Epson ES-400 II

Epson Workforce ES-400 II Color Duplex Desktop Document Scanner

User Instruction Manual

1. INTRODUCTION

This manual provides essential instructions for setting up, operating, and maintaining your Epson Workforce ES-400 II Color Duplex Desktop Document Scanner. Please read this manual thoroughly before using the scanner to ensure proper operation and to maximize its performance.

Image 1.1: The Epson Workforce ES-400 II scanner with documents ready for scanning. This device is designed for efficient two-sided document scanning.

2. SETUP AND INSTALLATION

2.1 Unpacking the Scanner

Carefully remove all components from the packaging. Ensure all items listed in the 'In the Box' section are present. Retain packaging for future transport or storage.

Image 2.1: The scanner and its included accessories: SuperSpeed USB 3.0 cable, AC adapter with power cable, and a 'Start Here' poster.

2.2 Connecting the Scanner

1. Connect the AC adapter to the scanner's power input and then plug it into an electrical outlet.
2. Connect the supplied USB cable to the scanner's USB port and to an available USB port on your computer (PC or Mac).

2.3 Software Installation

Before using the scanner, install the necessary software. The Epson ScanSmart Software and TWAIN driver are essential

for full functionality.

- **Epson ScanSmart Software:** This intuitive software allows you to preview scans, email files, upload to cloud services, and manage documents.
- **TWAIN Driver:** Ensures compatibility with most document management software, allowing seamless integration into existing office workflows.

Refer to the 'Start Here' poster or the official Epson support website for detailed software installation instructions.

3. OPERATING THE SCANNER

3.1 Loading Documents

The scanner features a 50-sheet Automatic Document Feeder (ADF) for efficient batch scanning.

1. Fan the edges of the document stack to prevent misfeeds.
2. Place the documents face-down into the ADF, ensuring they are aligned with the document guides. Adjust the guides to fit the width of your documents.
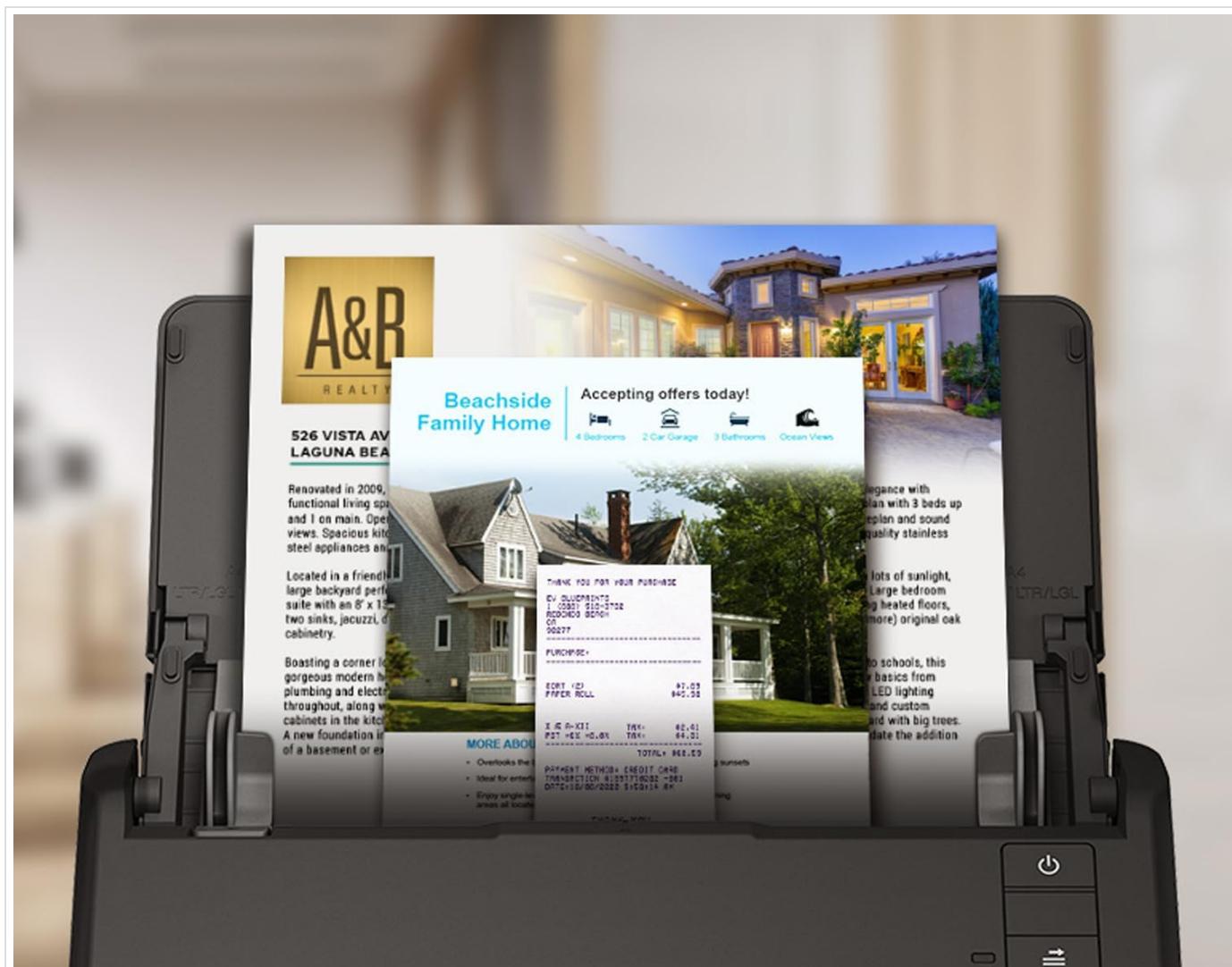
Batch Scanning

