



GT-2500

User's Guide

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EPSON Scan software is based in part on the work of the Independent JPEG Group.

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Safety Instructions

Important Safety Instructions

Read all these instructions, and follow all warnings and instructions marked on the scanner.

- ❑ In this document, warnings, cautions, and notes indicate the following:



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 this product.

- ❑ Place the scanner close enough to the computer for the interface cable to reach it easily. Do not place or store the scanner or the AC adapter outdoors, near excessive dirt or dust, water, heat sources, or in locations subject to shocks, vibrations, high temperature or humidity, direct sunlight, strong light sources, or rapid changes in temperature or humidity. Do not use with wet hands.
- ❑ Place the scanner and the AC adapter near an electrical outlet where the AC power cord can be easily unplugged.



Cautions:

Be sure the AC power cord meets the relevant local safety standards.

- ❑ The AC power cord should be placed to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place objects on top of the AC power cord and do not allow the AC adapter or the AC power cord to be stepped on or run over. Be particularly careful to keep all the AC power cords straight at the ends and the points where they enter and leave the AC adapter.
- ❑ Use only the AC adapter model A371B/A311E that comes with your scanner. Using any other adapter could cause fire, electrical shock, or injury.
- ❑ The AC adapter is designed for use with the scanner with which it was included. Do not attempt to use it with other electronic devices unless specified.
- ❑ Use only the type of power source indicated on the AC adapter's label, and always supply power directly from a standard domestic electrical outlet with the AC power cord that meets the relevant local safety standards.
- ❑ When connecting this product to a computer or other device with a cable, ensure the correct orientation of the connectors. Each connector has only one correct orientation. Inserting a connector in the wrong orientation may damage both devices connected by the cable.
- ❑ Avoid using outlets on the same circuit as photocopiers or air control systems that regularly switch on and off.
- ❑ If you use an extension cord with the scanner, make sure the total ampere rating of the devices plugged into the extension cord does not exceed the cord's ampere rating. Also, make sure the total ampere rating of all devices plugged into the electrical outlet does not exceed the electrical outlet's ampere rating. Do not place multiple loads on the electrical outlet.

- ❑ Never disassemble, modify, or attempt to repair the AC adapter, AC power cord, scanner, or scanner option by yourself except as specifically explained in the scanner's guides.
- ❑ Do not insert objects into any opening as they may touch dangerous voltage points or short out parts. Beware of electrical shock hazards.
- ❑ Do not use aerosol products that contain flammable gases inside or around this product. Doing so may cause fire.
- ❑ Unplug the scanner and the AC adapter, and refer servicing to qualified service personnel under the following conditions: The AC power cord or plug is damaged; liquid has entered the scanner or the AC adapter; the scanner or the AC adapter has been dropped or the case has been damaged; the scanner or the AC adapter does not operate normally or exhibits a distinct change in performance. (Do not adjust controls that are not covered by the operating instructions.)
- ❑ Unplug the scanner and the AC adapter before cleaning. Clean with a damp cloth only. Do not use liquid or aerosol cleaners.
- ❑ If you are not going to use the scanner for a long period, be sure to unplug the AC adapter from the electrical outlet.
- ❑ **For Hong Kong and Singapore users:**
Replace fuses only with fuses of the correct size and rating.

☐ **Safety requirements for United Kingdom, Singapore, and Hong Kong users:**

Mains plug:

Use a 3-pin mains plug that is registered with the Safety Authority.

Flexible cord:

Use a double insulated flexible cord that is certified* to the relevant IEC or BS standards.

Appliance connector:

Use an appliance connector certified* to the relevant IEC or BS standards.

* certified by member of IECEE CB Scheme.

☐ **For United States users:**

 The lamp(s) in this product contain mercury (Hg). Please consult your state and local regulations regarding disposal or recycling. Do not put in the trash.

Restrictions on Copying

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

Copying of the following items is prohibited by law:

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

Exercise caution when copying the following items:

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

Responsible use of copyrighted materials

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

ENERGY STAR® compliance



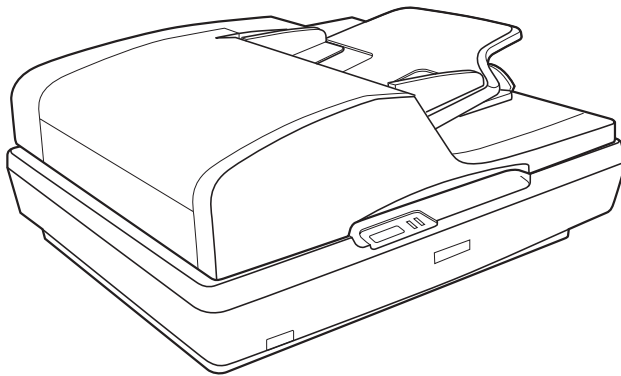
As an ENERGY STAR® Partner, Epson has determined that this product meets the ENERGY STAR® guidelines for energy efficiency.

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, and in an effort to reduce air pollution caused by power generation. Their standards and logos are uniform among participating nations.

Overview of Your Scanner Features

Scanning Using the Automatic Document Feeder

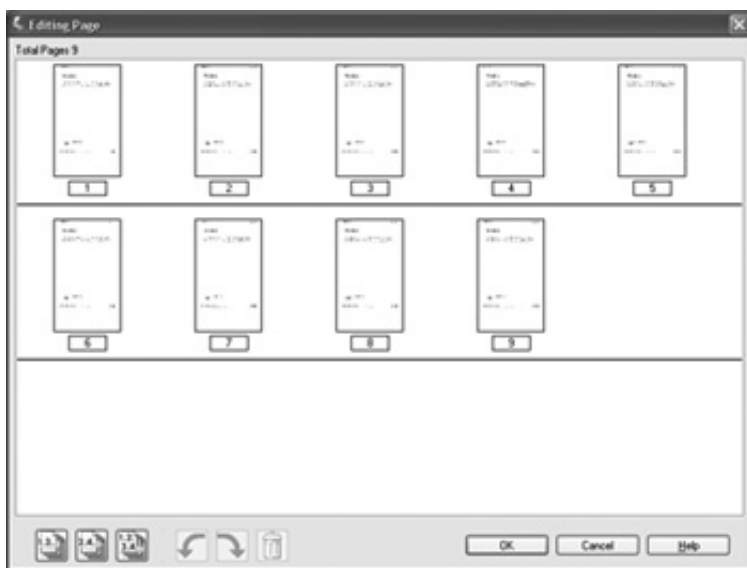
You can load an original document of up to 50 pages in the Automatic Document Feeder (ADF) built into your scanner. This lets you quickly scan and save documents on your computer without placing each page individually. See "Loading Documents in the Automatic Document Feeder" on page 24 to get started.



You can still place one-page originals, or valuable photos and documents directly on the document table whenever you need to scan them. See "Placing Originals on the Document Table" on page 28 for instructions.

Scanning to a PDF File

You can scan multiple document pages using the ADF and save them as one PDF file on your computer. EPSON Scan displays an editing page so you can view the pages as you scan them and reorder, rotate, or delete them as necessary.



You can also place one page at a time on the document table and scan and save it as a PDF file.

See "Scanning to a PDF File" on page 99 for instructions.


Converting Scanned Documents Into Editable Text

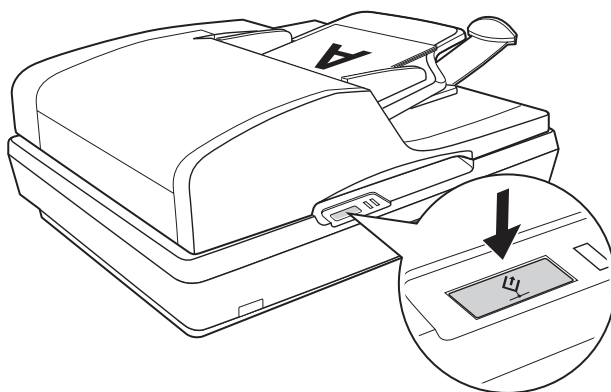
You can scan a document and convert the text into data that you can edit with a word processing program. This process is called OCR (Optical Character Recognition). To scan and use OCR, you need to use an OCR program, such as Adobe® Acrobat®. See "Converting Scanned Documents into Editable Text" on page 109 for instructions.


Available Scanning Methods


Your scanner gives you two ways to scan. You can select the method that works best for the project you are scanning and the way you like to work.

Using the Start Button

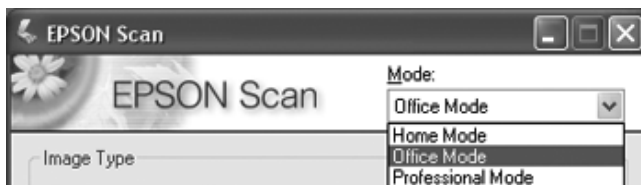
The  Start button on the scanner automatically opens your scanning software so you can scan your document or photo to a file.



To scan using the ADF and the  Start button, see "Starting a Scan With the Start Button" on page 34.

To scan from the document table using the  Start button, see "Starting a Scan With the Start Button" on page 66.

Using EPSON Scan



EPSON Scan lets you control all aspects of scanning and includes three modes:

- ❑ **Office Mode** lets you quickly select settings for scanning text documents and check their effects with a preview image. EPSON Scan opens in this mode the first time you use it.
- ❑ **Home Mode** lets you customize a few scanning settings for documents and photos, and check their effects with a preview image. (Available only when you are scanning from the document table.)
- ❑ **Professional Mode** gives you total control of your scanning settings and lets you check their effects with a preview image.

You can use EPSON Scan as a “standalone” program to scan your documents or photos directly to files on your computer.

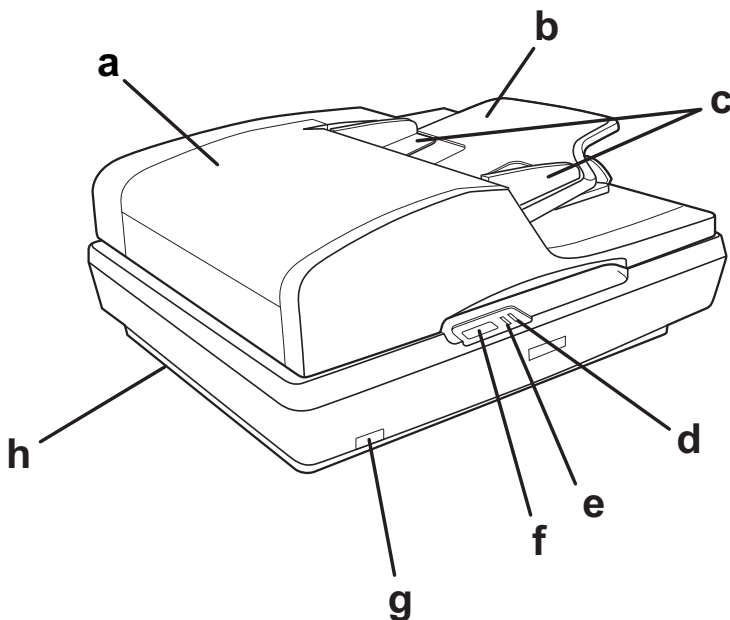
- ❑ To scan documents using the ADF, see "Starting a Scan With EPSON Scan" on page 36.
- ❑ To scan documents or photos placed on the document table, see "Starting a Scan With EPSON Scan" on page 67.

You also use EPSON Scan whenever you scan with another TWAIN-compliant program, such as Adobe Acrobat.

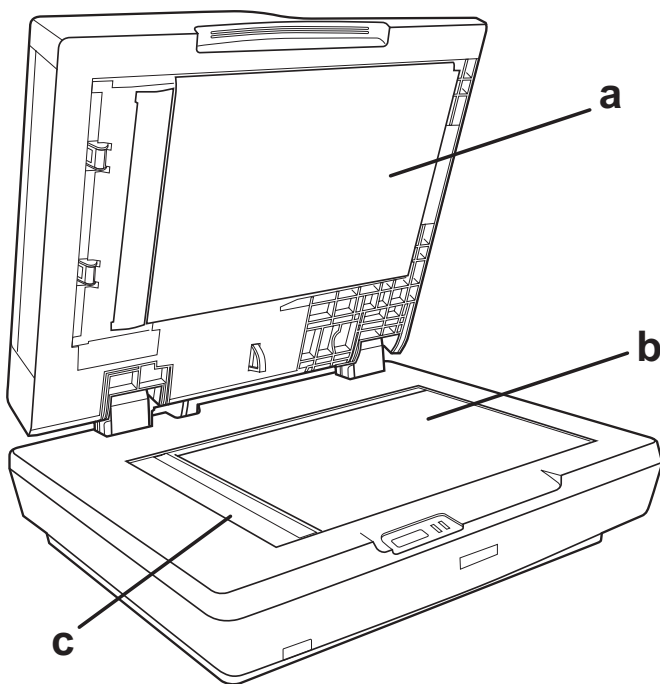
- ❑ To scan documents using the ADF, see "Starting a Scan With Another Scanning Program" on page 39.
- ❑ To scan documents or photos placed on the document table, see "Starting a Scan With Another Scanning Program" on page 69.

Guide to the Scanner Parts

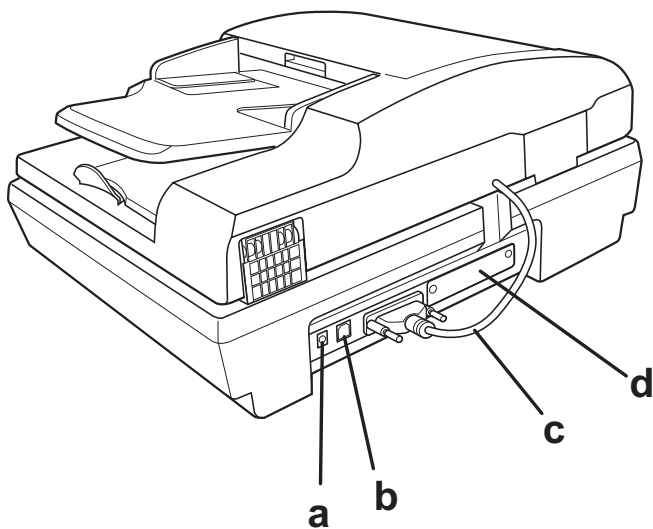
Scanner Parts



- a. Automatic Document Feeder (ADF)
- b. Paper support
- c. Edge guides
- d. Error light
- e. Ready light
- f. ⏮ Start button
- g. ⏻ power button
- h. scanner transportation lock



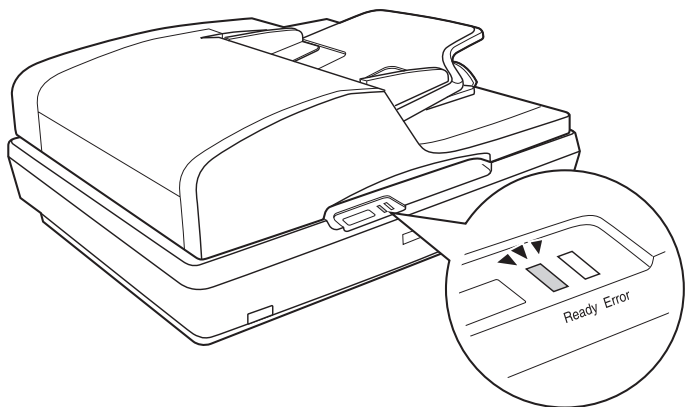
- a. underside of ADF
- b. document table
- c. carriage home position













- a. DC inlet
- b. USB interface connector
- c. ADF cable (do not disconnect)
- d. optional interface card slot

Lights and Start Button


Lights

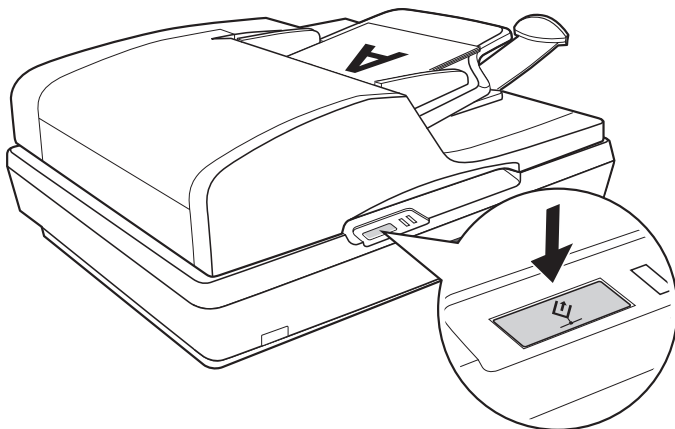



The scanner lights indicate the scanner's status.


Ready light	Error light	Meaning
 On	 Off	Ready to scan images.
 Flashing	 Off	Initializing or scanning.
 On	 On	A command error has occurred. See "Reading the Scanner Lights" on page 140 for more information.
 Flashing	 Flashing	A fatal error has occurred. See "Reading the Scanner Lights" on page 140 for more information.
 Off	 Off	The scanner is off.


Start Button


The scanner has a  Start button for scanning operations.



The  Start button automatically opens your scanning software so you can scan your image to a program or file.

Before using the  Start button, make sure you have installed EPSON Scan.

To scan using the ADF and the  Start button, see "Starting a Scan With the Start Button" on page 34.

To scan from the document table using the  Start button, see "Starting a Scan With the Start Button" on page 66.

Placing Originals on the Scanner

Loading Documents in the Automatic Document Feeder

You can load up to 50 sheets of paper in the ADF (a stack thickness of 5.0 mm [0.2 inches] or less). See "Document Specifications" on page 27 for details.

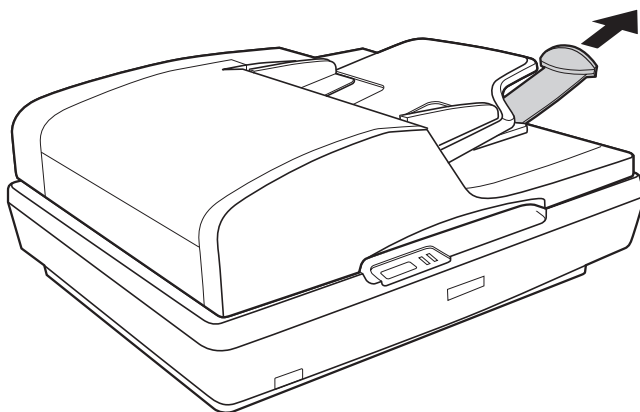
Only load sheets that are all the same size.



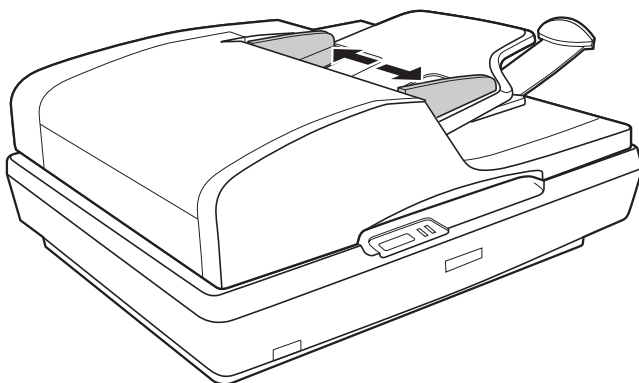
Caution:

- ☐ *Do not feed photographs or valuable original artwork into the ADF. Misfeeding may wrinkle or damage the original. Scan high-quality color or halftone documents on the document table instead.*
- ☐ *Remove any documents from the document table and make sure there is no dust on the glass before loading documents in the ADF.*

1. Extend the paper support at the end of the output tray on the ADF.



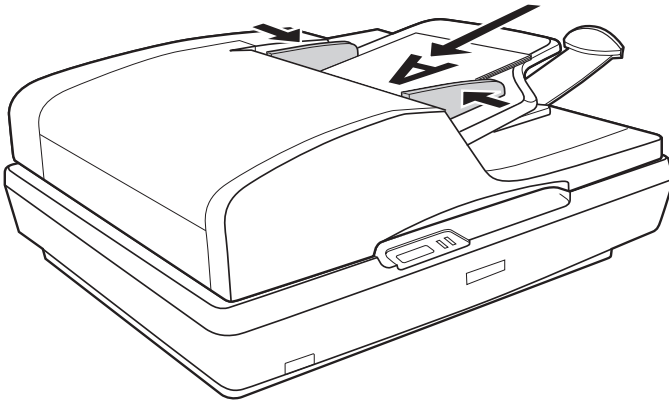
2. Slide the edge guides on the input tray of the ADF all the way outward.



3. You will load your first document page, preview it in your scanner software, and load it again with all the rest of your pages.

Place the first page of your document in the input tray with the printed side facing up and the top edge facing into the feeder. Slide the paper into the feeder until it meets resistance.

Then slide the edge guides over to the edge of the paper.



To scan your document, see "Starting a Scan With the Start Button" on page 34.

Document Specifications

The table below listed the sizes of paper you can load in the ADF.

