



LabelWorks LW-700 User's Guide

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LabelWorks LW-700 User's Guide

Welcome to the LabelWorks LW-700 *User's Guide*.

Introduction to Your LabelWorks Printer

See these sections to learn more about your label printer and this manual.

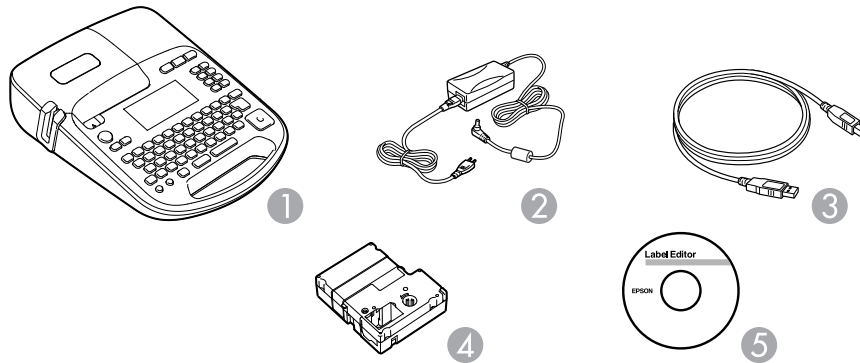
[Product Box Contents](#)

[Notations Used in the Documentation](#)

[Label Printer Part Locations](#)

Product Box Contents

Make sure your label printer box included all of these parts:



- 1 Printer
- 2 AC adapter
- 3 USB cable
- 4 Sample tape cartridge
- 5 Label Editor software DVD for Windows

Parent topic: [Introduction to Your LabelWorks Printer](#)

Notations Used in the Documentation

Follow the guidelines in these notations as you read your documentation:

- **Warnings** must be followed carefully to avoid bodily injury.

- **Cautions** must be observed to avoid damage to your equipment.
- **Notes** contain important information about your label printer.
- **Tips** contain additional label printing information.

Parent topic: [Introduction to Your LabelWorks Printer](#)

Label Printer Part Locations

Check the part illustrations to learn about the parts on your label printer.

[Label Printer Parts](#)

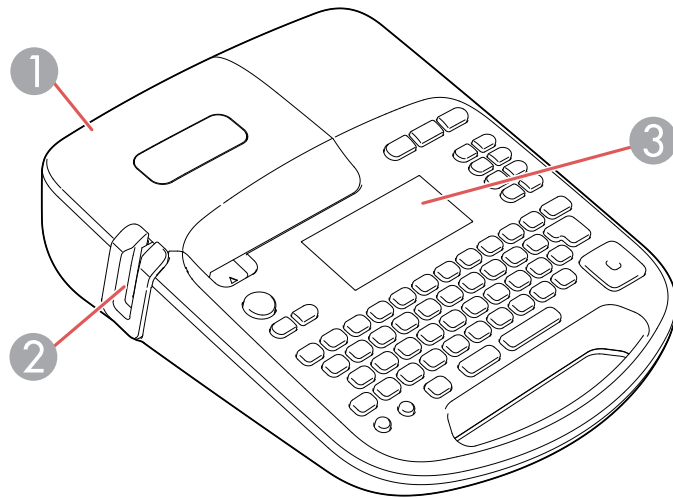
[Label Printer Parts - Keyboard](#)

[Label Printer Parts - Display](#)

Parent topic: [Introduction to Your LabelWorks Printer](#)

Label Printer Parts

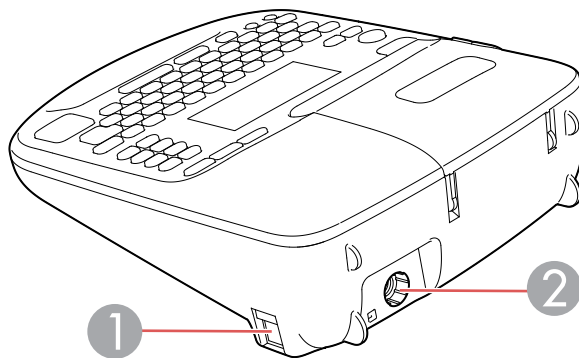
Top



- 1 Tape cover
- 2 Tape ejector slot

3 Display

Connectors

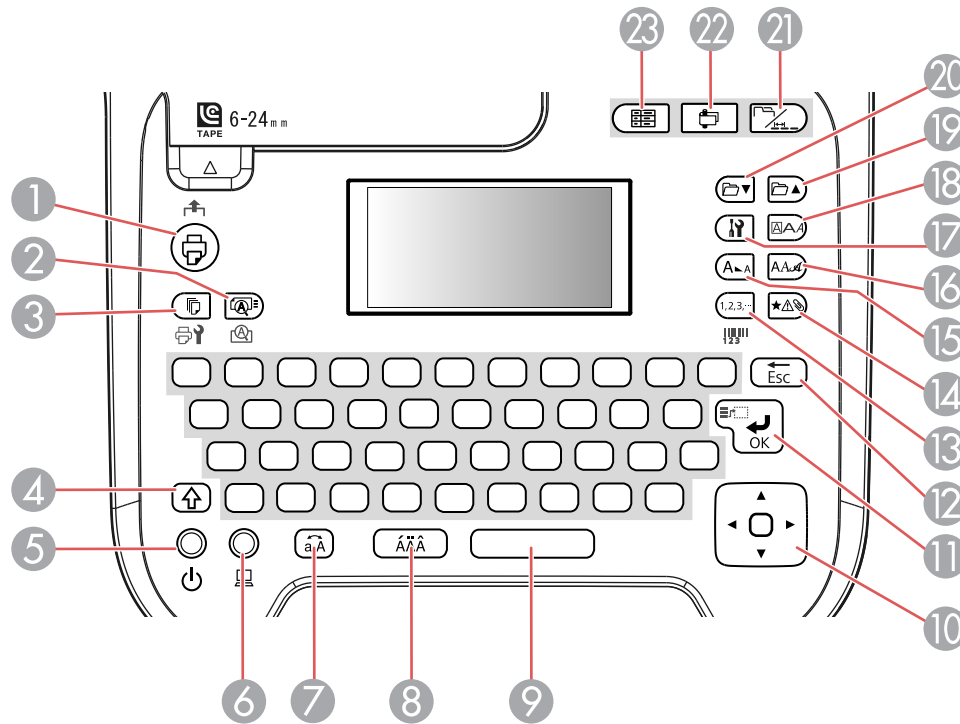


1 USB port

2 AC adapter port

Parent topic: [Label Printer Part Locations](#)

Label Printer Parts - Keyboard

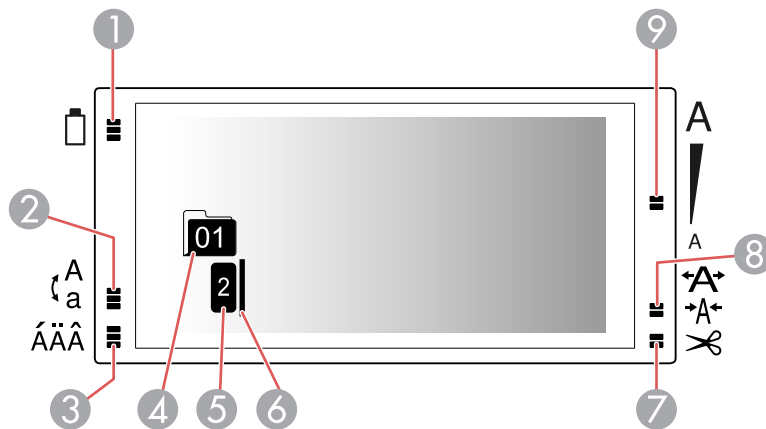


- 1 Print and cut
- 2 Print multiple copies or mirror image labels
- 3 Preview current label
- 4 Shift
- 5 Turn printer on/off
- 6 Connect to computer (PC link)
- 7 Caps lock
- 8 Add an accented letter
- 9 Spacebar

- 10 Navigate
- 11 Select, Enter, or OK
- 12 Backspace, Cancel, or Escape
- 13 Add sequence numbers, barcode, or QR code
- 14 Add symbols
- 15 Select font size
- 16 Select font
- 17 Select language and other preferences
- 18 Open Edit menu to add frames or other special features
- 19 Save or create new label, or select a saved label
- 20 Select a saved label
- 21 Create a folder tab label
- 22 Create a cable label
- 23 Create an equipment management label

Parent topic: [Label Printer Part Locations](#)

Label Printer Parts - Display



- 1 Battery level
- 2 Use of upper or lower case
- 3 Flashes to indicate accent mark selection
- 4 Current label number
- 5 Current line number
- 6 Cursor
- 7 Use of Auto cut setting
- 8 Use of customized font width
- 9 Current font size

Parent topic: [Label Printer Part Locations](#)

Setting Up the Printer

Follow the instructions in these sections to set up your label printer.

[Connecting the AC Adapter](#)

[Installing Batteries](#)

[Inserting and Removing Tape Cartridges](#)

[Turning the Printer On and Off](#)

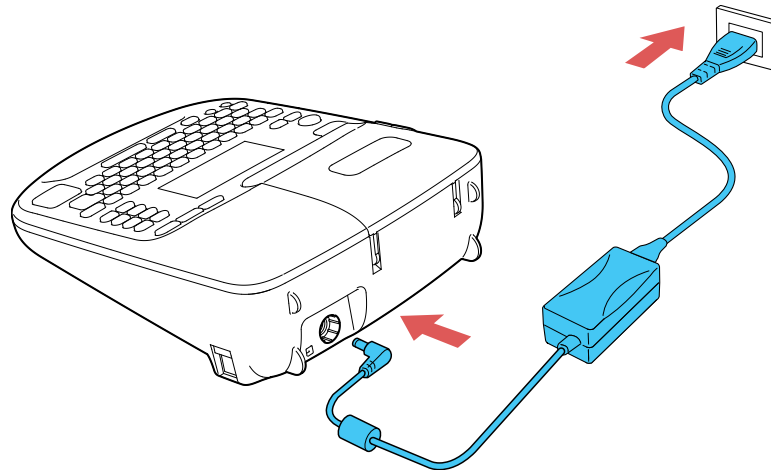
[Changing Language and Other Preferences](#)

[Adjusting the Preview](#)

Connecting the AC Adapter

Use the AC adapter to power the printer without batteries.

1. Connect the adapter to the printer's AC adapter port.



2. Plug the other end of the adapter into an electrical outlet

Parent topic: [Setting Up the Printer](#)

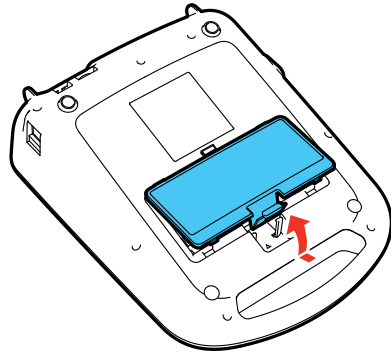
Installing Batteries

You can use batteries instead of the AC adapter when you are not near a power source. The printer requires 6 AA alkaline batteries.

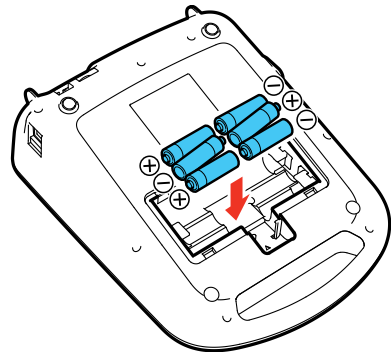
Caution: Make sure the power is off before you install batteries.

Note: Batteries are not included.

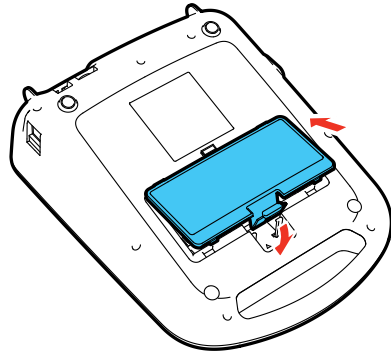
1. Press the tab and open the battery cover.



2. Insert the batteries with the + and – ends facing as shown.



3. Replace the battery cover.



Parent topic: [Setting Up the Printer](#)

Inserting and Removing Tape Cartridges

You can use LabelWorks tapes with widths ranging from 0.25 inch (6 mm) to 1 inch (24 mm).

Note: Width measurements in inches are approximate.

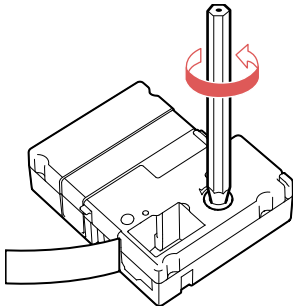
Use only tape cartridges with this mark:



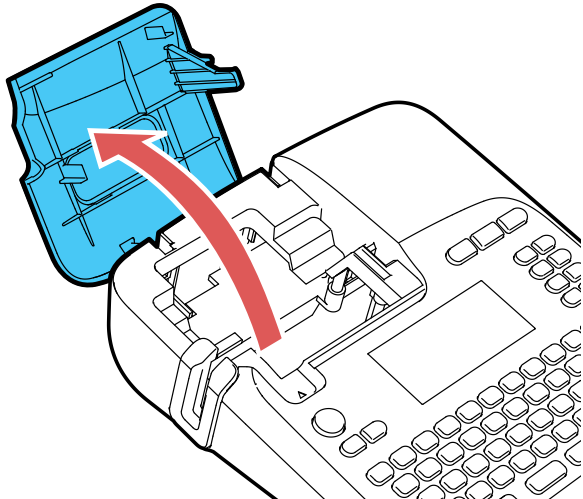
For a complete list of available tape cartridges, go to epson.com/labelworks (U.S.) or epson.ca/labelworks (Canada).

1. Make sure the power is off before you install or remove a tape cartridge.

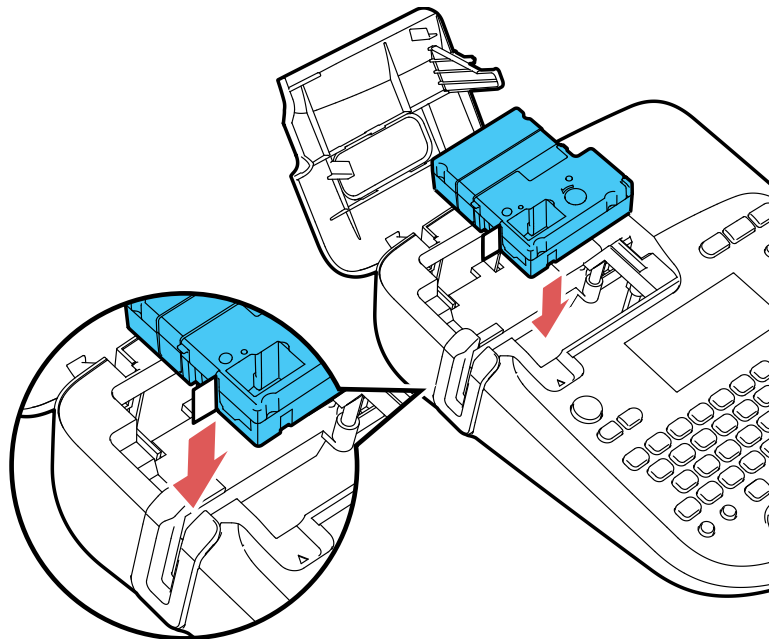
2. Remove any slack from the tape using a pencil or pen.



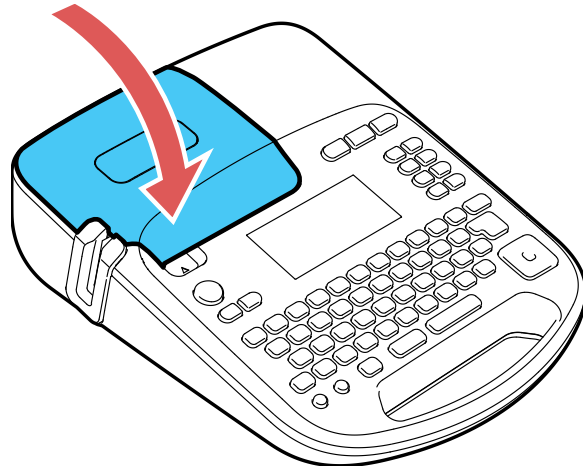
3. Lift up the tape cover.



4. Insert the cartridge as shown and press it down firmly until it snaps into place. Make sure the end of the tape slides into the ejection slot.



5. Close the tape cover.




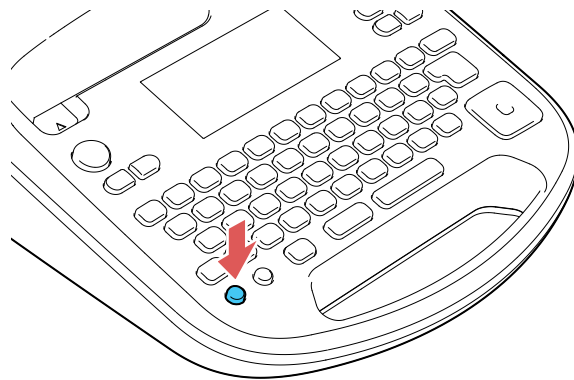
To remove a tape cartridge, open the cover, grasp the sides of the tape, and lift it out of the printer.

Parent topic: [Setting Up the Printer](#)


Turning the Printer On and Off

Make sure the AC adapter is connected or batteries are installed.

- To turn on the printer, press the  power button.



The display lights up.

- To turn off the printer, press the  power button.

You see a **Powering Off** message on the display and your work is saved automatically.

Caution: Do not unplug the printer until the display turns off.

The printer turns off automatically (and saves your work) if it is not used within 5 minutes. When PC link is in use, the printer turns off if it is not used within one hour.

Parent topic: [Setting Up the Printer](#)






Related tasks

[Installing Batteries](#)

[Connecting the AC Adapter](#)

Changing Language and Other Preferences



You can adjust the language and other preferences in the way your label printer works.

1. Press the  key.
2. Use the  key to highlight any of the following settings, then press the  key to select it:
 - **Contrast**
 - **Backlight**
 - **Battery type**
 - **Language**
 - **inch:cm**
3. Use the  key to highlight the option you want, then press the  key to select it.

Parent topic: [Setting Up the Printer](#)

Adjusting the Preview

By default, the display shows a preview of your formatted label and its dimensions. You can turn off the preview if you want to see more lines of text on the display (for multi-line labels).

To change the preview, press the  +  keys.

You can toggle between the two views as necessary.

Parent topic: [Setting Up the Printer](#)

Creating Labels Using the Keyboard

You can use the built-in keyboard to design and create a variety of labels.

[Entering Text](#)

[Saving Labels](#)

[Deleting Labels](#)

[Adding Symbols](#)

[Adding Frames](#)

[Adding Tables](#)

[Changing Font Size](#)

[Changing the Label Font](#)




[Adding Punctuation](#)

[Adding Accented Letters](#)

[Changing Label Format Settings](#)

Entering Text

You can use the built-in keyboard to enter letters, numbers, and other characters.

- To type an uppercase letter, press the  key + the letter.
- To use all uppercase letters, press the  key, then type your text.
- To start a new line, press the  key.

The line number appears on the display.



Note: You can print up to 8 lines of text, depending on the label format and tape width. If you try to exceed the maximum, an error message appears.

- To start a new block of text, press the  +  keys.

Text blocks allow you to apply styles to one block at a time. The following example shows two blocks of text on the display and on a printed label:



- 1 Block 1 on the display
- 2 Block 2 on the display
- 3 Block 1 printed
- 4 Block 2 printed

- To delete the previous character or line, press the  key.
- To view a detailed preview of your label, press the  key.


Parent topic: [Creating Labels Using the Keyboard](#)

Related tasks

[Changing Label Format Settings](#)

Saving Labels

You can store up to 100 saved labels at a time.

To save your label, press the  key. The label you created is saved, and you are ready to create another one.



