Media Loading & Handling For 1660 Series Printers

ChromaVista™

DirectVista™

CODONICS

Enhance Your Image ...

DirectVista™ Media

Film

- 1660T-810B 100 Sheets, 8.0 x 10 in., Blue base

ChromaVista™ Media

Paper and Color Ribbon

- 1600P-A   100, A-size sheets, 8.5 x 11 in.
- 1600P-A4   100, A4-size sheets, 210 x 297 mm
- 1600P-LA   100, Long A-size sheets, 8.5 x 12 in.
- 1600P-LA4   100, Long A4-size sheets, 210 x 305 mm
- 1600P-XLA 100, X-Long A-size sheets, 8.5 x 14 in.
- 1600P-XLA4100, X-Long A4-size sheets, 210 x 356 mm

Transparency and Color Ribbon

- 1600T-A   100, A-size sheets, 8.5 x 11 in.
- 1600T-A4   100, A4-size sheets, 210 x 297 mm
- 1600T-LA   100, Long A-size sheets, 8.5 x 12 in.
- 1600T-LA4   100, Long A4-size sheets, 210 x 305 mm
- 1600T-XLA 100, X-Long A-size sheets, 8.5 x 14 in.
- 1600T-XLA4100, X-Long A4-size sheets, 210 x 356 mm

Paper and Black Ribbon with Laminate

- 1600B-A   300, A-size sheets, 8.5 x 11 in.
- 1600B-A4   300, A4-size sheets, 210 x 297 mm
- 1600B-LA   300, Long A-size sheets, 8.5 x 12 in.
- 1600B-LA4   300, Long A4-size sheets, 210 x 305 mm
- 1600B-XLA 300, X-Long A-size sheets, 8.5 x 14 in.
- 1600B-XLA4300, X-Long A4-size sheets, 210 x 356 mm

Paper and Color Ribbon with Laminate

- 1600L-A   100, A-size sheets, 8.5 x 11 in.
- 1600L-A4   100, A4-size sheets, 210 x 297 mm
- 1600L-LA   100, Long A-size sheets, 8.5 x 12 in.
- 1600L-LA4 100, Long A4-size sheets, 210 x 305 mm

Cassettes

Adjustable cassette, 100 sheet capacity.
- 1660C-810   Holds 8 x 10 film
- 1600C-A   Holds A, Long A, and X-Long A-size
- 1600C-A4   Holds A4, Long A4, and X-Long A4-size
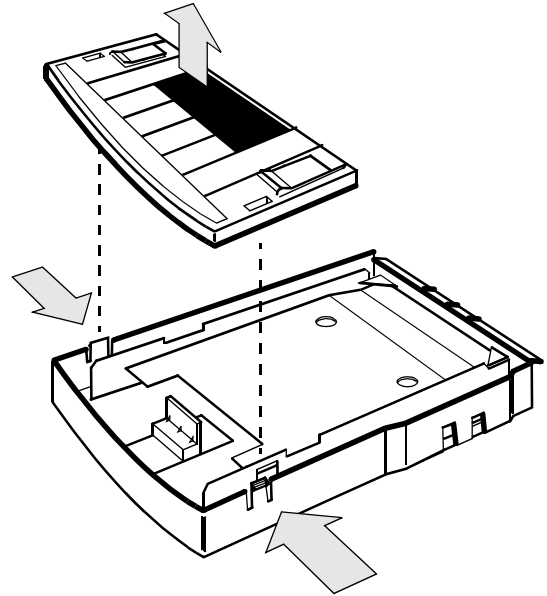
Order Toll Free:
800-444-1198 or
Fax 440-243-1334

# Loading ChromaVista™ (Dye Diffusion) Media

Configuring the Cassette

The cassette is adjustable to accommodate a variety of media lengths. Different width media require different cassettes.

Lift off the plastic cover from the cassette. Press on the two side tabs with your thumbs and lift.

