XP-211/XP-214 User's Guide

Contents

XP-211/XP-214 User's Guide

Welcome to the XP-211/XP-214 *User's Guide*.

Product Basics

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

Product Parts Locations

See these sections to identify the parts on your product.

Parent topic: Product Basics

Control Panel Buttons and Lights
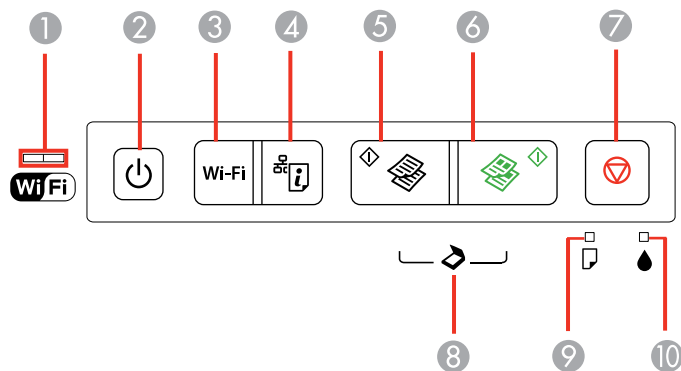
1	The WiFi light
2	The ⏻ power button and ⏻ power light
3	The **Wi-Fi** button

4	The 🖧 network status button
5	The ◇📚 B&W copy button
6	The 📚◇ color copy button
7	The 🚫 stop button
8	Scan by pressing the ◇📚 B&W copy button and the 📚◇ color copy button simultaneously
9	The 🗋 paper light
10	The ● ink light

Parent topic:

Product Parts - Top
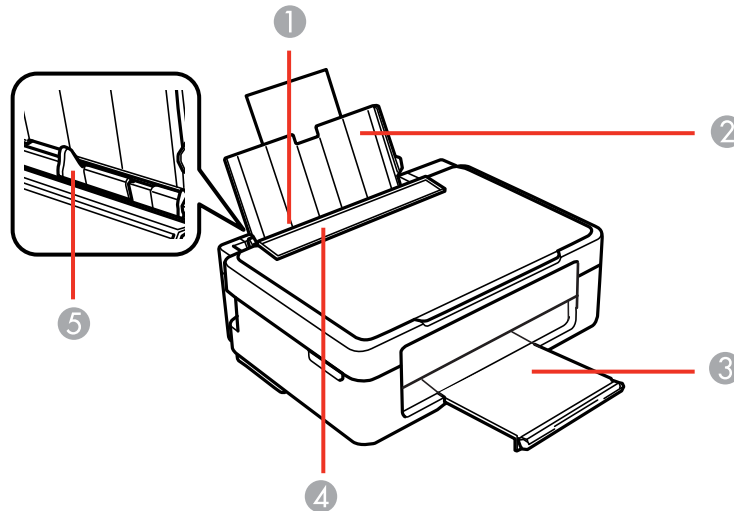
1	Sheet feeder
2	Paper support
3	Output tray
4	Feeder guard

5   Edge guide
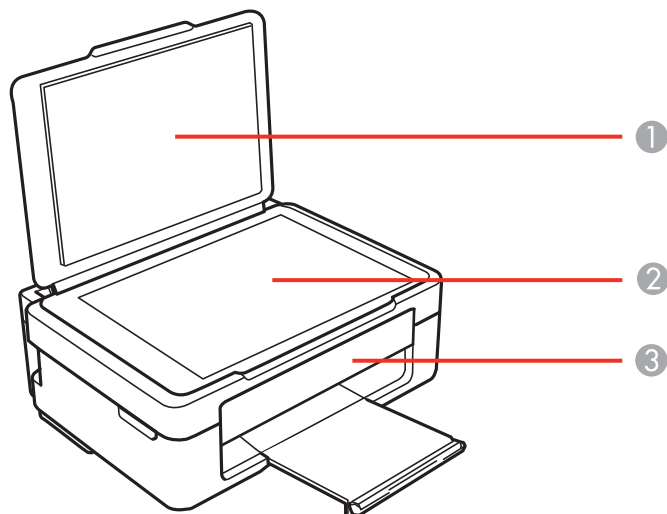
1   Document cover

2   Scanner glass

3   Control panel

Parent topic: Product Parts Locations

Product Parts - Inside
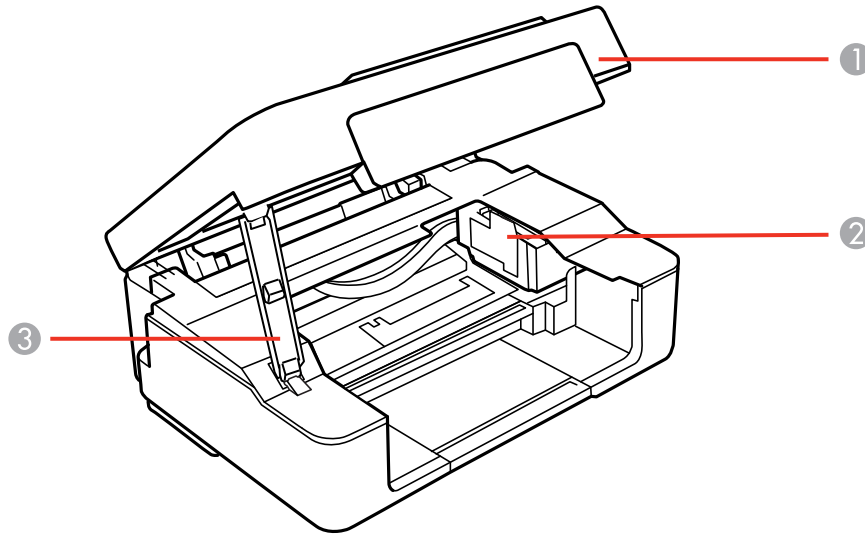
1	Scanner unit
2	Ink cartridge holder in home position
3	Scanner unit support

Parent topic: Product Parts Locations

Product Parts - Back
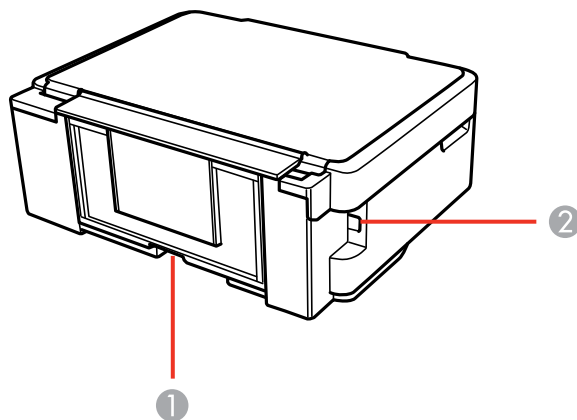
| 1 | AC inlet |
| 2 | USB port |

Parent topic: Product Parts Locations

Changing the Default Paper Size in the Control Panel

Depending on your region, the default paper size for copies is either A4 (8.3 × 11.7 inches [210 × 297 mm]) or Letter (8.5 × 11 inches [216 × 279 mm]).

- To change the default paper size to A4 (8.3 × 11.7 inches [210 × 297 mm]), make sure the product is turned off, then hold down the ▩◊ color copy button and press the ⏻ power button to turn the product on. When the product turns on, release both buttons.

- To change the default paper size to Letter (8.5 × 11 inches [216 × 279 mm]), make sure the product is turned off, then hold down the ◊▩ B&W copy button and press the ⏻ power button to turn the product on. When the product turns on, release both buttons.

Parent topic: Product Basics

Related references

Available Epson Papers

The Power Off and Sleep Timers

The product enters sleep mode or turns off automatically if it is not used for a period of time. You can adjust the time period before power management, but increasing the time reduces the product's energy efficiency.

Changing the Power Off and Sleep Timer Settings - Windows

Changing the Power Off and Sleep Timer Settings - Mac OS X

Parent topic: Product Basics

Changing the Power Off and Sleep Timer Settings - Windows

You can use the printer software to change the time period before the printer enters sleep mode or turns off automatically.

1. Right-click the product icon in the Windows taskbar and select **Printer Settings**.

2. Click the **Maintenance** tab.

3. Click the **Printer and Option Information** button.

   You see this window:

Printer and Option Information
Power Off Timer
Current Printer Setting : Off
Off   ▼   Send
Sleep Timer
Current Printer Setting : 3 minutes
3 minutes   ▼   Send
OK   Cancel   Help
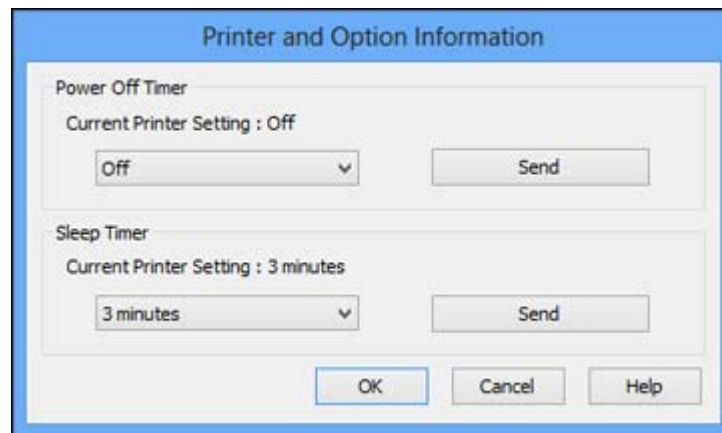
4. Select the time period you want as the **Power Off Timer** setting.

5. Click **Send**.

6. Select the time period you want as the **Sleep Timer** setting.

7. Click **Send**.

8. Click **OK** to close the open program windows.

Parent topic: The Power Off and Sleep Timers

Changing the Power Off and Sleep Timer Settings - Mac OS X

You can use the printer software to change the time period before the printer enters sleep mode or turns off automatically.

1. Do one of the following:

   - **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.

   - **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue** or **Print Queue**. Select **Utility**.

2. Select **Printer Settings**.

   You see this screen:
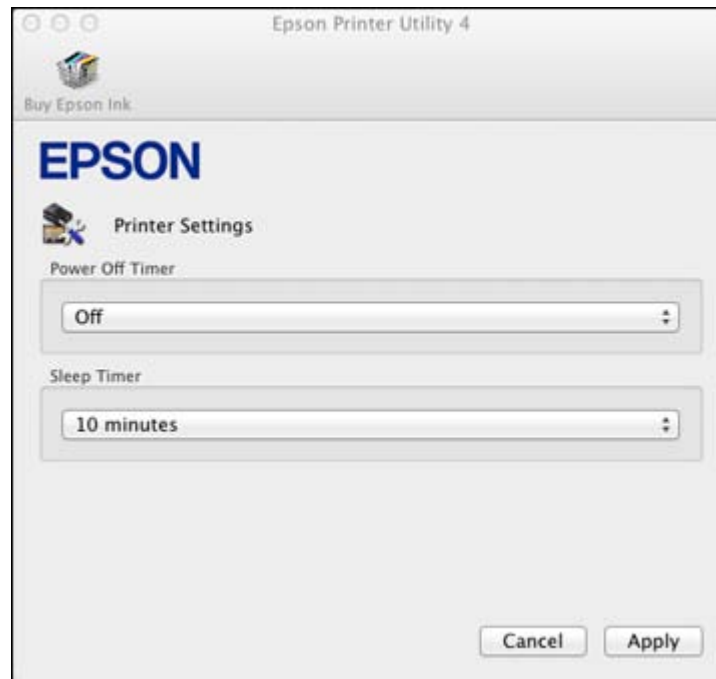
3. Select the time period you want as the **Power Off Timer** setting.

4. Select the time period you want as the **Sleep Timer** setting.

5. Click **Apply**.

6. When you see the confirmation message, click **Yes**, then close the Printer Settings window.

Parent topic: The Power Off and Sleep Timers

Epson Connect Solutions for Smartphones, Tablets, and More

You can use your smartphone, tablet, or computer to print documents, photos, emails, and web pages from your home or office.

Using the Epson iPrint Mobile App

Parent topic: Product Basics

Using the Epson iPrint Mobile App

Use this free Apple and Android app to print to nearby Epson networked products. The Epson iPrint Mobile App lets you print PDFs, Microsoft Office documents, photos, and web pages over a wireless network. You can even 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. Set up your product for network printing as described on the *Start Here* sheet.

2. Visit www.latin.epson.com/connect (website available in Spanish only) 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 that your product is using.

5. Print from your mobile device to your Epson product.

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

Wi-Fi Networking

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

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.
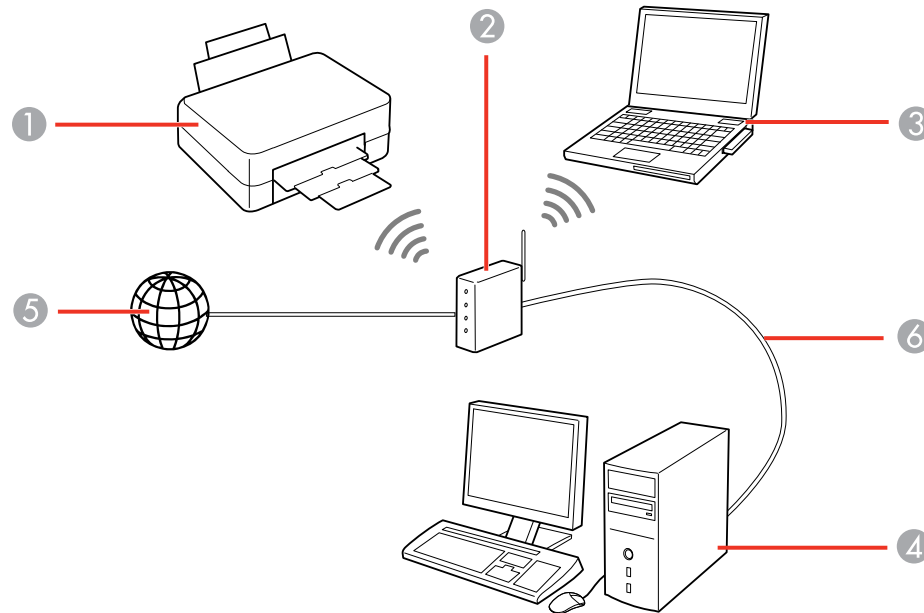
1	Epson product
2	Wireless router or access point
3	Computer with a wireless interface

4	Computer
5	Internet
6	Ethernet cable (used only for wired connection to the wireless router or access point)

Parent topic: Wi-Fi Networking

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 Networking

Using WPS to Connect to a Network

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

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.

1. To connect to a WPS-enabled router, press the **WPS** button on your router or access point.

2. Press and hold down the **Wi-Fi** button on your product for 3 seconds.

   Note: Be sure to press and hold the **Wi-Fi** button on your product within 2 minutes of pressing the **WPS** button on your router or access point.

Parent topic: Wi-Fi Protected Setup (WPS)

Related references

Control Panel Buttons and Lights

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.

To print the status sheet, press the ⊞ network status button on the product. Examine the settings shown on the network status sheet to diagnose any problems you have.

Parent topic: Wi-Fi Networking

Related references
Control Panel Buttons and Lights

Changing or Updating Network Connections

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

Changing a USB Connection to a Wi-Fi Connection
Connecting to a New Wi-Fi Router

Parent topic: Wi-Fi Networking

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 or add a Wi-Fi connection to print wirelessly.

1. Do one of the following:

   - If you want to use only a Wi-Fi connection, disconnect the USB cable from your product. With Windows, also uninstall your product software.

   - If you want to add a Wi-Fi connection in addition to a USB connection, leave the USB cable connected to your product.

2. Download your product software from the Epson website, or install it from the CD that came with your product using the instructions on the *Start Here* sheet.

Parent topic: Changing or Updating Network Connections

Related concepts
When to Uninstall Your Product Software

Connecting to a New Wi-Fi Router

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

1. Do one of the following:

   - **Windows**: Uninstall your product software.

   - **Mac OS X**: Go to the next step.

2. Download your product software from the Epson website, or install it from the CD that came with your product using the instructions on the *Start Here* sheet.

Parent topic: Changing or Updating Network Connections

Related concepts

When to Uninstall Your Product Software

Loading Paper

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

Loading Paper for Documents

You can print documents on a variety of paper types and sizes.
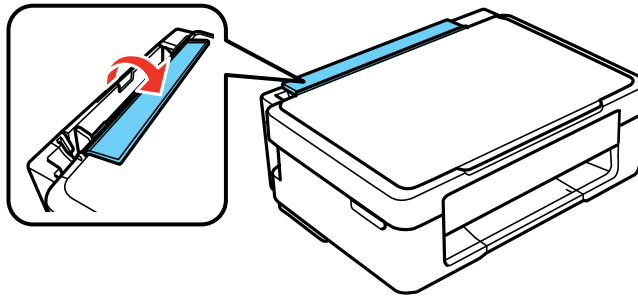
1. Flip the feeder guard forward.

2. Pull up the paper support and its extension.

3. Pull out the output tray.

4. Slide the edge guide left.

5. Insert paper, glossy or printable side up and short edge first, against the right side. If you are inserting a stack of paper, fan the sheets first and tap the stack on a flat surface to even the edges.
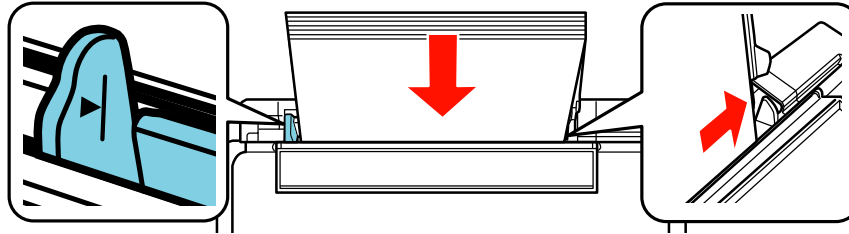
6. Slide the edge guide against the paper, but not too tightly.

7. Flip the feeder guard back.

Always follow these paper loading guidelines:

- Load only the recommended number of sheets.

- Load paper short edge first, no matter which way your document faces.

- Load letterhead or pre-printed paper top edge first.

- Do not load paper above the arrow mark inside the edge guide.

- Check the paper package for any additional loading instructions.

Parent topic: Loading Paper

Related references

Paper Loading Capacity

Loading Paper for Photos

You can print photos on a variety of paper types and sizes.
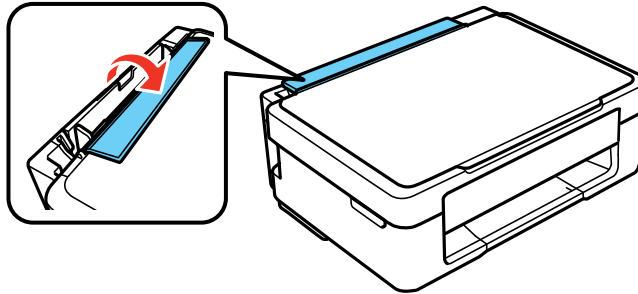
1. Flip the feeder guard forward.

2. Pull up the paper support and its extension.
3. Pull out the output tray.

4. Slide the edge guide left.

5. Insert paper, glossy or printable side up and short edge first, against the right side. If you are inserting a stack of paper, fan the sheets first and tap the stack on a flat surface to even the edges.

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

7. Flip the feeder guard back.

Always follow these paper loading guidelines:

*   Load only the recommended number of sheets.
*   Load paper short edge first, no matter which way your photo faces.
*   Do not load paper above the arrow mark inside the edge guide.
*   Check the paper package for any additional loading instructions.

Parent topic: Loading Paper

Loading Envelopes

You can print on plain paper envelopes in this size: No. 10 (4.1 × 9.5 inches [105 × 241 mm]).

1. Flip the feeder guard forward.
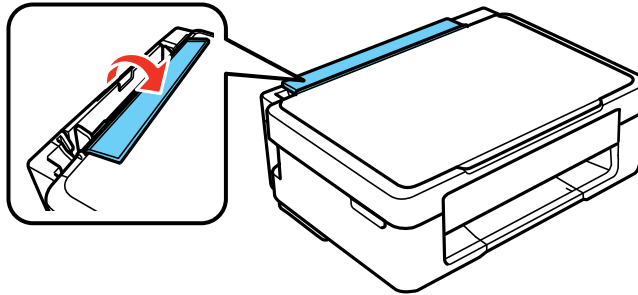
2. Pull up the paper support and its extension.

3. Pull out the output tray.
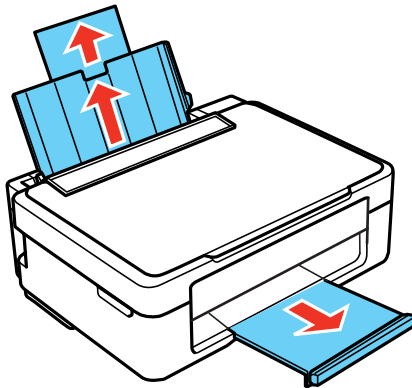
4. Slide the edge guide left.
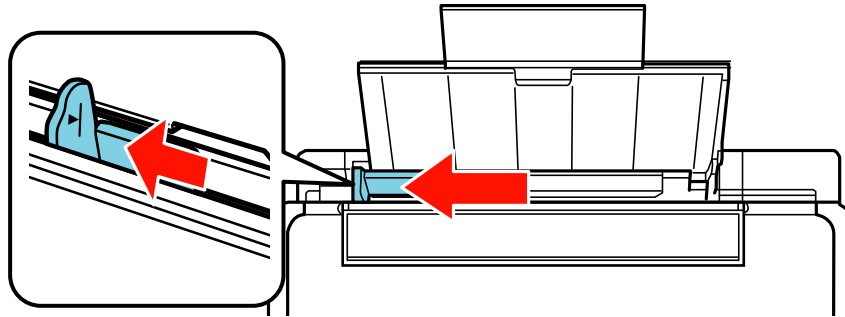
5. Load up to 5 envelopes against the right side. Load them printable side up and flap edge left.

6. Slide the edge guide against the envelopes, but not too tightly.
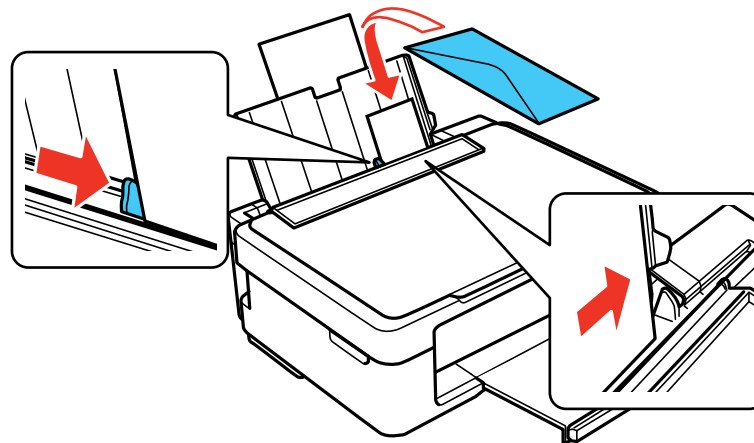
7. Flip the feeder guard back.

Always follow these envelope loading guidelines:

- If you have trouble loading a stack of envelopes, press each envelope flat before loading it or load one envelope at a time.

- Do not load envelopes above the arrow mark inside the edge guide.

- Do not load envelopes that are curled, folded, or too thin, or that have plastic windows.

Parent topic: Loading Paper

Paper Loading Capacity

Paper type	Load up to this many sheets
Plain paper - Letter (8.5 × 11 inches [216 × 279 mm]) or A4 (8.3 × 11.7 inches [210 × 297 mm]) **	Approximately 50 sheets *
Epson Bright White Paper ** Epson Presentation Paper Matte Epson High Quality Ink Jet Paper	40 sheets
Epson Premium Presentation Paper Matte	20 sheets
Epson Photo Paper Glossy Epson Premium Photo Paper Glossy Epson Ultra Premium Photo Paper Glossy Epson Premium Photo Paper Semi-gloss	10 sheets
Plain paper - Legal (8.5 × 14 inches [216 × 357 mm]) User defined paper size of any type	1 sheet

* Based on paper weight of 17 lb (64 g/m^2) to 24 lb (75 g/m^2). Do not load paper above the arrow mark inside the edge guide.

