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**User manual EPSON WORKFORCE WF-2010W**  
**User guide EPSON WORKFORCE WF-2010W**  
**Operating instructions EPSON WORKFORCE WF-2010W**  
**Instructions for use EPSON WORKFORCE WF-2010W**  
**Instruction manual EPSON WORKFORCE WF-2010W**

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## **User's Guide**

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**Manual abstract:**

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*To view the PDF manual, you need Adobe Acrobat Reader 5.0 or later, or Adobe Reader. □ Network Guide (HTML): Provides network administrators with information on both the printer driver and network settings. Caution, Important and Note Caution, Important, and Note in this manual are indicated as below and have the following meaning. !Caution followed carefully to avoid bodily injury. must be Important c must be observed to avoid damage to your equipment.*



Note contain useful tips and restrictions on product operation. Operating System Versions In this manual, the following abbreviations are used. □ Windows 7 refers to Windows 7 Home Basic, Windows 7 Home Premium, Windows 7 Profesconnectors. Each connector has only one correct orientation.

Inserting a connector in the wrong orientation may damage both devices connected by the cable. □ Place the product on a flat, stable surface that extends beyond the base of the product in all directions. If you place the product by the wall, leave more than 10 cm between the back of the product and the wall. The product will not operate properly if it is tilted at an angle. □ When storing or transporting the product, avoid tilting it, placing it vertically, or turning it upside down; otherwise ink may leak. □ Leave enough space in front of the product for the paper to Guide Getting to Know Your Product Lights Lights P Function On when the product is on. Flashes when the product is receiving data, printing, replacing an ink cartridge, charging ink, or cleaning the print head. Stays on while the product is connected to a network. Flashes while network settings are being adjusted (green: Wi-Fi/orange: Ethernet). & "Error indicators" on page 58 b & "Error indicators" on page 58 12 User's Guide Paper and Media Handling Paper and Media Handling Introduction to Using, Loading, and Storing Media You can achieve good results with most types of plain paper.

However, coated papers provide superior prints because they absorb less ink. Epson provides special papers that are formulated for the ink used in Epson ink jet products, and recommends these papers to ensure high-quality results. When loading special paper distributed by Epson, read the instruction sheets packed with the paper first and keep the following points in mind. Note: □ Load the paper into the rear paper feed printable side up. The printable side is usually whiter or glossier.

See the instruction sheets packed with the paper for more information. Some types of paper have cut corners to help identify the correct loading direction. □ If the paper is curled, flatten it or curl it slightly in the opposite direction before loading. Printing on curled paper may cause ink to smear on your prints. Do not use the paper that is folded, wavy or torn.

Storing paper Return unused paper to the original package as soon as you finish printing. When handling special media, Epson recommends storing your prints in a resealable plastic bag. Keep unused paper and prints away from high temperature, humidity, and direct sunlight. Selecting Paper The table below lists supported papers. Loading capacity and borderless print availability varies by paper as shown. 13 User's Guide Paper and Media Handling Media Type Plain paper\*1 Letter\*2 A4\*2 B5\*2 A5\*2 A6\*2 Legal Size Loading capacity (sheets) up to 11mm up to 11mm up to 11mm up to 11mm up to 11mm 1 1 10 10 10 80 80 1 1 1 1 20 20 20 20 20 1 1 1 20 20 20 - Borderless printing User Defined Envelope #10 DL C6 Epson Bright White Ink Jet Paper Epson Photo Quality Ink Jet Paper Epson Matte Paper - Heavyweight Epson PhotoPaper A4\*2 A4 A4 A4 10 × 15 cm (4 × 6 in.) 13 × 18 cm (5 × 7 in.) Epson Premium Glossy PhotoPaper A4 10 × 15 cm (4 × 6 in.) 13 × 18 cm (5 × 7 in.) 16:9 wide size (102 × 181mm) Epson Premium Semigloss PhotoPaper A4 10 × 15 cm (4 × 6 in.)

) Epson Ultra Glossy Photo Paper A4 10 × 15 cm (4 × 6 in.) 13 × 18 cm (5 × 7 in.) Epson Glossy Photo Paper A4 10 × 15 cm (4 × 6 in.) 13 × 18 cm (5 × 7 in.) \*1 Paper with a weight of 64 g/m<sup>2</sup> (17 lb) to 90 g/m<sup>2</sup> (24 lb). \*2 The loading capacity for manual 2-sided printing is 30 sheets. □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ 14 User's Guide Paper and Media Handling Note: The availability of paper varies by location. Paper type settings from the printer driver The product automatically adjusts itself for the type of paper you select in your print settings. That is why the paper type setting is so important. It tells your product what kind of paper you are using and adjusts the ink coverage accordingly.

The table below lists the settings you should choose for your paper. For this paper Plain paper\* Epson Bright White Ink Jet Paper\* Epson Ultra Glossy Photo Paper\* Epson Premium Glossy Photo Paper\* Epson Premium Semigloss Photo Paper\* Epson Glossy Photo Paper\* Epson Photo Paper\* Epson Matte Paper - Heavyweight\* Epson Photo Quality Ink Jet Paper\* Envelopes Envelope Epson Ultra Glossy Epson Premium Glossy Epson Premium Semigloss Epson Glossy Epson Photo Epson Matte Printer driver paper type plain papers \* These paper types are compatible with Exif Print and PRINT Image Matching. For more information, refer to the documentation that came with the Exif Print or PRINT Image Matching compatible digital camera. Note: The availability of special media varies by location. For the latest information on media available in your area, contact Epson support. & "Technical Support Web Site" on page 80 Loading Paper and Envelopes Follow these steps to load paper: 15 User's Guide Paper and Media Handling A Slide out the paper support and the output tray and then raise the stopper.