Paper name	Size
A4	210 × 297 mm (8.3 × 11.7 inches)
Letter	215.9 × 279.4 mm (8.5 × 11 inches)
Legal	215.9 × 355.6 mm (8.5 × 14 inches)
B5	182 × 257 mm (7.2 × 10.1 inches)
A5	148.5 × 210 mm (5.9 × 8.3 inches)

Load only documents that meet the following specifications in the ADF:

Size	Width: 148.5 to 215.9 mm (5.9 to 8.5 inches) Length: 148.5 to 355.6 mm (5.9 to 14 inches)
Weight	60 to 105 g/m ²
Paper type	High-quality bond paper

Make sure your documents meet the following conditions before loading them into the ADF:

- ☐ The ink is dry.
- ☐ The document has no holes and is not ripped or wrinkled.
- ☐ The document has no staples, paper clips, or other objects attached to it; these may damage the feeder mechanism.
- ☐ The document has no folds.
- ☐ The document has no cut-out areas.
- ☐ The document is not a multipart form or bound.
- ☐ The document has no rear carbon coating.

Placing Originals on the Document Table

Before scanning a document, remember to respect the rights of copyright owners. Do not scan published text or images without first checking their copyright status.



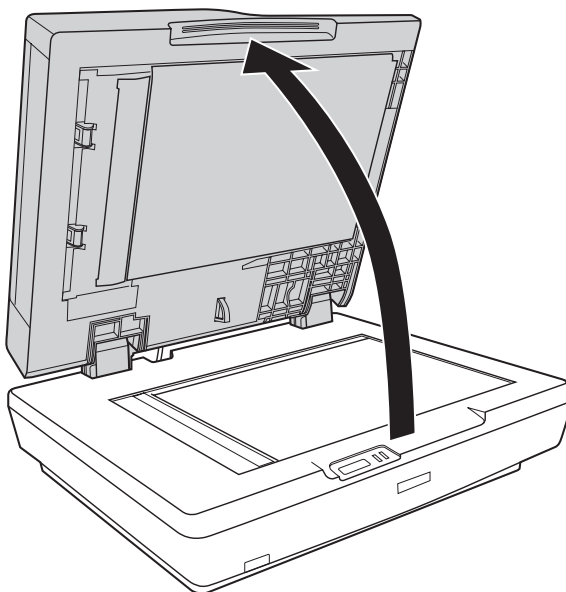
Caution:

Do not place heavy objects on the document table glass and do not press the glass with too much force.

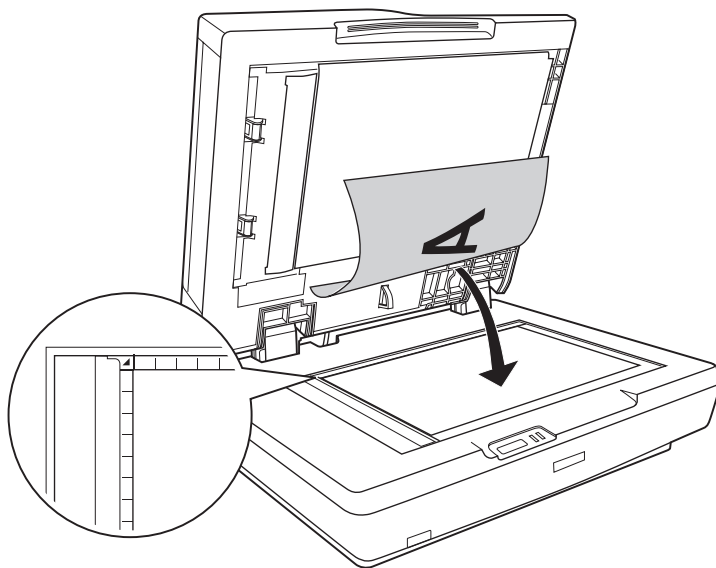
Note:

If you want to scan a multiple page document with the Automatic Document Feeder, see "Loading Documents in the Automatic Document Feeder" on page 24 instead.

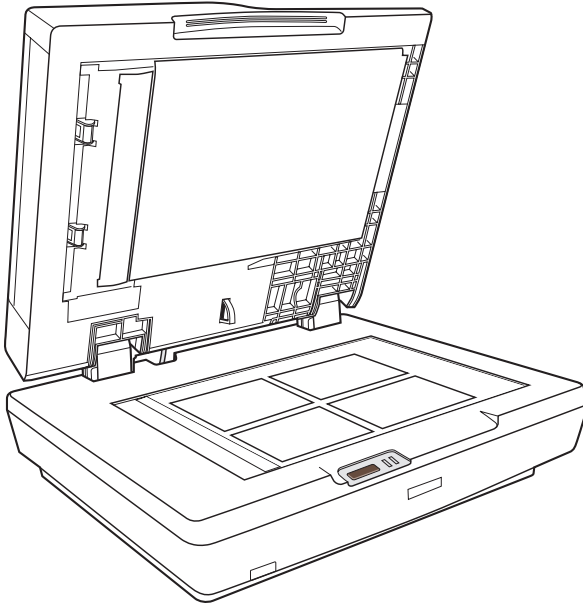
1. Open the ADF.



2. Place your document or photo on the document table, face down on the glass. Make sure the top of the document or photo is against the upper left corner of the document table.



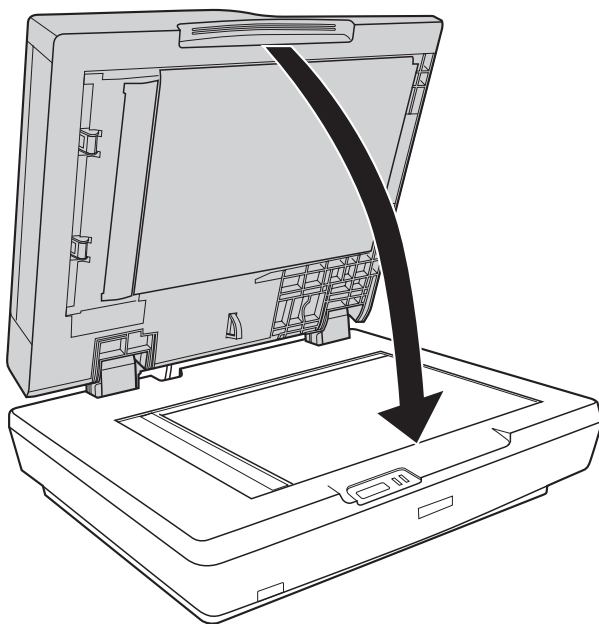
3. If you are scanning multiple documents or photos at once, position each one at least 20 mm (0.8 inches) away from the others.



Note:

If you are scanning large or thick documents, see "Placing Large or Thick Documents" on page 32 for instructions.

4. Close the ADF gently so that your original does not move.



Note:

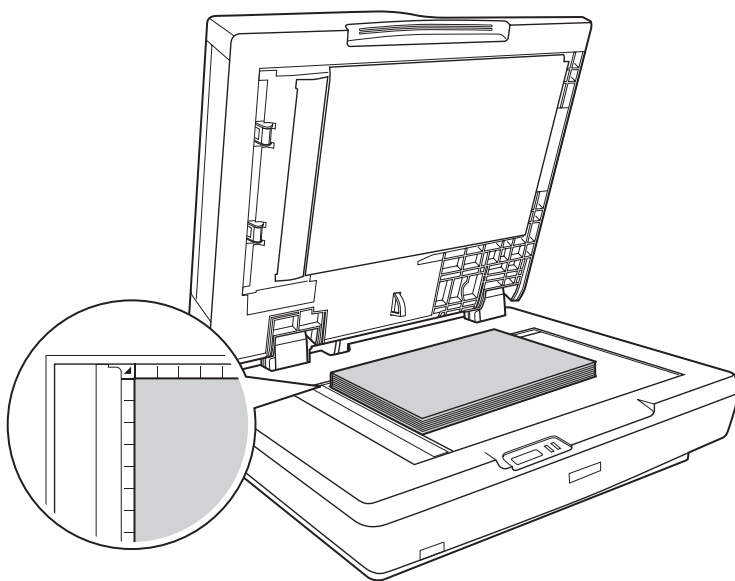
- ❑ *Always keep the document table and the underside of the ADF clean. See "Cleaning the Scanner" on page 136 for instructions.*
- ❑ *Do not leave photos on the document table for an extended period of time as they may stick to the glass.*

To scan your document or photo, see "Starting a Scan With the Start Button" on page 66.

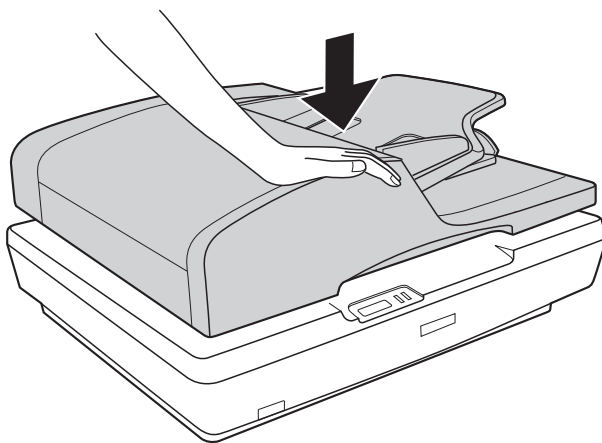
Placing Large or Thick Documents

Follow these steps to scan a large or thick document on the document table:

1. Place a large or thick document on the document table.

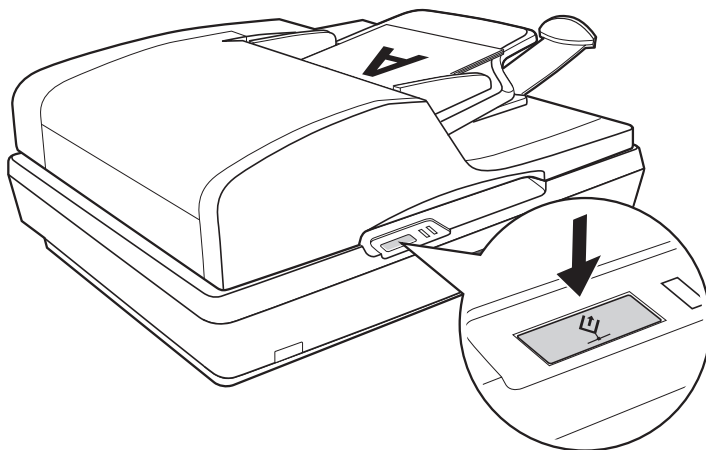


2. Close the ADF and hold it down firmly as you scan.



Scanning Using the Automatic Document Feeder

Starting a Scan With the Start Button



1. Place the first page of your document in the ADF input tray. See "Loading Documents in the Automatic Document Feeder" on page 24 for instructions.



Note:

Do not open the ADF while you are scanning or you will see an ADF error message and paper feeding will stop.

2. Press the  Start button on the scanner. Your computer automatically starts EPSON Scan in Office Mode the first time.

From EPSON Scan, you can select scan settings, preview, scan, and save your image to a file on your computer. See "Selecting EPSON Scan Office Mode Settings" on page 42 for instructions.

Note:

- ❑ *You can also reassign the  Start button to another compatible Windows[®] program. See "Assigning a Program to the Start Button" on page 115 for details.*
- ❑ *If a program does not start when you press the  Start button, see "Pressing the Start Button Does Not Open the Correct Program" on page 145.*

Starting a Scan With EPSON Scan

If you want to scan a document and save it directly to a file, you can start EPSON Scan as a “standalone” program.

1. Place the first page of your document in the ADF input tray. See "Loading Documents in the Automatic Document Feeder" on page 24 for instructions.

Note:

Do not open the ADF while you are scanning or you will see an ADF error message and paper feeding will stop.

2. Do one of the following to start EPSON Scan:

Windows:

Double-click the EPSON Scan icon on your desktop.

Or select Start > All Programs or Programs > EPSON Scan > EPSON Scan.

Mac OS X:

Open the Applications folder and click the EPSON Scan icon.

3. EPSON Scan starts in Office Mode the first time you open it. If necessary, click the arrow in the Mode box at the top right of the EPSON Scan window and select Office Mode.

You see the Office Mode window:



For instructions on using Office Mode, see "Selecting EPSON Scan Office Mode Settings" on page 42 for instructions.

If the Mode setting in the upper right corner of the window is set to Professional Mode, you see a different EPSON Scan settings window. For instructions on using Professional Mode, see "Selecting Basic Settings" on page 49.

Note:

To change scan modes, see "Changing the Scan Mode" on page 48.

Starting a Scan With Another Scanning Program

You can use any TWAIN-compliant scanning program, such as Adobe Acrobat, to scan with your scanner. You open the program, select EPSON Scan as your scanning program, and scan. When you are finished, the scanned image opens in your scanning program so you can modify, print, and save it.

1. Place the first page of your document in the ADF input tray. See "Loading Documents in the Automatic Document Feeder" on page 24 for instructions.

Note:

Do not open the ADF while you are scanning or you will see an ADF error message and paper feeding will stop.

2. Start your scanning program.

Double-click the program icon from your desktop, if it is available, or do one of the following:

Windows:

Select Start > All Programs or Programs > *program folder* > *program icon*.

Mac OS X:

Open the Applications folder, select the *program folder*, and click the *program icon*.

3. Open the File menu and select the Import or Acquire option. (See your scanning program help for instructions on starting a scan.)
4. Select EPSON GT-2500.

In some programs, you must select the scanner as the "source" first. If you see a Select Source option, choose it and select your scanner there first.

Note for Windows XP users:

Do not choose a WIA option for your scanner from the Import or Acquire list; your scanner will not work correctly.

5. EPSON Scan starts in Office Mode the first time you open it. If necessary, click the arrow in the Mode box at the top right of the EPSON Scan window and select Office Mode.

You see the Office Mode window:



For instructions on using Office Mode, see "Selecting EPSON Scan Office Mode Settings" on page 42 for instructions.

If the Mode setting in the upper right corner of the window is set to Professional Mode, you see a different EPSON Scan settings window. For instructions on using Professional Mode, see "Selecting Basic Settings" on page 49.

Note:

To change scan modes, see "Changing the Scan Mode" on page 48.

Overview of the EPSON Scan Modes

EPSON Scan lets you control all aspects of scanning with the ADF in these two modes:

- ❑ **Office Mode** lets you quickly select settings for scanning text documents and check their effects with a preview image. EPSON Scan opens in this mode the first time you use it.

See "Changing the Scan Mode" on page 48 for instructions on switching to Office Mode.

See "Selecting EPSON Scan Office Mode Settings" on page 42 for scanning steps.

- ❑ **Professional Mode** gives you total control of your scanning settings and lets you check their effects with a preview image.

Professional Mode is best when you want to preview your image and make extensive, detailed corrections to it before scanning. You can sharpen, color correct, and enhance your image with a full array of tools, including color restoration.

See "Changing the Scan Mode" on page 48 for instructions on switching to Professional Mode.

See "Selecting Basic Settings" on page 49 for scanning steps.

Selecting EPSON Scan Office Mode Settings



After you start EPSON Scan in Office Mode, follow these steps to select your EPSON Scan settings:

1. Select whether the Image Type of your document pages is Color, Grayscale, or Black&White.
2. Select Auto Detect, ADF - Single-sided, or ADF - Double-sided as the Document Source setting.
3. Select the size of your original document as the Size setting.

- Click the arrow next to the Resolution list and select the number of dots per inch at which you want to scan. See the table below for some guidelines:

What you will do with the scanned image	Suggested scan resolution
Send via e-mail, upload to web, view only on the screen	96 to 150 dpi
Print, convert to editable text (OCR)	300 dpi
Fax	200 dpi

- Click the Preview button toward the bottom of the EPSON Scan window.

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

- Place your first document page on top of the rest of the pages, then load the entire document (up to 50 pages) into the ADF.
- If necessary, you can draw a marquee (a line marking the scan area) around the portion of your document page that you want to scan in the Preview window.

For instructions on creating and adjusting a marquee, see "Adjusting the Scan Area (Marquee)" on page 55.

8. Change any necessary Image Adjustment settings as listed in the table below.

Setting	Available mode(s) and description
Brightness	Adjusts the overall image lightness and darkness.
Contrast	Adjusts the difference between the light and dark areas of the overall image.
Unsharp Mask Filter	Turn on to make the edges of image areas clearer for an overall sharper image. Turn off to leave softer edges.
Descreening Filter	Removes the rippled pattern that can appear in subtly-shaded image areas, such as in skin tones. Also improves results when scanning magazine or newspaper images which include screening in their original print processes.
Text Enhancement	Enhances text recognition when scanning text documents.
Threshold	Adjusts the level at which the black areas in text and line art are delineated, improving text recognition in OCR programs. This setting is available only when the Image Type is set to Black&White.

9. Click the **SCAN** button to scan your document pages.
10. What happens next depends on how you started your scan.
- ☐ If you started your scan by running EPSON Scan as a standalone program, you see the File Save Settings window. See "Selecting File Save Settings" on page 45 for details.
 - ☐ If you started your scan from a scanning program such as Adobe Acrobat, your scanned pages open in the program window. Click **Close** to close the EPSON Scan window and view your scanned pages in the program.

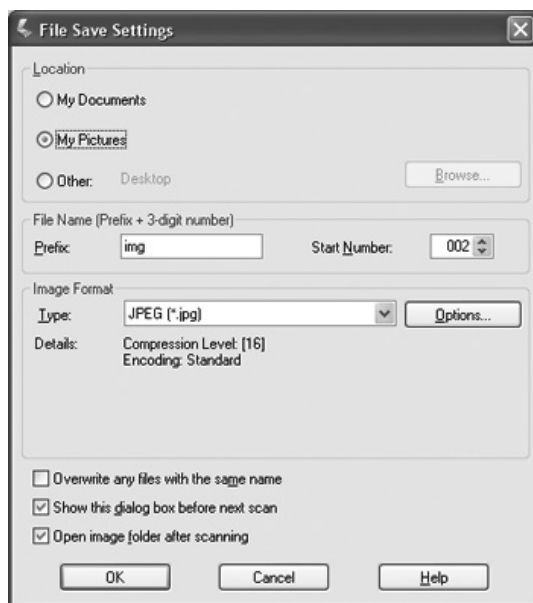
Selecting EPSON Scan Professional Mode Settings

Selecting File Save Settings

When you see the File Save Settings window, you need to select the location, name, and format of the scanned image file you want to save.

1. In the File Save Settings window, specify the location in which you want to save your scanned image. Click the My Documents or My Pictures buttons (Windows), or the Documents or Pictures button (Mac OS X).

If you want to select another folder, click Other, then click Browse (Windows) or Choose (Mac OS X) and select the folder.



2. Specify a file name prefix with an alphanumeric character string. A 3-digit number is automatically added to the file name, but you can change the Start Number if you like. If you are scanning multiple images at once, each image will receive a different 3-digit number.

Note:

- ❑ *With Windows, the following characters cannot be used in the prefix.*

*\, /, :, ., *, ?, ", <, >, |*

- ❑ *With Mac OS X, you cannot use a colon (:) in the prefix.*

3. Select a file format as described in the following table. Depending on the format, the Options button may be available for making detailed settings.

Format (File Extension)	Explanation
BITMAP (*.BMP) (Windows only)	A standard image file format for Windows. Most Windows programs, including word processing programs, can read and prepare images in this format.
JPEG (*.JPG)	A compressed file format in which the compression level can be selected. The JPEG format lets you highly compress image data. However, the higher the compression, the lower the image quality. Any lost image quality data cannot be restored and the quality deteriorates each time the data is saved. The TIFF format is recommended when modification and retouching are required.
Multi-TIFF (*.TIF)	A TIFF format where multiple pages are saved to the same file. (With other formats, each document is saved in a separate file.) You can also edit the images before saving them. To open Multi-TIFF files, you need a program that supports it.

PDF (*.PDF)	A document format that can be read on both Windows® and Macintosh® systems (platform independent). To use PDF documents, you need Adobe Acrobat. Multi-page documents can be saved as one PDF file. When you save color or grayscale images in PDF, you can select a compression level. You can also edit the scanned images before saving them. See "Scanning to a PDF File" on page 99 for details.
PICT (*.PCT) (Macintosh only)	A standard image file format for Macintosh. Most Macintosh programs, including word processing programs, can read and prepare images in this format.
PRINT Image Matching II JPEG (*.JPG) or TIFF (*.TIF)	A file format that includes PRINT Image Matching™ II data for enhanced quality and a wider color range. PRINT Image Matching II compatible printers can then print using this data for brilliant, true-to-life results. (PRINT Image Matching data does not affect the way the image displays on a screen.) Available in JPEG or TIFF format.
TIFF (*.TIF)	A file format created for exchanging data between many programs, such as graphic and DTP software. When scanning black & white images, you can specify the compression type.

4. The checkboxes at the bottom of the window give you these options:

- ☐ Overwrite any files with the same name
Select this option if you want to reuse the selected file name and location and overwrite previous files with the same names.
- ☐ Show this dialog box before next scan
Select this option if you want the File Save Settings window to appear automatically before you scan. If you deselect it, you must click the arrow to the right of the Scan button and select File Save Settings to open the window.

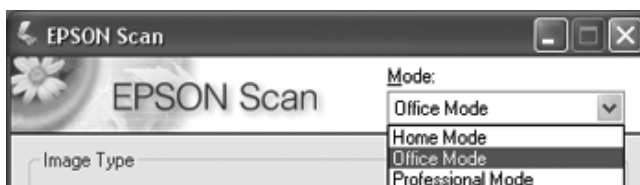
- ❑ Open image folder after scanning
Select this option if you want Windows Explorer or the Macintosh Finder to automatically open the folder where your scanned image is saved when EPSON Scan finishes scanning.

