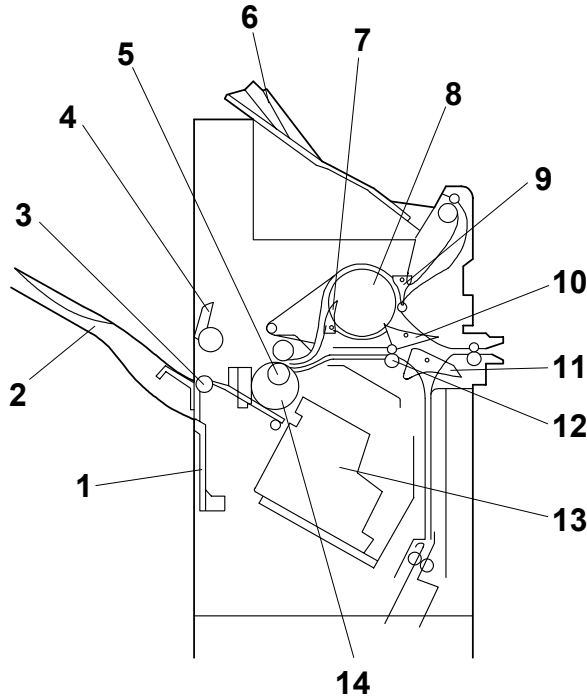


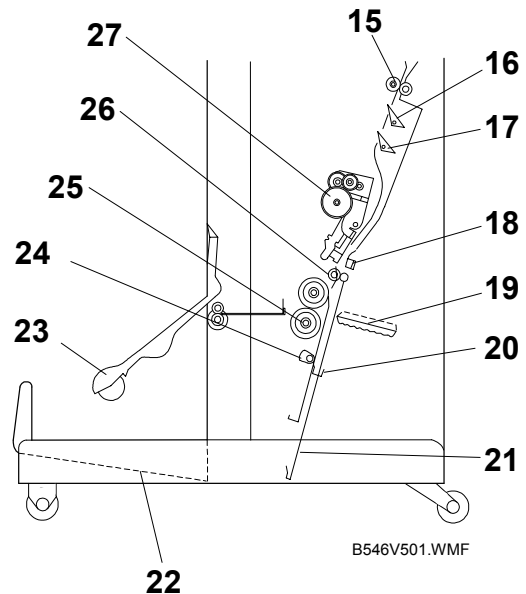
BOOKLET FINISHER
(Machine Code: B546)

1. OVERALL MACHINE INFORMATION

1.1 MECHANICAL COMPONENT LAYOUT



B546V500.WMF



B546V501.WMF

1. Shutter
2. Shift Tray
3. Lower Exit Roller
4. Upper Exit Guide
5. 2nd Transport Roller
6. Proof Tray
7. Buffer Roller Exit Gate
8. Buffer Roller
9. Proof Tray Gate
10. Buffer Roller Entrance Gate
11. Booklet Gate
12. 1st Transport Roller
13. Stapler Unit
14. Transport Belt

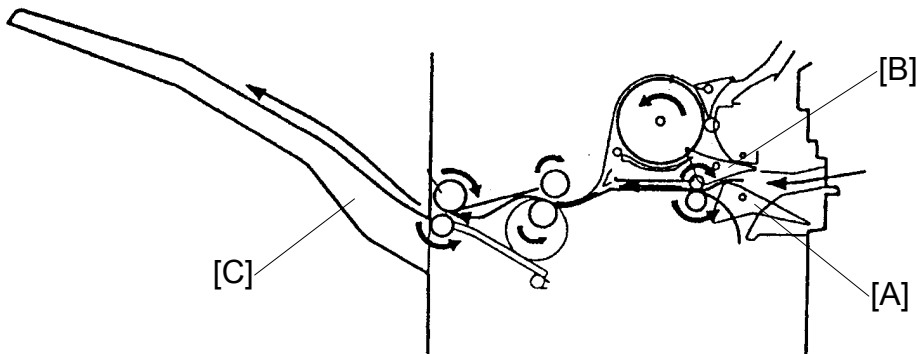
15. Booklet Unit Entrance Roller
16. 1st Booklet Unit Gate
17. 2nd Booklet Unit Gate
18. Anvil
19. Folder Plate
20. Positioning Plate
21. Shutter Guide
22. Booklet Tray
23. Exit Guide
24. Positioning Roller
25. Folder Roller
26. Relay Roller
27. Booklet Stapler Unit

2. DETAILED DESCRIPTIONS

2.1 JUNCTION GATE MECHANISM

2.1.1 SHIFT TRAY MODE

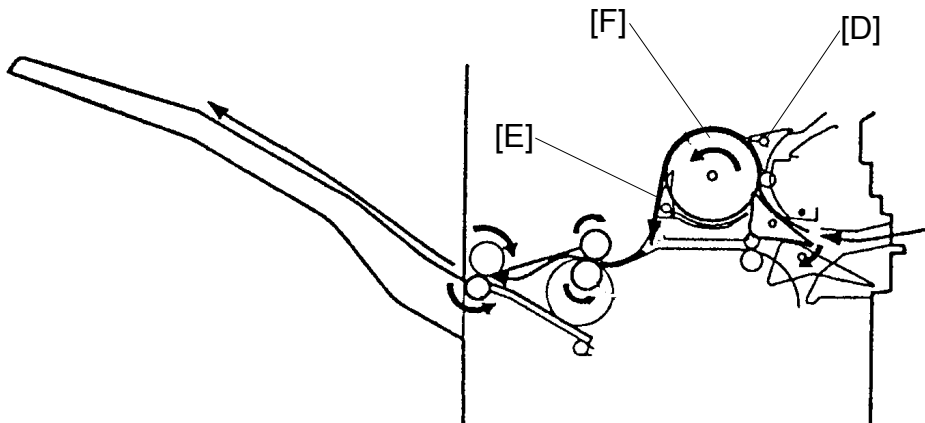
A4/LT sideways or shorter



B546D564.PCX

The booklet gate [A] and buffer roller entrance gate [B] are closed and the copy paper goes directly to the shift tray [C].

Longer than A4 sideways

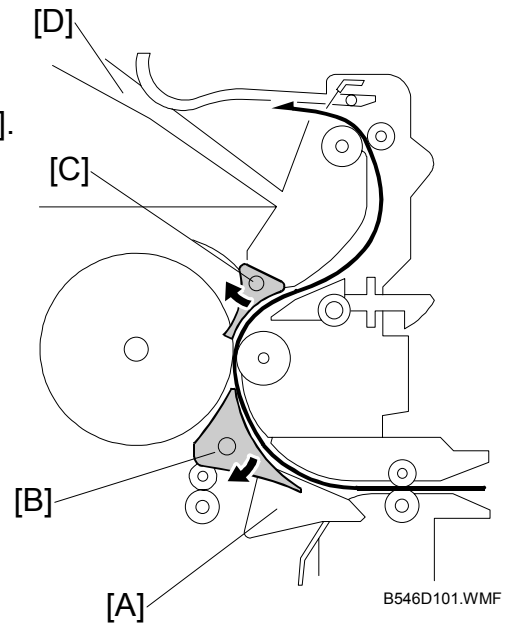


B546D565.PCX

The booklet gate, proof tray gate [D], and buffer roller exit gate [E] are closed, and the buffer roller entrance gate is opened. The copy paper passes through the buffer roller [F]. This paper path creates a distance between copies.

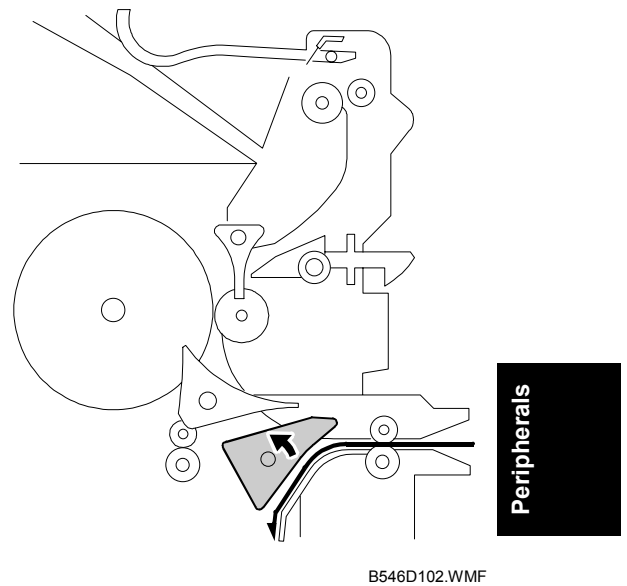
2.1.2 PROOF TRAY MODE

The booklet gate [A] is closed. The buffer roller entrance gate [B] and proof tray gate [C] are closed. The copy paper goes to the proof tray [D].



2.1.3 BOOKLET STITCH MODE

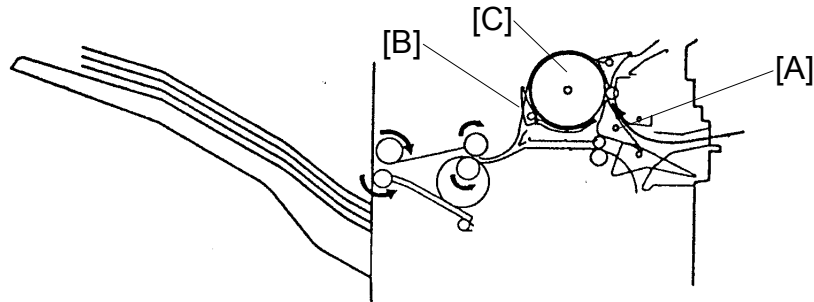
The booklet gate is opened and the copy paper goes to the booklet unit.



2.2 PRE-STACK MECHANISM

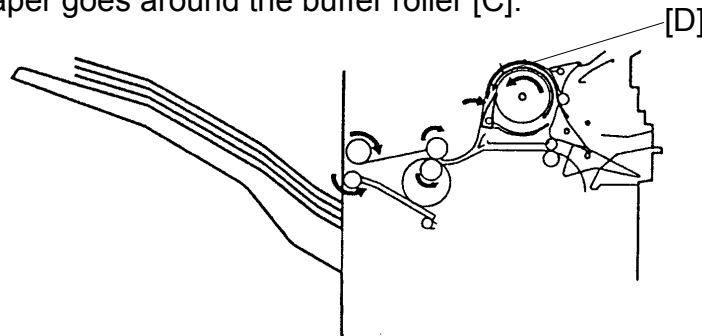
This mechanism improves productivity in staple mode and shift mode.

During stapling, the copier has to wait. This mechanism reduces the wait by holding the first two sheets of a job while the previous job is still being stapled. It only works during the second and subsequent sets of a multi-set copy job.



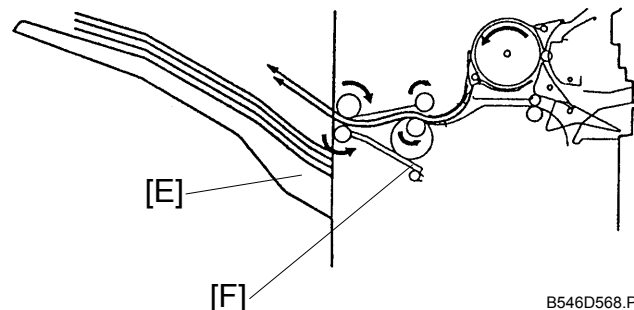
B546D566.PCX

The buffer roller entrance gate [A] and buffer roller exit gate [B] are opened. Then, the 1st sheet of paper goes around the buffer roller [C].



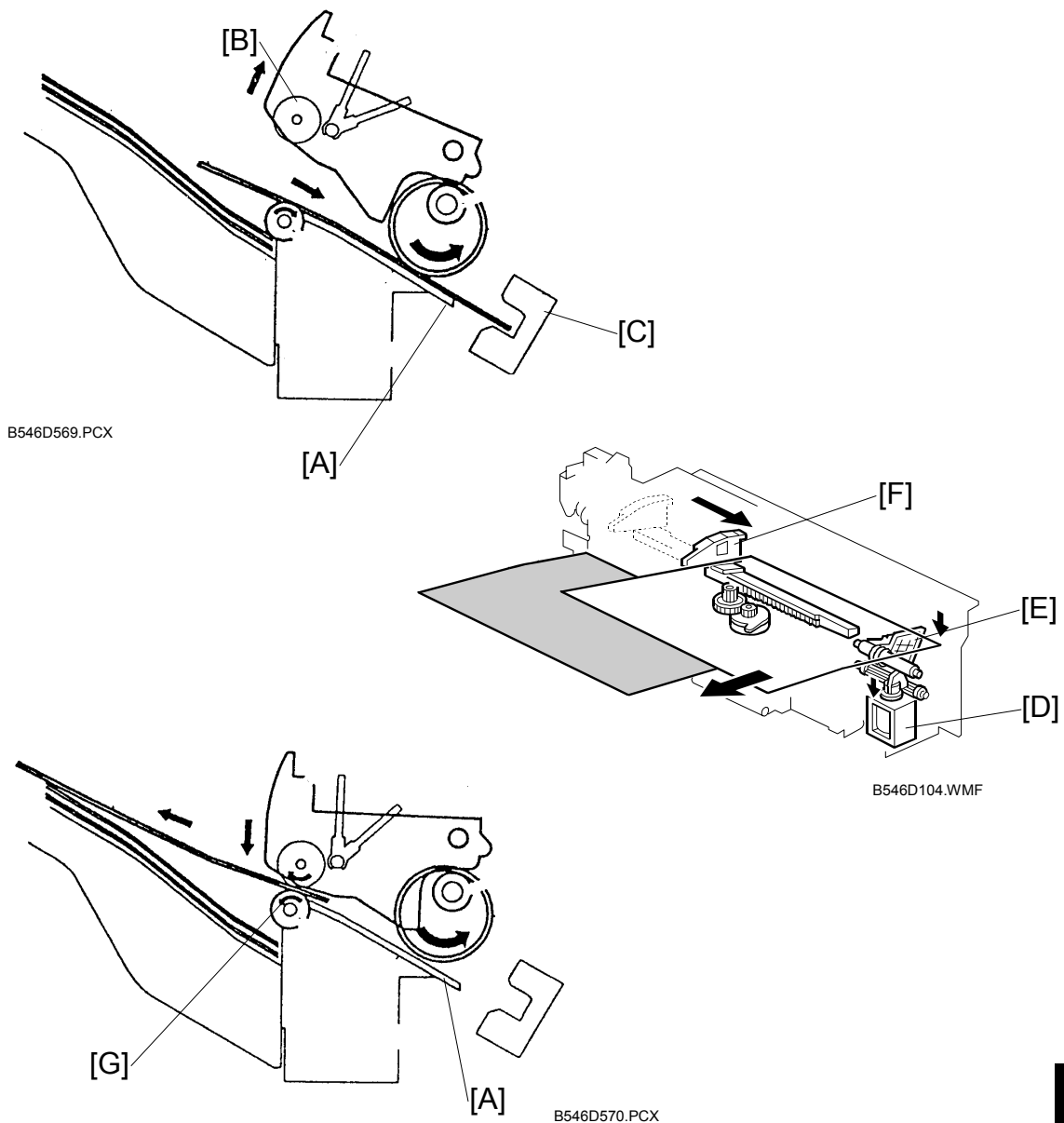
B546D567.PCX

When the 2nd copy [D] comes to the buffer roller, the buffer roller exit gate is closed. The two sheets of paper go to the shift tray [E] or staple tray [F].



