



User's Guide

NPD4898-00 EN

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Introduction

Where to Find Information

The latest version of the following manuals are available on the Epson support website.

<http://www.epson.eu/Support> (Europe)

<http://support.epson.net/> (outside Europe)

Start Here (paper):

Provides you with information on setting up the product and installing the software.

User's Guide (PDF):

Provides you with detailed operating, safety, and troubleshooting instructions. See this guide when using this product with a computer, or when using advanced features such as 2 sided copying.

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

Network Guide (PDF):

Provides network administrators with information on both the printer driver and network settings.

Help (on the product display):

Provides basic operating and troubleshooting instructions on the product's LCD screen. Select the **Help** menu on the control panel.

Caution, Important and Note

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



Caution

must be followed carefully to avoid bodily injury.



Important

must be observed to avoid damage to your equipment.

Note

contain useful tips and restrictions on product operation.

Operating System Versions

In this manual, the following abbreviations are used.

- Windows 8 refers to Windows 8 and Windows 8 Pro.

Introduction

- ❑ Windows 7 refers to Windows 7 Home Basic, Windows 7 Home Premium, Windows 7 Professional, and Windows 7 Ultimate.
- ❑ Windows Vista refers to Windows Vista Home Basic Edition, Windows Vista Home Premium Edition, Windows Vista Business Edition, Windows Vista Enterprise Edition, and Windows Vista Ultimate Edition.
- ❑ Windows XP refers to Windows XP Home Edition, Windows XP Professional x64 Edition, and Windows XP Professional.
- ❑ Mac OS X refers to Mac OS X 10.5.8, 10.6.x, 10.7.x, 10.8.x.

Using Epson Connect Service

Using Epson Connect and other companies' services, you can easily print directly from your smartphone, tablet PC or laptop, anytime and practically anywhere even across the globe! For more information about printing and other services, visit the following URL;

<https://www.epsonconnect.com/> (Epson Connect portal site)

<http://www.epsonconnect.eu/> (Europe only)



Note:

You can make network service settings using a Web browser on your computer, smartphone, tablet PC, or laptop that is connected to the same network as the product.

➔ [“Making Network Service Settings” on page 155](#)

Important Instructions

Important Instructions

Safety Instructions

Read and follow these instructions to ensure safe use of this product. Make sure you keep this guide for future reference. Also, be sure to follow all warnings and instructions marked on the product.

- Use only the power cord supplied with the product and do not use the cord with any other equipment. Use of other cords with this product or the use of the supplied power cord with other equipment may result in fire or electric shock.
- Be sure your AC power cord meets the relevant local safety standard.
- Never disassemble, modify, or attempt to repair the power cord, plug, printer unit, scanner unit, or options by yourself, except as specifically explained in the product's guides.
- Unplug the product and refer servicing to qualified service personnel under the following conditions: The power cord or plug is damaged; liquid has entered the product; the product has been dropped or the casing damaged; the product does not operate normally or exhibits a distinct change in performance. Do not adjust controls that are not covered by the operating instructions.
- Place the product near a wall outlet where the plug can be easily unplugged.
- Do not place or store the product outdoors, near excessive dirt or dust, water, heat sources, or in locations subject to shocks, vibrations, high temperature or humidity.
- Take care not to spill liquid on the product and not to handle the product with wet hands.
- Keep this product at least 22 cm away from cardiac pacemakers. Radio waves from this product may adversely affect the operation of cardiac pacemakers.
- If the LCD screen is damaged, contact your dealer. If the liquid crystal solution gets on your hands, wash them thoroughly with soap and water. If the liquid crystal solution gets into your eyes, flush them immediately with water. If discomfort or vision problems remain after a thorough flushing, see a doctor immediately.
- Avoid using a telephone during an electrical storm. There may be a remote risk of electric shock from lightning (for fax capable models).
- Do not use a telephone to report a gas leak in the vicinity of the leak (for fax capable models).

Note:

The following provides safety instructions for ink cartridges.

➔ ["Replacing Ink Cartridges" on page 134](#)

Product Advisories and Warnings


Read and follow these instructions to avoid damaging the product or your property. Make sure you keep this guide for future reference.

Important Instructions

Setting up/using the product

- ❑ Do not block or cover the vents and openings in the product.
- ❑ Use only the type of power source indicated on the product's label.
- ❑ Avoid using outlets on the same circuit as photocopiers or air control systems that regularly switch on and off.
- ❑ Avoid electrical outlets controlled by wall switches or automatic timers.
- ❑ Keep the entire computer system away from potential sources of electromagnetic interference, such as loudspeakers or the base units of cordless telephones.
- ❑ The power-supply cords should be placed to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place objects on top of the power-supply cords and do not allow the power-supply cords to be stepped on or run over. Be particularly careful to keep all the power-supply cords straight at the ends and the points where they enter and leave the transformer.
- ❑ If you use an extension cord with the product, make sure that the total ampere rating of the devices plugged into the extension cord does not exceed the cord's ampere rating. Also, make sure that the total ampere rating of all devices plugged into the wall outlet does not exceed the wall outlet's ampere rating.
- ❑ If you plan to use the product in Germany, the building installation must be protected by a 10 or 16 amp circuit breaker to provide adequate short-circuit protection and over-current protection for the product.
- ❑ When connecting the product to a computer or other device with a cable, ensure the correct orientation of the connectors. Each connector has only one correct orientation. Inserting a connector in the wrong orientation may damage both devices connected by the cable.
- ❑ Place the product on a flat, stable surface that extends beyond the base of the product in all directions. If you place the product by the wall, leave more than 10 cm between the back of the product and the wall. The product will not operate properly if it is tilted at an angle.
- ❑ Place the product with its right side at least 10 cm away from the wall or any other objects (for fax capable models).
- ❑ When storing or transporting the product, avoid tilting it, placing it vertically, or turning it upside down; otherwise ink may leak.
- ❑ Allow spaces behind the product for the cables, and space above the product so that you can fully raise the document cover.
- ❑ Leave enough space in front of the product for the paper to be fully ejected.
- ❑ Avoid places subject to rapid changes in temperature and humidity. Also, keep the product away from direct sunlight, strong light, or heat sources.
- ❑ Do not insert objects through the slots in the product.
- ❑ Do not put your hand inside the product or touch the ink cartridges during printing.
- ❑ Do not touch the white flat cable inside the product.
- ❑ Do not use aerosol products that contain flammable gases inside or around the product. Doing so may cause fire.

Important Instructions

- ❑ Do not move the print head by hand; otherwise, you may damage the product.
- ❑ Always turn the product off using the  button. Do not unplug the product or turn off the power at the outlet until the LCD screen has turned off completely.
- ❑ Before transporting the product, make sure that the print head is in the home (far right) position and the ink cartridges are in place.
- ❑ Be careful not to trap your fingers when closing the scanner unit.
- ❑ If you are not going to use the product for a long period, be sure to unplug the power cord from the electrical outlet.
- ❑ Do not press too hard on the scanner glass when placing the originals.
- ❑ During the life of your product it may be necessary to replace the waste ink pad when it has become full. Whether and how often this is required will vary according to the number of pages you print, the type of material that you print and the number of cleaning cycles that the product performs. Epson Status Monitor, your LCD, or lights on the control panel will advise you when this part needs replacing. The need for replacement of the pad does not mean that your product has ceased to operate in accordance with its specifications. The replacement of this part is a routine product servicing activity within the product's specification and is not a problem which requires repair. The Epson warranty does not therefore cover the cost of this replacement. If your product needs the pad replacing this can be performed for you by any authorised Epson service provider. It is not a user-serviceable part.

Using the product with a wireless connection

- ❑ Do not use this product inside medical facilities or near medical equipment. Radio waves from this product may adversely affect the operation of electrical medical equipment.
- ❑ Do not use this product near automatically controlled devices such as automatic doors or fire alarms. Radio waves from this product may adversely affect these devices, and could lead to accidents due to malfunction.

Using memory cards

- ❑ Do not remove a memory card or turn off the product while the memory card light is flashing.
- ❑ The methods for using memory cards vary according to card type. Be sure to refer to the documentation packaged with your memory card for details.
- ❑ Use only memory cards compatible with the product.
 - ➔ [“Memory card” on page 202](#)

Using the touchscreen and touchpad

- ❑ The LCD screen may contain a few small bright or dark spots, and because of its features it may have an uneven brightness. These are normal and do not indicate that it is damaged in any way.
- ❑ Only use a dry, soft cloth to clean the touchscreen and touchpad. Do not use liquid or chemical cleansers.
- ❑ The exterior cover of the touchscreen and touchpad could break if it receives a heavy impact. Contact your dealer if the panel surface chips or cracks, and do not touch or attempt to remove the broken pieces.

Important Instructions

- ❑ For XP-610 Series
The touchpad is a capacitive touchscreen, which responds only when touched directly with a finger. The panel may not respond when touched with wet hands, gloved hands, or touched through a protective sheet or sticker.
- ❑ Press the touchscreen and touchpad gently with your finger. Do not press force or operate with your nails.
- ❑ Do not operate by a sharp edge thing such as a ball point pen, sharp pencil, stylus pen and so on.
- ❑ Condensation inside the panel due to abrupt changes in temperature or humidity may cause performance to deteriorate.

Handling ink cartridges

➔ [“Replacing Ink Cartridges” on page 134](#)

Restrictions on Copying

Observe the following restrictions in order to ensure the responsible and legal use of the product.

Copying of the following items is prohibited by law:

- ❑ Bank bills, coins, government-issued marketable securities, government bond securities, and municipal securities
- ❑ Unused postage stamps, pre-stamped postcards, and other official postal items bearing valid postage
- ❑ Government-issued revenue stamps, and securities issued according to legal procedure

Exercise caution when copying the following items:

- ❑ Private marketable securities (stock certificates, negotiable notes, checks, etc.), monthly passes, concession tickets, etc.
- ❑ Passports, driver's licenses, warrants of fitness, road passes, food stamps, tickets, etc.

Note:

Copying these items may also be prohibited by law.

Responsible use of copyrighted materials:

- ❑ Products can be misused by improperly copying copyrighted materials. Unless acting on the advice of a knowledgeable attorney, be responsible and respectful by obtaining the permission of the copyright holder before copying published material.

Protecting Your Personal Information

Note:

This function is only available for XP-810 Series.

Important Instructions

This product allows you to store names and telephone numbers in its memory even when the power is turned off.

Use the following menu to erase the memory if you give the product to someone else or dispose of it.

☰ Setup > Restore Default Settings > All Settings

Getting to Know Your Product

Available features for your product

Check what is available for your product.

		XP-610 Series	XP-710 Series	XP-810 Series
Print		✓	✓	✓
Copy		✓	✓	✓
Scan		✓	✓	✓
Fax		-	-	✓
ADF		-	-	✓
Ethernet		-	-	✓
Wi-Fi		✓	✓	✓
Epson Connect services	Email Print	✓	✓	✓
	Remote Print Driver	✓	✓	✓
	Scan to Cloud	✓	✓	✓
	iPrint*	✓	✓	✓
Other companies' services	AirPrint	✓	✓	✓
	Google Cloud Print	✓	✓	✓
PictBridge	USB	✓	✓	✓
	LAN	-	-	✓
	WLAN	✓	✓	✓

* Epson iPrint is an application for iOS and Android. Using Epson iPrint, you can wirelessly print and scan from your smartphone or tablet. For more information, visit the following website.

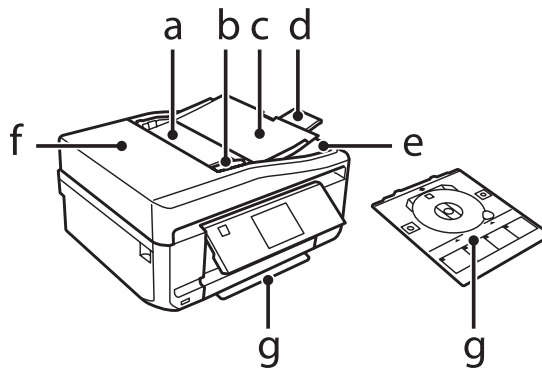


<http://ipr.to/a>

Getting to Know Your Product

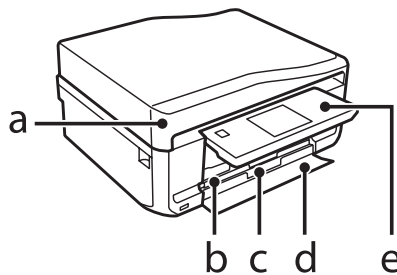
Product Parts

Note:
 The illustrations in this manual are from a similar product model. Although they may differ from your actual product, the method of operation is the same.



a.	Automatic Document Feeder (ADF)*
b.	Edge guide*
c.	ADF input tray (place your originals here to be copied)*
d.	ADF output tray extension (slide out the extension when using the ADF)*
e.	ADF output tray (your originals are ejected here as they are copied)*
f.	ADF cover*
g.	CD/DVD tray

* This part is only available for the XP-810 Series.

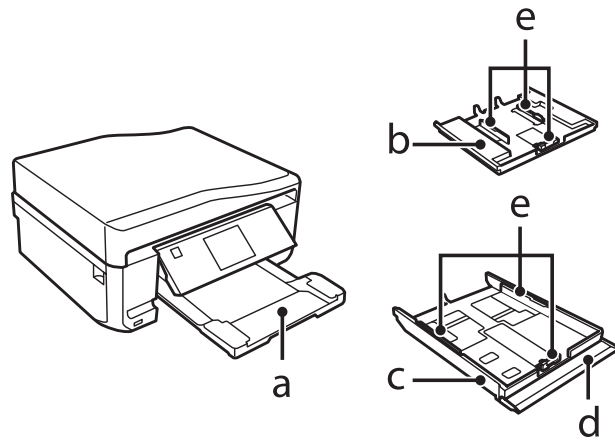


a.	Document cover
b.	Paper cassette 1 (upper cassette)* ¹
c.	Paper cassette 2 (lower cassette)* ¹
d.	Front cover* ¹
e.	Control panel* ²

*¹ See the following illustration for details.

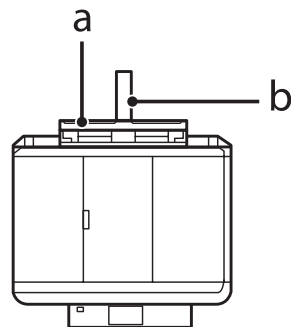
*² The control panel raises automatically when printing starts. Lower it manually if necessary. (XP-710 Series/XP-810 Series)

Getting to Know Your Product



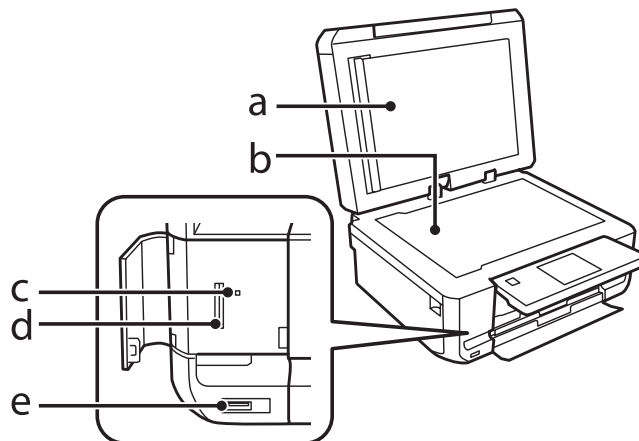
a.	Output tray*
b.	Paper cassette 1
c.	Paper cassette 2
d.	Front cover
e.	Edge guides

* The output tray slides out automatically when printing starts. Close it manually if necessary. (XP-710 Series/XP-810 Series)



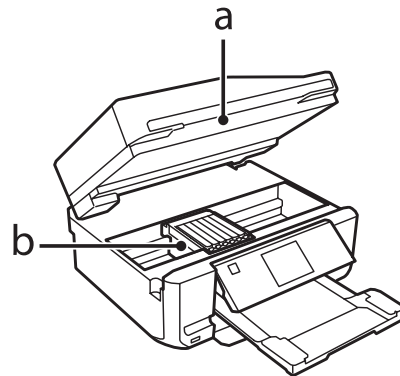
a.	Rear paper feed slot*
b.	Paper support*

* This part is only available for the XP-710 Series/XP-810 Series.

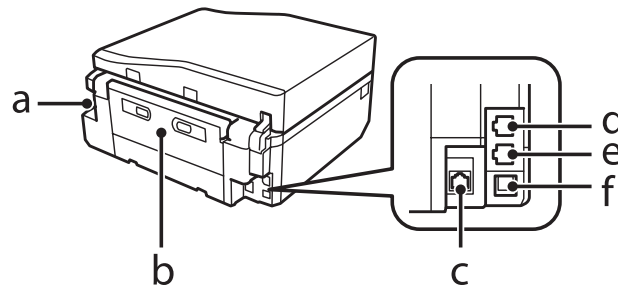


Getting to Know Your Product

a.	Document mat
b.	Scanner glass
c.	Memory card light
d.	Memory card slot
e.	External interface USB port



a.	Scanner unit
b.	Print head / Ink cartridge holder



a.	AC inlet
b.	Rear cover
c.	LAN port* ¹
d.	LINE port* ²
e.	EXT. port* ²
f.	USB port

*1 This part is only available for the XP-710 Series/XP-810 Series.

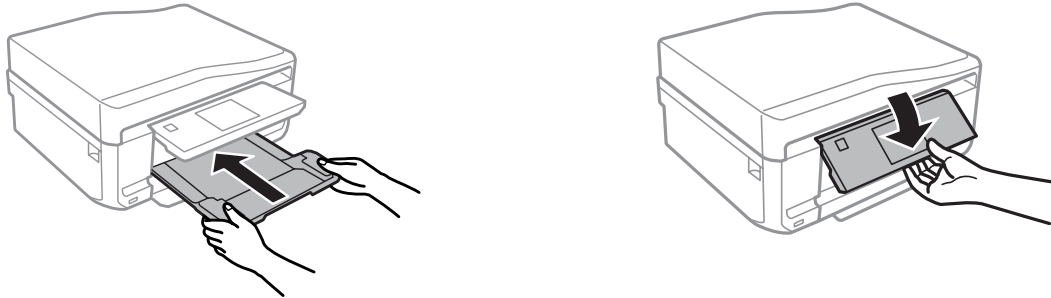
*2 This part is only available for the XP-810 Series.

Getting to Know Your Product

Notes regarding the control panel and the output tray

For the XP-710 Series/XP-810 Series, the control panel raises and the output tray slides out automatically when printing starts. This function is not available for the XP-610 Series.

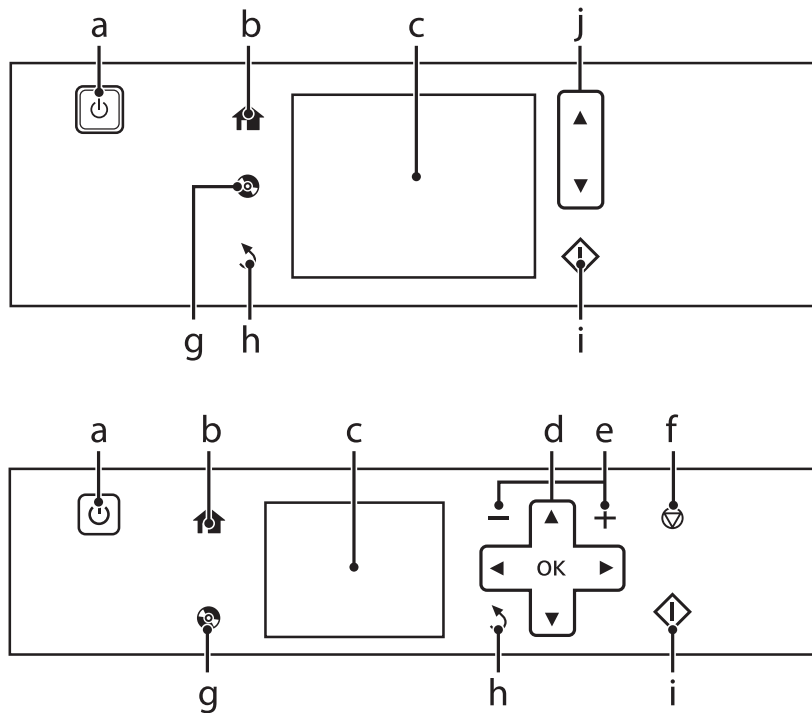
After printing, close the output tray and lower the control panel manually for all models if necessary.



Guide to the Control Panel














Note:

Although the control panel design and what displayed on the LCD screen such as menu names and option names may differ from your actual product, the method of operation is the same.

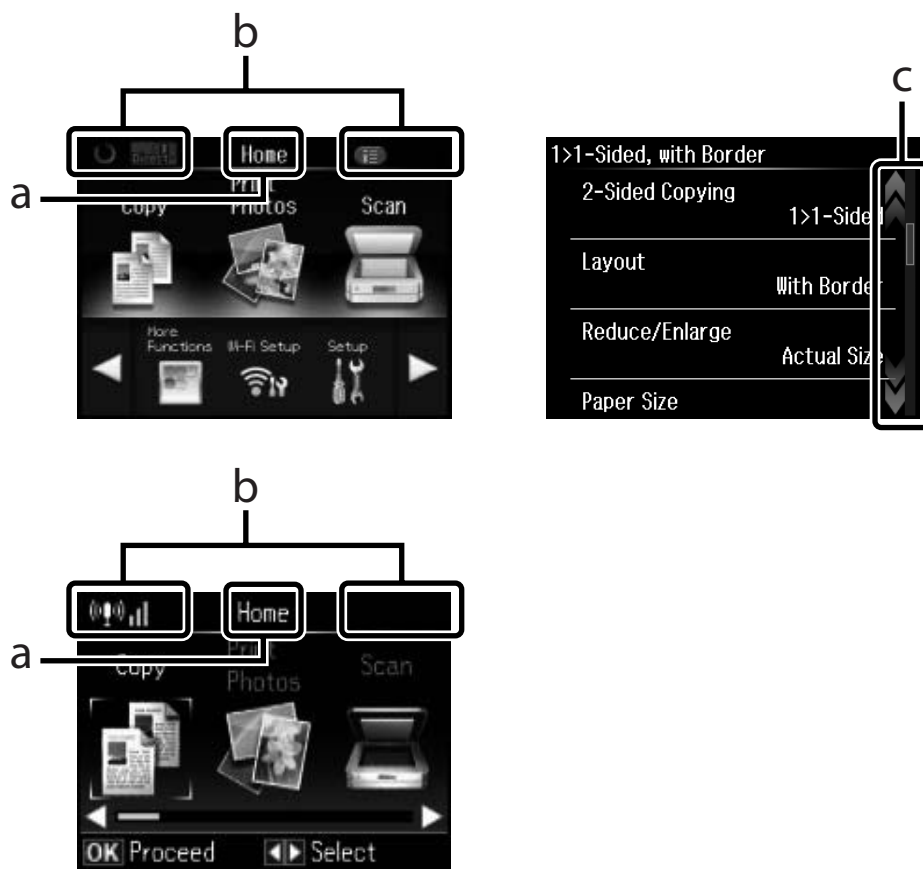



Getting to Know Your Product

Button and LCD

	Buttons	Function
a		Turns the product on or off.
b		Displays the Home menu.
c	-	LCD screen displays menus. ➔ "Using the LCD screen" on page 21
d		Press  ,  ,  ,  to select menus. Press OK to confirm the setting you have selected and go to next screen.
e		Sets the number of copies and prints.
f		Stops the current operation or initializes the current settings.
g		Press to display the CD/DVD label menu. The product prepares CD/DVD label printing.
h		Cancels/returns to the previous menu.
i		Starts copying/printing/scanning/faxing.
j		Scrolls the screen.

Using the LCD screen

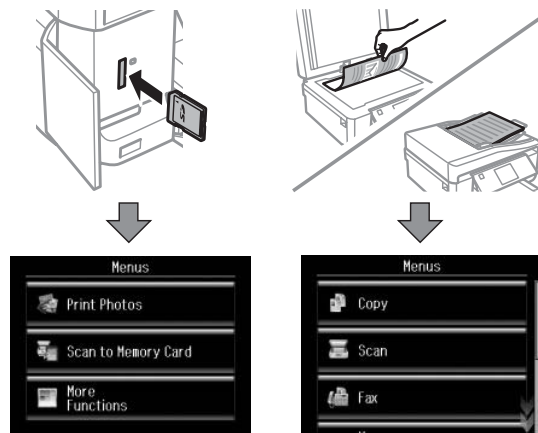


a	Displays the screen name.
b	<p>Displays the status of the product. See the Help Mode for more information on the icons displayed on the LCD screen. Help > Icon List</p> <p>For XP-710 Series/XP-810 Series: You can display related menus or information by tapping the icons. (except  (Auto Answer icon).)</p>
c	<p>For XP-710 Series/XP-810 Series: You can scroll the screen by swiping the LCD screen while an arrow is displayed on the right-hand side of the screen. Try swiping a bit harder if the touchscreen is slow to respond.</p>


Getting to Know Your Product

About Auto Selection Mode


Auto Selection Mode displays menus according to your actions.



Note:

- Auto Selection Mode is not available for the XP-610 Series.
- When you insert a memory card, open the document cover, or load a document in the ADF, the LCD screen may not display the desired menu. In this case, press  to display the Home menu.
- To disable this function, turn off each item in the Auto Selection Mode menu. **Setup > Guide Functions > Auto Selection Mode.**

Lights

Lights	Function
	<p>On when the product is on. Flashes when the product is receiving data, printing/copying/scanning/faxing, replacing an ink cartridge, charging ink, or cleaning the print head.</p> <p>For XP-710 Series/XP-810 Series: Flashes slowly when the product is in sleep mode.</p>

Paper and Media Handling

Introduction to Using, Loading, and Storing Media

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

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

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

Note:

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



Storing paper

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

Selecting Paper

The table below lists supported papers. Loading capacity and borderless print availability varies by paper as shown.

Paper and Media Handling

Media Type	Size	Loading capacity (sheets)			Borderless printing*7
		cassette 2 (lower cassette)	cassette 1 (upper cassette)	rear paper feed slot*5*6	
Plain paper*1	Letter*2	up to 11 mm	-	1	-
	A4*2	up to 11 mm	-	1	-
	B5*2	up to 11 mm	-	1	-
	A5*2	up to 11 mm	-	1	-
	A6*3	up to 2 mm	up to 2 mm	1	-
	Legal*4	1*8	-	1	-
	User defined size	1	-	1	-
Envelope	#10	10	-	1	-
	DL	10	-	1	-
	C6	10	-	1	-
Epson Bright White Ink Jet Paper	A4*2	80	-	1	-
Epson Photo Quality Ink Jet Paper	A4	80	-	1	-
Epson Matte Paper-Heavyweight	A4	20	-	1	✓
Epson Double-Sided Matte Paper	A4*4	1	-	1	✓
Epson Photo Paper	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
	13 × 18 cm (5 × 7 in.)	20	20	1	✓
Epson Premium Glossy Photo Paper	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
	13 × 18 cm (5 × 7 in.)	20	20	1	✓
	16:9 wide size (102 × 181mm)	20	20	1	✓
Epson Premium Semigloss Photo Paper	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
Epson Photo Paper Glossy	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
	13 × 18 cm (5 × 7 in.)	20	20	1	✓

Paper and Media Handling

Media Type	Size	Loading capacity (sheets)			Borderless printing*7
		cassette 2 (lower cassette)	cassette 1 (upper cassette)	rear paper feed slot*5*6	
Epson Ultra Glossy Photo Paper	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
	13 × 18 cm (5 × 7 in.)	20	20	1	✓
Epson Glossy Photo Paper	A4	20	-	1	✓
	10 × 15 cm (4 × 6 in.)	20	20	1	✓
	13 × 18 cm (5 × 7 in.)	20	20	1	✓
Epson Iron-On Cool Peel Transfer Paper	A4	1	-	1	-
Epson Photo Stickers	A6	1	1	1	-

*1 Paper with a weight of 64 g/m² (17 lb) to 90 g/m² (24 lb).

*2 The loading capacity for manual 2-sided printing is 30 sheets.

*3 The loading capacity for manual 2-sided printing is 20 sheets.

*4 The loading capacity for manual 2-sided printing is 1 sheet.

*5 The rear paper feed slot is not available for XP-610 Series.

*6 Even though you can print on paper with a thickness of 0.05 to 0.6 mm, some hard paper may not be fed correctly even if the thickness is within this range.

*7 Borderless printing is not available for 2-sided printing.

*8 This is only available for the XP-610 Series.

Note:

The availability of paper varies by location.

Paper type settings on the LCD screen

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

For this paper	LCD paper type
Plain paper*	Plain Paper
Epson Bright White Ink Jet Paper*	Plain Paper
Epson Ultra Glossy Photo Paper	Ultra Glossy
Epson Premium Glossy Photo Paper	Prem. Glossy
Epson Premium Semigloss Photo Paper	Prem. Glossy
Epson Photo Paper Glossy	Glossy

Paper and Media Handling

Epson Glossy Photo Paper	Glossy
Epson Photo Paper	Photo Paper
Epson Photo Quality Ink Jet Paper	Matte
Epson Matte Paper–Heavyweight	Matte
Epson Double-Sided Matte Paper	Matte
Epson Photo Stickers	PhotoSticker16

* You can perform 2-sided printing with this paper.

Paper type settings from the printer driver

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

For this paper	Printer driver paper type
Plain paper*	plain papers
Epson Bright White Ink Jet Paper*	plain papers
Epson Iron-On Cool Peel Transfer Paper	plain papers
Epson Ultra Glossy Photo Paper*	Epson Ultra Glossy
Epson Premium Glossy Photo Paper*	Epson Premium Glossy
Epson Premium Semigloss Photo Paper*	Epson Premium Semigloss
Epson Photo Paper Glossy*	Photo Paper Glossy
Epson Glossy Photo Paper*	Epson Glossy
Epson Photo Paper*	Epson Photo
Epson Photo Quality Ink Jet Paper*	Epson Photo Quality Ink Jet
Epson Matte Paper – Heavyweight*	Epson Matte
Epson Double-Sided Matte Paper*	Epson Matte
Epson Photo Stickers*	Epson Photo Stickers
Envelopes	Envelope

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

Note:

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

➔ *“Technical Support Web Site” on page 209*

Loading Paper

Into the paper cassette

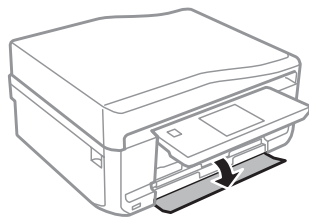
Note:

The available paper type, size and loading capacity differs between cassette 1 and 2. See the following section for more information on paper availability.

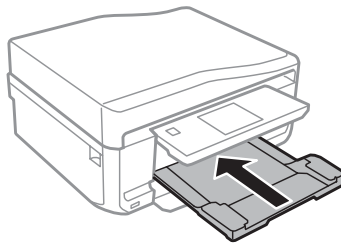
➔ [“Selecting Paper” on page 23](#)

Into the paper cassette 1

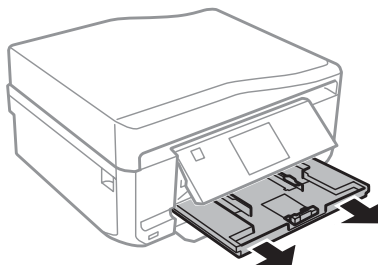
1 Open the front cover.

**Note:**

If the output tray has been ejected, close it before pulling out the paper cassette.



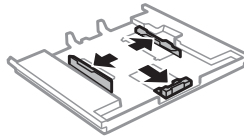
2 Pull out the paper cassette.

**Note:**

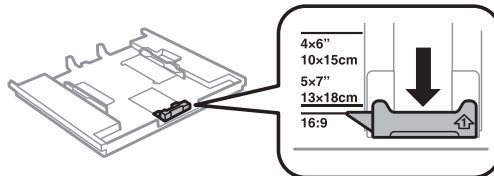
If the cassette is too far inside the product, turn the product off and then back on again.

Paper and Media Handling

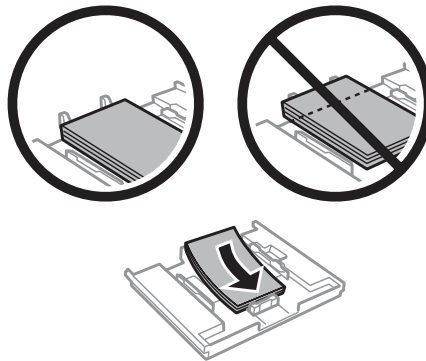
3 Slide the edge guides to the sides of the paper cassette.



4 Slide the edge guide to adjust to the paper size you will use.

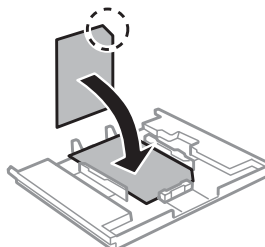


5 Load paper toward the edge guide with printable side face-down, and check that the paper is not sticking out from the end of the cassette.



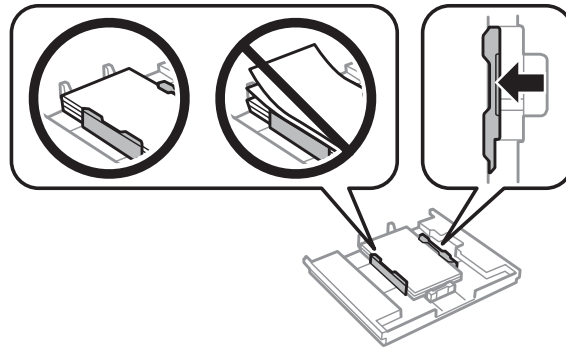
Note:

- Fan and align the edges of the paper before loading.
- For Epson special media, make sure the number of sheets is less than the limit specified for the media.
➔ [“Selecting Paper” on page 23](#)
- When you select **Cassette 1->2** as the **Paper Source**, load the same size and type of paper in both cassettes.
- When loading a Photo Stickers sheet, place it face down. Do not use the loading support sheet that came with the Photo Stickers.

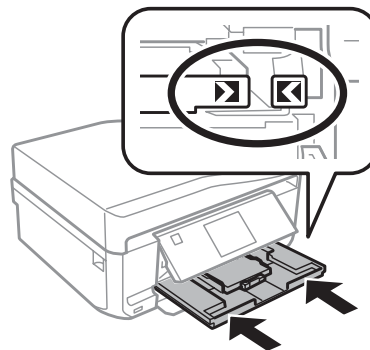


Paper and Media Handling

- 6** Slide the edge guides to the edges of the paper.



- 7** Keep the cassette flat and insert it back into the product carefully and slowly.

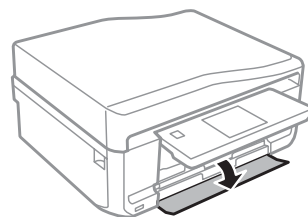


Note:

- Leave enough space in front of the product for the paper to be fully ejected.
- Do not remove or insert the paper cassette while the product is operating.

Into the paper cassette 2

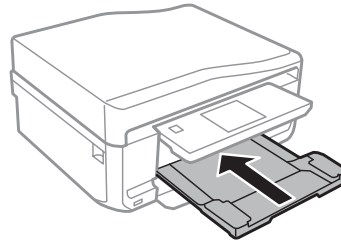
- 1** Open the front cover.



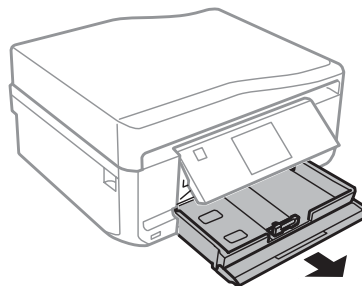
Paper and Media Handling

Note:

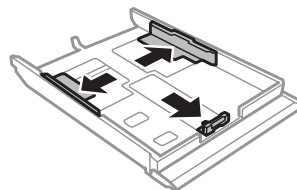
If the output tray has been ejected, close it before pulling out the paper cassette.



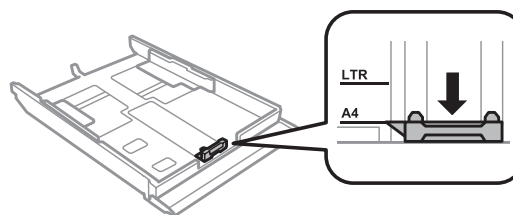
2 Pull out the paper cassette.



3 Slide the edge guides to the sides of the paper cassette.



4 Slide the edge guide to adjust to the paper size you will use.



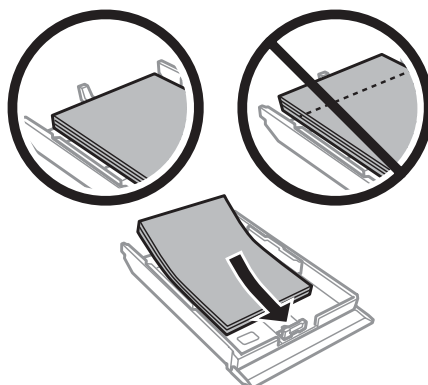
Note:


If you are loading envelopes, skip this step.

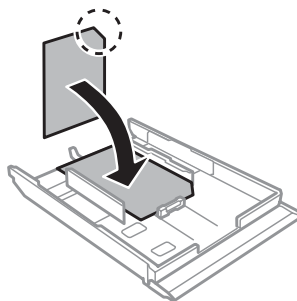
Paper and Media Handling

5

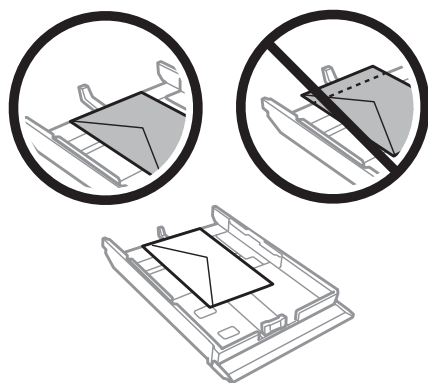
Load paper toward the edge guide with printable side face-down, and check that the paper is not sticking out from the end of the cassette.

**Note:**

- Fan and align the edges of the paper before loading.
- For plain paper, do not load paper above the line just under the  arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.
 - ➔ [“Selecting Paper” on page 23](#)
- When you select **Cassette 1->2** as the **Paper Source**, load the same size and type of paper in both cassettes.
- When loading a Photo Stickers sheet, place it face down. Do not use the loading support sheet that came with the Photo Stickers.



