, select **Printing Preferences**, and select your product name again if necessary.
  - Windows Vista: Click , select Control Panel, and click Printer under Hardware and Sound. Right-click your product name, select Printing Preferences, and select your product name again if necessary.
- 2. Click the **Maintenance** tab.
- 3. Click the **Extended Settings** button.
- 4. Select Enable EPSON Status Monitor 3 and click OK.
- 5. Click the **Monitoring Preferences** button.
- 6. Click the checkbox for the option that adds the shortcut icon to the taskbar.
- 7. Click **OK** to close the open program windows.

Parent topic: Solving Problems Printing from a Computer

## **Printing is Slow**

If printing becomes slow, try these solutions:

- Make sure your system meets the requirements for your operating system. If you are printing a highresolution image, you may need more than the minimum requirements. If necessary, increase your system's memory.
- If you are using Windows 7, close the Devices and Printers window before you print.
- On a Mac, make sure you download and install the Epson printer driver.
- Make sure **Quiet Mode** is turned off.
- Clear space on your hard drive or run a defragmentation utility to free up existing space.
- Close any programs you are not using when you print.
- If your product is connected to a USB hub, connect it directly to your computer instead.
- If printing becomes slower after printing continuously for a long time, the product may have automatically slowed down to protect the print mechanism from overheating or becoming damaged. Let the product rest with the power on for 30 minutes, then try printing again.

For the fastest printing, select the following settings in your product software:

- Turn on any high speed settings in your product software.
- Select a lower print quality setting.
- Windows: Click the Maintenance or Utility tab, select Extended Settings or Speed and Progress, and select the following settings:
  - Always Spool RAW Datatype
  - Page Rendering Mode
  - Print as Bitmap
- Windows: Select Printer Properties, click the More Options tab and make sure the High Speed setting is enabled.
- Mac: Select System Preferences, select Printers & Scanners, then select your product. Select Options & Supplies, then select Options (or Driver) and enable the High Speed Printing setting.

If printing is still slow and you are using Windows 7 or Windows Vista, try the following:

1. Click 🔮 and select **Computer** or **My Computer**. Double-click the **C:** drive and open these folders: **ProgramData > EPSON > PRINTER**.

Note: If you do not see the ProgramData folder, open the Organize menu and select Folder and search options. In the window that appears, click the View tab, select Show hidden files, folders, and drives in the Advanced settings list, and click OK.

2. Right-click the EPAUDF01.AUD file and select Delete.

3. Restart your computer and try printing again.

Parent topic: Solving Problems Printing from a Computer

#### **Related references**

Paper or Media Type Settings - Printing Software Windows System Requirements Mac System Requirements

#### **Related tasks**

Selecting Basic Print Settings - Windows Selecting Extended Settings - Windows Selecting Basic Print Settings - Mac Selecting Printing Preferences - Mac

## **Solving Page Layout and Content Problems**

Check these sections if you have problems with the layout or content of your printed pages.

**Note:** When printing using AirPrint, the available print settings are different from those covered in this manual. See the Apple website for details.

Inverted Image Too Many Copies Print Blank Pages Print Incorrect Margins on Printout Border Appears on Borderless Prints Incorrect Characters Print Incorrect Image Size or Position Slanted Printout **Parent topic:** Solving Problems

### **Inverted Image**

If your printed image is inverted unexpectedly, try these solutions:

- Turn off any mirror or inversion settings in your printing application.
- Turn off the **Mirror Image**, **Flip horizontally**, or **Reverse page orientation** settings in your printer software. (This option has different names, depending on your operating system version.)

Parent topic: Solving Page Layout and Content Problems

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Additional Layout and Print Options - Windows

## **Too Many Copies Print**

Make sure that the **Copies** setting in your printing program or printer software is not set for multiple copies.

Parent topic: Solving Page Layout and Content Problems

## **Blank Pages Print**

If blank pages print unexpectedly, try these solutions:

- Make sure you selected the correct paper size settings in your printing program and printer software.
- If a blank page exists in a document you are printing and you want to skip printing it, select the **Skip Blank Page** setting in your printer software, if available.
- Run a print head nozzle check to see if any of the nozzles are clogged. Then clean the print head, if necessary.
- Make sure your product is selected as the printer in your printing program.
- You may need to refill the ink. Visually check the ink levels.

Parent topic: Solving Page Layout and Content Problems

#### **Related concepts**

Print Head Nozzle Check Print Head Cleaning

#### **Related references**

Paper or Media Type Settings - Printing Software Paper Type Settings - Control Panel

#### **Related topics**

Loading Paper

### **Incorrect Margins on Printout**

If your printed page has incorrect margins, try these solutions:

- Make sure you selected the correct paper size settings in your printing program and printer software.
- Make sure you selected the correct margins for your paper size in your printing program.
- · Make sure your paper is positioned correctly for feeding into the product.

