



Portable Labeler PL100

Quick Reference

This Quick Reference gives you an overview of the features and functions of the 3M™ Portable Labeler PL100. For more detailed information on using your printer, refer to the *3M Portable Labeler PL100 User Guide*.

Function Keys

Function Key	Description
	Toggle power on and off.
	Navigate the label and menus.
	Add new line to label; select a menu option.
	Print label.
	Toggle CAPS on or off.
	Shift or select alternate key function.
	Delete character to left of cursor.
	Clear current label text & format.
	Add one space in label text.
	Select symbol characters.
	Select font size.
	Select language.
	Select normal, italic, or outline.
then	Adjust print contrast quality.

Printing

To print ...	Do this ...
Single label	1. Enter text. 2. Press .
Multiple copies of same label	1. Enter text. 2. Press . 3. Enter # copies; then . 4. Press .
 Serialized labels	1. Enter the text with at least one number. 2. Press and use the arrow keys to turn on. 3. Press or . 4. Repeat step 3 for each additional label in series.

Hot Keys

Hot Key	Steps
 Flag label	1. Enter label text. 2. Press and then . 3. Press .
 Fixed-length label	1. Enter text and press . 2. Press . 3. Press and then .
 Vertical label	1. Enter label text. 2. Press and use arrow keys to select ON. 3. Press .

Symbols

To add ...	Do this ...
Commonly used symbols	1. Press a symbol Hot Key: A/V ELECTRICAL SAFETY
Symbols from the symbol table	1. Press + SPACE . 2. Select symbol. 3. Press .

Symbol Table

A	!	i	?	¿	.	,
B	'	#	%	&	;	"
C	+	=	*	-	:	/
D	(	)	~	\	@	±
E	\$	£	¢	\$	¼	½
F	↓	↑	→	←		

A/V Audio Visual Symbols

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ELECTRICAL Electrical Symbols

SAFETY Safety Symbols

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3M™ Portable Labeler Refill Cartridge

The following industrial label cassettes are available for the 3M Portable Labeler PL100 printer.

Material Type	3/8" (9 mm)	1/2" (12 mm)	Length
Flexible Nylon White	—	051128-585092	11.5' (3.5 m)
Flexible Nylon Yellow	—	051128-585122	11.5' (3.5 m)
Permanent Polyester White	051128-584859	051128-584866	18.0' (5.5 m)
Permanent Polyester Metallic	051128-584927	051128-584903	18.0' (5.5 m)

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