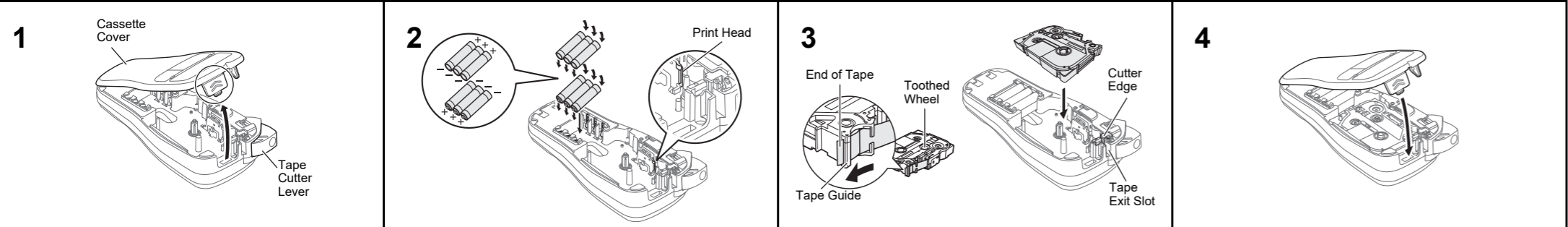


With your PT-H103W, you can create labels for multiple applications. Select from the many frames, character sizes and styles to design beautiful custom labels. In addition, the variety of Tape Cassette available allows you to print labels with different widths and exciting colors.



002E07001

Power Supply and Tape Cassette



Open the Cassette Cover by pressing the above indicated area at the top end of the machine.

If a Tape Cassette is already installed, remove it by pulling it straight up. Also, if batteries are already installed, remove them.

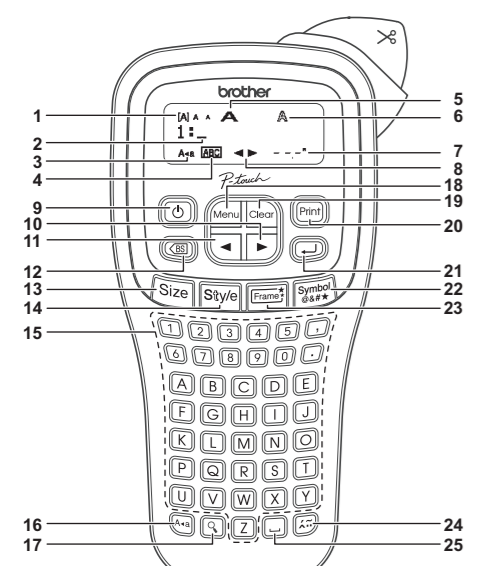
- Make sure that the power is turned off when replacing batteries or Tape Cassettes.

Insert six new AAA alkaline batteries (LR03) or fully charged Ni-MH batteries (HR03), making sure that their poles point in the correct directions.

Users of alkaline batteries: Always replace all six batteries at the same time with brand new ones. Users of Ni-MH batteries: Always replace all six batteries at the same time with fully charged ones.

NOTE Visit us at support.brother.com for the latest information about the recommended batteries.

LCD Display & Keyboard



- 1. Size 2. Cursor 3. Caps 4. Underline/Frame 5. Width 6. Style 7. Label Length 8. Guidance (left, right) 9. Power key 10. Cursor key : Right 11. Cursor key : Left 12. Backspace key 13. Size key 14. Style key 15. Character keys 16. Caps key 17. Preview key 18. Menu key 19. Clear key 20. Print key 21. Enter key 22. Symbol key 23. Frame key 24. Accent key 25. Space key

NOTE The LCD shows one row of 12 characters; however, the text that you enter can be up to 80 characters in length. While selecting the settings, press the Space key to go back to the default item. The print preview is a generated image of the label, and may differ from the actual label when printed. Label length shown on LCD may slightly differ from the actual label length when printed.

Troubleshooting

Table with 2 columns: Message and Cause/Remedy. Rows include Low Battery!, Battery Dead, Invalid!, No Text!, Line Limit!, No Cassette!, Cutter Error, and Text Full!

Table with 2 columns: Message and Cause/Remedy. Rows include Text Limit!, No Frame OK?, OK to Feed?, and Wrong Tape!

CAUTION

Indicates a potentially hazardous situation which, if not avoided, may result in minor or moderate injuries.

Follow these guidelines to avoid personal injury, liquid leakage, burns or heat.

