EPSON
EXCEED YOUR VISION

DS-70
User's Guide

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Introduction to the Manuals

The latest versions of the following manuals are available from the Epson support website.

http://www.epson.eu/Support (Europe)

http://support.epson.net/ (outside Europe)

❏ Setup Guide (paper manual)

Provides you with information on setting up the product and installing the application.

❏ User's Guide (digital manual)

Provides instructions on using the product, maintenance, and solving problems.

As well as the manuals above, see the help included in the various Epson applications.

Marks and Symbols

> ⚠ *Caution:*
>
> *Instructions that must be followed carefully to avoid bodily injury.*

> 🔲 *Important:*
>
> *Instructions that must be observed to avoid damage to your equipment.*

Note:
Provides complementary and reference information.

Related Information

➡ Links to related sections.

Descriptions Used in this Manual

❏ Screenshots for the applications are from Windows 10 or Mac OS X v10.13.x. The content displayed on the screens varies depending on the model and situation.

❏ Illustrations used in this manual are for reference only. Although they may differ slightly from the actual product, the operating methods are the same.

About This Manual

Operating System References

Windows

In this manual, terms such as "Windows 10", "Windows 8.1", "Windows 8", "Windows 7", "Windows Vista", "Windows XP", "Windows Server 2016", "Windows Server 2012 R2", "Windows Server 2012", "Windows Server 2008 R2", "Windows Server 2008", "Windows Server 2003 R2", and "Windows Server 2003" refer to the following operating systems. Additionally, "Windows" is used to refer to all versions and "Windows Server" is used to refer to "Windows Server 2016", "Windows Server 2012 R2", "Windows Server 2012", "Windows Server 2008 R2", "Windows Server 2008", "Windows Server 2003 R2", and "Windows Server 2003".

❏ Microsoft® Windows® 10 operating system

❏ Microsoft® Windows® 8.1 operating system

❏ Microsoft® Windows® 8 operating system

❏ Microsoft® Windows® 7 operating system

❏ Microsoft® Windows Vista® operating system

❏ Microsoft® Windows® XP operating system Service Pack 3

❏ Microsoft® Windows® XP Professional x64 Edition operating system Service Pack 2

❏ Microsoft® Windows Server® 2016 operating system

❏ Microsoft® Windows Server® 2012 R2 operating system

❏ Microsoft® Windows Server® 2012 operating system

❏ Microsoft® Windows Server® 2008 R2 operating system

❏ Microsoft® Windows Server® 2008 operating system

❏ Microsoft® Windows Server® 2003 R2 operating system

❏ Microsoft® Windows Server® 2003 operating system Service Pack 2

Mac OS

In this manual, "Mac OS" is used to refer to macOS High Sierra, macOS Sierra, OS X El Capitan, OS X Yosemite, OS X Mavericks, OS X Mountain Lion, Mac OS X v10.7.x, and Mac OS X v10.6.8.

Important Instructions

Safety Instructions

Read and follow these instructions to ensure safe use of this product. Make sure you keep this manual for future reference. Also, be sure to follow all warnings and instructions marked on the product.

❏ Some of the symbols used on your product are to ensure safety and proper use of the product. Visit the following Web site to learn the meaning of the symbols.

http://support.epson.net/symbols

❏ 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.

❏ Place the product close enough to the computer for the interface cable to reach it easily. Do not place or store the product 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.

❏ The USB cable should be placed to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place objects on top of the cord and do not allow the cord to be stepped on or run over. Be particularly careful to keep the cord straight at the end.

❏ Use only the USB cable supplied with your product. Using any other USB cable could cause fire, electrical shock, or injury.

❏ The USB cable is designed for use with the product with which it was included. Do not attempt to use it with other electronic devices unless specified.

❏ 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.

❏ Never disassemble, modify, or attempt to repair the product, or product option by yourself except as specifically explained in the product'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.

❏ Unplug the product and the USB cable, and refer servicing to qualified service personnel under the following conditions: liquid has entered the product; the product has been dropped or the case has been damaged; the product does not operate normally or exhibits a distinct change in performance. (Do not adjust controls that are not covered by the operating instructions.)

❏ If you are not going to use the product for a long period, be sure to unplug the USB cable from the computer.

Restrictions on Copying

Observe the following restrictions to ensure the responsible and legal use of your product.

Copying of the following items is prohibited by law:

❏ Bank bills, coins, government-issued marketable securities, government bond securities, and municipal securities

Important Instructions

❏ 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.

Note:
Copying these items may also be prohibited by law.

Responsible use of copyrighted materials:

Products 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.

Scanner Basics

Part Names and Functions
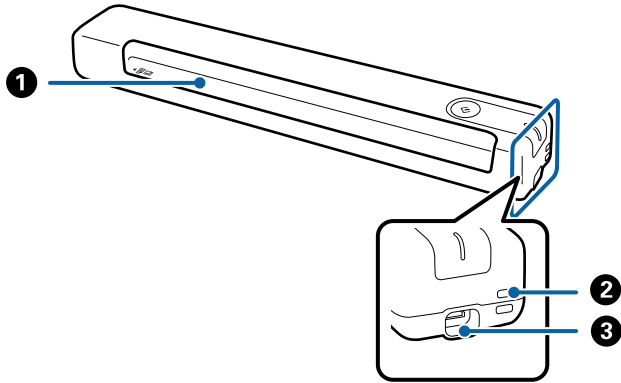
❶	Input slot	Input the original.
❷	Loophole	Connect straps.
❸	USB port	USB bus power. Connects a USB cable. To avoid causing any damage, do not add excessive force when connecting the USB cable to the USB port.

Buttons and Lights on the Control Panel

Buttons and Lights

❶	↕ ⊘	Start and stop button	❑ Starts or cancels scanning. ❑ Press this when cleaning the inside of the scanner. ❑ Exits Automatic Feeding Mode.
❷	✋	Automatic Feeding Mode light	The scanner is in Automatic Feeding Mode. Scanning starts when an original is placed in the input tray.

Scanner Basics

❸	–	Ready light	On (white)	The scanner is ready to be used.	
			Flashing (white)	The scanner is scanning, waiting to scan, processing, or sleeping.	
			Off	The scanner cannot be used because the power is off.	
			On (Orange)	An error has occurred.	

Note:
To turn on the scanner, connect it to the computer with the USB cable.

Information on Applications

This section introduces the application products available for your scanner. The latest application can be installed at the Epson Web site.

Document Capture Pro / Document Capture

Document Capture Pro is an application that allows you to easily digitize originals such as documents and forms.

You can save scanned images to a specified folder, send by email, and perform copying functions by linking to a printer. This allows you to streamline the way electronic documents are handled, such as reading large documents and making best use of network capabilities.

Document Capture Pro is for Windows only. For Mac OS, use Document Capture.

See the Document Capture Pro help (Windows) or Document Capture help (Mac OS) for details on using the application.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.

Job:

When performed in order, the following operations are known as a job: **1. Scan** > **2. Save** > **3. Send**.

By registering a series of operations in advance as a job, you can perform all of the operations by simply selecting the job. By assigning a job to the scanner's control panel, you can start a job from the control panel (Button Assignment).

Epson Scan 2

Epson Scan 2 is a driver for controlling your scanner, enabling a variety of scan settings. This also allows you to start either as a standalone application or by using TWAIN-compliant application software.

Follow the steps below to start Epson Scan 2.

❏ Windows 10:

Click the start button, and then select **EPSON** > **Epson Scan 2** > **Epson Scan 2**.

❏ Windows 8.1/Windows 8:

Enter the application name in the search charm, and then select the displayed icon.

❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server2003 R2/Windows Server 2003:

Click the start button, and then select **All Programs** > **EPSON** > **Epson Scan 2** > **Epson Scan 2**.

Note:
❏ *You may need to select the scanner you want to use from the scanners list.*

❏ *See the Epson Scan 2 help for details on using the application.*

EPSON Software Updater

EPSON Software Updater is an application that checks for new or updated applications on the internet and installs them.

You can also update the scanner's digital manual.

Note:
Windows Server operating systems are not supported.

Option Items and Consumables Information

Carrier Sheet Codes

Using a Carrier Sheet allows you to scan irregular shaped originals. You can scan originals larger than A4 size with a Carrier Sheet by folding it in half.

Part name	Codes[*]
Carrier Sheet	B12B819451 B12B819471 (India only)

*   You can only use Carrier Sheet with a code.

Maintenance Sheet Codes

Contains a Cleaning Sheet (wet type) and Cleaning Sheet (dry type) for use when cleaning inside the scanner, and a Calibration Sheet to adjust the scanned image quality.

Part name	Codes
Maintenance Sheet2	B12B819481 B12B819411 (India only)

*   You can only use Maintenance Sheet with a code.

Specifications of Originals and Placing Originals

Specifications of Originals

This section explains the specifications and conditions of originals that can be loaded in the scanner.

General Specifications for Originals being Scanned

Specifications of Standard Size Originals

These are the specifications for standard size originals that you can load into the scanner.

Size	Measurement	Thickness	Paper Type
A4	210×297 mm (8.3×11.7 in.)	35 to 270 g/m²	Plain paper Fine paper Recycled paper
Letter	215.9×279.4 mm (8.5×11 in.)		
Legal	215.9×355.6 mm (8.5×14 in.)		
B5	182×257 mm (7.2×10.1 in.)		
A5	148×210 mm (5.8×8.3 in.)		
B6	128×182 mm (5.0×7.2 in.)		
A6	105×148 mm (4.1×5.8 in.)	46 to 270 g/m²	
A7	74×105 mm (2.9×4.1 in.)		
A8	52×74 mm (2.1×2.9 in.)		
Business Card	55×89 mm (2.1×3.4 in.)		

Size	Measurement	Thickness	Paper Type
Post Cards	100×148 mm (3.9×5.8 in.)	35 to 270 g/m^2	Plain paper Fine paper Recycled paper

Note:

❏ *All originals must be flat at the leading edge.*

❏ *Make sure that curls on the leading edge of the originals are kept within the following range.*

   ❶ *and* ❷ *must be 2 mm or less when* ❸ *is equal to or more than 30 mm.*
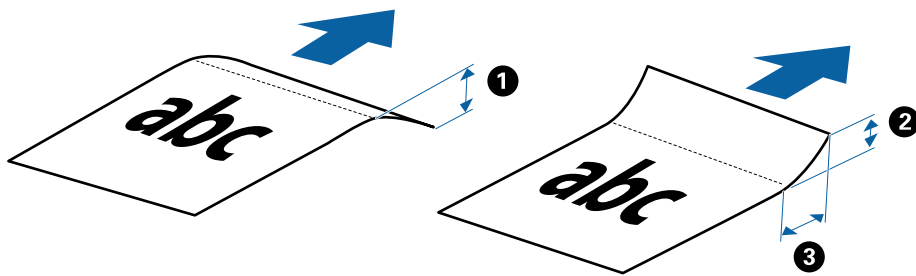
Specifications of Long Paper

These are the specifications for long paper that you can load into the scanner.

Size	Thickness	Paper Type
Width: 50.8 to 216.0 mm (2.0 to 8.5 in.) Length: 50.8 to 1828.8 mm (2.0 to 72.0 in.)	35 to 270 g/m^2	Plain paper Fine paper Recycled paper

Specifications for Receipts

These are the specifications for receipts that you can load into the scanner.

Size	Thickness	Paper Type
Maximum: 76.2×355.6 mm (3.0×14.0 in.) Minimum: 76.2×76.2 mm (3.0×3.0 in.)	46 to 270 g/m^2	Plain paper Fine paper Recycled paper

* Receipts need to be scanned using Automatic Feeding Mode. Only one receipt should be loaded at once and you need to hold the receipt for a good quality scan.

Specifications of Envelopes

These are the specifications for envelopes that you can load into the scanner.

Measurement	Thickness
120×235 mm (4.72×9.25 in.)	0.38 mm (0.015 in.) or less
92×165 mm (3.62×6.50 in.)	

Specifications for Plastic Cards

These are the specifications for plastic cards that you can load into the scanner.

Size	Card Type	Thickness	Loading Direction
ISO7810 ID-1 Type 54.0×85.6 mm (2.1×3.3 in.)	With embossing	1.24 mm (0.05 in.) or less	Horizontal (landscape)
	Without embossing	1.0 mm (0.04 in.) or less	

Note:
ISO7810 ID-1 size laminated cards (the thickness should be 0.6 mm (0.02 in.) or less) may not be scanned successfully.

Specifications of Irregular Shaped Originals

By using the Carrier Sheet, you can scan originals that are wrinkled, curled, very thin, or irregularly shaped.

Size	Thickness
Up to A4	0.3 mm (0.012 in.) or less (excluding the thickness of the Carrier Sheet)

Types of Originals that Require Attention

The following types of originals may not be successfully scanned.

❏ Originals with an uneven surface such as letter head paper

❏ Originals with crinkles or fold lines

❏ Curled originals

❏ Coated paper

❏ Originals with punch holes

❏ Originals with folded corners

Note:
❏ *To scan delicate originals or originals that are easily crinkled, use the Carrier Sheet.*

❏ *Try to flatten the curled originals before scanning.*

Types of Originals that Must Not be Scanned

The following types of originals must not be scanned.

❏ Photos*

❏ Photo paper*

❏ Original with labels or stickers*

❏ Originals with sticky notes attached*

❏ Ripped originals*

❏ Originals with carbon paper on the back*

❏ Perforated originals*

❏ Originals with staples or paper clips

❏ Booklets

❏ Non-paper original (such as clear files, fabric, and metal foil)

❏ Originals with glue attached

❏ Heavily wrinkled or curled originals

❏ Transparent originals such as OHP film

❏ Originals with wet ink

Note:
❏ **You can only scan these originals by using the Carrier Sheet.*

❏ *Do not feed photos, valuable original artwork, or important documents that you do not want to damage or deface into the scanner directly. Misfeeding may wrinkle or damage the original. When scanning such originals, make sure you use the Carrier Sheet.*

Placing the Original

Placing Standard Size Originals

Load the original into the left side of input slot facing up with the top edge facing into the scanner.

Slide the original into the input slot until it meets resistance.
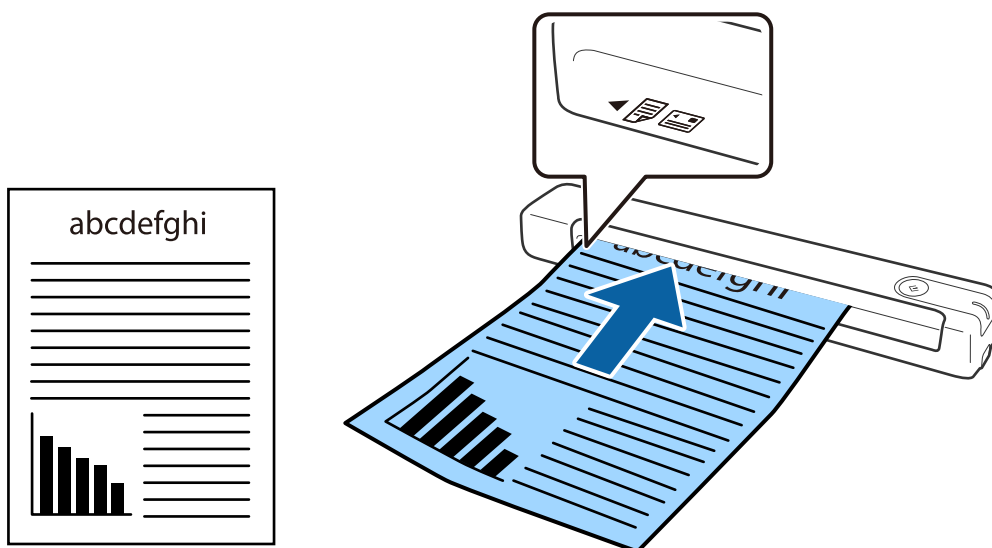
Note:
We recommend loading originals (except plastic card) vertically into the scanner.

Related Information

➡

➡

Placing Long Paper

Load the original straight into the left side of the input slot, facing up with the top edge facing into the scanner.

