

# YL-100DBS

User Manual



**BIND**Tec

Thank you for purchasing "YL-100DBS". Before operating the machine, please read the user manual for the operation instruction. \*

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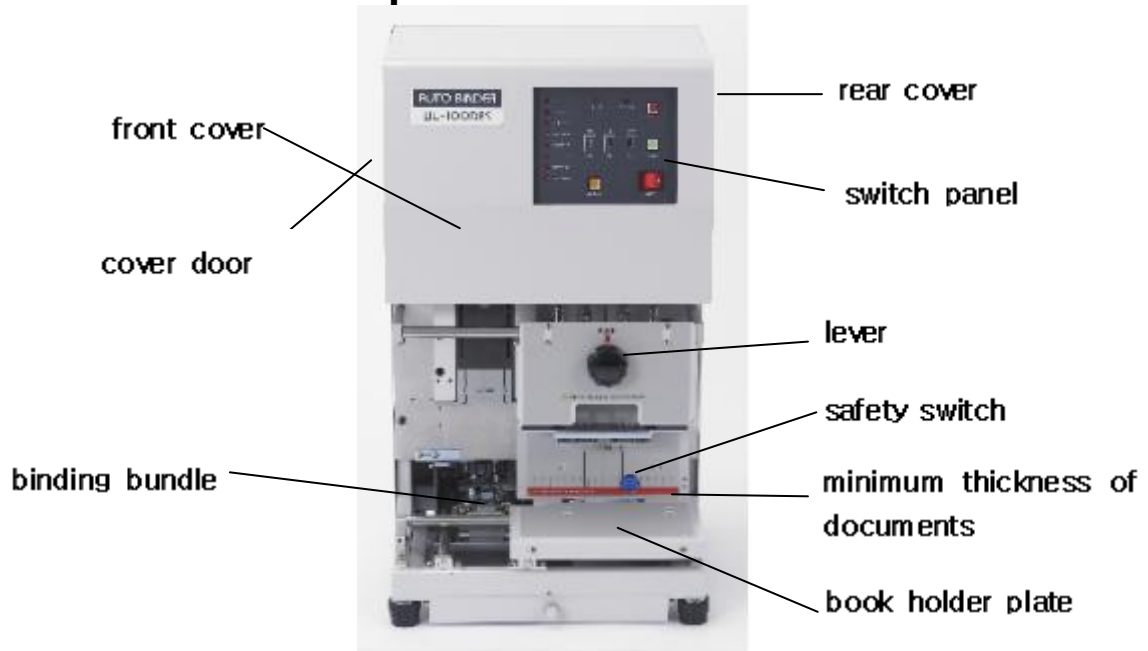
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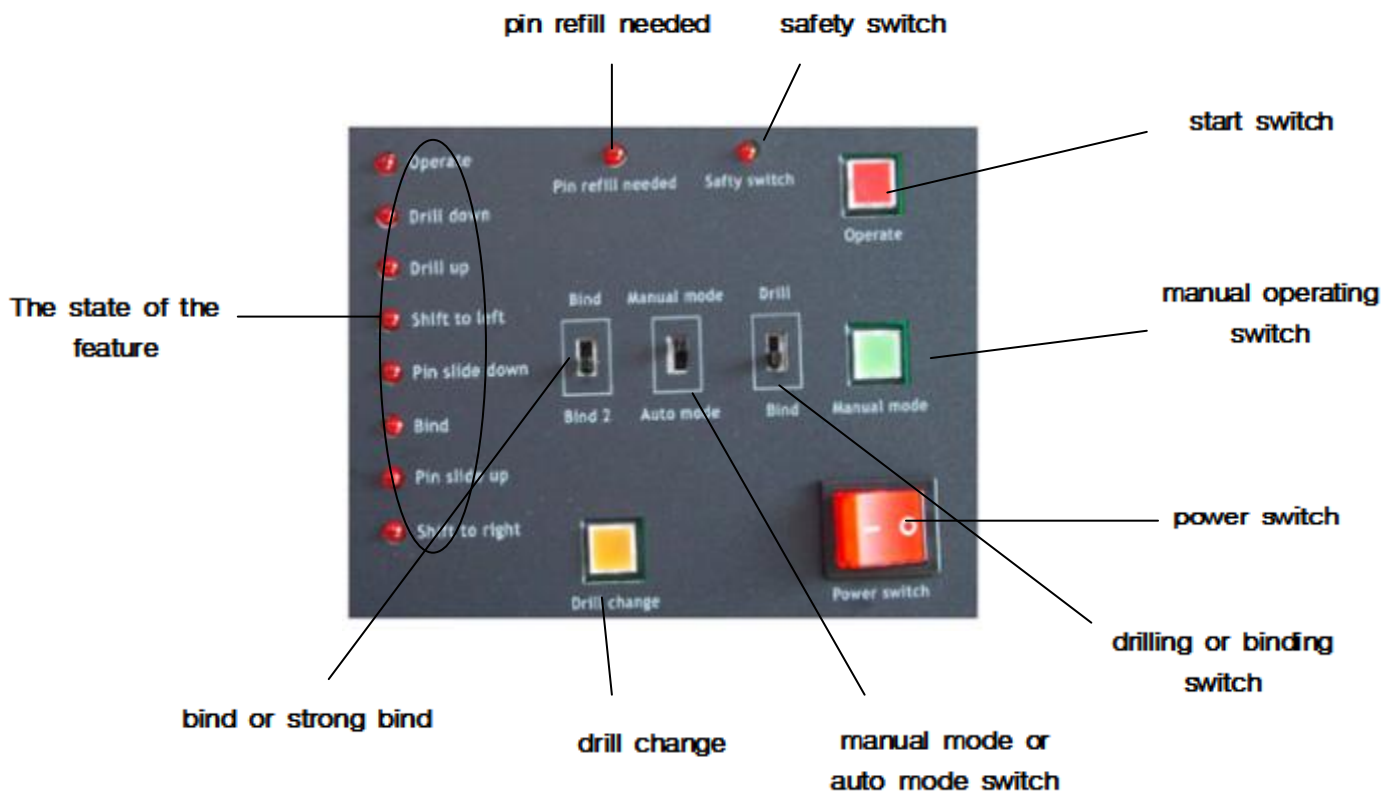
**warning**

