brother®

TZ TAPE

AVERY®

AV LABELS

P-touch® 2600

USER'S GUIDE

- Read this User's Guide before you start using your P-touch.
- Keep this User's Guide in a handy place for future reference.

INTRODUCTION

Thank you for purchasing the P-touch 2600!

Your new P-touch will allow you to create labels and stamps for any need. Its versatility enables you to design custom labels by choosing from a variety of frame designs and from many character sizes and styles. TZ tapes in five different widths (1/4″ (6 mm), 3/8″ (9 mm), 1/2″ (12 mm), 3/4″ (18 mm) and 1″ (24 mm)) and a variety of colors allow you to print personalized labels, useful for color-coded labelling. In addition, three types of AV label cassettes can be used to create easy-to-peel-off, pre-sized address and filing labels (AV2067: 3/4″ × 2 5/8″ (20 mm × 67 mm) address labels, AV1957: 3/4″ × 2 1/4″ (19 mm × 57 mm) return address labels and AV1789: 5/8″ × 3 1/2″ (17 mm × 89 mm) file folder labels).

You no longer have to worry about urgent tasks that require professional printing. In the office, the factory, the lab and the home, the quality and performance of the P-touch 2600 makes it an extremely practical machine.

Finally, as you may want to occasionally refer to this User's Guide, we suggest that you keep it in a handy place.

Canadian Department of Communications Compliance Statement

This digital apparatus does not exceed the Class B limits for radio noise emissions from digital apparatus as set out in the interference-causing equipment standard entitled "Digital Apparatus", ICES-003 of the Department of Communications.

Switching the language of the messages between English and French

1. Erase all of the text in the display either with (BS) or by holding down (Code) and pressing (BS).
2. Hold down (Code) and press (F) to display the current language setting ("ENGLISH" or "FRANÇAIS").
3. Keep (Code) held down and press (F) again until the desired setting appears in the display, then release the keys.

   The default setting is English.
   Turning off the machine does not change the language setting.
   The language cannot be changed if some text remains in the display.

Use only the adaptor designed exclusively for this machine. See "GENERAL PRECAUTIONS" on page 3.

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Getting Started

GENERAL DESCRIPTION

TOP VIEW

Tape compartment cover

AC adapter connector

USB port

LCD display

Keyboard

BOTTOM VIEW

Tape exit slot

Battery compartment cover

KEYBOARD & LCD DISPLAY

Return key Cursor keys Power key
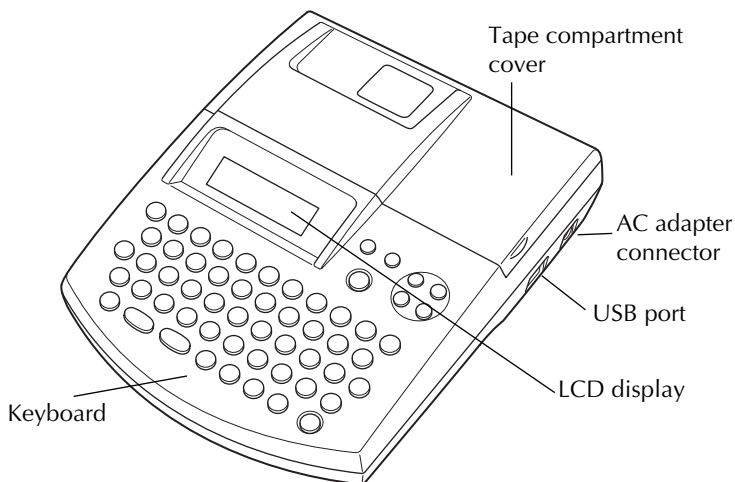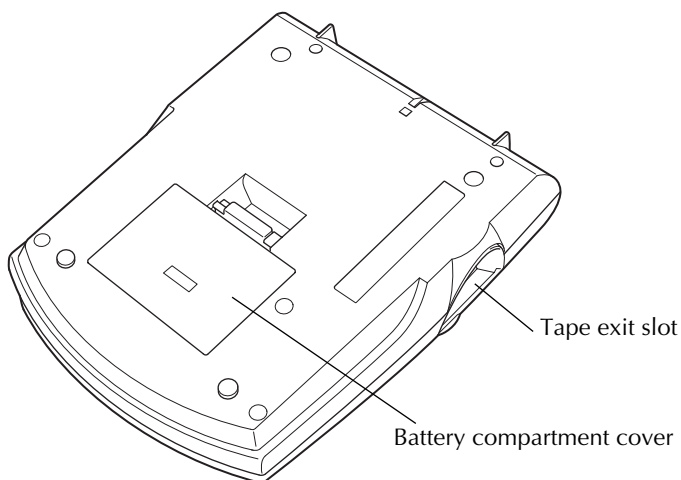
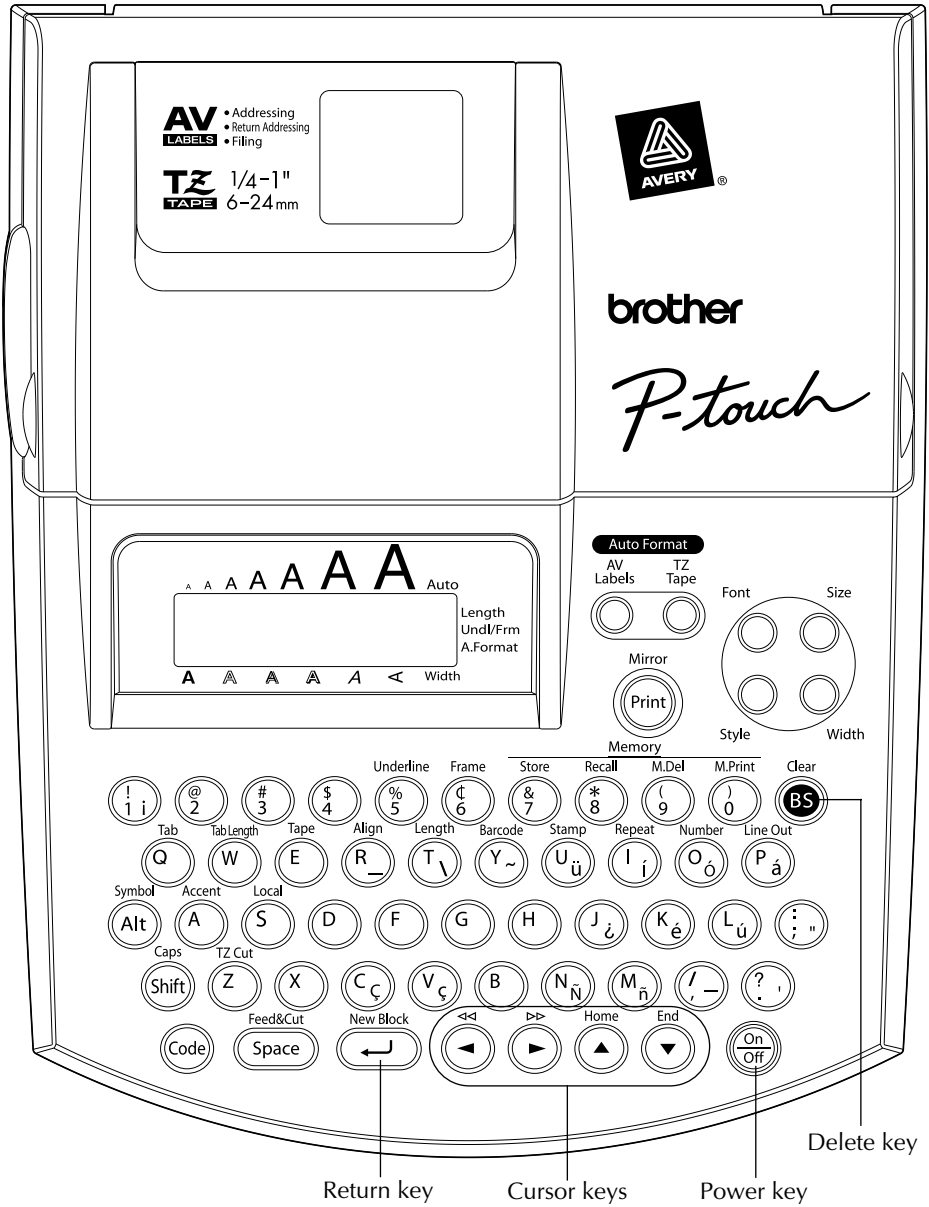Delete key

GENERAL PRECAUTIONS

- **To avoid injuries, do not touch the cutter's edge.**
- Use only Brother TZ tapes or Brother/Avery AV labels with this machine to avoid damage. Do not use tapes that do not have the ᵀᶻ or ᴬⱽ mark. Brother/Avery cannot be held responsible for trouble or damage by the use of unauthorized supplies.
- Do not pull on the tape being fed from the P-touch. This may damage the tape cassette.
- Do not use the machine in dusty places, and keep it out of both direct sunlight and rain.
- Do not expose the machine to high temperatures or high humidity. Never leave it on the dashboard or in the back of your car.
- Do not leave any rubber or vinyl on the machine for an extended period of time. Doing so may cause staining.
- Do not clean the machine with alcohol or other organic solvents. Use a soft, dry cloth only.
- Do not put any foreign objects into or anything on the machine.
- Use only the AC adapter (option: model AD-60) designed exclusively for this machine. Use of any other adapter may void the warranty.
- Do not try to disassemble the AC adapter.
- When the machine is not being used for a long period of time and it is not necessary to keep the text files stored in the memory, disconnect the AC adapter, and remove the batteries to prevent them from leaking and damaging the machine.
- When the AC adapter is connected, unplugging the adapter from the electrical outlet before unplugging it from the machine can delete all text files in the memory, even if batteries are installed.
- **Use eight AA alkaline batteries in this machine.**
- If the batteries are not installed with their positive and negative poles pointing in the correct direction, the batteries may leak, overheat or burst, or the print head may overheat.
- Use only the enclosed USB interface cable. Use of any other cable will void the warranty.
- Avery® is a registered trademark of AVERY DENNISON CORPORATION.
- IBM® and PC-DOS® are trademarks of International Business Machines, Inc.
- Microsoft® and Microsoft Windows® are registered trademarks of Microsoft Corp. in the US and other countries.
- Macintosh is a registered trademark of Apple Computer, Inc.
- All other software and product names mentioned are trademarks of registered trademarks of their respective companies.
- Portions of graphics filter software are based in part on the work of the Independent JPEG group.

BATTERIES

This portable machine can be used anywhere by installing eight (8) **AA alkaline batteries**. When you change the batteries, always replace all eight at the same time.

To change the batteries:

❶ Remove the battery compartment cover on the back of the machine.

❷ If batteries are already installed, remove them.

❸ Insert eight new AA alkaline batteries, making sure that their poles point in the correct direction.

❹ Attach the battery compartment cover.

☞ *Be sure to insert the new batteries within five minutes of removing the old ones, otherwise the text shown in the display and any text files stored in the memory will be lost (unless the machine is plugged into an AC outlet with the AC adapter).*

Remove the batteries and disconnect the AC adapter if you do not intend to use this machine for an extended period of time. When the power is disconnected, all text shown in the display and stored in the memory will be lost.

If the batteries are not installed with their positive and negative poles pointing in the correct direction, the batteries may leak, overheat or burst, or the print head may overheat.
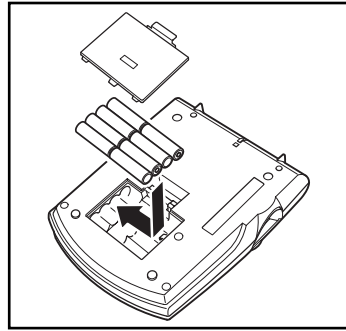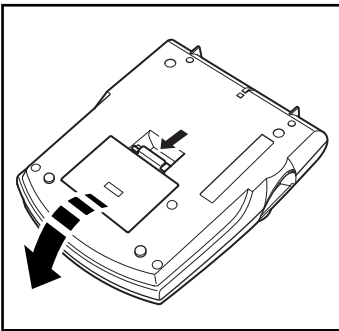
OPTIONAL AC ADAPTER

The AC adapter (model AD-60) allows you to use this machine wherever there is an electrical outlet.

To connect the optional AC adapter:

❶ Insert the plug on the adapter cord into the connector marked DC IN 9.5V on the right side of the machine.

❷ Insert the plug on the adapter into the nearest standard electrical outlet.

☞ *Only use the AC adapter designed exclusively for this machine.*

Remove the batteries and disconnect the AC adapter if you do not intend to use this machine for an extended period of time. When the power is disconnected, all text shown in the display and stored in the memory will be lost.

When the AC adapter is connected, unplugging the adapter from the electrical outlet before unplugging it from the machine can delete all text files in the memory, even if batteries are installed.
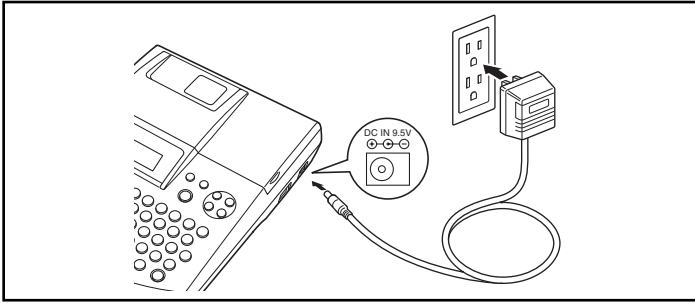
TAPE CASSETTE

TZ tape cassettes are available for this machine in a wide variety of types, colors and sizes, enabling you to make distinctive color-coded labels and stylized stamps. AV label cassettes are also available for expanded addressing and filing capabilities. This machine has been designed to allow you to change cassettes quickly and easily.

To change the tape cassette:

❶ Lift open the tape compartment cover. The installed cassette is also released.

❷ If a tape cassette is already installed, remove it by pulling it straight up.

❸ If the ink ribbon in the tape cassette to be installed is loose, use your finger to wind the toothed wheel in the direction of the arrow on the cassette until there is no slack in the ribbon. Also, make sure that the end of the tape feeds under the tape guides **(for TZ tape only)**.

☞ *For stamp and AV label cassettes, the tightening of the ink ribbon does not apply, since they are not equipped with ink ribbons.*

If you are using a new tape cassette provided with a stopper, be sure to remove the stopper.

❹ Insert the tape cassette firmly into the tape compartment, making sure that the entire back of the cassette touches the bottom of the compartment.

☞ *When inserting the tape cassette, make sure that the inner ribbon does not catch on the corner of the metal guide (for TZ tape only).*

❺ Close the compartment cover, and then turn on the machine, if it is off.

❻ Hold down (Code) and press (Space) once to advance the tape and remove any slack **(for TZ tape only)**.

☞ *Skip this step if an AV label cassette is being installed.*
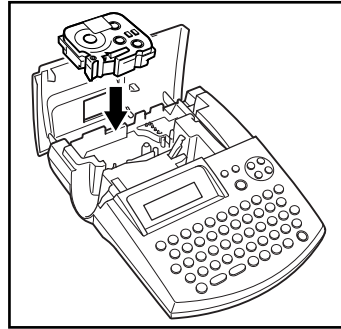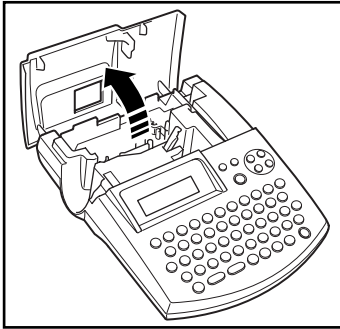
CONNECTING THE P-TOUCH TO A COMPUTER

This machine is equipped with a USB port, allowing you to connect the P-touch to your IBM PC-compatible or Macintosh computer, and print labels and stamps created using the P-touch Editor software.

☞ *The P-touch Editor software and the printer driver must be installed before the P-touch is connected to the computer or turned on. Follow the installation procedure on pages 7 through 40 to install the P-touch Editor software and the printer driver, and connect the P-touch to the computer when you are instructed to do so.*

Only use the enclosed USB interface cable to connect the PT-2600 to the computer.

To connect the P-touch to the computer:

❶ Insert the flat (A) connector on the USB cable into the USB port on the computer.

❷ Insert the square (B) connector on the USB cable into the USB port on the right side of the P-touch.

❸ Turn on the P-touch.

☞ *When making a USB connection through a hub, a proper connection may not be possible due to the type of hub used. If printing is not possible with a hub connection, try connecting the PT-2600 directly to the computer using the USB interface cable.*

USB interface cable

USB port
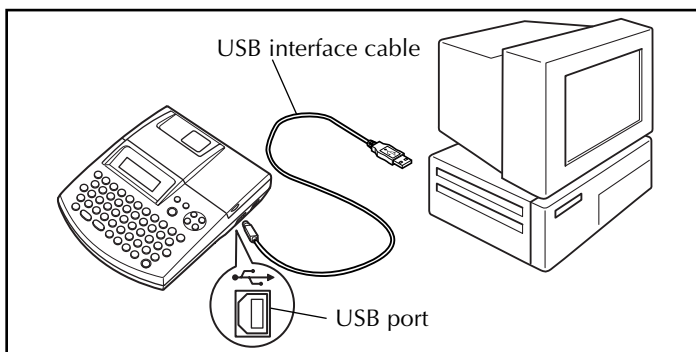
INSTALLING THE SOFTWARE AND PRINTER DRIVER

In order to provide even more illustration and layout features to the label-making possibilities available with your P-touch 2600/2610, two applications are available on the enclosed CD-ROM: P-touch Editor 3.2 and P-touch Quick Editor. With either application, the printer driver must also be installed in order to print labels from the P-touch 2600/2610.

On an IBM PC-Compatible Computer

BEFORE INSTALLATION

Check that your system configuration meets the following requirements.

Computer: IBM PC or compatible

Operating system: Pre-installed with Microsoft® Windows® 98, 98 SE, Me, 2000 Professional or XP

☞ *For installation on Windows® 2000, administrator privileges are required. In addition, printing requires power user or administrator privileges. This software cannot be operated in Users groups. In addition, this software is not compatible with the Windows® 2000 Server operating system.*

With Windows® XP, printing and installation is only possible from an account with administrator privileges. These operations cannot be performed from an account with limited privileges.

Hard disk free space: At least 20 MB (100 MB to install full option)

☞ *Up to 100 MB of hard disk free space may be needed when printing long labels or large amounts of data.*

Memory: At least 64 MB
Monitor: VGA or higher graphics card
USB port
CD-ROM drive

INSTALLING THE P-TOUCH EDITOR 3.2 SOFTWARE

The P-touch Editor 3.2 software includes a variety of more complex functions for printing barcodes and images, enabling you to design just about any label that you can image. Install the P-touch Editor 3.2 software onto a PC as described below.

☞ *Do not connect the P-touch 2600/2610 to the computer before installing the software, otherwise it may not be installed correctly. Be sure to connect the P-touch 2600/2610 only when you are instructed to do so.*

❶ Insert the enclosed CD-ROM into the computer's CD-ROM drive. A dialog box automatically appears, allowing you to select the language.

☞ *If the dialog box does not automatically appear, double-click "My Computer" on the desktop, and then double-click the CD-ROM drive containing the CD-ROM. (For Windows® XP, click "My Computer" in the Start menu, and then double-click the CD-ROM drive containing the CD-ROM.) Next, double-click "Setup.exe" to display the dialog box.*

❷ Select the language for the Windows® operating system that you are using, and then click the OK button. A dialogue box appears, allowing you to select what to install.

❸ Click the upper button (P-touch Editor). The InstallShield® Wizard for installing the P-touch Editor software starts up, and then the Welcome dialog box appears.

☞ *To install just the printer driver, click the lower button (Driver). The first Driver Setup dialog box appears, informing you that the PT-2600/2610 printer driver will be installed. Continue with the procedure in* INSTALLING THE PRINTER DRIVER *on page 13.*
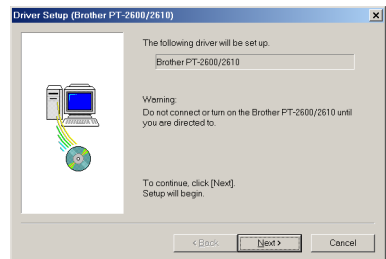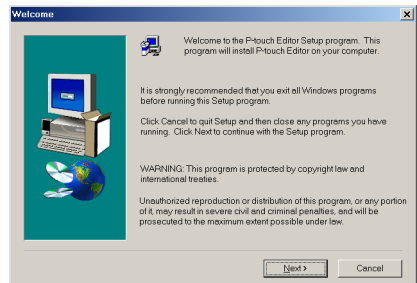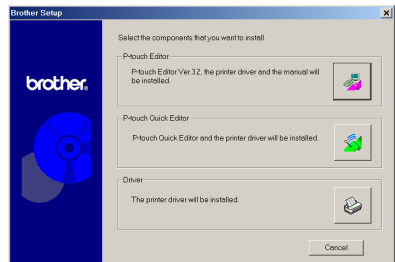
To install the P-touch Quick Editor software, click the middle button (P-touch Quick Editor). Continue with the procedure in INSTALLING THE P-TOUCH QUICK EDITOR SOFTWARE *on page 11.*

❹ Carefully read the contents of the Welcome dialog box, and then click the Next button to continue. The User Information dialog box appears.

❺ Type the necessary information into the appropriate boxes (If the information has already been registered in Windows®, it will automatically appear.), and then click the Next button. A dialog box appears, asking for confirmation of the entered information.

❻ Click the Yes button to register the entered information.

☞ *To change the registration information, click the No button, and then return to step* ❺ *.*
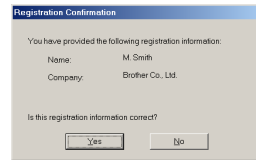
The Setup Type dialog box appears.
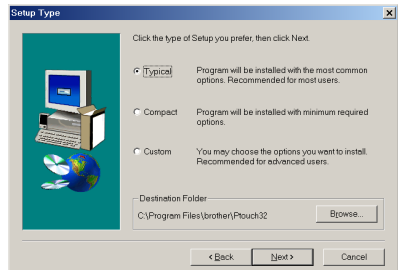
❼ Select the installation method, and then click the Next button.

•For a Typical or Compact installation

Selecting "Typical" or "Compact", then clicking the Next button immediately starts installation.

Typical: All of the basic options (P-touch Editor 3.2, Clip art, Auto Format templates, Help and fonts) are installed.

Compact: Only P-touch Editor 3.2 is installed.
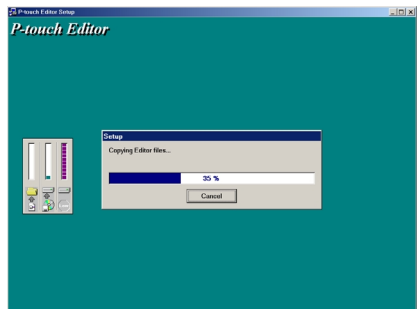
• **For a Custom installation**

Selecting "Custom", then clicking the Next button displays a dialog box that allows you to select which options to install. Only the options with a check mark beside them will be installed. In addition to the basic options listed for a Typical installation, the User's Guide can also be installed.

1) Select which options to install.

Editor: P-touch Editor 3.2 software

Clip Art: Illustrations for the P-touch Editor 3.2 Clip Art function

Fonts

Auto Format Templates: Templates for the Auto Format function

Help: Help files for P-touch Editor 3.2

User's Guide: HTML User's Guide for the P-touch Editor 3.2 (The User's Guide can also be viewed from the CD-ROM.)

If the Change button can be clicked while an option is selected, sub-components can be selected. Click the Change button to display the Select Sub-components dialog box, and then select the sub-components that you wish to install by putting a check mark beside them. If certain options or sub-components are not installed, some P-touch Editor functions may not be available. After selecting the desired sub-components, click the Continue button.
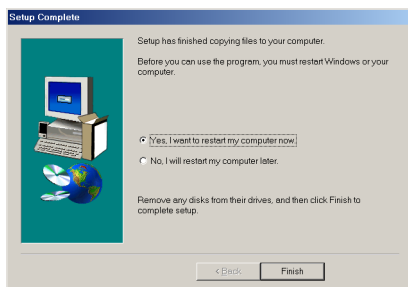
2) Click the Next button to begin installation.

❽ After P-touch Editor is installed, a dialog box appears, allowing you to select whether or not to install the printer driver.

To install the printer driver, click the Yes button. The first Driver Setup dialog box appears, informing you that the PT-2600/2610 printer driver will be installed.

Continue with the procedure in *INSTALLING THE PRINTER DRIVER* on page 13.

☞ *If the printer driver is already installed, click the No button. A dialog box appears explaining that installation is finished. Select "Yes, I want to restart my computer now.", click the Finish button to restart the computer, and then remove the CD-ROM from the CD-ROM drive.*


INSTALLING THE P-TOUCH QUICK EDITOR SOFTWARE

The P-touch Quick Editor software provides quick access to the more simple label-designing features for easy text input and instant printing of labels. Install the P-touch Quick Editor software onto a PC as described below.

☞ *Do not connect the P-touch 2600/2610 to the computer before installing the software, otherwise it may not be installed correctly. Be sure to connect the P-touch 2600/2610 only when you are instructed to do so.*

➊ Insert the enclosed CD-ROM into the computer's CD-ROM drive. A dialog box automatically appears, allowing you to select what to install.

☞ *If the dialog box does not automatically appear, double-click "My Computer" on the desktop, and then double-click the CD-ROM drive containing the CD-ROM. (For Windows® XP, click "My Computer" in the Start menu, and then double-click the CD-ROM drive containing the CD-ROM.) Next, double-click "Setup.exe" to display the dialog box.*

➋ Click the middle button (P-touch Quick Editor). The InstallShield® Wizard for installing the P-touch Quick Editor software starts up, and then the Welcome dialog box appears.
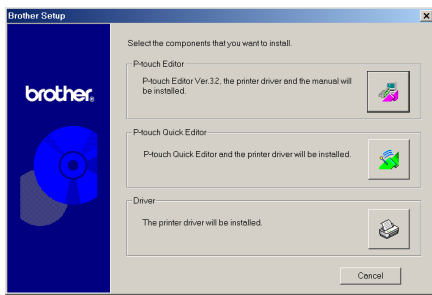
☞ *To install just the printer driver, click the lower button (Driver). The first Driver Setup dialog box appears, informing you that the PT-2600/2610 printer driver will be installed. Continue with the procedure in* INSTALLING THE PRINTER DRIVER *on page 13.*

To install the P-touch Editor 3.2 software, click the upper button (P-touch Editor). Continue with the procedure in INSTALLING THE P-TOUCH EDITOR 3.2 SOFTWARE *on page 7.*

❸ Carefully read the contents of the Welcome dialog box, and then click the Next button to continue. The User Information dialog box appears.

