

# KL-820

## User's Guide



RJA519067-001V01

**CASIO**<sup>®</sup>

## Read This First!

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- Be sure to read this manual carefully before attempting to use the product for the first time.

## Safety Precautions

Thank you for purchasing this quality CASIO product.  
Before using it, be sure to read the following Safety Precautions. Keep the manual in a convenient location for future reference when necessary.



### Danger

This symbol indicates information that, if ignored or applied incorrectly, creates the danger of death or serious personal injury.



### Warning

This symbol indicates information that, if ignored or applied incorrectly, creates the possibility of death or serious personal injury.




### Caution

This symbol indicates information that, if ignored or applied incorrectly, creates the possibility of personal injury or material damage.

## Examples of graphic markings



 indicates something you should not do. The symbol shown here indicates you should not try to take the unit apart.



 indicates something you should do.

 **Danger****Alkaline Batteries**

Perform the following steps immediately if fluid leaking from alkaline batteries ever gets into your eyes.

1. Do not rub your eyes! Rinse them with water.
2. Contact your physician immediately.

Leaving alkaline battery fluid in your eyes can lead to loss of sight.

 **Warning****Smoke, abnormal odor, overheating, and other abnormalities**

Continued use of the product while it is emitting smoke or strange odor, or overheating creates the risk of fire and electric shock. Immediately perform the following steps whenever any of the above symptoms are present.

1. Turn off power.
2. Unplug the power cord from the wall outlet.
3. Contact your original retailer.

**AC adaptor**

Misuse of the AC adaptor creates the risk of fire and electric shock. Make sure you follow the precautions listed below.

- Use only items that are specified for the product.
- Use only a power source whose output matches the rating marked on the plate on the back of the product.
- Never plug the AC adaptor into a wall outlet that is shared by other devices, or into a shared extension cord.

 **Warning****AC adaptor**

Misuse of the AC adaptor can damage it and create the risk of fire and electric shock. Make sure you follow the precautions listed below.

- Never place heavy objects on these items or subject them to direct heat.
- Never modify these items or subject them to bending.
- Do not subject these items to twisting or pulling.
- Should the AC adaptor or its plug ever become damaged, contact your original retailer.

**AC adaptor**

- Never touch the AC adaptor or its plugs while your hands are wet. Doing so creates the risk of electric shock.
- Never use the power cord or AC adaptor in areas where it may become wet. Water creates the risk of fire and electric shock.
- Never place a vase or any other liquid container on top of the AC adaptor. Water creates the risk of fire and electric shock.

**Batteries**

Misuse of batteries can cause them to leak, resulting in damage to nearby objects, or to explode, creating the risk of fire and personal injury. Always make sure you observe the following precautions.

- Never try to take batteries apart or allow them to become shorted.
- Never expose batteries to heat or dispose of them by incineration.
- Never mix old batteries with new ones.
- Never mix batteries of different types.
- Do not charge the batteries.
- Make sure the positive (+) and negative (-) ends of the batteries are facing correctly.



 **Warning**

**Dropping and rough treatment**



Continued use of the product after it has been damaged due to dropping or other rough treatment creates the risk of fire and electric shock. Immediately perform the following steps if the product should ever become damaged.

1. Turn off power.
2. Unplug the power cord from the wall outlet.
3. Contact your original retailer.

**Do not disassemble or modify the product.**



Never try to take the product apart or modify it in any way. Doing so creates the risk of electric shock, burn injury, or other personal injury.

Leave all internal inspection, maintenance, and repair up to your original retailer.

**Water and foreign objects**



Water, liquids, or foreign objects (especially metal) getting inside the product creates the risk of fire and electric shock. Immediately perform the following steps if liquid or a foreign object should ever get inside the product.

1. Turn off power.
2. Unplug the power cord from the wall outlet.
3. Contact your original retailer.

**Do not incinerate.**



Never dispose of the product by incineration. Doing so creates the risk of fire and personal injury due to explosion.

**Plastic bag precaution**



Never place the plastic bags in which the product comes packed over your head. Doing so creates the risk of suffocation.

Particular care is required in households where young children are present.

 **Warning**

**Do not affix labels to a container to be used in a microwave oven.**



Do not affix labels to any container you plan to use in a microwave range. The label material contains metal, which creates the risk of fire and burn injury when heated in a microwave oven. It can also cause deformation of the container to which the label is affixed.

 **Caution**

**AC adaptor**



Misuse of the AC adaptor can damage it and create the risk of fire and electric shock. Make sure you follow the precautions listed below.



- Never locate these items near a stove or other source of intense heat.
- When unplugging the AC adaptor, be sure to grasp the plug. Never pull on the cord.
- Plug in the AC adaptor into the wall outlet as far as it will go.
- Before leaving the product unattended for long periods (such as when you go on a trip), unplug the AC adaptor.
- When not using the printer, be sure to unplug the AC adaptor from the power outlet.
- Do not allow dust to build up around the prongs of the AC adaptor plug. At least once a year, unplug the AC adaptor from the power outlet and clean it using a dry cloth or vacuum cleaner.
- Never use detergent to clean the AC adaptor (especially the plug and jack).

 **Caution****Batteries**

Misuse of batteries can cause them to leak resulting in damage to nearby objects, or to explode, creating the risk of fire and personal injury. Always make sure you observe the following precautions.

- Use only batteries that are specified for use with this product.
- Remove batteries from the product if you do not plan to use it for a long time.

**Keep backup copies of all important data**

Be sure that you keep separate copies of important data in a notebook or some other location. Malfunction of the product, repairs, and dead batteries can cause data stored memory to be lost.

**Keep heavy objects off.**

Never place a heavy object on top of the product. Doing so can cause the object to lose balance and fall, creating the risk of personal injury.

**Location**

Avoid the locations listed below for the product. Such locations create the risk of fire and electric shock.

- Areas subject to high humidity and large amounts of dust
- Food preparation areas or other location subjected to oil steam
- Near heaters, on a heated carpet, in direct sunlight, in a closed vehicle parked in the sun, and other areas subjected to high heat.

**Avoid unstable surfaces.**

Never place the product on an unstable table, desk, etc. Doing so can cause the product to fall, creating the risk of personal injury.

 **Caution****Loading and replacing batteries**

The springs inside of the battery compartment have sharp edges. Take care that you do not touch the springs with your fingers when loading or replacing batteries. Doing so creates the risk of personal injury.

**Display Screen**

- Never push on the display screen's LCD panel or subject it to strong impact. Doing so can cause the LCD panel's glass to crack, creating the risk of personal injury.



- Should the LCD panel ever crack or break, never touch the liquid inside of the panel. LCD panel liquid can cause skin irritation.
- Should LCD panel liquid ever get inside your mouth, immediately wash out your mouth with water and contact your physician.
- Should LCD panel liquid ever get into your eyes or onto your skin, rinse with clear water for at least 15 minutes, and then contact a physician.

**High temperature precaution**

Never touch the print head or other metal objects near the head. These items become very hot, and touching them creates the risk of burn injury.

## Operating Precautions

Observe the following precautions to ensure that the printer provides you with the years of trouble-free operation for which it is designed.

- Avoid using the printer in areas exposed to direct sunlight, and in areas subjected to high humidity, electrostatic charge, sudden temperature changes, and temperature extremes. Operating Temperature Range: 10°C to 35°C (50°F to 95°F)
- Battery capacity becomes lower at temperatures of 10°C (50°F) and colder. This can cause the "LOW BATTERY!" message to appear sooner than normal. If this happens, move the printer to a location that is within the operating temperature range (10°C to 35°C (50°F to 95°F)).
- Never subject the printer to strong impact or shock.
- Never allow paper clips, pins, or other similar objects to get inside the printer mechanism.
- Never pull on the tape with excessive force or try to push it into the cassette.
- Place the printer on a level surface when printing. A tilted surface can make normal printing impossible.
- Unclear printing can indicate a dirty print head. If printing becomes unclear, use the procedures on page E-32 to clean the print head and rubber roller.
- Using the printer in a location where it is exposed to direct sunlight or other strong light can cause malfunction of its photo sensor. Use the printer in a location where it is not exposed to strong light.

## Introduction

Congratulations on your selection of the CASIO KL-820 Label Printer. This CASIO Label Printer makes it possible for you to print adhesive labels for a wide variety of applications, such as: name tags, CD/DVD labels, binders, and other applications.

You can produce attractive, original labels thanks to such features as:

- Variable tape sizes (6mm, 9mm, 12mm, 18mm, 24mm)
- Attractive fonts (Sans-serif, Sans-serif-Italic, Sans-serif-rounded, Roman, Roman-Italic)
- Font effects (shading, underline, box)
- Character Styles (normal, bold, outline, shadow, raised)
- Built-in symbols
- Text memory
- Layout Printing
- Numbering
- Bar code
- Built-in Logos
- Built-in Frames
- Vertical Printing
- Mirror image printing
- 6-language display messages (English, German, French, Italian, Spanish, Swedish)

All of this makes the CASIO Label Printer the perfect tool for just about all of your labeling needs!

### Important!

- Contact a nearby dealer whenever you require servicing.
- Note that the manufacturer shall not be held liable for any loss or claims by third parties which may arise out of the use of this product.
- Note that the manufacturer shall not be held liable for any damages incurred as a result of data loss caused by malfunctions, repairs, or interruption of power supply.
- It is up to the user to keep backup records of important data.
- Keep this manual on hand for future reference.

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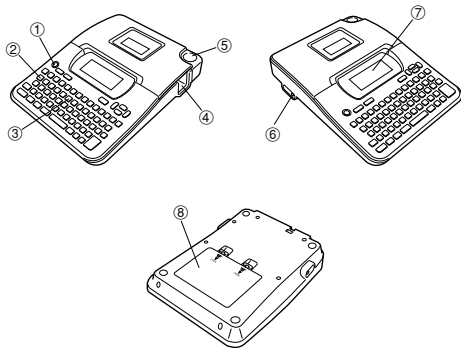
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## Part 1 Getting Acquainted

This part of the manual provides you with important information you need to know in order to use the Label Printer to its full potential. Be sure to read it carefully before using the Label Printer for the first time.

