

Where to Find Information

Setup

This guide will help you set up and begin using your printer. It includes information on setting up your printer and installing the printer software.

Photo Print Software Setup

This guide provides information on installing EPSON PhotoQuicker, EPSON PhotoStarter, EPSON CardMonitor, EPSON PRINT Image Framer Tool and PIF DESIGNER. It also contains uninstalling and system requirements.

Standalone Operation Guide

This guide contained on the CD-ROM provides information for direct printing, troubleshooting tips and customer support information.

Getting Started

This guide provides information for direct printing.

EPSON PhotoQuicker User's Guide

This guide, included in EPSON Photo Quicker, provides information on the EPSON PhotoQuicker utility and troubleshooting tips.

Reference Guide

The Reference Guide contained on the CD-ROM provides detailed information about printing with a computer, maintenance, and problem solving.

EPSON®

Color Inkjet Printer

EPSON STYLUS™ PHOTO R300 Series

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Important Safety Instructions

Read all of the instructions in this section before using your printer. Also, be sure to follow all warnings and instructions marked on the printer.

When setting up your printer

Observe the following when setting up the printer:

- ☐ Do not block or cover the vents and openings in the printer.
- ☐ Use only the type of power source indicated on the printer's label.
- ☐ Use only the power cord that comes with this product. Use of another cord may result in fire or electric shock.
- ☐ This product's power cord is for use with this product only. Use with other equipment may result in fire or electric shock.
- ☐ Be sure your AC power cord meets the relevant local safety standard.
- ☐ Avoid using outlets on the same circuit as photocopiers or air control systems that regularly switch on and off.
- ☐ Avoid electrical outlets controlled by wall switches or automatic timers.
- ☐ Keep the entire computer system away from potential sources of electromagnetic interference, such as loudspeakers or the base units of cordless telephones.

- ❑ Do not use a damaged or frayed power cord.
- ❑ If you use an extension cord with the printer, make sure that the total ampere rating of the devices plugged into the extension cord does not exceed the cord's ampere rating. Also, make sure that the total ampere rating of all devices plugged into the wall outlet does not exceed the wall outlet's ampere rating.
- ❑ Do not attempt to service the printer yourself.
- ❑ Unplug the printer and refer servicing to qualified service personnel under the following conditions:

The power cord or plug is damaged; liquid has entered the printer; the printer has been dropped or the casing damaged; the printer does not operate normally or exhibits a distinct change in performance.

- ❑ If you plan to use the printer in Germany, the building installation must be protected by a 10 or 16 amp circuit breaker to provide adequate short-circuit protection and over-current protection for this printer.

When choosing a place for the printer


Observe the following when choosing a place for the printer:

- ❑ Place the printer on a flat, stable surface that extends beyond the base of the printer in all directions. If you place the printer by the wall, leave more than 10 cm between the back of the printer and the wall. The printer will not operate properly if it is tilted at an angle.
- ❑ When storing or transporting the printer, do not tilt it, stand it on its side, or turn it upside down. Otherwise, ink may leak from the cartridges.

- ❑ Leave enough space in front of the printer for the paper to be fully ejected.
- ❑ Avoid places subject to rapid changes in temperature and humidity. Also, keep the printer away from direct sunlight, strong light, or heat sources.
- ❑ Avoid places subject to dust, shocks, or vibrations.
- ❑ Leave enough room around the printer to allow for sufficient ventilation.
- ❑ Place the printer near a wall outlet where the plug can be easily unplugged.

When using the printer

Observe the following when using the printer:

- ❑ Do not insert objects through the slots in the printer.
- ❑ Take care not to spill liquid on the printer.
- ❑ Do not put your hand inside the printer or touch the ink cartridges during printing.
- ❑ Do not move the print head by hand; otherwise, you may damage the printer.
- ❑ Always turn the printer off using the  power button. When this button is pressed, the LCD panel goes blank. Do not unplug the printer or turn off the power to the outlet until the LCD panel goes blank.
- ❑ Before transporting the printer, make sure that the print head is in the home (far right) position and the ink cartridges are in place.

- ❑ Leave the ink cartridges installed. Removing the cartridges can dehydrate the print head and may prevent the printer from printing.

When using a memory card

- ❑ Do not remove the memory card or turn off the printer while the computer and the memory card are communicating (when the memory card lights is flashing.).
- ❑ The methods for using memory cards vary according to card type. Be sure to refer to the documentation packaged with your memory card for details.
- ❑ Use only memory cards compatible with the printer. Refer to Loading Memory Cards.

When using LCD panel or the optional Preview Monitor

- ❑ The LCD panel or optional Preview Monitor may contain a few small bright or dark spots. These are normal and do not mean that the LCD monitor is damaged in any way.
- ❑ Only use a dry, soft cloth to clean the LCD panel or the optional Preview Monitor. Do not use liquid or chemical cleansers.
- ❑ If the LCD panel on your printer's control panel or optional Preview Monitor is damaged, contact your dealer. If the liquid crystal solution gets on your hands, wash them thoroughly with soap and water. If the liquid crystal solution gets into your eyes, flush them immediately with water. If discomfort or vision problems remain after a thorough flushing, see a doctor immediately.

- ❑ Do not remove the Preview Monitor slot cover unless you are using the optional Preview Monitor.

When using the optional Bluetooth Photo Print Adapter

Refer to the Bluetooth Photo Print Adapter's documentation for the safety instructions.

