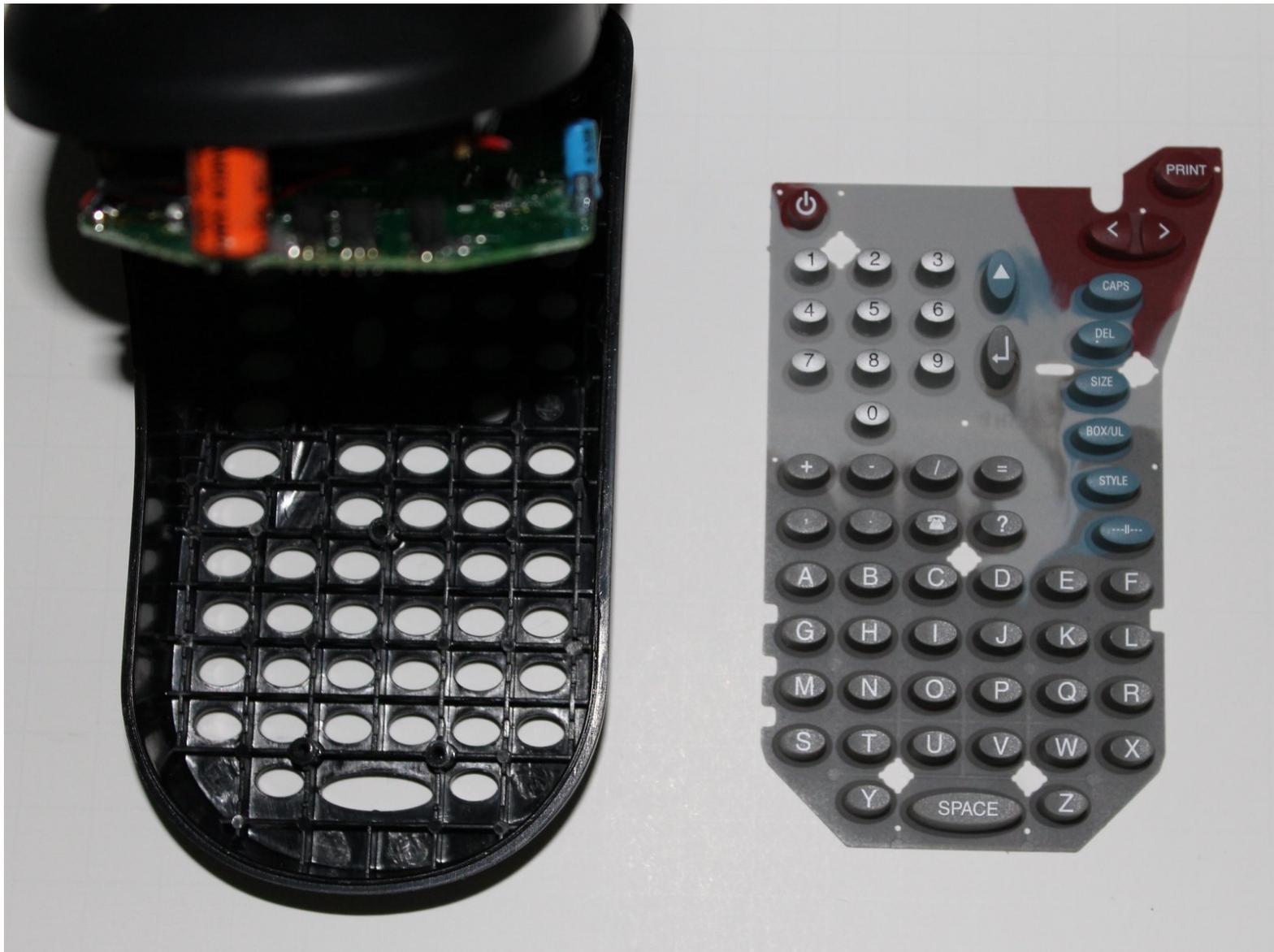




DYMO LabelPOINT 100 Keypad Replacement

Replace a worn out, damaged keypad.

