KODAK ESP Office 6100 Series All-in-One Printer

Extended User Guide

Kodak

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1 Printer Overview

This printer lets you print, copy, scan, and fax pictures and documents. In addition, this printer supports networking, letting you access the printer over a wireless (Wi-Fi) or Ethernet network.

Components
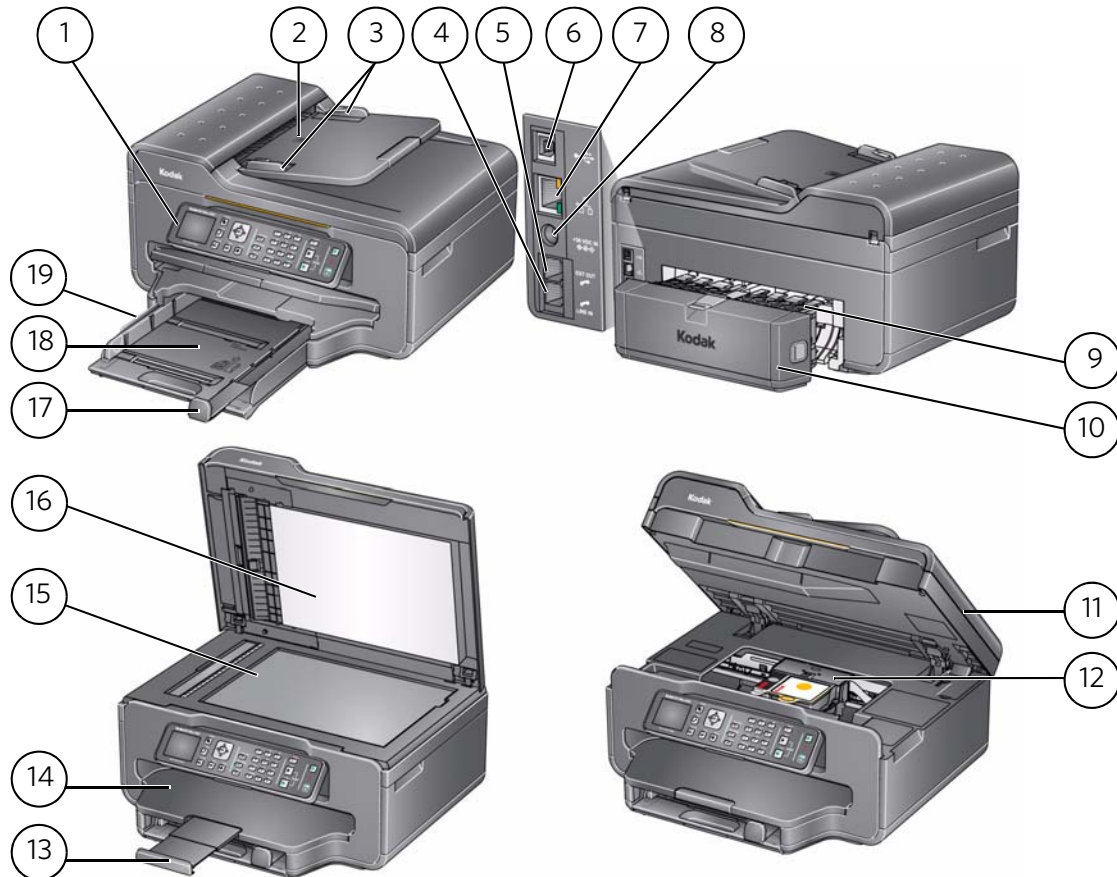
1	Control panel	11	Printer access door
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Control panel

	Feature	Description
1	LCD	Displays pictures, messages, and menus
2	Copy button	Displays the Copy Options menu
3	Fax button	Lets you enter a phone number for sending a fax or choose the Fax Options menu
4	Scan button	Displays the Scan Options menu
5	Navigation buttons	Used to navigate menus and scroll through pictures
6	Back button	Displays the next higher screen in the menu structure
7	OK button	Selects a menu item, accepts a setting, and continues with the current operation
8	Home button	Displays the Main Menu
9	Redial button	Dials the last dialed phone number
10	Auto Answer button	Turns the fax auto answer feature on or off; when on, the fax answers all incoming calls
11	Phonebook button	Displays the phonebook of fax numbers entered on this printer; lets you enter or edit phone numbers

Feature		Description
12	Numeric keypad	Used to dial a phone number or a Quick Dial number for faxing; to enter information and Quick Dial settings into the fax phonebook; to specify a quantity for making copies; and to enter an encryption string or passphrase for access to a wireless network
13	Cancel button	Stops the current operation and goes to the Main Menu, highlighting the function that you used last
14	Start Color button	Starts the selected operation in color
15	Start Black button	Starts the selected operation in black and white
16	On/Off button	Turns the printer on or off
17	Wi-Fi connectivity LED	When lit, signals that the printer is connected to a wireless (Wi-Fi) network; blinks quickly when searching for networks; blinks slowly when attempting to join an already configured network
18	Attention light	Blinks when an error occurs

Home Center Software

KODAK Home Center Software is installed as part of the software installation on your computer. The Home Center icon is added to your desktop and, depending on your configuration, to the Start menu. Use this icon to start Home Center Software.

On a computer with WINDOWS Operating System (OS), you can use Home Center Software to:

- browse, crop, enhance, and edit pictures
- print, scan, and fax
- upgrade your printer with the latest software and firmware
- configure your printer
- order supplies
- access the KODAK Tips and Projects Center
- access this Extended User Guide

On a computer with MAC OS, you can use Home Center Software to scan, order supplies, configure your printer, or check for printer software updates.

Configuring printer settings

NOTE: When you first power on the printer, the LCD prompts you to select the **Language** and **Country/Region**.

To set or change basic printer settings:

1. Press **Home**.
2. Press ▼ to select **Printer Settings**, then press **OK**.
3. Press ▼ to select one of the following settings:
    - **Date and Time**
        - Press **OK**, then press ▼ to select **Year**, **Month**, **Day**, **Hour**, or **Minute**. Press ◀ or ▶ to change the values; press **OK** when you are done.

NOTE: You can also synchronize the printer date and time to your computer using the Home Center software.

    - **Button Sounds**
        - Press ▶ to select **On** or **Off**.
    - **Time to Low Power**
        - Press ▶ to change the time to energy-saving low power (select from 1 to 4 hours in 0.5 hour increments). After the time to low power, the printer enters a low-power mode.
    - **Language**
        - Press **OK**, press ▼ to select a language, then press **OK**.
    - **Country/Region**
        - Press **OK**, press ▼ to select a country or region, then press **OK**.
    - **Reset All Settings** (see Resetting factory defaults, page 65)

NOTE: Resetting factory defaults does not change the date and time, language, country/region, or network settings.

4. Press **Back** to return to the Main Menu.

2   Networking Your Printer

This section explains how to configure or change your network settings.

Connecting to a wireless network

To connect your printer to an 802.11 wireless (Wi-Fi) network, refer to the following information.

Before you connect

You need:

- A computer equipped with a network interface card or wireless networking support.
- A working 802.11 wireless network. Kodak recommends that you use a wireless access point/router that uses Dynamic Host Configuration Protocol (DHCP).
- To determine whether your wireless router supports Wi-Fi Protected Setup (WPS).
- Your network name (SSID - Service Set Identifier). You can obtain your SSID from the wireless access point, most commonly a router, using the router's embedded Web server. See the manufacturer's documentation provided with your wireless system for more information.

IMPORTANT: *The SSID is case sensitive.*

- Your Wired Equivalent Privacy (WEP) key or Wi-Fi Protected Access (WPA/WPA2) passphrase.
- To temporarily disable your firewall until the printer is successfully installed and communicating. For information, go to www.kodak.com/go/inkjetnetworking.

Using the LCD keyboard

When you need to enter letters or numbers, a keyboard appears on the LCD.

On the printer, press ▲, ▼, ◄ or ► to select the letters and numbers, using the correct uppercase and lowercase letters. Press **OK** after each character. When you are done, select **DONE**, then press **OK**.

- To erase a character, select **BKSP** (backspace), then press **OK**.
- To change from uppercase to lowercase, select **abc/123**, then press **OK**.
- To change from lowercase to uppercase, select **ABC/123**, then press **OK**.
- To enter punctuation or symbols, select **!@#**, then press **OK**.

Connecting to a wireless network using the WiFi Setup Wizard

You can use the WiFi Setup Wizard on the printer to connect to your wireless network. Read the following procedures and use the one that is appropriate for your network setup.

Connecting to a non-WPS wireless router

To connect to your wireless network, you need to know the network name, which is also called the Service Set Identifier (SSID). You can obtain your network name from the wireless router. See the manufacturer's documentation for more information.

If you have enabled security on your network, you also need to know the security string, which may be a Wired Equivalent Privacy (WEP) or a Wi-Fi Protected Access (WPA/WPA2) passphrase.

Record your network information, using the correct uppercase and lowercase letters for your WEP key or WPA/WPA2 passphrase.

1. Press **Home**.
2. Press ▼ to select **Network Settings**, then press **OK**.
3. With **WiFi Setup Wizard** selected, press **OK**.

NOTE: The Wi-Fi radio turns on automatically when you select WiFi Setup Wizard.

The printer searches for available wireless networks within range, then displays the list in order of signal strength. For example:
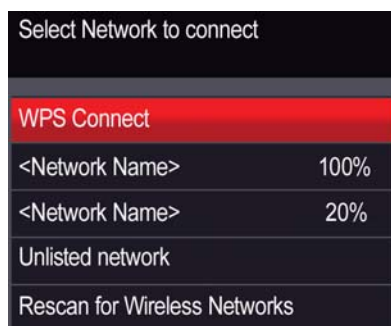
NOTE: If there are more networks than can be shown on the LCD, a ▽ (page down) symbol appears in the bottom right of the display. If you don't see your network in the list or want to change your network, select **Rescan for Wireless Networks**, then press **OK**.

4. If the name of your network is:

Listed	Not listed
Press ▼ to select your network, then press **OK**.	Make sure your wireless router is turned on and within range. If your wireless router does not broadcast its SSID (network name): a. Press ▼ to select **Unlisted Network**, then press **OK**. b. Use the LCD keyboard to enter your network name. (See "Using the LCD keyboard" on page 5.) c. Select **WEP** or **WPA/WPA2** as required for your network's security setup, then press **OK**.

5. If your network requires a password, "Enter Security String" and a keyboard appear on the LCD. Use the LCD keyboard to enter the security string. (See "Using the LCD keyboard" on page 5.)

6. When the confirmation message appears, press **OK**.

   If the printer is successfully connected, the Wi-Fi status light will be on.

   If you are unable to connect your printer, go to www.kodak.com/go/inkjetnetworking for more information.

7. If you haven't yet installed the KODAK All-in-One Printer Software, go to www.kodak.com/go/aiodownloads and follow the on-screen instructions to install the software.

   The printer with a wireless connection is listed as the name of the printer plus a number (for example, KodakESP6100+1133).

Connecting to a WPS wireless router

If your router supports Wi-Fi Protected Setup (WPS), you can use WPS Connect. WPS lets you configure your printer for a wireless network by pressing buttons or entering a PIN.

To connect to a network using WPS:

1. Press **Home**.
2. Press ▼ to select **Network Settings**, then press **OK**.
3. With **WiFi Setup Wizard** selected, press **OK**.

NOTE: The Wi-Fi radio turns on automatically when you select WiFi Setup Wizard.

4. With **WPS Connect** selected, press **OK**.

5. Select one of two methods of connecting:

IMPORTANT: *Before you press **OK** on the printer, make sure you know where the router's push button is, or where to enter the generated PIN. If necessary, consult your Internet service provider or router device manufacturer's documentation for more information.*

Pressing a button	Entering a PIN
NOTE: You will have two minutes to press or select the WPS button. It may be a button on the device or a virtual button in the device's software. a. With **Push Button Configuration** selected, press **OK**. b. Press or select the WPS button for your wireless router.	a. Press ▼ to select **Generate WPS PIN**, then press **OK**. b. In your wireless router's software, locate the PIN screen. c. Enter the PIN you received on the LCD into the PIN screen, then follow the router's instructions.

6. When the confirmation message appears, press **OK**.

If the printer is successfully connected, the Wi-Fi status light will be on.

If you are unable to connect your printer, go to www.kodak.com/go/inkjetnetworking for more information.

7. If you haven't yet installed the KODAK All-in-One Printer Software, go to www.kodak.com/go/aiodownloads and follow the on-screen instructions to install the software.

The printer with a wireless connection is listed as the name of the printer plus a number (for example, KodakESP6100+1133).

Setting up an IP address

IMPORTANT: *You should only need to set up an IP address for your printer if you are having a problem with connecting. Typically, it is not necessary to set up an IP address. This procedure is for advanced users who know how to obtain the IP address for the printer.*

All IP address entries have the following format: 000.000.000.000. Within each three-digit grouping, the number must be right-justified. If an address or subnet mask has only one or two characters between the periods, include one or two leading zeros in front of that number. For example:

The address as it may appear in your documentation	How to enter the address in the printer menu
149.89.138.149	149.089.138.149
149.2.40.149	149.002.040.149

For information about obtaining the printer IP address, go to www.kodak.com/go/inkjetnetworking.

To set up your IP address on the printer:

1. Press **Home**.
2. Press ▼ to select **Network Settings**, then press **OK**.
3. Press ▼ to select **Advanced IP Address Setup**, then press **OK**.
4. Press **OK** again to continue.
5. Select one of the following, then press **OK**:
   - **Dynamic (DHCP)**
   - **Automatic (Private)**
   - **Manual (Static)**
6. If you selected **Manual (Static)**, you are prompted to enter an IP address, a Subnet Mask, a Gateway Address, and a DNS Server address. Press **OK** after each entry. Use the navigation buttons to enter each digit of the numbers.

   Consult your Internet service provider or network administrator for more information.

Viewing the network configuration

To view the network configuration and verify that you are connected to your wireless network:

1. Press **Home**.
2. Press ▼ to select **Network Settings**, then press **OK**.
3. Press ▼ to select **View Network Configuration**, then press **OK**.

   The wireless or Ethernet network settings appear on the LCD, including:
   - Printer Hostname
   - Connection
   - Speed
   - IP Address
   - IP Address Type
   - Network Subnet
   - Connected Network SSID
   - Security
   - Authentication
   - Channel
   - Region
   - Radio (on/off)
   - MAC Address

   If the printer is connected to your network, you will see the network name and the word CONNECTED.
4. To scroll through the information, press ▼.
5. When you are done, press **OK**.

