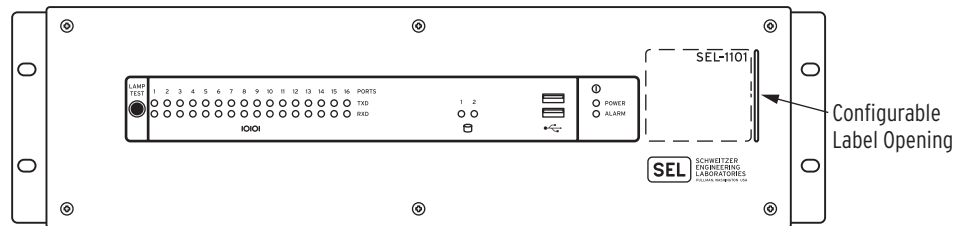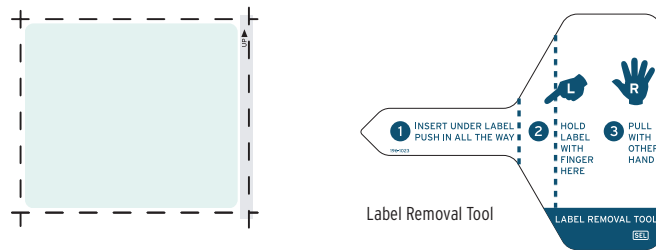# SEL-1101 or SEL-1102 Configurable Labels

Overview

The SEL-1101 or SEL-1102 Configurable Labels Kit (shipped with each computing platform) provides the materials and information needed to customize the product labeling area of the front panel.

Figure 1   Configurable Label Area With Factory Default Label (SEL-1101 Shown)

The blank slide-in label set and label removal tool, shown in *Figure 2*, is included with either kit.

Figure 2   Blank Slide-In Label Set for Front-Panel and Label Removal Tool

Table 1 provides lists and descriptions for the items contained in the SEL-1101 Configurable Labels Kit; *Table 2* provides lists and descriptions for the items contained in the SEL-1102 Configurable Labels Kit.

Table 1   SEL-1101 Configurable Front-Panel Label Kit (Part No. 9260022)

Content Description	Quantity
SEL-1101 Product Literature CD	1
Blank Customer Label Sheets on perforated paper for laser printing	Two
Label Removal Tool	One

Table 2   SEL-1102 Configurable Front-Panel Label Kit (Part No. 9260025)

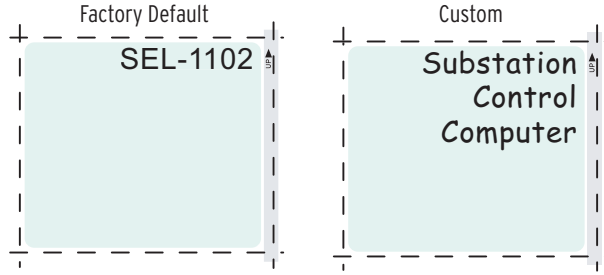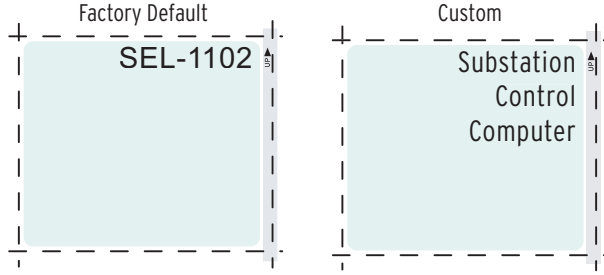| Content Description	Quantity
SEL-1102 Product Literature CD	1
Blank Customer Label Sheets on perforated paper for laser printing	Two
Label Removal Tool	One

Configurable Front-Panel Labels Options

There are three options for the SEL-1101/SEL-1102 Computing Platform front-panel labels:

➤ Factory default labels
➤ Handwritten customized labels (use the back side of the factory default labels)
➤ Laser-printed labels on perforated paper labels

The product labeling examples in *Table 3* show the same application for configurable front-panel labels.