Move the **media-length stop** to the appropriate position for the media size you are loading. The label in the cassette shows the available settings.
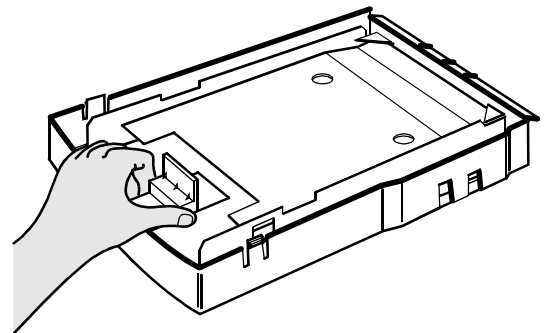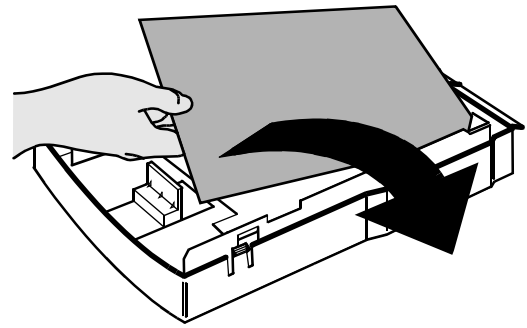
Move the **media-length sensor slider** on the inside of the cassette so the media size displays through the opening on the side of the cassette.

This setting is important because the printer uses this to sense the correct media size.
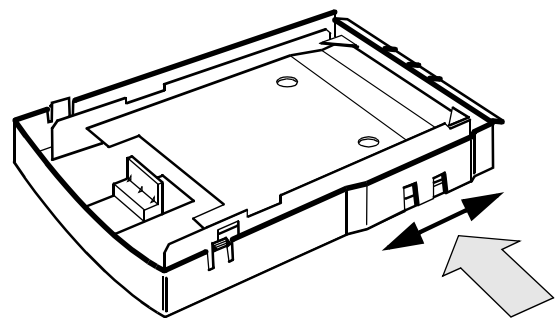
Loading the Cassette

Remove and discard any blue stiffener sheets that remain in the cassette.
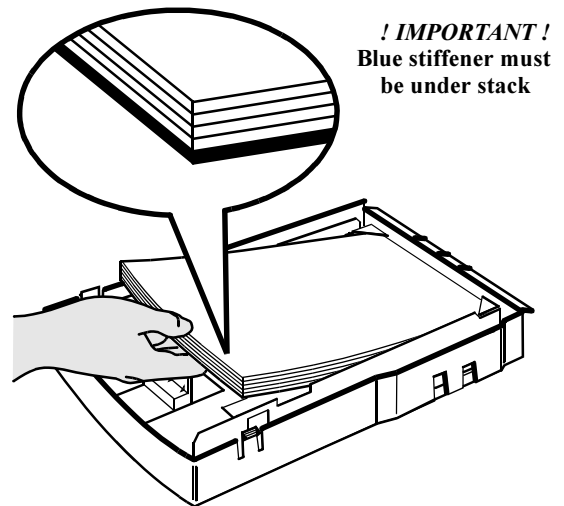
ChromaVista Paper

Fill the cassette.

Paper is placed **shiny side** (print side) **down**.

Remove the blue stiffener sheet (if present) from the top of the material.

Important: Be certain that a new blue stiffener board is under the stack of paper. Misfeeds are more likely to occur when this stiffener is not used.

Note: Hold paper by the edges to avoid fingerprints, which reduce print quality.

! IMPORTANT !
Blue stiffener must be under stack

ChromaVista Transparency
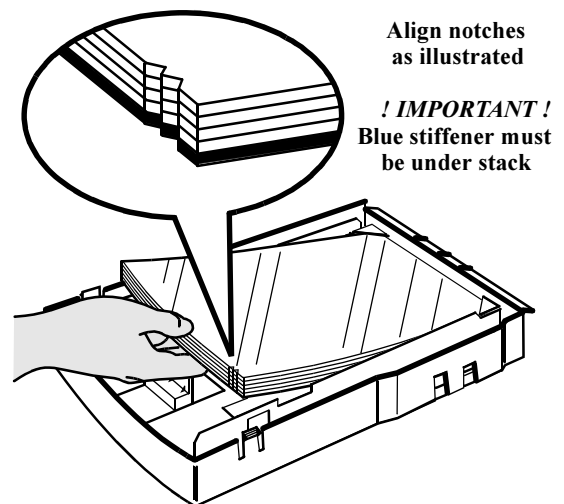
Fill the cassette.