- When the P-touch labeler is not being used, store it out of the reach of children. In addition, do not allow children to put the P-touch labeler parts or labels in their mouths. If any object has been swallowed, seek medical attention.
• Do not touch metal parts around the print head immediately after printing.
• Do not touch the cutter blade.
• Fleaked fluid from batteries gets on your skin or clothes, immediately rinse them with clean water.
• Remove the batteries if you do not intend to use the P-touch labeler.
• Fleaked fluid from batteries gets on your skin or clothes, immediately rinse them with clean water.
• Do not touch the cutter blade.
• Do not use a battery other than that specified. Do not use combinations of old and new manufactures or different models. Do not insert a battery with its plus and minus ends reversed.
• Do not drop or hit the P-touch labeler.
• Do not press on the LCD display.
• Do not put your finger inside the P-touch labeler when you close the Cassette Cover.
• Before using Ni-MH rechargeable batteries, carefully read the instructions for the batteries and battery charger, and be sure to use them correctly.
• When using Ni-MH rechargeable batteries, charge the batteries with a specialized battery charger before using the batteries.

General Precautions

- Depending on the location, material, and environmental conditions, the label may unpeel or become irremovable, the color of the label may change or be transferred to other objects. Before applying the label, check the environmental conditions and the material.
• Do not use the P-touch labeler in any way or for any purpose not described in this guide. Doing so may result in accidents or damage the P-touch labeler.
• Use only Brother TZe tapes with the P-touch labeler. Do not use tapes that do not have the TZe mark.
• Only use a soft, dry cloth to clean the labeler; never use alcohol or other organic solvents.
• Use a soft wipe to clean the print head; never touch the print head.

- Do not put the P-touch labeler into the tape exit slot or laser compartment, etc.
• Do not place the P-touch labeler/batteries in direct sunlight or rain, near heaters or other hot appliances, in any location exposed to extremely high or low humidity, or in dusty locations.
• Do not apply excessive pressure to the cutter lever.
• Do not try to print if the cassette is empty; it will damage the print head.
• Do not pull the tape while printing or feeding; it will damage the tape and the P-touch labeler.
• Any data stored in memory will be lost due to failure or repair of the P-touch labeler, or if the battery expires.
• The P-touch labeler is not equipped with a charging feature for rechargeable batteries.
• The length of the printed label may differ from the displayed label length.
• A protective clear plastic sticker is placed over the display during manufacturing and shipping. This sticker should be removed prior to use.
• When power is disconnected for more than three minutes, all text, format settings and any text files stored in the memory will be cleared.

Federal Communications Commission(FCC) Compliance Notice (For USA Only)

This equipment has been tested and found to comply with the limits for a Class B digital device, pursuant to Part 15 of the FCC Rules. These limits are designed to provide reasonable protection against harmful interference in a residential installation. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instructions, may cause harmful interference to radio communications.

Important Changes or modifications not expressly approved by Brother Industries, Ltd. could void the user's authority to operate the equipment.

BASIC USAGE

Entering Text

Switching Upper Case/Lower Case

Diagram showing keyboard shortcuts for switching between upper and lower case text.

Making Two Lines of Text

- a) Enter the text for the first line and then press [Enter] for the second line.
b) Move the cursor to where the second line starts and press [Enter].

Diagram showing LCD display and label image for two-line text entry.

NOTE

Do not press [Enter] after the second line; otherwise the "Line Limit" error message will appear.

To Clear

Diagram showing keyboard shortcuts for clearing text and settings.

Printing Labels

Preview

Diagram showing the preview function on the LCD display.

Feeding (Tape Feed)

Diagram showing the tape feed function on the LCD display.

Printing

Diagram showing the printing function on the LCD display.

- If you need only 1 copy of the label, press [Print] without selecting the number of copies.
• The number of copies can also be specified by pressing a number key.
• To prevent damage to the tape, do not touch the cutter lever while the message "Printing..." or "Feeding..." is displayed.
• To cut off the label, push in the tape cutter lever on the upper-right corner of the machine.
• Peel the printed label from the backing and apply the label.
• You can print up to 9 copies of each label.

Setting Margin

Diagram showing margin settings on the LCD display.

[Full]/[Half]/[Narrow]

Diagram showing label width settings for Full, Half, and Narrow.

