

PRODUCT INFORMATION GUIDE **EPSON**

UPDATE

12/1/04

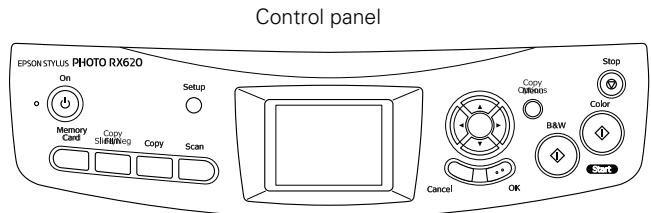
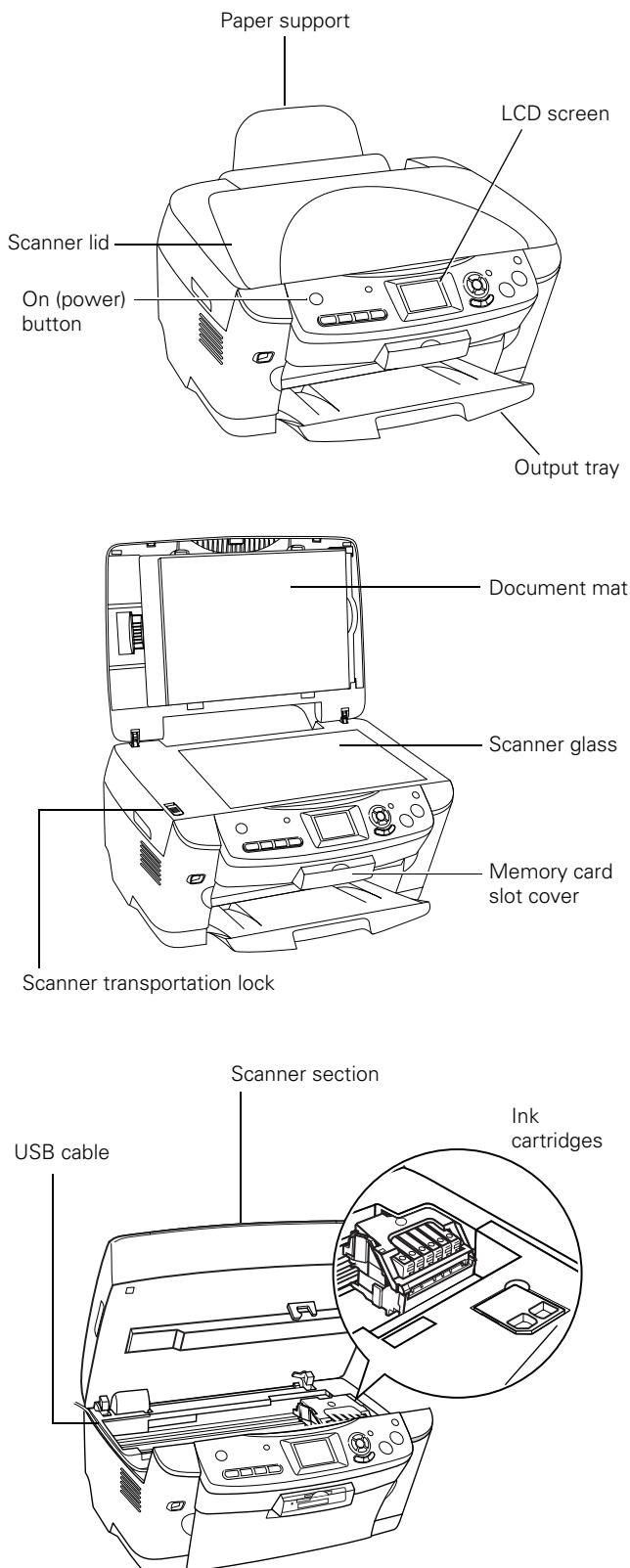
This package provides a new product section to be added to the *Epson Product Information Guide*. The table of contents of this section is listed below.

Epson Stylus® Photo RX620

TABLE OF CONTENTS

.....	Epson Stylus Photo RX620 Parts
Stylus Photo RX620 - 1	Epson Stylus Photo RX620 - 1
Accessories.....	Epson Stylus Photo RX620 - 1
Specifications.....	Epson Stylus Photo RX620 - 2
Loading Paper	Epson Stylus Photo RX620 - 5
Placing the Original Document.....	Epson Stylus Photo RX620 - 6
Copying Without a Computer	Epson Stylus Photo RX620 - 7
Viewing Photos from a Memory Card.....	Epson Stylus Photo RX620 - 9
Printing From a Memory Card.....	Epson Stylus Photo RX620 - 9
Printing From Other Devices	Epson Stylus Photo RX620 - 11
Using EPSON Smart Panel	Epson Stylus Photo RX620 - 11
Scanning to a File With EPSON Scan.....	Epson Stylus Photo RX620 - 12
Scanning From a Program	Epson Stylus Photo RX620 - 12
Scanning With the Scan Button	Epson Stylus Photo RX620 - 12
Placing Film or Slides on the Scanner.....	Epson Stylus Photo RX620 - 13
Cleaning the Print Head.....	Epson Stylus Photo RX620 - 14
Replacing Ink Cartridges	Epson Stylus Photo RX620 - 15
Aligning the Print Head	Epson Stylus Photo RX620 - 16
Transporting the RX620	Epson Stylus Photo RX620 - 17
Related Documentation.....	Epson Stylus Photo RX620 - 18

Epson Stylus Photo RX620 Parts



Accessories

Ink Cartridges

Cartridge	Part number
Black	T048120
Cyan	T048220
Light Cyan	T048520
Magenta	T048320
Light Magenta	T048620
Yellow	T048420

Media

Paper name	Size	Part number
Epson Premium Bright White Paper	Letter (8.5 x 11 inches)	S041586
Epson Photo Quality Ink Jet Paper	Letter (8.5 x 11 inches)	S041062
	A4 (8.3 x 11.7 inches)	S041061
	Legal (8.3 x 14 inches)	S041067
Epson Photo Quality Ink Jet Cards	A6 (4.1 x 5.8 inches)	S041054
Epson Photo Paper	Panoramic (8.3 x 23 inches)	S041145
	A4 (8.3 x 11.7 inches)	S041140
	Letter (8.5 x 11 inches)	S041272
Epson Glossy Photo Paper	Borderless 4 x 6 inches	S041458/S041809
	Letter (8.5 x 11 inches)	S041141/S041649/S041272/S041271
Epson ColorLife® Photo Paper	Letter (8.5 x 11 inches)	S041500
Epson Matte Paper Heavyweight	Borderless 8 x 10 inches	S041467
	Letter (8.5 x 11 inches)	S041257
Epson Double-Sided Matte Paper	Letter (8.5 x 11 inches)	S041568

Paper name	Size	Part number
Epson Premium Glossy Photo Paper	Letter (8.5 × 11 inches)	S041286/ S041667
	Borderless 4 × 6 inches	S041727/ S041808
	Borderless 5 × 7 inches	S041464
	Borderless 8 × 10 inches	S041465
Epson Premium Semigloss Photo Paper	Letter (8.5 × 11 inches)	S041331
Epson Premium Luster Photo Paper	Letter (8.5 × 11 inches)	S041405
Epson Photo Quality Self Adhesive Sheets	A4 (8.3 × 11.7 inches)	S041106
Epson Ink Jet Transparencies	Letter (8.5 × 11 inches)	S041064
Epson Iron-On Transfer Paper	Letter (8.5 × 11 inches)	S041153
Epson Glossy Photo Greeting Card Kit	Letter (8.5 × 11 inches)	S041606
Epson Semigloss Scrapbook Photo Paper	Letter (8.5 × 11 inches)	SCR1001
PremierArt™ Matte Scrapbook Photo Paper	Letter (8.5 × 11 inches)	SCR1002
Epson Photo Quality Ink Jet Cards	A6 (4.1 × 5.8 inches)	S041054
Epson Photo Stickers®	A6 (4.1 × 5.8 inches)	S041144