❹ Type the necessary information into the appropriate boxes (If the information has already been registered in Windows®, it will automatically appear.), and then click the Next button. A dialog box appears, asking for confirmation of the entered information.

❺ Click the Yes button to register the entered information.
   ☞ *To change the registration information, click the No button, and then return to step* ❹*.*
   The Choose Destination Location dialog box appears.

12
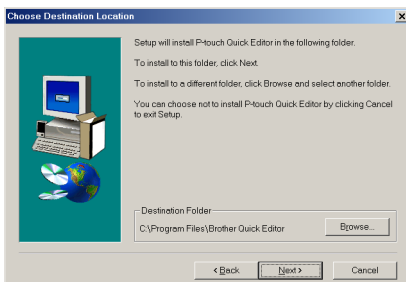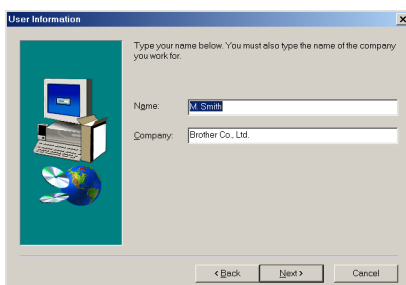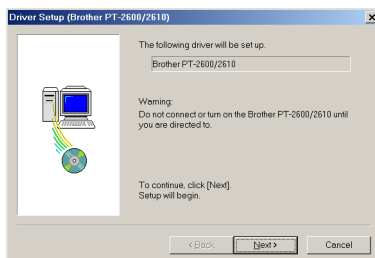
❻ Click the Next button to begin installation.

☞ *To change the location where P-touch Quick Editor will be installed, click the Browse button, and then select the installation folder in the Choose Folder dialog box that appears. Then, click the OK button.*

After P-touch Quick Editor is installed, a dialog box appears, allowing you to select where shortcuts to P-touch Quick Editor will be added.

❼ Select the desired locations for the shortcuts, and then click the Next button. A dialog box appears, allowing you to select whether or not to install the printer driver.

To install the printer driver, click the Yes button. The first Driver Setup dialog box appears, informing you that the PT-2600/2610 printer driver will be installed.

Continue with the procedure in *INSTALLING THE PRINTER DRIVER* on page 13.

☞ *If the printer driver is already installed, click the No button. A dialog box appears explaining that installation is finished. Select "Yes, I want to restart my computer now.", click the Finish button to restart the computer, and then remove the CD-ROM from the CD-ROM drive.*
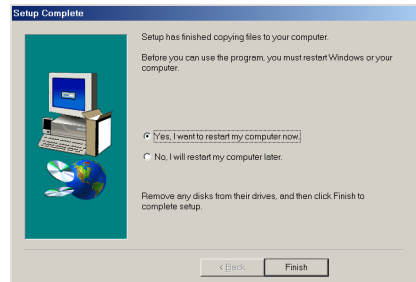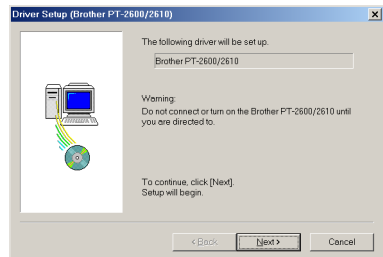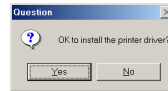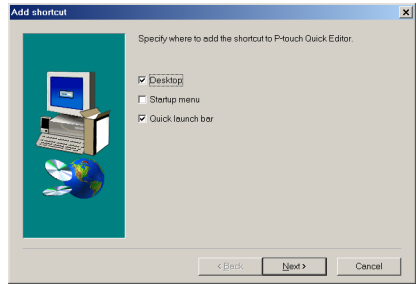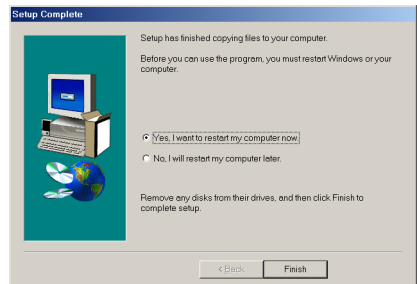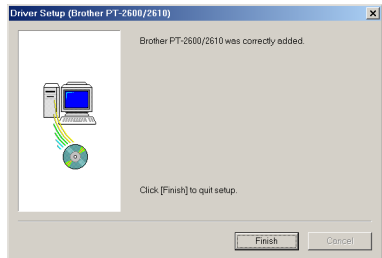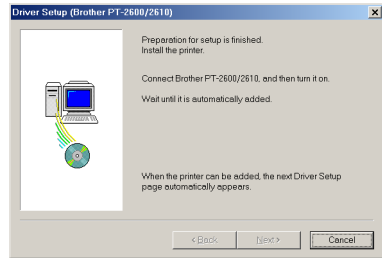
INSTALLING THE PRINTER DRIVER

With Plug-and-Play, new devices connected to the system are detected, and their drivers are automatically installed. If the P-touch 2600/2610 is to be connected through the USB port, its driver will be installed with Plug-and-Play. Be sure to read the installation instructions described below before installing the printer driver supplied on the CD-ROM.

☞ *Do not connect the P-touch 2600/2610 to the computer until you are instructed to do so, otherwise the PT-2600/2610 printer driver may not be installed correctly.*
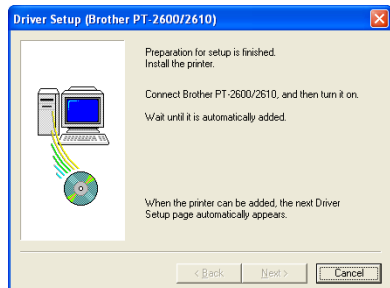
With Windows® 98, 98 SE, Me or 2000:

❶ In the dialog box that appears, informing you that the PT-2600/2610 printer driver will be installed, click the Next button. A dialog box appears, instructing you to connect the P-touch 2600/2610 to the computer.

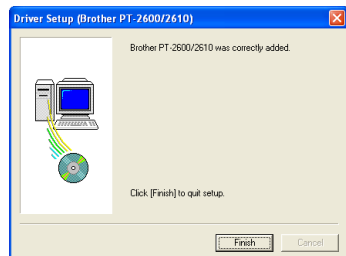❷ Connect the P-touch 2600/2610 to the computer using the enclosed USB interface cable as described on page 6, and then turn on the P-touch 2600/2610. A dialog box appears, indicating that the printer driver has been installed.

❸ Click the Finish button. A dialog box appears, indicating that the installation is finished.

❹ Select "Yes, I want to restart my computer now.", click the Finish button to restart the computer, and then remove the CD-ROM from the computer.

With Windows® XP:

❶ In the dialog box that appears, informing you that the PT-2600/2610 printer driver will be installed, click the Next button. A dialog box appears, instructing you to connect the P-touch 2600/2610 to the computer.

❷ Connect the P-touch 2600/2610 to the computer using the enclosed USB interface cable as described on page 6, and then turn on the P-touch 2600/2610. The first Found New Hardware Wizard dialog box appears.

❸ Select "Install the software automatically (Recommended)", and then click the Next button. A dialog box appears, warning that the software has not passed Windows Logo testing.


❹ Click the Continue Anyway button to continue with the installation. A Found New Hardware Wizard dialog box appears, indicating that the Found New Hardware Wizard has finished installing the software for the PT-2600/2610.

❺ Click the Finish button. A Driver Setup dialog box appears, indicating that the printer driver has been installed.

➏ Click the Finish button. A dialog box appears, indicating that the installation is finished.

➐ Select "Yes, I want to restart my computer now." (or "Yes, restart immediately" if the printer driver was installed separately), click the Finish button to restart the computer, and then remove the CD-ROM from the computer.
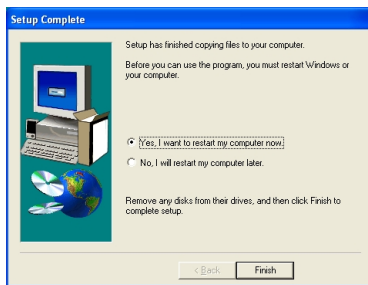
REPLACING OR ADDING THE PRINTER DRIVER

➊ Turn off the P-touch 2600/2610, and then disconnect it from the computer.

➋ Insert the enclosed CD-ROM into the computer's CD-ROM drive. A dialog box automatically appears, allowing you to select what to install.

☞ *If the dialog box does not automatically appear, double-click "My Computer" on the desktop, and then double-click the CD-ROM drive containing the CD-ROM. (For Windows® XP, click "My Computer" in the Start menu, and then double-click the CD-ROM drive containing the CD-ROM.)*
Next, double-click "Setup.exe" to display the dialog box.

➌ Click the lower button (Driver). A Driver Setup dialog box appears, allowing you to select whether to replace, add or delete the PT-2600/2610 printer driver.

➍ Select either "Replace with new Brother PT-2600/2610." or "Add Brother PT-2600/2610.", and then click the Next button.
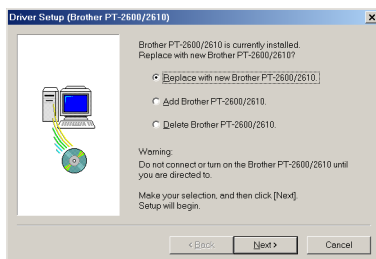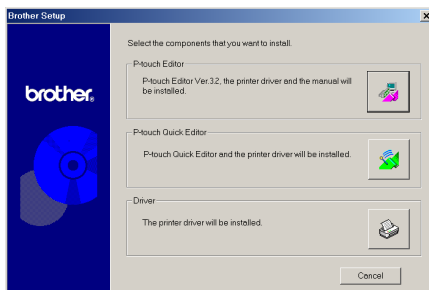
☞ *If "Replace with new Brother PT-2600/2610" is selected, the previously installed printer driver is deleted, and replaced with a new one. Select this option when upgrading the printer driver, or when running Windows 2000 or XP and changing to a P-touch 2600/2610 with a different serial number.*

If "Add Brother PT-2600/2610" is selected, a new printer driver is added. With a USB connection on Windows® 98 or Me, only a port is added without adding it as a new printer. Select this option when connecting and using multiple P-touch 2600/2610s with the same computer.

To delete the printer driver, follow with the procedure in UNINSTALLING THE PRINTER DRIVER *on page 38.*

With Windows® 98, 98 SE, Me or 2000:

❺ A dialog box appears, instructing you to connect the P-touch 2600/2610 to the computer.
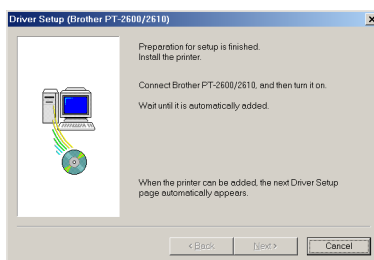
❻ Connect the P-touch 2600/2610 to the computer using a USB interface cable as described on page 6, and then turn on the P-touch 2600/2610. A dialog box appears, indicating that the printer driver has been installed.

❼ Click the Finish button.

☞ *If a dialog box appears, explaining that the computer should be restarted, select the option for restarting the computer, and then click the Finish button.*

With Windows® XP:

❺ A dialog box appears, instructing you to connect the P-touch 2600/2610 to the computer.

❻ Connect the P-touch 2600/2610 to the computer using the enclosed USB interface cable as described on page 6, and then turn on the P-touch 2600/2610. The first Found New Hardware Wizard dialog box appears.

❼ Select "Install the software automatically (Recommended)", and then click the Next button. A dialog box appears, warning that the software has not passed Windows Logo testing.

❽ Click the Continue Anyway button to continue with the installation. A Found New Hardware Wizard dialog box appears, indicating that the Found New Hardware Wizard has finished installing the software for the PT-2600/2610.

❾ Click the Finish button. A Driver Setup dialog box appears, indicating that the printer driver has been installed.

❿ Select "Yes, restart immediately.", click the Finish button to restart the computer, and then remove the CD-ROM from the computer.
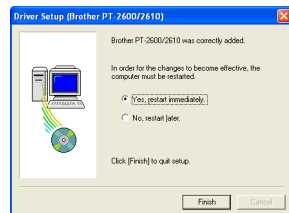
On a Macintosh Computer

The Mac version of the software is for a Macintosh with an English operating system. If the software is installed on a Macintosh with an operating system in a different language, the software may not run properly.

BEFORE INSTALLATION

Check that your system configuration meets the following requirements.

Computer: Macintosh with a Power PC processor

Operating system: Mac OS 8.6 or later or OS X 10.1 or later

Hard disk free space: At least 20 MB (100 MB to install full option)

☞ *Up to 100 MB of hard disk free space may be needed when printing long labels or large amounts of data.*

Memory: At least 32 MB of available RAM

USB port (installed as standard equipment)

CD-ROM drive

* The application is supplied on a CD-ROM; therefore, the computer should be equipped with a CD-ROM drive.

INSTALLING THE P-TOUCH EDITOR 3.2 SOFTWARE

The P-touch Editor 3.2 software includes a variety of more complex functions for printing barcodes and images, enabling you to design just about any label that you can image. Install the P-touch Editor 3.2 software onto a Macintosh as described below.

With a Mac OS before OS X:

❶ With the P-touch 2600/2610 and the Macintosh turned off, connect the P-touch to the computer using the enclosed USB interface cable as described on page 6. Be sure to leave the P-touch turned off.

❷ Turn on the Macintosh.

❸ Insert the enclosed CD-ROM into the computer's CD-ROM drive.
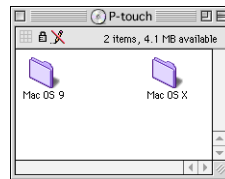
❹ Double-click the Mac OS 9 folder to open it.

❺ Double-click the P-touch Editor 3.2 folder to open it.

❻ Double-click the P-touch Editor 3.2 Installer icon in the folder that appears. The installer starts up.

❼ Select the installation method.

•**For a basic installation**

Clicking the Install button immediately starts installing the all options.

☞ *About 20 MB of available hard-disk space is needed to begin installation. In order to install all options, about 100 MB of available hard-disk space is needed. If enough hard-disk space is available, click the Install button.*

•**For a custom installation**

Clicking the Custom Install button displays a dialog box that allows you to select which options to install.

Only the options with a check mark beside them are installed. Select the options that you wish to install, and then click the Install button.

☞ *In order to print from the P-touch 2600/2610, "PT-2600/2610 Driver" must be selected for installation.*

If certain options are not installed, some P-touch Editor functions may not be available.
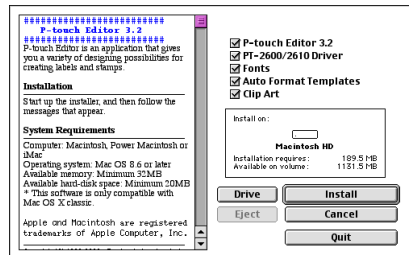
❽ When the dialog box appears, indicating that the installation is finished, click the Quit button.

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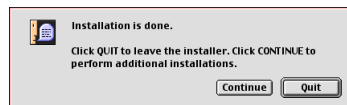
❾ When the dialog box appears, asking if you wish to restart the computer, click the Restart button to restart the computer.

With Mac OS X 10.1 or later:

❶ With the P-touch 2600/2610 and the Macintosh turned off, connect the P-touch to the computer using the enclosed USB interface cable as described on page 6. Be sure to leave the P-touch turned off.

❷ Turn on the Macintosh.

❸ Insert the enclosed CD-ROM into the computer's CD-ROM drive.
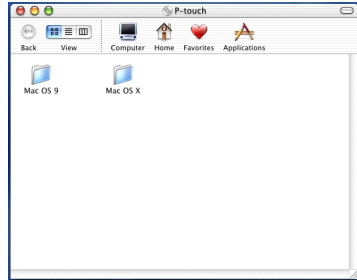
❹ Double-click the Mac OS X folder to open it.

❺ Double-click the P-touch Editor 3.2 folder to open it.

❻ Double-click the P-touch Editor 3.2 Installer icon in the folder that appears. The installer starts up, and then the Introduction dialog box appears.
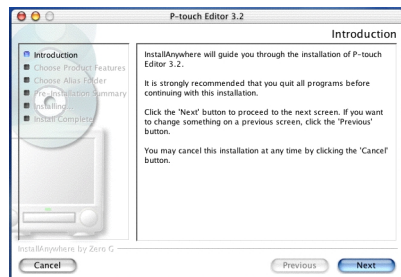
❼ Click the Next button. The Choose Product Components dialog box appears.

❽ Select the installation method.

•**For a typical installation**

Click the Next button to immediately start installing all options.

☞ *About 20 MB of available hard-disk space is needed to begin installation. In order to install all options, about 100 MB of available hard-disk space is needed.*

•**For a minimal installation**

Select "Minimal" from the Feature Set list, and then click the Next button to start installing just the P-touch Editor 3.2 application.

☞ *If certain options (such as the Auto Format Templates and the Clip Art) are not installed, some P-touch Editor functions may not be available.*

•**For a custom installation**

Select "Custom" from the Feature Set list to display the list of options that can be selected for installation.

Only the options with a check mark beside them are installed. Select the options that you wish to install, and then click the Next button.

The Choose Alias Folder dialog box appears, allowing you to select where an alias to P-touch Editor 3.2 will be added.
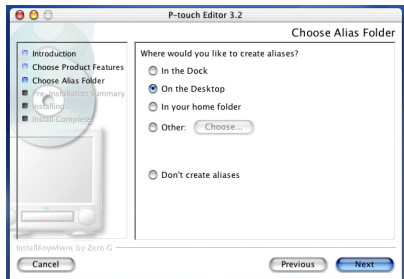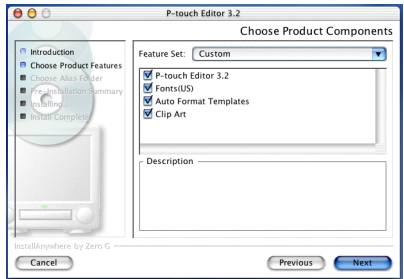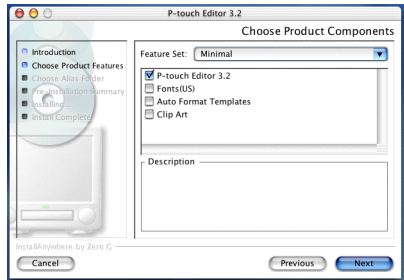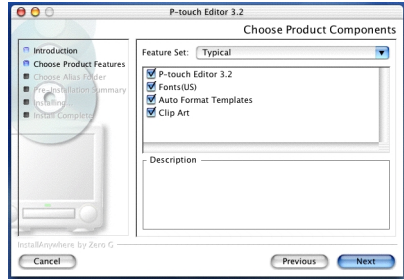
⑨ Select the desired location for the alias, and then click the Next button. A dialog box appears, allowing you to check the installation.

⑩ Check that the installation will be performed as desired, and then click the Install button. After P-touch Editor is installed, a dialog box appears, indicating that the installation is finished.

⑪ Click the Done button, and then restart the computer.
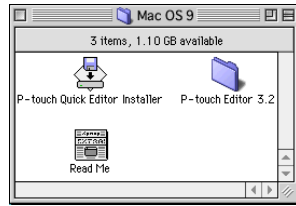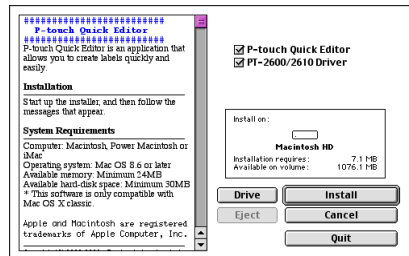
INSTALLING THE P-TOUCH QUICK EDITOR SOFTWARE

The P-touch Quick Editor software provides quick access to the more simple label-designing features for easy text input and instant printing of labels. Install the P-touch Quick Editor software onto a Macintosh as described below.

With a Mac OS before OS X:

❶ With the P-touch 2600/2610 and the Macintosh turned off, connect the P-touch to the computer using the enclosed USB interface cable as described on page 6. Be sure to leave the P-touch turned off.

❷ Turn on the Macintosh.

❸ Insert the enclosed CD-ROM into the computer's CD-ROM drive.

❹ Double-click the Mac OS 9 folder to open it.

❺ Double-click the P-touch Quick Editor Installer icon in the folder that appears. The installer starts up.

❻ Select the installation method.

•**For a basic installation**

Clicking the Install button immediately starts installing the most basic options.

☞ *About 20 MB of available hard-disk space is needed to begin installation. If enough hard-disk space is available, click the Install button.*
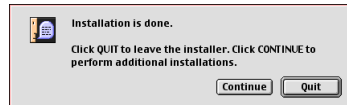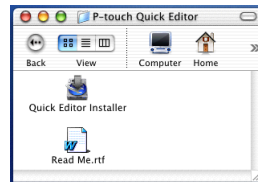
•**For a custom installation**

Clicking the Custom Install button displays a dialog box that allows you to select which options to install.

Only the options with a check mark beside them are installed. Select the options that you wish to install, and then click the Install button.

☞ *In order to print from the P-touch 2600/2610, "PT-2600/2610 Driver" must be selected for installation.*

❼ When the dialog box appears, indicating that the installation is finished, click the Quit button.

❽ When the dialog box appears, asking if you wish to restart the computer, click the Restart button to restart the computer.

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With Mac OS X 10.1 or later:

❶ With the P-touch 2600/2610 and the Macintosh turned off, connect the P-touch to the computer using the enclosed USB interface cable as described on page 6. Be sure to leave the P-touch turned off.

❷ Turn on the Macintosh.

❸ Insert the enclosed CD-ROM into the computer's CD-ROM drive.

❹ Double-click the Mac OS X folder to open it.

❺ Double-click the P-touch Quick Editor folder to open it.

❻ Double-click the Quick Editor Installer icon in the folder that appears. The installer starts up, and then the Introduction dialog box appears.
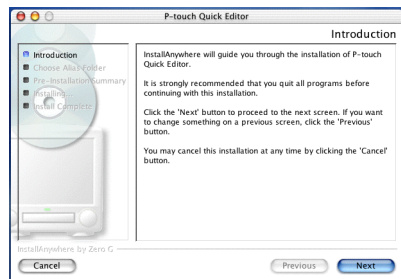
❼ Click the Next button. The Choose Alias Folder dialog box appears, allowing you to select where an alias to P-touch Quick Editor will be added.
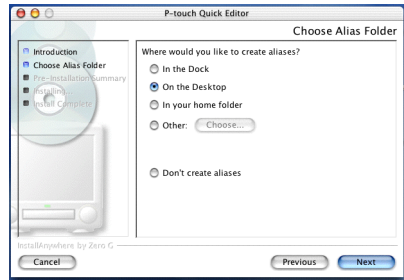
❽ Select the desired location for the alias, and then click the Next button. A dialog box appears, allowing you to check the installation.
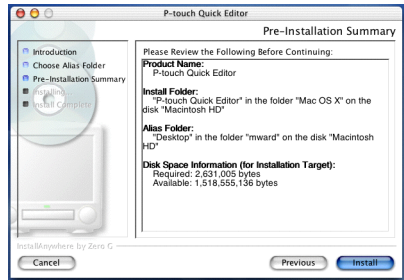
❾ Check that the installation will be performed as desired, and then click the Install button. After P-touch Quick Editor is installed, a dialog box appears, indicating that the installation is finished.

❿ Click the Done button, and then restart the computer.
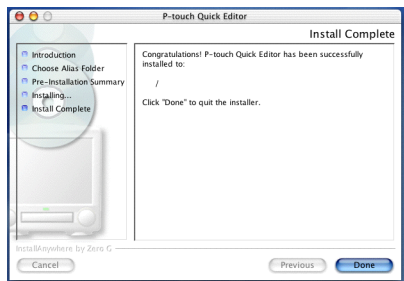
INSTALLING THE PT-2600/2610 PRINTER DRIVER (MAC OS X 10.1 OR LATER)

❶ With the P-touch 2600/2610 and the Macintosh turned off, connect the P-touch to the computer using the enclosed USB interface cable as described on page 6. Be sure to leave the P-touch turned off.

❷ Turn on the Macintosh.

❸ Insert the enclosed CD-ROM into the computer's CD-ROM drive.
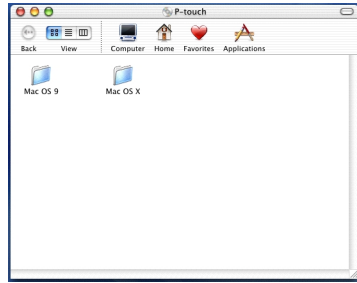
❹ Double-click the Mac OS X folder to open it.

❺ Double-click the Driver Installer icon in the folder that appears. The installer starts up, and then the Introduction dialog box appears.
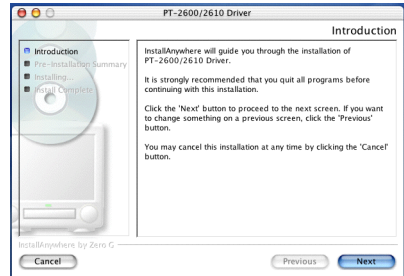
❻ Click the Next button. A dialog box appears, allowing you to check the installation.
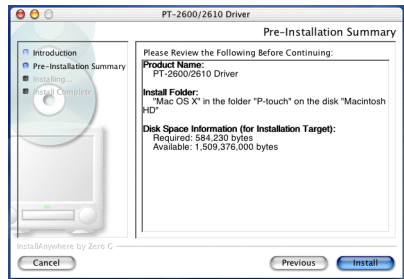
❼ Check that the installation will be performed as desired, and then click the Install button. After P-touch Quick Editor is installed, a dialog box appears, indicating that the installation is finished.

❽ Click the Done button, and then restart the computer.
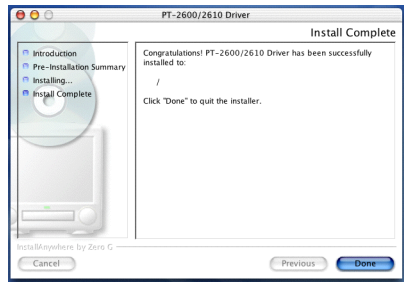
SELECTING THE PT-2600/2610 AS THE PRINTER

With a Mac OS before OS X:

❶ Turn on the P-touch 2600/2610.

❷ Pull down the Apple menu and select "Chooser" to display the Chooser window.

❸ In the list on the left, click the PT-2600/2610 icon. Then, select the appropriate printer from the list on the right.

❹ Close the Chooser window to confirm your settings.
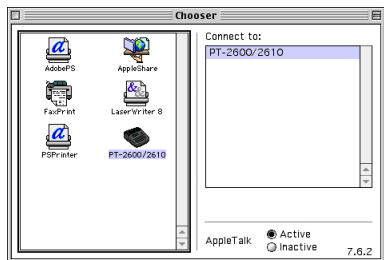
With Mac OS X 10.1 or later:

❶ Turn on the P-touch 2600/2610.

