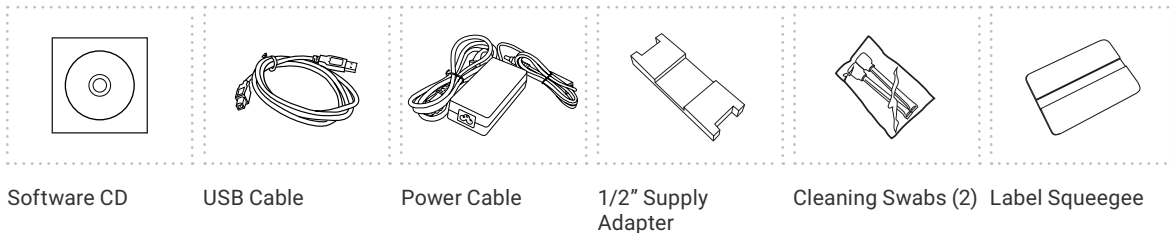


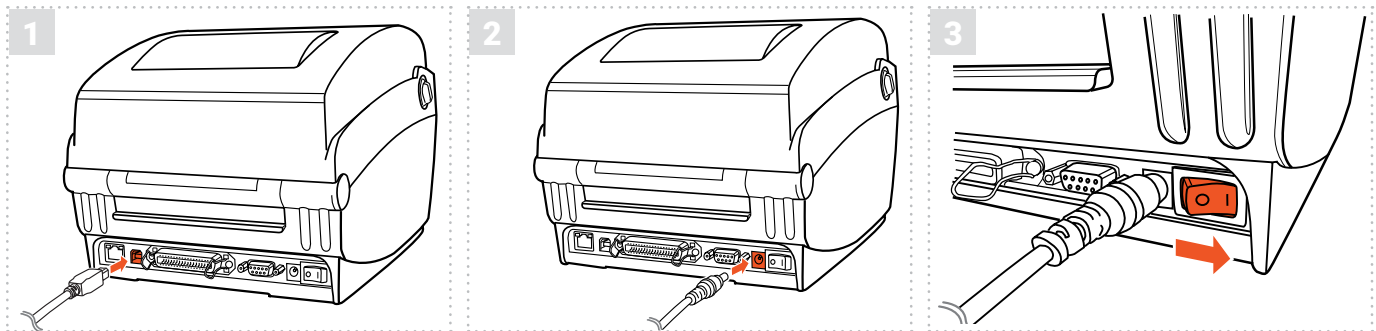
# WELCOME TO LABELTAC® - LET'S START LABELING

## 1 | UNBOX & CHECK CONTENTS

### Included Accessories



## 2 | CONNECT



Connect the USB cable to the back of your printer and plug the other end into a USB port on your computer.

Connect the the two halves of the power cable and plug into the power jack socket. Plug the other end into a power outlet.

Power on your printer.

**Note: It is important that your LabelTac® printer is powered on before installing software.**

## 3 | INSTALL SOFTWARE



### Option 1: Install from CD

Put the included CD in your computer's CD drive and follow the prompts on your screen to install the software.



### Option 2: Digital download

Head to the LabelTac® support page, select your printer model, and download the driver for your printer.

↓ [labeltac.com/support](http://labeltac.com/support)

### DOWNLOAD THE USER MANUAL

The full LabelTac® 4 User Manual can be downloaded online at ↓ [labeltac.com/manuals](http://labeltac.com/manuals)

### SUPPORT

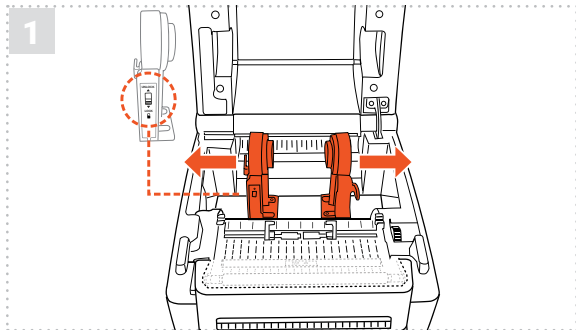
Your LabelTac® printer includes a free, full lifetime warranty on all parts and labor and unlimited support by phone, email or live chat.

Online Support      [labeltac.com/support](http://labeltac.com/support)

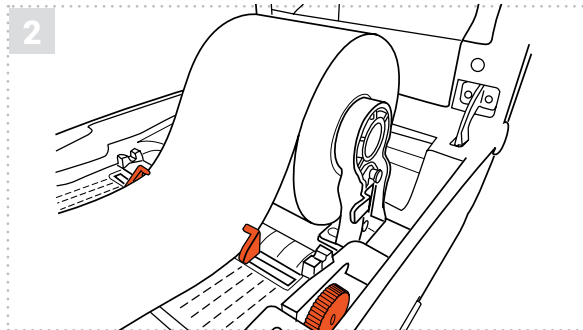
Support by phone      1-877-356-6584

Support by email      [support@labeltac.com](mailto:support@labeltac.com)

## HOW TO | LOAD LABEL SUPPLY

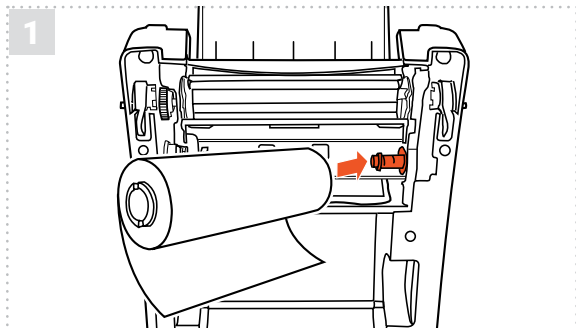


1 Open the printer's cover. Separate the green media holders so they're wider than your supply. (If holders are locked, flip the lock switch on the left holder.) Place the supply roll between the holders, close the holders onto the core, and lock the holders using the switch.

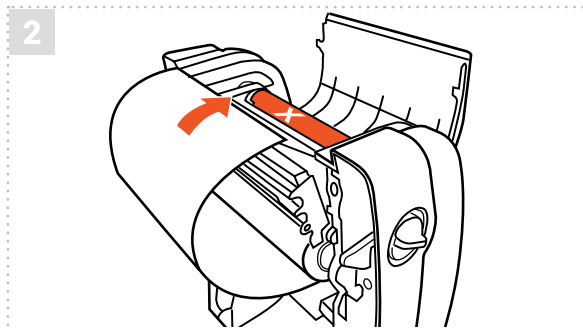


2 Using the green guide adjustment wheel, adjust the media guides so they're wider than the supply. Feed the end of the supply roll through the guides. Then re-adjust the guides so they fit the material. Feed the supply through the cutter and out the mouth of the printer.

## HOW TO | LOAD PRINT RIBBON



1 Open the printer cover and ribbon access cover. With the end of the ribbon underneath, insert the ribbon right-side first onto the rear ribbon hub.



2 Insert the empty cardboard core (that came in your ribbon box) onto the front ribbon hub. Pull the end of the ribbon up and over the print head and tape it to the core. Turn the green ribbon rewind gear until the ribbon is tight and wrinkle-free.

Check out videos on loading supplies and learn some helpful label making tips on our YouTube channel

 [youtube.com/labeltac](https://www.youtube.com/labeltac)

Need some more help with your printer?

 [labeltac.com/support](https://www.labeltac.com/support)

 1-877-356-6584