

Tips for applying adhesive Bar Code Labels to Cartridge System Tape Media

- If the cartridge comes in an Individual Protective Case with user labels inside, remove the user label stock from the cartridge case (see note 1).
- Refer to the information card inside the Individual Protective Case and your hardware manual for more cartridge labeling instructions.
- Examine the bar code label. Do not use the label if you find voids, spots or other irregularities in the printed characters or bar code.
- Carefully remove the label from the label sheet. Do not tear, crease, stretch or cause the label edges to curl.



- Position the label within the cartridge's recessed label area.
 - The "Bars" go toward the hub side of the cartridge in most [but not all] applications.
 - Apply with light finger pressure; the label should lay straight and flat, without curls, wrinkles or bubbles on its surface.
 - LTO cartridge shown for example only.
- Verify the label is flat, smooth and parallel to the top & bottom edges of the recessed label area. The label should be straight within 0.02 inches over the length of the label (see note 2). Verify that the label is positioned fully within the recessed label area and does not roll up or over the recessed area wall on any side.

Note 1: Be sure you remove any user-label sheets from inside the cartridge protective cases when applying Bar Code labels. This will prevent the user label sheet from being inadvertently picked up, along with a tape cartridge, and carried into the tape drive. Static electricity charge on a cartridge shell can cause a user label sheet to cling to the shell. A label sheet accidentally inserted into the drive, along with a cartridge, can prevent the cartridge hub and tape drive gear from meshing and possibly even damage the tape drive.

Note 2: From a major tape library manufacturer's tape library system guide.

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