brother®

Label Printer

TD-series

Software User's Guide

Contents

Appendix **49**

Introduction

The Brother label printer (hereafter referred to as "the machine") enables you to quickly and easily print custom labels created with the label software, P-touch Editor.

▶ Trademarks

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All other brand and product names mentioned in User's Guide and this Software User's Guide are registered trademarks of their respective companies.

▶ About this Guide

This guide (PDF) is included on the CD-ROM.

In this guide, when the mouse pointer changes to 🖑 you can just click to jump to the corresponding pages.
For the basic functions of Adobe® Reader®, see the Adobe® Reader® Help files.

▶ Manual Structure

The following guides are provided to help you use the machine correctly, and understand all features.
Make sure to read and understand them before using the machine.

● User's Guide

• Read the User's Guide before reading this Software User's Guide.
• The guide includes information you should read before using the machine, such as general precautions for use, installation and setting up of the main unit.
• Also included is information describing how to install the accompanying software to connect the machine to a computer.

● Software User's Guide (this guide)

This guide describes how to create labels using the P-touch Editor software that has been installed on a computer connected to the machine.

This guide can be viewed from the Setup application when it is run from the CD-ROM.
After installing this guide on the computer, you can also view it from the Start menu.

● NETWORK USER'S GUIDE (Network models only)

This guide describes how to use BRAdmin, a utility for managing Brother network connected devices.

This guide can be viewed from the Setup application when it is run from the CD-ROM.
After installing this guide on the computer, you can also view it from the Start menu.

● P-touch Template manual

This guide describes how to use the functions of the P-touch Template.

The latest command tool can be downloaded from the following website.
http://solutions.brother.com
[Select your region/country] - [Choose your product] - [Downloads]

▶ Symbols used in this Guide

The symbols used throughout this guide are as follows:

This symbol shows information or directions that should be followed. Ignoring them may result in injury, damage, or failed operations.

This symbol shows information or directions that can help you better understand and use the machine more efficiently.

Customizing Labels

Add new paper format

In order to use labels with a size not listed in the [Paper Size] list of the printer driver, the label format must be added to the printer driver.

1
- **For Windows® XP**
  From [Control Panel], open [Printer and other hardware], open [Printer and Faxes].
- **For Windows Vista®**
  From [Control Panel], go to [Hardware and Sound] and open [Printers].
- **For Windows® 7**
  Click the 🪟, go to [Devices and Printers].

> For details, see Windows® Help.

2
- **For Windows® XP**
  Choose "Brother XX-XXXX", and click [File] - [Printing Preferences].
  The [Printer Properties] dialog box appears.
  (XX-XXXX is your model name.)

- **For Windows Vista®**
  Choose "Brother XX-XXXX", and click [Select printing preferences].
  The [Brother XX-XXXX Printing preferences] dialog box appears.
  (XX-XXXX is your model name.)

- **For Windows® 7**
  Choose "Brother XX-XXXX", and right click and select [Printing preferences].
  The [Brother XX-XXXX Printing Preferences] dialog box appears.
  (XX-XXXX is your model name.)

3 Click [Paper Size Setup].
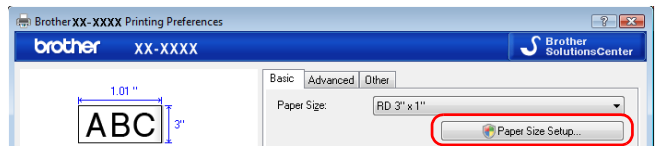
The [Paper Size Setup] dialog box appears.
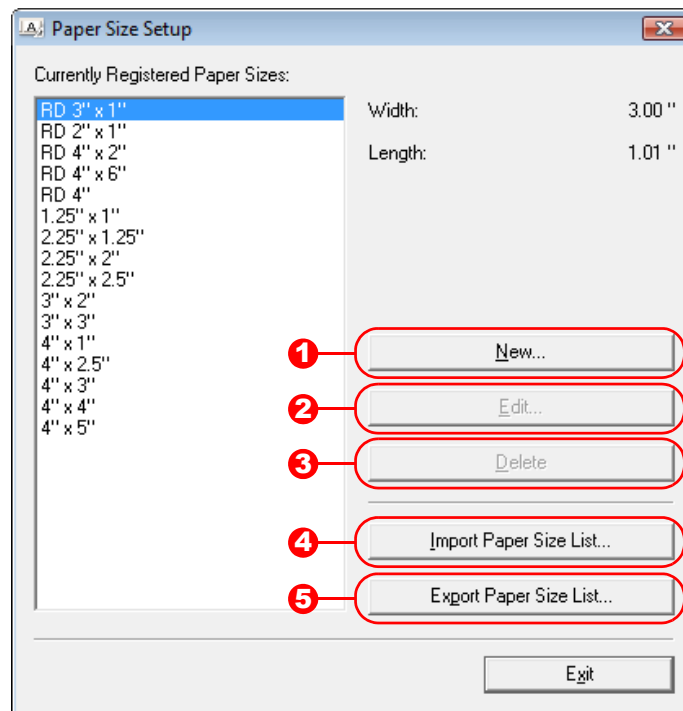
❶ New
Registers new paper formats.

❷ Edit
Edits the settings for the selected paper format.
To save the selected paper format with the new settings, click [Overwrite]. To add a paper format with the new settings, change the name in the [Paper Size Name] box, and then click [Add].
Preset RD paper formats (paper formats available when the software was installed) cannot be edited.

❸ Delete
Deletes the selected paper format. A deleted paper format cannot be restored.

❹ Import Paper Size List
Reads the text file (TD-4000: bst40ed.txt; TD-4100N: bst41ned.txt) containing the paper format settings, and uses it to replace the contents of the [Currently Registered Paper Sizes] list.

> ⚠ When the list is imported, the entire contents of the [Currently Registered Paper Sizes] list will be replaced with the imported paper formats.

❺ Export Paper Size List
Exports the settings for the paper formats in the [Currently Registered Paper Sizes] list to a folder.
The exported list can then be distributed to other computers.
For details, see "Distributing paper formats" on page 9.

4 Click [New].

The [New] dialog box appears.
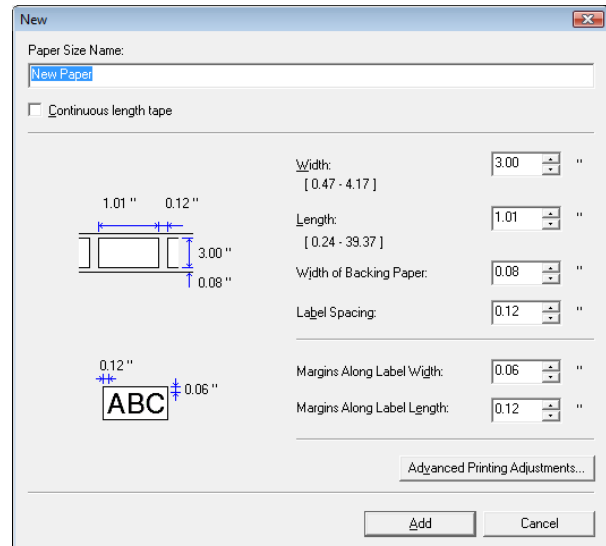
Click [Advanced Printing Adjustments] to specify the following settings for each paper size.
Under [Printing Reference Point Adjustment], the printing position can be adjusted.
Under [Energy Rank], the print energy (density) can be adjusted.
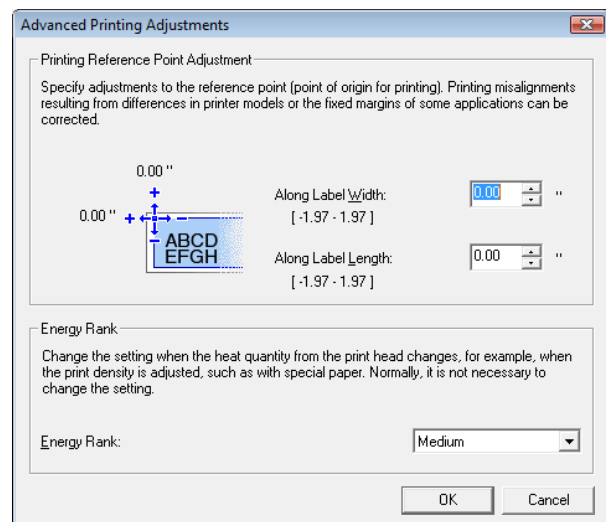
If continuous length label is being used, select [Continuous length tape] check box.
For details on the [Continuous length tape] setting, see "Setting the Printer Driver" on page 17.
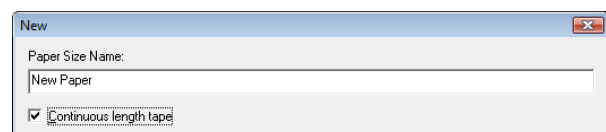
5 Enter the settings for the paper to be used, and then click [Add].

A new paper format is created.

6 Click [Exit].

✎ When the [Printing Preference] dialog box is displayed again, the added paper format will appear in the [Paper Size] list of the printer driver. If the application is running, exit the application, and then start it again in order for the new paper format to appear in the [Paper Size] list.

Distributing paper formats

The paper formats exported from the [Form Registered Now] list can be distributed to other computers.

▶ Distributing only paper formats

If the printer driver has been installed on the recipient's computer, only the paper formats need to be distributed.

1 At the sender's computer, specify the paper format settings, and then click [Export Paper Size List...].

For details, see "Add new paper format" on page 6.
The following files are created.
TD-4000: BST40ed.txt, BST40ed.ptd, pdt3135.bin
TD-4100N: BST41Ned.txt, BST41Ned.ptd, pdt3235.bin

2 Save bst40ed.txt or bst41ned.txt at any location on the recipient's computer.

3 At the recipient's computer, click [Import Paper Size List...].

The paper formats are replaced with the imported ones.

▶ Distributing paper formats bundled with the installer

If the printer driver has not been installed on the recipient's computer, the paper formats that can be distributed are bundled with the installer for the printer driver.

1 At the sender's computer, specify the paper format settings, and then click [Export Paper Size List...].

For details, see "Add new paper format" on page 6.
The following files are created.
TD-4000: BST40ed.txt, BST40ed.ptd, pdt3135.bin
TD-4100N: BST41Ned.txt, BST41Ned.ptd, pdt3235.bin

2 Insert the CD-ROM into the CD-ROM drive of the sender's computer.

3 Copy the folder at [CD drive]:\your language\Drivers\TD-XXXX to any location on the sender's computer.

4 Overwrite the contents of the folders at TD-XXXX\x64\custom and TD-XXXX\x86\custom (copied in step 3) with the three files created in step 1.

5 Save folder "TD-XXXX" at any location on the recipient's computer.

6 At the recipient's computer, double-click "Dsetuph.exe".

Complete the installation according to the instructions that appear on the screen.

Creating Labels

Label creation overview

This section describes the general procedure for creating labels using the machine.
For details on step-by-step instructions, see Help files.

▶ From label creation to printing

1 Decide the type of label you want to create. Here are some label design examples to show what is possible.

Label examples

2 Prepare the appropriate RD Roll for the label you want to create.

Choose the appropriate RD Roll for the type of label you will create.

Install the RD Roll.

➔User's Guide

How to use the P-touch Editor

This section explains the procedure for starting P-touch Editor. With P-touch Editor, you can create various kinds of labels.

See the P-touch Editor Help for samples of various kinds of labels and details on creating, printing, and saving the labels. The following is the example for Windows Vista®. Read the printer name in each image as your purchased machine model name.

To download the latest driver and software, please visit the Brother Solutions Center at:
http://solutions.brother.com

▶ Starting P-touch Editor

1 **Click [Start]-[All Programs (Programs)]- [Brother P-touch]-[P-touch Editor 5.0].**

> You can also start P-touch Editor using the following methods (only if you created the shortcut during installation):
> • Double-click the shortcut icon on the desktop.
> • Click the shortcut icon on the Quick Launch bar.
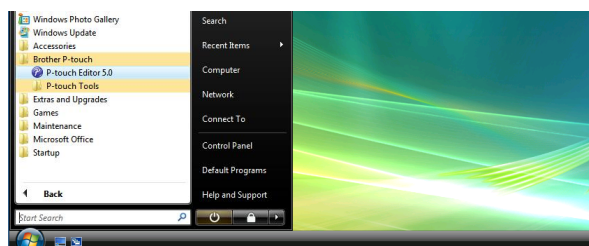
When P-touch Editor is launched, the [New/Open] dialog box appears, allowing you to choose whether you want to create a new label layout or open an existing label.

> To specify how the P-touch Editor works when it starts, click [Tools]-[Options] of the menu bar on the P-touch Editor to display the [Options] dialog box. In the [General] tab, you can choose the setting in the [Operations] list box in the [Startup Settings]. Normally, choose [Display New/Open Dialog Box].

