

# ***Sterling Looper Semi- Automatic Twin-Loop Wire Binding Machine***

Instruction Manual



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# Sterling® Looper

## Operator's Training Manual

Issue 1 October 2015



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**This manual contains very important safety information and must be read!**

# Looper Operators Training Manual

## Issue 1 October 2015

The Looper will greatly increase productivity by use of a Wire-O dispensing device which will automatically dispense a wire during the closing process. The wire is loaded into the machine preloaded on cardboard strips which holds around 20 pieces at a time. This reduces the handling, tangling as well as increasing productivity. It makes use of a sophisticated adjustable wire hanger which helps the operator during the insertion process. After the book is loaded onto the Wire-O, the operator removes the book from the wire holder and places it into the closing bar area. By pressing the foot pedal, the wire will be closed into the book as a new wire is released from the dispensing device. An in-depth look at set up procedures is necessary to achieve maximum results follows.

### ***1. Important Safety Notice!***

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Make sure you read this section very carefully! Learn to recognize this **Safety Alert Symbol**. The Looper has been designed to provide a very high level of protection to an operator. Follow the guidelines below while installing, operating and maintaining your machine.



Always replace fuses or circuit breakers with the correct amperage and type.



If the machine cycles erratically, call dealer immediately for service.



Never bypass Safety devices.



Turn power switch off before performing maintenance.

## 2. Placing the Looper in the Proper Location

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Locate a clear work area 37" wide x 31" deep with a duplex outlet within 5 feet of the machine that provides a 125vac / 15-amp service (230vac / 16-amp European) which is protected by the customer's circuit breaker box. The work area must be a solid and firm with a flat level surface.

## 3. Preparing the Looper for Use

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### **Some items may be packed inside waste drawer!**

Remove the machine from the crate by lifting it off the platform with the handles located on each side of the machine. The machine weighs 154 pounds so two people are required.



Figure 1



Figure 2

If the optional stand has been purchased, then place the machine on the stand. If not, purchase a suitable table which can hold at least 200 pounds. Figure 1

Plug one end of power cord into the machine socket located on the lower right side next to the main On / Off switch. The other end can be plugged into a suitable wall outlet. Also plug in the foot pedal which is also located in the same location. Figure 2

## 4. Turning on the Looper

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Push the main power switch to the "I" position which will turn on the machine and illuminate the switch. This switch is located on the lower right side when facing the front of the machine. The main fuse is also located within this switch housing. For some reason if the machine is plugged in and the switch does not illuminate when in the on position, this fuse should be checked.

Figure 3

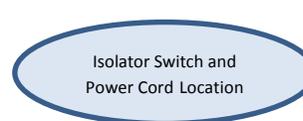


Figure 3

## 5. *Installing the Side Tables and Waste Drawer*

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Figure 4

Install both side tables by placing them on the handles located on each side of the machine. They are held in place under their own weight. The waste drawer is attached by two hangers located on the back of the machine. If the waste drawer adds too much depth to the machine then you can remove the drawer and move it closer to the wall. Either a bag or empty box placed on the floor will catch the waste. Figure 4

## 6. *Placing the Preloaded Wire-O on Strips into the Wire Holder*

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**Note:** You will need to move the blue wire holder up out of the way before setting up for a new size Wire-O. Pull both spring loaded handles out from both sides of machine and bring the blue wire holder all the way up away from the clear plastic guide. This needs to be all the way up to perform the next adjustment. Figure 5



Figure 5

## 7. Adjusting the Wire-O Holder

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- a. **Wire-O Plate Strip Adjustment:** Adjust the three plates so the slots of each plate line up with each cardboard strip. These plates are moved easily with your fingers. Make sure the strips are in the middle of each slot. Figure 6



Figure 6

- b. **Wire-O Gap Adjustment:** Pull both handles out away from machine and move the blue wire holder down until it just touches the loaded wire. Leave about 1/16" to 1/8" gap between the wire and blue guide. Figure 7



Figure 7

- c. **Wire-O Holder Pusher Adjustment:** The Wire-O pusher is used to push each individual wire from the machine and drop it onto the wire holder. The pusher can be turned off or on using the lever on the left side of the machine. If it is turned off, the machines closing bar will still function but not the dispenser. Loosen the locking knob on the left side of the machine and turn the knob on the right side of the machine so that the 0 mark is lined up with the wire size being used. Figure 8

