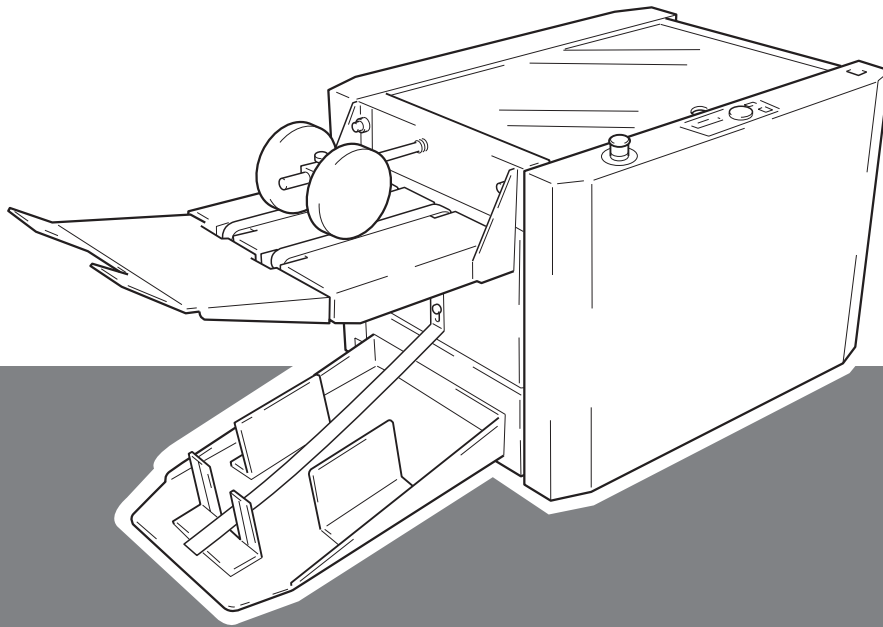

STAPLER FOLDER

DBM-120

INSTRUCTION MANUAL

**Please keep this manual handy for
future reference.**



Duplo



DECLARATION OF CONFORMITY

DUPLO CORPORATION, located at 7-6, Izumi-honcho 1-chome, Komae-shi, Tokyo 201-8666, Japan, declares that the following product,

- Name of product : Stapler Folder
- Models : DBM-120, 220-240 V 50/60 Hz

complies with the provisions defined by the regulations listed below.

- Regulation : Machinery Directive 98/37/EC under EN292-1 (1991), EN292-2 (1991), prEN1010-1 (2002), prEN1010-4 (2001), EN60204-1 (1997).
Low Voltage Directive 73/23/EEC under IEC950 2nd (1991) + A1 (1992) + A2 (1993) + A3 (1995) + A4 (1996) including EN60950 2nd (1992) + A1 (1993) + A2 (1993) + A3 (1995) + A4 (1997) deviations.
Electromagnetic Compatibility Directive 89/336/EEC under EN55011 (1991) Class B, EN55014-1 (1993), EN55014-2 (1997), EN61000-3-2 (1995), EN61000-3-3 (1995).

En

KONFORMITÄTSERKLÄRUNG

Die DUPLO CORPORATION mit Sitz in 7-6, Izumi honcho 1-chome, Komae-shi, Tokyo 201-8666, Japan, erklärt hiermit, dass das folgende Produkt,

- Bezeichnung des Produkts :
Heft-Faltmaschine
- Modell :
DBM-120, 220-240 V 50/60 Hz

den nachfolgend aufgelisteten Richtlinien entspricht :

- Richtlinien :
Maschinenrichtlinie 98/37/EC unter EN292-1 (1991), EN292-2 (1991), prEN1010-1 (2002), prEN1010-4 (2001), EN60204-1 (1997).
Niederspannungsrichtlinie 73/23/EWG unter IEC950 2nd (1991) + A1 (1992) + A2 (1993) + A3 (1995) + A4 (1996) und EN60950 2nd (1992) + A1 (1993) + A2 (1993) + A3 (1995) + A4 (1997) Abweichungen.
Richtlinie über die elektromagnetische Verträglichkeit 89/336/EWG unter EN55011 (1991) Klasse B, EN55014-1 (1993), EN55014-2 (1997), EN61000-3-2 (1995), EN61000-3-3 (1995).

Ge

DECLARATION DE CONFORMITE

DUPLO CORPORATION, située à 7-6, Izumi honcho 1-chome, Komae-shi, Tokyo 201-8666, Japon, déclare que le produit suivant ;

- Nom du produit :
Agrafeuse-plieruse
- Modèle :
DBM-120, 220-240 V 50/60 Hz

est conforme aux dispositions définies par les réglementations suivantes ;

- Réglementations :
Directive sur les machines 98/37/EC en application de EN292-1 (1991), EN292-2 (1991), prEN1010-1 (2002), prEN1010-4 (2001), EN60204-1 (1997).
Directive sur la basse tension 73/23/EEC en application de IEC950 2nd (1991) + A1 (1992) + A2 (1993) + A3 (1995) + A4 (1996) et EN60950 2nd (1992) + A1 (1993) + A2 (1993) + A3 (1995) + A4 (1997) derogations.
Directive de compatibilité électromagnétique 89/336/EEC d'après EN55011 (1991) Class B, EN55014-1 (1993), EN55014-2 (1997), EN61000-3-2 (1995), EN61000-3-3 (1995).

Fr

DICHIARAZIONE DI CONFORMITÀ

DUPLO COPRORATION sita a 7-6, Izumi-honcho 1-chome, Komae-shi, Tokyo 201-8666 Japan, dichiara che il seguente prodotto,

- Nome del prodotto :
Cucitrice e piegatrice
- Modello :
DBM-120, 220-240 V 50/60 Hz

è conforme ai requisiti definiti dalle norme sotto elencate.

- Direttiva Bassa Tensione :
Direttiva sui macchinari 98/37/CE in base a EN292-1 (1991), EN292-2 (1991), prEN1010-1 (2002), prEN1010-4 (2001), EN60204-1 (1997).
Direttiva relativa alle apparecchiature a bassa tensione 73/23/CEE in base a IEC950 2nd (1991) + A1 (1992) + A2 (1993) + A3 (1995) + A4 (1996) incluso EN60950 2nd (1992) + A1 (1993) + A2 (1993) + A3 (1995) + A4 (1997) deviazioni.
Direttiva EMC 89/336/CEE in base a EN55011 (1991) Class B, EN55014-1 (1993), EN55014-2 (1997), EN61000-3-2 (1995), EN61000-3-3 (1995).

It

DECLARACIÓN DE CONFORMIDAD

DUPLO CORPORATION, con domicilio en 7-6, Izumi honcho 1-chome, Komae-shi, Tokio 201-8666 Japan, declara que el producto siguiente :

- Nombre del producto :
Plegadora con grapas
- Modelos :
DBM-120, 220-240 V 50/60 Hz

Cumple las disposiciones definidas por las siguientes reglamentaciones :

- Reglamentaciones :
Directiva 98/37/CE sobre máquinas bajo EN292-1 (1991), EN292-2 (1991), prEN1010-1 (2002), prEN1010-4 (2001), EN60204-1 (1997).
Directiva sobre baja tensión 73/23/CEE bajo IEC950 2nd (1991) + A1 (1992) + A2 (1993) + A3 (1995) + A4 (1996) incluyendo las derogaciones EN60950 2nd (1992) + A1 (1993) + A2 (1993) + A3 (1995) + A4 (1997).
Directiva sobre CEM 89/336/CEE bajo EN55011 (1991) Class B, EN55014-1 (1993), EN55014-2 (1997), EN61000-3-2 (1995), EN61000-3-3 (1995).

Sp

INTRODUCTION

Thank you for purchasing this Duplo equipment.

To ensure correct usage, please read this instruction manual thoroughly, especially the section Safety Precautions.

The aim of this instruction manual is safe and proper use. For this reason, users of this equipment for purposes or by methods other than those described in this manual and users who remodel this equipment for their own reasons are asked to ensure safety in use at their own responsibility.

After reading, please keep this instruction manual handy for future reference.



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1. SAFETY PRECAUTIONS

Always observe the cautions and warnings given below to prevent personal injury or property damage.

■ The degree of danger and damage that could occur is indicated on two levels by the following marks.

- | | |
|---|---|
|  | WARNING : <i>Ignoring this mark could result in the possibility of serious injury or even death.</i> |
|  | CAUTION : <i>Ignoring this mark could result in the possibility of injury or physical damage.</i> |

■ The following graphic symbols indicate the various types of action to be performed or avoided.

- | | |
|---|---|
|  | This graphic symbol indicates a forbidden action. |
|  | means "Do not disassemble." |
|  | means "Do not touch." |
|  | This graphic symbol indicates actions that must be performed. |
|  | means "Disconnect the power plug." |

WARNING:



Do not place metal objects or vessels containing liquids on top of the unit. The entry of any metal object or liquid could result in a fire or an electrical shock.



Do not insert any metal or easily-combustible object inside this unit. This could result in a fire or an electrical shock.



Do not touch or insert foreign objects into any rotating part during operation. This could result in injury.



Do not remove the cover or back panel. This unit contains high-voltage components that could cause an electrical shock.



Do not disassemble, modify or repair this unit. There is a danger of fire, electrical shock or injury. Contact your dealer when repairs are necessary.



Use only the power supply voltage specified on the main nameplate. Using other voltages could result in a fire or an electrical shock.



Keep this unit and the power cord away from heaters and heater vents. Excessive heat could melt the cover or power cord covering, and result in a fire or an electrical shock.



Do not use flammable sprays or solvent inside or near the unit (e.g. when cleaning the unit). Such flammable gas or solvent may ignite and cause a fire or combustion.



Make sure that the combined power consumption of the appliances to be connected does not exceed the capacity rating of the power outlets or plug receptacles. Exceeding the capacity rating could cause the power outlets, plug receptacles, or power extension cords to overheat and catch a fire.



Remove any dust that accumulates on the power plug prongs and the surface of the plug from which the prongs extend. Accumulated dust could result in a fire.



If any foreign object such as metal or liquid should enter this unit, immediately turn the unit off at the power switch and disconnect the power plug from the power outlet. Failure to do so could result in a fire or an electrical shock. Contact your dealer immediately.



Do not damage the power cord or power plug. (Do not scratch, alter, bend, twist, pull or place heavy objects on the power cord or power plug.) This could result in damage, a fire or an electrical shock.



Always grip the plug when disconnecting the power plug from the power outlet. Forcibly pulling on the power cord could cause damage, resulting in a fire or an electrical shock.



Do not handle the power plug with wet hands. This could result in an electrical shock.



Before cleaning this unit, turn the unit off at the power switch and disconnect the power plug from the power outlet. Accidental operation of the unit during cleaning could result in injury.



Do not touch the power switch with wet hands. Otherwise electric hazards may occur.

⚠ CAUTION:



Always disconnect the power plug from the power outlet when the unit is not to be used for an extended period. Failure to do so could result in a fire due to leakage current if the insulation should deteriorate.



Install this unit on a level, stable stand or floor, with sufficient space around it. Failure to do so could result in the unit overturning and causing injury.



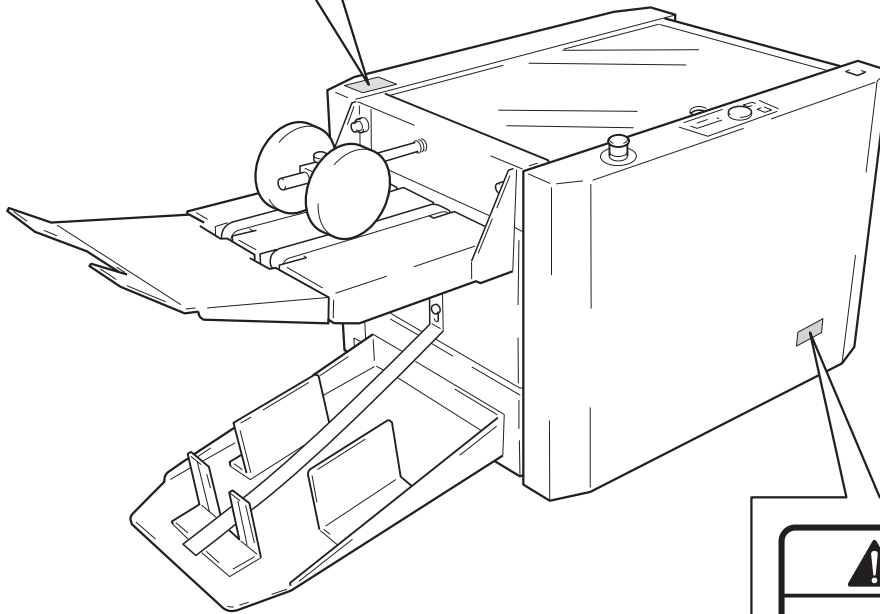
Do not install this unit in a location where there is excessive humidity or where contact with water is possible. Poor choice of location could result in deterioration of the insulation, a fire or an electrical shock.



Disconnect the power plug from the power outlet before attempting to move this unit. Failure to do so could result in power cord damage, a fire or an electrical shock.

SAFETY PRECAUTIONS (continued)

Warning and Caution Label Locations



NOTE : The warning and caution labels are pasted on the unit to ensure the safety of users. Do not remove nor change them.

If these labels become dirty, damaged, or lost, be sure to contact your nearest dealer for new ones.

2. USAGE PRECAUTIONS

2-1. About This Equipment

This unit can be connected to a collator, etc. (upstream unit).

2-2. Power Supply

- This equipment shall be installed near the socket-outlet where the plug on the power supply cord is easily accessible.
- Make sure the power supply used is always within the following range.
 - 220 to 240 V AC, 50/60 Hz (120 V AC, 60 Hz)
- When you power other appliances from the same AC outlet, make sure that the combined power consumption does not exceed the power supply capacity.
 - Rated power of this equipment: 1 A (220 to 240 V AC) / 2 A (120 V AC)

2-3. Operating Environment

Operate this unit in the following environment:

- where the temperature range is between 5 and 35°C (41 and 95°F),
- where the humidity range is between 20 and 85% RH (no dew condensation),
- which is not subject to direct sunlight,
- which is subject to little or no vibration,
- where there are no harmful chemicals,
- which is reasonably free from dust,
- which is free from air-borne salt, and
- where the equipment is not exposed to water.