B546D568.PCX

2.3 PAPER SHIFT MECHANISM

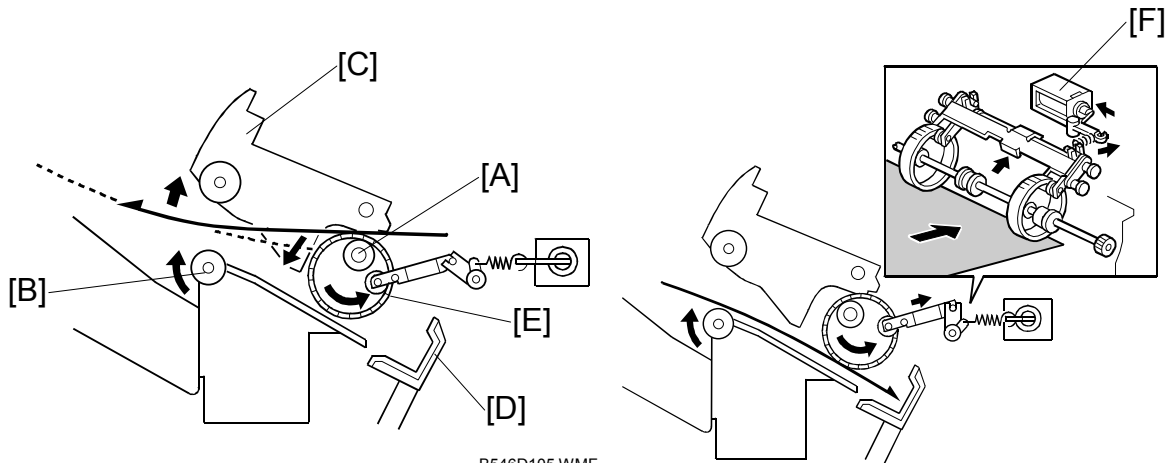


In sort and stack mode, only the 1st sheet of copy paper from the 2nd set is shifted to the front to separate each set of copies.

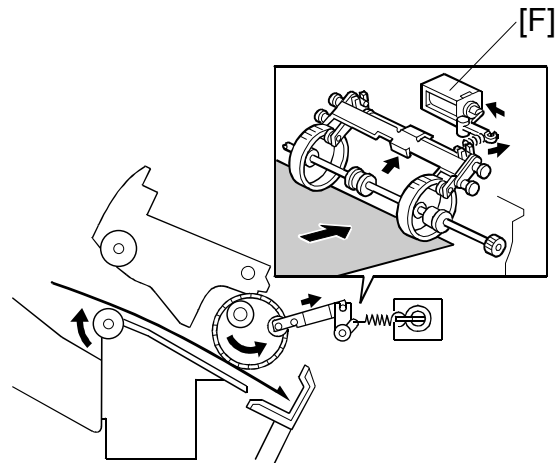
When the copy paper comes into the staple tray [A], the upper exit guide [B] (which contains the upper exit roller) opens. The paper switches back to the stopper [C]. Then the front guide release solenoid [D] turns on and the front guide [E] is released, the shift motor moves jogger fence [F] to the front, and the copy paper shifts to the front by 30 mm.

After copy paper has been shifted, the upper exit guide closes and the lower exit roller [G] turns in the opposite direction to feed out the copy paper.

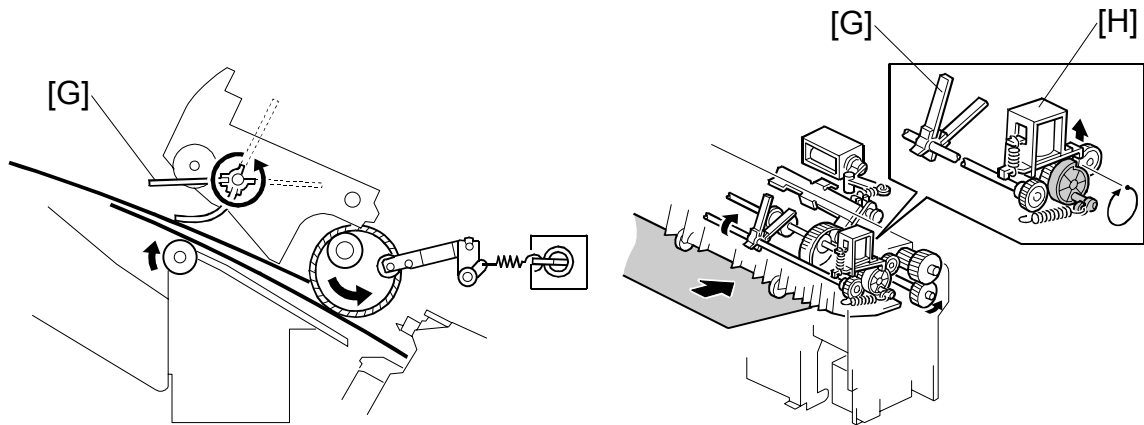
2.4 PAPER POSITIONING MECHANISM



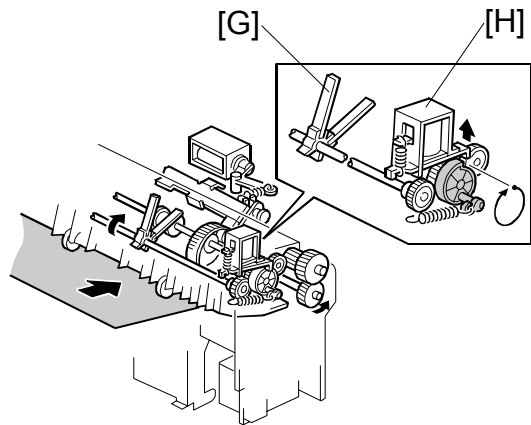
B546D105.WMF



B546D106.WMF



B546D108.WMF



B546D111.WMF

When the trailing edge of the 1st copy paper passes the 2nd transport roller [A], the lower exit roller [B] stops and turns reverse. At the same time, the upper guide plate motor turns on and opens the upper exit guide [C]. The copy paper is sent to the stopper [D] by the lower exit roller and feed belt [E], and it is aligned by the jogger motor.

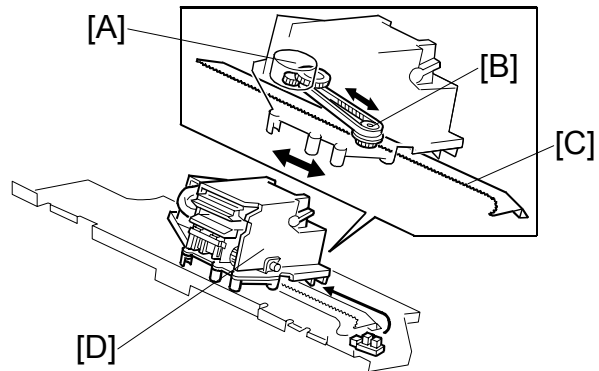
The feed belt solenoid [F] turns on to move the feed belt to the stopper. This function prevents excessive buckling of the paper between belt and stopper.

The paddles [G] send the paper to the stopper starting from the 2nd copy paper. When the trailing edge of the 2nd copy paper passes the 2nd transport roller, the paddle solenoid [H] turns on and the drive from the transport roller transmits to the paddle shaft.

2.5 STAPLER UNIT MOVEMENT MECHANISM

2.5.1 DRIVE

The stapler motor [A] drives the stapler unit drive gear [B] via a timing belt. The stapler unit guide has a rack gear [C]. The stapler unit moves along the rack gear via the stapler unit [D] drive gear.

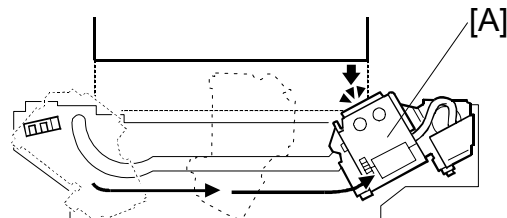


B546D107.WMF

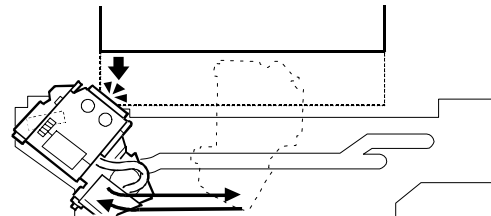
2.5.2 MOVEMENT

Front and Rear Stapling

When the print key is pressed, the stapler unit moves to the center. The stapler unit moves to the front (or rear) stapling position when the copy paper comes into the finisher and stays until the copy job finishes. It returns to home position when the job is finished.



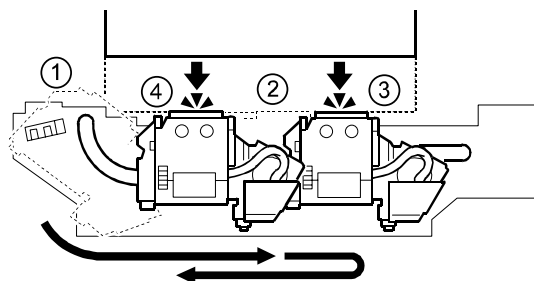
B546D113.WMF



B546D115.WMF

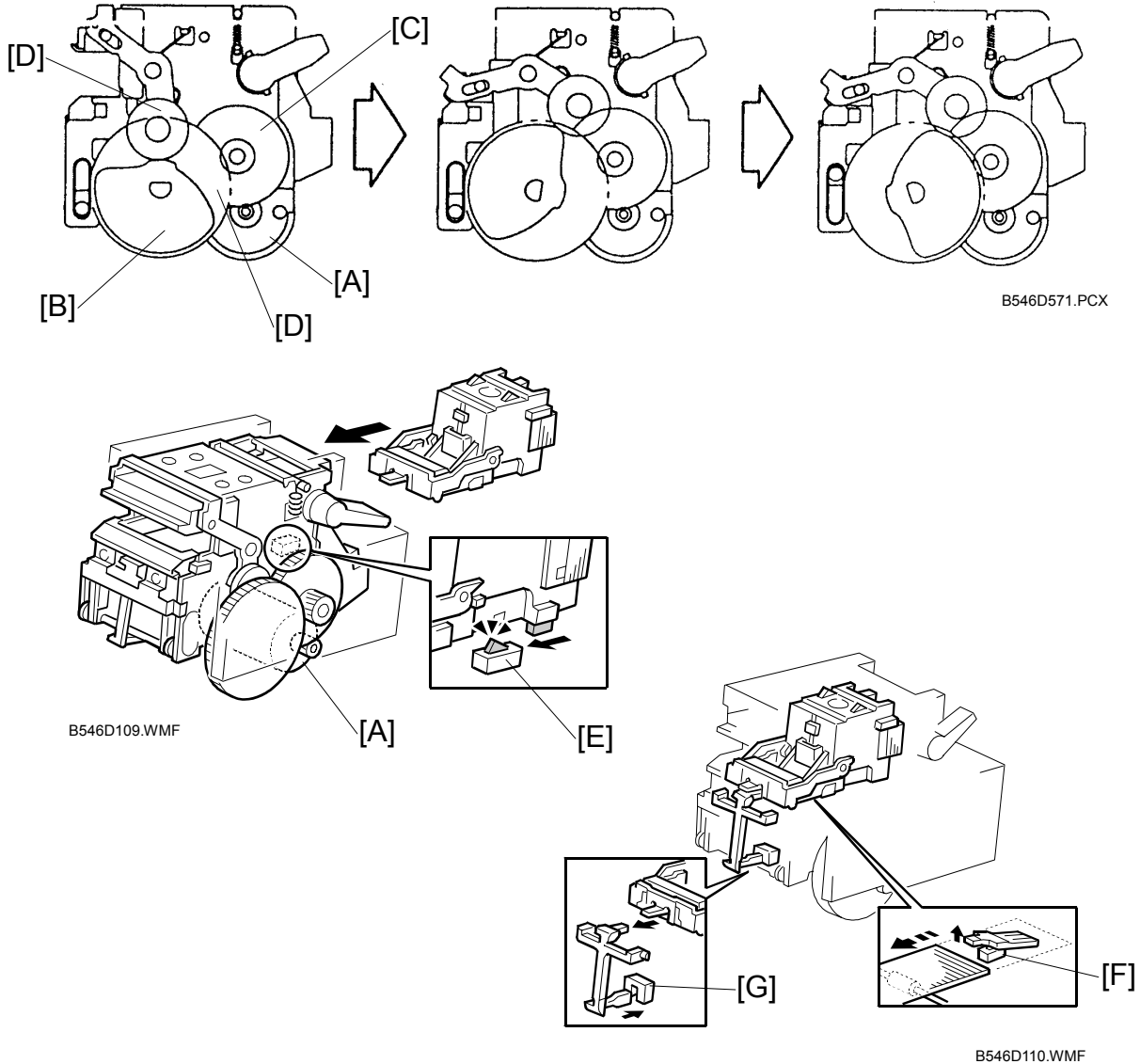
Tow-position Stapling

When the print key is pressed, the stapler unit moves to the center. The stapler unit moves to the rear stapling position first and moves to the front stapling position when stapling. Then it goes back to the center until the copy job finishes. It returns to home position when the job is finished.



B546D114.WMF

2.6 STAPLER

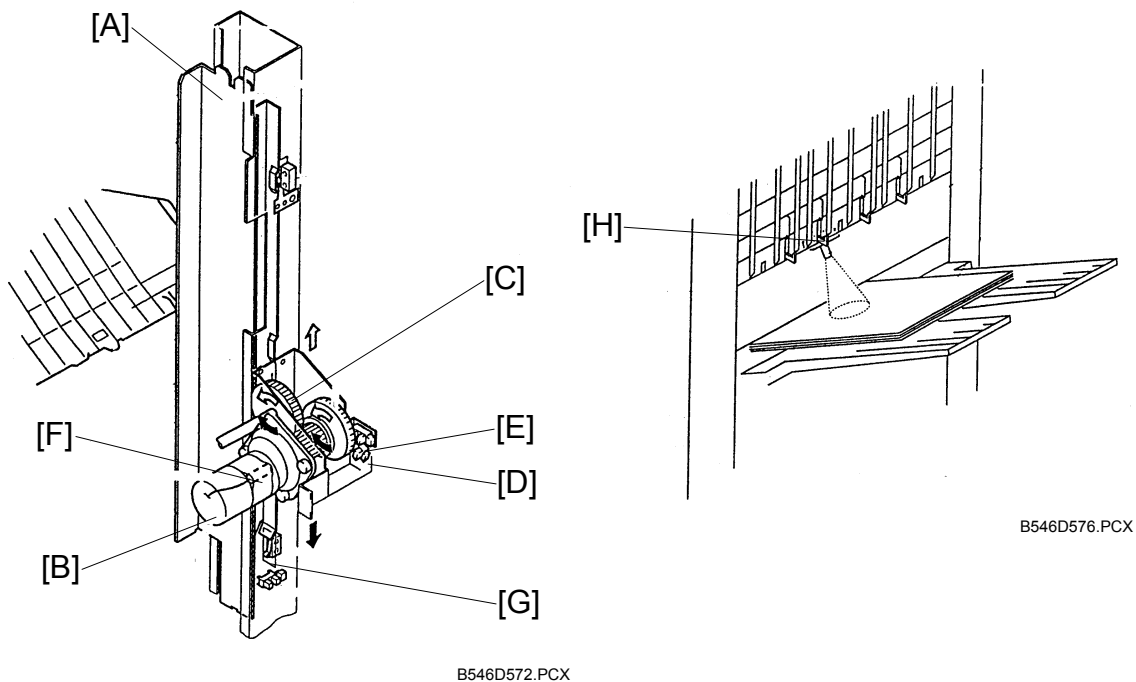


The staple hammer motor [A] drives the cam [B] via 2 gears [C, D] and the guide roller on the staple hammer moves on the cam [D]. When the guide roller moves to the highest position on the cam, the copy paper is stapled.

The stapler unit contains the cartridge set switch [E], staple end switch [F] and staple position sensor [G].

The staple position sensor detects whether the staple sheet has come to the staple unit or not.

2.7 SHIFT TRAY MECHANISM



The guide gear [A] on which the shift tray is mounted is driven by the lift motor [B] via gear [C].