Transparencies have a **notch** which must be aligned as shown.

Remove the blue stiffener sheet from the top of the material.

Important: Be certain that a new blue stiffener board is under the stack of transparencies. Misfeeds are more likely to occur when this stiffener is not used.

Note: When handling transparencies, follow these guidelines:
· Hold transparencies by the edges to avoid fingerprints, which reduce print quality.
· Handle the stack of transparencies with the top and bottom cardboard stiffener sheets in place. Remove the top stiffener once the transparencies are loaded.
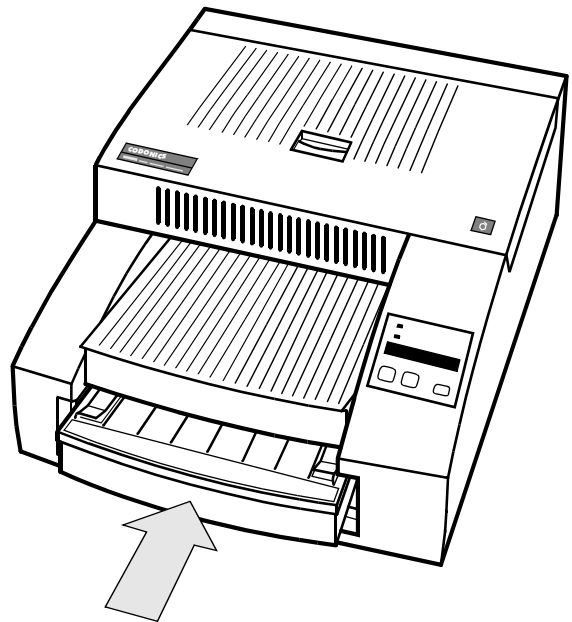
Align notches as illustrated

! IMPORTANT !
Blue stiffener must be under stack

Snap the plastic cover back in place.
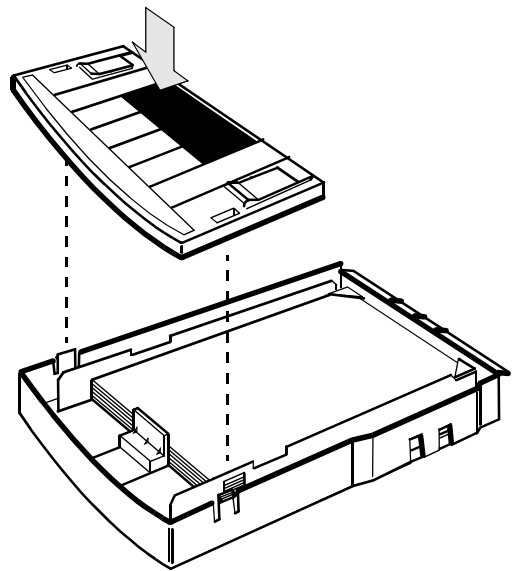
Insert the cassette into the printer.

Keep the cover on the cassette and the cassette inserted in the printer to protect media from exposure to dust and dirt.

Loading the Print Ribbon

Open the printer door.

The ribbon provides dyes for printing images.

Color ribbon contains three dye patches: one yellow patch, one magenta patch, and one cyan patch. Each color ribbon contains enough dye patches to generate 100 prints.

A color ribbon with a laminate patch (which protects the images from fingerprints) is also available.