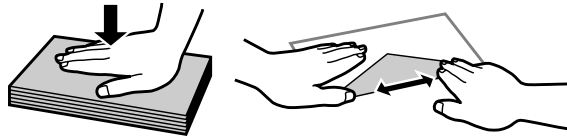
Use cassette 2 when loading envelopes. Load envelopes short edge first with the flap facing up and to the left. Next, check that the envelopes are not sticking out from the end of the cassette.



Paper and Media Handling

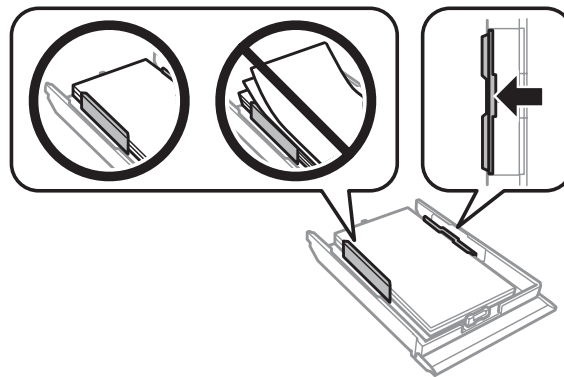
Note:

- ❑ *The thickness of envelopes and their ability to fold vary widely. If the total thickness of the stack of envelopes exceeds 11 mm, press down on the envelopes to flatten them before loading. If print quality declines when a stack of envelopes is loaded, load one envelope at a time.*
 - ➔ *“Selecting Paper” on page 23*
- ❑ *Do not use envelopes that are curled or folded.*
- ❑ *Flatten the envelope and the flaps before loading.*

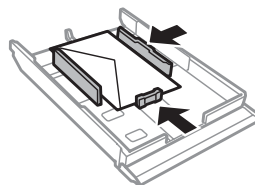


- ❑ *Flatten the leading edge of the envelope before loading.*
- ❑ *Avoid using envelopes that are too thin, as they may curl during printing.*
- ❑ *Align the edges of the envelopes before loading.*

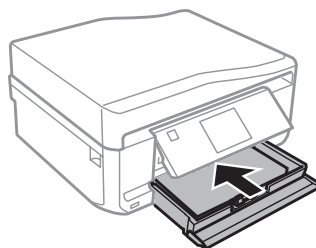
6 Slide the edge guides to the edges of the paper.



Slide the edge guides to the edges of the envelopes.



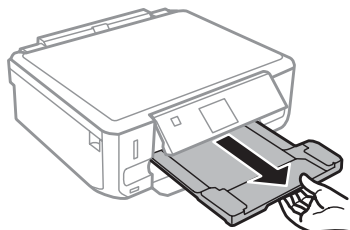
7 Keep the cassette flat and insert it back into the product carefully and slowly.



Paper and Media Handling

Note:

- ❑ Leave enough space in front of the product for the paper to be fully ejected.
- ❑ Do not remove or insert the paper cassette while the product is operating.
- ❑ For the XP-610 Series only, you need to pull out the output tray manually. Also make sure the control panel is raised.

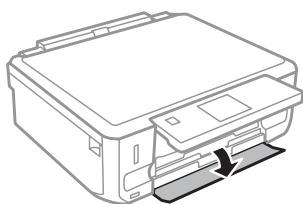


Loading a legal paper or longer than A4 size paper

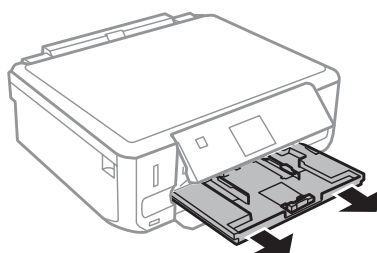
Note:

- ❑ For XP-710 Series/XP-810 Series: If you want to load a Legal-size or longer than A4 size paper, use the rear paper feed slot.
 - ➔ [“Into the rear paper feed slot” on page 34](#)
- ❑ For XP-610 Series: If you want to load a Legal-size or longer than A4 size paper, follow the steps below.

- 1** Open the front cover.



- 2** Remove the paper cassette 1.

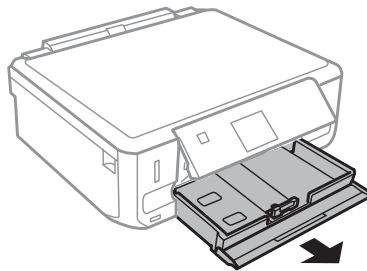


Note:

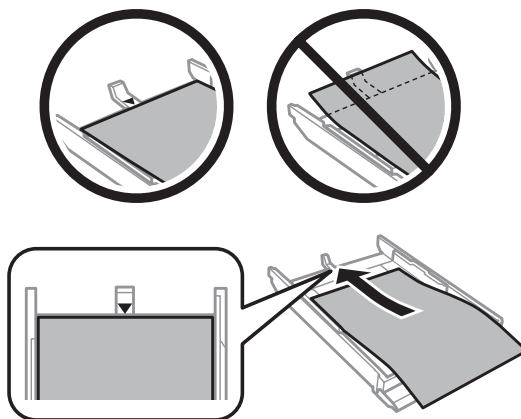
Do not insert the paper cassette 1 while printing.

Paper and Media Handling

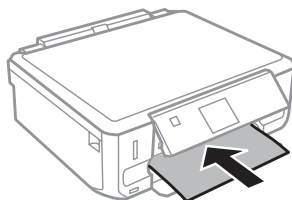
- 3** Remove the paper cassette 2.



- 4** Load paper toward the ▼ arrow mark in the end of the paper cassette 2 with printable face-down.
Load one sheet at a time and leave the end of the paper protruding from the paper cassette.



- 5** Keep the cassette flat and insert it back into the product carefully and slowly.



Into the rear paper feed slot

Note:

- The rear paper feed slot is not available for the XP-610 Series.
- Even though you can print on paper with a thickness of 0.05 to 0.6 mm, some hard paper may not be fed correctly even if the thickness is within this range.

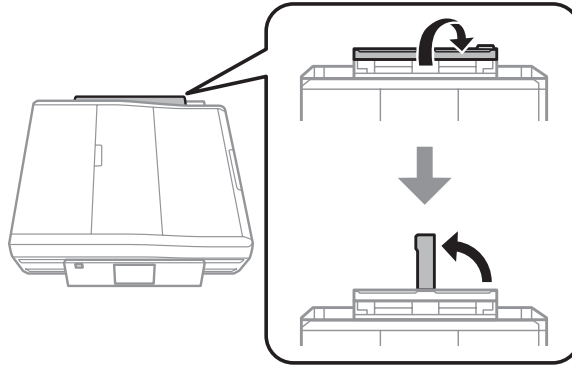
- 1** Send your print job to the product (from your computer, or by using the control panel).

Note:

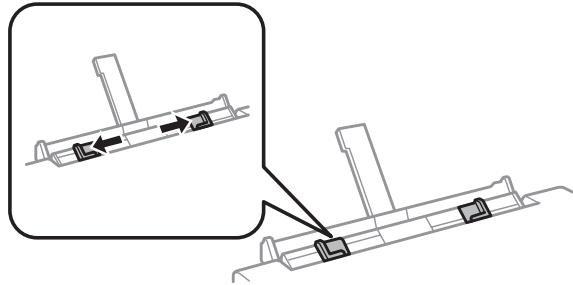
Before sending your print job, you cannot load paper into the rear paper feed slot.

Paper and Media Handling

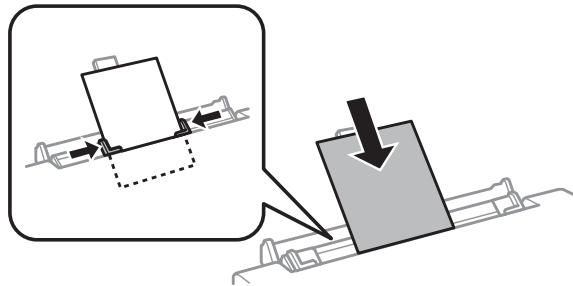
- 2 Open the rear paper feed slot cover and then pull out the paper support.



- 3 Slide the edge guide.

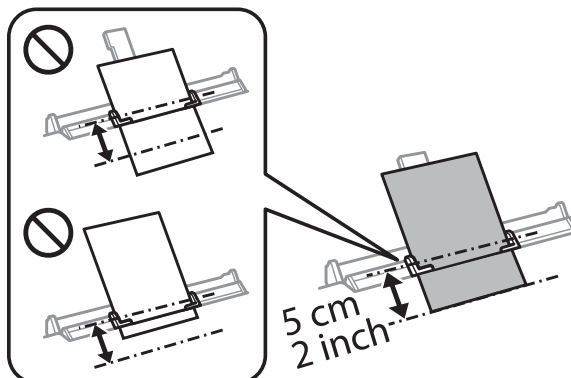


- 4 Load a single sheet of paper with the printable side face-up at the center of the rear paper feed slot, and then set the edge guide. The printable side is often whiter or brighter than the other side.



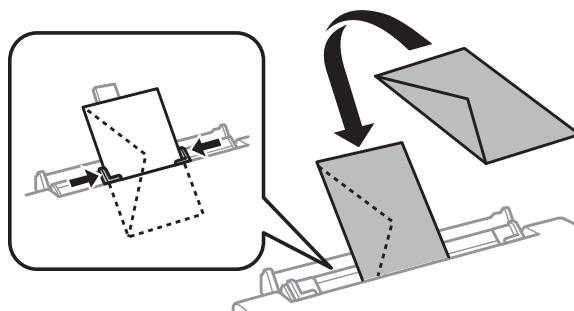
Note:

Insert the paper so that the leading edge is approximately 5 cm from the groove in the edge guides.



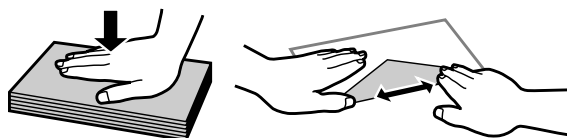
Paper and Media Handling

Load the envelope short edge first with the flap facing down and at the center of the rear paper feed slot, and then set the edge guide.




Note:

- Do not use an envelope that is curled or folded.
- Flatten the envelope and the flaps before loading.



- Flatten the leading edge of the envelope before loading.
- Avoid using an envelope that is too thin, as it may curl during printing.

5

Press .

Note:

The paper or envelope ejects automatically after a certain period of time.

Loading a CD/DVD




Important:

- Do not insert the CD/DVD tray while the product is operating. Otherwise, your product may be damaged or the surface of the CD/DVD may become dirty or scratched.
- When ejecting/inserting the CD/DVD tray, make sure nothing is placed on the output tray.

Note:

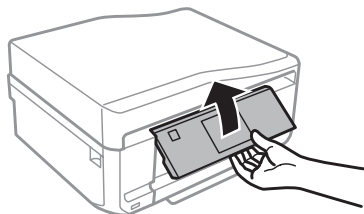
You can also print on a Blu-ray Disc™.

1

Press  on the control panel, and then select **Load CD/DVD**.

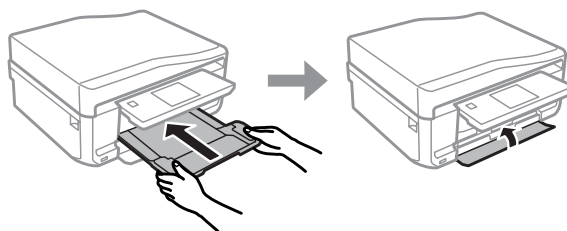
Paper and Media Handling

- 2** Raise the panel as far as it will go.

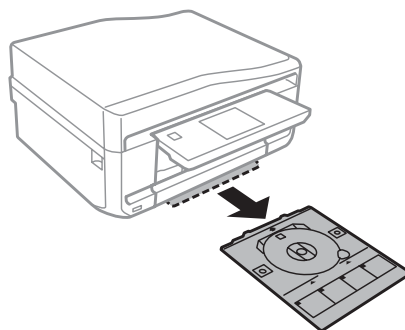


Note:

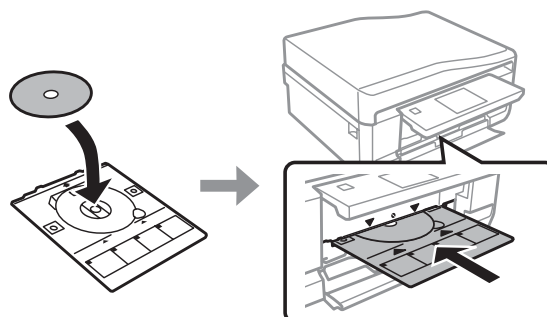
If the output tray has been ejected, close the tray and the front cover.



- 3** Remove the CD/DVD tray from the product.



- 4** Place a CD/DVD on the CD/DVD tray with the printable side face-up, and then insert the tray into the product. Make sure that the ▲ marks on the tray and the ▼ marks on the product match, so that the line on the tray aligns with the product.



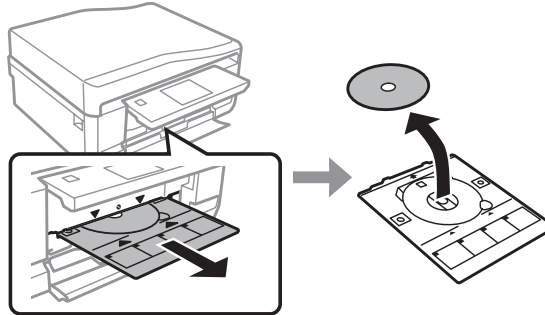
- 5** Press **OK** on the LCD screen or control panel.

Note:

The CD/DVD tray ejects automatically after a certain period of time.

Removing a CD/DVD

- 1 Remove the CD/DVD tray from the product, and then remove your CD/DVD from the tray.



Caution:
Be careful not to scratch the surface of the CD/DVD when removing it.

- 2 For the XP-710 Series/XP-810 Series, press **OK** on the LCD screen.
For the XP-610 Series, you can skip this step.
- 3 Lower the control panel.
- 4 Insert the CD/DVD tray back into the slot on the bottom of the product.

Inserting a Memory Card

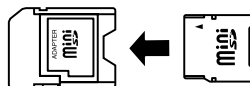
You can print photos in a memory card or save a scanned data in a memory card. The following memory cards are supported.

SD, miniSD, microSD, SDHC, miniSDHC, microSDHC, SDXC, microSDXC, Memory Stick Duo, Memory Stick PRO Duo, Memory Stick PRO-HG Duo, Memory Stick Micro, MagicGate Memory Stick Duo

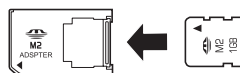
! Important

The following memory cards require an adapter. Attach it before inserting the card into the slot, otherwise the card may get stuck.

- miniSD, microSD, miniSDHC, microSDHC, microSDXC

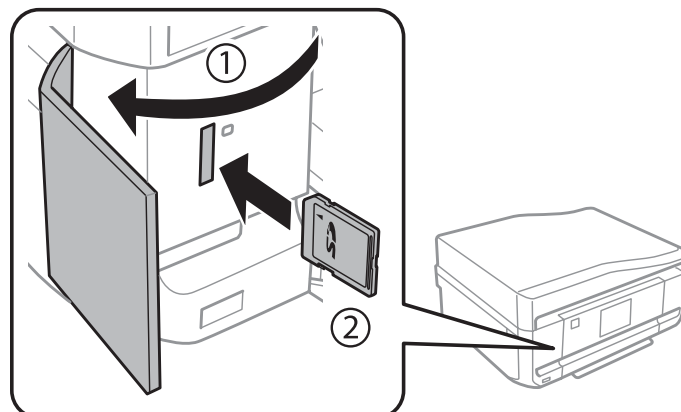


- Memory Stick Micro



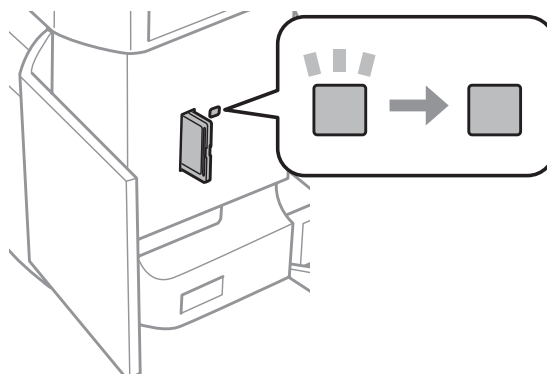
Paper and Media Handling

- 1 Open the cover, and insert a memory card.



Note:
The memory card cover is not available for the XP-610 Series.

- 2 Check the light stays on.



■ = on, ■ = flashing

! Important

- ❑ Do not try to force the card all the way into the slot. It should not be fully inserted.
- ❑ Do not remove the memory card while the light is flashing. The data in the memory card may be lost.

Placing Originals

Automatic Document Feeder (ADF)

Note:
This function is only available for XP-810 Series.

Paper and Media Handling

You can load your original documents in the Automatic Document Feeder (ADF) to copy, scan, or fax multiple pages quickly. The ADF can scan both sides of your documents. To do so, select the option in the copy setting menu.

You can use the following originals in the ADF.

Size	A4/Letter/Legal
Type	Plain paper
Weight	64 g/m ² to 95 g/m ²
Capacity	30 sheets or 3 mm or less (A4, Letter)/10 sheets (Legal)

When you scan a 2-sided document using the ADF, legal size paper is not available.



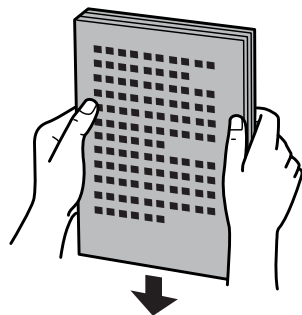
Important:

To prevent paper jams, avoid the following documents. For these types, use the scanner glass.

- Documents held together with paper clips, staples, etc.
- Documents that have tape or paper stuck to them.
- Photos, OHPs, or thermal transfer paper.
- Paper that is torn, wrinkled, or has holes.

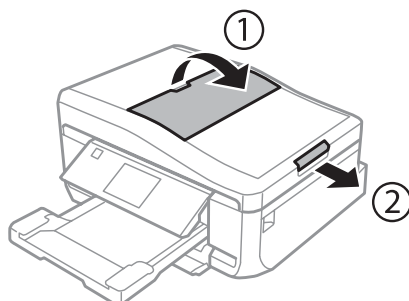
1

Tap the originals on a flat surface to even the edges.



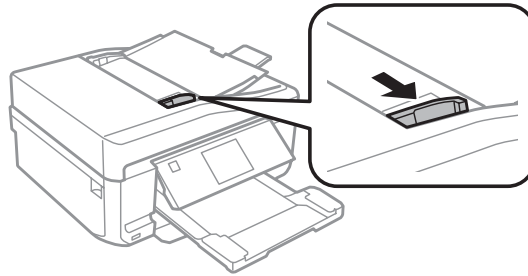
2

Open the ADF input tray, and then slide out the output tray extension.



Paper and Media Handling

- 3** Slide the edge guide on the Automatic Document Feeder.



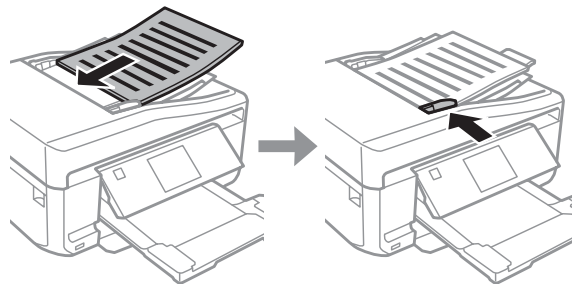
Note for the Automatic Document Feeder (ADF):

Do not load paper above the line just under the ▼ arrow mark on the ADF.

- 4** Insert the originals face-up and short edge first into the Automatic Document Feeder, and then slide the edge guide until it is flush with the originals.

Note:

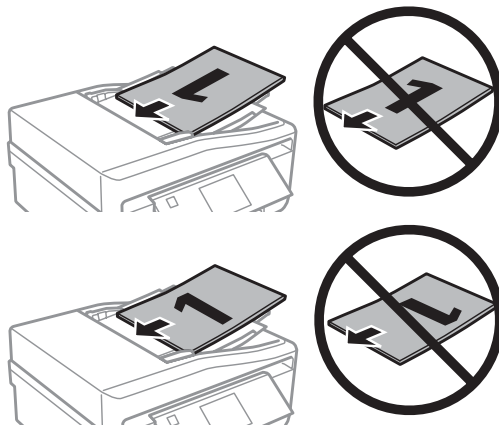
The ADF icon is displayed when originals are placed in the automatic document feeder.



Paper and Media Handling

Note:

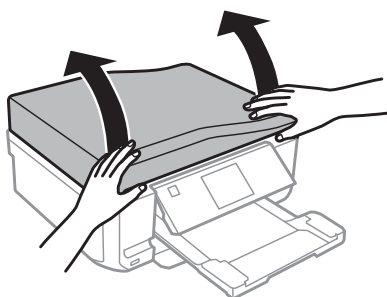
- ❑ For **A4, 2-up Copy** layout, place the original as shown. Make sure the orientation of the original matches the Document Orientation settings.



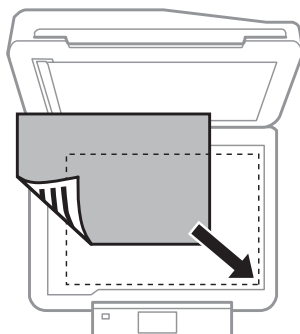
- ❑ When you use the copy function with the Automatic Document Feeder (ADF), the print settings are fixed at Reduce/Enlarge - **Actual Size**, Paper Type - **Plain Paper**, and Paper Size - **A4**. The print is cropped if you copy an original larger than A4.

Scanner glass

- 1 Open the document cover.



- 2 Place your original face-down on the scanner glass, and slide it to the front-right corner.



Paper and Media Handling

Note:

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

- ➔ “The edges of your original are not scanned” on page 193
- ➔ “Multiple documents are scanned into a single file” on page 193

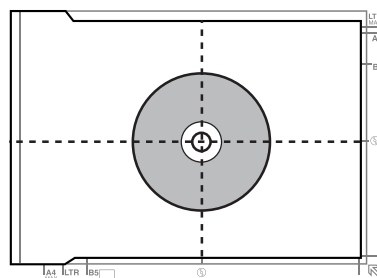
3 Close the cover gently.

Note:

When there is a document in the Automatic Document Feeder (ADF) and on the scanner glass, priority is given to the document in the Automatic Document Feeder (ADF).

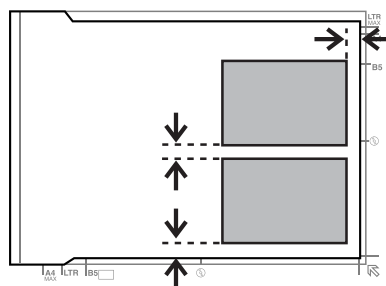
Placing a CD

Place the CD in the center.



Placing photos

Place photos 5 mm apart.



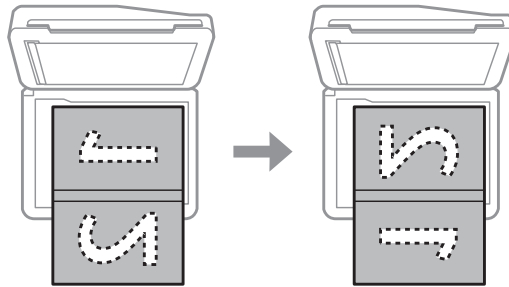
Note:

You can copy one photo or multiple photos of different sizes at the same time, as long as they are larger than 30 x 40 mm.

Paper and Media Handling

Placing a book

Place the first page, and then place the second page.



You can print two pages of a book on a single side of one sheet of paper. Select **A4, Book/2-up** or **Book/2-Sided** as the layout and place the book.

Note:

Close the document cover to avoid direct light, such as fluorescent lights, when scanning. Otherwise, the light may affect the scanning result.

Copying

Copying Documents

Basic copying

Follow the steps below to copy documents.

- 1 Load paper in the cassette 2.
➔ [“Into the paper cassette” on page 27](#)
- 2 Place original.
➔ [“Placing Originals” on page 39](#)
- 3 Enter **Copy** mode from the Home menu.
- 4 Press + or - to set the number of copies.
- 5 Set the color.
- 6 Press ▼ to make the copy settings.
- 7 Select the appropriate copy settings such as paper size, paper type, and quality.

Note:

- For XP-610 Series, you can make copy settings in **Paper and Copy Settings**.
- You can preview the copy results before you start copying.
- You can make various layout copies such as 2-sided copy, 2-up copy, and so on. Change the 2-sided or layout settings as necessary.

- 8 Press ◇ to start copying.

2-Sided copying

With duplex copying, you can create double-sided or single-sided copies from double-sided or single-sided originals. Follow the instructions below to perform duplex copying.

- 1 Load paper in the cassette 2.
➔ [“Into the paper cassette” on page 27](#)
- 2 Place original.
➔ [“Placing Originals” on page 39](#)

Copying

3 Enter **Copy** mode from the Home menu.

4 Press + or - to set the number of copies.

5 Set the color.

6 Press ▼ to make the copy settings.

Note:
For XP-610 Series, you can make copy settings in **Paper and Copy Settings**.

7 Select **2-Sided Copying**.

8 Select the type of 2-sided copying.

Setting	Description
1>1-Sided	Normal copying.
1>2-Sided	Two single-sided originals are printed onto each side of a single sheet of paper.
2>1-Sided*	Each side of a double-sided original is printed onto one side of a single sheet of paper.
2>2-Sided*	Each side of a double-sided original is printed onto each side of a single sheet of paper.

* This function is only available for XP-810 Series.

9 Make the appropriate settings for **Document Orientation**, **Binding Direction**, or **Binding Margin**.

Setting	Description
Document Orientation	Specifies the orientation of your originals.
Binding Direction*	Specifies the binding direction of your originals.
Binding Margin	Specifies the binding direction of your prints.

* This function is only available for XP-810 Series.

Note:
Depending on the settings for 2-Sided Copying and Layout, these menus may not be available.

10 Press ◇ to start copying.

Layout copying

With the layout function, you can copy two single-sided originals onto a single page.

Copying

- 1 Load paper in the cassette 2.
➔ [“Into the paper cassette” on page 27](#)
- 2 Place original.
➔ [“Placing Originals” on page 39](#)
- 3 Enter **Copy** mode from the Home menu.
- 4 Press ▼ to make the copy settings.

Note:
*For XP-610 Series, you can make copy settings in **Paper and Copy Settings**.*

- 5 Select **Layout**.
- 6 Select **A4, 2-up Copy**.
- 7 Press ◇ to start copying.

Copy Mode Menu List

Refer to the section below for the Copy mode menu list.

➔ [“Copy Mode” on page 113](#)

Printing

Basic Operation from the Control Panel

Printing photos (XP-710 Series/XP-810 Series)

- 1 Load photo paper in the paper cassette.
➔ [“Into the paper cassette” on page 27](#)
- 2 Insert a memory card.
➔ [“Inserting a Memory Card” on page 38](#)

Note:
You can also print photos from an external USB device.

- 3 Enter **Print Photos** mode from the Home menu.
- 4 Select a photo and press + or - to set the number of copies.

Note:

- You can crop and enlarge your photo. Press **Edit** and **Crop/Zoom**, and then make the settings.
- To select more photos, press **⌵** and repeat step 4.
- If you want to correct your images, press **Edit** and **Photo Adjustments**, and then make the settings. Scroll down if necessary.
- If the screen display (for example, "-", "+", or menus) disappears, touch the LCD screen.
- If you have more than 999 images on your memory card, images are automatically divided into groups and the group selection screen is displayed. Select the group that contains the image you want to print. Images are sorted by the date they were taken.
- To select another group, select **Print Photos** on the **Home** menu. Next, select **Options, Select Location**, and then **Select Folder or Select Group**.

- 5 Press **Settings**, and then make the print settings. Scroll down if necessary.
- 6 Press **⏏** to start printing.

Note
See the following sections for more information on other printing functions available from the control panel.

- ➔ [“Print Photos Mode” on page 114](#)
- ➔ [“More Functions” on page 109](#)

Printing photos (XP-610 Series)

1 Load photo paper in the paper cassette.
➔ [“Into the paper cassette” on page 27](#)

2 Insert a memory card.
➔ [“Inserting a Memory Card” on page 38](#)

Note:
You can also print photos from an external USB device.

3 Enter **Print Photos** mode from the Home menu.

4 Select a photo and press + or - to set the number of copies.

Note:

- You can make print settings and crop/enlarge your photo. Press ▼ and select **Print Settings** or **Crop/Zoom**, and then make the settings.
- To select more photos, repeat step 4.
- If you want to correct your images, press ▼ and select **Photo Adjustments**, and then make the settings.
- If you have more than 999 images on your memory card, images are automatically divided into groups and the group selection screen is displayed. Select the group that contains the image you want to print. Images are sorted by the date they were taken.
- To select another group, remove and reinsert the memory card, and then select the group.

5 Press ◊ to start printing.

Note
See the following sections for more information on other printing functions available from the control panel.
➔ [“Print Photos Mode” on page 114](#)
➔ [“More Functions” on page 109](#)

Printing photos from a digital camera

Printing using a USB connection

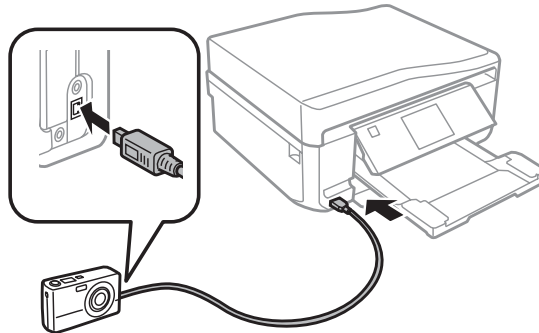
1 Load photo paper in the paper cassette.
➔ [“Into the paper cassette” on page 27](#)

2 Remove a memory card.

3 Enter **Setup** mode from the Home menu.

Printing

- 4** Enter **External Device Setup**. Scroll down if necessary.
- 5** Select **Print Settings**.
- 6** Make the appropriate print settings. Scroll down if necessary.
- 7** Connect the camera to the product with a USB cable, and then turn on the camera.



- 8** See your camera's guide to print.

Compatibility	PictBridge
File Format	JPEG
Image Size	80 × 80 pixels to 10200 × 10200 pixels

Note:

- Depending on the settings on this printer and the digital camera, some combinations of paper type, size, and layout may not be supported.
- Some of the settings on your digital camera may not be reflected in the output.

Printing using a wireless connection

You can print photos directly from a digital camera using a wireless connection.

Make sure your digital camera can connect to a network and is PictBridge capable (DPS over IP).

For more details, see the documentation provided with your camera.

- 1** You can check the network connection status of your products.
 - ➔ [“Setup Mode” on page 124](#)
- 2** Load photo paper in the paper cassette.
 - ➔ [“Into the paper cassette” on page 27](#)
- 3** Enter **Setup** mode from the Home menu.

Printing

- 4 Enter **External Device Setup**. Scroll down if necessary.
- 5 Select **Print Settings**.
- 6 Make the appropriate print settings. Scroll down if necessary.
- 7 Configure the camera's network connection. The procedure depends on your camera. For more details, see the documentation provided with your camera.

Note:

- You can check the **Printer Name** that is connected to the network.
➔ ["Setup Mode" on page 124](#)
- Connect the camera to the same network as the product.

- 8 Print the photo from the camera.

Note:

You cannot print photos or documents from other devices while the camera is connected to the product.

- 9 Disconnect the camera from the network.

Print photos mode menu list

Refer to the section below for the Print Photos mode menu list.

➔ ["Print Photos Mode" on page 114](#)

Basic Operation from Your Computer

Printer driver and status monitor

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

Printing

Note for Windows users:

- ❑ Your printer driver automatically finds and installs the latest version of the printer driver from Epson's Web site. Click the **Software Update** button in your printer driver's **Maintenance** window, and then follow the on-screen instructions. If the button does not appear in the **Maintenance** window, point at **All Programs** or **Programs** in the Windows Start menu, and check in the **EPSON** folder.*

* For Windows 8:

If the button does not appear in the **Maintenance** window, right-click on the **Start** screen, or swipe from the bottom or top edge of the **Start** screen, and select **All apps**, then select **Software Update** from **EPSON** category.

- ❑ If you want to change the language of the driver, select the language you want to use from the **Language** setting in your printer driver's **Maintenance** window. Depending on the location, this function may not be available.

Accessing the printer driver for Windows

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

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

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

Refer to the following sections to access the printer driver.

Note:

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

From Windows applications

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

From the desktop

- ❑ **Windows 8:**
Select **Desktop**, **Settings** charm, and **Control Panel**. Then select **Devices and Printers** from the **Hardware and Sound** category. Right-click on the product, or press and hold the product, and select **Printing preferences**.
- ❑ **Windows 7:**
Click the start button, select **Devices and Printers**. Then right-click the product and select **Printing preferences**.
- ❑ **Windows Vista:**
Click the start button, select **Control Panel**, and then select **Printer** from the **Hardware and Sound** category. Then select the product and then click **Select printing preferences**.
- ❑ **Windows XP:**
Click **Start**, **Control Panel**, (**Printers and Other Hardware**), then **Printers and Faxes**. Select the product, then click **Printing Preferences** on the File menu.

Printing


From the shortcut icon on the taskbar

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

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

Getting information through online help

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

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

Accessing the printer driver for Mac OS X

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

Dialog Box	How to Access It
Page Setup	Click Page Setup on the File menu of your application. <i>Note:</i> <i>Depending on your application, the Page Setup menu may not appear in the File menu.</i>
Print	Click Print on the File menu of your application.
Epson Printer Utility 4	For Mac OS X 10.8 or 10.7 , click System Preferences on the Apple menu and then click Print & Scan . Select your product from the Printers list box, click Options & Supplies, Utility , and then click Open Printer Utility . For Mac OS X 10.6, click System Preferences on the Apple menu and then click Print & Fax . Select your product from the Printers list box, click Options & Supplies, Utility , and then click Open Printer Utility . For Mac OS X 10.5, click System Preferences on the Apple menu and then click Print & Fax . Select your product from the Printers list box, click Open Print Queue and then click Utility button.

Basic Printing

Note:

- The screen shots in this manual may vary depending on the model.
- Before you print, load paper properly.
➔ [“Loading Paper” on page 27](#)
- Refer to the section below for the printable area.
➔ [“Printable area” on page 199](#)
- After completing the settings, print one test copy and examine the results before printing an entire job.

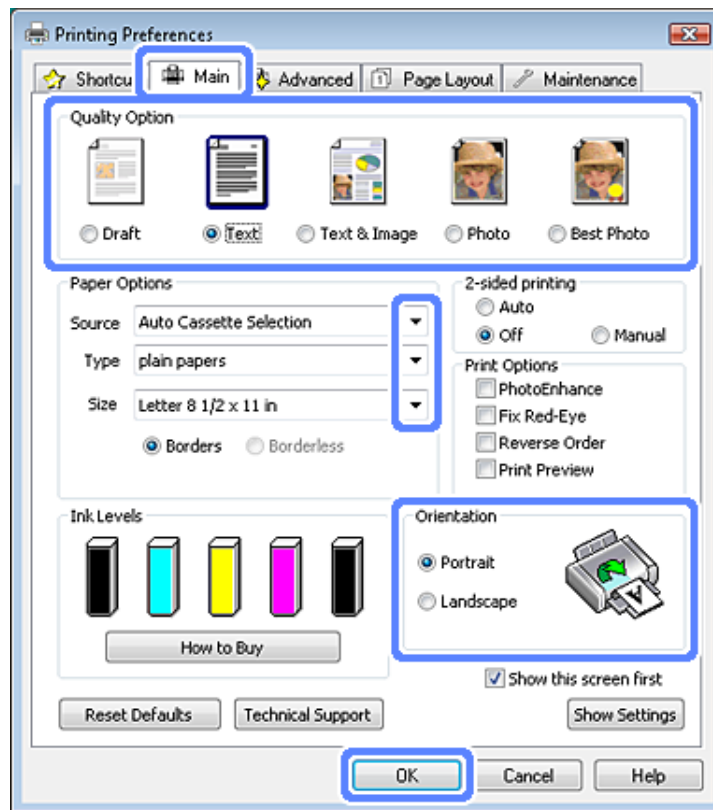
Basic product settings for Windows

1

Open the file you want to print.

Printing

- 2 Access the printer settings.
 ➔ “Accessing the printer driver for Windows” on page 52



- 3 Click the **Main** tab.
- 4 Select the appropriate Source setting.
 ➔ “Selecting Paper” on page 23
- 5 Select the appropriate Type setting.
 ➔ “Paper type settings from the printer driver” on page 26

Note:

Print quality is automatically adjusted for the selected paper type setting.

- 6 Select **Borderless** if you want to print borderless photos.
 ➔ “Selecting Paper” on page 23

If you want to control the amount of the image that extends beyond the edges of the paper, click the **Page Layout** tab, select **Auto Expand** as the Enlargement Method, and then adjust the **Expansion** slider.

- 7 Select the appropriate Size setting. You can also define a custom paper size. For details, see the online help.

Printing

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

Note:
Select **Landscape** when printing on envelopes.

- 9 Click **OK** to close the printer settings window.

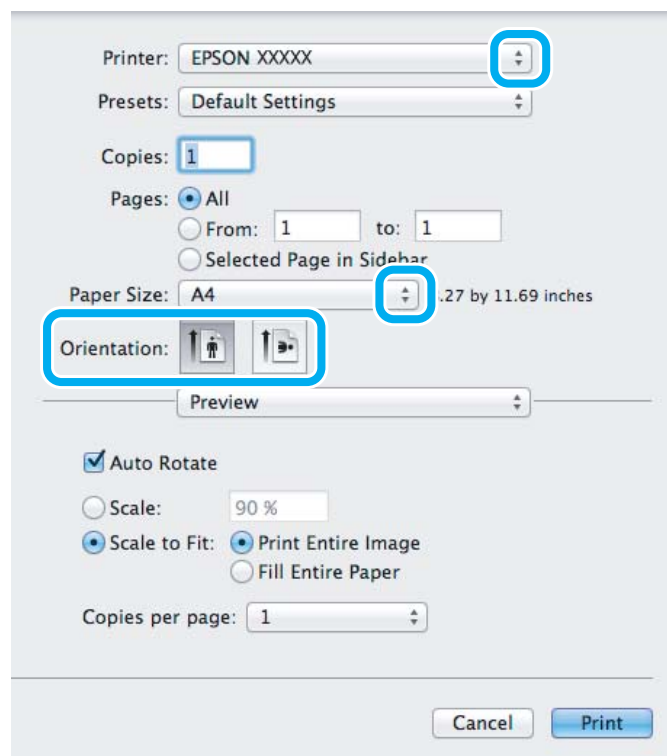
Note:
To make changes to advanced settings, refer to the relevant section.