2 **Choose an option in the [New/Open] dialog box and click ⬚OK⬚.**
   • You can choose the label printer and media size.
   • When you choose [Open File], the [Open] dialog box appears. You can choose and open the file you have created and stored previously.
   • When you choose [View History], the [History] dialog appears. You can choose from recently created labels.
   • When you choose [New], choose either vertical writing style or horizontal writing style.
   • When you choose [Select by Use], you can choose by label applications.
   • When you choose [Help-How To], the P-touch Editor Help appears.
     The Help files allow you to learn step by step how to create a label layout.
   • The [Check for Updates] button will link to the default P-touch printer product solutions page.
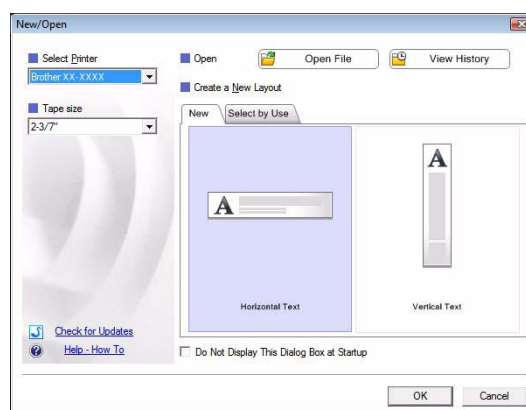
Layout window

■Express Mode

This mode provides easy label creation with texts and images.
The layout window consists of the following sections:
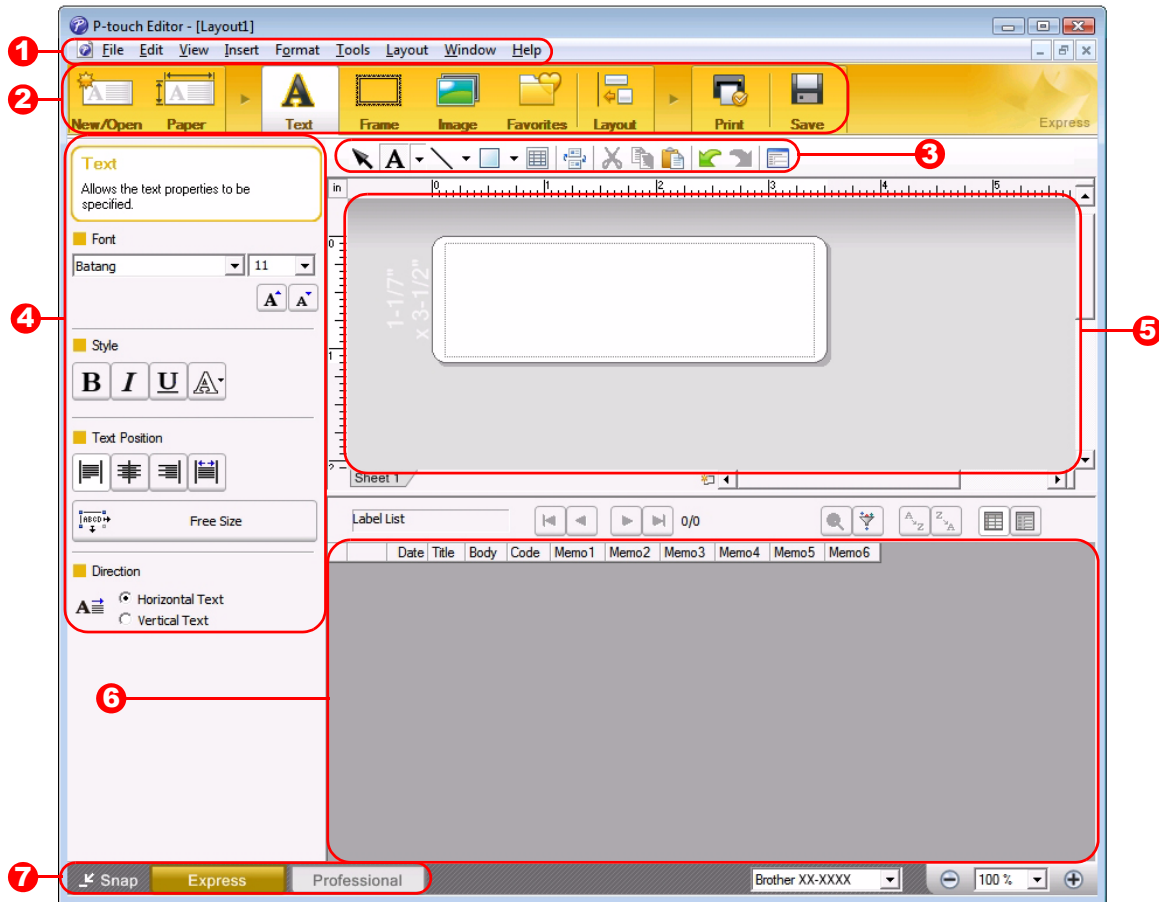
❶ **Menu bar**

Commands are categorized under each menu (File, Edit, View, and Insert, etc.) by function.

❷ **Command bar**

The command bar contains the New/Open, Paper, Text, Frame, Image, etc.

❸ **Draw/Edit toolbar**

Provides tools for choosing an object, entering text, drawing graphics, etc.

❹ **Property bar**

You can easily insert and format text, image, etc.

❺ **Layout window**

The layout window is used to display and edit objects.

❻ **Database window**

Displays a connected database.

❼ **Mode Switch**

Switch the Editor's modes.

• The [View] menu allows you to show/hide the toolbars and windows.
• See the P-touch Editor Help for details.

■Professional Mode

This mode provides all label design features for creating label templates.

The layout window consists of the following sections:
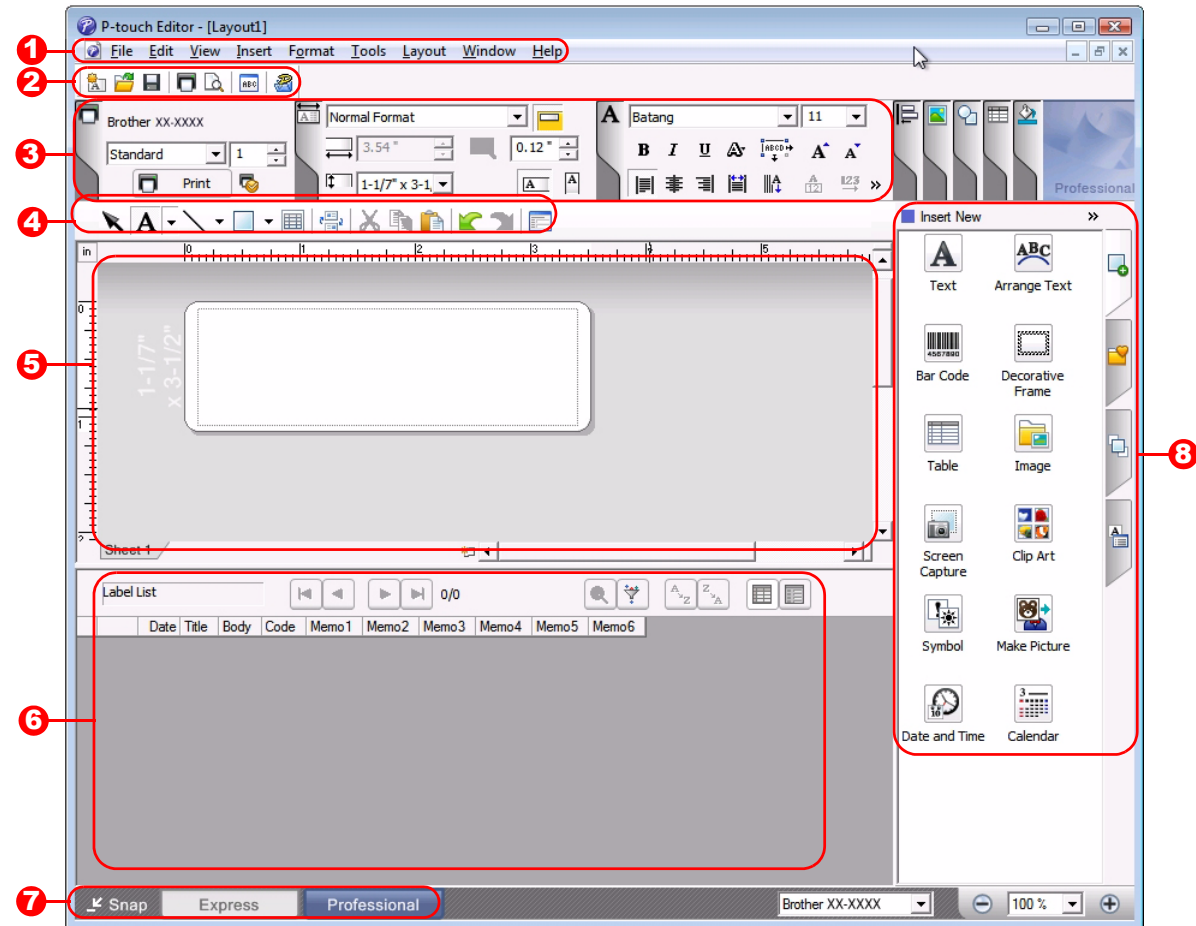
❶ Menu bar

Commands are categorized under each menu (File, Edit, View, and Insert, etc.) by function.

❷ Standard toolbar

A group of frequently used commands (New Layout, Open, Save, Print, etc.) are provided in this toolbar.

❸ Property pallet

The property pallet contains the Print, Paper, Text and Layout property boxes. Click on the left side of each pallet to show/hide the property box.

❹ Draw/Edit toolbar

Provides tools for choosing an object, entering text, drawing graphics, etc.

❺ Layout window

The layout window is used to display and edit objects.

❻ Database window

Displays a connected database.

❼ Mode Switch

Switch the Editor's modes.

❽ Side bar

By selecting the tab, you can easily insert and format text, barcodes, tables, etc., change the order of the objects to create a label template, or set the advanced settings.

• The [View] menu allows you to show/hide the toolbars, pallet, and windows.
• See the P-touch Editor Help for details.

■Snap Mode

With this mode, you can capture a portion or the entire screen, print it as an image and save it for future use.

1 **When you click [Snap] of the mode switch, Snap mode description dialog box appears. Click ⌷ OK ⌷.**

- • If you put a checkmark in [Do Not Display This Dialog Again], you can go to Snap mode directly the next time without displaying the dialog box.
- • You can also start Snap mode from [Start] - [All Programs (Programs)] - [Brother P-touch] - [P-touch Editor 5.0 (Snap mode)].
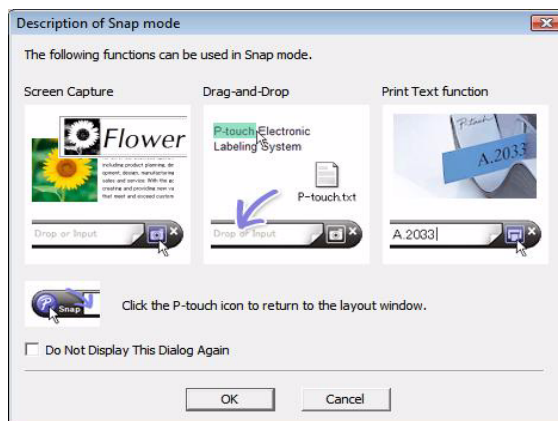
2 **Snap mode appears.**

See the P-touch Editor Help for details.

◢ Start P-touch Editor Help

This section explains how to start P-touch Editor Help for Windows®. The following is the example for Windows Vista®.

