

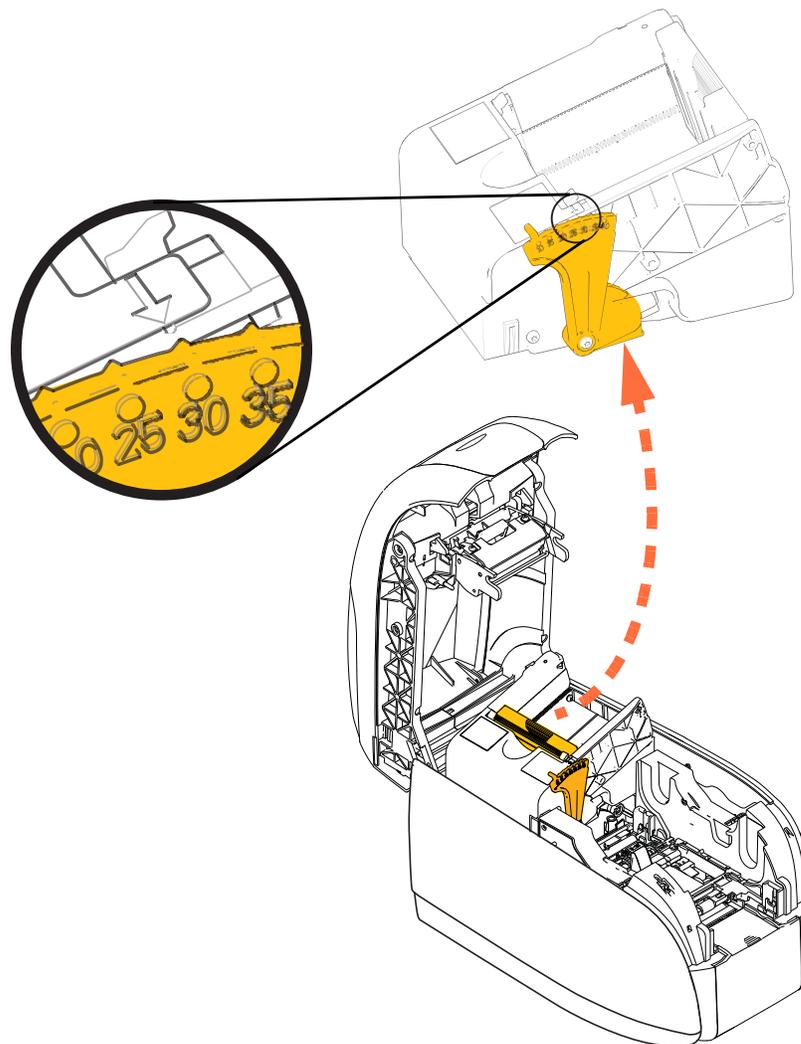
## 2.2 Loading Cards

### Card Feeder

The card feeder is used for loading cards, it can hold up to 100 cards of 30-mil thickness. The card feeder is located under the card feeder cover of the printer. Check with your card vendor or packaging label to identify the thickness of your cards. A typical card thickness is 30 mil.

**Step 1.** Set the card thickness adjustment (circled below) to the number corresponding to the thickness of the cards being loaded. Note that the thickness adjustment ranges from 10 mils to 40 mils.

**Failure to make the proper thickness adjustment (particularly for 10-mil cards) may result in a multiple-card jam. To clear a card jam, refer to [MECHANICAL ERROR](#) on page 91.**

