



Sumitag STP-300 SS Printer Set-Up & Software Installation Guide



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www.seipusa.com

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This is a legal agreement between you, the user, and Sumitomo Electric Interconnect Products, Inc. By installing SumiLabel, you agree to be bound by the terms of this agreement. If you do not agree to these terms, promptly return all items (systems, components, written materials, packaging) for a full refund.

The software is protected by United States copyright laws and international treaties. You may make one copy of the software solely for backup or archival purposes. You may not rent or lease the software or copy the written materials accompanying the software. You may not reverse engineer, de-compile, or disassemble the software.

Note: This guide is intended only to cover basic operation of and the most common procedures for your Sumitag® SS printer. For more information, please visit us on the web at www.sumisupport.com.

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I. Hardware Setup & Procedures

Unpacking and Inspection

This section is designed to assist you in readying the printer for use. Please consider it carefully in order to ensure that you have received all the necessary components for proper operation.

1. Remove the top foam packing piece.
2. Lift printer straight up and out of the box carefully, with adequate assistance.
3. Remove and inspect the accessory kit and supplies.



Important: Save box and all packing materials for future use, in the event the printer needs to be shipped. Units returned for service in non-approved packaging may void the warranty or increase repair costs due to shipping damage.

Verify that the printer box contains the following materials:

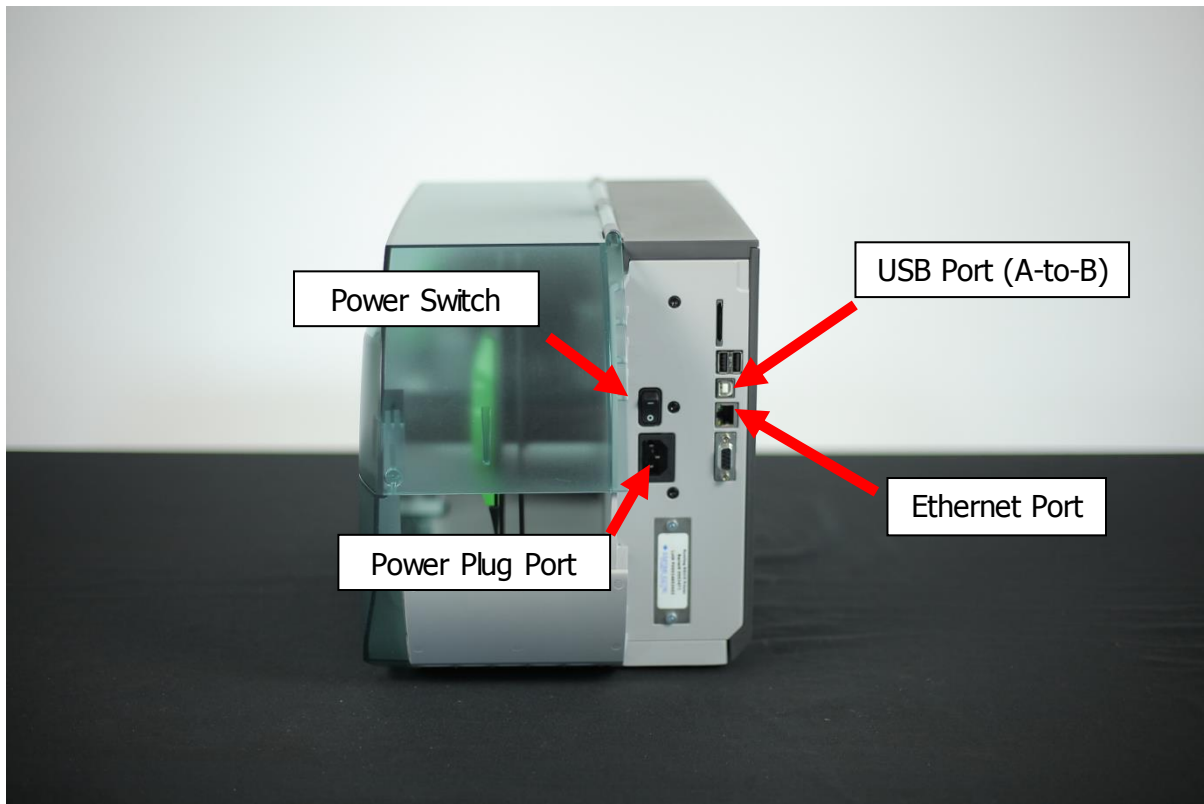
- Sumitag® SS Printer
- Power Cord
- USB A-to-B cable
- USB flash drive containing SumiLabel and IMM software, PDF manual, drivers and other utilities.
- A sample ribbon roll with take-up ribbon core (preinstalled on the unit)
- SumiLabel Software and IMM Activation Card

Connecting Printer and Computer

To connect your Sumitag® printer to your computer, you must connect the printer via USB or ethernet. A USB cable is provided with the printer for your convenience. Refer to *Figure 1* below for the labeled ports.

Important: Use the cables that came with the printer, as they have been tested to ensure proper printing.

Figure 1



Procedure 1a – Loading the Ribbon

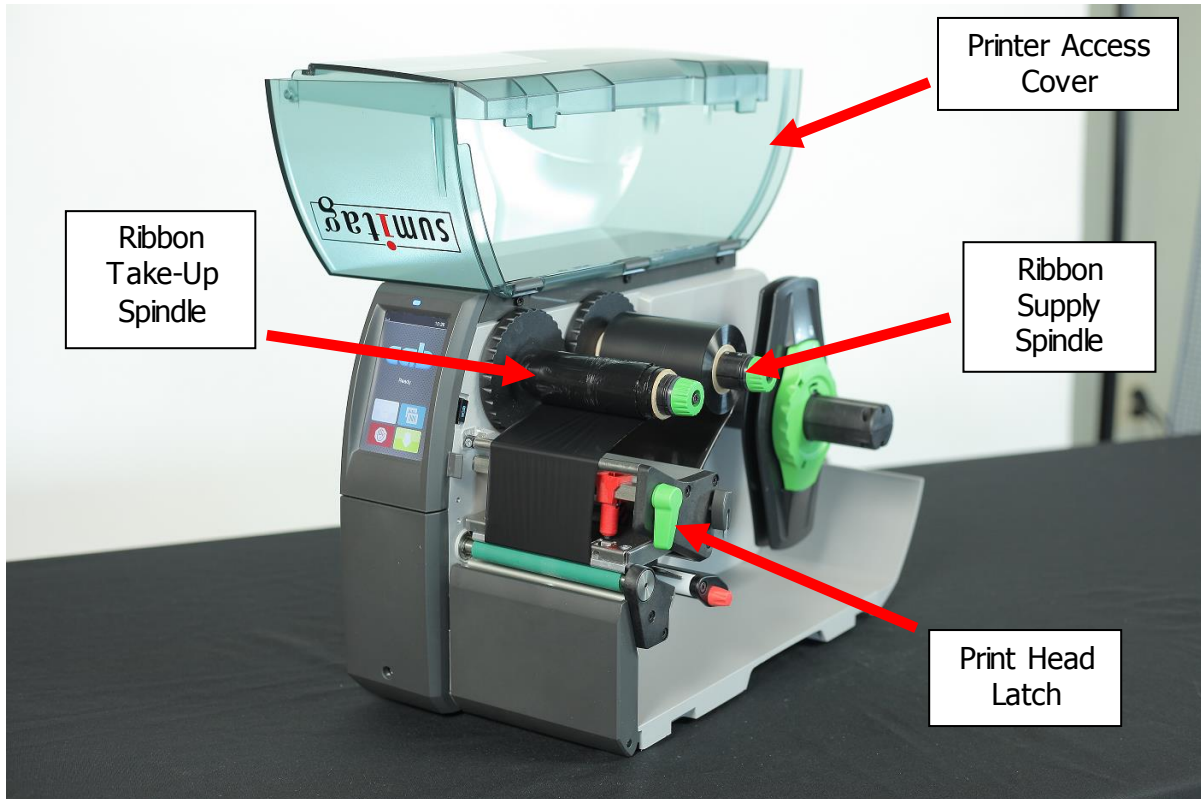


Figure 2

1. Open the **Printer Access Cover**.
2. Rotate the **Print Head Latch** counter-clockwise to open the print head module.
3. Unwrap the ribbon, and place the **Ribbon Supply Roll** on the **Ribbon Supply Spindle** located towards the back of the printer. Slide the core all the way to the back of the spindle.
4. Place the **Ribbon Take-up** core on the **Ribbon Take-Up Spindle**, located towards the front of the printer. Slide the core all the way to the back of the spindle.
5. Route the ribbon under the print head mechanism and around the back of the **Ribbon Take-Up Core**, then attach with tape to the **Ribbon Take-Up Core**.
6. Tighten ribbon by manually rotating the **Take-Up Core** counter-clockwise.
7. To ensure proper ribbon operation, make sure that the ribbon is wound with the ink side out, feeds off the back of the **Ribbon Supply Spindle**, runs under the print head, and is re-wound on the Take-Up spindle starting from the back.

When properly loaded as shown in *Figure 2*, the **Ribbon Supply** will rotate clockwise and the **Ribbon Take-Up** will rotate counter-clockwise. Proper ribbon loading technique is also shown on the diagram inside the **Printer Access Cover**.

Procedure 1b – Installing the Cutter

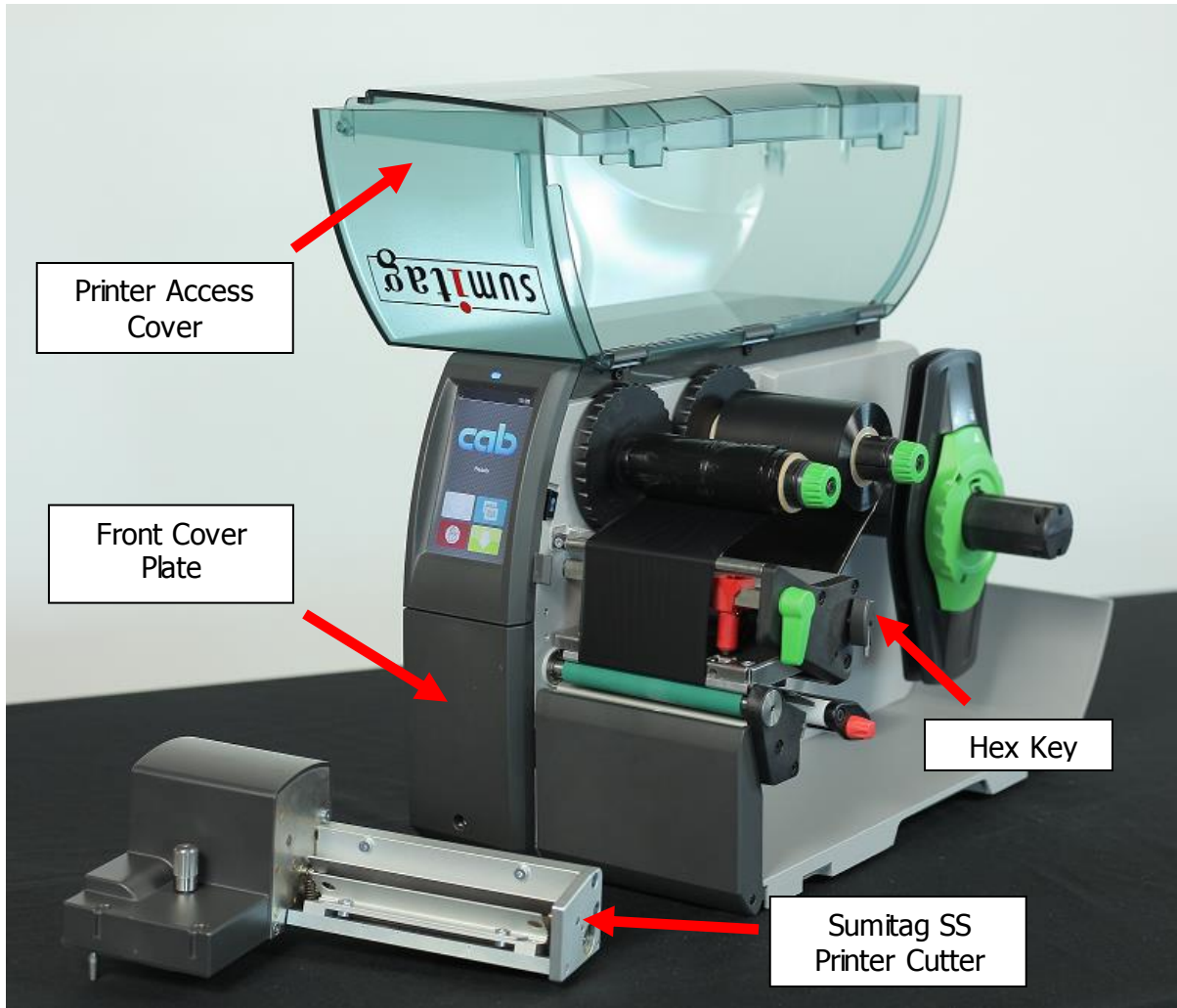
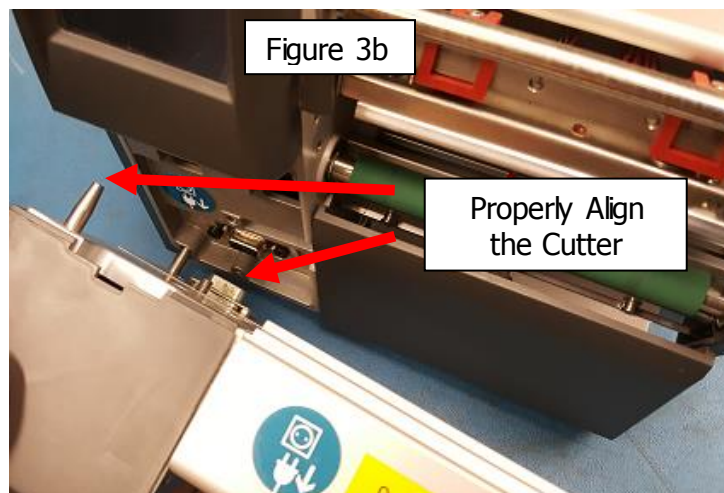


Figure 3a

1. Power off the printer.
2. Open the **Printer Access Cover**.
3. Remove the mounting screw on the **Front Cover Plate** with the provided **Hex Key**. Remove the **Front Cover Plate**. See *Figure 3a*
4. Line up the back of the cutter with the mounting points on the printer. See *Figure 3b*



5. After mounting the cutter, turn the thumbscrew a few turns clockwise to lock the cutter into place. *See Figure 3c*

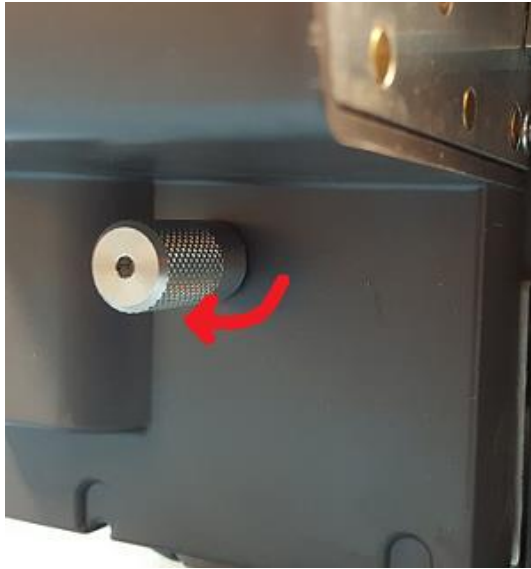


Figure 3c

6. Power on the printer. The cutter will calibrate and cycle a cut.
CAUTION! Keep clear of the cutter opening when cutter is in use!
7. The cutter is now ready to use with the printer.