When handling the ink cartridges

Observe the following when handling the ink cartridges:

- ❑ Keep ink cartridges out of the reach of children. Do not allow children to drink from or otherwise handle the cartridges.
- ❑ Do not shake the ink cartridges; this can cause leakage.
- ❑ Be careful when you handle used ink cartridges, as there may be some ink remaining around the ink supply port. If ink gets on your skin, wash the area thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems remain after a thorough flushing, see a doctor immediately.
- ❑ Do not remove or tear the label on the cartridge; this can cause leakage.
- ❑ Install the ink cartridge immediately after you remove it from its package. If you leave a cartridge unpacked for a long time before using it, normal printing may not be possible.
- ❑ Do not use an ink cartridge beyond the date printed on the cartridge carton: otherwise, it may result in reduced print quality. For best results, use up the ink cartridges within six months of first installing them.

- ❑ Do not dismantle the ink cartridges or try to refill them. This could damage the print head.
- ❑ After bringing an ink cartridge inside from a cold storage site, allow it to warm up at room temperature for at least three hours before using it.
- ❑ Store ink cartridges in a cool, dark place.
- ❑ Do not touch the green IC chip on the back of the cartridge. Doing so may prevent normal operation and printing.
- ❑ The IC chip on this ink cartridge retains a variety of cartridge related-information such as the amount of ink remaining, so that the cartridge may be removed and reinserted freely. However, each time the cartridge is inserted, some ink is consumed because the printer automatically performs a reliability check.
- ❑ If you remove an ink cartridge for later use, protect the ink supply area from dirt and dust and store it in the same environment as the printer. A valve in the ink supply port makes covers or plugs unnecessary, but the ink may stain items that come into contact with this area of the cartridge. Do not touch the ink supply port or the surrounding area.

ENERGY STAR® Compliance



As an ENERGY STAR® Partner, Epson has determined that this product meets the ENERGY STAR® guidelines for energy efficiency.

The International ENERGY STAR® Office Equipment Program is a voluntary partnership with the computer and office equipment industry to promote the introduction of energy-efficient personal computers, monitors, printers, fax machines, copiers, scanners, and multifunction devices in an effort to reduce air pollution caused by power generation. Their standards and logos are uniform among participating nations.

Warnings, Cautions, and Notes



Warnings

must be followed carefully to avoid bodily injury.



Cautions

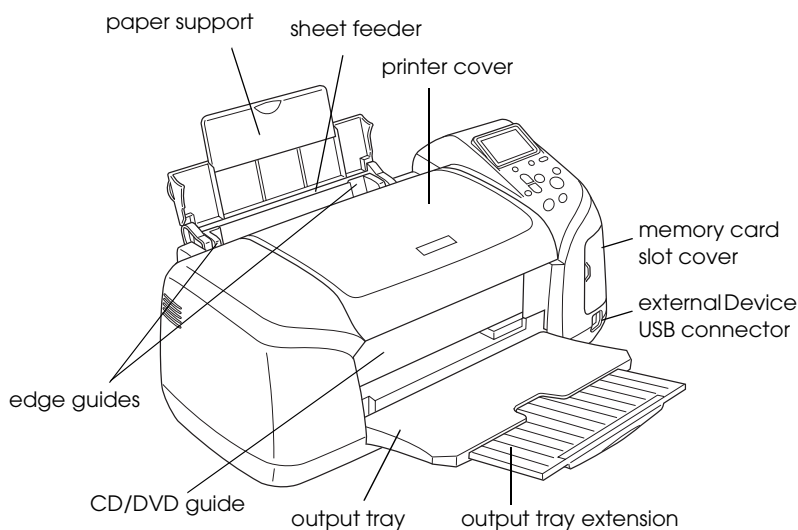
must be observed to avoid damage to your equipment.

Notes

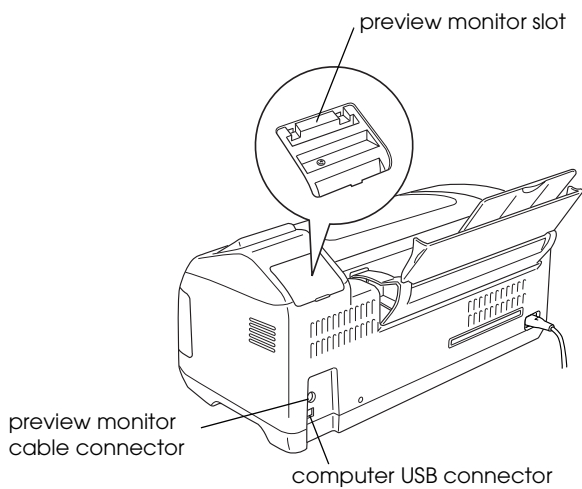
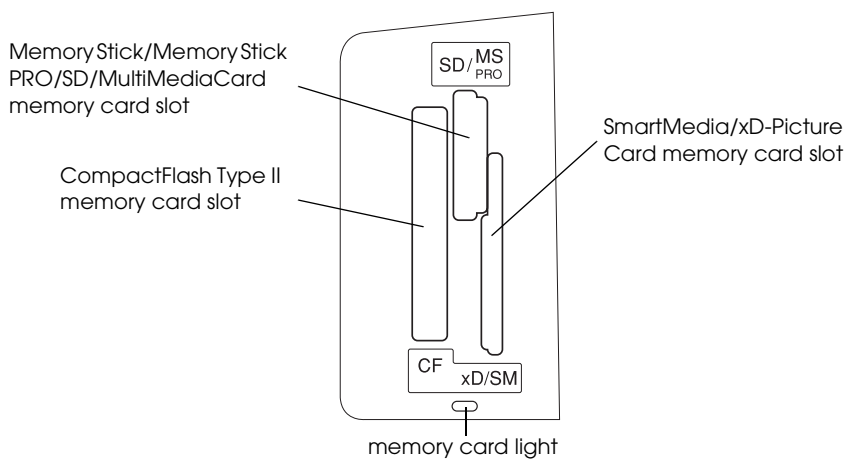
contain important information and useful tips on the operation of your printer.