- 10 Print your file.

Basic product settings for Mac OS X

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

- 1 Open the file you want to print.
- 2 Access the Print dialog box.
➔ [“Accessing the printer driver for Mac OS X”](#) on page 53



Printing

Note:
If the simplified dialog box is displayed, click the **Show Details** button (for Mac OS X 10.8 or 10.7) or the ▼ button (for Mac OS X 10.6 or 10.5) to extend this dialog box.

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

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

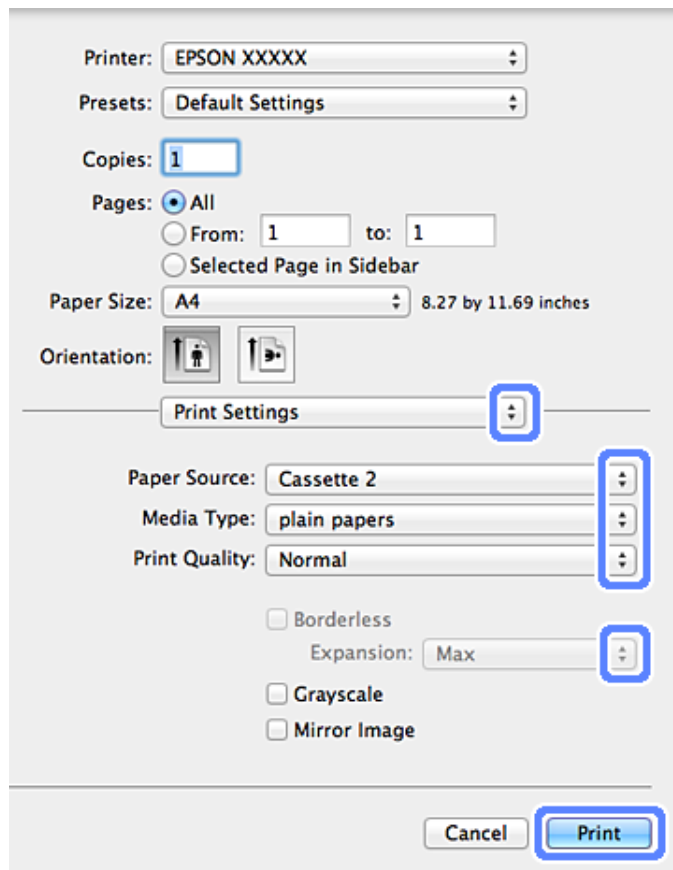
4 Select the appropriate Paper Size setting.

Note:
Select **XXX (Borderless)** as the Paper Size if you want to print borderless photos.
➔ [“Selecting Paper” on page 23](#)

5 Select the appropriate Orientation setting.

Note:
Select landscape orientation when printing envelopes.

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




Printing

- 7 Select the appropriate Paper Source setting.
- 8 Select the appropriate Media Type setting.
➔ [“Paper type settings from the printer driver” on page 26](#)
- 9 Select the appropriate Expansion setting during borderless printing to control the amount of the image that extends beyond the edges of the paper.
- 10 Click **Print** to start printing.

Canceling Printing

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

Using the control panel

Press  to cancel a print job in progress.

For Windows

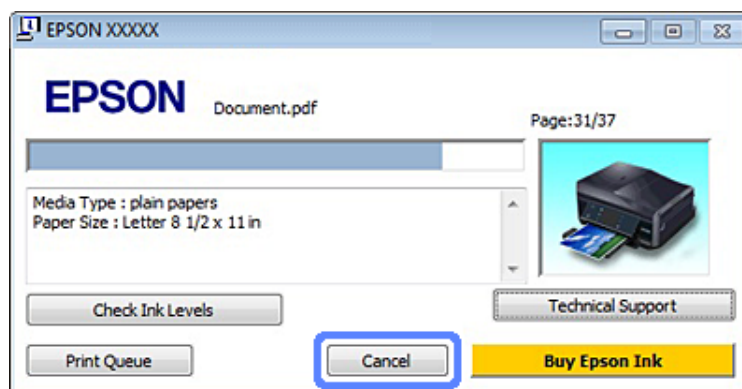
Note:

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

Using the progress meter

When you start printing, the progress meter appears on your computer screen.

Click the **Cancel** button to cancel printing.



Using EPSON Status Monitor 3


- 1 Access the EPSON Status Monitor 3.
➔ [“For Windows” on page 169](#)
- 2 Click the **Print Queue** button. The Windows Spooler appears.
- 3 Right click on the job you want to cancel and then select **Cancel**.

Printing

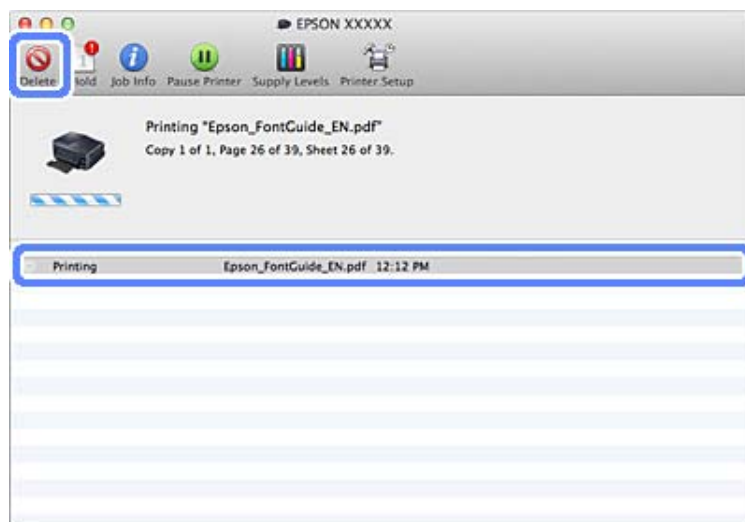
For Mac OS X

Follow the steps below to cancel a print job.


Note:

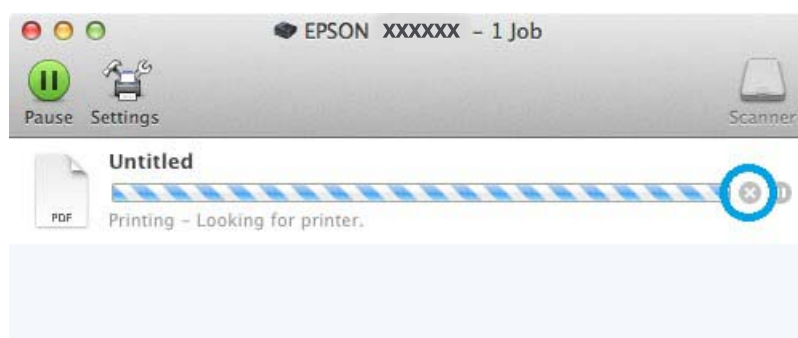
If you have sent a print job from a Mac OS X 10.6 or 10.5 through the network, you may not be able to cancel printing from the computer. Press  on the product's control panel to cancel a print job. To solve this problem, see the online Network Guide.

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



For Mac OS X 10.8:

Click the  button to cancel the print job.



Other Options

Printing photos the easy way



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

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

Starting Epson Easy Photo Print

For Windows

- Double-click the **Epson Easy Photo Print** icon on the desktop.
- For Windows 8:**
Right-click on the **Start** screen, or swipe from the bottom or top edge of the **Start** screen and select **All apps**, then select **Easy Photo Print** from **Epson Software**.

For Windows 7 and Vista:

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

For Windows XP:

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

For Mac OS X

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

Printing on CD/DVD



Epson Print CD lets you create CD/DVD labels with text and images on your computer, then print the labels directly onto 12-cm CDs and DVDs.

Printing

Note:

- ❑ Before you print, load the CD/DVD properly.
➔ [“Loading a CD/DVD” on page 36](#)
- ❑ Try to test print on a spare CD/DVD and check the printed surface after waiting for one full day, especially before printing a large amount of CD/DVDs.
- ❑ You can also print on CD/DVDs from the control panel.
➔ [“More Functions” on page 109](#)

Notice for CD/DVD printing

- ❑ Print only on a circular CD/DVD.
- ❑ See the documentation provided with your CD/DVD for more information on handling the CD/DVD.
- ❑ Do not print on the CD/DVD before writing your data to it. If you do, fingerprints, dirt, or scratches on the surface may cause errors while writing data.
- ❑ Store the CD/DVD tray in the bottom slot of the product. A warped or damaged CD/DVD tray may stop the product from operating normally.
- ❑ If the tray is ejected or not fed correctly when you start a CD/DVD print job, make sure that you inserted the tray properly.
➔ [“Loading a CD/DVD” on page 36](#)
- ❑ If the tray is ejected when you start a CD/DVD print job, the product is not ready. Wait until you see a message on your computer screen asking you to insert the tray. Then reinsert the tray and press **⬠**.
- ❑ After you finish printing on a CD/DVD, remove the CD/DVD tray. For the XP-710 Series and the XP-810 Series, press **OK** on the LCD screen.
- ❑ Use only CD/DVD labelled as suitable for printing, for example “Printable on the label surface” or “Printable with ink jet printers”.
- ❑ Depending on the CD/DVD type, smearing may occur depending on the level of color saturation.
- ❑ Moisture on the printable surface may cause smearing.
- ❑ If the CD/DVD tray or the internal transparent compartment are accidentally printed on, immediately wipe off the ink.
- ❑ Reprinting on the same CD/DVD may not improve the print quality.
- ❑ If you select **CD/DVD Premium Surface** as the Media Type setting in the printer driver and use a high quality CD/DVD, you can create high quality CD/DVD labels.
- ❑ Make sure you let CDs and DVDs dry completely out of direct sunlight before using them or touching the printed surface.
- ❑ If the printed surface is sticky even after it has dried, the color saturation level may be too high. In that case, lower the level of the color saturation in Epson Print CD.
- ❑ If the ink smears, adjust the color saturation using Epson Print CD.

Printing

- ❑ Set the printable area to fit the printable area of the CD/DVD.
- ❑ For details on the printable area, see the following section.
 - ➔ [“Printable area” on page 199](#)
- ❑ Only one CD or DVD can be printed at a time. When the Copies setting is set to 2 or more, remove each CD or DVD from the tray after it has been printed, and then place the next CD or DVD on the tray. Follow the on-screen instructions.

Starting Epson Print CD

For Windows

- ❑ Double-click the **Epson Print CD** icon on the desktop.
- ❑ For **Windows 8**:
Right-click on the **Start** screen, or swipe from the bottom or top edge of the **Start** screen, select **All apps**, and then select **Epson Print CD** from **Epson Software**.

For **Windows 7** and **Vista**:

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

For **Windows XP**:

Click **Start**, point to **All Programs**, point to **Epson Software**, then click **Print CD**.

For Mac OS X

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

Printing on a CD/DVD with a commercially available software package

When you print on a CD/DVD with a commercially available software package that supports CD/DVD printing, you have to make the following settings.

Size	A4
Orientation	Portrait
Source (Windows)	CD/DVD
Type	CD/DVD or CD/DVD Premium Surface
Tray type*1	Epson Tray Type 2*2

*1 Needs to be specified depending on the software.

*2 The name varies depending on the software.

Product presets (for Windows only)

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

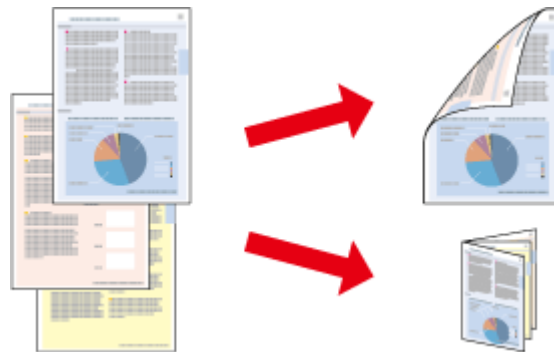
Printing

Product settings for Windows

- 1 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 2 Select a Printing Presets in the Shortcuts tab. Product settings are automatically set to the values displayed in the pop-up window.

2-sided printing

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



For Windows users:

Four types of 2-sided printing are available: automatic standard, automatic folded booklet, manual standard and manual folded booklet.

For Mac OS X users:

Mac OS X supports automatic standard 2-sided printing only.

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

Paper	Size
Plain paper	Legal ^{*1*2} , Letter, A4, B5, A5 ^{*1} , A6 ^{*1}
Epson Bright White Ink Jet Paper	A4
Epson Double-Sided Matte Paper	A4

*1 Manual 2-sided printing only.

*2 This is only available for the XP-610 Series.

Printing

Note:

- ❑ This feature is not available for rear paper feeding.
- ❑ This feature may not be available at some settings.
- ❑ Manual 2-sided printing may not be available when the product is accessed over a network or is used as a shared printer.
- ❑ If the ink runs low during automatic 2-sided printing, the product stops printing and the ink needs to be replaced. When ink replacement is complete, the product starts printing again, but there may be some missing parts in your print. If this happens, print again the page that has missing parts.
- ❑ The loading capacity differs during 2-sided printing.
 - ➔ “Selecting Paper” on page 23
- ❑ Only use papers that are suitable for 2-sided printing. Otherwise, the printout quality may deteriorate.
- ❑ Depending on the paper and the amount of ink used to print text and images, ink may bleed through to the other side of the paper.
- ❑ The surface of the paper may be smeared during 2-sided printing.

Note for Windows:

- ❑ Manual 2-sided printing is available only when EPSON Status Monitor 3 is enabled. To enable the status monitor, access the printer driver and click the **Maintenance** tab followed by the **Extended Settings** button. In the Extended Settings window, check the **Enable EPSON Status Monitor 3** check box.
- ❑ When automatic 2-sided printing is performed, printing may be slow depending on the combination of options selected for **Select Document Type** in the Print Density Adjustment window and for **Paper & Quality Options** in the Advanced window.

Note for Mac OS X:

When automatic 2-sided printing is performed, printing may be slow depending on the combination of options selected for **Document Type** in the Two-sided Printing Settings and for **Print Quality** in the Print Settings.

Product settings for Windows

- 1 Access the printer settings.
 - ➔ “Accessing the printer driver for Windows” on page 52
- 2 Choose the desired 2-sided printing option in the Page Layout tab. To print folded booklets, select **Folded Booklet**.

Note:

When using automatic printing, make sure **Auto** is selected.

- 3 Click **Settings**, and make the appropriate settings.

Printing

- 4** Check the other settings and print.

Note:

- When printing automatically, and if you are printing high-density data such as photos or graphs, we recommend making the settings in the Print Density Adjustment window.
- The actual binding margin may be different from the specified settings depending on your application. Experiment with a few sheets to examine actual results before printing the entire job.
- Manual 2-sided printing allows you to print the even-numbered pages first. When you print odd-numbered pages, a blank sheet of paper is output at the end of the print job.
- When you are printing manually, make sure that the ink is completely dry before reloading the paper.

Product settings for Mac OS X

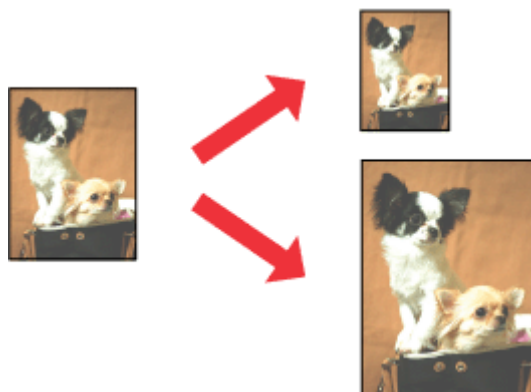
- 1** Access the Print dialog box.
 ➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 2** Make the appropriate settings in the Two-sided Printing Settings pane.
- 3** Check the other settings and print.

Note:

If you are printing high-density data such as photos or graphs, we recommend adjusting Print Density and Increased Ink Drying Time settings manually.

Fit to page printing

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



Note:

This feature may not be available at some settings.

Printing

Product settings for Windows

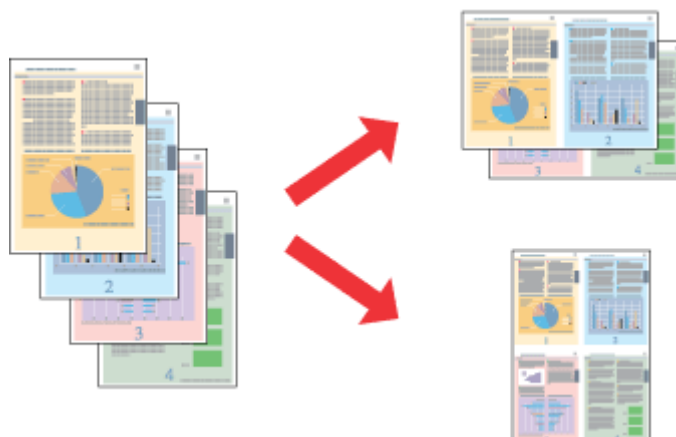
- 1 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 2 Select **Reduce/Enlarge Document** and **By Output Paper Size** in the Page Layout tab, and then select the size of the paper you are using from the drop-down list.
- 3 Check the other settings and print.

Product settings for Mac OS X

- 1 Access the Print dialog box.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 2 Choose **Scale to fit paper size** for Destination Paper Size in the Paper Handling pane, and then select the size of the paper you are using from the pop-up menu.
- 3 Check the other settings and print.

Pages per sheet printing

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



Note:

This feature may not be available at some settings.

Product settings for Windows

- 1 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 2 Select **Multi-Page** and then select the **Pages per Sheet** in the Page Layout tab.

Printing

- 3 Choose the desired number of pages and page order.
- 4 Check the other settings and print.

Product settings for Mac OS X

- 1 Access the Print dialog box.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 2 Select the desired number of Pages per Sheet and the Layout Direction (page order) in the Layout pane.
- 3 Check the other settings and print.

Sharing the Product for Printing

Setup for Windows

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

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

Note:

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

Setting up the product as a shared printer

Note:

- To set up the product as a shared printer in Windows 8, 7 or Vista, you will need an account with administrator privileges and the password if you log on as a standard user.
- To set up the product as a shared printer in Windows XP, you must log on to a Computer Administrator account.

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

- 1 **Windows 8:**
Select **Desktop, Settings** charm, and **Control Panel**. Then select **Devices and Printers** from the **Hardware and Sound** category.

Windows 7:

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

Printing

Windows Vista:

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

Windows XP:

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

2 Windows 8 and 7:

Right-click on the product, or press and hold the product, and select **Printer properties**, and then select **Sharing**. Then select the **Change Sharing Options** button.

Windows Vista:

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

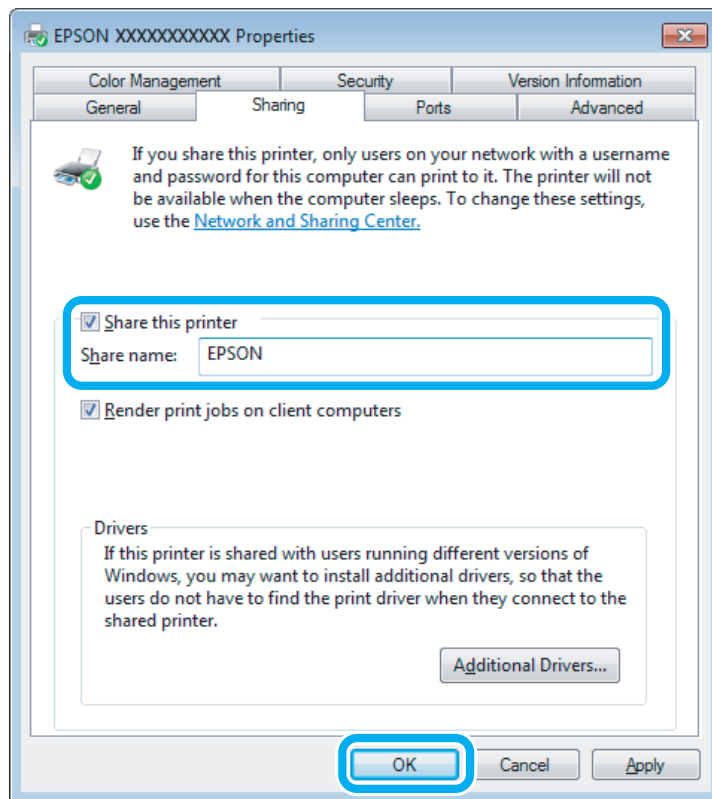
Windows XP:

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

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

Note:

Do not use spaces or hyphens in the share name.



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

Printing

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

Adding the product to the other network computers

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

Note:

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

➔ [“Setting up the product as a shared printer” on page 66](#)

- 1 **Windows 8:**
Select **Desktop**, **Settings** charm, and **Control Panel**. Then select **Devices and Printers** from the **Hardware and Sound** category.

Windows 7:

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

Windows Vista:

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

Windows XP:

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

- 2 **Windows 8, 7 and Vista:**
Select the **Add a printer** button.

Windows XP:

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

- 3 **Windows 8:**
Go to Step 4.

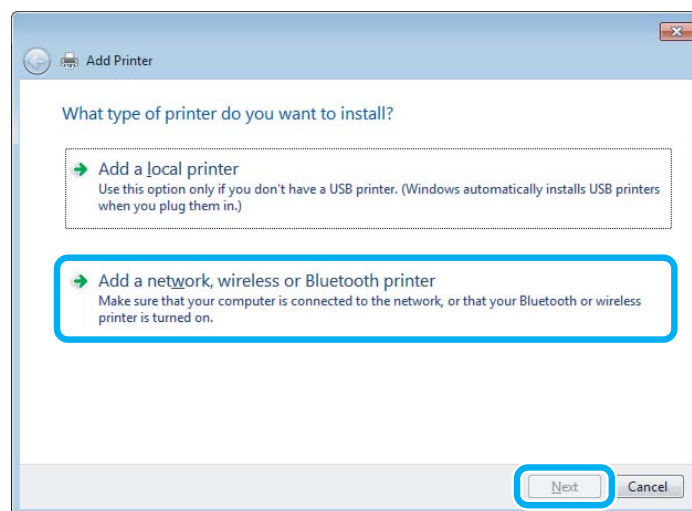
Windows 7 and Vista:

Click **Add a network, wireless or Bluetooth printer**, and then click **Next**.

Printing

Windows XP:

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

**4**

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

Note:

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

Setup for Mac OS X

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

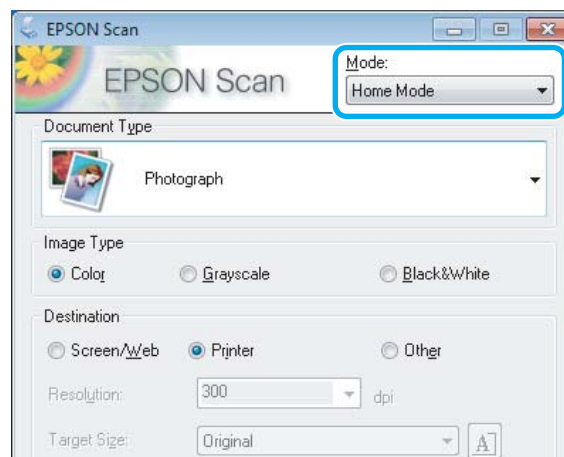
Scanning

Let's Try Scanning

Starting a Scan

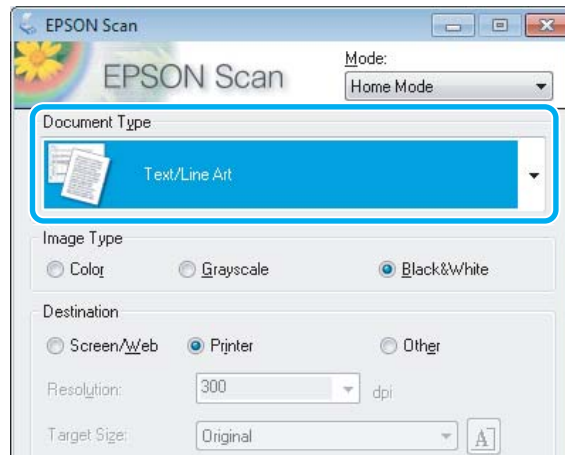
Let's scan a document to get used to the process.

- 1 Place your original on the scanner glass.
➔ [“Placing Originals” on page 39](#)
- 2 Start Epson Scan.
 - Windows 8:
Select the **EPSON Scan** icon on the desktop, or select **EPSON Scan** from the **Start** screen.
 - Windows 7, Vista and XP:
Double-click the **Epson Scan** icon on the desktop.
 - Mac OS X:
Select **Applications > Epson Software > EPSON Scan**.
- 3 Select **Home Mode**.

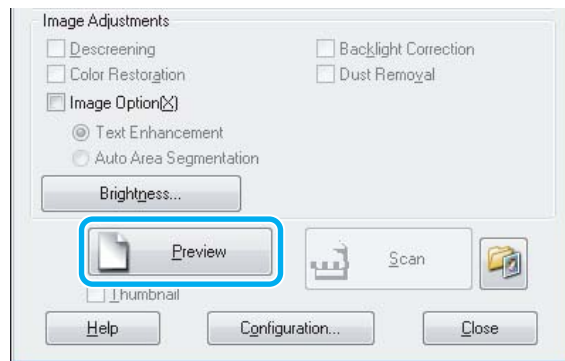


Scanning

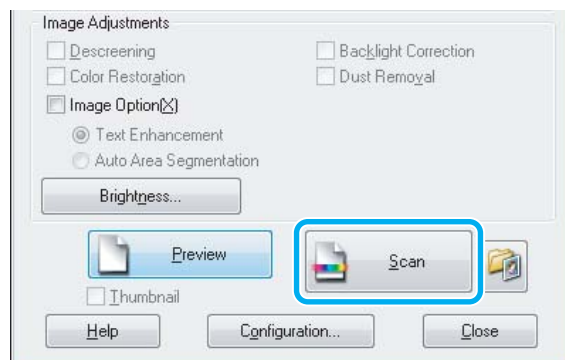
- 4 Select **Text/Line Art** as the **Document Type** setting.



- 5 Click **Preview**.

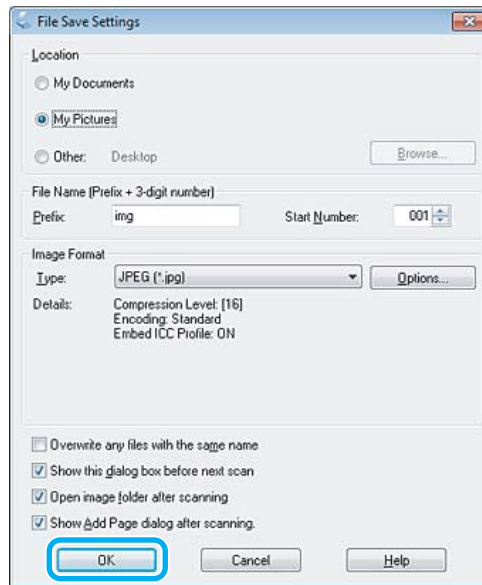


- 6 Click **Scan**.



Scanning

7 Click **OK**.





Your scanned image is saved.


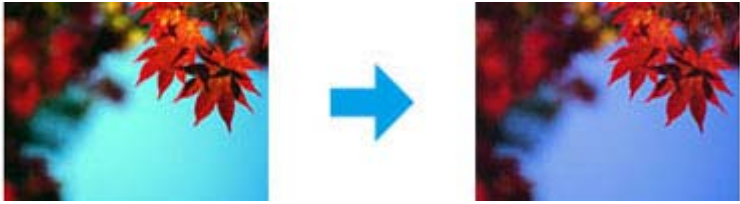



Image Adjustment Features

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






See the Help for more details on Epson Scan.

<p>Histogram</p>	<p>Provides a graphical interface for adjusting highlight, shadow, and gamma levels individually.</p> 
<p>Tone Correction</p>	<p>Provides a graphical interface for adjusting tone levels individually.</p> 

Scanning

<p>Image Adjustment</p>	<p>Adjusts brightness and contrast and the balance of red, green, and blue colors in the overall image.</p>  <p>The image shows a basket of various vegetables, including carrots and leafy greens. A blue arrow points from the original image on the left to the adjusted image on the right, which has higher contrast and more vibrant colors.</p>
<p>Color Palette</p>	<p>Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image.</p>  <p>The image shows a close-up of autumn leaves in shades of red and orange against a blue sky. A blue arrow points from the original image on the left to the adjusted image on the right, where the mid-tone colors are more saturated and balanced.</p>
<p>Unsharp Mask</p>	<p>Sharpens the edges of image areas for an overall clearer image.</p>  <p>The image shows autumn leaves. A blue arrow points from the original image on the left to the adjusted image on the right, which has sharper edges and more defined colors.</p>
<p>Descreening</p>	<p>Removes rippled patterns (known as moiré) that can appear in subtly shaded image areas such as skin tones.</p>  <p>The image shows a tall, thin cypress tree against a sunset sky. A blue arrow points from the original image on the left, which has a visible grid-like pattern (moiré), to the adjusted image on the right, where the pattern is removed.</p>
<p>Color Restoration</p>	<p>Restores the colors in faded photos automatically.</p>  <p>The image shows an elderly couple in a shop. A blue arrow points from the original faded image on the left to the restored image on the right, where the colors are vibrant and clear.</p>

Scanning

<p>Backlight Correction</p>	<p>Removes shadows from photos that have too much background light.</p> 
<p>Dust Removal</p>	<p>Removes dust marks from your originals automatically.</p> 
<p>Text Enhancement</p>	<p>Enhances text recognition when scanning text documents.</p> 
<p>Auto Area Segmentation</p>	<p>Makes Black&White images clearer and text recognition more accurate by separating the text from the graphics.</p> 
<p>Color Enhance</p>	<p>Enhance a certain color. You can select from red, blue, or green.</p> 

Basic Scanning from the Control Panel

You can scan documents and send the scanned image from the product to a connected computer. Make sure you have installed software for the product on your computer and connected to the computer.

Scanning

Note:

If you want to scan your data to a memory card, insert a memory card first.

➔ [“Inserting a Memory Card” on page 38](#)

- 1** Place your original(s).
➔ [“Placing Originals” on page 39](#)
- 2** Enter **Scan** mode from the Home menu.
- 3** Select a scan menu item.
➔ [“Scan Mode” on page 117](#)
- 4** If you select **Scan to Memory Card**, you can make scanning settings.
If you select **Scan to PC**, select your computer.

Note:

If the product is connected to a network, you can select the computer to which you want to save the scanned image.

You can change the computer name displayed on the control panel using Epson Event Manager.

If you want to use the Scan to Cloud service, visit the Epson Connect portal site.

➔ [“Using Epson Connect Service” on page 9](#)

- 5** Press **⏏** to start scanning.

Your scanned image is saved.

Scan mode menu list

Refer to the section below for the Scan mode menu list.

➔ [“Scan Mode” on page 117](#)

Basic Scanning from Your Computer

Scanning in Full Auto Mode

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

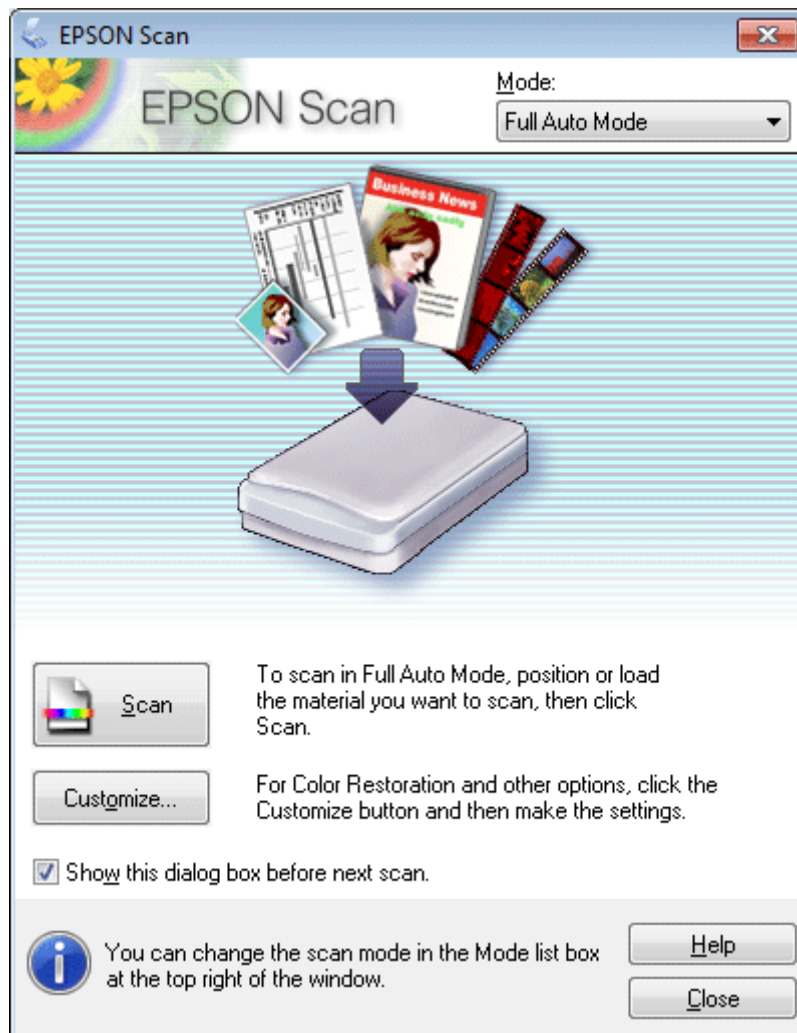
Note:

This mode is not available when the Automatic Document Feeder is installed.

See the Help for more details on Epson Scan.

Scanning

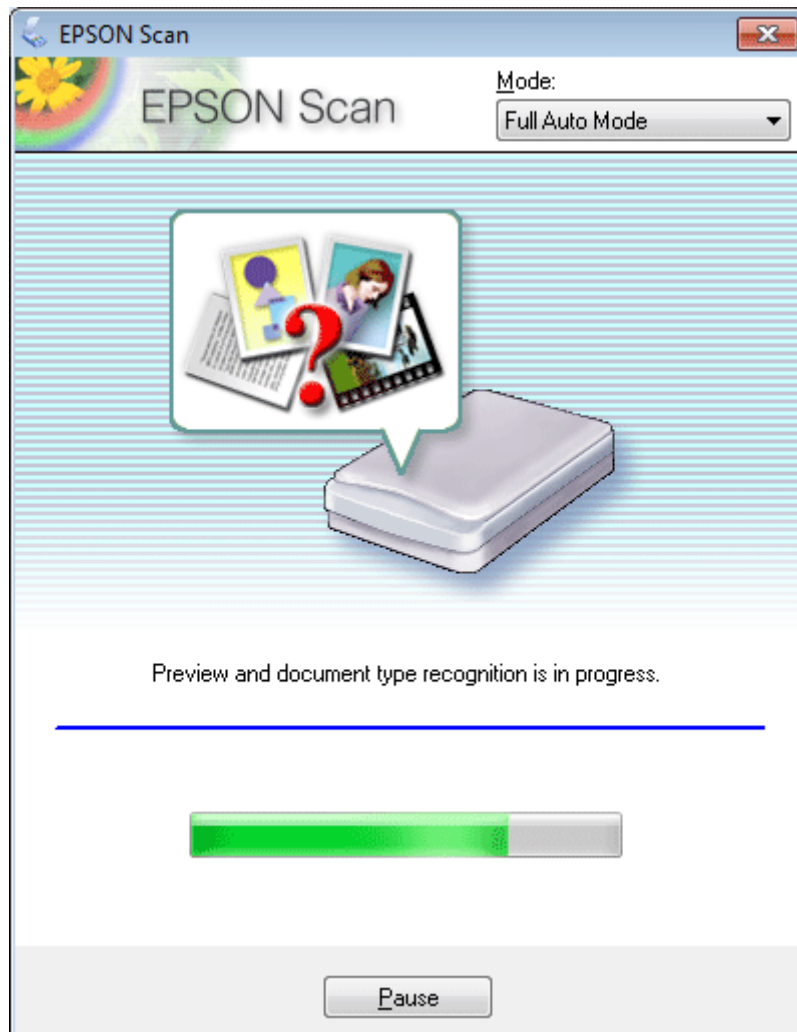
- 1 Place your original(s).
- 2 Start Epson Scan.
➔ “Starting Epson Scan Driver” on page 91
- 3 Select **Full Auto Mode** from the Mode list.

**Note:**

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

Scanning

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



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

Your scanned image is saved.

Scanning in Home Mode

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

Note:

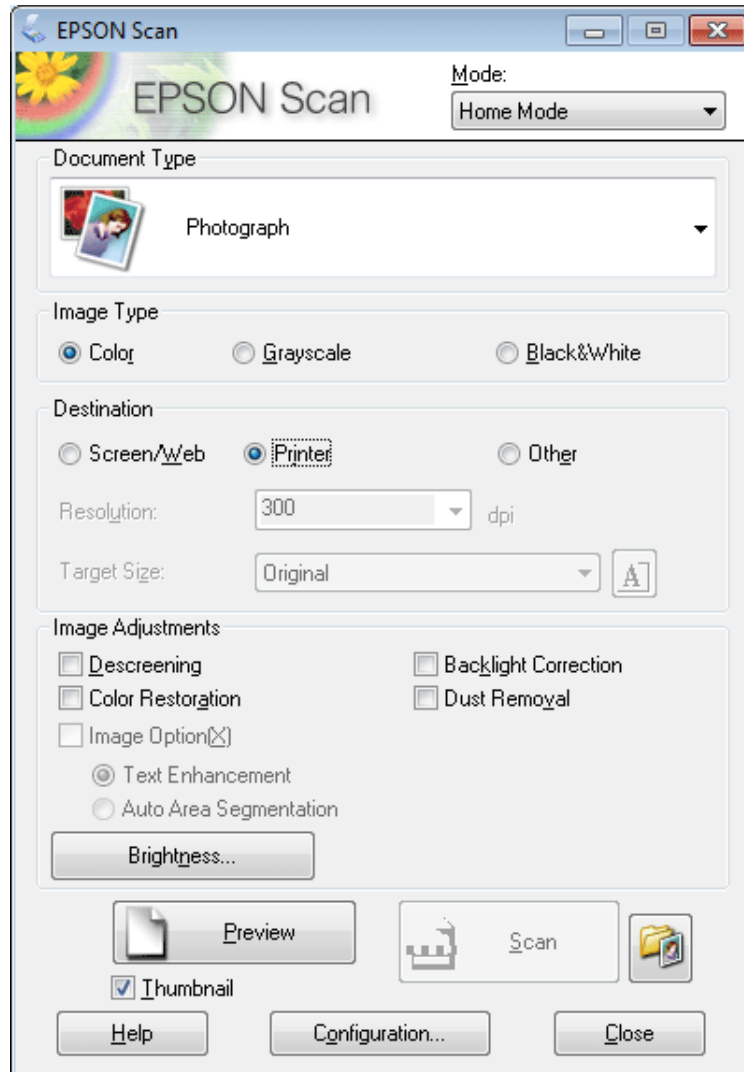
- In Home Mode, you can only scan from the scanner glass.
- See the Help for more details on Epson Scan.

