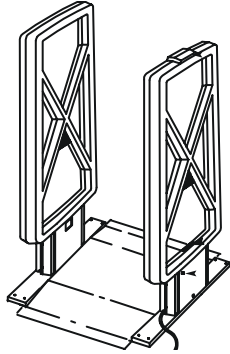


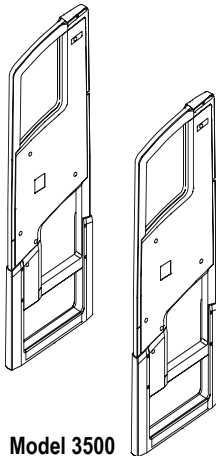
# 3M™ Tattle-Tape™ DCD-2 Security Strips Application Instructions

**New Instructions**

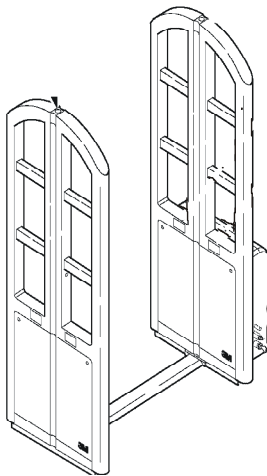
For Audio CDs, CD-ROMs, and Single-sided DVDs



Model 1355, 1360,  
1365, 1370, 2300



Model 3500



Model 3800

**IMPORTANT** – Please read these instructions thoroughly before you begin.

## Compatibility with 3M™ Detection Systems

The DCD-2 security strip is **used alone** with the Detection System Models 1355, 1360, 1365, 1370, 2300, 3500, and 3800.

- If the DCD-2 security strip is used with a **Detection System Model 1850**, you must also apply a 3M™ Tattle-Tape™ DVM-1 Security Strip to the DVD/CD case.
- Refer to the DVM-1 Security Strip Application Instructions (at the end of this document) for the Detection System Model 1850.

## Special care requirements for DVDs

DVDs store 10 to 20 times more data than CDs. This significantly higher density makes DVDs much more susceptible to imperfections than CDs.

- DVD playability is easily affected by smudges, fingerprints, small scratches, and disc flatness—much more so than with CDs.
- **DVDs must be flat** or they may not play in some DVD players.
- **Improperly applying a DCD-2 overlay to a CD or DVD can warp the disk.** Even a **tiny amount** warping can cause a **DVD not to play**.
- **Carefully follow these installation instructions and use the application mat** to properly apply the DCD-2 overlay so that the CD or DVD remains flat.

## Before You begin

### Prepare the DVDs or CDs

- **Remove discs from their storage cases** before cleaning the discs or applying the DCD-2 overlays. Do not apply DCD-2 overlays to discs while the discs are in their storage cases. This could cause discs to warp or deform.
- Make sure the DVD/CD is clean and free from scratches.

### Prepare the work surface

- Verify that the work surface is clean, rigid, and perfectly flat (using a straight-edged device like a ruler).
- Applying DCD-2 overlays on a surface that is not perfectly flat can cause the DVD to warp during the application process.

### Supplies and cleaning materials you will need

- Isopropyl (rubbing) alcohol or other disc-cleaning liquid
- Soft, lint-free disc cleaning cloth
- 3M Tattle-Tape DCD-2 Application Mat. If you do not have an application mat, please call 1-800-328-0067, Option 2 (U.S. only) or contact your local 3M Library Systems Representative (outside the U.S.).

## Disc Cleaning and DCD-2 Overlay Application Instructions

Each 3M™ Tattle-Tape™ DCD-2 Security Strip consists of two small strips that are attached to a clear plastic overlay with an adhesive backing. This overlay is attached to the label side of the disc.

### Step 1 – Clean the disc surface

- 1 Clean the **label side** of every disc before applying the DCD-2 overlay, even if the disc is new. This will improve adhesion of the overlay to the disc.
  - Avoid leaving fingerprints or scratches on disc surfaces by handling the disc only by the edges.
  - Use a soft, lint-free cloth moistened with rubbing alcohol.
- 2 Wipe the entire label side of the disc, working from the center hole outward to the edge.
  - Avoid scratching either side of the disc during cleaning/handling.
- 3 Allow the disc to dry completely.
- 4 Do not return the disc to its storage case.

