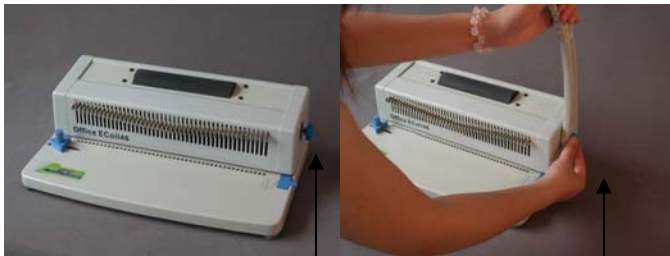


Dear Customer,

Thank you for purchasing our OfficeCoil46 (OC46) machine. The following are basic installation and operation instruction for the OC46 machine. For advanced punching and binding, please contact DFG.

Installation (EC46 machine showed)

Remove the blue knob from machine. Install the punch handle. Install the blue knob back to machine.



Remove the blue knob

Install the punch handle and blue knob

How to Punch



1. Set the side guide to center the sheet for punching

2. Select the punch margin (tip – the thicker the book, the larger the punch margin can be. However, you can use a small punch margin for any book)

3. Make sure your sheets are all the way inside, against the back wall, and then move sheets to the left side against the side guide. Pull the punch handle to punch the sheets.

How to Make Books Manually for any thickness (EtitanCoil machine showed)



1. Manually turn your coil into the book. This is a very easy process. (Tip: It will be much easier to twist the front end of coils)



2. Cut and crimp the ends of the spiral coil.

Right handed

- A. Hold pliers with red dot up, with the coil near you.
- B. Place pliers with jaws inside the coil, near the center.
- C. Close the pliers to cut the coil and keep them closed
- D. Optionally twist pliers to bend crimp more before releasing
- E. Release coil, flip the book over sideways and crimp the other side using the same procedure (coils still near you)



Left handed

Use pliers as described above but hold them in your left hand and put the red dot down.



How to Determine Appropriate Coil Size

There are two ways you can choose an appropriate coil size:

1. Use any size coil you like, as long as the coils size is larger than book thickness
2. Use coil that is 2 – 6 mm (1/8" to 1/4") larger than book thickness

Specification:

Punch: Max. 15 sheets of paper (20 lbs), 6-12 Normal

Punch size: Any size

Binding Size: Manually binding to any size.

Side Margin Control: Lets you center holes quickly and easily for perfect alignment

Punch margin control: Provide strongest binding for any book size

Open Throat: For punching any larger book length