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Note: Leave enough space in front of the product for the paper to be fully ejected. B C Slide the edge guide to the left. Load paper with the printable side up, against the right side of the rear paper feed. 16 User's Guide Paper and Media Handling Note: □ Fan and align the edges of the paper before loading. □ □ □ The printable side is often whiter or brighter than the other side. Always load paper into the rear paper feed short edge first, even when you are printing landscape-oriented pictures. You can use the following sizes of paper with binding holes: A4, A5, A6, Legal, Letter. Load only 1 sheet of paper at a time. When loading envelopes, load the short edge first with the flap facing down. □ □ Do not use envelopes that are curled, folded, or glued or that have plastic windows. Flatten the envelope and the flaps before loading. □ □ Flatten the leading edge of the envelope before loading. Avoid using envelopes that are too thin, as they may curl during printing. D Slide the edge guide against the left edge of the paper, but not too tightly.

Note: For plain paper, do not load paper above the H arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media. & "Selecting Paper" on page 13 17 User's Guide Printing Printing Printer Driver and Status Monitor The printer driver lets you choose from a wide variety of settings to get the best printing results. The status monitor and the printer utilities help you check the product and keep it in top operating condition. Note for Windows users: □ Your printer driver automatically finds and installs the latest version of the printer driver from Epson's Web site. Click the Software Update button in your printer driver's Maintenance window, and then follow the on-screen instructions. If the button does not appear in the Maintenance window, point at All Programs or Programs in the Windows Start menu, and check in the EPSON folder. □ If you want to change the language of the driver, select the language you want to use from the Language setting in your printer driver's Maintenance window. Depending on the location, this function may not be available. Accessing the printer driver for Windows You can access the printer driver from most Windows applications, the Windows Start menu, or the taskbar.

To make settings that apply only to the application you are using, access the printer driver from that application. To make settings that apply to all of your Windows applications, access the printer driver from the Start menu or the taskbar. Refer to the following sections to access the printer driver. Note: Screen shots of the printer driver windows in this User's Guide are from Windows 7. From Windows applications A B Click Print or Print Setup on the File menu.

In the window that appears, click Printer, Setup, Options, Preferences, or Properties. (Depending on your application, you may need to click one or a combination of these buttons.) From the Start menu □ Windows 7: Click the start button, select Devices and Printers. Then right-click the product and select Printing preferences. □ Windows Vista: Click the start button, select Control Panel, and then select Printer from the Hardware and Sound category. Then select the product and then click Select printing preferences. 18 User's Guide Printing □ Windows XP: Click Start, Control Panel, (Printers and Other Hardware,) then Printers and Faxes. Select the product, then click Printing Preferences on the File menu. From the shortcut icon on the taskbar Right-click the product icon on the taskbar, then select Printer Settings. To add a shortcut icon to the Windows taskbar, first access the printer driver from the Start menu as described above. Next, click the Maintenance tab, and then the Monitoring Preferences button. In the Monitoring Preferences window, select the Shortcut Icon check box. Getting information through online help In the printer driver window, try one of the following procedures. □ Right-click the item, then click Help. □ Click the button at the top right of the window, then click the item (for Windows XP only).

Accessing the printer driver for Mac OS X The table below describes how to access the printer driver dialog. Dialog Box Page Setup How to Access It Click Page Setup on the File menu of your application. Note: Depending on your application, the Page Setup menu may not appear in the File menu. Print Epson Printer Utility 4 Click Print on the File menu of your application. For Mac OS X 10.7, click System Preferences on the Apple menu and then click Print & Scan. Select your product from the Printers list box, click Options & Supplies, Utility, and then click Open Printer Utility. For Mac OS X 10.6, click System Preferences on the Apple menu and then click Print & Fax. Select your product from the Printers list box, click Options & Supplies, Utility, and then click Open Printer Utility.

For Mac OS X 10.5, click System Preferences on the Apple menu and then click Print & Fax. Select your product from the Printers list box, click Open Print Queue and then click Utility button. Getting information through online help Click the Help button in the Print dialog box. 19 User's Guide Printing Basic Operations Basic printing Note: □ The screen shots in this section may vary depending on the model.

□ □ □ Before you print, load paper properly. & "Loading Paper and Envelopes" on page 15 Refer to the section below for the printable area. & "Printable area" on page 76 After completing the settings, print one test copy and examine the results before printing an entire job. Basic product settings for Windows A B Open the file you want to print. Access the printer settings.

& "Accessing the printer driver for Windows" on page 18 C D Click the Main tab. Select the appropriate Document Size setting. You can also define a custom paper size. For details, see the online help. 20 User's Guide Printing E F G Check Borderless to print borderless photos. & "Selecting Paper" on page 13 If you want to control the amount of the image that extends beyond the edges of the paper, click the Settings button, select Auto Expand as the Method of Enlargement, and then adjust the Amount of Enlargement slider. Select Portrait (tall) or Landscape (wide) to change the orientation of your print. Note: Select Landscape when printing on envelopes. Select the appropriate Paper Type setting. & "Paper type settings from the printer driver" on page 15 Note: Print quality is automatically adjusted for the selected Paper Type.

H I Click OK to close the printer settings window. Note: To make changes to advanced settings, refer to the relevant section. Print your file. Basic product settings for Mac OS X Note: Screen shots of the printer driver windows in this section are from Mac OS X 10.