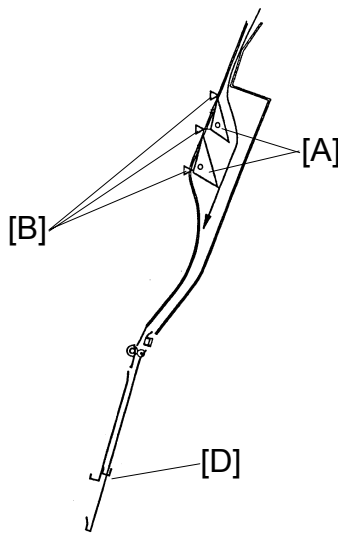
The finisher board detects the direction of the motor rotation and motor position using the lift motor sensors 1 [D] and 2 [E].

The lift motor contains a thermoswitch [F]. When it detects 73.5° C, the finisher board stops the lift motor until its temperature reaches approximately 40° C.

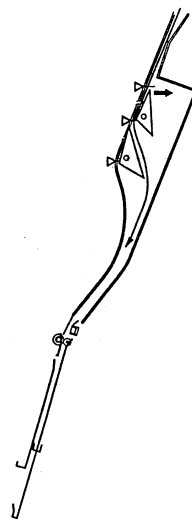
The shutter position switch [G] cuts the lift motor power for safety when the upper exit guide plate opens.

The shift tray height sensor [H] detects the distance between the sensor and the top of the copy paper on the shift tray.

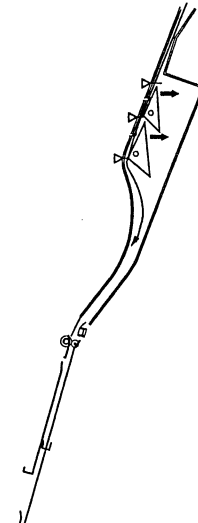
2.8 BOOKLET UNIT GATE MECHANISM



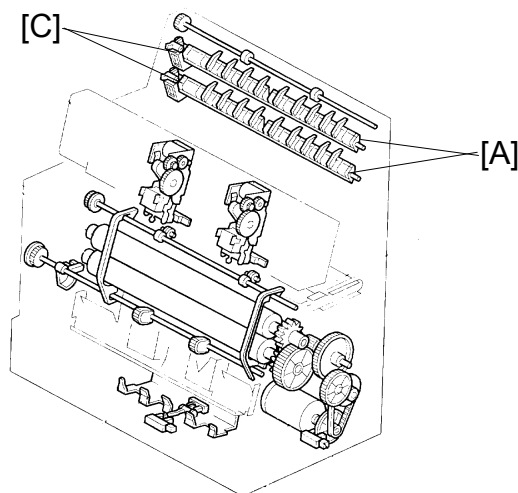
B546D550.PCX



B546D551.PCX



B546D552.PCX



B546D563.PCX

There are two junction gates [A] and three paper sensors [B] at the entrance area of the booklet unit.

Depending on paper size, the appropriate gate solenoid(s) [C] are energized to close the gate(s) in order to transport paper to the positioning plate [D] through a suitable paper path.

This is done for the following reasons:

- To detect the trailing edge of paper with the correct sensor.
- To prevent the leading edge of the next sheet from hitting the trailing edge of the previous sheets on the positioning plate.

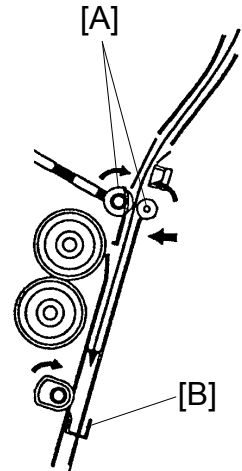
The following tables show the relation between paper sizes and solenoids/sensors:

	A3, 11" x 17"	B4, 11" x 14"	A4, 8 1/2" x 11"
1st Solenoid (Gate)	OFF (Opened)	ON (Closed)	ON (Closed)
2nd Solenoid (Gate)	OFF (Opened)	OFF (Opened)	ON (Closed)

	A3, 11" x 17"	B4, 11" x 14"	A4, 8 1/2" x 11"
Trailing Edge Sensor 1	ON	ON	ON
Trailing Edge Sensor 2	OFF	ON	ON
Trailing Edge Sensor 3	OFF	OFF	ON

2.9 RELAY ROLLER AND POSITIONING PLATE MECHANISM

When the first sheet of paper comes to the booklet unit, the booklet transport motor turns on to drive the relay roller [A]. The two relay rollers are out of contact with each other before the paper comes. When the leading edge of the paper passes trailing edge sensor 1, the relay roller solenoid is energized to make the two relay rollers contact each other to transport the paper to the positioning plate [B]. When the trailing edge of the paper comes to the trailing edge sensor that the paper passes last, the relay roller solenoid is de-energized. This solenoid on/off cycle is done for each sheet of paper.

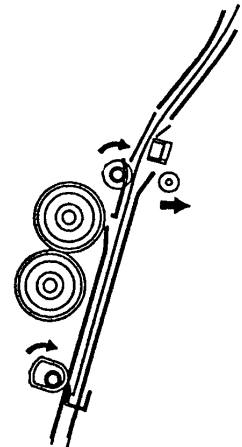


B546D573.PCX

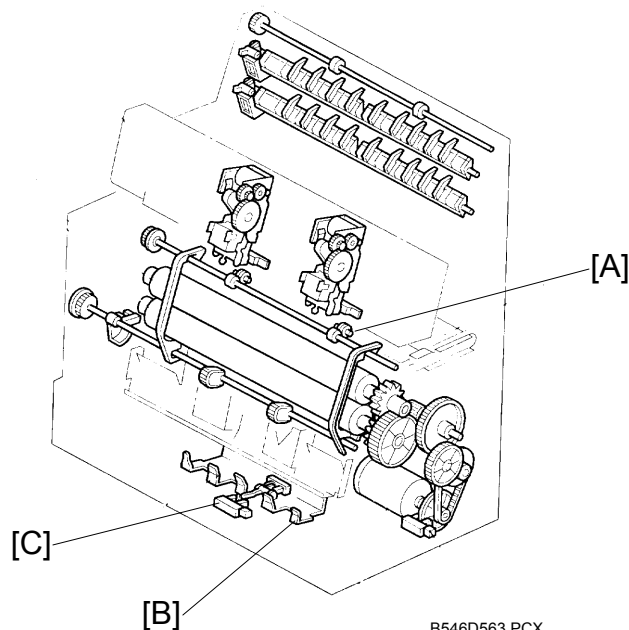
Before paper comes, the positioning plate moves up from the home position to a position that is suitable for the selected paper size in order that the middle of the paper just comes to the stapling position.

The positioning plate motor drives the positioning plate using pulse counts.

Only when the first sheet of paper reaches the positioning plate, the positioning plate sensor [C] detects the paper.

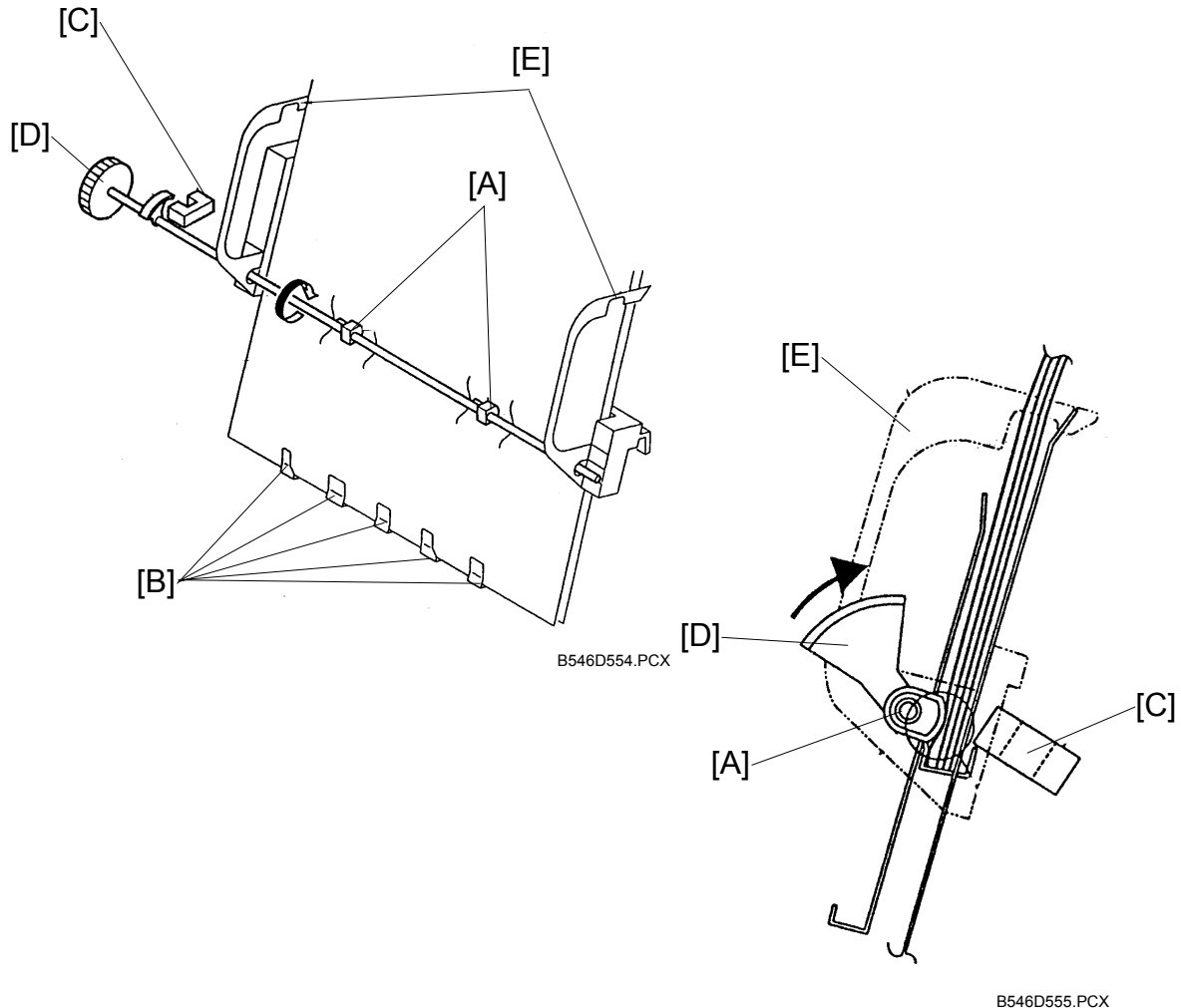


B546D574.PCX



B546D563.PCX

2.10 POSITIONING ROLLER MECHANISM

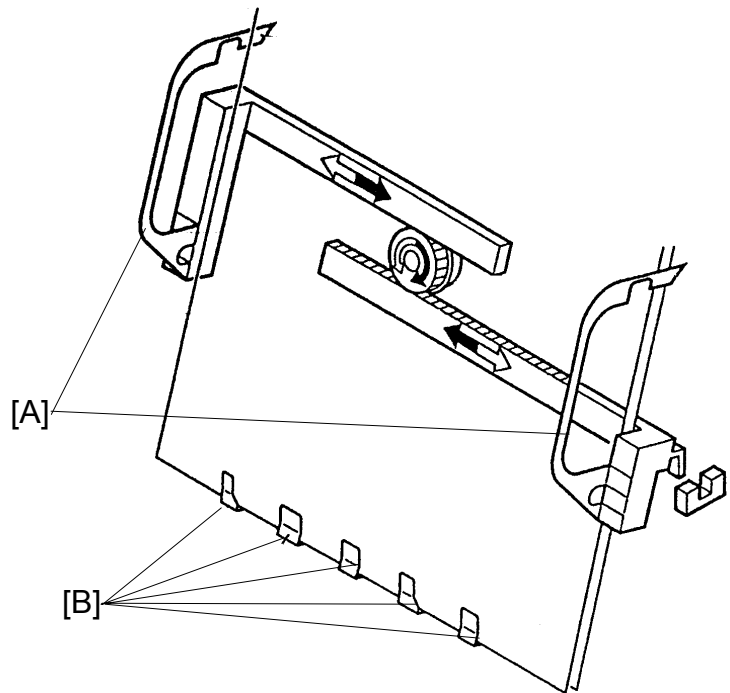


The booklet transport motor also drives the positioning roller [A] to vertically align paper against the positioning plate [B].

The positioning roller is not round but elliptical in shape so that it moves away from the paper while the paper is being horizontally aligned.

The positioning roller sensor [C] detects the actuator [D] on the roller shaft to determine the rotation of the positioning roller. When the sensor is de-actuated, the roller is away from the paper and the jogger fences [E] start moving.

2.11 BOOKLET UNIT JOGGER MOVEMENT MECHANISM



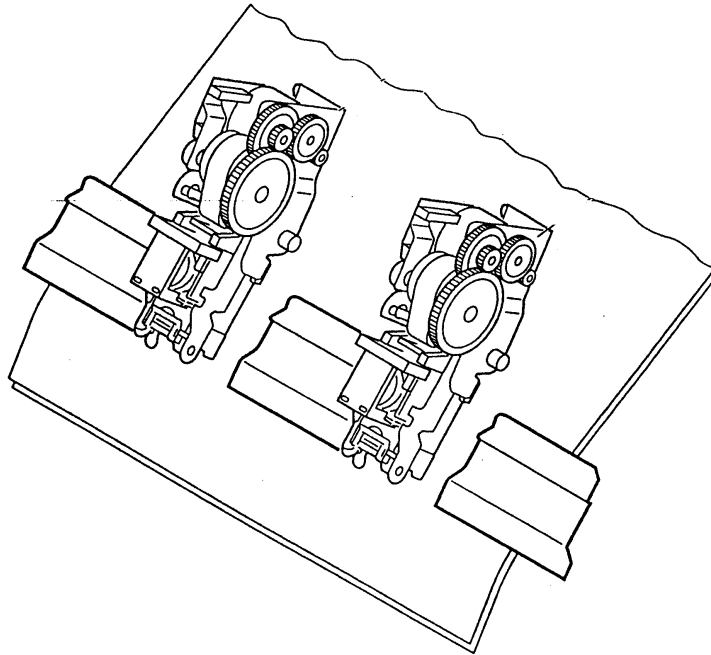
B546D557.PCX

When the start key is pressed, the booklet jogger motor turns on to move the jogger fences [A] to the waiting positions that are 10 mm from each of the paper side edges.

Each time a sheet of paper reaches the positioning plate [B], the jogger fences move toward the paper to align the paper once. The fences move back a short distance and move forward again the paper to align for the second time. Then, the fences go back to the waiting position.

When the last sheet is aligned, the fences stay at the aligning positions during stapling.

2.12 BOOKLET STAPLER UNIT



B546D575.PCX

There are two staplers whose positions are fixed.