Specifications

Printing

Printing method	On-demand ink jet
Nozzle configuration	
Black	90 nozzles
Color	450 nozzles (90 nozzles per color × 5)
Print direction	Bidirectional with logic seeking
Resolution	Up to 5760 × 1440 on various papers using Photo RPM

Ink Cartridges

Specification	Black ink cartridge	Color ink cartridges
Color(s)	Black	Cyan, Magenta, Yellow, Light Cyan, Light Magenta
Storage temperature	– 4 to 104 °F (– 20 to 40 °C) 1 month at 104 °F (40 °C)	
Transit temperature	– 22 to 122 °F (– 30 to 50 °C) 10 days at 122 °F (50 °C)	
Freezing temperature**	3.2 °F (–16 °C)	
Dimensions	0.5 × 2.9 × 2.2 inches (W × D × H) 12.7 × 73.5 × 55.25 mm (W × D × H)	

Caution:

To ensure good results, use genuine Epson cartridges. Other products may cause damage to your printer not covered by Epson's warranty.

Don't use an ink cartridge if the date on the package has expired.

Do not refill the ink cartridge. An IC chip on the cartridge calculates the amount of remaining ink based on the initial supply. Adding ink does not increase the amount available for use.

Paper

Since the quality of any particular brand or type of paper may be changed by the manufacturer at any time, Epson cannot attest to the quality of any non-Epson brand of paper. Always test samples of paper stock before purchasing large quantities or printing large jobs.

Poor quality paper may reduce print quality and cause paper jams and other problems. If you encounter problems, switch to a higher grade of paper. Do not load curled, folded, or wrinkled paper.

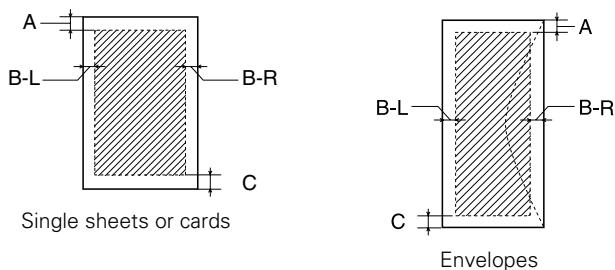
Use paper under normal environmental conditions: 59 to 77 °F (15 to 25 °C) and 40 to 60% RH (relative humidity).

Single sheets

Size	Letter (8.5 × 11 inches) A4 (8.3 × 11.7 inches) Half-letter (5.5 × 8.5 inches) A5 (5.8 × 8.3 inches) A6 (4.1 × 5.8 inches) Legal (8.5 × 14 inches) Executive (7.3 × 10.5 inches) 4 × 6 inches (101.6 × 152.4 mm) 5 × 7 inches (127 × 178 mm) 8 × 10 inches (203 × 254 mm) 3.5 × 5 inches (89 × 127 mm)
Paper type	Plain bond paper or special media distributed by Epson
Thickness	0.003 to 0.004 inch (0.08 to 0.11 mm) for plain bond paper

Weight	17 to 24 lb (64 to 90 g/m ²) for plain bond paper
Envelopes	
Size	No. 10 (4.1 × 9.5 inches) DL (4.3 × 8.7 inches) C6 (4.5 × 6.4 inches)
Paper type	Plain bond paper or air mail paper
Thickness	0.006 to 0.02 inch (0.16 to 0.52 mm)
Weight	12 to 20 lb (45 to 75 g/m ²)

Printable Area



Margins

Standard sheets	Top (A): 0.12 inch (3.0 mm) Left (B-L): 0.12 inch (3.0 mm) Right (B-R): 0.12 inch (3.0 mm) Bottom (C): 0.12 inch (3.0 mm)
Envelopes	Top (A): 0.12 inch (3.0 mm) Left (B-L): 0.2 inch (5.0 mm) Right (B-R): 0.2 inch (5.0 mm) Bottom (C): 0.79 inch (20 mm)

Note:

Depending on the type of paper, the print quality may deteriorate in the top and bottom areas of the print, or these areas may be smeared. Before printing large jobs using an extended margin setting, print a single sheet to confirm print quality.

You can create borderless prints using certain special Epson papers.

Scanning

Scanner type	Flatbed color image scanner
Photoelectric device	Color CCD line sensor
Effective pixels	20,400 × 28,080 pixels at 2400 dpi, 100%
Document size	Letter (8.5 × 11.0 inches) or A4 (8.5 × 11.7 inches); reading area is selectable with software
Scanning resolution	2400 dpi (main), 4800 dpi (sub)
Output resolution	50 to 6400 dpi (adjustable in one-dpi increments)
Color separation	RGB color filters on CCD
Image data	16 bits per pixel per color input 1 to 16 bits per pixel per color output
Gamma correction	User defined 2 level
Light source	White cold cathode fluorescent lamp
Interface	USB 2.0 High Speed
Reliability	30,000 cycles of carriage movements (main unit MCBF); lamp life: 10,000 hours
Integrated TPU	Supports transparencies up to six 35 mm film strip images and four 35 mm slides

Mechanical

Paper feed method	Friction
Paper path	Sheet feeder, rear entry
Sheet feeder capacity	Approx. 100 sheets at 17 lb (64 g/m ²)
Dimensions	17.6 × 17.3 × 10.1 inches (W × D × H) 456 × 439 × 256 mm (W × D × H)
Weight	Approx. 22.0 lb (10.0 kg)

Electrical

Input voltage range	108 to 132 V (check the label on the back for voltage information)
Rated frequency range	50 to 60 Hz
Rated current	0.8 A (max. 1.2 A)
Power consumption (stand-alone copying)	Approx. 23 W (ISO 10561 Letter Pattern) Approx. 4.0 W in sleep mode Approx. 0.4 W in power-off mode

Environmental

Temperature

Operation	50 to 95 °F (10 to 35 °C)
Storage*	-4 to 140 °F (-20 to 60 °C) 1 month at 104 °F (40 °C)
Transit*	-4 to 140 °F (-20 to 60 °C) 120 hours at 140 °F (60 °C)

Humidity (without condensation)

Operation	20 to 80% RH
Storage*	5 to 85% RH

* Stored in shipping container.

Interface

Standard	Based on Universal Serial Bus Specifications Revision 2.0, Universal Serial Bus Device Class Definition for Printing Devices version 1.1; Universal Serial Bus Mass Storage class Bulk-only Transport Revision 1.0
Bit rate	480 Mbps (high speed device)
Data encoding	NRZI
Connector	USB Series B
Recommended cable length	6.6 feet (2 meters) or less

Safety Approvals

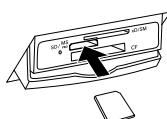
Safety standards	UL 60950, CSA C22.2 No. 60950
EMC	FCC part 15 subpart B class B CSA C108.8 class B

Supported Memory Cards

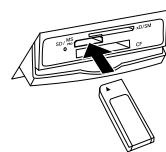
Top slot	SmartMedia (maximum 128MB; standard 2000 compliant) xD-Picture Card
Middle slot (left)	Memory Stick Memory Stick PRO Memory Stick Duo* Memory Stick PRO Duo* MagicGate Memory Stick MagicGate Memory Stick Duo*

SD (Secure Digital) Card
MMC (MultiMediaCard)
miniSD Card*

* Requires an adapter



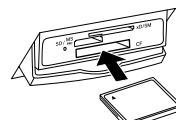
SD or MMC



MemoryStick

Bottom slot

CompactFlash Type I and Type II
IBM Microdrive



CompactFlash or Microdrive

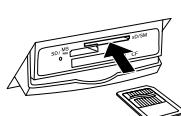
Memory Card Image File Requirements

File format	JPEG or uncompressed TIF files, DOS FAT taken with a DCF version 1.0 compliant digital camera (supports Exif Print v. 2.1 and 2.2)
Media format	DCF (Design rule for Camera File system) version 1.0 compliant*
Image size	Vertical: 120 to 4600 pixels Horizontal: 120 to 4600 pixels
Number of files	Up to 999

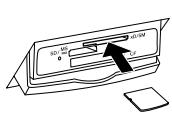
* The DCF standard is set by the Japan Electronics and Information Technology Industries Association (JEITA).