Printing the network configuration

To print the current network configuration:

1. Load plain paper into the printer. (See Loading plain paper, page 16.)
2. Press **Home**.
3. Press ▼ to select **Network Settings**, then press **OK**.
4. Press ▼ to select **Print Network Configuration**, then press **OK**.

Installing your printer on additional computers on the network

To add your printer to another computer(s) on your network, install the KODAK All-in-One Printer Software on each computer. Go to www.kodak.com/go/aiodownloads and follow the on-screen instructions.

Connecting to another KODAK All-in-One Printer

If you are connecting to a newer model printer (for example, you have an ESP 7 printer and now you are adding an ESP Office 6150 printer), you must install the software for the newer model.

If you are connecting to another ESP Office 6150 printer or to a previous model:

On a computer with WINDOWS OS:

1. Select **Start > All Programs > Kodak > Kodak Printer Network Setup Utility**.
   - If your wireless all-in-one printer (example: KodakESP6100+1133) **is not** listed:
     a. Select **No, my printer is not listed**, then click **Next**.
     b. From the drop-down list, select your printer.
     c. Select **Network - Wireless / WiFi**, then click **Next**.
        When your printer is detected, driver installation begins.
   - If your wireless all-in-one printer (example: KodakESP6100+1133) **is** listed:
     a. Highlight the all-in-one printer that is connected to your network.
     b. Select **Yes, my printer is listed**, then click **Next**.
        When your printer is detected, driver installation begins.
2. When driver installation is complete, click **Done**.

On a computer with MAC OS:

1. Select **Apple > System Preferences**.
2. Under Hardware, select **Print & Fax**.
3. In the Print & Fax dialog box, click **+**.
4. Select your printer from the list, then click **Add**.

Connecting to an Ethernet network

Before you connect, you need:

- An Ethernet network that includes a router, switch, or hub with an Ethernet port.
- A Category 5 (or higher) Ethernet cable.
- To temporarily disable your firewall until the printer is successfully installed and communicating. For information, go to www.kodak.com/go/inkjetnetworking.

To connect to an Ethernet network:

1. Connect the Ethernet cable to the Ethernet port on the back of the printer.
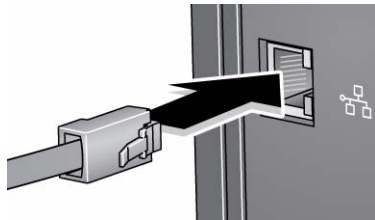
2. Connect the other end of the Ethernet cable to an available Ethernet port on your router, switch, or hub.
3. If you haven't yet installed the KODAK All-in-One Printer Software, go to www.kodak.com/go/aiodownloads and follow the on-screen instructions to install the software and complete your setup.

Adding a network connection to a USB-connected computer

You can change the way you connect to your printer at any time.

Changing from USB to a wireless connection

To change the printer connection type from USB to a wireless (Wi-Fi) network:

If your printer is connected to a computer with WINDOWS OS:

1. Unplug the USB cable from your printer and computer.
2. On the printer control panel, press **Home**.
3. Press ▼ to select **Network Settings**, then press **OK**.
4. Press ▼ to select **View Network Configuration**, press **OK**, then confirm you have an IP address.
5. If you have not already done so, connect your printer to your wireless network. See Connecting to a wireless network, page 5.
6. On your computer, disable any firewall you have installed until you have successfully completed the installation. For more information on firewalls, go to www.kodak.com/go/inkjetnetworking.
7. Select **Start > All Programs > Kodak > Kodak Printer Network Setup Utility**.
   - If your wireless all-in-one printer (example: Kodak ESP Office 6100+1133) **is not** listed:
     a. Select **No, my printer is not listed**, then click **Next**.
     b. Select your printer from the list.
     c. Select **Network - Wireless/WiFi**, then click **Next**.
        When your printer is detected, driver installation begins.
   - If your wireless all-in-one printer (example: Kodak ESP Office 6100+1133) **is** listed:
     a. Highlight the all-in-one printer that is connected to your network.
     b. Select **Yes, my printer is listed**, then click **Next**.
        When your printer is detected, driver installation begins.
8. When driver installation is complete, click **Done**.

The printer with a wireless connection is listed as the name of the printer plus a number (for example, KODAK ESP Office 6100+1133).

If your printer is connected to a computer with MAC OS:

1. Unplug the USB cable from your printer and computer.
2. On the printer control panel, press **Home**.
3. Press ▼ to select **Network Settings**, then press **OK**.
4. Press ▼ to select **View Network Configuration**, press **OK**, then confirm you have an IP address.
5. Select **Apple > System Preferences**.
6. Under Hardware, select **Print & Fax**.
7. In the Print & Fax dialog box, click **+**.
8. Select your printer from the list, then click **Add**.

The printer with a wireless connection is listed as the name of the printer plus a number (for example, Kodak ESP Office 6100+1133).

Changing from USB to an Ethernet connection

Before you connect, you need:

- An Ethernet network that includes a router, switch, or hub with an Ethernet port.
- A Category 5 (or higher) Ethernet cable.
- To temporarily disable your firewall until the printer is successfully installed and communicating. For information, go to www.kodak.com/go/inkjetnetworking.

To change from a USB connection to an Ethernet network connection:

1. Unplug the USB cable from your printer and computer.
2. Connect the Ethernet cable to the Ethernet port on the back of the printer.
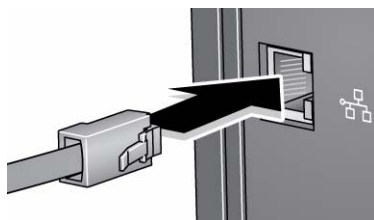
3. Connect the other end of the Ethernet cable to an available Ethernet port on your router, switch, or hub.

If your printer is connected to a computer with WINDOWS OS:

1. Select **Start > All Programs > Kodak > Kodak Printer Network Setup Utility**.
2. Select **No, my printer is not listed**, then click **Next**.
3. Select **ESP Office 6100 Series** from the printer drop-down list.
4. Select **Network - Ethernet cable**, then click **Next**.
   The Printer Setup Utility searches for your printer and connects automatically.
5. Click **Done**.

If your printer is connected to a computer with MAC OS:

1. Select **Apple > System Preferences**.
2. Under Hardware, select **Print & Fax**.
3. In the Print & Fax dialog box, click **+**.
4. Select your printer from the list, then click **Add**.

3 Handling Paper

For the best printing results, use KODAK Photo Papers, which are optimized to work with KODAK All-in-One Printers.

For the best document printing results, use KODAK Document Papers or a paper with the COLORLOK Technology logo on the package. Use only paper that is designed for inkjet printers.

When handling paper:

- Hold the paper by the edges; avoid placing your fingerprints on it.
- Do not touch the glossy side of photo paper.
- Store paper flat, away from direct sunlight and heat.

Paper types

You can use:

- Plain paper — 20 to 24 lb / 75 to 90 gsm
- Photo paper — 6.5 to 12 mils (up to 290 gsm)
- Card stock — 110 lb / 200 gsm, max
- Envelopes — 20 to 24 lb / 75 to 90 gsm
- Transparencies — inkjet variety with white stripe
- Labels — all commercially available inkjet varieties on 8.5 x 11-in. or A4 sheets
- Iron-on transfers — all commercially available inkjet varieties on 8.5 x 11-in. or A4 sheets

Paper sizes

The printer accepts the following paper sizes:

- 4 x 6 in. / 10 x 15 cm
- 4 x 7 in. / 10 x 18 cm
- 4 x 12 in. / 10 x 31 cm
- 5 x 7 in. / 13 x 18 cm
- 7.3 x 8.5 in / 18 x 22 cm
- 8 x 10 in. / 20 x 25 cm
- 8.5 x 11 in. / 22 x 28 cm
- 8.5 x 14 in. / 22 x 36 cm
- A4 (8.3 x 11.7 in. / 21 x 30 cm)
- A5 (5.8 x 8.3 in. / 15 x 21 cm)
- A6 (4.1 x 5.8 in. / 11 x 15 cm)
- B5 (6.9 x 9.8 in. / 18 x 25 cm)

NOTE: Do not load paper smaller than 4 x 6 in. / 10 x 15 cm.

Envelope sizes

The printer accepts the following envelope sizes:

- C5 (6.7 x 9 in. / 16 x 23 cm)
- C6 (4.5 x 6.4 in. / 11 x 16 cm)
- DL (4.3 x 8.7 in. / 11 x 22 cm)
- US #7¾ (3.9 x 7.5 in. / 10 x 19 cm)
- US #9 (3.9 x 8.9 in. / 10 x 23 cm)
- US #10 (4.1 x 9.5 in. / 11 x 24 cm)

IMPORTANT: *Do not load envelopes with cutout or clear windows.*

Loading paper

Loading plain paper

The paper tray capacity is 200 sheets of plain paper.

To load plain paper:

1. Raise the output tray, and pull out the paper tray.

Output tray

Paper tray

2. Make sure the left paper-edge guide is to the far left.

3. Move the front paper-edge guide forward.

Left paper-edge guide

Front paper-edge guide
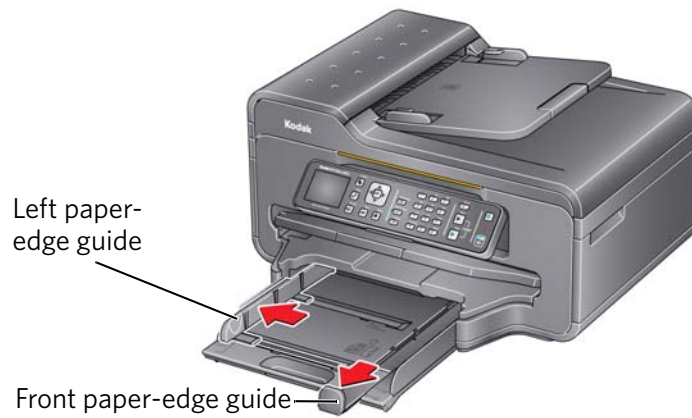
4. Fan and stack the paper, then insert it into the tray.

5. Move the paper forward until it stops.

6. Move both the left and front paper-edge guides until they touch the paper.

7. Push in the paper tray until it clicks into place, and lower the output tray.

8. Pull out the output tray extender until it is fully extended.
9. Lift the paper stop.

Paper stop

Output tray extender

Loading legal-size paper

The paper tray capacity is 200 sheets of legal-size (8.5 x 14 in. / 22 x 36 cm) paper.

To load legal-size paper:

1. Raise the output tray, and pull out the paper tray.
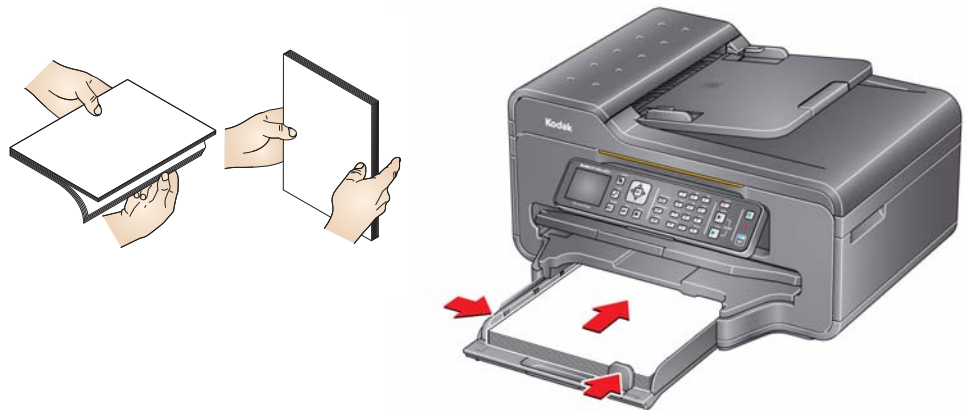
Output tray

Paper tray

2. Make sure the left paper-edge guide is to the far left.

3. Move the front paper-edge guide forward until it is fully extended.

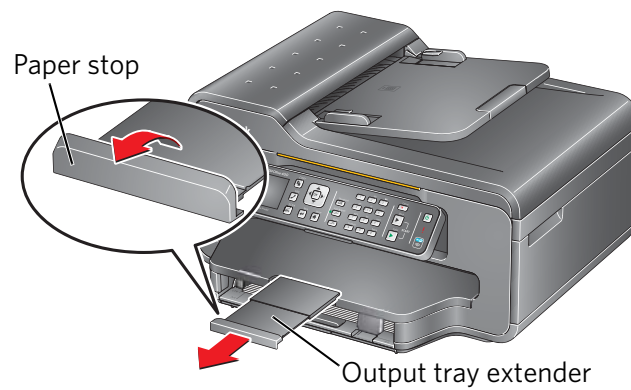Left paper-edge guide

Front paper-edge guide

4. Fan and stack the paper, then insert it into the tray.

5. Move the paper forward until it stops.

6. Move both the left and front paper-edge guides until they touch the paper.
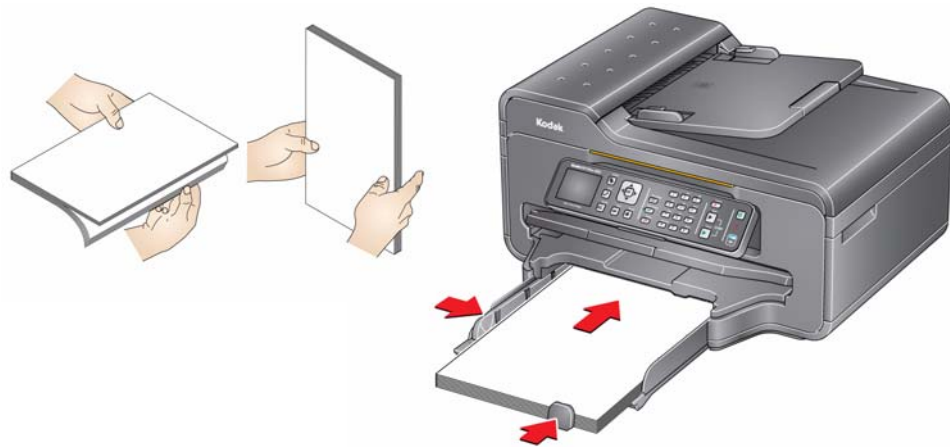
7. Push in the paper tray until it clicks into place, and lower the output tray.

