



Epson AcuLaser **CX29 Series**

User's Guide

NPD4437-00 EN

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Preface

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About License

RSA BSAFE

RSA BSAFE software, produced by RSA Security Inc., has been installed on this printer.



DES

This product includes software developed by Eric Young.

(eay@mincom.oz.au)

AES

Copyright© 2003, Dr Brian Gladman, Worcester, UK. All rights reserved. This product uses published AES software provided by Dr Brian Gladman under BSD licensing terms.

TIFF(libtiff)

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Copyright© 1991-1997 Silicon Graphics, Inc.

ICC Profile (Little cms)

Littlecms Copyright© 1998-2004 Marti Maria

JPEG

Our printer software uses some of the codes defined by the Independent JPEG Group.

Using This Guide

Conventions

1. In this guide, personal computers and workstations are collectively called “computers”.
2. The following terms are used throughout this guide:

Important:

Important information that must be read and followed.

Note:

Additional information that merits emphasis.

See Also:

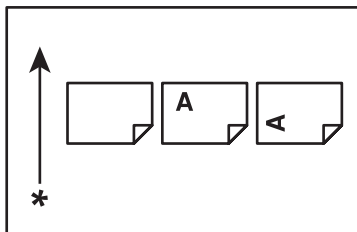
References within this guide.

3. Orientation of documents or paper is described in this guide as follows:

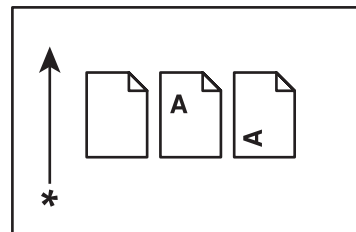
☐, ☐, Long Edge Feed (LEF): Loading the document or paper in portrait orientation.

☐, ☐, Short Edge Feed (SEF): Loading the document or paper in landscape orientation.

LEF Orientation



SEF Orientation



* Paper feed direction

Illegal Copies and Printouts

Copying or printing certain documents may be illegal in your country. Penalties of fines or imprisonment may be imposed on those found guilty. The following are examples of items that may be illegal to copy or print in your country.

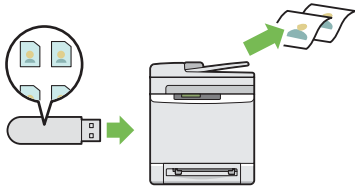
- Currency
- Banknotes and checks
- Bank and government bonds and securities
- Passports and identification cards
- Copyright material or trademarks without the consent of the owner
- Postage stamps and other negotiable instruments

This list is not inclusive and no liability is assumed for either its completeness or accuracy. In case of doubt, contact your legal counsel.

Product Features

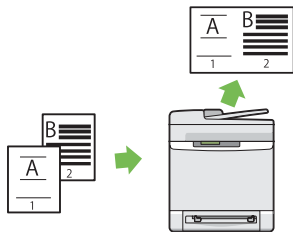
Features

This section describes the product features and indicates their links.

Print From USB Memory (USB Direct Print)

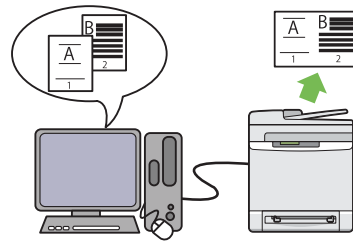
Print From USB Memory feature allows you to print directly from your USB storage device without starting your computer. Without requiring you to start your computer and an application, this feature allows quick printing with simple procedures.

For more information, see “Direct Print Using the USB Storage Device” on page 106.

N-Up (2-in-1 Copy)

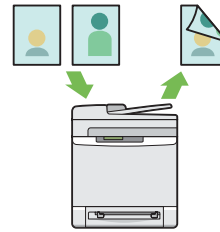
You can copy two original pages onto one sheet of paper by selecting N-Up on the operator panel when you make a copy. This feature helps save paper.

For more information, see “N-Up” on page 145.

Multiple-Up Print

Multiple-Up enables you to print multiple pages on a single sheet of paper. This feature allows you to reduce the paper consumption.

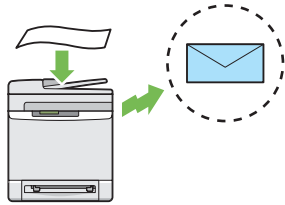
For more information, see the print driver's help.

2-Sided (Duplex Copy)

You can copy documents on both sides of a sheet of paper by selecting 2-Sided on the operator panel when you make a copy. This feature helps save paper.

For more information, see “2-Sided” on page 145.

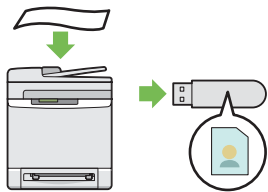
Sending an E-Mail With the Scanned Image (Scan to E-mail)



When you want to send scanned data by e-mail, use the Scan to E-mail feature. You can directly send the data scanned as an e-mail attachment. You can choose destination e-mail addresses from the address book on the printer or server. Or, you can enter the address from the printer's operator panel using the numeric keypad.

For more information, see "Sending an E-Mail With the Scanned Image" on page 180.

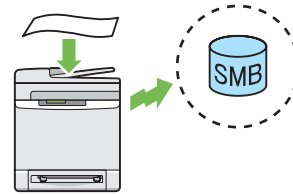
Scanning to a USB Storage Device



You don't need a computer to connect your USB storage device to save the scanned data. Insert your USB storage device in the port on the printer, and save the scanned data directly to your USB storage device.

For more information, see "Scanning to a USB Storage Device" on page 179.

Scanning to Network (Scan to SMB)



You can transfer data scanned to a PC or a server via SMB without service software. Although prior registration of the destination PC on the address book is required, it helps save your time.

For more information, see "Using a Scanner on the Network" on page 158.

Making Copies From the Document Glass (Scan From Document Glass)



You can scan the pages of a book or a brochure from the document glass. When you scan documents using the document glass, place them face down.

For more information, see "Making Copies From the Document Glass" on page 126.

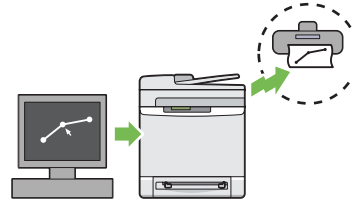
Making Copies From the ADF (Scan From ADF)



You can scan pieces of unbound paper using the automatic document feeder (ADF). When you scan documents using the ADF, load them face up.

For more information, see “Making Copies From the ADF” on page 129.

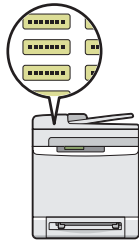
Sending a Fax from the Driver (Direct Fax) (Direct Fax from PC)



You can directly send faxes from your PC using the fax driver. You can specify the fax settings like the normal fax. Also, you can specify the recipient's fax number using the numeric keypad, or the address book or phone book.

For more information, see “Sending a Fax from the Driver (Direct Fax)” on page 202.

Address Book



Address Book simplifies the recipient specification. You can use the address book on the printer as well as on the server. Select the desired address or fax number from the address book when using the Scan to E-mail or Scan to Network feature, or sending faxes.

For more information, see “Address Book Editor” on page 54.

Chapter 1

Specifications

Copy Function

| Items | Description |
|---------------------------|--|
| Type | Console |
| Memory | 256 MB (Maximum 768 MB) |
| HDD | — |
| Color Capability | Full color |
| Printing Resolution | Output resolution: 600 × 600 dpi |
| Halftone/Printable Colors | 256 color gradation for each color (16,700,000 colors) |
| Original Paper Size | Document glass: The maximum size is 215.9 × 297 mm for both sheets and books. Automatic document feeder (ADF): The maximum size is 215.9 × 355.6 mm for sheets. Acceptable weight range is 50 to 125 gsm. |
| Output Paper Size | Maximum: Legal (8.5 × 14"), 215.9 × 355.6 mm Minimum: Monarch Image loss width: Top edge, 4 mm or less; bottom edge, 4 mm or less; left and right edges, 4 mm or less |
| Output Paper Weight | 60 – 216 gsm Important: Use paper recommended by Epson. Copying may not be performed correctly depending on the conditions. |
| Reduction/Enlargement | Preset: 200%/141%/122%/100%/81%/70%/50% Variable: 25% to 400% (Settable in 1% increments) |

| Items | Description |
|-----------------------|--|
| Continuous Copy Speed | Monochrome: A4 : 23 sheets/minute Color: A4 : 23 sheets/minute Important: <input type="checkbox"/> The speed may be reduced due to image quality adjustment. <input type="checkbox"/> The performance may be reduced depending on the paper type. |
| Paper Tray Capacity | Standard: 250 sheets (Standard 250-sheet tray) + 1 sheet (Single sheet feeder (SSF)) Maximum paper capacity: 501 sheets (standard + Optional 250-sheet paper cassette unit) Important: When using 80 gsm paper |
| Continuous Copy | 99 images Note: The machine may pause temporarily to perform image quality adjustment. |
| Output Tray Capacity | Approximately 150 sheets (A4 <input type="checkbox"/>) Important: When using 80 gsm paper |
| Power Supply | AC 220 – 240 V±10%/110 – 127 V±10%, 5/10A for both 50/60 Hz±3% |
| Power Consumption | Maximum power consumption: 1100 W Running mode: 410 W (Average) Standby mode: 60 W (Average) Low Power mode: 35 W or less Sleep mode: 18.4 W or less |
| Dimensions | Width 430 × Depth 544.2 × Height 584.4 mm |

| Items | Description |
|-------------------|--|
| Machine Weight | 28.6 kg Important: <input type="checkbox"/> The weight of paper is not included. <input type="checkbox"/> The weight of the toner cartridges are included. |
| Space Requirement | Width 780 × Depth 1232.4 mm |

Print Function

| Items | Description |
|------------------------|--|
| Type | Built-in |
| Continuous Print Speed | Same as the Copy Function Important: <input type="checkbox"/> The speed may be reduced due to image quality adjustment. <input type="checkbox"/> The performance may be reduced depending on the paper type. |
| Print Resolution | Output resolution: 600 × 600 dpi |
| PDL | PCL 5e, PCL 5c, PCL 6, PostScript 3 |
| Protocol | TCP/IP (LPD, Port9100, WSD, HTTP, SMTP, RARP, AutoIP, WINS, DDNS, IPP, SMB), SNMP, DHCP, BOOTP, Bonjour (mDNS) Note: <input type="checkbox"/> WSD stands for Web Services on Devices. <input type="checkbox"/> WSD is available only on Windows Vista®, Windows® 7, Windows Server® 2008, or Windows Server® 2008 R2. |

| Items | Description |
|------------------|--|
| Operating System | Standard: PCL6 and PostScript drivers Microsoft® Windows® XP, Microsoft® Windows Server® 2003, Microsoft® Windows Server® 2008, Microsoft® Windows Vista®, Microsoft® Windows® 7, Microsoft® Windows® XP x64, Microsoft® Windows Server® 2003 x64, Microsoft® Windows Server® 2008 x64, Microsoft® Windows Vista® x64, Microsoft® Windows Server® 2008 R2 x64, Microsoft® Windows® 7 x64, Mac OS® X 10.4 – 10.6, Red Hat Enterprise Linux 4 WS/5 Client (x86), SUSE Linux Enterprise Desktop 10/11 (x86) Important: For information about the latest supported OS, contact our Customer Support Center. |
| Fonts | Build-in fonts PCL5 and PCL6 fonts: 81 fonts and 36 symbol sets PostScript3: 136 fonts PDF Font: 14 fonts |
| Connectivity | Standard: Ethernet (1000BASE-TX/100BASE-TX/10BASE-T), USB 2.0 |

Scan Function

| Items | Description |
|---------------------|---------------------------|
| Type | Color scanner |
| Original Paper Size | Same as the Copy Function |

| Items | Description |
|---------------------|---|
| Scanning Resolution | 200/300/600/1200 dpi TWAIN: 50 to 9600 dpi WIA: 75/100/150/200/300/400/600 dpi |
| Scanning Halftone | 48-bit input / 24-bit output / 8-bit output for each RGB color |
| Scanning Speed | Monochrome : 16 sheets/minute Color : 8 sheets/minute Important: The scanning speed varies depending on documents. |
| Connectivity | Standard: Ethernet (1000BASE-TX/100BASE-TX/10BASE-T), USB 2.0 |
| Scan to PC | Protocol: TCP/IP (SMB) Operating System: Microsoft® Windows® XP, Microsoft® Windows Vista®, Microsoft® Windows Server® 2003, Microsoft® Windows Server® 2008, Microsoft® Windows® 7, Microsoft® Windows XP x64, Microsoft® Windows Vista® x64, Microsoft® Windows Server® 2003 x64, Microsoft® Windows Server® 2008 x64, Microsoft® Windows Server® 2008 R2 x64, Microsoft® Windows® 7 x64, Mac OS X 10.4 – 10.6 Important: For information about the latest supported OS, refer to the Epson Web site. File Format: PDF / JPEG (JFIF format) / TIFF (multi page 1 file) / TIFF (1 page 1 file) |
| Scan to e-mail | Protocol: TCP/IP (SMTP, POP3) File Format: PDF / JPEG (JFIF format) / TIFF (multi page 1 file) / TIFF (1 page 1 file) |

| Items | Description |
|--------------------|---|
| Scan to SMB | Protocol: TCP/IP (SMB) File Format: PDF / JPEG (JFIF format) / TIFF (multi page 1 file) / TIFF (1 page 1 file) |
| Scan to USB Memory | File Format: PDF / JPEG (JFIF format) / TIFF (multi page 1 file) / TIFF (1 page 1 file) Important: Operation with all type of USB memories is not guaranteed. |

Fax Function

| Items | Description |
|----------------------|---|
| Send Document Size | Document glass: Maximum: 215.9 × 297 mm ADF: Maximum: 215.9 × 355.6 mm |
| Recording Paper Size | A4, Letter, Legal |
| Transmission Time | 2 seconds Important: When transmitting an A4 size 700-character document in the standard quality (8 × 3.85 lines/mm) and high speed mode (33.6 kbps or above: JBIG). This is only the transmission speed for image information and does not include the controlling time for the communication. Note that the actual transmission time depends on the content of documents, the machine that the recipient uses, and the status of the communication line. |
| Transmission Mode | ITU-T Super G3, ITU-T G3 ECM, ITU-T G3 |
| Scanning Resolution | Standard: 200 × 100dpi (R8 (8dot/mm) × 3.85dot/mm) Fine/Photo: 200 × 200dpi (R8 (8dot/mm) × 7.7dot/mm) Superfine: 400 × 400dpi (R16 (16dot/mm) × 15.4dot/mm) |
| Coding Method | MH, MR, MMR, JBIG |

| Items | Description |
|--------------------|--|
| Transmission Speed | G3: 33.6/31.2/28.8/26.4/24.0/21.6/19.2/16.8/14.4/12.0/9.6/7.2/4.8/2.4kbps |
| No. of Fax Lines | PSTN, PBX. Leased line (3.4KHz/2-wire) RJ-11, 1 line |

Direct Fax Function

| Items | Description |
|-------------------------|---|
| Document Size | A4, Letter, Folio (8.5 × 13"), Legal (8.5 × 14") |
| Transmission Speed | Same as the Fax function |
| Transmission Resolution | Standard: 200 × 100dpi (R8 (8dot/mm) × 3.85dot/mm) Fine: 200 × 200dpi (R8 (8dot/mm) × 7.7dot/mm) Superfine: 400 × 400dpi (R16 (16dot/mm) × 15.4dot/mm) |
| Applicable Lines | Same as the Fax Function |
| Operating System | Microsoft® Windows® XP, Microsoft® Windows Vista®, Microsoft® Windows Server® 2003, Microsoft® Windows Server® 2008, Microsoft® Windows® 7, Microsoft® Windows® XP x64, Microsoft® Windows Server® 2003 x64, Microsoft® Windows Server® 2008 x64, Microsoft® Windows Vista® x64, Microsoft® Windows Server® 2008 R2 x64, Microsoft® Windows® 7 x64, Mac OS X 10.4 – 10.6 Important: For information about the latest supported OS, refer to the Epson Web site. |

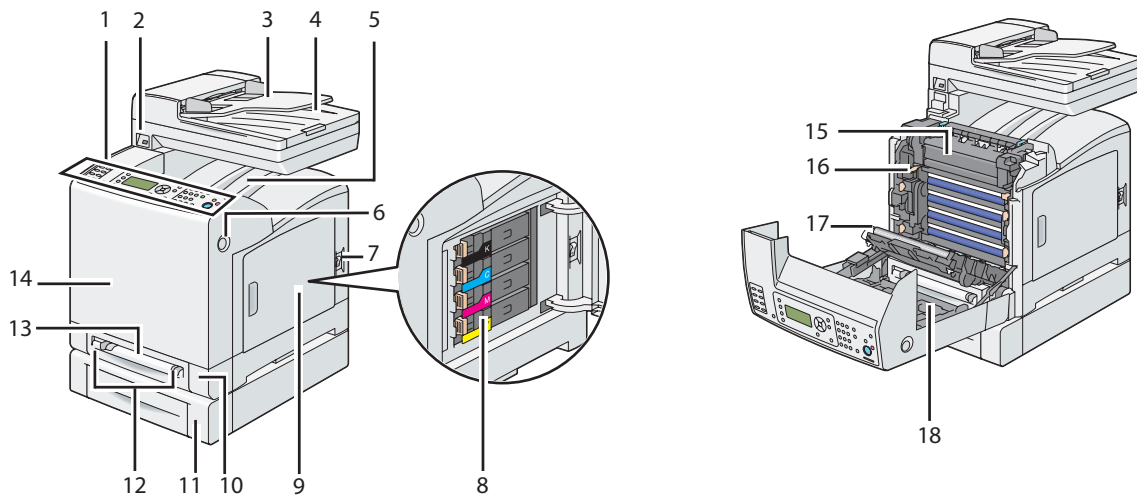
Chapter 2

Basic Operation

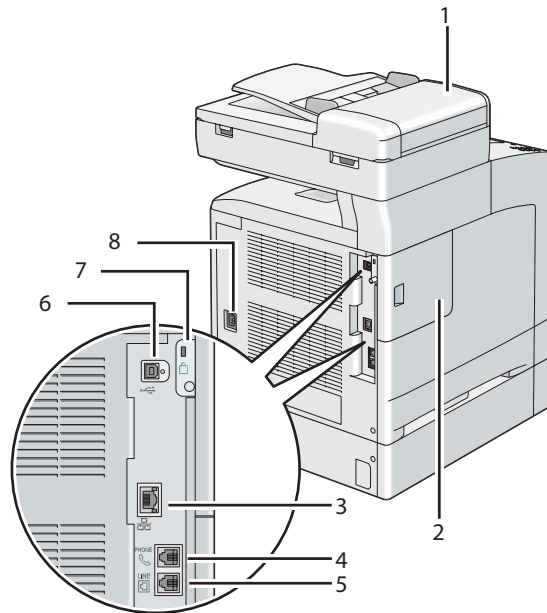
Main Components

This section provides an overview of your Epson AcuLaser CX29 Series.

Front View

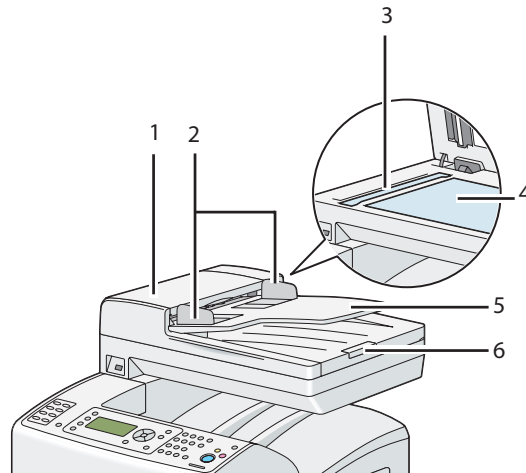


| | | | |
|----|--|----|-------------------------|
| 1 | Operator Panel | 2 | Front USB Port |
| 3 | Document Feeder Tray | 4 | Document Output Tray |
| 5 | Output Tray | 6 | Side Button |
| 7 | Power Switch | 8 | Toner Cartridge |
| 9 | Side Cover | 10 | Standard 250-Sheet Tray |
| 11 | Optional 250-Sheet Paper Cassette Unit | 12 | Width Guides |
| 13 | Single Sheet Feeder (SSF) | 14 | Front Cover |
| 15 | Fuser Unit | 16 | Drum Cartridge |
| 17 | Belt Unit | 18 | Optional Duplex Unit |

Rear View

| | | | |
|---|---------------------|---|---------------------|
| 1 | ADF Cover | 2 | Control Board Cover |
| 3 | Ethernet Port | 4 | Phone Connector |
| 5 | Wall Jack Connector | 6 | USB Port |
| 7 | Security Slot | 8 | Power Connector |

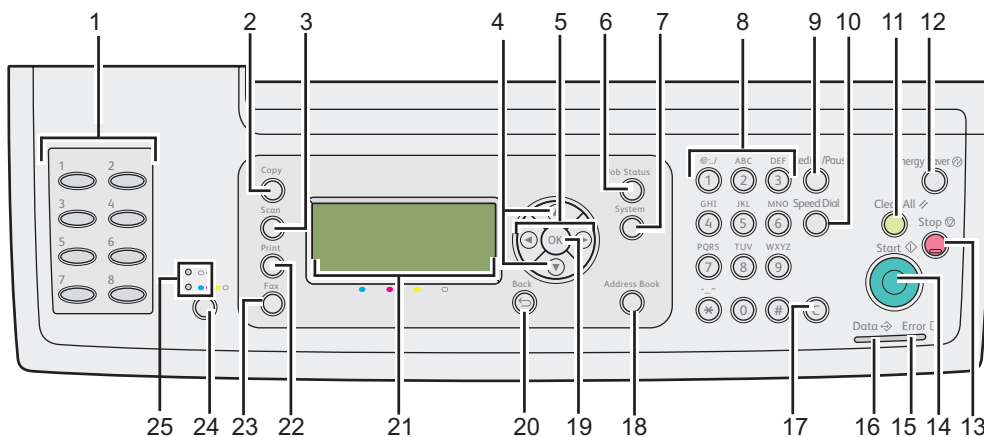
Automatic Document Feeder (ADF)



| | | | |
|---|----------------------|---|------------------|
| 1 | ADF Cover | 2 | Document Guides |
| 3 | ADF Glass | 4 | Document Glass |
| 5 | Document Feeder Tray | 6 | Document Stopper |



Operator Panel

The operator panel has a 168 × 64 dots liquid crystal display (LCD), light-emitting diodes (LED), control buttons, one touch dial buttons and numeric keypad, which allow you to control the printer.



1. One Touch Dial buttons

- Calls up the stored Fax number registered in the Phone Book. The first eight fax numbers in the Phone Book are assigned to the buttons in row order, starting from the left top corner.
2. **Copy** button
 - Moves to the top level of the Copy menu.
 3. **Scan** button
 - Moves to the top level of the Scan menu.
 4. **▲ ▼** buttons
 - Moves a cursor or highlight up or down.
 5. **◀ ▶** buttons
 - Moves a cursor or highlight left or right.
 6. **Job Status** button
 - Moves to the top level of the Job Status menu.
 7. **System** button
 - Moves to the top level of the System menu.
 8. Numeric keypad
 - Enters characters and numbers.
 9. **Redial / Pause** button
 - Re-dials a telephone number.
 - Inserts a pause during dialing.
 10. **Speed Dial** button
 - Calls up a stored telephone number.
 11. **Clear All** button
 - Resets the current setting, and returns to the top level of each menu.
 12. **Energy Saver** button

- Lights up in the Sleep mode. Press this button to exit the Sleep mode.
13. **Stop** button
- Cancels the current processing or pending job.
14. **Start** button
- Starts a job.
15. **Error** LED
- Lights up when the printer has an error.
16. **Data** LED
- Lights up for incoming, outgoing, or pending Fax jobs.
17. **C (Clear)** button
- Deletes characters and numbers.
18. **Address Book** button
- Moves to the top level of the Address Book menu.
19.  button
- Confirms the entry of values.
20.  (**Back**) button
- Returns to the previous screen.
21. LCD Panel
- Displays various settings, instructions, and error messages.
22. **Print** button
- Moves to the top level of the Print menu.
23. **Fax** button
- Moves to the top level of the Fax menu.

24. Color Mode button

- Switches the color mode.

25. B&W/Color LED

- Lights up to indicate which color mode is selected.

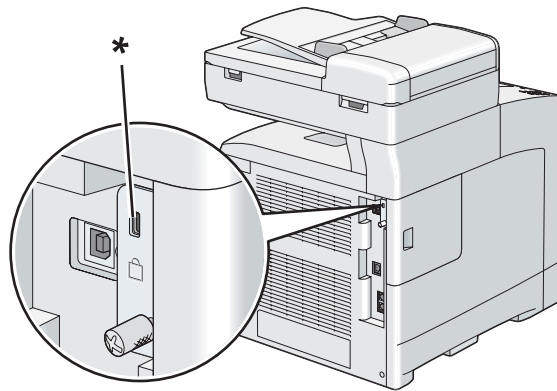
Note:

- Moving to a different menu or returning to a previous screen cancels the current entry or setting. Make sure to press the **OK** button to save the current entry or setting.
- For details on how to use the numeric keypad to enter alphanumeric characters, see “Using the Numeric Keypad to Enter Characters” on page 302.

Securing the Printer

To protect your printer from theft, you can use the optional Kensington lock.

Attach the Kensington lock to the security slot on your printer.

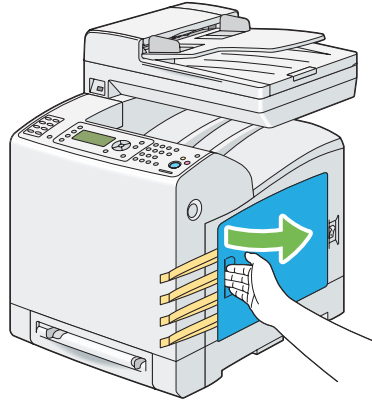


* Security slot

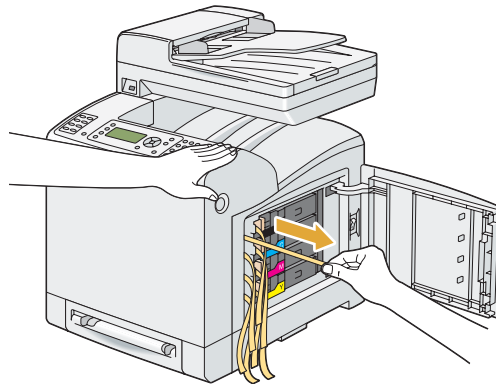
For details, see the operating instructions supplied with the Kensington lock.

Preparing Printer Hardware

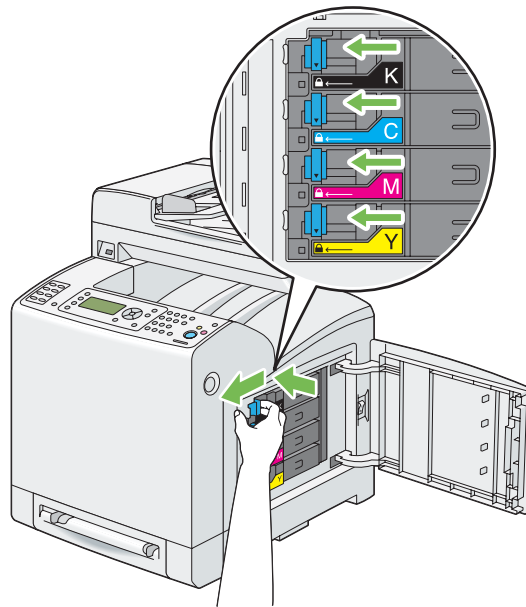
1. Open the side cover.



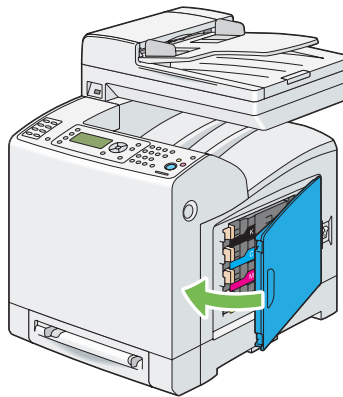
2. Completely pull out the eight yellow ribbons.



3. Push and slide the latches of the four toner cartridges to the locked position.



4. Close the side cover.



Installing Optional Accessories

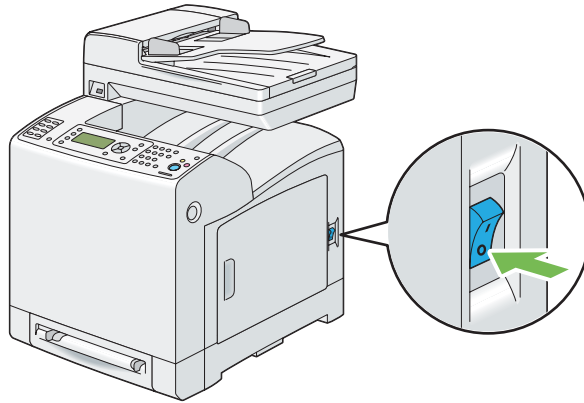
You can make the printer more functional by installing the optional accessories. This section describes how to install the printer's options such as the additional memory module, optional duplex unit and optional 250-sheet paper cassette unit.

Installing the Additional Memory Module

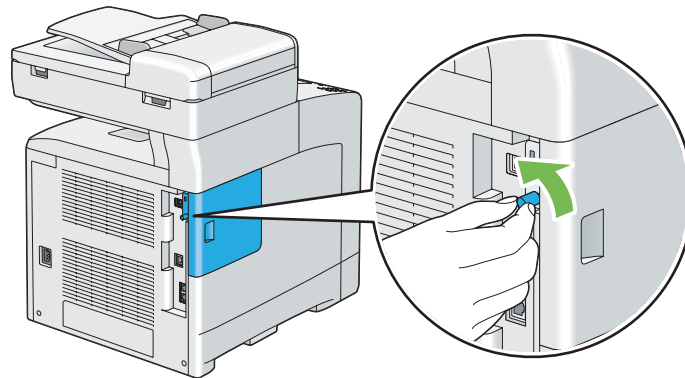
Note:

Your printer supports additional 512 MB memory module.

1. Turn off the printer.



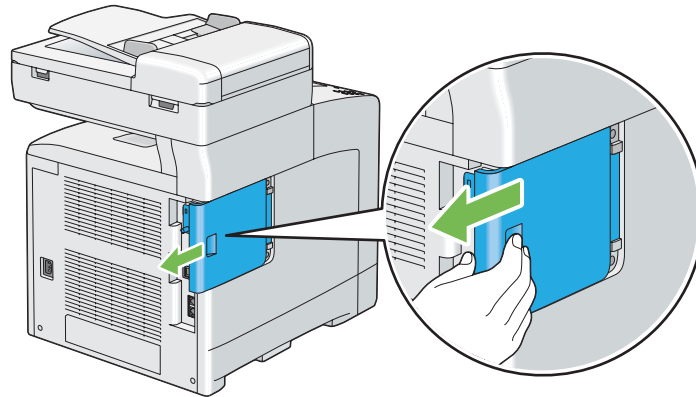
2. Turn the screw on the control board cover counterclockwise.



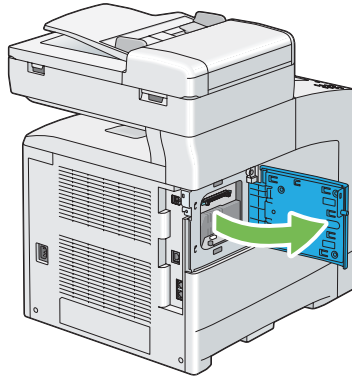
Note:

Loosen the screw. You do not need to remove the screw.

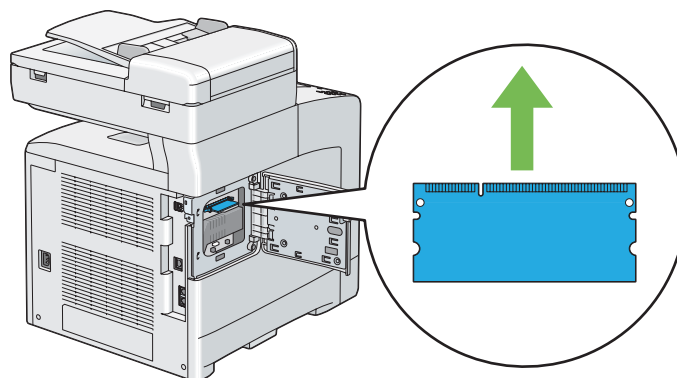
3. Slide the control board cover towards the rear of the printer.



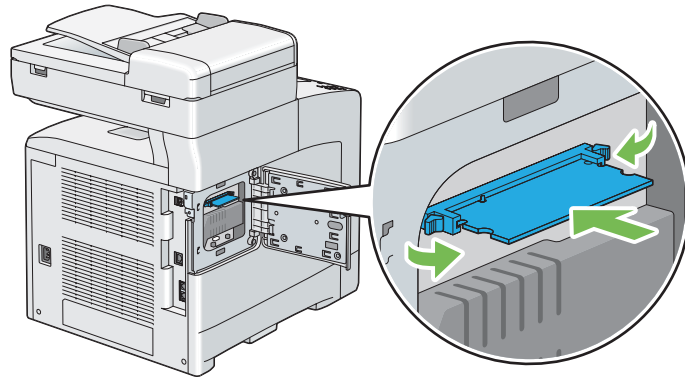
4. Open the control board cover completely.



5. Align the connector of the memory module with the slot and insert the memory module into the slot.



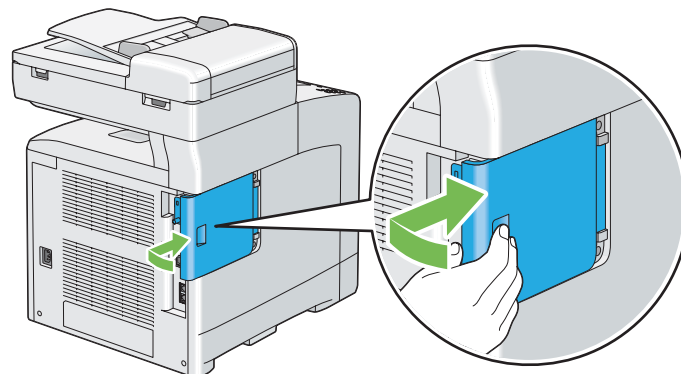
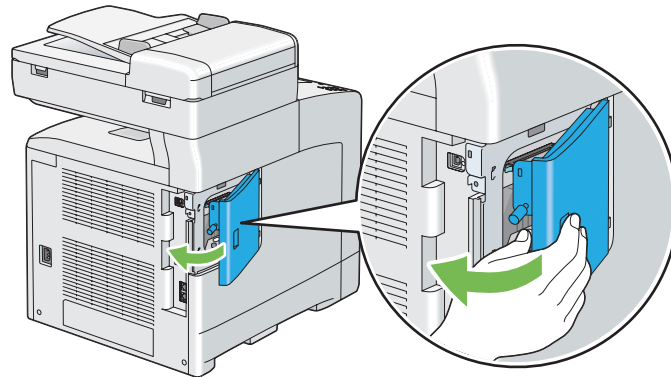
6. Push the memory module firmly into the slot.



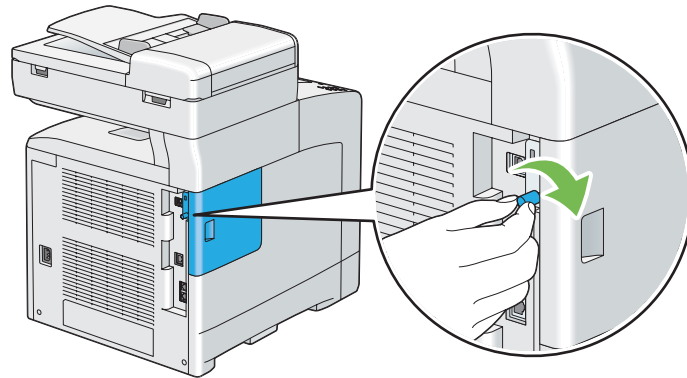
Note:

Ensure that the memory module is firmly fixed in the slot and does not move easily.

7. Close the control board cover, and slide it towards the front of the printer.



8. Turn the screw clockwise.



9. Turn on the printer.
10. Print the System Settings page to confirm that the newly installed memory module is detected by the printer.
 - a Press the **System** button.
 - b Select `Report/List`, and then press the **OK** button.
 - c Select `System Settings`, and then press the **OK** button.

The System Settings page is printed.

11. Confirm the amount of **Memory Capacity** listed under **General** in the System Settings page.

If the memory capacity has not increased, turn off the printer, unplug the power cord, and re-install the memory module.

12. If you installed the additional memory module after installing the print driver, update your driver by following the instructions for the operating system you are using. If the printer is on a network, update the driver for each client.

Updating Your Driver to Detect Additional Memory Module

The following procedure uses Microsoft® Windows® and the PCL 6 driver as an example.

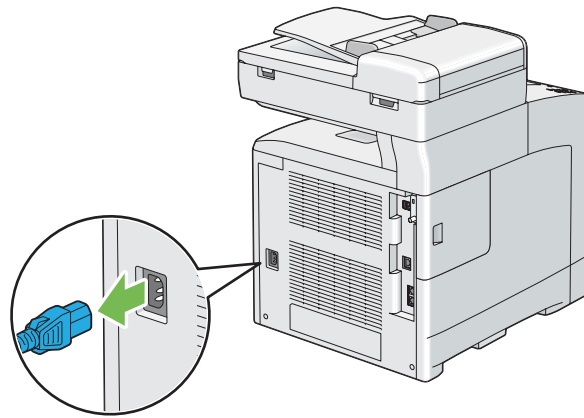
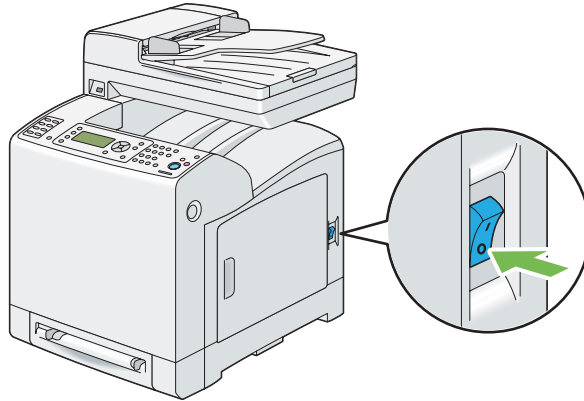
| | |
|---|--|
| <p>Microsoft® Windows® 7/ Windows 7 x64/ Windows Server® 2008 R2 x64</p> | <ol style="list-style-type: none"> 1. Click Start — Devices and Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Printer properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Devices and Printers folder. |
| <p>Windows Vista®/ Windows Vista x64</p> | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Hardware and Sound — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| <p>Windows Server 2008/ Windows Server 2008 x64</p> | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| <p>Windows XP/ Windows XP x64/ Windows Server 2003/ Windows Server 2003 x64</p> | <ol style="list-style-type: none"> 1. Click Start (start for Windows XP) — Printers and Faxes. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers and Faxes folder. |

If the printer information is not updated automatically after clicking **Get Information from Printer**, follow these steps:

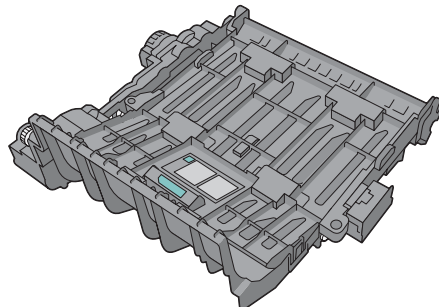
1. Click the **Options** tab, and then select **Memory Capacity** in **Items**.
2. Select the total amount of the installed printer memory in **Memory Capacity**.
3. Click **Apply**, and then click **OK**.
4. Close the **Printers and Faxes** (, **Printers**, or **Devices and Printers**) folder.

Installing the Optional Duplex Unit

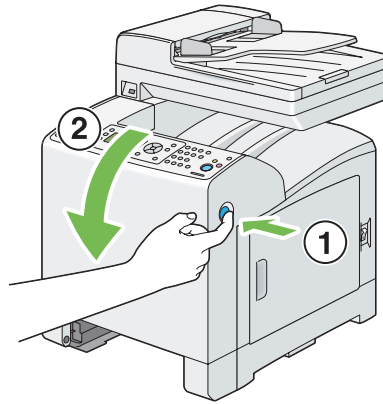
1. Turn off the printer and disconnect the power cord.



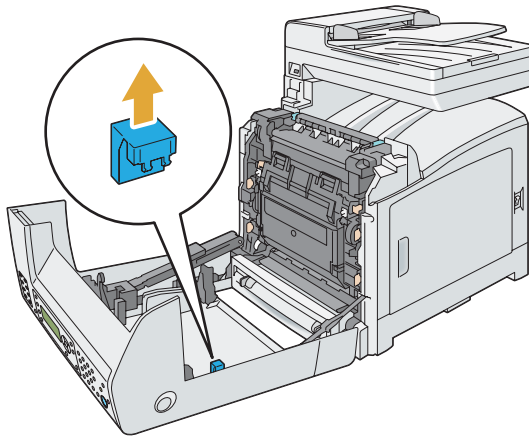
2. Unpack the optional duplex unit.



3. Push the side button to open the front cover.



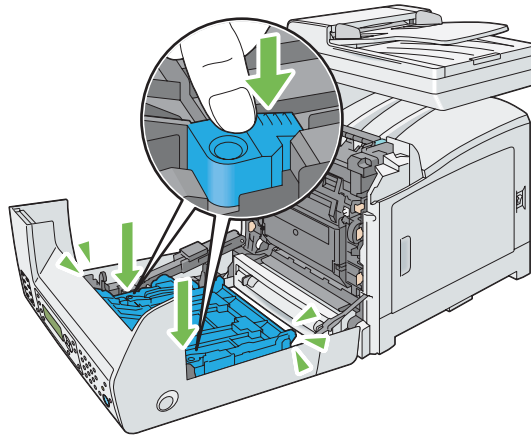
4. Remove the connector cap.



Important:

Make sure to remove the cap that is attached to the printer. Installing the optional duplex unit without removing the cap may result in damage or malfunction of the printer.

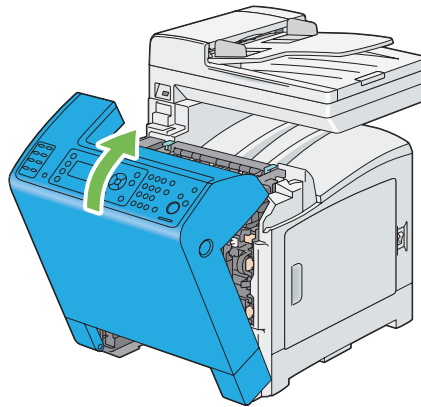
5. Face the connectors of the optional duplex unit over the slots and push the optional duplex unit into them.



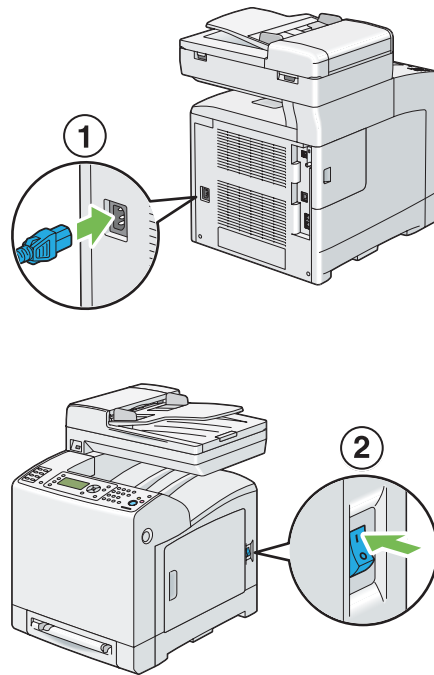
Note:

Make sure the optional duplex unit is securely installed in the printer and cannot be easily moved.

6. Close the front cover.



7. Reconnect the power cord to the power connector and turn on the printer.



8. If you installed the optional duplex unit after installing the print driver, update your driver by following the instructions for each operating system. If the printer is on a network, update the driver for each client.

Updating Your Driver to Detect Optional Duplex Unit

The following procedure uses Microsoft® Windows® and the PCL 6 driver as an example.

| | |
|--|---|
| Microsoft Windows 7/ Windows 7 x64/ Windows Server 2008 R2 x64 | <ol style="list-style-type: none"> 1. Click Start — Devices and Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Printer properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Devices and Printers folder. |
|--|---|

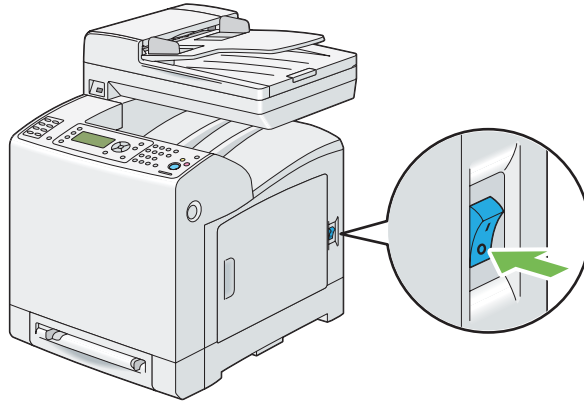
| | |
|---|--|
| Windows Vista/ Windows Vista x64 | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Hardware and Sound — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| Windows Server 2008/ Windows Server 2008 x64 | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| Windows XP/ Windows XP x64/ Windows Server 2003/ Windows Server 2003 x64 | <ol style="list-style-type: none"> 1. Click Start (start for Windows XP) — Printers and Faxes. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers and Faxes folder. |

If the printer information is not updated automatically after clicking **Get Information from Printer**, follow these steps:

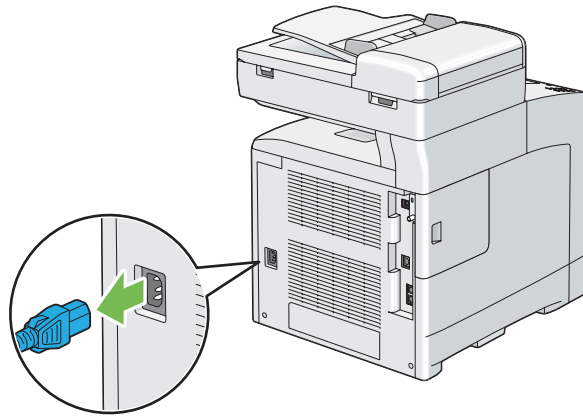
1. Click the **Options** tab, and then select **Duplexer** in **Items**.
2. Select **Available** for the optional duplex unit setting in **Duplexer**.
3. Click **Apply**, and then click **OK**.
4. Close the **Printers and Faxes** (, **Printers**, or **Devices and Printers**) folder.

Installing the Optional 250-Sheet Paper Cassette Unit

1. Turn off the printer.

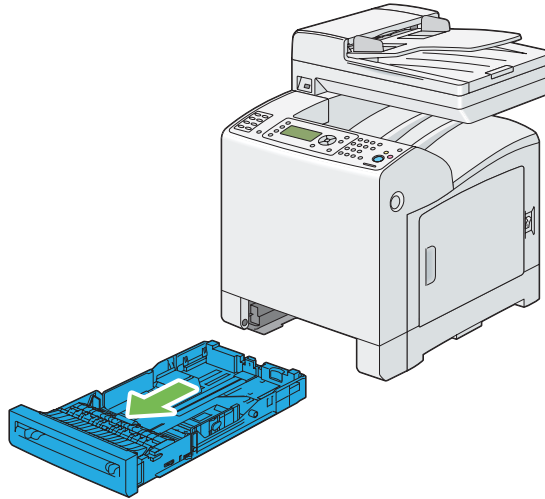


2. Disconnect the power cord from the power connector on the rear of the printer.



3. Remove the tape and the bag holding the screws.
4. Place the optional 250-sheet paper cassette unit in the location that the printer is located.

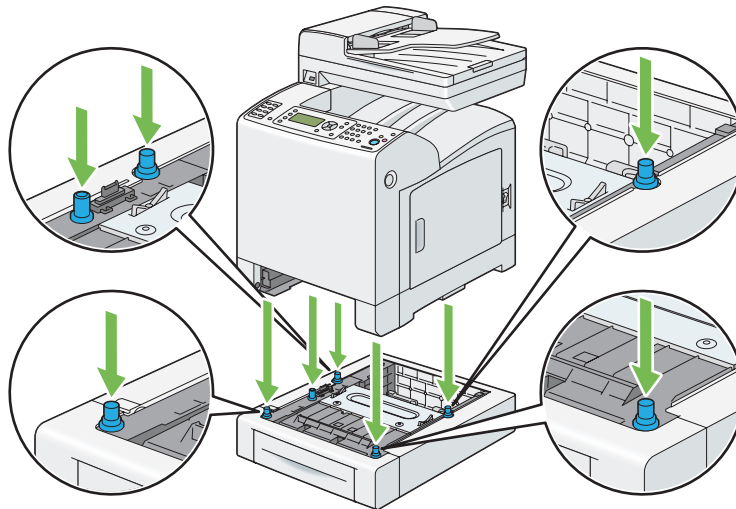
5. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



6. Lift the printer and align the five guide pins of the optional 250-sheet paper cassette unit with the holes at the bottom of the printer. Gently lower the printer onto the optional 250-sheet paper cassette unit.

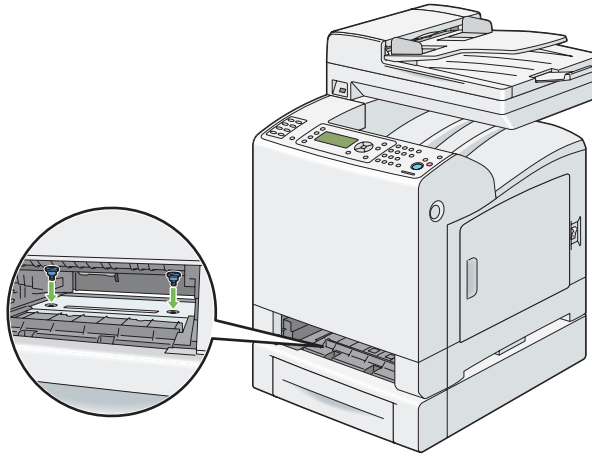
**Caution:**

Two people are required to lift the printer.

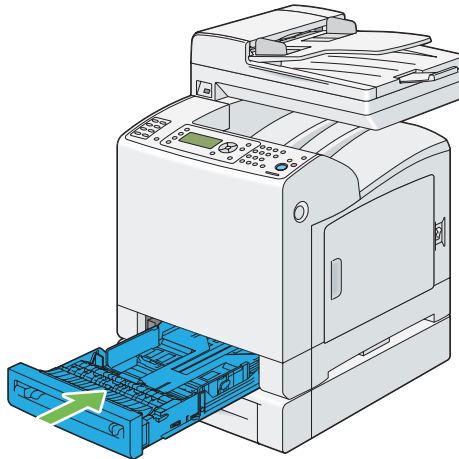
**Caution:**

Be careful not to pinch your fingers when lowering the printer onto the optional 250-sheet paper cassette unit.

- Secure the optional 250-sheet paper cassette unit to the printer by tightening the two screws provided with the cassette unit with a coin or similar object.



- Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:



Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

- Reconnect all cables into the rear of the printer and turn on the printer.

Note:

The printer will automatically detect the attached tray but will not detect the paper type.

- Print the System Settings page to confirm the optional 250-sheet paper cassette unit is installed correctly.





- a Press the **System** button.
- b Select Report/List, and then press the  button.
- c Select System Settings, and then press the  button.

The System Settings page is printed.

11. Confirm **Tray 2 (250 Sheet Feeder)** is listed under **Printer Options** in the System Settings page.

If the cassette unit is not listed, turn off the printer, unplug the power cord, and re-install the optional 250-sheet paper cassette unit.

12. After loading paper in the optional 250-sheet paper cassette unit, specify the paper type from the printer operator panel.

- a Press the **System** button.
- b Select Tray Settings, and then press the  button.
- c Select Tray 2, and then press the  button.
- d Select Paper Type, and then press the  button.
- e Select the paper type for the optional 250-sheet paper cassette unit, and then press the  button.

13. If you installed the optional 250-sheet paper cassette unit after installing the print driver, update your driver by following the instructions for each operating system. If the printer is on a network, update the driver for each client.

Updating Your Driver to Detect Optional 250-Sheet Paper Cassette Unit

The following procedure uses Microsoft® Windows® and the PCL 6 driver as an example.

| | |
|---|--|
| <p>Microsoft Windows 7/ Windows 7 x64/ Windows Server 2008 R2 x64</p> | <ol style="list-style-type: none"> 1. Click Start — Devices and Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Printer properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Devices and Printers folder. |
| <p>Windows Vista/ Windows Vista x64</p> | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Hardware and Sound — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| <p>Windows Server 2008/ Windows Server 2008 x64</p> | <ol style="list-style-type: none"> 1. Click Start — Control Panel — Printers. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers folder. |
| <p>Windows XP/ Windows XP x64/ Windows Server 2003/ Windows Server 2003 x64</p> | <ol style="list-style-type: none"> 1. Click Start (start for Windows XP) — Printers and Faxes. 2. Right-click the printer icon of the Epson AcuLaser CX29 Series and select Properties. 3. Click the Options tab, and then click Get Information from Printer. 4. Click Apply, and then click OK. 5. Close the Printers and Faxes folder. |

If the printer information is not updated automatically after clicking **Get Information from Printer**, follow these steps:

1. Click the **Options** tab, and then select **Paper Tray Configuration** in **Items**.
2. Select **Two trays** for the optional 250-sheet paper cassette unit setting in **Paper Tray Configuration**.
3. Click **Apply**, and then click **OK**.
4. Close the **Printers and Faxes** (, **Printers**, or **Devices and Printers**) folder.

Setting Initial Settings on the Operator Panel

You need to set the printer language, region, clock date, and time when you turn on printer for the first time.


When you turn on the printer, a wizard appears on the LCD panel. Follow the steps below to set the initial settings.

Note:




If you do not start configuring the initial settings, Ready appears on the LCD panel in three minutes. After that, you can set the following initial setup by enabling Power On Wizard on the LCD panel or EpsonNet Config if needed.

For more information on operator panel, see "Understanding the Printer Menus" on page 227.

For more information on EpsonNet Config, see "EpsonNet Config" on page 52.

1. Please Select Language appears. Select the language you want to use on the operator panel from the following drop-down list, and then press the  button.

| |
|---------------------|
| English |
| Français |
| Italiano |
| Deutsch |
| Español |
| Nederlands |
| Português |
| Русский |
| Türkçe |
| Traditional Chinese |
| Korean |

2. Press the  button to start setting the region.
3. Select your region, and then press the  button.
4. Select the appropriate time zone, and then press the  button.

5. Specify the current date, and then press the **OK** button.
6. Specify the current time, and then press the **OK** button.
7. Press the **OK** button for Fax Setup.

If you want to skip the Fax Setup, press the **Start** button to exit the wizard and to restart the printer.

8. Enter your fax number, and then press the **OK** button.
9. Enter a name, and then press the **OK** button.
10. Press the **OK** button to exit the wizard and to restart the printer.

Printing a Panel Settings Page

The Panel Settings page shows current settings for the operator panel menus.

1. Press the **System** button.
2. Select **Report/List**, and then press the **OK** button.
3. Select **Panel Settings**, and then press the **OK** button.

The Panel Settings page is printed.

Power Saver Mode

The printer has a power saving feature that reduces power consumption during periods of inactivity. This feature operates in two modes: the Low Power mode and Sleep mode. As delivered, the printer switches to the Low Power mode three minutes after the last print job is printed. The printer then switches to the Sleep mode after another six minutes of inactivity. When the printer is in the Low Power mode, the LCD backlight turns off. In the Sleep mode, **Energy Saver** button lights up. The display also goes blank and displays nothing.

The factory default settings of three minutes (Low Power mode) and six minutes (Sleep mode) are changeable within the range of 3 to 60 minutes (Low Power mode) and 1 to 6 minutes (Sleep mode). The printer returns to the ready-to-print state in about 30 seconds when re-activated.

See Also:

“Setting the Power Saver Timer Option” on page 301

Exiting the Power Saver Mode

The printer automatically exits the Power Saver mode when it receives a print job from a computer. To manually exit the Low Power mode, press any button on the operator panel. To exit the Sleep mode, press the **Energy Saver** button.

Note:

- Opening and closing a cover will cause the printer to exit the Low Power mode and the Sleep mode.*
- Opening and closing the ADF cover will cause the printer to exit the Sleep mode.*
- When the printer is in the Sleep mode, all buttons on the operator panel except for the **Energy Saver** button do not function. To use the buttons on the operator panel, press the **Energy Saver** button to exit the Sleep mode.*

See Also:

“Setting the Power Saver Timer Option” on page 301

Chapter 3

Printer Management Software

Print and Scan Drivers

To access all of your printer's features, install the print and scan drivers from the **Software Disc**.

- ❑ The print drivers enable your computer and printer to communicate and provide access to your printer features.
- ❑ The scan drivers enable you to scan images directly to your personal computer and place scanned images directly into an application via USB or the network.

See Also:

“Installing the Scan Driver” on page 151

EpsonNet Config

This section provides information on EpsonNet Config, a hyper text transfer protocol (HTTP)-based web page service that is accessed through your web browser.

These pages give you instant access to printer status, and printer configuration options. Anyone on your network can access the printer using their web browser software. In administrative mode you can change the configuration of the printer, set up your fax directories, and manage your printer settings without leaving your computer.

Note:

Users who are not given passwords by the administrator can still view the configuration settings and options in user mode. They will not be able to save or apply any changes to the current configuration.

Creating an Administrative Password

1. Launch your web browser.
2. Enter the IP address in the browser's **Address** field, and then press the **Enter** key.
3. Click the **Properties** tab.

4. In the left navigation panel, scroll down to **Security** and select **Administrator Settings**.
5. Select **Enabled** for **Administrator Mode**.
6. In the **Administrator Login ID** field, enter a name for the administrator.

Note:

The default ID and password are both blank (NULL).

7. In the **Administrator Password** and **Re-enter Password** fields, enter a password for the administrator.
8. In the **Maximum Login Attempts** field, enter the number of login attempts allowed.
9. Click **Apply**. Your new password has been set and anyone with the administrator name and password can log in and change the printer configuration and settings.

Status Monitor (Windows Only)

You can check the printer status with Status Monitor. Double-click the Status Monitor printer icon on the taskbar at the bottom right of the screen. The **Select Printer** window appears, which displays the printer name, printer connection ports, and printer status. Check the column **Status** to know the current status of your printer.

Status Settings button: Displays the **Status Settings** dialog box and allows you to modify the Status Monitor settings.

Click the name of the desired printer listed on the **Select Printer** window. The **Printer Status** window appears.

The **Printer Status** window alerts you when there is a warning or when an error occurs, for example, when a paper jam occurs or toner is running low.

By default, the **Printer Status** window launches when printing and an error occurs. When an error occurs, the error message appears on the **Printer Status** window. You can specify the conditions for starting the **Printer Status** window in **Auto start setup**.

To change the pop-up settings for the **Printer Status** window:

The following procedure uses Microsoft® Windows® XP as an example.

1. Click **start** — **All Programs** — **EPSON** — **Status Monitor** — **Activate Status Monitor**.

The **Select Printer** window appears.

2. Click **Status Settings**.

The **Status Settings** dialog box appears.

3. Select the **Pop up setting** tab, and then select the type of the pop-up from **Auto start setup**.

You can also check the toner level of your printer.

The Status Monitor is installed with your Epson print driver.

Address Book Editor

The Address Book Editor provides a convenient interface for modifying the printer's address book entries. With it you can create:

- Fax entries
- Email entries
- Server entries

When you start the software, if the printer is connected to your computer via USB or to a network, the Address Book Editor reads the printer's address book. You can create, edit, and delete entries. After making changes, you can then save the updated address book to the printer or to your computer.

The Address Book Editor can be installed from the **Software Disc**. It is available for Windows and Mac OS® X.

Express Scan Manager

The Express Scan Manager handles scan jobs sent from the printer to your computer via USB. When a scan job is sent from the printer to the computer, Express Scan Manager automatically manages the scan job.

Before scanning to your computer, start Express Scan Manager and configure the scan settings. You can specify settings for output destination.

The Express Scan Manager can be installed from the **Software Disc**. It is available for Windows and Mac OS X.

See Also:

“Scanning” on page 151

Chapter 4

Network Basics

Overview of Network Setup and Configuration

To set up and configure the network:

1. Connect the printer to the network using the recommended hardware and cables.
2. Turn on the printer and the computer.
3. Print the System Settings page and keep it for referencing network settings.
4. Install the driver software on the computer from the **Software Disc**. For information on driver installation, see the section in this chapter for the specific operating system you are using.
5. Configure the printer's TCP/IP address, which is required to identify the printer on the network.
 - Microsoft® Windows® operating systems: Run the Installer on the **Software Disc** to automatically set the printer's IP address if the printer is connected to an established TCP/IP network. You can also manually set the printer's IP address on the operator panel.
 - Mac OS® X and Linux systems: Manually set the printer's TCP/IP address on the operator panel.
6. Print a System Settings page to verify the new settings.

See Also:

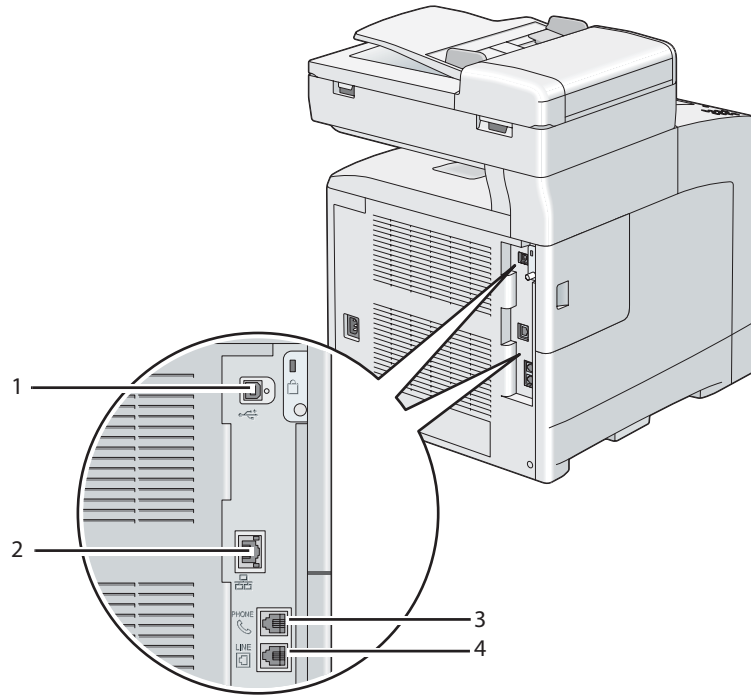
"Printing a System Settings Page" on page 121





Connecting Your Printer

Your Epson AcuLaser CX29 Series interconnection cables must meet the following requirements:

| Connection Type | Connection Specifications |
|-----------------|------------------------------------|
| USB | USB 2.0 |
| Ethernet | 10 Base-T/100 Base-TX/1000 Base-TX |

| | |
|---------------------|------|
| Wall jack connector | RJ11 |
| Phone connector | RJ11 |



| | | |
|---|---------------------|--|
| 1 | USB port |  |
| 2 | Ethernet port |  |
| 3 | Phone connector | PHONE  |
| 4 | Wall jack connector | LINE  |

Connecting Printer to Computer or Network

Connect the printer via Ethernet or USB. A USB connection is a direct connection and is not used for networking. An Ethernet connection is used for networking. Hardware and cabling requirements vary for the different connection methods. Ethernet cable and hardware are generally not included with your printer and must be purchased separately.

The available features for each connection type are shown in the following table.

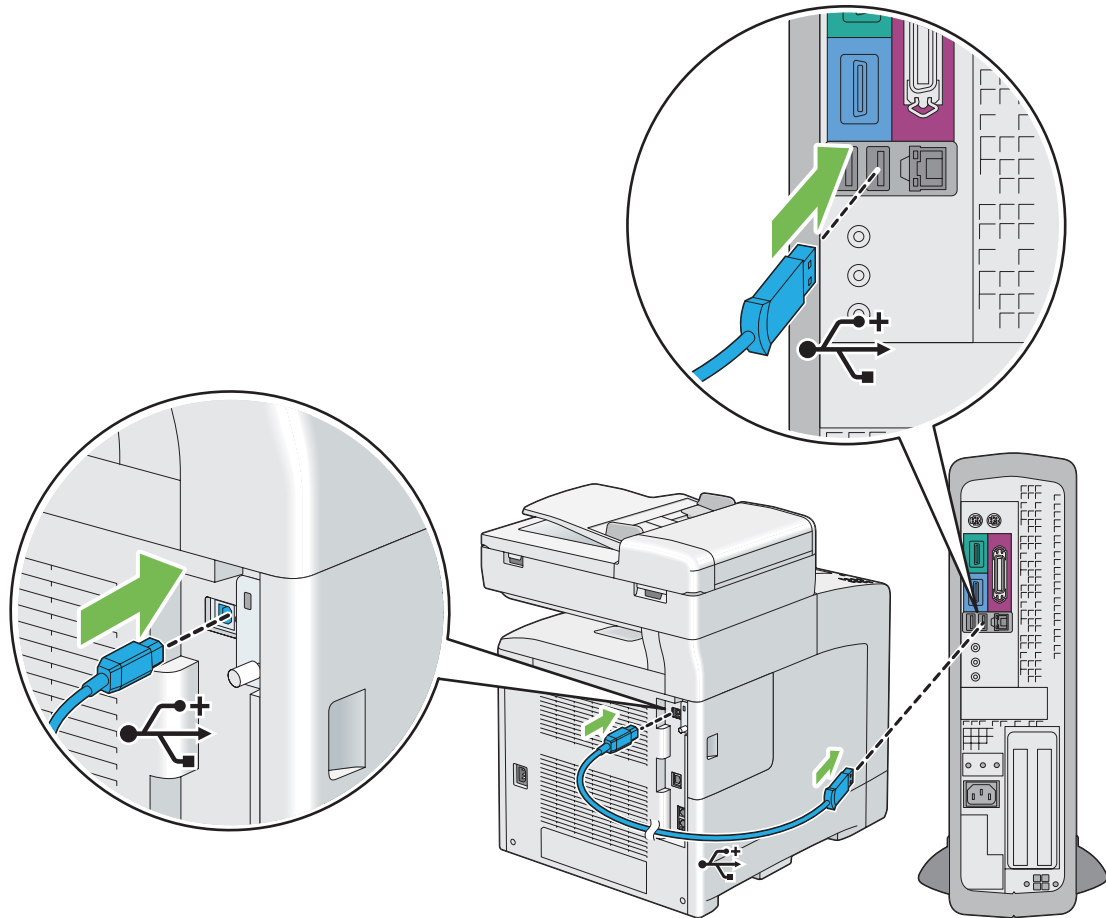
| Connection Type | Available Features |
|-----------------|---|
| USB | When connected via USB you can: <ul style="list-style-type: none"> <input type="checkbox"/> Instruct print jobs from a computer. <input type="checkbox"/> Scan and print an image into an application. <input type="checkbox"/> Scan and print an image to a folder on the computer. <input type="checkbox"/> Use the Address Book Editor to manage address book entries. |
| Ethernet | When connected via Ethernet you can: <ul style="list-style-type: none"> <input type="checkbox"/> Instruct print jobs from a computer on the network. <input type="checkbox"/> Scan to a computer on the network. <input type="checkbox"/> Scan to email. <input type="checkbox"/> Use EpsonNet Config to manage address book entries. |

USB Connection

A local printer is directly connected to your computer using the USB cable. If your printer is connected to a network instead of your computer, skip this section and go to “Network Connection” on page 59.

To connect the printer to a computer:

1. Connect the smaller USB connector into the USB port on the rear of the printer.



Note:

Ensure that you match the USB symbol on the cable to the USB symbol on the printer.

2. Connect the other end of the cable into a USB port of the computer.

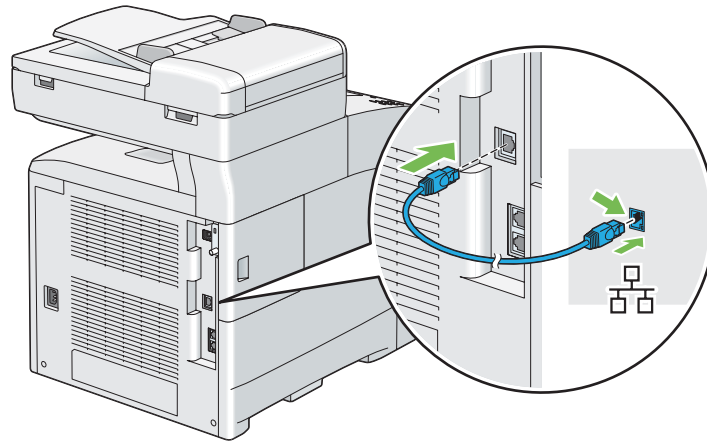
Note:

Do not connect the printer USB cable to the USB port available on the keyboard.

Network Connection

To connect the printer to a network:

1. Connect an Ethernet cable.



To connect the printer to the network, connect one end of the Ethernet cable into the Ethernet port on the rear of the printer, and the other end to a LAN drop or hub.

Setting the IP Address

TCP/IP and IP Addresses

If your computer is on a large network, contact your network administrator for the appropriate TCP/IP addresses and additional system settings information.

If you are creating your own small Local Area Network or connecting the printer directly to your computer using Ethernet, follow the procedure for automatically setting the printer's IP address.

Computers and printers primarily use TCP/IP protocols to communicate over an Ethernet network. With TCP/IP protocols, each printer and computer must have a unique IP address. It is important that the addresses are similar, but not the same; only the last digit needs to be different. For example, your printer can have the address 192.168.1.2 while your computer has the address 192.168.1.3. Another device can have the address 192.168.1.4.