Robust 50-sheet Auto-Document Feeder easily accomodates multiple paper types and sizes in one batch.

3.2 Scanning Process

The ES-400 II supports fast, two-sided scanning, capturing both sides of a document in a single pass.

- **Initiating a Scan:** Use the Epson ScanSmart software on your computer or the control panel buttons on the scanner to start a scan.
- **Scan Speed:** The scanner can process up to 35 pages per minute (ppm) or 70 images per minute (ipm) for two-sided documents.

Fast 2-Sided Scanning

Single-Step Technology captures both sides in one pass.

Image 3.2: The scanner's single-step technology captures both sides of a document in one pass, achieving high scan speeds.

3.3 Using Epson ScanSmart Software

The ScanSmart software provides powerful tools for managing your scanned documents.

- **Preview and Edit:** Review scanned images, rotate, crop, and make other adjustments before saving.
- **File Management:** Create searchable PDFs using Optical Character Recognition (OCR) or convert scans to editable Word or Excel files.
- **Sharing Options:** Easily email scanned documents or upload them directly to popular cloud storage services such

as Dropbox, Evernote, Google Drive, and OneDrive.
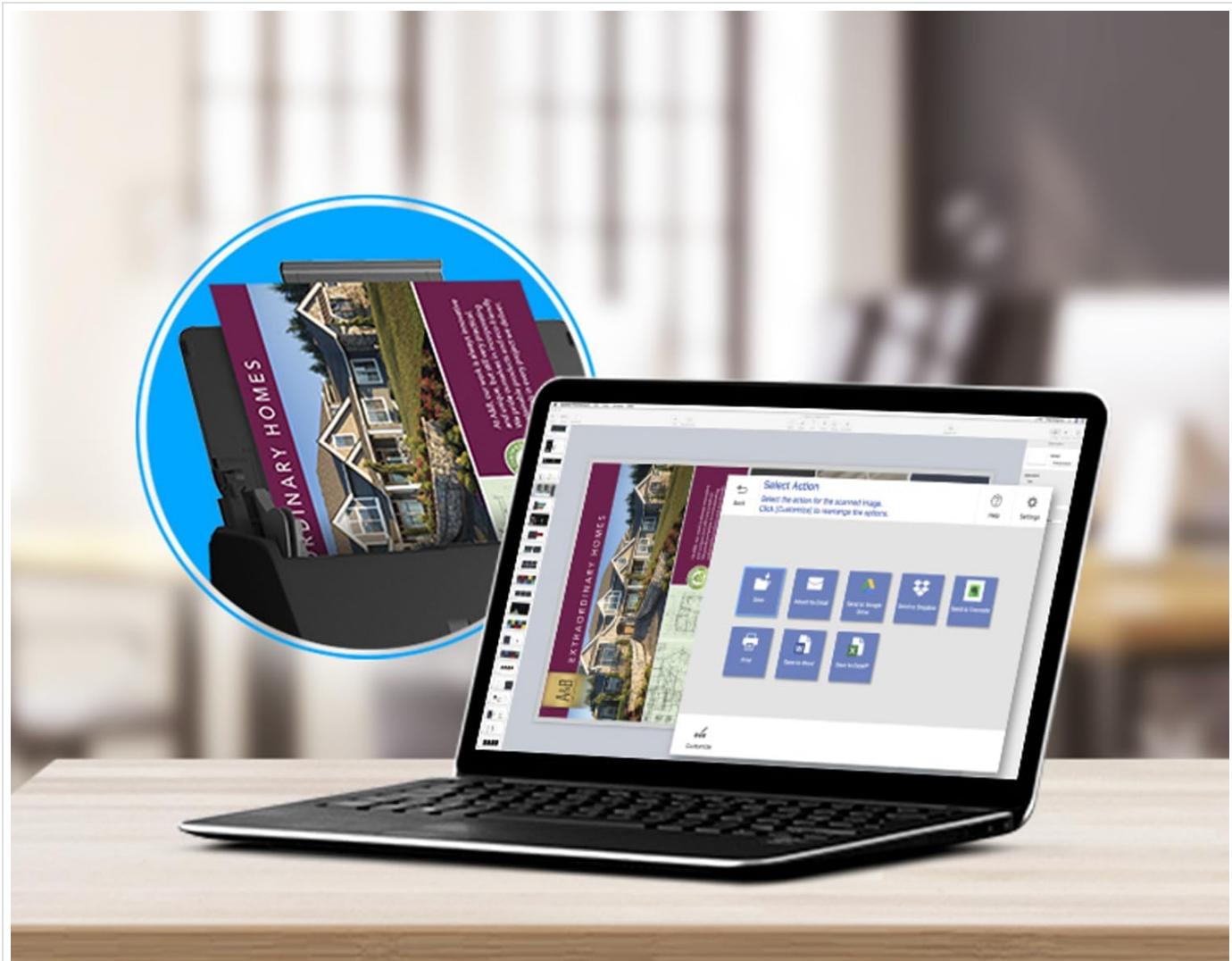
Organize with Powerful Software

Quickly preview, email & save scans.
Create searchable PDFs or editable Word or Excel files.

Image 3.3: The Epson ScanSmart software interface, allowing users to organize, preview, and share scanned documents.

3.4 Image Adjustment Tools

The scanner includes features to enhance scan quality:

- Auto Crop
- Blank Page Skip
- Background Removal
- Dirt Detection
- Paper-Skew Correction

4. MAINTENANCE

4.1 Cleaning the Scanner

Regular cleaning helps maintain optimal scan quality and prevents paper jams.

- Turn off the scanner and unplug the AC adapter before cleaning.
- Use a soft, lint-free cloth dampened with a mild, non-abrasive cleaner to wipe the exterior of the scanner.
- Refer to the detailed user guide for instructions on cleaning the interior components, such as the rollers and glass surfaces.

5. TROUBLESHOOTING

If you encounter issues with your scanner, refer to the following common solutions. For more comprehensive troubleshooting, consult the official Epson support resources.

