

# **OPERATION INSTRUCTIONS**

## **SM-330**

### **1 IMPORTANT SAFEGUARDS**

When using electrical appliances, basic precautions should always be followed to reduce the risk of electric shock and injury to people, including the following:

1. Read all instructions.
2. Always unplug the appliance when not in use or before cleaning.
3. Do not use outdoors.
4. Extreme caution should be taken when the appliance is used by or near children or invalids.
5. To protect against risk of electrical hazards, do not immerse cord, plugs, or appliances in water or other liquids.
6. Do not operate the appliance with a damaged cord or plug, or after the appliance malfunctions, has been dropped or is damaged in any manner. Return appliance to the nearest authorized service facility for examination, repair, or adjustment.
7. Do not use accessory attachments not recommended or sold by the appliance manufacturer.
8. Do not let cord hang over edge of counter, or touch hot surfaces.
9. Do not use the appliance for other than intended use. This appliance is intended for Office or Household use only.

### **2 LOCATION**

Please remove the laminator carefully from the transit packaging, place the machine on a flat work surface. Locate the machine in the area where it will normally be used ensuring adequate room for the finished laminate to feed out at the back.

### **3 HOW TO USE**

1. Plug into the nearest AC outlet.
2. Turn on the machine and then determine the temperature setting for the pouch by turning the "TEMP SET" knob. The table below provides settings:

POUCH THICKNESS	Recommend Temperature Setting	
	Without Carrier	With Carrier
3 Mil (80 Micron)	1	3
5 Mil (125 Micron)	2	4
7 Mil (175 Micron)	3	5
10 Mil (250 Micron)	3-4	6

3. When the machine temperature reaches the one you have set, the ready light (GREEN) will glow. You can start laminating your documents or photos.
4. If a jam occurs while processing your documents, you can release the documents from the machine by pushing the "REVERSE" key.
5. When you finish the laminating job, turn the temperature setting knob back to the "#0" first.

Note: To protect the heated rollers, we recommend turning off the machine 10 min. after the rollers have cooling down.

Note: The maximum width this machine can laminate is about 13"(330mm) and the minimum length this machine can laminate is about 2" (50mm).

## **4 CARE AND CLEANING**

1. This appliance is for Office or Household use only. Any servicing, other than cleaning and user maintenance, should be performed by an authorized service representative.
2. Do not immerse in water.
3. To reduce the risk of fire or electric shock, do not remove the base. No user serviceable parts inside.
  - Keep your hands and cord away from hot parts of the appliance during operation.
  - Never clean with scouring powders or hand implements.
  - Wipe clean with a soft cloth.