Many networks have a Dynamic Host Configuration Protocol (DHCP) server. A DHCP server automatically programs an IP address into every computer and printer on the network that is configured to use DHCP. A DHCP server is built into most cable and Digital Subscriber Line (DSL) routers. If you use a cable or DSL router, see your router's documentation for information on IP addressing.

Automatically Setting the Printer's IP Address

If the printer is connected to a small established TCP/IP network without a DHCP server, use the installer on the **Software Disc** to detect or assign an IP address to your printer. For further instructions, insert the **Software Disc** into your computer's CD/DVD drive. After the Installer launches, follow the prompts for installation.

Note:

For the automatic installer to function, the printer must be connected to an established TCP/IP network.



Dynamic Methods of Setting the Printer's IP Address

There are two protocols available for dynamically setting the printer's IP address:

- DHCP (enabled by default)
- AutoIP






You can turn on/off both protocols using the operator panel, or use EpsonNet Config to turn on/off DHCP.


Note:

*You can print a report that includes the printer's IP address. On the operator panel, press the **System** button, select Report/List, press the  button, select System Settings, and then press the  button. The IP address is listed on the System Settings page.*

Using the Operator Panel

To turn on/off either the DHCP or AutoIP protocol:

1. On the operator panel, press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Wired Network, and then press the  button.
4. Select TCP/IP, and then press the  button.
5. Select IPv4, and then press the  button.
6. Select Get IP Address, and then press the  button.

7. Select **DHCP / Autonet**, and then press the  button.

Using EpsonNet Config

To turn on/off the DHCP protocol:

1. Launch your web browser.
2. Enter the IP address in the browser's **Address** field, and then press the **Enter** key.
3. Select **Properties**.
4. Select the **Protocol Settings** folder on the left navigation panel.
5. Select **TCP/IP**.
6. In the **Get IP Address** field, select the **DHCP / Autonet** option.
7. Click the **Apply** button.

Assigning an IP Address (for IPv4 Mode)

Note:









- When you assign an IP address manually in **IPv6** mode, use the *EpsonNet Config*. To display the *EpsonNet Config*, use the link local address. To check a link local address, see "Printing and Checking the System Settings Page" on page 65 on page 68.
- Assigning an IP address is considered as an advanced function and is normally done by a system administrator.
- Depending on the address class, the range of the IP address assigned may be different. On Class A, for example, an IP address in the range from 0.0.0.0 to 127.255.255.255 will be assigned. For assignment of IP addresses, contact your system administrator.


You can assign the IP address by using the operator panel.




1. Turn on the printer.


Ensure that **Ready** message appears on the LCD panel.


2. On the operator panel, press the **System** button.


3. Select `Admin Menu`, and then press the  button.
4. Select `Wired Network`, and then press the  button.
5. Select `TCP/IP`, and then press the  button.
6. Select `IPv4`, and then press the  button.
7. Select `Get IP Address`, and then press the  button.
8. Select `Panel`, and then press the  button.
9. Ensure that the message `This Setting Becomes Effective after Restart` appears, and then press any button.
10. Press the  button to select `IP Address`, and then press the  button.

The cursor is located at the first octet of the IP address.
11. Enter the value of the IP address using the numeric keypad.
12. Press the  button.


The cursor moves to the next octet.
13. Repeat steps 11 to 12 to set all of the digits in the IP address, and then press the  button.
14. Ensure that the message `This Setting Becomes Effective after Restart` appears, and then press any button.
15. Press the  button to select `Subnet Mask`, and then press the  button.

The cursor is located at the first octet of the subnet mask.
16. Enter the value of the subnet mask using the numeric keypad.
17. Press the  button.

The cursor moves to the next octet.
18. Repeat steps 16 to 17 to set subnet mask, and then press the  button.

19. Ensure that the message `This Settings Becomes Effective after Restart` appears, and then press any button.
20. Press the ▼ button to select `Gateway Address`, and then press the  button.

The cursor is located at the first octet of the gateway address.
21. Enter the value of the gateway address using the numeric keypad.
22. Press the ► button.

The cursor moves to the next octet.
23. Repeat steps 21 to 22 to set gateway address, and then press the  button.
24. Ensure that the message `This Settings Becomes Effective after Restart` appears, and then press any button.
25. Turn off and turn on the printer.

See Also:

“Operator Panel” on page 28

Verifying the IP Settings

You can confirm the settings by printing the system settings report or using the ping command.

The following procedure uses Windows XP as an example.

1. Print the System Settings page.
2. Look under the **IPv4** heading on the System Settings page to ensure that the IP address, subnet mask, and gateway are appropriate.

To verify if the printer is active on the network, run the ping command in your computer:

1. Click **start**, and select **Run**.
2. Enter **cmd**, and then click **OK**.

A black window is displayed.



3. Enter **ping xx.xx.xx.xx** (where **xx.xx.xx.xx** is the IP address of your printer), and then press the **Enter** key.
4. Reply from the IP address denotes printer is active on the network.

See Also:

“Printing and Checking the System Settings Page” on page 65

Printing and Checking the System Settings Page

Print the System Settings page and check your printer's IP address by using the operator panel.

1. On the operator panel, press the **System** button.
2. Select `Report/List`, and then press the  button.
3. Select `System Settings`, and then press the  button.

The System Settings page is printed.

4. Confirm the IP address next to **IP Address** under **Network (Wired)** on the System Settings page. If the IP address is **0.0.0.0**, wait for a few minutes to resolve the IP address automatically, and then print the System Settings page again.

If the IP address is not resolved automatically, see “Assigning an IP Address (for IPv4 Mode)” on page 62.

Installing Print Driver on Computers Running Windows

Identifying Print Driver Pre-install Status (For Network Connection Setup)

Before installing the print driver on your computer, print the System Settings page to check the IP address of your printer.

The Operator Panel

1. Press the **System** button.

2. Select **Report/List**, and then press the **OK** button.
3. Select **System Settings**, and then press the **OK** button.

The System Settings page is printed.

4. Find the IP address under **Network (Wired)** on the System Settings page.

If the IP address is **0.0.0.0**, wait for a few minutes to resolve the IP address automatically, and then print the System Settings page again.

If the IP address is not resolved automatically, see “Assigning an IP Address (for IPv4 Mode)” on page 62.

Disabling the Firewall Before Installing Your Printer

Note:

For Windows XP, Service Pack 2 or 3 must be installed.

If you are running one of the following operating systems, you must disable the firewall before installing the Epson printer software:

- Windows 7
- Windows Vista
- Windows Server 2008 R2
- Windows Server 2008
- Windows XP

The following procedure uses Windows XP as an example.

1. Click **start — Help and Support**.

Note:

*For Windows Vista, Windows Server 2008, Windows Server 2008 R2 and Windows 7 operating systems, if you use **Online Help**, switch to **Offline Help** on **Windows Help and Support** window.*

2. In the **Search** box, enter **firewall** and then press the **Enter** key.

In the list, click **Turn Windows Firewall on or off** and then follow the instructions on the screen.

Enable the firewall after the installation of the Epson printer software is complete.

Inserting the Software Disc

For Installing PCL Print Driver

1. Insert the **Software Disc** into your computer to start **Easy Install**.

Note:

*If the Software Disc does not automatically launch, click **Start** (start for Windows XP) — **All Programs** (for Windows Vista and Windows 7) — **Accessories** (for Windows Vista and Windows 7) — **Run**, and then enter **D:\setup.exe** (where D is the drive letter), and then click **OK**.*

For Installing PostScript Print Driver

1. Insert the **Software Disc** into your computer.

USB Connection Setup

For Installing PCL Print Driver

1. Turn on the printer.
2. Click **Easy Install**.

The **SOFTWARE LICENSE AGREEMENT** appears.

3. If you agree to the terms of the **SOFTWARE LICENSE AGREEMENT**, select **Agree** and then click **Next**.

The **Easy Install Navi** launches.

4. Click **Installing Driver and Software**.
5. Click **Print/Fax Driver**.
6. Click **Connect via USB**.
7. Follow the procedures described in the Help to install the print driver.

USB Printing

A personal printer is a printer attached to your computer or a print server using a USB. If your printer is attached to a network and not your computer, see “Network Connection Setup” on page 68.

For Installing PostScript Print Driver

Windows users should read the *PostScript User's Guide* for information on how to install the print driver.

Network Connection Setup

Note:

- ❑ *To use this printer in a Linux environment, you need to install a Linux driver. For more information on how to install and use these, see also “Installing Print Driver on Computers Running Linux (CUPS)” on page 75.*
- ❑ *When using a CD drive in a Linux environment, you need to mount the CD according to your system environment. The command strings are mount/media/CD-ROM.*

For installing PCL print driver

1. Turn on the printer.
2. Click **Easy Install**.

The **SOFTWARE LICENSE AGREEMENT** appears.

3. If you agree to the terms of the **SOFTWARE LICENSE AGREEMENT**, select **Agree** and then click **Next**.

The **Easy Install Navi** launches.

4. Click **Installing Driver and Software**.
5. Click **Print/Fax Driver**.
6. Select **Standard** or **Custom** setup.
7. Follow the on-screen instructions to install the print driver.

For installing PostScript print driver

Windows users should read the *PostScript User's Guide* for information on how to install the print driver.

Setting Up for Shared Printing

You can share your new printer on the network using the **Software Disc** that comes with your printer, or using Microsoft peer-to-peer method. However, if you use the Microsoft method, some features, such as the Status Monitor and other printer utilities, installed with the **Software Disc**, may not be available.

If you want to use the printer on a network, share the printer and install its drivers on all the computers on the network.

Note:

You need to purchase an Ethernet cable for shared printing.

For Windows XP, Windows XP 64-bit Edition, Windows Server 2003, and Windows Server 2003 x64 Edition

1. Click **Start** (**start** for Windows XP) — **Printers and Faxes**.
2. Right-click the printer icon and select **Properties**.
3. On the **Sharing** tab, select the **Share this printer** radio button, and then enter a name in **Share name** text box.
4. Click **Additional Drivers** and select the operating systems of all network clients that print to the printer.
5. Click **OK**.

If you are missing files, you are prompted to insert the server operating system CD.

6. Click **Apply**, and then click **OK**.

For Windows Vista and Windows Vista 64-bit Edition

1. Click **Start** — **Control Panel** — **Hardware and Sound** — **Printers**.

2. Right-click the printer icon and select **Sharing**.
3. Click **Change sharing options**.

The message **Windows needs your permission to continue** appears.

4. Click **Continue**.
5. Select the **Share this printer** check box, and then enter a name in **Share name**.
6. Click **Additional Drivers** and select the operating systems of all network clients that print to the printer.
7. Click **OK**.
8. Click **Apply**, and then click **OK**.

For Windows Server 2008 and Windows Server 2008 64-bit Edition

1. Click **Start — Control Panel — Printers**.
2. Right-click the printer icon and select **Sharing**.
3. Select the **Share this printer** check box, and then enter a name in **Share name**.
4. Click **Additional Drivers** and select the operating systems of all network clients that print to the printer.
5. Click **OK**.
6. Click **Apply**, and then click **OK**.

For Windows 7, Windows 7 64-bit Edition, and Windows Server 2008 R2

1. Click **Start — Devices and Printers**.
2. Right-click the printer icon and select **Printer properties**.
3. On the **Sharing** tab, select the **Share this printer** check box, and then enter a name in **Share name** text box.

4. Click **Additional Drivers** and select the operating systems of all network clients that print to the printer.
5. Click **OK**.
6. Click **Apply**, and then click **OK**.

To confirm that the printer is properly shared:

- Ensure that the printer object in the **Printers, Printers and Faxes** or **Devices and Printers** folder is shared. The shared icon is shown under the printer icon.
- Browse **Network** or **My Network Places**. Find the host name of the server and the shared name you assigned to the printer.

Now that the printer is shared, you can install the printer on network clients using the peer-to-peer method.

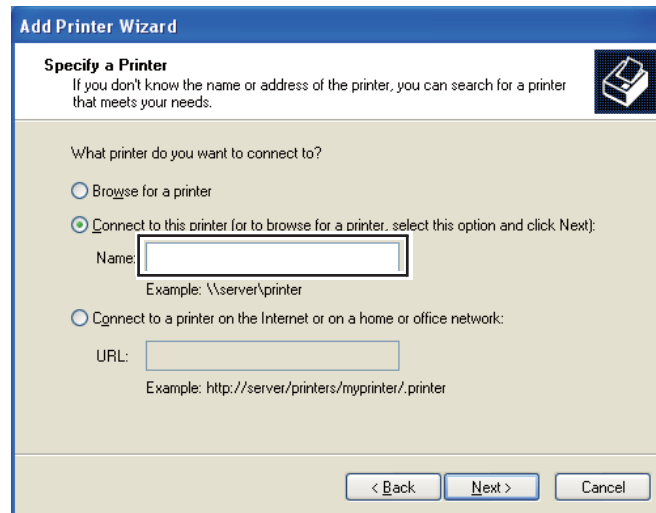
Peer-to-Peer

If you use the peer-to-peer method, the print driver is fully installed on each client computer. Network clients retain control of driver modifications. The client computer handles the print job processing.

For Windows XP, Windows XP 64-bit Edition, Windows Server 2003, and Windows Server 2003 x64 Edition

1. Click **start** (**Start** for Windows Server 2003 / Windows Server 2003 x64 Edition) — **Printers and Faxes**.
2. Click **Add a printer** (**Add Printer** for Windows Server 2003 / Windows Server 2003 x64 Edition) to launch the **Add Printer Wizard**.
3. Click **Next**.

4. Select **A network printer**, or **a printer attached to another computer**, and then click **Next**. If the printer is not listed, enter the path to the printer in the text box.



For example: \\[server host name][shared printer name]

The server host name is the name of the server computer that identifies it on the network. The shared printer name is the name assigned during the server installation process.

5. Click **Browse for a printer**, and then click **Next**.
6. Select the printer, and then click **Next**.

If this is a new printer, you may be prompted to install a print driver. If no system driver is available, you need to specify the path to available drivers.

7. Select **Yes** if you want this printer to be set as the default printer, and then click **Next**.

If you want to verify installation, click **Yes** to print a test page.

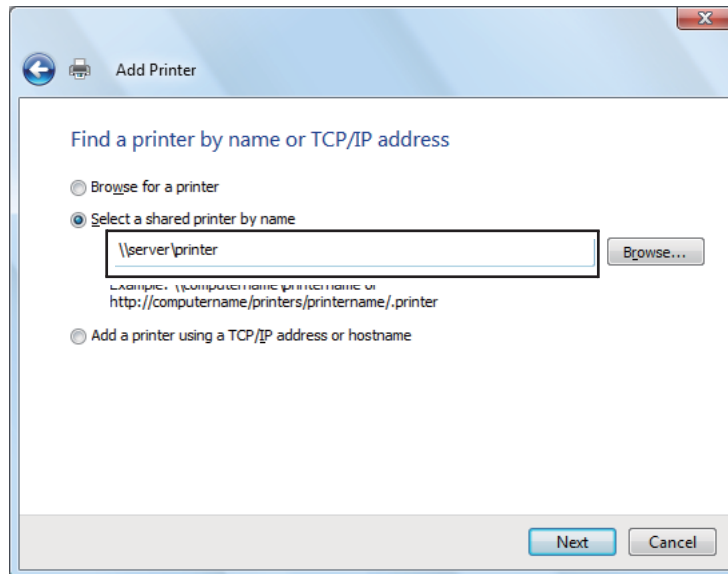
8. Click **Finish**.

When a test page prints successfully, installation is complete.

For Windows Vista and Windows Vista 64-bit Edition

1. Click **Start** — **Control Panel** — **Hardware and Sound** — **Printers**.

2. Click **Add a Printer** to launch the **Add Printer** wizard.
3. Select **Add a network, wireless or Bluetooth printer**, and then click **Next**. If the printer is listed, select the printer and click **Next**, or select **The printer that I want isn't listed** and enter the path of the printer in **Select a shared printer by name** and click **Next**.



For example: \\[server host name]\\[shared printer name]

The server host name is the name of the server computer that identifies it on the network. The shared printer name is the name assigned during the server installation process.

4. If this is a new printer, you may be prompted to install a print driver. If no system driver is available, you need to specify the path to available drivers.
5. Select **Yes** if you want this printer to be set as the default printer, and then click **Next**.
6. If you want to verify installation, click **Print a test page**.
7. Click **Finish**.

When a test page prints successfully, installation is complete.

For Windows Server 2008 and Windows Server 2008 64-bit Edition

1. Click **Start — Control Panel — Printers**.

2. Click **Add a Printer** to launch the **Add Printer** wizard.
3. Select **Add a network, wireless or Bluetooth printer**, and then click **Next**. If the printer is listed, select the printer and click **Next**, or select **The printer that I want isn't listed** and enter the path to the printer in **Select a shared printer by name** and click **Next**.

For example: \\[server host name]\[shared printer name]

The server host name is the name of the server computer that identifies it on the network. The shared printer name is the name assigned during the server installation process.

4. If this is a new printer, you may be prompted to install a print driver. If no system driver is available, you will need to provide a path to available drivers.
5. Select **Yes** if you want this printer to be set as the default printer, and then click **Next**.
6. Click **Print a test page** if you want to verify installation.
7. Click **Finish**.

When a test page prints successfully, installation is complete.

For Windows 7, Windows 7 64-bit Edition, and Windows Server 2008 R2

1. Click **Start — Devices and Printers**.
2. Click **Add a Printer** to launch the **Add Printer** wizard.
3. Select **Add a network, wireless or Bluetooth printer**. If the printer is listed, select the printer and click **Next**, or select **The printer that I want isn't listed**. Click **Select a shared printer by name** and enter the path of the printer in the text box, and then click **Next**.

For example: \\[server host name]\[shared printer name]

The server host name is the name of the server computer that identifies it to the network. The shared printer name is the name assigned during the server installation process.

4. If this is a new printer, you may be prompted to install a print driver. If no system driver is available, you will need to provide the path to the available driver.
5. Confirm the printer name, and then click **Next**.

6. Select **Yes** if you want this printer to be set as the default printer, and then click **Next**.
7. Click **Print a test page** if you want to verify installation.
8. Click **Finish**.

When a test page prints successfully, installation is complete.

Installing Print Driver on Computers Running Mac OS X

For information on how to install the print driver, refer to the *PostScript User's Guide*.

Installing Print Driver on Computers Running Linux (CUPS)

This section provides information for installing or setting up the print driver with CUPS (Common UNIX Printing System) on Red Hat® Enterprise Linux® 4 WS/5 Client or SUSE® Linux Enterprise Desktop 10/11.

Installing the Print Driver

Note:

- The print driver **Epson-AcuLaser_CX29-x.x-y.noarch.rpm** is included in the **Linux** folder in the **Common** folder on the **Software Disc**.
- In the file name, “x.x” represents the version number and “y” represents the release number.

For Red Hat Enterprise Linux 4 WS/5 Client

Important:

Before you install the print driver on Red Hat Enterprise Linux 4, confirm that Update 8 or higher is applied to your operating system. Consult your Linux distributor for the upgrade of your system.

1. Double-click **Epson-AcuLaser_CX29-x.x-y.noarch.rpm** in the Software Disc.
2. Enter the administrator's password.
3. Click **Continue** in the **Completed System Preparation** window.

Installation starts. When the installation is complete, the window is automatically closed.

For SUSE Linux Enterprise Desktop 10

1. Double-click **Epson-AcuLaser_CX29-x.x-y.noarch.rpm** in the *Software Disc*.
2. Enter the administrator password, and click **Install**.

Installation starts. When the installation is complete, the window is automatically closed.

For SUSE Linux Enterprise Desktop 11

1. Double-click **Epson-AcuLaser_CX29-x.x-y.noarch.rpm** in the *Software Disc*.
2. Enter the administrator password, and click **Continue**.

Installation starts. When the installation is complete, the window is automatically closed.

Setting Up the Queue

To execute printing, you must set up the print queue on your workstation.

Note:

When you have finished setting up the queue, you can print jobs from the applications. Start the print job from the application, and specify the queue in the print dialog box.

However, you may be able to print only from the default queue depending on the application (for example Mozilla). In these cases, before you start printing, set queue you want to print to as the default queue. For information on specifying the default queue, see also "Setting the Default Queue" on page 80.

For Red Hat Enterprise Linux 4 WS/5 Client

1. Open the URL "**http://localhost:631**" using a web browser.
2. Click **Administration**.
3. Enter **root** as the user name, and enter the administrator password.
4. Click **Add Printer**.

Enter the name of the printer in **Name** in the **Add New Printer** window, and click **Continue**.

You can optionally specify the location and description of the printer for further information.

For network connections:

- a Select **LPD/LPR Host or Printer** from the **Device** menu, and click **Continue**.
- b Enter the IP address of the printer in **Device URI**.
- c Format: **lpd://xxx.xxx.xxx.xxx** (the IP address of the printer)

For USB connections with Red Hat Enterprise Linux 4 WS:

- a Select **USB Printer #1** from the **Device** menu.

For USB connections with Red Hat Enterprise Linux 5 Client:

- a Select **Epson AcuLaser CX29 USB #1** or **Epson AcuLaser CX29** from the **Device** menu.

5. Select **Epson** from the **Make** menu, and click **Continue**.
6. Select **Epson AcuLaser CX29** from the **Model** menu, and click **Continue**.

The message **Printer Epson AcuLaser CX29 has been added successfully.** appears.

The setup is complete.

For SUSE Linux Enterprise Desktop 10

1. Select **Computer — More Applications...** and select **YaST** on the Application Browser.
2. Enter the administrator password.

YaST Control Center is activated.

3. Select **Hardware** on **YaST Control Center**, and select **Printer**.
4. **Printer setup: Autodetected printers** is activated.

For network connections:

- a Click **Add**.
- b Select **Network Printers** as **Printer Type**, and click **Next**.
- c Select the **Print via LPD-Style Network Server** as **Printer Type**, and click **Next**.
- d Enter the IP address of the printer in **Host name of the printer server**.
- e Enter the name of the printer queue in **Name of the remote queue**, and click **Next**.
- f Enter the printer name in **Name for printing**.

Note:

The **Description of Printer** and **Location of Printer** do not have to be specified.

- g Select the **Do Local Filtering** check box, and click **Next**.
- h Select **Epson** as **Select manufacturer**. Select **Epson AcuLaser CX29** as **Select Model**, and click **Next**.
- i Confirm the settings in **Edit configuration**, and click **OK**.

For USB connections:

- a Select **Epson AcuLaser CX29 on USB (//Epson/AcuLaser CX29 or /dev/usb/lp*)** as **Available are**, and click **Configure...**
- b Confirm the settings in **Edit configuration**, and click **OK**.

5. Click **Finish**.

For SUSE Linux Enterprise Desktop 11

1. Select **Computer — More Applications...**, and select **YaST** on the Application Browser.
2. Enter the administrator password.

YaST Control Center is activated.

3. Select **Hardware** on **YaST Control Center**, and select **Printer**.

The **Printer Configurations** dialog box opens.

For network connections:

- a Click **Add**.

The **Add New Printer Configuration** dialog box opens.

- b Click **Connection Wizard**.

The **Connection Wizard** dialog box opens.

- c Select **Line Printer Daemon (LPD) Protocol** from **Access Network Printer or Printserver Box via**.
- d Enter the IP address of the printer in **IP Address or Host Name**.
- e Select **Epson** in **Select the printer manufacturer**.
- f Click **OK**.

The **Add New Printer Configuration** dialog box appears.

- g Select **Epson AcuLaser CX29 vx.x [Epson/AcuLaser_CX29.ppd.gz]** from the **Search for Drivers** list.

Note:

*You can specify the printer name in **Set Name**.*

- h Confirm the settings, and click **OK**.

For USB connections:

- a Click **Add**.

The **Add New Printer Configuration** dialog box opens.

The printer name is displayed in the **Determine Connection** list.

- b Select **Epson AcuLaser CX29 vx.x [Epson/AcuLaser_CX29.ppd.gz]** from the **Search for Drivers:** list.

Note:

You can specify the printer name in **Set Name:**.

Setting the Default Queue

For Red Hat Enterprise Linux 4 WS/5 Client

1. Select **Applications — System Tools — Terminal**.
2. Enter the following command in the terminal window.

```
su  
(Enter the administrator password)  
lpadmin -d (Enter the queue name)
```

For SUSE Linux Enterprise Desktop 10

1. To activate the **Printer setup: Autodetected printers**, do the following.
 - a Select **Computer — More Applications...** and select **YaST** on the Application Browser.
 - b Enter the administrator password.
YaST Control Center is activated.
 - c Select **Hardware** on **YaST Control Center**, and select **Printer**.
2. Select the printer you want to set to default on the **Printer Configuration**, and select **Set default** in the **Other button menu**.
3. Click **Finish**.

For SUSE Linux Enterprise Desktop 11

1. Select **Computer — More Applications...** and select **YaST** on the Application Browser.

2. Enter the administrator password.

YaST Control Center is activated.

3. Select **Hardware** on **YaST Control Center**, and select **Printer**.

The **Printer Configurations** dialog box opens.

4. Click **Edit**.

A dialog box to modify the specified queue opens.

5. Confirm that the printer you want to set is selected in the **Connection** list.
6. Select the **Default Printer** check box.
7. Confirm the settings, and click **OK**.

Specifying the Printing Options

You can specify the printing options such as the color mode or 2-sided printing.

For Red Hat Enterprise Linux 4 WS/5 Client

1. Open the URL “**http://localhost:631**” using a web browser.
2. Click **Manage Printers**.
3. Click **Configure Printer** of the queue for which you want to specify the printing options.
4. Enter **root** as the user name, and enter the administrator password.
5. Specify the required settings, and click **Continue**.

The message **Printer Epson AcuLaser CX29 has been configured successfully.** appears.

The setting is complete.

For SUSE Linux Enterprise Desktop 10

1. Open a web browser.

2. Enter **http://localhost:631/admin** in **Location**, and press the **Enter** key.
3. Enter **root** as the user name, and enter the administrator password.

The **CUPS** window appears.

Note:

Set the password for authority as the printer administrator before setting the printer queue. If you have not set it, go to “Setting the Password for Authority as the Printer Administrator” on page 83.

4. Click **Manage Printers**.
5. Specify the required settings, and click **Continue**.

The message **Printer Epson AcuLaser CX29 has been configured successfully.** appears.

The setting is complete. Execute printing from the application.

For SUSE Linux Enterprise Desktop 11

1. Open a web browser.
2. Enter **http://localhost:631/admin** in **Location**, and press the **Enter** key.
3. Enter **root** as the user name, and enter the administrator password.

The **CUPS** window appears.

Note:

Set the password for authority as the printer administrator before setting the printer queue. If you have not set it, go to “Setting the Password for Authority as the Printer Administrator” on page 83.

4. Click **Manage Printers**.
5. Specify the required settings, and click **Continue**.

The message **Printer Epson AcuLaser CX29 has been configured successfully.** appears.

The setting is complete. Execute printing from the application.

Setting the Password for Authority as the Printer Administrator

For SUSE Linux Enterprise Desktop 10 and 11, you must set the password for authority as the printer administrator to do operations as the printer administrator.

For SUSE Linux Enterprise Desktop 10

1. Select **Computer — More Applications...** and select **Konsole** on the Application Browser.
2. Enter the following command in the terminal window.

```
su
(Enter the administrator password)
lppasswd -g sys -a root
(Enter the password for authority as the printer administrator after the Enter password prompt.)
(Reenter the password for authority as the printer administrator after the Enter password again prompt.)
```

For SUSE Linux Enterprise Desktop 11

1. Select **Computer — More Applications...** and select **GNOME Terminal** on the Application Browser.
2. Enter the following command in the terminal window.

```
su
(Enter the administrator password)
lppasswd -g sys -a root
(Enter the password for authority as the printer administrator after the Enter password prompt.)
(Reenter the password for authority as the printer administrator after the Enter password again prompt.)
```

Uninstalling the Print Driver

For Red Hat Enterprise Linux 4 WS/5 Client

1. Select **Applications — System Tools — Terminal**.
2. Enter the following command in the terminal window to delete the print queue.

```
su
(Enter the administrator password)
/usr/sbin/lpadmin -x (Enter the print queue name)
```

3. Repeat the command above for all queues for the same model.
4. Enter the following command in the terminal window.

```
su
(Enter the administrator password)
rpm -e Epson-AcuLaser_CX29
```

The print driver is uninstalled.

For SUSE Linux Enterprise Desktop 10

1. Select **Computer — More Applications...** and select **Konsole** on the Application Browser.
2. Enter the following command in the terminal window to delete the print queue.

```
su
(Enter the administrator password)
/usr/sbin/lpadmin -x (Enter the print queue name)
```

3. Repeat the command above for all queues for the same model.
4. Enter the following command in the terminal window.

```
su
(Enter the administrator password)
rpm -e Epson-AcuLaser_CX29
```

The print driver is uninstalled.

For SUSE Linux Enterprise Desktop 11

1. Select **Computer — More Applications...** and select **GNOME Terminal** on the Application Browser.

2. Enter the following command in the terminal window to delete the print queue.

```
su  
(Enter the administrator password)  
/usr/sbin/lpadmin -x (Enter the print queue name)
```

3. Repeat the command above for all queues for the same model.
4. Enter the following command in the terminal window.

```
su  
(Enter the administrator password)  
rpm -e Epson-AcuLaser_CX29
```

The print driver is uninstalled.

Chapter 5

Printing Basics

About Print Media

Using paper that is not appropriate for the printer can cause paper jams, image quality problems, or printer failure. To achieve the best performance from your printer, we recommend you to use only the paper described in this section.

When using paper other than that recommended, contact the Epson local representative office or an authorised dealer.

Print Media Usage Guidelines

The printer tray accommodates most sizes and types of paper and other specialty media. Follow these guidelines when loading paper and media in the tray:

- Envelopes can be printed from the single sheet feeder (SSF) and standard 250-sheet tray.
- Fan paper or other specialty media before loading in the paper tray.
- Do not print on label stock once a label has been removed from a sheet.
- Use only paper envelopes. Do not use envelopes with windows, metal clasps, or adhesives with release strips.
- Print all envelopes single-sided only.
- Some wrinkling and embossing may occur when printing envelopes.
- Do not overload the paper tray. Do not load print media above the fill line on the inside of the paper width guides.
- Adjust the paper width guides to fit the paper size.
- If excessive jams or wrinkles occur, use paper or other media from a new package.



Warning:

Do not use conductive paper such as origami paper, carbonic paper or conductively-coated paper. When paper jam occurs, it may cause short-circuit and eventually a fire accident.

See Also:

- ❑ *“Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 92*
- ❑ *“Loading Envelope in the Standard 250-Sheet Tray” on page 94*
- ❑ *“Loading Print Media in the Single Sheet Feeder (SSF)” on page 97*
- ❑ *“Loading Envelope in the Single Sheet Feeder (SSF)” on page 98*
- ❑ *“Printing on Custom Size Paper” on page 117*

Print Media That Can Damage Your Printer

The following paper types are not recommended for use with the printer:

- ❑ Chemically treated paper used to make copies without carbon paper, also known as carbonless paper, carbonless copy paper (CCP), or no carbon required (NCR) paper.
- ❑ Preprinted paper with chemicals that may contaminate the printer.
- ❑ Preprinted paper that can be affected by the temperature in the fuser unit.
- ❑ Preprinted paper that requires a registration (the precise print location on the page) greater than ± 0.09 inches, such as optical character recognition (OCR) forms.
In some cases, you can adjust registration with your software program to successfully print on these forms.
- ❑ Coated paper (erasable bond), synthetic paper, and thermal paper.
- ❑ Rough-edged, rough or heavily textured surface paper, or curled paper.
- ❑ Recycled paper containing more than 25% post-consumer waste that does not meet DIN 19 309.
- ❑ Multiple-part forms or documents.
- ❑ Print quality may deteriorate (blank spaces or blotches may appear in the text) when you print on talc or acid paper.

**Warning:**

Do not use conductive paper such as origami paper, carbonic paper or conductively-coated paper. When paper jam occurs, it may cause short-circuit and eventually a fire accident.

Supported Print Media

Using unsuitable print media may lead to paper jams, poor print quality, breakdown and damage to your printer. To use the features of this printer effectively, use the suggested print media that is recommended here.

Important:

The toner may come off the print media, if it gets wet by water, rain, steam and so on. For details, contact the Epson local representative office or an authorised dealer.

Print Media Dimensions

The maximum dimensions of print media that the standard 250-sheet tray and SSF can handle are:

- Width: 76.2 mm (3.00 inches) to 215.9 mm (8.5 inches)
- Length: 127 mm (5.00 inches) to 355.6 mm (14.00 inches)

The maximum dimensions of print media that the optional 250-sheet paper cassette unit can handle are:

- Width: 148 mm (5.83 inches) to 215.9 mm (8.5 inches)
- Length: 210 mm (8.27 inches) to 355.6 mm (14.00 inches)

Usable Print Media

The types of print media that can be used on this printer are as follows:

Single Sheet Feeder (SSF)

| | |
|----------------------------|--|
| Paper Size | <p>A4 SEF (210 × 297 mm) A5 SEF (148 × 210 mm) B5 SEF (182 × 257 mm) Letter SEF (8.5 × 11 inches) Folio SEF (8.5 × 13 inches) Legal SEF (8.5 × 14 inches) Executive SEF (7.25 × 10.5 inches) Com-10 SEF (4.125 × 9.5 inches) Monarch Envelope SEF (3.875 × 7.5 inches) DL Envelope SEF (110 × 220 mm) C5 Envelope SEF (162 × 229 mm) Custom Size: Width: 76.2–215.9 mm (3–8.5 inches) Length: 127–355.6 mm (5 –14 inches)</p> |
| Paper Type (Weight) | <p>Plain Lightweight Cardstock Heavyweight Cardstock Envelope Letterhead Lightweight Glossy Cardstock Heavyweight Glossy Cardstock Hole Punched Colored Special</p> |
| Loading Capacity | 1 sheet of standard paper |

Standard 250-Sheet Tray

| | |
|----------------------------|---|
| Paper Size | <p>A4 SEF (210 × 297 mm) A5 SEF (148 × 210 mm) B5 SEF (182 × 257 mm) Letter SEF (8.5 × 11 inches) Folio SEF (8.5 × 13 inches) Legal SEF (8.5 × 14 inches) Executive SEF (7.25 × 10.5 inches) Com-10 SEF (4.125 × 9.5 inches) Monarch Envelope SEF (3.875 × 7.5 inches) Monarch Envelope LEF (7.5 × 3.8 inches) DL Envelope SEF (110 × 220 mm) DL Envelope LEF (220 × 110 mm) C5 Envelope SEF (162 × 229 mm) Custom Size: Width: 76.2–215.9 mm (3–8.5 inches)^{*1} Length: 127–355.6 mm (5 –14 inches)^{*2}</p> |
| Paper Type (Weight) | <p>Plain Lightweight Cardstock Heavyweight Cardstock Envelope Labels Letterhead Hole Punched Colored Special</p> |
| Loading Capacity | 250 sheets of standard paper |

^{*1} Maximum width 220 mm for envelope (DL LEF)
DL and Monarch can be supported by LEF with flap opened.

^{*2} Minimum length 98.4 mm for envelope (Monarch LEF)

Optional 250-Sheet Paper Cassette Unit

| | |
|----------------------------|---|
| Paper Size | A4 SEF (210 × 297 mm) A5 SEF (148 × 210 mm) B5 SEF (182 × 257 mm) Letter SEF (8.5 × 11 inches) Folio SEF (8.5 × 13 inches) Legal SEF (8.5 × 14 inches) Executive SEF (7.25 × 10.5 inches) |
| Paper Type (Weight) | Plain Letterhead Hole Punched Colored |
| Loading Capacity | 250 sheets of standard paper |

Note:

SEF and LEF indicate the paper feed direction; SEF stands for short-edge feed. LEF stands for long-edge feed.

See Also:

- “Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 92
- “Loading Envelope in the Standard 250-Sheet Tray” on page 94
- “Loading Letterhead in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 96
- “Loading Print Media in the Single Sheet Feeder (SSF)” on page 97
- “Loading Envelope in the Single Sheet Feeder (SSF)” on page 98

Printing on print media that differs from the paper size or paper type selected on the print driver, or loading print media into an unsuitable paper tray for printing, may lead to paper jams. To ensure that printing is correctly done, select the correct paper size, paper type, and paper tray.

Loading Print Media

Loading print media properly helps prevent jams and ensures trouble-free printing.

Before loading any print media, identify the recommended print side of the print media. This information is usually indicated on the print media package.

Capacity

The standard 250-sheet tray and optional 250-sheet paper cassette unit can hold:

- 250 sheets of the standard paper.

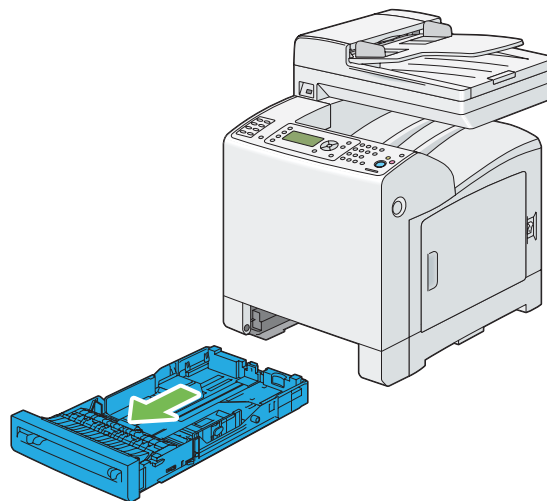
The SSF can hold:

- 1 sheet of the standard paper.

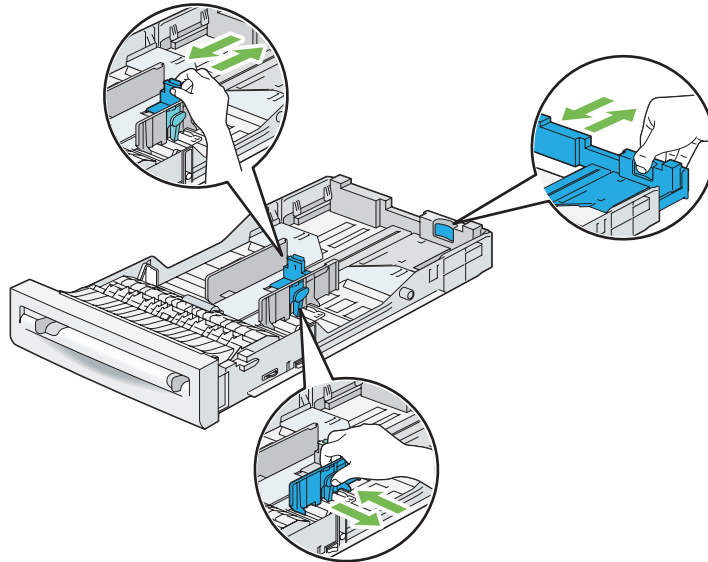
Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit

Note:

- To avoid paper jams, do not remove the tray while printing is in progress.
 - Use only laser print media. Do not use ink jet paper in your printer.
1. Pull the tray out of the printer about 200 mm. Hold the tray with both hands, and remove it from the printer.



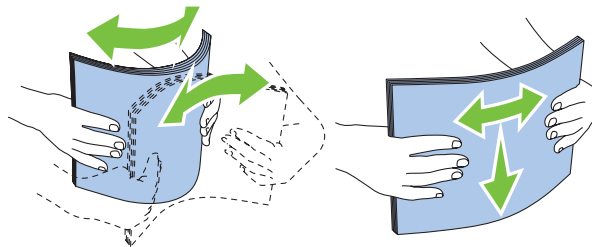
2. Adjust the paper guides.



Note:

Extend the rear side of the tray when you load Legal size paper.

3. Before loading the print media, flex the sheets and fan them. Straighten the edges of the stack on a level surface.

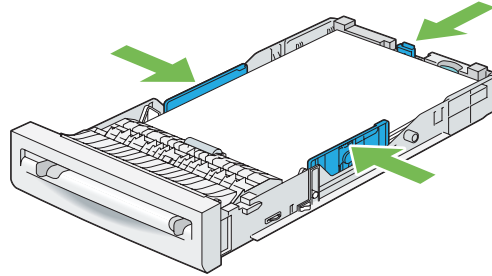


4. Load the print media into the tray with the recommended print side facing up.

Note:

- Do not exceed the maximum fill line in the tray. Overfilling the tray may cause paper jams.
- When loading coated paper, load coated paper one sheet at a time.

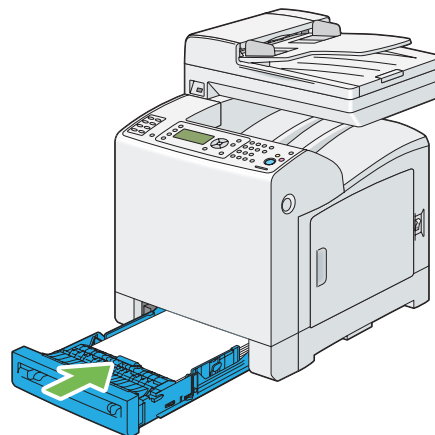
5. Align the width guides against the edges of the paper.



Note:

When loading user-specified print media, adjust the width guides and slide the extendable part of the tray by pinching the length guide and sliding it until it rests lightly against the edge of the paper.

6. After confirming that the guides are securely adjusted, insert the tray into the printer.



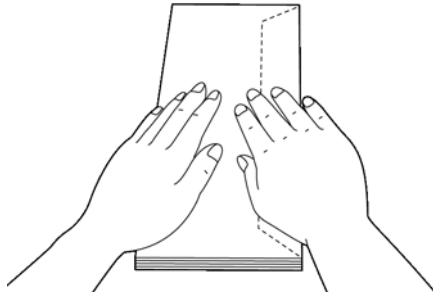
7. On the operator panel, select the desired paper size, and then press the **OK** button.
8. Select the desired paper type, and then press the **OK** button.

Loading Envelope in the Standard 250-Sheet Tray

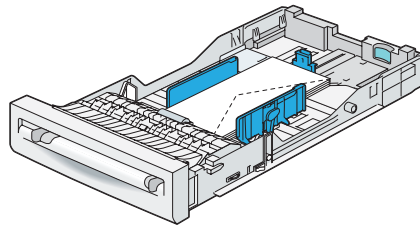
Use the following guidelines when loading envelopes in the standard 250-sheet tray:

Note:

If you do not load envelopes in the standard 250-sheet tray right after they have been removed from the packaging, they may bulge. To avoid jams, flatten them as shown below before loading the envelopes in the tray.

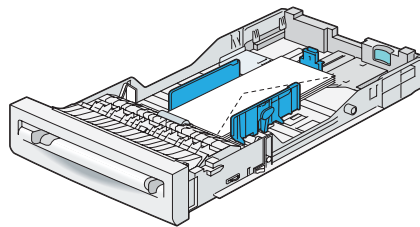
**Com-10**

Load the envelopes short edge feed with the flaps closed and the print side up. Ensure that the flaps come at the right when you face towards the printer.

**Monarch or DL**

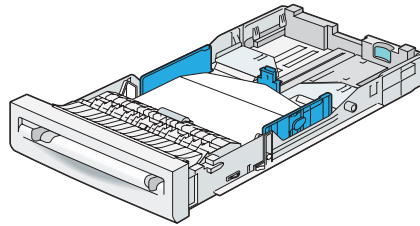
The Monarch or DL envelopes can be loaded in one of the following ways:

Load the envelopes short edge feed with the flaps closed and the print side up. Ensure that the flaps come at the right when you face towards the printer.



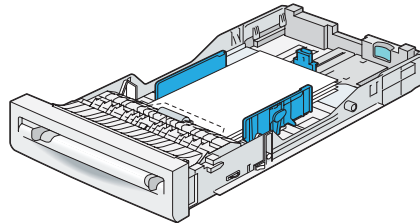
OR

Load the envelopes long edge feed with the flaps open and the print side up. Ensure that the flaps come at the top when you face towards the printer.



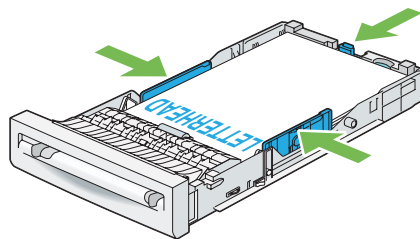
C5

Load the envelopes short edge feed with the flaps closed and the print side up. Ensure that the flaps come at the bottom when you face towards the printer.



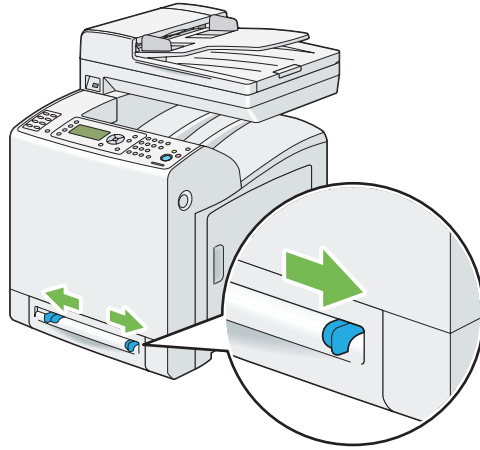
Loading Letterhead in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit

When you use the standard 250-sheet tray and optional 250-sheet paper cassette unit, letterhead and hole punched paper enter the printer with the print side facing up.

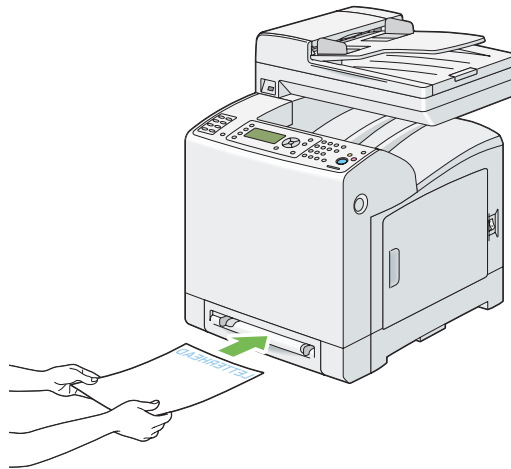


Loading Print Media in the Single Sheet Feeder (SSF)

1. Adjust the width guides to the print media's width.



2. Hold both sides of the print media face down close to the SSF, and push it 8 cm to 9 cm (4 inches) into the printer until it automatically feeds.



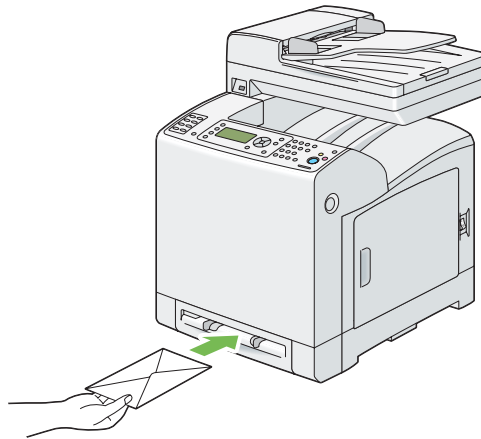
Note:

- ❑ Do not force the print media into the SSF.
- ❑ Load letterhead face down, with the top of the sheet entering the printer first.
- ❑ If you experience problems with paper feed, turn the paper around.

Loading Envelope in the Single Sheet Feeder (SSF)

Com-10, Monarch, or DL

To load an envelope into the SSF, insert the envelope short edge feed with the flap closed and the print side down. Ensure that the flap comes at the right when you face towards the printer.



Important:

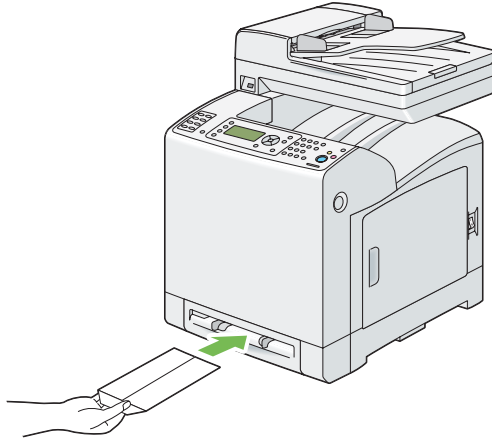
Never use envelopes with windows, coated linings, or self-stick adhesives. These lead to paper jams and can cause damage to the printer.

Note:

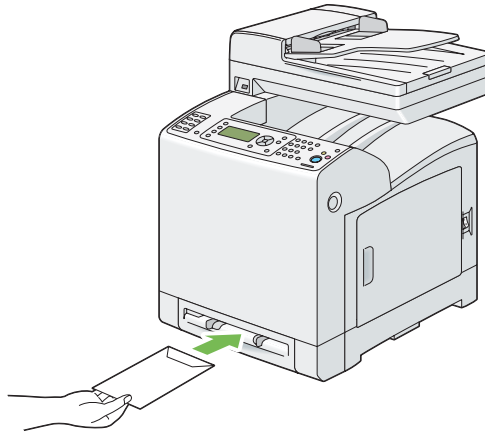
- Ensure that you load an envelope with the flap completely closed.*
- Insert an envelope with the flap side face up and with the stamp area on the top right side.*

C5

To load an envelope into the SSF, insert the envelope short edge feed with the flap open and the print side down. Ensure that the flap comes at the bottom when you face towards the printer.



OR

**Important:**

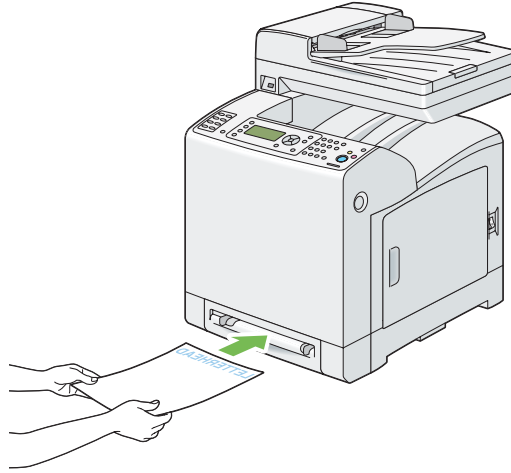
Never use envelopes with windows, coated linings, or self-stick adhesives. These lead to paper jams and can cause damage to the printer.

Note:

- Ensure that you load an envelope with the flap completely opened.*
- Insert an envelope with the flap side face up and with the stamp area on the bottom right side.*

Loading Letterhead in the Single Sheet Feeder (SSF)

When you use the SSF letterhead enters the printer first with the print side facing down.



Using the Single Sheet Feeder (SSF)

- Load only one size and type of print media during a single print job.
- To achieve the best possible print quality, use only high-quality print media that is designed for use in laser printer. For more guidelines on print media, see “Print Media Usage Guidelines” on page 86.
- Do not add or remove print media when the printer is printing from the SSF. This may result in a paper jam.
- Print media should be loaded with the recommended print side down and the top of the print media going into the SSF first.
- Do not place objects on the SSF. Also, avoid pressing down or applying excessive force on it.
- The icons on the SSF show how to load the SSF with paper, and how to turn an envelope for printing.

Setting Paper Sizes and Types

When loading print media in the standard 250-sheet tray and optional 250-sheet paper cassette unit, set the paper size and type on the operator panel before printing.

Note:

When loading print media in the SSF, use the print driver to set the paper size and type. For more information, refer to the online help of the driver.

This section describes how to set the paper size and type on the operator panel.

See Also:

“Understanding the Printer Menus” on page 227

Setting Paper Sizes

1. On the operator panel, press the **System** button.
2. Select `Tray Settings`, and then press the **OK** button.
3. Select `Tray 1` or `Tray 2`, and then press the **OK** button.
4. Select `Paper Size`, and then press the **OK** button.
5. Select the correct paper size for the print media loaded, and then press the **OK** button.

Setting Paper Types

Important:

Paper type settings must match those of the actual print media loaded in the tray or the cassette unit. Otherwise, print-quality problems can occur.

1. On the operator panel, press the **System** button.
2. Select `Tray Settings`, and then press the **OK** button.
3. Select `Tray 1` or `Tray 2`, and then press the **OK** button.
4. Select `Paper Type`, and then press the **OK** button.
5. Select the correct paper type for the print media loaded, and then press the **OK** button.

Printing

This section covers how to print certain lists of information from your printer and how to cancel a job.

Sending a Job to Print

To support all of the printer features, use the print driver. When you choose **Print** from a software program, a window representing the print driver opens. Select the appropriate settings for the specific job that you are sending to print. Print settings selected from the driver override the default menu settings selected from the operator panel.

You may need to click **Preferences** from the initial **Print** box to see all of the available system settings you can change. If you are not familiar with a feature in the print driver window, open the online Help for more information.

To print a job from a typical Microsoft® Windows® application:

1. Open the file you want to print.
2. From the **File** menu, select **Print**.
3. Verify that the correct printer is selected in the dialog box. Modify the system settings as appropriate (such as the pages you want to print or the number of copies).
4. Click **Preferences** to adjust system settings that are not available from the first screen, and then click **OK**.
5. Click **OK** or **Print** to send the job to the selected printer.

Canceling a Print Job

There are several methods for canceling a job.

Canceling a Job From the Operator Panel

To cancel a job after it has started printing:

1. Press the **Stop** button.

2. From **Active Jobs**, select **Print**, and then press the **Stop** button.

Printing is canceled only for the current job. All the following jobs will continue to print.

Canceling a Job From the Computer Running Windows

Canceling a Job From the Taskbar

When you send a job to print, a small printer icon appears in the bottom right corner of the taskbar.

1. Double-click the printer icon.

A list of print jobs appears in the printer window.

2. Select the job you want to cancel.
3. Press **Delete** key on the keyboard.

Canceling a Job From the Desktop

1. Click **Start** — **Printers and Faxes** (for Windows XP).

Click **Start** — **Printers and Faxes** (for Windows Server 2003).

Click **Start** — **Devices and Printers** (for Windows 7 and Windows Server 2008 R2).

Click **Start** — **Control Panel** — **Hardware and Sound** — **Printers** (for Windows Vista).

Click **Start** — **Control Panel** — **Printers** (for Windows Server 2008).

2. Double-click the printer that you selected when you sent the job for print.

A list of print jobs appears in the printer window.

3. Select the job you want to cancel.
4. Press **Delete** key on the keyboard.

Using the Stored Print Function

When you send a job to the printer, you can specify in the driver that you want the printer to store the job in the memory. When you are ready to print the job, go to the printer and use the operator panel menus to identify which job in the memory you want to print.

The stored print function includes the following job types:

- “Secure Print” on page 104
- “Sample Print” on page 104

Note:

- Stored Print function is available when:*
 - The additional memory module is installed.*
 - The RAM disk is enabled in the operator panel menu.*
 - RAM Disk** is set to **Available** in the print driver.
- The data in memory is cleared when the printer is turned off.*

Secure Print

You can store print jobs temporarily in printer memory and print them later from the operator panel. This feature can be used to print confidential documents. A stored print job will be deleted after you print it or at a designated time.

Note:

- Secure Print is available when you use the PCL driver.*
- Secure Print requires specifying a password for confidentiality.*

Sample Print

When you specify multiple copies for a collated job, this feature allows you to print only the first set for checking, before proceeding to print the remaining copies at the printer. You can select whether the remaining data is printed or deleted.

Note:

- If a print job is too large for the memory available, the print may display error messages.*

- ❑ *If a document name is not assigned to your print job in the print driver, the job's name will be identified using the printer's time and date of submission to distinguish it from other jobs you have stored under your name.*
- ❑ *Sample Print is available when you use the PCL driver.*






Storing Print Jobs

In the print driver, you can specify a setting that enables you to store print jobs in temporary memory. For example, select a job type other than **Normal Print** or **Fax** in the **Paper / Output** tab of the PCL 6 driver. The job will be stored in temporary memory until you request to print it from the operator panel or turn off the printer.


Printing the Stored Jobs

Once jobs are stored, you can use the operator panel to specify printing. Select the job type you are using from Secure Print and Sample Print. Then, select your user ID from a list. Secure Print requires the password you specified in the driver when you sent the job.

To print the stored documents, use the procedure below.

1. Press the **Print** button.
2. Select **Secure Print** or **Sample Print**, and then press the  button.
3. Select your user ID, and then press the  button.
4. Select the document you want to print, and then press the  button.
5. Select the desired job type, and then press the  button.
6. Select **Use PC Settings** or **Input Number of Copies**, and then press the  button.

Note:

*When you select **Input Number of Copies**, you can specify the number of copies to be printed before pressing the  button.*


The stored document will be printed.

Specifying Your Password on the Operator Panel (Secure Print)

When you select your user ID for Secure Print, the following prompt appears:



Use the buttons on the operator panel to enter the numeric password you specified in the print driver. The password you entered will be displayed as asterisks (*****) to ensure confidentiality.

If you enter an invalid password, the message “Wrong password Re-enter” appears. Wait three seconds, or press the  button to return to the screen for user selection.

When you enter a valid password, you have access to all print jobs matching the user name and password you entered. The print jobs matching the password you entered appear on the screen. You can then choose to print or to delete jobs matching the password you entered. (See “Printing the Stored Jobs” on page 105 for more information.)

Deleting Stored Jobs

With Secure Print, a job that has been stored will be deleted after printing if entered on the operator panel or at turning off the printer.

For Sample Print, these jobs remain stored until you delete them on the operator panel or turn off the printer.

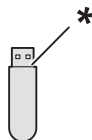
Direct Print Using the USB Storage Device

The Print from USB Memory feature allows you to print files stored in a USB storage device by operating from the operator panel.

Important:

- To prevent damage to your printer, DO NOT connect any device other than USB storage device to the USB port of the printer.*
- DO NOT remove the USB storage device from the USB port until the printer has finished printing.*

The USB port of the printer is designed for USB 2.0 devices. You must use only an authorised USB storage device with an A plug type connector. Use only a metal shielded USB storage device.



* A plug type

To print a file in a USB storage device:

1. Insert a USB storage device to the USB port of the printer.
2. Select **Print from USB Memory**, and then press the **OK** button.
3. Select the desired file, and then press the **OK** button.

Note:

Only the following characters are displayed on the operator panel:

A B C D E F G H I J K L M N O P Q R S T U V W X Y Z 0 1 2 3 4 5 6 7 8 9 \$ % ' ' - @ { } ~ ! # () & _
^

4. Select printing options as required.

Note:

You can print files scanned and stored using the Scan to USB Memory feature. Files saved without using the feature such as files created by user may not be printed properly.

Supported File Formats

Files in the following file formats can be printed directly from a USB storage device.

- PDF
- TIFF
- JPEG

Printing PDF Files Using the lpr Command

You can print PDF files using the lpr command.

Note:

To print PDF files using the lpr command, you must enable the printer's LPD port using the EpsonNet Config (default: Enable).

Supported PDF Files

PDF files created on the following versions of Adobe Acrobat can be printed using lpr command.

- Adobe Acrobat 5.X

- ❑ Adobe Acrobat 6.X (excluding some of the features added to PDF1.5)
- ❑ Adobe Acrobat 7.X (excluding some of the features added to PDF1.6)

Note:

Some PDF files cannot be printed depending on how they are created. In such case, open the files and print them using a print driver.

Using the lpr command

In the command prompt, enter the lpr command as described in the following example:

Example: Printing “event.pdf” when the printer’s IP address is 192.168.1.100.

```
C:\> lpr -S 192.168.1.100 -P lp event.pdf
```

Duplex Printing

Automatic Duplex Printing

Automatic duplex printing (or 2-sided printing) allows you to print on both sides of a sheet of paper. A4, Letter, Folio, and Legal paper sizes are acceptable.

The following procedure uses the PCL 6 driver as an example.

1. Click **Start** — **Printers and Faxes** (for Windows XP).

Click **Start** — **Printers and Faxes** (for Windows Server 2003).

Click **Start** — **Devices and Printers** (for Windows 7 and Windows Server 2008 R2).

Click **Start** — **Control Panel** — **Hardware and Sound** — **Printers** (for Windows Vista).

Click **Start** — **Control Panel** — **Printers** (for Windows Server 2008).

A list of available printers appears.

2. Right-click the printer and select **Printing Preferences**.

The **Paper / Output** tab appears.

3. From **Paper Tray**, select **Tray1**, **Tray2**, or **Auto Paper Select**.
4. From **2 Sided Print**, select **2 Sided Print** or **2 Sided, Flip on Short Edge**.

Note:

For details on the **2 Sided Print** and **2 Sided, Flip on Short Edge** options, see “Using Booklet Print” on page 109.

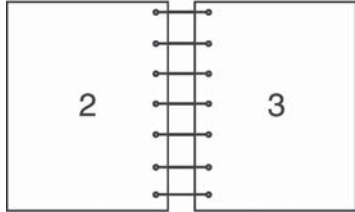
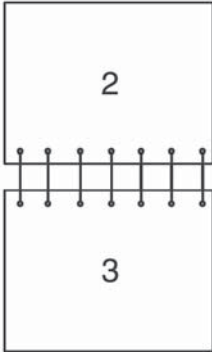
5. Click **OK**.

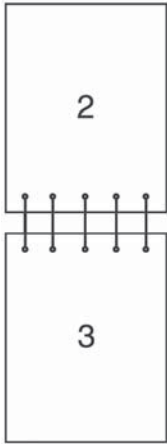
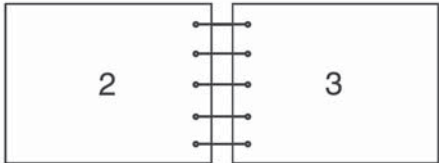
Using Booklet Print

To use the Booklet Print feature, select **Booklet Creation** in the **Booklet / Poster / Mixed Document / Rotation** dialog box displayed by clicking the **Booklet / Poster / Mixed Document / Rotation** button in the **Layout** tab of the printer printing preferences dialog box. **2 Sided Print** binding position is selected by default. If you want to change the position, select **2 Sided, Flip on Short Edge** from the **2 Sided Print** menu in the **Paper / Output** tab of the printer printing preferences dialog box.

Note:

To use the booklet printing, select **Tray1**, **Tray2**, or **Auto Paper Select** for **Paper Tray** in the **Paper / Output** tab. Do not select **Manual Feeder**.

| | | |
|----------------------|---|---|
| 2 Sided Print | Assumes binding along the long edge of the page (left edge for portrait orientation and top edge for landscape orientation). The following illustration shows long-edge binding for portrait and landscape pages: | |
| | Portrait | Landscape |
| |  |  |

| | | |
|------------------------------------|---|---|
| 2 Sided, Flip on Short Edge | Assumes binding along the short edge of the page (top edge for portrait orientation and left edge for landscape orientation). The following illustration shows short-edge binding for portrait and landscape pages: | |
| | <p>Portrait</p>  | <p>Landscape</p>  |

Selecting Printing Options

Selecting Printing Preferences (Windows)

Printer preferences control all of your print jobs, unless you override them specifically for a job. For example, if you want to use duplex printing for most jobs, set this option in printer settings.

The following procedure uses the PCL 6 driver as an example.

To select printer preferences:

1. Click **start** — **Printers and Faxes** (for Windows XP).

Click **Start** — **Printers and Faxes** (for Windows Server 2003).

Click **Start** — **Devices and Printers** (for Windows 7 and Windows Server 2008 R2).

Click **Start** — **Control Panel** — **Hardware and Sound** — **Printers** (for Windows Vista).

Click **Start** — **Control Panel** — **Printers** (for Windows Server 2008).

A list of available printers appears.

2. Right-click the icon for your printer, and then select **Printing Preferences**.
3. Select the **Advanced Settings** tab, and then click **Defaults**.
4. Make selections on the driver tabs, and then click **OK** to save your selections.

Note:

For more information about Windows print driver options, click **Help** on the print driver tab to view the online help.

Selecting Options for an Individual Job (Windows)

If you want to use special printing options for a particular job, change the driver settings before sending the job to the printer. For example, if you want to use Photo print-quality mode for a particular graphic, select this setting in the driver before printing that job.

The following procedure uses the PCL 6 driver as an example.

1. With the desired document or graphic open in your application, access the **Print** dialog box.
2. Select the printer and click **Preferences** to open the print driver.
3. Make selections on the driver tabs. See the following table for specific printing options.

Note:

*In Windows XP, Windows Server 2003, Windows Server 2008, Windows Vista, Windows Server 2008 R2, and Windows 7, you can save current printing options with a distinctive name and apply them to other print jobs. Select either the **Paper / Output, Image Options, Layout, Watermarks / Forms, or Advanced Settings** tab, and then click **Save** on the **Paper / Output** tab. Click **Help** for more information.*

4. Click **OK** to save your selections.
5. Print the job.

See the following table for specific printing options:

The table shown below uses the PCL 6 driver as an example.

Printing Options for Windows

| Operating System | Driver Tab | Printing Options |
|---|---------------------------|--|
| Windows XP, Windows XP x 64bit, Windows Server 2003, Windows Server 2003 x 64bit, Windows Vista, Windows Vista x 64bit, Windows Server 2008, Windows Server 2008 x 64bit, Windows Server 2008 R2, Windows 7, or Windows 7 x 64bit | Paper / Output tab | <input type="checkbox"/> Job Type <input type="checkbox"/> Saved Settings <input type="checkbox"/> 2 Sided Print <input type="checkbox"/> Output Color <input type="checkbox"/> Quantity <input type="checkbox"/> Paper Summary <input type="checkbox"/> Paper Size <input type="checkbox"/> Paper Tray <input type="checkbox"/> Paper Type <input type="checkbox"/> Manual Feeder Feed Orientation <input type="checkbox"/> Covers / Separators <input type="checkbox"/> Envelope/Paper Setup Wizard <input type="checkbox"/> Printer Status <input type="checkbox"/> Defaults |
| | Image Options tab | <input type="checkbox"/> Output Color <input type="checkbox"/> Image Quality <input type="checkbox"/> Output Recognition <input type="checkbox"/> Image Adjustment Mode <input type="checkbox"/> Image Types <input type="checkbox"/> Image Auto Correction <input type="checkbox"/> Image Settings <input type="checkbox"/> Color Balance <input type="checkbox"/> Profile Settings <input type="checkbox"/> Defaults |
| | Layout tab | <input type="checkbox"/> Image Orientation <input type="checkbox"/> Multiple-Up <input type="checkbox"/> Booklet / Poster / Mixed Document / Rotation <input type="checkbox"/> Fit to New Paper Size <input type="checkbox"/> Specify Zoom <input type="checkbox"/> Image Shift / Print Position <input type="checkbox"/> Defaults |

| Operating System | Driver Tab | Printing Options |
|---|-------------------------------|--|
| Windows XP, Windows Server 2003, Windows Vista, Windows Server 2008, or Windows 7 | Watermarks / Forms tab | <input type="checkbox"/> Watermarks <ul style="list-style-type: none"> <input type="checkbox"/> New Watermark <input type="checkbox"/> New Watermark (Bitmap) <input type="checkbox"/> Edit Watermark <input type="checkbox"/> Delete Watermark <input type="checkbox"/> Apply to First Page Only <input type="checkbox"/> Forms <ul style="list-style-type: none"> <input type="checkbox"/> No Forms <input type="checkbox"/> Create / Register Forms <input type="checkbox"/> Image Overlay <input type="checkbox"/> Annotation <input type="checkbox"/> Defaults |
| Windows XP, Windows XP x 64bit, Windows Server 2003, Windows Server 2003 x 64bit, Windows Vista, Windows Vista x 64bit, Windows Server 2008, Windows Server 2008 x 64bit, Windows Server 2008 R2, Windows 7, or Windows 7 x 64bit | Advanced Settings tab | <input type="checkbox"/> Skip Blank Pages <input type="checkbox"/> Draft Mode <input type="checkbox"/> Banner Sheet <input type="checkbox"/> Substitute Tray <input type="checkbox"/> Other Settings (Graphics Settings) <ul style="list-style-type: none"> <input type="checkbox"/> Items <input type="checkbox"/> Settings for <input type="checkbox"/> Paper Tray Selection Method <input type="checkbox"/> Specify Font <input type="checkbox"/> About <input type="checkbox"/> Defaults |

Selecting Options for an Individual Job (Mac OS X)

To select print settings for a particular job, change the driver settings before sending the job to the printer.

1. With the document open in your application, click **File**, and then click **Print**.
2. Select the desired printing options from the menus and drop-down lists that are displayed.

Note:

*In Mac OS® X, click **Save as** on the **Presets** menu screen to save the current printer settings. You can create multiple presets and save each with its own distinctive name and printer settings. To print jobs using specific printer settings, click the applicable saved preset in the **Presets** list.*

3. Click **Print** to print the job.

Mac OS X Print Driver Printing Options:

The table shown below uses Mac OS X 10.6 TextEdit as an example.