Parent topic: [Creating Labels Using the Keyboard](#)

Deleting Labels

Each label you create is numbered. If you delete a saved label, you can reuse its number to create a new label.

1. To select a label for deletion, press the  or  key until you see the label you want.
2. To delete the label, press the  +  keys.

You see a message asking if you want to delete all the text.








3. Press the  key to delete, or press the  key if you change your mind.

Parent topic: [Creating Labels Using the Keyboard](#)

Adding Symbols

You can select from a variety of graphic symbols to incorporate into your labels.

Note: The Label Editor and Label Editor Lite software include additional symbols and allow you to import your own graphics and logos.

1. To add a frame, press the  key.
You see the Edit menu on the display.
2. Use the  key to highlight **Frame & Table** and press the  key.
3. Highlight **Frame** and press the  key.
You see the frames on the display.
4. Use the  key to highlight the number of the frame you want, or enter the frame number to jump directly to a frame.
5. Press the  key to select the frame you want.
6. Highlight **Whole label** or **This block** and press the  key.

Note: You can add a frame either before or after adding the text to your label, but the frame will not appear on the preview until you add text.

[Available Frames](#)











































Parent topic: [Creating Labels Using the Keyboard](#)



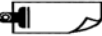

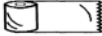



















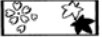




















Related references

[Label Format Settings](#)

Available Frames

You can select from these frames:







1		2		3		4		5		6	
7		8		9		10		11		12	
13		14		15		16		17		18	
19		20		21		22		23		24	
25		26		27		28		29		30	
31		32		33		34		35		36	
37		38		39		40		41		42	


43		44		45		46		47		48	
49		50		51		52		53		54	
55		56		57		58		59		60	
61		62		63		64		65		66	
67		68		69		70		71		72	
73		74		75		76		77		78	
79		80		81		82		83		84	
85		86		87							

Parent topic: [Adding Frames](#)




Adding Tables

You can add tables containing up to 8 rows (depending on the width of the tape you are using). You can add as many columns as necessary to each table.

- To add a table, press the  key.
You see the Edit menu on the display.
- Use the  key to highlight **Frame & Table** and press the  key.
- Highlight **Table** and press the  key.
You see several table styles to choose from.
- Use the  key to highlight the table style you want and press the  key.

5. Highlight **Whole label** or **This block**, depending on how you want to use the table and press the  key.

Note: If you select **This block**, you can add more than one table to a label.



6. To add a new row to the table, press the  key.
7. To add a new column to the table, press the  +  keys.

Parent topic: [Creating Labels Using the Keyboard](#)

Related references

[Label Format Settings](#)

Changing Font Size

You can change the size of the letters, numbers, and symbols on your labels. You can use either the  key to quickly format a simple label, or the  key for more control over the size of individual lines or text blocks.


[Changing the Label Font Size](#)

[Changing the Font Size Using the Edit Menu](#)

Parent topic: [Creating Labels Using the Keyboard](#)

Changing the Label Font Size

You can quickly change the size of the font on your label.

1. Press the  key.

You see a description of the number of lines on your label and squares representing the text.


2. Press the  key repeatedly until you see the size you want to use.

When the display returns to your label preview, you see your text in the size you have selected.

Parent topic: [Changing Font Size](#)

Changing the Font Size Using the Edit Menu

You can use the Edit menu to change the font size for each line or block of text on your label.

1. Press the  key.

You see the Edit menu on the display.

2. Use the  key to highlight **Font size** and press the  key.

3. Select the number of lines of text on your label (or a setting that represents the font size you want to use).

Note: To restore the previous settings, select **Equal**.

You see a list of the size configurations available, with squares representing the text.

4. Select the size configuration you want to use.
5. Select whether you want to apply the design to the whole label or the current block.

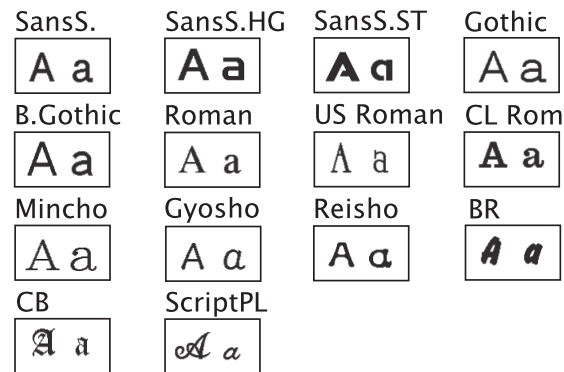
Parent topic: [Changing Font Size](#)


Related references

[Label Format Settings](#)


Changing the Label Font


You can change the font for your label as a whole, or for specific characters, lines, or blocks of text. You can choose from the following fonts:



- To change the font for the entire label, press the  key. Continue pressing the key to see the various fonts available.

When the display returns to your label preview, you see your text in the font you have selected.


- To change the font for a specific character, line, or block of text, press the  key. Select **Font**, select the font you want, and select how to apply the font.





Note: To apply the font to a specific character or word, place the cursor in front of the word or character before you press the  key.


When the display returns to your label preview, you see your text in the font or fonts you have selected.

Parent topic: [Creating Labels Using the Keyboard](#)

Adding Punctuation

You can add many of the most common punctuation marks by simply typing them in using the keyboard. For the punctuation marks shown in blue on the keys, hold down the  key while you press the key for the mark you want.

- To enter punctuation marks such as semicolons or parentheses, press the  key. Press the key repeatedly until you see the mark you want on the display.
- To enter additional punctuation, such as quotation marks or the @ symbol, hold down the  key while you press the  key. Press the  key repeatedly until you see the mark you want.

Note: Punctuation marks are also available through the Symbol menu, accessed by pressing the  key.


Parent topic: [Creating Labels Using the Keyboard](#)

Related tasks



[Adding Symbols](#)

Adding Accented Letters

You can choose from a variety of accent marks.


1. Enter the lowercase or uppercase letter that needs an accent mark.
2. Press the  key.


You see a series of accents on the letter you entered.

3. Use the  key to highlight the accented letter you want and press the  key.
The accented letter appears on your displayed label.

Parent topic: [Creating Labels Using the Keyboard](#)







Changing Label Format Settings

You can press the  key to access the Edit menu, which lets you change various format settings. Some settings affect the entire label, and others can be applied to individual characters, lines, or blocks.

1. Place the cursor in the specific line or block, or to the left of the individual character or characters you want to format.
2. Press the  key.

You see the Edit menu.



3. Use the  key to scroll through the list of settings and press the  key to select the one you want. You see the available options for that setting.
4. Use the  key to highlight the option you want and press the  key to select it.
5. If you see **Area?** on the display, use the  key to highlight one of the following and press the  key:
 - **Character**
 - **Whole label**
 - **This line**
 - **This block**

You see the selected formatting on the label preview.

[Label Format Settings](#)

Parent topic: [Creating Labels Using the Keyboard](#)


Label Format Settings

Settings on the Edit menu let you customize various aspects of label formatting.

Setting	Options	Description
Length	Auto 1 to 15 inches	Sets the length of the label Auto: adjusts the length based on the label content
Frame & Table	Table Off Frame	Adds tables or frames to a label
Margins	Minimum Short Middle Long Tape width /3 Tape width	Sets the left and right margins of the label Tape width /3: sets margins equal to one third of the tape width Tape width: sets margins equal to the width of the tape
Layout	Left Center Justify Right	Adjusts the alignment of multi-line labels
Style	Outline Normal Shadow S + O	Applies outline or shadow effects to individual characters, lines, blocks, or entire labels S + O: applies shadow and outline formatting to individual characters, lines, blocks, or entire labels
Char. spacing	None Narrow Normal Wide	Adjusts the space between individual characters or all characters in a line, block, or entire label If you turn the Proportional setting off, the space between characters is much wider

Setting	Options	Description
Border & Line	Strikeout Underline None Border Round brdr Shading Brdr mesh Round mesh	<p>Applies strikeout, underlining, borders, or shading to individual characters, lines, blocks, or entire labels</p> <p>The Brdr mesh and Round mesh settings apply shading and a rectangular or round border</p>
Char. Width	Smaller Small Narrow Normal Wide	<p>Adjusts the width or size of individual characters or all characters in a line, block, or entire label</p>
Background	None 1 Wave 2 Diamond 3 Flower 4 Cards 5 Arabesq. 6 Mesh 7 Dotted	<p>Applies various background patterns to the entire label</p>
Bold & Italic	Italic Normal Bold B + I	<p>Applies bold or italic formatting to individual characters, lines, blocks, or entire labels</p> <p>B + I: applies bold and italic formatting to individual characters, lines, blocks, or entire labels</p>

Setting	Options	Description
Vertical*	On Off	Changes the text orientation to vertical for one block or the entire label
Font size	Equal 1 Line 2 Lines 3 Lines 4 Lines 5-8 Lines	Adjusts the font size for a block of text or the entire label
Font	Various fonts available	Selects the font for individual characters, lines, blocks, or entire labels

* When adding 2-digit numbers to a vertical label, select **Doublefigure** using the  key.

Parent topic: [Changing Label Format Settings](#)

Creating Special Format Labels Using the Keyboard

Follow the instructions in these sections to create special format labels using the built-in keyboard.

[Creating a Sequence of Labels](#)

[Creating Barcode Labels](#)

[Creating QR Code Labels](#)

[Creating Folder Tab Labels](#)


[Creating Patch Panel Labels](#)

[Cable Labels](#)

[Creating Equipment Management Labels](#)

Creating a Sequence of Labels

You can create a sequence of labels with automatically generated numbers or letters of the alphabet.

1. Press the  key.

You see **Sequence Number** on the display and a **Start** prompt.

2. Enter the number or letter to use as the starting point of the sequence. You can enter any number up to 99, or any letter to begin an alphabetic sequence.
3. Select the number of times you want to repeat an item in the sequence. For example, if you want to print the same label twice before the sequence number is increased, select **2 times**.

For numeric sequences, you see **Seq. two-digits** on the display.

4. Select **On** if you want to use 2-digit numbers, or **Off** if not.

Note: If you select **Off**, the sequence restarts after you reach the number 9.

5. Type the text of your label. To add a space between the sequence number and the text, press the spacebar.

You see the text and the current sequence number on the display.








As you print your labels, the sequence number (or letter) increases, and the current number is shown on the display. The sequence is saved, even after you turn off the printer.

Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Creating Barcode Labels

You can create labels with a variety of barcode types for inventory management and asset tagging.



1. Press the  +  keys.
2. Use the  key to highlight one of the following barcode types and press the  key:
 - **EAN-8**
 - **EAN-13**
 - **CODE128**
 - **CODE39**
 - **ITF**
 - **CODABAR**
 - **UPC-A**
 - **UPC-E**
3. Select the width and press the  key.
4. If necessary, select the following and press the  key:
 - **Ratio**
 - **Check Digit**
5. Enter the numeric code and press the  key.





Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Creating QR Code Labels


You can create labels with a QR code for many purposes, such as linking to URLs, file storage services, or social media applications. One-inch (24 mm) wide black-on-white tape is recommended for the fastest QR code recognition.

Note: When embedding content from social media applications, consider your privacy settings. When embedding content from file storage services, check the sharing settings to ensure that other people can view the content.




1. Press the  +  keys.
2. Select **QR CODE** and press the  key.
3. Select the **Symbol Size** and press the  key.


Note: Medium and Large size codes require at least 3/4 inch (18 mm) tape.


4. Select the **ECC Level** (Error Checking and Correction Level) and press the  key.

Note: Higher ECC Level settings restrict the amount of text you can enter. For most QR codes, **7%** is recommended.

5. Enter the text for the code and press the  key.

Note: For URLs, consider using a URL shortening service to reduce the complexity of the QR code.

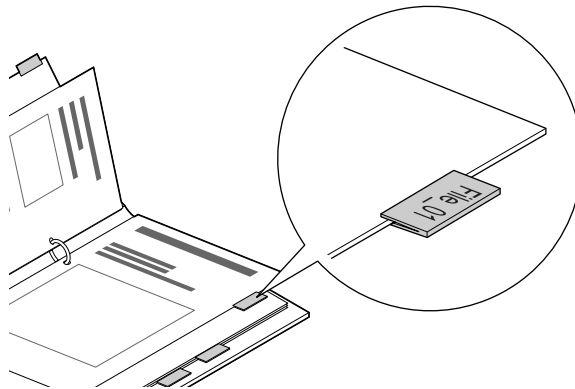
6. For multi-line entries such as addresses, select **Line break** and enter the next line of text.
7. When the text is complete, select **Finish?** and press the  key.

If you see **QR CODE too big!** on the display, you need to press the  key and start over. Try selecting a smaller **Symbol Size** and shortening the text.




Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Creating Folder Tab Labels

Folder tab labels can be folded to display the text on two sides of the label.







Note: One-inch (24 mm) wide tape or special folder tab tape is recommended for folder tab labels.

1. Press the  key.
2. Select one of the following and press the  key:
 - **Tab:V** to print a vertical label
 - **Tab:H** to print a horizontal label
3. Select the length of the label and press the  key.
4. Enter the text for the label.

Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Creating Patch Panel Labels

Patch panel labels are a convenient way to identify various ports on equipment such as routers or switches. You can create one label with multiple segments, one for each port.

1. Press the  key.
2. Select **Panel** and press the  key.
3. Select the length of the segments, or select **Auto** to have the length vary by the label text.
4. Press the  key.
5. Enter the text, pressing the  key after each segment.

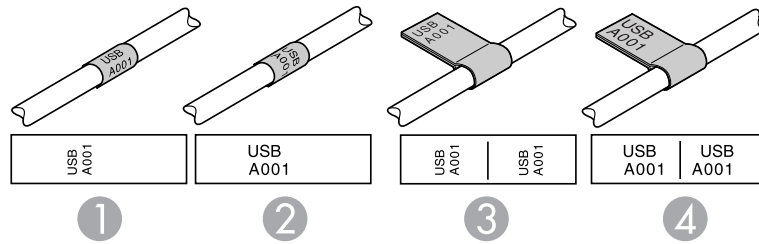
Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Cable Labels

You can create flag and wrapped labels to identify cords and cables. For best results, use special cable wrap tapes or strong adhesive tapes for labelling cables.

Flag labels provide a large surface for multiple lines of text. A vertical line marks the center of the flag to help you wrap the cable evenly.

Wrapped labels are useful for tight spaces where flags are too large or only a short identifier is necessary. Do not use a regularly printed label (lengthwise) as a wrapped label; bending the cord may cause the label to detach from the cord.



- 1 Wrap:V (vertical)
- 2 Wrap:H (horizontal)
- 3 Flag:V (vertical)
- 4 Flag:H (horizontal)

Keep this information in mind when creating cable labels:

- Use reflective tape for labels that will be used in dark locations.
- For small cables, use flag labels to increase readability.




- Include a label on both ends of the cable.
- When adhering a flag label to the cable, loop the label around the cord loosely and stick the ends of the label together, then move inward toward the cable. This makes it easier to align the ends.
- If space for a flag label is limited, use narrower tapes, such as 3/8 inch (9mm) and 1/4 inch (6mm).
- Use multiple wrapped labels on a single cord to include more information.

[Creating Cable Labels](#)

Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Creating Cable Labels

Two styles of cable labels are available: flag and wrapped. You can use either horizontal or vertical text on both label styles.


1. Press the  key.
2. Select one of the following and press the  key:
 - **Wrap:V**
 - **Wrap:H**
 - **Flag:V**
 - **Flag:H**
3. Select the length of the label, or select **Auto** to have the length vary by the label text.
4. Press the  key.
5. Enter the text for your label.

Parent topic: [Cable Labels](#)


Creating Equipment Management Labels

The equipment management label format provides a 4-line, 2-column table with default text. You can modify the defaults as necessary.


Product name	Notebook PC
Admin No.	01001
Date	2012/7/17
Department	Market communication

1. Press the  key.

You see **Overwrite text?** on the display.

2. Press the  key.

You see a preview of the left block of text on the display (4 lines). Below the preview, you see the fourth line of the left block and the first line of the right block.

3. Use the  key to locate and edit the existing text (left block) and to add text to the 4 lines in the right block.

Parent topic: [Creating Special Format Labels Using the Keyboard](#)

Related tasks

[Entering Text](#)

Printing Labels Using the Built-In Keyboard

Follow the instructions in these sections to print using your label printer keyboard.

[Previewing Labels](#)

[Printing and Cutting Labels](#)

[Printing Multiple Copies of a Label](#)

[Printing Mirror Image Labels](#)





[Printing Without Cutting](#)

[Feeding and Cutting the Tape](#)

[Adjusting Print Density](#)

Previewing Labels

Before you print, it is a good idea to view a detailed preview of your label.

- To preview your label, press the  key.
You see your label design scroll across the display.
- To pause the preview, press and hold the spacebar or the  key.
- To exit the preview, press the  or  key.

Note: Printed labels may be slightly different from their preview images.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Printing and Cutting Labels

You can print a label after creating it, or select a saved label for printing.

Caution: Do not put your fingers in the tape ejection slot, and do not pull on the label while it is printing.

- To print and cut the current label, press the  button.

The width and approximate length of the label and the number of copies appear on the display during printing.

Note: Depending on the type of label and other settings, a small length of tape may be fed and cut before printing.








- To cancel printing, press the  key.
- To select a saved label for printing, press the  or  key until you see the label you want.

Note: Printed labels may be slightly different from their preview images.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Printing Multiple Copies of a Label








You can select the number of labels you want to print, or print labels continuously until you decide to stop.

1. Press the  key.
2. Use the  key to highlight **Print copies** and press the  key.
3. Use the  key to highlight one of the following and press the  key:
 - **Set number** to print up to 99 copies of your label or design
 - **Until stopped** to print continuously until you press any key
4. Use the  key to highlight **Start print?** and press the  key to start printing.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Printing Mirror Image Labels

You can create mirror image labels, which are designed to be printed on clear tape and used on a transparent surface.









1. Press the  key.
2. Use the  key to highlight **Mirror print** and press the  key.
3. Use the  key to highlight **On** and press the  key.
4. Use the  key to highlight **Start print?** and press the  key to start printing.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Printing Without Cutting

You can turn off the **Auto Cut** setting to print without cutting. This allows you to print a series of labels and cut them manually, or print a long ribbon with a repeated pattern.





1. Press the  +  keys.

2. Use the  key to highlight **Auto cut** and press the  key.
3. Use the  key to highlight **Off** and press the  key.
4. Do one of the following:
 - To print a long ribbon with a repeated pattern (or multiple copies of the same label), press the  key and select **Print copies**.
 - To print a single label, press the  button.
5. To remove the labels or ribbon, cut it with scissors, or press the  key + the  button and select **Feed and cut**.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Feeding and Cutting the Tape





You can feed the tape to add length to a label or ribbon design. You can also feed and cut a label or ribbon that has been printed without cutting.

1. Press the  key + the  button.
2. Use the  key to highlight one of the following settings and press the  key:
 - **Tape feed**
 - **Feed and cut**

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Adjusting Print Density

If your labels are printing too dark or too light, you can adjust the print density.

1. Press the  +  keys.
2. Use the  key to highlight **Print density** and press the  key.
3. Do one of the following:
 - To make the print lighter, select one of the – settings.
 - To make the print darker, select one of the + settings.
4. Try printing again to make sure the density is adjusted as desired.

Parent topic: [Printing Labels Using the Built-In Keyboard](#)

Using the Printer With Your Computer

Follow the instructions in these sections to use the label printer with your computer.

