



## **INSTRUCTION-DIE SET UP**

***MAKE CERTAIN POWER IS OFF BEFORE REMOVING ANY GUARDS OR SCREENS FOR RE-ADJUSTMENT OR MAINTENANCE TO THE MACHINE. FOLLOW LOCK OUT/TAG OUT PROCEDURES. WHEN THE MAINTENANCE IS COMPLETE, RE-INSTALL THE GUARDS AND SCREENS. THEN AND ONLY THEN, SHOULD THE MACHINE HAVE THE POWER TURNED BACK ON.***

### **SETTING THE BOLSTER PLATE AND ALIGNING THE PUNCHES**

1. PLACE PUNCH HOLDER ON THE PLUNGER WITHOUT THE PUNCHES. CONNECT THE ELECTRICAL WIRES. BOLT PUNCH HOLDER IN PLACE.
2. PLACE SPRING BOX ON THE END OF THE CYLINDER. THEN INSERT THE SPRINGS, PAD DIES & ANVIL. MANUALLY CYCLE MACHINE TO EXTEND SPRING BOX ALL THE WAY OUT.
3. NOW PLACE THE BOLSTER PLATE ON THE 4 THREADED RODS AND MOVE IT UP TO THE ANVIL SO IT IS TOUCHING THE ANVIL, USE CAUTION NOT TO DAMAGE THE DELICATE CUTTING RINGS.
4. PLACE A WORK TABLE IN FRONT OF & BELOW THE BOLSTER PLATE & CAREFULLY REMOVE THE EXTENTION TUBES & REST ON THE TABLE. ADJUST THE POSITION OF THE BOLSTER PLATE USING THE 4 SET SCREWS IN THE TOP TWO CORNERS OF THE BOLSTER PLATE. LOOK THROUGH THE DIES AND ALIGN UNTIL THE 2 ALUMINUM PUNCH ALIGNMENT RODS SLIDE THROUGH THE DIES AND ONTO THE PUNCH HOLDER RODS FREELY.
5. BRING THE LARGE NUTS, FRONT & BACK, ON THE 4 THREADED RODS SNUG UP TO THE BOLSTER PLATE. REMOVE THE ALIGNMENT RODS. MANUALLY CYCLE THE MACHINE TO MOVE THE ANVIL BACK OUT OF THE WAY. TURN ON THE DIE HEAT ONLY TO 300 DEGREES AND WAIT UNTIL IT IS UP TO TEMP.
6. NOW MANUALLY RUN THE ANVIL & DIE HOLDER BACK UP TO THE BOLSTER PLATE AND CHECK ALIGNMENT WITH THE ALIGNMENT RODS AGAIN NOW THAT WE ARE UP TO TEMP. ADJUST IF NEEDED. ONCE ALIGNED MANUALLY RUN THE ANVIL BACK OUT OF THE WAY AGAIN.
7. NOW TURN THE OUTSIDE NUTS APX 2 FLATS IN. (MOVE THE BACK NUTS FIRST IF NECESSARY, THEN BRING THEM BACK SNUG) AT THIS POINT YOU MUST USE INSIDE MICROMETERS TO MEASURE THE DISTANCE BETWEEN THE BOLSTER PLATE & THE FACE OF THE HEAD. MEASURE THE 4 CORNERS AND ADJUST UNTIL THE DISTANCE IS WITH IN .005" OF EACHOTHER. TIGHTEN THE NUTS TO HOLD IN PLACE.

## **FLOATING THE PUNCHES**

10. BRING THE PAPER DOWN THROUGH THE DIE AND MANUALLY CYCLE TO MAKE A CUT. INSURE THAT YOU HAVE A CLEAN CUT ON ALL CUTTING RINGS. NOW CYCLE THE PUNCH HOLDER BACK INTO THE DIE. SLIDE THE PUNCHES THROUGH THE DIES AND AFIX WITH SUPPLIED WASHER & SCREW. ONLY SNUG, DO NOT TIGHTEN AT THIS POINT.

11. MANUALLY CYCLE TO RETRACT PUNCHES AND NOW BRING PAPER DOWN AGAIN & MANUALLY CYCLE LEAVING THE PUNCHES IN THE DIES.

12. WITH A RAZOR KNIFE CIT THE A HOLE IN THE BOTTOM OF THE CUPS & TIGHTEN THE SCREW. CAREFULL NOT TO OVER TIGHTEN OR BREAK THE SCREW. IT DOES NOT TAKE A LOT OF PRESSURE TO KEEP THE PUNCH IN PLACE AT THIS POINT.

## **FINISHING THE PROCESS**

13. REMOVE THE SET OF CUPS WITH THE HOLES IN THE BOTTOM. SAVE THESE FOR NEXT TIME YOU HAVE TO FLOAT THE PUNCHES.

14. NOW MANUALLY CYCLE THE PUNCHES BACK, PULL THE PAPER DOWN AGAIN & MANUALLY CYCLE TO MAKE ANOTHER SET OF CUPS. PULL THE CUPS OUT & INSPECT TO MAKE SURE THEY ARE ACCEPTABLE.

15. .RE-ASSEMBLE THE HEAT TUBES TO THE DIES & TURN ON THE HEAT TO 300 DEGREES OR WHAT EVER HEAT YOU NEED IF THIS IS A REPEAT.

16. ONCE UP TO TEMP YOU ARE READY TO RUN THE MACHINE UNDER POWER. YOU WILL NEED TO TWEAK AND ADJUST MACHINE SPEED, PAPER FEED, PAPER PUSHER, HEAT TO GET THE DESIRED RESULT.

17. RECORD YOUR SETTING OR STORE IN MEMORY IF YOU HAVE THE LATEST CONTROL & SOFTWARE.