

Using the Specimen Label Printer

1. Hold the power button for 3 seconds to turn on/off
2. The labels must be aligned correctly when printing. Correct alignment will ensure all information is correctly printed onto the label. Before printing the first label, set the printer to *Offline* mode (press the *Print* button until *Offline* shows on the display) and press the *Feed* button twice to feed to two blank labels.
3. To load a new roll of labels into the printer pull the *cover release* in the direction indicated by the arrow
4. Open the cover and remove the spool and insert the new roll of labels
5. The new roll of labels must be inserted so that the labels are facing the cover release when dispensed
6. If a label does not print, check:
 - printer is turned on
 - printer is set to *Online* status
 - printer has labels loaded
 - printer is a receiving network signal
 - cover is closed correctly
 - display for error message
7. If the printer is being charged via a charging cable ensure a charge is being supplied by checking the charge indicator light
8. Use the print spool adjuster to the width of the printing compartment. A firm, but not tight, fit will allow labels to feed but not become loose.
9. If no network signal is being received, check if a signal is available in the area. If a signal is available, hold still and wait for 30 seconds to allow printer to detect and connect to the network.

