

# Large Format Printer Basics

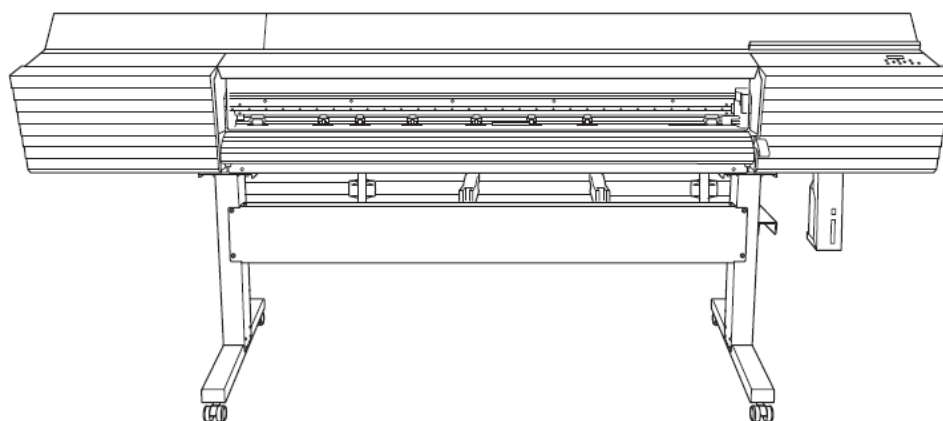
Inspiration Station: Geauga County Public Library's Maker Space Instructions

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## Introduction

The **Roland GS2-540** is a large format printer/cutter which is capable of printing and cutting different jobs. It can be used to print posters and banners as well as printing and cutting stickers and vinyl for garments, bags, and window designs.



To use the large format printer, set up your media, send your project through the VersaWorks printing software, and then separate the finished print job from the media.

Print and Cut*	Print Only**
Sticker Vinyl Heat Transfer Vinyl Static Cling	Banner Vinyl Canvas Paper Photo base Paper

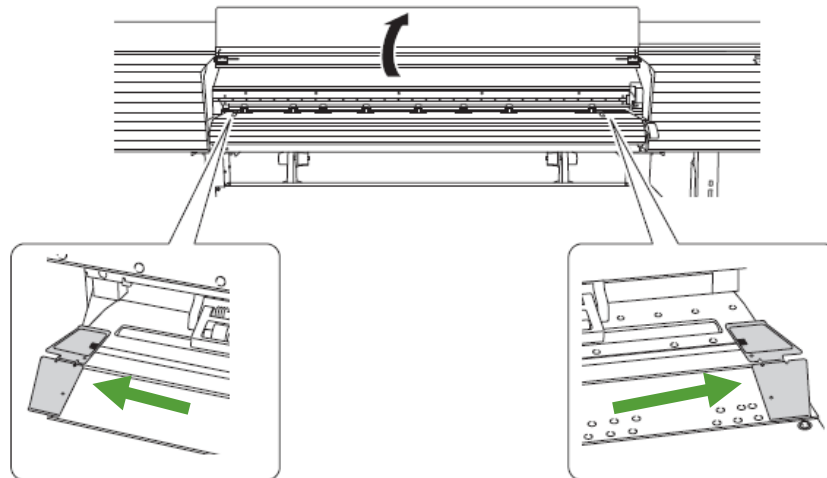
\*Media must have a backing to be cut and not too thick of material.

\*\*All media can complete the Sheet Cut function, which removes the print job from the roll of media. This only cuts a straight line.

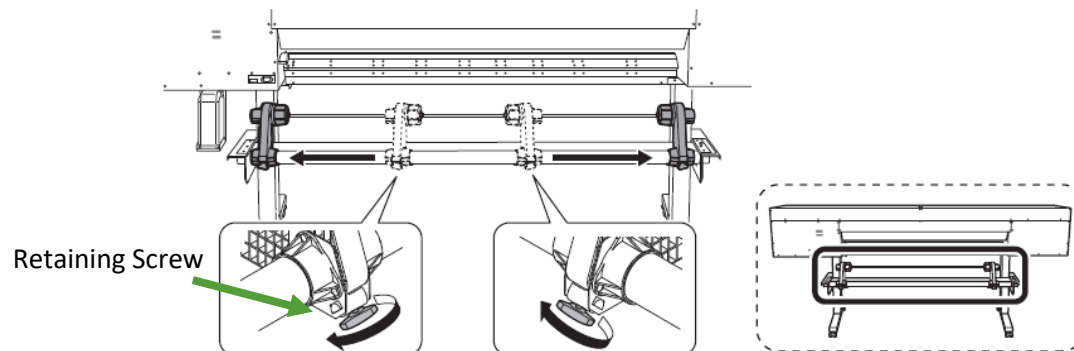
# Set Up Media

Roll media is on a paper tube, which allows for long dimensions. The media must be set up before printing can occur.

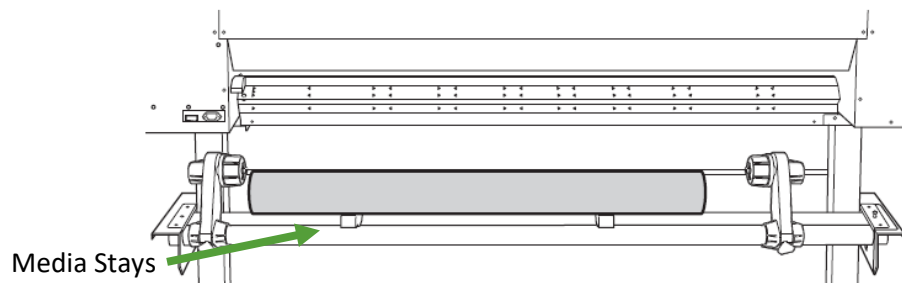
1. Open the front cover
2. Move the media clamps to the outside of the grit rollers on the left and right edges respectively so that they are out of the way.



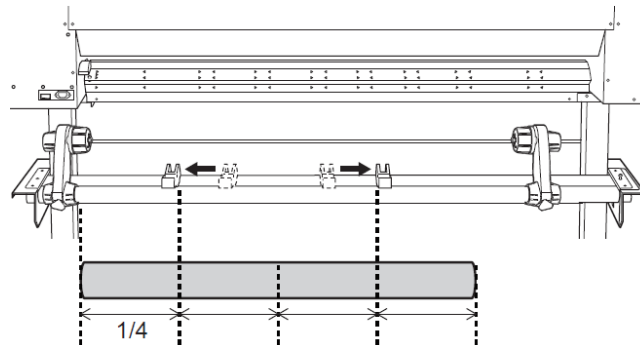
3. Go behind the machine with your media. Loosen the retaining screws of the right media holder until it can slider farther to the right side.



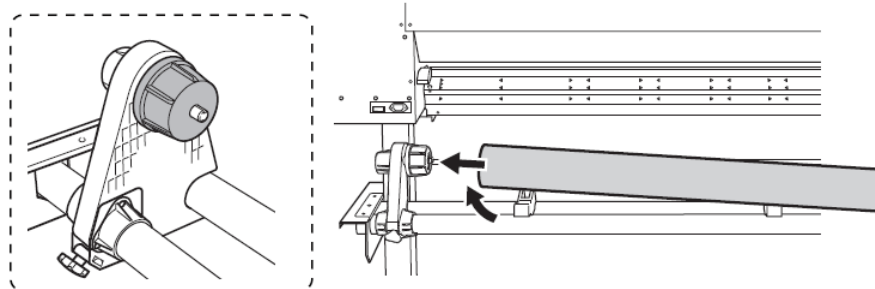
4. Place the media on the media stays.



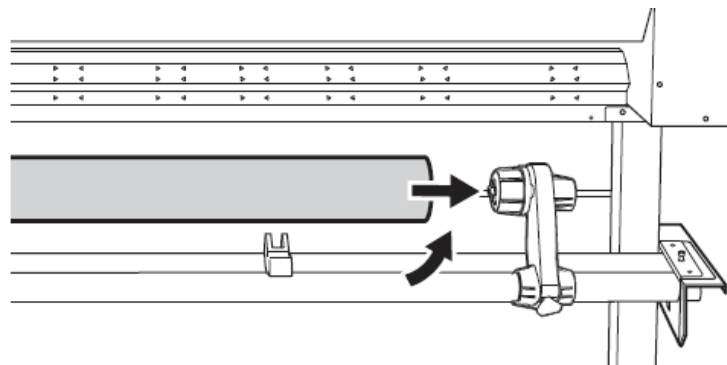
- a. Place the media stays at positions that are  $\frac{1}{4}$  the length of the media from each end for stabilization.



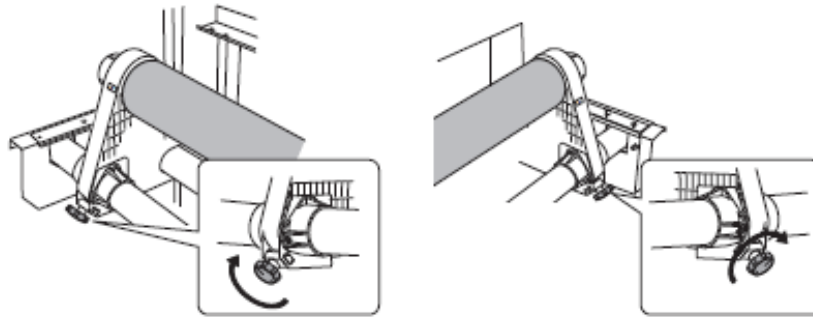
5. Fit the paper tube (core) of the media on to the end cap of the left media holder.



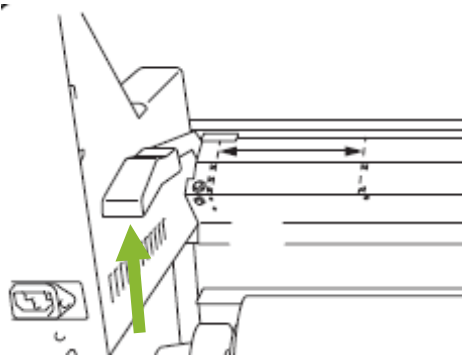
6. Move the right media holder to fit its end cap onto the core of the media.
  - a. Fit the media securely to prevent it from moving easily.



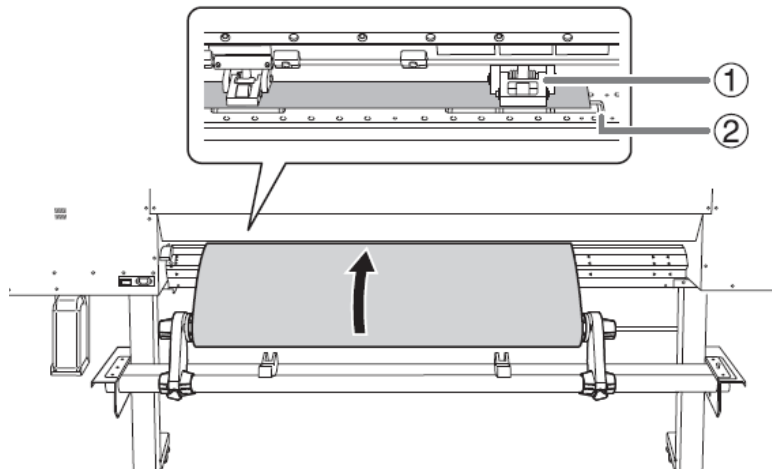
7. Secure the media holders by tightening the retaining screw.



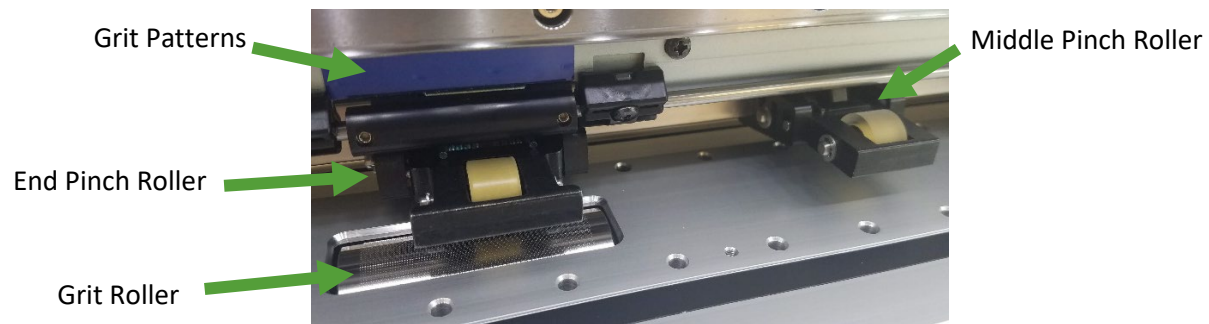
8. Make sure the holding lever is up.



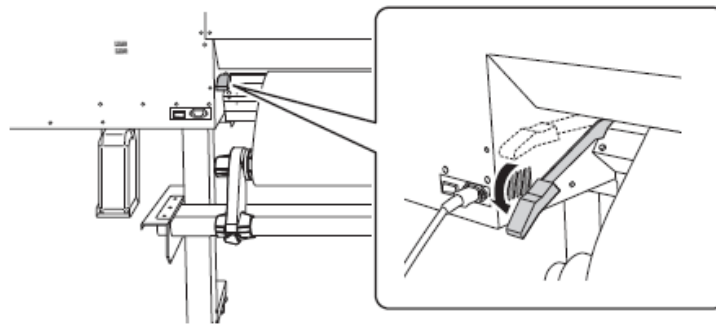
9. Pass the leading edge of the media between the pinch rollers and the grit rollers.



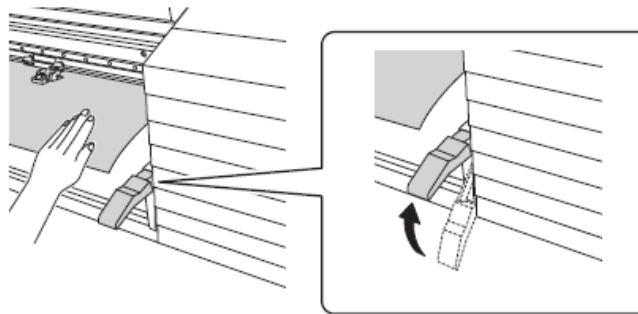
- The pinch rollers press down on the media from above and can be moved depending on the size of the media.
- The grit rollers are stationary and are located underneath the media. Their locations are marked with blue markers on the front of the machine. On the back, the grit rollers are marked with small arrows.



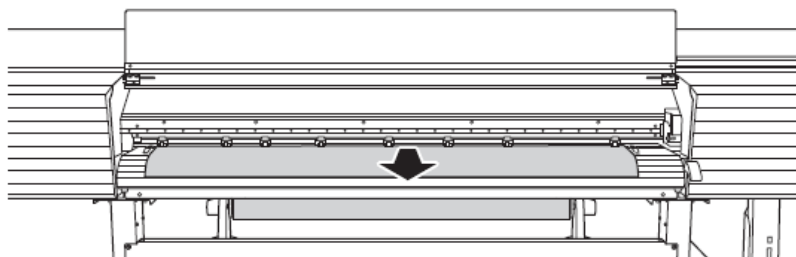
10. Lower the loading lever at the back of the machine.
  - a. The media is held in place.



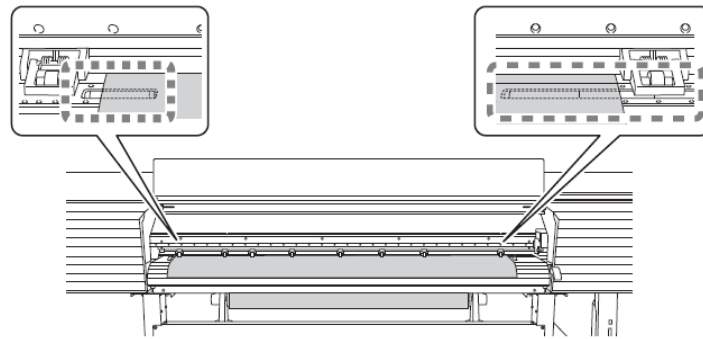
11. Move to the front of the printer. Gently hold down the media and raise the loading lever at the front of the machine.
  - a. This will release the media.



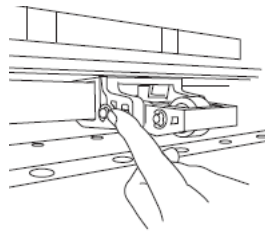
12. Pull out the media over the apron.



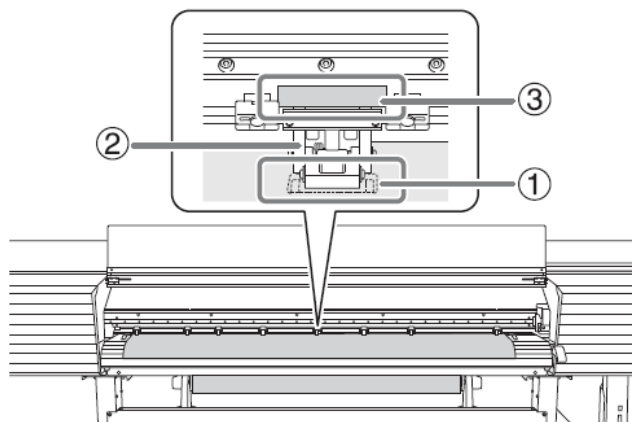
13. Make sure both edges of the media are above the grit rollers
  - a. Be sure to place the right edge of the media on the right-end of the grit roller.