8. Pull out the output tray extender until it is fully extended, but do not lift the paper stop.

Output tray extender

Paper stop

Loading photo paper

The paper tray capacity is 60 sheets of photo paper.

To load photo paper:

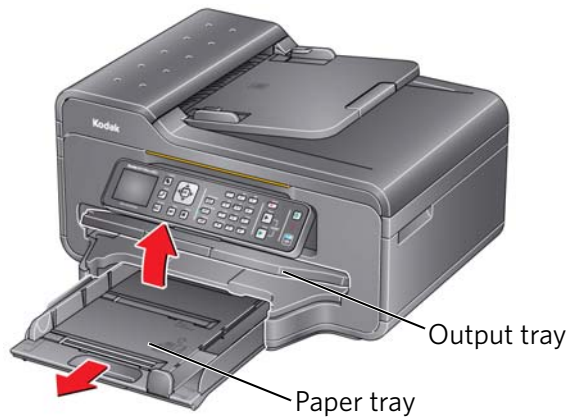1. Raise the output tray, and pull out the paper tray.

Output tray

Paper tray

2. Remove any paper from the tray.
3. Make sure the left paper-edge guide is to the far left.
4. Move the front paper-edge guide forward.

Left paper-
edge guide

Front paper-edge guide
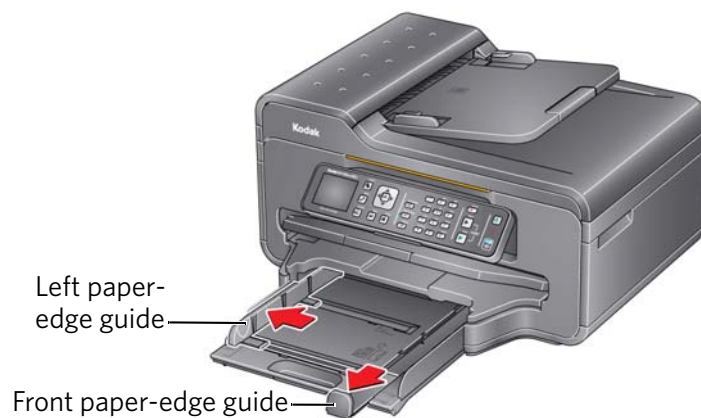
5. Fan and stack the photo paper, then insert the paper (short side first) into the tray with the **logo side facing up** and the glossy side down.

IMPORTANT: *If the photo paper is loaded the wrong way, the ink on your pictures will be wet and the image quality will be affected.*

6. Move the paper forward until it stops.

7. Move both the left and front paper-edge guides until they touch the paper.

8. Push in the paper tray until it clicks into place, and lower the output tray.

NOTE: If you are using 8 x 10 in. / 20 x 25 cm or larger photo paper, pull out the output tray extender until it is fully extended, and lift the paper stop.

Loading envelopes

The paper tray capacity is 20 envelopes.

IMPORTANT: *Do not load envelopes with cutout or clear windows.*

To load envelopes:

1. Raise the output tray, and pull out the paper tray.
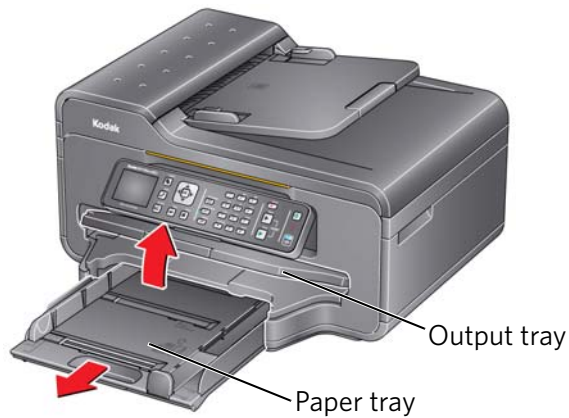
Output tray

Paper tray
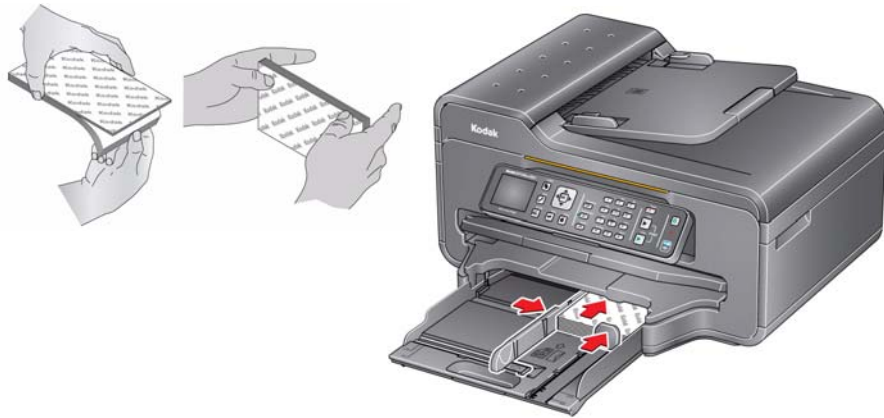
2. Remove any paper from the tray.
3. Make sure the left paper-edge guide is to the far left.
4. Move the front paper-edge guide forward.

Left paper-edge guide

Front paper-edge guide
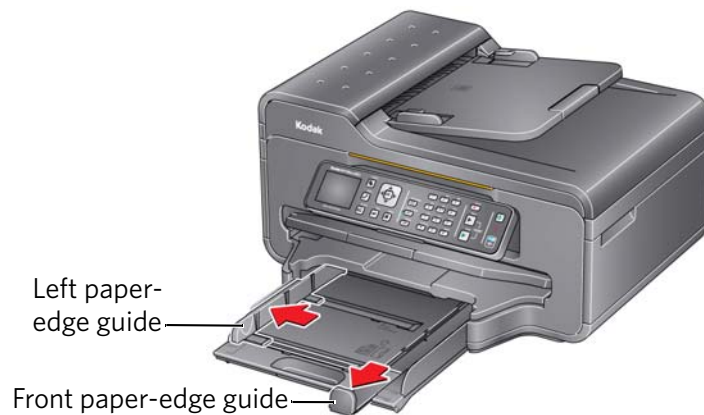
5. Insert the envelopes into the tray with the flap up and against the right side of the tray.

6. Move the envelopes forward until they stop.

7. Move both the left and front paper-edge guides until they touch the envelopes.

8. Push in the paper tray until it clicks into place, and lower the output tray.

Loading originals

You can place originals for copying, scanning, or faxing on the scanner glass or in the ADF (automatic document feeder). The ADF automatically feeds the originals into the printer when you begin copying, scanning, or faxing.

Using the scanner glass

To place an original on the scanner glass:

1. Remove any originals from the automatic document feeder (ADF).
2. Lift the scanner lid, and place the document or picture face down in the right-front corner.

3. Close the scanner lid.

Using the Automatic Document Feeder (ADF)

The ADF capacity is 30 originals (20 to 24 lb / 75 to 90 gsm plain paper).

The ADF accepts originals from 6.9 x 9.8 in. / 18 x 25 cm to 8.5 x 14 in. / 22 x 36 cm.

IMPORTANT: *Do not load photographs in the ADF.*

1. Move the ADF paper-edge guides outward.

ADF paper-edge guides

2. Fan and stack the originals, then insert them face up in the ADF.
IMPORTANT: *Remove all paper clips and staples from the originals.*
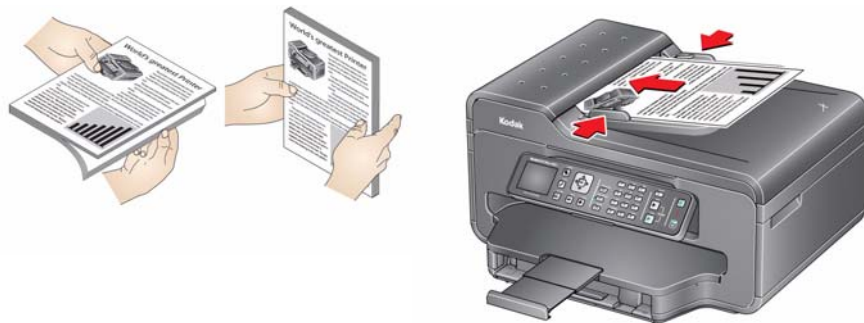
3. Move the ADF paper-edge guides until they touch the paper.

The ADF automatically feeds the originals into the printer when you begin copying, scanning, or faxing.

4   Printing

Print documents and lab-quality pictures on your printer.

Printing documents

To print a document:

1. Open the document on your computer.
2. Select **File** > **Print**.
3. In the Print dialog box, select your KODAK Printer.
4. Choose the pages to print, number of copies, etc, then click **OK** (on a computer with WINDOWS OS) or **Print** (on a computer with MAC OS).

Printing two-sided documents

Print two-sided documents either automatically with the built-in duplexer or by manually rotating and reloading the paper.

Automatic two-sided printing

The duplexer can print two-sided documents automatically on plain paper in the following standard sizes:

- letter (8.5 x 11 in. / 22 x 28 cm)
- A4 (8.3 x 11.7 in. / 21 x 30 cm)
- executive (7.3 x 10.5 in. / 18 x 27 cm)
- B5 (6.9 x 9.8 in. / 18 x 25 cm)

NOTE: The paper width must be 3.9 to 8.5 in. / 10 to 22 cm. The paper length must be between 7 to 11.7 in. / 18 to 30 cm.

The duplexer *cannot* print:

- borderless prints
- poster layout

Automatic two-sided printing from a computer with WINDOWS OS

To print two-sided documents from a computer with WINDOWS OS using the duplexer:

1. Load plain paper into the paper tray.
2. Open the document you want to print, then select **File > Print**.
3. In the Print dialog box, make sure that **KODAK ESP Office 6100 Series AiO** is selected, then click **Properties**.
4. Select the **Layout** tab.
5. Select **Automatically with Duplexer**, then click **OK**.
6. Click **OK**.

Automatic two-sided printing from a computer with MAC OS

To print two-sided documents from a computer with MAC OS using the duplexer:

1. Load plain paper into the paper tray.
2. Open the document you want to print, then select **File > Print**.
3. In the Print dialog box, make sure that **Eastman Kodak Company ESP Office 6100 Series AiO** is selected.
4. In the **Copies & Pages** drop-down list, select **Layout**.
5. In the **Two-Sided** drop-down list, select either **Long-Edge binding** or **Short-Edge binding**.
6. Click **Print**.

Manual two-sided printing

You can print two-sided documents on any size paper that the printer accepts when you rotate the paper manually. (See Paper sizes, page 15.)

IMPORTANT: *Manual two-sided printing will not work on bar-coded photo paper (the bar code is on the back side). Manual two-sided printing can only be done on media that can absorb ink on both sides, such as plain paper or two-sided photo paper.*

Manual two-sided printing from a computer with WINDOWS OS

To print two-sided documents from a computer with WINDOWS OS:

1. Load paper into the paper tray.
2. Open the document you want to print, then select **File > Print**.
3. In the Print dialog box, make sure that **KODAK ESP Office 6100 Series AiO** is selected, then click **Properties**.
4. Select the **Layout** tab.
5. Select **Manual (Instructions provided)**, then click **OK**.
6. Click **OK**.
7. When a message appears on your computer and printer LCD, remove the printed pages from the output tray.
8. Rotate the printed pages 180 degrees, and place them into the paper tray (printed side up).
9. Press **Start Black** or **Start Color** on the printer.

NOTE: It does not matter which **Start** button you press; the print job will continue printing in either color or black, depending on the document.

Manual two-sided printing from a computer with MAC OS

To print two-sided documents from a computer with MAC OS:

1. Load paper into the paper tray.
2. Open the document you want to print, then select **File > Print**.
3. In the Print dialog box, make sure that **Eastman Kodak Company ESP Office 6100 Series AiO** is selected.
4. In the **Copies & Pages** drop-down list, select **Paper Handling**.
5. In the **Pages to Print** drop-down list, select **Odd Only**.
6. In the **Page Order** drop-down list, select **Reverse**.
7. Click **Print**.
8. When the odd pages have finished printing, remove them from the output tray.
9. Rotate the printed pages 180 degrees, and place them into the paper tray (printed side up).
10. Select **File > Print**.
11. In the **Copies & Pages** drop-down list, select **Paper Handling**.
12. In the **Pages to Print** drop-down list, select **Even Only**.
13. In the **Page Order** drop-down list, select **Normal**.
14. Click **Print**.

Printing pictures

You can print pictures using Home Center Software from your computer with WINDOWS OS. Home Center Software lets you edit and enhance your pictures quickly. Open Home Center Software, select **Print Pictures**, then follow the on-screen instructions.

On a computer with either MAC OS or WINDOWS OS, you can print pictures from KODAK EASYSHARE Software or any picture-editing or photo-management software.

Printing from a wireless device

Wirelessly print pictures from an iPhone or iPod Touch Device* at the touch of a button. Download the KODAK Pic Flick App from the App Store, or go to www.kodak.com/go/picflick for more information.

You can also print MICROSOFT Word, PowerPoint, and Excel documents with your Documents To Go software included with your Wi-Fi enabled BLACKBERRY Device. For more information go to www.kodak.com/go/blackberry.

* Compatible with iPhone (with MAC OS 2.2 or later) and iPod Touch (2nd generation) Devices.

5   Copying

You can copy documents and photographs with your all-in-one printer. The printer produces high-quality color or black-and-white copies on a variety of paper types (see Paper types, page 15).

Loading originals for copying

To copy documents (up to 30 pages) on plain paper, load the original(s) in the automatic document feeder (ADF).

To copy a photograph, documents on thick paper, or a document that is too small or too large to fit in the ADF, place the original on the scanner glass. (The ADF accepts originals from 6.9 x 9.8 in. / 18 x 25 cm to 8.5 x 14 in. / 22 x 36 cm.)

For more information on loading originals, see Loading originals, page 25.

Copying a document

You can copy a document using the default settings, or you can make adjustments to the quantity, size, quality, and brightness of your copies.

Using the default settings to copy a document

The default settings are either the factory default settings (see Resetting factory defaults, page 65), or defaults that you have set on the printer (see Save as Defaults, page 31).

