How to make a label
1) Insert the batteries.
2) Insert a tape cassette.
3) Turn on the P-Touch by pressing .
4) Type in and format the text.
Your text can be up to 55 characters long including spaces. See “Advanced functions” for more details on formatting your text.
5) Print the label by pressing .
Before printing, be sure that the back cover is attached, otherwise the label cannot be printed.
6) Cut off the label.
The tape cutter button is equipped with a safety mechanism. Do not try to force the cutter button since it cannot be operated if no cassette is installed and the back cover is removed. If the cutter button is forcefully operated, correct printing may no longer be possible.
7) Peel off the backing.
Care and precautions
1) Use a soft, dry cloth to clean the machine.
2) Only use AA-size (LR6) alkaline batteries.
3) Do not expose the machine or the tape cassette to high temperatures, high humidity, or excessive dust.
4) If you do not intend to use the machine for an extended period of time, remove the batteries.
5) Do not touch the tape cutter button while printing or replacing the cutter.
6) Do not touch the cutter blade.
7) Do not block the tape exit slot.
8) Do not put labels in your mouth.
9) Do not stick labels onto skin.
10) If the machine “locks up” (i.e., it does not respond when a key is pressed), press and press once to turn on the machine again.

Changing the batteries
1) Remove the back cover by pressing in on the rough area at the top end of the machine and pulling off the back cover.
2) If batteries are already installed, remove them. Before removing the batteries, pull out the tape cassette if one is installed.
3) Insert six new AA-size (LR6) alkaline batteries in the direction shown by the illustration on the bottom of the battery compartment. The positive end of the three batteries in the bottom row point downward, while the positive end of the top three batteries point in the opposite direction.
4) Attach the back cover by inserting the two hooks on the bottom end of the back cover into the slots on the bottom end of the machine, then pushing down firmly on the cover until it snaps into place.
5) Feed the tape by holding down and pressing , then cut the tape by pressing in on the tape cutter button. The amount of tape remaining is visible through the window in the back of the P-Touch.
When the usable tape is finished, green ribbon appears.

Changing the tape cassette
1) Remove the back cover by pressing in on the rough area at the top end of the machine and pulling off the back cover.
2) If a tape cassette is already installed, pull it straight out and remove the paper tab from the new tape cassette. Make sure that the end of the tape in the new cassette feeds under the tape guides.
The tape that is provided with the P-touch Home&Hobby is a 13.3’ long (4m) starter tape. Tapes available for purchase are 26.2’ (8m) long.
3) Insert the tape cassette, making sure that it clicks into place. Check that the cassette fits properly around the two metal guides in the cassette compartment.
4) Attach the back cover by inserting the two hooks on the bottom end of the back cover into the slots on the bottom end of the machine, then pushing down firmly on the cover until it snaps into place.

Cleaning the print head
If dust accumulates on the print head, blank horizontal lines may appear through the printed label. If this happens, clean the print head as follows:
1) Turn off the P-Touch.
2) Remove the back cover and the tape cassette.
3) Use a dry cotton swab to gently wipe the print head and rubber pinch roller with an up-and-down motion.
4) Re-insert the tape cassette, attach the back cover, turn on the machine, hold down ( ) and press ( ) to feed the tape, and then try printing.
5) If blank lines remain in the printed label, repeat steps 1 through 4, this time using a cotton swab dipped in isopropyl (rubbing) alcohol.

