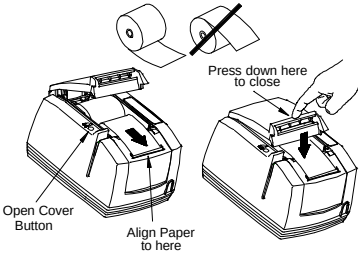
BANKjet® 1500 **Quick Reference Card** ithaca

Loading a New Paper Roll (refer to label inside of rear cover)

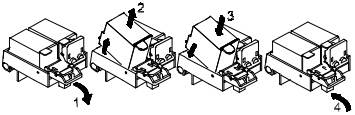
1) Use the Open Cover Button to open the rear cover.
2) Insert the new paper roll so that the paper unwinds from the bottom of the roll, and that the leading edge of the paper is aligned to the line on the front cover. Make sure the paper does not extend beyond the line.
3) Close the rear cover on the paper. The BANKjet's Insta-Load® feature will automatically complete the loading process.



Installing New Ink Cartridges (refer to label inside of front cover)

Do not touch the ink cartridge's metallic connector area with your fingers. Touching this area will contaminate the ink cartridge's connector surface

1) Open the front cover of the printer and pull down (release) the blue cartridge latch
2) Take out the old ink cartridge.
3) If the replacement cartridge is NEW, press the New Cartridge Button and then install the cartridge. If the replacement cartridge is used, install cartridge. When installing cartridge hold the tab to ensure clean installation.
4) Close (engage) the blue latch and both printer covers.
5) Always initialize the newly installed ink cartridges by pressing the New Cartridge Button immediately after closing the printers covers.



- Black ink cartridges go into left carriage.
- Color ink cartridges go into right carriage.

Checking the Ink level

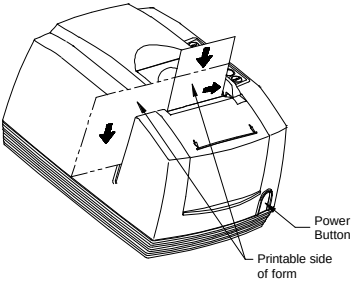
1) Press the New Cartridge button while the printer is on and covers are closed.
2) Printer will print a report of the ink remaining in the ink cartridge.

Using the Reverse Feed Feature

Holding the New Cartridge and Feed Buttons down at the same time, with the printer covers open, will reverse paper out of the paper path.

Inserting Validation Forms (Validate single ply forms only)

1) Insert a square, smooth corner of the validation form into the validation slot, using the right edge of the validation slot as a guide. When the form is detected by the printer, the FORM light will change from blinking to steady on.
2) RELEASE THE FORM. The form will be automatically drawn into the printer and printing will begin.
3) When printing is complete, the printer will feed the form out. Remove the form.



Printing receipts

Wait for auto-cutter to complete cut before removing the receipt.

Quick start reference to using Keypad Buttons

What Buttons do I use to…	Do this…
Turn the Printer ON	Press and release the front Power Button
Turn the Printer OFF	Press and release the front Power Button
Remove the Ink Low Warning After Installing New Ink Cartridges	Press and release the New Cartridge Button immediately after installing any new ink cartridge(s).
Clean the Ink Cartridges	Press and release the New Cartridge Button. Repeat up to 3 times.
Print the Ink Level Status	Press and release the New Cartridge Button.
Feed Paper	Press the Feed Button, press once for a single line feed, press and hold for continuous feed.
Reverse Feed Paper	With printer covers open, press and hold the New Cartridge and the Feed Buttons at the same time.