- 1 Place your original(s).
➔ [“Scanner glass” on page 42](#)

Scanning

2 Start Epson Scan.
 ➔ “Starting Epson Scan Driver” on page 91

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



4 Select the Document Type setting.

5 Select the Image Type setting.

6 Click **Preview**.
 ➔ “Previewing and Adjusting the Scan Area” on page 83

7 Adjust the exposure, brightness, and other image quality settings.

8 Click **Scan**.

Scanning

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

Note:

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

Your scanned image is saved.

Scanning in Office Mode

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

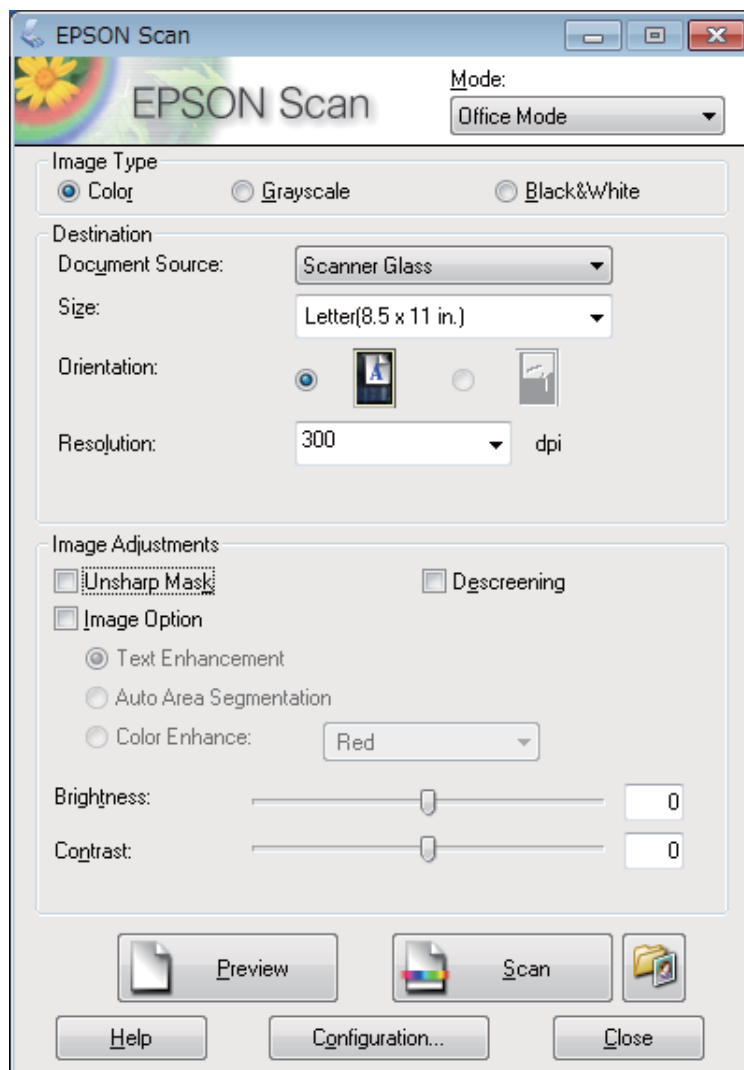
Note:

See the *Help* for more details on Epson Scan.

- 1 Place your original(s).
➔ [“Placing Originals” on page 39](#)
- 2 Start Epson Scan.
➔ [“Starting Epson Scan Driver” on page 91](#)

Scanning

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



- 4 Select the Image Type setting.
- 5 Select the Document Source setting.
- 6 Select the size of your original as the Size setting.
- 7 Select an appropriate resolution for your original(s) as the Resolution setting.
- 8 Click **Scan**.

Scanning

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

Note:

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

Your scanned image is saved.

Scanning in Professional Mode

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

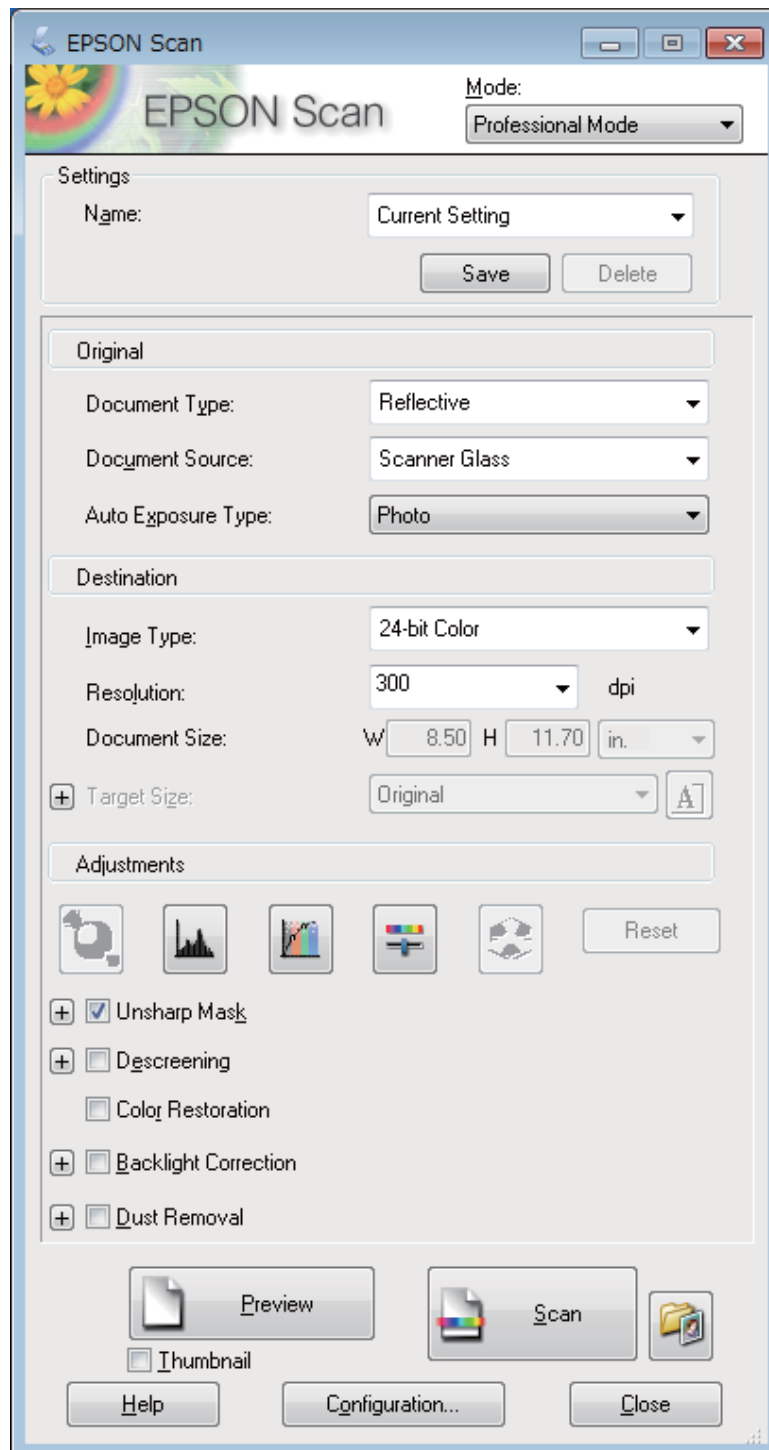
Note:

See the *Help* for more details on Epson Scan.

- 1 Place your original(s).
➔ [“Placing Originals” on page 39](#)
- 2 Start Epson Scan.
➔ [“Starting Epson Scan Driver” on page 91](#)

Scanning

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



- 4 Select the type of original(s) you are scanning as the Document Type setting.

- 5 Select the Document Source setting.

- 6 Select **Photo** or **Document** as the Auto Exposure Type setting.

Scanning

- 7 Select the Image Type setting.
- 8 Select an appropriate resolution for your original(s) as the Resolution setting.
- 9 Click **Preview** to preview your image(s). The Preview window opens and displays your image(s).
➔ [“Previewing and Adjusting the Scan Area” on page 83](#)

Note for the Automatic Document Feeder (ADF):

The ADF loads your first document page, and then Epson Scan prescans it and displays it in the Preview window. The ADF then ejects your first page.

Place your first document page on top of the rest of the pages, and then load the entire document into the ADF.

- 10 Select the size of the scanned image(s) as the Target Size setting if necessary. You can scan your images at their original size, or you can reduce or enlarge their size by selecting Target Size.
- 11 Adjust the image quality if necessary.
➔ [“Image Adjustment Features” on page 72](#)
- 12 Click **Scan**.
- 13 In the File Save Settings window, select the Type setting and then click **OK**.

Note:

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

Your scanned image is saved.

Previewing and Adjusting the Scan Area

Selecting a preview mode

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

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

Scanning

Note:

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


Creating a marquee

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

Do one of the following to draw a marquee.

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



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





Adjusting a marquee

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



To move the marquee, position your cursor inside the marquee. The pointer becomes a hand. Click and drag the marquee to the desired location.

Scanning

	<p>To resize the marquee, position your cursor over the edge or corner of the marquee. The pointer becomes a straight or angled double-arrow. Click and drag the edge or corner to the desired size.</p>
	<p>To create additional marquees of the same size, click this icon.</p>
	<p>To delete a marquee, click inside the marquee and click this icon.</p>
	<p>To activate all marquees, click this icon.</p>

Note:

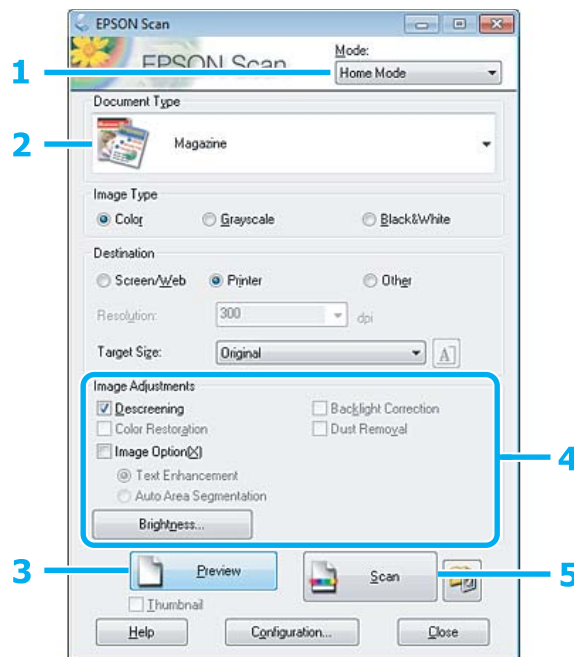
- To restrict the movement of the marquee to vertical or horizontal only, hold down the **Shift** key as you move the marquee.
- To restrict the size of the marquee to the current proportions, hold down the **Shift** key as you resize the marquee.
- If you draw multiple marquees, make sure you click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

Various Types of Scanning

Scanning a Magazine

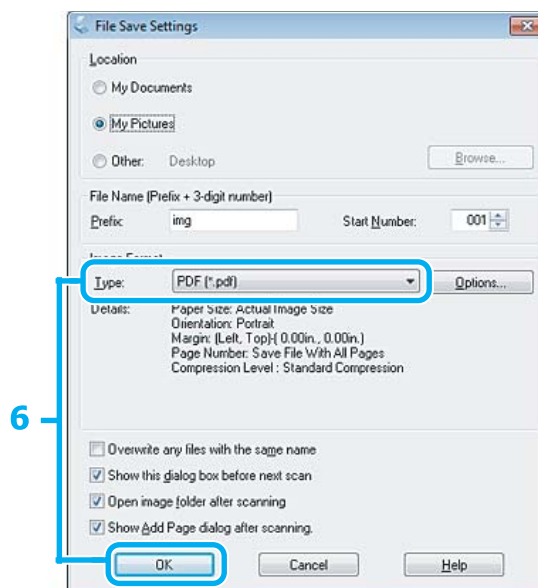
First of all, place your magazine and start Epson Scan.

➔ [“Starting a Scan” on page 70](#)



Scanning

- 1 Select **Home Mode** from the Mode list.
- 2 Select **Magazine** as the Document Type setting.
- 3 Click **Preview**.
- 4 Adjust the exposure, brightness, and other image quality settings.
See the Help for more details on Epson Scan.
- 5 Click **Scan**.

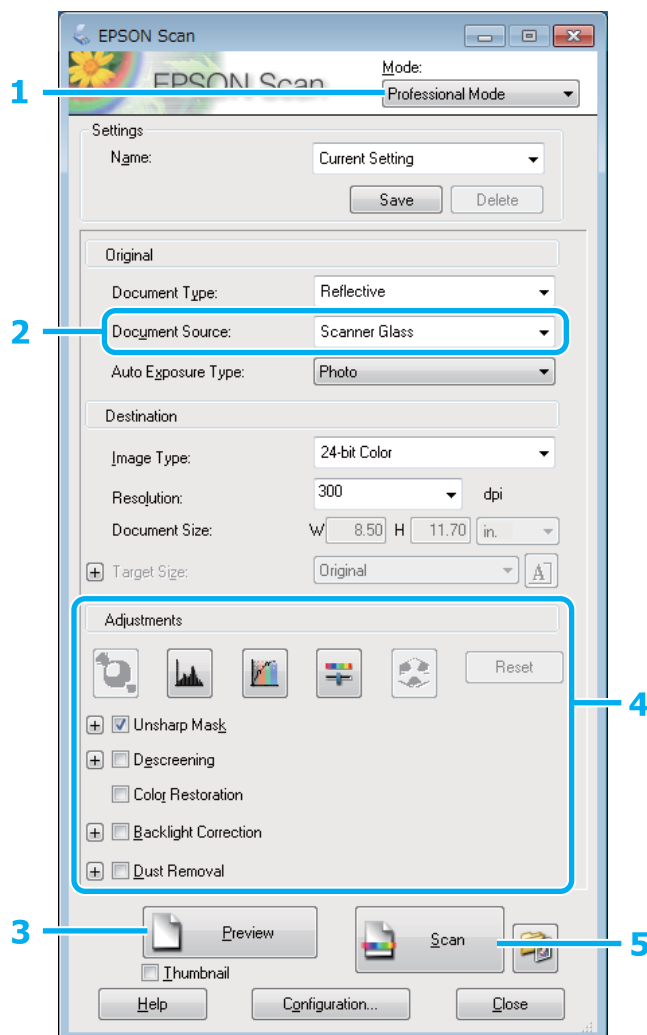


- 6 Select **PDF** as the Type setting, and then click **OK**.
Your scanned image is saved.

Scanning Multiple Documents to a PDF File

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

➔ “Starting a Scan” on page 70



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

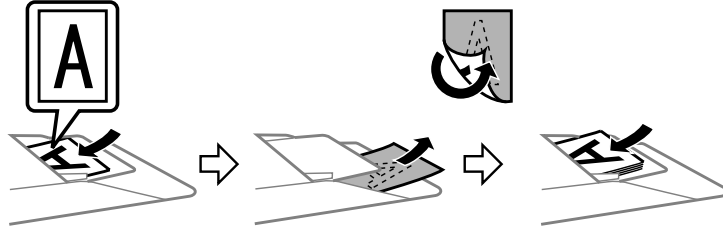
2 Select the Document Source setting.

Scanning

3 Click **Preview**.

Note for the Automatic Document Feeder (ADF):

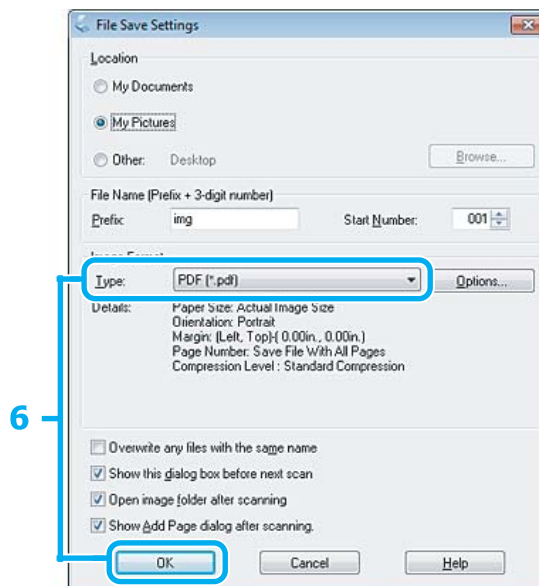
The document page ejected by the ADF has not been scanned yet. Reload the entire document into the ADF.



4 Adjust the exposure, brightness, and other image quality settings.

See the Help for more details on Epson Scan.

5 Click **Scan**.



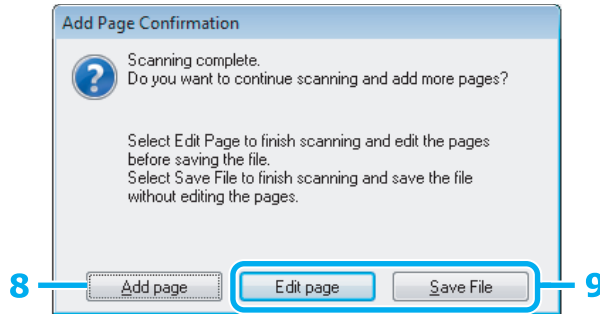
6 Select **PDF** as the Type setting, and then click **OK**.

Note:

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

Scanning

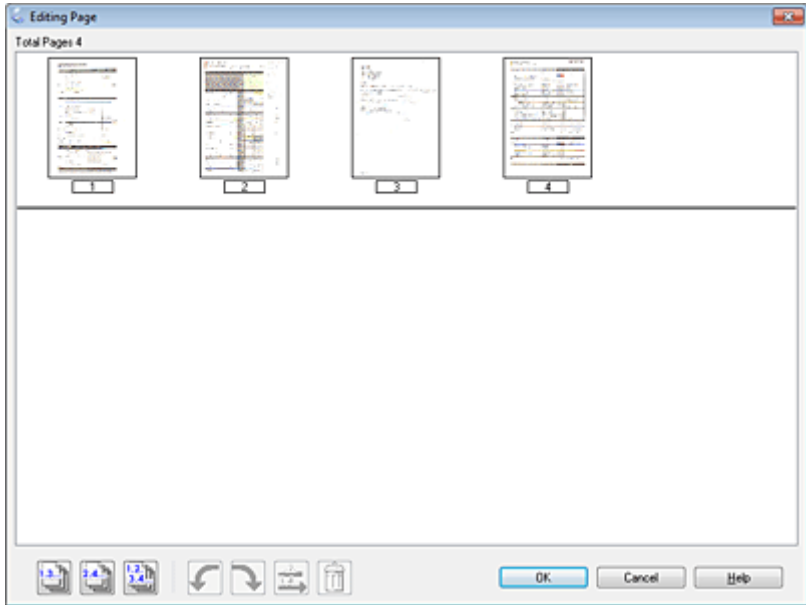
7 Epson Scan starts scanning your document.



8 If you want to scan more pages, click **Add page**.
Load the document and scan again, repeating as necessary for each page.

If you have finished scanning, go to step 9.

9 Click **Edit page** or **Save File**.

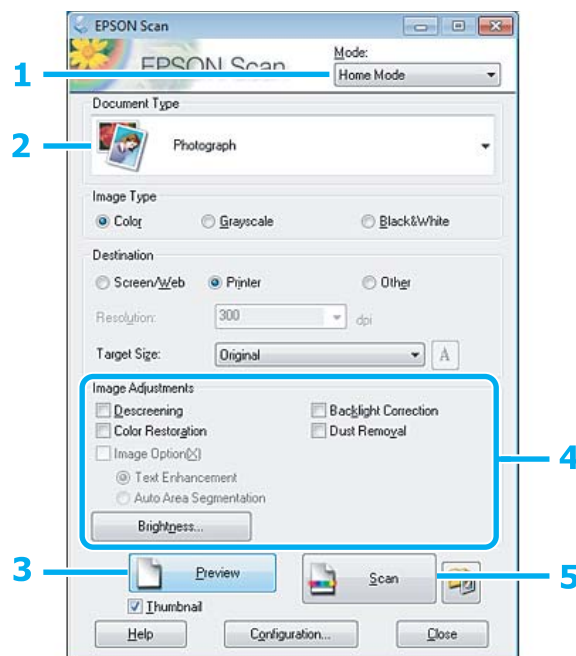
<p>Edit page</p>	<p>Select this button if you want to delete or reorder any of the pages. Then use the icons on the bottom of the Editing Page window to select, rotate, reorder, and delete pages. See the Help for more details on Epson Scan.</p>  <p>Click OK when you are finished editing your pages.</p>
<p>Save File</p>	<p>Select this button when you are finished.</p>

The pages are saved in one PDF file.

Scanning a Photo

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

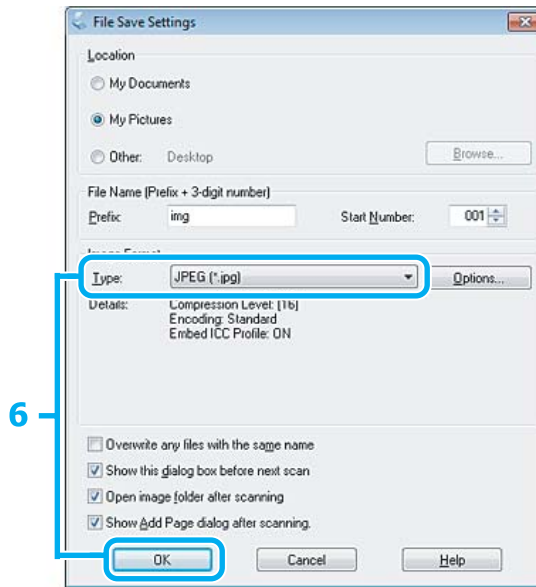
➔ “Starting a Scan” on page 70



- 1 Select **Home Mode** from the Mode list.
- 2 Select **Photograph** as the Document Type setting.
- 3 Click **Preview**.
- 4 Adjust the exposure, brightness, and other image quality settings.
See the Help for more details on Epson Scan.

Scanning

5 Click **Scan**.



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

Your scanned image is saved.

Software Information

Starting Epson Scan Driver

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

How to start

- ❑ Windows 8:
Select the **Epson Scan** icon on the desktop.
Or, select **Epson Scan** from the **Start** screen.
- ❑ Windows 7, Vista and XP:
Double-click the **EPSON Scan** icon on the desktop.
Or, select the start button icon or **Start > All Programs** or **Programs > EPSON > EPSON Scan > EPSON Scan**.
- ❑ Mac OS X:
Select **Applications > Epson Software > EPSON Scan**.

How to access the help

Click the **Help** button on the Epson Scan driver.

Starting Epson Event Manager

Note:


This scanning software may not be included in some countries.

This lets you assign any of the product buttons to open a scanning program. You can also save frequently used scanning settings, which can really speed up your scanning projects.

How to start

- Windows 8:
Right-click on the **Start** screen, or swipe from the bottom or top edge on the **Start** screen, and select **All apps > Epson Software > Event Manager**.
- Windows 7, Vista and XP:
Select the start button or **Start > All Programs** or **Programs > Epson Software > Event Manager**.
- Mac OS X:
Select **Applications > Epson Software**, and then double-click the **Launch Event Manager** icon.

How to access the help

- Windows:
Click the  icon in the upper right corner of the screen.
- Mac OS X:
Click **menu > Help > Epson Event Manager Help**.

Faxing

Introducing FAX Utility

FAX Utility is a software capable of transmitting data such as documents, drawings, and tables created using a word processing or spreadsheet application directly by fax, without printing. In addition, this utility has a function to save a received fax as a PDF file on a computer. Use the following procedure to run the utility.

Windows

Click the start button (Windows 7 and Vista) or click **Start** (Windows XP), point to **All Programs**, select **Epson Software**, and then click **FAX Utility**.

For Windows 8, right-click on the **Start** screen, or swipe from the bottom or top edge on the **Start** screen, and select **All apps > Epson Software > FAX Utility**.

Mac OS X

Click **System Preference**, click **Print & Fax** or **Print & Scan**, and then select **FAX** (your printer) from **Printer**. Then click as follows;

Mac OS X 10.6.x, 10.7.x, 10.8.x: **Option & Supplies - Utility - Open Printer Utility**

Mac OS X 10.5.8: **Open Print Queue - Utility**

Note:

For more details, see the online help for FAX Utility.

Connecting to a Phone Line

About a phone cable

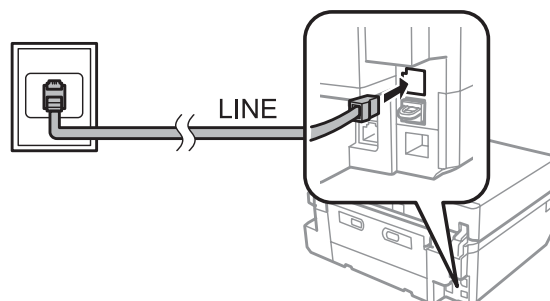
Use a phone cable with the following interface specification.

- RJ-11 Phone Line
- RJ-11 Telephone set connection

Depending on the area, a phone cable may be included with the product. If so, use that cable.

Using the phone line for fax only

- 1 Connect a phone cable leading from a telephone wall jack to the LINE port.



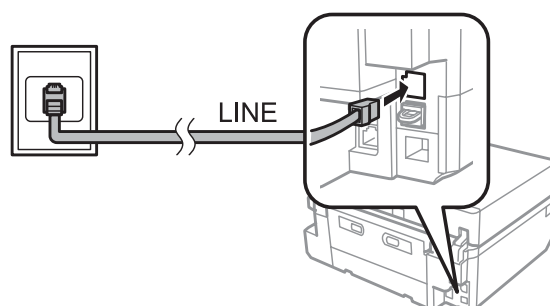
- 2 Make sure **Auto Answer** is set to **On**.
➔ [“Setting up to receive faxes automatically” on page 105](#)

**Important:**

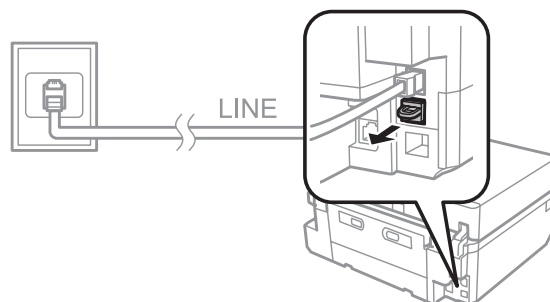
If you do not connect an external telephone to the product, make sure you turn on auto answer. Otherwise, you cannot receive faxes.

Sharing line with phone device

- 1 Connect a phone cable leading from a telephone wall jack to the LINE port.

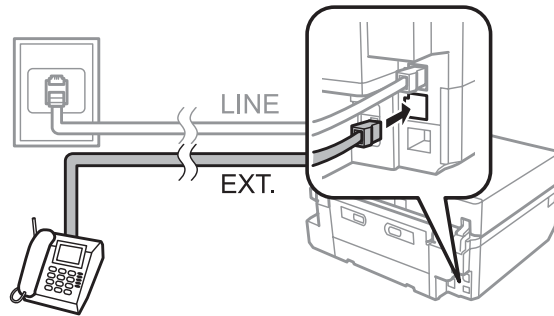


- 2 Remove the cap.



Faxing

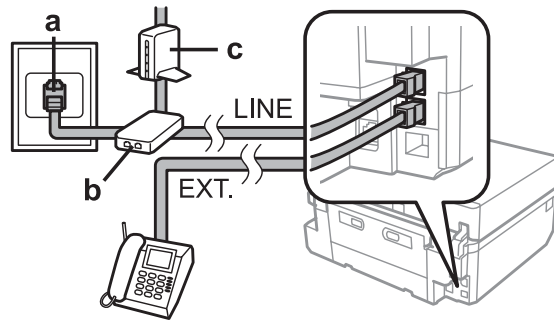
- 3 Connect a phone or answering machine to the EXT. port.



Note:

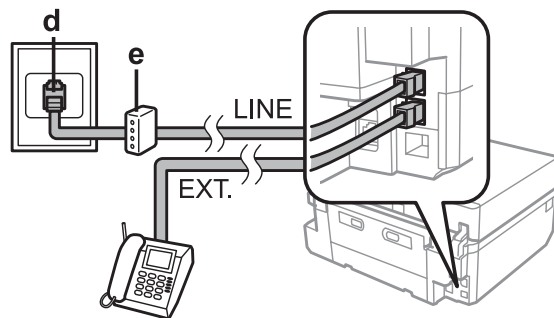
- ❑ See the following for other connection methods.
- ❑ For details, see the documentation that came with your devices.

Connecting to DSL



a	Telephone wall jack
b	DSL filter
c	DSL modem

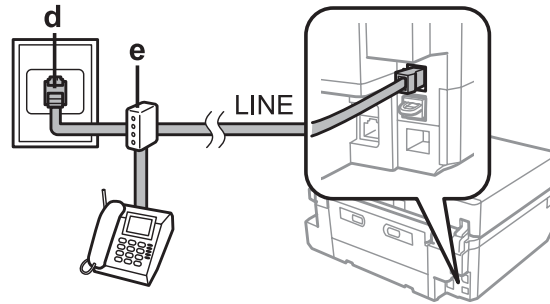
Connecting to ISDN (one phone number)



d	ISDN wall jack
e	Terminal adapter or ISDN router

Faxing

Connecting to ISDN (two phone numbers)



d	ISDN wall jack
e	Terminal adapter or ISDN router

Setting the line type

If you are using a PBX phone system and you have connected the product to the PBX phone line, change the Line Type setting as shown below.

Note:

PBX (Private Branch Exchange) is used in office environments where an external access code such as "9" must be dialed to call an outside line. The default Line Type setting is PSTN (Public Switched Telephone Network), which is a standard phone line, similar to the one in your home.

- 1 Enter **Setup** mode from the Home menu.
- 2 Select **Fax Settings**.
- 3 Select **Communication**.
- 4 Select **Line Type**.
- 5 Select **PBX**.
- 6 Select **Use** or **Do Not Use** on the Access Code screen. If you select **Use**, go to the next step.
- 7 Enter an external access code, and then press **Done**.

Note:

Using the access code setting is recommended. After you have made the setting, use # (hash) instead of the exact external access code when dialing outside fax numbers or storing them in the Contact list. The product automatically replaces the # with the set code when dialing. Compared to entering an exact code, using # may help avoid connection problems.

Checking the fax connection

You can check whether the product is ready to send or receive faxes.

- 1 Load A4-size plain paper in the cassette.
➔ [“Loading Paper” on page 27](#)
- 2 Enter **Setup** mode from the Home menu.
- 3 Select **Fax Settings**.
- 4 Select **Check Fax Connection**.
- 5 Press \diamond to print the report.

Note:

If an errors are reported, try the solutions in the report.

Setting Up Fax Features

Setting up speed dial entries

You can create a speed dial list allowing you to select fax recipient numbers quickly when faxing. Up to 60 combined speed dial and group dial entries can be registered.

- 1 Enter **Fax** mode from the Home menu.
- 2 Press **Contacts**.
- 3 Select **Add/Edit Contacts**.
- 4 Select **Speed Dial Setup**. You see the available speed dial entry numbers.
- 5 Select the speed dial entry number that you want to register. You can register up to 60 entries.

Faxing

- 6 Enter a phone number. You can enter up to 64 digits.

Note:

- A hyphen ("-") causes a slight pause when dialing. Only include it in phone numbers when a pause is necessary. Spaces entered between numbers are ignored when dialing.
- If you have set **Line Type** to **PBX** and made the access code setting, enter # (hash) at the beginning of the fax number instead of an external access code.
 - ➔ "Setting the line type" on page 96

- 7 Select **Done**.

- 8 Enter a name to identify the speed dial entry. You can enter up to 30 characters.

- 9 Select **Done** to register the name.

- 10 Select **Options** to specify the fax speed you want to use when sending a fax to the recipient. If you do not need to set the fax speed, select **Done**.

Note:

If sending a fax to a specific recipient often fails, set a lower fax speed for that recipient. If this is not set, the fax speed set in the following menu is used instead.

Setup > Fax Settings > Communication > Fax Speed

Setting up group dial entries

You can add speed dial entries to a group, allowing you to send a fax to multiple recipients at the same time. Up to 60 combined speed dial and group dial entries can be entered.

- 1 Enter **Fax** mode from the Home menu.

- 2 Select **Contacts**.

- 3 Select **Add/Edit Contacts**.

- 4 Select **Group Dial Setup**. You see the available group dial entry numbers.

- 5 Select the group dial entry number that you want to register.

- 6 Enter a name to identify the group dial entry. You can enter up to 30 characters.

- 7 Select **Done** to register the name.

Faxing

- 8 Select the speed dial entry number that you want to register in the group dial list.
- 9 Repeat step 8 to add other speed dial entries to the group dial list. You can register up to 30 speed dial entries in a group dial.
- 10 Select **Done** to finish creating a group dial list.

Creating header information

You can create a fax header by adding information such as your phone number or name.

Note:

Make sure you have set the time correctly.

➔ [“Setting/Changing Time and Region” on page 152](#)

- 1 Enter **Setup** mode from the Home menu.
- 2 Select **Fax Settings**.
- 3 Select **Communication**.
- 4 Select **Header**.
- 5 Select **Fax Header**.
- 6 Enter the header information. You can enter up to 40 characters.
- 7 Select **Done**.
- 8 Select **Your Phone Number**.
- 9 Enter your phone number. You can enter up to 20 digits.

Note:

Press the # button to enter a plus sign (+) which represents the international call prefix. Note that the asterisk () is unavailable.*

- 10 Select **Done** to register the header information.

Changing the received fax output settings

This product is initially set to print every fax received. You can change the settings to save received faxes in the product's memory, on a computer, or in an external USB storage device, which allows you to view them first and print only when needed. Follow the instructions below to change the settings.

- 1 Enter **Setup** mode from the **Home** menu.
- 2 Select **Fax Settings**.
- 3 Select **Receive Settings**.
- 4 Select **Fax Output**.
A confirmation screen is displayed. Press **Change Settings**.
- 5 Select the setting you want by referring to the following explanations.
You can enable one, all, or a combination of the settings.

Save to Inbox

Select to save received faxes in the product's memory. You can view the faxes on the LCD screen and print if needed.

➔ [“Viewing received faxes on the LCD screen” on page 106](#)

If you only select this setting, received faxes are not automatically printed.



Important:

Faxes saved in the product's memory are not deleted until you delete them. Delete faxes after you print or view them to prevent the memory from becoming full. When the memory is full, the product cannot receive or send faxes.

Save to Computer

To enable this function, use Epson FAX Utility on the computer connected to the product.

➔ [“Introducing FAX Utility” on page 93](#)

Received faxes are saved in a specified folder on the computer in PDF format.

After you have configured FAX Utility to save faxes on a computer, you can change to **Yes then Print** on the product to print received faxes automatically while saving them on the computer.



Important:

Received faxes are only saved on the computer while the computer is logged in. Because the product temporarily saves the received faxes in its memory until they are saved on the computer, the memory may become full if you leave the computer off for an extended period of time.

Note:

If you disable this option when there are received faxes that have not yet been saved on the computer, the faxes are automatically printed unless you have enabled at least one of the other options.

Faxing

❑ Save to External Device

Enable this to save received faxes in a memory card or external USB storage device connected to the product. Select **Yes then Print** to print received faxes automatically while saving them to a memory card or device.

Before you use this function, you need to let the product validate your memory card or external USB device and create a folder to save in the card or device. Select **Create Folder to Save**, and then follow the on-screen instruction. You cannot use cards or devices that have not been validated by the product.



Important:

Because the product temporarily saves received faxes in its memory until they are saved to a validated card or device, the memory may become full if you do not insert the card or device for an extended period of time.

Note:

- ❑ *If saving faxes to the card or device fails due to an error such as memory full, the product temporarily saves the faxes in its memory until an error-free validated card or device is connected.*
- ❑ *If you disable this option when there are received faxes that have not yet been saved to the external device, the faxes are automatically printed unless you have enabled at least one of the other options.*

Sending Faxes

Sending faxes by entering a number

1 Place your original in the Automatic Document Feeder or on the scanner glass.
➔ [“Placing Originals” on page 39](#)

2 Enter **Fax** mode from the Home menu.

3 Touch the **Enter Fax Number** area on the LCD screen.

4 Enter the fax number, and then select **Done**. You can enter up to 64 digits.

Note:

- ❑ *To display the last fax number you used, press **Redial**.*
- ❑ *Make sure you have entered the header information. Some fax machines automatically reject incoming faxes that do not include header information.*

5 Press ▼, select **Color** or **B&W**, and then change the other settings if necessary.

Note:

For an explanation of each of the settings, see the fax mode menu list.
➔ [“Fax Mode” on page 118](#)

6 Press ◇ to start sending.

Faxing

Note:

If the fax number is busy or there is some problem, this product redials after one minute. Press **Redial** to redial immediately.

Sending faxes using speed dial/group dial

Follow the instructions below to send faxes using speed dial/group dial.

Note:

When using group dial, you can only send B&W faxes.

- 1 Place your original in the Automatic Document Feeder or on the scanner glass.
➔ [“Placing Originals” on page 39](#)
- 2 Enter **Fax** mode from the Home menu.
- 3 Press **Contacts**.
- 4 Select the entry number to send.
- 5 Press ▼, select **Color** or **B&W**, and then change the other settings if necessary.

Note:

For an explanation of each of the settings, see the fax mode menu list.

➔ [“Fax Mode” on page 118](#)

- 6 Press ◇ to start sending.

Sending faxes by broadcasting

Broadcast allows you to easily send the same fax to multiple numbers (up to 30) using speed dial/group dial, or by entering the fax numbers. Follow the instructions below to send faxes by broadcasting.

Note:

You can only send B&W faxes.

- 1 Place your original in the Automatic Document Feeder or on the scanner glass.
➔ [“Placing Originals” on page 39](#)
- 2 Enter **Fax** mode from the Home menu.
- 3 Select **Advanced Options**.

Faxing

4 Select **Broadcast Fax**.

Note:

To select recipients from a speed or group dial list, go to step 8.

