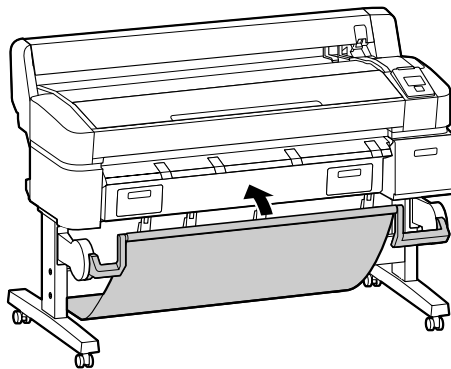


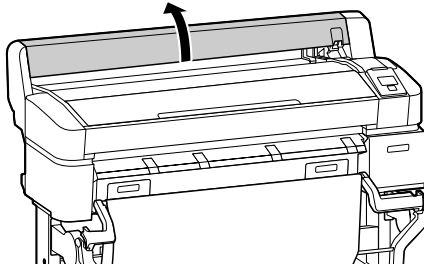
## Loading Roll Paper

Before you start, close the paper basket. This makes it easier to access the top of the printer during the paper loading process.

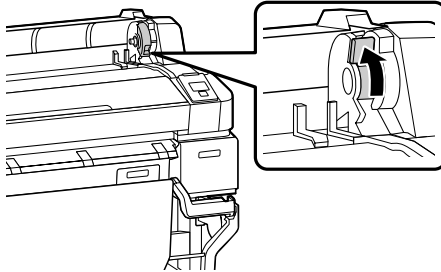


**Note:** If the optional multifunction scanner is installed, raise the scanner until you hear a click.

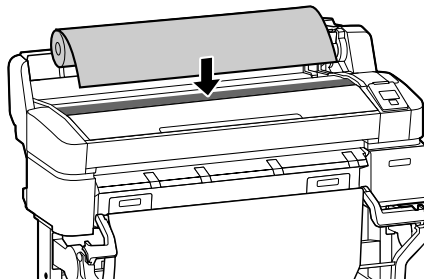
1. Open the roll paper cover.



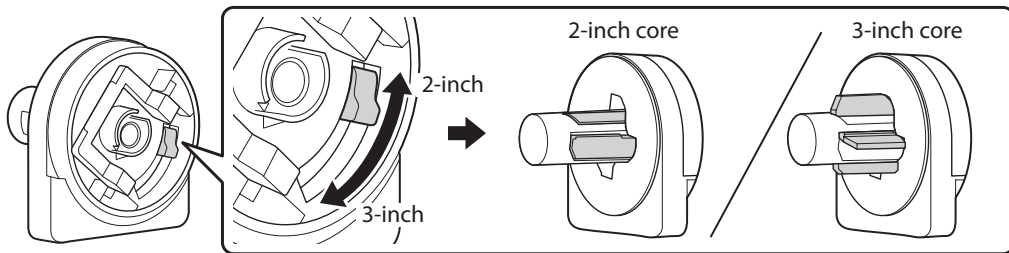
2. Raise the roll lock lever.



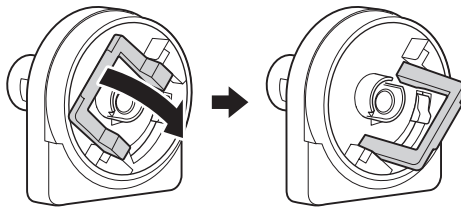
3. Place the roll on top of the printer.



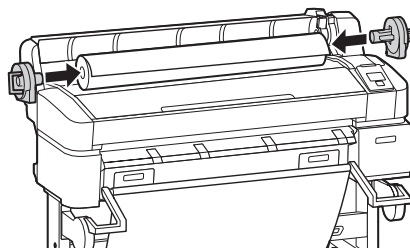
4. If necessary, adjust the roll media adapters to fit the core size of the roll paper.



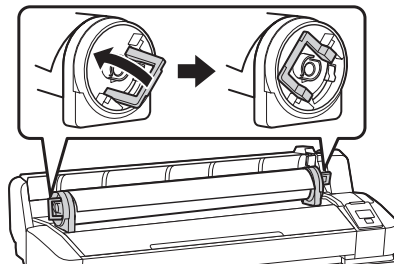
5. Release the tension lever on both adapters.



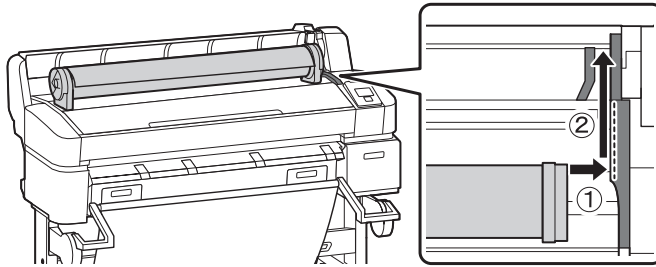
6. Push the adapters into the paper core at both ends of the roll. Press the adapters in until they are fully inserted into the roll.