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7. A Open the file you want to print. 21 User's Guide Printing B Access the Print dialog box. & "Accessing the printer driver for Mac OS X" on page 19 Note: If the simplified status monitor is displayed, click the Show Details button (for Mac OS X 10.7) or the d button (for Mac OS X 10.6 or 10.5) to extend this dialog box. C Select the product you are using as the Printer setting. Note: Depending on your application, you may not be able to select some of the items in this dialog box. If so, click Page Setup on the File menu of your application, and then make suitable settings. D Select the appropriate Paper Size setting.

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& "Paper type settings from the printer driver" on page 15 Select the appropriate Expansion setting during borderless printing to control the amount of the image that extends beyond the edges of the paper. Click Print to start printing. Canceling printing If you need to cancel printing, follow the instructions in the appropriate section below. Using the product button Press the + button to cancel a print job in progress. For Windows Note: You cannot cancel a print job that has been completely sent to the product. In this case, cancel the print job by using the product. 23 User's Guide Printing A B C Access the EPSON Status Monitor 3. & "For Windows" on page 60 Click the Print Queue button. The Windows Spooler appears. Right-click on the job you want to cancel and then select Cancel.

For Mac OS X Follow the steps below to cancel a print job. A B C Click your product icon in the Dock. In the Document Name list, select the document which is printing. Click the Delete button to cancel the print job. Other Options Printing photos the easy way 24 User's Guide Printing Epson Easy Photo Print lets you lay out and print digital images on various types of paper. The step-by-step instructions in the window let you preview the printed images and get the effects you want without having to make any difficult settings. Using the Quick Print function, you can perform one-click printing with the settings you make. Starting Epson Easy Photo Print For Windows □ Double-click the Epson Easy Photo Print icon on the desktop. □ For Windows 7 and Vista: Click the start button, point to All Programs, click Epson Software, and then click Easy Photo Print. For Windows XP: Click Start, point to All Programs, point to Epson Software, then click Easy Photo Print.

For Mac OS X Double-click the Applications folder on your Mac OS X hard drive, then double-click in turn on the Epson Software and Easy Photo Print folders and finally double-click the Easy Photo Print icon. Product presets (For Windows Only) Printer driver presets make printing a snap. You can also create presets of your own. Product settings for Windows A B Access the printer settings. & "Accessing the printer driver for Windows" on page 18 Select a Printing Presets in the Main tab.

Product settings are automatically set to the values displayed in the pop-up window. 2-sided printing (for Windows only) Use the printer driver to print on both sides of the paper. Two types of 2-sided printing are available: standard and folded booklet. 25 User's Guide Printing 2-sided printing is only available for the following papers and sizes. Paper Plain paper Epson Bright White Ink Jet Paper Size Legal, Letter, A4, B5, A5, A6 A4 Note: □ This feature is not available for Mac OS X.

□ □ □ □ □ □ This feature may not be available at some settings. This feature may not be available when the product is accessed over a network or is used as a shared printer. The loading capacity differs during 2-sided printing. & "Selecting Paper" on page 13 Only use papers that are suitable for 2-sided printing. Otherwise, the printout quality may deteriorate. Depending on the paper and the amount of ink used to print text and images, ink may bleed through to the other side of the paper. The surface of the paper may be smeared during 2-sided printing. This feature is available only when EPSON Status Monitor 3 is enabled. @@In the Extended Settings window, check the Enable EPSON Status Monitor 3 check box. Product settings for Windows A B C D Access the printer settings.

& "Accessing the printer driver for Windows" on page 18 Select 2-Sided Printing check box. Click Settings, and make the appropriate settings. Note: If you want to print a folded booklet, select Booklet. Check the other settings and print. Note: □ The actual binding margin may be different from the specified settings depending on your application. Experiment with a few sheets to examine actual results before printing the entire job. □ Make sure that the ink is completely dry before reloading the paper. 26 User's Guide Printing Fit to page printing Lets you automatically enlarge or reduce the size of your document to fit the paper size selected in the printer driver. Note: This feature may not be available at some settings. Product settings for Windows A B C A B C Access the printer settings.

& "Accessing the printer driver for Windows" on page 18 Select Reduce/Enlarge Document and Fit to Page in the More Options tab, and then select the size of the paper you are using from Output Paper. Check the other settings and print. Product settings for Mac OS X Access the Print dialog box. & "Accessing the printer driver for Mac OS X" on page 19 Choose Scale to fit paper size for Destination Paper Size in the Paper Handling pane and select the desired paper size from the pop-up menu. Check the other settings and print.

27 User's Guide Printing Pages per sheet printing Lets you use the printer driver to print two or four pages on a single sheet of paper. Note: This feature may not be available at some settings. Product settings for Windows A B C D A B C Access the printer settings. & "Accessing the printer driver for Windows" on page 18 Select 2-Up or 4-Up as Multi-Page in the Main tab. Click Page Order, and make the appropriate settings.

Check the other settings and print. Product settings for Mac OS X Access the Print dialog box. & "Accessing the printer driver for Mac OS X" on page 19 Select the desired number of Pages per Sheet and the Layout Direction (page order) in the Layout pane. Check the other settings and print. 28 User's Guide Printing Sharing the Product for Printing Setup for Windows These instructions tell you how to set up your product so other users on the network can share it. First you will set up the product as a shared printer on the computer directly connected to it.



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Then you will add the product to each network computer that will access it. Note:  These instructions are for small networks only. To share the product on a large network, consult your network administrator.  The screen shots in the following section are from Windows 7.