5 Select **Add New**.

6 Select **Enter Fax Number**.

7 Enter a fax number, and then select **Done**.

Note:

To add another number, repeat steps 5 through 7.

If you do not need to add recipients from the speed dial/group dial lists, select **Done**, and then go to step 13.

8 Select **Add New**.

9 Select **Select from Contacts**.

10 Select the entry number.

11 Select **Done**.

12 Select **Done**.

13 Press \diamond to start sending.

Sending a fax at a specified time

Follow the instructions below to send a fax at a specified time.

Note:

Make sure you have set the time correctly.
 ➔ [“Setting/Changing Time and Region” on page 152](#)

You can only send B&W faxes.

1 Place your original in the Automatic Document Feeder or on the scanner glass.
 ➔ [“Placing Originals” on page 39](#)

2 Enter **Fax** mode from the Home menu.

Faxing

- 3 Enter a fax number. You can also use redial, speed dial, or group dial lists to select fax numbers.
- 4 Select **Advanced Options**.
- 5 Select **Send Fax Later**.
- 6 Select **On**.
- 7 Set the time that you want to send the fax, and then select **Done**.
- 8 Press \diamond to start scanning. The scanned image is sent at the specified time.

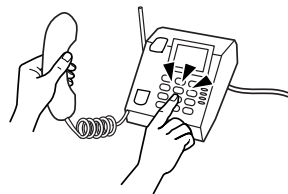
Note:

If you need to cancel faxing at the time you specified, press \odot .

Sending a fax from a connected phone

If the recipient has the same number for both phone and fax, you can send a fax after talking over the phone without hanging up.

- 1 Place your original in the Automatic Document Feeder or on the scanner glass.
 ➔ [“Placing Originals” on page 39](#)
- 2 Dial a number from the phone connected to the product.



- 3 Select **Send** on the control panel of the product.
- 4 Press \diamond to send fax.
- 5 Hang up the phone.



Receiving Faxes

Setting up to receive faxes automatically

Follow the steps below to make settings to receive faxes automatically.

- 1 Load A4-size plain paper in the cassette.
➔ [“Loading Paper” on page 27](#)

- 2 Make sure **Auto Answer** is set to **On**.
Setup > Fax Settings > Receive Settings > Auto Answer > On

Note:

- When an answering machine is connected directly to this product, make sure you set **Rings to Answer** correctly using the following procedure.
- Depending on the region, **Rings to Answer** may be unavailable.

- 3 Enter **Setup** mode from the Home menu.

- 4 Select **Fax Settings**.

- 5 Select **Receive Settings**.

- 6 Select **Rings to Answer**.

- 7 Press + or - to select the number of rings, and then select **Done**.



Important:

Select more rings than needed for the answering machine to pick up. If it is set to pick up on the fourth ring, set the product to pick up on the fifth ring or later. Otherwise the answering machine cannot receive voice calls.

Note:

When you receive a call and the other party is a fax, the product receives the fax automatically even if the answering machine picks up the call. If you pick up the phone, wait until the LCD screen displays a message saying that a connection has been made before you hang up. If the other party is a caller, the phone can be used as normal or a message can be left on the answering machine.

- 8 Make additional settings for receiving faxes as necessary.

- Received fax output settings
➔ [“Changing the received fax output settings” on page 100](#)
- Fax print settings
Setup > Fax Settings > Print Settings
➔ [“Setup Mode - Fax Settings” on page 129](#)

Faxing

You can also specify a time period to stop automatic printing of faxes or reports during that time. Select **Print Inhibit Time** from **Print Settings**, and then specify the time period by entering the start and end time.

- ❑ DRD (Distinctive Ring)
Setup > Fax Settings > Receive Settings > DRD
 ➔ [“Setup Mode - Fax Settings” on page 129](#)

Receiving faxes manually

If your phone is connected to the product, and Auto Answer mode has been set to Off, you can receive fax data after the connection is made.

- 1 Load A4-size plain paper in the cassette.
 ➔ [“Loading Paper” on page 27](#)
- 2 When the telephone rings, lift the phone connected to the product.



- 3 When you hear a fax tone, select **Receive**.
- 4 Press **◊** to receive the fax, and then put the phone back on the hook.

Note:

By using the **Remote Receive** function, you can start transmitting faxes using your phone instead of selecting the menu on the product.

Enable **Remote Receive** (**Setup > Fax Settings > Receive Settings > Remote Receive**), and then enter a **Start Code**. This is useful if you have a cordless handset. You can start receiving a fax just by entering the code using the handset.

- 5 Press **◊** to print the fax if you have made settings to print received faxes.

Viewing received faxes on the LCD screen

To save received faxes in the product's memory and view them on the LCD screen, you need to enable the **Save to Inbox** setting.

- ➔ [“Changing the received fax output settings” on page 100](#)

Follow the steps below to view the received faxes.




Important:

Faxes saved in the product's memory are not deleted until you delete them. Delete faxes after you print or view them to prevent the memory from becoming full. When the memory is full, the product cannot receive or send faxes.

Faxing

- 1 When the product receives a fax, a message is displayed notifying you of the new fax. Select **Open Inbox** displayed below the message.
You can also open Inbox by selecting **Fax > Advanced Options > Open Inbox**.


Note:

The  icon stays on when there is one or more unread or unprinted faxes in Inbox. Touch the icon to see the number of unread or unprinted faxes and how much of the product's memory has been used.

- 2 Select the fax you want to view from the Inbox list.
The contents of the fax are displayed.

Note:

You can print or delete all of the faxes in the Inbox. Touch **Menu** at the bottom of the list screen, and then follow the on-screen instructions.

- 3 Touch , and then select one of the options. If you select **Print and Delete**, the received fax will be printed and then deleted from the product's memory.

Note:

Select the following menu to check the print settings to print received faxes.



Setup > Fax Settings > Print Settings

➔ [“Setup Mode - Fax Settings” on page 129](#)

Receive a fax by polling

This allows you to receive a fax from the fax information service you have called.

Follow the instructions below to receive a fax by polling.

- 1 Load A4-size plain paper in the cassette.
➔ [“Loading Paper” on page 27](#)
- 2 Enter **Fax** mode from the Home menu.
- 3 Select **Advanced Options**.
- 4 Select **Polling**, and then select **On**.
- 5 Enter the fax number.
- 6 Press  to receive the fax.
- 7 Press  to print the fax if you have disabled Auto Answer and made settings to print received faxes.

Printing Reports

Follow the instructions below to print a fax report.

- 1 Load A4-size plain paper in the cassette.
➔ [“Loading Paper” on page 27](#)
- 2 Enter **Fax** mode from the Home menu.
- 3 Select **Advanced Options**.
- 4 Select **Fax Report**.
- 5 Select the item you want to print.

Note:
*Only **Fax Log** can be viewed on the screen.*

- 6 Press \diamond to print the report you selected.

Note:

You can make settings to print a fax report automatically and configure various settings for fax reports in the following menu.

Setup > Fax Settings > Report Settings

➔ [“Setup Mode - Fax Settings” on page 129](#)

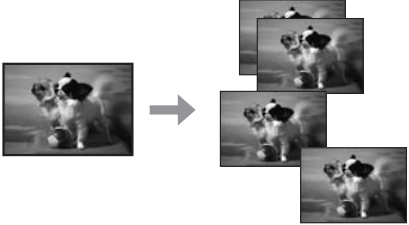

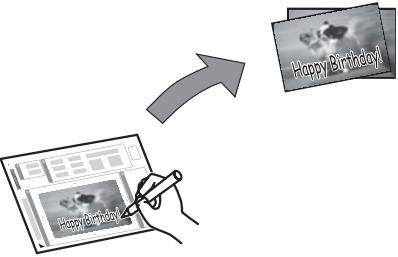

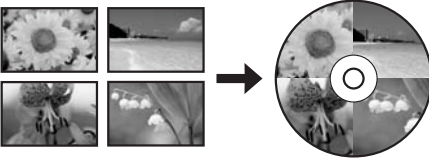
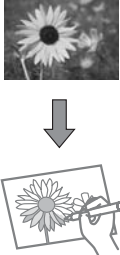
Fax Mode Menu List

Refer to the section below for the Fax mode menu list.

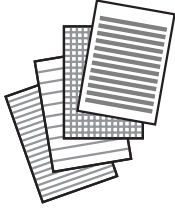

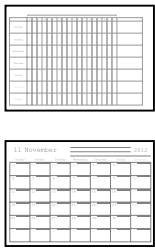
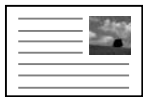
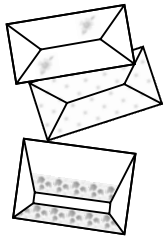
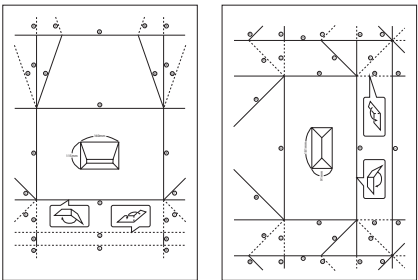
➔ [“Fax Mode” on page 118](#)

More Functions

More Functions provides you with many special menus that make printing easy and fun! For more details, select More Functions, select each menu, and then follow the instructions on the LCD screen.

Menu		Functions
Copy/Restore Photos		<p>You can make faithful copies of your originals. If your original photo is faded, you can restore color to bring it back to life.</p>
Photo Layout Sheet		<p>You can print your photos on a memory card in various layouts.</p>
Greeting Card		<p>You can create custom cards with handwritten messages by using an A4 template. First print a template, write your message, and then scan the template to print your cards.</p>
Copy to CD/DVD		<p>You can copy your photo or CD/DVD label onto a CD/DVD label. The image is automatically cropped and resized to fit the CD/DVD label.</p>
Print on CD/DVD		<p>You can create CD/DVD labels from photos on a memory card without using a computer.</p>
Coloring Book*		<p>You can create a coloring sheet from your photos or line drawings.</p>

More Functions

Menu		Functions
Lined Papers		<p>You can print lined paper, graph paper, and music paper. Follow the on-screen instructions to print.</p>
Writing Papers		<p>You can print your own lined paper with a photo set as the background. Follow the on-screen instructions to print.</p>
Calendar		<p>You can print monthly or weekly calendars. For monthly calendars, you can specify the year and month. Follow the on-screen instructions to print.</p>
Message Card		<p>You can create your own message cards with or without a photo or a pre-designed image set as the decoration.</p>
Origami Envelope		<p>You can create original envelopes with or without pre-designed images set as the background or as decoration. Two types of envelope are available. After printing, fold the paper following the instruction sheet that can be printed from the Origami Envelope Instruction menu.</p> <p>(⇒ "Printing origami envelopes" on page 111)</p>
Origami Envelope Instruction		<p>You can print an instruction sheet that shows you how to fold the paper you printed using the Origami Envelope function into an envelope.</p> <p>(⇒ "Printing origami envelopes" on page 111)</p>


* Only use the **Coloring Book** function for drawings and pictures that you created yourself. When using copyrighted materials, make sure you stay within the range of laws governing printing for personal use.

Printing origami envelopes

You can create original envelopes with or without pre-designed symbols or patterns as the background or as decoration. Two types of envelope are available. After printing, fold the paper following the instruction sheet that can be printed from the **Origami Envelope Instruction** menu.

- 1 Select **More Functions**.
- 2 Select **Personal Stationery**.
- 3 Select **Origami**.
- 4 Select **Origami Envelope**.
- 5 Select an icon.
- 6 Select whether or not to print fold lines on the envelope.
- 7 Select the image position.
- 8 Select an envelope size.
- 9 Load A4 size paper to print envelopes.
(→ [“Into the paper cassette 2” on page 29](#))
- 10 Set the number of copies.
- 11 Press \diamond to start printing the origami envelope.
- 12 If you select **Yes** when a message is displayed asking whether or not you want to continue printing, go back to step 10. If you select **No**, go to the next step.
- 13 Select **Origami Envelope Instruction**.
- 14 Select an envelope size.
- 15 Load A4 size paper to print an origami envelope instruction sheet.
(→ [“Into the paper cassette 2” on page 29](#))
- 16 Set the number of copies.

More Functions

17 Press  to start printing the origami envelope instruction sheet.

18 Use the origami envelope instruction sheet to make the folds for the origami envelope in the correct order.

Note:

Place the instruction sheet on top of your envelope and fold both sheets together. When finished, unfold them and remove the instruction sheet. After that, fold the envelope only, using the creases in the paper as a guide.

More Functions mode menu list

Refer to the section below for the More Functions mode menu list.

➔ [“More Functions Mode” on page 119](#)

Menu List of Control Panel

You can use this product as a printer, copier, scanner, and fax. When using one of these functions, except the printer function, select your desired function by pressing the corresponding Mode button on the control panel. Each mode's main screen appears as you select the mode.

Note:

Depending on the other settings selected in the mode, not all options or settings may be available.

Copy Mode

XP-710 Series/XP-810 Series

Menu	Setting and Options
Color, B&W	
Density	-4 to +4
2-Sided Copying	1>1-Sided, 2>2-Sided* ¹ , 1>2-Sided, 2>1-Sided* ¹
Layout	With Border, Borderless* ² , A4, 2-up Copy, A4, Book/2-up, Book/2-Sided
Reduce/Enlarge	Custom Size, Actual Size, Auto Fit Page, 10x15cm->A4, A4->10x15cm, 13x18->10x15, 10x15->13x18, A5->A4, A4->A5
Paper Size	A4, A5, 10x15cm(4x6in), 13x18cm(5x7in)
Paper Type	Plain Paper, Matte, Prem. Glossy, Ultra Glossy, Glossy, Photo Paper
Paper Source	Cassette 1, Cassette 2, Rear Paper Feed Slot
Document Type	Text, Text & Image, Photo
Quality	Draft* ³ , Standard, Best
Document Orientation	Portrait, Landscape
Binding Direction* ¹	Left, Top
Binding Margin	Left, Top
Expansion	Standard, Medium, Minimum
Dry Time	Standard, Long, Longer
Clear All Settings	

*¹This function is only available for XP-810 Series.

*²Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*³For users in Belgium, draft mode is not available.

Menu List of Control Panel

XP-610 Series

Menu	Setting and Options	
Color, B&W		
Paper and Copy Settings	Density	-4 to +4
	2-Sided Copying	1>1-Sided, 1>2-Sided
	Layout	With Border, Borderless* ¹ , A4, 2-up Copy, A4, Book/2-up, Book/2-Sided
	Reduce/Enlarge	Custom Size, Actual Size, Auto Fit Page, 10x15cm->A4, A4->10x15cm, 13x18->10x15, 10x15->13x18, A5->A4, A4->A5
	Paper Size	A4, A5, 10x15cm(4x6 in), 13x18cm(5x7 in)
	Paper Type	Plain Paper, Matte, Prem. Glossy, Ultra Glossy, Glossy, Photo Paper
	Paper Source	Cassette 1, Cassette 2
	Document Type	Text, Text & Image, Photo
	Quality	Draft* ² , Standard, Best
	Document Orientation	Portrait, Landscape
	Binding Margin	Left, Top
	Expansion	Standard, Medium, Minimum
	Dry Time	Standard, Long, Longer

*1 Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*2 For users in Belgium, draft mode is not available.

Print Photos Mode**XP-710 Series/XP-810 Series**

Menu	Setting and Options	
Browse	Browse by Date	
	Cancel Browse	
Select Photos	Select All Photos	
	Cancel Photo Selection	
Select Location	Select Folder	
	Select Group	

Menu List of Control Panel

Menu	Setting and Options	
Print Settings	Paper Size	10x15cm(4x6in), 13x18cm(5x7in), 16:9 Wide, A4, 100x148mm
	Paper Type	Prem. Glossy, Ultra Glossy, Glossy, Photo Paper, Plain Paper, Matte, Photo Sticker
	Paper Source	Cassette 1, Cassette 2, Cassette 1->2, Rear Paper Feed Slot
	Borderless	Borderless* ¹ , With Border
	Quality	Draft* ² , Standard, Best
	Expansion	Standard, Medium, Minimum
	Date	Off, yyyy.mm.dd, mm.dd.yyyy, dd.mm.yyyy
	Print Info. On Photos	Off, Camera Settings, Camera Text, Landmark
	Fit Frame	On, Off
	Bidirectional	On, Off
Clear All Settings		
Edit Photos	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ³ , Brightness, Contrast, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Crop/Zoom	

*1 Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*2 For users in Belgium, draft mode is not available.

*3 This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

XP-610 Series

Menu	Setting and Options	
Browse	Browse by Date	
	Cancel Browse	
Select Photos	Select All Photos	
	Cancel Photo Selection	
Display Mode	1-up	
	1-up without Information	
	9-up	

Menu List of Control Panel

Menu	Setting and Options	
Print Settings	Paper Size	10x15cm(4x6in), 13x18cm(5x7in), 16:9 Wide, A4, 100x148mm
	Paper Type	Prem. Glossy, Ultra Glossy, Glossy, Photo Paper, Plain Paper, Matte, Photo Sticker
	Paper Source	Cassette 1, Cassette 2, Cassette 1>2
	Borderless	Borderless ^{*1} , With Border
	Quality	Draft ^{*2} , Standard, Best
	Expansion	Standard, Medium, Minimum
	Date	Off, yyyy.mm.dd, mm.dd.yyyy, dd.mm.yyyy
	Print Info. On Photos	Off, Camera Text, Landmark
	Fit Frame	On, Off
	Bidirectional	On, Off
Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye ^{*3} , Brightness, Contrast, Sharpness, Saturation	
Filter	Off, Sepia, B&W	
Crop/Zoom		

*1 Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*2 For users in Belgium, draft mode is not available.

*3 This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

Menu List of Control Panel

Scan Mode

XP-710 Series/XP-810 Series

Menu	Setting item and Description	
Scan to Memory Card	JPG, PDF	
	Color, B&W	
	Contrast	-4 to +4
	2-Sided Scanning* ¹	Off, On
	Scan Area	A4, Auto Cropping, Max Area
	Document	Text, Photograph
	Resolution	200dpi, 300dpi, 600dpi
	Document Orientation	Portrait, Landscape
	Binding Direction* ¹	Left, Top
	Clear All Settings	
Scan to Cloud* ¹	If you want to use the Scan to Cloud service, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9	
Scan to PC (JPEG)	➔ "Basic Scanning from the Control Panel" on page 74	
Scan to PC (PDF)		
Scan to PC (Email)		
Scan to PC (WSD)* ²		

*1 This function is only available for XP-810 Series.

*2 This feature is only available for English versions of Windows 8, 7 or Vista.

XP-610 Series

Menu	Setting item and Description	
Scan to Memory Card	Format	JPEG, PDF
	Color	Color, B&W
	Scan Area	A4, Auto Cropping, Max Area
	Document	Text, Photograph
	Resolution	200dpi, 300dpi, 600dpi
	Contrast	-4 to +4
	Document Orientation	Portrait, Landscape

Menu List of Control Panel

Menu	Setting item and Description
Scan to Cloud	If you want to use the Scan to Cloud service, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9
Scan to PC (JPEG)	➔ "Basic Scanning from the Control Panel" on page 74
Scan to PC (PDF)	
Scan to PC (Email)	
Scan to PC (WSD)*	

* This feature is only available for English versions of Windows 8, 7 or Vista.

Fax Mode

Note:

This function is only available for XP-810 Series

Menu	Setting item and Description
Resolution	Select this option to change the resolution for fax data you are sending.
Contrast	Select this option to change the contrast for fax data you are sending. When sending text-based document, select Auto .
2-Sided Faxing	Turn on when sending 2-sided originals in the ADF.
Direct Send	Select this to send a monochrome fax to a single recipient as soon as the connection is made without letting the product save the scanned image in its memory. You cannot use this option when sending to multiple recipients or color fax.
Send Preview	Select this to view scanned image before starting to send the fax. This option is disabled when sending a color fax, or when sending a monochrome fax with the Direct Send option enabled.
Clear All Settings	Returns the fax send settings to their default.
Send Fax Later	➔ "Sending a fax at a specified time" on page 103
Broadcast Fax	➔ "Sending faxes by broadcasting" on page 102
Polling	➔ "Receive a fax by polling" on page 107
Open Inbox	➔ "Viewing received faxes on the LCD screen" on page 106
Reprint Faxes	Reprints from the latest fax received. When the memory is full, the oldest faxes are erased first.

Menu List of Control Panel

Menu	Setting item and Description	
Fax Report	Fax Settings List	Prints the current fax settings.
	Fax Log	Prints or displays the communication log.
	Last Transmission	Prints a communication log for the previous transmission or the previous polling results received.
	Contact List	Prints the Contact list.
	Speed Dial List	Prints the speed dial list.
	Group Dial List	Prints the group dial list.
	Protocol Trace	Prints the protocol for the latest communication.

More Functions Mode

XP-710 Series/XP-810 Series

Menu	Setting and Options	
Copy/Restore Photos	Off, On	
	Paper and Copy Settings	Paper Size, Paper Type, Paper Source, Borderless ^{*1} , Expansion
	Photo Adjustments	Enhance
	Filter	Off, B&W
	Crop/Zoom	

Menu List of Control Panel

Menu	Setting and Options	
Photo Layout Sheet	2-up, 4-up, 8-up, 20-up, Sticker 16-up, Upper 1/2, Lower 1/2, Photo ID, Jewel Upper, Jewel Index, P.I.F.	
	Paper Size	10x15cm(4x6in), 13x18cm(5x7in), 16:9 wide, A4, A6, 100x148mm
	Paper Type	Prem. Glossy, Ultra Glossy, Glossy, Photo Paper, Plain Paper, Matte, Photo Sticker, PhotoSticker16
	Automatic Layout, Place Photos Manually	
	Browse	Browse by Date, Cancel Browse
	Select Photos	Select All Photos, Cancel Photo Selection
	Select Location	Select Folder, Select Group
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Contrast, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Crop/Zoom	
	Print Settings	Paper Source, Quality, Expansion, Date, Print Info. On Photos, Fit Frame, Bidirectional
Greeting Card	Select Photo and Print Template, Print Greeting Cards from Template	
	Browse	Browse by Date, Cancel Browse
	Select Location	Select Folder, Select Group
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Contrast, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Paper Size	10x15cm(4x6in)
	Paper Type	Ultra Glossy, Prem. Glossy, Glossy, Photo Paper
	Layout	Borderless* ¹ , Upper 1/2, Lower 1/2
	Frame	Off, Oval, Oval - Soft Edge
Copy to CD/DVD	Print on a CD/DVD, Test Print on A4 paper	
	Document Type	Text & Image, Photo
	Quality	Standard, Best

Menu List of Control Panel

Menu	Setting and Options	
Print on CD/DVD	Print Layout	CD/DVD 1-up, CD/DVD 4-up, CD/DVD Variety
	Automatic Layout, Place Photos Manually	
	Browse	Browse by Date, Cancel Browse
	Select Location	Select Folder, Select Group
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Crop/Zoom	
	Print on a CD/DVD, Test Print on A4 paper	
	Print Settings	CD Density
Personal Stationery	Lined Papers	Wide Rule, Thin Rule, Graph Rule, Music Paper
	Writing Papers	Horizontal Rule, Vertical Rule, Without Rule
	Calendar	Weekly, Monthly
	Message Card	Plain Paper, Matte
	Origami	Origami Envelope, Origami Envelope Instruction ➔ "Printing origami envelopes" on page 111
Coloring Book	Photo or Drawing on Scanner Glass, Photo on Memory Card	
	Browse	Browse by Date, Cancel Browse
	Select Location	Select Folder, Select Group
	Print Settings	Paper Settings, Paper Source, Density, Line Detection

*1 Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*2 This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

XP-610 Series

Menu	Setting and Options	
Copy/Restore Photos	Color Restoration	Off, On
	Display Mode	1-up, 1-up without Information
	Paper and Copy Settings	Paper Size, Paper Type, Paper Source, Borderless* ¹ , Expansion
	Photo Adjustments	Enhance
	Filter	Off, B&W
	Crop/Zoom	

Menu List of Control Panel

Menu	Setting and Options	
Photo Layout Sheet	2-up, 4-up, 8-up, 20-up, Sticker 16-up, Upper 1/2, Lower 1/2, Photo ID, Jewel Upper, Jewel Index, P.I.F.	
	Paper Size	10x15cm(4x6in), 13x18cm(5x7in), 16:9 wide, A4, A6, 100x148mm
	Paper Type	Prem. Glossy, Ultra Glossy, Glossy, Photo Paper, Plain Paper, Matte, Photo Sticker, PhotoSticker16
	Layout Method	Automatic Layout, Place Photos Manually
	Browse	Browse by Date, Cancel Browse
	Select Photos	Select All Photos, Cancel Photo Selection
	Display Mode	1-up, 1-up without Information, 9-up
	Print Settings	Paper Source, Quality, Expansion, Date, Fit Frame, Bidirectional
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Contrast, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Crop/Zoom	
Print Photo Greeting Card	Select Photo and Print Template, Print Greeting Cards from Template	
	Browse	Browse by Date, Cancel Browse
	Display Mode	1-up, 1-up without Information, 9-up
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Contrast, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Paper Size	10x15cm(4x6in)
	Paper Type	Ultra Glossy, Prem. Glossy, Glossy, Photo Paper
	Layout	Borderless* ¹ , Upper 1/2, Lower 1/2
	Frame	Off, Oval, Oval - Soft Edge
Copy to CD/DVD	Print on a CD/DVD, Test Print on A4 paper	
	Select the color	Color, B&W
	Paper and Copy Settings	Density, Document Type, Quality
	Preview	

Menu List of Control Panel

Menu	Setting and Options	
Print on CD/DVD	CD/DVD 1-up, CD/DVD 4-up, CD/DVD Variety	
	Automatic Layout, Place Photos Manually	
	Browse	Browse by Date, Cancel Browse
	Display Mode	1-up, 1-up without Information, 9-up
	Print Settings	CD Density
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye* ² , Brightness, Sharpness, Saturation
	Filter	Off, Sepia, B&W
	Crop/Zoom	
	Print on a CD/DVD, Test print on A4 paper	
Personal Stationery	Lined Papers	Wide Rule, Thin Rule, Graph Paper, Music Paper
	Writing Papers	Horizontal Rule, Vertical Rule, Without Rule
	Calendar	Weekly, Monthly
	Message Card	Plain Paper, Matte
	Origami	Origami Envelope, Origami Envelope Instruction ➡ "Printing origami envelopes" on page 111
Coloring Book	Photo or Drawing on Scanner Glass, Photo on Memory Card	
	Browse	Browse by Date, Cancel Browse
	Display Mode	1-up, 9-up
	Print Settings	Paper Settings, Paper Source, Density, Line Detection

*1 Your image is slightly enlarged and cropped to fill the sheet of paper. Print quality may decline in the top and bottom areas of the printout, or the area may be smeared when printing.

*2 This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

Menu List of Control Panel

Wi-Fi Setup Mode

XP-710 Series/XP-810 Series

Menu	Description
Wi-Fi/Network Status	For details on the setting items, see the online Network Guide.
Wi-Fi Setup Wizard	
Push Button Setup (WPS)	
PIN Code Setup (WPS)	
Wi-Fi Auto Connect	
Disable Wi-Fi	Network problems may be resolved by disabling or initializing the Wi-Fi settings, and then making the settings again. For details, see the online Network Guide.
Wi-Fi Direct Routerless Setup	For details on the setting items, see the online Network Guide.

XP-610 Series

Menu	Description
Wi-Fi Setup Wizard	For details on the setting items, see the online Network Guide.
Push Button Setup (WPS)	
PIN Code Setup (WPS)	
Wi-Fi Direct Routerless Setup	
Wi-Fi Auto Connect	
Wi-Fi Status	
Disable Wi-Fi	Network problems may be resolved by disabling or initializing the Wi-Fi settings, and then making the settings again. For details, see the online Network Guide.

Setup Mode

XP-710 Series/XP-810 Series

Menu	Setting Item and Description	
Ink Levels	-	Checks the status of ink cartridges.

Menu List of Control Panel

Menu	Setting Item and Description	
Maintenance	Nozzle Check	Prints a nozzle check pattern to check the condition of the print head.
	Head Cleaning	Cleans the print head to improve the condition of the print head.
	Print Head Alignment	Adjusts the alignment of the print head.
	Ink Cartridge(s) Replacement	Replaces ink cartridges.
Printer Setup	CD/DVD	Adjusts the print position.
	Stickers	Adjusts the print position.
	Thick Paper	Turn on when printing on thick paper.
	Sound	Button Press, Error Notification, Volume
	Quiet Mode	Off, On
	Screen Saver	Off, Memory Card Data
	Power Off Timer* ¹	➔ "Using the control panel" on page 154
	Sleep Timer	
Clear All Settings		
Basic Setup	Date/Time* ²	➔ "Setting/Changing Time and Region" on page 152
	Daylight Saving Time* ²	Off, On
	Country/Region* ²	➔ "Setting/Changing Time and Region" on page 152
	Language	-
Wi-Fi/Network Settings	Wi-Fi/Network Status	You can see the Printer Name, current network settings and you can also print a network status sheet.
	Wi-Fi Setup	See the online Network Guide. You can access the Wi-Fi Setup menus directly by selecting Wi-Fi Setup on the LCD screen.
	Manual Wi-Fi/Network Setup	
	Wi-Fi/Network Connection Check	You can check the network connection status, and print the report. If there is any problem with the connection, the report helps you find the solution.
Epson Connect Services	Status	You can check whether your printer is registered or connected to Epson Connect service. For instructions on use, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9
	Email Address	You can see your e-mail address registered in Epson Connect.
	Suspend/Resume	Suspend/resume all Epson Connect services.
	Restore Default Settings	Delete your registered printer and initializes Epson Connect settings to the factory default settings.

Menu List of Control Panel

Menu	Setting Item and Description	
Google Cloud Print Services	Status	You can check whether your printer is registered or connected to Google Cloud Print service. For instructions on use, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9
	Suspend/Resume	Suspend/resume all Google Cloud Print services.
	Restore Default Settings	Delete your registered printer and initializes Google Cloud Print settings to the factory default settings.
File Sharing Setup	USB, Wi-Fi/Network	Select which type of computer you want to give write access to the memory card. You can select a USB-connected or a networked computer.
Home NW Print Settings	Print Settings	Paper Size, Paper Type, Paper Source, Quality, Bidirectional, CD Inner/Outer, CD Density, Clear All Settings
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye ^{*3} , Filter, Brightness, Contrast, Sharpness, Saturation, Clear All Settings
Fax Settings ^{*2}	➔ "Setup Mode - Fax Settings" on page 129	
External Device Setup	Print Settings	Paper Size, Paper Type, Paper Source, Layout, Quality, Expansion, Date, Print Info. On Photos, Fit Frame, Bidirectional, CD Inner/Outer, CD Density, Clear All Settings
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye ^{*3} , Filter, Brightness, Contrast, Sharpness, Saturation, Clear All Settings
Guide Functions	Paper Size Alert	On, Off
	Document Alert	On, Off
	Auto Selection Mode	Memory Card, Document Cover, Auto Document Feeder ^{*2}
	All Functions	On, Off
	Clear All Settings	

Menu List of Control Panel

Menu	Setting Item and Description	
Restore Default Settings	Fax Send/Receive Settings* ²	Initializes Fax Send/Receive Settings to the factory default settings.
	Fax Data Settings* ²	Initializes Fax Data Settings to the factory default settings.
	Wi-Fi/Network Settings	Initializes Wi-Fi/Network Settings to the factory default settings.
	All Except Wi-Fi/Network Settings* ¹	Initializes all settings except for Wi-Fi/Network Settings to the factory default settings.
	All Except Wi-Fi/Network & Fax Settings* ¹	Initializes all settings except for Wi-Fi/Network & Fax Settings to the factory default settings.
	All Settings	Initializes all settings to the factory default settings.

*1 This function is only available for XP-710 Series.

*2 This function is only available for XP-810 Series.

*3 This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

XP-610 Series

Menu	Setting Item and Description	
Ink Levels	-	Checks the status of ink cartridges.
Maintenance	Nozzle Check	Prints a nozzle check pattern to check the condition of the print head.
	Head Cleaning	Cleans the print head to improve the condition of the print head.
	Print Head Alignment	Adjusts the alignment of the print head.
	Ink Cartridge(s) Replacement	Replaces ink cartridges.
Printer Setup	CD/DVD	Adjusts the print position.
	Stickers	Adjusts the print position.
	Thick Paper	Turn on when printing on thick paper.
	Sound	Button Press, Error Notification, Volume
	Quiet Mode	Off, On
	Screen Saver	Off, Memory Card Data
	Power Off Timer	➔ "Using the control panel" on page 154
	Sleep Timer	
	Language	-

Menu List of Control Panel

Menu	Setting Item and Description	
Wi-Fi/Network Settings	Wi-Fi Setup	See the online Network Guide. You can access the Wi-Fi Setup menus directly by selecting Wi-Fi Setup on the LCD screen.
	Manual Wi-Fi Setup	
	Connection Check	You can check the network connection status, and print the report. If there is any problem with the connection, the report helps you find the solution.
	Wi-Fi Status	You can see the Printer Name, current network settings and you can also print a network status sheet.
Epson Connect Services	Status	You can check whether your printer is registered or connected to Epson Connect service. For instructions on use, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9
	Email Address	You can see your e-mail address registered in Epson Connect.
	Suspend/Resume	Suspend/resume all Epson Connect services.
	Restore Default Settings	Delete your registered printer and initializes Epson Connect settings to the factory default settings.
Google Cloud Print Services	Status	You can check whether your printer is registered or connected to Google Cloud Print service. For instructions on use, visit the Epson Connect portal site. ➔ "Using Epson Connect Service" on page 9
	Suspend/Resume	Suspend/resume all Google Cloud Print services.
	Restore Default Settings	Delete your registered printer and initializes Google Cloud Print settings to the factory default settings.
File Sharing Setup	USB, Wi-Fi/Network	Select which type of computer you want to give write access to the memory card. You can select a USB-connected or a networked computer.
External Device Setup	Print Settings	Paper Size, Paper Type, Paper Source, Layout, Quality, Expansion, Date, Print Info. On Photos, Fit Frame, Bidirectional, CD Inner/Outer, CD Density
	Photo Adjustments	Enhance, Scene Detection, Fix Red-Eye*, Filter, Brightness, Contrast, Sharpness, Saturation
Guide Functions	Paper Size Alert	On, Off
Restore Default Settings	Wi-Fi/Network Settings	Initializes Wi-Fi/Network Settings to the factory default settings.
	All Except Wi-Fi/Network Settings	Initializes all settings except for Wi-Fi/Network Settings to the factory default settings.
	All Settings	Initializes all settings to the factory default settings.

* This setting does not change your original image. It only affects your printout. Depending on the type of photo, parts of the image other than the eyes may be corrected.

Menu List of Control Panel

Setup Mode - Fax Settings

Note:

This function is only available for XP-810 Series.

Menu	Setting Item and Description	
Send Settings	Resolution	➔ "Fax Mode" on page 118
	Contrast	
	2-Sided Faxing	
	Direct Send	
	Send Preview	
Receive Settings	Auto Answer	Turn on to receive faxes automatically.
	DRD	Indicates the type of answer ring pattern you want to use to receive faxes. To select an option other than All (or Off), you must set up your phone system to use different ring patterns. This option may be On or Off depending on the region.
	Rings to Answer	Indicates the number of rings that must occur before the product automatically receives a fax. Depending on the region, this setting may not be displayed.
	Fax Output	➔ "Changing the received fax output settings" on page 100
	Remote Receive	Allows you to start receiving fax from your cordless handset whose base unit is connected to the product. ➔ "Receiving faxes manually" on page 106
Print Settings	Auto Reduction	Indicates whether large received faxes are reduced in size to fit on A4-size, or printed at their original size on multiple sheets.
	Collation Stack	Select On to print received faxes from the last page (print in descending order) so that the printed documents are stacked in the correct page order. When the product is running low on memory, this option may not be available.
	Print Inhibit Time	Select a time period to stop automatic printing of faxes or reports during that time. Received faxes are saved in the product's memory. Make sure there is enough free memory before using this function.

Menu List of Control Panel

Menu	Setting Item and Description	
Report Settings	Last Transmission Report	Indicates whether or when the product prints a report for outgoing faxes. Select Off to turn off report printing, select On Error to print reports only when an error occurs, or select On Send to print reports for every fax you send.
	Attach Image to Report	Select On(Large Image) or On(Small Image) to print the Last Transmission Report with an image of the first page of the document.
	Fax Log Auto Print	Indicates whether or when the product prints a fax log report. Select Off to turn off report printing, select On(Every 30) to print reports each time 30 fax jobs are completed, or select On(Time) to print reports at the specified time.
	Report Format	Indicates whether to print fax log reports in simple format or detailed format.
Communication	Header	➔ "Creating header information" on page 99
	Dial Tone Detection	When this is set to On , the product starts dialing after it detects a dial tone. If a dial tone detection error occurs, you can turn this off. However, doing so may drop the first digit of a fax number and send the fax to the wrong number. If you are connecting the product to a PBX phone system or terminal adapter, and the dial tone detection error occurs, change the Line Type setting to PBX. ➔ "Setting the line type" on page 96
	Fax Speed	Indicates the speed at which you transmit and receive faxes.
	ECM	Indicates whether or not to use Error Correction Mode to automatically correct fax data sent/received with errors due to the line or any other problems. Color faxes cannot be sent/received when ECM is off.
	Line Type	➔ "Setting the line type" on page 96
	Dial Mode	Indicates the type of phone system to which you have connected the product. Depending on the region, this setting may not be displayed.
Security Settings	Auto Erase Backup Data	Select On to automatically erase sent or received faxes remained in the non-volatile memory of the product.
	Erase Backup Data	Completely erases sent or received faxes remained in the non-volatile memory of the product. If you give the product to someone else or dispose of it, run this function in advance.
Check Fax Connection		Checks the status of your fax connection. ➔ "Checking the fax connection" on page 97

Menu List of Control Panel

Help Mode

XP-710 Series/XP-810 Series

Menu	Options
How to ...	Navigate Using the Touch Screen
	Load Paper in the Rear Paper Feed Slot
	Load Paper in the Paper Cassette 1
	Load Paper in the Paper Cassette 2
	Load an Envelope in the Rear Paper Feed Slot
	Load Envelopes in the Paper Cassette
	Load a CD/DVD
	Place a Document in the ADF*
	Place a Document on the Scanner Glass
	Insert/Remove a Memory Card/USB Flash Drive
	Adjust the Angle of the Control Panel
Ink Cartridges	Check Ink Cartridges Status
	Replace Ink Cartridge(s)
Troubleshooting	Cannot Connect to a Wi-Fi
	Paper Feeding Incorrectly
	Poor Print Quality
	Cannot Send or Receive Fax*
	Cannot Scan to PC
Icon List	

* This function is only available for XP-810 Series.