- 1.Make sure that the rated AC voltage complies with the marked AC power beside the product before you plug the power cord in the power inlet.(110v/220v)
- 2.Do not keep the product in the wet and moist place in order to prevent the danger of fire or electrical damage.  
We request you to install the product in the safe place.

# 1.The name of the parts and the LED



## <Switch Panel>



## 2.Preparation of operations

1.Plug the cable.

**\* Caution**

- Check the voltage : 110/220V 50/60Hz
- Check for if there is water or not, place the machine in safe area.

2.After plugging the cable

**[Operation]**

**1.Power Switch "on"**

**2.Put 'manual mode or auto mode switch'to auto mode**

**3.Choose 'drilling or binding switch'**

**4.After place the documents on the book plate press'start switch'**

**5.Push down the lever and take out the documents**

- After hearing the beep sound by the power switch "ON", press the Start button.
- If there is insufficient staples then the machine makes the beep sound constantly.

3.Place the switch on "Automatic mode".

4.Decide whether the machine operate the machine.

5.Press Start button to operate the machine.

**\* Caution**

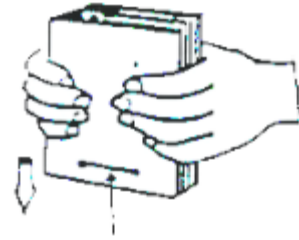
- Do not take out the documents during the drilling process and do not put the hands inside.
- Hold the documents until press them by press plate.
- Do not put any object near the book plate, it can disturb the movement of the book plate.

### 3.How to operate(Full Automatic⇒ Drilling, Binding)

1.Place on binding mode at "**drilling or binding switch**"

2.Arrange the documents in order  
(refer figure1).

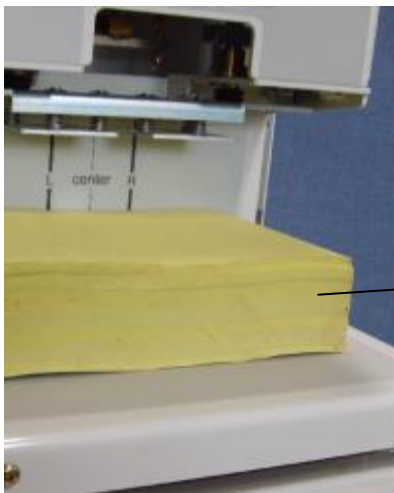
(figure1)



3.Hold the documents by using  
elastic band or other materials.