** For two-sided printing, load up to 15 sheets.

Parent topic: Loading Paper

Related references

Available Epson Papers

Available Epson Papers

You can purchase genuine Epson ink and paper from an Epson authorized reseller. To find the nearest reseller, visit global.latin.epson.com or call your nearest Epson sales office (website available in Spanish and Portuguese only).

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 Photo Paper Glossy	4 × 6 inches (102 × 152 mm)	S041809-20	20
		S041809	50
		S042038	100
	Letter (8.5 × 11 inches [216 × 279 mm])	S041141	20
		S041649	50
		S041271	100
	A4 (8.3 × 11.7 inches [210 × 297 mm])	S041140	20
Epson Premium Photo Paper Glossy	4 × 6 inches (102 × 152 mm)	S041808	40
		S041727	100
	5 × 7 inches (127 × 178 mm)	S041464	20
	8 × 10 inches (203 × 254 mm)	S041465	20
	Letter (8.5 × 11 inches [216 × 279 mm])	S042183	25
		S041667	50

Paper Type	Size	Part number	Sheet count
Epson Ultra Premium Photo Paper Glossy	4 × 6 inches (102 × 152 mm)	S042181	60
		S042174	100
	5 × 7 inches (127 × 178 mm)	S041945	20
	8 × 10 inches (203 × 254 mm)	S041946	20
	Letter (8.5 × 11 inches [216 × 279 mm])	S042182	25
		S042175	50
Epson Premium Photo Paper Semi-gloss	4 × 6 inches (102 × 152 mm)	S041982	40
	Letter (8.5 × 11 inches [216 × 279 mm])	S041331	20
Epson Presentation Paper Matte	Letter (8.5 × 11 inches [216 × 279 mm])	S041062	100
	Legal (8.5 × 14 inches [216 × 357 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

Note: Paper/media availability varies by country.

Parent topic: Loading Paper

Borderless Paper Type Compatibility

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

Borderless Paper Types

- Epson Premium Presentation Paper Matte
- Epson Premium Photo Paper Glossy

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

Borderless Paper Size

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

Parent topic: Loading Paper

Paper or Media Type Settings

For this paper	Select this paper Type or Media Type setting
Plain paper Epson Bright White Paper Epson Presentation Paper Matte Epson High Quality Ink Jet Paper	Plain Paper/Bright White Paper
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 Premium Presentation Paper Matte	Premium Presentation Paper Matte
Envelopes	Envelope

Parent topic: Loading Paper

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 on the Scanner Glass

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

1. Open the document cover.

2. Place your original facedown on the scanner glass with the top facing as shown. Slide the original to the edges of the indicated corner.
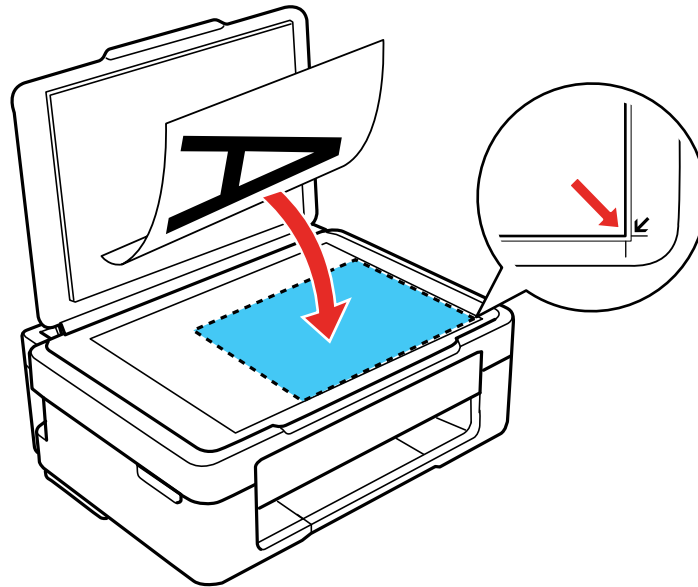
Note: You can place multiple originals on the scanner glass.

3. Close the document cover gently to keep your original in place.
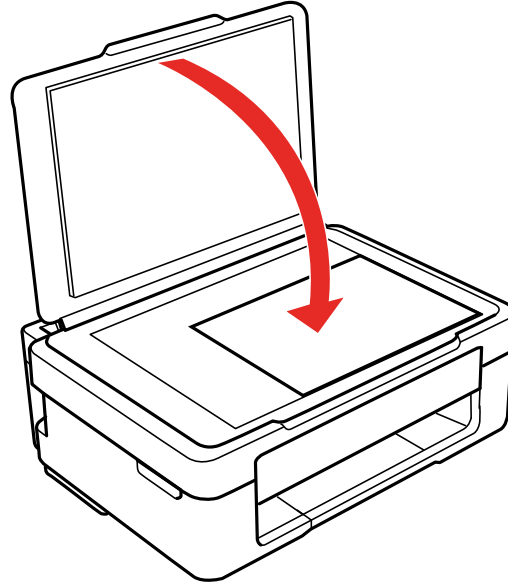
Parent topic: Placing Originals on the Product

Related tasks

Copying Documents or Photos

Related topics

Scanning

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 Documents or Photos

You can copy color or black-and-white documents or photos onto plain paper.

1. Place your original document or photo on the product.

2. Load plain paper in the product.

3. Do one of the following to start copying:

    • To copy a black-and-white document or photo, press the ⬖≋ B&W copy button.

    • To copy a color document or photo, press the ≋⬖ color copy button.

    • To copy a black-and-white or color original in draft mode, hold the ⬖≋ B&W copy button or the ≋⬖ color copy button for 3 seconds.

    • To make 20 black-and-white or color copies, press and hold the ⬖≋ B&W copy button or the ≋⬖ color copy button, then press the ⊘ stop button.

    The product scans and prints your copy.

Note: To cancel copying, press the ⊘ stop button.

Parent topic: [Copying](#)

Related tasks
[Placing Originals on the Scanner Glass](#)

Related topics
[Loading Paper](#)

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 Mac OS X

Cancelling Printing Using a Product Button

Related tasks

Checking for Software Updates

Printing with Windows

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

Selecting Basic Print Settings - Windows

Selecting Advanced Print Settings - Windows

Selecting Print Layout Options - Windows

Selecting a Printing Preset - Windows

Printing Your Document or Photo - 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:
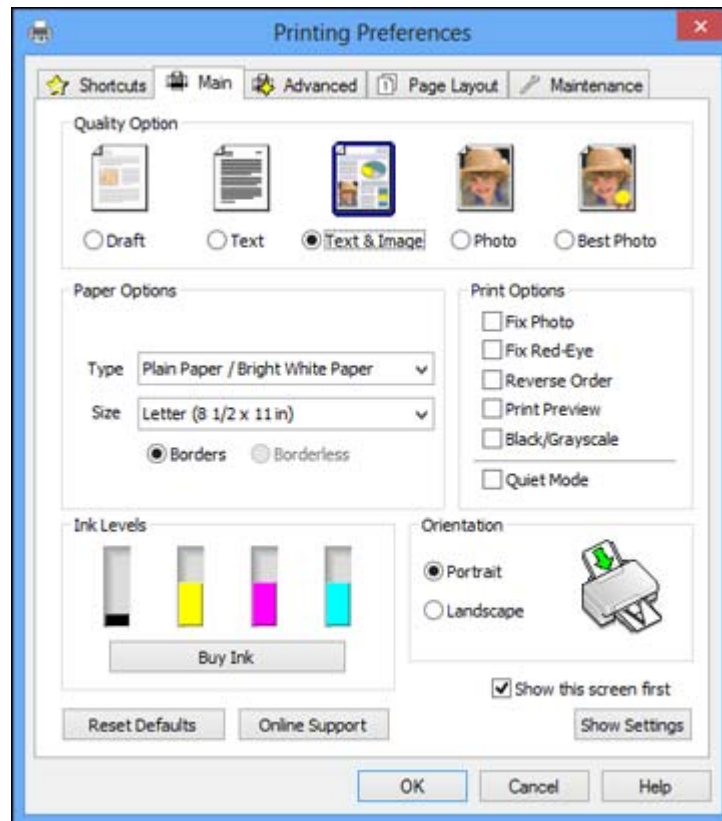
4. Select the **Quality Option** setting that matches your print content and the print quality you want to use.

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

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

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

   Note: You can also select the **User Defined** setting to create a custom paper size.

7. Select one of the border options:

   • If you are printing a borderless photo, select **Borderless**.

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

   • If you are printing a document or a photo with borders, select **Borders**.

8. Select the orientation of your document or photo as shown in the printer settings window.

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

9. Select any of the available print options.

Note: If you need to access the Epson product support website, click the **Online Support** button (website available in Spanish and Portuguese only).

Basic Print Options - Windows

Parent topic: Printing with Windows

Related references
Borderless Paper Type Compatibility
Paper or Media Type Settings

Related tasks
Printing Your Document or Photo - Windows

Basic Print Options - Windows

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

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.

Fix Red-Eye
Reduces or removes red-eye in photos.

Reverse Order
Prints multi-page print jobs last page first.

Print Preview
Displays a preview of your printout before printing.

Black/Grayscale
Prints text and graphics in black or shades of gray.

Quiet Mode
Lessens noise during printing when you select **Plain Paper/Bright White Paper** as the paper Type or Media Type setting.

Parent topic: Selecting Basic Print Settings - Windows

Selecting Advanced Print Settings - Windows

Select print settings on the Advanced tab to customize the quality and color settings for your printout, and save your own printing presets.

1. Click the **Advanced** tab.

   You see the advanced print settings:
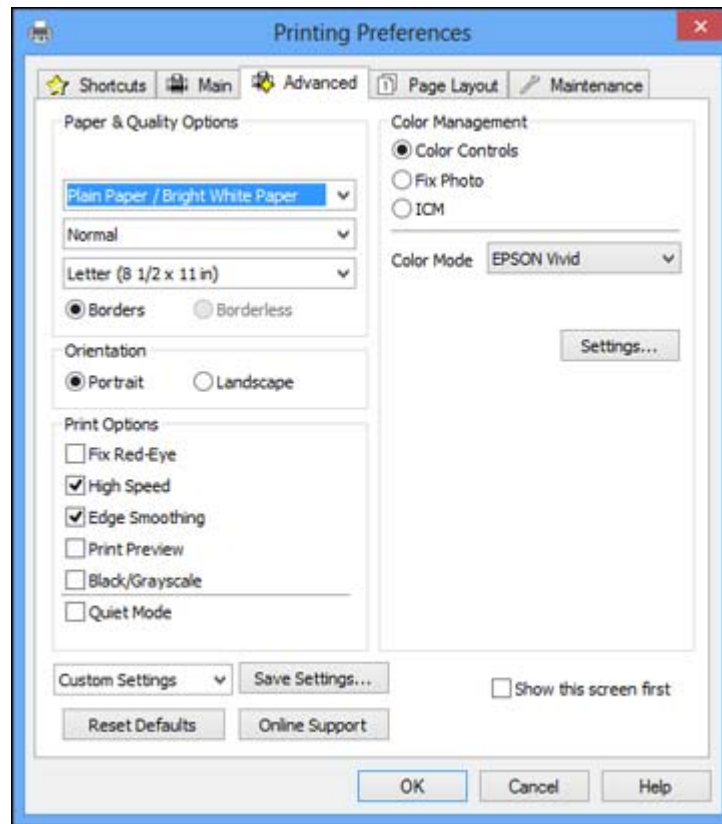
2. Select the **Paper & Quality Options** settings for your printout:

- Select the type of paper you loaded.

  Note: Check the paper type settings list for details.

- Select the print quality setting you want to use.

  Note: Check the print quality settings list for details.

- Select the size of the paper you loaded.

- Select **Borderless** to print a borderless photo, or **Borders** to print a document or a photo with borders.

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

3. Select **Portrait** or **Landscape** as the orientation of your document or photo.

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

4. Select any of the available advanced print options.

5. Select any of the available color management options, or turn off color management.

Advanced Print Quality Settings - Windows
Advanced Print Options - Windows
Color Management Options - Windows

Parent topic: Printing with Windows

Related references
Borderless Paper Type Compatibility
Paper or Media Type Settings

Related tasks
Printing Your Document or Photo - Windows

Advanced Print Quality Settings - Windows

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

Fast Economy
For the fastest printing with draft quality.

Economy
For fast printing with reduced quality.

Normal
For everyday text and image printing.

Fine
For text and graphics with good quality and print speed.

Super Fine
For text and graphics with high print quality.

Photo
For photos and graphics with good quality and print speed.

Best Photo
For photos and graphics with high print quality.

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

Parent topic: Selecting Advanced Print Settings - Windows

Advanced Print Options - Windows

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

Fix Red-Eye
Reduces or removes red-eye in photos.

High Speed
Speeds up printing, but may reduce print quality.

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

Print Preview
Displays a preview of your printout before printing.

Black/Grayscale
Prints text and graphics in black or shades of gray.

Quiet Mode
Lessens noise during printing when you select **Plain Paper/Bright White Paper** as the paper Type or Media Type setting.

Parent topic: Selecting Advanced Print Settings - Windows

Color Management Options - Windows

You can adjust the **Color Management** settings on the Advanced tab to fine-tune the colors in your printout, or turn off color management in your printer software.

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 turn off color management in your printer software using the **Off (No Color Adjustment)** option. You can then manage color using only your application software.

Parent topic: Selecting Advanced Print Settings - Windows

Selecting Print Layout Options - Windows

You can select a variety of sizing and layout options for your document or photo on the Page Layout tab.
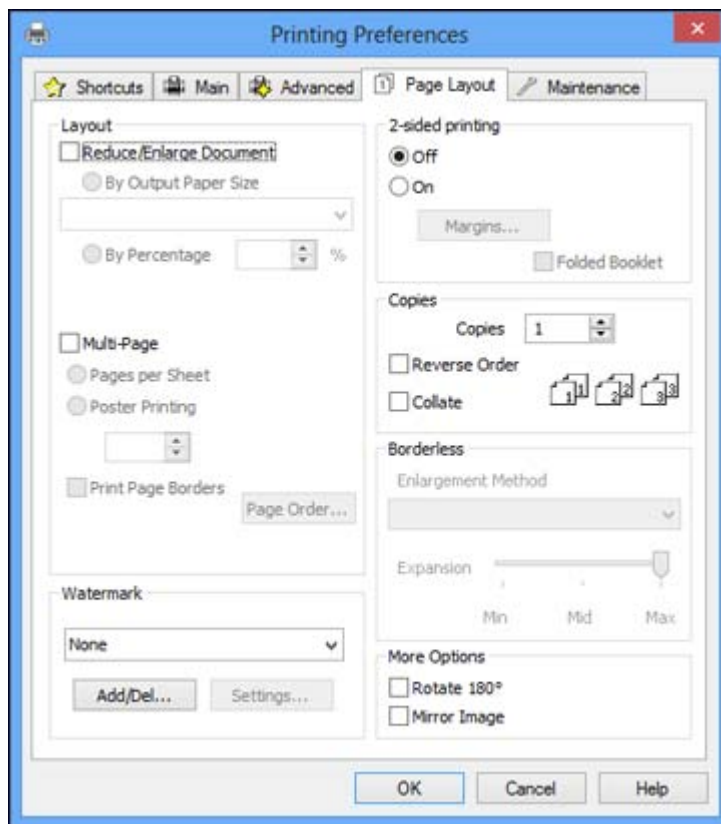
- To change the size of your printed document or photo, select the **Reduce/Enlarge Document** checkbox and select sizing options.

- To print on both sides of your paper, select the **2-sided printing** options.

  Note: Your product software will prompt you to reinsert your paper when it is time to print on the reverse side.

- To print multiple pages on one sheet of paper, or print one image on multiple sheets of paper, select the **Multi-Page** checkbox and select the options you want.

- To print multiple copies and arrange their print order, select the **Copies** options.

- To control printing at the edges of borderless images, select a **Borderless** option:

  Note: To make changes to the **Borderless** settings, you must have selected the **Borderless** option on the Advanced tab.

  - To adjust the automatic settings, select **Auto Expand** as the Enlargement Method setting, then adjust the **Expansion** slider (if necessary) to control the amount of image expansion.

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

  - To print the borderless image at its actual size without scaling, select **Retain Size** as the Enlargement Method setting.
- To add a watermark to your printout, select **Watermark** settings.
- To rotate or flip the printed image, select the **Rotate 180°** or **Mirror Image** checkboxes.

Parent topic:

Selecting a Printing Preset - Windows

For quick access to common groups of print settings, you can select a printing preset.

Note: You can create your own preset by clicking the **Save Settings** button on the Advanced tab.

1. Click the **Shortcuts** tab.

    You see the available Printing Presets options:
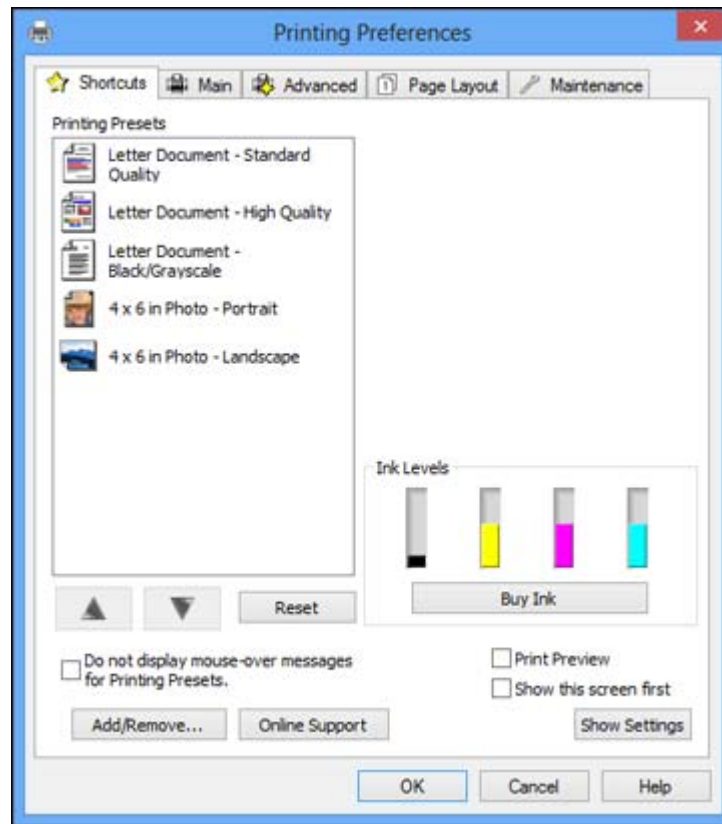
2. Place your cursor over a Printing Presets option to view its list of settings.

3. Use any of the available options on the screen to control your printing presets.

4. To choose an option for printing, select it.

5. Click **OK**.

Parent topic: Printing with 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:
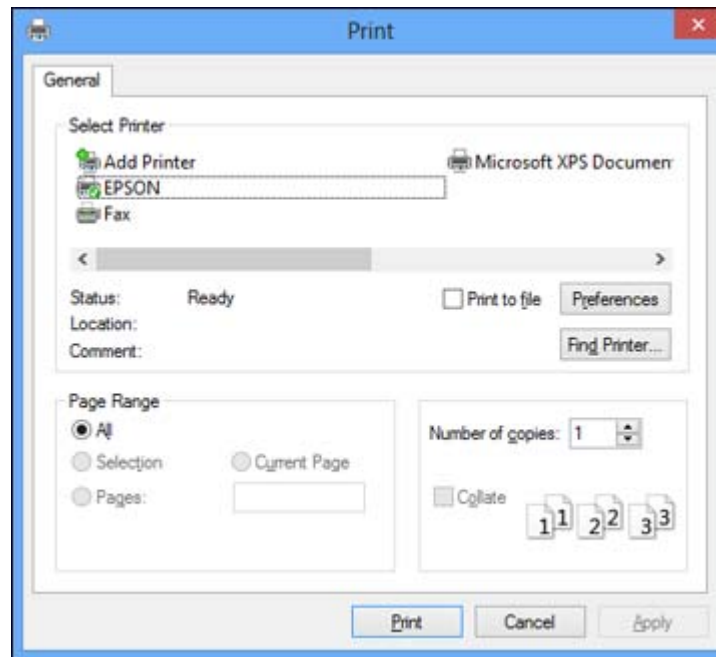
2. Click **OK** or **Print** to start printing.

Checking Print Status - Windows

Parent topic: Printing with Windows

Checking Print Status - Windows

During printing, you see this window showing the progress of your print job. It allows you to control printing and check ink cartridge status.
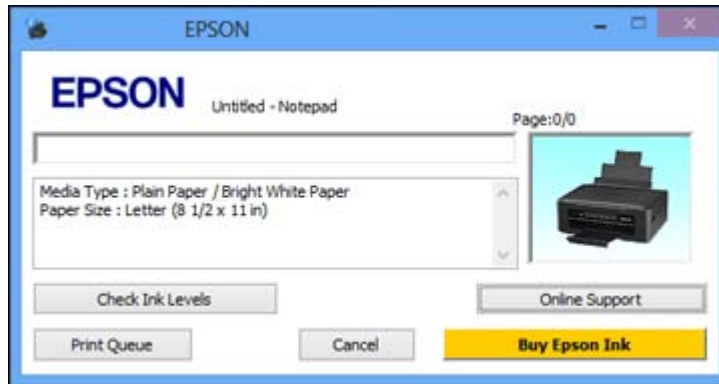
- To cancel printing, click **Cancel**.
- To see print jobs lined up for printing, click **Print Queue**.
- To check ink status, click **Check Ink Levels**.

Parent topic: Printing Your Document or Photo - 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. Right-click the product icon in the Windows taskbar.

2. Select **Printer Settings**.

   You see the printer settings window:
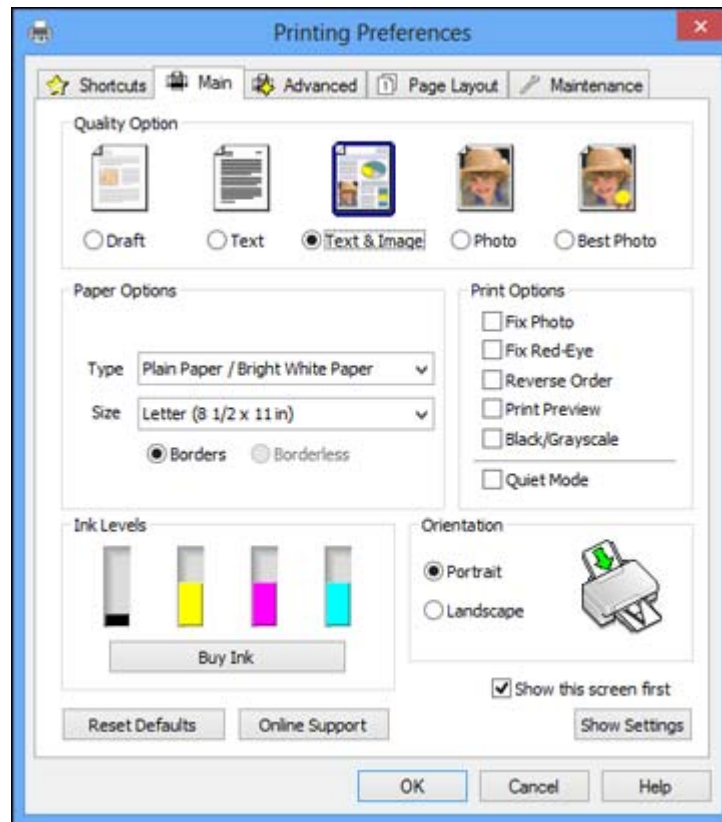
3. Select the print settings you want to use as defaults in all your Windows programs.

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. Right-click the product icon in the Windows taskbar.

2. Select **Printer Settings**.

   You see the printer settings window.