[Connecting the Printer to Your Computer](#)

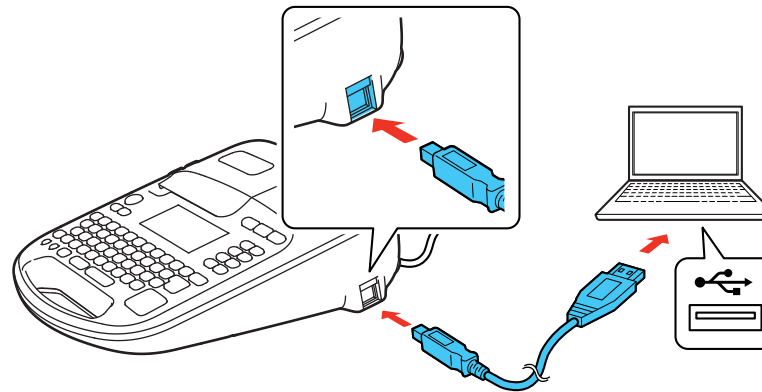
[Using Label Editor for Windows](#)

[Using Label Editor Lite for OS X](#)

Connecting the Printer to Your Computer


To use the software with your LabelWorks printer, you need to connect the printer to your computer with the included USB cable.

1. After you install the software (or during the Label Editor installation process, if prompted), connect the USB cable to the printer and your computer.



2. Press the  PC link button.

PC online flashes on the display and the printer's keyboard is disabled.

Note: To use the keyboard while the printer is connected to your computer, press the  PC link button again.

Parent topic: [Using the Printer With Your Computer](#)

Related tasks

[Installing Label Editor](#)

[Installing Label Editor Lite](#)

Using Label Editor for Windows

The Label Editor software makes it easy to create labels and ribbons using your Windows computer, as described in these sections.

[Getting Started With Label Editor](#)

[Designing Labels With Label Editor](#)

[Creating Special Format Labels Using Label Editor](#)

[Printing Labels With Label Editor](#)

Parent topic: [Using the Printer With Your Computer](#)

Getting Started With Label Editor

Follow the instructions in these sections to get started using Label Editor for Windows.

[Installing Label Editor](#)

[Starting Label Editor](#)

[Label Editor Main Window](#)

[Label Editor Toolbars](#)

Parent topic: [Using Label Editor for Windows](#)

Installing Label Editor

Install the Label Editor software using the DVD that came with your label printer. If your computer does not have a DVD drive, you can download the software from Epson's support website. Visit the driver download site ([U.S. downloads](#) or [Canadian downloads](#)).

1. Insert the DVD and follow the instructions on the screen to install both the application and the driver.
2. When you are prompted to connect the printer to your computer, connect it using the included USB cable.

Parent topic: [Getting Started With Label Editor](#)

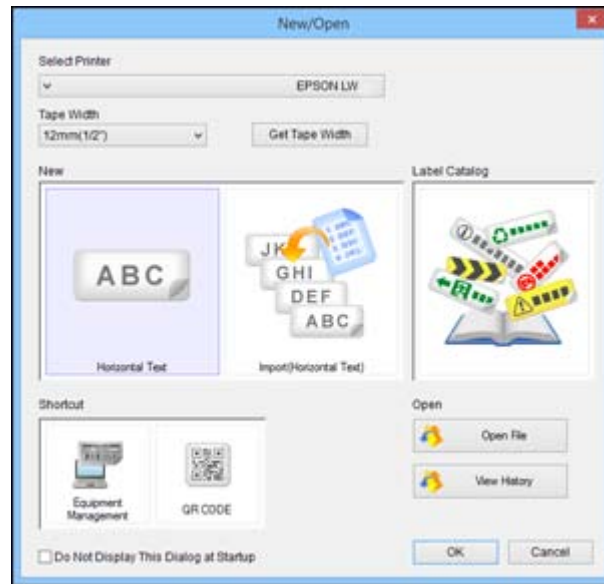
Related tasks

[Connecting the Printer to Your Computer](#)

Starting Label Editor

After you have installed the Label Editor software and connected the printer to your computer, you can start using Label Editor.

1. Double-click the  **Label Editor** icon on your Windows Desktop.
You see this window:

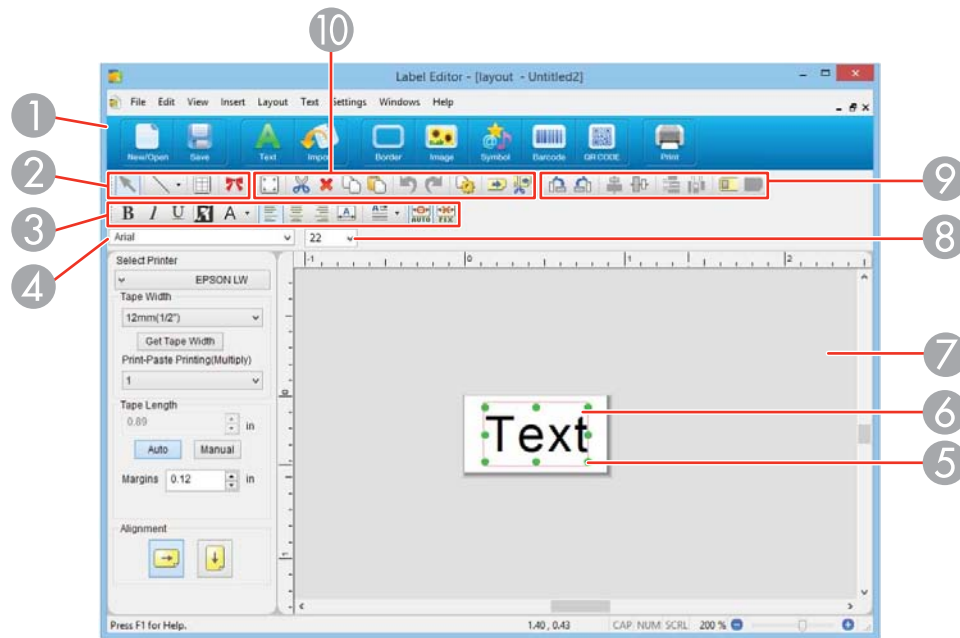


Note: If you want to go directly to the main screen when you start Label Editor, check **Do Not Display This Dialog at Startup**.

2. Select your printer and tape width, if necessary.
3. Do one of the following and click **OK** (or click **Cancel** to go straight to the main Label Editor screen):
 - To start with a blank label, select **Horizontal Text**.
 - To create labels with text from a spreadsheet or other file, select **Import (Horizontal Text)**.
 - To start with a ready-made label from the catalog, select **Label Catalog**.
 - To create an equipment management label or QR code label, select one of the Shortcut options.
 - To open a previously created label, select **Open File** and locate the file on your computer, or select **View History** and select from a list of existing labels.

Parent topic: [Getting Started With Label Editor](#)

Label Editor Main Window



- 1 Operation guide bar
- 2 Edit toolbar
- 3 Text toolbar
- 4 Font box
- 5 Green handle
- 6 Label area (The red line indicates the area that will be printed.)
- 7 Workspace (You can temporarily move a block to this area outside the label.)
- 8 Font size box
- 9 Layout toolbar
- 10 Standard toolbar





Parent topic: [Getting Started With Label Editor](#)

Label Editor Toolbars

The toolbars on the main window provide easy access to the main features of Label Editor.







Edit toolbar







	Select a block for editing
	Draw a line or shape on your label Click the arrow next to the icon to see the available shapes, including polygons, stars, freehand lines, and Bézier curves
	Open a window that lets you design a table to insert on your label
	Open a window that lets you design a ribbon with repeated text or graphic elements, to be printed on ribbon tape

Standard toolbar











	Resize the selected block to fill the label area
	Cut the selected block
	Delete the selected block
	Copy the selected block
	Paste data from the clipboard
	Undo the last action

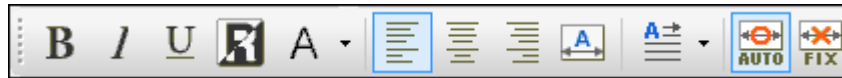
	Redo the last undo action
	Open the properties window for the selected block
	Feed the tape
	Feed and cut the tape

Layout toolbar



	Rotate the selected block 90° counterclockwise
	Rotate the selected block 90° clockwise
	Center the selected block vertically on the label
	Center the selected block horizontally on the label
	Evenly distribute multiple blocks horizontally
	Evenly distribute multiple blocks vertically
	Align the selected block at the beginning of the label
	Align the selected block at the end of the label

Text toolbar



	Make the selected text bold
	Make the selected text italic
	Underline the selected text
	Reverse the selected text and background (change black text on white background to white on black)
	Change the text style Click the arrow next to the icon to select outlining and other special effects
	Align the text with the left side of the block
	Align the text in the center of the block
	Align the text with the right side of the block
	Justify the text so it is spaced evenly in the block
	Change the text direction from horizontal to vertical by clicking the arrow next to the icon
	Resize the text box to fit the contents
	Resize the text to fill the text box

Parent topic: [Getting Started With Label Editor](#)

Designing Labels With Label Editor

Follow the instructions in these sections to design a variety of labels and ribbons.

[Creating a Basic Label in Label Editor](#)

Setting Default Preferences in Label Editor
Working With Blocks in Label Editor
Adding Borders in Label Editor
Inserting Images in Label Editor
Inserting Symbols in Label Editor
Inserting Barcodes in Label Editor
Inserting QR Codes in Label Editor
Inserting Tables in Label Editor
Inserting the Date and Time in Label Editor
Inserting a Background Pattern in Label Editor
Inserting Lines and Shapes in Label Editor
Inserting Text Art in Label Editor
Editing Layout in Label Editor
Editing Text Design in Label Editor

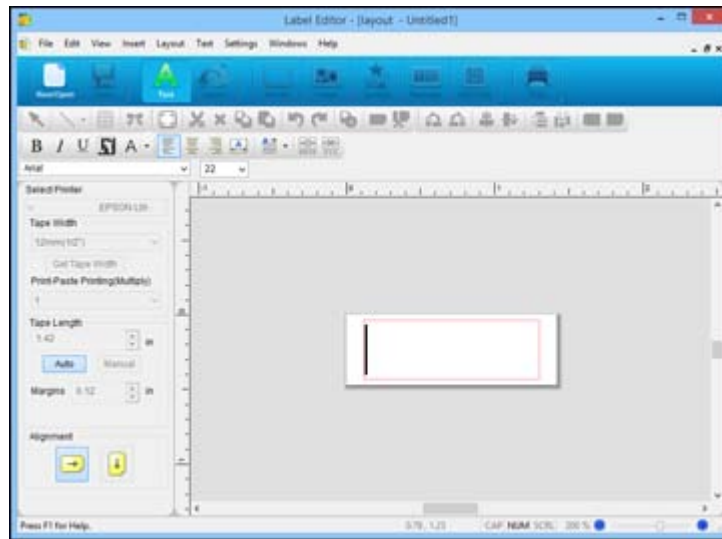
Parent topic: [Using Label Editor for Windows](#)

Creating a Basic Label in Label Editor

You can easily create a label with text and graphics and print it on your label printer.

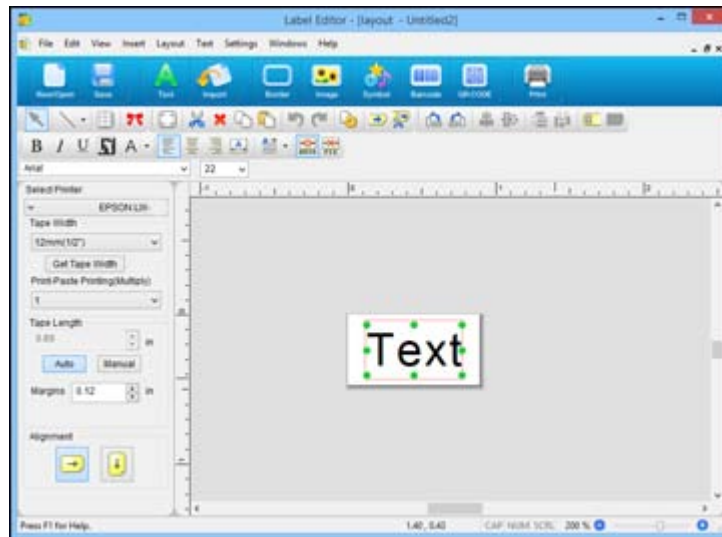
1. Start Label Editor, select **Horizontal Text**, and click **OK**.

You see a blank label on the main Label Editor screen:



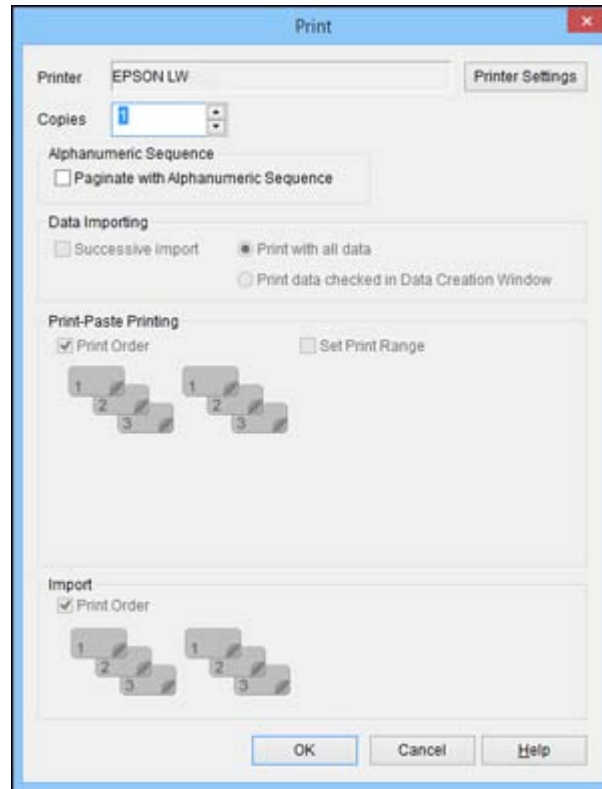
2. Enter text in the label, then click outside the label.

You see your text on the label surrounded by a red line with green handles like this:



3. To change the font and size, select the text box and select the font name and font size from the selection boxes. (You can use any font installed on your computer.)
4. To save your label, click the **Save** icon, enter a file name, and click **Save**.
5. When you are ready to print, click the **Print** icon.

You see a window like this:



6. Select the number of labels you want in the **Copies** box.
7. Click **OK** to print.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Editing Text Design in Label Editor](#)

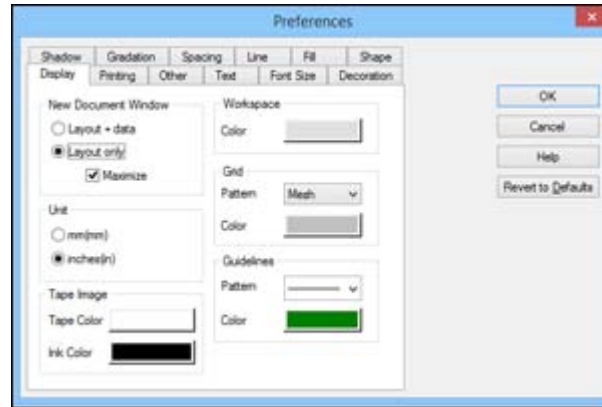
Editing Layout in Label Editor

Setting Default Preferences in Label Editor

You can define default settings for the Label Editor screen, text formatting and printing options, and other features.

1. Open the **Settings** menu and select **Preferences**.

You see a window like this:



2. Select any of the tabs to display the available options.
3. Select the options you want to use as default settings.
4. To select colors, click the **Color** bar and select from the color chart that appears.
5. When you finish selecting default preferences, click **OK**.

Note: Some settings take effect immediately, some are applied to the next object you create, and others are applied the next time you start Label Editor.

Parent topic: [Designing Labels With Label Editor](#)

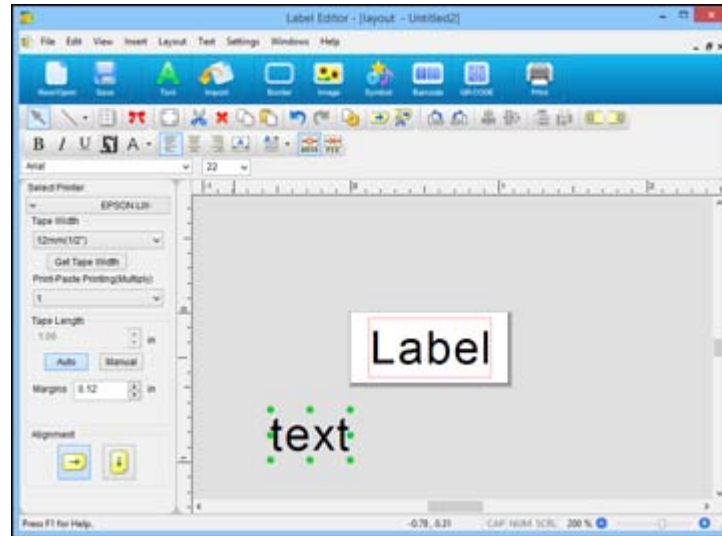
Working With Blocks in Label Editor


Every element that you can add to a label is a block. You can format individual blocks of text or other elements such as graphic symbols, dates, and tables.

1. To add a text block to a label, click the **Text** icon.
2. Begin typing anywhere on the workspace.

Your text appears as you type it in.

3. To select the text block you have typed, click outside the text.
Green handles appear around the text block:



4. Do any of the following:
 - To move the block, simply click and drag it as desired. You can add multiple blocks to a label by dragging them to the right of an existing block on the label area. The label automatically expands to accommodate the new block.
 - To add text to an existing text block, click the **Text** icon, click within the block, and type in the text.
 - To format the text block, click the block to select it and use any of the tools on the text toolbar or the font selection boxes. You can also click the  Properties icon to open a window with formatting options.
 - To resize the text block, click the block to display the green handles. Click and drag one of the handles on the left or right side to the size you want.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

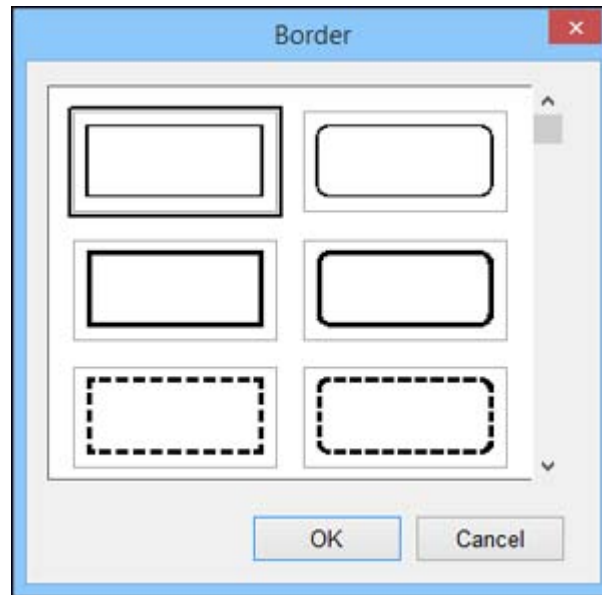
[Editing Layout in Label Editor](#)

Adding Borders in Label Editor

You can select from a variety of borders for your labels and ribbons.

1. Enter the text for your label.
2. Click the **Border** icon.

You see this window:



3. Select the border you want and click **OK**.
The border appears on your label.
4. Do the following to adjust the size of the border and position of the text, if necessary:
 - To make the border wider, click and drag on the right side of the border. The white label area expands as you drag the border.
 - To adjust the position of the text, click and drag the text block.
5. When you are finished, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

Inserting Images in Label Editor

You can add your own logos, photos, or graphics to your labels and ribbons.

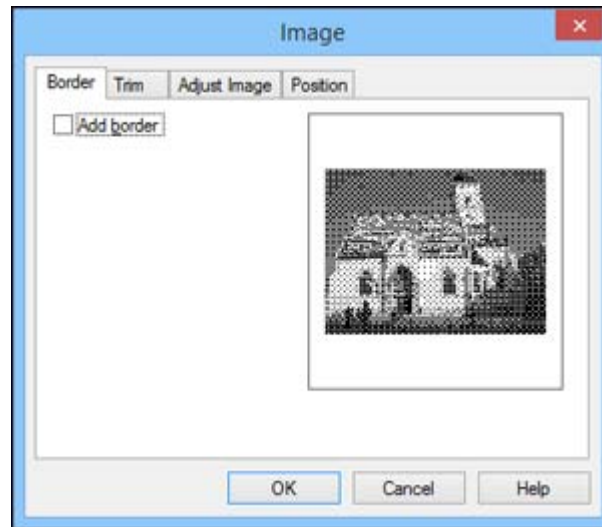
1. Click the **Image** icon.
2. Locate and select the file you want to use on your computer and click **Open**.