### Step 2 – Apply the DCD-2 overlay to the disc

#### Applying the small section of overlay

- 1 **Position the disc** (label side up) within the alignment circle on the application mat (**Figure 1**).
  - The raised hub ring (on the data side of the disc) should fit within the cutout area around the center of the application mat.
  - If you do not have an application mat, please call 1-800-328-0067, Option 2 (U.S. only) or contact your local 3M Library Systems Representative (outside the U.S.).
- 2 **Remove the smaller section of liner** from the DCD-2 overlay.
- 3 Align the DCD-2 overlay over the center hole of the disc. (Do not adhere to the disc at this time.)
  - If desired, align the strips with the graphics on the disc.
- 4 Hold the larger section of overlay in position near the center hole of the disc (**Figure 2**).
- 5 Adhere the small section of overlay to the disc as follows:
  - Apply very light pressure and wipe outward as shown in **Figure 2** to position the overlay on the disc.
  - Use uniform pressure to avoid creating trapped air bubbles.



Figure 1: Placing disc within alignment circle on application mat.

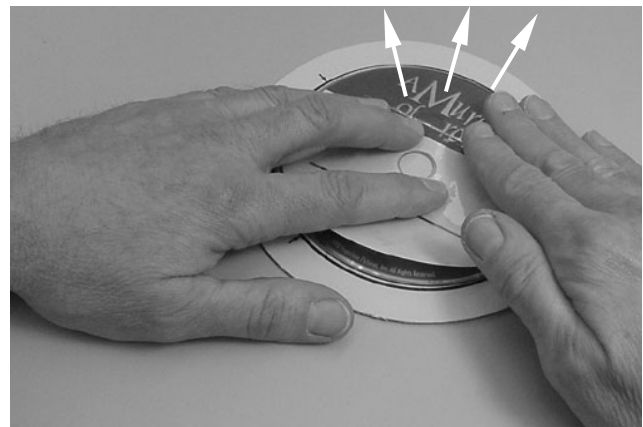


Figure 2: Adhering small section of the overlay to disc by wiping outward.

### Applying the large section of overlay

- 6 Remove the large section of liner and apply the overlay onto the disc (Figure 3):
  - Gently pull the liner away from the overlay.
  - At the same time, use the edge of your index finger to slowly guide the overlay onto the disc surface.
  - Use **light pressure** while guiding the overlay onto the disc surface.

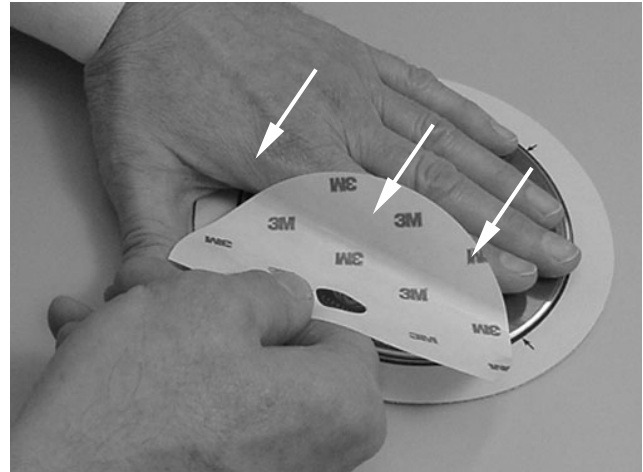


Figure 3: Removing large section of liner and pressing overlay onto disc.

### Finish adhering the overlay

- 7 Hold the disc in position on the application mat near the center hole (Figure 4).
- 8 **Firmly press** along the length of each strip to remove air bubbles.
- 9 Using uniform, **moderate pressure**, press outward around the remainder of the overlay to remove air bubbles.



Figure 4: Firmly press to remove air bubbles.

- 10 Complete adhering the overlay to the disc as follows (Figure 5):
  - Hold the disc in position near the center hole of the disc.
  - Using a circular motion, **firmly rub** the overlay around the entire disc.
  - Make sure the overlay is in full contact with the entire disc surface.
  - **Allow 72 hours for maximum adhesion of the overlay to the disc.**



Figure 5: Adhering overlay to entire disc surface.

