

**Epson 9600 Graphics Printer
SOP
MEB 2265**



- 1) Turn on the printer prior to use for warm up.
- 2) Turn on the PC.
- 3) User name: student
- 4) Password: Utah
- 5) Open document to be printed.
- 6) Until a template has been created complete the following steps:
- 7) Select “print set up” with Ctrl + P or “Print” option from “File Menu” (DO NOT choose any print icon from toolbar)
- 8) Select “Properties”
- 9) Under “Main” tab
 - a) Media type
 - i) Glossy paper photo weight
 - b) Ink
 - i) Color
 - c) Mode
 - i) Automatic
- 10) Under “Paper” tab
 - a) Paper source
 - i) Roll paper
 - b) Paper size
 - i) Choose; max width 44”
 - ii) 44” x 36” landscape is a good default choice (this may be reduced to your size if known)
 - c) Roll paper option
 - i) Auto cut
 - d) Orientation
 - i) Choose: is a good default choice.
- 11) Click OK to close “Properties” window.
- 12) Click cancel to close print window DO Not Print.

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- 13) Choose “Print Preview” under File Menu:
 - a) Close when done.
- 14) Change page size of document if necessary. Use the file menu then page set up. Alternate between changing the page size until the view is correct.
- 15) Choose “Print” and click OK to print document
- 16) Once print begins Epson status monitor shows “communication error”
 - a) Ignore
- 17) To prematurely end print press “Stop” inside Epson status monitor.
- 18) Less paper may be used by reducing the paper size in the printer set up.
- 19) When completed turn off both printer and computer.
- 20) Allow printed sheet to dry.

For assistance: Clayton Butler <ClaytonB@xmission.com>