BRADY
WHEN PERFORMANCE MATTERS MOST™

BMP®61 Label Printer

Quick Start Guide

Unpack Your Printer

The following items are included in the standard BMP®61 package:

- BMP®61 Label Printer
- Hard-sided carrying case (BMP-HC-1)
- BMP41-BATT NiMH Battery Pack
- AC adapter (US or Europe) and power cord
- USB cable (BMP41-USB)
- One M61-R6010 ribbon
- One PTL-19-423 general purpose white polyester media (1" x 25.4 mm x 25.4 mm)
- Product CD with user's manual and Quick Start guide in various languages
- Brady Printer Drivers CD
- Printed Quick Start Guide
- Strap (BMP-Strap-1)

Accessories

The following items are accessories available for the BMP®61 Label Printer and can be purchased separately from your distributor:

- Magnet (BMP-MAGNET-1)
- Quick Charger (BMP-41-QC)
- Cleaning Kit

Save Your Packaging

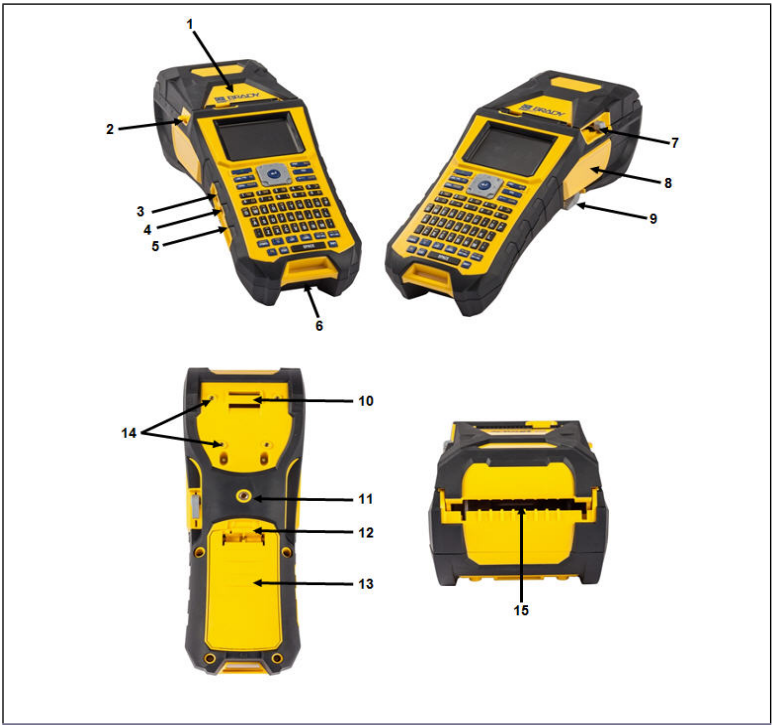
The packaging surrounding your BMP®61 Label Printer should be saved in the event you have to ship the printer and accessories back to the supplier.

WARNING

Do NOT remove the BMP41-BATT NiMH battery pack from the printer when shipping the BMP®61 printer and battery together.

If shipping the printer or the battery pack separately, place the item in the original shipping material before transporting. Batteries must be shipped according to state, federal, or municipal regulations. Consult your courier before shipping NiMH battery packs

External View



1	Cover (media well)
2	Cover release latch
3	AC Adaptor port
4	USB port (computer connection)
5	USB host port (flash drive)
6	Handstrap lower attachment loop
7	Cutter lever
8	Ribbon
9	Printhead lock lever
10	Strap upper attachment loop
11	Tripod attachment screw hole
12	Battery door latch
13	Battery door (battery well)
14	Magnet attachment screw holes
15	Bulk or external media feed path

Setting Up the Printer

Power is supplied to the BMP®61 Label Printer through a BMP41-BATT NiMH battery pack, or through an AC power adapter.

WARNING

Do not expose batteries to temperatures above 60ºC (140ºF).
Do not disassemble or mistreat the battery pack.
Do not attempt to replace components in the battery pack.
Use only the BMP41-BATT rechargeable battery pack in the BMP61 printer.
Do not allow metal or other conductive materials to touch the battery terminals.
Do not use any charger other than that specifically for use with the battery pack.
Do not use any AC adapter other than that specifically for use with the BMP61 printer.