2-4. Storage Conditions

Store this unit in the following environment:

- where the temperature range is between –5 and +50°C (23 and 122°F),
- where the humidity range is between 10 and 90% RH (no dew condensation),
- which is not subject to direct sunlight,
- which is subject to little or no vibration,
- where there are no harmful chemicals,
- which is reasonably free from dust,
- which is free from air-borne salt, and
- where the equipment is not exposed to water.

2-5. Maintenance

To protect the special features of this unit, the customer should never apply oil or grease to the parts. Please contact your dealer in case of any problem.

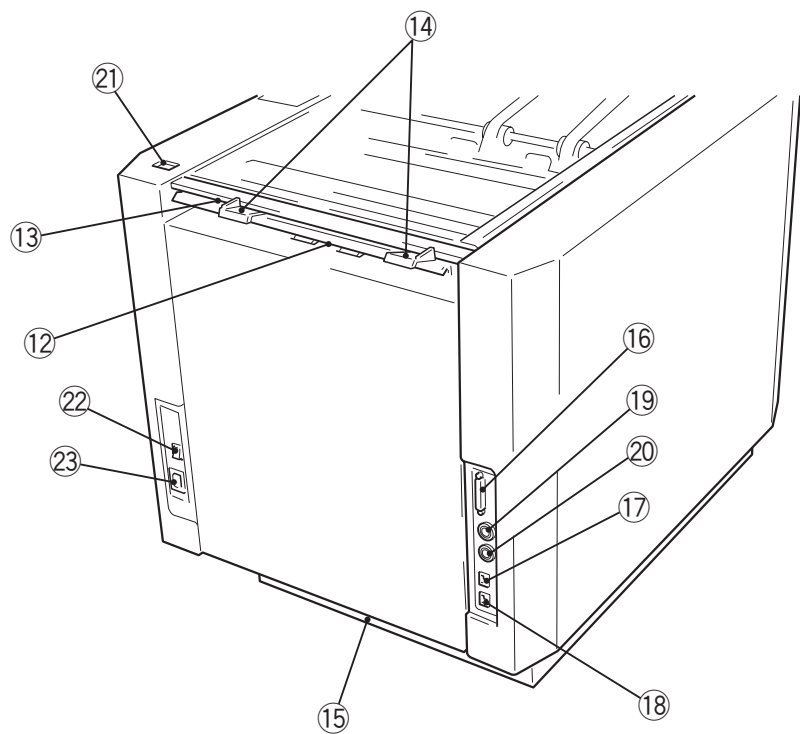
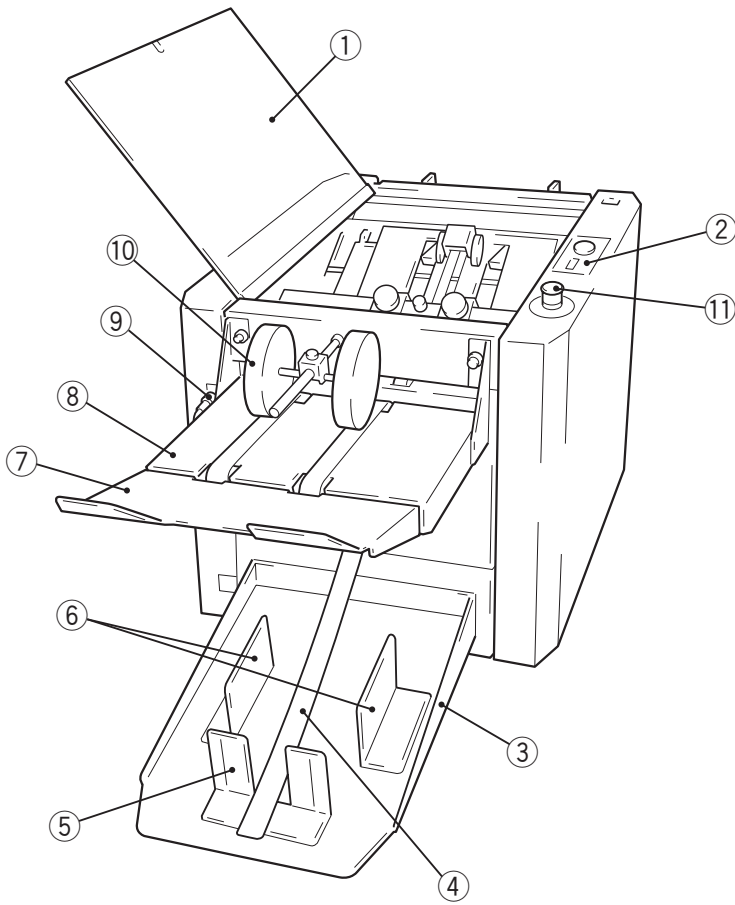
WARNING



Do not use flammable sprays or solvent inside or near the unit (e.g. when cleaning the unit). Such flammable gas or solvent may ignite and cause a fire or combustion.

3. NAMES AND OPERATION OF PARTS

3-1. External Parts

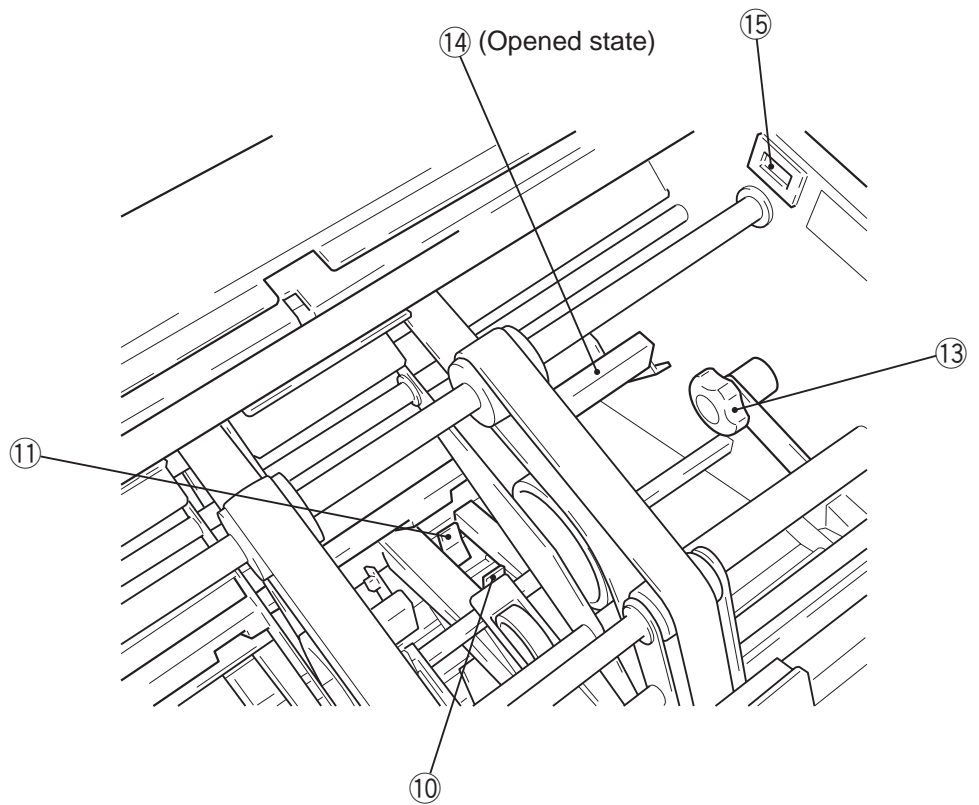
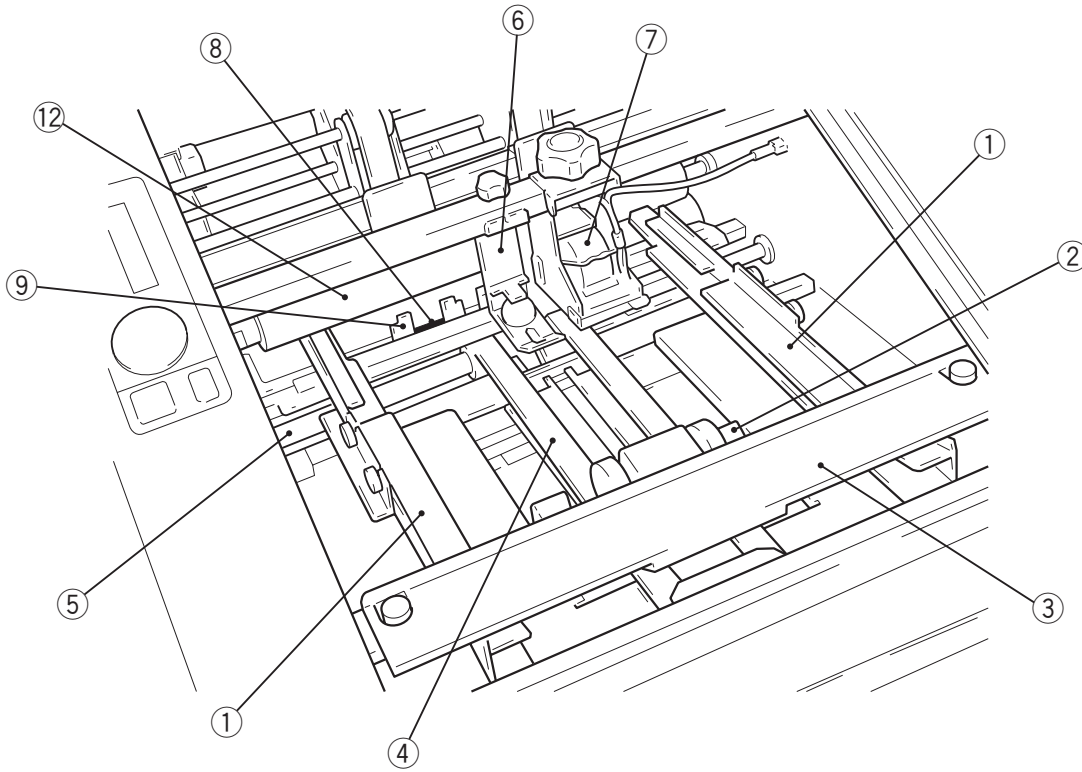


3. NAMES AND OPERATION OF PARTS

No.	Name	Operation
①	Top cover	When opened during operations, the unit will make an emergency stop.
②	Control panel	Refer to “6. OPERATING”.
③	Side-stapled paper stacker	Side-stapled paper and corner-stapled paper are ejected onto this stacker. Rejected paper are also ejected here.
④	Paper holder	Holds the paper sets ejected.
⑤	Paper holding guide	Used for side-stapling and corner-stapling the paper.
⑥	Guide	Used for side-stapling and corner-stapling the paper.
⑦	Saddle-stapled paper stacker	Saddle-stapled/folded paper and center-folded paper are ejected onto this stacker.
⑧	Belt stacker	Conveys saddle-stapled/folded paper and center-folded paper to the saddle-stapled paper stacker.
⑨	Connector for belt stacker	Connect the cable of the belt stacker.
⑩	Paper guide roller	Holds the saddle-stapled/folded paper and center-folded paper as an aid for the belt stacker.
⑪	Emergency stop switch	Press this switch only to stop operations in emergency. Normally, use the stop key of the upstream unit (collator, etc.) to stop operations.
⑫	Paper infeed slot	Slot for receiving the paper from the collator.
⑬	Manual feed slot	Slot for inserting the paper manually.
⑭	Manual feed guide	Used for feeding paper manually.
⑮	Movable table	Moves the unit to align the paper lines on the collator and this unit.
⑯	Connector for connecting cable	Connect the connecting cable from the collator.
⑰	D-PORT connector 1	Connect the connecting cable from the upstream unit.
⑱	D-PORT connector 2	Connect the connecting cable from the downstream unit.
⑲	E-PORT connector 1	Connect the connecting cable from the upstream unit.
⑳	E-PORT connector 2	Connect the connecting cable from the downstream unit.
㉑	Power switch	Refer to “4-2. When Turning ON the Power”.
㉒	Main power switch	Refer to “4-2. When Turning ON the Power”.
㉓	Power cord inlet	Connect the power cord.

3. NAMES AND OPERATION OF PARTS

3-2. Internal Parts



3. NAMES AND OPERATION OF PARTS

No.	Name	Operation
①	Side jogger	Aligns the width of the paper.
②	Back jogger	Aligns the length of the paper.
③	Conveyance roller unit	Holds the paper in conveyance. Can be removed to remove jammed paper.
④	Conveyance belt	Belt to convey the paper.
⑤	Conveyance roller	Roller to drive the conveyance belt and ball unit.
⑥	Ball unit	Conveys the paper from the saddle-stapling stopper to the folding stopper.
⑦	Stapler head	Staples the paper.
⑧	Clincher	Bends the stapler pin flat.
⑨	Side-stapling stopper	Stopper used for side-stapling or corner-stapling the paper.
⑩	Saddle-stapling stopper	Stopper used for saddle-stapling the paper.
⑪	Folding stopper	Stopper which decides the folding position.
⑫	Folding roller	Roller for folding the paper.
⑬	Clearance adjusting lever	Used for adjusting the clearance between the folding rollers.
⑭	Guide plate	Holds the paper. Can be opened and closed to remove jammed paper.
⑮	Total counter	Counts the number of times stapled.

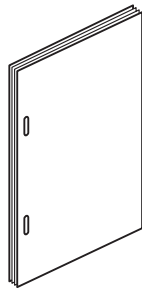
4. CHECK THIS BEFORE USE

4-1. What is Stapling, Stapling & Folding, Folding?

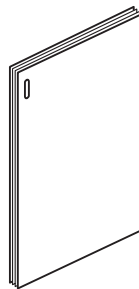
● Stapling

Side-staples or corner-staples the paper with staplers.