Table 3   Options for Configurable Front-Panel Labels (Example Shows the SEL-1102)

Default Labels	
Use the default labels supplied with the relay.	See *Figure 1*.

Handwritten Labels: Reusing Factory Default Labels

➤ Use the Label Removal Tool to remove the factory default labels from the front panel.
➤ Write on the backside of the labels with a fine point permanent marker.
➤ Reinsert the modified labels in the appropriate pockets; be sure to fully seat the label in each pocket.

Factory Default — SEL-1102

Custom — Substation Control Computer

Laser-Printed Labels: Using Perforated Paper Labels

➤ Create labels on a computer with the Microsoft® Word templates located on the SEL-1101 or SEL-1102 Product Literature CD. See *Creating Laser-Printed Labels*.
➤ Print to a laser printer on the Customer Label perforated paper.
➤ Insert the laser-printed labels in the appropriate pockets; be sure to fully seat the label in each pocket.

Factory Default — SEL-1102

Custom — Substation Control Computer

Removing Configurable Front-Panel Labels

Included with the Configurable Label Kit is the Label Removal Tool, shown in *Figure 2*. Use this tool to remove labels from the front-panel pockets. Use the procedure in the following steps to remove a slide-in front-panel label:

Step 1.   Push the existing label all the way inside the label pocket.

Step 2.   Slide the tip of the tool under the label at the label pocket opening (see *Figure 1* for opening locations).

Step 3.   Push the edge of the label against the Label Removal Tool while pulling out the combined label and Label Removal Tool to extract the label.

Creating Laser-Printed Labels

The purpose of this procedure is to create laser-printed configurable front-panel labels on blank Customer Label perforated stock sheets (supplied in the kit). The source for the label template file is the SEL-1101 or SEL-1102 Product Literature CD. In addition, you can find this file on the SEL website; visit www.selinc.com.

Step 1. Insert the Product Literature CD in your computer CD drive.

A Microsoft Internet Explorer window will automatically open.

Step 2. Save the Microsoft Word configurable label template file to your hard drive.

a. Click on the View the Microsoft Word Configurable Label Template link.

b. Save the file to a location on your hard drive (**File > Save As**).

Step 3. Edit the new document to create custom labels.

a. Place the labels in the appropriate positions on the blank Customer Label Template.

b. Fill in the fields.

Use the Tab and Arrow keys or your mouse to move from field to field. Field space is limited; only the text that displays on the screen prints on the label.

Save the file often to preserve your work in progress.

Step 4. Complete all necessary entries and save the file.

NOTE: If your printer has duplex capability, be sure to set the printer to print single sided.

Step 5. Test the position of the label text by printing the template file to plain paper.

a. From the document, select **File > Print > OK**.

b. Examine the printed sheet for proper alignment. Carefully compare the printed page to the perforated stock sheets.

c. If the printed sheet is not aligned properly, proceed to *Step 6*.

d. If the labels appear as desired, proceed to *Step 7*.

Step 6. Make adjustments to margin settings, as necessary, to print in the proper location on the test sheet.

a. Use the **File > Page Setup** menu to adjust only the top or left margins as needed to correct the alignment.

DO NOT adjust the right or bottom margins.

b. Do a test print on plain paper.

c. Examine the label position.

d. Repeat as necessary until the alignment is correct.

Step 7. Save the Word document.

Step 8. Print the labels on the perforated stock sheets.

If the labels are incorrect, repeat this procedure beginning with *Step 3*.

Step 9. Fold and tear the perforated edges of the stock paper to remove the labels from the sheet.

Step 10. Remove the existing labels from the front-panel label pockets with the Label Removal Tool.

Step 11. Insert the newly created labels in the appropriate front-panel pockets.

To change the labeling again, remove the existing labels and repeat the procedure.

Factory Assistance

We appreciate your interest in SEL products and services. If you have questions or comments, please contact us at:

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SEL-1101/SEL-1102 Configurable Labels

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