5. Click OK. EPSON Scan starts scanning.

The scanned image is automatically saved in the file and location you chose.

Changing the Scan Mode

To change the scan mode, click the arrow in the Mode box at the top right of the EPSON Scan window. Then select the mode you want to use from the list that appears.



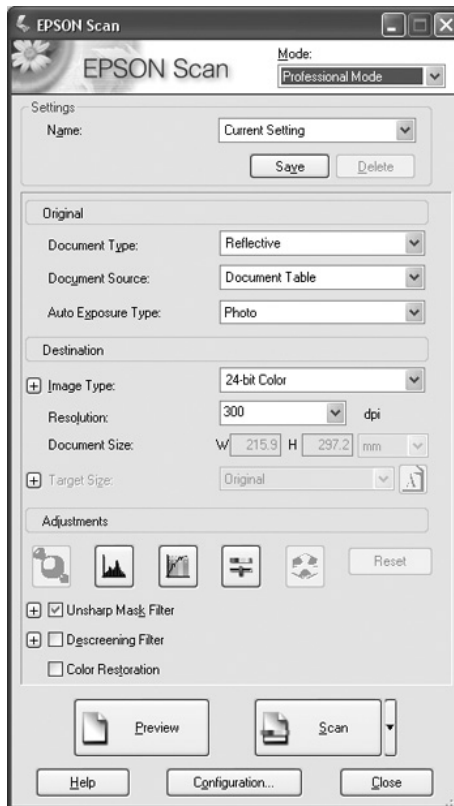
Note:

- ❑ *When you scan using the ADF, only Office Mode and Professional Mode are available. It is best to scan using Office Mode.*
- ❑ *The mode you select remains in effect when you start EPSON Scan the next time.*

Selecting Basic Settings

When you start EPSON Scan in Professional Mode, you see the main EPSON Scan window:

Professional Mode



Before you scan your document, you need to select these basic settings:

- ☐ Original settings. These tell EPSON Scan the type of document you are scanning.

- ❑ **Destination settings.** These tell EPSON Scan how you plan to use your scanned image so it can select the correct default resolution (scan quality) for you.

Follow these steps to select the basic settings in EPSON Scan's Professional Mode:

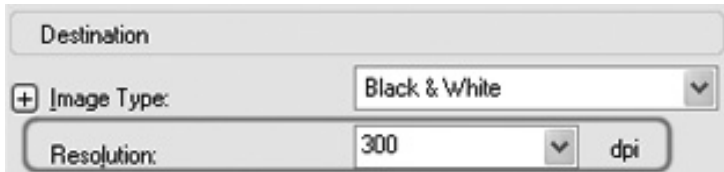
1. Click the arrow to open the Document Source list and select ADF - Single-sided or ADF - Double-sided (for scanning using the ADF).
2. Click the arrow in the Auto Exposure Type list and select Document.
3. Click the arrow to open the Image Type list and select the detailed image type you are scanning:

Image Type setting	Type of image you are scanning
48-bit Color	Color photo that you may want to modify in a 48-bit image-editing program
24-bit Color	Color photo
Color Smoothing	Color graphics, such as a chart or graph
16-bit Grayscale	Black-and-white photo with many shades of gray
8-bit Grayscale	Black-and-white photo with just a few shades of gray
Black & White	Document with black text and/or line art

4. EPSON Scan selects a default resolution setting based on the original and destination settings you select. See "Selecting the Scan Resolution" on page 51 to continue scanning.

Selecting the Scan Resolution

In Professional Mode, you can select the resolution you want at any time.



Before you select the scan resolution, you should consider whether you will enlarge the images, and if so, whether you will enlarge them before or after you scan. Follow these guidelines:

☐ **You will not be enlarging the images.**

If you will scan the images at 100% size or smaller and will not enlarge them later, you can accept the Resolution setting selected by EPSON Scan based on your original and destination settings.

☐ **You will enlarge the images as you scan them (increase the Target Size setting).**

If you will enlarge the images in EPSON Scan so you can use them at a larger size, you can accept the Resolution setting selected by EPSON Scan based on your original and destination settings.

☐ **You will scan the images at their original size, but then enlarge them later in an image-editing program.**

If you plan to enlarge your images later in an image-editing program, you need to increase the Resolution setting to retain a high image quality after enlargement. Increase the resolution by the same amount you will increase the image size. For example, if the resolution is 300 dpi (dots per inch), but you will increase the image size by 200% in an image-editing program, change the Resolution setting to 600 dpi in EPSON Scan.

Click the arrow next to the Resolution list and select the number of dots per inch at which you want to scan. See the table below for some guidelines:

What you will do with the scanned image	Suggested scan resolution
Send via e-mail, upload to web, view only on the screen	96 to 150 dpi
Print, convert to editable text (OCR)	300 dpi
Fax	200 dpi
Enlarge after scanning at 100%	Increase Resolution setting by same amount you will increase image size after scanning

After selecting the Resolution, you can preview the first page of your document and make any necessary adjustments. See "Previewing and Adjusting the Scan Area" on page 52 to continue scanning.

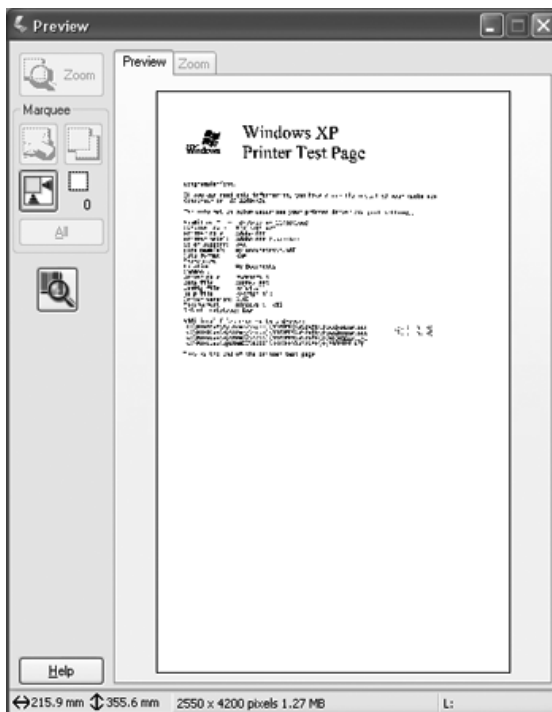
Previewing and Adjusting the Scan Area

Once you have selected your basic settings and resolution in Professional Mode, you can preview the first page of your document and select or adjust the area of the image you want to scan. EPSON Scan displays the preview image in a separate Preview window on your screen.

Follow these steps to preview and adjust the first page of your document in Professional Mode:


1. Click the Preview button toward the bottom of the EPSON Scan window.

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



2. Place your first document page on top of the rest of the pages, then load the entire document (up to 50 pages) into the ADF.

3. You can do the following to adjust the image:

- ❑ To select your scan area, click the  auto locate icon to place a marquee that marks the edges of your image area. You can move the marquee to change the scan area. See "Adjusting the Scan Area (Marquee)" on page 55 for instructions.

Note:

If you are going to scan at a different size than your original, you must first select your Target Size and automatically create a marquee that is proportioned to that size. See "Selecting the Scan Size" on page 61 for instructions.

- ❑ To zoom in on an image, click inside the scan area and click the Zoom button. EPSON Scan prescans again and displays a larger preview on the Zoom tab.
 - ❑ To adjust the image quality, click the image and make the adjustments as described in "Adjusting the Color and Other Image Settings" on page 58.
4. When you have finished adjusting the scan area, and modifying the color and image settings, you can select the size of your scanned image, if you have not already selected it. See "Selecting the Scan Size" on page 61 for instructions.

Adjusting the Scan Area (Marquee)

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



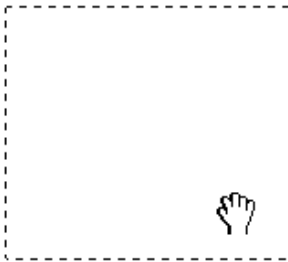
You can move the marquee, adjust its size, and create multiple marquees on one image to scan different image areas in separate scan files. Follow these steps:

1. To draw a marquee, move your cursor over a preview image. The pointer becomes a set of cross-hairs.

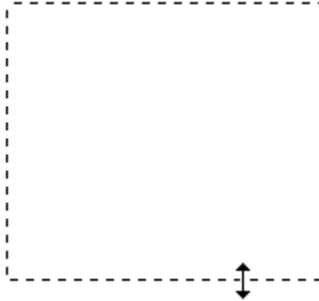
2. Position the pointer in the area where you want to place the corner of your marquee and click. Hold down the mouse button and drag the cross-hairs over the image to the opposite corner of the desired scan area. Then release the mouse button. You see the moving dotted line of the marquee.



3. Do one of the following to adjust the marquee:
 - ❑ To move the marquee, position your cursor inside the marquee. The pointer becomes a hand. Click and drag the marquee to the desired location.




- ❑ To resize the marquee, position your cursor over the edge or corner of the marquee. The pointer becomes a straight or angled double-arrow. Click and drag the edge or corner to the desired size.



Note:

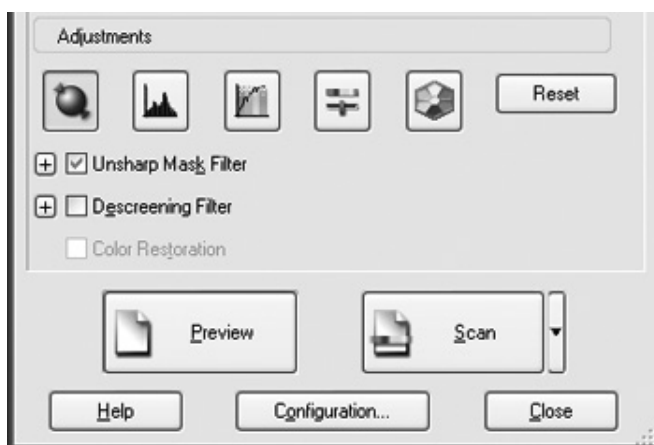
To restrict movement of the marquee to vertical or horizontal only, hold down the Shift key as you move the marquee. To restrict sizing of the marquee to the current proportions, hold down the Shift key as you resize the marquee.

- ❑ To delete the marquee, click inside it and click the  delete marquee icon.

Adjusting the Color and Other Image Settings







Once you have previewed your image and adjusted the scan area, you can modify the image quality, if necessary. EPSON Scan offers a variety of settings for improving color, sharpness, contrast, and other aspects affecting image quality.



Before you make adjustments, be sure to click the image or marquee for the area you want to adjust. You also need to scroll down to the Adjustments area of the main EPSON Scan window:




The table below describes the settings available in Professional Mode. For details on adjusting these settings, click Help in the EPSON Scan window.

When you are finished making adjustments, you can size your scanned image (see "Selecting the Scan Size" on page 61) or go ahead and scan (see "Finishing the Scan" on page 65).

Setting	Available mode(s) and description
Brightness	Adjusts the overall image lightness and darkness. Click the  Image Adjustment button to access the Brightness setting.
Contrast	Adjusts the difference between the light and dark areas of the overall image. Click the  Image Adjustment button to access the Contrast setting.
Saturation	Adjusts the density of colors in the overall image. Click the  Image Adjustment button to access the Saturation setting.
Color Balance	Adjusts the balance of red, green, and blue colors in the overall image. Click the  Image Adjustment button to access the Color Balance setting.
Auto Exposure	Click the  Auto Exposure button. To turn it on continuously, click the Configuration button, click the Color tab, and select Continuous auto exposure. You can adjust the level of exposure adjustment using the slider.
Unsharp Mask Filter	Turn on to make the edges of image areas clearer for an overall sharper image. The level of sharpness is adjustable. Turn off to leave softer edges.
Descreening Filter	Removes the rippled pattern that can appear in subtly shaded image areas, such as in skin tones. Also improves results when scanning magazine or newspaper images which include screening in their original print processes. The results of the Descreening Filter do not appear in the preview image, only in your scanned image.
Histogram	Provides a graphical interface for adjusting highlight, shadow, and gamma levels individually. For advanced users only. Click the  Histogram Adjustment button to use the Histogram settings.

Tone Correction	<p>Provides a graphical interface for adjusting tone levels individually. For advanced users only.</p> <p>Click the  Tone Correction button to use the Tone Correction settings.</p>
Color Palette	<p>Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image. For advanced users only.</p> <p>Click the  Color Palette button to use the Color Palette settings.</p>
Threshold	<p>Adjusts the level at which the black areas in text and line art are delineated, improving text recognition in OCR programs. (Available only when you select Black & White as the Image Type setting.)</p>

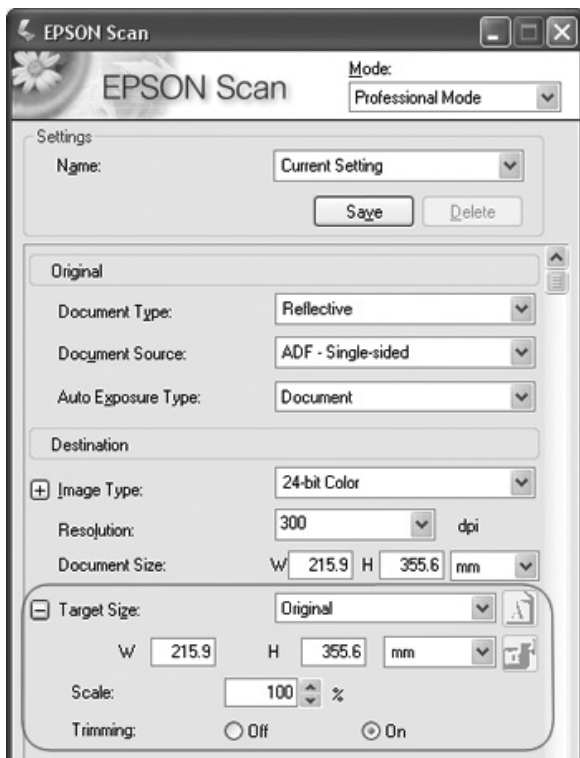
Note:

- ❑ *To view the red, green, and blue levels at particular points in your preview image as you make adjustments, click the  densitometer icon in the preview window and click an image area. See EPSON Scan help for details.*
- ❑ *Certain settings may not be available, or may be automatically selected, depending on the type of image you are previewing and other settings you have selected.*
- ❑ *You can customize how certain EPSON Scan settings behave by clicking the Configuration button and changing settings in the window that appears. See EPSON Scan Help for details.*
- ❑ *To undo any image quality adjustments you make to the preview image, click the Reset button (if available), turn off the setting, or preview your image again.*

Selecting the Scan Size

You can scan your images at their original size, or you can reduce or enlarge their size as you scan them. You do this using the Target Size setting in Professional Mode.

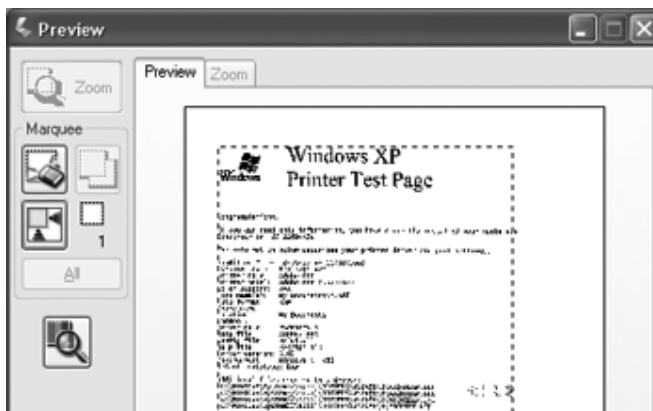
Professional Mode



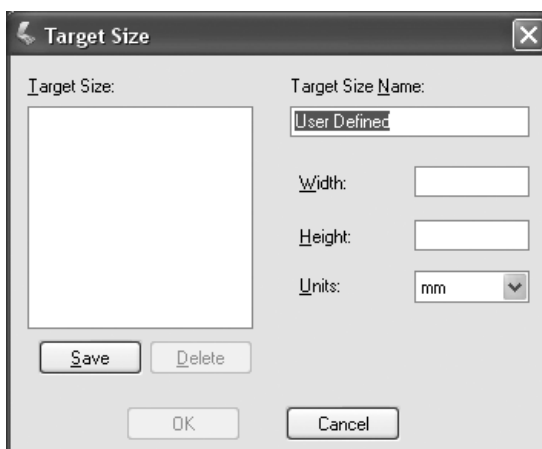
If you are going to scan your image to a particular size, you should select the Target Size setting after previewing it, but before adjusting your scan area (indicated by the marquee). This sets the scan area to the correct proportions so your image will not be cropped unexpectedly.

For instructions on previewing your image, see "Previewing and Adjusting the Scan Area" on page 52. Then follow these steps to select the Target Size setting:

1. You can choose a predefined scan size from the Target Size list. Click the arrow in the list and select the size you want. A marquee (dotted line) proportioned for that size appears on your preview image:

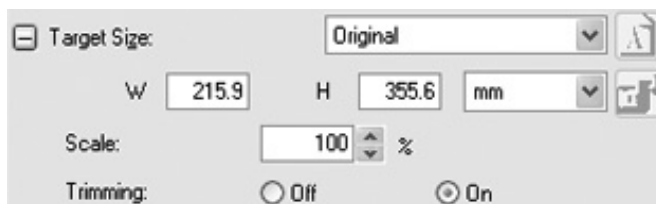


2. If you need to create a scan size that is not in the Target Size list, you can create a custom size. Click the arrow in the list and select Customize. You see the Target Size window:




Type a name for your custom size, enter the size, click the Save button, then click OK. Your new size appears in the Target Size list.

3. You can fine-tune the size using additional tools. Click the + (Windows) or ► (Mac OS X) next to Target Size to display these tools:



- ❑ To size your image by a certain percentage, adjust the Scale value.

- ❑ To change the way your image is cropped, turn Trimming on or off. (See EPSON Scan Help for details.)
- ❑ To unlock the proportions of your scan size, click the  lock icon. Then adjust the marquee or enter new width/height measurements.

4. Once you have selected your scan size, you can click and drag the marquee to the area in the image you want to scan. For details, see "Adjusting the Scan Area (Marquee)" on page 55. The marquee proportions are retained as you adjust it.

If you need to rotate the marquee for a landscape or portrait image, click the  orientation icon. (Not available if you are scanning at the Original Target Size.)

Note:

For more information about using the Target Size tools, click Help in the EPSON Scan window.

5. Now you are ready to scan. See "Finishing the Scan" on page 65 for instructions.

Finishing the Scan

When you have finished selecting scan settings and loaded all the document pages into the ADF, you are ready to scan.

Click the Scan button. After a few moments, your pages are loaded, scanned, and ejected.

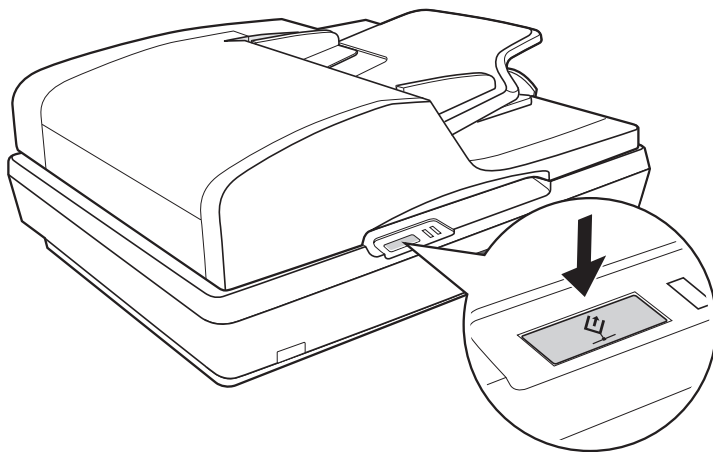



What happens after you scan depends on how you started your scan:

- ❑ If you started your scan by running EPSON Scan as a standalone program, you see the File Save Settings window. This lets you select the name and location of your saved scan files. See "Selecting File Save Settings" on page 45 for details.
- ❑ If you started your scan from a scanning program such as Adobe Acrobat, your scanned images open in the program window. Click Close to close the EPSON Scan window and view your image(s) in the program.

Scanning Using the Document Table



Starting a Scan With the Start Button



1. Place your document or photo on the document table. See "Placing Originals on the Document Table" on page 28 for instructions.
2. Press the  Start button on the scanner. Your computer automatically starts EPSON Scan in Office Mode the first time.

From EPSON Scan, you can select scan settings, preview, scan, and save your image to a file on your computer. See "Selecting EPSON Scan Office Mode Settings" on page 72 for instructions.

Note:

- ❑ *To change scan modes, see "Changing the Scan Mode" on page 78.*
- ❑ *You can also reassign the  Start button to another compatible Windows program. See "Assigning a Program to the Start Button" on page 115 for details.*
- ❑ *If a program does not start when you press the  Start button, see "Pressing the Start Button Does Not Open the Correct Program" on page 145.*

Starting a Scan With EPSON Scan

If you want to scan an image and save it directly to a file, you can start EPSON Scan as a "standalone" program.

