

# How to use P-touch Transfer Manager

# Introduction

## Important Notice



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- The contents of this document and the specifications of this product are subject to change without notice.
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- Screen images in this document may differ depending on your computer's operating system.
- Before using the printer, be sure to read all documents included with the printer for information about safety and proper operation.

## Symbols used in this Guide

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The following symbols are used throughout this guide.

 <b>Important</b>	Indicates information or directions that should be followed. Ignoring them may result in damage, or failed operations.
 <b>Note</b>	Indicates notes that provide information or directions that can help you better understand and use the product more efficiently.

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# Using P-touch Transfer Manager (For Windows®)

This application allows you to transfer templates and other data to the printer and save backups of your data on the computer.

This function is not supported with Macintosh computers.

## How to Use P-touch Transfer Manager

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- 1 Create or open a template using P-touch Editor.
- 2 Transfer the template to P-touch Transfer Manager.  
(Refer to *Transferring the Label Template to P-touch Transfer Manager* on page 2.)
- 3 Transfer the template to the printer using P-touch Transfer Manager.  
(Refer to *Transferring Templates from the Computer to the printer* on page 5.)
- 4 Print (without using a computer) the template that was transferred to the printer.  
(Refer to the User's Guide.)

## Transferring the Label Template to P-touch Transfer Manager

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The label templates created in P-touch Editor must first be transferred to P-touch Transfer Manager.

- 1 In P-touch Editor, open the label template to be transferred.
- 2 Click [File] - [Transfer Template] - [Preview].  
You can check a preview of the printed template before the created template is sent to the printer and printed.
- 3 If there are no problems with the displayed template, click [Transfer Template].  
P-touch Transfer Manager starts.



### Note

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You can also start P-touch Transfer Manager using the following procedure.

- For Windows Vista® / Windows® 7  
From the Start button, click [All Programs] - [Brother P-touch] - [P-touch Tools] - [P-touch Transfer Manager 2.2].
  - For Windows® 8 / Windows® 8.1  
Click [P-touch Transfer Manager 2.2] on [Apps] screen.
  - For Windows® 10  
From the Start button, select all applications, and then click [P-touch Transfer Manager 2.2] under [Brother P-touch].
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## Using P-touch Transfer Manager

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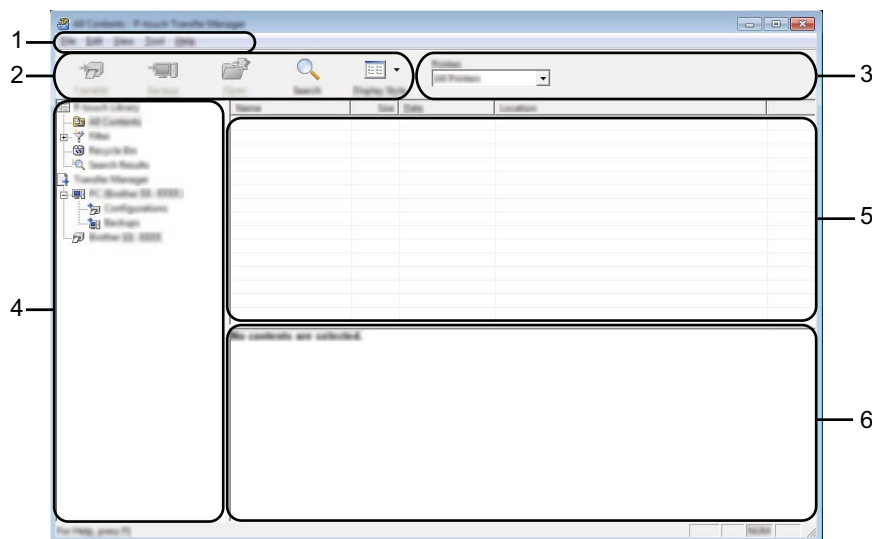
When P-touch Transfer Manager starts, the main window is displayed.



### Note

You can also start P-touch Transfer Manager from P-touch Editor.  
Click [File] - [Transfer Template] - [Transfer].

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### 1 Menu bar

Provides access to various commands, which are grouped under each menu title ([File], [Edit], [View], [Tool], and [Help]) according to their functions.

### 2 Toolbar

Provides access to frequently used commands.

### 3 Printer selector

Allows you to select which printer or printer the data will be transferred to. When you select a printer, only the data that can be sent to the selected printer is displayed in the data list.

### 4 Folder view

Displays a list of folders and printer. When you select a folder, the templates in the selected folder are displayed in the template list.

If you select a printer, the current templates and other data stored in the printer are displayed.







