WorkForce® 520/525 Series
Start Here

Read these instructions before using your product.

1 Unpack

[Images of unpacked components: Power cord, Phone cord, French control panel stickers (for Canada only)]

Caution: Do not open ink cartridge packages until you are ready to install the ink. Cartridges are vacuum packed to maintain reliability. Remove all protective materials.

2 Turn on

1 Connect the power cable.

Caution: Do not connect to your computer yet.

2 Press the On button.

3 Select settings

1 To select English as your language, press OK.

(If you want to change the language, press ▲ or ▼ to select it, then press OK.)

2 Select your Country/Region and press OK.

3 Select the current Daylight Saving Time setting (Winter or Summer) and press OK.

4 Select the Date format and press OK.

5 Press the number keys to enter the Date and press OK.

6 Select the Time format (12h or 24h) and press OK.

7 Press the number keys to enter the Time. Then press ▲ or ▼ to select AM or PM, if necessary.

8 Press OK.

4 Install ink cartridges

Note: Do not load paper yet.

1 Lift up the scanner.

2 Open the cartridge cover.

3 Shake the ink cartridges gently 4 or 5 times, then unpack them.

4 Remove only the yellow tape from each cartridge.

Caution: Don’t remove any other seals or the cartridges may leak.

5 Insert the cartridges in the holder for each color.

6 Press each cartridge down until it clicks.

7 Close the cartridge cover. Press down until it clicks.

8 Lower the scanner.

9 Press the OK button to charge the ink. Priming takes about 2½ minutes.

Note: Your printer ships with full cartridges and part of the ink from the first cartridges is used for priming the printer. Caution: Don’t turn off the printer while it is priming or you’ll waste ink.

5 Load paper

1 Open the paper support and pull up the extensions.

2 Pull out the output tray extensions and raise the stopper.

6 Connect the phone cord

To fax, connect the included phone cord to a telephone wall jack and to the LINE port on your product. To connect a telephone or answering machine, see the Quick Guide.

3 Squeeze the edge guide as you slide it all the way to the left.

Tip: If the clear plastic feeder guard is in the way, flip it forward.

4 Load letter- or A4-size paper against the right edge and behind the tab, with the printable side face up.

5 Slide the edge guide over.

Note: If you’re connecting to a DSL phone line, you must use a DSL filter or you won’t be able to fax. Contact your DSL provider for the necessary filter. See your online User’s Guide for ISDN wall jack and router connections.
Read these instructions before using your product.

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- French control panel stickers (included for Canada only)
- Power cord
- Phone cord

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Choose your connection

You can connect your printer to your existing network (wireless or wired) or directly to your computer using a USB cable (not included). See below for details on each connection method.

Wireless Connection
You will need to install the software on every computer that will print to the printer. Temporary use of a USB cable (not included) is recommended for the first installation only. After the printer is connected to the network, you will be prompted to remove the USB cable.

If you’re using Mac OS X 10.6.x or don’t have a USB cable, you can use the buttons on the printer to select wireless settings instead.

Make sure you know your network name (SSID) and network password:

• Network name
• Network password

If you don’t have this information, contact the person who set up your network.

Direct USB Connection
Make sure you have a USB cable (not included). Do not connect the printer to your computer until you’re instructed to do so.

Wired Ethernet® Connection
Make sure you have an Ethernet network cable (not included). You must install the software on every computer that will print to the printer.

Install software

1 Make sure the printer is NOT CONNECTED to your computer.

Windows®: If you see a Found New Hardware screen, click Cancel and disconnect the USB cable. You can’t install your software that way.

2 Insert the your product CD.

Windows®: If you see the AutoPlay window, click Run Setup.exe. If you see the User Account Control screen, click Yes or Continue.

3 Macintosh®: Double-click the Epson icon.

4 Click Install and follow the on-screen instructions.

Any questions?

Quick Guide
Basic instructions for network setup, copying, printing, faxing, and scanning.

User’s Guide
Click the desktop shortcut to access the online User’s Guide, software downloads, Epson Supplies Central®, and more (requires an internet connection).

On-screen help with your software
Select Help or ? when you’re using your software.

Epson Technical Support
Visit epson.com/support (U.S.) or epson.ca/support (Canada) where you can download drivers, view manuals, get FAQs, or e-mail Epson.

You may also speak with a support specialist by calling (562) 276-4382 (U.S. or 800) 769-5809 (Canada), 6 AM to 6 PM, Pacific Time, Monday through Friday. Days and hours of support are subject to change without notice. Toll or long distance charges may apply.

Any problems?

If you experience problems during setup, see below:

Network setup was unsuccessful.

• Make sure you select the right network name.
• If your network has security enabled, make sure you enter your network password (WEP key or WPA passphrase) correctly. If it has uppercase (ABC) or lowercase (abc) letters, make sure you enter them correctly.

Press the numeric keypad buttons as necessary to select uppercase letters (ABC), lowercase letters (abc), or numbers and symbols (123). Press ▶ to move to the next character.

Press ◄ to delete.

Press the OK button when you’re finished entering your password.

• If you see a firewall alert message, click Unblock or Allow to let setup continue.

You see error messages on the printer’s LCD display screen.

See your Quick Guide for troubleshooting information.

Setup is unable to find my printer after connecting it with a USB cable.

Make sure it is securely connected as shown:

Need paper and ink?

Try Epson paper with DURABrite Ultra Ink for professional results. For the right supplies at the right time, you can purchase them at Epson Supplies Central at www.epson.com/ink3 (U.S. sales) or www.epson.ca (Canadian sales). You can also purchase supplies from an Epson authorized reseller. To find the nearest one, call 800-GO-EPSON (800-463-7766).

Genuine Epson Paper
Epson offers a wide variety of papers to meet your needs; visit Epson Supplies Central for more information.

Presentation Paper Matte
Smooth, non-glare, instant-drying paper for scrapbooks, newsletters, and graphical presentations.

Genuine Epson Inks
Look for the numbers below to find your cartridges. It’s as easy as remembering your number!

WorkForce 520/525 Series Ink Cartridges

<table>
<thead>
<tr>
<th>Color</th>
<th>Standard-capacity</th>
<th>High-capacity</th>
</tr>
</thead>
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<td>125</td>
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<tr>
<td>Cyan</td>
<td>125</td>
<td>126</td>
</tr>
<tr>
<td>Magenta</td>
<td>125</td>
<td>126</td>
</tr>
<tr>
<td>Yellow</td>
<td>125</td>
<td>126</td>
</tr>
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</table>

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Printed in XXXXXX
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