Written By: Mike Dam



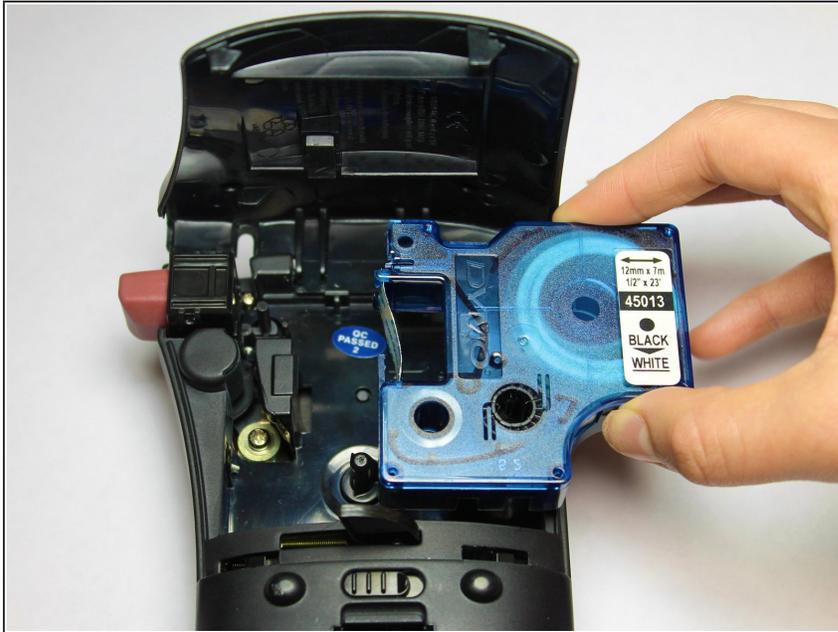
**TOOLS:**

- [Phillips #00 Screwdriver \(1\)](#)

**PARTS:**

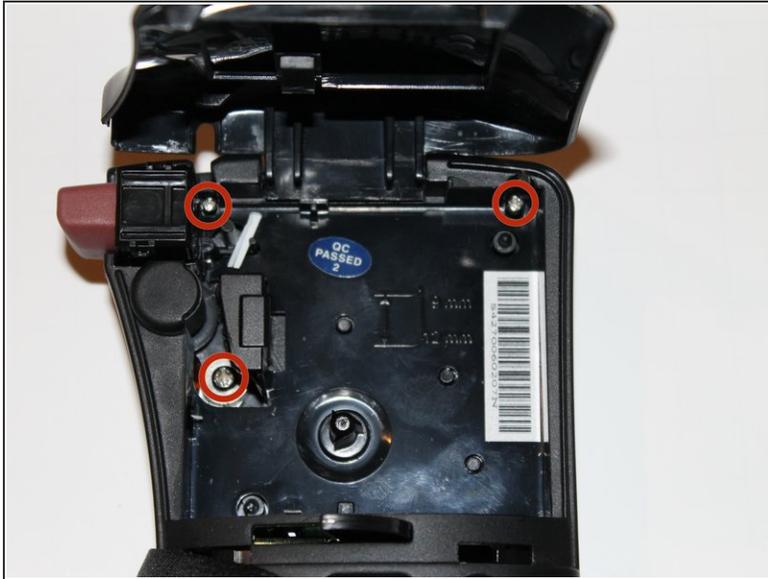
- [Dymo LabelPoint 100 Keypad \(1\)](#)

Step 1 — Remove Label Tape Cartridge



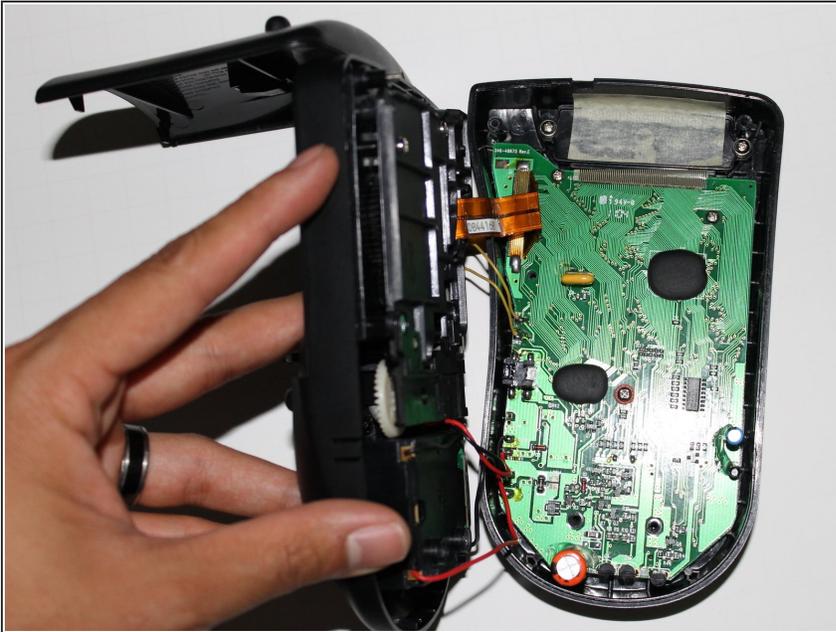
[DYMO LabelPOINT 100 Label Tape Cassette Replacement](#)