Black ribbon contains two dye patches: one black patch, and one laminate patch. Each black ribbon contains enough dye to generate 150 prints.
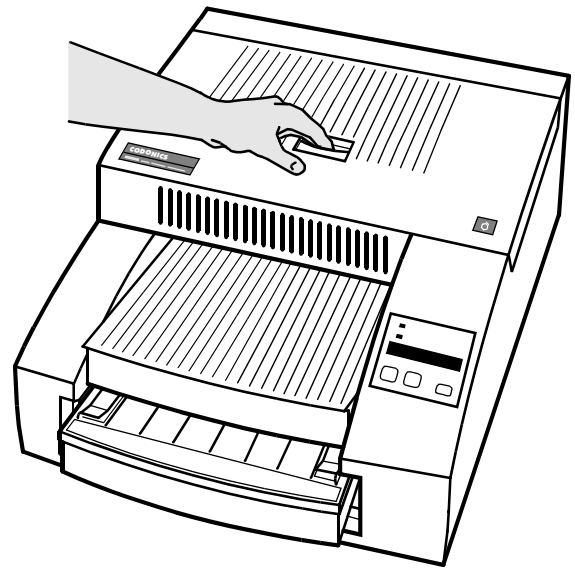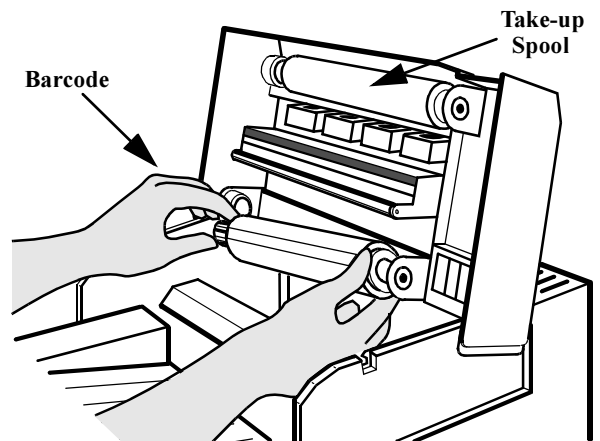
Remove ribbon spools from the printer and dispose of them.

Hold the supply spool so that the adhesive strip on the ribbon is facing you and the **barcode is on the left**.
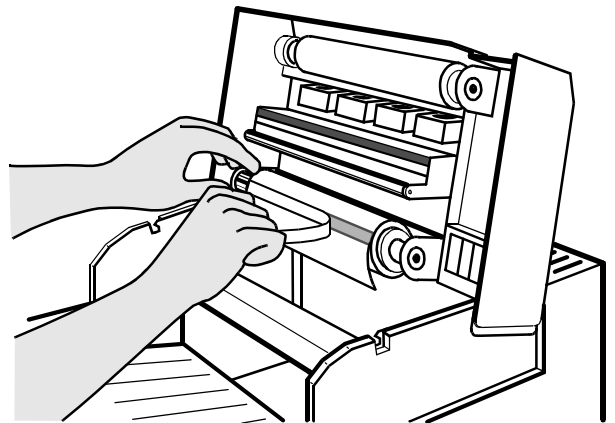
First, push the **right side** of the supply spool into the right side of the bottom spool holder.

Then, push the left spool holder in and insert the **left side**.

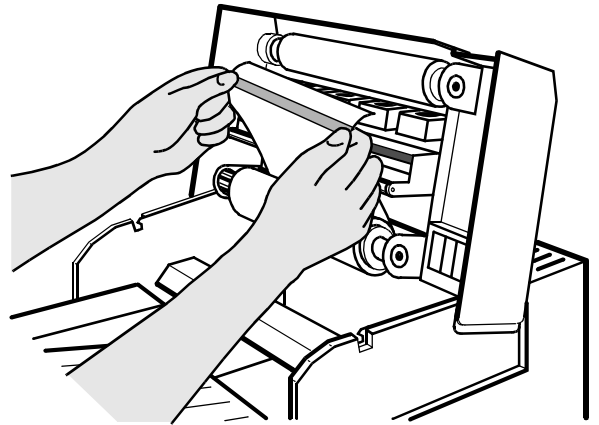Similarly, **insert** the **take-up spool**.

Barcode

Take-up Spool

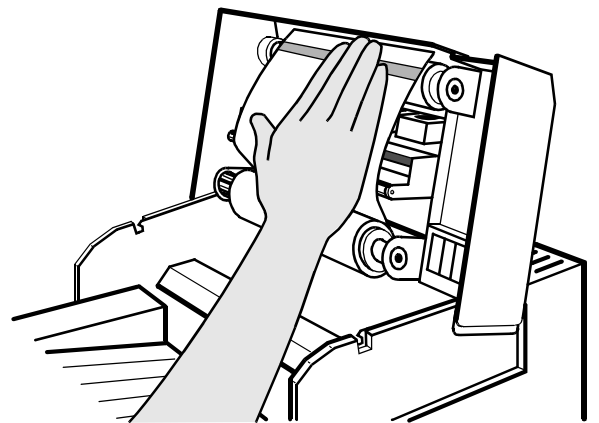Remove the tape from the adhesive strip.

