#### EPSON<sup>®</sup> EXCEED YOUR VISION



# Epson Stylus<sup>®</sup> Pro 7700/9700

QUICK REFERENCE GUIDE

## **Printer Parts**

**Front** 

# 

Back



# Loading Roll Paper

- 1 Open the roll paper cover.
- **2** Push down the lock lever, then move the roll paper holder to the left.



**3** Place the roll paper on top of the printer.



4 If necessary, adjust the roll media adapters to fit the core size of the roll paper. Then release the tension lever on both adapters.



**5** Push the adapters into the paper core at both ends of the roll. Then push down the tension levers to secure them.



6 Move the roll paper all the way to the right.



7 Slide the roll paper holder to align the left adapter with the ▲ on the holder.



8 Roll the paper slowly into position.



# Loading Roll Paper (continued)

**9** Slide the roll paper holder to the right to secure it in the printer.



**10** Pull up the lock lever to lock the paper in place.



- 11 If the Paper release light is not on, press the <sup>\*</sup>/<sub>•</sub>, button.
- **12** Insert the paper into the slot and pull it all the way down.



- **13** Close the roll paper cover.
- **14** Press the <sup>\*</sup>/<sub>2</sub>, button.
- **15** Press the **II** · **<sup>™</sup>** Pause/reset button.
- **16** Check the printer's control panel and select the correct media type.

#### **Removing Roll Paper**

- **1** Open the roll paper cover.
- 2 Press the <sup>5</sup>/<sub>4</sub>, button. The paper rewinds automatically.
- **3** Push down the lock lever. Then move the roll paper holder to the left and remove it from the roll.



**4** Roll the paper forward to the top of the printer.



**5** Pull up the tension levers, then remove the adapters from the paper roll.



6 Place the roll in its original package.

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### Loading and Using Cut Sheet Paper

- 1 Remove any roll paper from the paper path. Make sure the printer is turned on and the roll paper cover is closed.
- **3** Feed the sheet down into the paper slot until it meets resistance. Make sure the right edge of the paper is straight and aligned with the vertical line on the roll paper cover.



**Note:** If the sheet is more than 19 mil thick, you need to use the <sup>5</sup>/<sub>4</sub>, Paper release (ePlaten) button.

4 Press ▼. The sheet feeds into printing position automatically.

- **5** Check the printer's control panel and select the correct media type, if necessary.
- 6 Print your page. After it has been printed, the sheet stays in the printer.
- 7 To remove your print, press the ▼ button while holding the sheet.

### **Checking and Cleaning the Print Head**

# Automatically Checking and Cleaning the Print Head

The printer automatically checks the nozzles and cleans them if necessary. You can specify how often you want this to happen.

- Press the ► Menu button. PRINTER SETUP is highlighted. Press ► again.
- 2 Press ▼ until AUTO NOZZLE CHECK is highlighted, then press ►.
- **3** Select one of the following, then press OK:
  - ON: PERIODICALLY—The printer periodically checks its nozzles and runs a cleaning cycle if necessary (default setting).
  - ON: EVERY JOB—The printer automatically checks its nozzles and runs a cleaning cycle if necessary before each print job. This process uses a very small amount of ink (and no paper) and is useful if you are running large print jobs unattended.

• OFF—The printer will not perform automatic nozzle checks and cleaning cycles.

**Note:** You can also run nozzle checks and head cleaning cycles from your computer using the Epson Printer Utility3 (Macintosh®) or the Utility tab in your printer driver (Windows®). See your *User's Guide* for more information.

### **Checking and Cleaning the Print Head (continued)**

# Manually Checking and Cleaning the Print Head

- **1** Make sure paper is loaded.
- 2 Press the ► Menu button.
- 3 Press ▼ until TEST PRINT is selected, then press ►. NOZZLE CHECK is selected.
- 4 Press ▶, then press OK to start printing the nozzle check pattern.

If any dots or segments are missing or deflected, run a cleaning cycle as described below.

- 1 Press the ► Menu button.
- 2 Press ▼ until MAINTENANCE is selected, then press ►.
- **3** Press  $\checkmark$  until CLEANING is selected, then press  $\blacktriangleright$ .

**4** Select one of the following, then press ►:

NORMAL CLEANING—Press OK to start the cleaning cycle.

CLEAN COLOR PAIRS—Press ▶, select the color pair you want to clean, then press OK to start the cleaning cycle.

POWER CLEANING—Press OK to start the cleaning cycle. Use only if the normal cleaning process is not sufficient to clear the nozzles.

**5** When cleaning is finished, print the nozzle check again to confirm that the head is clean.

#### **Aligning the Print Head**

If your prints look grainy or blurry, or you see misregistration or "ghosting," you need to align the print head.