1. Place your document or photo on the document table. See "Placing Originals on the Document Table" on page 28 for instructions.
2. Do one of the following to start EPSON Scan:

Windows:

Double-click the EPSON Scan icon on your desktop.

Or select Start > All Programs or Programs > EPSON Scan > EPSON Scan.

Mac OS X:

Open the Applications folder and click the EPSON Scan icon.

3. EPSON Scan starts in Office Mode the first time you open it.



For instructions on using Office Mode, see "Selecting EPSON Scan Office Mode Settings" on page 72 for instructions.

If the Mode setting in the upper right corner of the window is set to Home Mode or Professional Mode, you see a different EPSON Scan settings window. For instructions on using Home or Professional Mode, see "Selecting Basic Settings" on page 79.

Note:

To change scan modes, see "Changing the Scan Mode" on page 78.

Starting a Scan With Another Scanning Program

You can use any TWAIN-compliant scanning program, such as Adobe Acrobat, to scan with your scanner. You open the program, select EPSON Scan as your scanning program, and scan. When you are finished, the scanned image opens in your scanning program so you can modify, print, and save it.

1. Place your document or photo on the document table. See "Placing Originals on the Document Table" on page 28 for instructions.
2. Start your scanning program.

Double-click the program icon from your desktop, if it is available, or do one of the following:

Windows:

Select Start > All Programs or Programs > *program folder* > *program icon*.

Mac OS X:

Open the Applications folder, select the *program folder*, and click the *program icon*.

3. Open the File menu and select the Import or Acquire option. (See your scanning program help for instructions on starting a scan.)
4. Select EPSON GT-2500.

In some programs, you must select the scanner as the "source" first. If you see a Select Source option, choose it and select your scanner there first.

Note for Windows XP users:

Do not choose a WIA option for your scanner from the Import or Acquire list; your scanner will not work correctly.

5. EPSON Scan starts in Office Mode the first time you open it.



For instructions on using Office Mode, see "Selecting EPSON Scan Office Mode Settings" on page 72 for instructions.

If the Mode setting in the upper right corner of the window is set to Home Mode or Professional Mode, you see a different EPSON Scan settings window. For instructions on using Home or Professional Mode, see "Selecting Basic Settings" on page 79.

Note:

To change scan modes, see "Changing the Scan Mode" on page 78.

Overview of the EPSON Scan Modes

EPSON Scan lets you control all aspects of scanning and includes three modes:

- ❑ **Office Mode** lets you quickly select settings for scanning text documents and check their effects with a preview image. EPSON Scan opens in this mode the first time you use it.

See "Changing the Scan Mode" on page 78 for instructions on switching to Office Mode.

See "Selecting EPSON Scan Office Mode Settings" on page 72 for scanning steps.

- ❑ **Home Mode** lets you customize a few scanning settings for documents and photos, and check their effects with a preview image.

Home Mode is best when you want to preview images of documents or photos before scanning them. You can size the image as you scan, adjust the scan area, and adjust many image settings, including color restoration.

See "Changing the Scan Mode" on page 78 for instructions on switching to Home Mode.

See "Selecting Basic Settings" on page 79 for scanning steps.

- ❑ **Professional Mode** gives you total control of your scanning settings and lets you check their effects with a preview image.

Professional Mode is best when you want to preview your image and make extensive, detailed corrections to it before scanning. You can sharpen, color correct, and enhance your image with a full array of tools, including color restoration.

See "Changing the Scan Mode" on page 78 for instructions on switching to Professional Mode.

See "Selecting Basic Settings" on page 79 for scanning steps.

Selecting EPSON Scan Office Mode Settings



After you start EPSON Scan in Office Mode, follow these steps to select your EPSON Scan settings:

1. Select whether the Image Type of your document pages is Color, Grayscale, or Black&White.
2. Select Auto Detect or Document Table as the Document Source setting.
3. Select the size of your original document as the Size setting.
4. Click the arrow next to the Resolution list and select the number of dots per inch at which you want to scan. See the table below for some guidelines:

What you will do with the scanned image	Suggested scan resolution
Send via e-mail, upload to web, view only on the screen	96 to 150 dpi
Print, convert to editable text (OCR)	300 dpi
Fax	200 dpi

5. Click the Preview button toward the bottom of the EPSON Scan window.

EPSON Scan prescans your page and displays it in the Preview window.

6. In the Preview window, draw a marquee (a line marking the scan area) around the portion of your document page that you want to scan.

For instructions on creating and adjusting a marquee, see "Adjusting the Scan Area (Marquee)" on page 87.

7. Change any necessary Image Adjustment settings as listed in the table below.

Setting	Available mode(s) and description
Brightness	Adjusts the overall image lightness and darkness.
Contrast	Adjusts the difference between the light and dark areas of the overall image.
Unsharp Mask Filter	Turn on to make the edges of image areas clearer for an overall sharper image. Turn off to leave softer edges.
Descreening Filter	Removes the rippled pattern that can appear in subtly-shaded image areas, such as in skin tones. Also improves results when scanning magazine or newspaper images which include screening in their original print processes.
Text Enhancement	Enhances text recognition when scanning text documents.
Threshold	Adjusts the level at which the black areas in text and line art are delineated, improving text recognition in OCR programs. This setting is available only when the Image Type is set to Black&White.

8. Click the **SCAN** button to scan your document pages.
9. What happens next depends on how you started your scan.
- ☐ If you started your scan by running EPSON Scan as a standalone program, you see the File Save Settings window. See "Selecting File Save Settings" on page 75 for details.
 - ☐ If you started your scan from a scanning program such as Adobe Acrobat, your scanned pages open in the program window. Click **Close** to close the EPSON Scan window and view your scanned pages in the program.

Selecting EPSON Scan Home/Professional Mode Settings

Selecting File Save Settings

When you see the File Save Settings window, you need to select the location, name, and format of the scanned image file you want to save.

1. In the File Save Settings window, specify the location in which you want to save your scanned image. Click the My Documents or My Pictures buttons (Windows), or the Documents or Pictures button (Mac OS X).

If you want to select another folder, click Other, then click Browse (Windows) or Choose (Mac OS X) and select the folder.



2. Specify a file name prefix with an alphanumeric character string. A 3-digit number is automatically added to the file name, but you can change the Start Number if you like. If you are scanning multiple images at once, each image will receive a different 3-digit number.

Note:

- ❑ *With Windows, the following characters cannot be used in the prefix.*

*\, /, :, ., *, ?, ", <, >, |*

- ❑ *With Mac OS X, you cannot use a colon (:) in the prefix.*

3. Select a file format as described in the following table. Depending on the format, the Options button may be available for making detailed settings.

Format (File Extension)	Explanation
BITMAP (*.BMP) (Windows only)	A standard image file format for Windows. Most Windows programs, including word processing programs, can read and prepare images in this format.
JPEG (*.JPG)	A compressed file format in which the compression level can be selected. The JPEG format lets you highly compress image data. However, the higher the compression, the lower the image quality. Any lost image quality data cannot be restored and the quality deteriorates each time the data is saved. The TIFF format is recommended when modification and retouching are required.
Multi-TIFF (*.TIF)	A TIFF format where multiple pages are saved to the same file. (With other formats, each document is saved in a separate file.) You can also edit the images before saving them. To open Multi-TIFF files, you need a program that supports it.

PDF (*.PDF)	A document format that can be read on both Windows and Macintosh systems (platform independent). To use PDF documents, you need Adobe Acrobat. Multi-page documents can be saved as one PDF file. When you save color or grayscale images in PDF, you can select a compression level. You can also edit the scanned images before saving them. See "Scanning to a PDF File" on page 99 for details.
PICT (*.PCT) (Macintosh only)	A standard image file format for Macintosh. Most Macintosh programs, including word processing programs, can read and prepare images in this format.
PRINT Image Matching II JPEG (*.JPG) or TIFF (*.TIF)	A file format that includes PRINT Image Matching II data for enhanced quality and a wider color range. PRINT Image Matching II compatible printers can then print using this data for brilliant, true-to-life results. (PRINT Image Matching data does not affect the way the image displays on a screen.) Available in JPEG or TIFF format.
TIFF (*.TIF)	A file format created for exchanging data between many programs, such as graphic and DTP software. When scanning black & white images, you can specify the compression type.

4. The checkboxes at the bottom of the window give you these options:

- ☐ Overwrite any files with the same name
Select this option if you want to reuse the selected file name and location and overwrite previous files with the same names.
- ☐ Show this dialog box before next scan
Select this option if you want the File Save Settings window to appear automatically before you scan. If you deselect it, you must click the arrow to the right of the Scan button and select File Save Settings to open the window.

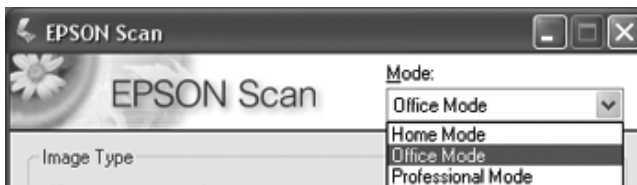
- ❑ Open image folder after scanning
Select this option if you want Windows Explorer or the Macintosh Finder to automatically open the folder where your scanned image is saved when EPSON Scan finishes scanning.

5. Click OK. EPSON Scan starts scanning.

The scanned image is automatically saved in the file and location you chose.

Changing the Scan Mode

To change the scan mode, click the arrow in the Mode box at the top right of the EPSON Scan window. Then select the mode you want to use from the list that appears.



Note:

The mode you select remains in effect when you start EPSON Scan the next time.

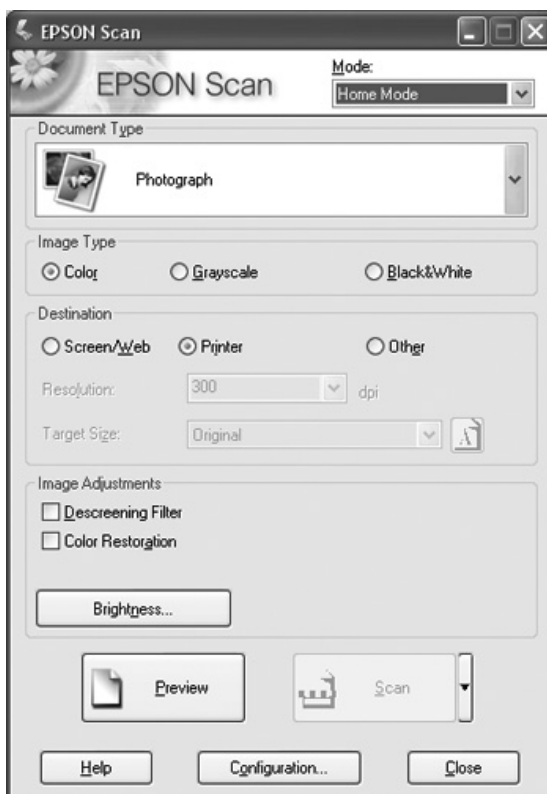
For instructions on scanning using these modes, see:

- ❑ **Home or Professional Mode:** "Selecting Basic Settings" on page 79.
- ❑ **Office Mode:** "Selecting EPSON Scan Office Mode Settings" on page 72.

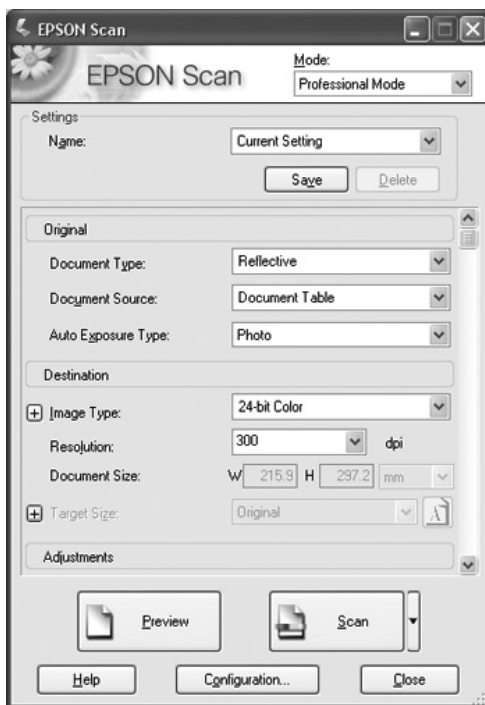
Selecting Basic Settings

When you start EPSON Scan in Home or Professional Mode, you see the main EPSON Scan window:

Home Mode



Professional Mode



Before you scan your document or photo, you need to select these basic settings:

- ❑ Original settings. These tell EPSON Scan the type of document or photo you are scanning.
- ❑ Destination settings. These tell EPSON Scan how you plan to use your scanned image so it can select the correct default resolution (scan quality) for you.

Follow these steps to select the basic settings for a document or photo in EPSON Scan:

1. Do one of the following to select your document type:

Home mode:

Click the arrow to open the Document Type list and select the type of original you are scanning. Then click the Color, Grayscale, or Black & White button to select the colors in the original.

Professional mode:

Click the arrow to open the Document Source list and select Document Table (for scanning from the document table glass). Then click the arrow in the Auto Exposure Type list and select Document or Photo.

2. Do one of the following to select your destination setting(s):

Home mode:

Click the button for the way you plan to use the scanned image in the Destination box:

- ☐ Screen/Web for images you will view only on a computer screen or post on the web.
- ☐ Printer for images you will be printing or converting to editable text with an OCR (Optical Character Recognition) program.
- ☐ Other if you want to select a specific resolution for other purposes.

Professional mode:

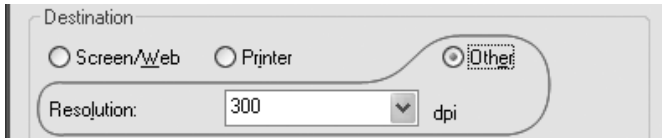
Click the arrow to open the Image Type list and select the detailed image type you are scanning:

Image Type setting	Type of image you are scanning
48-bit Color	Color photo that you may want to modify in a 48-bit image-editing program
24-bit Color	Color photo
Color Smoothing	Color graphics, such as a chart or graph
16-bit Grayscale	Black-and-white photo with many shades of gray
8-bit Grayscale	Black-and-white photo with just a few shades of gray
Black & White	Document with black text and/or line art

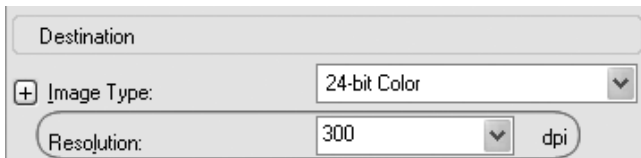
3. EPSON Scan selects a default resolution setting based on the original and destination settings you select. See "Selecting the Scan Resolution" on page 83 to continue scanning.

Selecting the Scan Resolution

In Home Mode, you can change the resolution only if you select Other as the Destination setting.



In Professional Mode, you can select the resolution you want at any time.



Before you select the scan resolution, you should consider whether you will enlarge the images, and if so, whether you will enlarge them before or after you scan. Follow these guidelines:

- ❑ **You will not be enlarging the images.**
If you will scan the images at 100% size or smaller and will not enlarge them later, you can accept the Resolution setting selected by EPSON Scan based on your original and destination settings.
- ❑ **You will enlarge the images as you scan them (increase the Target Size setting).**
If you will enlarge the images in EPSON Scan so you can use them at a larger size, you can accept the Resolution setting selected by EPSON Scan based on your original and destination settings.

- ❑ **You will scan the images at their original size, but then enlarge them later in an image-editing program.**

If you plan to enlarge your images later in an image-editing program, you need to increase the Resolution setting to retain a high image quality after enlargement. Increase the resolution by the same amount you will increase the image size. For example, if the resolution is 300 dpi (dots per inch), but you will increase the image size by 200% in an image-editing program, change the Resolution setting to 600 dpi in EPSON Scan.

Click the arrow next to the Resolution list and select the number of dots per inch at which you want to scan. See the table below for some guidelines:

What you will do with the scanned image	Suggested scan resolution
Send via e-mail, upload to web, view only on the screen	96 to 150 dpi
Print, convert to editable text (OCR)	300 dpi
Fax	200 dpi
Enlarge after scanning at 100%	Increase Resolution setting by same amount you will increase image size after scanning

After selecting the Resolution, you can preview your image and make any necessary adjustments. See "Previewing and Adjusting the Scan Area" on page 85 to continue scanning.

Previewing and Adjusting the Scan Area

Once you have selected your basic settings and resolution in Home or Professional Mode, you can preview your image and select or adjust the area of the image(s) you want to scan. EPSON Scan displays the preview image(s) in a separate Preview window on your screen.

Follow these steps to preview your image(s) in Home or Professional Mode:

1. Click the Preview button toward the bottom of the EPSON Scan window.


EPSON Scan prescans your image(s) and displays them in the Preview window:



Note:

If the edge of your document or photo is not scanned, move it away from the edge of the document table slightly.

2. You can do the following to adjust the image(s):

- ❑ To select your scan area, click the  auto locate icon to place a marquee that marks the edges of your image area. You can move the marquee to change the scan area. See "Adjusting the Scan Area (Marquee)" on page 87 for instructions.

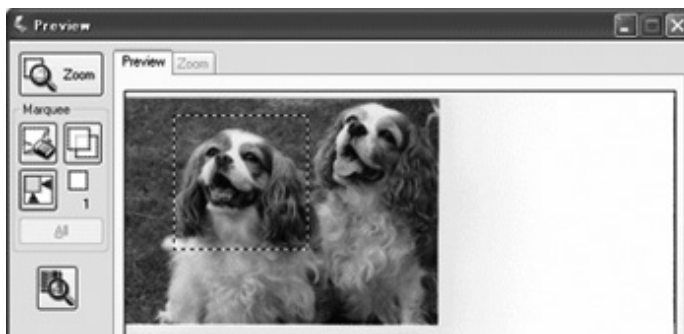
Note:

If you are going to scan at a different size than your original, you must first select your Target Size and automatically create a marquee that is proportioned to that size. See "Selecting the Scan Size" on page 94 for instructions. You can then copy the marquee and place it on each image you will scan at that size.

- ❑ To zoom in on an image, click inside the scan area and click the Zoom button. EPSON Scan prescans again and displays a larger preview on the Zoom tab. (Your other images are still previewed at the original size on the Preview tab.)
 - ❑ To adjust the image quality, click the image(s) you want to modify and make the adjustments as described in "Adjusting the Color and Other Image Settings" on page 90.
3. When you have finished adjusting the scan area, and modifying the color and image settings, you can select the size of your scanned image, if you have not already selected it. See "Selecting the Scan Size" on page 94 for instructions.

Adjusting the Scan Area (Marquee)

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



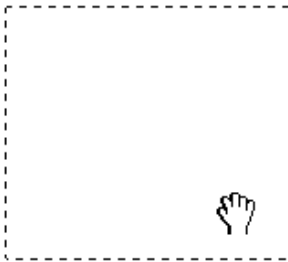
You can move the marquee, adjust its size, and create multiple marquees on one image to scan different image areas in separate scan files. Follow these steps:

1. To draw a marquee, move your cursor over a preview image. The pointer becomes a set of cross-hairs.

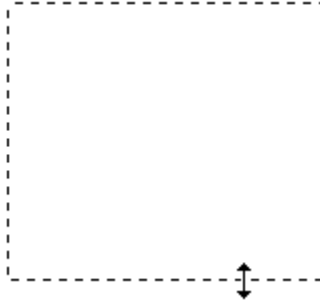
2. Position the pointer in the area where you want to place the corner of your marquee and click. Hold down the mouse button and drag the cross-hairs over the image to the opposite corner of the desired scan area. Then release the mouse button. You see the moving dotted line of the marquee.



3. Do one of the following to adjust the marquee:
 - ❑ To move the marquee, position your cursor inside the marquee. The pointer becomes a hand. Click and drag the marquee to the desired location.





- ❑ To resize the marquee, position your cursor over the edge or corner of the marquee. The pointer becomes a straight or angled double-arrow. Click and drag the edge or corner to the desired size.



Note:

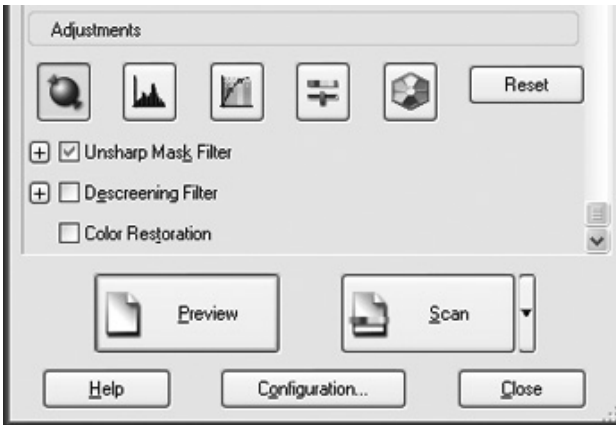
To restrict movement of the marquee to vertical or horizontal only, hold down the Shift key as you move the marquee. To restrict sizing of the marquee to the current proportions, hold down the Shift key as you resize the marquee.

4. To draw multiple marquees (up to 50), you can just draw them as described in steps 1 through 3, or click the  copy marquee icon to create additional marquees of the same size. You can move and resize all the marquees as described in step 3. To delete a marquee, click inside it and click the  delete marquee icon.