❷ Double-click the Applications folder on the Macintosh HD to open it.

❸ Double-click the Utilities folder to open it.

❹ Double-click "Print Center" to start it up.

☞ *If no printers have been added, a message appears, allowing you to add to your list of printers. Click the Add button.*

❺ Click the Add Printer button. A list of detected USB printers appears.

❻ Select "PT-2600/2610" from the USB list, and then click the Add button. The PT-2600 appears in the Printer List.

❼ Quit Print Center.
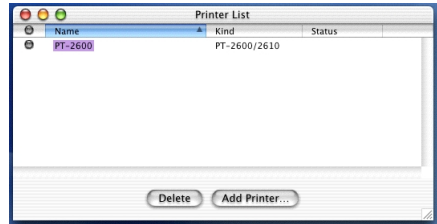
READING THE USER'S GUIDE

The P-touch Editor User's Guide can be viewed either by inserting the CD-ROM into the drive each time you wish to refer to it or by installing it onto your computer so that it is quickly available at any time. Since the User's Guide is an HTML document, a browser is needed to read it.

On an IBM PC-Compatible Computer

• From the CD-ROM:
   ❶ Start up Windows Explorer.
   ❷ Select the CD-ROM drive.
   ❸ Double-click the Ptouch folder
   ❹ Double-click the Manual folder
   ❺ Double-click "Main.htm".
• With the Start button:
   ❶ Click the Start button in the taskbar to display the Start menu.
   ❷ Point to "Programs".
   ❸ Point to "P-touch Editor 3.2".
   ❹ Click "The User's Guide P-touch Editor 3.2".

On a Macintosh Computer

• From the CD-ROM:
   ● Double-click "Main.htm" in the User's Guide folder within the P-touch Editor 3.2 folder on the CD-ROM.
• From the hard disk:
   ● Double-click "Main.htm" in the User's Guide folder within the P-touch Editor 3.2 folder installed on the computer.

USING P-TOUCH EDITOR 3.2

P-touch Editor 3.2 makes it easy for anyone to design and print more complex labels for almost any need imaginable.

STARTING UP P-TOUCH EDITOR 3.2

On an IBM PC-compatible computer:

- With the Start button:
    ❶ Click the Start button in the taskbar to display the Start menu.
    ❷ Select "Programs".
    ❸ Select "P-touch Editor 3.2".
    ❹ Click "P-touch Editor 3.2".
- With Windows Explorer:
    ❶ Start up Windows Explorer.
    ❷ Select the drive and directory where P-touch Editor is installed.
    ❸ Double-click "Ptedit3.exe".

When P-touch Editor is started, the following window is displayed.
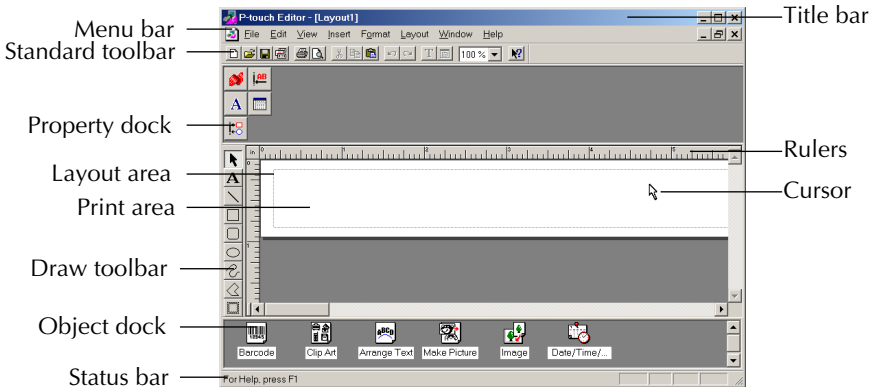
On a Macintosh computer:

● Double-click the P-touch Editor 3.2 icon in the P-touch Editor 3.2 folder installed on the computer.

When P-touch Editor is started, the following window is displayed.
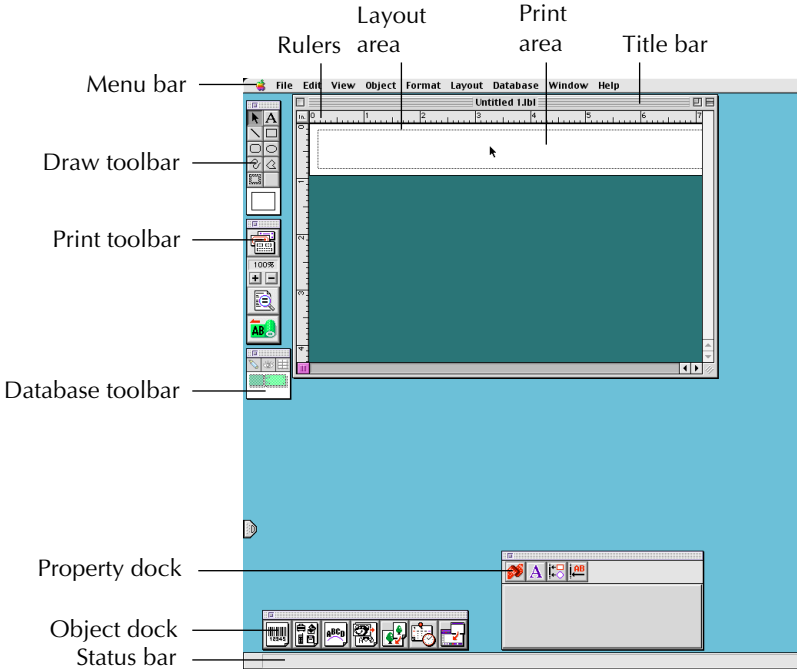
☞ *To view the help for P-touch Editor 3.2, double-click "Main.htm" in the Help folder within the P-touch Editor 3.2 folder installed on the computer.*

DISPLAYING THE PROPERTIES

☞ *Although the screens shown in the following explanations are for Windows® 98, 98 SE and Me, the operations for Windows® 2000 and XP and Macintosh are the same unless specifically mentioned.*

The desired Properties can be displayed by clicking the icon in the property dock.
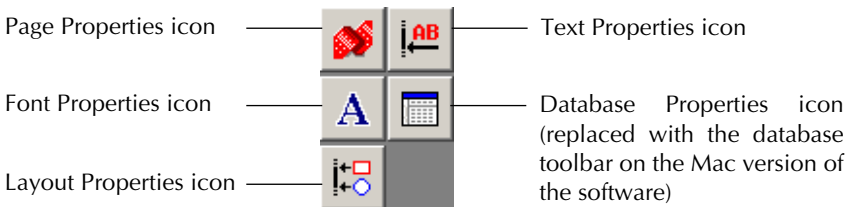
Click an icon to display its Properties.

• Page Properties

Click this button to hide the Properties.
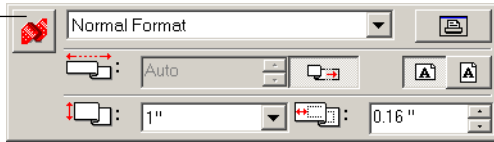
When the P-touch 2600/2610 is selected as the printer

ENTERING TEXT

☞ *Although the screens shown in the following explanations are for Windows® 98, 98 SE and Me, the operations for Windows® 2000 and XP and Macintosh are the same unless specifically mentioned.*

❶ Click $\mathbf{A}$ (Text button) on the draw toolbar.
Text can be typed in, and the pointer changes from ☐ (selection pointer) to ☐ (I-beam pointer).

❷ Move the I-beam pointer to the position in the layout area where you wish to type in text, and then click the left mouse button.

❸ The cursor flashes in the layout area to indicate that you can now type in text.

❹ Use the computer keyboard to type in the text.
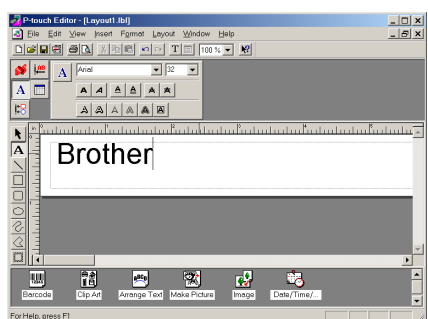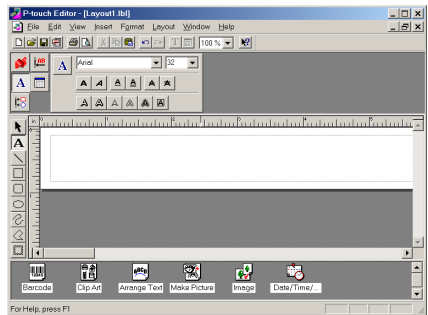
5 To create a new line of text, press the keyboard's Enter key.

☞ *With P-touch Editor 3.2, text is always typed in using the insert mode. The overwrite mode cannot be used to type in text.*

☞ *To change the font and text size, click the appropriate icon in the property dock, and then select the desired settings from the Properties that appear.*

☞ *For details, refer to* READING THE USER'S GUIDE *on page 29.*

NOTES ON USAGE

Barcodes

Keep the following points in mind when using P-touch Editor 3.2 to print barcodes.

• Barcodes should be printed on white tape. If other colors of tape are used, the barcode reader may not be able to read the barcode correctly.

• Be sure to test the barcode reader to make sure that it can read printed barcodes in the environment where you plan to use them.

• The QR Code protocol can only be used with English. If data in any other language is entered, the barcode may not be read correctly.

Databases

Keep the following points in mind when using the database functions of P-touch Editor 3.2.

☞ *For general details, refer to the User's Guide supplied on the P-touch Editor 3.2 CD-ROM.*

• The database function of P-touch Editor 3.2 (Windows version) uses database files that are compatible with Microsoft Access 97. By upgrading P-touch Editor 3.2 using a program available on the CD-ROM, P-touch Editor will become compatible with Access 2000. Refer to the Readme file located at Ptouch\Editor\Ac2k on the CD-ROM, and start up the program.

• P-touch Editor 3.2 can import files other than mdb files, such as csv files. Files saved as csv files with an application such as Microsoft Excel can be used with P-touch Editor. Refer to the User's Guide supplied on the P-touch Editor 3.2 CD-ROM for more details.

• Using a function available with Microsoft Access 97, Excel files can be linked to mdb files. With this function, data changed in Excel is automatically updated with the P-touch Editor.
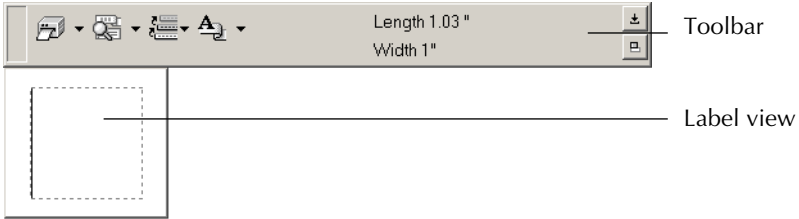
USING THE P-TOUCH QUICK EDITOR

The P-touch Quick Editor enables you to design a simple label layout quickly and easily. In addition to the various functions available through the buttons in the toolbar, right-clicking (Windows) or holding down the Control key and clicking (Macintosh) in the label view displays a pop-up menu containing more commands.

STARTING UP P-TOUCH QUICK EDITOR

On an IBM PC-compatible computer:

- If a shortcut was added to the StartUp menu:
    - ● P-touch Quick Editor automatically starts when the computer is started up.
- If a shortcut was added to the desktop:
    - ● Double-click the P-touch Quick Editor icon on the desktop.
- If a shortcut was added to the Quick Launch toolbar:
    - ● Double-click the P-touch Quick Editor icon in the Quick Launch toolbar.
- If no shortcuts were added:
    - ❶ Click the Start button in the taskbar to display the Start menu.
    - ❷ Select "Programs".
    - ❸ Click "P-touch Quick Editor".

When P-touch Quick Editor is started, the following window is displayed.

Toolbar

Label view

☞ *P-touch Quick Editor can be hidden or displayed by clicking its icon in the system tray, at the right of the taskbar.*

On a Macintosh computer:

● Double-click the P-touch Quick Editor icon in the P-touch Quick Editor folder installed on the computer.

When the P-touch Quick Editor is started, the following window is displayed.

Toolbar

Label view
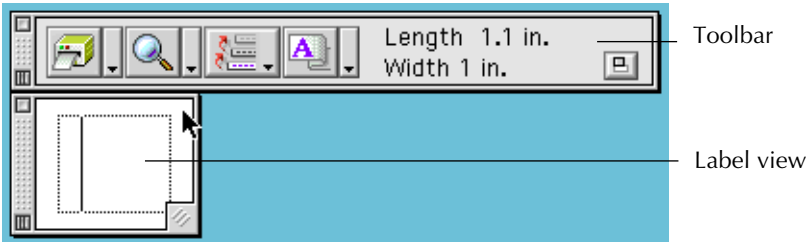
☞ *To view the help for P-touch Quick Editor, double-click "Help.html" in the P-touch Quick Editor folder installed on the computer.*

SPECIFYING A LABEL SIZE

Before entering text, the label size must be set. A selection of preset layout sizes is available for a variety of needs.

☞ *Although the screens shown in the following explanations are for Windows® 98, 98 SE and Me, the operations for Windows® 2000 and XP and Macintosh are the same unless specifically mentioned.*

❶ Click the arrow beside the Properties button ![icon] to display a drop-down menu.

❷ Click [Tape Settings] to display various label format settings.
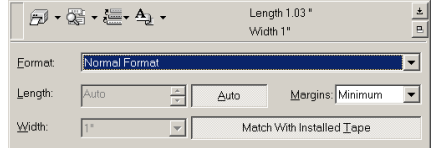
☞ *The Tape Settings can also be displayed by selecting [View Properties], then clicking [Tape Settings] in the pop-up menu, displayed by right-clicking (Windows) or holding down the Control key and clicking (Macintosh) in the label view.*

❸ In the Format list, click the desired label format.

TZ-Tape

☞ *The size of the label layout can also be set by specifying the Length and Width settings or by dragging the edges of the label view until the layout is the desired size.*

AV-Label

☞ *Three preset label formats for AV labels are available, allowing you to easily create address or file folder labels by simply selecting the format, then entering the text.*

ENTERING TEXT

The entire text can quickly be formatted by specifying the font, size, style and alignment. In addition, a frame can be drawn around the text.

❶ Click the arrow beside the Properties button ![icon] to display a drop-down menu.

❷ Click [Text Settings] to display various text format settings.
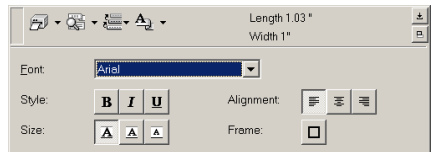
☞ *The Text Settings can also be displayed by selecting [View Properties], then clicking [Text Settings] in the pop-up menu, displayed by right-clicking (Windows) or holding down the Control key and clicking (Macintosh) in the label view.*

❸ In the Text Settings Properties, select the desired text formats.

❹ Click in the label view, and then type or import the text.

☞ *Typing in the label view shows the text as it will appear when it is printed. However, by clicking the Change View button ![icon] , the text is displayed in the text box, giving you a clearer view of the entered text.*

IMPORTING TEXT

Text that has already been typed in another application can easily be imported into the label.

❶ Select the desired text in the other application.

❷ Import the text into the label layout either by pressing the designated shortcut keys (Windows only) or by dragging it from the other application.

☞ *(Windows only) To specify the shortcut keys used to import text, right-click in the label view (or text box), and then click [Options] in the menu that appears. In the Options dialog box that appears, select the desired shortcut keys for importing text.*

USING THE TEXT HISTORY LIST

The 10 most recently printed texts are automatically stored for future use.

❶ Click the Text History button ▦▾ to display the Text History list.

❷ Click the desired text.

☞ *Text selected from the Text History list replaces all text already entered in the layout.*

ADDING A SYMBOL

A symbol from the various installed symbol fonts can be added at the left side of the label text.

❶ Windows: Right-click in the label view (or text box), select [Symbols] in the menu that appears, and then click [Insert/Change]. The Input Symbol dialog box appears.

Macintosh: Hold down the Control key and click in the label view (or text box), select [Symbol font] in the menu that appears, and then click [Import/Change]. A dialog box displaying symbols appears.

❷ In the Symbol Font list, select the desired symbol font.

❸ In the Symbol List view, select the desired symbol.

❹ Click the OK button. The selected symbol is added at the left of the text.

☞ *If a symbol has already been added to the text, it will be replaced by the newly selected symbol.*
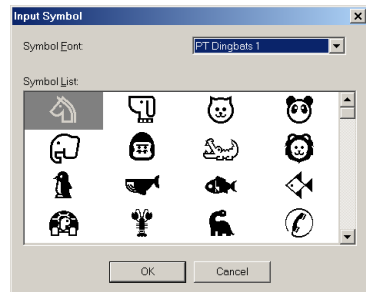
CHANGING THE BACKGROUND COLOR

The background color of the layout can be changed to suit your preference.

● Windows: Right-click in the label view (or text box), select [Background Color] in the menu that appears, and then click the desired color from the list.

Macintosh: Hold down the Control key and click in the label view (or text box), select [Background Color] in the menu that appears, and then click the desired color from the list.

☞ *To select a color other than those listed, select [User Settings] (Windows) or [User Setting] (Macintosh) from the Background Color sub-menu, create the desired color in the dialog box that appears, and then click the OK button.*

VIEWING THE TEXT

Layouts that are too long to fit in the screen can be scrolled by clicking the Arrange button 🔲 to view the left, the center, then the right side of the layout with each click of the button.

☞ *If the label view (or text box) has been moved away from the tool bar, it will be docked before scrolling.*

PRINTING

Before printing labels, certain print options can be selected.

❶ Click the arrow beside the Print button 🖨️▾ to display a drop-down menu.

❷ Click [Print Options]. The Print dialog box appears.

❸ Select the desired print settings.

Auto Cut: This option allows you to select whether or not to automatically cut off the label after it is printed.
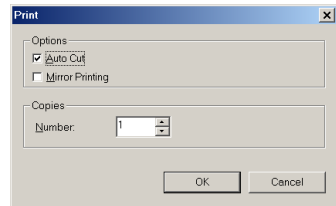
AV-Label

☞ *When printing multiple copies of AV labels with the **Auto Cut** check box selected, each label is cut off after it is printed. If the **Auto Cut** check box is cleared, the string of labels are cut off only after they have all been printed.*

Mirror Printing: This option allows you to print the text in reverse so it's perfect for attaching to the inside of windows **(for TZ tape only)**.

Copies: This option allows you to enter the number of copies to be printed.

❹ Windows: Click the OK button to start printing.

Macintosh: Click the Print button. The layout is printed.

☞ *If you want to start printing without changing the print options simply click the Print button 🖨️▾ or click the arrow beside the Print button and click [Print].*

HIDING/DISPLAYING P-TOUCH QUICK EDITOR (WINDOWS ONLY)

P-touch Quick Editor can be hidden by clicking the Hide button ⬆. Re-display P-touch Quick Editor by clicking its icon in the system tray, at the right of the taskbar.

QUITTING P-TOUCH QUICK EDITOR

On an IBM PC-compatible computer:

Do either of the following:
- Right-click the P-touch Quick Editor icon in the system tray, and then click [Exit] in the menu that appears.
- Right-click in the label view (or text box), and then click [Exit] in the menu that appears.

On a Macintosh computer:

Do either of the following:
- Click [Quit] in the [File] menu
- Hold down the Control key and click in the label view (or text box), and then click [Quit] in the menu that appears.

UNINSTALLING THE SOFTWARE & PRINTER DRIVER

On an IBM PC-Compatible Computer

UNINSTALLING THE SOFTWARE

Uninstall the P-touch Editor 3.2 or the P-touch Quick Editor software from a PC as described below.

❶ Start up Windows® 98, 98 SE, Me, 2000 or XP.

❷ Click the Start button in the taskbar, select "Settings", and then click "Control Panel". With Windows® XP, click the Start button in the taskbar, and then click "Control Panel".

❸ In the Control Panel window, double-click "Add/Remove Programs" ("Add or Remove Programs" in Windows® XP).

☞ *The dialog box that appears may differ depending on the operating system being used.*

❹ In the Add/Remove Programs Properties dialog box, select "P-touch Editor 3.2" (to delete the P-touch Editor 3.2 software) or "P-touch Quick Editor" (to delete the P-touch Quick Editor software), and then click the Add/Remove button (Change/Remove button in Windows® XP).

❺ A message appears, asking if you wish to delete the selected application. Click the Yes button to delete the application.

☞ *If you do not wish to delete the application, click the No button.*

❻ In the dialog box that appears, indicating that the application is deleted, click the OK button.

UNINSTALLING THE PRINTER DRIVER

Uninstall the PT-2600/2610 printer driver from a PC as described below.

❶ Turn off the P-touch 2600/2610, and then disconnect it from the computer.

❷ Insert the enclosed CD-ROM into the computer's CD-ROM drive. A dialog box automatically appears, allowing you to select what to install.

☞ *If the dialog box does not automatically appear, double-click "My Computer" on the desktop, and then double-click the CD-ROM drive containing the CD-ROM. (For Windows® XP, click "My Computer" in the Start menu, and then double-click the CD-ROM drive containing the CD-ROM.)*
Next, double-click "Setup.exe" to display the dialog box.

❸ Click the lower button (Driver). A Driver Setup dialog box appears, allowing you to select whether to replace, add or delete the PT-2600/2610 printer driver.

❹ Select "Delete Brother PT-2600/2610.", and then click the Next button. A dialog box appears, asking for confirmation to delete all PT-2600/2610 printer drivers.
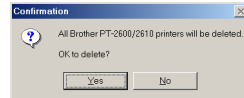
❺ Click the Yes button. A dialog box appears, indicating that the printer drivers have been deleted.

❻ Click the Finish button.

☞ *If a dialog box appears, explaining that the computer should be restarted, select the option for restarting the computer, and then click the Finish button.*
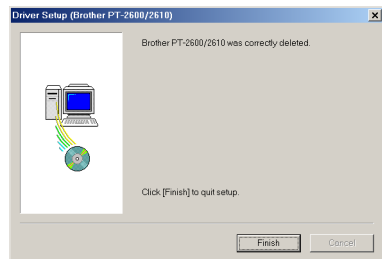
On a Macintosh Computer

Uninstall the P-touch Editor 3.2 software, the P-touch Quick Editor software or the PT-2600/2610 printer driver from a Macintosh as described below.

☞ *Before deleting the printer driver, be sure that the P-touch is turned off and disconnected from the computer.*

With a Mac OS before OS X:

❶ Drag the following to the Trash icon:
  • P-touch Editor 3.2 folder (to delete the P-touch Editor 3.2 software)
  • P-touch Quick Editor folder (to delete the P-touch Quick Editor software)
❷ In the System Folder, open the Extensions folder.
❸ Drag the following to the Trash icon:
  • PT-2600/2610 icon (to delete the printer driver)
  • USB PT-2600/2610 Extension icon (to delete the printer driver)
❹ In the System Folder, open the Preferences folder.

❺ Drag the following to the Trash icon.
  •P-touch Editor 3.2 Prefs icon (for the P-touch Editor 3.2 software)
  •P-touch Quick Editor Prefs icon (for the P-touch Quick Editor software)
  •PT-2600/2610 Prefs icon (for the printer driver)

With Mac OS X 10.1 or later:

To uninstall the P-touch Editor 3.2 software:
❶ Double-click the Applications folder on the Macintosh HD to open it.
❷ Double-click the P-touch Editor 3.2 folder to open it.
❸ Double-click the Uninstall P-touch folder.
❹ Double-click the Uninstall P-touch icon in the folder that appears. The uninstaller starts up.
❺ Click the Uninstall button. After P-touch Editor 3.2 is removed, a dialog box appears, indicating that the uninstallation is finished.
❻ Click the Quit button.

To uninstall the P-touch Quick Editor software:
❶ Double-click the Applications folder on the Macintosh HD to open it.
❷ Double-click the P-touch Quick Editor folder to open it.
❸ Double-click the Uninstall P-touch folder.
❹ Double-click the Uninstall P-touch icon in the folder that appears. The uninstaller starts up.
❺ Click the Uninstall button. After P-touch Quick Editor is removed, a dialog box appears, indicating that the uninstallation is finished.
❻ Click the Quit button.

ATTACHING LABELS

LAMINATED TAPE

The enclosed stick enables you to easily remove the backing from labels printed on laminated tapes.

➊ Hold the tape in your left hand, with the printed surface facing up, and hold the stick in your right hand.

➋ Pass the tape halfway through the long narrow hole in the stick.

➌ Turn the stick three-quarters of a turn towards you and pull the stick away from you as shown below.

➍ Peel off the label backing.
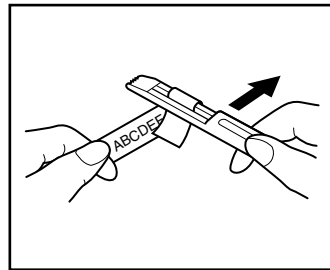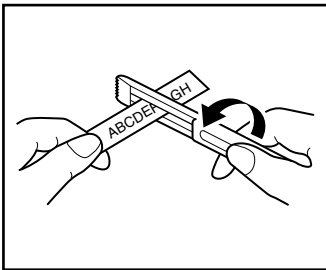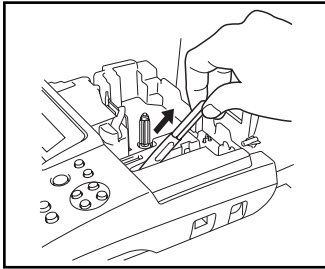
NON-LAMINATED TAPE

Labels printed on non-laminated tapes can be folded in half so that the inside edges of the two backing pieces come off the label, enabling the backing to easily be peeled off.
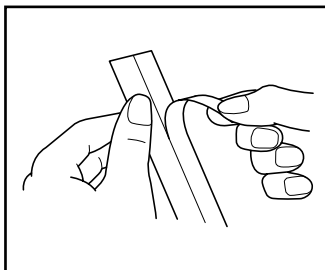
INSTANT-LETTERING TAPE (RUB-ON TRANSFERS)

Instant-lettering tape is used to transfer your text onto paper. After printing the text onto instant-lettering tape and cutting off the label, position the label with its non-printed side facing up on a sheet of paper. By simply rubbing the instant lettering tape's non-printed side with the enclosed stick, you can transfer the text directly onto the paper.

☞ *Hold the tape very firmly and do not move it while rubbing the tape.*
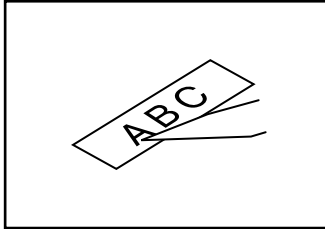
IRON-ON TRANSFER TAPE

Iron-on transfer tape is used to transfer your text onto garments using an iron.