To copy a document using the current default settings:

1. Place the original document in the ADF or on the scanner glass.
2. Press and hold **Copy** for one second.
3. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

NOTE: If you load the original document in the ADF, the ADF automatically feeds the document into the printer when you begin copying.

Adjusting the settings and copying a document

To copy a document using settings other than the default settings:

1. Place the original document in the ADF or on the scanner glass.
2. Press and hold **Copy** for one second.
   The Copy Document Options menu appears on the LCD.

3. Press ▼ to select an option, then press ◀ or ▶ to change the setting.

Copy Document Option	Settings	Description
Quantity	1 (default) to 99	The number of copies that print.
Copy Size	Same Size (default)	The copy is the same size as the original.
	Fit to Page	The printer detects the size of the original on the scanner glass and the size of the paper in the paper tray, and automatically reduces or enlarges the original so that the copy fits on the paper.
	20% to 500%	Reduces up to 20% or enlarges up to 500% of the original size.
Plain Paper Quality	Normal (default)	Good quality output; prints faster than Best.
	Best	The highest quality, but the slowest print speed; eliminates the banding effect that sometimes occurs when printing Draft or Normal.
	Draft	The fastest print speed, but the lowest quality.
Photo Paper Quality	Automatic (default)	The printer detects photo paper in the paper tray and sets Best quality automatically.
Brightness	Normal, -3 to +3 (Normal is default)	Lightens or darkens the copy. Normal is no change from the original; -3 is the darkest; +3 is the lightest.
Save as Defaults	No / Yes	To save settings as the new default, press **OK**, select **Yes**, then press **OK**.

4. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Changing the number of copies of a document

To change the number of copies:

1. Place the original document in the automatic document feeder (ADF) or on the scanner glass.
2. Press and hold **Copy** for one second.

   The Copy Document Options menu appears on the LCD.
3. Make sure **Quantity** is selected.
4. Press ◀ or ▶ to select a number, or use the numeric keypad to enter the number of copies.
5. Press **Start Black** to make black-and-white copies, or press **Start Color** to make color copies.

Enlarging or reducing a document

To enlarge or reduce the size of the copy:

1. Place the original document in the automatic document feeder (ADF) or on the scanner glass.
2. Press and hold **Copy** for one second.

   The Copy Document Options menu appears on the LCD.
3. Press ▼ to select **Copy Size**.
4. Press ◀ or ▶ to select an enlargement or reduction.
5. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Darkening or lightening a copy

To darken or lighten the copy:

1. Place the original document in the automatic document feeder (ADF) or on the scanner glass.
2. Press and hold **Copy** for one second.

   The Copy Document Options menu appears on the LCD.
3. Press ▼ to select **Brightness**.
4. Press ◀ to select a number below zero for a darker copy, or press ▶ to select a number above zero for a lighter copy.
5. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Copying a photograph

You can copy a photograph using the default settings, or you can make adjustments to the quantity, size, quality, and brightness of your copies.

Using the default settings to copy a photograph

The default settings are either the factory default settings (see Resetting factory defaults, page 65), or defaults that you have set on the printer (see Save as Defaults, page 34).

To copy a photograph using the current default settings:

1. Place the original photograph on the scanner glass.
2. Press **Home**.
3. Press ▼ to select **Copy Photo**.
4. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Adjusting the settings and copying a photograph

To copy a photograph using settings other than the default settings:

1. Place the original photograph on the scanner glass.
2. Press **Home**.
3. Press ▼ to select **Copy Photo**, then press **OK**.
4. Press ▼ to select an option, then press ◀ or ▶ to change the setting.

Copy Photo Option	Settings	Description
Quantity	1 (default) to 99	The number of copies that print.
Copy Size	2 x 3 3.5 x 5 4 x 6 (default) 4 x 7 5 x 7 4 x 12 8 x 10 8.5 x 11 or A4	The printer enlarges or reduces the original to make it the copy size you select. If the selected copy size is smaller than the paper in the paper tray, the printer automatically arranges the pictures to best fit the paper size.

Copy Photo Option	Settings	Description
Plain Paper Quality	Normal (default)	Good quality output; prints faster than Best.
	Best	The highest quality, but the slowest print speed; eliminates the banding effect that sometimes occurs when printing Draft or Normal.
	Draft	The fastest print speed, but the lowest quality.
Photo Paper Quality	Automatic (default)	The printer detects photo paper in the paper tray and sets Best quality automatically.
Brightness	Normal, -3 to +3 (Normal is default)	Lightens or darkens the copy. Normal is no change from the original; -3 is the darkest; +3 is the lightest.
Preview	No (default) / Yes	To see a preview of the photograph on the LCD, select **Yes**.
Save as Defaults	No / Yes	To save settings as the new default, press **OK**, select **Yes**, then press **OK**.

5. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Changing the number of copies of a photograph

To change the number of copies:

1. Place the original photograph on the scanner glass.
2. Press **Home**.
3. Press ▼ to select **Copy Photo**, then press **OK**.
4. Make sure **Quantity** is selected.
5. Press ◀ or ▶ to select a number, or use the numeric keypad to enter the number of copies.
6. Press **Start Black** to make black-and-white copies, or press **Start Color** to make color copies.

Enlarging or reducing a photograph

To enlarge or reduce the size of the copy:

1. Place the original photograph on the scanner glass.
2. Press **Home**.
3. Press ▼ to select **Copy Photo**, then press **OK**.
4. Press ▼ to select **Copy Size**.
5. Press ◀ or ▶ to select the copy size.
6. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

Darkening or lightening a copy of a photograph

To darken or lighten the copy of the photograph:

1. Place the original photograph on the scanner glass.
2. Press **Home**.
3. Press ▼ to select **Copy Photo**, then press **OK**.
4. Press ▼ to select **Brightness**.
5. Press ◀ to select a number below zero for a darker copy, or press ▶ to select a number above zero for a lighter copy.
6. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

6 Scanning

Scanning digitizes documents and pictures, and sends the digital files to your computer.

When you scan, the digital file can:

- Open in Home Center Software
- Open in a third-party scanner software
- Be saved in a format and location that you determine (see Changing the scan settings for scanning from the control panel, page 36)

Scanning from a software program on the computer (such as Home Center Software) gives you more options, but you can also scan from the printer control panel.

Before you begin scanning

Make sure that the printer is connected to a computer using a USB cable, Ethernet cable, or wireless network (see Networking Your Printer, page 5).

Changing the scan settings for scanning from the control panel

Make sure that Home Center Software is installed on the computer. (If not, go to www.kodak.com/go/aiodownloads and follow the on-screen instructions to install the KODAK All-in-One Printer Software.) Then change the scan settings in the Home Center Software. These settings are the defaults that the printer uses when you scan from the printer control panel.

1. Open Home Center Software
2. Select **Tools and Documentation**.
3. Select **Printer Scan Settings**.
4. Adjust settings for scanning documents and pictures as described below.

To adjust settings for scanning documents, select the **Document** tab, then select:

- File format (.pdf, .rtf, .tif, .jpg)
- Resolution (75, 150, 300, 600 dpi)
- Prompt for File Name and Location or Automatically Save
  If you choose to automatically save, you must specify:
    - Base name (by default, scanned files are named "scan1", "scan2", etc)
    - Location (folder) where the scanned files will be saved

To adjust settings for scanning pictures, select the **Picture** tab, then select:

- File format (.jpg, .bmp, .tif)
- Resolution (75, 150, 300, 600 dpi)
- Quality (Best for E-mail, Normal, High, Maximum)
- Prompt for File Name and Location or Automatically Save
  If you choose to automatically save, you must specify:
  - Base name (by default, scanned files are named "scan1," "scan2," etc)
  - Location (folder) where the scanned files will be saved

Before saving a scanned file, you can preview it in Home Center Software, crop and sharpen the image, and adjust color, if desired. See the Home Center Software Help (**?** icon) for instructions.

Loading originals for scanning

To scan documents (up to 30 pages) on plain paper, load the original(s) in the automatic document feeder (ADF). The ADF accepts originals from 6.9 x 9.8 in. / 18 x 25 cm to 8.5 x 14 in. / 22 x 36 cm.

IMPORTANT: *Load only originals on plain paper into the ADF.*

To scan a photograph, originals on thick paper, or a document that is too small or too large to fit in the ADF, place the original on the scanner glass.

For more information on loading originals, see Loading originals, page 25.

Scanning from the computer

To scan a document or a picture:

1. Load the original.
2. Open Home Center Software, then:
   - On a computer with WINDOWS OS, select **Scan Documents and Pictures**, then follow the on-screen instructions.
   - On a computer with MAC OS, select the **Tools** tab, click **Scan Application**, then follow the on-screen instructions.

Scanning multiple pictures simultaneously

Using Home Center Software, you can scan multiple pictures simultaneously and save them as separate files.

When scanning multiple pictures, leave space between the pictures so that the printer can detect the separate pictures. Any pictures that overlap are interpreted as a single picture.

Scanning multiple pictures when connected to a computer with WINDOWS OS

To scan multiple pictures simultaneously, and save them as separate files:

1. Lift the scanner lid, and place the pictures face down on the glass, leaving space between the pictures.
2. Close the lid.
3. Open Home Center Software, then select **Tools and Documentation**.
4. Click **Printer Scan Settings**, then select the **Picture** tab.
5. Select **Automatically Detect Pictures**, if it is not selected, then click **OK**.
6. Click the Home icon in the top right corner, then select **Scan Documents and Pictures**.
7. Make sure that **Picture** is selected and **Collage - Combine all pictures** is cleared, then follow the on-screen instructions.

NOTE: Click the Help icon for additional instructions.

Scanning multiple pictures when connected to a computer with MAC OS

To scan multiple pictures simultaneously, and save them as separate files:

1. Lift the scanner lid, and place the pictures face down on the glass, leaving space between the pictures.
2. Close the lid.
3. Open Home Center Software, and select your printer.
4. Select the **Tools** tab.
5. Click **Scan Application**.
6. Select **Color Picture** or **Black and White Picture**.
7. Select **Automatically detect multiple pictures**, if it is not selected.
8. Click **Preview** or **Scan All**, and follow the on-screen instructions.

NOTE: Click the Help icon for additional instructions.

Scanning from the control panel

To scan a document or a picture from the control panel:

1. Load the original.
2. Press and hold **Scan** for one second.

   The Scan Options menu appears on the LCD.
3. Press ▼ to select an option, then press ◀ or ▶ to change the setting.

Scan Option	Settings	Description
Scan To	USB-connected computer (default)	The scanned file is sent to the USB-connected computer.
	Name of computer (only if a computer is connected by wireless or Ethernet network)	The scanned file is sent to the computer on the wireless or Ethernet network.
Scan What	Document (default)	Sets the scan settings for scanning a document (see Changing the scan settings for scanning from the control panel, page 36).
	Photo	Sets the scan settings for scanning a photograph (see Changing the scan settings for scanning from the control panel, page 36).
Destination	File (default)	Sends the scanned file in the format and to the location on your computer that you designate (see Changing the scan settings for scanning from the control panel, page 36).
	Application	Sends the scanned file to Home Center Software.
Save as Defaults	No / Yes	To save the settings as the new default, press **OK**. With **Yes** selected, press **OK**.

4. Press **Start Black** to make a black-and-white scan, or press **Start Color** to make a color scan.

   The scanned file appears at the destination you specified.

7 **Faxing**

Your printer can send and receive faxes in either black-and-white or color.

Before you begin faxing

Before you can send or receive faxes, you must connect your printer and set up the fax options on the printer.

Connecting the printer for faxing

1. Make sure that the selected Country/Region matches your location.

   This setting determines how your faxes are sent and received.

   a. Press **Home**.

   b. Press ▼ to select **Printer Settings**, then press **OK**.

   c. Press ▼ to select Country/Region, then press **OK**

   d. Press ▼ to select your country or region, then press **OK**.

2. Determine the type of telephone service you have, and connect your printer accordingly.

   IMPORTANT: *Use the phone cord that was provided with the printer. If you use any other phone cord, you may not be able to send or receive faxes successfully.*

   - **Standard telephone service** — telephone service that uses dedicated telephone wiring to transmit only phone signals
   - **Cable telephone service** — telephone service that is delivered by a cable television service
   - **Internet telephone service** (Voice-Over-Internet-Protocol or VOIP) — telephone service delivered by an Internet provider

   If you have Standard, Cable, or Internet telephone service, connect one end of the phone cord into the LINE IN port on the back of the printer and the other end into the wall phone jack.
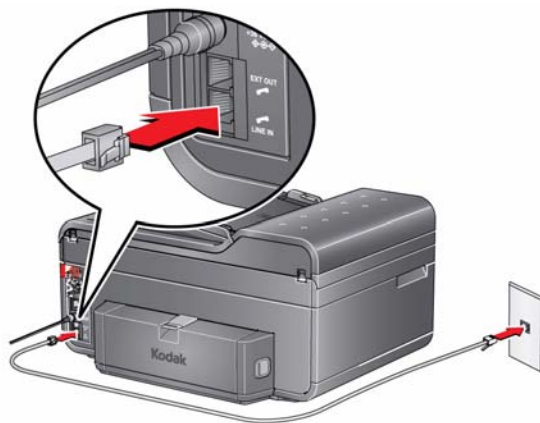
- **Digital subscriber line (DSL)** — telephone service that uses the wires of a local telephone network to transmit digital data over cables

Connect one end of the phone cord into the LINE IN port on the back of the printer and the other end into the DSL filter (available from your DSL provider), which is connected to the wall phone jack.

NOTE: You must use a DSL filter to transmit fax signals properly to your printer.

DSL filter

3. Determine whether your phone line is shared or dedicated.
   - A **dedicated phone line** is one that has only this printer and no other devices connected to it. If you have a dedicated line, connect your printer as shown for step 2 above.
   - A **shared phone line** is one that has several devices connected to it, such as a phone and/or answering machine as well as the printer. If you have a shared line, connect your printer in one of the following ways, based on the devices you have connected to the same phone line.

   If you share the line with an answering machine or telephone:
   a. Connect one end of the phone cord that came with the printer into the LINE IN port on the back of the printer.
   b. Connect the other end of the phone cord into either a wall phone jack or a DSL filter, depending on the type of telephone service you use (see step 2 above).
   c. Connect one end of the phone cord for your answering machine into the LINE EX port on the back of the printer.
   d. Connect the other end of the phone cord into the answering machine or telephone.