Menu List of Control Panel

XP-610 Series


Menu	Options
How to ...	Load Paper in the Paper Cassette 1
	Load Paper in the Paper Cassette 2
	Load Envelopes in the Paper Cassette
	Load a CD/DVD
	Place a Document on the Scanner Glass
	Insert/Remove a Memory Card/USB Flash Drive
	Adjust Angle of Control Panel
Ink Cartridges	Check Ink Cartridges Status
	Replace Ink Cartridge(s)
Troubleshooting	Cannot Connect to a Wi-Fi
	Paper Feeding Incorrectly
	Poor Print Quality
	Cannot Scan to PC
Icon List	

Quiet Mode

Menu	Settings
Quiet Mode	Off
	On

Ink Cartridge Information

You can use the following ink cartridges with this product:

XP-610 XP-615 XP-710 XP-810	Polar Bear 	Black	Photo Black	Cyan	Magenta	Yellow
		26 26XL	26 26XL	26 26XL	26 26XL	26 26XL

For Australia/New Zealand

XP-610 XP-710	Black	Photo Black	Cyan	Magenta	Yellow
	273 273XL	273 273XL	273 273XL	273 273XL	273 273XL

* For information on Epson's ink cartridge yields, visit the following website.
<http://www.epson.eu/pageyield>

Note:

Not all cartridges are available in all regions.

Color	Black, Photo Black, Cyan, Magenta, Yellow
Cartridge life	For best results, use up ink cartridge within six months of opening the package.
Temperature	Storage: -20 to 40 °C (-4 to 104 °F) 1 month at 40 °C (104 °F) Freezing: * -16 °C (3.2 °F)

* Ink thaws and is usable after approximately 3 hours at 25 °C (77 °F).

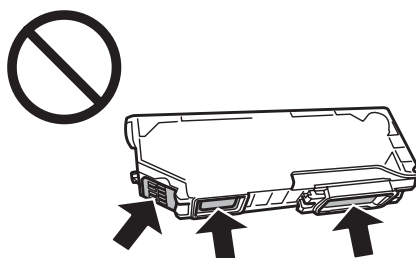
Replacing Ink Cartridges

Ink Cartridge Safety Instructions, Precautions, and Specifications

Safety instructions

Observe the following when handling the ink cartridges:

- ❑ Keep ink cartridges out of the reach of children.
- ❑ Be careful when you handle used ink cartridges, as there may be some ink around the ink supply port.
If ink gets on your skin, wash the area thoroughly with soap and water.
If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems continue after a thorough flushing, see a doctor immediately.
If ink gets into your mouth, spit it out immediately and see a doctor right away.
- ❑ If you remove the cartridge from the product for later use or to dispose of it, make sure you put the cap back on the cartridge's ink supply port to prevent ink from drying out or to prevent surrounding areas from getting smeared by ink.
- ❑ Do not push hard or squeeze the ink cartridges, or be careful not to drop them. Doing so may cause ink leakage.
- ❑ Do not disassemble or remodel the ink cartridge, otherwise you may not be able to print normally.
- ❑ Do not touch the sections shown in the illustration. Doing so may prevent normal operation and printing.



- ❑ Do not leave the product with the ink cartridges removed or do not turn off the product during cartridge replacement. Otherwise, ink remaining in the print head nozzles will dry out and you may not be able to print.

Precautions on ink cartridge replacement

Read all of the instructions in this section before replacing the ink cartridges.

- ❑ Epson recommends the use of genuine Epson ink cartridges. Epson cannot guarantee the quality or reliability of non-genuine ink. The use of non-genuine ink may cause damage that is not covered by Epson's warranties, and under certain circumstances, may cause erratic product behavior. Information about non-genuine ink levels may not be displayed.

Replacing Ink Cartridges

- ❑ Gently shake the black ink cartridge four or five times before opening the package. The color cartridges and photo black cartridge does not require shaking.
- ❑ Do not shake ink cartridges too vigorously; otherwise ink may leak from the cartridge.
- ❑ This product uses ink cartridges equipped with an IC chip that monitors information such as the amount of remaining ink for each cartridge. This means that even if the cartridge is removed from the product before it is expended, you can still use the cartridge after reinserting it back into the product. However, when reinserting a cartridge, some ink may be consumed to guarantee product performance.
- ❑ To maintain optimum print head performance, some ink is consumed from all cartridges not only during printing but also during maintenance operations such as ink cartridge replacement and print head cleaning.
- ❑ Be careful not to let dust or any objects get inside the ink cartridge holder. Anything inside the holder may adversely affect the printing results or result in an inability to print.
- ❑ For maximum ink efficiency, only remove an ink cartridge when you are ready to replace it. Ink cartridges with low ink status may not be used when reinserted.
- ❑ Do not open the ink cartridge package until you are ready to install it in the product. The cartridge is vacuum packed to maintain its reliability. If you leave a cartridge unpacked for a long time before using it, normal printing may not be possible.
- ❑ Install all ink cartridges; otherwise, you cannot print.
- ❑ When color ink is expended and black ink still remains, you can continue printing temporarily with black ink only. For more information refer to [“Temporary Printing with Black Ink When Color Ink Cartridges or a Photo Black Ink Cartridge are Expended”](#) on page 139.
- ❑ If an ink cartridge is running low, prepare a new ink cartridge.
- ❑ 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 in a cool, dark place.
- ❑ You cannot use the cartridges that came with your product for the replacement.

Ink Cartridge Specifications

- ❑ Epson recommends using the ink cartridge before the date printed on the package.
- ❑ The ink cartridges packaged with your product are partly used during initial setup. In order to produce high quality printouts, the print head in your product will be fully charged with ink. This one-off process consumes a quantity of ink and therefore these cartridges may print fewer pages compared to subsequent ink cartridges.
- ❑ Quoted yields may vary depending on the images that you are printing, the paper type that you are using, the frequency of your prints and environmental conditions such as temperature.
- ❑ To ensure you receive premium print quality and to help protect your print head, a variable ink safety reserve remains in the cartridge when your product indicates to replace the cartridge. The yields quoted for you do not include this reserve.
- ❑ Although the ink cartridges may contain recycled materials, this does not affect product function or performance.

Replacing Ink Cartridges

- ❑ When printing in monochrome or grayscale, color inks instead of black ink may be used depending on the paper type or print quality settings. This is because a mixture of color inks is used to create black.

Checking the Ink Cartridge Status

For Windows

Note:

- ❑ *Epson cannot guarantee the quality or reliability of non-genuine ink. If non-genuine ink cartridges are installed, the ink cartridge status may not be displayed.*
- ❑ *When an ink cartridge is running low, the Low Ink Reminder screen automatically appears. You can also check the ink cartridge status from this screen. If you do not want to display this screen, first access the printer driver and then click the **Maintenance** tab, the **Extended Settings** button, and then the **Monitoring Preferences** button. On the Monitoring Preferences screen, clear the **See Low Ink Reminder alerts** check box.*
- ❑ *If an ink cartridge is running low, prepare a new ink cartridge.*

To check the ink cartridge status, do one of the following:

- ❑ Double-click the product shortcut icon on your Windows taskbar. To add a shortcut icon to the taskbar, see the following section:
 - ➔ [“From the shortcut icon on the taskbar” on page 53](#)

Replacing Ink Cartridges

- ❑ Open the printer driver, click the **Maintenance** tab, then click the **EPSON Status Monitor 3** button. A graphic displays the ink cartridge status.



Note:

- ❑ If EPSON Status Monitor 3 does not appear, access the printer driver and click the **Maintenance** tab and then the **Extended Settings** button. In the Extended Settings window, check the **Enable EPSON Status Monitor 3** check box.
- ❑ The ink levels displayed are an approximate indication.

For Mac OS X

Note:

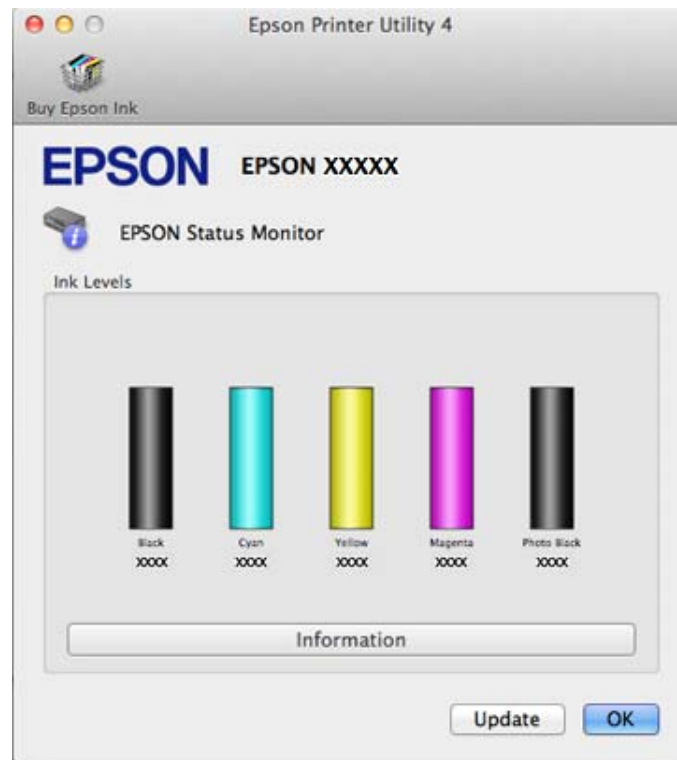
If an ink cartridge is running low, prepare a new ink cartridge.

You can check the ink cartridge status using EPSON Status Monitor. Follow the steps below.

- 1 Access the Epson Printer Utility 4.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)

Replacing Ink Cartridges

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



Note:

- The graphic displays the ink cartridge status when EPSON Status Monitor was first opened. To update the ink cartridge status, click **Update**.
- Epson cannot guarantee the quality or reliability of non-genuine ink. If non-genuine ink cartridges are installed, the ink cartridge status may not be displayed.
- The ink levels displayed are an approximate indication.

Using the control panel

- Enter **Setup** mode from the Home menu.
- Select **Ink Levels**.

Note:

The ink levels displayed are an approximate indication.

Replacing Ink Cartridges

Temporary Printing with Black Ink When Color Ink Cartridges or a Photo Black Ink Cartridge are Expended

When color ink or photo black ink is expended and black ink still remains, you can continue printing for a short time using only black ink. However, you should replace the expended ink cartridge(s) as soon as possible. See the following section to continue printing temporarily with black ink.

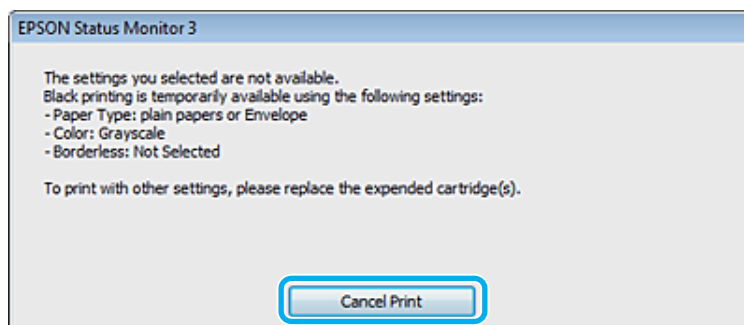
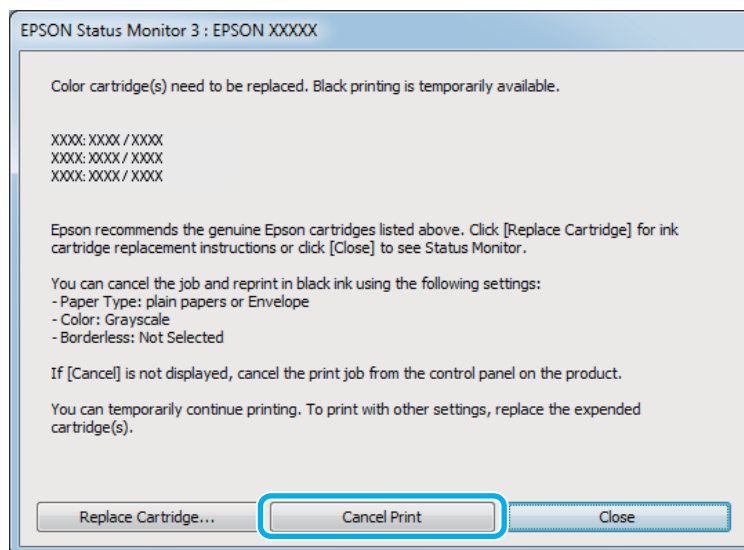
Note:

- This feature is not available when photos and documents are printed or copied directly from the printer without using a computer.
- The actual amount of time will vary depending on the usage conditions, images printed, print settings, and frequency of use.

For Windows

Follow the steps below to continue printing temporarily with black ink.

- 1** When EPSON Status Monitor 3 tells you to cancel your print job, click **Cancel** or **Cancel Print** to cancel your print job.



Replacing Ink Cartridges

Note:

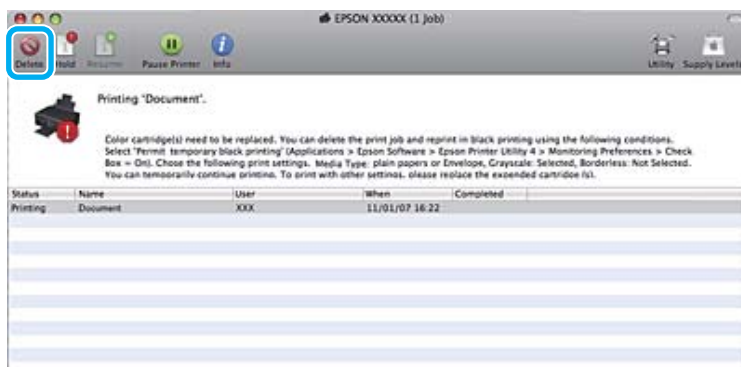
If the error stating that a color ink cartridge or a photo black ink cartridge is expended originates with another computer on the network, you may need to cancel the print job at the product.

- 2 Load plain paper or envelope.
- 3 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 4 Click the Main tab, and make suitable settings.
- 5 Select **plain papers** or **Envelope** as the Type setting.
- 6 Select the **Grayscale** check box in **Advanced** window.
- 7 Click **OK** to close the printer settings window.
- 8 Print your file.
- 9 EPSON Status Monitor 3 is displayed on your computer screen again. Click **Print in Black** to print with black ink.

For Mac OS X

Follow the steps below to continue printing temporarily with black ink.

- 1 If printing can not be resumed, click the product icon in the Dock. If an error message is displayed prompting you to cancel the print job, click **Delete** and follow the steps below to reprint the document with black ink.



Note:

If the error stating that a color ink cartridge or a photo black ink cartridge is expended originates with another computer on the network, you may need to cancel the print job at the product.

Replacing Ink Cartridges

For Mac OS X 10.8:

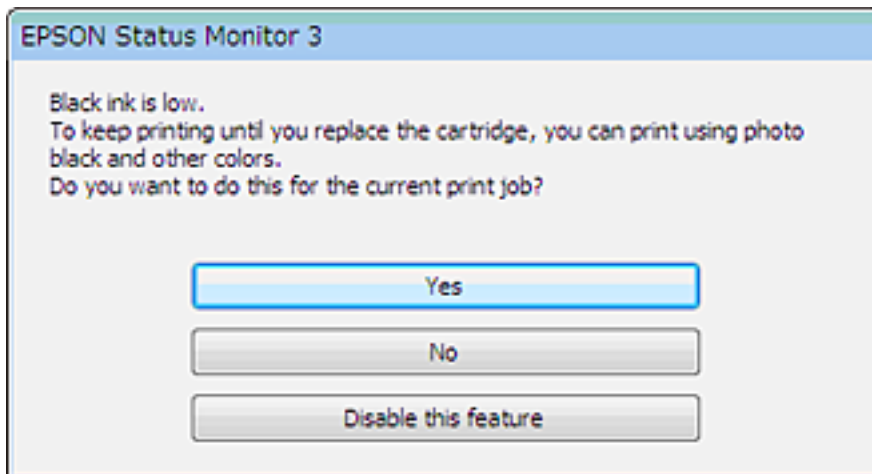
Click the  button, and if an error message appears, click **OK**. Follow the steps below to reprint the document with black ink.



- 2 Open **System Preferences**, click **Print & Scan** (Mac OS X 10.8 or 10.7) or **Print & Fax** (Mac OS X 10.6 or 10.5), and select the product from the Printers list. Next, click **Options & Supplies** and then **Driver**.
- 3 Select **On** for Permit temporary black printing.
- 4 Load plain paper or envelope.
- 5 Access the Print dialog box.
➔ “[Accessing the printer driver for Mac OS X](#)” on page 53
- 6 Click the **Show Details** button (for Mac OS X 10.8 or 10.7) or the ▼ button (for Mac OS X 10.6 or 10.5) to extend this dialog box.
- 7 Select the product you are using as the Printer setting, and then make suitable settings.
- 8 Select **Print Settings** from the pop-up menu.
- 9 Select **plain papers** or **Envelope** as the Media Type setting.
- 10 Select the **Grayscale** check box.
- 11 Click **Print** to close the Print dialog box.

Conserving Black Ink When the Cartridge is Low (For Windows Only)

The window below appears when black ink runs low and there is more color ink than black ink. It appears only when **plain papers** is selected as the paper type, and **Text** is selected as the Quality Option.




The window gives you the option to either continue using black ink normally or conserve black ink by using a mixture of color inks and photo black ink to create black.

- Click the **Yes** button to use a mixture of color inks and photo black ink to create black. The same window is displayed the next time you print a similar job.
- Click the **No** button to continue using the remaining black ink for the job you are printing. You will see the same window the next time you print a similar job, and again have the option to conserve black ink.
- Click **Disable this feature** to continue using the remaining black ink.

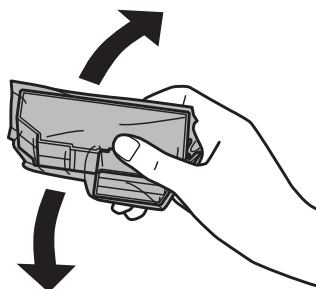
Replacing an ink cartridge

Note:

Make sure that the CD/DVD tray is not inserted in the product and that the  light is on, but not flashing.

1

For best results, gently shake only the new Black ink cartridge four or five times before opening the package.

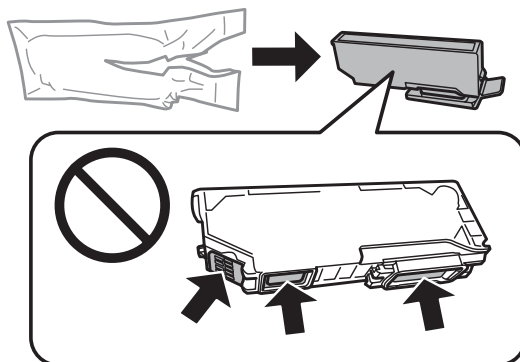


Replacing Ink Cartridges

Note:

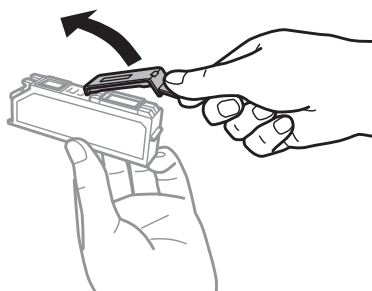
- ❑ You do not need to shake the color ink cartridges and the Photo Black ink cartridge.
- ❑ Do not shake cartridges after opening the package, as they may leak.

- 2** Remove the ink cartridge from its package and then remove the cap from the bottom of the cartridge.

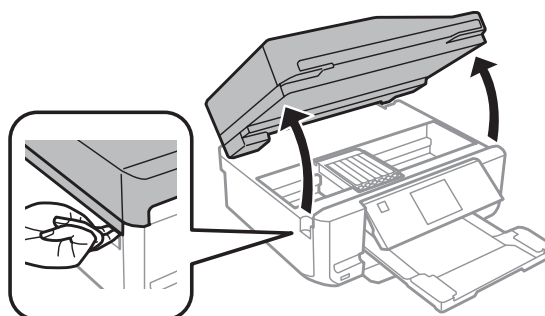


Note:

Do not touch the sections shown in the illustration. Doing so may prevent normal operation and printing.



- 3** Open the scanner unit. The ink cartridge holder moves to the ink cartridge replacement position.



Important:

Do not touch the flat white cable connected to the ink cartridge holder.

Replacing Ink Cartridges

Note:

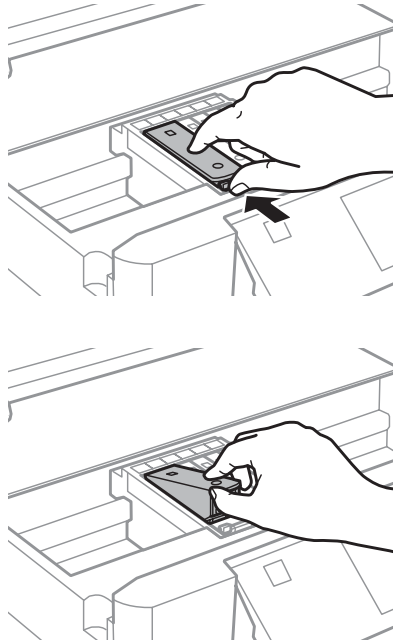
- ❑ *If the ink cartridge holder does not move to the ink cartridge replacement position, close the scanner unit and follow the instruction below.*

Home > Setup > Maintenance > Ink Cartridge(s) Replacement

- ❑ *Do not move the ink cartridge holder by hand; otherwise, you may damage the product.*

4

Push the tab to unlock the ink cartridge holder and then remove the cartridge diagonally.

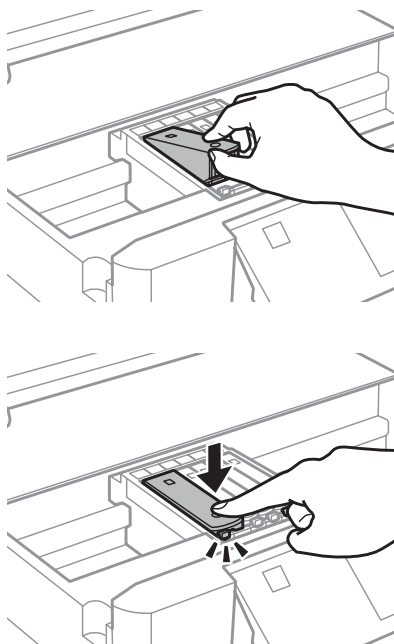


Note:

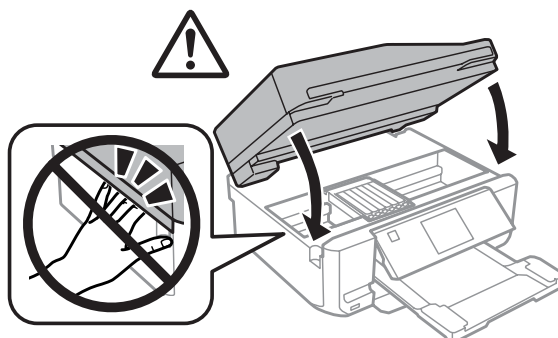
The illustration shows replacement of the cartridge on the far left. Replace the cartridge appropriate to your situation.

Replacing Ink Cartridges

- 5** Insert the ink cartridge diagonally into the cartridge holder and gently push it down until it clicks into place.



- 6** Close the scanner unit. The ink cartridge holder returns to its home position.

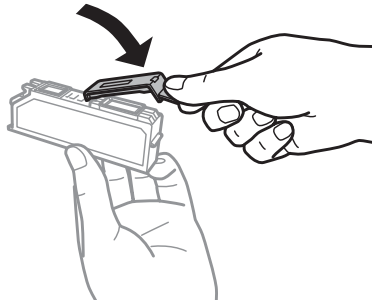



- 7** Follow the on-screen instruction.

Replacing Ink Cartridges

Note:

- ❑ *Put the cap back on to the removed cartridge's ink supply port. Dispose of the used cartridge properly.*



- ❑ *The  light continues to flash while the product is charging ink. Do not turn off the product during ink charging. If the ink charging is incomplete, you may not be able to print.*
- ❑ *Do not insert CD/DVD tray until ink charging complete.*

Maintaining Your Product and Software

Checking the Print Head Nozzles

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

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

Using the Nozzle Check utility for Windows

Follow the steps below to use the Nozzle Check utility.

- 1 Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.
- 2 Make sure that A4-size paper is loaded in the cassette 2.
- 3 Right-click the product icon on the taskbar, then select **Nozzle Check**.
If the product icon does not appear, refer to the following section to add the icon.
➔ [“From the shortcut icon on the taskbar” on page 53](#)
- 4 Follow the on-screen instructions.

Using the Nozzle Check utility for Mac OS X

Follow the steps below to use the Nozzle Check utility.

- 1 Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.
- 2 Make sure that A4-size paper is loaded in the cassette 2.
- 3 Access the Epson Printer Utility 4.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 4 Click the **Nozzle Check** icon.
- 5 Follow the on-screen instructions.

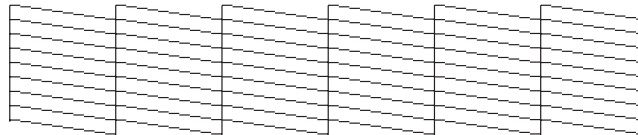
Using the control panel

Follow the steps below to check the print head nozzles using the product control panel.

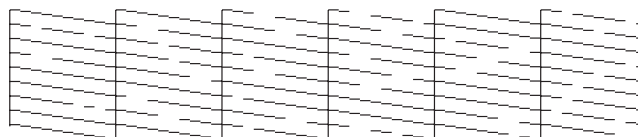
- 1 Make sure that no warnings or errors are indicated in the control panel.
- 2 Make sure that A4-size paper is loaded in the paper cassette.
- 3 Enter **Setup** mode from the Home menu.
- 4 Select **Maintenance**.
- 5 Select **Nozzle Check**.
- 6 Press \diamond to print the nozzle check pattern.

Below are two sample nozzle check patterns.

Compare the quality of the printed check page with the sample shown below. If there are no print quality problems, such as gaps or missing segments in the test lines, the print head is fine.



If any segment of the printed lines is missing, as shown below, this could mean a clogged ink nozzle or a misaligned print head.



- ➔ [“Cleaning the Print Head” on page 148](#)
- ➔ [“Aligning the Print Head” on page 150](#)

Cleaning the Print Head

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

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

Maintaining Your Product and Software

! **Important:**

- ❑ Do not open the scanner unit or turn off the product. during head cleaning. If the head cleaning is incomplete, you may not be able to print.
- ❑ Do not insert the CD/DVD tray until head cleaning is complete.

Note:

- ❑ Use the Nozzle Check utility first to confirm that the print head needs to be cleaned. This saves ink.
- ❑ To maintain print quality, we recommend printing a few pages on a regular basis.
- ❑ Because print head cleaning uses some ink from all cartridges, clean the print head only if quality declines; for example, if the printout is blurry or the color is incorrect or missing.
- ❑ When ink is low you may not be able to clean the print head. When ink is expended you cannot clean the print head. Replace the appropriate ink cartridge first.

Note only for products with fax function:

If print quality has not improved after repeating this procedure about two times, leave the product on and wait for at least six hours. Then run the nozzle check again and repeat the head cleaning if necessary. If print quality has still not improved, contact Epson support.

Note only for products without fax function:

If print quality has not improved after repeating this procedure about two times, turn the product off and wait for at least six hours. Then run the nozzle check again and repeat the head cleaning if necessary. If print quality has still not improved, contact Epson support.

Using the Head Cleaning utility for Windows

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

- 1** Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.
- 2** Right-click the product icon on the taskbar, then select **Head Cleaning**.
If the product icon does not appear, refer to the following section to add the icon.
➔ [“From the shortcut icon on the taskbar” on page 53](#)
- 3** Follow the on-screen instructions.

Using the Head Cleaning utility for Mac OS X

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

- 1** Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.

Maintaining Your Product and Software

- 2 Access the Epson Printer Utility 4.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 3 Click the **Head Cleaning** icon.
- 4 Follow the on-screen instructions.

Using the control panel

Follow the steps below to clean the print head using the product control panel.

- 1 Make sure that no warnings or errors are indicated in the control panel.
- 2 Enter **Setup** mode from the Home menu.
- 3 Select **Maintenance**.
- 4 Select **Head Cleaning**.
- 5 Press \diamond to clean the print head.

Aligning the Print Head

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

Refer to the appropriate section below.

Note:

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

Using the Print Head Alignment utility for Windows

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

- 1 Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.
- 2 Make sure A4-size paper is loaded in the cassette 2.

Maintaining Your Product and Software

- 3 Right-click the product icon on the taskbar, then select **Print Head Alignment**.
If the product icon does not appear, refer to the following section to add the icon.
➔ [“From the shortcut icon on the taskbar” on page 53](#)
- 4 Follow the on-screen instructions to align the print head.

Using the Print Head Alignment utility for Mac OS X

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

- 1 Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.
- 2 Make sure A4-size paper is loaded in the cassette 2.
- 3 Access the Epson Printer Utility 4.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- 4 Click the **Print Head Alignment** icon.
- 5 Follow the on-screen instructions to align the print head.

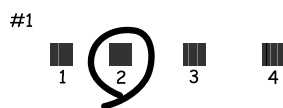
Using the control panel

Follow the steps below to align the print head using the product control panel.

- 1 Make sure that no warnings or errors are indicated in the control panel.
- 2 Make sure that A4-size paper is loaded in the paper cassette.
- 3 Enter **Setup** mode from the Home menu.
- 4 Select **Maintenance**.
- 5 Select **Print Head Alignment**.
- 6 Press \diamond to print the patterns.

Maintaining Your Product and Software

- 7** Find the most solid pattern in each of #1 to #5 groups.



- 8** Enter the pattern number for the most solid pattern in #1 group.

- 9** Repeat step 8 for the other groups (#2 to #5).

- 10** Finish aligning the print head.

Setting/Changing Time and Region

Follow the steps below to set the time and region using the product control panel.

Note:

This function is only available for fax capable models.

- 1** Enter **Setup** mode from the Home menu.

- 2** Select **Basic Setup**.

- 3** Select **Date/Time**.

- 4** Select the date format.

- 5** Set the date.

- 6** Select the time format.

- 7** Set the time.

Note:

*To select daylight saving time, set **Daylight Saving Time** to **On**.*

- 8** Select **Country/Region**.

Maintaining Your Product and Software

9 Select the region.

10 Select **Yes**.

Note:

When the power is left off for an extended period of time, the clock may be reset. Check the clock when you turn the power back on.

Saving Power

Note only for products with fax function:

- The LCD screen turns black if no operations are performed for a set period.
- The automatic function to turn off the product is not available.

Note only for products without fax function:

The product enters sleep mode or turns off automatically if no operations are performed for a set period.

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

Follow the steps below to adjust the time.

For Windows

- 1** Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 2** Click the **Maintenance** tab, and then click the **Printer and Option Information** button.
- 3** Select **Off**, **30 minutes**, **1 hour**, **2 hours**, **4 hours**, **8 hours**, or **12 hours** as the Power Off Timer setting, and click the **Send** button.
- 4** Select **3 minutes**, **5 minutes**, **10 minutes**, or **15 minutes** as the Sleep Timer setting, and click the **Send** button.
- 5** Click the **OK** button.

For Mac OS X

- 1** Access the Epson Printer Utility 4.
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)

Maintaining Your Product and Software

- 2 Click the **Printer Settings** button. The Printer Settings screen appears.
- 3 Select **Off**, **30 minutes**, **1 hour**, **2 hours**, **4 hours**, **8 hours**, or **12 hours** as the Power Off Timer setting.
- 4 Select **3 minutes**, **5 minutes**, **10 minutes**, or **15 minutes** as the Sleep Timer setting.
- 5 Click the **Apply** button.

Using the control panel

- 1 Enter **Setup** mode from the Home menu.
- 2 Select **Printer Setup**.
- 3 Select **Power Off Timer**.
- 4 Select **Off**, **30 minutes**, **1h**, **2h**, **4h**, **8h**, or **12h**.
- 5 Select **Sleep Timer**.
- 6 Select **3 minutes**, **5 minutes**, **10 minutes**, or **15 minutes**.

Quieter Printer Operations

You can make printer operations quiet without changing the print quality. However, printing speed might be reduced.

For Windows

- 1 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 2 In the **Advanced** window, select **Off**, **On**, or **Printer Setting** as the Quiet Mode.

For Mac OS X

- 1 Click **System Preferences** on the Apple menu.

Maintaining Your Product and Software

- 2 Click **Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), and then select your product from the Printers list box.
- 3 Click **Options & Supplies**, and then **Driver**.
- 4 Select **Off**, **On**, or **Printer Setting** as the Quiet Mode.

Using the control panel

- 1 Enter **Quiet Mode** from the Home menu.
- 2 Select **On** or **Off**.

Making Network Service Settings

You can make network service settings such as Epson Connect, AirPrint, or Google Cloud Print using a Web browser on your computer, smartphone, tablet PC, or laptop that is connected to the same network as the product.

Enter the product's IP address in the address bar of the Web browser and search for the product.

<Example>

IPv4: `http://192.168.11.46`

IPv6: `http://[fe80::226:abff:feff:37cd]/`

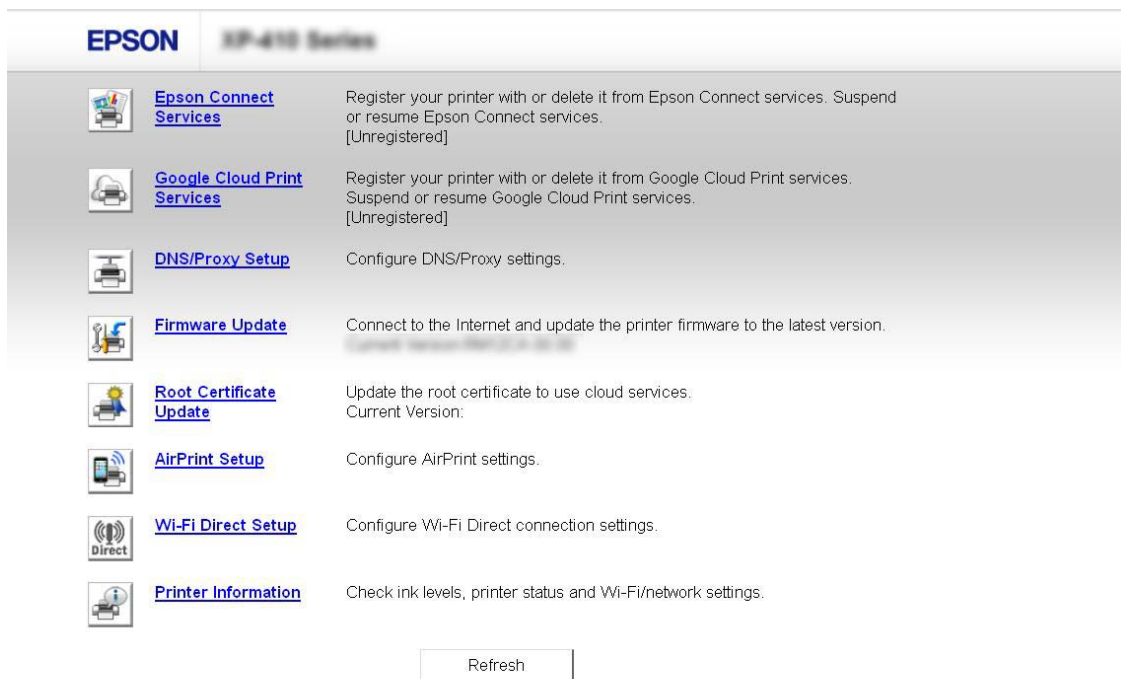
Note:

You can check your product's IP address on the product's control panel or by printing a network status sheet.

➔ ["Setup Mode" on page 124](#)

Maintaining Your Product and Software

When the product is found successfully, the product's web page is displayed as shown below. Select the menu you want.



The web page also allows you to check the product's status and update the product's firmware.

Cleaning the Product

Cleaning the exterior of the product

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



Important:

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

Note only for products with fax function:

Close the rear paper feed slot cover and the ADF input tray when you are not using the product to protect the product from dust.

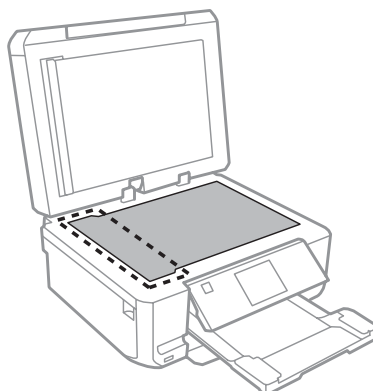
Note only for products without fax function:

Close the rear paper feed slot cover and the output tray when you are not using the product to protect the product from dust.

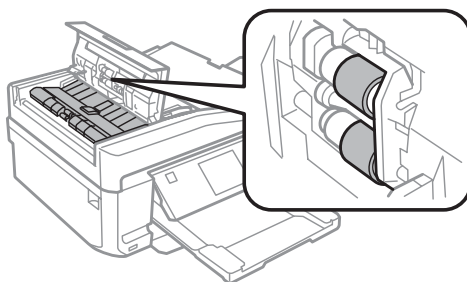
- Use a soft, dry, clean cloth to clean the touchscreen/touchpad. Do not use liquid or chemical cleaners.

Maintaining Your Product and Software

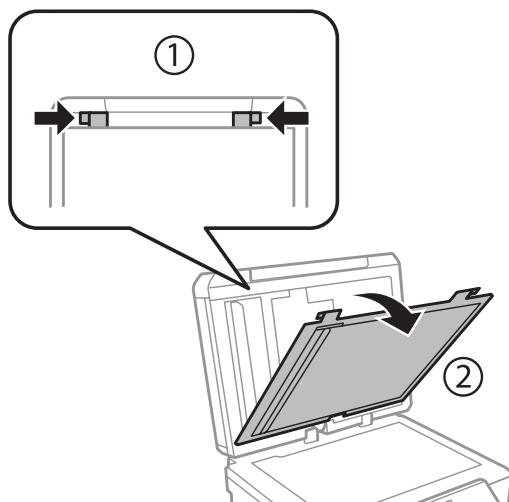
- ❑ Use a soft, dry, clean cloth to clean the surface of the scanner glass.
If straight lines appear in the printout or the scanned data, clean the left side of the scanner glass carefully.



