**Unpack**

1. Remove all protective materials from the product.

Note: 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. Unpack one of the ink bottles. Hold the ink bottle upright and slowly turn the bottle cap to remove it.

Caution: Do not shake or squeeze the ink bottles. Do not touch the top of the ink bottle after its cap is removed.

2. Position the top of the ink bottle along the slot in front of the filling port, then slowly stand the bottle up to insert it.

Note: Refer to the color-coded sticker to identify the color of each tank. Do not force the bottles into position; they are keyed for each color.

2. Fill ink tanks

Note: This product requires careful handling of ink. 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.

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

1. Open the ink tank cover, then open the cap for the ink tank you are going to fill.

2. Lift up the scanner unit. Remove all protective materials from inside the product.

Caution: Do not touch the flat white cable or the ink tubes and their translucent cover.

Caution: To reduce the risk of fire, use only a No. 26 AWG or larger telecommunication line cord.

The illustrations show the ST-4000, but the steps are the same for all models, unless otherwise specified.
10 ST-3000: Press ▲ or ▼ to select your language on the LCD screen, then press the OK button.
ST-4000: Select your language, country, and time.
Note: You can change these settings later using the product’s control panel. For more information, see the online User’s Guide.

Follow steps 11 and 12 to continue ink charging.

11 When the message to see the Start Here sheet appears on the LCD screen:
ST-3000: Press the OK button, then press and hold the help button for 3 seconds.
ST-4000: Press and hold the help button for 3 seconds.

12 When the ink confirmation message appears on the LCD screen, select Done to start charging the ink. Ink charging takes approximately 10 minutes. A message appears when ink charging is complete. Press the OK button to continue.
Caution: Do not turn off the product, raise the scanner unit, or load paper while the product is charging or you’ll waste ink.

13 To complete filling the ink tanks, repeat steps 1 through 6 using the remaining ink in the bottles.
Note: Replace the bottle cap before disposing of the bottles.

14 Close the ink tank cover and scanner unit.

15 Select Next and follow the on-screen instructions to reset the ink levels.

16 Follow the on-screen instructions to adjust the print quality. Press the OK button to continue.
Note: You can change these settings later using the product’s control panel. For more information, see the online User’s Guide.

3 Load paper
See the online User’s Guide for information about loading capacity and available paper types and sizes.

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

Caution: Do not connect to your computer yet.

9 Raise the control panel, then press the power button to turn on the product.

Note: If an error message appears, turn off the product and check that no protective material has been left inside the product.

4 Wait for the ink to fill the tank. Do not squeeze the bottle. Ink flows into the tank and stops automatically when the ink is filled to the upper line.

Note: If ink does not flow from the bottle, lift and reinstall the bottle.

5 When the ink tank is full, remove the ink bottle and securely close the ink tank cap. Place the remaining ink aside; you will need it later.

Note: Replace the bottle cap and tighten it.

6 Repeat the previous steps for the other colors.

7 Close the ink tank cover and then the scanner unit.

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

Caution: Do not connect to your computer yet.

4 Wait for the ink to fill the tank. Do not squeeze the bottle. Ink flows into the tank and stops automatically when the ink is filled to the upper line.

Note: If ink does not flow from the bottle, lift and reinstall the bottle.

5 When the ink tank is full, remove the ink bottle and securely close the ink tank cap. Place the remaining ink aside; you will need it later.

Note: Replace the bottle cap and tighten it.

6 Repeat the previous steps for the other colors.

7 Close the ink tank cover and then the scanner unit.

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

Caution: Do not connect to your computer yet.

9 Raise the control panel, then press the power button to turn on the product.

Note: If an error message appears, turn off the product and check that no protective material has been left inside the product.
2 Select **Proceed** to set up the fax, or select **Set Up Later** to set it up later.

---

### Install software

**Note:** 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.

2 Download and run your product's software package:
   - **ST-3000**
     - www.epson.com/support/st3000 (U.S.)
     - www.epson.ca/support/st3000 (Canada)
   - **ST-4000**
     - www.epson.com/support/st4000 (U.S.)
     - www.epson.ca/support/st4000 (Canada)

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

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:

- **Print directly from your iOS device.** Simply connect your printer and device to the same network and tap the action icon to select the print option.
- **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 the online User’s Guide for instructions or learn more at www.epson.com/connect (U.S.) or www.epson.ca/connect (Canada).

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 2.4 GHz 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.

There are lines or incorrect colors in my printouts.
Run a nozzle check to see if any of the 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 (ST-3000) or touch the screen (ST-4000) 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.

Any questions?

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 below.

Need paper and ink?

Ensure brilliant results with Epson specialty papers, engineered specifically for Epson printers. Find specialty papers and Epson Genuine Ink 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).