Procedure 2a – Loading Sumitag Continuous Tubing

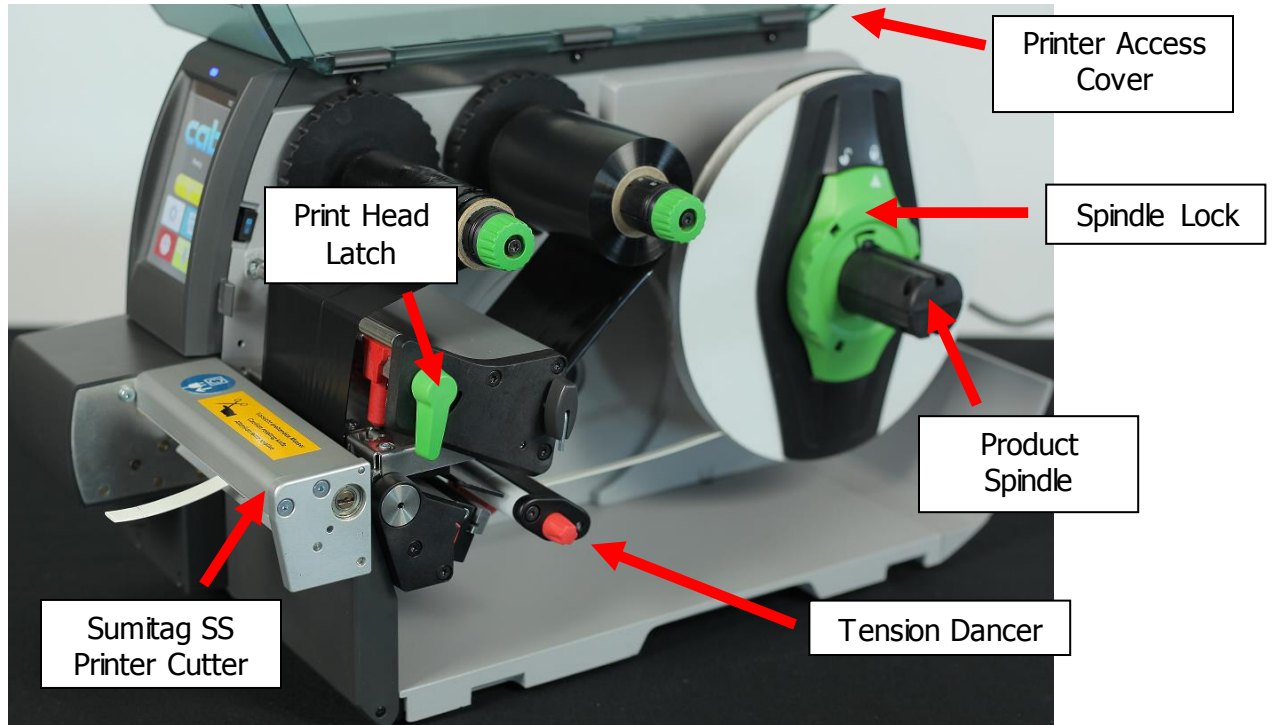


Figure 3a

1. Open the **Printer Access Cover**.
2. Rotate the green **Print Head Latch** counter-clockwise to open the print head.
3. Unlock and remove the **Spindle Lock** from the **Product Spindle**.
4. Slide the Sumitag® tubing spool onto the **Product Spindle**. Tubing should be feeding clockwise from under the spool.
5. Route the Sumitag HPC tubing through the printer as follows:
 - a. First, guide the tubing under the Print Head and out through the cutter.
 - b. Slide the tubing under the **Tension Dancer** between the red guide fingers.
 - c. Using the red knob, adjust the red fingers until they are in close proximity, but not touching, the tubing on each side.

Important: The tubing should move freely between the guides.

6. Slide the sensor out over the tubing so that the amber LED is directly over the tubing. See Figure 3b

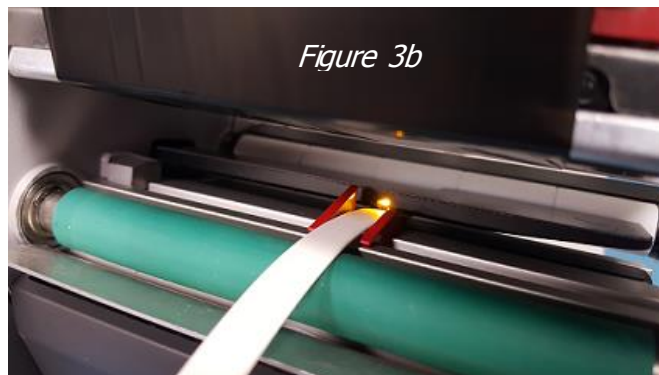


Figure 3b

7. Turn the **Print Head Latch** clockwise to the fully closed position. You are now ready to print.

Procedure 2b – Loading Sumitag Formatted Product

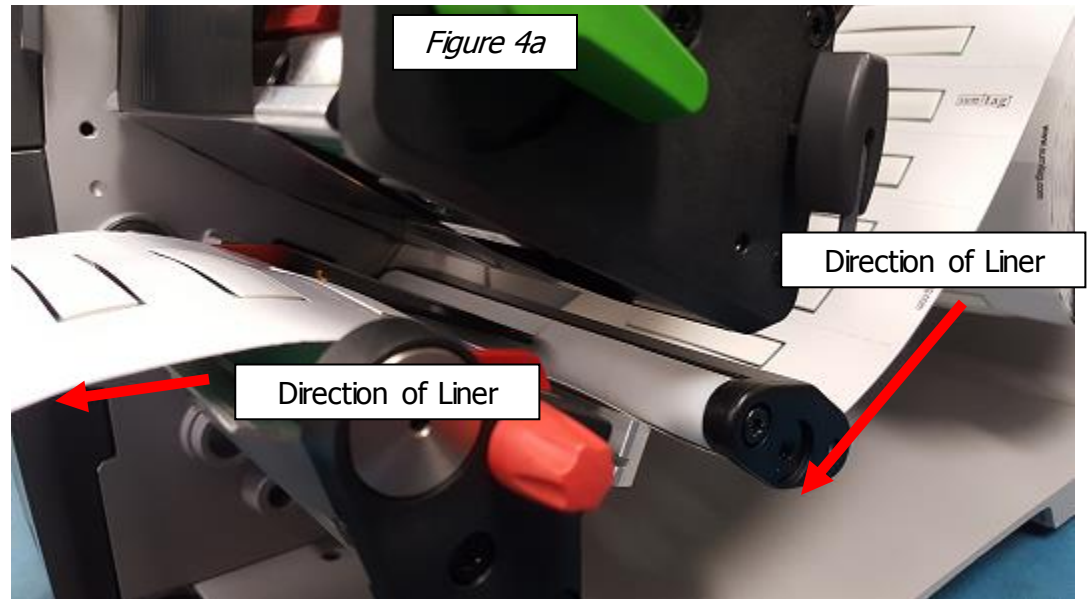


In addition to being able to print on spooled tubing, the Sumitag SS Printer can also run on formatted product. The following steps will show how to load and calibrate this product.

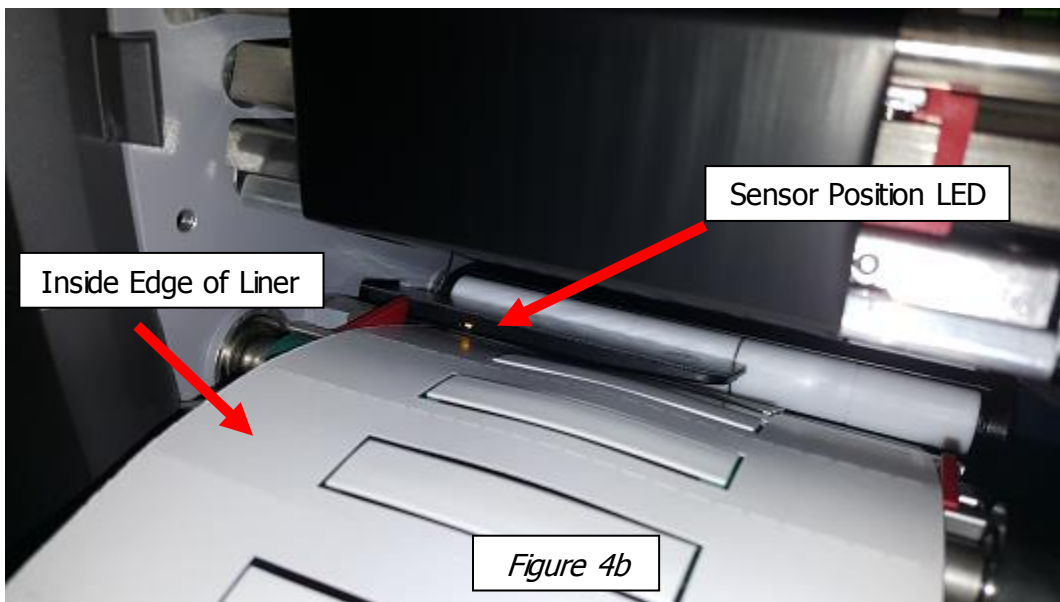
Important: The Cutter will not be used when using Formatted Product

1. Open the **Printer Access Cover**.
2. Rotate the green **Print Head Latch** counter-clockwise to open the print head.
3. Unlock and remove the **Spindle Lock** from the **Product Spindle**
4. Slide the Sumitag® formatted spool onto the **Product Spindle**. The liner should be feeding counter-clockwise from the top of the spool.

5. Route the Sumitag Formatted Product through the printer as follows:
 - a. Guide the liner under the **Tension Dancer** and the sensor, then finally under the Print Head. Pull it out through the front opening. See *Figure 4a*



- b. Using the red knob, adjust the red fingers until they are in close proximity, but not touching, the liner on each side.
Important: The liner should move freely between the guides.
6. Slide the sensor out over the inside **Edge of Liner** so that the amber LED is directly over the position. See *Figure 4b*
Close down the Print Head.



Procedure 3a – Calibrating Sumitag Formatted Product



Before printing on Sumitag Formatted Product, it must first be calibrated in the printer. With the product loaded (See Procedure 3a for loading instructions) and the print head closed, it is now ready for calibration.

1. On the front panel, tap the feed icon . The printer will calibrate and feed out approximately 2-4 markers then stop.
2. Press  again. If calibrated correctly it will only feed one marker at a time. If it does not, open the print head and check the sensor location (See *Figure 4b*). Close print head and press the feed icon.
3. After calibration is complete, open the print head and roll back the excess fed markers. Close print head
4. Your Formatted Product is now calibrated on the printer and is ready for printing.

II. Software Installation

Included with your new Sumitag® printer will be a USB flash drive containing several pieces of software—including SumiLabel and IMM—which work in tandem to provide a world-class marking experience. The software suite can be installed in several different ways, depending on the needs of your organization.

An internet connection is required for activation of the IMM and SumiLabel software. SEIP understands that not all organizations have the required connectivity and security permissions to allow this. If necessary, the installation and activation process can be completed over the phone or e-mail, at your discretion.

The foundation of the Sumitag® experience is IMM, which should be installed first.

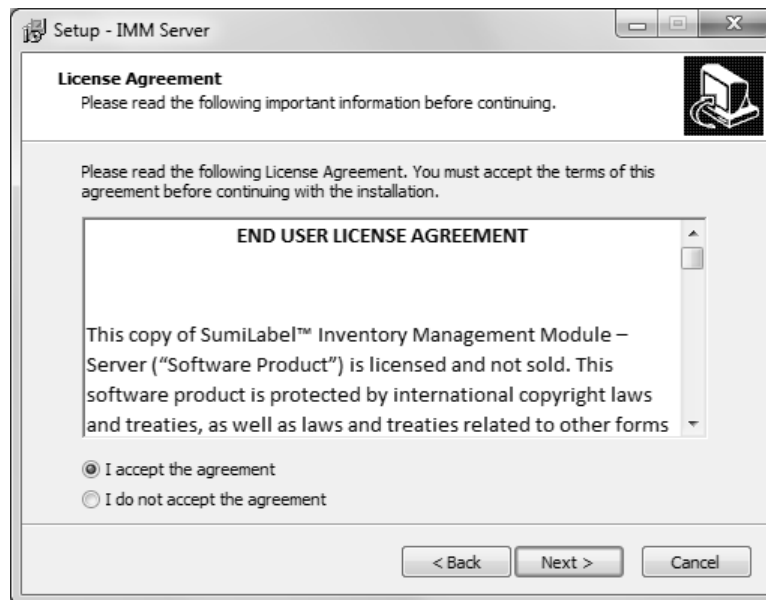
Installing IMM

IMM, or the “Inventory Management Module”, is the portion of the software suite which handles the QR Codes used for inventory control. Spools of SumiMark® and SumiTag® tubing are stored and processed by their unique code within this module.



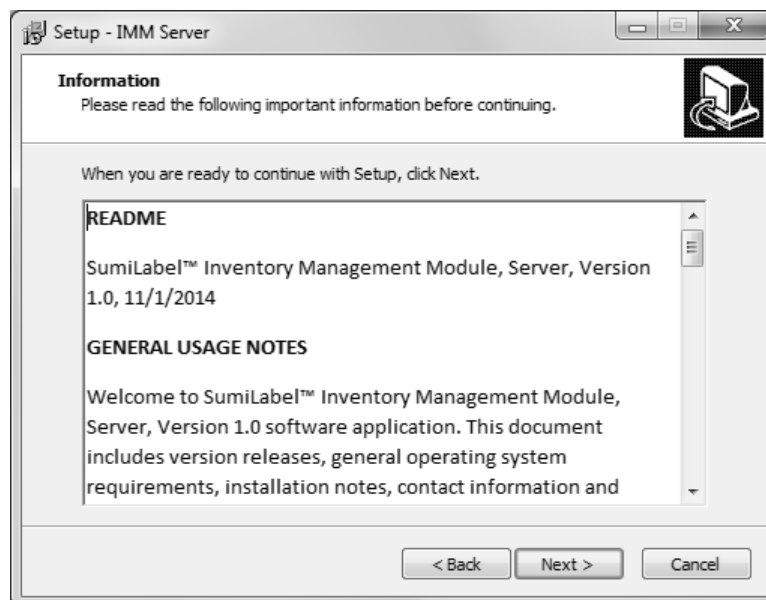
Welcome to the IMM wizard

As advised by the “Welcome” screen, you would do well to close other applications during the installation process.



