

G&G PORTABLE LABEL PRINTER



RM-GG-910

Read this manual before you start using this label printer.
 Keep the manual in a handy place for future reference.
 For any updates in the manual or detailed manual,
 please visit us at www.ggimage.com

Notices

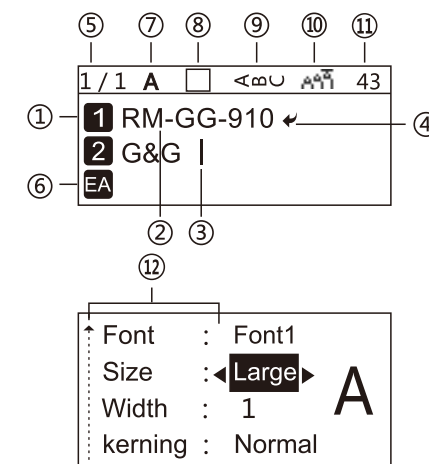
- Always use the product as instructed in the manual. Otherwise, damage or injury may occur.
- Use only tape cartridge of TZE series from G&G.
- Don't overstretch or squeeze the tape.
- Do not block or insert objects into the AC adapter port or tape outlet.
- Don't try to print without a tape cartridge or with an empty tape cartridge to avoid damage.
- Do not touch the printer head to avoid burned injury and print failure.
- Clean the printer with volatile solvents such as diluents, benzene and alcohol.
- Do not place or store the product in the following locations: outdoors or in direct sunlight; near sources of excessive heat, humidity, shaking, vibrations, or dust.
- The label in this printer should longer than 20mm.

Keyboard functions

ON/OFF	Turn the printer on and off, or pause the printing
menu	Edit format of align, margin and length.
Enter	Select, enter or newline
Navigation	Navigate
Print	Print the label with options of pages, sequence number, density cutting, mirror image labels, current label only or all labels
Preview	Preview current label
Font	Select font, size, word width, kerning and style
Frame	Select and edit frame. Or press with the Shift key for settings of contrast, language and auto power off time.
File	Select, save or delete a label being edited. Or press with the Shift key to add paragraph.
Mode	Select label form (wrap, flag, face plate, table). You can edit barcode together with the Shift key

⌫	Delete the character to the left of the cursor. You can clear all the text and current label settings entered together with the Shift key
Cancel	Cancel the last operation
Format	vertical direction of printing
Create	Start a new label file
Shift	Use it together with other keys
A/a	Select English, Caps mode
␣	Space of full-width or half-width
Symbol	Edit symbols of punctuation, brackets, arrowheads and number
1 ~ Z	Numbers, characters, letters, symbols
C/V	Long press to copy / paste

Display

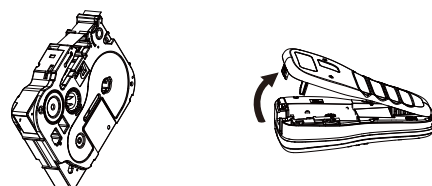


- Line number:**
1 stand for line 1, 2 stand for line 2 and so on, no more than 4 lines
- Content:**
the content entered will be displayed here
- Cursor:**
right to the character entered or deleted
- Line wrap mark:**
Means line wrapping
- Number of labels:**
Number of label pages/labels
- Format display**
6 Language 7 fonts 8 frame 9 horizontal alignment 10 font size
11 the length of text entered including margins
- Options mark**
select the font, barcode, symbol and format cursor and move options with Navigate

Setting up the printer

Inserting tape cartridges

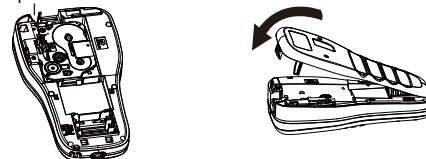
Use only tape cartridges of 6mm, 9mm and 12mm with G&G mark



1. Make sure the front end of the tape is not bent and that it can pass through the tape guide

2. Open the rear cover

Tape outlet



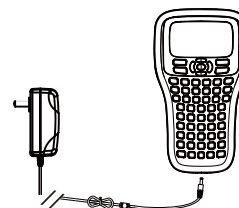
3. Check the right side and press the cartridge firmly.



4. Close the rear cover

Power connecting

Connect the adapter to the printer's AC adapter port.



