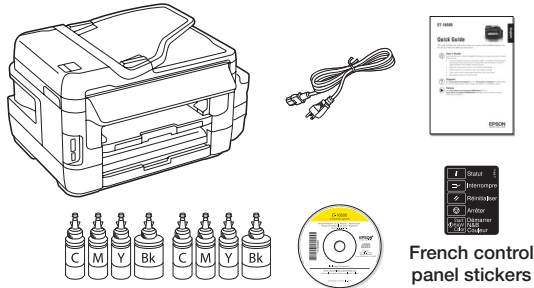# ET-16500
Start Here

Read these instructions before using your product.

Nota para hispanohablantes/Note for Spanish speakers: Para obtener instrucciones de configuración en español, consulte la *Guía de instalación* en **www.epson.com/support/et16500sp** (requiere una conexión a Internet).

1 Unpack

French control panel stickers

Note:

• Your product includes 4 **Initial** ink bottles that are designed for product setup and 4 additional full-size bottles for refilling. These bottles are not for resale.

• Do not open the ink bottles until you are ready to fill the ink tanks. The ink bottles are vacuum packed to maintain reliability.

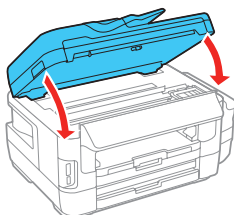*1* Remove all protective materials from the product.
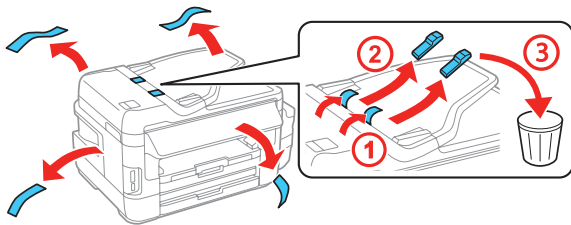
2 Lift up the scanner unit and remove all protective materials from inside the product.
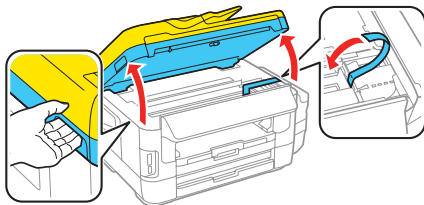
Caution: Do not touch the translucent part or ink tubes.

3 Lower the scanner unit.

2 Fill ink tanks

Note: This product requires careful handling of ink. Wear disposable gloves and place a sheet of paper or plastic under the ink tank when you fill or refill the ink tanks, as ink may splatter. If ink spills, wipe it off immediately with a damp towel to avoid permanent stains. If ink gets on your clothes or belongings, it may not come off.

**Warning:** Keep the ink bottles out of the reach of children and do not drink the ink.

1 Open the ink tank unit cover, then remove the cap for the black ink tank and attach it to its holder.
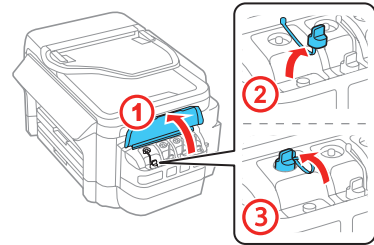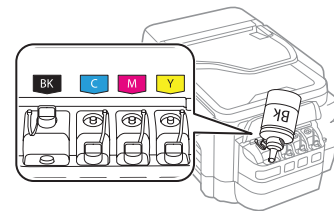

2 Unpack the black **Initial** ink bottle.

3 Snap the bottle tip off, then remove the bottle cap. Carefully remove the protective seal (avoid touching the ink underneath the seal), then close the bottle cap tightly.
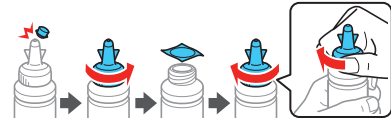
Caution: Be sure to close the bottle cap tightly, or ink may leak.
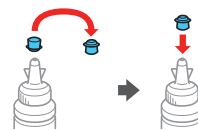
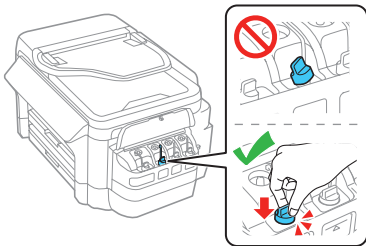*4* Fill the tank using all of the ink in the bottle.

Note: Refer to the color-coded sticker above the ink tank unit to identify the color of each tank.

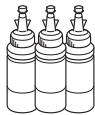**Caution:** Be sure to fill each tank with the correct color.