You can use the preview option in your printer software to check your margins before you print.

Parent topic: Solving Page Layout and Content Problems

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Page Setup Settings - Mac

#### **Related topics**

Loading Paper

## **Border Appears on Borderless Prints**

If you see a border on borderless prints, try these solutions:

• Make sure you are printing on a compatible borderless paper type and size.

**Note:** For custom paper sizes, make sure you select a supported borderless page width.

- Windows: Make sure you selected the Borderless setting in your printer software.
- Mac: Make sure you selected the Borderless checkbox or a paper size with a Borderless option in your printer software.
- Adjust the **Expansion** setting to adjust the amount of image expansion on the edges of borderless prints.
- Make sure the image size and the paper size are set correctly; if the image is small, the enlargement may not be enough to cover the paper.
- Access the Extended Settings (Windows) or Printing Preferences (Mac) and select **Remove White Borders**.

Parent topic: Solving Page Layout and Content Problems

Related tasks Selecting Basic Print Settings - Mac

Selecting Basic Print Settings - Windows

## **Incorrect Characters Print**

If incorrect characters appear in your prints, try these solutions before reprinting:

- Make sure any cables are securely connected at both ends.
- In Windows, delete all jobs from the Windows Spooler. Click **Print Queue** on the Maintenance tab in the printer settings window, and cancel any stalled print jobs.
- If your product is connected to a USB hub, connect it directly to your computer instead.
- If your computer entered sleep mode the last time you printed, the next print job after your computer exits sleep mode may contain garbled characters. Print your document again.
- If incorrect characters still appear in your prints, try connecting your product using a different cable.

Parent topic: Solving Page Layout and Content Problems

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Page Setup Settings - Mac

## **Incorrect Image Size or Position**

If your printed image is the wrong size or in the wrong position, try these solutions:

- Make sure you selected the correct paper size and layout settings in your printing program and printer software.
- Make sure you selected the correct paper size on the control panel.
- Make sure your paper is positioned correctly for feeding into the printer.
- Clean the scanner glass and document cover.
- If the edges of a copy are cropped, slightly move the original away from the edges of the scanner glass.
- Make sure you selected the correct margins for your paper size in your printing program.
- Be sure to select the correct **Original Size** setting for your original in the Copy settings.

You can use the preview option in your printer software to check your margins before you print.

Parent topic: Solving Page Layout and Content Problems

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Page Setup Settings - Mac

#### **Related topics**

Loading Paper

## **Slanted Printout**

If your printouts are slanted, try these solutions:

- Slide the edge guide against the edge of the paper.
- Select a higher print quality setting in your printer software.
- Turn off any high speed settings in your product software.
- Align the print head.
- Make sure the product is not printing while tilted or at an angle.

Parent topic: Solving Page Layout and Content Problems

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows

#### **Related topics**

Loading Paper

## **Solving Print Quality Problems**

Check these sections if your printouts have problems with print quality, but your image looks fine on your computer screen.

**Note:** When printing using AirPrint, the available print settings are different from those covered in this manual. See the Apple website for details.

White or Dark Lines in Printout Blurry or Smeared Printout Faint Printout or Printout Has Gaps Grainy Printout Incorrect Colors Parent topic: Solving Problems Related topics Solving Scanned Image Quality Problems

### White or Dark Lines in Printout

If you notice white or dark lines in your prints (also called banding), try these solutions before you reprint:

- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- Make sure the paper type setting matches the type of paper you loaded.
- Make sure you loaded the printable side of the paper correctly for your product.
- Turn off any high speed settings in your product software.
- · Adjust the print quality in the product software.
- You may need to refill the ink. Visually check the ink levels.
- If you have not used the product for a long time, run the Power Cleaning utility.

**Note:** Power Cleaning consumes a lot of ink, so run this utility only if you cannot improve print quality by cleaning the print head.

#### Parent topic: Solving Print Quality Problems

#### **Related concepts**

Print Head Nozzle Check Print Head Cleaning Power Cleaning Print Head Alignment

#### **Related references**

Paper or Media Type Settings - Printing Software

#### **Related tasks**

Selecting Printing Preferences - Mac Refilling the Ink Tanks

#### **Related topics**

Loading Paper

### **Blurry or Smeared Printout**

If your printouts are blurry or smeared, try these solutions:

- Make sure your paper is not damp, curled, old, or loaded incorrectly in your product.
- Use a support sheet with special paper, or load special paper one sheet at a time.
- Make sure your paper meets the specifications for your product.
- Use Epson papers to ensure proper saturation and absorption of genuine Epson inks.
- Make sure the paper type setting in your product software matches the type of paper you loaded.
- Make sure you loaded the printable side of the paper correctly for your product.
- Remove each sheet from the output tray as it is printed.
- Avoid handling printouts on glossy paper right after printing to allow the ink to set.
- Turn off any high speed settings in your product software.
- If you print on both sides of a sheet of paper, smudges may appear on the reverse side of heavily saturated or dark images. If one side of a sheet will contain a lighter image or text, print that side first. Adjust the **Print Density** and/or **Increase Ink Drying Time** settings.
- If printed copies are smeared, lower the copy density setting on the product control panel.
- The ink levels may be low and you may need to refill the ink. Visually check the ink levels.
- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- Align the print head.
- Adjust the print quality in the product software.
- Clean the paper path.
- If you printed when the ink levels were too low to be seen in the ink tank windows, refill the ink tanks to the upper lines and run the Power Cleaning utility. Then run a nozzle check to see if print quality has improved.
- If you have not used the product for a long time, run the Power Cleaning utility.

**Note:** Power Cleaning consumes a lot of ink, so run this utility only if you cannot improve print quality by cleaning the print head.

**Note:** Your product will not operate properly while tilted at an angle. Place it on a flat, stable surface that extends beyond the base of the product in all directions.

#### Parent topic: Solving Print Quality Problems

#### **Related concepts**

Print Head Nozzle Check

Print Head Cleaning

Print Head Alignment

#### **Related references**

Paper Specifications Available Epson Papers

#### **Related tasks**

Selecting Additional Layout and Print Options - Windows Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Printing Preferences - Mac Selecting Extended Settings - Windows Cleaning the Paper Guide

## Faint Printout or Printout Has Gaps

If your printouts are faint or have gaps, try these solutions:

- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- The ink levels may be low. Visually check the ink levels.
- Make sure the paper type setting matches the type of paper you loaded.
- Make sure your paper is not damp, curled, old, or loaded incorrectly in your product.
- Align the print head.
- Adjust the print quality in the product software.
- Clean the paper path.
- If you have not used the product for a long time, run the Power Cleaning utility.

**Note:** Power Cleaning consumes a lot of ink, so run this utility only if you cannot improve print quality by cleaning the print head.

#### Parent topic: Solving Print Quality Problems

#### **Related concepts**

Print Head Cleaning Print Head Alignment Print Head Nozzle Check

#### **Related references**

Paper or Media Type Settings - Printing Software Paper Type Settings - Control Panel

#### **Related tasks**

Cleaning the Paper Guide Refilling the Ink Tanks

#### **Related topics**

Loading Paper

### **Grainy Printout**

If your printouts are grainy, try these solutions:

- Make sure you loaded the printable side of the paper correctly for your product.
- Select a higher print quality setting and turn off any high speed settings in your product software.
- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- Align the print head.
- Adjust the print quality.
- You may need to increase the image resolution or print a smaller size; see your software documentation.

**Note:** Images from the Internet may be low resolution and not result in a high quality printout.

• If you enlarged the image size in an image-editing program, you need to increase the image resolution setting to retain a high image quality. Increase the image resolution by the same amount you increase

the image size. For example, if the image resolution is 300 dpi (dots per inch) and you will double the image size for printing, change the resolution setting to 600 dpi.

**Note:** Higher resolution settings result in larger file sizes, which take longer to process and print. Consider the limitations of your computer system when selecting a resolution, and select the lowest possible resolution that produces acceptable quality to keep file sizes manageable.

#### Parent topic: Solving Print Quality Problems

#### **Related concepts**

Print Head Nozzle Check Print Head Cleaning Print Head Alignment

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Printing Preferences - Mac Selecting Additional Layout and Print Options - Windows

### **Incorrect Colors**

If your printouts have incorrect colors, try these solutions:

- Make sure the paper type setting matches the paper you loaded.
- Make sure the **Grayscale** setting is not selected in your printer software.
- If you selected **Standard-Vivid** (Windows) or **Normal-Vivid** (Mac) as the quality setting in the printer software, try selecting **Standard** (Windows) or **Normal** (Mac) instead.
- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.
- The ink levels may be low and you may need to refill the ink. Visually check the ink levels.
- If you printed when the ink levels were too low to be seen in the ink tank windows, refill the ink tanks to the upper lines and run the Power Cleaning utility. Then run a nozzle check to see if print quality has improved.
- After you print, the colors in your printout need time to set as the ink dries. During this time, the colors
  may look different than you expect. To speed up drying time, do not stack your printouts on top of each
  other.

- Your printed colors can never exactly match your on-screen colors. However, you can use a color
  management system to get as close as possible. Try using the color management options in your
  printer software.
- For best results, use genuine Epson ink and paper.
- If you have not used the product for a long time, run the Power Cleaning utility.

**Note:** Power Cleaning consumes a lot of ink, so run this utility only if you cannot improve print quality by cleaning the print head.