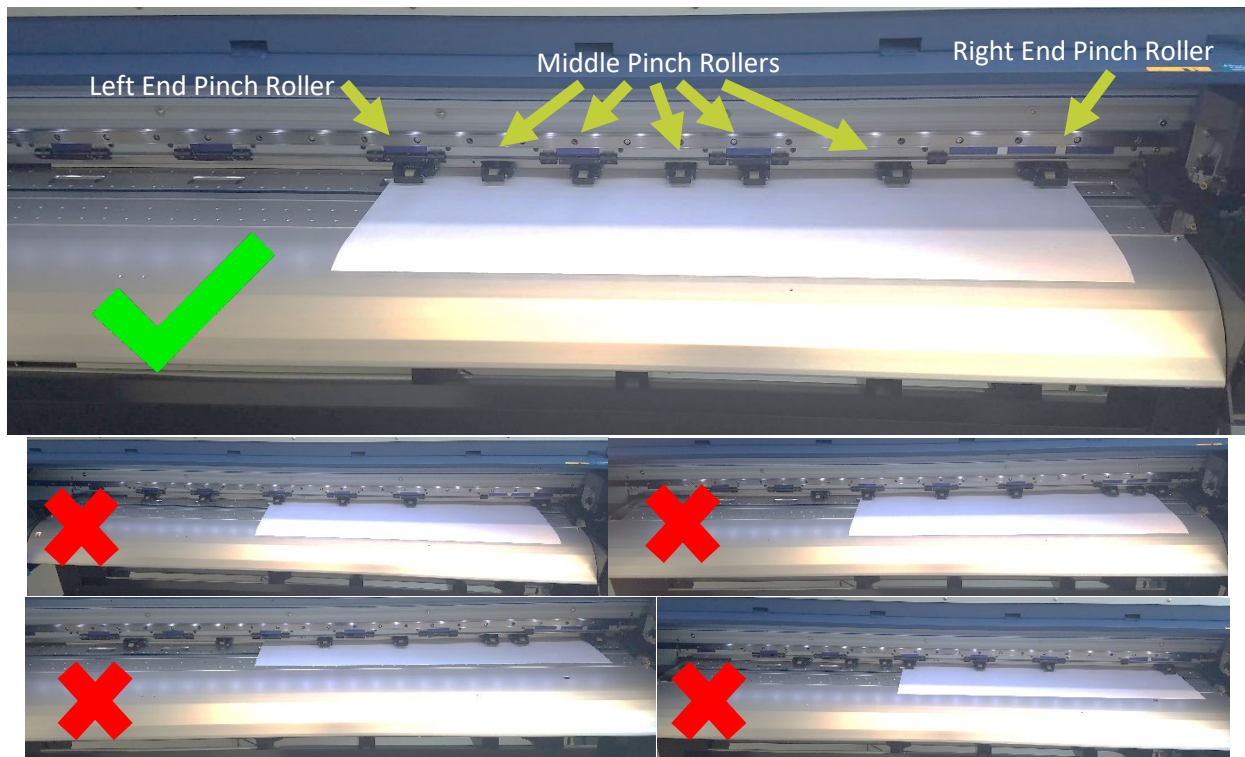
14. Move the pinch rollers, placing them on both edges of the media.
- a. Position the end pinch rollers lined up with the edges of the media.



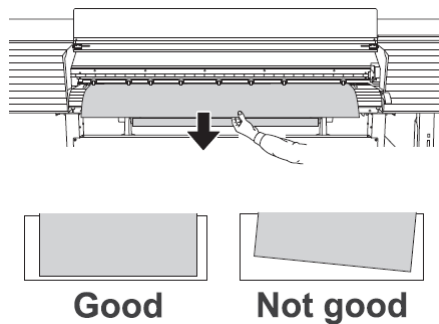
15. Move the middle pinch rollers (2) over all the remaining grit rollers (1) covered by the media.
- a. There are grit patterns (3) wherever there are grit rollers.
  - b. Middle pinch rollers do not need to be lined up with a grit roller and can be in between on small media. If not lined with a grit roller, the pinch roller is not used.
    - i. There are enough pinch rollers for grit rollers. All are used on 54" media.
  - c. There should only be ONE pinch roller on the right side where there are 3 grit patterns. There are three to support different sized media.



**See pictures on next page for proper spacing.**

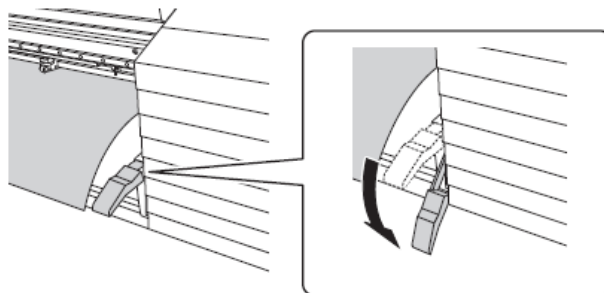


16. Hold the media at the center and pull it out, being sure to keep it straight and all areas of the media are taut.

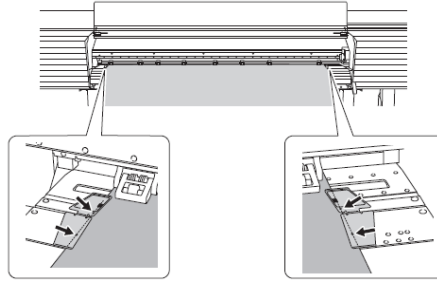


17. Lower the loading lever in the front.

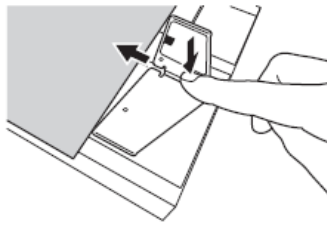
a. The media is held in place.



18. Line up the edges of the media with the centers of the holes of the media clamps (left and right).



- a. Press down on the bent part of the media clamps to lift both of the edges, then slide them into place.



19. Close the front cover.

20. Press [ENTER]

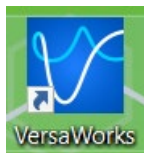
- a. When you press [ENTER], the cutting carriage moves and detects the width of the media. This operation is called initialization. When initialization ends, [SETUP] on the operation panel lights, and the printable width is displayed on the screen. This completes setting up the rolled media.

## Basic Printing

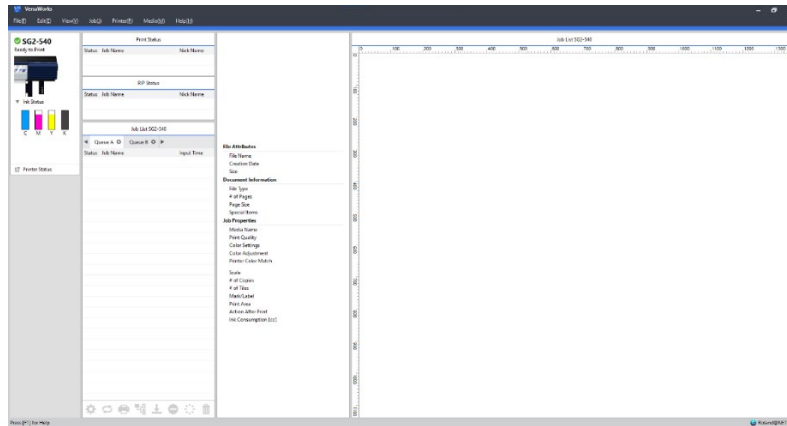
How to print banners, posters, and photographs. Files should be **PDFs**. You can use any design software you prefer. Examples include Adobe Photoshop, Adobe Illustrator, Adobe InDesign, Microsoft Publisher, Canva, CorelDraw, GIMP, or Inkscape.

**NOTE: Design your project to the size you will approximately print it to avoid pixelation.** For example, if you print a 30" x 60" poster, make your workspace in your chosen design software that size. If you design it smaller, for example 8.5" x 11", the file may not be high enough resolution and the poster will look fuzzy.

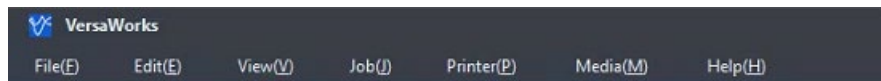
1. Set up the media as described above. The media **MUST** be set up before continuing.
2. Open **VersaWorks** on the computer desktop.



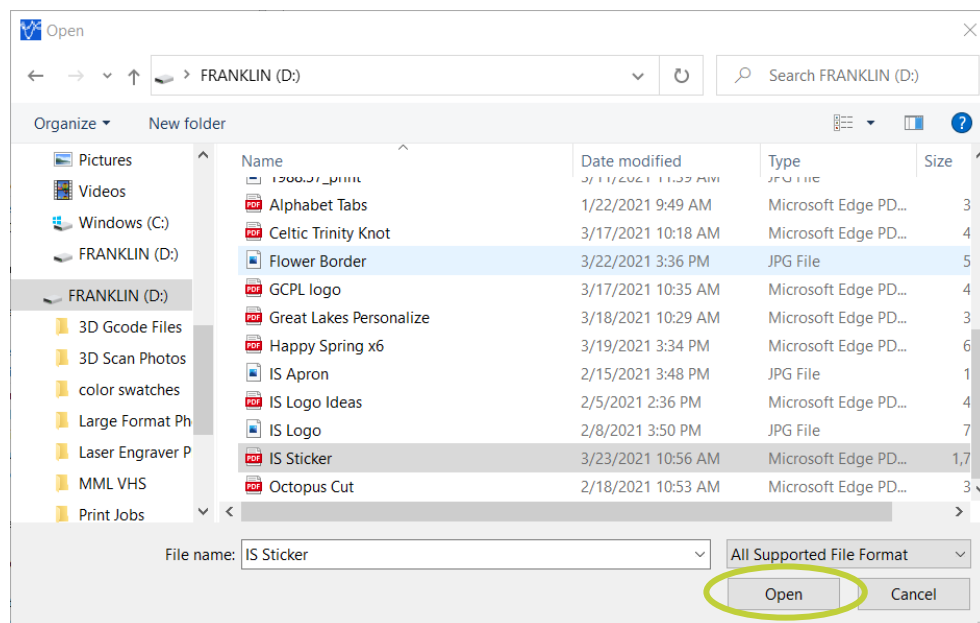




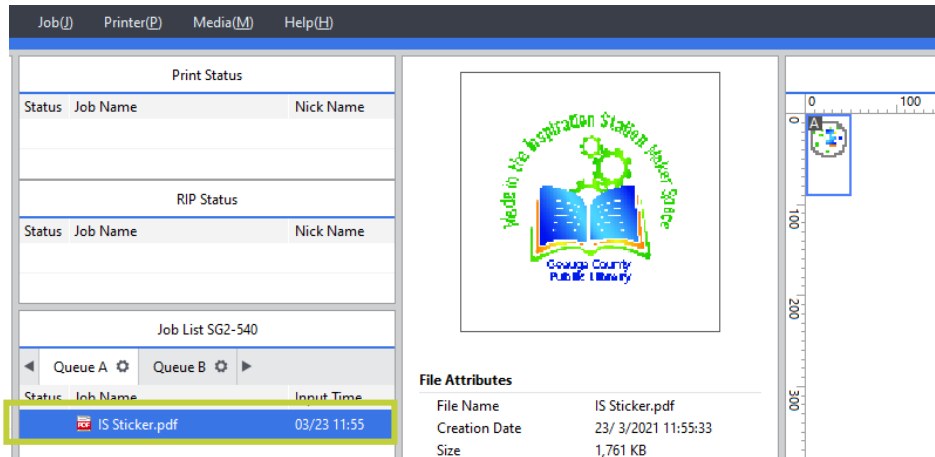
3. Click on **File** and then **Add Job to Queue Folder** to select the queue folder to use.
  - a. Choose **Queue A**. There are 5 different queues available to prepare industrial levels of prints. We do not need this feature and only use Queue A.



4. The **Load from File** window appears.
  - a. Select your desired file from its location on your USB drive.
  - b. Your file should be a **PDF** for best results.



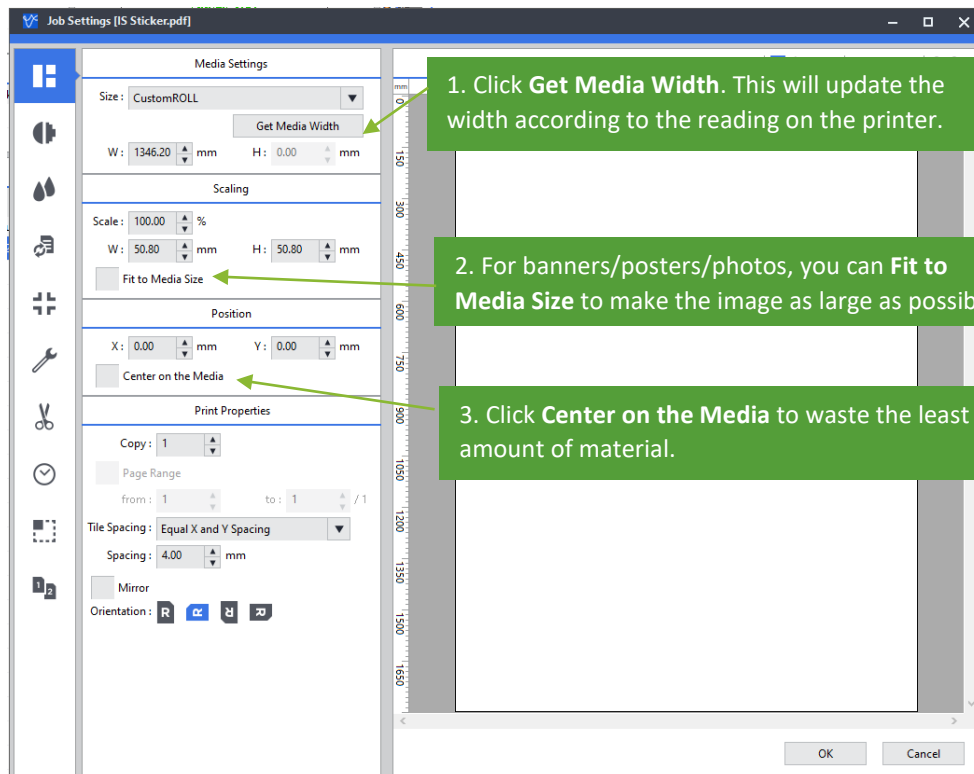
5. Click **Open**.
  - a. The file will appear in the job list.
  - b. The print preview on the right is always pixelated. Don't worry, this is not how the image will look when printed. It is for sizing purposes only.



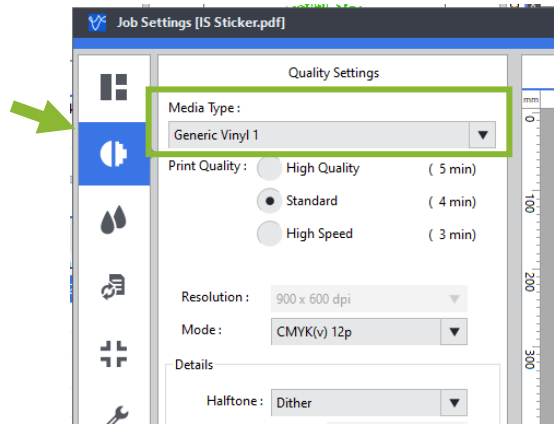
6. Repeat steps 3-5 to add more jobs.
7. To print multiple jobs at once, hold down the **Shift** key, click the first job, and then click the last job., then press the **Nest** button. This will re-order the images to use the least amount of media possible.
  - a. Find the Next button at the bottom of the Job List.



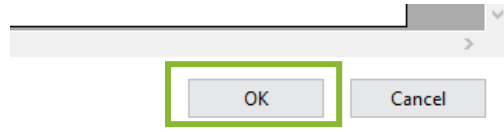
8. When all jobs are loaded, double-click on the job or nest of jobs you want to print.
  - a. The **Job Settings** window appears. Do the following:



9. Click on the second icon in the tab and choose the **Media Type**.
  - a. Choose banner or photo depending on your media. Use banner for canvas.



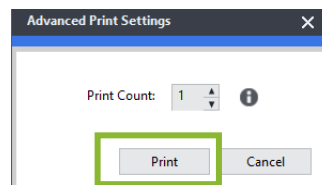
10. When satisfied with the settings, click **OK**.



11. When ready to print, click the **Print** icon at the bottom of the Job List.



12. Set the **Print Count**
  - a. For most projects, the print count should stay at 1.



13. Click **Print**.
  - a. Processing by the RIP (Raster Image Processing) and printing are performed. In the job list, a new checked icon is displayed (🖨️) next to jobs that have been printed.

Print Status		
Status	Job Name	Nick Name
	IS Sticker.pdf	SG2-540
RIP Status		
Status	Job Name	Nick Name
100%	IS Sticker.pdf	SG2-540

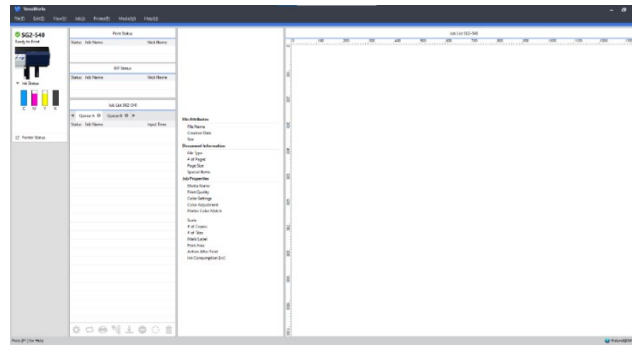
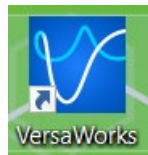
14. After the job has loaded, the printer will print.
  - a. It may heat up first before printing.
  - b. Large jobs may take time to load before printing.
15. When printing is finished, go to **Cutting the Media** to remove the print from the roll.

