



# **Roll Laminator Operating Manual**

## **TCC1400i**

# OPERATING INSTRUCTIONS

## TCC1400i

### **1** IMPORTANT SAFEGUARDS

When using electrical machines, 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 machine when not in use or before cleaning.
3. Do not use outdoors.
4. Extreme caution should be taken when the machine is used by or near children or disabled persons.
5. To protect against risk of electrical hazards, do not immerse cord, plugs, or the whole machine in water or other liquids.
6. Do not operate the machine with a damaged cord or plug, or after the machine malfunctions, has been dropped or is damaged in any manner. Return the machine to the nearest authorized service facility for examination, repair, or adjustment.
7. Do not use accessory attachments not recommended or sold by the machine's manufacturer.
8. Do not let the cord touch hot surfaces or hang over the edge of the work table.
9. Do not use the machine for other than its intended use. This machine is intended for Office or Household use only.
10. The socket outlet shall be near the machine and shall be easily accessible.
11. Keep fingers and body parts away from all moving parts.

### **2** LOCATION

Please remove the laminator carefully from its packaging and place it on a flat work surface. Place the machine in an area where it will normally be used, ensuring adequate room for the finished laminate to flow or slide out at the back.

### 3 HOW TO USE

#### A. LAMINATING FUNCTION

##### LOADING THE FILM

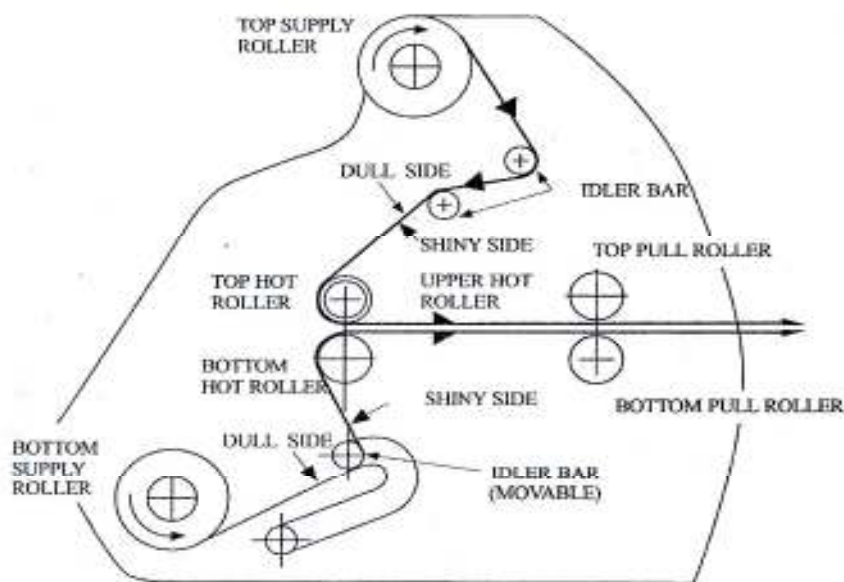
Unpack the upper and lower rods. Remove the feed tray. Slide the roll film onto the rods, leaving equal lengths of rod out of each end. Use the guide marks to position the roll of film. Load the rods on the laminator. **Note: you cannot interchange the upper and lower rods.**

##### THREADING THE FILM

Read the threading card supplied with each roll of film carefully. Do not mistake the stabilizer bar for the idler roller.

1. To thread the film through the "hot rollers" & "pull rollers", please pull the handle to the "UP" position to separate upper & lower hot rollers. User can slide down the lower idler bar along the slot for easier installation.
2. Thread the film by the rollers and make sure the film is perfectly aligned at the top and bottom  
**Note: Overlap will cause the top film to deposit adhesive on the hot rollers and pull rollers, so this procedure is critical.**
3. Make sure the film is correctly threaded based on the threading guide. A threading diagram is also located on the right side panel of the machine.

##### THREADING DIAGRAM





## ADJUSTING THE FILM TENSION

The top and bottom supply rolls should have about the same tension. By turning the top roll with one hand and the bottom roll with the other, it can be determined if one of the rolls is tighter than the other. Also, if the tension is not equal between the top and bottom rolls, the laminated product will curl. If it curls up when it comes out of the machine, the top roll is likely tighter than the bottom. If it curls down, the bottom roll is likely tighter. To increase tension, turn the adjusting knob clockwise. To decrease tension, turn the knob counter clockwise. Even tension on the top and bottom rolls ensures flat lamination.