### 5 Template list

Displays a list of templates in the selected folder.

### 6 Preview

Displays a preview of the templates in the templates list.

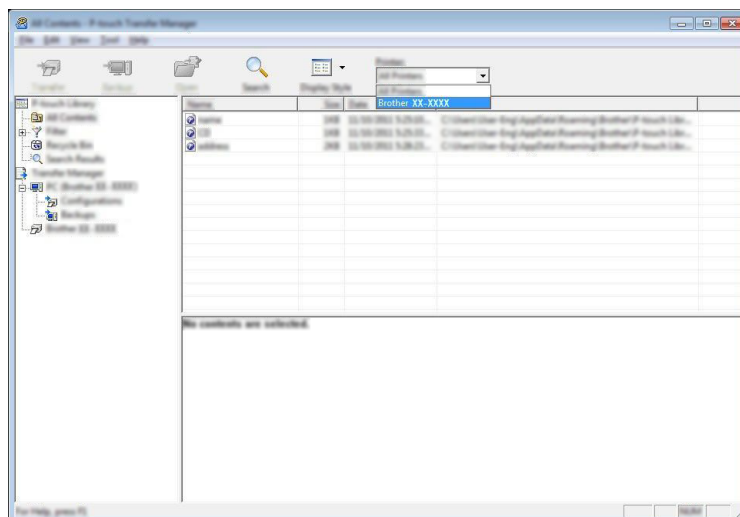
## Explanations of the Toolbar Icons

Icon	Button name	Function
	Transfer	Transfers templates and other data from the computer to the printer via USB.
	Save Transfer File (When not connected to a printer)	Changes the file type of the data to be transferred to other applications. Select "BLF" for the filename extension when transferring the data via Wi-Fi or LAN. Select "PDZ" when transferring the data via USB or Bluetooth. The available interfaces differ depending on your Brother machine.
	Backup (Only for P-touch Transfer Manager)	Retrieves the templates and other data saved in the printer and saves it on the computer.
	Open	Opens the selected template.
	Print (Only for P-touch Library)	Prints the selected label template with the printer.
	Search	Allows you to search for templates or other data that are registered to P-touch Library.
	Display Style	Changes the file display style.

## Transferring Templates from the Computer to the printer

Use the following procedure to transfer templates, from the computer to the printer.

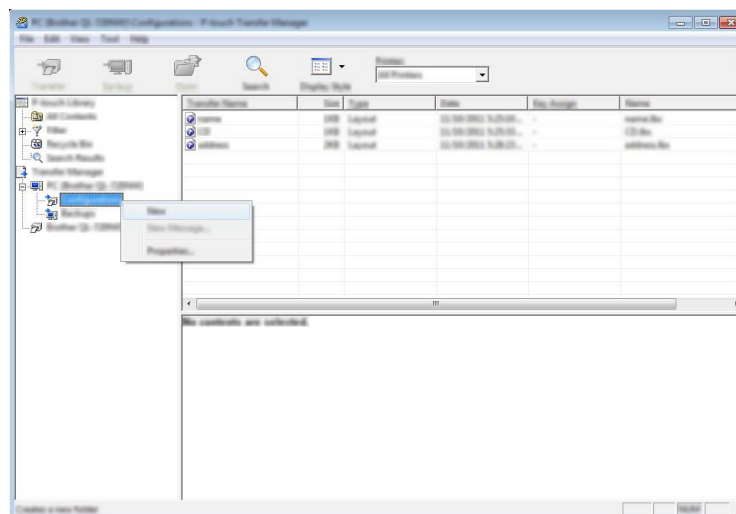
- 1 Connect the computer and the printer via USB and turn on the printer.  
The printer model name is displayed in the folder view.  
If you select a printer in the folder view, the current templates and other data stored in the printer are displayed.
- 2 Select the printer that you want to transfer the template or other data to.



### Important

Before transferring data, check that the PC and the printer are correctly connected with a USB cable and that the printer power is On.

- 3 Right-click the [Configurations] folder, select [New], and then create a new folder.



