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› Epson WorkForce ES-200 Scanner and WF-110 Printer User Manual

Epson ES-200, WF-110

Epson WorkForce ES-200 Scanner and WF-110 Printer User Manual

Your comprehensive guide to setup, operation, and maintenance.

PRODUCT OVERVIEW

This manual provides detailed instructions for the Epson WorkForce ES-200 Color Portable Document Scanner and the Epson WorkForce WF-110 Wireless Color Mobile Printer. These devices are designed to enhance productivity for both office and mobile environments, offering efficient document management and printing solutions.



Image: The Epson WorkForce ES-200 Portable Document Scanner (left) and the Epson WorkForce WF-110 Wireless Mobile Printer (right), showcasing their compact designs.

EPSON WORKFORCE ES-200 PORTABLE DOCUMENT SCANNER

Features

- **Fast Scan Speeds:** Capable of scanning up to 25 pages per minute (ppm) and 50 images per minute (ipm) for efficient document processing.
- **Single-Step Duplex Scanning:** Scans both sides of a document in a single pass, saving time and effort.
- **Versatile Document Handling:** Supports scanning of various document types including 2-sided documents, receipts, business cards, and plastic IDs.

- **20-page Auto Document Feeder (ADF):** Allows for batch scanning of multiple pages without manual feeding.
- **Flexible Power Options:** Can be powered via AC adapter or USB 3.0 connection for convenient portability.
- **Epson ScanSmart Software:** Facilitates scanning to cloud storage accounts, searchable PDFs, and editable Word/Excel files.
- **Image Processing Technology:** Built-in technology for intelligent color and image adjustments.

Setup

1. **Unpack the Scanner:** Carefully remove the scanner and all accessories from the packaging.
2. **Connect Power:** Connect the AC adapter to the scanner and a power outlet, or connect the USB 3.0 cable to the scanner and your computer's USB 3.0 port.
3. **Install Software:** Insert the installation CD (if included) or download the latest drivers and Epson ScanSmart Software from the official Epson support website. Follow the on-screen instructions to complete the installation.
4. **Load Documents:** Open the ADF cover and extend the input tray. Adjust the paper guides to fit your document size.

Operation

1. **Prepare Documents:** Ensure documents are free of staples, paper clips, or any obstructions. Fan the edges to prevent misfeeds.
2. **Place Documents in ADF:** Load documents face-down, top edge first, into the Auto Document Feeder.
3. **Start ScanSmart Software:** Launch the Epson ScanSmart application on your computer.
4. **Select Scan Settings:** Choose your desired scan settings, such as document type, color mode (color, grayscale, black & white), resolution, and destination (e.g., PDF, searchable PDF, cloud service).
5. **Initiate Scan:** Click the 'Scan' button within the software or press the scan button on the scanner itself.
6. **Review and Save:** After scanning, review the scanned images. You can rotate, reorder, or delete pages. Save the scanned document to your chosen location.



Image: The Epson WorkForce ES-200 Portable Document Scanner in its compact, closed position, ready for transport.

Fastest Scan Speeds in Its Class¹ Up to 25 ppm/50 ipm²



1 In its class, as compared to other portable consumer document scanners with an ADF, using the AC adapter and power cable, priced under \$300 MSRP USD (sold into the United States and Canada as of October 2021). Excludes other Epson® scanners.

2 Based on letter-sized scans at 300 dpi using the AC adapter.

Image: The Epson WorkForce ES-200 Scanner with its ADF open, actively feeding and scanning multiple documents into a connected laptop.

Versatile Scanning 2-Sided Documents, Receipts, Business Cards, Plastic IDs and More



Image: A close-up view of the Epson WorkForce ES-200 Scanner feeding a business card, demonstrating its versatility for small media.

EPSON WORKFORCE WF-110 WIRELESS MOBILE PRINTER

Features

- **Ultra-Lightweight and Compact:** Designed for easy transport in bags and briefcases.
- **Wireless Connectivity:** Built-in Wi-Fi and Wi-Fi Direct for printing from various devices without a router.
- **Rechargeable Battery:** Integrated lithium-ion battery for portable printing.
- **Flexible Charging:** Can be recharged via USB or AC adapter.
- **Optional External Accessory Battery:** Available for extended print volume.
- **Mobile Printing:** Print presentations, invoices, contracts, and more directly from iPad, iPhone, tablets,

smartphones, or laptops.

- **Genuine Epson Cartridges:** Designed to work exclusively with Epson genuine ink cartridges for optimal performance.

Setup

1. **Unpack the Printer:** Remove the printer and all packing materials.
2. **Charge the Battery:** Connect the AC adapter to the printer and a power outlet, or use a USB cable to charge via a computer or USB power source. Allow the battery to fully charge before first use.
3. **Install Ink Cartridges:** Open the ink cartridge cover and install the genuine Epson ink cartridges into their respective slots until they click into place.
4. **Load Paper:** Open the paper support and output tray. Load paper into the input slot, adjusting the paper guides to fit the paper width.
5. **Install Software/Drivers:** Download and install the latest printer drivers and utility software from the Epson support website onto your computer or mobile device.
6. **Connect Wirelessly:** Follow the on-screen instructions in the software to connect the printer to your Wi-Fi network or establish a Wi-Fi Direct connection with your device.