# 3M™ Tattle-Tape™ DVM-1 Security Strip

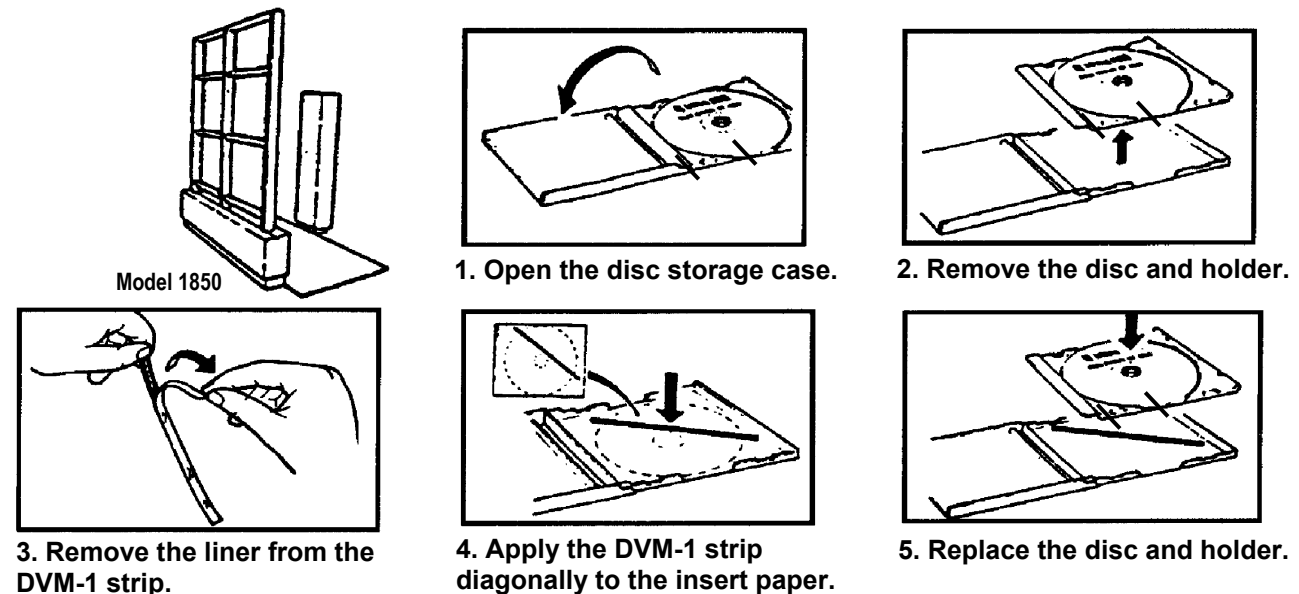
## Application Instructions

For Audio CDs, CD-ROMs, and Single-Sided DVDs  
Used with the Detection System Model 1850

For each disc used with the Detection System Model 1850:

**Step 1** – Apply the DCD-2 security strip to the disc using the **DCD-2 Security Strips Application Instructions** on the previous pages.

**Step 2** – Apply the DVM-1 security strip to the disc storage case (using the procedure below).



### IMPORTANT NOTICE:

THE FOLLOWING IS MADE IN LIEU OF ALL WARRANTIES OR CONDITIONS, EXPRESSED OR IMPLIED, INCLUDING THE IMPLIED WARRANTY OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

3M warrants that these 3M™ Tattle Tape™ Security Overlays are free of defects in materials and manufacture for the lifetime of the Overlay. 3M's obligation, and your exclusive remedy, is to replace such quantity of Overlays found to be defective with new ones at no charge to you, provided the Overlays have not been modified or damaged through misuse, abuse, accident, neglect or mishandling.

Except as provided above, 3M shall not be liable or responsible for any loss or damage, whether direct, indirect, or consequential, arising out of the sale, use or misuse of 3M Library Systems products, or the user's inability to use such products. THE REMEDIES SET FORTH HEREIN ARE EXCLUSIVE.

Statements or recommendations not contained herein shall have no force or effect unless in an agreement signed by an authorized representative of 3M. 3M reserves the right to make any changes in the design or construction of its products without obligation in respect to products previously sold and delivered.

For further information or assistance, please contact 3M Library Systems, 800/328-0067.

- Verkaufsbedingungen können je nach Land verschieden sein. Setzen Sie sich bitte mit der für Sie zustandigen 3M Vertretung in Verbindung.
- Los términos y condiciones de venta pueden variar de un país a otro. Consulte a su representante de 3M.
- Termes et conditions de vente varient selon le pays. Contacter votre représentant 3M.
- Termini e condizioni di vendita possono variare da paese a paese. Contattate il vostro rappresentante 3M.
- Neem voor verkoopvoorwaarden contact op met uw 3M vertegenwoordiger
- 販売の条件に関しましては、住友スリーエム(株)の営業担当者にお問い合わせ下さい。



Library Systems  
3M Center, Bldg. 225-4N-14  
St. Paul, Minnesota 55144-1000  
www.3M.com/library



Printed on 50% recycled  
waste paper, including 10%  
post-consumer waste paper.

Printed in U.S.A.  
Copyright 2003,2004, 3M IPC. All rights reserved  
78-8123-9248-4 Rev D