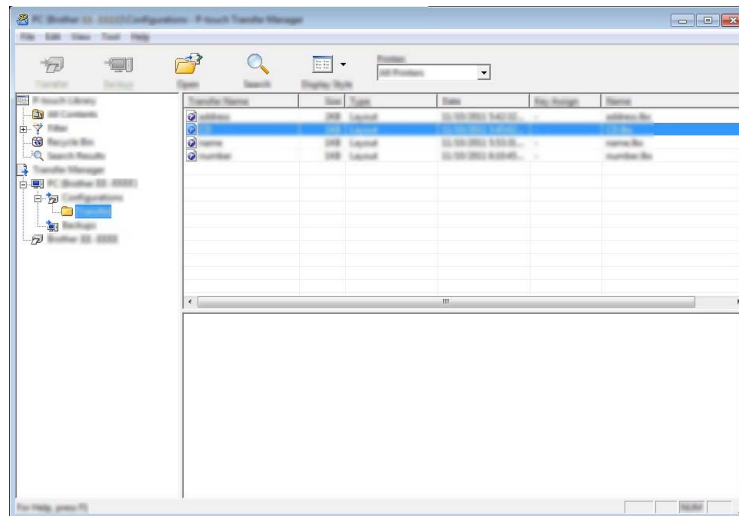
In the example above, the folder [Transfer] is created.

- 4 Drag the template or other data that you want to transfer and place it in the new folder.

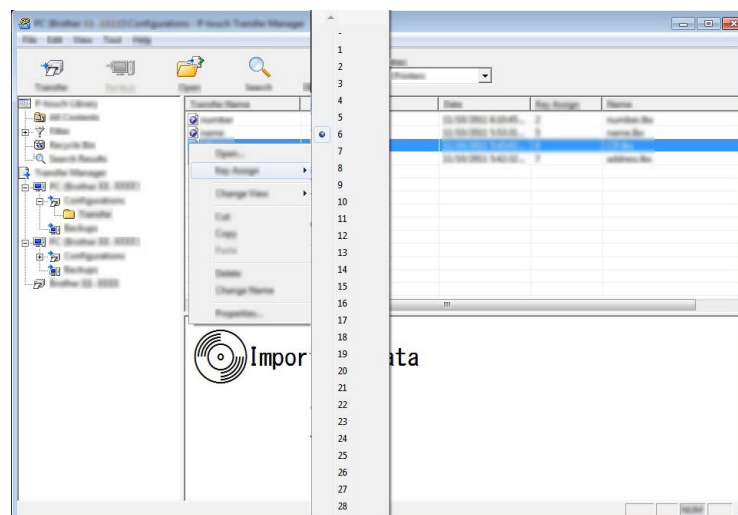
You can view the templates and other data by selecting the folder in the [Configurations] folder, selecting [All Contents] or by selecting one of the categories under [Filter], such as [Layouts].

When transferring multiple templates or other data, drag all the files that you want to transfer and place them in the new folder.

Each file is assigned a key number (memory location in the printer) when it is placed in the new folder.



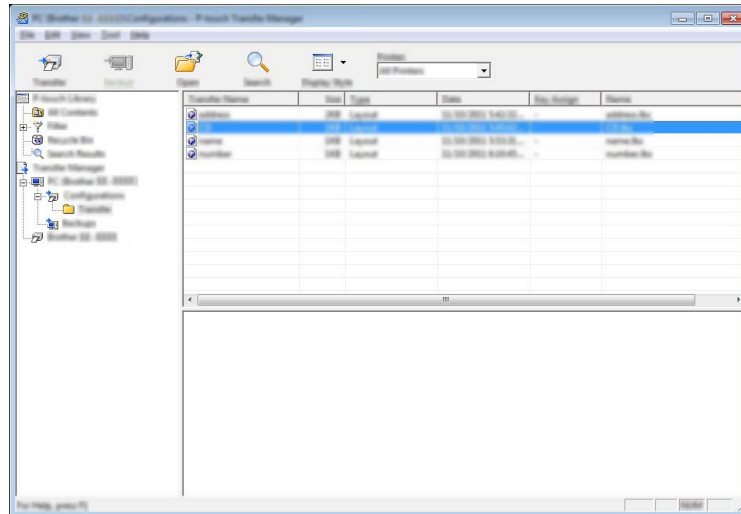
- 5 To change the key number assigned to an item, right-click the item, select [Key Assign], and then select the desired key number.



 **Note**

- All data transferred to the printer is assigned a key number.
- If the template transferred to the printer has the same key number as another template already saved in the printer, the new template will overwrite the old one. You can confirm the templates key number assignments saved in the printer by backing up the templates or other data (refer to *Backing Up Templates or Other Data Saved in the printer* on page 8).
- If the printer memory is full, remove one or more templates from the printer nonvolatile memory (refer to *Backing Up Templates or Other Data Saved in the printer* on page 8).