-To avoid rearrangement of the documents.

4.Place the documents on the top of the book plate.(refer figure2)



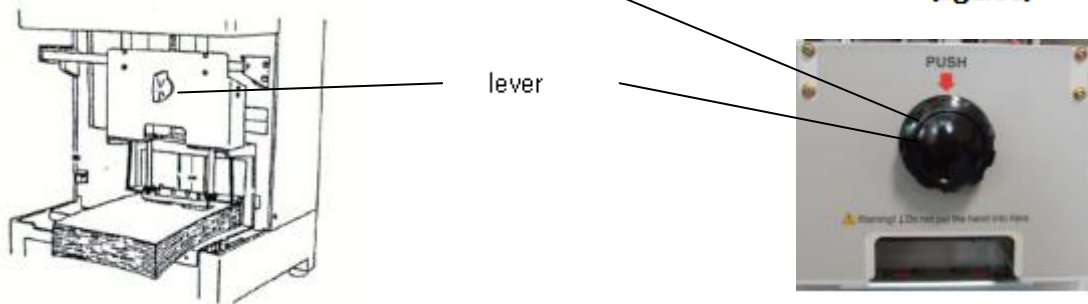
Put the documents to back  
plate completely and the  
safety switch is turned on  
LED

(figure2)

5.Be turned on the safety s/w LED press 'start s/w'

→**Check the switch mode should be on Automatic mode.**

6. After process, the book plate will go back to its original position. Then, push down the lever to take out the documents. (figure3)



#### **4. How to operate (Drilling ⇒ Only for drilling function)**

1. Place the switch on Drilling mode.
2. Place the documents on the book plate completely (refer figure.2)
3. Be turned on the safety s/w LED press 'start s/w'
  - At this moment, the book plate will not shift left to right
  - The lamp light will go back to Start lamp.

