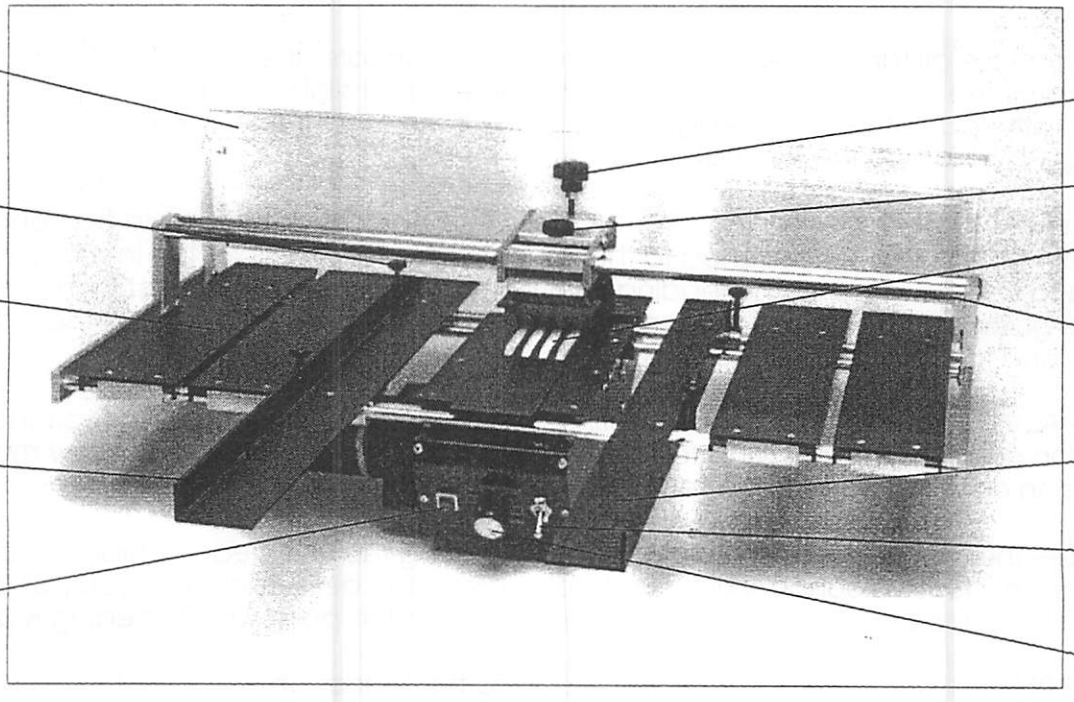
LEDCO INC.

POWER FEED TRAY INSTRUCTIONS

LEARNING CURVE—When first operating the unit, leave it off the laminator and run it on a tabletop with a ream of plain paper until you understand how the tension plate and fanning mechanism work. Put feed guides on the machine using the machine screws provided. Put on enough base sections to support the material to be fed. If it's not already in place, put the pressure plate assembly on the crossbar using the large thumbscrew and nut. When the unit is plugged in to a live outlet, the power indicator light will go on even if the feeder power switch is in the off position.



Even the edges on a small stack of paper and center it over the friction belts. Move the feed guides in flush on each side and make sure they are aligned at right angles to the laminating nip. Tighten the set knobs on the guides. Turn the feeder on. If the first piece of paper does not eject, increase tension on the pressure plate by turning the tension control knob clockwise. Gradually increase the speed of the feeder unit until you get the desired spacing between pieces.

If testing the feeder off the laminator, remember that in normal operation you will run the laminator a little faster than the feeder. This means sheets will come out of the feeder a little overlapped or with no space between sheets. The laminator will pull each sheet away from the following sheet to provide the spacing between items in the web.

To adjust the tension control knob, tighten it down until feeding stops or until it starts to squeal, then unscrew the tension knob just enough for quiet and regular feeding to resume.

You'll notice that the feeder will automatically fan the paper if you put in a squared stack. Once the unit is running, you can continue to add paper to the top of the stack without stopping the machine.

After you feel comfortable running the feeder by itself, put it on the laminator for some testing with scrap material.

