

Trouble Shooting

Problem	Possible Cause	Solution
Machine will not start	<ul style="list-style-type: none"> Power cord not plugged into proper voltage outlet Executive key and Operator key in OFF position Fuse blown Hood raised Defective motor, low torque Timing belt off gears or excessively tight 	<ul style="list-style-type: none"> Plug in power cord Turn Executive key to form size, turn Operator key to ON position Replace fuse (under right-side cover) Close hood Replace Check belt and align properly on gears
Key will not turn Executive lock	<ul style="list-style-type: none"> Using Operator key in Executive lock Defective Executive lock 	<ul style="list-style-type: none"> Use correct key Replace
Key will not turn Operator lock	<ul style="list-style-type: none"> Using Executive key in Operator lock Defective Operator lock 	<ul style="list-style-type: none"> Use correct key Replace
Machine will not jog	<ul style="list-style-type: none"> Executive key is in OFF, 1st or 2nd form size; Operator key in OFF position Faulty wiring Defective jog switch 	<ul style="list-style-type: none"> Turn Executive key to 1st or 2nd form size; Turn Operator key ON Check wiring Replace
Machine operates with hood open	<ul style="list-style-type: none"> Faulty hood interlock switch 	<ul style="list-style-type: none"> Replace
Hood will not unlock	<ul style="list-style-type: none"> Executive key in OFF, 1st or 2nd form size position; Operator key in OFF position 	<ul style="list-style-type: none"> Turn Executive key to setup position. Turn Operator key to the ON position
Signature/Impression not in proper position	<ul style="list-style-type: none"> Horizontal/vertical position of signature plate holder, impression cylinder, ink roller incorrect Screws loose on the impression holder, signature plate holder First form placed incorrectly in tractor feed 	<ul style="list-style-type: none"> Adjust. See Adjustments section Tighten Adjust. See Tractor Feed Adjustment section
Unit will not orient itself for proper form size	<ul style="list-style-type: none"> Faulty wiring Defective orientation micro-switch 	<ul style="list-style-type: none"> Check wiring Replace
Forms not feeding through machine properly	<ul style="list-style-type: none"> Forms not properly positioned on tractor feed 	<ul style="list-style-type: none"> Position correctly. See Tractor Feed Adjustment section
Resettable or non-resettable counter inoperative/mal-functioning	<ul style="list-style-type: none"> Faulty wiring Defective counters Mis-aligned micro-switches Defective micro-switch 	<ul style="list-style-type: none"> Check Replace Realign Replace
Poor signature impression (too light or dark)	<ul style="list-style-type: none"> Ink roller adjusted too high above the signature plate Worn-out signature plate 	<ul style="list-style-type: none"> Adjust ink roller. See Ink Roller Adjustment section. Replace
Signature position varies while running	<ul style="list-style-type: none"> Loose set screw on tractor drive shaft pulley (under left-side cover) Loose timing belt 	<ul style="list-style-type: none"> Tighten set screws Readjust



Operators Manual For Model 931 Deluxe Signer



INTRODUCTION

THANK YOU FOR SELECTING A MARTIN YALE 931 HIGH SECURITY SIGNER. YOUR SIGNER HAS BEEN DESIGNED FOR EASE OF OPERATION AND MAINTENANCE. WE STRONGLY SUGGEST YOU CAREFULLY READ THESE OPERATING INSTRUCTIONS BEFORE STARTING THE MACHINE. FAMILIARIZE YOURSELF WITH ALL THE FUNCTIONS, SAFETY PRECAUTIONS, AND ADJUSTMENTS DESCRIBED IN THE MANUAL.