WARNING

Keep the battery pack away from heat sources.
Keep the battery pack away from water.
Never lay objects on top of the battery pack.
Store your battery pack in a cool, dry place.
Keep the battery pack out of the reach of children.
The battery pack must be recycled or disposed of properly according to federal, state, and municipal regulations.

Loading the BMP41-BATT NiMH Battery Pack

1. On the backside of the printer, push down on the door release latch and swing the battery compartment door up and out. (The door will come off.)
2. With the battery label facing outward, insert the battery pegs into the peg slots at the top of the compartment; then tip the battery downward into place.
3. Re-insert the battery door tabs at the base of the compartment and swing the battery compartment door closed, snapping it into place.

Adapter

The printer can be powered through an AC/DC power adapter. When the adapter is plugged in, it is also charging the BMP41-BATT NiMH battery (if installed).

WARNING

Use only the 18 VDC, Brady AC/DC adapters, shown below, for supplying power to the BMP®61 Label Printer.

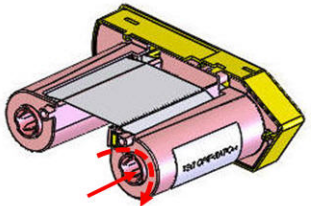
1. Insert the round end of the adapter cable into the plug-in port on the left side of the printer.
2. Plug the female end of the electrical cord into the opposite side of the adapter. Plug the male end of the electrical cord into an electrical outlet.

Remove Ribbon

1. Flip the printhead lock lever backward (to the right) to disengage the printhead.
2. Grasp the ribbon and gently slide out of the printer.

Load Ribbon

1. Before loading, using your finger or small tool (such as a screw driver or pen), remove any ribbon slack by rotating the take-up spool end clockwise.



2. Carefully slide the ribbon cartridge into the printer until it seats firmly against the metal frame, then flip the printhead lock lever forward (to the left) to re-engage the printhead.

Loading Media

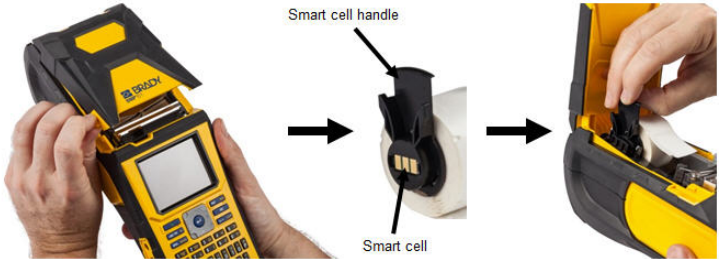
Brady labels come equipped with smart-cell technology that enables the printer to recognize the type of label and automatically sets many label formatting details.

For optimum performance, it is recommended that you use genuine Brady BMP61 labels. Labels can be loaded with the power on or off.

> **Note:** TLS2200 media is forward compatible to BMP61 and cross-compatible to BMP71 printers. TLS2200 media continues to work in TLS2200 and PC-Link.

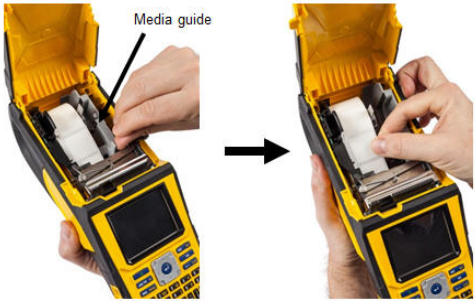
Before inserting labels, be sure to remove the protective tape covering the leading end of the labels.

1. To open the printer cover, put your thumb under the finger tab and push up.
2. With labels coming off the top of the spool, grasp the smart cell handle and insert the labels straight into the smart cell reader compartment, gently pushing until it clicks into place.



3. If using anything but a 2-inch width media, slide the media guide to the left until it fits snugly up against the media roll and clicks into place.
4. Feed the leading edge of the media roll through the guide slots until it stops.

Note: Make sure the printhead is engaged by flipping the printhead lock lever forward (to the left) before inserting media into guides.



5. With the Power on, press Feed button once to feed media under printhead.
6. Close the cover by pushing down on it until it snaps into place.

Unload Media

1. To open the printer cover, put your thumb under the finger tab and push up.

2. Flip the printhead lock lever backward (to the right) to disengage the printhead.

3. If label spool is not empty, gently rewind the spool with your finger to back the unused media out from under the print head.