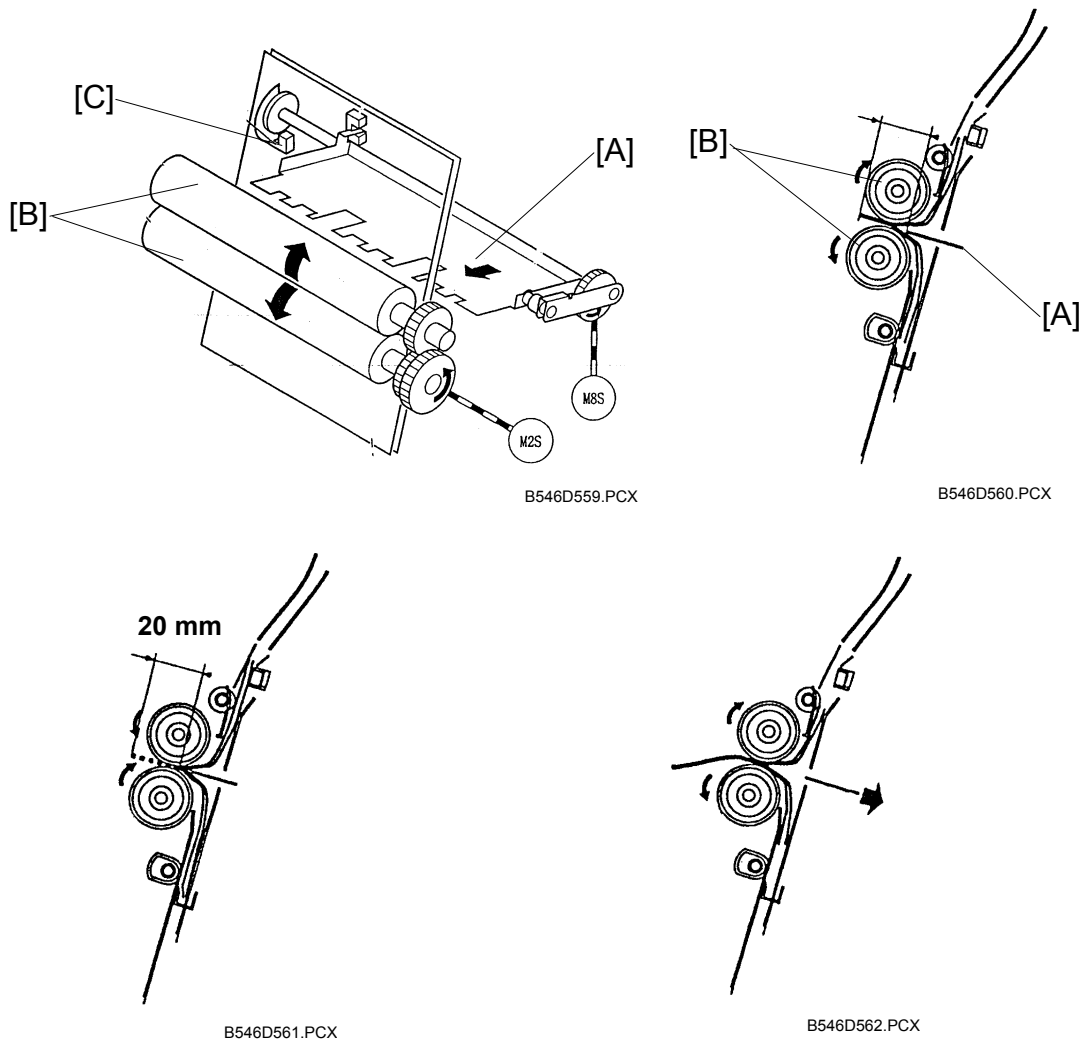
When the jogger fences finish aligning the last sheet, the jogger fences stay at the aligning positions and stapling starts. The two staplers do not operate at the same time, the rear stapler operates first, then the front one. This is for the following reasons:

- To prevent paper from becoming waved in the area between the two stapled positions.
- To minimize necessary electric power.

The staple hammer HP switch in each stapler detects a stapling cycle and the staple end sensor detects the presence of staples in the cartridge.

The stapler unit, including the two staplers, can be pulled out to enable staple cartridge replacement or jam removal. The stapler unit set sensor detects when the stapler unit is back in the right position.

2.13 PAPER FOLDER MECHANISM



The positioning plate moves down from the stapling position to a position such that the middle of the paper just comes to the folding position. It depends on the paper size.

At the same time, the shutter guide motor moves the shutter guide, which is covering the folder rollers to prevent paper arriving at the positioning plate from being caught by the rollers, down to the home position.

Shortly after that, the folder plate motor and the folder roller motor start rotating. The folder plate [A] moves to push the middle of the stapled sheets of paper toward the folder rollers [B] until the folder plate return sensor [C] is de-actuated. Then, the folder plate comes back to the home position.

After that, the folder rollers and booklet exit roller feed the paper to the booklet tray.

In the case of 10 sheets or more of A4 or 8 1/2" x 11" paper, folding is done twice for 20 mm of the leading edge to fold the paper more firmly.

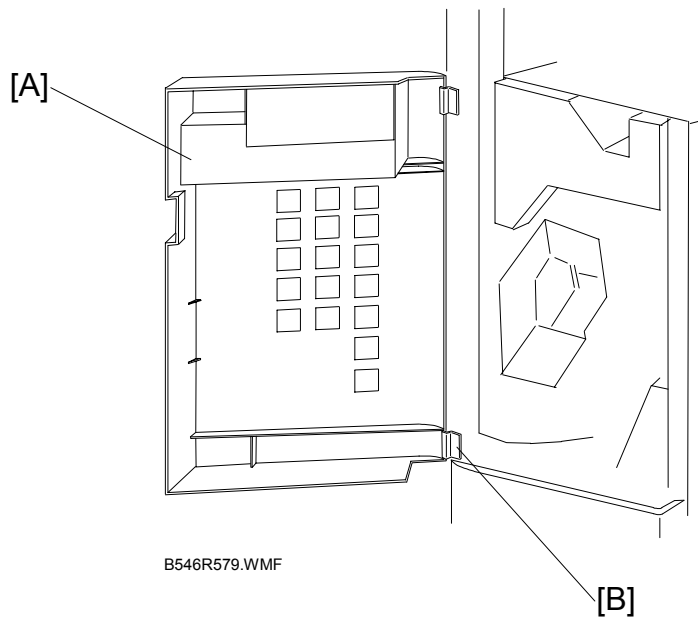
When the leading edge of the folded paper passes 20 mm from the folder rollers, the folder roller motor reverses to feed the paper back 20 mm. During this action, the folder plate stays at the return position. (Figure B546D561)

Then, the folder roller motor rotates forward again to feed the set of papers out and the folder plate goes back to the home position. (Figure B546D562)

3. REPLACEMENT AND ADJUSTMENT

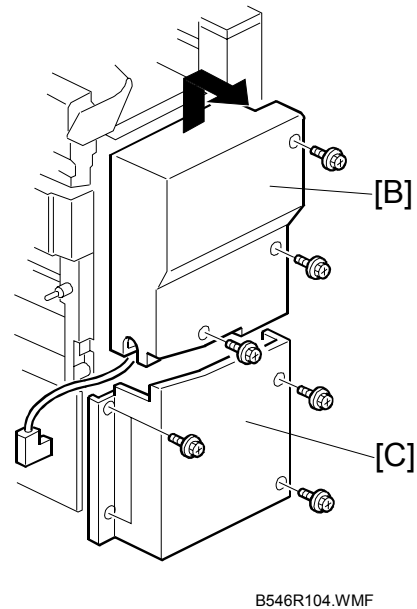
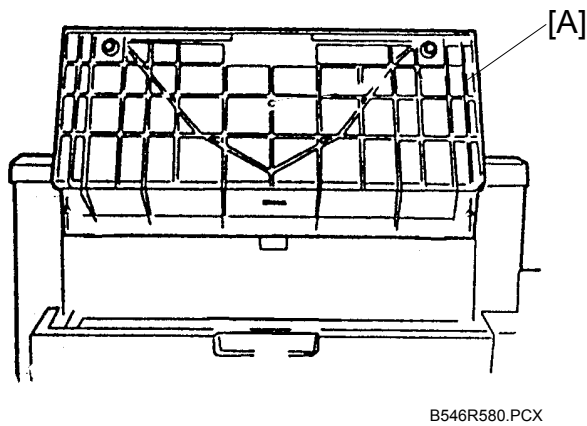
3.1 REMOVAL

3.1.1 UPPER DOOR



1. Open the upper door [A].
2. Remove the lower hinge [B] (⚙️ x1).
3. Push up the upper door and remove it.

3.1.2 UPPER REAR COVER

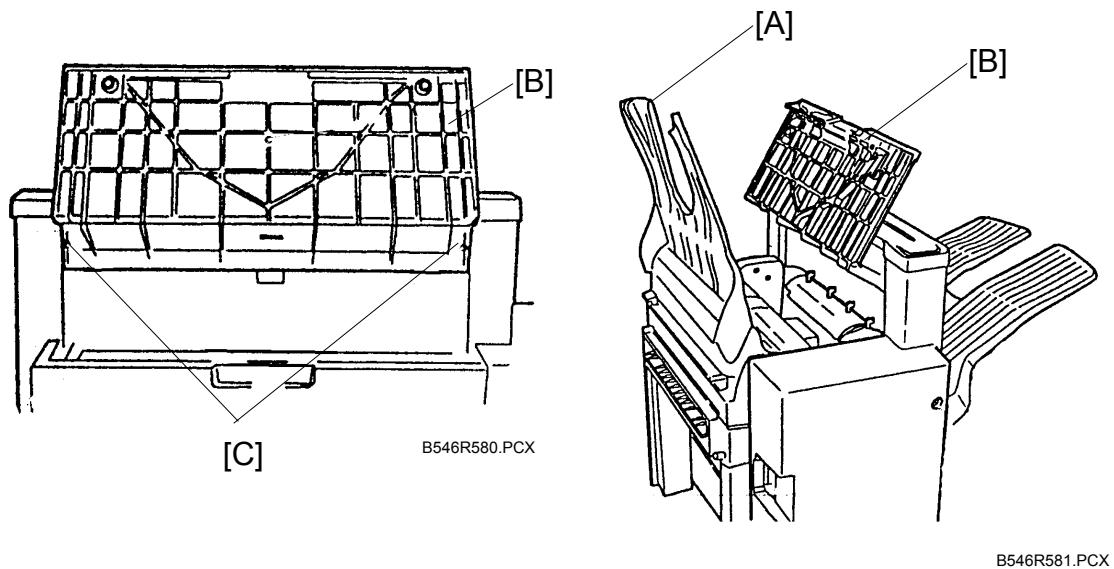


1. Hold up the proof tray and open the top cover [A].
2. Unhook the upper rear cover [B] and remove it (⚙ x3).

3.1.3 LOWER REAR COVER

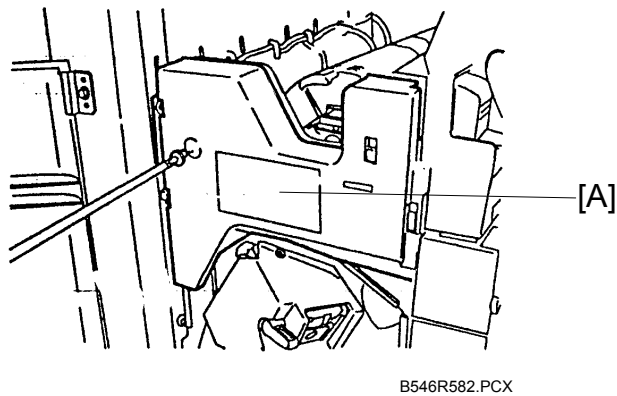
1. Remove the lower rear cover [C] (⚙ x4).

3.1.4 TOP COVER



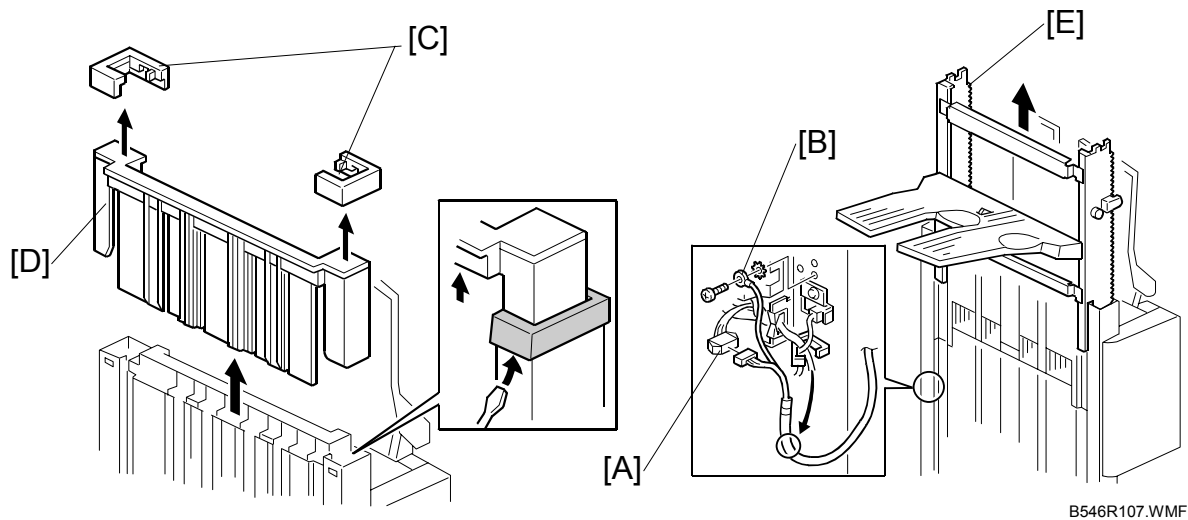
1. Hold up the upper tray [A] and open the top cover [B].
2. Push the hooks [C] of the top cover and remove it.

3.1.5 UPPER INNER COVER



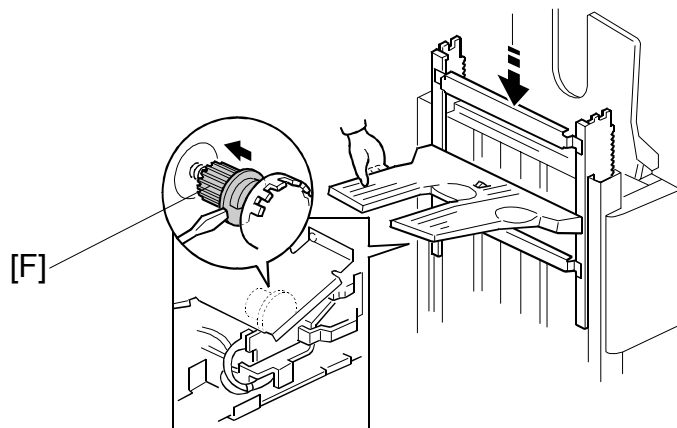
1. Open the upper door.
2. Remove the upper inner cover [A] (1 x 1).

3.1.6 SHIFT TRAY UNIT



B546R106.WMF

B546R107.WMF

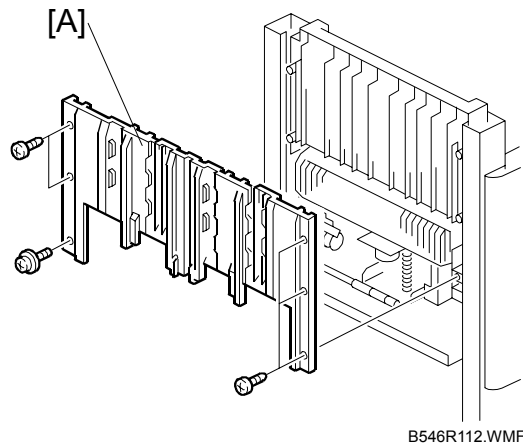


B546R108.WMF

1. Remove the upper and lower rear covers.
2. Disconnect the connector [A] and remove the grounding wire [B] (⚙ x 1).
3. Unhook the two stoppers [C] and remove them.
4. Remove the slide guide [D] by pulling it up.
5. Remove the shift tray unit [E] by pulling it up.

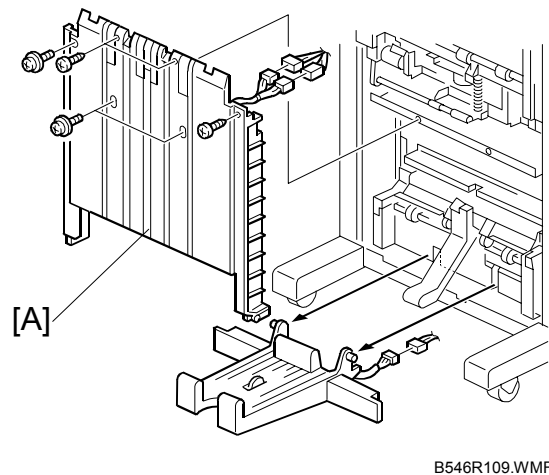
NOTE: When reinstalling the shift tray unit, release the clutch gear [F] of the tray lift motor by carefully inserting a screwdriver.