Adjusting the Color and Other Image Settings

Once you have previewed your images and adjusted the scan area, you can modify the image quality, if necessary. EPSON Scan offers a variety of settings for improving color, sharpness, contrast, and other aspects affecting image quality.






Before you make adjustments, be sure to click the image or marquee for the area you want to adjust. In Professional Mode, you also need to scroll down to the Adjustments area of the main EPSON Scan window:






The table below describes the settings available in Home and/or Professional Mode. For details on adjusting these settings, click Help in the EPSON Scan window.


When you are finished making adjustments, you can size your scanned images (see "Selecting the Scan Size" on page 94) or go ahead and scan (see "Finishing the Scan" on page 98).

Setting	Available mode(s) and description
Color Restoration	Home and Professional: Restores the colors in faded photos automatically.

Brightness	<p>Home, Office, and Professional: Adjusts the overall image lightness and darkness.</p> <p>In Home Mode, click the Brightness button to access the Brightness setting.</p> <p>In Office Mode, click and move the slider to adjust the Brightness setting.</p> <p>In Professional Mode, click the  Image Adjustment button to access the Brightness setting.</p>
Contrast	<p>Home, Office, and Professional: Adjusts the difference between the light and dark areas of the overall image.</p> <p>In Home Mode, click the Brightness button to access the Contrast setting.</p> <p>In Office Mode, click and move the slider to adjust the Contrast setting.</p> <p>In Professional Mode, click the  Image Adjustment button to access the Contrast setting.</p>
Saturation	<p>Professional only: Adjusts the density of colors in the overall image.</p> <p>Click the  Image Adjustment button to access the Saturation setting.</p>
Color Balance	<p>Professional only: Adjusts the balance of red, green, and blue colors in the overall image.</p> <p>Click the  Image Adjustment button to access the Color Balance setting.</p>
Auto Exposure	<p>Home: Automatically applied.</p> <p>Office: Click the Configuration button, then click the Color tab to access the Auto Exposure Level slider.</p> <p>Professional: Click the  Auto Exposure button. To turn it on continuously, click the Configuration button, click the Color tab, and select Continuous auto exposure. You can adjust the level of exposure adjustment using the slider.</p>

Unsharp Mask Filter	<p>Home: Automatically applied.</p> <p>Office and Professional: Turn on to make the edges of image areas clearer for an overall sharper image. The level of sharpness is adjustable. Turn off to leave softer edges.</p>
Descreening Filter	<p>Home, Office, and Professional:</p> <p>Removes the rippled pattern that can appear in subtly shaded image areas, such as in skin tones. Also improves results when scanning magazine or newspaper images which include screening in their original print processes. The results of the Descreening Filter do not appear in the preview image, only in your scanned image.</p>
Histogram	<p>Professional only:</p> <p>Provides a graphical interface for adjusting highlight, shadow, and gamma levels individually. For advanced users only.</p> <p>Click the  Histogram Adjustment button to use the Histogram settings.</p>
Tone Correction	<p>Professional only:</p> <p>Provides a graphical interface for adjusting tone levels individually. For advanced users only.</p> <p>Click the  Tone Correction button to use the Tone Correction settings.</p>
Color Palette	<p>Professional only:</p> <p>Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image. For advanced users only.</p> <p>Click the  Color Palette button to use the Color Palette settings.</p>
Threshold	<p>Home, Office, and Professional:</p> <p>Adjusts the level at which the black areas in text and line art are delineated, improving text recognition in OCR programs. (Available only when you select Black & White as the Image Type setting.)</p> <p>In Home Mode, click the Brightness button to access the Threshold setting.</p>

Note:

- ❑ To view the red, green, and blue levels at particular points in your preview image as you make adjustments, click the  densitometer icon in the preview window and click an image area. See EPSON Scan help for details.
- ❑ Certain settings may not be available, or may be automatically selected, depending on the type of image you are previewing and other settings you have selected.
- ❑ You can customize how certain EPSON Scan settings behave by clicking the Configuration button and changing settings in the window that appears. See EPSON Scan Help for details.
- ❑ To undo any image quality adjustments you make to the preview image, click the Reset button (if available), turn off the setting, or preview your image again.

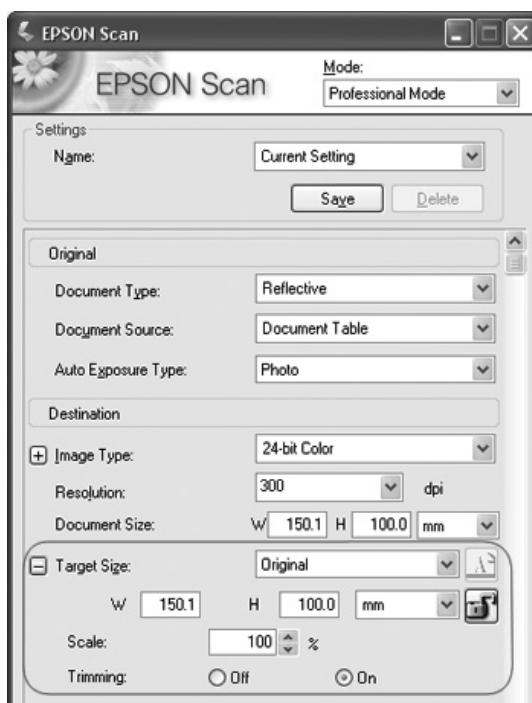
Selecting the Scan Size

You can scan your images at their original size, or you can reduce or enlarge their size as you scan them. You do this using the Target Size setting in Home or Professional Mode.

Home Mode



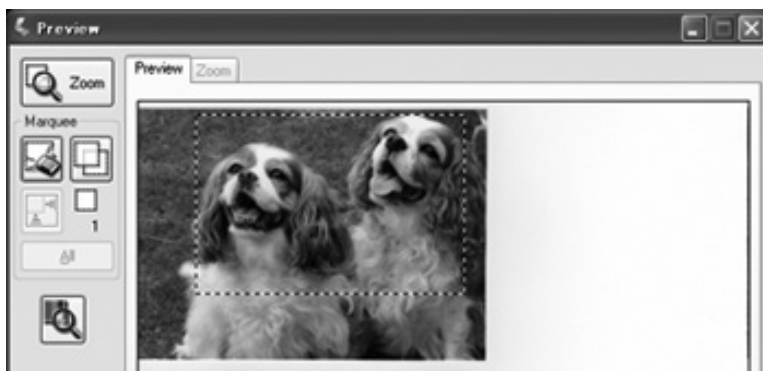
Professional Mode



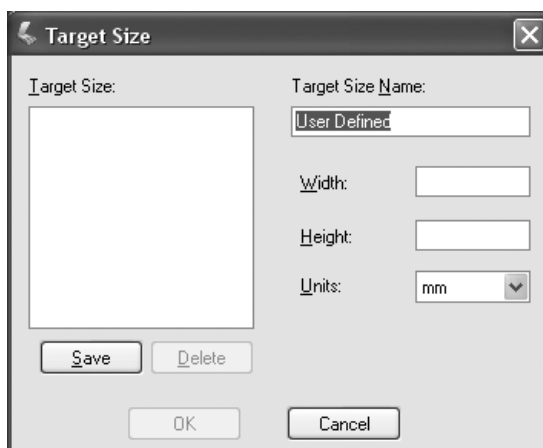
If you are going to scan your image to a particular size, you should select the Target Size setting after previewing it, but before adjusting your scan area (indicated by the marquee). This sets the scan area to the correct proportions so your image will not be cropped unexpectedly.

For instructions on previewing your image(s), see "Previewing and Adjusting the Scan Area" on page 85. Then follow these steps to select the Target Size setting:

1. You can choose a predefined scan size from the Target Size list. Click the arrow in the list and select the size you want. A marquee (dotted line) proportioned for that size appears on your preview image:

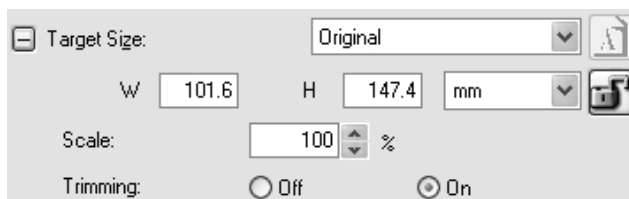



2. If you need to create a scan size that is not in the Target Size list, you can create a custom size. Click the arrow in the list and select Customize. You see the Target Size window:



Type a name for your custom size, enter the size, click the Save button, then click OK. Your new size appears in the Target Size list.

3. In Professional Mode, you can fine-tune the size using additional tools. Click the + (Windows) or ► (Mac OS X) next to Target Size to display these tools:



- ☐ To size your image by a certain percentage, adjust the Scale value.
 - ☐ To change the way your image is cropped, turn Trimming on or off. (See EPSON Scan Help for details.)
 - ☐ To unlock the proportions of your scan size, click the  lock icon. Then adjust the marquee or enter new width/height measurements.
4. Once you have selected your scan size, you can click and drag the marquee to the area in the image you want to scan. For details, see "Adjusting the Scan Area (Marquee)" on page 87. The marquee proportions are retained as you adjust it.

If you need to rotate the marquee for a landscape or portrait image, click the  orientation icon. (Not available if you are scanning at the Original Target Size.)

Note:

For more information about using the Target Size tools, click Help in the EPSON Scan window.

5. Now you are ready to scan your image(s). See "Finishing the Scan" on page 98 for instructions.

Finishing the Scan

When you have finished selecting scan settings, you are ready to scan. Click the **Scan** button. After a few moments, your images are scanned.



What happens after you scan depends on how you started your scan:

- ❑ If you started your scan by running EPSON Scan as a standalone program, you see the File Save Settings window. This lets you select the name and location of your saved scan files. See "Selecting File Save Settings" on page 75 for details.
- ❑ If you started your scan from a scanning program such as Adobe Acrobat, your scanned image(s) open in the program window. Click **Close** to close the EPSON Scan window and view your image(s) in the program.

Using the Scanner Features

Scanning to a PDF File

You can scan multiple pages of a document using the ADF and save them as one PDF file on your computer. EPSON Scan displays an editing page so you can view the pages as you scan them and reorder, rotate, or delete them as necessary. You can also scan one page at a time on the document table and save it as a PDF file.

Note:

If you are scanning from Adobe Acrobat 7, you may not be able to use the ADF to scan multiple pages. Use the document table to scan your pages individually, or scan multiple pages using EPSON Scan as described below.

1. Place your original document on the scanner. See one of these sections for instructions:
 - ❑ If you are scanning using the ADF, load the first page of your document. See "Loading Documents in the Automatic Document Feeder" on page 24
 - ❑ If you are scanning from the document table, see "Placing Originals on the Document Table" on page 28
2. Do one of the following to start EPSON Scan:

Windows:

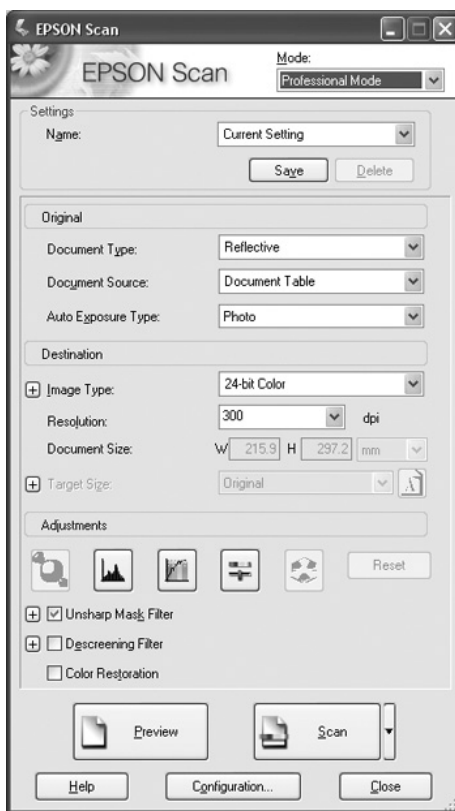
Double-click the EPSON Scan icon on your desktop.

Or select Start > All Programs or Programs > EPSON Scan > EPSON Scan.

Mac OS X:

Open the Applications folder and click the EPSON Scan icon.

3. If the Mode setting in the top right of the EPSON Scan window is not set to Professional Mode, click the arrow in the box and select Professional Mode.



4. If you are scanning using the ADF, select ADF - Single-sided or ADF - Double-sided as the Document Source setting.

If you are scanning one page on the document table, select Document Table.

5. Click the arrow in the Auto Exposure Type list and select your original document type; either Document or Photo.
6. Click the arrow to open the Image Type list and select the detailed image type you are scanning:

Image Type setting	Type of image you are scanning
48-bit Color	Color photo that you may want to modify in a 48-bit image-editing program
24-bit Color	Color photo
Color Smoothing	Color graphics, such as a chart or graph
16-bit Grayscale	Black-and-white photo with many shades of gray
8-bit Grayscale	Black-and-white photo with just a few shades of gray
Black & White	Document with black text and/or line art

7. Click the arrow next to the Resolution list and select the number of dots per inch at which you want to scan. See the table below for some guidelines:

What you will do with the scanned image	Suggested scan resolution
Send via e-mail, upload to web, view only on the screen	96 to 150 dpi
Print, convert to editable text (OCR)	300 dpi
Fax	200 dpi

8. Click the Preview button toward the bottom of the EPSON Scan window. One of the following happens, depending on how you loaded your original document:

- ☐ If you are using the document table, a preview of your page is displayed in the Preview window.
- ☐ If you are using the ADF, it loads your first document page, then EPSON Scan prescans it and displays it in the Preview window. The ADF then ejects your first page.






Place your first document page on top of the rest of the pages, then load the entire document (up to 50 pages) into the ADF.




9. In the Preview window, draw a marquee (a line marking the scan area) around the portion of your document page that you want to scan, if necessary.

For instructions on creating and adjusting a marquee, see one of the following sections:

- ☐ If you are scanning with the ADF, see "Adjusting the Scan Area (Marquee)" on page 55.
- ☐ If you are scanning from the document table, see "Adjusting the Scan Area (Marquee)" on page 87.

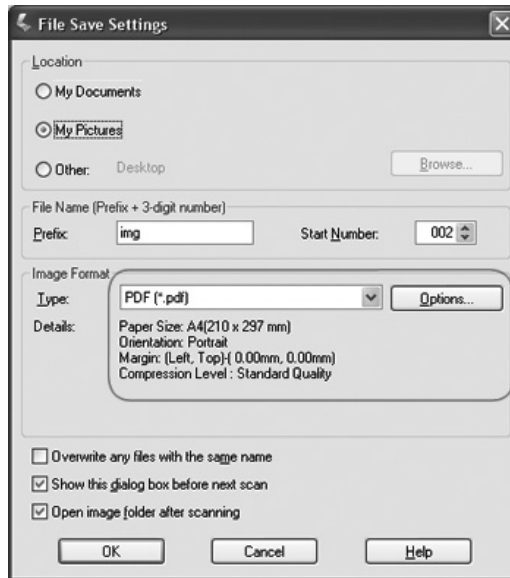
10. Scroll down the EPSON Scan window and change any necessary Adjustment settings as listed in the table below.

Setting	Available mode(s) and description
Color Restoration	Restores the colors in faded photos automatically.
Brightness	Adjusts the overall image lightness and darkness. Click the  Image Adjustment button to access the Brightness setting.
Contrast	Adjusts the difference between the light and dark areas of the overall image. Click the  Image Adjustment button to access the Contrast setting.
Saturation	Adjusts the density of colors in the overall image. Click the  Image Adjustment button to access the Saturation setting.
Color Balance	Adjusts the balance of red, green, and blue colors in the overall image. Click the  Image Adjustment button to access the Color Balance setting.
Auto Exposure	Click the  Auto Exposure button. To turn it on continuously, click the Configuration button, click the Color tab, and select Continuous auto exposure. You can adjust the level of exposure adjustment using the slider.
Unsharp Mask Filter	Turn on to make the edges of image areas clearer for an overall sharper image. The level of sharpness is adjustable. Turn off to leave softer edges.
Descreening Filter	Removes the rippled pattern that can appear in subtly shaded image areas, such as in skin tones. Also improves results when scanning magazine or newspaper images which include screening in their original print processes. The results of the Descreening Filter do not appear in the preview image, only in your scanned image.

Histogram	<p>Provides a graphical interface for adjusting highlight, shadow, and gamma levels individually. For advanced users only.</p> <p>Click the  Histogram Adjustment button to use the Histogram settings.</p>
Tone Correction	<p>Provides a graphical interface for adjusting tone levels individually. For advanced users only.</p> <p>Click the  Tone Correction button to use the Tone Correction settings.</p>
Color Palette	<p>Provides a graphical interface for adjusting mid-tone levels, such as skin tones, without affecting the highlight and shadow areas of the image. For advanced users only.</p> <p>Click the  Color Palette button to use the Color Palette settings.</p>
Threshold	<p>Adjusts the level at which the black areas in text and line art are delineated, improving text recognition in OCR programs. (Available only when you select Black & White as the Image Type setting.)</p>

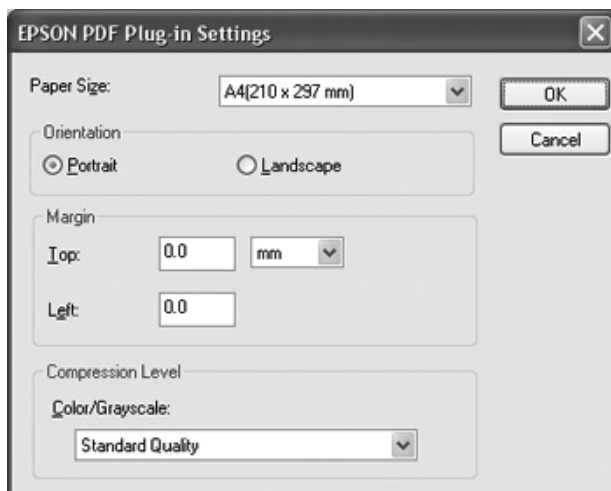
11. Click the Scan button to scan your document pages.

12. The File Save Settings window appears:



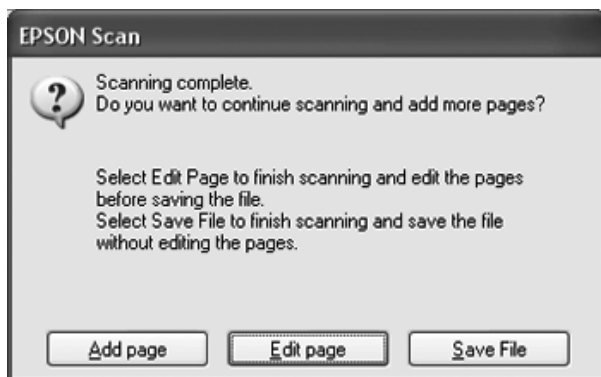
Select PDF as the file type setting. The current Paper Size, Orientation, Margin, and Compression setting are displayed below it.

13. If you need to change any of the current PDF settings, click the Options button. You see the EPSON PDF Plug-in Settings window:



Select the settings that match your document and click OK. You return to the File Save Settings window.

14. When you are finished selecting file settings, click OK. EPSON Scan scans your pages and displays this window:



15. If you have finished scanning your document and want to view thumbnail images of the scanned pages, click Edit page and go to step 16.



If you need to load or place more pages for scanning, click Add page. Then load or place your originals and click Scan. When you are finished, click Edit page and go to step 16.







If you have finished scanning and want to save the file without editing the pages, click Save File and go to step 18.

16. You see the Editing Page window displaying thumbnail images of each scanned page:




If you want to include all the document pages in your PDF file as they currently look, go to step 17.

If you want to include only some of the pages, click the  odd pages or  even pages icons, or click the individual pages you want to include.

If you want to rotate or delete pages, click the pages or use the  odd pages,  even pages, or  all pages icon to select the pages. Then click the  left or  right rotate icon to rotate them or the  delete icon to delete them.

Note:

The  delete icon is not available when all document pages are selected.

17. When you have finished editing your document pages, click OK. Your document is saved in a PDF file in the location you selected.
18. Click Close to exit EPSON Scan.

Converting Scanned Documents into Editable Text

You can scan a document and convert the text into data that you can edit with a word processing program. This process is called OCR (Optical Character Recognition). To scan and use OCR, you need to use an OCR program, such as Adobe Acrobat.

OCR Software Limitations

OCR software cannot recognize handwritten characters, and certain types of documents or text are difficult for OCR software to recognize, such as:

- ☐ Items that have been copied from other copies
- ☐ Faxes
- ☐ Text with tightly spaced characters or line pitch
- ☐ Text that is in tables or underlined
- ☐ Cursive or italic fonts, and font sizes less than 8 points

Scanning Using an OCR Program

Follow these steps to scan and convert text using an OCR program. See your OCR program documentation for detailed instructions.

1. Place your original document on the scanner. See one of these sections for instructions:
 - ☐ "Loading Documents in the Automatic Document Feeder" on page 24
 - ☐ "Placing Originals on the Document Table" on page 28

2. Start your OCR program.
3. Start your OCR program's scan function. EPSON Scan starts in the last mode you used.
4. Select your scan settings as follows, depending on the mode you are using:

Office Mode

- ☐ Select Auto Detect, ADF - Single-sided, ADF - Double-sided, or Document Table as the Document Source.
- ☐ Select Color or Black&White as the Image Type.
- ☐ Select 300 dpi as the Resolution
- ☐ Preview and adjust the scan area, if necessary.

