1. **Switch printer** on (power switch is on the back of the printer). The UPBOX lights on the front of the printer will glow orange.

2. **Initialize the printer** by pressing and holding down the initialize button on the side of the printer.

   Once the printer is initialized you will hear several beeps and the printer will start making adjusting noises. The UPBOX lights will glow green.

3. **Start extruding filament by pressing and holding down the filament button**

4. **Open the filament holder** on the right side of the printer & gently feed the filament into the plastic tube, carefully unspooling it as you go.

   ***Make sure all the filament stays coiled around the filament cartridge as you unspool it***
5. Keep feeding filament into the plastic tube until a little bit of filament comes out the other end, then gently push the filament into the hole on top of the print head.

6. Apply gentle pressure to the filament going into the print head until you feel the machine “tug” it into the printer & hear a short beep.

   If the filament is extruded correctly, after a few minutes melted filament will start coming out of the print nozzle. You can throw this filament away; the printer will start beeping when it’s done extruding the filament.

7. Open up the UPStudio software on the laptop.

8. Click the UP icon (looks like a cube), then click the “Add” button, then the Add 3D model icon.

9. Open the model you want to print; your model will appear on the print plate.
If desired, you can use UPStudio to adjust your model before you print it

10. Once you are ready to print, click the "Print" icon

11. Click "Preview" to see approximately how long it will take to print your model + how much filament it will use--->the bigger the model/the more filament it uses, the longer it takes to print

***Based on this information, you may need to resize your model or adjust the print settings to shorten your print time***

12. When you are ready to print, click the "Print" button

After UPStudio calibrates your print, click Ok to start printing

***The printer will start beeping and making a lot of noise before it starts printing--this is normal! As long as the UPBox lights on the front of the printer are glowing blue, your print is still printing***

If you open the front door of the printer while it is printing, your print will be paused. Double-press the "resume" button (right-most button on the side of printer) to resume printing
AFTER YOUR MODEL IS DONE PRINTING:

1. When your model is done printing, the **UPBox lights will glow green**. It is now safe to open the printer.

2. Use the scraper to gently push and lift your model off the printer plate.

3. Once you've removed your model from the printer (& if you don't want to print something else immediately after), **double-press the filament button to withdraw filament**.

4. Hold on to the filament tube until you hear a beep and can **pull the melted filament out of the print head** (be careful not to touch the print head because it will be hot).

5. **Open up the filament holder and respool the filament** by gently pulling it out of the tube. Once all the filament is out of the printer, make sure it's wrapped around the filament cartridge & put the cartridge back in its bag.

6. **Turn off the printer and close the lid & front door**.