Printing options for Mac OS X

| Item | Printing Options |
|----------------|---|
| | <input type="checkbox"/> Copies <input type="checkbox"/> Collated <input type="checkbox"/> Pages <input type="checkbox"/> Paper Size <input type="checkbox"/> Orientation |
| Layout | <input type="checkbox"/> Pages per Sheet <input type="checkbox"/> Layout Direction <input type="checkbox"/> Border <input type="checkbox"/> Two-Sided |
| Color Matching | <input type="checkbox"/> ColorSync <input type="checkbox"/> Profile |
| Paper Handling | <input type="checkbox"/> Pages to Print <input type="checkbox"/> Page Order <input type="checkbox"/> Destination Paper Size |
| Paper Feed | <input type="checkbox"/> All pages From <input type="checkbox"/> First Pages From <input type="checkbox"/> Remaining From |
| Cover Page | <input type="checkbox"/> Print Cover Page <input type="checkbox"/> Cover Page Type <input type="checkbox"/> Billing Info |
| Scheduler | <input type="checkbox"/> Print Document <input type="checkbox"/> Priority |
| Job Accounting | <input type="checkbox"/> Account Mode <input type="checkbox"/> User Details Setup |
| Job Type | <input type="checkbox"/> Job Type <input type="checkbox"/> Setup <input type="checkbox"/> Defaults |

| Item | Printing Options |
|------------------|--|
| Image Options | <ul style="list-style-type: none"> <input type="checkbox"/> Output Color <input type="checkbox"/> Image Quality <input type="checkbox"/> Brightness <input type="checkbox"/> Basic Features/Advanced Features <input type="checkbox"/> Image Type <input type="checkbox"/> Image Adjustment <input type="checkbox"/> Screen <input type="checkbox"/> Color Balance <input type="checkbox"/> Defaults |
| Printer Features | <ul style="list-style-type: none"> <input type="checkbox"/> Feature Sets <input type="checkbox"/> Gray Guaranteed <input type="checkbox"/> Feed Orientation <input type="checkbox"/> Paper Type <input type="checkbox"/> Substitute Tray <input type="checkbox"/> Custom Paper Auto Orientation <input type="checkbox"/> Image Enhancement <input type="checkbox"/> Draft Mode <input type="checkbox"/> Skip Blank Pages <input type="checkbox"/> Halftone Screen Lock <input type="checkbox"/> High speed for monochrome documents <input type="checkbox"/> Trapping <input type="checkbox"/> Letterhead Duplex Mode |
| Summary | |

Printing Custom Size Paper

This section explains how to print on custom size paper using the print driver.

Custom size paper can be loaded in the SSF and standard 250-sheet tray. The way to load custom size paper in the SSF is the same as the one to load standard size paper. The way to load custom size paper in the standard 250-sheet tray is the same as the one to load standard size paper.

Note:

Custom size paper cannot be loaded in the optional 250-sheet paper cassette unit.

See Also:

- “Loading Print Media in the Single Sheet Feeder (SSF)” on page 97

- ❑ “Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 92
- ❑ “Setting Paper Sizes and Types” on page 100

Defining Custom Paper Sizes

Before printing, set the custom size on the print driver.

Note:

When setting the paper size on the print driver and the operator panel, be sure to specify the same size as the actual print media used. Setting the wrong size for printing can cause printer failure. This is especially true if you configure a bigger size when using a narrow width paper.

Using the Windows Print Driver

On the Windows print driver, set the custom size in the **Custom Paper Size** dialog box. This section explains the procedure using Windows XP and the PCL 6 driver as an example.

For Windows XP or later, an administrator's password only allows users with administrator rights to change the settings. Users without the rights of administrator can only view the contents.

1. Click **start** — **Printers and Faxes**.
2. Right-click the printer, and then select **Properties**.
3. Select the **Configuration** tab.
4. Click **Custom Paper Size**.
5. Select the custom setup you want to define from **Details**.
6. Specify the length of the short edge and long edge under **Settings for**. You can specify the values either by entering them directly or using the **Up Arrow** and **Down Arrow** buttons. The length of the short edge cannot be longer than the long edge, even if it is within the specified range. The length of the long edge cannot be shorter than the short edge, even if it is within the specified range.
7. To assign a paper name, select the **Name Paper Size** check box, and then enter the name in **Paper Name**. Up to 14 characters can be used for the paper name.
8. If necessary, repeat steps 5 to 7 to define another custom size.

9. Click **OK** twice.

Printing on Custom Size Paper

Use the following procedures to print using either the Windows or Mac OS X print drivers.

Using the Windows Print Driver

To print on custom size paper using the PCL 6 driver as an example:

Note:

*The way to display the printer **Properties** dialog box differs according to the application software. Refer to the manual of each application software.*

1. From the **File** menu, select **Print**.
2. Select the printer as the printer to be used and click **Preferences**.
3. Select the **Paper / Output** tab.
4. Select the size of the original document from **Paper Size**.
5. Select the appropriate paper type from **Paper Type**.
6. Click the **Layout** tab.
7. From **Fit to New Paper Size**, select **Same as Paper Size**.
8. Click **OK**.
9. Click **Print** in the **Printer** dialog box to start printing.

Using the Mac OS X Print Driver

This section explains the procedure using Mac OS X 10.6 TextEdit as an example.

1. From the **File** menu, select **Page Setup**.
2. Select the printer as the printer to be used from **Format For**.
3. From **Paper Size**, select **Manage Custom Sizes**.

4. In the **Custom Page Sizes** window, click **+**.

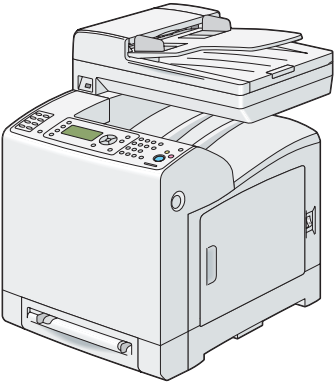





A newly created setting “Untitled” is displayed in the list.

5. Double-click “Untitled” and enter the name for the setting.
6. Enter the size of the original document in the **Width** and **Height** boxes of **Paper Size**.
7. Specify **Non-Printable Area** if necessary.
8. Click **OK**.
9. From the **File** menu, select **Print**.
10. Click **Print** in the **Print** dialog box to start printing.

Auditron

Auditron contains an authentication function that can set limits on what processes can be used, as well as an account management that can be used to control usage based on authentication.

The following table shows how the printer works with Auditron.

| | | |
|--|---|---|
|  | <p>Registered user A</p>  | <p>Can print up to 10,000 pages in black and white</p> |
| | <p>Registered user B</p>  | <p>Can print up to 10,000 pages in color or black and white</p> |
| | <p>System administrator C</p>  | <p>Reference account report for each registered user</p> |
| | <p>Normal user D</p>  | <p>Print account report</p> |
| |  | <p>Cannot print if not a registered user, or if the printed pages exceeds the limit</p> |

Checking Status of Print Data

Checking Status (Windows Only)

Printer information and status are displayed on the Status Monitor window. Double-click the Status Monitor printer icon on the taskbar at the bottom right of the screen. From the displayed window, check the column **Status**.

You can change the display contents with the button on the left of the Status Monitor window.

Status Settings button: Displays the **Status Settings** dialog box and allows you to check the printer name, printer connection port, and printer status.

For more information about Status Monitor, see Help: The following procedure uses Windows XP as an example:

1. Click **start** — **All Programs**.
2. Select **EPSON**.
3. Select **Status Monitor**.
4. Select **Status Monitor Help**.

See Also:

“Status Monitor (Windows Only)” on page 53

Checking Status in EpsonNet Config (Windows & Mac OS X)

You can check the status of the print job sent to the printer at the **Status** tab of EpsonNet Config.

See Also:

“Printer Management Software” on page 52

Printing a Report Page



You can print a variety of settings for your printer including system settings, panel settings, job history, error history, printer meter, font list, macro list, stored document list, protocol monitor, fax address book, email address book, server address, fax activity, and fax pending. This section describes how to print a report page.

Printing a System Settings Page

To verify detailed printer settings, print a system settings page. A printed system settings page also allows you to verify whether or not options have been installed properly.

See Also:

“Understanding the Printer Menus” on page 227

1. Press the **System** button.
2. Select Report/List, and then press the  button.
3. Select System Settings, and then press the  button.

The system settings page is printed.

If any message appears when you print this page, see the online **Help** for more information.

Printer Settings

Using the Operator Panel to Change the Printer Settings

You can select menu items and corresponding values from the operator panel.

When you first browse through the menus from the operator panel, you see some menu items are highlighted.

These highlighted items are the factory default and original system settings.


Note:


Factory defaults may vary for different regions.

When you select a new setting from the operator panel, the item selected is highlighted to identify it as the current user default menu setting.


These settings are active until new ones are selected or the factory defaults are restored.

To select a new value as a setting:

1. Press the **System** button.
2. Select the desired menu, and then press the  button.

3. Select the desired menu or menu item, and then press the  button.
 - If the selection is a menu, the menu is opened and the first system setting in the menu appears.
 - If the selection is a menu item, the default menu setting for the menu item appears. (The current user default menu setting is highlighted.)

Each menu item has a list of values for the menu item. A value can be:

- A phrase or word to describe a setting
 - A numerical value that can be changed
 - An On or Off setting
4. Select the desired value, and then press the  button.

Note:

Some menu items require you to use the numeric key pad to enter the value.



5. Press the  (**Back**) or  button to return to the previous menu.

To continue setting other items, select the desired menu. To quit setting new values, press the  (**Back**) button.

Driver settings may override changes previously made and may require you to change the operator panel defaults.

Using the Operator Panel to Adjust the Language

To display a different language on the operator panel:

1. Press the **System** button.
2. Select **Panel Language**, and then press the  button.
3. Select the desired language, and then press the  button.

Printing With Web Services on Devices (WSD)

This section provides information for network printing with WSD, the new Microsoft protocol for Microsoft Windows Vista, Windows Server 2008, Windows Server 2008 R2, and Windows 7.

Adding Roles of Print Services

When you use Windows Server 2008 or Windows Server 2008 R2, you need to add the roles of print services to the Windows Server 2008 or Windows Server 2008 R2 client.

For Windows Server 2008:

1. Click **Start — Administrative Tools — Server Manager**.
2. Select **Add Roles** from the **Action** menu.
3. Select the **Print Services** check box on the **Server Roles** window in the **Add Roles Wizard**, and then click **Next**.
4. Click **Next**.
5. Select the **Print Server** check box, and then click **Next**.
6. Click **Install**.

For Windows Server 2008 R2:

1. Click **Start — Administrative Tools — Server Manager**.
2. Select **Add Roles** from the **Action** menu.
3. Select the **Print and Document Services** check box on the **Server Roles** window in the **Add Roles Wizard**, and then click **Next**.
4. Click **Next**.
5. Select the **Print Server** check box, and then click **Next**.
6. Click **Install**.

Printer Setup

You can install your new printer on the network using the **Software Disc** that shipped with your printer, or using Microsoft Windows' **Add Printer** wizard. The following procedure uses the PCL 6 driver as an example.

Installing a Print Driver Using the Add Printer Wizard

1. Click **Start — Control Panel — Hardware and Sound — Printers (Start — Devices and Printers** for Windows Server 2008 R2 and Windows 7).
2. Click **Add a printer** to launch the **Add Printer** wizard.
3. Select **Add a network**, wireless or **Bluetooth printer**.
4. In the list of available printers, select the one you want to use, and then click **Next**.

Note:

- In the list of available printers, the WSD printer is displayed in the form of **http://IP address/ws/**.*
 - If no WSD printer is displayed in the list, enter the printer's IP address manually to create a WSD printer. To enter the printer's IP address manually, follow the instructions below.
For Windows Server 2008 R2, to create a WSD printer, you must be a member of Administrators group.*
 1. Click **The printer that I want isn't listed**.
 2. Select **Add a printer using a TCP/IP address or hostname** and click **Next**.
 3. Select **Web Services Device** from **Device type**.
 4. Enter the printer's IP address in **Hostname or IP address** and click **Next**.
 - Before installing the driver using the **Add Printer** wizard on Windows Server 2008 R2 or Windows 7, perform one of the following:*
 - Establish the Internet connection so that Windows Update can scan your computer.
 - Add the print driver to your computer.
5. If prompted, install the print driver on your computer. If you are prompted for an administrator password or confirmation, enter the password or provide confirmation.
 6. Complete the additional steps in the wizard, and then click **Finish**.
 7. Print a test page to verify print installation.
 - a Click **Start — Control Panel — Hardware and Sound — Printers (Start — Devices and Printers** for Windows Server 2008 R2 and Windows 7).

- b Right-click the printer you just created, and then click **Properties** (**Printer properties** for Windows Server 2008 R2 and Windows 7).

On the **Options** tab, set each setting item, and then click **Apply**.

- c On the **General** tab, click **Print Test Page**. When a test page prints successfully, installation is complete.

Chapter 6

Copying

Loading Paper for Copying

The instructions for loading documents are the same whether you are printing, faxing, or copying.

See Also:

“Loading Print Media” on page 91

Preparing a Document

You can use the document glass or the automatic document feeder (ADF) to load an original document for copying, scanning, and sending a fax. You can load up to 35 sheets of 75 g/m² (20 lb) documents for one job using the ADF or one sheet at a time using the document glass.

Important:

- Avoid loading documents that are smaller than 5.5 in. by 5.5 in. (139.7 mm by 139.7 mm) or larger than 8.5 in. by 14 in. (215.9 mm by 355.6 mm), different sizes or weights together, or booklets, pamphlets, transparencies, or documents having other unusual characteristics in ADF.*
- Carbon-paper or carbon-backed paper, coated paper, onion skin or thin paper, wrinkled or creased paper, curled or rolled paper or torn paper cannot be used in ADF.*
- Do not use the documents with staples, paper clips or exposed to adhesives or solvent based materials such as glue, ink and correcting fluid in ADF.*

Note:

To get the best scan quality, especially for color or gray scale images, use the document glass instead of the ADF.

Making Copies From the Document Glass

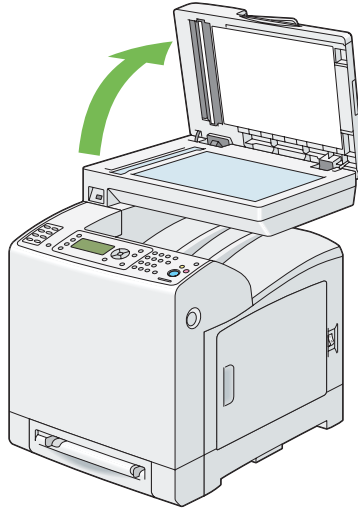
Note:

- A computer connection is not required for copying.*
- Remove any documents from the ADF before copying from the document glass.*

- ❑ *Contaminants on the document glass may cause black spots on the copy output. For best results, clean the document glass before use. For more information, see also “Cleaning the Scanner” on page 385.*

To make a copy from the document glass:

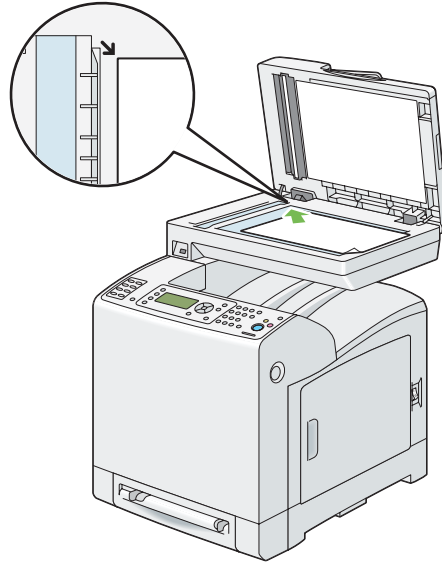
1. Lift and open the document cover.



2. Place the document face down on the document glass and align it with the registration guide on the top left corner of the glass.

**Caution:**

Do not apply excessive force to hold thick document on the document glass. It may break the glass and cause injuries.



3. Close the document cover.

Note:

- Leaving the document cover open while copying may affect the copy quality and increase the toner consumption.*
 - If you are copying a page from a book or magazine, lift the cover until its hinges are caught by the stopper and then close the cover. If the book or magazine is thicker than 30 mm, start copying with the document cover open.*
4. Customize the copy settings including the number of copies, copy size, contrast, and image quality.

See Also:

“Setting Copy Options” on page 130

To clear the option settings, press the **Clear All** button.

5. Press the **Start** button to begin copying.

Note:

*Press the **Stop** button to cancel a copy job at any time while scanning a document.*

Making Copies From the ADF

Important:

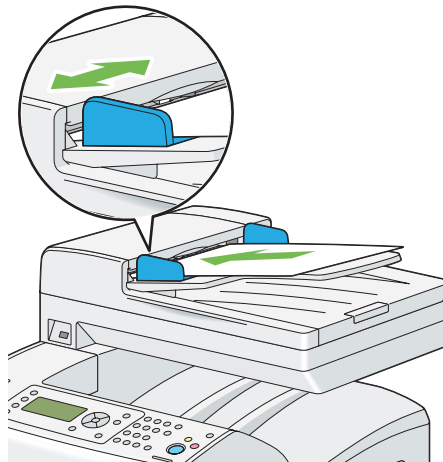
Do not load more than 35 sheets into the ADF or allow more than 35 sheets to be fed to the document output tray. The document output tray should be emptied before it exceeds 35 sheets or your original documents may be damaged.

Note:

- ❑ To get the best scan quality, especially for gray scale images, use the document glass instead of the ADF.
- ❑ A computer connection is not required for copying.

To make a copy from the ADF:

1. Load up to 35 sheets of 75 gsm (20 lb) documents face up on the ADF with top edge of the documents in first. Then adjust the document guides to the correct document size.



Note:

Ensure that you use the document guides before copying a legal-size document.

2. Customize the copy settings including the number of copies, copy size, contrast, and image quality.

See Also:

“Setting Copy Options” on page 130

To clear the settings, use the **Clear All** button.

3. Press the **Start** button to begin copying.

Note:

Press the **Stop** button to cancel a copy job at any time while scanning a document.

Setting Copy Options

Set the following options for the current copy job before pressing the **Start** button to begin copying.

Note:

The copy options automatically return to their default status after the next copy is performed or the auto clear timer is expired.

Number of Copies

To specify the number of copies from 1 to 99.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the Document Glass” on page 126
- “Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Enter the number of copies using the numeric keypad.
4. Press the **Start** button to begin copying.

Color

To select the mode for color or black and white copying.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Press the **Color Mode** button to switch between Color and Black & White modes.
4. Press the **Start** button to begin copying.

Paper Supply

To select a tray.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select **PAPER SUPPLY**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|---------------------|-------------------------------|
| Tray 1: xxx* | The paper is fed from Tray 1. |
|---------------------|-------------------------------|

| | |
|------------------------------|--|
| Tray 2: xxx | The paper is fed from Tray 2. |
| Manual Feed Slot: xxx | The paper is fed from the single sheet feeder (SSF). |

Note:

Tray 2 is only available when the optional 250-sheet paper cassette unit is installed.

M.F. Paper Size

To select the default paper size of the SSF.

1. Load the document(s) face up with top edge in first into the ADF.





OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select Paper Supply, and then press the  button.
4. Select Manual Feed Slot, and then press the  button.
5. Select M.F. Paper Size, and then press the  button.
6. Select the desired setting, and then press the  button.

mm series**Note:**

Values marked by an asterisk () are the factory default menu settings.*

| |
|---------------------------|
| A4 - 210 x 297 mm* |
| A5 - 148 x 210 mm |
| B5 - 182 x 257 mm |

| |
|----------------------------------|
| Letter - 8.5 x 11" |
| US Folio - 8.5 x 13" |
| Legal - 8.5 x 14" |
| Executive - 7.25 x 10.5" |
| Monarch Env. - 3.9 x 7.5" |
| DL Env. - 110 x 220 mm |
| C5 Env. - 162 x 229 mm |
| #10 Env. - 4.1 x 9.5" |

inch series

| |
|----------------------------------|
| Letter - 8.5 x 11"* |
| US Folio - 8.5 x 13" |
| Legal - 8.5 x 14" |
| A4 - 210 x 297mm |
| A5 - 148 x 210mm |
| B5 - 182 x 257mm |
| Executive - 7.25 x 10.5" |
| Monarch Env. - 3.9 x 7.5" |
| DL Env. - 110 x 220 mm |
| C5 Env. - 162 x 229mm |
| #10 Env. - 4.1 x 9.5" |

7. Press the **Start** button to begin copying.

M.F. Paper Type

To select the default paper type of the SSF.

1. Load the document(s) face up with top edge in first into the ADF.





OR

Place a single document face down on the document glass, and close the document cover.

See Also:

❑ “Making Copies From the Document Glass” on page 126

❑ “Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select Paper Supply, and then press the  button.
4. Select Manual Feed Slot, and then press the  button.
5. Select M.F. Paper Type, and then press the  button.
6. Select the desired setting, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| |
|----------------------|
| Plain* |
| Light Card |
| Heavy Card |
| Envelope |
| Letterhead |
| LW Gloss Card |
| HW Gloss Card |
| Hole Punched |
| Colored |
| Special |

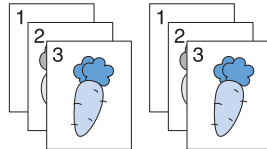
7. Press the **Start** button to begin copying.

Collated

To sort the copy output: For example, if you make two copies of three page documents, one complete three page document will be printed followed by the second complete document.

Note:

You can collate more pages when additional memory module is installed.



1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the Document Glass” on page 126
- “Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select **Collated**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk () are the factory default menu settings.*


| | |
|--------------|--|
| Off | Does not copy in collated order. |
| On | Copies in collated order. |
| Auto* | Only the documents loaded from ADF are copied in collated order. |

5. If necessary, customize the copy settings including the number of copies, contrast, and image quality.


See Also:

“Setting Copy Options” on page 130.

6. Press the **Start** button to begin copying.
 - a. When you are using the document glass and it is set to **On**, the display prompts you for another page.

If you want to place a new document, press the ▼ button to select **Yes**, and then press the  button.

Another display prompts you for placing next page.

Replace the document with a new document.
Select **Continue**, and then press the  button.

Reduce/Enlarge

To reduce or enlarge the size of a copied image, from 25 % to 400 % when you copy original documents from the document glass or ADF.

Note:



When you make a reduced copy, black lines may appear at the bottom of your copy.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the Document Glass” on page 126
 - “Making Copies From the ADF” on page 129
2. Press the **Copy** button.
 3. Select **Reduce/Enlarge**, and then press the  button.
 4. Select the desired setting, and then press the  button.

mm series**Note:**

Values marked by an asterisk (*) are the factory default menu settings.

| |
|-------------------------|
| 200% |
| 141% A5 -> A4 |
| 122% A5 ->B5 |
| 100%* |
| 81% B5 -> A5 |
| 70% A4 -> A5 |
| 50% |

inch series

| |
|---------------------------------------|
| 200% |
| 154% |
| 129% 8.5 x 11" -> 8.5 x 14" |
| 100%* |
| 78% 8.5 x 14" -> 8.5 x 11" |
| 64% |
| 50% |

Note:

You can also specify the value in increments of 1% from 25 to 400 by pressing the ◀ or ▶ button or entering a value using the numeric keypad. See the following table for specific zoom ratios.

| Copy Original | A5 | B5 | A4 |
|----------------------|-----------|-----------|-----------|
| A5 | 100% | 122% | 141% |
| B5 | 81% | 100% | 115% |
| A4 | 70% | 86% | 100% |

How to load document depends on the size and orientation of a document. For details, see “Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 92 or “Loading Print Media in the Single Sheet Feeder (SSF)” on page 97.

For paper that can be loaded, see “About Print Media” on page 86.

5. Press the **Start** button to begin copying.

Document Size

To select the default document size.

1. Load the document(s) face up with top edge in first into the ADF.



OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select Document Size, and then press the  button.
4. Select the desired setting, and then press the  button.

mm series

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| |
|---------------------------|
| Auto* |
| A4 - 210 x 297mm |
| A5 - 148 x 210mm |
| B5 - 182 x 257mm |
| Letter - 8.5 x 11" |

| |
|---------------------------------|
| US Folio - 8.5 x 13" |
| Legal - 8.5 x 14" |
| Executive - 7.25 x 10.5" |

inch series

| |
|---------------------------------|
| Auto* |
| Letter - 8.5 x 11" |
| US Folio - 8.5 x 13" |
| Legal - 8.5 x 14" |
| A4 - 210 x 297mm |
| A5 - 148 x 210mm |
| B5 - 182 x 257mm |
| Executive - 7.25 x 10.5" |

5. Press the **Start** button to begin copying.

Document Type

To select the copy image quality.


1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- "Making Copies From the Document Glass" on page 126*
- "Making Copies From the ADF" on page 129*

2. Press the **Copy** button.
3. Select Document Type, and then press the  button.

4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|---------------|---|
| Text | Used for documents with text. |
| Mixed* | Used for documents with both text and photos. |
| Photo | Used for documents with photos. |

5. Press the **Start** button to begin copying.

Lighten/Darken

To adjust the contrast to make the copy lighter or darker than the original.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select **Lighten/Darken**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|-----------------|-----------------------------|
| Lighter3 | Works well with dark print. |
| Lighter2 | |
| Lighter1 | |

| | |
|----------------|---|
| Normal* | Works well with normal typed or printed documents. |
| Darker1 | Works well with light print or faint pencil markings. |
| Darker2 | |
| Darker3 | |

5. Press the **Start** button to begin copying.

Sharpness

To adjust the sharpness to make the copy image sharper or softer than the original.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the Document Glass” on page 126
- “Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select **Sharpness**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|----------------|---|
| Sharper | Makes the copy image sharper than the original. |
| Normal* | The color clarity of the image is the same as the original. |
| Softer | Makes the copy image softer than the original. |

5. Press the **Start** button to begin copying.

Color Saturation

To adjust the amount of colors of the copy to make the colors darker or lighter than the original.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select **Color Saturation**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|----------------|---|
| Higher | Makes the color of the copy more vivid. |
| Normal* | The color saturation is the same as the original. |
| Lower | Makes the color of the copy less vivid. |

5. Press the **Start** button to begin copying.

Auto Exposure

To suppress the background of the original to enhance text on the copy.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- ❑ “Making Copies From the Document Glass” on page 126
 - ❑ “Making Copies From the ADF” on page 129
2. Press the **Copy** button.
 3. Select `Auto Exposure`, and then press the **OK** button.
 4. Select `On`, and then press the **OK** button.
 5. Press the **Start** button to begin copying.

Color Balance

To specify the default color balance level within the range of -3 to +3.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- ❑ “Making Copies From the Document Glass” on page 126
 - ❑ “Making Copies From the ADF” on page 129
2. Press the **System** button.
 3. Select `Defaults Settings`, and then press the **OK** button.
 4. Select `Copy Defaults`, and then press the **OK** button.
 5. Select `Color Balance`, and then press the **OK** button.
 6. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | | |
|--------------------------|-----------------|---|
| Yellow Low Dens. | 0* | Sets the color balance level of low density yellow. |
| | -3 to +3 | |
| Yellow Med. Dens. | 0* | Sets the color balance level of medium density yellow. |
| | -3 to +3 | |
| Yellow High Dens. | 0* | Sets the color balance level of high density yellow. |
| | -3 to +3 | |
| Magen. Low Dens. | 0* | Sets the color balance level of low density magenta. |
| | -3 to +3 | |
| Magen. Med. Dens. | 0* | Sets the color balance level of medium density magenta. |
| | -3 to +3 | |
| Magen. High Dens. | 0* | Sets the color balance level of high density magenta. |
| | -3 to +3 | |
| Cyan Low Dens. | 0* | Sets the color balance level of low density cyan. |
| | -3 to +3 | |
| Cyan Med. Dens. | 0* | Sets the color balance level of medium density cyan. |
| | -3 to +3 | |
| Cyan High Dens. | 0* | Sets the color balance level of high density cyan. |
| | -3 to +3 | |
| Black Low Dens. | 0* | Sets the color balance level of low density black. |
| | -3 to +3 | |
| Black Med. Dens. | 0* | Sets the color balance level of medium density black. |
| | -3 to +3 | |
| Black High Dens. | 0* | Sets the color balance level of high density black. |
| | -3 to +3 | |

7. Press the **Copy** button.
8. Press the **Start** button to begin copying.

2-Sided

To make duplex copies with the specified binding position.

1. Load the document(s) face up with top edge in first into the ADF.



OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select 2-Sided, and then press the  button.
4. Select the desired setting, and then press the  button.

Note:

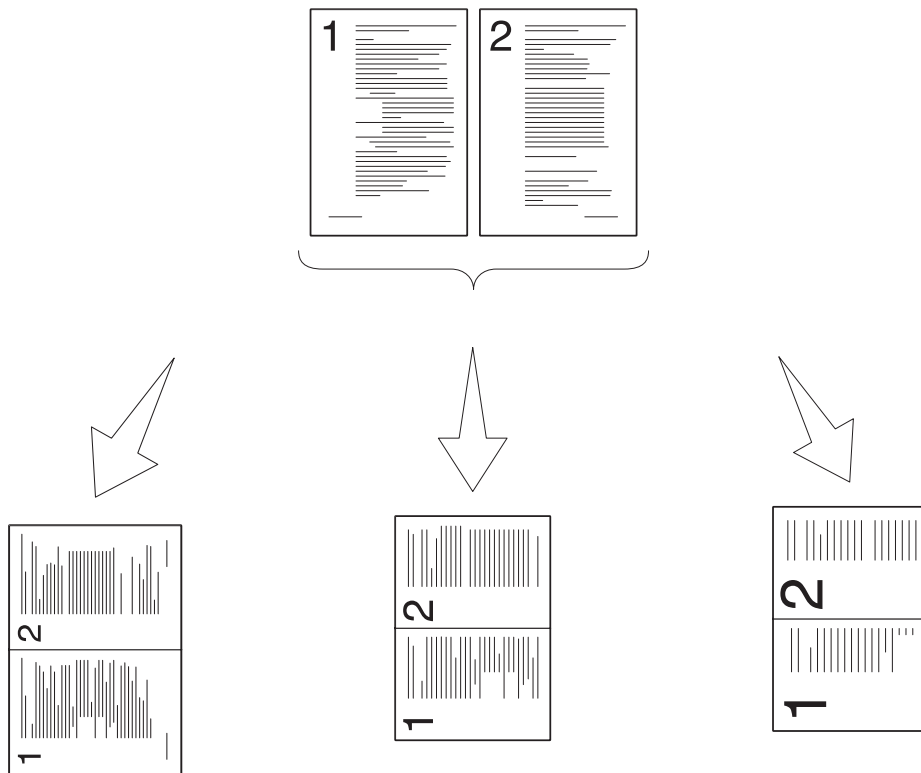
Values marked by an asterisk (*) are the factory default menu settings.

| | |
|---------------------------|--|
| 1 -> 1-Sided* | Select 1-sided or 2-sided and specify binding position for the 2-sided copy. |
| Long Edge Binding | |
| Short Edge Binding | |

5. Press the **Start** button to begin copying.

N-Up

To print two original images to fit onto one sheet of paper.

**Auto:**

Automatically reduces the pages to fit in one page.

ID Card Copy:

Always prints two sides of the ID card in one page in the original size (by 100%).

Manual:

Reduces the pages in the custom size depending on the setting of the Reduce/Enlarge menu.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the Document Glass” on page 126
- “Making Copies From the ADF” on page 129

2. Press the **Copy** button.

3. Select **N-Up**, and then press the **OK** button.
4. Select the desired setting, and then press the **OK** button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|---------------------|--|
| Off* | Does not perform N-up printing. |
| Auto | Automatically reduces the original pages to fit onto one sheet of paper. |
| ID Card Copy | Prints the original pages onto one sheet of paper in the original size. |
| Manual | Prints the original pages onto the one sheet of paper in the size specified in Reduce/Enlarge . |

5. If necessary, customize the copy settings including the number of copies, contrast, and image quality.

See Also:

“Setting Copy Options” on page 130

6. Press the **Start** button to begin copying.
 - a. When you are using the document glass and it is set to **Auto**, **ID Card Copy**, or **Manual**, the display prompts you for another page.

Select **Yes**, and then press the **OK** button.

Another display prompts you for placing next page.

Replace the document with a new document.

Select **Continue**, and then press the **OK** button.

Margin Top/Bottom

To specify the top and bottom margins of the copy.

1. Load the document(s) face up with top edge in first into the ADF.





OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select Margin Top/Bottom, and then press the  button.
4. Press the  or  button or use the numeric keypad to set the desired value, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|-------------------------------|---|
| 0.2 inch* (4 mm*) | Specify the value in increments of 0.1 inch (1 mm). |
| 0.0–2.0 inch (0–50 mm) | |

5. Press the **Start** button to begin copying.

Margin Left/Right

To specify the left and right margins of the copy.

1. Load the document(s) face up with top edge in first into the ADF.


OR


Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

2. Press the **Copy** button.
3. Select Margin Left/Right, and then press the  button.

- Press the ▲ or ▼ button or use the numeric keypad to set the desired value, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|-------------------------------|---|
| 0.2 inch* (4 mm*) | Specify the value in increments of 0.1 inch (1 mm). |
| 0.0–2.0 inch (0–50 mm) | |

- Press the **Start** button to begin copying.

Margin Middle

To specify the middle margin of the copy.

- Load the document(s) face up with top edge in first into the ADF.



OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the Document Glass” on page 126

“Making Copies From the ADF” on page 129

- Press the **Copy** button.
- Select **Margin Middle**, and then press the  button.
- Press the ▲ or ▼ button or use the numeric keypad to set the desired value, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.






| | |
|-------------------------------|---|
| 0.0 inch* (0 mm*) | Specify the value in increments of 0.1 inch (1 mm). |
| 0.0–2.0 inch (0–50 mm) | |

5. Press the **Start** button to begin copying.

Changing the Default Settings

The default settings of the Copy menu options including contrast and image quality can be set to the most frequently used modes. When you copy a document, the specified default settings are used unless they are changed by using the corresponding buttons on the operator panel.

To create your own default settings:

1. Press the **System** button.
2. Select **Defaults Settings**, and then press the  button.
3. Select **Copy Defaults**, and then press the  button.
4. Select the desired menu item, and then press the  button.
5. Select the desired setting or enter the value using the numeric keypad, and then press the  button.
6. Repeat steps 4 and 5 as needed.
7. To return to the previous screen, press the  (**Back**) button.

Chapter 7

Scanning

Scanning Overview

You can use your Epson AcuLaser CX29 Series to turn pictures and text into editable images on your computer.

The resolution setting to use when you scan an item depends on the item type and how you plan to use the image or document after you scan it into your computer. For the best results, use these recommended settings.

| Type | Resolution |
|--|---|
| Documents | 300 dpi black-and-white or 200 dpi grayscale or color |
| Documents of poor quality or that contain small text | 400 dpi black-and-white or 300 dpi grayscale |
| Photographs and pictures | 100–200 dpi color or 200 dpi grayscale |
| Images for an inkjet printer | 150–300 dpi |
| Images for a high-resolution printer | 300–600 dpi |

Scanning beyond these recommended resolutions may exceed the capabilities of the application. If you require a resolution above those recommended in the above table, you should reduce the size of the image by previewing (or pre-scan) and cropping before scanning the image.

Installing the Scan Driver

If you plan to import scanned images directly into an application (such as Adobe® Photoshop® or Microsoft® Clip Organizer), or scan images directly to your computer, you must install a scan driver.

For Windows

To install the scan driver from the **Software Disc**:

1. Turn off the printer and the computer.

2. Connect the computer and Epson AcuLaser CX29 Series with a USB cable.

OR

Connect the Epson AcuLaser CX29 Series to a network.

3. Insert the **Software Disc** into your computer to start **Easy Install Navi**.
4. Click **Installing Driver and Software**.
5. Click the **User Tools** tab, and then select **Install Scan Driver**.
6. Click **Start**.
7. Follow the on-screen instructions to install the scan driver.

See Also:

“Express Scan Manager” on page 54

For Mac OS X

To install the scan driver from the **Software Disc**:

1. Run the **Software Disc** on the Mac OS X.
2. Open the **Packages** folder.
3. Double-click **AL-CX29 Scan Installer.pkg**.
4. Follow the on-screen instructions to install the scan driver.

See Also:

“Express Scan Manager” on page 54

Scanning to a Computer

Scanning From the Operator Panel

The following procedure uses Windows XP as an example.

Note:

This feature cannot be used when the printer is connected to a network.

Ensure that the printer is connected to the computer via the USB cable.

1. Load the document(s) face up with top edge in first into the automatic document feeder (ADF).

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

“Making Copies From the ADF” on page 129

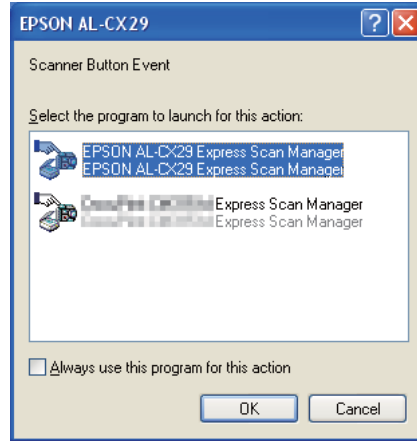
“Making Copies From the Document Glass” on page 126

2. Press the **Scan** button.
3. Select **Scan to Computer (USB)**, and then press the **OK** button.
4. Configure the scanning settings as necessary.
5. Press the **Start** button.

The selected application window opens on your computer.

Note:

If the following dialog box appears on your computer, select **EPSON AL-CX29 Express Scan Manager**, and then click **OK**.

**Note:**

- ❑ Once you select the **Always use this program for this action** check box when selecting **EPSON AL-CX29 Express Scan Manager**, the selected application is automatically used without displaying the program selection window.
- ❑ You must use Express Scan Manager on your computer to change the settings for scanning. For details, see “Express Scan Manager” on page 54.

Scanning Using the TWAIN Driver

Your printer supports the Tool Without An Interesting Name (TWAIN) driver for scanning images. TWAIN is one of the standard components provided by Windows XP, Windows Server 2003, Windows Server 2008, Windows Server 2008 R2, Windows Vista, and Windows 7, and works with various scanners. The following procedure uses Windows XP as an example.

Note:

Ensure that the printer is connected to the computer via the USB cable or to a network.

The following procedure to scan an image uses Microsoft Clip Organizer as an example.

1. Load the document(s) face up with top edge in first into the ADF.

OR

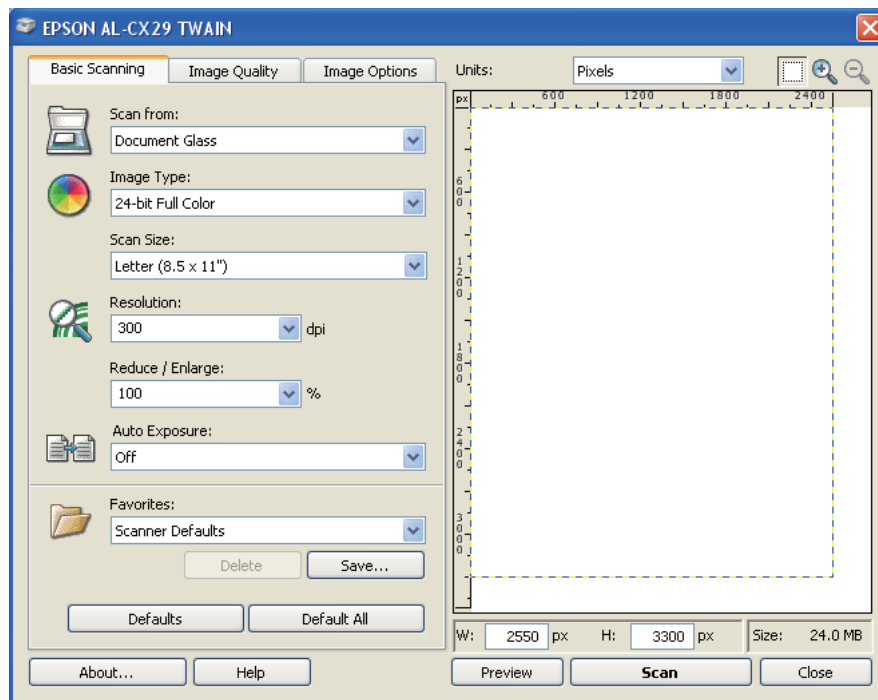
Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the ADF” on page 129
 - “Making Copies From the Document Glass” on page 126
2. Click **start** — **All Programs** — **Microsoft Office** — **Microsoft Office 2010 Tools** — **Microsoft Clip Organizer**.
 3. Click **File** — **Add Clips to Organizer** — **From Scanner or Camera**.
 4. In the **Insert Picture from Scanner or Camera** dialog box, under **Device**, select your device.
 5. Click **Custom Insert**.
 6. Select your scanning preferences and click **Preview** to display the preview image.

Note:

- Preview** is grayed out and disabled when you select **Document Feeder** from **Scan from**.
- The illustration may vary for different operating systems.



7. Select the desired properties from the **Image Quality** and **Image Options** tabs.
8. Click **Scan** to start scanning.

The scanned image file is generated.

Scanning Using the WIA Driver

Your printer also supports the Windows Image Acquisition (WIA) driver for scanning images. WIA is one of the standard components provided by Windows XP and later operating systems and works with digital cameras and scanners. Unlike the TWAIN driver, the WIA driver allows you to scan an image and easily manipulate those images without using additional software.

Note:

Ensure that the printer is connected to the computer via the USB cable or to a network.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Making Copies From the ADF” on page 129
 - “Making Copies From the Document Glass” on page 126
2. Start the drawing software, such as Paint for Windows.

Note:

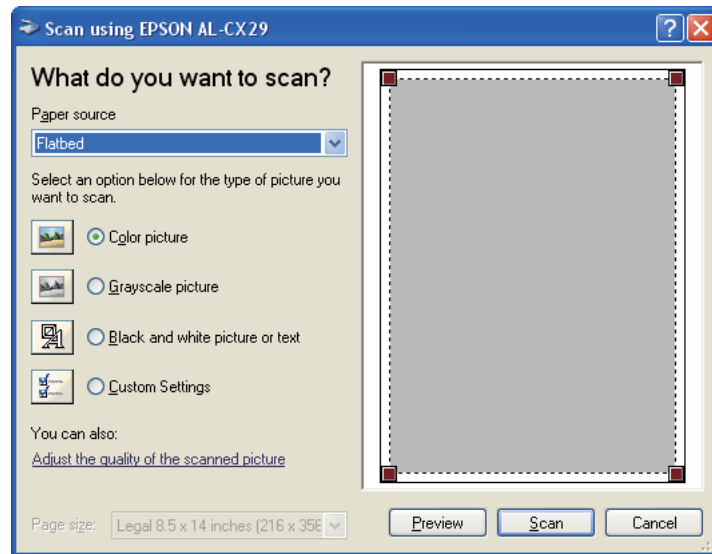
When you use Windows Vista, use Windows Photo Gallery instead of Paint.

3. Click **File** — **From Scanner or Camera** (**Paint** button — **From scanner or camera** for Windows Server 2008 R2 and Windows 7).

The **Scan using EPSON AL-CX29 (WIA - USB)** window appears.

Note:

The illustration may vary for different operating systems.



4. Select **Document Feeder** or **Flatbed** in **Paper source**.

Note:

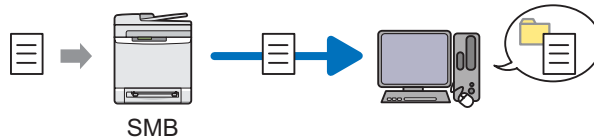
Select **Document Feeder** when you want to scan the document loaded in the ADF. Select **Flatbed** when you want to scan the document loaded on the document glass.

5. Select your scanning preferences and click **Adjust the quality of the scanned picture** to display the **Advanced Properties** dialog box.
6. Select the desired properties including brightness and contrast, and then click **OK**.
7. Click **Scan** to start scanning.
8. Click **Save** from the **File** menu.
9. Enter a picture name, and select a file format and destination to save the picture.

Using a Scanner on the Network

Overview

The Scan to Server/Computer feature allows you to scan documents and send the scanned document to a network computer via the SMB protocol.



You can select the kind of server and specify a destination to store the scanned document with the EpsonNet Config or Address Book Editor.

The following items are required to use the Scan to Server/Computer feature.

Using SMB

To transfer data via SMB, your computer must run on one of the following operating systems that includes folder sharing.

For Mac OS® X, a shared user account is required on the Mac OS X.

- Windows Server 2003
- Windows Server 2008
- Windows Server 2008 R2
- Windows XP
- Windows Vista
- Windows 7
- Mac OS X 10.4/10.5/10.6

Follow the procedure below to use the Scan to Server/Computer feature.

“Confirming a Login name and Password Using SMB” on page 159



“Specifying a Destination to Store the Document Using SMB” on page 161



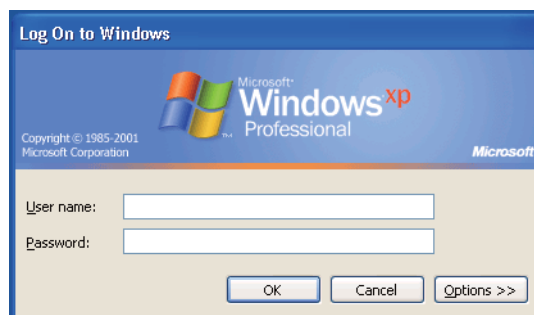
“Configuring the Printer Settings” on page 172



“Sending the Scanned File to the Network” on page 178

Confirming a Login name and Password Using SMB

The Scan to Computer/Server feature requires a user login account with a valid and non-empty password for authentication. Confirm a login user name and password.



If you do not use a password for your user login, you need to create a password on your User Login Account with the following procedure.

For Windows XP:

1. Click **start** — **Control Panel** — **User Accounts**.
2. Click **Change an account**.
3. Select your account.

4. Click **Create a password** and add in a password for your user login account.

For Windows Server 2003:

1. Click **Start — Administrative Tools — Computer Management**.
2. Click **Local Users and Groups**.
3. Double-click **Users**.
4. Right-click your account, and then select **Set Password**.

Note:

*When an alert message appears, confirm the message and then click **Proceed**.*

5. Add in a password for your user login account.

For Windows Vista and Windows 7:

1. Click **Start — Control Panel**.
2. Click **User Accounts and Family Safety**.
3. Click **User Accounts**.
4. Click **Create a password for your account** and add in a password for your user login account.

For Windows Server 2008:

1. Click **Start — Administrative Tools — Computer Management**.
2. Click **Local Users and Groups**.
3. Double-click **Users**.
4. Right-click your account, and then select **Set Password**.

Note:

*When an alert message appears, confirm the message and then click **Proceed**.*

5. Add in a password for your user login account.

For Windows Server 2008 R2:

1. Click **Start — Administrative Tools — Computer Management**.
2. Click **Local Users and Groups**.
3. Double-click **Users**.
4. Right-click your account, and then select **Set Password**.

Note:

*When an alert message appears, confirm the message and then click **Proceed**.*

5. Add in a password for your user login account.

For Mac OS X 10.4/10.5/10.6:

1. Click **System Preferences — Accounts**.
2. Select your account.
3. Select **Change Password**.
4. Enter a password for your user login account in **New Password (New password for Mac OS X 10.6)**.
5. Re-enter the password in **Verify**.
6. Click **Change Password**.

After you confirmed a login user name and password, go to “Specifying a Destination to Store the Document Using SMB” on page 161.

Specifying a Destination to Store the Document Using SMB

Share a folder to store the scanned document using the following procedure.

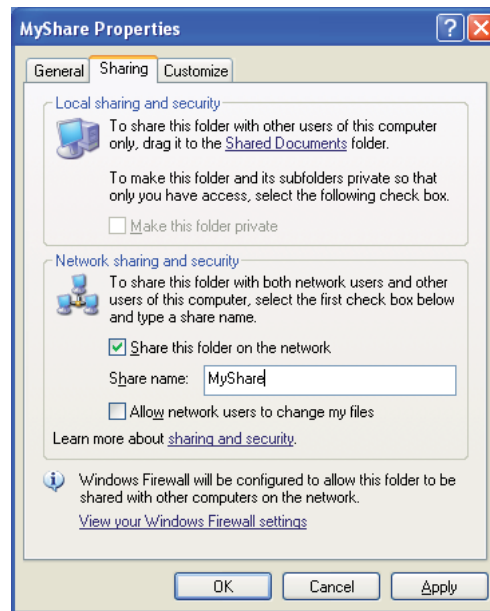
For Windows XP Home Edition:

1. Create a folder in the desired directory on your computer (Example of folder name, **MyShare**).

2. Right-click the folder, and then select **Properties**.
3. Click the **Sharing** tab, and then select **Share this folder on the network**.
4. Enter a shared name in the **Share name** box.

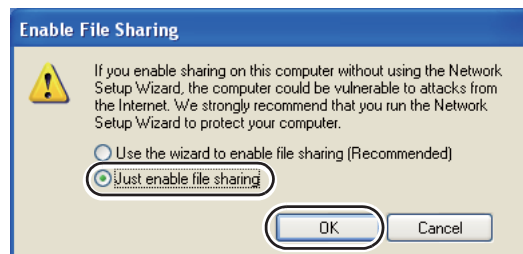
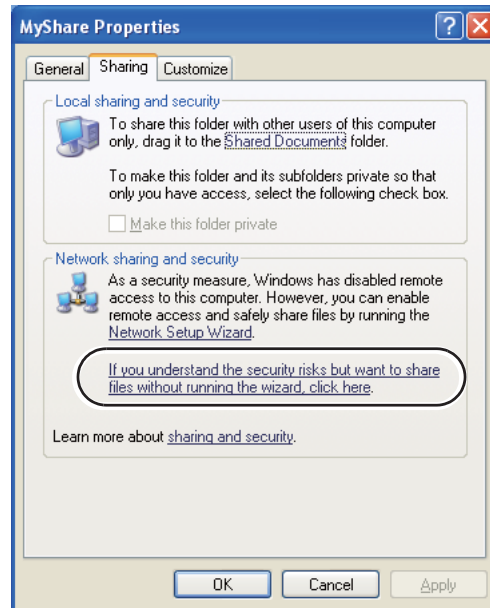
Note:

Write down this shared name because you will use this name in the next setting procedure.



Note:

When the following screen appears, click **If you understand the security risks but want to share files without running the wizard, click here**, then select **Just enable file sharing**, and then click **OK**.



5. Select **Allow network users to change my files**.
6. Click **Apply**, and then click **OK**.

Note:

To add sub-folders, create new folders in the shared folder you have created.

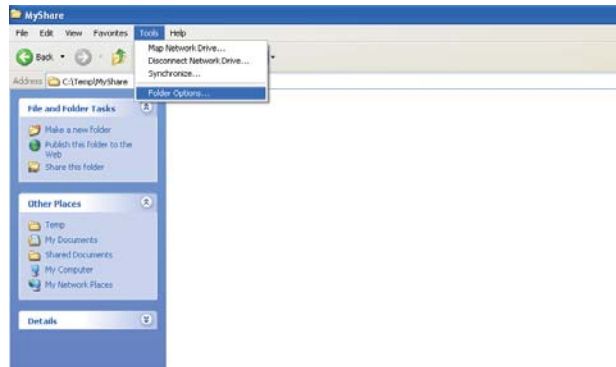
Example: Folder name, **MyShare**, Second-level folder name: **MyPic**, Third-level folder name: **John**

You should now see **MyShare\MyPic\John** in your directory.

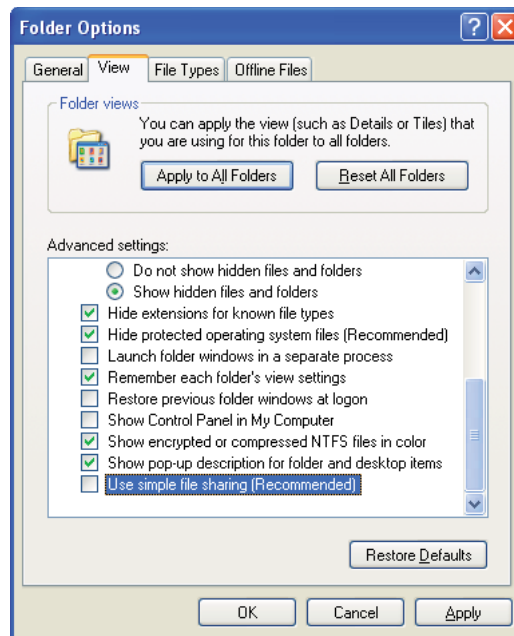
After you created a folder, go to “Configuring the Printer Settings” on page 172.

For Windows XP Professional Edition:

1. Create a folder in the desired directory on your computer (Example of folder name, **MyShare**) and double-click the folder.
2. Select **Folder Options** from **Tools**.



3. Click **View** tab, and then deselect the **Use simple file sharing (Recommended)** check box.

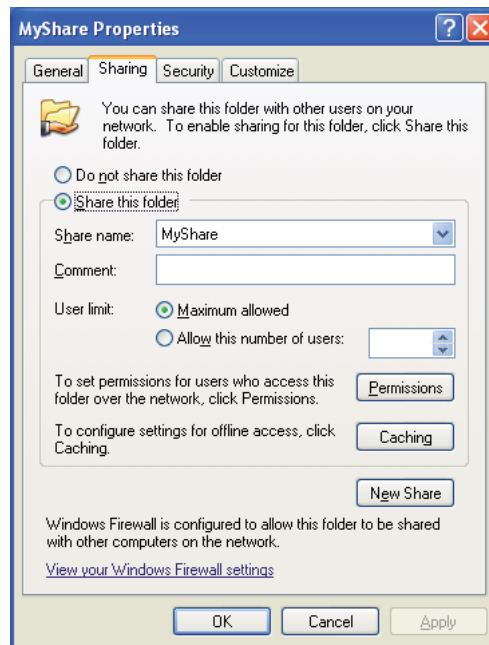


4. Click **OK**, and then close the window.
5. Right-click the folder, and then select **Properties**.

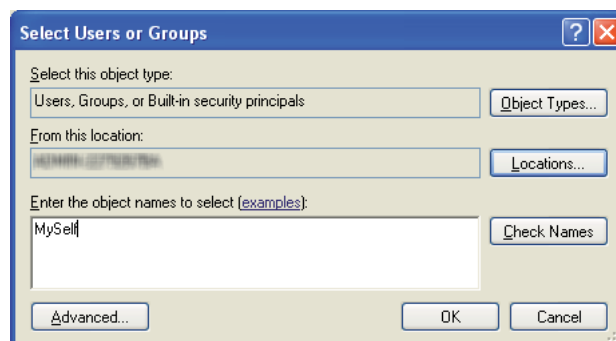
6. Click the **Sharing** tab, and then select **Share this folder**.
7. Enter a shared name in the **Share name** box.

Note:

Write down this shared name because you will use this name in the next setting procedure.



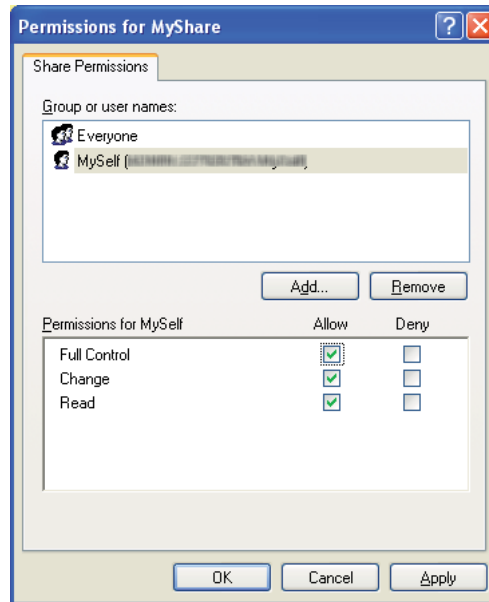
8. Click **Permissions** to create a write permission for this folder.
9. Click **Add**.
10. Search user login name by clicking **Advanced**, or enter the user login name in the **Enter the object names to select** box and click **Check Names** to confirm (Example of user login name, **MySelf**).



11. Click **OK**.
12. Click the user login name that you have just entered. Select the **Full Control** check box. This will grant you permission to send the document into this folder.

Note:

Do not use **Everyone** as the user login name.



13. Click **OK**.
14. Click **Apply**, and then click **OK**.

Note:

To add sub-folders, create new folders in the shared folder you have created.

Example: Folder name: **MyShare**, Second-level folder name: **MyPic**, Third-level folder name: **John**

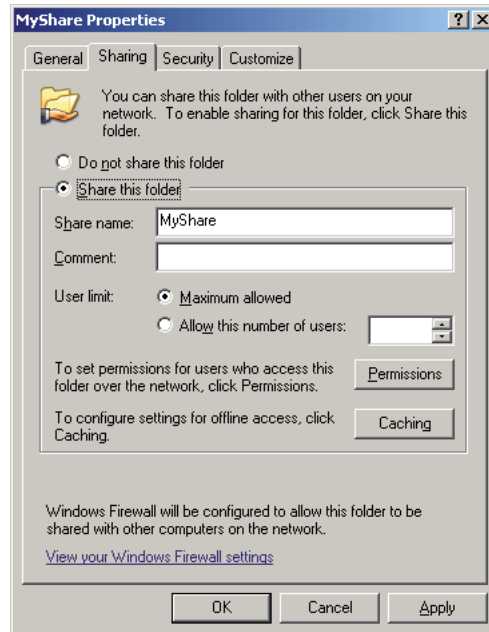
You should now see **MyShare\MyPic\John** in your directory.

After you created a folder, go to “Configuring the Printer Settings” on page 172.

For Windows Server 2003

1. Create a folder in the desired directory on your computer (Example of folder name, **MyShare**).
2. Right-click the folder, and then select **Properties**.

- Click the **Sharing** tab, and then select **Share this folder**.

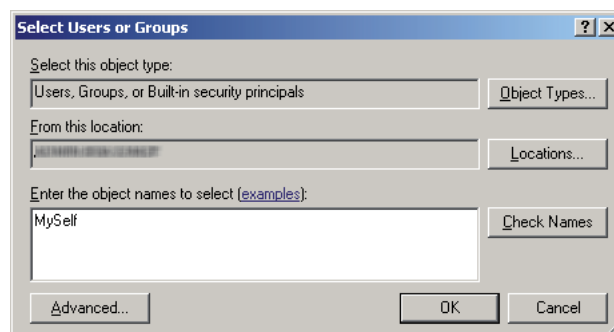


- Enter a shared name in the **Share name** box.

Note:

Write down this shared name because you will use this name in the next setting procedure.

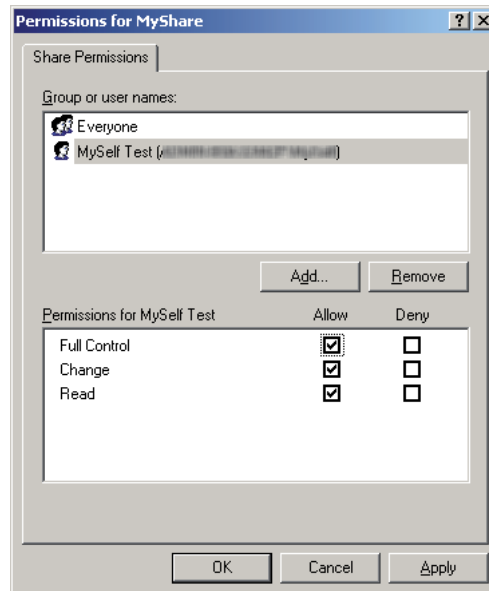
- Click **Permissions** to create a write permission for this folder.
- Click **Add**.
- Search user login name by clicking **Advanced**, or enter the user login name in the **Enter the object names to select** box and click **Check Names** to confirm (Example of user login name, **MySelf**).



8. Click **OK**.
9. Click the user login name that you have just entered. Select the **Full Control** check box. This will grant you permission to send the document into this folder.

Note:

Do not use **Everyone** as the user login name.



10. Click **OK**.
11. Configure other settings as necessary, and then click **Apply** and click **OK**.

Note:

To add sub-folders, create new folders in the shared folder you have created.

Example: Folder name: **MyShare**, Second-level folder name: **MyPic**, Third-level folder name: **John**

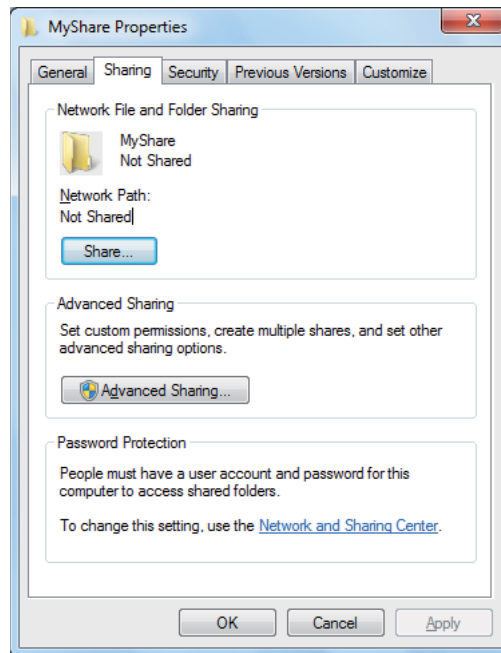
You should now see **MyShare\MyPic\John** in your directory.

After you created a folder, go to “Configuring the Printer Settings” on page 172.

For Windows Vista, Windows 7, Windows Server 2008, Windows Server 2008 R2

1. Create a folder in the desired directory on your computer (Example of folder name, **MyShare**).

2. Right-click the folder, and then select **Properties**.



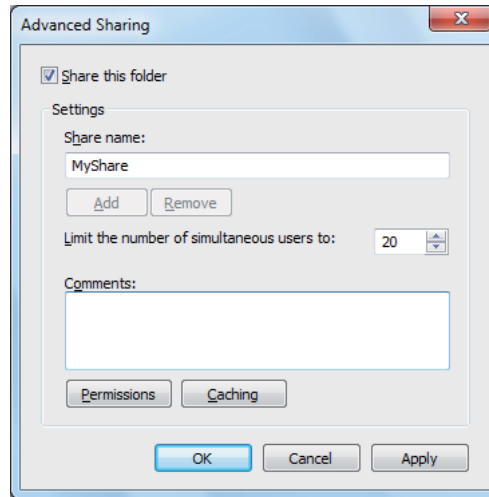
3. Click the **Sharing** tab, and then click **Advanced Sharing**.

For Windows Vista, when **User Account Control** dialog box appears, click **Continue**.

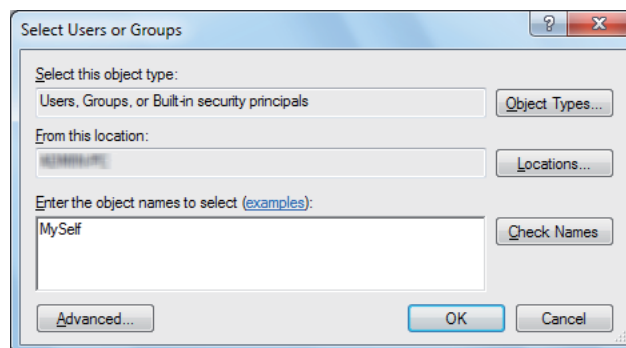
4. Select the **Share this folder** check box.
5. Enter a shared name in the **Share name** box.

Note:

Write down this shared name because you will use this name in the next setting procedure.

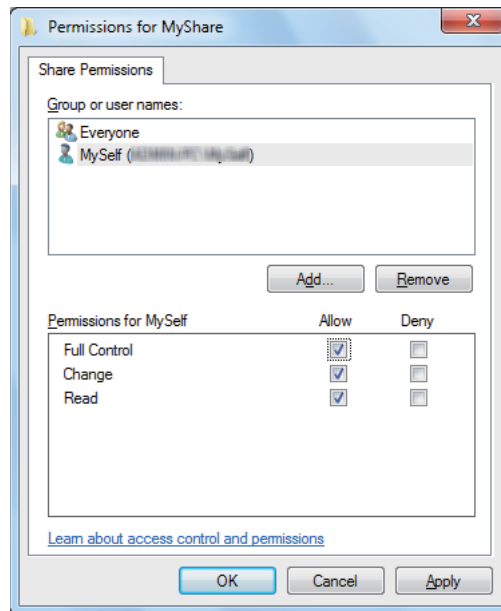


6. Click **Permissions** to create a write permission for this folder.
7. Click **Add**.
8. Search user login name by clicking **Advanced**, or enter the user login name in the **Enter the object names to select** box and click **Check Names** to confirm (Example of user login name, **MySelf**).



9. Click **OK**.
10. Click the user login name that you have just entered. Select the **Full Control** check box. This will grant you permission to send the document into this folder.

Note:
Do not use **Everyone** as the user login name.



11. Click **OK**.
12. Click **OK** to exit the **Advanced Sharing** dialog box.
13. Click **Close**.

Note:
To add sub-folders, create new folders in the shared folder you have created.
Example: Folder name: **MyShare**, Second-level folder name: **MyPic**, Third-level folder name: **John**
You should now see **MyShare\MyPic\John** in your directory.

After you created a folder, go to “Configuring the Printer Settings” on page 172.

For Mac OS X 10.4:

1. Select **Home** from the **Go** menu.
2. Double-click **Public**.
3. Create a folder (Example of folder name, **MyShare**).

Note:

Write down this shared name because you will use this name in the next setting procedure.

4. Open **System Preferences**, and then click **Sharing**.
5. Select the **Personal File Sharing** check box and the **Windows Sharing** check box.

For Mac OS X 10.5/10.6:

1. Create a folder in the desired directory on your computer (Example of folder name, **MyShare**).

Note:

Write down this shared name because you will use this name in the next setting procedure.

2. Select the created folder, and then select **Get Info** from the **File** menu.
3. Select the **Shared Folder (Shared folder for Mac OS X 10.6)** check box, and then close the window.
4. Open **System Preferences**, and then click **Sharing**.
5. Select the **File Sharing** check box, and then click **Options**.
6. Select the **Share Files and folders using SMB (Share files and folders using SMB (Windows) for Mac OS X 10.6)** check box and your account name.
7. Enter your account password, and then click **OK**.
8. Click **Done**.

Configuring the Printer Settings

You can configure the printer settings to use the Scan to Server/Computer feature with the EpsonNet Config or Address Book Editor.

The following procedure uses Windows XP as an example.

From the EpsonNet Config

1. Launch your web browser.

2. Enter the IP address of the printer in the address bar, and then press the **Enter** key.

The printer's web page appears.

Note:

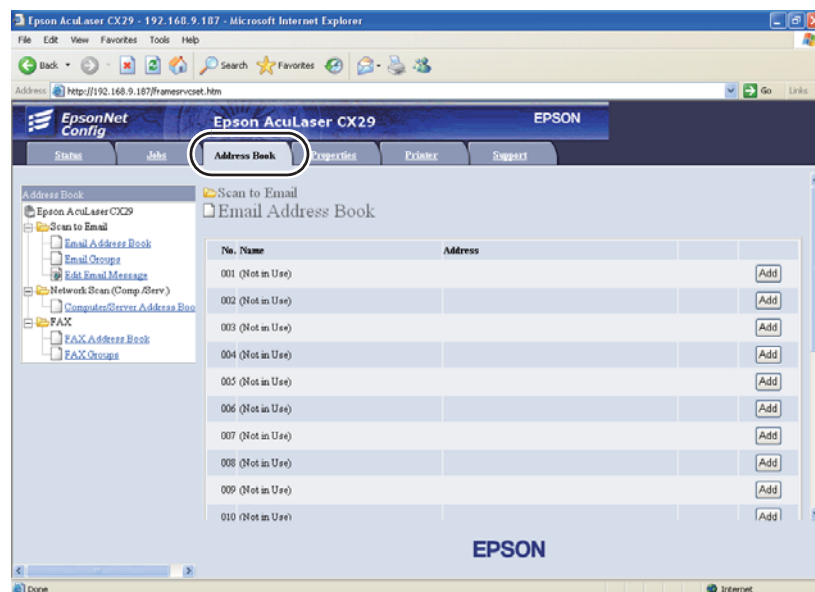
For details on how to check the IP address of the printer, see "Verifying the IP Settings" on page 64.

3. Click the **Address Book** tab.

If user name and password are required, enter the correct user name and password.

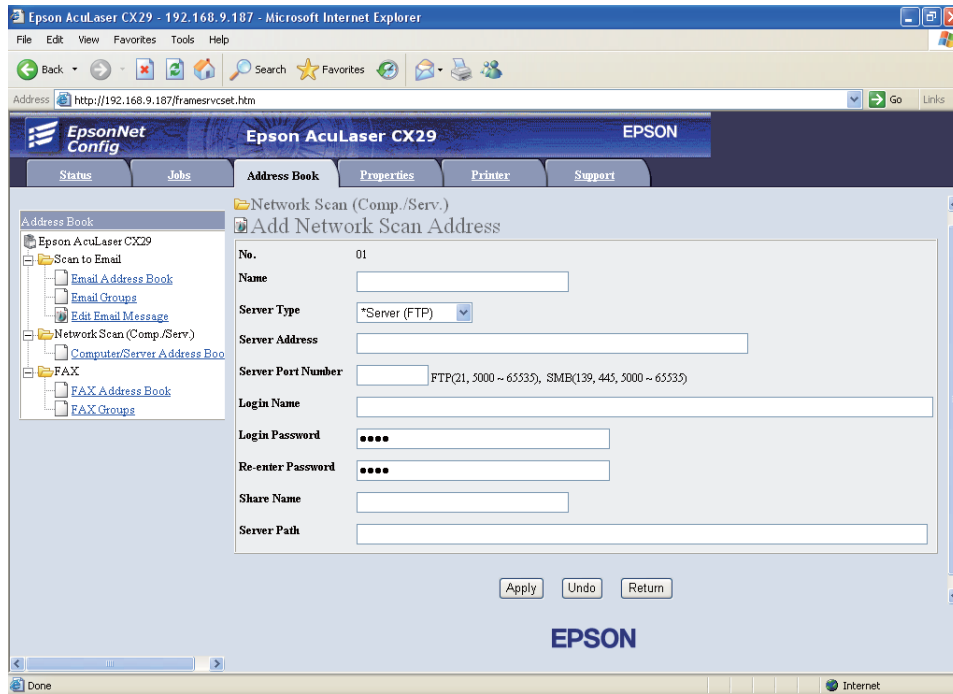
Note:

The default user name is "11111", and the default password is "x-admin".



