

Ibico EPK21 Comb Binding Machine

User's Manual



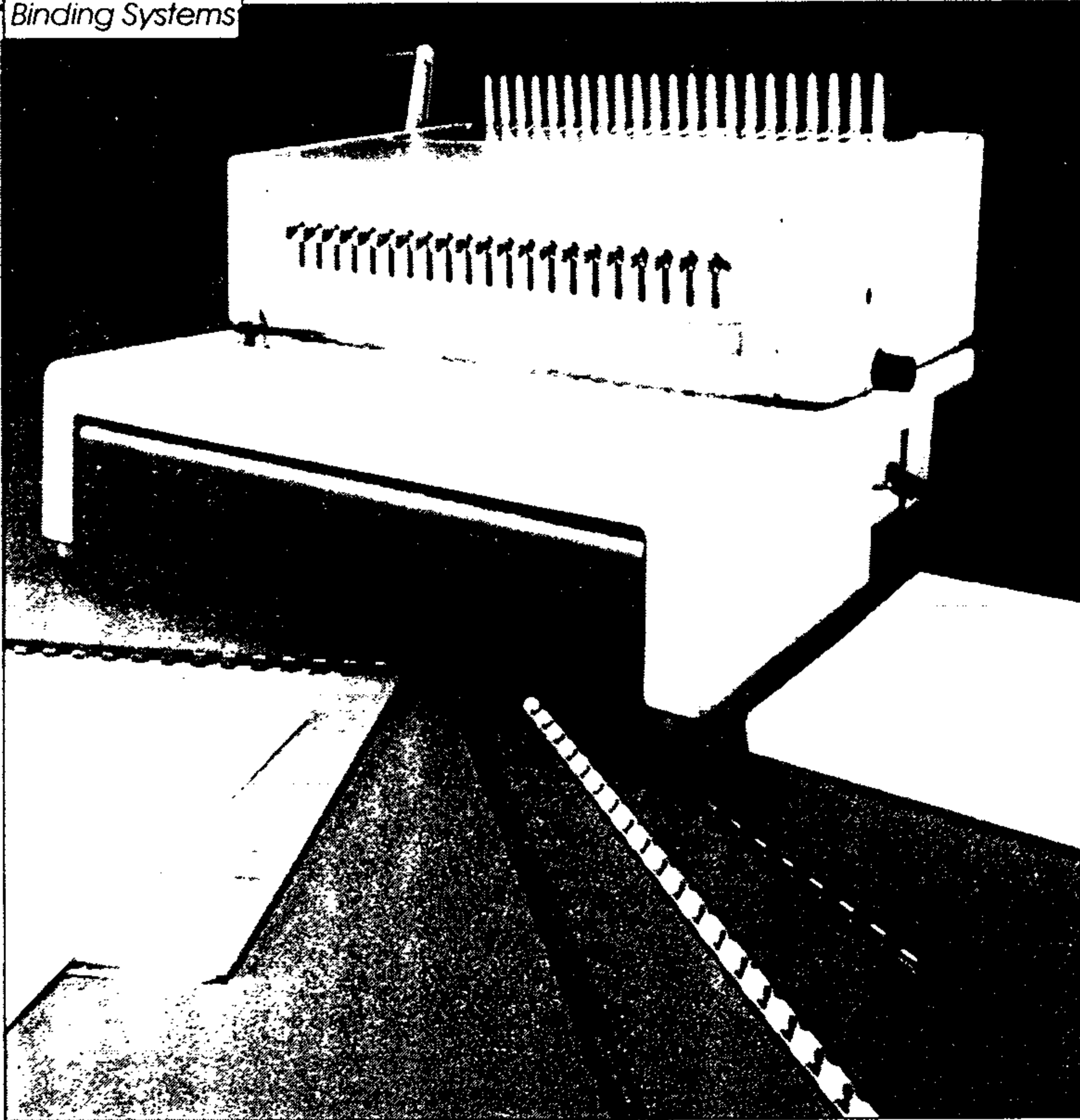
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Binding Systems

EPK21 Elektro Kombo[®]

