EPSON®

FX-880

Quick Reference

Read your *User's Guide* first for complete instructions, and then use this guide any time you need information about the topics below.

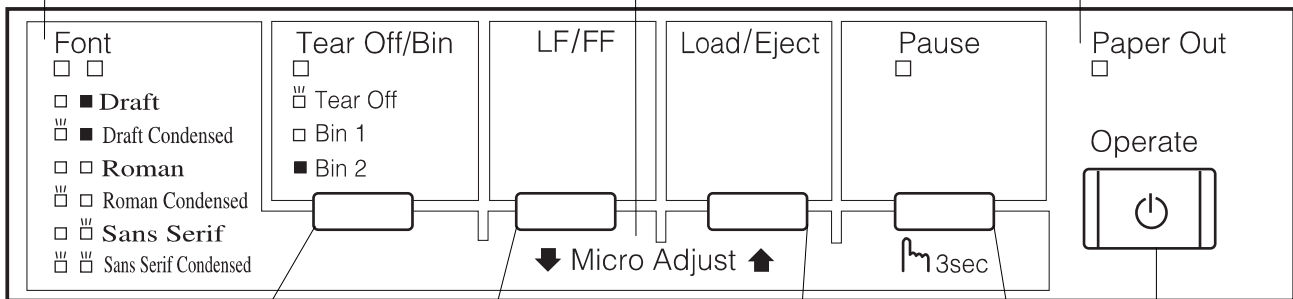# Control Panel Buttons and Lights

Font lights

Indicate which font is selected. To select a font, see your *User's Guide*.

Micro Adjust

Using the micro adjust feature, you can press the ⬇ and ⬆ buttons to adjust the top-of-form and tear-off positions. See your *User's Guide*.

Paper Out light

◄ On when no paper is loaded or paper is not loaded correctly in the selected paper source.

◄ Flashes when paper has not been fully ejected or a paper jam has occurred.

Font	Tear Off/Bin	LF/FF	Load/Eject	Pause	Paper Out
□ □	□			□	□
□ ■ Draft	□ Tear Off				
□ ■ Draft Condensed	□ Bin 1				Operate
□ □ Roman	■ Bin 2				
□ □ Roman Condensed					
□ □ Sans Serif					
□ □ Sans Serif Condensed					

⬇ Micro Adjust ⬆   3sec

Operate button

Turns the printer on and off. The printer is off when the top of this button is even with the button protectors.

Tear Off/Bin button

◄ Feeds continuous paper backward to the tear-off position.

◄ Advances continuous paper from the tear-off position to the top-of-form position.

◄ Selects a cut-sheet feeder bin when the cut-sheet feeder is installed.

Tear Off/Bin light

◄ Flashes when continuous paper is in the tear-off position.

◄ On when bin 1 of the optional cut-sheet feeder is selected.

◄ Off when bin 2 of the optional cut-sheet feeder is selected.

LF/FF button

◄ Feeds paper line by line.

◄ Ejects a single sheet or advances continuous paper to the next top-of-form position when held down.

Load/Eject button

◄ Loads a single sheet of paper.

◄ Ejects a single sheet of paper if a sheet is loaded.

◄ Loads continuous paper from the standby position.

◄ Feeds continuous paper backward to the standby position.

Pause button

◄ Stops printing temporarily, and resumes printing when pressed again.

◄ When held down for three seconds, enters the micro adjust mode. When pressed again, exits the micro adjust mode.

Pause light

On when the printer is paused.

Light Status

□ = on

■ = off

☐ = flashing

Beep pattern

◄◄◄   short series of beeps (three times)

◄◄◄◄◄   long series of beeps (five times)

If a printer error occurs, use the control panel lights to determine the problem and solution.

Pause	Paper Out	Beep pattern
□	□	◄◄◄

No paper is loaded in the selected paper source.

The paper is not loaded correctly.

Load paper in the selected paper source, remove and reload your paper, or select a different paper source with the paper release lever. The Paper Out light goes off. Then press the **Pause** button to turn off the Pause light and the printer starts printing.