ASSEMBLY & SETUP — Unplug the laminator and add the bottom supply roll extension brackets to the existing brackets. Put the power feed tray on the machine as you would the standard feed tray and plug in the power cord. Put on enough base sections to support the material to be laminated.

SPEED CONTROL — Until you learn what speed setting on the feeder matches a certain speed on your laminator, start the feeder slower and speed it up to get the desired spacing. Remember you will always want to start the laminator first. When setup and all adjustments have been made, you can speed up the laminator and then the feeder to match.

ALIGNMENT — Good alignment of the paper is needed so that the slitters can cut the plastic parallel to the edges of the sheets, and so that if an auto cutter is used, those cuts will be parallel to the leading and trailing edges.

Four factors affect the alignment of sheets within the web of laminate. First, the squareness of the material being laminated. Second, the evenness of the stack of material. Third, the aiming of the feed guides.

These three factors are all fairly evident. If the material is not square, there will be no way to slit and autocut it evenly. If the stack is not even, sheets will come out at slightly different angles and they will not be aligned with each other or the edge of the web. If the feed guides are aimed wrong, the sheets will not go in square to the laminating nip.

The fourth alignment factor is positioning over the belts. The stack of paper should be centered over the friction belts. If the paper is positioned to the left of center, for example, the leading edge of the sheets will tend to steer to the left. The leading right corner will go into the nip first in this case. Loosening the edge guide set screws and the tension plate assembly knob and moving the whole stack to the right will tend to correct this steering problem.

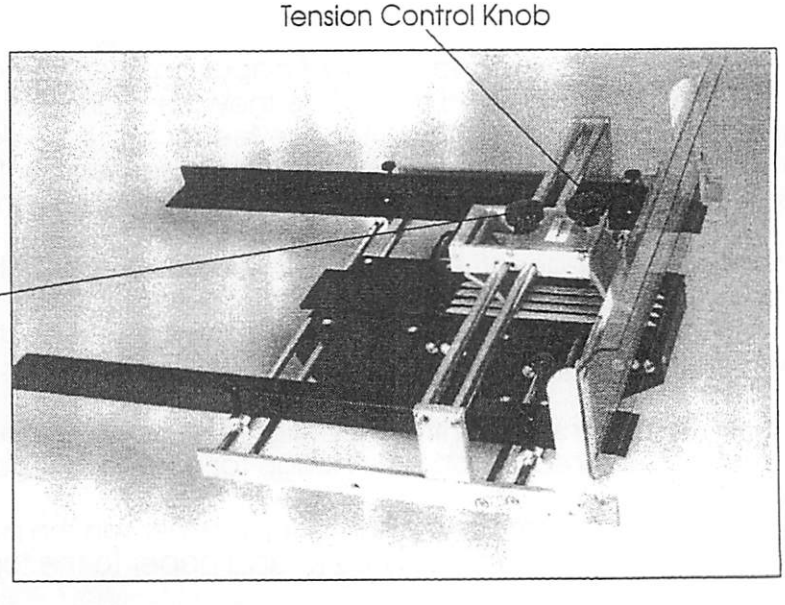
TENSIONING — As you can see from experimenting with plain paper with the feeder off the laminator, too much tension can stop the unit, and too little tension can stop the feeding or allow multiple feeds. The tension does not have to be set exactly for most applications.

MAINTENANCE — The only suggested maintenance is keeping the unit clean. Clean the belts daily with a rag dampened with alcohol. If usage is heavy, clean the belts each time you put on new rolls of film. The belts need to be replaced when they get worn to the point where feeding is affected.

REPLACING THE BELTS — Disconnect the power supply to the feeder and remove the feeder from the laminator. Following the steps listed will assist you in changing the belts in approximately 1/2 hour.