3. Click the **Maintenance** tab.

   You see the maintenance options:
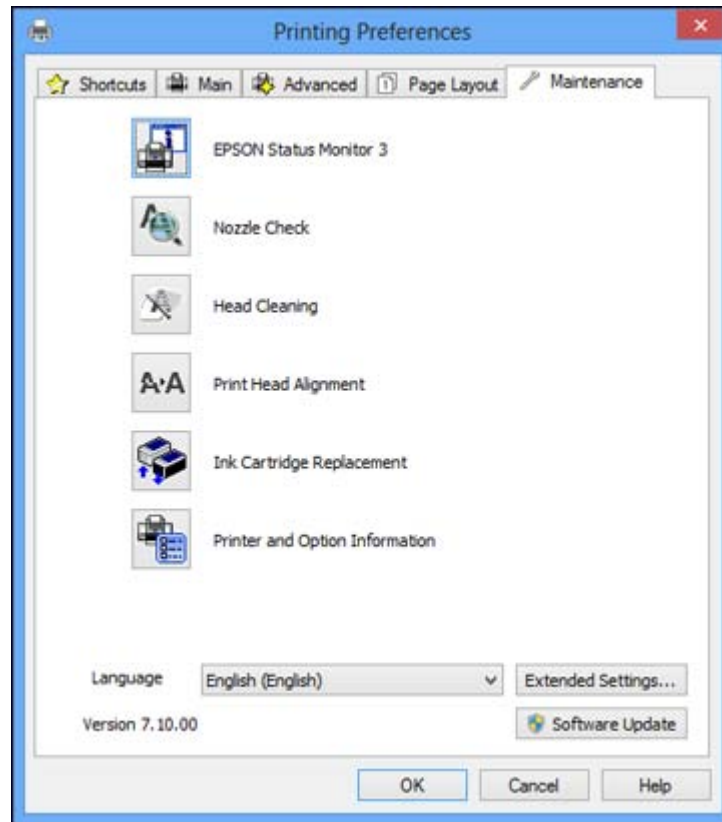
4. Select the language you want to use as the **Language** setting.
5. Click **OK** to close the printer software window.

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. Right-click the product icon in the Windows taskbar.

2. Select **Software Update Settings**.

   You see this window:
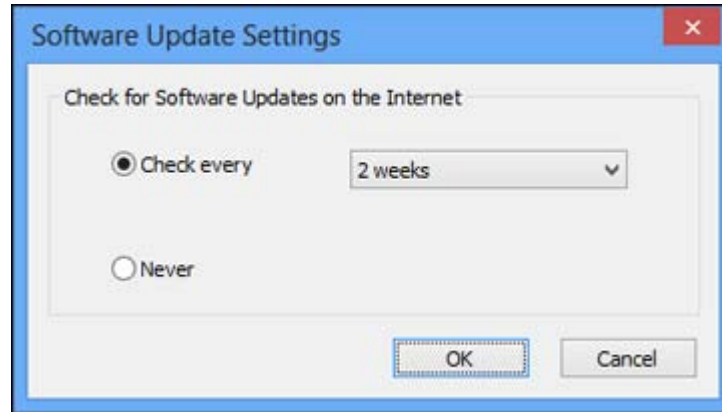
3. Do one of the following:
   - To change how often the software checks for updates, select a setting in the **Check every** menu.
   - To disable the automatic update feature, select the **Never** option.

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 Mac OS X

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

Parent topic: Printing From a Computer

Selecting Basic Print Settings - Mac OS X

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

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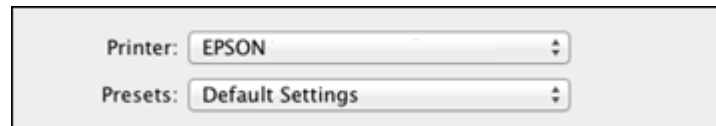
4. If necessary, click the arrow next to the Printer setting or the **Show Details** button to expand the print window.

   You see the expanded printer settings window for your product:
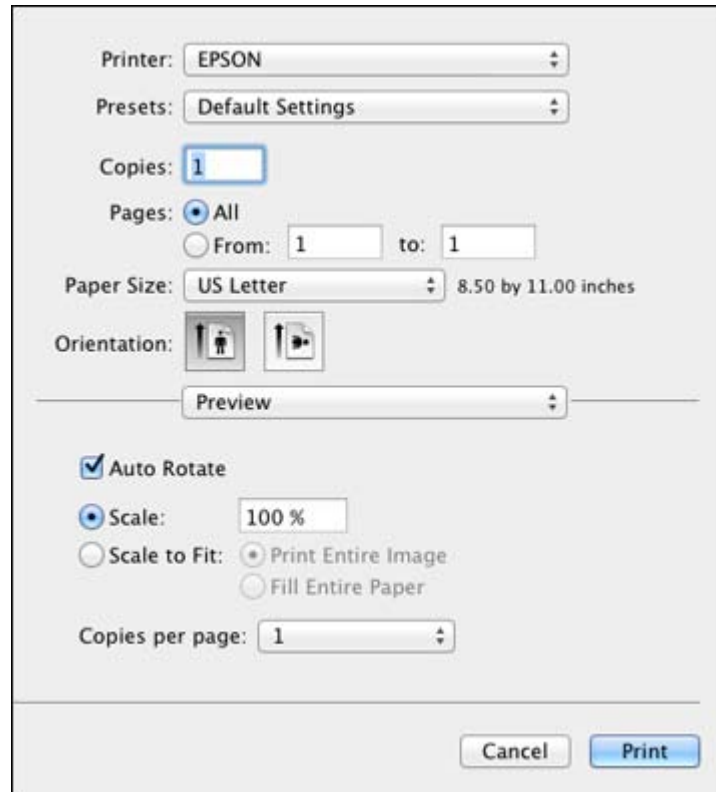
Note: The print window may look different, depending on the version of Mac OS X and the application you are using.

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.
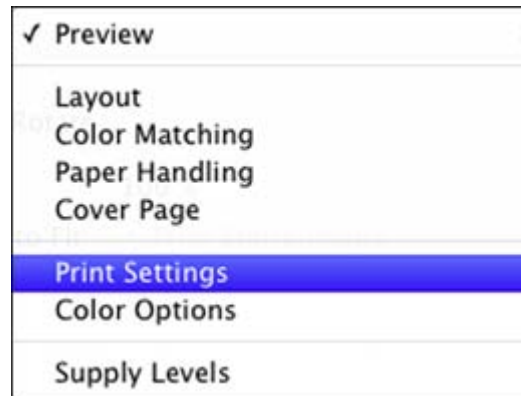
You see these settings:
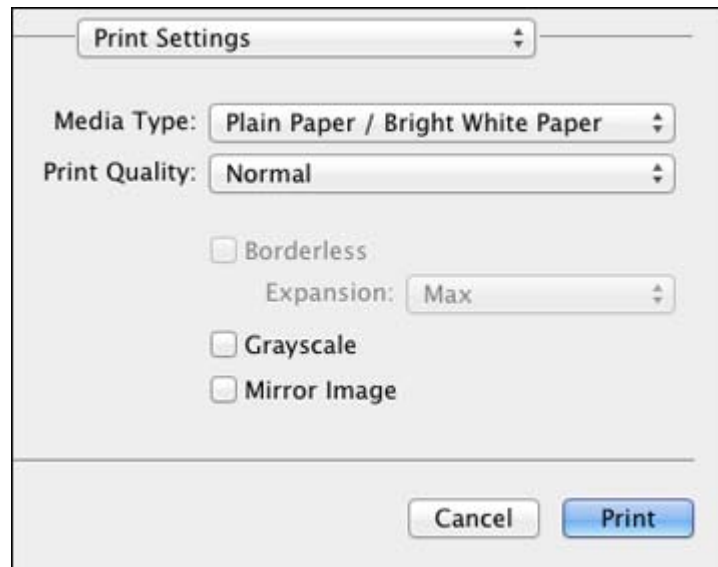
9. Select the type of paper you loaded as the **Media Type** setting.

   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 any of the available print options.

Print Quality Settings - Mac OS X

Print Options - Mac OS X

Parent topic: Printing with Mac OS X

Related tasks

Selecting Page Setup Settings - Mac OS X

Printing Your Document or Photo - Mac OS X

Print Quality Settings - Mac OS X

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

Fast Economy
For the fastest printing with draft quality.

Economy
For fast printing with reduced quality.

Normal
For everyday text and image printing.

Fine
For text and graphics with good quality and print speed.

Super Fine
For text and graphics with high print quality.

Photo
For photos and graphics with good quality and print speed.

Best Photo
For photos and graphics with high print quality.

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

Parent topic: Selecting Basic Print Settings - Mac OS X

Print Options - Mac OS X

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 OS X

Selecting Page Setup Settings - Mac OS X

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

Paper Size:	US Letter	⇕	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.

   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] 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 with Mac OS X

Related references

Borderless Paper Type Compatibility

Selecting Print Layout Options - Mac OS X

You can select a variety of layout options for your document or photo by selecting **Layout** from the pop-up menu on the print window.
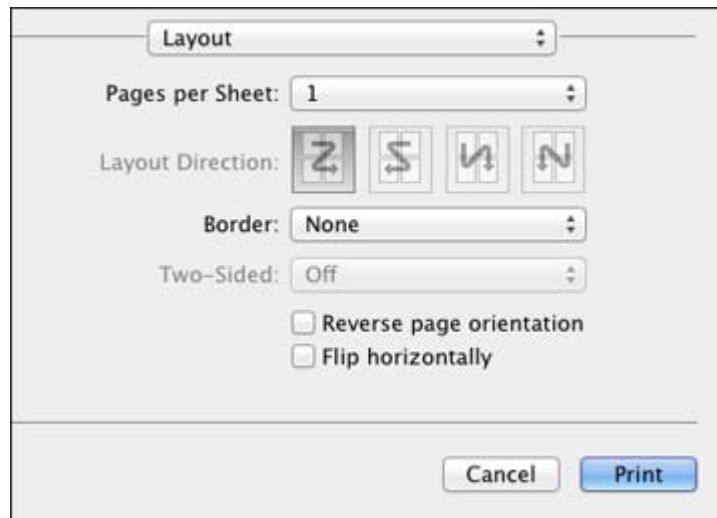
- To print multiple pages on one sheet of paper, select the number of pages in the **Pages per Sheet** pop-up menu. To arrange the print order of the pages, select a **Layout Direction** setting.
- To print borders around each page on the sheet, select a line setting from the **Border** pop-up menu.
- To invert or flip the printed image, select the **Reverse page orientation** or **Flip horizontally** settings.

Parent topic:

Managing Color - Mac OS X

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.
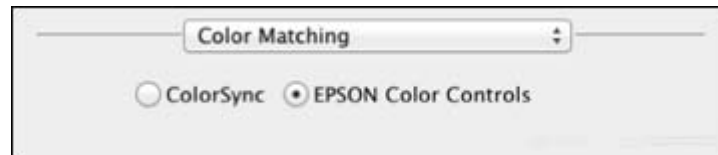
2. Select one of the available options.

3. Select **Color Options** from the pop-up menu in the print window.
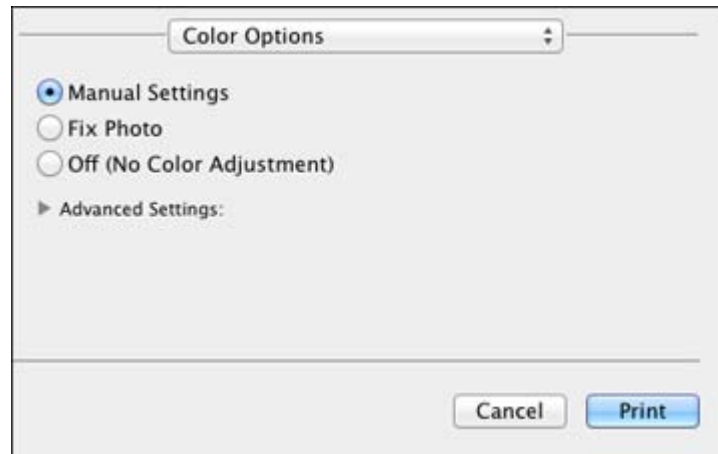
Note: The available settings on the Color Options menu depend on the option you selected on the Color Matching menu.

4. Select one of the available options.

Parent topic:

Color Matching and Color Options - Mac OS X

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 red-eye 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.

Parent topic:

Selecting Printing Preferences - Mac OS X

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** or **Print & Scan**, select your product, and select **Options & Supplies**.

3. Select **Driver**.

   You see this screen:
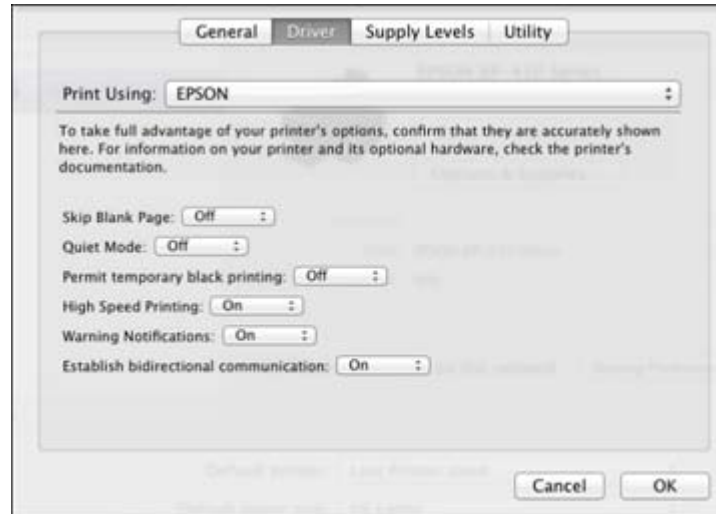
4. Select any of the available printing preferences.

5. Click **OK**.

   Printing Preferences - Mac OS X

   Parent topic: Printing with Mac OS X

Printing Preferences - Mac OS X

   You can select from these settings on the 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 when you select **Plain Paper/Bright White Paper** as the paper Type or Media Type setting.

   Permit temporary black printing
   Allows you to print using black ink when a color ink cartridge is expended.

High Speed Printing

Speeds up printing, but may reduce print quality.

Warning Notifications

Lets you choose whether or not to receive warning notifications from the printer software when ink is low.

Establish bidirectional communication

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

Parent topic:

Printing Your Document or Photo - Mac OS X

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

Click **Print** at the bottom of the print window.
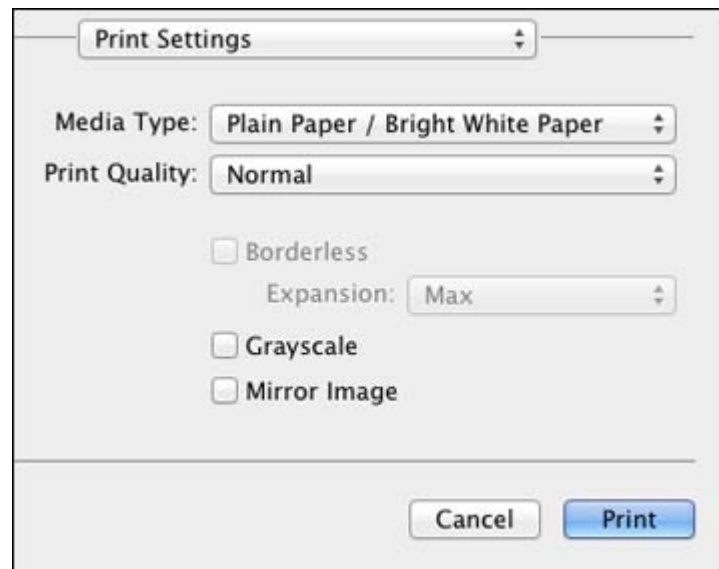
Parent topic:

Checking Print Status - Mac OS X

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

   Mac OS X 10.5/10.6/10.7:

   - To cancel printing, click the print job and click the **Delete** icon.

   - To pause a print job, click the print job and click the **Hold** icon. To resume a print job, click the print job marked "Hold" and click the **Resume** icon.

   - To pause printing for all queued print jobs, click the **Pause Printer** icon.

   - To check ink status, click the **Supply Levels** icon.

   Mac OS X 10.8:

   - To cancel printing, click the [×] button next to the print job.

   - To pause a print job, click the [❚❚] button next to the print job. To resume a print job, click the [↻] button.

- To pause printing for all queued print jobs, click the large **Pause** button.
- To check ink status, click the **Settings** icon, then click the **Supply Levels** tab.

Parent topic: Printing Your Document or Photo - Mac OS X

Cancelling Printing Using a Product Button

If you need to cancel printing, press the ⊘ stop button on your product.

Parent topic: Printing From a Computer

Scanning

You can scan original documents or photos and save them as digital files.

Starting a Scan
Selecting Epson Scan Settings
Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture
Scanning Special Projects

Starting a Scan

After placing your original documents or photos on your product for scanning, start scanning using one of these methods.

Starting a Scan Using the Product Buttons
Starting a Scan Using the Epson Scan Icon
Starting a Scan from a Scanning Program

Parent topic: Scanning

Starting a Scan Using the Product Buttons

You can scan an image and save it as a PDF using your product's control panel buttons.

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

    Note: You must connect your product with a USB cable to scan using the buttons.

2. Press the ◊❧ B&W copy button and the ❧◊ color copy button at the same time.

    Your original is scanned and saved as a PDF on your computer.

Changing Default Scan Button Settings

Parent topic: Starting a Scan

Changing Default Scan Button Settings

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

1. Do one of the following to open Event Manager:

    • **Windows 8**: Navigate to the **Start** screen and select **Event Manager**.

- **Windows (other versions)**: Click ![icon] or **Start** > **All Programs** or **Programs** > **EPSON Software** > **Event Manager**.
- **Mac OS X**: Open the **Applications** folder, click **Epson Software**, and click **Event Manager**.

2. Open the **Scanner** (Windows) or **Select Scanner** (Mac OS X) 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 button settings you want to view or change.

5. Change the settings as necessary.

6. Click **OK**.

7. Click **Close** to close the Event Manager window.

Parent topic:

Starting a Scan Using the Epson Scan Icon

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

- **Windows**: Double-click the **EPSON Scan** icon on your computer desktop.
- **Mac OS X**: Open the **Applications** folder, open the **Epson Software** folder, and double-click the **EPSON Scan** icon.

You see an Epson Scan window like this:
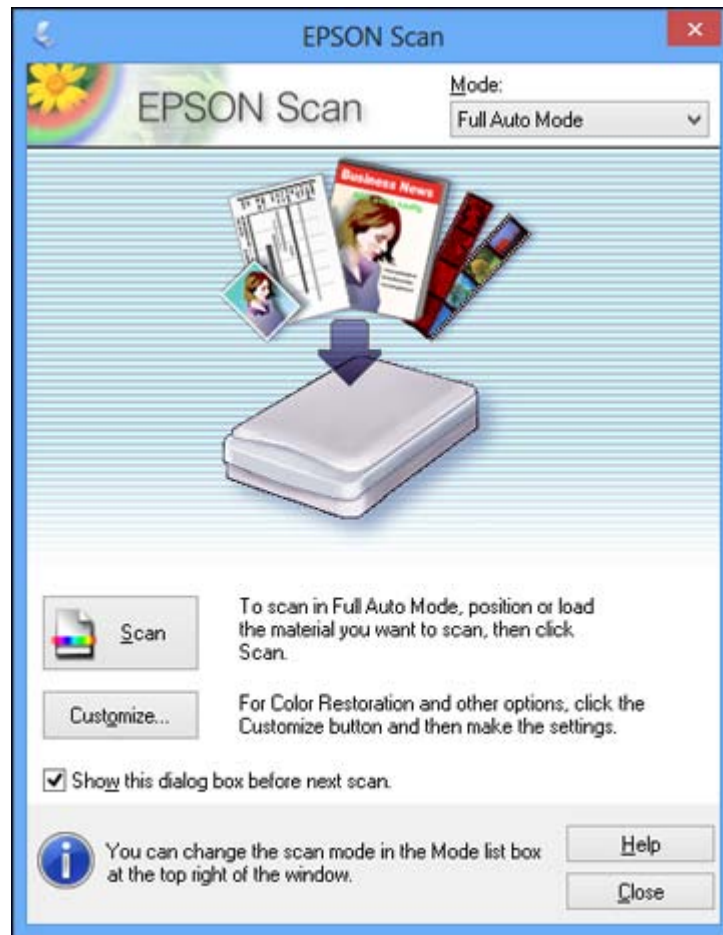
Parent topic: Starting a Scan

Related tasks

Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture

Related topics

Selecting Epson Scan Settings

Starting a Scan from a Scanning Program

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

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 window like this:
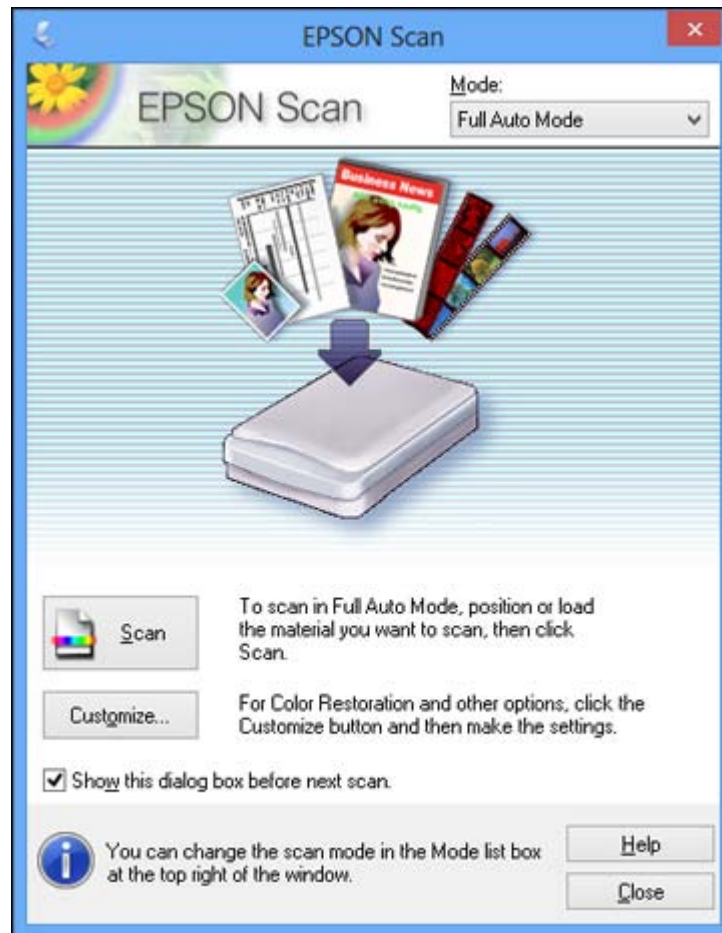
Note: In certain programs, you may see the program's scan window instead of the Epson Scan window. Select scanning options as necessary.

Parent topic: Starting a Scan

Related tasks

Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture

Related topics

Selecting Epson Scan Settings

Selecting Epson Scan Settings

After starting Epson Scan, you can select settings in various modes to customize your scan.

Scan Modes
Selecting the Scan Mode
Scanning in Full Auto Mode
Scanning in Home Mode
Scanning in Office Mode
Scanning in Professional Mode
Image Preview Guidelines
Scan Resolution Guidelines
Selecting Scan File Settings

Parent topic: Scanning

Scan Modes

Epson Scan provides a choice of scan modes with different levels of control over your settings.

Full Auto Mode
This mode automatically detects the type of content you are scanning, selects settings for it, and saves your scanned image. You can also select various image adjustment options.

Home Mode
You can select setting groups based on the type of content you are scanning. You can also select various image adjustment options, and preview and size your scanned image.

Office Mode
You can quickly scan text documents and adjust them on a preview screen. You can also select various image adjustment options and preview your scanned image.

Professional Mode
You can manually customize all available settings, and preview and size your scanned image.