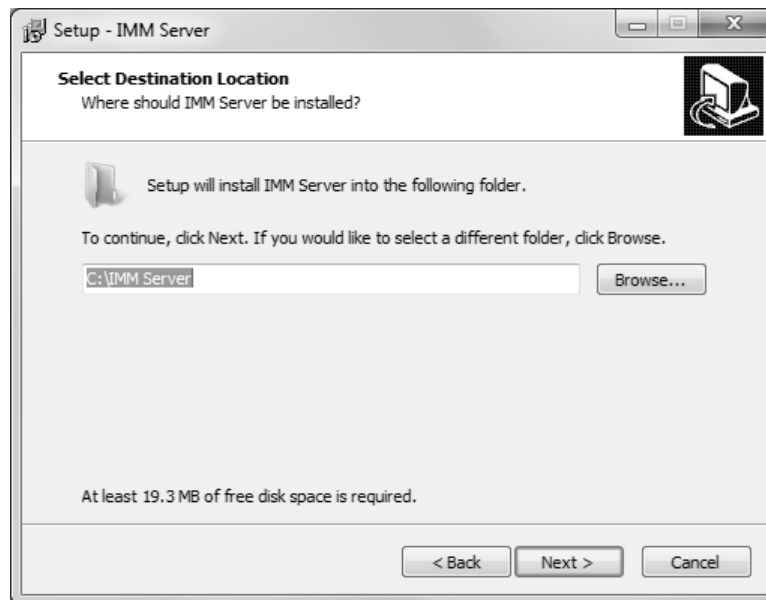
License to fill (your inventory with product)

As with all software, the use of IMM is bound by an End User License Agreement. Be sure to peruse the agreement and select “I accept the agreement” once you are satisfied.



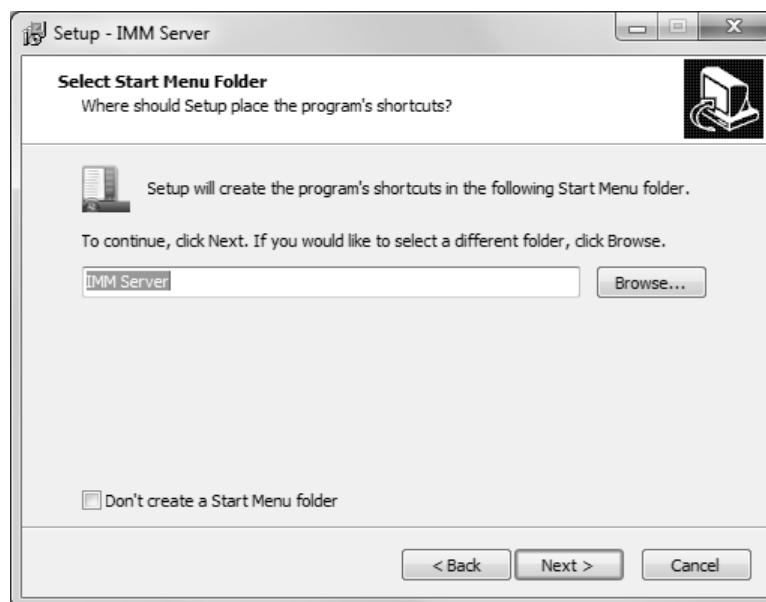
Just the basics

The Readme included with IMM Setup familiarizes you with the system requirements, installation steps, and contact information for technical support. Take a look and click “Next >” when you’re ready.



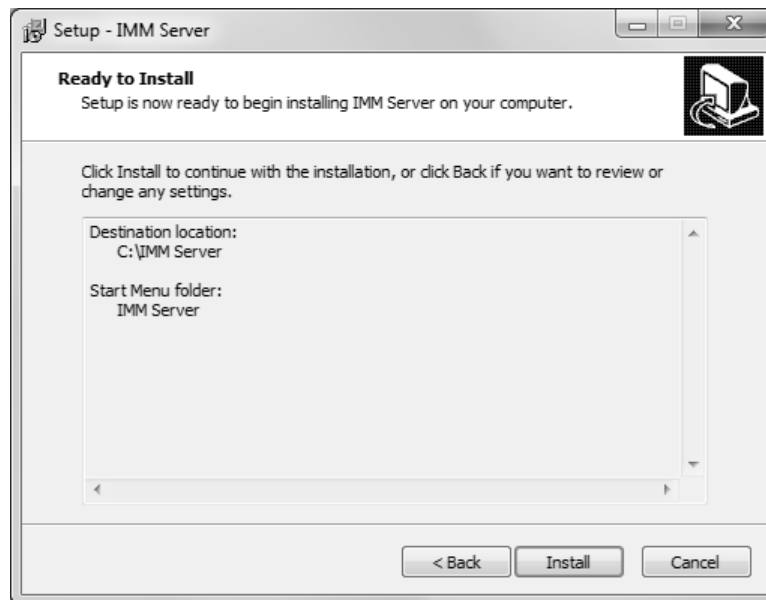
Pick a folder, any folder

If you like, you may change the directory to which IMM will be installed. The default directory is "C:\IMM_Server", but it can be modified as necessary to best suit your situation. The "Browse..." button will open another window with a Folder Browser to assist you in selecting IMM's new home.



The beginning of a beautiful friendship

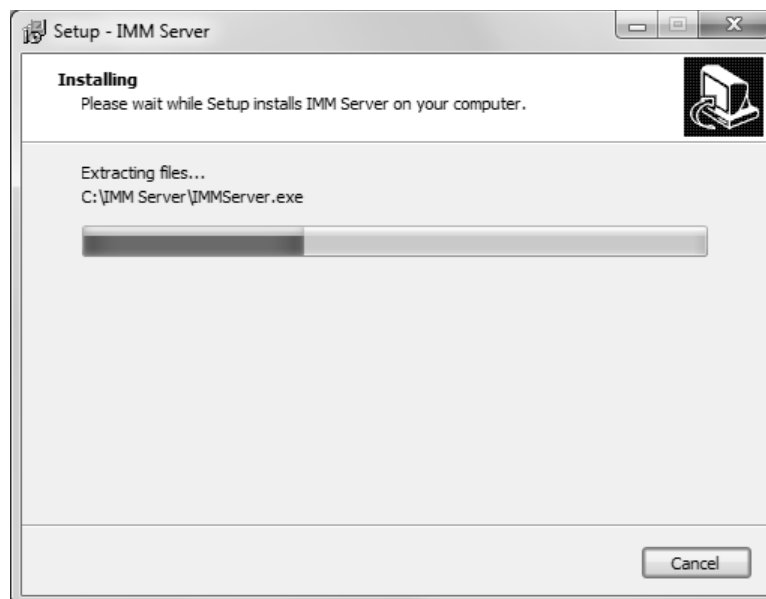
If you wish to customize the Start Menu folder that will be generated when IMM is installed, you may do so on this screen. If you wish to prevent Setup from creating a Start Menu folder, simply check the box labelled "Don't create a Start Menu folder".



IMM ready to go

The "Ready to Install" screen is your last opportunity to review the details of the installation before Setup proceeds to make them a reality.

NOTE: After you click "Install", you will be required to uninstall the software if you are dissatisfied with the installation directory, Start Menu folder, shortcuts, and more. Be sure to review this page to your satisfaction before continuing.



Watching installation bars fill is a reward unto itself

Give Setup a moment to process the installation tasks . . .

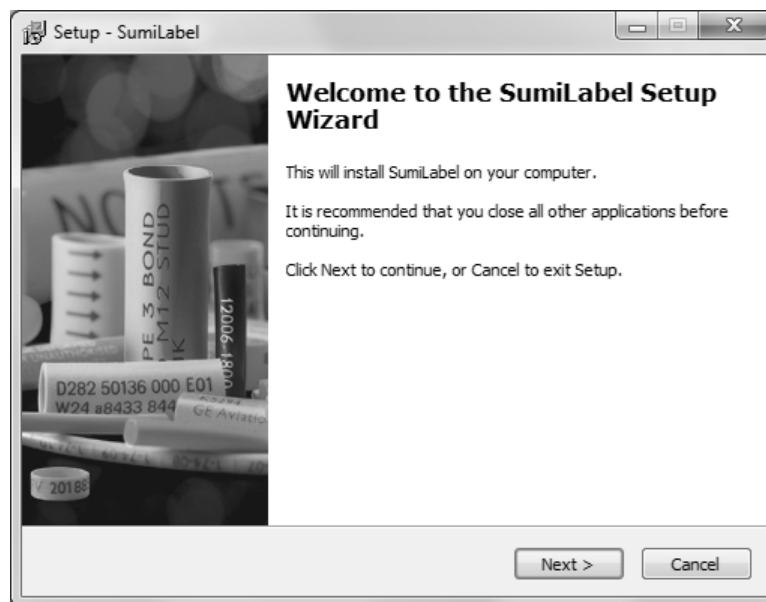


Enjoy!

And then you're done! IMM is installed and ready for activation. Your IMM Activation Serial Number is included in the accessory packaging. You can perform a self-activation with an internet connection. If you do not have an internet connection or are having problems with the activation, please contact us at 1+(760)-761-0600 ext. 258 or via email at Identification@seipusa.com.

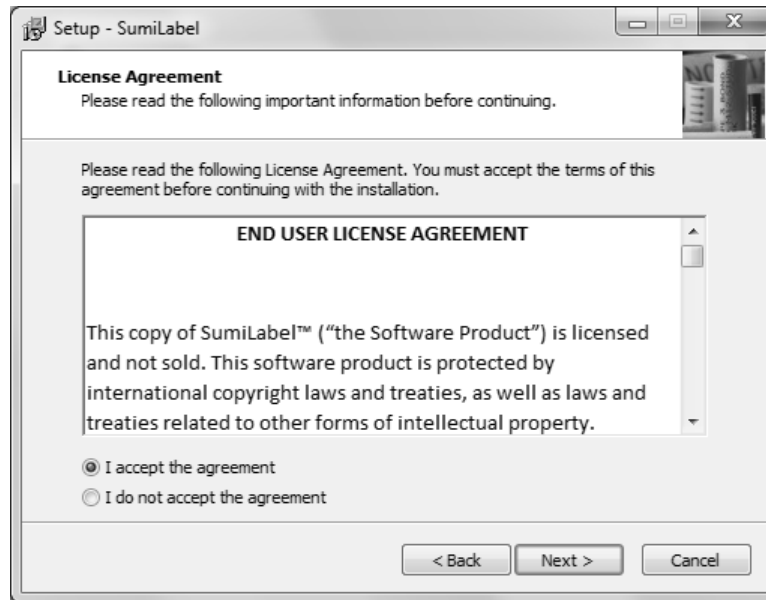
Installing SumiLabel

SumiLabel is the main portion of the software suite. It is where the markers are created, edited, and ultimately dispatched to the printer.



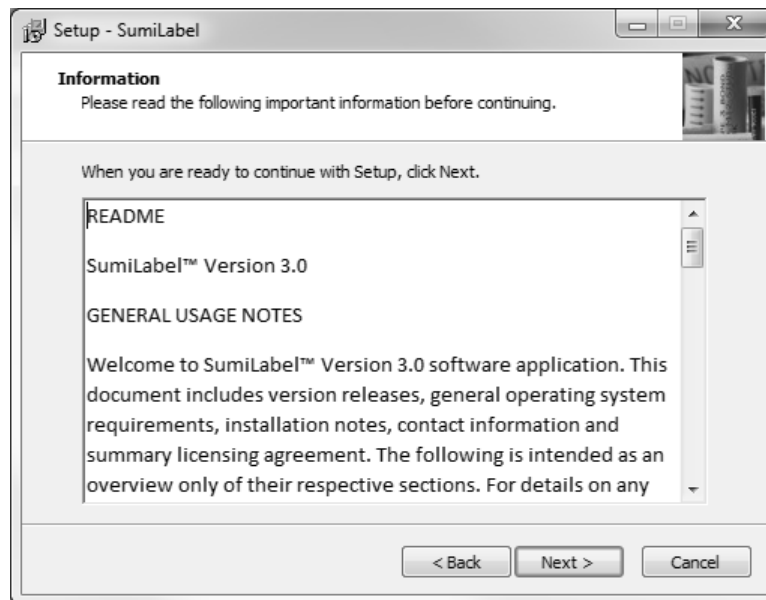
Welcome to SumiLabel!

Installing SumiLabel is as easy as following the prompts.



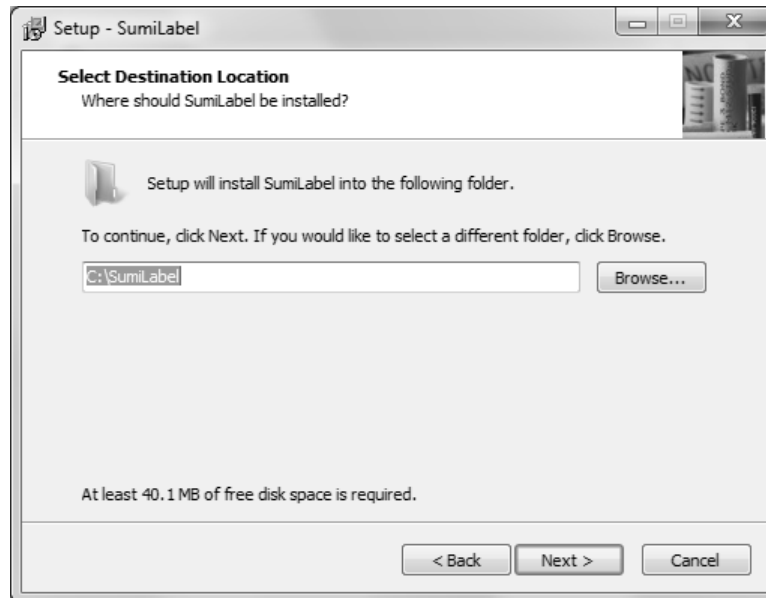
License now, registration later

As with all software, the use of SumiLabel is bound by an End User License Agreement. Be sure to peruse the agreement and then select "I accept the agreement".