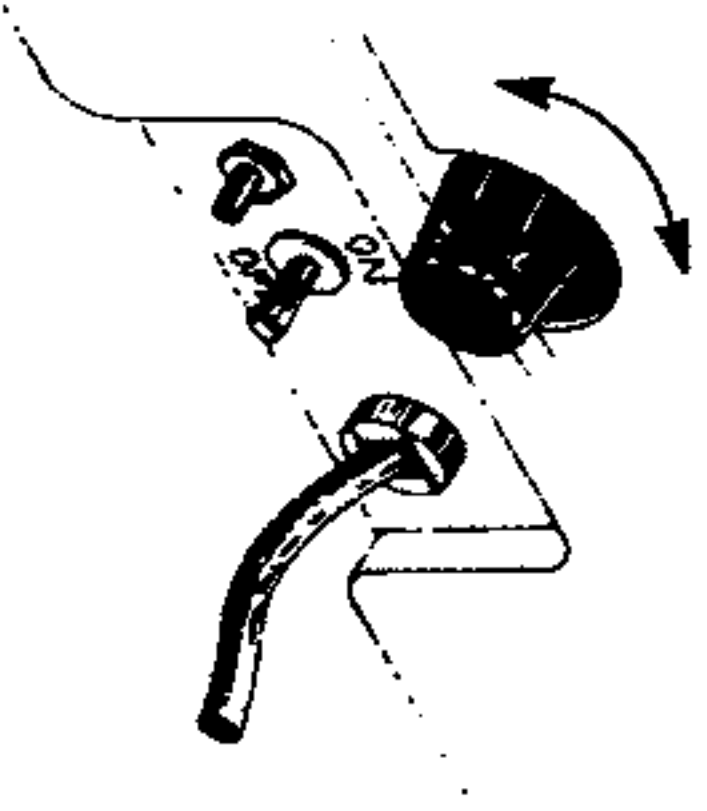


OPERATION MANUAL

SET-UP

1 Attach the handle to the machine on the left side and push in firmly to secure.

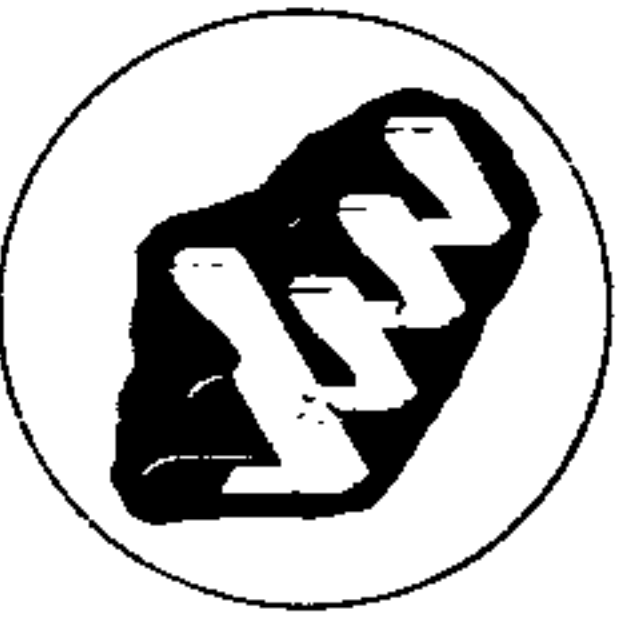
2 Turn power switch on (location on right side of machine). Allow 30 seconds for motor to reach full speed. In cold weather, allow machine to reach room temperature before turning power on.