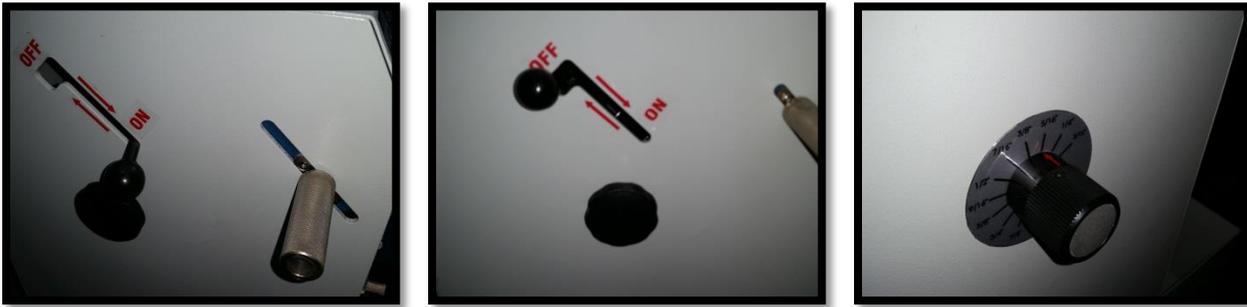


Figure 8

- d. **Wire-O Hanger Adjustment:** There are two settings for the wire holder. You can move it laterally to the left or right for 3-1 or 2-1 sizes. It also is adjustable in and out to stabilize the wire as the book is being loaded. Figure 9



Figure 9

## 8. Closing Bar Adjustment

The closing bar has several adjustments which need to be made to achieve a quality close. There is a height adjustment as well as a skew adjustment in case one side is closing more than the other side. There also is a built in safety system which will stop and reverse the motor if someone should have their hand or finger on top of the book.

- a. **Closing Bar Height Adjustment:** Turn the hand wheel until the indicator matches the correct wire size being closed. Figure 10

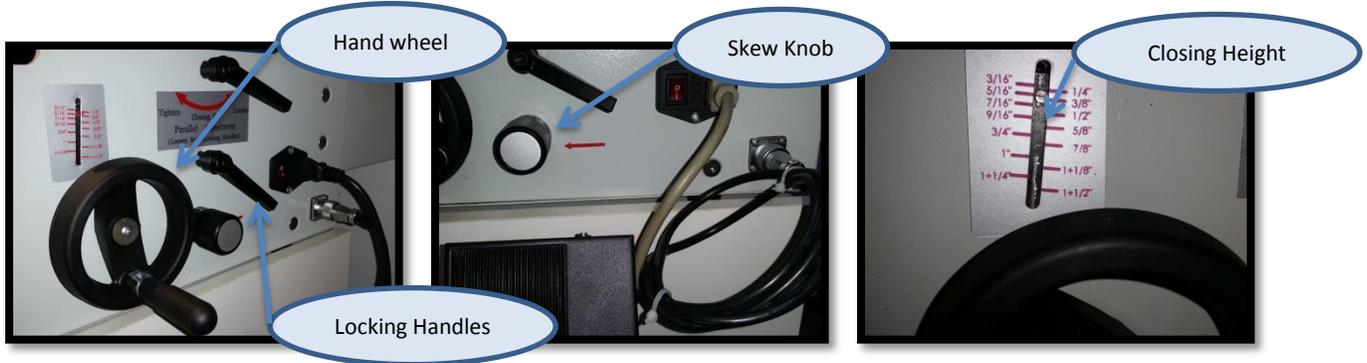


Figure 10

- b. **Closing Bar Skew Adjustment:** If the wire is closed more on one side compared to the other side, this can be adjusted by turning the knob located next to the hand wheel. You will first have to loosen both locking handles before the knob is moved. Figure 10

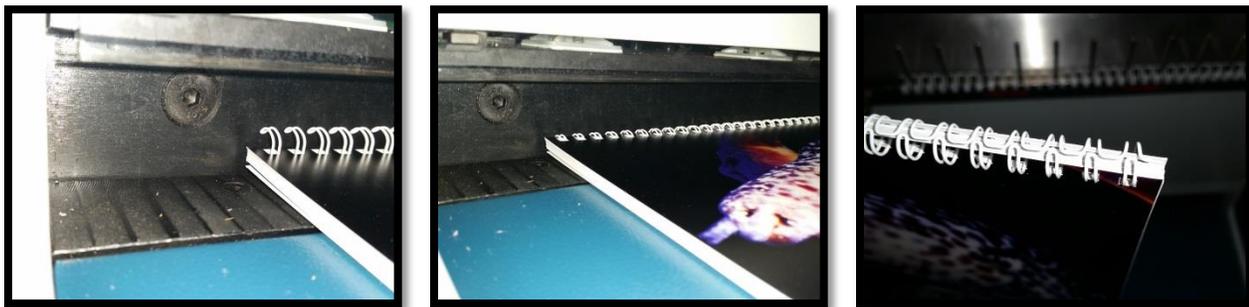


Figure 11

- c. **Book Placement Prior to Closing:** After the book is removed from the wire-o hanger and then placed into the closing mechanism. Make sure the book is all the way against the backstop before pressing the foot pedal. The book will move toward you as it closes which is normal. Figure 11