Parent topic: Solving Print Quality Problems

**Related concepts** 

Print Head Nozzle Check Print Head Cleaning Power Cleaning

#### **Related references**

Available Epson Papers

#### **Related tasks**

Selecting Basic Print Settings - Mac Selecting Basic Print Settings - Windows Selecting Additional Layout and Print Options - Windows Refilling the Ink Tanks Managing Color - Mac

## **Solving Scanning Problems**

Check these solutions if you have problems scanning with your product.

Scanning Software Does Not Operate Correctly

Cannot Start Epson Scan 2

Parent topic: Solving Problems

## Scanning Software Does Not Operate Correctly

If your scanning software does not operate correctly, try these solutions:

 Make sure your computer has adequate memory and meets the system requirements for your operating system.

- Make sure your computer is not running in a power-saving mode, such as sleep or standby. If so, wake your system and restart your scanning software.
- If you upgraded your operating system but did not reinstall your scanning software, try reinstalling it.
- In Windows, make sure your product is listed as a valid device in the **Scanners and Cameras** control panel.

Parent topic: Solving Scanning Problems

#### Related concepts

Uninstall Your Product Software

#### **Related references**

Windows System Requirements Mac System Requirements

### **Cannot Start Epson Scan 2**

If you cannot start Epson Scan 2, try these solutions:

- Make sure your product is turned on and any interface cables are securely connected at both ends.
- Make sure Epson Scan 2 is selected as your scanning program.
- Make sure your computer is not running in a power-saving mode, such as sleep or standby. If so, wake your system and restart Epson Scan 2.
- · Check the connection setting and test the connection using Epson Scan 2 Utility:

Windows 10: Click and select EPSON > Epson Scan 2 Utility. Make sure the correct product is selected. If necessary, select the Other tab and click Reset.

Windows 8.x: Navigate to the Apps screen and select Epson Scan 2 Utility. Make sure the correct product is selected. If necessary, select the Other tab and click Reset.

Windows (other versions): Click <sup>1</sup> or Start > All Programs or Programs > EPSON > Epson Scan 2 > Epson Scan 2 Utility. Make sure the correct product is selected. If necessary, select the Other tab and click Reset.

Mac: Open the Applications folder, click Epson Software, and click Epson Scan 2 Utility. Make sure the correct product is selected. If necessary, select the Other tab and click Reset.

- Make sure you do not have multiple versions of Epson Scan 2 installed. If you do, uninstall both versions and install one version.
- If you upgraded your operating system but did not reinstall Epson Scan 2, try reinstalling it.

Parent topic: Solving Scanning Problems Related topics Starting a Scan

## **Solving Scanned Image Quality Problems**

Check these sections if a scanned image on your computer screen has a quality problem.

Image Consists of a Few Dots Only Line of Dots Appears in All Scanned Images Straight Lines in an Image Appear Crooked Image is Distorted or Blurry Image Colors are Patchy at the Edges Image is Too Dark Back of Original Image Appears in Scanned Image Ripple Patterns Appear in an Image Scanned Image Colors Do Not Match Original Colors Scanned Image Edges are Cropped **Parent topic:** Solving Problems

## Image Consists of a Few Dots Only

If your scanned image consists only of a few dots, try these solutions:

- Make sure you placed your original for scanning facing the correct way.
- If you are scanning using the Epson Scan 2 Black & White setting, adjust the Threshold setting and scan again.

Parent topic: Solving Scanned Image Quality Problems

## Line of Dots Appears in All Scanned Images

If a line of dots appears in all your scanned images, clean the scanner glass with a soft, dry, lint-free cloth or use a small amount of glass cleaner on the cloth, if necessary. Paper towels are not recommended.

Caution: Do not spray glass cleaner directly on the scanner glass.

If you are scanning from the ADF, try cleaning the ADF and scan again.

Parent topic: Solving Scanned Image Quality Problems

### Straight Lines in an Image Appear Crooked

If straight lines in an original appear crooked in a scanned image, make sure to place your original straight when you scan it.

If you are scanning from the ADF, try cleaning the ADF and scan again.

Parent topic: Solving Scanned Image Quality Problems

#### **Related tasks**

Placing Originals on the Scanner Glass

### Image is Distorted or Blurry

If a scanned image appears distorted or blurry, try these solutions:

- Make sure your original is not wrinkled or warped. This may prevent the original from laying flat on the scanner glass.
- Do not move your original or your product during scanning.
- Your product will not operate properly while tilted at an angle. Place your product on a flat, stable surface that extends beyond its base in all directions.
- Adjust these Epson Scan 2 settings (if available) and try scanning again:
  - Increase the **Resolution** setting.
  - If the Image Type setting is Black & White, adjust the Threshold setting.
  - Select the Unsharp Mask setting.
  - If the Image Type setting is Black & White, select Text Enhancement. If the Image Type setting is Color or Grayscale, change the Text Enhancement setting to High.