4. Under **Network Scan (Comp./Serv.)**, click **Computer/Server Address Book**.

5. Select any unused number and click **Add**.

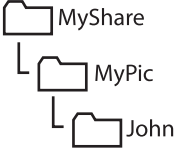


The **Add Network Scan Address** page appears.

| | |
|------------------------|---|
| No. | 01 |
| 1 — Name | <input type="text"/> |
| 2 — Server Type | *Server (FTP) <input type="button" value="v"/> |
| 3 — Server Address | <input type="text"/> |
| 4 — Server Port Number | <input type="text"/> FTP(21, 5000 ~ 65535), SMB(139, 445, 5000 ~ 65535) |
| 5 — Login Name | <input type="text"/> |
| 6 — Login Password | •••• <input type="text"/> |
| 7 — Re-enter Password | •••• <input type="text"/> |
| 8 — Share Name | <input type="text"/> |
| 9 — Server Path | <input type="text"/> |

To fill in the fields, enter the information as follows:

| | | |
|---|-------------|---|
| 1 | Name | Enter a friendly name that you want it to appear on the Computer/Server Address Book . |
|---|-------------|---|

| | | |
|---|---------------------------|--|
| 2 | Server Type | Select Computer (SMB) . |
| 3 | Server Address | Enter a server name or IP address of your computer that you have shared out. The following are examples: Server name: myhost IP address: 192.168.1.100 |
| 4 | Server Port Number | Enter the port number. If you are unsure, you can enter the default value of 139 for SMB. |
| 5 | Login Name | Enter the user account name that has access to the shared folder on your computer. |
| 6 | Login Password | Enter the password corresponding to the above login name. Note: Empty password is not valid in the Scan to Computer feature. Ensure that you have a valid password for the user login account. (See "Confirming a Login name and Password Using SMB" on page 159 for details on how to add a password in your user login account.) |
| 7 | Re-enter Password | Re-enter your password. |
| 8 | Share Name | On the Windows operating system, enter the share name of the folder to store the scanned document on the recipient computer. On the Mac OS, enter the folder name to store the scanned document on the recipient computer. |
| 9 | Server Path | To store the scanned document in the shared folder directly without creating any subfolder, leave the space blank. To store the scanned document in the folder you created under the shared folder, enter the path as following. Example: Share Folder name, MyShare , Second-level folder name: MyPic , Third-level folder name: John You should now see MyShare\MyPic\John in your directory.  In this case, enter the following item. Server Path: \MyPic\John |

After you configured settings, go to "Sending the Scanned File to the Network" on page 178.

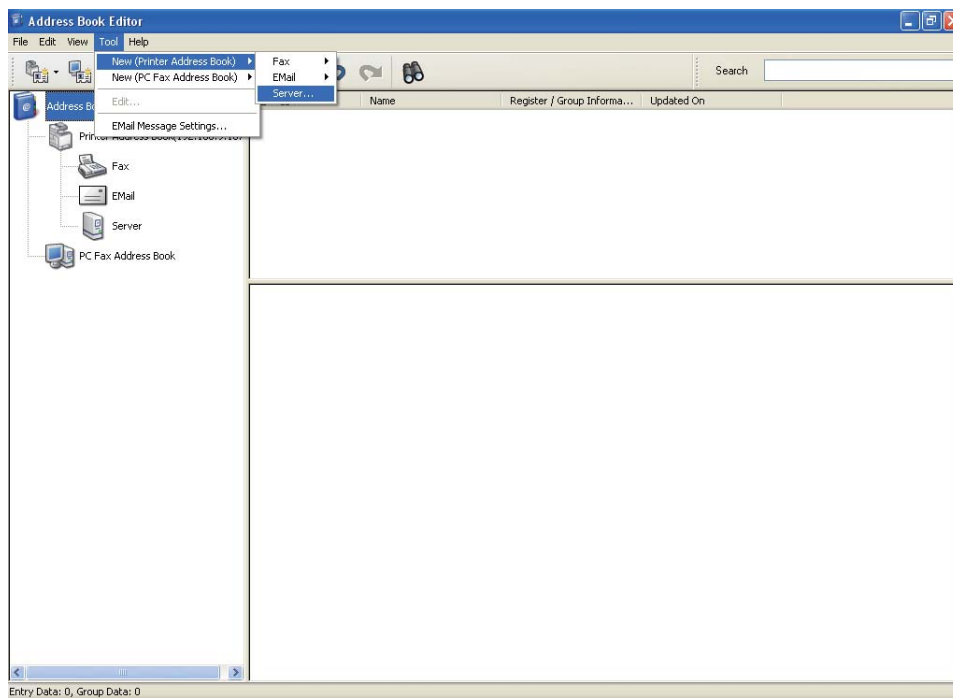
From the Address Book Editor

The following procedure uses Windows XP as an example.

1. Click **start** — **All Programs** — **EPSON** — **EPSON AL-CX29** — **Address Book Editor**.

The **Select Device** window appears.

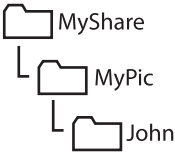
2. Select your printer from the list.
3. Click **OK**.
4. Click **Tool** — **New (Printer Address Book)** — **Server**.



The **Server Address** dialog box appears.

To fill in the fields, enter the information as follows:

| | | |
|---|---------------------------------|--|
| 1 | Name | Enter a friendly name that you want it to appear on the address book. |
| 2 | Server Type | Select Computer (SMB) . |
| 3 | Computer Settings wizard | Clicking this button opens the wizard screen which guides you through several steps. When you complete the steps in the wizard, the items 4 to 10 are entered automatically. For details, click the Help button. |
| 4 | Server Name / IP Address | Enter a server name or IP address of your computer that you have shared out. The following are examples: Server name: myhost IP address: 192.168.1.100 |
| 5 | Share Name | Enter the name of the shared folder on the recipient computer. |

| | | |
|----|-------------------------------|---|
| 6 | Path | <p>To store the scanned document in the shared folder directly without creating any subfolder, leave the space blank.</p> <p>To store the scanned document in the folder you created under the shared folder, enter the path as following.</p> <p>Example: Share Folder name, MyShare, Second-level folder name: MyPic, Third-level folder name: John</p> <p>You should now see MyShare\MyPic\John in your directory.</p> <div style="text-align: center;">  <pre> graph TD MS[MyShare] --- MP[MyPic] MP --- J[John] </pre> </div> <p>In this case, enter the following item.</p> <p>Path: \MyPic\John</p> |
| 7 | Login Name | Enter the user account name that has access to the shared folder on your computer. |
| 8 | Login Password | <p>Enter the password corresponding to the above login name.</p> <p>Note: Empty password is not valid in the Scan to Computer feature. Ensure that you have a valid password for the user login account. (See “Confirming a Login name and Password Using SMB” on page 159 for details on how to add a password in your user login account).</p> |
| 9 | Confirm Login Password | Re-enter your password. |
| 10 | Port Number | Enter the port number. If you are unsure, you can enter the default value of 139 for SMB. |

After you configured settings, go to “Sending the Scanned File to the Network” on page 178.

Sending the Scanned File to the Network

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

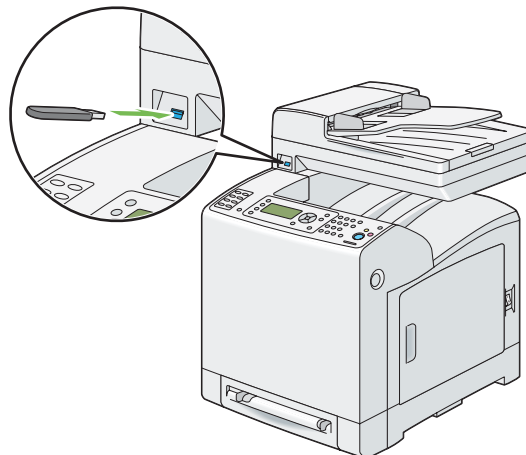
- ❑ “Making Copies From the ADF” on page 129

- ❑ “Making Copies From the Document Glass” on page 126
2. Press the **Scan** button.
 3. Select **Scan to Network**, and then press the **OK** button.
 4. Select **Scan to**, and then press the **OK** button.
 5. Select **Computer (Network)** or **Search Address Book**, and then press the **OK** button.
 - ❑ **Computer (Network)**: Stores the scanned image on the computer by using the SMB protocol.
 - ❑ **Search Address Book**: Select the server address registered in Address Book.
 6. Select the destination to store the scanned file in, and then press the **OK** button.
 7. Press the **Start** button to send the scanned files.

Scanning to a USB Storage Device

The Scan to USB Memory feature allows you to scan documents and save the scanned data to a USB storage device. To scan documents and save them, follow the steps below:

1. Insert the USB storage device into the front USB port on your printer.



2. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- ❑ “Making Copies From the ADF” on page 129
 - ❑ “Making Copies From the Document Glass” on page 126
3. Select **Scan to USBMemory**, and then press the **OK** button.
 4. Select **Save to**, and then press the **OK** button.
 5. If you want to save the scanned data to a folder on the USB storage device, select the desired folder to save the scanned data, and then press the **OK** button.
 6. Configure the scanning settings as necessary.
 7. Press the **Start** button.

Sending an E-Mail With the Scanned Image

To send an e-mail attached with the scanned image from your printer, follow the steps below:

Setup the E-mail address book through the **EpsonNet Config**. See “Setting an E-Mail Address Book” on page 180 for more details.

Setting an E-Mail Address Book

The following procedure uses Windows XP as an example.

1. Launch your web browser.
2. Enter the IP address of the printer in the address bar, and then press the **Enter** key.

The printer's web page appears.

Note:

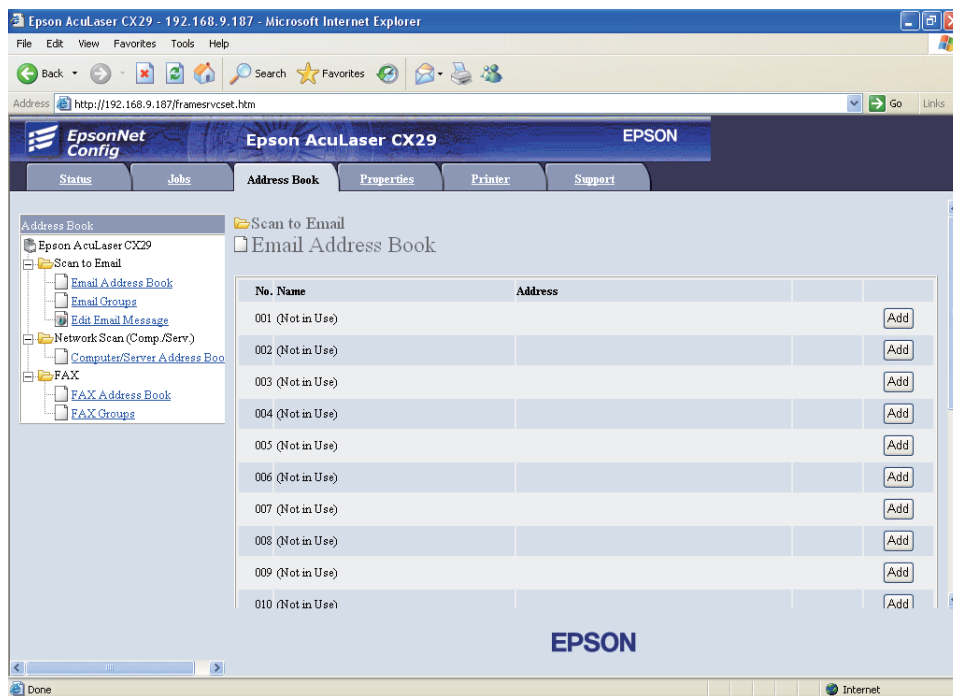
For details on how to check the IP address of the printer, see “Verifying the IP Settings” on page 64.

3. Click the **Address Book** tab.

If user name and password are required, enter the correct user name and password.

Note:

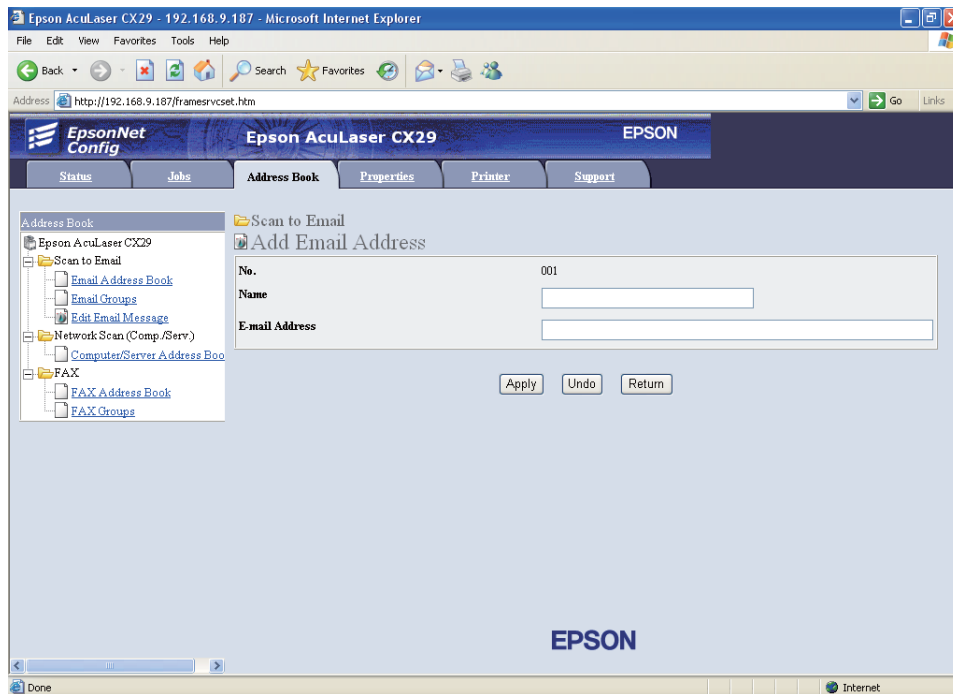
The default user name is "11111", and the default password is "x-admin".



4. Click **Email Address Book**.
5. Select any unused number and click **Add**.

The **Add Email Address** page appears.

6. Enter a name in the **Name** field and e-mail address in the **E-mail Address** field.



7. Click the **Apply** button.


Sending an E-mail With the Scanned File

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- ❑ *“Making Copies From the ADF” on page 129*
 - ❑ *“Making Copies From the Document Glass” on page 126*
2. Press the **Scan** button.
 3. Select Scan to E-Mail, and then press the  button.

4. Select **Email to**, and then press the **OK** button.
5. Select the setting listed below, and then press the **OK** button.
 - Keypad**: Enter the e-mail address directly and then press the **OK** button.
 - Address Book**: Select the e-mail address registered in the E-mail address book, and then press the **OK** button.
 - Email Group**: Select the e-mail group registered in the E-mail Groups, and then press the **OK** button.
 - Search Local Address Book**: Searches for an e-mail address from the local Address Book.
 - Search Server Address Book**: Searches for an e-mail address on the LDAP server. This item is displayed when **Server Address Book** in the **System Settings** menu is set to **On**.
6. Press the **Start** button to send e-mail.

Note:

*Users need to be registered in the E-mail address book before you can select **Address Book** on the operator panel.*

Adjusting Scanning Options

Adjusting the Default Scan Settings

For a complete list of all of the defaults settings, see “Defaults Settings” on page 273.

Setting the Scanned Image File Type

To specify the file type of the scanned image:

1. Press the **System** button.
2. Select **Defaults Settings**, and then press the **OK** button.
3. Select **Scan Defaults**, and then press the **OK** button.
4. Select **File Format**, and then press the **OK** button.

5. Select the type, and then press the **OK** button.

Available types:

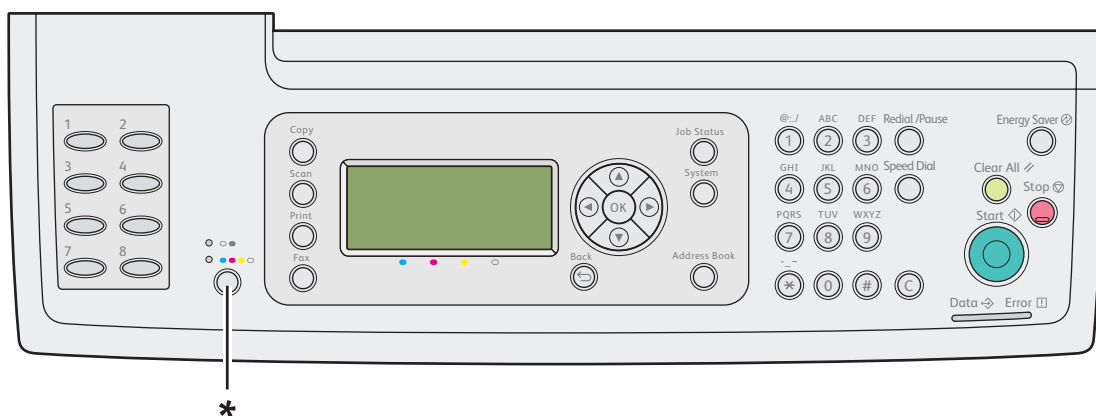
- PDF
- MultiPageTIFF
- TIFF
- JPEG

Setting the Color Mode

You can scan an image in color or in black and white. Selecting black and white significantly reduces the file size of the scanned images. An image scanned in color will have a larger file size than the same image scanned in black and white.

1. Press the **System** button.
2. Select **Defaults Settings**, and then press the **OK** button.
3. Select **Scan Defaults**, and then press the **OK** button.
4. Select **Color**, and then press the **OK** button.
5. Change the color setting to either **Black & White** or **Color**, and then press the **OK** button.

To change the color mode temporarily, press the **Color Mode** button on the operator panel.



* Color Mode button

Setting the Scan Resolution

You may want to change the scan resolution depending on the way you plan to use the scanned image. Scan resolution affects both the size and image quality of the scanned image file. The higher the scan resolution, the larger the file size.

To select the scan resolution:

1. Press the **System** button.
2. Select `Defaults Settings`, and then press the **OK** button.
3. Select `Scan Defaults`, and then press the **OK** button.
4. Select `Resolution`, and then press the **OK** button.
5. Select one of the following options, and then press the **OK** button:
 - `200 x 200 dpi`: Produces the lowest resolution and smallest file size. (factory default)
 - `300 x 300 dpi`: Produces medium resolution and a medium file size.
 - `400 x 400 dpi`: Produces high resolution and a large file size.
 - `600 x 600 dpi`: Produces the highest resolution and largest file size.

Setting the Document Size





To specify the size of the original:

1. Press the **System** button.
2. Select `Defaults Settings`, and then press the **OK** button.
3. Select `Scan Defaults`, and then press the **OK** button.
4. Select `Document Size`, and then press the **OK** button.
5. Select a specific paper size to determine the area to be scanned, and then press the **OK** button. The factory default setting is A4 – 210x297 mm.

Automatically Suppressing Background Variations

When scanning documents with a dark background such as newspapers, the printer automatically can detect the background and whiten it when outputting the image.





To turn on/off automatic suppression:

1. Press the **System** button.
2. Select `Defaults Settings`, and then press the  button.
3. Select `Scan Defaults`, and then press the  button.
4. Select `Auto Exposure`, and then press the  button.
5. Select either `On` or `Off`, and then press the  button.





The factory default setting is `On`.

Changing the Scan Settings for an Individual Job

To temporarily change a scan setting when emailing the scanned image:

1. Press the **Scan** button.
2. Select `Scan to E-Mail`, and then press the  button.
3. Press the  or  button to scroll through the menu of settings.
4. Change the selected setting, and then press the  button.
5. Press the **Start** button to begin the scan.

To temporarily change a scan setting when scanning to a computer:

1. Press the **Scan** button.
2. Select the scan destination, and then press the  button.
3. Press the  or  button to scroll through the menu of settings.
4. Change the selected setting, and then press the  button.

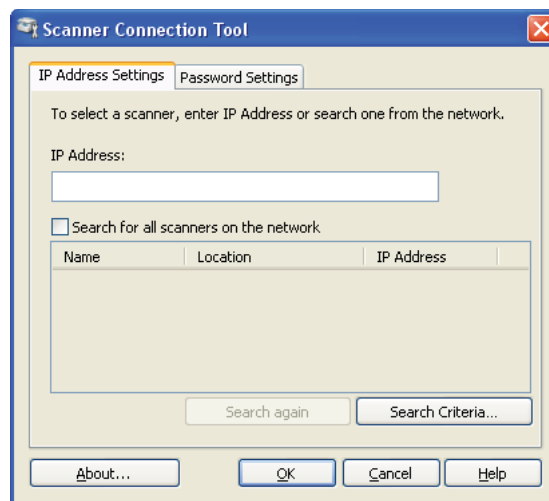
5. Press the **Start** button to begin the scan.

Scanner Connection Tool

You can check the IP address of the printer or set the password using the Scanner Connection Tool. The following procedure uses Windows XP as an example.

To open the **Scanner Connection Tool**:

Click **start** — **All Programs** — **EPSON** — **EPSON AL-CX29** — **Scanner Connection Tool**.



IP Address Settings

In the **IP Address Settings** tab, you can check the IP address that is set for your scanner or change the scanner selection.

IP Address

Enter the IP address.

Search for all scanners on the network (Windows only)

Searches scanners in your network.

Scanner List

Displays a list of scanners that are detected.

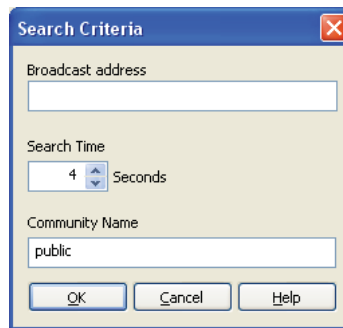
Search again

Searches the scanners in your network.

Search Criteria (Windows only)

Displays the **Search Criteria** dialog box for setting the search condition.

Search Criteria Dialog Box (Windows only)



Broadcast address

Enter the subnet address.

IPv4: Broadcast Address such as **192.168.1.255**

IPv6: Multicast Address such as **ff02::1**

Search Time

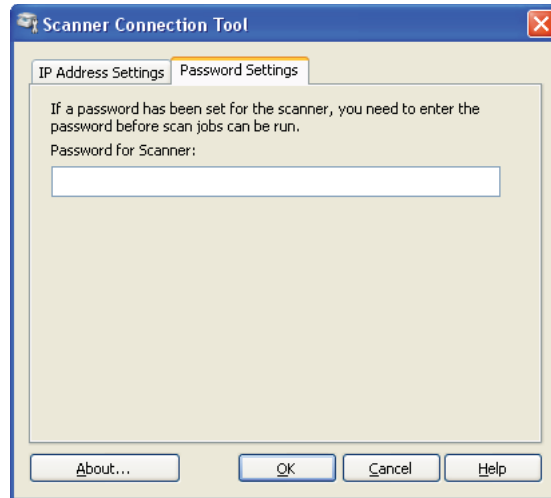
Specify a time period for searching a scanner.

Community Name

Enter the SNMPv1/v2 community name. The default community name is "public".

Password Settings

In the **Password Settings** tab, you can enter the password that is set for your scanner to access from your computer to the printer.



❑ Password for Scanner

Enter the password.

Chapter 8

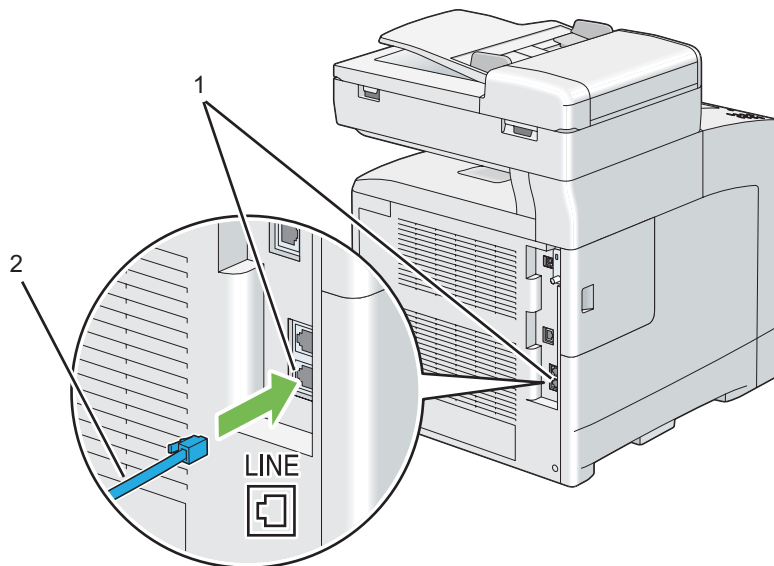
Faxing

Connecting the Telephone Line

Note:

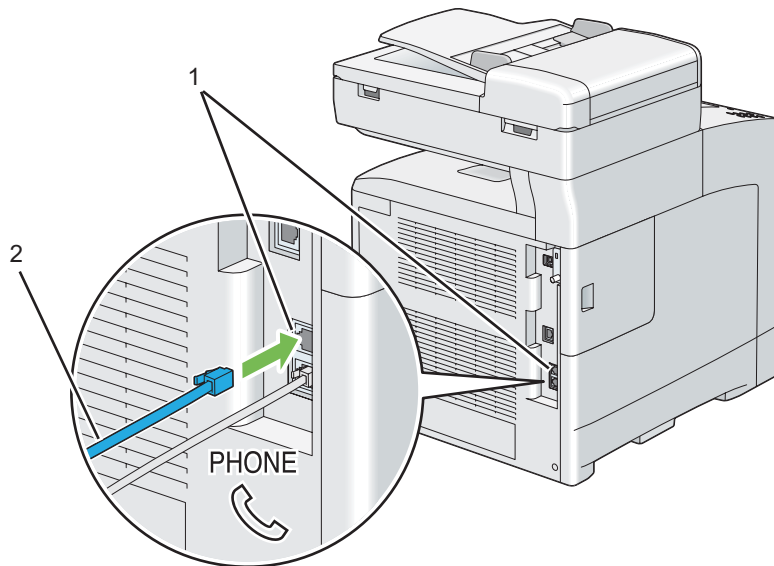
Do not connect your printer directly to a DSL (digital subscriber line). This may damage the printer. To use a DSL, you will need to use an appropriate DSL filter. Contact your service provider for the DSL filter.

1. Plug one end of a telephone line cord into the wall jack connector and the other end into an active wall jack.



| | |
|---|---------------------|
| 1 | Wall jack connector |
| 2 | To the wall jack |

- To connect a telephone and/or answering machine to your printer, plug the telephone or answering machine line cord into the phone connector (☎).



| | |
|---|---|
| 1 | Phone connector |
| 2 | To an external telephone or answering machine |

Configuring Fax Initial Settings

Note:

The above settings can be configured also using **Advance Tools** on **Easy Install Navi**.

Setting Your Region

You need to set the region where your printer is used for using the fax service on the printer.

- Press the **System** button.
- Select **Admin Menu**, and then press the **OK** button.
- Select **Fax Settings**, and then press the **OK** button.
- Select **Region**, and then press the **OK** button.

5. Select the region where the printer is used, and then press the **OK** button.
6. Select **Yes**, and then press the **OK** button.

The printer restarts automatically to apply the settings.

Note:

When you configure the region setting, the information registered to the device is initialized.

Setting the Printer ID

In most regions, you are required by law to indicate your fax number on any fax you send. The printer ID, containing your telephone number and name or company name, will be printed at the top of each page sent from your printer.

1. Press the **System** button.
2. Select **Admin Menu**, and then press the **OK** button.
3. Select **Fax Settings**, and then press the **OK** button.
4. Select **Your Fax Number**, and then press the **OK** button.
5. Enter your fax number using the numeric keypad.

Note:

*If you make a mistake while entering numbers, press the **C** (Clear) button to delete the last digit.*

6. Press the **OK** button when the number on the display is correct.
7. Select **Company Name**, and then press the **OK** button.
8. Enter your name or company name using the numeric keypad.

You can enter alphanumeric characters using the numeric keypad, including special symbols by pressing the 1, *, and # buttons simultaneously.

For details on how to use the numeric keypad to enter alphanumeric characters, see “Using the Numeric Keypad to Enter Characters” on page 302.

9. Press the **OK** button when the name on the display is correct.






10. To cancel the changed setting and return to the top level of the System menu, press the **Clear All** button.

Setting the Time and Date

Note:



It may be necessary to reset the correct time and date if loss of power to the printer occurs.

To set the time and date:

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select System Settings, and then press the  button.
4. Select Clock Settings, and then press the  button.
5. Select Set Date & Time, and then press the  button.
6. Select the desired time zone, and then press the  button.
7. Enter the correct date using the numeric keypad, or select the correct date using the ▲ or ▼ button.

Note:

If you make a mistake while entering numbers, press the ◀ button to re-enter the digit.

8. Press the  button when the date on the display is correct.
9. Enter the correct time using the numeric keypad, or select the correct time using the ▲ or ▼ button.
10. Press the  button when the time on the display is correct.
11. To cancel the changed setting and return to the top level of the System menu, press the **Clear All** button.

Changing the Clock Mode

You can set the current time using either the 12-hour or the 24-hour format.

1. Press the **System** button.
2. Select Admin Menu, and then press the **OK** button.
3. Select System Settings, and then press the **OK** button.
4. Select Clock Settings, and then press the **OK** button.
5. Select Time Format, and then press the **OK** button.
6. Select the desired format, and then press the **OK** button.
7. To return to the top level of the System menu, press the **Clear All** button.

Sending a Fax

You can fax data from your printer.

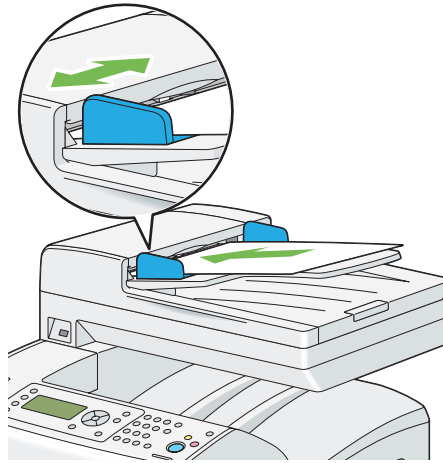
Loading an Original Document on the ADF

Using the automatic document feeder (ADF), you can load up to 35 sheets of 75 g/m² (20 lb) paper at a time.

Note:

To get the best scan quality, especially for gray scale images, use the document glass instead of the ADF.

1. Place the document(s) facing up on the ADF with the top edge of the documents in first. Then adjust the document guides to the correct document size.

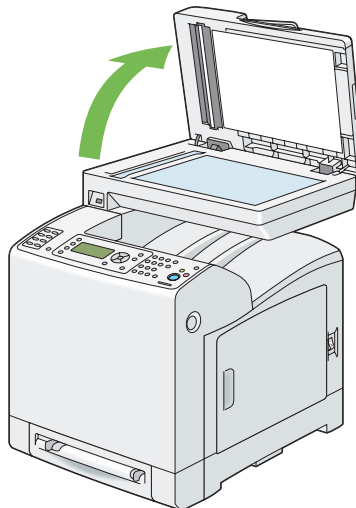


2. Adjust the document resolution. (For details, see “Resolution” on page 196.)

Loading an Original Document on the Document Glass

Using the document glass, you can load one sheet at a time.

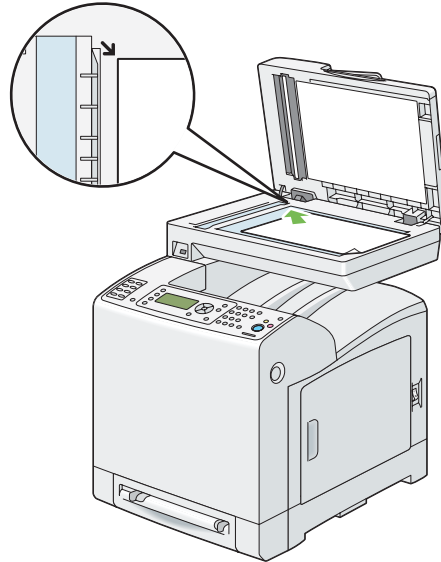
1. Lift and open the document cover.



2. Place the document face down on the document glass and align it with the registration guide on the top left corner of the document glass.

**Caution:**

Do not apply excessive force to hold thick document on the document glass. It may break the glass and cause injuries.




3. Close the document cover.


Note:

- Ensure that no document is in the ADF. If any document is detected in the ADF, it takes priority over the document on the document glass.*
 - If you are faxing a page from a book or magazine, lift the document cover until its hinges are caught by the stopper and then close the document cover. If the book or magazine is thicker than 30 mm, start faxing with the document cover open.*
4. Adjust the document resolution. (For details, see “Resolution” on page 196.)

Resolution

You can improve the quality of the fax document by adjusting the resolution, especially for the document in low-quality or containing the photographic image.

1. Press the **Fax** button.
2. Select Resolution, and then press the  button.

3. Select the desired setting, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.



| | |
|-------------------|---|
| Standard* | Suitable for documents with normal sized characters. |
| Fine | Suitable for documents containing small characters or thin lines or documents printed using a dot-matrix printer. |
| Super Fine | Suitable for documents containing extremely fine detail. The super fine mode is enabled only if the remote machine also supports the Super Fine resolution. See the note below. |
| Photo | Suitable for documents containing photographic images. |

Note:

Faxes scanned in the Super Fine mode transmit at the highest resolution supported by the receiving device.

Lighten/Darken

You can adjust the contrast of the fax document to be lighter or darker than the original.

1. Press the **Fax** button.
2. Select Lighten/Darken, and then press the  button.
3. Select the desired setting, and then press the  button.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

| | |
|-----------------|--|
| Lighter3 | Works well with dark print. |
| Lighter2 | |
| Lighter1 | |
| Normal* | Works well with standard typed or printed documents. |

| | |
|----------------|---|
| Darker1 | Works well with light print or faint pencil markings. |
| Darker2 | |
| Darker3 | |

Inserting a Pause

For some telephone systems, it is necessary to dial an access code and listen for a second dial tone. A pause must be entered in order for the access code to function. For example, enter the access code 9 and then press the **Redial/Pause** button before entering the telephone number. “-” appears on the LCD panel to indicate when a pause is entered.

Sending a Fax Automatically

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:



- “Loading an Original Document on the ADF” on page 194
- “Loading an Original Document on the Document Glass” on page 195

2. Press the **Fax** button.
3. Adjust the document resolution to suit your fax needs.

See Also:

- “Resolution” on page 196
- “Lighten/Darken” on page 197


4. To select a fax number, do one of the followings:


- Select **Fax to**, and then press the  button. Select **Phone Book**, and then press the  button.
- Press the **One Touch Dial** button, and go to step 6.

You need to register a speed dial number before you can use the **One Touch Dial** button. (For details, see “Storing a Number for Speed Dialing” on page 211.)

- Select **Fax to**, and then press the **Address Book** button. Select one of the followings:

| | |
|----------------------|--|
| All Entries | Displays a list of registered fax numbers. |
| Group Dial | Displays a list of registered group dial numbers. |
| Search Local | Searches for a fax number from the local Phone Book. |
| Search Server | Searches for a fax number on the LDAP server. This item is displayed when Server Phone Book in the System Settings menu is set to On . |

- Press the **Redial/Pause** button to redial, and go to step 6.
- Press the **Speed Dial** button. (For details, see “Sending a Fax Using a Speed Dial” on page 212.)
5. Select the desired recipient, and then press the ► button to select the recipients. Press the  button to confirm.
6. Press the **Start** button.

When the document is placed on the document glass, the display prompts you for another page. Select **Yes** to add more documents or **No** to begin sending the fax immediately, and then press the  button.

The printer starts dialing the number, and then sending the fax when the remote fax machine is ready.

Note:

*By pressing the **Stop** button, you can cancel the fax job at any time while sending the fax.*

Sending a Fax Manually

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Loading an Original Document on the ADF” on page 194
- “Loading an Original Document on the Document Glass” on page 195

2. Press the **Fax** button.
3. Adjust the document resolution to suit your fax needs.

See Also:

- “Resolution” on page 196
- “Lighten/Darken” on page 197

4. Select **OnHook**, and then press the **OK** button.
5. Select **On**, and then press the **OK** button.
6. Enter the remote fax machine's fax number using the numeric keypad.

Note:

- You can enter a fax number using the ten key, *, and #.
- Pressing the **Redial/Pause** button enables you to enter a pause in the fax number.
- Entering “=” in the fax number enables dial tone detection.
- Entering “:” enables you to switch dialing type from dial pulse (DP) to push button (PB).

7. If the document is loaded in the ADF, press the **Start** button.

If the document is not loaded in the ADF, press the **Start** button, press the ▲ or ▼ button until the desired setting appears, and then press the **OK** button.

Note:

By pressing the **Stop** button, you can cancel the fax job at any time while sending the fax.

Confirming Transmissions

When the last page of your document has been sent successfully, the printer beeps and returns to the standby mode.

If something goes wrong while sending your fax, an error message appears on the LCD panel.

If you receive an error message, press the  button to clear the message and try to send the document again.

You can set your printer to print a confirmation report automatically after each fax transmission.

See Also:

“Printing a Report Page” on page 225

Automatic Redialing

If the number you have dialed is busy or there is no answer when you send a fax, the printer will automatically redial the number every minute based on the number set in the redial settings.

To change the time interval between redials and the number of redial attempts, see “Available Fax Settings Options” on page 220.

Note:

The printer will not automatically redial a number that was busy when the number was manually entered.

Sending a Delayed Fax

The Delayed Start mode can be used to save scanned documents for transmission at a specified time to take advantage of lower long distance rates.

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Loading an Original Document on the ADF” on page 194*
- “Loading an Original Document on the Document Glass” on page 195*

2. Press the **Fax** button.

3. Adjust the document resolution to suit your fax needs.

See Also:

- ❑ “Resolution” on page 196
- ❑ “Lighten/Darken” on page 197

4. Select **Delayed Start**, and then press the **OK** button.
5. Select **On**, and then press the **OK** button.
6. Enter the start time using the numeric keypad or select the start time using the **▲** or **▼** button, and then press the **OK** button.
7. Select **Fax to**, and then press the **OK** button.
8. Select **Keypad**, and then press the **OK** button.
9. Enter the number of the remote machine using the numeric keypad, and then press the **OK** button.

You can also use speed or group dial numbers.

See Also:

“Automatic Dialing” on page 211

10. Press the **Start** button to scan data.

Once Delayed Start mode is activated, your printer stores all of the documents to be faxed into its memory and sends them at the specified time. After faxing in the Delayed Start mode is complete, the data in the memory is cleared.

Note:

If you turn off and on the printer, the stored documents are sent as soon as the printer is activated.

Sending a Fax from the Driver (Direct Fax)

You can send a fax directly from the computer running a Microsoft® Windows® operating system or Mac OS® X by using the driver.

Note:

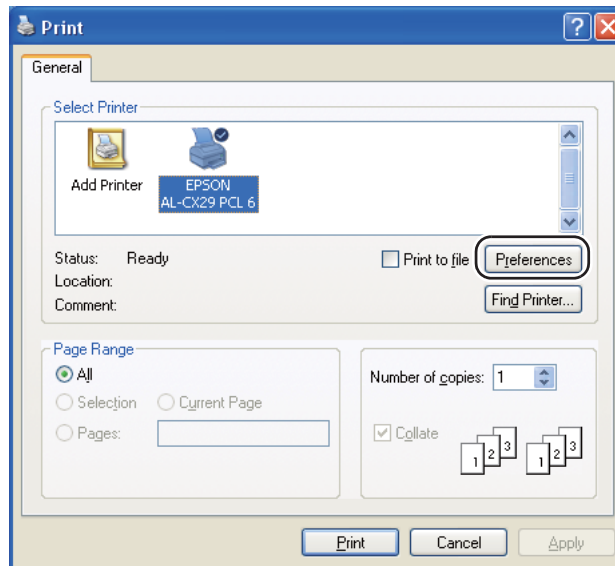
Only black and white faxes can be sent using Direct Fax.

For Windows

Note:

- ❑ The names of the dialog boxes and the buttons may be different from those given in the following procedure depending on the application you are using.
- ❑ To use this feature, you must install the fax driver. (For details, see “Inserting the Software Disc” on page 67.)

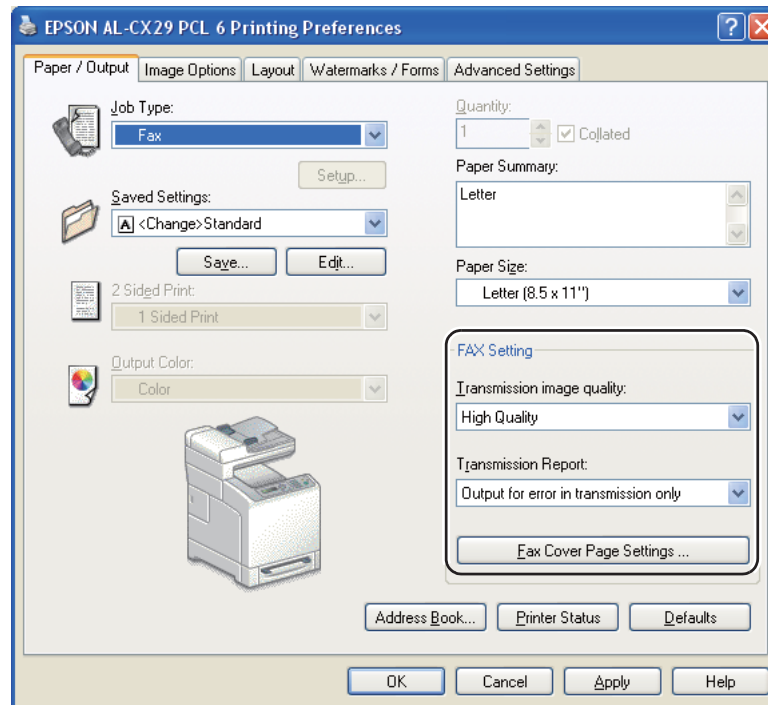
1. Open the file you want to send by fax.
2. Open the print dialog box from the application, and then select **EPSON AL-CX29 PCL 6**.
3. Click **Preferences**.



4. Specify the fax settings. For more information, click **Help** of the driver.

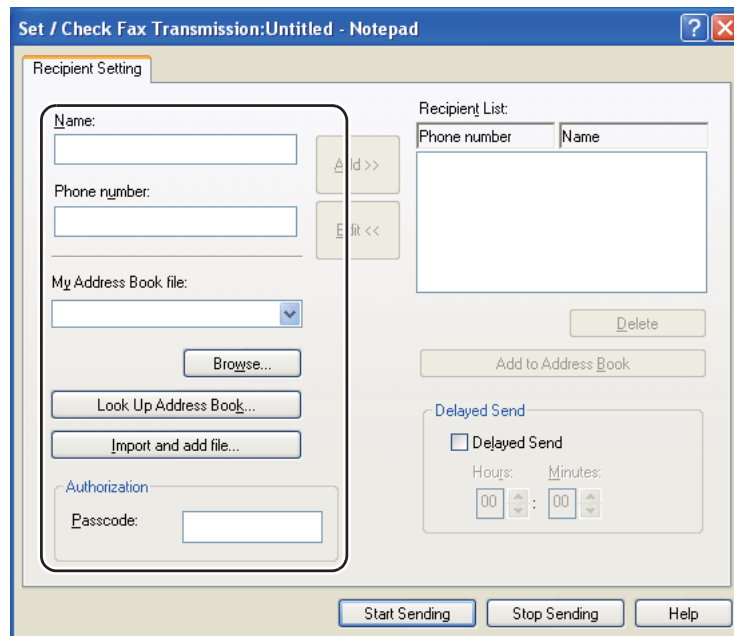
Note:

The settings done here are only applied to a single fax job.



5. Click **OK** to close the **Printing Preferences** dialog box.
6. Click **Print**.

The **Set / Check Fax Transmission** dialog box appears.



7. Specify the destination for the recipient in one of the following ways. For details on how to specify the destination, see the Help of the driver.
 - a Enter the name and fax number directly.
 - b Select a fax number from a phone book.
- Look Up Address Book:** Displays a list of fax numbers that are saved in the file specified for **My Address Book file**.
 - Import and add file:** Allows you to select a source file such as a CSV file, WAB file, MAPI, or a LDAP server. (For details on LDAP server, see “Server Phone Book” on page 263.)

Note:

Enter the password in **Passcode** in the **Authorization** area before sending a fax if the Fax service is locked with a password.

For Mac OS X

Note:

❑ The names of the dialog boxes and the buttons may be different from those given in the following procedure depending on the application you are using.

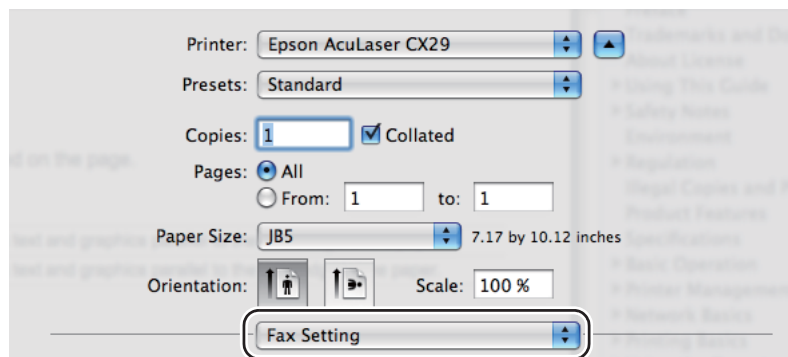
❑ To use this feature, you must install the fax driver.

1. Open the file you want to send by fax.
2. Open the print dialog box from the application, and then select **EPSON AcuLaser CX29**.

Note:

Select the printer name that you specified when adding the printer.

3. Select **Fax Setting**.



4. Specify the fax settings.

Note:

The settings done here are only applied to a single fax job.

5. Click **Print**.

The **Set / Check Fax Transmission** dialog box appears.

The dialog box is titled "Set / Check Fax Transmission". It features the following elements:

- Name:** A text input field.
- Phone Number:** A text input field.
- My Address Book file:** A dropdown menu with a "Look Up Address Book..." button below it.
- Authorization:** A section containing a "Password" text input field.
- Recipient List:** A table with columns for "Name" and "Phone Number".
- Buttons:** "Add >>", "Edit <<", "Delete", "Add to Address Book", "Stop Sending", and "Start Sending".
- Delayed Send:** A checkbox labeled "Delayed Send" and a "Time" field set to "15:00".

6. Specify the destination for the recipient in one of the following ways. For details on how to enter the destination, see the Help file for the driver.
 - a Enter the name and fax number directly.
 - b Select a fax number from a phone book.
- Look Up Address Book:** Displays a list of fax numbers that are saved in the file specified for **My Address Book file**.

Note:

Enter the password in **Password** in the **Authorization** area before sending a fax if the Fax service is locked with a password.

Receiving a Fax

About Receiving Modes

Note:

To use the TEL/FAX Mode or Ans/FAX Mode, connect an external telephone or answering machine to the phone connector (☎) on the rear of your printer.

When the memory is full, you cannot receive a fax automatically. Use an external telephone to receive a fax manually.

See Also:

“Receiving a Fax Manually Using an External Telephone” on page 209

Loading Paper for Receiving Faxes

The instructions for loading paper in the paper tray are the same whether you are printing, faxing, or copying, except that faxes can only be printed on Letter-sized, A4-sized, or Legal-sized paper.

See Also:

- ☐ “Loading Print Media” on page 91
- ☐ “Setting Paper Sizes and Types” on page 100

Receiving a Fax Automatically in the FAX Mode

Your printer is preset to the FAX Mode at the factory.

If you receive a fax, the printer automatically goes into the FAX Mode after a specified period of time and receives the fax.


To change the interval at which the printer goes into the FAX Mode after receiving an incoming call, see “Available Fax Settings Options” on page 220.

Receiving a Fax Manually in the TEL Mode

You can receive a fax by picking up the handset of the external telephone and then pressing the remote receive code (see “Available Fax Settings Options” on page 220), or by setting **OnHook** to **On** (you can hear voice or fax tones from the remote machine) and then pressing the **Start** button.

The printer begins receiving a fax and returns to the standby mode when the reception is completed.

Receiving a Fax Automatically in the TEL/FAX Mode or Ans/FAX Mode


To use the TEL/FAX Mode or Ans/FAX Mode, you must connect an external telephone to the phone connector () on the rear of your printer.

If the caller leaves a message, the answering machine stores the message as it would normally. If your printer hears a fax tone on the line, it automatically starts to receive a fax.

Note:

If you have set your printer to Ans/FAX Mode and your answering machine is turned off, or no answering machine is connected to your printer, your printer will automatically go into the FAX Mode after a predefined time.

Receiving a Fax Manually Using an External Telephone

This feature works best when you are using an external telephone connected to the phone connector () on the rear of your printer. You can receive a fax from someone you are talking to on the external telephone without having to go to the printer.

When you receive a call on the external telephone and hear fax tones, press the two-digit keys on the external telephone, or set **OnHook** to **On** and then press the **Start** button.

The printer receives the document.

Press the buttons slowly in sequence. If you still hear the fax tone from the remote machine, try pressing the two-digit keys once again.

The remote receive code is set to **Off** at the factory. You can change the two-digit number to whatever you choose. For details on changing the code, see “Available Fax Settings Options” on page 220.

Note:

Set the dialing system of your external telephone to DTMF.

Receiving Faxes Using the DRPD Mode

The Distinctive Ring Pattern Detection (DRPD) is a telephone company service which enables a user to use a single telephone line to answer several different telephone numbers. The particular number someone uses to call you on is identified by different ringing patterns, which consist of various combinations of long and short ringing sounds.

Before using the DRPD option, Distinctive Ring service must be installed on your telephone line by the telephone company. To set up DRPD, you will need another telephone line at your location, or someone available to dial your fax number from outside.

To set up the DRPD:

1. Press the **System** button.
2. Select Admin Menu, and then press the **OK** button.
3. Select Fax Settings, and then press the **OK** button.
4. Select DRPD Pattern, and then press the **OK** button.
5. Select the desired pattern, and then press the **OK** button.
6. Reboot the printer by turning the power switch off and then on again.

To receive faxes in the DRPD, you need to set the menu to DRPD. For details, see “Available Fax Settings Options” on page 220.

Receiving Faxes in the Memory

Since your printer is a multi-tasking device, it can receive faxes while you are making copies or printing. If you receive a fax while you are copying, printing, or run out of paper or toner, your printer stores incoming faxes in the memory. Then, as soon as you finish copying, printing, or re-supply the toner cartridges, the printer automatically prints the fax.

Polling Receive

You can receive faxes from the remote fax machine when you want to receive it.

1. Press the **Fax** button.

2. Select **Polling Receive**, and then press the **OK** button.
3. Select **On**, and then press the **OK** button.
4. Enter the number of the remote machine using the numeric keypad, and then press the **OK** button.

Note:

For information on how to enter the fax number of the remote machine, see “Sending a Fax Automatically” on page 198 or “Sending a Fax Manually” on page 199.

5. Press the **Start** button.

Automatic Dialing

Speed Dialing

You can store up to 200 frequently dialed numbers in speed dial locations (001–200).

When the speed dial job specified in the delayed fax or redial exists, you cannot change the speed dial number from the operator panel or EpsonNet Config.

Storing a Number for Speed Dialing

1. Press the **Address Book** button.
2. Select **Phone Book**, and then press the **OK** button.
3. Select **Speed Dial**, and then press the **OK** button.
4. Select the desired speed dial number between 001 and 200, and then press the **OK** button.
5. Select **Name**, and then press the **OK** button.
6. Enter the name, and then press the **OK** button.
7. Select **Fax Number**, and then press the **OK** button.
8. Enter the number you want to store using the numeric keypad, and then press the **OK** button.

To insert a pause between numbers, press the **Redial/Pause** button. “-” appears on the LCD panel.

9. Select **Apply Settings**, and then press the **OK** button.
10. Select **Yes**, and then press the **OK** button.

To store more fax numbers, repeat steps 4 to 10.

To cancel the changed setting and return to the top level of the Address Book menu, press the **Clear All** button.

Sending a Fax Using a Speed Dial

1. Load the document(s) face up with top edge in first into the ADF.

OR

Place a single document face down on the document glass, and close the document cover.

See Also:

- “Loading an Original Document on the ADF” on page 194*
 - “Loading an Original Document on the Document Glass” on page 195*
2. To enter the speed dial number, do one of the followings after pressing the **Fax** button:
 - Select **Fax to**, and then press the **OK** button. Select **Speed Dial**, and then press the **OK** button.
 - Press the **Speed Dial** button.
 3. Enter the speed dial number between 001 and 200 using the numeric keypad, and then press the **OK** button.

The corresponding entry's name briefly displays on the LCD panel. To confirm the name again, press the **OK** button.
 4. Adjust the document resolution to suit your fax needs.

See Also:

- “Resolution” on page 196*

❑ “*Lighten/Darken*” on page 197

5. Press the **Start** button.

The document scans into the memory.

When the document is placed on the document glass, the display prompts you for another page. Select **Yes** to add more documents or **No** to begin sending the fax immediately, and then press the **OK** button.

The fax number stored in the speed dial location is automatically dialed. The document is sent when the remote fax machine answers.

Note:

Using the asterisk () in the first digit, you can send a document to multiple locations. For example, if you enter 00*, you can send a document to the locations registered between 001 and 009.*

Group Dialing

If you frequently send the same document to several destinations, you can create a group of these destinations and set them under a one-digit group dial location. This enables you to use a group dial number setting to send the same document to all the destinations in the group.

Note:

You cannot include one group dial number within another group dial number.

Setting Group Dial

1. Press the **Address Book** button.
2. Select **Phone Book**, and then press the **OK** button.
3. Select **Group Dial**, and then press the **OK** button.
4. Select the desired group dial number between 01 and 06, and then press the **OK** button.
5. Select **Name**, and then press the **OK** button.
6. Enter the name, and then press the **OK** button.

7. Select **Speed Dial No**, and then press the **OK** button.
8. Select the desired number, select the speed dial numbers, and then press the **OK** button to confirm.
9. Select **Apply Settings**, and then press the **OK** button.
10. Select **Yes**, and then press the **OK** button.





To store more group dial numbers, repeat steps 4 to 10.

To cancel the changed setting and return to the top level of the Address Book menu, press the **Clear All** button.

Editing Group Dial

You can delete a specific speed dial number from a selected group or add a new number to the selected group.

1. Press the **Address Book** button.
2. Select **Phone Book**, and then press the **OK** button.
3. Select **Group Dial**, and then press the **OK** button.
4. Select the group dial number that you want to edit, and then press the **OK** button.
5. To change the group dial name:
 - a. Select **Name**, and then press the **OK** button.
 - b. Enter a new name, and then press the **OK** button.
 - c. Select **Apply Settings**, and then press the **OK** button.
 - d. Select **Yes**, and then press the **OK** button.
6. To change the speed dial number:
 - a. Select **Speed Dial No**, and then press the **OK** button.

- b Select the speed dial number that you want to edit, and then select or deselect the speed dial number. Press the  button.
 - c Select **APPLY Settings**, and then press the  button.
 - d Select **Yes**, and then press the  button.
7. To delete the group dial:
 - a Press the **C (Clear)** button.
 - b Select **Yes**, and then press the  button.

Note:

When you delete the last speed dial in a group, the group itself is not deleted.

8. If you want to edit another group dial number, repeat steps 4 to 7.

To cancel the changed setting and return to the top level of the Address Book menu, press the **Clear All** button.

Sending a Fax Using Group Dialing (Multi-address Transmission)

You can use group dialing for broadcasting or delayed transmissions.

Follow the procedure of the desired operation (For delayed transmission, see “Sending a Delayed Fax” on page 201).

You can use one or more group numbers in one operation. Then continue the procedure to complete the desired operation.

Your printer automatically scans the document loaded in the ADF or on the document glass into the memory. The printer dials each of the numbers included in the group.

Printing a Fax Address Book List

You can check your automatic dial setting by printing a Fax Address Book list.

1. Press the **System** button.

2. Select **Report/List**, and then press the **OK** button.
3. Select **Fax Address Book**, and then press the **OK** button.

A list of your Fax Address Book entries is printed.

Other Ways to Fax

Using the Secure Receiving Mode

You may need to prevent your received faxes from being accessed by unauthorized people. You can turn on the secure fax mode using the **Secure Receive** option to restrict printing out all of the received faxes when the printer is unattended. In the secure receiving mode, all incoming faxes will go in memory. When the mode turns off, any faxes stored will be printed.

Note:

*Before operation, ensure **Panel Lock** is enabled.*

To turn the secure receiving mode on:

1. Press the **System** button.
2. Select **Admin Menu**, and then press the **OK** button.
3. Select **Secure Settings**, and then press the **OK** button.
4. Select **Secure Receive**, and then press the **OK** button.
5. Select **SecureReceiveSet**, and then press the **OK** button.
6. Select **Enable**, and then press the **OK** button.
7. Select **Change Password**, and then press the **OK** button.
8. Enter a four-digit password using the numeric keypad, and then press the **OK** button.
9. To return to the top level of the System menu, press the **Clear All** button.

When a fax is received in the secure receiving mode, your printer stores it into memory and the **Active Jobs** screen displays **Secure Receive** to let you know that there is a fax stored.

To print received documents:

1. Press the **Print** button.
2. Select `Secure Receive`, and then press the **OK** button.
3. Enter the password, and then press the **OK** button.

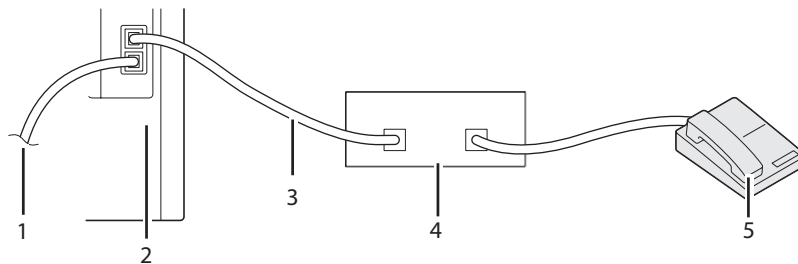
The faxes stored in memory are printed.

To turn the secure receiving mode off:

1. Access the `SecureReceiveSet` menu by following steps from 1 to 5 in “To turn the secure receiving mode on:”.
2. Select `Disable`, and then press the **OK** button.

To cancel the changed setting and return to the top level of the System menu, press the **Clear All** button.

Using an Answering Machine



| | |
|---|----------------------------|
| 1 | To the wall jack |
| 2 | Printer |
| 3 | Line |
| 4 | Telephone Answering Device |
| 5 | Phone |

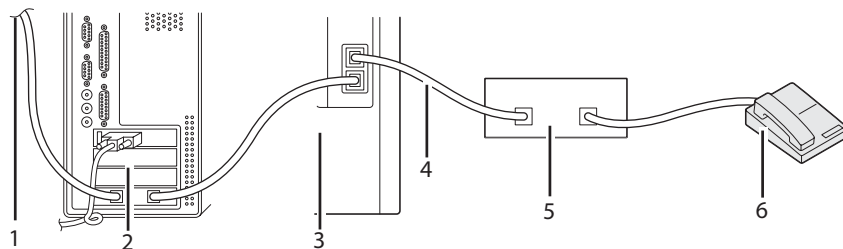
You can connect a telephone answering device (TAD) directly to the rear of your printer as shown above.

- ❑ Set your printer to the **Ans./FAX Mode** and set **Auto Ans. Ans./FAX** to specify the time for the TAD.
- ❑ When the TAD picks up the call, the printer monitors and takes the line if fax tones are received and then starts receiving the fax.
- ❑ If the answering device is off, the printer automatically goes into the **FAX Mode** after the ring tone sounds for a predefined time.
- ❑ If you answer the call and hear fax tones, the printer will answer the fax call if you
 - Set **OnHook** to **On** (you can hear voice or fax tones from the remote machine), and then press the **Start** button and hang up the receiver.

OR

- Press the two-digit remote receive code and hang up the receiver.

Using a Computer Modem



| | |
|---|----------------------------|
| 1 | To the internet |
| 2 | Computer |
| 3 | Printer |
| 4 | Line |
| 5 | Telephone Answering Device |
| 6 | Phone |

If you want to use your computer modem for faxing or for a dial-up internet connection, connect the computer modem directly to the rear of your printer with the TAD as shown above.

- Set your printer to the **Ans./FAX Mode** and set **Auto Ans. Ans./FAX** to specify the time for the TAD.
- Turn off the computer modem's **Fax Receive** feature.
- Do not use the computer modem if your printer is sending or receiving a fax.
- Follow the instructions provided with your computer modem and fax application to fax via the computer modem.

Setting Sounds

Speaker Volume

1. Press the **System** button.
2. Select **Admin Menu**, and then press the **OK** button.
3. Select **Fax Settings**, and then press the **OK** button.
4. Select **Line Monitor**, and then press the **OK** button.
5. Select the desired volume, and then press the **OK** button.
6. Reboot the printer by turning the power switch off and then on.

Ringer Volume

1. Press the **System** button.
2. Select **Admin Menu**, and then press the **OK** button.
3. Select **Fax Settings**, and then press the **OK** button.
4. Select **Ring Tone Volume**, and then press the **OK** button.

5. Select the desired volume, and then press the **OK** button.
6. Reboot the printer by turning the power switch off and then on.

Specifying the Fax Settings

Changing the Fax Settings Options

1. Press the **System** button.
2. Select Admin Menu, and then press the **OK** button.
3. Select Fax Settings, and then press the **OK** button.
4. Select the desired menu item, and then press the **OK** button.
5. Select the desired setting or enter the value using the numeric keypad.
6. Press the **OK** button to save the selection.
7. Ensure that the message `This Setting Becomes Effective after Restart` appears, and then press any button.
8. If necessary, repeat steps 4 and 5.
9. To cancel the changed setting and return to the top level of the System menu, press the **Clear All** button.

Available Fax Settings Options

You can use the following settings options for configuring the fax system:

| Option | | Description |
|--------------------------|---------------------|--|
| Ans Select | TEL Mode | Automatic fax reception is turned off. You can receive a fax by picking up the handset of the external telephone and then pressing the remote receive code, or by setting OnHook to On (you can hear voice or fax tones from the remote machine) and then pressing the Start button. |
| | FAX Mode* | Automatically receives faxes. |
| | TEL/FAX Mode | When the printer receives an incoming fax, the external telephone rings for the time specified in Auto Ans. TEL/FAX , and then the printer automatically receives a fax. If an incoming call is not a fax, the printer beeps from the internal speaker indicating that the call is a telephone call. |
| | Ans/FAX Mode | The printer can share a telephone line with an answering machine. In this mode, the printer will monitor the fax signal and pick up the line if there are fax tones. |
| | DRPD Mode | Before using the Distinctive Ring Pattern Detection (DRPD) option, distinctive ring service must be installed on your telephone line by the telephone company. After the telephone company has provided a separate number for faxing with a distinctive ring pattern, configure the fax setup to monitor for that specific ring pattern. |
| Auto Answer Fax | | Sets the interval at which the printer goes into the fax receive mode after receiving an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 0 second. |
| Auto Ans. TEL/FAX | | Sets the interval at which the printer goes into the fax receive mode after the external telephone receives an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 6 seconds. |
| Auto Ans. Ans/FAX | | Sets the interval at which the printer goes into the fax receive mode after the external answering machine receives an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 21 seconds. |
| Line Monitor | | Sets the volume of the line monitor, which audibly monitors a transmission through the internal speaker until a connection is made. |
| Ring Tone Volume | | Sets the volume of the ring tone, which indicates that an incoming call is a telephone call through the internal speaker when Ans Select is set to TEL/FAX Mode . |
| Line Type | | You can select the default line type. <input type="checkbox"/> PSTN <input type="checkbox"/> PBX |

| Option | Description |
|-------------------------|---|
| Dialing Type | <p>You can select the dialing type.</p> <ul style="list-style-type: none"> <input type="checkbox"/> PB <input type="checkbox"/> DP (10PPS) <input type="checkbox"/> DP (20PPS) |
| Interval Timer | <p>You can specify the interval between transmission attempts within the range of 3 to 255 seconds. The default is 8 seconds.</p> |
| Number of Redial | <p>You can specify the number of redial attempts to make when the destination fax number is busy, within the range of 0 to 9. If you enter 0, the printer will not redial.</p> |
| Redial Interval | <p>Your printer can automatically redial a remote fax machine if it was busy. Intervals from 1–15 minutes can be entered.</p> |
| Junk Fax Filter | <p>You can reject faxes sent from unwanted stations. The system only accepts faxes from the remote stations registered in the speed dial. This feature is useful for blocking any unwanted faxes.</p> <p>Select <code>Off</code> to turn the feature off. Anybody can send you a fax.</p> <p>Select <code>On</code> to turn the feature on.</p> |
| Remote Receive | <p>You can receive a fax by pressing the remote receive code on the external telephone after picking up the handset of the telephone.</p> |
| Remote Rcv Tone | <p>You can specify the tone when <code>Remote Receive</code> is set to <code>On</code>.</p> |
| Send Header | <p>Prints the sender's information on the header of faxes.</p> <p>Select <code>Off</code> to turn this feature off.</p> <p>Select <code>On</code> to turn this feature on.</p> <p>For information on the region setting, see "Setting Your Region" on page 191.</p> |
| Company Name | <p>Specifies the sender's name to be printed on the header of faxes.</p> |
| Your Fax Number | <p>Specifies the fax number of the printer, which will be printed on the header of faxes. This feature is available when you set <code>Send Header</code> to <code>On</code>. The number specified in <code>Fax Number</code> is used in the printer ID.</p> |
| Fax Cover Page | <p>You can set whether to attach a cover page to faxes when sending faxes.</p> |
| DRPD Pattern | <p>Before using the Distinctive Ring Pattern Detection (DRPD) option, distinctive ring service must be installed on your telephone line by the telephone company. After the telephone company has provided a separate number for faxing with a distinctive ring pattern, configure the fax setup to monitor for that specific ring pattern.</p> |









| Option | Description |
|--------------------------|--|
| 2-Sided Print | <p>You can set whether to make duplex print when you print faxes.</p> <p>Select Off to print faxes on one side of a sheet of paper.</p> <p>Select On to print faxes on both sides of a sheet of paper.</p> |
| Sent Fax Fwd | <p>You can set your printer to forward incoming faxes to another fax number. When a fax arrives at your printer, it is stored in the memory. Then, the printer dials the fax number that you have specified and sends the fax.</p> <p>Select Off not to forward incoming faxes.</p> <p>Select Forward to forward incoming faxes without printing. If an error occurs during forwarding a received fax, the printer prints the fax.</p> <p>Select Print & Forward to forward and print incoming faxes.</p> |
| Fwd. Settings Num | <p>You enter the fax number of the destination to which incoming faxes will be forwarded.</p> |
| Prefix Dial | <p>You can specify whether or not to set a prefix dial number.</p> |
| Prefix Dial Num | <p>You can set a prefix dial number of up to five digits. This number dials before any auto dial number is started. It is useful for accessing the Private Automatic Branch Exchange (PBX).</p> |
| Discard Size | <p>When receiving a document as long as or longer than the paper installed in your printer, you can set the printer to discard any excess at the bottom of the page. If the received page is outside the margin you set, it will print on two sheets of paper at the actual size. When the document is within the margin and Discard Size is set to Auto Reduction, the printer reduces the document to fit it onto the appropriate sized paper and discard does not occur. If Discard Size is set to other than Auto Reduction, the data within the margin will be discarded.</p> |
| ECM | <p>You can set whether to enable or disable the ECM (Error Correction Mode).</p> |
| Extel Hook Thresh | <p>You can select the external telephone hook detection threshold for the condition in which a telephone line is not being used.</p> |
| Modem Speed | <p>You can set the modem speed.</p> |
| Region | <p>You can select the region where the printer is used.</p> <p>You can change this setting when:</p> <ul style="list-style-type: none"> <input type="checkbox"/> No jobs in operation <input type="checkbox"/> No fax jobs waiting in the memory |
| Fax Activity | <p>You can set whether to automatically print a fax activity report after every 50 incoming and outgoing fax communications.</p> |

| Option | Description |
|----------------------|---|
| Fax Transmit | You can set whether to print a transmission result after a fax transmission. |
| Fax Broadcast | You can set whether to print a transmission result after a fax broadcast to multiple locations. |
| Fax Protocol | You can set whether to print the protocol monitor report after a fax transmission to monitor fax protocol problems. |


Prefix Dial

Note:

Prefix Dial supports only the environment where you send a fax to the external line number. To use Prefix Dial, you must do the following from the operator panel.

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Fax Settings, and then press the  button.
4. Select Line Type, and then press the  button.
5. Select PBX, and then press the  button.
6. Select Prefix Dial, and then press the  button.
7. Select On, and then press the  button.
8. Select Prefix Dial Num, and then press the  button.
9. Enter an up-to-five-digit prefix number from 0–9, *, and #, and then press the  button.
10. Reboot the printer by turning the power switch off and then on.

Changing Setting Options

1. Press the **System** button.
2. Select Defaults Settings, and then press the  button.

3. Select **Fax Defaults**, and then press the **OK** button.
4. Select the desired menu item, and then press the **OK** button.
5. Select the desired setting or enter the value using the numeric keypad, and then press the **OK** button.
6. To return to the top level of the System menu, press the **Clear All** button.

Printing a Report Page

The following reports may be useful when you use the fax:

Fax Address Book

This list shows all the fax numbers currently stored in the memory of your printer as speed dial numbers.

You can print this Fax Address Book list from the operator panel. (For details, see also “Printing a Fax Address Book List” on page 215.)

Email Address Book

This list shows all the e-mail addresses currently stored in the printer's memory as Email Address Book information.

Fax Activity

This report shows information about the faxes you recently received or sent.

Fax Pending

This list shows the status of pending faxes. You may print this list to confirm your changes after changing any settings.

Procedures:

1. Press the **System** button.
2. Select **Report/List**, and then press the **OK** button.
3. Select the report or list you want to print, and then press the **OK** button.

The selected report or list is printed.

Chapter 9

Using the Operator Panel Menus and Keypad

Understanding the Printer Menus

When your printer is connected to a network and available to a number of users, the access to the Admin Menu can be limited. This prevents other users from using the operator panel to inadvertently change a user default that has been set by the administrator.

However, you can use your print driver to override user defaults and select settings for individual print jobs.

Report/List

Use the Report/List menu to print various types of reports and lists.

System Settings

Purpose:

To print a list of the current user default values, the installed options, the amount of installed print memory, and the status of printer supplies.

Panel Settings

Purpose:

To print a detailed list of all the settings on the operator panel menus.