DESIGNED AND MANUFACTURED IN AMERICA BY



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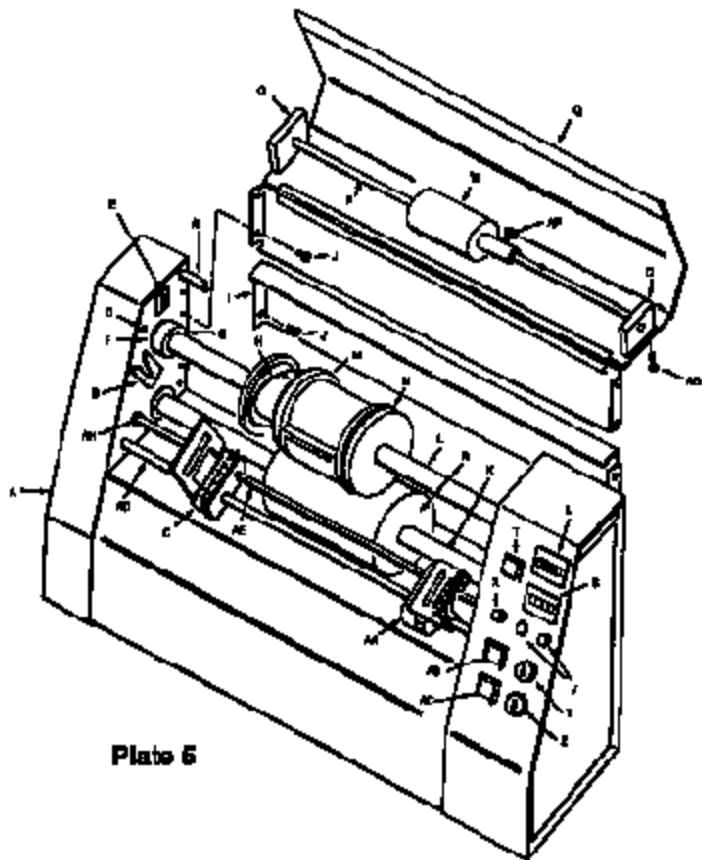


Plate 6

Plate 5

Key	Part No.	Description	Key	Part No.	Description
A	W-0008607	L.H. Extrusion	T	M-S033037	"Stop" Switch Assembly
B	M-0008623	Hood Latch	U	M-S037279	Resettable Counter
C	M-S037054	Tractor Feed Assembly	V	M-S045021	Amber Pilot Light - 120V
D	M-S001077	6-32 x 1/4 Screw	W	W-A008575	Tri-Color Ink Roller Assembly
E	M-S033038	Hood Interlock Switch		WRA008530	Black Ink Roller Assembly
F	M-S013039	Oilite Bearing			Red Pilot Light - 120V
G	M-S019021	3/4" Collar	X	M-S045020	Executive Lock Assembly - 120V
H	M-0008538	Spring	Y	W-A008750	"On - Off" Switch Assembly
I	W-0008733	Bottom Shield	Z	M-S037277	Tractor Feed Assembly w/Paper Switch
J	M-S001097	6-32 x 1/2 Screw	AA	W-A008656	Start Switch
K	W-0008615	Bottom Roller Shaft	AB	M-S033035	Jog Switch
L	W-0008616	Top Roller Shaft	AC	M-S033036	5/16" Tie Bar
M	W-A008726	Complete Plate Holder	AD	M-O008614	Square Drive Shaft
N	M-S023016	O-Ring	AE	M-O008621	10-32 Screw
O	M-0008728	Ink Roller Support Block - Right	AF	M-S005001	Knurled Knob
	M-0008729	Ink Roller Support Block - Left	AG	M-S032045	10-32 x 3/4 Pan Hd. Screw
P	W-0008652	Ink Roller Shaft	AH	M-S013001	Oilite Bearing
Q	W-A008610	Top Hood	AI	M-O008613	1/2" Tie Bar
R	W-0008516	Backup Roller			
S	M-S037279	Non-Resettable Counter			

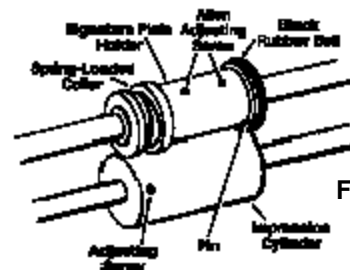


Figure 4

Tractor Adjustment Procedure

- Orient the signer. This is done by momentarily pushing the jog switch, then press the start switch and release. If the signer doesn't move when the start switch is pushed, press the jog switch and the start switch once more. The signer will stop at the start or "orientation" position.

NOTE: Machine will orient itself automatically after last form has exited.

- Open the hinged cover on the right-hand tractor feed.
- Place a document on the pins of the right-hand tractor feed so that three holes are above the top of the tractor. The top pin should be in the fourth pin feed hole. Close the hinged cover (Refer to Figure 2).
- Pull the tractor feed release lever on the left-hand tractor feed toward the front of the machine (Refer to Figure 2).
- Open the hinged cover on the left-hand tractor feed and slide it to a position where the pin holes on the document align with the pins on the tractor feed.
- Close the tractor feed cover. Push the tractor feed release lever toward the rear of the machine to lock it in place.

NOTE: The forms should rest comfortably when held between the left and right tractor feeds.