3.1.7 UPPER SHIFT GUIDE



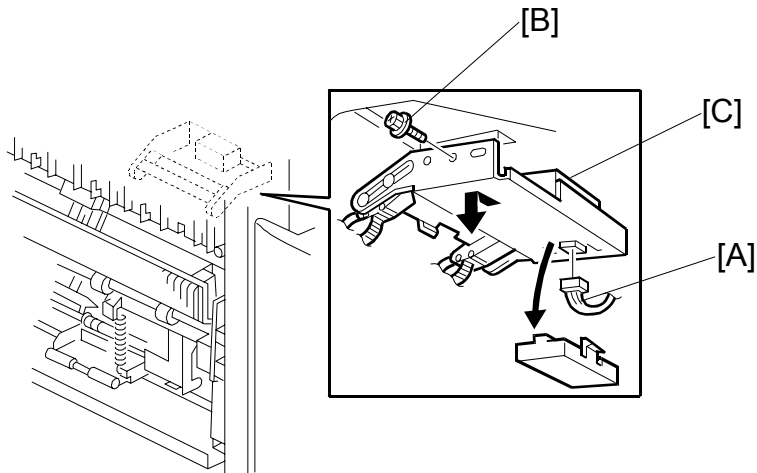
1. Remove the slide guide and shift the shift tray unit down by releasing the clutch gear of the tray lift motor (see Shift Tray Unit Removal).
2. Remove the upper shift guide [A] (⌘ x 6 (5 x M4, 1 x M3)).

3.1.8 LOWER SHIFT GUIDE

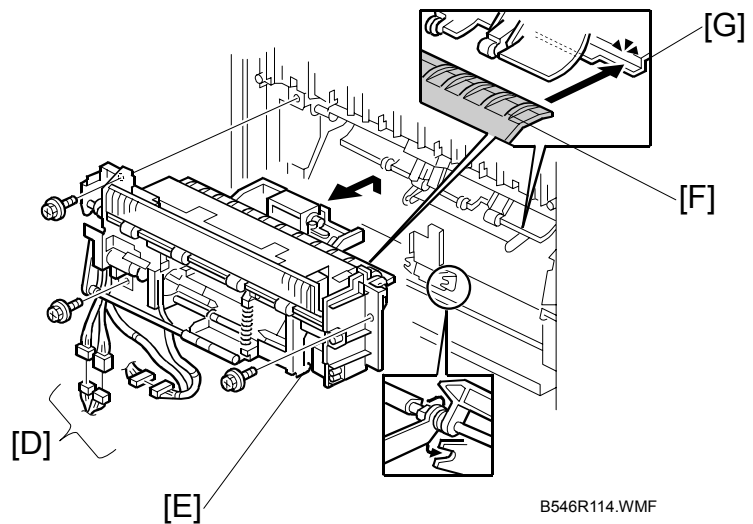


1. Remove the shift tray unit.
2. Remove the lower shift guide [A] (⌘ x 2, ⌘ x 6 (3 x M4, 3 x M3)).

3.1.9 EXIT UNIT



B546R113.WMF

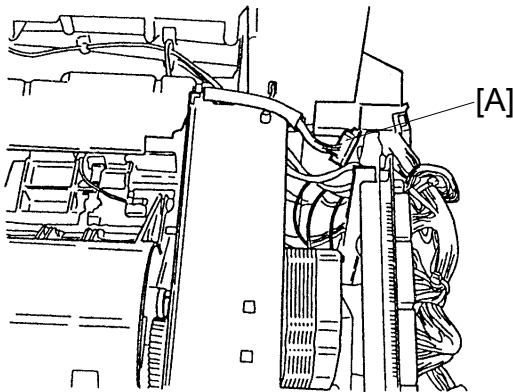


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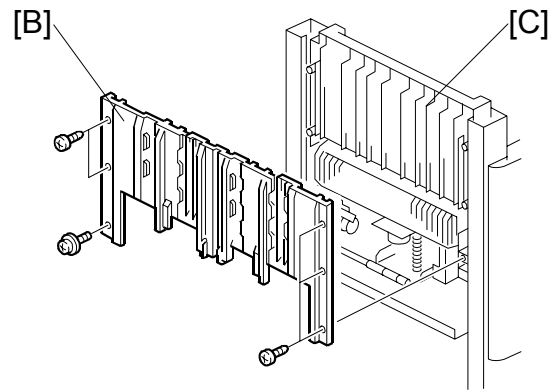
1. Remove the shift tray unit, and the upper and lower shift guides.
2. Disconnect the connector [A] and remove the screw [B] that secures the transport belt unit [C].
3. Disconnect [D] (⌘ x4).
4. Hold up the exit unit [E] and remove it with the transport belt unit (⌘ x 3, 1 clamp).

NOTE: When installing the exit unit, make sure to position the exit unit guide plate (black) [F] over the transport guide plate [G].

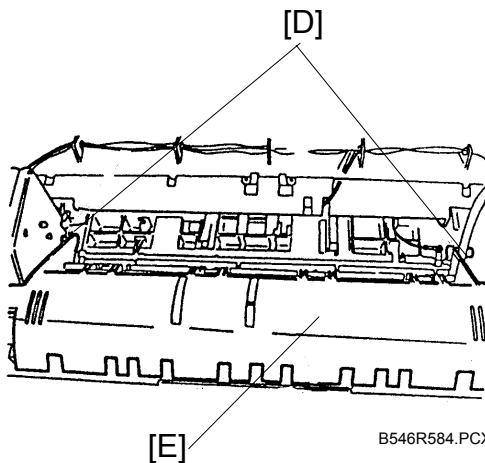
3.1.10 BUFFER ROLLER UNIT



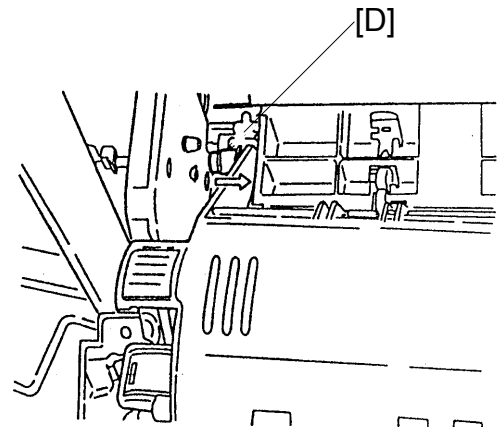
B546R583.PCX



B546R112.WMF



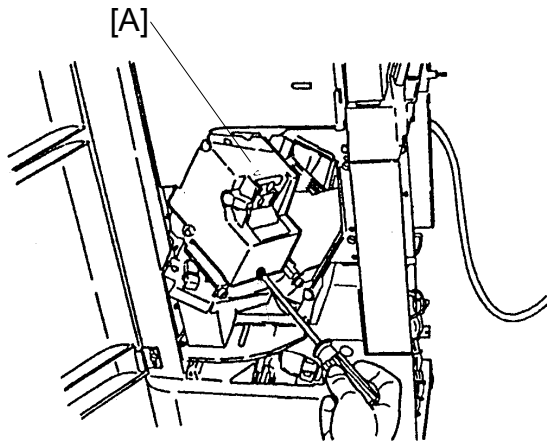
B546R584.PCX



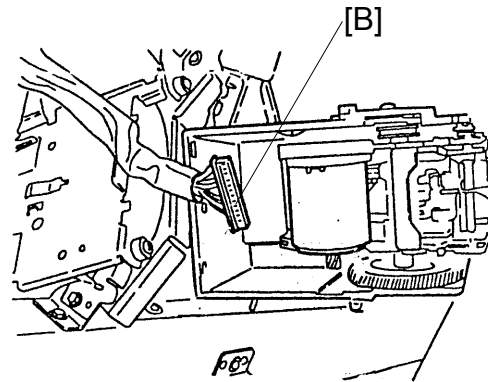
B546R585.PCX

1. Remove the upper rear cover and the top cover.
2. Disconnect the connector [A].
3. Remove the upper shift guide [B] (⌀ x 6) and the guide holder [C] (⌀ x 2).
4. Unhook the shafts [D], and remove the buffer roller unit [E] (2 clamps).

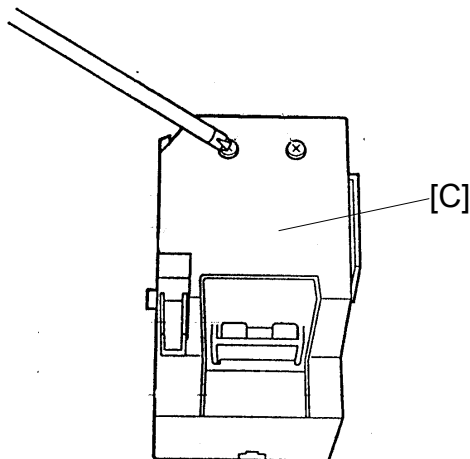
3.1.11 STAPLER



B546R586.PCX



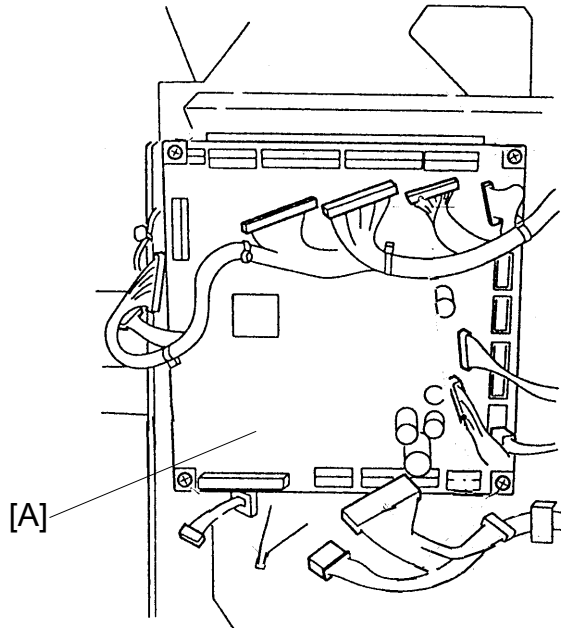
B546R587.PCX



B546R588.PCX

1. Open the upper front door.
2. Slide the stapler [A] towards the front.
3. Remove the stapler (⚙ x 1, 📄 x 1 [B]).
4. Remove the cover [C] from the stapler (⚙ x 2).

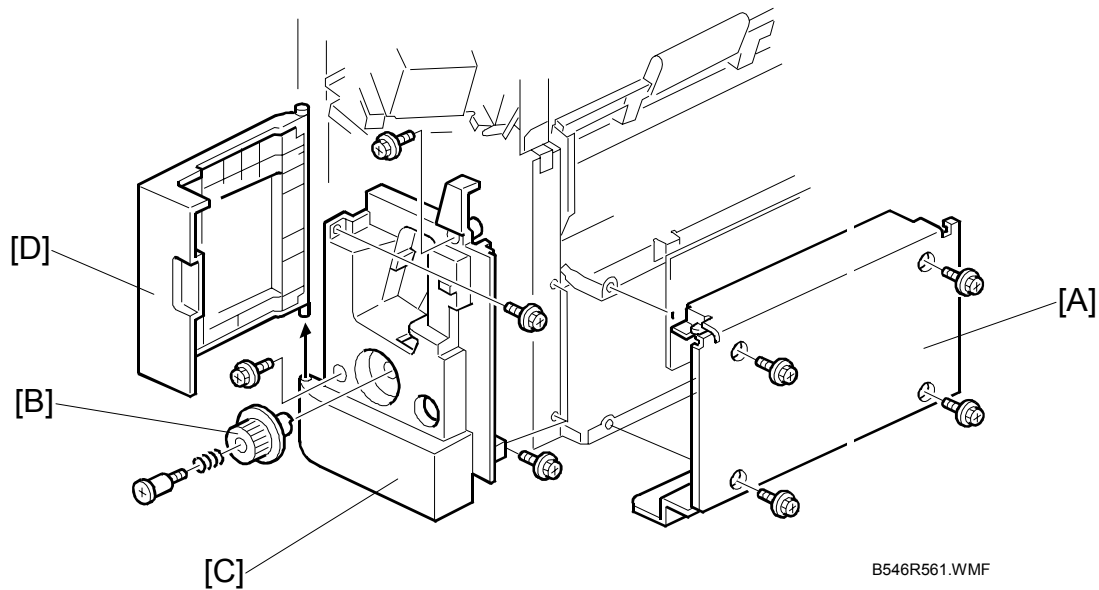
3.1.12 FINISHER BOARD



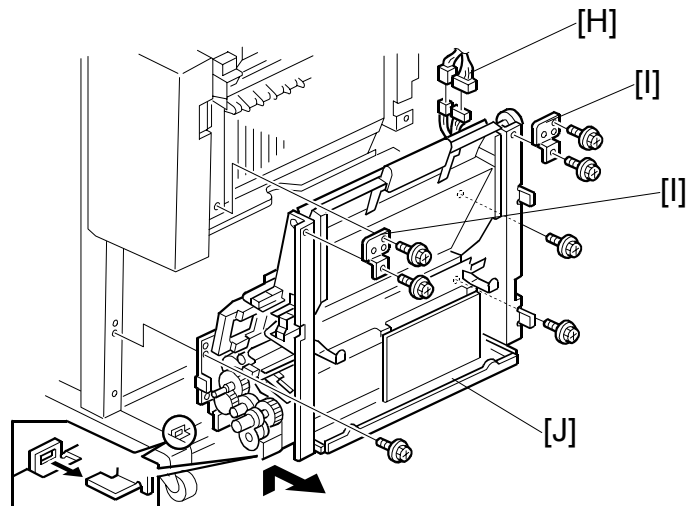
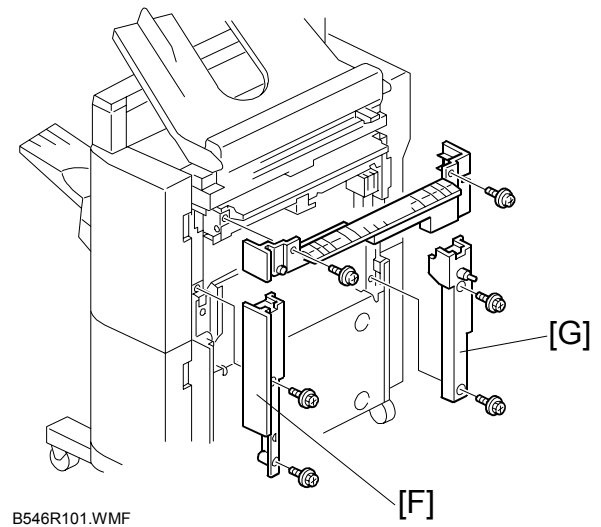
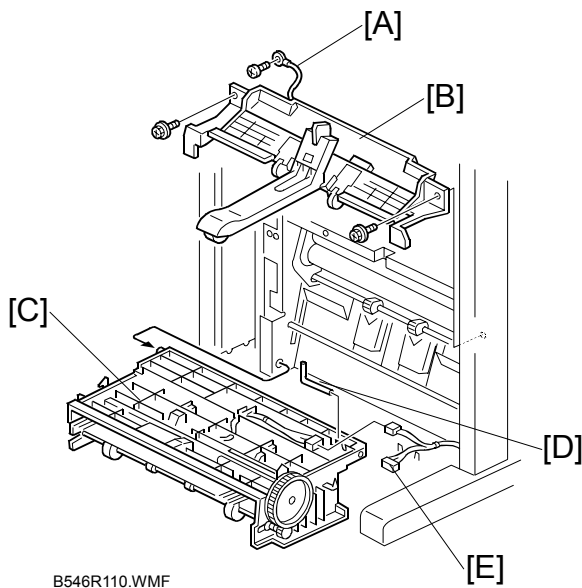
B546R589.PCX

1. Remove the upper rear cover.
2. Remove the finisher board [A] (⚙ x 4, 📏 x 19).
3. Do the following adjustments after replacing the board:
 - Shift tray height
 - Jogger fence position
 - Stapling position
4. If you need to release the setting for the maximum number of stacks allowed on the shift tray in the staple mode, set DIP S3 No.5 to ON.