### General Guide



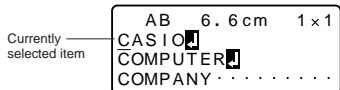
- ① **Power Key**  
Turn power on and off.
- ② **Function key**
- ③ **Letter keys**
- ④ **Tape outlet**

- ⑤ **Tape cutter button**
- ⑥ **Optional AC Adaptor connector**
- ⑦ **Liquid crystal display (LCD)**
- ⑧ **Battery compartment**

### Label Printer Menus

Label Printer operation is designed to be as simple as possible, thanks to on-screen menus that you can use to select the settings you need. Each menu is described in detail in the sections that follow in this manual, but note the following general points when using them.

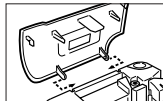
- The item that is underlined in a menu is the one that is currently selected.



- Use  $\leftarrow$ ,  $\rightarrow$ ,  $\uparrow$  and  $\downarrow$  to move the underlining left, right, up and down and change the selected item.
- Press **SET** to execute the underlined item, or **ESC** to exit the displayed menu (and return to the previous menu or screen) without selecting anything.
- When you press **SET** to execute a menu item, the Label Printer either moves on to the next menu, or it executes the selected function and returns to the text input screen that you started from.

#### If the cassette cover detaches

Reattach the cover as shown in the illustration. Take care to avoid excessive bending of the cover, which creates the risk of damage to the tabs and holes.





## Part 2 Getting Ready

This part of the manual tells you how to load batteries and the tape cartridge, and how to perform other basic setups for the Label Printer.

### Important!

- Be sure to read this section before attempting to use the Label Printer.

## Power Supply

The Label Printer can be powered by six AA-size alkaline batteries or an optional AC adaptor (AD-A95100).

## Replacing Batteries

A handy low battery power indicator lets you know when battery power is getting too low for proper operation. The message "LOW BATTERY!" appears on the display if battery power is low when you perform any of the following operations.

- Turn power on
- Execute a print operation

Whenever the "LOW BATTERY! SET/ESC" message appears, press **SET** to clear it from the display. You should still be able to perform some Label Printer operations, but some power intensive operations (like printing) may become impossible if battery power is too low. In any case, you should replace batteries as soon as possible after the "LOW BATTERY!" message appears.

### Important!

- Batteries can burst or leak and damage your unit if you do not use them correctly. Note the following important points.
- Be sure that the plus (+) and minus (-) sides of each battery are facing correctly.
- Never mix batteries of different types.
- Never leave dead batteries in the Label Printer.
- Remove the batteries if you do not plan to use the Label Printer for a long time.

### Warning!

- Never use recharged batteries with the unit.
- Do not expose batteries to direct heat, do not short circuit them, and do not try to take them apart.
- **Keep batteries out of the reach of small children. If swallowed, consult with a physician immediately.**

## Memory Data Backup

- Never remove the batteries or disconnect the AC adaptor (page E-9) while the printer is turned on. Also, make sure that the display is completely blank after turning off the printer before removing the batteries or disconnecting the AC adaptor. Removing the batteries or disconnecting the AC adaptor at the wrong time can cause loss of text you are working on, as well as data you have stored in printer memory.
- Be sure to keep separate backup copies of all important data you have stored in printer memory.

### Important!

- The printer may suddenly turn off during printing if battery power goes low. Because of this, use of the optional AC adaptor (page E-9) is recommended to power the printer.
- Whenever switching between battery power and AC adaptor power, be sure to first turn off the printer. Only then should you connect the AC adaptor or load batteries. Connecting the AC adaptor or loading batteries while the printer is on can cause power to turn off automatically, resulting in loss of text you are working on.

### Battery Life

- Printing of approximately four 18mm tape cartridges under standard printing conditions\*

\* When printing text or graphics that contain large areas of black, and printing under cold temperatures can shorten battery life.

## To load the batteries

### Caution

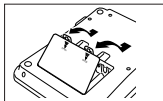
- Do not touch the springs inside the battery compartment cover with your fingers while loading or replacing batteries. The springs have sharp areas and can cut your fingers.



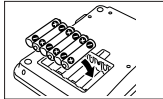
### Important!

- The Label Printer can run on six AA-size alkaline batteries. Be sure to use alkaline batteries only.

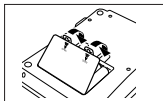
- Turn power off.
- If you are using the optional AC adaptor for power, you should also unplug it from the Label Printer.
- Turn over the Label Printer.  
Open the battery compartment cover as shown in the illustration.



- Load batteries into the battery compartment.
  - Be sure to use alkaline batteries.
  - Make sure the positive (+) and negative (-) ends of the batteries are facing in the correct directions.



- Replace the battery compartment cover.



## AC Adaptor

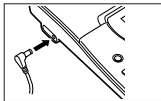
Note the following important precautions when using an optional AC adaptor to power your Label Printer.

- Use only a genuine CASIO AD-A95100 AC adaptor with the same voltage rating as the household current in your area. Using a wrong adaptor can damage your Label Printer.
- Be sure to turn the Label Printer off before you connect the adaptor. Do not turn power on until the adaptor is connected to the Label Printer and plugged into an AC outlet.
- Be sure to unplug the AC adaptor from the AC outlet whenever you are not using the Label Printer.

### To connect the AC adaptor

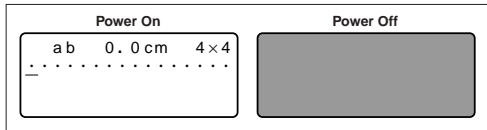
Connect the adaptor to the Label Printer as shown in the illustration. Plug the other end into a standard household AC outlet.

- Take care that you do not excessively bend or twist, or pull on either end of the AC adaptor.



## Turning Power On and Off

Press **ON/OFF** to turn power on and off.



### Important!

- If you are using the Label Printer for the first time, you should reset it first.

## Resetting the Memory

You should reset the memory of the Label Printer before using it for the first time.

### Important!

- Resetting Label Printer memory clears its memory of all input data.

### To reset the memory

- Make sure that Label Printer power is off.
  - While holding down the **PRINT** and **SPACE** keys, press **ON/OFF** to turn power on.
- This prompt confirms whether or not you want to initialize the Label Printer.

INITIALIZE?  
SET / ESC

- Release the **PRINT**, **SPACE**, and **ON/OFF** keys.
- Press **SET** to initialize the Label Printer or **ESC** to abort the reset operation without initializing anything.

## Display Language Setting

You can select English, German, French, Italian, Spanish, or Swedish as the language to be used for display messages. For information about how to change the language setting, see page E-31.

## Auto Power Off Function

If you do not perform any key operation for about six minutes, the Label Printer automatically turns power off. To restore power, press **ON/OFF**.

## Retrieving a Sentence from Memory

If power is turned off or if Auto Power Off is triggered while you are creating a sentence, the sentence that was being created is saved temporarily in printer memory. The next time you turn on power, the message "[SET] TO RECALL" will appear. Pressing **SET** will display the sentence currently stored in memory.

\* A sentence being created with Layout Printing, Numbering and Bar Code cannot be restored.

## Tape Cartridges

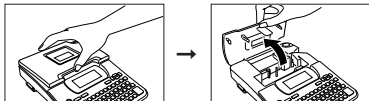
Use the procedures described below to load a tape cartridge into the Label Printer.

### Important!

- Never try to push the tape back into the cassette. Once tape is out of the cassette, there is no way to wind it back in. Trying to do so can cause operational problems with the Label Printer.
- The following are the tape widths that can be used with this printer: 6mm, 9mm, 12mm, 18mm, 24mm.

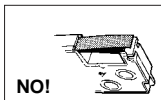
### To load a tape cartridge

- Make sure that the Label Printer is turned off.
- Hook your finger under the center of the cassette cover and then lift up to open the cover.

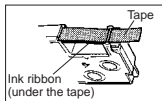


- Never touch the print head or other metal objects near the head. These items become very hot, and touching them creates the risk of burn injury.

- Remove the stopper from a new tape cartridge and check to see that the tape is ready to use.
- Make sure that the tape is under the tape guide and that it is not bent or twisted.



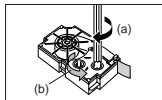
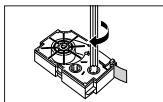
- Pull the tape out about 3cm.



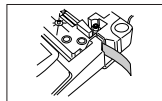
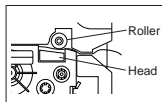
#### Important!

- Once tape is pulled out, there is no way to get it back into the cartridge.
- Never use excessive force when pulling on the tape. Doing so can cause the ink ribbon to break, creating the risk of malfunction.

- Use a pencil or some other thin object to take up slack in the ink ribbon as shown in the illustration. Note that the tape does not move at this time.
- If the ink ribbon is slack when you load it into the Label Printer, it can break or cause some other problem.
- Be sure to turn the ink ribbon take up spool only in the direction indicated by the arrow (a).
- Turn the spool until the other spool (b) starts turning in the direction noted by the arrow. This indicates there is no slack in the ribbon.



- Load the tape cartridge into the Label Printer, making sure that the tape and ink ribbon pass between the head and roller.



- Close the cover.
- Turn on Label Printer power and press **FUNC** and then **- (FEED)** two or three times to make sure that the tape comes out without any problem.
- If the tape does not come out normally, turn off power and start again from step 1 above.