## Printing Stickers

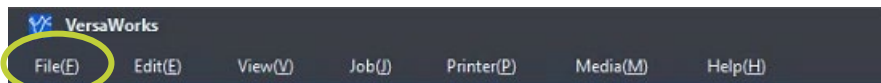
How to print stickers with vinyl or heat transfer vinyl for shirts, sweatshirts, bags, and other types of fabric.

*Refer to the Heat Transfer Vinyl Tutorial for all the steps on transferring your print to your fabric.*

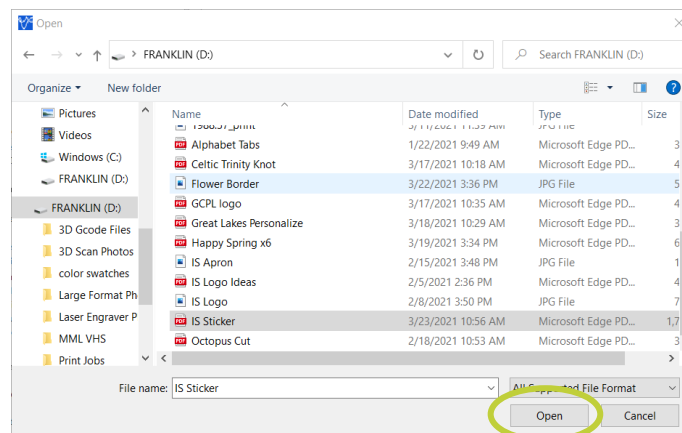
1. Set up the media as described above. The media **MUST** be set up before continuing.
2. Open **VersaWorks** on the computer desktop.



3. Click on **File** and then **Add Job to Queue Folder** to select the queue folder to use.
  - a. Choose **Queue A**. There are 5 different queues available to prepare industrial levels of prints. We do not need this feature and only use Queue A.

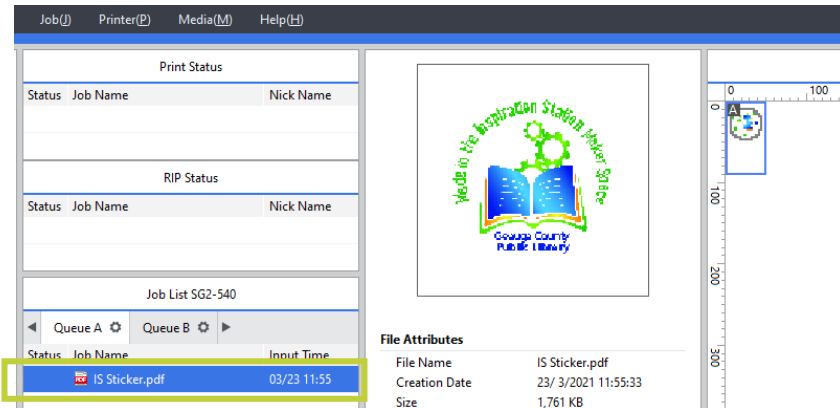


4. The **Load from File** window appears.
  - a. Select your desired file from its location on your USB drive.
  - b. Your file should be a **PDF** for best results.



5. Click **Open**.

- The file will appear in the job list.
- The print preview on the right is always pixelated. Don't worry, this is not how the image will look when printed. It is for sizing purposes only.



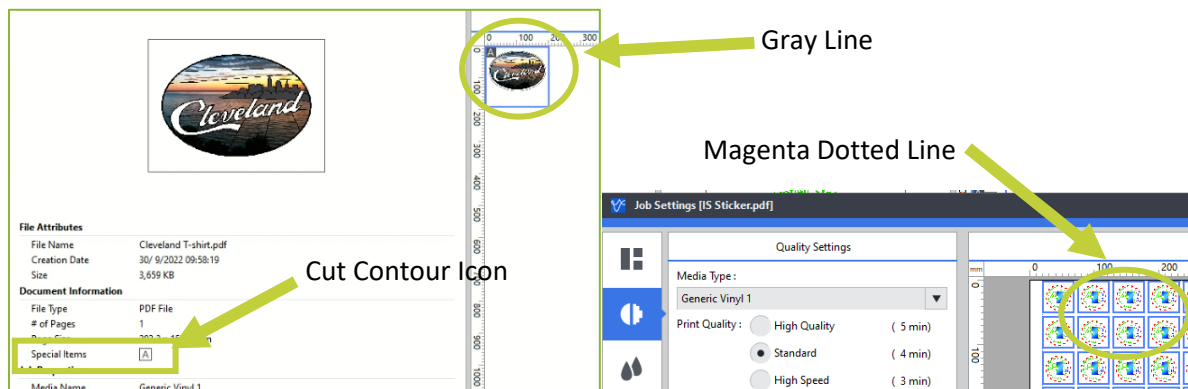
## 6. Repeat steps 3-5 to add more jobs.

7. To print multiple jobs at once, hold down the **Shift** key, click the first job, and then click the last job., then press the **Nest** button. This will re-order the images to use the least amount of media possible.

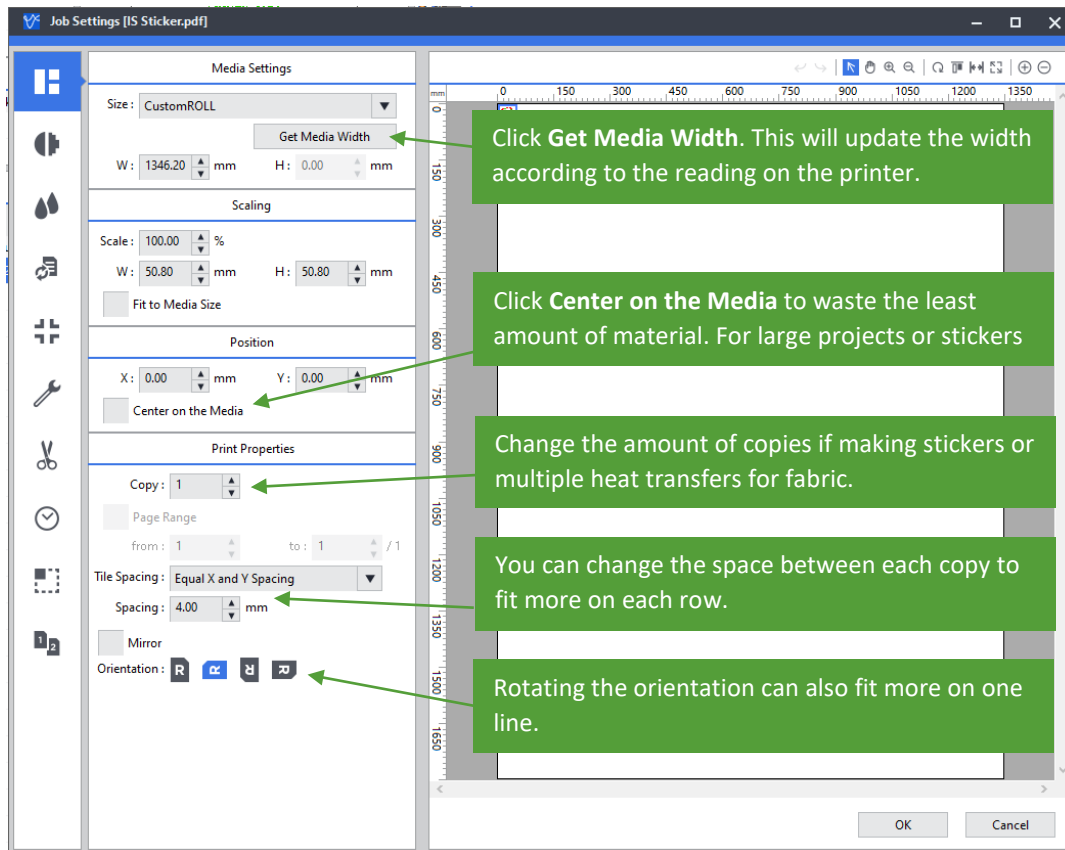
- Find the Next button at the bottom of the Job List.

8. Make sure your cut lines are recognized. Cut Lines must be **100% Magenta**, the color is named **CutContour**, and **.25 pt** stroke thickness or less. Use Illustrator on any Maker Space laptop or Macbook to access the VersaWorks swatch. This swatch is directly from the manufacturer. Read the Cut Contour Tutorial for more information.

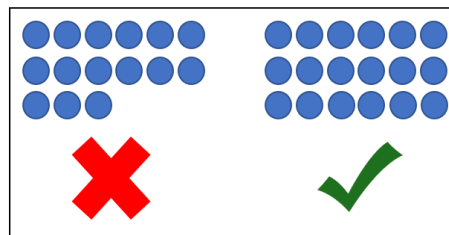
- Ways to tell your cut line is recognized by the printer:
  - There is a gray line where you designed the cut line on the print preview.
  - Next to Special Items in the print job description, there is an A with a square around it.
  - In the Job Settings menu, there is a magenta dotted line for the cut line.
- If the above items are missing, the cut line was not recognized. Check your design.



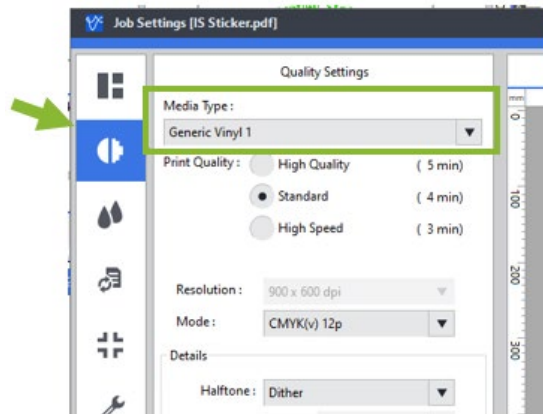
9. When all jobs are loaded, double-click on the job or nest of jobs you want to print.
  - a. The **Job Settings** window appears. Do the following:



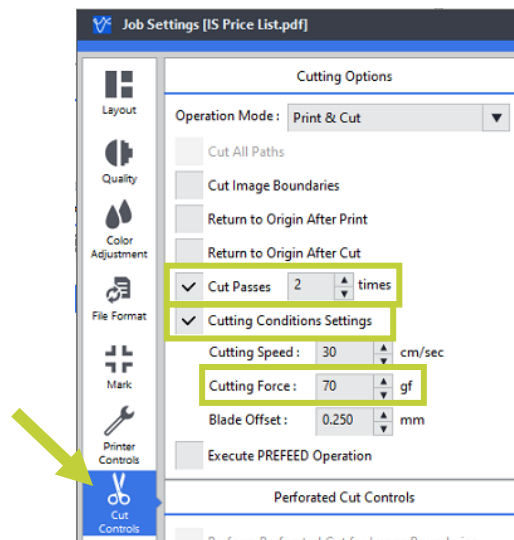
- b. When making copies, make enough to do a whole row across the media rather than just the amount you need. This avoids wasting media.
    - i. For example: I need 15 stickers for a project and can fit 6 across with some spacing. It's better to add 3 more and finish the row.



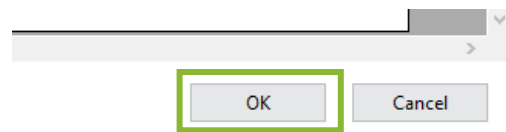
10. Click on the second icon in the tab and choose the **Media Type**.
  - a. Choose vinyl, or heat transfer vinyl depending on your media.



11. Click on the **Cut Controls** icon. Change the following settings for more reliable cutting. This is technically optional.
- Set the Cut Passes to 2 times
  - Increase the Cutting Force under Cutting Condition Settings to 70 gf.



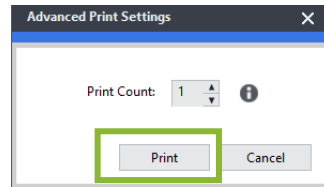
12. When satisfied with the settings, click **OK**.



13. When ready to print, click the **Print** icon at the bottom of the Job List.



14. Set the **Print Count**
- For most projects, the print count should stay at 1.



15. Click **Print**.

- a. Processing by the RIP (Raster Image Processing) and printing are performed. In the job list, a new checked icon is displayed (🖨️) next to jobs that have been printed.

Print Status		
Status	Job Name	Nick Name
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RIP Status		
Status	Job Name	Nick Name
100%	IS Sticker.pdf	SG2-540

16. After the job has loaded, the printer will print.

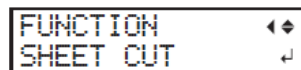
- a. It may heat up first before printing.
- b. Large jobs may take time to load before printing.

17. When printing is finished, go to **Cutting the Media** to remove the print from the roll.

## Cutting the Media

This process is for separating the finished print job from the roll media. Sheet media can be separated or simply removed from the printer depending on its size.

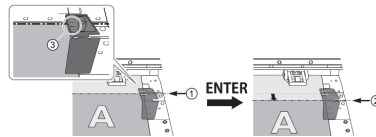
1. After the print job is finished, keep the front cover closed.
2. Check that [SETUP] is lit.
3. Press [FUNCTION]
4. Press the **Down Arrow** [▼] twice until the screen says "SHEET CUT"



5. Press [ENTER]

- a. From its position on the blade protection line prior to [ENTER] being pressed (1), the media moves to the separating line (2) and is cut.
- b. If (1) is obscured by the media clamp, use the two lines (3) on the media clamp as a guide.

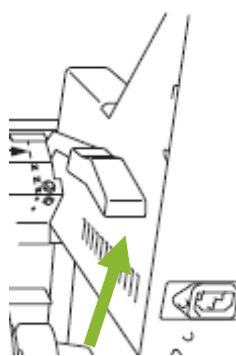




Note: When performing separation, do not use the up arrow [▼] to pull the media back. If the media to the separation location is short, separation may not be performed smoothly. For some media, separation is not possible.

## REMOVE THE MEDIA FROM THE MACHINE

Lift the lever in the front to release the pressure from the pinch rollers.  
Otherwise, the media will be damaged.



# Creating Cut Lines – Large Format Printer

Inspiration Station: Geauga County Public Library's Maker Space Instructions

## Table of Contents

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This tutorial covers how to make cut lines for the large format printer for sticker, wall decal, or print it on heat transfer vinyl for shirts, sweatshirts, bags, and more.

## Basic Cut Lines

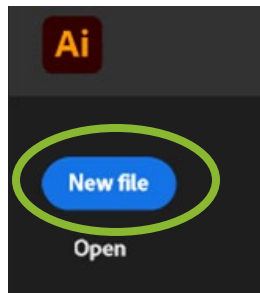
Basic cut lines are simple shapes you can quickly put around your design, such as a circle, square, or star.

You can use JPG or PNG files for creating your stickers but remember to save it as a **PDF** for the large format printer.

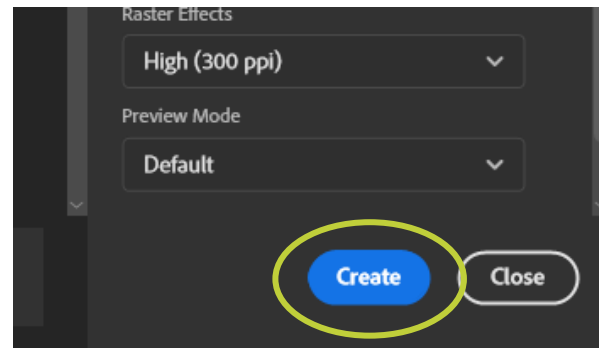
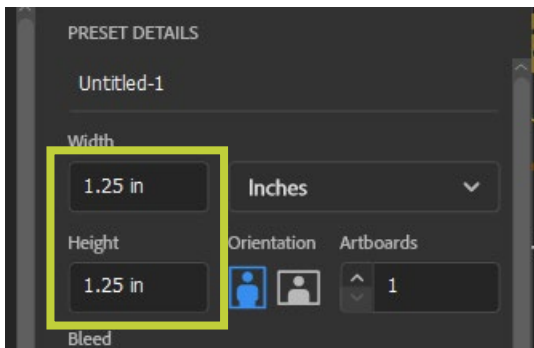
1. Open Adobe Illustrator on the computer
  - a. This is available on all laptops and Macbooks in the Inspiration Station.
  - b. If only designing, the library recommends borrowing a Macbook as they are for design only.



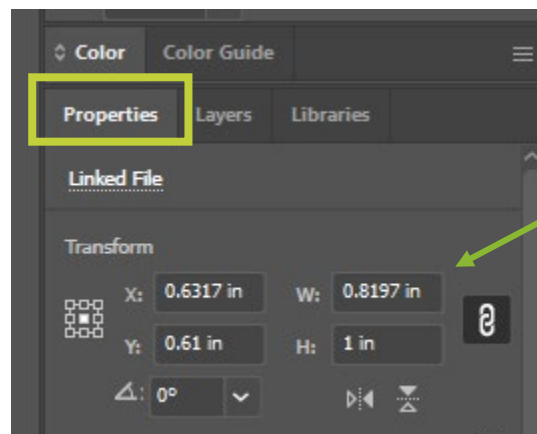
2. Click **New File**.