Turning the Printer On and Off

Press ON/OFF for 0.3 second to turn on the printer and press ON/OFF for 1 second to turn off the printer

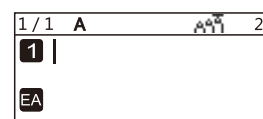
- The printer turns off automatically (and saves your work) if it is not used within 5 minutes.
- If you turn off the printer while editing a label, the character can be recovered when you turn on the printer again. The character not entered before will not be recovered.

Editing text

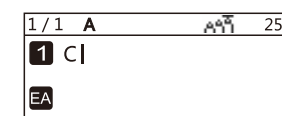
English typing

Example: China

- Press A/a key to select English typing which will be shown on the left bottom of the screen.



- Press C



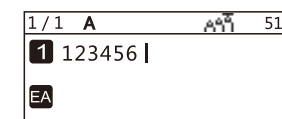
- Press A/a to input H I N A



- You can alter the caps look by pressing Shift key in both case typing modes.

Number input

You can input number in any mode by press number keys.



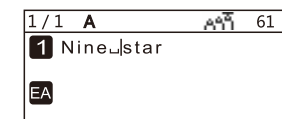
Copy and paste

Put the cursor before or by the end of text to be pasted, long press C and press ◀ ▶ to select the text, then press Enter and move the cursor to the pasting place, long press V.

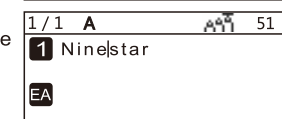
Deleting text

Example: "Nine star" → "Ninestar"

- Press ◀ ▶ to put the cursor behind the character to be deleted.



- Press ⌫ and the character before the cursor is deleted.



Delete all the text

There are options when deleting text including: delete text, delete text and format, delete current label, delete all the labels, delete paragraph. If you choose to delete text and format, all the setting will reset to default settings.

Del text
Del text & format
Del current label
Del all labels
Del paragraphs

Edit format

1. Font editing options

Item	Option
Font	font1 font2 font3 font4 font5
Font size	large, middle, Small
Font width	1 2/3 1/2
Font spacing	Normal, Closer, Wider
Formatting	Normal, Bold, Italic, Underline

Font	: Font1
Size	: Large
width	: 1
Kerning	: Normal
Style	: Normal

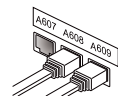
2. Layout editing

Item	Option
Layout	Left, Middle, Right, Average
Margin	Least, Less, Normal, More
Length	Automatic, Fixed

Align	: Mid
Space	: Least
Density	: 0
Cut	: Auto
Length	: Auto

Label application type

Patch panel



Faceplate



Barcode



Numbering

A-1	A-2	A-3
-----	-----	-----

Serializing

CN01	CN02	CN03
------	------	------

Symbol



Mirror image

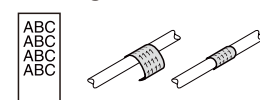
QBA	ABC
-----	-----

Mode

Templates in this printer: winding label, flag label, faceplate label, table label

Winding label	ABC ABC ABC
F-type label	ABC ABC ABC
Panel label	ABC ABC ABC
Table label	ABC ABC ABC

Winding label



Flag label



Faceplate label

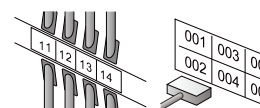


Table label

001	003
002	004

Press **Shift** + **▼** for moving to the next table below to edit text and press **Shift** + **▲** to shift back the table above. For example: after input 001, press **Shift** + **▼** to input 002.

File

You can save 100 files in this printer and 50 labels in each file, 200 characters on each label.

Load	< Doc >
Print	
Save	
Delete	

Editing barcode and QR code

- Press **Mode** + **Shift** to make a code
- You can edit barcode of CODE39, CODE128, EAN-8, EAN-13, UPC-A, UPC-E and CODACAR as well as QR CODE.
- Press **▲** to select option and press **▶** to select preference.
- Press **Enter** to set preference or press **Cancel** back to last operation.

Code	: CODE39
Width	: Large
Text	: Yes
Check	: No

Multiple labels

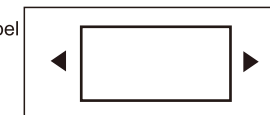
- Press **Enter** key to add a new label
- The numbers of current/total label pages will be added one respectively
- Press **Shift** + **▼** to move to the next label
- Press **Shift** + **▲** to move to the last label

1 / 1	A	25
1		
EA		

2 / 2	A	25
1		
EA		

Editing Frame

- Press the frame key to check frame styles.
 - or delete the frame already added on the label
- Select a frame by pressing **▶** and press **Enter** to choose one.