## Part 3 Inputting Characters and Symbols

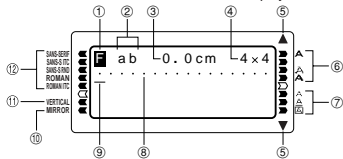
This part of the manual tells you how to input characters. To make things easier to understand, we call everything you input a character, regardless of whether it is actually a letter, number, or symbol. Explanations here all use the default settings that are in effect from the initial power-on screen. For information on using other character fonts, styles, effects and sizes, see page E-17.

### Important!

- You can input up to 100 characters per label. Further input becomes impossible after you input the 100th character.

### Display Symbols and Indicators

Before getting into actual input, you should first become acquainted with the symbols and indicators used on the Label Printer display.



#### ① Function/Shift/Code indicator

**F** appears when you press the **FUNC** key. Pressing a key while this indicator is on the display causes the function marked above, below, or next to that key to be executed.

**S** appears when you press the **SHIFT** key. While this indicator is on the display, the keyboard is shifted, so the letter keys input the opposite of their current uppercase/lowercase setting. The number keys input the punctuation symbols marked in the upper right corners of the keys. The keyboard automatically unshifts (and the shift indicator disappears) as soon as you input a character.

**C** appears when you press the **CODE** key. While this indicator is on the display, number keys input the accents marked above them and the **U**, **O**, **P**, **A**, **S**, **J**, **K**, **L**, **Z**, **C**, and **N** keys input the special characters marked in their lower right corners. The keyboard automatically returns to normal (and the code indicator disappears) as soon as you input an accent.

**SC** appears when both the **SHIFT** and **CODE** keys are pressed.

#### ② CAPS On/Off indicator

"AB" indicates uppercase input, while "ab" indicates lowercase input.

#### ③ Tape length

This value shows the length that the tape will be printed.

#### ④ Character size indicator

This indicator shows the size of the character where the cursor is currently located.

#### ⑤ Scroll indicators

These indicators appear when there is data above or below the currently displayed screen.

#### ⑥ Style indicators

These indicators point to the character style that is currently in use. You can select between normal, bold, outline, shadow, and raised.

#### ⑦ Effect indicators

These indicators point to the character effect that is currently in use. You can select between shading, underline, and box.

#### ⑧ Character position marks

These marks show where characters will appear as you input them. This part of the display is always blank when you turn power on.

#### ⑨ Cursor

The cursor shows the next input position. Any character you input appears at the point where the cursor is located.

### ⑩ Mirror printing indicator

This indicator appears when the printer is set up for mirror image printing. Normal (non-mirror) printing is performed when this indicator is not shown.

### ⑪ Vertical printing indicator

This indicator appears when the printer is set up for vertical printing. Normal (horizontal) printing is performed when this indicator is not shown.

### ⑫ Font Indicators

A pointer appears next to the currently selected font.

## Basic Alpha-Numeric Input



The following operation shows you the basic procedures for inputting letters and numbers. We will explain the procedure by inputting the following characters using the default initial power-on screen.

```
ABXYZ Computer Company  
1234567890
```

### Note

- If you hold down any key, it will repeat its operation or input at high speed until you release it.

### To input alpha-numeric characters

1. Turn power on.
2. Input the first line of characters.
  - To input the upper-case letters, you can use either **SHIFT** or **CAPS**. With **SHIFT** you must shift the keyboard for each character. With **CAPS** the keyboard stays in upper-case until you press **CAPS** again.
  - Press **SPACE** to input spaces.
  - If you input a wrong character, press **BS** to delete it and input again. See page E-16 for other details on editing text.
3. When you reach the end of a line of text, press  to input a newline mark.
  - A newline operation is indicated on the display by the  symbol. This shows where you changed lines.
  - The maximum number of lines you can input depends on the width of the tape you have loaded in the Label Printer.

Tape Width Maximum	Number of Lines
• 6mm .....	1
• 9mm .....	1
• 12mm .....	2
• 18mm .....	3
• 24mm .....	3
4. Input the characters in the second line.
5. To print the text that you input, press **PRINT**. For details on printing, see page E-22.

## About the CODE key...

The **CODE** key makes it possible to input punctuation needed for a number of different languages. The following shows the key operations you should use for each of the characters formed using the **CODE** key.

### ■ CAPS on

Key Operation	Input	Key Operation	Input	Key Operation	Input
CODE U	Û	CODE Z	Ž	CODE 5	ˆ
CODE O	Œ	CODE C	Ç	CODE 6	˘
CODE P	À	CODE N	Ñ	CODE 7	°
CODE A	Æ	CODE 1	´	CODE 8	/
CODE J	Ö	CODE 2	`	CODE 9	˜
CODE K	Å	CODE 3	¨	CODE 0	˙
CODE L	Ø	CODE 4	˘		

### ■ CAPS off

Key Operation	Input	Key Operation	Input	Key Operation	Input
CODE U	ü	CODE L	ø	CODE 4	˘
CODE O	œ	CODE Z	ž	CODE 5	ˆ
CODE P	à	CODE C	ç	CODE 6	˘
CODE A	æ	CODE N	ñ	CODE 7	°
CODE S	ß	CODE 1	´	CODE 8	/
CODE J	ö	CODE 2	`	CODE 9	˜
CODE K	å	CODE 3	¨	CODE 0	˙

Example: To input á.

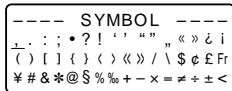
1. Press **CODE**.
2. Press **1**.
3. Press **A**.

## Special Symbols

You can also access a menu of special symbols by pressing **SYMBOL**. (There are a total of 86 different symbols.)

### To input special symbols

1. With the cursor at the location where you want to input a special symbol, press **SYMBOL**.
  - The symbol that is underlined on the display is the one that is currently selected.



2. Use the ⏪, ⏩, ⏴, and ⏵ cursor keys to move the underlining to the symbol you want.
  - Not all of the available symbols fit on the display. The menu will scroll when you press the cursor keys.
3. After you underline the symbol you want, press **SET**.
  - This returns to the input screen, with the symbol you selected input at the location where the cursor was located when you displayed the symbol list.

## Using Text Blocks

In the example label shown below, "Promotion Plan" and "Retail Package Sample Data" are independent units called "text blocks," or simply "blocks." You can divide your tape label text into blocks and then apply the following settings on a block-by-block basis.

- Number of text lines (page E-13)
- Text alignment (page E-23)
- Character pitch (page E-23)

The block mark is located here.  
(Nothing is printed at block mark locations.)




Block 1

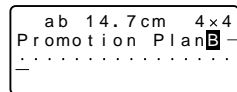
Block 2

- Two lines (page E-13)

### Example

To layout "Promotion Plan" and "Retail Package Sample Data" as separate blocks within the same tape label

1. Input the text for the first block.
  - Here we will input "Promotion Plan".
2. Press **FUNC** and then .
- This inputs a "block mark," which makes the text to the left of a block.






**Block mark**

Block marks appear on the display only. They are not printed on the tape.

3. Input the text for the next first block.

- Here we will input "Retail Package".

a b 25.3 cm 4 x 4  
Promotion Plan   
Retail Package .

- To delete a block mark, move the cursor to the  symbol, and then press **DEL**. Note that you cannot delete a block mark by pressing the **BS** key.
- You can have up to three blocks inside of a single tape label layout.
- You can also divide text you have already input into blocks. Simply move the cursor to the location where you want to input a block mark, and then press **FUNC** .
- Block marks cannot be input when **FIX** is selected for **TAPE LENGTH**. See page E-23 for more information.
- The frame function cannot be used when there are a block mark input.



## Part 4 Deleting and Inserting Characters

This section describes everything you need to know about deleting and editing characters you have already input.

### Moving the Cursor

Use the cursor keys to move the cursor around the display and position it for deleting and editing characters.

#### To move the cursor

- Press  $\leftarrow$  to move the cursor to the left, and  $\rightarrow$  to move the cursor to the right.
- Press  $\uparrow$  to move the cursor to the up, and  $\downarrow$  to move the cursor to the down.
- Press **FUNC** and then  $\leftarrow$  to make the cursor jump to the beginning (far left) of the characters on the display.
- Press **FUNC** and then  $\rightarrow$  to make the cursor jump to the end (far right) of the characters on the display.
- Holding down the  $\leftarrow$ ,  $\rightarrow$ ,  $\uparrow$  or  $\downarrow$  cursor key moves the cursor at high speed.

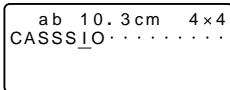
### Deleting Individual Characters

You can delete individual characters with either the **BS** key or the **DEL** key. The only difference between the operation of these two keys is the location of the cursor.

#### To delete characters using the BS key

Example: To change the word "CASSSIO" to "CASIO".

1. Use  $\leftarrow$  and  $\rightarrow$  to move the cursor under "I".



```
ab 10.3 cm 4 x 4
CASSSIO.....
```

2. Press **BS** twice to delete the two S's to the left of the cursor, shifting "IO" to the left as you do.
3. Press **FUNC** and then  $\rightarrow$  to jump back to the end of the characters for more input.

#### To delete characters using the DEL key

Example: To change the word "commputer" to "computer".

1. Use  $\leftarrow$  and  $\rightarrow$  to move the cursor under the first (far left) "m".
2. Press **DEL** twice to delete the two m's at the cursor's position, shifting "mputer" to the left as you do.
3. Press **FUNC** and then  $\rightarrow$  to jump back to the end of the characters for more input.

### Clearing the Display

Use the following procedure to clear all input text from the display.

#### To clear the display

Press **FUNC** and then **DEL** (CLS).

At this time the message "CLEAR? SET/ESC" appears on the display to confirm that you want to clear the display. Press **SET** to clear or **ESC** to abort the operation without clearing anything.

### Text Editing

You can use the following procedures to edit text on the display.

#### To insert new characters

Example: To change the text "ABCDEF" to "ABCXYZDEF".