◼ Start from Start button

To start P-touch Editor Help, click the Start button on the task bar, point to [All Programs (or Programs)]. Click [Brother P-touch] and [P-touch Editor 5.0 Help].
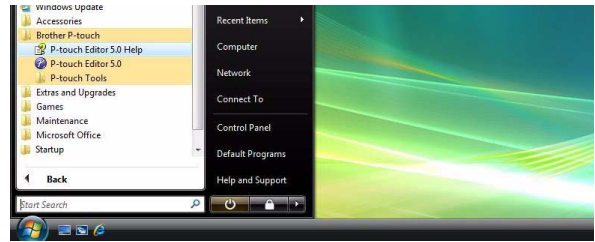
◼ Start from New/Open dialog

When you start the P-touch Editor 5.0 and the New/Open dialog box appears, click Help-How To.
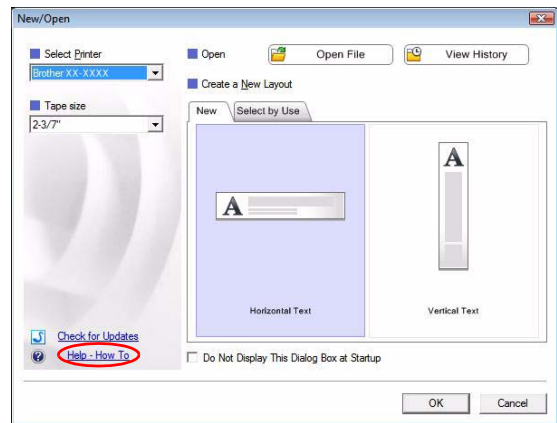
◼ Start from P-touch Editor

Click Help menu and choose P-touch Editor Help.
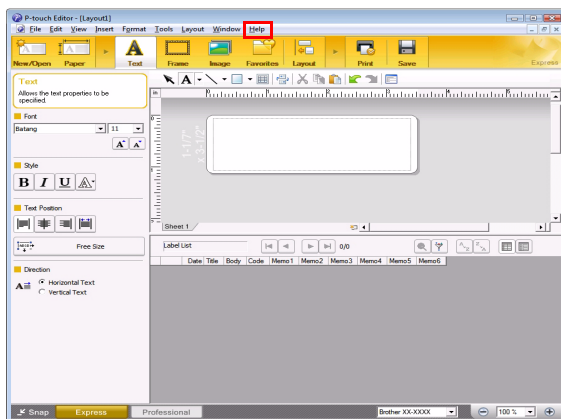
Express Mode
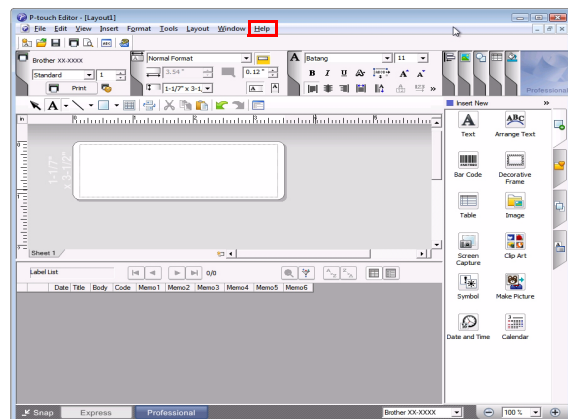
Professional Mode

Right click the mouse and choose P-touch Editor Help.
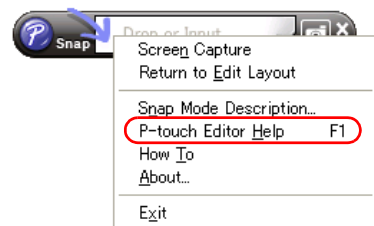
Snap Mode

Press [F1] key to access P-touch Editor Help directly.

● Printing the Help description

The information given in P-touch Editor Help can be printed. Use your normal printer to print the P-touch Editor Help information.

1 **In the [Contents] tab, choose any topic you want to print.**

2 **Click** [🖶 Print] **on the Toolbar.**

3 **Choose the range of topics to be printed, and click** [OK] **.**

Print Topics

You can print the selected topic or all the topics in the selected heading. What would you like to do?

⦿ Print the selected topic

○ Print the selected heading and all subtopics

[OK] [Cancel]
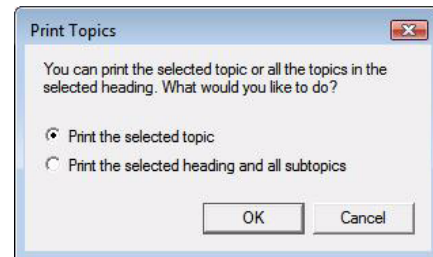
4 **Specify the [Printer] and click** [🖶] **.**

(!) Choose a normal printer that supports general paper sizes, such as Letter.

Printing directly from other applications

You can use this machine to print directly from most Windows® applications, by installing the printer driver.

> ⚠ Because the paper size for this machine is different from other regular printers, you may not be able to print even after installing the driver and application software, unless the application software allows the correct label size to be set.

▶ Setting the Printer Driver

In the following steps, you will see XX-XXXX. Read "XX" as your printer name. The printer names in the following screens may differ from your purchased printer name.

The screens may vary depending on the model. The following is the example for Windows Vista®.

1
- **For Windows® XP**
  From [Control Panel], open [Printer and other hardware], open [Printer and Faxes].
- **For Windows Vista®**
  From [Control Panel], go to [Hardware and Sound] and open [Printers].
- **Windows® 7**
  Click the 🪟, go to [Devices and Printers].

> 📝 For details, see Windows® Help.

2
- **For Windows® XP**
  Choose "Brother XX-XXXX", and click [File] - [Printing Preferences]
  The [Printer Properties] dialog box appears.
  (XX-XXXX is your model name.)

- **For Windows Vista®**
  Choose "Brother XX-XXXX", and click [Select printing preferences].
  The [Brother XX-XXXX Printing preferences] dialog box appears.
  (XX-XXXX is your model name.)

- **For Windows® 7**
  Choose "Brother XX-XXXX", and right click and select [Printing preferences].
  The [Brother XX-XXXX Printing preferences] dialog box appears.
  (XX-XXXX is your model name.)

3 Choose each item and click [OK].

- **[Basic] Tab**
  The paper size can be selected.
  If the size of paper to be used is not listed in the [Paper Size] list, a new paper size can be added. For details, see "Add new paper format" on page 6.
  Then, select the paper size from (Paper Size) list.
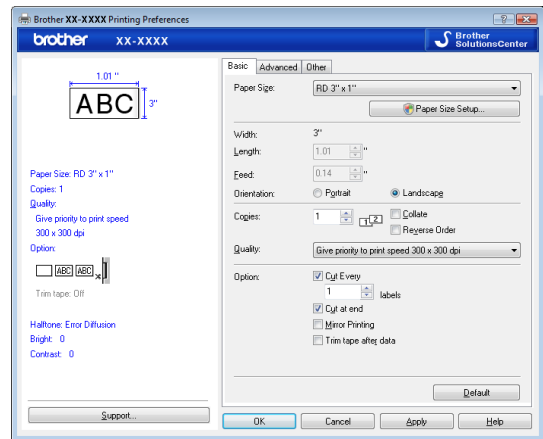
- **[Advanced] Tab**
  Settings for [Halftone], [Brightness] and [Contrast] can be specified from this tab.
  When using a fixed size with continuous length tape, click [Settings] to display a dialog box, and then specify the necessary settings.

  > Refer to the page 47 about "Printing labels distributed to multiple printers".
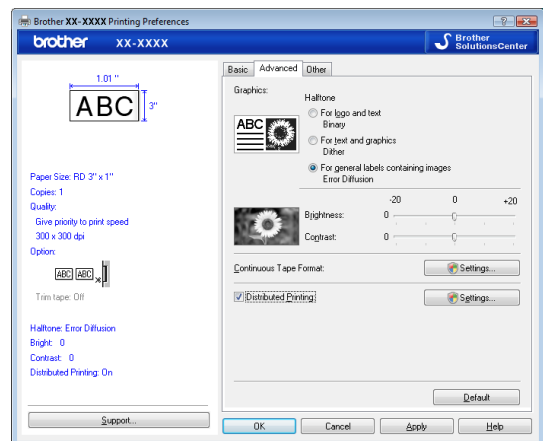
- **[Other] Tab**
  Settings for [Unit] and [Start printing] can be specified from this tab.
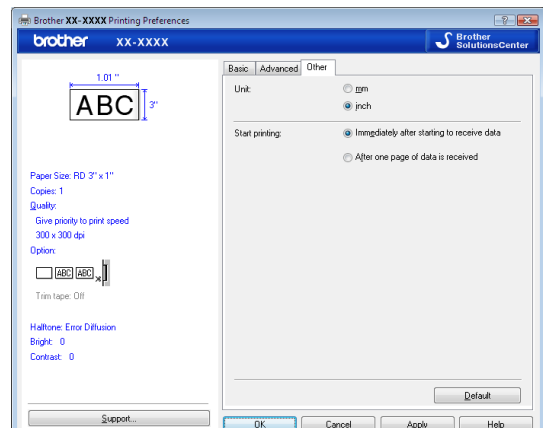
4 Close the [Printers] window.

▶ Printing from other applications

We will use Microsoft$^®$ Word 2007 as an example.
In the following steps, you will see XX-XXXX. Read "XX" as your printer name. The printer names in the following screens may differ from your purchased printer name.
The screens may vary depending on the model.

1 Click 🔵 and 🖨.

The [Print] dialog box appears.

2 Choose "Brother XX-XXXX".

You can change the settings of the Printer Driver from the [Properties] dialog box which appears by clicking [Properties].
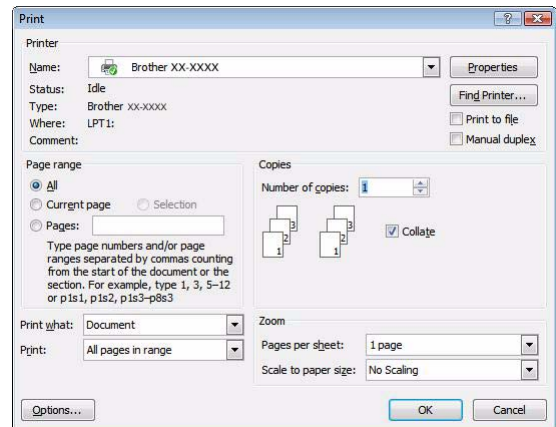
3 Click ✖ to close the [Print] dialog box.

4 When you click [Page Layout] the ribbon appears. Then click 🔲 to the right of Page Setup.

The [Page Setup] dialog box appears.

5 Click the [Paper] tab, and choose the paper size that you want to print.

You can also choose the Paper Format that you added on ➔page 6.
Set page margins in the [Margins] tab as well.
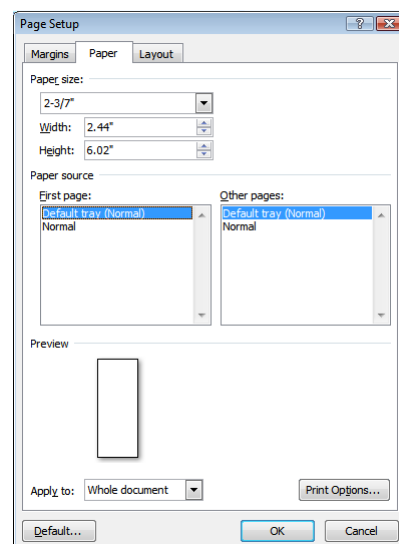
6 Click [OK].

The size of the Microsoft$^®$ Word window is adjusted to the paper size that you have just chosen. Edit the document as needed.

7 Click [OK].

The specified labels are printed.

▶ Creating labels with other applications by using the Add-In function

When installing the software, if you choose the Add-In function, a P-touch icon will be automatically added onto the Microsoft® Word, Excel®, and Outlook® toolbar. (Only if Microsoft® Word, Excel®, Outlook® are already installed on your computer.) The Add-In function is valid for Windows® only.

In each application, by choosing the text you want to print and clicking on the P-touch icon, you can create and print labels quickly and easily.

Depending on the setting, the character string that is downloaded by using Add-In function will be registered to Label List. Label List is a database for exclusively P-touch Editor. To display Label List, click [File]-[Database]-[Label List].

- The Add-In function supports the following applications:
  Microsoft® Word 2002/2003/2007/2010, Microsoft® Excel® 2002/2003/2007/2010, and Microsoft® Outlook® 2002/2003/2007/2010
- After the Add-In function is installed into Microsoft® Word, Excel®, or Outlook®, the security dialog box may appear when starting these applications, depending on the application's security settings.
- For Microsoft® Word 2007 etc., if the dialog box on right appears, select [Trust all documents from this publisher], and click [OK]. For details on security settings, see the Help files for the application.
- For Microsoft® Word 2003 etc., check the [Always trust macros from this source] checkbox, and click on [Enable Macros].
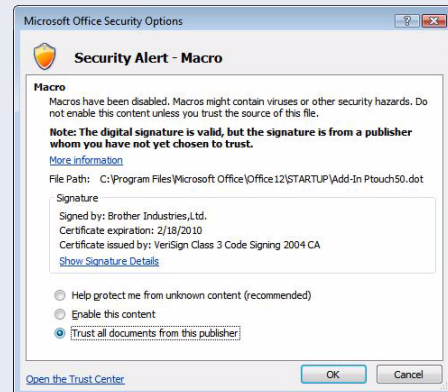
For details or installation information, see the P-touch Editor Help.

● Registering and canceling the Add-In function

Before running this program, close the Word, Excel® and Outlook® programs.

The following is the example for Windows Vista®.

1 **Click [Start]-[All Programs]-[Brother P-touch]-[P-touch Tools]-[P-touch Editor 5.0 Add-Ins Utility].**

The [Brother P-touch Add-In Settings] dialog box appears.
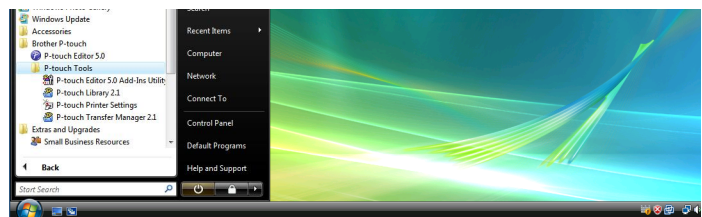
2 **Click on the checkboxes for the Microsoft®**
application where you would like the
P-touch Editor add-in function button to be
installed.

