

## Loading the Epson 4000 Series

These directions should also provide guidance for the 4000, 4800, & 4880.

### Loading the Metal

The option Paper Size Check must be turned on. To do so press the menu button on the printer, arrow right and the down until you come to the PPR SIZE CHK option. Arrow right and you will see that it is either ON or OFF. If it is OFF arrow down and press the menu button so the star appears beside the option. To leave the menu arrow to the left until you come back to the READY window.

The paper source on the printer should be set as sheet.  
Release the paper lever and open the top cover.

Insert the sheet face up through the front of the printer right above the rollers as seen in image 1.  
Looking down front the top of the printer line up the right edge of the metal with the end up the furthest grey roller in the interior as seen in image 2.  
Push the metal back so it tucks under the interior grey rollers (1) and lines up with the black rollers in the front (2).

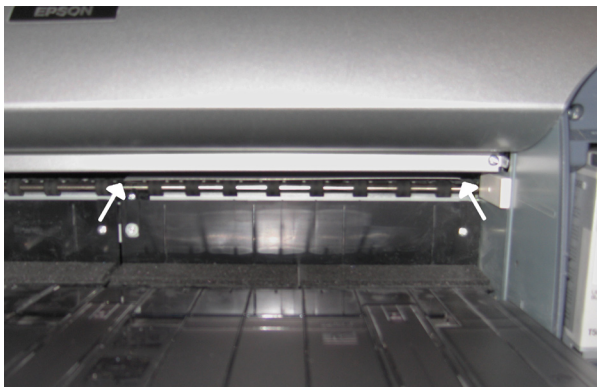


Image 1: Arrows point to edges of metal



Image 2: Arrow point to where to align metal edge.

Close the top cover and secure the paper lever.  
You will be prompted to press the pause button on the printer.  
The printer will take a few moments to finish loading the paper before it comes back to READY.

### Troubleshooting

If the metal itself is being scratches by the printer you can widen the platen gap. To do so press the menu button on the printer and arrow right to PLATEN GAP. Arrow right to select it and arrow down until you come to Widest. Press menu so a star appears next to the option. Now you have it selected. Arrow left to come back out to the READY window. You will also need to select the widest option in the print driver. After setting your Printer Color Management scroll down one more to Paper Configuration. Where it says Platen Gap change it from auto to widest.

The problem of scratches through the ink. When the metal prints out there is the possibility of it bending. On the printer's tray there is a ramp that pops up. This, or placing a book on the tray, will keep the metal from bending as it comes out and prevent head strikes from the curvature.