Note:

You can't print images whose file names contain double-byte characters, as is the case with some Asian language fonts. Do not use Asian language fonts to name your files if you will be printing from the memory card.



SmartMedia

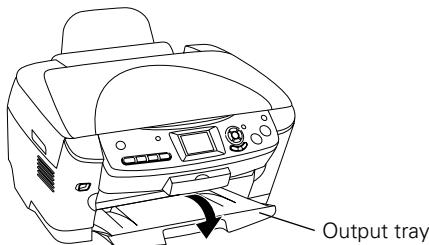


xD

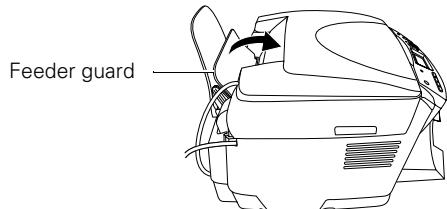
Loading Paper

Single Sheets

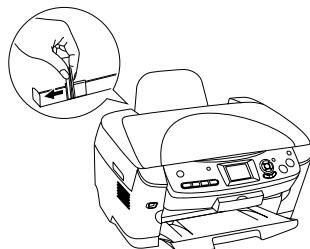
1. Open the output tray.



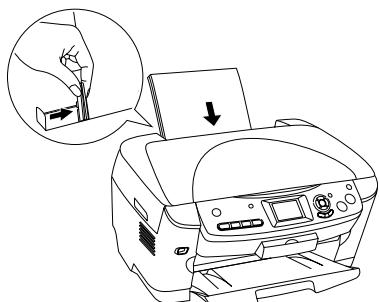
2. Flip the feeder guard forward.



3. Press the sides of the left edge guide together and slide it all the way to the left.



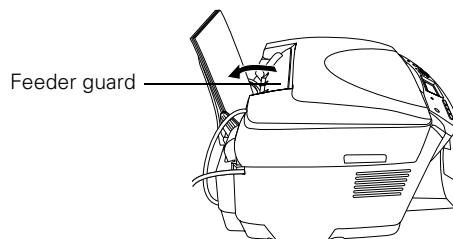
4. Insert your paper against the right edge of the sheet feeder, behind the tab.
5. Press the sides of the left edge guide together and slide it against the paper (but not too tightly).



Note:

Do not place the paper in front of the feeder guard.

6. Flip the feeder guard back over the paper.



Also be sure to:

- Load all paper with the printable side up. It's usually brighter or whiter.
- Always load the short edge first, even when printing on 4 x 6 inch paper.
- Do not load paper above the arrow on the left edge guide.
- Load letterhead or preprinted paper top edge first.
- If you're using special paper, follow the instructions that came with the paper.

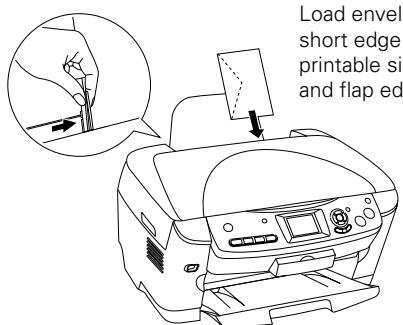
Loading Special Papers

Follow these capacity guidelines when loading Epson ink jet papers:

Paper type	Loading capacity
Epson Premium Bright White Paper Epson Photo Quality Ink Jet Paper	80 sheets
Epson Photo Quality Ink Jet Cards	30 cards
Epson Ink Jet Transparencies	30 sheets
Epson Matte Paper Heavyweight PremierArt Matte Scrapbook Photo Paper for Epson Epson All-Purpose Glossy Photo Paper Epson Glossy Photo Paper Epson Premium Glossy Photo Paper Epson Premium Semigloss Photo Paper Epson Semigloss Scrapbook Photo Paper	20 sheets
Epson Glossy Photo Greeting Cards	10 cards
Epson Iron-On Transfer Paper Epson Photo Quality Self Adhesive Sheets Epson Double-Sided Matte Paper Epson Premium Luster Photo Paper Epson ColorLife Photo Paper Epson Photo Stickers Epson Photo Paper	1 sheet

Envelopes

1. Open the output tray and flip the feeder guard forward (as shown on page 5).
2. Load up to 10 envelopes at a time, short edge first, flap edge left, and printable side up, against the right edge of the sheet feeder, behind the tab.



Load envelopes
short edge first,
printable side up,
and flap edge left

For this paper	Select this Type or Media Type setting
Epson Premium Glossy Photo Paper Epson Photo Stickers	Premium Glossy Photo Paper
Epson Premium Luster Photo Paper	Premium Luster Photo Paper
Epson Premium Semigloss Photo Paper	Premium Semigloss Photo Paper
Epson ColorLife Photo Paper Epson Semigloss Scrapbook Photo Paper	ColorLife Photo Paper
Epson Ink Jet Transparencies	Ink Jet Transparencies

Note:

Do not place the envelopes in front of the feeder guard. For best results, press each envelope flat before loading, or load one envelope at a time. Avoid envelopes that are too thin; they may curl during printing.

3. Press the sides of the left edge guide together and slide it against the envelopes (but not too tightly).

Select the following settings when printing on envelopes:

- Plain paper as the Type (Windows) or Media Type (Macintosh) setting
- The correct envelope size as the Size (Windows) or Paper Size (Macintosh) setting
- Landscape as the Orientation setting

Selecting the Correct Media Type

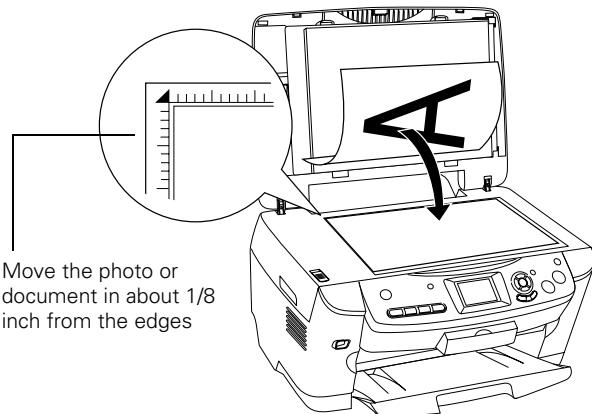
Select the paper Type (Windows) or Media Type (Macintosh) setting according to these guidelines:

For this paper	Select this Type or Media Type setting
Plain paper sheets or envelopes Epson Iron-on Transfer paper Epson Premium Bright White Paper	Plain paper/ Bright White Paper
Epson Photo Quality Ink Jet Paper Epson Photo Quality Ink Jet Cards Epson Photo Quality Self Adhesive Sheets	Photo Quality Ink Jet Paper
Epson Matte Paper Heavyweight Epson Double-Sided Matte Paper PremierArt Matte Scrapbook Photo Paper for Epson	Matte Paper - Heavyweight
Epson Photo Paper	Photo Paper
Epson Glossy Photo Paper Epson All-Purpose Glossy Paper Epson Glossy Photo Greeting Cards	Glossy Photo Paper

Placing the Original Document

Follow these steps to position a photo or document to scan or copy:

1. Open the scanner lid.
2. Place your photo or document face-down on the glass in the upper left corner about 1/8 inch from the edges, as shown.