To Adjust Ink Roller

- The ink roller is shipped at the maximum height above the signature plate holder (Refer to Figure 3).
- Turn all four mounting screws evenly counter-clockwise until the ink roller just contacts one of the signature plates.
- Take a few sample impressions.
- If the impression is too light, continue turning the mounting screws in one-half turn increments, checking the impression after each adjustment.

NOTE: Too much pressure on the signature plate will cause the ink to saturate the signature plate, resulting in poor-quality impressions and smudging.

To Adjust Signature Plate Location

• Horizontal Location

- Turn the Executive key to the setup position. Turn Operator key to the "ON" position.
- Raise the top hood.
- Loosen the two allen screws in the signature plate holder (Refer to Figure 4).
- Loosen the one allen screw in the impression cylinder.
- Slide the signature plate holder and impression cylinder left or right to correspond to the proper location on the document.

NOTE: Do not rotate the signature plate holder while sliding it left or right.

- Insure that the black rubber belt on the signature plate holder is in contact with the impression cylinder. Tighten the two allen head screws in the signature plate holder and the one set screw in the impression cylinder.
- Loosen the thumb screw on the ink roller and slide it to a position above the signature plate holder. Tighten the thumb screw.

NOTE: Insure that the thumb screw on the ink roller will not come in contact with the signature plate holder when the machine is operating.

- Close the top hood.

• Vertical Position

- Turn the Executive key to the setup position. Turn the Operator key to the "ON" position.
- Raise the top hood.
- Loosen the two allen screws in the signature plate holder.
- If the signature location on the document is too high, rotate the top of the signature plate holder towards the front of the machine. Only move the signature plate holder a short distance at a time. Tighten the set screws. Run a few sample forms and recheck the signature location. Repeat steps 3 and 4 if necessary.
- If the signature location on the document is too low, rotate the top of the signature plate holder toward the rear of the machine. Only move the signature plate holder a short distance at a time. Tighten the two allen head screws. Run a few sample forms and recheck the signature location. Repeat the adjustment if necessary.

NOTE: Before adjusting the vertical position of the signature, it is important that you orient the machine and place the starting form properly. This is described in Tractor Feed Adjustment section. Do not remove form while making the above adjustment. If form is removed, you must reorient and start over.

Operation

1. Insert and turn the Executive key to the desired form size.
2. Insert and turn the Operator key to the "ON" position.
3. "Ready To Run" light (red lamp) should illuminate.
4. Place forms on the tractor feed. See Tractor Adjustment Procedure section.
5. Verify the proper position of the signature by pressing the jog button until a few forms are processed. If necessary, readjust signature plate. See Adjustments section.
6. Record initial meter reading from the non-resettable (NR) counter in your Check Register. Depress the clear button on the resettable counter.
7. Depress the jog button to allow a few forms through the machine.
8. Push the start button. The machine will feed the forms and stop at the orientation position automatically when the last form is past tractors.
9. Record the final reading from the NR counter. Turn the Operator key to the "OFF" position and remove. Turn the Executive key to the "OFF" position and remove.

tion and remove.

10. The executive can remove the gold key at any time. This will still allow the documents to process; however the cover will remain locked, securing the signature plates.
11. After the last form has passed the tractor feed, your machine will continue to run until the form has been printed. The last form will remain in the machine. Remove the form by pulling it out from the rear of your machine.

Maintenance

1. Oil periodically with light machine oil:
 - Signature plate shaft bushings
 - Impression cylinder bushings
 - Tractor drive shaft bushings
 - Belt adjuster eccentric idler (under left cover)
 - Drive gears and bearings (under both covers)
2. Check the drive belt tension periodically (under the left cover).
3. Remove dust and foreign particles from inside the machine.
4. Clean signature plates as needed.

Part Numbers and Diagrams

Plate 1

Key	Part No.	Description
A	W-0008602	R.H. Mainframe
B	M-S001023	10-32 x 1/2 Pan Hd. Screw
C	M-0008543	Nylon Gear
D	W-0008624	R.H. Solenoid Bracket
E	W-0008654	Nylon Gear
F	M-S001145	10-32 x 3/4 Pan Hd. Screw
G	M-S033040	Micro-Switch
H	M-S003003	1/4-20 x 1/2 Cap Screw
I	M-S010022	Tru-Arc Retainer
J	W-0008622	Long Switch Bracket
K	M-S045018	Relay - 120V
L	W-0008625	Switch Bracket
M	M-S045017	Solenoid
N	M-S045016	Fuse Block
O	M-S045028	3 Amp Fuse - 120V
P	M-S033039	Terminal Block
Q	M-S001097	6-32 x 1/2 Screw