Parent topic: Selecting Epson Scan Settings

Related tasks
Selecting the Scan Mode

Selecting the Scan Mode

Select the Epson Scan mode you want to use from the Mode box in the upper right corner of the Epson Scan window:
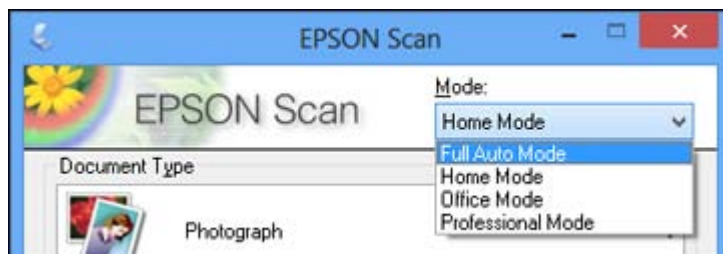
Parent topic: Selecting Epson Scan Settings

Related tasks

Scanning in Full Auto Mode

Scanning in Home Mode

Scanning in Office Mode

Scanning in Professional Mode

Scanning in Full Auto Mode

When you scan in Full Auto Mode, Epson Scan automatically saves your scanned file in JPEG format in your operating system's Pictures or My Pictures folder, or opens it in your scanning program. You can change the scanned file settings and select various image adjustment options before you scan, if necessary.

1. Start Epson Scan and select **Full Auto Mode** as the Mode setting.

    You see this window:

2. To select image adjustment options or change your scanned file settings, click **Customize**, select the settings, and click **OK**.
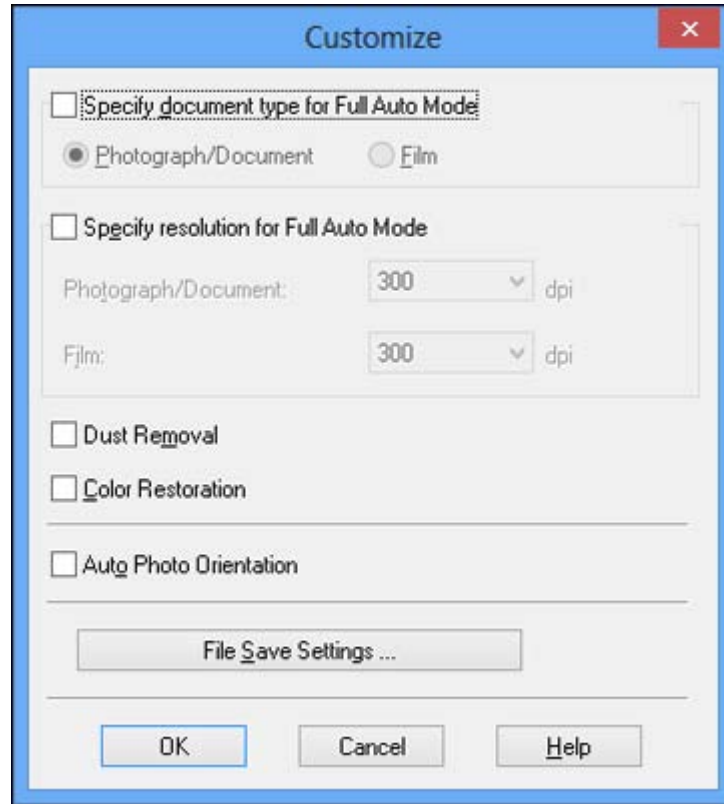
- To choose any of the available image adjustment options, select the checkbox for the option.
- To change the scanned file settings, click **File Save Settings**.

3. Click **Scan**.

Epson Scan scans your original, and saves the file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the image, if desired.

Available Image Adjustments - Full Auto Mode

Parent topic: Selecting Epson Scan Settings

Related concepts

Related tasks

Available Image Adjustments - Full Auto Mode

You can select these image adjustment options in Epson Scan Full Auto Mode.

Dust Removal
Removes dust marks from your originals automatically.

Color Restoration
Restores the colors in faded photos automatically.

Auto Photo Orientation
Checks the preview image for faces, the sky, and other features, and then correctly rotates the photo when it is scanned, if necessary. (If your photo is not oriented correctly using this option, deselect this option and scan again.)

Parent topic:

Scanning in Home Mode

When you scan in Home Mode, Epson Scan automatically saves your scanned file in JPEG format in your operating system's Pictures or My Pictures folder, or opens it in your scanning program. You can select settings, preview, and change the scanned file settings as necessary.

1. Start Epson Scan and select **Home Mode** as the Mode setting.

    You see this window:
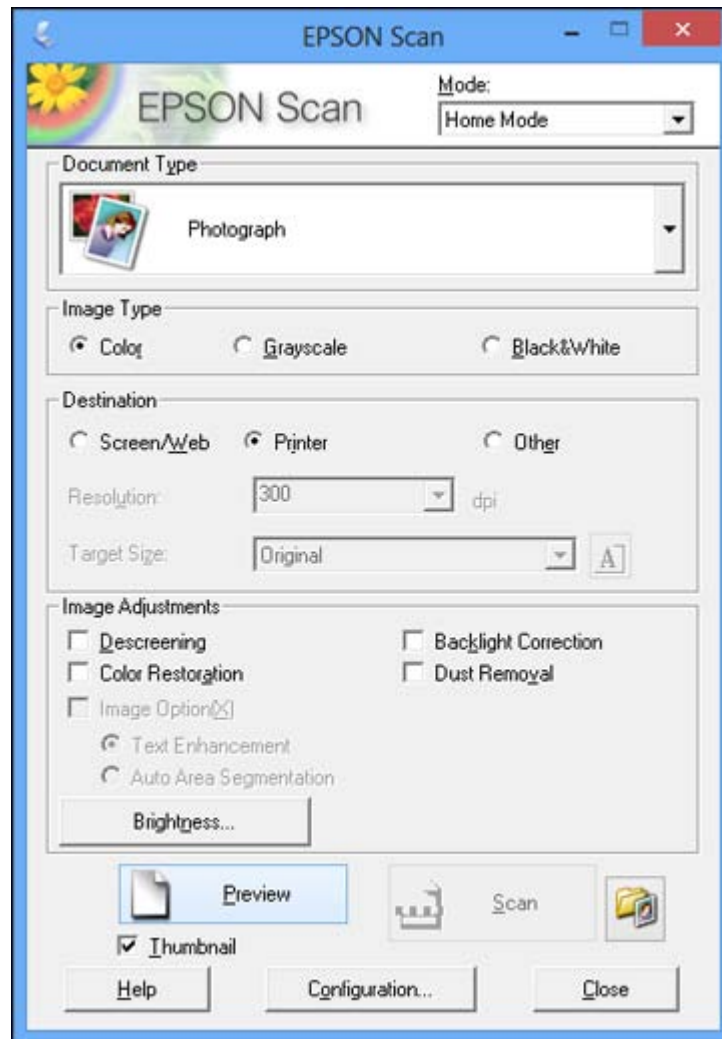
2. Select the **Document Type** setting that matches your original, such as **Photograph** or **Text/Line Art**.

3. Select the **Image Type** setting that matches your original.

4. Select the way you plan to use your scanned image as the **Destination** setting. (The Resolution setting is selected automatically based on the Destination setting you choose.)

   - **Screen/Web**: Select this option for images you will e-mail, view on a computer screen, or post on the web.

   - **Printer**: Select this option for images you will print or documents you will convert to editable text using OCR (Optical Character Recognition) software.

   - **Other**: Select this option if you want to select a custom resolution for your image.

5. If you selected **Other** in the last step, select the **Resolution** setting you want to use for your scan.

6. Click the **Preview** button.

   Epson Scan previews your original and displays the result in a separate Preview window.

7. If desired, select the area in your preview image that you want to scan (scan area).

8. Select any of the image adjustment settings you want to use. Before making adjustments, click the image or scan area in the Preview window.

9. If you want to reduce or enlarge your image as you scan, select the **Target Size** setting you want to use.

10. Click **Scan**.

    You see the File Save Settings window.

11. Change any of the necessary file save settings and click **OK**.

Epson Scan scans your original, and saves the file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the image, if desired.

Selecting a Scan Area - Home Mode
Available Image Adjustments - Home Mode
Selecting a Scan Size - Home Mode

Parent topic: Selecting Epson Scan Settings

Related concepts

Scan Resolution Guidelines
Image Preview Guidelines

Related tasks

Selecting Scan File Settings

Selecting a Scan Area - Home Mode

You can select a specific area in your preview image to include in your scanned image. You can select the entire image area or a portion of it. You can even select multiple scan areas to create multiple scanned images of different areas (Normal Preview mode only).

You can also use the scan area to select specific Image Adjustments settings for a scanned image. Just be sure to click inside the scan area before selecting the settings.

1. Do one of the following to select your scan area in the Preview image:

   - **Thumbnail preview**: Your scan area is selected automatically, but you can change it. Place your cursor in one corner of the desired scan area, then click and drag the cursor to the opposite corner to create a marquee (dotted line) on the preview image.

- **Normal preview**: Click the ![icon] Auto Locate icon to create a marquee (dotted line) on the preview image.

2. Do the following, as necessary, to work with the selected scan area:

   • If the marquee is correct, continue with the next step.

   • To move the marquee, click inside the scan area and drag the marquee where you want it.

   • To resize the scan area, place your cursor over the edge or corner of the marquee, then click and drag the edges where you want them. (Hold down the **Shift** key as you resize the marquee to retain the same width/height proportions.)

- **Normal preview**: To create additional marquees (up to 50), click the Copy Marquee icon to copy the existing marquee and paste it on the preview image.

  Note: If you draw multiple marquees, make sure you select the **All** button in the Preview window before you scan. Otherwise, only the area inside the currently selected marquee will be scanned.

- To delete a marquee, click the marquee, then click the Delete Marquee icon.

3. Click inside the scan area and make any necessary settings in the Epson Scan window.

Parent topic: Scanning in Home Mode

Available Image Adjustments - Home Mode

You can select these Image Adjustments options in Epson Scan Home Mode.
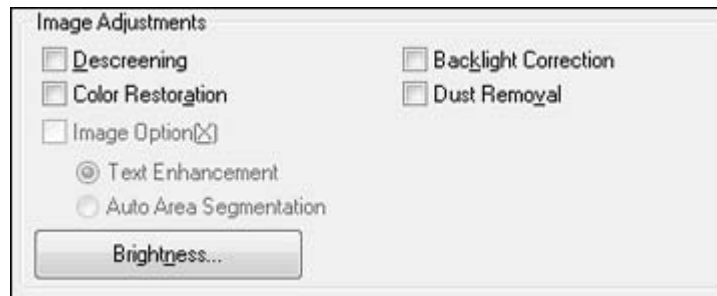
Note: Select the **Image Option** checkbox if you need to set any of the grayed-out image adjustments. Not all adjustment settings may be available, depending on the Document Type and Image Type setting. Click the **Brightness** button to access additional settings.

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.)

Color Restoration
Restores the colors in faded photos automatically.

Backlight Correction
Removes shadows from photos that have too much background light.

Dust Removal

Removes dust marks from your originals automatically.

Text Enhancement

Sharpens the appearance of letters in text documents.

Auto Area Segmentation

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

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.

Threshold

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

Parent topic: Scanning in Home Mode

Selecting a Scan Size - Home Mode

You can reduce or enlarge the size of your image as you scan. You can also select a specific scan size, such as a common photo size like 4 × 6 inches (102 × 152 mm). This places a scan area of that size on the preview image so you can use it to help crop the image in the correct proportions.

1. Click the **Preview** button to preview your image.

2. In the Epson Scan window, select the size you want your scanned image to be from the **Target Size** list.

Note: If you need to rotate the orientation of the target size for your image, click the Orientation icon.

A marquee (dotted line) appears on your preview image proportioned for the size you selected.

3. Do the following, as necessary, to work with the selected scan area:

   - To move the marquee, click inside the scan area and drag the marquee where you want it.

   - To resize the scan area, place your cursor over the edge or corner of the marquee, then click and drag the edge where you want it.

   Note: Manually adjusting the marquee will not change the target size of the scanned file. The marquee only indicates the area of the image that will be scanned.

4. To create a scanned image size that is not available in the Target Size list, click the **Customize** option.

5. Name the custom size, enter the size, click **Save**, and click **OK**. Then create a scan area on the preview image.

The marquee is automatically proportioned for your custom scan size.

Parent topic: Scanning in Home Mode

Scanning in Office Mode

When you scan in Office Mode, Epson Scan automatically saves your scanned file in JPEG format in your operating system's Pictures or My Pictures folder, or opens it in your scanning program. You can select settings, preview, and change the scanned file settings as necessary.

1. Start Epson Scan and select **Office Mode** as the Mode setting.

You see this window:
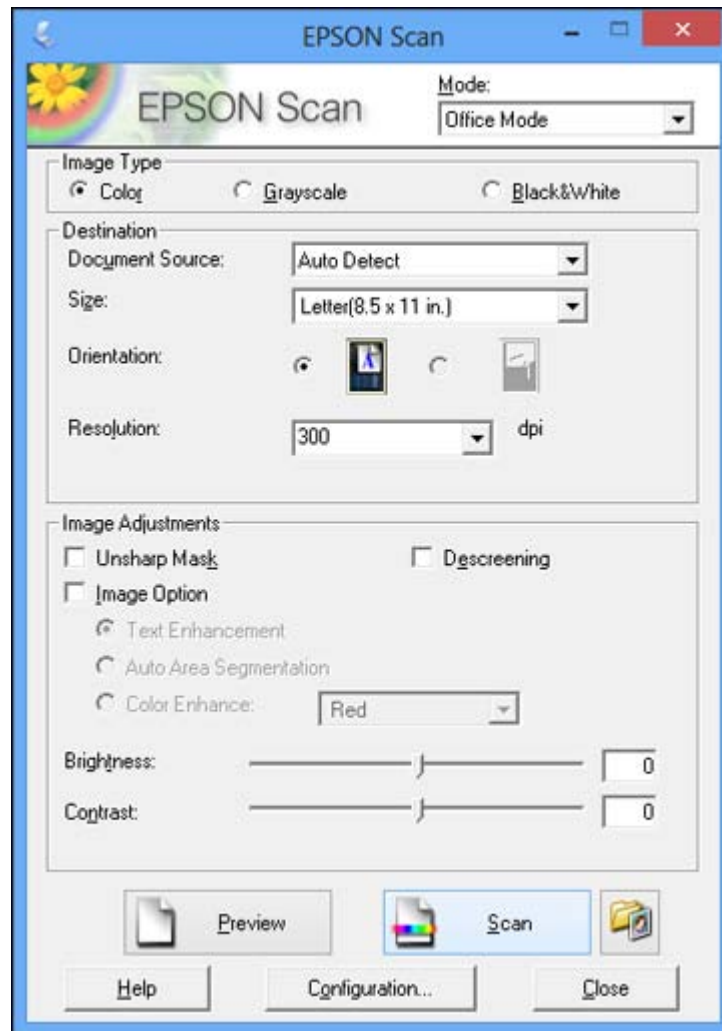
2. Select the **Image Type** setting that matches your original.

3. Select the **Document Source** setting indicating where you placed your original.

4. Select the **Size** and **Orientation** settings that match your original.

5. Select the **Resolution** setting you want to use for your scan.

6. Click the **Preview** button.

Epson Scan previews your original and displays the result in a separate Preview window.

7. If desired, select the area in your preview image that you want to scan (scan area).

8. Select any of the image adjustment settings you want to use. Before making adjustments, click the image or scan area in the Preview window.

9. Click **Scan**.

    You see the File Save Settings window.

10. Change any of the necessary file save settings and click **OK**.

Epson Scan scans your original, and saves the file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the image, if desired.

Selecting a Scan Area - Office Mode

Available Image Adjustments - Office Mode

Parent topic: Selecting Epson Scan Settings

Related concepts

Scan Resolution Guidelines

Image Preview Guidelines

Related tasks

Selecting Scan File Settings

Selecting a Scan Area - Office Mode

You can select a specific area in your preview image to include in your scanned image. You can select the entire image area or a portion of it. You can even select multiple scan areas to create multiple scanned images of different areas.

You can also use the scan area to select specific Image Adjustments settings for a scanned image. Just be sure to click inside the scan area before selecting the settings.

1. In the Preview window, click the Auto Locate icon to create a marquee (dotted line) on the preview image.
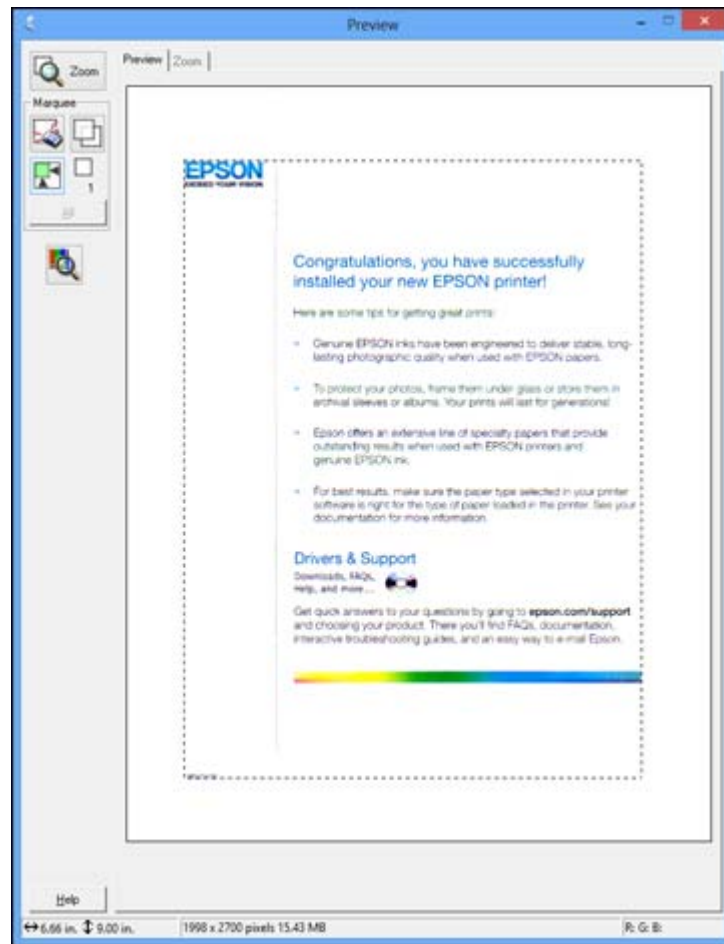
2. Do the following, as necessary, to work with the selected scan area:
   - If the marquee is correct, continue with the next step.
   - To move the marquee, click inside the scan area and drag the marquee where you want it.

- To resize the scan area, place your cursor over the edge or corner of the marquee, then click and drag the edges where you want them. (Hold down the **Shift** key as you resize the marquee to retain the same width/height proportions.)

- To create additional marquees (up to 50, if available), click the ⊡ Copy Marquee icon to copy the existing marquee and paste it on the preview image.

    Note: If you draw multiple marquees, make sure you select the **All** button in the Preview window before you scan. Otherwise, only the area inside the currently selected marquee will be scanned.

- To delete a marquee, click the marquee, then click the ⊡ Delete Marquee icon.

3. Click inside each scan area and make any necessary settings in the Epson Scan window.

Parent topic: Scanning in Office Mode

Available Image Adjustments - Office Mode

You can select these Image Adjustments options in Epson Scan Office Mode.
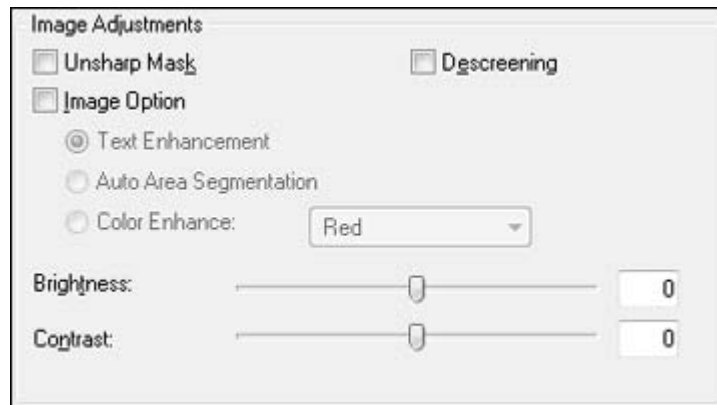
Note: Select the **Image Option** checkbox if you need to set any of the grayed-out image adjustments. Not all adjustment settings may be available, depending on the Image Type setting.

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.)

Text Enhancement

Sharpens the appearance of letters in text documents.

Auto Area Segmentation

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

Color Enhance

Enhances the red, green, or blue shades in the scanned image.

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.

Threshold

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

Parent topic: Scanning in Office Mode

Scanning in Professional Mode

When you scan in Professional Mode, Epson Scan automatically saves your scanned file in JPEG format in your operating system's Pictures or My Pictures folder, or opens it in your scanning program. You can select settings, preview, and change the scanned file settings as necessary.

1. Start Epson Scan and select **Professional Mode** as the Mode setting.

   You see this window:

EPSON Scan

EPSON Scan

Mode: Professional Mode

Settings

Name: Current Setting

Save   Delete

Original

Document Type: Reflective

Document Source: Document Table

Auto Exposure Type: Photo

Destination

Image Type: 24-bit Color

Resolution: 300 dpi

Document Size: W 8.50 H 11.70 in.

+ Target Size: Original   A

Adjustments

Reset

+ ☑ Unsharp Mask

+ ☐ Descreening

☑ Color Restoration

+ ☐ Backlight Correction

+ ☐ Dust Removal

Preview

Scan

☐ Thumbnail

Help   Configuration...   Close

2. Select the **Document Type** setting that matches your original, such as **Reflective** for documents or photos.

3. Select the **Document Source** setting indicating where you placed your original.

4. Select the specific type of original you are scanning as the **Auto Exposure Type** setting: **Document** or **Photo**.

5. Select the details of your original and how you want it scanned as the **Image Type** setting.

6. Select the **Resolution** setting you want to use for your scan.

7. Click the **Preview** button.

   Epson Scan previews your original and displays the result in a separate Preview window.

8. If desired, select the area in your preview image that you want to scan (scan area).

9. Select any of the image adjustment settings you want to use. Before making adjustments, click the image or scan area in the Preview window.

10. If you want to reduce or enlarge your image as you scan, select the **Target Size** setting you want to use.

11. Click **Scan**.

    You see the File Save Settings window.

12. Change any of the necessary file save settings and click **OK**.

Epson Scan scans your original, and saves the file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the image, if desired.

Available Image Types - Professional Mode
Selecting a Scan Area - Professional Mode
Available Image Adjustments - Professional Mode
Selecting a Scan Size - Professional Mode

Parent topic: Selecting Epson Scan Settings

Related concepts
Scan Resolution Guidelines
Image Preview Guidelines

Related tasks
Selecting Scan File Settings

Available Image Types - Professional Mode

You can select these Image Type options in Epson Scan Professional Mode.

24-bit Color
Select this setting for color photos.

Color Smoothing
Select this setting for color graphic images, such as charts or graphs.

8-bit Grayscale
Select this setting for black-and-white photos.

Black & White
Select this setting for black text documents or line art.

Parent topic: Scanning in Professional Mode

Selecting a Scan Area - Professional Mode

You can select a specific area in your preview image to include in your scanned image. You can select the entire image area or a portion of it. You can even select multiple scan areas to create multiple scanned images of different areas (Normal Preview mode only).

You can also use the scan area to select specific Image Adjustments settings for a scanned image. Just be sure to click inside the scan area before selecting the settings.

Note: In Professional Mode, the default Preview mode is Normal mode. To use Thumbnail Preview mode instead, select the **Thumbnail** checkbox beneath the Preview button (if available), then click the **Preview** button to preview your image again.

1. Do one of the following to select your scan area in the Preview image:

    - **Normal preview**: Click the Auto Locate icon to create a marquee (dotted line) on the preview image.

- **Thumbnail preview**: Your scan area is selected automatically, but you can change it. Place your cursor in one corner of the desired scan area, then click and drag the cursor to the opposite corner to create a marquee (dotted line) on the preview image.

2. Do the following, as necessary, to work with the selected scan area:

- If the marquee is correct, continue with the next step.

- To move the marquee, click inside the scan area and drag the marquee where you want it.