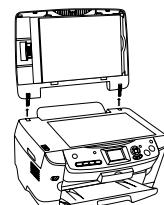


3. Close the scanner lid.

Note:

If you place your photo or document against the edge of the glass, the edges of your photo or document may not be copied.

To scan or copy a thick document, you can remove the scanner lid. Turn off the RX620, and open the scanner lid completely. Then disconnect the cord from the TPU connector and pull the lid straight up. Turn on the RX620 and gently press down the original to keep it flat on the scanner glass as you scan. When you're finished, be sure to turn off the RX620 before replacing the scanner lid and plugging in the connector.



Copying Without a Computer

Follow the steps below to copy a photo or document using just the RX620. (To copy using Epson Smart Panel, see the on-screen *Reference Guide*.)

1. Make sure the RX620 is on, paper is loaded, and the output tray is open.
2. Place your document face-down on the glass, as described on page 6.
3. Close the scanner lid.
4. Press the **Copy** button to set the RX620 to Copy mode.
5. Make sure you see **Copy with Borders** at the top of the LCD screen. This prints a photo or document with borders. If you want to select a different setting, such as a photo with no borders, press the **Copy Options** button, then see "Changing the Copy Layout" on page 8.
6. Use the **▲** and **▼** buttons to choose the copy options listed below. Use the **◀** and **▶** buttons to change settings.

Copies: Choose the number of copies you want to make (1 to 99).

Reduce/Enlarge: Choose from these options:

Setting	Result
Actual	Prints the image at its original size. Do not select this when you want BorderFree copying.
Auto Fit Page	Reduces or enlarges the image, as needed, to fit the selected paper size. Always select this for BorderFree copying.
Letter → 4 × 6 4 × 6 → Letter Letter → 5 × 7 5 × 7 → Letter 4 × 6 → 8 × 10 8 × 10 → 5 × 7	Converts the original document size (to the left of the arrow) to the finished copy size (to the right of the arrow). Do not select this when you want BorderFree copying.

Zoom In/Out: Manually adjust the size of your copies from 25% to 400%. Select a percentage to reduce or enlarge your copy.

Paper Type: Select the type of paper you've loaded in the sheet feeder from these settings:

Paper Type setting	Loaded paper
Plain	Plain paper Epson Premium Bright White Paper Epson Photo Quality Ink Jet Paper Epson Iron-On Transfer Paper Epson Photo Quality Self Adhesive Sheets
GlossyPhoto	Epson Glossy Photo Paper Epson Photo Paper Epson All-Purpose Glossy Paper Epson Glossy Photo Greeting Cards
SemiGloss	Epson Premium Semigloss Photo Paper
Prem.Glossy	Epson Premium Glossy Photo Paper Epson Photo Stickers
Prem.Luster	Epson Premium Luster Photo Paper
Matte	Epson Matte Paper Heavyweight Epson Double-Sided Matte Paper PremierArt Matte Scrapbook Photo Paper for Epson
Color Life	Epson ColorLife Photo Paper Epson Semigloss Scrapbook Photo Paper

Paper Size: Choose the size of the paper you loaded in the sheet feeder. (Not all sizes are available for all paper types.)

Quality: Choose **Draft** (rough draft copies), **Text** (optimum text and line art copies), **Photo** (high quality copies of photos), or **Best Photo** (highest quality copies of photos).

7. Press the **◇ Color** button (for color copies) or the **◇ B&W** button (for black and white copies). Your photo or document is copied.

Note:

Never open the scanner lid while copying, or your copies may not look right.

To cancel a copy job in progress, press the **⊖ Stop** button. **Canceling** appears on the LCD screen, and the page is ejected.

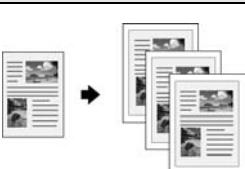
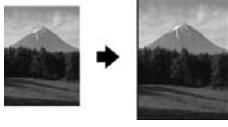
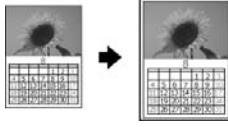
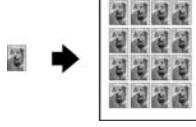
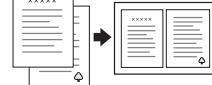
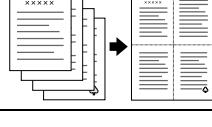
Note:

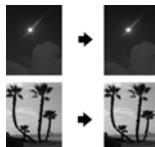
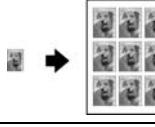
Depending on your copy settings, your copied image size may not be the exact same size as your original.

Changing the Copy Layout

Follow these steps to select a different copy layout:

1. Press the **Copy Options** button to display the **Copy Options**.
2. Choose **Copy Layout** with the **▲** and **▼** buttons and use the **◀** and **▶** buttons to select one of the options in the table below.

Copy Layout setting	Result
Copy w/ Borders Copies your original with a standard 0.12-inch (3 mm) margin	
Borderless* Copies your original image to the edges of 4 x 6-, 5 x 7-, 8 x 10-inch, or letter size paper, slightly enlarging it as necessary**	
Small Margins Copies your original with a 0.06-inch (1.5 mm) border around the edges	
Repeat Prints a photo multiple times on one sheet; select 4, 9, or 16 photos per sheet, or Auto to print a photo as many times as will fit (full-size; best for photos with small margins)	
2-up Copies two originals onto one sheet	
4-up Copies four originals onto one sheet	
Poster Prints the original image on separate sheets (4, 9, or 16) that you can paste together to make a large poster.	

Copy Layout setting	Result
Multi Photo Copies multiple photos at once and makes a separate print for each one. (Follow the instructions on the LCD screen.) Also provides color restoration for 4 x 6-inch photos. (See the "Restoring Color as You Copy" below for more information.)	
Mirror Copies a mirror image of your photo onto transfer paper so that you can iron it onto a shirt or other cloth article	
Wallet Photo Prints nine wallet-size copies of the photo on the page	

* Borderless is available only on selected Epson photo papers.

** If you notice reduced print quality at the bottom of your copy, try using the Standard setting.

Lightening or Darkening Copies

1. Press the **Copy Options** button to display the **Copy Options**.
2. Press the **▼** button to choose **Copy Density**.
3. Press the **◀** button to lighten or the **▶** button to darken your copies.
4. Press the **OK** button to go back to the additional copy settings.

Restoring Color as You Copy

You can bring an old 4 x 6-inch photo back to life as you copy it onto Premium Glossy Photo paper.

1. Press the **Copy** button to display the **Copy Menu**.
2. Press the **Copy Options** button to display the **Copy Options**.
3. Press the **▲** and **▼** buttons to choose **Copy Layout** and use the **◀** and **▶** buttons to select **Multi Photo**.
4. Press the **OK** button. You see the MultiPhoto layout screen.
5. Press the **OK** button again. You see the MultiPhoto menu.
6. Press the **▼** button to choose **Restoration**.
7. Press the **◀** button to choose **On**. Your photo paper type and size are selected automatically.
8. Press the **◊ Color** button and follow the instructions on the RX620 screen to copy and restore your photo.

Note:

To restore the color in an old film strip photo or slide and copy or scan them, see the on-screen *Reference Guide*.

Cancelling Copies

To cancel a job in progress, press the Stop button. **Canceling** appears on the LCD screen and your page is ejected.

Restoring Default Settings

If you want to reset copy and print settings to their original default settings, follow these steps:

1. Press the **Setup** button.
2. Use the **▲** and **▼** buttons to choose **Restore to Factory Settings**.
3. Press **OK**, then press **OK** again to restore your settings.
4. You see a confirmation message that settings have been restored. Press **OK**.

Viewing Photos from a Memory Card

After you've inserted your memory card, you can view your photos on the RX620 screen.

Note:

You can also print an index sheet containing small thumbnail images of the pictures on your memory card. See "Printing an Index Sheet" below for instructions.