##### **[Operation]**

**1. Binding → Drilling Change to Drilling mode.**

↓

**2. Place the documents on the book plate.**

↓

**3. Press the Start button.**

↓

**4. Push down the lever.**

↓

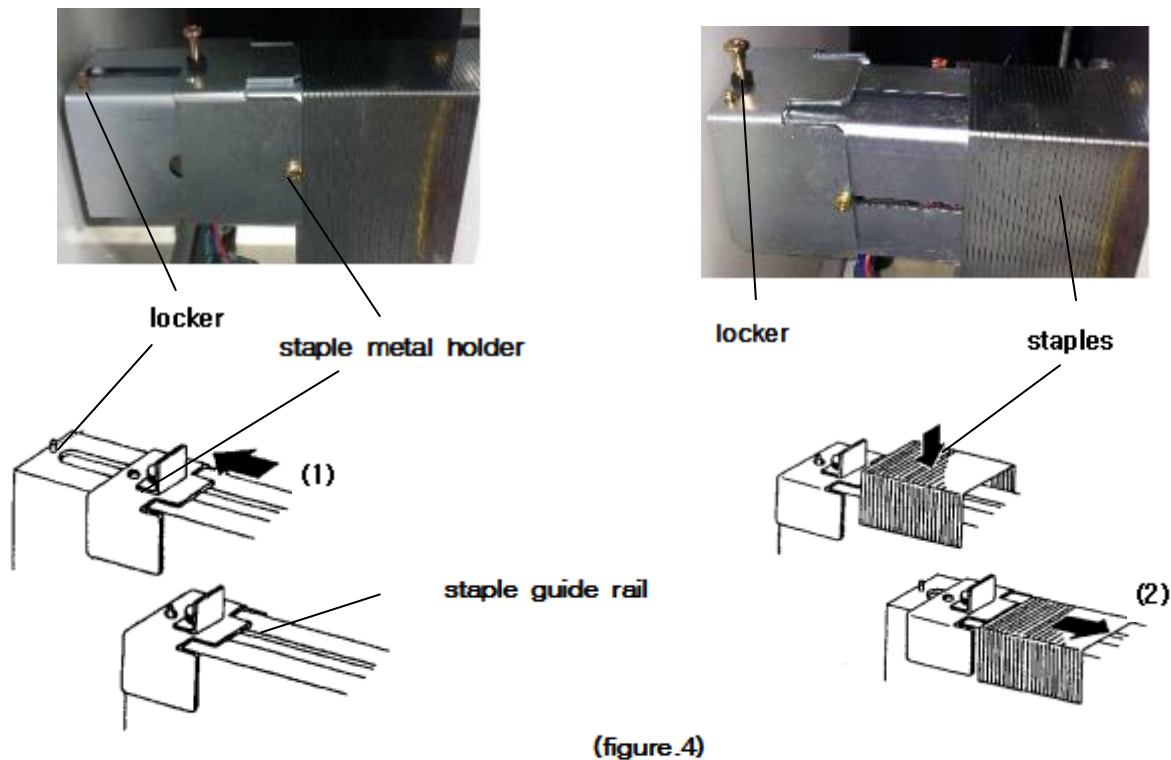
**5. Take out the documents**

##### **\* Reminder**

After finishing the drilling process, place switch back to Binding mode.

## 5. Refilling the staples

1. Refill the staples after the Refill Staples light is on. (The machine will not function when the Refill Staples light is on)
2. The staple metal holder is at the left side from the inside of the Cover door (refer figure.4)



- 1) Pull back the staple metal holder to (1) and lift a little and hang it on the locker
  - 2) Refill the staples on the rail.
  - 3) Take the staple metal holder from the locker and it will slide and push the staples to (2)
- Caution :** After remove the staples if there is 1~3pcs on the staple metal holder and then refill the new staples

## 6. Changing the drills

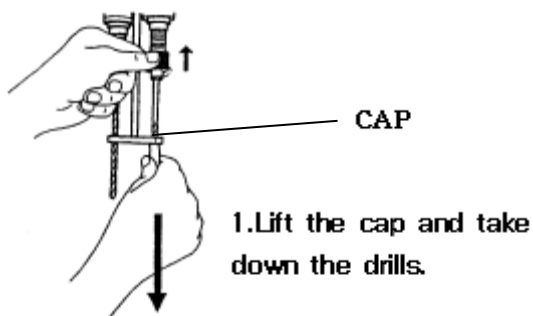
### ※ Exchange Condition

⇒ The drills need to be replaced if the drills are broken or not sharp enough to drill the documents.(refer figure.5)

### operation

YL-100DBS
1.Press the Changing drills switch.
2.Turn off the power switch.
3.Change the drills.(refer figure.5)
4.Turn on the power switch.
5.Press the Changing drills switch.

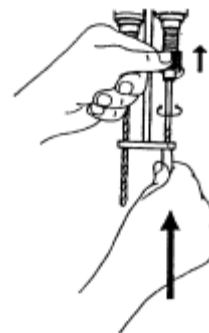
### Taking out the drills



#### Caution

Do not take drills roughly by bare hand.

### Setting up the drills



1.Lift the cap and put in the drills.

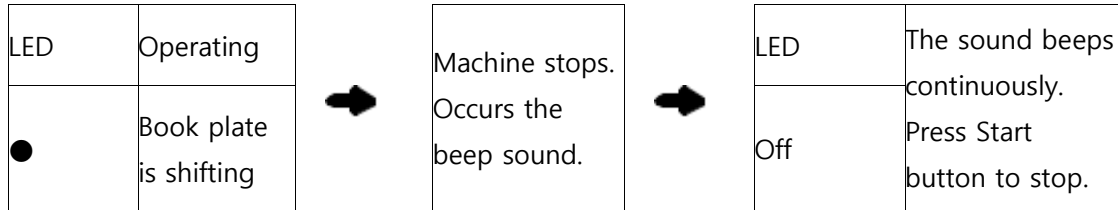
2.Need to set the grooves of two objects well for successful install.

(figure.5)



## 7. Trouble shootings

### 1. The operation suddenly stops and starts to beep.



ex) The book plate stops in the middle of shifting from the right to the left.

- ① Press the Start button to stop the beep sounds.
  - ② Automatic→Manual Change the function mode.
  - ③ By using the Manual function mode to move the lamp light to the Book plate movement lamp.
  - ④ Press the Start button to shift the Book plate.
- ※When the book plate is not moving, please check any obstructions disturbing the movement of the book plate or the documents are present on the book plate or not.