Side-stapling

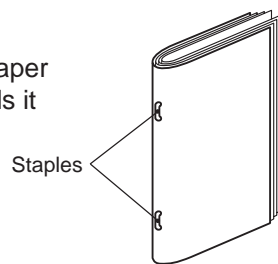


Corner-stapling



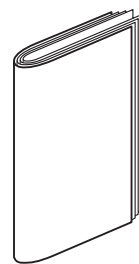
● Stapling & folding

Saddle-staples the paper with staplers and folds it along the center line.



● Folding

Center-folds the paper without stapling.



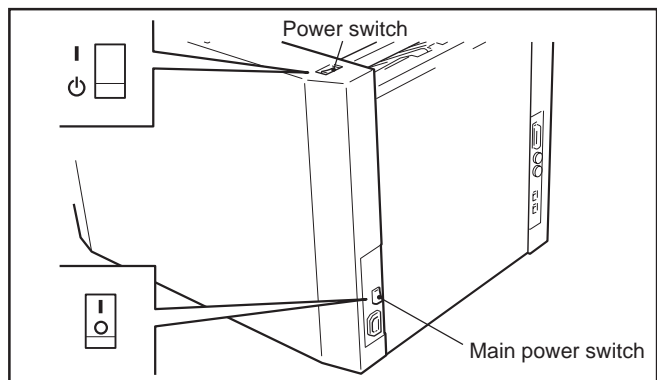
4-2. When Turning ON the Power

Press the “I” of the main power switch, and then press the “I” of the power switch at the top of the unit to turn ON the power. The power ON indicator on the control panel lights up. If paper remains in the unit, remove the paper first before turning ON the power.

WARNING



Do not touch the power switch with wet hands. Otherwise electric hazards may occur.



Main power switch

Switch for turning on power supply to the unit. Normally, leave ON (set to “I”). Normally use the power switch at the top of the unit to turn ON and OFF the power.

NOTE : To turn OFF the main power, turn off the power using the power switch at the top of the unit before turning OFF the main power switch.

Power switch

Switch for turning ON and OFF the power of the unit.

(If the downstream unit has a remote function, pressing this switch will also turn ON and OFF the power of the downstream unit at the same time.)

Remote function

This function is used for turning ON/OFF the power of each unit using just one power switch when linking several processing units.

5. BINDING

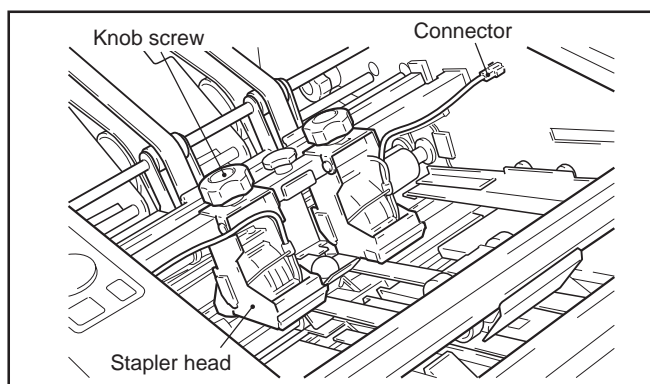
This chapter describes binding operations in the on-line mode and off-line (manual feed) mode. To bind another new set, bind one set, check that each page has been bound properly, and that the stapled and folded positions are correct first before beginning continuous binding operations.

NOTE : Setting the wrong paper size with the stapler head, clincher, side jogger, etc., and the wrong stapling/folding method (saddle-stapling, center-folding, side-stapling, corner-stapling) will not only lead to poor finish but cause the unit to damage as well. Read the following instructions carefully.

5-1. Setting the Staple Position

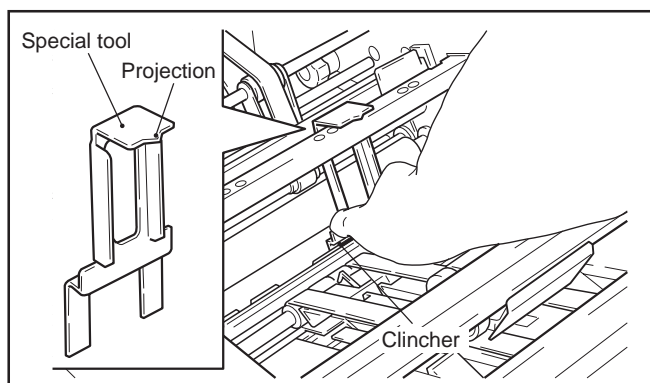
- To set the staple position, the stapler head and clincher must be moved.
- To move the clincher, a special tool (accessory) is required.

1 Disconnect the connector, and then rotate the knob screw and remove the stapler head.

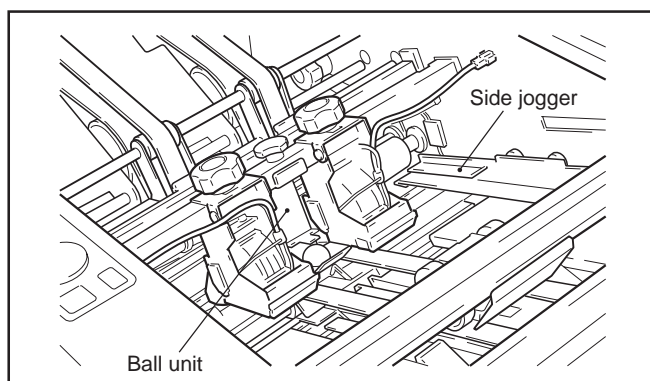


2 Insert the special tool into the clincher, and while pushing it down, move the clincher to the desired position.

- Set the projection of the special tool to the position to be set.
- Lift up the special tool slightly and swing it to the left and right. The clincher will stop.



3 If the ball unit or side jogger must be removed temporarily to move the clincher, ensure that each part is fixed properly after setting.

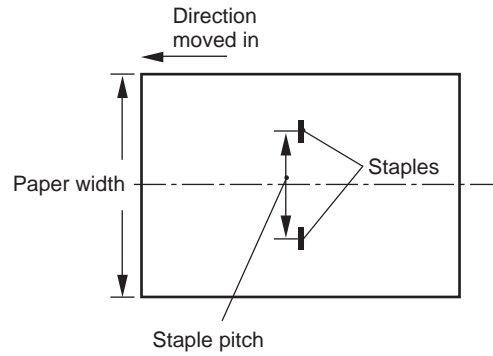


5. BINDING

◆ *Setting saddle-stapling position*

- The position to be stapled is determined after setting the center of the paper on the unit.

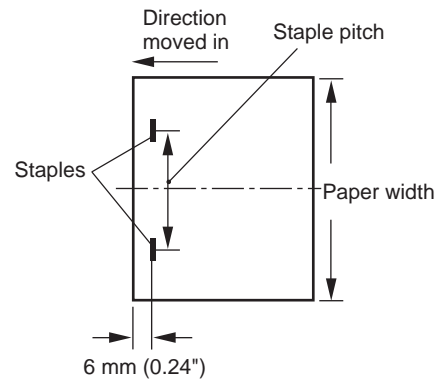
	Settable Staple Pitch (mm (inch))	
	108 (4.25)	160 (6.30)
Paper Width (mm (inch))	Above 200 (7.87)	Above 252 (9.92)



◆ *Setting side-stapling position*

- Staples within 6 mm (0.24") from the lead edge of the paper.
- The position to be stapled is determined after setting the center of the paper on the unit.

	Settable Staple Pitch (mm (inch))	
	108 (4.25)	160 (6.30)
Paper Width (mm (inch))	Above 200 (7.87)	Above 252 (9.92)



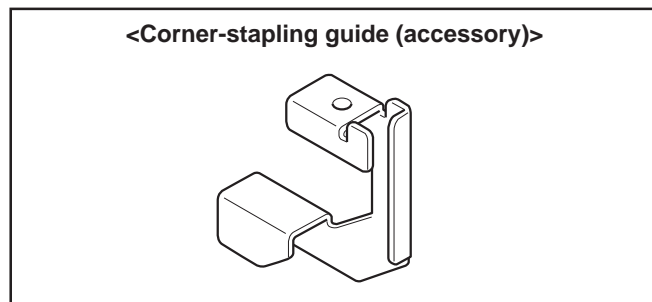
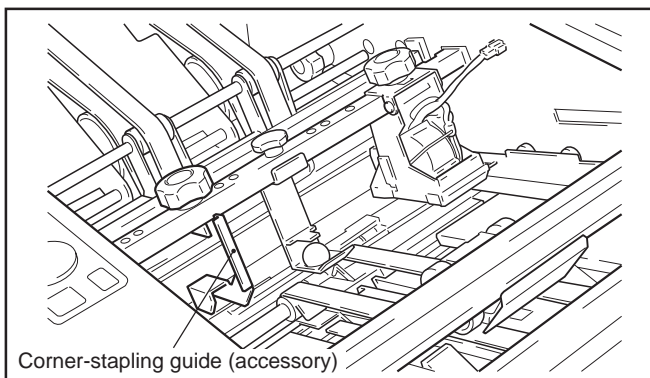
◆ **Setting corner-stapling position**

- A4 and LTR size paper can be corner-stapling only if fed in wide edge leading.
- Staples the paper on the right corner as seen from the direction in which the paper moves within 6 mm (0.24") from the lead edge of the paper.

NOTE : To staple the paper on the left corner as seen from the direction in which the paper moves, the optional corner-stapling side jogger (left) is required.

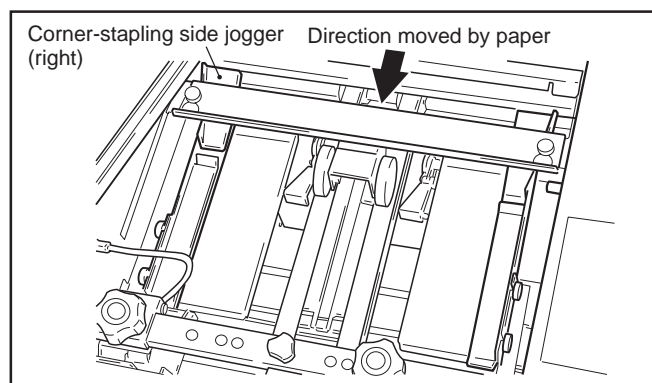
- Remove the stapler head which is not used for corner-stapling, and secure the clincher 80 mm (3.15") from the center of the unit. And set the corner-stapling guide (accessory) at the same position.

NOTE : Should not use stapler head without the staple cartridge instead of the corner-stapling guide. Stapling with the staple cartridge removed will cause the stapler head to damage.

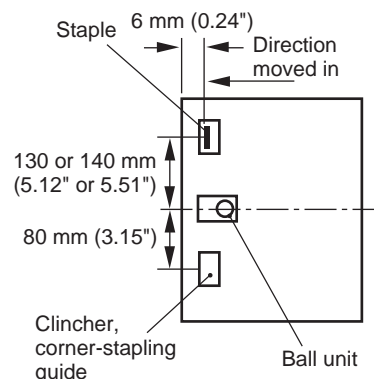


- As shown in the figure, remove the side jogger for saddle-stapling/folding, center-folding, and side-stapling. And attach the corner-stapling side jogger (right) instead.

NOTE : When setting from the corner-stapling mode to the side-stapling, saddle-stapling, and center-folding modes, be sure to replace the corner-stapling side jogger with the normal side jogger.



Paper Size (Feed in landscape direction)	Settable Staple Position (mm (inch)) (Position from the Center)	
	130 (5.12)	140 (5.51)
A4	×	○
LTR	○	×



5-2. Adjusting the Roller Clearance

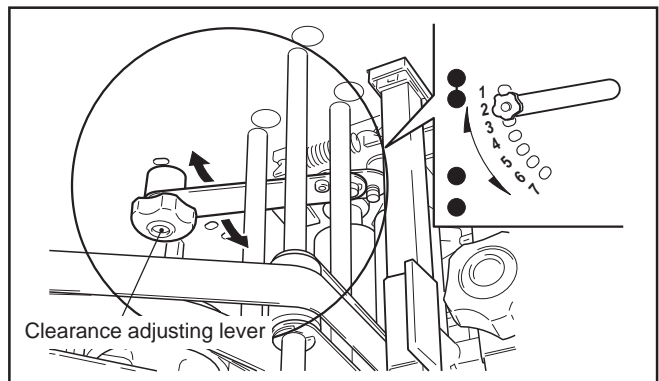
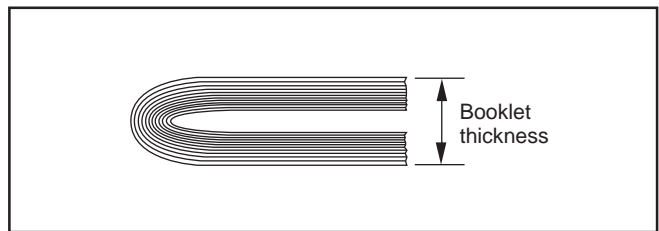
If folding operations are to be performed, roller clearance adjustment is required. This is to prevent the cover of the booklet from damages in binding operations and to prevent paper jamming during conveyance at the folding section.

Set the clearance adjusting lever to an appropriate position shown in the following table according to the thickness of the booklet.

The clearance adjusting lever is provided at the left and right sides. Be sure to set the same position number for both the left and right sides.

Thickness of One Booklet	Lever Position No.
Below 1.7 mm (0.07")	1
1.5 to 2.7 mm (0.06" to 0.11")	2
2.5 to 3.5 mm (0.10" to 0.14")	3
3.2 to 4.0 mm (0.13" to 0.16")	4
3.7 to 4.5 mm (0.15" to 0.18")	5
4.2 to 5.0 mm (0.17" to 0.20")	6
Above 4.7 mm (0.19")	7

NOTE : Since conditions change according to the paper quality, the setting position of the lever may differ from the above table.



