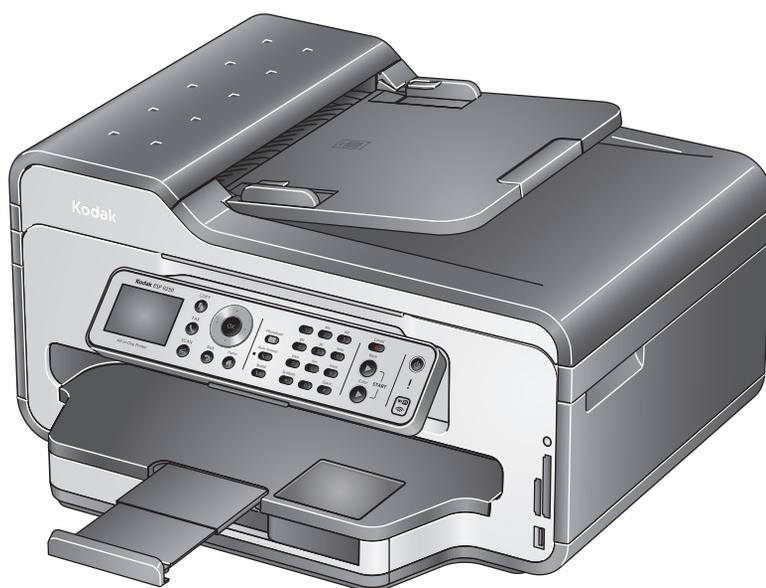


User Guide • Guide d'utilisation



# Kodak ESP 9200 Series

All-in-One Printers • Imprimantes tout-en-un



# KODAK ESP 9250 All-in-One Printer

Your KODAK All-in-One Printer combines ease-of-use and affordable inks to provide high-quality pictures and documents.

## Resources

Support is available! Go to [www.kodak.com/go/aiosupport](http://www.kodak.com/go/aiosupport), and select your printer model for:

- Frequently Asked Questions (FAQs)
- software or firmware upgrades
- Extended User Guide
- and more!

If you prefer, you can chat online, send us an e-mail, or call for technical support. Go to [www.kodak.com/go/contact](http://www.kodak.com/go/contact).

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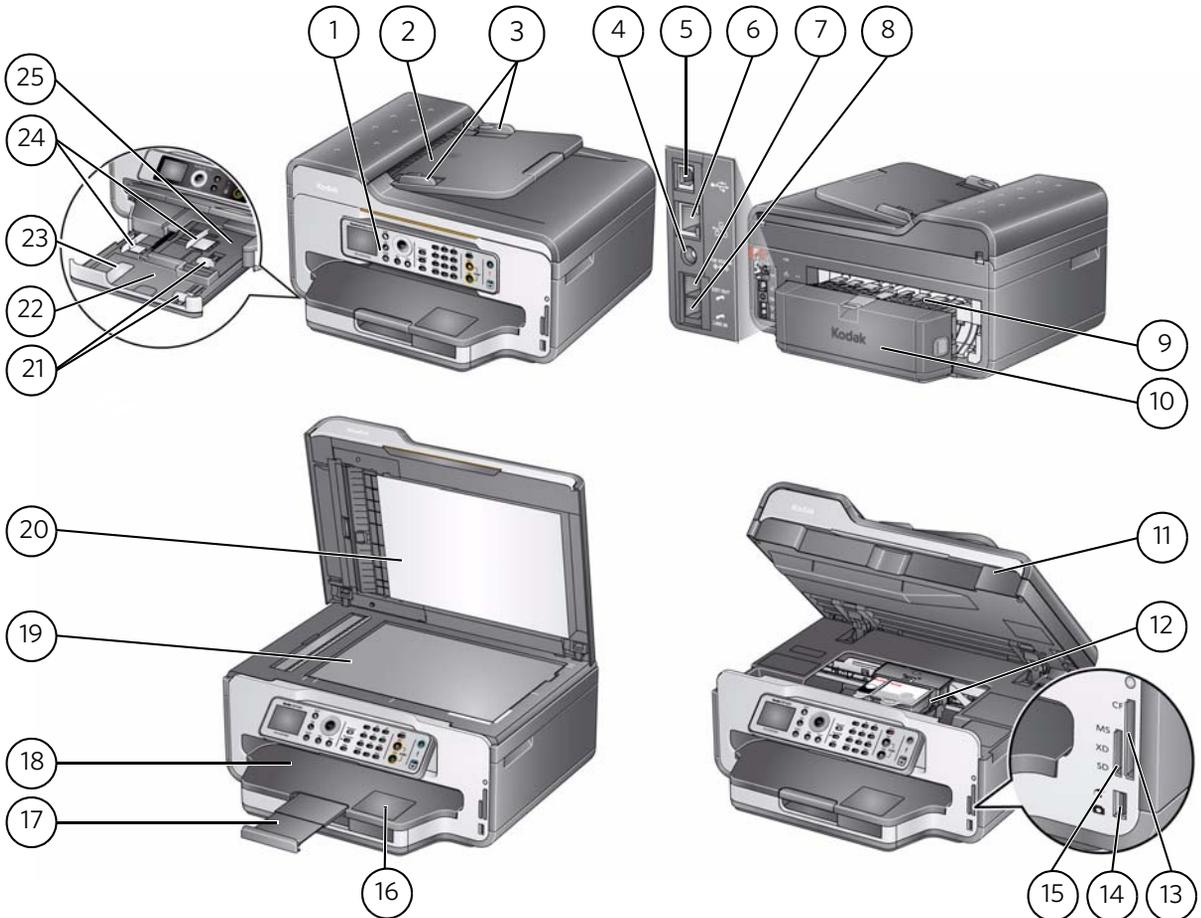
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# 1

