

Martin Yale 1501X AutoFolder Paper Folding Machine

Instruction Manual



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1501X OPERATIONAL INSTRUCTIONS



Thank you for your purchase of the Martin Yale Industries, Inc. 1501X Autofolder. Upon receiving the machine, perform an inspection of all components received. If you suspect that the unit may have been damaged in transit, call the appropriate freight carrier immediately. If you have any additional questions, please contact Martin Yale Industries, Inc. Customer Service department at 260-563-0641.

Upon receiving the machine, verify that you have the following components:

- | | | |
|----|---------------------|-----------|
| 1. | First Fold Table | W-A001602 |
| 2. | Second Fold Table | W-A001604 |
| 3. | L Shaped Catch Tray | W-O001611 |
| 4. | 24 VDC Adapter | M-S045198 |
| 5. | Extension Table | W-O001606 |
| 6. | Feed Table Wedge | M-O001661 |

1501X SPECIFICATIONS

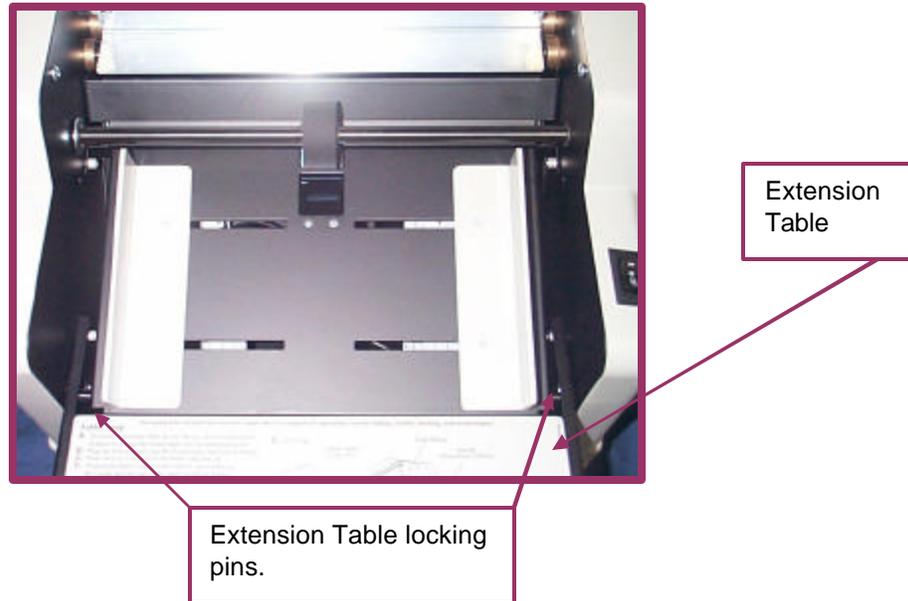
PAPER WEIGHT: 16# - 24# BOND STOCK
MIN./ MAX WIDTH: 3 1/2" – 8 3/4"
MIN./ MAX LENGTH: 5" – 14"
MAX FEED LOAD: 250 SHEETS (20# BOND STOCK).
SPEED: 5,000 – 8,000 PER HOUR.
POWER CONSUMPTION: 24 VDC (1A)

UNIT IS PROTECTED BY A PTC STYLE CIRCUIT BREAKER. SHOULD IT LOSE POWER FOR ANY REASON, TURN UNIT OFF FOR 60 SECONDS. IF POWER DOES NOT RETURN, CALL TECHNICAL SUPPORT AT Martin Yale Industries, Inc. AT 219-563-0641.

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First step is to plug into wall outlet. The power adaptor connects on the inside frame, under the feed table. Once plugged in, toggle the power switch and make sure there is power to the motor*.