- To resize the scan area, place your cursor over the edge or corner of the marquee, then click and drag the edges where you want them. (Hold down the **Shift** key as you resize the marquee to retain the same width/height proportions.)

- **Normal preview**: To create additional marquees (up to 50, if available), click the Copy Marquee icon to copy the existing marquee and paste it on the preview image.

- To delete a marquee, click the marquee, then click the Delete Marquee icon.

Note: If you draw multiple marquees, make sure you select the **All** button in the Preview window before you scan. Otherwise, only the area inside the currently selected marquee will be scanned.

3. Click inside the scan area and make any necessary settings in the Epson Scan window.

Parent topic: Scanning in Professional Mode

Available Image Adjustments - Professional Mode

You can select these Adjustments options in Epson Scan Professional Mode.
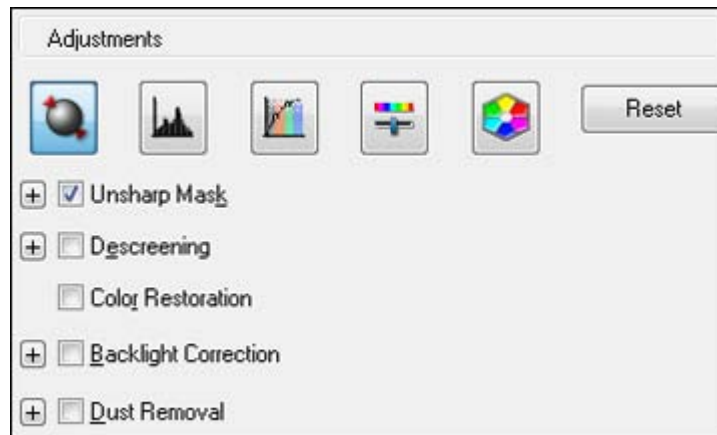
Note: Not all adjustment settings may be available, depending on the Image Type setting.

Click the image adjustment icon to access additional settings.

Click the **+** (Windows) or ▶ (Mac OS X) icon next to a setting to change the level of adjustment.

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.)

Color Restoration

Restores the colors in faded photos automatically.

Backlight Correction

Removes shadows from photos that have too much background light.

Dust Removal

Removes dust marks from your originals automatically.

Auto Exposure

Automatically adjusts the image exposure settings when you click the ![icon] Auto Exposure icon. To automatically adjust image exposure settings continuously, click the **Configuration** button, click the **Color** tab, and select **Continuous auto exposure**. You can adjust the level of auto exposure using a slider.

Histogram Adjustment

Provides a graphical interface for adjusting highlight, shadow, and gamma levels individually. (For advanced users only.) Click the ![icon] histogram icon to access the settings.

Tone Correction

Provides a graphical interface for adjusting tone levels individually. (For advanced users only.) Click the ![icon] tone correction icon to access the settings.

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.

Saturation

Adjusts the density of colors in the overall image.

Color Balance

Adjusts the balance of colors in the overall image.

Color Palette

Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image. (For advanced users only.) Click the ![icon] Color Palette icon to access the settings.

Threshold

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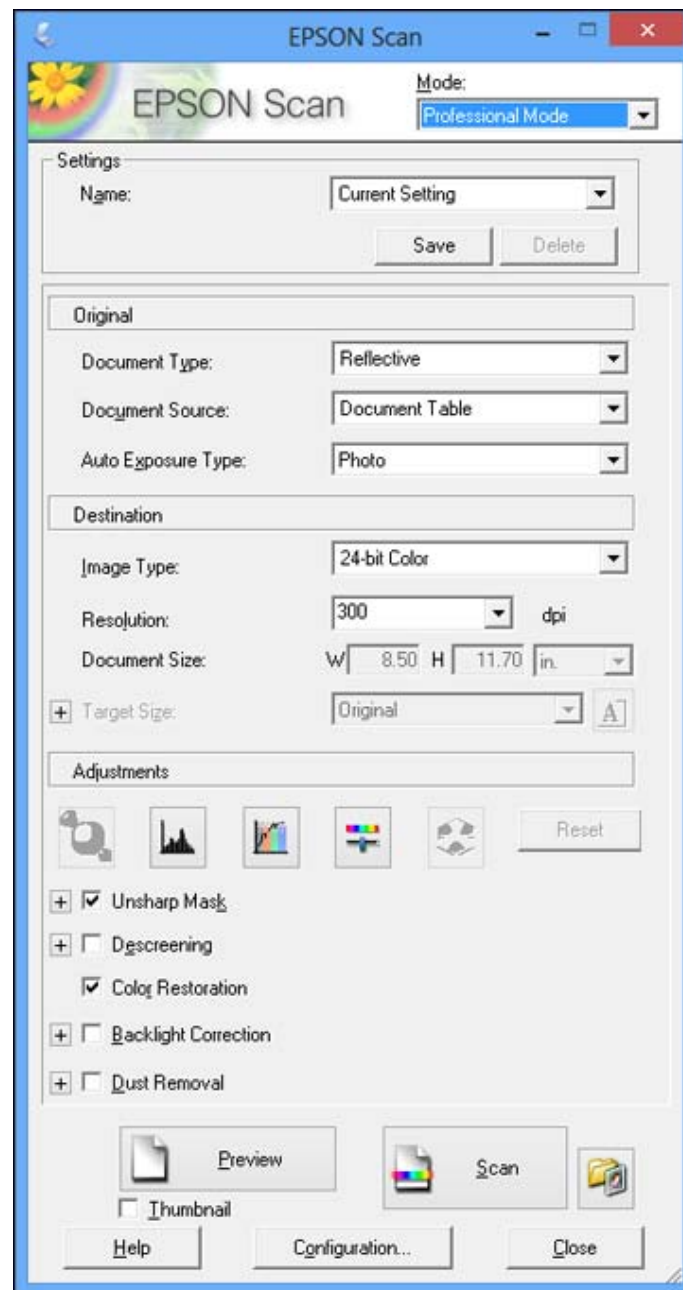
Parent topic: Scanning in Professional Mode

Selecting a Scan Size - Professional Mode

You can reduce or enlarge the size of your image as you scan. You can also select a specific scan size, such as a common photo size like 4 × 6 inches (102 × 152 mm). This places a scan area of that size on the preview image so you can use it to help crop the image in the correct proportions.

1. Click the **Preview** button to preview your image.

2. In the Epson Scan window, select the size you want your scanned image to be from the **Target Size** list.

Note: If you need to rotate the orientation of the target size for your image, click the orientation icon.

A marquee (dotted line) appears on your preview image proportioned for the size you selected.

3. Do the following, as necessary, to work with the selected scan area:

   • To move the marquee, click inside the scan area and drag the marquee where you want it.

   • To resize the scan area, place your cursor over the edge or corner of the marquee, then click and drag the edge where you want it.

   Note: Manually adjusting the marquee will not change the target size of the scanned file. The marquee only indicates the area of the image that will be scanned.

4. To create a scanned image size that is not available in the Target Size list, click the **Customize** option.

5. Name the custom size, enter the size, click **Save**, and click **OK**. Then create a scan area on the preview image.

   The marquee is automatically proportioned for your custom scan size.

6. To use additional sizing tools, click the **+** (Windows) or ▶ (Mac OS X) icon next to the Target Size setting and select options as desired.
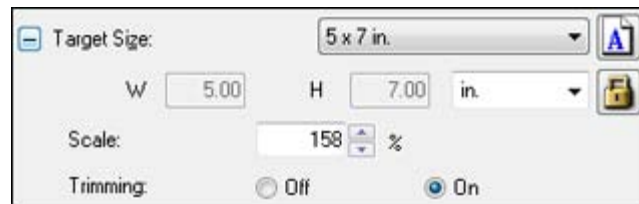
- **Scale**: Reduces or enlarges your image by the percentage you enter.

- **Trimming**: Turns automatic image cropping on or off.

- ⬚ Unlock icon: Unlocks the width/height proportions of the scanned image size so you can adjust it without constraint.

Parent topic: Scanning in Professional Mode

Image Preview Guidelines

You can preview your scanned image so you can adjust the scan settings using the preview as a guide. There are two types of preview available, depending on the scan mode and selected settings:

Thumbnail preview
A thumbnail preview displays your previewed images as thumbnails with the scanned image area and exposure automatically selected. If the **Thumbnail** checkbox is selected, clicking the **Preview** button opens a thumbnail preview.

Normal preview
A normal preview displays your previewed images in their entirety so you can select the scanned image area and other settings manually. If the **Thumbnail** checkbox is deselected, clicking the **Preview** button opens a normal preview.

Parent topic: Selecting Epson Scan Settings

Scan Resolution Guidelines

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. Follow these guidelines to determine the resolution setting you need:

- You will enlarge the image as you scan it.

  If you will enlarge the image using Epson Scan's Target Size setting (Home and Professional modes only), you do not need to increase the Resolution setting.

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

  Increase Epson Scan's 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 Epson Scan's Resolution setting based on how you will use the scanned image:

  - E-mail/view on a computer screen/post on the web: 96 to 150 dpi

  - Print/convert to editable text (OCR): 300 dpi

- Fax: 200 dpi

Parent topic: Selecting Epson Scan Settings

Selecting Scan File Settings

You can select the location, name, and format of your scan file on the File Save Settings window. You can also select various optional settings that control how Epson Scan behaves when you scan and save files.
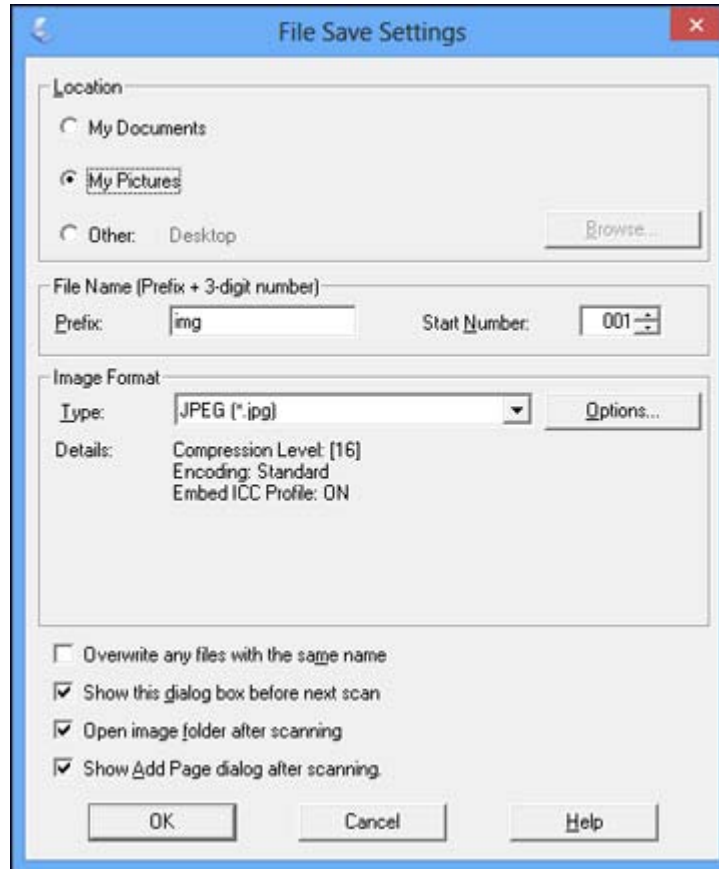
The File Save Settings window may appear after you click **Scan** on the Epson Scan window. You may also be able to access the window by clicking the [icon] icon on the Epson Scan window.

1. Do one of the following to select the folder in which you want to save your scanned image:
   - Click the button for one of the displayed folders.
   - Click the **Other** button, click the **Browse** or **Choose** button, and select a folder.
2. Type in a stem file name in the **Prefix** field. This name is used along with numbers to automatically name your scanned files.
3. Select a different number as the **Start Number** setting, if you like.
4. Select the file format you want to use in the Image Format **Type** menu.
5. If your file format provides optional settings, click the **Options** button to select them.
6. Choose any of the optional settings you want to use by selecting their checkboxes.
7. Click **OK**.

Available Scanned File Types and Optional Settings

Parent topic: Selecting Epson Scan Settings

Available Scanned File Types and Optional Settings

You can select from a variety scanned file types and optional settings on the File Save Settings window in Epson Scan.

File Formats

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.)

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 OS X systems using Adobe Reader, Acrobat, or other programs. You can save multi-page documents in one PDF file.

PICT (*.pct)
A standard image file format for most Mac OS X programs.

PRINT Image Matching II (*.jpg or *.tif)
File formats that include Epson PRINT Image Matching II data for enhanced quality and a wider color range (does not affect the way the image displays on the screen).

TIFF (*.tif)
A file format created for exchanging data between many programs, such as graphic and DTP software.

Optional Settings

Overwrite any files with the same name
Select to overwrite previous files with the same names.

Show this dialog box before next scan
Select to have the File Save Settings window appear automatically before you scan.

Open image folder after scanning
Select to have Windows Explorer or Mac OS X Finder automatically open to the folder where your scanned image is saved after scanning.

Show Add Page dialog after scanning
If you are scanning a multi-page document using the PDF or Multi-Tiff format, select to display a prompt for scanning additional pages after the first page is scanned.

Parent topic: Selecting Scan File Settings

Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture

With Mac OS X 10.6/10.7/10.8, you can scan with your product using an image-editing application such as Image Capture.

1. Open an image editing application, such as Image Capture.

2. Select your Epson product from the **DEVICES** or **SHARED** list, if necessary.

3. If you see the **Show Details** button, click it.

    If you are scanning an item on the scanner glass, your product begins a preview scan.

4. Select the **Scan Mode** setting indicating where you placed your original (if available). Select any other scan settings as necessary.

Kind:	Color
Resolution:	50 ▼ dpi
	✓ Use Custom Size
Size:	21.56 29.69 cm
Rotation Angle:	0°
Auto selection:	Detect Separate Items
Scan To:	📁 Pictures
Name:	Escanear
Format:	JPEG
Image Correction:	None
Unsharp Mask	None
Descreening	None
Backlight Correction	None
Dust Removal	None
	☐ Color Restoration

Hide Details   Overview   Scan

5. Select the folder in which you want to save your scanned file in the **Scan To** pop-up menu.

6. Click **Scan**.

    Your scanned file is saved in the folder you selected.

Available Scan Settings - Mac OS X Image Capture

Parent topic: Scanning

Related tasks
Placing Originals on the Scanner Glass

Available Scan Settings - Mac OS X Image Capture

You can select these scan settings in your imaging editing application for Mac OS X.

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.)

Backlight Correction
Removes shadows from photos that have too much background light.

Dust Removal
Removes dust marks from your originals automatically.

Color Restoration
Restores the colors in faded photos automatically.

Parent topic: Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture

Scanning Special Projects

Your product's scanning software offers various options to help you quickly complete special scan projects.

Scanning to a PDF File
Restoring Photo Colors as You Scan

Parent topic: Scanning

Scanning to a PDF File

Using Epson Scan, you can scan a multi-page document and save it in one PDF (Portable Document Format) file on your computer.

1. Place your original on your product for scanning.

2. Start Epson Scan.

3. Select the scan mode you want to use.

4. Select the scan settings for your scan.

5. Preview your image.

6. When you finish selecting all your settings, click **Scan**.

   You see the File Save Settings window.
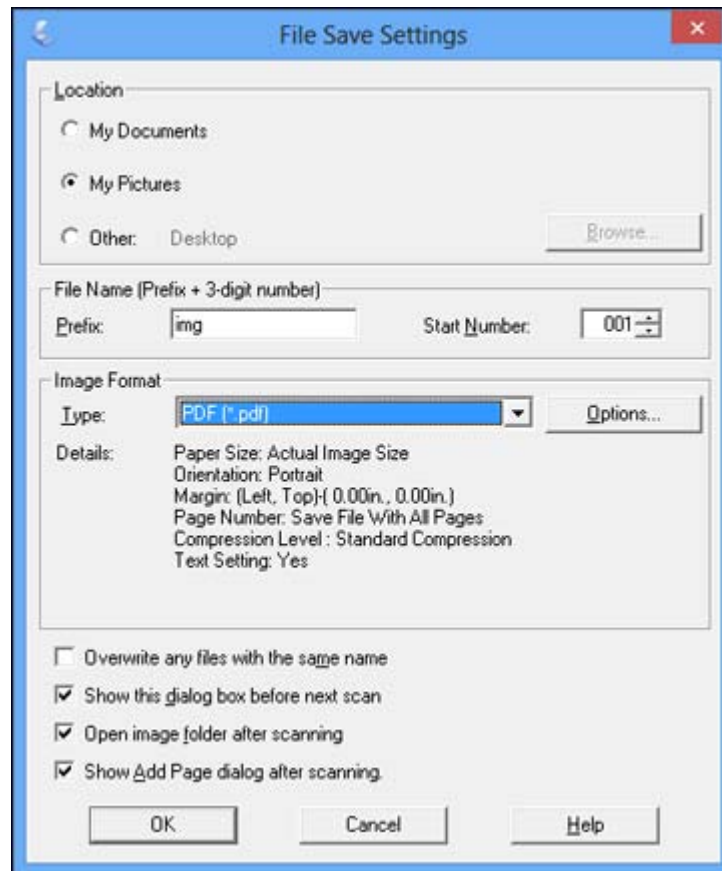
7. Select **PDF** as the Type setting.

8. Select any other settings you want to use on the File Save Settings window. Click the **Options** button to access additional settings.

9. Click **OK**.

   Epson Scan scans your document and you see this window:
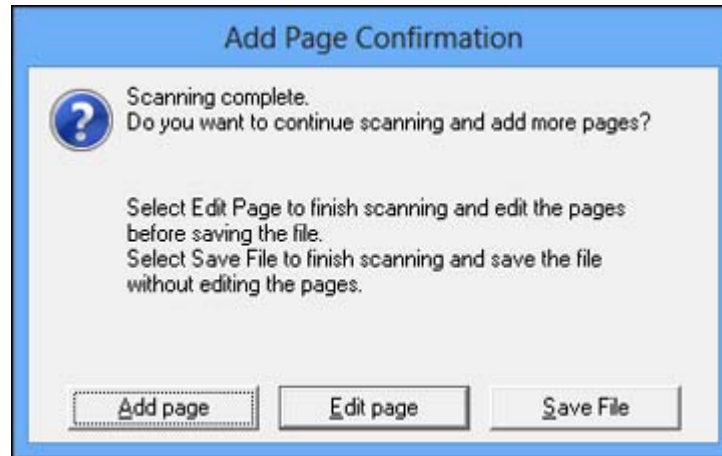
10. Choose one of the following options on the screen:

- If you are scanning only one page, click **Save File**.

- If you need to scan additional pages in a document, click **Add page**. Place additional pages on the product for scanning, click **Scan**, and repeat until you have scanned all the pages. When you are finished, click **Save File**.

- If you need to delete or reorder the scanned pages, click **Edit page**. Delete or reorder the pages using the icons that appear on the bottom of the editing window. When you are finished, click **OK**.

Note: If you installed an OCR (Optical Character Recognition) program, you may see a screen indicating the program is converting your page to text. Wait until the program re-scans the page and close the program, if necessary.

11. Click **Close** to exit the Epson Scan window, if necessary.

Epson Scan scans your original, and saves the PDF file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the document, if desired.

Parent topic: Scanning Special Projects

Related tasks
Selecting the Scan Mode
Selecting Scan File Settings

Restoring Photo Colors as You Scan

You can restore the colors in faded photos as you scan them using Epson Scan's Color Restoration setting. You can select this setting in any of the available scan modes.

Note: Color restoration is not available in Office Mode, if Epson Scan offers that mode.

1. Place your original on your product for scanning.

2. Start Epson Scan.

3. Select the scan mode you want to use.

4. Select the scan settings for your scan.

5. Preview your image.

6. Locate or access the image adjustment settings.

7. Select the **Color Restoration** checkbox.

8. When you finish selecting all your settings, click **Scan**.

9. Click **Close** to exit the Epson Scan window, if necessary.

Epson Scan scans your original, and saves the color-restored file in the selected folder or opens it in your scanning program. If the file was saved directly to your computer, you see the file in the Windows Explorer or Mac OS X Finder, where you can view and print the image, if desired.

Parent topic: Scanning Special Projects

Related tasks

Selecting the Scan Mode

Related topics

Starting a Scan

Selecting Epson Scan Settings

Replacing Ink Cartridges

When an ink cartridge is expended, you need to replace it.

You may also need to replace a cartridge that is more than six months old, if your printouts do not look their best, even after cleaning and aligning the print head.

Check Cartridge Status
Purchase Epson Ink Cartridges
Removing and Installing Ink Cartridges
Replacing Ink Cartridges Using a Computer Utility
Printing With Black Ink and Expended Color Cartridges
Conserving Low Black Ink with Windows

Check Cartridge Status

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

Checking Cartridge Status Lights
Checking Cartridge Status with Windows
Checking Cartridge Status with Mac OS X

Parent topic: Replacing Ink Cartridges

Checking Cartridge Status Lights

You can check the status of your ink cartridges by checking the lights on your product.

- If the ♦ ink light is flashing, a cartridge is low. You can continue printing until the cartridge needs replacement.

- If the ♦ ink light is on, a cartridge is expended. You must replace the cartridge before you can print.

   Note: Depending on the color of the expended cartridge and how you are printing, you may be able to continue printing temporarily.

   Parent topic: Check Cartridge Status

Checking Cartridge Status with Windows

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

1. To check your cartridge status, double-click the product icon in the Windows taskbar.

   You see this window:
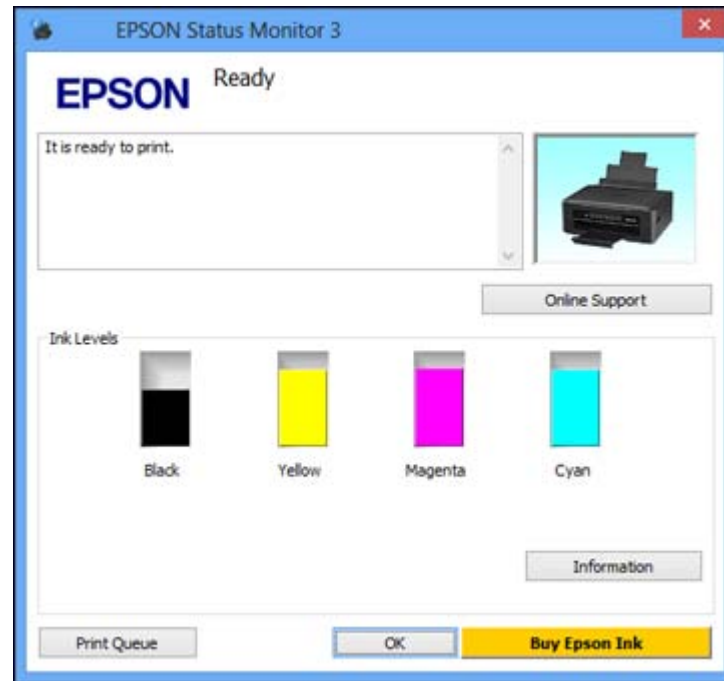
2. Replace or reinstall any ink cartridge indicated on the screen.

   Note: If any of the cartridges installed in the product are broken, incompatible with the product model, or improperly installed, Epson Status Monitor will not display an accurate cartridge status.

3. To disable the low ink reminder, right-click the product icon in the Windows taskbar and select **Monitoring Preferences**.