1. Press the **Memory Card** button.
2. Use the **▲** and **▼** buttons to highlight **Custom Print**.
3. Use the **◀** and **▶** buttons to choose **Select Print**.
4. Press the **OK** button. The RX620 screen displays the first photo on the card.
5. Use the **◀** and **▶** buttons to move through the photos.

To select photos for printing, follow the instructions in the next section.

Printing From a Memory Card

You can print photos directly from your digital camera's memory card, without connecting the RX620 to a computer.

1. Make sure the RX620 is not connected to your computer (or your computer is turned off) and the RX620 is turned on.
2. Open the memory card cover, and make sure the memory card light is off and that no cards are in any of the slots. Then insert your card into the correct slot (see page 4).

Once the card is inserted, the RX620 reads and displays the number of printable images on the card. Then you can print an index sheet of all the photos or choose specific photos to print.

Printing an Index Sheet

An index sheet lets you see small thumbnail images of the pictures on your card and select the ones you want to print.

1. Press the **Memory Card** button.
2. Use the **▲** and **▼** buttons to highlight **Index Sheet**, then press the **OK** button.
3. Use the **▲** and **▼** buttons to highlight **Print Index Sheet**.
4. Load several sheets of plain, letter-size paper. (If there are more than 36 images on the card, you will need multiple sheets of paper to print the index sheets.)
5. Press the **Color** button to print the index sheet.

Note:

To cancel a print job while printing, press the Stop button. It may take a little time to process and print the index sheet, depending on the number of photos on your card. Also, the RX620 may print several sheets to include all your photos.

Selecting Photos to Print From the Index Sheet

Select the photos you want to print by filling in the ovals on the index sheet, then scan the sheet.

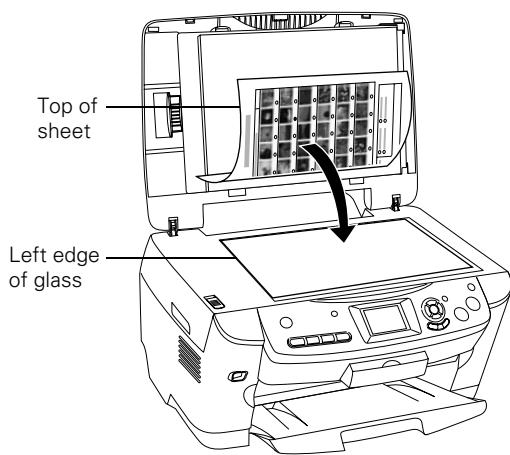
1. Load the type of paper you want to print on. You can choose from the paper types listed in the table below.
2. Once you have printed the index sheet, fill in the oval beneath each photo you want to print with a dark pen or pencil.



- Near the bottom of the sheet, select the type and size of paper you loaded. You can select from these options:

Type and size options	For these paper types
Prem. Glossy - 4 x 6 Prem. Glossy - 8 x 10 Prem. Glossy - Letter	Epson Premium Glossy Photo Paper Epson Premium Semigloss Photo Paper
Glossy Photo - 4 x 6 Glossy Photo - Letter	Epson Photo Paper Epson Glossy Photo Paper
Matte - Letter	Epson Matte Paper Heavyweight Epson Double-Sided Matte Paper

- Place the index sheet face-down on the scanner glass, so that the top of the sheet is aligned with the left edge of the glass.



- Close the scanner lid.
- Use the ▲ and ▼ buttons to highlight Scan Index Sheet.
- Press the ◊ Color button. The form is scanned and your photos are automatically printed.

Note:

To cancel a print job while printing, press the ☷ Stop button.

Selecting One or More Photos to Print

Follow these steps to print a single photo or selected photos on a memory card:

- Press the Memory Card button.
- Use the ▲ and ▼ buttons to highlight Custom Print.
- Use the ◀ and ▶ buttons to choose Select Print, then press the OK button.
- To print one or a few photos, use the ◀ and ▶ buttons to navigate to the first photo you want to print, then use the ▲ and ▼ buttons to choose the number of copies you want to print. Do this for each photo you want to print, then press the OK button.

To print all the photos on the card, select All Photos and press the OK button.

- Continue with "Printing the Selected Photos" on page 10 to finish laying out your photos and setting up your print job.

Selecting a Range of Photos

You can select a range of photos to print (such as photos 1 through 5) and print them as a group.

- Press the Memory Card button.
- Use the ▲ and ▼ buttons to highlight Custom Print.
- Use the ◀ and ▶ buttons to choose Range Print, then press the OK button.
- Use the ◀ and ▶ buttons to choose the first photo in the range, then press the OK button.
- Use the ◀ and ▶ buttons to choose the last photo in the range, then press the OK button.
- Continue with "Printing the Selected Photos" below to finish laying out your photos and setting up your print job.

Using DPOF to Select Your Photos

If your camera supports DPOF (Digital Print Order Format), you can use it to select photos for printing before you insert the card in your printer. See your camera's instruction manual for details.

- Press the Memory Card button.
- Use the ▲ and ▼ buttons to highlight Basic Print or Custom Print.
- Use the ◀ and ▶ buttons to choose DPOF, then press the OK button.
- Continue with the next section to finish laying out your photos and setting up your print job.

Printing the Selected Photos

- Press the ▲ and ▼ buttons to highlight Paper Type, then press the ◀ and ▶ buttons to choose the type of paper that is loaded in the printer. Refer to the following table.

(These are the settings you should choose when you're not using your computer to print.)

Loaded paper type	Paper Type setting
Plain paper Epson Photo Quality Ink Jet Paper Epson Premium Bright White Paper Epson Photo Quality Self Adhesive Sheets	Plain
Epson Photo Paper Epson Glossy Photo Paper Epson All-Purpose Glossy Paper Epson Glossy Photo Greeting Cards	GlossyPhoto
Epson Premium Glossy Photo Paper	Prem.Glossy

Loaded paper type	Paper Type setting
Epson Premium Semigloss Photo Paper	SemiGloss
Epson Semigloss Scrapbook Photo Paper	
Epson Premium Luster Photo Paper	Prem.Luster
Epson Matte Paper Heavyweight PremierArt Matte Scrapbook Photo Paper	Matte
Epson ColorLife Photo Paper	ColorLife
Epson Iron-On Transfer Paper	Iron On

2. Press the ▲ and ▼ buttons to highlight **Paper Size**, then use the ◀ and ▶ buttons to select the size of paper you've loaded.
3. Use the ▲ and ▼ buttons to highlight **Layout**, then use the ◀ and ▶ buttons to select the desired layout option (such as **Borderless**, **2-up**, etc.).
4. Use the ▲ and ▼ buttons to highlight **Quality**, then use the ◀ and ▶ buttons to choose **Photo** or **Best Photo**.
5. If you like, you can make further changes before printing. Use the ▲ and ▼ buttons to choose one of the options listed (such as **Brightness**, **Fit to Frame**, etc.). Then use the ◀ and ▶ buttons to select the desired setting.
6. When you're done adjusting print settings, press the **OK** button.
7. If you want to print multiple sets of your entire print job, press the ▲ and ▼ buttons to choose the number of sets to print (1 to 99).
8. Press the **◊ Color** button or **◊ B&W** button to begin printing.

Note:

To cancel a print job while printing, press the **◊ Stop** button.

Printing From Other Devices

The RX620 can also print photos stored on these devices:

- PictBridge-enabled digital camera
- USB data storage device, such as a CD-ROM or an Iomega Zip drive
- Bluetooth-enabled device (requires an optional Bluetooth Photo Print adapter)

See the *Quick Guide* or on-screen *Reference Guide* for more information.