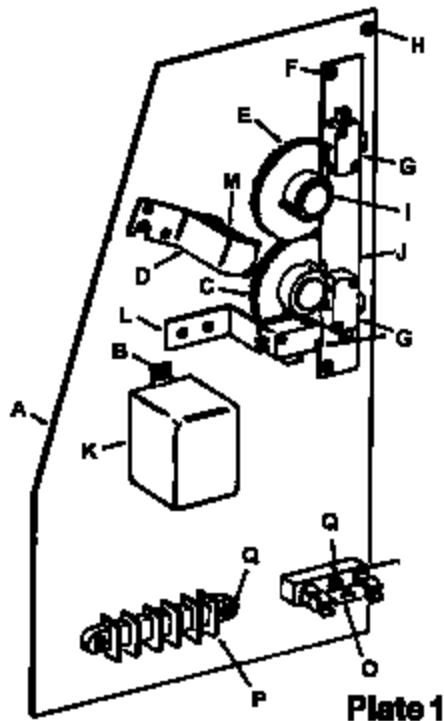


Plate 1

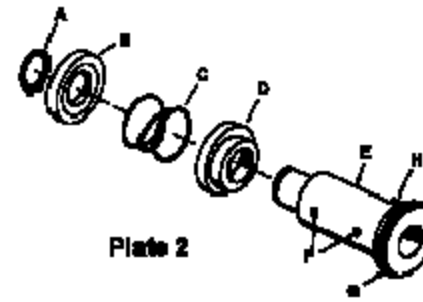


Plate 2

Plate 2

Key	Part No.	Description
A	M-S010013	Tru-Arc Retainer
B	M-0008617	Spring Retainer
C	M-0008538	Spring
D	M-0008611	Signature Plate Retainer
E	M-0008670	Signature Plate Holder
F	M-S002055	10-32 Set Screw
G	M-S023016	O-Ring
H	M-S018001	1/8 Roll Pin

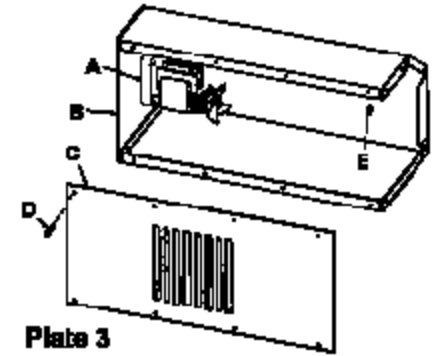


Plate 3

Plate 3

Key	Part No.	Description
A	M-S021024	Gear Motor - 120V
B	W-0008733	Bottom Shield
C	W-0008606	Base Panel
D	M-S004066	8 x 3/4 Tamper-Proof Screw
E	M-S035022	Bushing

Plate 4

Key	Part No.	Description
A	M-S033038	Hood Interlock Switch
B	M-S003003	1/4-20 x 1/2 Socket Cap Screw
C	W-0008616	Top Roller Shaft
D	M-S013039	Oilite Bearing
E	M-S022025	Timing Pulley
F	M-S025008	Timing Belt
G	M-S013040	Belt Idler
H	M-0008651	Eccentric
I	M-S010022	Tru-Arc Retainer
J	M-S001023	10-32 x 1/2 Pan Hd. Screw
K	M-S022024	Timing Pulley
L	M-S035006	Heyco Bushing
M	M-S022026	Timing Pulley
N	M-0008612	Solenoid Plunger
O	W-0008655	L.H. Solenoid Bracket
P	M-S008071	Nylon Washer
Q	M-S031066	Solenoid Spring

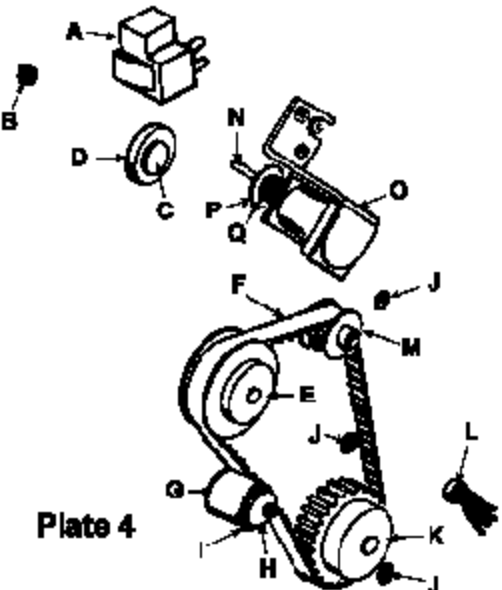


Plate 4