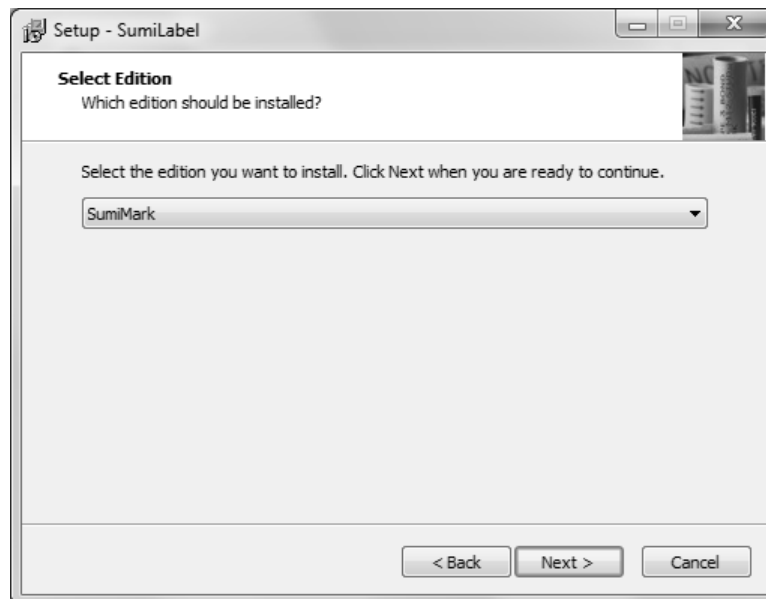
Just the basics

The readme included with SumiLabel setup familiarizes you with the system requirements, installation steps, and contact information for technical support. Peruse the information to your satisfaction, then click the Next button.



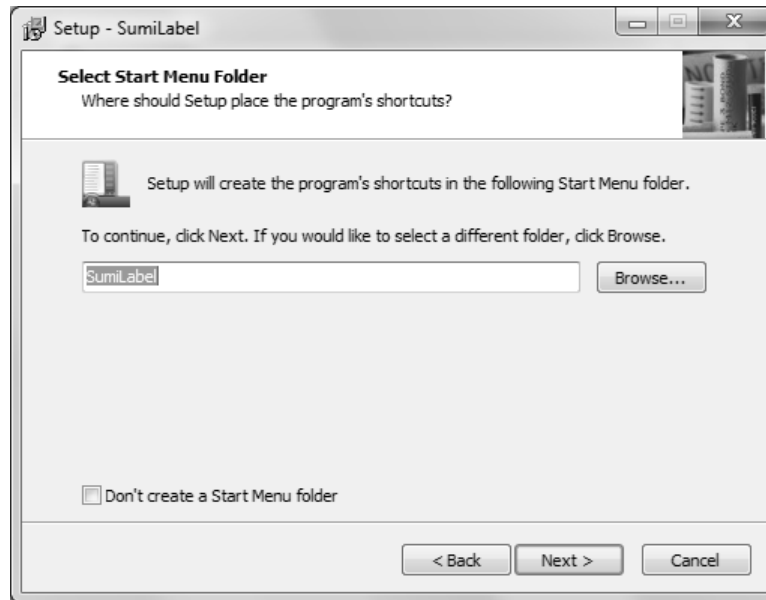
What's your destination?

If you like, you may change the directory in which SumiLabel will be installed. The default directory is "C:\SumiLabel", but it can be modified as necessary to best suit your organization's particular configuration of storage drives and directories. The "Browse..." button will open another window with a Folder Browser to assist you in selecting SumiLabel's new home.



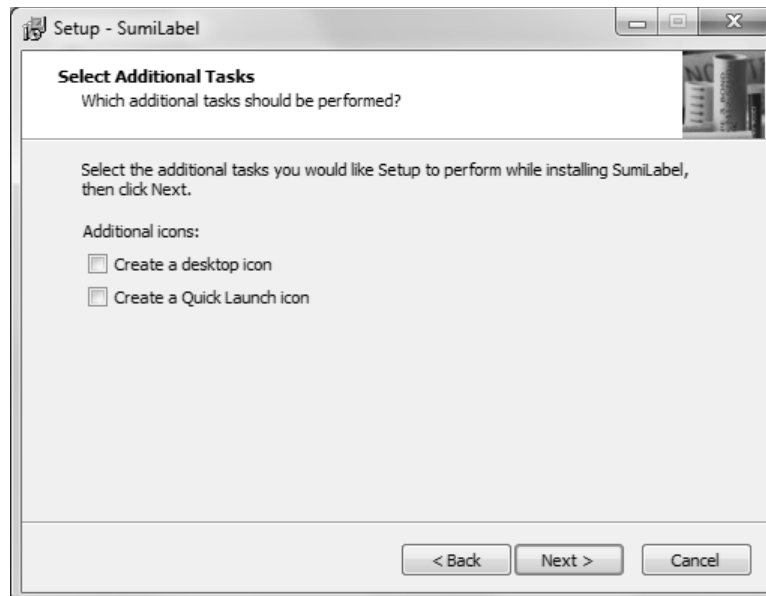
Unlimited edition

It is very important that you select the proper edition of SumiLabel software during installation for proper use. Selecting the wrong edition can result in unexpected software behavior, and a reinstall may be required to correct the issue. Choose "SumiMark" then click the Next button to proceed.



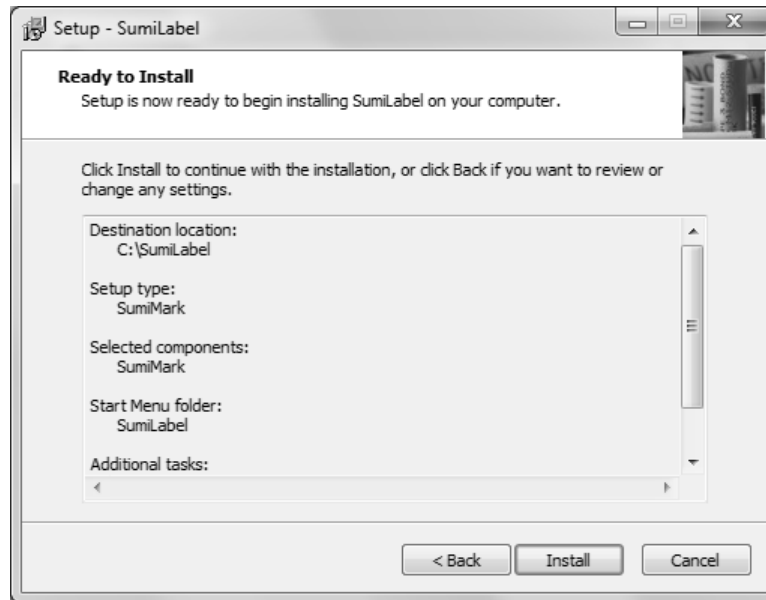
Let's start something new

If you wish to customize the Start Menu folder that will be generated when SumiLabel is installed, you may do so on this screen. If you wish to prevent Setup from creating a Start Menu folder, simply check the box labelled "Don't create a Start Menu folder".



And the kitchen sink

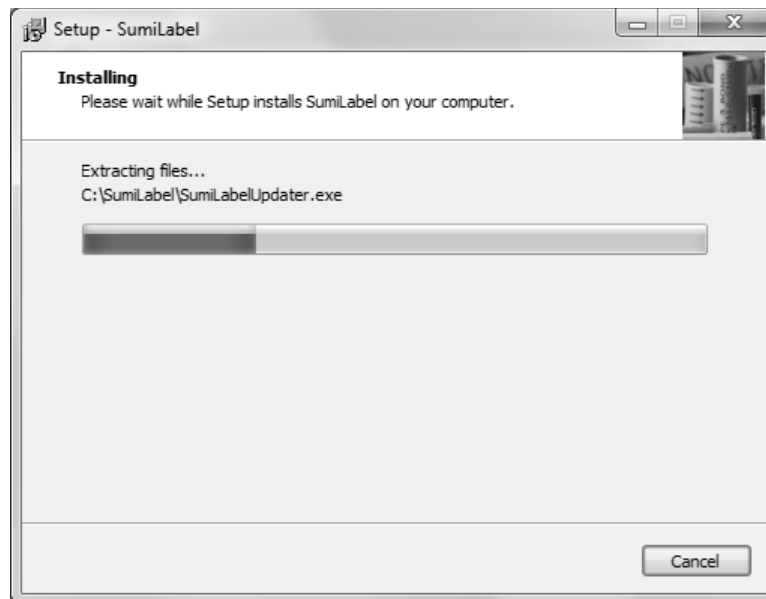
If you wish to have SumiLabel shortcuts on your Desktop or in your Quick Launch bar, check the appropriate boxes here, then click "Next >" to continue.



Final review

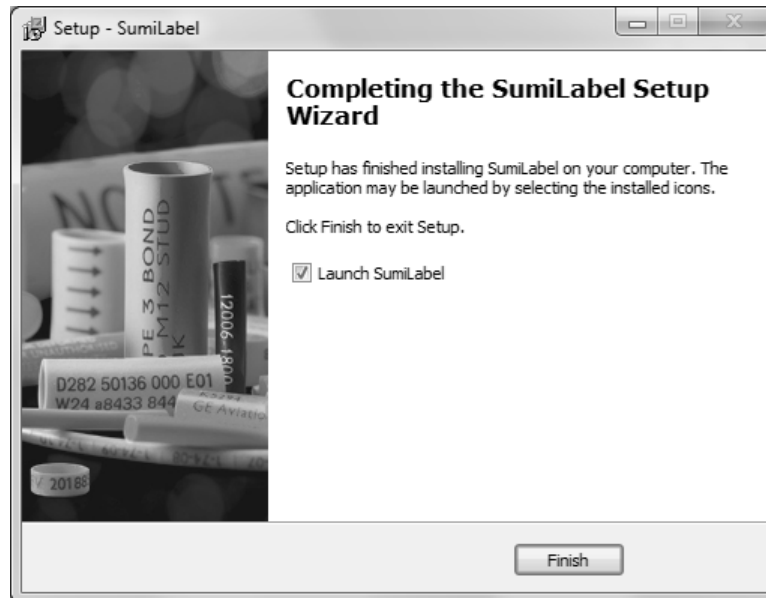
The "Ready to Install" screen is your last opportunity to review the details of the installation before Setup locks them in.

NOTE: After you click "Install", you will be required to uninstall the software if you are not content with the installation directory, Start Menu folder, shortcuts, and more. Be sure to review this page to your satisfaction before continuing.



That's the sound of progress

Give Setup a moment to process the installation tasks . . .



Let's label some markers, shall we?

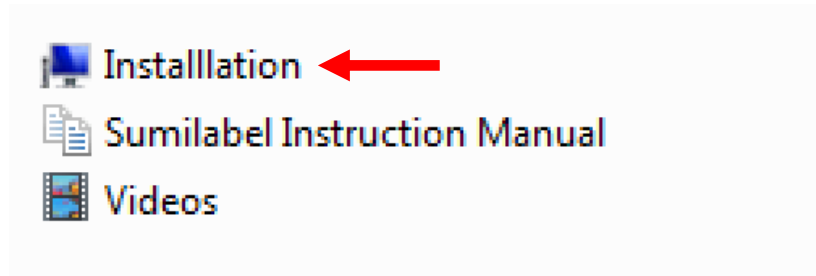
And then you're done! Sumilabel is installed and ready for activation. Your Sumilabel Activation Serial Number is included in the accessory packaging. You can perform a self-activation with an internet connection. If you do not have an internet connection or are having problems with the activation, please contact us at 1+(760)-761-0600 ext.255 or via email at Identification@seipusa.com.

Installing the Printer Driver

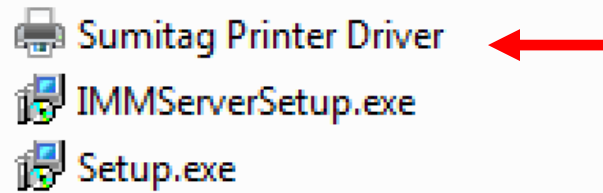
If you have just installed SumiLabel for the first time on the PC, it will be necessary for you to install the printer driver. For this example, the driver will be installed under the USB port.

1. Open the Sumitag USB on the PC

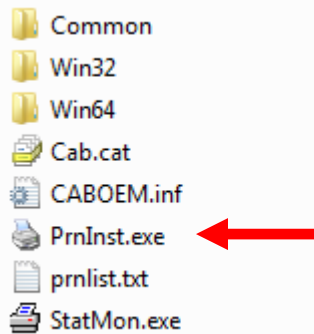
- a. Click on **Installation**:



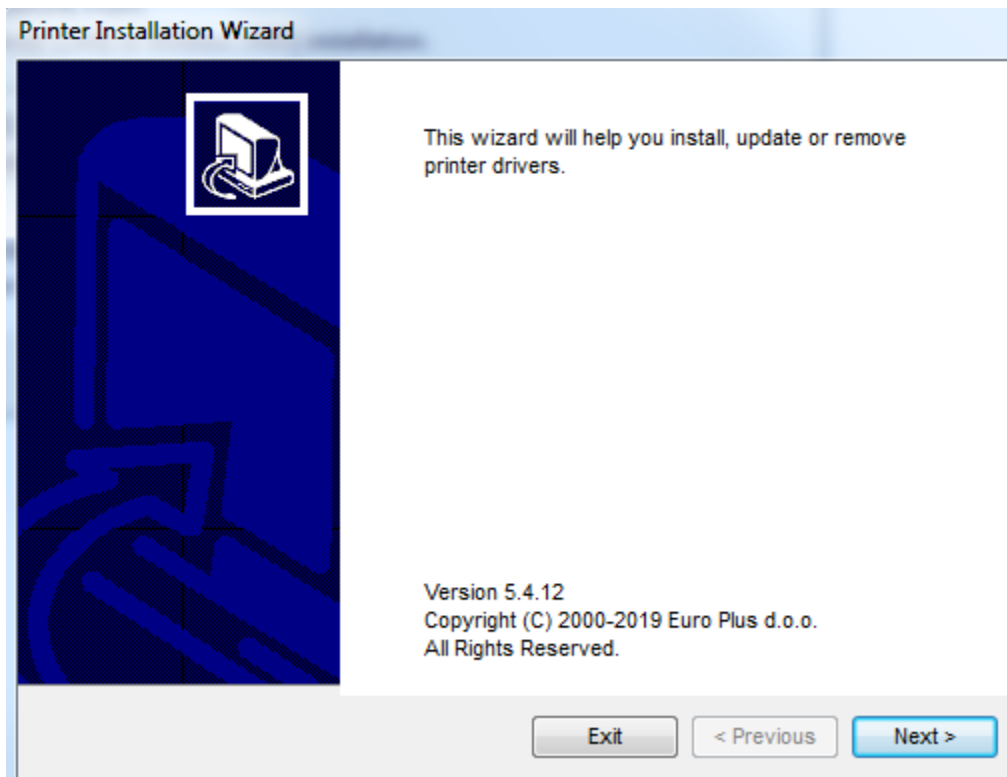
b. Then select **Sumitag Printer Driver**:



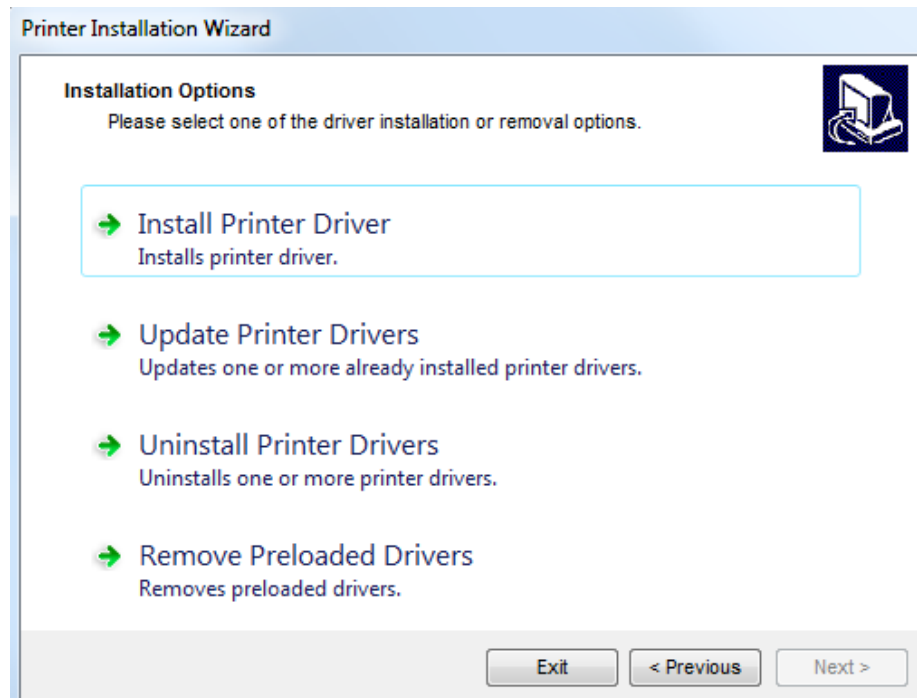
c. Select **PrnInst.exe**



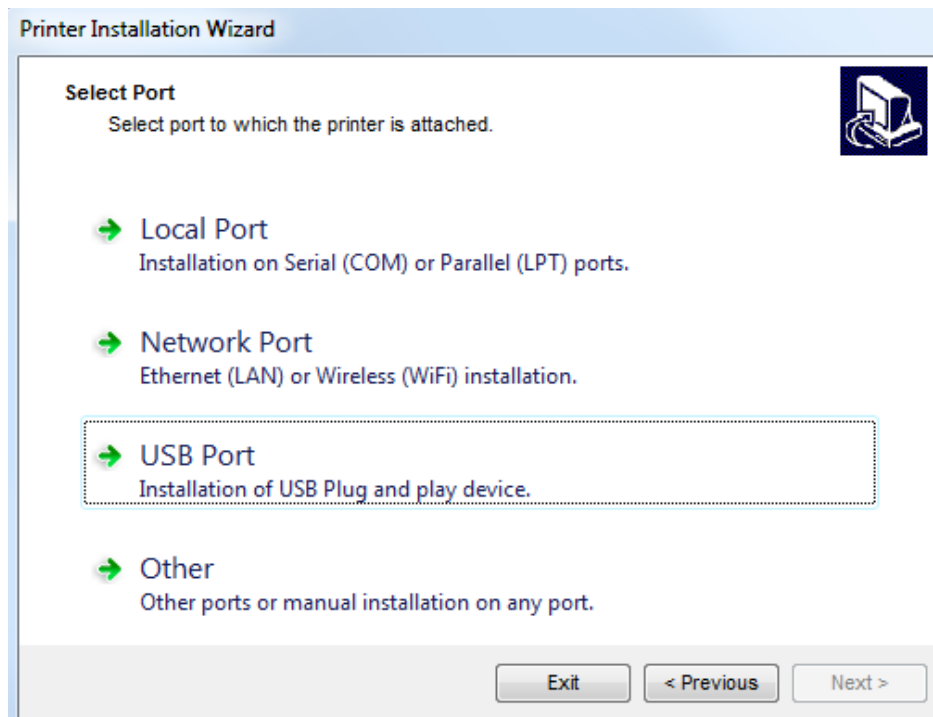
2. The **Printer Installation Wizard** will open. Select **Next**



a. Choose **Install Printer Driver**

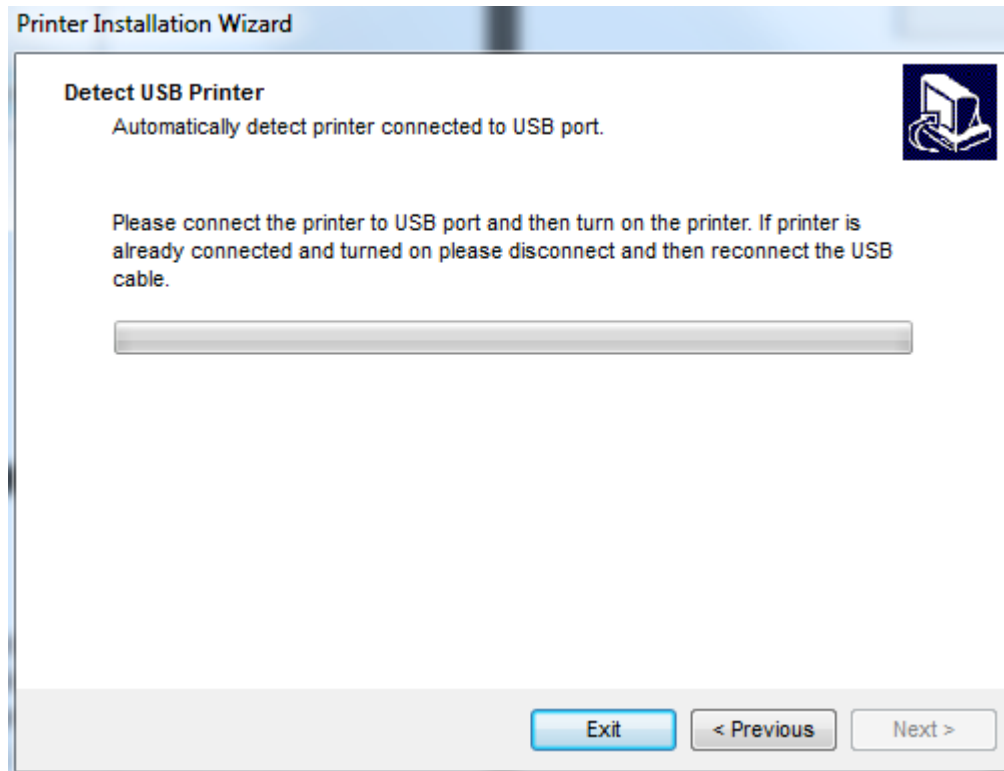


b. Then select **USB Port**

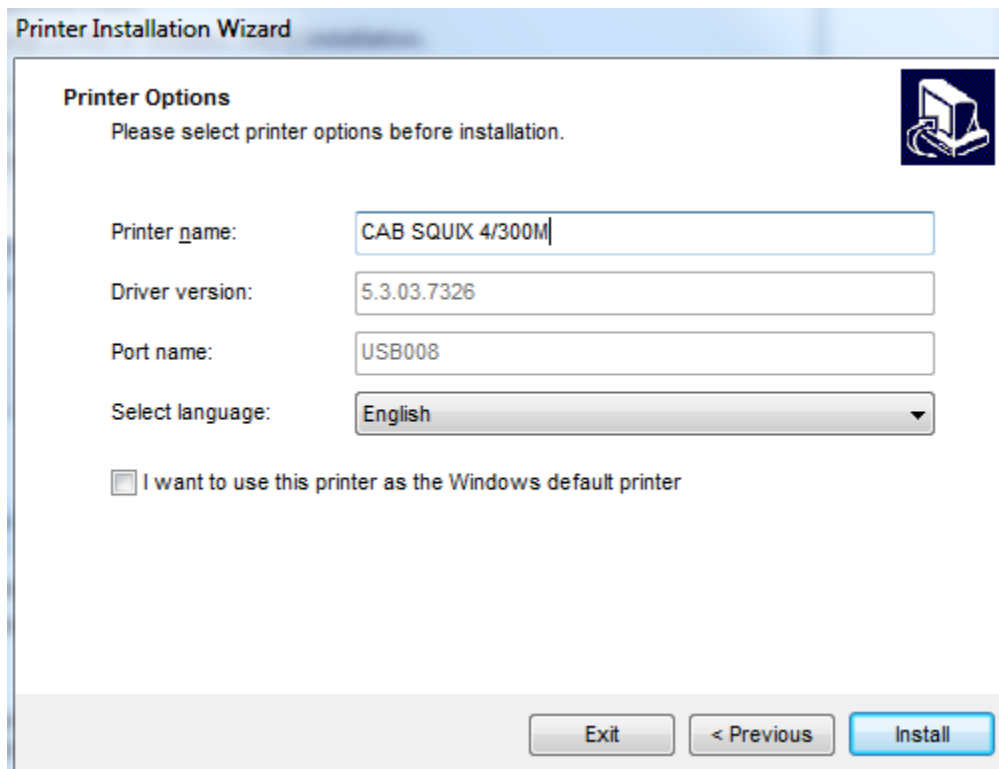


If you are going to connect your printer and host computer using Ethernet, "Network Port" will need to be selected. Before selecting it, proceed first to the section of the manual labeled **Print Driver Installation – Section B (Ethernet)**. Otherwise, continue with the next step for USB.

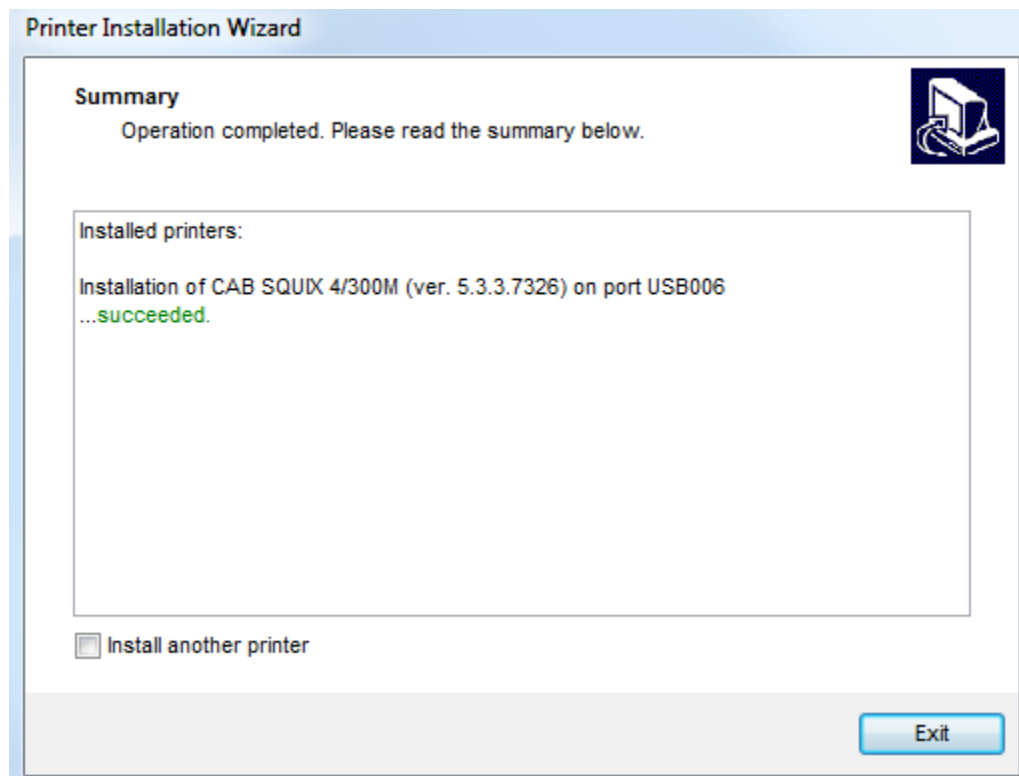
- c. Now the Wizard will attempt to detect your USB connected printer. Make sure the USB cable is connected and the printer is turned ON.



- d. Once the printer is detected, click **Install** to install printer driver.

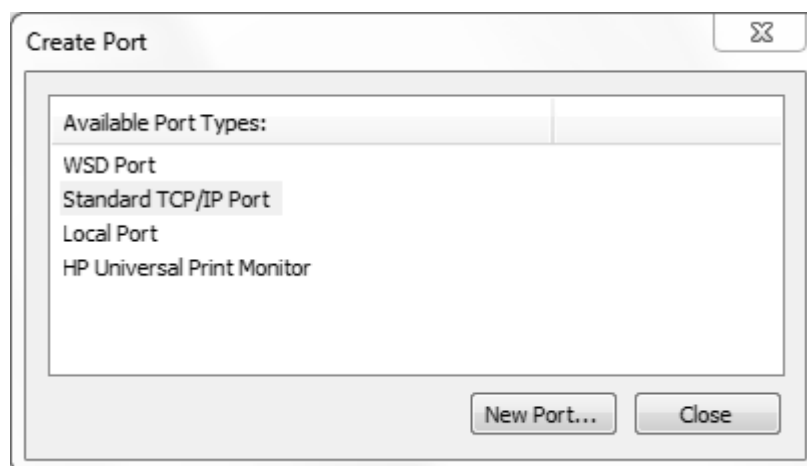


- e. When the **Summary** notification appears confirming the driver has installed successfully, click on **Exit** to close the Wizard.



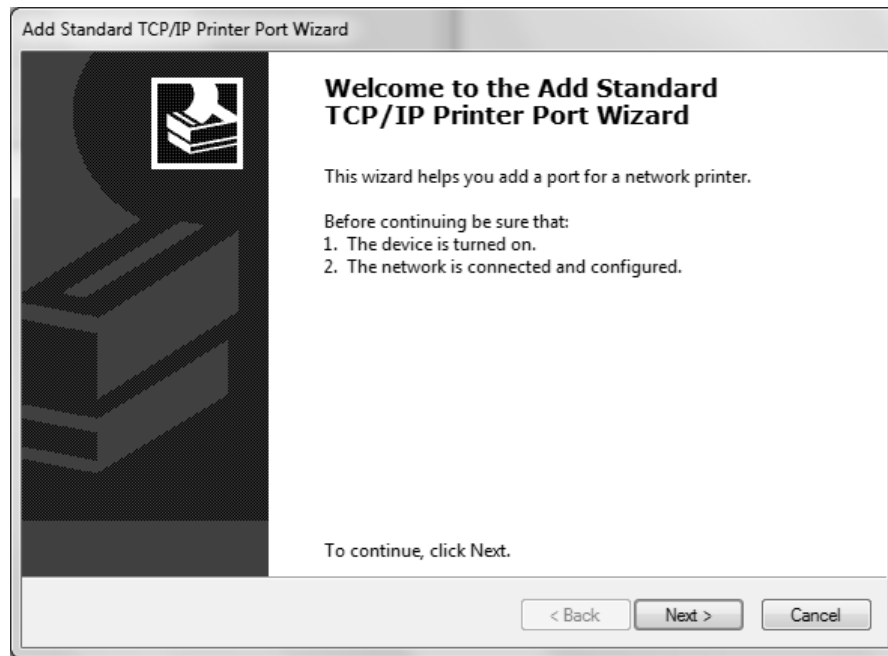
Print Driver Section B: (Ethernet)

First things first: let's set up a new TCP/IP port.



