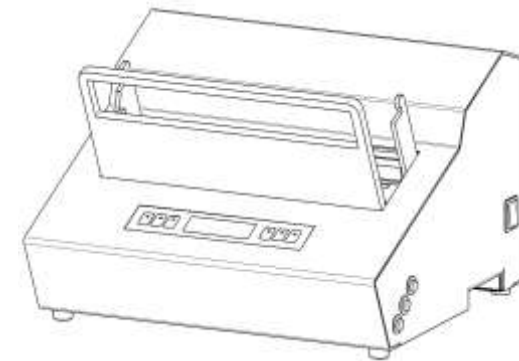




*User's guide*



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***MBE-300***

**Technical data:**

Voltage rating:	230-240V 50-60 Hz
Power consumption:	200W
Machine dimensions DxSxW (mm):	410x362x270
Package dimensions DxSxW (mm):	510x490x490
Net weight:	45kg
Gross weight:	52kg
Max jaws pressure:	2300kg
Working area temperature:	0°C – 30°C

15.05.2009

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**Important safeguards:**

- Before operating the machine please read the safety precautions, manufacturer recommendations and the operation manual.
- The operation manual should be easily available at any time for the operator.
- **It is necessary to operate the machine in accordance to general safety regulations (especially because of moving binding jaws, debinding wedges, debinding hooks).**
- The machine should be protected against dust and moisture.
- The machine should be positioned on an adequately strong construction with stable surface.
- Do not place the machine close to heating devices.
- Do not use the machine close to flammable materials and liquids.
- For user's safety the machine should be power supplied only by original cable. Electric socket should be supplied with working earth. Voltage rating should be consistenced with data on the name plate placed on a cover of the machine. Disobeying this rule can cause electric shock and fire.
- It is necessary to protect the cable from destroying. Do not use the cable to transport the machine or to disconnect the machine from the socket.
- Changes in electric installation or in the cable can cause electric shock.
- The machine is totally turned off after disconnecting the plug from the socket.
- **It is necessary to disconnect the plug from the socket and wait about 5 minutes before taking of the cover from the machine.**
- Power system is protected by the fuse. The fuse is located on a power place inside the machine. If it is necessary to change the fuse use the fuse with the same voltage. If the new fuse is also blow – contact with the suppliers.
- The machine can be operated by only one person at one moment. During operating process any other person can not stay close to the working area.
- There are two separate START buttons to guarantee the Best effectiveness of the machine. The machines turns on only when two buttons are pressed together in the time which in no longer than 0,2 seconds. Stop pressing one from the buttons stops the motor operation.
- Keep the machine away from the children.
- The machine can not be used to different aims that it is designer for and are described in user's guide.
- It is necessary to control machine operating process and in case of any problems contact with the service.
- The machine in designed to work continuously inside , should be operated in a room temperature up to +30°C. While intensive worki it can be necessary to stop the work to cool the motor – information show on a display
- Urządzenie należy obsługiwać zawsze zgodnie z ogólnymi przepisami i zasadami BHP
- Any repairs can be conducted only by authorized staff
- Do not use resolvers to clean the machine.



## Declaration of Conformity Deklaracja Zgodności

**OPUS Sp.z o.o. hereby declares that the machine specified below is in accordance with the following directives and standards:**

**Opus Sp.zo.o. deklaruje z pełną odpowiedzialnością, że urządzenie, którego dotyczy niniejsza deklaracja jest zgodne z postanowieniami następujących dyrektyw UE oraz powiązanych z nimi normami zharmonizowanymi:**

2006/95/WE; 2004/108/WE

EN 60950-1 :2006 ; EN 55014-1:2004; PN –CISPR 16-1: 1997; PN –CISPR 16-2: 1999

Name/ Nazwa :

OPUS Sp. z o. o.

Address/ Adres :

ul. Toruńska 8 44-122 Gliwice

Type of the machine / typ :

Urządzenie do bindowania / Binding machine

Model No / model :

MBE-300

POLAND / Polska

(Place / Kraj)

23.04.2009

(Date / Data)

.....  
(Signature / podpis)

Krystian Nawrat

(Full Name/ Imię i Nazwisko)

Interface should be linked to the RS-485 joint and in accordance with the software guides transferred to the machine.

The machine should be placed in service position also when the bottom cover must be opened. To open the cover it is necessary to unscrew 6 screws placed on the bottom and on the top edge of the cover.

**Advisable materials:**

The machine is designed to bind documents consisting of paper and covers (made from carton or foil). Before binding other materials it is suggested to check the binding effectiveness .