You see an outline of your image block.

Note: Color photos or other images appear in black and white only.

3. Drag the block where you want the image to appear, and click the block to display it on your label.
4. Adjust the size and position of the image and text.
5. To adjust the image format if necessary, double-click the image.

You see a window like this:



6. Select any of the tabs to display the available options.
7. Select the options you want.

8. When you are finished, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

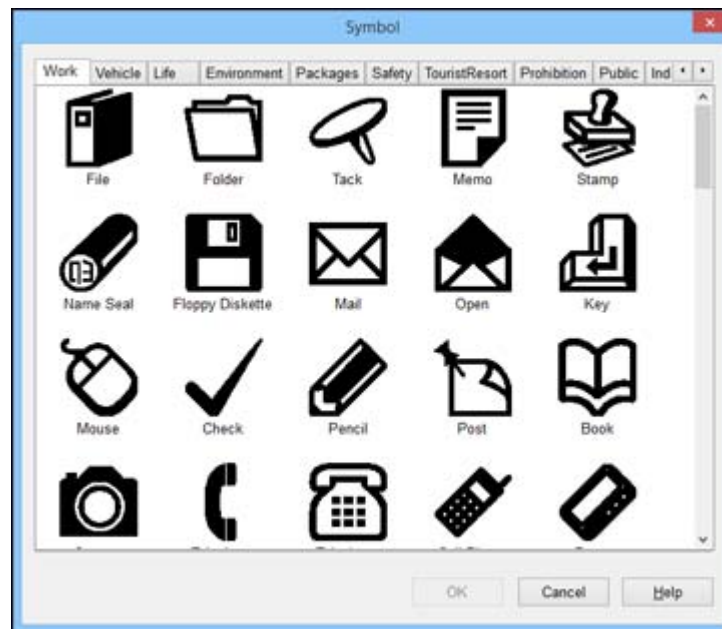
[Working With Blocks in Label Editor](#)

Inserting Symbols in Label Editor

You can select from a variety of ready-made graphic symbols to use in your labels and ribbons.

1. Click the **Symbol** icon.

You see this window:



2. Use the arrows at the top of the window to scroll through the available categories. Use the scroll bar on the right to scroll through the available symbols in each category.

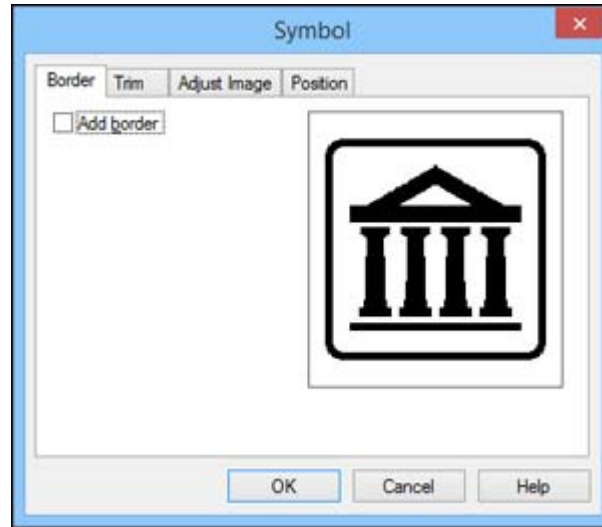
3. Select the symbol you want and click **OK**.

You see the outline of the symbol block on the screen.

4. Drag the block where you want it to appear on your label, and click the block to display the symbol.

5. Adjust the size and position of the symbol and text.
6. To adjust the symbol format, if necessary, double-click the symbol.

You see this window:



7. Select any of the tabs to display the available options.
8. Select the options you want.
9. When you are finished, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

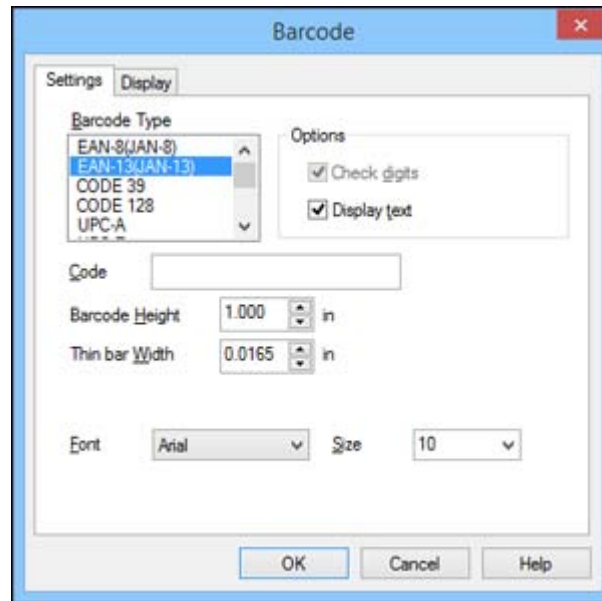
Inserting Barcodes in Label Editor

You can create labels with a variety of barcode types for inventory management and asset tagging, such as this one:



1. Click the **Barcode** icon.

You see this window:



2. Select the type of barcode you want to create.
3. To include the code number beneath the barcode, select the **Display text** checkbox.
4. Enter the code number for your barcode in the **Code** box.
5. Enter the barcode size, positioning, and font information as necessary, and click **OK**.

You see a message about adding margins on the sides of your barcode.

Note: If you do not want to see this message, select the **Display** tab on the Barcode window and uncheck **Message On**.

6. Click **OK**.
You see the outline of your barcode block.
7. Drag the block where you want your barcode to appear, then click the block to display it on your label.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

Inserting QR Codes in Label Editor

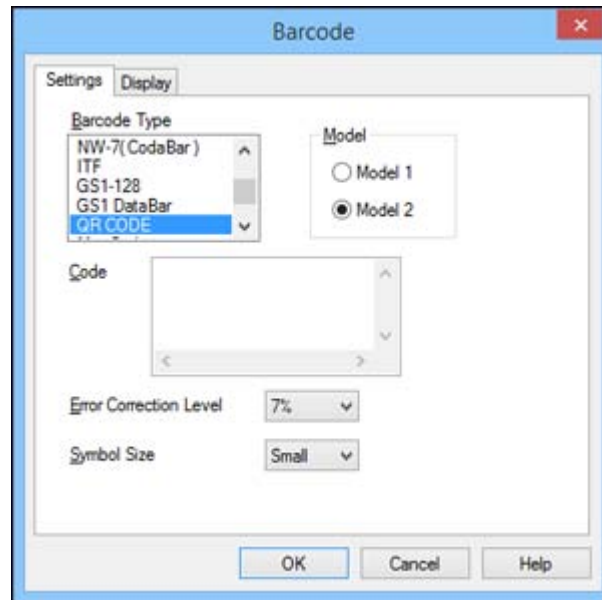
You can create labels with a QR code for many purposes, such as linking to URLs, file storage services, or social media applications. One-inch (24 mm) wide black-on-white tape is recommended for the fastest QR code recognition.



Note: When embedding content from social media applications, consider your privacy settings. When embedding content from file storage services, check the sharing settings to ensure that other people can view the content.

1. Click the **QR Code** icon.

You see this window:



2. Select the type of QR code you want to create.
3. Enter the URL or other text in the Code box.
4. Select the **Error Correction Level** and **Symbol Size** options as necessary, and click **OK**.

Note: **Small** or **Medium** Symbol Size settings are recommended.

You see a message about adding margins around the QR code.

Note: If you do not want to see this message, select the **Display** tab on the Barcode window and deselect the **Message On** checkbox.

5. Click **OK**.
You see the outline of your QR code block.
6. Drag the block where you want your QR code to appear, then click the block to display it on your label.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

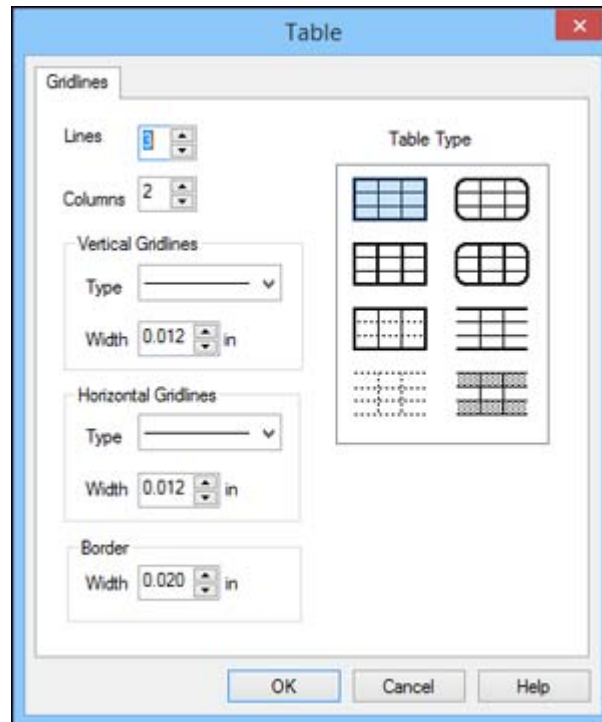
[Working With Blocks in Label Editor](#)


Inserting Tables in Label Editor

You can add customized tables to your labels.

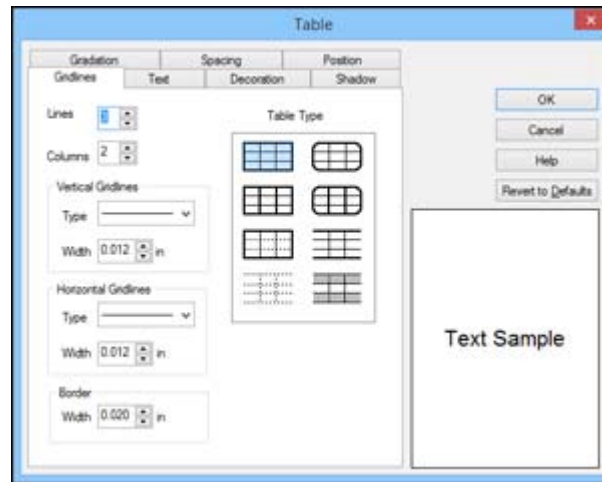
1. Click the  Table icon.

You see this window:



2. Select the table settings you want to use and click **OK**.
The table appears on your label.
3. To resize the table, click and drag one of the green dots to the size you want.
4. To format the table, select it and click the  Properties icon.

You see a window like this:



5. Select any of the tabs to display the available options.
6. Select the options you want.
7. When you are finished, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

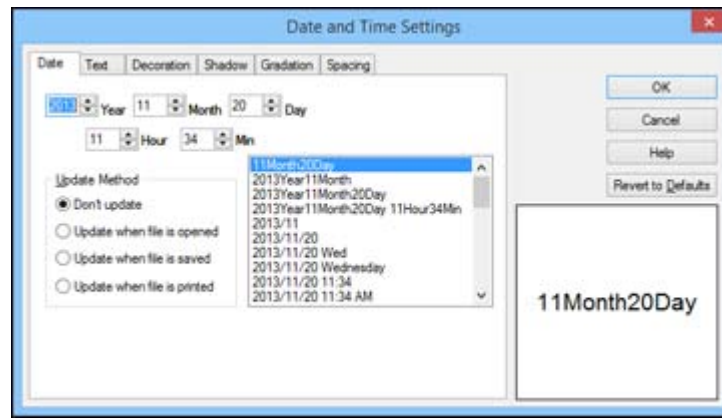
[Working With Blocks in Label Editor](#)

Inserting the Date and Time in Label Editor

You can add the date and/or time to your labels and have it automatically updated.

1. Open the **Insert** menu and select **Date and Time**.

You see this window:



2. Select the date, update method, and display format options you want to use.
3. Select any of the tabs to display additional text formatting options.
4. Select the options you want.
5. Click **OK**.
You see the outline of your date block.
6. Drag the block where you want the date and/or time to appear, then click the block to display it on your label.
7. If you need to adjust the size, click and drag one of the green handles.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

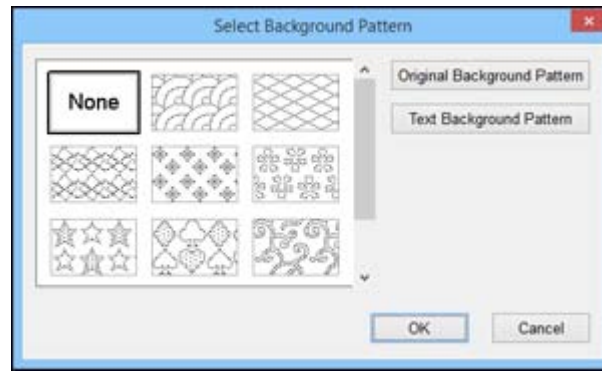
[Editing Text Design in Label Editor](#)

Inserting a Background Pattern in Label Editor

You can select from several background patterns for your labels and ribbons, or create your own graphic or text background.

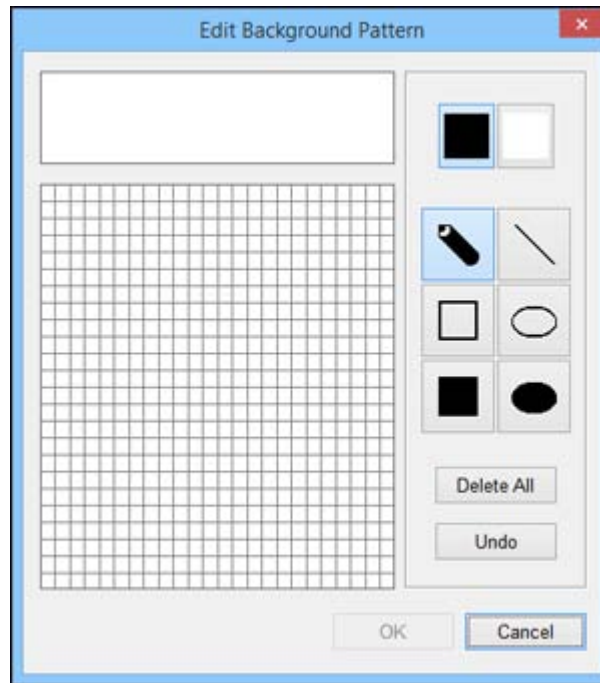
Note: All background elements print in light gray.

1. Open the **Insert** menu and select **Background Pattern**.
You see this window:



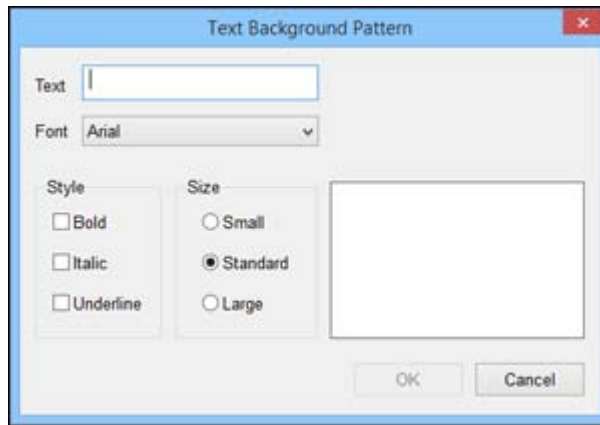
2. Do one of the following:
 - Select one of the available background patterns.

- To create your own pattern, click **Original Background Pattern**, and click **New**. You see this window:



Use the tools to design your pattern and click **OK**. Once you have designed a pattern, Label Editor saves it with the ready-made background patterns so you can use it again.

- To create a text background pattern, click **Text Background Pattern**. You see this window:



Enter the text for your background, then select the Font, Style, and Size options you want to use.


3. Click **OK**.

You see your background pattern on the Label Editor main screen.

Parent topic: [Designing Labels With Label Editor](#)

Inserting Lines and Shapes in Label Editor

You can add graphics to your labels and ribbons using a variety of lines and shapes.

1. Click the arrow next to the  Straight Line icon.

You see this window:



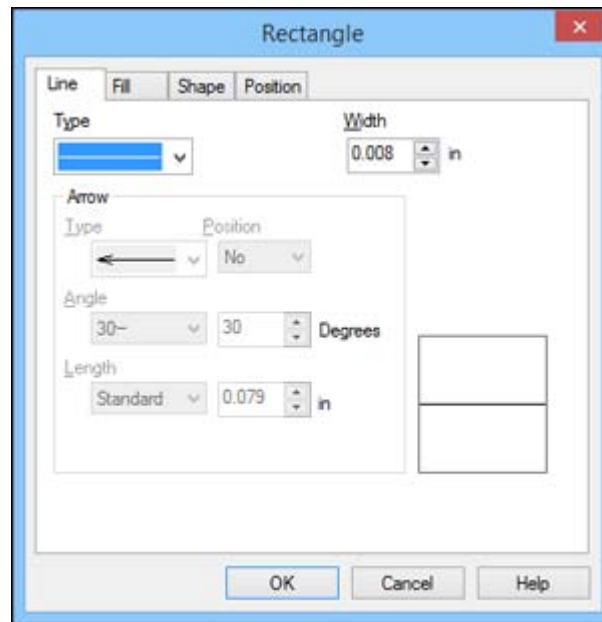
2. Click the line or shape you want to draw.

Note: If you select the regular polygon shape, you can choose a polygon (and set the number of sides) or a star (and set the number and ratio of points).

3. Click on your label on the screen.
Your cursor turns into a pencil.
4. Drag the pencil to draw your line or shape.

Note: For some lines, you need to click to anchor the line segment, then double-click to finish the line.

5. To format the line or shape, double-click it.
You see a window like this:



Note: The available options vary depending on the line or shape you select.

6. Select any of the tabs to display the available options.
7. Select the options you want.
8. When you are finished, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

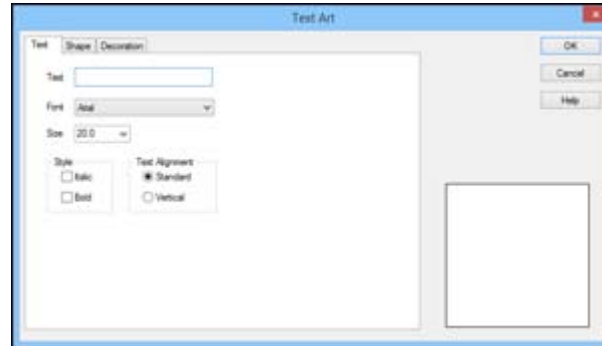
[Working With Blocks in Label Editor](#)

Inserting Text Art in Label Editor

You can add curves or other special effects to text on your labels and ribbons.

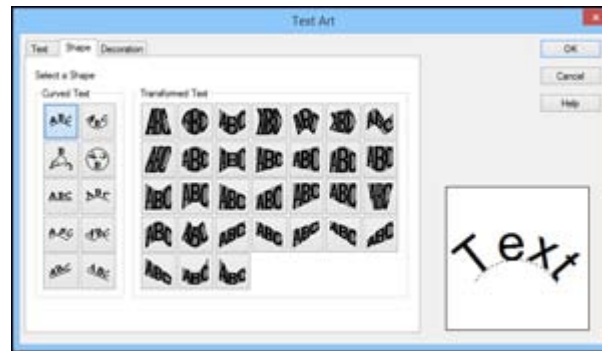
1. Open the **Insert** menu and select **Text Art**.

You see this window:



2. Enter the text for the art, then select the Font, Size, Style, and Text Alignment options you want to use.
3. Click the **Shape** tab.

You see this window:



4. Select the curve and transformation options you want to use.
You see a preview of your text art in the window.
5. Click the **Decoration** tab.
6. Select any Fill, Border, and Reverse settings you want to use.
7. Click **OK**.
You see the outline of your text art block.
8. Drag the block where you want the text art to appear, then click the block to display it on your label.


Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

Editing Layout in Label Editor

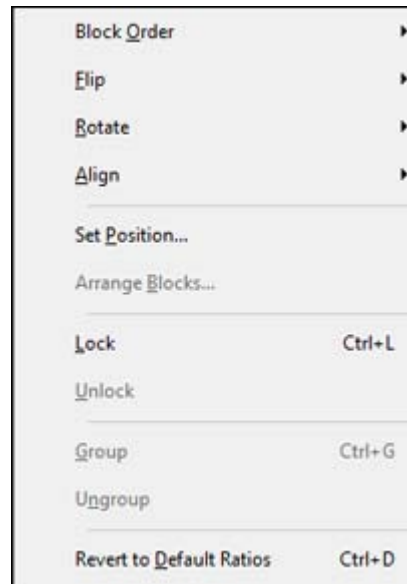
You can rearrange and adjust the layout of the blocks of text and other elements on your labels.

1. To edit the layout of a block, click the  Edit block icon, and click the block on the Label Editor main screen.

Note: To select more than one block, press and hold the **Shift** key on your computer keyboard while you click the blocks (or choose **Select All** from the Edit menu).

You see green handles around the selected block.

2. Open the **Layout** menu.



3. Do any of the following.

- To reposition overlapping blocks, click **Block Order** and select any of the available options.
- To flip a block horizontally or vertically, click **Flip** and select one of the options.
- To rotate a block, click **Rotate** and select one of the options.
- To align one or more blocks, click **Align** and select one of the options.
- To reposition a block interactively, click **Set Position**, select one of the options, click **OK**, and click on the label where you want to position the block.
- To reposition multiple blocks interactively, click **Arrange Blocks**, select one of the options, click **OK**, and click one of the blocks.
- To restore the original aspect ratio of an image, click **Revert to Default Ratios**.

Note: You can also use the icons on the Layout toolbar to perform many of the same functions.

Parent topic: [Designing Labels With Label Editor](#)

Related tasks

[Working With Blocks in Label Editor](#)

Editing Text Design in Label Editor

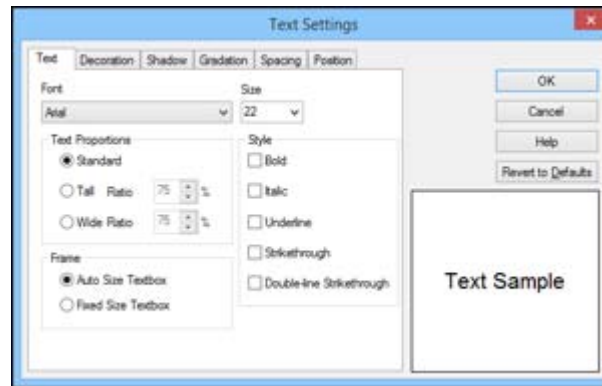
You can use the Text Settings window to apply more text formatting options to your label than those available in the Text toolbar or Text menu.

1. Click a text block on the Label Editor main screen to select it.

You see green handles around the selected block.

2. Click the  Properties icon.

You see this window:



3. Select any of the tabs to display the available options.

4. Select the options you want.

You see a preview of the text in the window.

5. When you finish selecting text settings, click **OK**.

Parent topic: [Designing Labels With Label Editor](#)

Creating Special Format Labels Using Label Editor

Follow the instructions in these sections to create special format labels using Label Editor.

[Creating Labels from Imported Data in Label Editor](#)

[Creating Ribbons With Repeated Patterns in Label Editor](#)

[Creating Equipment Management Labels in Label Editor](#)
[Using the Label Editor Catalog](#)
[Creating Numbered Label Sequences in Label Editor](#)

Parent topic: [Using Label Editor for Windows](#)

Creating Labels from Imported Data in Label Editor

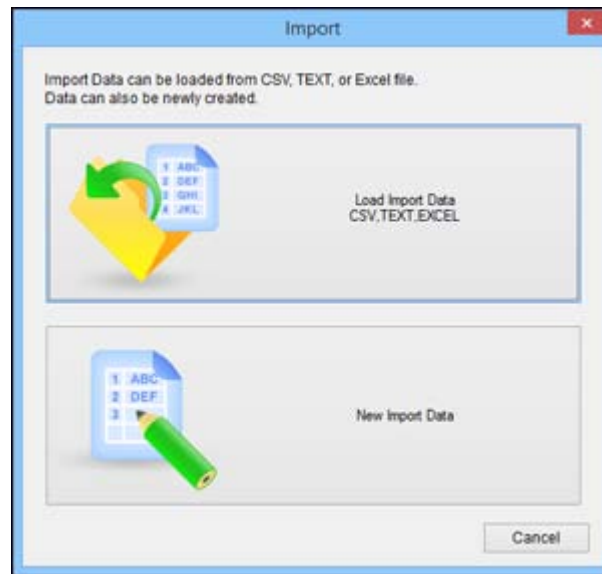
You can create a series of labels using the data from one or more spreadsheet columns. This lets you quickly create address labels from your entire address book, for example.

The following file formats are supported: .csv, .txt, .xls, .xlsx, and .xlsm.

Note: To use .xls, .xlsx, or .xlsm file formats, you must have Microsoft Excel installed on your computer.

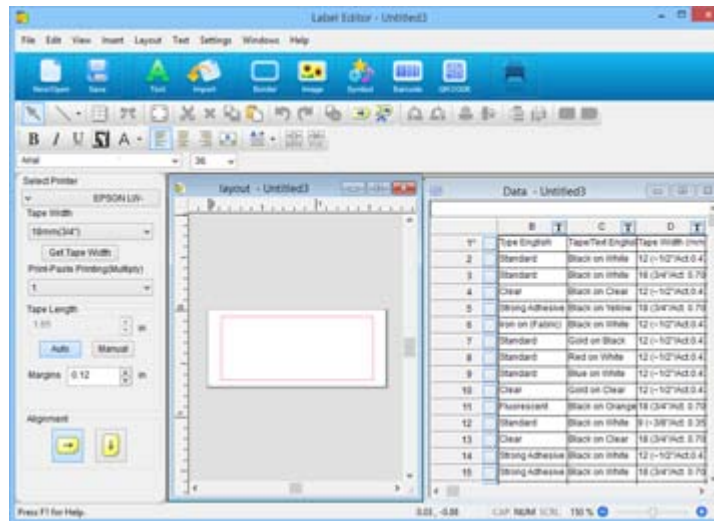
1. On the New/Open screen, select **Import(Horizontal text)** and click **OK**.

You see this window:



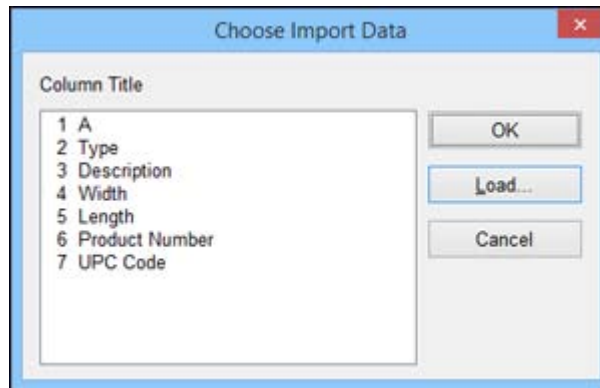
2. Click **Load Import Data**, select the file you want to import, and click **Open**.
3. Select **Overwrite Current Data** and choose a data sheet, if necessary.

You see a Layout window and a Data window side by side:



4. Click the **Import** icon.

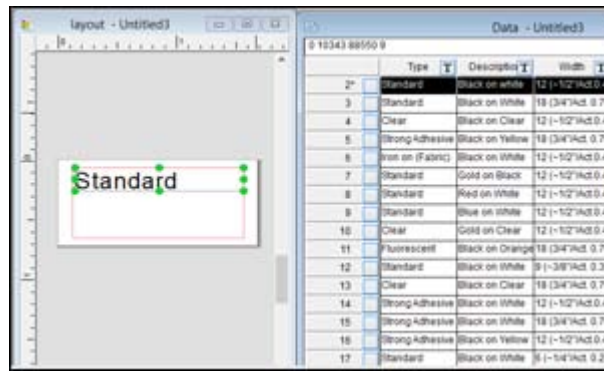
You see a window like this:



5. Select one of the columns that you want to import and click **OK**.

You see the outline of an import frame.

6. Drag the frame where you want the data to appear on your label.
You see the data from the current row on the label layout:

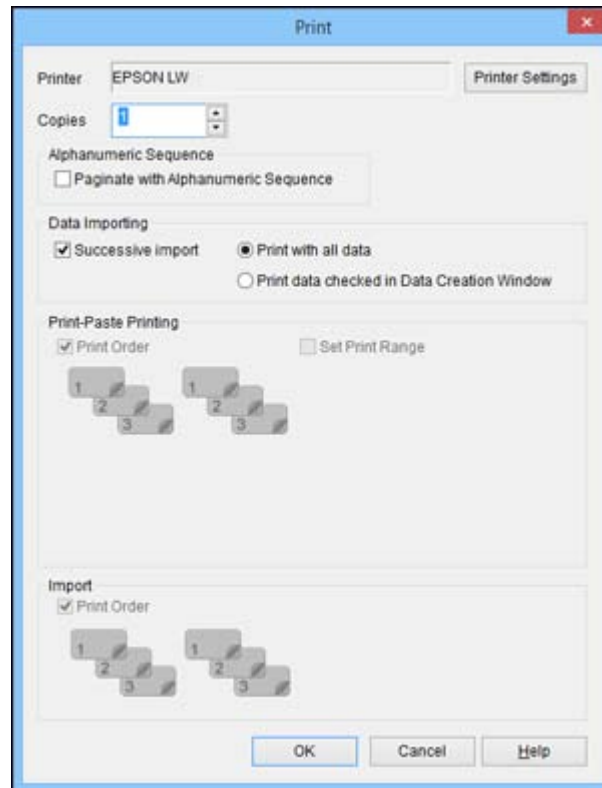


7. Repeat steps 5 and 6 until all the data you want to import appears on the label.
8. Adjust the size and position of the import frames as necessary.
9. To save your label project, click the **Save** icon, enter a file name, and click **Save**.
10. To select specific rows to print, click the checkbox to the right of the row number in the Data window.
A green check mark appears next to the row number.

Note: You can select a row in the Data window and see a preview of your label in the Layout window.

11. Click the **Print** icon.

You see a window like this:




12. Select the number of labels you want in the **Copies** box.
13. Select the options you want in the **Data Importing** section.
14. Click **OK** to print your labels.

Parent topic: [Creating Special Format Labels Using Label Editor](#)

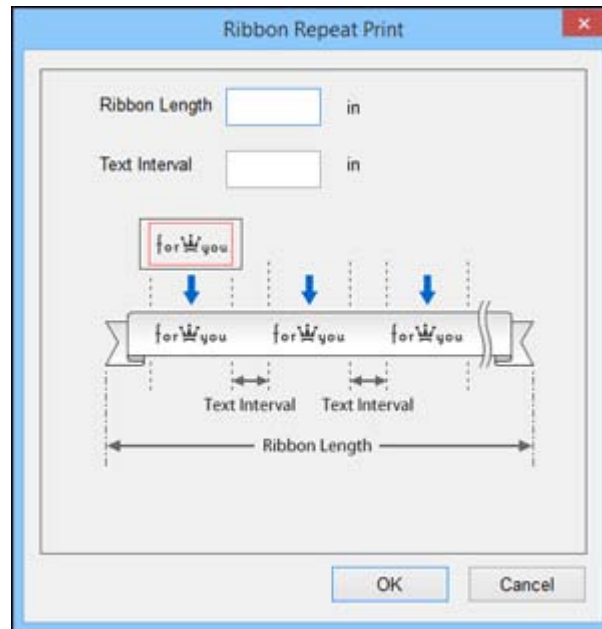
Creating Ribbons With Repeated Patterns in Label Editor

You can easily create ribbons with repeated patterns of text and graphics. Load ribbon tape in your label printer before you print.

Note: For best results, turn off the auto cutter and use scissors to cut the ribbon.

1. Enter the text for your label. You can use normal text or text art for curved or transformed text.
2. Select the font and size for the text.
3. Add symbols, images, or a border, if desired.
4. Click the  Ribbon icon.

You see this window:



5. Enter the length of the ribbon and interval between each repeated block.
6. Click **OK**.

You see a preview of your ribbon design.

Parent topic: [Creating Special Format Labels Using Label Editor](#)

Related tasks

[Inserting Images in Label Editor](#)

[Inserting Symbols in Label Editor](#)

[Adding Borders in Label Editor](#)

Printing Labels in Label Editor

Creating Equipment Management Labels in Label Editor

You can select from several templates for equipment management labels and modify the templates as necessary. You can create a series of equipment management labels by entering the text manually or by importing it from a file.

1. On the New/Open screen, select **Equipment Management** and click **OK**.

You see this window:



The screenshot shows a dialog box titled "Equipment Management" with a scrollable list of label templates. The first template is selected and shows the following data:

Asset class	Fixed asset
Equipment name	Laptop
Admin no.	ABC0123
Date	04/01/20XX
Section	Information System Department

The second template shows:

Asset name	Laptop
Admin no.	ABC0123
Date	04/01/20XX

The third template shows:

Asset number	ABC0123
Asset name	Laptop
Date	04/01/20XX
XX Co., Ltd.	

At the bottom of the dialog box are "OK" and "Cancel" buttons.

2. Scroll down to view the available templates, select the one you want to use, and click **OK**.

You see a window like this:

The screenshot shows a dialog box titled "Equipment Management" with a "Data Entry" tab selected. On the left, there is a preview of a label with a QR code. The main area contains six input fields:

1. Company name
2. Asset name
3. Admin no.
4. Date
5. Section
6. QR CODE

At the bottom, there is a "Recommended Tape Width" dropdown menu set to "24mm(*)" and a radio button for "Data Importing (for Multiple Labels)". A "Reference" button is next to a file selection field. "OK" and "Cancel" buttons are at the bottom right.

3. Do one of the following:

- Select **Data Entry**, enter the text for each field, and click **OK**.
- Select **Data Importing (for Multiple Labels)**, click **Reference**, and select the data file you want to use. Follow the instructions for importing data.

You see a screen like this:

The screenshot shows two windows. The left window, titled "layout - Untitled5", displays a label preview with the following data:

Epson	
Asset name	PC
Admin no.	34237
Date	17/07/14
Section	Information

The right window, titled "Data - Untitled5", shows a data table with the following content:

	Company na	Asset nam	Ad
1*	Epson	PC	34237
2			

4. Do any of the following:
 - To edit the default field labels, double-click each text block and enter the text you want.
 - To format the text you entered, double-click it on the layout window.
 - To create additional labels using the same template, enter the text in the Data window. After you complete each row, a blank row appears below it.
5. To save your label project, click the **Save** icon, enter a file name, and click **Save**.
6. Click the **Print** icon.
7. Select the number of copies and any other settings you want.
8. Click **OK** to print your labels.

Parent topic: [Creating Special Format Labels Using Label Editor](#)

Related tasks

[Creating Labels from Imported Data in Label Editor](#)

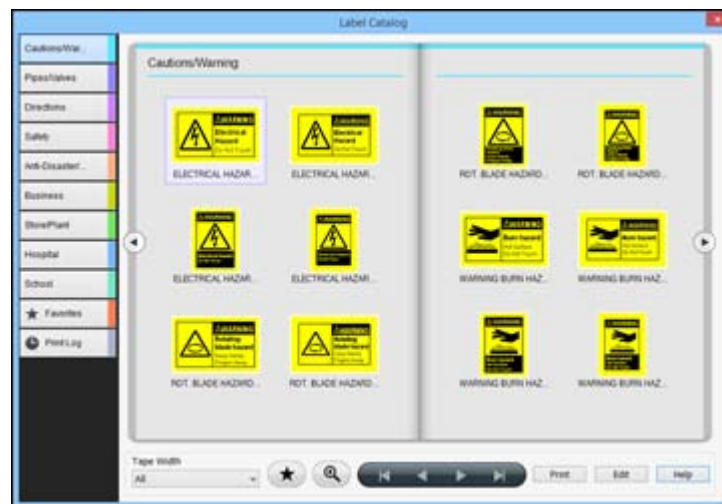
[Printing Labels in Label Editor](#)

Using the Label Editor Catalog

Label Editor includes a catalog containing a variety of ready-made labels. You can print the existing labels or customize them as necessary.

1. From the New/Open screen, select **Label Catalog**, and click **OK**.

You see this window:



2. Select a category on the left, then scroll through the label images to select the one you want.

Note: To limit your selection to the tape width you are using, click the arrow under **Tape Width** and select the width.

3. To edit a selected label, click **Edit**.

You see the label on the Label Editor screen. You can use any of the available editing tools to edit the label blocks.

4. To print a selected label, click **Print**.
5. Select the number of copies and any other settings you want.
6. Click **OK** to print.

Parent topic: [Creating Special Format Labels Using Label Editor](#)

Related tasks

[Editing Text Design in Label Editor](#)

[Editing Layout in Label Editor](#)

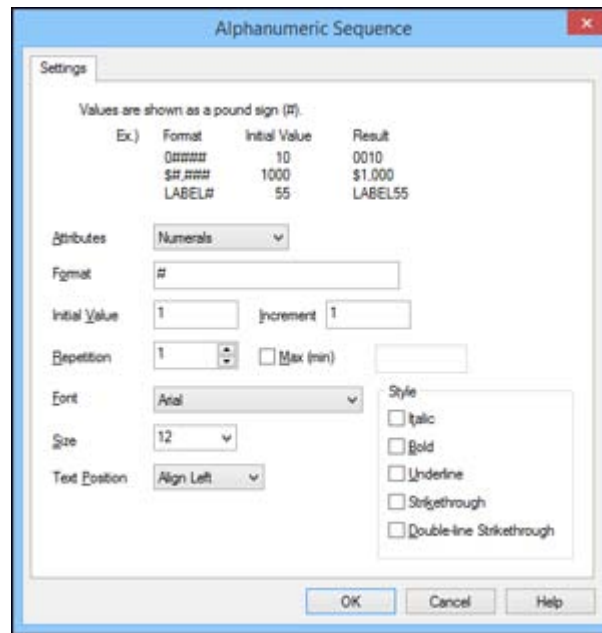
[Printing Labels in Label Editor](#)

Creating Numbered Label Sequences in Label Editor

You can create copies of a label that are automatically numbered in sequence using numerals or letters of the alphabet.

1. Create the text for your label.
2. Open the **Insert** menu and select **Alphanumeric Sequence**.

You see this window:



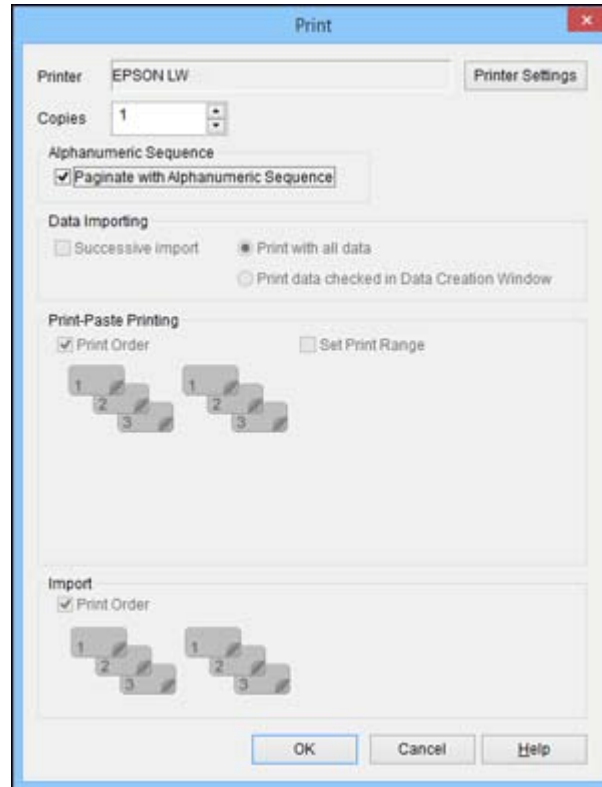
3. Select **Numerals** or **Alphabetic Value** as the Attributes option.
4. Enter one or more # symbols as the Format option to represent the number of digits you want in your sequence.
5. For **Initial Value**, enter the starting number or letter for your sequence.
6. For **Increment**, enter the value to add for each subsequent label. To create a decreasing sequence, enter a minus number.
7. For **Repetition**, enter the number of times to repeat an item in the sequence. To specify a maximum or minimum value for your sequence, select the **Max (min)** checkbox and enter the value.
8. Select the Font, Size, Text Position, and Style options as necessary for the sequence.
9. Click **OK**.