5.1 Common Issues and Solutions

- **Scanner Not Detected:** Ensure the USB cable is securely connected to both the scanner and the computer. Verify that the scanner is powered on. Reinstall the scanner drivers if necessary.
- **Paper Jams:** Open the scanner cover and carefully remove any jammed paper. Ensure documents are properly fanned and aligned before loading into the ADF.
- **Poor Scan Quality:** Clean the scanner's glass surfaces and rollers. Adjust image settings in the Epson ScanSmart software, such as resolution or color mode.

6. SPECIFICATIONS

Below are the key technical specifications for the Epson Workforce ES-400 II scanner:

Feature	Specification
Product Dimensions	11.6"D x 11.6"W x 6.9"H
Item Weight	8.14 pounds (3.7 Kilograms)
Scanner Type	Document
Connectivity Technology	USB
Resolution	300 dpi
Color Depth	8 bpp
Standard Sheet Capacity	50 sheets (Automatic Document Feeder)
Optical Sensor Technology	CCD
Date First Available	November 26, 2020
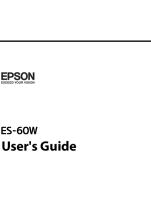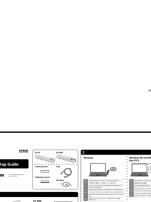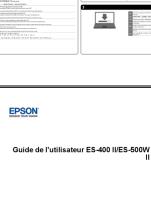
Image 6.1: Physical dimensions of the Epson Workforce ES-400 II scanner.

7. SUPPORT AND WARRANTY

For additional support, detailed user guides, software downloads, and warranty information, please visit the official Epson support website. The comprehensive User Guide (PDF) is available for download and provides in-depth information on all aspects of your scanner.

Warranty details are provided with your product documentation. Please refer to these documents for specific terms and conditions.

Related Documents - ES-400 II

EPSON ES-400 II/ES-500W II User's Guide	**Epson ES-400 II and ES-500W II Document Scanner User Guide** Comprehensive user guide for the Epson ES-400 II and ES-500W II document scanners. Learn about setup, loading originals, Wi-Fi networking, scanning features, maintenance, and troubleshooting.
My computer does not recognize the product when I use a USB connection. What should I do?	**Epson Scanner Troubleshooting and Maintenance Guide (ES-300W, ES-300WR, ES-200)** Comprehensive guide for Epson ES-300W, ES-300WR, and ES-200 scanners, covering setup, Wi-Fi connection, USB recognition, software issues, roller replacement, cleaning, and troubleshooting common problems.
EPSON ES-60W **User's Guide**	**Epson ES-60W User's Guide: Setup, Operation, and Troubleshooting** Comprehensive user's guide for the Epson ES-60W portable scanner. Learn setup, scanning features, maintenance, troubleshooting, and technical specifications. Get support from Epson.
ES-50 ES-60W Setup Guide	**Epson ES-50 and ES-60W Document Scanner Setup Guide** Comprehensive setup and installation guide for the Epson ES-50 and ES-60W document scanners. Covers software installation, connection procedures, and basic usage for Windows and Mac OS X.
EPSON Guide de l'utilisateur ES-400 II/ES-500W II	**Guide de l'utilisateur Epson ES-400 II et ES-500W II : Installation, Utilisation et Maintenance** Manuel d'utilisation détaillé pour les scanners de documents Epson ES-400 II et ES-500W II. Apprenez à installer, configurer, utiliser les fonctions de numérisation, effectuer la maintenance et résoudre les problèmes avec ce guide complet.
EPSON DS-1730 **Guida utente** Caratteristiche del prodotto Introduzione allo scanner Specifiche e posizionamento degli originali Scansione Manutenzione Soluzione dei problemi	**Epson DS-1730 User Guide** Comprehensive user guide for the Epson DS-1730 scanner, covering product features, scanning operations, maintenance, troubleshooting, and technical specifications. Learn how to optimize scanning for various document types and ensure proper product care.