Using EPSON Smart Panel

Smart Panel is an easy, step-by-step interface for scanning, copying, printing, and more. Double-click the **EPSON Smart Panel** icon on your desktop to open Smart Panel:



Choose from these features:

Smart Panel feature	Description
	Scans a photo and saves it to your computer.
	Copies documents with all the flexibility of a conventional photocopier.
	Scans your image or document to your computer's fax utility. (Requires fax software and a fax modem installed in your PC.)
	Scans a photo into ArcSoft PhotoImpression, where you can edit, retouch, enhance, and print it with templates, frames, and borders.
	Scans a photo or document and lets you choose which program it launches for handling the scanned file.

Smart Panel feature	Description
	Scans a photo or document and attaches it to an e-mail so that you can send it right away. (Requires a POP3 compliant e-mail program.)
	Scans a photo and uploads it to Epson's photo-sharing web site.

Note:

For details on using all the Smart Panel features, click the ? button in Smart Panel or see the online *Smart Panel User Guide*.

Scanning to a File With EPSON Scan

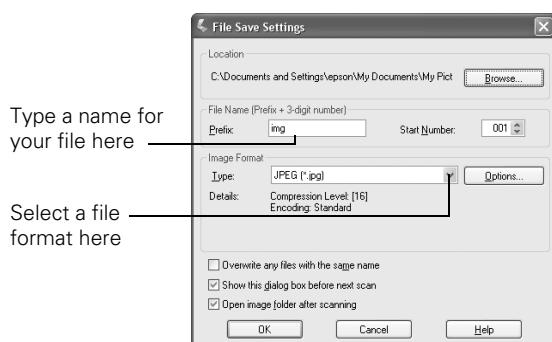
Follow these steps to scan directly to a file on your computer:

1. Place your document face-down on the glass as shown on page 6, and make sure your computer and RX620 are turned on.
2. Close the scanner lid.
3. Start Epson Scan.

Windows: Select Start > All Programs (or Programs) > EPSON Scan > EPSON Scan.

Macintosh: Double-click EPSON Scan in the Applications folder.

4. Click the Scan button. You see the File Save Settings window:



5. Type a name for your file in the Prefix box.
6. Select a file format in the Type box.
7. Click OK. EPSON Scan scans your document or photo to the location you specified.

Note:

Never open the scanner lid while scanning, or your scans may not look right.

Scanning From a Program

You can scan from any TWAIN-compliant program—such as Adobe Photoshop or ArcSoft PhotoImpression—using Epson Scan. Epson Scan provides three scanning modes for progressive levels of control over your scanned image:

- **Full Auto Mode** makes scanning quick and easy, with automatic image type and resolution settings.
- **Home Mode** provides a simple screen giving you automatic image adjustments, previewing and cropping capability, and preset configurations for various types of scans.
- **Professional Mode** lets you manually configure advanced image settings.

See the on-screen *Reference Guide* for more information.

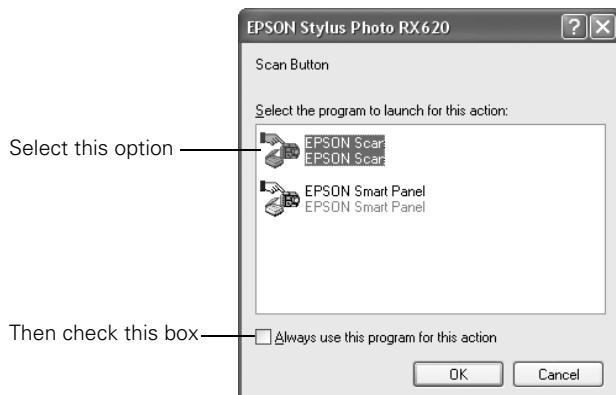
Scanning With the Scan Button

1. Place your document face-down on the glass as shown on page 6, and make sure your computer and RX620 are on.
2. Close the scanner lid.
3. Press the Scan button to set the RX620 to Scan mode.
4. Use the ▲ and ▼ buttons to choose Scan to PC, then press the OK button.

Note:

You can also scan to a memory card or to an e-mail; see the *Quick Guide* for instructions.

5. For Windows, if you see the screen below on your computer, select EPSON Scan and click the Always use this program for this action checkbox. Then click OK.



6. Click the Scan button.
7. When you see the File Save Settings window, type a name for your file in the Prefix box, select a file format in the Type box, and click OK.

- Click OK. Epson Scan scans your document or photo to the location you specified.

Placing Film or Slides on the Scanner

You can copy, scan, and print from 35 mm film strips and slides. Follow the instructions below to:

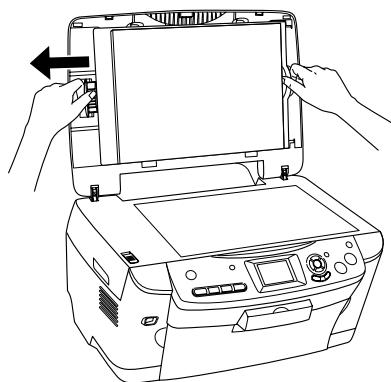
- Remove the film holder and document mat
- Load 35 mm film strips in the film holder
- Place 35 mm slides on the film holder

Removing the Film Holder and Document Mat

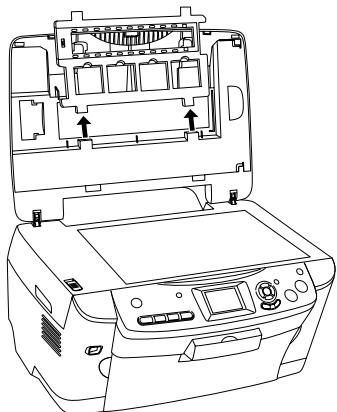
- Open the scanner lid and slide out the document mat. Set the mat aside so you can reinstall it for scanning reflective documents later.

Note:

You can't scan film or slides unless the white document mat is removed from the scanner lid.



- Remove the film holder from its storage place. (Remember to replace the film holder when you're done using it.)

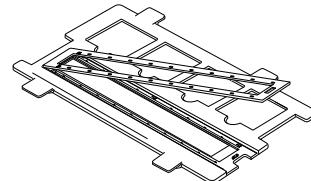


- Continue with one of these sections:

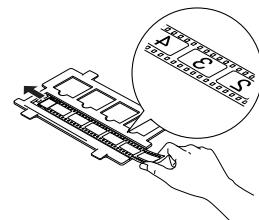
- "Loading 35 mm Film Strips in the Film Holder" below (for film)
- "Placing 35 mm Slides on the Film Holder" on page 14 (for slides)

Loading 35 mm Film Strips in the Film Holder

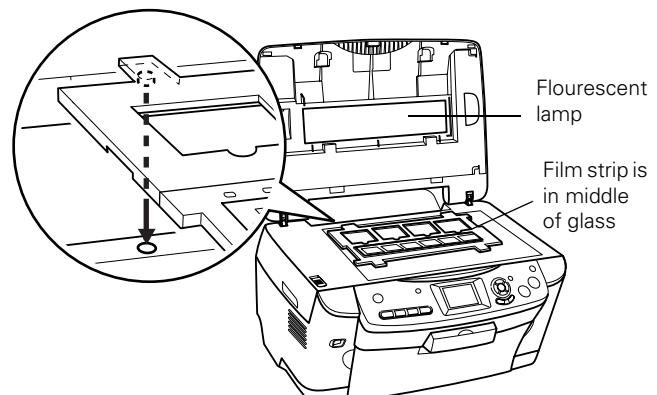
- Remove the cover for the film strip holder.



- Slide your film strip into the holder with the duller (emulsion) side facing up. The top of the images should be facing the outside edge of the film holder and the images should be reversed.



- Replace the film cover. (It should snap into place.)
- Position the film holder so that the 35 mm film strip faces the center of the scanner glass. The positioning posts on the film holder fit in two small holes near the scanner lid, as shown.