PUNCHING

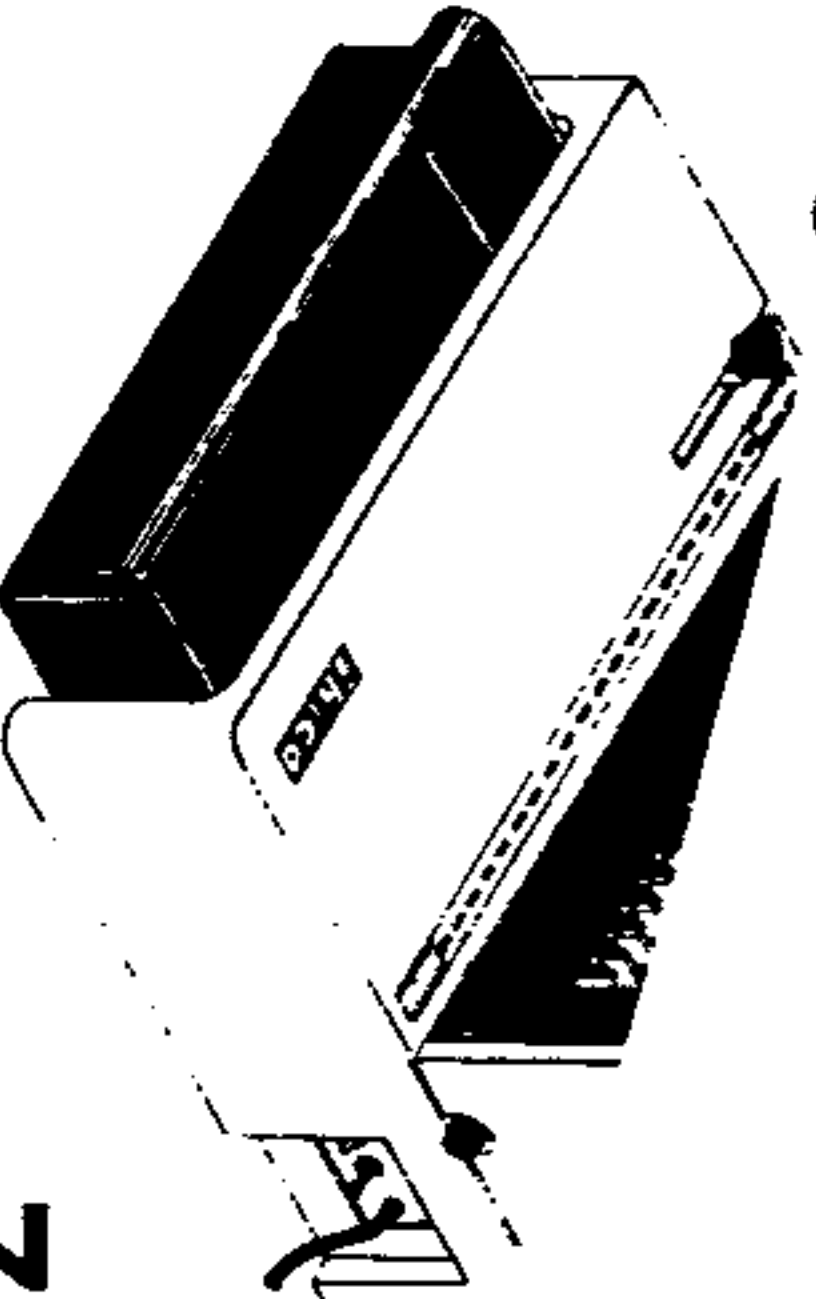
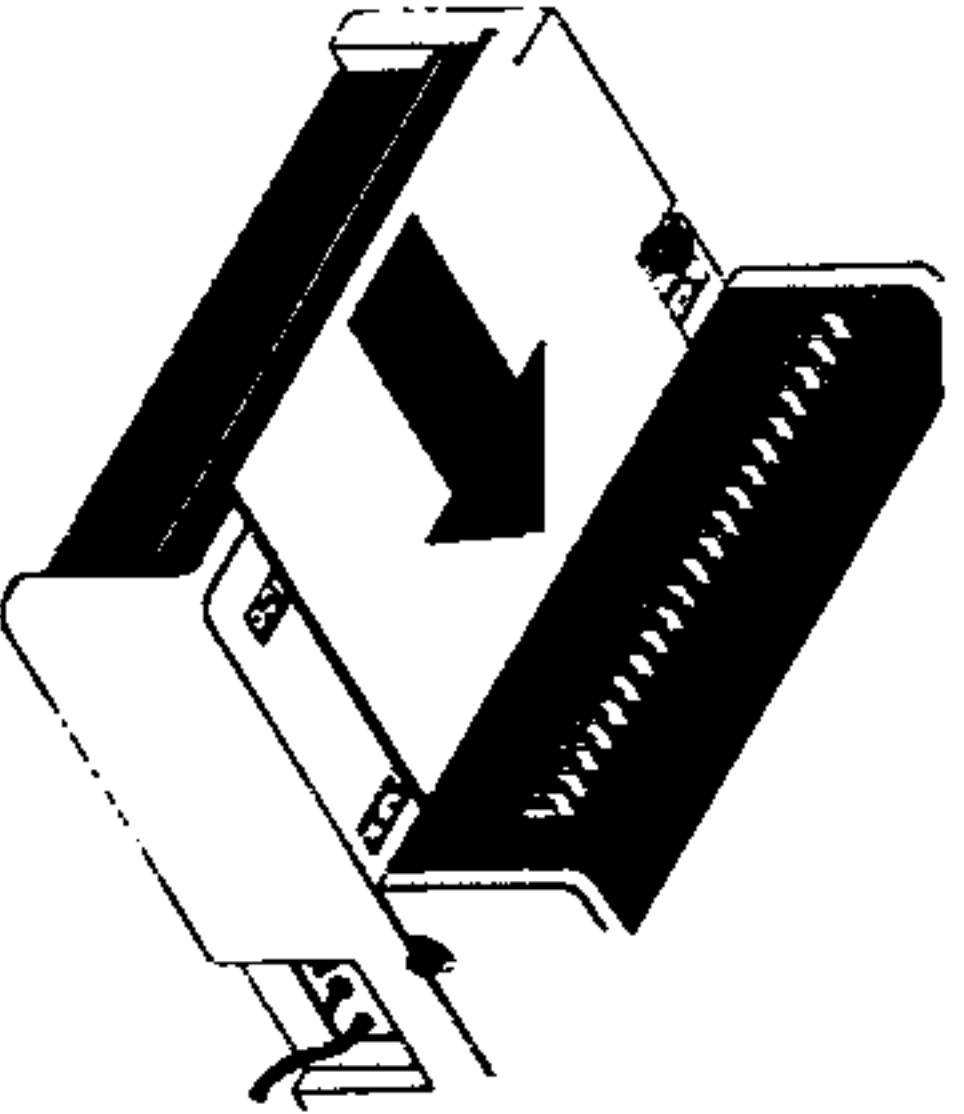
3 The black dial on the right side of the machine is the 4-position depth selector used to vary the distance between the punched hole and the paper's edge from 1/16" to 3/16". This feature is ideal for thicker documents that require wider margins for easy page turning and more secure binding.