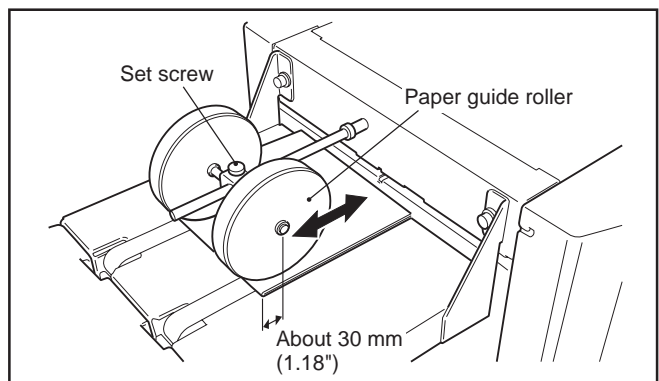
5-3. Setting the Position of the Paper Guide Roller

Adjust so that the lead edge of the ejected paper is slightly beyond the center of the paper guide roller as follows.

- ① Loosen the set screw.
- ② Adjust the position of the roller so that the distance from the lead edge of the paper ejected to the center of the roller is about 30 mm (1.18").
- ③ Tighten the set screw to fix the roller.

NOTE : As above standard position will differ according to the paper size, quality, and number of sheets, in such cases, set the roller accordingly.

If not at the appropriate position, paper may not be ejected smoothly.

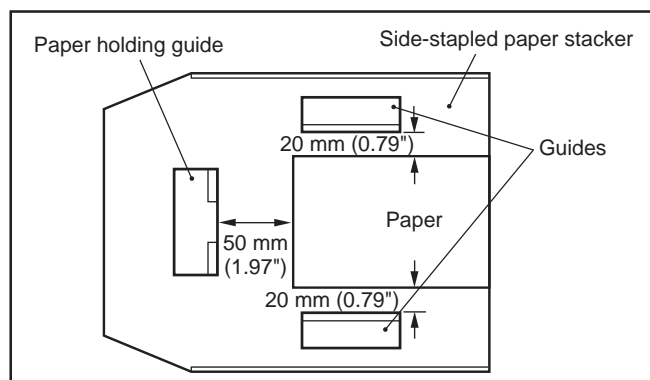
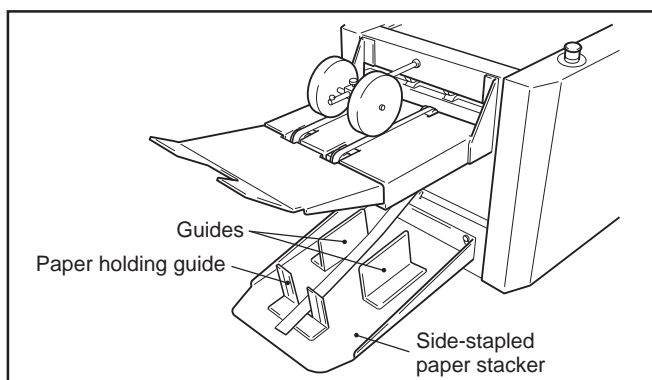


5-4. Using the Guide

When side-stapling is performed, set the guides and paper holding guide on the side-stapled paper stacker.

- Place the paper on the stacker. And set the guides about 20 mm (0.79") away from the left and right sides of the paper.
Next, set the paper holding guide about 50 mm (1.97") away from the lead edge of the paper. However, the position of the guides and paper holding guide may change according to the paper quality and number of sheets to be processed.

- Set the guides and paper holding guide so that the curved in part faces outwards as shown in the figure.
Set the curved in part inwards only when the paper is too big and the guides and paper holding guide cannot be set.



NOTE : The paper stacking height for the side-stapled paper stacker is about 90 mm (3.54").

As stacking paper more than this height will cause paper to jam, remove accumulated paper when performing continuous operations to ensure this height is not exceeded.

5-5. Selecting the Ball Unit Ball

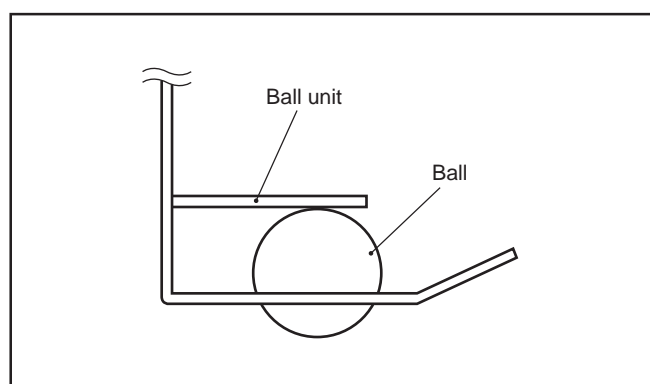
The standard plastic ball is set at shipment. If the stapling position shifts or if paper jams when the paper is conveyed from the stapling to folding section, change to the steel ball provided.

To increase the conveyance force

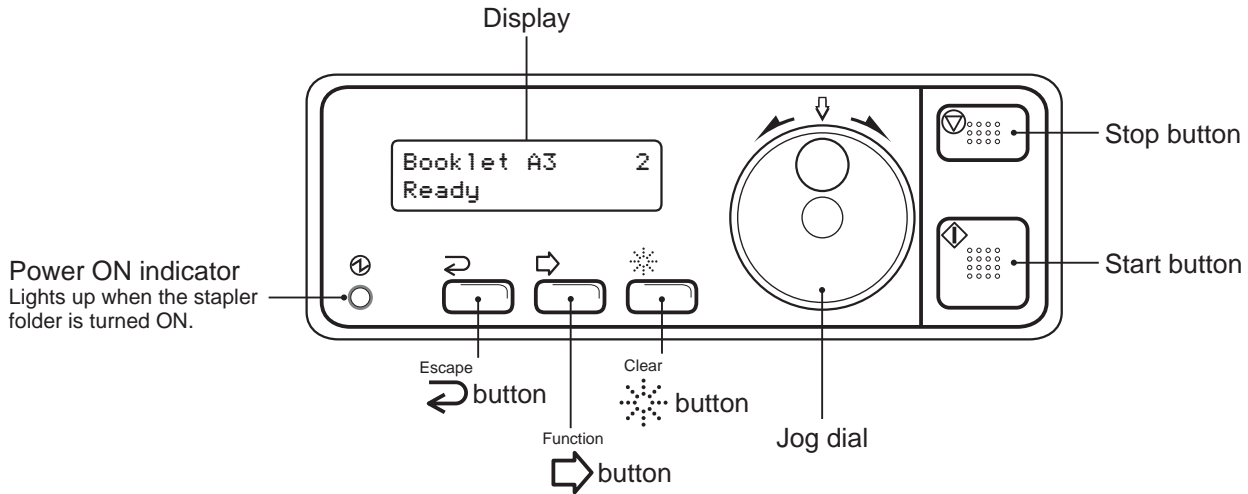
Use the steel ball.

To decrease the conveyance force

Use the standard plastic ball.



6. OPERATING



Stapler folder control panel

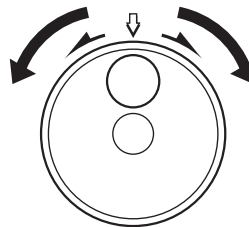
6-1. Basic Operation

◆ Example of stapling and folding six A4 size sheets of paper

1 Select the output mode.

● Use the jog dial on the stapler folder control panel for this setting.

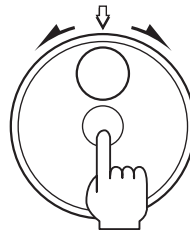
① Turn the jog dial to display “Output Mode” in the display.



Output Mode
Booklet

The second line shows the currently set output mode.

② Press the center of the jog dial.



Select Mode
Booklet-Side ST

③ Turn the jog dial to select “Booklet”.

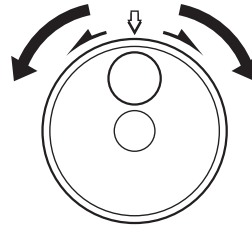
NOTE : ● Even when you have selected “Booklet”, the paper will only be folded (not stapled) if you select “1” in step 3.

● If the “Through” is selected, the paper is ejected without being processed.

The paper size cannot be changed in the “Through” mode. Therefore before using the “Through” mode, change to the desired paper size in output modes other than the “Through” mode.

To cancel the setting

Instead of going on to step ④, press the ↵ (Escape) button to return to step ①.

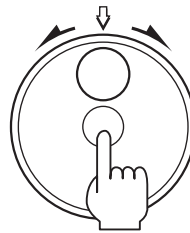


The selected output mode shifts to the beginning of the line and starts blinking.



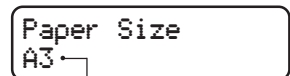
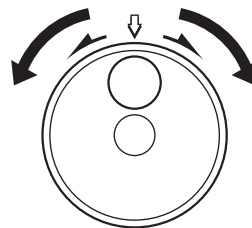
④ Press the center of the jog dial to confirm the selection in step ③.

NOTE : If the paper size set when selecting the output mode is not suitable for the output mode, priority will be given to the output mode, and the paper size will automatically be changed to a suitable size.



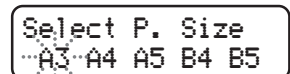
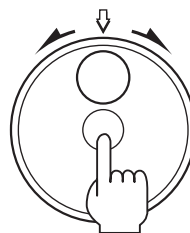
2 Set the paper size to be processed.

① Turn the jog dial to display “Paper Size” in the display.



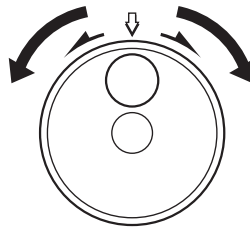
The paper size displayed in the second line is currently selected.

② Press the center of the jog dial.



6. OPERATING

- ③ Turn the jog dial to select the size.
If the paper size to be set is not a standard size, select “Custom”.



The selected paper size shifts to the beginning of the line and starts blinking.

```
Select P. Size
A4 A5 B4 B5 LGR
```

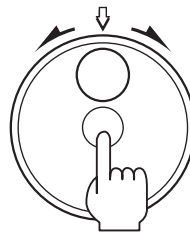
To cancel the setting

Instead of going on to step ④, press the ↶ button to return to step ①.



- ④ Press the center of the jog dial to confirm the paper size.

NOTE : In some output modes, the paper size cannot be set.
In this case, as the output mode set and paper size selected do not match, select the suitable paper size according to the following table.



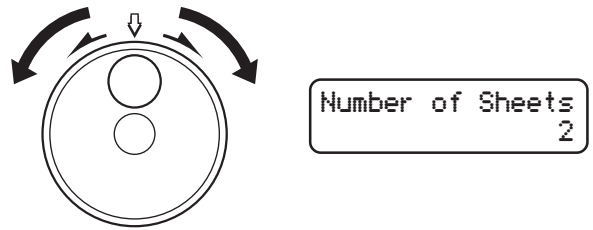
```
Paper Size
A4
```

Output Mode	Settable Paper Size
Booklet, Fold	A3SR, A3, B4, A4, LGL, LTR, LGR
Side ST	A4, B5, A5, LTR, IV
Corner ST	A4, LTR

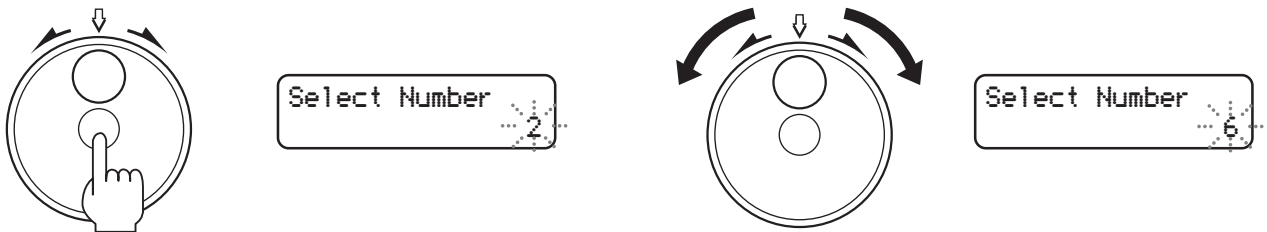
When “Custom” has been selected, perform the “◆ Presetting/changing the custom size” on the next section.

3 Set the number of sheets.

- ① Turn the jog dial to display “Number of Sheets” in the display.



- ② Press the center of the jog dial to enter the selection mode, then turn it to select the desired number of sheets (1 to 25).




To reset the number to “1”

Press the  (Clear) button.

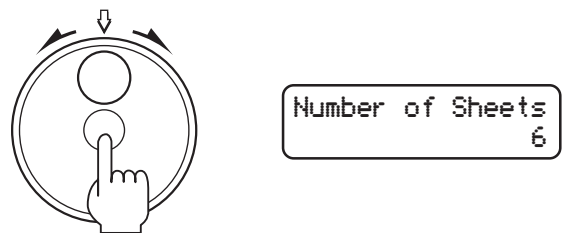



To cancel the setting

Instead of going on to step ③, press the  button to return to step ①.



- ③ Press the center of the jog dial to confirm the number of sheets.



- 4 Press the  button twice to return to the “Ready” screen.



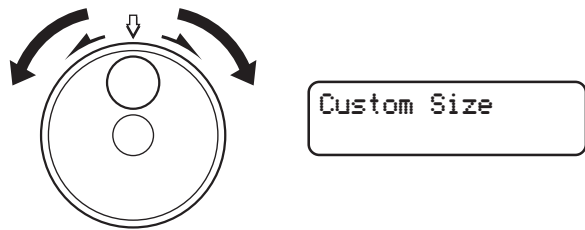
- 5 After completing the above settings, bind one set first and check the binding condition. Refer to “6-2. Using Connected to the DFC-10/12” and “6-3. Using in the Off-line (Manual Feed) Mode”.