Pause	Beep pattern
□	◄◄◄◄◄

The paper release lever is set to the wrong position.

Make sure paper is loaded in the paper path you want to use. Then set the paper release lever to the position for that paper path. If paper from another paper source is loaded in the printer, press the **Load/Eject** button to eject the paper; then move the paper release lever to the desired position.

Pause	Paper Out	Beep pattern
□	☐	◄◄◄

A single sheet of paper is not fully ejected.

Press the **Load/Eject** button to eject the sheet.

Continuous paper does not feed to the standby position.

Tear off the printed page at the perforation; then press the **Load/Eject** button. The paper feeds to the standby position.

Paper is jammed in the printer.

To clear a paper jam, see "Clearing Paper Jams" later in this guide.

Pause	Paper Out
☐	☐

The print head is overheated.

Wait a few minutes; the printer resumes printing automatically once the print head cools.

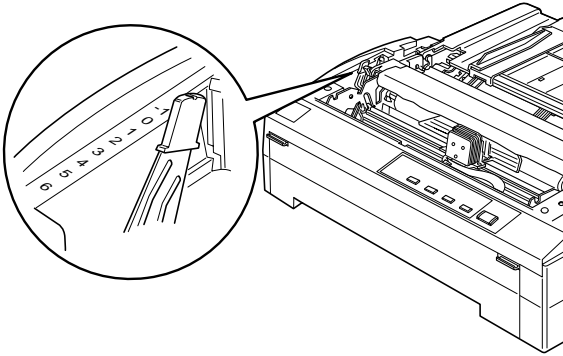| Font	Tear Off/Bin	Pause	Paper Out
☐	☐	☐	☐

An unknown printer error has occurred.

Turn off the printer and leave it off for several minutes; then turn it on again. If the error recurs, contact your dealer.

Note:
The printer beeps once if you press a control panel button when the corresponding function is not available.

## Paper Thickness Lever Positions

The paper thickness lever is located under the printer cover.

You need to set the paper thickness lever for the type of paper you are using, as shown in the table below.
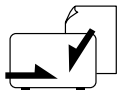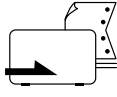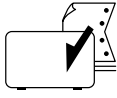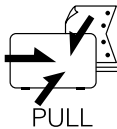
Paper type*	Lever position
Ordinary paper (single sheets or continuous paper)	0
Thin paper	-1
Carbonless multi-part forms with:	
2 parts (original + 1 copy)	1
3 parts (original + 2 copies)	2
4 parts (original + 3 copies)	3
5 parts (original + 4 copies)	4
6 parts (original + 5 copies)	5
Continuous paper with labels	2
Envelopes	2 to 6

*See Appendix B in the *User's Guide* for complete paper specifications.

Paper Release Lever Positions
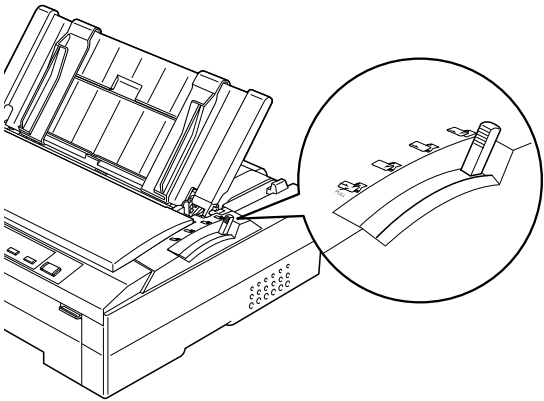
Use the paper release lever to select which paper path you want the printer to load paper from. The table below shows the corresponding paper path(s) for each paper release lever position.

	Single-sheet position For loading single sheets from the top (from the paper guide or an optional cut-sheet feeder) or from the optional sheet or paper guide in the front.
	Front push-tractor position For loading continuous paper from the tractor installed in the front push position.
	Rear push-tractor position For loading continuous paper from the tractor installed in the rear push position.
PULL	**Pull-tractor position** For loading continuous paper from the tractor installed on top of the printer in the pull position. When the tractor is in the pull position, you can load paper in the printer from the front, rear, or bottom slot.