Pull the ribbon up carefully and stick the adhesive onto the take-up spool.

Try to keep the ribbon as straight as possible, but any unevenness will correct itself after the first print.

Smooth the ribbon over the adhesive strip with your fingers.

Close the door. The printer will automatically wind the ribbon taut.

Single Sheet Bypass

ChromaVista paper and transparency media can be fed one sheet at a time by using the Sheet Bypass Feed on top of the cassette. The printer will automatically recognize if the media is paper or transparency material even if the cassette is loaded with the opposite. However, the media fed through the bypass must be the same size as that selected by the media-length sensor slider.

Position the sheet so the back edge of the media is approximately equal with the back edge of the media loaded in the cassette.

Feed the **paper print side down** the same as when loading the cassette.

Feed **transparency** with the notch in the **lower right corner**, same as when loading the cassette.
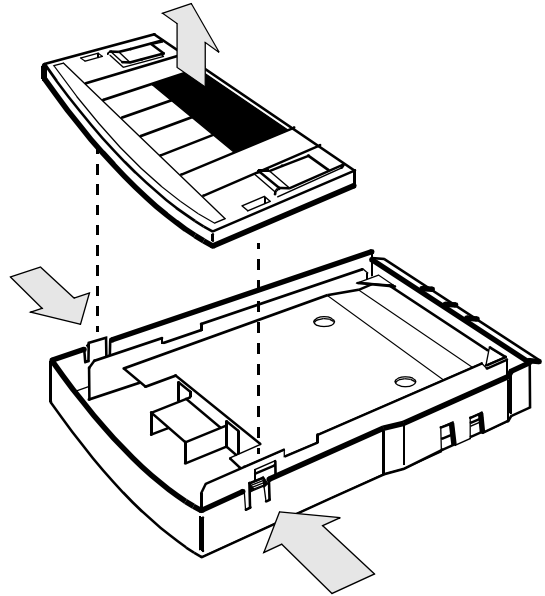
Avoid touching the surface, try to hold the media by its edge.
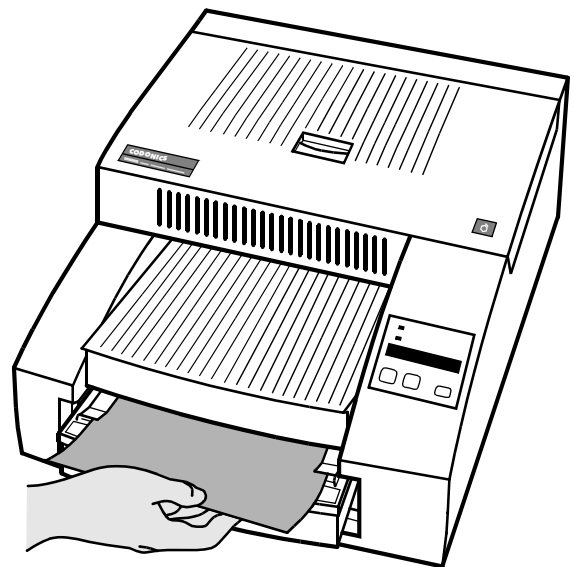
Loading DirectVista™ (Direct Thermal) Media

Loading the Cassette

Lift off the plastic cover from the cassette. Press on the two side tabs with your thumbs and lift.
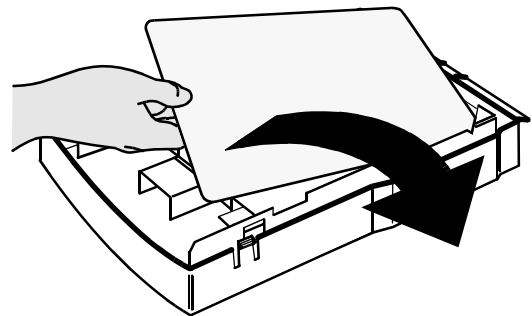
Be certain that the **media-length sensor slider** is set so the media size **8 x 10** displays through the opening on the side of the cassette.