IP, IP, hooray

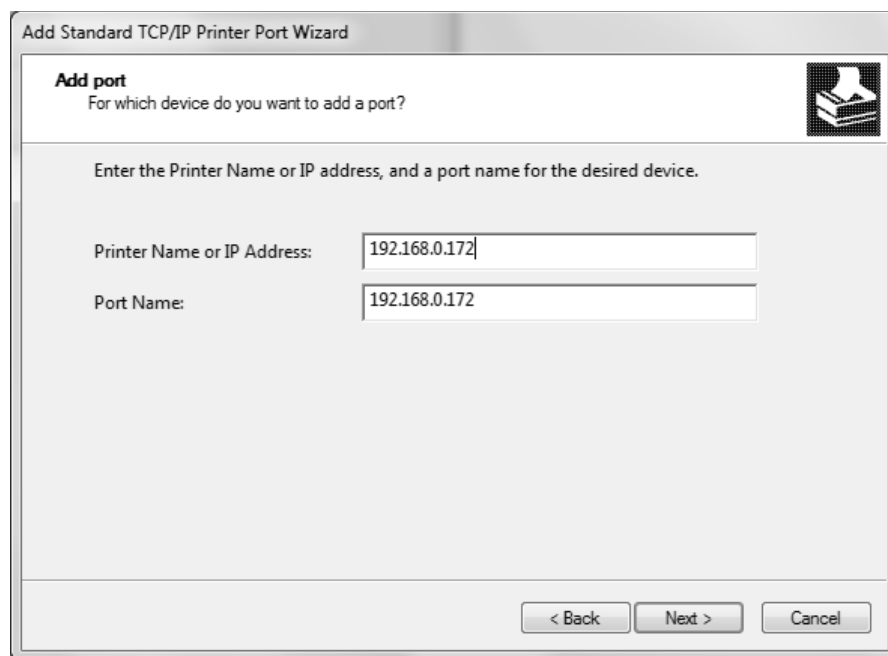
After clicking the Create Port. . . button, You will see a list of "Available Port Types:"—select "Standard TCP/IP Port and then click New Port. . .



The new standard

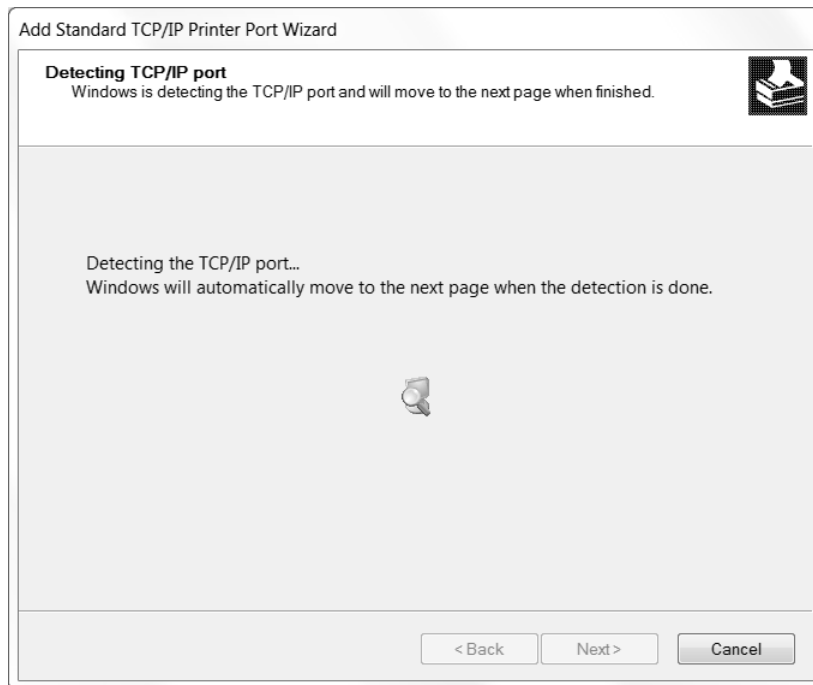
As with the USB-style driver installation, please verify that the printer is powered on and connected before proceeding, this time ensuring that it is connected via Ethernet.

Also, prior to proceeding with the installation, determine an available IP address on your Local Area Network, as you will be manually setting that on the next screen.



What's your address?

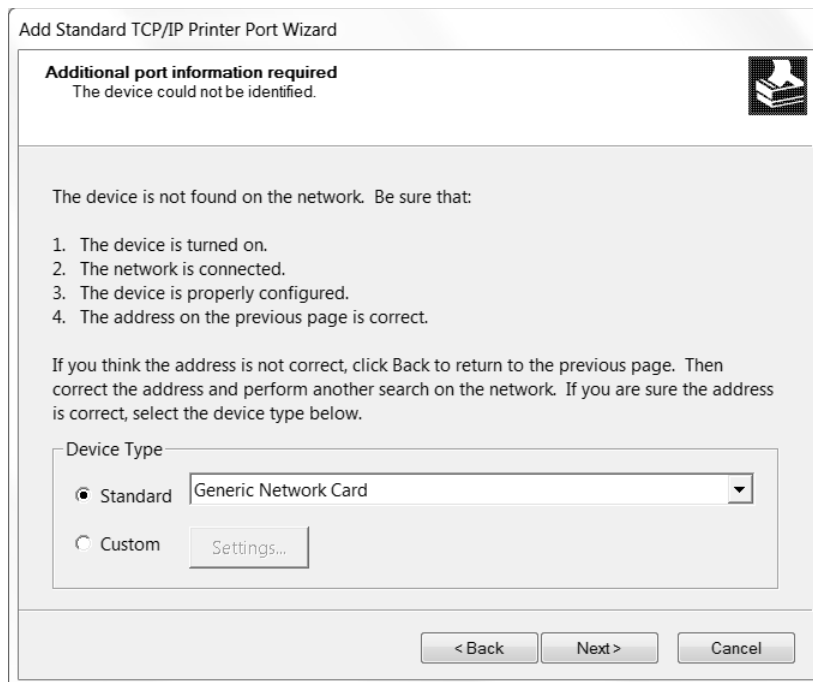
Enter the IP address determined to be available on your LAN here. As you enter the IP address in the top field, the bottom field should automatically populate with a "Port Name". The "Port Name" can be changed to uniquely name this particular TCP/IP configuration in the Driver Wizard. The default (where the "Port Name" matched the IP Address entered) is encouraged.



Sensing a disturbance in the ports . . .

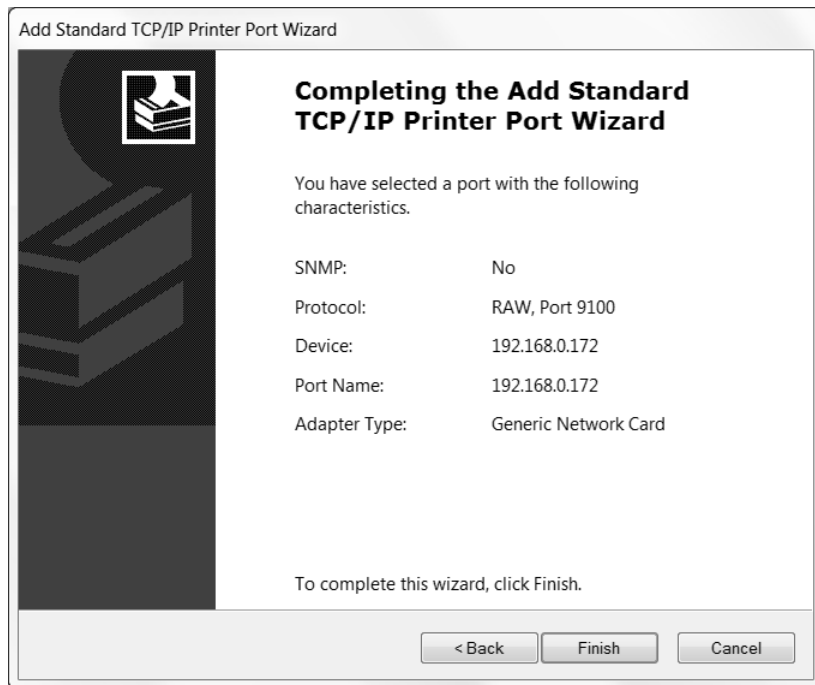
Allow the Printer Port Wizard to verify the details of your manually entered TCP/IP port.

Please Note: The Printer Port Wizard may not be able to verify the newly entered TCP/IP port. Bear in mind that this does not necessarily mean the port will not function as expected.



Force it through

If you see the screen above, simply note that the Printer Port Wizard was unable to verify the TCP/IP port (for future diagnostic purposes), ensure that "Generic Network Card" is selected under Device Type -> Standard -> drop-down menu, then click Next >.



Uniquely Generic

Congratulations! Your TCP/IP Printer Port should now be properly configured, and is available for selection when you click Finish and return to the Printer Installation Wizard's Select Port prompt.

III. Introduction to SumiLabel

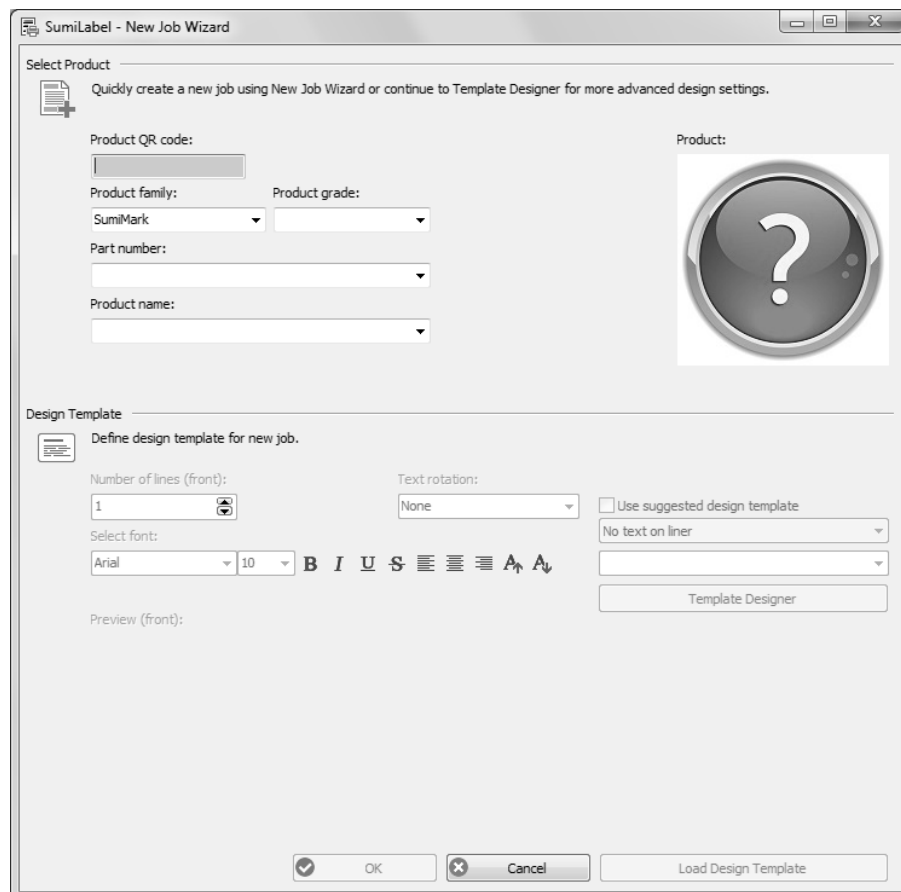
Note that videos covering the Introduction to SumiLabel and many other topics can be found on the SumiMark® Product Support page at <http://www.seipusa.com>

SumiLabel organizes your markers according to an intuitive hierarchy. There are three types of items in the chain: Sets, Jobs, and individual Markers. Every Set is comprised of one or more Jobs, and every Job is comprised of one or more Markers.

In addition, each Job can use a different type or size of tubing, helping you organize your work according to the scope of your projects. When a new project comes along, you'll start by creating a new Set for it.

The New Job Wizard

To create a new Set, simply click the  New Set icon or navigate to File -> New -> Set. This will open the New Job Wizard, and will be your first opportunity to modify the type, size, and base template for your markers.

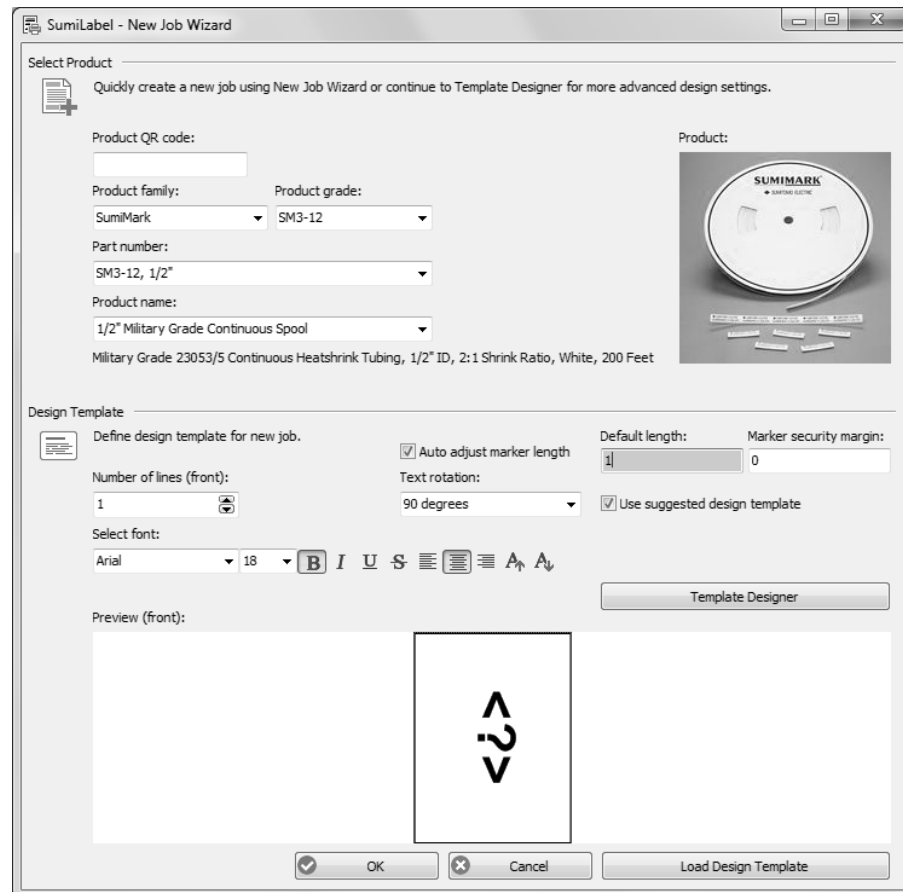


Boundless opportunity

The upper portion of the New Job Wizard window contains several dropdown menus for you to select the specific product being printed upon. There are three key aspects to each product: the Product grade (e.g. SM3-12), the Part number (e.g. 1/2"), and the Product

name (Automatically populated upon selecting both the Product grade and the Part number, e.g. 1/2" Military Grade Continuous Spool).

