

SAFETY INSTRUCTIONS:

- Before putting the machine into operation please read the safety precautions, manufacturer recommendations and the operation manual. The operation manual should be easily available at any time for the operator.
- The machine should be installed on sturdy and level floor.
- The machine should be protected against dust and moisture.
- The machine must not be placed near the heating units or ventilation units.
- The machine should not be used in vicinity of inflammable liquids or gases.
- The machine may be power supplied only through the original cord. A mains socket should be provided with an efficient earthing. The supply voltage should be consistent with the parameters specified on the technical plate located on the machine housing. If this principle is not obeyed, then electric shock and fire may occur.
- The supplying cable should be protected against any damage, must not be used to pull the machine or to remove the plug from a socket.
- Making any changes to the electric installation of the machine or in the supplying cable causes the hazard of electric shock.
- The machine is turned off completely after removing the plug from a socket.
- During a long standstill or before replacing the machine, the plug should be removed from a mains socket.
- Before removing the housing from the machine, remove the plug from a socket necessarily.

- Do not touch the heater – **burn hazard**.
- After taking the fonts out of the heating slot, wait for 10-15 min before replacing them (to make sure all elements are cool) – **burn hazard**.
- The machine should be kept away from children reach.
- The machine must not be used for any other purposes than those indicated in the operating manual
- It is necessary to check if the machine operates correctly. In case of any malfunctions, contacting the servicing point is required
- The machine must not be located outside, should be operated in room temperature.
- The machine should be operated according to general safety rules.
- Any repairs can be made only by trained staff.

DESCRIPTION

PalmPress was designed to hot stamp on Metalbind Business covers, covers and spines of CDcover cases as well as on CDlabels. All of them are available from Opus.

Transport and storage:

- PalmPress is an office device electrically supplied and adapted to operation in office conditions. Both the machine and its package should not be exposed to moisture (e.g. rain).
- **If moistened or flooded with water, the machine should be delivered to a servicing point to carry out an inspection in order to avoid a risk of electric shock.**
- Although the package protects the machine, it should be handled with care.

Installation

- The machine does not need disassembling of transport protections.
- It is recommended to store the package in case of repeated transportation
- PalmPress is a machine adapted to operating in office conditions.
- The machine should be positioned on a suitably tough, flat and stable surface.
- The rubber legs of the machine protect the substrate against being scratched and do not leave any traces.
- If the machine was exposed to minus Celsius temperatures (below 32F), it may be connected to mains after several dozens of minutes due to condensation of steam on cold metal elements.
- **To ensure operator's safety, the machine may be supplied only through the original cord. A mains socket should be provided with efficient earthing. The supply voltage must be consistent with the parameters specified on the technical plate positioned on the machine housing. Disobeying the above rule may result in electric shock or fire.**

Preparation to work

1. Insert the plug into a mains socket.
2. Switch the power supply on (the switch is located next to the supplying cable).
3. Wait until the signal light (3) lights on.
4. The machine is ready to work.

Note!

In case of continuous work the signal light (3) after some period of time turns off and then turns on again. This does not influence the work of the machine. Only after putting a frame with new (cold) fonts into the slot, we recommend to wait until the light (3) turns on (to make sure that the fonts are sufficiently hot).

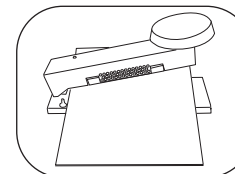
Preparation to hot stamping

A. Hot stamping on Business covers

1. Put the base for hot stamping on covers (A) (it is labeled as A) on pins (5).
2. Put the cover close to the pins (5). This way the inscription will be hot stamped centrally (if the fonts in the frame were properly centered).

Note!

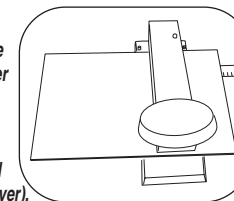
Remember to put a longer edge of the cover close to the pins (5). (as on the picture)



3. Using the scale stuck on the base (A) choose proper height of the inscription to be hot stamped.

Note!

The scale shows the distance between the edge of the cover and the center of the frame (e.g. placing the cover on position 7 means that the center of the frame is located 7 cm from the edge of the cover).



B. Hot stamping on CDcover cases

1. Put the base for hot stamping on covers (A) on the pins (5).
2. Next, on the base (A) and on the pins (5) put the device to hot stamp on CDcover cases (labeled as B).

Note!

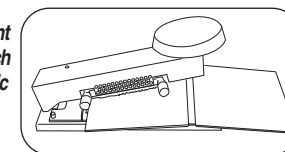
Depending on the kind of CDcover use the following holes:

- for CDcover Business (without the margin, covered with uniform clothing) use the holes located closer to the bend of the device (B)
- For CDcovers with margin (all the others except for Business CDcovers) use the holes located closer to the edge and farther to the bend of the device (B).

3. Open the cover, put it next to the bend of the device (B) (as shown on the picture).

Note!

Make sure that the front side of the cover (which does not contain plastic part) is placed directly next to the device (B).



4. Using the scale stuck on the base (A) choose proper height of the inscription to be hot stamped.

Note!

The scale shows the distance between the edge of the cover and the center of the frame (e.g. placing the cover on position 7 means that the center of the frame is located 7 cm from the edge of the cover).