   You see this window:
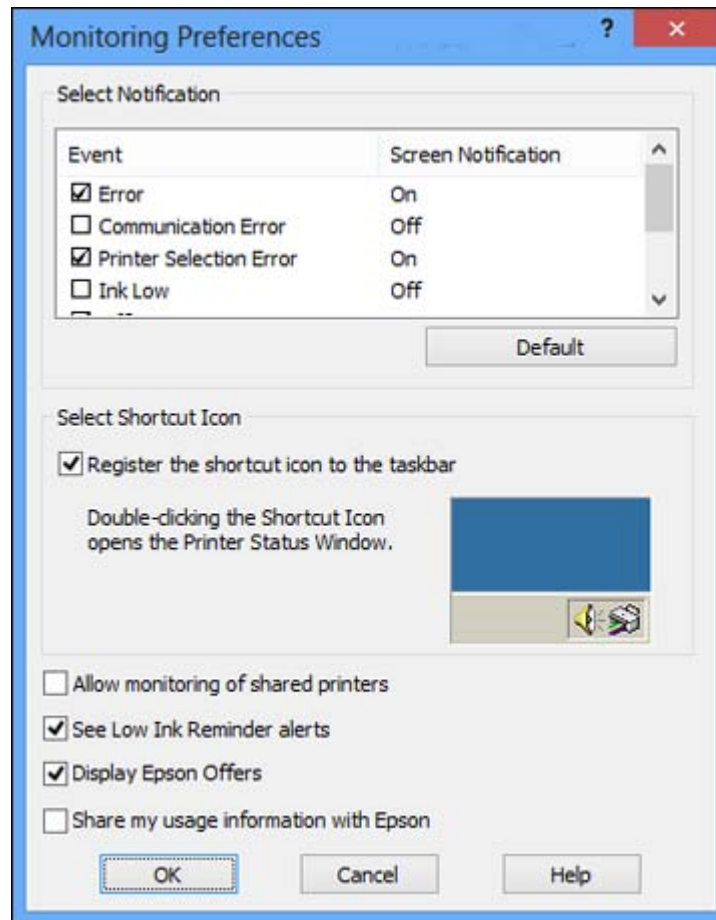
4. Deselect the checkbox at the bottom of the screen.

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

Parent topic: Check Cartridge Status

Related references

Control Panel Buttons and Lights

Related tasks

Removing and Installing Ink Cartridges

Related topics

Checking Cartridge Status with Mac OS X

You can check your cartridge status using a utility on your Mac.

1. Do one of the following:

   - **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.

   - **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue**. Select **Utility**.

2. Select **EPSON Status Monitor**.

   You see this window:

3. Do the following as necessary:

- To update the ink cartridge status, click **Update**.
- Replace or reinstall any ink cartridge indicated on the screen.

Note: Depending on the color of the expended cartridge and how you are printing, you may be able to continue printing temporarily.

Note: If any of the cartridges installed in the product is broken, incompatible with the product model, or improperly installed, Epson Status Monitor will not display an accurate cartridge status.

Parent topic: Check Cartridge Status

Related references

Control Panel Buttons and Lights

Related tasks

Removing and Installing Ink Cartridges

Related topics

Printing With Black Ink and Expended Color Cartridges

Purchase Epson Ink Cartridges

You can purchase genuine Epson ink and paper from an Epson authorized reseller. To find the nearest reseller, visit global.latin.epson.com or call your nearest Epson sales office (website available in Spanish and Portuguese only).

Note: This product was originally designed to work with genuine Epson ink cartridges. Your product may not function properly if you use other types of cartridges or if you use refilled cartridges.

The included cartridges must be used for printer setup and are not for resale. For more information, see www.latin.epson.com/infocartucho (website available in Spanish only). Yields vary considerably based on images printed, print settings, paper type, frequency of use, and temperature. For print quality, a variable amount of ink remains in the cartridge after the "replace cartridge" indicator comes on.

Ink Cartridge Part Numbers

Parent topic: Replacing Ink Cartridges

Ink Cartridge Part Numbers

Use these part numbers when you order or purchase new ink cartridges, and use the cartridges within six months of installing them.

Ink color	Part number	
	Standard-capacity	**High-capacity**
Black	195	197
Cyan	195	196
Magenta	195	196
Yellow	195	196

Parent topic: Purchase Epson Ink Cartridges

Removing and Installing Ink Cartridges

Make sure you have your replacement cartridges handy before you begin. You must install new cartridges immediately after removing the old ones.

Caution: Leave your old cartridges in the printer until you are ready to replace them to prevent the print head nozzles from drying out. Do not open ink cartridge packages until you are ready to install the ink. Cartridges are vacuum packed to maintain reliability.

1. Turn on your product.
2. Lift up the scanner unit.
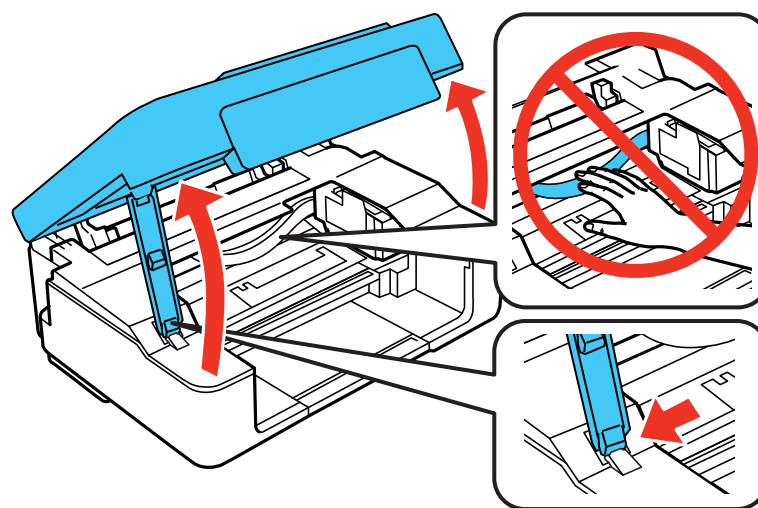
Caution: Do not move the print head by hand; otherwise, you may damage your product. Do not touch the flat white cable inside the printer.

3. If the ◆ ink light is on, press the ⊘ stop button. If the ◆ ink light is flashing or off, press and hold the ⊘ stop button for 6 seconds until the ink cartridge holder moves to the replacement position.

   • If a cartridge is low or expended, the print head moves that cartridge to the indicator position. Press the ⊘ stop button. The print head moves the next low or expended cartridge to the indicator position. Continue to press the ⊘ stop button until the print head moves to the replacement position.
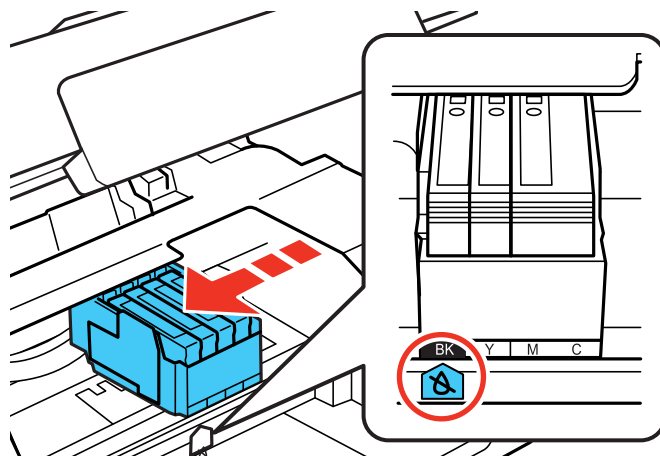
- If no cartridges are low or expended, the print head moves directly to the replacement position.

4. Squeeze the tab on the cartridge and lift the cartridge straight up to remove it.
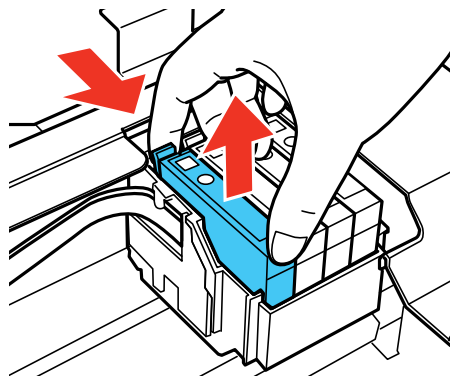
Note: Dispose of used cartridges carefully. Do not take the used cartridge apart or try to refill it.

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 and see a doctor right away. Keep ink cartridges out of the reach of children.

5. Before opening the new cartridge package, shake it gently four or five times.
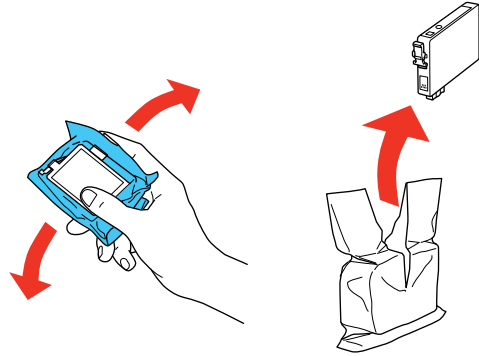
Caution: Do not shake the cartridges after opening the packages, or ink may leak.

6. Remove the cartridge from the package.

Caution: Do not touch the green chip on the cartridge. Install the new cartridge immediately after removing the old one; if you do not, the print head may dry out and be unable to print.

7. Remove the yellow tape from the side of the cartridge.
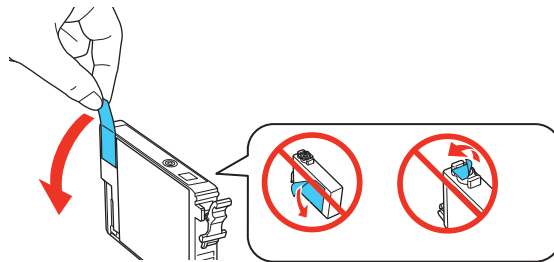
Caution: Do not remove any other labels or seals, or ink will leak.

8. Insert the new cartridge into the holder and push it down until it clicks into place.
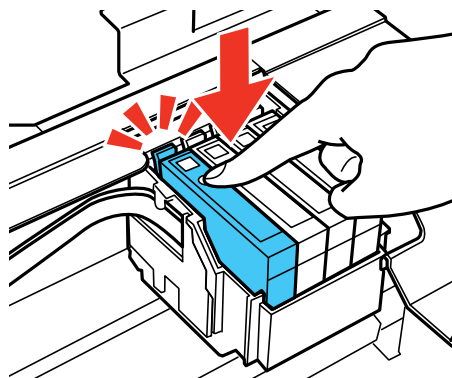
9. Lower the scanner unit.
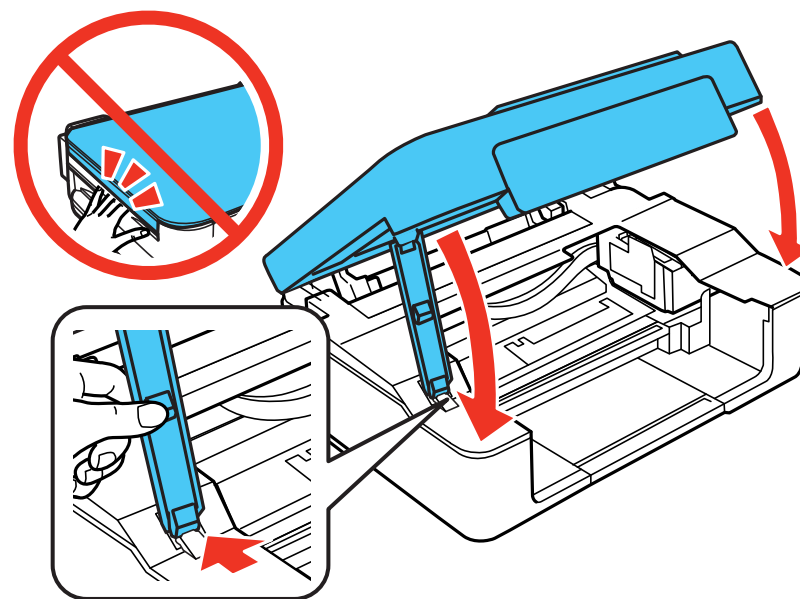
10. Press the ⊖ stop button.

The print head moves to its home position and the printer starts charging the ink. This takes about 2 minutes to complete. When the ⏻ power light stops flashing and remains on, ink charging is finished.

Caution: Never turn off the product while the power light is flashing or you will waste ink.

Note: If the ● ink light is on after the print head moves to its home position, an ink cartridge may not be installed properly. Press the ⊘ stop button, then press the ink cartridge down until it clicks into place.

If you remove a low or expended ink cartridge, you cannot re-install and use the cartridge.

Caution: If you remove an ink cartridge for later use, protect the ink supply area from dirt and dust and store it in the same environment as the printer. The valve in the ink supply port is designed to contain any excess ink, but do not touch the ink supply port or surrounding area. Always store ink cartridges with the label facing up; do not store cartridges upside-down.

Parent topic: Replacing Ink Cartridges

Related concepts
Purchase Epson Ink Cartridges

Replacing Ink Cartridges Using a Computer Utility

You can use the Ink Cartridge Replacement utility to view on-screen instructions for replacing an ink cartridge. This method allows you to replace a cartridge before it is low or expended (if it is too old, for example).

1. Do one of the following:
   - **Windows**: Right-click the product icon in the Windows taskbar and select **Printer Settings**. Then click the **Maintenance** tab.
   - **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.
   - **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue**. Select **Utility**.

   You see a window like this:
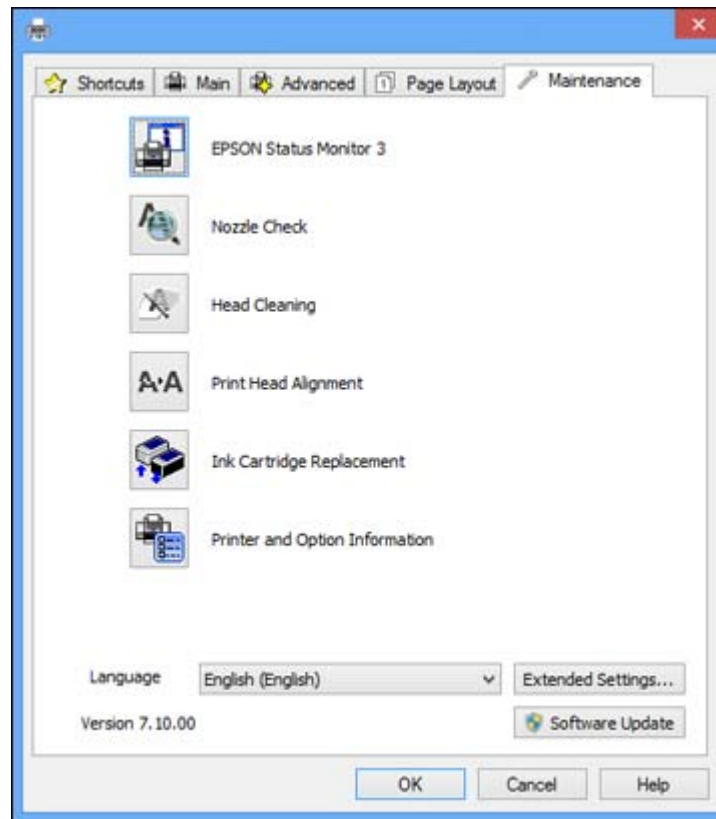
2. Click the **Ink Cartridge Replacement** icon and follow the on-screen instructions to replace your ink cartridges as necessary.

Parent topic: Replacing Ink Cartridges

Related concepts

Purchase Epson Ink Cartridges

Printing With Black Ink and Expended Color Cartridges

When a color ink cartridge is expended, you can temporarily continue printing from your computer using black ink. Replace the expended color cartridge as soon as possible for future printing.

Note: You cannot print with expended color ink cartridges using your product's control panel.

Parent topic: Replacing Ink Cartridges

Printing With Expended Color Cartridges - Windows

If you see a message during printing telling you that you can temporarily print in black ink with an expended color cartridge, you can cancel your print job and select settings to print on plain paper or on an envelope.

Note: To use this feature, Epson Status Monitor must be enabled.

1. Click **Cancel** or **Cancel Print** to cancel your print job.

2. Load plain paper or an envelope in your product.

3. Access the print settings in your print application.

4. Click the **Main** tab.

5. Select **Plain Paper/Bright White Paper** or **Envelope** as the paper type setting.

6. Select the **Black/Grayscale** checkbox.

7. Click **OK**.

8. Print your document.

   Epson Status Monitor 3 displays a print message.

9. Click **Print in Black** to print your document.

Parent topic: Printing With Black Ink and Expended Color Cartridges

Related tasks

Selecting Basic Print Settings - Windows
Cancelling Printing Using a Product Button

Printing With Expended Color Cartridges - Mac OS X

If printing stops, you can cancel your print job and select settings to temporarily print with only black ink on plain paper or on an envelope.

1. Click the printer icon in the Dock.

2. If you see a message telling you that you can temporarily print with only black ink, click the **Delete** icon to cancel your print job.

   Mac OS X 10.8: Click the [X] button to cancel your print job. If an error message is displayed, click the **OK** button.

3. In the Apple menu or the Dock, select **System Preferences**.

4. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**.

5. Select **Driver**.

   You see this screen:

6. Select **On** as the **Permit temporary black printing** setting.

7. Click **OK**.

8. Close the utility window.

9. Load plain paper or an envelope in your product.

10. Access the print settings in your print application.

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

12. Select **Plain Paper/Bright White Paper** or **Envelope** as the paper type setting.

13. Select the **Grayscale** option.

14. Click **Print** to print your document.

Parent topic: Printing With Black Ink and Expended Color Cartridges

Related tasks

Selecting Basic Print Settings - Mac OS X

Cancelling Printing Using a Product Button

Conserving Low Black Ink with Windows

The following window appears when black ink runs low and there is more color ink.
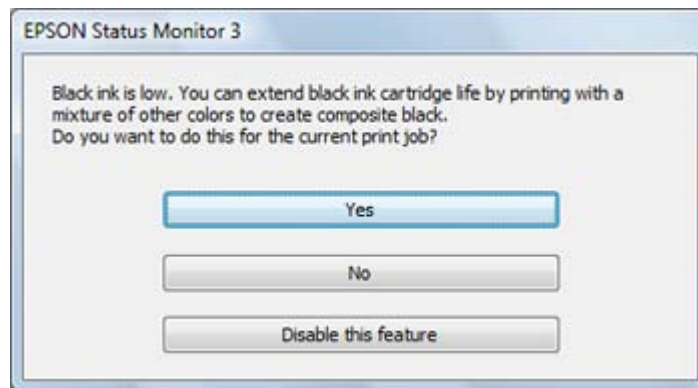
Note: The window appears only when you have selected **Plain Paper/Bright White Paper** as the paper type setting, and depends on other selected print settings. To use this feature, Epson Status Monitor must be enabled.

- Click **Yes** to use a mixture of color inks to create black, or **No** to continue using the remaining black ink for the document you are printing.

- Click **Disable this feature** to continue using the remaining black ink.

    Note: If you disable this feature, it remains disabled until you reinstall the black ink cartridge.

Parent topic: Replacing Ink Cartridges

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 replace the ink cartridges.

Print Head Maintenance
Print Head Alignment
Cleaning the Paper Path

Related topics
Replacing Ink Cartridges

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 an ink cartridge is expended, and may not be able to clean it when a cartridge is low. You must replace the cartridge first.

Print Head Nozzle Check
Print Head Cleaning

Parent topic: Adjusting Print Quality

Related topics
Replacing Ink Cartridges

Print Head Nozzle Check

You can print a nozzle check pattern to check for clogged nozzles.

Checking the Nozzles Using the Product Buttons
Checking the Nozzles Using a Computer Utility

Parent topic: Print Head Maintenance

Checking the Nozzles Using the Product Buttons

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

1. Press the ⏻ power button to turn the product off.

2. Load a few sheets of plain paper in the product.

3. Hold down the ⊘ stop button and press the ⏻ power button to turn the product on.

4. When the product turns on, release both buttons.

   The product begins printing a nozzle check pattern.

5. Check the printed pattern to see if there are gaps in the lines.
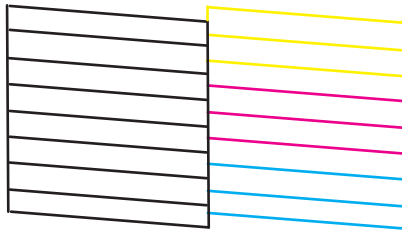
   Print head is clean

   Print head needs cleaning
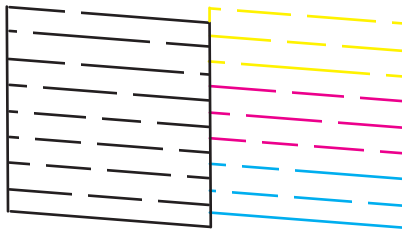
6. If there are no gaps, the print head is clean and you can continue printing.

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

   Parent topic: Print Head Nozzle Check

   Related concepts

   Print Head Cleaning

Checking the Nozzles Using a Computer Utility

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

1. Load a few sheets of plain paper in the product.
2. Do one of the following:
   - **Windows:** Right-click the product icon in the Windows taskbar.
   - **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.
   - **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue**. Select **Utility**.
3. Select **Nozzle Check**.

   You see a window like this:
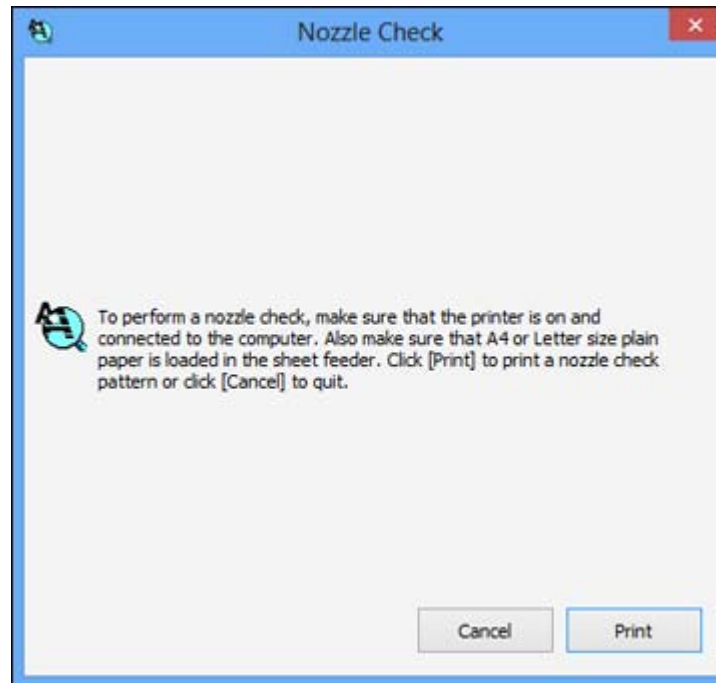
4. Click **Print**.
5. Check the printed pattern to see if there are gaps in the lines.
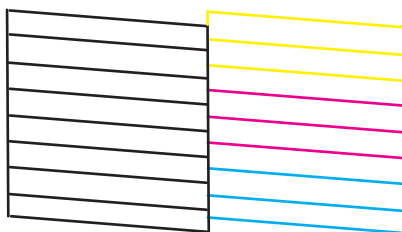
   Print head is clean

Print head needs cleaning
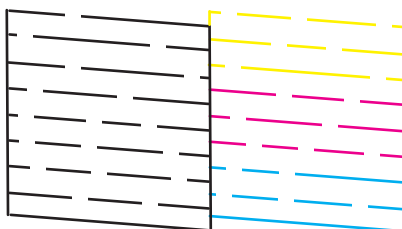
6. If there are no gaps, click **Finish**.

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

Parent topic: Print Head Nozzle Check

Related concepts

Print Head Cleaning

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 an ink cartridge is expended, and may not be able to clean it when a cartridge is low. You must replace the cartridge first.

Cleaning the Print Head Using the Product Buttons
Cleaning the Print Head Using a Computer Utility

Parent topic: Print Head Maintenance

Related concepts

Print Head Nozzle Check

Related topics

Replacing Ink Cartridges

Cleaning the Print Head Using the Product Buttons

You can clean the print head using the buttons on your product.

1. Make sure no product lights are indicating errors.

2. Load a few sheets of plain paper in the product.

3. Hold down the ⊘ stop button for 3 seconds to start the cleaning cycle.

   The ⏻ power light flashes throughout the cleaning cycle and stays on when the cleaning cycle is finished.

   Caution: Never turn off the product during a cleaning cycle or you may damage it.

4. Run a nozzle check to confirm that the print head is clean.

If you don't see any improvement after cleaning the print head up to 4 times, turn off the product and wait at least 6 hours. Then try cleaning the print head again. If quality still does not improve, one of the ink cartridges may be old or damaged and needs to be replaced.