Accessories
The following accessories are available:

<table>
<thead>
<tr>
<th>Product</th>
<th>Code</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tape cassettes</td>
<td>LA-265</td>
<td>$8.99 (SRP)</td>
</tr>
<tr>
<td>Black on silver</td>
<td>M-931</td>
<td>M-921</td>
</tr>
<tr>
<td>Black on gold</td>
<td>M-831</td>
<td>M-821</td>
</tr>
<tr>
<td>Black on blue</td>
<td>M-531</td>
<td>M-521</td>
</tr>
<tr>
<td>Black on green</td>
<td>M-731</td>
<td>M-721</td>
</tr>
<tr>
<td>Black on pink</td>
<td>M-331</td>
<td>M-321</td>
</tr>
<tr>
<td>Black on white</td>
<td>M-231</td>
<td>M-221</td>
</tr>
</tbody>
</table>

FCC NOTICE
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 communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or television reception, which can be determined by turning the equipment off and on, you are 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.
Changes or modifications not expressly approved by Brother Industries, Ltd. could void the user’s authority to operate the equipment.

Cleaning the print head
1) Turn off the P-Touch.
2) Remove the back cover and the tape cassette.
3) Use a dry cotton swab to gently wipe the print head and rubber pinch roller with an up-and-down motion.
4) Re-insert the tape cassette, attach the back cover, turn on the machine, hold down and press to feed the tape, and then try printing.
5) If blank lines remain in the printed label, repeat steps 1 through 4, this time using a cotton swab dipped in isopropyl (rubbing) alcohol.

Most retailers and distributors carry a full line of tape cassettes. If you wish to order accessories for your P-Touch direct from Brother, please refer to the “Accessory Order Form” included separately, or visit our web site: “http://www.brothermall.com”.

Changing the cutter unit
When the cutter becomes blunt and ceases to cut the tape cleanly, replace it.
1) Remove the back cover and the tape cassette.
2) Grasp the tape on the top of the cutter unit and pull out the cutter, taking care not to touch the blade.
**How to make a label**

1. **Insert the batteries.**
2. **Insert a tape cassette.**
3. **Turn on the P-Touch by pressing .**
4. **Type in and format the text.**

Your text can be up to 55 characters long including spaces. See “Advanced functions” for more details on formatting your text.

**Changing the batteries**

1. **Remove the back cover by pressing in on the rough area at the top end of the machine and pulling off the back cover.**
2. **If batteries are already installed, remove them.**
3. **Insert six new AA-size (LR6) alkaline batteries in the direction shown by the illustration on the bottom of the battery compartment.**
4. **Attach the back cover by inserting the two hooks on the bottom end of the back cover into the slots on the bottom end of the machine, then pushing down firmly on the cover until it snaps into place.**

**Changing the tape cassette**

1. **Remove the back cover by pressing in on the rough area at the top end of the machine and pulling off the back cover.**
2. **If a tape cassette is already installed, pull it straight out and remove the paper tab from the new tape cassette.**
3. **Insert the tape cassette, making sure that it clicks into place.**
4. **Grasp the tab on the new cutter unit and insert it as shown below.**

**Care and precautions**

1. **Use a soft, dry cloth to clean the machine.**
2. **Use only AA-size (LR6) alkali batteries.**
3. **Do not expose the machine or the tape cassette to high temperatures, high humidity, or excessive dust.**
4. **If you do not intend to use the machine for an extended period of time, remove the batteries.**
5. **Do not touch the cutter blade.**
6. **Do not block the tape exit slot.**
7. **Do not pull the tape out of the back cover.**
8. **Do not put labels in your mouth.**
9. **Do not stick labels onto skin.**
10. **If the machine “locks up” (i.e., it does not respond when a key is pressed), press and press once to turn the machine on again.**

**Cleaning the print head**

If dust accumulates on the print head, blank horizontal lines may appear through the printed label. If this happens, clean the print head as follows:
1. Turn off the P-Touch.
2. Remove the back cover and the tape cassette.
3. Use a dry cotton swab to gently wipe the print head and rubber pinch roller with an up-and-down motion.
4. Re-insert the tape cassette, attach the back cover, turn on the machine, hold down and press to feed the tape, and then try printing.
5. If blank lines remain in the printed label, repeat steps 1 through 4, this time using a cotton swab dipped in isopropyl (rubbing) alcohol.

