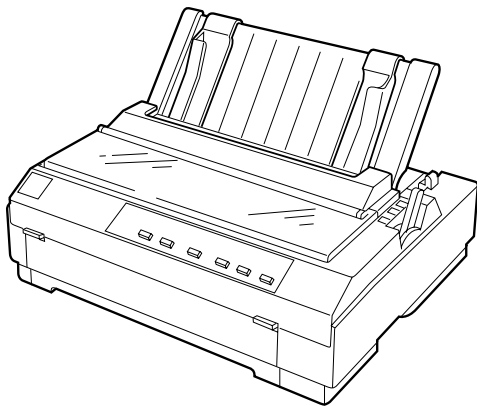


# EPSON®

24-Pin Dot Matrix Printer

# LQ-580

# LQ-570e



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

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## Quick Reference Guide

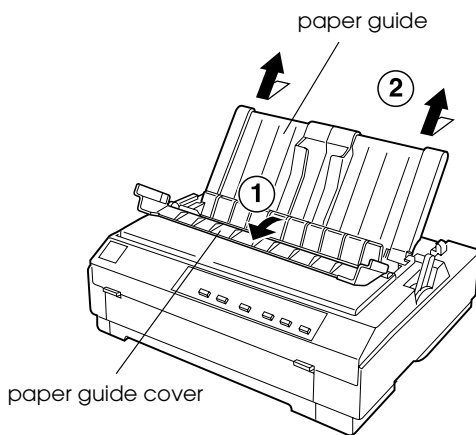
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# Loading Continuous Paper Onto the Push Tractor

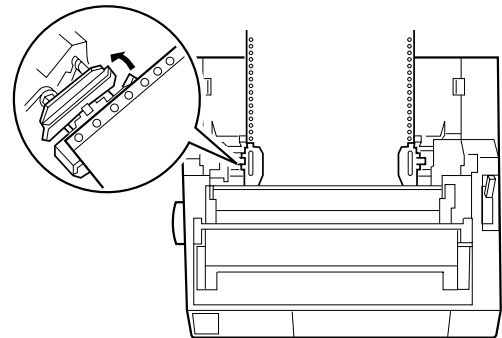
To load continuous paper onto the rear push tractor, follow these steps:

1



Turn off the printer, then open the paper guide cover and remove the paper guide.

2



Open both sprocket covers, and fit the first three holes of the paper, printable side down, over the tractor pins. Then close the sprocket covers.

**Note:**

Load continuous paper that has a clean, straight edge to avoid paper jams.

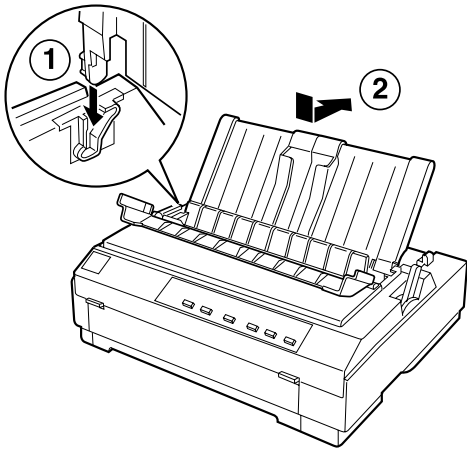


To feed continuous paper to the standby position where you can remove it easily, press the Load/Eject button.



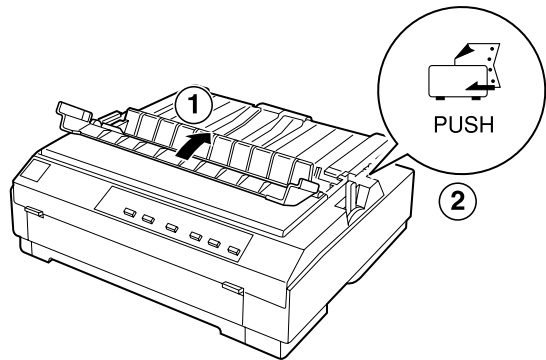
When you load continuous paper of a different size or thickness, adjust the position of the sprockets or change the paper thickness lever setting. See Chapter 2 of the *User's Guide* for instructions.

3



Attach the paper guide, then lift the center section of the paper guide up and lay it flat.