You see the outline of your sequence number block on the Label Editor main screen.

10. Drag the sequence block where you want the number to appear, then click to display it on your label.
11. If you need to adjust the size, click and drag one of the green handles.

12. To save your label project, click the **Save** icon, enter a file name, and click **Save**.
13. Click the **Print** icon.

You see a window like this:



14. Select the number of copies of each label you want to print.
15. Select the **Paginate with Alphanumeric Sequence** checkbox.
16. Click **OK** to print.

Parent topic: [Creating Special Format Labels Using Label Editor](#)

Printing Labels With Label Editor

Follow the instructions in these sections to print using Label Editor.

[Printing Labels in Label Editor](#)
[Label Editor Printer Settings](#)
[Print-Paste Printing in Label Editor](#)

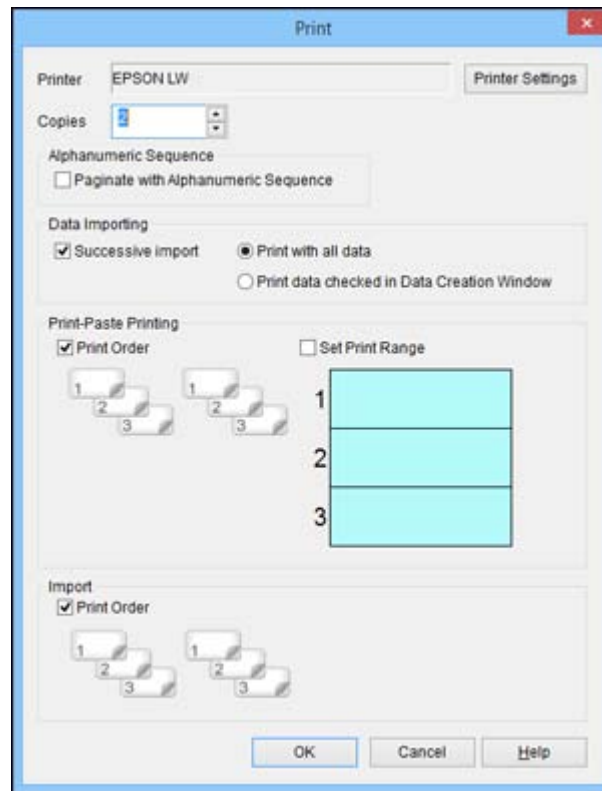
Parent topic: [Using Label Editor for Windows](#)

Printing Labels in Label Editor

When you have finished designing a label, you are ready to print.

1. Click the **Print** icon.

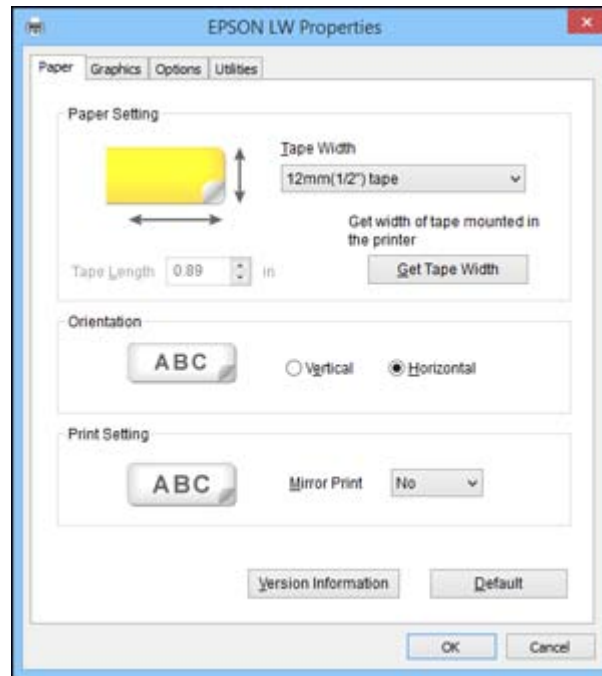
You see a window like this:



2. Select the number of copies.

3. If you are printing a numbered sequence of labels, select the **Paginate with Alphanumeric Sequence** checkbox.
4. If you are printing a series of labels with imported data, select the options you want in the Data Importing section.
5. To turn off collation when printing multiple copies of labels with imported data, select the **Print Order** checkbox in the Import section.
6. If you are using Print-Paste Printing, select the **Set Print Range** checkbox, then select the sections you want to print.
7. To turn off collation when printing multiple copies with Print-Paste Printing, select the **Print Order** checkbox in the Print-Paste Printing section.
8. To select additional printing options, click **Printer Settings**.

You see this window:



9. Select any of the tabs to display the available options.

10. Select the options you want.
11. Click **OK** to close the window.
12. Click **OK** to print.

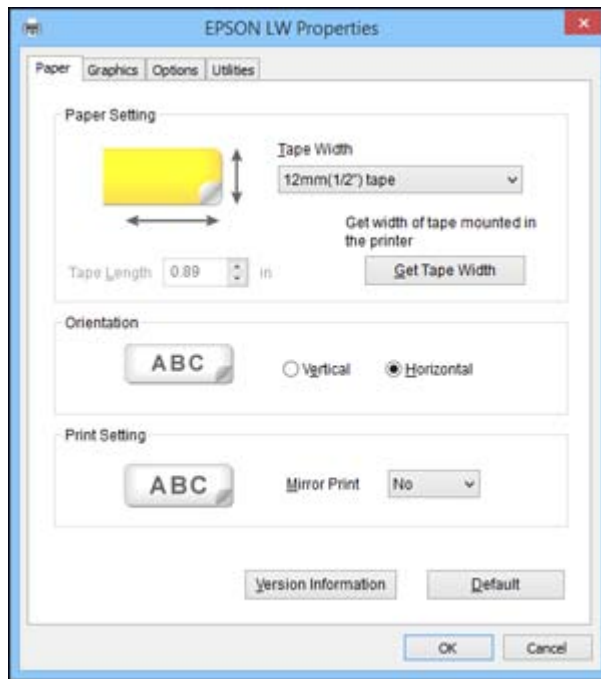
Parent topic: [Printing Labels With Label Editor](#)

Related references

[Label Editor Printer Settings](#)

Label Editor Printer Settings

The Printer Settings options let you adjust many label features as you print, including the orientation of text and mirror printing.



Setting	Options	Description
Paper tab		

Setting	Options	Description
Tape Width	Various widths available	Sets the width of the loaded tape Get Tape Width: detects the width of the loaded tape automatically
Orientation	Vertical Horizontal	Sets the orientation of the label text
Print Setting	Mirror Print	Select Yes for mirror-image printing on clear labels for use on transparent surfaces
Graphics tab		
Resolution	180 dpi	Sets the print quality automatically
Dithering	Rough Fine Line Art BW	Sets the method for printing imported images BW: lets you set the threshold for turning grayscale images into black and white
Concentration	-3 to +3	Decreases or increases the print density
Options tab		
Cut Setting	Cut each label Cut after job Don't cut	Sets how the label is cut Cut each label: cuts each label as it is printed Cut after job: prints multiple labels in a print job without cutting Don't cut: prints all labels without cutting, so you can cut them manually

Setting	Options	Description
View Setting	Display tape width confirmation message Print Preview	Displays selected information before printing
Unit	mm(mm) inches(in)	Selects the units of measurement used in Label Editor
Utilities tab		
Feed and Cut	Select to feed, or feed and cut labels, or to restart the printer driver	
Feed		
Printer Drivers Restart		

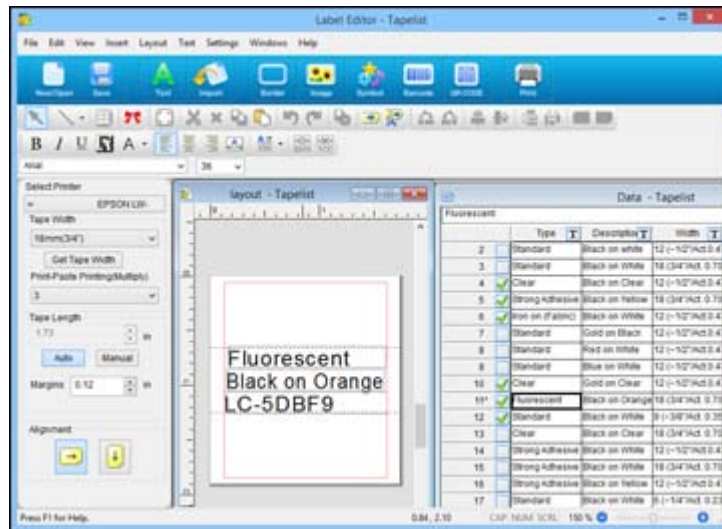
Parent topic: [Printing Labels With Label Editor](#)

Print-Paste Printing in Label Editor

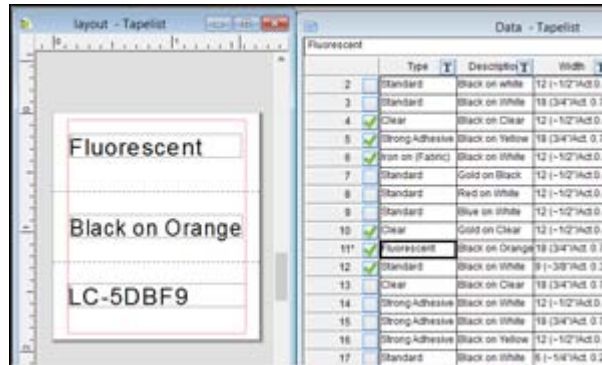
You can create labels from imported data and select individual data fields or columns to print on separate labels. For example, instead of including the item name, code, and price on one label, you can create three separate labels, one for each item. This is called print-paste printing in Label Editor.

1. Create or open a label project with imported data.
You see a label with the layout you have selected.
2. Select the layout window.
3. Click the arrow under **Print-Paste Printing(Multiply)** on the left side of the screen.
4. Select the number of labels you want to create from each existing label.

You see an expanded area on the layout window, like this:

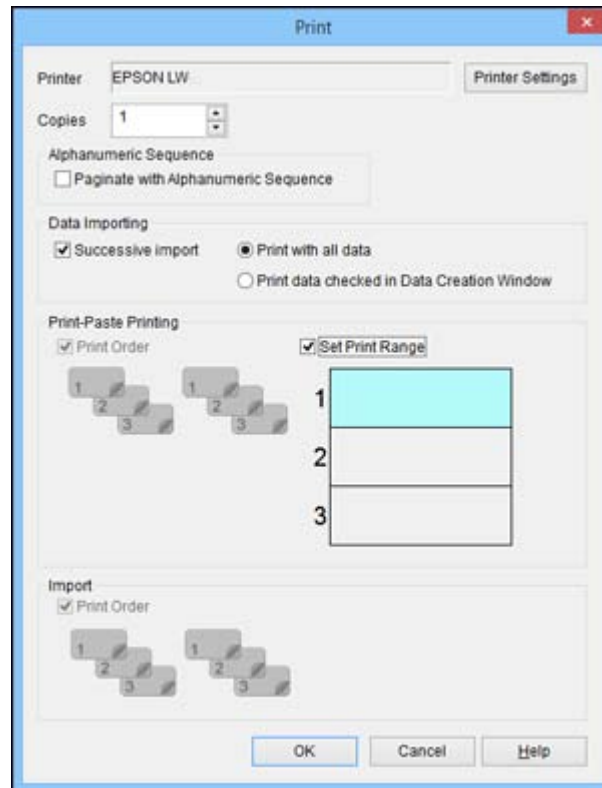


5. Drag the import frames from the original label to the additional labels in the display window.
You see your individual print-paste labels, like this:



6. Click the **Print** icon.

You see a window like this:



7. Select the **Set Print Range** checkbox in the Print-Paste Printing section.
8. Select the individual labels you want to print.
9. To turn off collation when printing multiple copies, select the **Print Order** checkbox in the Print-Paste Printing section.
10. Select additional print options as necessary.
11. Click **OK** to print.

Parent topic: [Printing Labels With Label Editor](#)

Related references

[Label Editor Printer Settings](#)

Using Label Editor Lite for OS X

The Label Editor Lite software makes it easy to create labels using a Mac, as described in these sections.

Note: This software is available in English only.

[Getting Started With Label Editor Lite](#)

[Designing Labels With Label Editor Lite](#)

[Feeding and Cutting the Tape in Label Editor Lite](#)

[Printing Labels With Label Editor Lite](#)

Parent topic: [Using the Printer With Your Computer](#)

Getting Started With Label Editor Lite

Follow the instructions in these sections to get started using Label Editor Lite for OS X.

[Installing Label Editor Lite](#)


[Starting Label Editor Lite](#)

[Label Editor Lite Main Window](#)

Parent topic: [Using Label Editor Lite for OS X](#)

Installing Label Editor Lite

Install the Label Editor Lite software from the App Store. If you can not access the App Store, you can download the software from Epson's support website.

1. Open the App Store.
2. Enter **Epson Label Editor Lite** in the search field and press the  button.
3. Click **Epson Label Editor Lite** in the list of apps.
4. Click **Free**.

The button name changes to **Install App**.

5. Click **Install App**.
6. Download the printer driver from Epson's support website and install it. Visit the driver download site ([U.S. downloads](#) or [Canadian downloads](#)).

Label Editor Lite installs on your Mac.

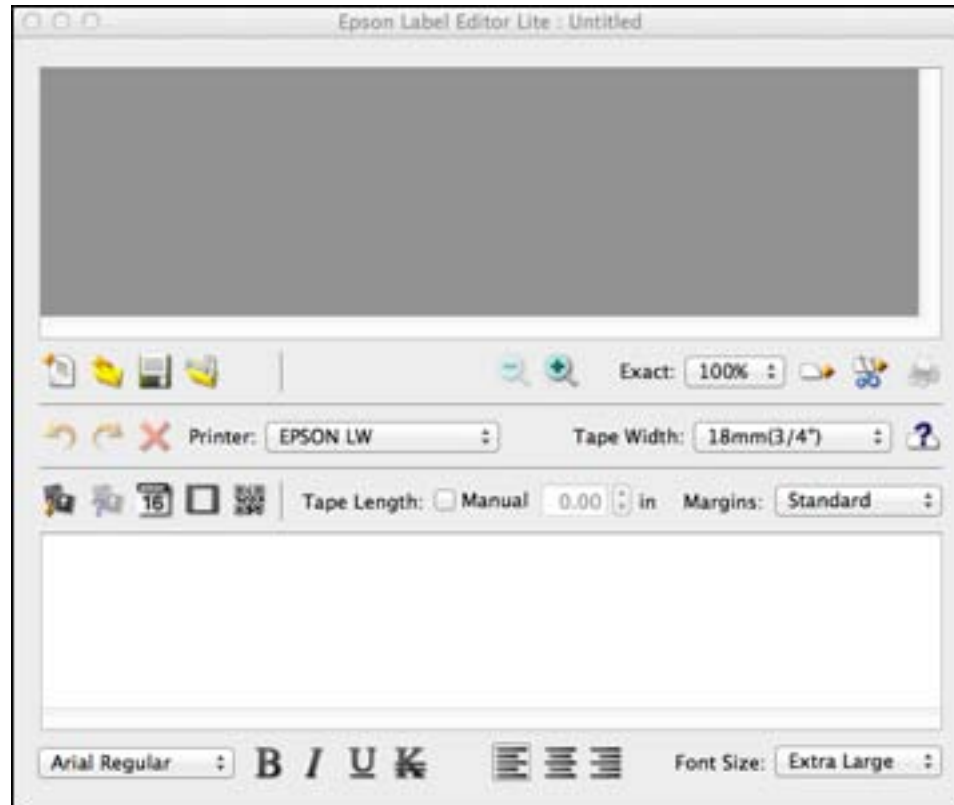
Parent topic: [Getting Started With Label Editor Lite](#)

Starting Label Editor Lite

After you have installed the Label Editor Lite software and connected the printer to your computer, you can start using Label Editor Lite.

1. Choose **Applications > Label Editor Lite**.

You see the main screen:

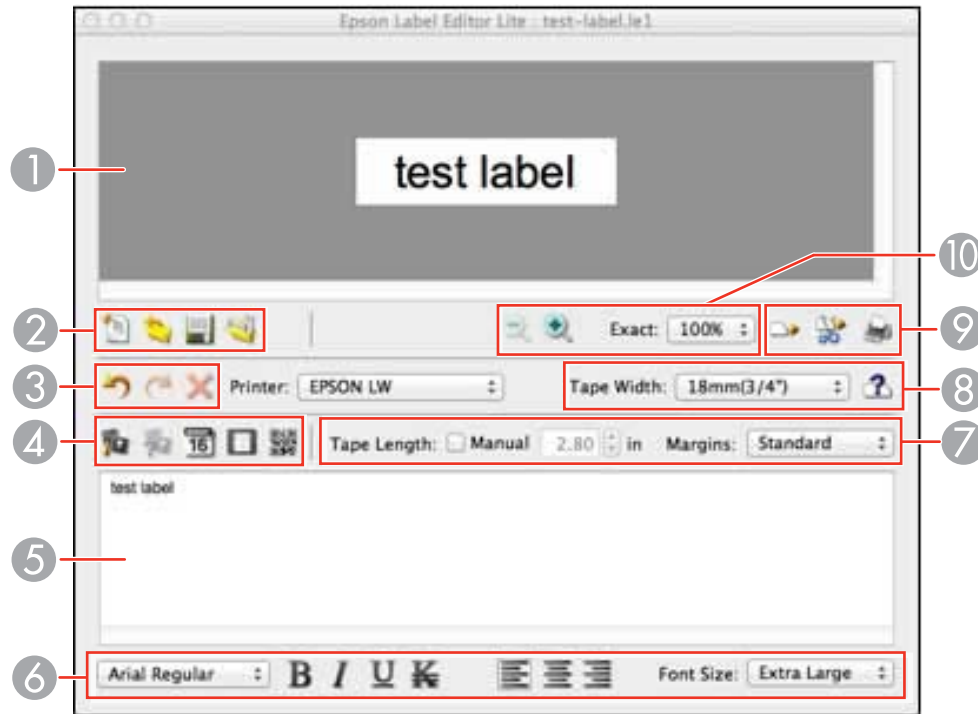


Parent topic: [Getting Started With Label Editor Lite](#)

Related tasks

[Connecting the Printer to Your Computer](#)

Label Editor Lite Main Window



- 1 Label preview area
- 2 File area
- 3 History area
- 4 Insert area
- 5 Text editing area
- 6 Font settings area
- 7 Tape length settings area
- 8 Tape width settings area
- 9 Printing area
- 10 Zoom area

Parent topic: [Getting Started With Label Editor Lite](#)

Designing Labels With Label Editor Lite

Follow the instructions in these sections to design a variety of label and ribbon types.