If you are scanning using the ADF, see "Selecting EPSON Scan Office Mode Settings" on page 42.

If you are scanning from the document table, see "Selecting EPSON Scan Office Mode Settings" on page 72.

Home Mode

- ☐ Select Magazine, Newspaper, or Text/Line Art as the Document Type.
- ☐ Select Black&White or Color as the Image Type
- ☐ Choose Printer or Other as your Destination setting.
- ☐ Preview and select your scan area as described in "Previewing and Adjusting the Scan Area" on page 85.

Professional Mode

- ☐ Select ADF - Single-sided, ADF - Double-sided, or Document Table as the Document Source.
- ☐ Select Document as the Auto Exposure Type.
- ☐ Select Black&White, 24-bit Color, or 48-bit Color as the Image Type.
- ☐ Select 300 dpi as the Resolution.
- ☐ Preview and select your scan area.

If you are scanning using the ADF, see "Previewing and Adjusting the Scan Area" on page 52.

If you are scanning from the document table, see "Previewing and Adjusting the Scan Area" on page 85.

Note:

If the characters in your text are not recognized very well, you can improve recognition by adjusting the Threshold setting.

If you are scanning using the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

5. Click Scan. Your document is scanned, processed into editable text, and opened in your OCR program window.
6. Follow the instructions in OCR program Help to edit and save your document.

Restoring Color in Photos

Using the Color Restoration feature in EPSON Scan, you can transform old, faded, or badly exposed photos into ones with true-to-life color and sharpness. You can restore printed photos automatically as you scan them.



Follow these steps to restore colors using EPSON Scan:

1. Place your original photo on the document table. See "Placing Originals on the Document Table" on page 28 for instructions.

Note:

Do not load photos into the ADF.

2. Start EPSON Scan. See one of these sections for instructions:
 - ☐ "Starting a Scan With EPSON Scan" on page 67
 - ☐ "Starting a Scan With Another Scanning Program" on page 69

3. When the EPSON Scan window appears, select Home Mode or Professional Mode in the upper right corner of the window, if necessary.

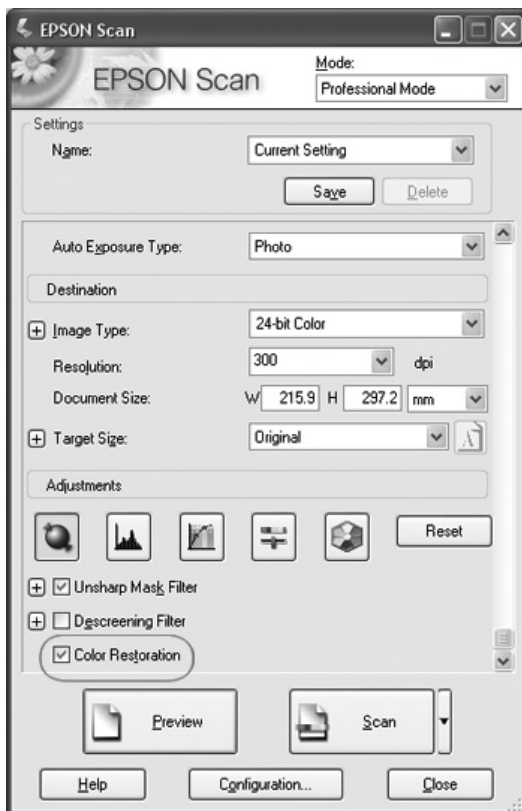
Note:

To change the scan mode, see "Changing the Scan Mode" on page 78.

4. Select the basic settings for the type of original(s) you are scanning, then select the destination setting for the way you will use your image(s). See "Selecting Basic Settings" on page 79 for instructions.
5. Click the Preview button to preview your image(s), then select your scan area. See "Previewing and Adjusting the Scan Area" on page 85 for instructions.

6. Do one of the following to select the Color Restoration option:

- ☐ **Home Mode:** Click the Color Restoration checkbox.
- ☐ **Professional Mode:** Scroll down to the Adjustments area and click the Color Restoration checkbox.




7. Make any other necessary image adjustments. See "Adjusting the Color and Other Image Settings" on page 90 for instructions.
8. Size your image as necessary. See "Selecting the Scan Size" on page 94 for instructions.


9. Click the Scan button to scan and restore the color in your image(s).

What happens next depends on how you started EPSON Scan. See "Finishing the Scan" on page 98 for details.

Assigning a Program to the Start Button

The  Start button opens EPSON Scan in Office Mode when you press it the first time.

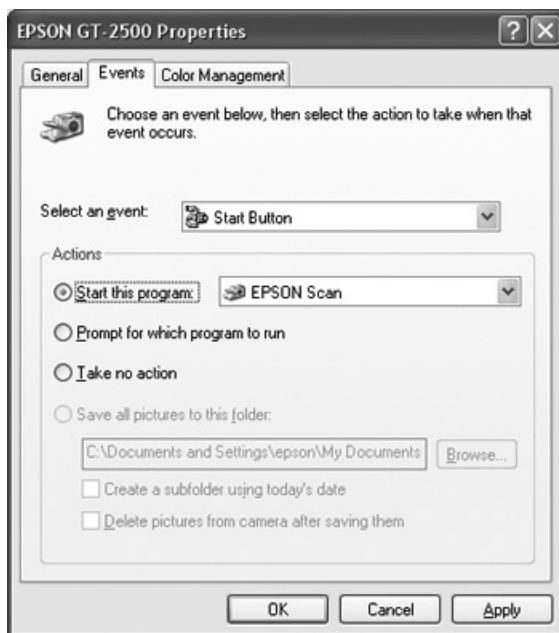
You can assign the  Start button to any Windows program that supports scanner events, such as Adobe Acrobat. If you have a compatible program, it will appear in the selection window.


If you want to assign a different program to the  Start button, follow the steps below. The steps you use depend on the version of Windows you have.

Assigning a Program With Windows XP


1. Click Start > Control Panel > Printers and Other Hardware or Start > Settings > Control Panel.
2. Double-click the Scanners and Cameras icon.

3. Right-click your scanner's icon and select Properties. You see this window:



4. Click the Events tab.
5. In the Select an event list, choose the  Start button.
6. In the Start this program list, choose the program you want to assign. Only compatible programs appear in the list.

Note:

If you want to be given a choice of programs whenever you press the  Start button, click the Prompt for which program to run button instead. If you want to disable the button from opening a program, click the Take no action button instead.

7. Click Apply, then click OK.

Assigning a Program With Windows 98SE, Me, or 2000

1. Click Start > Settings > Control Panel.
2. Double-click the Scanners and Cameras icon.
3. Do one of the following:

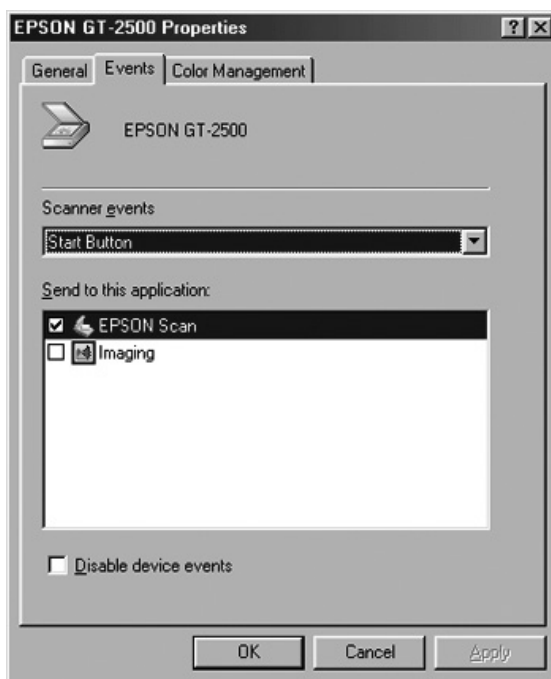
Windows Me:


Right-click your scanner icon and click Properties.

Windows 98SE and 2000:


Select your scanner icon and click Properties.

You see this window:




4. Click the Events tab.
5. In the Scanner events list, choose the  Start button.
6. In the Send to this application list, click the checkbox for the program you want to assign. Only compatible programs appear in the list.

Note:

If you want to be given a choice of programs whenever you press the  Start button, select more than one program in the list. If you want to disable the button from opening a program, click the Disable device events button instead.

7. Click Apply, then click OK.

Note:

With Windows 2000, restart your computer before using the newly assigned  Start button.

Using the Optional Network Image Express Card

Installing the Network Image Express Card

The EPSON Network Image Express Card (B808392) lets you use your scanner over a network without having to connect the scanner to a server PC.

For details on using the card, see the documentation that came with it.



Caution:

- ❑ *Do not install any other optional card in your scanner, or you may damage your scanner.*
- ❑ *To use the Network Image Express Card, disconnect the USB cable from the scanner; otherwise the scanner may not work properly.*
- ❑ *Do not connect the USB cable while an Ethernet cable is already connected to the RJ-45 connector on the Network Image Express Card.*

1. Turn off the scanner.

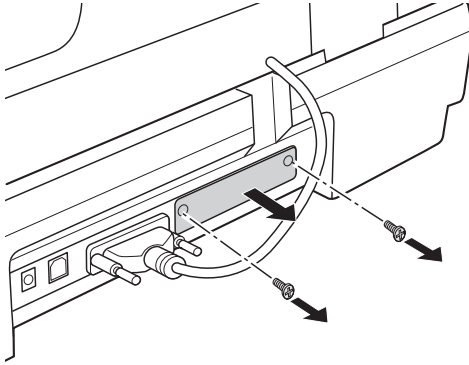


Caution:

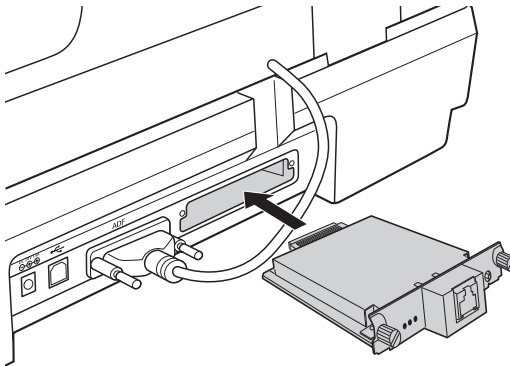
Do not install or uninstall the Network Image Express Card while the scanner is turned on; otherwise damage may occur.

2. Unplug the power cord and disconnect all the cables from your scanner. (Do not disconnect the cable securing the ADF to your scanner.)

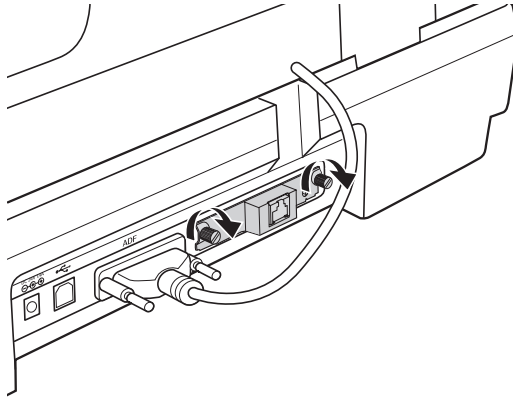
3. Remove the two screws securing the shield plate using a Phillips-head screwdriver, then remove the shield plate. Be sure to keep the screws in case you re-install the shield plate later.



4. Insert the Network Image Express Card in your scanner's optional interface slot.



5. Press in as you tighten the thumbscrews to secure the card.



6. Plug the scanner's power cord into an electrical outlet.
7. To initialize the Network Image Express Card, turn on the scanner while holding down the Reset button on the card for 10 seconds. The red status light and green data light come on.

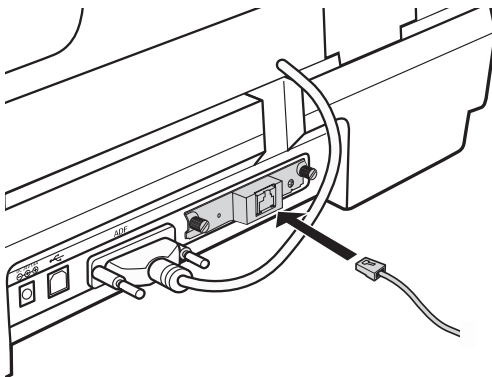
Note:

Be sure to initialize the Network Image Express Card whenever you install or re-install it in the scanner.

8. Turn off the scanner.

Connecting the Card and Scanner to a Network Hub

1. Connect an Ethernet cable (Category 5 shielded twisted-pair cable) to the RJ-45 connector on the Network Image Express Card and connect the other end to your network hub.



Caution:

- ❑ You must use a Category 5 shielded twisted-pair cable to connect the Network Image Express Card to prevent a malfunction.
- ❑ Do not connect the Network Image Express Card directly to a computer; connect it only to a network hub.
- ❑ Do not connect or disconnect the network cable when the scanner is turned on.
- ❑ Do not connect the USB cable while an Ethernet cable is already connected to the RJ-45 connector on the Network Image Express Card.

2. Turn on the scanner.

3. Check the lights on the Network Image Express Card. Initialization is in progress while the red status light and the green data light are on. When the yellow status light comes on, initialization is complete.

Setting Up Client Computers for Network Scanning

To allow networking, you must install a Network Interface Card and a Network Interface Card (NIC) driver on each client computer in the network. See the documentation that came with the card for instructions.

Then follow the instructions in this section to set up the TCP/IP protocol on the client computers.

Installing the TCP/IP Protocol

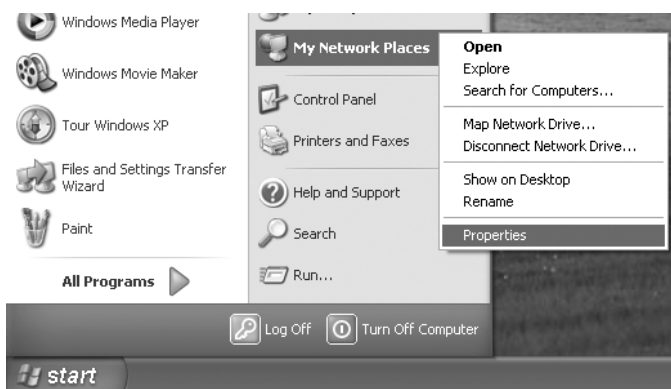
Windows XP or 2000

Note:

The screen shots in this section show Windows 2000, however the instructions are the same for Windows XP, except as noted.

1. **Windows XP:**

Click Start, right-click My Network Places, and select Properties.

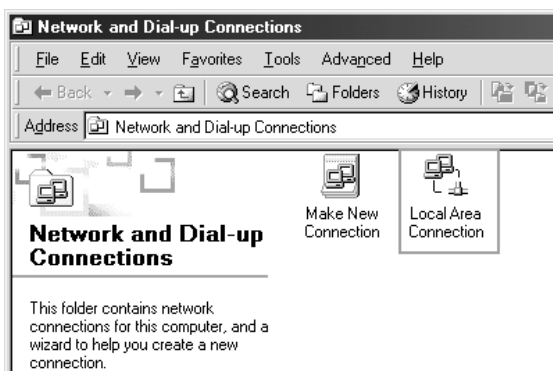


Windows 2000:

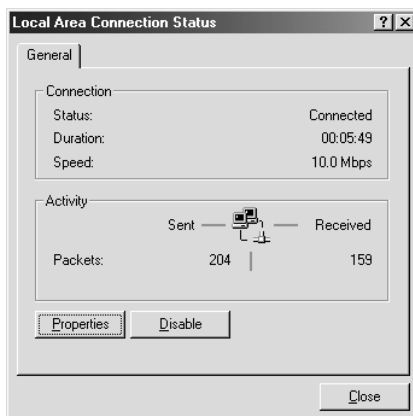
Right-click the My Network Places icon and select Properties.



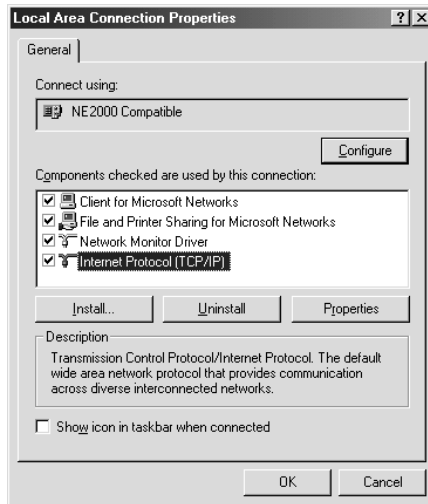
2. Double-click Local Area Connection.



3. Click Properties.



4. Make sure the Internet Protocol (TCP/IP) box is checked in the Local Area Connection Properties window.

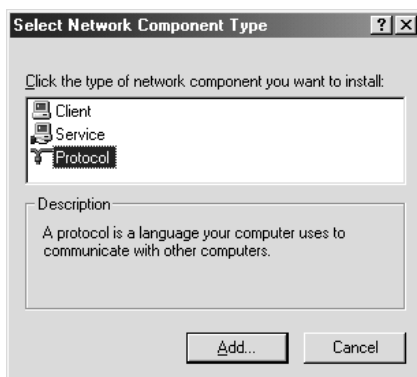


If Internet Protocol (TCP/IP) does not appear in the list, go to step 5.

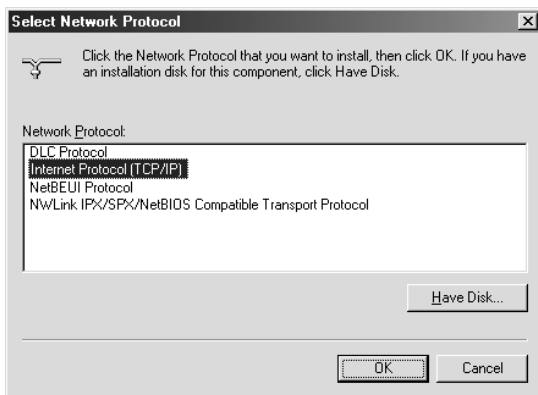
If it does appear, go to "Scanning Over a Network" on page 130.

5. Click Install. The Select Network Component Type window appears.

6. Select Protocol from the list and click Add.



7. Select Internet Protocol (TCP/IP) and click OK.



8. Make sure the Internet Protocol (TCP/IP) box is checked and click OK. Then go to "Scanning Over a Network" on page 130.

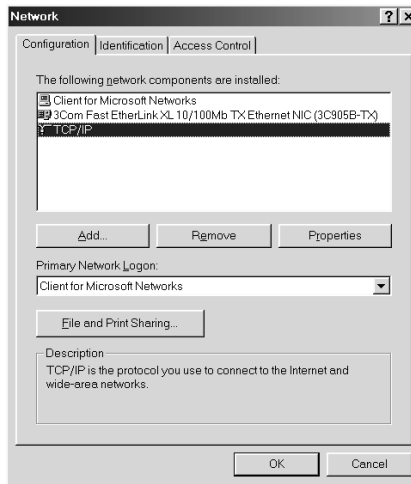
Windows 98SE or Me

1. Click Start, point to Settings, and select Control Panel.
2. Double-click the Network icon.



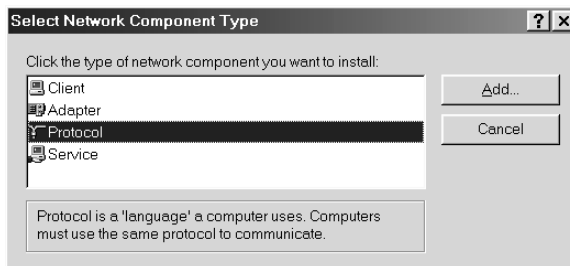
3. Click the Configuration tab in the Network window.

4. Make sure TCP/IP is included in the network components list.

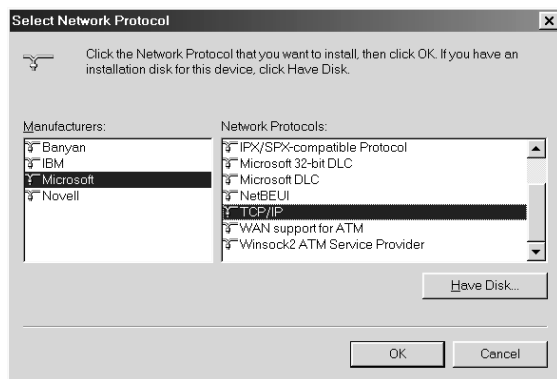


If TCP/IP appears in the list, go to "Scanning Over a Network" on page 130; otherwise, go to step 5.

5. Click Add. The Select Network Component Type window appears.
6. Select Protocol from the list and click Add.



7. Select Microsoft from the Manufacturers list and TCP/IP from Network Protocols list, then click OK.



8. Follow the instructions on the screen to finish adding the protocol. Then go to "Scanning Over a Network" on page 130.

Scanning Over a Network

Starting EPSON Scan Settings

Make sure your Epson scanner and Network Image Express Card are turned on and working properly. Then follow the steps below to use the EPSON Scan Settings program to enable network scanning.