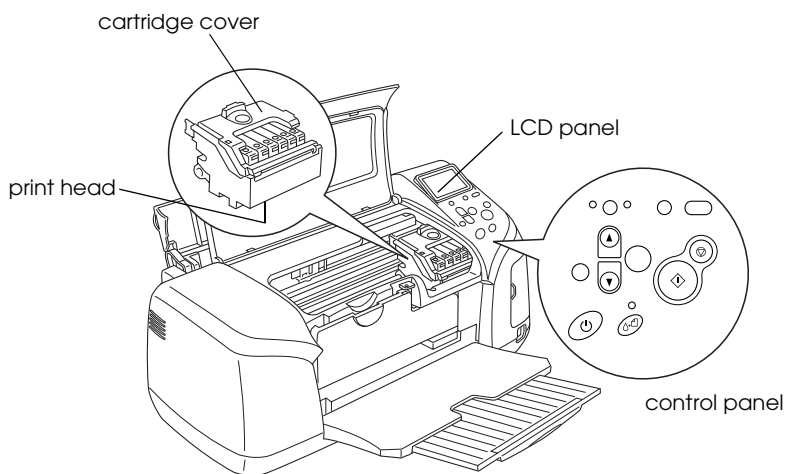
Printer Parts and Control Panel Functions

Printer Parts

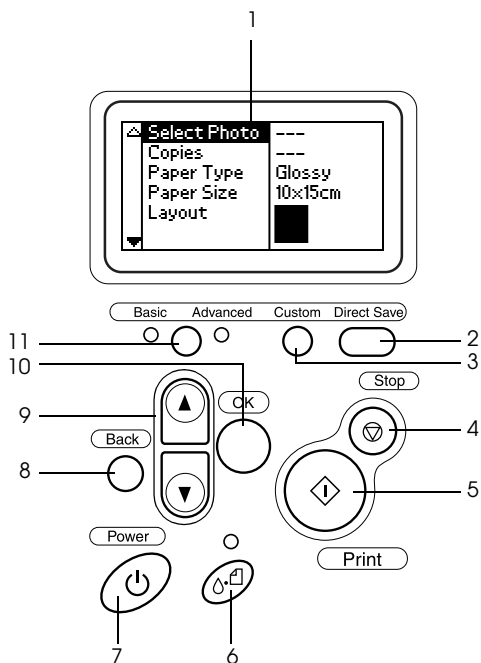


Memory card slot (enlarged figure)





Control Panel






Buttons


1. **LCD panel:** Shows the items and settings you change with the buttons on the control panel.
2. **Direct Save button:** Store the contents of memory card in an external storage device.
3. **Custom buttons:** Store the current settings on the LCD panel when held down for more than two seconds. Load the stored settings when pressed.
4. **Stop button:** Cancels print operations, or the settings on the LCD panel.
5. **Print button:** Starts printing with the settings on the LCD panel selected via the buttons on the control panel.
6. **Maintenance button:** Refer to the following table for details.
7. **Power button:** Refer to the following table for details.
8. **Back button:** Returns to the main menu on the LCD panel.
9. **Up/Down arrow buttons:** Move the cursor on the LCD panel. Increase and decrease numbers being entered.
10. **OK button:** Opens the setting menu and selects the item to be set on the LCD panel.
11. **Basic/Advanced mode switch button:** Switches between Basic mode and Advanced mode.

Note:

With the exception of the maintenance button, the stop button and the power button, the control panel buttons are used only with direct printing from a memory card.

Button	Function
 power	Turns the printer on and off.
 maintenance	<p>Displays instructions to resolve errors, or cleans the following errors:</p> <ul style="list-style-type: none"> No ink No ink cartridge/abnormality No paper (cut sheet only) Paper jam Multi-page feed <p>Starts the Ink Cartridge Replacement utility.</p> <p>Displays the Ink Cartridge Replacement menu when the  maintenance light is off and the button is pressed when in Advanced Mode. If the Maintenance button is pressed when in Basic Mode, nothing happens.</p>

Lights

Light	Description
Maintenance 	On or flashes when an error occurs. On the LCD panel, check the description of the error.
Basic Print mode	On when Basic Print mode is selected.
Advanced Print mode	On when Advanced Print mode is selected.
Memory card	On when a memory card is inserted into the memory card slot. Flashes when the printer is accessing the memory card.



Caution:

Use only one type of memory card at a time. Eject the loaded memory card before inserting another memory card.

Direct Printing Basics

Introduction

This section provides information on how to print directly from a memory card using settings on the LCD panel and without the use of a computer.