[Setting Default Preferences in Label Editor Lite](#)

[Creating a Basic Label in Label Editor Lite](#)

[Formatting Text in Label Editor Lite](#)

[Inserting Images in Label Editor Lite](#)

[Inserting the Date and Time in Label Editor Lite](#)

[Adding Borders in Label Editor Lite](#)

[Inserting QR Codes in Label Editor Lite](#)

[Using the Label Editor Lite Wizard](#)

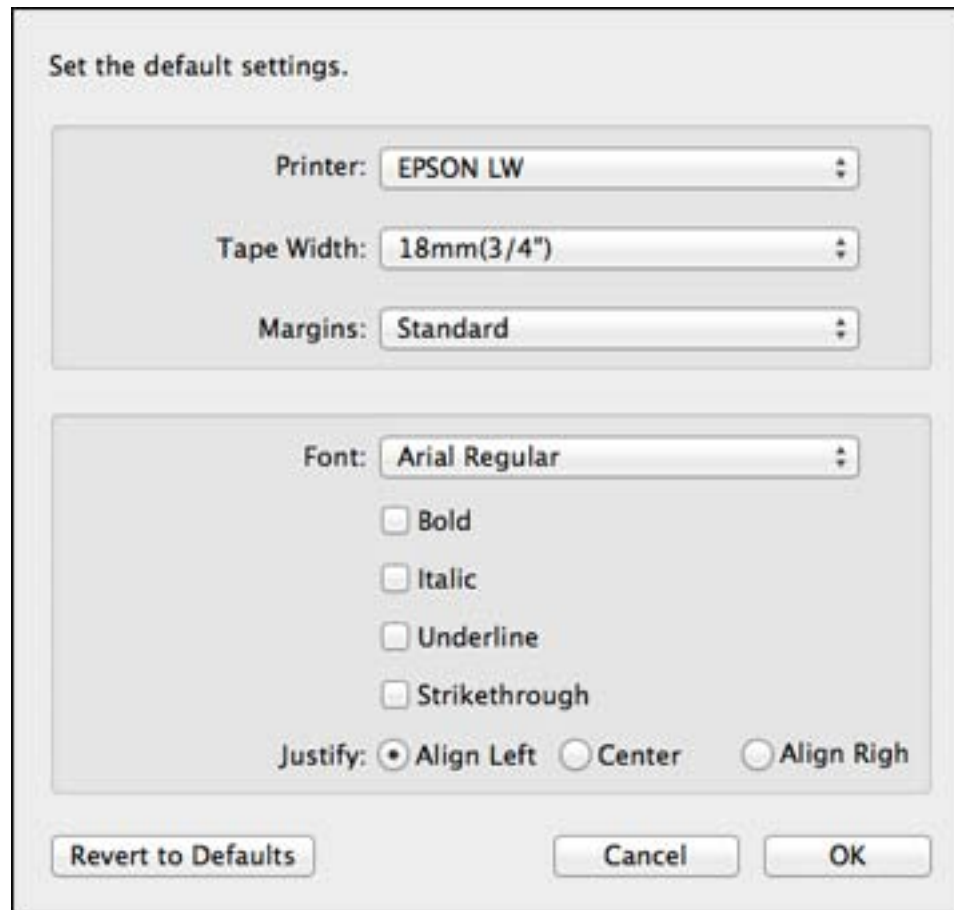
Parent topic: [Using Label Editor Lite for OS X](#)

Setting Default Preferences in Label Editor Lite

You can define default settings for the Label Editor Lite screen, text formatting and printing options, and other features.

1. Open the **Epson Label Editor Lite** menu and select **Preferences**.

You see a window like this:



2. Select the options you want to use as default settings.

Note: The settings are applied to the next object you create.

3. Click **OK**.
4. Click **OK** again.

You return to the main window.

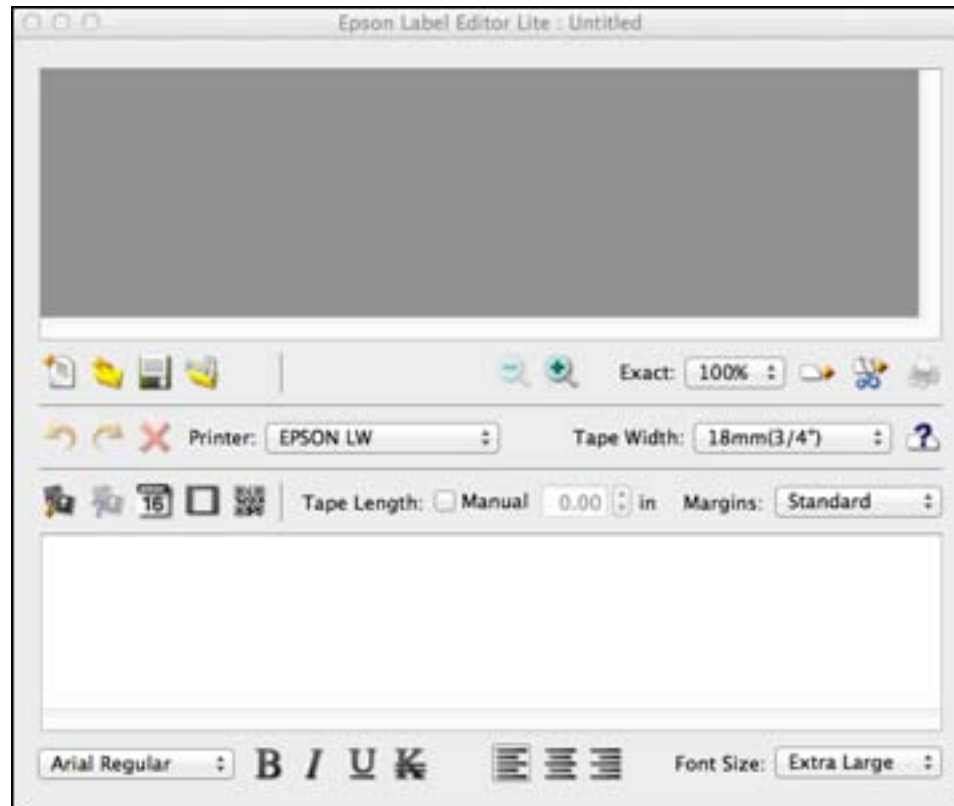
Parent topic: [Designing Labels With Label Editor Lite](#)

Creating a Basic Label in Label Editor Lite

You can easily create a label with text and graphics and print it on your label printer.



1. Start Label Editor Lite.

You see the main Label Editor Lite screen:

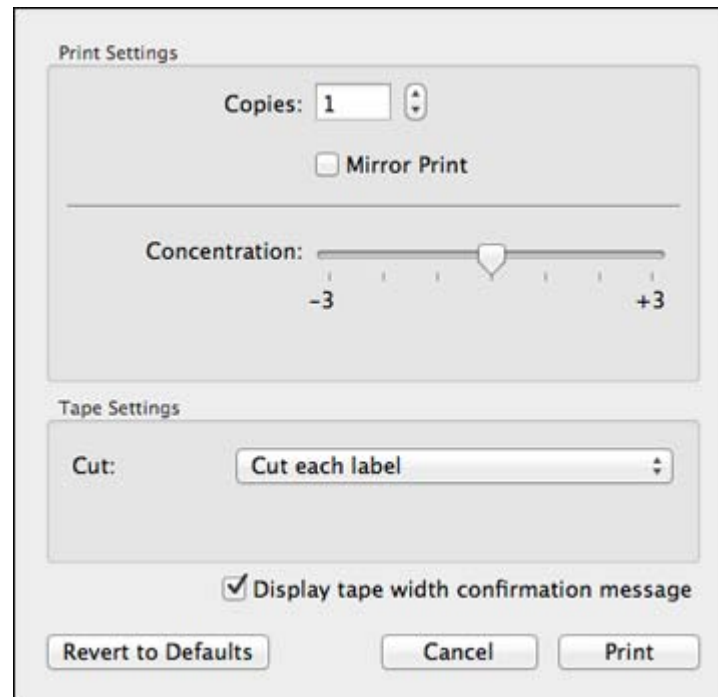


2. Select the printer and tape width.
3. Enter the text for your label in the text field.

The text appears in the text editing area and the label preview area.

4. To change the font and size, select the text box, and select the font name and font size from the selection boxes. (You can use any font installed on your computer.)
5. To save your label, click the  save icon, enter the file name, select any tags, and click **Save**.
6. When you are ready to print, click the  print icon.

You see a window like this:






7. Select the number of labels you want in the **Copies** box.
8. Click **Print**.
You see a tape width confirmation message.
9. Click **OK** to print.

Parent topic: [Designing Labels With Label Editor Lite](#)

Formatting Text in Label Editor Lite

You can use the Font settings area or the Text menu to format the alignment or basic style of your text.


1. Enter text or click the text in a label.
2. Do any of the following:
 - Change the font by selecting it in the font list
 - Emphasize the text using the **B** bold, *I* italic, U underline, or ~~K~~ strikethrough buttons or menu options
 - Change the text justification using the  left justify,  center, or  right justify buttons or menu options
 - Change the font size in the Font Size list

The text is updated as you select font options.

Parent topic: [Designing Labels With Label Editor Lite](#)

Inserting Images in Label Editor Lite

You can add your own logos, photos, or graphics to your labels and ribbons.

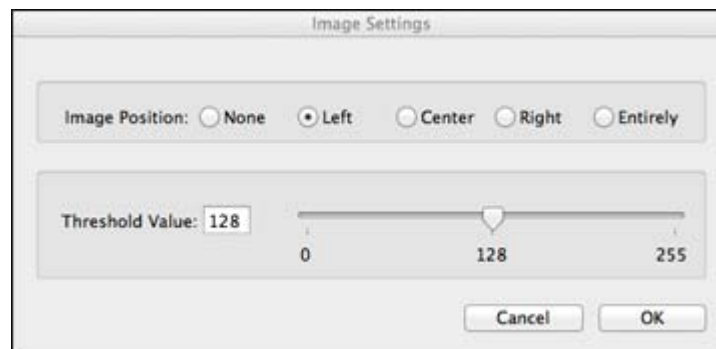
1. Click the  insert image icon.
2. Locate and select the file you want to use on your computer and click **Insert**.

Note: Color photos or other images appear in black and white only.

The image appears in the label.

3. Click the  image properties icon.

You see this window:



4. Select the Image Position and Threshold Value options you want to use.
5. Click **OK**.

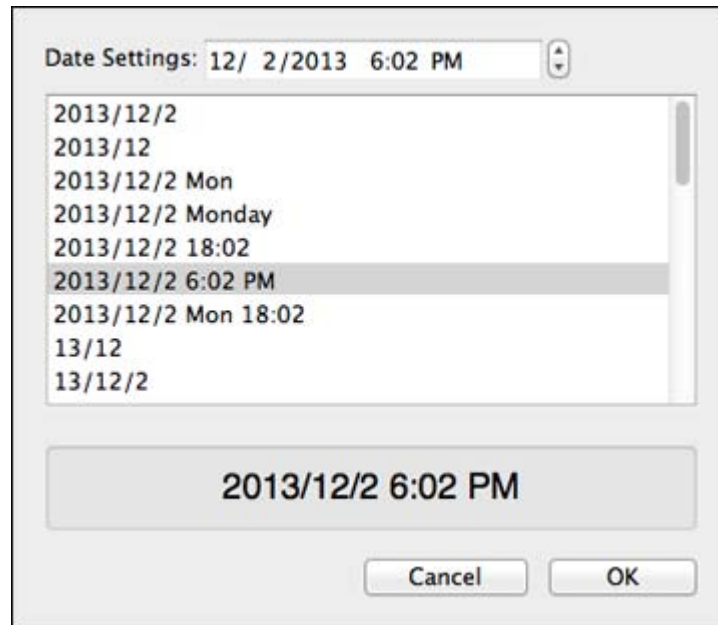
Parent topic: [Designing Labels With Label Editor Lite](#)

Inserting the Date and Time in Label Editor Lite

You can add the date and/or time to your labels and have it automatically updated.

1. Click the  date icon.

You see this window:




2. Select the date format option you want to use.
3. Click **OK**.

The date appears in the label.

Parent topic: [Designing Labels With Label Editor Lite](#)

Adding Borders in Label Editor Lite

You can select from a variety of borders for your labels and ribbons.

1. Enter text in a label.
2. Click the  border icon.

You see this window:



3. Select the Border, Line Style, and Line Thickness options you want to use.
4. Click **OK**.

The border appears in the label.

Parent topic: [Designing Labels With Label Editor Lite](#)

Inserting QR Codes in Label Editor Lite

You can create labels with a QR code for many purposes, such as linking to URLs, file storage services, or social media applications. One-inch (24 mm) wide black-on-white tape is recommended for the fastest QR code recognition.



Note: When embedding content from social media applications, consider your privacy settings. When embedding content from file storage services, check the sharing settings to ensure that other people can view the content.

1. Click the  QR code icon.

You see this window:

A dialog box with a light gray background. At the top left, the text "Code:" is followed by a large, empty rectangular text input field. Below the input field, the text "QRCode position:" is followed by three radio button options: "None", "Left", and "Right". The "Left" option is selected, indicated by a small black dot inside its radio button. At the bottom of the dialog box, there are two buttons: "Cancel" on the left and "OK" on the right.

2. Enter the URL or other text in the Code box.
3. Select the QRCode position option you want to use.
4. Click **OK**.

The QR code appears in the label.

Parent topic: [Designing Labels With Label Editor Lite](#)

Related tasks

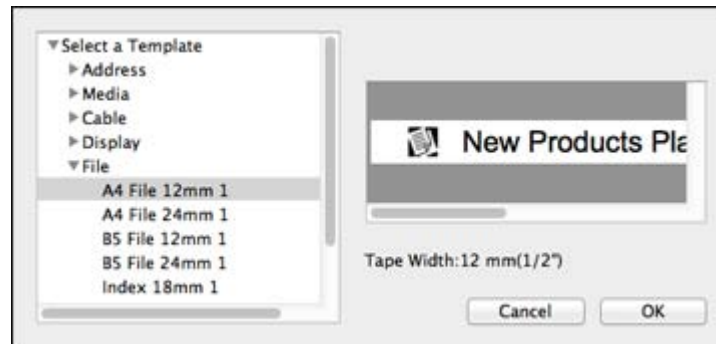
[Printing Labels With Label Editor Lite](#)

Using the Label Editor Lite Wizard

You can choose from a variety of templates to help you design your labels and ribbons.

1. Click the  wizard icon.

You see a window like this:



2. Click the arrow to expand the list of template files.

Note: Template previews appear in the template window.

3. Select a template and click **OK**.

The template opens on the Label Editor Lite main screen.

4. Edit the template as you would any other label.

Parent topic: [Designing Labels With Label Editor Lite](#)

Related tasks

[Formatting Text in Label Editor Lite](#)

[Printing Labels With Label Editor Lite](#)

Feeding and Cutting the Tape in Label Editor Lite

You can manually feed the tape or ribbon, or feed and automatically cut it.

- Click the  feed icon.

The printer feeds a short length of tape or ribbon.

- Click the  feed and cut icon.

The printer feeds a short length of tape or ribbon and cuts it.

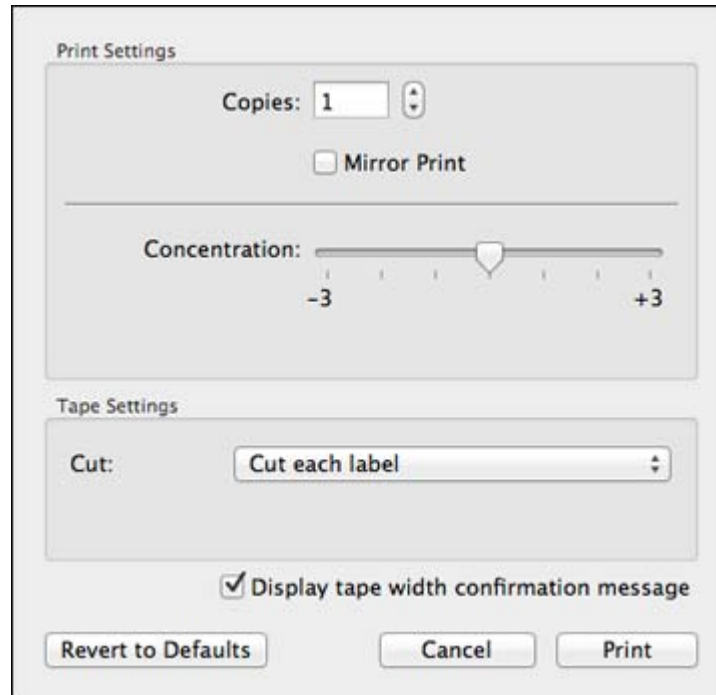
Parent topic: [Using Label Editor Lite for OS X](#)

Printing Labels With Label Editor Lite

When you have finished designing a label, you are ready to print.

1. Click the  print icon.

You see a window like this:



2. Select the number of copies.
3. Select the **Mirror Print** checkbox if you want the label to print on clear tape to be used on a transparent surface.
4. Select the **Concentration** setting to decrease or increase the print density.
5. Select the Cut option you want to use.
6. Click **Print**.

Parent topic: [Using Label Editor Lite for OS X](#)

Applying Your Labels

Follow the instructions in these sections to apply your printed labels.

[Applying Standard Labels](#)

[Iron-on Labels](#)

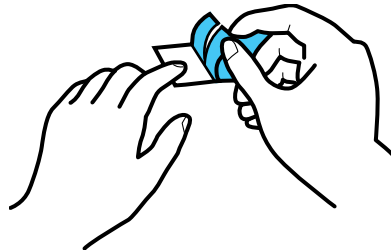
Applying Standard Labels

Your printed labels are easy to attach to most surfaces.

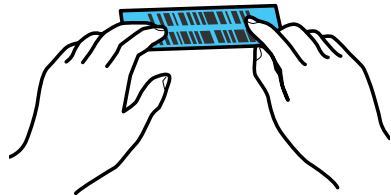
Caution: Depending on the environment and the surface to which you attach them, labels may peel off or become discolored, and the adhesive may remain on or damage the surface. Epson is not responsible for any damage or loss due to these causes.

Do not attach labels to human bodies or other living things, or to surfaces that you are not authorized to modify.

1. Peel off the backing.



2. Place the label on the desired surface and press it down firmly.



Parent topic: [Applying Your Labels](#)

Iron-on Labels

You can apply iron-on labels to the following types of fabric:

- 100% cotton
- 100% linen
- 100% polyester
- Cotton/polyester blends
- Fabrics with a flat, smooth surface

Note: Do not apply iron-on labels to textured fabrics such as terry cloth, corduroy, or flannel; roughly woven fabrics; fabrics with a rough surface such as denim; waterproof fabrics; or fabrics which require a cool iron.

[Applying Iron-on Labels](#)

[Iron-on Label Tips](#)

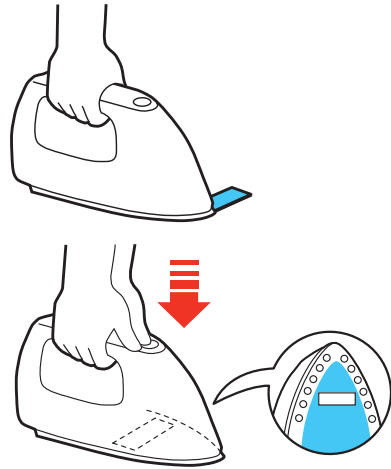
Parent topic: [Applying Your Labels](#)

Applying Iron-on Labels

Press the entire label firmly and do not use steam or a press cloth.

1. Set your iron to 284–320 °F (140–160 °C), without steam.
2. Make sure the area where you want to apply the label is not wrinkled.
3. Place the label in the desired location with the printed side up.
4. Gently press the iron down on one end of the label to temporarily attach it in place.

5. Press the iron firmly down on the entire label, holding the iron still for about 10 to 15 seconds. Repeat this step 3 or 4 times.