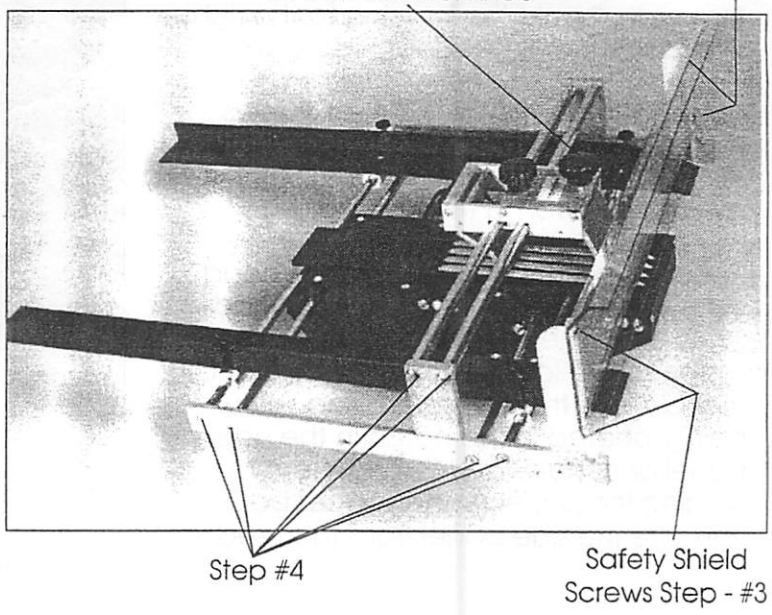
1. Remove the base sections from the feeder placing them out of the way to protect them from being scratched or damaged.

2. Remove the pressure plate assembly from the feeder by unscrewing the large positioning thumbscrew on top.

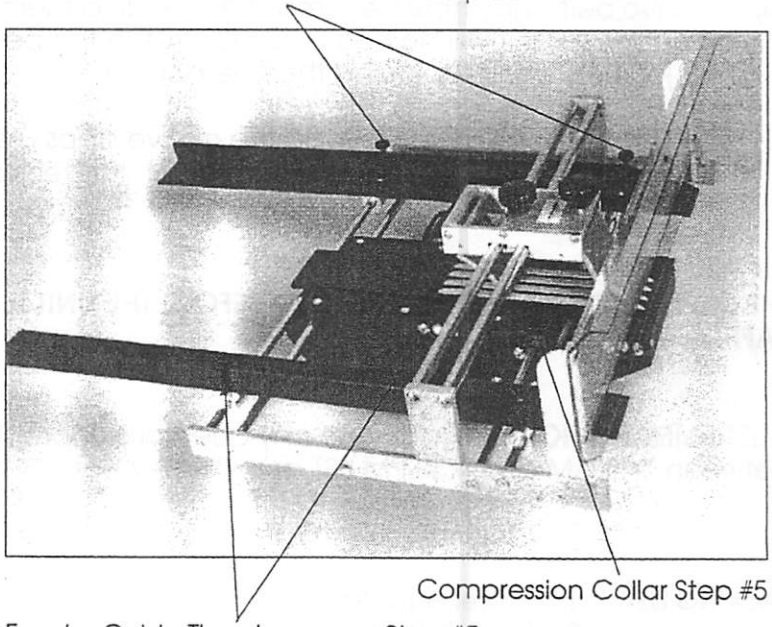


3. Remove the safety shield from the front of the feed unit. This is done by removing the four 8-32 X 1/4 truss head fasteners. (Note: when removing the fasteners and parts from the feeder be sure to keep them together to avoid delays in reassembly.)