4 EPK21 has 21 disengagable dies which makes it possible to punch virtually any length document. To punch the standard 19-hole pattern for 11" paper, pull the first die and last die (#1 and #21 on the back punch diagram).



5 Put sheets flush into the machine. (Use side guide for side adjustment).

6 Step on the foot pedal to punch.



Regular empty drawer of clippings.

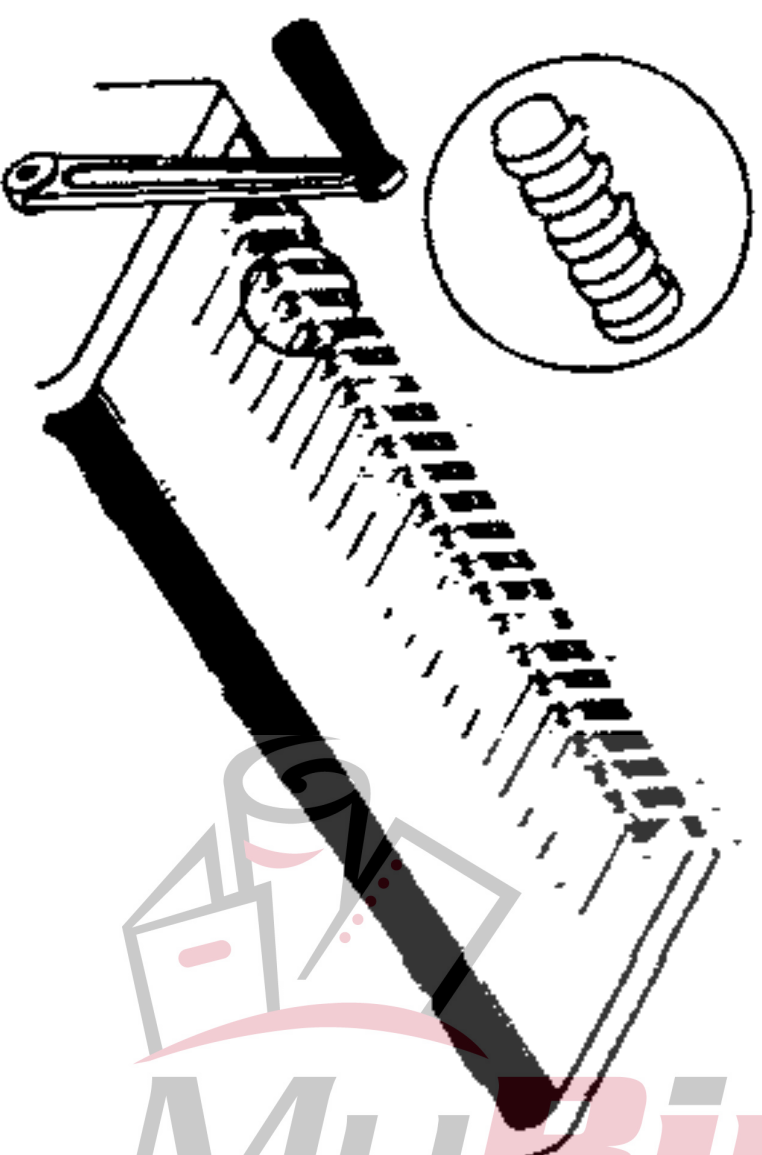
BINDING

8 The black knob on the left side of the machine can be set to lock in comb opening settings. The handle stops automatically at the same position each time for quicker operation during long binding runs.