Loading continuous paper

Make sure the left and right sprockets are positioned properly for your paper's width. If they are too far apart or there is any slack in the paper, you need to move the sprockets. For details, see Chapter 3 of your *User's Guide*.

1. If you are using the front push tractor, remove the front cover.

   If you are using the rear push tractor, remove the paper guide.

2. Open both sprocket covers.

3. Fit the first four holes of the paper over the sprocket pins (as shown to the right).

4. Close the sprocket covers.

5. If you are using the front push tractor, reattach the front cover.
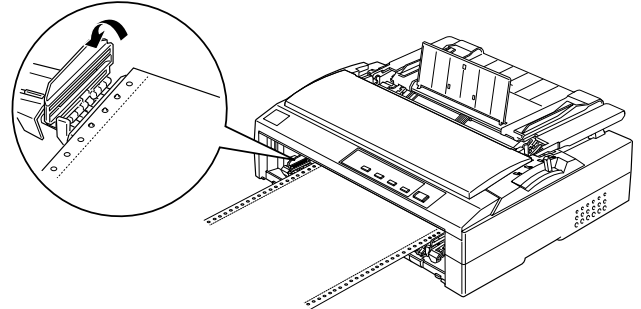
   If you are using the rear push tractor, reattach the paper guide.

6. Make sure the paper release lever is in the correct position.

7. Make sure that the paper guide is lying flat on the printer and the continuous paper support is in the upright position.
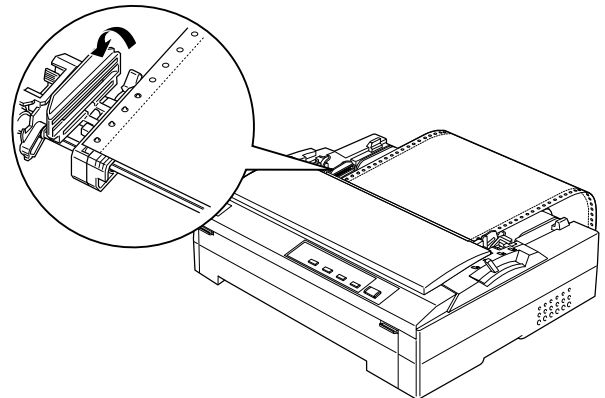
Front push tractor
Load paper printable side up.

**Rear push tractor**
Load paper printable side down.

Removing continuous paper

1. When you finish printing, press the Tear off/Bin button to feed the paper's perforation to the tear-off edge.

2. Tear off the printed document.

3. Press the Load/Eject button to feed the continuous paper backward out of the printer and into the standby position.

![Caution icon] **Caution:**
Make sure you tear off your printed document before pressing the Load/Eject *button. Reverse feeding several pages at a time may cause a paper jam.*
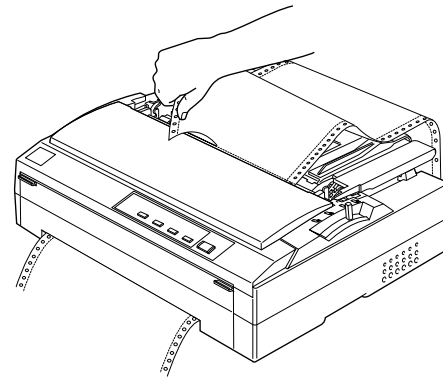
Tear off the printed document at the perforation (pull it towards you for a clean cut) before pressing the Load/Eject *button.*
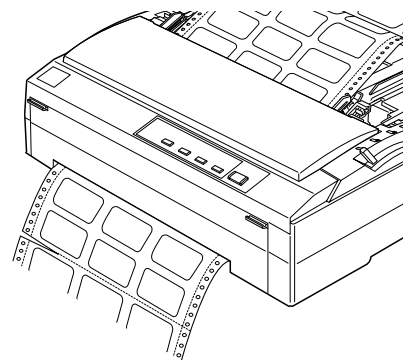
Removing continuous paper with labels

1. Tear off the fresh supply of continuous labels at the perforation nearest the slot where the labels enter the printer.

