



**Unpack the machine**

Please confirm bundled thing by the illustration printed on the flapped lid of the packing box.

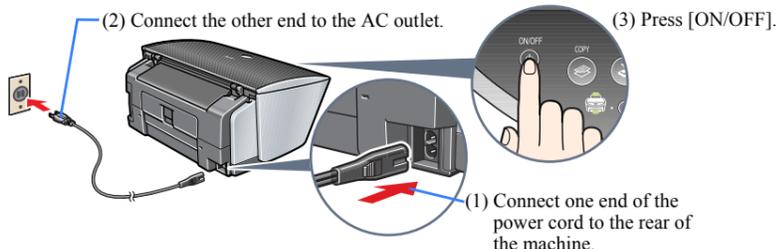


**IMPORTANT**

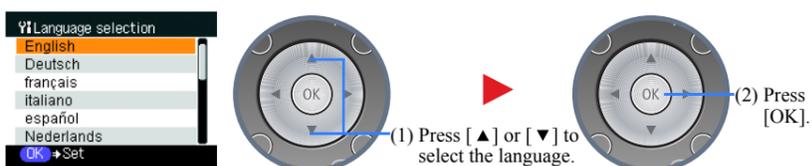
Do not connect the USB cable until after the software is installed. See the rear side of this sheet for details.

**1 Turn on the machine.**

**1 Connect the power cord, then press [ON/OFF].**



**2 Use [▲] or [▼] on the Operation Panel to select the language for the LCD, then press [OK].**



The language setting is only available for some countries.

**3 If the message <Install the print head and set the ink tank.> appears, go to Step 2, "Install the Print Head."**

**2 Install the Print Head.**

**1 Open the Paper Output Tray.**



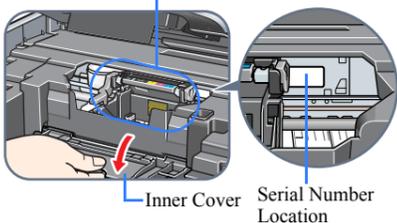
**2 Lift the Scanning Unit (Printer Cover) until it locks into place.**



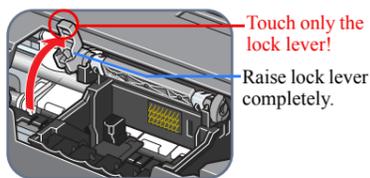
**IMPORTANT**  
Be careful not to touch the buttons on the Operation Panel.

**3 Open the Inner Cover.**

The Print Head Holder moves to the center. Do not touch the Print Head Holder while it is moving.



**4 Raise the lock lever.**

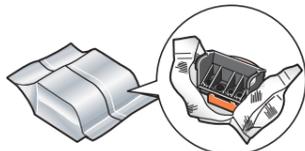


**IMPORTANT**  
If the Scanning Unit (Printer Cover) is left open for more than 10 minutes, the Print Head Holder moves to the right. Close and reopen the Scanning Unit (Printer Cover) to return the Holder to the center.

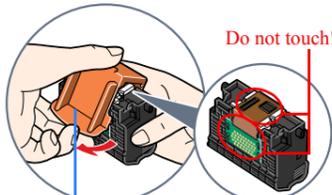
**IMPORTANT (US Only)**  
Write down the serial number located inside the machine. You will need this to register your products.

**5 Prepare the Print Head.**

- (1) Remove the print head from its package.
- (2) Remove the protective cap and discard it.

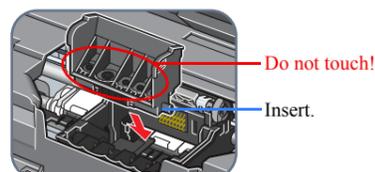


**CAUTION**  
There might be some transparent or light blue ink on the inside of the bag the print head comes in - this has no effect on print quality. Be careful not to get ink on yourself when handling these items.

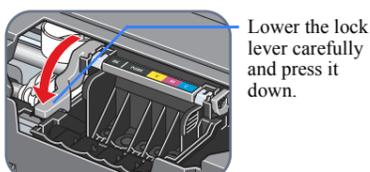


**CAUTION**  
There might be some transparent or light blue ink on the inside of the protective cap - this has no effect on print quality. Be careful not to get ink on yourself when handling these items.