Slide the original into the input slot until it meets resistance.
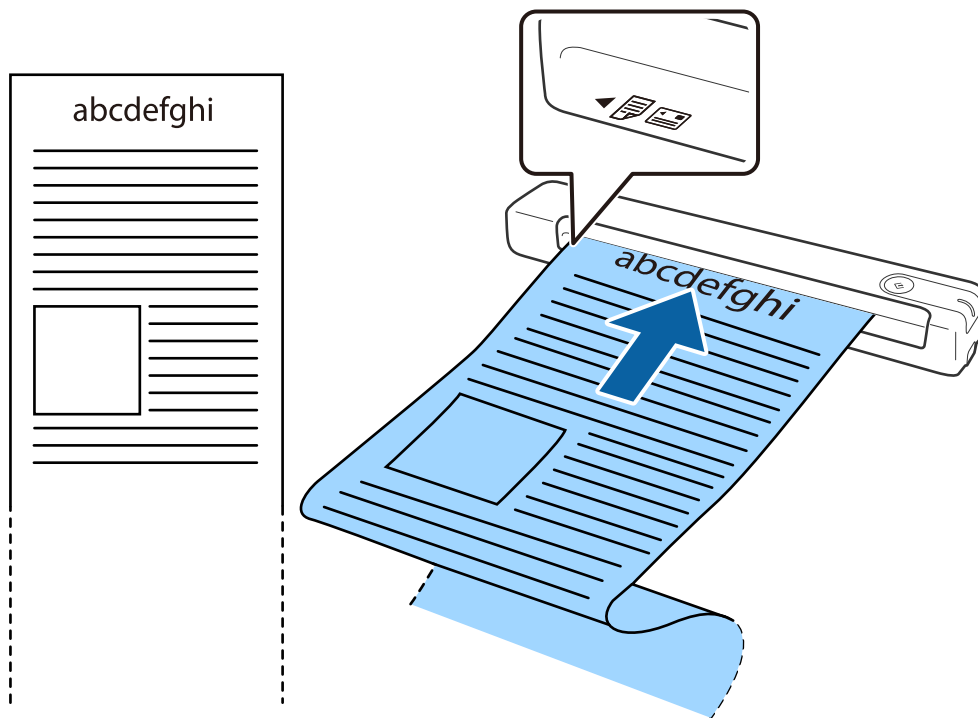
Note:
❏ *You can scan long paper up to 1,828.8 mm (72 inches) in length with a resolution of 300 dpi or less.*

❏ *You need to specify the paper size in Document Capture Pro.*

   *Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window to open the Epson Scan 2 window.*

   *There are three ways to specify the paper size. If the paper length is 863.6 mm (34 inches) or less, you can select **Auto Detect (Long Paper)** to detect the size automatically.*

   *If the paper length is more than 863.6 mm (34 inches), you need to select **Customize** and enter the size of the paper.*

   *You can either enter the width and height of the paper or use **Detect paper length** instead of entering the paper height.*

❏ *Support the long paper on the input side so that it does not drop out of the input slot, and on the output side so that the ejected paper does not fall from the output slot.*
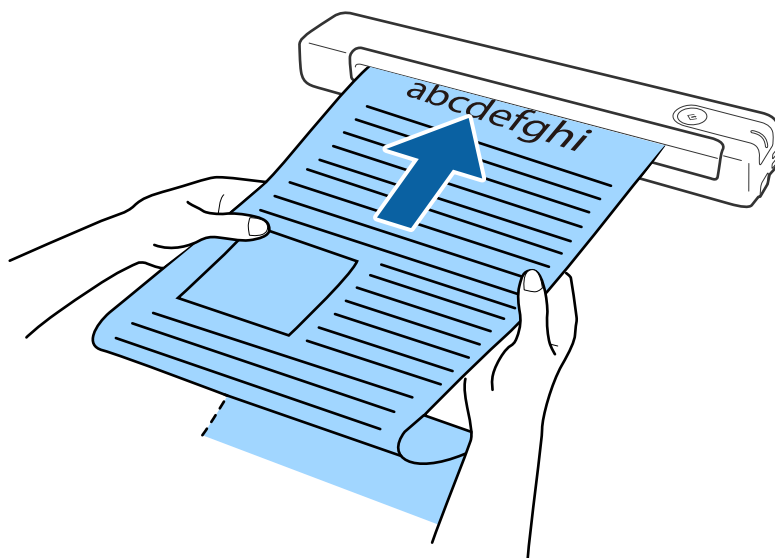
Related Information

➡ "Specifications of Originals" on page 13
➡ "Basic Scanning" on page 24
➡ "Advanced Scanning" on page 36

Placing Receipts

Supporting it by hand, load the receipt straight into the left side of the input slot, facing up with the top edge facing into the scanner.

Slide the receipt into the input slot until it meets resistance.
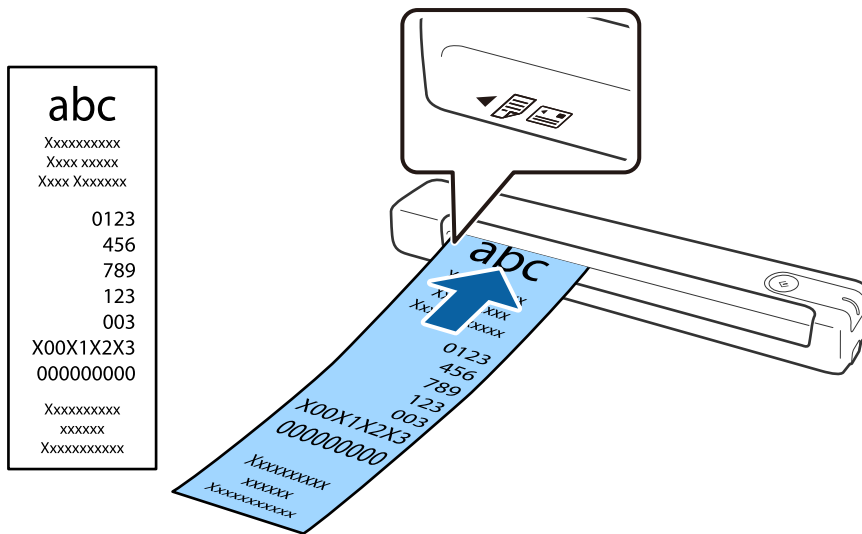
Note:
❏ *Although there may be issues with the scanning quality, you can scan long receipts up to 1,828.8 mm (72 inches) in length at a resolution of 300 dpi.*

❏ *You need to specify the paper size in Document Capture Pro.*

   *Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window to open the Epson Scan 2 window.*

   *There are three ways to specify the paper size. If the paper length is 863.6 mm (34 inches) or less, you can select **Auto Detect (Long Paper)** to detect the size automatically.*

   *If the paper length is more than 863.6 mm (34 inches), you need to select **Customize** and enter the size of the paper.*

   *You can either enter the width and height of the paper or use **Detect paper length** instead of entering the paper height.*

Related Information

➡ "Scanning Different Sizes or Types of Originals One by One Continuously (Automatic Feeding Mode)" on page 36

➡ "Specifications of Originals" on page 13

➡ "Basic Scanning" on page 24

➡ "Advanced Scanning" on page 36

Placing Envelopes

Load envelopes into the left side of the input slot facing up making sure that the opened edge (flap side) of the envelope is facing to the side. For envelopes with the opened edge (flap side) on the shorter side, you can load the envelope with the bottom edge (non flap side) facing into the scanner.

Slide the envelope into the input slot until it meets resistance.
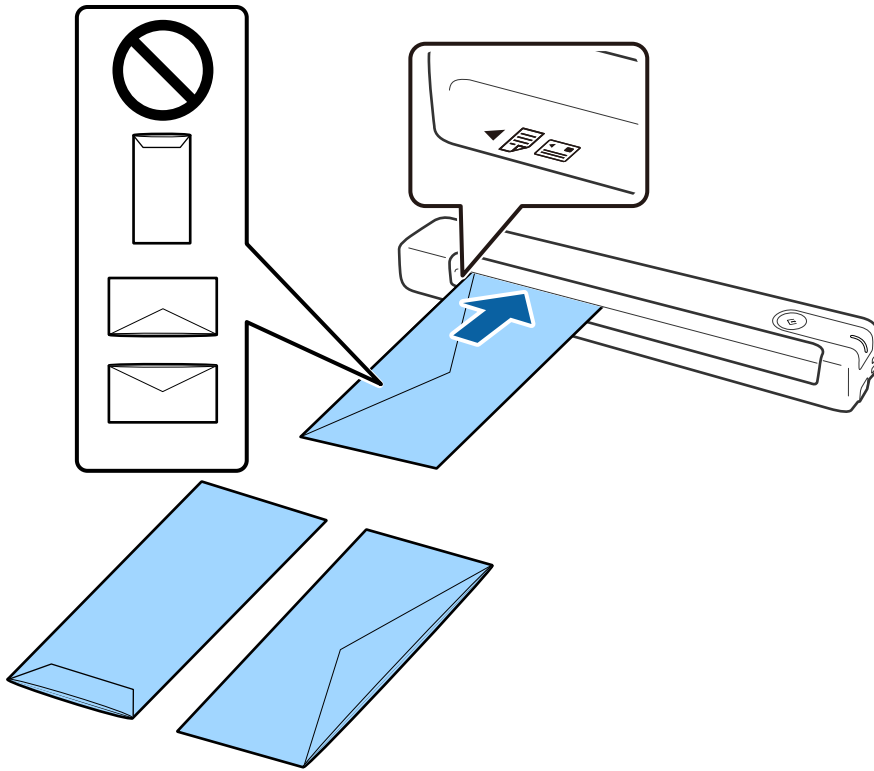
The envelope shown in the illustration has the opened edge (flap side) facing up, but you can also load envelopes into the scanner with the opened edge (flap side) facing down.

> ❗ **Important:**
>
> *Do not load envelopes with adhesives on them.*

Note:
❏ *Envelopes that are not opened by cutting sharply at the flap edge may not be scanned correctly.*

❏ *Envelopes that have not yet been sealed can be loaded with the flap open and facing up.*

Related Information

➡ "Specifications of Originals" on page 13
➡ "Basic Scanning" on page 24
➡ "Advanced Scanning" on page 36

Placing Plastic Cards

Load the plastic card into the left side of the input slot facing up and horizontally.

Specifications of Originals and Placing Originals

Slide the plastic card straight into the input slot until it meets resistance.
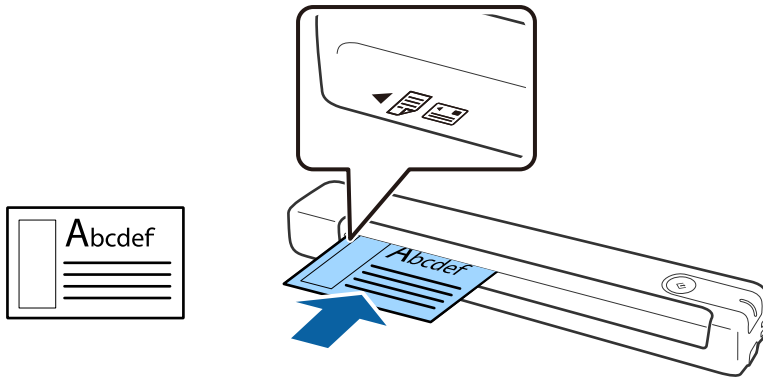
> ❗ *Important:*
>
> *Do not load plastic cards vertically or at an angle.*

Related Information

Placing Irregular Shaped Originals

1. Place the Carrier Sheet with the illustration on the front edge facing up and place the original in the left side of the Carrier Sheet with the side to be scanned facing up.
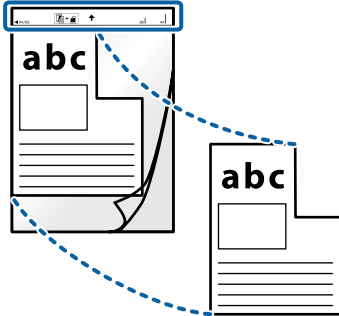
2. Load the Carrier Sheet into the left side of input slot with the top edge facing into the scanner.

   Slide the Carrier Sheet into the input slot until it meets resistance.
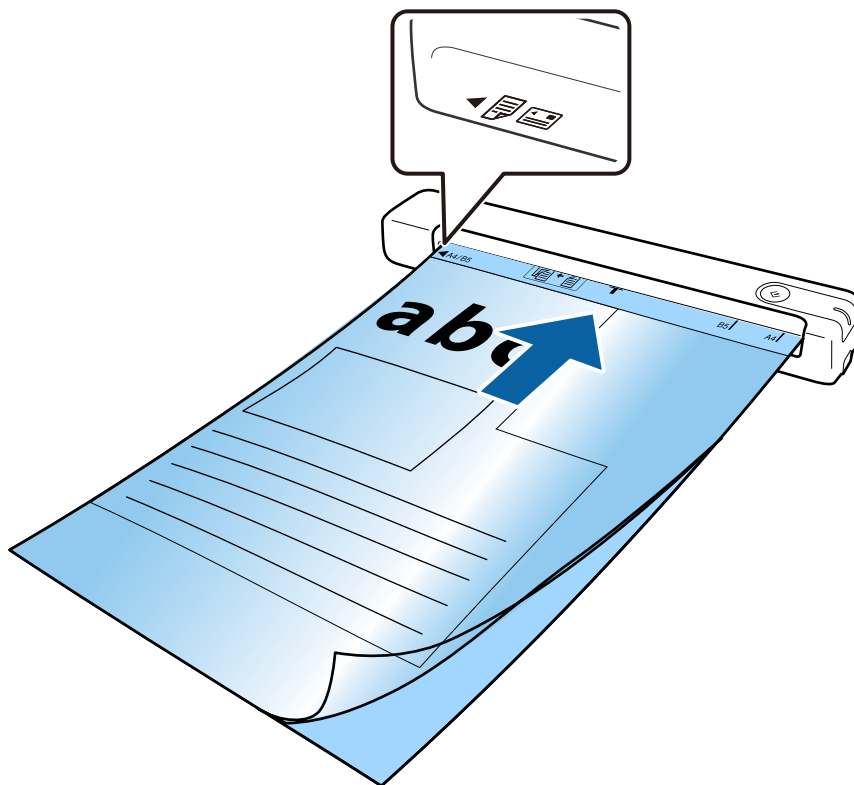
Specifications of Originals and Placing Originals

Note:

❏ *You may need to stop using a Carrier Sheet that is scratched or has been scanned more than 3,000 times.*

❏ *If you cannot find an appropriate size for the original you want to scan in* **Document Size***, try changing the setting.*

   Click **Scan Settings** > **Detailed Settings** *on the* **Scan Settings** *window >* **Document Size** *on the Epson Scan 2 window, and then select* **Auto Detect** *or* **Customize** *to create a custom document size.*

   When scanning a Carrier Sheet by selecting **Auto Detect** *as the* **Document Size** *setting, the image is automatically scanned by applying* **Paper Skew** *as the* **Correct Document Skew** *setting.*

❏ *Only use the Carrier Sheet designed for your scanner.*

Basic Scanning

Scanning Using a Scanner Button

You can scan using the button on your scanner.

Note:
❏ *Make sure that the USB cable is connected to the scanner and your computer.*

❏ *Make sure that Document Capture Pro (Windows) or Document Capture (Mac OS) is installed on your computer and the scanner is connected to your computer correctly.*

❏ *Using Document Capture Pro (Windows) or Document Capture (Mac OS), you can assign the job to a button on the scanner and run the job by pressing the button.*

❏ *Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.*

1. Place the original.

2. Press the ✧ button.

   Note:
   *When using Document Capture Pro (Windows) or Document Capture (Mac OS), the product starts the job that was assigned on the **Job Settings** window.*

Related Information

➡ "Specifications of Originals and Placing Originals" on page 13
➡ "Buttons and Lights" on page 10
➡ "Document Capture Pro / Document Capture" on page 11
➡ "Setting a Job (Scan, Save, and Send)" on page 42
➡ "Epson Scan 2" on page 11

Scanning Using Document Capture Pro (Windows)

This application allows you to perform various tasks such as saving the image to your computer, sending it by email, printing, and uploading to a server or a cloud service. You can also use a variety of methods to sort the documents into separate files, such as detecting barcodes or characters on the pages. You can also register scanning settings for a job to simplify scanning operations.

See the Document Capture Pro help for details on the features.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.

1. Start Document Capture Pro.

   ❏ Windows 10

   Click the start button, and then select **Epson Software** > **Document Capture Pro**.

   ❏ Windows 8.1/Windows 8

   Enter the application name in the search charm, and then select the displayed icon.

❏ Windows 7

Click the start button, and then select **All Programs** > **Epson Software** > **Document Capture Pro**.

Note:
You may need to select the scanner you want to use from the scanners list.