PCL Fonts List

Purpose:

To print a sample of the available PCL fonts.

PCL Macro List

Purpose:

To print the information on the downloaded PCL macro.

PS Fonts List**Purpose:**

To print a sample of the available PS fonts.

Job History**Purpose:**

To print a detailed list of the print, copy, fax, or scan jobs that have been processed. This list contains the last 20 jobs.

Error History**Purpose:**

To print a detailed list of paper jams and fatal errors.

Printer Meter**Purpose:**

To print the reports for the total number of pages printed.

Protocol Monitor**Purpose:**

To print a detailed list of monitored protocols.

Fax Address Book**Purpose:**

To print the list of all fax addresses stored as Fax Address Book information.

Email Address Book**Purpose:**

To print the list of all e-mail addresses stored as Email Address Book information.

Server Address**Purpose:**

To print the list of all server addresses stored as Server Address information.

Fax Activity**Purpose:**

To print the report of faxes you recently received or sent.

Fax Pending**Purpose:**

To print the list of status of pending faxes.

Stored Documents**Note:**

Stored Documents feature is available only when the 512 MB additional memory module is installed on the printer and RAM Disk under System Settings is enabled.

Purpose:

To print a list of all files stored for Secure Print and Sample Print in the RAM disk.

Billing Meters**Purpose:**

To check the total number of printed pages.

Values:

| | |
|-------------------------|---|
| Total Impression | Displays the total number of color and monochrome prints (Color Impression + Black Impression). |
| Color Impression | Displays the total number of color prints. |
| Black Impression | Displays the total number of monochrome prints. |

Admin Menu

Use the Admin Menu menu to configure a variety of printer features.

Phone Book

Use the Phone Book menu to configure the speed dial and group dial settings.

Speed Dial

Purpose:

To store up to 200 frequently dialed numbers in speed dial locations.

Group Dial

Purpose:

To create a group of fax destinations and register it under a two-digit dial code. Up to six group dial codes can be registered.

PCL Settings

Use the **PCL Settings** menu to change printer settings that only affect jobs using the PCL emulation printer language.

Note:

Values marked by an asterisk () are the factory default menu settings.*

Paper Tray

Purpose:

To specify the default paper tray.

Values:

| |
|----------------------------|
| Auto* |
| Tray 1 |
| Tray 2*¹ |
| Manual Feed Slot |

*¹ Tray 2 is available only when the optional 250-sheet paper cassette unit is installed.

Output Size

Purpose:

To specify the default paper size.

Values:*mm series*

| | | | |
|--------------------------------|---------------------|--------------|--|
| A4 - 210x297mm *1 | | | |
| A5 - 148x210mm | | | |
| B5 - 182x257mm | | | |
| Letter - 8.5x11" | | | |
| US Folio - 8.5x13" | | | |
| Legal - 8.5x14" | | | |
| Executive - 7.25x10.5" | | | |
| Monarch Env. - 3.9x7.5" | | | |
| DL Env. - 110x220mm | | | |
| C5 Env. - 162x229mm | | | |
| #10 Env. - 4.1x9.5" | | | |
| New Custom Size | Portrait(Y) | 297 mm* | Specifies the length of the custom size paper. |
| | | 127 - 355 mm | |
| | Landscape(X) | 210 mm* | Specifies the width of the custom size paper. |
| | | 77 - 215 mm | |

*1 The default for Output Size varies depending on country-specific factory.

inch series

| |
|--------------------------------|
| Letter - 8.5x11" *1 |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| A4 - 210x297mm |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Executive - 7.25x10.5" |
| Monarch Env. - 3.9x7.5" |

| | | | |
|----------------------------|----------------------|-----------------|--|
| DL Env. - 110x220mm | | | |
| C5 Env. - 162x229mm | | | |
| #10 Env. - 4.1x9.5" | | | |
| New Custom Size | Portrait (Y) | 11.7 inch* | Specifies the length of the custom size paper. |
| | | 5.0-14.0 inches | |
| | Landscape (X) | 8.3 inch* | Specifies the width of the custom size paper. |
| | | 3.0-8.5 inches | |

*1 The default for Output Size varies depending on country-specific factory.

Note:

Selecting a custom size for the paper size prompts you to enter a custom length and width.

Orientation

Purpose:

To specify how text and graphics are oriented on the page.

Values:

| | |
|------------------|---|
| Portrait* | Prints text and graphics parallel to the short edge of the paper. |
| Landscape | Prints text and graphics parallel to the long edge of the paper. |

2-Sided

Purpose:

To specify whether to print on both sides of a sheet of paper.

Values:

| | | |
|----------------------|------------------------|---|
| 2-Sided Print | Off* | Does not print on both sides of a sheet of paper. |
| | On | Prints on both sides of a sheet of paper. |
| Binding Edge | Long Edge Flip* | Prints on both sides of a sheet of paper to be bound by long edge. |
| | Short Edge Flip | Prints on both sides of a sheet of paper to be bound by short edge. |

Font**Purpose:**

To specify the default font from the fonts registered in the printer.

Values:

| | | |
|------------------------|------------------------|------------------------|
| Courier* | Helvetica | ITC A G Go Dm |
| Courier It | Helvetica Ob | ITC A G Go DmOb |
| Courier Bd | Helvetica Bd | ZapfC MdlT |
| Courier BdIt | Helvetica BdOb | ZapfDingbats |
| LetterGothic | CourierPS | CG Times |
| LetterGothic It | CourierPS Ob | CG Times It |
| LetterGothic Bd | CourierPS Bd | CG Times Bd |
| Albertus Md | CourierPS BdOb | CG Times BdIt |
| Albertus XBd | SymbolPS | Univers Md |
| Clarendon Cd | Palatino Roman | Univers MdlT |
| Coronet | Palatino It | Univers Bd |
| Marigold | Palatino Bd | Univers BdIt |
| Arial | Palatino BdIt | Univers MdCd |
| Arial It | ITCBookman Lt | Univers MdCdIt |
| Arial Bd | ITCBookman LtIt | Univers BdCd |
| Arial BdIt | ITCBookmanDm | Univers BdCdIt |
| Times New | ITCBookmanDm It | AntiqueOlv |
| Times New It | HelveticaNr | AntiqueOlv It |
| Times New Bd | HelveticaNr Ob | AntiqueOlv Bd |
| Times New BdIt | HelveticaNr Bd | CG Omega |
| Symbol | HelveticaNrBdOb | CG Omega It |
| Wingdings | N C Schbk Roman | CG Omega Bd |
| Line Printer | N C Schbk It | CG Omega BdIt |

| | | |
|--------------------|------------------------|------------------------|
| Times Roman | N C Schbk Bd | GaramondAntiqua |
| Times It | N C Schbk BdIt | Garamond Krsv |
| Times Bd | ITC A G Go Bk | Garamond Hlb |
| Times BdIt | ITC A G Go BkOb | GaramondKrsvHlb |

Symbol Set

Purpose:

To specify a symbol set for a specified font.

Values:

| | | |
|-----------------|----------------|------------------|
| ROMAN-8* | WIN L1 | ISO-6 |
| ISO L1 | WIN L2 | ISO-11 |
| ISO L2 | WIN L5 | ISO-15 |
| ISO L5 | DESKTOP | ISO-17 |
| ISO L6 | PS TEXT | ISO-21 |
| PC-8 | MC TEXT | ISO-60 |
| PC-8 DN | MS PUB | ISO-69 |
| PC-775 | MATH-8 | WIN 3.0 |
| PC-850 | PS MATH | WINBALT |
| PC-852 | PI FONT | SYMBOL |
| PC-1004 | LEGAL | WINGDINGS |
| PC-8 TK | ISO-4 | DNGBTSMS |

Font Size

Purpose:

To specify the font size for scalable typographic fonts, within the range of 4.00 to 50.00. The default is 12.00.

Font size refers to the height of the characters in the font. One point equals approximately 1/72 of an inch.

Note:

The **Font Size** menu is only displayed for typographic fonts.

Font Pitch**Purpose:**

To specify the font pitch for scalable mono spaced fonts, within the range of 6.00 to 24.00. The default is 10.00.

Font pitch refers to the number of fixed-space characters in a horizontal inch of type. For nonscheduled mono spaced fonts, the pitch is displayed, but cannot be changed.

Note:

The **Font Pitch** menu is only displayed for fixed or mono spaced fonts.

Form Line**Purpose:**

To set the number of lines in a page.

Values:

| | |
|--|------------------------------------|
| 64 ^{*1} (mm series)/ 60 ^{*1} (inch series) | Sets the value in increments of 1. |
| 5-128 | |

^{*1} Denotes country-specific factory default values.

The printer sets the amount of space between each line (vertical line spacing) based on the **Form Line** and **Orientation** menu items. Select the correct **Form Line** and **Orientation** before changing **Form Line**.

Quantity**Purpose:**

To set the default print quantity, within the range of 1 to 999. The default is 1. (Set the number of copies required for a specific job from the print driver. Values selected from the print driver always override values selected from the operator panel.)

Image Enhance**Purpose:**

To specify whether to enable the Image Enhance feature, which makes the boundary line between black and white smoother to decrease jagged edges and enhance the visual appearance.

Values:

| | |
|------------|-------------------------------------|
| On* | Enables the Image Enhance feature. |
| Off | Disables the Image Enhance feature. |

*Hex Dump***Purpose:**

To help isolate the source of a print job problem. With **Hex Dump** selected, all data sent to the printer is printed in hexadecimal and character representation. Control codes are not executed.

Values:

| | |
|-----------------|--------------------------------|
| Disable* | Disables the Hex Dump feature. |
| Enable | Enables the Hex Dump feature. |

*Draft Mode***Purpose:**

To save toner by printing in the draft mode. The print quality is reduced when you print in the draft mode.

Values:

| | |
|-----------------|-----------------------------------|
| Disable* | Does not print in the draft mode. |
| Enable | Prints in the draft mode. |

*Line Termination***Purpose:**

To add the line termination commands.

Values:

| | |
|---------------|---|
| Off* | The line termination command is not added. CR=CR, LF=LF, FF=FF |
| Add-LF | The LF command is added. CR=CR-LF, LF=LF, FF=FF |

| | |
|---------------|---|
| Add-CR | The CR command is added. CR=CR, LF=CR-LF, FF=CR-FF |
| CR-XX | The CR and LF commands are added. CR=CR-LF, LF=CR-LF, FF=CR-FF |

Output Color

Purpose:

To specify the color mode to `Color` or `Black and White`. This setting is used for a print job that does not specify a print mode.

Values:

| | |
|-------------------------|-------------------------------------|
| Black and White* | Prints in the black and white mode. |
| Color | Prints in the color mode. |

PostScript Settings

Use the PostScript Settings menu to change printer settings that only affect jobs using the PostScript emulation printer language.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

PS Error Report

Purpose:

To specify whether to print the contents of PostScript errors.

Values:

| | |
|------------|-------------------------------------|
| Off | Does not print the PS error report. |
| On* | Prints the PS error report. |

PS Job Time-out

Purpose:

To specify the runtime of one PostScript job.

Values:

| | | |
|-------------|-------------------|---|
| Off* | | Does not set the runtime of a PostScript job. |
| On | 1 | Sets the runtime of a PostScript job. |
| | 1-900 min. | |

*Paper Select Mode***Purpose:**

To set the way to select the paper tray for PostScript mode.

Values:

| | |
|-------------------------|---|
| Auto* | Automatically selects the paper tray for PostScript mode. |
| Select From Tray | Manually selects the paper tray for PostScript mode. |

*Output Color***Purpose:**

To set the default color for PostScript.

Values:

| | |
|------------------------|---------------------------------|
| Color* | Prints in color mode. |
| Black and White | Prints in black and white mode. |

Wired Network

Use the **Wired Network** menu to change the printer settings affecting jobs sent to the printer through the wired network.

Note:

Values marked by an asterisk () are the factory default menu settings.*

*Ethernet***Purpose:**

To specify the communication speed and the duplex settings of Ethernet. The change becomes effective after the printer is turned off and then on again.

Values:

| | |
|-------------------------|--|
| Auto* | Detects the Ethernet settings automatically. |
| 10BASE-T Half | Uses 10BASE-T Half-duplex. |
| 10BASE- T Full | Uses 10BASE-T Full-duplex. |
| 100BASE- TX Half | Uses 100BASE-TX Half-duplex. |
| 100BASE- TX Full | Uses 100BASE-TX Full-duplex. |
| 1000BASE- T Full | Uses 1000BASE-T Full-duplex. |

*TCP/IP***Purpose:**

To configure TCP/IP settings.

Values:

| | | |
|----------------|--------------------|--|
| IP Mode | Dual Stack* | Uses both IPv4 and IPv6 to set the IP address. |
| | IPv4 | Uses IPv4 to set the IP address. |
| | IPv6 | Uses IPv6 to set the IP address. |

| | | | |
|--------------|------------------------|------------------------|--|
| IPv4 | Get IP Address | DHCP / Autonet* | Sets the IP address automatically. A random value in the range of 169.254.1.0 to 169.254.254.255 that is not currently in use on the network is set as the IP address. The subnet mask is set as 255.255.0.0. |
| | | BOOTP | Sets the IP address using BOOTP. |
| | | RARP | Sets the IP address using RARP. |
| | | DHCP | Sets the IP address using DHCP. |
| | | Panel | Use this option when you want to set the IP address manually on the operator panel. |
| | IP Address | | When an IP address is being set manually, the IP is allocated to the printer using the format <i>nnn.nnn.nnn.nnn</i> . Each octet that makes up <i>nnn.nnn.nnn.nnn</i> is a value in the range of 0 to 254. 127 and any value in the range of 224 to 254 cannot be specified for the first octet of a gateway address. |
| | Subnet Mask | | When an IP address is being set manually, the subnet mask is specified using the format <i>nnn.nnn.nnn.nnn</i> . Each octet that makes up <i>nnn.nnn.nnn.nnn</i> is a value in the range of 0 to 255. 255.255.255.255 cannot be specified as the subnet mask. |
| | Gateway Address | | When an IP address is being set manually, the gateway address is specified using the format <i>nnn.nnn.nnn.nnn</i> . Each octet that makes up <i>nnn.nnn.nnn.nnn</i> is a value in the range of 0 to 254. 127 and any value in the range of 224 to 254 cannot be specified for the first octet of a gateway address. |
| IPsec | Disable* | | Disables IPsec. |

Note:

To enable IPsec, use “EpsonNet Config” on page 52. For details, refer to the *Help on the Software Disc*.

Protocol**Purpose:**

To enable or disable each protocol. The change becomes effective after the printer is turned off and then on again.

Values:

| | | |
|------------|----------------|--|
| LPD | Disable | Disables the Line Printer Daemon (LPD) port. |
| | Enable* | Enables the LPD port. |

| | | |
|-------------------------|-----------------|---|
| Port9100 | Disable | Disables the Port9100 port. |
| | Enable* | Enables the Port9100 port. |
| IPP | Disable | Disables IPP port. |
| | Enable* | Enables IPP port. |
| SMB TCP/IP | Disable | Disables SMB TCP/IP port. |
| | Enable* | Enables SMB TCP/IP port. |
| WSD | Disable | Disables WSD port. |
| | Enable* | Enables WSD port. |
| Network TWAIN | Disable | Disables Network TWAIN. |
| | Enable* | Enables Network TWAIN. |
| SNMP | Disable | Disables the Simple Network Management Protocol (SNMP) UDP port. |
| | Enable* | Enables the SNMP UDP port. |
| StatusMessenger | Disable | Disables the E-Mail Alert feature. |
| | Enable* | Enables the E-Mail Alert feature. |
| InternetServices | Disable | Disables an access to EpsonNet Config embedded in the printer. |
| | Enable* | Enables an access to EpsonNet Config embedded in the printer. |
| Bonjour(mDNS) | Disable | Disables Bonjour (mDNS). |
| | Enable* | Enables Bonjour (mDNS). |
| Update Addr Book | Disable | Disables Update Address Book. |
| | Enable* | Enables Update Address Book. |
| HTTP-SSL/TLS | Disable* | Disables HTTP-SSL/TLS. |
| | Enable | Enables HTTP-SSL/TLS. |

IP Filter

Note:

IP Filter feature is available only when Protocol is set to LFD or Port9100.

Purpose:

To block data received from certain IP addresses through the wired network. You can set up to five IP addresses. The change becomes effective after the printer is turned off and then on again.

Values:

| | | |
|------------------------------------|---------------|--|
| No. n / Address (n is 1–5.) | | Sets the IP address for Filter <i>n</i> . |
| No. n / Mask (n is 1–5.) | | Sets the address mask for Filter <i>n</i> . |
| No. n / Mode (n is 1–5.) | Off* | Disables the IP Filter feature for Filter <i>n</i> . |
| | Accept | Accepts an access from the specified IP address. |
| | Reject | Rejects an access from the specified IP address. |

*IEEE 802.1x***Note:**

- IEEE 802.1x feature is available only when the printer is connected using LAN cable and it is available only when the IEEE 802.1 authentication is enabled.*
- To enable IEEE 802.1x, use “EpsonNet Config” on page 52. For details, refer to the Help on the Software Disc.*

Purpose:

To disable IEEE 802.1x authentication. The change becomes effective after the printer is turned off and then on again.

Value:

| | |
|----------------|-----------------------|
| Disable | Disables IEEE 802.1x. |
|----------------|-----------------------|

*Initialize NVM***Purpose:**

To initialize wired network data stored in non-volatile memory (NVM). After executing this function and rebooting the printer, all wired network settings are reset to their default values.

Values:

| | |
|------------|---|
| Yes | Initializes the wired network data stored in NVM. |
| No* | Does not initialize the wired network data stored in NVM. |

Adobe Protocol

Purpose:

To set the PostScript communications protocol.

Values:

| | |
|-----------------|--|
| Auto* | Sets the PostScript communications protocol automatically. |
| Standard | Sets the PostScript communications protocol to Standard. |
| BCP | Sets the PostScript communications protocol to BCP. |
| TBCP | Sets the PostScript communications protocol to TBCP. |
| Binary | Sets the PostScript communications protocol to Binary. |

Fax Settings

Use the **Fax Settings** menu to configure the basic fax settings.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

Ans Select

Purpose:

To select the default fax receiving mode.

Values:

| | |
|---------------------|---|
| TEL Mode | Automatic fax reception is turned off. You can receive a fax by picking up the handset of the external phone and then pressing the remote receive code, or by setting OnHook to On (you can hear voice or fax tones from the remote machine) and then pressing Start button. |
| FAX Mode* | Automatically receives faxes. |
| TEL/FAX Mode | When the printer receives an incoming fax, the external telephone rings for the time specified in Auto Ans. Tel/Fax , and then the printer automatically receives a fax. If an incoming call is not a fax, the printer beeps from the internal speaker indicating that the call is a telephone call. |
| Ans/FAX Mode | The printer can share a telephone line with an answering machine. In this mode, the printer will monitor the fax signal and pick up the line if there are fax tones. If the phone communication in your region is serial, this mode is not supported. |

| | |
|------------------|--|
| DRPD Mode | Before using the Distinctive Ring Pattern Detection (DRPD) option, a distinctive ring service must be installed on your telephone line by the telephone company. After the telephone company has provided a separate number for faxing with a distinctive ring pattern, configure the fax setup to monitor for that specific ring pattern. |
|------------------|--|

*Auto Answer Fax***Purpose:**

To set the interval at which the printer goes into the fax receive mode after receiving an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 0 second.

*Auto Ans. TEL/FAX***Purpose:**

To set the interval at which the printer goes into the fax receive mode after the external telephone receives an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 6 seconds.

*Auto Ans. Ans/FAX***Purpose:**

To set the interval at which the printer goes into the fax receive mode after the external answering machine receives an incoming call. The interval can be specified within the range of 0 to 255 seconds. The default is 21 seconds.

*Line Monitor***Purpose:**

To set the volume of the line monitor, which audibly monitors a transmission through the internal speaker until a connection is made.

Values:

| | |
|----------------|--|
| Off | Turns off the volume of the line monitor. |
| Min | Sets the volume of the line monitor to Min . |
| Middle* | Sets the volume of the line monitor to Middle . |
| Max | Sets the volume of the line monitor to Max . |

Ring Tone Volume

Purpose:

To set the volume of the ring tone, which indicates that an incoming call is a telephone call through the internal speaker when `Ans Select` is set to `TEL/FAX Mode`.

Values:

| | |
|---------------|---|
| Off | Turns off the volume of the ring tone. |
| Min | Sets the volume of the ring tone to <code>Min</code> . |
| Middle | Sets the volume of the ring tone to <code>Middle</code> . |
| Max* | Sets the volume of the ring tone to <code>Max</code> . |

Line Type

Purpose:

To select the default line type.

Values:

| | |
|--------------|------------|
| PSTN* | Uses PSTN. |
| PBX | Uses PBX. |

Dialing Type

Purpose:

To select the dialing type.

Values:

| | |
|------------------|---|
| PB* | Uses tone dialing. |
| DP(10PPS) | Sets "DP (10PPS)" (Dial Pulse, 10 Pulse Per Second) as the dial type. |
| DP(20PPS) | Sets "DP (20PPS)" (Dial Pulse, 20 Pulse Per Second) as the dial type. |

Interval Timer

Purpose:

To specify the interval between transmission attempts within the range of 3 to 255 seconds. The default is 8 seconds.

*Number of Redial***Purpose:**

To specify the number of redial attempts to make when the destination fax number is busy, within the range of 0 to 9. If you enter 0, the printer will not redial. The default is 3.

*Redial Interval***Purpose:**

To specify the interval between redial attempts within the range of 1 to 15 minutes. The default is 1 minute.

*Junk Fax Filter***Purpose:**

To reject unwanted faxes by accepting faxes only from the fax numbers registered in the Phone Book.

Values:

| | |
|-------------|---|
| Off* | Does not reject faxes sent from unwanted numbers. |
| On | Rejects faxes sent from unwanted numbers. |

*Remote Receive***Purpose:**

To receive a fax by pressing a remote receive code on the external telephone after picking up the handset of the telephone.

Values:

| | |
|-------------|---|
| Off* | Does not receive a fax by pressing a remote receive code on the external telephone. |
| On | Receives a fax by pressing a remote receive code on the external telephone. |

*Remote Rcv Tone***Purpose:**

To specify the tone in two digits to start Remote Receive.

Send Header

Purpose:

To print the information of the sender on the header of the faxes.

Values:

| | |
|------------|---|
| Off | Does not print the sender's information on the header of faxes. |
| On* | Prints the sender's information on the header of faxes. |

Company Name

Purpose:

To set the sender name to be printed on the header on faxes.

Your Fax Number

Purpose:

To set the fax number of the printer, which will be printed on the header of a fax message.

Note:

Ensure to specify Your Fax Number before using Junk Fax Filter.

Fax Cover Page

Purpose:

To set whether to attach a cover page to faxes.

Values:








| | |
|-------------|--|
| Off* | Does not attach a cover page to faxes. |
| On | Attaches a cover page to faxes. |

DRPD Pattern

Purpose:

To provide a separate number for faxing with a distinctive ring pattern.

Values:

| | |
|-------------------|---|
| Pattern1-7 | DRPD is a service provided by some telephone companies. DRPD Patterns are specified by your telephone company. The patterns provided with your printer are shown below: |
| | Pattern1  |
| | Pattern2  |
| | Pattern3  |
| | Pattern4*  |
| | Pattern5  |
| | Pattern6  |
| | Pattern7  |

2-Sided Print**Purpose:**

To set the duplex printing for fax.

Values:

| | |
|-------------|-----------------------------------|
| Off* | Does not perform duplex printing. |
|-------------|-----------------------------------|

| | |
|-----------|---------------------------|
| On | Performs duplex printing. |
|-----------|---------------------------|

*Sent Fax Fwd***Purpose:**

To set whether to forward incoming faxes to a specified destination.

Values:

| | |
|----------------------------|---|
| Off* | Does not forward incoming faxes. |
| Forward | Forwards incoming faxes to a specified destination. Prints incoming faxes if an error occurs during the transfer. |
| Print & Forward | Prints incoming faxes and also forwards them to a specified destination. |

*Fwd. Settings Num***Purpose:**

To enter the fax number of the destination to which incoming faxes will be forwarded.

*Prefix Dial***Purpose:**

To select whether to set a prefix dial number.

Values:

| | |
|-------------|------------------------------------|
| Off* | Does not set a prefix dial number. |
| On | Sets a prefix dial number. |

*Prefix Dial Num***Purpose:**

To set a prefix dial number of up to five digits. This number dials before any auto dial number is started. It is useful for accessing the Private Automatic Branch Exchange (PABX).

*Discard Size***Purpose:**

To set the printer to discard images or any text at the bottom of a fax page when the entire page does not fit the output paper.

Values:

| | |
|-----------------------|---|
| Off* | Prints excess images or text at the bottom of a fax page without discarding it. |
| On | Discards any excess images or text. |
| Auto Reduction | Automatically reduces a fax page to fit it onto the appropriate paper size. |

*ECM***Purpose:**

To set whether to enable or disable the Error Correction Mode (ECM). To use the ECM, the remote machines must also support the ECM.

Values:

| | |
|------------|-------------------|
| Off | Disables the ECM. |
| On* | Enables the ECM. |

*Extel Hook Thresh***Purpose:**

To select the external telephone hook detection threshold for the condition in which a telephone line is not being used.

Values:

| | |
|----------------|---|
| Lower | Sets the external telephone hook detection threshold to <i>Lower</i> . |
| Normal* | Sets the external telephone hook detection threshold to <i>Normal</i> . |
| Higher | Sets the external telephone hook detection threshold to <i>Higher</i> . |

*Modem Speed***Purpose:**

To adjust the fax modem speed when a fax transmission or reception error occurs.

Values:

| |
|-----------------|
| 2.4 Kbps |
| 4.8 Kbps |

| |
|-------------------|
| 9.6 Kbps |
| 14.4 Kbps |
| 33.6 Kbps* |

*Region***Purpose:**

To select the region where the printer is used.

*Fax Activity***Purpose:**

To set whether to automatically print a fax activity report after every 50 incoming and outgoing fax communications.

Values:

| | |
|----------------------|---|
| Auto Print* | Automatically prints a fax activity report after every 50 incoming and outgoing fax communications. |
| No Auto Print | Does not automatically print a fax activity report after every 50 incoming and outgoing fax communications. |

*Fax Transmit***Purpose:**

To set whether to print a transmission result after a fax transmission.

Values:

| | |
|------------------------|--|
| Print Always | Prints a transmission report after every fax transmission. |
| Print On Error* | Prints a transmission report only when an error occurs. |
| Print Disable | Does not print a transmission report after a fax transmission. |

*Fax Broadcast***Purpose:**

To set whether to print a broadcast result after a fax broadcast to multiple destinations.

Values:

| | |
|-----------------------|---|
| Print Always* | Prints a broadcast report after every fax broadcast. |
| Print On Error | Prints a broadcast report only when an error occurs. |
| Print Disable | Does not print a broadcast report after a fax broadcast to multiple destinations. |

*Fax Protocol***Purpose:**

To set whether to print the protocol monitor report, which helps you identify the cause of a communication problem.

Values:

| | |
|-----------------------|--|
| Print Always | Prints a protocol monitor report after every fax transmission. |
| Print On Error | Prints a protocol monitor report only when an error occurs. |
| Print Disable* | Does not print a protocol monitor report. |

USB Settings

Use the **USB Settings** menu to change printer settings affecting a USB port.

Note:

Values marked by an asterisk () are the factory default menu settings.*

*Port Status***Purpose:**

To specify whether to enable the USB port. The change becomes effective after the printer is turned off and then on again.

Values:

| | |
|----------------|-----------------------------|
| Disable | Disables the USB interface. |
| Enable* | Enables the USB interface. |

Adobe Protocol

Purpose:

To set the PostScript communications protocol.

Values:

| | |
|-----------------|--|
| Auto | Sets the PostScript communications protocol automatically. |
| Standard | Sets the PostScript communications protocol to Standard. |
| BCP | Sets the PostScript communications protocol to BCP. |
| TBCP* | Sets the PostScript communications protocol to TBCP. |
| Binary | Sets the PostScript communications protocol to Binary. |

System Settings

Use **System Settings** to configure a variety of printer features.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

Power Saver Timer

Purpose:

To specify the time for transition to power saver mode.

Values:

| | | |
|------------------------|------------------|--|
| Low Power Timer | 3min* | Specifies the time taken by the printer to enter Low Power mode after it finishes a job. |
| | 3–60 min. | |
| Sleep Timer | 6min* | Specifies the time taken by the printer to enter Sleep mode after it has entered Low Power mode. |
| | 1–6 min. | |

Enter 5 to put the printer in power saver mode five minutes after it finishes a job. This uses much less energy, but requires more warm-up time for the printer. Enter 5 if your printer shares an electrical circuit with room lighting and you notice lights flickering.

Select a high value if your printer is in constant use. In most circumstances, this keeps the printer ready to operate with minimum warm-up time. Select a value between 5 and 30 minutes for power saver mode if you want a balance between energy consumption and a shorter warm-up period.

The printer automatically returns to the standby mode from the power saver mode when it receives data from the computer or remote fax machine. You can also change the status of the printer to the standby mode by pressing the **Energy Saver** button on the operator panel.

Power Saver Wake Up

Purpose:

To specify whether to wake up from the Low Power or Sleep mode when OnHook is set to Off.

Values:

| | | |
|------------------------|-------------|--|
| OffHook Wake Up | Off* | Does not wake up from the Low Power or Sleep mode when OnHook is set to Off. |
| | On | Wakes up from the Low Power or Sleep mode when OnHook is set to Off. |

Auto Reset

Purpose:

To automatically reset the settings for Copy, Scan, or Fax to the default settings and return to the standby mode after you do not specify any settings for the specified time.

Values:

| |
|---------------|
| 45sec* |
| 1min |
| 2min |
| 3min |
| 4min |

Fault Time-out

Purpose:

To specify the amount of time the printer waits before canceling a job that stops abnormally. The print job is cancelled if the time-out time is exceeded.

Values:

| | | |
|------------|-------------------|---|
| Off | | Disables the fault time-out. |
| On* | 60sec* | Sets the amount of time the printer waits before canceling a job that stops abnormally. |
| | 3–300 sec. | |

*Job Time-out***Purpose:**

To specify the amount of time the printer waits for data to arrive from the computer. The print job is cancelled if the time-out time is exceeded.

Values:

| | | |
|------------|-------------------|---|
| Off | | Disables the job time-out. |
| On* | 30sec* | Sets the time the printer waits for data to arrive from the computer. |
| | 5–300 sec. | |

*Clock Settings***Purpose:**

To specify the date and time formats.

Values:

| | | |
|----------------------------|------------------|--|
| Set Date & Time | Time Zone | Sets the time zone. |
| | Set Date | Sets the date depending on the Date Format settings. |
| | Set Time | Sets the time. |
| Date Format | yy/mm/dd | Sets the date format. |
| | mm/dd/yy | |
| | dd/mm/yy* | |
| Time Format | 12H | Sets the time in 12-hour format. |
| | 24H* | Sets the time in 24-hour format. |

*1 The default for Date Format varies depending on country-specific factory default.

*Alert Tone***Purpose:**

To configure settings for tones emitted by the printer during operation or when a warning message appears.

Values:

| | | |
|---------------------------|----------------|--|
| Panel Select Tone | Off* | Does not emit a tone when the operator panel entry is correct. |
| | Soft | Emits a tone when the operator panel entry is correct. |
| | Normal | |
| | Loud | |
| Panel Alert Tone | Off* | Does not emit a tone when the operator panel entry is incorrect. |
| | Soft | Emits a tone when the operator panel entry is incorrect. |
| | Normal | |
| | Loud | |
| Machine Ready Tone | Off* | Does not emit a tone when the printer is ready to process a job. |
| | Soft | Emits a tone when the printer is ready to process a job. |
| | Normal* | |
| | Loud | |
| Copy Job Tone | Off | Does not emit a tone when a copy job is complete. |
| | Soft | Emits a tone when a copy job is complete. |
| | Normal* | |
| | Loud | |
| Non-Copy Job Tone | Off | Does not emit a tone when a job other than a copy job is complete. |
| | Soft | Emits a tone when a job other than a copy job is complete. |
| | Normal* | |
| | Loud | |

| | | |
|-------------------------|----------------|---|
| Fault Tone | Off | Does not emit a tone when a job ends abnormally. |
| | Soft | Emits a tone when a job ends abnormally. |
| | Normal* | |
| | Loud | |
| Alert Tone | Off | Does not emit a tone when a problem occurs. |
| | Soft | Emits a tone when a problem occurs. |
| | Normal* | |
| | Loud | |
| Out of Paper | Off | Does not emit a tone when the printer runs out of paper. |
| | Soft | Emits a tone when the printer runs out of paper. |
| | Normal* | |
| | Loud | |
| Low Toner | Off | Does not emit a tone when a toner is low. |
| | Soft | Emits a tone when a toner is low. |
| | Normal* | |
| | Loud | |
| Auto Clear Alert | Off* | Does not emit a tone 5 seconds before the printer performs auto clear. |
| | Soft | Emits a tone 5 seconds before the printer performs auto clear. |
| | Normal | |
| | Loud | |
| Base Tone | Off* | Does not emit a tone when the operator panel display is returned to the default setting by scrolling the loop menu. |
| | Soft | Emits a tone when the operator panel display is returned to the default setting by scrolling the loop menu. |
| | Normal | |
| | Loud | |

| | | |
|------------------|----------------|---|
| All Tones | Off | Disables all the alert tones. |
| | Soft | Sets the volume of all the alert tones at once. |
| | Normal* | |
| | Loud | |

*mm / inch***Purpose:**

To specify the default measurement unit displayed after the numeric value on the operator panel.

Values:

| | |
|--------------------------|---|
| Millimeters (mm)* | Selects millimeter as the default measurement unit. |
| Inches (") | Selects inch as the default measurement unit. |

Note:

The default for mm/inch varies depending on other settings, such as Region and Document Size.

*Def. PrintPaperSize***Purpose:**

To specify the default paper size.

Values:

| |
|-------------------------|
| A4 - 210x297mm |
| Letter - 8.5x11" |

Note:

The default for Def. PrintPaperSize varies depending on country-specific factory default.

*Auto Job History***Purpose:**

To automatically print a job history report after every 20 jobs.

Values:

| | |
|-------------|--|
| Off* | Does not automatically print a job history report. |
| On | Automatically prints a job history report. |

The Job History report can also be printed using the **Report/List** menu.

*Print ID***Purpose:**

To specify a location where the user ID is printed.

Values:

| | |
|---------------------|---|
| Off* | Does not print the user ID. |
| Top Left | Prints the user ID on the top left of the page. |
| Top Right | Prints the user ID on the top right of the page. |
| Bottom Left | Prints the user ID on the bottom left of the page. |
| Bottom Right | Prints the user ID on the bottom right of the page. |

Note:

When you print on DL size paper, a part of the user ID may not be printed correctly.

*Print Text***Purpose:**

To specify whether the printer outputs PDL data, which is not supported by the printer, as text when the printer receives it. Text data is printed on A4 or Letter size paper.

Values:

| | |
|------------|--|
| Off | Does not print the received data. |
| On* | Prints the received data as text data. |

Banner Sheet

Note:

Banner Sheet feature is available only when the optional 250-sheet paper cassette unit is installed on the printer.

Purpose:

To specify the position of banner sheet, and also specify the tray in which the banner sheet is loaded.

Values:

| | | |
|------------------------|-------------------------|---|
| Insert Position | Off* | Does not print the banner sheet. |
| | Front | Inserted before the first page of every copy. |
| | Back | Inserted after the last page of every copy. |
| | Front & Back | Inserted before the first page of every copy and after the last page of every copy. |
| Specify Tray | Tray 1* | The banner sheet is loaded in the standard 250-sheet tray. |
| | Tray 2 | The banner sheet is loaded in the optional 250-sheet paper cassette unit. |

RAM Disk

Note:

RAM Disk feature is available only when the 512 MB additional memory module is installed on the printer.

Purpose:

To allocate memory to the RAM disk file system for the Secure Print and Sample Print features. The change becomes effective after the printer is turned off and then on again.

Values:

| | | |
|----------------|-----------------|---|
| Disable | | Does not allocate memory to the RAM disk file system. Secure Print and Sample Print jobs will abort and be recorded to the job log. |
| Enable* | 300MB* | Sets the allocation of memory to the RAM disk file system in increments of 50 MB. |
| | 50-500MB | |

Note:

Restart your printer when you change the settings for the RAM Disk menu.

*Substitute Tray***Purpose:**

Specifies whether to use paper of a different size when the paper that is loaded in the specified tray does not match the paper size settings for the current job.

Values:

| | |
|---------------------|--|
| Off* | No tray size substitute accepted. |
| Larger Size | Substitutes paper of next largest size. When there is no larger paper size, the printer substitutes paper of nearest size. |
| Nearest Size | Substitutes paper of nearest size. |

*Auditron Mode***Purpose:**

To specify whether to limit the functions that can be used per user by Auditron authentication.

Values:

| | |
|-------------|--|
| Off* | Does not limit functions by Auditron authentication. |
| On | Limits functions by Auditron authentication. |

*No Account User Print***Purpose:**

To specify whether to permit the printing of data without authentication information.

Values:

| | |
|-------------|---|
| Off* | Does not permit non-account user to print the data. |
| On | Permits non-account user to print the data. |

*Letterhead 2-Sided Mode***Purpose:**

To specify whether to print on both sides when you use letterhead.

Values:

| | |
|-----------------|---|
| Disable* | Does not print on both sides of letterhead. |
| Enable | Prints on both sides of letterhead. |

*LowToner Alert Msg***Purpose:**

To specify whether to show the alert message when the toner is low.

Values:

| | |
|------------|--|
| Off | Does not show the alert message when the toner is low. |
| On* | Shows the alert message when the toner is low. |

*Email From Field***Purpose:**

To specify whether to enable editing of the transmission source when you use Scan to E-mail.

Values:

| | |
|----------------|--|
| Disable | Disables editing of the transmission source. |
| Enable* | Enables editing of the transmission source. |

*Server Address Book***Purpose:**

To specify whether to search the e-mail addresses from the Address Book for the LDAP server.

Values:

| | |
|-------------|---|
| Off* | Does not search the e-mail addresses from the Address Book for the LDAP server. |
| On | Searches the e-mail addresses from the Address Book for the LDAP server. |

Note:

You can search the e-mail addresses only from the Address Book that is local when Server Address Book is set to Off.

Server Phone Book

Purpose:

To specify whether to search the phone numbers from the Phone Book for the LDAP server.

Values:

| | |
|-------------|--|
| Off* | Does not search the phone numbers from the Phone Book for the LDAP server. |
| On | Searches the phone numbers from the Phone Book for the LDAP server. |

Note:

You can search the phone numbers only from the local Phone Book when Server Phone Book is set to Off.

Power On Wizard

Purpose:

To perform initial setup for the printer.

Values:

| | |
|------------|---|
| Yes | Performs the initial setup for the printer. |
| No* | Does not perform the initial setup for the printer. |

Maintenance

Use the Maintenance menu to initialize the NV (non-volatile) memory, configure the plain paper quality adjustment settings, and configure the security settings.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

F/W Version

Purpose:

To confirm the current F/W version.

Adjust PaperType

Purpose:

To specify paper density settings.

Values:

| | |
|---------------|---------------------|
| Plain | Lightweight |
| | Heavyweight* |
| Labels | Lightweight |
| | Heavyweight* |

*Adjust BTR***Purpose:**

To specify the transfer roller voltage adjustment for each paper type.

The default settings may not give the best output on all paper types. If you see mottles on the print output, try to increase the voltage. If you see white spots on the print output, try to decrease the voltage.

Note:

The print quality changes depending on the setting values you select for this item.

Values:

| | |
|----------------------|-----------------|
| Plain | 0* |
| | -6 to +6 |
| Light Card | 0* |
| | -6 to +6 |
| Heavy Card | 0* |
| | -6 to +6 |
| Envelope | 0* |
| | -6 to +6 |
| Labels | 0* |
| | -6 to +6 |
| LW Gloss Card | 0* |
| | -6 to +6 |

| | |
|----------------------|-----------------|
| HW Gloss Card | 0* |
| | -6 to +6 |

Adjust Fuser

Purpose:

To adjust the fusing temperature setting for each paper type.

The default settings may not give the best output on all paper types. When the printed paper has curled, try to lower the temperature. When the toner does not fuse on the paper properly, try to increase the temperature.

Note:

The print quality changes depending on the setting values you select for this item.

Values:

| | |
|----------------------|-----------------|
| Plain | 0* |
| | -6 to +6 |
| Light Card | 0* |
| | -6 to +6 |
| Heavy Card | 0* |
| | -6 to +6 |
| Envelope | 0* |
| | -6 to +6 |
| Labels | 0* |
| | -6 to +6 |
| LW Gloss Card | 0* |
| | -6 to +6 |
| HW Gloss Card | 0* |
| | -6 to +6 |

Auto Regi Adjust

Purpose:

To specify whether to automatically perform color registration adjustment.

Values:

| | |
|------------|---|
| Off | Does not automatically perform color registration adjustment. |
| On* | Automatically performs color registration adjustment. |

Adjust ColorRegi

Purpose:

To manually perform color registration adjustment.


Manual Color Registration Adjustments are required when the printer is initially installed and after the printer is moved.

Note:

The Adjust ColorRegi feature can be configured when Auto Regi Adjust is set to Off.

Values:

| | |
|-------------------------|---|
| Auto Adjust | Automatically performs color registration correction. |
| Color Regi Chart | Prints a color registration chart. The color registration chart prints a lattice pattern of yellow, magenta, and cyan lines. On the chart, find the values on the right side that are next to the line that is perfectly straight for each of the three colors. If the value for this line is 0, color registration adjustment is not required. If the value for this line is any value other than 0, specify the adjustment values for lateral adjustment and process adjustment under Enter Number . |

| | | | |
|---------------------|-----------|-----------------|---|
| Enter Number | LY | -9 to +9 | Sets lateral (perpendicular to paper feed direction) and process (paper feed direction) color adjustment values individually for Yellow, Magenta, and Cyan. Enter a number in order of lateral adjustment (left), lateral adjustment (right), and process adjustment. Press the  . |
| | LM | | |
| | LC | | |
| | RY | -9 to +9 | |
| | RM | | |
| | RC | | |
| | PY | -9 to +9 | |
| | PM | | |
| | PC | | |

Note:

Ensure that you remove the paper from the single sheet feeder (SSF) before performing Auto Adjust.

Clean Developer**Purpose:**

To stir the toner in a new toner cartridge.

Values:

| | |
|------------|---|
| Yes | Stirs the toner in a new toner cartridge. |
| No* | Does not stir the toner in a new toner cartridge. |

Toner Refresh**Purpose:**

To clean the toner in each toner cartridge.

Values:

| | | |
|----------------|------------|--|
| Yellow | Yes | Cleans the toner in the yellow toner cartridge. |
| | No* | Does not clean the toner in the yellow toner cartridge. |
| Magenta | Yes | Cleans the toner in the magenta toner cartridge. |
| | No* | Does not clean the toner in the magenta toner cartridge. |

| | | |
|--------------|------------|--|
| Cyan | Yes | Cleans the toner in the cyan toner cartridge. |
| | No* | Does not clean the toner in the cyan toner cartridge. |
| Black | Yes | Cleans the toner in the black toner cartridge. |
| | No* | Does not clean the toner in the black toner cartridge. |

Drum Cartridge Refresh

Purpose:

To clean the surface of the drum cartridge.

Values:

| | |
|------------|---|
| Yes | Cleans the surface of the drum cartridge. |
| No* | Does not clean the surface of the drum cartridge. |

Initialize NVM

Purpose:

To initialize the non-volatile (NV) memory. After executing this function and rebooting the printer, all the menu parameters are reset to their default values.

Values:

| | | |
|--------------------------|------------|--|
| User Fax Section | Yes | Initializes the fax number entries in the Address Book. |
| | No* | Does not initialize the fax number entries in the Address Book. |
| User Scan Section | Yes | Initializes the e-mail and server address entries in the Address Book. |
| | No* | Does not initialize the e-mail and server address entries in the Address Book. |
| System Section | Yes | Initializes the system parameters. |
| | No* | Does not initialize the system parameters. |

See Also:

“Resetting to Factory Defaults” on page 301.

Init Print Meter

Purpose:

To initialize the print meter of the printer. When the print meter is initialized, the meter count is reset to zero.

Reset Fuser

Purpose:

To initialize the Machine Control Unit life counter.

Clear Storage

Note:

Clear Storage feature is available only when the 512 MB additional memory module is installed.

Purpose:

To clear all files stored as Secure Print, Sample Print, and Stored Print in the RAM disk.

Values:

| | |
|------------------------|--|
| All Clear | Deletes all files stored as Secure Print and Sample Print in the RAM disk. |
| Secure Document | Deletes all files stored as Secure Print in the RAM disk. |
| Stored Document | Deletes all files stored as Stored Print in the RAM disk. |

Non-Genuine

Purpose:

To use toner cartridge of another manufacturer.

Note:

Using a non-Epson toner cartridge may severely damage your printer. The warranty does not cover damages caused by using non-Epson toner cartridges.

Values:

| | | |
|--------------|-------------|---|
| Toner | Off* | Does not use toner cartridge of another manufacturer. |
| | On | Uses toner cartridge of another manufacturer. |

Adjust Altitude

Purpose:

To specify the altitude of the location where the printer is installed.

The discharge phenomenon for charging the photo conductor varies with barometric pressure. Adjustments are performed by specifying the altitude of the location where the printer is being used.

Note:

An incorrect altitude adjustment setting leads to problems such as poor printing quality and incorrect indication of remaining toner.

Values:

| | |
|--------------|---|
| 0m* | Sets the altitude of the location where the printer is installed. |
| 1000m | |
| 2000m | |
| 3000m | |

Secure Settings

Use the **Secure Settings** menu to set a password to limit access to the menus. This prevents items from being changed accidentally.

Note:

Values marked by an asterisk () are the factory default menu settings.*

Panel Lock

Purpose:

To set a limited access to **Admin Menu** with a password, and to set or change the password.

See Also:

"Panel Lock Function" on page 298

Values:

| | | |
|-----------------------|-----------------|--|
| Panel Lock Set | Disable* | Disables password protection for Admin Menu . |
| | Enable | Enables password protection for Admin Menu . |

| | | |
|---------------------------|------------------|---|
| Change Password *1 | 0000–9999 | Sets or changes the password required to access Admin Menu. |
|---------------------------|------------------|---|

*1 This item is available only when Panel Lock Set is set to Enable.

Service Lock

Note:

Service Lock feature is available only when Panel Lock Set is set to Enable.

Purpose:

To specify whether to enable or disable each of the printer services, or to require a password to use the services.

Values:

| | | |
|-------------------------|---------------------------|--|
| Copy | Unlocked* | Enables the Copy service. |
| | Locked | Disables the Copy service. |
| | Password Locked | Enables the Copy service, but requires a password to use the service. |
| | Color Pass. Locked | Enables the Copy service with a color mode, but requires a password. |
| Fax | Unlocked* | Enables the Fax service. |
| | Locked | Disables the Fax service (the printer will not send or receive faxes). |
| | Password Locked | Enables the Fax services, but requires a password to send faxes (does not require a password to receive incoming faxes). |
| Scan to PC (USB) | Unlocked* | Enables the Scan to PC (USB) service. |
| | Locked | Disables the Scan to PC (USB) service. |
| | Password Locked | Enables the Scan to PC (USB) service, but requires a password. |
| PC Scan | Unlocked* | Enables the PC Scan service. |
| | Locked | Disables the PC Scan service. |
| | Password Locked | Enables the PC Scan service, but requires a password. |
| Scan to E-mail | Unlocked* | Enables the Scan to E-mail service. |
| | Locked | Disables the Scan to E-mail service. |
| | Password Locked | Enables the Scan to E-mail service, but requires a password. |

| | | |
|-------------------------------------|---------------------------|--|
| Scan to Network | Unlocked* | Enables the Scan to Network service. |
| | Locked | Disables the Scan to Network service. |
| | Password Locked | Enables the Scan to Network service, but requires a password. |
| Scan to USBMemory | Unlocked* | Enables the Scan to USB Memory service. |
| | Locked | Disables the Scan to USB Memory service. |
| | Password Locked | Enables the Scan to USB Memory service, but requires a password. |
| Print from USB | Unlocked* | Enables the Print from USB service. |
| | Locked | Disables the Print from USB service. |
| | Password Locked | Enables the Print from USB service, but requires a password. |
| | Color Pass. Locked | Enables the Print from USB service with a color mode, but requires a password. |
| Change Password*¹ | | Changes the password that is set under the Service Lock menu. |

*¹ This item is available only when **Password Locked** or **Color Pass. Locked** is enabled.

Secure Receive

Note:

*Secure Receive feature is available only when **Panel Lock Set** is set to **Enable**.*

Purpose:

To specify whether to require a password to receive faxes, and to set or change the password.

Values:

| | | |
|-------------------------------------|------------------|---|
| SecureReceiveSet | Disable* | Does not require a password to receive faxes. |
| | Enable | Requires a password to receive faxes. |
| Change Password*¹ | 0000–9999 | Sets or changes the password required to receive faxes. |

*¹ This item is available only when **SecureReceiveSet** is set to **Enable**.

Login Error

Note:

*Login Error feature is available only when **Panel Lock Set** is set to **Enable**.*

Purpose:

To specify the number of error entry attempts allowed when you log in as an administrator in the Admin Menu and Report/List menu.

Values:

| | | |
|-------------|-----------------|--|
| Off* | | Does not allow an administrator to log in after one error entry attempt. |
| On | 5 times* | Sets the number of error entry attempts allowed when an administrator logs in. |
| | 1-10 | |

Defaults Settings

Use Defaults Settings to modify the defaults for the Copy, Scan, Fax, or Print from USB menu.

Copy Defaults

Purpose:

To modify the defaults for the Copy menu.

Copy Defaults allows you to configure the following items in addition to the items under the Copy menu.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

Color

Purpose:

To select color or black and white copying.

Values:

| | |
|--------------------------|---------------------------------|
| Black & White | Copies in black and white mode. |
| Color* | Copies in color mode. |

Paper Supply

Purpose:

To specify the input tray.

Values:

| | |
|-------------------------|---|
| Tray 1* | The paper is fed from the standard 250-sheet tray. |
| Tray 2 | The paper is fed from the optional 250-sheet paper cassette unit. |
| Manual Feed Slot | The paper is fed from the single sheet feeder (SSF). |

Note:

Tray 2 is available only when the optional 250-sheet paper cassette unit is installed.

*Manual Feed Paper Size***Purpose:**

To specify the paper size loaded in the SSF.

Values:*mm series*

| |
|--------------------------------|
| A4 - 210x297mm *1 |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Letter - 8.5x11" |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| Executive - 7.25x10.5" |
| Monarch Env. - 3.9x7.5" |
| DL Env. - 110x220mm |
| C5 Env. - 162x229mm |
| #10 Env. - 4.1x9.5" |

*1 The default for Manual Feed Paper Size varies depending on country-specific factory.

inch series

| |
|-------------------------|
| Letter - 8.5x11" |
|-------------------------|

| |
|--------------------------------|
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| A4 - 210x297mm *1 |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Executive - 7.25x10.5" |
| Monarch Env. - 3.9x7.5" |
| DL Env. - 110x220mm |
| C5 Env. - 162x229mm |
| #10 Env. - 4.1x9.5" |

*1 The default for Manual Feed Paper Size varies depending on country-specific factory.

Note:

For more information on supported paper sizes, see "Usable Print Media" on page 88.

Manual Feed Paper Type

Purpose:

To specify the paper type loaded in the SSF.

Values:

| |
|----------------------|
| Plain* |
| Light Card |
| Heavy Card |
| Envelope |
| Letterhead |
| LW Gloss Card |
| HW Gloss Card |
| Hole Punched |
| Colored |

| |
|----------------|
| Special |
|----------------|

*Collated***Purpose:**

To sort the copy job.

Values:

| | |
|--------------|--|
| Off | Does not sort the copy job. |
| On | Sorts the copy job. |
| Auto* | Automatically determines which output mode for the copy job. |

*Reduce/Enlarge***Purpose:**

To set the default copy reduction/enlargement ratio.

Values:*mm series*

| |
|---------------------|
| 200% |
| 141% A5 → A4 |
| 122% A5 → B5 |
| 100%* |
| 81% B5 → A5 |
| 70% A4 → A5 |
| 50% |

inch series

| |
|-------------------------------|
| 200% |
| 154% |
| 129% 8.5x11" → 8.5x14" |
| 100%* |

| |
|------------------------------|
| 78% 8.5x14" → 8.5x11" |
| 64% |
| 50% |

Note:

- You can also use the numeric keypad to input the desired zoom ratio from 25% to 400%, or press ► button to enlarge the zoom ratio or press ◀ button to reduce the zoom ratio in 1% intervals.
- This item is available only when N-UF is set to Off or Manual.

Document Size**Purpose:**

To specify the default document size.

Values:*mm series*

| |
|-------------------------------|
| Auto* |
| A4 - 210x297mm |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Letter - 8.5x11" |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| Executive - 7.25x10.5" |

inch series

| |
|---------------------------|
| Auto* |
| Letter - 8.5x11" |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| A4 - 210x297mm |

| |
|-------------------------------|
| A5 - 148x210mm |
| B5 - 182x257mm |
| Executive - 7.25x10.5" |

Document Type

Purpose:

To select the copy image quality.

Values:

| | |
|---------------|--|
| Text | Suitable for documents with text. |
| Mixed* | Suitable for documents with both text and photos/gray tones. |
| Photo | Suitable for documents with photos. |

Lighten/Darken

Purpose:

To set the default copy density level.

Values:

| | |
|-----------------|--|
| Lighter3 | Makes the copy lighter than the original. Works well with dark print. |
| Lighter2 | |
| Lighter1 | |
| Normal* | Works well with standard typed or printed documents. |
| Darker1 | Makes the copy darker than the original. Works well with light print or faint pencil markings. |
| Darker2 | |
| Darker3 | |

Sharpness

Purpose:

To set the default sharpness level.

Values:

| | |
|----------------|---|
| Sharper | Makes the copy sharper than the original. |
| Normal* | Does not make the copy sharper or softer than the original. |
| Softer | Makes the copy softer than the original. |

*Color Saturation***Purpose:**

To set the default color saturation level.

Values:

| | |
|----------------|---|
| Higher | Increases the color saturation to brighten the color of the copy. |
| Normal* | The color saturation is the same as the original. |
| Lower | Decreases the color saturation to lighten the color of the copy. |

*Auto Exposure***Purpose:**

To suppress the background of the original to enhance text on the copy.

Values:

| | |
|------------|--|
| Off | Does not suppress the background. |
| On* | Suppresses the background of the original to enhance text on the copy. |

*Auto Expo. Level***Purpose:**

To specify the default background suppression level.

Values:

| | |
|------------------|--|
| Normal* | Sets the background suppression level to Normal. |
| Higher(1) | Sets the background suppression level to Higher (1). |
| Higher(2) | Sets the background suppression level to Higher (2). |

Color Balance

Purpose:

To specify the default color balance level within the range of -3 to +3.

Values:

| | | |
|--------------------------|-----------------|---|
| Yellow Low Dens. | 0* | Sets the color balance level of low density yellow. |
| | -3 to +3 | |
| Yellow Med. Dens. | 0* | Sets the color balance level of medium density yellow. |
| | -3 to +3 | |
| Yellow High Dens. | 0* | Sets the color balance level of high density yellow. |
| | -3 to +3 | |
| Magen. Low Dens. | 0* | Sets the color balance level of low density magenta. |
| | -3 to +3 | |
| Magen. Med. Dens. | 0* | Sets the color balance level of medium density magenta. |
| | -3 to +3 | |
| Magen. High Dens. | 0* | Sets the color balance level of high density magenta. |
| | -3 to +3 | |
| Cyan Low Dens. | 0* | Sets the color balance level of low density cyan. |
| | -3 to +3 | |
| Cyan Med. Dens. | 0* | Sets the color balance level of medium density cyan. |
| | -3 to +3 | |
| Cyan High Dens. | 0* | Sets the color balance level of high density cyan. |
| | -3 to +3 | |
| Black Low Dens. | 0* | Sets the color balance level of low density black. |
| | -3 to +3 | |
| Black Med. Dens. | 0* | Sets the color balance level of medium density black. |
| | -3 to +3 | |

| | | |
|-------------------------|-----------------|---|
| Black High Dens. | 0* | Sets the color balance level of high density black. |
| | -3 to +3 | |

*2-Sided***Purpose:**

To print on both sides of a sheet of paper.

Values:

| | |
|---------------------------|---|
| 1→1-Sided* | Prints on one side of a sheet of paper. |
| Long Edge Binding | Prints on both sides of a sheet of paper to be bound by long edge. |
| Short Edge Binding | Prints on both sides of a sheet of paper to be bound by short edge. |

*N-Up***Purpose:**

To print two original pages to fit onto one sheet of paper.

Values:

| | |
|---------------------|--|
| Off* | Does not perform N-up printing. |
| Auto | Automatically reduces the original pages to fit onto one sheet of paper. |
| ID Card Copy | Prints the original pages onto one sheet of paper in the original size. |
| Manual | Prints the original pages onto the one sheet of paper in the size specified in Reduce/Enlarge. |

*Margin Top/Bottom***Purpose:**

To specify the value of the top and bottom margins.

Values:

| | |
|-----------------------------|---|
| 4 mm*/0.2 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

Margin Left/Right

Purpose:

To specify the value of the left and right margins.

Values:

| | |
|-----------------------------|---|
| 4 mm*/0.2 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

Margin Middle

Purpose:

To specify the value of the middle margin.

Values:

| | |
|-----------------------------|---|
| 0 mm*/0.0 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

Scan Defaults

To modify the defaults for the Scan menu.

Scan Defaults allows you to configure the following items in addition to the items under the Scan menu.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

Scan to Network

Purpose:

To store the scanned image on a network server or a computer.

Values:

| | |
|---------------------------|---|
| Computer(Network)* | Stores the scanned image on a computer using the Server Message Block (SMB) protocol. |
|---------------------------|---|

*File Format***Purpose:**

To specify the file format to save the scanned image.

Values:

| |
|----------------------|
| PDF |
| MultiPageTIFF |
| TIFF |
| JPEG |

*Color***Purpose:**

To specify whether to scan in color or black and white.

Values:

| | |
|--------------------------|---------------------------|
| Black & White | Scans in black and white. |
| Color* | Scans in color. |

*Color Button Set***Purpose:**

To specify the default background suppression level.

Values:

| | | |
|-----------------------|---------------------------|---|
| B&W Button | Black & White* | Sets whether to scan in black and white when Black & White is selected for a color mode. |
| | Grayscale | Sets whether to scan in gray scale when Black & White is selected for a color mode. |
| Color Button | Color* | Sets whether to scan in color when Color is selected for a color mode. |
| | Color(Photo) | Sets whether to scan in color (Photo) when Color is selected for a color mode. This is suitable for photographic images. |

Resolution

Purpose:

To specify the default scan resolution.

Values:

| |
|-----------------------|
| 200 × 200 dpi* |
| 300 × 300 dpi |
| 400 × 400 dpi |
| 600 × 600 dpi |

Document Size

Purpose:

To specify the default document size.

Values:*mm series*

| |
|------------------------------------|
| A4 - 210x297mm^{*1} |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Letter - 8.5x11" |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| Executive - 7.25x10.5" |

^{*1} The default for Document Size varies depending on country-specific factory default.

inch series

| |
|--------------------------------------|
| Letter - 8.5x11"^{*1} |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| A4 - 210x297mm |

| |
|-------------------------------|
| A5 - 148x210mm |
| B5 - 182x257mm |
| Executive - 7.25x10.5" |

*1 The default for Document Size varies depending on country-specific factory default.

Lighten/Darken

Purpose:

To set the default scan density level.

Values:

| | |
|-----------------|---|
| Lighter3 | Makes the scanned image lighter than the original. Works well with dark print. |
| Lighter2 | |
| Lighter1 | |
| Normal* | Works well with standard typed or printed documents. |
| Darker1 | Makes the scanned image darker than the original. Works well with light print or faint pencil markings. |
| Darker2 | |
| Darker3 | |

Sharpness

Purpose:

To set the default sharpness level.

Values:

| | |
|----------------|--|
| Sharper | Makes the scanned image sharper than the original. |
| Normal* | Does not make the scanned image sharper or softer than the original. |
| Softer | Makes the scanned image softer than the original. |

Contrast

Purpose:

To adjust the amount of colors to make the contrast of colors darker or lighter than the original.

Values:

| | |
|----------------|--|
| Higher | Adjusts the amount of colors to make the contrast of colors darker than the original. |
| Normal* | Does not adjust the amount of colors to make the contrast of colors darker or lighter than the original. |
| Lower | Adjusts the amount of colors to make the contrast of colors lighter than the original. |

*Auto Exposure***Purpose:**

To suppress the background of the original to enhance text on the scanned image.

Values:

| | |
|------------|---|
| Off | Does not suppress the background. |
| On* | Suppresses the background of the original to enhance text on the scanned image. |

*Auto Expo. Level***Purpose:**

To specify the default background suppression level.

Values:

| | |
|------------------|--|
| Normal* | Sets the background suppression level to Normal. |
| Higher(1) | Sets the background suppression level to Higher (1). |
| Higher(2) | Sets the background suppression level to Higher (2). |

*Margin Top/Bottom***Purpose:**

To specify the value of the top and bottom margins.

Values:

| | |
|-----------------------------|---|
| 2 mm*/0.1 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

*Margin Left/Right***Purpose:**

To specify the value of the left and right margins.

Values:

| | |
|-----------------------------|---|
| 2 mm*/0.1 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

*Margin Middle***Purpose:**

To specify the value of the middle margin.

Values:

| | |
|-----------------------------|---|
| 0 mm*/0.0 inch* | Specify the value in increments of 1 mm/0.1 inch. |
| 0-50 mm/0.0-2.0 inch | |

*TIFF File Format***Purpose:**

To specify the default TIFF file format.

Values:

| | |
|-----------------|---|
| TIFF V6* | Sets the default TIFF file format to TIFF V6. |
| TTN2 | Sets the default Tiff file format to TTN2. |

*Image Compression***Purpose:**

To specify the image compression level.

Values:

| | |
|----------------|---|
| Higher | Sets the image compression level to Higher . |
| Normal* | Sets the image compression level to Normal . |
| Lower | Sets the image compression level to Lower . |

Max Email Size**Purpose:**

To specify the maximum size of e-mail that can be sent, within the range of 50 K bytes to 16384 K bytes. The default is 2048 K bytes.

Fax Defaults**Purpose:**

To modify the defaults for the Fax menu.

Fax Defaults allows you to configure the following items in addition to the items under the Fax menu.

Note:

- The FAX service cannot be used unless you set up a country code under Region. If Region is not set up, a message Set the Country Code appears on the display.*
- Values marked by an asterisk (*) are the factory default menu settings.*

Resolution**Purpose:**

To specify the scan resolution to improve the output quality.

Values:

| | |
|-------------------|--|
| Standard* | Suitable for documents with normal sized characters. |
| Fine | Suitable for documents containing small characters or thin lines or documents printed using a dot-matrix printer. |
| Super Fine | Suitable for documents containing extremely fine detail. The Super Fine mode is enabled only if the remote machine also supports the Super Fine mode. See the notes below. |
| Photo | Suitable for documents containing photographic images. |

Note:

Faxes scanned in the Super Fine mode transmit at the highest resolution supported by the receiving device.

*Lighten/Darken***Purpose:**

To adjust the density to make the copy lighter or darker than the original.

Values:

| | |
|-----------------|---|
| Lighter3 | Works well with dark print. |
| Lighter2 | |
| Lighter1 | |
| Normal* | Works well with standard typed or printed documents. |
| Darker1 | Works well with light print or faint pencil markings. |
| Darker2 | |
| Darker3 | |

*Delayed Start***Purpose:**

This feature enables you to set a specific time for the fax transmission to start. Once Delayed Start mode is activated, your printer stores all of the documents to be faxed into its memory and sends them at the specified time. After faxing in the Delayed Start mode is complete, the data in the memory is cleared.

Values:

| | |
|---|---|
| 21:00*/9:00PM* | Specify the fax transmission start time when sending a fax at a specified time. |
| 0:00 – 23:59 / 1:00 – 12:59AM/PM | |

Note:

A maximum of 19 delayed fax jobs can be stored in this printer.

Print from USB Defaults

To modify the defaults for the Print from USB menu.

Print from USB Defaults allows you to configure the following items in addition to the items under the Print from USB menu.

Note:

Values marked by an asterisk (*) are the factory default menu settings.

Color

Purpose:

To specify whether to print in black and white or in color.

Values:

| | |
|--------------------------|----------------------------|
| Black & White | Prints in black and white. |
| Color* | Prints in color. |

Paper Supply

Purpose:

To specify the input tray.

Values:

| | |
|-------------------------|---|
| Tray 1* | The paper is fed from the standard 250-sheet tray. |
| Tray 2 | The paper is fed from the optional 250-sheet paper cassette unit. |
| Manual Feed Slot | The paper is fed from the single sheet feeder (SSF). |

Note:

Tray2 is available only when the optional 250-sheet paper cassette unit is installed.

Manual Feed Paper Size

Purpose:

To specify the paper size loaded in the SSF.

Values:*mm series*

| |
|---------------------------|
| A4 - 210x297mm *1 |
| A5 - 148x210mm |
| B5 - 182x257mm |
| Letter - 8.5x11" |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |

*1 The default for Manual Feed Paper Size varies depending on country-specific factory.

inch series

| |
|----------------------------|
| Letter - 8.5x11" *1 |
| US Folio - 8.5x13" |
| Legal - 8.5x14" |
| A4 - 210x297mm |
| A5 - 148x210mm |
| B5 - 182x257mm |

*1 The default for Manual Feed Paper Size varies depending on country-specific factory.

Note:

For more information on supported paper sizes, see "Usable Print Media" on page 88.

*Manual Feed Paper Type***Purpose:**

To specify the paper type loaded in the SSF.

Values:

| |
|-------------------|
| Plain* |
| Light Card |
| Heavy Card |

| |
|----------------------|
| Envelope |
| Letterhead |
| LW Gloss Card |
| HW Gloss Card |
| Hole Punched |
| Colored |
| Special |

*2-Sided***Purpose:**

To print on both sides of a sheet of paper.

Values:

| | |
|---------------------------|---|
| 1→1-Sided* | Prints on one side of a sheet of paper. |
| Long Edge Binding | Prints on both sides of a sheet of paper to be bound by long edge. |
| Short Edge Binding | Prints on both sides of a sheet of paper to be bound by short edge. |

*Layout***Purpose:**

To specify the output layout.

Values:

| | |
|-------------|--|
| 1Up* | Prints one page on one side of a sheet of paper. |
| 2Up | Prints two pages on one side of a sheet of paper. |
| 4Up | Prints four pages on one side of a sheet of paper. |

*PDF Password***Purpose:**

To enter the password when you print the secure PDF job.

Values:

| | |
|---------------------------|---|
| Enter PDF Password | Enter the password to print the secure PDF job. |
|---------------------------|---|

Tray Settings

Use the **Tray Settings** menu to define the print media loaded in the standard 250-sheet tray and the optional 250-sheet paper cassette unit.

Note:

Values marked by an asterisk () are the factory default menu settings.*

Tray 1

Purpose:

To specify the paper loaded in the standard 250-sheet tray.

Values:

| | | | |
|--------------------------------|----------------------------------|--------------------|---|
| Paper Size mm series | A4 - 210x297mm *1 | | |
| | A5 - 148x210mm | | |
| | B5 - 182x257mm | | |
| | Letter - 8.5x11" | | |
| | US Folio - 8.5x13" | | |
| | Legal - 8.5x14" | | |
| | Executive - 7.25x10.5" | | |
| | Monarch Env. - 3.9x7.5" | | |
| | Monarch Env. L - 7.5x3.9" | | |
| | DL Env. - 110x220mm | | |
| | DL Env. L - 220x110mm | | |
| | C5 Env. - 162x229mm | | |
| | #10 Env. - 4.1x9.5" | | |
| | New Custom Size | Portrait(Y) | 297 mm* |
| 127 - 355 mm | | | |
| Landscape(X) | | 210 mm* | Specifies the width of the custom size paper. |
| | | 77 - 215 mm | |

| | | | |
|----------------------|----------------------------------|---------------------|---|
| inch series | Letter - 8.5x11"*1 | | |
| | US Folio - 8.5x13" | | |
| | Legal - 8.5x14" | | |
| | A4 - 210x297mm | | |
| | A5 - 148x210mm | | |
| | B5 - 182x257mm | | |
| | Executive - 7.25x10.5" | | |
| | Monarch Env. - 3.9x7.5" | | |
| | Monarch Env. L - 7.5x3.9" | | |
| | DL Env. - 110x220mm | | |
| | DL Env. L - 220x110mm | | |
| | C5 Env. - 162x229mm | | |
| | #10 Env. - 4.1x9.5" | | |
| | New Custom Size | Portrait (Y) | 11.7 inch* |
| 5.0-14.0 inches | | | |
| Landscape (X) | | 8.3 inch* | Specifies the width of the custom size paper. |
| | | 3.0-8.5 inches | |

| | | |
|-----------------------|----------------------|---|
| Paper Type | Plain* | |
| | Light Card | |
| | Heavy Card | |
| | Envelope | |
| | Labels | |
| | Letterhead | |
| | LW Gloss Card | |
| | HW Gloss Card | |
| | Hole Punched | |
| | Colored | |
| | Special | |
| Display Screen | Off | Does not display a popup that prompts to set Paper Type and Paper Size when paper is loaded in the standard 250-sheet tray. |
| | On* | Displays a popup that prompts to set Paper Type and Paper Size when paper is loaded in the standard 250-sheet tray. |

*1 The default for Paper Size varies depending on country-specific factory default.

