Contents of the Cutter Kit

This kit contains the following item:

Cutter Assembly

Follow the steps listed below to install this option.

Tools Required

To install this option you will need a #2 Philips screwdriver.

Step 1: Preparing the Printer

For your safety and to avoid damaging the equipment, turn ‘Off’ and unplug the printer before installing the Cutter.

1. Turn ‘Off’ the power switch and unplug the printer.

2. Open the cover. Remove any installed media from the printer.

3. Remove the Fascia by gently pulling it forward.

4. Loosen and remove the Thumbscrew, then remove the Tear Plate (or if equipped, the Present Sensor option).
**Step 2: Installing the Cutter**

1. Position the Cutter for mounting on the front of the printer.

2. Tighten the Mounting Screw to secure the mechanism to the printer.

This completes the installation process.

Proceed to Loading Media.

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**Loading Media**

Before proceeding, ensure that the free end of the media has a clean, straight edge.

1. Route the media through the printer (see the Operator’s Manual for more information) and then out through the Cutter’s Opening, as shown. Close and latch the printhead mechanism.

2. Close the cover.

3. Plug in and turn ‘On’ the printer.

4. Press the FEED Button to align the label’s position.

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**Setup and Configuration**

The Cutter is plug and play; no setup or configuration is necessary. When the power is applied, the Cutter blade will cycle, indicating that the printer has automatically sensed and enabled the Cutter for operation.

**Note:** The operation of the Cutter is also controlled via software commands from the host. Be sure that your software program is properly configured for the cutter and the desired label size.
Cutter Maintenance

To ensure peak performance, the Cutter should be cleaned on a regular basis: after each roll or box of labels. In addition to the regularly scheduled maintenance, if the performance becomes sluggish, cleaning should be performed immediately. To clean the Cutter:

**CAUTION**

For your safety and to avoid damaging the equipment, turn ‘Off’ and unplug the printer before servicing the Cutter. The cutter blades are SHARP; to avoid injury, keep fingers and other body parts away from the cutting surfaces. Never use metal objects on the blades. Take proper precautions when using isopropyl alcohol, a flammable liquid. If using WD-40, do so sparingly; never spray the solvent directly into the equipment; severe damage may result.

1. Turn off and unplug the printer. Open the cover. Remove media from the printer.

2. Loosen the Mounting Screw and remove the Cutter from the printer.

3. Remove the Cover Screw.

4. Open the Cover Door. Use compressed air to remove any debris from the inside the Cutter.

5. Using a Cotton Swab dampened with alcohol, wipe the surface of the Cutter Blade until all build-up is removed. Manually rotate the Cutter Blade to clean the entire surface. Allow to dry.

   (In cases of extreme build-up, WD-40 can be substituted for alcohol, if used sparingly and applied with a cotton swab; see Caution, above.)

6. Close the Cover Door and reinstall the Cover Screw.

7. Position the Cutter on the front of the printer and tighten the Mounting Screw. Reload media. Plug in and turn on the printer.