- Make sure the printer is turned on. Load Epson Enhanced Matte paper. (You can also use Epson Doubleweight Matte or Ultra Premium Photo Paper Luster.)
- 2 Press the ► Menu button.
- 3 Press the ▲ or ▼ button until HEAD ALIGNMENT is highlighted. Then press ▶.
- 4 Press ▶ and choose the type of paper you loaded. Then press OK.
- **5** Press  $\triangleleft$  3 times.
- **6** Press  $\mathbf{\nabla}$  to highlight ALIGNMENT.
- 7 Press ► to highlight AUTO, then press ► again. UNI-D (uni-directional) is highlighted. This is the type of alignment to start with.

8 Press ▶, then press OK to start the alignment process. Each head alignment takes about 7 minutes.

**Caution:** Make sure you don't open the front cover or turn off the printer during the alignment process.

- 9 When the uni-directional alignment is finished, press the ► Menu button, select HEAD ALIGNMENT, then select ALIGNMENT.
- **10** Select BI-D ALL, then press OK again to start the bi-directional alignment.
- **11** When done, press the  $\mathbf{II} \cdot \mathbf{\overline{D}}$  Pause/reset button.

## **Checking Ink Levels and Replacing Ink Cartridges**

Before you begin a large print job, you should check your ink levels. If one of your cartridges is low, you can replace it before you start. Or you can wait until the ink runs out, replace the cartridge, and then continue the job.

#### Checking Ink and Maintenance Tank Levels

The easiest way to check ink levels is from the control panel. The numbers above the ink cartridge icons correspond to the 5 cartridge slots in the printer.



5 cartridges listed below

Maintenance tank gauges (one tank for Pro 7700)

#### **Replacing Ink Cartridges**

When one of the ink icons flashes, and INK LOW is displayed on the LCD, the cartridge is nearly expended. Check the LCD to see which cartridge is low, and make sure you have the correct replacement cartridge.

Epson UltraChrome<sup>®</sup> with Vivid Magenta ink cartridges

Slot no.	Cartridge	350 ml	700 ml	150 ml
1	Vivid Magenta (VM)	T596300	T636300	T642300
2	Cyan (C)	T596200	T636200	T642200
3	Photo Black (PK)	T596100	T636100	T642100
4	Yellow (Y)	T596400	T636400	T642400
5	Matte Black (MK)	T596800	T636800	T642800

When one of the icons has an X and REPLACE INK CARTRIDGE is displayed, the cartridge is expended. To replace the cartridge, first make sure the printer is on.

- 1 Press the  $\square_{\mathcal{A}}$  button to release the ink cover.
- **2** Open the ink cover all the way.



**3** Push in the low or expended cartridge to release it.



**4** Remove the expended ink cartridge from the printer.

**Warning:** Do not shake the expended cartridge, or ink may leak. If ink gets on your hands, wash them thoroughly with soap and water. If ink gets in your eyes, flush them immediately with water.



## **Checking Ink Levels and Replacing Ink Cartridges (continued)**

**5** Make sure the replacement cartridge is the correct color, and remove it from its package. Gently shake the cartridge before installing it.



6 Hold the cartridge with the arrow mark pointing toward the printer. Then insert the cartridge into the slot. Don't force it.



- Note: If you can't insert the cartridge smoothly, you may have the wrong cartridge. Check the package and product code. If the  $\blacklozenge$  Ink light remains on after installing the cartridge, try removing and then reinserting it.
- 7 Close the ink cover.



#### **Replacing Printer Parts**

#### **Replacing the Paper Cutter**

If you notice that the paper isn't cut cleanly, you may need to replace the cutter (part # C12C815331).

- Press the ► Menu button on the printer, then press ▼ until MAINTENANCE is highlighted.
- 2 Press ► again. Press ▼ to highlight CUTTER REPLACEMENT.
- 3 Press ► to display EXECUTE, then press OK. The paper cutter moves to the replacement position.

**4** To remove the cutter cover, press in the tab and pull down the cover.



**5** Loosen the screw using a cross-head screwdriver.



## **Replacing Printer Parts (continued)**

**6** Carefully remove the cutter.

**Warning:** The blade is sharp. Be careful when removing it.



7 Insert the new cutter. Make sure the cutter pin goes into the hole.



8 Tighten the screw using a cross-head screwdriver.



**9** Align the cutter cover, then press it in until it snaps into place.



**10** Press **OK** to finish the replacement procedure. The cutter moves back to the home position.

#### **Replacing the Maintenance Tank**

The Pro 7700 has one maintenance tank (on the right side) and the Pro 9700 has two (one on either side). You need to replace the maintenance tank (part # C12C890501) when the LCD panel instructs you to do so.

1 If you have the Pro 9700, check the LCD to determine which tank needs to be replaced (left or right).

**Note:** The printer will not print if one of the maintenance tanks is full. On the Pro 9700, the right tank is used more than the left. To maximize tank life, you can switch the tanks.

**2** Turn off the printer.

**3** Pull out the maintenance tank as shown.



Caution: Do not tip the tank or ink may spill out.

