

# Océ | User Manual

## **Two-Knife Booklet Trimmer-A1**

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Operating information

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# **Chapter 1**

## **Preface**

## Notes for the reader

### Introduction

This manual helps you to use the Two-Knife Booklet Trimmer-A1. The manual contains a description of the product and guidelines to use and operate the Two-Knife Booklet Trimmer-A1.

### Definition

#### Attention-Getters






Parts of this manual require your special attention. These parts can provide the following:





- Additional general information, for example, information that is useful when you perform a task.
- Information to prevent personal injuries or property damage.

### Warning, Caution and Note

The words **Warning**, **Caution** and **Note** draw your attention to important information.

Overview of the attention-getters

Word	Icon	Indicates
<b>Warning</b>		Ignoring this warning could cause serious injury or even death. The <b>Warning</b> indication has several icons that warn against various hazards. The icons are shown below.
<b>Warning</b>		General hazard
<b>Warning</b>		Hot surface
<b>Warning</b>		Electric shock
<b>Warning</b>		Moving parts

Word	Icon	Indicates
<b>Warning</b>		Laser beam
<b>Caution</b>		Ignoring this warning could cause injury or damage to property.
<b>Note</b>		Indicates additional important information.
		The use of heat-resistant gloves is mandatory when you carry out these actions.

## Important safety instructions



**Warning:**

Do not remove the safety covers or deactivate the sensor switches for the safety covers. Otherwise, the machine may start suddenly without warning, leading to severe injury.



**Warning:**

When removing jammed booklets from the infeed section, do not put your hands and fingers close to the belt. Otherwise, if the belt moves suddenly without warning, your hands and fingers may be caught.



**Warning:**

This machine weighs 145 kg (319 lb). When you operate the machine, consider the machine weight and use the machine safely.

## Naming conventions for finishers (commercial naming and naming in User Interfaces)

### Hardware and hardware naming in User Interfaces

To improve the readability of texts in User Interfaces of operator panels and software, the finishers are generally referred to by their function. The table below shows the naming conventions for finishers (commercial product names and the way these are referred to in User Interfaces).



**Note:**

In some cases, there is only 1 name for several modules. The reason is that a configuration can only contain 1 of the available types of modules.

Conversion table for commercial names versus user-friendly names in User Interfaces

Commercial product name:	In UI, printer driver and software referred to as:
Finisher-AF1	'Stacker/stapler'
Saddle Finisher-AF2	'Stacker/stapler'
Puncher Unit-BP1/BQ1/BR1	'Puncher'
Paper Folding Unit-F1	'Folder'
Document Insertion Unit-F1	'Inserter'
High-Capacity Stacker-E1	'Stacker'
Booklet Trimmer-D1	'Trimmer'
Two-Knife Trimmer-A1	'Trimmer'
Perfect Binder-C1	'Perfect Binder'
Duplex Color Image Reader Unit-D1	'Scanner'