5 Carefully seal the bottle using the reverse side of the bottle tip for proper disposal.

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6 Close the ink tank cap securely.
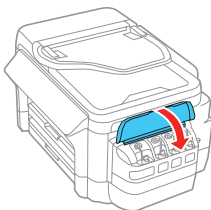

7 Repeat the previous steps for the other three **Initial** ink bottles.
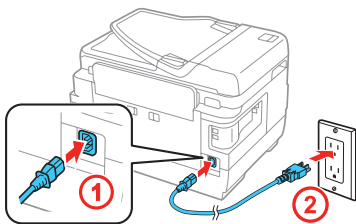

Caution: Be sure to close the bottle cap tightly, or ink may leak.

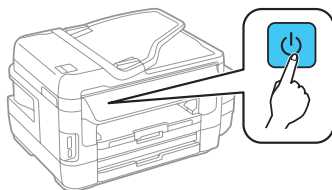**8** Close the ink tank unit cover.

9 Connect the power cord to the back of the product and to an electrical outlet.

Caution: Do not connect to your computer yet.

10 Turn on the product. Select your language, country, date, and time, **then follow steps 11 and 12 to continue ink charging**.
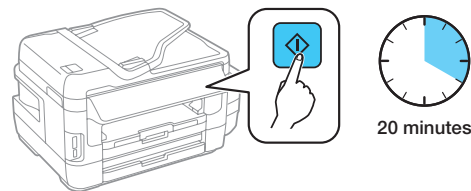

Note:

- You can change these settings later using the product's control panel. For more information, see the online *User's Guide*.
- If an error message appears, turn off the product and check that no protective material has been left inside the product.

11 Press and hold the ⊘ **Stop** button for 3 seconds when the message to see the setup manual appears on the LCD screen.

3 seconds
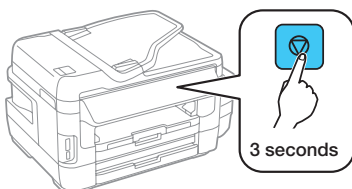
12 Press one of the ◇ **Start** buttons to start charging the ink. Ink charging takes approximately 20 minutes. Ink charging is complete when the ⏻ power light stops flashing.
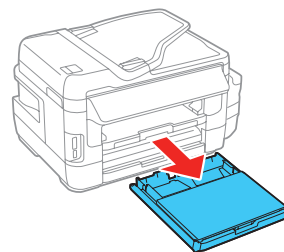

20 minutes

**Note:** After some ink is used for charging, the rest is available for printing.

Caution: Do not turn off the product, raise the scanner unit, or load paper while the product is charging or you'll waste ink.

3 Load paper

1 Make sure the product is not charging, and then pull out a paper cassette.

2 Lift and remove the paper cassette cover from the paper cassette. Set the paper cassette cover aside.
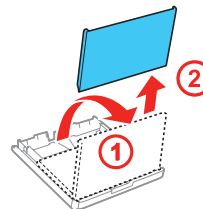
3 Slide the side edge guides all the way out and set the front edge guide to the paper size you are using.

LTR
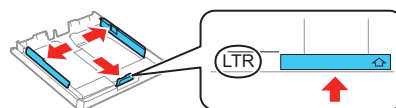
4 Insert paper with the glossy or printable side down.

Note: Make sure the paper is loaded against the front edge guide and not sticking out from the end of the cassette.

5 Slide the side edge guides against the paper, but not too tightly.

6 Put the paper cassette cover back onto the paper cassette.
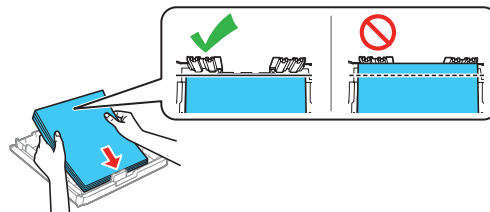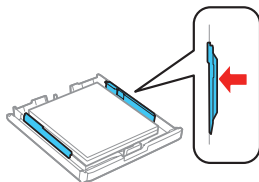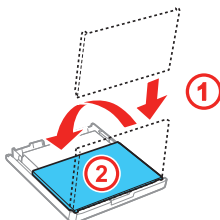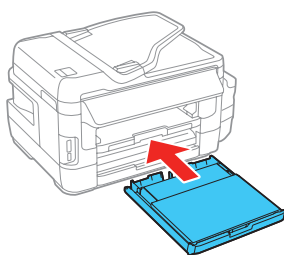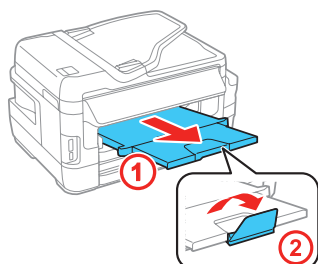

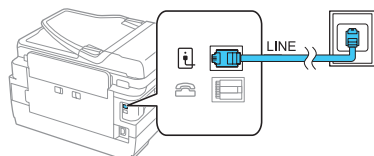**7** Keep the cassette flat as you insert it all the way.