2. Hold down the LF/FF button to eject the remaining labels from the printer.

![Caution icon] **Caution:**
Never feed labels backward using the Load/Eject *or* Tear off/Bin *button. Labels can easily come off the backing sheet and cause a jam.*

*Tear off the unprinted labels; then hold down the* LF/FF *button to eject the remaining labels.*

Note:
See Chapter 3 of your User's Guide *for more information on loading continuous paper with the front or rear push tractor, or for information on using the pull tractor.*
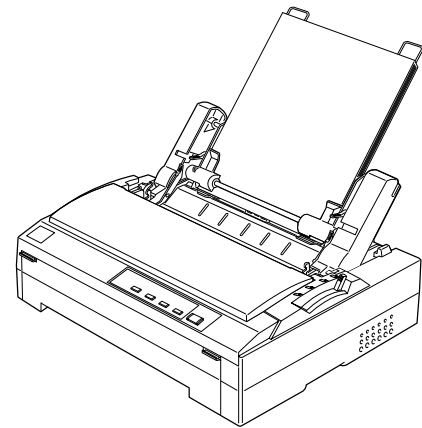
Loading paper in the single-bin cut-sheet feeder

1. Remove the paper guide.

2. Pull both paper set levers all the way forward until the paper guides retract and lock open.

Pull both paper set levers all the way forward.

3. Insert the stack of paper printable side down along the left paper guide.

Insert the stack of paper printable side down.

4. Adjust the right paper guide so that it matches your paper's width.

5. Push back the paper set lever to clamp the paper against the paper guide rollers.

6. Reinstall the paper guide.

7. Make sure the paper release lever is in the single-sheet position and the paper thickness lever is set to 0.
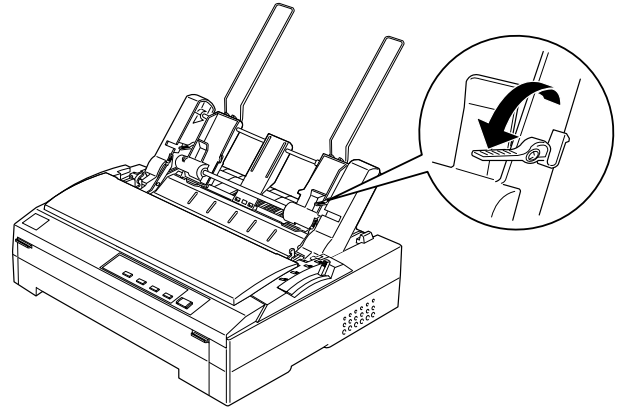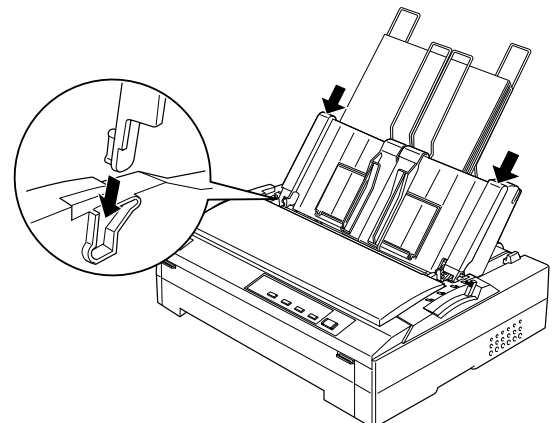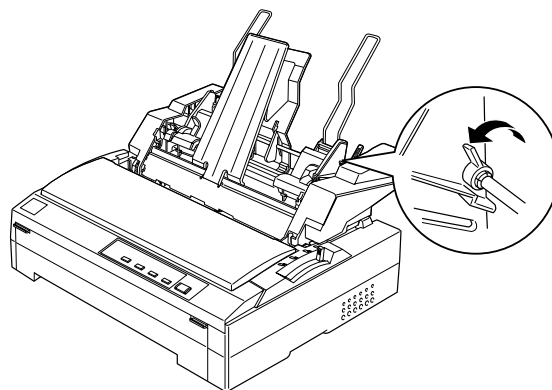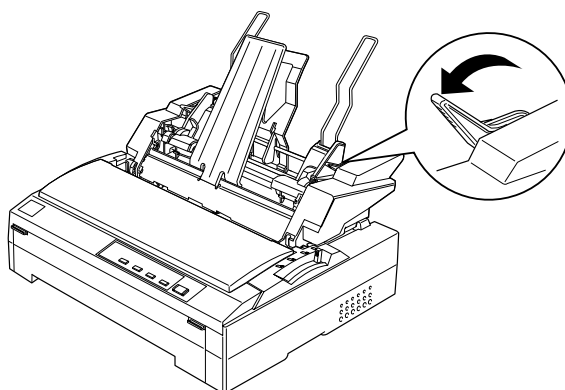
Single-sheet position