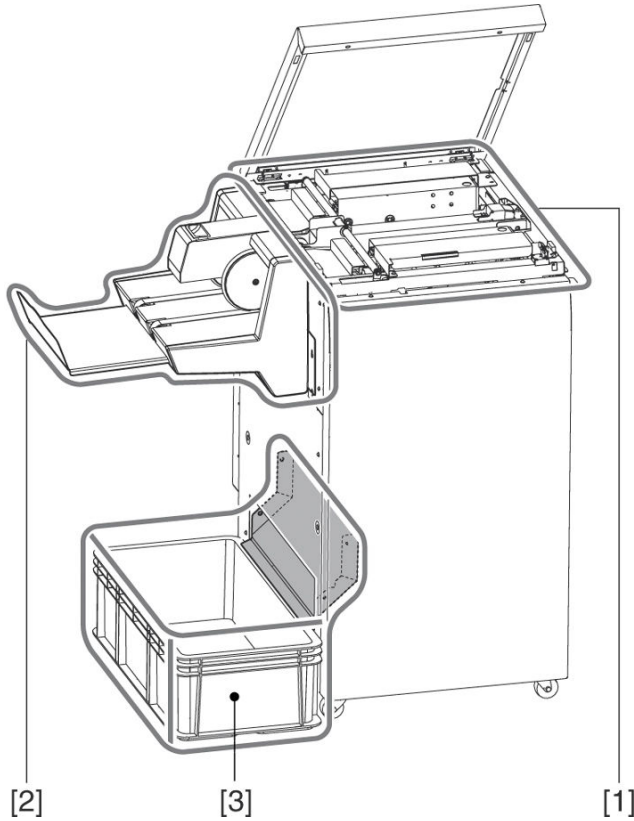


# **Chapter 2**

## **Parts and their functions**

## Machine description

### Illustration



### Main sections

Main sections

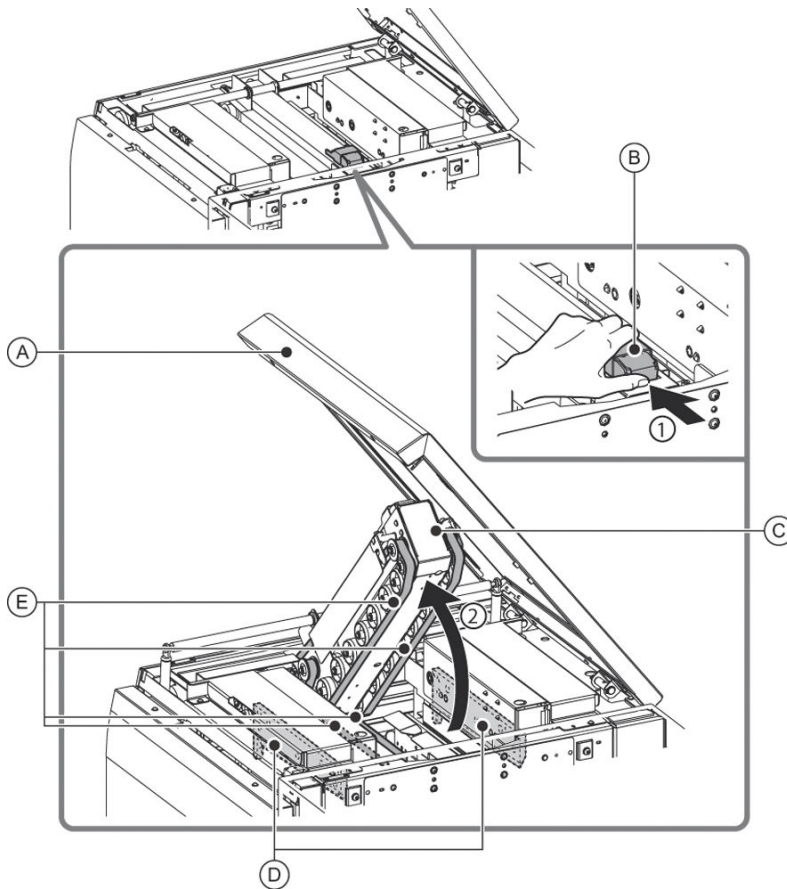
	Section	More information
1	Two-knife trim section	<i>'Two-knife trim section'</i> on page 11
2	Conveyor section	<i>'Conveyor section'</i> on page 13
3	Trim ejecting section	<i>'Trim ejecting section'</i> on page 15

## Two-knife trim section

### Introduction

Each booklet delivered from the upstream trimmer is trimmed along its top and bottom. Then the booklet is delivered to the conveyor section.

### Illustration



[11] Two-knife trim section

### Main parts

Main parts

	Part	Function
A	Top cover	The top cover gives access to the trimmer.

	Part	Function
B	Handle	The handle lifts the booklet transport unit (TF2).
C	Booklet transport unit (TF2)	If a booklet jam occurs in the two-knife trim section, you must press the handle and lift the booklet transport unit (TF2) to remove the jammed booklets. How to open the booklet transport unit (TF2): 1. Press the handle to the left. 2. Lift the booklet transport unit (TF2) up.
D	Trim knives	The knives trim the top and bottom of each booklet.
E	Transport belts	The transport belts move the booklets.

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■ Conveyor section, on page 13