Printing your labels

- The printing function includes: printing multiple copies of one label, printing Mirror image labels, printing sequence number label, printing multiple labels.
- Press the Print key to print a label directly and cut label automatically.
 - To stop a processing printing, press the Cancel key to cancel it.

Applying Your Labels

- Peel off the back paper
- Place the label on the object surface and press it down firmly



※ Depending on the environment and the surface to which you attach them, labels may peel off or become discolored, and the adhesive may remain on or damage the surface. G&G is not responsible for any damage or loss due to these causes

Resetting the Printer

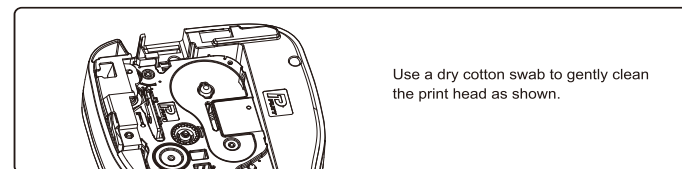
- If your printer does not operate normally, you can reset the printer
 - After the printer is turned off, pressing the **Shift** key together with the R key and then press the **ON/OFF** key to turn on the printer.
- ※ Resetting the printer will clear up all the files saved and format set. please make sure your final decision before conducting the resetting operation.

Symbol Categories

Punctuation, Bracket, Arrow, Number, Sequence no., Math, Superscript, Subscript, Sign, Emoji, Job, Metric, Office, Electrical, Gesture, Pictograph, Daily necessity, Communication, Phone, Food, Weather, Portrait, Picture, Constellation, Map, Household, Shopping, Education, Christmas, Wedding, Travel, Scenery, Transportation, Vehicle, Bicycle, Sport, Law, Architecture, Ecology, Cooking, Cards, Animal, Video, Film, Media, Toy, Music, Shipping, Washing, Bank, Army, Computer, Cloud, Web, SEO

Maintenance

- Cleaning the printer head: the printer head should be cleaned in time, especially the printing performance is not so good as usual.



- If water comes into the printer, please turn off it promptly. Take the battery out and keep the printer dry in the air naturally.
- If the printer won't be used for a long time, please take the battery out and pull out the AC adapter as well as take the tape cassette out of the printer.

Solving Problems

Check the solutions in these sections if you have any problems using the printer.

Message	Cause and Remedy
The data entered is incorrect	The number of entered barcode isn't in accordance with the initially set number.
Invalid	Enter a valid value.
Label length limit	Set "Auto" for label length on cutting option, and the fixed length can't be longer than the white space length.
Wrong Tape	Use a tape cassette with G&G Mark.
Low Battery	The batteries are weak. Charge them fully or replace the new battery.
Ribbon cover is not covered correctly	Check and close the cover correctly.
Minimum fixed-length label tapes is 20mm	Set the fixed label length \geq 20mm.
Invalid serial number	The beginning and the end of serial numbers should be in letters or in numbers.

Message	Cause and Remedy
You can only enter one barcode	Only one barcode is allowed for a label.
Cutter Error	Cutter is not in good function. Press any key except the "Power" key to cancel and restart the printer again.
Data not entered	No Text is entered. Press any key except the "Power" key to cancel, and enter text or characters for preview or printing.
No label tape installed	No cassette is installed or cassette is incorrectly installed. Press any key except the "Power" key to cancel and insert the cassette in the right way.
The text length is longer than 1m	The printing label length is longer than 1m. Press any key except the "Power" key to cancel. Change the size of the characters and reduce the text.
Line limit of 4	The maximum of lines is 4. Press any key except the "Power" key to cancel.
Line limit of 3	The entered text exceed the maximum of lines. Press any key except the "Power" key to cancel. Reduce the line numbers or install tapes of a larger size.
Line limit of 2	The entered text exceed the maximum of lines. Press any key except the "Power" key to cancel. Reduce the line numbers or install tapes of a larger size.
Over the max words	The allowed number of entered characters varies to the different operations. If it exceeds the maximum, no characters can be entered or inserted further. Press any key except the "Power" key to cancel and reduce the text.

※ You can diagnose problems with your label printer by checking the messages on the display. For any other messages not instructed in the table above, please contact our customer service center for support.