

# OPERATING INSTRUCTIONS

## TCC-2700

### 1 IMPORTANT SAFEGUARDS

When using electrical appliances, 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 appliance when not in use or before cleaning.
3. Do not use outdoors.
4. Extreme caution should be taken when the appliance is used by or near children or invalids.
5. To protect against risk of electrical hazards, do not immerse cord, plugs, or appliances in water or other liquids.
6. Do not operate the appliance with a damaged cord or plug, or after the appliance malfunctions has been dropped or is damaged in any manner. Return appliance to the nearest authorized service facility for examination, repair, or adjustment.
7. Do not use accessory attachments not recommended or sold by the appliance manufacturer.
8. Do not let cord hang over edge of counter, or touch hot surfaces.
9. Do not use the appliance for other than intended use. This appliance is intended for Office or Household use only.
10. The Socket outlet shall be installed near the equipment and shall be easily accessible.
11. Warning-hazardous moving parts-keep fingers and other body parts away.

### 2 LOCATION

Please remove the laminator carefully from the transit packaging, place the machine on a flat work surface. Locate the machine in the area where it will normally be used ensuring adequate room for the finished laminate to feed out at the back.

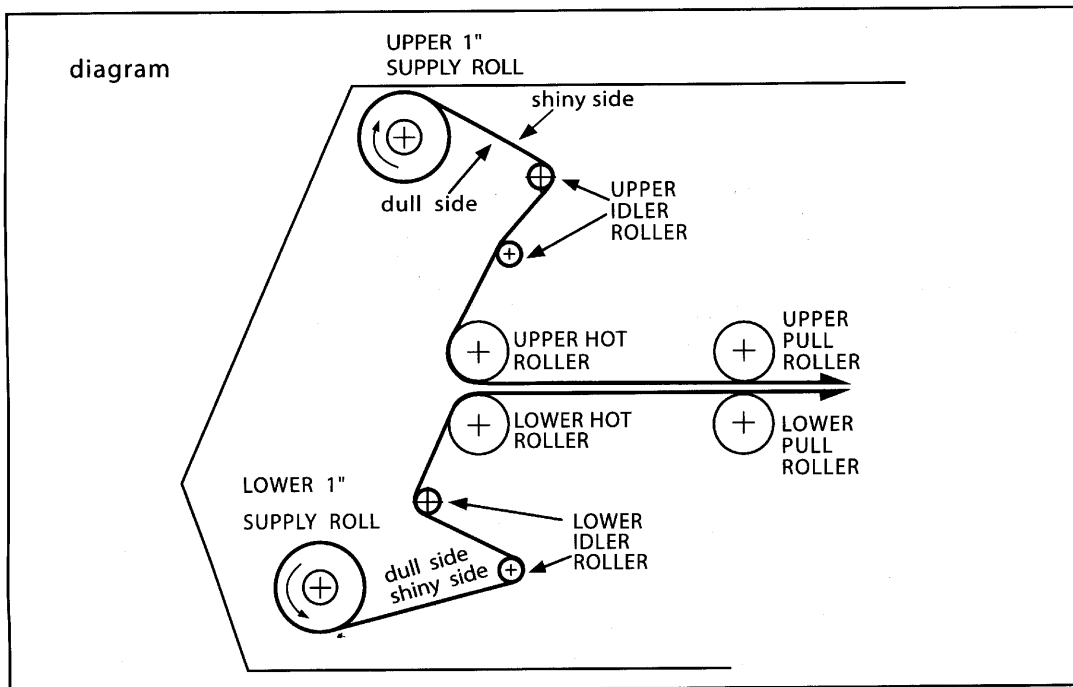
### 3 HOW TO USE

#### LOADING THE FILM.

Unpack the upper and lower rods. Remove 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.

#### THREAD THE FILM.

Read the threading card supplied with each TCC roll of film carefully. Please see the threading card. Do not mistake the re-inforcing bar for idler roller. To thread the film through the "hot" rolls & pull rolls, please pull the handle forward to release pressure on all the rollers. Push the film through the rollers and make sure the film is perfectly aligned top and bottom. (Note: overlap will cause the film to deposit residue on the hot roll and pull rolls, so this procedure is critical). Replace the feed tray.



