

XP-320/XP-324 XP-420

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Start Here



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1



Contents may vary by location.

Do not open the ink cartridge package until you are ready to install it in the printer. The cartridge is vacuum packed to maintain its reliability.

Do not connect a USB cable unless instructed to do so.

Caution; must be followed carefully to avoid bodily injury.

2

Windows

If the Firewall alert appears, allow access for Epson applications.

**Windows (No CD/DVD drive)
Mac OS X**

<http://epson.sn>

Visit the website to start the setup process, install software, and configure network settings.

iOS / Android

<http://ipr.to/a>

Visit the website to install Epson iPrint application, start the setup process, and configure network settings.

Questions?



You can open the *User's Guide* (PDF) and *Network Guide* (PDF) from the shortcut icon, or download the latest versions from the following website.

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

Epson Connect



Using your mobile device, you can print from any location worldwide to your Epson Connect compatible printer. Visit the website for more information.

Ink Cartridge Code

	BK	C	M	Y
	Black	Cyan	Magenta	Yellow
	220	220	220	220
	220XL	220XL	220XL	220XL

Not all cartridges are available in all regions.

Safety Instructions

Use only the power cord that comes with the printer. Use of another cord may cause fire or shock. Do not use the cord with any other equipment.

Be sure your AC power cord meets the relevant local safety standard.

Except as specifically explained in your documentation, do not attempt to service the printer yourself.

Do not let the power cord become damaged or frayed.

Place the printer near a wall outlet where the power cord can be easily unplugged.

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.

Take care not to spill liquid on the product and not to handle the product with wet hands.

Keep this product at least 22 cm away from cardiac pacemakers. Radio waves from this product may adversely affect the operation of cardiac pacemakers.

If the LCD screen is damaged, contact your dealer. If the liquid crystal solution gets on your hands, wash them thoroughly with soap and water. If the liquid crystal solution gets into your eyes, flush them immediately with water. If discomfort or vision problems remain after a thorough flushing, see a doctor immediately.

Keep ink cartridges out of the reach of children.

Be careful when you handle used ink cartridges, as there may be some ink around the ink supply port. If ink gets on your skin, wash the area thoroughly with soap and water. If ink gets into your eyes, flush them immediately with water. If discomfort or vision problems continue after a thorough flushing, see a doctor immediately. If ink gets into your mouth, spit it out immediately and see a doctor right away.

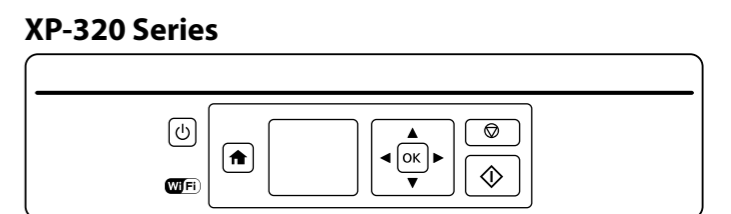
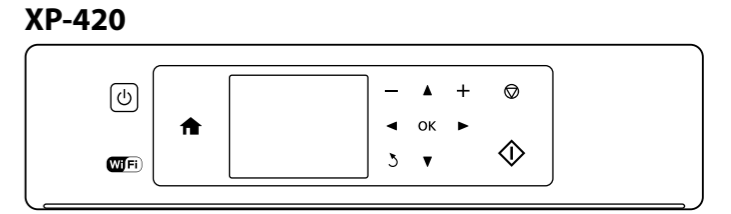


Always keep this guide handy.



Basic Operations

Guide to Control Panel

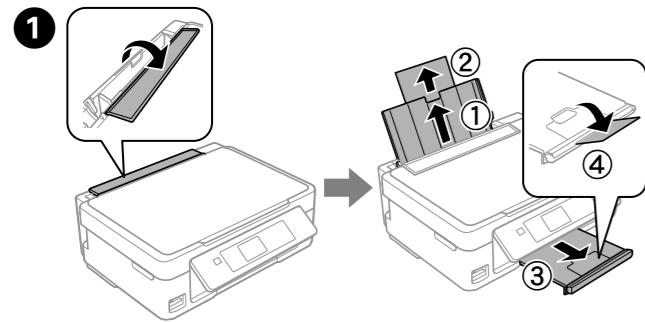


- Turns the printer on or off.
- Displays the home screen.
- Press , , , to select menus. Press the **OK** button to enter the selected menu.
- Cancels/returns to the previous menu.
- Sets the number of copies and prints.
- Starts the operation you selected.
- Stops the ongoing operation or initialize the current settings. For XP-320 Series, this also allows you to return to the previous screen.
- Icons showing the network status are displayed at the top-right of the LCD screen.