◆ **Presetting/changing the custom size**

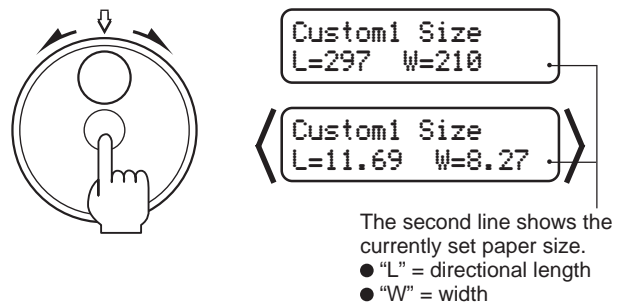
When using nonstandard size paper, preset the customized paper size in the unit memory. Three custom sizes can be memorized (Custom 1, Custom 2, Custom 3). A4 is memorized as the default for these three custom sizes.

NOTE : The LCD messages in the brackets < > below are displayed when using this unit in the inch display specifications.

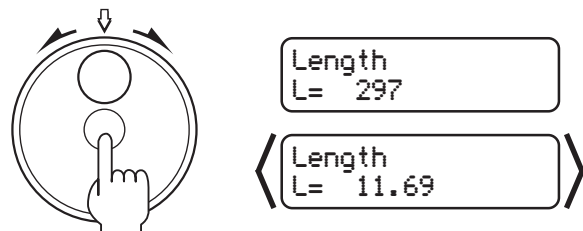
1 Turn the jog dial to display “Custom Size” in the display.



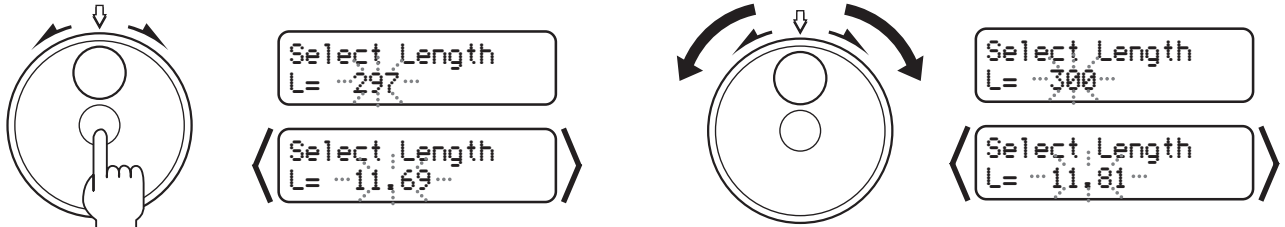
2 Press the center of the jog dial to enter the custom No. selection mode, then turn it to select custom No. (1 to 3).




3 Press the center of the jog dial to enter the length/width selection mode.

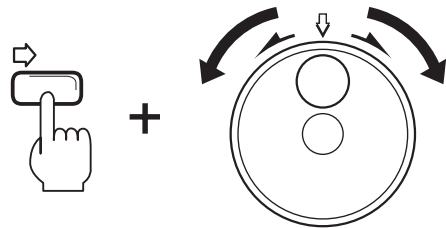


4 Press the center of the jog dial to enter the selection mode, then turn it to select the desired paper length in millimeters (inches) (139 to 450 mm (5.47" to 17.72")).



To change the value in units of 100

Turn the jog dial while pressing the  (Function) button.




To reset the value to the minimum "139 mm (5.47")"

Press the  button.



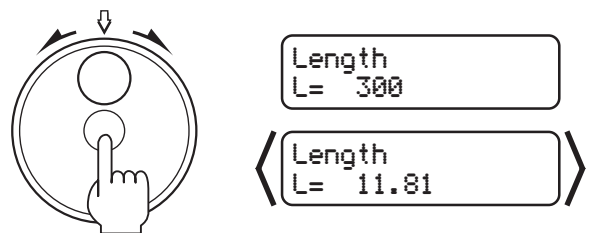
To cancel the setting

Instead of going on to step 5, press the  button. The unit will return to the length/width selection mode. To select the length again, repeat step 4. To select the width, go to step 6.



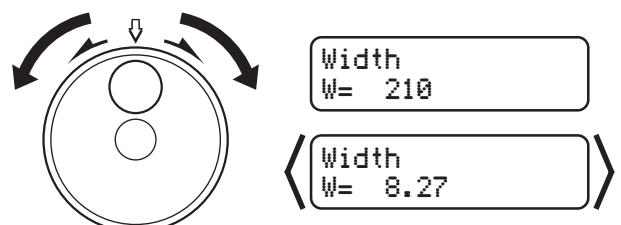
5 Press the center of the jog dial to confirm the length.

NOTE : In some output modes, the paper length cannot be set. In this case, as the output mode set and paper length selected do not match, select the suitable paper length according to the following table.



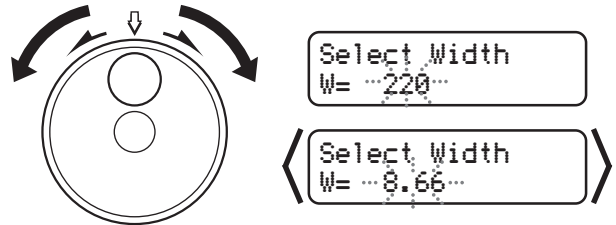
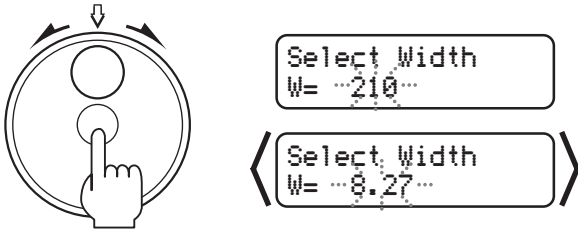
Output Mode	Settable Paper Length
Booklet, Fold	200 to 450 mm (7.87" to 17.72")
Side ST	139 to 231 mm (5.47" to 9.09")

6 Turn the jog dial to select "Width".



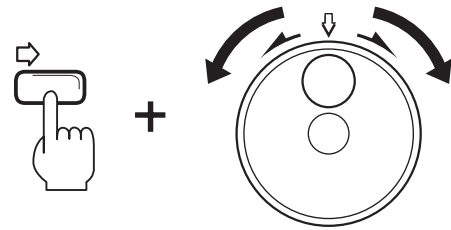
6. OPERATING

- 7** Press the center of the jog dial to enter the selection mode, then turn it to select the desired paper width in millimeters (inches) (200 to 320 mm (7.87" to 12.60")).



To change the value in units of 100

Turn the jog dial while pressing the button.



To reset the value to the minimum "200 mm (7.87")"

Press the button.

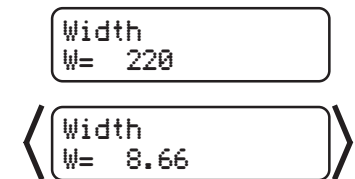
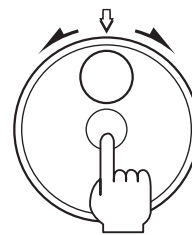


To cancel the setting

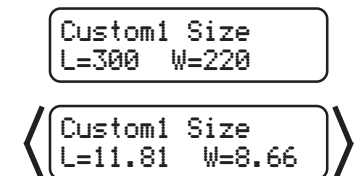
Instead of going on to step 8, press the button to return to step 4 or 6.



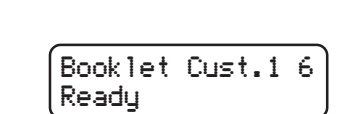
- 8** Press the center of the jog dial to confirm the width.



- 9** Press the button to return to the custom No. selection mode.



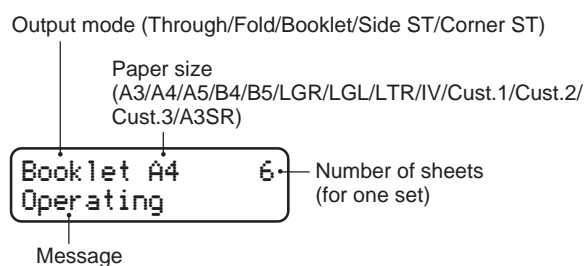
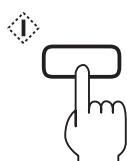
- 10** Press the button twice to return to the "Ready" screen.



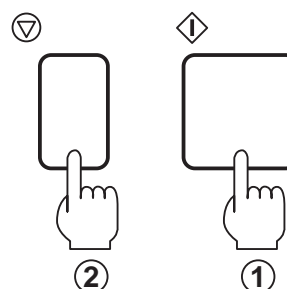
6-2. Using Connected to the DFC-10/12

- 1 Set the paper size and binding method, etc. on the DFC-10/12.
For details of the settings, refer to **the DFC-10/12 instruction manual**.
- 2 Press the preset key on the control panel of the DFC-10/12. Test operations will start.
One set from the DFC-10/12 is ejected to the side-stapled paper stacker.
Follow **the DFC-10/12 instruction manual** and check the number, etc. of set of paper.

Paper stapling and folding operations are not performed during test operations.



- 3 Press the start key on the control panel of the DFC-10/12 to bind 1 set, and then press the stop key.



- 4 Check the binding condition, and adjust as follows if necessary.

Setting the paper guide roller position

Refer to “5-3. Setting the Position of the Paper Guide Roller”.

To adjust the stapling and folding positions, and paper alignment

Refer to “7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS”.

- 5 Continuously bind the number of required sets on the DFC-10/12.

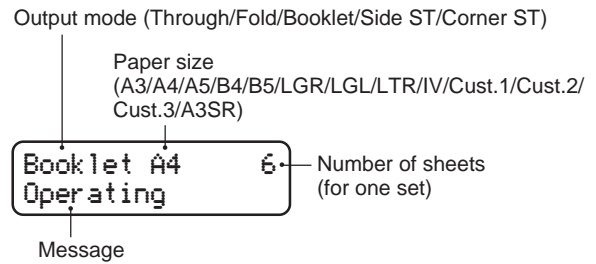
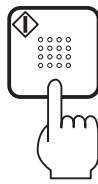
NOTE : For details of the DFC-10/12 operations, refer to the instruction manual for the DFC-10/12.

6-3. Using in the Off-line (Manual Feed) Mode

If some paper have already been collated, these can be inserted into the stapler folder by hand for stapling and folding. One set is completed at a time.

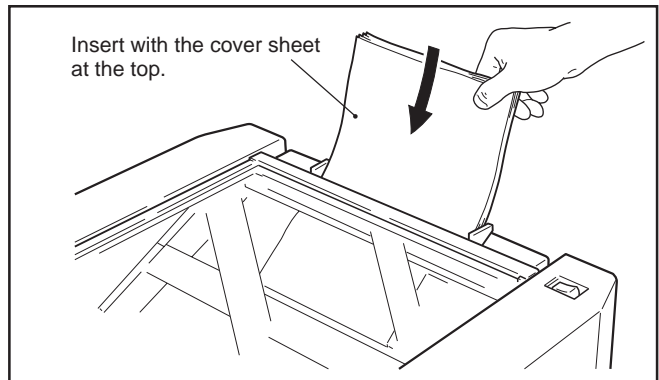
1 Press the start button.

The conveying section will begin to move, and the message “Operating”, along with the current settings will appear in the display.



2 Align the paper with the cover sheet at the top, and insert the paper aligned into the manual feed slot.

NOTE : Always align the paper before inserting.



Remark : The indication label shows the saddle-stapling/folding and center-folding size. For side-stapling and corner-stapling, the actual paper size and labeled size will differ. The labeled size is twice the actual paper size as shown below.

Actual paper size : A5 → Indication label mark : A4
 Actual paper size : B5 → Indication label mark : B4
 Actual paper size : A4 → Indication label mark : A3
 Actual paper size : LTR → Indication label mark : LGR

3 Check the binding condition, and adjust as follows if necessary.

Setting the paper guide roller position

Refer to “5-3. Setting the Position of the Paper Guide Roller”.

To adjust the stapling and folding positions, and paper alignment

Refer to “7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS”.

- 4** Press the stop button when the operation is finished.
The message “Operating” turns to “Ready” and the conveying section stops.



Booklet A4 6
Ready

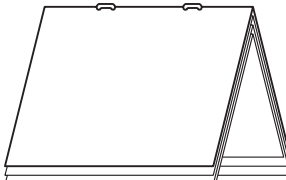
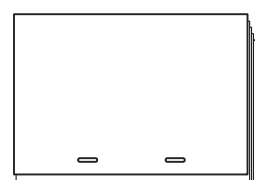
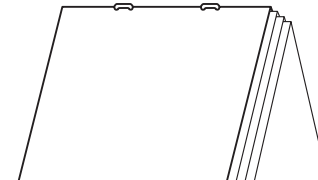
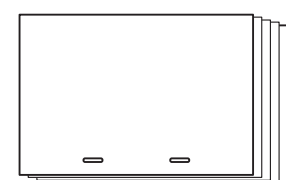
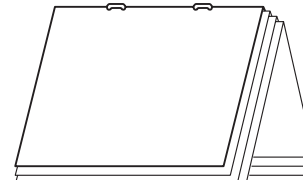
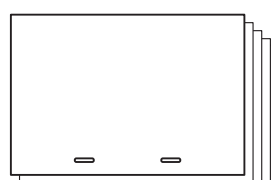
7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

7-1. Check the Binding Condition

Fine adjustment is required when the paper is not aligned, or the stapling or folding position is unsatisfactory.

◆ Is the paper aligned?

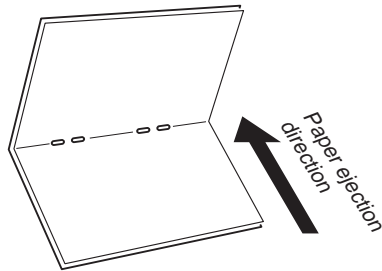
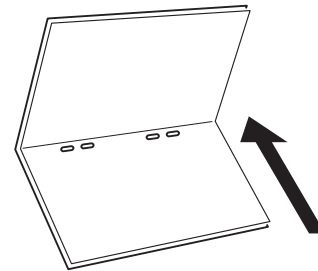
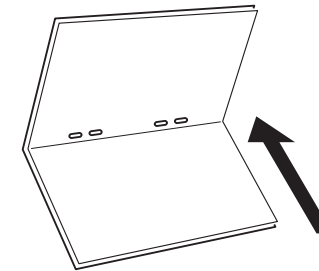
If not, refer to “7-2. Fine-adjusting the Paper Alignment”.