Parent topic: Solving Scanned Image Quality Problems

#### **Related references**

Additional Scanning Settings - Main Settings Tab Additional Scanning Settings - Advanced Settings Tab

## Image Colors are Patchy at the Edges

If you are scanning a thick or warped original, cover its edges with paper to block external light as you scan it.

Parent topic: Solving Scanned Image Quality Problems

## Image is Too Dark

If your scanned image is too dark, try these solutions:

- Select the Advanced Settings tab in Epson Scan 2 and adjust the Brightness setting.
- Check the brightness and contrast settings of your computer monitor.

Parent topic: Solving Scanned Image Quality Problems

#### **Related references**

Additional Scanning Settings - Main Settings Tab Additional Scanning Settings - Advanced Settings Tab

## **Back of Original Image Appears in Scanned Image**

If an image from the back of a thin original appears in your scanned image, try these solutions:

- Place a piece of black paper on the back of the original and scan it again.
- Adjust these Epson Scan 2 settings (if available) and try scanning again:
  - Select the Advanced Settings tab and adjust the Brightness setting.
  - If the Image Type is set to Black & White, select Text Enhancement. If the Image Type is set to Color or Grayscale, change the Text Enhancement setting to High.

Parent topic: Solving Scanned Image Quality Problems

## **Ripple Patterns Appear in an Image**

You may see a ripple pattern (called a moiré) in scanned images of printed documents. This is caused by interference from differing pitches in the scanner's screen and your original's halftone screen. To reduce this effect, adjust these Epson Scan 2 settings (if available) and try scanning again:

- Select the **Descreening** setting.
- Select a lower **Resolution** setting.

Parent topic: Solving Scanned Image Quality Problems

#### **Related references**

Additional Scanning Settings - Main Settings Tab Additional Scanning Settings - Advanced Settings Tab

## **Scanned Image Colors Do Not Match Original Colors**

Printed colors can never exactly match the colors on your computer monitor because printers and monitors use different color systems: monitors use RGB (red, green, and blue) and printers typically use CMYK (cyan, magenta, yellow, and black).

Check the color matching and color management capabilities of your computer, display adapter, and the software you are using to see if they are affecting the palette of colors you see on your screen.

To adjust the colors in your scanned image, adjust these Epson Scan 2 settings (if available) and try scanning again:

• If the Image Type setting is Color or Grayscale, adjust the Contrast setting.

• If the Image Type setting is Black & White or Grayscale, adjust the Color Enhance setting.

Parent topic: Solving Scanned Image Quality Problems

#### **Related references**

Additional Scanning Settings - Main Settings Tab Additional Scanning Settings - Advanced Settings Tab

## Scanned Image Edges are Cropped

If the edges of a scanned image are cropped, make sure your original is placed correctly for scanning. If necessary, move your original away from the edges of the scanner glass slightly.

Parent topic: Solving Scanned Image Quality Problems

#### **Related tasks**

Placing Originals on the Scanner Glass

## **Uninstall Your Product Software**

If you have a problem that requires you to uninstall and re-install your software, follow the instructions for your operating system.

Uninstalling Product Software - Windows

Uninstalling Product Software - Mac

Parent topic: Solving Problems

## **Uninstalling Product Software - Windows**

You can uninstall and then re-install your product software to solve certain problems.

1. Turn off the product.

- 2. Disconnect any interface cables.
- 3. Do one of the following:
  - Windows 10: Click and select (Settings) > Apps > Apps & features. Then select the program you want to uninstall and select Uninstall.
  - Windows 8.x: Navigate to the Apps screen and select Control Panel > Programs > Programs and Features. Select the uninstall option for your Epson product, then select Uninstall/Change.

Note: If you see a User Account Control window, click Yes or Continue.

Select your product again, if necessary, then select **OK**, and click **Yes** to confirm the uninstallation.

• Windows (other versions): Click <sup>1</sup> or Start, and select All Programs or Programs. Select EPSON, select your product, then click EPSON Printer Software Uninstall.

Note: If you see a User Account Control window, click Yes or Continue.

In the next window, select your product and click **OK**. Then follow any on-screen instructions.

- 4. Do one of the following to uninstall Epson Event Manager, then follow any on-screen instructions:
  - Windows 10/8.x: Select Epson Event Manager and click Uninstall.
  - Windows 7/Windows Vista: Open the Windows Control Panel utility. Select Programs and Features. (In Classic view, select Programs and click Uninstall a program.) Select Epson Event Manager and click Uninstall/Change.
- 5. Do one of the following to uninstall Epson Scan 2, then follow any on-screen instructions:
  - Windows 10: Select Epson Scan 2 and click Uninstall.
  - Windows 8.x/Windows 7/Windows Vista: Select Epson Scan 2 and click Uninstall/Change.
- 6. Restart your computer, then see the *Start Here* sheet to re-install your software.

