

1501X OPERATIONAL INSTRUCTIONS



Martin Yale

INDUSTRIES, INC.



Thank you for your purchase of the Martin Yale Industries, Inc. 1501X Autofolder. Upon receiving the machine, perform an inspection of all components received. If you suspect that the unit may have been damaged in transit, call the appropriate freight carrier immediately. If you have any additional questions, please contact Martin Yale Industries, Inc. Customer Service department at 260-563-0641.

Upon receiving the machine, verify that you have the following components:

- | | | |
|----|-------------------|-----------|
| 1. | First Fold Table | W-A001602 |
| 2. | Second Fold Table | W-A001604 |
| 3. | First Exit Tray | W-O001611 |
| 4. | Second Exit Tray | W-O001668 |
| 5. | Feed Table | W-A001669 |

1501X SPECIFICATIONS

PAPER WEIGHT: 16# - 24# BOND STOCK
MAXIMUM # OF SHEETS: THREE, HANDFED
MIN./ MAX WIDTH: 3 1/2" - 8 3/4"
MIN./ MAX LENGTH: 5" - 14"
MAX FEED LOAD: 200 SHEETS (20# BOND STOCK).
SPEED: 5,000 - 8,000 PER HOUR.
POWER CONSUMPTION: 24 VDC (1A)

UNIT IS PROTECTED BY A INTERNAL CIRCUIT BREAKER. SHOULD IT LOSE POWER FOR ANY REASON, TURN UNIT OFF FOR 60 SECONDS. IF POWER DOES NOT RETURN, CALL TECHNICAL SUPPORT AT MARTIN YALE IND., INC. AT 219-563-0641.

1501X OPERATIONAL INSTRUCTIONS

First step is to plug into wall outlet. Once plugged in, toggle the power switch and make sure there is power to the motor. If no power, check the following items:

1. Verify that the plug is functioning. This is most easily done by plugging in another device that you know to work.
2. Check electrical cord to machine for damage. Replace if necessary.
3. Call Martin Yale Industries, Inc. Technical Service Division at 219-563-0641.

FEED TABLE INSTALLATION

Picture 1

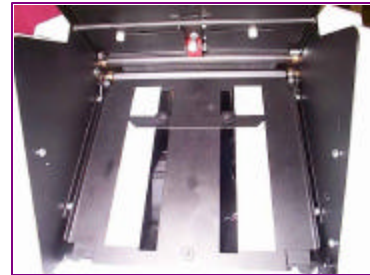


Feed Table
Support Pins.

Picture 2



Picture 3



The feed table is installed onto the machine so that a cutout area on the bottom of the table fits onto the pins in photo #1 on each side. **NOTE: THE BOLT ON THE BACK PIN CAN NOT BE ADJUSTED.** You should begin by getting the front edge of the table in between the side frames at the top of the machine. See photo #2.

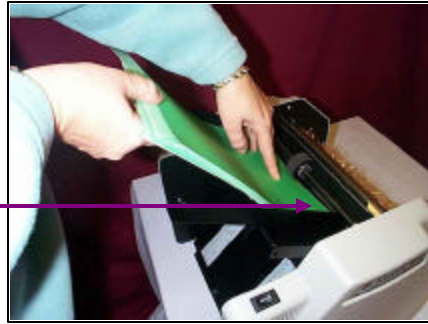
Once this is done you can begin bringing the table into the lower position as you align the front edge with the inner support pins. Once installed, look at the bottom of the feed table and verify that the support pins are aligned into the grooves of the table. Also, at this point the red wheel (retarder) should be in contact with the black feed tire. **NOTE: The retarder is adjusted at the factory and should not be adjusted until reading further into the directions. Also, when installing the table the red wheel will rub against the black wheel. This is normal and will not damage the unit.**

LOADING THE MACHINE- SINGLE SHEET APPLICATION

With proper adjustment the 1501X will do a continuous feed from a stack inserted into the feed table. In order to do this the paper must be reverse-fanned before placing onto the table (see photo on next page).