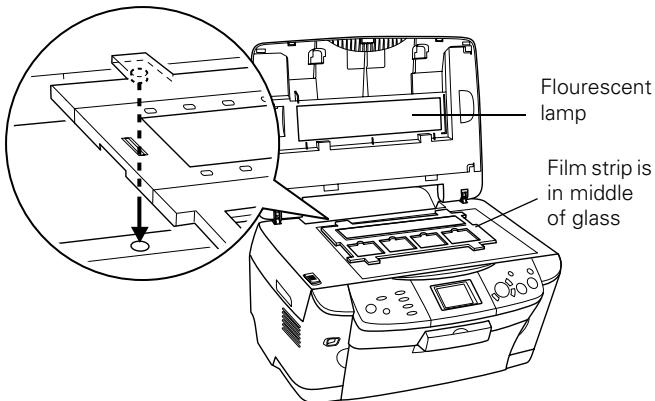


- Close the scanner lid.

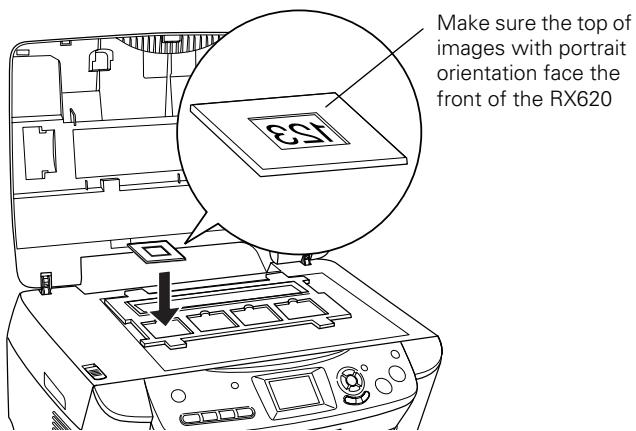
Now you are ready copy, print, or scan. See the *User's Guide* for instructions.

Placing 35 mm Slides on the Film Holder

1. Position the film holder so that the 35 mm slide section faces the center of the scanner glass. The positioning posts fit in two small holes near the scanner lid, as shown.



2. Places slides in the film holder as shown, with the duller (emulsion) side facing up.



Note:

If your slide image is in landscape orientation (wider than it is long), place it in the same direction as slide images in portrait orientation (longer than they are wide). This copies the maximum image area, but your preview will be rotated.

3. Close the scanner lid.

Now you are ready copy, print, or scan. See the *User's Guide* for instructions.

Cleaning the Print Head

If your printouts are unexpectedly light, or dots or lines are missing, you may need to clean the print head. This unclogs the nozzles so they can deliver ink properly. Print head cleaning uses ink, so clean it only if quality declines.

Note:

You can also clean the print head using the printer software. Click the ? or Help button on your printer settings window for instructions on running the print head cleaning utility.

1. Make sure the RX620 is turned on but not printing.
2. Press the Setup button to enter setup mode.
3. Press the ▲ and ▼ buttons to select Head cleaning.
4. Press the OK button, then press OK to start cleaning the print head.

Cleaning takes about 30 seconds, during which the message Head Cleaning appears on the LCD screen.

Caution:

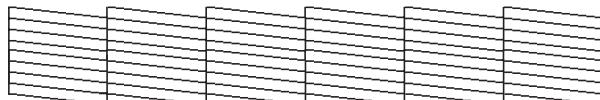
Never turn off the RX620 while the message Head Cleaning appears on the LCD screen, unless the RX620 hasn't moved or made noise for more than 5 minutes.

5. When head cleaning is finished, you return to the Setup Menu. Use the ▲ and ▼ buttons to select Nozzle Check.
6. Make sure letter-size paper is loaded. Press the OK button, then press OK to print a nozzle check.

Note:

You can also print a nozzle check using the printer software. Click the ? or Help button on your printer settings window for instructions on printing a nozzle check.

7. Examine the nozzle check pattern you printed. Each staggered line should be solid, with no gaps, as shown.



- If your printout looks okay, you're done. Click Cancel to return to the main menu.
- If you see any gaps (as shown below) in the dot pattern, press OK. Then follow the instructions on the LCD screen to clean the print head again.



If you don't see any improvement after cleaning three or four times, check the troubleshooting solutions in the on-screen *Reference Guide*. You can also turn the RX620 off and wait overnight—this allows any dried ink to soften—and then try cleaning the print head again.

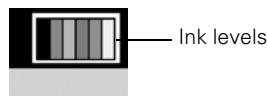
Caution:

When you don't turn on your RX620 for a long time, the print quality can decline. It's a good idea to turn it on at least once a month to maintain good print quality.

Replacing Ink Cartridges

When you print with low or empty ink cartridges, you'll see a message on your RX620 screen. When your ink starts getting low, make sure you have replacement cartridges available. You can't print if a cartridge is empty.

Check the icon in the upper right corner to see which cartridge is low or empty:



If you can't see the icon clearly enough, press the **Setup** button, then press the ▼ button to select **LCD Contrast Adjustment** then press the **OK** button. Use the ▲ and ▶ buttons to decrease or increase the contrast as necessary to see the icon clearly, then press the **OK** button.

When a cartridge is more than six months old, you may need to replace it if printouts don't look their best. If the quality doesn't improve after cleaning and aligning the print head, you may need to replace the cartridge.

Checking the Ink Supply

To check your ink supply, do the following:

1. Press the **Setup** button to enter setup mode.
2. Press the ▲ and ▼ buttons to select **Ink Levels**, then press the **OK** button.

You see a graphic with the amount of ink available in each cartridge: **B** (Black) **C** (Cyan), **LC** (Light Cyan), **M** (Magenta), **LM** (Light Magenta), and **Y** (Yellow).

3. When you're done checking the ink levels, press the **OK** button.

When your ink starts getting low, make sure you have replacement cartridges available. You can't print if a cartridge is empty.

Ink Cartridge Precautions

Warning:

Keep ink cartridges out of the reach of children.

If ink gets on your hands, wash them thoroughly with soap and water. If ink gets in your eyes, flush them thoroughly with water.

Caution:

To avoid damaging the printer, never move the print head by hand. You can't print if an ink cartridge is empty. Leave the empty cartridge installed in the RX620 until you have obtained a replacement. Otherwise the ink remaining in the print head nozzles may dry out.

Removing and Installing Ink Cartridges

Be sure you have a new ink cartridge before you begin. Once you start replacing a cartridge, you must complete all the steps in one session.

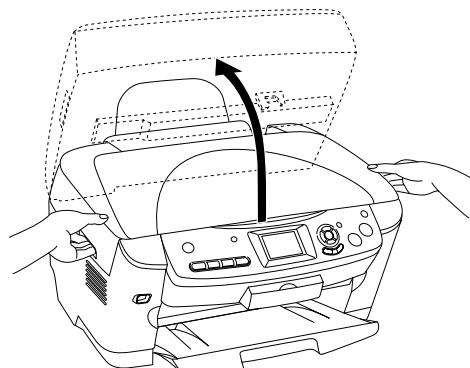
1. If an ink cartridge is empty:

Look at the icon in the upper right corner of the LCD screen to see which cartridge is empty, then press the **OK** button.

If an ink cartridge is low:

Press the **Setup** button to enter setup mode. Press the ▲ and ▼ buttons to select **Ink Cartridge**, press **OK**, then press **OK** again. Look at the icon in the upper right corner of the LCD screen or check the ink levels as described in "Checking the Ink Supply" above.

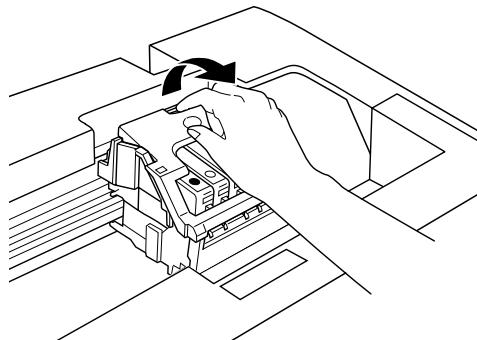
2. Lift open the scanner section, as shown, making sure to keep the scanner lid closed on top.