It is suggested to bind documents by metal channels in Metal-Bind system produced by OPUS. There is no possibility to destroy the machine by using channels produced by different producer, however the effectiveness can not be guaranteed.

**Possible problems:**

PROBLEM	CAUSE	SOLUTION
Display does not work	- The plug is not connected to the socket  - Lack of power in the socket  - Machine damage	- Connect the plug to the socket  - Connect the machine to different socket - Contact the supplier
The motor moving the jaw does not work	- The motor is overheated (information is seen on a display)  - Machine damage	- wait till the moment the motor is cool (from 5 to 15 minutes) – the information shows on a display  - Contact the supplier
The machine works but the binding pressure is too low	- The pressure set to binding is too low  - Machine damage	- Set higher binding pressure  - Contact the supplier
The machine works but the jaw stops very often while moving action without any reason	- Higher resistance values	- Calibrate the driver in accordance with the user's guide. If the problem still exists – contact the supplier

**Maintenance:**

The machine does not require any lubrication or period checks. Places which need to be oiled are preserved by the manufacturer at production stage. The cover of the machine is coated by powder varnish. To clean the machine you can use generally available products. Do not use solvents.

**General information:**

MBE-300 machines is designed to bind and debind documents in METAL-BIND system. With special extra elements, which can be bought in OPUS it can also be used in C-BIND system. The machine has also special document width measurement function which helps to choose the best size of the channel to bind documents together.

Machine operation is controlled by special microprocessor controller and comments are shown on LCD display. Device is equipped with two counters: daily counter of bound documents and total number of bound documents (TOTAL).

Machine can work in three modes: binding, debinding and documents width measurement. Modes can be changed by special button signed by proper icon.

Machine can work on four pressure levels. Pressure level can be chosen by buttons (see the control panel). On a panel there is also a button which clears the number of daily bound documents.

Machine operation does not require any special qualifications, however before use it is necessary to read user's guide.

**Transport and storage:**

- MBE-300 is electric power supplied machine designed to work in office environment. Both the machine and the package should be kept in dry place.
- **In case of getting wet the machine should be checked by service. It is necessary to inspect the machine to avoid the risk of electric shock.**
- Machine can be transported and stored in both very high and very low temperatures.
- The package protects the machine while falling down from small height. It is suggested to use the machine carefully.
- During transporting process the machine is fixed to the wooden pallet. Because of the weight of the machine it is suggested to transport the machine using a pallet jack truck.

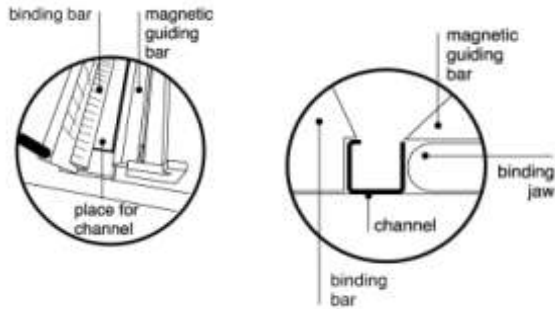
**Installation:**

- The machine should be unscrewed from the pallet. 4mm screw used to unscrew the elements on the transporting packing case can also be used to unscrew screws fixing machine to the pallet.
- It is recommended to keep the package during guarantee period.
- MBE-300 is a machine designed to be used in office environment.
- The machine has to be placed on strong and stable surface.
- If the machine was exposed on low temperatures it is suggested to wait few minutes before the first start .

For user's safety the machine should be power supplied only by original cable. Electric socket should be supplied with working earth. Voltage rating should be consisted with data on the name plate placed on a cover of the machine. Disobeying this rule can cause electric shock.

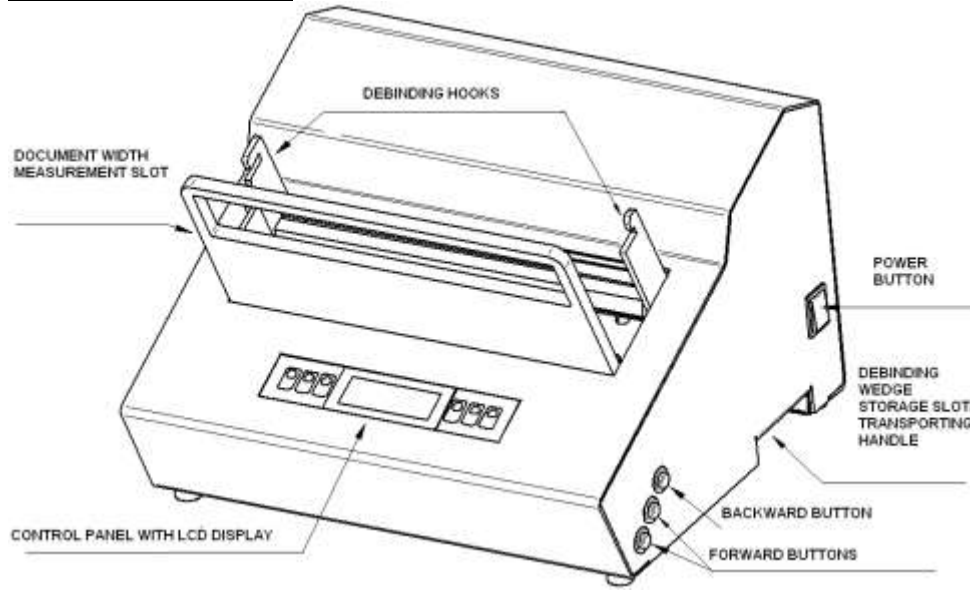
Before starting the device install a magnetic guiding bar and binding bar (attached in box with accessories). Magnetic bar install on binding jaw. The shape of bars is specially designed to make inserting the documentation in the channel