4



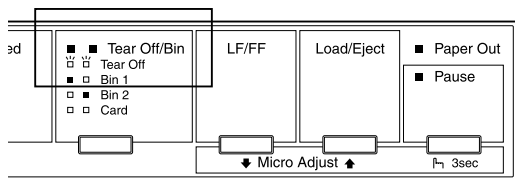
Close the paper guide cover, and make sure the paper release lever is set to the push tractor position.

# Removing the Printed Document From the Push Tractor

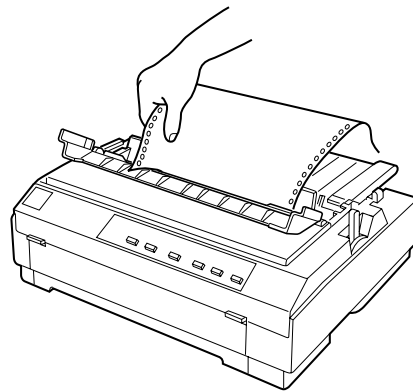
To remove the printed document from the push tractor, follow the steps below. To remove labels or continuous paper from the pull tractor, see Chapter 2 of the *User's Guide*.

1

Make sure the Tear Off/Bin lights are flashing. (You may need to press the Tear Off/Bin button.) This indicates that your paper is at the current tear-off position.



2



Open the paper path guide cover, and tear off the printed document using the printer's tear-off edge.



When you resume printing, the printer automatically feeds the paper backward to the top-of-form position, and begins printing.



To feed continuous paper backward from the tear-off position into the standby position, press the Load/Eject button.

# Removing Continuous Paper With Labels

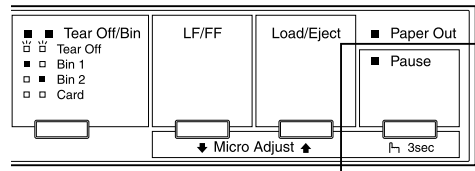
To avoid peeling labels off the backing sheet and jamming the printer, follow the steps below when you remove continuous paper with labels from the pull tractor.

**Caution:** When you load labels, be sure to use the tractor in the pull position and load the labels from the front or bottom. Do not load continuous paper with labels in the rear paper slot: the labels may come off their backing sheet inside the printer and cause a paper jam.

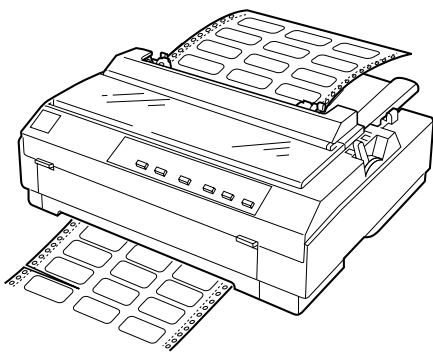
**Note:** See your User's Guide for details on using the pull tractor.

1

Make sure that the printer is not printing. You may need to press the Pause button to pause the printer. (When the printer is paused, the Pause light is on.)



2



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

3

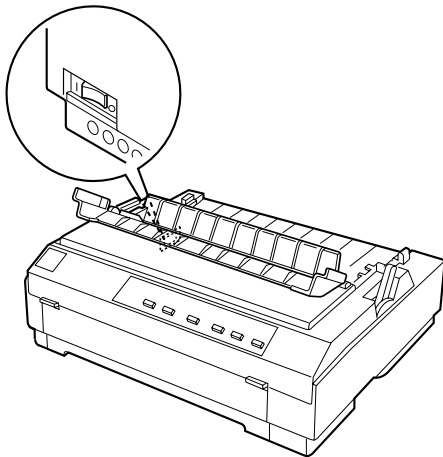
Hold down the LF/FF button to eject the remaining labels from the printer.

**Caution:** Never feed labels backward using the Load/Eject or Tear Off/Bin button. When fed backward, labels can easily come off the backing sheet and cause a paper jam.

# Replacing the Ribbon Cartridge

Your printer uses an EPSON black ribbon cartridge #7753 or EPSON film ribbon cartridge #7768. To replace the ribbon cartridge, follow the steps below.

1



Turn off the printer. The power switch is located on the left side of the printer.