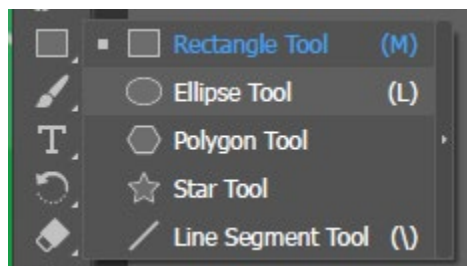
- a. Set the size of your workspace to fit your final project. For stickers, only design one. You can add multiple copies while preparing the print job for the printer.
  - b. For example, to make 1" stickers, make a workspace that is 1.25" x 1.25" for space to design.



3. Click **Create**.
4. Click **File** and then **Place** to add your design.
  - a. Find your file and click **Place**.
    - i. Click and drag your design to fit or double-click to place your design as its default size.
  - b. If you need to resize your design, click and drag the corners or alter the size in the **Properties** tab.
    - i. If the Properties tab is not showing, Click Window → Properties and the tab will appear.

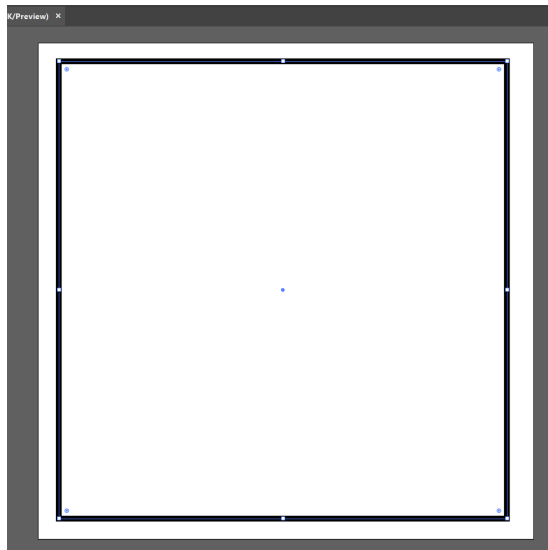


5. Add a shape for the cut line.
  - a. Right-click on the **Rectangle Tool** to change it to a circle (ellipse), polygon, or star.
  - b. If you want a custom line, check the Contour Cut Lines steps.

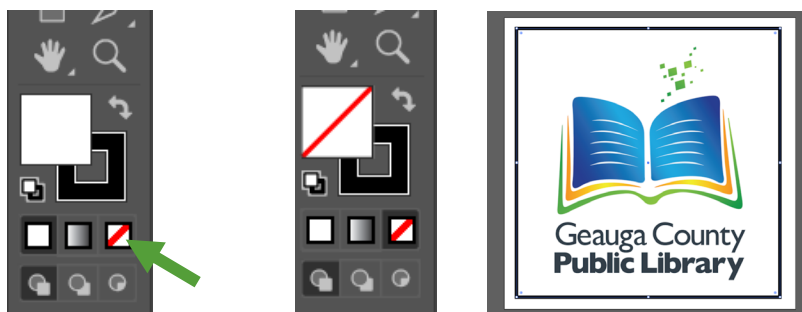


6. Click and drag over the design. This example shows a circle around it.

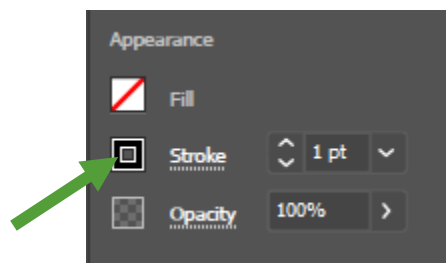
- a. Under the Properties tab, you can specifically determine the height and width as with the design.



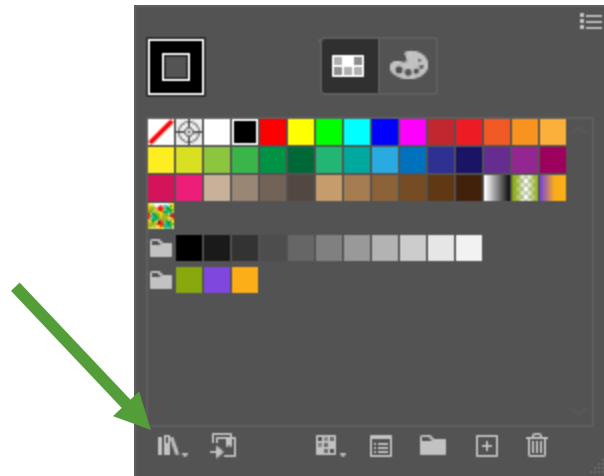
7. The default shape has white on the inside and a black border or stroke line.
  - a. We need to change these two things.
8. In the toolbar, click the square with a red line through it. This will change the center to no fill instead of white.
  - a. You should now be able to see your design. There should still be a black border around it.



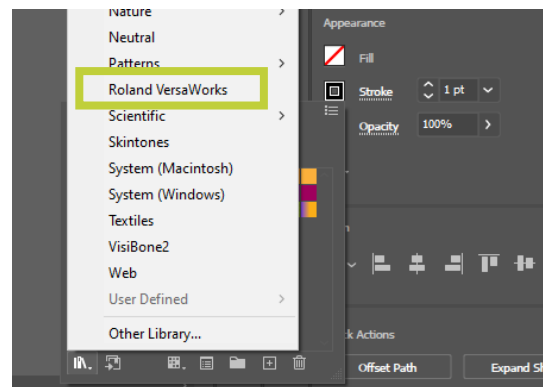
9. Under the Properties tab on the right, click the matching stroke square.



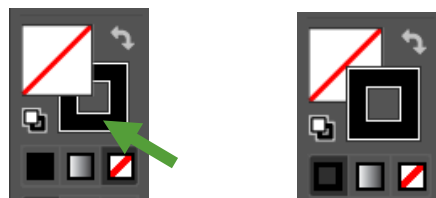
- a. The color options appear. Click on the Swatch Libraries Menu, which looks like 3 books.



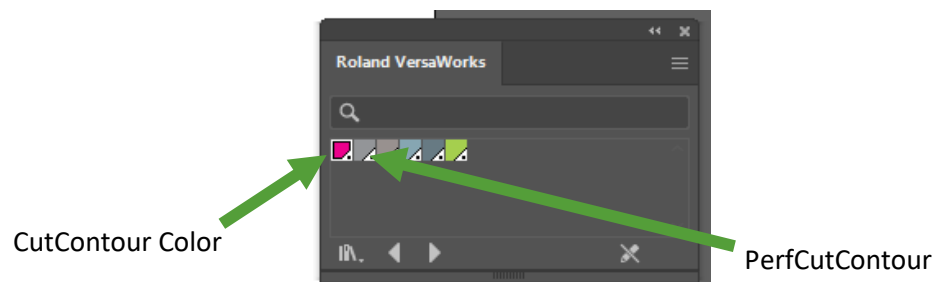
- b. Click **Roland Versaworks**. This opens a new window. You can click and drag this window to move it to a better spot if it is in your way.



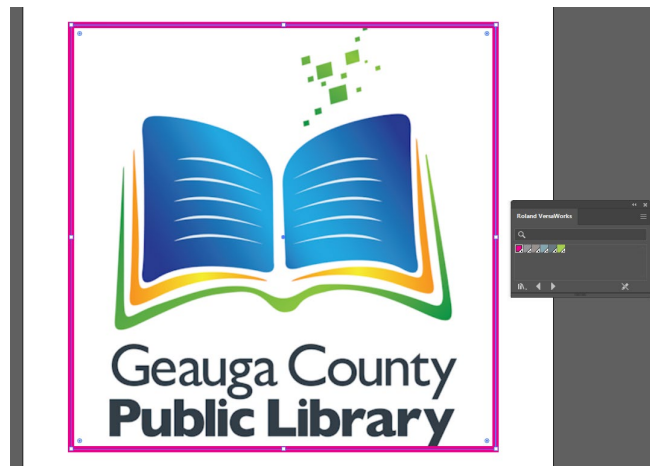
10. Click the black square so it comes in front of the white square with the line through it. You are now going to change the stroke color, or the border color.



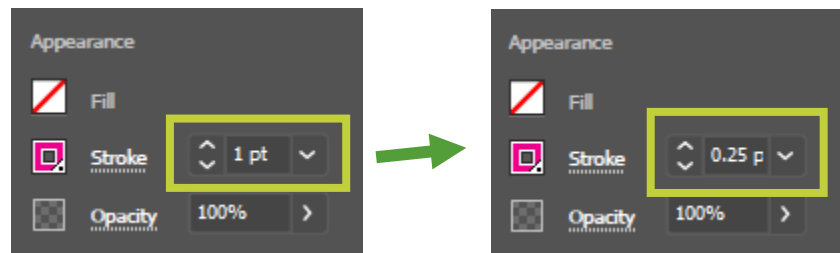
11. Click on the magenta square. This is the **CutContour** color. You can also use the PerfCutContour color for perforated lines, which is the gray square right next to the magenta one.



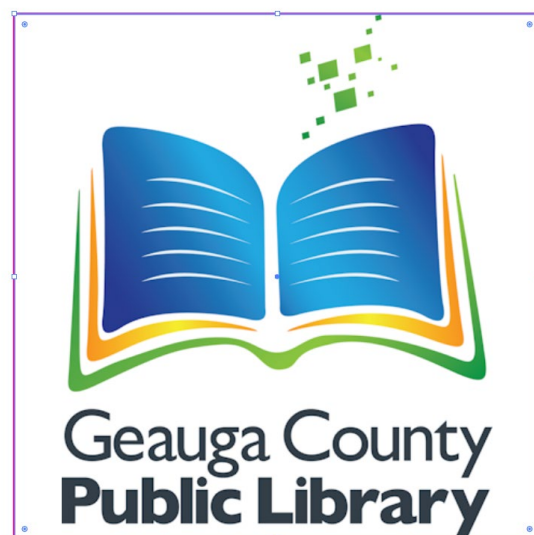
12. The line around your design should now be magenta.



13. Under the Properties tab and Appearance, change the stroke line from 1 pt to .25 pt. The line must be thinner than 1 pt to be recognized as a cut line.



14. Your line should look more like this:



If you can't see the Appearance information for the item, make sure you have the shape highlighted by clicking on it. Otherwise, the software doesn't know you want to edit it.

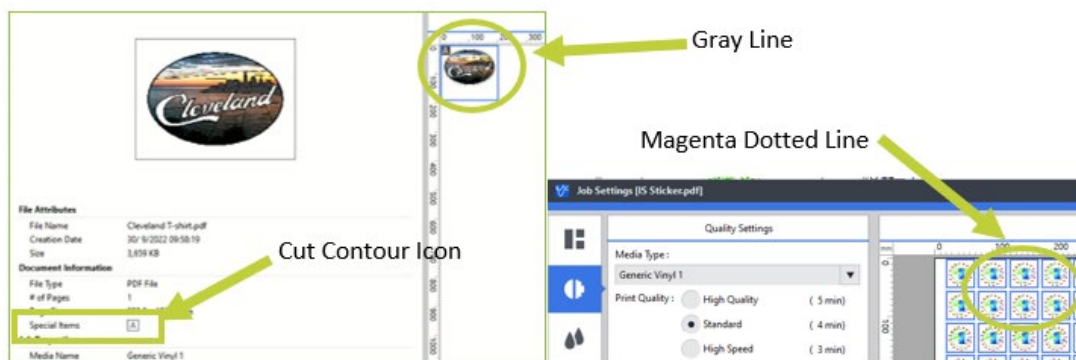
To recap: The stroke line must be 100% Magenta, called **CutContour** from the Versaworks swatch, and less than 1 pt for cut lines.

15. Click File then Save As... and save your file as a PDF.

***You are ready to print!***

How to know if your cut line will cut:

1. There will be a gray line where the cut line should be in the print preview.
2. Under Document Information: Special Items will have an icon of an A with a square around it signifying Cut Contour.
3. In Job Settings, there will be a magenta dot line where the cut line should be.



# Contour Cut Lines

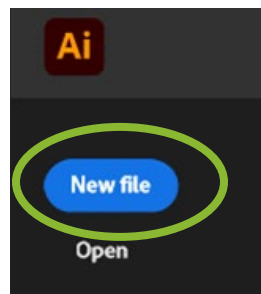
Create a line that follows the outer border of your design instead of using a basic shape. This takes a few more steps and practice.

You can use JPG or PNG files for creating your stickers but remember to save it as a **PDF** for the large format printer.

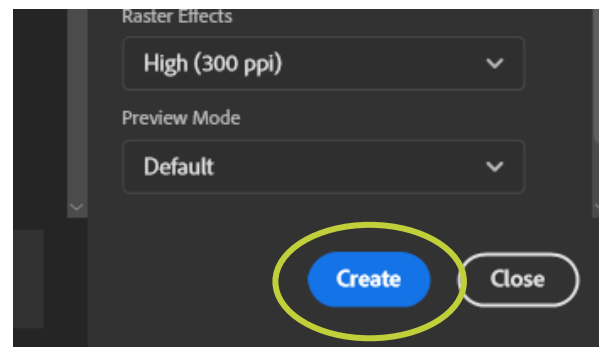
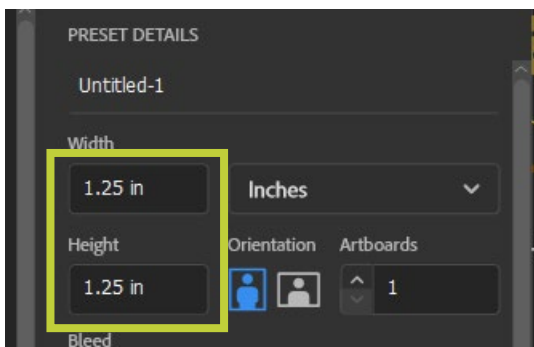
1. Open Adobe Illustrator on the computer
  - a. This is available on all laptops and Macbooks in the Inspiration Station.
  - b. If only designing, the library recommends borrowing a Macbook as they are for design only.



2. Click **New File**.



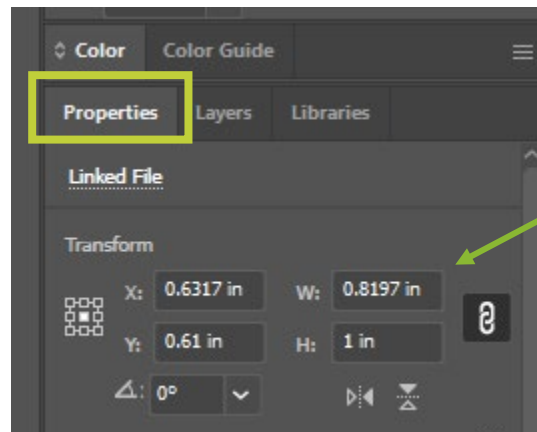
- a. Set the size of your workspace to fit your final project. For stickers, only design one. You can add multiple copies while preparing the print job for the printer.
  - b. For example, to make 1" stickers, make a workspace that is 1.25" x 1.25" for space to design.



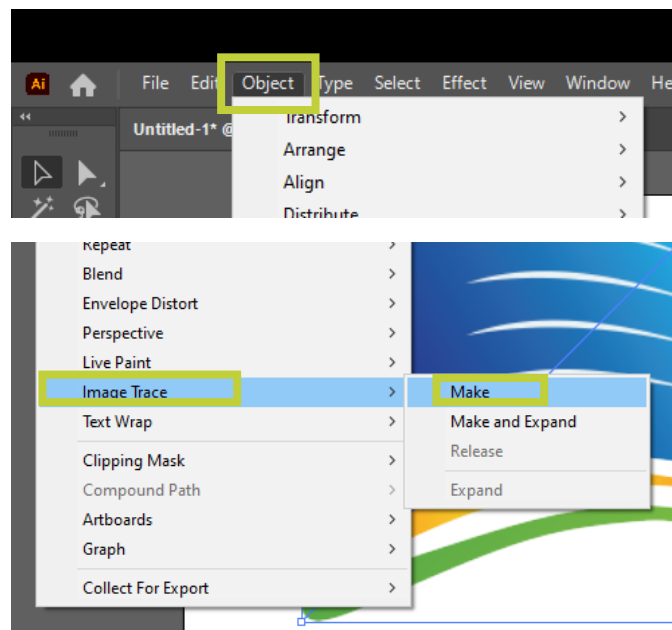
3. Click **Create**.
4. Click **File** and then **Place** to add your design.
  - a. Find your file and click **Place**.