Setting up the product as a shared printer Note:  To set up the product as a shared printer in Windows 7 or Vista, you will need an account with administrator privileges and the password if you log on as a standard user.  To set up the product as a shared printer in Windows XP, you must log on to a Computer Administrator account. Follow the steps below on the computer that is connected directly to the product: A Windows 7: Click the start button, select Devices and Printers. Windows Vista: Click the start button, select Control Panel, and then select Printer from the Hardware and Sound category. Windows XP: Click Start and select Control Panel, and then select Printers and Faxes, from the Printers and Other Hardware category. B Windows 7: Right-click the icon for your product, click Printer properties, and then click Sharing. Then click the Change Sharing Options button. Windows Vista: Right-click the icon for your product, and then click Sharing. Click the Change sharing options button and then click Continue. Windows XP: Right-click the icon for your product, then click Sharing.

C Select Share this printer, then type a Share name. Note: Do not use spaces or hyphens in the share name. 29 User's Guide Printing If you want to automatically download printer drivers for computers that are running different versions of Windows, click Additional Drivers and select the environment and the operating systems of the other computers. Click OK, then insert the product software disk. D Click OK or Close (if you installed additional drivers).

Adding the product to the other network computers Follow these steps to add the product to each network computer that will access it. Note: Your product must be set up as a shared printer on the computer to which it is connected before you can access it from another computer. & "Setting up the product as a shared printer" on page 29. A Windows 7: Click the start button, select Devices and Printers. Windows Vista: Click the start button, select Control Panel, and then select Printer from the Hardware and Sound category.

Windows XP: Click Start and select Control Panel, and then select Printers and Faxes, from the Printers and Other Hardware category. 30 User's Guide Printing B C Windows 7 and Vista: Click the Add a printer button. Windows XP: Click the Add a printer button. The Add Printer Wizard appears. Click the Next button. Windows 7 and Vista: Click Add a network, wireless or Bluetooth printer, and then click Next. Windows XP: Select A network printer, or a printer attached to another computer, then click Next. D Follow the on-screen instructions to select the product you want to use. Note: Depending on the operating system and the configuration of the computer to which the product is connected, the Add Printer Wizard may prompt you to install the printer driver from the product software disk. Click the Have Disk button and follow the on-screen instructions.

Setup for Mac OS X To set up your product on a Mac OS X network, use the Printer Sharing setting. See your Macintosh documentation for details. 31 User's Guide Replacing Ink Cartridges Replacing Ink Cartridges Ink Cartridge Safety Instructions, Precautions, and Specifications Safety instructions Observe the following when handling the ink cartridges:  Keep ink cartridges out of the reach of children.  Be careful when you handle used ink cartridges, as there may be some ink around the ink supply port. If ink gets on your skin, wash the area thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems continue after a thorough flushing, see a doctor immediately. If ink gets into your mouth, spit it out immediately and see a doctor right away.  Do not remove or tear the label on the cartridge; this can cause leakage.  Do not disassemble or remodel the ink cartridge, otherwise you may not be able to print normally.

32 User's Guide Replacing Ink Cartridges @@Doing so may prevent normal operation and printing.  Do not leave the product with the ink cartridges removed or do not turn off the product during cartridge replacement. Otherwise, ink remaining in the print head nozzles will dry out and you may not be able to print. Precautions on ink cartridge replacement Read all of the instructions in this section before replacing the ink cartridges.  Epson recommends the use of genuine Epson ink cartridges.

Epson cannot guarantee the quality or reliability of non-genuine ink. The use of non-genuine ink may cause damage that is not covered by Epson's warranties, and under certain circumstances, may cause erratic product behavior. Information about non-genuine ink levels may not be displayed.  Gently shake all ink cartridges four or five times before opening the package.  Do not shake ink cartridges too vigorously; otherwise ink may leak from the cartridge.

This product uses ink cartridges equipped with an IC chip that monitors information such as the amount of remaining ink for each cartridge. This means that even if the cartridge is removed from the product before it is expended, you can still use the cartridge after reinserting it back into the product. However, when reinserting a cartridge, some ink may be consumed to guarantee product performance.  You cannot use the cartridge that came with your product for the replacement.  To maintain optimum print head performance, some ink is consumed from all cartridges not only during printing but also during maintenance operations such as ink cartridge replacement and print head cleaning.  If you need to remove an ink cartridge temporarily, be sure to protect the ink supply area from dirt and dust. Store the ink cartridge in the same environment as the product. When storing the cartridge, be sure that its label identifying the color of the ink cartridge is facing upward. Do not store ink cartridges upside down.  The ink supply port is equipped with a valve designed to contain the release of excess ink; there is no need to supply your own covers or plugs.

However, careful handling is recommended. Do not touch the supply port of the ink cartridge or its surrounding area.  For maximum ink efficiency, only remove an ink cartridge when you are ready to replace it. Ink cartridges with low ink status may not be used when reinserted.  Do not open the ink cartridge package until you are ready to install it in the product. The cartridge is vacuum packed to maintain its reliability. If you leave a cartridge unpacked for a long time before using it, normal printing may not be possible. 33 User's Guide Replacing Ink Cartridges  Install all ink cartridges; otherwise, you cannot print.



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□ When color ink is expended and black ink still remains, you can continue printing temporarily with black ink only. For more information refer to “Temporarily Printing with Black Ink When Color Ink Cartridges are Expended” on page 36.