8 Select the paper settings on the product's control panel.

9 Pull out the output tray.

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4 Connect the fax line

1 Connect a phone cord to a telephone wall jack and to the **LINE** port on your product. See the online *User's Guide* for more information.


2 Press **Start** on the product's control panel to set up the fax, or press **Close** to set it up later.

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5 Install software

Note: If your computer does not have a CD/DVD drive or you are using a Mac, an Internet connection is required to obtain the product software.

To print from a Chromebook™, go to **www.epson.com/support/gcp** (U.S.) or **www.epson.ca/support/gcp** (Canada) for instructions.

1 Make sure the product is **NOT CONNECTED** to your computer.
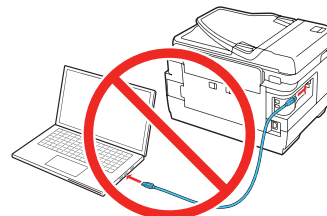
Windows®: If you see a Found New Hardware screen, click **Cancel** and disconnect the USB cable.

2 Insert the product CD or download and run your product's software package:

www.epson.com/support/et16500downloads (U.S.)
www.epson.ca/support/et16500downloads (Canada)

3 Follow the instructions on the screen to run the setup program.

Mac: Make sure you install Software Updater to receive firmware and software updates for your product.

4 When you see the Select Your Connection screen, select one of the following:

- **Wireless connection**

  In most cases, the software installer automatically attempts to set up your wireless connection. If setup is unsuccessful, you may need to enter your network name (SSID) and password.

- **Direct USB connection**

  Make sure you have a USB cable (not included).

- **Wired network connection**

  Make sure you have an Ethernet cable (not included).

Mobile printing

Connect wirelessly from your smartphone, tablet, or computer. Print documents and photos from across the room or around the world:

- Use Epson Print Enabler (free from Google Play™) with Android™ devices (v4.4 or later). Then connect your printer and device to the same network and tap the menu icon to print.

- Print remotely with Epson Connect™ and Google Cloud Print™. See your online *User's Guide* for instructions or learn more at **www.epsonconnect.com**.

Any problems?

Network setup was unsuccessful.

- Make sure you select the right network name (SSID).

- Restart your router (turn it off and then on), then try to connect to it again.

- The printer can only connect to a network that supports 2.4 GHz connections. If your router offers both 2.4 GHz and 5 GHz connections, make sure the 2.4 GHz network is enabled.

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

- If your network has security enabled, make sure you enter your network password (WEP key or WPA passphrase) correctly. Be sure to enter your password in the correct case. Press ⬆ to enter uppercase letters or press **123#** to enter numbers or symbols.

**There are lines or incorrect colors in my printouts.**

Run a nozzle check to see if any of the print head nozzles are clogged. Then clean the print head, if necessary. See the online *User's Guide* for more information.

The product's screen is dark.

Make sure your product is turned on, and press any button to wake it from sleep mode.

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

Make sure your product is on and securely connected as shown:
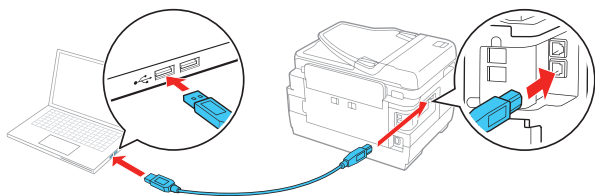
Any questions?

Quick Guide

Basic information and troubleshooting.

User's Guide

Windows: Click the icon on your desktop or Apps screen to access the online *User's Guide*.

Mac: Click the icon in **Applications/Epson Software/Guide** to access the online *User's Guide.*

If you don't have a User's Guide icon, go to the Epson website, as described to the right.

Technical support

Visit **www.epson.com/support** (U.S.) or **www.epson.ca/support** (Canada) and search for your product to download drivers, view manuals, get FAQs, or contact Epson.

Call (562) 276-4382 (U.S.) or (905) 709-3839 (Canada), 6 AM to 8 PM, Pacific Time, Monday through Friday, and 7 AM to 4 PM, Pacific Time, Saturday. Days and hours of support are subject to change without notice. Toll or long distance charges may apply.

Recycling

Epson offers a recycling program for end of life hardware and ink bottles. Please go to **www.epson.com/recycle** for information on how to return your products for proper disposal.

Need paper and ink?

Ensure peak performance and brilliant results with Genuine Epson Ink and specialty papers, engineered specifically for Epson® printers. Find Genuine Epson Ink and specialty papers at **www.epson.com** (U.S. sales) or **www.epson.ca** (Canadian sales) and at Epson authorized resellers. Call 800-GO-EPSON (800-463-7766).

DESIGNED *for* **EXCELLENCE**™
Epson printers, ink and specialty papers.

ET-16500 refill inks

Color		Code
⬤	Black	774
⬤	Cyan	664
⬤	Magenta	664
⬤	Yellow	664