2.   Click **Job Settings**.
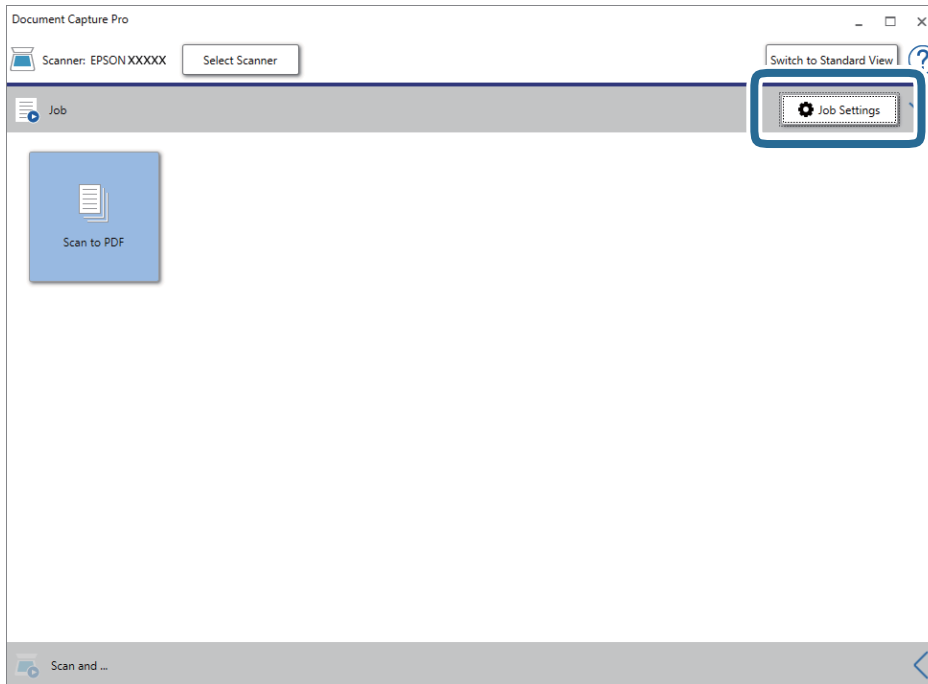
The job list screen is displayed.

Note:
A preset job is available that allows you to save scanned images as a PDF. When using this job, skip this step and go to step 10.

3.   Click **New Job**.
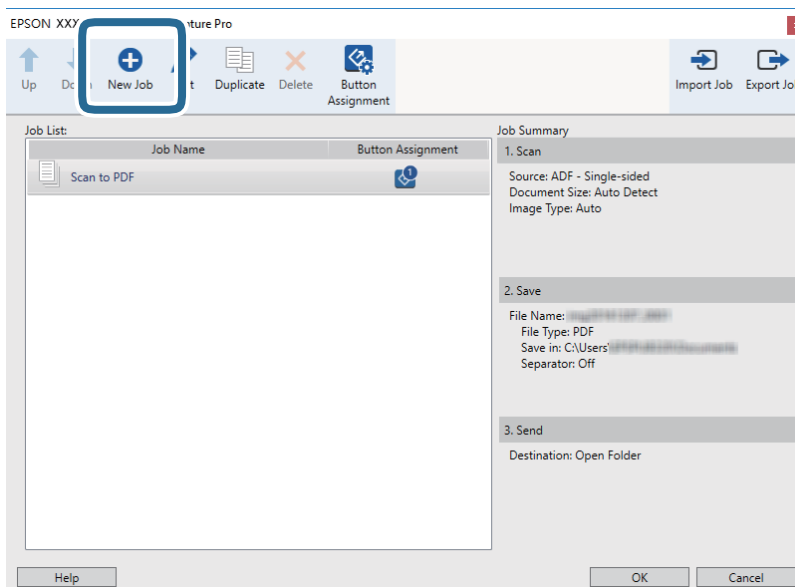
Basic Scanning

The **Job Settings** screen is displayed.

4.   Set the **Job Name**.

5.   Make scanning settings on the **1. Scan** tab.
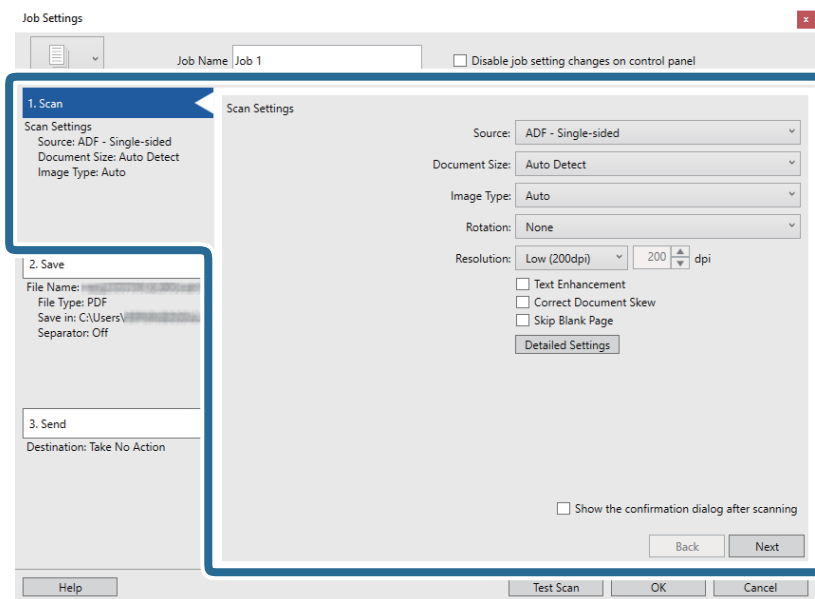
❏ **Source**: Select the source where the original is placed.

❏ **Document Size**: Select the size of the original you placed.

❏ **Image Type**: Select the color you want to use to save the scanned image.

❏ **Rotation**: Select the rotation angle depending on the original you want to scan.

❏ **Resolution**: Select the resolution.

Basic Scanning

Note:
You can also adjust the image using following items.

❏ ***Text Enhancement****: Select to make blurred letters in the original clear and sharp.*

❏ ***Correct Document Skew****: Select to correct the slant of the original.*

❏ ***Detailed Settings*** *button: Select to use Epson Scan 2 features to adjust scanned images.*

6. Click **2. Save**, and then make the save settings.
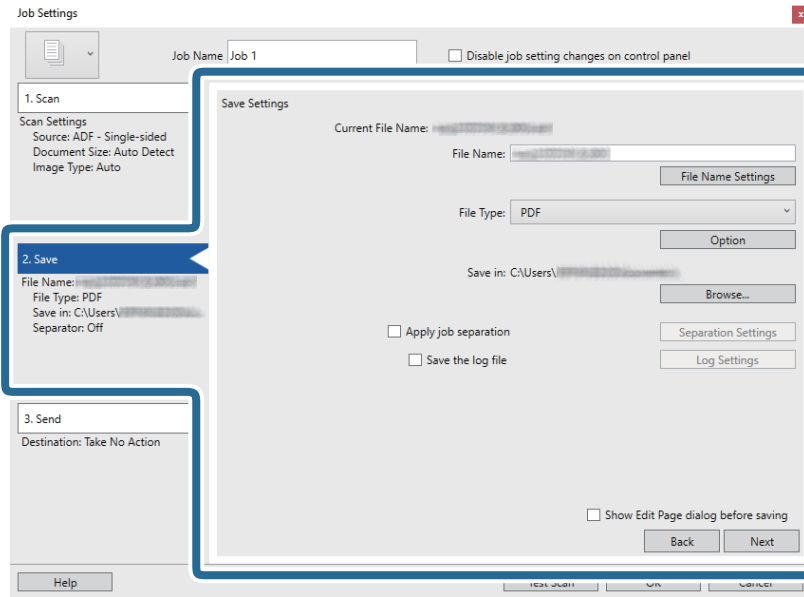
❏ **File Name**: Check the settings for the file name. Click **File Name Settings** to add a time stamp or file number counter to the file name.

❏ **File Type**: Select the save format from the list. Click **Option** to make detailed settings for the file.

❏ **Browse**: Select the save folder for the scanned image.

❏ **Apply job separation**: Select to make separation settings.

Basic Scanning

7. Click **3. Send**, and then select the **Destination**.

Destination setting items are displayed according to the destination you selected. Make detailed settings as necessary. Click **Help** for details on each item.

Note:
❏ *If you want to upload to a cloud service, you need to set up your account with the cloud service in advance.*

❏ *If you want to use Evernote as the destination, download the Evernote application from the Evernote Corporation Website and install it before using this feature.*

8. Click **OK** to close the **Job Settings** screen.

9. Click **OK** to close the job list screen.

10. Place the original.

11. Click the job icon.

The selected job is performed.

12. Follow the on-screen instructions.

The scanned image is saved using the settings you made for the job.

Note:
You can scan the originals and send the scanned image without using the job. Click on the *Scan and bar, and then click the destination to which you want to send the scanned image.*

Related Information

➡ "Specifications of Originals and Placing Originals" on page 13

➡ "Document Capture Pro / Document Capture" on page 11

➡ "Epson Scan 2" on page 11

Scanning Using Document Capture (Mac OS)

This application allows you to perform various tasks such as saving the image to your computer, sending it by email, printing, and uploading to a server or a cloud service. You can also register scanning settings for a job to simplify scanning operations.

See the Document Capture help for details on the features.

Note:
Do not use the Fast User Switching function while using your scanner.

Basic Scanning

1. Start Document Capture.

   Select **Go** > **Applications** > **Epson Software** > **Document Capture**.
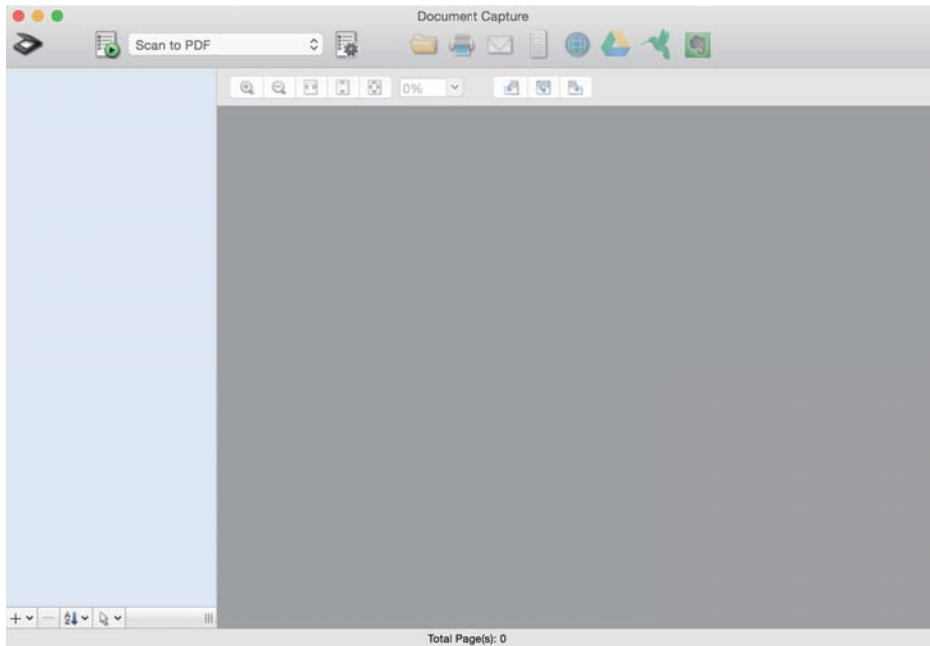
   Note:
   You may need to select the scanner you want to use from the scanners list.
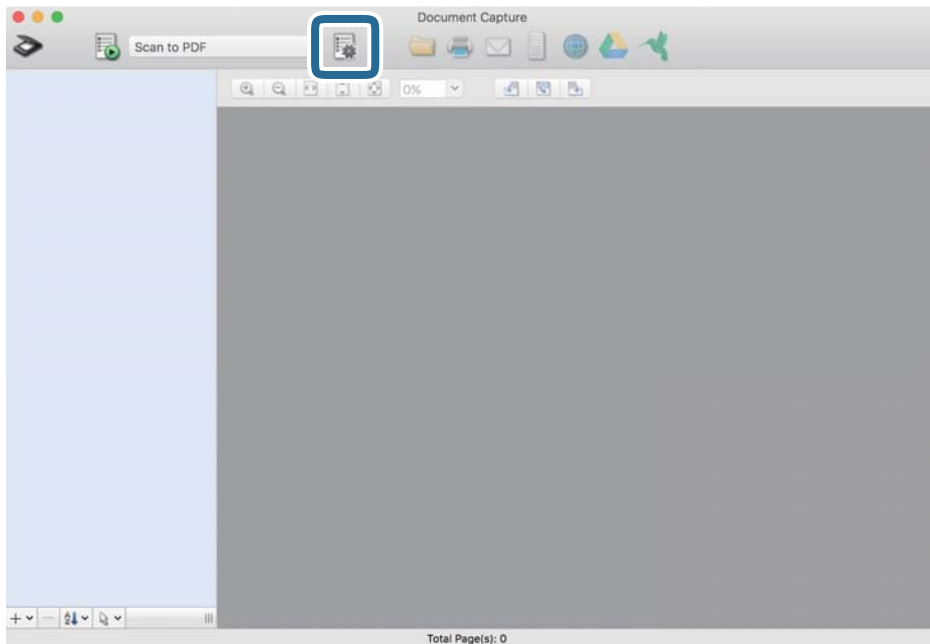
2. Click ⌨.

   The **Job List** screen is displayed.

   Note:
   A preset job is available that allows you to save scanned images as a PDF. When using this job, skip this step and go to step 10.
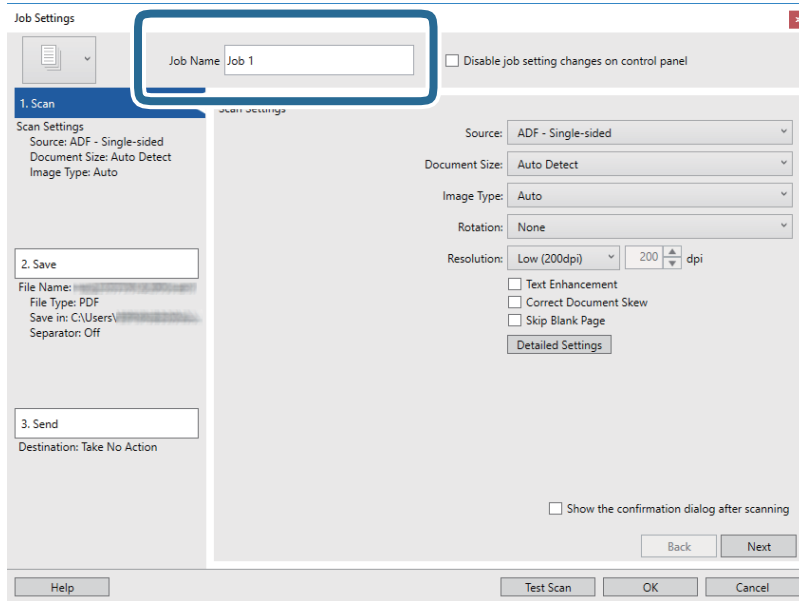
3. Click the + icon.
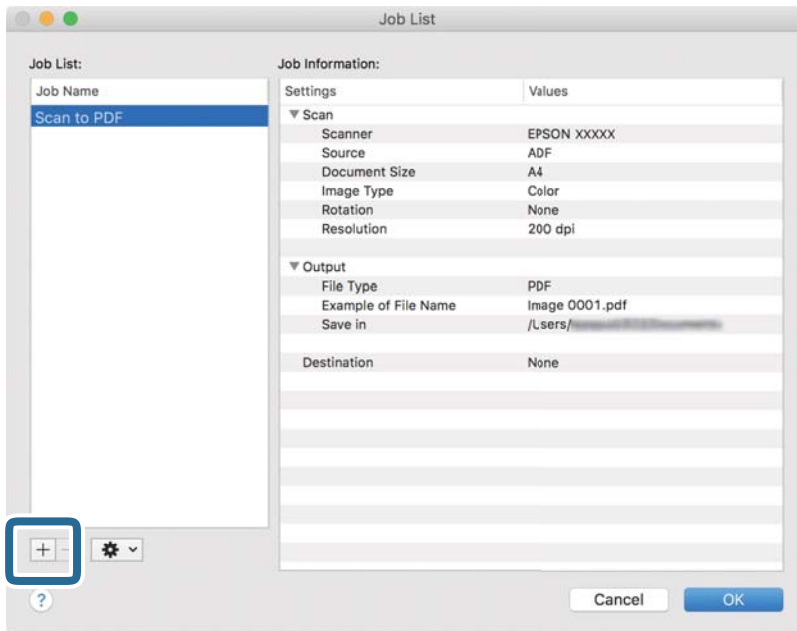

The job setting screen is displayed.