Note:

- ❑ *Before printing large jobs, print a single sheet to confirm quality.*
- ❑ *Disconnecting the USB cable is recommended when printing directly from a memory card.*

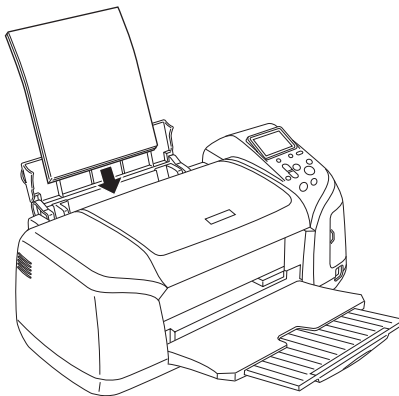
For printing from a computer, double click the ESPR300 Reference Guide icon on the desktop.

Loading Single Sheets of Paper

Follow the steps below to load paper into the printer.

1. Open the paper support, then slide out the extension.
2. Lower the output tray and slide out the extension.
3. Position the left edge guide so that the distance between the two guides is slightly wider than the width of your paper.
4. Fan a stack of plain paper, then tap it on a flat surface to even the edges.

5. Load the paper with the printable side up so it is against the right edge guide, and slide it into the sheet feeder. Then slide the left edge guide against the left edge of the paper. Make sure that the paper stack is loaded under the tabs inside the edge guides.



Note:

- ☐ Leave enough space in front of the printer for the paper to be fully ejected.
- ☐ Always load paper into the sheet feeder short edge first.
- ☐ Make sure that the paper stack is flush with or lower than the triangular load-limit mark on the edge guide.
- ☐ Make sure the CD/DVD tray is not inserted in the printer and the CD/DVD guide is up.

Media Type	Loading Capacity
EPSON Photo Paper	Up to 20 sheets.
EPSON Matte Paper-Heavyweight	Up to 20 sheets.
EPSON Premium Glossy Photo Paper	Up to 20 sheets.
EPSON Premium Semigloss Photo Paper	Up to 20 sheets.
EPSON ColorLife Photo Paper	Up to 20 sheets.
EPSON Iron-On Cool Peel Transfer Paper	One sheet at a time.

Loading Memory Cards

Loadable storage media

Digital photographs are stored either in the digital camera’s built-in memory or in loadable storage media called memory cards. Memory cards can be inserted into and removed from the camera. The types of storage media that can be used with this printer are shown below.

Loadable storage media	
CompactFlash	MagicGate Memory Stick
Memory Stick	Memory Stick PRO
Memory Stick Duo (must be used with a Memory Stick Adapter)	Microdrive
MultiMediaCard	SD Card
SmartMedia	miniSD card (must be used with an SD adaptor)
xD-Picture Card	



Caution:
The methods for using memory cards vary according to card type. Be sure to refer to the documentation packaged with your memory card for details.

Note:
See “Memory card data format” on page 21 for the specifications of memory cards that can be used with the printer.

Memory card data format

You can use image files that meet the following requirements.

Digital camera	DCF version 1.0 compliant ^{*1}
File format	JPEG format image files ^{*2} taken with a DCF version 1.0 compliant digital camera
Image size	Vertical 120 to 4600 pixels, horizontal 120 to 4600 pixels
Number of files	Up to 999

^{*1}: DCF stands for the "Design rule for Camera File system" standard, set by the Japan Electronics and Information Technology Industries Association (JEITA).

^{*2}: Supports Exif Version 2.1/2.2.

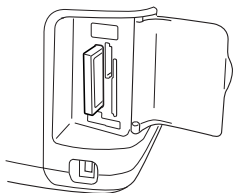
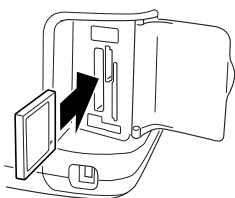
Note:

File names containing double-byte characters are not valid when printing directly from a memory card.

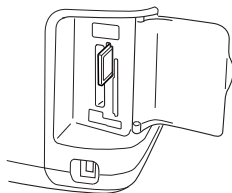
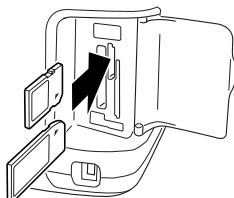
Inserting memory cards

Turn the printer on, open the memory card slot cover, then insert a memory card as shown in the illustration. When the memory card is inserted correctly, the memory card light will come on.

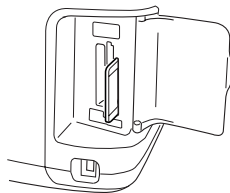
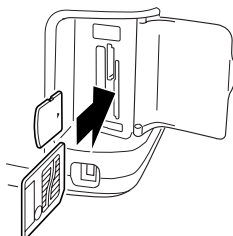
CompactFlash/
Microdrive



Memory Stick/
Memory Stick PRO/
MagicGate Memory
Stick/
Memory Stick Duo/
MultiMediaCard/
SD Card/
miniSD card



SmartMedia/
xD-Picture Card



**Caution:**

- ❑ *Insert a memory card so that the top of the card faces the right side, as shown in the illustration.*
- ❑ *Loading a memory card in ways other than those shown here may damage the printer, memory card, or both.*
- ❑ *Use only one type of memory card at a time. Eject the loaded memory card before inserting another kind of memory card.*
- ❑ *Close the memory card slot cover when the memory card is in operation to protect the memory card from static electricity. If you touch the memory card when it is inserted in the printer, it may cause the printer to malfunction.*
- ❑ *Before loading the Memory Stick Duo and miniSD Card attach the adapter provided with it.*

Basic Printing

This printer has two print modes, Basic and Advanced. Basic mode makes it easy to select photos, print or make copies. Advanced mode enables you to edit various settings.