4. Grasp the media roll smart cell guide and gently pull up out of the tape well.

5. If you do not want to load any more media, close the printer cover by pressing down on the cover until it catches.

Attaching Handstrap

1. First, remove all labels from the media well. Then, with the Brady logo facing up, thread the Double-D ring handstrap through the loop on the lower portion of the back of the printer.

2. Still on the back of the printer, feed the strap under the loop at the top of the printer, directly into the media well.

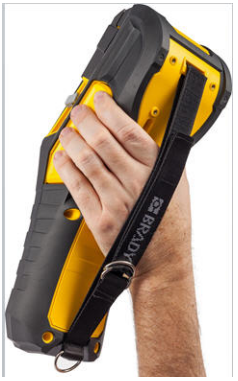
   Then turn the printer over and from inside the media well, feed the strap out through the top of the loop.

3. Pull the loose end of the strap under and through both D-rings.

4. Separate the two D-rings so there is enough space for the strap to pass between them.

5. Weave the loose end of the strap back over the first (bottom) ring, then under and through the second (top) ring.

6. Pull the loose end of the strap until it feels tight, then press the scratch (burr) fastener against the strap so it lays flat.

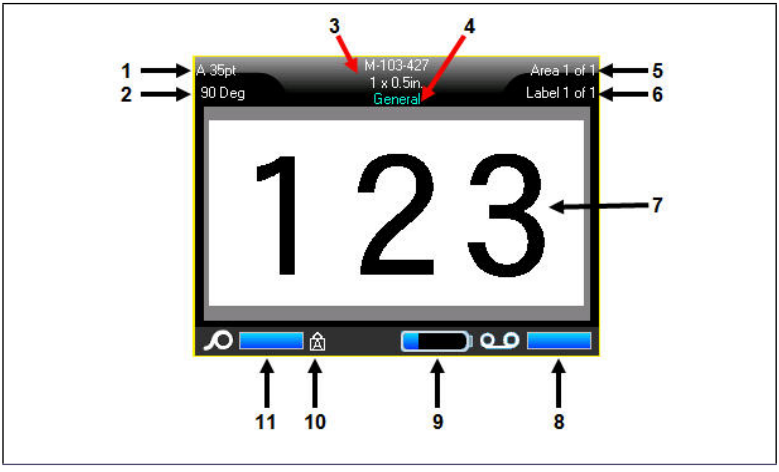


Power On

To turn the printer on or off:

1. Press .

Display Screen



1	Font size with Autosize indicator
2	Degree of rotation
3	Media size
4	Media type
5	Number of areas on current label
6	Number of labels in current file
7	Editor screen
8	Ribbon remaining
9	Battery charging or charge remaining
10	Indicates Caps Lock is on
11	Media (labels) remaining

Navigation and Editing

Touch Screen

The BMP®61 printer uses touch screen technology to manipulate menus and data. Using your finger or a stylus, use the following techniques to navigate through or access items on the touch screen.

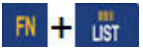
Function	Technique
Tap	Quickly touch the screen.
Double tap	Quickly touch the screen twice
Long press	Touch the screen and hold briefly until cursor disappears
Scroll	Touch the screen and move stylus/finger with some velocity in one of the scrolling directions, then release stylus/finger.
Flick	Same as scroll but the purpose is to change content/pages in horizontal/vertical direction. The Flick is a quick finger movement, faster than scroll.

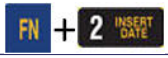
Keypad

Function	Key	Description
Navigation Keys		Navigation keys: • In a line of text, move the cursor left or right a character at a time, or up and down a line at a time. • In menus, move the selection left or right in a primary menus; up or down through a secondary, or sub-menu. • In a dialog box, move up/down or left/right through the fields. In a field with a drop down list, after pressing OK, moves the cursor up or down through the list. • In Print Preview, scrolls left or right through multiple areas on a label.
ENTER Key		• Adds a new blank line to a label. • Accepts menu items and attributes.
FN Key		• Used in conjunction with the alternate function (displayed in yellow) on some of the keys. Press FN key, then press the alternate function key. OR Hold the FN key while simultaneously pressing the alternate function. • Used to access special characters on the alphabetical keys.
Backspace Key		• Removes characters one at a time, moving to the left. • Backs out of menu options and functions, one screen at a time. Note: Depending on how deep you are into menus and functions, you may have to press Backspace multiple times.
Caps Lock Key		Acts as a toggle to lock text into uppercase as data is entered. Press once to turn Caps Lock on; press again to turn Caps Lock off.