□ If an ink cartridge is running low, prepare a new ink cartridge. □ Be careful not to break the hooks on the side of the ink cartridge when you remove it from the package. □ You must remove the yellow tape from the cartridge before installing it; otherwise, print quality may decline or you may not be able to print. □ After bringing an ink cartridge inside from a cold storage site, allow it to warm up at room temperature for at least three hours before using it. □ Store ink cartridges in a cool, dark place.

□ Store ink cartridges with their labels facing upward. Do not store cartridges upside down. Ink Cartridge Specifications □ Epson recommends using the ink cartridge before the date printed on the package. □ The ink cartridges packaged with your product are partly used during initial setup. In order to produce high quality printouts, the print head in your product will be fully charged with ink.

This one-off process consumes a quantity of ink and therefore these cartridges may print fewer pages compared to subsequent ink cartridges. □ Quoted yields may vary depending on the images that you are printing, the paper type that you are using, the frequency of your prints and environmental conditions such as temperature. □ To ensure you receive premium print quality and to help protect your print head, a variable ink safety reserve remains in the cartridge when your product indicates to replace the cartridge. The yields quoted for you do not include this reserve. □ Although the ink cartridges may contain recycled materials, this does not affect product function or performance. □ When printing in monochrome or grayscale, color inks instead of black ink may be used depending on the paper type or print quality settings. This is because a mixture of color inks is used to create black. Checking the Ink Cartridge Status For Windows Note: When an ink cartridge is running low, the Low Ink Reminder screen automatically appears. You can also check the ink cartridge status from this screen. If you do not want to display this screen, first access the printer driver and then click the Maintenance tab, and then Monitoring Preferences.

On the Monitoring Preferences screen, clear the See Low Ink Reminder alerts check box. 34 User’s Guide Replacing Ink Cartridges To check the ink cartridge status, do one of the following: □ Open the printer driver, click the Main tab, and then click the Ink Levels button. □ Double-click the product shortcut icon on your Windows taskbar. To add a shortcut icon to the taskbar, see the following section: & “From the shortcut icon on the taskbar” on page 19 □ Open the printer driver, click the Maintenance tab, then click the EPSON Status Monitor 3 button. A graphic displays the ink cartridge status. Note: □ If EPSON Status Monitor 3 does not appear, access the printer driver and click the Maintenance tab and then the Extended Settings button. In the Extended Settings window, check the Enable EPSON Status Monitor 3 check box. □ □ Depending on current settings, the simplified status monitor may be displayed. Click the Details button to display the window above. @@Follow the steps below.

A Access the Epson Printer Utility 4. @@@@To update the ink cartridge status, click Update. @@@@Next, click Options & Supplies and then Driver. @@@@You will see the same window the next time you print a similar job. @@@@The ink cartridge holder moves to the ink cartridge check position.

The cartridge indicated by the expended or low. @@Always press the + button to move it. C Press the + button again.

@@@@@Ink charging starts. @@Do not turn off the product during ink charging.

@@The product will return to its previous status. For Windows When you need to replace an expended ink cartridge, click How to in the status monitor window. Follow the on-screen instructions to replace the cartridge. For more information on using your computer to replace ink cartridges, see the section below. & “For Windows” on page 60. 43 User’s Guide Replacing Ink Cartridges If you need to replace an ink cartridge before it is low or expended, click the button on the Maintenance tab in your printer driver. & “Accessing the printer driver for Windows” on page 18 For more information on using the printer utilities, see the online help. For Mac OS X When you need to replace an expended ink cartridge, click How to in the status monitor window. Follow the on-screen instructions to replace the cartridge. For more information on using your computer to replace ink cartridges, see the section below.

& “For Mac OS X” on page 61. 44 User’s Guide Replacing Ink Cartridges If you need to replace an ink cartridge before it is low or expended, access the Epson Printer Utility 4. & “Accessing the printer driver for Mac OS X” on page 19. For more information on using the printer utilities, see the online help. 45 User’s Guide Maintaining Your Product and Software Maintaining Your Product and Software Checking the Print Head Nozzles If you find that the printout is unexpectedly faint or that dots are missing, you may be able to identify the problem by checking the print head nozzles. You can check the print head nozzles from your computer by using the Nozzle Check utility or from the product by using the buttons. Using the Nozzle Check utility for Windows Follow the steps below to use the Nozzle Check utility. A B C D Make sure that no warnings or errors are indicated in the control panel. Make sure that A4-size paper is loaded in the rear paper feed. Right-click the product icon on the taskbar, then select Nozzle Check.

@@& “From the shortcut icon on the taskbar” on page 19 Follow the on-screen instructions. Using the Nozzle Check utility for Mac OS X Follow the steps below to use the Nozzle Check utility. A B C D E Make sure that no warnings or errors are indicated in the control panel. Make sure that A4-size paper is loaded in the rear paper feed. Access the Epson Printer Utility 4.

& “Accessing the printer driver for Mac OS X” on page 19 Click the Nozzle Check icon. Follow the on-screen instructions. 46 User’s Guide Maintaining Your Product and Software Using the product buttons Follow the steps below to check the print head nozzles using the product buttons. A B C D Make sure that no warnings or errors are indicated in the control panel. Turn off the product.

Make sure that A4-size paper is loaded in the rear paper feed. While holding down the + button, press the P button to turn on the product. E When the product turns on, release both the buttons. The product prints the nozzle check pattern.