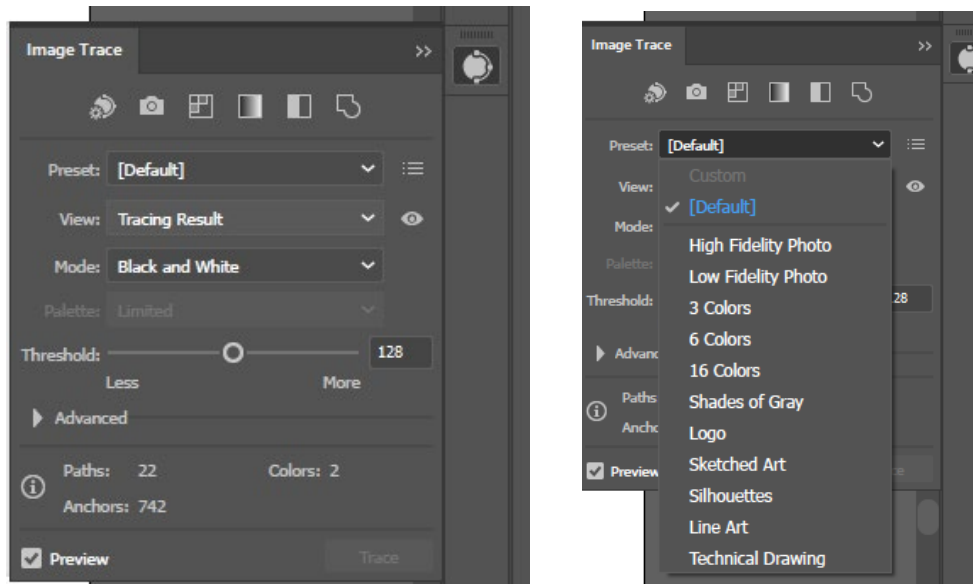
- i. Click and drag your design to fit or double-click to place your design as its default size.
- b. If you need to resize your design, click and drag the corners or alter the size in the **Properties** tab.
  - i. If the Properties tab is not showing, Click Window → Properties and the tab will appear.



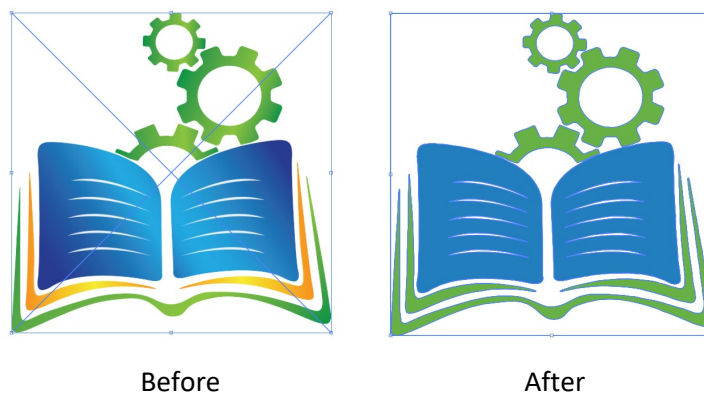
5. Right-click on your design and click **Copy** then click **Paste**.
  - a. You will be editing this second image to turn it into the cut line while leaving your original image alone.
  - b. Align the two images.
6. Click **Object**, **Image Trace**, and then **Make**



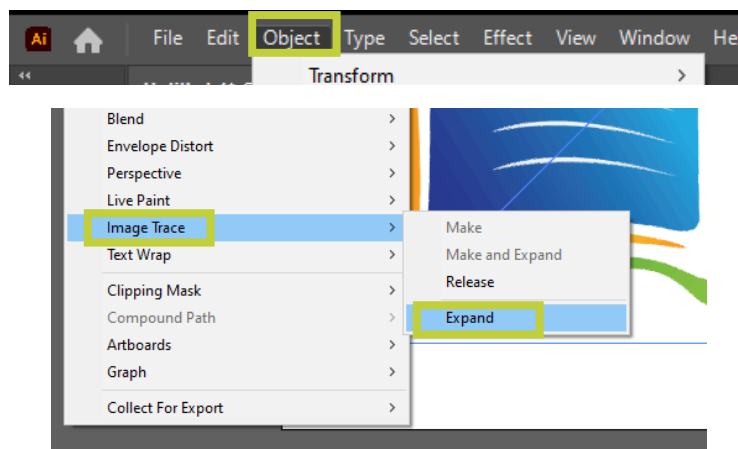
- a. If a notice appears that says, "Tracing may proceed slowly with this large image. Would you like to continue?" Click **OK**
7. Click **Window**, then **Image Trace** to view the Image Trace window.



- a. Change the **Preset** until your image has the correct outline. The colors are less important
  - i. In this example, 3 Colors was used.



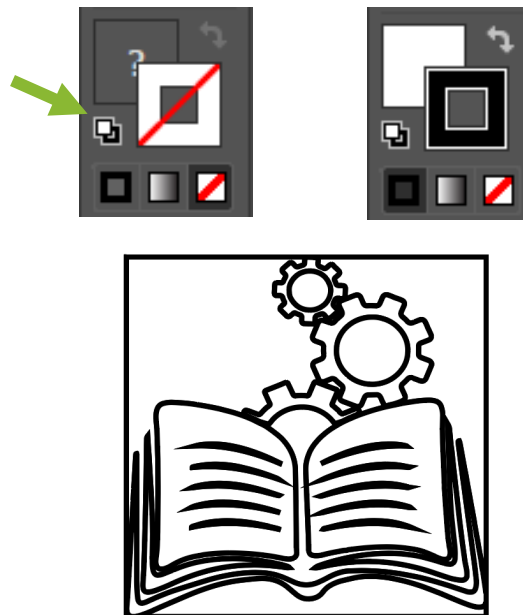
8. Once satisfied, click **Object**, **Image Trace**, and then **Expand**.



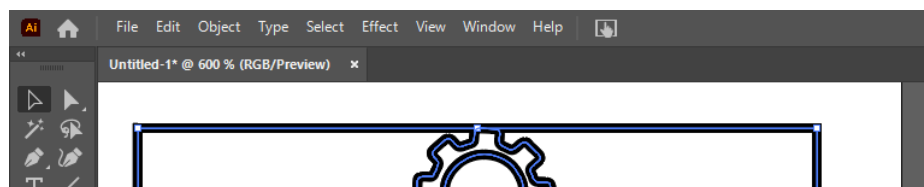
9. There should now be a line around the design.

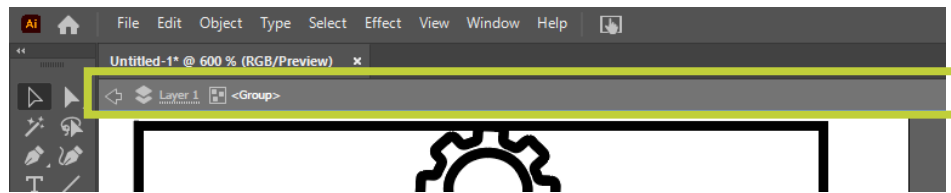


10. Time to turn it into a line. On the left-hand side in the toolbar, change the colors to the black and white default.

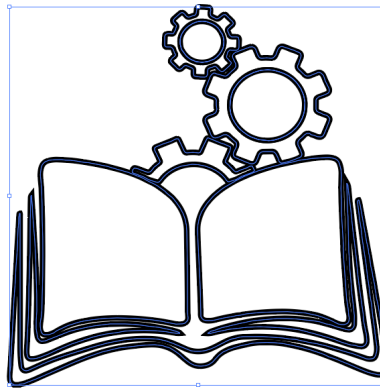


11. Double-click on the lines to enter Isolate Mode.
- a. To tell you are in Isolate Mode, there should be a gray bar under the title.

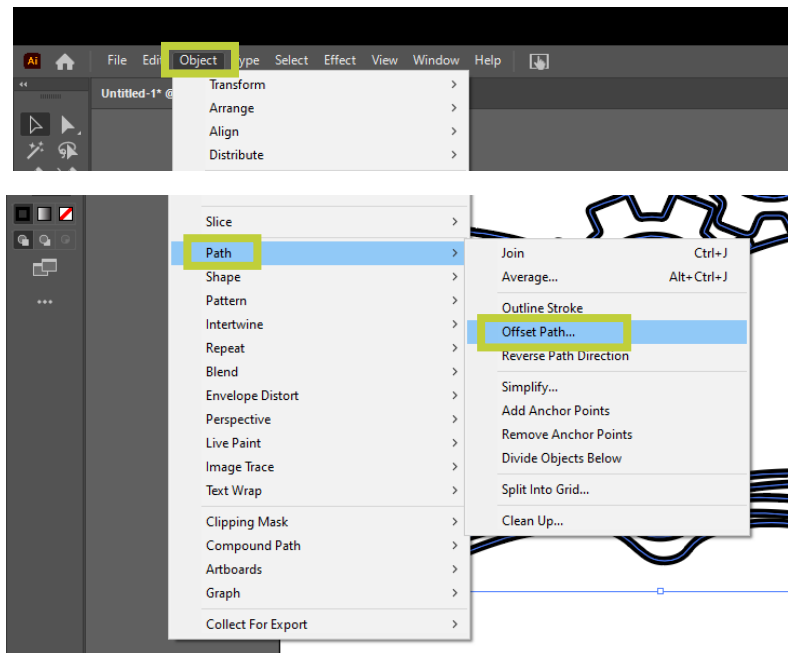




b. You can now remove items until the basic line is left of the image.

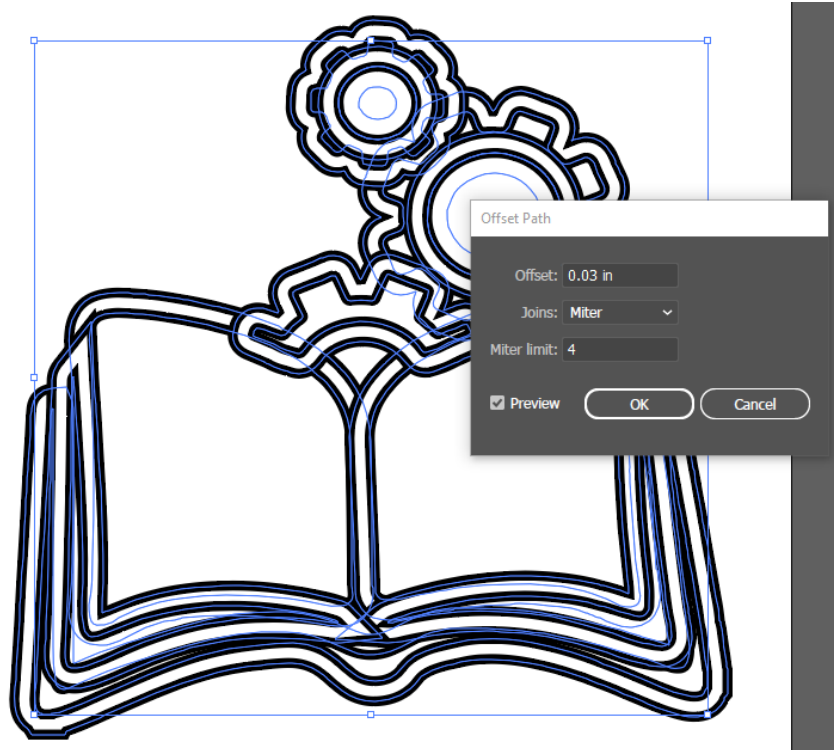


12. To make the line go around the design instead of on top of it, now click **Object, Path, then Offset Path.**

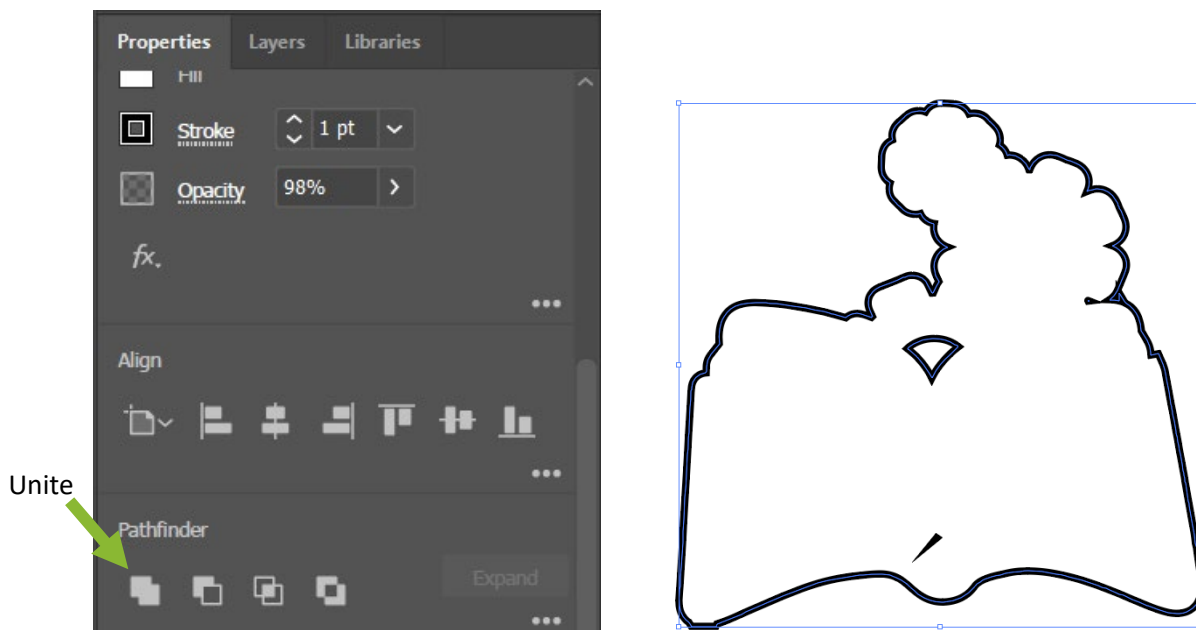


13. Decide how much the line should offset from the image. How far around the image would you like the line?

- If there are lines inside which may cause unwanted gaps in the line, make sure the offset is enough to cover these.



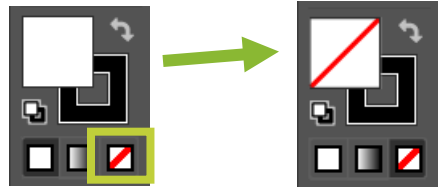
- b. Click the checkbox next to **Preview** to reset the preview and how the line looks.
14. When happy with the offset, click **OK**.
15. Under the Properties Tab, scroll down to **Pathfinder** and click **Unite**.



- a. You can delete any extra marks by double-clicking on the lines and entering Isolate Mode again.
- b. You can edit the lines with the Pen and Curvature tools:



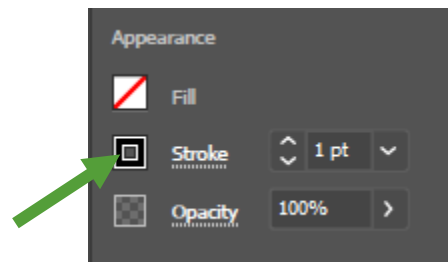
16. Remove the white fill color by clicking the square with the red line through it in the tool bar.



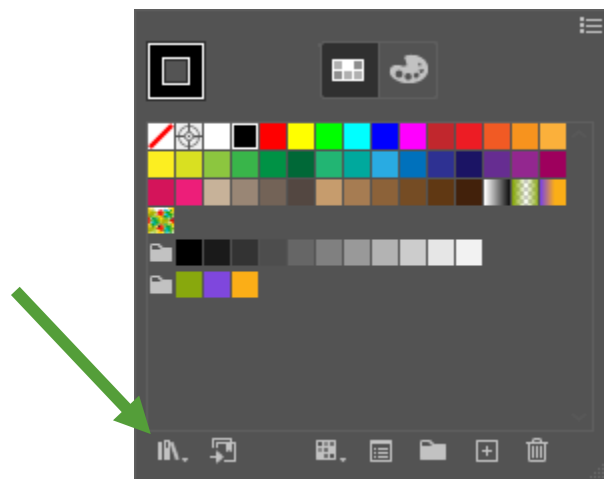
a. The black line is the new contour line.



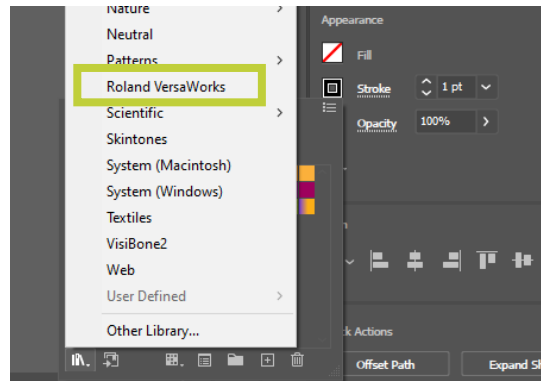
17. Under the Properties tab on the right, click the matching stroke square.



a. The color options appear. Click on the Swatch Libraries Menu, which looks like 3 books.



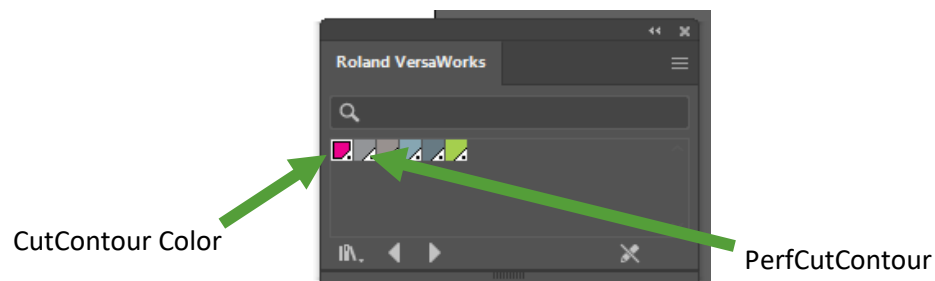
- b. Click **Roland Versaworks**. This opens a new window. You can click and drag this window to move it to a better spot if it is in your way.