❶ Insert an iron-on transfer tape cassette, and then press (Print) to print the text. If the **TZ Cut** function is set to **ON**, the label will automatically be cut off after it is printed. If the **TZ Cut** function is set to **OFF**, hold down (Code) and press (Space) to feed and cut off the label.

❷ Iron the garment to flatten it before transferring the text.

❸ Place the label on the garment at the location where you wish the text to be transferred.

❹ Set the iron to cotton (150 to 180 °C), and then press down on the label with the iron for about 15 seconds.

❺ Allow the iron-on transfer to cool (for about 60 seconds), and then carefully remove the backing paper.
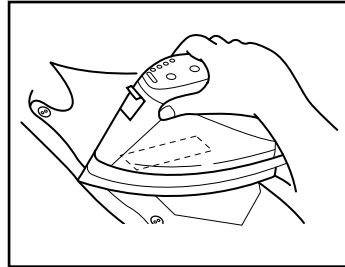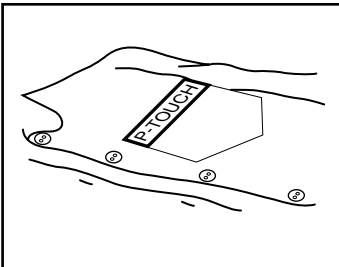
☞ *White garments made from 100% cotton with a plain (smooth) surface are best for iron-on transfers.*
You can also make transfers to garments made from 100% linen or cotton/polyester blends as long as they have a plain (smooth) surface.

The label will not adhere properly to any cloth with a rough surface, such as pile or denim, or with a waterproof surface. Heat-sensitive materials, such as nylon, acetate or other similar fibres, are also unsuitable as they may be damaged when pressing with an iron at a high temperature.

Do not move the iron while pressing, otherwise the label may move out of the desired position. Press the iron straight down onto the cloth.

After the backing tape has been removed, the transferred label may appear glossy. In addition, some white spots may have appeared on the label if it was touched while the backing tape was peeled off. These can be removed by ironing over the label with a piece of cloth placed between the label and the iron.

Since the transferred label cannot be removed once it is applied, make all transfers with care.

Washing:

Garments with transfer labels can be washed over 20 times if the label has been transferred correctly. Normal biological and non-biological household detergents may be used.

The label may become discoloured if the garment is placed in bleach for an extended length of time.

Be careful that hard objects such as buckles or buttons do not come into contact with the label during the wash.

Do not dry clean garments which have had transfer labels applied.

Drying:

Garments with transfer labels may be dried either inside or outside out.

Do not tumble dry. The transfers will come off and may stick to other items of clothing.

Ironing:

Iron garments with transfers using normal temperature settings.

Be sure to place a piece of cloth between the iron and the label when you iron over it to prevent the label from sticking to the iron.

The labels are non-toxic, however, please maintain the usual precautions, such as not placing them in your mouth, etc.

Do not store the tape cassette in areas exposed to direct sunlight, high humidity or dust.

FABRIC TAPE

Fabric tape is used to attach a piece of fabric printed with your text onto garments using an iron. After printing the text onto fabric tape and cutting off the label using <u>scissors</u>, place the label on an ironed garment at the location where you wish to attach it in such a way that the printed text can be read correctly. Cover the label with another piece of cloth and use an iron set to a medium-high temperature (320 to 356 ˚F (160 to 180 ˚C)) and press down firmly for 15 to 30 seconds. For more details, refer to the instructions included with the fabric tape cassette.

STAMP TAPE

Refer to pages 74 through 76 for a detailed explanation on using the stamp tape to make stamps.

AVERY® PAPER LABELS

This P-touch can print Avery paper labels one at a time. Just insert a cassette containing AV labels in one of the three sizes available: address, return address and file folder. Once your label is printed, simply peel off the Avery label from its backing.

* We recommend only using the lettering stick with laminated tapes.

PRINT HEAD & ROLLERS

Occasionally, specks of dust or dirt become attached to the machine's print head and rollers. This is particularly likely when you are using the unit outdoors or in a very dusty environment. If a section of the print head is covered with dust, a black horizontal streak may appear through the label text. Therefore, as with a tape recorder, the machine's head may need to be cleaned from time to time.

To clean the print head and rollers:

❶ Turn off the machine, and then disconnect the AC adapter and remove the batteries.

❷ Open the tape compartment cover, and then remove the tape cassette if one is installed. The print head and rollers are located in the tape compartment.

❸ Print head: Use a dry cotton swab to gently wipe the print head with an up-and-down motion.
Rollers: Use a dry cotton swab to wipe each roller with an up-and-down motion while rotating them with your finger.

❹ Install a tape cassette, close the tape compartment cover, and then try printing again.

❺ If a white streak still appears in the label, repeat steps ❸ and ❹ using a cotton swab dipped in isopropyl (rubbing) alcohol.

If none of the above works, contact your service representative.
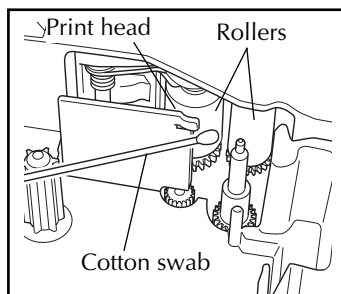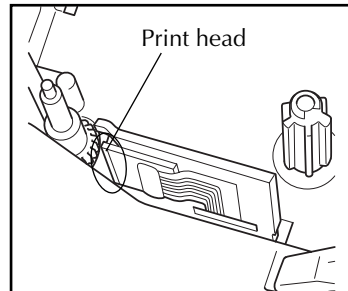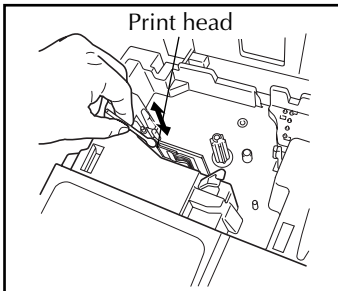
☞   *The print head can be cleaned more easily if the optional print head cleaning cassette (TZ-CL4) is used.*

For Your Information

POWER KEY

The **Power** key (⊙) is located in the lower-right corner of the keyboard. If batteries have been installed or the machine has been plugged in using the optional AC adapter, the previous session's information is displayed when the machine is turned on. This feature allows you to stop work on a label, turn off the machine, and return to it later without having to re-enter the text.

The machine will automatically turn off if no key is pressed within 5 minutes. The machine's internal memory stores the current session's information and displays it when you turn on the machine again.

☞ *If the P-touch is connected to a computer through a USB interface cable and is printing data from the computer, the P-touch will not automatically turn off for 30 minutes.*

To turn on the machine:

● Press ⊙. The previous session's information appears in the LCD display.

To turn off the machine:

● Press ⊙. The current session's information is stored in the internal memory.

CURSOR KEYS

The machine's LCD display shows two rows of 9 characters; however, the text that you enter can be up to 272 characters long and contain up to 5 text blocks with up to 7 text lines each. You can review and edit different parts of the text by moving the cursor backward and forward.

LEFT CURSOR KEY

To move the cursor one character to the left:

● Press ◄ once.

☞ *If this key is pressed when the cursor is at the beginning of a line following another line, the cursor moves to the end of the previous line.*

To move the cursor several characters to the left:

● Hold down ◄ until the cursor moves to the desired position.

To move the cursor to the beginning of the current line:

● Hold down (Code) and press ◄.

To move the cursor to the beginning of the current text block:

● Hold down (Shift) and press ◄.

☞ *If the cursor is already at the beginning of a text block when these keys are pressed, the cursor moves to the beginning of the previous block.*

RIGHT CURSOR KEY

To move the cursor one character to the right:

● Press $\overset{\triangleright\triangleright}{(\blacktriangleright)}$ once.

☞ *If this key is pressed when the cursor is at the end of a line followed by another line, the cursor moves to the beginning of the next line.*

To move the cursor several characters to the right:

● Hold down $\overset{\triangleright\triangleright}{(\blacktriangleright)}$ until the cursor moves to the desired position.

To move the cursor to the end of the current line:

● Hold down (Code) and press $\overset{\triangleright\triangleright}{(\blacktriangleright)}$.

To move the cursor to the beginning of the next text block:

● Hold down $\overset{\text{Caps}}{(\text{Shift})}$ and press $\overset{\triangleright\triangleright}{(\blacktriangleright)}$.

☞ *If the cursor is already at the beginning of the last text block when these keys are pressed, the cursor moves to the end of the text.*

UP CURSOR KEY

To move the cursor up to the previous line:

● Press $\overset{\text{Home}}{(\blacktriangle)}$ once.

☞ *If the cursor is in the first line of text, it will move to the beginning of the line.*

To move the cursor up several lines:

● Hold down $\overset{\text{Home}}{(\blacktriangle)}$ until the cursor moves to the desired line.

To move the cursor to the beginning of the entire text:

● Hold down (Code) and press $\overset{\text{Home}}{(\blacktriangle)}$.

DOWN CURSOR KEY

To move the cursor down to the following line:

● Press $\overset{\text{End}}{(\blacktriangledown)}$ once.

☞ *If the cursor is in the last line of text, it will move to the end of the line.*

To move the cursor down several lines:

● Hold down $\overset{\text{End}}{(\blacktriangledown)}$ until the cursor moves to the desired line.

To move the cursor to the end of the entire text:

● Hold down (Code) and press $\overset{\text{End}}{(\blacktriangledown)}$.

CODE, ALT & SHIFT KEYS

Most characters can be entered simply by pressing their keys. However, to use special functions or to enter capital letters, accented characters and some symbols, the following special keys are necessary.

CODE KEY

To use a function printed above a key:

● Hold down (Code) and press the key immediately below the desired function.

EXAMPLE

To start the Symbol function:

A A A A A A **A** Auto

1: D A N G E R _

Length
Und**l**/Frm
A.Format

A A A A *A* ◁ Width

● Hold down (Code) and press (Alt) once.

A A A A A **A A** Auto

Ü Æ æ Ã ã

Length
Und**l**/Frm
A.Format

A A A A *A* ◁ Width
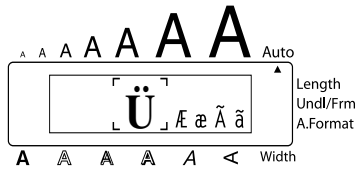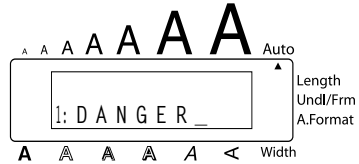
ALT KEY

To type in characters printed in color on the right-hand side of the keys:

● Hold down (Alt) and press the key of the desired character written in color. The **Alt** indicator on the left side of the display comes on while (Alt) is held down.

EXAMPLE

To type in "–":

● Hold down (Alt) and press (/ –) once. The **Alt** indicator comes on while (Alt) is held down.

A A A A A **A A** Auto

Alt

1: 0 1 2 _

Length
Und**l**/Frm
A.Format

A A A A *A* ◁ Width

⟶

A A A A A **A A** Auto

1: 0 1 2 - _

Length
Und**l**/Frm
A.Format

A A A A *A* ◁ Width
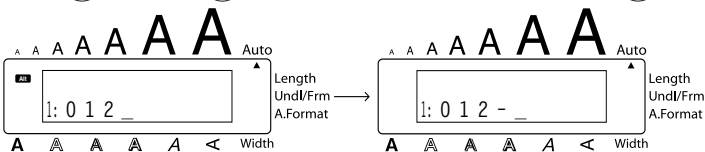
SHIFT KEY

To type in an uppercase letter or a symbol printed in the top left-hand corner of a key:

● Hold down (Shift) and press the key of the desired letter or symbol.

EXAMPLE

To type in "%":

A A A A A **A A** Auto
┌─────────────────┐
│   │ Length
│ 1: 5 _   │ Undl/Frm
│   │ A.Format
└─────────────────┘
A A A A *A* ◁ Width

● Hold down (Shift) and press (% 5).

A A A A A **A A** Auto
┌─────────────────┐
│   │ Length
│ 1: 5 % _   │ Undl/Frm
│   │ A.Format
└─────────────────┘
A A A A *A* ◁ Width

The **Caps** mode is similar to holding down (Shift). It allows you to type capital letters continuously.

To type in many capital letters:

❶ Hold down (Code) and press (Shift). The **Caps** indicator on the left side of the display comes on.

A A A A A **A A** Auto
┌─────────────────┐
│   │ Length
│ Caps 1: _   │ Undl/Frm
│   │ A.Format
└─────────────────┘
A A A A *A* ◁ Width
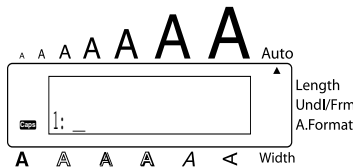
❷ Press the keys of the desired letters or symbols.

❸ To exit **Caps** mode, hold down (Code) and press (Shift). The **Caps** indicator goes off.

SPACE KEY

The **Space** key ($\overset{\text{Feed\&Cut}}{(\text{Space})}$) lets you add blank spaces between characters in your text. It is different from the right cursor key ($\overset{\triangleright\triangleright}{(\blacktriangleright)}$), which just moves the cursor without adding blank spaces.

To add a space:

● Press $\overset{\text{Feed\&Cut}}{(\text{Space})}$.

EXAMPLE

To add a space:

A A A A A A A **A** Auto
Length
Undl/Frm
`1: J . _`
A.Format
A A A A *A* ◁ Width

● Press $\overset{\text{Feed\&Cut}}{(\text{Space})}$.

A A A A A A **A** Auto
Length
Undl/Frm
`1: J . _`
A.Format
A A A A *A* ◁ Width
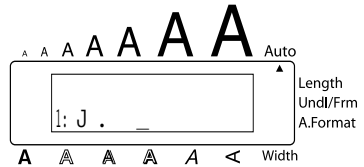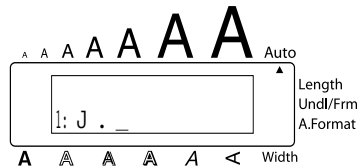
RETURN KEY

As on a typewriter or word processor, this machine's **Return** key ($\overset{\text{New Block}}{(\hookleftarrow)}$) is used to end a line of text and start another one. When you have finished entering one line, press the **Return** key to make a new line and move the cursor to it.

☞ *The text can only contain a maximum of seven lines. If you press $\overset{\text{New Block}}{(\hookleftarrow)}$ when seven text lines already exist, the error message "7 LINE LIMIT!" will appear.*

TZ-Tape

Tape widths	Maximum number of lines that can be printed
1/4" (6 mm)	2
3/8" (9 mm)	2
1/2" (12 mm)	3
3/4" (18 mm)	5
1" (24 mm)	7
Stamp 3/4" (18 mm)	3
Stamp 1" (24 mm)	5

AV-Label

Label sizes	Maximum number of lines that can be printed
AV2067 Address labels: 3/4" × 2 5/8" (20 mm × 67 mm)	7
AV1957 Return address labels: 3/4" × 2 1/4" (19 mm × 57 mm)	7
AV1789 File folder labels: 5/8" × 3 1/2" (17 mm × 89 mm)	6

The return key can also be used to select an item from a list (e.g., add a symbol or accented character to the text) or to apply a selected setting.

Some questions asking you to confirm a command may appear on the LCD display, especially when the function that you have chosen will delete or affect files. In these cases, pressing ⏎ (New Block) is like answering "yes".

☞ *To answer "no", press* 🔙 *(Clear). Refer to* DELETE KEY *on page 55.*

To add a new line:

● Press ⏎ (New Block). The return mark (↵) appears to indicate the end of the line.

To select an item from a list:

● Press ⏎ (New Block).

To answer "yes":

● Press ⏎ (New Block).

NEW BLOCK KEY

In order for one section of the text to have a different number of lines than the rest of the text or in order to apply a different format to a section of the text (Refer to *LOCAL FORMAT FUNC-TION* on page 77.), a new block must be created using the **New Block** function.

☞   *A single label can only contain a maximum of five blocks. If the cursor is located in the fifth block when* (Code) *is held down and* (↵) *is pressed, the error message "5 BLOCK LIMIT!" appears.*

If the cursor is positioned in the middle of a text block when (Code) *is held down and* (↵) *is pressed, the block splits into two and the character to the left of the cursor's current position becomes the end of the block.*

To add a new block:

●   Hold down (Code) and press (↵) once. The new block mark (�罒) appears in the text to indicate the end of the block.

EXAMPLE

To add a new block:

●   Hold down (Code) and press (↵) once.

This function allows you to separate sections of a line of text by adding tabs. This enables you to create perfectly aligned columns without having to type in several spaces. All tabs have the same length and are measured from either the beginning of the line or the previous tab, if there is more than one. The tab length can be set between 0.0″ and 11.8″ (0.0 and 30.0 cm).

☞ *The text cannot contain more than 50 tabs. If the maximum number of tabs has already been added to the text when* (Code) *is held down and* (Q)^Tab *is pressed, the error message "TAB LIMIT!" appears.*

```
Part No.    Product    Price
8667        Printer    $300
122960      Fax        $100
```

To set the tab length:

❶ Hold down (Code) and press (W)^Tab Length once. The current tab length is displayed.

❷ Press (▲)^Home or (▼)^End until the desired length is displayed or use the number keys to type in the length.

  ☞ *To change the units (inches or centimeters) used to display the tab lengths, press* (M_n) *until the desired units are displayed.*

❸ Press (↵)^New Block.

To add a tab:

● Hold down (Code) and press (Q)^Tab once. The tab mark (**T**) appears in the text to indicate the position of the tab.

  ☞ *If the text in front of a tab extends past the point where the next section of text should start, the text will instead start at the following tab position.*
  For example, if the tab length is set to 1.2″ (3.0 cm) and the following text is typed in:

  1: A B C **T** D E F **T** G H I ↵
  2: J K L M N O P Q R S T **T** U

The label shown below will be printed.

```
ABC        DEF        GHI
JKLMNOPQRST          U
```

◄►◄━━━━━━━━━━►◄━━━━━━━━━━━━━━━━► ◄►
Margin Tab (1.2" (3.0 cm))   Tab (1.2" (3.0 cm))   Margin
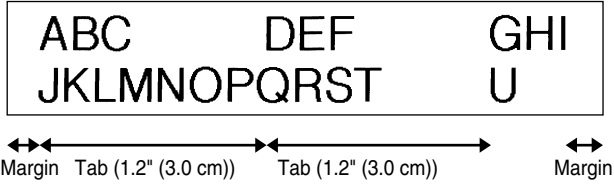
EXAMPLE

To set the tab length to 1″:

❶ Hold down (Code) and press (W) [Tab Length] once.

```
TAB  LENGTH
  2.0 inch
```
Auto
Length
Undl/Frm
A.Format
Width

❷ Press (▼) [End] until **1.0** is displayed.

```
TAB  LENGTH
  1.0 inch
```
Auto
Length
Undl/Frm
A.Format
Width

❸ Press (↵) [New Block].

To add a tab:

● Hold down (Code) and press (Q) [Tab] once.

```
1: a r t   N O . ▉
```
Auto
Length
Undl/Frm
A.Format
Width
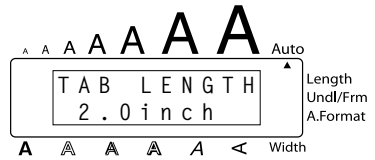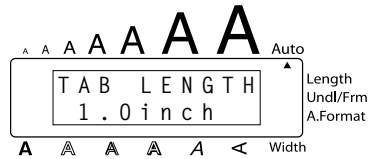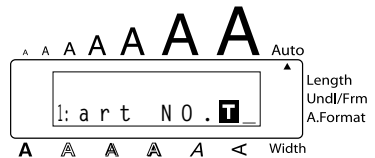
DELETE KEY

The **Delete** (backspace) key ($\overset{\text{Clear}}{\circledS}$) allows you to remove characters to the left of the cursor's current position. It differs from the left cursor key ($\overset{\triangleleft}{\circledcirc}$), which only moves the cursor without deleting any characters.

The delete key can also be used to quit most functions and return to the previous display without changing the text.

Some questions asking you to confirm a command may appear on the LCD display, especially when the function that you have chosen will delete or affect files. In these cases, pressing $\overset{\text{Clear}}{\circledS}$ is like answering "no".

☞   *To answer "yes", press $\overset{\text{New Block}}{\circleddash}$. Refer to* RETURN KEY *on page 50.*

To delete one character:

❶   Press $\overset{\triangleleft\triangleleft}{\circledcirc}$, $\overset{\triangleright\triangleright}{\circledcirc}$, $\overset{\text{Home}}{\circledcirc}$ or $\overset{\text{End}}{\circledcirc}$ to position the cursor below the character immediately to the right of the character that you wish to delete.

❷   Press $\overset{\text{Clear}}{\circledS}$ once.

To delete a sequence of characters:

❶   Press $\overset{\triangleleft\triangleleft}{\circledcirc}$, $\overset{\triangleright\triangleright}{\circledcirc}$, $\overset{\text{Home}}{\circledcirc}$ or $\overset{\text{End}}{\circledcirc}$ to position the cursor below the character immediately to the right of the last character that you wish to delete.

❷   Hold down $\overset{\text{Clear}}{\circledS}$ until all of the characters that you wish to delete are deleted.

To quit a function without changing your text:

●   Press $\overset{\text{Clear}}{\circledS}$ to return to your text.

To answer "no":

●   Press $\overset{\text{Clear}}{\circledS}$.

LINE OUT FUNCTION

With the **Line Out** function, you can easily remove an entire line of text.

To delete a line of text:

❶   Press $\overset{\triangleleft\triangleleft}{\circledcirc}$, $\overset{\triangleright\triangleright}{\circledcirc}$, $\overset{\text{Home}}{\circledcirc}$ or $\overset{\text{End}}{\circledcirc}$ to position the cursor within the line of text that you wish to delete.

❷ Hold down (Code) and press (P á) `Line Out` once.

☞ *Each time (P á) is pressed while (Code) is held down, one line of text is deleted.*

EXAMPLE

To delete "012-345-6789":

```
1: G a r d e n ↵
2: 3 4 5 - 6 7 8 9 _
```
Length
Undl/Frm
A.Format
Width
Auto

● Hold down (Code) and press (P á) `Line Out` once.

```
1: K ' s   G a r d e
2: _
```
Length
Undl/Frm
A.Format
Width
Auto
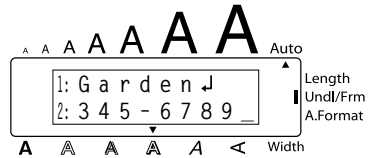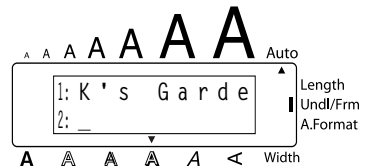
CLEAR FUNCTION

TZ-Tape   AV-Label

When clearing the display before entering new text, the **Clear** function can be used to choose whether all of the text is erased and all format functions (**Font**, **Size**, **Width**, **Style**, **Underline**, **Frame**, **Tape margin** (for TZ tape only), **Alignment**, **Tab length**, **Mirror printing** (for TZ tape only), and **Length** (for TZ tape only)) are returned to their default settings, or whether just the text is erased.

To delete all of the text and return all formats to their default settings:

❶ Hold down (Code) and press (BS) `Clear`.

❷ Press (▲) `Home` or (▼) `End` until **TXT&FORMAT** is selected (flashing).

☞ *To return to the text without erasing anything, press (BS) `Clear`.*

❸ Press (↵) `New Block`.

To clear the text and formats:

A A A A A A **A** Auto

```
1: G a r d e n ↵
2: 3 4 5 - 6 7 8 9 _
```

Length
Undl/Frm
A.Format

A A A A *A* ◁ Width

❶ Hold down (Code) and press (BS). [Clear]

A A A A A **A** Auto

```
T X T & F O R M A T
- T E X T   O N L Y -
```

Length
Undl/Frm
A.Format

A A A A *A* ◁ Width

❷ Press (▲) until **TXT&FORMAT** is flashing. [Home]

A A A A A **A** Auto

```
- T X T & F O R M A T -
T E X T   O N L Y
```

Length
Undl/Frm
A.Format

A A A A *A* ◁ Width

❸ Press (↵). [New Block]

A A A A A **A** Auto

```
1: _
```

Length
Undl/Frm
A.Format

A A A A *A* ◁ Width
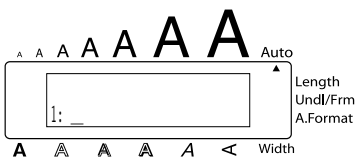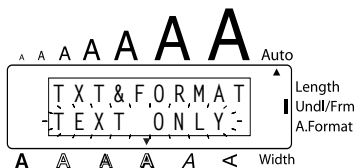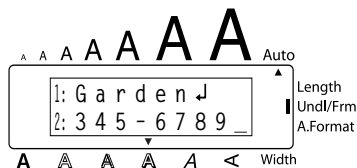
To delete just the text:

❶ Hold down (Code) and press (BS). [Clear]

❷ Press (▲) or (▼) until **TEXT ONLY** is selected (flashing). [Home / End]

☞ *To return to the text without erasing anything, press (BS).* [Clear]

❸ Press (↵). [New Block]

To clear just the text:

A A A A A **A** Auto

```
1: G a r d e n ↵
2: 3 4 5 - 6 7 8 9 _
```

Length
Undl/Frm
A.Format

A A A A *A* ◁ Width

➊ Hold down (Code) and press (BS).

A A A A A A A A Auto
┌─────────────────┐ Length
│ T X T & F O R M A T │ Undl/Frm
│ T E X T   O N L Y │ A.Format
└─────────────────┘
A A A A A ◁ Width
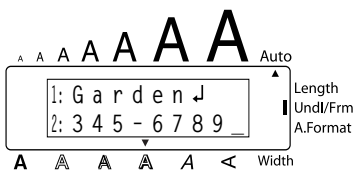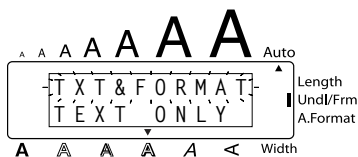
➋ Press (▼) until **TEXT ONLY** is flashing.

A A A A A A A A Auto
┌─────────────────┐ Length
│ T X T & F O R M A T │ Undl/Frm
│ T E X T   O N L Y │ A.Format
└─────────────────┘
A A A A A ◁ Width

➌ Press (↵).