### 2. When the machine stops in the middle of drilling process.

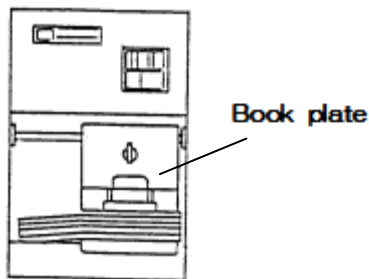
- Check the amount of the documents.
  - Check the electricity supply the exact voltage.
  - Check for any obstacle object disturbing the drilling process.
  - Check for the documents whether they are placed properly or not.
- ① Press the Start button to stop the beep sounds.
  - ② Automatic→Manual, Change the function mode.
  - ③ By using the Manual function mode to move the lamp light to the Drill up lamp.
  - ④ Press the Start button.
- ※ If the problem is still unsolved, needs to call A/S.

### 3. When the machine is not able to bind the documents well.

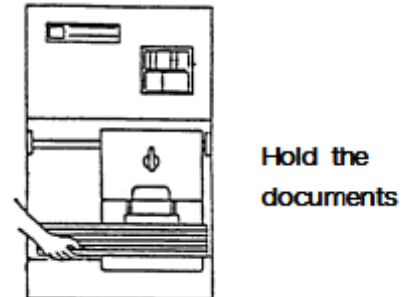
- Check for the condition of the staples.
  - Check for the book plate in proper place or not.
  - Check for the stapling mode is functioning well or not.
  - Check for the staple cutting after the stapling.
- ① Press the Start button to stop the beep sounds.
  - ② Automatic→Manual, Change the function mode.
  - ③ By using the Manual function mode to move the lamp light to the Pin up lamp.
  - ④ Press the Start button.
  - ⑤ Get rid of the staples.
  - ⑥ Manual→Automatic, Change the function mode. Press the Start button it will go back to the original position and start to function.

## 8.Cautions

### 1) Binding big size documents.

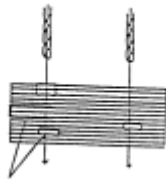


If the documents are bigger than the book plate then the documents will hit the machine. It will stop the functioning. (x)



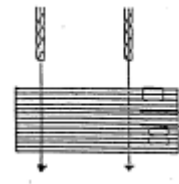
If the documents are bigger than the book plate then hold the documents to avoid to hit machine. (O)

### 2) Binding already bind documents.



**Stapler. Clip**

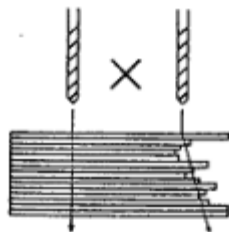
If the documents are bind by other object such as clip or stapler then it will damage the bills. (x)



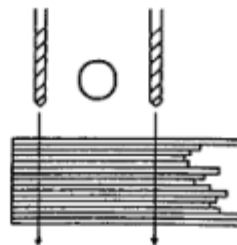
If it necessary to bind object then use the side which is clear without any clip or staples (O)

### 3) Binding different size of documents.

- Sorting the documents properly.
- Both drills must go through the documents simultaneously.



Wrong way to place the documents



Correct way to place the documents

# PRODUCT WARRANTY

BINDTEC CO.,LTD warrants that it will repair and replace parts in accordance with the following terms if any defects in the material or workmanship of the binder occurs within 12 months from the day on which the user purchases it.

A purchase receipt or other evidence of the date of purchase must be shown in order to receive warranty services.

## Warranty terms

This warranty is valid only while and if product is used and handled in a normal and reasonable manner in accordance with the User Manual and installation instructions.

## Paid services

\* Please carefully read the User Manual as you will be charged for any services requested except for product malfunctions guaranteed under the warranty.

\* The product is not covered under warranty if damage or defects have occurred due to:

- customer misuse or unauthorized tampering or repairs;
- the replacement of parts other than those designated by BINDTEC CO.,LTD or
- an act of God or the normal service life of any expendable parts being expired.

<b>Model</b>		<b>Applicable bands</b>	
<b>Date of purchase</b>		<b>Serial no.</b>	
<b>Purchased at</b>			

**BINDTEC**



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