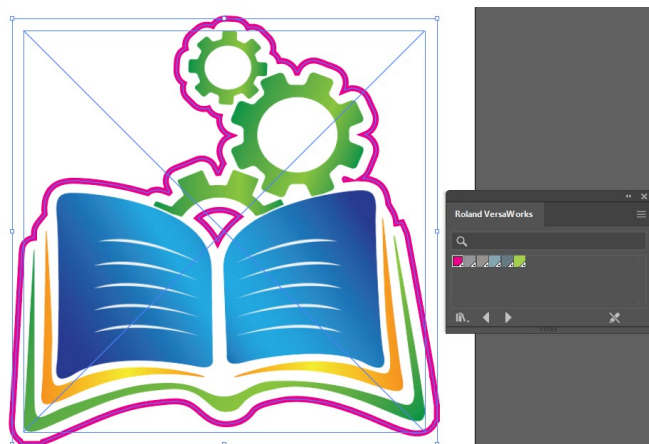
18. Click the black square so it comes in front of the white square with the line through it. You are now going to change the stroke color, or the border color.



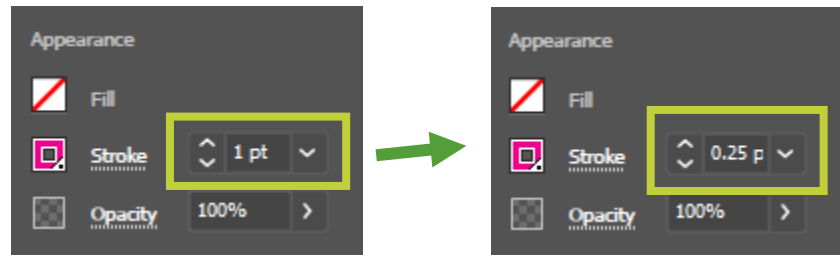
19. Click on the magenta square. This is the **CutContour** color. You can also use the PerfCutContour color for perforated lines, which is the gray square right next to the magenta one.



20. The line around your design should now be magenta.



21. Under the Properties tab and Appearance, change the stroke line from 1 pt to .25 pt. The line must be thinner than 1 pt to be recognized as a cut line.



22. Your line should look more like this:



If you can't see the Appearance information for the item, make sure you have the shape highlighted by clicking on it. Otherwise, the software doesn't know you want to edit it.

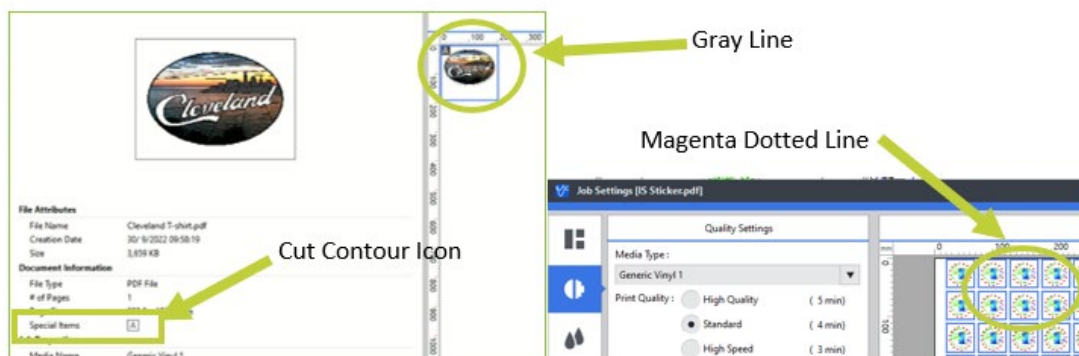
To recap: The stroke line must be 100% Magenta, called CutContour from the Versaworks swatch, and less than 1 pt for cut lines.

23. Click File then Save As... and save your file as a PDF.

***You are ready to print!***

How to know if your cut line will cut:

1. There will be a gray line where the cut line should be in the print preview.
2. Under Document Information: Special Items will have an icon of an A with a square around it signifying Cut Contour.
3. In Job Settings, there will be a magenta dot line where the cut line should be.





# Heat Transfer Vinyl

## with the Large Format Printer and Heat Press

Inspiration Station: Geauga County Public Library's Maker Space Instructions

### Table of Contents

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Set Up the Heat Transfer Vinyl.....	1	Add the Heat Transfer Mask.....	14
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## Introduction

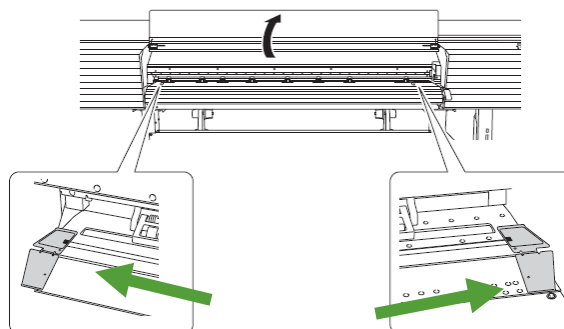
Heat transfer vinyl is used to print and add designs to t-shirts, sweatshirts, bags, and other garments. The overall process is:

1. Create your design.
2. Print your design on the heat transfer vinyl using the large format printer.
  - a. Make sure to add a Cut Line. Refer to the Cut Line tutorial for more information.
3. Remove the unwanted vinyl from around the design.
4. Place the heat transfer mask over the design.
5. Remove the backing of the vinyl and place your design on the fabric.
6. Press the design on the garment using the heat transfer mask with the heat press.

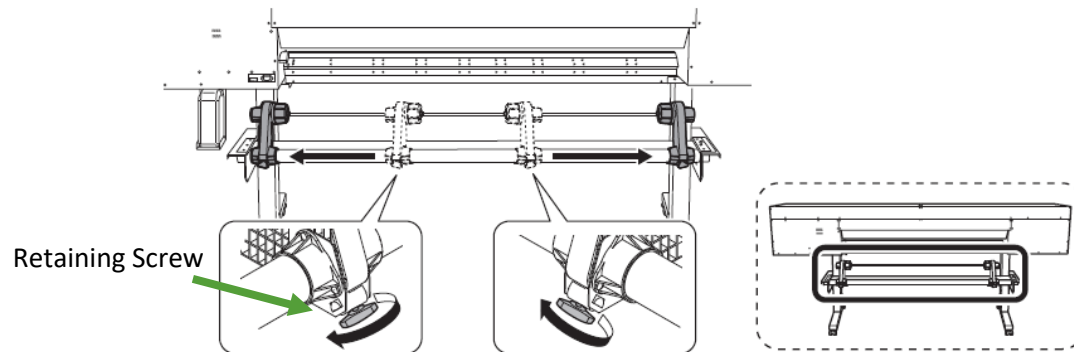
## Set Up the Heat Transfer Vinyl

The heat transfer vinyl comes in 30" or 54" wide. Follow these directions to place the vinyl on the printer.

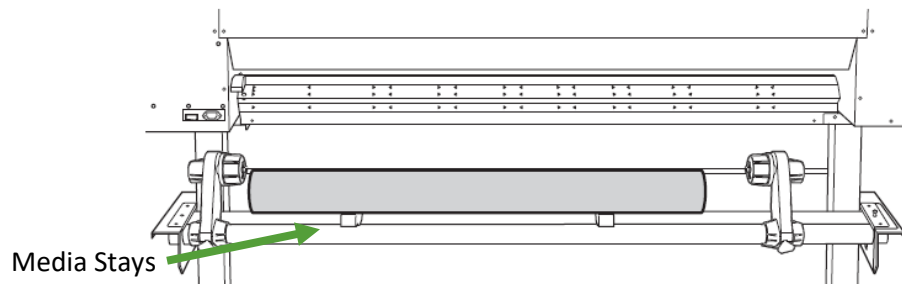
1. Open the front cover
2. Move the media clamps to the outside of the grit rollers on the left and right edges respectively so that they are out of the way.



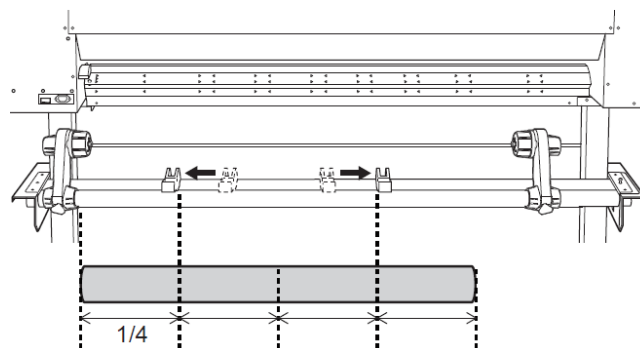
3. Go behind the machine with the heat transfer vinyl. Loosen the retaining screws of the right media holder until it can slide farther to the right side.



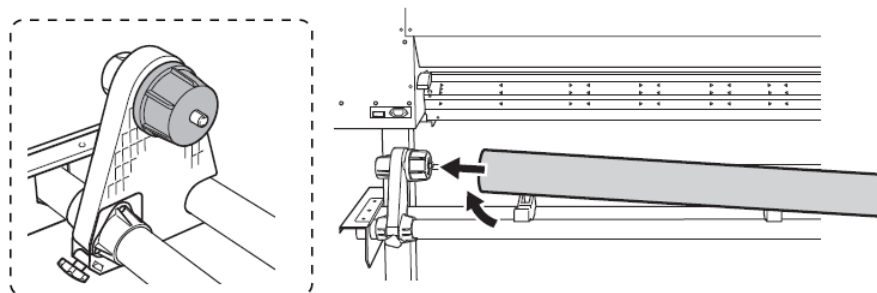
4. Place the vinyl on the media stays.



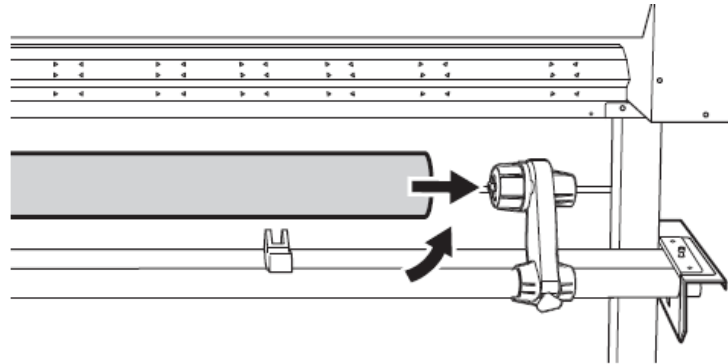
- a. Place the media stays at positions that are  $\frac{1}{4}$  the length of the media from each end for stabilization.



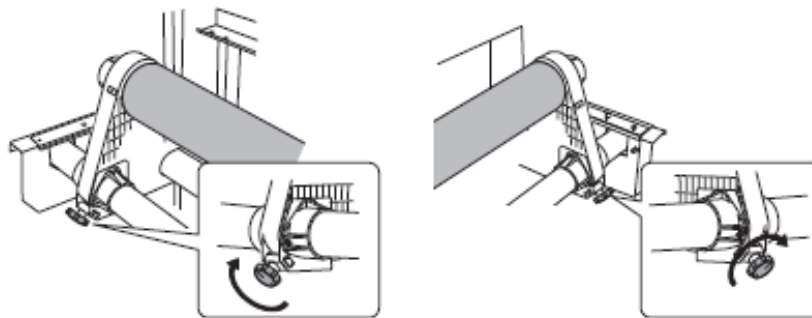
5. Fit the paper tube (core) of the media on to the end cap of the left media holder.



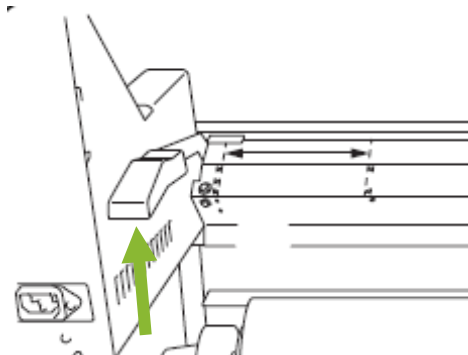
6. Move the right media holder to fit its end cap onto the core of the media.
  - a. Fit the media securely to prevent it from moving easily.



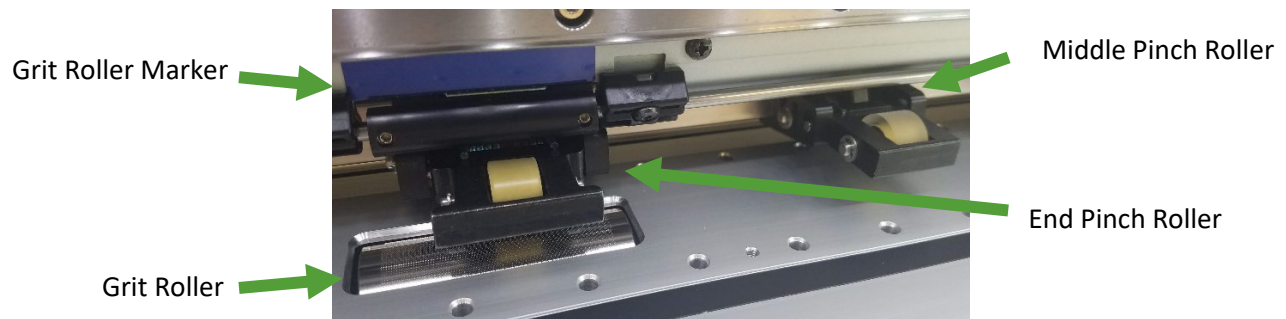
7. Secure the media holders by tightening the retaining screw.



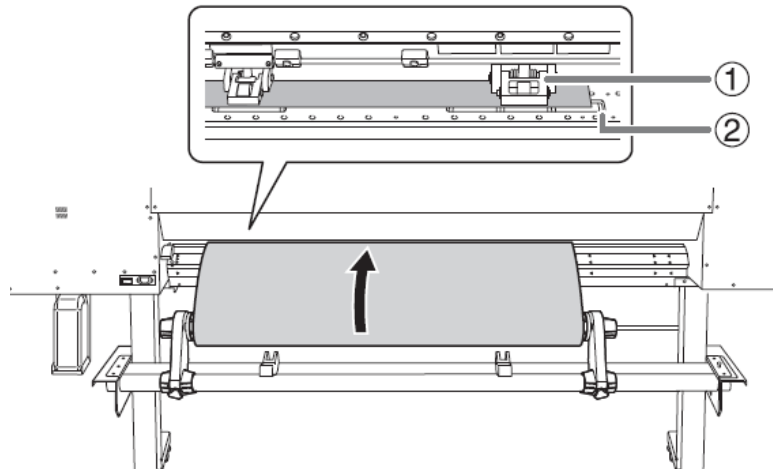
8. Make sure the holding lever is up.



9. Pass the leading edge of the media between the pinch rollers and the grit rollers.

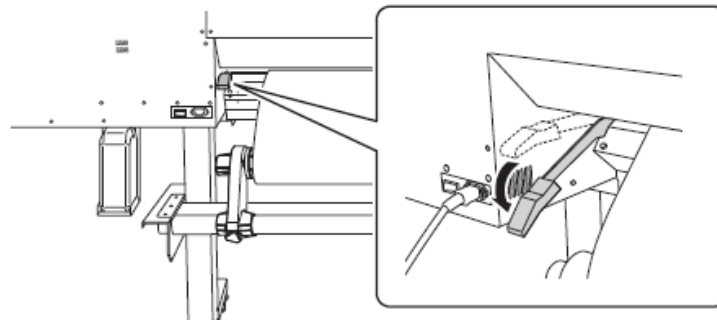


- a. The pinch rollers press down on the media from above and can be moved depending on the size of the media.
- b. The grit rollers are stationary and are located underneath the media. Their locations are marked with blue markers on the front of the machine. On the back, the grit rollers are marked with small arrows.



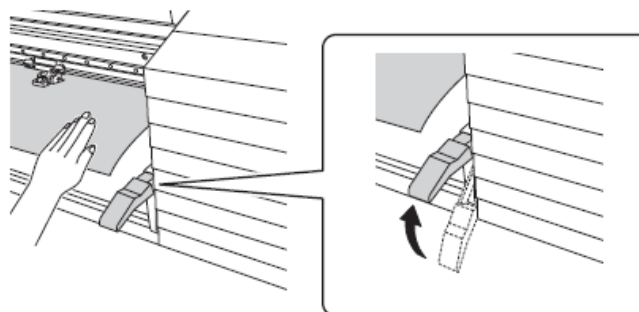
10. Lower the loading lever at the back of the machine.

- a. The media is held in place.

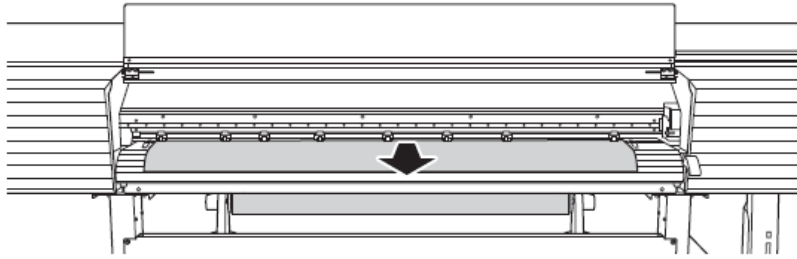


11. Move to the front of the printer. Gently hold down the media and raise the loading lever at the front of the machine.

