

Loading Glossy Coated Paper

Use the Multi-Purpose Feeder

To send the file:

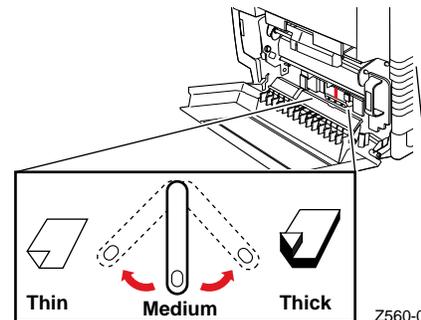
1. *Select tray: **Multi-Purpose Feeder**
2. *Select media: **Coated**
3. Send the job.

* These selections can be made from the front panel or from the driver.

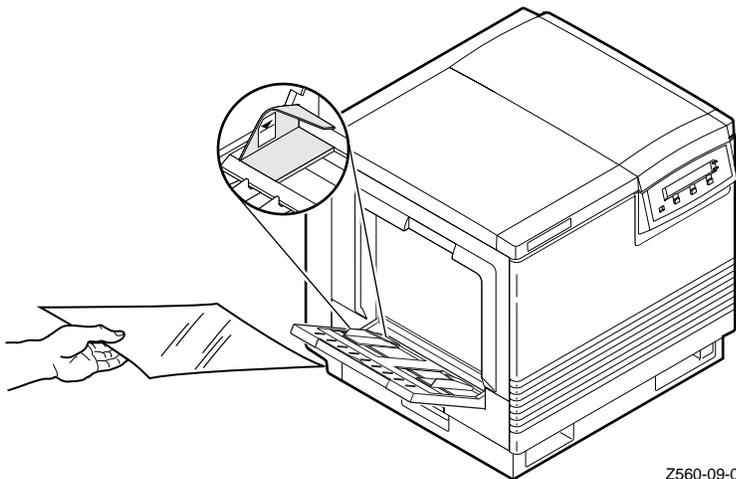
Caution Do not use glossy coated paper for duplex printing; it may damage printer components.

To load the media:

1. Set the Media Thickness Switch to **Medium**.
2. Adjust the guides for the width of the media.
3. Insert media. Take care not to overfill the Multi-Purpose Feeder; keep the media level below the limit indicator.