This setting is important because the printer uses this to sense the correct media size.
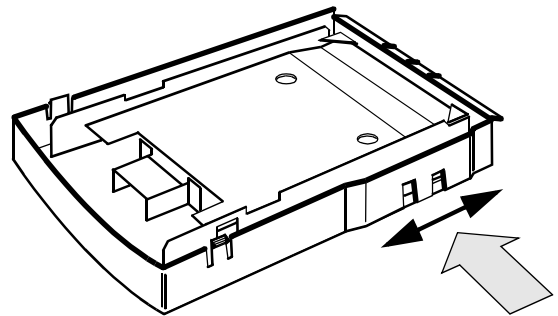
Remove and discard any white plastic stiffener sheets that remain in the cassette.

DirectVista Film

Remove the film from the polyester bag. Leave both the top and bottom white plastic stiffeners in place. Fill the cassette as shown.

Make certain that the white stiffener labeled **this side UP** is on top.

this side UP
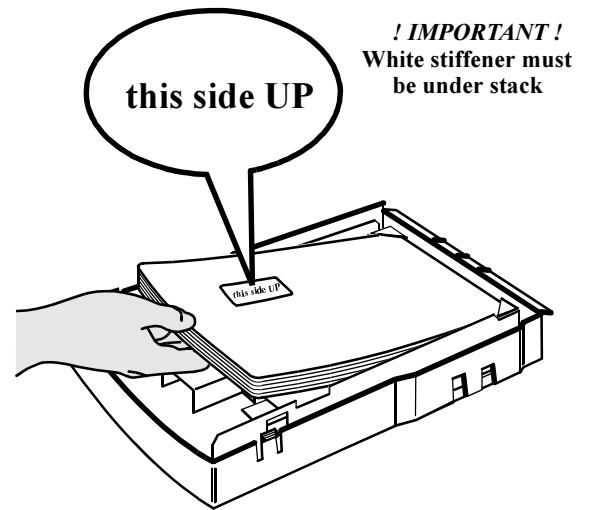
Remove and discard the **top** white plastic stiffener to expose the film.
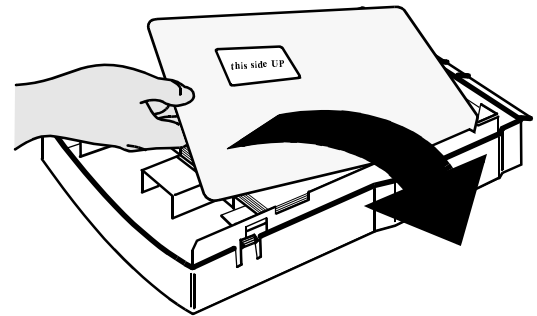
Insert the cassette into the printer.

Keep the cover on the cassette and the cassette inserted in the printer to protect media from exposure dust and dirt.
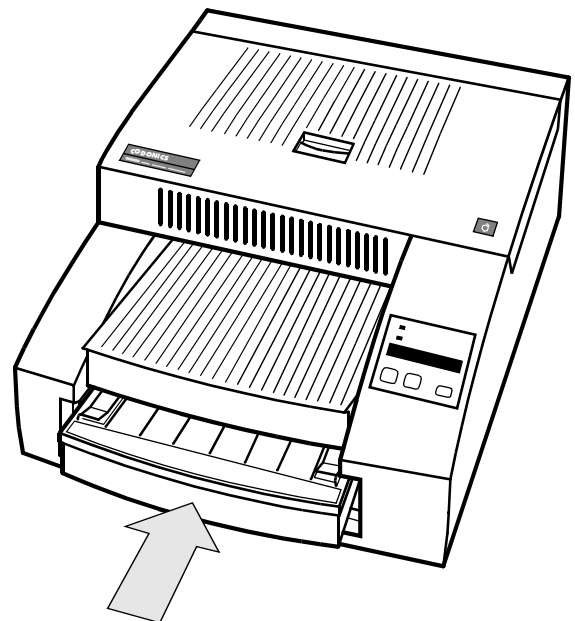
Remove the Print Ribbon

DirectVista media does not use a ribbon. **If a ribbon is installed in the printer it must be removed.**

Open the printer door and remove the ribbon from the printer.