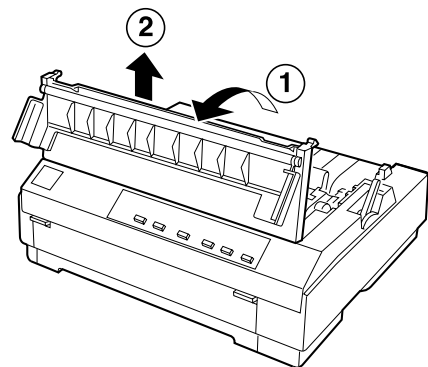


**Caution:**  
*Moving the print head while the printer is on may damage the printer.*

2

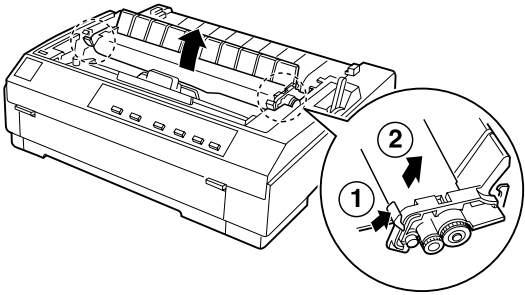
Unplug the printer from the electrical outlet.

3



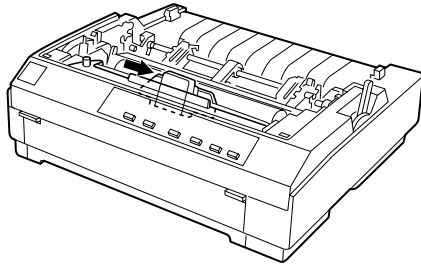
Open the paper guide cover. Then lift the printer cover by its back edge and pull it straight up and off.

4



Push up the tabs on each side of the paper tension unit and lift the unit up and off the printer. Store the paper tension unit in a safe place. When the pull tractor is installed, it is not necessary to remove the paper tension unit.

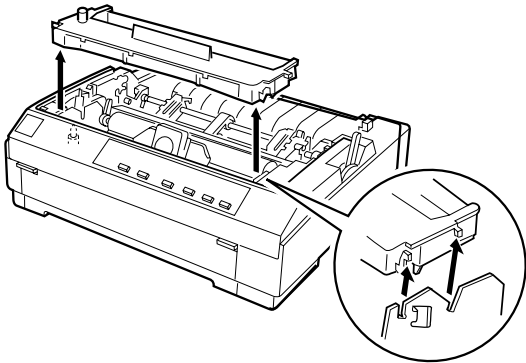
5



Make sure the print head is not hot; if it is, let it cool for a few minutes before touching it. Then slide the print head to the middle of the printer by hand.

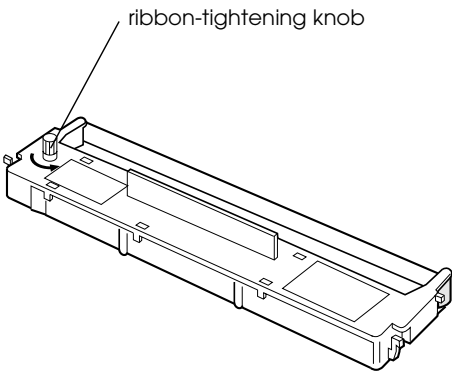
# Replacing the Ribbon Cartridge

6



Grasp the cartridge by its handle and pull it straight up.

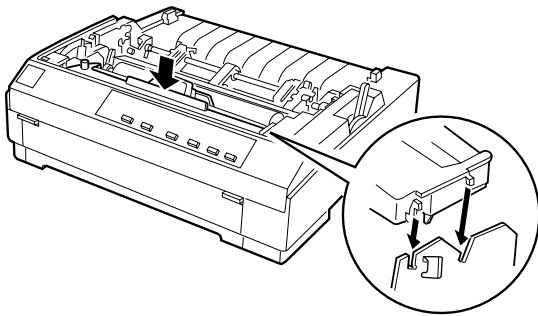
7



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

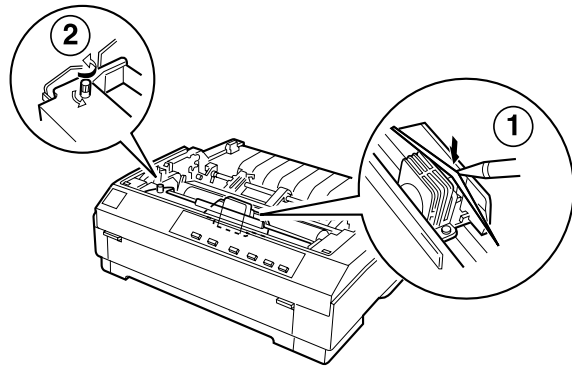


8



Hold the ribbon cartridge by its handle and push it firmly down into position. Then press on both ends of the cartridge to make sure the plastic hooks fit into the slots.