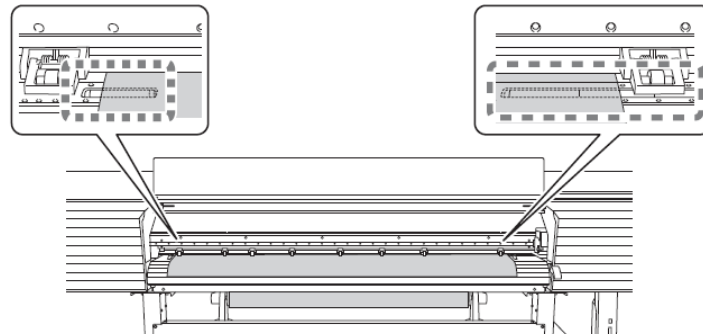
- a. This will release the vinyl.



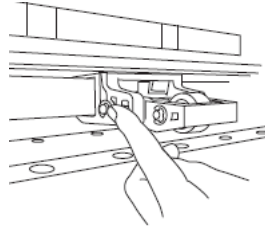
12. Pull out the vinyl over the apron.



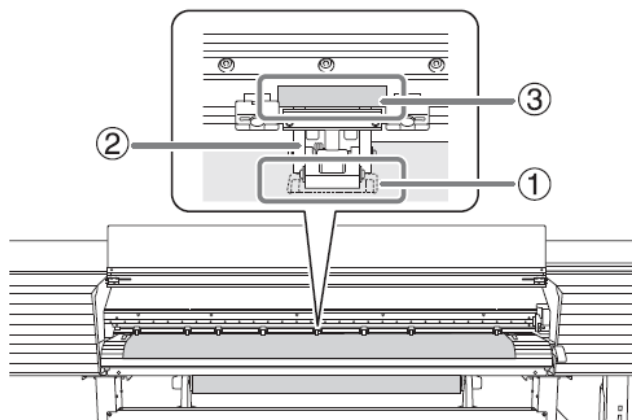
13. Make sure both edges of the media are above the grit rollers
- Be sure to place the right edge of the media on the right-end of the grit roller.

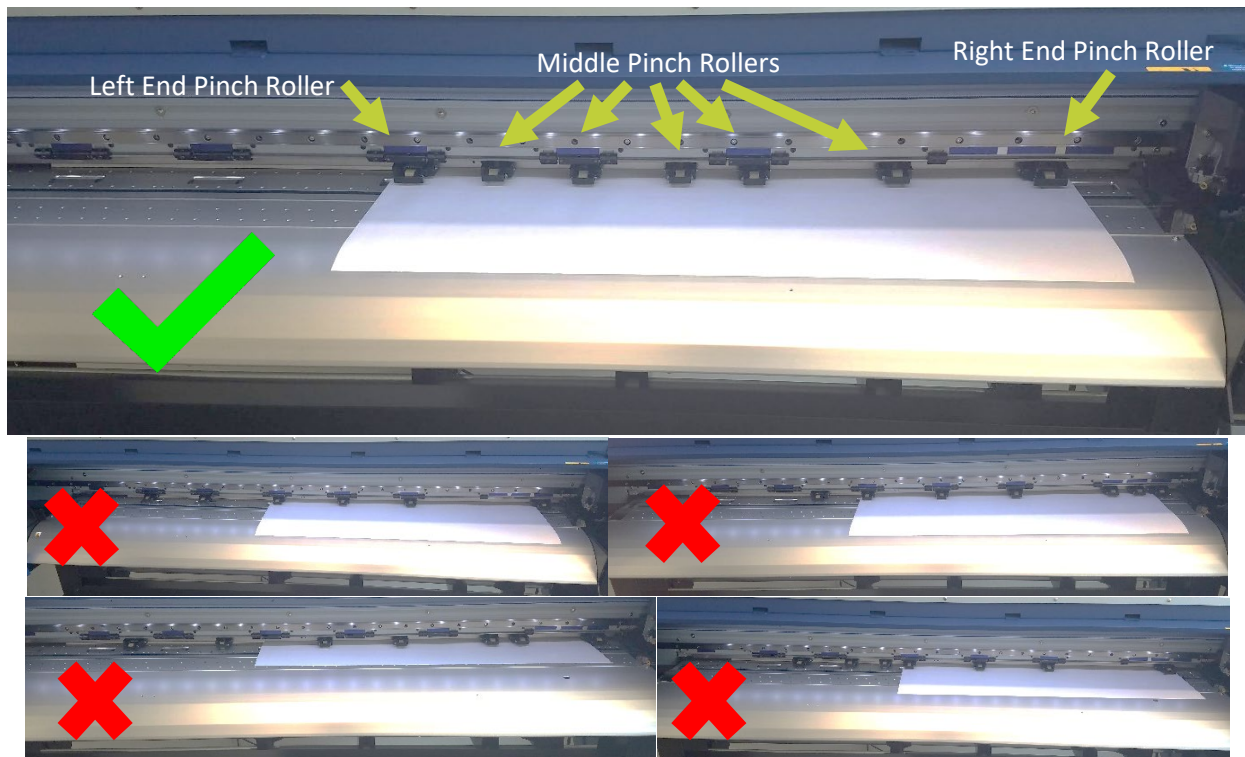


14. Move the pinch rollers, placing them on both edges of the media.
- Position the end pinch rollers lined up with the edges of the media.

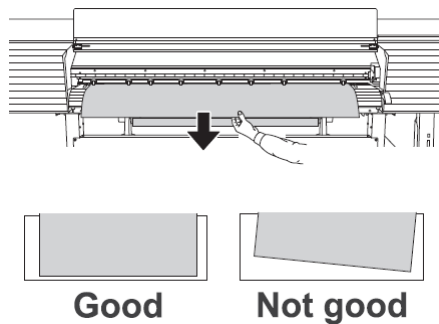


15. Move the middle pinch rollers (2) over all the remaining grit rollers (1) covered by the media.
- There are grit patterns (3) wherever there are grit rollers.
  - Middle pinch rollers do not need to be lined up with a grit roller and can be in between on small media.



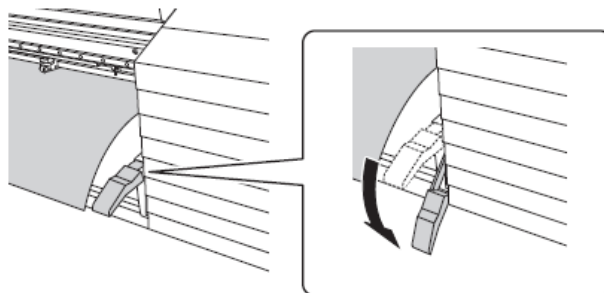


16. Hold the media at the center and pull it out, being sure to keep it straight and all areas of the media are taut.

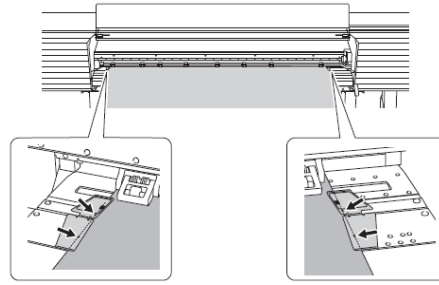


17. Lower the loading lever in the front.

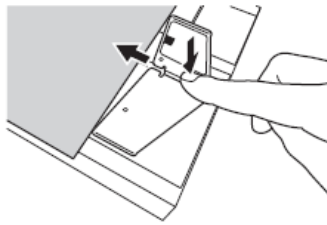
a. The media is held in place.



18. Line up the edges of the media with the centers of the holes of the media clamps (left and right).



- a. Press down on the bent part of the media clamps to lift up both of their edges, then slide them into place.



19. Close the front cover.

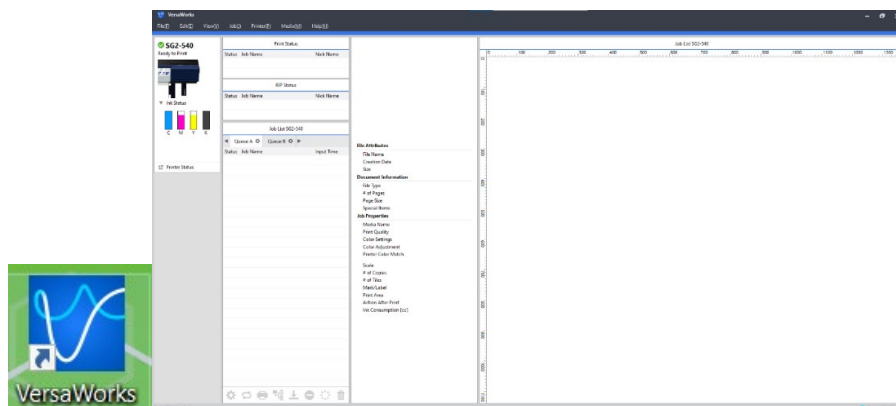
20. Press [ENTER]

When you press [ENTER], the cutting carriage moves and detects the width of the media. This operation is called initialization. When initialization ends, [SETUP] on the operation panel lights, and the printable width is displayed on the screen. This completes setting up the rolled media.

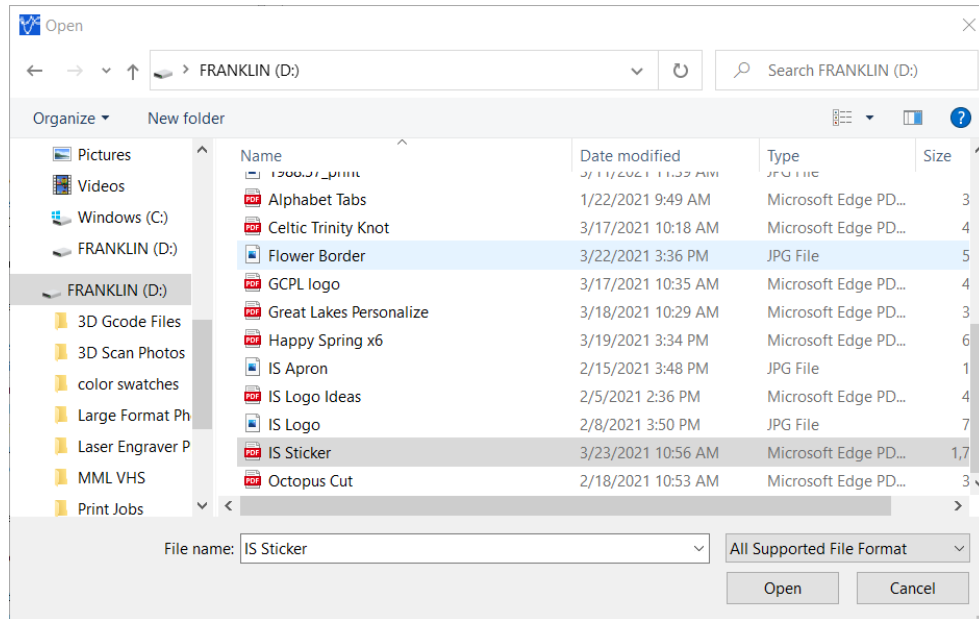
## Print the Design

Make sure your design includes a **Cut Line** to make it easier to separate your design from the rest of the vinyl after printing.

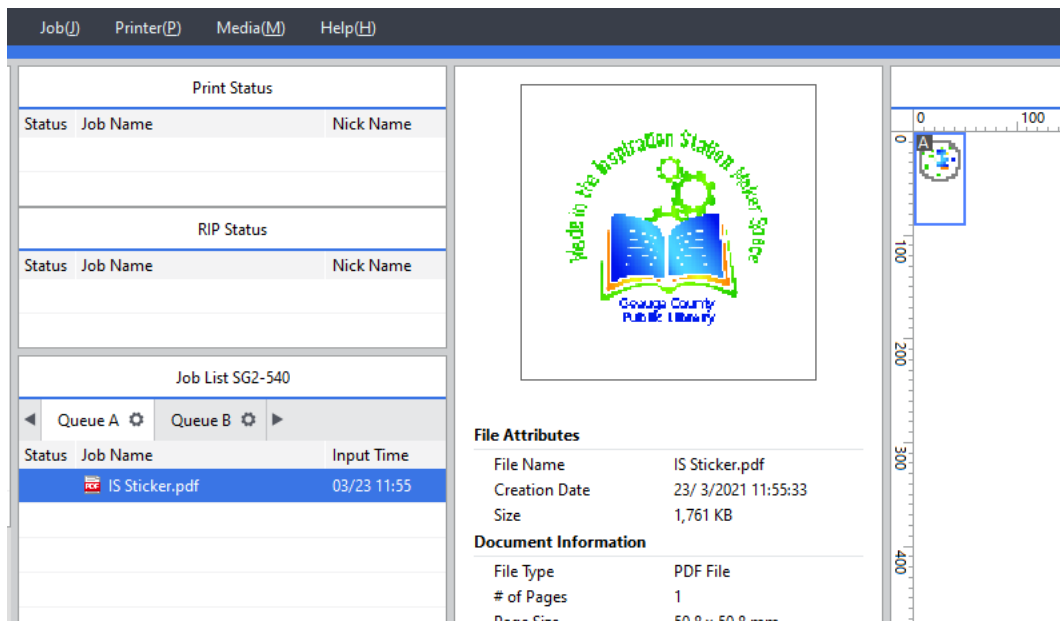
1. Open **VersaWorks** on the computer desktop.



1. Click on **File** and then **Add Job to Queue Folder** to select the queue folder to use.
  - a. Choose **Queue A**. There are different queues to prepare a plentitude of jobs. We do not need this feature.
2. The **Load from File** window appears.
  - a. Select your desired file from its location on your USB drive.
  - b. Your file should be a **PDF** file for best results.



3. Click **Open**.
  - a. The file will appear in the job list.





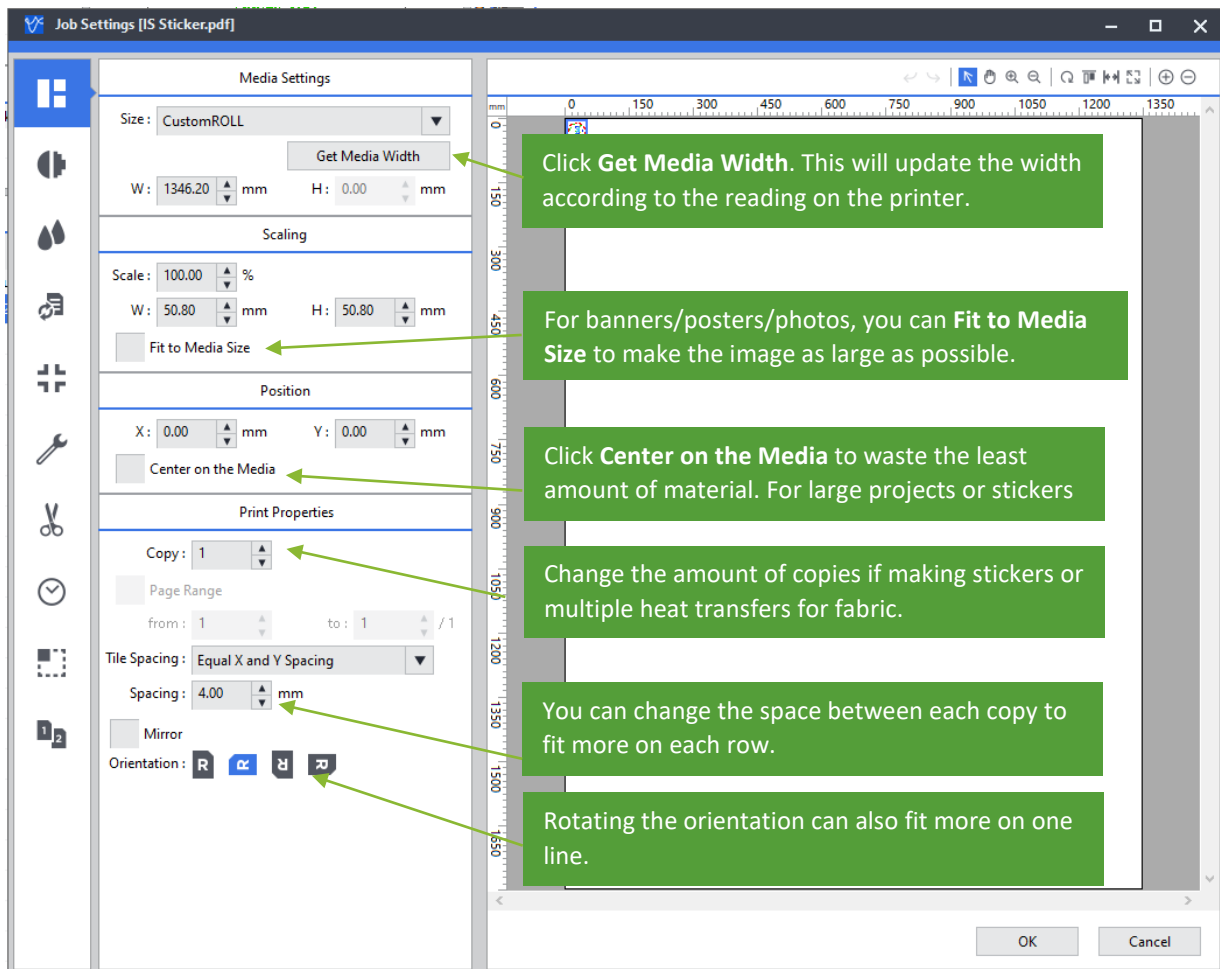
4. **Note:** Under Document Information → Special Items, there should be an A in a square. This symbol represents “Cut Contour” and means the printer recognizes the cut line. It is not there, do not print as it will not cut. Double-check your cut line first.