Close the printer door.
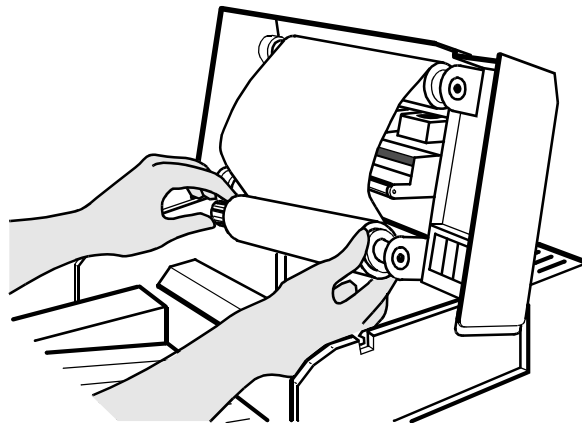
Ribbon Holder

The ribbon may be temporarily stored in the ribbon holder.

The ribbon holder can be attached to the top of the printer door or set on a table.

Attach ribbon holder to the top of the printer or set it on a table

Maintaining the Printer

Avoid Dust

The major enemy of good printer performance and high-quality output is dirt. Perform the following preventive maintenance periodically.

- Clean the thermal head when you notice image quality problems.
- Clean the roller bar.
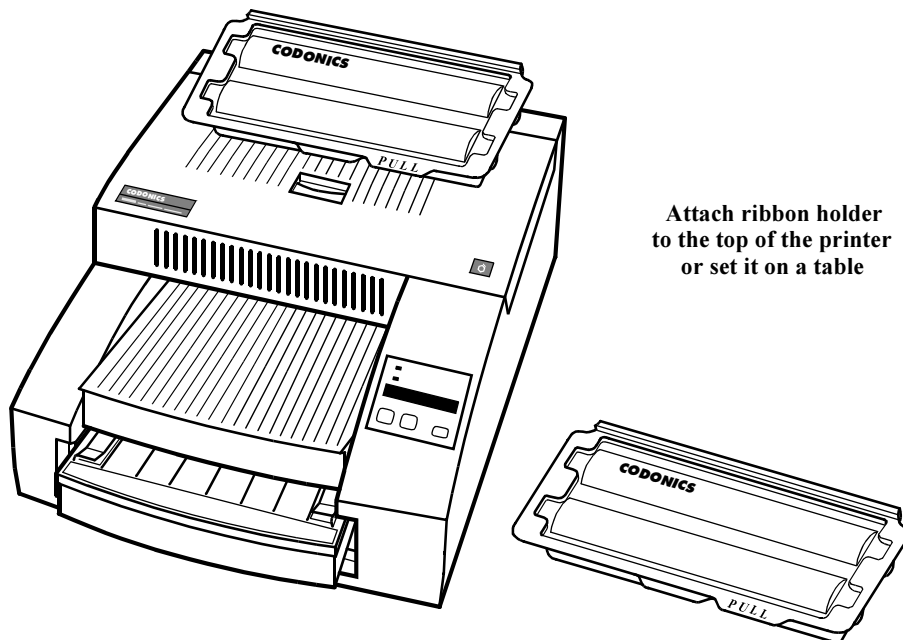- Clean the cassette area, paper exit area, and printer cabinet with a damp, lint-free cloth. This eliminates dust buildup and prevents dirt from getting in the printer.
- Clean the area around and under the printer to keep dust out of the cooling fan on the bottom. Do not put paper under the printer because it can block the fan.

Cleaning the Thermal Head

It is important to clean the printhead when you are installing the printer and periodically afterward to remove dust and debris. Dirt can usually be removed easily by following the head cleaning instructions below.