Note:

For more information on supported paper sizes, see also “Usable Print Media” on page 88.

Tray 2

Note:

Tray 2 feature is available only when the optional 250-sheet paper cassette unit is installed.

Purpose:

To specify the paper loaded in the optional 250-sheet paper cassette unit.

Values:

| | | |
|--------------------------------|-------------------------------|--|
| Paper Size mm series | A4 - 210x297mm *1 | |
| | A5 - 148x210mm | |
| | B5 - 182x257mm | |
| | Letter - 8.5x11" | |
| | US Folio - 8.5x13" | |
| | Legal - 8.5x14" | |
| | Executive - 7.25x10.5" | |
| inch series | Letter - 8.5x11" *1 | |
| | US Folio - 8.5x13" | |
| | Legal - 8.5x14" | |
| | A4 - 210x297mm | |
| | A5 - 148x210mm | |
| | B5 - 182x257mm | |
| | Executive - 7.25x10.5" | |
| Paper Type | Plain* | |
| | Letterhead | |
| | Hole Punched | |
| | Colored | |
| Display Screen | Off | Does not display a popup that prompts to set Paper Type and Paper Size when paper is loaded in the optional 250-sheet paper cassette unit. |
| | On* | Displays a popup that prompts to set Paper Type and Paper Size when paper is loaded in the optional 250-sheet paper cassette unit. |

*1 The default for **Paper Size** varies depending on country-specific factory default.

Note:

For more information on supported paper sizes, see also "Usable Print Media" on page 88.

Panel Language

Purpose:

To determine the language of the text on the operator panel screen.




Values:

| |
|---------------------|
| English |
| Français |
| Italiano |
| Deutsch |
| Español |
| Nederlands |
| Português |
| Русский |
| Türkçe |
| Traditional Chinese |
| Korean |

Panel Lock Function

This feature prevents unauthorized users from changing settings made by the administrator. However, you can select settings for individual print jobs using the print driver.

Enabling the Panel Lock

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Secure Settings, and then press the  button.
4. Select Panel Lock, and then press the  button.

5. Select **Panel Lock Set**, and then press the **OK** button.
6. Select **Enable**, and then press the **OK** button.
7. Enter the new password, and then press the **OK** button.
8. Re-enter the password to confirm the password that you entered, and then press the **OK** button.

Note:

- ❑ *The factory-default panel password is 0000.*
- ❑ *Be sure to remember the password. The procedure described below allows you to reset the password, but the settings for Address Book and Phone Book are cleared.*
- ❑ *Turn off the printer. Then, while holding the **System** button, turn on the printer.*
- ❑ *If you change the password while Panel Lock Set is Enable, perform steps 1 to 2. Enter the current password, and then press the **OK** button. Perform steps 3 to 4. Select **Change Password**, and then press the **OK** button. Enter the current password, and then press the **OK** button. Perform steps 7 and 8. This will change the password.*







Disabling the Panel Lock

1. Press the **System** button.
2. Select **Admin Menu**, and then press the **OK** button.
3. Enter the password, and then press the **OK** button.
4. Select **Secure Settings**, and then press the **OK** button.
5. Select **Panel Lock**, and then press the **OK** button.
6. Select **Panel Lock Set**, and then press the **OK** button.
7. Select **Disable**, and then press the **OK** button.
8. Enter the current password, and then press the **OK** button.

Limiting Access to Copy, Fax, Scan, and Print from USB Operations





Enabling the Copy Lock, Fax Lock, Scan Lock, and Print from USB Lock options limits access to copy, fax, scan, and print from USB operations by requiring a password to be entered before copying, scanning, faxing, or printing.

Taking Fax Lock as an example, the following procedure explains how to enable or disable the option. Use the same procedure to enable or disable Copy Lock, Scan Lock, or Print from USB Lock.

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Secure Settings, and then press the  button.
4. Select Panel Lock, and then press the  button twice.
5. Select Enable, and then press the  button.
6. Enter the password using the numeric keypad and then press the  button.
7. Re-enter the password, and then press the  button.

Note:






The default password is 0000.

8. Press the  (**Back**) button twice.
9. Select Service Lock, and then press the  button.
10. Select FAX, and then press the  button.
11. Select one of the following option, and then press the  button.
 - Unlocked
 - Locked
 - Password Locked
 - Color Pass. Locked (available only for Copy Lock and Print from USB Lock)


Setting the Power Saver Timer Option

You can set the power saver timer for the printer. The printer switches to the Power Saver mode after the specified time.

To set the power saver timer:






1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select System Settings, and then press the  button.
4. Select Power Saver Timer, and then press the  button.
5. Select Low Power Timer or Sleep Timer, and then press the  button.
6. Press the ▼ or ▲ button or enter the desired value using the number keypad, and then press the  button.

You can select from 3–60 minutes for Low Power Timer or 1–6 minutes for Sleep Timer.

7. To return to the previous screen, press the  (**Back**) button.

Resetting to Factory Defaults

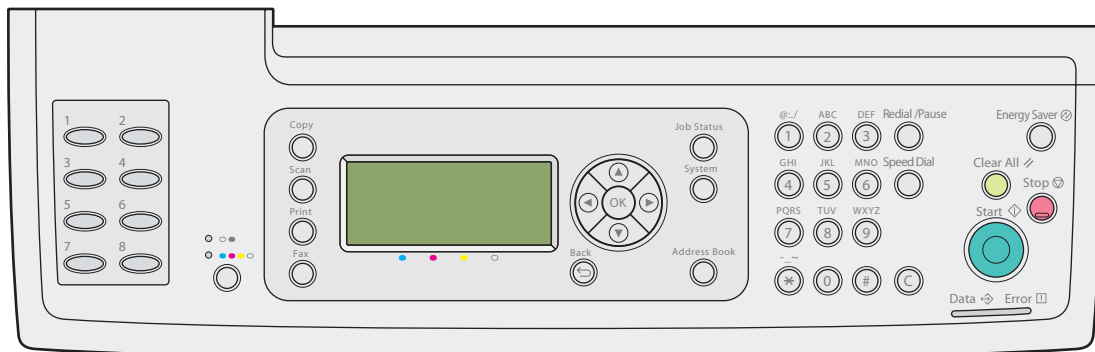
After executing Initialize NVM and rebooting the printer, all the menu parameters or data are reset to their default values.

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Maintenance, and then press the  button.
4. Select Initialize NVM, and then press the  button.
5. Select the desired setting, and then press the  button.
6. Select Yes, and then press the  button.

The printer restarts automatically to apply the settings.


Using the Numeric Keypad to Enter Characters

As you perform various tasks, you may need to enter names and numbers. For example, when you set up your printer, you enter your name or your company name and telephone number. When you store speed or group dial numbers, you may also need to enter the corresponding names.



- ❑ When prompted to enter a letter, press the appropriate button until the correct letter appears on the display.

For example, to enter the letter O, press **6**.

- Each time you press **6**, the display shows a different letter, m, n, o, M, N, O and finally E.
- To enter additional letters, repeat the first step.
- Press the  button when you are finished.

Keypad Letters and Numbers

| Key | Assigned Numbers, Letters or Characters |
|-----|--|
| 1 | 1 @ . _ - (space) \ & () ! " # \$ % ' ~ ^ ` ; : ? , + * / = [] { } < > |
| 2 | a b c A B C 2 |
| 3 | d e f D E F 3 |
| 4 | g h i G H I 4 |

| Key | Assigned Numbers, Letters or Characters |
|-----|---|
| 5 | jkIJKL5 |
| 6 | mnoMNO6 |
| 7 | pqrPQRS7 |
| 8 | tuvTUV8 |
| 9 | wxyzWXYZ9 |
| 0 | 0 |
| * | @ . _ - |
| # | (space) \ & () |

Changing Numbers or Names

If you make a mistake while entering a number or name, press the **Clear All** button to delete the last digit or character. Then enter the correct number or character.

Chapter 10

Troubleshooting

Clearing Jams

Careful selection of appropriate print media and proper loading allow you to avoid most jams.

See Also:

- ❑ “About Print Media” on page 86
- ❑ “Supported Print Media” on page 88

Note:

Before buying large quantities of any print media, it is recommended that you try a sample first.

Avoiding Jams

- ❑ Use only recommended print media.
- ❑ See “Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit” on page 92 and “Loading Print Media in the Single Sheet Feeder (SSF)” on page 97 to load print media properly.
- ❑ Do not overload the print media sources. Ensure that the print media stack height does not exceed the maximum height indicated by the load-line labels in the tray.
- ❑ Do not load wrinkled, creased, damp, or curled print media.
- ❑ Flex, fan, and straighten print media before you load it. If a jam occurs with print media, try feeding one sheet at a time through the single sheet feeder (SSF).
- ❑ Do not use print media that you have cut or trimmed.
- ❑ Do not mix print media sizes, weights, or types in the same print media source.
- ❑ Ensure that the recommended print side is face up when you load the print media in the standard 250-sheet tray and the optional 250-sheet paper cassette unit. Also, the recommended print side should be face down when you use the SSF.
- ❑ Keep print media stored in an acceptable environment.
- ❑ Do not remove the feeding tray during a print job.

- ❑ Push the tray in firmly after loading.
- ❑ Ensure that all cables that connect to the printer are correctly attached.
- ❑ Overtightening the guides may cause jams.
- ❑ Wipe the feed roll in the tray or SSF with a cloth that is slightly dampened with water if jams caused by misfeeding paper occur frequently.

See Also:

- ❑ “About Print Media” on page 86
- ❑ “Supported Print Media” on page 88

Identifying the Location of Paper Jams



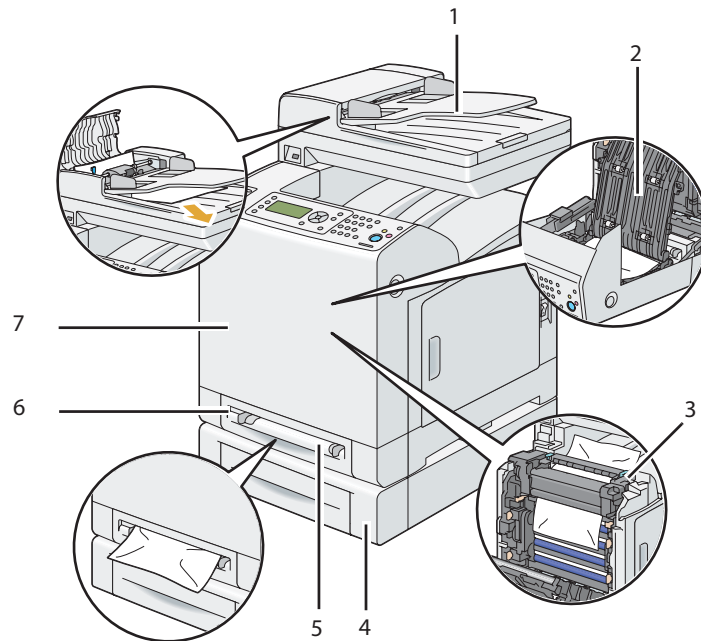
Caution:

Do not attempt to remove a paper jammed deeply inside the product, particularly a paper wrapped around a Fuser Unit or a heat roller. Otherwise, it may cause injuries or burns. Switch off the product promptly and contact your local Epson representative.

Important:

Do not attempt to clear any jams using tools or instruments. This may permanently damage the printer.

The following illustration shows where paper jams may occur along the print media path.



| | |
|---|--|
| 1 | Automatic Document Feeder (ADF) |
| 2 | Optional Duplex Unit |
| 3 | Fuser Unit |
| 4 | Optional 250-Sheet Paper Cassette Unit |
| 5 | Single Sheet Feeder (SSF) |
| 6 | Standard 250-Sheet Tray |
| 7 | Front Cover |

Clearing Paper Jams From the ADF

When a document jams while it passes through the ADF, remove the jam in the following procedure.

Note:

To prevent document jams, use the document glass for thick, thin, or mixed documents.

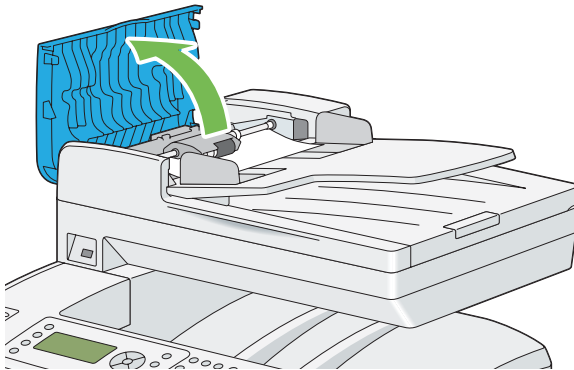
Important:

Protect the drums of the drum cartridge against bright light. If the front cover remains open for more than 5 minutes, print quality may deteriorate.

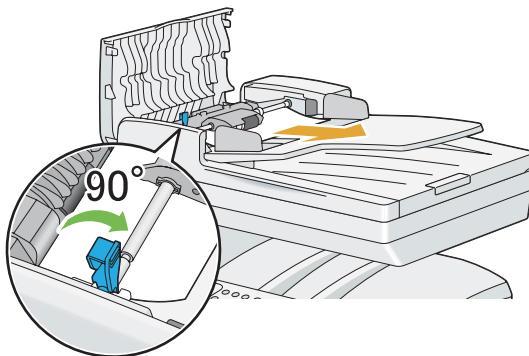
1. Remove the remaining documents from the ADF.

If the document is jammed in the paper feed area:

- a. Open the ADF cover.

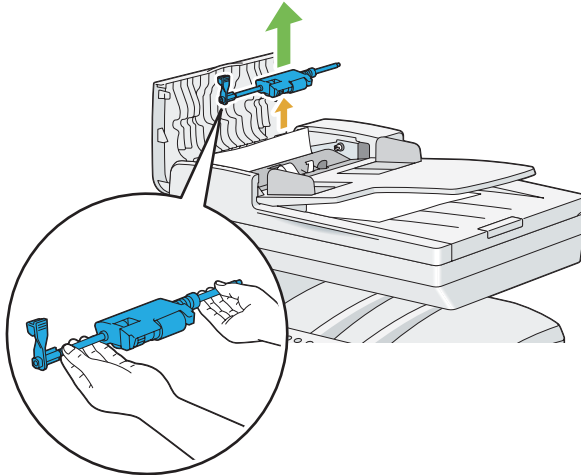


- b. Lift the release lever 90 degrees and remove the jammed document by carefully pulling the document in the direction of the arrow shown in the following illustration.

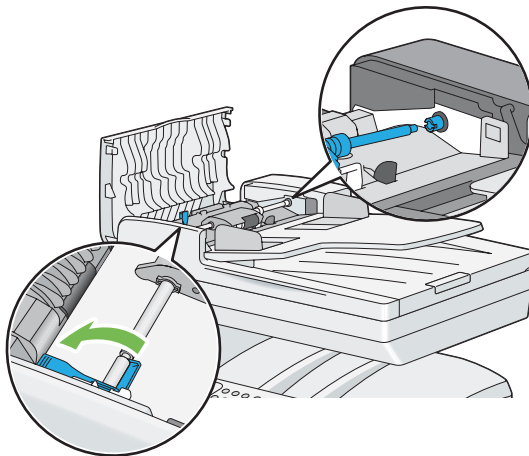


If you find it difficult to pull the document:

- c Remove the ADF pickup module and remove the document by gently pulling the document in the direction of the arrow shown in the following illustration.

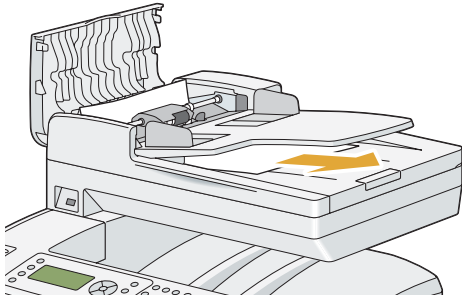


- d Insert the ADF pickup module and press down the release lever.

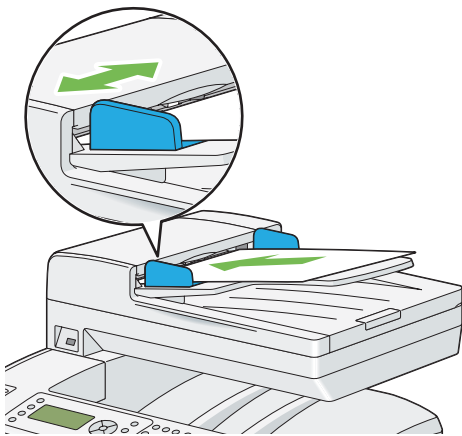


If the document is jammed in the paper exit area:

- e Remove the jammed document from the document output tray.



- f Close the ADF cover, and then load the documents back into the document feeder tray.

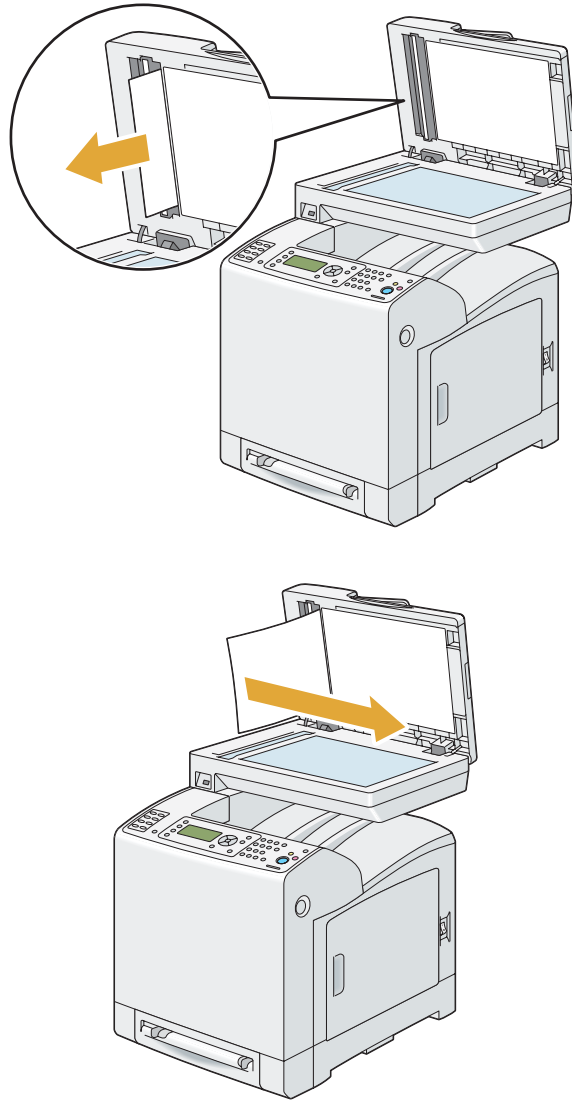


Note:

Ensure that you adjust the document guides before printing a Legal-size document.

2. If you cannot remove the jammed document from the document output tray or cannot find any jammed document there, open the document cover.

3. Remove the document from the ADF feed roller or the feed area by carefully pulling the document in the direction of the arrow shown in the following illustration.



4. Close the document cover, and then load the documents back into the document feeder tray.

Clearing Paper Jams From the SSF

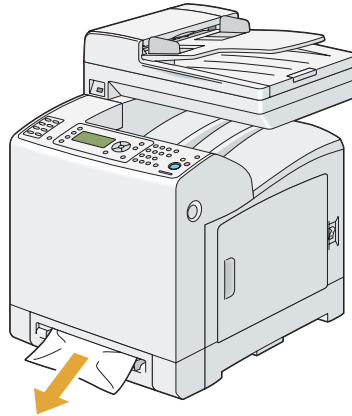
Important:

Protect the drums of the drum cartridge against bright light. If the front cover remains open for more than 5 minutes, print quality may deteriorate.

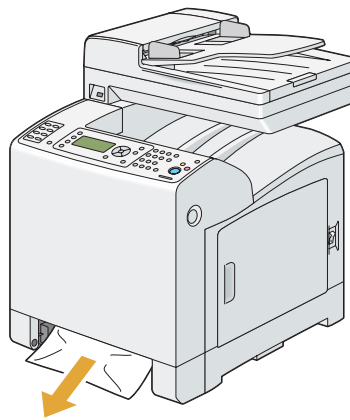
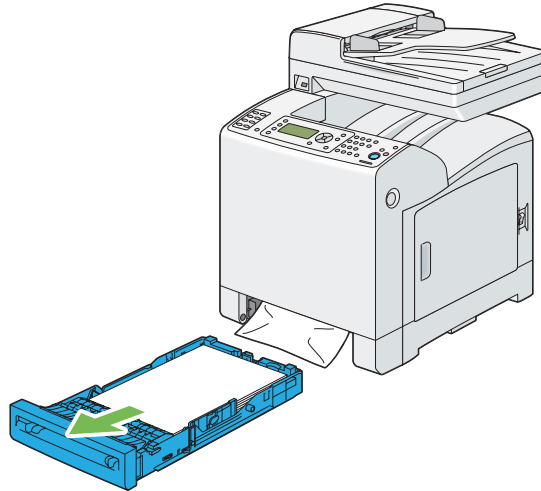
Note:

To resolve the error displayed on the LCD panel, you must clear all print media from the print media path.

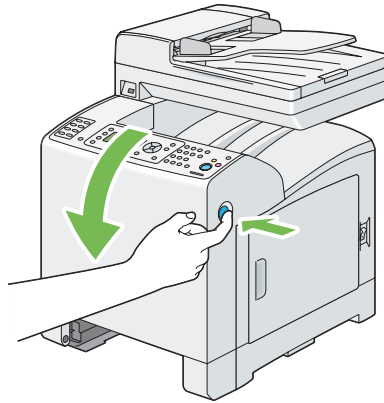
1. Pull the jammed paper out of the SSF. If you cannot remove the jammed paper or cannot find any jammed paper there, go to the next step to remove the jammed paper from the inside of the printer.



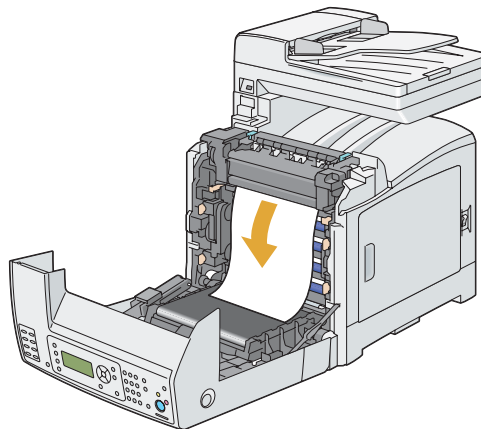
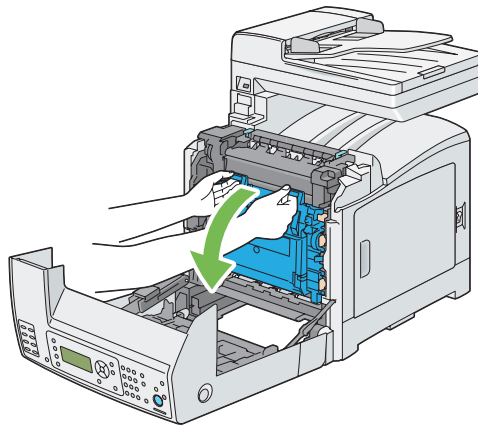
2. Remove the standard 250-sheet tray from the printer, and then pull out the jammed paper remaining inside the printer. If you cannot remove the jammed paper or cannot find any jammed paper there, go to the next step to remove the jammed paper from the inside of the printer.



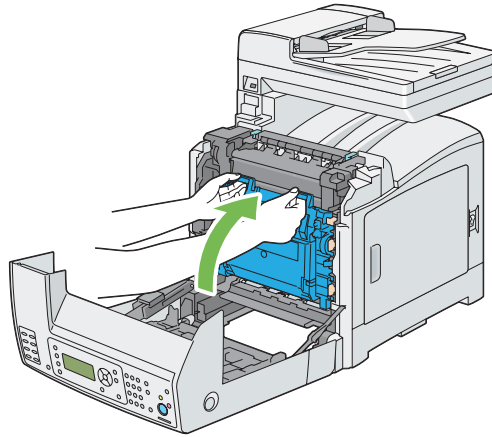
3. Push the side button to open the front cover.



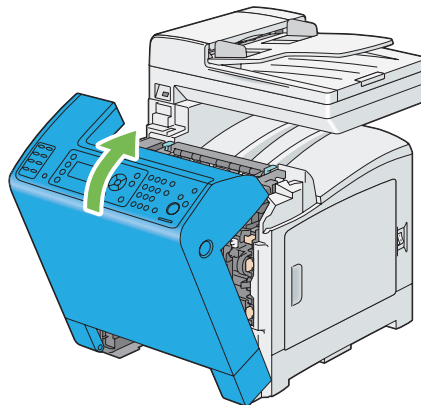
4. Open the belt unit until it stops and remove the jammed paper. Confirm that there are no scraps of paper remaining inside the printer.



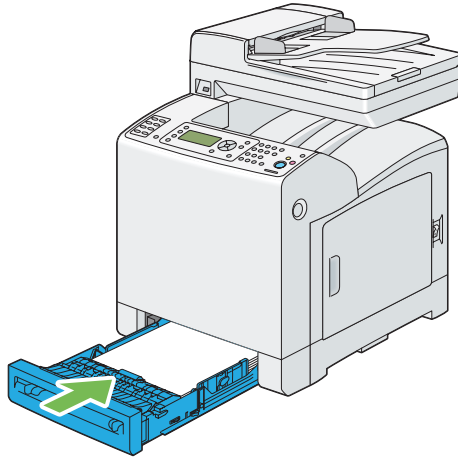
5. Close the belt unit, and push at the top of the unit until it clicks.



6. Close the front cover.



7. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Clearing Paper Jams From the Standard 250-Sheet Tray

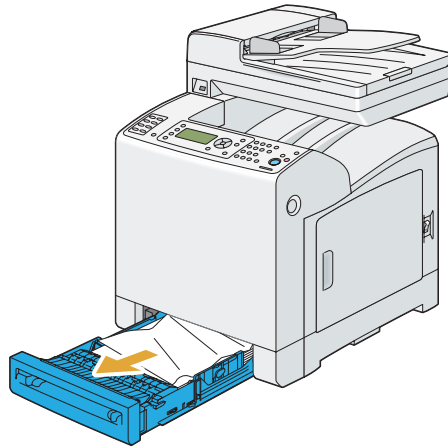
Important:

Protect the drums of the drum cartridge against bright light. If the front cover remains open for more than 5 minutes, print quality may deteriorate.

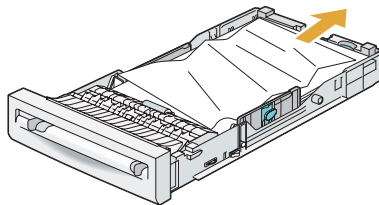
Note:

To resolve the error displayed on the LCD panel, you must clear all print media from the print media path.

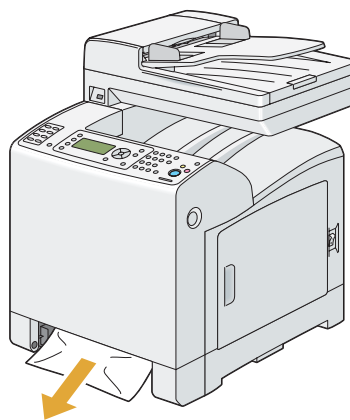
1. Pull the standard 250-sheet tray out of the printer carefully. Hold the tray with both hands, lift the front slightly, and remove it from the printer.



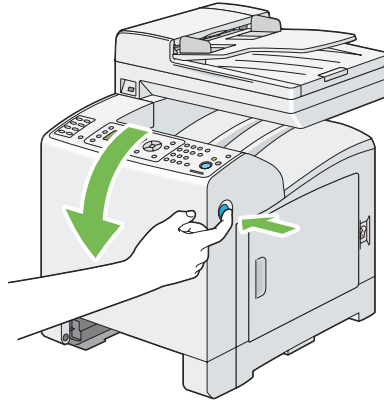
2. Remove all the jammed and/or creased paper from the tray.



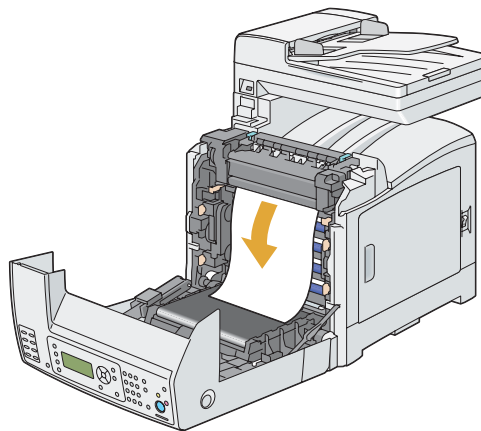
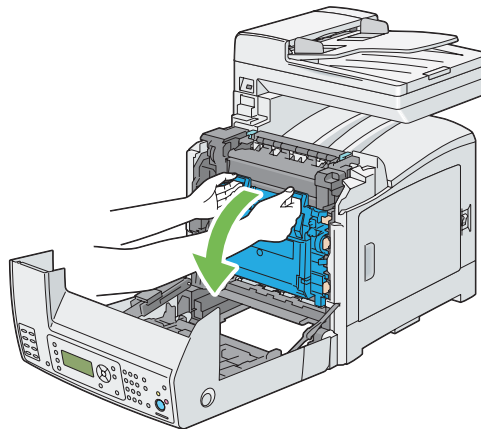
3. Pull the jammed paper out carefully to avoid tearing it. If you cannot remove the paper, go to the next step to remove the jammed paper from the inside of the printer.



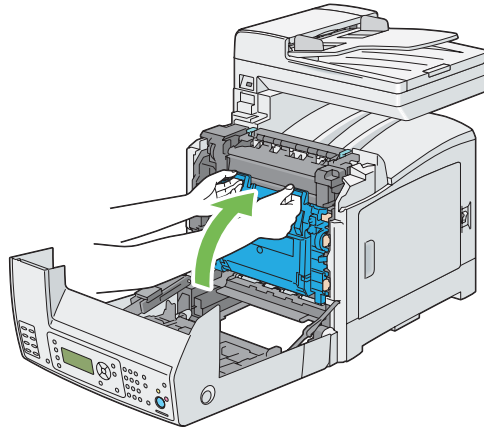
4. Push the side button to open the front cover.



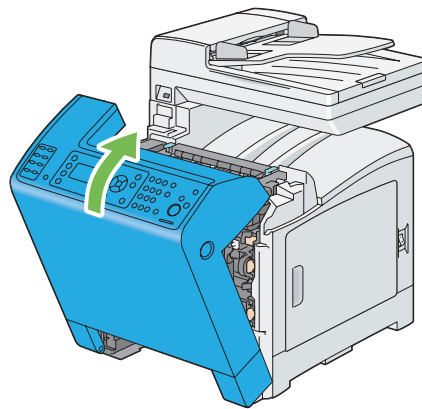
5. Open the belt unit until it stops and remove the jammed paper. Confirm that there are no scraps of paper remaining inside the printer.



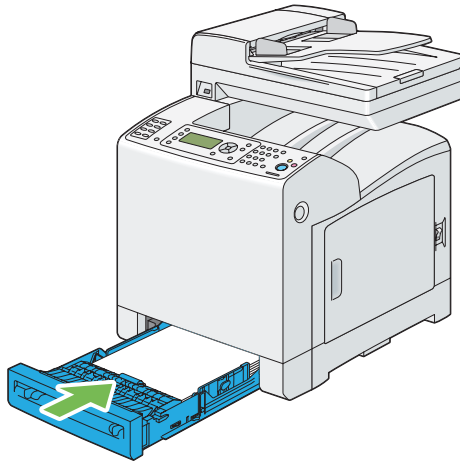
6. Close the belt unit, and push at the top of the unit until it clicks.



7. Close the front cover.



8. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Clearing Paper Jams From the Fuser Unit

Important:

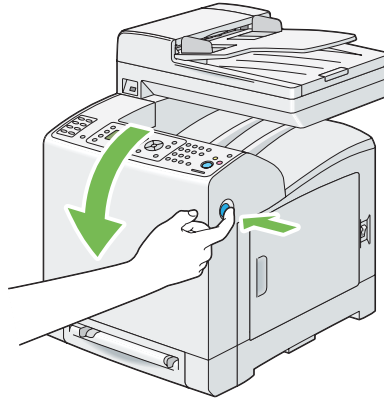
- Ensure nothing touches or scratches the surface (black-colored film) of the belt unit. Scratches, dirt, or oil from your hands on the film of the belt unit may reduce print quality.*
- Protect the drums of the drum cartridge against bright light. If the front cover remains open for more than 5 minutes, print quality may deteriorate.*

Note:

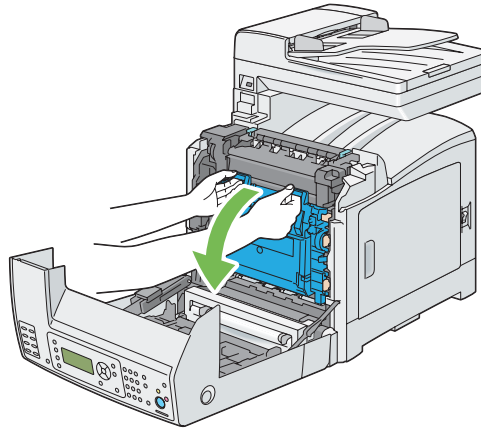
To resolve the error displayed on the LCD panel, you must clear all print media from the print media path.

1. Turn off the printer and wait for 40 minutes.

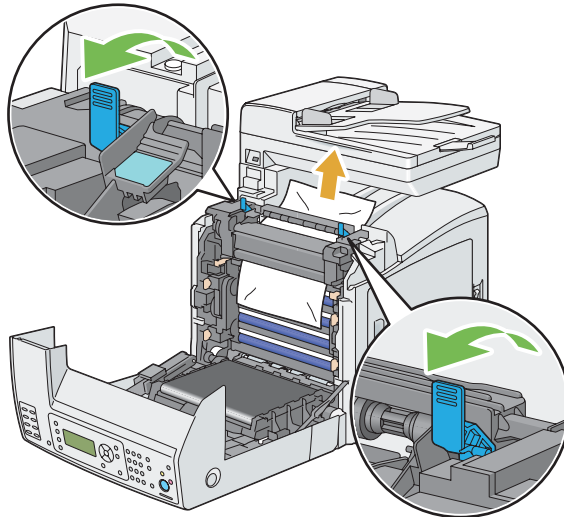
2. Push the side button to open the front cover.



3. Open the belt unit.

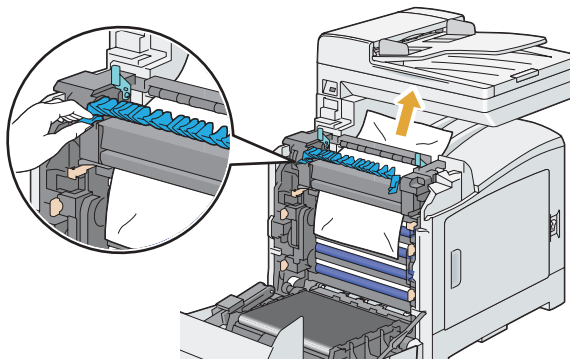


4. Lift the levers at both ends of the fuser unit, and remove the jammed paper. If you are still unable to remove the paper, go to the next step.

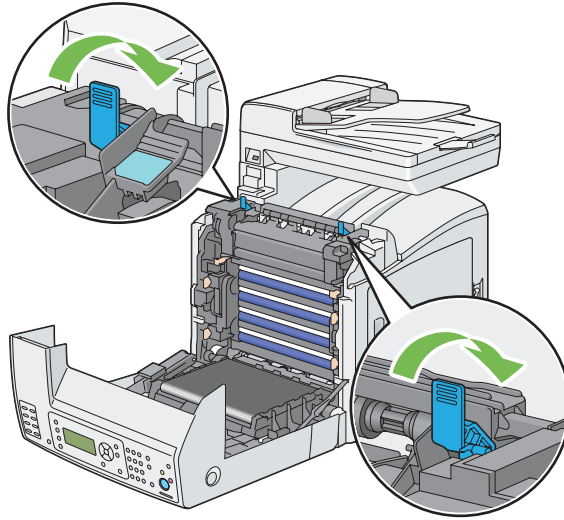
**Caution:**

The fuser unit is hot. Do not touch it, doing so may cause burns.

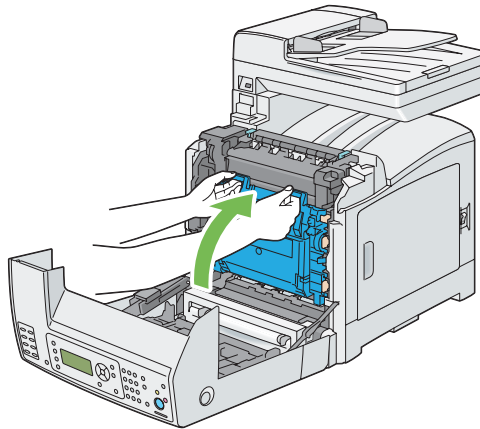
5. Open the cover of the fuser unit and remove the jammed paper.



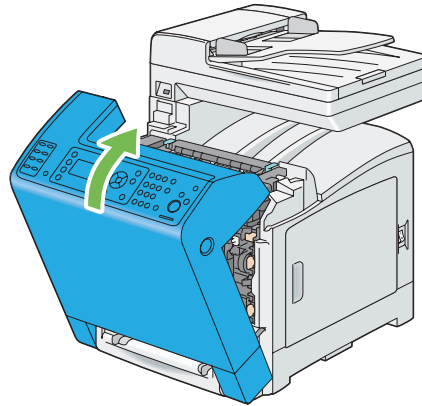
6. Close the cover of the fuser unit and press down the levers at both ends of the fuser unit.



7. Confirm that there are no scraps of paper remaining inside the printer, and then close the belt unit.



8. Close the front cover.

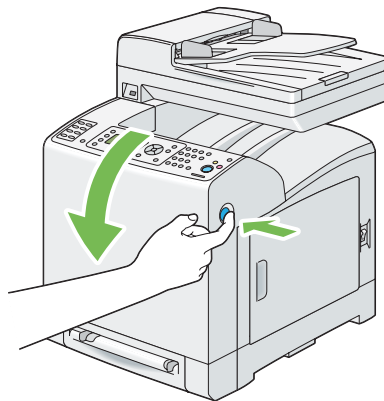


Clearing Paper Jams From the Optional Duplex Unit

Note:

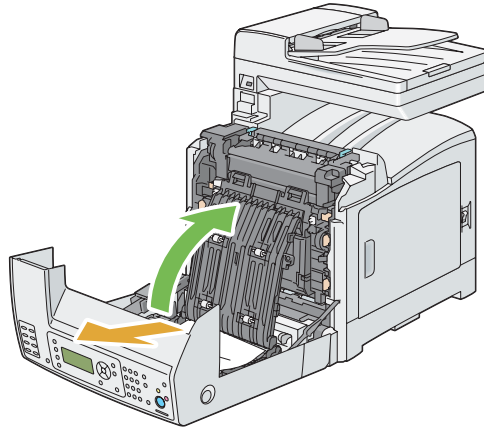
To resolve the error displayed on the LCD panel, you must clear all print media from the print media path.

1. Push the side button to open the front cover.

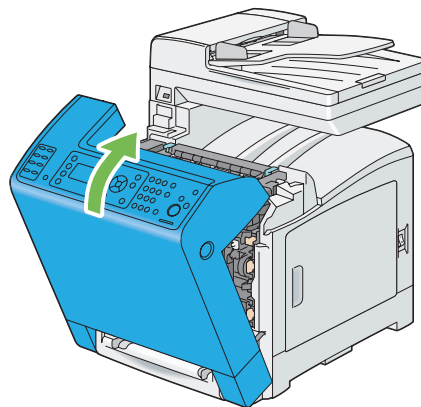


2. Open the cover of the optional duplex unit.

3. Remove the jammed paper from the optional duplex unit.



4. Close the cover of the optional duplex unit.
5. Close the front cover.



Clearing Paper Jams From the Optional 250-Sheet Paper Cassette Unit

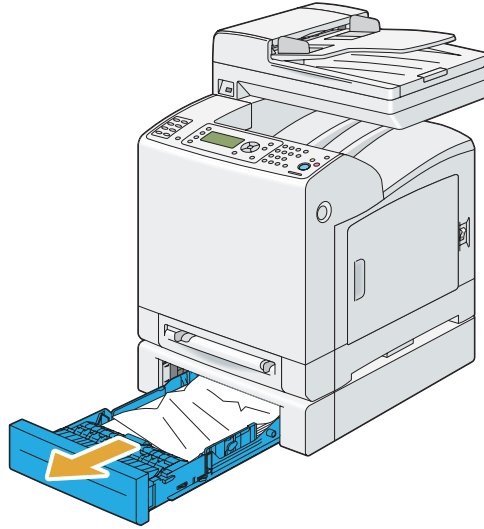
Note:

To resolve the error displayed on the LCD panel, you must clear all print media from the print media path.

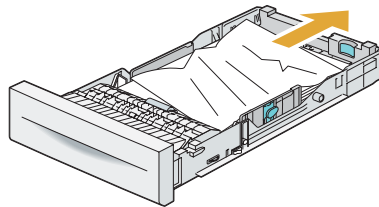
1. Pull the optional 250-sheet paper cassette unit out of the printer carefully. Hold the cassette unit with both hands, and remove it from the printer.

Note:

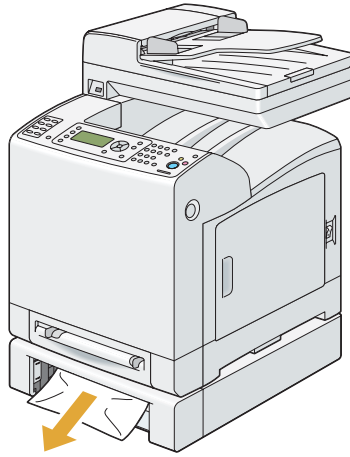
Paper in the optional 250-sheet paper cassette unit feeds to the printer from the front of the standard 250-sheet tray, therefore paper jammed in the standard 250-sheet tray can block the optional 250-sheet paper cassette unit in the printer, preventing you from opening it. Look for the jammed paper sequentially, starting with the optional 250-sheet paper cassette unit.



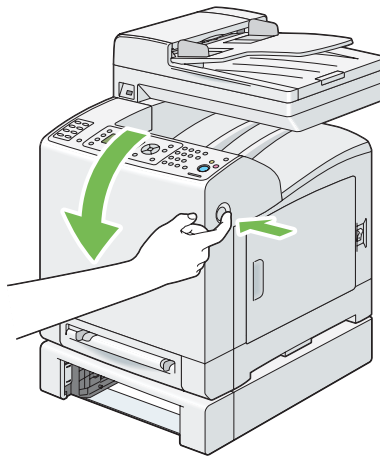
2. Remove all jammed and/or creased paper from the cassette unit.



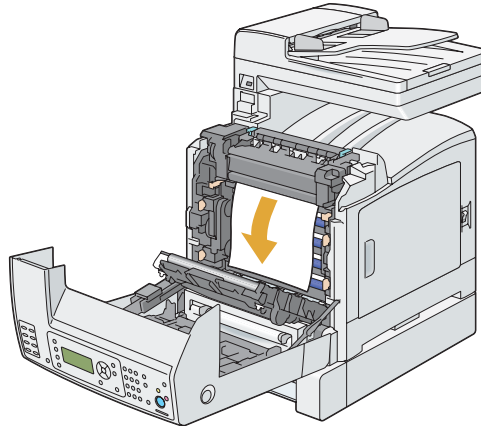
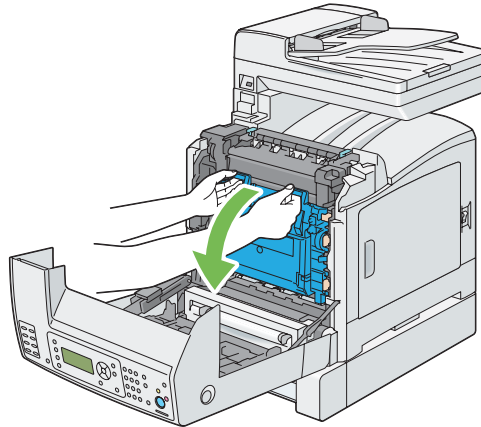
3. Pull the jammed paper out carefully to avoid tearing it. If you cannot remove the paper, go to the next step to remove the jammed paper from the inside of the printer.



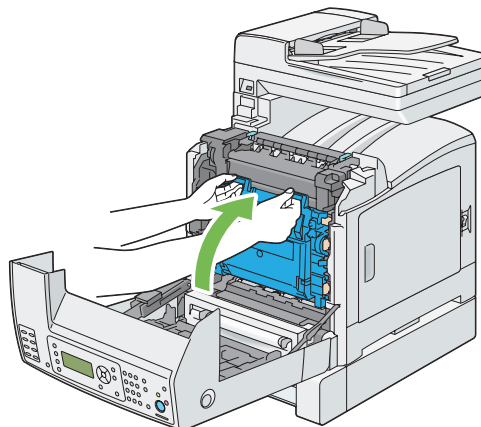
4. Push the side button to open the front cover.



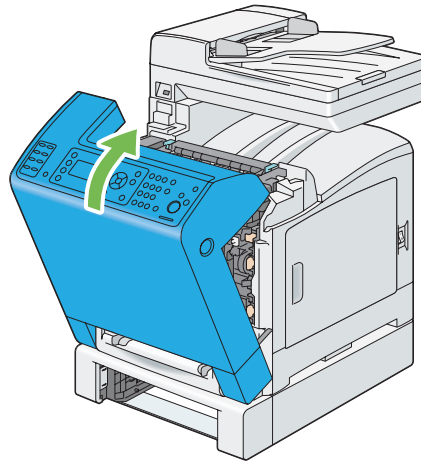
5. Open the belt unit until it stops and remove the jammed paper. Confirm that there are no scraps of paper remaining inside the printer.



6. Close the belt unit, and push at the top of the unit until it clicks.



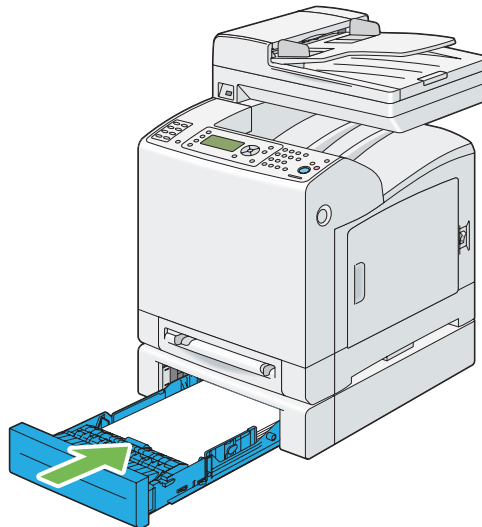
7. Close the front cover.



Note:

If the paper jam message is not cleared after you close the front cover, pull out the standard 250-sheet tray and check if there is a jammed paper in the opening of the tray.

8. Insert the optional 250-sheet paper cassette unit into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Jam Problems

Standard 250-Sheet Tray Misfeed Jam

| Problem | Action |
|--|--|
| Print media misfeeds occur in the standard 250-sheet tray. | Ensure that the standard 250-sheet tray is properly inserted. If the problem persists, verify that the correct print media is being used. |
| | Verify that the correct print media is being used. See Also: "Usable Print Media" on page 88 If not, use the print media recommended for the printer. If the problem persists, ensure that the print media is not damp. |
| | Ensure that the print media is not curled. If the problem persists, fan the print media. |
| | Ensure that the print media is not damp. If the print media is damp, turn over the print media. If the problem persists, use print media that is not damp. If the print media is not damp, fan the print media. |
| | Fan the print media. If the problem persists, wipe the feed roll in the standard 250-sheet tray with a cloth moistened with water. |
| | Wipe the feed roll in the standard 250-sheet tray with a cloth moistened with water. If the problem persists, replace the drum cartridge if you have a spare cartridge. |
| | Replace the drum cartridge if you have a spare cartridge. If the problem persists, contact the Epson local representative office or an authorised dealer. |

SSF Misfeed Jam

| Problem | Action |
|--|--|
| Print media misfeeds occur in the SSF. | Ensure that the SSF is properly inserted. If the problem persists, verify that the correct print media is being used. |
| | Verify that the correct print media is being used. See Also: "Usable Print Media" on page 88 If not, use the print media recommended for the printer. If the problem persists, ensure that the print media is not damp. |
| | Ensure that the print media is not curled. If the problem persists, fan the print media. |
| | Ensure that the print media is not damp. If the print media is damp, turn over the print media. If the problem persists, use print media that is not damp. If the print media is not damp, fan the print media. |
| | Fan the print media. If the problem persists, wipe the feed roll in the SSF with a cloth moistened with water. |
| | Wipe the feed roll in the SSF with a cloth moistened with water. If the problem persists, replace the drum cartridge if you have a spare cartridge. |
| | Replace the drum cartridge if you have a spare cartridge. If the problem persists, contact the Epson local representative office or an authorised dealer. |

Optional 250-Sheet Paper Cassette Unit Misfeed Jam

| Problem | Action |
|---|--|
| Print media misfeeds occur in the optional 250-sheet paper cassette unit. | <p>Ensure that the optional 250-sheet paper cassette unit is properly inserted.</p> <p>If the problem persists, ensure that the side cover is closed.</p> |
| | <p>Ensure that the side cover is closed.</p> <p>If the problem persists, verify that the correct print media is being used.</p> |
| | <p>Verify that the correct print media is being used.</p> <p>See Also: "Usable Print Media" on page 88</p> <p>If not, use the print media recommended for the printer.</p> <p>If the problem persists, ensure that the print media is not damp.</p> |
| | <p>Ensure that the print media is not curled.</p> <p>If the problem persists, fan the print media.</p> |
| | <p>Ensure that the print media is not damp.</p> <p>If the print media is damp, turn over the print media.</p> <p>If the problem persists, use print media that is not damp.</p> <p>If the print media is not damp, fan the print media.</p> |
| | <p>Fan the print media.</p> <p>If the problem persists, wipe the feed roll in the optional 250-sheet paper cassette unit with a cloth moistened with water.</p> |
| | <p>Wipe the feed roll in the optional 250-sheet paper cassette unit with a cloth moistened with water.</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Regi Jam (Exit Sensor On JAM)

| Problem | Action |
|---------------------------------------|--|
| Regi jam (Exit Sensor On JAM) occurs. | Ensure that the drum cartridge is installed correctly. If the problem persists, replace the drum cartridge if you have a spare cartridge as instructed in "Replacing the Drum Cartridge" on page 403. |
| | Replace the drum cartridge if you have a spare cartridge as instructed in "Replacing the Drum Cartridge" on page 403. If the problem persists, contact the Epson local representative office or an authorised dealer. |

Exit Jam (Exit Sensor Off JAM)

| Problem | Action |
|--|--|
| Exit jam (Exit Sensor Off JAM) occurs. | Ensure that the fuser unit is installed correctly. Replace the fuser unit. If the problem persists, contact the Epson local representative office or an authorised dealer. |

Standard 250-Sheet Tray/Optional 250-Sheet Paper Cassette Unit Multi-feed Jam

| Problem | Action |
|--|---|
| Print media multiple feeds occur in the standard 250-sheet tray or optional 250-sheet paper cassette unit. | Ensure that the tray is properly inserted. If using coated paper, load coated paper one sheet at a time. If using other type of print media, use print media that is not dump. |
| | Load coated paper one sheet at a time. If the problem persists, fan the print media. |
| | Use print media that is not dump. If the problem persists, fan the print media. |
| | Fan the print media. If the problem persists, wipe the feed roll in the tray where the multifeed occurred with a cloth moistened with water. |
| | Wipe the feed roll in the tray where the multifeed occurred with a cloth moistened with water. If the problem persists, contact the Epson local representative office or an authorised dealer. |

SSF Multi-feed Jam

| Problem | Action |
|--|---|
| Print media multiple feeds occur in the SSF. | Ensure that the media type you are using. If using coated paper, load coated paper one sheet at a time. If using other type of print media, use print media that is not dump. |
| | Load coated paper one sheet at a time. If the problem persists, fan the print media. |
| | Use print media that is not dump. If the problem persists, fan the print media. |
| | Fan the print media. If the problem persists, wipe the feed roll in the tray where the multifeed occurred with a cloth moistened with water. |
| | Wipe the feed roll in the tray where the multifeed occurred with a cloth moistened with water. If the problem persists, contact the Epson local representative office or an authorised dealer. |

Basic Printer Problems

Some printer problems can be easily resolved. If a problem occurs with your printer, check each of the following:

- The power cord is connected to the printer, and to a properly grounded electrical outlet.
- The printer is turned on.
- The electrical outlet is not turned off at any switch or breaker.
- Other electrical equipment plugged into the outlet is working.
- The additional memory module is properly installed.

If you have checked all of the above and still have a problem, turn off the printer, wait for 10 seconds, and then turn on the printer. This often fixes the problem.

Display Problems

| Problem | Action |
|--|--|
| After the printer is turned on, the display on the LCD panel is blank, keeps showing Please wait... , or the back light is not lit. | Turn off the printer, wait for 10 seconds, and turn on the printer. Self Test Message appears on the LCD panel. When the test is completed, Ready is displayed. |
| Menu settings changed from the operator panel have no effect. | Settings in the software program, the print driver, or the printer utilities have precedence over the settings made on the operator panel. |

Printing Problems

| Problem | Action |
|--|--|
| Job did not print or incorrect characters printed. | Ensure that the top menu appears on the LCD panel before you send a job to print. Press the System button to return to the top menu. |
| | Ensure that the print media is loaded in the printer. Press the System button to return to the top menu. |
| | Verify that the printer is using the correct page description language (PDL). |
| | Verify that you are using the correct print driver. |
| | Ensure that the correct USB or Ethernet cable is securely connected to the printer. |
| | Verify that the correct print media size is selected. |
| | If you are using a print spooler, verify that the spooler has not stalled. |
| | Check the printer's interface from the Admin Menu. Determine the host interface you are using. Print a panel settings page to verify that the current interface settings are correct. |

| Problem | Action |
|---|--|
| Print media misfeeds or multiple feeds occur in the standard 250-sheet tray or SSF. | Ensure that the print media you are using meets the specifications for your printer. See Also: "Usable Print Media" on page 88 |
| | Fan the print media before loading it in the standard 250-sheet tray. |
| | Ensure that the print media is loaded correctly. |
| | Ensure that the width and length guides of the print media sources are adjusted correctly. |
| | Ensure that the standard 250-sheet tray is securely inserted. |
| | Do not overload the tray. |
| | Do not force print media into the SSF when you load it; otherwise, it may skew or buckle. |
| | Ensure that the print media is not curled. |
| | Face the recommended print side up or down appropriately for the type of print media you are using. See Also: "Loading Print Media" on page 91 |
| | Turn the print media over or around and try printing again to see if feeding improves. |
| | Do not mix print media types. |
| | Do not mix reams of print media. |
| | Remove the top and bottom curled sheets of a ream before loading the print media. |
| | Load print media only when the tray is empty. |
| Wipe the feed roll in the standard 250-sheet tray or SSF with a cloth moistened with water. Replace the feed roll. | |
| The envelope is creased after printed. | Make sure that the envelope is loaded in the standard 250-sheet tray or SSF as instructed in "Loading Envelope in the Standard 250-Sheet Tray" on page 94 or "Loading Envelope in the Single Sheet Feeder (SSF)" on page 98. |
| Page breaks in unexpected places. | Increase the value for the time-out on the operator panel or EpsonNet Config. |
| Print media does not stack neatly in the output bin. | Turn the print media stack over in the tray. |

| Problem | Action |
|--|------------------------------------|
| Cannot print from the standard 250-sheet tray because the print media in the tray is curled. | Load the print media into the SSF. |

Print Quality Problems

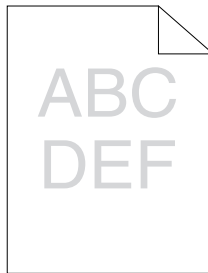
Note:

In this section, some procedures use the operator panel or EpsonNet Config.

See Also:

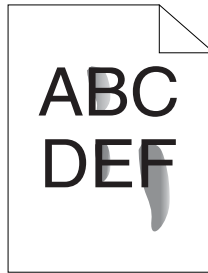
- “Understanding the Printer Menus” on page 227
- “EpsonNet Config” on page 52

The Output Is Too Light



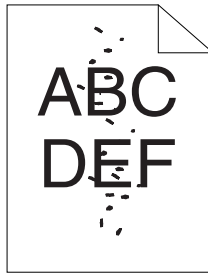
| Problem | Action |
|--------------------------|---|
| The output is too light. | <p>The toner cartridges may be low or need to be replaced. Confirm the amount of toner in each toner cartridge.</p> <ol style="list-style-type: none"> 1. Check the toner level in the Printer Status window. 2. Replace the toner cartridges as necessary. <p>If the problem persists, disable Draft Mode in the print driver.</p> |
| | <p>Disable Draft Mode in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <ol style="list-style-type: none"> 1. On the Advanced Settings tab, ensure that the Draft Mode check box is not selected. <p>If the problem persists, try changing the Paper Type setting in the print driver.</p> |
| | <p>The print media surface may be uneven. Try changing the Paper Type setting in the print driver. For example, change the plain paper to heavy using a PCL 6 driver.</p> <ol style="list-style-type: none"> 1. On the Paper / Output tab, change the Paper Type setting. <p>If the problem persists, verify that the correct print media is being used.</p> |
| | <p>Verify that the correct print media is being used.</p> <p>See Also: “Usable Print Media” on page 88</p> <p>If not, use the print media recommended for the printer.</p> <p>If the problem persists, ensure that the eight yellow ribbons are correctly removed from the drum cartridge.</p> |
| | <p>Ensure that the eight yellow ribbons are correctly removed from the drum cartridge.</p> |
| | <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> “Installing a Toner Cartridge” on page 401 <input type="checkbox"/> “Installing the Drum Cartridge” on page 407 <p>If not, remove the ribbons.</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> “Replacing the Drum Cartridge” on page 403 <input type="checkbox"/> “Installing the Drum Cartridge” on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Toner Smears or Print Comes Off



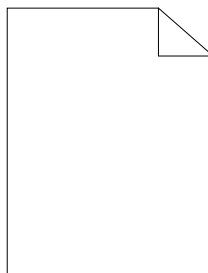
| Problem | Action |
|----------------------------------|---|
| Toner smears or print comes off. | <p>The print media surface may be uneven. Try changing the Paper Type setting in the print driver. For example, change the plain paper to heavy using a PCL 6 driver.</p> <ol style="list-style-type: none"> 1. On the Paper / Output tab, change the Paper Type setting. <p>If the problem persists, verify that the correct print media is being used.</p> |
| | <p>Verify that the correct print media is being used.</p> <p>See Also: "Usable Print Media" on page 88</p> <p>If not, use the print media recommended for the printer.</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Replace the drum cartridge if you have a spare cartridge.</p> <ol style="list-style-type: none"> 1. Replace the drum cartridge. <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <ol style="list-style-type: none"> 2. After you replace the drum cartridge, test print your document again. <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Random Spots/Blurred Images



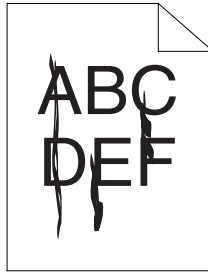
| Problem | Action |
|---|---|
| <p>The printed result has random spots or is blurred.</p> | <p>Ensure that the toner cartridges are installed correctly.</p> <p>See Also: "Installing a Toner Cartridge" on page 401</p> <p>If the problem persists, ensure that the drum cartridge is installed correctly.</p> |
| | <p>Ensure that the drum cartridge is installed correctly.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

The Entire Output Is Blank



| Problem | Action |
|-----------------------------|---|
| The entire output is blank. | <p>The toner cartridges may be low or need to be replaced. Confirm the amount of toner in each toner cartridge.</p> <ol style="list-style-type: none"> 1. Check the toner level in the Printer Status window. 2. Replace the toner cartridges as necessary. <p>If the problem persists, disable Draft Mode in the print driver.</p> |
| | <p>Disable Draft Mode in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <ol style="list-style-type: none"> 1. On the Advanced Settings tab, ensure that the Draft Mode check box is not selected. <p>If the problem persists, try changing the Paper Type setting in the print driver.</p> |
| | <p>The print media surface may be uneven. Try changing the Paper Type setting in the print driver. For example, change the plain paper to heavy using the PCL 6 driver.</p> <ol style="list-style-type: none"> 1. On the Paper / Output tab, change the Paper Type setting. <p>If the problem persists, verify that the correct print media is being used.</p> |
| | <p>Verify that the correct print media is being used.</p> <p>See Also: “Usable Print Media” on page 88</p> <p>If not, use the print media recommended for the printer.</p> <p>If the problem persists, ensure that the eight yellow ribbons are correctly removed from the drum cartridge.</p> |
| | <p>Ensure that the eight yellow ribbons are correctly removed from the drum cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> “Installing a Toner Cartridge” on page 401 <input type="checkbox"/> “Installing the Drum Cartridge” on page 407 <p>If not, remove the ribbons.</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> “Replacing the Drum Cartridge” on page 403 <input type="checkbox"/> “Installing the Drum Cartridge” on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Streaks Appear on the Output



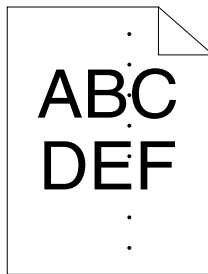
| Problem | Action |
|-------------------------------|---|
| Streaks appear on the output. | <p>The toner cartridges may be low or need to be replaced. Confirm the amount of toner in each toner cartridge.</p> <ol style="list-style-type: none"> 1. Check the toner level in the Printer Status window. 2. Replace the toner cartridges as necessary. <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Part or the Entire Output Is Black



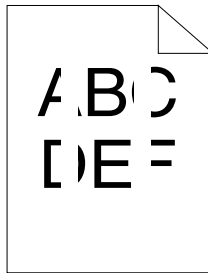
| Problem | Action |
|-------------------------------------|---|
| Part or the entire output is black. | <p>Ensure Output Color is set to Color in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <p>1. On the Image Options tab, ensure that the Output Color is set to Color.</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> <hr/> <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Pitched Color Dots



| Problem | Action |
|--|---|
| The printed result has pitched color dots. | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Vertical Blanks

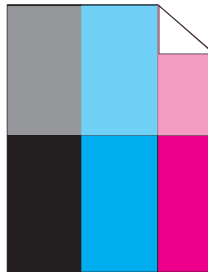


| Problem | Action |
|--|---|
| <p>The printed result has vertical blanks.</p> | <p>Ensure the light path is not covered.</p> <ol style="list-style-type: none"> 1. Remove the drum cartridge, and keep it in the dark place. <p>See Also: "Replacing the Drum Cartridge" on page 403</p> <ol style="list-style-type: none"> 2. Check the light path, and then remove the shielding. 3. Re-install the drum cartridge. <p>See Also: "Installing the Drum Cartridge" on page 407</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Mottle

| Problem | Action |
|--|---|
| The printed result has mottled appearance. | <p>Verify that the print media recommended for the printer is being used.</p> <p>If you use non-recommended print media, use the print media recommended for the printer.</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |
| | <p>Adjust the transfer bias.</p> <ol style="list-style-type: none"> 1. On the operator panel, press the System button and select Admin Menu — Maintenance — Adjust BTR. 2. Adjust the setting for the type of print media being used. <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Ghosting



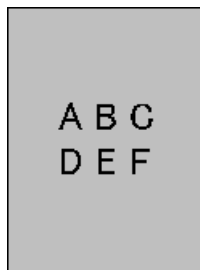
| Problem | Action |
|----------------------------------|--|
| The printed result has ghosting. | <p>If the type of the ghosting is positive ghost: Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |
| | <p>If the type of the ghosting is negative ghost: Verify that the print media recommended for the printer is being used.</p> <p>If you are using non-recommended print media, use the print media recommended for the printer.</p> <p>If the problem is solved, adjust the transfer bias.</p> <p>If the problem persists, replace the drum cartridge if you have a spare cartridge.</p> |
| | <p>Adjust the transfer bias.</p> <ol style="list-style-type: none"> 1. On the operator panel, press the System button and select Admin Menu — Maintenance — Adjust BTR. 2. Adjust the setting for the type of print media being used. <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Light-Induced Fatigue



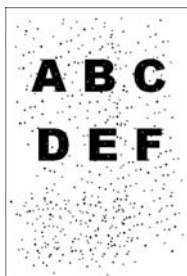
| Problem | Action |
|---|---|
| The printed result has light-induced fatigue pattern. | Replace the drum cartridge if you have a spare cartridge. See Also: <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 If the problem persists, contact the Epson local representative office or an authorised dealer. |

Fog



| Problem | Action |
|------------------------------|---|
| The printed result is foggy. | Replace the drum cartridge if you have a spare cartridge. See Also: <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 If the problem persists, contact the Epson local representative office or an authorised dealer. |

Bead-Carry-Out (BCO)



| Problem | Action |
|------------------------------------|--|
| Bead-Carry-Out (BCO) is happening. | <p>Replace the drum cartridge if you have a spare cartridge.</p> <p>See Also:</p> <ul style="list-style-type: none"><input type="checkbox"/> "Replacing the Drum Cartridge" on page 403<input type="checkbox"/> "Installing the Drum Cartridge" on page 407 <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Jagged Characters



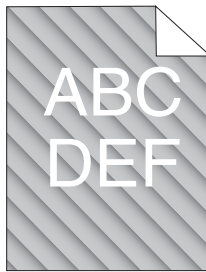
| Problem | Action |
|---|---|
| The printed result has jagged characters. | <p>Set Screen to Fineness in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <p>1. On the Advanced Settings tab, set Screen under Items: to Fineness.</p> <p>If the problem persists, set Image Quality to High Quality in the print driver.</p> |
| | <p>Set Image Quality to High Quality in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <p>1. On the Image Options tab, select High Quality from Image Quality.</p> <p>If the problem persists, enable Bitmap Smoothing in the print driver.</p> |
| | <p>Enable Bitmap Smoothing in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <p>1. On the Advanced Settings tab, set Bitmap Smoothing under Items: to On.</p> <p>If the problem persists, enable Bitmap Text Smoothing in the print driver.</p> |
| | <p>Enable Bitmap Text Smoothing in the print driver. The following procedure uses the PCL 6 driver as an example.</p> <p>1. On the Advanced Settings tab, set Bitmap Text Smoothing under Items: to On.</p> <p>If the problem persists, check whether or not the downloaded font you are using is recommended.</p> |
| | <p>If using a downloaded font, ensure that the font is recommended for the printer, operating system, and the application being used.</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Banding



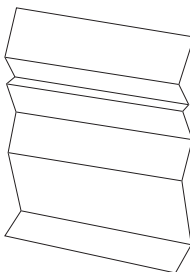
| Problem | Action |
|---------------------------------|---|
| The printed result has banding. | Replace the drum cartridge if you have a spare cartridge. See Also: <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 If the problem persists, contact the Epson local representative office or an authorised dealer. |

Auger Mark



| Problem | Action |
|------------------------------------|---|
| The printed result has auger mark. | Replace the drum cartridge if you have a spare cartridge. See Also: <ul style="list-style-type: none"> <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 If the problem persists, contact the Epson local representative office or an authorised dealer. |

Wrinkled/Stained Paper



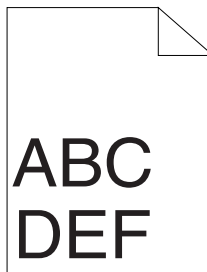
| Problem | Action |
|--|--|
| <p>The output is wrinkled.</p> <p>The output is stained.</p> | <p>Verify that the correct print media is being used.</p> <p>If excessive wrinkles occur, use paper or other media from a new package.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Usable Print Media" on page 88 <input type="checkbox"/> "About Print Media" on page 86 <p>If not, use the print media recommended for the printer.</p> <p>If the problem with printing on an envelope persists, check the wrinkle of the envelope.</p> <p>If the problem with printing on a print media other than envelopes persists, contact the Epson local representative office or an authorised dealer.</p> |
| | <p>Check whether the wrinkle of the four edges of the envelope is within 30 mm.</p> <p>If the wrinkle of the four edges of the envelope is within 30 mm, this type of wrinkle is considered normal. Your printer is not at fault.</p> <p>If not, take following actions:</p> <ul style="list-style-type: none"> <input type="checkbox"/> If the envelope is 220 mm or longer (C5 or Com-10), load the envelope in the standard 250-sheet tray in the short edge feed orientation with the flap closed and print side up. <input type="checkbox"/> If the envelope is shorter than 220 mm (Monarch or DL), load the envelope in the standard 250-sheet tray in the short edge feed orientation with the flap closed and print side up, or in the long edge feed orientation with the flap open and print side up. |
| | <p>Load the envelopes in the standard 250-sheet tray in the short edge feed orientation with the flap closed and print side up.</p> <p>See Also:</p> <p>"Loading Envelope in the Standard 250-Sheet Tray" on page 94</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |
| | <p>Load the envelopes in the standard 250-sheet tray in the long edge feed orientation with the flap open and print side up.</p> <p>See Also:</p> <p>"Monarch or DL" on page 95</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Damage on the Leading Edge of Paper



| Problem | Action |
|--|---|
| The output is damaged on its leading edge. | <p>When using the SSF, reverse the paper and then try again.</p> <p>If the problem persists, change the paper with another one and then try again.</p> <p>When using the standard 250-sheet tray or optional 250-sheet paper cassette unit, change the paper and then try again.</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |
| | <p>Change the paper with another one and then try again.</p> <p>If the problem persists, use the standard 250-sheet tray or optional 250-sheet paper cassette unit in place of the SSF.</p> |
| | <p>Use the standard 250-sheet tray or optional 250-sheet paper cassette unit in place of the SSF.</p> <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

The Top and Side Margins Are Incorrect



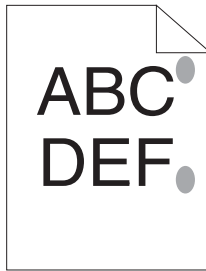
| Problem | Action |
|---|---|
| The top and side margins are incorrect. | Ensure that the margins are set correctly on the application being used. If the problem persists, contact the Epson local representative office or an authorised dealer. |

Color Registration Is out of Alignment



| Problem | Action |
|---|---|
| Color registration is out of alignment. | Execute auto color registration adjustment. 1. On the operator panel, press the System button and select Admin Menu — Maintenance — Adjust ColorResi — Auto Adjust — Yes. If the problem persists, check whether or not you have a spare drum cartridge. |
| | Check whether or not you have a spare drum cartridge. If you have a spare drum cartridge, replace the drum cartridge. If you do not have a spare drum cartridge, contact the Epson local representative office or an authorised dealer. |
| | Replace the drum cartridge if you have a spare cartridge. See Also: <input type="checkbox"/> "Replacing the Drum Cartridge" on page 403 <input type="checkbox"/> "Installing the Drum Cartridge" on page 407 If the problem persists, contact the Epson local representative office or an authorised dealer. |

Protrudent/Bumpy Paper

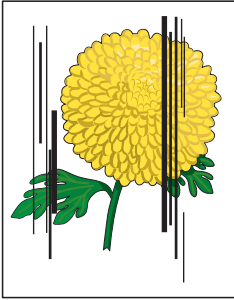


| Problem | Action |
|---------------------------------------|--|
| Printed surface got protrudent/bumpy. | <p>Clean up the fuser unit.</p> <ol style="list-style-type: none"> 1. Load one sheet of paper on the SSF, and then print a solid image all over paper. 2. Load the printed sheet with the side to be printed on facing down, and then print a blank sheet of paper. <p>If the problem persists, contact the Epson local representative office or an authorised dealer.</p> |

Copy Problem

| Problem | Action |
|--|---|
| A document loaded in the ADF cannot be copied. | Ensure that the ADF cover is firmly closed. |
| | Ensure that the release lever is properly positioned. |

Copy Quality Problems

| Problem | Action |
|--|--|
| <p>There are lines or streaks in copies made from the ADF.</p>  | <p>There is debris on the ADF glass. When scanning, the paper from the ADF passes over the debris creating lines or streaks.</p> <p>Clean the ADF glass with a lint free cloth.</p> <p>See Also: "Cleaning the Scanner" on page 385</p> |
| <p>There are spots in copies taken from the document glass.</p> | <p>There is debris on the document glass. When scanning, the debris creates a spot on the image.</p> <p>Clean the document glass with a lint free cloth.</p> <p>See Also: "Cleaning the Scanner" on page 385</p> |
| <p>The reverse side of the original is showing on the copy.</p> | <p>Use the Lighten option on the Copy menu.</p> <p>For information on making the image lighter, see "Lighten/Darken" on page 140.</p> |
| <p>Light colors are washed out or white on the copy.</p> | <p>On the Copy menu, disable Auto Exposure.</p> <p>For information on turning Auto Exposure on and off, see "Auto Exposure" on page 142.</p> |
| <p>Image is too light or dark.</p> | <p>Use the Lighten/Darken option on the Copy menu.</p> <p>For information on making the image lighter or darker, see "Lighten/Darken" on page 140.</p> |

Note:

If the problem continues even though you have taken suggested actions described above, contact the Epson local representative office or an authorised dealer.