**Note:** If you find that re-installing your product software does not solve a problem, contact Epson.

Parent topic: Uninstall Your Product Software

### **Uninstalling Product Software - Mac**

In most cases, you do not need to uninstall your product software before re-installing it. However, you can download the Uninstaller utility from the Epson support website to uninstall your product software as described here.

**Note:** If you find that re-installing your product software does not solve a problem, contact Epson.

- 1. To download the Uninstaller utility, visit epson.com.jm/support and select your product.
- 2. Click Downloads.
- 3. Select your operating system, click **Utilities**, locate the Uninstaller utility, and click **Download**.
- 4. Run the file you downloaded.
- 5. Double-click the **Uninstaller** icon.
- 6. In the Epson Uninstaller screen, select the checkbox for each software program you want to uninstall.
- 7. Click Uninstall.
- 8. Follow the on-screen instructions to uninstall the software.
- 9. Reinstall your product software.

**Note:** If you uninstall the printer driver and your product name remains in the **Print & Fax**, **Print & Scan**, or **Printers & Scanners** window, select your product name and click the – (remove) icon to remove it.

Parent topic: Uninstall Your Product Software

## Where to Get Help

If you need additional help with your Epson product, contact Epson.

Epson provides these technical support services:

#### **Internet Support**

Visit Epson's support website at epson.com.jm/support for solutions to common problems. You can download drivers and documentation, get FAQs and troubleshooting advice, or e-mail Epson with your questions.

#### Speak to a Support Representative

Before you call Epson for support, please have the following information ready:

- Product name
- Product serial number (located on a label on the product)
- Proof of purchase (such as a store receipt) and date of purchase
- Computer configuration
- Description of the problem

Then call:

Country	Telephone
Argentina	(54 11) 5167-0300
	0800-288-37766
Bolivia*	800-100-116
Brazil	State capitals and metropolitan areas: 3004-6627
	Other areas: 0800-377-6627 / 0800-EPSONBR
Chile	(56 2) 2484-3400
Colombia	Bogota: (57 1) 523-5000
	Other cities: 018000-915235
Costa Rica	800-377-6627
Dominican Republic*	1-888-760-0068
Ecuador*	1-800-000-044
El Salvador*	800-6570
Guatemala*	1-800-835-0358
Mexico	Mexico City: (52 55) 1323-2052
	Other cities: 01-800-087-1080
Nicaragua*	00-1-800-226-0368
Panama*	00-800-052-1376
Paraguay	009-800-521-0019

Country	Telephone
Peru	Lima: (51 1) 418-0210
	Other cities: 0800-10126
Uruguay	00040-5210067
Venezuela	(58 212) 240-1111

\* Contact your local phone company to call this toll-free number from a mobile phone.

If your country does not appear in the list, contact the sales office in the nearest country. Toll or long distance charges may apply.

#### **Purchase Supplies and Accessories**

You can purchase genuine Epson ink and paper from an Epson authorized reseller. To find the nearest reseller, visit epson.com.jm or call your nearest Epson sales office.

Parent topic: Solving Problems

# **Technical Specifications**

These sections list the technical specifications for your product.

Windows System Requirements Mac System Requirements Paper Specifications Printable Area Specifications Scanning Specifications Automatic Document Feeder (ADF) Specifications Ink Specifications Dimension Specifications Electrical Specifications Environmental Specifications Interface Specifications Network Interface Specifications Safety and Approvals Specifications

## **Windows System Requirements**

To use your product and its software, your computer should use one of these Microsoft operating systems:

- Windows 10
- Windows 8.x
- Windows 7
- · Windows Vista
- Windows Server 2016
- Windows Server 2008 R2
- Windows Server 2008
- Windows Server 2003 R2
- Windows Server 2003 SP2 or later

**Note:** For the latest product software available for your operating system, visit the Epson support site at epson.com.jm/support, select your product, and select **Downloads**.

Parent topic: Technical Specifications

## **Mac System Requirements**

To use your product and its software, your Mac should use one of these operating systems:

- macOS 10.13.x
- macOS 10.12.x
- OS X 10.11.x
- OS X 10.10.x
- OS X 10.9.x
- OS X 10.8.x
- OS X 10.7.x
- OS X 10.6.8

**Note:** For the latest product software available for your operating system, visit the Epson support site at epson.com.jm/support, select your product, and select **Downloads**.

Parent topic: Technical Specifications

## **Paper Specifications**

**Note:** Since the quality of any particular brand or type of paper may be changed by the manufacturer at any time, Epson cannot guarantee the quality of any non-Epson brand or type of paper. Always test a sample of paper stock before purchasing large quantities or printing large jobs.