**6 Insert the Print Head.**



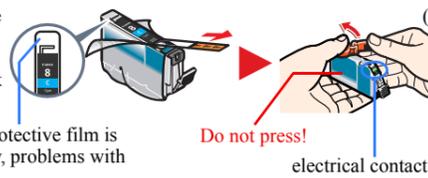
**7 Lower the lock lever.**



**3 Install the ink tanks.**

**1 Prepare the ink tanks.**

- (1) Peel back the orange tab completely and remove the plastic wrapper from the ink tank.
- (2) Twist off and discard the orange protective cap located on the bottom of the ink tank.

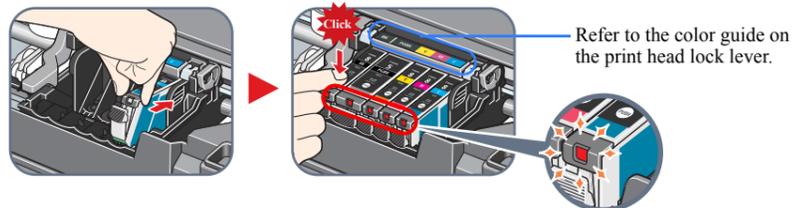


If the orange-colored protective film is not removed completely, problems with printing may occur.

**IMPORTANT**  
Do not touch the electrical contacts.

**2 Insert the ink tanks.**

- (1) Insert the ink tank into the rightmost slot.
- (2) Press the mark on the ink tank until it clicks into place and then its lamp lights red.



**3 Close the Inner Cover and the Scanning Unit (Printer Cover).**



**4 Align the Print Head from the Operation Panel.**

This procedure is necessary to obtain a beautiful print result.

The Print Head positions is automatically aligned.

When the pattern shown on step 3-(3) is printed, the alignment is completed.

Be sure to align the Print Head to ensure print quality.

**1 Open the Paper Support, then pull out the extension.**

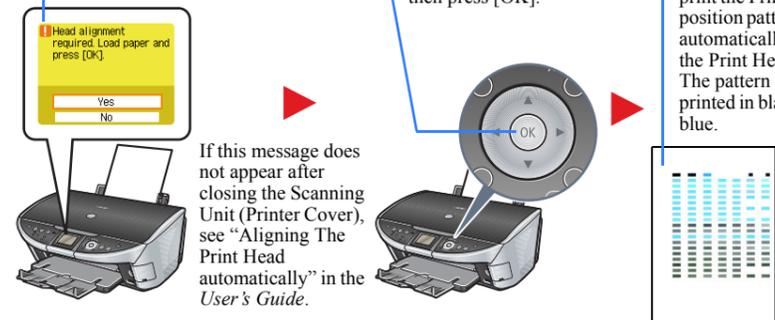
- (1) Open the Paper Support.
- (2) Pull out the extension until it stops.
- (3) Pinch and slide the paper guide to the left end.

**2 Load a few sheets of letter- or A4-size blank paper into the Auto Sheet Feeder.**

- (2) Pinch and adjust the paper guide to the width of the stack.
  - (1) Load the paper with the print side face up.
- Align the paper with the cover guide, then slide the paper guide toward the left edge of the paper.
- Ensure the paper stack does not exceed the paper limit mark.

**3 Press [OK] to start Print Head alignment.**

- (1) This message appears.
- (2) Make sure <Yes> is selected, then press [OK].
- (3) The machine will print the Print Head position pattern and automatically align the Print Head. The pattern is printed in black and blue.



- Print head alignment will take several minutes to complete. Do not start another operation here.
- If the printed pattern matches the illustration, Print Head alignment is complete.

**You can change the language displayed on the LCD.**

For details, see "Language selection" in the User's Guide.

**Hardware setup and Print Head alignment is complete.**

If you are connecting the machine to a computer for use, see the rear side of this sheet for instructions on installing the software.

## Install the software.

Select Easy Install in order to install the application software, On-screen Manual and MP drivers. Select Custom Install in order to choose the options you would like to install. This sheet explains Easy Install Only.

**IMPORTANT**

Temporarily close any open applications, including anti-virus software. Computer security programs can be re-started after software installation.