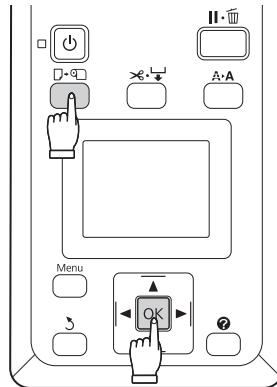
7. Push down the tension lever on both adapters to secure them.



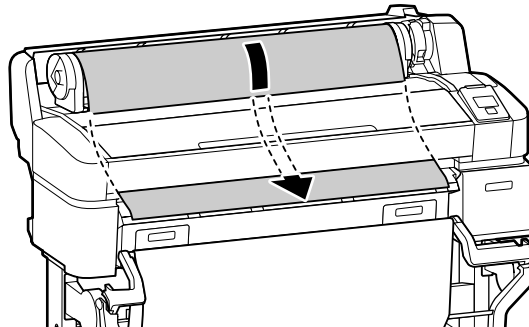
- Slide the roll paper all the way to the right until it lines up with the adapter guides.



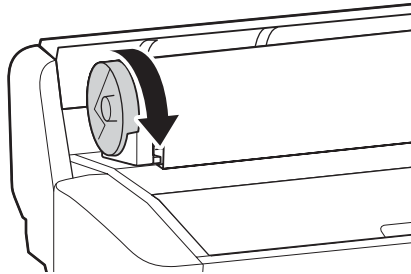
- Press the  button on the control panel. Confirm that Roll Paper is highlighted in the display, then press the OK button.



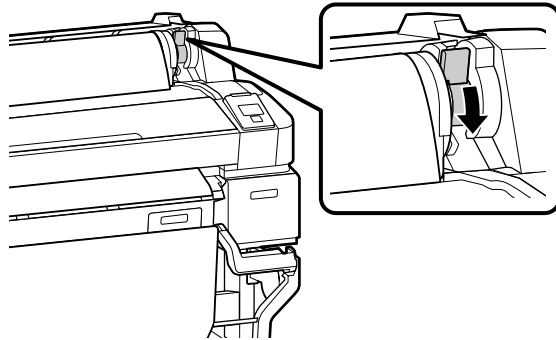
- Insert the end of the roll paper into the paper slot and pull it through. Make sure the paper is free of slack and that the end is not folded. If **Auto Loading** is enabled on the T5270D or T7270D, you hear a beep. Continue with step 12.



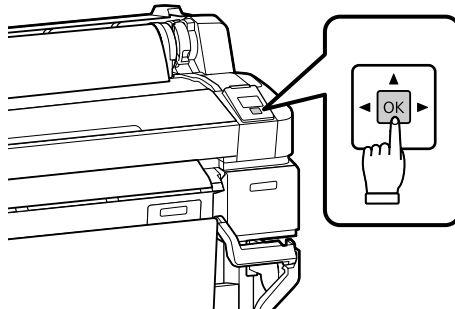
11. Rotate the roll paper adapters to push the paper straight through until the leading edge reaches the front of the printer.



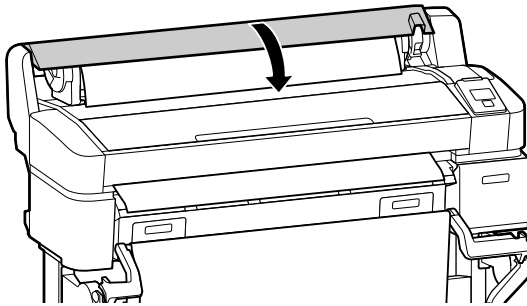
12. Lower the roll lock lever.



13. Following the instructions on the control panel, press the OK button. The paper is fed into the printer.



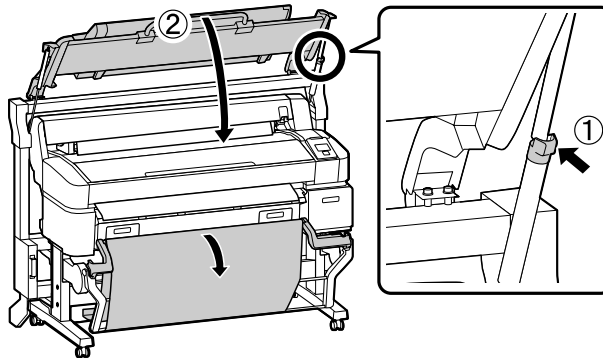
14. Close the roll paper cover.



15. Check the message on the control panel.

- If the paper type was automatically detected, the printer displays **Ready** on the LCD screen. The printer is ready to print.
- If the paper type was not detected, the printer displays the **Paper Type** and **Roll Paper Remaining** settings for the paper currently selected. Follow the instructions on the control panel to change or confirm the current settings. Press **OK** when finished.

16. Before printing, close the optional multifunction scanner and open the paper basket, if necessary.



**Note:** See the *User's Guide* for information on loading cut sheets and poster board.