1. With the original text on the display, move the cursor under the letter "D".
2. Input the new characters (XYZ).
  - Inputting the new characters causes them to be inserted at the cursor position. The existing characters are opened up to make room for the new characters.

#### To change existing characters to different ones

Example: To change the text "ABCDEF" to "XYZDEF".

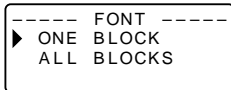
1. With the original text on the display, use either the **BS** key or **DEL** key to delete the characters to be changed (ABC).
2. Input the new characters (XYZ).

## Part 5 Font, Character Size, Text Effects and Character Styles

This part of the manual explains how to select fonts.

It also tells you how to set the size of characters, how to assign text effects like underlining, shading, and box printing, and how to select character styles like normal, bold, outline, shadow, and raised.

- If a sentence is divided into multiple blocks, you will be able to select either "ONE BLOCK" or "ALL BLOCKS" for the application of Font, Character Size, Text Effects, and Character Styles settings.



### Selecting a Font

Your printer gives you a choice of the following five fonts.

- Sans-serif (SANS-SERIF)



- Sans-serif Italic (SANS-SERIF ITC)



- Sans-serif Rounded (SANS-SERIF RND)



- Roman (ROMAN)



- Roman Italic (ROMAN ITC)



You can specify a font for the text you have just input or you can specify a default font that is used automatically whenever you create a new label.

The current font setting is indicated by the pointer along the left side of the display.

### Important!

- The font setting is applied to all of the characters within the block. You cannot make multiple specifications for specific characters.

### To change the default font setting

1. Press **FUNC** and then **FORM** (SET UP) to display the SET UP menu.
  2. Use  $\Delta$  and  $\nabla$  to select **DEFAULT FONT** and then press **SET**.
  3. Use  $\Delta$  and  $\nabla$  to select the font you want to use as the default, and then press **SET**.
- The default font you specified will be used first for all new labels. When inputting text, you can use the procedure above to change the font to another style, if you want.

### To change the font of text you have just input

1. After inputting the text you want, press **FONT**.
  2. Use  $\Delta$  and  $\nabla$  to select the font you want to change to and then press **SET**.
- This will apply the setting and return to the text input screen.

## Character Size

There are two methods you can use to set the character size: AUTO and MANUAL. With AUTO, character size is set automatically in accordance with the tape size you are using and the number of lines you are printing. MANUAL lets you set the character size manually.

The following table shows how AUTO decides which character size to use.

### Number of lines/tape size

number of lines \ tape size	tape size				
	6mm	9mm	12mm	18mm	24mm
1 line	1 × 1	2 × 2	3 × 3	4 × 4	4 × 4
2 lines	—	—	1 × 1	1 × 1	1 × 1
3 lines	—	—	—	1 × 1	1 × 1

The following table shows the 24 characters sizes that are available with MANUAL size setting.

Character Size Indicator	Actual Size (Vertical × Horizontal mm)
1 × 1	3mm × 3mm
1 × 2	3mm × 6mm
1 × 3	3mm × 9mm
1 × 4	3mm × 12mm
1 × 5	3mm × 15mm
1 × 6	3mm × 18mm
2 × 1	6mm × 3mm
2 × 2	6mm × 6mm
2 × 3	6mm × 9mm
2 × 4	6mm × 12mm
2 × 5	6mm × 15mm
2 × 6	6mm × 18mm

Character Size Indicator	Actual Size (Vertical × Horizontal mm)
3 × 1	9mm × 3mm
3 × 2	9mm × 6mm
3 × 3	9mm × 9mm
3 × 4	9mm × 12mm
3 × 5	9mm × 15mm
3 × 6	9mm × 18mm
4 × 1	12mm × 3mm
4 × 2	12mm × 6mm
4 × 3	12mm × 9mm
4 × 4	12mm × 12mm
4 × 5	12mm × 15mm
4 × 6	12mm × 18mm

Character size changes are applied to printed text only. The size of the displayed text does not change.

### Important!

- The character size setting is applied to all of the characters within the block. You cannot make multiple specifications for specific characters.
- The maximum character size you can print depends on the size of the tape you have loaded in the Label Printer and the number of lines of text you are printing. If the character size you specify is greater than the maximum characters size limit, the Label Printer automatically adjust your text vertically to fit as shown in the tables below. The message "TOO MANY LINES!" appears on the display when the character size has been adjusted.

**6mm (1 line)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	3	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	4	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6

**9mm (1 line)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	2 × 1	2 × 2	2 × 3	2 × 4	2 × 5	2 × 6
	3	2 × 1	2 × 2	2 × 3	2 × 4	2 × 5	2 × 6
	4	2 × 1	2 × 2	2 × 3	2 × 4	2 × 5	2 × 6

**12mm (1 line)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	2 × 1	2 × 2	2 × 3	2 × 4	2 × 5	2 × 6
	3	3 × 1	3 × 2	3 × 3	3 × 4	3 × 5	3 × 6
	4	3 × 1	3 × 2	3 × 3	3 × 4	3 × 5	3 × 6

**12mm (2 lines)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	3	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	4	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6

**18/24mm (1 line)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	2 × 1	2 × 2	2 × 3	2 × 4	2 × 5	2 × 6
	3	3 × 1	3 × 2	3 × 3	3 × 4	3 × 5	3 × 6
	4*	4 × 1	4 × 2	4 × 3	4 × 4	4 × 5	4 × 6

\* At this size, certain text effects can cause closely spaced lines of text to overlap.

**18/24mm (2 or 3 lines)**

		Horizontal					
		1	2	3	4	5	6
Vertical	1	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	2	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	3	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6
	4	1 × 1	1 × 2	1 × 3	1 × 4	1 × 5	1 × 6

**Important!**

- Whenever a horizontal size of 1 is being used, the lines of certain character styles can become broken.

### Using Auto Sizing (AUTO)

1. Input the text.
2. Press **SIZE** to display the size setting menu.



3. Make sure the pointer is aligned with AUTO and then press **SET**.

Now the character size is automatically set.

### To specify character sizes (MANUAL)

1. Input the text.
2. Press **SIZE** to display the size setting menu.
3. Use  $\odot$  to move the pointer to MANUAL and then press **SET**.



4. Specify the character size you want.
  - Use  $\odot$  and  $\ominus$  to move the highlighting between the two dimensions.
  - To change a dimension, press  $\odot$  to increase it or  $\ominus$  to decrease it. (You also can enter a value using the number keys.)
  - Remember that the dimensions you can specify depend on the width of the tape loaded in the label printer (see table, above).
5. When the character size you want to specify is on the display, press **SET** to select it and return to the text display.

#### Note

- You could also perform the above procedure in reverse, specifying the character size first and then inputting the text.

### Text Effects

There are three text effects that you can assign: shading, underlining, and boxed text. The following shows examples of each.

Shading: ABC.XYZ

Underlining: ABC.XYZ

Boxed Text: ABC.XYZ

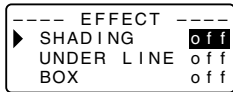
Text effect changes are applied to printed text only. The appearance of the displayed text does not change, but the text effect indicators will show you when a text effect is being used.

#### Important!

- The text effect setting is applied to all of the characters within the block. You cannot make multiple specifications for specific characters.
- You can use the Shading, Underline, and Box effects in combination with each other, and even specify all three at the same time.

### To specify a text effect

1. Input the text.
2. Press **EFFECT** to display a menu of text effects.



3. Use  $\odot$  and  $\ominus$  to move the pointer to the effect you want to use.
4. Use  $\odot$  and  $\ominus$  to turn the currently highlighted setting on or off.
5. To change the setting of other effects, repeat steps 3 and 4.
6. Press **SET** to apply the settings and return to the text screen.

#### Note

- You could also perform the above procedure in reverse, specifying the text effect first and then inputting the text.

## Character Styles

There are five character styles that you can assign; normal, bold, outline, shadow, and raised. The following shows examples of each.

Style	Indicator	Sample
Normal	None	ABC.XYZ
Bold	<b>A</b>	<b>ABC.XYZ</b>
Outline	A	ABC.XYZ
Shadow	A	ABC.XYZ
Raised	A	ABC.XYZ

Character style changes are applied to printed text only. The appearance of the displayed text does not change, but the character style indicators will show you when a character style is being used.

### Important!

- The character style effect setting is applied to all of the characters within the block. You cannot make multiple specifications for specific characters.
- Only one character style can be in effect at a time. You cannot combine character styles.

## To specify a character style

1. Input the text.
2. Press **STYLE** to display a menu of character styles.



3. Use  $\odot$  and  $\otimes$  to move the pointer to the style you want to use.
4. When the pointer is located at the style you want to specify, press **SET** to select it and return to the text display.

### Note

- You could also perform the above procedure in reverse, specifying the character style first and then inputting the text.

## Part 6 Printing

This part of the manual includes all the information you need to print tapes.

### Printing Precautions

- Never turn power off while printing is being performed.
- Make sure that the tape outlet is not blocked before you start printing.
- Never operate the tape cutter while printer is being performed (indicated by the message "NOW PRINTING" on the display).

### Important!

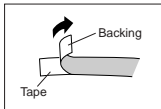
- Never touch the tape cutter while a tape cut operation is being performed. Doing so can result in cuts and other personal injury.

### Printing a Tape

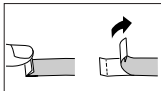
Printing a tape is as easy as pressing the **PRINT** key.