Now for each Microsoft® application you must
select which version of the label creation software
you would like to open when the P-touch Editor
button on the tool bar is clicked.
• Express Mode   : Starts Express Mode.
• Professional Mode : Starts Professional mode.
• Print Immediately   : Prints the label.
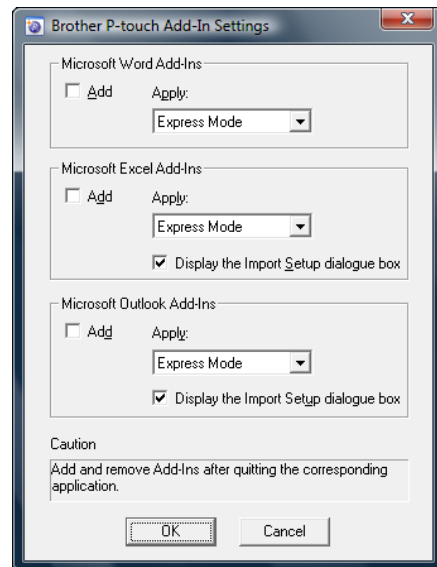
● Microsoft® Word

With the Add-In function, you can directly copy the text in Microsoft® Word to a label layout.

> If Microsoft® Outlook® is running and Microsoft® Word is chosen as the standard editor, you won't be able to use the Add-In function in Microsoft® Word. Exit Microsoft® Outlook® and restart Microsoft® Word.

Creating labels using Microsoft® Word

1 Open a Microsoft® Word document and select the text you want included in the label from your word document.
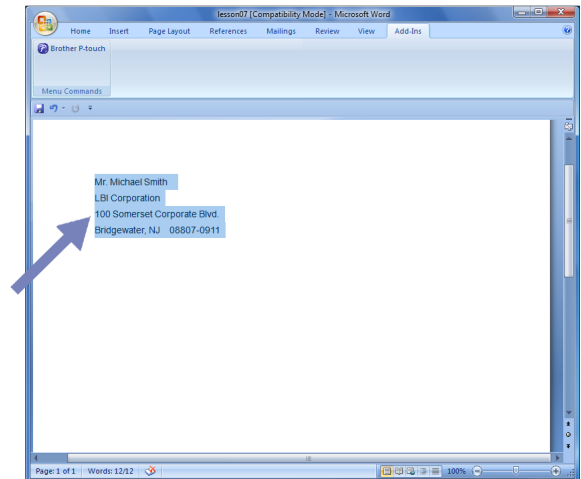
2 On the Microsoft® Word ribbon/standard toolbar, click 📘.

> For details on how to automatically add the text to a Label List, see "How to add the Microsoft® Word text to a Label List" described below.

How to add Microsoft® Word text to the Label list shown in the database Window

> For first time use, the message "Record data in the Label List?" is displayed. If you click Yes, new records are automatically created in the Label List and the text is added to each field shown below from next time you register the text: Each time you add new information into your label list it also records the following information for your reference.

The text	Added field
Date of creation	Date field
The first line	Title field
All lines including the first line	Body field
Detected ZIP/Postal code	Code field

Example of label list data being stored in the database window in P-touch editor screen

		Date	Title	Body	Code	Memo1	Memo2	Memo3	Memo4	Memo5	Memo6
☐	1 ▶	7/19/2007	Mr. Walter Freeman	Mr. Walter Freeman ABC Transporting Corporation 4555 Cumberland PKWY Anytown, USA 95093	95093						

If you click No in the message "Record data in the Label List?" is displayed and want to register, go to [Tools]-[Options], and check "Automatically Record Data Imported With Add-In." in the [Label List] tab.

● Microsoft® Excel®

With the Add-In function, you can directly copy text in Microsoft® Excel® to a label layout.

Creating labels using Microsoft® Excel®

1 **Open a Microsoft® Excel® worksheet and select the cells of text you want included in the label from your Excel spreadsheet.**
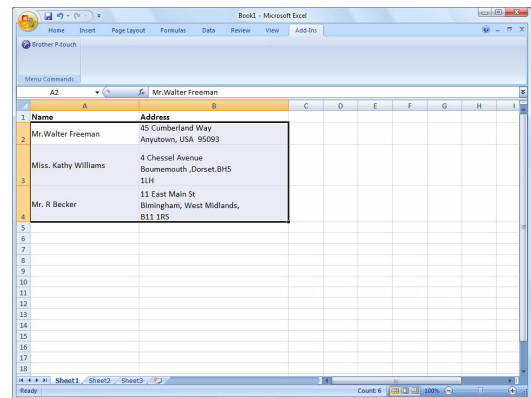
2 **On the Microsoft® Excel® ribbon/standard toolbar, click .**

The [Brother P-touch Import Setup] dialog box appears.

3 **In [Label Layout], make adjustments to the line feed in the cells and click .**

[Label Layout] enables you to change the way your text is displayed/printed. When you choose any listed item in the [Fields] box and click , a new field is added to the [Label Layout] box. You can enter spaces, line feeds, commas, and characters for each cell and print them on a label. You can also remove fields in this screen by highlighting the field and pressing the delete key on your keyboard.
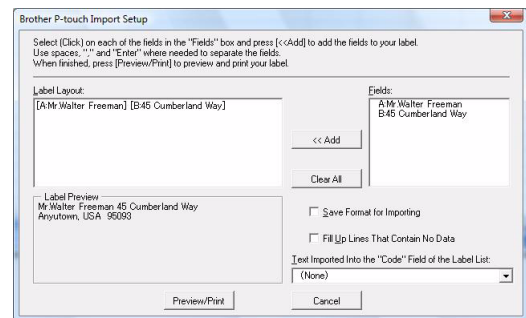
- For details on how to automatically add the text to a Label List, see "How to add text from Microsoft® Excel® to a Label List" on page 24.
- If you want to include the data into the Code field of the Label List, choose [Text Imported Into the "Code" Field of the Label List] in the [Brother P-touch Import Setup] dialog box.

How to add text from Microsoft® Excel® to a Label List

📝 For first time use, the message "Record data in the Label List?" is displayed. If you click Yes, new records are automatically created in the Label List and the text is added to each field shown below from next time you register the text: Each time you add new information into your label list it also records the following information for your reference.

The text	Added field
Date of creation	Date field
The first line in the text that is specified in the Label Layout	Title field
All lines including the first line in text specified in the Label Layout	Body field
Content of cell specified in [Text Imported Into the "code" Field of the Label List]	Code field

|		Date	Title	Body	Code	Memo1	Memo2	Memo3	Memo4	Memo5	Memo6
☐	1 ▸	7/19/2007	Mr.Walter Freeman 45 Cumberland Way	Mr.Walter Freeman 45 Cumberland Way Anyutown, USA 95093		Mr.Walter Freeman	45 Cumberland Way Anyutown, USA 95093				
☐	2	7/19/2007	Miss. Kathy Williams 4 Chessel Avenue	Miss. Kathy Williams 4 Chessel Avenue Bournemouth ,Dorset.BH5 1LH		Miss. Kathy Williams	4 Chessel Avenue Bournemouth ,Dorset.BH5 1LH				
☐	3	7/19/2007	Mr. R Becker 11 East Main St	Mr. R Becker 11 East Main St Bimingham, West Midlands, B11 1RS		Mr. R Becker	11 East Main St Bimingham, West Midlands, B11 1RS				

If you clicked No when the message "Record data in the Label List?" is displayed, but want to register, go to [Tools]-[Options], and check "Automatically Record Data Imported With Add-in."

● Microsoft® Outlook®

With the Add-In function, you can directly copy the text in Microsoft® Outlook® to a label layout.
Items you can import are: Contacts, Calendar items, Deleted Items, Drafts, Inbox, Journal, Notes (text in the Notes dialog box is not available), Outbox, Sent Items and Tasks windows.

Creating labels using the Contacts data in Microsoft® Outlook®

1 **Open Microsoft® Outlook® Contacts and highlight the contact information you want to include.**

In Microsoft® Outlook®, you can include not only the Contact data but also the text in a message, as you can do in Microsoft® Word.
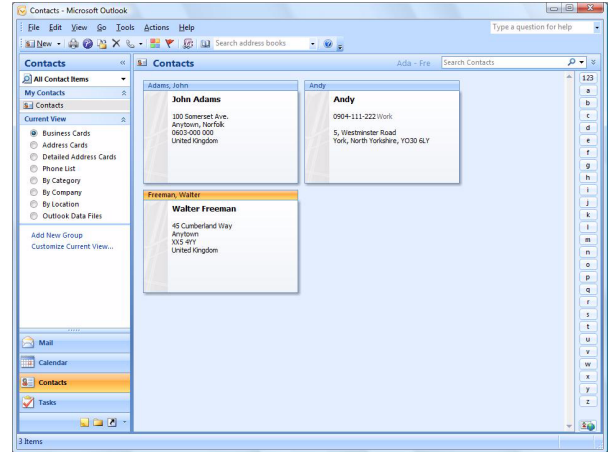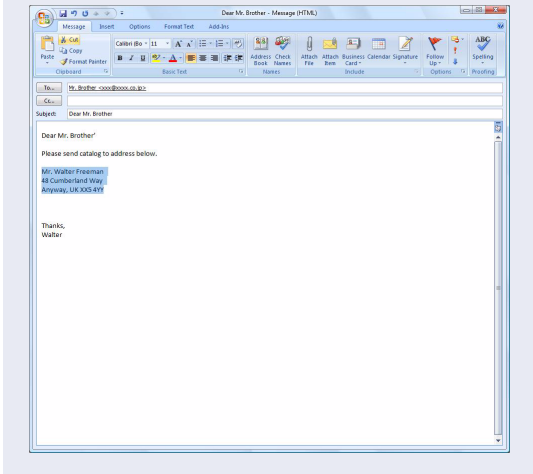
2 **On the Microsoft® Outlook® ribbon/standard toolbar, click [icon].**

For details on how to automatically add the text to the Label List, see "How to add text from Microsoft® Outlook® to a Label List" on page 26.

3 **In [Label Layout], make adjustments to the line feed in the cells and click [Edit/Print].**

[Label Layout] enables you to change the way your text is displayed/printed.
When you choose any listed item in the [Fields] box and click [<< Add], a new field is added to the [Label Layout] box.
You can enter spaces, line feeds, commas, and characters for each cell and print them on a label. You can also remove fields in this screen by highlighting the field and pressing the delete key on your keyboard.

• For details on how to automatically add the text to a Label List, see "How to add text from Microsoft® Outlook® to a Label List" on page 26.
• If you want to include the data into the Code field of the Label List, choose [Text Imported Into the "Code" Field of the Label List] in the [Brother P-touch Import Setup] dialog box.

How to add text from Microsoft® Outlook® to a Label List

✏️ For first time use, the message "Record data in the Label List?" is displayed. If you click Yes, new records are automatically created in the Label List and the text is added to each field shown below from next time you register the text: Each time you add new information into your label list it also records the following information for your reference.

The text	Added field
Date of creation	Date field
The first line in the text that is specified in the Label Layout	Title field
All lines including the first line in text specified in the Label Layout	Body field
Content of cell specified in [Text Imported Into the "code" Field of the Label List]	Code field

		Date	Title	Body	Code	Memo1	Memo2	Memo3	Memo4	Memo5	Memo6
☐	1 ▶	7/19/2007	Walter Freeman	Mr. Walter Freeman 45 Cumberland Way							
☐	2	7/19/2007	John Adams	Anytown, Norfolk100 Somerset Ave.100 Somerset Ave. Anytown, Norfolk 0603-000 000 United KingdomJohn AdamsJohn Adams							
☐	3	7/19/2007	Andy	York, North Yorkshire5, Westminster Road5, Westminster Road York, North Yorkshire, YO30 6LYAndyAndy							

If you clicked No when the message "Record data in the Label List?" is displayed, but want to register, go to [Tools]-[Options], and check "Automatically Record Data Imported With Add-in."
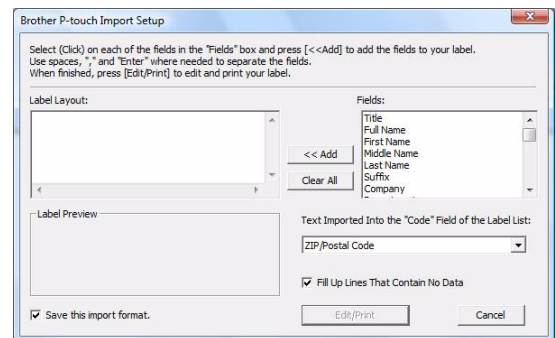
How to use P-touch Transfer Manager & P-touch Library

P-touch Library: This application allows you to manage P-touch label templates and other data on the computer. You can print a label from within P-touch library.

P-touch Transfer Manager: This application can transfer label template data to the printer's main unit and can make backups of data transferred to the printer's internal memory.