4. Set the **Job Name**.
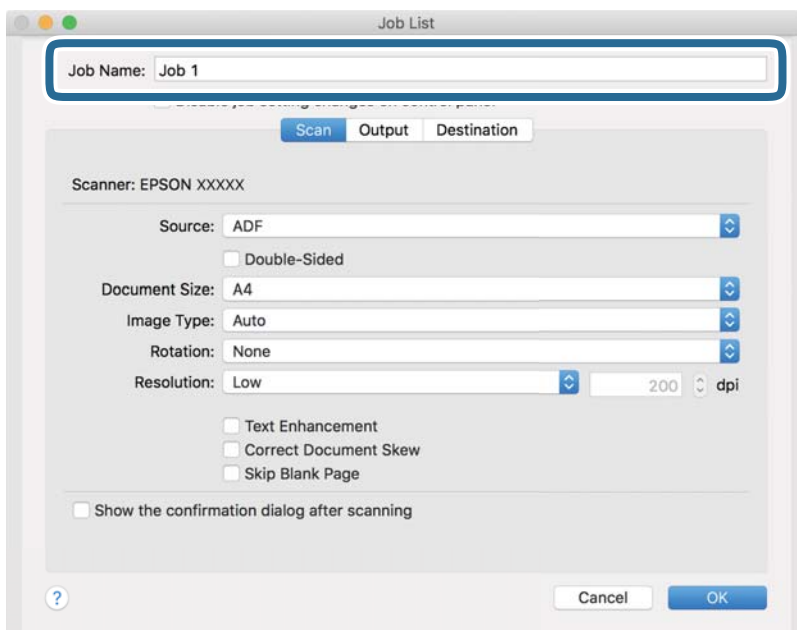
5. Make scanning settings on the **Scan** tab.
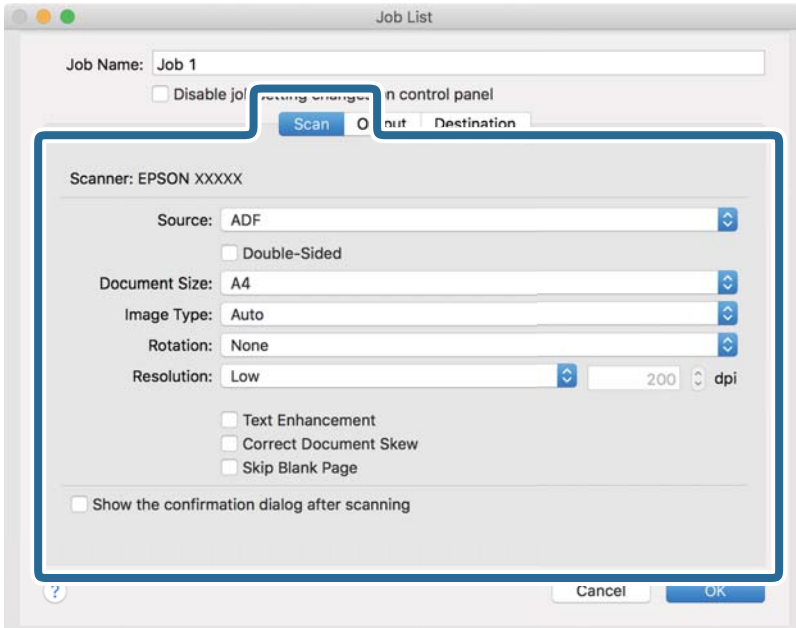
❏ **Source**: Select the source where the original is placed.

❏ **Document Size**: Select the size of the original you placed.

❏ **Image Type**: Select the color you want to use to save the scanned image.

❏ **Rotation**: Select the rotation angle depending on the original you want to scan.

❏ **Resolution**: Select the resolution.

Note:
You can also adjust the image using following items.

❏ *Text Enhancement: Select to make blurred letters in the original clear and sharp.*

❏ *Correct Document Skew: Select to correct the slant of the original.*

Basic Scanning

6. Click **Output**, and then make the output settings.
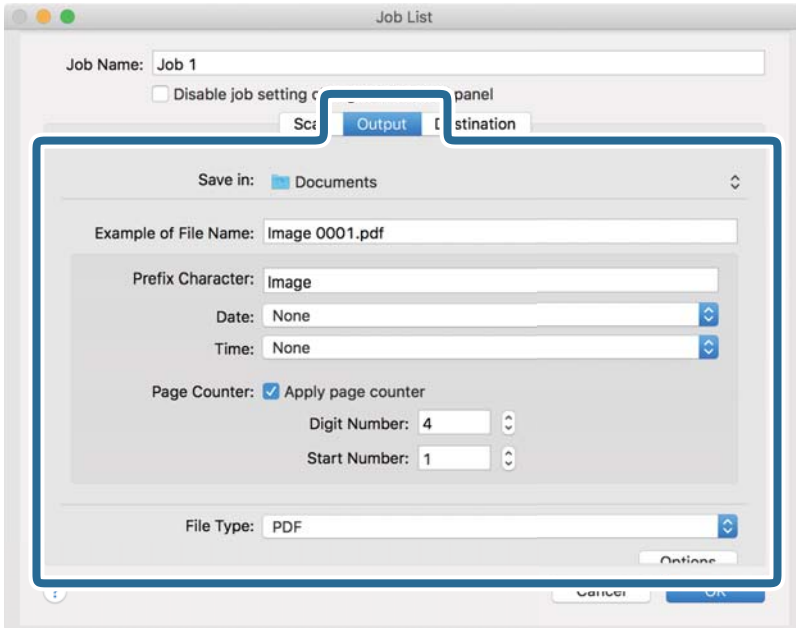
❏ **Save in**: Select the save folder for the scanned image.

❏ **Example of File Name**: Display an example of the file name for the current settings.

❏ **Prefix Character**: Set a prefix for the file name.

❏ **Date**: Add the date to the file name.

❏ **Time**: Add the time to the file name.

❏ **Page Counter**: Add the page counter to the file name.

❏ **File Type**: Select the save format from the list. Click **Options** to make detailed settings for the file.

7. Click **Destination**, and then select the **Destination**.

    Destination setting items are displayed according to the destination you selected. Make detailed settings as necessary. Click the ? (Help) icon for details on each item.
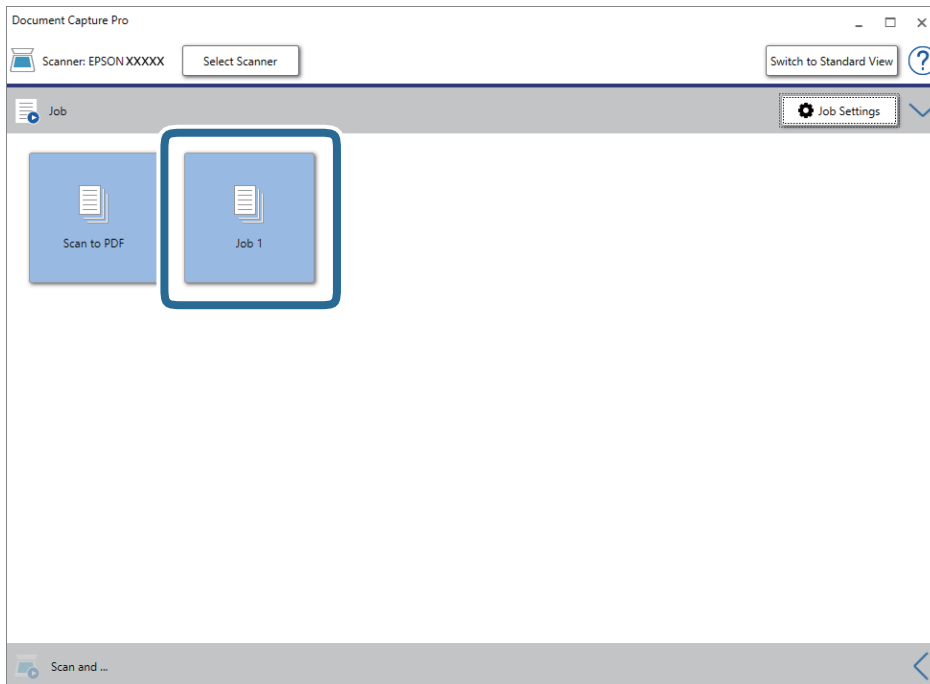

Note:
❏ *If you want to upload to a cloud service, you need to set up your account with the cloud service in advance.*

❏ *If you want to use Evernote as the destination, download the Evernote application from the Evernote Corporation Website and install it before using this feature.*

8. Click **OK** to close the job settings screen.

9. Click **OK** to close the **Job List** screen.

10. Place the original.

11. Select the job from the drop-down list, and then click the ⬚ icon.
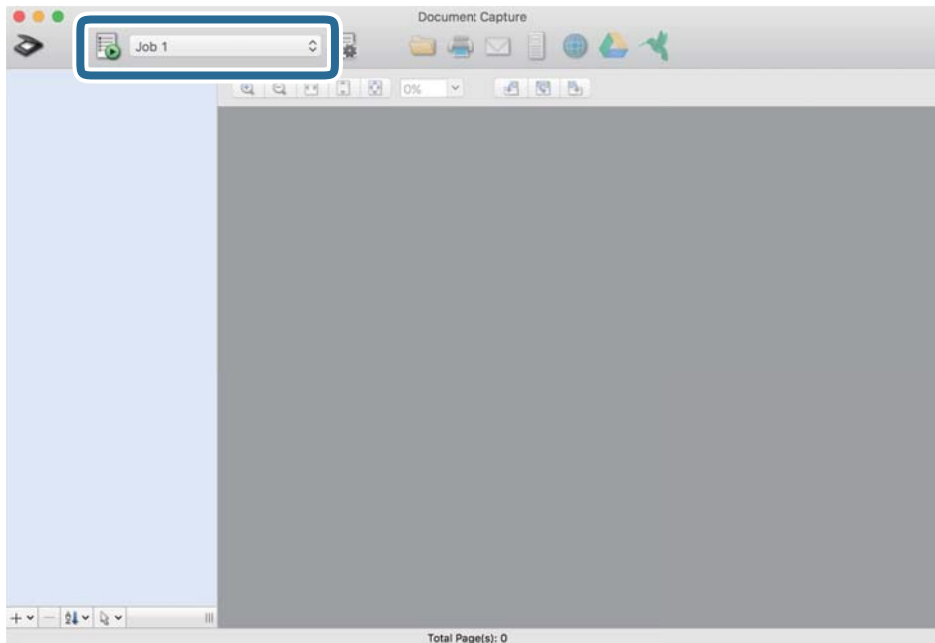
The selected job is performed.

12. Follow the on-screen instructions.

The scanned image is saved using the settings you made for the job.

Note:
You can scan the originals and send the scanned image without using the job. Click ⬚ *and make scanning settings, and then click* **Preview Scan***. Next, click the destination to which you want to send the scanned image.*

Related Information

➡ "Specifications of Originals and Placing Originals" on page 13
➡ "Document Capture Pro / Document Capture" on page 11

Advanced Scanning

Scanning Different Sizes or Types of Originals One by One Continuously (Automatic Feeding Mode)

You can scan different sizes or types of originals one by one using Automatic Feeding Mode. In this mode, the scanner starts scanning automatically when originals are loaded into the scanner. This feature is only available for Windows.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.

1. Start Document Capture Pro.

   ❏ Windows 10

   Click the start button, and then select **Epson Software** > **Document Capture Pro**.

   ❏ Windows 8.1/Windows 8

   Enter the application name in the search charm, and then select the displayed icon.

   ❏ Windows 7

   Click the start button, and then select **All Programs** > **Epson Software** > **Document Capture Pro**.

   Note:
   *You may need to select the scanner you want to use from the scanners list.*

2. Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window to open the Epson Scan 2 window.

3.   Select **Automatic Feeding Mode** on the **Main Settings** tab.
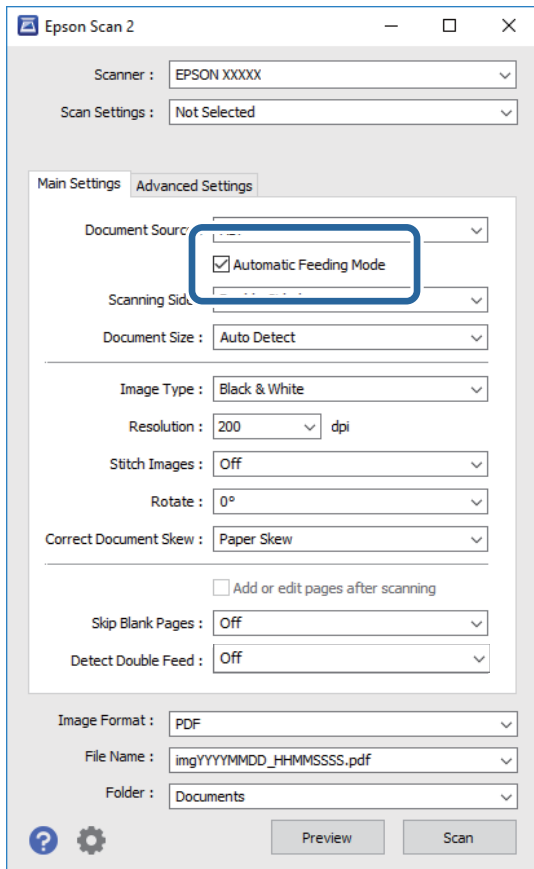
4.   Make other settings for scanning on the Epson Scan 2 main window.

5.   Click **Save**.

Automatic Feeding Mode starts.

The ⌨ light on the scanner turns on, and the **Automatic Feeding Mode** window is displayed on your computer.
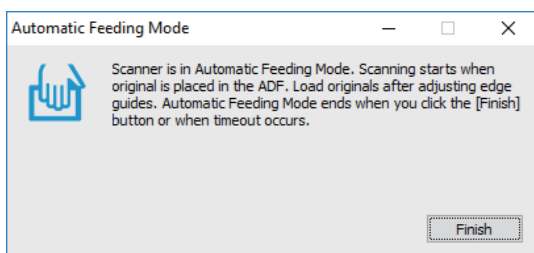
6.   Place the original into the scanner until it is fed automatically.

Scanning starts automatically.

7.   After scanning stops, place the next original into the scanner.

Repeat this procedure until you have scanned all originals.

Advanced Scanning

8. After you have scanned all originals, press the ♥ button on the scanner to close Automatic Feeding Mode.

   Note:
   ❏ *You can also close Automatic Feeding Mode by pressing* **Finish** *on the* **Automatic Feeding Mode** *window displayed on your computer.*

   ❏ *You can make timeout settings to finish* **Automatic Feeding Mode**.

     Select **Settings** *on the* **Document Source** *list to open the* **Document Source Settings** *window. Set* **Automatic Feeding Mode Timeout (minutes)** *on the window.*

   The scanned image is saved to the folder you specified.

   Related Information

   ➡ "Specifications of Originals and Placing Originals" on page 13

Scan Text Documents and Convert them to Text Data (OCR)

Saving as a Searchable PDF

You can save the scanned image as a Searchable PDF. This is a PDF in which searchable text data is embedded.

Note:
❏ *Text on the originals is recognized using Optical Character Recognition (OCR), and then embedded in the scanned image.*

❏ *This feature is only available when the EPSON Scan OCR component (Windows) or Epson Scan 2 OCR component (Mac OS) is installed.*

❏ *Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.*

1. Place the original.

2. Start Document Capture Pro.

Advanced Scanning

3. Click ◁ on the **Scan and** bar to display the destination screen.

   Skip this step if you have already displayed the destination screen.

4. Click **Scan Settings** to display the **Scan Settings** screen.

5. Make the scanning settings, and then click **OK**.

6. Click one of the destination icons.

   Scanning starts. After scanning, the **Save Settings** window or the **Transfer Settings** window is displayed.

7. Select the PDF from the **File Type** list.

8. Click **Option** to display the optional settings window.

9. Select **Create Searchable PDF**.

10. Make other settings on the **Save Settings** window or the **Transfer Settings** window, and then click **OK**.

    The scanned image is saved as a Searchable PDF.

Related Information

➡
➡
➡

Saving as an Office Format File (for Windows Only)

You can save the scanned image as a Microsoft® Office format file using Document Capture Pro.

You can select the following formats.