A A A A A A A A Auto
┌─────────────────┐ Length
│   │ Undl/Frm
│ 1: _   │ A.Format
└─────────────────┘
A A A A A ◁ Width
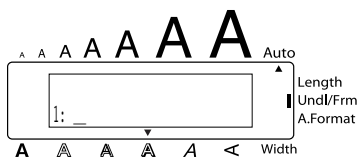
TZ-Tape AV-Label

ACCENT FUNCTION

The **Accent** function can also be used to add accented characters to your text. Many of these characters can also be typed in using the **Symbol** function.

The accented characters are grouped according to the capital or small letter that they are combined with. The following accented characters are available:

Letters	Accented characters	Letters	Accented characters
A	À Á Ä Â Ã Æ	i	í ï î
a	à á ä â ã æ	N	Ñ
C	Ç	n	ñ
c	ç	O	Ó Ö Ô Õ
E	È É Ë Ê Ẽ	o	ó ö ô õ
e	è é ë ê ẽ	U	Ù Ú Ü Û
I	Í Ï Î	u	ù ú ü û

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To type in an accented character:

❶ Hold down (Code) and press (A) [Accent]. The message "ACCENT a – u / A – U?" appears on the display.

❷ Press the key of the letter in the desired accented character.

☞ *To type a capital letter, hold down (Shift) [Caps] (or hold down (Code) and press (Shift) [Caps] to turn on **Caps** mode) before pressing the letter key.*

❸ Press (◄) or (►) until the desired accented character appears enlarged within the frame in the middle of the display.

❹ Press (↵) [New Block]. The accented character is added to the text.

☞ *To type in a series of accented characters, hold down (Code) before pressing (↵) [New Block].*

Then, continue adding accented characters by selecting them as explained in steps

❷ and ❸, and holding down (Code) while pressing (↵) [New Block]. Press just (↵) [New Block] after

selecting the last character in the series.

EXAMPLE

To add the accented character "É":

❶ Hold down (Code) and press (A) [Accent].

```
A C C E N T
a – u / A – U ?
```
Length
Undl/Frm
A.Format
Width

❷ Hold down (Shift) [Caps] and press (E) [Tape].

```
È  É Ë Ê E
```
Length
Undl/Frm
A.Format
Width
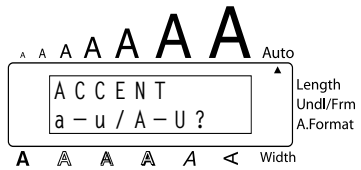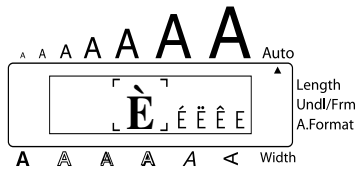
❸ Press ▷▷ (▶) until **É** appears in the frame.

ᴬ ᴬ A A A A **A A** Auto

Length
Undl/Frm
A.Format

È ᴸ **É** ⌐ Ë Ê E

A 𝔸 𝔸 𝔸 *A* ◁ Width

❹ Press New Block (↵).

ᴬ ᴬ A A A **A A** Auto

Length
Undl/Frm
A.Format

1: R E S U M É _

A 𝔸 𝔸 𝔸 *A* ◁ Width
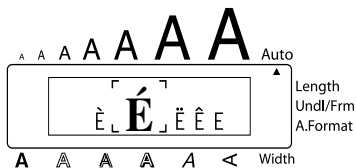
TZ-Tape AV-Label

SYMBOL FUNCTION

In addition to the letters, symbols and numerals on the key tops, there are 67 additional marks available with the **Symbol** function.

The following symbols are available:

Group	Symbol										
1	Ü	Æ	æ	Ã	ã	Ẽ	ẽ	Õ	õ	•	°	™
2	+	×	÷	=	§	²	³	₂	₃	₄	[	]
3	⬆	⬇	➡	⬅	☞	☜	®	©	☎	💾	📠	🎦
4	✈	♟	♨	♿	♻	🎬	🐟	🌐	🔈	⚛	🎅	🎀
5	🎅	🍷	♪	♥	★	▣	～	===	╫	≠	♯	▽
6	⚠	⚠	○	|	⊕	⓪	⏻					

To type in a symbol:

❶ Hold down (Code) and press (Alt)^{Symbol}. A row of symbols appears in the display.

❷ Press (▲)^{Home} or (▼)^{End} to display different rows of symbols and press (◀)^{◁◁} or (▶)^{▷▷} until the desired symbol appears enlarged within the frame in the middle of the display.

❸ Press (↵)^{New Block}. The symbol is added to the text.

☞ *To type in a series of symbols, hold down* (Code) *before pressing* (↵)^{New Block}. *Then, continue adding symbols by selecting them as explained in step* ❷*, and holding down* (Code) *while pressing* (↵)^{New Block}. *Press just* (↵)^{New Block} *after selecting the last symbol in the series.*

EXAMPLE

To add the symbol "☠":

❶ Hold down (Code) and press (Alt)^{Symbol}.
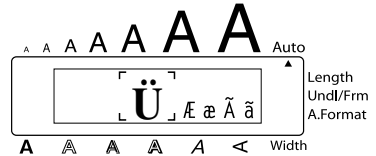
❷ Press (▲)^{Home} or (▼)^{End} until the row containing "☠" appears, and then press (◀)^{◁◁} or (▶)^{▷▷} until "☠" appears in the frame.

❸ Press (↵)^{New Block}.
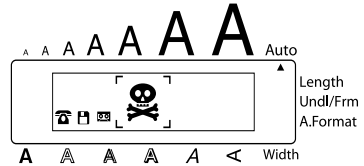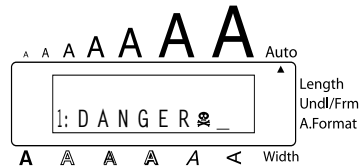
AUTO FORMAT FUNCTION

The **Auto Format** function keys ⊙ ⊙ (Auto Format / AV Labels / TZ Tape) make creating labels quick and easy.
After simply selecting one of the various pre-formatted layouts and typing text into each of its fields, the overall style of the label can easily be changed by selecting one of the seven available style formats, and then the label is ready to be printed.

The two sets of layouts available allow you to create labels for a variety of needs—from addressing envelopes to identifying floppy disks or audio and video cassettes. The layouts available by pressing ◯ (AV Labels) are designed specifically for the pre-sized AV labels, which allow you to quickly and easily create multiple copies of address and filing labels. By pressing ◯ (TZ Tape), a wider variety of layouts are available for use with TZ tape.

Refer to *Reference* at the end of this section for a list and samples of the available layouts.

To select a pre-formatted layout:

❶ Press ◯ (AV Labels) or ◯ (TZ Tape) once. The **A/F** indicator comes on.

❷ Press ▲ (Home) or ▼ (End) until the name of the desired layout appears.

☞ *The default setting (**VCR VHS-1** if ◯ (TZ Tape) was pressed or **ADDRES1** if ◯ (AV Labels) was pressed) can be selected by pressing* (Space) (Feed&Cut)*.*

The number of the auto format layout that was last used is underlined. Selecting this layout displays the text that was entered in it at that time.
*The label sizes are displayed in the currently selected unit of measurement (inches or millimeters). The unit of measurement can be changed with the **Tab length** or **Length** functions.*
An auto format layout that has been stored in the memory can be recalled and used again. For details on recalling stored auto format layouts, refer to "RECALLING TEXT" on page 104.

❸ Press (↵) (New Block). The first field for the selected layout appears in the display.

To enter text in the layout:

❹ For each field, type in the text, and then press (↵) (New Block). When (↵) (New Block) is pressed after typing in the text for the last field, the **MENU** appears in the display.

☞ *Symbols (page 60) and barcodes (page 91) can also be entered in the fields.*

For details on storing auto format layouts, refer to "STORING TEXT" on page 102.

To delete all text that has already been entered in the layout, hold down (Code) *and press* (BS) (Clear)*.*

To change the character style of the text to one of the several available:

❺ Press ▲ (Home) or ▼ (End) until the **CHNGE STL?** command is displayed.

❻ Press (↵) (New Block).

❼ Press $\overset{\text{Home}}{\textcircled{\blacktriangle}}$ or $\overset{\text{End}}{\textcircled{\blacktriangledown}}$ to select the desired character style.

  ☞ *The default setting (**ORIGINAL**) can be selected by pressing $\overset{\text{Feed\&Cut}}{(\text{Space})}$.*

❽ Press $\overset{\text{New Block}}{(\longleftarrow)}$. "MENU" appears in the display.

  ☞ *Six additional character styles are available.*

    The text and selected text style of an auto format layout can be stored in the memory to be recalled and used at a later time.

To print a label using the selected layout:

❾ Press $\overset{\text{Home}}{\textcircled{\blacktriangle}}$ or $\overset{\text{End}}{\textcircled{\blacktriangledown}}$ until the **PRINT** command is displayed.

❿ Press $\overset{\text{New Block}}{(\longleftarrow)}$ to print the label, and have machine automatically cut it off. The message "COPIES 1/ 1" appears in the display while the label is being printed.

  ☞ *Before printing a layout selected by pressing $\overset{\text{AV}}{\underset{\text{Labels}}{\bigcirc}}$, an AV label cassette of the appropriate type must be installed. Before printing a layout selected by pressing $\overset{\text{TZ}}{\underset{\text{Tape}}{\bigcirc}}$, a TZ tape cassette with the specified tape width must be installed.*

To change the text entered in the layout:

⓫ Press $\overset{\text{Home}}{\textcircled{\blacktriangle}}$ or $\overset{\text{End}}{\textcircled{\blacktriangledown}}$ until the **EDIT MORE** command is displayed.

⓬ Press $\overset{\text{New Block}}{(\longleftarrow)}$. The first field for the selected layout appears in the display.

⓭ Repeat step ❹ until the text is edited as you wish. The **MENU** appears again when $\overset{\text{New Block}}{(\longleftarrow)}$ is pressed after editing the last field in the layout.

To finish using the Auto Format function:

⓮ Press $\overset{\text{Home}}{\textcircled{\blacktriangle}}$ or $\overset{\text{End}}{\textcircled{\blacktriangledown}}$ until the EXIT command is displayed.

⓯ Press $\overset{\text{New Block}}{(\longleftarrow)}$. The message "EXIT AUTO FORMAT?" appears in the display.

⓰ Press $\overset{\text{New Block}}{(\longleftarrow)}$. The **Auto Format** function is exited, and the text that was displayed before the **Auto Format** function was used reappears in the display.

  ☞ *The text entered in the selected layout is stored in the machine's memory and is available if the same layout is selected the next time that the **Auto Format** function is used.*
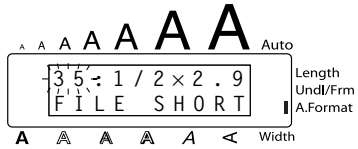
EXAMPLE

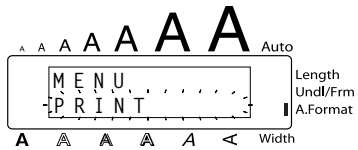**To create a short label for a file folder using a layout for TZ tapes:**

❶ Press $\overset{\text{TZ}}{\underset{\text{Tape}}{\bigcirc}}$.

              ᴬ A A A A A A Auto

            –1: 3 / 4 × 5 . 5 Length / Undl/Frm

            V C R   V H S - 1 A.Format

            A 𝔸 𝗔 𝘈 A ◄ Width

---

❷ Press or until layout **35** (**FILE SHORT**) is displayed.

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│35:1/2×2.9│  Undl/Frm
│FILE  SHORT│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

❸ Press .

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│1TITLE?│  Undl/Frm
││  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

❹ Type in "August Sales Report", and then press .

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│MENU       │  Undl/Frm
│PRINT│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

To change the character style of the label:

❺ Press or until **CHNGE STL?** is displayed.

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│MENU       │  Undl/Frm
│CHNGE  STL?│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

❻ Press .

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│CHAR.STYL│  Undl/Frm
│ORIGINAL│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```
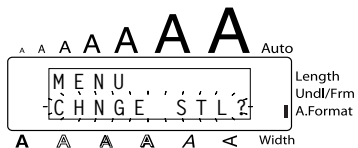
❼ Press or until **ELEGANT** is displayed.

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│CHAR.STYL│  Undl/Frm
│ELEGANT│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

❽ Press .

```
^ ^ A A A A A A  Auto
┌─────────────────────┐  Length
│MENU       │  Undl/Frm
│PRINT│  A.Format
└─────────────────────┘
A  A  A  A  A  ◁  Width
```

To print the label:

❾ Make sure that **PRINT** is displayed, and then press
  New Block
  ⏎ .

```
C O P I E S
    1 /   1
```
Auto
Length
Undl/Frm
A.Format
Width

```
August Sales Report
```
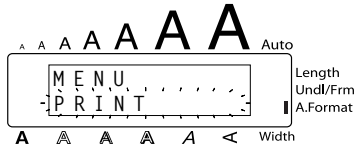
To create an address label using a layout for AV labels:

❶ Press ◯ (AV Labels).

```
─ 1 ─ A D D R E S 1
```
Auto
Length
Undl/Frm
A.Format
Width

❷ Press (▲) Home or (▼) End until layout **4** (**ADDRES4**) is displayed.

```
─ 4 ─ A D D R E S 4
```
Auto
Length
Undl/Frm
A.Format
Width

❸ Press (⏎) New Block.

```
1 N A M E ?
```
Auto
Length
Undl/Frm
A.Format
Width

❹ Type in "Mr. R. Becker", and then press (⏎) New Block.

```
2 A D D R E S S 1 ?
```
Auto
Length
Undl/Frm
A.Format
Width

❺ Type in "29 South Main St.", and then press (⏎) New Block.

```
3 A D D R E S S 2 ?
```
Auto
Length
Undl/Frm
A.Format
Width

65

⑥ Type in "Los Angeles, CA 88888", and then press
⌐⌐ (New Block).

```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ M E N U , , , , , ,     │   Undl/Frm
│-P R I N T               │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```
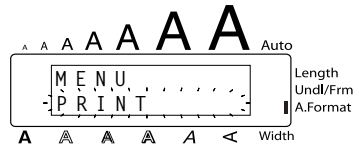
To change the character style of the label:

⑦ Press ⌃ (Home) or ⌄ (End) until **CHNGE STL?** is displayed.

```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ M E N U                 │   Undl/Frm
│-C H N G E   S T L ?-    │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```

⑧ Press ⌐⌐ (New Block).

```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ C H A R . S T Y L       │   Undl/Frm
│-O R I G I N A L-        │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```

⑨ Press ⌃ (Home) or ⌄ (End) until **FORMAL** is displayed.
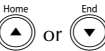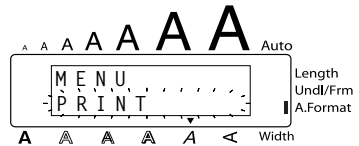
```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ C H A R . S T Y L       │   Undl/Frm
│-F O R M A L-      ▼     │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```

⑩ Press ⌐⌐ (New Block).

```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ M E N U , , , , , ,     │   Undl/Frm
│-P R I N T        ▼     │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```

To print the label:

⑪ Make sure that **PRINT** is displayed, and then press
⌐⌐ (New Block).

```
A  A  A  A A  A  A  A    Auto
┌─────────────────────────┐   Length
│ C O P I E S             │   Undl/Frm
│   1 /   1        ▼     │▌ A.Format
└─────────────────────────┘
A  A  A  A  A  ◁    Width
```
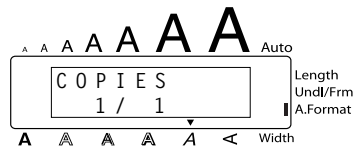
> *Mr. R. Becker*
> *29 South Main St.*
> *Los Angeles, CA 88888*

No.	Layout name	Tape width × label length	Layout fields	
1	VCR VHS-1	3/4" × 5.5" (18 mm × 140 mm)	① SYMBOL? ② TITLE? ③ SUBTITLE?	④ DURATION? ⑤ REC.MODE? ⑥ DATE?
2	VCR VHS-2	1" × 3.0" (24 mm × 77 mm)	① TITLE? ② SUBTITLE?	③ DATE?
3	VCR 8mm-1	3/8" × 2.9" (9 mm × 73 mm)	① SYMBOL? ② TITLE? ③ SUBTITLE?	④ DATE? ⑤ REC.MODE?
4	VCR 8mm-2	1/2" × 3.6" (12 mm × 92 mm)	① SYMBOL? ② TITLE? ③ SUBTITLE?	④ DURATION? ⑤ REC.MODE? ⑥ DATE?
5	VCR VHSC-1	1/2" × 1.7" (12 mm × 42 mm)	① TITLE?	② SUBTITLE?
6	VCR VHSC-2	3/4" × 3.2" (18 mm × 81 mm)	① SYMBOL? ② TITLE? ③ SUBTITLE?	④ DURATION? ⑤ REC.MODE? ⑥ DATE?
7	AUDIO-1	1/4" × 3.1" (6 mm × 80 mm)	① SYMBOL? ② TITLE?	③ SUBTITLE?
8	AUDIO-2	1/2" × 3.5" (12 mm × 89 mm)	① SYMBOL? ② TITLE?	③ SUBTITLE?
9	AUDIO-2	3/8" × 3.5" (9 mm × 89 mm)	① SYMBOL? ② TITLE?	③ SUBTITLE?
10	AUDIO-3	1/2" × 3.5" (12 mm × 89 mm)	① SYMBOL?	② TITLE?
11	AUDIO-3	3/8" × 3.5" (9 mm × 89 mm)	① SYMBOL?	② TITLE?
12	DAT-1	1/4" × 2.2" (6 mm × 56 mm)	① TITLE?	② SUBTITLE?
13	DAT-2	3/8" × 3.3" (9 mm × 85 mm)	① SYMBOL? ② TITLE?	③ SUBTITLE?
14	MINI DISK1	1/4" × 2.3" (6 mm × 59 mm)	① TITLE?	② SUBTITLE?
15	MINI DISK2	1" × 2.0" (24 mm × 52 mm)	① TITLE? ② SUBTITLE?	③ DURATION? ④ DATE?
16	NAME PLATE	1" × 4.0" (24 mm × 102 mm)	① NAME?	② COMPANY?
17	NAME PLATE	3/4" × 4.0" (18 mm × 102 mm)	① NAME?	② COMPANY?

No.	Layout name	Tape width × label length	Layout fields	
18	ADDRESS	1" × 2.0" (24 mm × 52 mm)	① NAME? ② ADDRESS1?	③ ADDRESS2? ④ ADDRESS3?
19		3/4" × 2.0" (18 mm × 52 mm)		
20	EQUIPMENT	1" × 3.1" (24 mm × 79 mm)	① TITLE? ② NAME?	③ NUMBER?
21		3/4" × 3.1" (18 mm × 79 mm)		
22	SLIDE	1/2" × 1.7" (12 mm × 42 mm)	① TITLE? ② DATE?	③ SUBTITLE?
23	PRICE	1" × 2.2" (24 mm × 57 mm)	① NAME?	② PRICE?
24		3/4" × 2.2" (18 mm × 57 mm)		
25	SALE PRICE	1" × 3.6" (24 mm × 92 mm)	① NAME? ② OLD PRICE	③ NEW PRICE
26		3/4" × 3.6" (18 mm × 92 mm)		
27	ORGANIZ. L	1" × 3.2" (24 mm × 82 mm)	① NAME? ② COMPANY? ③ ADDRESS1?	④ ADDRESS2? ⑤ ADDRESS3?
28	ORGANIZ. S	1" × 2.6" (24 mm × 65 mm)		
29	FILE LONG	1" × 7.2" (24 mm × 183 mm)		
30		3/4" × 7.2" (18 mm × 183 mm)		
31	FILE LONGV	1" × 7.2" (24 mm × 183 mm)		
32		3/4" × 7.2" (18 mm × 183 mm)	① TITLE?	
33	FILE SHORT	1" × 3.7" (24 mm × 94 mm)		
34		3/4" × 3.7" (18 mm × 94 mm)		
35		1/2" × 2.9" (12 mm × 74 mm)		
36		3/8" × 2.9" (9 mm × 74 mm)		
37	3.5" FLOPPY	1" × 2.7" (24 mm × 69 mm)	① TITLE? ② SUBTITLE?	③ NAME?
38		3/4" × 2.7" (18 mm × 69 mm)		

No.	Layout name	Tape width × label length	Layout fields	
39	miniDV1	3/8" × 1.7" (9 mm × 43 mm)	① TITLE? ② SUBTITLE?	③ DATE? ④ REC.MODE?
40	miniDV2	1/2" × 2.1" (12 mm × 55 mm)	① TITLE? ② SUBTITLE? ③ DURATION?	④ REC.MODE? ⑤ DATE?
41	FREE FORM 1	1" (24 mm)		
42	FREE FORM 1	3/4" (18 mm)		
43	FREE FORM 1	1/2" (12 mm)		
44	FREE FORM 1	3/8" (9 mm)	① 1 LINE?	② 2 LINE?
45	FREE FORM 2	1" (24 mm)		
46	FREE FORM 2	3/4" (18 mm)		
47	FREE FORM 2	1/2" (12 mm)		
48	FREE FORM 2	3/8" (9 mm)		

Auto format layouts for AV labels

No.	Layout name	Tape width × label length	Layout fields	
1	ADDRES1			
2	ADDRES2		① NAME? ② ADDRESS1?	③ ADDRESS2?
3	ADDRES3			
4	ADDRES4	AV2067 Address labels		
5	ADDRES5		① NAME? ② ADDRESS1?	③ ADDRESS2? ④ ADDRESS3?
6	ADDRES6			
7	ADDRES7		① NAME? ② ADDRESS1? ⑤ ADDRESS3?	③ ADDRESS2? ④ ADDRESS3?
8	RETURN1		① NAME? ② ADDRESS1?	③ ADDRESS2?
9	RETURN2	AV1957 Return address labels		
10	RETURN3		① NAME? ② ADDRESS1?	③ ADDRESS2? ④ ADDRESS3?
11	RETURN4			
12	FILING1		① LINE1?	
13	FILING2	AV1789 File folder labels		
14	FILING3		① LINE1?	② LINE2?
15	FILING4			

1 VCR VHS-1

♪ Jesse's concert
Robbins Hall

60 min.
Standard
8/6/02

2 VCR VHS-2

CLASSIC PARK
Normal mode
4/12/01

3 VCR 8mm-1

★ SKI TRIP
Swiss Alps

2/6/00
Standard

4 VCR 8mm-2

♪ Jim's Birthday
10th Birthday Party

60 min.
Normal
10/9/02

5 VCR VHSC-1

Joe's school play
8/12/01

6 VCR VHSC-2

★ Joe & Ann
Wedding at St. Michael's

60 min.
Normal
2/9/01

7 AUDIO-1

♪ FAVOURITE LOVE SONGS   Marie

8 AUDIO-2

♪ FAVOURITE OLDIES
(60's & 70's)

9 AUDIO-2

♪ FAVOURITE LOVE SONGS
Marie

10 AUDIO-3

♪ OLDIES (60's)

11 AUDIO-3

♪ OLDIES (70's)

12 DAT-1

Best of the 90's   Recorded live

13 DAT-2

♪ Best of the 90's   Recorded live

14 MINI DISK1

FAVOURITE SONGS   Marie

15 MINI DISK2

Best of the 90's   60 min.

Marie   1/1/00

16 NAME PLATE

Robert Becker
ABC Transport

17 NAME PLATE

Robert Becker
ABC Transport

18 ADDRESS

ABC Transport
29 South Main St.
Los Angeles, CA 88888
012-345-6789

19 ADDRESS

ABC Transport
29 South Main St.
Los Angeles, CA 88888
012-345-6789

20 EQUIPMENT

Property of
Sales Div.
0123

21 EQUIPMENT

Property of
Sales Division
0123

22 SLIDE

Hawaii
12/2/02
At the luau

23 PRICE

LABEL PRINTER
$67

24 PRICE

LABEL PRINTER
$67

25 SALE PRICE

LABEL PRINTER
$100 ➡ $90

26 SALE PRICE

LABEL PRINTER
$100 ➡ $90

27 ORGANIZ. L

Robert Becker

ABC Transport

29 Main St.
Highbury
London N51J2

28 ORGANIZ. S

Robert Becker
ABC Transport
29 South Main St.
Highbury, London H51J2
(0122) 111 2222

29 FILE LONG

August Sales Report

30 FILE LONG

August Sales Report

31 FILE LONGV

August Sales Report

32 FILE LONGV

August Sales Report

33 FILE SHORT

August Sales Report

34 FILE SHORT

August Sales Report

35 FILE SHORT

August Sales Report

36 FILE SHORT

August Sales Report

37 3.5″FLOPPY

August Sales Report
Overseas Sales Div.
R. Becker

38 3.5″FLOPPY

August Sales Report
Overseas Sales Div.
R. Becker

39 miniDV1

| Ben's concert | 12/12/02 |
| Schwartz Hall | LP speed |

40 miniDV2

2001 Sales Meeting	30 min
	SP speed
Presentation	11/12/01

41 FREE FORM1

R. Becker
ABC Import/Export

42 FREE FORM1

R. Becker
ABC Import/Export

43 FREE FORM1

R.Becker
ABC Import/Export

44 FREE FORM1

R. Becker
ABC Import/Export

45 FREE FORM2

ABC Import/Export
R. Becker

46 FREE FORM2

ABC Import/Export
R. Becker

47 FREE FORM2

ABC Import/Export
R. Becker

48 FREE FORM2

ABC Import/Export
R. Becker

Layout samples for AV labels

1 ADDRES1

Mr. R. Becker
29 South Main St.
Los Angeles, CA 88888

2 ADDRES2

Mr. R. Becker
29 South Main St.
Los Angeles, CA 88888

3 ADDRES3

Mr. R. Becker
29 South Main St.
Los Angeles, CA 88888

4 ADDRES4

Mr. R. Becker
29 South Main St.
Los Angeles, CA 88888

5 ADDRES5

Mr. R. Becker
ABC Import/Export
29 Main St.
Los Angeles, CA 88888

6 ADDRES6

Mr. R. Becker
ABC Import/Export
29 Main St.
Los Angeles, CA 88888

7 ADDRES7

Mr. R. Becker
Overseas Sales Div.
ABC Import/Export
29 Main St.
Los Angeles, CA 88888

1 RETURN1

R. Becker
29 South Main St.
Los Angeles, CA 88888

2 RETURN2

R. Becker
29 South Main St.
Los Angeles, CA 88888

3 RETURN3

R. Becker
ABC Import/Export
29 Main St.
Los Angeles, CA 88888

4 RETURN4

R. Becker
ABC Import/Export
29 Main St.
Los Angeles, CA 88888

1 FILING1

Sales Report

2 FILING2

August Sales Report

3 FILING3

August Sales Report
Overseas Sales Div.

4 FILING4

August Sales Report
Overseas Sales Div.

Character styles for TZ tape and AV labels

CHAR.STYLE setting	Sample	Font setting	Style setting
ORIGINAL	R. Becker ABC Transport	Layout default	
ITALIC	R. Becker ABC Transport	Layout default	ITALIC
DYNAMIC	R. Becker ABC Transport	FONT 8	SOLID

CHAR.STYLE setting	Sample	Font setting	Style setting
CUTE	R. Becker ABC Transport	FONT 4	OUTLINE
FORMAL	R. Becker ABC Transport	FONT 2	ITALIC
ELEGANT	R. Becker ABC Transport	FONT 3	NORMAL
NATURAL	R. Becker ABC Transport	FONT 6	NORMAL

TZ-Tape *AV-X-bel*

STAMP FUNCTION

The **Stamp** function allows you to quickly and easily create your own stamp stencil films for customized stamps. After inserting a stamp film cassette, select this function to automatically center the text and adjust the tape length and margins to a perfect format for the pre-inked stamp film holders. Since the stamp holder is reusable, just make a new stamp stencil film and replace the one in the holder.

To make a stamp:

❶ Type in the text, and then insert a medium (3/4″ (18 mm)-wide) or large (1″ (24 mm)-wide) stamp film cassette.

❷ Hold down (Code) and press (U ü) once. The message "STAMP FORMAT?" appears in the display.

❸ Press (⏎). The text is automatically formatted for the installed stamp: centered within the preset message area with the tape length and margins automatically adjusted.

❹ Press (Print) to cut the text out of the stamp stencil film.

❺ After the stamp stencil film is cut off, remove the backing paper from the stamp stencil film and affix it to the ink pad of a stamp film holder.

To cut a stamp:

❶ Enter the text and insert a stamp film cassette in the tape compartment.

❷ Hold down (Code) and press (Ü ü) [Stamp].

A A A A A **A A** Auto