Transfer function is needed to use P-touch Template. For details on P-touch Template, see P-touch Template manual (page 5).

To transfer the templates via network, you need to prepare BRAdmin Professional or Web BRAdmin. Download them from our website. (For Network models only)

▶ Starting up P-touch Transfer Manager

1 **Click the [Start] button, then choose [All programs (Programs)] - [Brother P-touch] - [P-touch Tools] - [P-touch Transfer Manager 2.1].**

P-touch Transfer Manager starts up.

Layout window
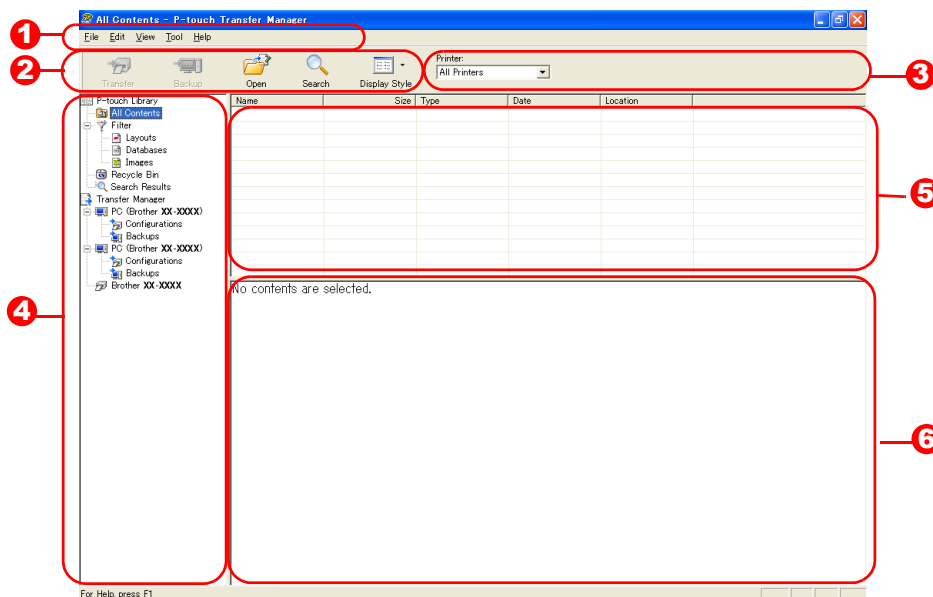
❶ Menu

Commands are categorized into each menu (File, Edit, View, Tool, and Help) by function.

❷ Toolbar

There are icons for frequently used commands. Click on one to access that command.

❸ Selecting the printer model (Only for P-touch Transfer Manager)

Select the printer model to send data to. When you select a printer, only the data that can be sent to the selected printer is displayed in the list view.

❹ Folder view

Displays a list of folders. When you select any folder, the data in the folder selected is displayed in the list view on the right.

❺ List view

The data in the selected folder is displayed.

❻ Preview

The label templates selected in the list view are displayed as a preview.

Explanations of the Icons

Icon	Button name	Function
	Transfer (Only for P-touch Transfer Manager)	Transfers the label templates and other data on your PC to the printer (when connecting USB interface cable).
	Backup (Only for P-touch Transfer Manager)	Backs up the data you have transferred to the Brother printer using the P-touch Transfer Manager.
	Open	Edits the selected data.
	Print (Only for P-touch Library)	Prints the selected label template with the printer.
	Search	Searches the data managed with the P-touch Library.
	Display Style	Changes the file display format.

▶ Transferring label templates from the PC to the printer via USB

> (!) • Do not turn off the power when transferring templates.
> • Make sure to disconnect the network cable when transferring templates via USB.
> • Grouped objects will be converted and sent as an image.

1 Select the printer to transfer data to.

> (!) Before transferring data, check that the PC and the printer are correctly connected with a USB cable and that the printer power is On.
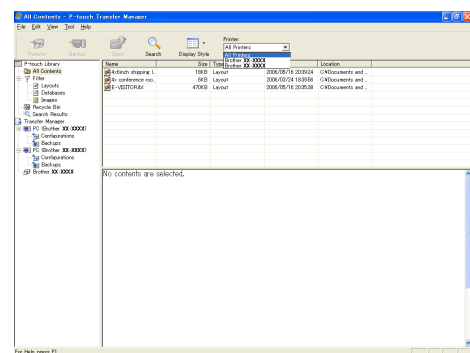
2 Right click the [Configurations folder], then select [New] and create a new folder.

Here, as an example, we create the folder "Transfer".
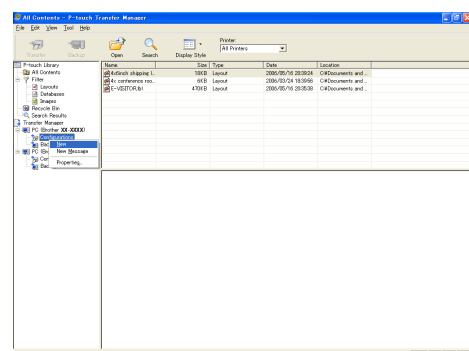
3 **Drag the transfer data to the folder you just made.**

Drag the transfer data from All contents or from Layouts or some other folder under Filter.
When transferring multiple sets of data, move all the transfer data to the folder you made.
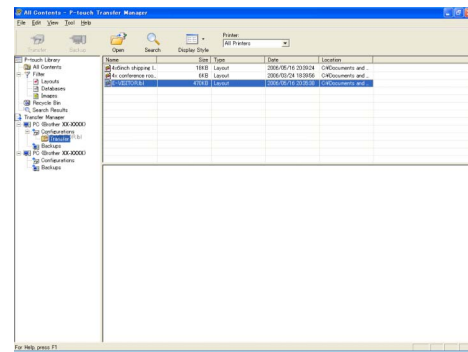
4 **Key Assign numbers are automatically assigned to transfer data within the folder you made in previous step.**

To change a number, right click the data name in the list view, then select key assign number.

- Key Assign is necessary for transfer of data other than message texts.
- If you change the Key Assign number used for data already transferred to the printer main unit, it is overwritten. You can check the Key Assign number used for data already transferred to printer by backing up the data as explained in "Backing up label templates" (page 31).
- You can click the data name for transfer data and change to a new name. Depending on your printer model, there may be restrictions on the number of characters that can be used in a data name.
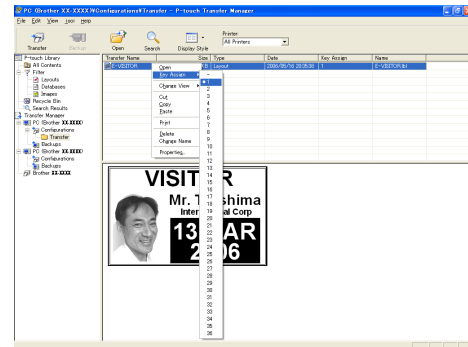
5 **Select the data or folder you want to transfer, then click [transfer icon].**

The transfer confirmation message is displayed.
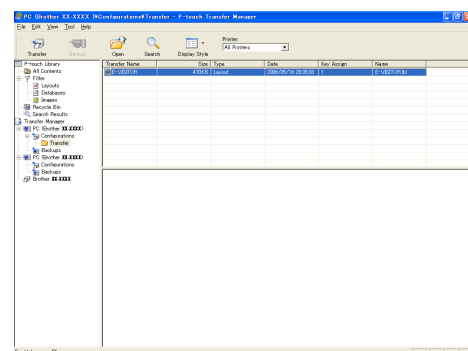
6 **Click [OK].**

The data in the folder selected with the folder view is transferred to the printer.

If you have selected specific data in the list view, only that selected data is transferred to the printer.
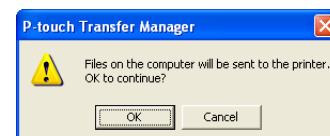
▶ Transfer the templates to the printer via network

To transfer the templates to the printer via network, you need BRAdmin Professional or Web BRAdmin. Download it from our website first.
The printer names and pictures in the following screens may differ from your purchased printer. The screens may vary depending on the model.

⚠ Do not turn off the power when transferring templates.

1 **Create the template you want to transfer with P-touch Editor 5.0, then choose [File]-[Transfer Template...] menu to register.**

2 **Click** 🔲 **to save the registered template in .blf format.**

3 **Start BRAdmin Professional Ⓐ or Web BRAdmin Ⓑ.**

Ⓐ Choose the printer and click on the [Control] menu. Select [Load Firmware].
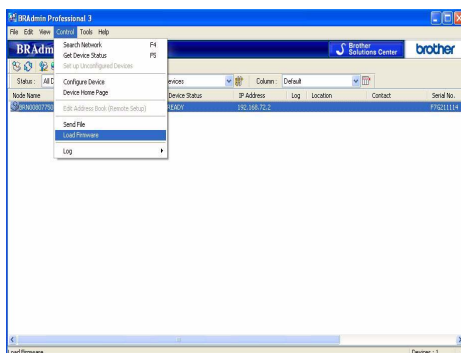
Ⓑ Choose the printer and click [Open] button on the lower of the screen.
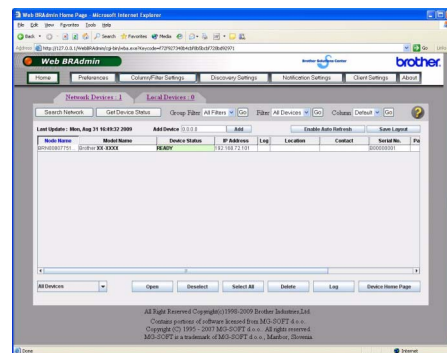
4 **Choose Load Firmware function of the BRAdmin Professional Ⓐ or Web BRAdmin Ⓑ.**

Ⓐ Choose [TFTP PUT] and click [OK] button.
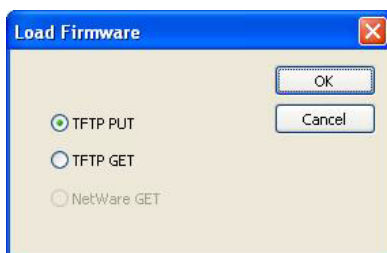
Ⓑ Click [Load Firmware] button on the upper of the screen.
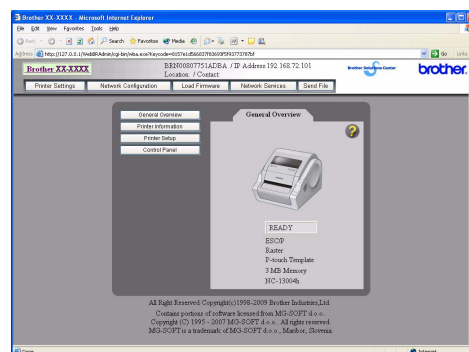
5 **Choose the file in .blf format which you saved in step 2 and load it to the printer.**

Ⓐ Choose .blf file and click [OK] button.　　　Ⓑ Choose .blf file and click [Submit] button.
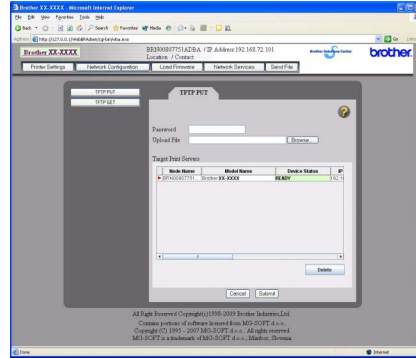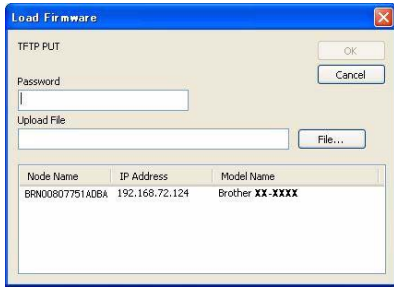
✎ The default password is "access".

▶ Backing up label templates

This transfers label templates and other data in the printer to the PC.

⚠ • Valid only when connecting USB cable.
• Backed up data cannot be edited on the PC.
• For some printer model specifications, it may not be possible to retransfer backed-up data to a printer of a different model than the one the data was originally backed up from.

1 **Connect the PC and the printer by USB cable and switch on the printer power.**

The printer model name is displayed in the folder view.
If you select a printer model name in folder view, the current data transferred to the printer is displayed.

2 **Select the printer to back up from, then click 🖥️ Backup .**

The backup confirmation message is displayed.
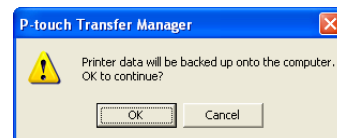
3 **Click [OK].**

New folder with a name containing the date is created under printer folder, and all the printer's data is transferred to that new folder.
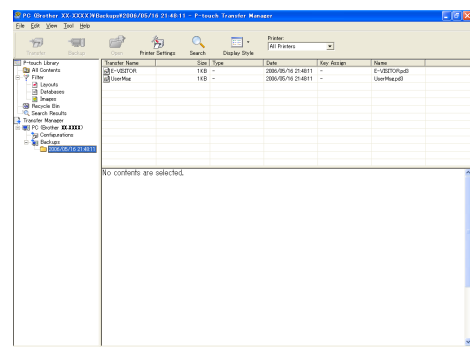
▶ Deleting label templates in the printer

> **(!)** Do not turn off the power when deleting templates.