NOTE: If you have an answering machine, set the number of rings to answer on the printer to a *higher number* than the rings to answer for the answering machine (see Rings to Answer, page 43).

Configuration for connecting an answering machine with a standard telephone service

Phone with answering machine
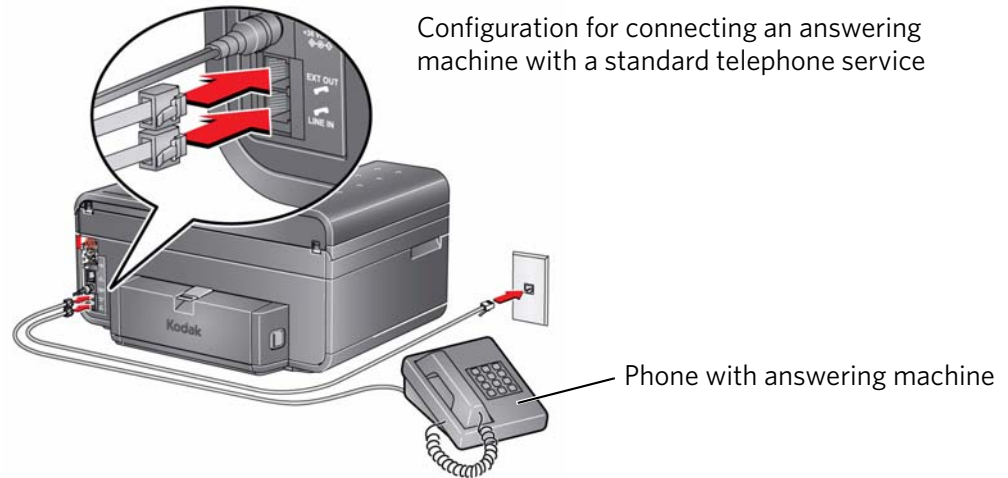
If you have an answering service:

If you have an answering service that uses a computerized system for recording messages remotely for the same phone line that you use for your all-in-one printer, then you can set up a distinctive ring to receive faxes automatically (see Distinctive Ring, page 44).

If you do not set up a distinctive ring, you can still receive faxes manually (see Receiving a fax manually, page 52).

Setting fax options

Before sending or receiving faxes, set up the fax options.

To set up fax options:

1. Press **Home**.
2. Press ▼ to select **Fax Settings**, then press **OK**.
3. Press ▼ or ▲ to select an option, then press ◀ or ▶ to change the setting.

Fax Option	Settings	Description
Fax Sender Information	--	This information appears on the faxes you send. Enter the fax sender name (your name), your fax number, and your phone number (see Using the numeric keypad on the control panel to enter text, page 48); press **OK** to save.

Fax Option	Settings	Description
Rings to Answer	1 to 6 (default is 4)	The number of times that your phone will ring before the fax picks up the call. If you use a dedicated phone line for your printer, set the Rings to Answer to any setting. If the printer shares the phone line with an answering machine, set the Rings to Answer to a higher number (5 or 6) than the rings to answer for the answering machine (typically 4 rings). This allows the answering machine to pick up phone calls. The printer will monitor the line after the answering machine picks up, and, if set to Auto Answer, will detect an incoming fax and receive it.
Redial if No Answer	Yes (default) / No	If the number you call is busy, the printer will redial the number once automatically.
Busy Redial Attempts	0 to 12 (default is 5)	The number of times that the fax will attempt to redial a busy number.
Disable Call Waiting	No (default) / Yes	If you have call-waiting service on your phone line, you can disable it so that an incoming call does not interrupt your fax transmission. Select **Yes** to disable call waiting, then enter the call waiting disable code (below).
Call Waiting Disable Code	*70 (default)	The printer automatically dials the call waiting disable code before dialing the number to which you are sending a fax. This code disables call waiting for the duration of the fax, preventing incoming calls from interrupting your fax transmission. The usual code to disable call waiting is the default *70. If the call waiting disable code is different in your area, press **OK**, then press ◀ to erase the current code. Use the keypad to enter the correct code, then press **OK**. NOTE: You must enable call waiting manually after your fax transmission.

Fax Option	Settings	Description
Distinctive Ring	Any ring (default) / Single Ring / Double Ring / Triple Ring	This service, available from most phone companies, adds multiple phone numbers to one phone line. Each phone number has a distinctive ring pattern (single, double, or triple ring) to let you know which number is ringing. Select the ring pattern assigned to the phone number for the printer so the printer can receive faxes automatically.
Fax Speaker	On (default) / Off	The fax speaker allows you to hear the dial tone and initial fax tones when sending faxes.
Print Fax Confirmation Page	Never (default) / Always / After Failure Only	The Fax Confirmation Page contains the time and date, the number you called, the number you called from, and whether the transmission was successful.
Print Fax Settings	--	To print the current fax settings, press **OK**. Load letter or A4 paper, then press **Start Black** or **Start Color**.
Print Fax Cover Page	--	The Fax Cover Page shows the date and headings for To and From information for your fax. Use this cover page, if needed, when sending your fax. To print a Fax Cover Page, press **OK**. Load letter or A4 paper, then press **Start Black** or **Start Color**. (The Fax Cover Page is black and white.)
Print Fax Activity Log	--	The Fax Activity Log contains information (date, time, duration, to/from, number of pages, and more) about the last 30 faxes sent and/or received. To print a Fax Activity Log, press **OK**. Load letter or A4 paper, then press **Start Black** or **Start Color**.

Fax Option	Settings	Description
Dialing Mode	Tone (default) / Pulse	Determines how the printer dials a fax number. Tone dialing (the more common method) uses tones to dial a phone number. It is faster and more reliable than pulse dialing, which uses a series of pulses to dial a phone number. Traditionally, pulse dialing was used by rotary phones; tone dialing is used by touch-tone phones.
Error Correction	On (default) / Off	Error correction is applied only when sending black-and-white faxes. It reduces the loss of data, which can occur on poor phone lines. Error correction increases the send time on poor phone lines, but the transmission is much more reliable. (Error correction does not apply to faxes being received.)

Setting the answer mode (auto answer or manual)

The default setting is for Auto Answer to be on. When Auto Answer is on, the printer picks up all incoming faxes automatically. The green Auto Answer LED is lit when Auto Answer is on.

To answer calls manually, turn off Auto Answer by pressing the **Auto Answer** button so that the green LED is off. (See "Receiving a fax manually" on page 52.)

Working with the phonebook

You can enter up to 60 fax numbers in the phonebook.

You can create and manage the phonebook from the printer LCD, or if connected to a computer with WINDOWS OS, you can use Home Center Software.

Opening the phonebook

Open the phonebook in one of several ways:

- Press and hold **Phonebook** for one second.
- Press and hold **Fax** for one second.
- Press **Home**, then press ▼ to select **Send Fax**, then press **OK**.

When the phonebook opens, either **Edit Phonebook** or **Fax Options** is selected and appears at the top of the menu.

Adding a new phonebook entry

To add a new phonebook entry:

1. Open the phonebook (see Opening the phonebook, page 46).

NOTE: If **Fax Options** appears and is selected, press **OK**.

2. Make sure **Edit Phonebook** is selected, then press **OK**.
3. Make sure **Add New Entry** is selected, then press **OK**.
4. Make sure **Number** is selected, then press **OK**.
5. Use the numeric keypad on the control panel to enter a fax number, then press **OK**.
6. Press ▼ to select **Name**, then press **OK**.

   The alphanumeric keyboard appears on the LCD.

7. Enter a name using either the alphanumeric keyboard (see Using the alphanumeric keyboard on the LCD, page 48) or the numeric keypad (see Using the numeric keypad on the control panel to enter text, page 48).
8. When you are finished entering a name, press ▼ and ▶ to select **DONE** on the LCD, then press **OK**.
9. Optional: Assign a Quick Dial number.

   Set up your ten most frequently used fax numbers as Quick Dial numbers. You will be able to dial them quickly, and they will be displayed at the top of your phonebook.

   a. Press ▼ to select **Quick Dial**, then press **OK**.

   b. Using the numeric keypad on the control panel, enter a number from 0 to 9, then press **OK**.

10. Press ▼ to select **DONE**, then press **OK**.

Editing a phonebook entry

To edit a phonebook entry:

1. Open the phonebook (see Opening the phonebook, page 46).

NOTE: If **Fax Options** appears and is selected, press **OK**.

2. Make sure **Edit Phonebook** is selected, then press **OK**.
3. Press ▼ to select **Edit Entry**, then press **OK**.
4. Press ▼ to select the entry you want to edit, then press **OK**.
5. Press ▼ to select the field you want to edit, then press **OK**.
6. Use the alphanumeric keyboard (see Using the alphanumeric keyboard on the LCD, page 48) or the numeric keypad (see Using the numeric keypad on the control panel to enter text, page 48) to make your change(s).
7. Press ▼ to select **DONE**, then press **OK**.

Deleting a phonebook entry

To delete a phonebook entry:

1. Open the phonebook (see Opening the phonebook, page 46).

NOTE: If **Fax Options** appears and is selected, press **OK**.

2. Make sure **Edit Phonebook** is selected, then press **OK**.
3. Press ▼ to select **Delete Entry**, then press **OK**.
4. Press ▼ to select the entry you want to delete, then press **OK**.
5. To delete the entry, press **OK**.

   The entry is deleted from the phonebook.
6. Repeat steps 4 – 5 to delete more entries; when you are finished, press **Back** or **Cancel**.

Using the numeric keypad on the control panel to enter text

The number keys on the numeric keypad represent a number and several characters. For example, the number **2** key also represents the letters A, B, C and a, b, and c. You must press the **2** key multiple times to enter a corresponding letter. For example, to enter the letter "B", press the **2** key three times; to enter the small letter "b", press the **2** key six times.

If you need to use the same key for more than one letter in a row (for example, to type "Cab"), you need to pause between letters. To type "Cab", press the **2** key four times to enter "C", then pause 10 seconds; press the **2** key five times to enter "a", then pause 10 seconds; and press the **2** key six times to enter "b".

Note that the Symbols (*) key and the Space (#) key also cycle through several different symbols when you press the key multiple times.

To make a correction to your entry, use the **BKSP** (backspace) key on the alphanumeric keyboard on the LCD (see Using the alphanumeric keyboard on the LCD).

Using the alphanumeric keyboard on the LCD

The alphanumeric keyboard appears on the LCD when you need to enter text. Use this keyboard to enter numbers and symbols as well as text.

To use the alphanumeric keyboard:

- Press ▼, ▲, ◀ , or ▶ to select the letter, number, or symbol you want, then press **OK**.
- To switch between capital letters and lowercase letters, select **abc/123** or **ABC/123** on the LCD, then press **OK**.
- To switch to symbols, select **!@#**, then press **OK**; to switch back to letters and numbers, select **abc/123**, then press **OK**.
- To erase a character you entered, select ◀ **BKSP**, then press **OK**.
- When you are finished entering text, select **DONE**, then press **OK**.

Preparing a fax for transmission

Before you send a fax, prepare a cover page (if needed), load the original(s), and change the resolution and brightness (if needed).

Printing a fax cover page

If you need a fax cover page, you can print one with your printer, then manually complete the information (person to whom you are sending, fax number, your name, etc).

To print a fax cover page:

1. Press **Home**.
2. Press ▼ to select **Fax Settings**, then press **OK**.
3. Press ▼ to select **Print Fax Cover page**, then press **OK**.
4. Load letter or A4 paper, then press **Start Black** or **Start Color** to begin printing.

NOTE: Pressing either Start button triggers the printer to print the fax cover. It does not matter which Start button you press; the fax cover prints black only either way.

Loading originals

To fax documents (up to 30 pages) that are on plain paper, load the original(s) in the automatic document feeder (ADF).

To fax a photograph, documents on thick paper, or a document that is too small or too large to fit in the ADF, place the original on the scanner glass. (The ADF accepts originals from 6.9 x 9.8 in. / 18 x 25 cm to 8.5 x 14 in. / 22 x 36 cm.)

NOTE: You can fax only one page at a time from the scanner glass.

For more information on loading originals, see Loading originals, page 25.

Changing resolution and brightness

Before sending your fax, change the resolution and brightness settings, as needed, based on your original.

To modify settings before sending your fax:

1. Press and hold **Fax**.
2. With **Send Fax** selected, press **OK**.
3. With **Fax Options** selected, press **OK**.

4. Press ⏷ to select **Resolution**.

The resolution setting determines the amount of detail that is transmitted. Select:

- **Standard** (default) for most documents
- **Fine** for documents with fine print
- **Photo** for photographs

5. Press ⏷ to select **Brightness**.

Adjust the brightness setting according to how light or dark your original is. Select:

- **Normal** (default) for most documents
- **+1** to **+3** to lighten dark originals
- **-1** to **-3** to darken light originals

NOTE: If you do not want to save these settings, send your fax. The settings will apply only to the current transmission. If you do want to save these settings as defaults:

a. Press ⏷ to select **Save as Defaults**, then press **OK**.

b. Select **Yes**, then press **OK**.

Sending a fax

You can send your fax in several ways. You can use:

- the phonebook
- Quick Dial
- the numeric keypad
- the Redial button

Using the phonebook to send a fax

To send a fax to a number in the phonebook:

1. Press and hold **Phonebook** until the phonebook opens.
2. Press ⏷ to select the desired number.
3. Press **Start Black** to send a black-and-white fax or **Start Color** to send a color fax.

Using Quick Dial to send a fax

To send a fax using Quick Dial:

1. Press and hold **Phonebook** until the phonebook opens.
2. Press the number on the keypad that corresponds to the desired Quick Dial entry.
3. Press **Start Black** to send a black-and-white fax or **Start Color** to send a color fax.

Using the numeric keypad to send a fax

To send a fax from the numeric keypad:

1. Press **Fax**.
2. Enter a fax number using the numeric keypad.
3. Press **Start Black** to send a black-and-white fax or **Start Color** to send a color fax.

Using the Redial button to send a fax

To send a fax to the last number dialed:

1. Press **Redial**.
2. Press **Start Black** to send a black-and-white fax or **Start Color** to send a color fax.

If there is no number to redial, the phonebook opens.

Receiving a fax

You can set up your printer to receive faxes automatically or manually. Even if your printer is set up to receive faxes automatically, you can still receive them manually at any time.