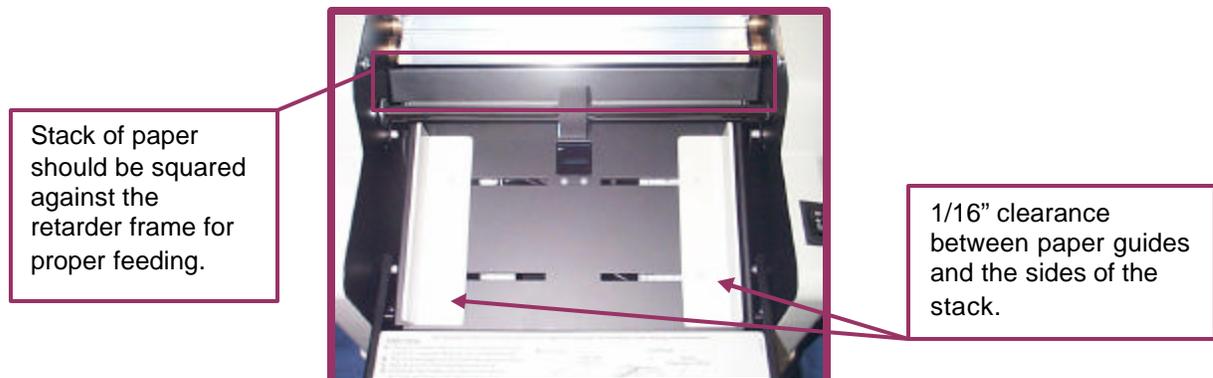
FEED TABLE EXTENSION



The feed table extension is slotted on the bottom, and goes onto a dual set of pins on the left and right side of the feed table. (See photo above.)

LOADING THE MACHINE- SINGLE SHEET APPLICATION

To load the feed table, position paper guides at proper width and insert stack. Square the guides with the paper. Do not allow the guides to pinch the stock, but, do not leave a great deal of room in between the side edges of stock and the guides.



* Some units may not have a detachable power cord.

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When putting paper into the machine, it should be a neat stack. Once the stack is on the tray, press down and slide the stack against the retarder frame. After squaring, allow the table to return to its upper position. At this point, the stack of paper should be pressed against the feed roller.

SETTING THE FOLDS

In order to use the unit, you must first understand the different fold setups.

The first consideration is how to do a half fold as opposed to a tri- fold. in order to do this, the second folding table must be repositioned on its mounting post to disable it. (See photo below.)



First step in doing a half fold.

This is accomplished by pulling out on the bottom edge of the second folding table and lowering it slightly so that it is aligned with the rubber grommet that says 'single fold'. When resecuring the table onto the mounting post, make sure it is fully pressed into position. After this is performed, the second folding table will be disabled and the table underneath the feed tray needs to be set for the appropriate sheet size. This is typically going to be a half fold. There are icon markings on the ruler for A4, 8 ½ X 11 and 8 ½ X 14.

When adjusting the paper stop brackets on the fold tables, make sure that they are straight in alignment. Also, when tightening the knobs, be careful not to over tighten.

Any time there are two folds in the stock, like a typical letter fold, the second fold tables mounting post should be inserted into the double fold opening. (See photo on next page.)

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Post goes into double fold hole during a letter fold.

NOTE: When doing two folds, make sure that both folding tables are pointing to an identical icon.

LOADING THE MACHINE- MULTIPLE PAGE SETS

Your unit is capable of folding up to three pieces of 20# bond stock at one time. This must be done by hand feeding the machine through the top of the bonnet.



Load multiple page sets here, one set at a time.

NOTE: Your unit can run stapled sets, but they must be stapled parallel to the top edge, and the staple must be centered. Also, when hand feeding sets into the machine make sure that you use the engaging clip to hold the feed table in the down position. If this were not done, it could cause premature wear of the feed tire.

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MAINTENANCE

Clean the folding rollers of the machine once every 15 thousand folds. Do this by removing the spring loaded bonnet assembly. You will need a can of Rubber Roller Cleaner and a 3M Scotch-brite pad. Clean each roller thoroughly by rotating by hand to scrub each section. Use an old cloth to mop up any liquid residue that may be left over. Also, from time to time the feed tire of the unit may become soiled and need to be cleaned. In this case, soap and warm water would be ideal.