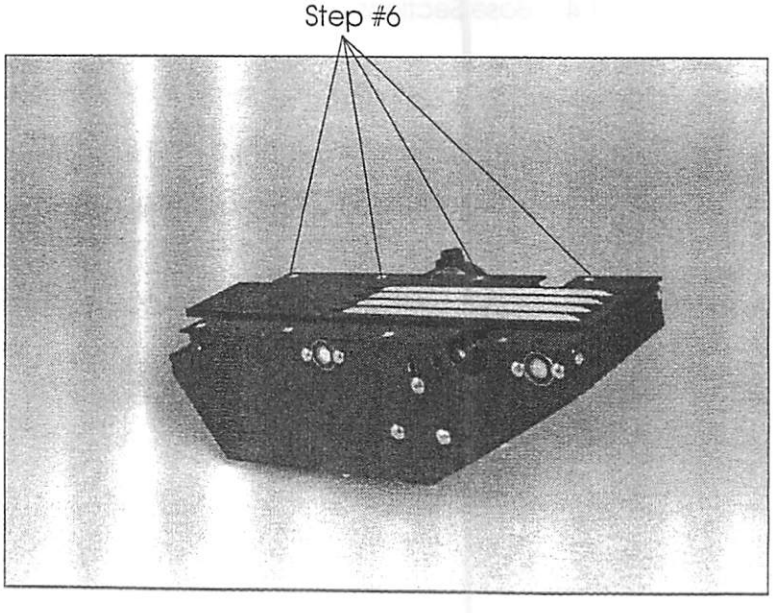
4. Turn the feeder so that the right side of the feeder (the side opposite the motor) is facing you. Remove the two 10-32 X 3/4 truss head screws and the four 10-32 X 1/2 flat head screws from the unit. This will allow the feeder side bracket, retarder mounting bracket, and safety shield bracket to be removed as a unit.



5. Loosen the two thumbscrews on the feeder guide and slide complete assembly off end of feeder shafts. Loosen the compression collar located next to the feeder and remove. The feed unit can now be removed from the table assembly.



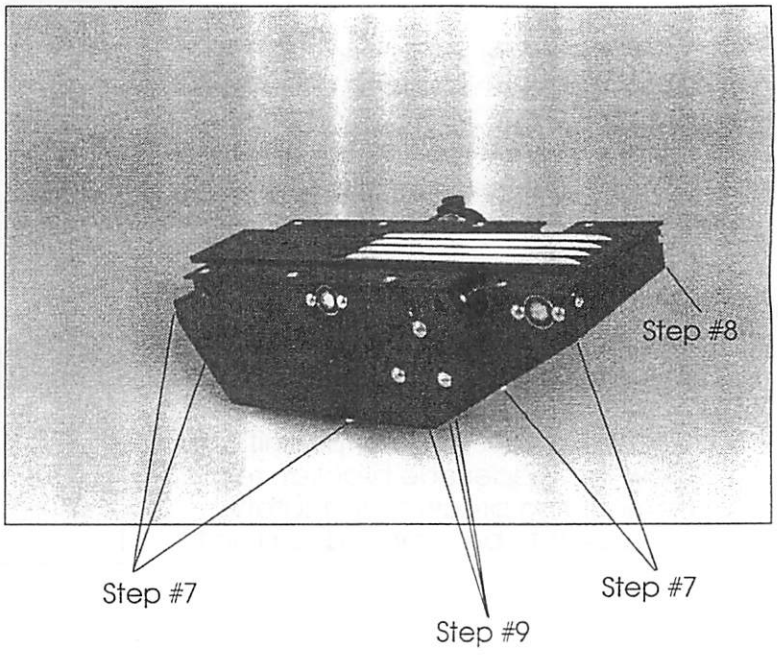
6. Remove the eight 6-32 x 3/8 flat head screws from the feeder cover and lift the cover off the unit.



7. Remove the five 6-32 x 3/16 round head screws that hold the housing to the right side panel of the feeder.

8. Loosen the two 10-32 x 3/4 set screws located on the top of the feeder so that the idler roll shaft may be raised to the top of the notch in the side panels.

9. Remove the two 10-32 x 3/4 truss head screws and one 10-32 x 1/4 truss head screw from the side of the feeder. These fasteners are located in the shape of a triangle with the 1/4" truss head screw being located in the notch in the side panel and the two 3/4" screws are holding the panel to the spacer bar. Remove the side panel from the feeder.



10. The drive belts may now be removed by sliding them off the shafts, and the new belts can be installed. (Note: it will be necessary to stretch the belts by pulling on the front roller to line up shaft journals when replacing the side panel.)

11. To reassemble unit simply reverse the above steps used in the disassembly. When retightening the two set screws mentioned in step eight, the tension must be even to keep equal tension in each belt.