

# Instruction Sheet

#### **Parts Provided:**

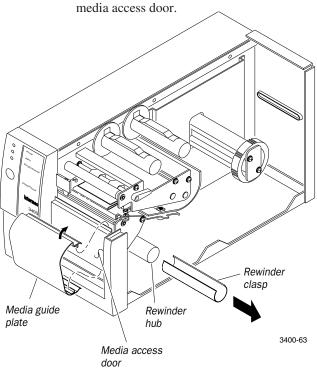
- · Batch takeup reel
- Media guide plate
- Media clamp

**Note:** The batch takeup accessory rewinds small batches of labels as they are printed by the 3400 Series printer. Space inside the printer allows the batch takeup accessory to rewind batches of approximately 1500 inches of media (or 300 five inch labels).

## Step 1

## Install the Media Guide Plate onto the Media Access Door

- 1. Remove the media cover.
- 2. Remove the rewinder clasp from the rewinder hub.
- 3. Install the media guide plate to the front of the media access door





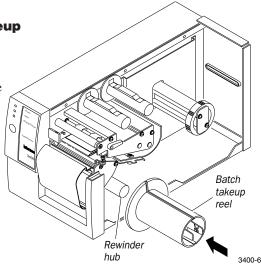






### Step 2 **Install the Batch Takeup** Reel

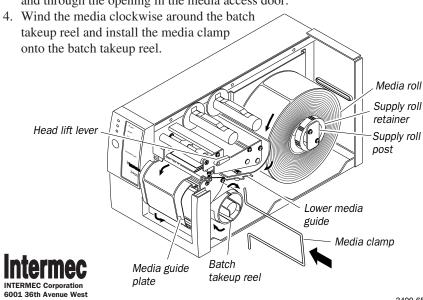
- 1. Slide the batch takeup reel all of the way onto the rewinder hub.
- 2. Rotate batch takeup reel clockwise until it snaps into place.



## Step 3 **Loading the Media**

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- 1. Refer to the straight-through printing procedure in your user's manual for media loading instructions.
- 2. Pull at least 12 inches of media out beyond the printhead.
- 3. Route the media around the media guide plate and through the opening in the media access door.









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