Parent topic: Print Head Cleaning

Related concepts

Print Head Nozzle Check

Related topics

Replacing Ink Cartridges

Cleaning the Print Head Using a Computer Utility

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

1. Load a few sheets of plain paper in the product.

2. Do one of the following:

   • **Windows:** Right-click the product icon in the Windows taskbar.

   • **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.

- **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue**. Select **Utility**.

3. Select **Head Cleaning**.

   You see a window like this:

   ```
   Head Cleaning

   Click [Start] to clean the print head nozzles. Because cleaning
   consumes some ink, only clean 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 cleaned.

                                              Cancel        Start
   ```
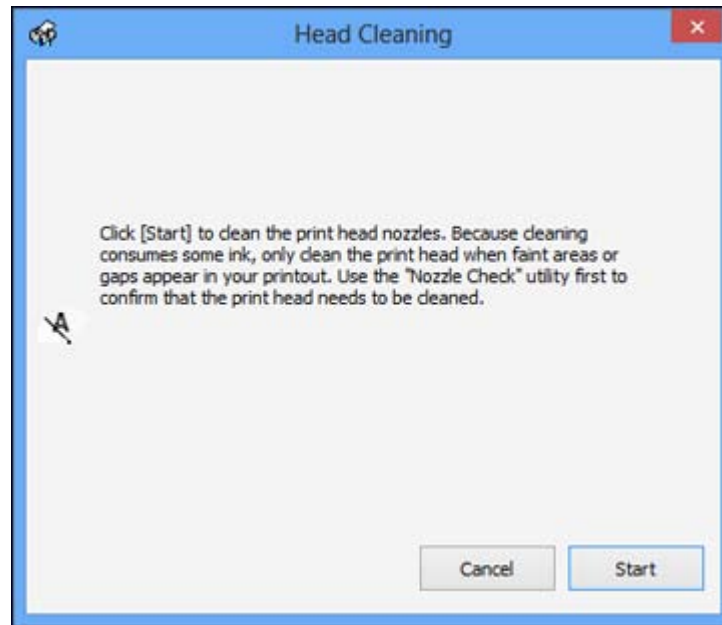
4. Click **Start** to begin the cleaning cycle.

   The ⏻ power light flashes throughout the cleaning cycle and stays on when the cleaning cycle is finished.

   Caution: Never turn off the product during a cleaning cycle or you may damage it.

5. When the ⏻ power light stops flashing and remains on, you can check to see if the nozzles are clean; click **Print Nozzle Check Pattern** and click **Print**.

6. Check the printed pattern to see if there are gaps in the lines.
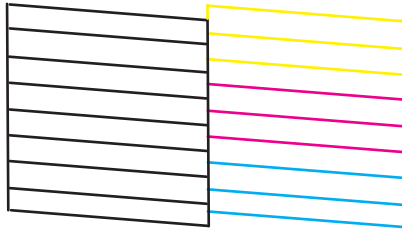
   Print head is clean

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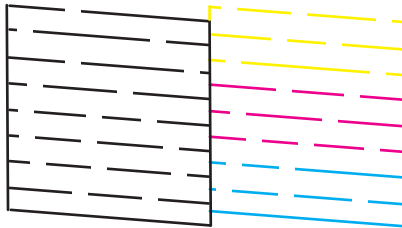
- If there are no gaps, click **Finish**.
- If there are gaps or the pattern is faint, click **Clean** to clean the print head again.

If you don't see any improvement after cleaning the print head up to 4 times, turn off the product and wait at least 6 hours. Then try cleaning the print head again. If quality still does not improve, one of the ink cartridges may be old or damaged and needs to be replaced.

Parent topic: Print Head Cleaning

Related topics

Replacing Ink Cartridges

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 a Computer Utility

Parent topic: Adjusting Print Quality

Related concepts

Print Head Cleaning

Aligning the Print Head Using a Computer Utility

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

1. Load a few sheets of plain paper in the product.

2. Do one of the following:

   - **Windows:** Right-click the product icon in the Windows taskbar.

   - **Mac OS X 10.6/10.7/10.8**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax** or **Print & Scan**, select your product, and select **Options & Supplies**. Select **Utility** and select **Open Printer Utility**.

   - **Mac OS X 10.5**: In the Apple menu or the Dock, select **System Preferences**. Select **Print & Fax**, select your product, and select **Open Print Queue**. Select **Utility**.

3. Select **Print Head Alignment**.

4. Click **Next**, then click **Print** to print an alignment sheet.

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

   You see a window like this:
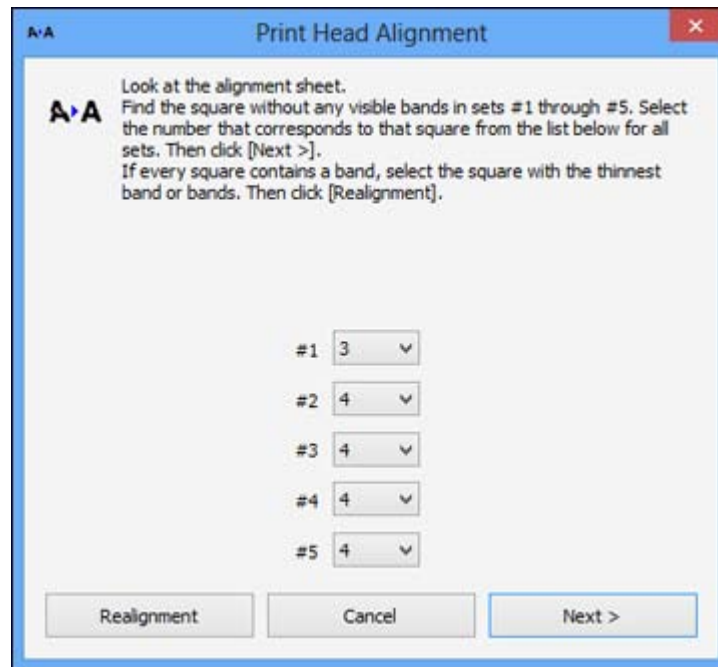
5. Check the printed pattern and follow the instructions on the screen to choose the number representing the best printed pattern for each set.

   • After choosing each pattern number, click **Next**.

   • If no patterns are aligned in one or more of the sets, choose the closest one in each set and click **Realignment**. Then print another alignment sheet and check it.

   Note: Click **Skip** (where available) if you want to skip a particular alignment sheet.

6. When you are done, click **Finish**.

Parent topic: Print Head Alignment

Cleaning the Paper Path

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

1. Load a few sheets of plain paper in the product.

2. Use the product control panel to make a copy, but without placing a document on the scanner glass.

3. Check the back of the ejected paper to see if it is clean.

4. Repeat as necessary until the paper comes out clean.

Parent topic: Adjusting Print Quality

Related tasks

Copying Documents or Photos

Cleaning and Transporting Your Product

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

Cleaning Your Product
Transporting Your Product

Cleaning Your Product

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

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

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 cable.

3. Disconnect any connected cables.

4. Remove all the paper.

5. Clean the scanner glass 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.

6. 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

Transporting Your Product

If you need to ship your product or transport it a long 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.

- Leave the ink cartridges installed. Removing the cartridges can dry out the print head and may prevent the product from printing.
- Do not carry the product by its control panel; this may damage the product.

1. Turn off the product.

2. 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, then turn the product off again.

3. Secure the ink cartridge holder to the case with tape.
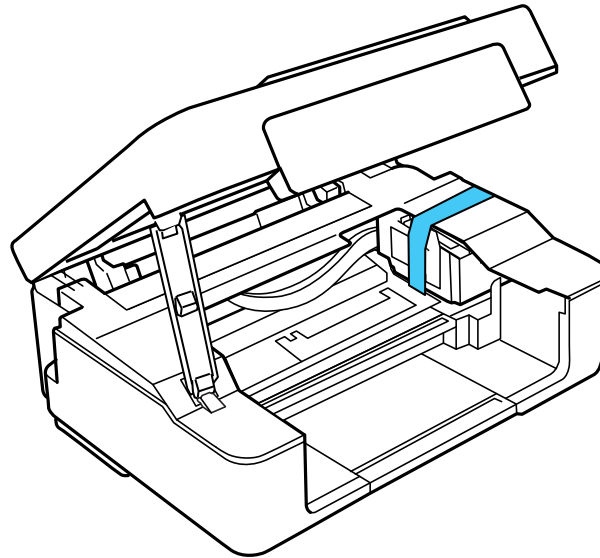
Caution: Do not place tape on the white flat cable inside the product; otherwise, you may damage your product.

4. Lower the scanner unit.

5. Remove all the paper from the product.

6. Unplug the power cable.

7. Disconnect any connected cables.

8. Close the output tray and paper support.

9. Place the product in its original packing materials, if possible, or use equivalent materials with cushioning around the product.

Keep the product level during transportation. Be sure to remove the tape from the ink cartridge holder 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

Periodically, it's a good idea to check Epson's support website for free updates to your product software. Visit the driver download site at global.latin.epson.com/Soporte (website available in Spanish and Portuguese only).

With Windows, your printer software automatically checks for updates. You can also manually update the software by selecting **Software Update** here:

- Right-clicking the product icon in the Windows taskbar

- On the **Maintenance** tab in the printer settings window

- On the **Start** screen (Windows 8) or in the **EPSON** program group under your product name (other Windows versions)

Parent topic: Solving Problems

Product Light Status

You can often diagnose problems with your product by checking its lights.
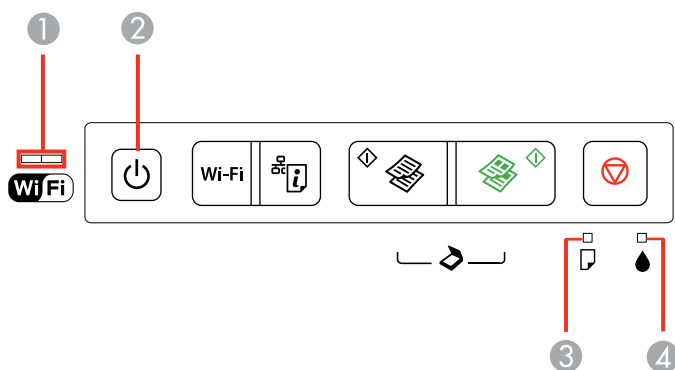
Lights	
1	WiFi
2	⏻ power
3	🗍 paper
4	🌢 ink

Light status	Condition/solution
The ⏻ power light is on	The product is turned on.
The ⏻ power light is flashing	The product is busy. Wait for the ⏻ power light to stop flashing before turning off the product. If you just replaced an ink cartridge and the ⏻ power light is still flashing after 3 minutes, the cartridge may be installed incorrectly. Reinstall the ink cartridge.
The ⏻ power light is flashing The 🗍 paper light is flashing	Paper is jammed in the product. Remove the jammed paper, and press the B&W copy button or the color copy button to clear the error.
The ⏻ power light is flashing The 🗍 paper light is on	No paper is loaded or multiple sheets fed at one time. Load paper in the product, and press the B&W copy button or the color copy button to clear the error.

Light status	Condition/solution
The ⏻ power light is on or flashing The ♦ ink light is flashing	Ink in a cartridge is low. You can continue printing, or check which cartridge is low and replace it.
The ⏻ power light is on or flashing The ♦ ink light is on	An ink cartridge is expended or not installed correctly. Replace or reinstall the cartridge. (Depending on the color of the expended cartridge and how you are printing, you may be able to continue printing temporarily.)
The ⏻ power light is on or flashing The ♦ ink light is flashing The ⏍ paper light is flashing	The ink pads are near the end of their service life. Contact Epson for support. (To continue printing, press the ⧉ B&W copy button or the ⧉ color copy button.)
The ♦ ink light is on The ⏍ paper light is on The WiFi light is on	An error has occurred during firmware updating. Connect your product using a USB cable and try updating the firmware again. If the error message continues, contact Epson for support.
The ⏻ power light is flashing The ♦ ink light is flashing The ⏍ paper light is flashing The WiFi light is flashing	A printer error has occurred. Turn the product off and then back on again. If the error continues, check for a paper jam. If the error persists, contact Epson for support.
The WiFi light is flashing	WiFi connection error. Press the **Wi-Fi** button on the printer to clear the error and try again.

Parent topic: Solving Problems

Related concepts

Check Cartridge Status

Related references

Paper Jam Problems

Where to Get Help

Related topics

Loading Paper

Replacing Ink Cartridges

Running a Product Check

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

1. Press the ⏻ power button to turn the product off.

2. Disconnect any interface cables connected to your product.

3. Load plain paper in the product.

4. Hold down the ⊘ stop button and press the ⏻ power button to turn the product on.

5. When the product turns on, release both buttons.

   The product begins printing a nozzle check pattern.

6. Do 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 manual 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
When to Uninstall Your Product Software

Related references
Where to Get Help

Solving Setup Problems

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

Noise After Ink Installation
Software Installation Problems

Parent topic: Solving Problems

Noise After Ink Installation

If you hear noises from your product after installing ink, check the following:

- The first time you install ink cartridges, the product must prime its print head. Wait until priming finishes before you turn off the product, or it may prime improperly and use excess ink the next time you turn it on. Your product is finished priming the print head when the ⏻ power light stops flashing.

- If the product's print head stops moving or making noise, and the charging process has not finished after approximately 5 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

Related topics
Replacing Ink Cartridges

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
When to Uninstall Your Product Software

Related references
Windows System Requirements
Mac System Requirements

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 OS X 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:

- Make sure to place your product within contact range of your router or access point.

  Note: Avoid placing your product near a microwave oven, 2.4 GHz cordless phone, or large metal object, such as a filing cabinet.

- 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.

Parent topic: Solving Network Problems

Related tasks

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.
- 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, or install it from the CD that came with your product using the instructions on the *Start Here* sheet.
- If you have replaced your router, reinstall your product software to connect to the new router.

Parent topic:

Related concepts

Related tasks

Product Does Not Appear in Mac OS X Printer Window

If your product does not appear in the Mac OS X 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 WiFi light on your product is not solid green, make sure you press the **Wi-Fi** button on the product within 2 minutes of pressing the WPS button on your router. Hold down the **Wi-Fi** button on the product for 3 seconds.

- If you are connecting the product wirelessly via EpsonNet Setup and the WiFi light on your product is not solid green, make sure your product software was installed correctly. If necessary, reinstall your software.

Parent topic: Solving Network Problems

Related concepts
Wi-Fi Protected Setup (WPS)

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.

  Note: Avoid placing your product near a microwave oven, 2.4 GHz cordless phone, or large metal object, such as a filing cabinet.

- 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 via Wi-Fi Protected Setup (WPS) and the WiFi light on your product is not solid green, make sure you press the **Wi-Fi** button on the product within 2 minutes of pressing the WPS button on your router. Hold down the WiFi button on the product for 3 seconds.
- If you are connecting the product via EpsonNet Setup and the WiFi light on your product is not solid green, make sure your product software was installed correctly. If necessary, reinstall your software.

Parent topic: Solving Network Problems

Related concepts
Wi-Fi Protected Setup (WPS)

Cannot Scan Over a Network

If you cannot start Epson Scan for scanning over a network, try these solutions:

- 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, exit Epson Scan, wait a few seconds, and restart it. If Epson Scan cannot restart, turn off your product, turn it back on, and try restarting Epson Scan again.

- Check the connection setting and test the connection using Epson Scan Settings:

  Windows 8: Navigate to the **Start** screen and select **EPSON Scan Settings**. Make sure the **Connection** setting is set to **Network**, then click the **Test** button.

  Windows (other versions): Click or **Start** > **All Programs** or **Programs** > **EPSON** > **EPSON Scan** > **EPSON Scan Settings**. Make sure the **Connection** setting is set to **Network**, then click the **Test** button.

  Mac OS X: Open the **Applications** folder, click **Epson Software**, and click **EPSON Scan Settings**. Make sure the **Connection** setting is set to **Network**, then click the **Test** button.

- Make sure the option selected as the **Timeout Setting** in the Epson Scan Settings program is long enough to complete scanning over a network.

- 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 concepts
Scan Resolution Guidelines

Related topics
Scanning

Solving Copying Problems

Check these solutions if you have problems copying with your product.

Product Makes Noise, But Nothing Copies
Copies are Cut Off

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

Copies are Cut Off

Depending on your product, the default paper size for copies is either A4 (8.3 × 11.7 inches [210 × 297 mm]) or Letter (8.5 × 11 inches [216 × 279 mm]).

- To change the default paper size to A4 (8.3 × 11.7 inches [210 × 297 mm]), make sure the product is turned off, then hold down the ✧ color copy button and press the ⏻ power button to turn the product on. When the product turns on, release both buttons.

- To change the default paper size to Letter (8.5 × 11 inches [216 × 279 mm]), make sure the product is turned off, then hold down the ✧ B&W copy button and press the ⏻ power button to turn the product on. When the product turns on, release both buttons.

Parent topic: Solving Copying Problems

Related references

Available Epson Papers

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 Jam Problems

Paper Ejection Problems

Parent topic: Solving Problems

Paper Feeding Problems

If you have problems feeding paper, try these solutions:

- If paper does not feed for printing, remove it. Then reload it in the sheet feeder against the right side and beneath the tab. Slide the edge guide against the edge of the paper, making sure that the paper stack is not above the arrow mark on the edge guide.

- If multiple pages feed at once, remove the paper, fan the edges to separate the sheets, and reload it.

- If paper jams when you load only one or two sheets, try loading more sheets at a time. Do not load more than the recommended number of sheets.

- 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 sheet feeder printable side up.

  - Do not load paper with holes punched in it.

  - Follow any special loading instructions that came with the paper.

Parent topic: Solving Paper Problems

Related references

Paper Jam Problems

Paper Loading Capacity

Related topics

Loading Paper

Paper Jam Problems

If you have problems with paper jams, try these solutions:

1. Cancel the print job from your computer, if necessary.

2. Gently pull out any jammed paper from the output tray and sheet feeder.

3. Press the ◊❧ B&W copy button or the ❧◊ color copy button to resume printing. If the product lights still show an error, continue with the next step.

4. Press the ⏻ power button to turn the product off.

5. Lift the scanner, remove the jammed paper and any torn pieces.
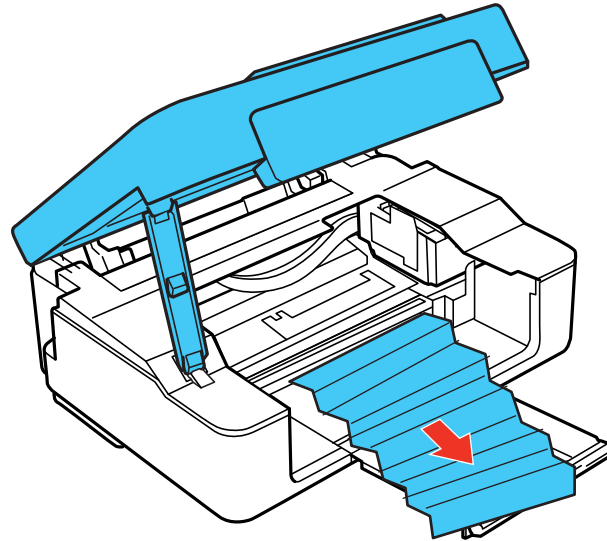
6. Lower the scanner and press the ⏻ power button to turn the product back on.

7. Carefully follow all paper loading instructions when you load new paper.

Parent topic: Solving Paper Problems

Related topics
Loading Paper

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 or Media Type Settings

Paper Jam Problems

Related tasks

Cancelling Printing Using a Product Button

Solving Problems Printing from a Computer

Check these sections if you have problems while printing from your computer.

Nothing Prints

Product Icon Does Not Appear in Windows Taskbar

Error After Cartridge Replacement

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.

- 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, clear any stalled print jobs from the Windows Spooler:

  - **Windows 8**: Navigate to the **Start** screen, right-click the screen, and select **All apps**. Select **Control Panel** > **Hardware and Sound** > **Devices and Printers**. Right-click your product name, select **See what's printing**, and select your product name again if necessary. Right-click the stalled print job, click **Cancel**, and click **Yes**.

- **Windows 7**: Click [icon] and select **Devices and Printers**. Right-click your product name, select **See what's printing**, and select your product name again, if necessary. Right-click the stalled print job, click **Cancel**, and click **Yes**.

- **Windows Vista**: Click [icon] and select **Control Panel**. Click **Printer** under **Hardware and Sound**, right-click your product name, and select **Open**. Right click the stalled print job, click **Cancel**, and click **Yes**.

- **Windows XP**: Click **Start** and select **Printers and Faxes**. (Or open the **Control Panel**, select **Printers and Other Hardware**, if necessary, and select **Printers and Faxes**.) Right-click your product name, select **Open**, right-click the stalled print job, click **Cancel**, and click **Yes**.

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 8**: Navigate to the **Start** screen, right-click the screen and select **All apps**. Select **Control Panel** > **Hardware and Sound** > **Devices and Printers**.

   - **Windows 7**: Click [icon] and select **Devices and Printers**.

   - **Windows Vista**: Click [icon], select **Control Panel**, and click **Printer** under **Hardware and Sound**.

   - **Windows XP**: Click **Start** and select **Printers and Faxes**. (Or open the **Control Panel**, select **Printers and Other Hardware**, if necessary, and **Printers and Faxes**.)

2. Right-click your product name, select **Printing Preferences**, and select your product name again if necessary.

3. Click the **Maintenance** tab.

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

5. Click the **Monitoring Preferences** button.

6. Click the **Register the shortcut icon to the taskbar** checkbox.

7. Click **OK** to close the open program windows.

Parent topic: Solving Problems Printing from a Computer

Error After Cartridge Replacement

If you see an error light or error message after you replace an ink cartridge, follow these steps:

1. Make sure the print head is in the ink cartridge replacement position. (The ink cartridge holder should be beneath the cutout in the product case, allowing access to the cartridges.)

   Note: If the print head is not in the ink cartridge replacement position, follow the instructions on replacing an ink cartridge in this manual to move it.

2. Remove and reinsert the ink cartridge you replaced, making sure to push it all the way into its slot.

3. Complete the ink cartridge installation steps.

Parent topic: Solving Problems Printing from a Computer

Related topics
Replacing Ink Cartridges

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 high-resolution 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.

* 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:

* Make sure the paper type setting matches the type of paper you loaded.

* Turn on any high speed settings in your product software.

* Select a lower print quality setting.

- **Windows**: Click the **Maintenance** tab, select **Extended Settings**, and select the following settings:
  - **High Speed Copies**
  - **Always spool RAW datatype**
  - **Page Rendering Mode**
  - **Print as Bitmap**

Parent topic: Solving Problems Printing from a Computer

Related references
Paper or Media Type Settings
Windows System Requirements
Mac System Requirements

Related tasks
Selecting Basic Print Settings - Windows
Selecting Basic Print Settings - Mac OS X

Solving Page Layout and Content Problems

Check these sections if you have problems with the layout or content of your printed pages.

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 Print Layout Options - Windows
Selecting Basic Print Settings - Mac OS X

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

Related tasks
Selecting Print Layout Options - Windows
Selecting Basic Print Settings - Mac OS X

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.
- 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.

Parent topic: Solving Page Layout and Content Problems

Related tasks
Selecting Basic Print Settings - Windows
Selecting Basic Print Settings - Mac OS X
Selecting Printing Preferences - Mac OS X

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 printer.

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 - Windows
Selecting Basic Print Settings - Mac OS X

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: Do not select a custom paper size for borderless prints.

- **Windows**: Make sure you selected the **Borderless** setting in your printer software.
- **Mac OS X**: 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.