❏ Microsoft® Word (.docx)

❏ Microsoft® Excel® (.xlsx)

❏ Microsoft® PowerPoint® (.pptx)

Note:
❏ *Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server.*

❏ *This feature is only available when the EPSON Scan OCR component is installed.*

1. Place the original.

2. Start Document Capture Pro.

Advanced Scanning

3. Click [<] on the **Scan and** bar to display the destination screen.

   If you have already displayed the destination screen, skip this procedure.
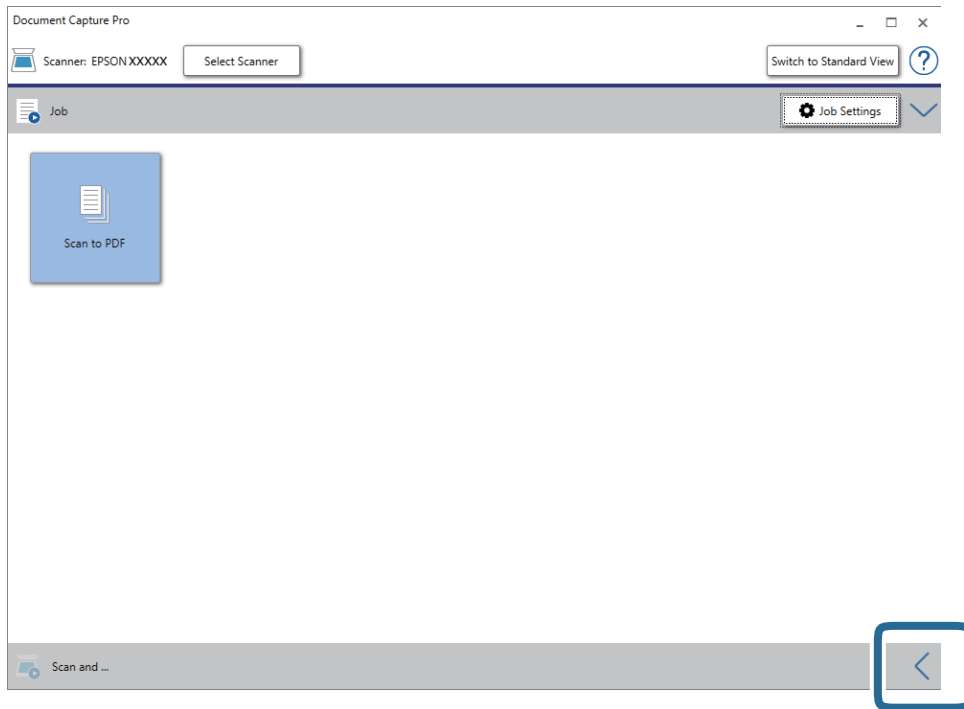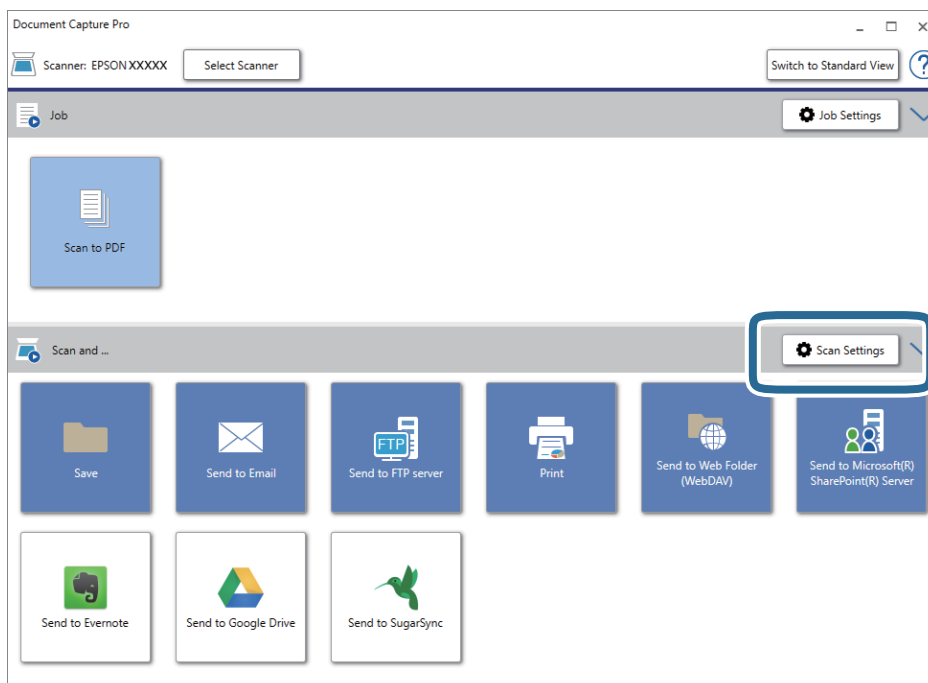
4. Click **Scan Settings** to display the **Scan Settings** screen.

5. Make the scanning settings, and then click **OK**.

6. Click one of the destination icons.

   Scanning starts. After scanning, the **Save Settings** window or **Transfer Settings** window is displayed.

Advanced Scanning

7. Select the Office format file you want to save as from the **File Type** list.

8. Click **Option** to display the optional settings window.

9. Make settings for each item in the window, and then click **OK**.

10. Make other settings on the **Save Settings** window or the **Transfer Settings** window, and then click **OK**.

    The scanned image is saved as an Office format file.

Related Information

➡ "Scanning Using Document Capture Pro (Windows)" on page 24
➡ "Specifications of Originals and Placing Originals" on page 13

Setting a Job (Scan, Save, and Send)

When performed in order, the following operations are known as a job: **1. Scan** > **2. Save** > **3. Send**.

By registering a series of operations in advance as a job using Document Capture Pro (Windows) or Document Capture (Mac OS), you can perform all of the operations by simply selecting the job.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server.

Creating and Registering a Job (Windows)

Explains how to set a job in Document Capture Pro. See the Document Capture Pro help for details on the features.

1. Start Document Capture Pro.

2. Click **Job Settings** on the top screen.

   The **Job List** is displayed.

3. Click **New Job**.

   The **Job Settings** screen is displayed.

4. Make job settings on the **Job Settings** screen.

   ❏ **Job Name**: Enter the name of the job you want to register.

   ❏ **Scan Settings**: Make scan settings such as the size of the originals or the resolution.

   ❏ **Save Settings**: Set the saving destination, the saving format, the naming rules of the files, and so on. You can sort and save continued scanned images automatically by using detection methods such as blank pages inserted between the originals or barcodes on the originals.

   ❏ **Destination Settings**: Select the destination of the scanned images. You can send them by email or forward them to an FTP server or Web server.

5. Click **OK** to return to the **Job List** screen.

   The created job is registered in the **Job List**.

6. Click **OK** to return to the top screen.

Creating and Registering a Job (Mac OS)

Explains how to set a job in Document Capture. See the Document Capture help for details on the features.

1. Start Document Capture.

2. Click the ⎙ icon on the main window.

   The **Job List** window is displayed.

3. Click the + icon.

   The **Job Settings** window is displayed.

4. Make the job settings on the **Job Settings** window.

   ❏ **Job Name**: Enter the name of the job you want to register.

   ❏ **Scan**: Make scan settings such as the size of the originals or the resolution.

   ❏ **Output**: Set the saving destination, the saving format, the naming rules of the files, and so on.

   ❏ **Destination**: Select the destination of the scanned images. You can send them by email or forward them to an FTP server or Web server.

5. Click **OK** to return to the **Job List** window.

   The created job is registered in the **Job List**.

6. Click **OK** to return to the main window.

Enabling a Job to Run from the Control Panel (Button Assignment)

By assigning a job to the scanner's control panel in advance using Document Capture Pro (Windows) or Document Capture (Mac OS), you can run jobs from the control panel.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server.

Assigning a Job to the Control Panel (Windows)

Explains how to assign a job to the scanner's control panel in Document Capture Pro. See the Document Capture Pro help for details on the features.

1. Start Document Capture Pro.

2. Click **Job Settings** on the top screen

   The **Job List** is displayed.

3. Click **Button Assignment**.

    The **Button Assignment** screen is displayed.

4. Select the job you want to run on the control panel from the pull-down menu.

5. Click **OK** to return to the **Job List** screen.

    The job is assigned to the scanner's control panel.

6. Click **OK** to return to the top screen.

Related Information

➡

➡

Assigning a Job to the Control Panel (Mac OS)

Explains how to assign a job to the scanner's control panel in Document Capture. See the Document Capture help for details on the features.

1. Start Document Capture.

2. Click the ⬚ icon on the main window.

    The **Job List** window is displayed.

3. Click the ⚙ ▾ icon and select **Event Settings**.

4. Select the job you want to run on the control panel from the pull-down menu.

5. Click **OK** to return to the **Job List** window.

    The job is assigned to the scanner's control panel.

6. Click **OK** to return to the main window.

Related Information

➡

➡

Separation Feature (for Windows Only)

You can use the separation feature when using Document Capture Pro.

By entering barcode or text information, you can automatically identify and separate or sort complicated documents using the barcode information on the document, or by inserting blank pages in between pages in a document.

When scanning multiple documents and using separator information or a specified number of pages to separate the document into multiple files, each separated file can be saved to a specific folder.

Advanced Scanning

For example, you can make separation settings such as the following.

Note:
Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server.

Split the data every three pages and save as multi-page PDFs (fixed pages)
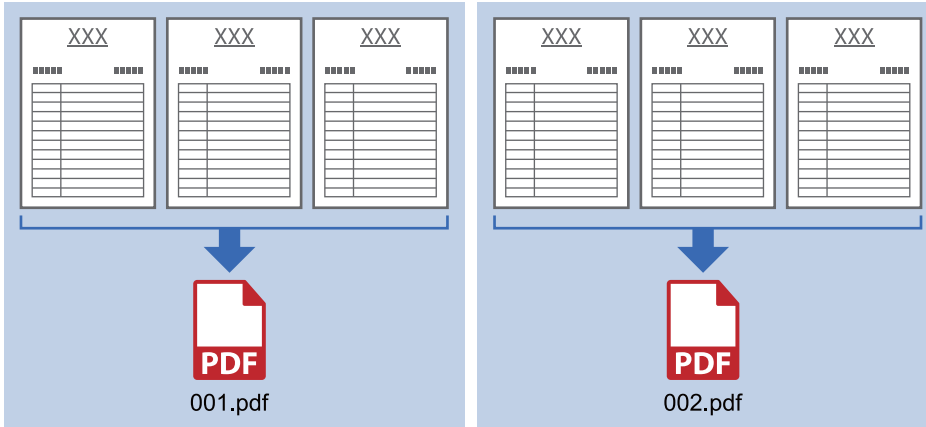
Enter barcode information and save as multi-page PDFs

Enter barcode information and separate into folders
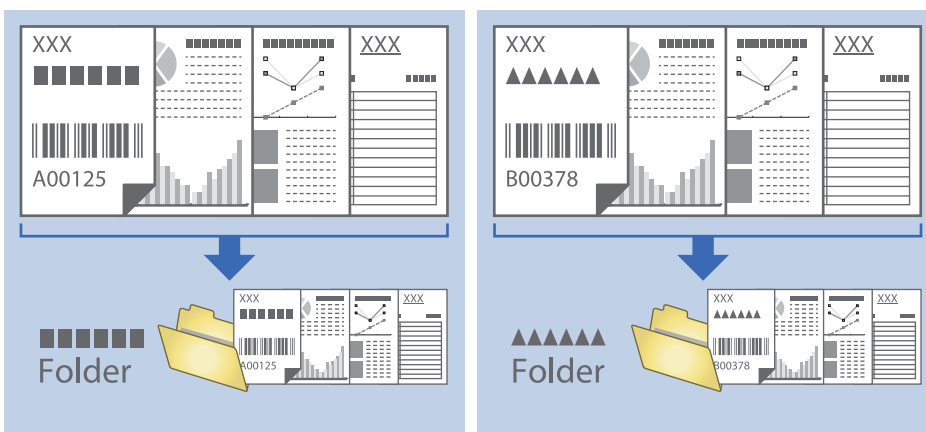
Sorting and Saving Scanned Images into a Separate Folder

You can sort scanned images automatically and save them to a separate folder using Document Capture Pro.

To sort scanned images, you can use a variety of detection methods such as blank pages inserted between the originals or barcodes on the originals.

1. Prepare the originals including indicators, such as blank pages, between the pages where you want to separate the scanned images.

2. Start Document Capture Pro.

3. Click **Job Settings**.
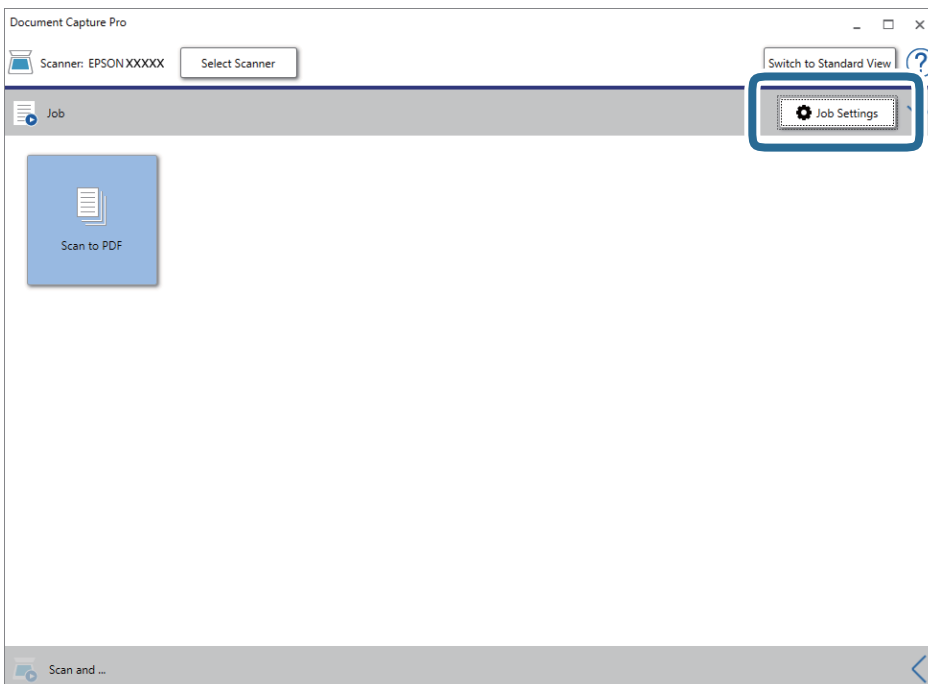
4. Click **New Job**.
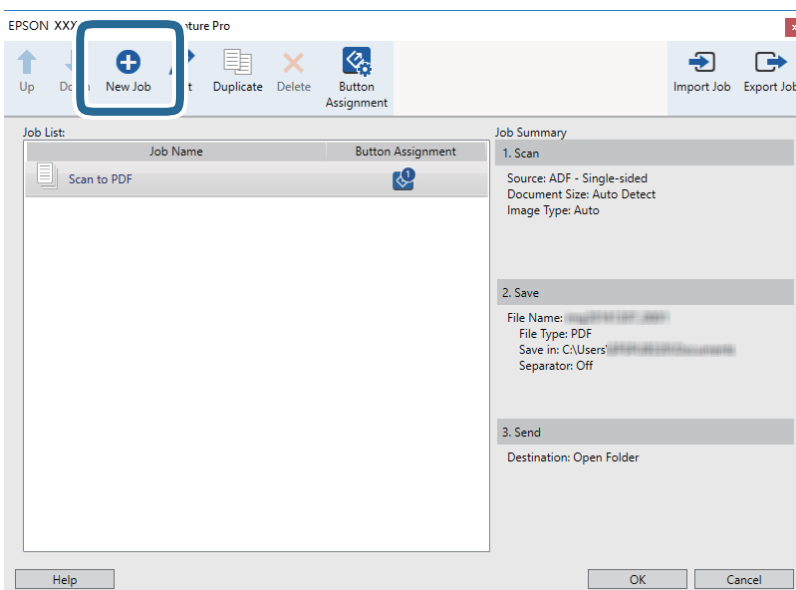
Advanced Scanning