## Printer Overview

This printer lets you print, copy, scan, and fax pictures and documents.

### Components



- |    |   |    |                                      |
|----|---|----|--------------------------------------|
| 1  | Control panel                           | 14 | Front USB port                       |
| 2  | Automatic document feeder (ADF)         | 15 | MS/XD/SD card slot                   |
| 3  | ADF paper-edge guides                   | 16 | Window for photo paper               |
| 4  | Power cord port                         | 17 | Output tray extender with paper stop |
| 5  | USB port                                | 18 | Output tray                          |
| 6  | Ethernet port                           | 19 | Scanner glass                        |
| 7  | Ext out phone port                      | 20 | Scanner lid                          |
| 8  | Line in phone port                      | 21 | Front paper-edge guides              |
| 9  | Rear-access cleanout area               | 22 | Main paper tray                      |
| 10 | Duplexer (pulled out)                   | 23 | Paper tray extender for legal paper  |
| 11 | Printer access door                     | 24 | Left paper-edge guides               |
| 12 | Printhead with ink cartridges installed | 25 | Photo paper tray                     |
| 13 | CF card slot                            |    |                                      |

# 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 previous screen
7 OK button	Selects a menu item, accepts a setting, and continues with the current operation
8 Home button	Displays the main menu; toggles between screens
9 Auto Answer button	Turns the fax auto answer feature on or off; when on, the Auto Answer LED (to the left of the button) is lit and the fax answers all incoming calls
10 Redial button	Dials the last-dialed phone number
11 Phonebook button	Displays the phonebook of fax numbers entered on this printer; lets you enter or edit phone numbers

<b>Feature</b>	<b>Description</b>
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 information for authenticating access to a network
13 Cancel button	Stops the current operation and returns to the menu
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 when searching for an available Wi-Fi network or when the existing signal is too weak to transmit or receive wireless signals
18 Attention light	Blinks when an error occurs

## Home Center Software



KODAK Home Center Software is installed with your KODAK All-in-One Printer Software. The Home Center icon will appear on your desktop.

On a computer with WINDOWS Operating System (OS), you can use Home Center Software to browse and edit pictures, print, copy, scan, order supplies, access the Extended User Guide, and configure your all-in-one printer from your computer.

On a computer with MAC OS, you can use Home Center Software to scan, order supplies, and configure your printer from your computer.

## Paper

For the best photo 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.