Parent topic: Solving Page Layout and Content Problems

Related references
Borderless Paper Type Compatibility

Related tasks
Selecting Basic Print Settings - Windows
Selecting Basic Print Settings - Mac OS X
Selecting Print Layout Options - Mac OS X

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 print jobs from the Windows Spooler:
  - **Windows 8**: Navigate to the **Start** screen, right-click the screen, and select **All apps**. Select **Control Panel** > **Hardware and Sound** > **Devices and Printers**. Right-click your product name, select **See what's printing**, and select your product name again, if necessary. Right-click the stalled print job, click **Cancel**, and click **Yes**.
  - **Windows 7**: Click and select **Devices and Printers**. Right-click your product name, select **See what's printing**, and select your product name again, if necessary. Right-click the stalled print job, click **Cancel**, and click **Yes**.
  - **Windows Vista**: Click and select **Control Panel**. Click **Printer** under **Hardware and Sound**, right-click your product name, and select **Open**. Right click the stalled print job, click **Cancel**, and click **Yes**.
  - **Windows XP**: Click **Start** and select **Printers and Faxes**. (Or open the **Control Panel**, select **Printers and Other Hardware** if necessary, and select **Printers and Faxes**.) Right-click your product name, select **Open**, right-click the stalled print job, click **Cancel**, and click **Yes**.
- Make sure your product is selected as the printer in your printing program.
- If your product is connected to a USB hub, connect it directly to your computer instead.

Parent topic: Solving Page Layout and Content Problems

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 your paper is positioned correctly for feeding into the printer.

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 - Windows
Selecting Basic Print Settings - Mac OS X
Selecting Print Layout Options - Windows
Selecting Print Layout Options - Mac OS X

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.
- 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 concepts

Print Head Alignment

Related tasks

Selecting Advanced Print Settings - Windows

Selecting Basic Print Settings - Mac OS X

Solving Print Quality Problems

Check these sections if your printouts have problems with print quality, but your image looks fine on your computer screen.

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.
- Align the print head.
- You may need to replace the ink cartridges.

Parent topic: Solving Print Quality Problems

Related concepts

Print Head Cleaning
Print Head Alignment

Related references

Paper or Media Type Settings

Related tasks

Selecting Advanced Print Settings - Windows
Selecting Printing Preferences - Mac OS X

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.
- 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.
- 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.
- Clean the paper path.

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 Cleaning

Print Head Alignment

Related references

Available Epson Papers

Paper Specifications

Related tasks

Selecting Basic Print Settings - Windows

Selecting Basic Print Settings - Mac OS X

Selecting Advanced Print Settings - Windows

Selecting Printing Preferences - Mac OS X

Cleaning the Paper Path

Related topics

Loading Paper

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 cartridges may be old or low on ink, and you may need to replace them.

- 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.

- Clean the paper path.

Parent topic: Solving Print Quality Problems

Related concepts

Print Head Cleaning

Print Head Alignment

Related tasks

Selecting Basic Print Settings - Windows

Selecting Basic Print Settings - Mac OS X

Cleaning the Paper Path

Related topics

Loading Paper

Replacing Ink Cartridges

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.

- You may need to increase the image resolution or print a smaller size; see your software documentation.

Parent topic: Solving Print Quality Problems

Related concepts

Print Head Alignment

Related tasks

Selecting Advanced Print Settings - Windows

Selecting Basic Print Settings - Mac OS X

Selecting Printing Preferences - Mac OS X

Incorrect Colors

If your printouts have incorrect colors, try these solutions:

- Make sure the **Black/Grayscale** or **Grayscale** setting is not selected in your printer software.

- Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary.

- The ink cartridges may be old or low on ink, and you may need to replace them.

- 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.

Parent topic: Solving Print Quality Problems

Related concepts

Print Head Cleaning

Related references

Available Epson Papers

Related tasks

Selecting Advanced Print Settings - Windows

Managing Color - Mac OS X

Related topics

Replacing Ink Cartridges

Solving Scanning Problems

Check these solutions if you have problems scanning with your product.

Scanning Software Does Not Operate Correctly

Cannot Start Epson Scan

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.

Parent topic: Solving Scanning Problems

Related references

Windows System Requirements

Cannot Start Epson Scan

If you cannot start Epson Scan, try these solutions:

- Make sure your product is turned on and any interface cables are securely connected at both ends.

- Make sure Epson Scan is selected in 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.

- Check the connection setting and test the connection using Epson Scan Settings:

  Windows 8: Navigate to the **Start** screen and select **EPSON Scan Settings**. Make sure the correct **Connection** setting is selected, then click the **Test** button.

  Windows (other versions): Click or **Start** > **All Programs** or **Programs** > **EPSON** > **EPSON Scan** > **EPSON Scan Settings**. Make sure the correct **Connection** setting is selected, then click the **Test** button.

  Mac OS X: Open the **Applications** folder, click **Epson Software**, and click **EPSON Scan Settings**. Make sure the correct **Connection** setting is selected, then click the **Test** button.

- Make sure you do not have multiple versions of Epson Scan installed. If you do, uninstall both versions and install one version.

- If you upgraded your operating system but did not reinstall Epson Scan, try reinstalling it.

Parent topic: Solving Scanning Problems

Related tasks
Scanning with Mac OS X 10.6/10.7/10.8 Using Image Capture

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

Parent topic: Solving Problems

Related topics

Solving Print Quality 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 **Black & White** setting, adjust the **Threshold** setting and scan again.

Parent topic: Solving Scanned Image Quality Problems

Related references

Available Image Adjustments - Home Mode

Available Image Adjustments - Office Mode

Available Image Adjustments - Professional Mode

Related tasks

Placing Originals on the Scanner Glass

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.

Parent topic: Solving Scanned Image Quality Problems

Related concepts

Print Head Cleaning

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.

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 it on a flat, stable surface that extends beyond the base of the product in all directions.

- Adjust these Epson Scan settings (if available) and try scanning again:

  - Select the **Unsharp Mask** setting.

  - Adjust the **Auto Exposure** setting.

  - Increase the **Resolution** setting.

Parent topic: Solving Scanned Image Quality Problems

Related topics

Selecting Epson Scan Settings

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:

- Adjust these Epson Scan settings (if available) and try scanning again:
  - **Auto Exposure**
  - **Brightness**
  - **Histogram Adjustment**
- Check the brightness and contrast settings of your computer monitor.

Parent topic: Solving Scanned Image Quality Problems

Related topics

Selecting Epson Scan Settings

Back of Original Image Appears in Scanned Image

If an image from the back of a thin original appears in your scanned image, place a piece of black paper on the back of the original and scan it again.

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 settings (if available) and try scanning again:

- Select the **Descreening** setting.
- Select a lower **Resolution** setting.

Parent topic: Solving Scanned Image Quality Problems

Related topics

Selecting Epson Scan Settings

Image is Scanned Upside-Down

Your product scans using the **Auto Photo Orientation** setting. This setting checks the preview image for faces, the sky, and other features, and then correctly rotates the photo when it is scanned, if necessary. If your photo is not oriented correctly using this option, deselect the **Auto Photo Orientation** setting and scan again.

Parent topic: Solving Scanned Image Quality Problems

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 settings (if available) and try scanning again:

• Change the **Image Type** setting and experiment with different combinations of the next settings.

• Adjust the **Tone Correction** setting.

• Adjust the **Auto Exposure** setting.

Parent topic: Solving Scanned Image Quality Problems

Related topics
Selecting Epson Scan Settings

Scan Area is Not Adjustable in Thumbnail Preview

If you cannot adjust the scan area while viewing a Thumbnail preview in Epson Scan, try these solutions:

• Create a scan area by drawing a marquee on your preview image and adjusting it as necessary.

• Switch to Normal preview mode, if available, and preview your image again.

Parent topic: Solving Scanned Image Quality Problems

Related tasks
Selecting a Scan Area - Home Mode
Selecting a Scan Area - Office Mode
Selecting a Scan Area - Professional Mode

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

When to 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 OS X

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 8**: Navigate to the **Start** screen, right-click the screen, and select **All apps**. 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 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 8**: Select **Epson Event Manager** and click **Uninstall**.

- **Windows 7 or 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**.

- **Windows XP**: Open the Windows **Control Panel** utility. Double-click **Add or Remove Programs**. Select **Epson Event Manager** and click **Change/Remove**.

5. Do one of the following to uninstall Epson Scan, then follow any on-screen instructions:

   - **Windows 8**, **Windows 7**, or **Windows Vista:** Select **EPSON Scan** and click **Uninstall/Change**.

   - **Windows XP**: Select **EPSON Scan** and click **Change/Remove**.

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: When to Uninstall Your Product Software

Uninstalling Product Software - Mac OS X

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 the Epson download site at global.latin.epson.com/Soporte.

2. Follow the instructions on the screen to install the Uninstaller utility.

3. Quit all applications currently running on your Mac.

4. Double-click the **Uninstaller** icon.

5. Select the checkbox for each software program you want to uninstall.

6. Click **Uninstall**.

7. Follow the on-screen instructions to uninstall the software.

8. To reinstall your product software, see the *Start Here* sheet for instructions.

Note: If you uninstall the printer driver and your product name remains in the Print & Fax or Print & Scan window, select your product name and click the **–** (remove) icon to remove it.

Parent topic: When to 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 **global.latin.epson.com/Soporte** for solutions to common problems. You can download drivers and documentation, get FAQs and troubleshooting advice, or e-mail Epson with your questions. (Website available in Spanish and Portuguese only.)

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
Bolivia*	800-100-116
Brazil	State capitals and metropolitan areas: 4003-0376
	Other areas: 0800-880-0094
Chile	(56 2) 2484-3400
Colombia	(57 1) 523-5000
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

Country	Telephone
Honduras**	800-0122
	Code: 8320
Mexico	Mexico City: (52 55) 1323-2052
	Other cities: 01-800-087-1080
Nicaragua*	00-1-800-226-0368
Panama*	00-800-052-1376
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.

** Dial first 7 digits, wait for a message, then enter code.

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 global.latin.epson.com or call your nearest Epson sales office (website available in Spanish and Portuguese only).

Parent topic: Solving Problems

Technical Specifications

These sections list the technical specifications for your product.

Windows System Requirements

To use your product and its software, your computer should use one of these Microsoft operating systems:

- Windows 8

- Windows 7

- Windows Vista

- Windows XP Professional x64 Edition

- Windows XP SP3

Note: Visit Epson's support website at global.latin.epson.com/Soporte for the latest in compatibility and drivers for your product (website available in Spanish and Portuguese only).

Parent topic: Technical Specifications

Mac System Requirements

To use your product and its software, your Mac should use one of these operating systems:

- Mac OS X 10.5.8
- Mac OS X 10.6.x
- Mac OS X 10.7.x
- Mac OS X 10.8.x

Note: Visit Epson's support website at global.latin.epson.com/Soporte for the latest in compatibility and drivers for your product (website available in Spanish and Portuguese only).

Parent topic: Technical Specifications

Printing Specifications

Paper path	Sheet feeder, top entry
Sheet feeder capacity	Approximately 50 sheets at 17 lb (64 g/m^2) to 24 lb (90 g/m^2); load legal-size or user-defined paper sizes one sheet at a time

Parent topic: Technical Specifications

Related references
Paper Loading Capacity

Scanning Specifications

Scanner type	Flatbed, color
Photoelectric device	CIS
Effective pixels	10,200 × 14,040 pixels at 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 4800, 7200, and 9600 dpi
	(50 to 4800 dpi in 1 dpi increments)
Image data	16 bits per pixel per color internal
	8 bits per pixel per color external
Light source	LED

Parent topic: Technical Specifications

Paper Specifications

Use paper under normal conditions:

- Temperature: 50 to 95 ºF (10 to 35 ºC)

- Humidity: 20 to 80% RH

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 × 357 mm])
	4 × 6 inches (102 × 152 mm)
	5 × 7 inches (127 × 178 mm)
	8 × 10 inches (203 × 254 mm)
	3.5 × 5 inches (89 × 127 mm)
	16:9 wide (4 × 7.1 inches [102 × 181 mm])
	Half Letter (5.5 × 8.5 inches [140 × 279 mm])
	16:9 wide (4 × 7.1 inches [102 × 181 mm])
Paper types	Plain paper and paper distributed by Epson

Thickness	0.003 (0.08 mm) to 0.004 inch (0.11 mm)
Weight	17 lb (64 g/m^2) to 24 lb (90 g/m^2)

Envelopes

Size	No. 10 (4.1 × 9.5 inches [105 × 241 mm])
Paper types	Plain bond paper
Weight	20 lb (75 g/m^2) to 24 lb (90 g/m^2)

Parent topic: Technical Specifications

Printable Area Specifications

Note: When printing borderless, quality may decline in the expanded printable area.

Single sheets
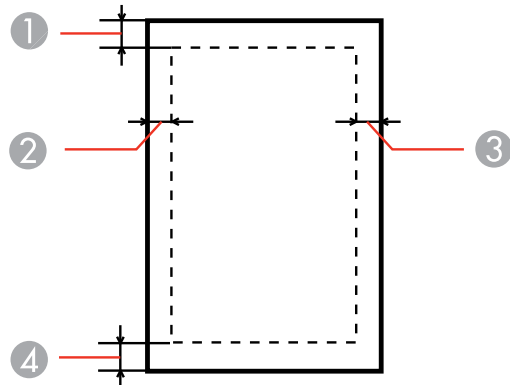
1	Top: 0.12 inch (3 mm) minimum
2	Left: 0.12 inch (3 mm) minimum
3	Right: 0.12 inch (3 mm) minimum
4	Bottom: 0.12 inch (3 mm) minimum

Envelopes
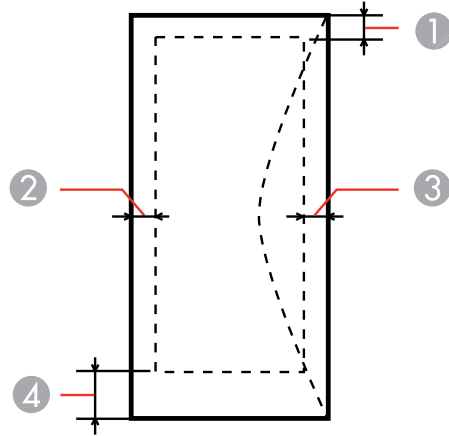
1	Left: 0.12 inch (3 mm) minimum
2	Bottom: 0.20 inch (5 mm) minimum
3	Top: 0.20 inch (5 mm) minimum
4	Right: 0.78 inch (20 mm) minimum

Parent topic: Technical Specifications

Ink Cartridge Specifications

Note: This product was originally designed to work with genuine Epson ink cartridges. Your product may not function properly if you use other types of cartridges or if you use refilled cartridges.

The included cartridges must be used for printer setup and are not for resale. For more information, see www.latin.epson.com/infocartucho (website available in Spanish only). Yields vary considerably based on images printed, print settings, paper type, frequency of use, and temperature. For print quality, a variable amount of ink remains in the cartridge after the "replace cartridge" indicator comes on.

Color	Cyan, Magenta, Yellow, Black

Cartridge life	Opened package: 6 months
	Unopened package: do not use if the date on the package has expired
Temperature	Storage: –4 to 104 ºF (–20 to 40 ºC)
	1 month at 104 ºF (40 ºC)
	Ink freezes at 10.4 ºF (–12 ºC)
	Ink thaws and is usable after 3 hours at 77 ºF (25 ºC)

Note: For best printing results, use up a cartridge within 6 months of opening the package.

Parent topic:

Related references
Ink Cartridge Part Numbers

Dimension Specifications

Height	Stored: 5.7 inches (145 mm)
	Printing: 11 inches (279 mm)
Width	Stored: 15.4 inches (390 mm)
	Printing: 15.4 inches (390 mm)
Depth	Stored: 11.8 inches (300 mm)
	Printing: 19.8 inches (504 mm)
Weight	8.6 lb (3.9 kg)
(without ink cartridges)	

Parent topic:

Electrical Specifications

Power supply rating	100 to 240 V (UPS)
Input voltage range	90 to 264 V

Rated frequency range	50 to 60 Hz
Input frequency range	49.5 to 60.5 Hz
Rated current	0.5 to 0.3 A
Power consumption	Standalone copying: 12 W (ISO/IEC24712)
(approximate)	Ready mode: 5.0 W
	Sleep mode: 2.7 W
	Power off mode: 0.3 W

Parent topic: Technical Specifications

Environmental Specifications

Temperature	Operating: 50 to 95 ºF (10 to 35 ºC)
	Storage: –4 to 104 ºF (–20 to 40 ºC)
	1 month at 104 ºF (40 ºC)
Humidity	Operating: 20 to 80% RH
(non-condensing)	Storage: 5 to 85% RH

Parent topic: Technical Specifications

Interface Specifications

Interface type	Hi-Speed USB (compatible with USB 2.0 specifications)

Parent topic: Technical Specifications

Network Interface Specifications

Wireless LAN standard	IEEE 802.11 b/g/n
Wireless security	WEP (64/128 bit)
	WPA-PSK (TKIP/AES); WPA2 compliant with support for WPA/WPA2 Personal

Frequency band	2.4 GHz
Communication mode	Infrastructure mode
	Ad hoc mode

Note: Wireless LAN standard complies with either IEEE 802.11 b/g or IEEE 802.11 b/g/n, depending on purchase location.

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

COFETEL Notice

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.

Product model: C462M/XP-211

This product uses the following wireless module:

- Module Model Number: WLU6117-D69 (RoHS)

- Brand: Epson

- Manufacturer: Askey Computer Corporation

- COFETEL Certificate Number: RCPEPWL12-0107

Parent topic: Technical Specifications

Notices

Check these sections for important notices about your product.

General Product Safety Instructions
Software Notice
Trademarks
Copyright Notice

General Product Safety Instructions

- Be sure to follow all warnings and instructions marked on the product.
- Use only the type of power source indicated on the product's label.
- Use only the power cord that comes with the product. Use of another cord may cause fires or shock. Do not use the cord with any other equipment.
- Place the product near a wall outlet where the plug can be easily unplugged.
- Avoid plugging the product into an outlet on the same circuit as a photo copier or air control system that regularly switches on and off, or on an outlet controlled by a wall switch or timer.
- Do not let the power cord become damaged or frayed. Place it to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place objects on top of it and do not allow it to be stepped on or run over. Be careful to keep the cord straight at each end.
- If you use an extension cord with the product, make sure the total ampere rating of the devices plugged into the extension cord does not exceed the cord's ampere rating. Also, make sure the total ampere rating of all devices plugged into the wall outlet does not exceed the wall outlet's ampere rating.
- Always turn off the product using the power button, and wait until the power light stops flashing before unplugging the product or cutting off power to the electrical outlet.
- If you will not be using the product for a long period, unplug the power cord from the electrical outlet.
- Place the product on a flat, stable surface that extends beyond its base in all directions. It will not operate properly if it is tilted or at an angle.
- Make sure the back of the product is at least 4 inches (10 cm) away from the wall.
- Allow space behind the product for the cables, and space above the product so that you can fully raise the document cover.
- Leave enough space in front of the product for the paper to be fully ejected.

- Avoid locations that are subject to rapid changes in heat or humidity, shocks or vibrations, or dust.
- Do not place or store the product outdoors.
- Do not place the product near excessive heat sources or in direct sunlight.
- Leave enough room around the product for sufficient ventilation. Do not block or cover openings in the case or insert objects through the slots.
- Keep the product away from potential sources of electromagnetic interference, such as loudspeakers or the base units of cordless telephones.
- When connecting the product to a computer or other device with a cable, ensure the correct orientation of the connectors. Each connector has only one correct orientation. Inserting a connector in the wrong orientation may damage both devices connected by the cable.
- Do not touch the flat white cable inside the product.
- Do not move the print head by hand; this may damage the product.
- Do not spill liquid on the product or use the product with wet hands.
- Do not use aerosol products that contain flammable gases inside or around the product. Doing so may cause fire.
- Do not press too hard on the document table when placing originals.
- Do not open the scanner section while the product is copying, printing, scanning, or performing any other functions.
- Be careful not to trap your fingers when closing the document cover or scanner.
- Except as specifically explained in your documentation, do not attempt to service the product yourself.
- Unplug the product and refer servicing to qualified service personnel under the following conditions: if the power cord or plug is damaged; if liquid has entered the product; if the product has been dropped or the case damaged; if the product does not operate normally or exhibits a distinct change in performance. Adjust only those controls that are covered by the operating instructions.
- Leave the ink cartridges installed. Removing the cartridges can dehydrate the print head and may prevent the product from printing.
- Before transporting the product, make sure that the print head is in the home (far right) position and the ink cartridges are in place.
- When storing or transporting the product, do not tilt it, stand it on its side, or turn it upside down; otherwise ink may leak.

Ink Cartridge Safety Instructions
Wireless Connection Safety Instructions

Parent topic: Notices

Ink Cartridge Safety Instructions

- Keep ink cartridges out of the reach of children and do not drink the ink.

- Be careful when you handle used ink cartridges; there may be ink remaining around the ink supply port. If ink gets on your skin, wash it off with soap and water. If it gets in your eyes, flush them immediately with water.

- Do not put your hand inside the product or touch any cartridges during printing.

- Install a new ink cartridge immediately after removing an expended one. Leaving cartridges uninstalled can dry out the print head and may prevent the product from printing.

- Do not remove or tear the label on the cartridge; this can cause leakage.

- Do not remove the transparent seal from the bottom of the cartridge. This may cause the cartridge to become unusable.

- Do not break the hooks on the side of the cartridge when removing it from the packaging.

- Do not touch the green IC chip on the side of the cartridge. This may prevent normal operation.

- Do not shake cartridges after opening their packages; this can cause them to leak.

- If you remove an ink cartridge for later use, protect the ink supply area from dirt and dust and store it in the same environment as the product. Note that there is a valve in the ink supply port, making covers or plugs unnecessary, but care is needed to prevent the ink from staining items that the cartridge touches. Do not touch the ink cartridge ink supply port or surrounding area.

- Use an ink cartridge before the date printed on its package.

- Do not dismantle an ink cartridge. This could damage the print head.

- Store ink cartridges in a cool, dark place.

- After bringing an ink cartridge inside from a cold storage site, allow it to warm up at room temperature for at least three hours before using it.

- Store ink cartridges with their labels facing upward. Do not store cartridges upside down.

Parent topic: General Product Safety Instructions

Wireless Connection Safety Instructions

To avoid adversely affecting the operation of the following equipment and causing an accident, do not use the product:

- Near medical equipment in a medical facility.

- Within 8.7 inches (22 cm) of a cardiac pacemaker.

- Near automatically controlled devices, such as automatic doors or fire alarms.

Parent topic: General Product Safety Instructions

Software Notice

1. This printer product includes open source software programs listed in Section 6) according to the license terms of each open source software program.

2. We provide the source code of the GPL Programs, LGPL Programs, Apache License Program and ncftp license Program (each is defined in Section 6) until five (5) years after the discontinuation of same model of this printer product. If you desire to receive the source code above, please contact the customer support of your region. You shall comply with the license terms of each open source software program.

3. The open source software programs are WITHOUT ANY WARRANTY; without even the implied warranty of MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. See the license agreements of each open source software program for more details, which are described in OSS.pdf on your Printer Software CD.

4. OpenSSL toolkit

   This printer product includes software developed by the OpenSSL project for use in the OpenSSL Toolkit (http://www.openssl.org/).

   This product includes cryptographic software written by Eric Young (eay@cryptsoft.com).

5. The license terms of each open source software program are described in OSS.pdf on your Printer Software CD.

6. The list of open source software programs which this printer product includes are as follows.

GNU GPL

This printer product includes the open source software programs which apply the GNU General Public License Version 2 or later version ("GPL Programs").

The list of GPL Programs:

base-passwd-3.5.7

busybox-1.2.2.1

ifupdown-0.6.8

kernel-2.6.18

lsp-arm-versatile926ejs-2.6.18_pro500

module-init-tools-3.2pre1

mount-2.12

net-tools-1.60

netbase-4.29

psmisc-21.5

readline-libs-5.0

sysvinit-2.86

udev-0.093

udhcp 0.9.8cvs20050124-5

util-linux-2.12

usb8786

GNU LGPL

This printer product includes the open source software programs which apply the GNU Lesser General Public License Version 2 or later version ("LGPL Programs").

The list of LGPL Programs:

uclibc-0.9.29

libusb-libs-0.1.12

zeroconf 0.6.1-1

iksemel 1.4

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