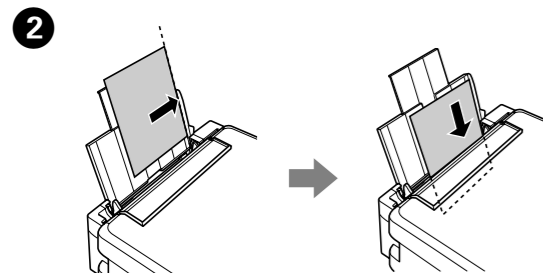


Loading Paper

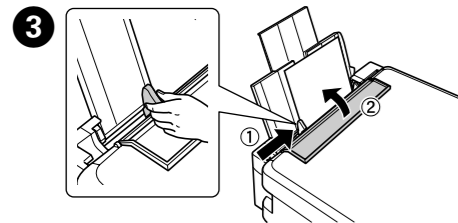
Do not load paper above ▼ mark inside the edge guide.



Flip the feeder guard, and then slide out the paper support and the output tray.



Load paper with the printable side face-up against the right side of the sheet feeder.

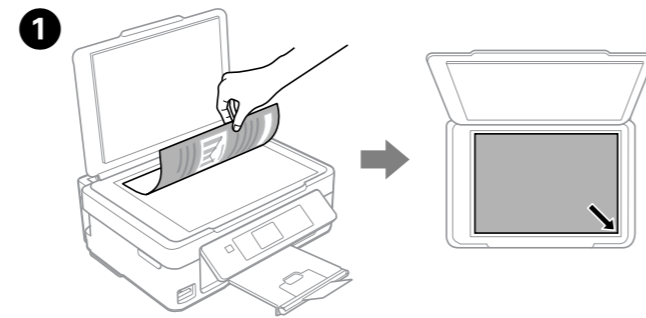


Slide the edge guide against the paper, and flip the guard back.

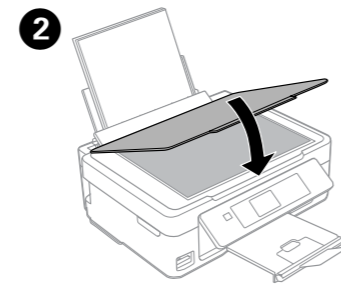
The paper setup screen is displayed on the LCD screen. Select the paper size and paper type you loaded in the printer.

Make sure you place the paper against the right side of the sheet feeder. Otherwise, the printer cannot detect the paper and the paper setup screen is not displayed.

Copying



Open the document cover and place your original face-down on the scanner glass. Align the original with the front right corner of the glass.



Close the document cover.



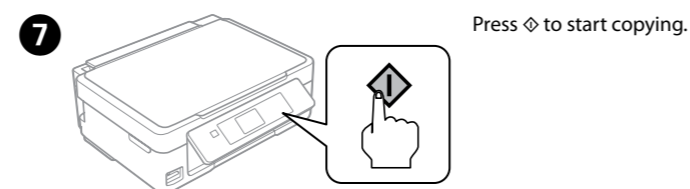
Enter **Copy** mode from the home screen.



Set the number of copies, and then select **Color** or **B&W**.

Press **OK** to display the copy setting menus. For XP-320 Series, press ▼ to change the settings.

Use ▲ or ▼ to select a setting item such as paper size, and then use ◀ or ▶ to change the setting. For XP-320 Series, press **OK** to save the changes.



Press ◊ to start copying.