as easy as possible. Before binding insert the binding bar by the back wall of the binding slot. The correct composition of bars is shown on the pictures.



In the box there is debinding wedge. Storage slot for the wedge is on the bottom of housing device between cavities which helps transporting the machine.

### Machine construction:



### Debinding:

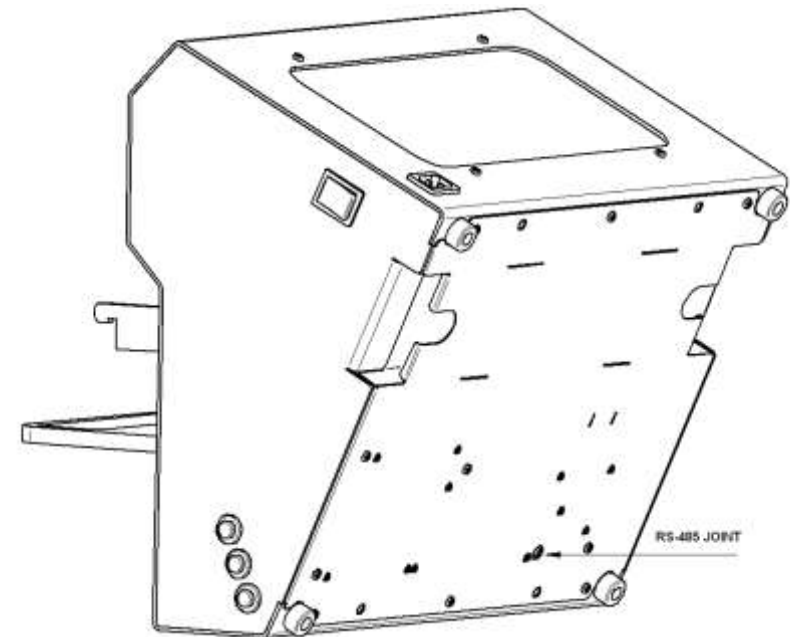
1. Debinding process starts from the borderline jaw position.
2. Keep the document by the channel in this way that the curved side of the channel is upward and straight one downward.
3. Place the debinding wedge sharp side to the channel and place the whole document on hooks.
4. At the same time press and keep pressing START button.
5. The wedge is pushed to the document and after debinding the jaw moves back to the borderline position.

Take carefully the document with the wedge out – documents are debound.

### Counter

The machine is equipped with two counters daily and total one.

Daily counter is cleared with every turning off the machine. If the counter is not seen on a display it can be turned on by proper button. Daily counter can also be cleared at every working moment. To see total number of bound documents it is necessary to press the COUNTER button. If the button is pressed for two seconds daily counted is cleared. Total number of bound documents is shown while starting the machine.



### Software upgrade:

There is also a possibility to upgrade the machine with new version of the software (ask your supplier about the interface to link the computer to the accessory). To do this action it is necessary to place the machine in service position (like it is shown on a figure above).

1. After binding process the jaw automatically moves back and leaves the space to take documents from the machine in easy way. Keep the START button till the signal of the end of the process – the jaw stops.
2. Take out bound documents.