## 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

## Paper sizes

### In the main paper tray:

4 x 6 in. / 10 x 15 cm to 8.5 x 14 in. / 22 x 36 cm

### In the photo paper tray:

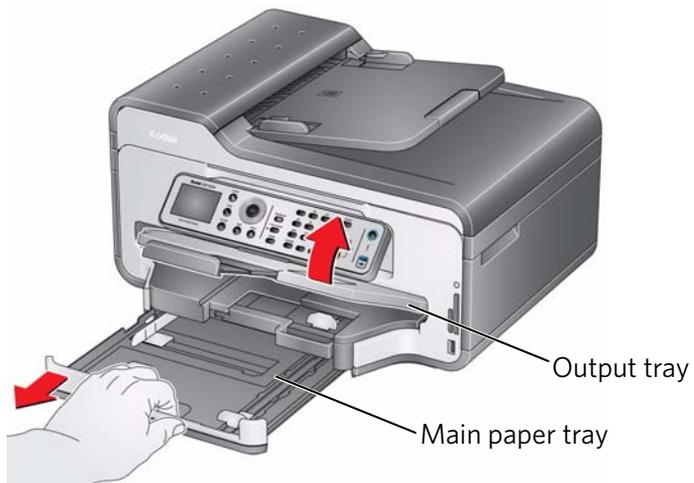
4 x 6 in. / 10 x 15 cm to 5 x 7 in. / 13 x 18 cm

## Loading plain paper

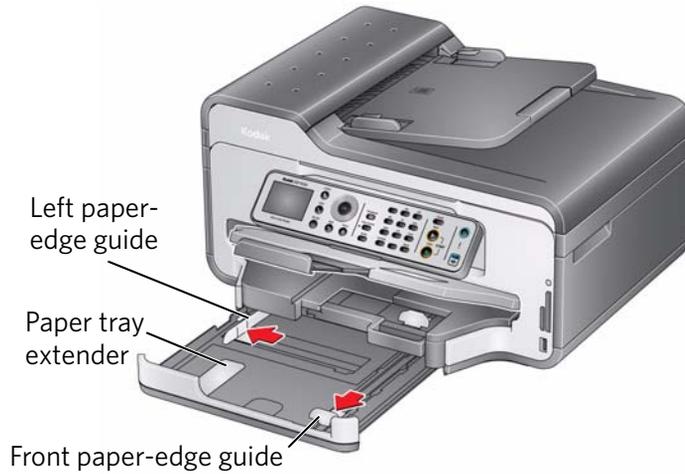
The main paper tray capacity is 100 sheets of plain paper.

To load plain paper:

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

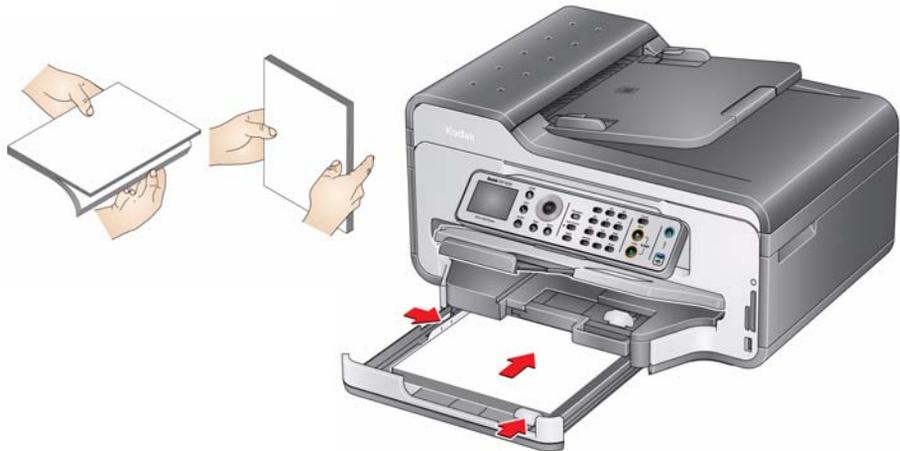


2. Make sure the left paper-edge guide is to the far left.
3. Move the front paper-edge guide forward.

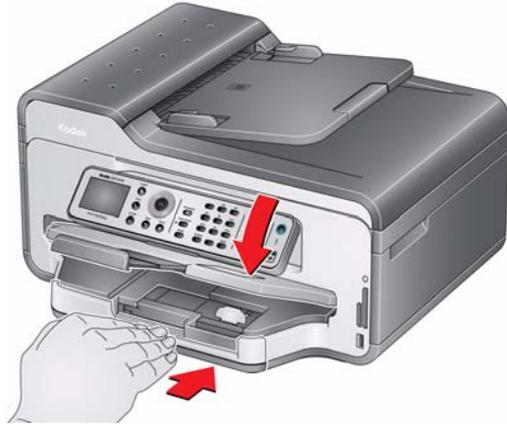


NOTE: For paper longer than 11 in. / 28 cm, press and pull out the paper tray extender.

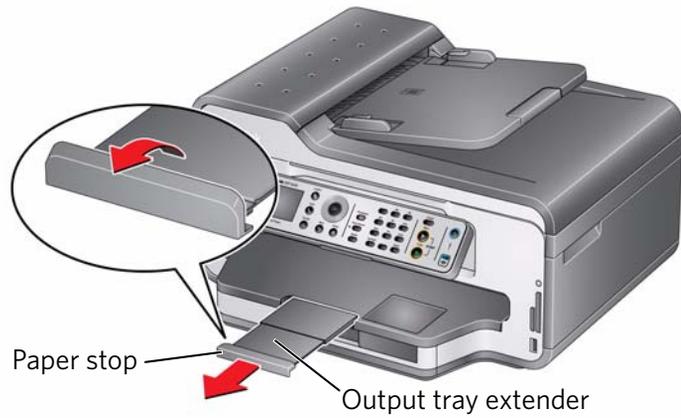
4. Fan and stack the paper, then insert it into the tray.
5. Move the paper forward until it stops.
6. Move both the left and front paper-edge guides until they touch the paper.



7. Push in the main 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.



## Loading photo paper

The photo paper tray capacity is 40 sheets of photo paper.

To load photo paper:

1. Raise the output tray, and pull out the photo paper tray.
2. Move the left paper-edge guide to the far left and the front paper-edge guide forward.
3. Fan and stack the photo paper, then insert it (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.*

4. Move the paper forward until it stops.
5. Move both the left and front paper-edge guides until they touch the paper.



6. Push in the photo tray, and lower the output tray.

# 2

## Basic Functions

This chapter describes how to print, copy, scan, and fax using the factory default settings on your printer.

NOTE: To reset your printer to the factory default settings:

1. Press **Home**.
2. Press ▼ to select **Printer Settings**, then press **OK**.
3. Press ▲ to select **Reset All Settings**, then press **OK**.
4. Press **OK** to reset the settings, then press **OK** to continue.

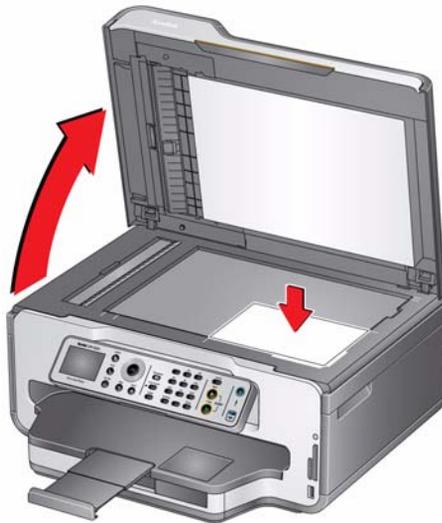
### Loading originals

You can place originals for copying, scanning, or faxing on the scanner glass or in the automatic document feeder (ADF). Originals placed in the ADF are fed into the printer automatically.

### 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 ADF

You can load up to 30 originals (20 to 24 lb / 75 to 90 gsm plain paper) in the automatic document feeder (ADF).