<p>● The sheets of paper are not aligned along the length.</p>   <p>It is necessary to adjust the back joggles.</p>	<p>● The sheets of paper are not aligned along the side.</p>   <p>It is necessary to adjust the side joggles.</p>	<p>● The sheets of paper are not aligned along the length and side.</p>   <p>It is necessary to adjust both the back joggles and the side joggles.</p>
--	--	---



◆ Are the folded line and stapled position aligned?

If not, refer to “7-3. Fine-adjusting the Stapling and Folding Positions”.

<p>● Correct example</p> <p>The folded line and stapled position are aligned.</p> 	<p>● The folded line is slightly deviated above the stapled position.</p>  <p>Fine-adjust the folding position by inputting an appropriate value on the + (plus) side.</p>	<p>● The folded line is slightly deviated below the stapled position.</p>  <p>Fine-adjust the folding position by inputting an appropriate value on the - (minus) side.</p>
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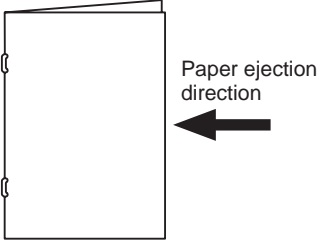
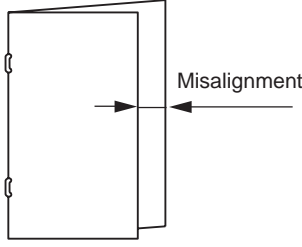
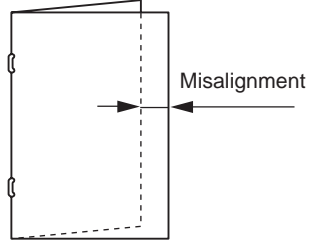


7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

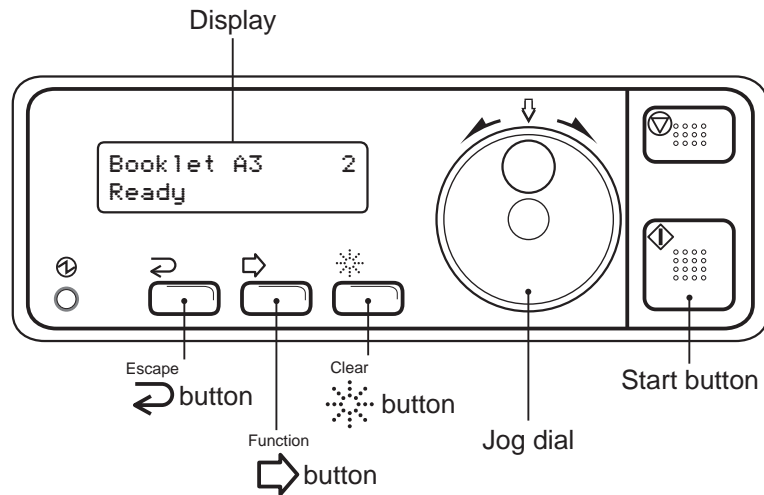


◆ Is the stapled/folded line at the center of the paper?

If not, refer to “5-5. Selecting the Ball Unit Ball” and “7-3. Fine-adjusting the Stapling and Folding Positions”.

<p>● Correct example The stapled/folded line is at the center of the paper.</p> 	<p>● The stapled/folded line is out of position and the top half of the paper is shorter.</p>  <p>Fine-adjust the stapling position by inputting an appropriate value on the + (plus) side.</p>	<p>● The stapled/folded line is out of position and the bottom half of the paper is shorter.</p>  <p>Fine-adjust the stapling position by inputting an appropriate value on the - (minus) side.</p>
--	---	---

7-2. Fine-adjusting the Paper Alignment



Stapler folder control panel

NOTE : During fine adjustments, no trimming is performed even if the trimmer is connected.

1 Set the output mode, paper size, and number of sheets.
Refer to “6-1. Basic Operation”.

- All the fine-adjustment data are memorized for each paper size.

7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

2 Turn the jog dial to display “Fine Adjustment”.

Fine Adjustment
A3

The second line shows the currently set paper size.

3 Press the center of the jog dial to enter the adjustment item selection mode.

- Turning the jog dial here displays four items. Select in step 8.

4 Press the start button.

- When connected to the DFC-10/12, the preset key of the DFC-10/12 control panel can be used.

5 Neatly align and insert paper of the size selected and for the number of sheets selected in step 1 into the manual feed slot.


(Refer to step 2 in “6-3. Using in the Off-line (Manual Feed) Mode”.)

NOTE : ● If the number of sheets set and the number actually inserted differ, the paper will not be bound properly.

- The following fine adjustments can be performed on the actual paper used for more accuracy.

To exit the fine-adjustment mode

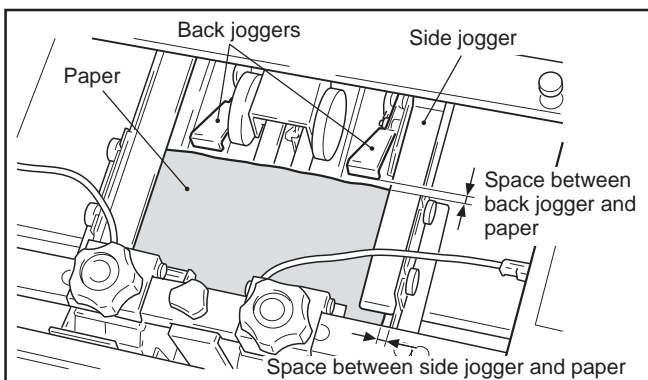
Press the start button. The paper will be stapled and folded, then ejected.

6 Press the  (Function) button.

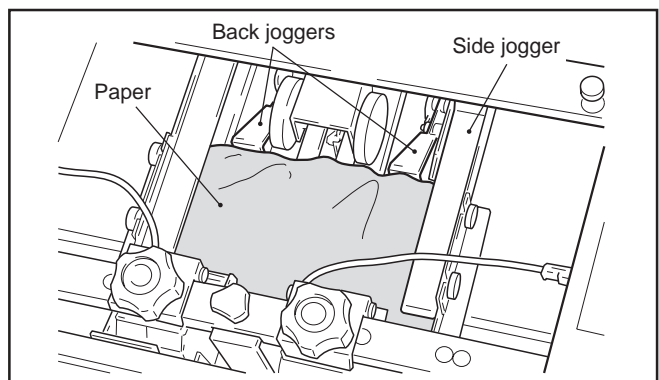
- All the side joggles and the back joggles move to a position where they align the paper. Check the position of the joggles against the paper.

All the joggles should be positioned so that they lightly touch the paper edges.

When the joggles do not touch the paper



When the joggles are positioned too close to the paper, causing the paper to bend



7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

7 Press the  button again.

- All the side joggers and the back joggers move so that they are open.

8 Turn the jog dial to select the adjustment item.

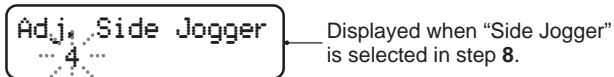
<When adjusting the side jogger position>



<When adjusting the back jogger position>



9 Press the center of the jog dial to enter the value selection mode, then turn the jog dial to select the adjustment value (–9 to 9).



- The value for "1" is approximately 0.5 mm (0.02").
If the space between the side joggers and both sides of the paper in step 6 totals 2 mm (0.08"), select "4" ($2 \div 0.5$).
- If the paper in step 6 are bent, select the appropriate value on the "–" side.

To reset the value to "0"

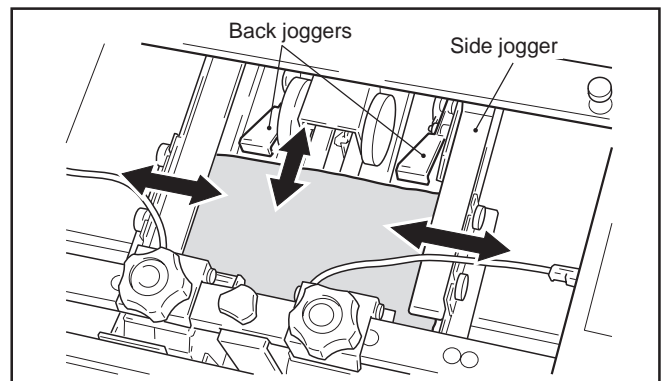
Press the  (Clear) button.

To cancel the setting

Instead of going on to step 10, press the  (Escape) button to return to step 8.

10 Press the center of the jog dial to confirm the selected value.

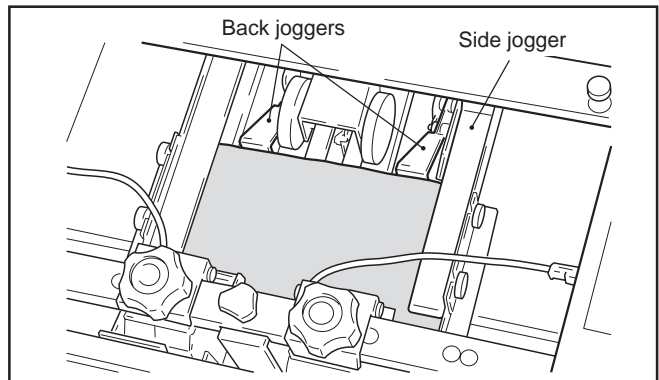
- The standby position of the jogger will move by the margin adjusted in step 9.



7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

11 Press the  button.

- All the side joggles and the back joggles move to a position where they align the paper.
When the adjustment is completed, check that all the joggles lightly touch the paper edges.



When it is necessary to re-adjust/When fine-adjusting the other joggles

Repeat steps 7 to 11.

To exit the fine-adjustment mode

All the fine-adjustment data are memorized for each paper size. It is possible to access the memorized data of this fine adjustment any time when processing the same size paper, even after selecting other sizes.

① Press the start button.

The paper is stapled and folded, then ejected to the stacker.

② Check the finish.

③ When it is necessary to re-adjust, repeat the procedure from step 4.

If there is no problem with paper alignment, press the  button. Pressing the  button memorizes the setting and returns to the step 2 state.

NOTE : During fine adjustments, if the side joggles and back joggles are at the paper aligning positions, or if the paper is present inside the unit, pressing the  button will not return the step 2 state. To return to the step 2 state, open the joggles by pressing the  button, or press the start button to eject the paper inside the unit.

When it is necessary to further adjust the stapling and folding positions

① Press the  button to open the joggles.

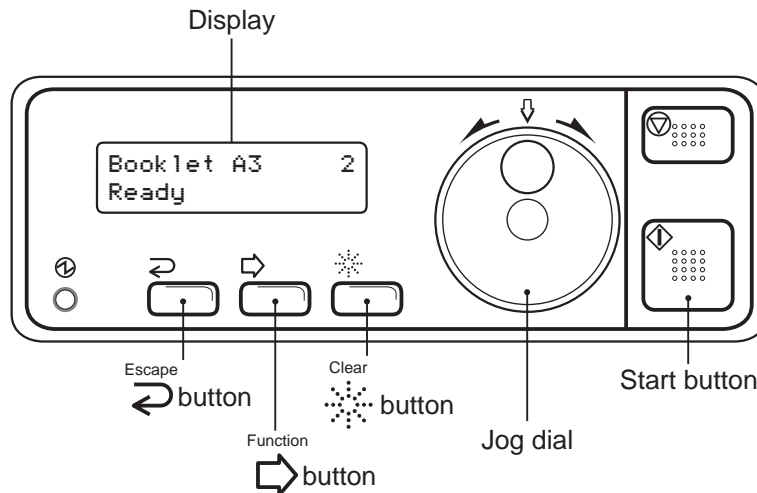
② Follow the instructions of “7-3. Fine-adjusting the Stapling and Folding Positions”.

For adjustment, use the paper which is already inside.

7-3. Fine-adjusting the Stapling and Folding Positions

◆ Before fine-adjusting

- If the paper is not properly aligned, first perform the instructions of “7-2. Fine-adjusting the Paper Alignment”.
- When the adjustment of the stapling and folding positions is to directly follow step 11 in “7-2. Fine-adjusting the Paper Alignment”, continue from step 6 below.



Stapler folder control panel

NOTE : During fine adjustments, no trimming is performed even if the trimmer is connected.

1 Set the output mode, paper size, and number of sheets.
Refer to “6-1. Basic Operation”.

- All the fine-adjustment data are memorized for each paper size.

2 Turn the jog dial to display “Fine Adjustment”.



3 Press the center of the jog dial to enter the adjustment item selection mode.

- Turning the jog dial here displays four items. Select in steps 8 and 9.

4 Press the start button.

- When connected to the DFC-10/12, the preset key of the DFC-10/12 control panel can be used.

7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

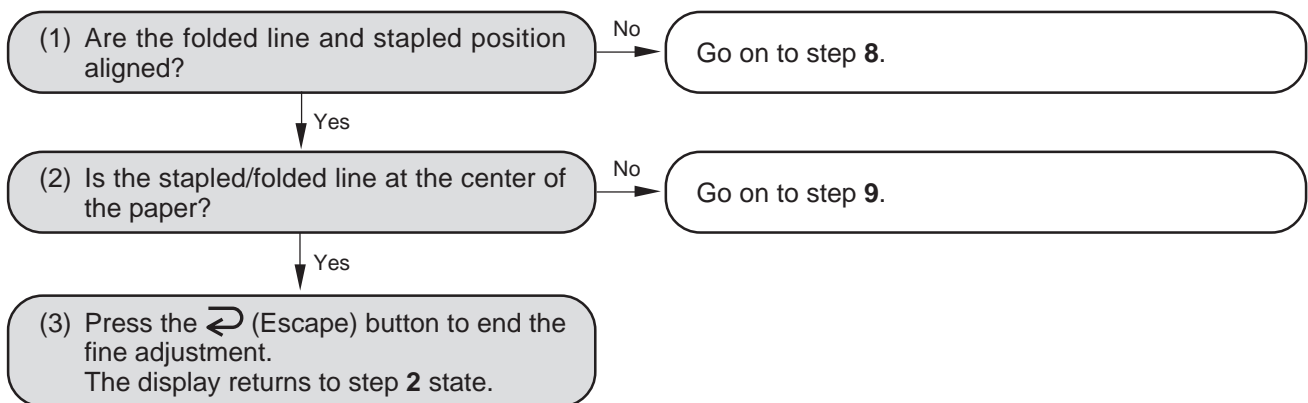
- 5** Neatly align and insert paper of the size selected and for the number of sheets selected in step 1 into the manual feed slot.
(Refer to step 2 in “6-3. Using in the Off-line (Manual Feed) Mode”.)