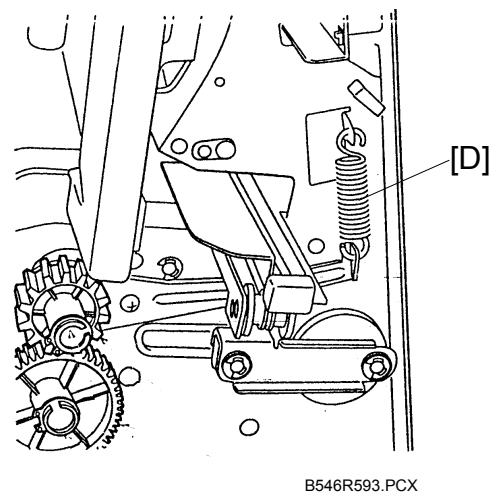
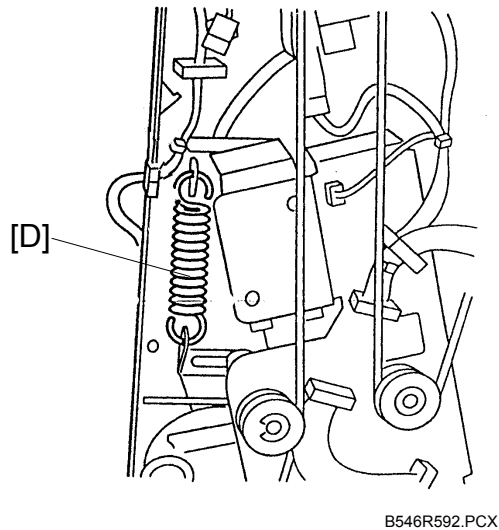
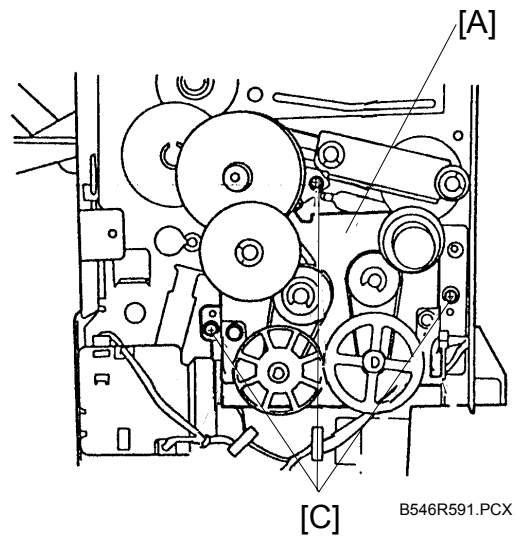
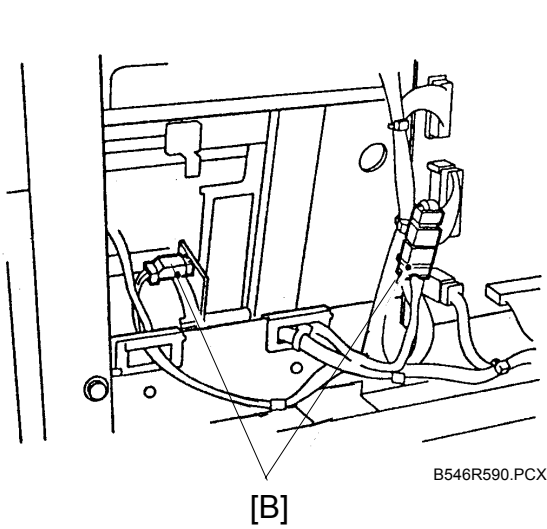
3.1.13 BOOKLET UNIT



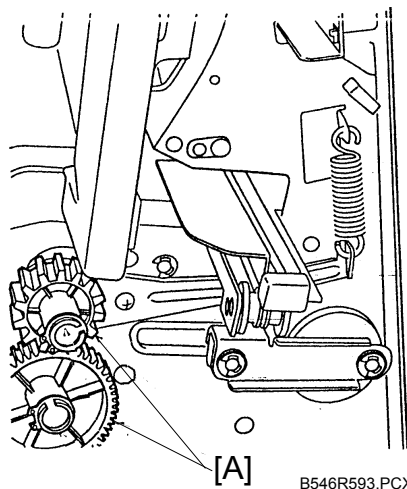
1. Remove the following items.
 - Upper and lower rear covers.
 - Shift tray unit.
 - Lower shift guide.
2. Remove the lower right cover [A] (⌀ x 4).
3. Remove the folder roller knob [B] (⌀ x 1 stepped).
4. Remove the lower inner cover [C] and lower door [D] (⌀ x 5).



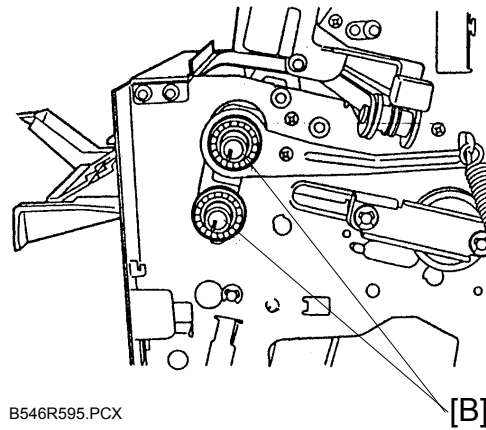
5. Remove the grounding wire [A] (⚡ x 1) and upper booklet exit guide [B] (⚡ x 2).
6. Open the lower booklet exit guide [C] and remove it (1 L-pin [D], ⚡ x 2 [E]).
7. Remove the right front and right rear covers [F , G] (⚡ x 2 ea.).
8. Disconnect the two connectors [H].
9. Remove the two joints [I] and then pull out the booklet unit [J] from the right side (⚡ x 3).

3.1.14 FOLDER ROLLERS

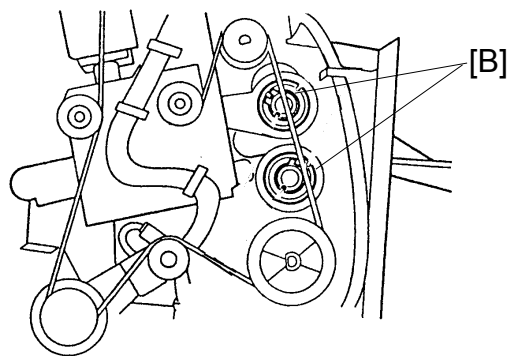
1. Remove the booklet unit
2. Remove the drive unit [A] (⌘ x 4) [B], (⌘ x 3), [C]).
3. Remove the front and rear tension springs [D].



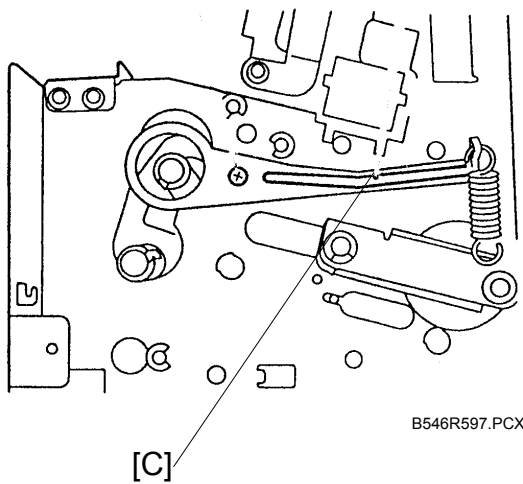
B546R593.PCX



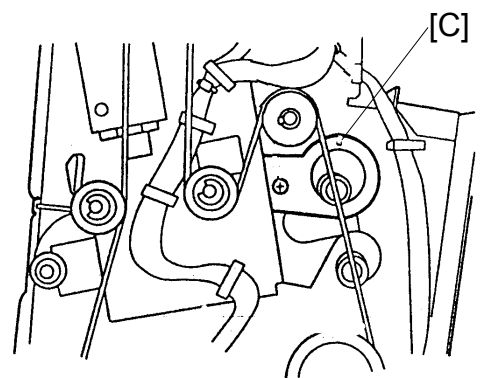
B546R595.PCX



B546R596.PCX

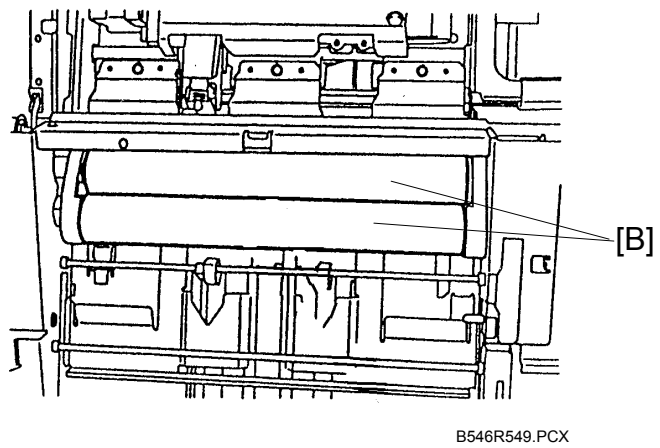
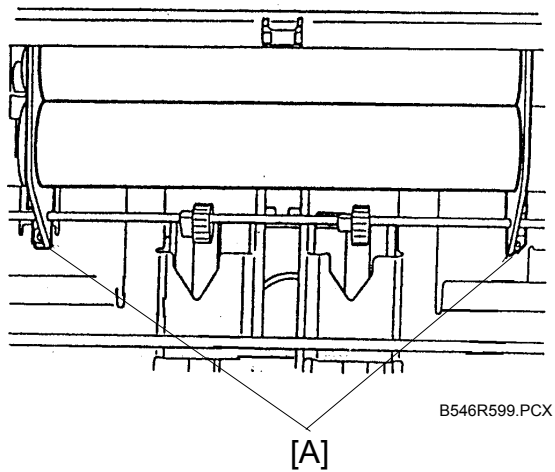


B546R597.PCX

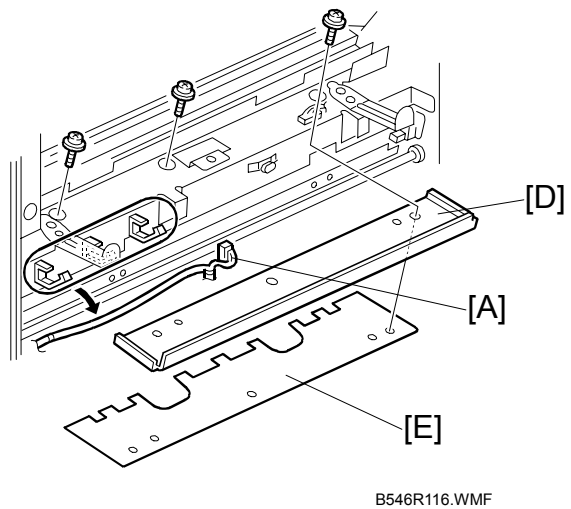
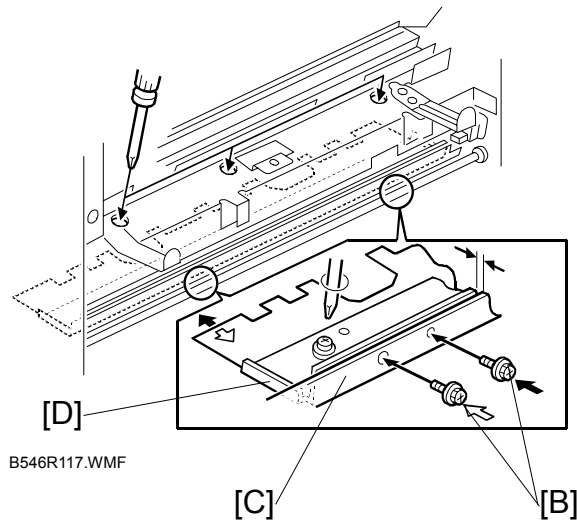


B546R598.PCX

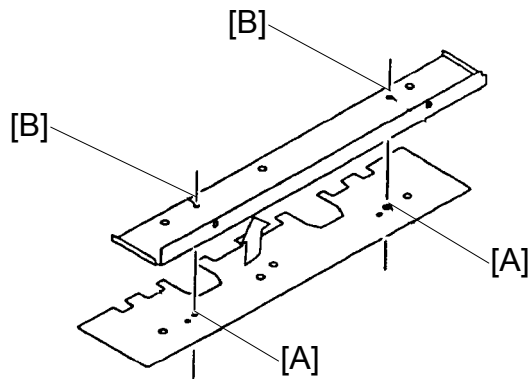
4. Remove the gears [A] and ball bearings [B] (4 C-rings).
5. Remove the front and rear tighteners [C] (1 x 1 stepped ea.).



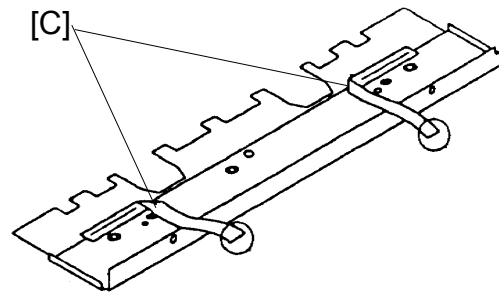
6. Remove the jogger plates [A] (1 x 1 ea.).
7. Slide the folder rollers [B] to the front and remove them.

3.1.15 FOLDER PLATE**Removal**

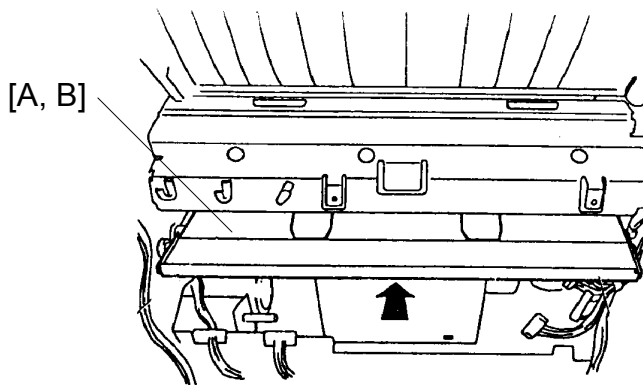
1. Remove the following items
 - Lower right cover (see "Booklet Unit Removal")
 - Folder roller knob (see "Booklet Unit Removal")
 - Lower door and lower inner cover (see "Booklet Unit Removal")
 - Booklet board
2. Release the harness [A] from the clamps.
3. Insert two positioning screws [B] in the holes provided in the folder table [C].
4. Tighten the screws until the ends touch the securing plate [D] for the folder plate.
5. Remove the folder plate [E] and the securing plate (⌀ x 3).