Function	Key	Description
Clear Key		• Clears data from the screen. • Cancels menu options and dialog boxes without saving changes.
Superscript Key		• Places the next typed character in superscript format, displaying slightly above the line of text. • Will place multiple characters in superscript if the characters are highlighted first.
Subscript Key		• Places the next typed character in subscript format, displaying slightly below the line of text. • Will place multiple characters in subscript if the characters are highlighted first.
Move to Next Area		On a multi-area label, moves to the next area from the current area.
Move to Previous Area		In a multi-area file, moves to the previous area from the current area.
Highlight Text		Highlights (selects) text on the editing screen, left or right a character at a time, enabling you to add font attributes (bold, italics, underline) to text already entered. Hold the [SHIFT] key while pressing the left or right navigation key.
Font Size Increment		On the editing screen, increases or decreases the font size, a point at a time. Hold the [SHIFT] key while pressing the up or down navigation key.
Decimal Point		Adds a decimal point or period (full stop).

Function Keys

Option	Key	Function
Setup Key		Defines the printer's default parameters.
Preview Key		Previews the label as it will look when printed.
Serial Key		Sets the values for single, multiple, or linked serialization.
Label Key		Adds, removes, and formats labels in a file.
File Key		Saves, opens, or deletes a label or set of labels.
Label Type Key		Accesses the different applications/ label types installed (i.e., wiremarker, flags, terminal blocks, etc.).
Font Key		Provides font sizes and attributes (such as bold and italics).
Print Key		Prints all labels in a label file.
Multi-Print Key		Brings up options to set various print parameters (such as number of copies, print range, and mirror print) before printing.
Feed Key		Feeds the media through the printer.
Symbol Key		Accesses the various symbols available in the printer.
Graphics Key		Accesses user supplied graphics loaded onto the printer.
Barcode Key		Places a text string in Barcode format, toggling the barcode on and off.

Option	Key	Function
International Key		Accesses characters specific to some international alphabets with diacritical and accent marks incorporated into the characters.
Insert Time Key		Inserts the current time, as set on the printer.
insert Date Key		Inserts the current date, as set on the printer.
Area Key		Adds, removes, and formats areas on a label.

Menus

Main menus display at the bottom of the display screen when a Function key is pressed. To access menus:

To access menus using the keypad:

1. Press the Function key for the menus you want to access.

The menu choices for that particular function display.

2. Press the left/right navigation keys to access the main menu items.

When you access a menu item, if a sub-menu is available, it immediately pops-up.

To access a sub-menu:

1. Press the up/down navigation keys

An accessed menu displays with a yellow bar around it.

2. To activate the highlighted sub-menu, press Enter .

To access menus using the touch screen:

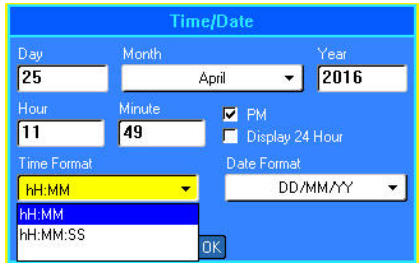
1. Press the Function key for the menus you want to access.
2. Touch the desired main menu option.
3. If sub-menus are available, touch the desired sub-menu option.

Dialog Boxes

Some menus display dialog boxes rather than sub-menus.

> **Note:** You will know that a dialog box is associated with a menu if a sub-menu does not immediately pop up when highlighting the main menu option.

To access a menu's dialog box using the keypad:



1. Press Enter ↵ on the menu item.

A dialog box displays.

2. Press the up/down and left/ right navigation keys to move to the different fields.

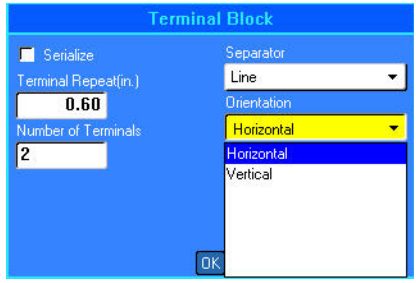
To access a menu's dialog box using the touch screen:

1. Touch the menu item.
2. Touch the desired field you want to edit.

Drop Down Field Lists

If a field has a drop down list associated with it, a downward facing arrow displays on the right side of the field.