Should the machine become labored, apply one drop of lubrication to each of the units folding roller bushings. A light weight all purpose lubrication is recommended for this.

TROUBLESHOOTING

UNIT WILL NOT RUN:

Turn power to unit off for 60 seconds and try again. If still no power, verify a good plug in by plugging in another device. Also, in the power jack on the machine there is a metal spring clip. It is possible over a period of time that the clip could get bent and no longer make good contact. With a n unfolded paper clip, bend the bracket outward to make sure it provides good contact. If there is still no power, call Martin Yale Industries, Inc. technical support at 219-563-0641.

WRINKLED FOLDS

Clean rollers, make sure that you allow the stock time to cool (one hour). Do not place the machine on a metal table, and try to operate unit in a temperature controlled environment. If unit still wrinkles paper, call Martin Yale Industries, Inc. technical support at 219-563-0641.

PAPER WILL NOT FEED

Make sure the paper guides are not pinching the stock. Monitor the feed tire for wear and tear. Replace if excessively warn. Allow the stock time to cool (one hour) after being duplicated.

NOTE: If stock has a slick finish, friction fed folders in general have difficulty feeding and folding this type of paper.

CROOKED FOLD

Make sure that each of the paper stops are lined up straight, and stack is properly inserted. If due for a cleaning or if you suspect that some characteristic of your stock could cause rapid contamination, thoroughly clean the rollers of the unit. Always suspect dirty rollers when any fold machine starts giving fold

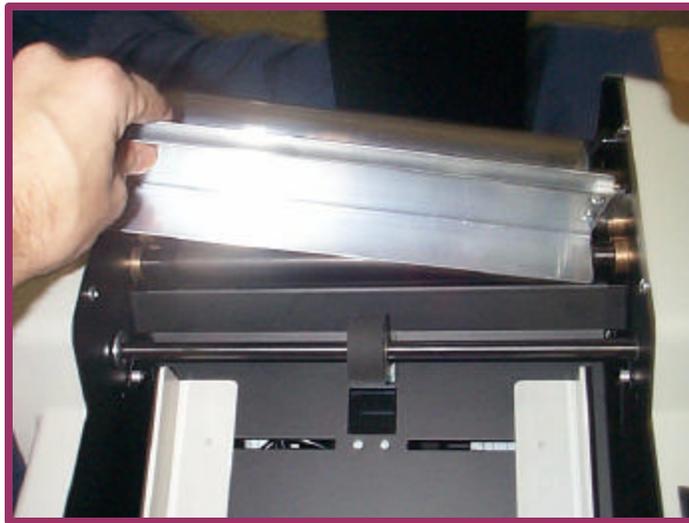
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offages under normal settings. Make sure there is no gappage in between the side edges of the stock and guides that hold it straight as it feeds into the unit.

SMUDGING

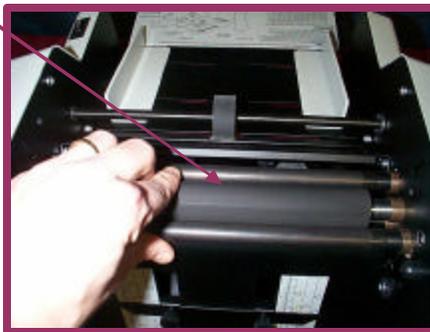
Typically, there is nothing that can be done to a friction fed unit that will prevent this. Adjusting toner, inking or the amount of drying time are all good suggestions. This issue can be particularly tough on stocks that are printed on both sides.

JAMS



Follow the below steps to clear a jam:

1. Remove the spring loaded bonnet assembly (shown above).
2. Manually rotate rollers by spinning the center rubber roller, and one of the rollers next to it together.



3. If necessary, remove each of the folding tables by disengaging off of mounting pin and lowering down until it separates.

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This should provide you with all necessary info to operate the unit. If you have any further questions, please call the technical support division at Martin Yale Industries, Inc., we will be glad to assist you.