The lower portion of the New Job Wizard contains the Design Template, where you are free to modify the base template used for markers in the first Job of your new Set.



Cookie cutter markers

There are several key elements to understand in order to make effective use of the Design Template. Note that your choices will apply to every marker in the first Job of your set unless otherwise specified.

- **"Number of lines (front)"** sets the default of number of lines for your markers. Got a series of three-line markers you need to make? Up the number of lines to three, and away you go! As you can tell, this is for the front side of the marker only. But for all intents and purposes, **unless you have the SumiTag® DS printer**, you'll only be dealing with the "front" side of your markers anyways.
- The **"Select font"** section controls the style of the marker's text in terms of font, modifiers, and size in the same fashion as any text editor. (e.g. Times New Roman, 12 pt., Bold, Center Aligned)
- **"Default length"** defines the default minimum length (in Inches) for your markers. When a new marker is added to the Job, it will assume the length specified here, with a few exceptions for choosing a length shorter than the combined security margins or the length of text in an Auto-adjusting marker.
- The **"Auto adjust marker length"** checkbox will set your markers to automatically add length to accommodate the longest string of text or otherwise display all

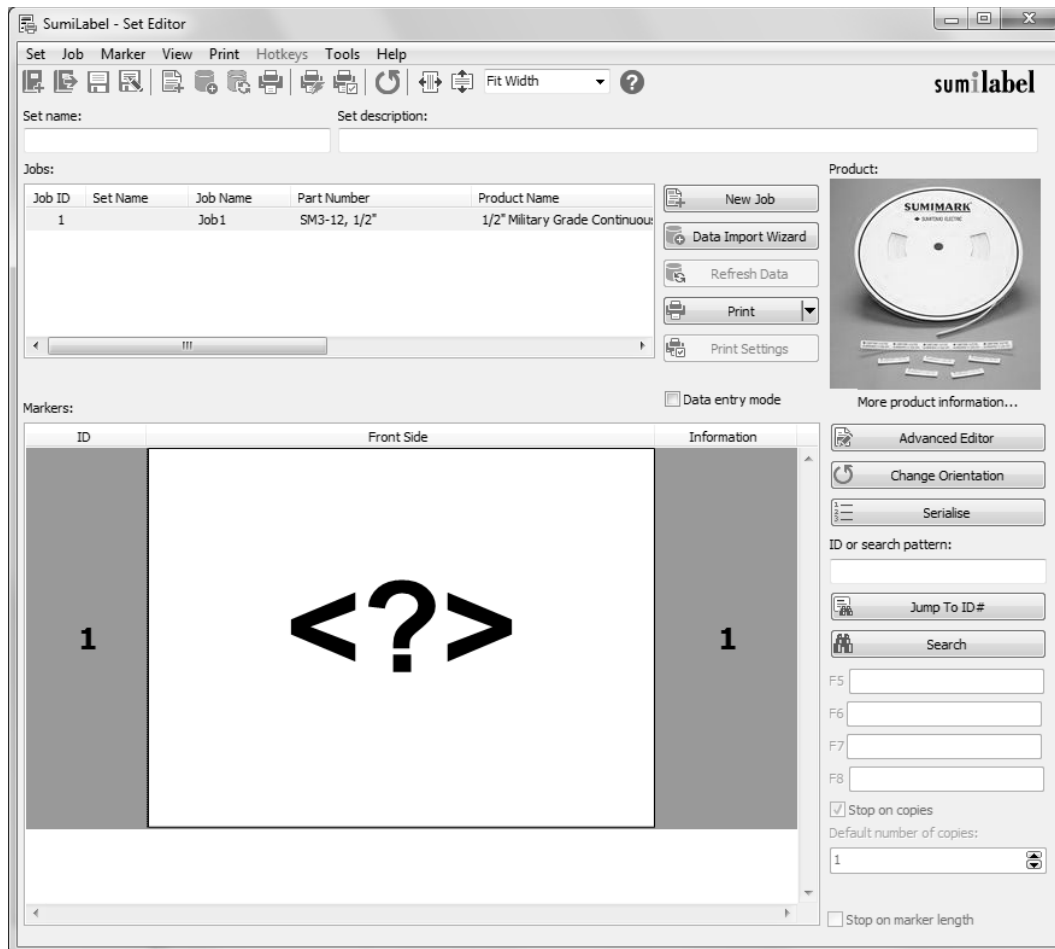
elements on your marker. Uncheck this for fixed-length markers—when a line of text is too long to fully display, the editor will notify you by changing the text to be red.

- **“Marker security margin”** allows you to set (in Inches) the amount of blank marker to be left at either end.

Use the **“Preview (front)”** window to verify that your marker template is arranged properly, then click OK to progress to the Basic Editor where you can begin entering text.

The Set Editor

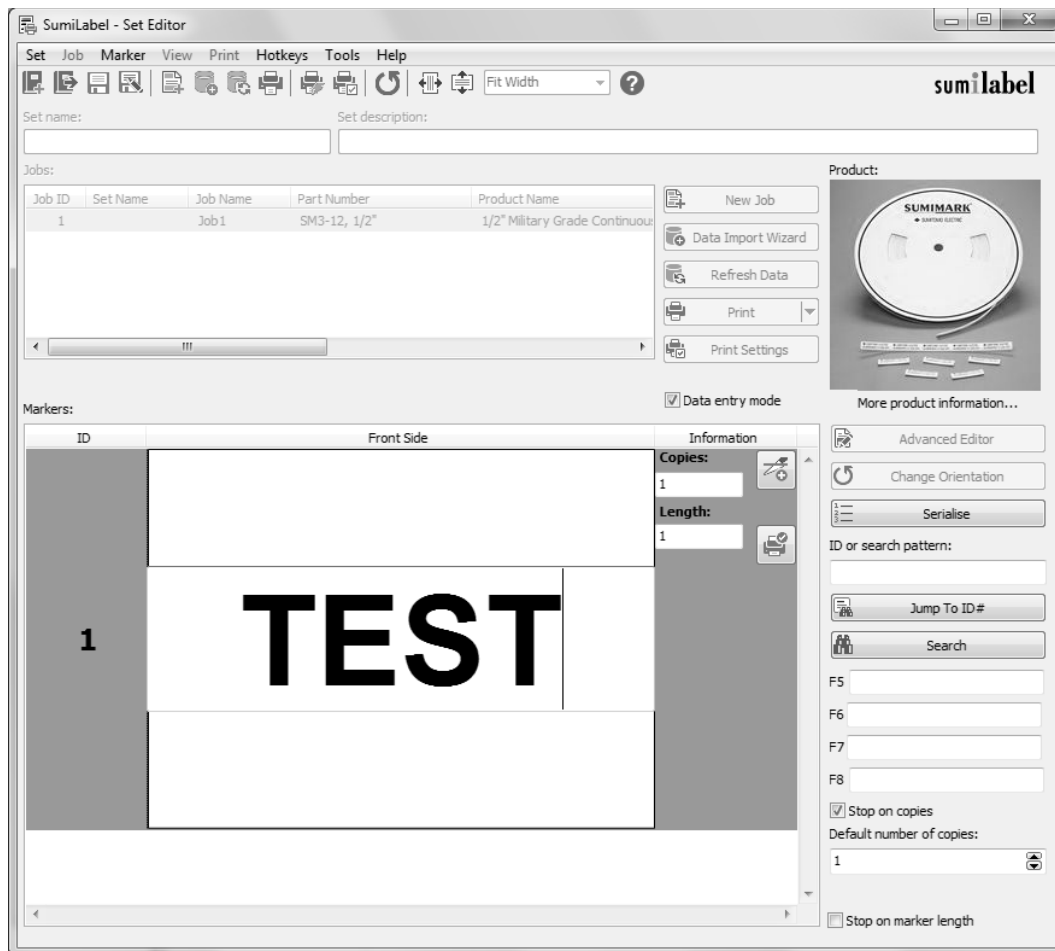
In the Set Editor, your view should look something like this:



Welcome to the Set Editor

The <?> symbol indicates a blank text element on your marker, ready to be filled with information. Bear in mind that the <?> symbol is a placeholder; if you were to print this marker, the result would be a completely blank marker sized to your default length.

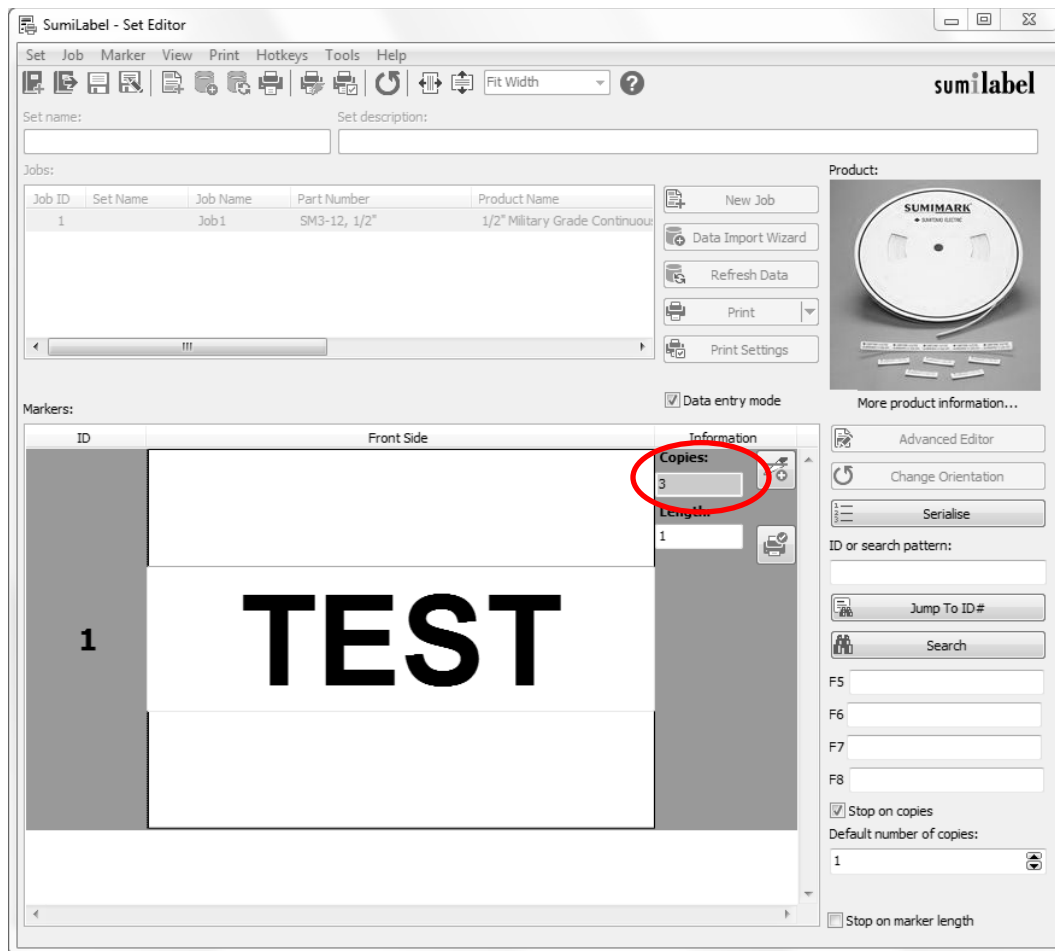
To begin entering text, either double click the marker in question or check “Data entry mode” to enter the mode for editing your markers.



This is a test of your heat-shrink marking system

You'll notice that the first text element (or only text element) of your marker has been opened for editing—and if you double-clicked the marker, the "Data entry mode" checkbox has automatically been checked for you. Note that in the event of multi-line markers, no matter where you double-click on the marker, the first text element on the marker will always be the first field that is opened for editing.

After typing a line of text, press Enter on your keyboard to confirm the contents of that text element and move on to the next element. If there are no additional lines of text on the marker (or if there's only one to begin with) then the number of copies field for this marker will be highlighted. By default, Sumilabel assumes you're going to want at least one of each marker, so this field will automatically have "1" upon creation of a new marker. You can change the default number of copies in the User Options.

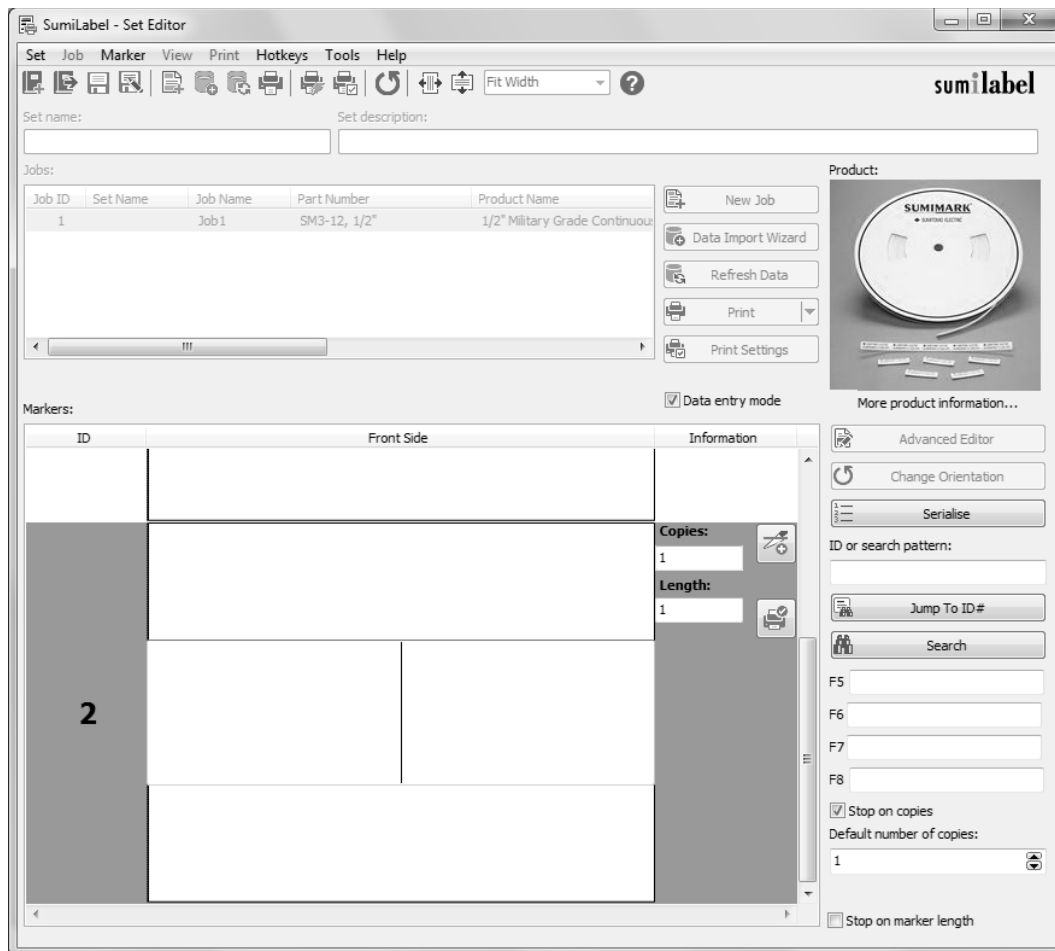


Copy that

As you look at your markers in the Basic Editor, you'll see a column to the left labeled "ID" and a number. That number is the position of that marker in the Job. For instance, ID 1 is marker #1 in this job, ID 2 is marker #2, and so on.