1 **Connect the PC and the printer by USB cable and switch On the printer power.**

The printer model name is displayed in the folder view.

2 **Right click the printer, then select [All Delete].**

The confirmation message is displayed.
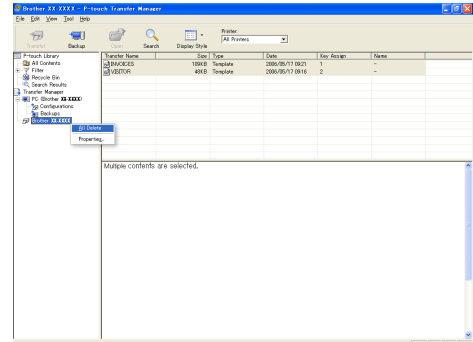
3 **Click [OK].**

All data in the printer is erased.
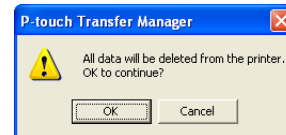
> **📝** To delete a specific label template, select the label template to be deleted, and then click [File] - [Delete].

▶ Starting up P-touch Library

You can start up the P-touch Library and edit and print labels.

1 **Click the [Start] button, then choose [All programs (Programs)] - [Brother P-touch] - [P-touch Tools] - [P-touch Library 2.1].**
The P-touch Library starts up.

● Opening and editing data

1 **Choose the data you want to edit, then click** `Open` **.**

The application associated with the data is opened and you can edit the data.

> ✎ The application that starts up depends on the data. For example, for a P-touch template, P-touch Editor starts up.
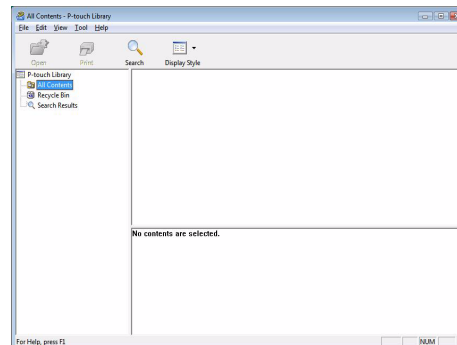
● Printing labels

1 **Choose the label templates you want to print, then click** `Print` **.**
The label is printed by the connected printer.
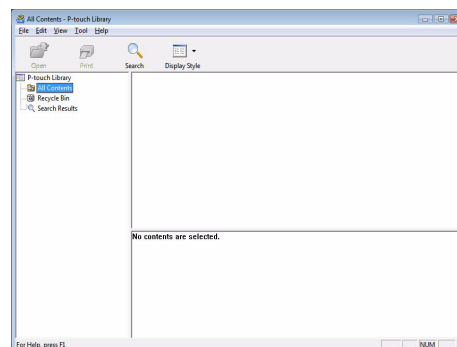
▶ Searching labels

You can search label templates registered in the P-touch Library.

1 **Click** ![Search]

The [Search] dialog box is displayed.
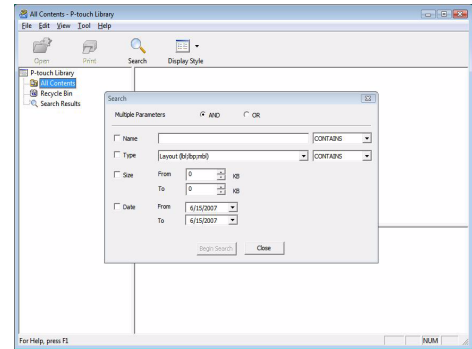
2 **Check the items to be used as search conditions and set the search items.**

The search items that can be set are as follows.

Settings	Details
Multiple Parameters	This sets the method for combining multiple search items. If you choose AND, files are searched for those that satisfy all the conditions. If you choose OR, files are searched for those that satisfy any one of the conditions.
Name	Inputs the data name to search for.
Type	Chooses the data type to search for.
Size	Sets the data size to search for.
Date	Sets the date and time at which the data to search for was last modified.

3 **Click [Begin Search].**

The search is started.
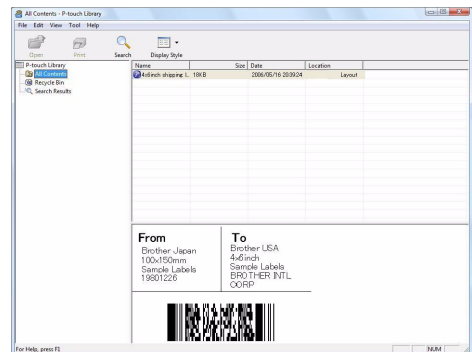
Close the [Search] dialog. The search results can be checked in the Search Results in the folder view.

✎ • You can register the data in the P-touch Library by dragging and dropping to the All contents folder or its list view. To have label templates created with P-touch Editor automatically registered in the P-touch Library, use the following method.
1. From the P-touch Editor menu, choose [Tools] - [Options].
2. In the [Options] dialog box [General] tab, click [Registration Settings].
3. Choose the timing for registering label templates created with P-touch Editor, then click [OK].

Transferring label templates with P-touch Transfer Express

By using P-touch Transfer Express, one or more label templates and a database can be easily transferred into a TD-4000/4100N printer via a local USB or network (TD-4100N) connection. After a label template has been created by an administrator, it can be distributed together with P-touch Transfer Express to many users and easily transfer a label template into each TD-4000/4100N printer locally.

> (!) If the template is to be transferred as a new one, be sure to specify a [Key Assign] number (in P-touch Transfer Manager) that is not currently used. If the specified [Key Assign] number is already being used, the existing template will be overwritten with the new one.

> (!) The [Key Assign] numbers for templates transferred to the machine can be confirmed by "Printing the list of label templates".
> Refer to "Printing the list of label templates" on page 41.

> (!) Valid only when connecting USB cable.
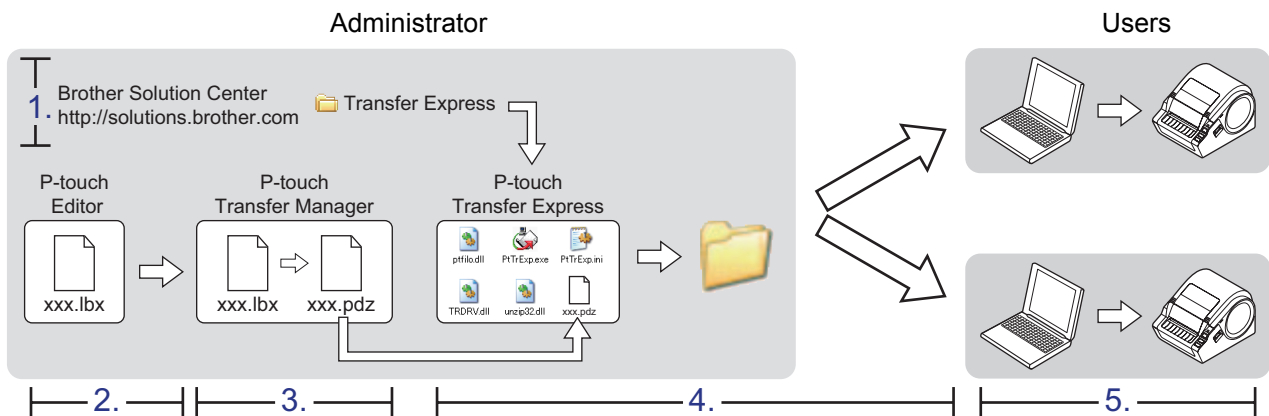
1. Preparing P-touch Transfer Express

The user must prepare P-touch Transfer Express for transferring label templates to the TD-4000/4100N.

> (!) P-touch Transfer Express is developed in English.

1 **The latest P-touch Transfer Express can be downloaded from the following website.**
http://solutions.brother.com
[Select your region/country] - [Choose your product] - [Downloads]

2 **Download Transfer Express to any location on the computer.**
The "Transfer Express" folder is created.

2. Transferring the label template to P-touch Transfer Manager

1 **In P-touch Editor, open the label template to be transferred.**

2 **Click [File] - [Transfer Template].**

The label template is transferred to P-touch Transfer Manager.
P-touch Transfer Manager automatically starts up.

The label template can also be transferred to P-touch Transfer Manager by clicking [Start] - [All programs] - [Brother P-touch] - [P-touch Tools] - [P-touch Transfer Manager 2.1] to start P-touch Transfer Manager, then dragging the .lbx file to the P-touch Transfer Manager window.
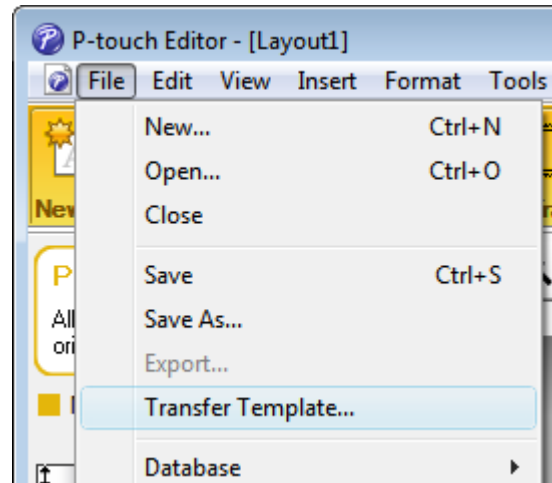
3. Saving the label template as a Transfer Package file (.pdz)

In order to create a file in a format that can be used by P-touch Transfer Express, save the label template as a Transfer Package file (.pdz).

1 **In the folder view, select [Configurations].**
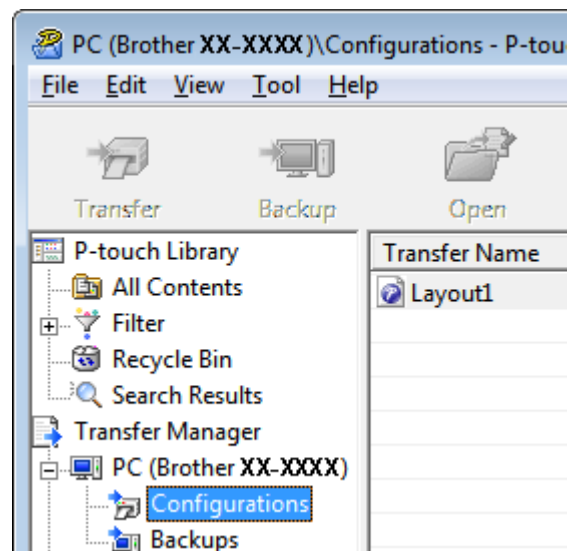
2 Select the label template to be distributed.

Multiple label templates can be selected.
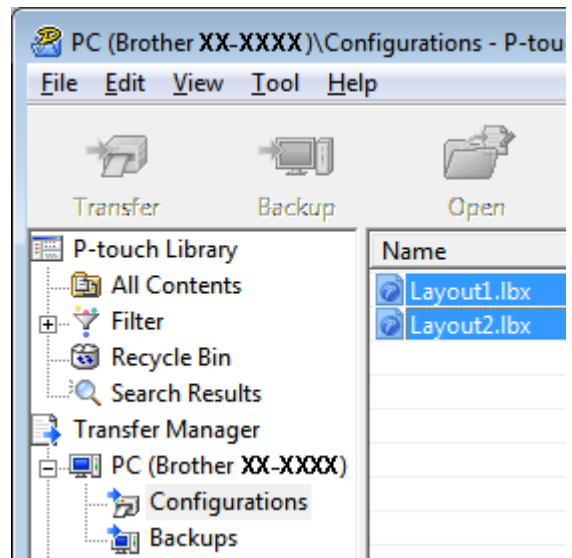
3 Click [File] - [Save Transfer File].

✎ • If [Save Transfer File] was clicked while either [Configurations] or a created folder is selected, all label templates in the folder are saved as the Transfer Package file (.pdz).
• Multiple label templates can be combined into a single Transfer Package file (.pdz).
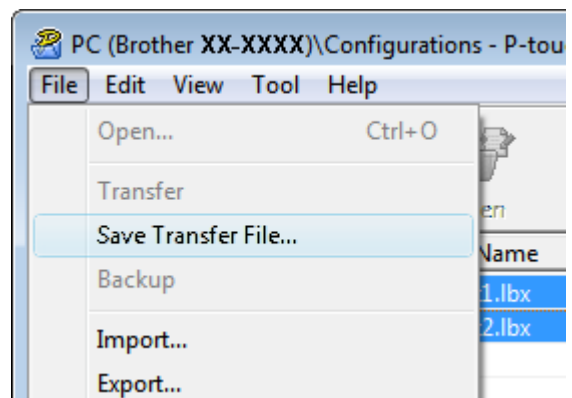
4 Type in the name, and then click [Save].