```
S T A M P
F O R M A T ?
```

Length
Und**l**/Frm
A.Format

A 𝔸 𝔸 𝔸 *A* ◁ Width

❸ Press (↵) [New Block].

A A A A A **A A** Auto

```
1: J   S m i t h
2: 1 2 3 4   M a i n
```

Length
Und**l**/Frm
A.Format

A 𝔸 𝔸 𝔸 *A* ◁ Width

❹ Press (Print) [Mirror] to engrave the stamp stencil film, and then automatically cut it off.

A A A A A **A A** Auto

```
C O P I E S
    1 /   1
```

Length
Und**l**/Frm
A.Format

A 𝔸 𝔸 𝔸 *A* ◁ Width
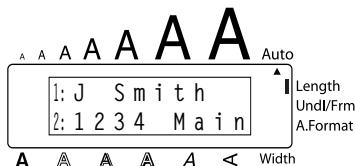
To affix a stamp:

❺ Remove the stamp frame from around the stamp film holder ink pad, one side at a time, and then remove the protective seal covering the ink pad and the backing paper from the stamp stencil film.

❻ With the glossy side of the stamp stencil film upward, align one of its ends with the slit on the side of the stamp film holder.

Glossy side

Tape end

Slit
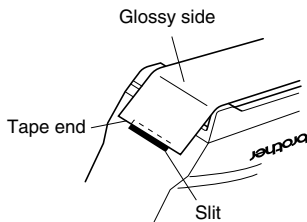
➐ Hold the end of the stamp stencil film in place with your thumb, and then pass the tape through the guides while pulling it tight.

Guides
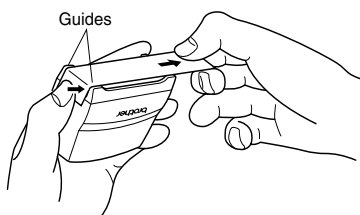
➑ Fold the other end of the stamp stencil film over the other side of the stamp film holder and hold it in place with your finger.

Fold over
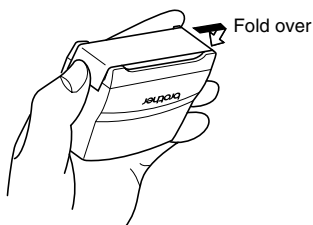
➒ Fit the stamp frame over the stamp stencil film and push it into place.
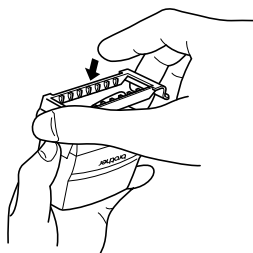
➓ Insert the stamp film holder straight into its cap.
☞ *Be sure that the stamp is correctly covered in order to prevent ink spills.*
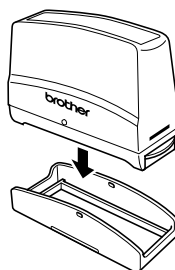
LOCAL FORMAT FUNCTION

The **Local format** function allows you to emphasize a block of the text by printing it with a font, size, width, style, underline or frame setting that is different from the rest of the text. In order to apply local formatting, the text must be divided into blocks. (For more details, refer to *NEW BLOCK KEY* on page 52.)

To use the Local format function:

❶ Press (◄), (►), (▲) or (▼) to position the cursor in the block that will be given a different format.

☞ *Be sure not to position the cursor below ↵ .*

❷ Hold down (Code) and press (S) once. "BLOCK FORM" appears in the top row of the display to indicate that the current text block will have the local format.

❸ Select the desired font, size, width, style, underline or frame setting as described on pages 78 to 86. The selected setting will only be applied to the text block containing the cursor.

☞ *When selecting a format setting, the current setting is displayed first.*

When selecting a frame setting for local formatting, only the square and rounded frames are available.

Since only one local format setting at a time can be applied to the text block, repeat the above procedure for each additional format that you wish to apply.

Only one setting of a format can be applied to a single text block. For example, two different fonts cannot be applied to the same text block.

EXAMPLE

To select the I+SHAD style setting for part of the text:

❶ Press (◄), (►), (▲) or (▼) to position the cursor in the shelf number block.

```
1: B 1 ↵
```
Length
Undl/Frm
A.Format
Width

❷ Hold down (Code) and press (S) once.

```
B L O C K    F O R M
1: B 1 ↵
```
Length
Undl/Frm
A.Format
Width

❸ Press Style once.

```
S T Y L E        A
N O R M A L
```
Length
Undl/Frm
A.Format
Width
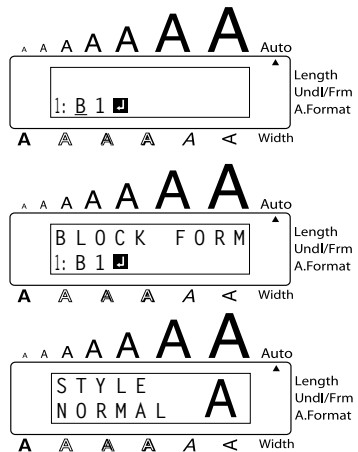
❹ Continue pressing ◯ Style until the **I+SHAD** style setting is displayed.

❺ Press ⬚ New Block.

FONT FUNCTION

With the **Font** function, you can choose one of eight fonts for your text.

The following font settings are available:

FONT 1	FONT 2	FONT 3	FONT 4
(HELSINKI)	(BRUSSELS)	(US)	(FLORIDA)
FONT 5	FONT 6	FONT 7	FONT 8
(BELGIUM)	(SAN DIEGO)	(LOS ANGELES)	(ISTANBUL)

The default font setting is **FONT 1**.

To change the font setting:

❶ Press ◯ Font once to display the current font setting.

❷ Continue pressing ◯ Font until the desired font setting is displayed.

❸ Press ⬚ New Block to apply the selected font setting to the text.

EXAMPLE

To select the FONT 2 font setting:

❶ Press ◯ Font once.
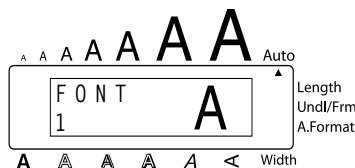
❷ Continue pressing ○ (Font) until **FONT 2** is displayed.

```
A  A  A  A  A  A  A  Auto
┌─────────────────────┐
│ F O N T          ▲  │ Length
│ 2            A      │ Undl/Frm
└─────────────────────┘ A.Format
  A   A   A   A   A  ◁  Width
```

❸ Press ⏎ (New Block).
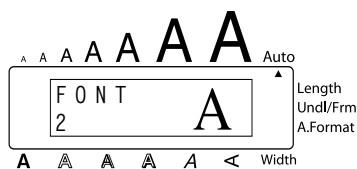
TZ-Tape AV-Label   *SIZE & WIDTH FUNCTIONS*

The character size can be adjusted using both the **Size** and **Width** functions. Since the character size that can be used depends on the width of the tape, the following table shows the character sizes that can be used with each tape width.

TZ-Tape

Tape Widths	Sizes (in points)
1/4" (6 mm)	6, 9, 12
3/8" (9 mm)	6, 9, 12, 18
1/2" (12 mm)	6, 9, 12, 18, 24
3/4" (18 mm)	6, 9, 12, 18, 24, 36
1" (24 mm)	6, 9, 12, 18, 24, 36, 48

AV-Label

Label sizes	Sizes (in points)
AV2067 Address labels: 3/4" × 2 5/8" (20 mm × 67 mm)	6, 9, 12, 18, 24, 36, 48
AV1957 Return address labels: 3/4" × 2 1/4" (19 mm × 57 mm)	6, 9, 12, 18, 24, 36
AV1789 File folder labels: 5/8" × 3 1/2" (17 mm × 89 mm)	6, 9, 12, 18, 24, 36

The default size setting is **AUTO** and the default width setting is **MEDIUM**. The currently selected size setting is always shown by the indicator above the display. In addition, when a width setting other than **MEDIUM** is selected, the **Width** indicator comes on.

With the **AUTO** size setting, the machine compares your text with the width of the installed tape and automatically adjusts the characters to the largest possible size. However, seven other point sizes are also available, and each can be printed with any of the three width settings.

☞ *With the **AUTO** setting selected and a 1″ (24 mm)-, 3/4″ (18 mm)- or 1/2″ (12 mm)-wide TZ tape cassette installed, text consisting of just one line of only uppercase letters (and no accented characters) will be printed with a character size slightly larger than the maximum character size possible for that tape width (i.e., 62 points for 1″ (24 mm)-wide tape, 48 points for 3/4″ (18 mm) wide tape and 29 points for 1/2″ (12 mm) wide tape).*

☞ *With the **AUTO** setting selected and an AV label cassette installed, text consisting of just one line of only uppercase letters (and no accented characters) will be printed with a character size slightly larger than the maximum character size possible for that label (i.e., 62 points for AV2067 address labels and 48 points for AV1957 return address labels and AV1789 file folder labels).*

Size setting (in points)	Width setting NARROW	Width setting MEDIUM	Width setting WIDE
6	ABC	ABC	ABC
9	ABC	ABC	ABC
12	ABC	ABC	ABC
18	ABC	ABC	ABC
24	ABC	ABC	ABC
36	ABC	ABC	ABC
48	ABC	ABC	ABC

To change the size setting:

❶ Press ◯ (Size) once to display the current size setting.

❷ Continue pressing ◯ (Size) until the desired size setting is displayed.

☞ *The current size setting is shown by the size indicator at the top of the display.*

❸ Press (↵) (New Block) to apply the selected size setting to the text.

To select the 24 point size setting:

❶ Press ◯ once.

A A A A A A **A A** Auto
```
S I Z E    ᴀᴀᴀ𝐀𝐀
A U T O    
```
Length
Undl/Frm
A.Format
A 𝔸 𝔄 𝘈 𝘈 ◁ Width

❷ Continue pressing ◯ until **24** is displayed.

A A A A A **A A** Auto
```
S I Z E        
2 4        A
```
Length
Undl/Frm
A.Format
A 𝔸 𝔄 𝘈 𝘈 ◁ Width

❸ Press (⏎).

To change the width setting:

❶ Press ◯_Width once to display the current width setting.

❷ Continue pressing ◯_Width until the desired width setting is displayed.

☞ *The **Width** indicator comes on when a setting other than **MEDIUM** is selected.*

❸ Press (⏎) to apply the selected width setting to the text.

To select the WIDE width setting:

❶ Press ◯_Width once.

A A A A A A **A A** Auto
```
W I D T H        
M E D I U M    A
```
Length
Undl/Frm
A.Format
A 𝔸 𝔄 𝘈 𝘈 ◁ Width

❷ Continue pressing ◯_Width until **WIDE** is displayed.

A A A A A A **A A** Auto
```
W I D T H        
W I D E    A
```
Length
Undl/Frm
A.Format
A 𝔸 𝔄 𝘈 𝘈 ◁ Width
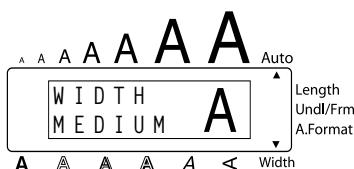
❸ Press (⏎).

STYLE FUNCTION

You can choose from eleven different character styles to apply to your text (including vertical printing).

☞ *Characters printed using the smaller sizes may be difficult to read if certain style settings (e.g., **I+SHAD**) are selected.*

The following style settings are available:

NORMAL, **BOLD**, **OUTLINE**, **SOLID**, **SHADOW**, **ITALIC**, **I+BOLD** (italic & bold), **I+OUTL** (italic & outline), **I+SOLID** (italic & solid), **I+SHAD** (italic & shadow), **VERT** (vertical)

The default style setting is **NORMAL**. The style indicator at the bottom of the display shows the current style setting when any setting other than **NORMAL** is selected.

Refer to *Reference* at the end of this section for samples of the available settings.

To change the style setting:

❶ Press ◯ _Style_ once to display the current style setting.

❷ Continue pressing ◯ _Style_ until the desired style setting is displayed.

    ☞ *The current style setting is shown by the style indicator at the bottom of the display.*

❸ Press (↵) _New Block_ to apply the selected style setting to the text.

EXAMPLE

To select the I+SHAD style setting:

❶ Press ◯ _Style_ once.

❷ Continue pressing ◯ _Style_ until **I+SHAD** is displayed.

❸ Press (↵) _New Block_ .

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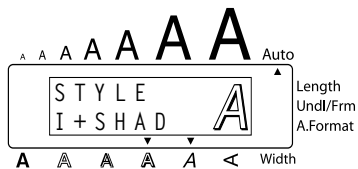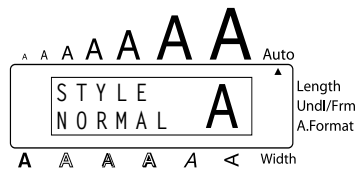
Font Setting	Style Setting					
	NORMAL	**BOLD**	**OUTLINE**	**SOLID**	**SHADOW**	**ITALIC**
FONT 1	ABC	ABC	ABC	ABC	ABC	ABC
FONT 2	ABC	ABC	ABC	ABC	ABC	ABC
FONT 3	ABC	ABC	ABC	ABC	ABC	ABC
FONT 4	ABC	ABC	ABC	ABC	ABC	ABC
FONT 5	ABC	ABC	ABC	ABC	ABC	ABC
FONT 6	ABC	ABC	ABC	ABC	ABC	ABC
FONT 7	ABC	ABC	ABC	ABC	ABC	ABC
FONT 8	ABC	ABC	ABC	ABC	ABC	ABC

Font Setting	Style Setting				
	I+BOLD	**I+OUTL**	**I+SOLID**	**I+SHAD**	**VERT**
FONT 1	ABC	ABC	ABC	ABC	ABC
FONT 2	ABC	ABC	ABC	ABC	ABC
FONT 3	ABC	ABC	ABC	ABC	ABC
FONT 4	ABC	ABC	ABC	ABC	ABC
FONT 5	ABC	ABC	ABC	ABC	ABC
FONT 6	ABC	ABC	ABC	ABC	ABC

Font Setting	Style Setting				
	I+BOLD	**I+OUTL**	**I+SOLID**	**I+SHAD**	**VERT**
FONT 7	$\boldsymbol{ABC}$	ABC	$\boldsymbol{ABC}$	ABC	A B C
FONT 8	$\boldsymbol{ABC}$	ABC	$\boldsymbol{ABC}$	ABC	A B ∨

TZ-Tape / AV-Label

UNDERLINE FUNCTION

You can emphasize your text by underlining it or striking it out.

The default underline setting is **OFF**. When the **Underline** function is set to any setting other than **OFF**, the **Udl/Frm** indicator on the right side of the display comes on.

UNDL
ON1

ABC

UNDL
ON2

ABC

To change the underline setting:

① While holding down (Code), press (⅝) [Underline] once, and keep (Code) held down to display the current underline setting.

② While still holding down (Code), continue pressing (⅝) [Underline] until the desired underline setting is displayed.

☞ *The **Udl/Frm** indicator comes on when a setting other than **OFF** is selected.*

③ Release (Code) to apply the selected underline setting to the text.

EXAMPLE

To select the ON1 underline setting:
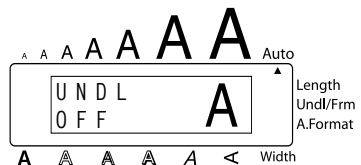
① While holding down (Code), press (⅝) [Underline] once, and keep (Code) held down.

A A A A A A A   Auto

```
U N D L          A
O F F
```
Length
Undl/Frm
A.Format

A A A A *A* ◁   Width

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② While still holding down (Code), continue pressing (⅚) until **ON1** is displayed.

```
UNDL
ON1        A
```

Underline

A A A A A A A Auto

Length
Undl/Frm
A.Format

A A A A A ◁ Width

③ Release (Code).
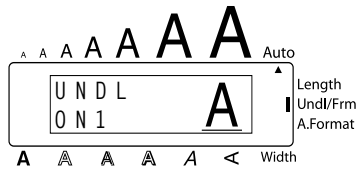
FRAME FUNCTION

With the **Frame** function, you can choose from various frames and highlights to design a more decorative or emphasized label.

The default setting is **OFF**; however, 18 other settings are also available. Refer to *Reference* at the end of this section for samples of the available settings.

When any setting other than **OFF** is selected, the **Udl/Frm** indicator on the right side of the display comes on.

To change the frame setting:

① While holding down (Code), press (¢₆) once, and keep (Code) held down to display the current frame setting.

② While still holding down (Code), continue pressing (¢₆) until the desired frame setting is displayed.

☞ *The **Udl/Frm** indicator comes on when any setting other than **OFF** is selected.*

③ Release (Code) to apply the selected frame setting to the text.

EXAMPLE

To select the candy frame setting:

① While holding down (Code), press (¢₆) once, and keep (Code) held down.

```
FRAME
OFF
```

A A A A A A A Auto

Length
Undl/Frm
A.Format

A A A A A ◁ Width

2 While still holding down Code, continue pressing

$\overset{\text{Frame}}{\underset{6}{\mathbb{C}}}$ until the candy frame is displayed.

3 Release Code.

ABC	ABC	ABC
ABC	ABC	ABC
ABC	ABC	ABC
ABC	ABC	ABC
ABC	ABC	ABC
ABC	ABC	ABC
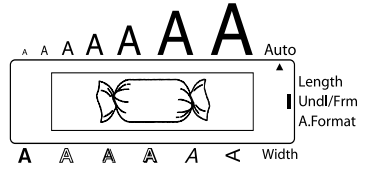
TAPE MARGIN FUNCTION

The **Tape margin** function allows you to adjust the size of the margins on the left and right sides of your text.

The default tape margin setting is **FULL**; however, three other settings are also available.

FULL
(1" (24 mm) margins)

ABC

NONE
(1/6" (4 mm) margins)

ABC

NARROW
(5/16" (8 mm) margins)

ABC

HALF
(1/2" (12 mm) margins)

ABC

☞ *When a setting other than **FULL** is selected, extra tape is fed out before printing starts. The extra tape is cut off of TZ labels if the **TZ Cut** function is set to **ON**. This makes the left and right margins equal.*
The tape margin setting is only applied to labels printed on TZ tape. The tape margins of AV labels cannot be adjusted.

To change the tape margin setting:

❶ While holding down (Code), press (E) once, and keep (Code) held down to display the current tape margin setting.

❷ While still holding down (Code), continue pressing (E) until the desired tape margin setting is displayed.

❸ Release (Code) to apply the selected tape margin setting to the entire text.

EXAMPLE

To select the HALF tape margin setting:

❶ While holding down (Code), press (E) once, and

keep (Code) held down.

A A A A A A A A Auto

MARGIN
FULL

Length
Undl/Frm
A.Format

A A A A A ◁ Width

② While still holding down (Code), continue pressing (E) Tape until **HALF** is displayed.

A A A A A A **A** Auto

```
M A R G I N
H A L F
```

Length
Undl/Frm
A.Format

A Ａ Ａ Ａ *A* ◁ Width

③ Release (Code).

HORIZONTAL ALIGNMENT FUNCTION

You can choose to align the text in one of three ways. In addition, if the **Length** function was used to set the length of the label, the text will align within the label according to the selected horizontal alignment setting.

The default setting is **LEFT**; however, two other settings are also available.

LEFT
```
AB
CDE
FG
```

RIGHT
```
         AB
        CDE
         FG
```

CENTER
```
   AB
  CDE
   FG
```

☞ *The horizontal alignment setting can be applied to text printed on both TZ tape and AV labels.*

To change the horizontal alignment setting:

① While holding down (Code), press (R) Align once, and keep (Code) held down to display the current horizontal alignment setting.

② While still holding down (Code), continue pressing (R) Align until the desired horizontal alignment setting is displayed.

③ Release (Code) to apply the selected horizontal alignment setting to the entire text.

To select the RIGHT horizontal alignment setting:

❶ While holding down (Code), press (R) once, and

keep (Code) held down.
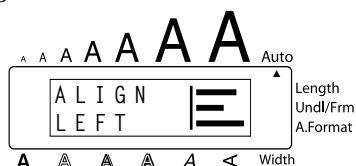
❷ While still holding down (Code), continue pressing
(R) until **RIGHT** is displayed.

❸ Release (Code).

MIRROR PRINTING FUNCTION

This function prints your label so that the text can be read from the adhesive side of the tape. If mirror-printed labels are attached to glass or some other transparent material, they can be read correctly from the opposite side.

☞ *When using the **Mirror printing** function, the text should be printed on **CLEAR TAPE**.*
The default mirror printing setting is **OFF**.

When the **Mirror printing**
function is set to **ON**:

To change the mirror printing setting:

❶ While holding down (Code), press (Print) once, and keep (Code) held down to display the current mirror printing setting.

❷ While still holding down (Code), continue pressing (Print) until the desired mirror printing setting is displayed.

❸ Release (Code) to apply the selected mirror printing setting to the entire text.

To select the ON mirror printing setting:

❶ While holding down (Code), press (Print) once, and

keep (Code) held down.

A A A A A **A A** Auto
```
MIRROR    A B C
OFF
```
Length
Undl/Frm
A.Format

A A A A A ◁ Width

❷ While still holding down (Code), continue pressing

(Print) until **ON** is displayed.

A A A A A **A A** Auto
```
MIRROR    ƆꓭA
ON
```
Length
Undl/Frm
A.Format

A A A A A ◁ Width

❸ Release (Code).

TZ-Tape · AV-Label
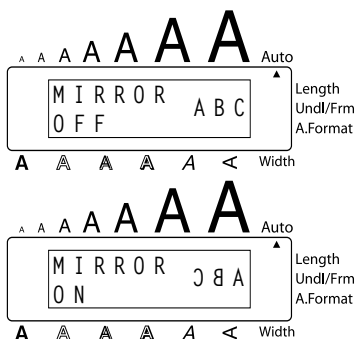
LENGTH FUNCTION

Although the length of the printed label automatically adjusts to fit the length of the entered text, there may be times when you will want to make a label with a specific length. The **Length** function allows you to set the label length between 1.6″ and 11.8″ (4.0 cm and 30.0 cm).

The default length setting is **OFF**. When the **Length** function is set to **ON**, the **Length** indicator on the right side of the display comes on.

☞ *The label length setting is only applied to labels printed on TZ tape. The label length of AV labels cannot be adjusted.*

To turn the Length function on or off:

❶ While holding down (Code), press (T) once, and keep (Code) held down to display the current length of the label (the text and both margins). Then, the display will show the current label length setting (**ON** or **OFF**).

❷ While still holding down (Code), continue pressing (T) until the desired label length setting is displayed.

☞ *The **Length** indicator comes on when **ON** is selected.*

❸ Release (Code). If **ON** was selected, the current label length setting is displayed.

❹ Press (▲) or (▼) to select the desired length or use the number keys to enter a length.

☞ *To change the units (inches or centimeters) used to display the label length, press (Mₙ) until the desired units are displayed.*
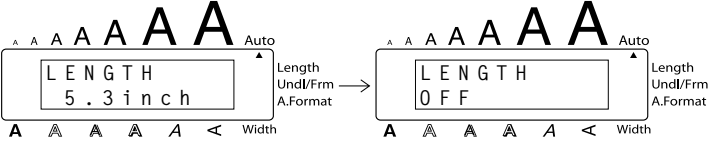
To change the length in 1″ (1.0-cm) steps, hold down either (▲) or (▼), and then release the key when the desired setting is displayed.

❺ Press ⏎ (New Block).

EXAMPLE

To select a label length of 5":

❶ While holding down (Code), press (T\) Length once, and keep (Code) held down.

```
L E N G T H
5 . 3 i n c h
```
Length
Undl/Frm
A.Format
→
```
L E N G T H
O F F
```
Length
Undl/Frm
A.Format

❷ While still holding down (Code), continue pressing (T\) Length until **ON** is displayed.

```
L E N G T H
O N
```
Length
Undl/Frm
A.Format

❸ Release (Code).

```
L E N G T H
4 . 0 i n c h
```
Length
Undl/Frm
A.Format

❹ Press (▲) Home until **5.0 inch** is displayed.

