a. Remove tape cartridge top cover by removing four screws from backplate with Pozidrive (small Phillips-head) screwdriver.

b. As shown in figure A, rethread loose end of tape around right tape guide, past belt drive pulley, outside front guide pin, and around left tape guide so that approximately 1-3/4 inches of tape is clear of guide.
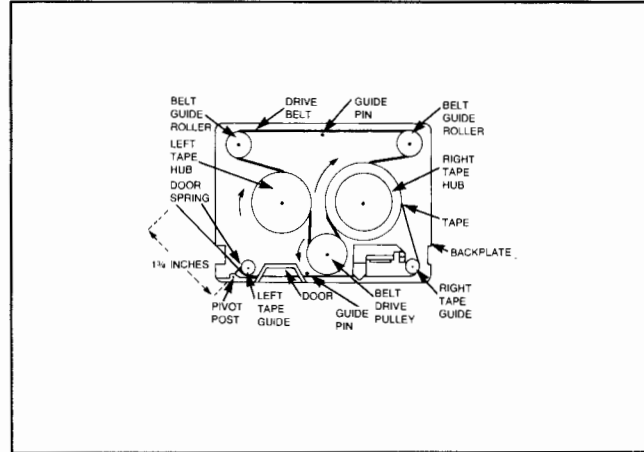

Figure A

c. Hold tape cartridge as shown in figure B, so that right hand can be used to rotate belt drive pulley and left hand can be used to maintain tape tension at tape guide.

d. Moisten inside surface of free end of tape and, while maintaining tape tension at left tape guide, rotate belt drive pulley counterclockwise to wrap free end of tape around left tape hub until tape reaches point where drive belt touches tape hub.
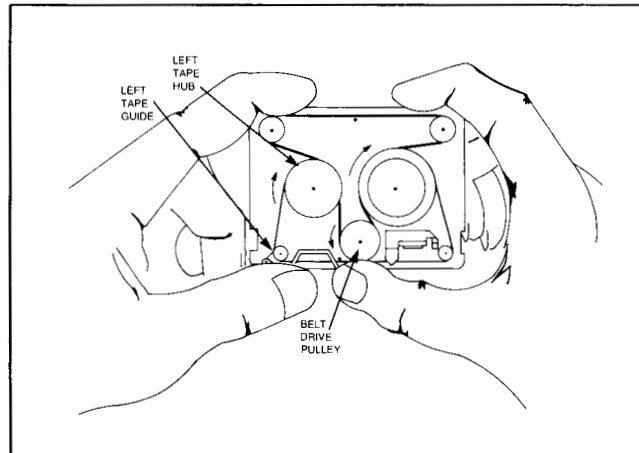
e. While maintaining tape tension, use any small round-tipped tool to trap free end of tape between drive belt and left tape hub as shown in figure C.

Figure B

f. Rotate belt drive pulley counterclockwise until tape is wrapped several times around left tape hub past first set of tape holes (approximately 2 feet). Check the tape pulleys to be sure they are not riding up.
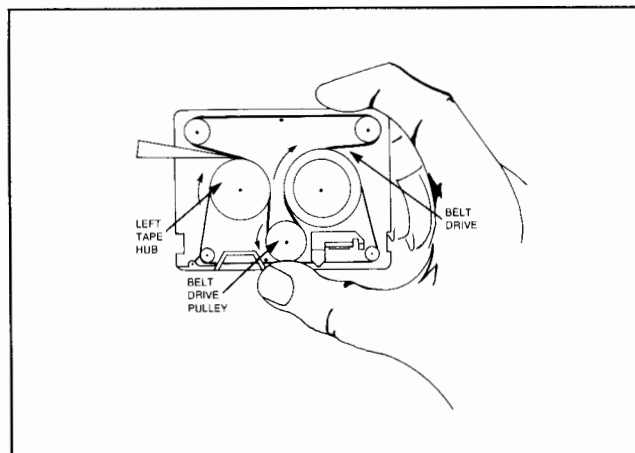
g. Replace tape cartridge top cover on backplate and secure in place with four screws.

h. Condition tape in accordance with the instructions contained under Tape Care (page 282).

Figure C