5. Set the **Job Name**.
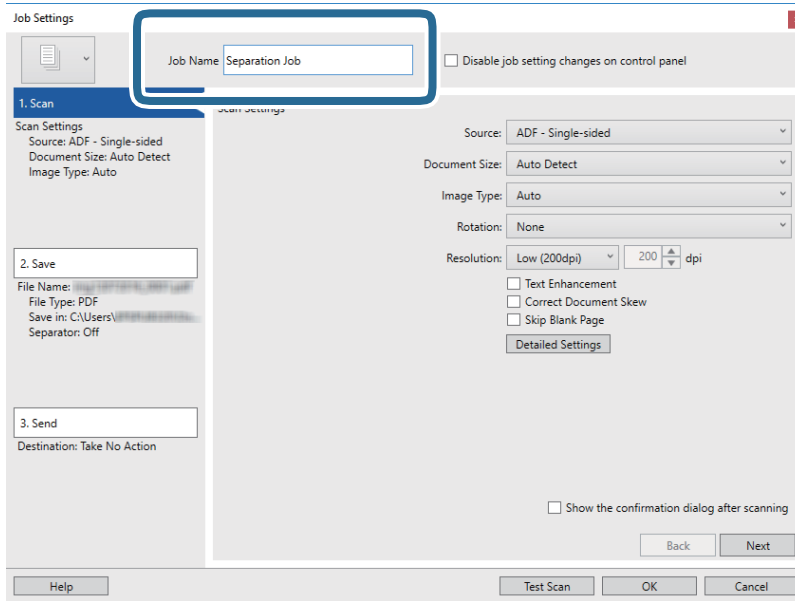
6. Make scanning settings on the **1. Scan** tab.

   You can scan the original continuously using **Automatic Feeding Mode**. Click **Detailed Settings** and select **Automatic Feeding Mode**.
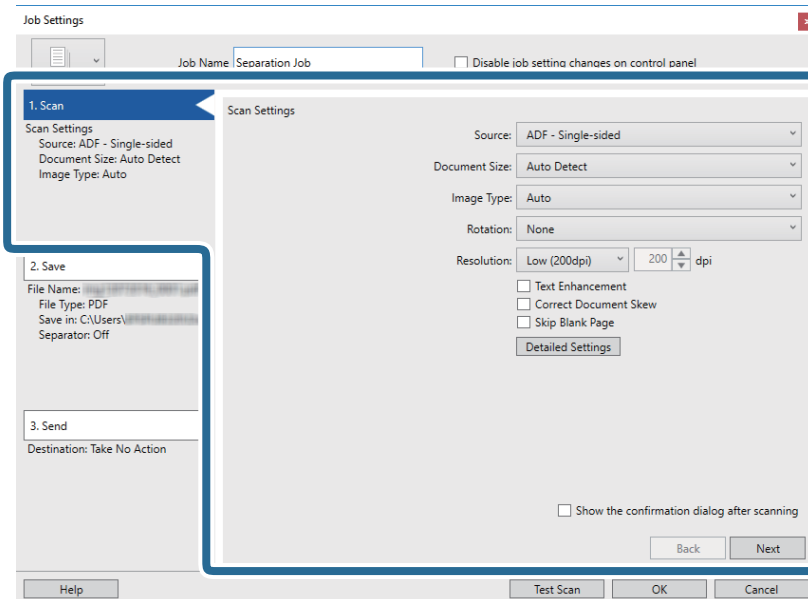
7. Click **2. Save**, make the save settings, and then select **Apply job separation**.
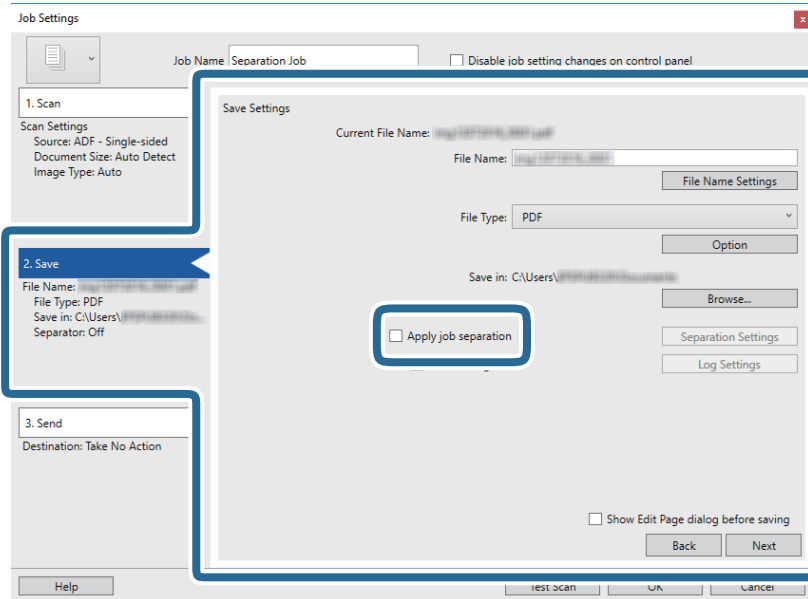
8. Click **Separation Settings**.
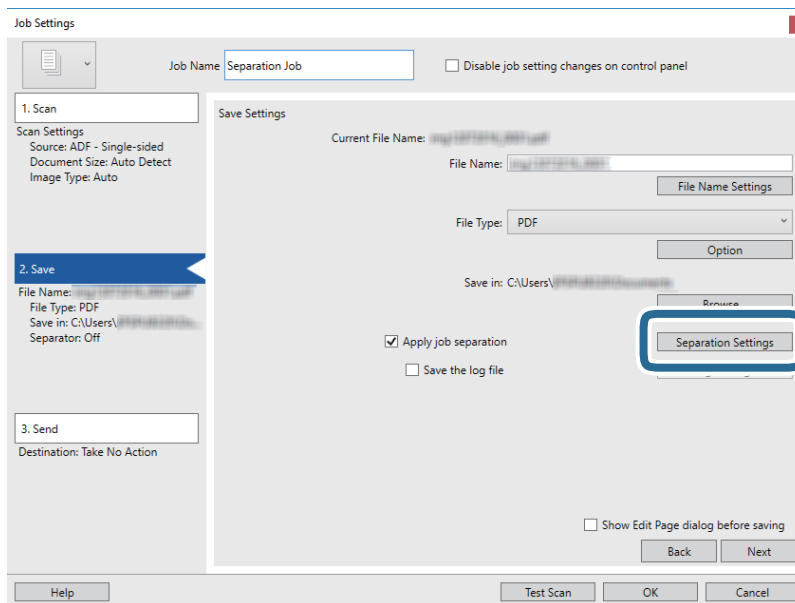
Advanced Scanning

9. Select **Separator** on the **Job Separation Settings** screen.

❏ **Fixed Page**: Select to separate by each specified page and split into files.

❏ **Blank Page**: Select to separate by detecting blank pages.

❏ **Barcode**: Select to separate by detecting barcodes.

❏ **OCR**: Select to detect characters using OCR (Optical Character Recognition) and separate accordingly.

❏ **Patch Code**: Select to separate by detecting the **Patch Code**.

10. Set detailed settings for separation, and then click **OK**.

Settings for separation vary depending on the **Separator** you selected. For details on the settings for separation, click **Help** on the window and see the help for Document Capture Pro.

11. Click **3. Send**, and then select the **Destination**.

    Destination setting items are displayed according to the destination you selected. Make detailed settings as necessary. Click **Help** for details on each item.
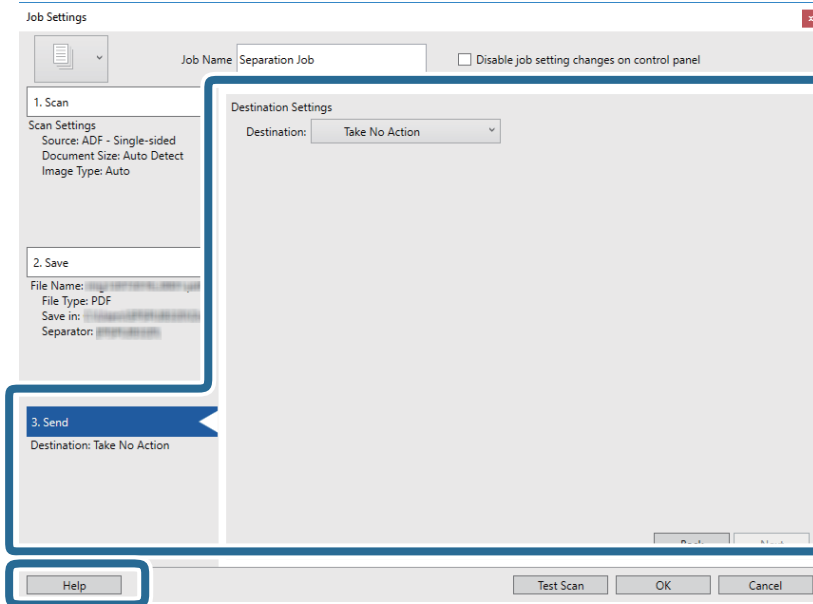
12. Click **OK** to close the **Job Settings** screen.

13. Click **OK** to close the job list screen.

    The separation job is created.

14. Place the original.

15. Click the job icon.
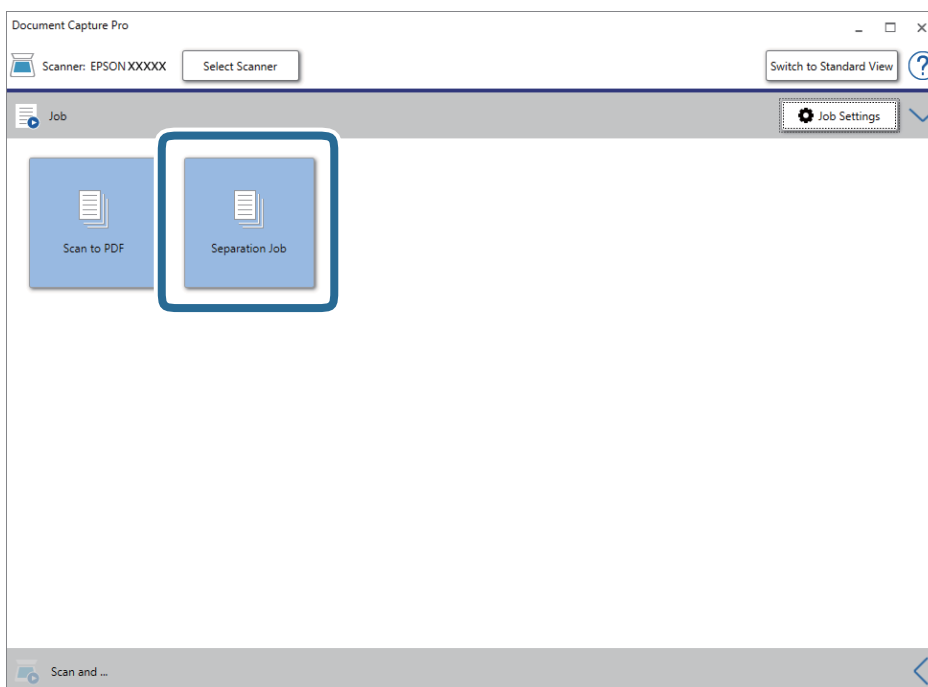
Advanced Scanning

The separation job is performed.

16. Follow the on-screen instructions.

    The scanned image is separated and saved using the settings you made for the job.

Related Information

➡ "Scanning Using Document Capture Pro (Windows)" on page 24
➡ "Specifications of Originals and Placing Originals" on page 13

Maintenance

Cleaning Outside the Scanner

Wipe off any stains on the outer case with a dry cloth or a cloth dampened with mild detergent and water.

> **Important:**
> ❏ *Never use alcohol, thinner, or any corrosive solvent to clean the scanner. Deformation or discoloration may occur.*
>
> ❏ *Do not let water get inside the product. This could cause a malfunction to occur.*
>
> ❏ *Never open the scanner case.*

1. Remove the USB cable.

2. Clean the outer case with a cloth dampened with mild detergent and water.

Cleaning Inside the Scanner

After using the scanner for a while, paper and room dust on the roller or the glass part inside the scanner may cause paper feed or scanned image quality problems. If this occurs, clean the inside of the scanner using the Cleaning Sheet that is exclusively for your product.

> **Important:**
> ❏ *Only use the Cleaning sheet supplied with your product, otherwise scanner components could be damaged.*
>
> ❏ *Never use alcohol, thinner, or any corrosive solvent to clean the scanner. Deformation or discoloration may occur.*
>
> ❏ *Never spray any liquid or lubricant on the scanner. Damage to equipment or circuits may cause abnormal operations.*
>
> ❏ *Never open the scanner case.*

1. Make sure that the product is connected to your computer and turned on.

2. Load the Cleaning sheet into the product.
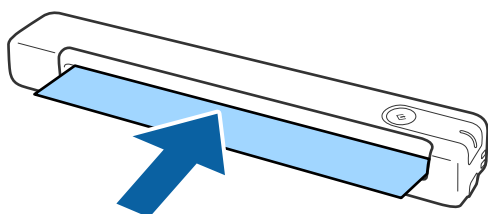
3. Start Epson Scan 2 Utility.

   ❏ Windows 10

   Click the start button, and then select **All apps** > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

Start screen > **Apps** > **Epson** > **Epson Scan 2 Utility**.

❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

Click the start button, and then select **All Programs** (or **Programs**) > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

❏ Mac OS

Select **Go** > **Applications** > **EPSON Software** > **Epson Scan 2 Utility**.

4. Click the **Maintenance** tab.

5. Click the **Cleaning** button.

Cleaning starts. Wait about 30 seconds.

The Cleaning sheet is ejected automatically when cleaning is complete.

Try repeating this procedure if the scanner is not cleaned at the first attempt.

Note:
❏ *If dirt still remains, try using the Cleaning sheet (wet) sold as a Maintenance Sheet in the Epson store. Remove the Cleaning sheet (wet) from its bag, unfold it, and then follow the same steps as when cleaning the product using the Cleaning sheet. The Cleaning sheet (wet) can only be used once. If you cannot clean the product using the Cleaning sheet (wet), contact your Epson dealer. Do not disassemble your product. The best before date for the Cleaning sheet (wet) is approximately three years from the production date printed on the package.*

❏ *The Cleaning sheet, Cleaning sheet (wet), and Calibration sheet are available as a Maintenance Sheet from your nearest Epson store.*

❏ *The Cleaning sheet can be used more than once. However, if it begins to lose its effect, purchase a new Cleaning sheet.*

❏ *Cleaning does not start if the product's batteries are running low.*

Related Information

➡

Scanner Adjustment Using the Calibration Sheet

You can adjust the scanned image quality using the Calibration sheet supplied with your product.

Perform calibration in the following situations.

❏ The results are blurred

❏ The colors differ from the original

❏ The density differs from the original

❏ Vertical lines appear in the results

1. Make sure that the product is connected to your computer and turn on.

2. Load the Calibration sheet into the product.
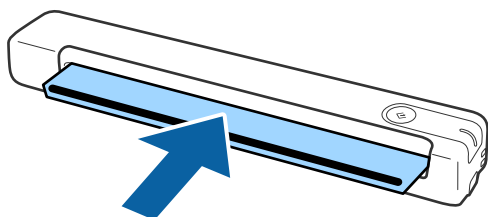
Note:
Before loading the Calibration sheet into the scanner, make sure there is no dust or dirt on the Calibration sheet.

3. Start Epson Scan 2 Utility.

   ❏ Windows 10

   Click the start button, and then select **All apps** > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

   ❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

   Start screen > **Apps** > **Epson** > **Epson Scan 2 Utility**.

   ❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

   Click the start button, and then select **All Programs** (or **Programs**) > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

   ❏ Mac OS

   Select **Go** > **Applications** > **EPSON Software** > **Epson Scan 2 Utility**.

4. Click the **Maintenance** tab.

5. Click the **Calibration** button.

   Calibration starts. Wait about one minute.

The Calibration sheet is ejected automatically when calibration is complete.

Note:
❏ *If performing calibration does not improve the image quality, contact your Epson dealer.*

❏ *You can use the Calibration sheet more than once.*

❏ *The Cleaning sheet and the Calibration sheet are available as a Maintenance Sheet from your nearest Epson store.*

❏ *Calibration does not start if the product's batteries are running low.*

Related Information

➡ "Maintenance Sheet Codes" on page 12

Energy Saving

You can save energy by using the sleep mode when no operations are performed by the scanner. You can set the time period before the scanner enters sleep mode. Any increase will affect the product's energy efficiency. Consider the environment before making any changes.

1. Start Epson Scan 2 Utility.

   ❏ Windows 10/Windows Server 2016

      Click the start button, and then select **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

   ❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

      Start screen > **Apps** > **Epson** > **Epson Scan 2 Utility**.

   ❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

      Click the start button, and then select **All Programs** (or **Programs**) > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

   ❏ Mac OS

      Select **Go** > **Applications** > **EPSON Software** > **Epson Scan 2 Utility**.