1501X OPERATIONAL INSTRUCTIONS

For proper feeding, the stack must be squared in between the paper guides, and the paper should be fanned so that the top sheet is closest to the black wheel and each sheet underneath is staggered backwards. When squaring the paper guides do not allow the guides to pinch the stock.



NOTE: Unit should be powered down to insert a new stack. If this is not done, it will cause the machine to jam multiple sheets.

SETTING THE FOLDS

In order to use the unit, you must first understand the different fold setups.

Single Fold

The first consideration is how to do a half fold as opposed to a tri-fold. In order to do this, the second folding table must be repositioned on its mounting post to disable it. (See photo below.)



First step in doing a half fold.

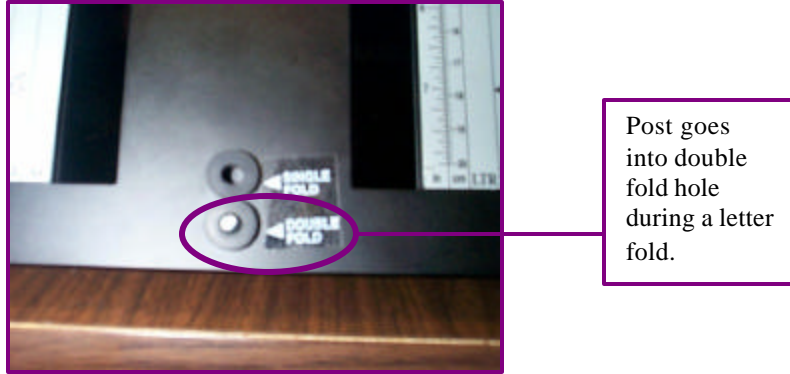
This is accomplished by pulling out on the bottom edge of the second folding table and lowering it slightly so that it is aligned with the rubber grommet that says 'single fold'. When resecuring the table onto the mounting post, make sure it is fully pressed into position. After this is performed, the second folding table will be disabled and the table underneath the feed tray needs to be set for the appropriate sheet size. This is typically going to be a half fold. There are icon markings on the ruler for A4, 8 ½ X 11 and 8 ½ X 14.

1501X OPERATIONAL INSTRUCTIONS

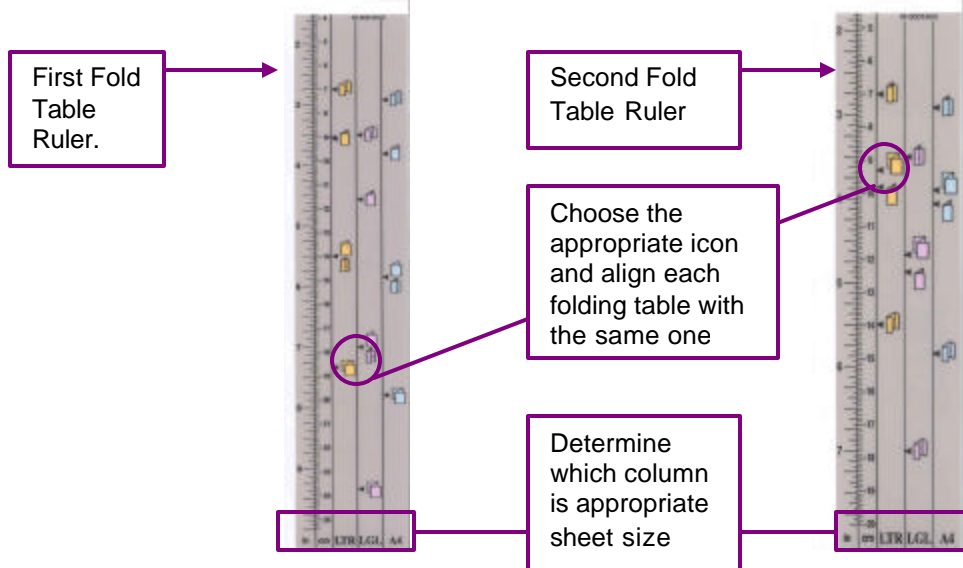
When adjusting the paper stop brackets on the fold tables, make sure that they are straight in alignment. Also, when tightening the knobs, be careful not to over tighten.