1. Turn the printer off.
2. Open the printer door.
3. Remove the ribbon spools carefully if a ribbon is loaded in the printer.
4. Open the cleaning pad. Pads are provided with the printer and additional ones can be ordered from Codonics.

   Do not use cotton or cotton blends because they shed lint particles. 100% polyester or nylon fabrics work well. **Do not** use an acetone pad.

5. Rub the cleaning pad back and forth along the entire length of the printhead's heater line.

   Be very careful, do not rub the sealant which protrudes from beneath the circuit cover.

6. Repeat the back and forth motion several times to ensure that the head is completely clean. The cleaning pad may become discolored.
7. Wait for the printhead to dry thoroughly before reloading the ribbon.

Important

Since water is used, be certain you let the printhead **dry completely** before turning the printer on.

Thermal Printhead

Roller Bar
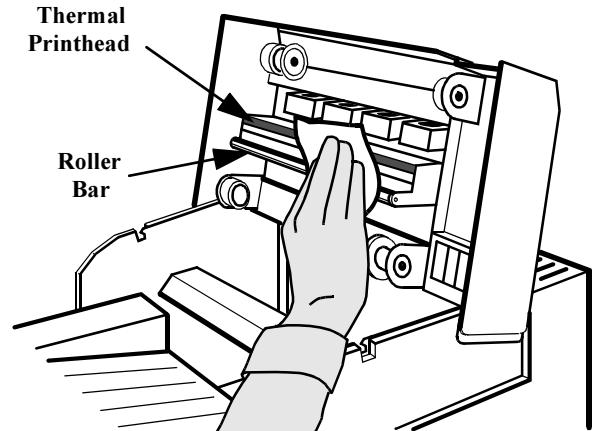
Handling Partially Used Ribbons

Hold the spools only by the ends. Not only do fingerprints spoil the ribbon dye patches but flakes of skin can transfer from the ribbon to the thermal printhead where they tend to bond. This is one of the major causes of streaks on prints. Clean the printhead if you notice a streak in the same position on a number of prints.

Handling for Humidity-Related Paper Problems

If paper shows signs of exposure to humidity levels outside the recommended range, extra care can be taken to help protect it. High relative humidity tends to cause paper to curl toward the image side of the paper. Low relative humidity tends to cause paper to curl away from the image side of the paper. Low relative humidity also tends to increase static attraction of dust and dirt.

- Keep small amounts of media loaded in the printer rather than loading a whole package. Media stored in the bag lasts longer.
- Wrap partial stacks of media in its original plastic wrap, squeeze out the air, and tape the bag shut. This will protect the paper from humidity and from dust or dirt. Dust and dirt specks on the paper appear as much larger spots on prints because the ribbon tents over the particle.
- Avoid leaving media in the printer overnight or on weekends.

If the problems persist, you should consider installing a humidifier or dehumidifier to bring the humidity in your environment within the acceptable range.

Storing Supplies

For the highest image quality, follow these storage instructions.

- Store unopened media at temperatures below 25°C.
- Avoid exposure to temperatures higher than 38°C.
- Relative humidity level for storing and using paper should be between 40% and 60%. Relative humidity lower than 20% or higher than 76% should be avoided even for short periods of time. However, print paper can tolerate a relative humidity between 20% and 40% and between 60% and 76% for up to a few hours without causing the paper to curl.
- Wrap partially used ribbons in the original bag to protect them from dust and dirt when they are not loaded in the printer. Avoid resting them on a table, even on their ends; static charge will attract dust from the table top.
- When using the ribbon holder make certain to close the lid to keep dust out.

Clearing the Paper Path

Paper may occasionally get caught in the printer. Jams are typically identified by an ADD PAPER or SERVICE REQ message on the display. Follow these steps to clear the paper path.

1. Open the printer door.
   Note: If you can't open the door, restart the printer by turning it off and on. There is a mechanical interlock to prevent you from opening the door while printing. If after restarting the printer, you still can not open the door, service is required.
2. Gently pull media out if it is caught inside the printer.
3. Remove the cassette if the media is caught in the paper tray area. Then reach inside the paper tray area and gently pull the jammed media out.

Get it all with just one call
1-800-444-1198

CODONICS

We bring the future into focus

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