- 4 Place the used tank in the plastic bag included with the new tank and dispose of it carefully.
- **5** Insert the new tank.



#### **Control Panel Menus**

Boldface type indicates the default setting. Press the **Menu** button to access the menus. See the *User's Guide* for details.

Menu	ltem	Settings / Explanation
PRINTER SETUP	PLATEN GAP	STANDARD, NARROW, WIDE, WIDER, WIDEST
	PAGE LINE	ON, OFF
	ROLL PAPER MARGIN	<b>DEFAULT</b> , 15mm, 3mm, TOP/BOTTOM 15mm, TOP35/BOTTOM 15mm, TOP45/BOTTOM 15mm
	PAPER SIZE CHECK	ON, OFF
	PAPER SKEW CHECK	ON, OFF
	REFRESH MARGIN	ON, OFF
	AUTO NOZZLE CHECK	ON: PERIODICALLY, ON: EVERY JOB, OFF
	PRINT NOZZLE PATTERN	OFF, ON: EVERY PAGE, ON: EVERY 10 PAGES
	INITIALIZE SETTINGS	Restores default settings
TEST PRINT	NOZZLE CHECK	Shows clogged or deflected nozzles
	STATUS SHEET	Printer settings, total prints, and maintenance tank capacity remaining
	NETWORK STATUS SHEET	Network settings
	JOB INFORMATION	Date and Time and Ink and paper used for the last 10 jobs; most recent job is number 0
	CUSTOM PAPER	Information about registered paper configurations

MAINTENANCE	CUTTER ADJUSTMENT	Adjusts cutter position
	CUTTER REPLACEMENT	Moves the cutter to the replacement position
	CLEANING	NORMAL CLEANING, CLEAN COLOR PAIRS, POWER CLEANING
	CLOCK SETTING	MM/DD/YY HH:MM
PRINTER STATUS	VERSION	Current firmware version
	INK LEVEL	Percentage of ink remaining in each cartridge
	MAINTENANCE TANK	Percentage of capacity remaining in each maintance tank
	JOB HISTORY	Ink in milliliters and paper in square centimeters for each saved job; most recent job is number 0
	TOTAL PRINTS	Number of pages printed
	EDM STATUS	Status of the printer on myEpsonPrinter.com. If the printer is registered and enabled, displays time of last status upload.

### **Control Panel Menus (continued)**

PAPER SETUP	ROLL PAPER REMAINING	Setting appears only when no paper is loaded
	REMAINING PPR SETUP	OFF, ON
	ROLL PAPER LENGTH	From 15 to 300 ft
	ROLL LENGTH ALERT	From 4 to 50 ft
	PAPER TYPE	Media type loaded in the printer
	CUSTOM PAPER	Paper No 1 to 10
	PAPER TYPE	Photo, Matte, Plain, Others
	PLATEN GAP	STANDARD, NARROW, WIDE, WIDER
	THICKNESS PATTERN	PRINT
	PAPER FEED ADJUST	-0.70% to 0.70%
	DRYING TIME	0.0 sec. to 10.0 sec.
	PAPER SUCTION	<b>STANDARD</b> , -1, -2, -3, -4
	SET ROLL PAPER TENSION	STANDARD, HIGH, HIGHER
	REMOVE SKEW	ON, OFF
HEAD ALIGNMENT	PAPER THICKNESS	
	SELECT PAPER TYPE	Media type loaded in the printer.
	SELECT THICKNESS	8 mil (0.2 mm), 4 mil to 60 mil (0.1 to 1.5 mm)
	ALIGNMENT	
	AUTO	UNI-D, BI-D 2-COLOR, BI-D ALL, BI-D #1, BI-D #2, BI-D #3, BI-D #4
	MANUAL	UNI-D, BI-D 2-COLOR, BI-D ALL

NETWORK SETUP	NETWORK SETUP	DISABLE, ENABLE
	IP ADDRESS SETTING	AUTO, PANEL
	IP, SM, DG SETTING	IP address, subnet mask, default gateway
	BONJOUR	ON, OFF
	INIT NETWORK SETTING	Resets all network settings
OPTIONS SETUP	TAKE-UP REEL	Displays version of the take-up reel installed (Pro 9700 only)

## Where To Get Help

Service	Access
Internet	You can download drivers, firmware, and documentation, and get FAQs and basic troubleshooting advice from Epson's <b>U.S. support website</b> (www.epson.com/support) or <b>Canadian support website</b> (www.epson.ca/support). For technical support and service-related questions, please contact your local service provider as stated in your service contract. If you do not have your service contract, please visit the Ricoh Americas Corporation website at http://www.ricoh-usa.com for information on how to locate your local service provider.
Support for non-Epson RIP	Contact the RIP manufacturer.
Web-based printer information management system	myEpsonPrinter.com



#### Control Panel Lights and Buttons



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