

i2 Daily Maintenance Log



Serial Number: _____

Week of : _____

Task	Mon	Tue	Wed	Thu	Fri	Sat	Sun
i2 Daily Startup							
Turn on the i2 printer							
Confirm appropriate level of ink in bottles							
Confirm that waste ink bottle is empty							
Run the i2 program on the PC							
Circulate the white ink for 3 minutes, with ink clips shut							
Open & reposition ink clips, massage ink lines							
Run two printhead cleanings							
Put transparency sheet on platen & run Autoscan							
Print and evaluate a Nozzle Check							
<i>If any nozzle check pattern is less than 90% complete, run another printhead cleaning and nozzle check.</i>							
Operator Initials:							
i2 Daily Shutdown							
Flush the capping stations							
Empty the waste ink bottle							
Close the ink clips							
Clean up any ink under the capping stations							
Clean the wiper blade & capping station seals							
Fill the capping stations with Super Cleaner							
Clean the printhead mounting plate							
Wet cap the printer							
Exit the i2 software program							
Turn off the printer							
Shake white ink vigorously to mix the pigment							
Wipe down the printer's outer surfaces							
Operator Initials:							

Please write the date maintenance was completed. If no maintenance was performed, leave the space blank.

i2 Weekly Maintenance Log



Serial number: _____

January	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

February	Week 1	Week 2	Week 3	Week 4

March	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

April	Week 1	Week 2	Week 3	Week 4	Week 5

May	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

June	Week 1	Week 2	Week 3	Week 4	Week 5

July	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

August	Week 1	Week 2	Week 3	Week 4	Week 5

Sept	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

October	Week 1	Week 2	Week 3	Week 4	Week 5

Nov	Task	Week 1	Week 2	Week 3	Week 4	Week 5
	Clean Encoder Strip*					

Dec	Week 1	Week 2	Week 3	Week 4	Week 5

* Use only 70% Isopropyl Alcohol to clean the Encoder strip.

Note: The above frequencies are suggestions only. Actual maintenance requirements may vary based on usage of your machine. For assistance on determining an appropriate schedule, please contact Tech Support.

i2 Periodic Maintenance Log

Serial number: _____

Task	Frequency	January	February	March	April	May	June	July	August	September	October	November	December
Clean & lube the carriage rails	Monthly												
Clean spit tray & replace pad	Quarterly												
Replace dampers	6-9m												
Replace ink tubes	As needed												
Replace pump	As needed												
Replace printhead	As needed												

Please write the date maintenance was completed. If no maintenance was performed, leave the space blank.

Note: The above frequencies are suggestions only. Actual maintenance requirements may vary based on usage of your machine. For assistance on determining an appropriate schedule, please contact Tech Support.