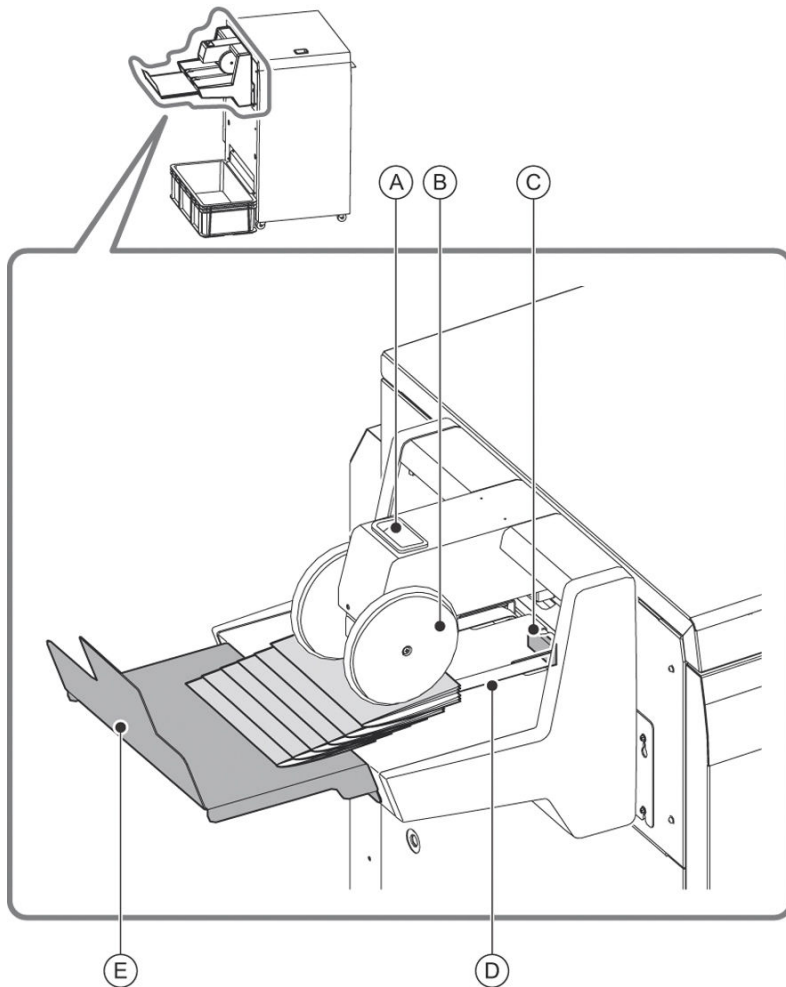
■ Trim ejecting section, on page 15

## Conveyor section

### Introduction

The booklets delivered are laid out on the conveyor.


### Illustration



[12] The conveyor section

## Main parts

### Main parts

	Part	Function
A	Handle (TE)	Grip the handle and lift the roller unit when you remove the booklets from the conveyor.
B	Delivery transport rollers	The delivery transport rollers hold the finished booklets. The position of the rollers is set automatically to match the booklet size.
C	Booklet detect sensor	The sensor detects when the conveyor is full of stacked booklets.
D	Transport belts	The transport belts move the booklets after the booklets were ejected.
E	Delivery tray	<p>The delivery tray holds the stacked booklets. The delivery tray can be removed.</p> <p> <b>Note:</b> When the delivery tray is removed, the booklet detection sensor cannot detect that the conveyor is full. Continuous operation is possible.</p>

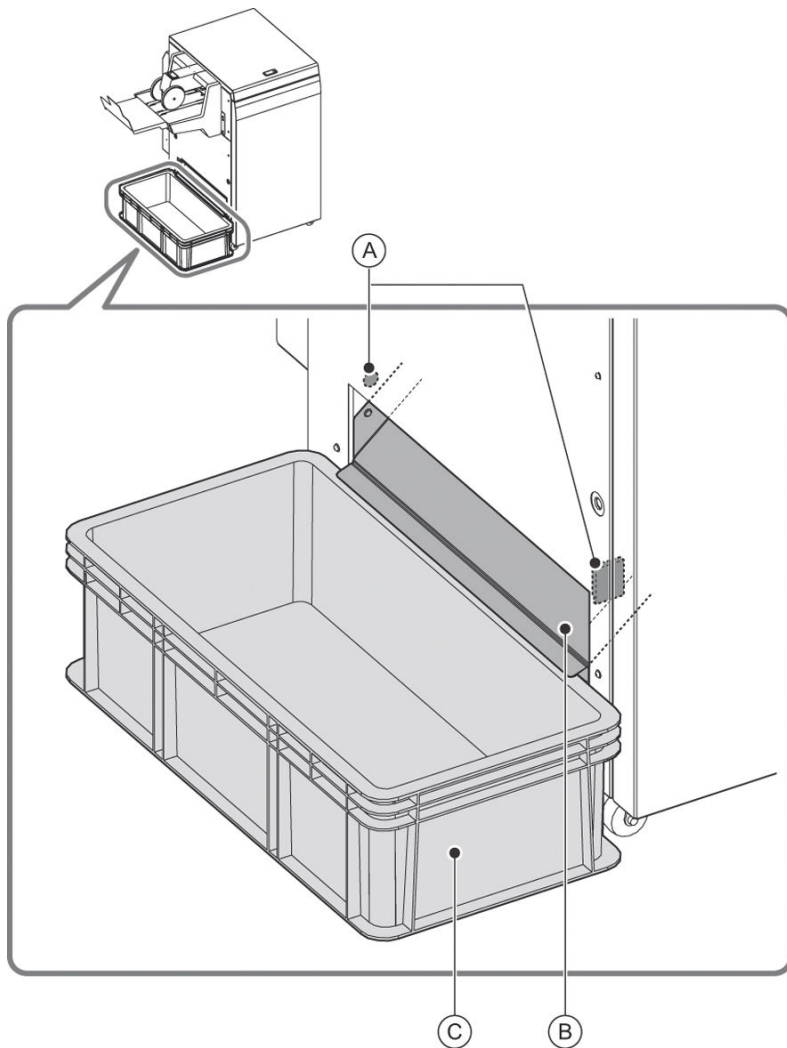
- 
- Remove or install the delivery tray, on page 22
  - Two-knife trim section, on page 11
  - Trim ejecting section, on page 15

## Trim ejecting section

### Introduction

The trim waste is ejected into the trimmer waste box through this section.