NOTE : ● If the number of sheets set and the number actually inserted differ, the paper will not be bound properly.
● The following fine adjustments can be performed on the actual paper used for more accuracy.

- 6** Press the start button.

● The paper will be stapled and folded, then ejected to the stacker.

- 7** Check the binding condition.
Check the following points while referring to the figures in “7-1. Check the Binding Condition”.



- 8** Perform fine adjustments to align the folding line and stapling position as follows.

① Turn the jog dial to select “Fold”.



7. FINE-ADJUSTING PAPER ALIGNMENT, STAPLING AND FOLDING POSITIONS

- ② Press the center of the jog dial to enter the value selection mode, then turn the jog dial to select the adjustment value (–9 to 9).

- Align the folding line with the stapling position.

The value for “1” is approximately 0.5 mm (0.02”).

Check the following cases, referring to the figures in “7-1. Check the Binding Condition”.

If the folded line is 2 mm (0.08”) above the stapled position, select “4” ($2 \div 0.5$).




If the folded line is 1 mm (0.04”) below the stapled position, select “–2” ($-1 \div 0.5$).



To reset the value to “0”

Press the  (Clear) button.

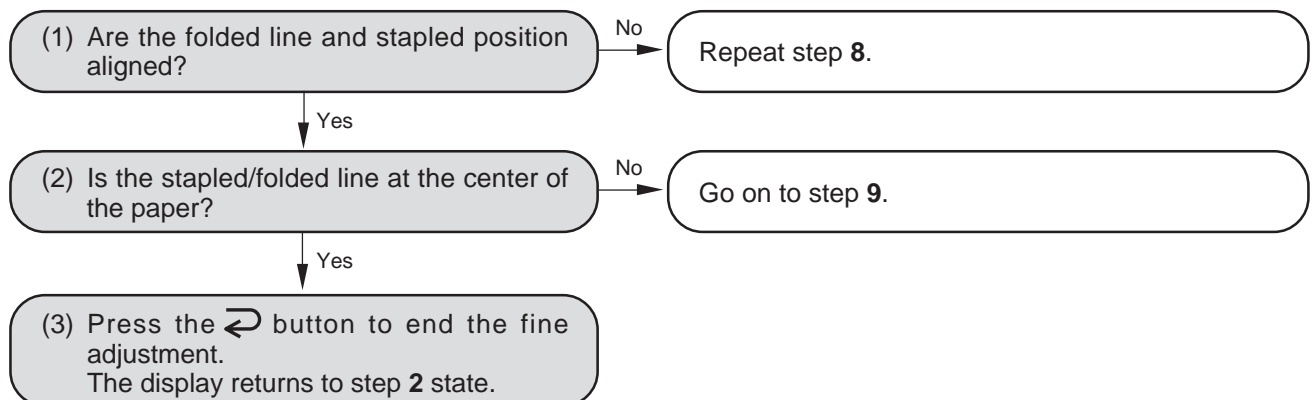
To cancel the setting

Instead of going on to step ③, press the  button to return to step ①.

- ③ Press the center of the jog dial to confirm the selected value.

- ④ Perform steps 4 to 6 in order to check the binding condition.

- While referring to the figures in “7-1. Check the Binding Condition”, check the ejected paper in the following order.



9 Perform fine adjustments to eliminate misalignment at the edge by shifting the stapling position as follows.

However, this will not affect the position of the folding line against the stapling position (the adjustment completed in step 8).

① Turn the jog dial to select “Staple”.



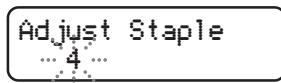
② Press the center of the jog dial to enter the value selection mode, then turn the jog dial to select the adjustment value (-9 to 9).

● Center the stapling/folding line by shifting the stapling position. The position of the folding line against the stapling position (the adjustment completed in step 8) will not be affected by this adjustment.

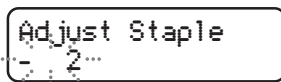
The value for “1” is approximately 1 mm (0.04”).

Check the following cases, referring to the figures in “7-1. Check the Binding Condition”.

When the stapling/folding line is out of position making the top half of the paper short, if the amount of misalignment is 4 mm (0.16”), select “4”.




When the stapling/folding line is out of position making the bottom half of the paper short, if the amount of misalignment is 2 mm (0.08”), select “-2”.



To reset the value to “0”

Press the  button.

To cancel the setting

Instead of going on to step ③, press the  button to return to step ①.



③ Press the center of the jog dial to confirm the selected value.

④ Perform steps 4 to 6 in order to check the binding condition.

● While referring to the figures in “7-1. Check the Binding Condition”, check whether stapled/folded line of the ejected paper is centered.

● If not, repeat step 9.

● If yes, press the  button to end the fine adjustment. Pressing the  button memorizes the setting and returns to the step 2 state.

NOTE : During fine adjustments, if the side joggers and back joggers are at the paper aligning positions, or if the paper is present inside the unit, pressing the  button will not return the step 2 state. To return to the step 2 state, open the joggers by pressing the  (Function) button, or press the start button to eject the paper inside the unit.

8. OTHER SETTINGS

It is possible to change the following settings.

◆ “Staple Sensor on/off” setting

Each (left and right) stapler holds 5,000 staples. When “Staple Sensor” is set to “on” and there are only 20 staples left in the cartridge, the message “Stapler L Nearly Empty” or “Stapler R Nearly Empty” or “Stapler Nearly Empty” appears in the display and the unit stops.

NOTE : ● If “Staple Sensor” is set to “off” before starting operation, it is possible to use up all the staples, however there will be no warning message and the unit will not stop even when all the staples are finished.
● Once the stapler folder is turned off and then on again, “Staple Sensor” will automatically be set to “on”.

◆ “Tone on/off” setting

When “Tone” is set to “on”, the tone sounds when any control panel button is pressed or any error has occurred. When set to “off”, the tone is deactivated.

◆ Setting the shift speed of characters displayed on the LCD (Liquid Crystal Display)

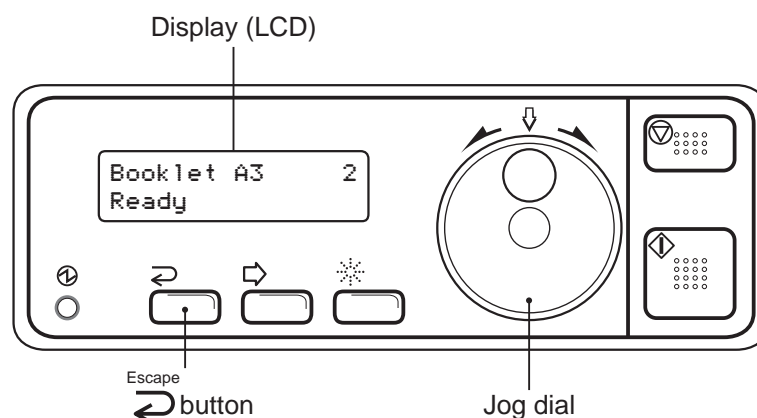
“Shift Speed” of the LCD can be set to one of the following four levels: “Fast”, “Normal”, “Slow”, and “Very Slow”.

◆ Setting the blink speed of characters displayed on the LCD (Liquid Crystal Display)

“Blink Speed” of the LCD can be set to one of the following four levels: “Fast”, “Normal”, “Slow”, and “Very Slow”.

◆ Custom size display

When “mm/In Setting” is set to “Meter”, the custom size input unit will be displayed in “mm”. When set to “Inch”, it will be displayed in “inch”.



Perform the settings as follows.

1 Turn the jog dial to display “Other Setting”.

8. OTHER SETTINGS

2 Press the center of the jog dial to enter the item selection mode.

3 Turn the jog dial to select one of the following items to be changed:

- “Staple Sensor”
- “Tone”
- “LCD Setting” (Select this item at the time of changing the shift speed or blink speed.)
- “mm/In Setting”

4 Press the center of the jog dial to confirm the selection in step 3.

5 Turn the jog dial and select one of the following options depending on the item:

For “Staple Sensor on/off” or “Tone on/off”

Select “on” or “off”.

For “LCD Setting”

Select “Shift Speed” or “Blink Speed”.

For “Select mm/In”

Select “Meter” or “Inch”.

6 Press the center of the jog dial.

For “Staple Sensor on/off” or “Tone on/off” or “Select mm/In”

The selection made in step 5 is confirmed.

To change other items, repeat the procedure from step 3.

To finish, press the ↵ (Escape) button. The display returns to step 1 state.

For “LCD Setting”

Go on to step 7.

7 Turn the jog dial to select the speed level, then press the center of the jog dial to confirm the setting.

- When changing “Shift Speed” or “Blink Speed”, repeat the procedure from step 5.
- To return to step 3, press the ↵ button.
- To finish, press twice the ↵ button. The display returns to step 1 state.

9. DEALING WITH THE ERROR MESSAGE

If an error has occurred, the appropriate message appears in the display on the control panel. The messages and how to deal with them are described below.

◆ Messages appearing in the first line


“Paper Jam” Refer to “9-1. Removing Any Jammed Paper”.
“Malfunction” Refer to “9-4. When “Malfunction” is Displayed”.


◆ Messages appearing in the second line

“In Paper Conveyer” Refer to “9-1. Removing Any Jammed Paper”.
“In Stapler” Refer to “9-1. Removing Any Jammed Paper”.
“In Folder” Refer to “9-1. Removing Any Jammed Paper”.
“Stapler R Nearly Empty” Refer to “9-2. Replacing the Staple Cartridge”.
“Stapler L Nearly Empty” Refer to “9-2. Replacing the Staple Cartridge”.
“Stapler Nearly Empty” Refer to “9-2. Replacing the Staple Cartridge”.

9-1. Removing Any Jammed Paper

Perform the following steps when “Paper Jam” is displayed.

1 Press the  (Function) button.

- The conveying section moves and the paper inside the unit is ejected.
- Releasing the  button after ejecting the paper stops the conveying section.

2 Open and then close the top cover.
Check that the control panel shows “Ready” and then press the start button.

Proceed to step 3 if the “Paper Jam” message does not disappear even after completing the above procedure.

3 The second line of the display shows the location of paper jam. Confirm the location and remove the jammed paper.
Check that the control panel shows “Ready” and then press the start button.

- “In Paper Conveyer”
- “In Stapler”
- “In Folder”

Proceed to step 4 if the “Paper Jam” message does not disappear even after completing the above procedure.

9. DEALING WITH THE ERROR MESSAGE

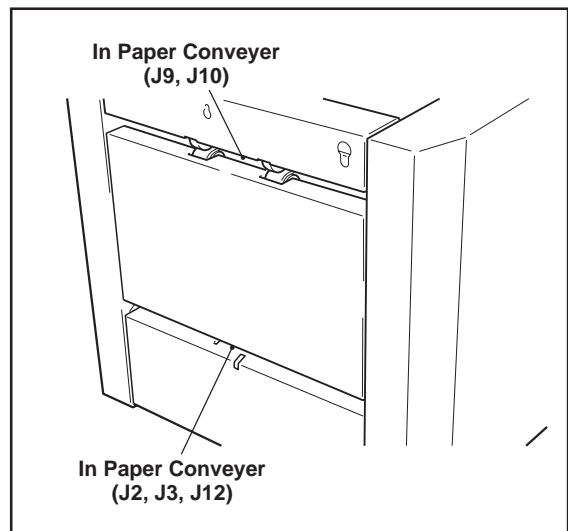
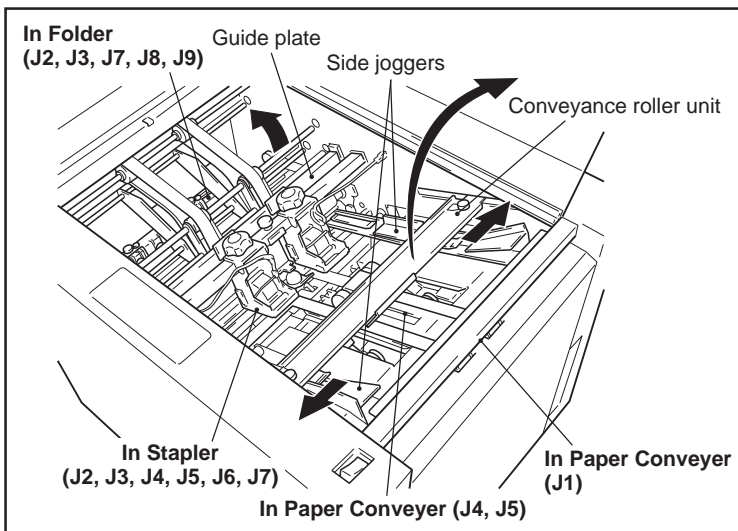
4 Turn the jog dial.

The first line of the display shows the “Jam Code” while the second line shows a code (J1 to J12) indicating the detailed location of the jam. Confirm the location and remove the jammed paper.

- When removing the paper, remove or move the following parts if required.

Conveyance roller unit Removable
Side jogger Movable by hand
Guide plate Open and closable by hand

- NOTE** : ● To return to the “Paper Jam” message display, turn the jog dial again.
● One jam code may indicate several locations due to the relation between the paper size and sensor position. Check all locations indicated by a code.