**Accessories**

The following accessories are available:

<table>
<thead>
<tr>
<th>Items</th>
<th>1/2” (12 mm)</th>
<th>3/8” (9 mm)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Tape cassettes</td>
<td>$9.99 (SRP)</td>
<td>$8.99 (SRP)</td>
</tr>
<tr>
<td>Black on silver</td>
<td>M-931</td>
<td>M-921</td>
</tr>
<tr>
<td>Black on gold</td>
<td>M-831</td>
<td>M-821</td>
</tr>
<tr>
<td>Black on blue</td>
<td>M-531</td>
<td>M-521</td>
</tr>
<tr>
<td>Black on green</td>
<td>M-731</td>
<td>M-721</td>
</tr>
<tr>
<td>Black on pink</td>
<td>M-932</td>
<td>M-922</td>
</tr>
<tr>
<td>Black on white</td>
<td>M-231</td>
<td>M-221</td>
</tr>
</tbody>
</table>

Most retailers and distributors carry a full line of tape cassettes. If you wish to order accessories for your P-Touch direct from Brother, please refer to the “Accessory Order Form” included separately, or visit our web site: “http://www.brothermall.com”. 

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**Please read this instruction leaflet before using the P-Touch. Keep it in a handy place for future reference.**

*Use only tape cassettes bearing the logo with this machine.*

**With the P-Touch Home/Hobby, you can make labels quickly and easily. Simply switch on the P-Touch, type in your text, then print out your label. You can choose from five different text sizes, nine character styles, and seven framing settings. The text can be printed on either one or two lines and can include accentuated characters and special symbols. In addition, nine preset layout formats are available for you to print and use labels quickly. Six tape colors (white, silver, gold, blue, green and pink) and two tape widths (3/8” (9 mm) and 1/2” (12 mm)) are available for creating personalized labels.**

**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 communications. However, there is no guarantee that interference will not occur in a particular installation. If this equipment does cause harmful interference to radio or 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.**

**Changes or modifications not expressly approved by Brother Industries, Ltd. could void the user's authority to operate the equipment.**

**FCC NOTICE**

*This product is a Class B digital apparatus. *
Function keys

Tape cutter button
Print key
Backspace key
On/Off key

On/Off ( )
To switch the P-Touch on or off, press .

The P-Touch conserves battery power by automatically switching itself off if no key is pressed within five minutes.

When the batteries are low, "BATTERY" appears on the display after printing. When the batteries are very low, the P-Touch will automatically turn itself off when you try to print text or feed the tape.

If the P-Touch is turned off and then on again, the current text, text size and style, underline/frame setting, and Caps/Num setting remain unchanged.

Caps ( )
To turn the Caps function on or off, press . When the Caps indicator is on, you can add capital letters to your text by simply pressing the character keys. When the Caps indicator is off, pressing a character key enters lower case letter in your text.

Num ( )
To turn the Num function on or off, press . When the Num indicator is on, you can add numbers to your text by simply pressing the corresponding keys. When the Num indicator is off, pressing a key adds a letter to your text.

Space ( )
To add a space to your text, press .

Return ( )
This key has 2 functions:
1) To view the first line of text and start the second line, simply press.
2) To accept or confirm a setting, such as an accent character or symbol.

Two-line text can only be printed with the SIZE1 text size and the NORMAL style. To change a message back to a single line, use to delete the marker.

Code ( ) / ( )
To accept the functions or enter the characters printed in yellow above the keys, press . See the following explanations and "Advanced functions" for more details on how this key is used.

The left and right Code keys can be used in the same way.
**ON/OFF ( )**

To switch the P-Touch on or off, press ( ). The P-Touch conserves battery power by automatically switching itself off if no key is pressed within five minutes. When the batteries are low, “BATTERY” appears on the display after printing. When the batteries are very low, the P-Touch will automatically turn itself off when you try to print text or feed the tape.

If the P-Touch is turned off and then on again, the current text, text size and style, underline/frame setting, and Caps setting remain unchanged.