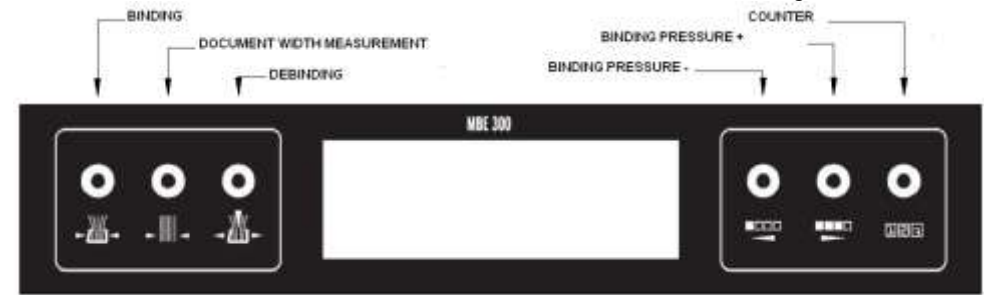
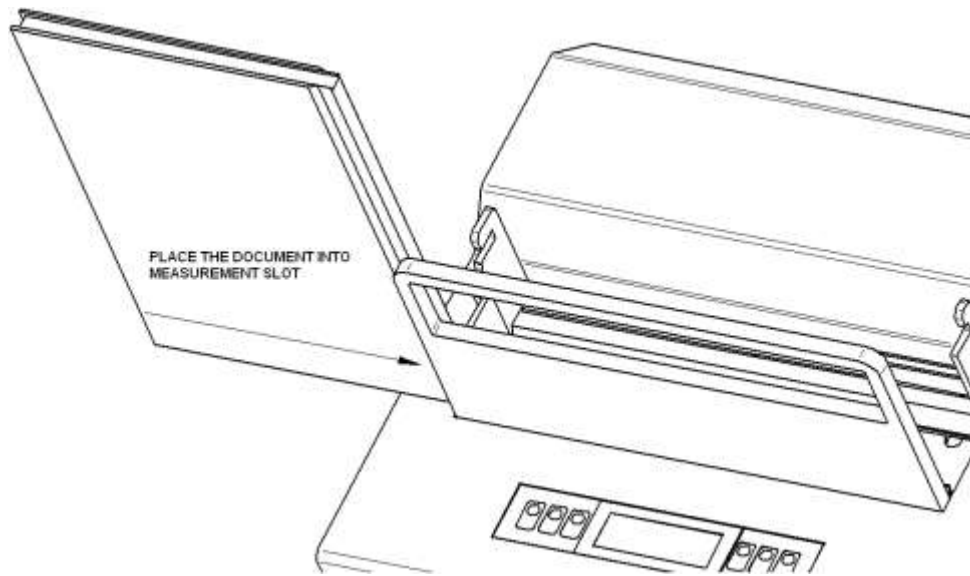
After binding process the jaw does not go back to the starting position. It shorter the time to move the jaw to the document. If you want to bind wider channel you have to move forward the jaw to the right position.

At every moment you can stop the binding process by releasing START buttons. Another buttons pressing continues the process. If while binding process the jaws are moved back – the process starts again (from the moment of locking the channel).

### Document width measurement:

1. Place the document with covers to the document width measurement slot (as it is shown on a figure).
2. At the same time press and keep it pressed START button.
3. Document width measurement always starts from the borderline position to guarantee precise result – at first the jaw is placed forward.
4. The jaw goes to the document and when left hook touches the document is shown on the display the information on what size of channel should be used.
5. The jaw moves back.

At every moment you can stop the process by pressing START button.



MBE-300 is based on popular binding machine. It is equipped with one binding jaw powered by two screws linked together by special cogged belt with motor. Mechanism assures the parallelism of the moving jaws what guarantee regular channel tightness. Motor operation is controlled by microprocessor control with LCD display. While binding the channel is pressed to the permanent debinding plate. The channel while debinding by debinding wedge (placed in debinding hooks) is pressed to the same permanent plate. Left hook measures the width of the document.

### Preparation to work:

1. Connect the plug to the electric socket.
2. Turn the machine on by the button placed on the right side of the cover (display turns on and shows the information about machine version and the total number of binder documents).
3. Machine always starts its work with binding mode.
4. Press proper button to choose other mode.

### Binding in MB mode:

5. On the display it is shown daily number of bound documents or the pressure level. This information can be changed by pressing proper counter or pressure button.
6. In accordance with the information on a display place the channel to the slot (straight side of the channel should be placed on the moving side of the jaw, the curved side should be placed on a debinding plate side).
7. Press and keep both START buttons (the time between pressing those buttons can not be longer than 0,2 seconds).
8. The jaw moves to the channel and stops – the channel is locked to place the document inside in easier way. Place the document into the channel.
9. Press and keep both START buttons once again. The machines starts to bind documents together.

There are available four different binding pressure moods. The most universal is the level number 3 that can be used to the wide range of documents. This mood is set after every start of the machine. If there is a necessity to change the binding pressure press proper button on a control panel. (because of using shorter channel than 300mm, channel in soft veneer or binding together very taught materials)