Operation

1. **Power On:** Press the power button to turn on the printer.
2. **Load Paper:** Ensure paper is loaded correctly in the input tray.
3. **Select Print Job:** From your computer or mobile device, open the document or image you wish to print.
4. **Choose Printer:** In the print dialog box, select the Epson WF-110 printer.
5. **Adjust Print Settings:** Configure print settings such as paper size, print quality, and number of copies.
6. **Initiate Print:** Click 'Print'. The printer will begin printing your document.
7. **Battery Management:** Monitor the battery level indicator. Recharge the printer as needed to ensure continuous operation.



Image: The Epson WorkForce WF-110 Wireless Mobile Printer with its paper trays extended, actively printing a colorful document.

At a glance

WorkForce® WF-110 Wireless Mobile Printer



Wireless



Print



Built-in Battery



Lightweight



Portable

Additional features

- ✓ Ultra lightweight and compact
- ✓ Flexible battery charging
- ✓ Built-in, rechargeable battery
- ✓ External battery available
- ✓ 5G Wi-Fi® plus Wi-Fi Direct®*
- ✓ Print 4" x 6" photos
- ✓ Automatic power-off feature
- ✓ 1.4" color LCD; control panel
- ✓ Hands-free, voice-activated printing*
- ✓ Print speeds up to 6.7 ISO ppm bk/3.8 ISO ppm clr*
- ✓ Durable, instant-dry inks



Ink cartridges



215 Series Genuine Epson® Ink Cartridges

*Printer designed for use exclusively with Epson ink cartridges.**

***SCROLL DOWN TO "FROM THE MANUFACTURER" TO LEARN MORE.**

Image: An infographic highlighting key features of the Epson WorkForce WF-110, including wireless capability, print function, built-in battery, lightweight design, and portability, along with ink cartridge information.

MAINTENANCE

General Cleaning

- Regularly wipe the exterior of both devices with a soft, damp, lint-free cloth.
- Avoid using abrasive cleaners or solvents.

Scanner Maintenance (ES-200)

- **Clean the Scanner Glass:** Use a soft, lint-free cloth lightly dampened with glass cleaner to clean the scanner glass and plastic surfaces.
- **Clean Rollers:** Refer to the Epson ScanSmart software or the full user manual for instructions on cleaning the paper feed rollers to prevent paper jams and improve scanning quality.

Printer Maintenance (WF-110)

- **Ink Cartridge Replacement:** Replace ink cartridges when prompted by the printer or software. Use only genuine Epson cartridges.
- **Nozzle Check and Head Cleaning:** If print quality declines (e.g., streaks, missing colors), perform a nozzle check and head cleaning using the printer utility software.

TROUBLESHOOTING

If you encounter issues with your Epson scanner or printer, refer to the following common troubleshooting steps:

- **Device Not Responding:** Ensure both devices are powered on and properly connected to your computer or network. Check all cables.
- **Scanner Paper Jams:** Open the scanner cover and carefully remove any jammed paper. Ensure documents are loaded correctly and not wrinkled or torn.
- **Printer Paper Jams:** Open the printer covers and gently remove any jammed paper. Ensure paper is loaded correctly and not exceeding the maximum capacity.
- **Poor Scan Quality:** Clean the scanner glass and rollers. Ensure documents are placed correctly. Adjust scan settings (e.g., resolution, color mode) in the ScanSmart software.
- **Poor Print Quality:** Perform a nozzle check and head cleaning. Check ink levels and replace low cartridges. Ensure you are using genuine Epson ink.
- **Connectivity Issues:** For wireless connections, ensure both devices are on the same network. Restart your router, computer, and the device. For Wi-Fi Direct, ensure the connection is established correctly.
- **Software Issues:** Ensure you have the latest drivers and software installed. Try reinstalling the software if problems persist.

For more detailed troubleshooting, consult the full user manual or Epson's online support resources.

SPECIFICATIONS

Feature	Detail
Brand	Epson
Scanner Model	WorkForce ES-200
Printer Model	WorkForce WF-110
Scanner Type	Business Card, Document, Receipt
Scanner ADF Capacity	20 sheets
Scanner Speed (ES-200)	Up to 25 ppm / 50 ipm (300 dpi, AC adapter)
Printer Connectivity	Wireless (Wi-Fi, Wi-Fi Direct)
Printer Power Source	Built-in rechargeable lithium-ion battery, AC adapter, USB

Feature	Detail
Minimum System Requirements	Windows 7 (for scanner)
Date First Available	October 26, 2023

WARRANTY AND SUPPORT

For detailed warranty information, please refer to the documentation included with your product or visit the official Epson website.

A comprehensive User Manual in PDF format is available for download:

[Download User Manual \(PDF\)](#)

For further assistance, technical support, or to find genuine Epson supplies, please visit the official Epson support website:

[Visit the Epson Store on Amazon](#)

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Question

Example: How do I reset this device or fix this error?

Details

Model number, symptoms, what you tried, or the section of the manual you are using.

Submit question

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