- ❑ If the glass surface is stained with grease or some other hard-to-remove material, use a small amount of glass cleaner and a soft cloth to remove it. Wipe off all remaining liquid.
- ❑ Open the ADF cover and use a soft, dry, clean cloth to clean the roller and the interior of the ADF (only for products with ADF function).

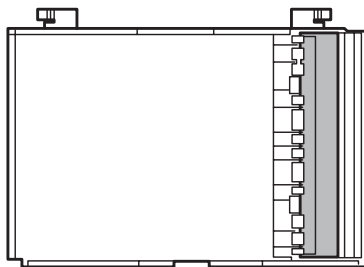


- ❑ Do not press the surface of the scanner glass with any force.
- ❑ Be careful not to scratch or damage the surface of the scanner glass, and do not use a hard or abrasive brush to clean it. A damaged glass surface can decrease the scan quality.
- ❑ Remove the document mat as shown in the illustration (only for products with ADF function).



Maintaining Your Product and Software

- ❑ Use a soft, dry, clean cloth to clean the inside of the document mat (only for products with ADF function).



Cleaning the interior of the product

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

**Caution:**

Be careful not to touch the parts inside the product.

**Important:**

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

1

Make sure that no warnings or errors are displayed on the LCD screen, the CD/DVD tray is removed, and the output tray is ejected.

2

Load several sheets of A4-size plain paper in the cassette 2.

3

Enter **Copy** mode from the Home menu.

4

Press \diamond to make a copy without placing a document on the scanner glass.

5

Repeat step 4 until the paper is not smeared with ink.

Transporting the Product

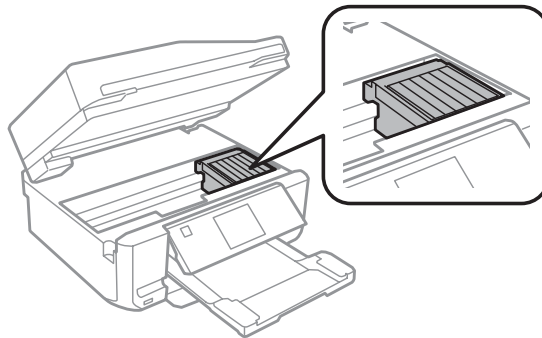
If you move the product some distance, you need to prepare it for transportation in its original box or one of a similar size.

Maintaining Your Product and Software

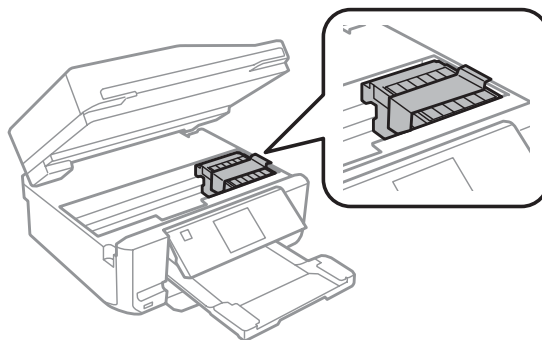
! **Important:**

- ❑ *When storing or transporting the product, avoid tilting it, 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.*

- 1** Plug in the product and turn it on. Wait until the ink cartridge holder returns to the home position.



- 2** Secure the ink cartridge holder to the case with tape as shown, then close the scanner unit slowly.



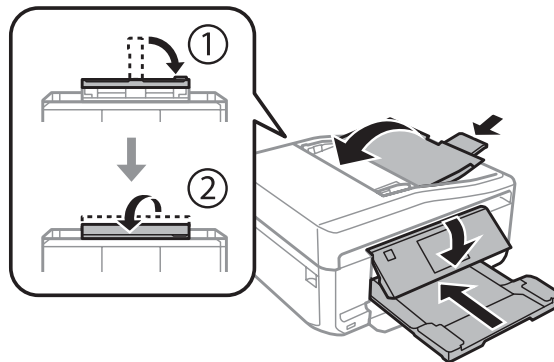
- 3** Turn off the product and unplug its power cord.

- 4** Disconnect all other cables from the product.

- 5** Remove all paper from the rear paper feed slot.

Maintaining Your Product and Software

- 6** Close the rear paper feed slot cover, the output tray, the ADF input tray, and the ADF output tray extension. Then lower the control panel to store.



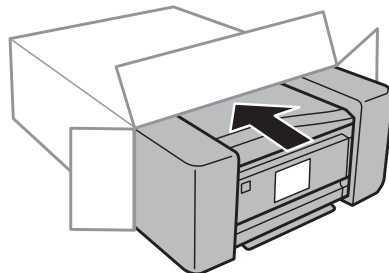
- 7** Remove all paper from the paper cassette and re-insert the cassette into the product.

- 8** Repack the product in its box, using the protective materials that came with it.



Important:

When storing this product in a box, place it so that the control panel does not get damaged.



Note:

- Keep the product level during transport.*
- Be sure to remove the protective materials from the product before using it again.*

Checking and Installing Your Software

Checking the software installed on your computer

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

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

Maintaining Your Product and Software

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

For Windows

- 1 Windows 8:**
Select **Desktop**, **Settings** charm and **Control Panel**.
Windows 7 and Vista: Click the start button and select **Control Panel**.
Windows XP: Click **Start** and select **Control Panel**.
- 2 Windows 8, 7 and Vista:** Click **Uninstall a program** from the Programs category.
Windows XP: Double-click the **Add or Remove Programs** icon.
- 3** Check the list of currently installed programs.

For Mac OS X

- 1** Double-click **Macintosh HD**.
- 2** Double-click the **Epson Software** folder in the Applications folder and check the contents.

Note:

- The Applications folder contains software provided by third parties.*
- To check that the printer driver is installed, click **System Preferences** on the Apple menu and then click **Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5). Then locate your product in the Printers list box.*

Installing the software

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

If you are using Mac OS X, or if your computer does not have a CD/DVD drive, go to the following Epson website to download and install the software.

<http://support.epson.net/setupnavi/>

Uninstalling Your Software

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

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

➔ [“Checking the software installed on your computer” on page 160](#)

For Windows

Note:

- For Windows 8, 7 and Vista, you need an administrator account and password if you log on as a standard user.
- For Windows XP, you must log on to a Computer Administrator account.

1 Turn off the product.

2 Disconnect the product's interface cable from your computer.

3 Do one of the following.

Windows 8: Select **Desktop, Settings** charm and **Control Panel**.

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

Windows XP: Click **Start** and select **Control Panel**.

4 Do one of the following.

Windows 8, 7 and Vista: Select **Uninstall a program** from the **Programs** category.

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

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

6 Do one of the following.

Windows 8, 7: Select **Uninstall/Change** or **Uninstall**.

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

Windows XP: Click **Change/Remove** or **Remove**.

Note:

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

7 When the confirmation window appears, click **Yes** or **Next**.

8 Follow the on-screen instructions.

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

For Mac OS X

Note:

- To uninstall your software you need to download the Uninstaller.
Access the site at:
<http://www.epson.com>
Next, select the support section of your local Epson Web site.
- To uninstall applications, you must log on to a Computer Administrator account.
You cannot uninstall programs if you log on as a limited account user.
- Depending on the application, the Installer may be separated from the Uninstaller.

- 1** Quit all running applications.
- 2** Double-click the **Uninstaller** icon in your Mac OS X hard drive.
- 3** Select the check boxes for the software you want to uninstall, such as the printer driver and the application, from the list displayed.
- 4** Click **Uninstall**.
- 5** Follow the on-screen instructions.

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

Note:

If you uninstall the printer driver and the name of your product remains in the **Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5) window, select the name of your product and click the - **remove** button.

Transferring Data Using an External Storage Device

You can use the product's memory card slots or external USB port to copy files to a computer connected to the product. You can also use it to copy files on your computer to the storage device.

Precautions on Storage Devices

Keep the following in mind when copying files between your storage device and computer:

- Check the documentation that came with your storage device and any adapter you may be using for any handling guidelines.
- Do not copy files to a storage device while you are printing from your storage device.
- The product display does not update information about your storage device after you copy files to it or delete files from it. To update the information displayed, eject and reload the storage device.
- Do not eject your memory card or turn off the product while the memory card light is flashing or you may lose data.

Copying Files Between a Storage Device and Your Computer

Copying files to your computer

1 Make sure the product is turned on and a storage device is inserted or connected.

2 **Windows 8:**
Right-click on the **Start** screen, or swipe from the bottom or top edge of the **Start** screen and select **All apps**, then select **Computer**.

Windows 7 and Vista:
Click the start button and select **Computer**.

Windows XP:
Click **Start** and select **My Computer**.

Mac OS X:
The removable disk icon () appears on your desktop automatically.

Transferring Data Using an External Storage Device

- 3 Double-click the removable disk icon, then select the folder in which your files are saved.

Note:

If you have set a volume label, it is displayed as the drive name. If you have not set the volume label, "removable disk" is displayed as the drive name on Windows XP.

- 4 Select the files you want to copy and drag them to a folder on your computer's hard drive.



Important:

For Mac OS X users

When you remove the storage device, always drag the removable disk icon on your desktop into the trash before you remove the storage device or you may lose data on the device.

Saving files to a storage device

Before inserting your memory card, make sure the write-protect switch is set to allow writing to the memory card.

Note:

After copying a file to a memory card from a Macintosh computer, an older digital camera may not be able to read the memory card.

- 1 Make sure the product is turned on and a storage device is inserted or connected.

- 2 **Windows 8:**

Right-click on the **Start** screen, or swipe from the bottom or top edge of the **Start** screen and select **All apps**, then select **Computer**.


Windows 7 and Vista:

Click the start button and select **Computer**.

Windows XP:

Click **Start** and select **My Computer**.

Mac OS X:

The removable disk icon () appears on your desktop automatically.

- 3 Double-click the removable disk icon, then select the folder in which you want to save your files.

Note:

If you have set a volume label, it is displayed as the drive name. If you have not set the volume label, "removable disk" is displayed as the drive name on Windows XP.

Transferring Data Using an External Storage Device

- 4 Select the folder on your computer's hard drive that contains the files you want to copy. Then select the files and drag them to the folder on your storage device.



Important:

For Mac OS X users

When you remove the storage device, always drag the removable disk icon on your desktop into the trash before you remove the storage device or you may lose data on it.

Error Indicators

Error Messages on the Control Panel

This section describes the meaning of messages displayed on the LCD screen.

Error Messages	Solutions
Paper jam	➔ See "Paper Jams" on page 172
Paper out	➔ See "Loading Paper" on page 27
Photos not recognized. Place the photos correctly on the scanner glass.	➔ See "Scanner glass" on page 42
Printer error. Turn the power off and on again. For details, see your documentation.	Turn the product off and then back on. Make sure that no paper is still in the product. If the error message still appears, contact Epson support.
Communication error. Check if a computer is connected.	Make sure the computer is connected correctly. If the error messages still appears, make sure that scanning software is installed on your computer and that the software settings are correct.
A printer's ink pad is nearing the end of its service life. Please contact Epson Support.	Press \diamond to resume printing. The message will be displayed until the ink pad is replaced. Contact Epson support to replace ink pads before the end of their service life. When the ink pads are saturated, the printer stops and Epson support is required to continue printing.
A printer's ink pad is at the end of its service life. Please contact Epson Support.	Contact Epson support to replace ink pads.
Memory card or external device not recognized.	Make sure memory card or external device has been inserted correctly.
The phone line is connected to a different port.	Check if the phone cable is correctly connected to the product. ➔ See "Connecting to a Phone Line" on page 93
No dial tone detected. Run Check Fax Connection under Fax Settings in Setup menu.	Make sure the phone cable is connected correctly and the phone line works. ➔ See "Connecting to a Phone Line" on page 93 If you connected the product to a PBX (Private Branch Exchange) phone line or Terminal Adapter, change the Line Type setting to PBX . ➔ See "Setting the line type" on page 96 If the problem still occurs, turn off the Dial Tone Detection. ➔ See "Setup Mode - Fax Settings" on page 129
Combination of the IP address and the subnet mask is invalid. See your documentation.	Refer the online Network Guide.

Error Indicators

Error Messages	Solutions
Recovery Mode	The firmware update has failed. You will need to re-attempt the firmware update. Ready a USB cable and visit your local Epson website for further instructions.

Troubleshooting for Printing/Copying

Diagnosing the Problem

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

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

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

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

➔ [“Canceling Printing” on page 57](#)

Checking product status

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

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

For Windows

There are two ways to access EPSON Status Monitor 3:

- Double-click the product shortcut icon on your Windows taskbar. To add a shortcut icon to the taskbar, see the following section:
 - ➔ [“From the shortcut icon on the taskbar” on page 53](#)
- Open the printer driver, click the **Maintenance** tab, then click the **EPSON Status Monitor 3** button.

Troubleshooting for Printing/Copying

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



Note:

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

EPSON Status Monitor 3 provides the following information:

- ❑ **Current Status:**
If the ink is low or expended, the **How to** button appears in the EPSON Status Monitor 3 window. Clicking **How to** displays ink cartridge replacement instructions.
- ❑ **Ink Levels:**
EPSON Status Monitor 3 provides a graphic display of the ink cartridge status.
- ❑ **Information:**
You can view information about the installed ink cartridges by clicking **Information**.
- ❑ **Technical Support:**
Click **Technical Support** to access the Epson technical support website.
- ❑ **Print Queue:**
You can view Windows Spooler by clicking **Print Queue**.

For Mac OS X

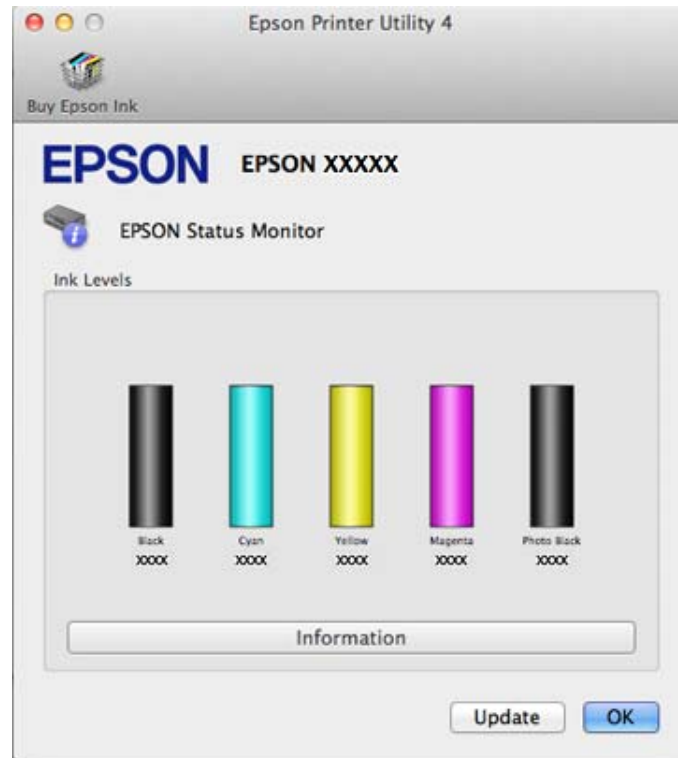
Follow these steps to access EPSON Status Monitor.

- 1 Access the Epson Printer Utility 4.
➔ “Accessing the printer driver for Mac OS X” on page 53

Troubleshooting for Printing/Copying

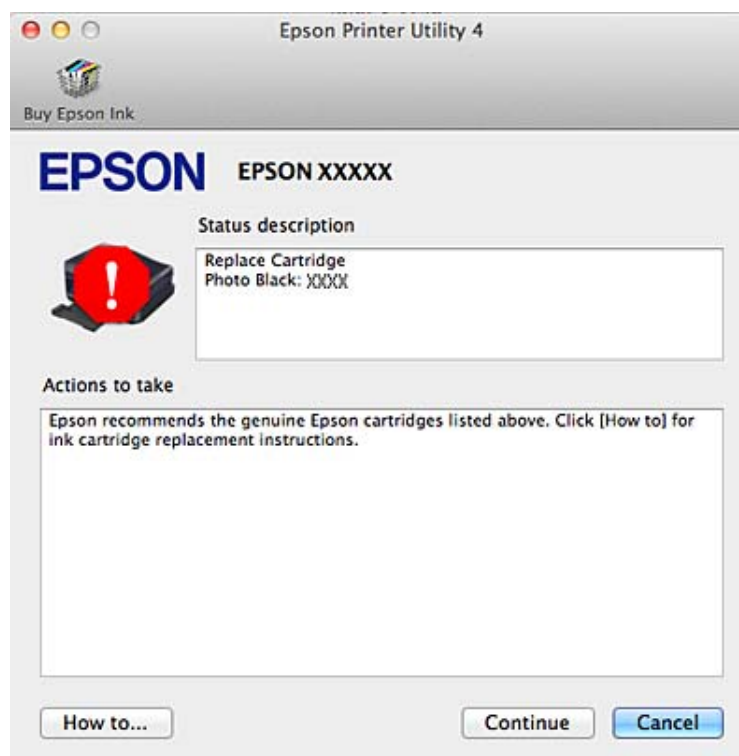
2

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



You can also use this utility to check the ink cartridge status before printing. EPSON Status Monitor displays the ink cartridge status at the time it was opened. To update the ink cartridge status, click **Update**.

When ink is low or expended, a **How to** button appears. Click **How to**, and EPSON Status Monitor will lead you step by step through the ink cartridge replacement procedure.



Paper Jams

**Caution:**

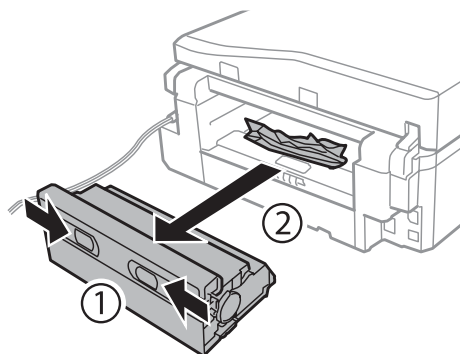
Never touch the buttons on the control panel while your hand is inside the product.

Note:

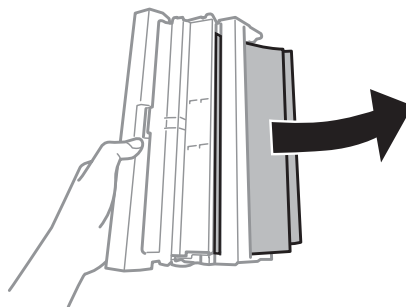
- ❑ Cancel the print job if prompted by a message from the LCD screen or the printer driver.
- ❑ After you have removed the jammed paper, press the button indicated in the LCD screen.

Removing jammed paper from the rear cover

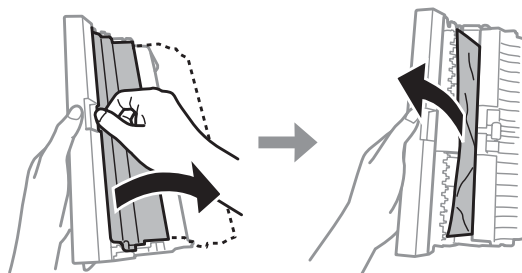
- 1 Pull out the rear cover and carefully remove the jammed paper.



- 2 Carefully remove the jammed paper.

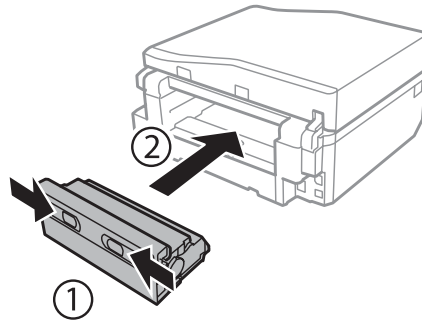


- 3 Open the rear cover and carefully remove the jammed paper.



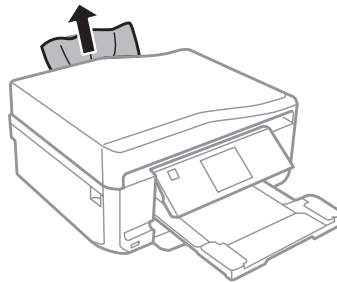
Troubleshooting for Printing/Copying

- 4 Reattach the rear cover.

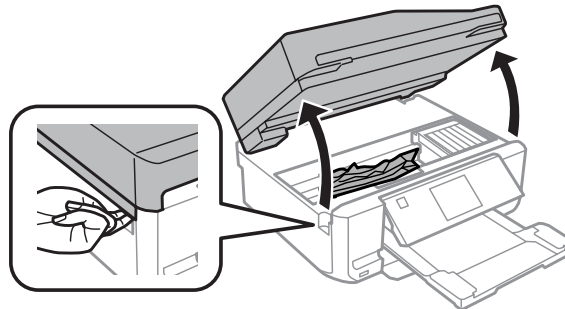


Removing jammed paper from inside the product

- 1 Carefully remove the jammed paper.



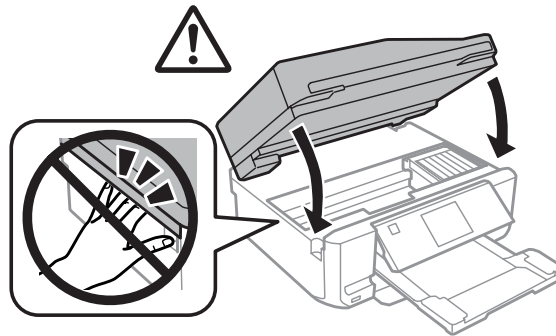
- 2 Open the scanner unit. Then remove all of the paper inside, including any torn pieces.



! **Important:**
Do not touch the flat white cable connected to the ink cartridge holder.

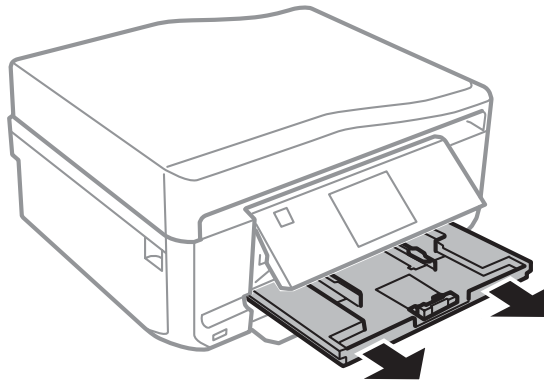
Troubleshooting for Printing/Copying

- 3 Close the scanner unit slowly.

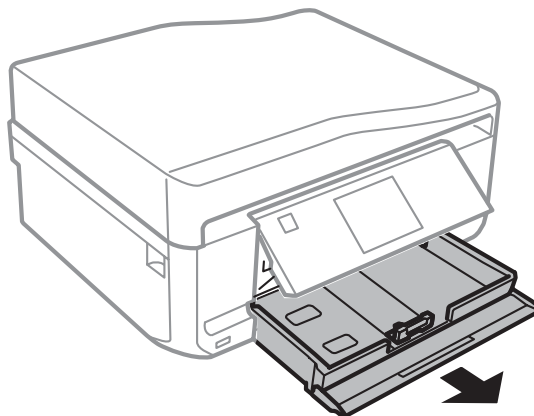


Removing jammed paper from the paper cassette

- 1 Pull out the paper cassette1.



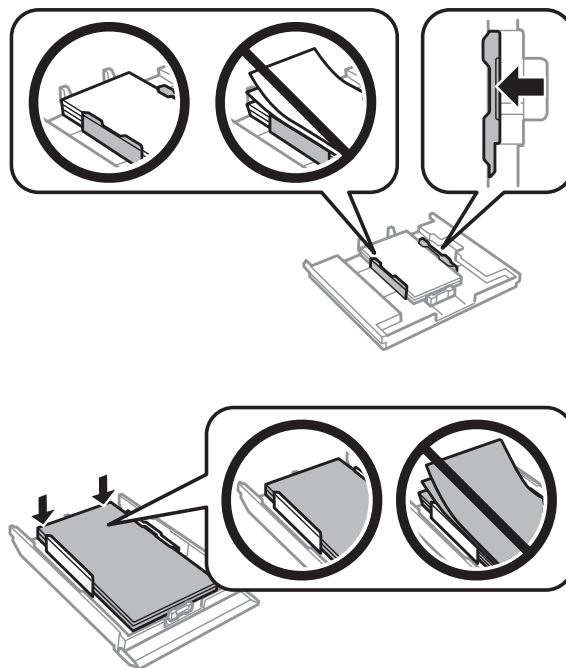
- 2 Pull out the paper cassette2.



- 3 Remove the jammed paper from the cassette.

Troubleshooting for Printing/Copying

- 4** Align the edges of the paper.

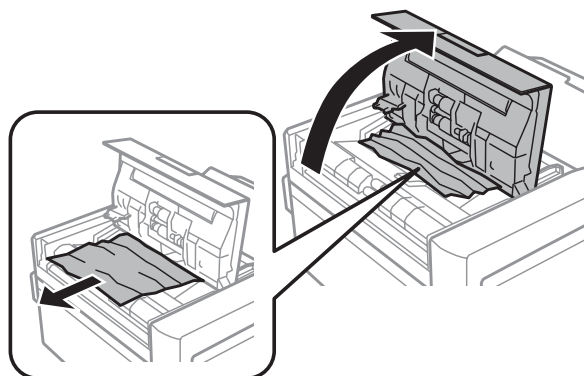


- 5** Keep the cassette flat and slowly and carefully reinsert it all the way into the product.

Removing jammed paper from the Automatic Document Feeder (ADF)

The availability of this feature varies by product.

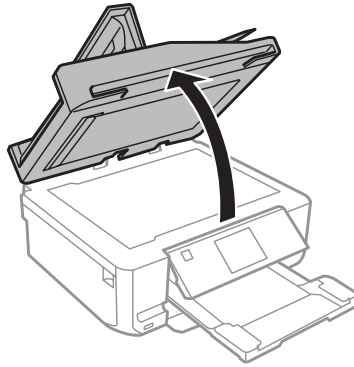
- 1** Remove the stack of paper from the ADF input tray.
- 2** Open the ADF cover. Then carefully remove the jammed paper.



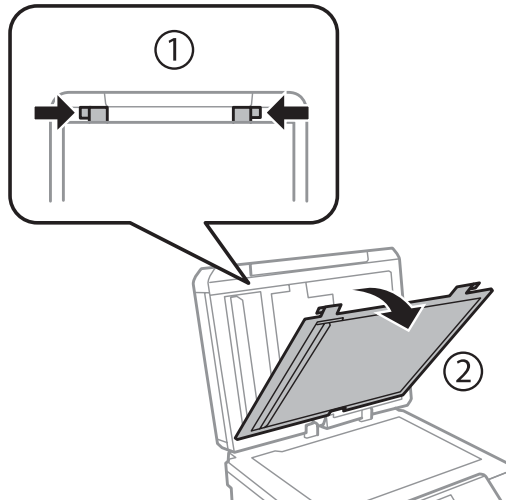
! **Important:**
Make sure you open the ADF cover before removing jammed paper. If you do not open the cover, the product may be damaged.

Troubleshooting for Printing/Copying

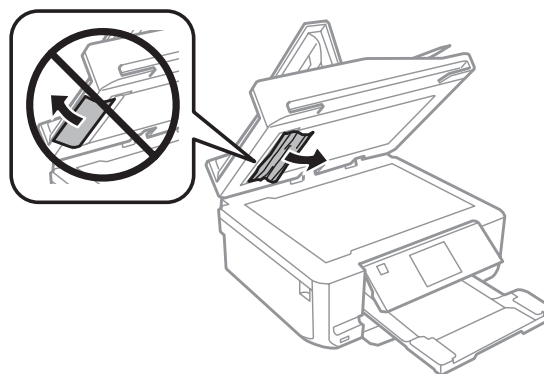
- 3** Open the document cover.



- 4** Remove the document mat.



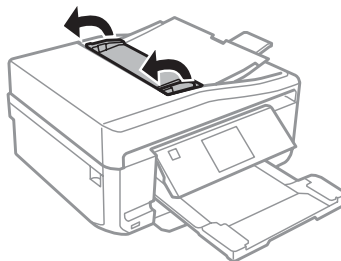
- 5** Carefully remove the jammed paper.



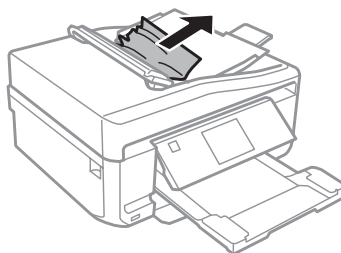
- 6** Reattach the document mat and close the document cover.

Troubleshooting for Printing/Copying

- 7** Open the Automatic Document Feeder (ADF).



- 8** Carefully remove the jammed paper.



- 9** Close the Automatic Document Feeder (ADF).

Preventing paper jams

If your paper jams frequently, check the following.

- The paper is smooth, not curled or wrinkled.
- You are using high-quality paper.
- The printable side of the paper is face down in the paper cassette.
- The printable side of the paper is face up in the rear paper feed slot.
- The paper stack was fanned before loading.
- For plain paper, do not load paper above the line just under the ▼ or ≡ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.
➔ [“Selecting Paper” on page 23](#)
- The edge guides are snug against the edges of the paper.
- The product is on a flat, stable surface that extends beyond the base in all directions. The product will not operate properly if it is tilted.

Reprinting after a paper jam (for Windows only)


After you cancel the print job because of a paper jam, you can reprint it without reprinting pages that have already been printed.

Troubleshooting for Printing/Copying

- 1 Solve the paper jam.
➔ [“Paper Jams” on page 172](#)
- 2 Access the printer settings.
➔ [“Accessing the printer driver for Windows” on page 52](#)
- 3 Select the **Print Preview** check box in the Main or Advanced window of your printer driver.
- 4 Make the settings that you want to use to print.
- 5 Click **OK** to close the printer settings window, and then print your file. Print Preview window opens.
- 6 Select a page that has already been printed in the page list box on the left side, and then select **Remove Page** from the Print Options menu. Repeat this step for all the pages that have already been printed.
- 7 Click **Print** on the Print Preview window.

Print Quality Help

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

<p>enthalten alle Aufdruck. W 5008 "Regel</p> <p>Good sample</p>	 <p>Good sample</p>
<p>enthalten alle Aufdruck. W 5008 "Regel</p> <p>➔ “Horizontal banding” on page 179</p>	<p>enthalten alle Aufdruck. W 5008 "Regel</p> <p>➔ “Vertical banding or misalignment” on page 179</p>
 <p>➔ “Horizontal banding” on page 179</p>	 <p>➔ “Vertical banding or misalignment” on page 179</p>

Troubleshooting for Printing/Copying



➔ "Incorrect or missing colors" on page 180



➔ "Blurry or smeared print" on page 180

Horizontal banding

- Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed slot.
- Make sure the printable side (the whiter or glossier side) of the paper is face down in the paper cassette.
- Run the Head Cleaning utility to clear any clogged ink nozzles.
➔ "Cleaning the Print Head" on page 148
- For best results, use up ink cartridge within six months of opening the package.
- Try to use genuine Epson ink cartridges.
- Make sure the paper type selected in the LCD menu or printer driver is appropriate for the type of paper loaded in the product.
➔ "Selecting Paper" on page 23
- If banding appears at intervals of 2.5 cm, run the Print Head Alignment utility.
➔ "Aligning the Print Head" on page 150
- If a moire (cross-hatch) pattern appears on your copy, change the **Reduce/Enlarge** setting in the LCD menu or shift the position of your original.
- If there is problem with copy quality, clean the surface of the scanner glass.
➔ "Cleaning the exterior of the product" on page 156

Vertical banding or misalignment

- Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed slot.
- Make sure the printable side (the whiter or glossier side) of the paper is face down in the paper cassette.
- Run the Head Cleaning utility to clear any clogged ink nozzles.
➔ "Cleaning the Print Head" on page 148
- Run the Print Head Alignment utility.
➔ "Aligning the Print Head" on page 150

Troubleshooting for Printing/Copying

- ❑ For Windows, clear the **High Speed** check box from the Advanced window in your printer driver. See the online help for details.
For Mac OS X, select **Off** from the High Speed Printing. To display the High Speed Printing, click through the following menus: **System Preferences, Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box), **Options & Supplies**, and then **Driver**.
- ❑ Make sure the paper type selected in the LCD menu or printer driver is appropriate for the type of paper loaded in the product.
➔ [“Selecting Paper” on page 23](#)
- ❑ If there is problem with copy quality, clean the surface of the scanner glass.
➔ [“Cleaning the exterior of the product” on page 156](#)

Incorrect or missing colors

- ❑ For Windows, clear the **Grayscale** setting in the Advanced window in your printer driver.
For Mac OS X, clear the **Grayscale** setting in Print Settings in the Print dialog box in your printer driver.
See the online help for details.
- ❑ Adjust the color settings in your application or in your printer driver settings.
For Windows, check the Advanced window.
For Mac OS X, check the Color Options dialog box from the Print dialog box.
See the online help for details.
- ❑ Run the Head Cleaning utility to clear any clogged ink nozzles.
➔ [“Cleaning the Print Head” on page 148](#)
- ❑ If you have just replaced an ink cartridge, make sure the date on the box. If you have not used the product for a long time, Epson recommends replacing the ink cartridges.
➔ [“Replacing an ink cartridge” on page 142](#)
- ❑ Try to use genuine Epson ink cartridges and paper recommended by Epson.

Blurry or smeared print

- ❑ Try to use genuine Epson ink cartridges and paper recommended by Epson.
- ❑ Make sure the product is on a flat, stable surface that extends beyond the base in all directions. The product will not operate properly if it is tilted.
- ❑ Make sure your paper is not damaged, dirty, or too old.
- ❑ Make sure your paper is dry and the printable side (the whiter or glossier side) is face up in the rear paper feed slot.
- ❑ Make sure your paper is dry and the printable side (the whiter or glossier side) is face down in the paper cassette.
- ❑ If the paper is curled toward the printable side, flatten it or curl it slightly in the opposite direction.
- ❑ Make sure the paper type selected in the LCD menu or printer driver is appropriate for the type of paper loaded in the product.
➔ [“Selecting Paper” on page 23](#)

Troubleshooting for Printing/Copying

- ❑ Remove each sheet from the output tray as it is printed.
- ❑ Do not touch or allow anything to come into contact with the printed side of paper with a shiny finish. To handle your prints, follow the instructions of the paper.
- ❑ Run the Head Cleaning utility.
 - ➔ [“Cleaning the Print Head” on page 148](#)
- ❑ Run the Print Head Alignment utility.
 - ➔ [“Aligning the Print Head” on page 150](#)
- ❑ If the paper is smeared with ink after printing, clean the interior of the product.
 - ➔ [“Cleaning the interior of the product” on page 158](#)
- ❑ If you are printing high-density data on plain paper using automatic 2-sided printing, lower the **Print Density** and choose a longer **Increased Ink Drying Time** in the Print Density Adjustment window (for Windows) or in the Two-sided Printing Settings (for Mac OS X) of your printer driver.
 - ➔ [“2-sided printing” on page 62](#)
- ❑ If there is problem with copy quality, clean the surface of the scanner glass.
 - ➔ [“Cleaning the exterior of the product” on page 156](#)

Miscellaneous Printout Problems

Incorrect or garbled characters

- ❑ Clear any stalled print jobs.
 - ➔ [“Canceling Printing” on page 57](#)
- ❑ Turn off the product and computer. Make sure the product's interface cable is securely plugged in.
- ❑ Uninstall the printer driver, then reinstall it.
 - ➔ [“Uninstalling Your Software” on page 161](#)

Incorrect margins

- ❑ Make sure that the paper is loaded into the rear paper feed slot or the paper cassette correctly.
 - ➔ [“Loading Paper” on page 27](#)
- ❑ Check the margin settings in your application. Make sure that the margins are within the printable area of the page.
 - ➔ [“Printable area” on page 199](#)
- ❑ Make sure the printer driver settings are appropriate for the paper size you are using.
For Windows, check the Main window.
For Mac OS X, check the Page Setup dialog box or Print dialog box.
- ❑ Uninstall the printer driver, then reinstall it.
 - ➔ [“Uninstalling Your Software” on page 161](#)

Troubleshooting for Printing/Copying

Printout has a slight slant

- ❑ Make sure that the paper is loaded into the rear paper feed slot or the paper cassette correctly.
➔ [“Loading Paper” on page 27](#)
- ❑ If **Fast Economy** is selected for **Paper & Quality Options** in the printer driver Advanced window (Windows) or for **Print Quality** (Mac OS X) in **Print Settings**, select another setting.