Note:

When Basic Mode is selected, Paper Type, Paper Size and Layout are automatically set to Premium Glossy Photo Paper, 10 × 15 cm and Borderless or index.

Printing an index

You can print one or more copies of an index of all the photographs on a loaded memory card. An index can be helpful in selecting which photos you want to print.

1. Make sure that Basic Mode is selected.



Note:

When Advanced Mode is selected, press the Basic/Advanced mode switch button, then press the OK button to switch to Basic Mode.

2. Make sure Select Photo is highlighted, then press the OK button to open the menu.
3. Press the ▲ button to select Index, then press the OK button.



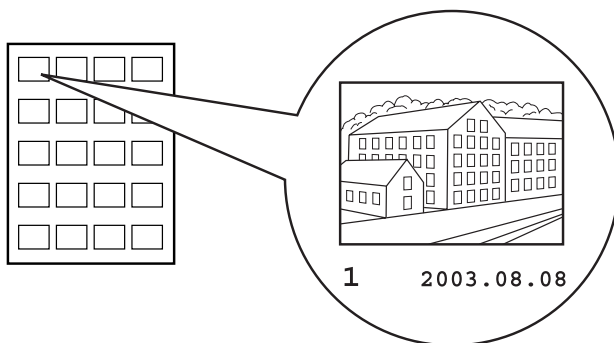
4. Make sure that 1 each is indicated as the Copies setting.



5. Press the Print button to print the index.

Single photo print

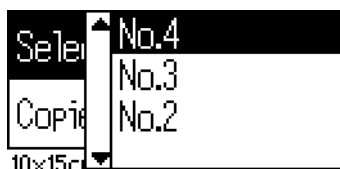
The example here is to print a single photo on the 10 × 15 cm size of Premium Glossy Photo Paper with Borderless and normal print quality.



Index

Photo Number

1. From the index, find the number of the photo that you want to print. The number is printed under the photo.
2. Press the ▲ or ▼ button to select Select Photo, then press the OK button.
3. Press the ▲ or ▼ button to specify the photo number that you have selected from the Index, then press the OK button.



4. Select Copies, press the OK button to open the Copies counter, select the number you want to print, then press the OK button.



5. Press the Print button to print the photo.

Print all photographs on the memory card

All: Print all photographs on the memory card.

1. Select All as the Select Photo.



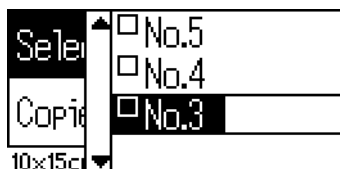
2. Select Copies, press the OK button to open the Copies counter, select the number you want to print, then press the OK button.

Print multiple selected photographs

Individual: Print selected photographs from the memory card.

1. Select Individual as the Select Photo.

- Press the ▲ or ▼ button to select the photo number you want to print, then press the OK button.



- Press the ▲ or ▼ button to select the number of copies you want to print, then press OK button. You can choose up to 10 copies.

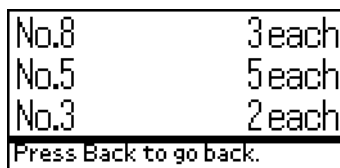


- Repeat steps 2 through 3 to register other photos.

Note:

To reset the number of copies, select the photo and press the OK button. The number of copies resets to 0 and the check box becomes unchecked.

- When you have finished selecting photos, press the Back button, then press the OK button to confirm your selections.



6. When the numbers of all the photos you want to print have been registered, press the Print button to print the selected photographs.

Print the DPOF data

This printer conforms to DPOF (Digital Print Order Format) version 1.10. DPOF lets you set the photo numbers and the number of copies for photos on the digital camera before you print. To create DPOF data that supports DPOF, you must use a digital camera that supports DPOF. For the details about DPOF settings, see your digital camera's documentation.

1. Load a memory card which contains DPOF data. Once a memory card has been loaded, the Select Photo value becomes DPOF and the Copies value becomes the number of copies you selected on your digital camera.

Select Photo	DPOF
Copies	7 total

10x15cm Glossy borderless

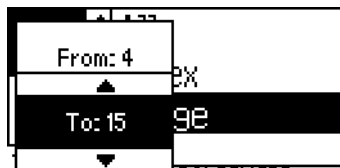
2. Press the Print button to start printing.

Print a range of photographs

Range: Print a range of selected photographs from the memory card.

1. Select Range as the select Photo.

2. Press the ▲ or ▼ button to select the number of the first photo you want to print From:, then press the OK button. Next, select the number of the last photo you want to print To:, then press the OK button.



3. Press the Back button to highlight Copies, then select the number of Copies, and press the Print button to print the selected photographs.

Print P.I.F. Index

Using P.I.F. Index is possible to print a list of the PRINT Image Framer frames stored in the memory card, when the memory card is in the printer.

1. Select P.I.F. Index from Select Photo.
2. Make sure that 1 each is selected as the Copies setting.
3. Press the Print button to start printing.

Printing on CD/DVD

This section provides information on how to use the LCD panel to print directly onto a CD/DVD, without the use of a computer. It provides step-by-step instructions on how to load the CD/DVD in the printer, how to select the print layout, and how to adjust the print settings.

Refer to the *Reference Guide* on the desktop if you are printing from a computer connected to the printer.