9

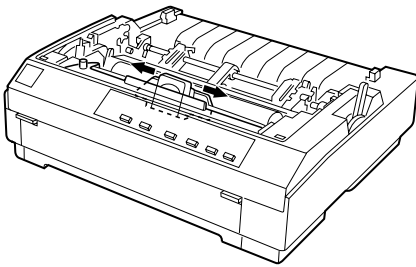


Use a pointed object, such as a ball point pen, to guide the ribbon between the print head and ribbon guide. Turn the ribbon-tightening knob to help feed the ribbon into place.

## Replacing the Ribbon Cartridge

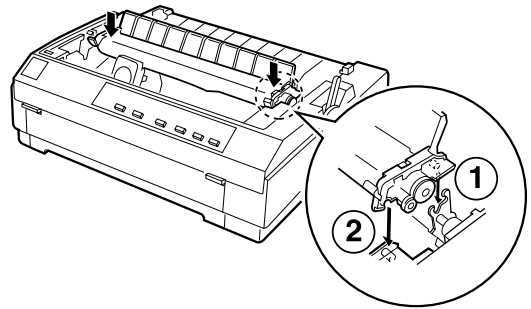
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10



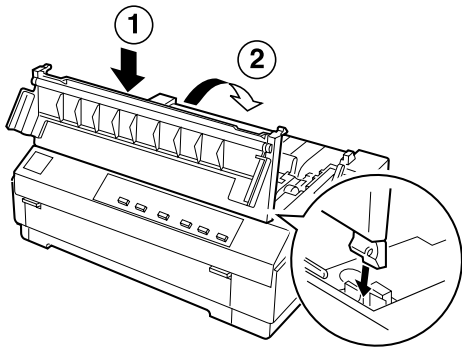
Slide the print head from side to side to make sure it moves smoothly. Also check that the ribbon is not twisted or creased.

11



To replace the paper tension unit, lower it onto the printer's mounting pegs. Then press down both ends of the unit until it clicks into place.

12



Replace the printer cover and then close the paper guide cover.

## Clearing Paper Jams

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To clear a paper jam, follow these steps:

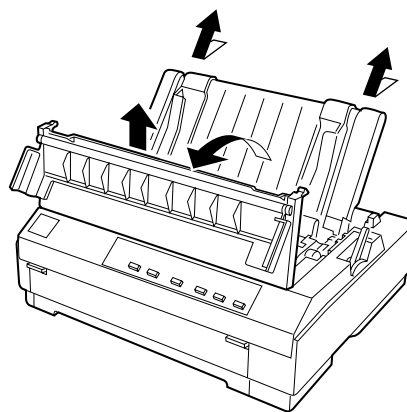
1

Turn off the printer.

2

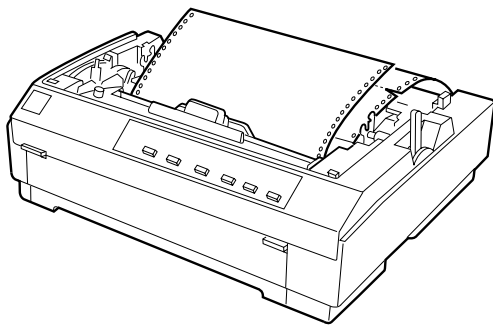
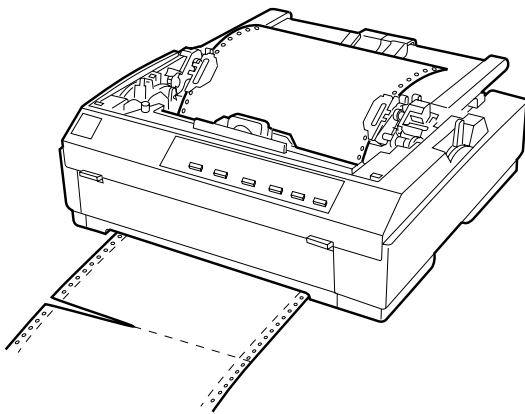
If an ejected sheet of paper is stuck on the paper guide, remove it.

