

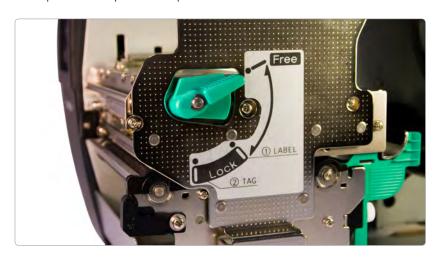
# **HOW TO LOAD A THERMAL RIBBON**

### Summary

The Toshiba B-SX4/B-SX5 uses a twin core thermal ribbon system which are positioned directly above the printhead. This guide will show you how to correctly load a thermal ribbon ready for printing.

### 1. Open the printer cabin and side panel

Open the printer cabin then unlock the side panel by turning the green lever to the 'Free' position and open the side panel.



# **TOSHIBA**

#### **DOCUMENT DETAILS**

**Products** 

Toshiba B-SX4, Toshiba B-SX5

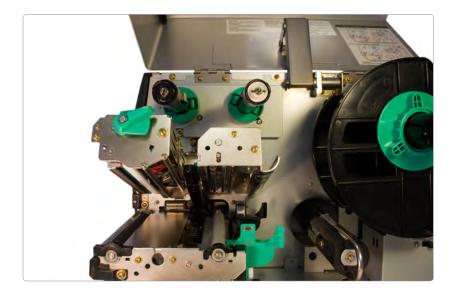
Article updated 25 August 2009

Website location www.progressive-id.co.uk/help

Support contact support@progressive-id.co.uk 01892 837722

### 2. Raise the printhead and remove used ribbon

Raise the printhead and remove any used thermal ribbon cores from the ribbon holder directly above the printhead assembly.

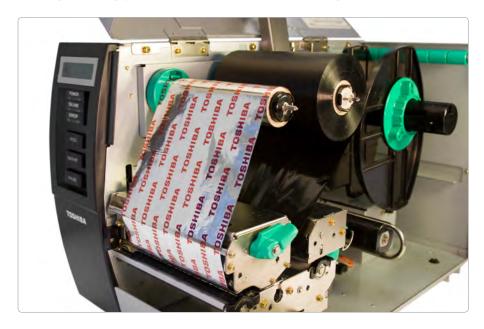






### 3. Load the new thermal ribbon

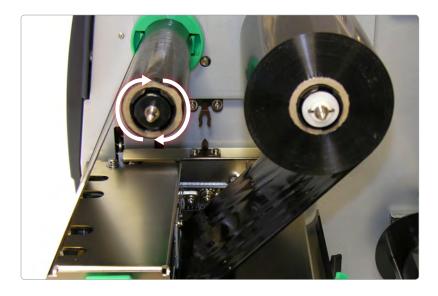
Place the empty core onto the front ribbon holder. Place the full ribbon core onto the back ribbon holder with the open end underneath the ribbon core. Feed the ribbon between the gap in the printhead block and out through the front of the printer. Keep feeding the ribbon up to the empty core and attach with the self adhesive strip.



**Note:** The thermal ribbon must be fed between the gap in the printhead block otherwise it will miss the ribbon sensor.

## 4. Lower the printhead and wind up the slack

Lower the printhead and wind up the slack by rotating the front ribbon holder core clockwise.



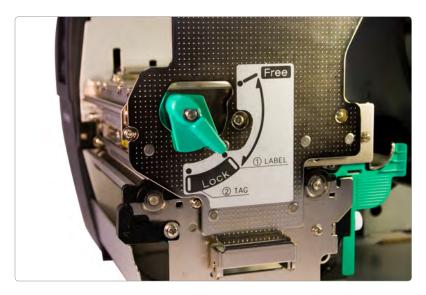
**Note:** Do not worry if there are creases in the ribbon as these will disappear once a few labels have been printed.





# 5. Close the side panel and printer cabin

Close the side panel and secure by turning the green lever to the 'Lock' position. Close the printer cabin.



## Still need help?

If you are still having problems please give us a call on **01892 837722** or email our support team on **support@progressive-id.co.uk** and tell us your issue. When contacting please state your name and the name of your company.

Also check out our website **www.progressive-id.co.uk/help** for more user guides and support documents.