Reinstalling

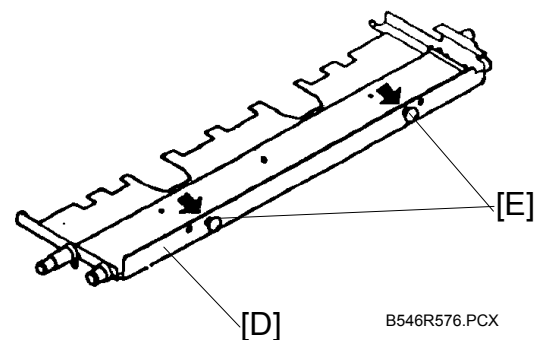
B546R575.PCX



B546R578.PCX



B546R577.PCX

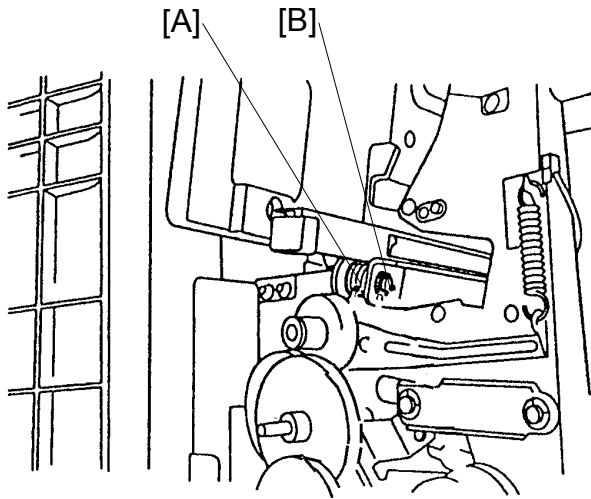


B546R576.PCX

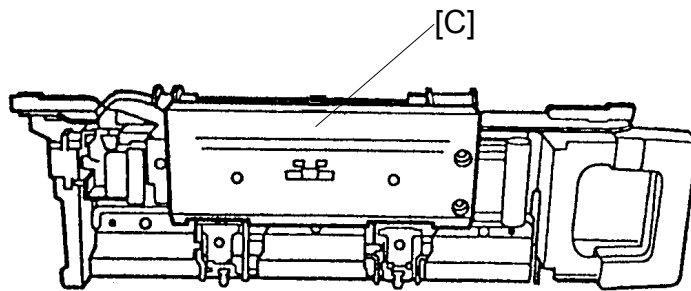
1. Line up the two small holes [A] in the folder plate with the two small protrusions on the bottom of the securing plate [B]. Then, push the two protrusions through the holes.
 Note: Be sure that the three screw holes are also lined up.
2. Temporarily fix the two plates together by attaching two strips of electrical tape [C] along the line where they meet (see the illustration).
NOTE: 1) Be sure to fold the two strips back toward you so that they can easily be removed.
 2) Be careful not to attach the tape too close to the three screw holes.
3. Reattach the two plates [A, B] to the folder table [D] (⌀ x 3).
NOTE: Tighten these three screws while holding the securing plate against the two positioning screws [E] that were installed in step 3 of the "Removal" procedure.
4. Remove the two strips of tape.

3.1.16 BOOKLET STAPLER UNIT

Removal

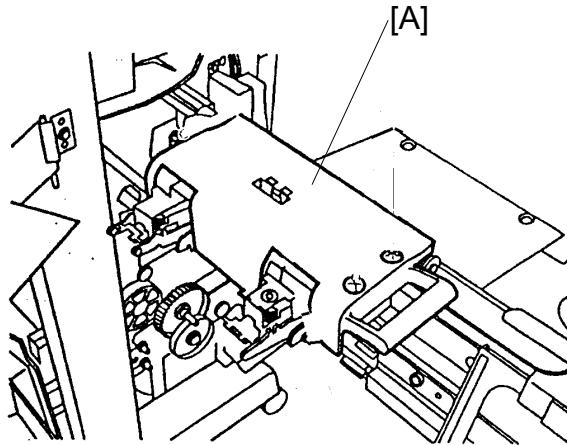


B546R562.PCX

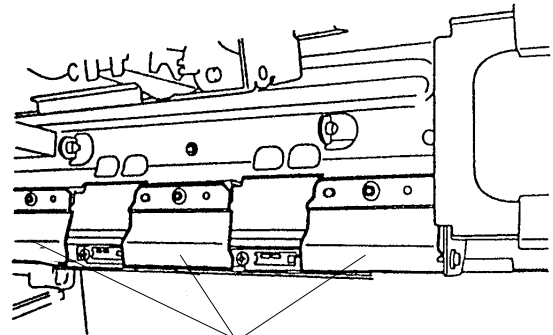


B546R563.PCX

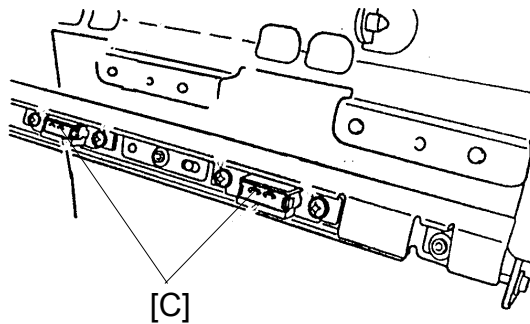
1. Remove the lower door and inner cover (see “Booklet Unit Removal”).
2. Remove the guide roller [A] and shaft [B] (1 E-ring).
3. Pull out the booklet stapler unit [C].



B546R564.PCX



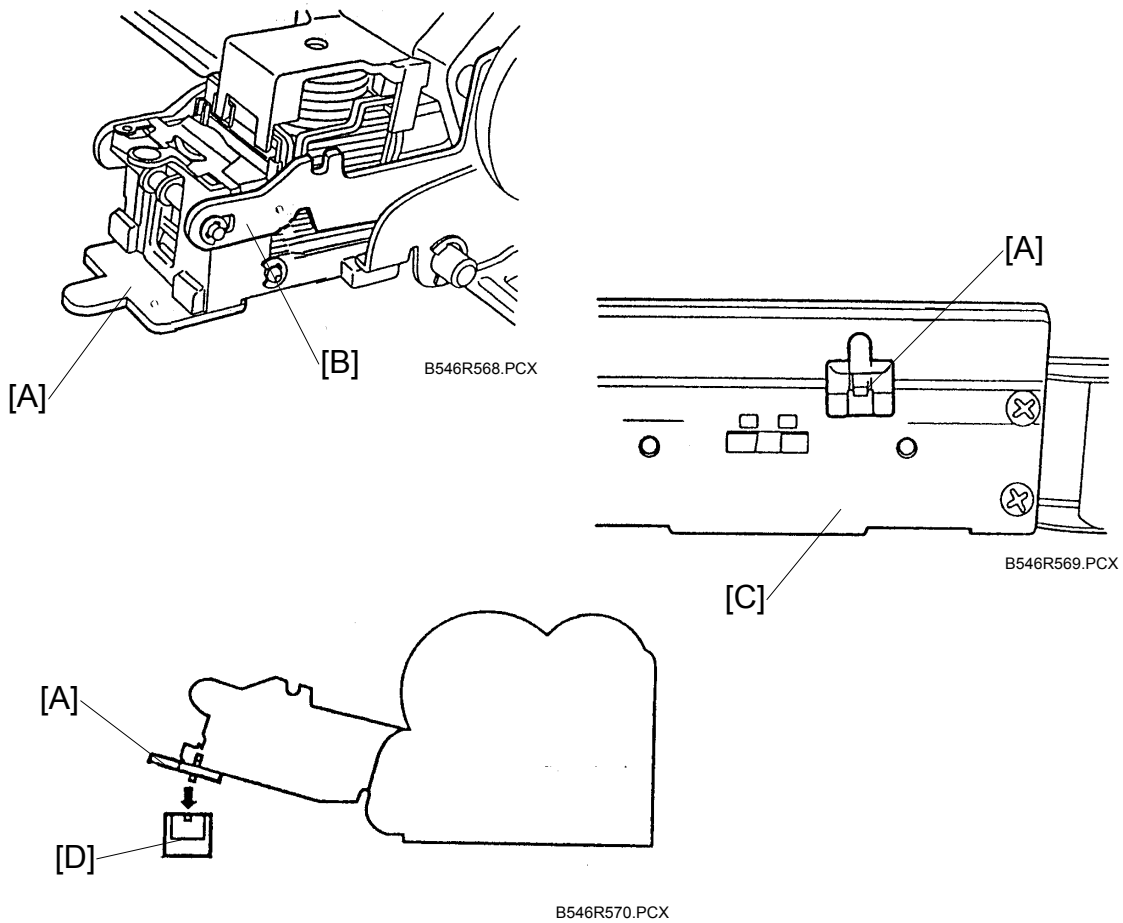
B546R565.PCX



B546R567.PCX

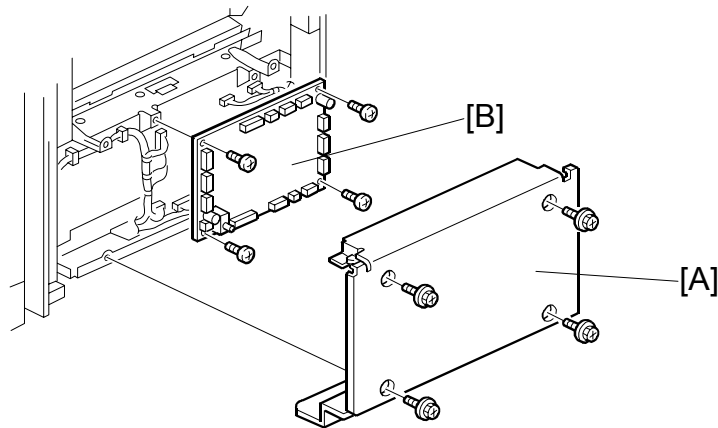
Adjustment

1. Remove the booklet stapler cover [A] (⌘ x 3).
2. Remove the three paper guides [B] (⌘ x 1 ea.).
3. Loosen the two screws on each of the anvils [C].



4. Insert the anvil positioning plate [A] into the staple slot of the stapler [B].
NOTE: The anvil positioning plate is stored in the booklet stapler cover [C].
5. Rotate the gear to move down the stapler. Then align the anvil positioning plate and the anvil [D]. Then secure the anvils (⌘ x 2 ea.).

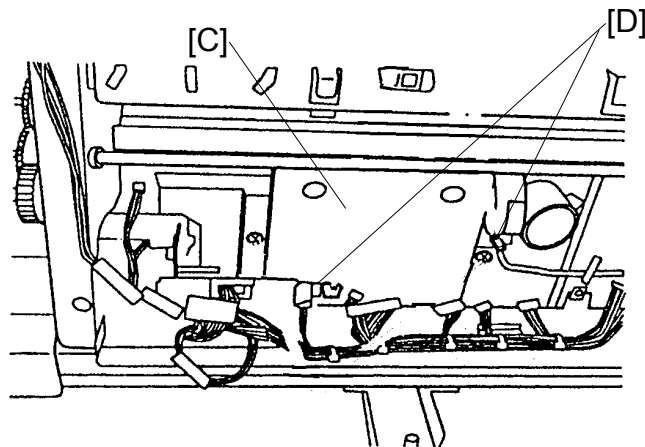
3.1.17 BOOKLET BOARD



B546R115.WMF

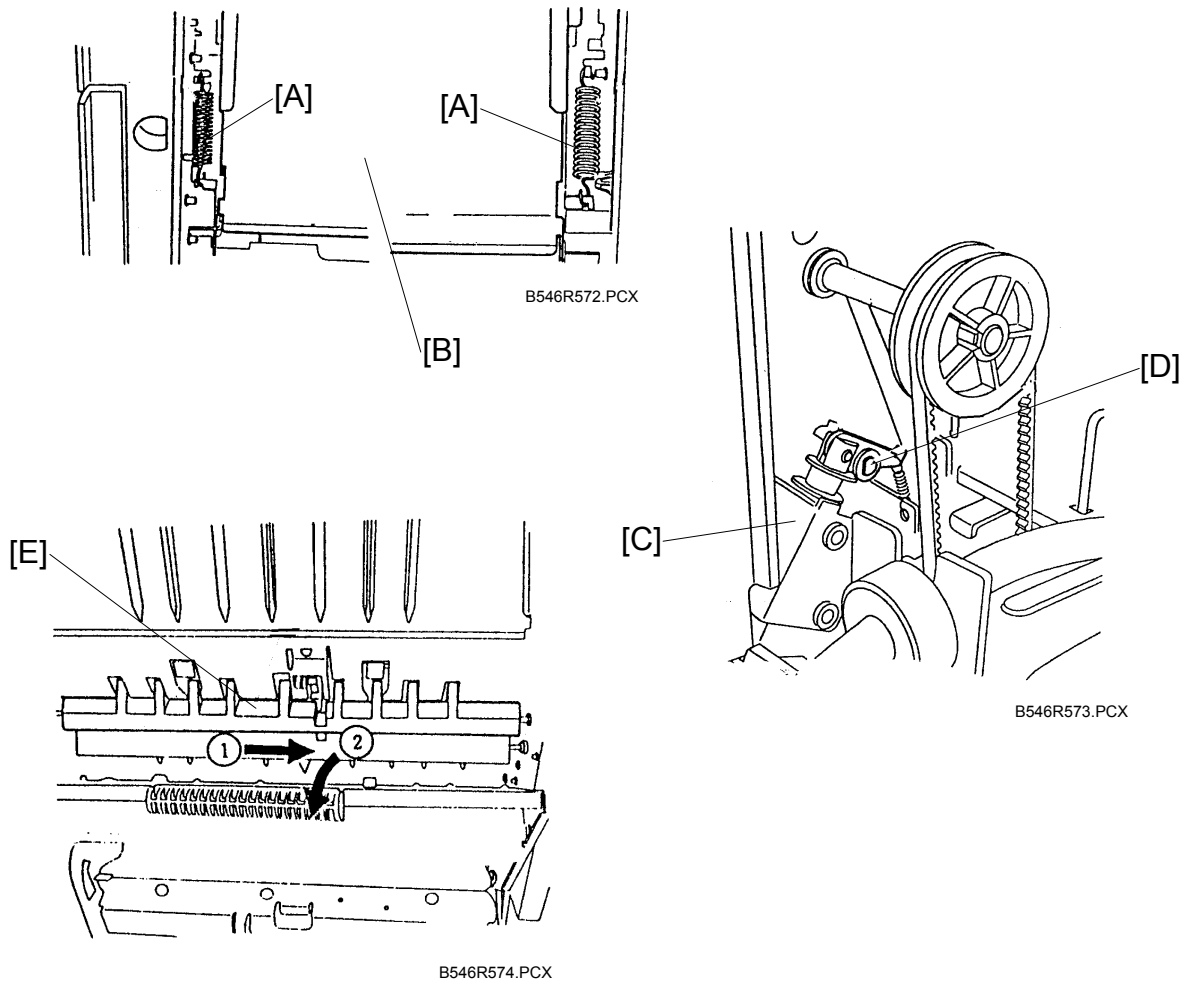
1. Remove the lower right cover [A] (⚙ x 4).
2. Remove the booklet board [B] (⚙ x 4, 📐 x 14).
NOTE: After replacing the board, adjust the booklet stapling position.

3.1.18 POSITIONING PLATE UNIT



B546R571.PCX

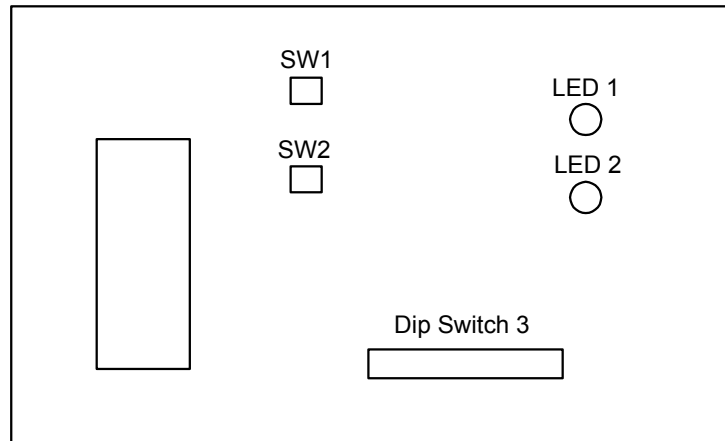
1. Remove the booklet board (⚙ x 4, 📐 x 14).
2. Slide the paper positioning unit [C] to the right and remove it (⚙ x 2, 📐 x 2 [D]).