**Caps ( )**

To turn the Caps function on or off, press ( ). When the Caps indicator is on, you can add capital letters to your text by simply pressing the character keys. When the Caps indicator is off, pressing a character key enters lower case letter in your text.

**Num ( )**

To turn the Num function on or off, press ( ). When the Num indicator is on, you can add numbers to your text by simply pressing the corresponding keys. When the Num indicator is off, pressing a key adds a letter to your text.

**Space ( )**

To add a space to your text, press ( ).

**Return ( )**

This key has 2 functions:
1) To end the first line of text and start the second line, simply press ( ).
2) To accept or confirm a setting, such as an accented character or symbol.

Two-line text can only be printed with the SIZE1 text size and the NORMAL style. To change a message back to a single line, use ( ) to delete the marker.

**Code ( )**

To access functions or enter the characters printed in yellow above the keys, press ( ). See the following explanations and “Advanced functions” for more details on how this key is used.

The left and right Code keys can be used in the same way.

### Cursor movement ( / )

You can move the cursor ( ) to view or edit parts of the text to the left or right of the 8 characters shown in the LCD display. To move the cursor to the left, press ( ). To move the cursor to the right, press ( ).

Move the cursor several characters in a row by holding down the appropriate key.

To position the cursor under the first character of the text, hold down ( ) and press ( ) to position the cursor immediately after the last character, hold down ( ) and press ( ).

**Backspace ( )**

To delete the character to the left of the cursor, press ( ). This key can also be used to cancel current function and return to the text mode.

To erase the current text, hold down ( ) and press ( ). The text size, style, underline/frame setting, and Caps/Num setting are not cleared.

**Text ( )**

To view the entered text, hold down ( ) and press ( ). All of the entered text, starting from the beginning, scrolls along the display, then the length of the text appears.

To change the units, press ( ) while the text is scrolling across the display. Press ( ) or ( ) until the desired unit appears, and then press ( ).

The current label length appears in the display for a short time.

**Feed ( )**

To feed out about 1” (24 mm) of tape at a time, hold down ( ) and press ( ). The message “FEED” appears while the tape is fed.

Do not press the tape cutter button while feeding, as this will cause the tape to jam.

**Print ( )**

To print the tape cutter button while feeding, as this will cause the tape to jam.

**Function keys**

- Print key
- On/Off key
- Caps key
- Num key
- Space key
- Code key
- Backspace key
- LCD display
- Tape cutter button

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### Advanced functions

**Changing text size ( )**

To select a text size, hold down ( ) and press ( ).

The currently selected size is displayed and is shown by the indicator at the top of the display. Keep ( ) held down and press ( ) until your desired text size appears and is indicated at the top of the display. The selected text size applies to the entire text.

The following five text sizes are available:

- SIZE1
- SIZE2
- SIZE3
- SIZE4
- SIZE5

**Changing text style ( )**

To select a text style, hold down ( ) and press ( ).

The currently selected style is displayed. Keep ( ) held down and press ( ) until your desired text style appears.

The selected text style applies to the entire text.

The following nine text styles are available:

- NORMAL
- OUTLINE
- BOLD
- NORMAL/OUTLINE
- BOLD/OUTLINE
- BOLD/ITALIC
- BOLD/ITALIC/OUTLINE
- BOLD/ITALIC/SHADOW
- BOLD/ITALIC/OUTLINE/SHADOW

**Add a symbol ( )**

To enter a symbol, press ( ). After the message “A–Z?” appears, press the letter key of the desired symbol. Your text reappears on the display with the selected symbol added.

To clear the list of available symbols and return to the current text, press ( ) instead of pressing ( ).

The following symbols are available:

<table>
<thead>
<tr>
<th>Symbols</th>
</tr>
</thead>
</table>

- • On/Off ( )
- • Code ( )
- • Num ( )
- • Space ( )
- • Return ( )

To print multiple copies of the current text with its formats, hold down ( ) and press ( ). After the message “1–9?” appears, press the number key of the desired number of labels you want to print. Press ( ) to print the specified number of labels.