When printing on CD/DVD, keep the following points in mind:

Note:



- ❑ *Use only CD/DVD media labelled as suitable for printing, for example “Printable on the label surface” or “Printable with ink jet printers”.*
- ❑ *The printed surface is easily smeared immediately after printing.*
- ❑ *Be sure to let CDs and DVDs dry completely before using them or touching the printed surface.*
- ❑ *Do not allow the printed CD/DVD to dry in direct sunlight.*
- ❑ *Moisture on the printable surface may cause smearing.*
- ❑ *If the CD/DVD tray or the internal transparent compartment are accidentally printed on, immediately wipe off the ink.*
- ❑ *Reprinting on the same CD/DVD may not improve the print quality.*

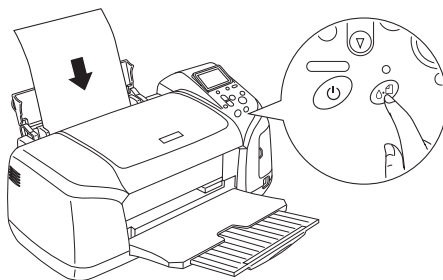
Cleaning the Printer before printing on CD/DVD

Before printing on a CD/DVD, it is necessary to clean the roller inside of the printer by feeding and ejecting A4 size plain paper. This is to prevent any dirt on the roller from adhering to the printable surface of the CD/DVD.

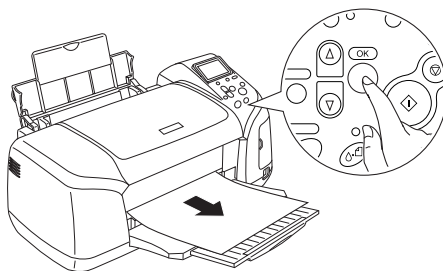
Clean this roller only once before printing CD/DVD. You do not need to do this each time you print on a CD/DVD.

1. Open the paper support, then slide out the extension.
2. Lower the output tray and slide out the extension.

3. Make sure that the printer is on.
4. Load A4 size paper in the sheet feeder.
5. Press the  Maintenance button in Advanced mode, then press the  button to highlight Paper Feed/Paper Eject and press the OK button. The paper is fed.



6. Press the OK button again. The paper is ejected.



7. Repeat the above steps 4 to 6 several times.

Preparing to Print on CD/DVD

1. Open the printer cover, then open the CD/DVD guide.

2. The “Switching to CD/DVD print mode” message appears when you open the CD/DVD guide, and the print settings are automatically set to those for printing onto CD/DVDs.

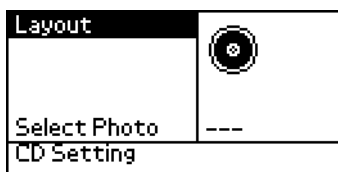
Note:

An error occurs if the CD/DVD guide is opened while printing, or if paper is loaded in the sheet feeder.

3. Insert the memory card containing the photo data you want to print into the memory card slot.

Selecting the Layout

1. Make sure that Layout is selected in the LCD panel settings, then press the OK button.



2. Press the ▼ button to select the desired layout, then press the OK button.

You can select the following layout options when printing on a CD/DVD.

	One photo will be printed on the CD/DVD, centered on the hole in the middle of the disc.
	Four photos will be printed on the CD/DVD, with one image in each of four quarters.
	12 photos will be printed on the CD/DVD, arranged in a circle around the outer edge of the disc.

Selecting the Photos to Print

1. Press the ▼ button to highlight Select Photo, then press the OK button.
2. Press the ▼ button to select the desired photo, then press the OK button.



Note:

This screen appears when 4-photo or 12-photo has been selected in the Layout settings.

3. Press the ▲ button to specify the number of prints for each photo, if you selected the 4-photo or 12-photo option for the Layout setting.



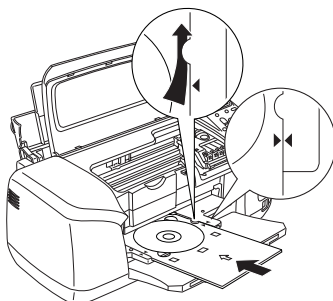
Note:

- ❑ To select more than one photo, repeat steps 2 and 3 to select other photos and the number of times to print them.
- ❑ The total number of images that will be printed is displayed at the bottom of the LCD display.

- ❑ *When selecting photos for the 4-photo or 12-photo layout setting, you can select a number of images less than the total. Unused areas of the layout will be left blank. If you specify a number of images greater than will fit on one CD/DVD, the extra images will be added to a layout for an extra CD/DVD and the printer will ask you to load another CD/DVD after printing the CD/DVD.*

Loading a CD/DVD

1. Place the CD/DVD on the CD/DVD tray with the label surface up.
2. Insert the CD/DVD tray into the CD/DVD guide.



Note:

- ❑ *Align the arrow mark on the CD/DVD tray with the arrow mark on the CD/DVD guide.*
 - ❑ *Insert the CD/DVD tray so that the CD/DVD tray passes under the small rollers on the both sides of the CD/DVD slot.*
3. Close the printer cover.
 4. Press the Back button to return to the Layout screen, then press the Print button to print the CD/DVD.

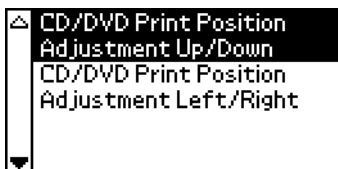
Note:

- ❑ We recommend that you print a test of the layout on a test CD/DVD, before printing on a real CD/DVD.
- ❑ If necessary, you can adjust the print position. See “Adjusting the Print Position” on page 35 for details.
- ❑ If an error message appears on the LCD panel, follow the instructions on the LCD panel to clear the error.