Receiving a fax automatically

To receive faxes automatically:

1. Load letter (8.5 x 11 in. / 22 x 28 cm) or A4 (8.3 x 11.7 in. / 21 x 30 cm) plain paper into the paper tray (see Loading plain paper, page 16).
2. Make sure the Auto Answer LED is on. (If not, press **Auto Answer** to turn it on.)

The printer will receive all incoming faxes automatically.

Receiving a fax manually

If Auto Answer is turned off for your printer, you can receive incoming faxes manually.

NOTE: You can receive any incoming fax manually, even if Auto Answer is turned on.

To receive a fax manually:

- When you hear the phone ring, press **Start Black** or **Start Color**.

NOTE: Pressing either Start button triggers the printer to receive the fax. It does not matter which Start button you press; whether a fax is color or black and white is determined by the sender.

If your printer is connected to the same phone line as another telephone and you are using tone dialing (see Dialing Mode, page 45), you may receive an incoming fax manually from another phone. When you hear the distinctive ring of your fax line or know that the incoming call is a fax:

- Pick up any phone and dial **234** (the remote access code).

8   Maintaining Your Printer

Your printer requires little maintenance. However, Kodak recommends cleaning the scanner glass and lid regularly to remove dust and fingerprints, which affect the quality and accuracy of scanning.

Except while cleaning the printer, keep the printer plugged into an AC power outlet. If you use a power strip, don't turn off the power strip. (The printer does not necessarily have to be turned on, but should be plugged in.)

Keep the printhead and ink cartridges in the printer at all times to help prevent damage to the printhead.

For recycling and/or disposal information, contact your local authorities. In the US, go to the Electronics Industry Alliance at www.eia.org or go to www.kodak.com/go/recycle.

General care and cleaning

⚠ CAUTION:
Always disconnect the power to the printer before cleaning it. Do not use harsh or abrasive cleaners on any part of the printer.

- To clean the printer, wipe the outside with a clean, dry cloth.
- Keep the surrounding area vacuumed and litter-free.
- Protect the printer from tobacco smoke, dust, and liquid spills.
- Do not place objects on the printer.
- Keep the printer supplies away from direct sunlight and out of high-temperature environments.
- Do not allow chemicals to come into contact with the printer.

Cleaning the scanner glass and document backing

The scanner glass can get smudged and minor debris can accumulate on the white document backing under the scanner lid. Periodically clean the scanner glass and document backing.

> ⚠️ CAUTION:
> **Do not use harsh or abrasive cleaners on any part of the printer.**
> **Do not spray liquid directly on the glass.**
> **Do not use paper-based wipes on the document backing as they can scratch it.**

To clean the scanner glass and document backing under the scanner lid:

1. Unplug the printer and lift the scanner lid.

2. Wipe the glass with a soft cloth or sponge, slightly moistened with a nonabrasive glass cleaner.
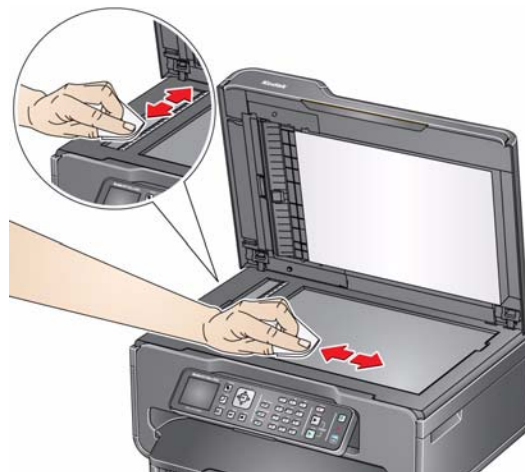
3. Dry the glass with a lint-free cloth.

4. Gently clean the document backing with a soft cloth or sponge, slightly moistened with mild soap and warm water.

5. Dry the document backing with a chamois or lint-free cloth.

NOTE: If the document backing needs further cleaning, use isopropyl (rubbing) alcohol on a soft cloth, then wipe thoroughly with a cloth moistened with water to remove any residual alcohol.

6. When you finish cleaning, plug in the printer.

Replacing ink cartridges

Your printer uses both black and color ink cartridges. You can check the approximate ink levels on the LCD (see Checking ink levels, page 64) or in Home Center Software. When an ink cartridge is out of ink, the printer LCD displays a message stating that the black or color ink cartridge needs replacing.

IMPORTANT: *Do not use non-Kodak brand or refilled ink cartridges.*

To replace an ink cartridge:

1. Make sure your printer is on.
2. Lift the printer access door, and wait for the carriage to move to the access position.

The ink cartridges are located in the printhead.

Black ink cartridge

Printhead

Color ink cartridge
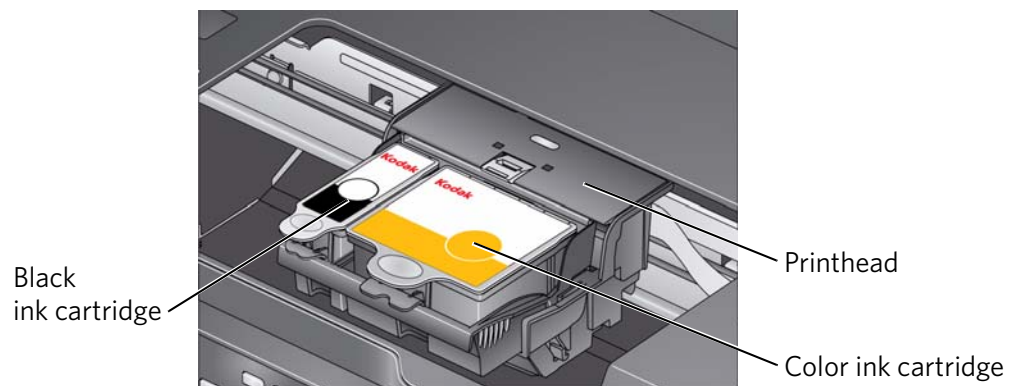
3. Pinch the tab on the ink cartridge and lift it out of the printhead.
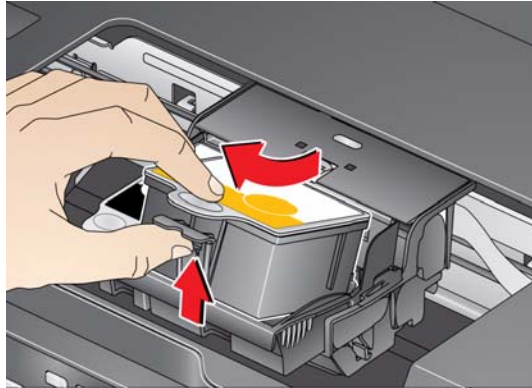
4. Remove the new ink cartridge from its bag.
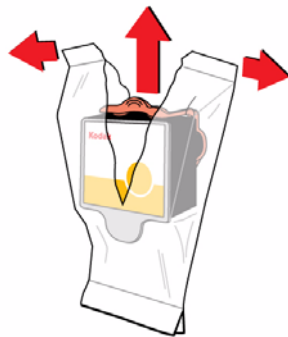
IMPORTANT: *To prevent the printhead from drying out, insert the ink cartridge into the printhead immediately.*

5. Remove the protective cap from the cartridge.
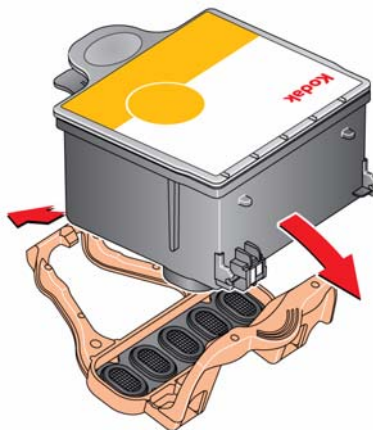
6. Insert the ink cartridge into the printhead.
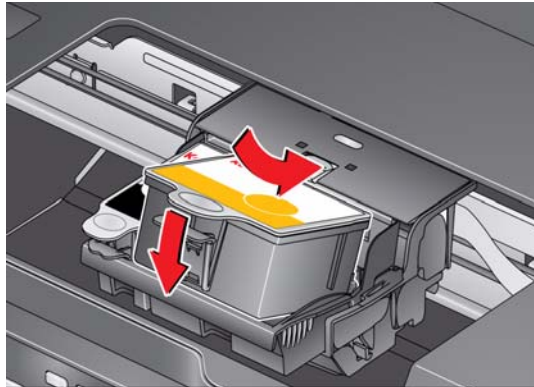
7. Press down on the ink cartridge tab until you hear a click.
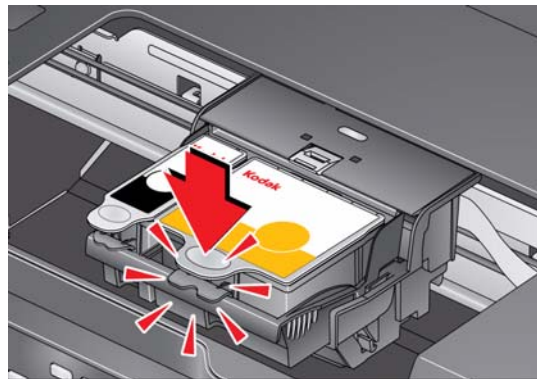
8. Close the printer access door.

Replacing the printhead

IMPORTANT: *Replacing the printhead is not a regular maintenance procedure. Replace the printhead only if you receive a new printhead from Kodak.*

To replace the printhead:

1. Make sure your printer is on.
2. Lift the printer access door, and wait for the carriage to move to the access position.

3. Remove both ink cartridges and set them aside.
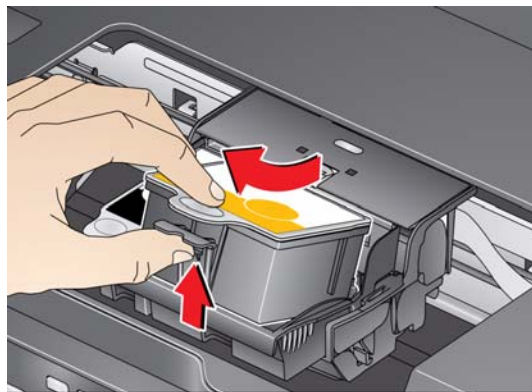
4. Unlatch the used printhead by lifting the button in the center of the carriage.
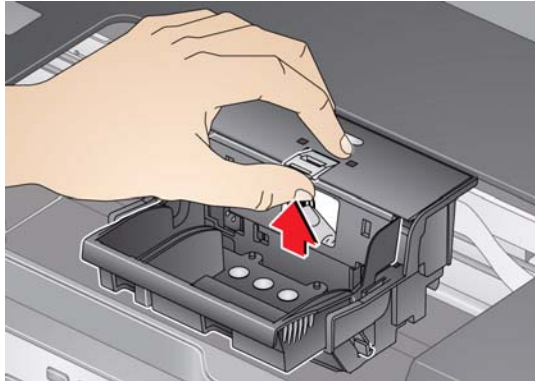
5. Lift the used printhead out of the carriage.
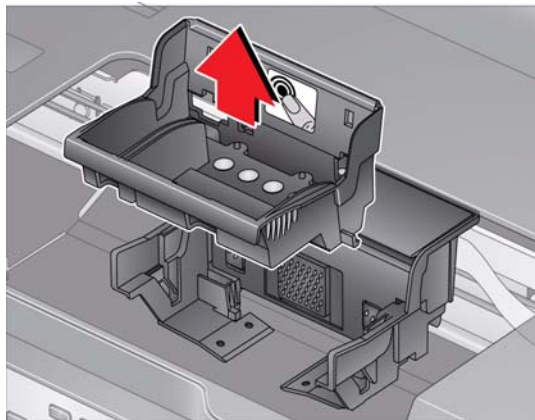
6. Remove the new printhead from its bag.
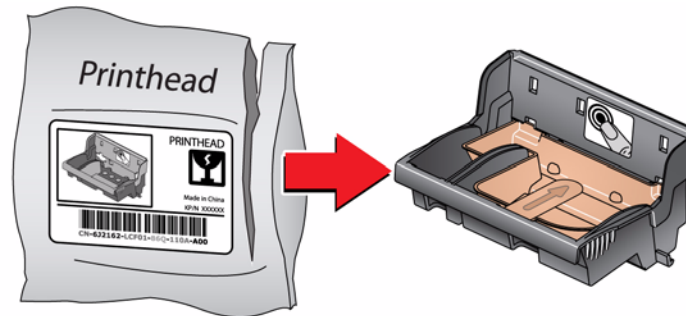
⚠ CAUTION:
Do not touch the gold contacts on the printhead, as doing so may damage it.