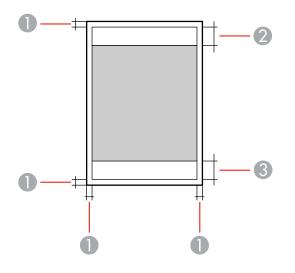
Single-sheets	
Size	A4 (8.3 × 11.7 inches [210 × 297 mm])
	A6 (4.1 × 5.8 inches [105 × 148 mm])
	Letter (8.5 × 11 inches [216 × 279 mm])
	Legal (8.5 × 14 inches [216 × 356 mm])
	Folio (8.5 × 13 inches [216 × 330 mm])
	3.5 × 5 inches (89 × 127 mm)
	4 × 6 inches (102 × 152 mm)
	5 × 7 inches (127 × 178 mm)
	8 × 10 inches (203 × 254 mm)
	Executive (7.25 × 10.5 inches [184 × 267 mm])
	16:9 wide (4 × 7.1 inches [102 × 181 mm])
	Half Letter (5.5 × 8.5 inches [140 × 216 mm])
Paper types	Plain paper and paper distributed by Epson
Weight	17 lb (64 g/m <sup>2</sup> ) to 24 lb (90 g/m <sup>2</sup> )
Envelopes	
Size	No. 10 (4.1 × 9.5 inches [105 × 241 mm])
Paper types	Plain bond paper
Weight	20 lb (75 g/m <sup>2</sup> ) to 24 lb (90 g/m <sup>2</sup> )

Parent topic: Technical Specifications

# **Printable Area Specifications**

Note: When printing borderless, quality may decline in the expanded printable area.

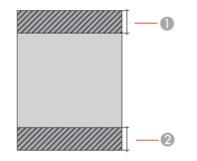
Single sheets



1 Top/bottom margins: 0.12 inch (3 mm)

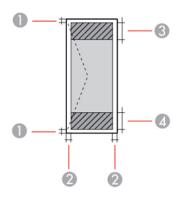
- 2 Reduced print quality area/top: 1.61 inches (41 mm)
- 3 Reduced print quality area/bottom: 1.46 inches (37 mm)

#### Borderless



- 1 Reduced print quality area/top: 1.73 inches (44 mm)
- 2 Reduced print quality area/bottom: 1.57 inches (40 mm)

#### Envelopes



- 1 Left/right margins: 0.12 inch (3 mm)
- 2 Top/bottom: 0.20 inch (5 mm)
- 3 Reduced print quality area/left: 0.70 inch (18 mm)
- 4 Reduced print quality area/right: 1.61 inches (41 mm)

Parent topic: Technical Specifications

## Scanning Specifications

Scanner type	Flatbed, color
Photoelectric device	CIS
Effective pixels	10200 × 14040 pixels (1200 dpi)
Document size	Maximum: 8.5 × 11.7 inches (216 × 297 mm)
	Scanner glass: US letter or A4
Scanning resolution	1200 dpi (main scan)
	2400 dpi (sub scan)
Output resolution	50 to 9600 in 1 dpi increments)

Image data	Color:
	48 bits per pixel (16 bits per pixel per color) internal
	24 bits per pixel (8 bits per pixel per color) external
	Grayscale:
	16 bits per pixel internal
	8 bits per pixel external
	Black and white:
	16 bits per pixel internal
	1 bit per pixel external
Light source	LED

Parent topic: Technical Specifications

## Automatic Document Feeder (ADF) Specifications

Paper size	US letter, A4, legal, or 8.5 × 13 inches (216 × 330 mm) size
Paper type	Plain paper
Paper weight	17 lb (64 g/m²) to 24 lb (90 g/m²)
Loading capacity	Approximately 30 sheets; US letter or A4 size
	10 sheets; legal or 8.5 × 13 inches (216 × 330 mm) size

Parent topic: Technical Specifications

## **Ink Specifications**

**Note:** This product is designed to work with genuine Epson inks. Non-Epson ink or any other ink not specified for this printer could cause damage not covered by Epson's warranties.

The included initial ink bottles must be used for printer setup and are not for resale. The printer ships with full ink bottles and part of the ink from the first bottles is used to charge the print head. Yields vary considerably based on images printed, print settings, paper type, frequency of use and temperature.