When a marker is not currently selected or being worked on, the column to the right, labeled "Information", shows the number of copies of that marker. For instance, ID 1 and a 3 to the right indicated that three (3) copies will be made of marker #1 if the job is sent to the printer without modification.

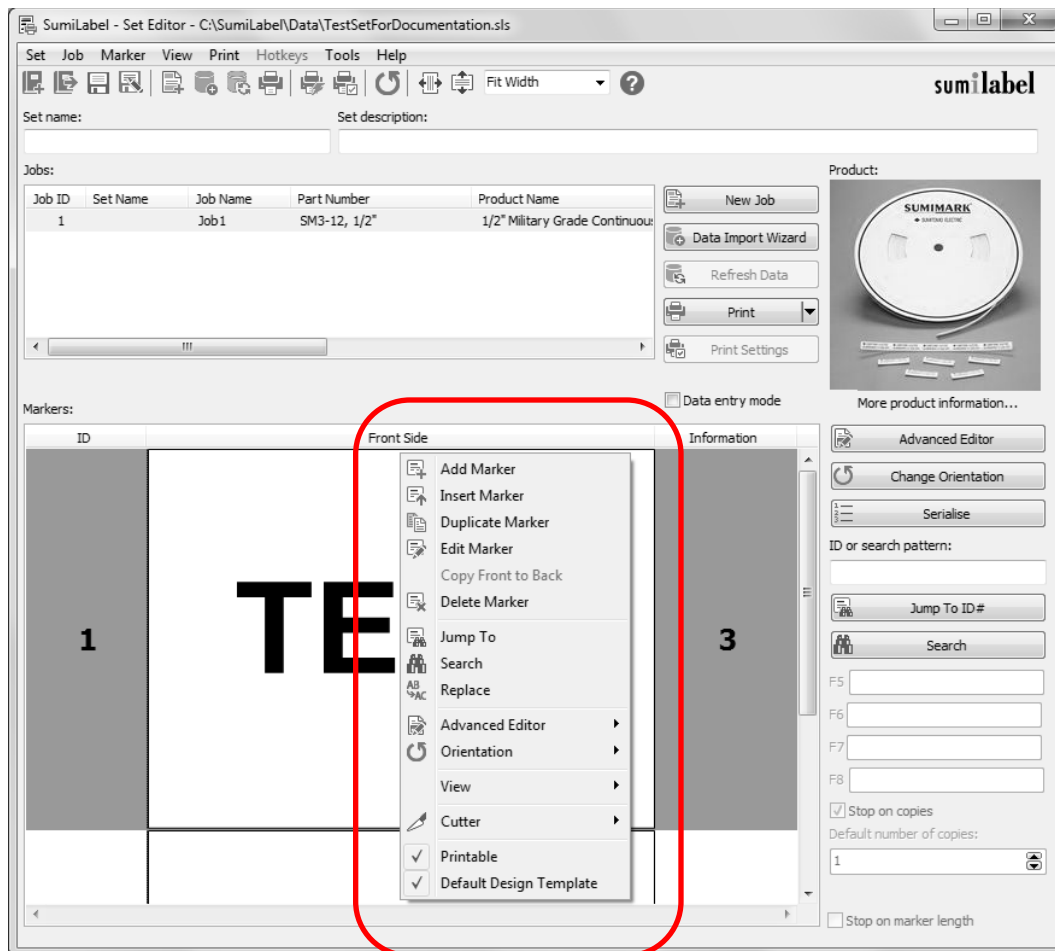
After choosing the number of copies for a given marker, pressing Enter again will automatically create another marker **based on the design template you created for the set**, and will open up the field text element for editing.



Another day, another marker

Enter the text as desired and set the number of copies for your next marker. Repeat until you've entered all of your markers, then uncheck "Data entry mode".

Unchecking "Data entry mode" will lock the markers and prevent editing without checking the box again or double-clicking a marker. Other options for manipulating markers are available to you as long as you're not in "Data entry mode", visible from the context menu opened by right clicking with any marker selected.



Context is everything

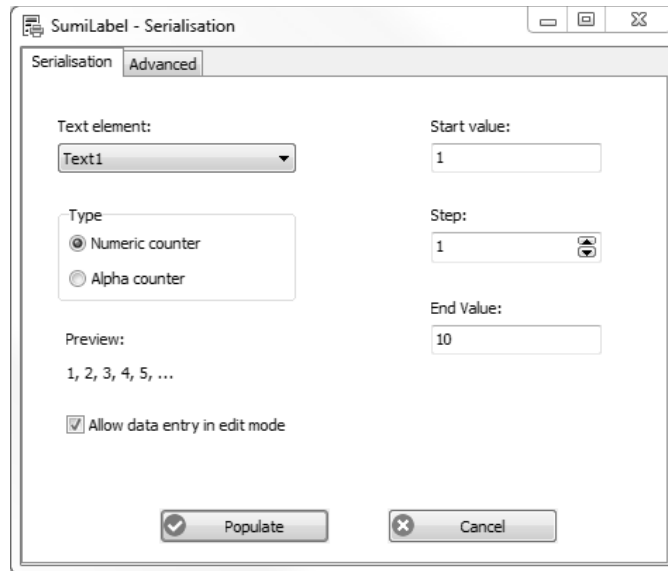
From the context menu, you can choose to:

- Add another marker to the end of the Job
- Insert a marker at the selected position (ID)
- Duplicate the selected marker
- Drop into editing the selected marker
- Copy all elements from the front to the back of a marker (Only applicable for SumiTag® DS printers)
- Delete the selected marker

Advanced Features

SumiLabel comes with several advanced features that will make the process of developing complex, multi-element markers easy as a recipe.

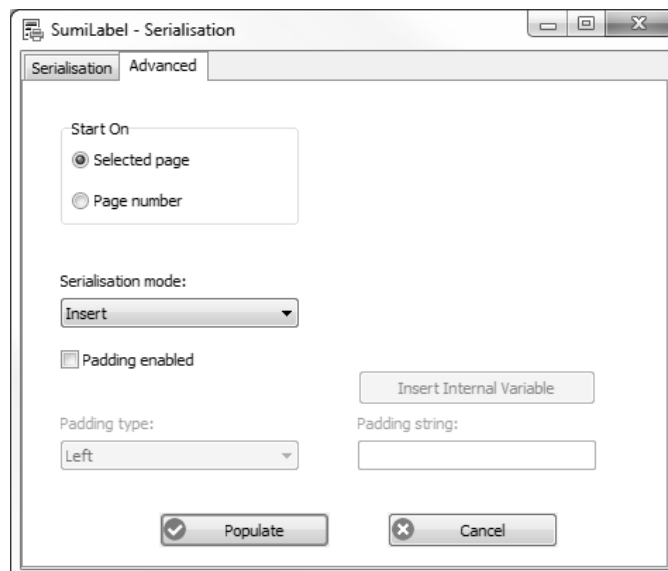
Serialization



The Serialization tool enables you to quickly generate a sequence of numbered markers, counting from any number to any other number you please.

The "Start Value" and "End Value" serve as the bookends, between which the tool will fill the empty space with all the intervening markers. The "Step" value defines how much the tool will count from marker to marker. The Preview shows the result of the current settings.

For multi-line markers, you can choose which of the text elements is to be serialized, and using the "Padding" field, you can define a static, unchanging prefix or postfix for your serialization. Bear in mind, however, that all other text lines on the generated markers will be blank.



The Advanced tab of the Serialization tool might seem sparse at first glance, but the power behind the Padding feature justifies the Advanced designation.

Once you check "Padding enabled", you'll find the "Padding type" and "Padding string"

sections unlocked and ready for input.

“Padding type” designates to which side of the serialization the “Padding string” will be found, and defaults to Left. Within the padding string, you can specify placeholder digits for the serialization on the appropriate side with zeroes. (e.g. “S/N00” and type Left means that you have up to two digits for serialization before other characters in the padding begin to be overridden.)

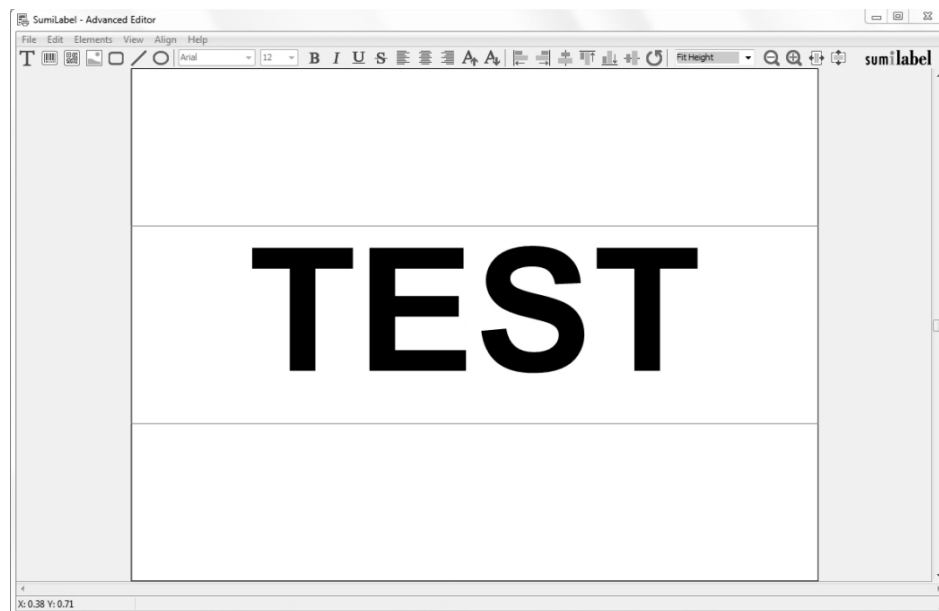
With the type set to Left, the string of text will precede the serialization in the finished product. It is best to consider that the actual serialization will occur on the opposite side of the string than the padding. (e.g. Type Left means the serialization will occur on the right side of the string.)

Choosing the wrong “Padding type” means that data could potentially be overridden in the serialization process if the wrong side is specified as padding vs. where the placeholder digits are. Be cautious before you proceed to verify that all settings are correct.

The “Start On” box enables you to start serialization at the marker that was selected when you opened the Serialization tool, or to specify a specific marker to begin serialization from.

Advanced Editor

Used for adding important marker elements like graphics and barcodes in addition to positioning and scaling, the Advanced Editor can be your one-stop-shop for all things marker editing—that is, if you’re willing to brave the awesome responsibility that comes with such unbridled power.



The Advanced Editor considers every individual bit of your marker to be an Element—be it a line of text, a graphic, or a barcode. You can add, move, scale, rotate, and edit Elements from within the Advanced Editor.

Please Note: When saving changes to a marker in the Advanced Editor, before exiting the window, navigate to the “File” menu to view your options. To save a template of the marker

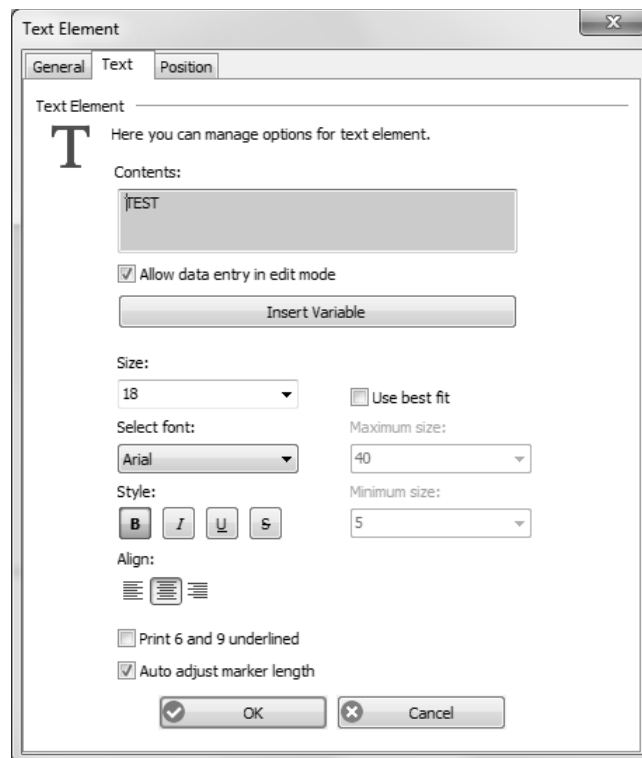
as it appears, choose "Save" or "Save As". To apply the changes made in the Advanced Editor to the marker that was selected, choose "Apply". If you wish to overwrite every marker in the Job with every element exactly as it appears in the Advanced Editor, choose "Apply To All".

The same goes for exiting the Advanced Editor. When prompted to save changes to the page (marker), "Yes" will save the changes to the individual marker, while "Yes to All" will overwrite every marker in the Job.

At the left side of the toolbar along the top of the workspace, you will find buttons to insert each type of element: Text, Barcode, 2D Barcode, Image, followed by the Rectangle, Line, and Circle shapes.

Adding elements is as simple as clicking the appropriate icon, then positioning the element within the marker by clicking and dragging it. The image above shows the blue bounding box for the text element on the marker.

By right-clicking on an element, you can open a context menu that includes many different options, one of which is the element's Properties.



The Properties window for an element within the Advanced Editor opens up every aspect of the element for you to modify as desired. For a Text Element, you're able to change the text, font, font size, style, and alignment, among other attributes.

Additional Resources

For more information on SumiLabel, including recaps of the information contained in this manual and explanations of more advanced features, take a look at the support documents and videos available on the web:

<http://www.SumiSupport.com>

<http://sumitomo.freshdesk.com>

Technical Support

If you have any questions, comments, or concerns, we encourage you to contact our Technical Support department, Monday to Friday with business hours from 7:00am – 4:30pm PST (UTC-8)

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San Marcos, CA 92069-1440

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Website:	www.SumiSupport.com
Phone:	(760) 761-0600 x255

Please have the following information available:

- Your computer's Operating System and version of SumiMark® software you are using. *Example: Windows 7 and SumiLabel 3.0 Build 102*
- The product you are trying to print on. *Example: SM3-12 – 3/16 inch*
- SumiMark® IV Printer serial number.

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