#### To print a tape

1. While the text input screen is displayed, press **PRINT**.
  - This will display a screen for specifying the number of copies.
2. Use **◀** and **▶**, or the number keys to specify the number of copies.
3. Press **SET** to start printing.
  - To stop a print operation that is in progress, press **ESC**.
4. After the print operation is complete, press down on the tape cutter button to cut the tape.
5. Use scissors to trim the tape to the size you want, if necessary.
  - After you print a tape, you can peel off its paper backing and stick the tape onto the object you want. Note that the tape will not stick on coarse, wet, oily, or soiled surfaces. Also, you should not try to use the tape where it is exposed to direct sunlight or rain. Do not stick the tape onto human skin.
  - Do not affix labels to any container you plan to use in a microwave range.



- An easy way to remove the backing from a tape and expose the adhesive surface is to bend the tape near one of its ends. This should cause the tape and its backing to separate, allowing you to pull them apart.



### Print Preview

You can use the print preview screen to get an idea of what the printout will look like without actually printing it.

1. Press **FUNC** and then **PRINT** (PREVIEW).  
The print image that appears scrolls on the display for easy viewing.
  2. To stop the scrolling, press **SET**. Press **SET** again to restart scrolling.
  3. Exiting preview will return you automatically to the screen that was displayed prior to starting preview.
- \* To cancel preview part way through, press **ESC**.

### Feeding the Tape

While printing is paused between prints, you can feed the tape to create a margin between prints.

1. Press **FUNC** and then **-** (FEED).  
This will feed the tape approximately 21.7 mm.

## Part 7 Configuring Form Settings

You can use the procedure in this section to configure direction, mirror, alignment, pitch, and tape length settings.

### To configure form settings

1. Input the text you want.
2. Press **FORM**.  
This will display the FORM selection screen.
3. Use  $\odot$  and  $\odot$  to select the FORM setting you want to change and then press **SET**.  
This will display the setting screen for the FORM setting you selected.
4. Use  $\odot$  and  $\odot$  to change the setting.
  - When **FIX** is selected for **TAPE LENGTH**, use  $\odot$  and  $\odot$ , or the number keys to specify a tape length value.
5. Press **SET** to return to the text input screen.
6. If you want to change other settings, repeat steps 2 through 5.

When this setting is selected:	Use $\odot$ and $\odot$ to select the option you want:
TAPE LENGTH	<ul style="list-style-type: none"><li>• <b>AUTO</b>: Automatically adjusts tape length in accordance with the number of characters.</li><li>• <b>FIX</b>: Maintains a fixed tape length in the range of 0cm (0") to 99.9cm (39 5/16").</li></ul>
DIRECTION	<ul style="list-style-type: none"><li>• <b>HORIZONTAL</b>: Positions text from left to right.</li><li>• <b>VERTICAL</b>: Positions text from top to bottom.</li></ul>
MIRROR	<ul style="list-style-type: none"><li>• <b>NORMAL</b>: Prints the tape normally.</li><li>• <b>MIRROR</b>: Prints the tape in mirror image onto special optionally available iron transfer tape.</li></ul>
ALIGN	<ul style="list-style-type: none"><li>• <b>LEFT</b>: Aligns text flush left.</li><li>• <b>CENTER</b>: Centers text.</li><li>• <b>RIGHT</b>: Aligns text flush right.</li><li>• <b>EQUAL</b>: Equally spaces text to fill the entire space available.</li></ul>
PITCH	<ul style="list-style-type: none"><li>• Specify one of the following settings for the pitch (space between characters): "NONE" (0 mm), "NARROW" (1 mm), or "WIDE" (2 mm). Changing this setting also causes the tape length to change accordingly.</li><li>• This setting cannot be changed when <b>EQUAL</b> is selected for the <b>ALIGN</b> setting, and when <b>FIX</b> is selected for the <b>TAPE LENGTH</b> setting.</li></ul>

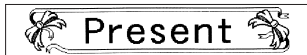
- Do not configure the **TAPE LENGTH** setting if there are block marks input.




## Part 8 Using Frames

The printer comes with a selection of built-in frames that you can use in your tape labels. See page E-38 for a list of frames that are available.

### Example



1. Input the text you want.
2. Press **FRAME**.
3. Use the cursor keys to select the frame you want, and then press **SET**.
  - Here we will select .
4. Use  $\Delta$  and  $\nabla$  to select **PRINT**, and then press **SET**.  
This will display a screen for specifying the number of copies.
5. Specify the number of copies and then press **SET** to start printing.
  - The text effect setting is not applied when printing with a frame.
  - The frame function cannot be used when there are a block mark input. If you want to use the frame function, delete the block mark.

### Frames and the Number of Lines

The number of lines that can be printed with a frame depends on the width of the tape.

	24/18mm	12/9/6mm
Number of Lines with Frame	Up to 2	1

## Part 9 Layout Printing

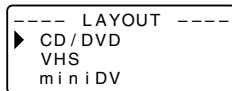
### Using Layout Printing

The printer comes with a Layout Printing feature with preset formats for CD/DVD labeling, video tape labeling, and other applications.

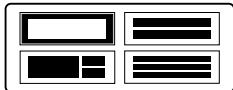
### Example








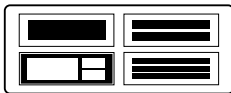
1. While the text input screen is displayed, press **PRESET**.
2. Use  $\nabla$  and  $\Delta$  to select **LAYOUT** and then press **SET**.
3. Use  $\nabla$  and  $\Delta$  to select **NEW** and then press **SET**.



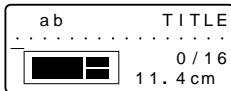
4. Use  $\nabla$  and  $\Delta$  to select the type of label you want to print and then press **SET**.  
Here we will select "CD/DVD".



5. Use , ,  and  to select a format.  
For details, see "Layout Formats" on page E-39.  
Here, press  once.




6. Press **SET**.  
This will display the input screen for the first item.



7. Enter the text you want and then press **SET**.  
Here we will input text for three items.
- You also can specify font and style settings, if you want.
  - You also can select the "Boxed Text" effect.
  - You also can select the FORM "Direction" and "Mirror" settings.
- The following screen appears after input of all the label data is complete.



8. Use  and  to select **PRINT** and then press **SET**.  
This will display a screen for specifying the number of copies.
9. Specify the number of copies and then press **SET** to start printing.
- For information about saving tape label data, see page E-29.

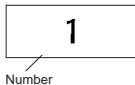
## Part 10 Creating and Printing a Sequentially Numbered Tape Label

This label printer gives you a choice of four different numbering formats that you can use to print sequentially numbered labels from 0 to 999.

- You can print up to nine numbered labels per print operation.

### Numbering Formats

• **Format 1**



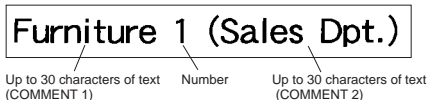
• **Format 2**



• **Format 3**



• **Format 4**



**Important!**

- When printing sequentially numbered tape labels, printing is performed up to the number you specify. Before printing, make sure that the tape cartridge has enough tape left to finish the print operation. If the tape cartridge runs out of tape during a print operation, press **ESC** to cancel the print operation.

## Example

File No.15 Receipt

File No.16 Receipt

File No.17 Receipt

1. While the text input screen is displayed, press **PRESET**.
2. Use  $\nabla$  and  $\triangleleft$  to select **NUMBERING** and then press **SET**.
3. Use  $\nabla$  and  $\triangleleft$  to select **NEW** and then press **SET**.
4. Use  $\triangleleft$ ,  $\triangleright$ ,  $\triangleleft$ , and  $\nabla$  to select the numbering format, and then press **SET**.

Here we will select Format 4.

a b	COMMENT 1
.....	.....
1 2 3	0 / 3 0

5. Input the text for the COMMENT 1 box, and then press **SET**.  
Here we will input "File".

Shows the starting number.

a b	NUMBER
1 . .	
1 2 3	1 / 3

6. Change the starting number, if you want, and then press **SET**.  
Here we want to number the labels from 15 through 17, so we would input 15 here.
  - If you make a mistake and input the wrong number, delete the current number and re-input. You can specify a number up to three digits long.
7. Input the text for the COMMENT 2 box, and then press **SET**.
  - Here we will input "Receipt".

8. Use  $\triangleleft$ ,  $\triangleright$ ,  $\triangleleft$ , and  $\nabla$  to select the number style you want, and then press **SET**.
  - Here we will select **No.1**.

9. Use  $\nabla$ , and  $\triangleleft$  to select **PRINT**, and then press **SET**.
10. Use the number keys to specify the number of labels to be printed.
  - Here we want to print one set of labels numbered 15, 16, and 17, so we will specify 3 for the number of labels to be printed.
  - For the number of labels to be printed, you can specify a value in the range of 1 to 9.

11. Press **SET**.
  - Pressing **SET** starts the print operation and causes a screen like the one shown below to appear.
  - If printing reaches the number 999, the next number printed is 000.

a b	NUMBER
1 8 .	
1 2 3	2 / 3

The number that appears here depends on the label you created.

### Important!

- Consecutive labels are not cut during the print operation. Cut them with scissors after printing is complete.
- For information about saving tape label data, see page E-29.

### Controlling the Appearance of Your Labels

In steps from 5 through 7 of the basic procedure described above, you can also configure the following settings to control the appearance of your label.

- Font and style settings
- FORM "Direction" and "Mirror" settings

## Part 11 Bar Code

With this item, you can print two different types of bar codes: EAN-13, EAN-8.

### Important!

- The procedure you use to print a bar code depends on the type of bar code you select.

### Bar Code Tape

Only the following types of tape should be used for printing bar codes.

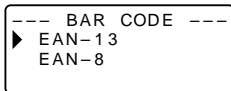
- Black on white tape (WE)
- Blue on white tape (WEB)
- Black on yellow tape (YW)

### Important!

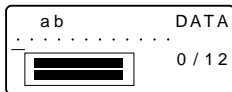
- You cannot use 6mm or 9mm tapes to print bar codes.
- With bar codes, you can only input numeric characters (0 to 9). EAN-8 allows input of seven digits, while EAN-13 allows input of 12 digits.
- Always test bar codes produced using this label printer before actually using them. If bar codes cannot be read properly, try adjusting the print density or changing a bar code size (see step 6).
- Do not use consecutive printing for bar codes. Consecutive printing can result in bar codes that cannot be read by a bar code reader.