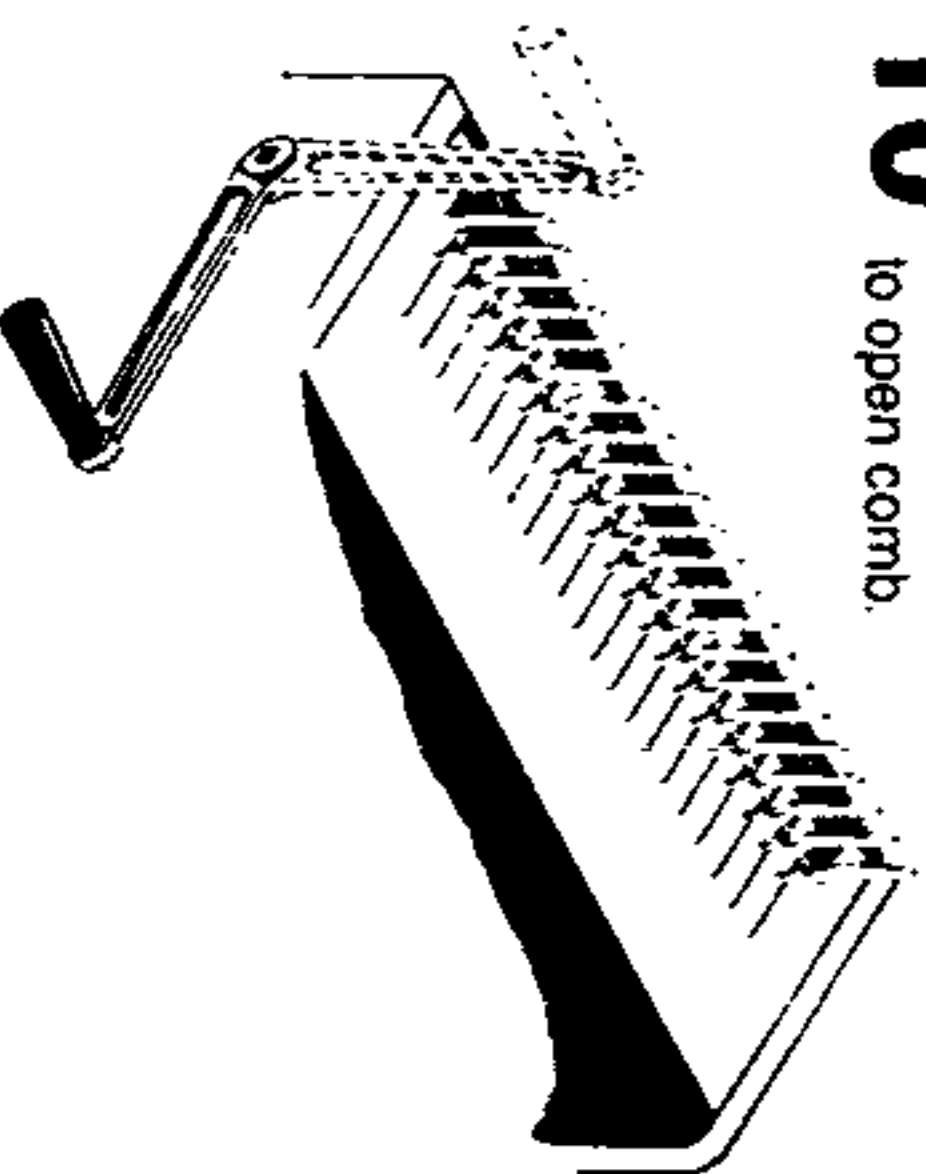
Turn clockwise to open, pull handle to desired opening, then turn knob counter-clockwise to lock.



