

Operator's Manual

for the
Brother PT-H100 printer



Start Printing & Applying Labels Quickly

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LABEL CARTRIDGES FOR THE PT-H100

The following cartridges are available from EzProducts:

<u>part number</u>	<u>description</u>	<u>price \$US</u>
LC4-C12-WK-PT	12MM (1/2") Clothing Labels, white / black ribbon, 32'	\$ 29.00
TZe231	1/2" Laminated Self-stick white with black ribbon, 26'	\$ 19.00

IF YOU HAVE PROBLEMS

If you have problems, please call EzProducts TOLL FREE at 877.906.1818 international 863.767.0155 8:30am to 5:00pm EST.

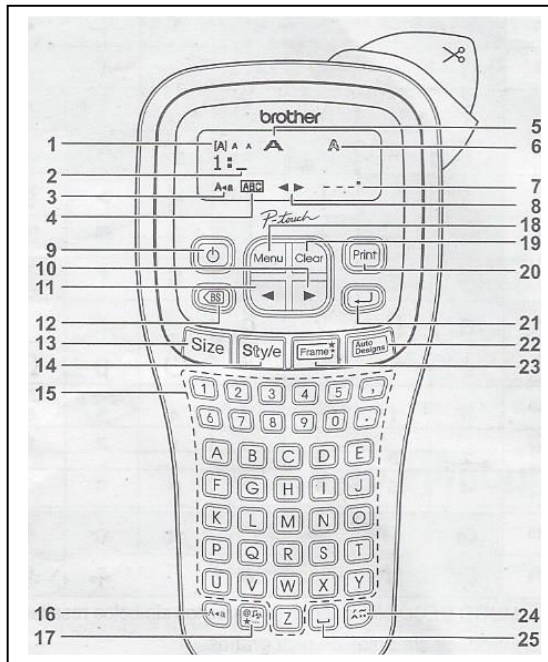
WARRANTY REPAIR

This Brother PT-H100 printer is warranted for one year from the date of purchase. A copy of your invoice may be required when requesting warranty repair. Always call EzProducts at 877.906.1818 or international call 863.767.0155 to obtain a Return Machine Authorization Number (RMA) prior to returning a PT-H100 for repair.

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GETTING STARTED – Key Names & Functions



Display items:

1. **Size**
2. **Cursor**
3. **Caps**
4. **Underline/Frame**
5. **Width**
6. **Style**
7. **Label Length**
8. **Guidance (left, right)**

The LCD display shows one line of 12 characters, however, the text you enter can be up to 80 characters per printed line.

Key definitions:

- | | |
|------------------------------|-----------------------------|
| 9. Power key | 18. Menu key |
| 10. Cursor key: Right | 19. Clear key |
| 11. Cursor key: Left | 20. Print key |
| 12. Backspace key | 21. Enter key |
| 13. Size key | 22. Auto Designs key |
| 14. Style key | 23. Frame key |
| 15. Character keys | 24. Accent key |
| 16. Caps key | 25. Space key |
| 17. Symbol key | |

LABEL PRINTING - Printing a Single Label

1. Press the **Print key**. The display will show: [Copies: 1].
2. Press the **Enter key**.

LABEL PRINTING – Printing Several Identical Labels

1. Press the **Print key**. The display will show: [Copies: 1].
2. Press the **◀▶ key** or **1 – 9** then press the **Enter key**.

TO PREVENT DAMAGE TO THE LABEL MEDIA, DO NOT TOUCH THE CUTTER

LABEL PRINTING – Cutting the Labels

When the label has finished printing and the message Printing or Feeding is **not** displayed, firmly press the cutter lever on the upper right corner of the **PT100**.

LABEL PRINTING - Editing a Label

Use the **left/right arrow keys** to underscore the character you want to change. Tap the **BS** key to delete those characters one at a time.

LABEL PRINTING - Erasing a Label

Press the **BS** key to delete all characters or press the **Clear** button.

