

TUBEE'S® HI-LOW LASER SHEETS

RTP/100 TUBEE'S® Hi-Low laser sheets, large

The following information will facilitate accurate configuration of the most popular word processing packages for use with the above labels.

Note that not all laser printers are capable of being configured to use the top and bottom rows of labels. The main settings given are to make use of all rows, try them first. If you find that these settings are unsatisfactory (typically only able to print one line of text on each label), change to the "Alternate" settings. Hand feeding is recommended although automatic feeding may be acceptable depending on the printer. NB. Duplex printers must be set to single side printing.

WordPerfect for Windows

Select "Format", "Labels" from the top menu, then click on 'create'. In label description, type "TUBEE'S Hi-Low, large". Label sheet size must be set to A4, 210mm x 297mm .

| | |
|-------------------------|-------------------------------------|
| Label size | Top left label |
| Width: 33mm | Top edge: 2.0mm , Alternate: 19.0mm |
| Height: 12.8mm | Left edge: 8.0mm |
| Labels per page | Distance between labels |
| Columns: 5 | Columns: 7.5mm |
| Rows: 18, Alternate: 16 | Rows: 3.6mm |

It is recommended that all label margins are set to 0. Click on 'OK' and then 'Select', to use your configuration.

Word for Windows

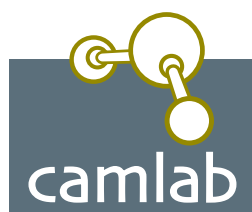
Click on "Tools", "Envelopes" and "Labels".
Select "Labels", then "Options"
Click on "New label"

Set page size to: A4 (21x29.7cm)
In label name, type "TUBEE'S Hi-Low, large"

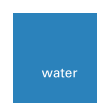
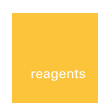
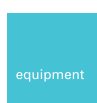
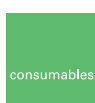
| | |
|-------------------------------------|--------------------------------|
| Top margin: 0.2cm, Alternate: 1.9cm | Label height: 1.3cm |
| Side margin: 0.8cm | Label width: 3.3cm |
| Vertical pitch: 1.64cm | Number across: 5 |
| Horizontal pitch: 4.05cm | Number down: 18, Alternate: 16 |

The above settings may be used for earlier versions of WordPerfect or Word although terminology may vary.

Please note: Contact our customer services department on 01954 233120 to ensure labels are compatible with your printer.



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