9 Insert binding comb open side up, between the lines of the metal rake.



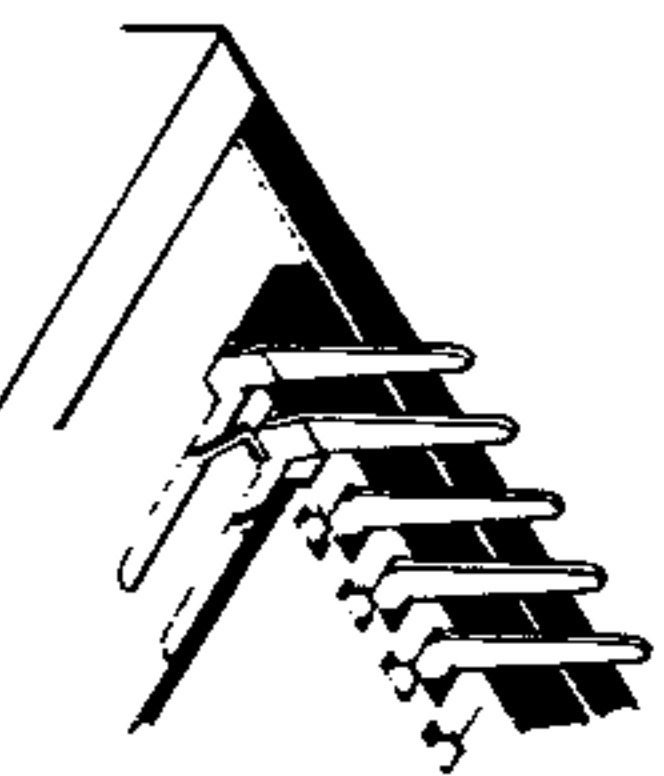
10 Push handle forward to open comb.



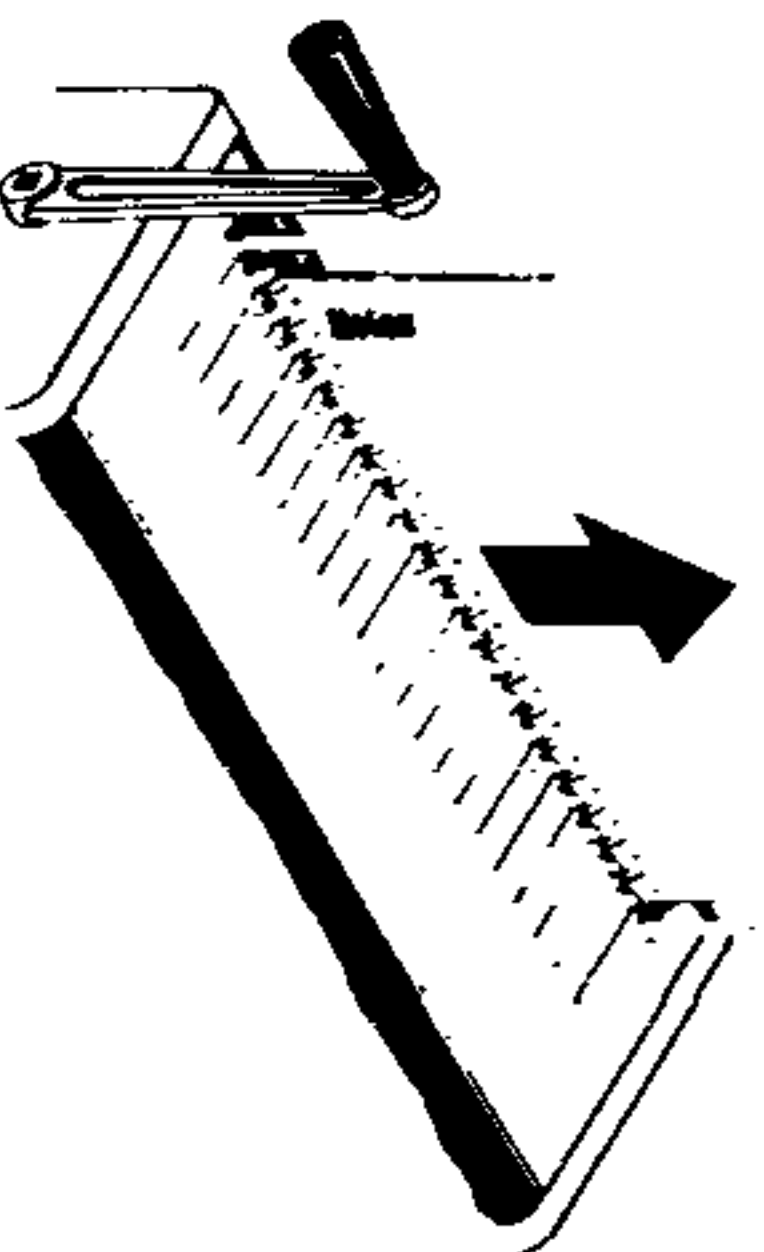
11 Insert paper vertically, cover facing the user.