Parent topic: [Iron-on Labels](#)

Iron-on Label Tips

Keep this information in mind when using iron-on labels:

- Labels are made from non-toxic materials; however, attached labels are stiff, and may rub or scratch the skin if direct contact occurs.
- Labels are dry-cleanable and machine washable.
- Keep the label length short (up to about half the width of the iron soleplate). Labels that are too long may be difficult to attach or may look distorted due to the expansion and contraction of the fabric.
- Trimming the corners of the label before attaching it may help prevent it from peeling off the fabric.
- If a label does peel, you can re-apply by ironing; however, it may not adhere as securely to the fabric.
- When applying a label to fabric that may be frequently washed or dry-cleaned, it is recommended that the label be sewn on.
- When using a steam iron, turn the steam off when ironing on the label.
- Once a label is applied, it cannot be easily removed.

- Never clean the labels with chemicals or solvents such as benzine, thinner, or alcohol. Otherwise, the print on the label may become faint or distorted.
- If labels are exposed to direct sunlight for long periods of time, yellowing may occur.
- Iron-on labels do not adhere to non-fabric materials such as paper or leather.
- When using bleach or spot detergent, make sure you test it in advance.

Parent topic: [Iron-on Labels](#)

Cleaning the Printer

Follow the instructions in these sections to clean your label printer.

[Cleaning the Outside of the Printer](#)

[Cleaning the Print Head](#)

Cleaning the Outside of the Printer

Before cleaning the printer, turn off the power and unplug the AC adapter.

- To remove dust or dirt, use a soft, dry, lint-free cloth.
- To remove stubborn dirt, use a soft cloth moistened with water.

Caution: Do not use benzine, paint thinner, alcohol, or other chemicals to clean the printer. Do not use canned air or chemical dusters.

Parent topic: [Cleaning the Printer](#)

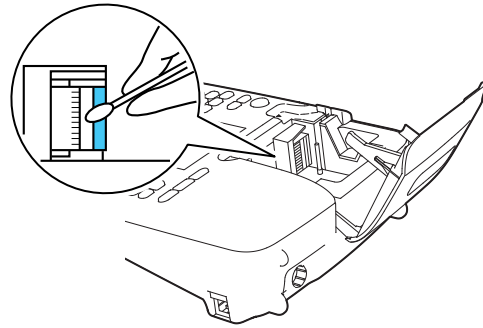
Cleaning the Print Head

If streaks or white lines appear on your labels, you can clean the print head.

Caution: Do not use benzine, paint thinner, or other chemicals to clean the printer. Do not use canned air or chemical dusters.

1. Turn off the power and unplug the AC adapter.
2. Lift up the tape cover.
3. Grasp the sides of the tape and lift it out of the printer.

4. Use a dry cotton swab to gently clean the print head as shown.



Parent topic: [Cleaning the Printer](#)

Related tasks

[Inserting and Removing Tape Cartridges](#)

Solving Problems

Check the solutions in these sections if you have any problems using the printer.

[Checking for Software Updates](#)

[Product Error Messages](#)

[Resetting the Printer](#)

[Solutions When the Display Is Blank](#)

[Solutions When the Printer Does Not Print](#)

[Solutions to Computer Printing Problems](#)

[Solutions When Print Quality Is Poor](#)

[Solutions to Tape Cutting Problems](#)

[Solutions to Problems With Saved Labels](#)

[Solutions to Problems Attaching Labels](#)

[Solutions to Problems With Iron-on Labels](#)

[Where to Get Help](#)

Checking for Software Updates


Periodically, it's a good idea to check Epson's support website for free updates to your product software. Visit the driver download site ([U.S. downloads](#) or [Canadian downloads](#)).

Parent topic: [Solving Problems](#)

Product Error Messages

You can often diagnose problems with your label printer by checking the messages on its display. Some messages apply only when you are using the printer's keyboard, and not when the printer is connected to your computer.

Display message	Condition/solution
Insert tape	Turn the power off and install a tape cartridge.
Check tape cartridge	The tape cartridge installed in the printer is incompatible. Check the tape cartridge.

Display message	Condition/solution
Check battery Change alkaline	The batteries may be running out or installed incorrectly, non-alkaline batteries are installed with alkaline batteries, or old and new batteries are installed together. Turn the power off and replace batteries with new ones, or use the AC adapter. Make sure new batteries are installed correctly.
Too many lines	You have exceeded the maximum number of lines. Delete the lines indicated.
No more sequence No. !	The label already has sequence numbers. You can only enter one sequence per label.
Text is too long. Continue?	Entered text is too long for the specified label length. Press  to confirm and continue printing. The printer will automatically adjust the label length.
Insert 24 mm tape!	The label design can only be printed on 1-inch (24 mm) wide tape.
Load wider tape	Unable to print on the current tape. Use a wider tape.
Printing length too long!	Shorten the label text.
No more barcode!	You can only add one barcode to a label when you are using the built-in keyboard.
QR CODE too big!	Do one of the following: use a wider tape, reduce the text or cell size, or lower the ECC (Error Checking and Correction) level.
Overheated!	The print head is too hot. Turn the power off and take out the tape cartridge. Allow the print head to cool before trying to print again.
Cover open! Powering off.	If you open the rear cover while the power is on, this message displays and the power turns off automatically. Always turn the power off before opening the rear cover.
Motor error!	An error occurred in the motor operation. Turn the power off, then turn it back on. If the same message appears, turn the power off again and contact Epson for technical support.

Parent topic: [Solving Problems](#)

Related references

[Where to Get Help](#)

Related tasks






[Inserting and Removing Tape Cartridges](#)

[Installing Batteries](#)

Resetting the Printer

The printer may stop functioning because of static electricity or other causes. If your printer does not function normally (for example, the power does not turn on or off, or the display is distorted), you can reset the printer.



Caution: Resetting your printer erases all saved labels and formatting and returns your printer to its default settings.

1. Press the  power button to turn the printer off.
2. Press and hold the  +  keys, and press the  power button.
You see a confirmation message.
3. Press the  key.

Parent topic: [Solving Problems](#)

Solutions When the Display Is Blank

If nothing appears on the display, try these solutions:

- The power turns off automatically if the printer is idle for more than 5 minutes (or 1 hour when connected to a computer). Press the  power button to turn on the printer.
- If you are using batteries, make sure they are correctly installed. Replace the batteries or use the AC adapter.
- If you are using the AC adapter, make sure it is securely connected on both ends.
- Press the  key and adjust the display contrast.

Parent topic: [Solving Problems](#)

Related tasks

[Installing Batteries](#)

[Connecting the AC Adapter](#)

[Changing Language and Other Preferences](#)

Solutions When the Printer Does Not Print

If labels do not print or a print job stops, try these solutions:

- Check for messages on the display.
- Make sure the printer is selected in the software.

- Make sure you have entered text for your label.
- Replace the tape cartridge if necessary. Make sure the cartridge is correctly inserted.
- Replace the batteries or connect the AC adapter.
- Make sure the rear cover is closed.

Parent topic: [Solving Problems](#)

Related tasks


[Inserting and Removing Tape Cartridges](#)

[Installing Batteries](#)

[Connecting the AC Adapter](#)

Solutions to Computer Printing Problems

If you are having trouble printing from your computer, try these solutions:

- Check for messages on the computer screen.
- Make sure the printer is connected to your computer.
- Press the  PC link button.
- Make sure the printer driver is installed and the computer has been restarted after installation.
- Make sure the correct printer is selected in your software, and the printer is not set as offline.
- Make sure graphics are within the margins of the label.

Parent topic: [Solving Problems](#)

Related tasks

[Connecting the Printer to Your Computer](#)

[Installing Label Editor](#)

[Installing Label Editor Lite](#)

Solutions When Print Quality Is Poor

If you see lines or broken text on your labels or ribbons, try these solutions:

- Clean the print head.
- Make sure there is no slack in the tape.
- Try adjusting the print density or concentration.
- Try using a different font for your label or ribbon design.

Parent topic: [Solving Problems](#)

Related references

[Label Editor Printer Settings](#)

Related tasks

[Cleaning the Print Head](#)

[Adjusting Print Density](#)

[Printing Labels With Label Editor Lite](#)

[Changing the Label Font](#)

[Creating a Basic Label in Label Editor](#)

[Creating a Basic Label in Label Editor Lite](#)

Solutions to Tape Cutting Problems

If the printer does not cut after printing, try these solutions:

- Make sure **Auto Cut** is selected on the printer.
- If you are printing from your computer, make sure the cut setting option is set.
- If the cutter blade is dull, contact Epson for technical support.

Parent topic: [Solving Problems](#)

Related references

[Label Editor Printer Settings](#)

[Where to Get Help](#)

Related tasks

[Feeding and Cutting the Tape](#)

[Printing Labels With Label Editor Lite](#)

Solutions to Problems With Saved Labels

If you cannot find a saved label or ribbon design, try these solutions:

- Make sure you have not accidentally deleted the label or ribbon design.
- If the label printer has been reset, all saved labels are deleted.
- If you unplug the AC adapter or remove the batteries during operation, text may be lost.

Parent topic: [Solving Problems](#)

Solutions to Problems Attaching Labels

If you are having trouble attaching a label, try these solutions:

- Make sure you peel off the backing paper before attaching the label.
- Make sure the surface you are attaching the label to is clean and dry. Labels may not adhere to some materials, rough or uneven surfaces, or surfaces subject to extreme environmental conditions, such as high humidity or heat.

Parent topic: [Solving Problems](#)

Related tasks

[Applying Standard Labels](#)

Solutions to Problems With Iron-on Labels

If you are having trouble applying an iron-on label, try these solutions:

- If labels curl after ironing or fall off after washing, try raising the iron temperature (within the suggested temperature range).
- Make sure you press the iron down on the entire label.
- Try holding the iron down for 15 to 20 seconds.
- Try trimming the corners of the label.
- If an item needs frequent washing, you may need to sew on the label instead of ironing it.

Parent topic: [Solving Problems](#)

Related concepts

[Iron-on Labels](#)

Where to Get Help

If you need to contact Epson for technical support services, use the following support options.

Internet Support

Visit Epson's support website at epson.com/support (U.S.) or epson.ca/support (Canada) for solutions to common problems. You can download drivers and documentation, get FAQs and troubleshooting advice, or e-mail Epson with your questions.

Speak to a Support Representative

Before you call Epson for support, please have the following information ready:

- Product name
- Product serial number (located on a label on the product)
- Proof of purchase (such as a store receipt) and date of purchase
- Computer configuration
- Description of the problem

Then call:

- U.S.: (562) 276-7245, 6 AM to 8 PM, Pacific Time, Monday through Friday, and 7 AM to 4 PM, Pacific Time, Saturday
- Canada: (905) 709-2567, 6 AM to 8 PM, Pacific Time, Monday through Friday, and 7 AM to 4 PM, Pacific Time, Saturday

Days and hours of support are subject to change without notice. Toll or long distance charges may apply.

Purchase Supplies and Accessories

Epson offers a wide array of tapes and ribbons for multiple uses. You can purchase tape cartridges and accessories at epson.com/labelworks (U.S.) or epson.ca/labelworks (Canada). You can also purchase supplies from an Epson authorized reseller. To find the nearest one, call 800-GO-EPSON (800-463-7766).

Parent topic: [Solving Problems](#)

Technical Specifications

These sections list the technical specifications of your printer.

[Label Editor Software System Requirements](#)

[Label Editor Lite Software System Requirements](#)

[Label Printer Specifications](#)

[Label Printer Power Supply Specifications](#)

Label Editor Software System Requirements

To use the Label Editor software, your computer should meet these requirements:

Operating system	Windows 8.x (32- and 64-bit) Windows 7 (32- and 64-bit) SP1 Windows Vista (32- and 64-bit) SP2 Windows XP (32- and 64-bit) SP3
Hard drive space	About 300MB
Display	1024 x 768 (XGA) or higher resolution
Interface	USB 1.1 Full-speed

Note: Visit Epson's support website at epson.com/support (U.S.) or epson.ca/support (Canada) for the latest in compatibility and drivers for your product.

Parent topic: [Technical Specifications](#)

Label Editor Lite Software System Requirements

To use the Label Editor Lite software, your Mac should meet these requirements:

Operating system	OS X 10.9 OS X 10.8.x OS X 10.7.x OS X 10.6.x
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Hard drive space	About 40MB
Display	1024 × 768 (XGA) or higher resolution
Interface	USB 1.1 Full-speed

Note: Visit Epson's support website at epson.com/support (U.S.) or epson.ca/support (Canada) for the latest in compatibility and drivers for your product.

Parent topic: [Technical Specifications](#)

Label Printer Specifications

Dimensions (approximate)	Width: 7.2 inches (184 mm) Depth: 9.4 inches (238 mm) Height: 3.1 inches (79 mm)
Weight (approximate; excluding batteries and tape cartridge)	1.72 lb (780 g)
Supported tape widths	1/4, 3/8, 1/2, 3/4, and 1 inch (6, 9, 12, 18, and 24 mm)
Interface	USB 1.1, Full-speed
Temperature	Operating: 41 to 95 °F (5 to 35 °C) Storage: 14 to 131 °F (–10 to 55 °C)

Parent topic: [Technical Specifications](#)

Label Printer Power Supply Specifications

AC adapter type	AST1116Z1-1 dedicated adapter, power cable only
Manufacturer	Seiko Epson Corp.
Input	AC100–240V, 0.4A, 50–60Hz
Output	DC11V, 1.64A
Total output power	18 W
Battery	AA alkaline battery × 6 AA Ni-MH battery × 6

Parent topic: [Technical Specifications](#)

Notices

Check these sections for important notices about your label printer.

Note: Epson offers a recycling program for end of life products. Please go to [epson.com/recycle](https://www.epson.com/recycle) for information on how to return your products for proper disposal.

[Important Safety Instructions](#)

[FCC Compliance Statement](#)

[Trademarks](#)

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Important Safety Instructions

Before using your label printer, read and follow these safety instructions.

[General Label Printer Safety Instructions](#)

[Tape Cartridge Safety Instructions](#)

[AC Adapter Safety Instructions](#)

[Battery Safety Instructions](#)

Parent topic: [Notices](#)

General Label Printer Safety Instructions

- Always use the product as instructed in the manual. Otherwise, damage or injury may occur.
- Do not subject the product to any strong force or shock such as dropping, hitting, or standing on the product.
- Do not spill liquid on the product or use the product with wet hands.
- Do not open any covers on the product other than the tape cover or battery cover.
- Do not touch the print head.
- Turn the product off, unplug the AC adapter and remove the batteries, and refer servicing to qualified service personnel under the following conditions: if liquid or foreign objects get inside the product; if the product does not operate normally or exhibits a distinct change in performance. Continuing to use the product may result in damage or injury.
- To avoid injury, keep your fingers away from the tape ejection slot when printing or using the cutter.



- Do not block or insert objects into the AC adapter port or tape ejection slot.
- Avoid locations that are subject to rapid changes in heat or humidity, shocks or vibrations, or dust.
- Do not place or store the product in the following locations: outdoors or in direct sunlight; near sources of excessive heat, humidity, shocks, vibrations, or dust; where it may get wet or be exposed to excessive humidity; on an unstable place such as a shaky or inclined surface; near potential sources of electromagnetic interference such as loudspeakers or the base units of cordless telephones.
- The product and product manuals may come packaged in plastic bags. Keep plastic bags away from small children to avoid any risk of suffocation.
- If you will not be using the product for a long period, unplug the power cord and remove the batteries.
- Before cleaning, unplug the power cord and remove the batteries. Use only a dry, soft cloth to clean the product; do not use liquid or chemical cleaners.
- Operate the keyboard gently.
- Take care not to cut your fingers when cutting tape with scissors.
- Turn the power off after use.
- Do not unplug the AC adapter until the power off message disappears.

WARNING: The cords included with this product contain chemicals, including lead, known to the State of California to cause birth defects or other reproductive harm. ***Wash hands after handling.*** (This notice is provided in accordance with Proposition 65 in Cal. Health & Safety Code § 25249.5 and following.)

Parent topic: [Important Safety Instructions](#)

Tape Cartridge Safety Instructions



- Use only compatible LC tape cartridges with this label: **TAPE**.
- To avoid damage, do not drop or disassemble tape cartridges.
- Feed the tape using the  key + the  button or the software commands. Do not forcibly pull out the tape. Otherwise, you may damage the tape cartridge.
- Do not try to print with an empty tape cartridge; this may overheat the print head and damage the product.

Note: Tape cartridges contain ink ribbons. Make sure to follow local ink disposal regulations.

Parent topic: [Important Safety Instructions](#)

Related references

[Label Editor Printer Settings](#)

Related tasks

[Printing Labels With Label Editor Lite](#)

AC Adapter Safety Instructions

- Use only the AC adapter and power cord that came with your product. Do not use the AC adapter with any other equipment and use only with the specified voltage. Using the wrong AC adapter and power cord may result in damage, overheating, fire, or electric shock.
- Plug the power cord firmly into the outlet. When removing the plug from the outlet, grasp the plug firmly and do not pull on the cord.
- Make sure the plug is not dusty when inserting it into an outlet.
- Do not hold the plug with wet hands.
- Do not make any modifications to the AC adapter or power cord.
- Place the AC adapter and power cord to avoid abrasions, cuts, fraying, crimping, and kinking. Do not place heavy objects on top of the AC adapter or power cord.
- Do not use the AC adapter in a confined space or cover it with a cloth. Make sure the AC adapter has sufficient ventilation so that it does not overheat and become damaged.
- Do not forcibly bend or twist the power cord.
- Do not place the AC adapter or power cord near a heater.
- To avoid fire or electric shock, do not use a damaged AC adapter or power cord.
- Turn off the product before unplugging the AC adapter. Otherwise, it may not function properly or may become damaged.

Parent topic: [Important Safety Instructions](#)

Battery Safety Instructions

- Use batteries properly to avoid injury or fire caused by leaking, overheating, explosion, erosion, or any other damage to the product.
- Keep batteries out of reach of children. If battery acid gets into your eyes or on your skin, immediately rinse the affected area thoroughly with water and seek medical treatment. If a battery is swallowed, seek medical treatment immediately.
- If battery acid leaks from a battery, wipe it off with a cloth and replace the battery with a new one.

- Use AA alkaline batteries or nickel-hydrate rechargeable batteries.

Note: SANYO eneloop are the only compatible rechargeable batteries, and they may not be available in all regions. If you use these nickel-hydrate rechargeables, follow the instructions on the batteries and the charger.

- Do not use new and old batteries together or mix different types of batteries.
- Insert batteries so that the polarities (+ and –) are correct.
- Remove dead batteries promptly.
- Do not heat batteries or throw them in fire or water.
- Do not remove batteries with metal objects such as tweezers or the tip of a pen.
- Make sure to follow local battery disposal regulations.

Parent topic: [Important Safety Instructions](#)

FCC Compliance Statement

This device complies with Part 15 of the FCC Rules. Operation is subject to the following two conditions: (1) This device may not cause harmful interference, and (2) this device must accept any interference received, including interference that may cause undesired operation.

Caution

Changes or modifications not expressly approved by the party responsible for compliance could void the user's authority to operate this equipment.

An AC adapter with ferrite core must be used for RF interference suppression.

For United States Users

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 or television reception. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause interference to radio and television reception, which can be determined by turning the equipment off and on, the user is encouraged to try to correct the interference by one or more of the following measures:

- Reorient or relocate the receiving antenna.
- Increase the separation between the equipment and receiver.

- Connect the equipment into an outlet on a circuit different from that to which the receiver is connected.
- Consult the dealer or an experienced radio/TV technician for help.

WARNING

The connection of a non-shielded equipment interface cable to this equipment will invalidate the FCC Certification or Declaration of this device and may cause interference levels which exceed the limits established by the FCC for this equipment. It is the responsibility of the user to obtain and use a shielded equipment interface cable with this device. If this equipment has more than one interface connector, do not leave cables connected to unused interfaces. Changes or modifications not expressly approved by the manufacturer could void the user's authority to operate the equipment.

For Canadian Users

CAN ICES-3(B)/NMB-3(B).

Parent topic: [Notices](#)

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