Double Fold

When there are two folds in the stock, like a typical letter fold, the second fold tables mounting post should be inserted into the 'double fold' opening. (See photo below.) Both fold tables should be adjusted, one on each side.



NOTE: When doing two folds, make sure that both folding tables are pointing to an identical icon. See below for fold table settings.



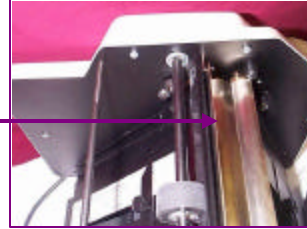
LOADING THE MACHINE- MULTIPLE PAGE SETS

Your unit is capable of folding up to three pieces of 24# bond stock at one time. This should be done by hand feeding one set at a time through the top of the

1501X OPERATIONAL INSTRUCTIONS

bonnet assembly. Once the set is inserted, use the momentary power switch to run it through.

Insert multiple
page sets
here.



NOTE: The machine should not be left running continuously in between sets. This will cause the machine to jam. If doing a large volume of sets remove the feed table from the machine to prevent premature feed tire wear.

NOTE: Your unit can run stapled sets, but they must be stapled parallel to the top edge, and in the center of the sheet.

MAINTENANCE

Clean the folding rollers of the machine once every 15 thousand folds. Do this by removing the spring loaded bonnet assembly. You will need a can of Rubber Roller Cleaner and a 3M Scotch-brite pad. Clean each roller thoroughly by rotating by hand to scrub each section. Use an old cloth to mop up any liquid residue that may be left over. Also, from time to time the feed tire of the unit may become soiled and need to be cleaned. In this case, soap and warm water would be ideal.

Should the machine become labored, apply one drop of lubrication to each of the units folding roller bushings. A light weight all purpose lubrication is recommended for this.

TROUBLESHOOTING

UNIT WILL NOT RUN:

Turn power to unit off for 60 seconds and try again. If still no power, verify a good plug in by plugging in another device. Also, in the power jack on the machine there is a metal spring clip. It is possible over a period of time that the clip could get bent and no longer make good contact. With an unfolded paper clip, bend the bracket outward to make sure it provides good contact. If there is still no power, call Martin Yale Industries, Inc. technical support at 219-563-0641.

1501X OPERATIONAL INSTRUCTIONS

WRINKLED FOLDS:

Clean rollers, make sure that you allow the stock time to cool (one hour). Do not place the machine on a metal table, and try to operate unit in a temperature controlled environment. If unit still wrinkles paper, call Martin Yale Industries, Inc. technical support at 219-563-0641.

PAPER WILL NOT FEED:

Make sure the paper guides are not pinching the stock. Monitor the feed tire for wear and tear. Replace if excessively worn. Allow the stock time to cool (one hour) after being duplicated.

NOTE: If stock has a slick finish, friction fed folders in general have difficulty feeding and folding this type of paper.

CROOKED FOLD:

Make sure that each of the paper stops are lined up straight, and stack is properly inserted. If due for a cleaning or if you suspect that some characteristic of your stock could cause rapid contamination, thoroughly clean the rollers of the unit. Always suspect dirty rollers when any fold machine starts giving fold offages under normal settings. Make sure there is no gappage in between the side edges of the stock and guides that hold it straight as it feeds into the unit.

SMUDGING:

Typically, there is nothing that can be done to a friction fed unit that will prevent this. Adjusting toner, inking or the amount of drying time are all good suggestions. This issue can be particularly tough on stocks that are printed on both sides.

JAMS:



The bonnet assembly can easily be removed in the event of a jam. Wiggling the component from side to side will allow it to dislodge.

Follow the below steps to clear a jam:

1. Remove the spring loaded bonnet assembly (shown above).

1501X OPERATIONAL INSTRUCTIONS

2. Manually rotate rollers by spinning the center rubber roller, and one of the rollers next to it together.



3. If necessary, remove each of the folding tables by disengaging off of mounting pin and lowering down until it separates.

This should provide you with all necessary info to operate the unit. If you have any further questions, please call the technical support division at Martin Yale Industries, Inc., we will be glad to assist you.