Adjusting the Print Position

Follow the steps below to adjust the print position, if necessary.

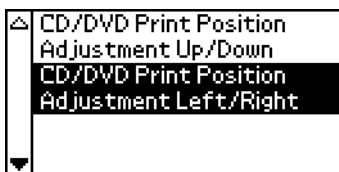
1. Press the ▲ or ▼ button to highlight CD Setting and press the OK button.
2. To move the image up or down; press the ▲ button to select CD/DVD Print Position Adjustment Up/Down and press the OK button.



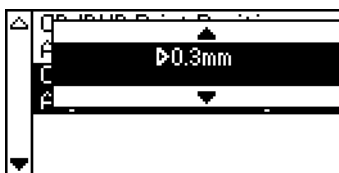
3. Press the ▲ or ▼ button to select the direction and amount to move the image, then press the OK button.



4. To move the image left or right; press the ▼ button to select CD/DVD Print Position Adjustment Left/Right and press the OK button.



5. Press the ▲ or ▼ button to select the direction and amount to move the image, then press the OK button.



6. Press the Back button to return to the Layout screen, then press the Print button to print the CD/DVD.

Note:

The printer remembers the print adjustment setting even after it has been turned off, so you do not need to adjust the position each time you use the CD/DVD function.

Adjusting the Print Density

Follow the steps below to adjust the amount of ink used when printing photos on a CD/DVD. This adjusts the depth of color in the printed image.

1. Press the ▲ or ▼ button to highlight CD Setting and press the OK button.

2. Select Color Density and press the OK button.
3. Press the ▼ button to select the desired color density and press the OK button.

Canceling Printing Using the Control Panel

To stop printing in progress, press the Stop button. The printer will cancel all print jobs, stop printing, and eject any pages or CD/DVD tray that were printing. Depending on the printer's status, printing may not stop immediately.

Ejecting Memory Cards

After printing all of the jobs, eject the memory card.

1. Make sure that the memory card light is not flashing.
2. Open the memory card slot cover then pull the card out to eject the memory card.



Caution:

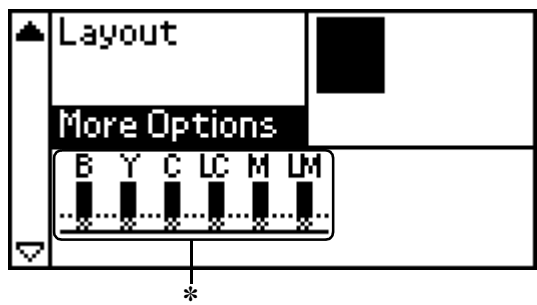
- ❑ *The handling method varies depending on the storage media. Be sure to refer to the documentation packaged with your memory card for details.*
- ❑ *Do not remove memory cards or turn off power to the printer while printing or while the memory card light is flashing. Doing so can cause data to be lost.*

Replacing Ink Cartridges

Checking the Ink Supply

Using the LCD panel

To check which cartridge requires replacing, check the LCD panel. Press the ▲ or ▼ buttons in Advanced mode to scroll the screen until More Options appears. The ink icons appear beneath More Options on the LCD panel.



* ink icon

Ink icon indicates the amount of the ink remaining as follows:

Ink icon	Status
... comes on	Ink remaining
... and ... blinks	Ink cartridge is nearly empty.
... blinks	Ink cartridge is empty. Replace with a new one.

Replacing an Ink Cartridge

This printer uses ink cartridges equipped with IC chips. The IC chip accurately monitors the amount of ink used by each cartridge, so even if a cartridge is removed and later reinserted, all of its ink can be used. However, some ink is consumed each time the cartridge is inserted because the printer automatically checks reliability.

You can replace an ink cartridge using the printer's control panel. Refer to the appropriate section below for instructions.

**Warning:**

- ❑ *Keep ink cartridges out of the reach of children. Do not allow children to drink from or otherwise handle the cartridges.*
- ❑ *Be careful when you handle the used ink cartridges, as there may be some ink around the ink supply port. If ink gets on your skin, wash the area thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems remain after a thorough flushing, see a doctor immediately.*

**Caution:**

- ❑ *Epson recommends the use of genuine Epson ink cartridges. Other products not manufactured by Epson may cause damage to your printer not covered by Epson's warranties.*
- ❑ *Leave the old cartridge installed in the printer until you have obtained a replacement; otherwise, ink remaining in the print head nozzles may dry out.*
- ❑ *Do not refill the ink cartridges. The printer calculates the amount of ink remaining using an IC chip on the ink cartridge. Even if the cartridge is refilled, the amount of ink remaining will not be recalculated by the IC chip and the amount of ink available for use will not change.*

Note:

- ❑ *You cannot continue printing with one ink cartridge empty, even if the other cartridges still contains ink. Before printing, replace the empty cartridge.*
- ❑ *In addition to the ink used during document printing, ink is consumed during the print head cleaning operation, during the self-cleaning cycle which is performed when the printer is turned on, and during ink charging when the ink cartridge is installed in the printer.*
- ❑ *You can check which cartridge needs replacing with the LCD panel. See “Using the LCD panel” on page 38 for detail.*

For more information about ink cartridges.