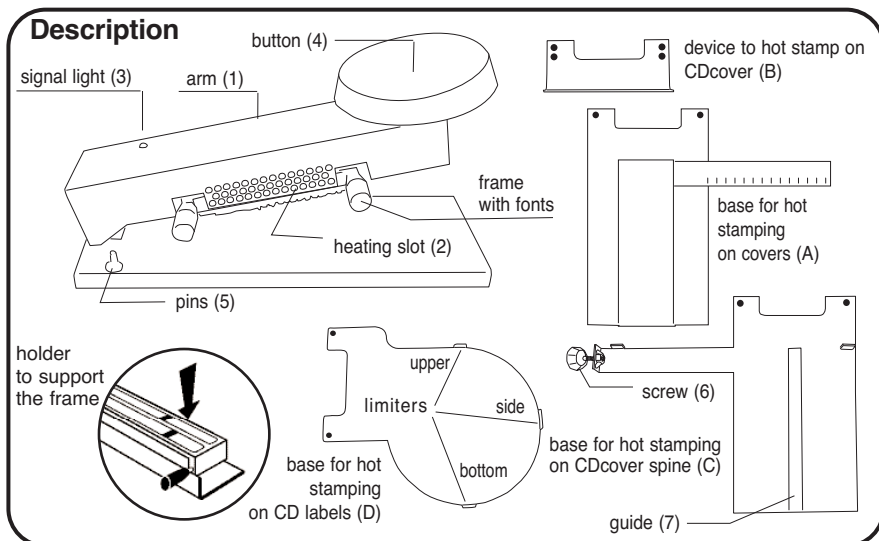
C. Hot stamping on spines of CDcover cases

1. Open the cover, put it on the base for hot stamping on CDcover spine (labeled as C).

Note!

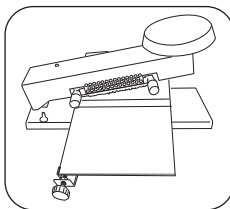
The back side of the CDcover (which is intended to store the CD) should be placed next to the screw (6) and the spine of CDcover must be put on the guide (7) of the base (C).

2. Set the height of the text to be hot stamped by tightening or loosening the screw (6).



Note!

Height on which the inscription will be hot stamped is indicated by the edge of the cavity in the guide (7).



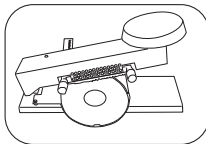
3. Put the base (C) (with the CDcover on it) on the pins (5).

Note!

To hot stamp on CDcover spines use only 3.2 fonts.

D. Hot stamping on CDlabels.

1. Put the base for hot stamping on covers (A) on the pins(5).
2. Next, on the base (A) and on the pins (5) put the base for hot stamping on CDlabels (marked as D).
3. Place the CDlabel in-between the limiters of the base D.



Note!

If hot stamping 2 lines of text (the text should be composed in the upper and middle line of the frame 3L3.2), place the label next to the upper and side limiter of the D base. If hot stamping 3 lines of text, place the label next to the bottom and side limiter of the D base. Such composition ensures the text to be optimally centralized.

Note!

To hot stamp on CDlabels use only 3.2 mm fonts.

Preparing the fonts for hot stamping

1. Take the frame out of the heating slot and put it on a holder. This way you can comfortably put the fonts in and out of the frame.

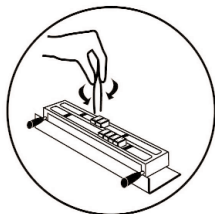
Note!

If the frame or the fonts were previously used or located in the heating slot during the heating period, wait 5÷10 min until they get cold. For that reason we recommend having several sets of fonts, frames and holders.

2. Compose a required text by putting suitable fonts into the frame.

Note!

The types should be put in and taken out by means of a special pliers. The ends of the pliers should be inserted into the holes in the fonts (see the picture) or embrace the fonts (in case of 3.2 and 4mm size)



The holes enable to distinguish between the top and the bottom of a font. The bottom hole of a font is larger or located closer to the edge (3.2 mm and 4 mm high fonts, because of their small measurements, have only one hole – at the bottom).

Note!

Use only 3.2 mm fonts if hot stamping on CDcover spines and CDlabels.

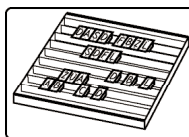
2. Center the fonts in the frame and then lock them by tightening the stops (using the screw-driver included).

Note!

Make sure the fonts are tightened as strongly as possible

Note!

To make storing and keeping fonts in order easier, we recommend using a movable container (see the picture). Storing the fonts in the container helps to find a required letter quickly and prevents from losing the fonts.



Hot stamping

1. Put the frame into the heating slot (2).

Note!

The frame can be inserted from both sides of the arm (1) depending on what the direction of the hot stamped text should be.

2. Wait for 3 minutes until the fonts get hot.

Note!

If, after 3 minutes, the signal light (3) still does not turn on, wait until it turns on and then begin working.

3. Put a piece of foil in the place where you want to make hot stamps.
4. Press the button (4) to the cover/label and keep it pressed for about 1-2 seconds.
5. Lift the arm (1), take the cover/label and remove the foil strip.

Note!

After hot stamping is done we recommend to wipe the hot stamped inscription with a soft cloth (in order to get rid of hot stamping foil)

Maintenance:

The machine needs neither lubrication nor periodical surveys. The points to be lubricated have been preserved in the factory. The machine housing is coated with powder varnish. The machine can be cleaned with detergents commonly available in the market. Do not use any solvents!

Technical data:

Power: 230 V,
Average energy use: 50W
Max energy use: 300W



PalmPress 01

INSTRUKCJA OBSŁUGI

USERS MANUAL