2. Click the **Power Save** tab.

3. Set the **Sleep Timer (minutes)**, and then click **Set**.
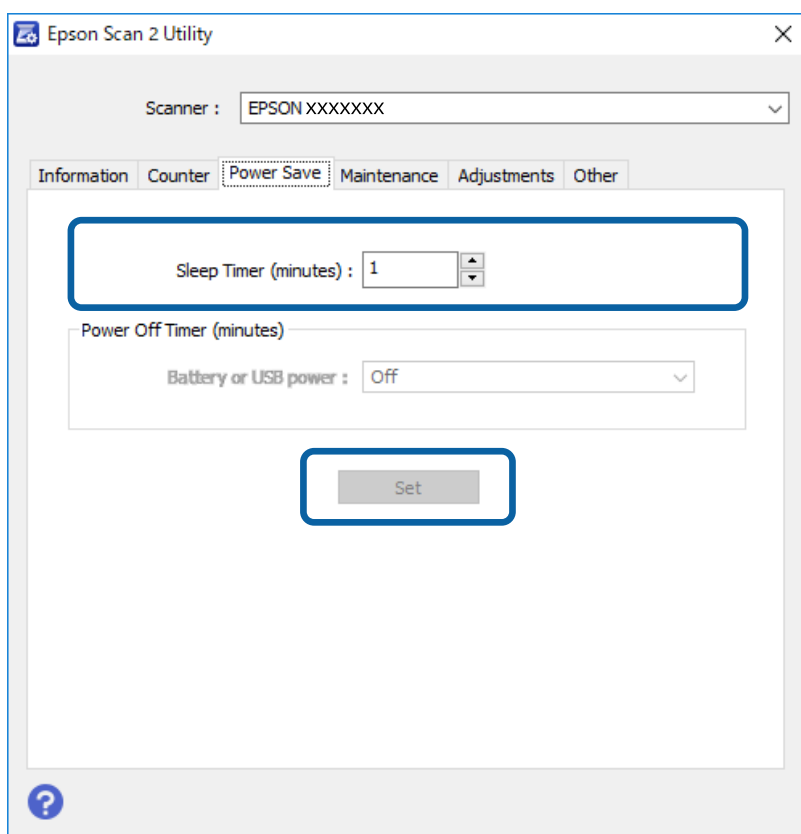
Carrying the scanner

When you need to carry or transport the scanner to move it or to make repairs, follow the steps below to pack the scanner.

> ⚠️ *Caution:*
> ❏ *Strong impacts may damage the scanner.*
>
> ❏ *Do not expose the scanner to direct sunlight or leave it near heaters, in locations subject to high temperatures such as inside a car, and so on. The heat may cause the body to deform.*
>
> ❏ *We recommend taking the scanner as hand luggage on airplanes. Contact your airline to confirm if you can take the device on their airplanes. Depending on handling at the airport, the scanner could be damaged by a strong impact.*

1. Remove the USB cable.

2. When transporting the scanner, attach the packing materials that came with the scanner, and then repack the scanner in its original box or a sturdy box.

Updating Applications and Firmware

You may be able to clear certain problems and improve or add functions by updating the applications and the firmware. Make sure you use the latest version of the applications and firmware.

> ❗ *Important:*
> ❏ *Do not turn off the computer or the scanner while updating.*

1. Make sure that the scanner and the computer are connected, and the computer is connected to the internet.

2. Start EPSON Software Updater, and update the applications or the firmware.

   Note:
   Windows Server operating systems are not supported.

   ❏ Windows 10

   Click the start button, and then select **Epson Software** > **EPSON Software Updater**.

   ❏ Windows 8.1/Windows 8

   Enter the application name in the search charm, and then select the displayed icon.

   ❏ Windows 7/Windows Vista/Windows XP

   Click the start button, and then select **All Programs** or **Programs** > **Epson Software** > **EPSON Software Updater**.

   ❏ Mac OS

   Select **Go** > **Applications** > **Epson Software** > **EPSON Software Updater**.

Note:
If you cannot find the application you want to update in the list, you cannot update using the EPSON Software Updater. Check for the latest versions of the applications on your local Epson website.

http://www.epson.com

Solving Problems

Scanner Problems

Scanner Lights Indicate an Error

Check the following if the scanner lights indicate an error.

❏ Make sure there are no originals jammed in the scanner.

❏ Make sure the scanner is connected to your computer properly.

❏ Make sure Epson Scan 2 is installed correctly.

❏ If the firmware update fails and the scanner enters recovery mode, update the firmware again using a USB connection.

❏ Disconnect and then re-connect the USB cable to the computer. If this does not solve the problem, the scanner may be malfunctioning, or the light source in the scanner unit may need to be replaced. Contact your dealer.

Related Information

➡

The Scanner Does Not Turn On

❏ Make sure the USB cable is securely connected to the scanner and the computer.

❏ Connect the scanner directly to the computer's USB port. The scanner may not work properly when connected to the computer through one or more USB hubs.

❏ Use the USB cable that came with the scanner.

❏ Wait a second after connecting the USB cable. It may take a few seconds until the scanner turns on.

Problems Starting Scanning

Cannot Start Document Capture Pro (Windows) or Document Capture (Mac OS)

❏ Make sure the following software is installed:

❏ Document Capture Pro (Windows) or Document Capture (Mac OS)

❏ Epson Scan 2

❏ Epson Event Manager

If the software is not installed, reinstall it again.

Solving Problems

❏ Document Capture Pro does not support Windows Vista, Windows XP, and Windows Server. Use Epson Scan 2 instead.

❏ Check the correct setting is assigned to the scanner button in Document Capture Pro (Windows) or Document Capture (Mac OS).

❏ Check the USB cable connection.

  ❏ Make sure the USB cable is securely connected to the scanner and the computer.

  ❏ Use the USB cable that came with the scanner.

  ❏ Connect the scanner directly to the computer's USB port. The scanner may not work properly when connected to the computer through one or more USB hubs.

❏ Make sure the scanner is turned on.

❏ Wait until the status light stops flashing indicating that the scanner is ready to scan.

❏ If you are using any TWAIN-compliant applications, make sure that the correct scanner is selected as the scanner or source setting.

Related Information

➡ "Scanning Using a Scanner Button" on page 24

➡ "Installing Your Applications" on page 65

➡ "Epson Scan 2" on page 11

Removing Jammed Originals from the Scanner

If paper jams inside the scanner, slowly remove the jammed paper by gently pulling it in which ever direction offers the least resistance.
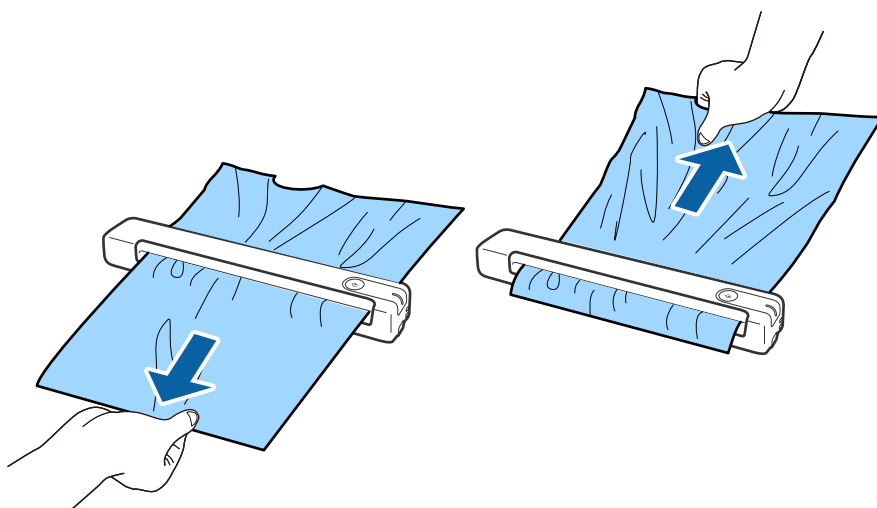
Note:
❏ *If a piece of paper gets stuck in the roller and remains inside the scanner, remove it slowly with a pair of tweezers in the direction of the output slot. If you cannot remove it, contact your local dealer.*

❏ *Do not pull the jammed paper too forcefully, otherwise the document may be damaged slightly.*

The Originals Get Dirty

Clean the inside of the scanner.

Related Information

➡

Scanning Takes a Long Time

❏ When the resolution is high, scanning may take some time.

❏ Computers with USB 2.0 (Hi-Speed) ports can scan faster than those with USB 1.1 ports. If you are using a USB 2.0 port with the scanner, make sure it meets the system requirements.

❏ When using security software, exclude the TWAIN.log file from monitoring, or set the TWAIN.log as a read-only file. For more information on your security software's functions, see the help and so on supplied with the software. The TWAIN.log file is saved in the following locations.

  ❏ Windows 10/Windows 8.1/ Windows 8/ Windows 7/ Windows Vista:

    C:\Users\(user name)\AppData\Local\Temp

  ❏ Windows XP:

    C:\Documents and Settings\(user name)\Local Settings\Temp

Scanned Image Problems

Streaks Appear in the Scanned Image

Streaks may appear in the image when trash or dirt gets into the scanner.

❏ Clean the inside of the scanner.

❏ Remove any trash or dirt that adheres to the original.

❏ Avoid operating the scanner in direct sunlight, otherwise streaks may appear in the image.

Related Information

➡

Offset Appears in the Background of Images

Images on the back of the original may appear in the scanned image.

Solving Problems

❏ When **Auto**, **Color**, or **Grayscale** is selected as the **Image Type**.

  ❏ Check that **Remove Background** is selected. This feature is only available for Windows.

    Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window, and then click the **Advanced Settings** tab on the Epson Scan 2 window > **Remove Background**.

  ❏ Check that **Text Enhancement** is selected.

    Click **Scan Settings** > **Text Enhancement**.

❏ When **Black & White** is selected as the **Image Type**.

  ❏ Check that **Text Enhancement** is selected.

    Click **Scan Settings** > **Text Enhancement**.

    Depending on the condition of your scanned image, click **Settings** and try setting a lower level for **Edge Enhancement** or a higher level for **Noise Reduction Level**. This feature is only available for Windows.

Scanned Image or Text is Blurred

You can adjust the appearance of the scanned image or text by increasing the resolution or adjusting the image quality.

❏ Change the resolution, and then scan again.

  Set the appropriate resolution for the purpose of your scanned image.

  Click **Scan Settings** > **Resolution** on the **Scan Settings** window.

❏ Check that **Text Enhancement** is selected.

  Click **Scan Settings** > **Text Enhancement** on the **Scan Settings** window.

  ❏ When **Black & White** is selected as the **Image Type**.

    Depending on the condition of your scanned image, click **Settings** and try setting a lower level for **Edge Enhancement** or a higher level for **Noise Reduction Level**. This feature is only available for Windows.

❏ If you are scanning in JPEG format, try to change the compression level.

  Click **Option** on the **Save Settings** window .

List of Recommended Resolutions to Suit Your Purpose

See the table and set the appropriate resolution for the purpose of your scanned image.

Purpose	Resolution (Reference)
Displaying on a screen Sending by email	Up to 200 dpi
Using Optical Character Recognition (OCR) Creating a text searchable PDF	200 to 300 dpi
Printing using a printer Sending by fax	200 to 300 dpi

Moiré Patterns (Web-Like Shadows) Appear

If the original is a printed document, moiré patterns (web-like shadows) may appear in the scanned image.

❏ Check that **Descreening** is selected. This feature is only available for Windows.

Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window, and then click the **Advanced Settings** tab on the Epson Scan 2 window > **Descreening**.

❏ Change the resolution, and then scan again.

Click **Scan Settings** > **Resolution** on the **Scan Settings** window.

Related Information

➜

The Edge of the Original is Not Scanned when Automatically Detecting the Size of the Original

Depending on the original, the edge of the original may not scanned when automatically detecting the size of the original.

❏ Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window, and then click the **Main Settings** tab > **Document Size** > **Settings**. On the **Document Size Settings** window, adjust **Crop Margins for Size "Auto"**.

This feature is only available for Windows.

❏ Depending on the original, the area of the original may not be detected correctly when using the **Auto Detect** feature. Select the appropriate size of the original from the **Document Size** list.

Click **Scan Settings** >**Document Size**.

Note:
*If the size of the original you want to scan is not on the list, select **Customize**, and then create the size manually. This feature is only available for Windows.*

*Click **Scan Settings** > **Detailed Settings** on the **Scan Settings** window, click the **Main Settings** tab > **Document Size** > **Settings**, and then select **Customize***

Character is not Recognized Correctly

Check the following to increase the recognition rate of OCR (Optical Character Recognition).

❏ Check that the original is placed straight.

❏ Use an original with clear text. Text recognition may decline for the following types of originals.

    ❏ Originals that have been copied a number of times

    ❏ Originals received by fax (at low resolutions)

    ❏ Originals on which the letter spacing or line spacing is too small

    ❏ Originals with ruled lines or underlining over the text

    ❏ Originals with hand-written text

    ❏ Originals with creases or wrinkles

❏ Paper type made of thermal paper such as receipts may deteriorate due to age or friction. Scan them as soon as possible.

❏ When saving to Microsoft® Office or **Searchable PDF** files, check that the correct languages are selected.

    Check the **Language** in each save setting window.

Related Information

➡

➡

Expanding or Contracting the Scanned Image

When expanding or contracting the scanned image, you can adjust the expansion ratio by using the **Adjustments** feature in Epson Scan 2 Utility. This feature is only available for Windows.

Note:
Epson Scan 2 Utility is one of the applications supplied with the scanner software.

1. Start Epson Scan 2 Utility.

    ❏ Windows 10/Windows Server 2016

        Click the start button, and then select **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

    ❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

        Enter the application name in the search charm, and then select the displayed icon.

    ❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

        Click the start button, and then select **All Programs** or **Programs** > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

2. Select the **Adjustments** tab.

3. Use **Expansion/Contraction** to adjust the expansion ratio for scanned images.

4. Click **Set** to apply the settings to the scanner.

Cannot Solve Problems in the Scanned Image

If you have tried all of the solutions and have not solved the problem, initialize the application settings by using Epson Scan 2 Utility.

Note:
Epson Scan 2 Utility is one of the applications supplied with the scanner software.

1. Start Epson Scan 2 Utility.

   ❏ Windows 10/Windows Server 2016

   Click the start button, and then select **EPSON** > **Epson Scan 2 Utility**.

   ❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

   Enter the application name in the search charm, and then select the displayed icon.

   ❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

   Click the start button, and then select **All Programs** or **Programs** > **EPSON** > **Epson Scan 2** > **Epson Scan 2 Utility**.

   ❏ Mac OS

   Select **Go** > **Applications** > **Epson Software** > **Epson Scan 2 Utility**.

2. Select the **Other** tab.

3. Click **Reset**.

   Note:
   If initialization does not solve the problem, uninstall and re-install Epson Scan 2.

Uninstalling and Installing Applications

Uninstalling Your Applications

You may need to uninstall and then reinstall your applications to solve certain problems or if you upgrade your operating system. Log on to your computer as an administrator. Enter the administrator password if the computer prompts you.

Uninstalling Your Applications for Windows

1. Quit all running applications.

2. Disconnect the scanner from your computer.

3. Open the Control Panel:

   ❏ Windows 10/Windows Server 2016

   Right-click the start button or press and hold it, and then select **Control Panel**.

   ❏ Windows 8.1/Windows 8/Windows Server 2012 R2/Windows Server 2012

   Select **Desktop** > **Settings** > **Control Panel**.

   ❏ Windows 7/Windows Vista/Windows XP/Windows Server 2008 R2/Windows Server 2008/Windows Server 2003 R2/Windows Server 2003

   Click the start button and select **Control Panel**.

Solving Problems

4. Open **Uninstall a program** (or **Add or Remove Programs**):

❏ Windows 10/Windows 8.1/Windows 8/Windows 7/Windows Vista/Windows Server 2016/Windows Server 2012 R2/Windows Server 2012/Windows Server 2008 R2/Windows Server 2008

   Select **Uninstall a program** in **Programs**.

❏ Windows XP/Windows Server 2003 R2/Windows Server 2003

   Click **Add or Remove Programs**.

5. Select the application you want to uninstall.

6. Uninstall the applications:

❏ Windows 10/Windows 8.1/Windows 8/Windows 7/Windows Vista/Windows Server 2016/Windows Server 2012 R2/Windows Server 2012/Windows Server 2008 R2/Windows Server 2008

   Click **Uninstall/Change** or **Uninstall**.

❏ Windows XP/Windows Server 2003 R2/Windows Server 2003

   Click **Change/Remove** or **Remove**.

Note:
If the User Account Control window is displayed, click Continue.