Note:

- ❑ *With Windows 2000 and XP, you need to log on with administrator privileges to install the software.*
- ❑ *With Windows 2000, XP, and Mac OS X, you need to log on using administrator privileges to make changes to the settings. Any changes made to the settings by the administrator apply to all users.*

- ❑ *With Mac OS X, do not use the Fast User Switching function while using your scanner.*
- 1. Obtain the IP address or host name of the Network Image Express Card from your network administrator.
- 2. Start EPSON Scan Settings.

Windows:

Click Start > All Programs (Windows XP) or Programs (Windows Me, 98SE, and 2000) > EPSON Scan > EPSON Scan Settings.

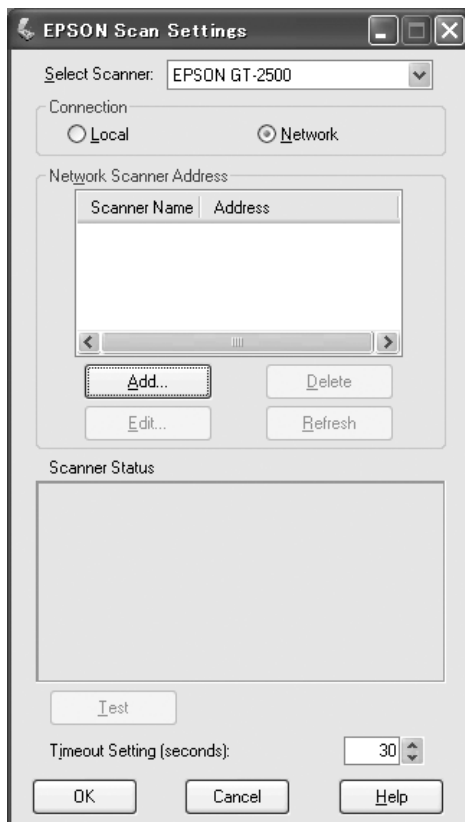


Mac OS X:

Click the EPSON Scan Settings icon in the Utility folder.



3. Select EPSON GT-2500 from the Select Scanner drop-down list.



4. Click the Network radio button, then click the Add button.

5. In the Add window, choose the Network Image Express Card's IP address under Search for addresses, or click the Enter address radio button and type in the address. Then click the OK button.

Add [X]

Scanner Name
Scanner1

☒ Search for addresses

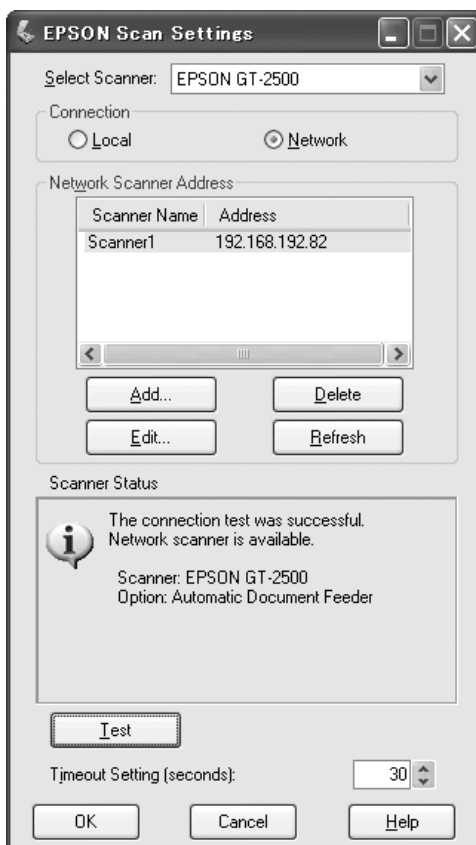
192.168.192.82 [Retry] [Break]

Searching. Please wait.

☐ Enter address
[Use this option when addresses do not appear above.]

[OK] [Cancel] [Help]

6. In the EPSON Scan Settings window, click the Test button to check the connection. If everything works properly, you see a successful connection message in the Scanner Status box.




7. Click OK to save the settings.


Scanning an Image

Note:

You must set the IP address for your Network Image Express Card before you can scan using it. See "Starting EPSON Scan Settings" on page 130 for instructions.

1. Turn on your scanner and the client computer.
2. On the client computer, double-click the EPSON Scan icon on the desktop (Windows) or open it from the Applications folder (Mac OS X).
3. Select your desired mode and scanning settings, then do one of the following to start your scan:
 - ☐ Click the Scan button on the EPSON Scan window.
 - ☐ Press the  Start button on the scanner

Note:

In a network environment, the  Start button on the scanner works the same way as clicking the Scan button in the EPSON Scan window.

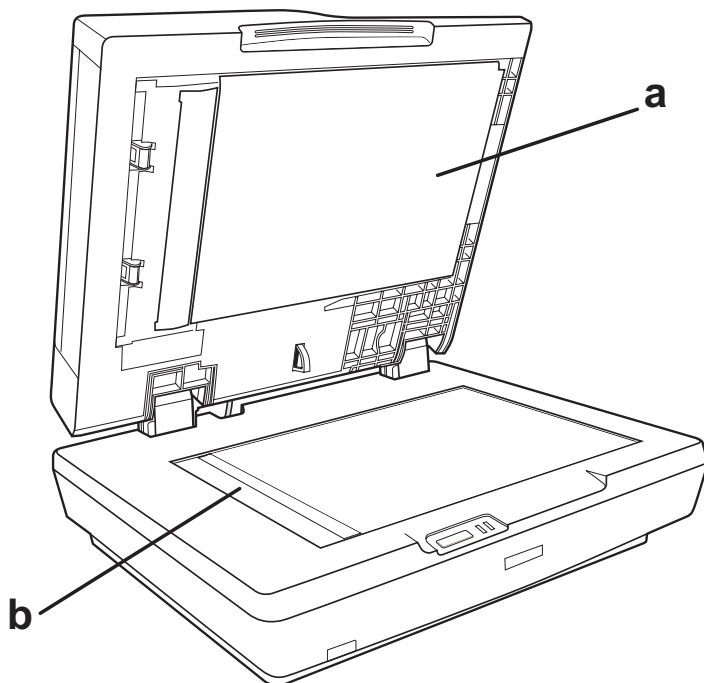
Cleaning the Scanner

To keep your scanner operating at its best, clean it periodically using the following procedure.

1. Turn off the scanner using its power button.
2. Unplug the AC adapter cord from the scanner.
3. Clean the outer case with a cloth dampened with mild detergent and water.
4. If the glass surface of the document table gets dirty, clean it with a soft dry cloth. If the glass surface is stained with grease or some other hard-to-remove material, use a small amount of glass cleaner and a soft cloth to remove it. Wipe off all remaining liquid.

Make sure that no dust builds up on the surface of the document table. Dust can cause spots in your scanned images.

5. If the underside of the ADF gets dirty, clean it as described in step 4. Also be sure to clean the left side of the document table.



a. underside of ADF

b. left side of document table

**Caution:**

- ❑ *Do not press the glass surface of the document table with any force.*
- ❑ *Be careful not to scratch or damage the glass surface of the document table, and do not use a hard or abrasive brush to clean it. A damaged glass surface can decrease the scan quality.*
- ❑ *Never use alcohol, thinner, or corrosive solvent to clean the scanner. These chemicals can damage the scanner components and the case.*
- ❑ *Be careful not to spill liquid into the scanner mechanism or electronic components. This could permanently damage the mechanism and circuitry.*
- ❑ *Do not spray lubricants inside the scanner.*
- ❑ *Never open the scanner case.*

Replacing the Scanner Lamp

The luminosity of the scanner lamp declines over time. If the lamp breaks or becomes too dim to operate normally, the scanner stops working and the Ready and Error lights flash. When this happens, the lamp assembly must be replaced. For details, contact your dealer.

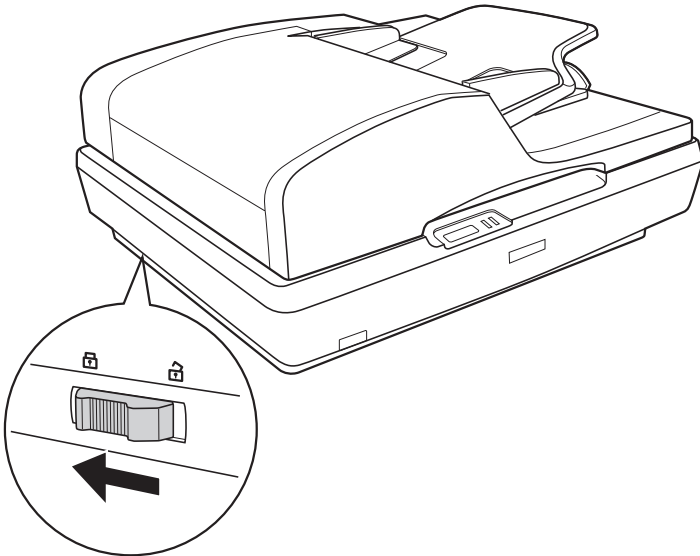
**Caution:**

Never open the scanner case. If you think repairs or adjustments are necessary, consult your dealer.

Transporting the Scanner

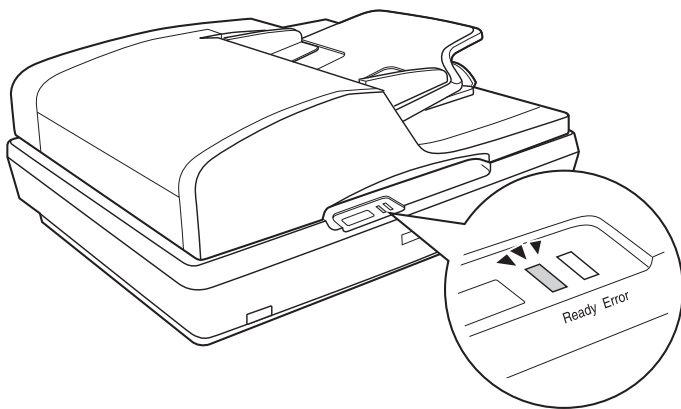
Before transporting the scanner for a long distance or storing it for an extended period of time, you need to lock the scanner's carriage and transparency unit to prevent damage.

1. Plug in the scanner, connect it to your computer, turn on the scanner using its power button, and wait until the lights stop flashing.
2. When the Ready light is green, turn off the scanner using its power button.
3. On the side of the scanner, slide the transportation lock to the locked position to secure the scanner carriage.



4. Attach the protective materials, then repack the scanner in its original box or a similar box that fits the scanner snugly.

Reading the Scanner Lights



If an error occurs, the scanner stops operating and the Ready and Error lights flash. This indicates one of the following problems:

- ❑ The scanner is not connected to your computer properly or your software is not fully installed. See the *Start Here* sheet that came with your scanner for instructions on installing the scanner software and connecting the scanner to your computer.
- ❑ The scanner transportation lock is locked. Slide the lock to the unlock position. See the *Start Here* sheet that came with your scanner for instructions.

After trying these solutions, turn off the scanner using its power button, then turn it back on.

If the Ready and Error lights are still flashing:

- ❑ The scanner may be malfunctioning.
- ❑ The scanner lamp may need to be replaced.
- ❑ The ADF may be malfunctioning.

Contact your dealer or EPSON. See "Contacting Customer Support" on page 169 for details.

Scanner Problems

See your *Start Here* sheet for instructions on setting up your scanner. If you have problems operating the scanner, make sure:

- ❑ The scanner is turned on by pressing its power button.
- ❑ The power cord is securely plugged into an electrical outlet.
- ❑ The power outlet works. (If necessary, test it by plugging in another electrical device and turning it on.)

If you still have problems scanning, see the other topics in this section.

The Scanner Does Not Scan

- ❑ Wait until the Ready light turns green to indicate that the scanner is ready to scan.
- ❑ Your system may not work properly if you use a USB cable other than the one that came with your scanner.
- ❑ The scanner may not work properly when connected to the computer through more than one hub. Connect the scanner directly to the computer's USB port or through one hub only.
- ❑ The scanner may not work properly when your computer is in standby mode (Windows) or sleep mode (Mac OS X). Restart EPSON Scan and try scanning again.
- ❑ The scanner may not work properly if you upgrade your operating system but do not reinstall EPSON Scan. See "Uninstalling Your Scanning Software" on page 164 for instructions on uninstalling and reinstalling it.
- ❑ In Mac OS X Classic mode, the scanner may not work properly. Use the Mac OS X interface instead.

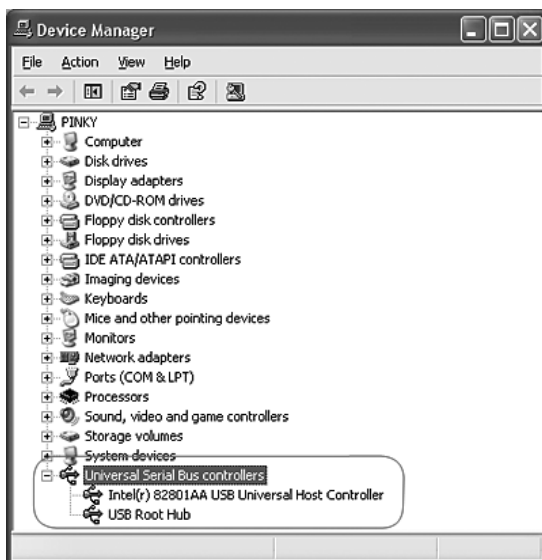
The Scanner is Not Recognized by Your System

First check your connection to the scanner and computer:

- ❑ Make sure your scanner's power cord is securely connected to the scanner and a working electrical outlet, and the scanner's power button is turned on.
- ❑ Make sure the interface cable is securely connected to the scanner and your computer, and that the cable is not damaged or crimped.
- ❑ Your system may not work properly if you use a USB cable other than the one that came with your scanner, so try using that cable.
- ❑ The scanner may not work properly when connected to the computer through more than one USB hub. Connect the scanner directly to the computer's USB port or through one hub only.
- ❑ Check to see if your computer system meets the requirements for the scanner interface you are using. See "System Requirements" on page 170 for details.
- ❑ If Windows still has problems recognizing your scanner, make sure your computer supports USB. See "Checking For Windows USB Support" on page 144 for instructions.

Checking For Windows USB Support

1. Right-click the My Computer icon and click Properties. (On Windows XP, click Start, then right-click My Computer and click Properties.)
2. Do one of the following:
 - ☐ **Windows XP or 2000:** Click the Hardware tab, then click the Device Manager button.
 - ☐ **Windows Me or 98SE:** Click the Device Manager tab.
3. Scroll down and click Universal Serial Bus controllers.



If a USB Universal Host Controller and USB Root Hub are listed, Windows supports USB.

4. Try scanning again. If your scanner still is not recognized, contact your dealer or a qualified servicer for assistance.

Pressing the Start Button Does Not Open the Correct Program

- ❑ Make sure EPSON Scan is installed correctly. See the *Start Here* sheet for instructions.
- ❑ Make sure your Windows system is set up for scanner events as follows:


Windows XP:

Click the Events tab in your scanner's Properties window and make sure Take no action is not selected. Also, make sure the desired button is selected in the Select an event list box, and Start this program is selected.

For Windows Me, 98SE, and 2000 users:

Click the Events tab in your scanner's Properties window and make sure the Disable device events check box is clear.

Also, make sure the desired button is selected in the Scanner events list box, and the desired application in the Send to this application list is selected.

- ❑ In Mac OS X, make sure you did not install the scanner software in Classic mode or run it in Classic mode. Also make sure you are logged on as the user who installed the scanner software. Other users must first start EPSON Scanner Monitor in the Applications folder and then press the  Start button to scan.

You Cannot Scan Multiple Images at One Time

- ❑ Position photos at least 20 mm (0.8 inches) apart from each other on the document table.
- ❑ Make sure your scanning program can scan multiple images.
- ❑ If you are scanning with the ADF, see "Loading Documents in the Automatic Document Feeder" on page 24 for solutions.

Scanning Software Problems

Note:

- ❑ *Some EPSON Scan settings may be unavailable or grayed out based on your scanner's capabilities, the currently selected settings, or the currently installed optional accessories.*
- ❑ *If you see a message on your screen telling you that your scanner can work faster with a USB 2.0 connection, close the message box. You can still use your scanner with your USB 1.1 port; this message just informs you that a faster connection is available.*

You Cannot Start EPSON Scan

- ❑ Make sure the scanner power button is turned on.
- ❑ Turn off your computer and scanner, then check the USB cable connection between them to make sure it is secure.
- ❑ The scanner may not work properly when your computer is in standby mode (Windows) or sleep mode (Mac OS X). Restart EPSON Scan and try scanning again.
- ❑ The scanner may not work properly if you upgrade your operating system but do not reinstall EPSON Scan. See "Uninstalling Your Scanning Software" on page 164 for instructions on uninstalling and reinstalling it.
- ❑ Make sure that EPSON Scan is selected in your scanning program.

If you are scanning with the ADF, see "Starting a Scan With Another Scanning Program" on page 39.

If you are scanning from the document table, see "Starting a Scan With Another Scanning Program" on page 69 for instructions.

- ❑ In the Windows Device Manager, make sure your scanner's name appears under Imaging devices without a question (?) or an exclamation (!) mark. If the scanner appears with one of these marks or as an Unknown device, uninstall EPSON Scan as described in "Uninstalling EPSON Scan" on page 164. Then reinstall it by following the instructions in your *Start Here* sheet.

The Scanner Software Does Not Work Properly

- ❑ Make sure your computer has enough memory and meets the other system requirements for the software you are using. See your software and computer documentation for details.
- ❑ With Windows, check whether your scanner appears more than once in the Scanners and Cameras utility. Do one of the following:

Windows XP and Me:

Double-click the Scanners and Cameras icon in Control Panel. Delete your scanner's icon and reinstall EPSON Scan by following the instructions in your *Start Here* sheet.

Windows 98SE and 2000:

Double-click the Scanners and Cameras icon in Control Panel. Delete your scanner from the list of installed devices and reinstall EPSON Scan following the instructions in your *Start Here* sheet.

- ❑ The scanner may not work properly when your computer is in standby mode (Windows) or sleep mode (Mac OS X). Restart EPSON Scan and try scanning again.
- ❑ The scanner may not work properly if you upgrade your operating system but do not reinstall EPSON Scan. See "Uninstalling Your Scanning Software" on page 164 for instructions on uninstalling and reinstalling it.

Scanning Takes a Long Time

- ❑ Computers with USB 2.0 (high speed) ports can scan faster than those with USB 1.1 ports. If you are using a USB 2.0 port with your scanner, make sure it meets the system requirements. See "System Requirements" on page 170 for details.
- ❑ Try scanning your original at a lower Resolution setting to speed up scanning.

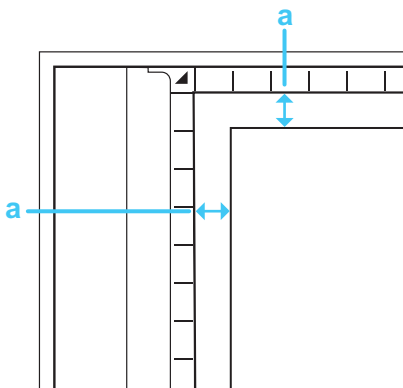
If you are scanning with the ADF, see "Selecting the Scan Resolution" on page 51.

If you are scanning from the document table, "Selecting the Scan Resolution" on page 83 for instructions.

Scan Quality Problems

The Edges of Your Document Are Not Scanned

Move the document about 2 mm (0.1 inch) away from the edges of the document table to avoid cropping.



a. Unreadable area of 2 mm (0.1 inch)

You See Only a Few Dots in Your Scanned Image

- ❑ Make sure the document is placed on the scanner's document table with the side to be scanned facing down. See "Placing Originals on the Document Table" on page 28 for details.
- ❑ When scanning with the Black&White setting in Home or Professional Mode, change the Threshold setting. See "Adjusting the Color and Other Image Settings" on page 90 for instructions.

A Line of Dots Always Appears in Your Scanned Images

- ❑ The document table may be dusty or scratched. Clean the document table as described in "Cleaning the Scanner" on page 136.

Note:

Do not press down on the document table with any force.

- ❑ You may need to clean the underside of the ADF as described in "Cleaning the Scanner" on page 136.
- ❑ If you still have the problem, contact your dealer.

Straight Lines in Your Image Come Out Crooked

Make sure the document lies perfectly straight on the document table. Align the vertical and horizontal lines with the scales at the top and side of the document table.

Your Image is Distorted or Blurred



- ❑ Make sure the document lies flat on the document table. Also make sure your document is not wrinkled or warped.



Caution:

Do not place heavy objects on the document table.

- ❑ Make sure you do not move the document or scanner while scanning.
- ❑ Make sure the scanner is placed on a flat, stable surface.
- ❑ Select Unsharp Mask Filter in EPSON Scan's Office or Professional Mode window.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Adjust the Auto Exposure setting in EPSON Scan's Office or Professional Mode window.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Try selecting the following settings in the Configuration window: Color Control, Continuous auto exposure , and Recommended Value on the Color tab. See EPSON Scan Help for details.

- ❑ Increase the Resolution setting.

If you are scanning with the ADF, see "Selecting the Scan Resolution" on page 51 for instructions.

If you are scanning from the document table, see "Selecting the Scan Resolution" on page 83 for instructions.