Adjusting Color Registration

This section describes how to adjust the color registration when you first install the printer or after moving it to a new location.

Performing Auto Adjust






Auto Adjust allows you to correct the color registration automatically.

The Operator Panel

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Maintenance, and then press the  button.
4. Select Adjust ColorResi, and then press the  button.
5. Select Auto Adjust, and then press the  button.
6. Select Yes, and then press the  button.

Auto adjust is performed.

Printing the Color Registration Chart

1. Press the **System** button.
2. Select Admin Menu, and then press the  button.
3. Select Maintenance, and then press the  button.
4. Select Adjust ColorResi, and then press the  button.
5. Select Color Resi Chart, and then press the  button.
6. Select Yes, and then press the  button.

The color registration chart is printed.

Determining Values

On the color registration chart, there are two types of charts: Chart 1 (fast scan) and Chart 2 (slow scan).

The Chart 1 is used to adjust the color registration for the fast scan direction, which is vertical to paper feed direction. The Chart 2 is used to adjust the color registration for the slow scan direction, which is horizontal to paper feed direction.

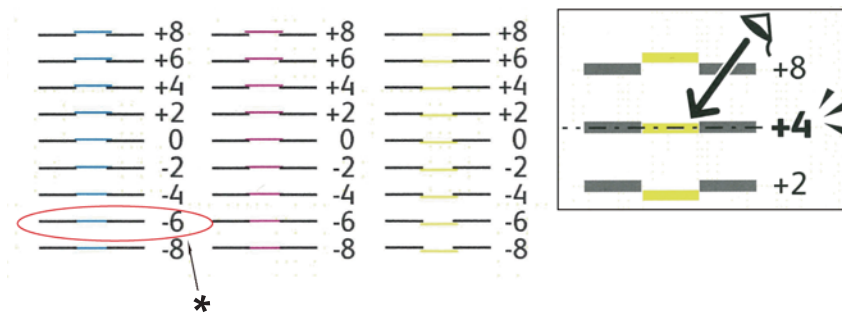
The following sections explain how to determine the adjustment values for the fast scan and the slow scan using Chart 1 and Chart 2.

Fast Scan

On the Chart 1 of the color registration chart, find the straightest lines where the two black lines and the colored line are most closely aligned for each color (**Y**, **M**, and **C**). If you find the straightest line, make a note of the value (-9 to +9) indicated by the straightest line for each color.

When the value is **0** for each color, you do not need to adjust the color registration for the fast scan.

When the value is not **0**, enter the value using the procedure in “Entering Values” on page 357.



* Straightest line

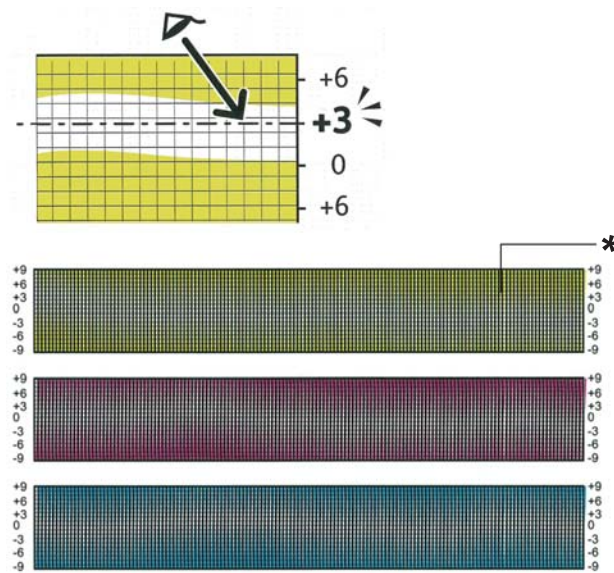
Slow Scan

On the Chart 2 of the color registration chart, find the medium line within the range of white area for each color pattern (**Y**, **M**, and **C**). If you find the medium line, make a note of the value (-9 to +9) indicated by the medium line for each color.

When the value is **0** for each color, you do not need to adjust the color registration for the slow scan.

When the value is not **0**, enter the value using the procedure in “Entering Values” on page 357.

Entering Values



* Lattice pattern

Using the operator panel, enter the values found in the color registration chart to make adjustments.

1. Press the **System** button.
2. Select Admin Menu, and then press the **OK** button.
3. Select Maintenance, and then press the **OK** button.
4. Select Adjust ColorResi, and then press the **OK** button.
5. Select Enter Number, and then press the **OK** button.
6. Ensure that LY=, LM=, and LC= appear.
7. Press the ▲ or ▼ button to specify the values for LY, LM, and LC.

Note:


To move the cursor to the next value, press the ► button.

8. Press the **OK** button.

9. Ensure that RY=, RM=, and RC= appear.
10. Press the ▲ or ▼ button to specify the values for RY, RM, and RC.




Note:

To move the cursor to the next value, press the ► button.

11. Press the  button.
12. Ensure that PY=, PM=, and PC= appear.
13. Press the ▲ or ▼ button to specify the values for PY, PM, and PC.

Note:

To move the cursor to the next value, press the ► button.


14. Press the  button.
15. Select Color Resi Chart, and then press the  button.
16. Select Yes, and then press the  button.

The color registration chart is printed with the new values.

If the straightest line is not at the value of 0, adjust the values again. Checking the charts before and after the adjustments will help you to determine the values to enter.

After printing the color registration chart, do not turn off the printer until the printer motor has stopped running.

Note:

If  is not next to the straightest lines, determine the values and adjust the printer again.

Fax Problems

| Problem | Action |
|--|--|
| The printer is not working, there is no display and the buttons are not working. | Unplug the power cord and plug it in again. |
| | Ensure that there is power to the electrical receptacle. |

| Problem | Action |
|---|--|
| No dial tone sounds. | Check that the phone line is connected properly. See Also: "Connecting the Telephone Line" on page 190 |
| | Check that the phone socket in the wall is working by plugging in another phone. |
| The numbers stored in the memory do not dial correctly. | Ensure that the numbers are stored in the memory correctly. |
| | Print an Address Book list. |
| The document does not feed into the printer. | Ensure that the document is not wrinkled and you are putting it in correctly. Check that the document is of the right size, not too thick or thin. |
| | Ensure that the ADF cover is firmly closed. |
| Faxes are not received automatically. | The Fax mode should be selected. |
| | Ensure that there is paper in the paper tray. |
| | Check to see if the display shows Memory Full . |
| | If the time interval specified for the following features is too long, change the time interval shorter such as 30 seconds. <ul style="list-style-type: none"> <input type="checkbox"/> Auto Answer Fax <input type="checkbox"/> Auto Ans. TEL/FAX <input type="checkbox"/> Auto Ans. Ans/FAX |
| The printer does not send faxes. | Sending should show up on the display. |
| | Check the other fax machine you are sending to, to see if it can receive your fax. |
| | Check the dialing type for Tone or Pulse. |
| | Ensure that the document is loaded in the ADF or on the document glass. |
| The incoming fax has blank spaces or is received in poor quality. | Check your printer by making a copy. |
| | The toner cartridge may be end of its service life. Replace the toner cartridge. |
| | See Also: "Replacing Toner Cartridges" on page 398 |
| | A noisy phone line can cause line errors. Set the fax modem speed to a slower speed. |
| Some of the words on an incoming fax are stretched. | The fax machine sending you the fax had a temporary document jam. |

| Problem | Action |
|---|---|
| There are lines on the documents you send. | <p>Check your scan glass for marks and clean it.</p> <p>See Also: "Cleaning the Scanner" on page 385</p> |
| The printer dials a number, but the connection with another fax machine fails. | <p>The other fax machine may be turned off, out of paper, or cannot answer incoming calls. Speak with the other machine operator and ask her/him to sort out the problem.</p> |
| Documents are not stored in the memory. | <p>There may not be enough memory to store the document. If the display shows a Memory Full message, delete any documents you no longer need from the memory and then restore the document, or wait for the job in progress (e.g., a fax transmission or reception) to complete.</p> |
| Blank areas appear at the bottom of each page or on other pages, with a small strip of text at the top. | <p>You may have chosen the wrong paper settings in the user option setting.</p> <p>See Also: "Supported Print Media" on page 88</p> |
| The printer will not send or receive faxes. | <p>Ensure that the country code is set correctly under System — Admin Menu — Fax Settings — Region.</p> |
| | <p>Check the dialing type for Tone or Pulse.</p> |
| | <p>Check that the cables are connected properly.</p> |
| | <p>If the telephone line cord is connected to the printer via any device such as an answering machine and a computer, remove the device and directly connect the telephone line cord to the printer.</p> |
| An error often occurs during a fax transmission or reception. | <p>Reduce the modem speed under System — Admin Menu — Fax Settings — Modem Speed.</p> |
| The printer receive faxes, but it does not print. | <p>Check the toner level.</p> |
| | <p>Ensure that there is paper in the paper tray.</p> |
| | <p>Ensure that Sent Fax Fwd is set to off.</p> |
| | <p>Ensure that Junk Fax Filter is set to off.</p> |
| | <p>Ensure that SecureReceiveSet is set to disabled.</p> |
| | <p>Execute Initialize NVM.</p> |

Scanning Problems

| Problem | Action |
|--------------------------------|--|
| The scanner does not work. | Ensure that you place the document to be scanned facing down from the document glass, or facing up in the ADF. |
| | There may not be enough available memory to hold the document you want to scan. Try the Prescan function to see if that works. Try lowering the scan resolution rate. |
| | Check that the USB or Ethernet cable is connected properly. |
| | Ensure that the USB or Ethernet cable is not defective. Switch the cable with a known good cable. If necessary, replace the cable. |
| | If using the network TWAIN (WIA) driver, check that the Ethernet cable is connected properly and the IP address of the printer is set correctly. To check the IP address, see "Verifying the IP Settings" on page 64. |
| | Check that the scanner is configured correctly. Check the application you want to use to make certain that the scanner job is being sent to the correct port. |
| | Ensure that the scanner sharing feature is disabled when you use Mac OS X before you scan documents via an ICA compatible application such as Image Capture. The printer does not support the scanner sharing feature of Mac OS X. Select a printer which is directly connected to the computer via USB or wired LAN and scan documents. |
| The printer scans very slowly. | Graphics are scanned more slowly than text when you use the Scan to E-mail or Scan to Network feature. |
| | Communication speed becomes slow in scan mode because of the large amount of memory required to analyze and reproduce the scanned image. |
| | Scanning images at a high resolution takes more time than scanning at a low resolution. |

| Problem | Action |
|--|---|
| Document misfeeds or multiple feeds occur in the ADF. | Check whether the ADF Pickup Module is installed properly. |
| | Ensure the document's paper type meets the specifications for the printer. See Also: "Usable Print Media" on page 88 |
| | Check whether the document is properly loaded in the ADF. |
| | Ensure that the document guides are adjusted properly. |
| | Ensure that the number of document sheets do not exceed the maximum capacity of the ADF. |
| | Ensure that the document is not curled. |
| | Fan the document well before loading it in the ADF. |
| Vertical stripes appear on the output when scanned using the ADF. | Clean the ADF glass. See Also: "Cleaning the Scanner" on page 385 |
| A smear appears at the same location on the output when scanned using the document glass. | Clean the document glass. See Also: "Cleaning the Scanner" on page 385 |
| Images are skewed. | Ensure that the document is loaded straight in the ADF or on the document glass. |
| Diagonal lines appear jagged when scanned using the ADF. | If the document uses thick media, try scanning it from the document glass. |
| <p data-bbox="150 1242 533 1298">Message appears on your computer screen:</p> <ul style="list-style-type: none"> <li data-bbox="150 1319 517 1374"><input type="checkbox"/> Device can't be set to the H/W mode you want. <li data-bbox="150 1387 512 1442"><input type="checkbox"/> Port is being used by another program. <li data-bbox="150 1455 368 1485"><input type="checkbox"/> Port is Disabled. <li data-bbox="150 1498 536 1583"><input type="checkbox"/> Scanner is busy receiving or printing data. When the current job is completed, try again. <li data-bbox="150 1596 352 1625"><input type="checkbox"/> Invalid handle. <li data-bbox="150 1638 408 1668"><input type="checkbox"/> Scanning has failed. | There may be a copying or printing job in progress. When the current job is complete, try the job again. |
| | The selected port is currently being used. Restart your computer and try again. |
| | The cable may be improperly connected or the power may be off. |
| | The scan driver is not installed or an operating environment is not set up properly. |
| | Ensure that the port is properly connected and the power is turned on. Then restart your computer. |
| Check that the USB or Ethernet cable is connected properly. | |

| Problem | Action |
|---|--|
| <p>The printer does not properly transfer scan data to a specified destination via the Scan to E-mail or Scan to Network feature.</p> | <p>Check if the following settings have been set correctly on the EpsonNet Config.</p> <p>Scan to Network</p> <p>Check the following settings under Address Book — Computer/Server Address Book — Edit Network Scan Address:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Server Address <input type="checkbox"/> Login Name <input type="checkbox"/> Login Password <input type="checkbox"/> Share Name <input type="checkbox"/> Server Path <p>Scan to E-mail</p> <p>Check the following setting under Address Book — Email Address Book:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Address |
| <p>Cannot scan using WIA on a Microsoft® Windows Server® 2003 computer.</p> | <p>Enable WIA on the computer.</p> <p>To enable WIA:</p> <ol style="list-style-type: none"> 1. Click Start, point to Administrative Tools, and then click Services. 2. Right-click Windows Image Acquisition (WIA), and then click Start. |
| <p>Cannot scan using TWAIN or WIA on a Windows Server® 2008 or Windows Server 2008 R2 computer.</p> | <p>Install the Desktop Experience feature on the computer.</p> <p>To install Desktop Experience:</p> <ol style="list-style-type: none"> 1. Click Start, point to Administrative Tools, and then click Server Manager. 2. Under Features Summary, click Add Features. 3. Select the Desktop Experience check box, click Next, and then click Install. 4. Restart the computer. |

Problems With Installed Optional Accessories

| Problem | Action |
|---|---|
| The optional 250-sheet paper cassette unit does not work correctly. | <p>Ensure that the optional 250-sheet paper cassette unit is correctly installed on the printer. Re-install the optional 250-sheet paper cassette unit.</p> <p>See Also:</p> <ul style="list-style-type: none"> <input type="checkbox"/> "Removing the Optional 250-Sheet Paper Cassette Unit" on page 436 <input type="checkbox"/> "Installing the Optional 250-Sheet Paper Cassette Unit" on page 44 <p>If the problem persists, contact customer support.</p> |
| | <p>Ensure that the print media is loaded correctly.</p> <p>See Also:</p> <p>"Loading Print Media in the Standard 250-Sheet Tray and the Optional 250-Sheet Paper Cassette Unit" on page 92</p> <p>If the problem persists, contact customer support.</p> |
| The additional memory module does not work correctly. | <p>Ensure that the additional memory module is securely connected to the memory connector.</p> <p>If the problem persists, contact customer support.</p> |

Scan Driver/Printer Utility Problems

| Problem | Action |
|---|---|
| Unable to retrieve the Address Book data from the printer on the Address Book Editor. | Check that the USB or Ethernet cable is connected properly. |
| | Ensure that the power of your printer is on. |
| | Ensure that the scan driver is installed on your computer. (The Address Book Editor retrieves the Address Book data via the scan driver when the printer is connected using a USB cable.) |
| The TWAIN driver cannot connect to the printer. | Check that the USB or Ethernet cable is connected properly. |
| | If using the network connection, check that IP address of the printer is set correctly. To check the IP address, see "Scanning Using the TWAIN Driver" on page 154. |
| | Check whether the printer is on. If the printer is on, reboot it by turning the power switch off and then on again. |
| | If a scan application is running, close the application once, restart the application, and then try scanning again. |

| Problem | Action |
|--|---|
| The scan driver has not been registered on your computer and cannot be accessed from Express Scan Manager. | Install the scan driver. If the scan driver is installed, uninstall it and then re-install it. After the installation of the scan driver is completed, re-install the Express Scan Manager. |
| Failed to scan your document on the printer via Express Scan Manager. | Ensure that your computer and the printer is properly connected with the USB cable. |
| | Check whether the printer is on. If the printer is on, reboot it by turning the power switch off and then on again. |
| | If a scan application is running, close the application once, restart the application, and then try scanning again. |
| | Network connection cannot be used. Connect with the USB cable. |
| | Uninstall Express Scan Manager on your computer and then re-install it. |
| Failed to create an image file via Express Scan Manager. | Ensure there is sufficient space in your hard disk. |
| | Uninstall Express Scan Manager on your computer and then re-install it. |
| Failed to initialize Express Scan Manager. | Uninstall Express Scan Manager on your computer and then re-install it. |
| Failed to execute Express Scan Manager. | Uninstall Express Scan Manager on your computer and then re-install it. |
| An unexpected error occurred on Express Scan Manager. | Uninstall Express Scan Manager on your computer and then re-install it. |

Other Problems

| Problem | Action |
|--|--|
| Condensation has occurred inside the printer. | This usually occurs within several hours after you heat the room in winter. This also occurs when the printer is operating in a location where relative humidity reaches 85% or more. Adjust the humidity or relocate the printer to an appropriate environment. |
| "092-310", "092-910", or "092-410" is displayed. | Clean the CTD sensor. See Also: "Cleaning the Color Toner Density (CTD) Sensor" on page 394 |

| Problem | Action |
|---|--|
| No Documents is displayed on the LCD panel when you are selecting a file for Print from USB Memory feature. | Confirm that there are files with the supported file formats (PDF, TIFF, or JPEG) in the USB storage device. |
| | If the target file is in a deep hierarchy in the USB storage device, move the file to the root directory on your computer. |
| | Shorten the target file name in the USB storage device on your computer, and try printing again. |




Understanding Printer Messages



The printer LCD panel displays messages describing the current state of the printer and indicates possible printer problems you must resolve. This section describes messages, their meanings, and how to clear the messages.


Important:




When an error message is displayed, the print data remaining on the printer and the information accumulated in the memory of the printer are not secured.




| Message | What You Can Do |
|---|--|
| Jam at ADF Open ADF Cover and Remove Paper | Remove the remaining documents from the ADF. |
| Job Canceled. Open ADF Cover and Remove All Paper. | |
| Fuser Error Error 010-317 Reseat Fuser Restart Printer | Turn off the printer and wait for 40 minutes. Open the front cover and make sure that the fuser unit is fully installed. |
| Fuser Error Error 010-397 Error Code:xxxxxxx Restart Printer | Turn off the printer. Confirm that the fuser unit is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |








| Message | What You Can Do |
|--|--|
| Certificate Fail Error 016-404 Contact Administer Restart Printer | Contact your system administrator. |
| Certificate Fail Error 016-405 Contact Administer Restart Printer | |
| Erase Flash Error Error 016-500 Restart Printer | Turn off the printer, and turn it on again. Contact customer support if this failure is repeated. |
| Write Flash Error Error 016-501 Restart Printer | |
| Verify Flash Error Error 016-502 Restart Printer | |
| Email Error Invalid SMTP Server Error 016-503 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if SMTP server and DNS server are set correctly. |
| Email Error Invalid POP3 Server Error 016-504 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if user name and password for POP3 server and DNS server are set correctly. |
| Email Login Error POP3 Login Failed Error 016-505 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if user name and password used for POP3 server are set correctly. |







| Message | What You Can Do |
|--|--|
| Email Login Error Error 016-506 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if SMTP server or POP server is set. |
| Email Login Error SMTP Login Failed Error 016-507 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if user name and password used for SMTP server are set correctly. |
| Certificate Fail Error 016-520 Contact Administer Restart Printer | Contact your system administrator. |
| Certificate Fail Error 016-521 Contact Administer Restart Printer | |
| Certificate Fail Error 016-522 Contact Administer Restart Printer | |
| Certificate Fail Error 016-523 Contact Administer Restart Printer | |
| Certificate Fail Error 016-524 Contact Administer Restart Printer | |
| Certificate Fail Error 016-527 Contact Administer Restart Printer | |









| Message | What You Can Do |
|--|--|
| Out of Memory Job too Large Error 016-718 Press Ok Button | The file size exceeds the maximum for the printer to process. Print the file from your computer. |
| PDL Error Error 016-720 Press Ok Button | The file format is not supported by the USB storage device. Print the file from your computer. |
| Format Error Error 016-737 Press Ok Button | Turn off the printer, and turn it on again. Contact customer support if this failure is repeated. |
| Protection Error Error 016-741 Press Ok Button | |
| Check Sum Error Error 016-744 Press Ok Button | |
| Job Ticket Error Error 016-750 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. |
| Wrong Password Error 016-753 Press Ok Button | |
| PDF Print Disabled Error 016-755 Press Ok Button | |
| Invalid User Error 016-757 Press Ok Button | The account is not registered. Contact your system administrator. |









| Message | What You Can Do |
|--|---|
| Disabled Function Error 016-758 Press Ok Button | The function cannot be used. Contact your system administrator. |
| Limit Exceeded Error 016-759 Press Ok Button | Printable page limit is exceeded. Contact your system administrator. |
| Network Scan Error SMTP Connection Failed Error 016-764 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Contact SMTP server administrator. |
| Network Scan Error Email Server Full Error 016-765 Press Ok Button | |
| SMTP Server Error Error 016-766 Press Ok Button | |
| Invalid Email Address Error 016-767 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check e-mail address, and try scanning again. |
| Invalid 'From' Address Error 016-768 Press Ok Button | |
| Network Scan Error Communication Timeout Error 016-786 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the network cable is connected properly. If there is no problem with the network cable, contact server administrator. |
| Network Not Ready Error 016-790 Press Ok Button | |








| Message | What You Can Do |
|---|--|
| USB Memory Error USB Memory was removed. Error 016-791 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. |
| Invalid Job Error 016-799 Press Ok Button | Press the  button to clear the message and cancel the current print job. Confirm the configuration of the printer on the print driver. |
| USB Host Error Unsupported Device Error 016-930 Remove from USB Port | The device is not supported. Remove it from the USB port. |
| USB Host Error Hub is not supported Error 016-931 Remove from USB Port | The USB hub is not supported. Remove it from the USB port. |
| Email Size Limit Error 016-985 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Retry scanning by lowering the resolution setting or changing the file format of the scanned image. |
| File Size Limit Error 016-986 Press Ok Button | |
| Load NNN XXX YYY | Reload the specified paper on the standard 250-sheet tray or optional 250-sheet paper cassette unit. |
| Tray Missing Error 024-xxx Insert Tray N | Insert the standard 250-sheet tray or optional 250-sheet paper cassette unit. |
| File Write Error Error 026-721 Press Ok Button | Check your USB storage device: <ul style="list-style-type: none"> <input type="checkbox"/> If the file size or the number of files exceeds the limit of your USB storage device. <input type="checkbox"/> If your USB storage device is write-protected. |







| Message | What You Can Do |
|---|--|
| IPv6 Duplicate Change IP Address | Change IP address to avoid duplication. Turn off the printer, and turn it on again. |
| IPv4 Duplicate Change IP Address | |
| SMB Login Error Error 031-521 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Confirm login-able computer with your system administrator. |
| SMB Login Error Error 031-522 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if login name (domain name and user name) and password are correct. |
| SMB Error Invalid Share Name Error 031-523 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check the share name you specified. |
| SMB Login Error Error 031-524 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check the number of users who use the server at the same time is not exceeding the upper limit. |
| SMB Error File Access Error Error 031-525 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the specified user can read and write file at the storage location. |
| DNS Error Name Resolve Error Error 031-526 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check DNS connection, or check if forwarding destination server is registered with DNS. |
| DNS Error Server Address Error Error 031-527 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Set DNS address, or set forwarding destination server address as IP address. |








| Message | What You Can Do |
|--|--|
| SMB Error Server Not Found Error 031-528 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the printer can communicate via network with the forwarding destination SMB server. For example, check the following: <ul style="list-style-type: none"> <input type="checkbox"/> Connection of a network cable <input type="checkbox"/> TCP/IP setting <input type="checkbox"/> Communication with Port 137 (UDP), 138 (UDP), and 139 (TCP). For communication beyond the subnet, contact your system administrator. |
| SMB Login Error Error 031-529 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if password is correct. |
| Scan Error 'Scan to' Folder Not Found Error 031-530 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if storage location is correct. Storage location you specified is DFS setting, and check if it is linked to other server. Specify directly linked server, share name, and storage location. |
| SMB List Error Error 031-531 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check access right of the folder you specified. |
| SMB Error File Name Error Error 031-532 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Change file name and forwarding destination folder, or move or delete file in forwarding destination folder. |
| SMB Error Not Able to Make the File Error 031-533 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check the following: <ul style="list-style-type: none"> <input type="checkbox"/> If the file name you specified is not used by other users. <input type="checkbox"/> If file or folder that has the same name as the one you specified already exists. |
| SMB Error Not Able to Make the Folder Error 031-534 Press Ok Button | |



| Message | What You Can Do |
|--|---|
| SMB Error File Delete Error Error 031-535 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if other user is not operating file in storage location you specified. |
| SMB Error Folder Delete Error Error 031-536 Press Ok Button | |
| SMB Error Disk Full Error Error 031-537 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if storage location has free space. |
| SMB Error Server Name Error Error 031-539 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if server name is correct. |
| SMB Login Error Error 031-540 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if domain name is correct. |
| SMB Login Error Error 031-541 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if login name (user name) is correct. |
| SMB initializina.. Error 031-542 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Wait for a while and try the same operation again. Contact customer support if this failure is repeated. |
| SMB Login Error Error 031-543 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check login permitted time with your system administrator. |
| SMB Login Error Error 031-544 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check the password valid period with your system administrator. |

| Message | What You Can Do |
|--|--|
| SMB Login Error Error 031-545 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check necessity of password change with your system administrator. |
| SMB Login Error Error 031-546 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Contact your system administrator for the destination server settings. |
| SMB Login Error Error 031-547 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Contact your system administrator for the destination server settings. |
| SMB Login Error Error 031-548 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Contact your system administrator for the destination server settings. |
| SMB Login Error Error 031-549 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. On server security settings, check access permission of null password user. |
| SMB Error File Append Failed Error 031-550 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check append access right to the file. Check if server supports the SMB append command. |
| SMB Error Rename Command Failed Error 031-551 Press Ok Button | |
| DNS Error Scan Name Resolve Error Error 031-574 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check DNS connection, or check if name of forwarding destination server is registered with DNS. |
| DNS Error Invalid Server Address Error 031-575 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Set DNS address, or set forwarding destination server address as IP address. |

| Message | What You Can Do |
|---|---|
| FTP Login Error Error 031-578 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if login name (user name) and password are correct. |
| FTP Error 'Scan to' Folder Not Found Error 031-579 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if storage location is correct. |
| FTP Error NLST Command Error Error 031-580 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check server access right. |
| FTP Error File Name Error Error 031-581 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Change file name and forwarding destination folder, or move or delete file in forwarding destination folder. |
| FTP Error STOR Command Error Error 031-582 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the file name you specified can be created in storage location. Check if storage location has free space. |
| FTP Error MKD Command Error Error 031-584 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the folder name you specified can be created in storage location. Check if the folder that has the same name as the one you specified already exists. |
| FTP Error DEL Command Error Error 031-585 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check server access rights. |
| FTP Error RMD Command Error Error 031-587 Press Ok Button | |

| Message | What You Can Do |
|---|---|
| FTP Error Write Error Error 031-588 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if storage location has free space. |
| FTP Error TYPE Command Error Error 031-594 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Try the same operation again. Contact customer support if this failure is repeated. |
| FTP Error PORT Command Error Error 031-595 Press Ok Button | |
| Fax Communication Error Error 033-513 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Try the following: <ul style="list-style-type: none"> <input type="checkbox"/> Print the received fax, or wait for a while until sending a fax is completed. <input type="checkbox"/> Print the fax job stored using the Secure Receive feature. Note: For more information on the Secure Receive feature, see "Using the Secure Receiving Mode" on page 216. |
| Fax Communication Error Error 033-762 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. The printer rejects faxes sent from unwanted numbers. See also: "Junk Fax Filter" on page 246 |
| Fax Memory Full Error 033-788 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Try the following: <ul style="list-style-type: none"> <input type="checkbox"/> Remove the received fax, or wait for a while until sending a fax is completed. <input type="checkbox"/> Print the fax job stored using the Secure Receive feature. Note: For more information on the Secure Receive feature, see "Using the Secure Receiving Mode" on page 216. |
| Fax Communication Error Error 034-515 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Try the following: <ul style="list-style-type: none"> <input type="checkbox"/> Try the same operation. <input type="checkbox"/> Check the printer or remote machine if the memory is full. |

| Message | What You Can Do |
|--|--|
| <p>No Answer Check Line Connection Error 034-791 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Check if the telephone line cord is connected properly. If the line connection is correct, check the following:</p> <p>If Tone/Pulse setting is correct.</p> <p>Note: For more information on Tone/Pulse setting, see "Dialing Type" on page 245.</p> <p>If Tone/Pulse setting is correct, check the following:</p> <p>If the remote machine can receive a fax.</p> |
| <p>Target Fax is Not Answering Error 035-701 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Check the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Status of the remote machine <input type="checkbox"/> Tone/Pulse setting <p>Note: For more information on Tone/Pulse setting, see "Dialing Type" on page 245.</p> |
| <p>Fax Communication Error Error 035-702 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Try the same operation.</p> |
| <p>Fax Communication Error Error 035-708 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Try the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Try the same operation. <input type="checkbox"/> Reduce the modem speed. <p>Note: For more information on modem speed, see "Modem Speed" on page 250.</p> |
| <p>Fax Communication Error Error 035-717 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Reduce the modem speed.</p> <p>Note: For more information on modem speed, see "Modem Speed" on page 250.</p> |
| <p>Target Fax is Not Answering Error 035-718 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Check the status of the remote machine.</p> |
| <p>Fax Communication Error Error 035-720 Press Ok Button</p> | <p>Press the  button, or wait for 30 seconds for the printer to recover. Check the features of the remote machine.</p> |

| Message | What You Can Do |
|--|---|
| Target Fax Busy Error 035-781 Press Ok Button | Press the  button, or wait for 30 seconds for the printer to recover. Check if the remote machine is busy. |
| Printer Overheated Error 042-700 Wait for printer to cool down | Wait for a while until the printer cools down. |
| Jam at Tray 1 Check Tray 1. Open/Close Front Cover. | Remove the standard 250-sheet tray and jammed paper. Open and close the front cover. |
| Press Ok Button to Continue | Press the  button. |
| Jam at Tray 2 Check Tray 2 Open/Close Front Cover. | Remove the optional 250-sheet paper cassette unit and jammed paper. Open and close the front cover. |
| Jam at Tray 2 Open Tray 2 Open/Close Front Cover. | Remove the standard 250-sheet tray or the optional 250-sheet paper cassette unit, and remove the jammed paper. Open and close the front cover. |
| 250 Feeder Error Error 072-215 Restart Printer | Turn off the printer. Confirm that the optional 250-sheet paper cassette unit is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |
| Jam at Tray 1 or 2 Open Tray 1 or 2 Open Front Cover | Remove the standard 250-sheet tray or the optional 250-sheet paper cassette unit, and remove the jammed paper. Open and close the front cover. |
| Jam at Front Cover Open Front Cover and Remove Paper | Open the front cover and remove the jammed paper, and then open and close the front cover. |

| Message | What You Can Do |
|--|--|
| Jam at Manual Feed Slot Remove Paper from Manual Feed Slot. Open/Close Front Cover. | Pull the jammed paper out of the SSF. Open and close the front cover. |
| Reseat Paper in the Manual Feed Slot | Pull the paper out of the SSF. Reload the paper in the SSF. |
| Duplexer Error Error 077-215 Restart Printer | Turn off the printer. Confirm that the optional duplex unit is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |
| Front Cover Open. Close Front Cover. | Close the front cover. |
| Side Door Open. Close Side Door. | Close the side cover. |
| Drum Cartridge Error Remove Drum Cartridge and Confirm all Yellow Ribbons are Removed | Remove the ribbon from the drum cartridge. Contact customer support if this failure is repeated. |
| CRUM Error Drum Cartridge Error 091-916 Restart Printer | Open the front cover. Remove the unsupported drum cartridge, and install a supported cartridge. |
| Waste Full Yellow Cartridge | Open the side cover. Remove the used yellow cartridge, and install a new cartridge. |
| Waste Full Magenta Cartridge | Open the side cover. Remove the used magenta cartridge, and install a new cartridge. |
| Waste Full Cyan Cartridge | Open the side cover. Remove the used cyan cartridge, and install a new cartridge. |
| Waste Full Black Cartridge | Open the side cover. Remove the used black cartridge, and install a new cartridge. |

| Message | What You Can Do |
|---|---|
| Insert Drum Cartridge | Open the front cover, and make sure that the drum cartridge is fully installed. |
| CTD Sensor Replace Soon | Clean the CTD sensor. |
| CTD Sensor Error Restart Printer | |
| Low Yellow Density. Remove Yellow Toner, Shake Cartridge, and Reinstall. | Remove and shake the yellow cartridge. Contact customer support if this failure is repeated. |
| Low Magenta Density. Remove Magenta Toner, Shake Cartridge, and Reinstall. | Remove and shake the magenta cartridge. Contact customer support if this failure is repeated. |
| Low Cyan Density. Remove Cyan Toner, Shake Cartridge, and Reinstall. | Remove and shake the cyan cartridge. Contact customer support if this failure is repeated. |
| Low Black Density. Remove Black Toner, Shake Cartridge, and Reinstall. | Remove and shake the black cartridge. Contact customer support if this failure is repeated. |
| Blk - CRUM Error Error 093-925 Restart Printer | Turn off the printer. Confirm the black cartridge is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |
| Invalid Toner Black | Open the side cover. Remove the unsupported black cartridge, and install a supported cartridge. |
| Y - CRUM Error Error 093-950 Restart Printer | Turn off the printer. Confirm the yellow cartridge is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |

| Message | What You Can Do |
|--|---|
| M - CRUM Error Error 093-951 Restart Printer | Turn off the printer. Confirm the magenta cartridge is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |
| C - CRUM Error Error 093-952 Restart Printer | Turn off the printer. Confirm the cyan cartridge is correctly installed, and turn on the printer. Contact customer support if this failure is repeated. |
| Invalid Toner Yellow | Open the side cover. Remove the unsupported yellow cartridge, and install a supported cartridge. |
| Invalid Toner Magenta | Open the side cover. Remove the unsupported magenta cartridge, and install a supported cartridge. |
| Invalid Toner Cyan | Open the side cover. Remove the unsupported cyan cartridge, and install a supported cartridge. |
| Insert Yellow Toner Cartridge | Open the side cover, and make sure that the yellow cartridge is fully installed. |
| Insert Magenta Toner Cartridge | Open the side cover, and make sure that the magenta cartridge is fully installed. |
| Insert Cyan Toner Cartridge | Open the side cover, and make sure that the cyan cartridge is fully installed. |
| Insert Black Toner Cartridge | Open the side cover, and make sure that the black cartridge is fully installed. |
| RAM Error Error 116-316 Restart Printer | Turn off the printer. Remove the 512 MB additional memory module from the slot, and then reattach it firmly. Turn on the printer. Contact customer support if this failure is repeated. |
| Controller Error Error 116-317 Restart Printer | Turn off the printer, and turn it on again. Contact customer support if this failure is repeated. |
| RAM Error Error 116-320 Restart Printer | Remove the unsupported additional memory module. Contact customer support if this failure is repeated. |

| Message | What You Can Do |
|---|---|
| IIT Parameter Error Error 117-361 Reset IIT Parameter | Turn off the printer, and turn it on again. Contact customer support if this failure is repeated. |

Contacting Service

When you call for printer service, be prepared to describe the problem you are experiencing or the error message on the LCD panel.

You need to know the model type and serial number of your printer. See the label located inside the side cover of your printer.

Getting Help

Epson provides several automatic diagnostic tools to help you produce and maintain print quality.

LCD Panel Messages

The LCD panel provides you with information and troubleshooting help. When an error or warning condition occurs, the LCD panel displays a message informing you of the problem.

See Also:

“Understanding Printer Messages” on page 366

Status Monitor Alerts

The Status Monitor is a tool that is included on the **Software Disc**. It automatically checks the printer status when you send a print job. If the printer is unable to print your job, the Status Monitor automatically displays an alert on your computer screen to let you know that the printer needs attention.

Non-Genuine Mode

When toner within a toner cartridge is end of its service life, the `ReplacE XXXX Print Cartridge` (XXXX: Yellow, Magenta, Cyan, or Black) message appears.







When you want to use the printer in Non-Genuine mode, program the mode and replace the toner cartridge.

Important:

If you use the printer in the Non-Genuine mode, the performance of the printer may not be at its optimum. And any problems that may arise from the use of the Non-Genuine mode are not covered by our quality guarantee. The continuous use of the Non-Genuine mode can also cause the printer to break down, and any repair charges for such break down will be incurred by users.

Note:

Before starting the operation described below, confirm that `Ready` is displayed on the LCD panel.

1. Press the **System** button.
2. Select `Admin Menu`, and then press the  button.
3. Select `Maintenance`, and then press the  button.
4. Select `Non-Genuine`, and then press the  button.
5. Select `Toner`, and then press the  button.
6. Select `On`, and then press the  button.
7. Press the  button twice.

The printer switches to the Non-Genuine mode.

Chapter 11

Maintenance

Cleaning the Printer

This section describes how to clean the printer in order to maintain it in good condition and print clean printouts all the time.

**Warning:**

When cleaning this product, use the designated cleaning materials exclusive to it. Other cleaning materials may result in poor performance of the product. Never use aerosol cleaners, or it may catch fire and cause explosion.

**Caution:**

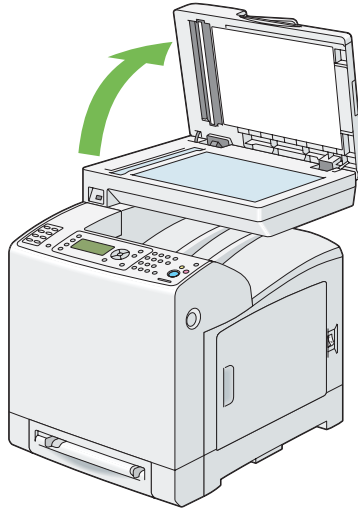
When cleaning this product, always switch off and unplug it. Access to a live machine interior may cause electric shock.

Cleaning the Scanner

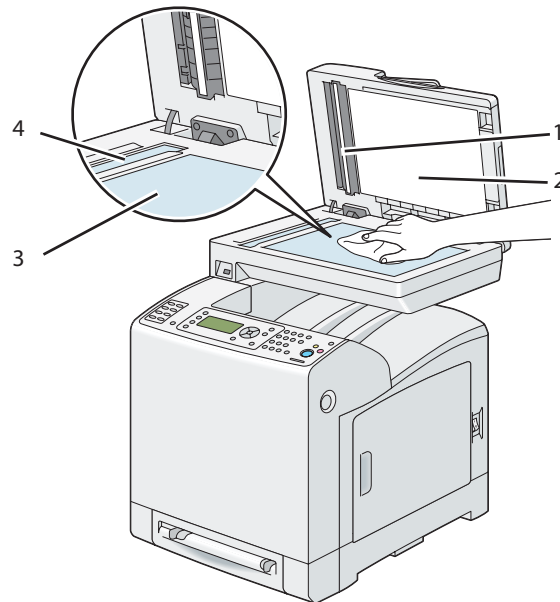
Keep the scanner clean to ensure the best possible copies. Clean the scanner at the start of each day and during the day, as needed.

1. Slightly dampen a soft lint-free cloth or paper towel with water.

2. Open the document cover.



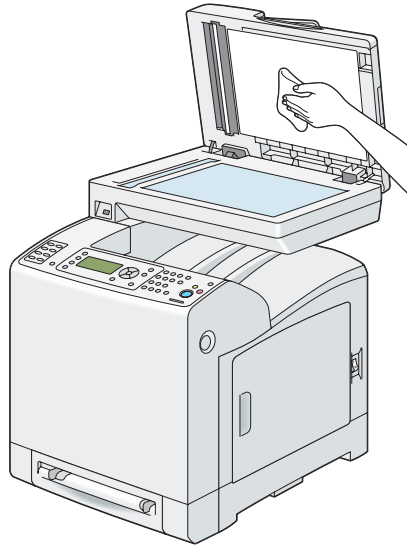
3. Wipe the surface of the document glass and automatic document feeder (ADF) glass until they are clean and dry.



| | |
|---|--|
| 1 | White Sheet Note: Handle with care. |
|---|--|

| | |
|---|----------------------|
| 2 | White Document Cover |
| 3 | Document Glass |
| 4 | ADF Glass |

4. Wipe the underside of the white document cover and white sheet until they are clean and dry.

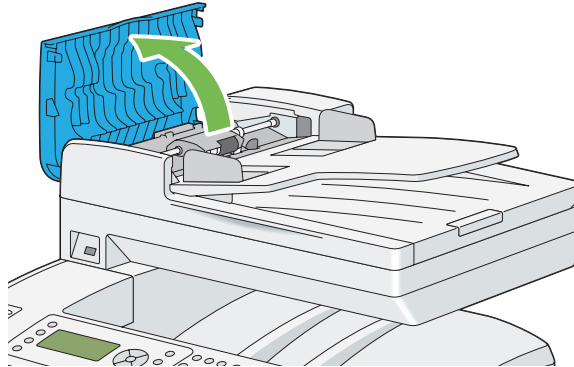


5. Close the document cover.

Cleaning the ADF Feed Roller

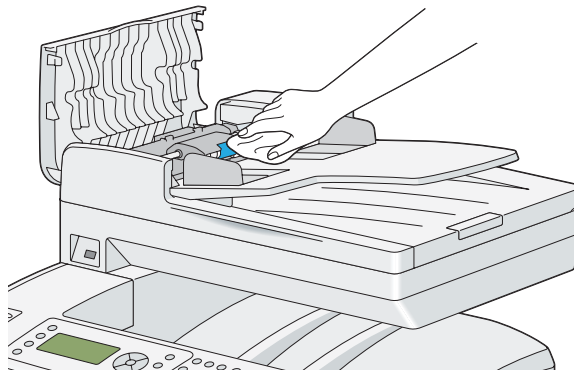
Keep the ADF feed roller clean to ensure the best possible copies. Clean the ADF feed roller regularly.

1. Open the ADF cover.



2. Wipe the ADF feed roller with a dry soft lint-free cloth or paper towel until it is clean.

If the ADF feed roller gets soiled with ink stains, paper from the ADF may also be soiled. In this case, slightly dampen a soft lint-free cloth or paper towel with a neutral detergent or water, and then remove the contamination from the ADF feed roller until it is clean and dry.

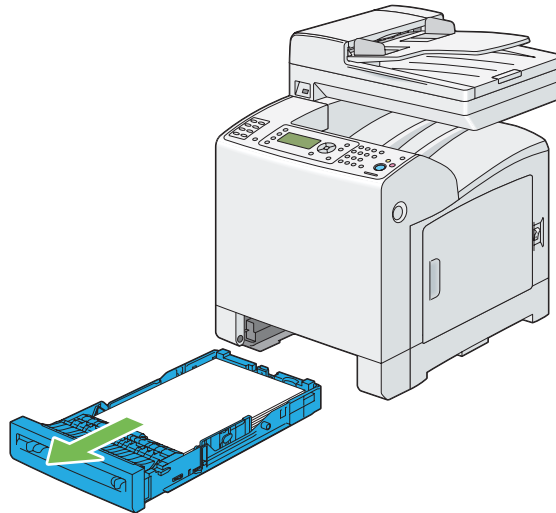


Cleaning Inside the Printer

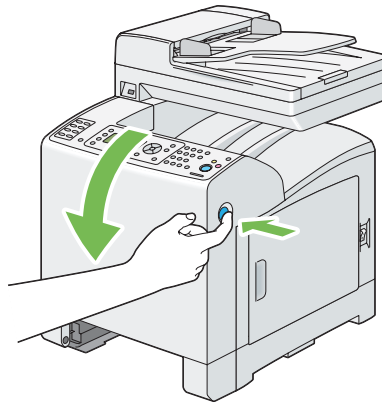
Clean the feed roll inside the printer if print media does not feed correctly.

1. Turn off the printer and disconnect the power cord.

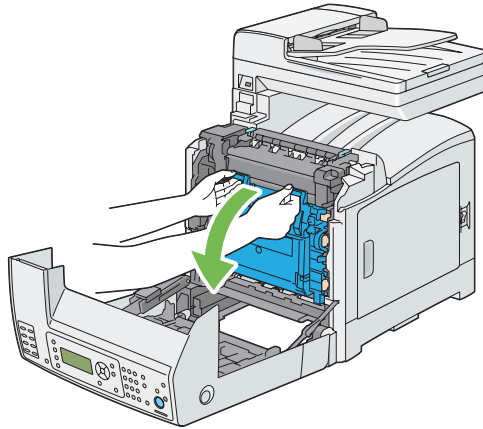
2. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



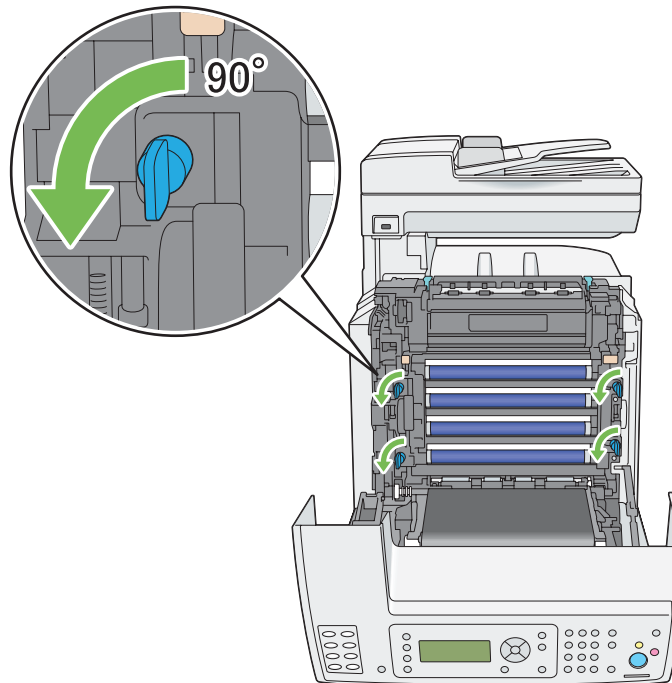
3. Push the side button to open the front cover.



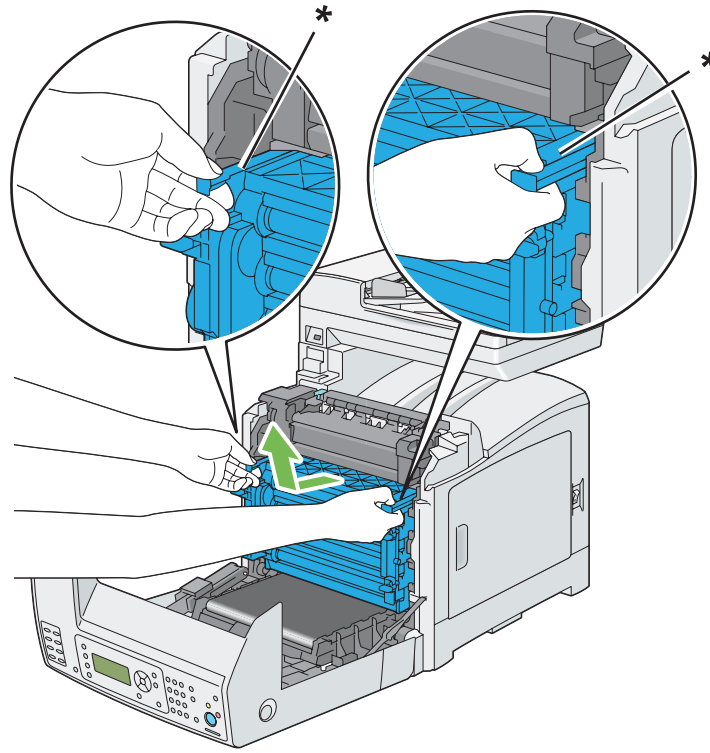
4. Open the belt unit.



5. Turn the four drum cartridge lock levers 90-degrees counterclockwise.



6. Hold the drum cartridge levers, and then pull out the drum cartridge.

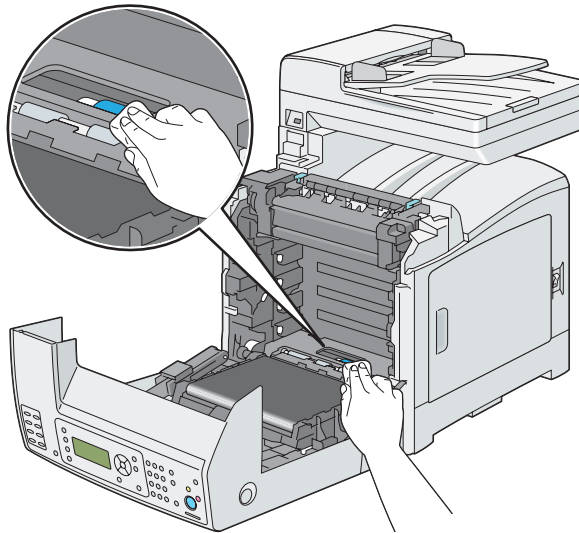


* drum cartridge lever

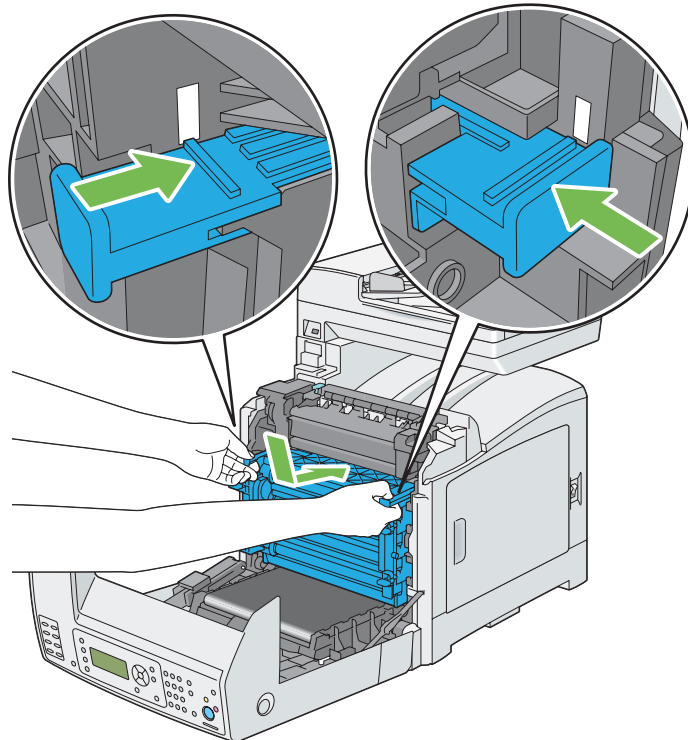
Note:

Keep the drum cartridge in a dark place. If the front cover remains open for more than 5 minutes, print quality may deteriorate.

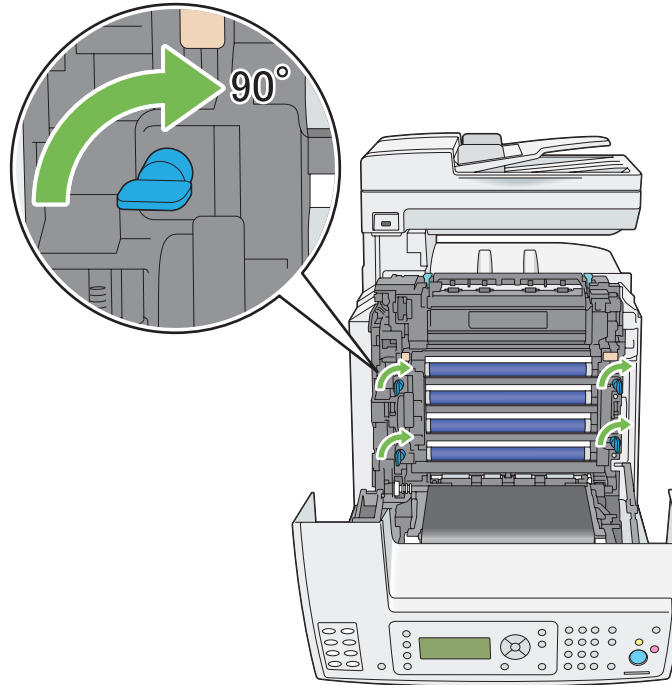
7. Clean the feed roll inside the printer with a dry cloth.



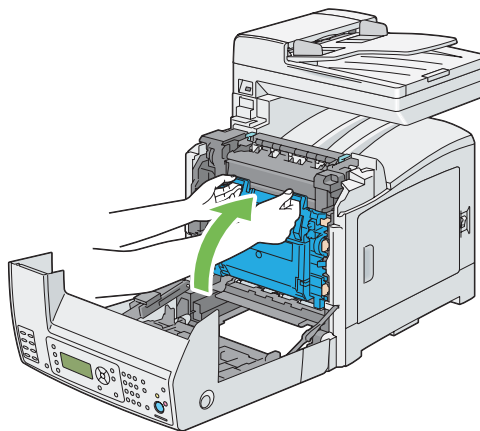
8. Insert the drum cartridge until the line on the handle aligns with the white line on the printer.



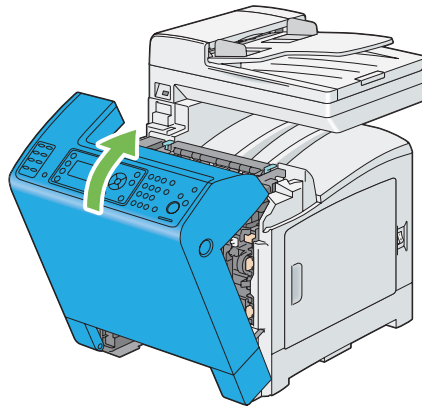
9. Turn the four drum cartridge lock levers 90-degrees clockwise to lock the drum cartridge.



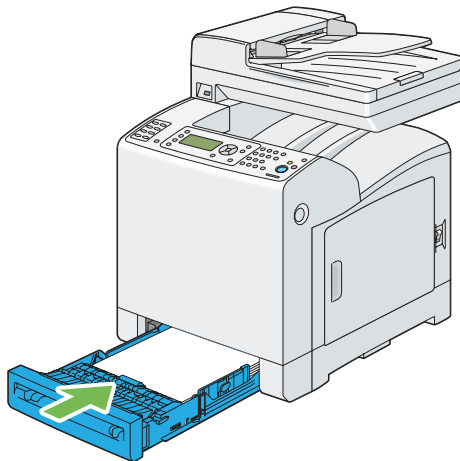
10. Close the belt unit, and push at the top of the unit until it clicks.



11. Close the front cover.



12. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

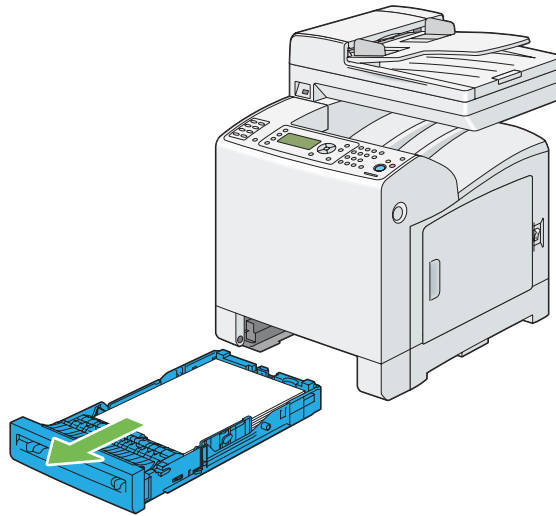
Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Cleaning the Color Toner Density (CTD) Sensor

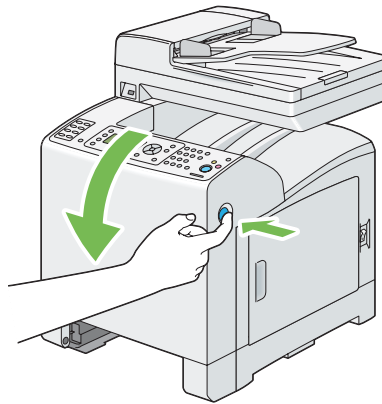
Clean the Color Toner Density (CTD) sensor only when an alert for the CTD sensor is shown on the Printer Status window or operator panel.

1. Turn off the printer and disconnect the power cord.

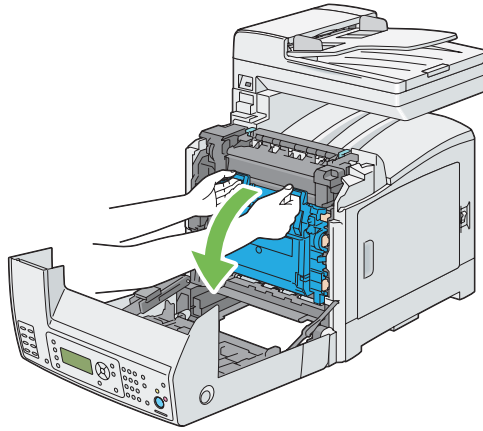
2. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



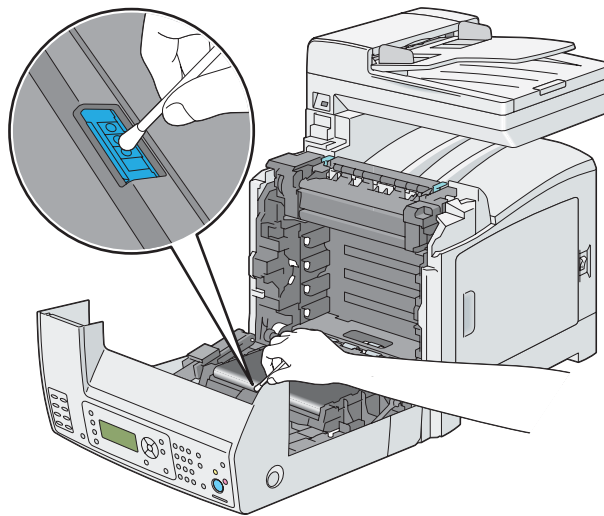
3. Push the side button to open the front cover.



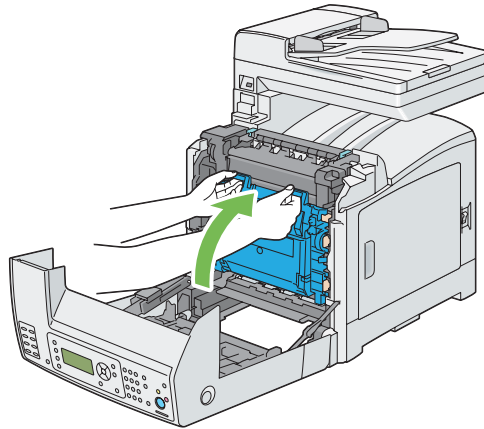
4. Open the belt unit.



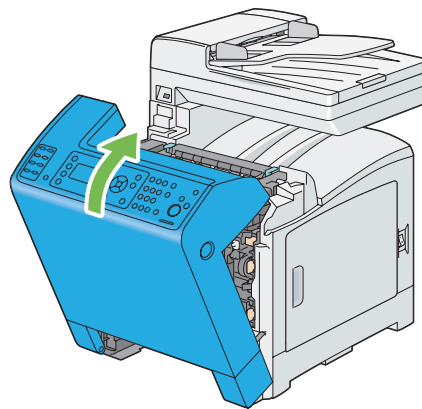
5. Clean the CTD sensor inside the printer with a clean dry cotton swab.



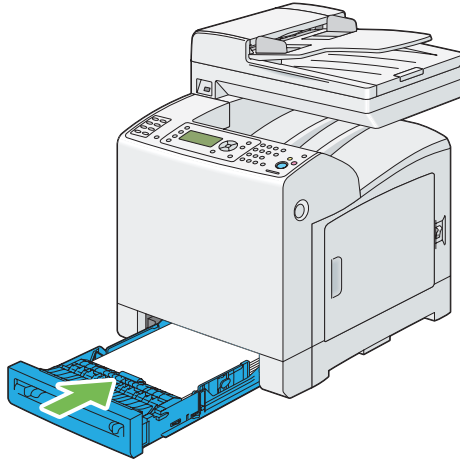
6. Close the belt unit, and push at the top of the unit until it clicks.



7. Close the front cover.



8. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Replacing Toner Cartridges

Epson toner cartridges are available only through Epson.

It is recommended that you use Epson toner cartridges for your printer. Epson does not provide warranty coverage for problems caused by using accessories, parts, or components not supplied by Epson.



Warning:

- Use a broom or a wet cloth to wipe off spilled toner. Never use a vacuum cleaner for the spills. It may catch fire by electric sparks inside the vacuum cleaner and cause explosion. If you spill a large volume of toner, contact your local Epson representative.*
- Never throw a toner cartridge into an open flame. Remaining toner in the cartridge may catch fire and cause burn injuries or explosion. If you have a used toner cartridge no longer needed, contact your local Epson representative for its disposal.*

**Caution:**

- Keep toner cartridges out of the reach of children. If a child accidentally swallows toner, spit it out, rinse mouth with water, drink water and consult a physician immediately.*
- When replacing toner cartridges, be careful not to spill the toner. In case of any toner spills, avoid contact with clothes, skin, eyes and mouth as well as inhalation.*
- If toner spills onto your skin or clothing, wash it off with soap and water. If you get toner particles in your eyes, wash it out with plenty of water for at least 15 minutes until irritation is gone. Consult a physician if necessary. If you inhale toner particles, move to a fresh air location and rinse your mouth with water. If you swallow toner, spit it out, rinse your mouth with water, drink plenty of water and consult a physician immediately.*

Important:

- Do not shake the used toner cartridge to avoid spilling of the toner.*
- Replace the toner cartridge with the printer turned on. If you turn off the printer, print data remaining in the printer, and information stored on the printer's memory are erased.*

Overview

The printer has toner cartridges of four colors: black (K), yellow (Y), magenta (M), and cyan (C).

When a toner cartridge reaches its usable life-span, the following messages appear on the LCD panel.

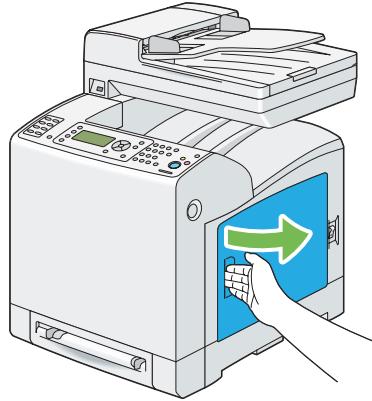
| Message | Action |
|--------------------------------------|---|
| Replace XXXX Toner Cartridge Soon | The toner cartridge has become end of its service life. Replace the old toner cartridge with a new one. |

Important:

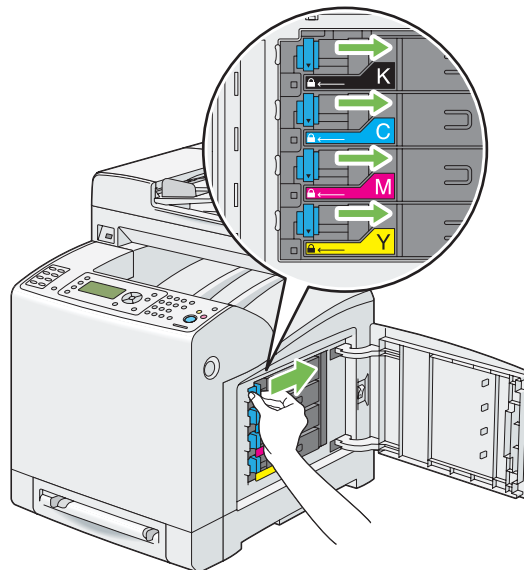
- When placing a used toner cartridge on the floor or on a table, place a few sheets of paper under the toner cartridge to catch any toner that may spill.*
- Do not reuse old toner cartridges once you remove them from the printer. Doing so can impair print quality.*
- Do not shake or pound the used toner cartridges. The remaining toner may spill.*
- We recommend you to use up the toner cartridges within one year after removing them from the packaging.*

Removing the Toner Cartridges

1. Open the side cover.



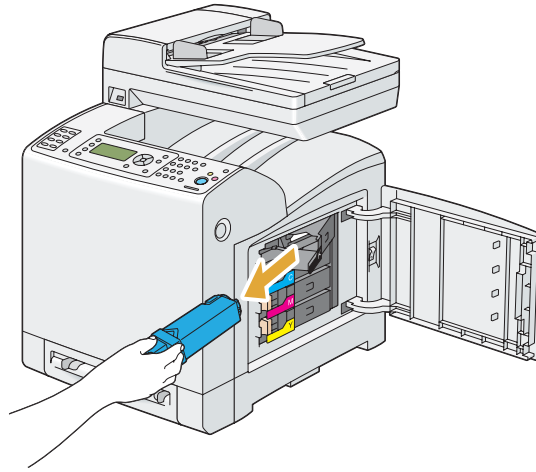
2. Push the latch(es) backwards to pop open the toner cartridge(s) that you want to replace.



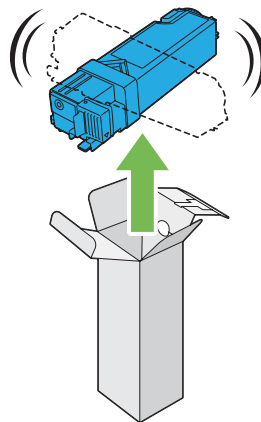
3. Pull the cartridge holder until it clicks, and then pull out the toner cartridge.

Important:

Always pull the toner cartridge out slowly so you do not spill any toner.