Color

Black, Cyan, Magenta, Yellow

Ink life	Do not use if the date on the package has expired
Temperature	Storage: –4 to 104 °F (–20 to 40 °C)
	1 month at 104 °F (40 °C)
	Ink freezes at 5 °F (–15 °C)
	Ink thaws and is usable after approximately 2 hours at 77 $^\circ F$ (25 $^\circ C$ )

Parent topic: Technical Specifications Related references Ink Bottle and Maintenance Box Part Numbers

## **Dimension Specifications**

Height	Stored: 9.1 inches (231 mm)
	Printing: 10 inches (255 mm)
Width	Stored: 14.8 inches (375 mm)
	Printing: 16.4 inches (417 mm)
Depth	Stored: 13.7 inches (347 mm)
	Printing: 19.8 inches (503 mm)
Weight	14.8 lb (6.7 kg)
(without ink or power cord)	

Parent topic: Technical Specifications

## **Electrical Specifications**

Power supply rating	100 to 240 V
Rated frequency range	50/60 Hz
Rated current	0.4 to 0.2 A

Power consumption	Standalone copying: Approximately 12 W (ISO/IEC24712)
(with USB connection)	Ready mode: Approximately 5.3 W
	Sleep mode: Approximately 0.9 W
	Power off mode: Approximately 0.2 W

Parent topic: Technical Specifications

## **Environmental Specifications**

Temperature	Operating: 50 to 95 $^\circ$ F (10 to 35 $^\circ$ C)
	Storage: -4 to 104 °F (-20 to 40 °C)
	1 month at 104 °F (40 °C)
Humidity	Operating: 20 to 80% RH
(without condensation)	Storage: 5 to 85% RH

Parent topic: Technical Specifications

## **Interface Specifications**

nterface type	Hi-Speed USB (Device Class for computers)
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Parent topic: Technical Specifications

## **Network Interface Specifications**

Wi-Fi

Standard	IEEE 802.11 b/g/n; complies with either IEEE 802.11 b/g or IEEE 802.11 b/g/n, depending on purchase location
Security	WEP (64/128 bit)
	WPA2-PSK (AES); complies with WPA2 with support for WPA/WPA2 Personal
Frequency band	2.4 GHz

Communication mode	Infrastructure mode
	Wi-Fi Direct (Simple AP); not supported for IEEE 802.11b
Maximum radio frequency power transmitted	19.8 dBm (EIRP)
Ethernet	
Standard	IEEE802.3i/u (10BASE-T); use a category 5e or higher STP (shielded twisted pair cable to prevent risk of radio interference
	IEEE802.3u (100BASE-TX)
	IEEE802.3az (Energy Efficient Ethernet); connected device should be IEEE802.3az compliant
Communication modes	Auto, 10Mbps Full duplex, 10Mbps Half duplex, 100Mbps Full duplex, 100 Mbps Half duplex
Connector	RJ-45
Security Protocol	
SSL/TLS	
HTTPS Server/Client, IPPS	
Parent topic: Technical Specifications	

# Safety and Approvals Specifications

United States	Safety: UL60950-1
	EMC: FCC part 15 Subpart B class B
Canada	Safety: CAN/CSA C22.2 No. 60950-1
	EMC: CAN/CSA-CEI/IEC CISPR 22 Class B

This equipment contains the following wireless module:

- Manufacturer: Askey Computer Corporation.
- Type: WLU6320-D69 (RoHS)

This product conforms to Part 15 of FCC Rules and RSS-210 of the IC Rules. Epson cannot accept responsibility for any failure to satisfy the protection requirements resulting from a non-recommended modification of the product. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation of the device.

To prevent radio interference to the licensed service, this device is intended to be operated indoors and away from windows to provide maximum shielding. Equipment (or its transmit antenna) that is installed outdoors is subject to licensing.

This equipment complies with FCC/IC radiation exposure limits set forth for an uncontrolled environment and meets the FCC radio frequency (RF) Exposure Guidelines in Supplement C to OET65 and RSS-102 of the IC radio frequency (RF) Exposure rules. This equipment should be installed and operated so that the radiator is kept at least 7.9 inches (20 cm) or more away from a person's body (excluding extremities: hands, wrists, feet and ankles).

Parent topic: Technical Specifications

# Notices

Check these sections for important notices about your product.

FCC Compliance Statement Trademarks Copyright Notice

## **FCC Compliance Statement**

#### For United States Users

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio or television reception. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio and television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- · Increase the separation between the equipment and receiver.
- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

#### WARNING

The connection of a non-shielded equipment interface cable to this equipment will invalidate the FCC Certification or Declaration of this device and may cause interference levels which exceed the limits established by the FCC for this equipment. It is the responsibility of the user to obtain and use a shielded equipment interface cable with this device. If this equipment has more than one interface connector, do not leave cables connected to unused interfaces. Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate the equipment.

#### For Canadian Users

CAN ICES-3(B)/NMB-3(B)

Parent topic: Notices

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Parent topic: Notices

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libTIFF Software Acknowledgment A Note Concerning Responsible Use of Copyrighted Materials Default Delay Times for Power Management for Epson Products

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Parent topic: Notices

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### **Default Delay Times for Power Management for Epson Products**

This product will enter sleep mode after a period of nonuse. This is to ensure that the product meets Energy Star standards of energy efficiency. More energy savings can be achieved by setting the time to sleep to a shorter interval.

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