The label template is saved as a Transfer Package file (.pdz).
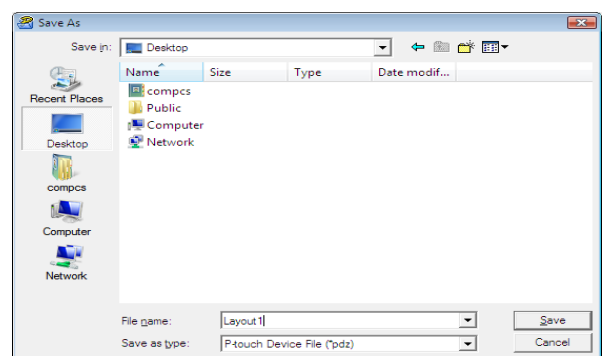
▶ 4. Distributing the Transfer Package file (.pdz) and P-touch Transfer Express to the user

✎ If the user already has P-touch Transfer Express downloaded, it is not necessary for the administrator to send Transfer Express folder to the user. In this case, the user can simply move the distributed Transfer Package file to the folder [Transfer Express] and then double-click "PtTrExp.exe".

1 **Move the Transfer Package file (.pdz) to the folder [Transfer Express].**
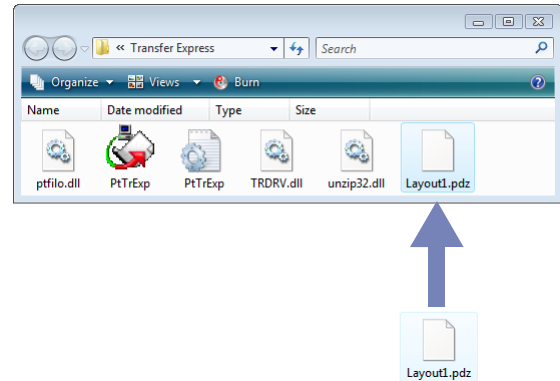
2 **Distribute all files in the folder [Transfer Express] to the user.**

▶ 5. Transferring the Transfer Package file (.pdz) to TD-4000/4100N

Using P-touch Transfer Express received from the administrator, the user can transfer the Transfer Package file (.pdz) to the TD-4000/4100N.

> (!) Do not turn off the power when transferring templates.

1 **Turn on the TD-4000/4100N.**

2 **Using a USB cable, connect the TD-4000/4100N to the computer.**

3 **Double-click "PtTrExp.exe", which was received from the administrator.**

4 • **When there is a single Transfer Package file (.pdz) within the folder containing "PtTrExp.exe"**
Click [Transfer].
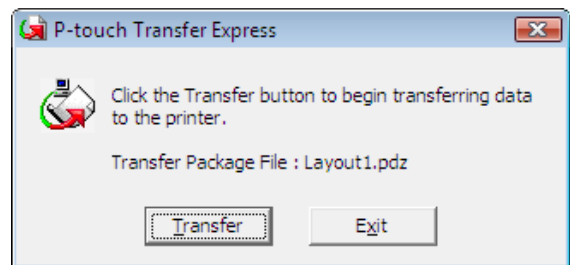
Transfer of the Transfer Package file begins.
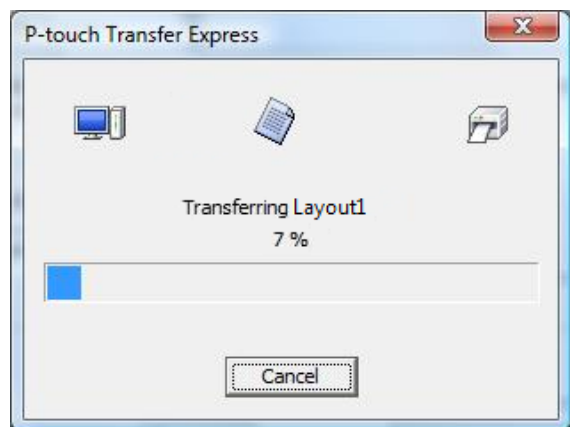
• **When there are either multiple or no Transfer Package files (.pdz) within the folder containing "PtTrExp.exe"**
Click [Browse].
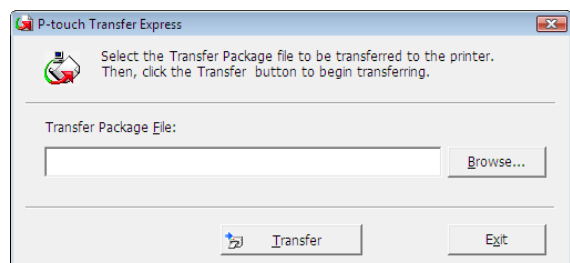
Select the Transfer Package file to be transferred, and then click [Open].
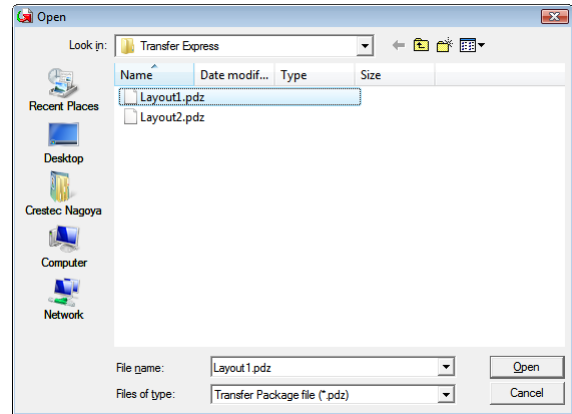
Click [Transfer].
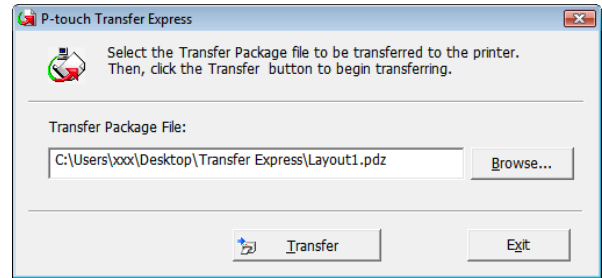
Click [Yes].
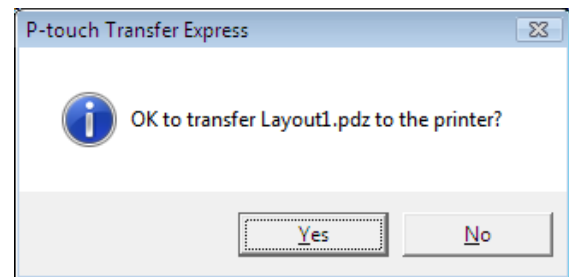
Transfer of the Transfer Package file begins.
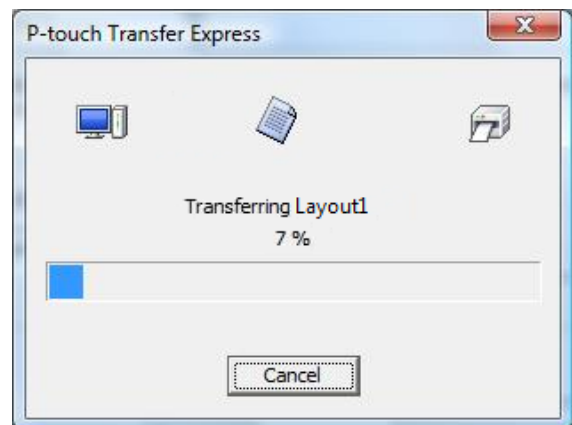
5 **Click [OK].**

Transfer of the Transfer Package file is completed.
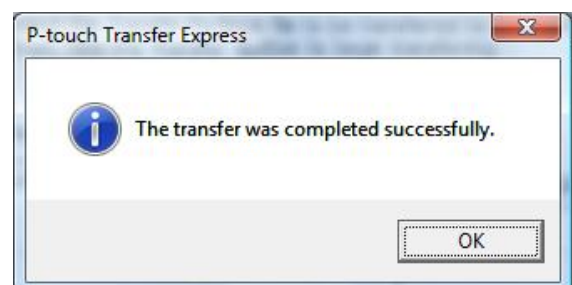
Printing the list of label templates

A list of the templates stored on the TD-4000/4100N can be printed.

(!) No more than 99 files will be listed.

1 **Install a roll of labels with a width of 2"(50.8mm) or more.**

2 **Hold down the FEED button.**

The list of label templates is printed.

```
<Template List>
 KEY  Name              Size    Date / Time       Connected  Database  Name
———————————————————————————————————————————————————————————————————
  1  foodlabelus        588B  2010 Dec/01  12:29  foodlistus_Shee
  2  Cream              488B  2010 Dec/01  12:29  -
  3  Milk               484B  2010 Dec/01  12:29  -
  4  foodlabel4         506B  2010 Dec/01  12:29  foodlistus4_She
———————————————————————————————————————————————————————————————————



<Database List>
 KEY  Name              Size    Date / Time
———————————————————————————————————————————————————————————————————
  1   foodlistus_Shee   254B  2010 Dec/24  05:03
  2   foodlistus4_She   196B  2010 Dec/24  05:03
———————————————————————————————————————————————————————————————————
Available memory:2094252B
```

*Labels are for illustrative purposes only.

Printing labels using P-touch templates

▶ P-touch Template function

With a barcode reader connected to the printer, labels and barcodes can easily be printed by scanning barcodes.

- **Preset template printing (➔ page 43)**
  If frequently used label layouts are stored in the printer, they can be reprinted by simply scanning the barcode for each label layout.
- **Barcode printing (➔ page 44)**
  "Scan a barcode with a barcode reader to print a duplicate or different label design using the data contained in the scanned barcode. Also called retagging."
- **Database-assisted label printing (➔ page 45)**
  "A database linked to a label layout in the printer can be searched by a key which is data scanned from a barcode scanner, and the data in the found record will be inserted into the label layout and then printed."
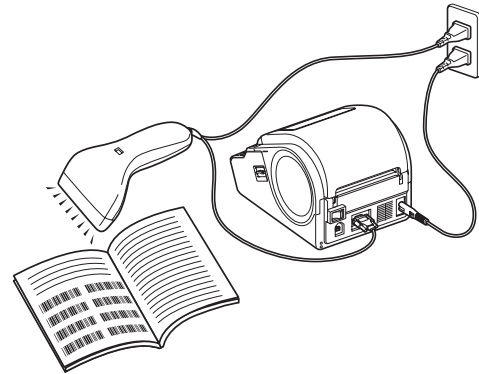
The plug may differ by country.

▶ Preparation

Connect a barcode reader to the printer.

- **Barcode reader connection interfaces**
  TD-4000 use the RS232C interface, TD-4100N use either the network or RS-232C interfaces.
- **Barcode reader models whose operation has been confirmed**
  •OPR-3201 (OPTOELECTRONICS CO., LTD.)
  •LS 2208 (Motorola, Inc.)
  •DS 6707 (Honeywell International Inc.)

> • For the FAQ and up-to-date list of barcode reader models whose operation has been confirmed, visit the Brother Solution Center (http://solutions.brother.com/).
> • Before this function can be used, the label layout or template to be used must be transferred with Transfer Manager from the computer to the printer. Refer to P.27 for details of the Transfer Manager.
> • The barcode reader should be set for barcodes with no prefix or suffix.
> • Various settings such as the baud rate must be changed in order to use the RS-232C connection. For details on changing the settings, refer to the operation manual for the barcode reader. The default settings for the serial port of this printer are listed below.

Baud rate	9600bps	Flow control	DTR
Parity	None	Stop bit	1
Bit length	8		

> • For details on using the barcode reader, contact the manufacturer.
> • Refer to P.30 when you transfer the templates via network.

▶ Preset template printing

If a frequently used label layout is stored in the printer, identical labels can be printed simply by scanning barcodes.

<Name label> | Bill Anderson |

<Address label>

Mr. Bill Anderson
4555 Cumberland Pkwy
Anytown USA 95063

> • For details on the barcodes that can be scanned for the various settings, refer to "List of barcodes for specifying settings" on page 50.
> • Grouped objects will be converted and sent as an image.

1 **Using Transfer Manager, transfer (from P-touch Editor 5.0 to the printer) the label layout to be printed. (Refer to page 27 for details of the Transfer Manager.)**

> A text object in the label layout can be converted an image. After being converted to an image, the text cannot be changed. This is useful for protecting frequently used templates from being accidentally edited.
> In the P-touch Editor layout window, right-click the text object, and then click "Properties". Click the "Expanded" tab, and then select the "Text Cannot Be Edited" check box.
> Otherwise, click "Options" in the "Tools" menu, click the "General" tab, and then select the "Display Expanded Tabs of Object Properties" check box under "Others".
> When the check box is cleared, the object is converted back to text that can be edited.

2 **When data is transferred to "Configurations" in Transfer Manager, the "Key Assign" number is automatically specified.**

> Specify a "Key Assign" number between 1 and 10 for label layouts to be used with preset template printing.