```
L E N G T H
5 . 0 i n c h
```
Length
Undl/Frm
A.Format

❺ Press ⏎ (New Block).
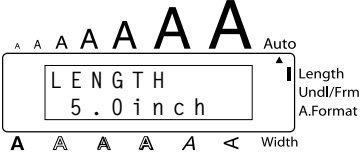
TZ-Tape   AV-Label

BARCODE FUNCTION

The **Barcode** function, which enables barcodes to be printed as a part of label, is one of this machine's most advanced features.

☞ *This section will explain how to enter a barcode into your text. It is not intended as a comprehensive introduction to the concept of barcoding. For more detailed information, please consult one of the many reference books available.*

Since this machine is not specifically designed for special barcode label-making, some barcode readers may not be able to read the labels.

Print barcodes with black ink on a white background.

Four different parameters enable you to create custom barcodes.

| PARAMETER	SETTINGS
PROTOCOL	CODE 39, I-2/5, EAN13, EAN8, UPC-A, UPC-E, CODE128
WIDTH (barcode width)	LARGE, SMALL
UNDER#S (characters printed below barcode)	ON, OFF
CH.DIG. (check digit)	OFF, ON

The default settings are **CODE 39 PROTOCOL**, **LARGE WIDTH**, **UNDER#S** set to **ON**, and **CH.DIG.** set to **OFF**.

☞ *It is recommended that barcodes be printed with the **Tape margin** function set to **FULL** and the barcode **WIDTH** parameter set to **LARGE**; otherwise, the barcodes may be difficult to read.*

To use the Barcode function:

❶ Hold down (Code) and press (Y~) once.

☞ *To change the data or parameters of a barcode that has already been created, position the cursor below the right half of the barcode mark (‖‖‖) before holding down (Code) and pressing (Y~).*

A block can only contain one barcode. If a barcode has already been entered in the block when (Code) is held down and (Y~) is pressed, the error message "1 BARCODE PER BLOCK!" appears.

*To quit the **Barcode** function without making any changes, hold down (Code) and press (Y~).*

❷ Type in the new barcode data or edit the old data.

To change the barcode parameter settings:

❸ Press (▲).

☞ *To return to the barcode data without changing any parameter settings, press (BS).*

❹ Press (◀) or (▶) until the parameter that you wish to change appears.

❺ Press (▲) or (▼) until the desired setting is displayed.

❻ Repeat steps ❹ and ❺ until all parameters are set as you wish.

❼ Press (↵).

To add a special character to the barcode data:

❽ Press (◀) or (▶) until the cursor is below the character immediately to the right of where you wish to add the special character.

❾ Hold down (Code) and press (Alt).

❿ Press (▲) or (▼) until the desired special character is displayed.

☞ *The following special characters can only be entered when using protocol **CODE 39**.*

SYMBOL	SPECIAL CHARACTER
1	+
2	$

*The following special characters can only be entered when using protocol **CODE 128**.*

VALUE	SPECIAL CHARACTER	VALUE	SPECIAL CHARACTER	VALUE	SPECIAL CHARACTER
3	#	69	ENQ	87	ETB
4	$	70	ACK	88	CAN
11	+	71	BEL	89	EM
28	<	72	BS	90	SUB
29	=	73	HT	91	ESC
30	>	74	LF	91	{
32	@	75	VT	92	FS
59	[	76	FF	92		
60	\	77	CR	93	GS
61	]	78	SO	93	}
62	^	79	SI	94	RS
63	_	80	DLE	94	~
64	NUL	81	DC1	95	US
64	`	82	DC2	95	DEL
65	SOH	83	DC3	96	FNC 3
66	STX	84	DC4	97	FNC 2
67	ETX	85	NAK	100	FNC 4
68	EOT	86	SYN	102	FNC1

⓫ Press ⏎ (New Block) to add the selected special character to the barcode data.

To add the barcode to your text:

⓬ Press ⏎.

EXAMPLE

To add a barcode to the label:

❶ Hold down (Code) and press (Y~) once.

CODE 39

❷ Press (▲).

PROTOCOL →
-CODE 39-

❸ Press (◄) or (►) until the **CH.DIG.** parameter is displayed.

← CH . DIG .
- OFF -
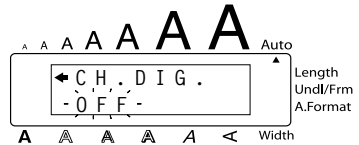
❹ Press (▲) or (▼) until **ON** is displayed.

← CH . DIG .
- ON -

❺ Press ⏎.

CODE 39

❻ Press (1i), (@2), (#3), then (\$4).

CODE 39
* 1 2 3 4 A *

❼ Press ⏎.

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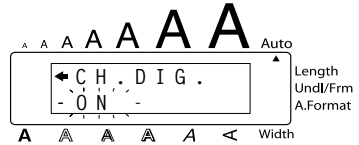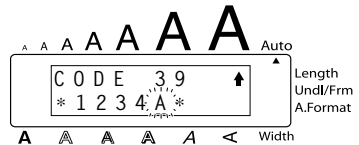
The **TZ Cut** function allows you to set whether or not the machine will automatically cut each TZ label after it is printed. Turn on the **TZ Cut** function before starting to print in order to cut the labels automatically after printing them.

TZ-Tape

☞ *After printing a label on TZ tape with the **TZ Cut** function set to **OFF**, hold down (Code) and press (Space) once to feed the tape, then cut it.*

AV-Label

☞ *AV labels are always cut off after each one is printed regardless of the current TZ cut setting. However, when printing multiple copies of AV labels with the **Numbering** function, **Repeat printing** function or **Memory print** function, you can choose whether to cut off each label after it is printed or cut off the string of labels only after they have all been printed.*
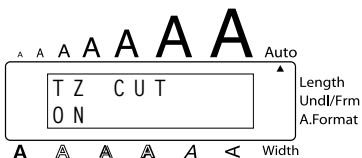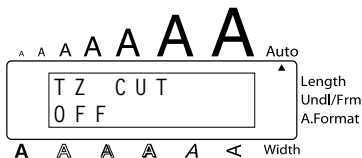
To turn the TZ Cut function on or off:

❶ While holding down (Code), press (Z) once, and keep (Code) held down to display the current TZ cut setting.

❷ While still holding down (Code), continue pressing (Z) until the desired TZ cut setting is displayed.

❸ Release (Code) to apply the selected TZ cut setting.

EXAMPLE

To turn the TZ Cut function on:

❶ While holding down (Code), press (Z) once, and keep (Code) held down.

```
T Z   C U T
O F F
```

❷ While still holding down (Code), continue pressing (Z) until **ON** is displayed.

❸ Release (Code).

```
T Z   C U T
O N
```

PRINT KEY

After you have entered your text and chosen the desired format settings, you are ready to print.

TZ-Tape

☞ *If the **TZ Cut** function is set to **ON**, TZ labels will automatically be cut after they are printed.*

AV-Label

☞ *AV labels are always cut off after they are printed. However, when printing multiple copies of AV labels with the **Numbering** function, **Repeat printing** function or **Memory print** function, you can choose whether to cut off each label after it is printed or cut off the string of labels only after they have all been printed.*

To print a label:

● Press (Print) once. The message "COPIES" followed by the number of the label being printed is displayed.

☞ *If the selected character size is too large for the width of the installed tape cassette, the message "CHR SIZE AUTO?" appears. To allow the text size to automatically be adjusted, press (Print) or (↵). To stop the text size from being changed, press (BS).*

EXAMPLE

To print and cut a label:

● Press (Print) once.

```
A  A  A  A  A  A  A  A     Auto
     C O P I E S                    Length
        1 / 1                       Undl/Frm
                                    A.Format
  A    A    A    A    A    A    Width
```

FEED & CUT FUNCTION

The **Feed & Cut** function is used to feed out 1" (24 mm) of TZ tape and automatically cut it off, for example, after printing with the **TZ Cut** function set to **OFF** or when printing has been interrupted.

☞ *Only TZ tape can be fed out and cut using this function. If an AV label cassette is installed when (Code) is held down and (Space) is pressed, the error message "CAN'T FEED AV LABELS" appears.*

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To feed and cut off 1″ (24 mm) of TZ tape:

● Hold down (Code) and press (Space) once. 1″ (24 mm) of tape is fed out and cut off.

TZ-Tape / AV-Label

NUMBERING FUNCTION

This function can be used to print many copies of the same text while increasing certain characters (letters, numbers or barcode data) after each label is printed. This type of automatic incrementation is very useful when printing serial number labels, production control labels or other labels requiring ascending codes.

Letters and numbers increase as shown below:

    0   ➜   1   ➜   ...9   ➜   0   ➜   ...
    A   ➜   B   ➜   ...Z   ➜   A   ➜   ...
    a   ➜   b   ➜   ...z   ➜   a   ➜   ...
    A0 ➜   A1 ➜   ...A9 ➜   B0 ➜   ...

Spaces (shown as underlines "_" in the examples below) can be used to adjust the spacing between characters or to control the number of digits that are printed:

    _9   ➜   10   ➜   ...99   ➜   _0   ➜   ...
    _Z   ➜   AA   ➜   ...ZZ   ➜   _A   ➜   ...
    1_9 ➜   2_0 ➜   ...9_9 ➜   __0 ➜   ...

☞ *Only one numbering field can be selected from any text.*

If you include a non-alphanumeric character such as a symbol in the numbering field, only the letters and numbers in the numbering field will be increased when the labels are printed, or just one label will be printed if the field only contains a non-alphanumeric character.

To use the Numbering function:

❶ Hold down (Code) and press (O₀) Number. The message "START?" appears in the display.

   ☞ *To cancel the **Numbering** function at any time, hold down (Code) and press (O₀) Number (or press just (BS)).*

❷ Press (◄), (►), (▲) or (▼) until the first character that you wish to select for the numbering field is flashing.

   ☞ *The last number to be printed can also be selected by pressing (▲) Home or (▼) End. A number lower than the one that was selected cannot be entered.*

❸ Press (↵) New Block. The message "END?" appears in the display.

   ☞ *If a barcode was selected, "NUMBER" appears in the display instead. Skip to step ❻ to continue printing with the **Numbering** function.*

❹ Press (◄), (►), (▲) or (▼) until all of the characters that you wish to select for the number field are flashing.

   ☞ *A barcode cannot be selected in addition to other characters.*

❺ Press (↵) New Block. The message "NUMBER" appears in the display.

6 Press $\overset{\text{Home}}{(\blacktriangle)}$ or $\overset{\text{End}}{(\blacktriangledown)}$ until the desired number of copies is displayed, or use the number keys to type in the number.

7 Press $\overset{\text{Mirror}}{(\text{Print})}$ (or $\overset{\text{New Block}}{(\leftarrow\!\!\!\rfloor)}$).

TZ-Tape

The set number of labels is printed. The number of the copy being printed is displayed.

☞ *If the **TZ Cut** function is set to **ON**, each TZ label is automatically cut off after it is printed.*
This completes the procedure for TZ tapes; disregard steps 8 and 9.

AV-Label

CUT MENU appears in the display. Continue with step 8 to finish printing.

8 Press $\overset{\text{Home}}{(\blacktriangle)}$ or $\overset{\text{End}}{(\blacktriangledown)}$ until the desired setting (**EACH LABEL** or **AFTER LAST**) is displayed.
If **EACH LABEL** is selected, each label is cut off after it is printed.
If **AFTER LAST** is selected, the string of labels are cut off only after they have all been printed.

9 Press $\overset{\text{Mirror}}{(\text{Print})}$ or $\overset{\text{New Block}}{(\leftarrow\!\!\!\rfloor)}$ to begin printing the labels. The number of the copy being printed is displayed.

EXAMPLE

To print three labels with numbers 1, 2 and 3:

❶ Hold down (Code) and press $\overset{\text{Number}}{(O_6)}$.

```
START?
1:STUDIO -1-
```

❷ Press $\overset{\text{New Block}}{(\leftarrow\!\!\!\rfloor)}$.

```
END
1:STUDIO -1-
```

❸ Make sure that just "1" is flashing, and then press $\overset{\text{New Block}}{(\leftarrow\!\!\!\rfloor)}$.

```
NUMBER
-1-
```

❹ Press $(\#_3)$.

```
NUMBER
-3-
```

❺ Press (Print) (or (↵)).

If TZ tape is being printed on:

```
C O P I E S
    1 /  3
```
Length
Undl/Frm
A.Format
Width

→

```
C O P I E S
    2 /  3
```
Length
Undl/Frm
A.Format
Width

```
C O P I E S
    3 /  3
```
Length
Undl/Frm
A.Format
Width
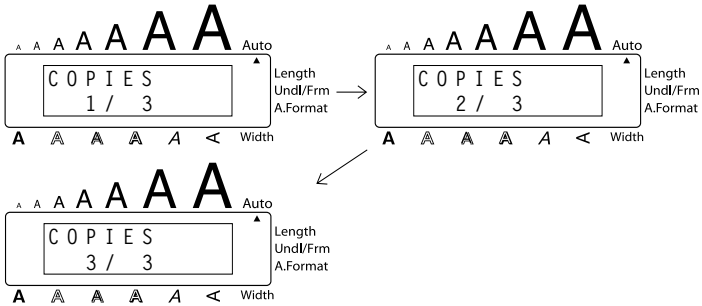
| STUDIO 1 | STUDIO 2 | STUDIO 3 |

If AV labels are being printed on:

In the following example, **CUT MENU** is set to **EACH LABEL**.

```
C U T   M E N U
E A C H   L A B E L
```
Length
Undl/Frm
A.Format
Width

❻ Press (Print) (or (↵)).

```
C O P I E S
    1 /  3
```
Length
Undl/Frm
A.Format
Width

→

```
C O P I E S
    2 /  3
```
Length
Undl/Frm
A.Format
Width

```
C O P I E S
    3 /  3
```
Length
Undl/Frm
A.Format
Width
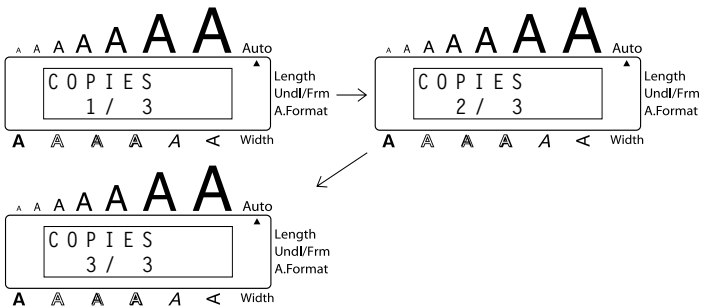
STUDIO 1   STUDIO 2   STUDIO 3

☞ *If **CUT MENU** was set to **AFTER LAST**, the string of three labels would not be cut off until after the last one is printed.*

REPEAT PRINTING FUNCTION

This function allows you to print up to 99 copies of the same text.

To use the Repeat printing function:

❶ Hold down (Code) and press (¹ᵢ). The message "COPIES" appears in the display with the default setting **1**, which may be changed as necessary.

☞ *To cancel the **Repeat printing** function at any time, hold down (Code) and press (¹ᵢ) (or press just (BS)).*

❷ Press (▲) or (▼) until the desired number of copies is displayed, or use the number keys to type in the number.

❸ Press (Print) (or (↵))

TZ-Tape

The set number of labels is printed. The number of the copy being printed is displayed.

☞ *If the **TZ Cut** function is set to **ON**, each TZ label is automatically cut off after it is printed.*

This completes the procedure for TZ tapes; disregard steps ❹ and ❺.
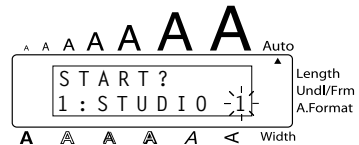
AV-Label

CUT MENU appears in the display. Continue with step ❹ to finish printing.

❹ Press (▲) or (▼) until the desired setting (**EACH LABEL** or **AFTER LAST**) is displayed.
If **EACH LABEL** is selected, each label is cut off after it is printed.
If **AFTER LAST** is selected, the string of labels are cut off only after they have all been printed.

❺ Press (Print) (or (↵)) to begin printing the labels. The number of the copy being printed is displayed.

☞ *The **Repeat printing** function cannot be used to print text entered using the **Auto Format** function.*

To print three copies of a label:
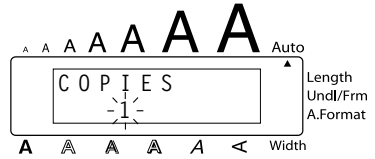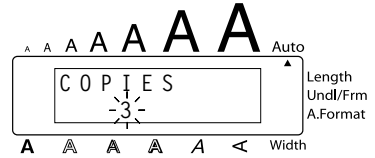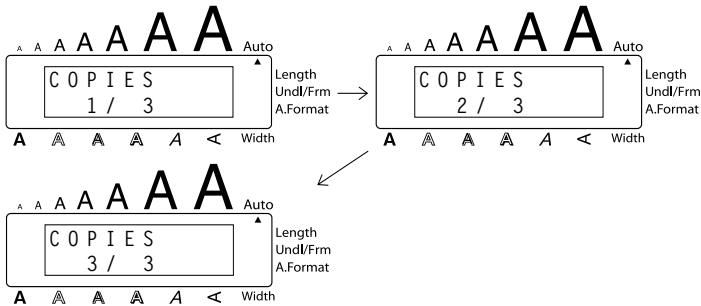
❶ Hold down (Code) and press (I i) *Repeat*.

```
C O P I E S
     1
```
Length
Undl/Frm
A.Format
Auto
Width

❷ Press (# 3).

```
C O P I E S
     3
```
Length
Undl/Frm
A.Format
Auto
Width

❸ Press (Print) *Mirror* (or (↵) *New Block*).

If TZ tape is being printed on:

```
C O P I E S
   1 / 3
```
Length
Undl/Frm
A.Format
Auto
Width

→

```
C O P I E S
   2 / 3
```
Length
Undl/Frm
A.Format
Auto
Width

```
C O P I E S
   3 / 3
```
Length
Undl/Frm
A.Format
Auto
Width

Bill Reynolds	Bill Reynolds	Bill Reynolds
ABC Transport	ABC Transport	ABC Transport
29 South Main St.	29 South Main St.	29 South Main St.
Los Angeles, CA 88888	Los Angeles, CA 88888	Los Angeles, CA 88888

If AV labels are being printed on:

In the following example, **CUT MENU** is set to **EACH LABEL**.

```
C U T   M E N U
E A C H   L A B E L
```
Length
Undl/Frm
A.Format
Auto
Width

④ Press (Print) (or ⏎).

COPIES
1 / 3

COPIES
2 / 3

COPIES
3 / 3

Length
Undl/Frm
A.Format

Width
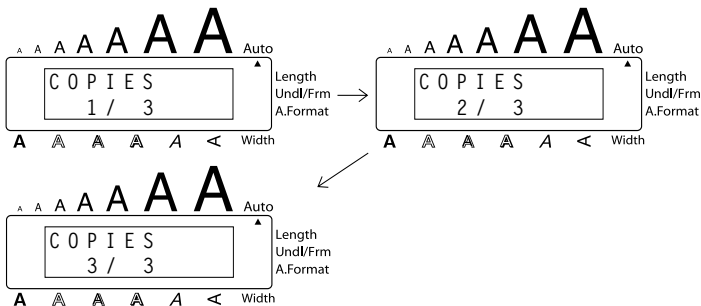
Bill Reynolds
ABC Transport
29 South Main St.
Los Angeles, CA 88888

Bill Reynolds
ABC Transport
29 South Main St.
Los Angeles, CA 88888

Bill Reynolds
ABC Transport
29 South Main St.
Los Angeles, CA 88888

☞ *If **CUT MENU** was set to **AFTER LAST**, the string of three labels would not be cut off until after the last one is printed.*

MEMORY FUNCTIONS

TZ-Tape AV-Label

You can use the memory to store your most frequently used text files, TZ tape layouts or AV label layouts. The text remains in the memory, along with its formatting, even after all characters are removed from the display using the **Clear** function (holding down (Code) and pressing (BS)).

When each file is stored, it is given a number to make recalling it easier. Up to 100 text files, TZ tape layouts and AV label layouts each or approximately 4,000 characters can be stored in the memory. (A single file can have a maximum of 272 characters.)

Since a copy of the stored text file is recalled when the **Recall** function is used, the text can be edited or printed without changing the originally stored file. When a file is no longer needed or more space is necessary, the **Memory delete** function can be used to delete it. With the **Memory print** function, either a single file or multiple files stored in the memory can be quickly selected for printing.

☞ *When inserting new batteries, be sure to insert the new ones within five minutes of removing the old ones, otherwise any text files stored in the memory will be lost (unless the machine is plugged into an electrical outlet with the AC adapter).*

STORING TEXT

To store a text file:

❶ Hold down (Code) and press (8/7). The message "STORE" appears on the display with the first available file number.

☞ *To quit the **Store** function without storing the text, hold down* (Code) *and press* $\overset{\text{Store}}{\underset{7}{\&}}$ *(or press just* (BS) *).*

*TZ tape and AV label layouts of the **Auto Format** function can be stored after the text for each field has been typed in. To store the layout with a specific character style, select the style of the text before storing the layout.*

❷ Press $\overset{\text{Home}}{(\blacktriangle)}$ or $\overset{\text{End}}{(\blacktriangledown)}$ to select the file number where you wish to store the text.

❸ Press $\overset{\text{New Block}}{(\hookleftarrow)}$. The text is stored under the selected file number and the text previously shown in the display reappears.

☞ *If a file is already stored under the selected file number, the message "OVER-WRITE?" appears in the display and you must decide whether or not to overwrite it (delete it from the memory and store the new one).*
If the maximum number of characters has already been stored, the error message "MEMORY FULL!" appears in the display. If this occurs, an existing text file must be deleted before the new one can be stored.

To overwrite the stored file with the new one:

● Press $\overset{\text{New Block}}{(\hookleftarrow)}$ to delete the previously stored file and store the new one under the selected number.

☞ *To go back and choose another file number without overwriting the text file, press* $\overset{\text{Clear}}{(\text{BS})}$, *and then select a different file number.*

EXAMPLE

To store text under file number 4:

❶ Hold down (Code) and press $\overset{\text{Store}}{\underset{7}{\&}}$.

```
STORE
 0:
```

❷ Press $\overset{\text{Home}}{(\blacktriangle)}$ or $\overset{\text{End}}{(\blacktriangledown)}$ until file number **4** is displayed.

```
STORE
 4:
```

❸ Press $\overset{\text{New Block}}{(\hookleftarrow)}$.

```
1:J. Smith_
```

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RECALLING TEXT

To recall a stored text file:

❶ Hold down (Code) and press (*8). The message "RECALL" appears on the display with the file number and beginning of the most recently stored or recalled text.

☞ *To quit the **Recall** function without recalling text, hold down (Code) and press (*8) (or press just (BS)).*

*An auto format layout that has been stored in the memory can be recalled when you are asked to select a layout in the **Auto Format** function.*

❷ Press (▲) or (▼) to select the file number containing the text that you wish to recall. The text stored under the selected file number is shown.

☞ *To see other parts of the selected text file, press (◄) or (►).*

To display the text stored under other file numbers, press (▲) or (▼).

❸ Press (↵). Any text previously entered in the display is erased and the text stored under the selected file number is recalled into the display.

EXAMPLE

To recall the text from file number 1:

❶ Hold down (Code) and press (*8).

```
R E C A L L
    4 :
```

❷ Press (▲) or (▼) until file number **1** is displayed.

```
R E C A L L
    1 : B i l l   R e
```

❸ Press (↵).

```
1: B i l l   R e y n
```
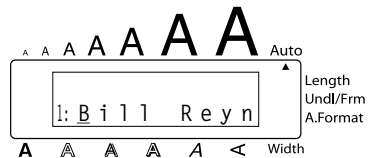
DELETING A FILE

To delete a stored text file:

❶ Hold down (Code) and press (9) [M.Del]. The message "CLEAR" appears on the display with the file number and beginning of the most recently stored or recalled text.

    ☞ *To cancel the **Memory delete** function without deleting the text file, hold down (Code) and press (9) [M.Del] (or press just (BS) [Clear]).*

❷ Press (▲) [Home] or (▼) [End] to select the file number containing the text that you wish to delete. The text stored under the selected file number is shown.

    ☞ *To see other parts of the selected text file, press (◄) or (►).*

    To display the text stored under other file numbers, press (▲) [Home] or (▼) [End].

❸ Press (↵) [New Block]. The message "OK TO CLEAR?" appears.

    ☞ *To go back and select a different text file, press (BS) [Clear].*

❹ Press (↵) [New Block] to delete the text file that was selected.

EXAMPLE

To delete the text stored under file number 4:

❶ Hold down (Code) and press (9) [M.Del].

```
CLEAR
    1:Bill Re
```

❷ Press (▲) [Home] or (▼) [End] until file number **4** is displayed.

```
CLEAR
    4:J. Smit
```

❸ Press (↵) [New Block].

```
OK TO
CLEAR?
```

❹ Press (↵) [New Block].

```
1:Bill Reyn
```

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PRINTING MEMORY TEXT

Text files and auto format layout files stored in the memory can easily be printed without recalling each file one by one.

To print stored text files:

❶ Hold down (Code) and press ⓪. "PRINT" appears on the display with the file number and beginning of the most recently stored or recalled text.

☞ *To quit the **Memory print** function without printing text, hold down (Code) and press ⓪ (or press just (BS)).*

❷ Press (▲) or (▼) to display the file containing the text that you wish to print. The text stored under the selected file is shown in the bottom line of the display.

☞ *To see other parts of the selected text file, press (◄) or (►).*

❸ Press (Space) so that the file number flashes.

☞ *To remove a file from those that are to be printed, press (Space) so that the file number no longer flashes.*

❹ Repeat steps ❷ and ❸ until the file numbers for all files that you wish to print are flashing.

❺ Press (↵). The text stored under the selected file numbers is printed.

To print stored auto format layout files:

❶ Press ◯ or ◯ , depending on the type of layout that you wish to print.

❷ Hold down (Code) and press ⓪. The name of the layout appears in the top line of the display and the file number and beginning of the most recently stored or recalled text appear in the bottom line.

☞ *To quit the **Memory print** function without printing text, hold down (Code) and press ⓪ (or press just (BS)).*

❸ Press (▲) or (▼) to display the file containing the text that you wish to print. The text stored under the selected file is shown in the bottom line of the display.

☞ *To see other parts of the selected text file, press (◄) or (►).*
Files using the same layout are stored grouped together.

❹ Press (Space) so that the file number flashes.

☞ *To remove a file from those that are to be printed, press (Space) so that the file number no longer flashes.*

❺ Repeat steps ❸ and ❹ until the file numbers for all files that you wish to print are flashing.

❻ Press (↵). "MENU" appears in the display.

❼ Make sure that **PRINT** is flashing, and then press (↵). All of the selected files are printed.

To change the style of the stored auto format layout:

❽ Press (▲) or (▼) until the **CHNGE STL?** command is displayed.

⑨ Press ⏎ (New Block).

⑩ Press ▲ (Home) or ▼ (End) to select the desired character style.
　☞ *The default setting (**NO CHANGE**) can be selected by pressing* (Space) (Feed&Cut).

⑪ Press ⏎ (New Block). "MENU" appears in the display.

To print more stored files:

⑫ Press ▲ (Home) or ▼ (End) until the **PRINT MORE** command is displayed.

⑬ Press ⏎ (New Block). The name of the layout appears in the top line of the display and the file number and beginning of the text appears in the bottom line.

⑭ Press ▲ (Home) or ▼ (End) to display the file containing the text that you wish to print.

⑮ Press (Space) (Feed&Cut) so that the file number flashes.

⑯ Repeat steps **⑭** and **⑮** until the file numbers for all files that you wish to print are flashing.

⑰ Press ⏎ (New Block). "MENU" appears in the display.

⑱ Make sure that **PRINT** is flashing, and then press ⏎ (New Block). All of the selected files are printed.

To finish printing stored files:

⑲ Press ▲ (Home) or ▼ (End) until the **EXIT** command is displayed.

⑳ Press ⏎ (New Block)

EXAMPLE

To print text stored under file numbers 1 and 2:

❶ Hold down (Code) and press (0) (M.Print).