## HEAT & SPEED ADJUSTMENT TCC-2700

1. Turn on the power switch, the digital screen display will show the previous temperature setting. Please set the temperature to 90°C (194°F) to start the heat process. By pressing the "∧" or "∨" key of the "TEMP/SET", users can re-set the temperature. The lowest temperature this machine can be set is 90°C (194°F). The digital screen display will beep showing the set temperature for 3 seconds. After that, it will show the actual machine temperature.
2. Press the "HOT" key for heating once the temperature is set and the heater light will glow.
3. The machine will buzz/beep once it reaches 80°C (176°F) for at least 3 minutes. This is to alert the user that machine will start running. You can stop the beep by setting the motor speed to 1.
4. Press the "∧" or "∨" key of "MOTOR" to set the motor speed for lamination. The table °C below gives some common temperature/speed setting for typical uses.

### Notes:

If the machine is left unattended and the motor speed is not adjusted, the machine will stop in approximately 3 minutes. This feature protects the Hot Rollers as they must constantly turn while the heat is on.

FILM THICKNESS	Temperature	Speed
1.5 Mil(38 Micron)	110°C/230°F	4
3 Mil(75 Micron)	110°C/230°F	3
5 Mil(125 Micron)	125°C/257°F	3
10 Mil(250 Micron)	135°C/275°F	3

## **TENSION ADJUSTMENT**

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 hand, it can be determined if one of the rolls is tighter than the other.

To increase tension, turn the adjusting knob clockwise. To decrease tension, turn the knob counter clockwise. If the tension is not equal top and bottom, the laminated product will curl. If it curls up it comes out of the machines, the top roll is probably tighter than the bottom. If it curls down, the bottom roll is probably tighter. Even tension top and bottom ensures flat lamination.

## **REVERSE**

The machine has "REVERSE" function. By pressing the "REVERSE" key, the user can pull out the documents from the machine to prevent any jam or damage.

## **CUT-OFF KNIFE**

Using the knife set (in the backside of the machine) to trim the documents.

## **TURN OFF LAMINATOR**

When finishing the laminating job, please press the "COOL" key to turn off the heat. The motor will stop only when the roll temperature is lower than 80°C (176°F) to protect the heated rolls. We recommend to keep motor running and turn off the machine only after the roll temperature lower than 50°C (122°F). However, in case you need to turn off the motor while roll temperature is higher than 80°C (176°F), you can adjust the speed to "1" and press the motor speed key for 3 seconds. If so, the speed will jump to "0" and the motor will stop.

1. This laminator is made to use with a 1" core with maximum width 690mm (27") roll film.
2. If user wants to hold the lamination just temporary without turning off the machine, this can be done by pushing the HANDLE forward to release hot & pull rolls. This will cause the film to stop running. Pull the HANDLE backward again to engage the hot/pull rolls and the machine can do the lamination job again.
3. You can stop lamination by controlling the handle.

## **TROUBLE SHOOTING**

1. The screen will appear "ER1" if the thermometer inside the machine is damaged. In this case, the machine will be off automatically in order to protect machine.
2. The screen will appear "ER2" if the machine keeps heating over 12 minutes. In this case, the machine will be off automatically in order to protect machine.

3. The screen will appear "ER3" if the machine temperature is higher than 200°C (392°F)  
In this case, user will hear "BUZZER" and machine will be off automatically in order to protect machine.
4. Any of these error messages: ER1/ER2/ER3 may indicate possible replacement needed of PC board. Please contact your vendor or dealer.

## **4 CARE AND CLEANING**

1. This appliance is for Office or Household use only. Any servicing, other than cleaning and user maintenance, should be performed by an authorized service representative.
2. Do not immerse in water.
3. To reduce the risk of fire or electric shock, do not remove the base. No user serviceable parts inside.
4. Keep your hands and cord away from hot parts of the appliance during operation.
5. Never clean with scouring powders or hand implements.
6. Wipe clean with a soft cloth.
7. Shield is available as an accessory.