3 **Scan the "P-touch template command" barcode.**
Refer to "List of barcodes for specifying settings" on page 50.

4 **From the "Basic settings" barcodes, scan the barcode for the parameter whose setting is to be specified.**

> • Settings can be specified for multiple parameters.
> • If no settings have been specified, a label will be printed by P-touch Template Settings. The default settings for P-touch Template Settings is a single copy with "Auto cut on". For details on P-touch Template Settings, download "P-touch Template manual" (English only) from the following web site.
>   http://solutions.brother.com/
>   [Select your region/country]-[Choose your product]-[Downloads] .
> • To specify the number of copies to be printed, scan the "Number of copies" barcode, and then scan the barcodes under "For entering numbers" to specify a three-digit number.
>   Example:
>   Specify numbers by scanning barcodes as follows: 7→[00][7], 15→[0][1][5]
> • To change the setting for the number of copies, scan the "Number of copies" barcode again, and then scan the barcodes for the new three-digit number.

5 **Scan the barcode under "Preset template number" with the same number as the "Key Assign" number for the label layout to be printed.**

6 **The specified label is printed.**

▶Barcode printing

Scan a barcode with a barcode reader to print a duplicate or different label design using the data contained in the scanned barcode. Also called retagging.

> • For details on the barcodes that can be scanned for the various settings, refer to "List of barcodes for specifying settings" on page 50.
> • If the barcode to be scanned with the barcode reader has a different protocol than the barcode in the previously created template, it may not be possible for the barcode to be created and printed.

1 **Using Transfer Manager, transfer (from P-touch Editor 5.0 to the printer) the barcode template to be printed. (Refer to page 27 for details of the Transfer Manager.)**

(CODE128/9-digit/2.7"×0.65")

> Be sure to create barcode templates that comply with the limits on the size and number of digits for the barcode to be created. The barcode cannot be created if it exceeds the number of digits specified in the template.

2 **When data is transferred to "Configurations" in Transfer Manager, the "Key Assign" number is automatically specified.**

3 **Scan the "P-touch template command" barcode.**
Refer to "List of barcodes for specifying settings" on page 50.

4 **From the "Basic settings" barcodes, scan the barcode for the parameter whose setting is to be specified.**

> • Settings can be specified for multiple parameters.
> • If no settings have been specified, a label will be printed by P-touch Template Settings. The default settings for P-touch Template Settings is a single copy with "Auto cut on". For details on P-touch Template Settings, download "P-touch Template manual" (English only) from the following web site.
> http://solutions.brother.com/
> [Select your region/country]-[Choose your product]-[Downloads].
> • To specify the number of copies to be printed, scan the "Number of copies" barcode, and then scan the barcodes under "For entering numbers" to specify a three-digit number. The setting is automatically applied when three digits have been specified.
> Example:
> Specify numbers by scanning barcodes as follows: 7→[[00][7], 15→[[0][1][5]
> • To change the setting for the number of copies, scan the "Number of copies" barcode again, and then scan the barcodes for the new three-digit number.

5 **Scan the "Select template" barcode, and then scan the barcodes under "For entering numbers" to specify the "Key Assign" number (three digits) for the barcode template.**

> • The setting is automatically applied when three digits have been specified.
> Example:
> Specify numbers by scanning barcodes as follows: 7→[00][7], 15→[0][1][5]
> • To change the number, scan the "Select template" barcode again, and then scan the barcodes for the new three-digit number.

6 **Scan the barcode whose data is to be used.**

ABC123456

(CODE128/9-digit)

7 **Scan the "Begin printing" barcode.**

8 **The barcode is printed with the protocol and size specified in the template.**

ABC123456

▶ Database-assisted label printing

A database linked to a label layout in the printer can be searched by a key which is data scanned from a barcode scanner, and the data in the found record will be inserted into the label layout and then printed.

> • The key barcode is the barcode for the information appearing in the database file at the leftmost column in record view (field "A" in form view). These key barcodes must be created in advance.
> • The database information in field "A" of the form view must not include any other data. In addition, even if the information contains two lines of data, only the first line of data is recognized when the barcode is scanned with the barcode reader. Therefore, enter only one line of data into the information in field "A" of the form view.
> • For details on the barcodes that can be scanned for the various settings, refer to "List of barcodes for specifying settings" on page 50.

1 **Connect the database file to the label layout to be printed.**
For details on specifying the settings, refer to the "P-touch Editor Help".
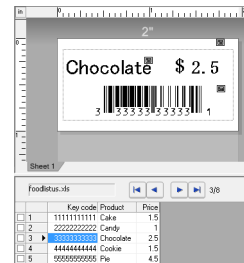
2 **Using Transfer Manager, transfer the label layout from P-touch Editor 5.0 to the printer. (Refer to page 27 for details of the Transfer Manager.)**
The database file is also transferred.

3 **When data is transferred to "Configurations" in Transfer Manager, the "Key Assign" number is automatically specified.**

4 **Scan the "P-touch template command" barcode.**
Refer to "List of barcodes for specifying settings" on page 50.

5 **From the "Basic settings" barcodes, scan the barcode for the parameter whose setting is to be specified.**

📝
- Settings can be specified for multiple parameters.
- If no settings have been specified, a label will be printed by P-touch Template Settings. The default settings for P-touch Template Settings is a single copy with "Auto cut on". For details on P-touch Template Settings, download "P-touch Template manual" (English only) from the following web site.
  http://solutions.brother.com/
  [Select your region/country]-[Choose your product]-[Downloads].
- To specify the number of copies to be printed, scan the "Number of copies" barcode, and then scan the barcodes under "For entering numbers" to specify a three-digit number. The setting is automatically applied when three digits have been specified.
  Example:
  Specify numbers by scanning barcodes as follows: 7→[00][7], 15→[0][1][5]
- To change the setting for the number of copies, scan the "Number of copies" barcode again, and then scan the barcodes for the new three-digit number.

6 Scan the "Select template" barcode, and then scan the barcodes under "For entering numbers" to specify the "Key Assign" number (three digits) for the barcode template.

📝
- The setting is automatically applied when three digits have been specified.
  Example:
  Specify numbers by scanning barcodes as follows: 7→[00][7], 15→[0][1][5]
- To change the number, scan the "Select template" barcode again, and then scan the barcodes for the new three-digit number.

7 Scan the key barcode whose data is to be used in the database file.

8 Scan the "Delimiter" barcode.

9 Scan the "Begin printing" barcode.

10 The object data in the specified template is replaced with the database data, and the labels are printed.

Printing labels distributed to multiple printers

▶ Distributed printing

When printing a large number of labels, printing can be distributed among multiple printers.
Since printing is performed at the same time, the total printing time can be reduced.

> • Printing can be distributed to printers connected via a USB connection or network connection (TD-4100N only).
> • The number of pages to be printed is automatically divided among the selected printers. If the specified number of pages cannot be evenly divided among the printers, it will be divided in the order of the printers listed in the dialog box when the print settings are specified in step 4.
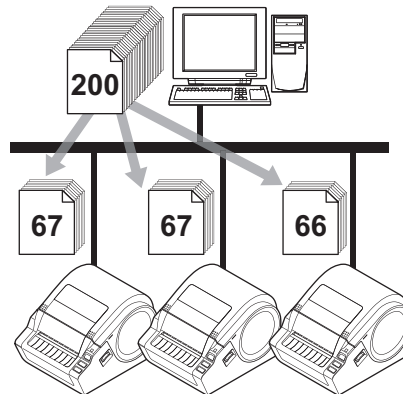
1 **From the "File" menu in P-touch Editor 5.0, click "Print".**

2 **Click [Properties...].**

3 **Select the "Advanced" tab, select the "Distributed printing" check box, and then click [Settings].**
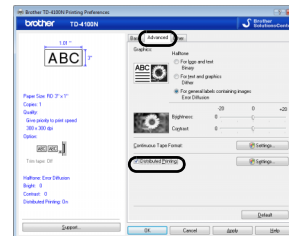
4 **In the "Distributed Printing Settings" dialog box, select the printers to be used for distributed printing.**
   1. Select the check box beside the "Printer Name" to be used for distributed printing.

5 **Specify the label size to be used for printing.**
A.If only one printer has been selected.
In the dialog box from step 4, select the printer whose setting is to be specified, and then either double-click it or right-click it and click "Settings". From the "Paper" drop-down list, select the label size.
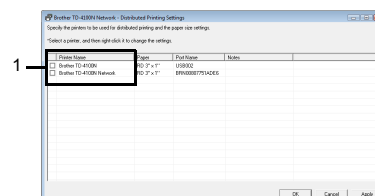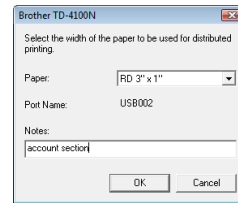
- Information to be displayed in the dialog box from step 4 can be entered in the "Notes" text box.
- If you select [* Any paper] from the "Paper" drop-down list, all selected distributed printers will print, regardless of the loaded label size.

B. If multiple printers have been selected.
In the dialog box from step 4, select the printers whose setting are to be specified, and right-click them and click "Settings". From the "Paper" drop-down list, select the label size. The same label size setting is applied to all selected printers.
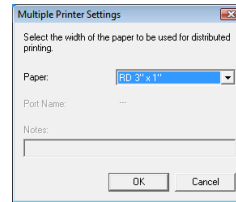
- The settings below "Printer Settings" and "Notes" are not available.
- If you select [* Any paper] from the "Paper" drop-down list, all selected distributed printers will print, regardless of the loaded label size.

6 **Click [OK] to close the label size setting window.**

7 **Click [OK] to close the "Distributed Printing Settings" window.**
Setup is completed.

8 **Click [OK] to start distributed printing.**

We recommend performing a connection test for your operating environment. For more information, contact a sales representative.

Appendix

General procedure for the P-touch Template function

The general procedure for using the P-touch Template function is described below.
For details on specifying the various settings, refer to "Printing labels using P-touch templates" on page 42.

1 **Use P-touch Editor 5.0 to create a template, and then transfer it to the printer.**

2 **Connect the barcode reader to the printer.**

3 **Scan the "P-touch template command" barcode.**
This allows the settings to be specified or clears the previous settings.

4 **Scan the "Basic settings" barcode.**
Specify the number of copies to be printed.

5 **Specify the appropriate settings (A, B or C).**
A.Preset template printing
1.Scan the "Preset template number" barcode.
B.Barcode printing
1.Scan the "Select template" barcode, then the barcodes under "For entering numbers".
2.Scan the barcode whose data is to be used or copied.
3.Scan the "Begin printing" barcode.
C.Database-assisted label printing
1.Scan the "Select template" barcode, then the barcodes under "For entering numbers".
2.Scan the key barcode for the database data to be used.
3.Scan the "Delimiter" barcode.
4.Scan the "Begin printing" barcode.

6 **The specified label is printed.**

List of barcodes for specifying settings

These are the barcodes for specifying settings used with the "Printing labels using P-touch templates" on page 42.

> • When using the barcodes in this list, set "Trigger for P-touch Template Printing" and "Command Prefix Character" to default in P-touch Template Settings.
> • It is possible that these sample bar codes may not be read correctly, depending on the quality of your printout.

- **P-touch template command (Initialize + begin specifying settings)**

```
Esc ia3^II
```

- **Basic settings**

  - **Number of copies*[1]**

```
^CN
```

- **For entering numbers*[1]**

    - **1**

    (barcode) 1

    - **2**

    (barcode) 2

    - **3**

    (barcode) 3

    - **4**

    (barcode) 4

    - **5**

    (barcode) 5

    - **6**

    (barcode) 6

    - **7**

    (barcode) 7

    - **8**

    (barcode) 8

    - **9**

    (barcode) 9

    - **0**

    (barcode) 0

    - **00**

    (barcode) 00

- **Preset template number**

    - **Preset template 1**

    (barcode) ^TS001^FF

    - **Preset template 2**

    (barcode) ^TS002^FF

    - **Preset template 3**

    (barcode) ^TS003^FF

    - **Preset template 4**

    (barcode) ^TS004^FF

• Preset template 5

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS005^FF

• Preset template 6

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS006^FF

• Preset template 7

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS007^FF

• Preset template 8

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS008^FF

• Preset template 9

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS009^FF

• Preset template 10

‖‖‖‖‖‖‖‖‖‖‖‖‖‖‖
^TS010^FF

- **Select template**

‖‖‖‖‖‖‖‖‖‖‖‖
^TS

- **Delimiter**

‖‖‖‖‖‖‖‖‖‖‖
HT

- **Begin printing**

‖‖‖‖‖‖‖‖‖‖‖
^FF

*1These are used when specifying the number of copies printed and when selecting a template number. Scan barcodes to specify a three-digit number, such as [00][7] or [0][1][5]. The setting is automatically applied when three digits have been specified.

To change settings, scan the "Number of copies" barcode again when changing the number of copies or scan the "Select template" bar code again when changing the template number, and then scan the bar codes for the new three-digit number.