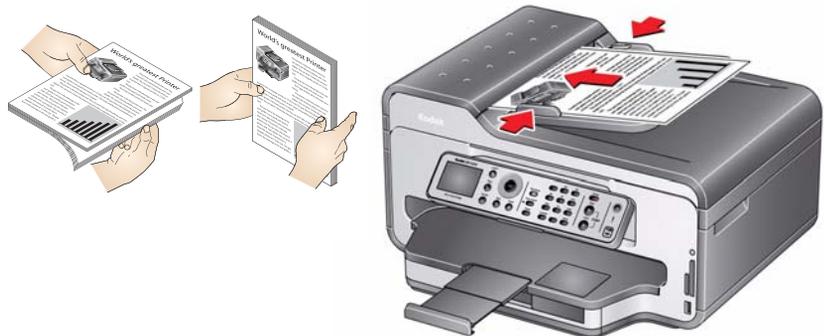
The ADF accepts originals from 6.9 x 9.8 in. / 18 x 25 cm to 8.5 x 14 in. / 22 x 36 cm.

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

1. Move the ADF paper-edge guides outward.



2. Fan and stack the originals, then insert them face up in the ADF.



3. Move the ADF paper-edge guides until they touch the paper.

## Printing

### Printing documents

Before printing, make sure that the printer is connected to your computer with a USB 2.0 cable, a wireless network, or via an Ethernet network/cable.

To print a document from your computer:

1. Open the document.
2. Select **File > Print**.
3. In the Print window, 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 pictures

You can print pictures with your all-in-one printer from:

- A memory card inserted into a memory card slot
- A storage device (such as a flash drive) or camera connected to the front USB port with a USB cable
- A BLUETOOTH Technology enabled device (with the optional KODAK Wireless 2.0 USB BLUETOOTH Adapter plugged into the front USB port)
- An iPhone / iPod Touch or BLACKBERRY Device (may not be available with all models). For information, go to [www.kodak.com/go/picflick](http://www.kodak.com/go/picflick).

You can also print pictures using Home Center Software from your computer with WINDOWS OS. Home Center Software lets you edit and enhance your pictures quickly.

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.

For more information, see the Extended User Guide at [www.kodak.com/go/esp9250support](http://www.kodak.com/go/esp9250support).

## Printing from a memory card or USB-connected device

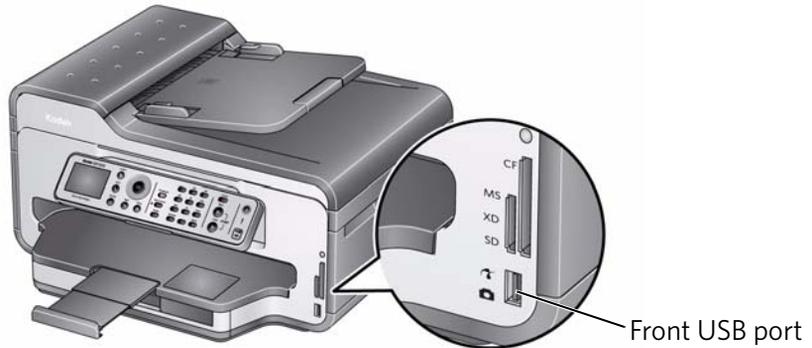
You can print pictures from the following cards or USB-connected devices:

MS/XD/SD Card slot	CF Card slot	Front USB port
<ul style="list-style-type: none"> <li>• MULTIMEDIA Card (MMC)</li> <li>• XD Picture Card</li> <li>• SECURE DIGITAL (SD) Card</li> <li>• SECURE DIGITAL High Capacity (SDHC) Card</li> <li>• Variations of the memory cards above that require an adapter (for example, MEMORY STICK Duo, miniSD, microSD, and T-Flash)</li> </ul>	<ul style="list-style-type: none"> <li>• COMPACTFLASH Card (Types I and II)</li> <li>• MICRODRIVE</li> </ul>	<ul style="list-style-type: none"> <li>• PICTBRIDGE Technology enabled camera</li> <li>• Flash drive</li> <li>• KODAK Wireless 2.0 USB BLUETOOTH® Adapter</li> </ul>

To print a picture from a memory card or USB-connected device:

1. Insert the memory card into the appropriate slot, or connect the digital camera or portable drive to the front USB port.

**IMPORTANT:** Use only one slot or port at a time.



2. Press ◀ or ▶ to select the picture you want to print.
3. Press **Start** to begin printing.

The printer prints a single 4 x 6 in. / 10 x 15 cm picture.