- d. **Closing Bar Safety System:** There is a built in safety system located just under the closing bar which prevents the bar coming all the way down if the book is either too thick for the setting of the wire size or if some ones finger or hand was on top of the book. Figure 12



***Do not operate this machine if the safety device is not working!***

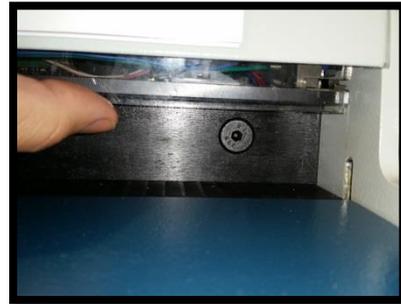


Figure 12

### 9. Wire-O Size Parameters

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The following sizes can be closed on the Looper:

- 3-1 Wire-O sizes:** 3-1 on cardboard strips are common from 3/16" to 9/16"
- 2-1 Wire-O sizes:** 2-1 on cardboard strips are not common and will have to be specially ordered. The Wire-O dispenser can only hold up to 1" Wire-O. You can still close the 2-1 sizes by utilizing the wire hanger for easy loading.
- Closing Size:** The closing bar height can be adjusted up to 1-1/2" Wire-O size.
- Book Size:** Books up to 14" wide can be closed as well as dispensed.

## 10. Troubleshooting

Problem	Cause	Solution
Machine does not turn on when main power switch is in its on position and not illuminated.	<ol style="list-style-type: none"> <li>1) Power cord not plugged in or power outlet not working.</li> <li>2) Blown Fuse.</li> </ol>	<ol style="list-style-type: none"> <li>1) Make sure power cord is plugged into to the machine with voltage present at outlet.</li> <li>2) Replace fuse with correct voltage and type.</li> </ol>
The preloaded Wire-O does not fall down into holder.	<ol style="list-style-type: none"> <li>1) Holder too tight against wire.</li> </ol>	<ol style="list-style-type: none"> <li>1) Move blue wire holder away from wire.</li> </ol>
Wire-O strips do not line up with slots in metal plates.	<ol style="list-style-type: none"> <li>1) Plates not set in line with wire cardboard strips.</li> </ol>	<ol style="list-style-type: none"> <li>1) Move metal plates so cardboard strips line up with each slot.</li> </ol>
Wire-O doesn't push out and fall into wire hanger.	<ol style="list-style-type: none"> <li>1) Pusher not set correctly.</li> <li>2) Pusher knob set to the off position.</li> </ol>	<ol style="list-style-type: none"> <li>1) Adjust Wire-O pusher knob so wire pushes and drops freely onto wire hanger.</li> <li>2) Make sure pusher knob is set to the on position.</li> </ol>
The Wire-O does not rest on wire hanger correctly.	<ol style="list-style-type: none"> <li>1) Wire hanger is either too far in or not out enough.</li> <li>2) Lateral adjustment not set correctly.</li> </ol>	<ol style="list-style-type: none"> <li>1) Move the wire hanger out enough to support the Wire-O but not too far so there is not enough room to load the thickness of the book.</li> <li>2) Set the wire hanger to the correct position; 3-1 or 2-1.</li> </ol>
Wire-O closes too tight or not tight enough.	<ol style="list-style-type: none"> <li>1) Hand wheel setting is not set to the correct size.</li> </ol>	<ol style="list-style-type: none"> <li>1) This setting may have to be moved from the exact Wire-O size marks. The marks are for reference only.</li> </ol>
Wire-O closes tighter on one end compared to opposite end.	<ol style="list-style-type: none"> <li>1) Skew adjustment not set correctly.</li> </ol>	<ol style="list-style-type: none"> <li>1) Set Skew adjustment so both ends of Wire-O closes the same.</li> </ol>
Closing bar stops halfway down or not in correct position.	<ol style="list-style-type: none"> <li>1) Book too thick for Wire-O setting.</li> <li>2) Safety guard is stuck in the up position.</li> </ol>	<ol style="list-style-type: none"> <li>1) Make sure the closing bar isn't set too low for wire size being closed.</li> <li>2) Turn off main power switch and check to make sure safety guard moves up and down freely.</li> </ol>