- A printer cable is not included. You must purchase a USB cable (less than 10 ft./3 m) to connect your machine to a computer.

### Windows

The following software programs are included on the Setup CD-ROM:

MP Drivers	On-screen Manual	MP Navigator
Easy-WebPrint	Easy-PhotoPrint	ScanSoft OmniPage SE
ArcSoft PhotoStudio		

**IMPORTANT**

- Do not connect the USB cable until Step 3, "Connect the USB cable."
- You must log on as an administrator or have administrative privileges in order to install the software in Windows® XP or Windows 2000.
- If you have an earlier version of the MultiPASS Suite software installed on your computer, uninstall this version before installing the new version. For instructions on uninstallation, see the guides for that version of MultiPASS Suite.

### Step 1: Prepare the Setup CD-ROM and get ready to install.

- Turn off the machine.
  - Press the [ON/OFF].
  - Be sure [COPY] stops flashing and all the lamps on the Operation Panel are off.
- Turn ON your computer, and start Windows.
- Insert the Setup CD-ROM into the CD-ROM drive.

The setup program should run automatically. If the installer in the CD-ROM does not run automatically, click [Start] and select [My Computer], then double-click the CD-ROM icon.

**IMPORTANT**

If the following screen appears, the USB cable is connected.

- Perform the following steps.

- Press [ON/OFF] to turn off the machine.
- Disconnect the USB cable.
- Click [Cancel].



### Step 2: Install the software.

- Click [Easy Install], then click [Install].
- To read descriptions of the software programs, set the mouse on the item.



### Step 3: Connect the USB cable.

- When the [Printer Connection] appears, connect the machine to the computer with the USB cable.
  - Turn on the machine.
- In Windows 2000, the machine may not be set as the default printer.
- Click [Exit].

If prompted, restart your computer.



**US Only**

When the Registration Screen appears, follow on screen instructions to register your product. You will need your product serial number, which is located on the inside of the machine. Refer to "2 Install the Print Head."

You now have completed installation of the software.

### Macintosh

The following software programs are included on the Setup CD-ROM:

MP Drivers	On-screen Manual	MP Navigator
Easy-PhotoPrint	ArcSoft PhotoStudio	ScanSoft OmniPage SE

**IMPORTANT**

Do not connect the machine to Mac® OS 9 or Mac OS X Classic environments since they are not supported.

### Step 1: Connect the USB cable.

- Make sure the machine is turned ON.

### Step 2: Prepare the Setup CD-ROM.

- Turn ON your computer, and start Mac OS X.
  - Insert the Setup CD-ROM into the CD-ROM drive.
- The setup program should automatically run. If the setup program does not automatically run, double-click [Setup] on the Setup CD-ROM, or click [Setup] on the Setup CD-ROM and click [File] menu and then select [Open].

### Step 3: Enter the name and password for an Administrator Account.

- Enter the name for Administrator.
- Enter the password and then click [OK].



### Step 4: Install the software.

- Click [Easy Install], then click [Install].
- To read descriptions of the software programs, set the mouse on the item.



- Click [Restart] to restart your computer.



**US Only**

When the Registration Screen appears, follow on screen instructions to register your product. You will need your product serial number, which is located on the inside of the machine. Refer to "2 Install the Print Head."

**\* When connecting from Mac OS X v.10.3.3 or earlier:**

Restarting the computer while connected to the machine may cause the machine not to be detected. To resolve this, either unplug the USB cable then plug it back in again, or turn the machine OFF then back ON again.

- Perform the following to make sure the driver has been installed correctly.

- Select [Applications] from the [Go] menu.
  - Double-click the [Utilities] folder, then the [Printer Setup Utility] ([Print Center] when using Mac OS X v.10.2.x) icon.
- If the printer is displayed in the [Printer List], the printer driver is installed. If the printer is not displayed in the [Printer List], click [Add] in the [Printer List] and select [USB] from the pop-up menu. Select [MP500] from the [Product] list and click [Add].

You now have completed installation of the software.

## Cassette Loading

You can load paper in both the Auto Sheet Feeder and Cassette.

- Prepare to load paper.
  - Adjust the size of the Cassette.
- When loading A5- or larger sized paper, adjust the size of the Cassette.