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Below are two sample nozzle check patterns. Compare the quality of the printed check page with the sample shown below. If there are no print quality problems, such as gaps or missing segments in the test lines, the print head is fine. 47 User's Guide Maintaining Your Product and Software If any segment of the printed lines is missing, as shown below, this could mean a clogged ink nozzle or a misaligned print head. & "Cleaning the Print Head" on page 48 & "Aligning the Print Head" on page 50 Cleaning the Print Head If you find that the printout is unexpectedly faint or that dots are missing, you may be able to solve these problems by cleaning the print head, which ensures that the nozzles are delivering ink properly. You can clean the print head from your computer using the Head Cleaning utility in the printer driver or from the product by using the buttons.

Important: c Do not turn off the product during head cleaning. If the head cleaning is incomplete, you may not be able to print. Note:  Do not open the printer cover during head cleaning.    Because print head cleaning uses some ink from all cartridges, clean the print head only if quality declines; for example, if the printout is blurry or the color is incorrect or missing. Use the Nozzle Check utility first to confirm that the print head needs to be cleaned. This saves ink. When ink is low you may not be able to clean the print head. When ink is expended you cannot clean the print head. Replace the appropriate ink cartridge first. If print quality has not improved after repeating this procedure about four times, turn the product off and wait for at least six hours. Then run the nozzle check again and repeat the head cleaning if necessary. If print quality has still not improved, contact Epson support. To maintain print quality, we recommend printing a few pages on a regular basis.  Using the Head Cleaning utility for Windows Follow the steps below to clean the print head using the Head Cleaning utility. A Make sure that no warnings or errors are indicated in the control panel.

48 User's Guide Maintaining Your Product and Software B C Right-click the product icon on the taskbar, then select Head Cleaning. @@& "From the shortcut icon on the taskbar" on page 19 Follow the on-screen instructions. Using the Head Cleaning utility for Mac OS X Follow the steps below to clean the print head using the Head Cleaning utility. A B C D Make sure that no warnings or errors are indicated in the control panel. Access the Epson Printer Utility 4.

@@@@@@@@@@@@@@@@@@@@The paper guide is the dark plastic strip inside the product. @@@@@@@@@@& "Accessing the printer driver for Mac OS X" on page 19. Click the Paper Guide Cleaning button. Follow the on-screen instructions to clean the paper guide. 51 User's Guide Maintaining Your Product and Software Saving Power The product enters sleep mode or turns off automatically if no operations are performed for a set period. You can adjust the time before power management is applied. Any increase will affect the product's energy efficiency. Please consider the environment before making any change. Follow the steps below to adjust the time. For Windows A B C D E A B C D E Access the printer settings.

& "Accessing the printer driver for Windows" on page 18 Click the Maintenance tab, and then click the Printer and Option Information button. Select Off, 30 minutes, 1 hour, 2 hours, 4 hours, 8 hours, or 12 hours as the Power Off Timer setting. Select 3 minutes, 5 minutes, or 10 minutes as the Sleep Timer setting. Click the OK button. For Mac OS X Access the Epson Printer Utility 4. & "Accessing the printer driver for Mac OS X" on page 19 Click the Printer Settings button. The Printer Settings screen appears. Select Off, 30 minutes, 1 hour, 2 hours, 4 hours, 8 hours, or 12 hours as the Power Off Timer setting. Select 3 minutes, 5 minutes, or 10 minutes as the Sleep Timer setting. Click the Apply button.

Cleaning the Product Cleaning the exterior of the product To keep your product operating at its best, clean it thoroughly several times a year by using the following instructions. 52 User's Guide Maintaining Your Product and Software Important: c Never use alcohol or thinner to clean the product. These chemicals can damage the product. Note: Close the paper support and the output tray when you are not using the product to protect the product from dust.

Cleaning the interior of the product To keep your print results at their best, clean the roller inside by using the following procedure. !Caution: not to touch the parts inside the product. Be careful Important: c  Be careful to keep water away from the electronic components.   Do not spray the inside of the product with lubricants. Unsuitable oils can damage the mechanism. Contact your dealer or a qualified service person if lubrication is needed.

To keep your printouts at their best, clean the roller inside by using the Paper Guide Cleaning utility. & "Cleaning the Paper Guide" on page 51 Transporting the Product If you move the product some distance, you need to prepare it for transportation in its original box or one of a similar size. Important: c  When storing or transporting the product, avoid tilting it, placing it vertically, or turning it upside down; otherwise ink may leak.  Leave the ink cartridges installed. Removing the cartridges can dry out the print head and may prevent the product from printing. A Remove all paper from the rear paper feed and make sure the product is off. 53 User's Guide Maintaining Your Product and Software B Open the printer cover and make sure the ink cartridge holder is in the home position on the right. Note: If the ink cartridge holder is not in the home position on the right, turn on the product and wait until the ink cartridge holder locks in the far right position. Then turn off the product. C Secure the ink cartridge holder to the case with tape as shown, then close the printer cover.

Note: Do not place tape on the white flat cable inside the product. D E F  Unplug the power cord from the outlet, then disconnect all cables from the product. Close the paper support and the output tray. Repack the product in the box, using the protective materials that came with it. Note:  Keep the product level during transport. Be sure to remove the protective materials from the product before using it again. 54 User's Guide Maintaining Your Product and Software Checking and Installing Your Software Checking the software installed on your computer To use the functions described in this User's Guide, you need to install the following software.  Epson Driver and Utilities  Epson Easy Photo Print  Epson Event Manager Follow the steps below to check that the software is installed on your computer. For Windows A B C A B  Windows 7 and Vista: Click the start button and select Control Panel.



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Windows XP: Click Start and select Control Panel.