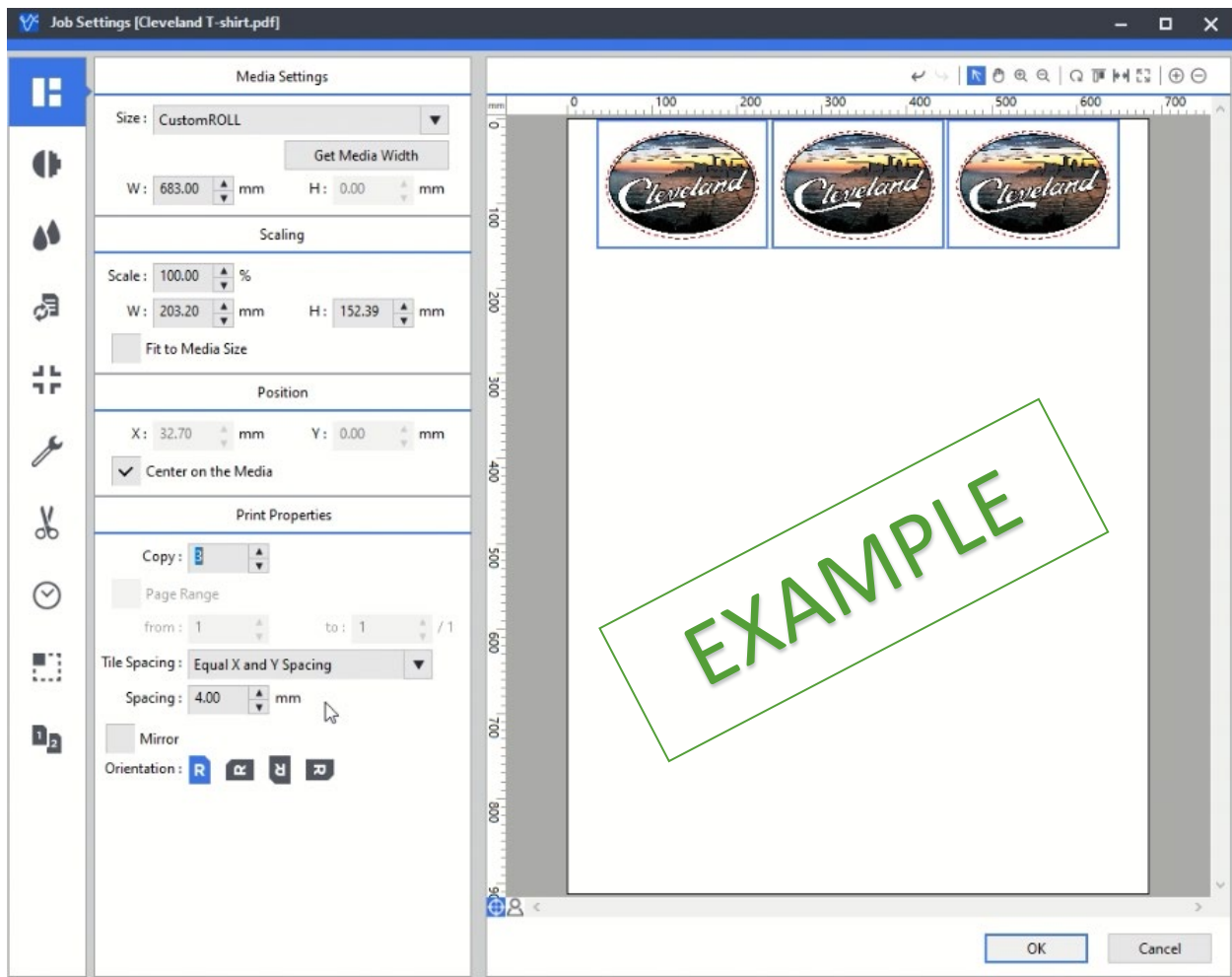
<b>File Attributes</b>	
File Name	Cleveland T-shirt.pdf
Creation Date	30/ 9/2022 09:58:19
Size	3,659 KB
<b>Document Information</b>	
File Type	PDF File
# of Pages	1
Page Size	203.2 x 152.4 mm
Special Items	A
<b>Job Properties</b>	
Media Name	Generic Vinyl 1
Print Quality	Standard
Color Settings	SGTR2_GenericPVC1_900x600.icc
Color Adjustment	Linear (Not Edited)

5. Repeat steps 1-3 to add more designs to the job list.

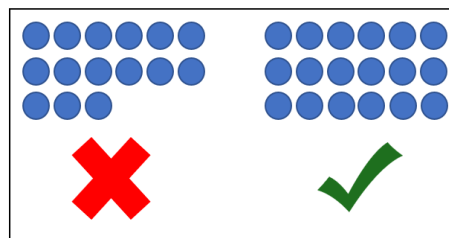
## Set the Print and Cut Settings for the Job


1. In the job list, double-click on the job you want to use.
  - a. The **Job Settings** window appears.

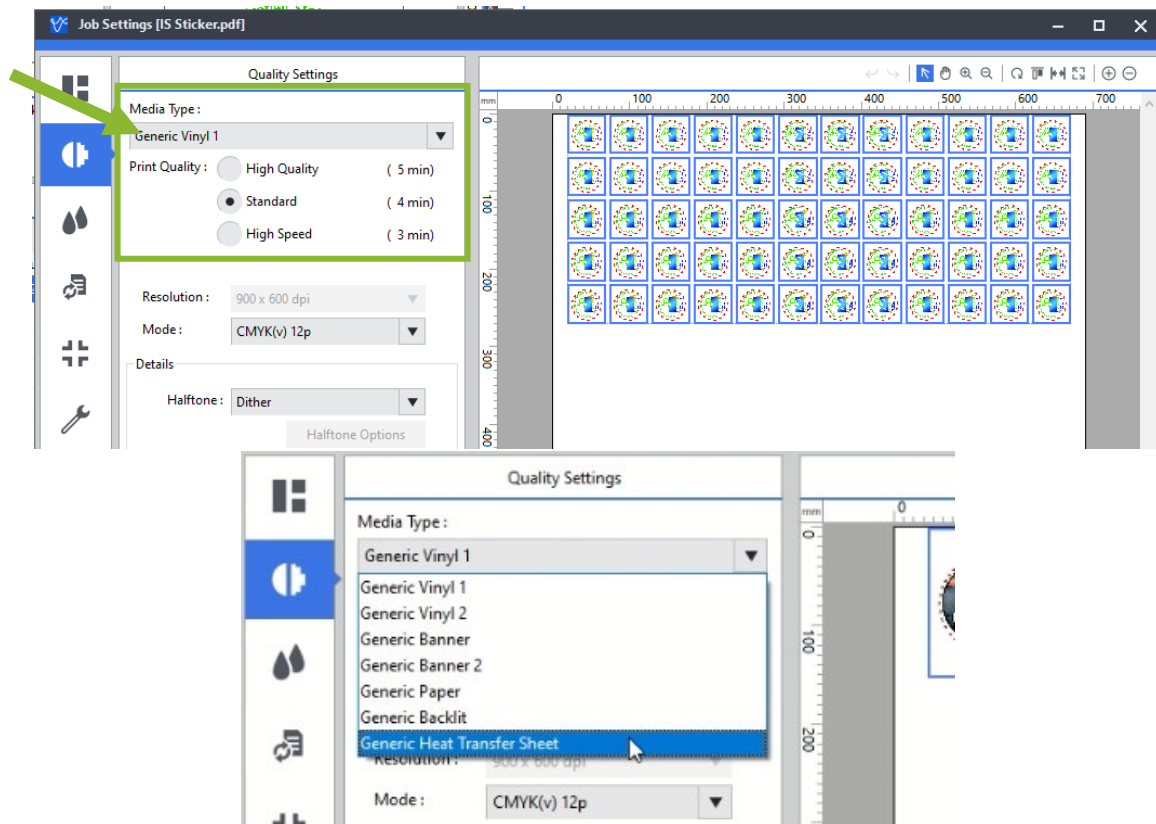




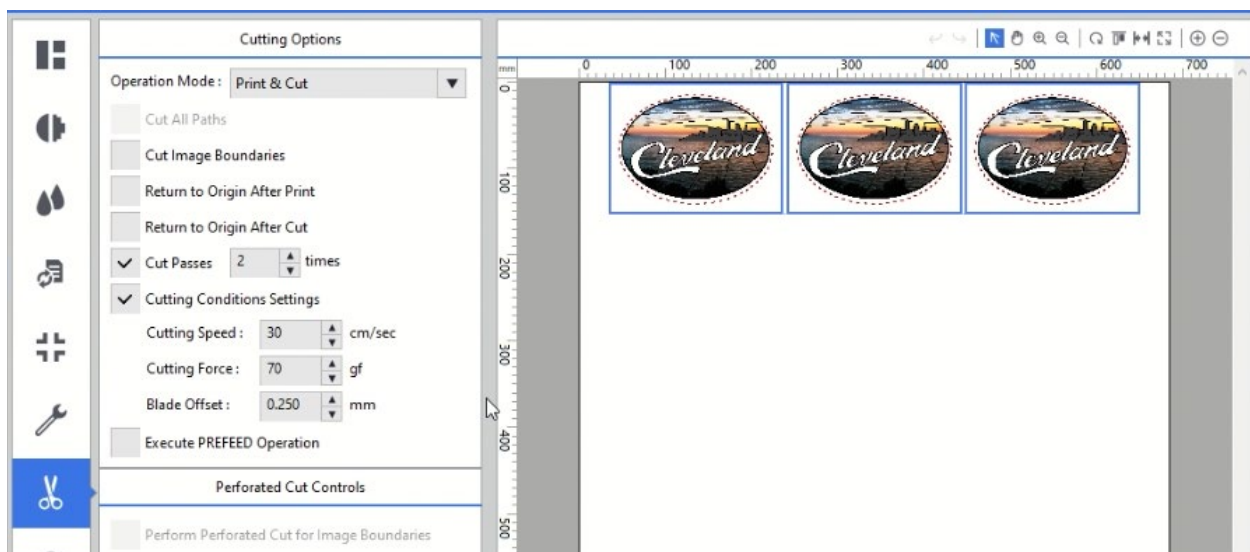
- b. If making copies, make enough to do a whole row across the media rather than just the amount you need. This avoids wasting media.
- c. For example: I need 15 stickers for a project, and they fit 6 across with some spacing. It's better to add 3 more and finish the row.



2. Click on the second icon in the tab and choose the **Media Type** . Change it to **Heat Transfer Vinyl**.



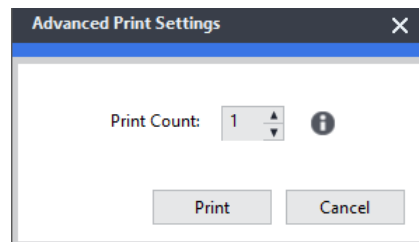
3. Next, go to the Cutting Settings ✂ .
  - a. Check the box next to **Cut Passes** and change the number of passes to **2**.
  - b. Check the box next to **Cutting Condition Settings** and increase the pressure from 50 gf to **70 gf**.
  - c. Make changes so it looks like the example shown here.
  - d. This makes sure the cut will properly cut the media.



4. When satisfied with the settings, click **OK**.
5. From the job list, select the job to be printed.
  - a. To select multiple jobs, hold down the **Shift** key, click the first job, and then click the last job.
    - i. You can also hold down the **Ctrl** button and click the jobs one by one.
6. Click the **Print** icon at the bottom of the job list.
  - b. The **Advanced Print Settings** window will appear.



7. Set the **Print Count**
  - c. For most projects, the print count should stay at 1.



8. Click **Print**
  - d. Processing by the RIP (Raster Image Processing) and printing are performed. In the job list, a new checked icon is displayed (🖨️) next to jobs that have been printed.

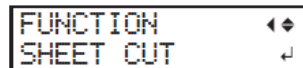
Print Status		
Status	Job Name	Nick Name
	IS Sticker.pdf	SG2-540
RIP Status		
Status	Job Name	Nick Name
100%	IS Sticker.pdf	SG2-540
Job List SG2-540		
◀ Queue A ⚙ Queue B ⚙ ▶		
Status	Job Name	Input Time
🖨️	IS Sticker.pdf	03/23 11:55

9. Repeat steps 1-4 to print more jobs that all use the same vinyl. Do not separate finished jobs from the vinyl until all jobs are finished to avoid wasting media.

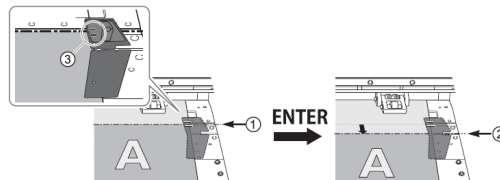
# Cut the Vinyl

This process is for separating the finished print job from the roll media. Sheet media can be separated or simply removed from the printer depending on its size.

1. After the print job is finished, keep the front cover closed.
2. Check that [SETUP] is lit.
3. Press [FUNCTION]
4. Press the **Down Arrow** [▼] several times until the screen says "SHEET CUT"



5. Press [ENTER]
  - a. From its position on the blade protection line prior to [ENTER] being pressed (1), the media moves to the separating line (2) and is cut.
  - b. If (1) is obscured by the media clamp, use the two lines (3) on the media clamp as a guide.



Note: When performing separation, do not use the up arrow [▲] to pull the media back. If the media to the separation location is short, separation may not be performed smoothly. For some media, separation is not possible.

Once your job is printed and you are finished, **Delete** your job and close the VersaWorks software. You are done with the large format printer.



## Add the Heat Transfer Mask

Prepare the design for transferring to the garment with the heat press. The heat transfer mask is a clear sheet of sticky material that goes over the vinyl to help transfer it to the fabric and protect the vinyl from the heat of the heat press. Make sure you receive both the **heat transfer vinyl** and the **heat transfer mask** when you start your project at the library.

1. Cut away any unused vinyl.



2. Remove the negative vinyl from around the design. This process is called "weeding." Peel away the vinyl from one corner and carefully pull it off the backing. If properly cut, this should easily be removed.



3. Measure the heat transfer mask and cut a portion of it so it will fit over your designs.



Heat Transfer Mask

Heat Transfer Vinyl



4. Peel away the backing on the heat transfer mask and line it up with the vinyl. Press the one sticky side to the side of the vinyl. Then slowly keep removing the backing and pressing the mask firmly against the vinyl. Try to avoid wrinkles and bubbles.



5. If you made more than one copy, cut them apart.



6. You are now ready to transfer the designs with the heat press.



# Heat Press the Design

The Heat Press is great for sealing vinyl to a fabric. The press is large enough for blankets and large shirts or sweatshirts. This is the Hotronix Fusion Press.






## Turning On the Heat Press

1. Make sure the Heat Press is plugged in.
2. Flip the **Power Switch** to the ON position.
  - a. The Print Screen is displayed once the press is on.



## Pressing

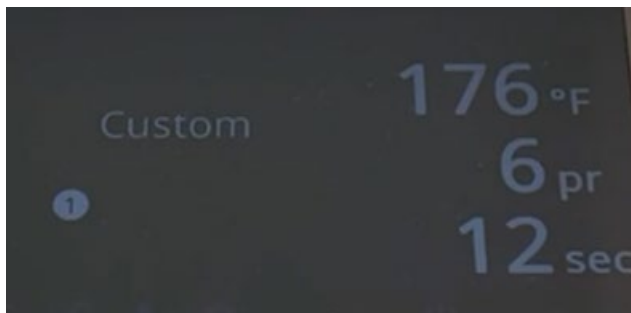
1. Make sure the Target Temperature and Pressure is correct for your garment and vinyl.
  - a. To change the temperature, press the **Setup Button**  to make changes.
2. On the left, the heat press displays the actual temperature of the platen and the pressure. On the right are your target settings of temperature and the press duration. Wait until the actual temperature matches the target temperature.



- a. Use the following settings:
    - i. Temperature = 305°F
    - ii. Pressure = 5 pr
    - iii. Duration = 15 seconds
3. As the heat press gets to temperature, check the pressure.
    - a. Pull the lower platen out and place the garment on the bed. Slide it back under the heat platen.



- b. Pull down the lever and check the pressure. Lift the lever.
  - i. If too high, turn the knob on top to the left. If too low, turn it to the right.



This example is too high.



Turn the knob

- 4. Once heated to temperature (takes 15-20 minutes), place the garment on the press.
  - a. Pull the handle of the lower platen, drawing it out from beneath the upper platen.
  - b. Position the garment
- 5. Remove the backing from the vinyl, keeping it attached to the mask.



- a. Position the vinyl where you want it to be on the fabric.



- b. Place a Teflon sheet over the design to help protect against the heat. This is optional.
  - i. Teflon sheets are in the cabinet in the Inspiration Station marked "Teflon Sheets." If you can't find them, ask Reference for assistance.
6. Push the lower platen back into place with the handle.
7. Lower the heat platen into the press position.



8. The Timer display on the Print Screen will automatically initiate a count down.
  - a. It will visually and audibly signal you to lift the platen off the garment.
  - b. Immediately lift the platen to the UP position.
9. Swing the heat platen or pull the lower platen away and proceed according to your application's instructions.
10. The Heat Press automatically resets, ready for a new press. Repeat the process as desired.

## Turning Off the Heat Press

1. Press the **Shut Down** button on the display screen



2. When the heat platen is above 100°F (38°C), the screen will display the current temperature, indicating that the platen is still hot. Leave the heat press in standby mode until cool.



Congratulations, your project is finished!