Size or position of copied image is incorrect

- ❑ Make sure the paper size, layout, or reduce/enlarge setting selected in the control panel matches the paper used.
- ❑ If the edges of the copy are cropped off, move the original slightly away from the corner.
- ❑ Clean the scanner glass.
➔ [“Cleaning the exterior of the product” on page 156](#)

Inverted image

- ❑ For Windows, clear the **Mirror Image** check box from the Page Layout window of your printer driver, or turn off the Mirror Image setting in your application.
For Mac OS X, clear the **Mirror Image** check box in **Print Settings** in the Print dialog box of your printer driver, or turn off the Mirror Image setting in your application.
For instructions, see the online help for your printer driver or for your application.
- ❑ Uninstall the printer driver, then reinstall it.
➔ [“Uninstalling Your Software” on page 161](#)

Paper or CD/DVD only prints halfway or is blank

- ❑ If the scanner unit is open for a certain period of time, if data reception is interrupted for a certain period of time, or depending on your computer or the data, the product may stop printing halfway and the paper or CD/DVD may be ejected. If the scanner unit is open, close it. The product may resume printing, but if it does not, try printing again.
- ❑ Make sure the printer driver settings are appropriate for the paper size you are using.
For Windows, check the Main window.
For Mac OS X, check the Page Setup dialog box or Print dialog box.
- ❑ For Windows, check the **Skip Blank Page** setting by clicking the **Extended Settings** button on the Maintenance window of the printer driver.
For Mac OS X, select **On** from the Skip Blank Page. To display the Skip Blank Page, click through the following menus: **System Preferences**, **Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box), **Options & Supplies**, and then **Driver**.
- ❑ Uninstall the printer driver, then reinstall it.
➔ [“Uninstalling Your Software” on page 161](#)

Troubleshooting for Printing/Copying

Printed side is smeared or scuffed

- ❑ If the paper is curled toward the printable side, flatten it or curl it slightly in the opposite direction.
- ❑ For Windows, select **Thick paper and envelopes** from **Printer and Option Information** in your printer driver's Maintenance window.
For Mac OS X 10.5 or later, select **On** from the Thick paper and envelopes. To display the Thick paper and envelopes, click through the following menus: **System Preferences, Print & Scan** (for Mac OS X 10.8 or 10.7) or **Print & Fax** (for Mac OS X 10.6 or 10.5), your product (in the Printers list box, **Options & Supplies**, and then **Driver**).
- ❑ Make several copies without placing a document on the scanner glass.
➔ [“Cleaning the interior of the product” on page 158](#)
- ❑ Uninstall the printer driver, then reinstall it.
➔ [“Uninstalling Your Software” on page 161](#)

Printing is too slow

- ❑ Make sure the paper type selected in the LCD menu or printer driver is appropriate for the type of paper loaded in the product.
➔ [“Selecting Paper” on page 23](#)
- ❑ For Windows, clear all customized settings and select **Text** as the Quality Option from your printer driver's Main window.
For Mac OS X, choose a lower Print Quality in the Print Settings dialog box from your printer driver's Print dialog box.
➔ [“Accessing the printer driver for Windows” on page 52](#)
➔ [“Accessing the printer driver for Mac OS X” on page 53](#)
- ❑ Close any unnecessary applications.
- ❑ If you print continuously for an extended period, the printing may be extremely slow. This is to slow down the printing speed and prevent the product mechanism from overheating and being damaged. If this happens, you can continue to print, but we recommend stopping and leaving the product idle for at least 30 minutes with the power on. (The product does not recover with the power off.) After you restart, the product will print at normal speed.
- ❑ Uninstall the printer driver, then reinstall it.
➔ [“Uninstalling Your Software” on page 161](#)

If you try all of the methods above and cannot solve the problem, see the following:

- ➔ [“Increasing the Print Speed \(For Windows Only\)” on page 187](#)

Paper Does Not Feed Correctly or the CD/DVD Tray is Not Inserted Correctly

Paper does not feed

Remove the stack of paper and make sure of the following:

- You have inserted the paper cassette all the way into the product.
- The paper is not curled or creased.
- The paper is not too old. See the instructions that came with the paper for more information.
- For plain paper, do not load paper above the line just under the ▼ or ≡ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.
➔ [“Selecting Paper” on page 23](#)
- Paper is not jammed inside the product. If it is, remove the jammed paper.
➔ [“Paper Jams” on page 172](#)
- The ink cartridges are not expended. If a cartridge is expended, replace it.
➔ [“Replacing an ink cartridge” on page 142](#)
- You have followed any special loading instructions that came with your paper.


Multiple pages feed

- For plain paper, do not load paper above the line just under the ▼ or ≡ arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media.
➔ [“Selecting Paper” on page 23](#)
- Make sure the edge guides are snug against the edges of the paper.
- Make sure the paper is not curled or folded. If so, flatten it or curl it slightly toward the opposite side before loading.
- Remove the stack of paper and make sure that the paper is not too thin.
➔ [“Paper” on page 198](#)
- Fan the edges of the stack to separate the sheets, then reload the paper.
- If too many copies of a file are being printed, check the Copies setting in your printer driver as follows, and also check in your application.
For Windows, check the Copies setting on the Page Layout window.
Mac OS X, check the Copies setting in the Print dialog.

Paper is improperly loaded

If you have loaded the paper too far into the product, the product cannot feed the paper correctly. Turn the product off and gently remove the paper. Then turn the product on and reload the paper correctly.


Paper is not ejected fully or is wrinkled

- If the paper does not eject fully, press  to eject the paper. If the paper is jammed inside the product, remove it by referring to the following section.
 - ➔ [“Paper Jams” on page 172](#)
- If the paper is wrinkled when it comes out, it may be damp or too thin. Load a new stack of paper.

Note:


Store any unused paper in its original packaging in a dry area.

The CD/DVD tray is ejected or not inserted correctly when sending a CD/DVD print job

- Reinsert the CD/DVD tray correctly.
 - ➔ [“Loading a CD/DVD” on page 36](#)
- If the tray is ejected when you start a CD/DVD print job, the product is not ready. Wait until you see a message on your screen asking you to insert the tray. Then reinsert the tray and press .

The Product Does Not Print

All lights are off

- Press  to make sure the product is on.
- Make sure that the power cord is securely plugged in.
- Make sure that your outlet works and is not controlled by a wall switch or timer.

Lights came on and then went out

The product's voltage may not match the outlet rating. Turn off the product and unplug it immediately. Then check the label on the back of the product.

**Caution:**

If the voltage does not match, DO NOT PLUG YOUR PRODUCT BACK IN. Contact your dealer.

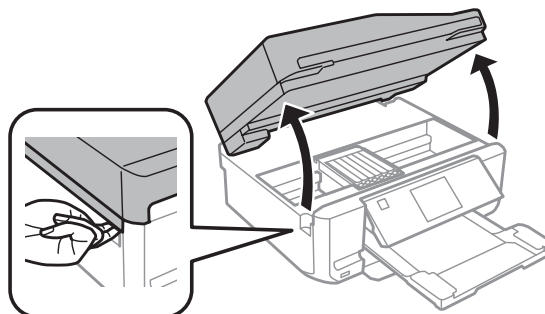
Troubleshooting for Printing/Copying

Only the power light is on

- ❑ Turn off the product and computer. Make sure the product's interface cable is securely plugged in.
- ❑ If you are using the USB interface, make sure your cable meets the USB or Hi-Speed USB standards.
- ❑ If you are connecting the product to your computer via a USB hub, connect the product to the first-tier hub from your computer. If the printer driver is still not recognized on your computer, try to directly connect the product to your computer without the USB hub.
- ❑ If you are connecting the product to your computer via a USB hub, make sure the USB hub device is recognized by your computer.
- ❑ If you are trying to print a large image, your computer may not have enough memory. Try reducing the resolution of your image or printing the image at a smaller size. You may need to install more memory in your computer.
- ❑ Users of Windows can clear any stalled print jobs from the Windows Spooler.
➔ ["Canceling Printing" on page 57](#)
- ❑ Uninstall the printer driver, then reinstall it.
➔ ["Uninstalling Your Software" on page 161](#)

An ink error is indicated after you replace the cartridge

- 1 Open the scanner unit.

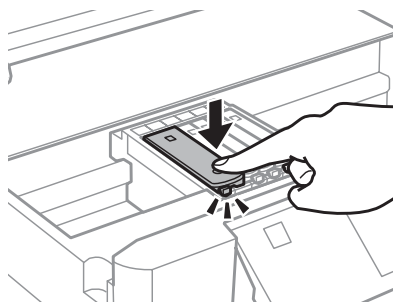


! **Important:**
Do not touch the white flat cable inside the product.

- 2 Make sure the ink cartridge holder is at the ink cartridge replacement position.

Troubleshooting for Printing/Copying

- 3 Remove and reinsert the ink cartridge and then continue with the ink cartridge installation.

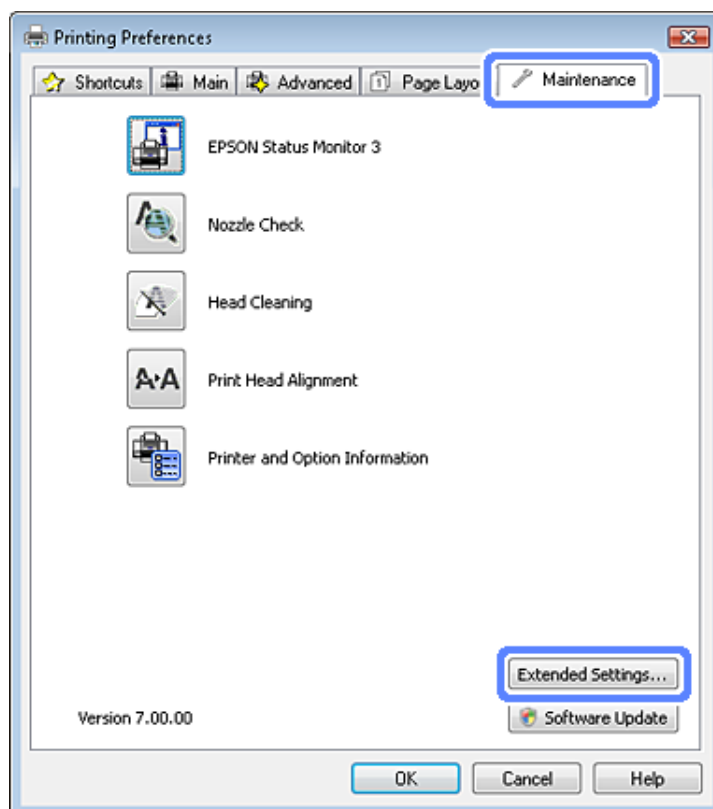


- 4 Close the scanner unit slowly.

- 5 Follow the on-screen instruction.

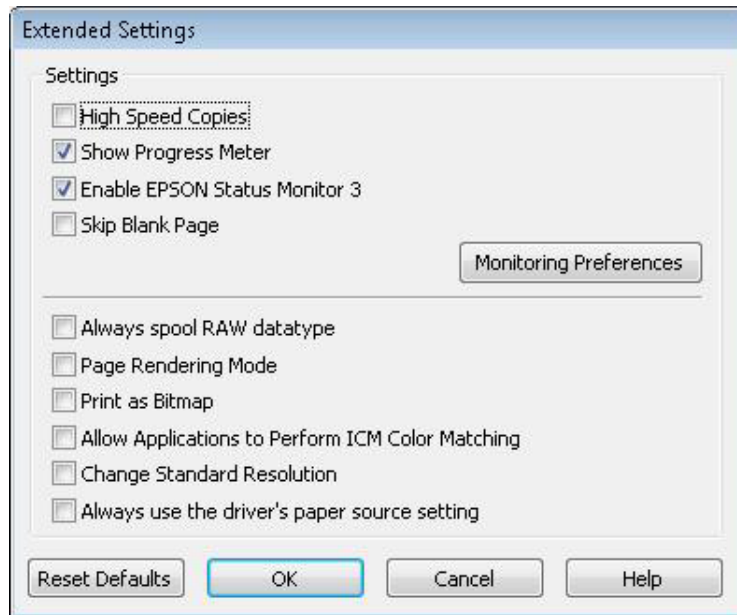
Increasing the Print Speed (For Windows Only)

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



Troubleshooting for Printing/Copying

The following dialog box appears.



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

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

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

Troubleshooting for Scanning

Problems Indicated by Messages on the LCD screen or Status Light

- Make sure the product is connected to your computer properly.
- Turn off the product and turn it on again. If the problem is not solved, the product may be malfunctioning, or the light source in the scanner unit may need to be replaced. Contact your dealer.
- Make sure the scanning software is fully installed.
See the paper manual for instructions on installing the scanning software.

Problems When Starting a Scan

- Check the status light and make sure the product is ready to scan.
- Make sure your cables are securely connected to the product and a working electrical outlet.
If necessary, test your product's AC adapter by plugging in another electrical device and turning it on.
- Turn off the product and computer, and then check the interface cable connection between them to make sure it is secure.
- Make sure you select the correct product if a scanner list appears when starting to scan.

Windows:

When you start Epson Scan using the EPSON Scan icon, and the Select Scanner list is displayed, make sure you select the model of your product.

Mac OS X:

When you start Epson Scan from the Applications folder and the Select Scanner list is displayed, make sure you select the model of your product.

- Connect the product directly to the computer's external USB port or through one USB hub only. The product may not work properly when connected to the computer through more than one USB hub. If the problem persists, try connecting the product directly to the computer.
- If more than one product is connected to your computer, it may not work. Connect only the product you want to use, and then try scanning again.
- If the scanning software does not work properly, uninstall the software first and then reinstall it as described in the paper manual.
➔ ["Uninstalling Your Software" on page 161](#)

Using the Automatic Document Feeder (ADF)

- If the document cover or ADF cover is open, close it and try scanning again.

Troubleshooting for Scanning

- Make sure you have selected either **Office Mode** or **Professional Mode** in Epson Scan.
- Make sure your cables are securely connected to the product and a working electrical outlet.

Using the button

Note:

Depending on the product, the scanning function may not be available when using the button.

- Check if you have assigned a program to the button.
 - ➔ [“Starting Epson Event Manager” on page 92](#)
- Make sure Epson Scan and Epson Event Manager are installed correctly.
- If you have clicked the **Keep Blocking** button in the Windows Security Alert window during or after installation of the Epson Software, unblock Epson Event Manager.
 - ➔ [“How to unblock Epson Event Manager” on page 190](#)

How to unblock Epson Event Manager

1

Click **Start** or the start button, and then point to **Control Panel**.

For Windows 8:
Select **Desktop**, **Settings** charm, and **Control Panel**.

2

Do one of the following.

- Windows 8 and Windows 7:
Select **System and Security**.
- Windows Vista:
Select **Security**.
- Windows XP:
Select **Security Center**.

3

Do one of the following.

- Windows 8, Windows 7 and Windows Vista:
Select **Allow a program through Windows Firewall**.
- Windows XP:
Select **Windows Firewall**.

4

Do one of the following.

- Windows 8 and Windows 7:
Confirm that the check box for **EEventManager Application** is selected in the Allowed programs and features list.

Troubleshooting for Scanning

- Windows Vista:
Click the **Exceptions** tab, and then confirm that the check box for **EEventManager Application** is selected in the Program or port list.
- Windows XP:
Click the **Exceptions** tab, and then confirm that the check box for **EEventManager Application** is selected in the Programs and Services list.

5

Click OK.

Using scanning software other than Epson Scan driver

- If you are using any TWAIN-compliant programs, make sure that the correct product is selected as the Scanner or Source setting.
- If you cannot scan using any TWAIN-compliant scanning programs, uninstall the TWAIN-compliant scanning program and then reinstall it.
➔ [“Uninstalling Your Software” on page 161](#)

Problems When Feeding Paper

The paper gets dirty

You may need to clean the product.

➔ [“Cleaning the Product” on page 156](#)

Multiple sheets of paper are fed

- If you load unsupported paper, the product may feed more than one sheet of paper at a time.
➔ [“Automatic Document Feeder \(ADF\) specifications” on page 201](#)
- You may need to clean the product.
➔ [“Cleaning the Product” on page 156](#)

The paper jams in the Automatic Document Feeder (ADF)

Remove the jammed paper inside the ADF.

➔ [“Removing jammed paper from the Automatic Document Feeder \(ADF\)” on page 175](#)

Problems With Scanning Time

Scanning at a high resolution takes a long time.

Problems With Scanned Images

Scan quality is unsatisfactory

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

➔ [“Image Adjustment Features” on page 72](#)

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

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

Characters are blurred

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

Adjust the Threshold setting.

Home Mode:

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

Office Mode:

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

Professional Mode:

Select **Black & White** as the Image Type setting.

Increase the resolution setting.

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

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

Ripple patterns appear in your scanned image

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



When scanning your document using the scanner glass, try moving your document.

Troubleshooting for Scanning

- ❑ Select **Descreening** as the image quality setting.
- ❑ Change a resolution setting and scan again.

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

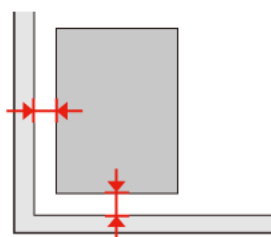
You may need to clean the interior of the product.

➔ [“Cleaning the Product” on page 156](#)

The scanning area or direction is unsatisfactory

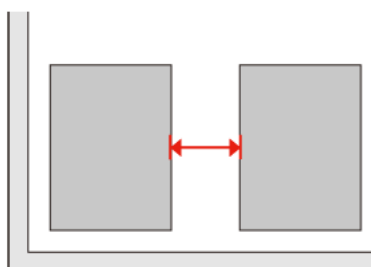
The edges of your original are not scanned

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



Multiple documents are scanned into a single file

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



Cannot scan the area you want

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

Cannot scan in the direction you want

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

Problems Remain After Trying All Solutions

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

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

Troubleshooting for Faxing

Cannot send and receive fax

- ❑ Make sure the phone cable is connected correctly and check that the phone line works. You can check the line status by using the **Check Fax Connection** function.
 - ➔ [“Connecting to a Phone Line” on page 93](#)
- ❑ If the fax could not be sent, make sure that the recipient's fax machine is turned on and working.
- ❑ If this product is not connected to a phone and you want to receive faxes automatically, make sure you turn on auto answer.
 - ➔ [“Receiving Faxes” on page 105](#)
- ❑ If you connected the product to a DSL phone line, you must install a DSL filter on the line otherwise you cannot fax. Contact your DSL provider for the necessary filter.
- ❑ If you connected this product to a PBX (Private Branch Exchange) phone line or a Terminal Adapter, change the **Line Type** setting to **PBX**.
 - ➔ [“Setting the line type” on page 96](#)If you still cannot send a fax, change the **Dial Tone Detection** setting to **Off**. However, doing so may drop the first digit of a fax number and send the fax to the wrong number.
 - ➔ [“Setup Mode - Fax Settings” on page 129](#)
- ❑ Transmission speed may be the cause of the problem. Lower the **Fax speed** setting. If sending a fax to a specific recipient in the Contacts list often fails, set a lower fax speed for that recipient in the Speed Dial Setup menu.
 - ➔ [“Setup Mode - Fax Settings” on page 129](#)
- ❑ Make sure that **ECM** is turned on. Color faxes cannot be sent and received when **ECM** is off.
 - ➔ [“Setup Mode - Fax Settings” on page 129](#)
- ❑ Try the following if you cannot send or receive faxes because the memory is full.
 - If your product is set to save received faxes in the Inbox, delete received faxes you have already seen or printed from the Inbox.
 - If your product is set to save received faxes on a computer or an external memory device, turn on the computer or connect the device to save the faxes to the computer or device.
 - If an error occurs because of a paper jam or expended ink cartridges when receiving a fax, clear the error and ask the sender to send the fax again.
 - Even if the memory is full, you can send a monochrome fax to a single recipient by enabling the **Direct Send** option.
 - Send your documents in several batches.

Quality problems (sending)

- ❑ Clean the scanner glass and Automatic Document Feeder (ADF).
 - ➔ [“Cleaning the exterior of the product” on page 156](#)
- ❑ If the fax you sent was faint or not clear, change the **Resolution** or **Contrast** in the fax settings menu.
 - ➔ [“Fax Mode” on page 118](#)

Troubleshooting for Faxing

- ❑ Make sure that ECM is turned on.
 - ➔ [“Setup Mode - Fax Settings” on page 129](#)

Quality problems (receiving)

- ❑ Make sure that ECM is turned on.
 - ➔ [“Setup Mode - Fax Settings” on page 129](#)

Answering machine cannot answer voice calls

- ❑ When auto answer is turned on and an answering machine is connected to the same phone line as this product, set the number of rings to answer for receiving faxes to a higher number than the number of rings for the answering machine.
 - ➔ [“Receiving Faxes” on page 105](#)

Incorrect time

- ❑ The clock may run fast/slow or may be reset after a power failure, or the power is left off for a long time. Set the correct time.
 - ➔ [“Setting/Changing Time and Region” on page 152](#)

Product Information

System Requirements

For Windows

System	PC Interface
Windows 8 (32-bit, 64 bit), 7 (32-bit, 64-bit), Vista (32-bit, 64-bit), XP SP1 or higher (32-bit), or XP Professional x64 Edition	Hi-Speed USB

For Mac OS X

System	PC Interface
Mac OS X 10.5.8, 10.6.x, 10.7.x, 10.8.x	Hi-Speed USB

Note:

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

Technical Specifications

Note:

Specifications are subject to change without notice.

Printer specifications

Paper path	Paper cassette 1 and 2, front entry Rear paper feed slot* ¹ , top entry
Capacity	6.0 mm for cassette 1 and 11.0 mm for cassette 2 0.05 mm to 0.6 mm for rear paper feed slot* ^{1*2}

*1 The rear paper feed slot is not available for the XP-610 Series.

*2 Some hard paper may not be fed correctly, even if the thickness is within the specified range.

Product Information

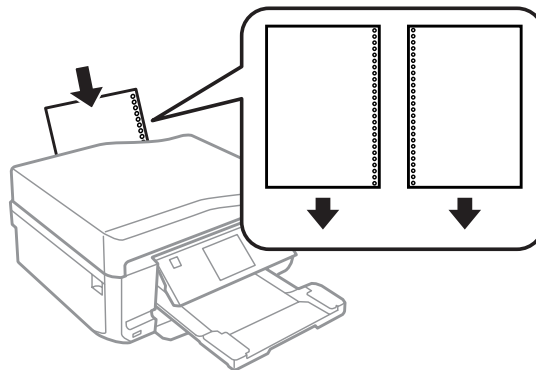
Paper

Note:

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

If all the conditions below are met, pre-punched paper with binding holes can be used for this product:

Paper source	Rear paper feed slot
Hole position	Both sides are available.



Note:

Adjust the size of your file to avoid printing over the binder holes.

Single sheets:

Size	A4 210 × 297 mm 10 × 15 cm (4 × 6 in.) 13 × 18 cm (5 × 7 in.) A6 105 × 148 mm A5 148 × 210 mm B5 182 × 257 mm 9 × 13 cm (3.5 × 5 in.) 13 × 20 cm (5 × 8 in.) 20 × 25 cm (8 × 10 in.) 16:9 wide size (102 × 181 mm) 100 × 148 mm Letter 8 1/2 × 11 in. Legal 8 1/2 × 14 in.
Paper types	Plain paper or special paper distributed by Epson

Product Information

Thickness (for plain paper)	0.08 to 0.11 mm (0.003 to 0.004 in.)
Weight (for plain paper)	64 g/m ² (17 lb) to 90 g/m ² (24 lb)

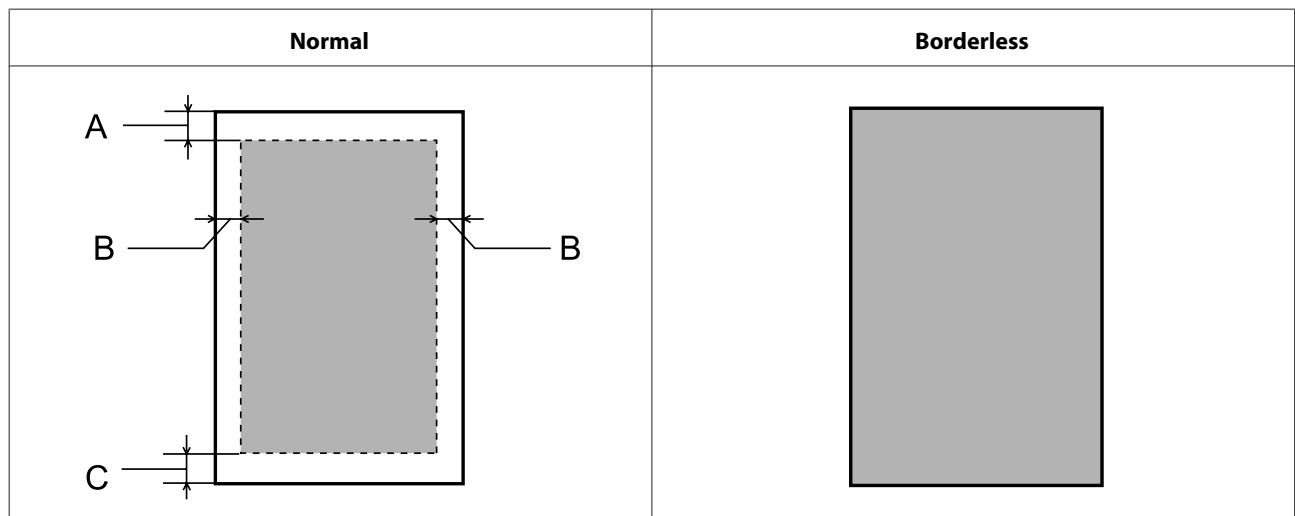
Envelopes:

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

Printable area

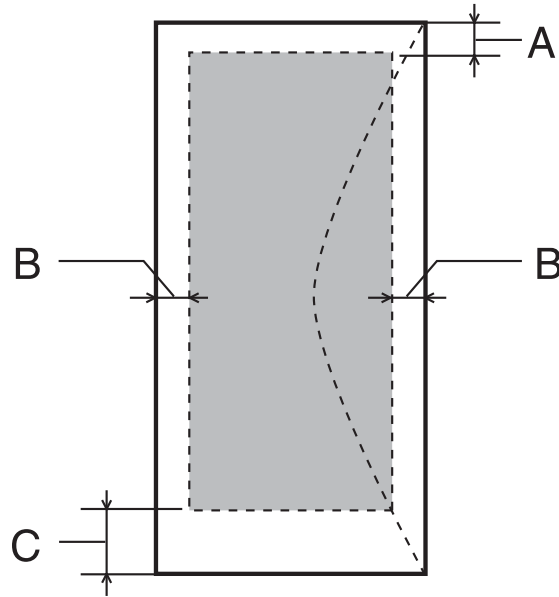
Highlighted portions show printable area.

Single sheets:



Product Information

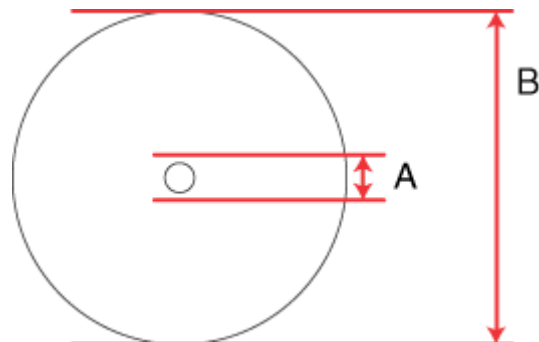
Envelopes:



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

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

CD/DVD:



A: 18 mm

B: 120 mm

Product Information

Note:

If you are printing in the following areas of the disc, the disc or the CD/DVD tray may get stained with ink.

Inner hub area	18 to 42 mm
Outer periphery area	117 to 120 mm (12-cm CD/DVD)

Scanner specifications

	XP-610 Series	XP-710 Series	XP-810 Series
Scanner type	Flatbed color		
Photoelectric device	CIS		
Document size	216 × 297 mm (8.5 × 11.7 inches) A4 or US letter size		
Scanning resolution	1200 dpi (main scan) 2400 dpi (sub scan)	2400 dpi (main scan) 4800 dpi (sub scan)	4800 dpi (main scan) 4800 dpi (sub scan)
Output resolution	50 to 4800, 7200, and 9600 dpi (50 to 4800 dpi in 1 dpi increments)		
Image data	16 bits per pixel per color internal 8 bits per pixel per color external (maximum)		
Light source	LED		

Automatic Document Feeder (ADF) specifications

This option is available only with the XP-810 Series.

Paper input	Face-up loading
Paper output	Face-down ejection
Paper size	A4, Letter, Legal*
Paper types	Plain paper
Paper weight	64 to 95 g/m ²
Paper capacity	Total thickness of 3 mm, up to about 30 sheets (Letter, A4) 10 sheets (Legal)

* When you scan a 2-sided document using the ADF, the legal size paper is not available.

Fax specifications

This option is available only with the XP-810 Series.

Fax type	Walk-up black and white and color fax capability (ITU-T Super Group 3)
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Product Information

Support line	Standard analogue telephone line, PBX (Private Branch Exchange) telephone system
Speed	Up to 33.6 kbps
Resolution	Monochrome Standard: 200 × 100 dpi Fine: 200 × 200 dpi Photo: 200 × 200 dpi Color Fine: 200 × 200 dpi Photo: 200 × 200 dpi
Speed dial numbers	Up to 60
Page memory	Up to 180 pages (ITU-T No.1 chart)
Redial*	2 times (with 1 minute interval)
Interface	RJ-11 Phone Line RJ-11 Telephone set connection

* The specification may differ by country or region.

Network interface specification

Wi-Fi	Standard:	IEEE 802.11b/g/n* ¹
	Security:	WEP (64/128bit) WPA-PSK (TKIP/AES)* ²
	Frequency Band:	2.4 GHz
	Communication Mode:	Infrastructure, Ad hoc Wi-Fi Direct* ³
Ethernet* ⁴	Standard:	IEEE802.3i/u, IEEE802.3az* ⁵
	Communication Mode:	Ethernet 100BASE-TX/10BASE-T

*1 Complies with either IEEE 802.11b/g/n or IEEE 802.11b/g depending on location of purchase.

*2 Complies with WPA2 with support for WPA/WPA2 Personal.

*3 For the XP-810 Series, you can use Wi-Fi Direct Simple AP mode even if you connect the product to an Ethernet network.

*4 XP-610 Series/XP-710 Series are not supported.

*5 The connected device should comply with IEEE802.3az.

Memory card

Note:

The availability of this feature varies by product.

Product Information

Compatible memory cards	Memory Stick Duo Memory Stick PRO Duo Memory Stick PRO-HG Duo Memory Stick Micro* MagicGate Memory Stick Duo SDXC SDHC SD miniSDHC* miniSD* microSDXC* microSDHC* microSD*
Media format DCF	DCF (Design rule for Camera File system) version 1.0 or 2.0 compliant. All card types standard version compliant.
Voltage Requirements	3.3 v

* Adapter required.

Photo data specifications

File format	JPEG with the Exif Version 2.3 standard
Image size	80 × 80 pixels to 10200 × 10200 pixels
Number of files	Up to 9990

Mechanical

XP-610 Series

Dimensions	Storage (Without protruding parts) Width: 390 mm (15.4 inches) Depth: 338 mm (13.3 inches) Height: 138 mm (5.4 inches)
	Storage (Including protruding parts* ¹) Width: 390 mm (15.4 inches) Depth: 341 mm (13.4 inches) Height: 138 mm (5.4 inches)
	Printing* ³ Width: 390 mm (15.4 inches) Depth: 504 mm (19.8 inches) Height: 138 mm (5.4 inches)

Product Information

Weight	Approx. 6.7 kg (14.8 lb) without the ink cartridges, the power cord, and the CD/DVD tray.
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*1 See the following illustration for details.

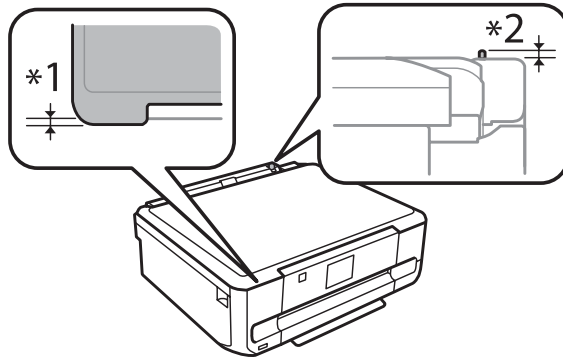
*3 With the output tray extension extended.

XP-710 Series

Dimensions	Storage (Without protruding parts) Width: 390 mm (15.4 inches) Depth: 338 mm (13.3 inches) Height: 138 mm (5.4 inches)
	Storage (Including protruding parts ^{*1*2}) Width: 390 mm (15.4 inches) Depth: 341 mm (13.4 inches) Height: 141 mm (5.6 inches)
	Printing ^{*3} Width: 390 mm (15.4 inches) Depth: 598 mm (23.5 inches) Height: 196 mm (7.7 inches)
Weight	Approx. 6.9 kg (15.2 lb) without the ink cartridges, the power cord, and the CD/DVD tray.

*1*2 See the following illustration for details.

*3 With the output tray extension extended.



XP-810 Series

Dimensions	Storage Width: 390 mm (15.4 inches) Depth: 339 mm (13.3 inches) Height: 191 mm (7.5 inches)
	Printing* Width: 438 mm (17.2 inches) Depth: 598 mm (23.5 inches) Height: 207 mm (8.1 inches)

Product Information

Weight	Approx. 8.2 kg (18.1 lb) without the ink cartridges, the power cord, and the CD/DVD tray.
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* With the output tray extension extended.

Electrical

XP-610 Series

		100-120 V Model	220-240 V Model
Input voltage range		90 to 132 V	198 to 264 V
Rated frequency range		50 to 60 Hz	50 to 60 Hz
Input frequency range		49.5 to 60.5 Hz	49.5 to 60.5 Hz
Rated current		0.7 A	0.35 A
Power consumption	Standalone copying	Approx. 18 W (ISO/IEC24712)	Approx. 18 W (ISO/IEC24712)
	Ready mode	Approx. 6.0 W	Approx. 6.0 W
	Sleep mode	Approx. 1.7 W	Approx. 1.7 W
	Power off	Approx. 0.2 W	Approx. 0.4 W

XP-710 Series

		100-120 V Model	220-240 V Model
Input voltage range		90 to 132 V	198 to 264 V
Rated frequency range		50 to 60 Hz	50 to 60 Hz
Input frequency range		49.5 to 60.5 Hz	49.5 to 60.5 Hz
Rated current		0.7 A	0.35 A
Power consumption	Standalone copying	Approx. 19 W (ISO/IEC24712)	Approx. 19 W (ISO/IEC24712)
	Ready mode	Approx. 6.5 W	Approx. 6.5 W
	Sleep mode	Approx. 1.7 W	Approx. 1.7 W
	Power off	Approx. 0.2 W	Approx. 0.4 W

XP-810 Series

		100-120 V Model	220-240 V Model
Input voltage range		90 to 132 V	198 to 264 V
Rated frequency range		50 to 60 Hz	50 to 60 Hz
Input frequency range		49.5 to 60.5 Hz	49.5 to 60.5 Hz
Rated current		0.7 A	0.35 A

Product Information

Power consumption	Standalone copying	Approx. 19 W (ISO/IEC24712)	Approx. 19 W (ISO/IEC24712)
	Ready mode	Approx. 7.0 W	Approx. 7.0 W
	Sleep mode	Approx. 2.0 W	Approx. 2.0 W
	Power off	Approx. 0.2 W	Approx. 0.4 W

Note:

- Check the label on the back of the product for its voltage.
- For users in Belgium, power consumption when copying may vary. Check <http://www.epson.be> for the latest specifications.

Environmental

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

* Without condensation

Standards and approvals

U.S. model:

Safety	UL60950-1 CAN/CSA-C22.2 No.60950-1
EMC	FCC Part 15 Subpart B Class B CAN/CSA-CEI/IEC CISPR 22 Class B

This equipment contains the following wireless module.

Manufacture: Askey Computer Corporation

Type: WLU6117-D69 (RoHS)

This product conforms to Part 15 of the FCC Rules and RSS-210 of the IC Rules. Epson cannot accept responsibility for any failure to satisfy the protection requirements resulting from a non-recommended modification of the product. Operation is subject to the following two conditions: (1) this device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation of the device.

To prevent radio interference to the licensed service, this device is intended to be operated indoors and away from windows to provide maximum shielding. Equipment (or its transmit antenna) that is installed outdoors is subject to licensing.

Product Information

European model:

Low voltage directive 2006/95/EC	EN60950-1
EMC directive 2004/108/EC	EN55022 Class B EN61000-3-2 EN61000-3-3 EN55024
R&TTE directive 1999/5/EC	EN300 328 EN301 489-1 EN301 489-17 TBR21* EN60950-1

* This only applies to the XP-810 Series.

For European users:

We, Seiko Epson Corporation, hereby declare that the equipment Models, C492B, C491D, C491E are in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

For use only in Ireland, UK, Austria, Germany, Liechtenstein, Switzerland, France, Belgium, Luxemburg, Netherlands, Italy, Portugal, Spain, Denmark, Finland, Norway, Sweden, Iceland, Cyprus, Greece, Slovenia, Malta, Bulgaria, Czech, Estonia, Hungary, Latvia, Lithuania, Poland, Romania, and Slovakia.

Epson can not accept responsibility for any failure to satisfy the protection requirements resulting a non-recommended modification of the products.



Australian model:

EMC	AS/NZS CISPR22 Class B
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Epson hereby declares that the equipment Models, C492B, C491D, C491E are in compliance with the essential requirements and other relevant provisions of AS/NZS4268. Epson cannot accept responsibility for any failure to satisfy the protection requirements resulting from a non-recommended modification of the product.

Interface

Hi-Speed USB (Device Class for computers)
Hi-Speed USB (for PictBridge compliant devices/Mass storage class for external storage)*

* Epson cannot guarantee the operation of externally connected devices.

External USB device

Devices	The maximum capacities
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Product Information

CD-R drive*, DVD-R drive*, Blu-ray drive*	CD-ROM / CD-R: 700MB DVD-ROM / DVD-R: 4.7GB (CD-RW, DVD-RW, DVD+R, DVD+RW and Blu-ray Disc™ are not supported.)
MO drive*	1.3GB
Hard disk drive* USB Flash drive	2TB Formatted in FAT, FAT32, or exFAT

* External storage devices that are powered via USB are not recommended. Use only external storage devices with independent AC power sources.

Photo data file format	DCF (Design rule for Camera File system) version 1.0 or 2.0* compliant. * Photo data stored in digital cameras with built-in memory are not supported. JPEG with the Exif Version 2.3 standard.
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Where To Get Help

Technical Support Web Site

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

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

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

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

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

Contacting Epson Support

Before Contacting Epson

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

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

- Product serial number
(The serial number label is usually on the back of the product.)
- Product model
- Product software version
(Click **About**, **Version Info**, or similar button in the product software.)
- Brand and model of your computer
- Your computer operating system name and version
- Names and versions of the software applications you normally use with your product

Note:

Depending on the product, the dial list data for fax and/or network settings may be stored in the product's memory. Due to breakdown or repair of a product, data and/or settings may be lost. Epson shall not be responsible for the loss of any data, for backing up or recovering data and/or settings even during a warranty period. We recommend that you make your own backup data or take notes.

Help for Users in Europe

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

Help for Users in Australia

Epson Australia wishes to provide you with a high level of customer service. In addition to your product documentation, we provide the following sources for obtaining information:

Your Dealer

Don't forget that your dealer can often help identify and resolve problems. The dealer should always be the first call for advise on problems; they can often solve problems quickly and easily as well as give advise on the next step to take.

Internet URL <http://www.epson.com.au>

Access the Epson Australia World Wide Web pages. Worth taking your modem here for the occasional surf! The site provides a download area for drivers, Epson contact points, new product information and technical support (e-mail).

Epson Helpdesk

Epson Helpdesk is provided as a final backup to make sure our clients have access to advice. Operators on the Helpdesk can aid you in installing, configuring and operating your Epson product. Our Pre-sales Helpdesk staff can provide literature on new Epson products and advise where the nearest dealer or service agent is located. Many types of queries are answered here.

The Helpdesk numbers are:

Phone: 1300 361 054

Fax: (02) 8899 3789

We encourage you to have all the relevant information on hand when you ring. The more information you prepare, the faster we can help solve the problem. This information includes your Epson product documentation, type of computer, operating system, application programs, and any information you feel is required.

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