### To print a bar code

1. While the text input screen is displayed, press **PRESET**.
2. Use  $\odot$  and  $\triangleleft$  to select **BAR CODE** and then press **SET**.
3. Use  $\odot$  and  $\triangleleft$  to select **NEW** and then press **SET**.



4. Use  $\odot$  and  $\triangleleft$  to select the type of bar code you want to print, and then press **SET**.



(ex. EAN-13)

5. Input 12 number of digits when you are using EAN-13 (7 digits, when using EAN-8), and then press **SET**.
- You also can specify font setting, if you want.
6. Use  $\odot$  and  $\triangleleft$  to select the size you want to use, and then press **SET**.
7. Use  $\odot$  and  $\triangleleft$  to select **PRINT** and then press **SET**.  
This will display a screen for specifying the number of copies.
8. Specify the number of copies and then press **SET** to start printing.
- For information about saving tape label data, see page E-29.

## Bar Code Specifications

Bar code Type	Check Digit *1	Print Digit *2	Input Digits *3	Automatically Assigned Number of Digits (Check Digit *1)	Input Characters
EAN-13	Yes	13	12	1	Numerals (0 ~ 9)
EAN-8	Yes	8	7	1	Numerals (0 ~ 9)

- \*1 The check digit is automatically calculated in accordance with input data. For EAN-13 and EAN-8, the check digit is appended at the end of the printed digits.
- \*2 The number of digits printed below a bar code equals the input characters plus automatically appended characters.
- \*3 An error message is displayed whenever there are insufficient digits. The unit will not allow input of too many digits.

## Part 12 Creating and Printing a Tape Label with a Logo

Your printer comes with 60 built-in logos that you can incorporate into your tape labels quickly and easily.

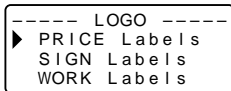
### Example



### Important!

- You can incorporate built-in logos into tape labels that are printed using 12mm, 18mm or 24mm tape only.

- While the text input screen is displayed, press **PRESET**.
- Use  $\odot$  and  $\triangleleft$  to select **LOGO** and then press **SET**.



- Use  $\odot$  and  $\triangleleft$  to select the group you want to use, and then press **SET**. Here we will select "PRICE Labels".
- For details, see "Built-in Logos" on page E-41.



- Use  $\odot$  and  $\triangleleft$  to select the logo you want to use, and then press **SET**. Here we will select "Special".
- Use  $\odot$  and  $\triangleleft$  to select the size you want to use, and then press **SET**.
- Use  $\odot$  and  $\triangleleft$  to select **PRINT** and then press **SET**. This will display a screen for specifying the number of copies.
- Specify the number of copies and then press **SET** to start printing.
- Changing the LANGUAGE setting with SET UP will cause the logo content to change accordingly.

### Printing size of a logo

	24mm and 18mm tapes			12mm tape		
	Zoom Factor (%)		Size	Zoom Factor (%)		Size
	Vertical	Horizontal	(Vertical × Horizontal)	Vertical	Horizontal	(Vertical × Horizontal)
Small	120	90	12mm × 40.5mm	100	80	10mm × 36mm
Medium	120	120	12mm × 54mm	100	100	10mm × 45mm
Large	120	150	12mm × 67.5mm	100	120	10mm × 54mm

## Part 13 Memory

You can save data you create in printer memory. Stored data can be recalled when you want to use it for printing, or you can edit it to create new data.

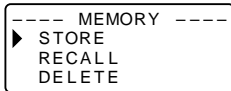
The following two types of data can be stored in printer memory.

- Text data (10 items)
- Layout printing, Numbering, and Bar code data (10 items each)

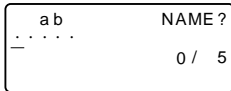
### Text Data

#### *To save text data*

1. Input the text you want to save.
2. Press **MEMORY**.



3. Use  $\odot$  and  $\triangle$  to select **STORE** and then press **SET**.



4. Input up to five characters for the label name, and then press **SET**.
5. In response to the confirmation message that appears, press **SET** to save the text or **ESC** to abort.

#### *To recall text data from memory*

1. While the input screen is on the display, press **MEMORY**.
  - Note that text recalled from memory will replace any text currently on the display.
2. Use  $\odot$  and  $\triangle$  to select **RECALL** and then press **SET**.
3. Use  $\odot$  and  $\triangle$  to select the label name you want to recall, and then press **SET**.
4. In response to the confirmation message that appears, press **SET** to recall the text or **ESC** to abort.
  - Note that recalling data from memory replaces anything that is currently on the input display. Memory text cannot be appended.

#### *To delete saved text data*

1. While the input screen is on the display, press **MEMORY**.
2. Use  $\odot$  and  $\triangle$  to select **DELETE** and then press **SET**.
3. Use  $\odot$  and  $\triangle$  to select the label name you want to delete, and then press **SET**.
4. In response to the confirmation message that appears, press **SET** to delete the text or **ESC** to abort.
  - If there is more text in printer memory, the next label name will appear after the text you selected is deleted. You can repeat the above procedure to delete other text, if you want.
  - To exit the delete operation, press **ESC**.

## Layout printing, Numbering, and Bar code Data

The following examples show how to perform operations on layout printing data.

### To save data

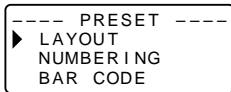
1. The screen shown below will appear after you input layout printing data.



2. Use  $\downarrow$  and  $\uparrow$  to select **STORE** and then press **SET**.
  3. Input up to five characters for the label name, and then press **SET**.
  4. In response to the confirmation message that appears, press **SET** to save the data or **ESC** to abort.
- The screen shown in step 1 reappears after data save is complete.

### To recall data from memory

1. While the input screen is on the display, press **PRESET**.



2. Use  $\downarrow$  and  $\uparrow$  to select **LAYOUT** and then press **SET**.



3. Use  $\downarrow$  and  $\uparrow$  to select **RECALL** and then press **SET**. This will display a list of label names.



4. Use  $\downarrow$  and  $\uparrow$  to select the label name you want to recall, and then press **SET**.
5. In response to the confirmation message that appears, press **SET** to recall the data or **ESC** to abort.

### To delete saved data

1. While the input screen is on the display, press **PRESET**.
  2. Use  $\downarrow$  and  $\uparrow$  to select **LAYOUT** and then press **SET**.
  3. Use  $\downarrow$  and  $\uparrow$  to select **DELETE** and then press **SET**.
  4. Use  $\downarrow$  and  $\uparrow$  to select the label name you want to delete, and then press **SET**.
  5. In response to the confirmation message that appears, press **SET** to delete the data or **ESC** to abort.
- If there is more data in printer memory, the next label name will appear after the data you selected is deleted. You can repeat the above procedure to delete other data, if you want.
  - To exit the delete operation, press **ESC**.

## Part 14 Configuring the Printer Setup

The printer has a SET UP screen that you can use to configure a variety of basic settings.

### To configure the printer setup

1. Press **ON/OFF** to turn on the printer.
2. Press **FUNC** and then **FORM** (SET UP).
3. Use  $\blacktriangledown$  and  $\blacktriangleleft$  to select the SET UP item whose setting you want to change, and then press **SET**.
4. Use the cursor keys to change it.

When this setting is selected:	Change its setting like this:
DEFAULT FONT	<ul style="list-style-type: none"><li>• Use <math>\blacktriangleleft</math> and <math>\blacktriangleright</math> to select the font you want to use.</li></ul>
CONTRAST	<ul style="list-style-type: none"><li>• Use <math>\blacktriangleleft</math> and <math>\blacktriangleright</math> to adjust the display contrast.</li></ul>
DENSITY	<ul style="list-style-type: none"><li>• Use <math>\blacktriangleleft</math> and <math>\blacktriangleright</math> to adjust the print density setting.</li></ul>
LANGUAGE	<ul style="list-style-type: none"><li>• Use <math>\blacktriangleleft</math> and <math>\blacktriangleright</math> to select the display language you want to use.</li></ul>
cm/inch	<ul style="list-style-type: none"><li>• Use <math>\blacktriangleleft</math> and <math>\blacktriangleright</math> to select centimeters (cm) or inches as the unit of measurement.</li></ul>

5. Press **SET** to apply the setting.

### Demo Printing

Demo printing uses built-in data to demonstrate the type of tape label printing that can be performed by the printer.

#### Important!

- If there is label data from your last label layout session is still in memory, performing a demo print will delete it. If you think you will need the data later, save it in memory (page E-29) before performing a demo print.

1. Make sure a tape cartridge is loaded in the printer.
2. If the printer is on, press **ON/OFF** to turn it off.
3. Press **ON/OFF** to turn on the printer.
  - If the message "[SET] TO RECALL" appears, press any key other than **SET**. This will display a blank text input screen.
4. Press **FUNC** and then **FORM** (SET UP).
5. Use  $\blacktriangleleft$  and  $\blacktriangleright$  to select **DEMO PRINT**, and then press **SET**.
6. Use  $\blacktriangleleft$  and  $\blacktriangleright$  to select **PRINT**, and then press **SET**.
7. Confirm that 1 is specified for the number of copies.
  - You can change the number of copies if you want.
8. Press **SET** to start printing.
  - The demo print contents depend on the width of the tape cartridge currently loaded in the printer.
9. After printing is complete, use  $\blacktriangleleft$  and  $\blacktriangleright$  to select **EXIT**, and then press **SET**.
10. In response to the confirmation message that appears, press **SET**.