**Using preset formatted layouts ( )**

To select an auto format, hold down ( ) and press ( ).

After the message “1–9?” appears, press the key corresponding to the desired number of labels that you want to print. Press ( ) to print the specified number of labels.

**Repeat printing ( )**

To print multiple copies of the current text with its format, hold down ( ) and press ( ). After the message “1–9?” appears, press the key corresponding to the desired number of labels that you want to print. Press ( ) to print the specified number of labels.

**Changing text size ( )**

To select a text size, hold down ( ) and press ( ).

The currently selected size is displayed and is shown by the indicator at the top of the display. Keep ( ) held down and press ( ) until your desired text size appears and is indicated at the top of the display. The selected text size applies to the entire text.

The following five text sizes are available:

- SIZE1
- SIZE2
- SIZE3
- SIZE4
- SIZE5

**Changing text style ( )**

To select a text style, hold down ( ) and press ( ).

The currently selected style is displayed. Keep ( ) held down and press ( ) until your desired text style appears.

The selected text style applies to the entire text.

The following nine text styles are available:

<table>
<thead>
<tr>
<th>Text style</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Symbols</th>
</tr>
</thead>
</table>

- • On/Off ( )
- • Code ( )
- • Num ( )
- • Space ( )
- • Return ( )

To print multiple copies of the current text with its formats, hold down ( ) and press ( ). After the message “1–9?” appears, press the key corresponding to the desired number of labels that you want to print. Press ( ) to print the specified number of labels.

**Using preset formatted layouts ( )**

To select an auto format, hold down ( ) and press ( ).

After the message “1–9?” appears, press the number key of the desired format. After the format name appears, press ( ) to view each of the format settings (text size, style and underline/frame). Press ( ) to select the displayed format, then enter the text. The label will be printed with the format settings of the selected auto format.

The following formatted layouts are available:

<table>
<thead>
<tr>
<th>Layouts</th>
</tr>
</thead>
</table>

**Repeat printing ( )**

To print multiple copies of the current text with its format, hold down ( ) and press ( ). After the message “1–9?” appears, press the number key of the desired number of labels that you want to print. Press ( ) to print the specified number of labels.

**Changing text size ( )**

To select a text size, hold down ( ) and press ( ).

The currently selected size is displayed and is shown by the indicator at the top of the display. Keep ( ) held down and press ( ) until your desired text size appears and is indicated at the top of the display. The selected text size applies to the entire text.

The following five text sizes are available:

- SIZE1
- SIZE2
- SIZE3
- SIZE4
- SIZE5

**Changing text style ( )**

To select a text style, hold down ( ) and press ( ).

The currently selected style is displayed. Keep ( ) held down and press ( ) until your desired text style appears.

The selected text style applies to the entire text.

The following nine text styles are available:

<table>
<thead>
<tr>
<th>Text style</th>
</tr>
</thead>
</table>

- • On/Off ( )
- • Code ( )
- • Num ( )
- • Space ( )
- • Return ( )

To print multiple copies of the current text with its formats, hold down ( ) and press ( ). After the message “1–9?” appears, press the key corresponding to the desired number of labels that you want to print. Press ( ) to print the specified number of labels.

**Using preset formatted layouts ( )**

To select an auto format, hold down ( ) and press ( ).

After the message “1–9?” appears, press the number key of the desired format. After the format name appears, press ( ) to view each of the format settings (text size, style and underline/frame). Press ( ) to select the displayed format, then enter the text. The label will be printed with the format settings of the selected auto format.

The following formatted layouts are available:

<table>
<thead>
<tr>
<th>Layouts</th>
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**Repeat printing ( )**

To print multiple copies of the current text with its format, hold down ( ) and press ( ). After the message “1–9?” appears, press the number key of the desired number of labels that you want to print. Press ( ) to print the specified number of labels.