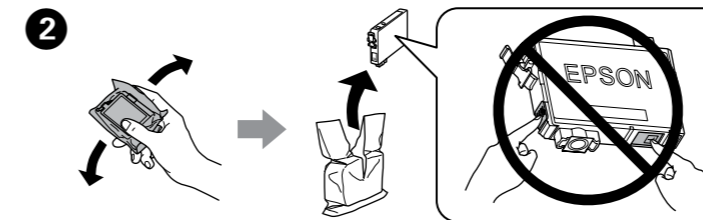
More Functions

The printer has special menus that allow you to print original stationery.
 XP-420 Series: Select **More Functions** from the home screen, and then select **Personal Stationery**.
 XP-320 Series: Select **Personal Stationery** from the home screen.

Replacing Ink Cartridges

Do one of the following.

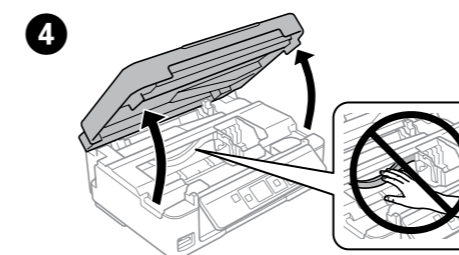
- When prompted to replace ink cartridges
 Check which ink cartridge needs to be replaced, and then press the **OK** button. Select **Replace now** using the ▲ or ▼ button, and then press the **OK** button.
- When replacing ink cartridges before they are expended
 Enter **Setup** from the home screen using the ◀ or ▶ button, and then press the **OK** button. Select **Maintenance** using the ◀ or ▶ button, and then press the **OK** button. Select **Ink Cartridge Replacement** using the ◀ or ▶ button, and then press the **OK** button. Next, press the ◊ button.



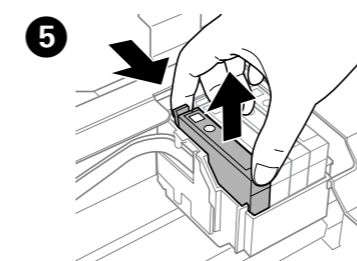
Prepare a new ink cartridge. Gently shake the new cartridge four or five times and then unpack.



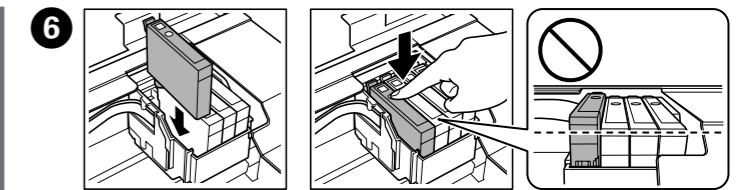
Remove only the yellow tape.



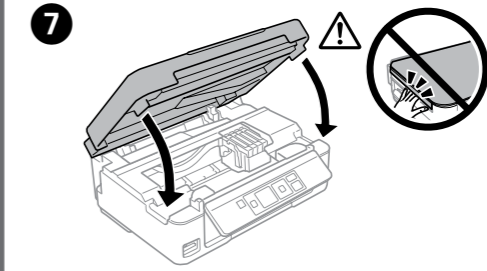
Open the scanner unit with the document cover closed.



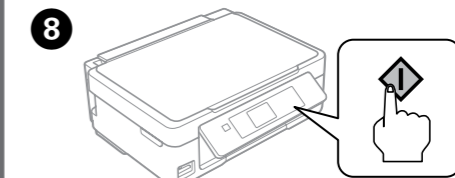
Squeeze the tab on the ink cartridge and lift it out.



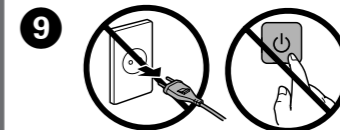
Insert the new ink cartridge and press it down firmly.



Close the scanner unit.



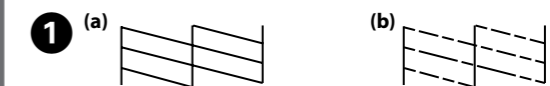
Press ◊. Charging ink is started.



Wait until a completion message is displayed.

Print Quality Help

If you see missing segments or broken lines in your printouts, try the following solutions.



Print a nozzle check pattern to check if the print head nozzles are clogged. Select **Setup > Maintenance > Nozzle Check**. If you notice any missing segments or broken lines as shown in (b), go to step 2.

Follow the on-screen instructions to perform head cleaning. The cleaning uses some ink from all cartridges, so run the cleaning only if print quality declines on your prints.

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Android™ is a trademark of Google Inc.

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