For more information about printing, see the Extended User Guide at [www.kodak.com/go/esp9250support](http://www.kodak.com/go/esp9250support).

### **Printing from a BLUETOOTH Technology enabled device**

You can print pictures from wireless devices, such as mobile phones, digital cameras, and Personal Digital Assistants (PDAs) using the optional KODAK Wireless 2.0 USB BLUETOOTH Adapter.

To print a picture from a BLUETOOTH Technology enabled device:

1. Insert the KODAK Wireless 2.0 USB BLUETOOTH Adapter into the front USB port.
2. "Pair" the printer and the device so they can communicate.

**NOTE:** You must "pair" from your device's interface. For instructions, see the user manual for your device.

3. Select the picture you want to print, then select **Send** to begin printing.

The printer prints a single 4 x 6 in. / 10 x 15 cm picture.

**NOTE:** See the user guide for your device for more information.

## Copying

To make a copy:

1. Place the original(s) in the automatic document feeder or on the scanner glass.
2. Press **Home**.
3. Press ▼ or ▲ to select **Copy Document** or **Copy Photo**.
4. Press **Start Black** to make a black-and-white copy, or press **Start Color** to make a color copy.

## Scanning

Before scanning from the control panel, set up the scan settings (file format, resolution, etc) from the Home Center Software (see the Extended User Guide at [www.kodak.com/go/esp9250support](http://www.kodak.com/go/esp9250support)), and make sure that the printer is connected to your computer with a USB 2.0 cable, a wireless network, or via an Ethernet network/cable.

To scan a document or picture:

1. Place the original(s) face up in the automatic document feeder or face down on the scanner glass.  
*IMPORTANT: Do not load photographs in the ADF.*
2. Press **Scan** for the Scan Options menu.
3. Press ▼ to select a scan option, then press ◀ or ▶ to change the setting.
4. Press **Start Black** to make a grayscale scan, or press **Start Color** to make a color scan.

For more detailed information about scanning and for information on scanning from a computer with MAC OS, see the Extended User Guide at [www.kodak.com/go/esp9250support](http://www.kodak.com/go/esp9250support).

## Faxing

Before sending or receiving faxes, make sure that a wall phone line is plugged into the **Line in** port on the back of the printer.

### Sending faxes

To send a fax:

1. Press **Fax**.
2. Enter a fax number using the numeric keypad.
3. Place the original(s) in the automatic document feeder or on the scanner glass.
4. Press **Start Black** to send a black-and-white fax, or press **Start Color** to send a color fax.

### Receiving faxes

To receive a fax:

1. Load plain paper into the printer.
2. Make sure the Auto Answer LED is on. (If not, press **Auto Answer** to turn it on.)

When the Auto Answer LED is on, the printer receives all incoming faxes automatically.

## Ordering supplies

You can order ink cartridges, paper, and accessories online.

To order supplies, make sure that your computer is connected to the Internet, then:

1. Open Home Center Software.
2. Select **Order Supplies**.
3. Select the item(s) you want to buy, then follow the on-screen instructions.

You can also go to [www.kodak.com/go/printingsupplies](http://www.kodak.com/go/printingsupplies) to order supplies.