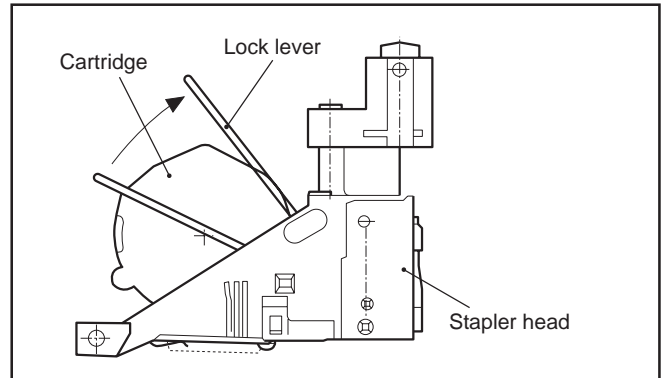


5 Open and then close the top cover.

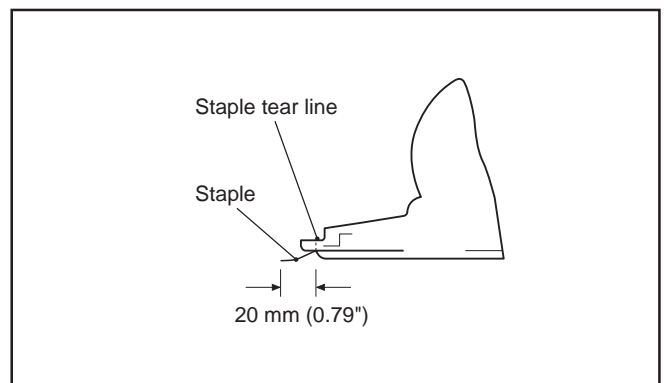
Check that the control panel shows “Ready” and then press the start button.

9-2. Replacing the Staple Cartridge

- 1 Lift up the lock lever.
- 2 Shake the cartridge sideways gently, and pull out from the stapler head.



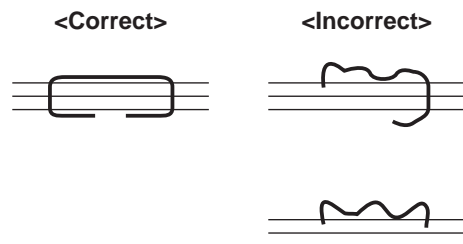
- 3 Replace the cartridge.
 - Before replacing, pull out the staple about 20 mm (0.79") from the cartridge, and cut off the staple at the staple tear line of the stapler.



- 4 Push in the cartridge properly into the stapler head and push down the lock lever completely.
- 5 After replacing, about the first four sets will not be stapled. During this time, feed paper manually.

- 6 Check that the first set has been stapled properly. If not stapled properly, refer to “5-1. Setting the Staple Position”.

NOTE : Should not start operating the unit with the cartridge removed as the stapler head will be damaged.



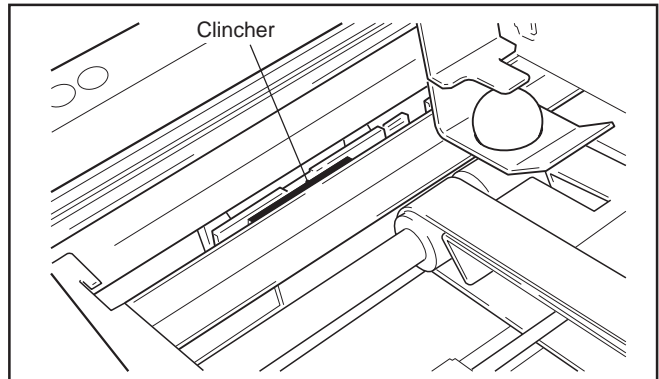
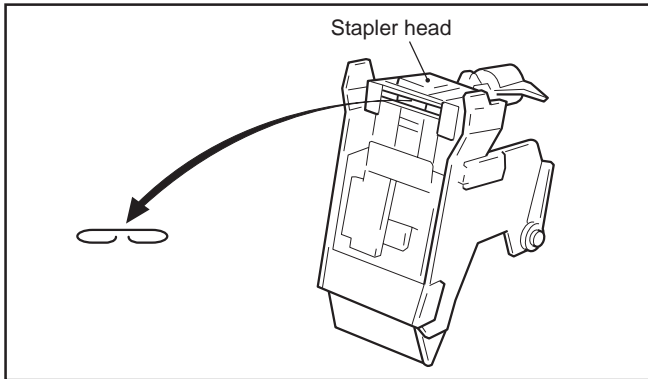
A new cartridge can staple about 5,000 times.

9. DEALING WITH THE ERROR MESSAGE

9-3. Removing Any Jammed Staples

When the staples are jammed, remove the cartridge or stapler head and remove the jammed staples. After removing the staple, feed paper manually until stapling starts.

NOTE : If any jammed staples are on the clincher, also remove them.



9-4. When "Malfunction" is Displayed

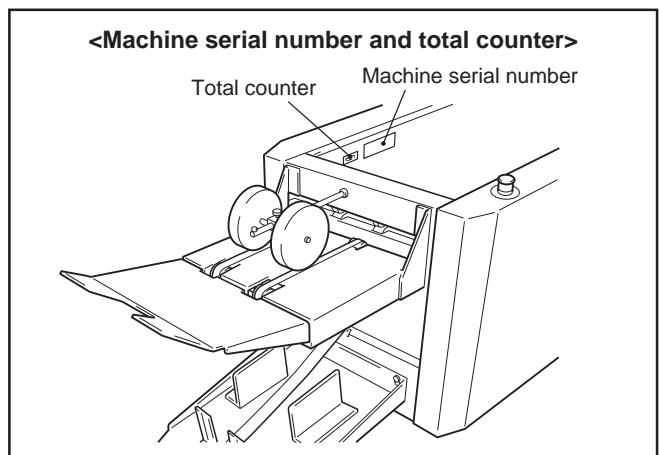
When "Malfunction" is displayed in the first line of the display, perform the following.

- Remove any paper remaining in the unit.
- Open and close the top cover.
- Turn OFF the power and then turn it ON again.

If the error message does not go away by above method, disconnect the power plug from the power outlet and then contact your dealer.

Please let the service personnel have the following information:

- Your name (or the name of the company and person in charge), address, and telephone number
- The model name:
DBM-120 (Stapler folder)
- Machine serial number
- The number displayed in the total counter
- The message displayed in the second line of the display



10. PRECAUTIONS ON USE OF EMERGENCY STOP SWITCH

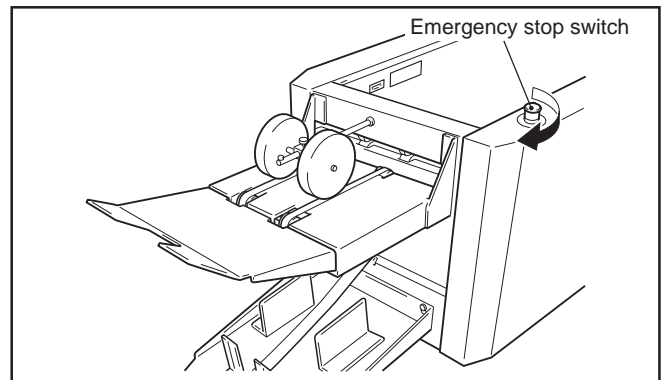
NOTE : Use the emergency stop switch only to stop operations in emergency. In normal operations, use the stop key of the upstream unit (collator, etc.) to stop operations.

Stopping operations using the emergency stop switch will display “Emergency Stop” on the control panel.

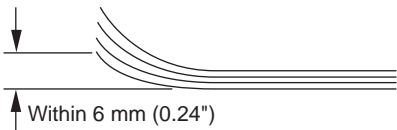
Emergency Stop

Set the machine back into the standby state as follows when the emergency stop switch has been pressed.

- 1** Pressing the emergency stop switch may cause paper being processed to remain in the machine. Remove this paper first.
- 2** Rotate the emergency stop switch to the right (clockwise direction) to clear it.



11. TROUBLESHOOTING

Symptom	Cause	Remedy
The paper is not aligned neatly.	<ul style="list-style-type: none"> ● Side joggers not adjusted properly. ● Back joggers not adjusted properly. 	<ul style="list-style-type: none"> ● Fine-adjust the joggers. Refer to “7-2. Fine-adjusting the Paper Alignment” (☞ p.27). ● Change the paper shift amount of the collator.
The paper is not folded at the center.	<ul style="list-style-type: none"> ● Stapling position and folding position not adjusted properly. ● Inappropriate ball selected. 	<ul style="list-style-type: none"> ● Fine-adjust the stapling and folding positions. Refer to “7-3. Fine-adjusting the Stapling and Folding Positions” (☞ p.31). ● Refer to “5-5. Selecting the Ball Unit Ball” (☞ p.15).
The staple has jammed.	The cartridge is not attached properly.	Refer to “9-3. Removing Any Jammed Staples” (☞ p.40).
The paper is not aligned neatly at the saddle-stapled paper stacker.	The set position of the paper guide roller is inappropriate.	Refer to “5-3. Setting the Position of the Paper Guide Roller” (☞ p.14).
Only the cover sheet is damaged in saddle-stapling/folding mode.	<ul style="list-style-type: none"> ● The clearance of the roller is inappropriate for the thickness of the paper. ● Less than 64 g/m² (17 lb) paper is used. 	<ul style="list-style-type: none"> ● Adjust the roller clearance. Refer to “5-2. Adjusting the Roller Clearance” (☞ p.14). ● When binding 64 g/m² (17 lb) paper, use paper above 80 g/m² (22 lb) for the cover.
After stapling, the paper does not move forward, or does not move forward smoothly and the paper jams.	<ul style="list-style-type: none"> ● The stapler and clincher positions are not aligned. ● The side joggers are set too narrow. ● The side joggers are attached raised. 	<ul style="list-style-type: none"> ● Align the stapler and clincher positions. ● Refer to “7-2. Fine-adjusting the Paper Alignment” (☞ p.27). ● Lower the side joggers and attach them again.
The paper does not feed the folding plate. (Especially when there are about 20 sheets of paper.)	<p>The lead edge of the paper is curled upwards.</p> 	Straighten the paper.

12. CLEANING THE UNIT

- Before cleaning, be sure to turn OFF the power.
- The conveyer rubber rollers, conveyer belts, or folding rollers may cause a trouble if they are smudged with paper dust or ink.
Clean them once a month, or according to the frequency of use.
- Use a soft clean cloth dampened with water or a thinned neutral detergent when cleaning.

WARNING



Do not use flammable sprays or solvent inside or near the unit (e.g. when cleaning the unit). Such flammable gas or solvent may ignite and cause a fire or combustion.

13. SPECIFICATIONS

Model	DBM-120
Type	Stapler folder
Paper size	<p>Saddle-stapling and folding/Center-folding Length: 200 to 450 mm (7.87" to 17.72") Width : 200 to 320 mm (7.87" to 12.60")</p> <p>● A3 : 297 × 420 mm (11.69" × 16.54") ● LGL : 8.5" × 14" (215.9 × 355.6 mm) ● A4 : 210 × 297 mm (8.27" × 11.69") ● LTR : 8.5" × 11" (215.9 × 279.4 mm) ● B4 : 257 × 364 mm (10.12" × 14.33") ● LGR : 11" × 17" (279.4 × 431.8 mm) ● A3SR : 320 × 450 mm (12.60" × 17.72")</p> <p>Side-stapling (feed direction: wide edge leading) Length: 139 to 231 mm (5.47" to 9.09") Width : 200 to 320 mm (7.87" to 12.60")</p> <p>● A4 : 210 × 297 mm (8.27" × 11.69") ● LTR : 8.5" × 11" (215.9 × 279.4 mm) ● A5 : 148 × 210 mm (5.83" × 8.27") ● IV : 5.5" × 8.5" (139.7 × 215.9 mm) ● B5 : 182 × 257 mm (7.17" × 10.12")</p> <p>Corner-stapling (feed direction: wide edge leading) ● A4 : 210 × 297 mm (8.27" × 11.69") ● LTR : 8.5" × 11" (215.9 × 279.4 mm)</p>
Paper weight	<p>Stencil fine quality paper, medium quality paper, fine quality paper (64 to 128 g/m² (17 to 34 lb))</p> <p>NOTE : ● The cover must be above 80 g/m² (22 lb). ● Under both side and corner-stapling mode, in case of 64 g/m² (17 lb), up to 10 sheets.</p>
Maximum processing speed	40 sets/minute (A4-80 g/m ² (22 lb), 10 sheets)
Stapler	2
Stapling ability	Fine quality paper: 80 g/m ² (22 lb). Equivalent to 25 sheets or less
Folding ability	Fine quality paper: 80 g/m ² (22 lb). Equivalent to 25 sheets or less
Paper receivable amount	<p>Saddle-stapled/folded paper : About 20 sets for single-folding of 10 sheets of A4 vertical 80 g/m² (22 lb) paper (Reference value)</p> <p>Side-stapled paper: Stacking height of 90 mm (3.54"). About 70 sets of 10 sheets of A4 80 g/m² (22 lb) paper (Reference values)</p>
Detection function	<ul style="list-style-type: none"> ● Paper jam (paper receiving section, paper aligning section, stapling section, folding section, paper ejecting section) ● Remaining-staple ● Top cover open/close
Additional function	Automatic paper size setting
Acoustic noise	74 dB (including the peak)
Power supply	220 to 240 V AC 50/60 Hz (120 V AC 60 Hz)
Current consumption	1 A (220 to 240 V AC) / 2 A (120 V AC)
Dimensions	<p>DBM-120 : W × D × H = 702 × 550 × 571 mm (27.64" × 21.65" × 22.48") DBM-120 + Stacker: W × D × H = 1263 × 550 × 594 mm (49.72" × 21.65" × 23.39") DBM-120 + 120T + Stacker + Cabinet: W × D × H = 1772 × 560 × 739 mm (69.76" × 22.05" × 29.09")</p> <p>(The DBM-120T and cabinet are optional products.)</p>
Mass (Weight)	DBM-120: 84 kg (186 lb), Stacker: 7 kg (16 lb)

Specifications and dimensions are subject to change without prior notice for improvements.

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