Windows 7 and Vista: Click Uninstall a program from the Programs category. Windows XP: Double-click the Add or Remove Programs icon. Check the list of currently installed programs. For Mac OS X Double-click Macintosh HD. Double-click the Epson Software folder in the Applications folder and check the contents.

Note:  The Applications folder contains software provided by third parties. To check that the printer driver is installed, click System Preferences on the Apple menu and then click Print & Scan (for Mac OS X 10.7) or Print & Fax (for Mac OS X 10.6 or 10.5).

Then locate your product in the Printers list box. Installing the software Insert the product software disk that came with your product and select the software you want to install on the Software Select screen. 55 User's Guide Maintaining Your Product and Software Uninstalling Your Software You may need to uninstall and then reinstall your software to solve certain problems or if you upgrade your operating system. See the following section for information on determining what applications are installed. & "Checking the software installed on your computer" on page 55 For Windows Note:  For Windows 7 and Vista, you need an administrator account and password if you log on as a standard user.  For Windows XP, you must log on to a Computer Administrator account. A B C D E F Turn off the product. Disconnect the product's interface cable from your computer. Do one of the following. Windows 7 and Vista: Click the start button and select Control Panel.

Windows XP: Click Start and select Control Panel. Do one of the following. Windows 7 and Vista: Click Uninstall a program from the Programs category. Windows XP: Double-click the Add or Remove Programs icon. Select the software you want to uninstall such as your product's driver and the application from the list displayed. Do one of the following. Windows 7: Click Uninstall/Change or Uninstall. Windows Vista: Click Uninstall/Change or Uninstall, and then click Continue in the User Account Control window. Windows XP: Click Change/Remove or Remove. Note: If you chose to uninstall your product's printer driver in step 5, select the icon for your product and then click OK.

56 User's Guide Maintaining Your Product and Software G H When the confirmation window appears, click Yes or Next. Follow the on-screen instructions. In some cases, a message may appear to prompt you to restart your computer. If so, make sure I want to restart my computer now is selected and click Finish.

For Mac OS X Note:  To uninstall your software you need to download the Uninstaller.

Access the site at: <http://www.epson.com> Next, select the support section of your local Epson Web site.   To uninstall applications, you must log on to a Computer Administrator account. You cannot uninstall programs if you log on as a limited account user.

Depending on the application, the Installer may be separated from the Uninstaller. A B C D E Quit all running applications. Double-click the Uninstaller icon in your Mac OS X hard drive. Select the check boxes for the software you want to uninstall, such as the printer driver and the application, from the list displayed. Click Uninstall. Follow the on-screen instructions. If you cannot find the software you want to uninstall in the Uninstaller window, double-click the Applications folder in your Mac OS X hard drive, select the application you want to uninstall, and then drag it to the Trash icon. Note: If you uninstall the printer driver and the name of your product remains in the Print & Scan (for Mac OS X 10.7) or Print & Fax (for Mac OS X 10.6 or 10.

5) window, select the name of your product and click the - remove button. 57 User's Guide Troubleshooting for Printing Troubleshooting for Printing Diagnosing the Problem Troubleshooting product problems is best handled in two steps: first diagnose the problem, then apply likely solutions until the problem is fixed. The information that you need to diagnose and solve most common problems is provided by online problem solving, the control panel, or the status monitor. Refer to the appropriate section below. If you have a specific problem relating to print quality, a printing problem not related to print quality, or a paper feeding problem, or if the product does not print at all, refer to the appropriate section. To solve a problem, you may need to cancel printing. & "Canceling printing" on page 23 Error indicators You can identify many common product problems using the lights on your product. If the product stops working and the lights are on or flashing, use the following table to diagnose the problem, then follow the recommended corrective measures. Lights Problem and solution Paper out No paper is loaded. Load paper into the rear paper feed, and then press the + button.

The product resumes printing and the light goes out. Multiple-paper feed More than one sheet has been fed at a time. Press the + button to feed and eject the paper. If the paper remains in the product, see "Paper Jams" on page 62. Paper jam Paper has jammed in the product.

& "Paper Jams" on page 62 58 User's Guide Troubleshooting for Printing Lights Problem and solution Ink expended An ink cartridge is expended or not installed, or there is insufficient ink in the cartridge to charge the ink. Replace the ink cartridge for which an error is indicated with a new one. If the light is still on after you have replaced the cartridge, it may not be installed correctly. Reinstall the ink cartridge so that it clicks into place. & "Replacing an Ink Cartridge" on page 40 Wrong cartridge The currently installed ink cartridge cannot be used with the product.

You cannot use the cartridges that came with your product for the replacement. Incorrectly installed ink cartridge An ink cartridge is not installed correctly. Reinsert the ink cartridge for which an error is indicated. & "An ink error is indicated after you replace the cartridge" on page 71 Replace the incompatible cartridge for which an error is indicated with an appropriate ink cartridge. & "Replacing an Ink Cartridge" on page 40 Ink low An ink cartridge is nearly expended. Obtain a replacement ink cartridge. To determine which cartridge is nearly expended, check the ink cartridge status. & "Checking the Ink Cartridge Status" on page 34 Maintenance The product's ink pads are nearing or at the end of their service life. Flashing alternately General error An unknown product error has occurred. Turn off the product.

Then, remove the jammed paper. & "Paper Jams" on page 62 Then turn the product back on. If the error does not clear, contact your dealer. Recovery mode The firmware update has failed, and the product is in recovery mode. = on, = flashing slowly, flashing fast You will need to re-attempt the firmware update.



