

# Ez-Cut Cutting Procedure (Touch)

1. Turn on machine and wait for the machine to boot up – a minute or so
2. When the screen with the Enter button in the centre is displaying – touch on the Enter button
3. The next screen presents the Operator button at the bottom left – touch on the Operator button
4. Enter will appear where Operator was – touch on the Enter button – you will now be at the Home screen
5. Touch on the area displaying 0.00m and enter a length in metres to be cut using the decimal point (bottom right of number pad) or enter 20 metres
6. Touch on the **Reset Counter** button to reset the machine
7. Turn the left (load) roller switch to the Reverse position and select an appropriate low/medium/high speed
8. Load the product onto the machine
9. Rotate product until you can cut the tape and remove all of the tape
10. Repeat the above step until all tape is removed
11. Rotate product in Reverse until the leading edge of the product passes over the top of the roll and the leading edge is clear of the hold down wheel
12. Turn the left (load) roller switch to the Forward position – check that right (cut side) roller switch is also in Forwards position
13. Flick the leading edge of the product onto the machine
14. Jog the leading edge of the product to the middle of the cutting slot – **important #1**
15. Lower the counter counterweight arm – **important #2**
16. Reset the counter to Zero by pressing the **Reset Counter** button on the screen – **important #3**
17. **Using your left hand**, jog the leading edge of the product to about the middle of the middle roller on the cut side, pulling the product across with your right hand if necessary
18. Fold over the squeeze roller and hold firm
19. Gently jog the product to start the roll up process – bounce the squeeze roller if necessary
20. Jog about 4 to 6 rotations and then slowly release the squeeze roller to the first stop
21. Jog the product using the side and/or front sensors until the measured length required is reached – the machine will stop automatically if you have entered a length at step 5 – Reverse both of the roller switches if you have overrun the length and jog as needed with the yellow jog button – return both of the roller switches to Forwards if you have reversed the switches
22. **Recheck** that the measured length shown on the machine is the length according to your cut schedule
23. If the product has salvage pre-cut about the first 100mm of product
24. Cut the product by turning and holding the **Cutter** switch in the appropriate direction until the cutter has run full travel – return the cutter if necessary
25. Turn the left (load) roller switch to the centre (off) position
26. Reset the counter to Zero by pressing the **Reset Counter** button on the screen to activate jog sensors
27. Move to the cut side of the machine and tape up the product – hint: start the tape from under the flap of the product
28. Document the cut as appropriate
29. Dump or remove the cut product from the machine
30. Turn the left (load) roller switch to the Forward position
31. Start the next cut – go back to step **17** above after entering the next cut length and repeat for the other cuts from the same roll
32. When the last cut has been done, turn the left (load) roller switch to the Reverse position, then go to the load side of the machine and tape up the balance
33. Remove the balance from the machine with your forklift