Step 2 — Remove Screws To The Access Panel



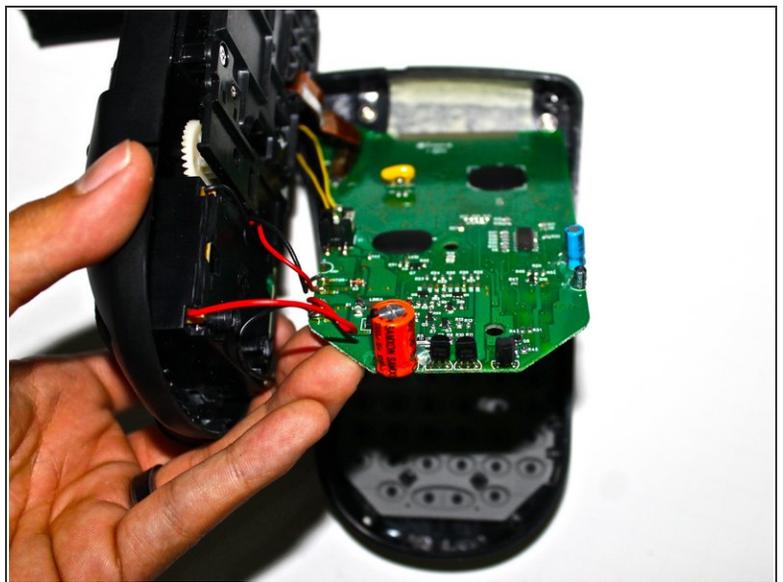
- Use Phillips #00 Screwdriver to remove the three screws that hold the upper portion of the access panel.
- Remove the blade cutter assembly.
- Use Phillips #00 Screwdriver to remove the last two screws located in the battery panel that holds the bottom portion of the access panel.

Step 3 — Remove Access Panel



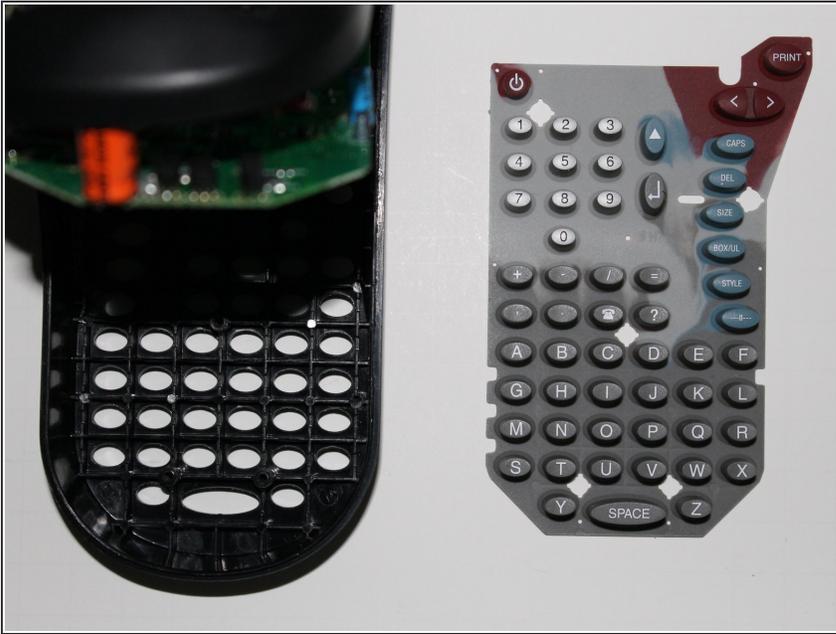
- Gently remove the access panel from the right side of the device.
- ⚠ Some electrical wiring will be exposed and will not detach. Be careful not to damage any electrical wiring when removing access panel.

Step 4 — Removing Circuit Board



- Use Phillips #00 Screwdriver to remove three screws that hold down the circuit board.
- Gently lift the bottom of the circuit board, revealing the keypad.
- ⚠ Be careful not to damage any components on the circuit board when disassembling.

Step 5 — Remove Keypad



- Remove the keypad from the front facing cover
- ⓘ When installing the new keypad, make sure all buttons are correctly set in each hole so that each button can be pressed.

To reassemble your device, follow these instructions in reverse order.