3



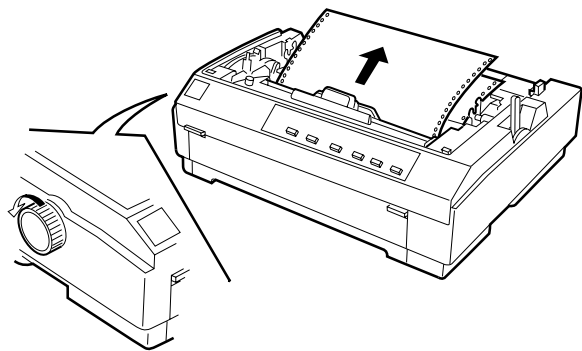
Remove the printer cover. If continuous paper is jammed in the rear slot, also remove the paper guide.

4



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

5



Turn the knob on the left side of the printer away from you to eject the paper in the printer. Remove any remaining pieces of paper.



**Caution:**

*Use the knob to clear paper jams only when the printer is off. Otherwise, you may damage the printer or lose the top-of-form position or tear-off position.*

## Clearing Paper Jams

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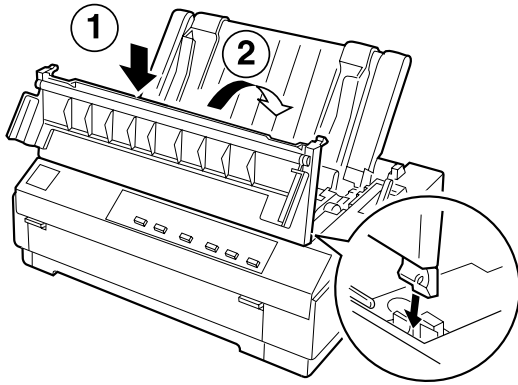
6

Attach the paper guide, if necessary.

8

Turn on the printer. Make sure the Paper Out and Pause lights are off.

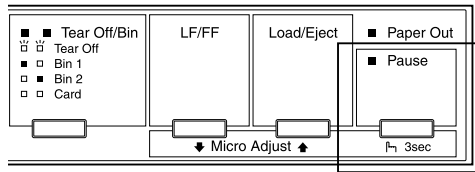
7



Replace the printer cover and then close the paper guide cover.

## If Your Printer Stops Printing Unexpectedly...

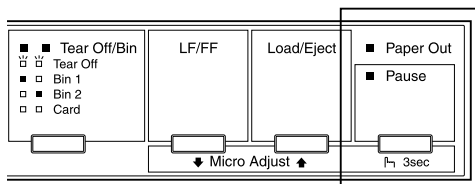
Check the printer's control panel lights and follow the appropriate instructions below. For more information, see Chapter 7 of your *User's Guide*.



The printer stops printing and the **Pause** light is on.

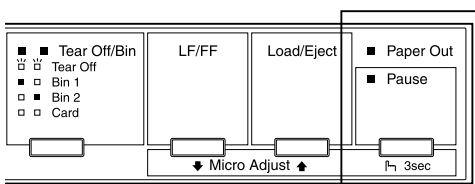
Cause	Solution
The printer is paused.	Press the <b>PAUSE</b> button to resume printing.
You moved the paper release lever while paper from another paper source was in the paper path.	Move the paper release lever back to the appropriate position and press the <b>LOAD/EJECT</b> button to feed the paper out of the paper path. Then set the lever to the position you want to use. Press the <b>PAUSE</b> button to turn off the <b>Pause</b> light, if necessary.*

\* If you are using the pull tractor, see your *User's Guide* for instructions.



The **Paper Out** and **Pause** lights are on.

Cause	Solution
No paper is loaded in the selected paper source or paper is not loaded correctly.	Load paper in the printer, then press the <b>PAUSE</b> button to turn off the <b>Pause</b> light, if necessary.
Paper is jammed in the printer.	See "Clearing Paper Jams" on page 12.



The **Paper Out** light is flashing and the **Pause** light is on.

Cause	Solution
Continuous paper is not fed to the standby position.	Tear off the printed document at the perforation; then press the <b>LOAD/EJECT</b> button. The printer feeds the paper to the standby position. Press the <b>PAUSE</b> button to turn off the <b>Pause</b> light.
A single sheet of paper is not fully ejected.	Press the <b>LOAD/EJECT</b> button to eject the sheet. Then press the <b>PAUSE</b> button to turn off the <b>Pause</b> light, if necessary.
Paper is jammed in the printer.	See "Clearing Paper Jams" on page 12.