12 Lay paper horizontally (or flat), then return handle to vertical position to close comb.



13 Remove book vertically.



14 To revise a document, simply place bound document into the metal rake then repeat Steps 9 & 10. Remove or add sheets as required. Repeat Steps 11 through 13.

SEE WARRANTY INFORMATION ON BACK.

2.0 SPECIFICATIONS

	<u>EP21</u>	<u>EPK21</u>
Required Power Supply:	115VAC 4 Amps 10 Hertz Single Phase 450 Watt	115VAC 4 Amps 10 Hertz Single Phase 450 Watt
Dimensions:	19 3/4"x19 1/4" x16 1/4"	19 3/4"x19 1/4"x16 1/4"
Weight:	53.3 lbs.	53.5 lbs.
Mode of Operation:	Electric Punch	Electric Punch/ Manual Binder
Punch Hole Configuration:	1-21 Holes Selectable	1-21 Holes Selectable
Punching Capacity:	25 sheets max.	25 sheets max.
Binding Capacity:	N/A	2" Thick Maximum
Maximum Punch Length:	12 inches	12 inches

4.0 OPERATING INSTRUCTIONS

4.1 Punching

1. Using the ON/OFF switch located on the right side frame, turn the machine on and wait until you hear a click before operating machine. Machine reset button. If the machine should require resetting, please wait one minute before pushing the reset button.
2. For 11" sheets, pull out the first and last set pins (#1 and #21 on the black punch diagram).
3. The black knob on the right side of the machine is used to select the margin depth.
4. Put sheets flush into the machine. (Use side guide for side adjustment).
5. Step on the foot pedal to punch.
6. Regularly empty drawer of clippings.

4.2 Binding (EPK21 Only)

1. Place binding element, open side up, behind metal fingers.
2. Pull handle forward to open rings.
3. Insert paper vertically, cover facing you.
4. The black knob on the left side of the machine can be set to open the rings to the same position each time for long binding runs.

Turn clockwise to open, pull handle to desired opening, then turn knob counter-clockwise to lock.

5. Lay down paper horizontally, then put handle back to vertical position.
6. Remove book vertically.

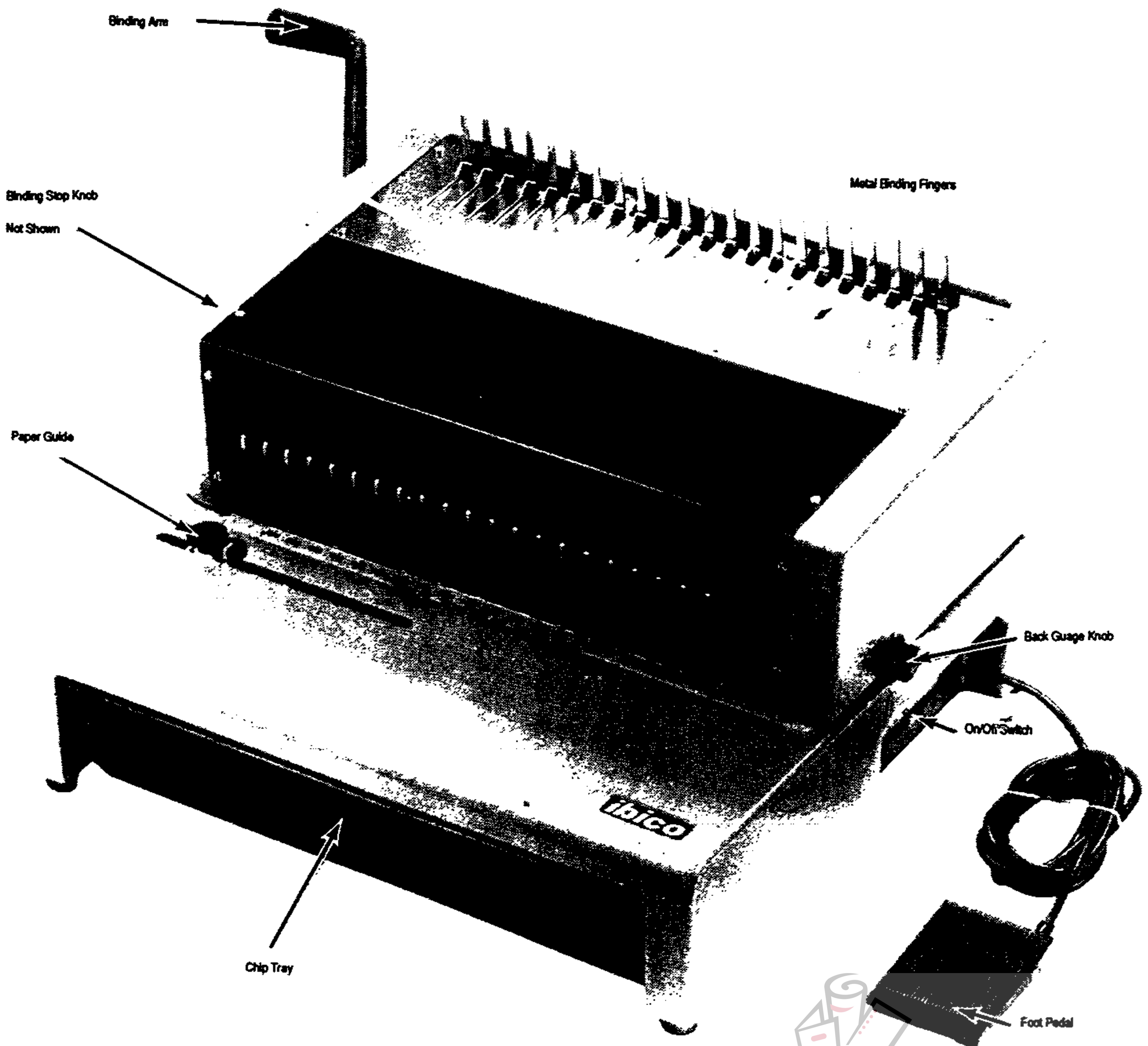
For further clarification of the operating instructions refer to the instruction sheet included with each machine.