➔ See “When handling the ink cartridges” on page 9

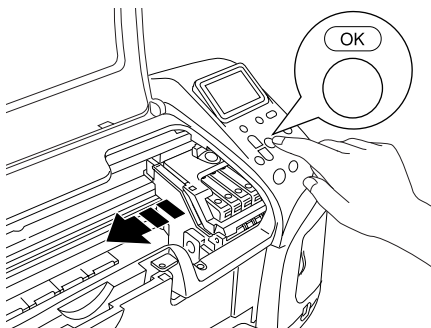
Using the printer's control panel buttons

1. Make sure that the printer is on but not printing, then open the paper support, the printer cover, and lower the output tray.

Note:

- ❑ *Make sure the CD/DVD tray is not inserted in the printer before you replace the ink cartridge.*
 - ❑ *To check the ink Levels, press the ▼ button in Advanced Mode to scroll to the next screen. The ink icon displayed in the LCD panel flashes when the ink runs low. When the ink runs out, the entire ink icon flashes and a message is displayed.*
2. Check that the message “ink out” is displayed in the LCD panel and press the maintenance button. This message is not displayed if there is some ink left. In this case, press the maintenance button, make sure Ink Cartridge Replacement is selected, and press the OK button. To find out which cartridge requires replacing, see “Checking the Ink Supply” on page 38.

3. Follow the instructions on the screen and press the OK button. The ink cartridge moves slowly to the ink replacement position.

**Caution:**

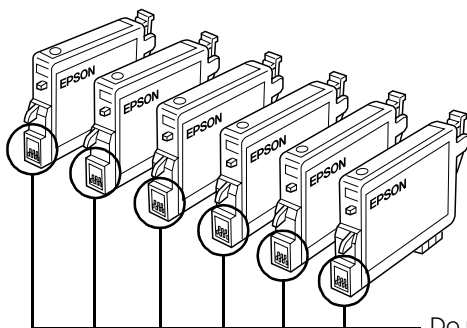
Do not move the print head by hand, as this may damage the printer. Always press the OK button to move it.

4. Remove the new ink cartridge from the package.



Caution:

- ❑ *Be careful not to break the hooks on the side of the ink cartridge when you remove it from the package.*
- ❑ *Do not remove or tear the label on the cartridge; otherwise, ink will leak.*
- ❑ *Do not touch the green IC chip on the front of the cartridge. This can damage the ink cartridge.*

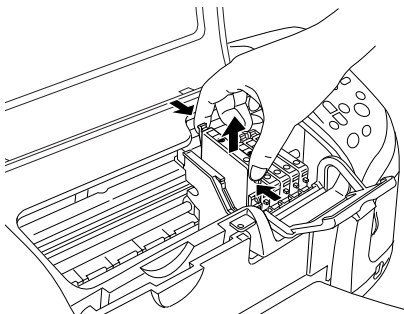


Do not touch this part.

- ❑ *If you remove an ink cartridge for later use, be sure to protect the ink supply area from dirt and dust; store it in the same environment as the printer. Be sure to store the cartridge as shown in the illustration. Note that there is a valve in the ink supply port, making covers or plugs unnecessary, but care is needed to prevent the ink from staining items that the cartridge touches. Do not touch the ink supply port or surrounding area.*
- ❑ *Be sure to always install an ink cartridge into the printer immediately following the removal of the current ink cartridge. If the ink cartridge is not installed promptly, the print head may dry out, rendering it unable to print.*

5. Open the cartridge cover. Pinch the sides of the ink cartridge that you want to replace. Lift the cartridge out of the printer and dispose of it properly. Do not take the used cartridge apart or try to refill it.

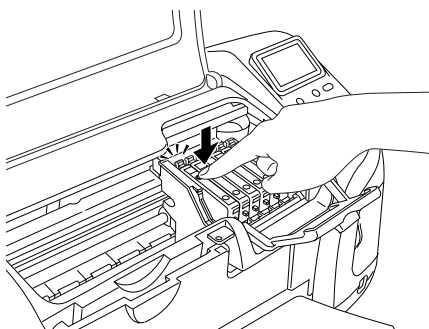
The illustration shows replacement of the black ink cartridge.



Warning:

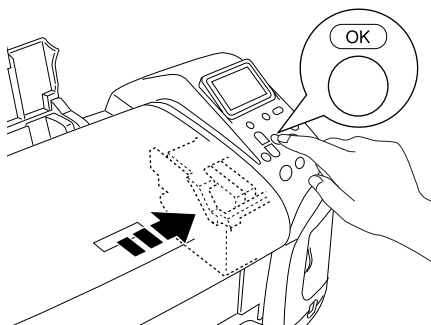
If ink gets on your hands, wash them thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems continue after a thorough flushing, see a doctor immediately.

6. Place the ink cartridge vertically into the cartridge holder. Then, push the ink cartridge down until it clicks into place.



7. When you are finished replacing the cartridge, close the cartridge cover and the printer cover.

8. Press the OK button. The print head will move and begins charging the ink delivery system. When the ink charging process is finished, the print head will return to its home position.




Caution:

The progress meter is displayed in the LCD panel while the ink is being charged. Never turn the power supply to the printer off before the completion message is displayed. Doing so can result in incomplete charging of ink.

9. When the message “Ink cartridge replacement is complete” is displayed in the LCD panel, press the OK button.

Note:

If the ink end error occurs after the print head moves to its home position, the ink cartridge may not be installed properly. Press the  maintenance button again, and reinstall the ink cartridge until it clicks into place