Colors Are Patchy or Distorted at the Edges of Your Image



If your document is very thick or warped at the edges, cover the edges with paper to block external light as you scan.

Your Scanned Image is Too Dark



- ☐ Change the Display Gamma setting to match your output device, such as a monitor or printer, in the EPSON Scan Configuration window. See EPSON Scan Help for details.

- ❑ Adjust the Auto Exposure setting in EPSON Scan's Office or Professional Mode window.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Try selecting the following settings in the Configuration window: Color Control, Continuous auto exposure , and Recommended Value on the Color tab. See EPSON Scan Help for details.

- ❑ Check the Brightness setting in EPSON Scan.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Adjust the brightness using the Histogram in EPSON Scan's Professional Mode. See EPSON Scan Help for details.
- ❑ Check the brightness and contrast settings of your computer monitor.

An Image on the Back of Your Original Appears in Your Scanned Image

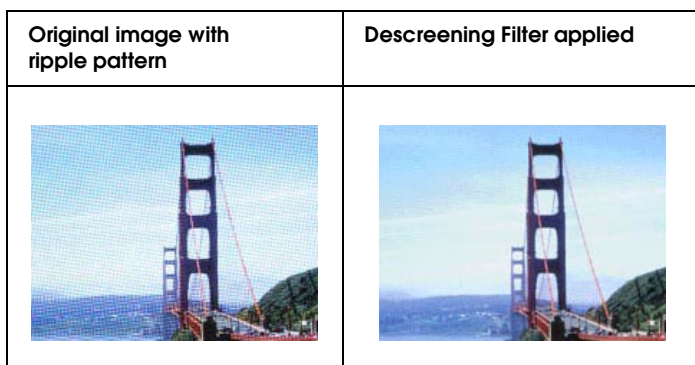
If your original is printed on thin paper, images on the back may be visible to the scanner and appear in your scanned image. Try scanning the original with a piece of black paper placed on the back of it. Also make sure the Document Type and Image Type settings are correct for your original.

If you are scanning with the ADF, see "Selecting Basic Settings" on page 49 for details.

If you are scanning from the document table, see "Selecting Basic Settings" on page 79 for details.

Ripple Patterns Appear in Your Scanned Image

A ripple pattern (called moiré) may appear in a scanned image of a printed document. It is caused by interference from the differing pitches in the scanner's screen and the halftone screen in your original.



- ❑ Select the Descreening Filter check box in EPSON Scan.

In Office or Professional Mode, also deselect the Unsharp Mask Filter setting.

In Professional Mode, set the Screen Ruling of the Descreening Filter setting to an appropriate setting for your document.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Select a lower Resolution setting.

If you are scanning with the ADF, see "Selecting the Scan Resolution" on page 51 for instructions.

If you are scanning from the document table, see "Selecting the Scan Resolution" on page 83 for instructions.

Note:

You cannot remove moiré patterns when you are scanning monochrome images or scanning using a resolution higher than 601 dpi.

Characters Are Not Recognized Well When Converted into Editable Text (OCR)

- ❑ Make sure the document lies perfectly straight on the document table. Align the vertical and horizontal lines with the scales at the top and side of the document table.
- ❑ In Office or Home Mode, select Black&White as the Image Type setting. Then try adjusting the Threshold setting.

In Professional Mode, select None for the B&W Option setting. Then try adjusting the Threshold setting.

See "Converting Scanned Documents into Editable Text" on page 109 for instructions.

- ❑ Check your OCR software manual to see if there are any settings you can adjust in your OCR software.

Scanned Colors Differ from the Original Colors

- ❑ Change the Image Type setting in EPSON Scan. Select different combinations of this setting and the others mentioned below.

If you are scanning with the ADF, see "Selecting Basic Settings" on page 49 for instructions.

If you are scanning from the document table, see "Selecting Basic Settings" on page 79 for instructions.

- ❑ Change the Display Gamma setting to match your output device, such as a monitor or printer, in the EPSON Scan Configuration window. See EPSON Scan Help for details.

- ❑ Adjust the Auto Exposure setting in EPSON Scan's Office or Professional Mode. Also try selecting a different Tone Correction setting.

If you are scanning with the ADF, see "Adjusting the Color and Other Image Settings" on page 58 for instructions.

If you are scanning from the document table, see "Adjusting the Color and Other Image Settings" on page 90 for instructions.

- ❑ Try selecting the following settings in the Configuration window: Color Control, Continuous auto exposure, and Recommended Value on the Color tab. Also try turning off the Fast Preview setting. See EPSON Scan Help for details.
- ❑ Check the color matching and color management capabilities of your computer, display adapter, and software. Some computers can change the palette of colors on your screen. See your software and hardware manuals for details.
- ❑ Use the color management system for your computer: ICM for Windows or ColorSync® for Mac OS X. With Windows, add a color profile that matches your monitor to improve on-screen color matching. (Exact color matching is very difficult. Check your software and monitor documentation for information on color matching and calibration.)
- ❑ Printed colors can never exactly match the colors on your monitor because printers and monitors use different color systems: monitors use RGB (red, green, and blue) and printers typically use CMYK (cyan, magenta, yellow, and black).

Automatic Document Feeder Problems

You Cannot Scan Using the Automatic Document Feeder

- ❑ Make sure you have selected either Office or Professional Mode in EPSON Scan. See "Changing the Scan Mode" on page 48 for instructions.
- ❑ Make sure ADF - Single-sided, ADF - Double-sided, or Auto Detect is selected as Document Source in EPSON Scan. See "Selecting EPSON Scan Office Mode Settings" on page 42 for instructions.
- ❑ If the ADF is open, close it and try scanning again.
- ❑ If you are scanning from Adobe Acrobat 7, you may not be able to use the ADF to scan multiple pages. Use the document table to scan your pages individually, or scan multiple pages using EPSON Scan as described on page 99.

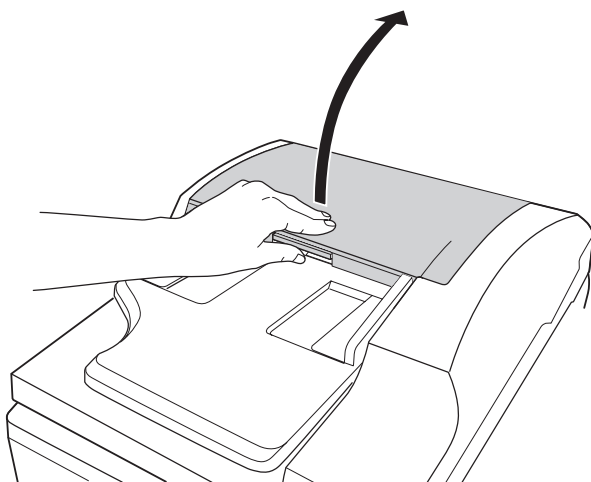
Paper Jams in the Automatic Document Feeder

If paper jams inside the ADF, open the ADF and remove any paper from the document table. Then look to see if paper is extending from either end of the feeder.

If paper is still jammed, follow these steps:

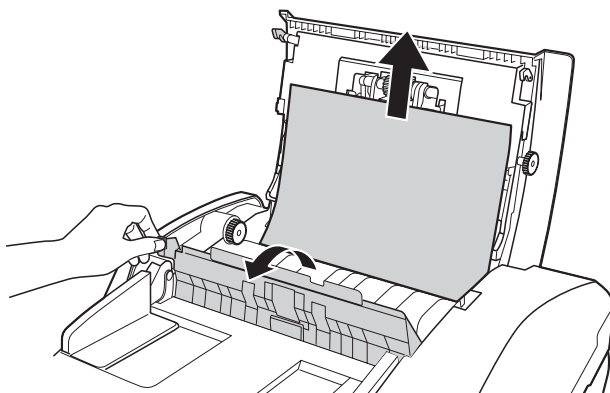
1. Turn off the scanner using its power button.
2. If the ADF is open, close it.

3. Open the top cover of the ADF.

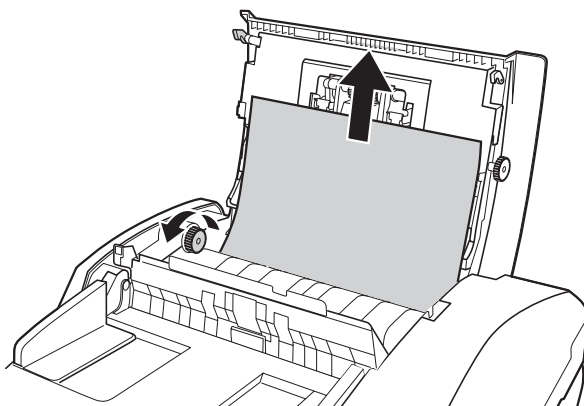


4. Flip open the paper guide and remove the jammed paper.

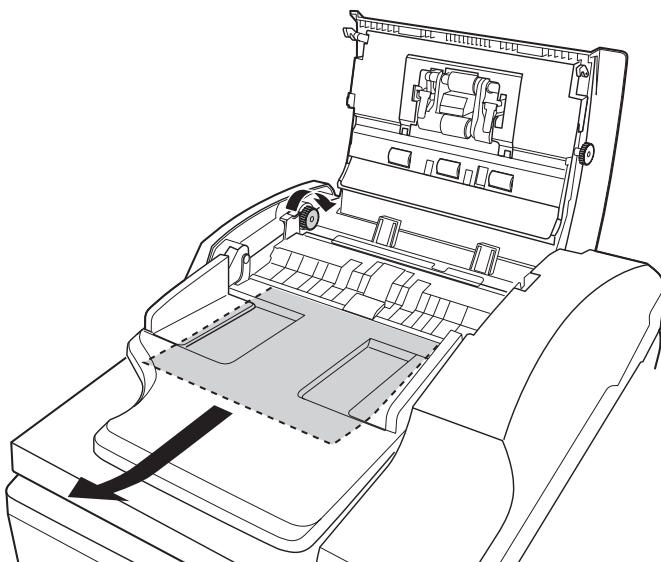
Do not pull the paper too hard or it may tear, making it more difficult to remove. If you cannot remove the paper easily, go to step 5.



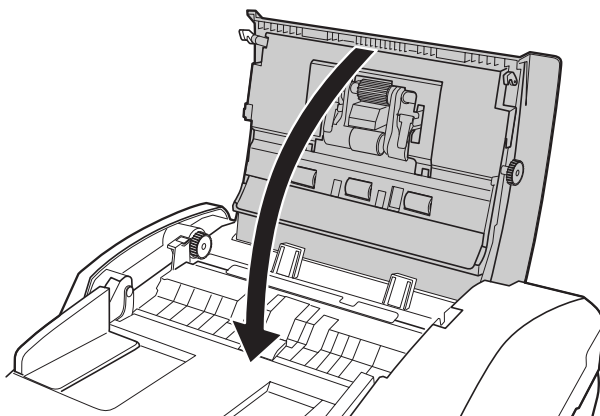
5. If more of the paper extends up out of the feeder, rotate the ejecting roller as shown below to release the paper, then gently remove it.



If more of the paper extends into the output tray, gently pull the paper out in the direction shown. If necessary, rotate the ejecting roller as shown below to release the paper.



6. After you have removed the paper, close the top cover of the ADF.



Optional Network Image Express Card Problems

You Cannot Scan Using the Optional Network Image Express Card

Make sure you have set the IP address for your optional Network Image Express Card. See the documentation that came with your card.

Uninstalling Your Scanning Software

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

Uninstalling EPSON Scan

Follow the instructions in the section for your operating system to uninstall EPSON Scan.

Windows

Note:

- ☐ *The illustrations in this section show Windows XP screens. They may be different from the screens for your operating system.*
- ☐ *To uninstall programs in Windows XP or 2000, you need to log on as a user with a Computer Administrator account (Windows XP) or as a user who belongs to the Administrators group (Windows 2000).*

1. Turn off the scanner using its power button.
2. Disconnect the scanner's USB cable from your computer.
3. Open the Windows Control Panel and double-click the Add or Remove Programs icon (Windows XP) or the Add/Remove Programs icon (Windows Me, 98SE, or 2000).
4. Click EPSON Scan in the list of currently installed programs and click Change/Remove (Windows XP or 2000) or Add/Remove (Windows Me or 98SE).



5. When the confirmation window appears, click Yes.
6. Follow the on-screen instructions to uninstall EPSON Scan.

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

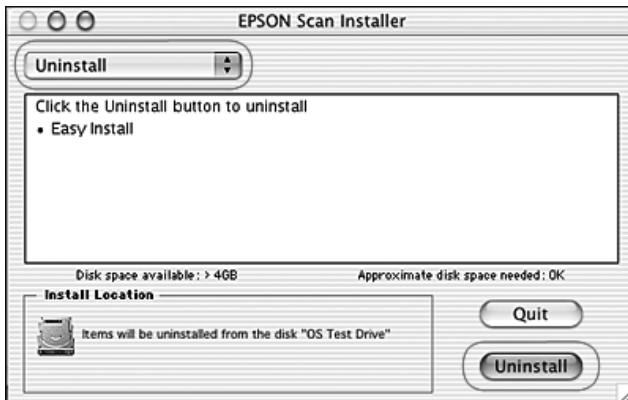
Mac OS X

1. Insert the scanner software CD-ROM in your CD-ROM or DVD drive.
2. Double-click the EPSON CD-ROM icon on your desktop.
3. Open the EPSON Scan folder.
4. Double-click the EPSON Scan Installer icon.

Note:

If the Authorization window opens, click the key icon, enter the administrator's name and password, click OK, and click Continue.

5. When you see the license agreement, click Accept. The Installer window appears.
6. Select Uninstall from the pull-down menu at the top and click the Uninstall button.



Uninstalling the On-Screen User's Guide

If you need to uninstall this on-screen *User's Guide*, follow the steps here for your operating system.

Windows

Note:

To uninstall programs in Windows XP or 2000, you need to log on as a user with a Computer Administrator account (Windows XP) or as a user who belongs to the Administrators group (Windows 2000).

1. Turn off the scanner using its power button.
2. Disconnect the scanner's USB cable from your computer.
3. Open the Windows Control Panel and double-click the Add or Remove Programs icon (Windows XP) or the Add/Remove Programs icon (Windows Me, 98SE, or 2000).
4. Click GT2500 User's Guide in the list of currently installed programs and click Change/Remove (Windows XP or 2000) or Add/Remove (Windows Me or 98SE).
5. When the confirmation window appears, click Yes.
6. Follow the on-screen instructions to uninstall the *User's Guide*.

Mac OS X

Drag the following folder and icon into the Trash:

- ☐ The User's Guide folder inside the GT2500 folder.
- ☐ The GT2500 User's Guide icon on the desktop.

Where To Get Help

Technical Support Web Site

Go to <http://www.epson.com> and select the Support section of your local EPSON web site for the latest drivers, FAQs, manuals and other downloadables.

Epson's Technical Support Web Site provides help with problems that cannot be solved using the troubleshooting information in your product documentation. If you have a Web browser and can connect to the Internet, access the site at:

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

Contacting Customer 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 customer support services for assistance. Check your Pan-European Warranty Document for information on how to contact EPSON Customer support.

They 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

Technical Specifications

System Requirements

Make sure your system meets the requirements in these sections before using it with your scanner.

Windows System Requirements

Check your Windows system to see which type of interface you are using. Then see the appropriate section for your system below.

USB 2.0 Ports

System	Microsoft® Windows XP Home Edition or Professional, or 2000 Professional (Operating systems upgraded from Windows Me, 98SE, or 95 are not supported by the software.) USB 2.0 Host Driver by Microsoft must be used.
Interface	USB port (Type A) built into the main board
Display	SVGA or higher resolution monitor 800 × 600, 16-bit (High Color) screen resolution or higher (Color and tone reproduction are subject to the display capability of your computer system, including the video card, display monitor, and software. See your system documentation for details.)

Note:

USB 2.0 is backward-compatible with USB 1.1.

USB 1.1 Ports

System	Microsoft Windows XP Home Edition or Professional, Me, 98SE, or 2000 Professional (Operating systems upgraded from Windows 95 are not supported by the software.) The USB interface must be used in full speed mode.
Interface	USB port (Type A) built into the main board
Display	SVGA or higher resolution monitor 800 × 600, 16-bit (High Color) screen resolution or higher (Color and tone reproduction are subject to the display capability of your computer system, including the video card, display monitor, and software. See your system documentation for details.)

Macintosh System Requirements

Check your Macintosh system to see which type of interface you are using. Then see the appropriate section for your system below.

USB 2.0 Ports

System	PowerPC-based Macintosh computers running Mac OS X 10.2.7 or later Fast User Switching on Mac OS X 10.3 is not supported. Intel-based Macintosh computers with Rosetta EPSON Scan is not a Universal application; it runs via Rosetta.
Interface	Macintosh USB
Display	Color monitor with 800 × 600 screen resolution or higher, and 32,000 or more colors (Color and tone reproduction are subject to the display capability of your computer system, including the video card, display monitor, and software. See your system documentation for details.)

Note:

- ❑ *USB 2.0 is backward-compatible with USB 1.1.*
- ❑ *EPSON Scan does not support the UNIX File System (UFS) for Mac OS X. You must install EPSON Scan on a disk or in a partition that does not use UFS.*

USB 1.1 Ports

System	Mac OS X 10.2 or later Fast User Switching on Mac OS X 10.3 is not supported.
Interface	Macintosh USB
Display	Color monitor with 800 × 600 screen resolution or higher, and 32,000 or more colors (Color and tone reproduction are subject to the display capability of your computer system, including the video card, display monitor, and software. See your system documentation for details.)

Note:

EPSON Scan does not support the UNIX File System (UFS) for Mac OS X. You must install EPSON Scan on a disk or in a partition that does not use UFS.

Scanner Specifications

Note:

Specifications are subject to change without notice.

General

Scanner type	Flatbed color
Photoelectric device	Color CCD line sensor
Effective pixels	10,200 × 14,040 pixels
Document size	216 × 297 mm (8.5 × 11.7 inches) A4 or US letter size
ADF paper input	Face-up loading
ADF paper output	Face-down ejection
ADF paper capacity	50 sheets of 75 g/m ² paper Maximum total thickness under 5 mm (0.2 inches)
Paper types	Bond paper, fine-quality paper, check paper, and recycled paper
Scanning resolution	1200 dpi (main scan) 1200 dpi with Micro Step (sub scan)
Output resolution	50 to 4800 dpi (in 1 dpi increments), 7200 dpi, and 9600 dpi
Scanning speed	300 dpi B/W: 0.4 msec per line 300 dpi Color: 1.2 msec per line
Image data	16 bits per pixel per color internal 16 bits per pixel per color external (maximum)
Interfaces	One USB port One optional network card slot
Light source	White cold cathode fluorescent lamp

Mechanical

Dimensions	Width: 468 mm (18.4 inches) Depth: 395 mm (15.6 inches) Height: 200 mm (7.9 inches)
Weight	Approximately 10 kg (22 lb)

Electrical

Note:

Check the label on the AC adapter or on the back of the scanner for voltage information.

Scanner

Input voltage	DC 24 to 26.4 V
Rated voltage	DC 24 V
Rated current	1.4 A
Power consumption	43 W operating 15 W stand-by mode 5 W sleep mode

AC Adapter

	100-120 V model A371B	220-240 V model A311E
Rated input voltage	AC 100 to 120 V	AC 220 to 240 V
Rated input current	0.8 A	0.4 A
Rated frequency	50 to 60 Hz	
Rated output voltage	DC 24 V	
Rated output current	1.4 A	

Environmental

Temperature	Operating	5 to 35 °C (41 to 95 °F) (when scanning with ADF: 10 to 32 °C (50 to 90 °F))
	Storage	-25 to 60 °C (-13 to 140 °F)
Humidity	Operating	10 to 80%, without condensation (when scanning with ADF: 20 to 80%)
	Storage	10 to 85%, without condensation
Operating conditions		Ordinary office or home conditions. Avoid operating the scanner in direct sunlight, near a strong light source, or in extremely dusty conditions.

Interfaces

USB Interface

Interface type	Universal Serial Bus Specification Revision 2.0
Electrical standard	Full Speed mode (12 Mbits per second) and Hi-Speed mode (480 Mbits per second) of Universal Serial Bus Specification Revision 2.0.
Connector type	One Type B port

Optional Interface

Connector type	50 pin
Output voltage	DC 24.0 to 26.4 V DC 4.75 to 5.25 V
Supported option	Network Image Express Card

Standards and Approvals

Scanner

U.S. model:

EMC	FCC Part 15 Subpart B Class B CAN/CSA-CEI/IEC CISPR 22 Class B
-----	---

European model:

EMC Directive 89/336/EEC	EN 55022 Class B EN 55024
--------------------------	------------------------------

Australian model:

EMC	AS/NZS CISPR22 Class B
-----	------------------------

AC Adapter

U.S. model:

Safety	UL 60950-1 CAN/CSA-C22.2 No. 60950-1
EMC	FCC Part 15 Subpart B Class B CAN/CSA-CEI/IEC CISPR22 Class B

European model:

Low Voltage Directive 73/23/EEC EMC Directive 89/336/EEC	EN 60950-1
EMC	EN55022 Class B EN61000-3-2 EN61000-3-3 EN55024

Australian model:

Safety	AS/NZS 60950.1
EMC	AS/NZS CISPR22 Class B

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