```
P R I N T
  1 : B i l l    R e
```
Length
Undl/Frm
A.Format

❷ Since this is one of the files that we wish to print, press (Space) (Feed&Cut).

```
P R I N T
  1 : B i l l    R e
```
Length
Undl/Frm
A.Format
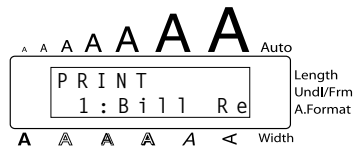
❸ Press ▲ (Home) or ▼ (End) until file number **2** is displayed.

```
P R I N T
  2 : R .    B E C K
```
Length
Undl/Frm
A.Format

④ Press **Space** (Feed&Cut).

```
          A A A A A A A A  Auto
          ┌─────────────────┐  Length
          │ P R I N T       │  Undl/Frm
          │ – 2 : R .  B E C K │  A.Format
          └─────────────────┘
          A  A  A  A  A  ◁  Width
```

⑤ Press **↵** (New Block).

```
  A A A A A A A A  Auto           A A A A A A A A  Auto
  ┌─────────────────┐  Length     ┌─────────────────┐  Length
  │ C O P I E S     │  Undl/Frm   │ C O P I E S     │  Undl/Frm
  │       1 /   2   │  A.Format ➝ │       2 /   2   │  A.Format
  └─────────────────┘             └─────────────────┘
  A  A  A  A  A  ◁  Width         A  A  A  A  A  ◁  Width
```
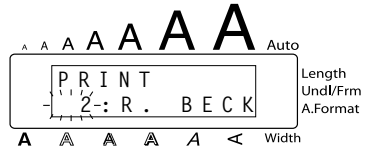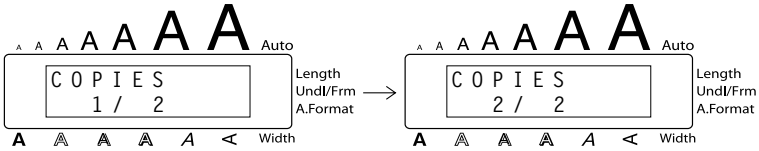
To print AV label layouts stored under file numbers 0 and 3:

❶ Press ◯ (AV Labels).

```
          A A A A A A A A  Auto
          ┌─────────────────┐  Length
          │                 │  Undl/Frm
          │   4 : A D D R E S 4 │  A.Format
          └─────────────────┘
          A  A  A  A  A  ◁  Width
```

❷ Hold down **Code** and press **0** (M.Print).

```
  A A A A A A A A  Auto           A A A A A A A A  Auto
  ┌─────────────────┐  Length     ┌─────────────────┐  Length
  │ P R I N T       │  Undl/Frm   │ A D D R E S S   4 │  Undl/Frm
  │                 │  A.Format ➝ │   0 : R .  B e c k │  A.Format
  └─────────────────┘             └─────────────────┘
  A  A  A  A  A  ◁  Width         A  A  A  A  A  ◁  Width
```

❸ Since this is one of the files that we wish to print, press **Space** (Feed&Cut).

```
          A A A A A A A A  Auto
          ┌─────────────────┐  Length
          │ A D D R E S S   4 │  Undl/Frm
          │ – 0 : R .  B e c k │  A.Format
          └─────────────────┘
          A  A  A  A  A  ◁  Width
```
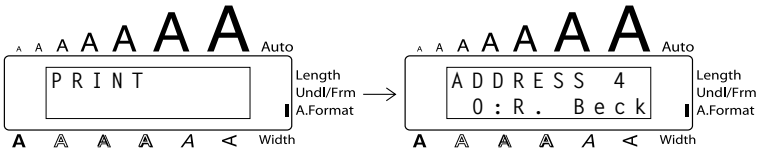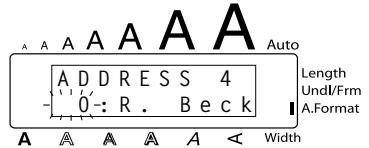
❹ Press ▲ (Home) or ▼ (End) until file number **3** is displayed.

```
          A A A A A A A A  Auto
          ┌─────────────────┐  Length
          │ A D D R E S S   1 │  Undl/Frm
          │   3 : B .  R e y n │  A.Format
          └─────────────────┘
          A  A  A  A  A  ◁  Width
```

❺ Press (Space).

Feed&Cut

```
A A A A A A A     Auto
┌─────────────────┐  Length
│A D D R E S S   1│  Undl/Frm
│- 3 : B .   R e y n│  A.Format
└─────────────────┘
A   A   A   A   A   ◁  Width
```

❻ Press (↵).

New Block

```
A A A A A A A     Auto
┌─────────────────┐  Length
│M E N U          │  Undl/Frm
│- P R I N T      │  A.Format
└─────────────────┘
A   A   A   A   A   ◁  Width
```

❼ Press (↵).

New Block

```
A A A A A A A     Auto          A A A A A A A     Auto
┌─────────────────┐  Length     ┌─────────────────┐  Length
│C O P I E S      │  Undl/Frm  → │C O P I E S      │  Undl/Frm
│    1 /   2      │  A.Format    │    2 /   2      │  A.Format
└─────────────────┘             └─────────────────┘
A   A   A   A   A   ◁  Width      A   A   A   A   A   ◁  Width
```
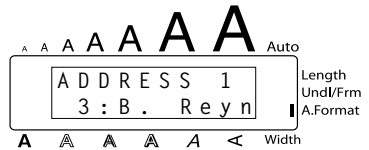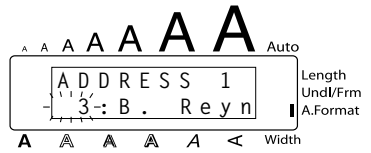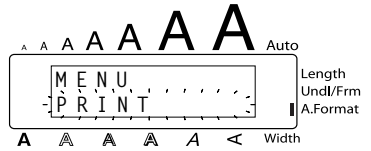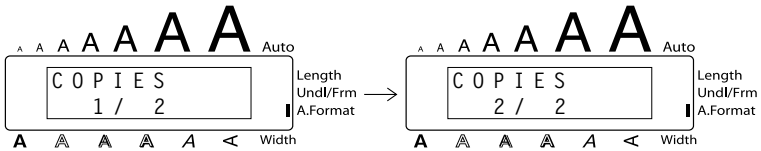
TROUBLESHOOTING

Problem	Remedy
1. The display stays blank after you have turned on the machine.	• Check that the AC adapter is connected correctly. • If you are using alkaline batteries, check that they are correctly inserted. • If the batteries are low, replace them with new ones.
2. The machine does not print or the printed characters are blurred.	• Check that the tape cassette has been inserted properly. • If the tape cassette is empty, replace it with a new one. • Make sure that the tape compartment cover has been closed. • Check that the interface cable is correctly connected.
3. The text files that you stored in the memory are no longer there.	• If the batteries are low, replace them with new ones.
4. The printed characters are not formed properly.	• If you are using alkaline batteries, they may be low. Try using the AC adapter or replace the batteries with new ones.
5. A blank horizontal line appears through the printed label.	• Clean the print head as explained on page 45.
6. Striped tape appears.	• You have reached the end of the tape. Replace the tape cassette with a new one.
7. The machine has "locked up" (i.e., nothing happens when a key is pressed).	• Turn off the machine, and then while holding down (Code) and (R Align), turn the machine back on. The text and formats in the display and all text files stored in the memory are erased.

ERROR MESSAGE LIST

Error Message	Cause	Remedy
1 BARCODE PER BLOCK!	This message appears if a barcode has already been added to the block when you try to use the **Barcode** function.	Limit the number of barcodes in a block to one.
4 DIGIT MIN.!	This message appears when less than the minimum four digits are entered as barcode data.	Enter a minimum of four digits before pressing ⏎.
5 BLOCK LIMIT!	This message appears if five text blocks already exist when you hold down (Code) and press ⏎.	Limit the number of text blocks to five.
7 LINE LIMIT!	This message appears if seven lines already exist when you press ⏎.	Limit the number of lines to seven.
BATTERIES WEAK!	This message appears when the installed alkaline batteries become weak.	Replace the batteries or use the AC adapter.
BUFFER EMPTY!	• This message appears if you hold down (Code) and press (T), but no text has been entered in the display.	• Enter some text before starting this function.
	• This message appears if you try to print, but no text has been entered in the display.	• Enter text before printing.
BUFFER FULL!	This message appears if you try to enter a character, symbol, return or space after the maximum number of characters has already been entered.	Delete some existing text so that more text can be entered.
CAN'T FEED AV LABELS	This message appears if an AV label cassette is installed when you hold down (Code) and press (Space).	Install a tape cassette other than an AV label cassette before holding down (Code) and pressing (Space).

Error Message	Cause	Remedy
CAN'T HERE!	This message appears if the cursor is at the end of the text when you hold down (Code) and press (O₀)ᴺᵘᵐᵇᵉʳ.	Move the cursor below a number before holding down (Code) and pressing (O₀)ᴺᵘᵐᵇᵉʳ.
CASSETTE CHANGED!	This message appears if the tape cassette is changed while the P-touch is receiving data from the computer.	Cancel the print job, install the correct tape cassette, and then try printing again.
CHANGE ADAPTOR!	This message appears if a high-voltage adapter is being used.	Remove the high-voltage adapter and connect the adapter designed exclusively for this machine.
CUTTER ERROR!	This message appears if the tape cutter is closed when you try to print or feed the tape.	Turn the P-touch off, then on again.
EEPROM ERROR!	This message appears if a checksum error occurred when the P-touch was turned on or if the keyword was damaged and failed to initialize.	Contact your service representative.
FEED ERROR!	This message appears if the AV label sensor cannot detect the labels.	• Replace the AV label cassette with one that is not empty. • If this error message appears even after a new AV label cassette is installed, the sensor may be damaged. Contact your service representative.
INPUT WHOLE CODE	This message appears if the set number of digits is not entered in the barcode data.	Input the correct number of digits or change the number of digits set in the barcode parameters.

Error Message	Cause	Remedy
INTERFACE ERROR!	This message appears if the wrong port is selected.	**Windows** Under "Print to the following port" in the printer Properties dialog box, select "PTUSB:" for the USB connection. ☞ *If two or more of the same P-touch models are connected through their USB ports, instead of "PTUSB:", select "PTUSB (PT-2600/2610-XXXXXXXXX):" (where XXXXXXXX is the serial number). The serial number is written above the barcode on the silver label attached to the bottom of the P-touch.* **Macintosh** In the Chooser, select the PT-2600/2610 as the printer.
LENGTH LIMIT!	• This message appears if the text is longer than 3' 3 1/3" (1 meter) when you try to print.	• Shorten the text to less than 3' 3 1/3" (1 meter) before trying to print.
	• This message appears if the **Length** function is used to set a label length that is less than 1.6" (4.0 cm) or more than 11.8" (30.0 cm).	• Set the label length between 1.6" (4.0 cm) and 11.8" (30.0 cm).
	• This message appears if the **Tab Length** function is used to set a tab length that is more than 11.8" (30.0 cm).	• Set the tab length so that it is less than 11.8" (30.0 cm).
LINE LIMIT!	This message appears if the number of lines in the text is greater than the maximum number of lines possible for the installed tape.	Reduce the number of lines or install a tape of greater width.
MEMORY FULL!	This message appears if you try to store a text file after the maximum number of characters has already been stored in the memory.	Delete an unwanted file to make room for the new one.

Error Message	Cause	Remedy
NO FILES!	This message appears if you try to recall or delete a text file from the memory when none are stored.	Store a text file first.
NO TAPE!	This message appears if you try to print a label or feed the tape when no tape cassette is installed.	Install a tape cassette and try again.
REPLACE BATTERIES!	This message appears if the installed alkaline batteries are about to run out.	Replace the batteries or use the AC adapter.
ROM PROBLEM!	This message appears if there is a problem with the machine's read only memory.	Turn off the machine, and then while holding down (Code) and (R), turn the machine back on. Contact your service representative.
SET 1″ TAPE! **SET 24mm TAPE!**	This message appears if a 1″ (24-mm) wide tape cassette is not installed when an **auto format** layout for a 1″ (24-mm) wide tape is selected.	Install a 1″ (24-mm) wide tape cassette.
SET 3/4″ TAPE! **SET 18mm TAPE!**	This message appears if an 3/4″ (18-mm) wide tape cassette is not installed when an **auto format** layout for an 3/4″ (18-mm) wide tape is selected.	Install an 3/4″ (18-mm) wide tape cassette.
SET 1/2″ TAPE! **SET 12mm TAPE!**	This message appears if a 1/2″ (12-mm) wide tape cassette is not installed when an **auto format** layout for a 1/2″ (12-mm) wide tape is selected.	Install a 1/2″ (12-mm) wide tape cassette.
SET 3/8″ TAPE! **SET 9mm TAPE!**	This message appears if a 3/8″ (9-mm) wide tape cassette is not installed when an **auto format** layout for a 3/8″ (9-mm) wide tape is selected.	Install a 3/8″ (9-mm) wide tape cassette.
SET 1/4″ TAPE! **SET 6mm TAPE!**	This message appears if a 1/4″ (6-mm) wide tape cassette is not installed when an **auto format** layout for a 1/4″ (6-mm) wide tape is selected.	Install a 1/4″ (6-mm) wide tape cassette.

Error Message	Cause	Remedy
SET ADDRES TAPE!	This message appears if an AV2067 Address label cassette is not installed when an AV2067 Address label layout of the **Auto Format** function is selected.	Install an AV2067 Address label cassette.
SET RETURN TAPE!	This message appears if an AV1957 Return address label cassette is not installed when an AV1957 Return address label layout of the **Auto Format** function is selected.	Install an AV1957 Return address label cassette.
SET FILING TAPE!	This message appears if an AV1789 File folder label cassette is not installed when an AV1789 File folder label layout of the **Auto Format** function is selected.	Install an AV1789 File folder label cassette.
TAB LIMIT!	This message appears if the maximum number of tabs has already been added to the text when you hold down (Code) and press (Q) with Tab.	Reduce the number of tabs in the text.
TEXT TOO HIGH!	This message appears if the size of the text is larger than the width of the installed tape.	Reduce the size of the characters or install a wider tape.
TEXT TOO LONG!	This message appears if the length of the text is longer than the label length that has been set using the **Length** function.	Delete some of the text, reduce the character width or increase the set label length.

SHOULD YOU ENCOUNTER ANY PROBLEMS WITH YOUR PRODUCT,
**PLEASE DO NOT RETURN YOUR
PRODUCT TO THE STORE!**

After referring to this User's Guide, if you still need assistance, refer to the Brother Contact information in this guide.

SPECIFICATIONS

HARDWARE

Input Device: Keyboard - 57 keys

LCD: 10 characters × 2 lines
20 indicators (including **Alt** and **Caps**)

Print Tape: Pressure-sensitive, Adhesive-based
26′ 2″ (8 m) long
TZ tape is available in the following five widths.

1/4″	(6 mm)
3/8″	(9 mm)
1/2″	(12 mm)
3/4″	(18 mm)
1″	(24 mm)

AV labels are available in the following three types.
AV2067 Address labels: 3/4″ × 2 5/8″ (20 mm × 67 mm)
AV1957 Return address labels: 3/4″ × 2 1/4″ (19 mm × 57 mm)
AV1789 File folder labels: 5/8″ × 3 1/2″ (17 mm × 89 mm)

Power Supply: Eight AA alkaline batteries (AM3, LR6) or optional AC adapter
(model AD-60: input AC 120V 60Hz)
Auto power-off if no key is pressed for 5 minutes

Print Head: 128 dot / 180 dpi

Dimensions: 7 2/3″ (W) × 9 1/2″ (D) × 2 2/3″ (H)
(194 × 242 × 66 mm)

Weight: 1.9 lbs (900 g) (without a tape cassette and batteries installed)

Interface Port USB1.1

SOFTWARE

Buffer Size:	Maximum 272 characters
	Maximum seven lines
	Maximum five blocks
Memory Size:	Approx. 4,000 characters
Character Size:	For TZ tapes: Seven sizes (6, 9, 12, 18, 24, 36 and 48 points) + 62 point (one line of only capital letters on 1″ (24 mm) wide tape)
	For AV labels: Seven sizes (6, 9, 12, 18, 24, 36 and 48 points) + 62 point (one line of only capital letters on AV2067 address labels)
	All are available in narrow, medium and wide widths.
	Availability depends on tape width.
Print Styles:	Normal, Bold, Outline, Solid, Shadow (each can be combined with Italic), and Vertical

IMPORTANT WARRANTY IMFORMATION

Thank you for purchasing this product.
We hope that you will enjoy using it. We suggest you keep all original packing materials, in the event that you ship this product.
Consult your product's warranty for details.

ACCESSORIES

● **Supplies**

The following supplies and accessories are available for your P-touch and can be purchased from an authorized Brother dealer or directly from Brother should your dealer not stock them. Use only Brother TZ tapes or Brother /Avery AV labels with this machine. **Brother/Avery cannot be held responsible for trouble caused by the use of unauthorized supplies**. Do not use tapes that do not have the 🏷️ or 🏷️ mark.

TZ Laminated Tape Cassettes (26.2 feet long, unless otherwise noted)

Stock No.	Description	Qty/Package	Price**
1″ (24 mm) wide laminated tapes			
TZ-151	Black characters on clear adhesive	1	$25.99
TZ-251	Black characters on white adhesive	1	$28.99
TZ-451	Black characters on red adhesive	1	$28.99
TZ-651	Black characters on yellow adhesive	1	$28.99
TZ-252	Red characters on white adhesive	1	$28.99
TZ-253	Blue characters on white adhesive	1	$28.99
TZ-354	Gold characters on black adhesive	1	$31.99
TZ-155	White characters on clear adhesive	1	$32.95
TZ-355	White characters on black adhesive	1	$31.99
*TZ-B51	Black characters on fluorescent orange adhesive	1	$35.99
TZ-S151	Industrial (strong adhesive) black characters on clear adhesive	1	$31.99
TZ-S251	Industrial (strong adhesive) black characters on white adhesive	1	$31.99
TZ-S651	Industrial (strong adhesive) black characters on yellow adhesive	1	$31.99
3/4″ (18 mm)-wide laminated tapes			
TZ-141	Black characters on clear adhesive	1	$22.99
TZ-M41	Black characters on clear (mat) adhesive	1	$24.99
TZ-241	Black characters on white adhesive	1	$24.99
TZ-242	Red characters on white adhesive	1	$24.99
TZ-243	Blue characters on white adhesive	1	$24.99
TZ-344	Gold characters on black adhesive	1	$28.99
TZ-345	White characters on black adhesive	1	$28.99
TZ-545	White characters on blue adhesive	1	$28.99
TZ-641	Black characters on yellow adhesive	1	$24.99
*TZ-B41	Black characters on fluorescent orange adhesive	1	$29.99
TZ-S141	Industrial (strong adhesive) black characters on clear adhesive	1	$27.99
TZ-S241	Industrial (strong adhesive) black characters on white adhesive	1	$27.99
TZ-S641	Industrial (strong adhesive) black characters on yellow adhesive	1	$27.99

* 16.4 ft. long

Stock No.	Description	Qty/ Package	Price**
1/2″ (12 mm)-wide laminated tapes			
TZ-131	Black characters on clear adhesive	1	$19.99
TZ-132	Red characters on clear adhesive	1	$19.99
TZ-133	Blue characters on clear adhesive	1	$19.99
TZ-135	White characters on clear adhesive	1	$23.95
TZ-231	Black characters on white adhesive	1	$20.99
TZ-232	Red characters on white adhesive	1	$20.99
TZ-233	Blue characters on white adhesive	1	$20.99
TZ-334	Gold characters on black adhesive	1	$24.99
TZ-335	White characters on black adhesive	1	$24.99
TZ-431	Black characters on red adhesive	1	$20.99
TZ-435	White characters on red adhesive	1	$24.99
TZ-531	Black characters on blue adhesive	1	$20.99
TZ-631	Black characters on yellow adhesive	1	$20.99
TZ-731	Black characters on green adhesive	1	$20.99
TZ-M31	Black characters on clear (mat) adhesive	1	$20.99
TZ-S131	Industrial (strong adhesive) black characters on clear adhesive	1	$23.99
TZ-S231	Industrial (strong adhesive) black characters on white adhesive	1	$23.99
TZ-S631	Industrial (strong adhesive) black characters on yellow adhesive	1	$23.99
3/8″ (9 mm)-wide laminated tapes			
TZ-121	Black characters on clear adhesive	1	$16.99
TZ-221	Black characters on white adhesive	1	$19.99
TZ-222	Red characters on white adhesive	1	$19.99
TZ-223	Blue characters on white adhesive	1	$19.99
TZ-325	White characters on black adhesive	1	$22.99
TZ-S221	Industrial (strong adhesive) black characters on white adhesive	1	$21.99
1/4″ (6 mm)-wide laminated tapes			
TZ-111	Black characters on clear adhesive	1	$14.99
TZ-211	Black characters on white adhesive	1	$16.99
TZ-315	White characters on black adhesive	1	$20.99
TZ-S211	Industrial (strong adhesive) black characters on white adhesive	1	$19.99

Non-Laminated Tapes

Stock No.	Description	Qty/ Package	Price**
3/4″ (18 mm)			
TZ-N641	Black characters on yellow adhesive	1	$21.99
TZ-N541	Black aharacters on blue adhesive	1	$21.99
TZ-NF41	Black characters on purple adhesive	1	$21.99
1/2″ (12 mm)			
TZ-N631	Black characters on yellow adhesive	1	$17.99
TZ-N531	Black characters on blue adhesive	1	$17.99
TZ-NF31	Black characters on purple adhesive	1	$17.99

Instant Lettering Tape

Stock No.	Description	Qty/ Package	Price**
3/4″ (18 mm)			
TZ-L041	Black characters	1	$24.99

Iron on Transfer Tape

Stock No.	Description	Qty/ Package	Price**
3/4″ (18 mm)			
TZ-IY41	Black characters	1	$29.99

Security Tape

Stock No.	Description	Qty/ Package	Price**
3/4″ (18 mm)			
TZ-SE4	Black characters on white adhesive	1	$49.95

Fabric Tape

Stock No.	Description	Qty/ Package	Price**
1/2″ (12 mm)			
TZ-FA3	Blue characters on white adhesive	1	$34.95

Stamp Lit/Holder

Stock No.	Description	Qty/Package	Price**
3/4″ (18 mm) Stamp Area 9 × 55 mm			
SK-MB	Additional stamper for Large stamp with black ink	1	$49.95
SH-MB	Additional stamper for Medium stamp with black ink	1	$24.95

Options

Stock No.	Description	Qty/Package	Price**
TZ-CL4	Cleaning Tape	1	$24.99
TR-9	Lettering Stick	1	$2.99
AD-60	AC adapter	1	$34.95

AV Label Cassettes

Stock No.	Description	Qty/Package	Price**
AV2067	Address labels: 3/4″ × 2 5/8″ (20 mm × 67 mm)	1	$19.99
AV1957	Return address labels: 3/4″ × 2 1/4″ (19 mm × 57 mm)	1	$19.99
AV1789	File folder labels: 5/8″ × 3 1/2″ (17 mm × 89 mm)	1	$19.99

** Prices and availability of accessories subject to change without notice.

INDEX

PT2600 CONTACT INFORMATION (for Canada Only)

Service Center List / Liste des centres de service

If you need a local service center, please call 1-877-BROTHER (1-877-276-8437)
to locate the authorized service center closest to you.
Si vous devez rejoindre un centre de service local, veuillez téléphoner au 1-877-BROTHER
(1-877-276-8437) pour vous informer sur le centre de service autorisé le plus proche de vous.

Operational Assistance / Pour de l'assistance sur le fonctionnement

For technical and operational assistance you may call 1-877-BROTHER (1-877-276-8437)
Pour de l'assistance technique et sur le fonctionnement vous pouvez
téléphoner au 1-877-BROTHER (1-877-276-8437)

Assistance on the Internet / Assistance sur l'internet

For Product information and downloading the latest drivers:
http://www.brother.ca or http://www.brother.com
Pour de l'information sur les produits et pour télécharger les dernier pilotes:
http://www.brother.ca ou http://www.brother.com

Accessories & Supplies / Accessoires et fournitures

To order Brother Accessories or supplies by Visa or MasterCard, you may call toll free
1-877-BROTHER (1-877-276-8437), or to order by mail, complete the accessories
order form in your user's guide and mail it along with your payment to:

Pour commander les accessories et les fournitures Brother en utilisant votre carte Visa
ou MasterCard, vous pouvez téléphoner sans frais au 1-877-BROTHER (1-877-276-8437),
ou pour commander par la poste, veuillez remplir le bon de commande des accessoires
que vous trouverez dans votre guide de l'utilisateur et postez-le accompagné de votre paiement à :

La corporation internationale Brother (Canada) Ltée
Brother International Corp. (Canada) Ltd.
1, rue Hotel de Ville,
Dollard des Ormeaux, QC
Canada H9B 3H6

ACCESSORY ORDER FORM

This order form is provided for your convenience should your retailer not stock the item(s) needed or if you prefer to order by telephone. To order by phone, please call Brother International at 1-877- BROTHER (1-877-276-8437) and have your Visa or MasterCard available.

Stock No.	Description	Price	Quantity	Total
TOTAL				

Prices subject to change without notice.

Before calling:
1. Review the reverse side of this form and select the desired items.
2. Complete the order form, indicating the quantity of each item (for your records).
3. Enter the total on the "Supply/Accessory Total" line below (for your records).
4. Add appropriate sales tax and shipping/handling costs (for your records).
5. Have your Visa or MasterCard number and expiration date available.

Supply/Accessory Total		$
All Residents of Canada: Please add	G.S.T	$
applicable sales taxes (G.S.T. & P.S.T.).	P.S.T.	$
Shipping/Handling		$5.00
TOTAL DUE		$

G.S.T. # R100663764
P.S.T. # 100100117TQ0001
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Supply/Accessory Total	$
All Residents of Canada: Please add	G.S.T $
applicable sales taxes (G.S.T. & P.S.T.).	P.S.T. $
Shipping/Handling	$5.00
TOTAL DUE	$

G.S.T. # R100663764
P.S.T. # 100100117TQ0001
* Prices subject to change without notice.