[Chain Print]

- 1. Enter text.
2. Press [Print], then [Copies: ] appears.
3. Press [ ] or enter number with number keys to select the number of copies.
4. Press [Print]. Printing will start, and then the message "OK to Feed?" appears.
5. Press [Print] to enter more text.
6. Clear the text, enter the text for the next label, and then press [Print].
7. When the message "OK to Feed?" appears after the last label is printed, press [Print].
8. After the tape is fed, press the cutter lever to cut off the chain of labels.

NOTE

When [Half] or [Narrow] is set, the displayed label length is the length from the printed dots (·) to the end of the label.

Diagram showing LCD display and label image for different label widths (Full, Half, Narrow).

- To print more than 1 copy of a label with minimum margin, set the margin to [Narrow].
• When [Chain Print] is set, feed the tape before using the cutter otherwise a part of the text may be cut off. Also, cut along the printed dots (·) with scissors so the text is centered in the label. \*Feed the tape before using the cutter.
• Do not pull the tape since this may damage the Tape Cassette.

Entering Accented Characters

Diagram showing keyboard shortcuts for entering accented characters.

- To cancel the current operation, press [Clear].
• The order of accented characters differs depending on the selected LCD language.

Changing Label Length

Diagram showing label length settings on the LCD display.

NOTE

After the label is printed, cut along the printed dots (·) with scissors so that the label length matches the machine setting. If a specific label length has been selected, [ ] also appears in the LCD.

Saving Label Files

You can save up to 9 labels and recall them for printing at a later date. A maximum of 80 characters can be saved per file, a maximum total of 720 characters for the total memory. You can also edit and overwrite the stored label.

Print

Diagram showing the print function on the LCD display.

Save

Diagram showing the save function on the LCD display.

Open

Diagram showing the open function on the LCD display.

NOTE

If you try to store a label when there is already a label stored to that number, a message "Overwrite?" will appear. Press [Print] to save your new label. Press [Clear] to cancel.

Accessories

Tape Cassettes: Visit support.brother.com for a list of available Brother P-touch tapes. Cutter Unit: TC-4 (replacement)

If the cutter blade becomes dull after repetitive use and the tape cannot be cut cleanly, replace with a new cutter (stock no. TC-4). You may obtain this item from an authorized Brother reseller.

Replacing the Cutter Unit

- 1. Pull out the two sections of the cutter unit (green) in the direction of the arrows shown in the illustration.
2. Install a new cutter unit. Push it in until it snaps into place.
Do not touch the cutter blade directly with your fingers.

Resetting the P-touch

You can reset the P-touch labeler when you want to initialize the settings, or in the event the P-touch labeler is not working properly.

- 1 Turn off the P-touch labeler, hold down [Menu] and [R] and then press [Enter] to turn the P-touch back on.
2 Release [Menu] and [R]. The P-touch labeler turns on with the internal memory reset.

NOTE

All text, settings and stored files are cleared.

DON'T FORGET TO REGISTER! Registering your product will provide purchase confirmation, proof of ownership and, if you choose, allow us to notify you of product enhancements and special offers! You can register online at: www.registermybrother.com

LIMITED WARRANTY Product warranty information can be found online at www.brother-usa.com/brother-support

Frame Key

Press [Frame] to select the frame design.

Diagram showing the frame key function on the LCD display.

NOTE

Frames cannot be printed on 0.13" (3.5mm) tape.

USEFUL FUNCTION KEYS

Text Keys

- 1 Press [Size] or [Style] or [Menu] + 1 to select the settings to enter the text.
2 Press [Left] or [Right] to select the settings.

Diagram showing text key settings for Size, Style, Width, and Menu.

Short Cut Keys

Diagram showing short cut key settings for Width, Label Length, Margin, File, Cable, Feed, Unit, and Language.

Cable Label

This function allows you to create cable labels as below with 2 lines of text wrapping around cable. We recommend using Brother Flexible ID tape when wrapping. Refer to the insertion sheet included with Flexible ID tape about the recommended conditions for use.

Diagram showing the cable label function on the LCD display.

NOTE

With the Cable Label function, [Auto] is automatically selected for the label length and [Full] for the margins.

Symbol Key

Press [Symbol] to select various symbols. To enter Basic symbols: Press [Basic] to choose a symbol.

Diagram showing the symbol key function on the LCD display.

To enter Pictograph symbols: Press [Pictograph] to select category.

Diagram showing the pictograph key function on the LCD display.

For example, a shoe is displayed as [Shoe] in the screen.

Grid of pictograph symbols for selection.

Diagram showing the print list function on the LCD display.

NOTE

Press [Clear] to return to the previous step.