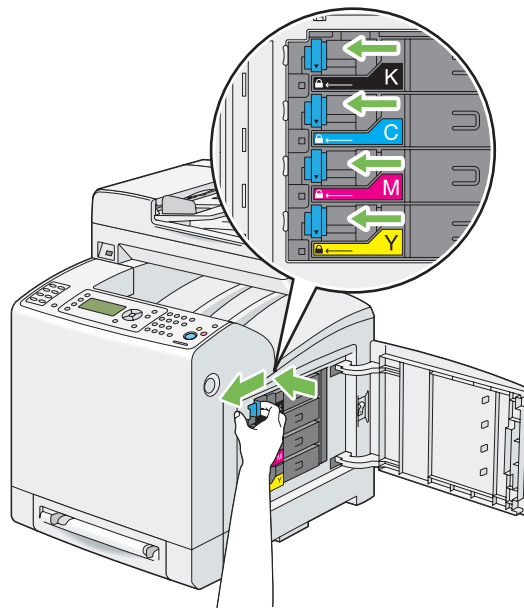
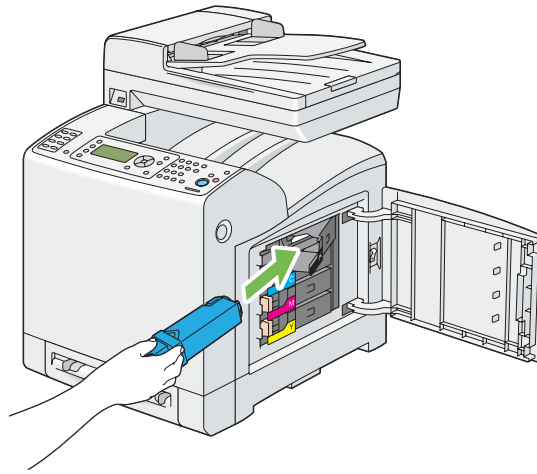
**Installing a Toner Cartridge**

1. Unpack a new toner cartridge of the desired color and shake it five to six times to distribute the toner evenly.

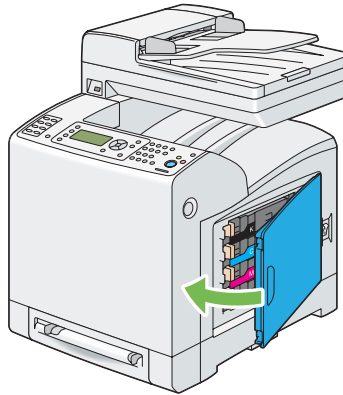
**Note:**

- Ensure that the color of the new toner cartridge matches that on the handle before replacing it.
- Handle the toner cartridge carefully to avoid spilling of the toner.

2. Insert the toner cartridge into the associated cartridge holder, and then slide the latch of the toner cartridge.



3. Close the side cover.



Replacing the Drum Cartridge

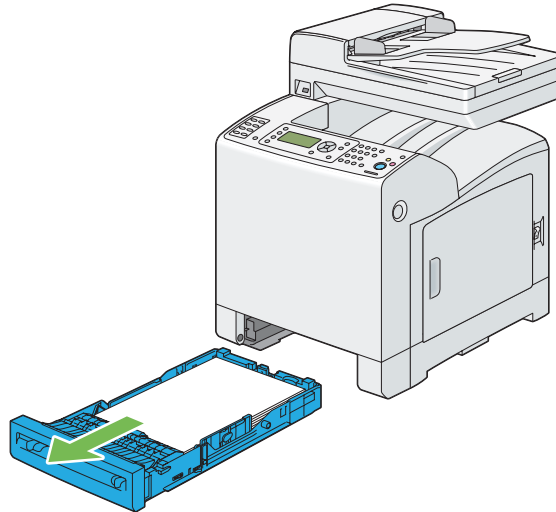
This section describes how to replace the drum cartridge.

Important:

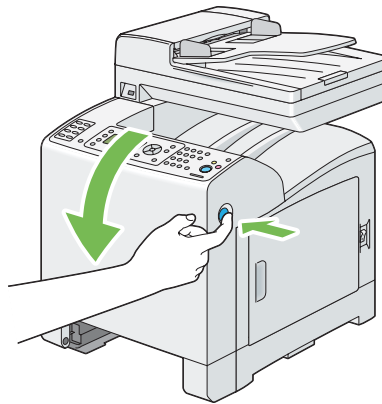
- ❑ *Protect the drums of the drum cartridge against bright light. If the front cover remains open for more than 5 minutes, print quality may deteriorate.*
- ❑ *Ensure nothing touches or scratches the surface (black-colored film) of the belt unit. Scratches, dirt, or oil from your hands on the film of the belt unit may reduce print quality.*
- ❑ *Replace the drum cartridge with the printer turned on. If you turn off the printer, print data remaining in the printer, and information stored on the printer's memory are erased.*

Removing the Drum Cartridge

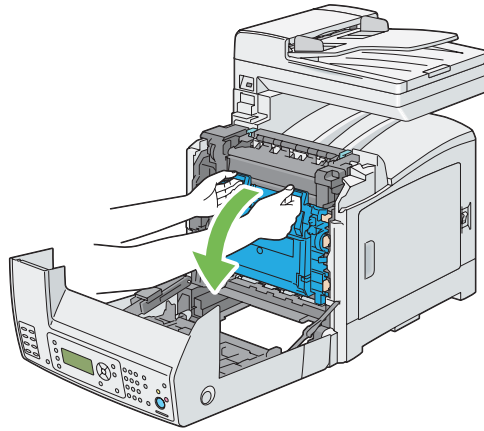
1. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



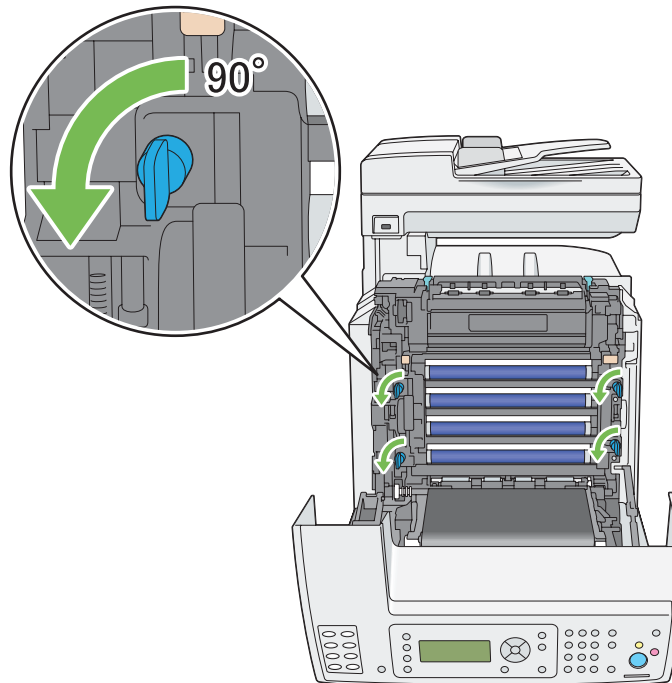
2. Push the side button to open the front cover.



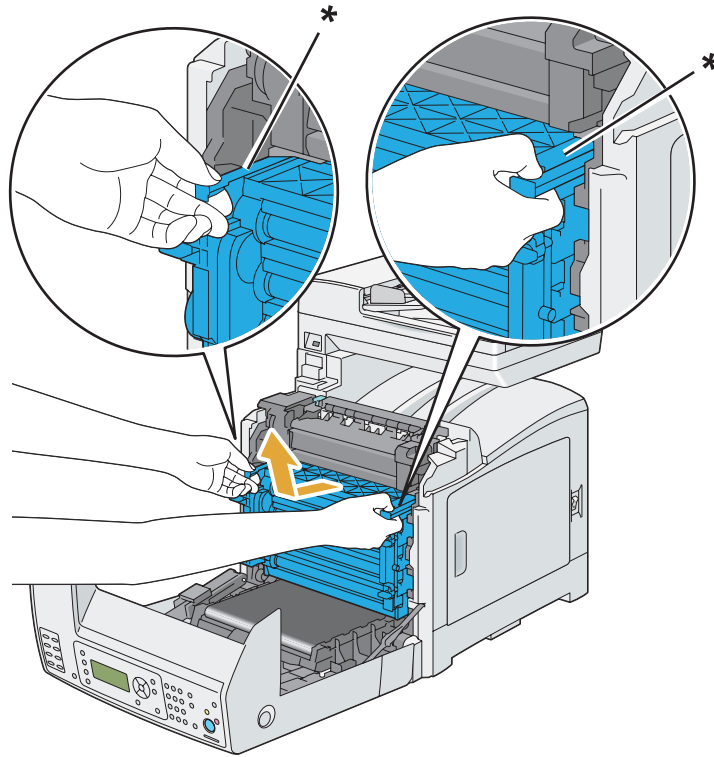
3. Open the belt unit.



4. Turn the four drum cartridge lock levers 90-degrees counterclockwise.



5. Hold the drum cartridge levers, and then pull out the drum cartridge.



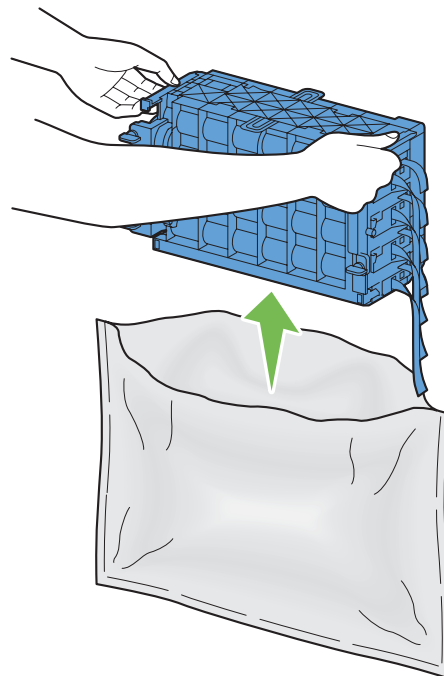
* drum cartridge lever

Installing the Drum Cartridge

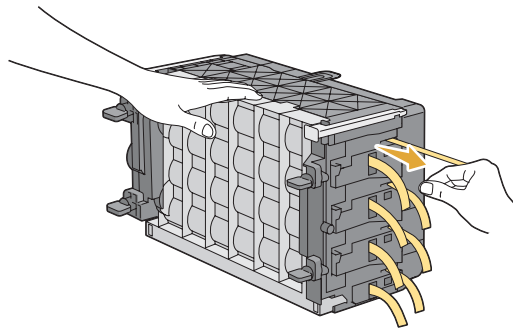
1. Open the drum cartridge packaging.



2. Take out the drum cartridge from the packaging.



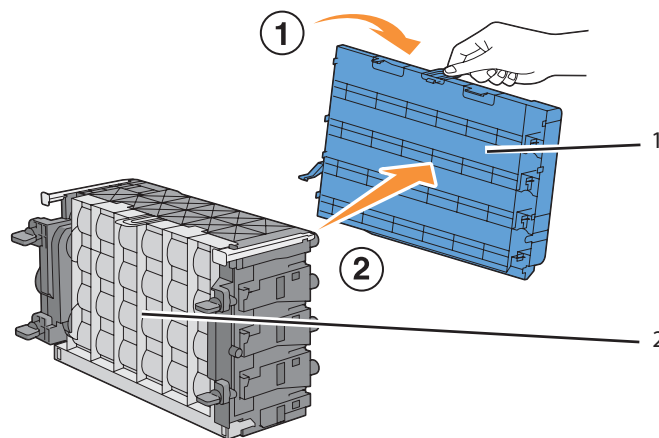
3. Completely pull out the eight yellow ribbons from the drum cartridge.



4. Remove the rear protective cover from the drum cartridge.

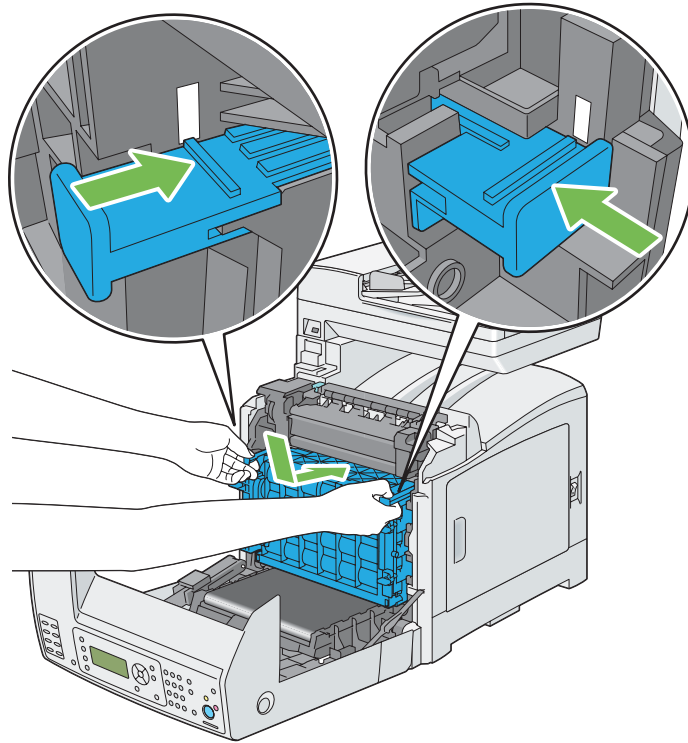
Note:

Do not remove the front protective cover at this moment.

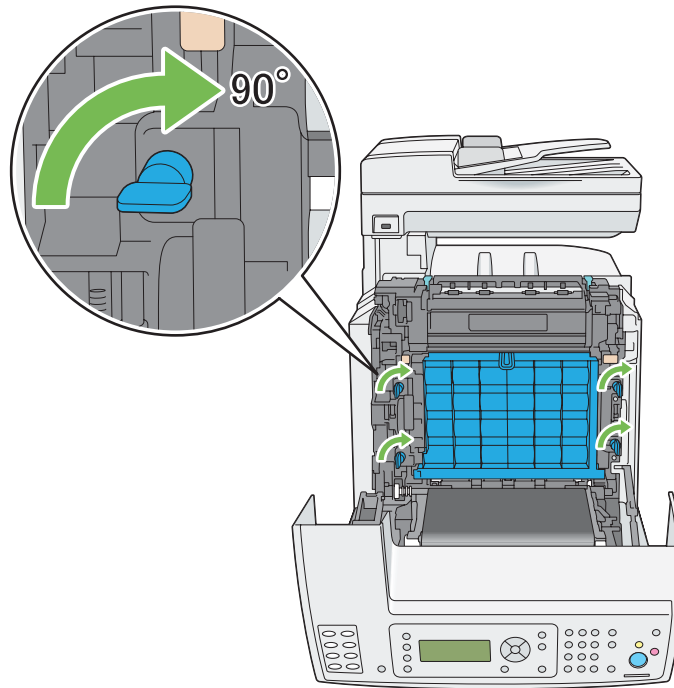


| | |
|---|------------------------|
| 1 | Rear protective cover |
| 2 | Front protective cover |

5. Insert the drum cartridge until the line on the handle aligns with the white line on the printer.



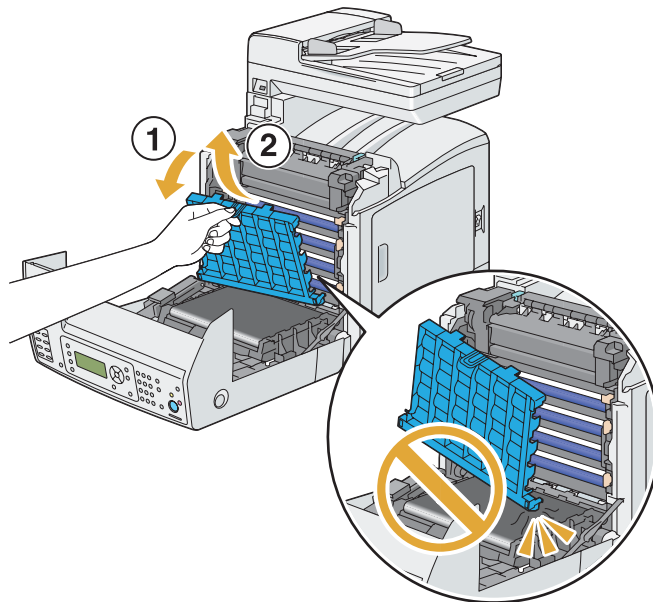
- Turn the four drum cartridge lock levers 90-degrees clockwise to lock the drum cartridge.



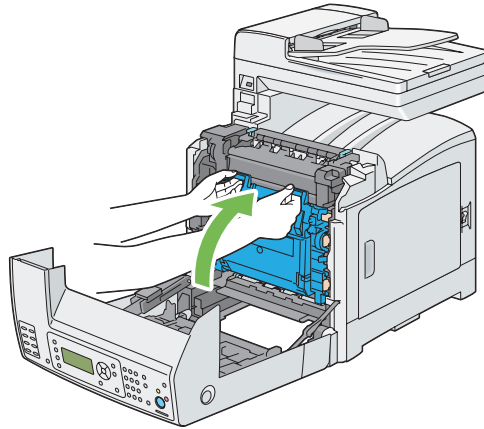
- Remove the front protective cover from the drum cartridge.

Important:

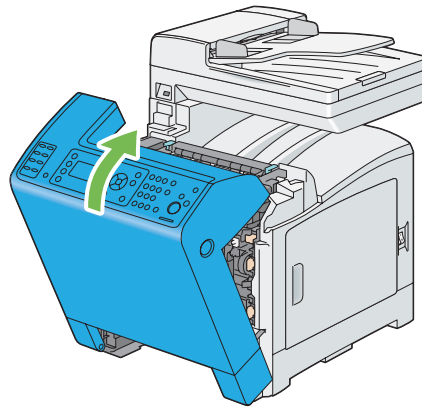
Ensure that you do not hit the belt unit when removing the front protective cover.



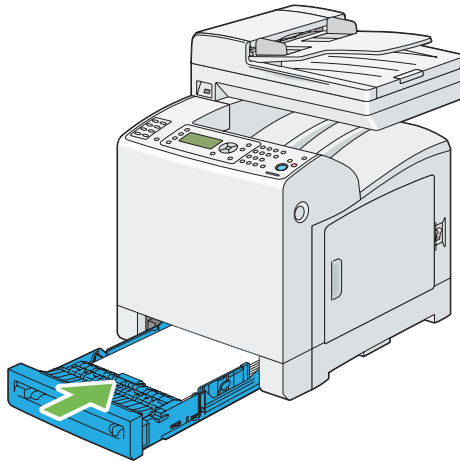
8. Close the belt unit, and push at the top of the unit until it clicks.



9. Close the front cover.



10. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Replacing the Fuser Unit

This section describes how to replace the fuser unit.



Caution:

Before removing the fuser unit, turn off the printer and wait for 40 minutes until the fuser unit cools down.

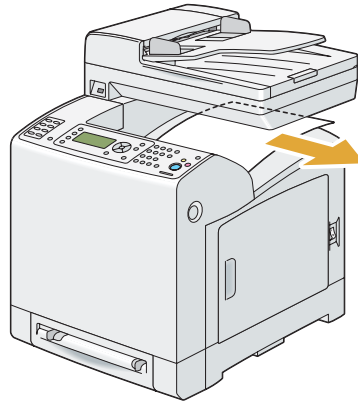
Important:

- To prevent electric shock, always turn off the printer and disconnect the power cord from the grounded outlet before performing maintenance.*
- Avoid bright light and try to finish the replacement within 5 minutes.*

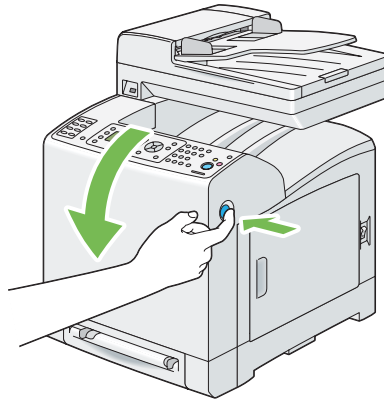
Removing the Fuser Unit

1. Turn off the printer and disconnect the power cord.

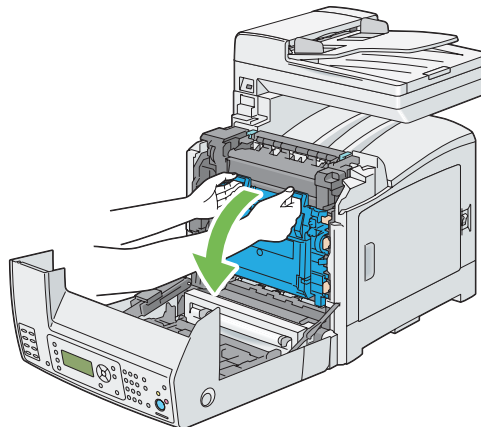
2. Remove any paper in the document output tray.



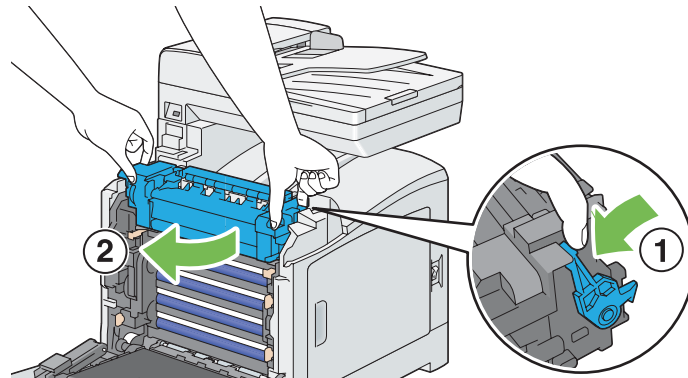
3. Push the side button to open the front cover.



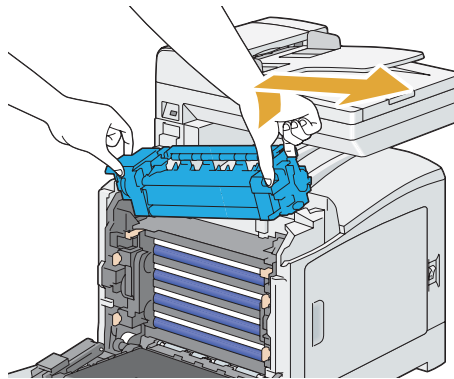
4. Open the belt unit.



5. Pinch the gray lever on the right side of the fuser unit and lower the lever toward you.



6. Hold both sides of the fuser unit. Next, slightly raise the right side while holding down the left side, and slide out the fuser unit.



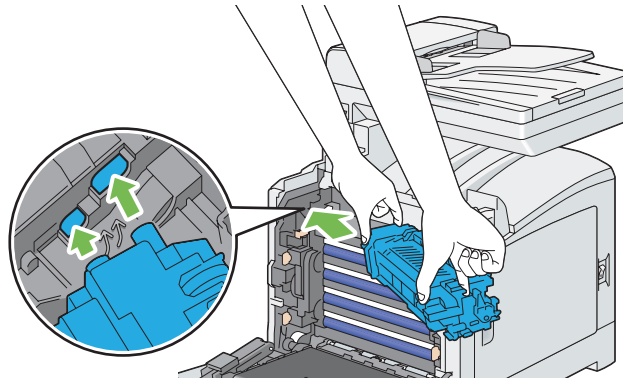
Installing the Fuser Unit

1. Insert the protrusions of the new fuser unit into the two slots of the printer.

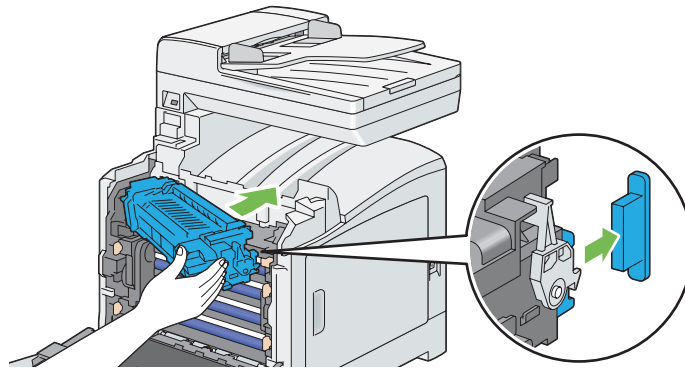
Note:

- ❑ *Hold both sides of the fuser unit with your hands.*

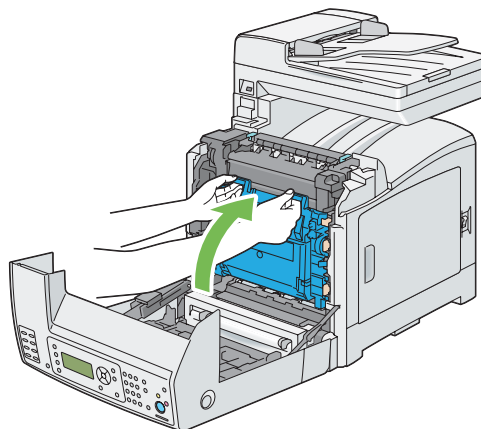
- ❑ *Make sure that the fuser unit is firmly set in the slots and cannot be moved easily.*



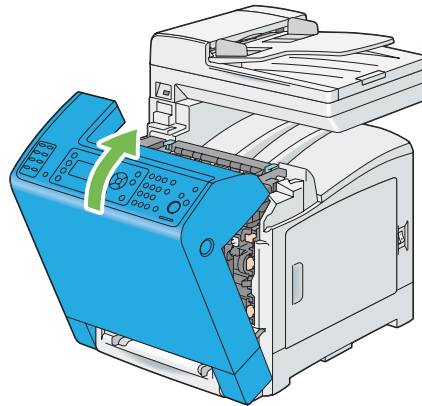
2. Push the fuser unit forward until the right groove of the snaps into place.



3. Close the belt unit, and push at the top of the unit until it clicks.



4. Close the front cover.



5. Reconnect the power cord to the power connector and turn on the printer.

Resetting the Counter of the Fuser Unit

After replacing the fuser unit, use the operator panel to reset the counter of the fuser unit.

1. Press the **System** button.
2. Select Admin Menu, and then press the **OK** button.
3. Select Maintenance, and then press the **OK** button.
4. Select Reset Fuser, and then press the **OK** button.
5. Select Yes, and then press the **OK** button.

Replacing the Feed Roll Unit

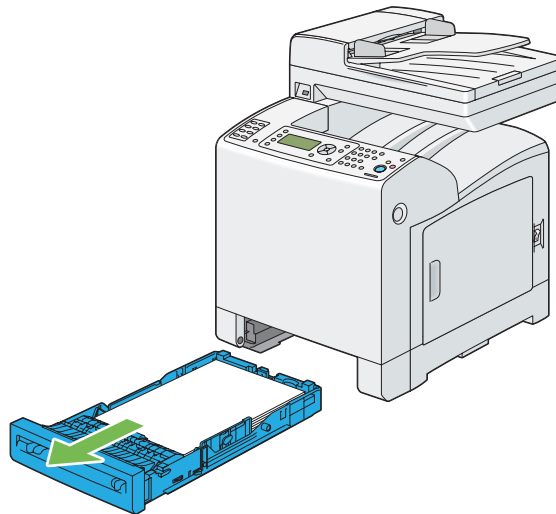
This section describes how to replace the feed roll unit in the standard 250-sheet tray. Regularly replacing the feed roll helps ensure the best quality output.

Epson feed rolls are available only through Epson.

It is recommended that you use Epson feed rolls for your printer. Epson does not provide warranty coverage for problems caused by using accessories, parts, or components not supplied by Epson.

Removing the Feed Roll Unit in the Standard 250-Sheet Tray

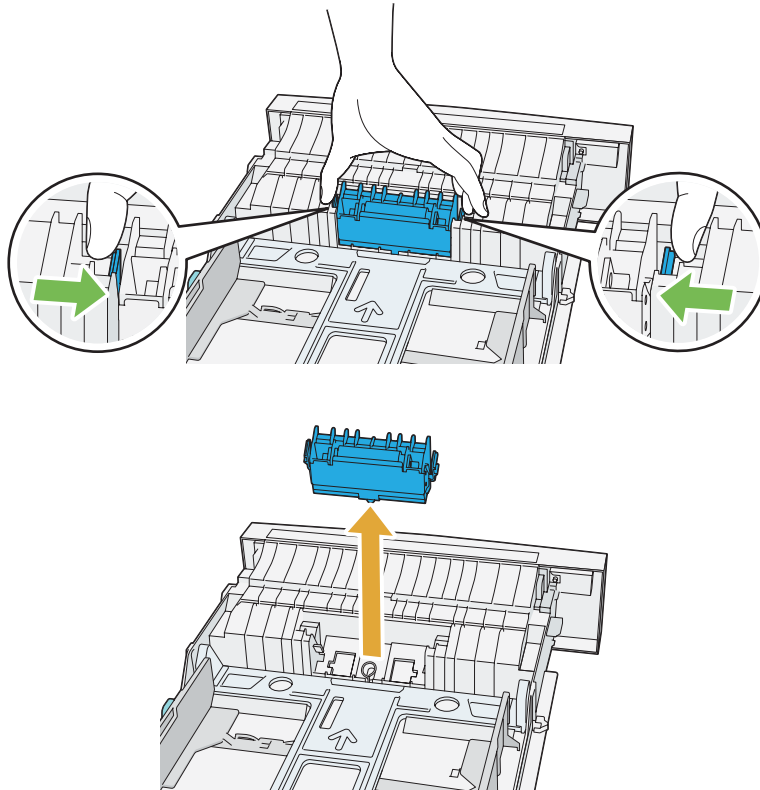
1. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



Note:

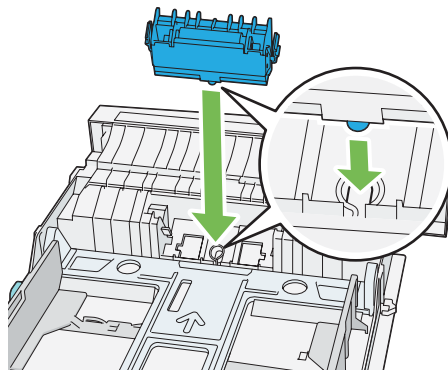
Ensure that you remove all the paper from the standard 250-sheet tray before removing the feed roll unit.

2. Holding the feed roll tabs with your fingers, pull the feed roll unit out of the groove in the axle.

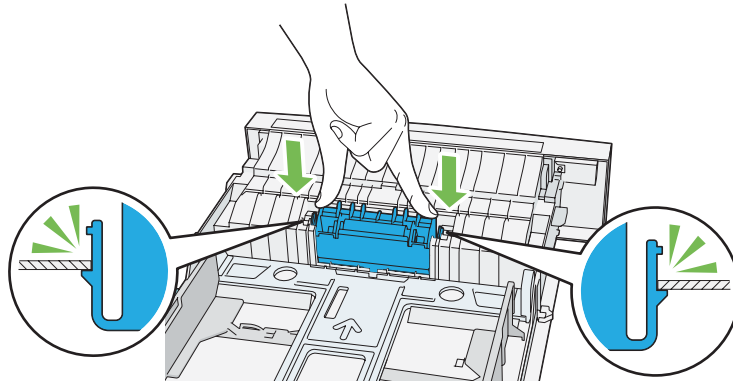


Installing the Feed Roll Unit in the Standard 250-Sheet Tray

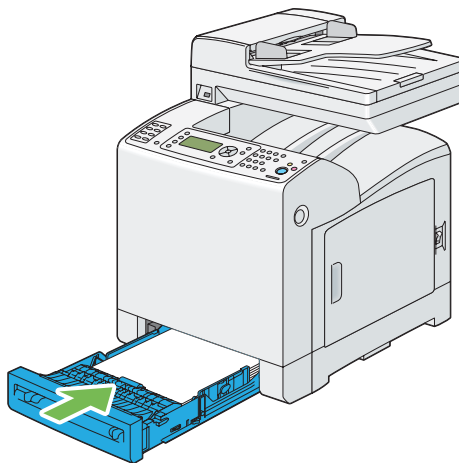
1. Align the new feed roll unit with the groove on the axle.



2. Insert the feed roll unit into the axle until it snaps. The protrusions fit completely into the slots and the roller hook reseats into the groove on the axle.



3. Load paper in the standard 250-sheet tray, and then insert the standard 250-sheet tray into the printer and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

Ordering Supplies

Certain consumables and routine maintenance items need to be ordered occasionally. Each supply includes installation instructions on the box.

Consumables

Important:

- ❑ *Use of consumables/periodical replacement parts not recommended by Epson can impair machine quality and performance. Use only consumables/periodical replacement parts recommended by Epson.*

| Product Name | Product Code |
|---------------------------------------|---------------------|
| TONER CARTRIDGE(YELLOW) | 0627 |
| TONER CARTRIDGE(MAGENTA) | 0628 |
| TONER CARTRIDGE(CYAN) | 0629 |
| TONER CARTRIDGE(BLACK) | 0630 |
| DOUBLE TONER CARTRIDGE PACK(BLACK) | 0631 |
| DRUM CARTRIDGE | 1211 |
| FUSER UNIT(220-240V) | 3043 |
| FUSER UNIT(110-120V) | 3044 |

Note:

- ❑ *Each toner cartridge includes installation instructions on the box.*
- ❑ *A feed roll unit is included with the fuser unit.*

When to Order Supplies

The LCD panel displays a warning when the supply nears its replacement time. Verify that you have replacements on hand. It is important to order these supplies when the messages first appear to avoid interruptions to your printing. The LCD panel displays an error message when the supply must be replaced.

Important:

This printer is designed to provide the most stable performance and print quality when used with the consumables recommended by Epson. Not using consumables recommended for this machine degrades the performance and printing quality of the printer. You could also incur charges if the machine breaks down. To receive customer support and achieve the optimum performance of the printer, be sure to use consumables recommended by Epson.

Storing Print Media

To avoid potential paper feeding problems and uneven print quality, there are several things you can do:

- To achieve the best possible print quality, store print media in an environment where the temperature is approximately 70 °F/21 °C and the relative humidity is 40%.
- Store cartons of print media on a pallet or shelf, rather than directly on the floor.
- If you store individual packages of print media out of the original carton, ensure that they rest on a flat surface so the edges do not buckle or curl.
- Do not place anything on top of the print media packages.

Storing Consumables

Store consumables in their original packaging until you need to use them. Do not store consumables in:

- Temperatures greater than 104 °F/40 °C.
- An environment with extreme changes in humidity or temperature.
- Direct sunlight.
- Dusty places.
- A car for a long period of time.
- An environment where corrosive gases are present.
- A humid environment.

Managing the Printer

Checking or Managing the Printer with EpsonNet Config

When the printer is installed in a TCP/IP environment, you can use EpsonNet Config to check the printer status, the remaining volume of consumables, and the paper loaded in this printer. You can also use EpsonNet Config to configure printer settings.

Note:

When using the printer as a local printer, you cannot use EpsonNet Config. For details about checking the status of a local printer, refer to “Checking Printer Status with Status Monitor (Windows Only)” on page 422.

Starting EpsonNet Config

Use the following procedure to start EpsonNet Config.

1. Launch your web browser.
2. Enter the IP address in the browser's **Address** field, and then press the **Enter** key.

The EpsonNet Config screen appears.

Using Online Help

For details about each item, refer to the Help on the Software Disc.

Checking Printer Status with Status Monitor (Windows Only)

Status Monitor is a tool that is installed with your Epson print driver. It automatically checks the printer status when you send a print job. Status Monitor can check the paper size loaded into the tray, the status of the document output tray, and the remaining amount of consumables, such as toner cartridges.

Starting Status Monitor

Double-click the Status Monitor icon on the taskbar or right-click the icon and select **Select Printer**.

If the Status Monitor icon is not displayed on the taskbar, open Status Monitor from the **Start** menu:

The following procedure uses Microsoft® Windows® XP as an example.

1. Click **start — All Programs — EPSON — Status Monitor — Activate Status Monitor**.

The **Select Printer** window appears.

2. Click the name of the desired printer from the list.
3. The Printer Status window appears.

For details about the functions of Status Monitor, refer to the online Help.

Checking Printer Status Through E-mail

When connected in a network environment where sending and receiving of e-mail is possible, the printer can send an e-mail report to specified e-mail addresses containing the following information:

- The network settings and the printer status
- The error status which has occurred on the printer

Setting the E-mail Environment

Activate EpsonNet Config. On the **Properties** tab, configure the following settings according to your e-mail environment. After configuring the settings on each screen, always click **Apply** and then turn off/on the printer to reboot. For details about each item, refer to the Online Help for EpsonNet Config.

| Item | Item to be configured | Description |
|-------------------------|----------------------------|---|
| Status Messenger | Recipient's E-mail Address | Set the e-mail address to which notices about changes in printer status or errors are sent. |
| | Notification Items | Set the contents of the notices to send in the e-mail. |
| Port Status | StatusMessenger | Select Enabled . |

| Item | Item to be configured | Description |
|-----------------------------------|--|---|
| Protocol Settings — E-mail | Machine's E-mail Address, SMTP Server Address, SMTP Server Port Number, E-mail Send Authentication, Login Name, Password, SMTP Server Connection Status, POP3 Server Address, POP3 Server Port Number, Login Name, Password, POP3 Server Check Interval, APOP Settings, POP3 Server Connection Status | Select appropriate settings for sending and receiving e-mail. |
| | Permitted E-mail Address | When setting the permission for checking information and changing the settings for an e-mail address, enter the e-mail address that is permitted to receive the e-mail. If no address is entered here, the printer receives e-mails from all users. |
| | StatusMessenger Password | When setting the password for access to the printer (both read only and read/write), enter the password in the Password field. |

Checking the Printer Status with E-mail

This section describes cautions when sending e-mail to the printer to check the printer status.

- You can specify any title for the e-mail when checking the printer status or changing the printer settings.
- Use the commands described in the next section to create the text of the e-mail.

Commands That Can Be Used in E-mail Text

Use each command according to the following rules:

- Prefix all commands with “#”, and specify the #Password command at the top of the e-mail.
- Command lines without “#” are ignored.
- Write one command on each line and separate each command and parameter with a space or a tab.

When the same command is written two or more times in one e-mail, the second and subsequent commands are ignored.

| Command | Parameter | Description |
|--------------|-----------|---|
| #Password | Password | Use this command at the top of the e-mail when a password for read only is set. You can omit this command when the password is not set. |
| #NetworkInfo | — | Set this when you want to check information on the network settings list. |
| #Status | — | Set this when you want to check the printer status. |

Example of Commands

- When the read only password is “ronly”, and to check the printer status:

#Password ronly

#Status

#NetworkInfo

Conserving Supplies

You can change several settings in your print driver to conserve toner cartridge and paper.

The following descriptions use the PCL 6 driver as an example.

| Supply | Setting | Function |
|-----------------|---|---|
| Toner cartridge | Draft Mode in the Advanced Settings tab | This check box allows the users to select a print mode that uses less toner. The image quality will be lower when this feature is used. |

| Supply | Setting | Function |
|-------------|---|---|
| Print media | Multiple-Up in the Layout tab | The printer prints two or more pages on one side of a sheet. Values for Multiple-Up are 2 Pages Up, 4 Pages Up, 8 Pages Up, 16 Pages Up, 32 Pages Up. Combined with the duplex setting, Multiple-Up allows you to print up to 64 pages on one sheet of paper (32 images on the front and 32 on the back). |

Checking Page Counts

The total number of printed pages can be checked at the operator panel. Three meters are available: Total Impression, Color Impression, and Black Impression.


The Billing Meters counts the number of pages printed properly. Single side color print (including N-up) is counted as one job, and 2-sided print (including N-up) is counted as two. During 2-sided printing, if an error occurs after one side is printed properly, it is counted as one.

When printing color data, which has been converted by using ICC profile on an application, with the Color (Auto) setting, the data is printed by color even if it seems to be black and white data on the monitor. In that case, Total Impression is increased.

When doing 2-sided printing, a blank page may be inserted automatically depending on the settings of the application. In this case, the blank page is counted as one page.

For information about the individual meter, see “Billing Meters” on page 229.

Use the following procedure to check a meter:

1. Press the **System** button.
2. Select Billing Meters, and then press the  button.
3. Select the desired meter to check the number of pages.

Moving the Printer

This section describes how to move the printer.

Important:

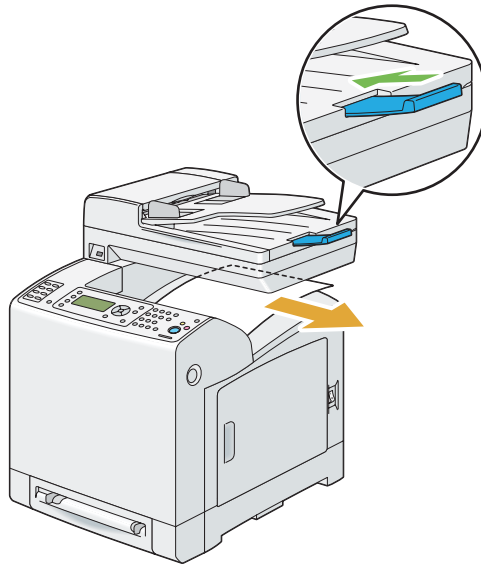
- Two people are required to move the printer.

- ❑ To prevent you from dropping the printer and getting backache or injuries, lift the printer by firmly gripping the recessed areas on both sides of the printer. Never lift the printer by gripping any other areas.

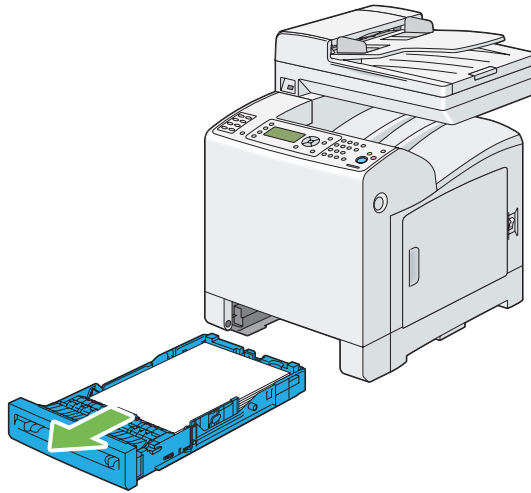
Note:

If the optional 250-sheet paper cassette unit has been installed, uninstall the optional 250-sheet paper cassette unit before moving the printer. If the optional 250-sheet paper cassette unit is not fixed securely to the printer, it may fall to the ground and cause injuries. For details on how to uninstall the optional 250-sheet paper cassette unit, see “Removing the Optional 250-Sheet Paper Cassette Unit” on page 436.

1. Turn off the printer and disconnect the power cord, interface cable, and any other cables.
2. Remove any paper in the document output tray and slide the document stopper inside the ADF.



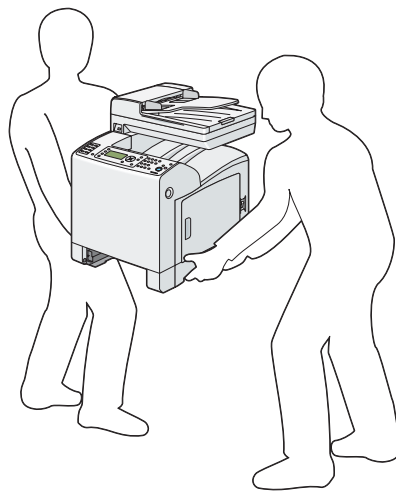
3. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



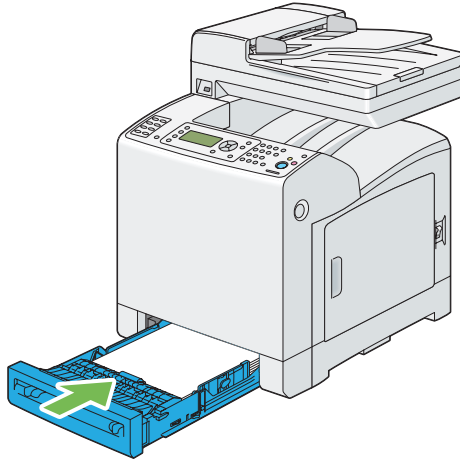
4. Lift the printer and move it gently.

Note:

If you move the printer over a long distance, remove the toner cartridges from the printer to prevent toner from spilling, and pack the printer inside a box.



5. Insert the standard 250-sheet tray into the printer, and push until it stops.



Important:

Do not use excessive force on the tray. Doing so could damage the tray or the inside of the printer.

6. Adjust the color registration before using your printer.

See Also:

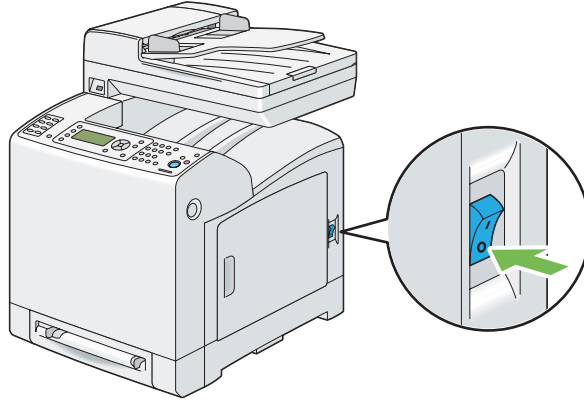
“Adjusting Color Registration” on page 354

Removing Options

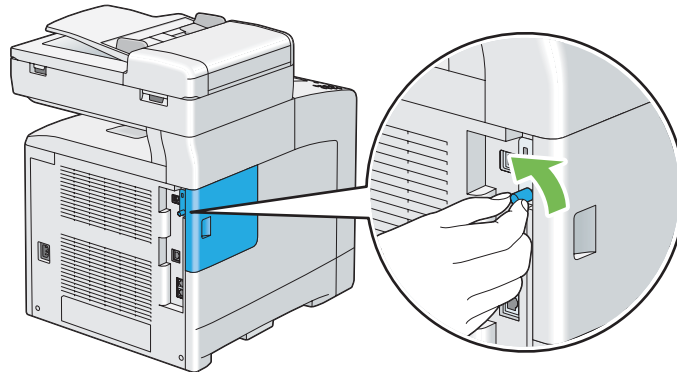
If the printer location needs to be changed or the printer and print media handling options need to be shipped to a new location, all print media handling options must be removed from the printer. For shipping, pack the printer and print media handling options securely to avoid damage.

Removing the Additional Memory Module

1. Turn off the printer.



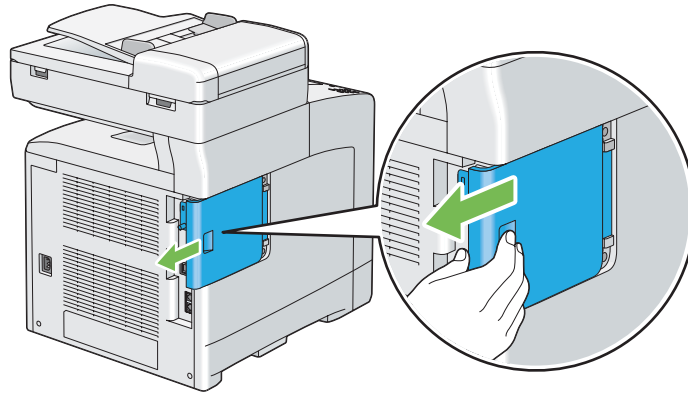
2. Turn the screw on the control board cover counterclockwise.



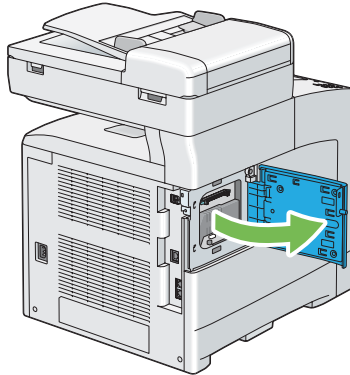
Note:

Loosen the screw. You do not need to remove the screw.

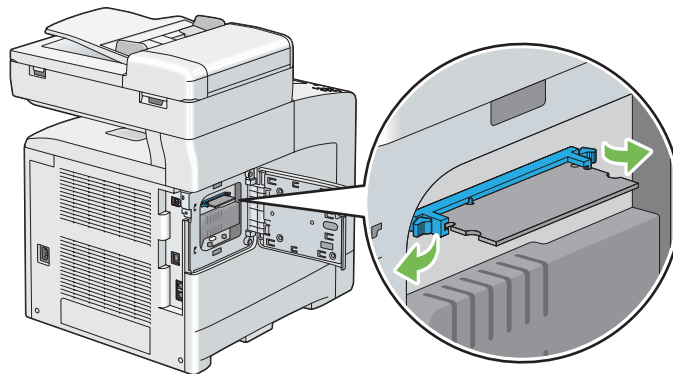
3. Slide the control board cover towards the rear of the printer.



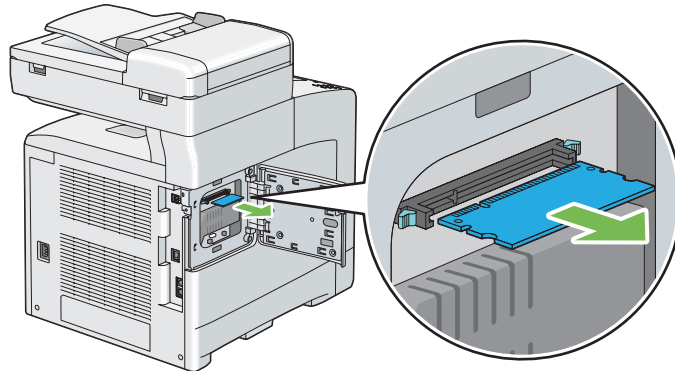
4. Open the control board cover completely.



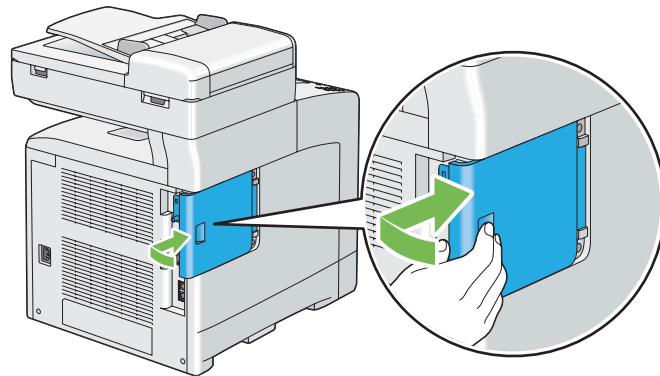
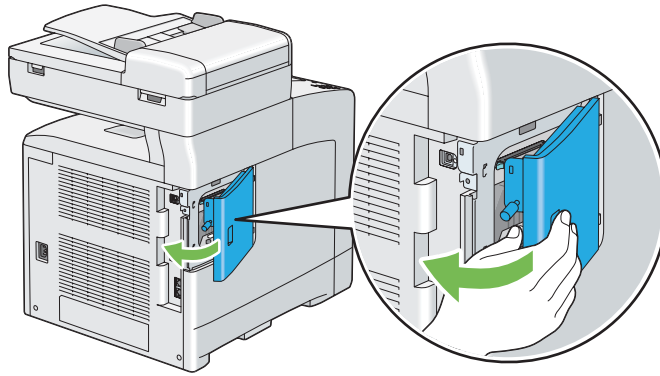
5. Push the clips on both sides of the slot outward.



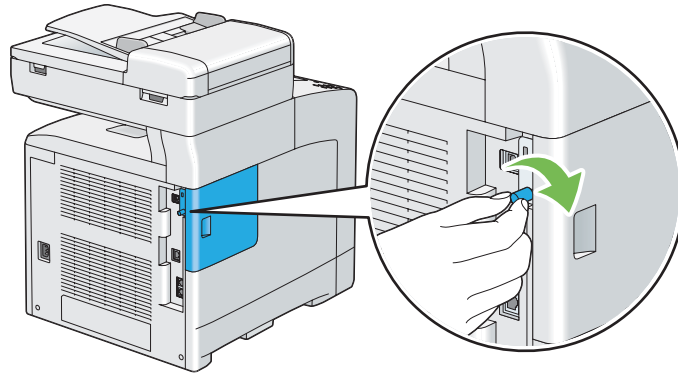
6. Hold the memory module and pull it straight out.



7. Close the control board cover, and slide it towards the front of the printer.



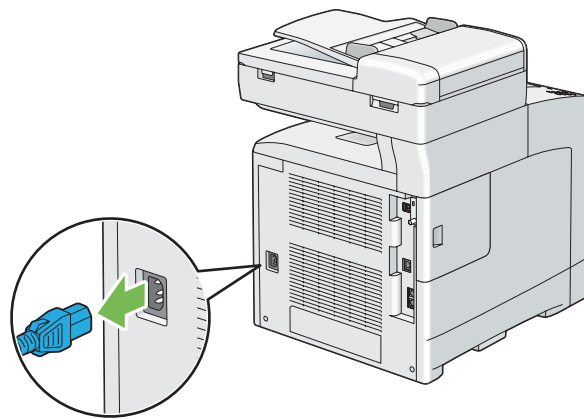
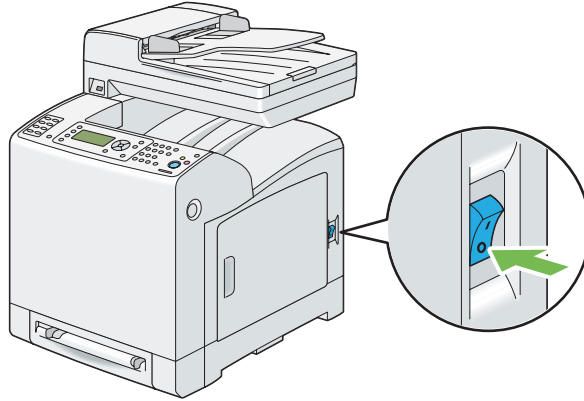
8. Turn the screw clockwise.



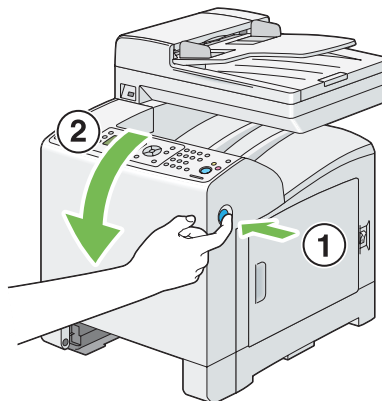
9. Turn on the printer.

Removing the Optional Duplex Unit

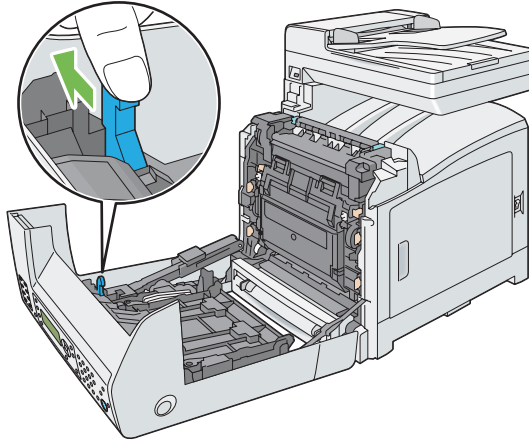
1. Turn off the printer and disconnect the power cord.



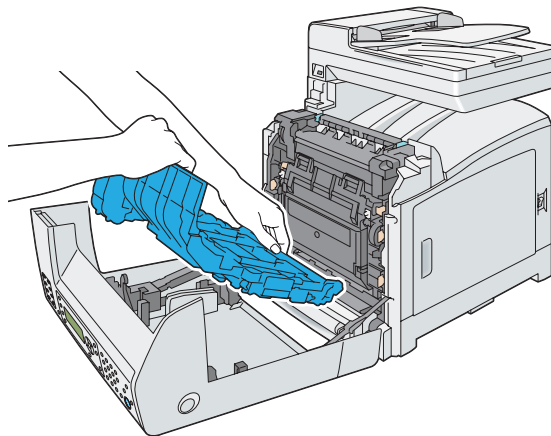
2. Push the side button to open the front cover.



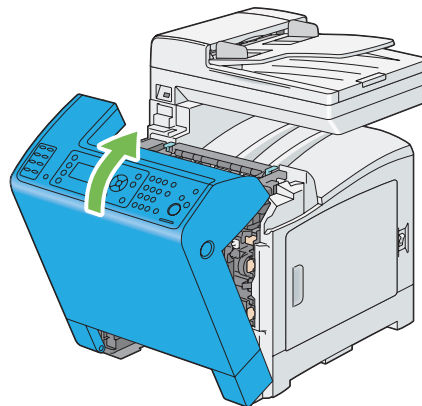
3. Lift the lever of the optional duplex unit.



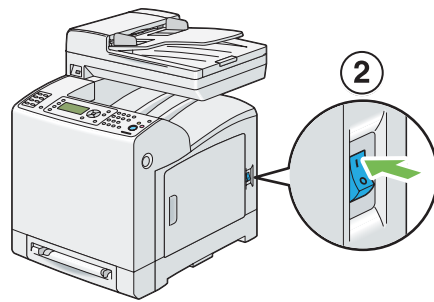
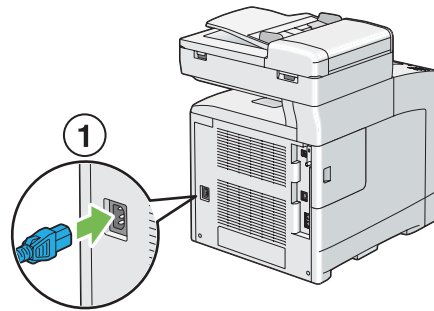
4. Hold both sides of the optional duplex unit, and then pull out the optional duplex unit.



5. Close the front cover.

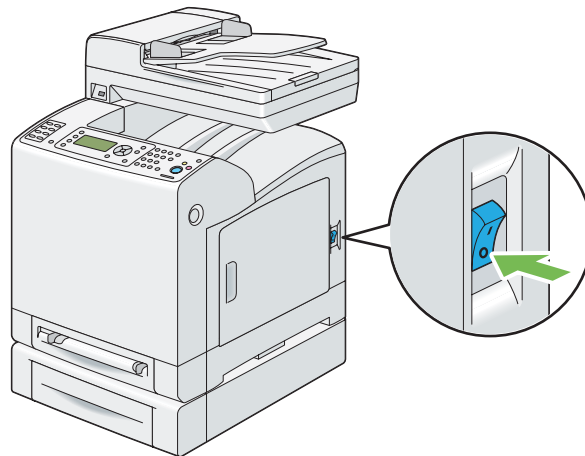


6. Reconnect the power cord to the power connector and turn on the printer.

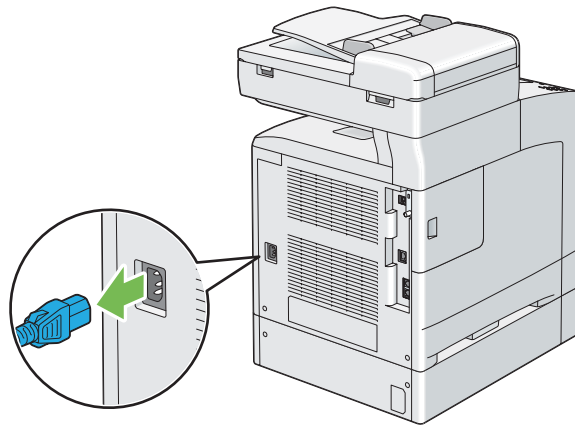


Removing the Optional 250-Sheet Paper Cassette Unit

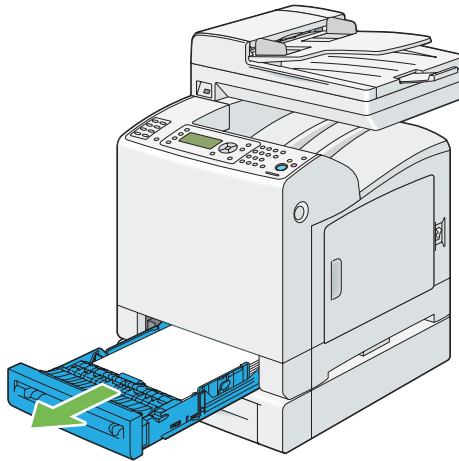
1. Turn off the printer.



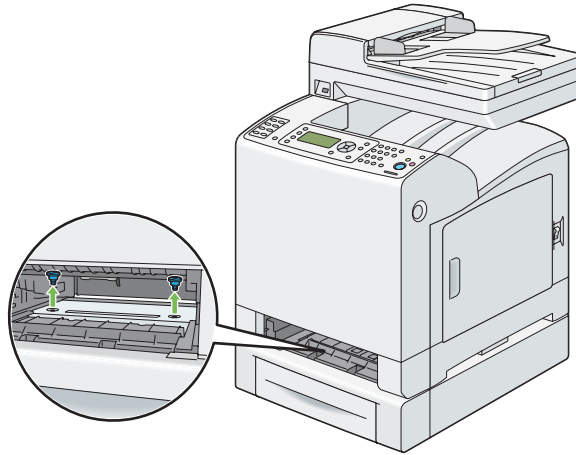
2. Disconnect the power cord from the power connector on the rear of the printer.



3. Pull the standard 250-sheet tray out of the printer about 200 mm. Hold the standard 250-sheet tray with both hands, and remove it from the printer.



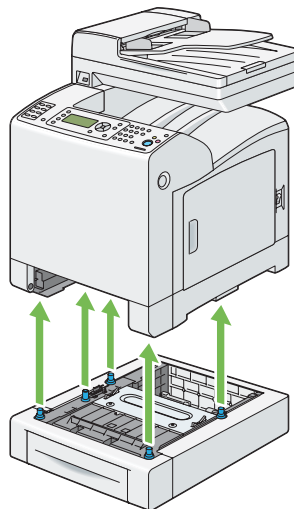
4. Remove the two screws joining the printer and the optional 250-sheet paper cassette unit by unscrewing them with a coin or similar object.



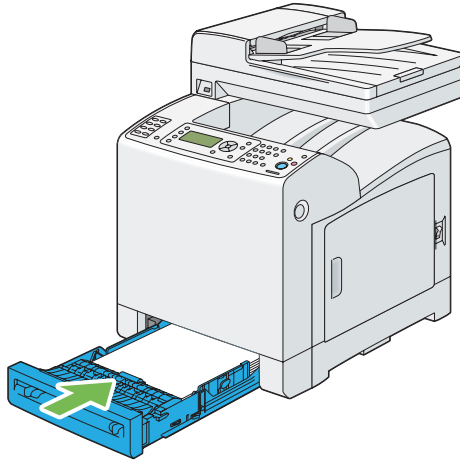
5. Gently lift the printer off the optional 250-sheet paper cassette unit, and place it on a level surface.

**Caution:**

Two people are required to lift the printer.



6. Insert the standard 250-sheet tray into the printer, and push until it stops.



7. Reconnect all cables into the rear of the printer and turn on the printer.

Appendix A

Where To Get Help

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

Help for Users in Europe

Check your **Pan-European Warranty Document** for information on how to contact Epson support.

Help for Users in Taiwan

Contacts for information, support, and services are:

World Wide Web (<http://www.epson.com.tw>)

Information on product specifications, drivers for download, and products enquiry are available.

Epson HelpDesk (Phone: +0800212873)

Our HelpDesk team can help you with the following over the phone:

- Sales enquiries and product information
- Product usage questions or problems
- Enquiries on repair service and warranty

Repair service center:

| Telephone number | Fax number | Address |
|------------------|-------------|--|
| 02-23416969 | 02-23417070 | No.20, Beiping E. Rd., Zhongzheng Dist., Taipei City 100, Taiwan |
| 02-27491234 | 02-27495955 | 1F., No.16, Sec. 5, Nanjing E. Rd., Songshan Dist., Taipei City 105, Taiwan |
| 02-32340688 | 02-32345299 | No.1, Ln. 359, Sec. 2, Zhongshan Rd., Zhonghe City, Taipei County 235, Taiwan |
| 039-605007 | 039-600969 | No.342-1, Guangrong Rd., Luodong Township, Yilan County 265, Taiwan |
| 038-312966 | 038-312977 | No.87, Guolian 2nd Rd., Hualien City, Hualien County 970, Taiwan |
| 02-82273300 | 02-82278866 | 5F.-1, No.700, Zhongzheng Rd., Zhonghe City, Taipei County 235, Taiwan |
| 03-2810606 | 03-2810707 | No.413, Huannan Rd., Pingzhen City, Taoyuan County 324, Taiwan |
| 03-5325077 | 03-5320092 | 1F., No.9, Ln. 379, Sec. 1, Jingguo Rd., North Dist., Hsinchu City 300, Taiwan |
| 04-23291388 | 04-23291338 | 3F., No.510, Yingcai Rd., West Dist., Taichung City 403, Taiwan |
| 04-23805000 | 04-23806000 | No.530, Sec. 4, Henan Rd., Nantun Dist., Taichung City 408, Taiwan |
| 05-2784222 | 05-2784555 | No.463, Zhongxiao Rd., East Dist., Chiayi City 600, Taiwan |

| Telephone number | Fax number | Address |
|------------------|------------|--|
| 06-2221666 | 06-2112555 | No.141, Gongyuan N. Rd., North Dist., Tainan City 704, Taiwan |
| 07-5520918 | 07-5540926 | 1F., No.337, Minghua Rd., Gushan Dist., Kaohsiung City 804, Taiwan |
| 07-3222445 | 07-3218085 | No.51, Shandong St., Sanmin Dist., Kaohsiung City 807, Taiwan |
| 08-7344771 | 08-7344802 | 1F., No.113, Shengli Rd., Pingtung City, Pingtung County 900, Taiwan |

Help for Users in Singapore

Sources of information, support, and services available from Epson Singapore are:

World Wide Web (<http://www.epson.com.sg>)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), Sales Enquiries, and Technical Support via e-mail are available.

Epson HelpDesk (Phone: (65) 6586 3111)

Our HelpDesk team can help you with the following over the phone:

- Sales enquiries and product information
- Product usage questions or problems
- Enquiries on repair service and warranty

Help for Users in Thailand

Contacts for information, support, and services are:

World Wide Web (<http://www.epson.co.th>)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and e-mail are available.

Epson Hotline (Phone: (66)2685-9899)

Our Hotline team can help you with the following over the phone:

- Sales enquiries and product information
- Product usage questions or problems
- Enquiries on repair service and warranty

Help for Users in Vietnam

Contacts for information, support, and services are:

Epson Hotline (Phone): 84-8-823-9239

Service Center: 80 Truong Dinh Street, District 1, Hochiminh City
Vietnam

Help for Users in Indonesia

Contacts for information, support, and services are:

World Wide Web (<http://www.epson.co.id>)

- Information on product specifications, drivers for download
- Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

Epson Hotline

- Sales enquiries and product information
- Technical support

Phone (62) 21-572 4350

Fax (62) 21-572 4357

Epson Service Center

| | |
|------------|---|
| Jakarta | Mangga Dua Mall 3rd floor No 3A/B Jl. Arteri Mangga Dua, Jakarta Phone/Fax: (62) 21-62301104 |
| Bandung | Lippo Center 8th floor Jl. Gatot Subroto No.2 Bandung Phone/Fax: (62) 22-7303766 |
| Surabaya | Hitech Mall It IIB No. 12 Jl. Kusuma Bangsa 116 – 118 Surabaya Phone: (62) 31-5355035 Fax: (62)31-5477837 |
| Yogyakarta | Hotel Natour Garuda Jl. Malioboro No. 60 Yogyakarta Phone: (62) 274-565478 |
| Medan | Wisma HSBC 4th floor Jl. Diponegoro No. 11 Medan Phone/Fax: (62) 61-4516173 |
| Makassar | MTC Karebosi Lt. III Kav. P7-8 Jl. Ahmad Yani No.49 Makassar Phone: (62)411-350147/411-350148 |

Help for Users in Hong Kong

To obtain technical support as well as other after-sales services, users are welcome to contact Epson Hong Kong Limited.

Internet Home Page

Epson Hong Kong has established a local home page in both Chinese and English on the Internet to provide users with the following information:

- Product information
- Answers to Frequently Asked Questions (FAQs)
- Latest versions of Epson product drivers

Users can access our World Wide Web home page at:

<http://www.epson.com.hk>

Technical Support Hotline

You can also contact our technical staff at the following telephone and fax numbers:

Phone: (852) 2827-8911

Fax: (852) 2827-4383

Help for Users in Malaysia

Contacts for information, support, and services are:

World Wide Web (<http://www.epson.com.my>)

- Information on product specifications, drivers for download
- Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

Epson Trading (M) Sdn. Bhd.

Head Office.

Phone: 603-56288288

Fax: 603-56288388/399

Epson Helpdesk

- Sales enquiries and product information (Infoline)

Phone: 603-56288222

- Enquiries on repair services & warranty, product usage and technical support (Techline)

Phone: 603-56288333

Help for Users in India

Contacts for information, support, and services are:

World Wide Web (<http://www.epson.co.in>)

Information on product specifications, drivers for download, and products enquiry are available.

Epson India Head Office - Bangalore

Phone: 080-30515000

Fax: 30515005

Epson India Regional Offices:

| Location | Telephone number | Fax number |
|-----------------|-------------------------|-------------------|
| Mumbai | 022-28261515 /16/17 | 022-28257287 |
| Delhi | 011-30615000 | 011-30615005 |
| Chennai | 044-30277500 | 044-30277575 |
| Kolkata | 033-22831589 / 90 | 033-22831591 |
| Hyderabad | 040-66331738/ 39 | 040-66328633 |

| Location | Telephone number | Fax number |
|------------|---------------------------------|--------------|
| Cochin | 0484-2357950 | 0484-2357950 |
| Coimbatore | 0422-2380002 | NA |
| Pune | 020-30286000 /30286001/30286002 | 020-30286000 |
| Ahmedabad | 079-26407176 / 77 | 079-26407347 |

Helpline

For Service, Product info or to order a cartridge - 18004250011 (9AM - 9PM) - This is a Toll-free number.

For Service (CDMA & Mobile Users) - 3900 1600 (9AM - 6PM) Prefix local STD code

Help for Users in the Philippines

To obtain technical support as well as other after sales services, users are welcome to contact the Epson Philippines Corporation at the telephone and fax numbers and e-mail address below:

| | |
|-----------------------|------------------------------|
| Trunk Line: | (63-2) 706 2609 |
| Fax: | (63-2) 706 2665 |
| Helpdesk Direct Line: | (63-2) 706 2625 |
| E-mail: | epchelpdesk@epc.epson.com.ph |

World Wide Web (<http://www.epson.com.ph>)

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and E-mail Enquiries are available.

Toll-Free No. 1800-1069-EPSON(37766)

Our Hotline team can help you with the following over the phone:

- Sales enquiries and product information
- Product usage questions or problems

- ❑ Enquiries on repair service and warranty

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