# 3

# 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	<ul style="list-style-type: none"><li>▪ Make sure you are using the power cord that came with your printer.</li><li>▪ Make sure the power cord is connected to the AC adapter and is plugged into an outlet or power strip.</li></ul>
Printer not detected	<ul style="list-style-type: none"><li>▪ Make sure that your printer is plugged in and turned on, and that the on/off LED is glowing steadily.</li><li>▪ If you are using a USB cable, make sure that:<ul style="list-style-type: none"><li>- it is a USB 2.0 cable.</li><li>- it is connected to both your printer and your computer.</li><li>- you restart the computer if the USB cable was disconnected from the printer then reconnected, or if power to the printer was interrupted.</li></ul></li><li>▪ If you are using a wireless connection, make sure that:<ul style="list-style-type: none"><li>- the Wi-Fi connectivity LED is glowing steadily.</li><li>- the printer is connected to your wireless network (check the Wi-Fi connectivity LED and the SSID).</li><li>- the router is transmitting data.</li><li>- the firewall (excluding WINDOWS Firewall) is allowing the services needed for your printer.</li></ul></li></ul> <p>For more information, go to <a href="http://www.kodak.com/go/inkjetnetworking">www.kodak.com/go/inkjetnetworking</a>.</p>
Wireless connectivity	For wireless connectivity issues, go to <a href="http://www.kodak.com/go/inkjetnetworking">www.kodak.com/go/inkjetnetworking</a> .
Carriage jam	<ul style="list-style-type: none"><li>▪ Open the printer access door and clear any obstructions.</li><li>▪ 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.)</li></ul>
Print quality	<ul style="list-style-type: none"><li>▪ For best results, use KODAK Paper or a paper with the COLORLOK Technology logo on the package.</li><li>▪ Make sure the paper is loaded correctly (see <a href="#">page 4</a>).</li><li>▪ For more information, go to <a href="http://www.kodak.com/go/stepbystep">www.kodak.com/go/stepbystep</a>, select <b>All-in-one printer</b>, then <b>Print Quality (missing colors, blank prints, etc)</b>.</li></ul>

Problem	Possible Solutions
Ink cartridge	<ul style="list-style-type: none"> <li>Check that KODAK Ink Cartridge(s) are installed. Do not use non-Kodak brand or refilled ink cartridges.</li> <li>Remove, then install the cartridges again. Make sure the cartridges click into place.</li> </ul>
Paper jam	<ul style="list-style-type: none"> <li>Press down on the center latch, open the duplexer cover, and gently remove any paper from inside the duplexer; close the duplexer cover.</li> <li>Press the side detents on the duplexer, and remove the duplexer to access the cleanout area; remove any paper or debris, then replace the duplexer.</li> <li>Make sure the paper in the tray is free of tears or creases.</li> <li>Make sure you do not overload the paper tray.</li> </ul> <p>For more information, go to <a href="http://www.kodak.com/go/stepbystep">www.kodak.com/go/stepbystep</a>. Select <b>All-in-one printer</b>, then <b>Paper jam</b>.</p>
Error codes/messages	Go to <a href="http://www.kodak.com/go/esp9250support">www.kodak.com/go/esp9250support</a> , then type your error code or message.

## Getting help on the Web

For more troubleshooting information:

Get help with wireless networking.	<a href="http://www.kodak.com/go/inkjetnetworking">www.kodak.com/go/inkjetnetworking</a>
Use our Step-by-Step Solutions and Repair tool to troubleshoot common problems.	<a href="http://www.kodak.com/go/stepbystep">www.kodak.com/go/stepbystep</a>
Search our knowledge base of FAQs (Frequently Asked Questions).	<a href="http://www.kodak.com/go/esp9250support">www.kodak.com/go/esp9250support</a>
Download the latest firmware and software for optimal printer performance.	<a href="http://www.kodak.com/go/esp9250downloads">www.kodak.com/go/esp9250downloads</a>
Check the Extended User Guide for detailed instructions and the recommended system requirements	<a href="http://www.kodak.com/go/manuals">www.kodak.com/go/manuals</a>
Get help with problems you cannot resolve.	<p>Contact Kodak at <a href="http://www.kodak.com/go/contact">www.kodak.com/go/contact</a> and have the following information available:</p> <ul style="list-style-type: none"> <li>- Kodak Service Number (located inside the printer when you open the printer access door)</li> <li>- Printer model number (located on the control panel)</li> <li>- Computer model, operating system, and version of Home Center Software</li> </ul>

## 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 fires and or shock. Do not use the included power cord with any other equipment.
- If you do not use this product for a long period of time, unplug it from the electrical outlet.
- 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](http://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. If the liquid crystal solution gets into your eyes, flush your eyes immediately with water. If any discomfort or change in vision persists after washing, seek medical attention immediately.

## 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 your eyes immediately with water. If any discomfort or change in vision persists after washing, seek medical attention immediately.
- For Material Safety Data Sheet information on inks, go to [www.kodak.com/go/MSDS](http://www.kodak.com/go/MSDS).

## 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**

See [www.kodak.com/go/declarationofconformity](http://www.kodak.com/go/declarationofconformity).

# Kodak

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