Reinstall the paper guide.

Loading paper in the high-capacity cut-sheet feeder

1. Pull the lock levers on the edge guides forward to release them.

Pull the lock levers forward.

2. Pull both paper set levers all the way forward until the paper guides retract and lock open.

Pull both paper set levers all the way forward.

3. Insert the stack of paper printable side down along the left paper guide.

4. Adjust the right edge guide to match the width of your paper. Then push back the lock levers on the edge guides to lock them in place.

5. Push back the paper set levers to clamp the paper against the guide rollers.

6. Make sure the paper release lever is in the single-sheet position. If you are using ordinary paper, also make sure the paper thickness lever is set to 0.
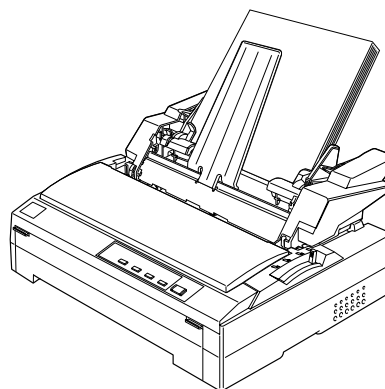
Single-sheet position

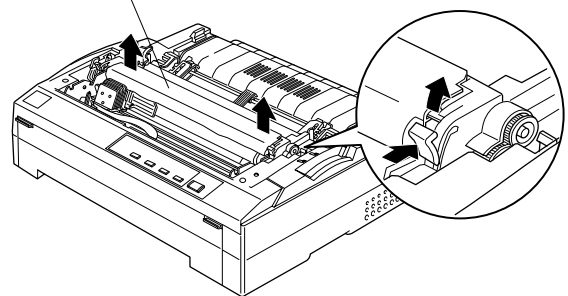*Insert the stack of paper printable side down.*

⚠️ **Warning:**
If you just used the printer, the print head may be hot; let it cool before you replace the ribbon cartridge.

❗ **Caution:**
Make sure the printer is off and unplugged from the electrical outlet. Moving the print head while the printer is on may damage the printer.
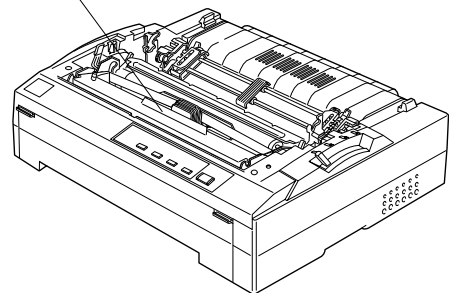
1. Remove the printer cover.

2. Press up the tabs on the paper tension unit, then lift the front of the unit and pull it up and out of the printer.

paper tension unit

Remove the paper tension unit.

3. Make sure that the print head is not hot; then slide the print head to the middle of the printer by hand.

4. Grasp the cartridge using its handle and pull it up and out of the printer.

handle

Remove the ribbon cartridge.

5. Turn the ribbon-tightening knob of the new ribbon cartridge in the direction of the arrow to remove any slack in the ribbon.

Remove any slack in the ribbon.

6. Hold the ribbon cartridge by its handle and push it firmly down into position; then press both ends of the cartridge to fit the plastic hooks into the slots.

