

3. Repeat with a single sheet of stock on the other machine levels. See Figure #12. Note that the full 8 1/2" by 11" sheet goes on the lowest bin, the slit product of that bin then is run through the level above.

Loading 8 1/2" X 11" Stock in lowest bin

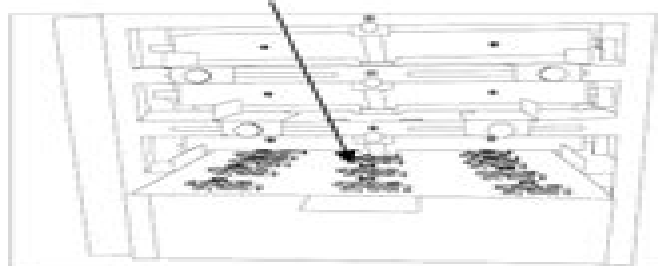


Figure #11

Loading product of lowest bin into the bin above

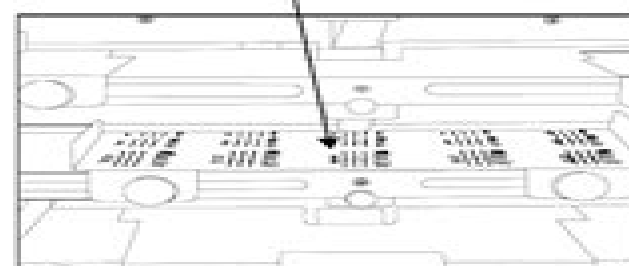
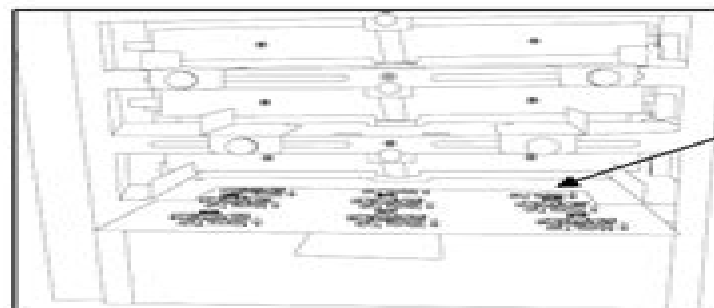


Figure #12

4. Once you are comfortable with the single sheet performance of card slitting, a stack of stock may be slit. **WARNING: Only install stock into the slitter while it is 'off'. Attempting to load stock while the slitter is running may result in injury or damage to the machine.**
5. Turn slitter 'ON', it should feed and slit the stock one sheet at a time. If double feeds or hesitates, follow the steps below:
- a. Paper guides too tight will result in hesitant feeds; try loosening paper guides slightly as outlined in Section III.
 - b. Retarder too loose or too tight will result in double or hesitant feeds. Slightly adjust retarder as outlined under retarder adjustment in Section III. Usually only a slight turning of the retarder adjustment knob is needed to allow the slitter to function.
 - c. For difficult to feed stocks, substantial improvement can be made in feeding through the use of the supplied stack weights. See Figure #13 for correct use of stack weights. They can significantly improve the feed of curled or otherwise difficult to feed stock.



Correct use of stack weight

Figure #13



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