To select an option from the drop down list, using the keypad:



1. Press Enter ↵ to open the drop down list.
2. Use up/down navigation keys to highlight the desired option.
3. Press Enter ↵ to select the option.

To select an option from the drop down list, using the touch screen:

1. Tap the down arrow of the drop down list to expand the list.
2. Tap the desired option in the list.

The item is selected and the list collapses.

Data Fields

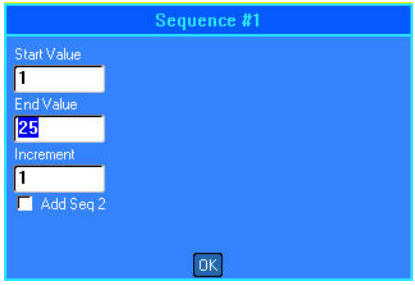
In fields requiring user-supplied data:

To access data fields, using the keypad:

1. Use navigation keys to navigate to the data field.
2. Enter data using the keyboard.
3. Use navigation keys to move off the field after entering data.

To access data fields, using the touch screen:

1. Tap the desired data field.



If the data field is active (contains data), tapping the field one time highlights the data and you can type directly over it. If the data field is not active (does not contain data), tapping one time activates the field by placing the cursor in the field.

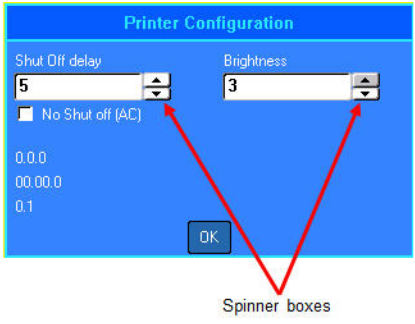
2. Enter the desired data in the field.

Spinner Boxes

A spinner box lets you toggle through a range of values in a field.

To use a spinner box, using the keypad:

1. Navigate to the field containing the spinner box.
2. Press Enter ↵.
3. Use the up/down navigation keys to toggle through the range of values.
4. When the desired value is reached, press Enter ↵.



To use a spinner box, using the touch screen:

1. Tap the field containing the spinner box.
2. Tap the up arrow to incrementally increase the value in the field. Tap the down arrow to decrement the field value.

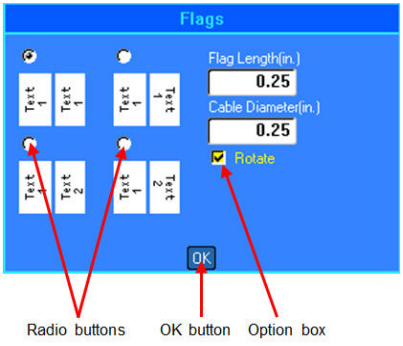
Radio Buttons and Option Boxes

To check a radio button or option box, using the keypad:

1. Navigate to the desired option.
2. Press Enter ↵.

To check a radio button or option box, using the touch screen:

1. Tap one time on a radio button or option box to activate it.



Accept Dialog Box Edits

To accept all edits in a dialog box, using the keypad:

1. Navigate to OK at the bottom of the dialog box.
2. Press Enter ↵.

To accept all edits in a dialog box, using the touch screen:

1. Tap OK at the bottom of the dialog box.

Cancel a Menu or Dialog Box

To cancel a menu or dialog box without accepting changes, using the keypad:

1. Press Backspace ← CLEAR .

To cancel a menu or dialog box without accepting changes, using the touch screen:

1. Perform a downward flick in the dialog box header.

Create a Label

Entering Text

The vertical line is the cursor and is the starting point for every label you create using the BMP®61 printer. Begin entering text at the position of the cursor. The cursor moves across the screen as you enter data. If you want another line of text, press the ENTER key.

Inserting Text

To insert additional text within a line of text:

1. Using navigation keys, position the cursor at the point where text should be inserted.
   OR
   Touch the screen at the point where text should be inserted.
2. Enter the text.