Z560-09-02

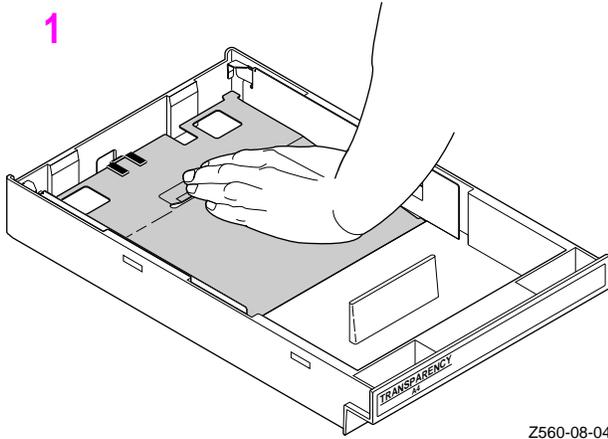


Z560-09-01

Loading Transparencies

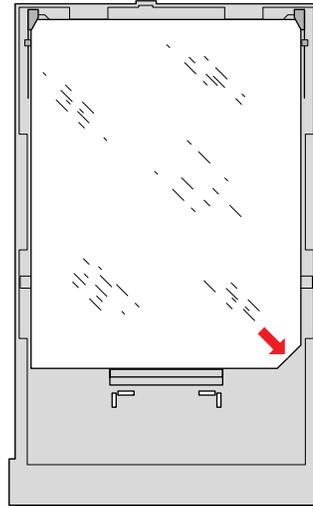
Using the transparency tray

1



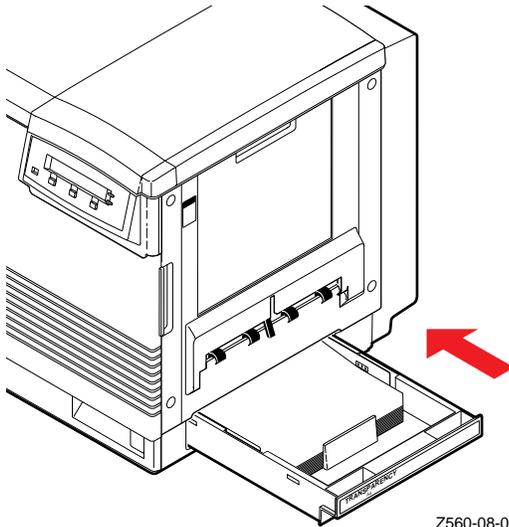
Z560-08-04

2



Z560-08-05

3



Z560-08-06

Using the Multi-Purpose Feeder

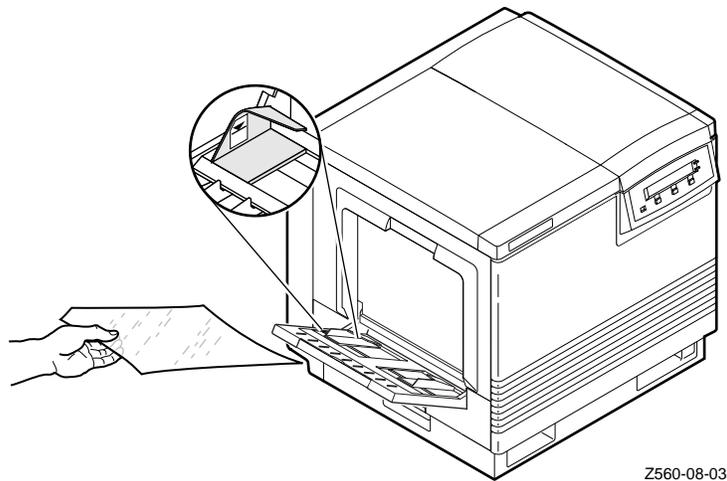
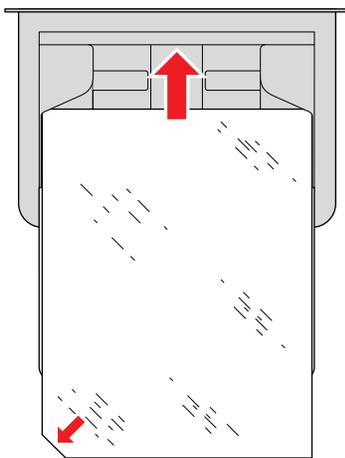
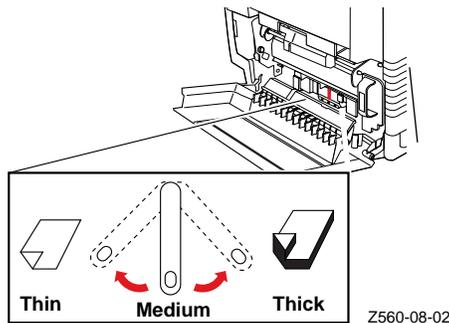
To send the file:

1. *Select tray: **Multi-Purpose Feeder**
2. *Select media: **Transparency**
3. Send the job.

*These selections can be made from the front panel or from the driver.

To load the media:

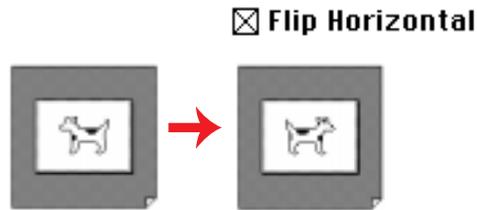
1. Set the Media Thickness Switch to **Medium**.
2. Adjust the guides for the width of the media.
3. Load the media with the notch on the trailing edge.



Loading Fabric Transfer Media

To send the file:

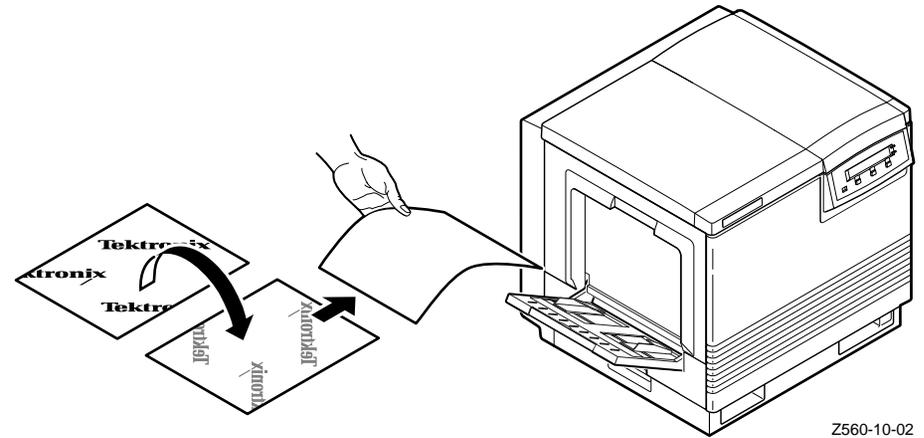
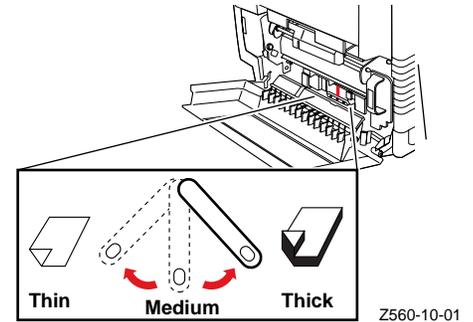
1. Reverse the image (it must print backward to transfer it later).
2. *Select tray:
Multi-Purpose Feeder
3. *Select media:
Fabric Transfer
4. Send the job.



* These selections can be made from the front panel or from the driver.

To load the media:

1. Set the Media Thickness Switch to **Thick**.
2. Adjust the guides for the width of the media.
3. Insert **one sheet at a time**:
logo-side *down*.



Caution Always keep unused fabric transfer media in its original packaging to protect it against damage.

Transferring Printed Images onto Fabric

Note: *This thermal-transfer paper is designed to be used with a professional heat press commonly found in T-shirt shops and full-service copy centers. Conventional home hand irons are not recommended for this project. For best results, transfer only onto white-colored garments. Textiles such as leather and nylon that have been treated or water-proofed will not transfer properly.*

1. Trim away the excess on the fabric transfer media, leaving a small border with rounded corners (to avoid later tearing) around the image. For mouse pads and puzzles, trim so image is 6.35 to 12.7 mm (1/4 to 1/2 in.) larger than the mouse pad or puzzle.
2. Position garment on lower platen of heat press. Use plain paper underneath mouse pads to protect lower platen. Prepress approximately 3-5 seconds to release moisture from fabric (repeat until there's no steam). This is especially important if garment is 100% cotton.
3. Place trimmed fabric transfer image face down onto garment in desired position. Press image onto garment using proper press time and temperature settings; refer to the table. When transferring onto both sides of a garment, be sure to place plain paper between the image and the heat press' lower platen.
4. For mouse pads and puzzles, refer to **Step 5** and immediately remove the paper backing after opening the press. For all other garments, let the transfer set for 3-5 seconds before removing the paper backing.

5. Pinch the corners and peel the paper backing slowly across the heat press' lower platen using a constant speed. *Do not pull straight up.* Use a piece of cloth to hold down mouse pads and puzzles while peeling the paper backing from the transfer. If the paper backing starts to tear, stop immediately, cover the entire transfer with plain paper, and repeat **Steps 3** through **5**.

To minimize image color loss on garments after washing:

1. Prepress the garment to remove excess moisture.
2. Use the correct time and temperature settings (see table).
3. Iron the image after washing to enhance colors.

For detailed instructions on transferring images to other surfaces, refer to the HAL document available via fax by calling 1-800-835-6100.

For information on purchasing heat press equipment, call 1-800-624-4210 (extension 300), or 1-847-945-9600 (extension 300).

Table 1: Fabric/Press Settings

Fabric	Temperature	Pressing Time	Setting Time
100% Cotton	375° F/200° C	8 seconds	3-5 seconds
50%/50% Polyester/Cotton	375° F/200° C	8 seconds	3-5 seconds
Rayon	350° F/180° C	8 seconds	3-5 seconds
100% Polyester	350° F/180° C	8 seconds	3-5 seconds
100% Silk	350° F/180° C	8 seconds	3-5 seconds
Sweatshirts and tote bags	375° F/200° C	20 seconds	3-5 seconds
Baseball caps	375° F/200° C	8 seconds	3-5 seconds
mouse pads	375° F/200° C	8 seconds	none; remove backing immediately
puzzles	375° F/200° C	20 seconds	none; remove backing immediately
mugs (mug press required)	325°F/170°C	90 seconds	30 minutes
hard surfaces	325°F/170°C to 375°F/200°C	60-120 seconds	cool to room temperature