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Ready a USB cable and visit your local Epson website for further instructions. Contact Epson support to replace ink pads. If the product's ink pads are nearing the end of their service life, printing can be resumed by pressing the + button. 59 User's Guide Troubleshooting for Printing Checking product status If a problem occurs while printing, an error message will appear in the status monitor window. If an error message appears indicating the product's ink pads are nearing the end of their service life, contact Epson support to replace them.

The message will be displayed at regular intervals until the ink pads are replaced. When the product's ink pads are saturated, the product stops and Epson support is required to continue printing. For Windows There are two ways to access EPSON Status Monitor 3: □ Double-click the product shortcut icon on your Windows taskbar. To add a shortcut icon to the taskbar, see the following section: & "From the shortcut icon on the taskbar" on page 19 □ Open the printer driver, click the Maintenance tab, then click the EPSON Status Monitor 3 button. When you access EPSON Status Monitor 3, the following window appears: Note: □ If EPSON Status Monitor 3 does not appear, access the printer driver and click the Maintenance tab and then the Extended Settings button. In the Extended Settings window, check the Enable EPSON Status Monitor 3 check box. □ Depending on current settings, the simplified status monitor may be displayed. Click the Details button to display the window above. EPSON Status Monitor 3 provides the following information: 60 User's Guide

Troubleshooting for Printing □ Current Status: If the ink is low or expended, the How to button appears in the EPSON Status Monitor 3 window. Clicking How to displays ink cartridge replacement instructions and moves the ink cartridge holder to the ink cartridge replacement position. □ Ink Levels: EPSON Status Monitor 3 provides a graphic display of the ink cartridge status. □ Information: You can view information about the installed ink cartridges by clicking Information. □ Technical Support: Click Technical Support to access the Epson technical support website. □ Print Queue: You can view Windows Spooler by clicking Print Queue. For Mac OS X Follow these steps to access EPSON Status Monitor. A B Access the Epson Printer Utility 4. & "Accessing the printer driver for Mac OS X" on page 19 Click the EPSON Status Monitor icon. The EPSON Status Monitor appears. You can also use this utility to check the ink cartridge status before printing. EPSON Status Monitor displays the ink cartridge status at the time it was opened.

To update the ink cartridge status, click Update. 61 User's Guide Troubleshooting for Printing When ink is low or expended, a How to button appears. Click How to, and EPSON Status Monitor will lead you step by step through the ink cartridge replacement procedure. Paper Jams !Caution: the buttons on the control panel while your hand is inside the product. Never touch Note: □ Cancel the print job if prompted by a message from the printer driver. □ If all of the lights on the control panel flash, press the P button to turn the product off and then on again. If only the P and b lights flash, press the + button. 62 User's Guide Troubleshooting for Printing Removing jammed paper from inside the product A Open the printer cover. B Remove all of the paper inside, including any torn pieces. C Close the printer cover.

Preventing paper jams If your paper jams frequently, check the following. □ The paper is smooth, not curled or wrinkled. □ You are using high-quality paper. □ The printable side of the paper is face up in the rear paper feed. □ The paper stack was fanned before loading.

□ For plain paper, do not load paper above the line just under the H arrow mark inside the edge guide. For Epson special media, make sure the number of sheets is less than the limit specified for the media. & "Selecting Paper" on page 13 □ The edge guides are snug against the edges of the paper. 63 User's Guide Troubleshooting for Printing □ The product is on a flat, stable surface that extends beyond the base in all directions. The product will not operate properly if it is tilted.

Reprinting after a paper jam (for Windows only) After you cancel the print job because of a paper jam, you can reprint it without reprinting pages that have already been printed. A B C D E F G Solve the paper jam. & "Paper Jams" on page 62 Access the printer settings. & "Accessing the printer driver for Windows" on page 18 Select the Print Preview check box in the Main window of your printer driver. Make the settings that you want to use to print. Click OK to close the printer settings window, and then print your file. Print Preview window opens. Select a page that has already been printed in the page list box on the left side, and then select Remove Page from the Print Options menu. Repeat this step for all the pages that have already been printed. Click Print on the Print Preview window.

Print Quality Help If you are having print quality problems, then compare it with the illustrations below. Click the caption under the illustration that best resembles your prints. Good sample Good sample 64 User's Guide Troubleshooting for Printing & "Horizontal banding" on page 65 & "Vertical banding or misalignment" on page 65 & "Horizontal banding" on page 65 & "Vertical banding or misalignment" on page 65 & "Incorrect or missing colors" on page 66 & "Blurry or smeared print" on page 66 Horizontal banding □ Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed. □ Run the Head Cleaning utility to clear any clogged ink nozzles. & "Cleaning the Print Head" on page 48 □ For best results, use up ink cartridge within six months of opening the package. □ Try to use genuine Epson ink cartridges. □ Make sure the paper type selected in the printer driver is appropriate for the type of paper loaded in the product. & "Selecting Paper" on page 13 □ If banding appears at intervals of 2.5 cm, run the Print Head Alignment utility. & "Aligning the Print Head" on page 50 Vertical banding or misalignment □ Make sure the printable side (the whiter or glossier side) of the paper is face up in the rear paper feed.

□ Run the Head Cleaning utility to clear any clogged ink nozzles. & "Cleaning the Print Head" on page 48 65 User's Guide Troubleshooting for Printing □ Run the Print Head Alignment utility. & "Aligning the Print Head" on page 50 □ For Windows, clear the High Speed check box from the More Options window in your printer driver. See the online help for details.



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