7. Remove the two plastic protective caps.
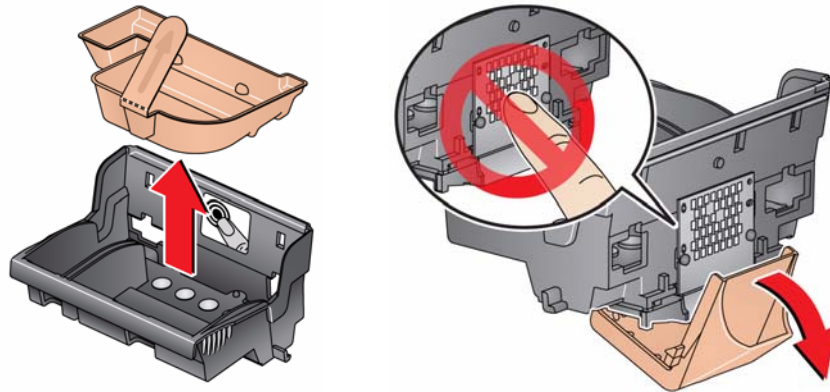
8. Place the new printhead into the carriage.
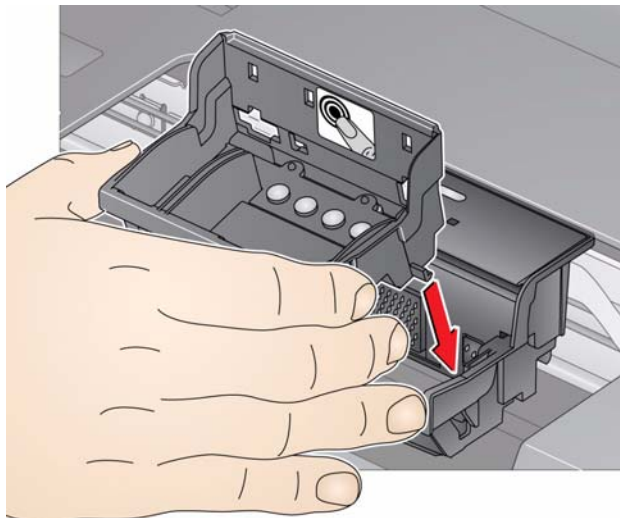
9. Push firmly against the target label of the printhead until you hear a loud snap.
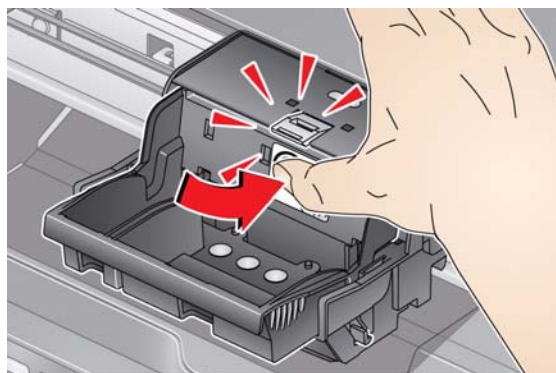
10. Insert the black ink cartridge into the printhead.
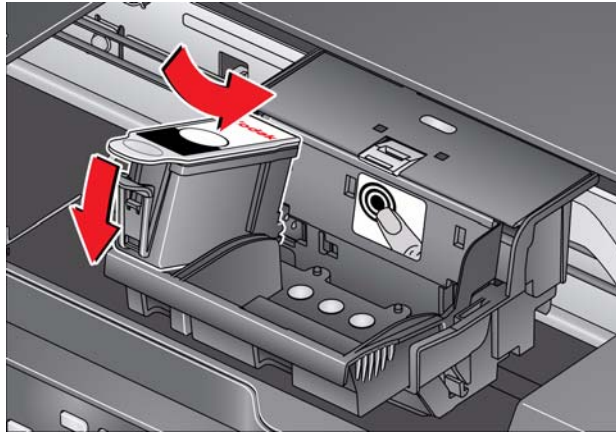
11. Press down on the ink cartridge tab until you hear a click.
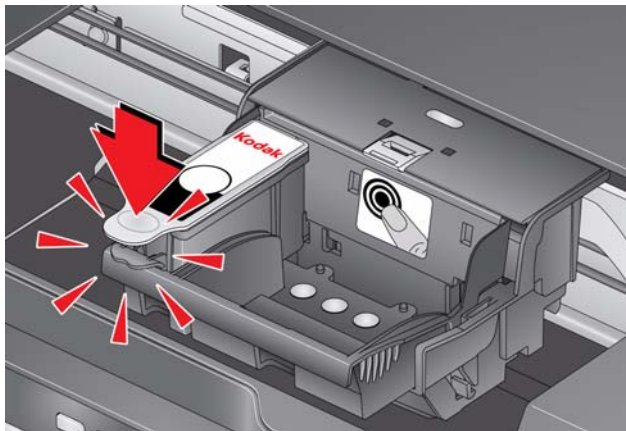
12. Repeat steps 10 - 11 for the color ink cartridge.
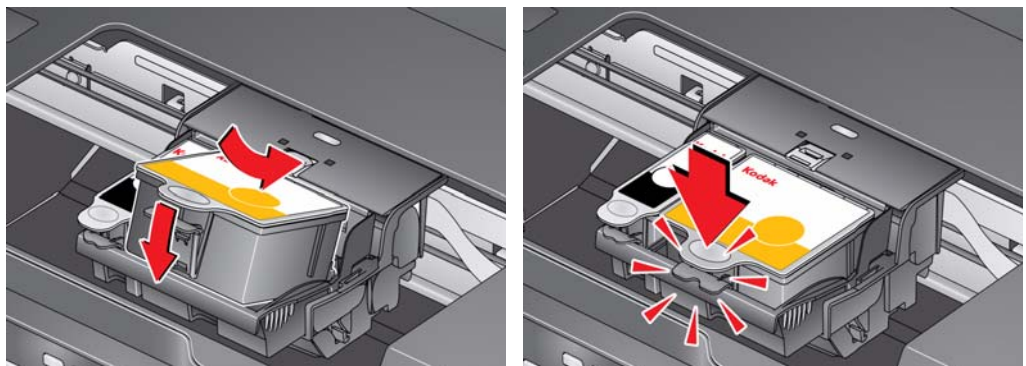
13. Close the printer access door.

The printer detects the new printhead. Follow the instructions on the LCD to calibrate your printer.

Updating the software and printer firmware

Using the latest software and firmware helps ensure optimal performance of your printer.

NOTE: Firmware is the software that runs on your printer.

When you open Home Center Software on a computer with WINDOWS OS, the software automatically checks for software and firmware updates. On a computer with MAC OS, you must check manually for updates.

Use the following procedure to update manually.

Updating if your printer is connected to a computer with WINDOWS OS

To update the software:

1. Make sure that your computer is connected to the Internet.
2. Open Home Center Software.
3. Click **Tools and Documentation**.
4. Under Web Links, click **Check for Software Updates** to check whether software updates are available.
5. If there are updates, click **Next** and follow the on-screen instructions.

To update the printer firmware:

1. Make sure that your computer is connected to the Internet.
2. Connect the printer to the computer with a USB cable, Ethernet cable, or wirelessly (if not currently connected).
3. Open Home Center Software.
4. Click **Tools and Documentation**.
5. Under Web Links, click **Check for Printer (Firmware) Updates**.
6. If there are updates, click **Next** and follow the on-screen instructions.

IMPORTANT: *Do not turn off or unplug your printer or your computer during the update.*

Updating if your printer is connected to a computer with MAC OS

To update the software:

1. Make sure that your computer is connected to the Internet.
2. Open Home Center Software.
3. On the File menu, select **Check for Updates**.
4. If there are software updates, follow the on-screen instructions for updating your software.

To update the firmware:

1. Go to www.kodak.com/go/esp6150downloads.
2. Connect the printer to the computer with a USB cable, Ethernet cable, or wirelessly (if not currently connected).
3. Select your operating system from the drop-down list.
4. Click **Select** in the Firmware box.
5. Read the instructions, click **Download**, then follow the on-screen instructions.

IMPORTANT: *Do not turn off or unplug your printer or your computer during the update.*

Monitoring and adjusting printer performance

From the control panel, you can perform tasks to help keep the printer functioning well.

Checking ink levels

To check the ink levels:

1. Press **Home**.
2. Press ▼ to select **Maintenance**, then press **OK**.
3. With **Check Ink Levels** selected, press **OK**.

   The LCD shows approximate levels of ink in the cartridges so you know when it's time to order replacement cartridges.

Resetting factory defaults

To reset defaults to the factory default settings:

1. Press **Home**.
2. Press ▼ to select **Printer Settings**.
3. Press ▼ to select **Reset All Settings**, then press **OK**.
4. When you see the message, "This will reset printer settings to factory defaults," press **OK**.

NOTE: Resetting factory defaults does not change the date and time, language, country/region, or network settings.

9 Troubleshooting

Basic troubleshooting

Some problems can be resolved quickly by power cycling the printer: Turn off your printer. Wait five seconds. Turn on the printer.

Use the following information to help troubleshoot problems with your printer.

Problem	Possible Solutions
Printer does not power on	• Make sure you are using the power cord that came with your printer. • Make sure the power cord is connected to the AC adapter and is plugged into an outlet or power strip. • If the USB 2.0 cable was disconnected from the printer, then reconnected, or if power to the printer was interrupted, restart the computer.
Printer not detected	• Make sure your printer is plugged in and turned on. • If you are using a USB cable, make sure: – you have a USB 2.0 cable. – that the USB cable is connected to both your printer and your computer. • If you are using a wireless connection, make sure: – the printer is connected to your wireless network (check the Wi-Fi connectivity LED and the SSID). – your router is transmitting data. – the firewall (excluding WINDOWS Firewall) is allowing the services needed for your printer. For additional information, go to www.kodak.com/go/inkjetnetworking.
Wireless connectivity	For wireless connectivity issues, go to www.kodak.com/go/inkjetnetworking.
Printhead carriage jam	• Open the printer access door and clear any obstructions. • Check that the printhead and ink cartridges are installed correctly. (The printhead and ink cartridges are installed correctly when you hear them click into place.)

Problem	Possible Solutions
Print quality	• For best results, use KODAK Paper or a paper with the COLORLOK Technology logo on the package. • Make sure the paper is loaded correctly (see page 16). For more information, go to www.kodak.com/go/itg, select **All-in-one printer**, then **Print Quality (missing colors, blank prints, etc)**.
Ink cartridge	• Check that KODAK Ink Cartridge(s) are installed. Do not use non-Kodak brand or refilled ink cartridges. • Remove, then install the cartridges again. Make sure the cartridges click into place.
Paper jam	• Check for paper behind the duplexer in the rear-access cleanout area. • Remove the duplexer and gently remove any paper from inside the printer. • Make sure the paper in the tray is free of tears or creases. • Make sure you do not overload the paper tray. For more information, go to www.kodak.com/go/itg. Select **All-in-one printer**, then **Paper jam**.

Cannot send or receive a fax	• Make sure that the wall phone line is plugged into the **Line in** port.
	• Verify that the wall jack works by plugging in a phone and checking for a dial tone.
	• Verify that Region is set to the correct country.
	  – Press **Home**.
	  – Press ▼ or ▲ to select **Printer Settings**, then press **OK**.
	  – Press ▼ to select **Country/Region**, then press **OK**.
	  – Press ▼ or ▲ to select your country, then press **OK**.
	• If you are connected to a DSL phone line, make sure you have a DSL filter connected to the phone jack.
	For more information, go to www.kodak.com/go/itg. Select **All-in-one printer**, then **Cannot use a feature on my printer**, then **Fax**.

Problem	Possible Solutions
Error messages or other problems you cannot resolve	If you need to contact Kodak (see www.kodak.com/go/contact), have the following information available: • Kodak Service Number (located inside the printer when you open the printer access door) • Printer model number (located on the control panel) • Computer model, operating system, and version of Home Center Software • Exact wording of any error message(s)

Getting help on the Web

For more troubleshooting information:

Get help with wireless networking.	www.kodak.com/go/inkjetnetworking
Use our Step-by-Step Solutions and Repair tool to troubleshoot common problems.	www.kodak.com/go/itg
Search our knowledge base of FAQs (Frequently Asked Questions).	www.kodak.com/go/esp6150support
Download the latest firmware and software for optimal printer performance.	www.kodak.com/go/esp6150downloads
See the recommended system requirements.	www.kodak.com/go/esp6150specs
Get help with problems you cannot resolve.	Contact Kodak at www.kodak.com/go/contact and have the following information available: – Kodak Service Number (located inside the printer when you open the printer access door) – Printer model number (located on the control panel) – Computer model, operating system, and version of Home Center Software

Status lights

There are two status lights on the printer: one indicates power, the other indicates Wi-Fi status.

Power status light

Power light	What it means
Off	The printer is turned off. • Press the on/off button to turn on power. The printer does not have power. • Make sure that the power cord is plugged into the back of the printer and into an electrical outlet, and that the electrical outlet has power.
Blinking	The printer is busy. • Wait for the printer to finish the task.
On	The printer is ready.

Wi-Fi status light

Wi-Fi status light	What it means
Off	The Wi-Fi radio is either turned off or is turned on but not connected to a wireless network.
Blinks continuously	The Wi-Fi radio is turned on and the printer is searching for available wireless networks within range.
Blinks intermittently	The Wi-Fi radio is turned on and the printer cannot find any available wireless networks within range, or the Wi-Fi radio connection has been interrupted or is too weak to send signals. To find and connect to an available wireless network within range, press **OK**, turn the Wi-Fi radio off, and run the WiFi Setup Wizard (see Connecting to a wireless network using the WiFi Setup Wizard, page 6).
On	The Wi-Fi radio is turned on and there is a working connection between the printer and a wireless network.

10 Product and Safety Specifications

The following specifications are subject to change without notice.

Features and Specifications

Print performance

Black print speed Up to 32 pages per minute on plain paper

Color print speed Up to 30 pages per minute on plain paper

Print technology Continuous-tone, thermal inkjet

Print quality modes Draft, Normal, and Best on plain paper
Photo quality mode on photo paper

Photo printing features

Quantity 1 to 99
(may vary for different models of the 6100 series printers)

Print sizes 2 x 3 in. (5 x 8 cm)
3.5 x 5 in. (9 x 13 cm)
4 x 6 in. (10 x 15 cm)
4 x 7 in. (10 x 18 cm)
4 x 12 in. (10 x 30 cm) (Panoramic)
5 x 7 in. (13 x 18 cm)
8 x 10 in. (20 x 25 cm)
US Letter - 8.5 x 11 in. (22 x 28 cm)
A4 (21 x 30 cm)

Quality Best, Normal, Draft, Automatic

Auto-detect media Auto-detect plain paper, photo paper, and transparency
Optimize image quality for KODAK Photo Papers with barcode

Image enhancement KODAK PERFECT TOUCH Technology with
Home Center Software (from the computer only)

Color Black-and-white or color

Scene balance On (default), Off

Copy document features

Color	Black-and-white or color
Quantity	1 to 99 copies (may vary for different models of the 6100 series printers)
Copy sizes	Same Size, Fit to Page, 20% to 500% (may vary for different models of the 6100 series printers)
Plain paper quality	Best, Normal, Draft
Brightness	– 3 to + 3

Copy photo features

Color	Black-and-white or color
Quantity	1 to 99 (may vary for different models of the 6100 series printers)
Copy sizes	2 x 3 in. (5 x 7.6 cm) 3.5 x 5 in. (9 x 12.7 cm) 4 x 6 in. (10 x 15 cm) 4 x 7 in. (10 x 18 cm) 4 x 12 in. (10 x 30 cm) (Panoramic) 5 x 7 in. (13 x 18 cm) 8 x 10 in. (20 x 25 cm) US Letter - 8.5 x 11 in. (22 x 28 cm) A4 (21 x 30 cm)
Quality	Automatic
Brightness	– 3 to + 3

Scanning features

Scanner type	Contact Image Sensor (CIS)
Maximum scan size	8.5 x 11.7 in. (21.6 x 29.7 cm)
Functions	Segmentation scanning Auto-destination Optical Character Recognition (OCR)

Input paper tray

Paper capacity   200 sheets of 20 lb plain paper

60 sheets of photo paper, up to 12 mil (290 gsm)