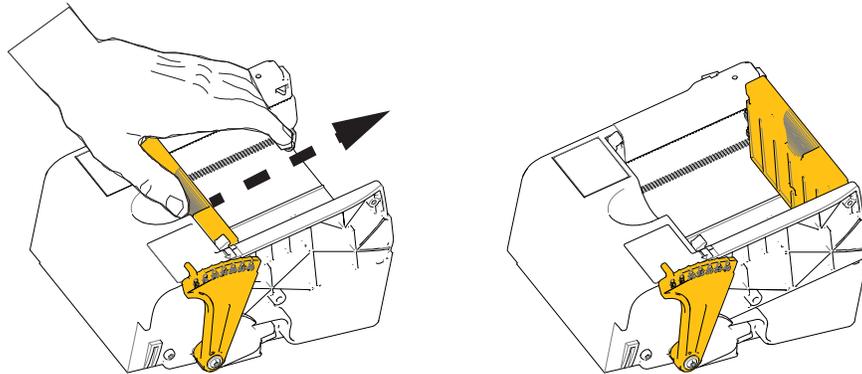


## 2: Installation and Setup

### Loading Cards

**Step 2.** Open the card feeder cover.

**Step 3.** Slide the card guide all the way to the right until it locks in place with an audible click.



**Caution** • Hold the cards by the edges only. **DO NOT** touch print surfaces as this can reduce print quality.

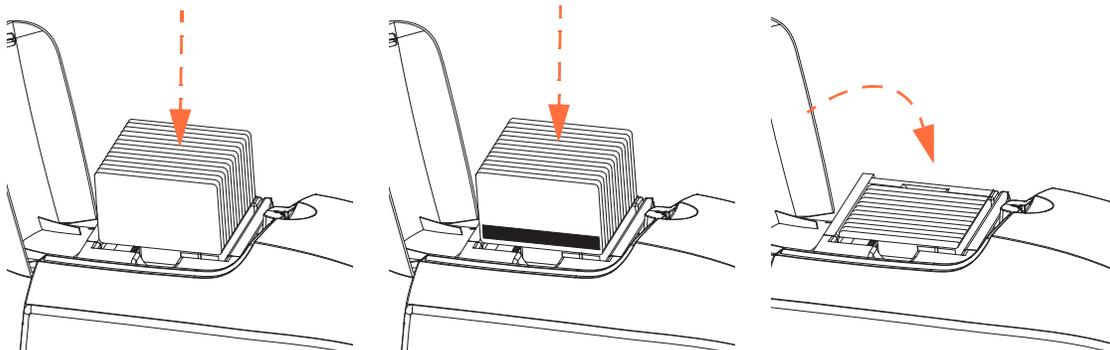
**Step 4.** Remove the wrapper from the card stack.

**Step 5.** Examine the cards, and discard any cards with damaged edges.

**Step 6.** Holding the card stack by its sides, fan the cards (like flexing a deck of playing cards) at least once from each end, so as to separate all the cards.

**Step 7.** Restore the card stack to its original squared-off condition.

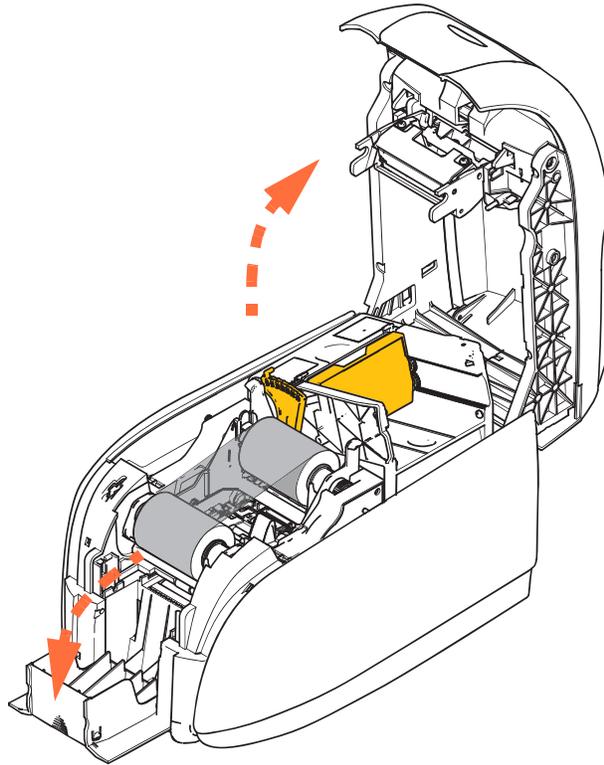
**Step 8.** Place the stack of cards into the card feeder.



**Step 9.** Close the card feeder cover. When card feeder cover is closed, the card guide locking mechanism will be released automatically.

## Card Output Hopper

- Step 1.** Raise the printer lid.
- Step 2.** Pull the card output hopper down to place it in its functional position.



- Step 3.** When not using the printer, place the card output hopper back in its closed position to protect the printer from dust.