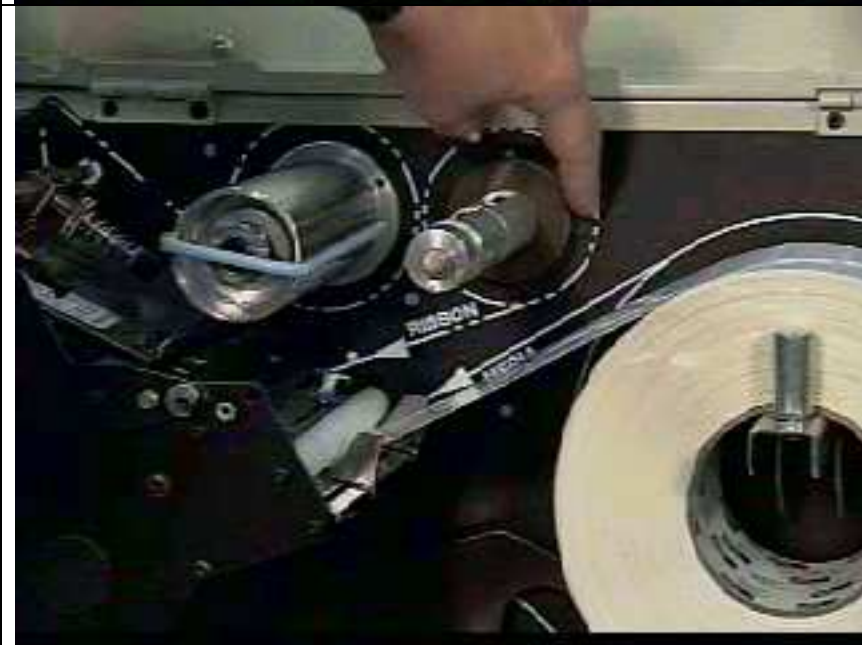


Printer Maintenance (File PMEigc2)



[video_1.jpg](#)

1. Place the ribbon on the ribbon supply spindle.



[video_2.jpg](#)

NOTE: The torsion spring is designed to go in one direction only to hold tension on the ribbon. If the ribbon is installed opposite the path marked in white, IT WILL DAMAGE THE TORSION SPRING IN THE CAP and require replacement of the spindle.



[video_3.jpg](#)

2. Push the ribbon all the way back, through the resistance that holds the ribbon in place.

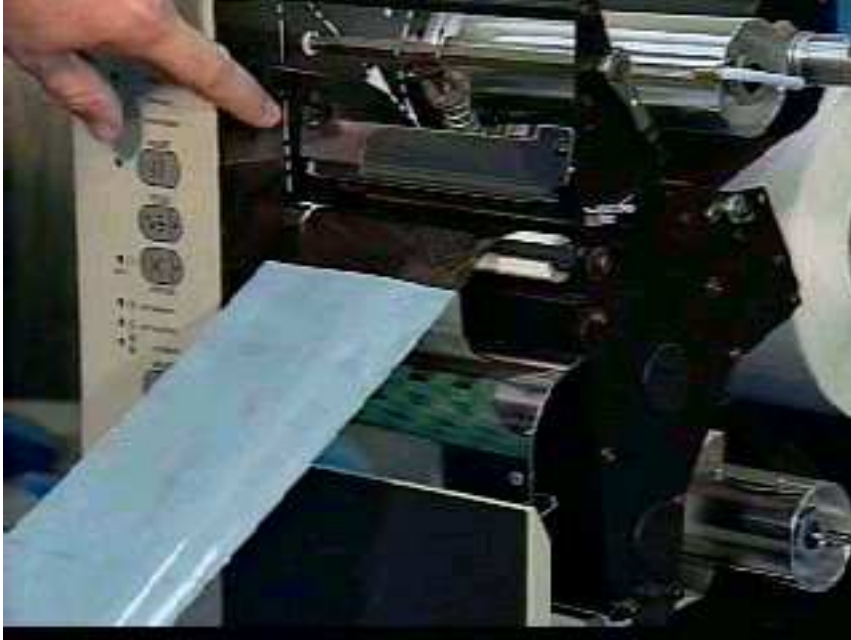


[video_4.jpg](#)

3. Take the stiff leader and feed it into the upper roller.

NOTE: Make sure that the print head is opened before feeding new ribbon.

4. Feed the ribbon under the upper roller.
5. Follow the pathway that is marked on the back of the printer.



[video_5.jpg](#)

6. Slide the ribbon under the black roller and above the white roller.

WARNING - Do not feed the ribbons under the white roller -- reserved for the label media.

7. Put it under the upper black roller and it should feed right through.

NOTE: When it comes out through the other side, it will be ABOVE the upper media guide plate. As you pull the ribbon through, you will notice that it has spring tension. If you pull the ribbon and let go, it will pull back into the printer.

8. Pull enough ribbon out so that the tension won't pull it all the way back in and then release it out here.
9. Close the print head halfway so that it doesn't apply pressure and the ribbon can still be moved.
10. Follow the pathway marked on the printer.
11. Make certain that the ribbon is behind the label tape sensor here.
12. Continue to follow the pathway across the top and under the bottom of the takeup spindle.



[video_6.jpg](#)

NOTE: Even though the path goes under the spindle, the proper method is to first attach at the "J-hook" at the top of the spindle.

13. Remove the hook, noting that the brass piece at the end of the hook fits with the notch on the spindle.



[video_7.jpg](#)

NOTE: If installing a ribbon that has been broken, and a piece of tape has been added, remove the tape at this time and lay just the ribbon across. **IT IS IMPORTANT TO REMOVE THE LABEL TO MAKE SURE THAT IT DOESN'T ADHERE TO THE SPINDLE.**

14. When the ribbon is laid across the top, lay the hook in the channel and put the brass piece in the open notch.
15. Wind backwards (counter clockwise).
16. After one round, make certain that the hook is still in the channel on the spindle.

NOTE: If it comes out sideways as shown, it will cause a problem.

17. Turn it a couple of rounds until some tension is applied.
18. The tension should cause the ribbon to spring back when pulled lightly.