## ADJUSTING THE TEMPERATURE & SPEED

1. After turning on the power switch, the digital screen display will show the previous temperature and speed setting. Please adjust the temperature to the recommended setting based on the thickness of film being used by pressing the "TEMP/SET" " $\wedge$ " or " $\sim$ " arrow keys. Said recommendations are found in front of the machine's left side panel. The lowest thermal temperature this machine can be set is 90°C (194°F). The digital screen display will beep showing the set temperature for 3 seconds before showing the actual machine temperature.
2. Once the temperature is set, press the "HOT" key to start the heating process and the heater light will turn on.
3. The machine will start beeping once it reaches 80°C (176°F) for at least 3 minutes. This is to alert the user that the motor will reset itself to "0" before going to speed "1" at 90°C (194°F). The beeping will stop as soon as the operator presses any of the "TEMP/SET" " $\wedge$ " or " $\sim$ " arrow keys.

**Note: If the machine is left unattended upon reaching 80°C (176°F) and the "TEMP/SET" " $\wedge$ " or " $\sim$ " arrow key is not pressed, the motor will not turn on and the temperature will start dropping in approximately 3 minutes.**

4. Once the set temperature is achieved and the roller temperature is stabilized, the machine will start beeping again and the ready light will turn on. Once the ready light stays on, you can set the recommended speed.
5. Press the "MOTOR" " $\wedge$ " or " $\sim$ " arrow keys to set the motor speed. The following table gives some common temperature/speed setting for typical uses.

Film Thickness		Temperature	Speed
1.5 Mil (38 Micron)	Normal	120°C (248°F)	4
1.5 Mil (38 Micron)	Max. Output	135°C (275°F)	9
3 Mil (75 Micron)	Normal	120°C (248°F)	3
3 Mil (75 Micron)	Max. Output	130°C (266°F)	8
5 Mil (125 Micron)		135°C (275°F)	3
10 Mil (250 Micron)		140°C (284°F)	2

## **LAMINATING PROCEDURES**

1. Push the handle to the "DOWN" position to engage the rollers and make sure the Run/Stop switch is in "STOP" position. To start laminating, put the Run/Stop switch on "RUN" position.
2. To put the lamination temporarily on hold without turning off the machine, user can turn the motor control switch to "STOP" position. This will cause the motor to stop running and the film will stop feeding.
3. To resume the lamination job, turn the switch to the "RUN" position again.

## **B. TEMPERATURE CONVERSION**

This machine can display temperatures in either Celsius or Fahrenheit. To change to either one, simply press and hold the "TEMP/SET" arrow keys simultaneously.

## **C. GUIDE PLATES**

This machine is equipped with guide plates on the left and right sides of the feed tray for proper alignment of materials to be laminated.

## **D. REVERSE FUNCTION**

The machine is equipped with a reverse function. By pressing the "REVERSE" key, the machine will release the documents out from the front of the machine to prevent any jam or damage.

## **E. FILM SLITTER**

This machine is equipped with a safety film slitter in the back of the machine for trimming film in between sheets of laminated material. Simply slide the cutting edge across the film to remove the finished material.

## **4 TURNING OFF THE LAMINATOR**

Upon completion of the laminating job, please press the "COLD" key to turn off the heat and make sure the Stop/Run Switch is on "STOP" position. We recommend turning off the machine only after the roller temperature is lower than 80°C (176°F) to protect the heated rollers.

In case you need to turn the machine off while the roller temperature is higher than 80°C (176°F), make sure the rollers are disengaged with the handle in the "UP" position before turning off the power switch.

## **5 CARE AND CLEANING**

This machine is for Office or Household use only. Any servicing, other than cleaning and user maintenance, should be performed by an authorized service representative.

1. Do not immerse in water.
2. To reduce the risk of fire or electric shock, do not remove the machine's 4 rubber foot pads.
3. Keep your hands and cord away from hot parts of the machine during operation.
4. Never clean with scouring powders or hand implements.
5. Wipe clean with a soft cloth.

## **6 WARRANTY**

This machine is guaranteed against defects in materials and workmanship by the Manufacturer for a period of one (1) year from the date of original purchase from an authorized Distributor.

This guarantee covers all defects incurred in the normal use of the equipment, except in the following cases:

1. Loss or damage to the equipment due to improper operation, abuse, mishandling, or failure to follow the operation instructions;
2. Removal or alteration of the serial number;
3. The machine being serviced or modified by anyone other than a certified and authorized technician.

When returning the equipment for warranty claims and/or repairs, simply arrange for a return authorization number with your dealer and send the machine back in its original packaging with a copy of the original receipt or invoice to show proof of date of purchase. Returning the machine in its original packaging for warranty claims is crucial to avoid incidental or consequential damages that may not be claimable which would then void the warranty.

This warranty expresses the entire obligation of the Manufacturer. Unless prohibited by law, neither this warranty nor any other warranty expressed or implied, including implied warranties of merchantability, shall extend this warranty period. Again, no responsibility is assured for incidental or consequential damages.

This warranty is valid only within the United States, or its provinces and territories.