3.1.19 1ST AND 2ND BOOKLET UNIT GATES

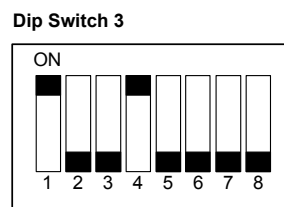
1. Remove the upper and lower rear covers.
2. Release the two tension springs [A] of the booklet entrance guide [B].
3. Remove the booklet unit gate solenoids [C] (⌘ x 1, 1 spring each).
4. Pull out the link of the solenoid [D].
5. Remove the booklet unit gates [E].

3.2 ADJUSTMENT

3.2.1 SHIFT TRAY HEIGHT



B546R550.WMF

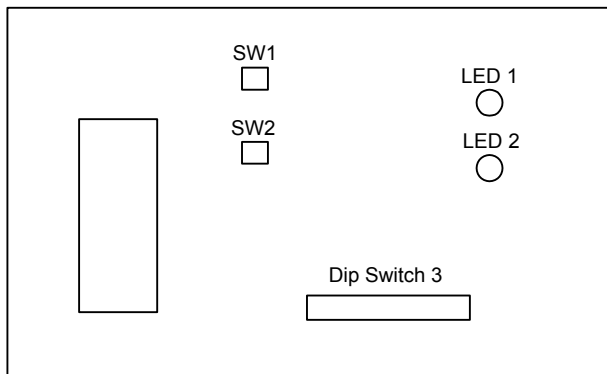


B546R551.WMF

After replacing the finisher board or shift tray height sensor, always do this adjustment.

1. Remove the upper rear cover.
2. Turn on dip switches 3 -1 and -4 on the finisher board.
3. Put blank paper (A4/8 1/2" x 11") on the shift tray.
4. Press switch 1 (SW1) on the finisher board.
The finisher automatically adjusts the shift tray height when switch 1 is pressed.
 - After performing the adjustment, the shift tray will return to home position.
 - During the adjustment, LED 1 flashes. After performing the adjustment, LED 1 turns on and remains on.
 - If the automatic adjustment fails, the finisher stops and LED 1 turns off.
5. Turn off dip switches 3 -1 and -4, then turn off the copier main switch.

3.2.2 JOGGER FENCE POSITION

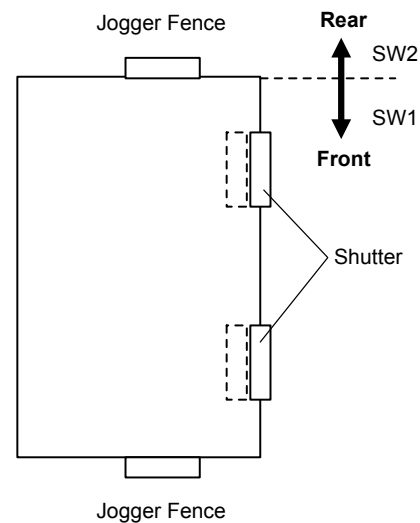


B546R550.WMF

Dip Switch 3



B546R552.WMF



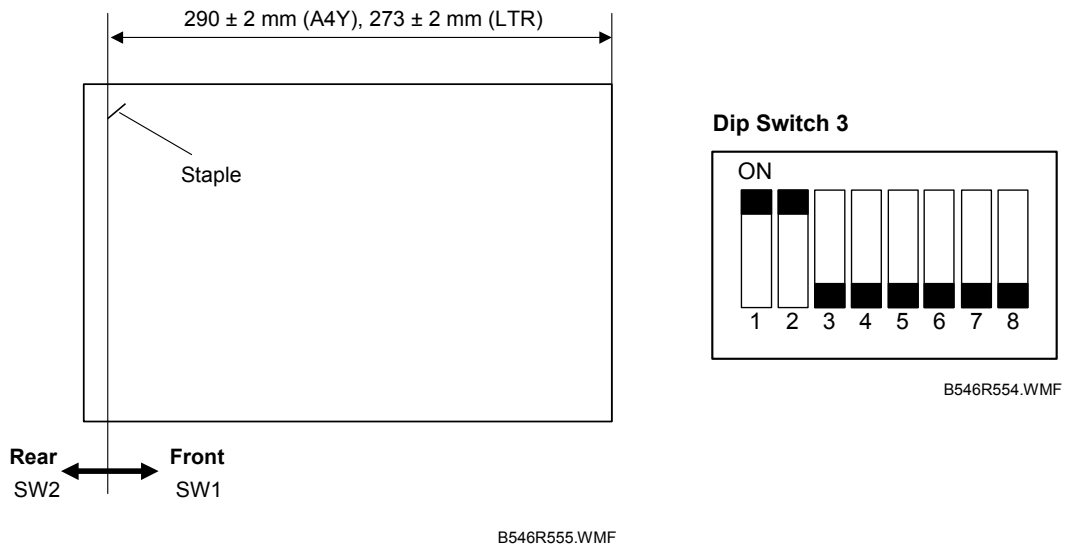
B546R553.WMF

After replacing the finisher board or if a paper alignment fault occurs, do this adjustment.

Doing this adjustment once will affect all paper sizes.

1. Remove the upper rear cover.
2. Turn on dip switch 3-1 on the finisher board.
3. Press the following switch on the finisher board.
Using A4: Switch 1 (SW1)
Using 8 1/2" x 11": Switch 2 (SW2)
 - After pressing the switch, the upper exit unit will open and the jogger fences will move to the A4 or 8 1/2" x 11" position.
4. Place 10 sheets of A4/8 1/2" x 11" paper between the jogger fences and push them until they touch the shutters.
5. Adjust the jogger fence position by pressing switch 1 or 2.
 - Switch 1: Move to the front (0.35 mm/press)
 - Switch 2: Move to the rear (0.35 mm/press)
6. Press switches 1 and 2 simultaneously to store the adjustment data.
 - After pressing the switches, the upper exit unit will close.
7. Turn off dip switch 3-1, then turn off the copier main switch.

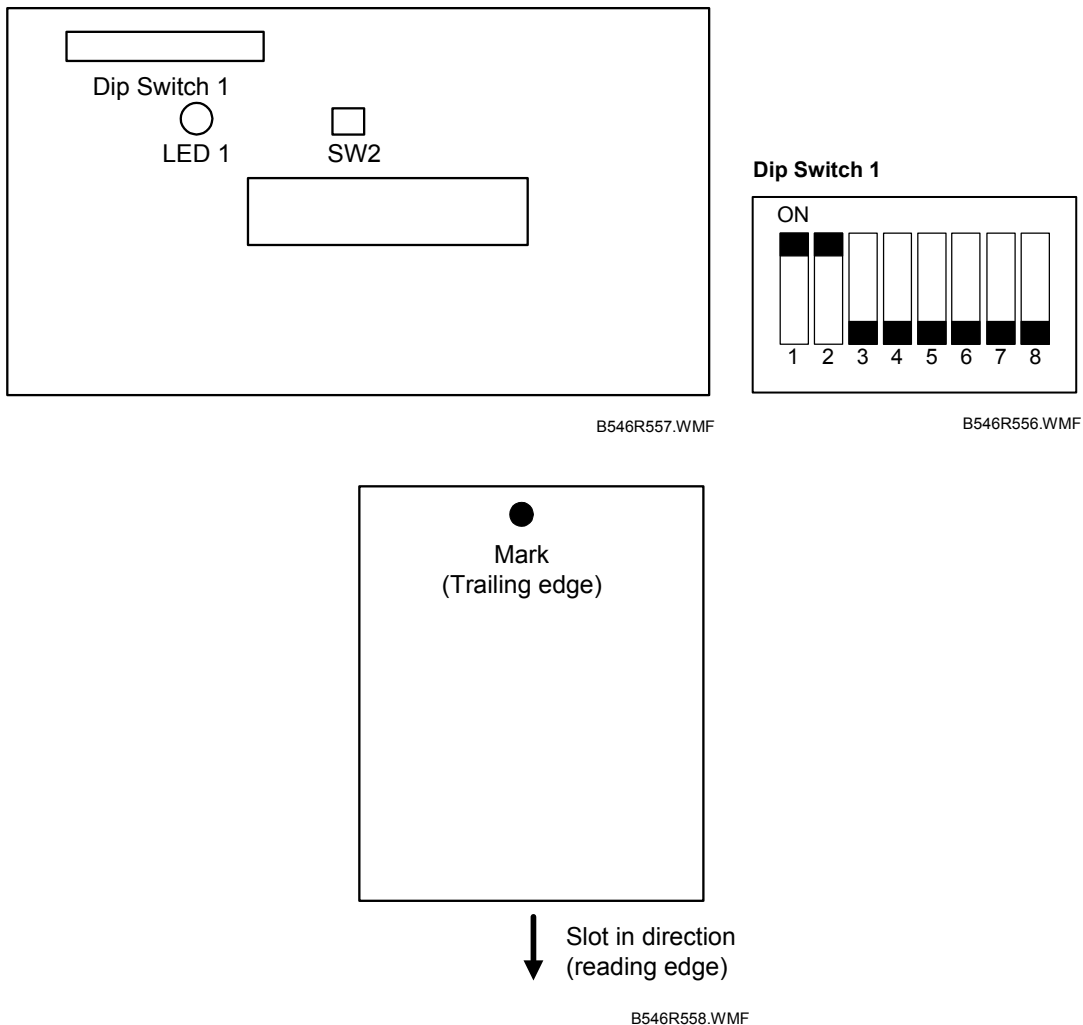
3.2.3 STAPLING POSITION



After replacing the finisher board, do this adjustment. Doing this adjustment once will affect all paper sizes and all stapling positions.

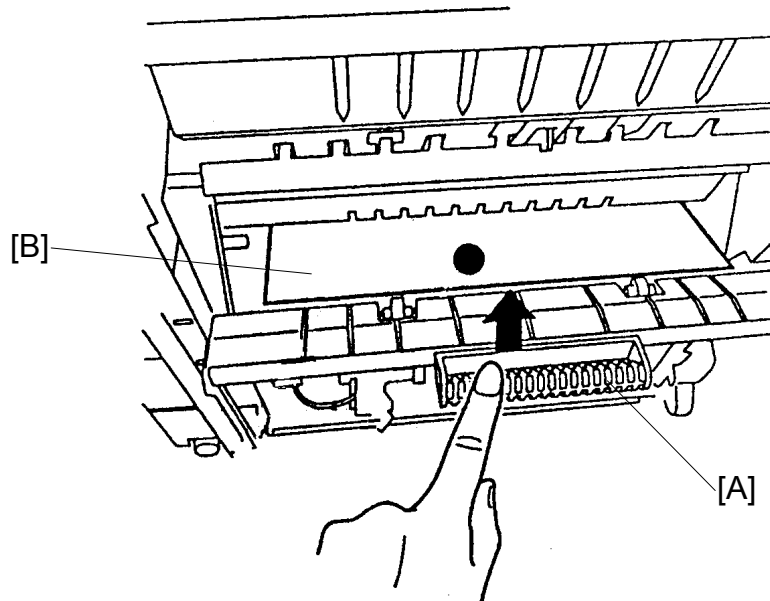
1. Remove the upper rear cover.
2. Turn on dip switches 3 -1 and -2 on the finisher board.
3. Press the following switch on the finisher board.
 Using A4: Switch 1 (SW1)
 Using 8 1/2" x 11": Switch 2 (SW2)
 - After pressing the switch, the upper exit unit will open and the transport belt will rotate.
4. Within five seconds after pressing the switch, place one sheet of A4/8 1/2" x 11" paper between the jogger fences and push it until it touches the shutter. When the staple tray paper sensor detects the paper, the stapler will staple (rear, 1 point).
5. Take out the stapled paper manually and check the staple position.
 Staple position: Good → Turn off dip switches 3 -1 and -2 to end the procedure.
 Staple position: No good → Change the staple position by doing the following steps.
6. Adjust the staple position by pressing switch 1 or 2.
 Switch 1: Move the front (0.3 mm/press)
 Switch 2: Move to the rear (0.3 mm/press)
7. Press switches 1 and 2 simultaneously to store the adjustment data. After pressing the switches, check the staple position again.
8. Turn off dip switches 3 -1 and -2, then turn off the copier main switch.

3.2.4 BOOKLET STAPLING POSITION



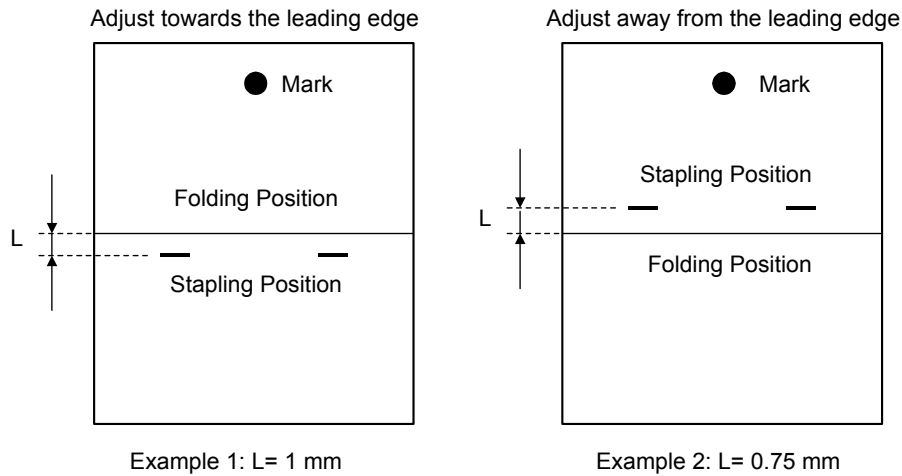
After replacing the booklet board, dip switches 1 -6, -7, -8 on the new board must be set up the same way as on the old board.

1. Remove the lower right cover (see "Booklet Unit Removal") and lower rear cover.
2. Turn on dip switches 1 -1 and -2 on the booklet board.
3. Tape the actuators of the booklet entrance guide sensor (S42) and the booklet entrance guide safety switch (SW11), so that S42 and SW11 remain actuated.
4. Press switch 2 (SW2) on the booklet board.
 - After pressing the switch, the booklet transport motor (M10) will start to rotate.
5. Put a mark on the trailing edge of some A3/11" x 17" paper (two sheets).



B546R548.PCX

6. Open the booklet entrance guide [A], then slide in the two sheets of paper [B] until their leading edges touch the positioning plate.
7. Press switch 2 on the booklet board.
 - The booklet finisher makes a booklet automatically.



B546R559.WMF

Dip switch 1 -6, -7, -8 setting			Adjustment (0.25 mm/ step)
-6	-7	-8	
OFF	ON	ON	+3
OFF	ON	OFF	+2
OFF	OFF	ON	+1
OFF	OFF	OFF	0
ON	OFF	ON	-1
ON	ON	OFF	-2
ON	ON	ON	-3
ON	OFF	OFF	Do not use

8. Measure the distance (L) between the stapling position and the folder position.
9. Adjust the stapling position with dip switches 1 -6, -7, -8.
Inputting a lower value than the current setting moves the stapling position towards the leading edge. Adjusting by 1 step moves the stapling position 0.25 mm.

Example 1:

To move the stapling position 1 mm towards the leading edge.

If dip switch 1 is currently set to +2, set the dip switch to reflect -2 (this moves the stapling position 4 steps towards the leading edge).

Example 2:

To move the stapling position 0.75 mm away from the leading edge.

If dip switch 1 is currently set to -1, set the dip switch to reflect +2 (this move,s the stapling position 3 steps away from the leading edge).

10. Turn off dip switched 1-1 and -2, then turn off the copier main switch.