## Part 15 Reference

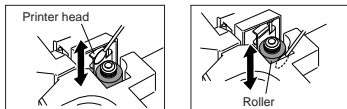
This section contains information about the Label Printer that you can use as reference when you need it.

### Cleaning the Printer Head and Roller

A dirty printer head and roller can result in poor printing quality. If you have problems with print quality, use the following procedure to clean the printer head and roller.

#### To clean the printer head and roller

1. Make sure the Label Printer is turned off.
2. Open the cassette cover.
- If a tape cartridge is loaded in the printer, remove it.
3. Use a cotton swab dipped in alcohol to clean the printer head and roller as shown in the illustration.



- Never touch the print head or other metal objects near the head. These items become very hot, and touching them creates the risk of burn injury.
4. Replace the tape cartridge and close the cover.

### Cleaning the Printer Exterior

Wipe the exterior of the printer with a cloth moistened with plain water.

Wring all excess liquid from the cloth before wiping the printer.

Never use benzene, alcohol, thinner, or other volatile agents to clean the printer exterior. Doing so can damage the case.

## Troubleshooting

### • Power Supply

Nothing appears on the display.		
Possible Causes	Action	Page
Battery power is low or the wrong type of batteries are loaded in the printer.	Load a fresh set of AA-size alkaline batteries (supplied by you).	E-8
Improper display contrast setting	Adjust display contrast.	E-31
Batteries loaded incorrectly	Remove batteries and reload them correctly.	E-8
AC adaptor (option) is not connected correctly.	Make sure the AC adaptor is connected correctly.	E-9

### • Text Input

Cannot input text.		
Possible Causes	Action	Page
FUNC key has been pressed.	Press <b>ESC</b> to clear FUNC key operation.	E-12

• **Printing**

<b>Tape does not come out when PRINT is pressed.</b>		
<b>Possible Causes</b>	<b>Action</b>	<b>Page</b>
Tape cartridge compartment cover is not closed completely.	Securely close the cover.	E-10
No more tape left in the cartridge.	Replace the tape cartridge with a new one.	E-10
Tape jam	Remove the tape cartridge and pull out the jammed tape by hand. Cut off excess tape with scissors, and carefully replace the cartridge into the label printer.  <b>Important!</b> Never allow the tape outlet to become blocked and never touch tape as it is being fed during printing.	E-10
<b>Tape comes out when PRINT is pressed, but nothing is printed on it.</b>		
<b>Possible Causes</b>	<b>Action</b>	<b>Page</b>
Only blank spaces were input.	Input the text you want to print.	E-12
<b>Printing is blurred, blotched, broken, etc.</b>		
<b>Possible Causes</b>	<b>Action</b>	<b>Page</b>
Improper print density setting	Adjust the print density setting.	E-31
Improper loading of the cartridge	Remove the tape cartridge and reload it correctly.	E-10
Dirty printer head or rubber roller	Clean the printer head and roller.	E-32

<b>Printer powers down while printing is in progress.</b>		
<b>Possible Causes</b>	<b>Action</b>	<b>Page</b>
Battery power is low or the wrong type of batteries are loaded in the printer.	Load a fresh set of AA-size alkaline batteries (supplied by you).	E-9
<b>Ink ribbon is being fed from the tape outlet along with the tape.</b>		
<b>Possible Causes</b>	<b>Action</b>	<b>Page</b>
Tape cartridge loaded while the ink ribbon is slack.	Remove the tape cartridge and check to make sure the ink ribbon is not broken. Next, take up any slack in the ink ribbon and then reload the tape cartridge.  <b>Important!</b> <ul style="list-style-type: none"> <li>• Before loading a tape cartridge into the label printer, always make sure you take up any slack in the ink ribbon first.</li> <li>• If the ink ribbon is broken, you must change to another tape cartridge.</li> </ul>	E-10

### • Tape Cutting

Cannot cut tape.		
Possible Causes	Action	Page
Tape cutter blade is dull.	Take the label printer to the dealer from whom you purchased it to have the tape cutter blade replaced.	—
Printed text is cut off by tape cut operation.		
Possible Causes	Action	Page
Out of tape	Replace the tape cartridge with a new one.	E-10

### • Using Labels

Label will not adhere to a surface.		
Possible Causes	Action	Page
The backing paper is still on the back of the tape.	Peel the backing paper from the back of the tape to expose the adhesive.	E-22
Surface is unsuitable for affixing a tape.	Labels do not adhere well to surfaces that are rough, wet, oily, or dirty.	E-22

### Error Messages/Display Messages

Message	Possible Causes	Action
TOO MANY LINES!	<ul style="list-style-type: none"> <li>The number carriage returns you input causes the label to exceed the maximum number of lines for the tape you are using.</li> </ul>	<ul style="list-style-type: none"> <li>Use wider tape or reduce the number of lines.               <ul style="list-style-type: none"> <li>6mm tape...1 line</li> <li>9mm tape...1 line</li> <li>12mm tape...Up to 2 lines</li> <li>18mm tape...Up to 3 lines</li> <li>24mm tape...Up to 3 lines</li> </ul> </li> <li>Use wider tape or reduce the number of lines with frame.               <ul style="list-style-type: none"> <li>6mm tape...1 line</li> <li>9mm tape...1 line</li> <li>12mm tape...1 line</li> <li>18mm tape...Up to 2 lines</li> <li>24mm tape...Up to 2 lines</li> </ul> </li> </ul>
NO DATA!	<ul style="list-style-type: none"> <li>You are attempting to recall text from memory when there is none stored.</li> </ul>	<ul style="list-style-type: none"> <li>Store the text in memory and then try again.</li> </ul>
LOAD A TAPE CARTRIDGE	<ul style="list-style-type: none"> <li>You are attempting to perform printing without setting a tape cartridge.</li> </ul>	<ul style="list-style-type: none"> <li>Turn the power OFF and set the tape cartridge.</li> </ul>
LOW BATTERY!	<ul style="list-style-type: none"> <li>Battery power is low.</li> </ul>	<ul style="list-style-type: none"> <li>Replace the batteries.</li> </ul>
LABEL LONGER THAN SETTING! SET/ESC	<ul style="list-style-type: none"> <li>This message appears when the length of the tape that will actually be printed is longer than the specified tape length.</li> </ul>	<ul style="list-style-type: none"> <li>To print, press <b>SET</b>.</li> <li>To cancel printing, press <b>ESC</b>. You can then decrease the number of characters, change to a longer tape setting, or select auto tape length.</li> </ul>

Message	Possible Causes	Action
NO INPUT TEXT!	<ul style="list-style-type: none"> <li>You are attempting a print or preview operation when no text are input.</li> </ul>	<ul style="list-style-type: none"> <li>Input the text and then try again.</li> </ul>
PRINT ERROR!	<ul style="list-style-type: none"> <li>The tape became jammed during printing.</li> </ul>	<ul style="list-style-type: none"> <li>Turn off the printer and remove the tape cartridge. Next, remove the jammed tape.</li> <li>* If the steps described above do not clear the error message, contact your retailer or your nearest CASIO service center.</li> </ul>
TOO MANY CHARACTERS!	<ul style="list-style-type: none"> <li>You are attempting to input more than 100 characters into text.</li> <li>The number of characters you are trying to input while using Layout Printing, Numbering or Bar Code exceeds the maximum number of allowable characters.</li> </ul>	<ul style="list-style-type: none"> <li>Reduce the number of characters in the sentence.</li> </ul>
TOO MANY BLOCKS!	<ul style="list-style-type: none"> <li>You are attempting to input more than two block marks (■) into text.</li> </ul>	<ul style="list-style-type: none"> <li>Use only one or two block marks (■) in a single sentence.</li> </ul>
LOAD A TAPE CARTRIDGE 12mm OR WIDER	<ul style="list-style-type: none"> <li>A 6mm or 9mm tape cartridge was loaded in the printer while a 2-line or 2-block format is selected for Layout Printing.</li> <li>You are trying to use the Bar code or Logo function while a 6mm or 9mm tape cartridge was loaded in the printer.</li> </ul>	<ul style="list-style-type: none"> <li>Turn off the printer and replace the tape cartridge with one that is 12mm or wider.</li> </ul>

Message	Possible Causes	Action
LOAD A TAPE CARTRIDGE 18mm OR WIDER	<ul style="list-style-type: none"> <li>A 6mm, 9mm or 12mm tape cartridge was loaded in the printer while a 3-line format is selected for Layout Printing.</li> </ul>	<ul style="list-style-type: none"> <li>Turn off the printer and replace the tape cartridge with one that is 18mm or wider.</li> </ul>
CLEAR TAPE LENGTH SETTING SET/ESC	<ul style="list-style-type: none"> <li>You are attempting to input a block mark while <b>FIX</b> is selected for <b>TAPE LENGTH</b>.</li> </ul>	<ul style="list-style-type: none"> <li>If you want to cancel the <b>TAPE LENGTH</b> setting and input a block mark, press <b>SET</b>. If you do not want to input a block mark, press <b>ESC</b>.</li> </ul>
INPUT A VALUE!	<ul style="list-style-type: none"> <li>You are attempting to print numbering labels without any input.</li> </ul>	<ul style="list-style-type: none"> <li>Input the numbers you want.</li> </ul>
NOT ENOUGH DIGITS!	<ul style="list-style-type: none"> <li>You are trying to print a bar code that does not have the required number of digits.</li> </ul>	<ul style="list-style-type: none"> <li>Re-input the correct number of digits.</li> </ul>
SAME NAME ALREADY USED!	<ul style="list-style-type: none"> <li>The name you are trying to assign to data is already being used by previously stored data.</li> </ul>	<ul style="list-style-type: none"> <li>Input a different name.</li> </ul>
THIS IS THE WRONG TYPE OF TAPE CARTRIDGE!	<ul style="list-style-type: none"> <li>The cassette cover is not closed completely.</li> </ul>	<ul style="list-style-type: none"> <li>Close the cassette cover.</li> </ul>
	<ul style="list-style-type: none"> <li>The label you are trying to print or recall is not compatible with the currently loaded tape cartridge.</li> </ul>	<ul style="list-style-type: none"> <li>Turn off the printer and replace the tape cartridge.</li> </ul>