LABEL PRINTING - Saving a Label in a File

1. Type your label, press **menu key**
2. Use the **◀▶ key** to display **File**
3. Press **↵** key, then **◀▶ key** to save
4. Display will show 1: Press **↵** key to save

LABEL PRINTING - Retrieving a Label from a File

1. Press the menu key
2. **◀▶ key** to display file and press **↵** key
3. **◀▶ key** to open and press **↵** key
4. Name and number of file will display

CREATING A LABEL


CREATING A LABEL - One Line Label

1. At the _ Prompt, **type one line of data.**
2. Press the **Print Key.**

CREATING A LABEL - Two Line Label

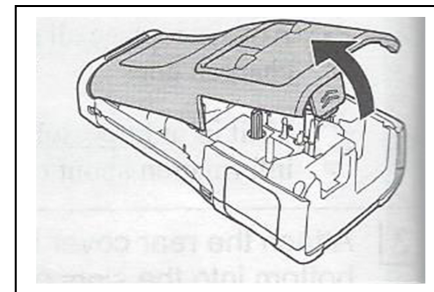
1. At the _ Prompt, **type one line of data** and press **Enter.**
2. Type your second line of data.
3. Press the **Print Key.**

CREATING A LABEL – Changing Label Length

1. Press the **Menu key.**
2. Press the **◀▶ key** to display **Label Length** then 
3. Press the **◀▶ key** to select Auto, 2.0"-12.0".
4. Press **Enter.**

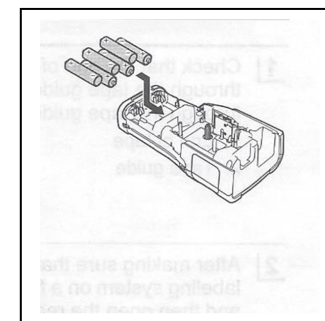
GETTING STARTED - Alkaline Ni-MH Battery

1. **Make sure the POWER IS OFF! Always replace all six batteries at the same time using six brand new fully charged batteries.**



2. Remove the rear cover.
3. If the batteries are already in the P-touch label printer, remove them.

4. Insert six new AA-size alkaline batteries (LR6), or fully charged Ni-MH rechargeable batteries (HR6), making sure that the positive (+) and negative (-) ends of the batteries match the positive (+) and negative (-) marks inside the battery compartment.



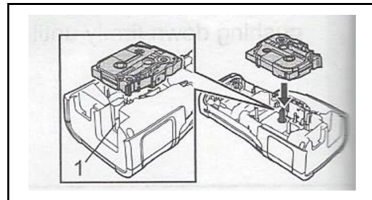
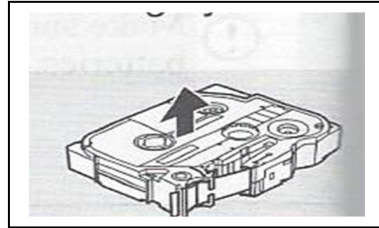
5. Attach the rear cover by inserting the hooks at the bottom into the slots on the P-touch label printer, then pushing down firmly until it snaps into place.
6. **REMOVE THE BATTERIES IF YOU DO NOT INTEND TO USE THE P-TOUCH FOR AN EXTENDED PERIOD OF TIME.**

GETTING STARTED - Turning Power On/Off

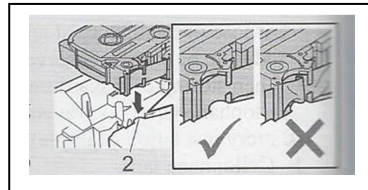
1. Press the **⏻** (Power) to turn the P-touch printer ON/OFF.

GETTING STARTED – Installing a Label Cartridge

1. If the new label cartridge has a cardboard stopper, be sure to remove the stopper before inserting the cassette.
2. Check that the end of the tape is not bent and it passes through the tape guide at least ½ inch, also make sure that the ink ribbon is wound tight. (see photo).



3. After making sure that the power is off, place the P-touch printer on a flat surface and open the rear cover. If there is already a tape cassette in the P-touch, remove it by pulling it straight up.
4. Insert the label cartridge into the compartment with the end of the tape protruding out of the P-touch printer tape exit slot and press firmly until you hear it click.



When inserting the label cartridge, make sure that the tape and ribbon do not catch on the print head. If there is slack in the tape, pull the tape through the tape guide.

5. Close the rear cover.
6. **DO NOT PULL THE LABEL WHILE IT IS COMING OUT OF THE PRINTER. DOING SO WILL CAUSE THE INK RIBBON TO PULL OUT OF THE EXIT SLOT AND TO BE CUT WHEN THE LABEL IS CUT. THIS WILL CAUSE THE LABEL CARTRIDGE TO NO LONGER FUNCTION.**

GETTING STARTED - Feeding Tape

1. Press the **Menu Key**.
2. Use the **◀▶ key** until **Feed** appears on the screen.
3. Press the **↵ key**

GETTING STARTED – Resetting the P-touch

1. Turn off the P-touch labeler.
2. Simultaneously hold down the **Menu key** and the **R key** and while holding the keys, turn the P-touch back on.
3. Release the **Menu key** and the **R key**. The P-touch will turn on with the internal memory reset.

Note: All text, settings and stored files are cleared.

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