Existing data positioned to the right of the cursor moves progressively to the right to make room for the inserted text.

Font Size

Font size applies to an entire line of data at a time. To change the size of the chosen font:

1. Press Font

.
2. Select **Size**, then select the ***font size*** desired.

Deleting Text

To remove characters, one at a time, from the position of the cursor TO THE LEFT (backwards):

1. Position the cursor to the right of the characters you want to delete.
2. Press Backspace

, once for each character to delete .

Clear Data

To Clear all text on a label:

1. Press Clear

.
2. Select Clear Label Data ,

Save a Label

To save labels as a file:

1. Press File

   FN + LABEL TYPE FILE.

2. Select **Save**.
3. Select Internal.
4. In the displayed entry box, enter a name for the file. (Type directly over the <New Folder> moniker.)
5. Press Enter ↵.

Open a File

To open (recall) a saved file:

1. Press File

   FN + LABEL TYPE FILE.

2. Select **Open**.
3. Select Internal or External.

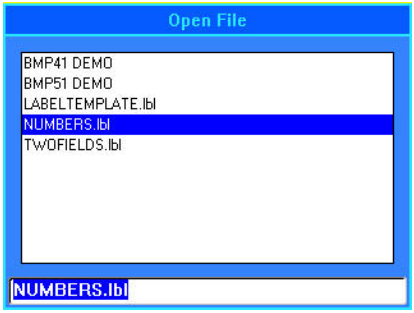
A list of previously saved folders and files displays.

4. Navigate to the file to open,

   then press Enter ↵.

   OR, using the Touch screen:

   Double tap the file.



Printing a Label

WARNING

DO NOT insert fingers near cutter. It could pinch or cut.

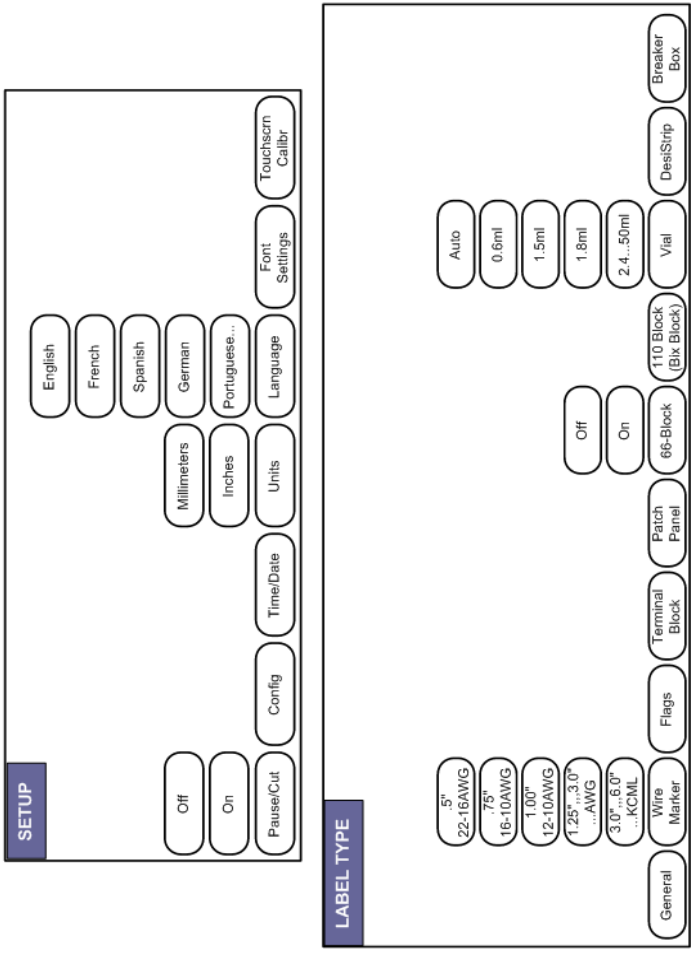
To print a label:

1. Press PRINT PRINT MULTI.

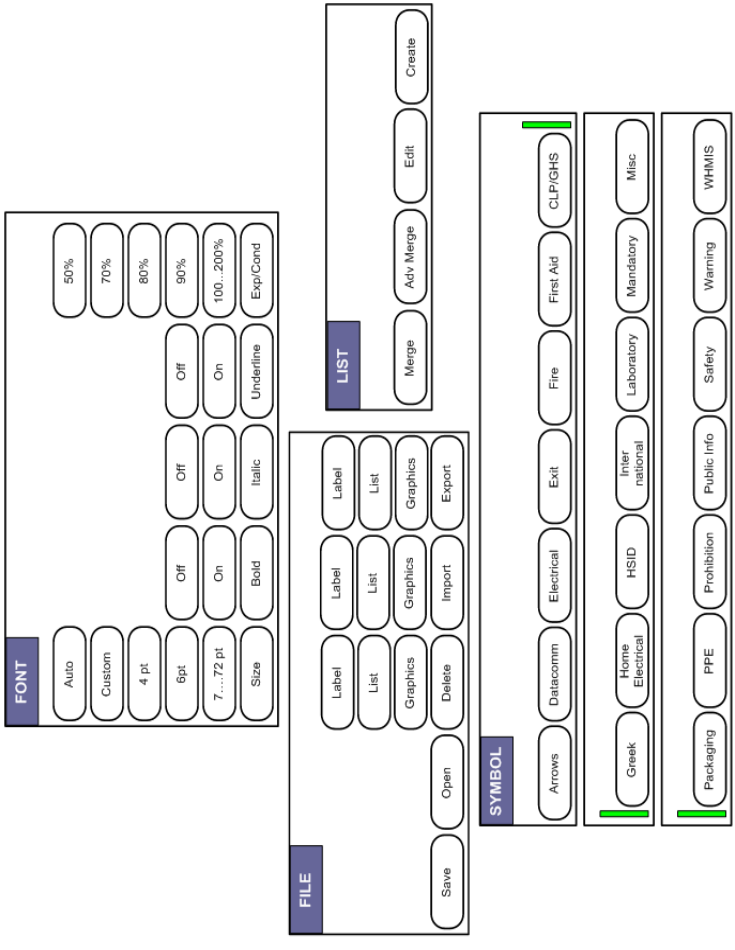
After printing, to cut the label:

2. Pull the cutter lever forward (towards you) as far as it will go.

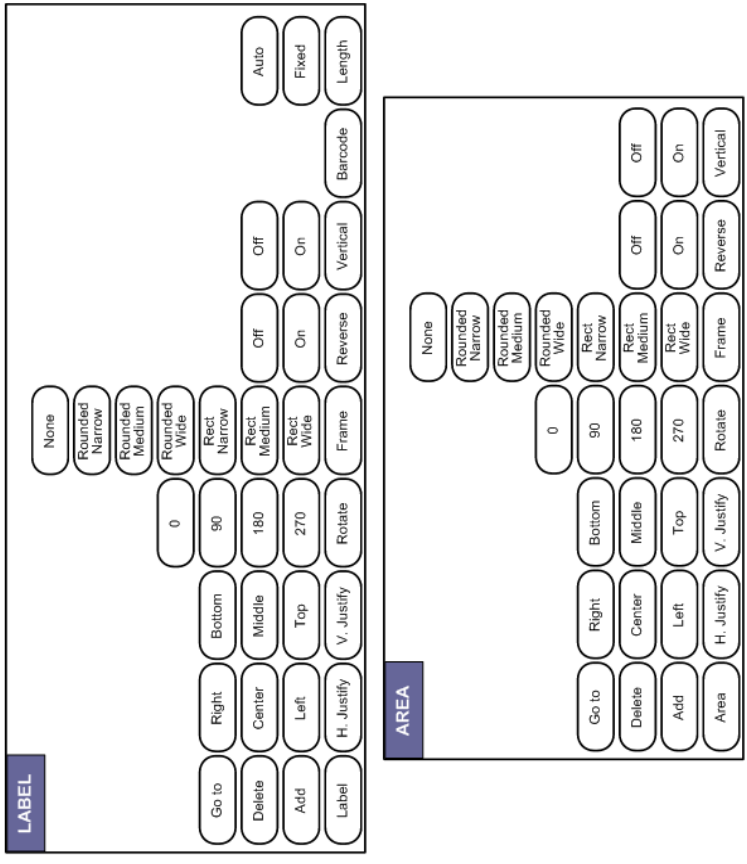
Function Key Menu Tree



Function Key Menu Tree (continued)



Function Key Menu Tree (continued)



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