Message	Possible Causes	Action
CLEAR INPUT TEXT! SET/ESC	<ul style="list-style-type: none"> <li>You pressed <b>PRESET</b> while inputting text.</li> </ul>	<ul style="list-style-type: none"> <li>To delete the text, press <b>SET</b>.</li> <li>If you do not want to delete the text, press <b>ESC</b>.</li> </ul>
MEMORY FULL!	<ul style="list-style-type: none"> <li>There is not enough memory available to save the data you are trying to save.</li> </ul>	<ul style="list-style-type: none"> <li>Delete memory data you no longer need and try again.</li> </ul>
PRINTER NOT SHUT DOWN PROPERLY LAST TIME	<ul style="list-style-type: none"> <li>You removed the batteries or disconnected the AC adaptor the last time power was turned on or while the message "PLEASE WAIT" was displayed, so the printer did not power down normally.</li> </ul>	<ul style="list-style-type: none"> <li>Press any key to initialize the data that was partially deleted the last time the printer powered down.</li> </ul>
FRAME CANNOT BE SET UP IF BLOCK IS ENTERED	<ul style="list-style-type: none"> <li>You are trying to use the frame function while a block mark was input.</li> </ul>	<ul style="list-style-type: none"> <li>Delete the block mark before trying to use the frame function.</li> </ul>

## Alpha Characters









A Á À Ä Ã Â Ã Ä Å Æ  
 B C Č Ć Ç D Ď E É È  
 Ë Ê Ë Ę F G H I Í Ì  
 Ī Î J K L Ł M N Ń Ñ  
 Ñ O Ó Ò Ö Ö Ô Ø Õ Œ  
 P Q R Ŕ S Ś Š T Ť U  
 Ú Û Ü Û Ü Ũ V W X Y  
 Ý Z Ž Ž Ž a á à ä ã  
 â ã å ç æ b c č ċ ç  
 d d' e é è ë ê ě ě f  
 g h i í ì ï î j k l  
 ł m n ñ ñ ñ o ó ò ö  
 õ ô ø õ œ p q r ř s  
 ś š ß t t' u ú ù ü û  
 ů ű v w x y ý z ź ž  
 ž









## Symbols

, . : ; • ? ! “ ” “  
 ” „ « » ¿ ¡ ( ) [ ]  
 { } ‹ › ‹› ‹› \$ ¢  
 £ Fr ¥ # & \* @ § % ‰  
 + - × = ≠ ÷ ± ‹ › ≡  
 ≧ - \_ ~ ¶ → ← ↑ ↓ ↘  
 ↙ ↘ ↗ → ← ↑ ↓ ™ ® ©  
 ≡ ∅ ⊥ ./. oz lb. in. ft. °F °C  
 ° f ℓ ¢ ¢ €



## Layout Formats

Type	Format	Input Item	Maximum Number	TAPE Width (mm)				
				24	18	12	9	6
CD/DVD		TITLE	24	○	○	○	○	○
		TITLE	24	○	○	○	-	-
		COMMENT	24					
		TITLE	16	○	○	○	-	-
		COMMENT1	14					
		COMMENT2	14					
		TITLE	24	○	○	-	-	-
		COMMENT1	24					
		COMMENT2	24					
	VHS		TITLE	23	○	○	○	○
		TITLE	35	○	○	○	-	-
		COMMENT	35					
		TITLE	15	○	○	○	-	-
		COMMENT1	12					
		COMMENT2	12					
		TITLE	30	○	○	-	-	-
		COMMENT1	30					
		COMMENT2	30					

Type	Format	Input Item	Maximum Number	TAPE Width (mm)				
				24	18	12	9	6
mini DV		TITLE	15	○	○	○	○	○
		TITLE	15	○	○	○	-	-
		COMMENT	15					
		TITLE	8	○	○	○	-	-
		COMMENT1	6					
		COMMENT2	6					
		TITLE	15	○	○	-	-	-
		COMMENT1	15					
		COMMENT2	15					
	MD/FD/MO		TITLE	19	○	○	○	○
		TITLE	19	○	○	○	-	-
		COMMENT	19					
		TITLE	12	○	○	○	-	-
		COMMENT1	6					
		COMMENT2	6					
		TITLE	19	○	○	-	-	-
		COMMENT1	19					
		COMMENT2	19					



Type	Format	Input Item	Maximum Number	TAPE Width (mm)				
				24	18	12	9	6
CASSETTE		TITLE	19	○	○	○	○	○
		TITLE	19	○	○	○	-	-
		COMMENT	19					
		TITLE	22	○	○	○	-	-
		COMMENT1	14					
		COMMENT2	14					
		TITLE	19	○	○	-	-	-
		COMMENT1	19					
COMMENT2		19						
FILE		TITLE	30	○	○	○	○	○
		TITLE	30	○	○	○	-	-
		COMMENT	30					
		TITLE	21	○	○	○	-	-
		COMMENT1	13					
		COMMENT2	13					
		TITLE	30	○	○	-	-	-
		COMMENT1	30					
COMMENT2		30						

## Numbering Formats

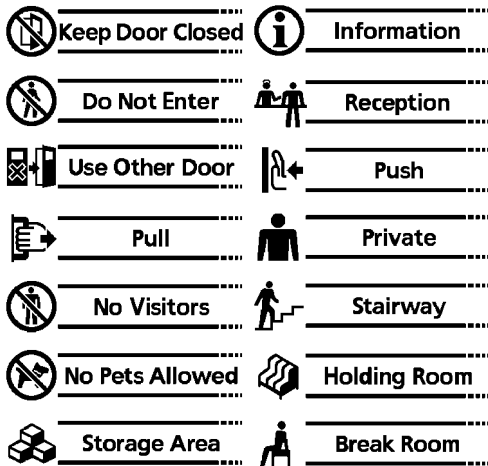
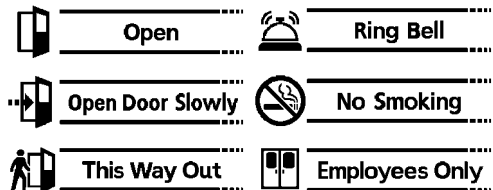
Type	Format	Input Item	TAPE Width (mm)				
			24	18	12	9	6
1		NUMBER	○	○	○	○	○
2		COMMENT, NUMBER					
3		NUMBER, COMMENT					
4		COMMENT1,NUMBER, COMMENT2					

## Built-in Logos

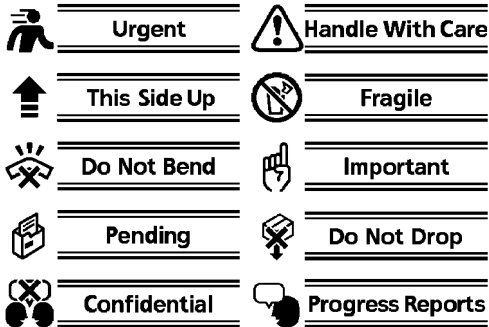
### ● PRICE Labels



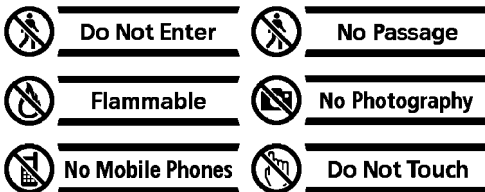
### ● SIGN Labels



● WORK Labels



● ATTENTION



## Specifications

**Model:** KL-820

### Input

Keyboard Layout: Typewriter (QWERTY)

### Character Types

Alpha (English and other languages): 151

Numbers: 10

Symbols: 87

### Display

Type: Liquid crystal display

Character matrix: 95 × 32 dots, 16 columns × 4 lines

### Printing

Resolution: 200dpi

Type: Thermal transfer

Speed: Approximately 6mm/second

Width: 4mm (6mm tape), 7mm (9mm tape), 10mm (12mm tape), 12mm (18mm and 24mm tapes)

Character Matrix: 48 × 48-dot

Character fonts: Sans-serif, Sans-serif-Italic, Sans-serif-rounded, Roman, Roman-Italic

Character effects: Shade, underline, box

Character Styles: Normal, bold, outline, shadow, raised

Character sizes: 1 × 1, 1 × 2, 1 × 3, 1 × 4, 1 × 5, 1 × 6, 2 × 1, 2 × 2, 2 × 3, 2 × 4, 2 × 5, 2 × 6, 3 × 1, 3 × 2, 3 × 3, 3 × 4, 3 × 5, 3 × 6, 4 × 1, 4 × 2, 4 × 3, 4 × 4, 4 × 5, 4 × 6

Number of lines: 1 (6mm and 9mm tapes); 1 or 2 (12mm tape); 1 or 2 or 3 (18mm and 24mm tapes)

Number of lines with frame: 1 (6mm, 9mm and 12mm tapes); 1 or 2 (18mm and 24mm tapes)

### Maximum input number

Text: 100 characters

### Memory

Text: 10 items

Layout printing: 10 items

Numbering: 10 items

Bar code: 10 items

### General

Power supply: Six AA-size alkaline batteries or optional AD-A95100 AC adaptor

Power consumption: 9W

Auto Power Off: Approximately six minutes after last key operation.

Dimensions: 52.5 (H) × 167 (W) × 223 (D)mm

Weight: Approximately 610 g excluding batteries

Ambient Temperature: 10°C~35°C (50°F~95°F)

**CASIO®**

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