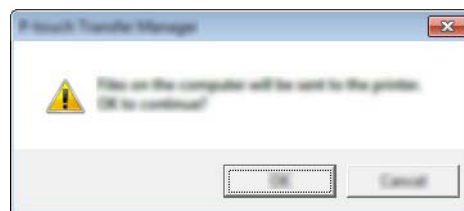
- 6 To change the names of templates or other data that will be transferred, click on the desired item and enter the new name.
- 7 Select the folder containing the templates or other data that you want to transfer, and then click [Transfer]. A confirmation message will be displayed.



 **Note**

You can also transfer individual items to the printer. Select the template or other data that you want to transfer, and then click [Transfer].

- 8 Click [OK].



The selected templates or other data are transferred to the printer.



### ! Important

To print data that was transferred to the printer, the printer must be switched from the transfer mode to the normal mode. Turn the printer off and then on again.

## Backing Up Templates or Other Data Saved in the printer

Use the following procedure to retrieve the templates saved in the printer and save it on the computer.

### ! Important

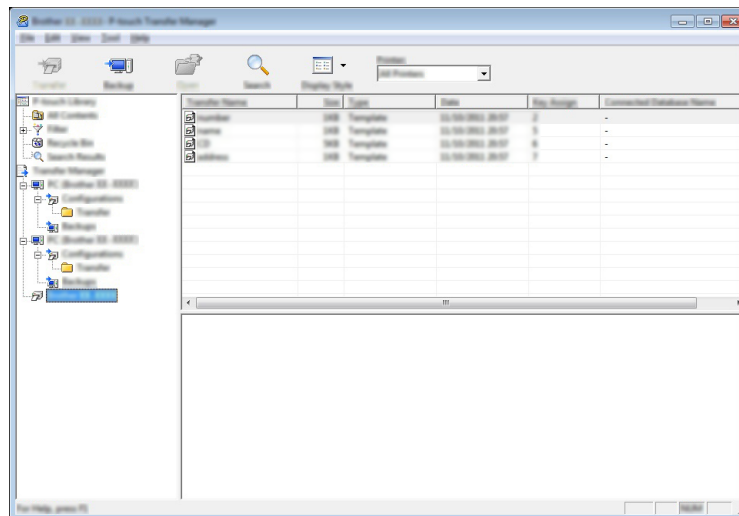
- Backed up templates cannot be edited on the computer.
- Depending on the printer model, templates or other data backed up from one printer model may not be able to be transferred to another printer model.

### 1

Connect the computer and the printer and turn on the printer.

The printer model name is displayed in the folder view.

If you select a printer in the folder view, the current templates and other data stored in the printer are displayed.



### 2

Select the printer to back up from, and then click [Backup].

A confirmation message is displayed.



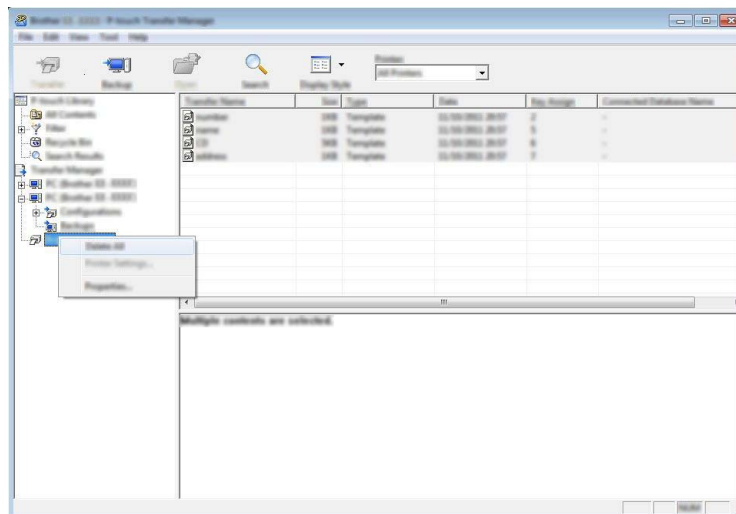
- 3 Click [OK].  
A new folder is created under the printer in the folder view. The folder name is based on the date and time of the backup. All of the printer templates and other data are transferred to the new folder and saved on the computer.

## Deleting All the printer data

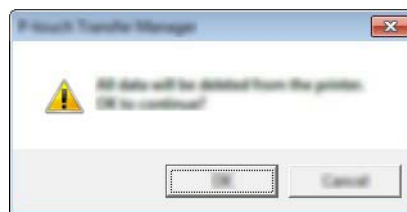
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Use the following procedure to delete all templates or other data that are saved in the printer.

- 1 Connect the computer and the printer and turn on the printer.  
The model name is displayed in the folder view.
- 2 Right-click your model, and then select [Delete All].



A confirmation message is displayed.



- 3 Click [OK].  
All templates and other data saved in the printer are deleted.

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