7. Follow the on-screen instructions.

Note:
*A message may be displayed prompting you to restart your computer. If it is displayed, make sure **I want to restart my computer now** is selected, and then click **Finish**.*

Uninstalling Your Applications for Mac OS

Note:
Make sure you installed EPSON Software Updater.

1. Download the Uninstaller using EPSON Software Updater.

   Once you have downloaded the Uninstaller, you do not need to download it again each time you uninstall the application.

2. Disconnect the scanner from your computer.

3. To uninstall the scanner driver, select **System Preferences** from the ▇ menu > **Printers & Scanners** (or **Print & Scan**, **Print & Fax**), and then remove the scanner from the enabled scanner list.

4. Quit all running applications.

5. Select **Go** > **Applications** > **Epson Software** > **Uninstaller**.

6. Select the application you want to uninstall, and then click Uninstall.

> ❗ *Important:*
>
> *The Uninstaller removes all drivers for Epson scanners on the computer. If you use multiple Epson scanners and you only want to delete some of the drivers, delete all of them first, and then install the necessary scanner drivers again.*

Note:
*If you cannot find the application you want to uninstall in the application list, you cannot uninstall using the Uninstaller. In this situation, select **Go** > **Applications** > **Epson Software**, select the application you want to uninstall, and then drag it to the trash icon.*

Installing Your Applications

Follow the steps below to install the necessary applications.

Note:

❑ *Log on to your computer as an administrator. Enter the administrator password if the computer prompts you.*

❑ *When reinstalling applications, you need to uninstall them first.*

1. Quit all running applications.

2. When installing Document Capture Pro (Windows) or Document Capture (Mac OS), disconnect the scanner and the computer temporarily.

    Note:
    Do not connect the scanner and the computer until you are instructed to do so.

3. Install the application by following the instructions on the Website below.

    http://epson.sn

    Note:
    For Windows, you can also use the software disc that came with the scanner.

Technical Specifications

General Scanner Specifications

Note:
Specifications are subject to change without notice.

Scanner type	Portable sheet-feed, simplex A4 color scanner
Photoelectric device	CIS
Effective pixels	5,100×8,400 at 600 dpi 2,550×21,600 at 300 dpi (long paper)
Light source	RGB LED
Scanning resolution	600 dpi (main scan) 600 dpi (sub scan)
Output resolution	50 to 1,200 dpi (in 1 dpi increments)[*1]
Document Size	Max: 216×1,828.8 mm (8.5×72 in.) Min: 50.8×50.8 mm (2×2 in.)
Paper input	Face-up loading
Paper output	Face-up ejection
Paper capacity	1 sheet (80g/m2)
Color Depth	Color ❑ 48 bits per pixel internal (16 bits per pixel per color internal) ❑ 24 bits per pixel external (8 bits per pixel per color external) Grayscale ❑ 16 bits per pixel internal ❑ 8 bits per pixel external Black and white ❑ 16 bits per pixel internal ❑ 1 bit per pixel external
Interface	USB 2.0 (Hi-speed USB)

[*1]   50 to 300 dpi (355.6 to 1,828.8 mm (14 to 72 in.) in length)

Dimensional Specifications

Dimensions	Width: 272 mm (10.7 in.)
	Depth: 47 mm (1.9 in.)
	Height: 34.3 mm (1.4 in.)*
Weight	Approx. 0.27 kg (0.6 lb)

*   Without protruding parts.

Electrical Specifications

Scanner Electrical Specifications

Rated DC Input Power Supply Voltage	DC 5 V
Rated DC Input Current	0.5 A
Power Consumption	❏ Operating: Approx. 2.1 W
	❏ Ready mode: Approx. 1.1 W
	❏ Sleep mode: Approx. 0.4 W
	❏ Power off: 0.1 W or below

Environmental Specifications

Temperature	When operating	5 to 35 °C (41 to 95 °F)
	When stored	−25 to 60 °C (−13 to 140 °F)
Humidity	When operating	10 to 85% (without condensation)
	When stored	10 to 90% (without condensation)
Operating conditions		Avoid operating the scanner in direct sunlight, near a strong light source, or in extremely dusty conditions.

System Requirements

The following shows the system requirements for Epson Scan 2. Some applications may not support all of the operating systems.

Technical Specifications

Windows	Windows 10 (32-bit, 64-bit)
	Windows 8.1 (32-bit, 64-bit)
	Windows 8 (32-bit, 64-bit)
	Windows 7 (32-bit, 64-bit)
	Windows Vista (32-bit, 64-bit)
	Windows XP Professional x64 Edition Service Pack 2
	Windows XP (32-bit) Service Pack 3
	Windows Server 2016
	Windows Server 2012 R2
	Windows Server 2012
	Windows Server 2008 R2
	Windows Server 2008 (32-bit, 64-bit)
	Windows Server 2003 R2 (32-bit, 64-bit)
	Windows Server 2003 (32-bit, 64-bit) Service Pack 2
Mac OS[*1][*2]	macOS High Sierra
	macOS Sierra
	OS X El Capitan
	OS X Yosemite
	OS X Mavericks
	OS X Mountain Lion
	Mac OS X v10.7.x
	Mac OS X v10.6.8

*1   Fast User Switching on Mac OS or later is not supported.

*2   The UNIX File System (UFS) for Mac OS is not supported.

Standards and Approvals

Standards and Approvals for U.S. Model

Safety	UL60950-1
	CAN/CSA-C22.2 No. 60950-1
EMC	FCC Part 15 Subpart B Class B
	ICIS-033 Class B

Standards and Approvals for European Model

The following model is CE marked and in compliance with all the applicable EU Directives. For further details, visit the following website to access the full declaration of conformities containing reference to the Directives and harmonized standards used to declare conformity.

http://www.epson.eu/conformity

J421B

To comply with RF exposure compliance requirements, a distance of at least 20 cm must be maintained at all times between this unit and people in the vicinity.

Standards and Approvals for Australian Models

EMC	AS/NZS CISPR32 Class B

Where to Get Help

Technical Support Web Site

If you need further help, visit the Epson support website shown below. Select your country or region and go to the support section of your local Epson website. The latest drivers, FAQs, manuals, or other downloadables are also available from the site.

http://support.epson.net/

http://www.epson.eu/Support (Europe)

If your Epson product is not operating properly and you cannot solve the problem, contact Epson support services for assistance.

Contacting Epson Support

Before Contacting Epson

If your Epson product is not operating properly and you cannot solve the problem using the troubleshooting information in your product manuals, contact Epson support services for assistance. If Epson support for your area is not listed below, contact the dealer where you purchased your product.

Epson support will be able to help you much more quickly if you give them the following information:

❏ Product serial number

(The serial number label is usually on the back of the product.)

❏ Product model

❏ Product software version

(Click **About**, **Version Info**, or a 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

Note:
Depending on the product, the dial list data for fax and/or network settings may be stored in the product's memory. Due to breakdown or repair of a product, data and/or settings may be lost. Epson shall not be responsible for the loss of any data, for backing up or recovering data and/or settings even during a warranty period. We recommend that you make your own backup data or take notes.

Help for Users in Europe

Check your Pan-European Warranty Document for information on how to contact Epson support.

Where to Get Help

Help for Users in Taiwan

Contacts for information, support, and services are:

World Wide Web

http://www.epson.com.tw

Information on product specifications, drivers for download, and products enquiry are available.

Epson HelpDesk

Phone: +886-2-80242008

Our HelpDesk team can help you with the following over the phone:

❏ Sales enquiries and product information

❏ Product usage questions or problems

❏ Enquiries on repair service and warranty

Repair service center:

http://www.tekcare.com.tw/branchMap.page

TekCare corporation is an authorized service center for Epson Taiwan Technology & Trading Ltd.

Help for Users in Australia

Epson Australia wishes to provide you with a high level of customer service. In addition to your product manuals, we provide the following sources for obtaining information:

Internet URL

http://www.epson.com.au

Access the Epson Australia World Wide Web pages. Worth taking your modem here for the occasional surf! The site provides a download area for drivers, Epson contact points, new product information and technical support (e-mail).

Epson Helpdesk

Phone: 1300-361-054

Epson Helpdesk is provided as a final backup to make sure our clients have access to advice. Operators on the Helpdesk can aid you in installing, configuring and operating your Epson product. Our Pre-sales Helpdesk staff can provide literature on new Epson products and advise where the nearest dealer or service agent is located. Many types of queries are answered here.

We encourage you to have all the relevant information on hand when you ring. The more information you prepare, the faster we can help solve the problem. This information includes your Epson product manuals, type of computer, operating system, application programs, and any information you feel is required.

Transportation of Product

Epson recommends retaining product packaging for future transportation.

Where to Get Help

Help for Users in Singapore

Sources of information, support, and services available from Epson Singapore are:

World Wide Web

http://www.epson.com.sg

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), Sales Enquiries, and Technical Support via e-mail are available.

Epson HelpDesk

Toll Free: 800-120-5564

Our HelpDesk team can help you with the following over the phone:

❏ Sales enquiries and product information

❏ Product usage questions or problem troubleshooting

❏ Enquiries on repair service and warranty

Help for Users in Thailand

Contacts for information, support, and services are:

World Wide Web

http://www.epson.co.th

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and e-mail are available.

Epson Call Centre

Phone: 66-2685-9899

Email: support@eth.epson.co.th

Our Call Centre team can help you with the following over the phone:

❏ Sales enquiries and product information

❏ Product usage questions or problems

❏ Enquiries on repair service and warranty

Help for Users in Vietnam

Contacts for information, support, and services are:

Epson Service Center

65 Truong Dinh Street, District 1, Hochiminh City, Vietnam.

Phone(Ho Chi Minh City): 84-8-3823-9239, 84-8-3825-6234

29 Tue Tinh, Quan Hai Ba Trung, Hanoi City, Vietnam

Phone(Hanoi City): 84-4-3978-4785, 84-4-3978-4775

Help for Users in Indonesia

Contacts for information, support, and services are:

World Wide Web

http://www.epson.co.id

❏ Information on product specifications, drivers for download

❏ Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

Epson Hotline

Phone: +62-1500-766

Fax: +62-21-808-66-799

Our Hotline team can help you with the following over the phone or fax:

❏ Sales enquiries and product information

❏ Technical support

Epson Service Center

Province	Company Name	Address	Phone E-mail
DKI JAKARTA	ESS JAKARTA MANGGADUA	Ruko Mall Mangga Dua No. 48 Jl. Arteri Mangga Dua, Jakarta Utara - DKI JAKARTA	(+6221) 62301104 jkt-admin@epson-indonesia.co.id
NORTH SUMATERA	ESC MEDAN	Jl. Bambu 2 Komplek Graha Niaga Nomor A-4, Medan - North Sumatera	(+6261) 42066090 / 42066091 mdn-adm@epson-indonesia.co.id
WEST JAWA	ESC BANDUNG	Jl. Cihampelas No. 48 A Bandung Jawa Barat 40116	(+6222) 4207033 bdg-admin@epson-indonesia.co.id
DI YOGYAKARTA	ESC YOGYAKARTA	YAP Square, Block A No. 6 Jl. C Simanjutak Yogyakarta - DIY	(+62274) 581065 ygy-admin@epson-indonesia.co.id
EAST JAWA	ESC SURABAYA	Hitech Mall Lt. 2 Block A No. 24 Jl. Kusuma Bangsa No. 116 - 118 Surabaya - JATIM	(+6231) 5355035 sby-admin@epson-indonesia.co.id
SOUTH SULAWESI	ESC MAKASSAR	Jl. Cendrawasih NO. 3A, kunjung mae, mariso, MAKASSAR - SULSEL 90125	(+62411) 8911071 mksr-admin@epson-indonesia.co.id
WEST KALIMANTAN	ESC PONTIANAK	Komp. A yani Sentra Bisnis G33, Jl. Ahmad Yani - Pontianak Kalimantan Barat	(+62561) 735507 / 767049 pontianak-admin@epson-indonesia.co.id

Where to Get Help

Province	Company Name	Address	Phone E-mail
RIAU	ESC PEKANBARU	Jl. Tuanku Tambusai No.459A Pekanbaru Riau	(+62761) 8524695 pkb-admin@epson-indonesia.co.id
DKI JAKARTA	ESS JAKARTA SUDIRMAN	Wisma Keiai Lt. 1 Jl. Jenderal Sudirman Kav. 3 Jakarta Pusat - DKI JAKARTA 10220	(+6221) 5724335 ess@epson-indonesia.co.id
EAST JAWA	ESS SURABAYA	Ruko Surya Inti Jl. Jawa No 2-4 Kav. 29 Surabaya - Jawa Timur	(+6231) 5014949 esssby@epson-indonesia.co.id
BANTEN	ESS SERPONG	Ruko Mall WTC Matahari No. 953, Serpong-Banten	(+6221) 53167051 / 53167052 esstag@epson-indonesia.co.id
CENTRAL JAWA	ESS SEMARANG	Komplek Ruko Metro Plaza Block C20 Jl. MT Haryono No 970 Semarang - JAWA TENGAH	(+6224) 8313807 / 8417935 esssmg@epson-indonesia.co.id
EAST KALIMANTAN	ESC SAMARINDA	Jl. KH. Wahid Hasyim (M. Yamin) Kelurahan Sempaja Selatan Kecamatan Samarinda UTARA - SAMARINDA - KALTIM	(+62541) 7272904 escsmd@epson-indonesia.co.id
SOUTH SUMATERA	ESC PALEMBANG	Jl. H.M Rasyid Nawawi No. 249 Kelurahan 9 Ilir Palembang Sumatera Selatan	(+62711) 311330 escplg@epson-indonesia.co.id
EAST JAVA	ESC JEMBER	JL. Panglima Besar Sudirman Ruko no.1D Jember-Jawa Timur (Depan Balai Penelitian & Pengolahan Kakao)	(+62331) 488373 / 486468 jmr-admin@epson-indonesia.co.id
NORTH SULAWESI	ESC MANADO	Tekno Megamall Lt LG 11 TK 21, Kawasan Megamas Boulevard, Jl Piere Tendean, Manado - SULUT 95111	(+62431) 8890996 MND-ADMIN@EPSON-INDONESIA.CO.ID

For other cities not listed here, call the Hot Line: 08071137766.

Help for Users in Hong Kong

To obtain technical support as well as other after-sales services, users are welcome to contact Epson Hong Kong Limited.

Internet Home Page

http://www.epson.com.hk

Epson Hong Kong has established a local home page in both Chinese and English on the Internet to provide users with the following information:

❏ Product information

❏ Answers to Frequently Asked Questions (FAQs)

❏ Latest versions of Epson product drivers

Where to Get Help

Technical Support Hotline

You can also contact our technical staff at the following telephone and fax numbers:

Phone: 852-2827-8911

Fax: 852-2827-4383

Help for Users in Malaysia

Contacts for information, support, and services are:

World Wide Web

http://www.epson.com.my

❏ Information on product specifications, drivers for download

❏ Frequently Asked Questions (FAQ), Sales Enquiries, questions through e-mail

Epson Call Centre

Phone: +60 1800-8-17349

❏ Sales enquiries and product information

❏ Product usage questions or problems

❏ Enquiries on repair services and warranty

Head Office

Phone: 603-56288288

Fax: 603-5628 8388/603-5621 2088

Help for Users in India

Contacts for information, support, and services are:

World Wide Web

http://www.epson.co.in

Information on product specifications, drivers for download, and products enquiry are available.

Helpline

❏ Service, product information, and ordering consumables (BSNL Lines)

Toll-free number: 18004250011

Accessible 9am to 6pm, Monday through Saturday (Except public holidays)

❏ Service (CDMA & Mobile Users)

Toll-free number: 186030001600

Accessible 9am to 6pm, Monday through Saturday (Except public holidays)

Help for Users in the Philippines

To obtain technical support as well as other after sales services, users are welcome to contact the Epson Philippines Corporation at the telephone, fax numbers and e-mail address below:

World Wide Web

http://www.epson.com.ph

Information on product specifications, drivers for download, Frequently Asked Questions (FAQ), and E-mail Enquiries are available.

Epson Philippines Customer Care

Toll Free: (PLDT) 1-800-1069-37766

Toll Free: (Digital) 1-800-3-0037766

Metro Manila: (+632)441-9030

Web Site: https://www.epson.com.ph/contact

E-mail: customercare@epc.epson.som.ph

Accessible 9am to 6pm, Monday through Saturday (Except public holidays)

Our Customer Care team can help you with the following over the phone:

❏ Sales enquiries and product information

❏ Product usage questions or problems

❏ Enquiries on repair service and warranty

Epson Philippines Corporation

Trunk Line: +632-706-2609

Fax: +632-706-2663