4.0 OPERATING INSTRUCTIONS (Continued)

4.3 Removing Punch Waste

Slide the chip tray drawer completely out from the front of the machine. Empty the chips and replace the drawer.

Note: It is important to empty the chip tray often to insure proper punch operation.



5.0 TROUBLESHOOTING

5.1 PRINCIPALS OF OPERATION

- 5.1.1 When the power switch is placed in the on position, power is supplied to the motor and logic board. The motor begins to rotate and as it reaches the correct speed the relay on the logic board engages allowing the unit to punch.

When the foot pedal is depressed power is applied to the solenoid causing it to retract the plunger away from the clutch assembly. As the solenoid plunger retracts the clutch assembly engages and begins one rotation. During the first half of each rotation after the clutch is engaged the drive linkage turns the drive shaft causing the drive gears to engage the pressure bar. Once the pressure bar is engaged by the drive gears it is forced downward into the dies pushing them through the paper. During the second half of each rotation the pressure bar is lifted, catching the roll pins on the individual dies and pulling them out of the hole and away from the paper.

The snap switch located near the clutch assembly forces the solenoid to disengage after the clutch begins moving. This prevents the unit from punching continuously.

The black knob at on the right side of the machine is used to adjust the back gage bar . The back gage bar is used to determine the distance between the edge of the paper and the hole that is punched.

- 5.1.2 The arm on the left side of the machine is used when binding. When the arm is pulled down the rotates turns the main binding drive shaft this rotation causes the yoke actuator pins to engage the yoke assemblies. As the yoke assembly is engaged it is moved toward the front of the machine causing the slide bar and hook slide assemblies to slide forward.

The black knob on the left side controls an adjustable stop for the yoke assembly. The knob adjusts the position of an eccentric that stops the yoke allowing the hook slide to open to different positions. This is helpful during multiple binds.

5.0 TROUBLESHOOTING

5.2 General Troubleshooting Guide Chart

Malfunction corrections are based on visual observation by the operator. The causes of the malfunctions are isolated by the symptom of the malfunction and noting at which point in the operating cycle the malfunction occurred. Malfunctions that occur during operation can be pinpointed to a defective electrical circuit or to a mechanical part by referring to the Principles of Operation in the preceding paragraphs and to the electrical schematic diagrams and the electrical wiring diagrams.

The Troubleshooting Guide Chart that follows is arranged in order of the normal operational sequence. When a malfunction occurs, read down the SYMPTOM column until you reach the appropriate description for your symptom. Read the corresponding PROBABLE MALFUNCTION, and then perform the recommended procedure in the CORRECTIVE ACTION column. When replacing electrical components having push on type terminals, tag the electrical leads that are removed to facilitate reconnecting them. Refer to the wiring diagrams to resolve any wiring difficulties that may occur.

WARNING: Always unplug the power cord to avoid possible severe electrical shocks before attempting to perform any repair.