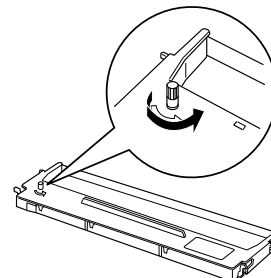7. Use a pointed object, such as a ball point pen, to guide the ribbon between the print head and ribbon guide while you turn the ribbon-tightening knob to help feed the ribbon into place.

8. Slide the print head from side to side to make sure it moves smoothly.

Feed the ribbon into place.

9. Install the paper tension unit by placing it on the printer's mounting pegs and lowering it into place. Press down on both ends of the unit until it clicks into place.

10. Replace the printer cover.
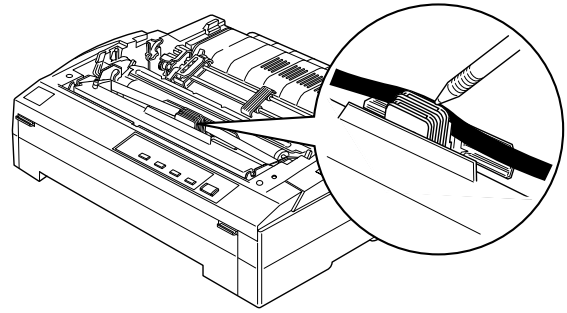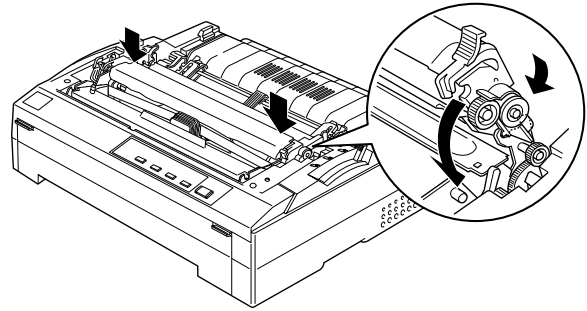
Place the paper tension unit on the printer's mounting pegs and lower it into place.
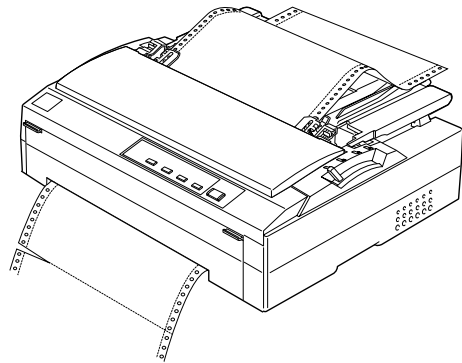
Clearing Paper Jams

1. Press the Operate button to turn off the printer.

2. Open the printer cover.

3. If continuous paper is jammed in the printer, tear off the fresh supply at the perforation nearest the paper entry slot.

4. Turn the knob on the left side of the printer away from you to eject the remaining paper.

Tear off the fresh supply of continuous paper at the perforation nearest the paper entry slot.

> **Caution:**
> *Always turn off the printer befor you use the knob; otherwise the printer may be damaged or the top-of-form or tear-off position may be lost.*

5. Remove any remaining pieces of paper. If any paper is stuck where the printer ejects it, gently pull the paper out of the printer.

6. Close the printer cover and press the Operate button to turn on the printer.
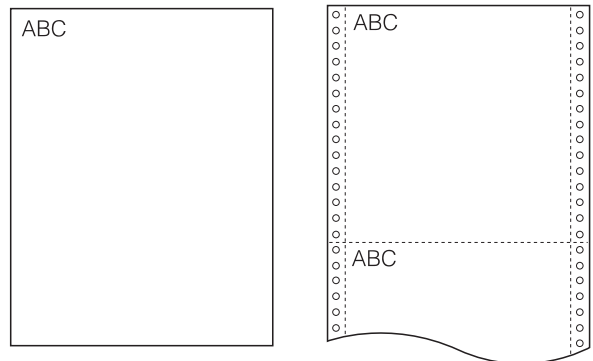
Top-of-form position

The top-of-form position is the position where the printer starts printing on a page of single-sheet or continuous paper.

To advance a page to the top-of-form position if the paper is not loaded, press the Load/Eject button.