20 envelopes

Tray size   4 x 6 in. to 8.5 x 14 in. (10 x 15 cm to 21.6 x 36 cm)

Output paper tray

Paper capacity   50 sheets of 20 lb plain paper

Ink cartridges

Ink handling   2-cartridge, 6-ink system

Ink life   1-year warranty from date of purchase

Connectivity

Protocols supported   USB 2.0

Devices supported   Computers with WINDOWS OS and computers with MAC OS; mobile phones with custom print applications

Image formats supported   Image printing supports JPEG (EXIF v2.21 non-progressive); does not support progressive JPEG format

Number of USB ports   One USB 2.0 high-speed device port on the back of the printer

Wi-Fi technology supported   802.11n, WPA, and WMM

Software support

Application support	Third-party image-management software; optical character reader (OCR) support for documents
Media support	Plain paper, photo paper, envelopes, greeting cards, card stock, transparencies with white stripe, labels
Scanner support	TWAIN and WIA, WIA2 (VISTA OS), including segmentation scanning
Update support	Software and firmware updates available through Web support

Physical specifications

Power	WW: 110-240 V AC, 50-60 Hz at 2 A Output: 36 V DC at 1.6 A
Dimensions	44.5 x 42.7 x 23.5 cm [L x W x D] (17.5. x 16.8. x 9.3 in.)
Weight	8.6 kg (19 lb) without power supply, printhead, or ink cartridges
Operating range	5° - 35°C (41°- 95°F), 15 to 85% RH (non-condensing and atmospheric pressure to approximately 10,000 ft. ASL)
Full image quality environmental range	15° - 30°C (59° - 86°F) and 20 to 80% RH.
Energy efficiency	ENERGY STAR® Qualified

Warranty

Product	One year from purchase (with proof of purchase)
Printhead	One year from purchase (with proof of purchase)

System requirements

Computer with WINDOWS OS

Computer	Minimum
Operating System	WINDOWS VISTA or XP Home (SP2 or later)
CPU	Intel Celeron
Clock speed	1.2 GHz
Memory	512 MB RAM
Available hard disk space	500 MB available
Interface	USB
Removable drive	CD-ROM

Computer with MAC OS

Computer	Minimum
Operating System	MACINTOSH OS X 10.4.8 or later
CPU	PowerPC G4, G5, or Intel Based Mac
Clock speed	1.2 GHz
Memory	512 MB RAM
Available hard disk space	200 MB available
Interface	USB
Removable drive	CD-ROM

Paper types supported

Plain paper	20 to 24 lb (75 to 90 gsm)
Photo paper	6.5 to 12 mil
Card stock	110 lb index max (200 gsm)
Envelopes	20 to 24 lb (75 to 90 gsm)
Transparencies	All commercially available inkjet varieties (with a white stripe)
Labels	All commercially available inkjet varieties on 8.5 x 11 in. and A4 size sheets
Iron-on transfers	All commercially available inkjet varieties on 8.5 x 11 in. and A4 size sheets

Paper sizes supported

Plain paper	A4 (8.3 x 11.7 in. / 21 x 30 cm)
	A5 (5.8 x 8.3 in. / 15 x 21 cm)
	A6 (4.1 x 5.8 in. / 11 x 15 cm)
	B5 (6.9 x 9.8 in. / 18 x 25 cm)
	US Executive (7.3 x 10.5 in. / 18 x 27 cm)
	US Letter (8.5 x 11 in. / 22 x 28 cm)
	US Legal (8.5 x 14 in. / 22 x 36 cm)
	Custom sizes from 4–8.5 in. / 10–22 cm wide and 6–14 in. / 15–36 cm long
Labels	A4 (8.3 x 11.7 in. / 21 x 30 cm)
	US Letter (8.5 x 11 in. / 22 x 28 cm)
Index card stock	4 x 6 in. index cards (10 x 15 cm)
	5 x 7 in. index cards (13 x 18 cm)
Transparencies and iron-on transfers	A4 (8.3 x 11.7 in. / 21 x 30 cm)
	US Letter (8.5 x 11 in.) (22 x 28 cm)

Envelopes   C5 (6.4 x 9 in. / 16 x 23 cm)

C6 (4.5 x 6.4 in. / 11 x 16 cm)

DL (designated long) (4.3 x 8.7 in. / 11 x 22 cm)

US #10 (4.1 x 9.5 in / 11 x 24 cm)

US #7¾ (3.9 x 7.5 in. / 10 x 19 cm)

US #9 (3.9 x 8.9 in. / 10 x 23 cm)

A2 (4.4 x 5.8 in. / 11 x 15 cm)

Photos   4 x 6 in. (10 x 15 cm)

4 x 7 in. (10 x 18 cm)

4 x 12 in. (10 x 31 cm)

5 x 7 in. (13 x 18 cm)

8 x 10 in. (20 x 25 cm)

US Letter (8.5 x 11 in. / 22 x 28 cm)

A4 (8.3 x 11.7 in. / 21 x 30 cm)

Safety information

- Always follow all warnings and instructions marked on the product.
- Use only the power source indicated on the product regulatory label.
- Use only the power cord that comes with the product. Using another power cord may cause fire and/or shock. Do not use the included power cord with any other equipment.
- Always turn this product off by using the On/Off button. Wait until the On/Off button stops flashing before removing the power plug from the outlet.
- Do not allow the power cord to become damaged or frayed.
- If you need to use an extension cord with this product, make sure that the ampere rating of the product does not exceed the ampere rating of the extension cord.
- Place the product on a flat, stable surface that extends beyond the product's base in all directions. This product will not operate properly if tilted or at an angle.
- When storing or transporting this product, do not tilt or stand it on its side. Never turn this product upside down (ink can leak out of the product).
- Avoid placing this product in an environment that is subject to rapid changes in temperature or humidity, mechanical shocks, vibration, or dust. Do not place near radiators, heating vents, or in direct sunlight.
- Leave enough room around this product for sufficient ventilation.
- Do not block this product's covers or openings, or insert any objects through slots.
- Do not use aerosol products inside or around this product.
- Do not spill any liquid on this product.
- Do not attempt to repair or service this product.
- If the power cord or plug is damaged, if any liquid has been spilled onto the product, if the product has been dropped or the case damaged, if the product does not operate normally or exhibits a major change in performance level, unplug this product and contact Kodak at www.kodak.com/go/contact.

LCD screen safety

- Use only a dry, soft cloth to clean the LCD screen. Do not use any liquid or chemical cleaners.
- If the LCD screen is damaged, contact Kodak immediately. If any of the solution from the display gets on your hands, wash them thoroughly with soap and water.

Ink cartridge safety

- Keep all ink cartridges out of the reach of children.
- If ink gets on your skin, wash with soap and water. If ink gets into your eyes, flush immediately with water. If any discomfort or change in vision persists after washing, seek medical attention immediately.
- For MSDS information on inks, go to www.kodak.com/go/MSDS.

Regulatory compliance

FCC statement

The United States Federal Communications Commission (in CFR 47 Part 15.105) has specified that the following notice be brought to the attention of the users of this product:

NOTE: This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver
- Connect the product into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

⚠ CAUTION:
Pursuant to Part 15.21 of the FCC Rules, any changes or modifications to this product not expressly approved by Eastman Kodak Company might cause harmful interference and void the FCC authorization to operate this product.

The radiated energy from this product is well below the FCC radio frequency exposure limits. Nevertheless, the product shall be used in such a manner that the potential for human contact during normal operation is minimized. This product and any attached external antenna, if supported, shall be placed in such a manner to minimize the potential for human contact during normal operation. In order to avoid the possibility of exceeding the FCC exposure limits, human proximity shall not be less than 20 cm (8 inches) during normal operation.

Canadian statements

This product meets the applicable Industry Canada technical specifications.

Operation is subject to the following two conditions: (1) this device may not cause interference, and (2) this device must accept any interference, including interference that may cause undesired operation of the device.

This Class B digital apparatus complies with Canadian ICES-003.

Industry Canada (IC) Radiation Exposure Statement

This equipment complies with IC radiation exposure limits set forth for an uncontrolled environment. This equipment should be installed and operated with a minimum distance of 20 cm between the radiator and your person.

European compliance statement

CE

Hereby, Eastman Kodak Company declares that this KODAK all-in-one wireless printer is in compliance with the essential requirements and other relevant provisions of Directive 1999/5/EC.

German compliance statement

Noise emissions for this equipment do not exceed 70 dB(A).

This equipment is not intended for use in the work place in accordance with BildscharbV regulations.

"Das Gerät ist nicht für die Benutzung am Bildschirmarbeitsplatz gemäß BildscharbV vorgesehen."

REACH Article 33 declarations

Go to www.kodak.com/go/REACH for information about the presence of substances included on the candidate list according to article 59(1) of Regulation (EC) No. 1907/2006 (REACH).

Power supply information

Certified External Power Supply that can be used with this product: Hipro HP-A0601R3, or Flextronics VP-09500084-000.

Waste electrical and electronic equipment labeling
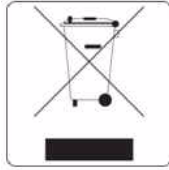
In the European Union, do not discard this product as unsorted municipal waste. Contact your local authorities or go to www.kodak.com/go/recycle for recycling program information.

ENERGY STAR® Qualified

ENERGY STAR and the ENERGY STAR mark are registered U.S. service marks. As an ENERGY STAR partner, Kodak has determined that this product meets ENERGY STAR Guidelines for energy efficiency. For more information on the ENERGY STAR program, see www.energystar.gov.

Warranty Information

Limited Warranty

Kodak warrants Kodak consumer electronic products and accessories ("Products"), excluding batteries, to be free from malfunctions and defects in both materials and workmanship for one year from the date of purchase. Retain the original dated sales receipt. Proof of the date of purchase will be required with any request for warranty repair.

Limited Warranty Coverage

Warranty service is only available from within the country where the Products were originally purchased. You may be required to send Products, at your expense, to the authorized service facility for the country where the Products were purchased. Kodak will repair or replace Products if they fail to function properly during the warranty period, subject to any conditions and/or limitations stated herein. Warranty service will include all labor as well as any necessary adjustments and/or replacement parts. If Kodak is unable to repair or replace a Product, Kodak will, at its option, refund the purchase price paid for the Product provided the Product has been returned to Kodak together with proof of the purchase price paid. Repair, replacement, or refund of the purchase price are the sole remedies under this warranty. If replacement parts are used in making repairs, those parts may be

remanufactured or may contain remanufactured materials. If it is necessary to replace the entire Product, it may be replaced with a remanufactured Product. Remanufactured Products, parts and materials are warranted for the remaining warranty term of the original Product, or 90 days after the date of repair or replacement, whichever is longer.

Limitations

This warranty does not cover circumstances beyond Kodak's control. This warranty does not apply when failure is due to shipping damage, accident, alteration, modification, unauthorized service, misuse, abuse, use with incompatible accessories or attachments (such as third party ink or ink tanks), failure to follow Kodak's operation, maintenance or repacking instructions, failure to use items supplied by Kodak (such as adapters and cables), or claims made after the duration of this warranty. KODAK MAKES NO OTHER EXPRESS OR IMPLIED WARRANTY FOR THIS PRODUCT, AND DISCLAIMS THE IMPLIED WARRANTIES AND CONDITIONS OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. In the event that the exclusion of any implied warranty is ineffective under the law, the duration of the implied warranty will be one year from the purchase date or such longer period as required by law. The option of repair, replacement, or refund is Kodak's only obligation. Kodak will not be responsible for any special, consequential or incidental damages resulting from the sale, purchase, or use of this product regardless of the cause. Liability for any special consequential or incidental damages (including but not limited to loss of revenue or profit, downtime costs, loss of the use of the equipment, cost of substitute equipment, facilities or services or claims of your customers for such damages resulting from the purchase, use or failure of the Product), regardless of cause, or for breach of any written or implied warranty is expressly disclaimed.

Your Rights

Some states or jurisdictions do not allow exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you. Some states or jurisdictions do not allow limitations on how long an implied warranty lasts, so the above limitation may not apply to you. This warranty gives you specific rights, and you may have other rights which vary from state to state or by jurisdiction. Your statutory rights are not affected.

Outside the United States and Canada

In countries other than the United States and Canada, the terms and conditions of this warranty may be different. Unless a specific Kodak warranty is communicated to the purchaser in writing by a Kodak company, no warranty or liability exists beyond any minimum requirements imposed by law, even though defect, damage, or loss may be by negligence or other act.

Declaration of Conformity

Kodak

Manufacturer's Name:	Eastman Kodak Company
Manufacturer's Address:	16275 Technology Drive
	San Diego, CA 92127, USA

Declares our sole responsibility that the product

Product Name:	KODAK ESP Office 6100 Series All-in-One Printer
Power adapters:	HP-A0601R3, VP-09500084-000
Radio Module Number:	US101

conforms to the following Product Specifications:

Safety: IEC 60950-1:2001
EN 60950-1:2001 + A11:2004
UL 60950-1:2003 R7.06
CAN/CSA-C22.2 No. 60950-1-03

EMC: EN 55022:2006+A1:2007, Class B
CISPR 22:1997 Class B
EN 61000-3-2:2006, Class A
EN 61000-3-3:1995+A1:2001 +A2:2005
AS/NZS CISPR 22:2006, Class B
EN 61000-4-2:1995 + A1:1998 + A2:2001
EN 61000-4-3:2006 + A1:2008
EN 61000-4-4:2004
EN 61000-4-11:2004
EN 61000-4-8:2001 ED 1.1
CFR 47, FCC Part 15, Subpart B, Class B
EN 61000-4-5:2006
EN 61000-4-6:2007
ICES–003:2004 Class B
ANSI C63.4-2003

Radio: EN 301 489-1 V1.8.1 (2008-04)
EN 301 489-17 V1.3.2 (2008-04)
AS/NZS 4268:2003 + A1:2005 + A2:2006

Fax: TBR21:1998   Product complies with TBR21:1998
except clause 4.7.1 (DC Characteristics), which
complies with ES 203 021-3, clause 4.7.1
FCC Rules and Regulations 47CFR Part 68
TIA-968-A-1 +A-2 +A-3 +A-4 Telecommunications
- Telephone Terminal Equipment
CS-03, Part 1, issue 9, Feb 2005

The product was tested in a typical configuration.

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