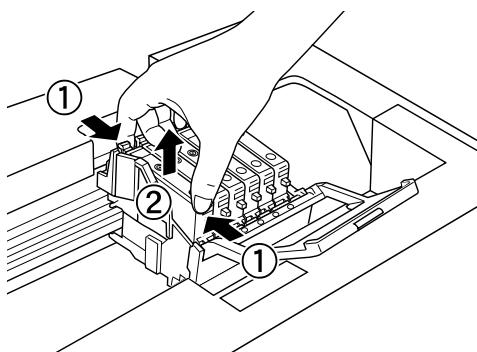
3. Open the ink cartridge holder's cover.

Caution:

Never attempt to open the cartridge holder's cover while the print head is moving. Wait until the cartridges have moved to the replacement position.



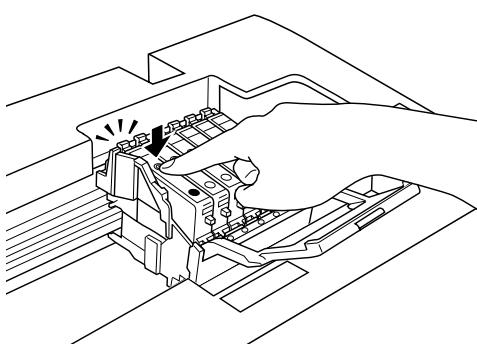
4. Remove the cartridge you need to replace. Press in the tab at the back of the cartridge to release it, then lift the cartridge straight out. Dispose of it carefully.



Note:

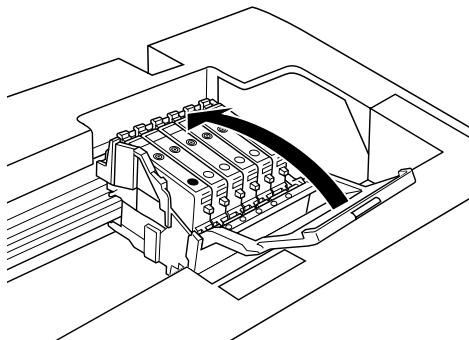
The illustration above shows the black cartridge being removed. Only remove the cartridge(s) you need to replace.

5. Unwrap the new cartridge.
6. Insert the new cartridge into the holder. Press down firmly until it clicks into place.



If you need to replace other ink cartridges, repeat steps 4 through 6 before continuing with the next step.

7. Close the ink cartridge holder's cover, then close the scanner section.



Caution:

If you find it difficult to close the cover, make sure all the cartridges are firmly seated. Press down on each newly installed cartridge until you hear it click into place. Do not attempt to force the cover closed.

The RX620 begins charging the ink delivery system and the message **Ink Charging** appears on the LCD screen. When you see the message **Ink cartridge replacement completed**, press **OK**.

Caution:

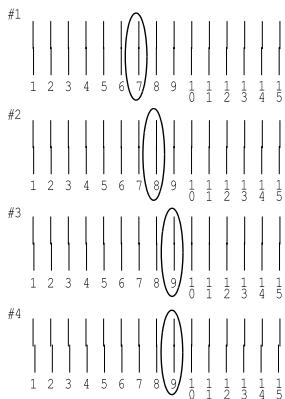
Never turn off the RX620 during ink charging, unless the RX620 hasn't moved or made noise for more than 5 minutes. This may cause incomplete charging of ink.

Aligning the Print Head

If your printouts look grainy or vertical lines appear jagged, you may need to align the print head.

1. Make sure the RX620 is turned on and not printing.
2. Load several sheets of plain letter-size paper.
3. Press the **Setup** button to enter setup mode, then press the **▲** and **▼** buttons to select **Head Alignment**.
4. Press the **OK** button, then press **OK** again to print an alignment pattern.

5. On the test page, select the pattern in each row with the two vertical lines most precisely printed on top of each other. You may need to use a magnifying glass or loupe.



6. Select the number of the best pattern in the first row by pressing the **◀** and **▶** buttons. Then press **OK**.
 7. The next row number appears. Select the best pattern for each remaining row.
 8. When you're finished you see the message **Head alignment completed** on the LCD screen. Press **OK** to return to the Setup Menu.

Transporting the RX620

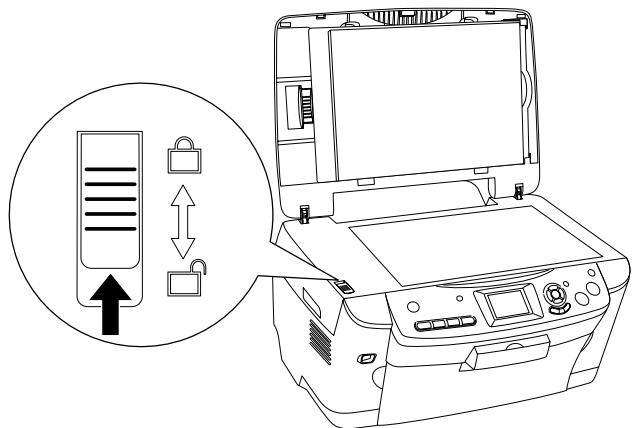
If you move your RX620 some distance, you need to prepare it for transportation in its original box or one of a similar size.

Caution:

To avoid damage, always leave the ink cartridges installed when transporting the RX620. Never transport or store the RX620 on its side or in a tilted or upside-down position.

1. Press the **Power** button to turn on the RX620. Wait until the scanner carriage moves to the home position (toward the left side) and the print head locks in the far right position. Then turn the RX620 off.

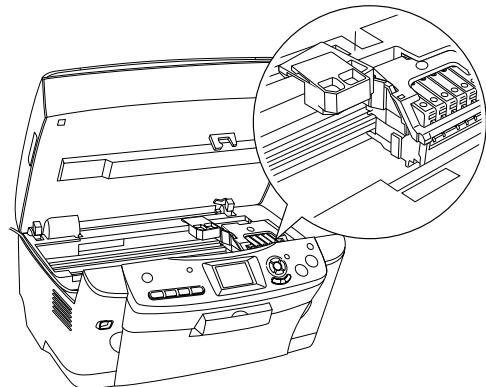
2. Open the scanner lid and slide the transportation lock to the **locked** position.



Caution:

Be sure to move the transportation lock back to the unlocked position after installing the RX620 in its new location.

3. Close the scanner lid.
4. Unplug the power cord from the electrical outlet. Then disconnect the USB cable from your computer.
5. Unplug the cord from the TPU connector.
6. Remove any paper from the sheet feeder and output tray, then remove the paper support.
7. Close the output tray.
8. Lift up the scanner unit.
9. Remove the orange print head lock from its storage area and install it as shown to prevent the print head from moving during transport. If you can't find the orange print head lock, tape the print head to the case.



Caution:

Be sure to remove the orange print head lock or tape after installing the RX620 in its new location.

10. Close the scanner unit carefully until it clicks back into place.
11. Repack the RX620 and its attachments in the original box using the protective materials that came with them.

Caution:

Keep the RX620 level as you transport it.

After transporting the RX620, remove the orange print head lock or tape securing the print head, unlock the transportation lock securing the scanner carriage, and print a test copy. If you notice a decline in quality, clean the print head (see page 14); if output is misaligned, align the print head (see page 16).

Related Documentation

CPD-15868	Epson Stylus Photo RX620 <i>Start Here</i> sheet
CPD-15867	Epson Stylus Photo RX620 <i>Quick Guide</i>
CPD-15866	Epson Stylus Photo RX620 CD-ROM (includes on-screen <i>Reference Guide</i>)