To advance continuous paper from the tear-off position (the Tear Off/Bin light is flashing) to the top-of-form position, press the Tear Off/Bin button. The printer feeds your paper to the top-of-form position.

To advance continuous paper to the top-of-form position when you finish printing but the paper is not in the tear-off position (the Tear Off/Bin light is not flashing), hold down the LF/FF button. The printer feeds your paper to the top-of-form position.

*The letters ABC above are printed at the top-of-form position.*

Tear-off position

Your continuous paper is in the tear-off position when the perforation is aligned with the printer's tear off edge, so you can easily tear off your printed document.

Note:
You can line up the perforation with the printer's tear off edge using the micro adjust feature. See your User's Guide.

To advance continuous paper to the tear-off position when you finish printing, press the Tear Off/Bin button. The Tear Off/Bin light flashes.
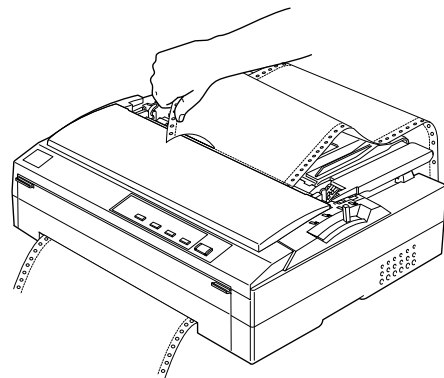
Tear off the paper at the printer's tear off edge (pull it towards you for a clean cut).

> ***Caution:***
> ❑ *Never reverse feed continuous paper with labels using the* Tear Off/Bin *button. Labels can easily come off the backing sheet and cause a paper jam.*
> ❑ *Never reverse feed continuous paper loaded in the pull tractor using the* Tear Off/Bin *button; the paper may come off the pull tractor and jam the printer.*
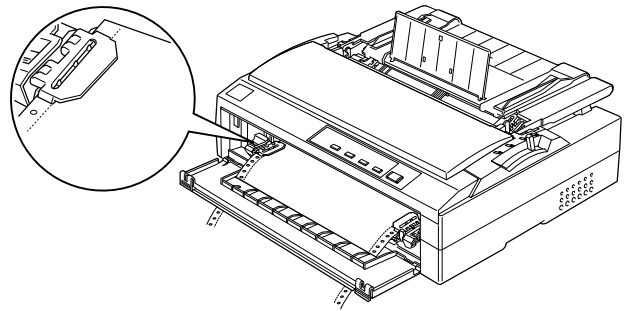
Standby position

Your continuous paper is in the standby position when it is attached to the tractor but not loaded in the printer.

To move continuous paper to the standby position, press the Load/Eject button while the paper is in the paper path.
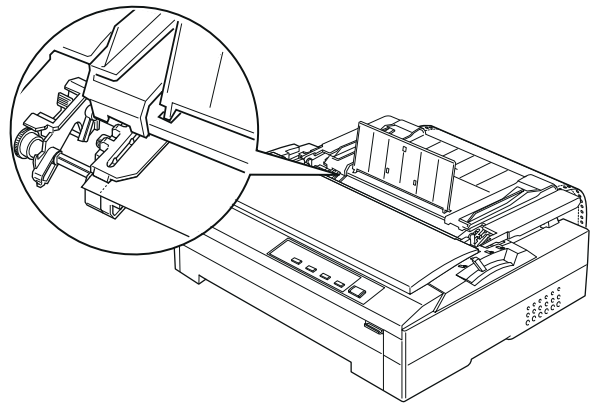
![Caution icon] **Caution:**
Before pressing the Load/Eject *button, tear off the printed document. Reverse feeding several pages at a time may cause a paper jam.*

In the standby position, your paper is attached to the printer but is not inside the printer.

![Caution icon] **Caution:**

❏ *Never reverse feed continuous paper with labels using the* Load/Eject *button. Labels can easily come off the backing sheet and cause a paper jam.*

❏ *Never reverse feed continuous paper loaded in the pull tractor using the* Load/Eject *button; paper may come off the pull tractor and jam the printer.*