### Illustration



[13] Trim ejecting section

## Main parts

Main parts

	Part	Function
A	Trim Full sensor	If trim waste is present between the sensor and the reflector, the operator panel displays the message 'Empty the two-knife trimmer waste box.'.
B	Delivery chute	Trim waste is ejected into the trim box through this chute.
C	Trimmer waste box	The trimmer waste box contains the trim waste.

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■ [Two-knife trim section, on page 11](#)

■ [Conveyor section, on page 13](#)



# **Chapter 3**

## **Operating procedures**

## Turn the trimmer on

### How to turn on the trimmer

1. Put the On/Off button of Saddle Finisher-AF2 into the "I" position.
2. Press the On/Off button on top of the printer, next to the base of the operator panel.

### Result

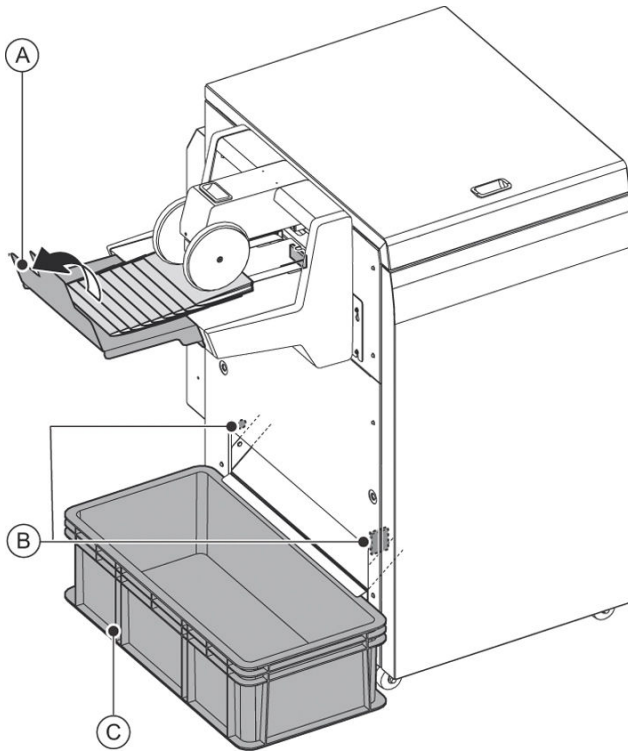
The trimmer will be turned on because the trimmer is connected to Saddle Finisher-AF2.

## Operation while trimming

### Introduction

This section describes the main actions when using the trimmer.

### Illustration



[14] Empty the delivery tray and the trimmer waste box

A	Delivery tray
B	Trim Full sensor
C	Trimmer waste box

### Empty the delivery tray

When the machine stops because the delivery tray is full, you must remove the booklets from the delivery tray.

The machine will restart automatically.



*Note:*

When you remove the booklets before the delivery tray is full, you can increase the productivity without interrupting the operation.



*Note:*

Be careful not to drop a booklet while removing it.

### Empty the trimmer waste box

You must empty the trimmer waste box when:

- the machine stops and the operator panel displays the message 'Empty the two-knife trimmer waste box.', and
- trim waste is present between the Trim Full sensor and the reflector.

The machine will restart automatically.



*Note:*

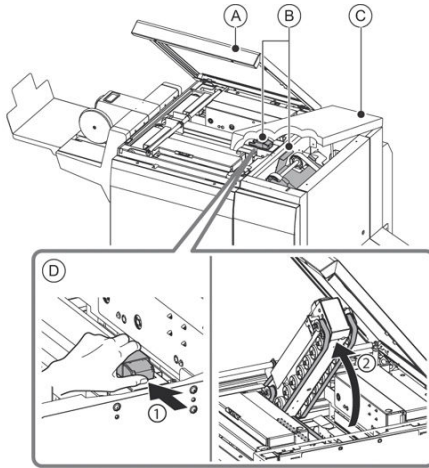
When you empty the trimmer waste box before the box is full, you can increase the productivity without interrupting the operation.

### Remove jammed booklets

When booklets jam, you must first open the top cover and the delivery section cover.

Then:

1. Press the handle of the transport unit.
2. Hold the handle and lift the transport unit up to remove the jammed booklets.



[15] The covers of the trimmer

A	Top cover
B	Transport section
C	Delivery section cover
D	Opening the transport unit

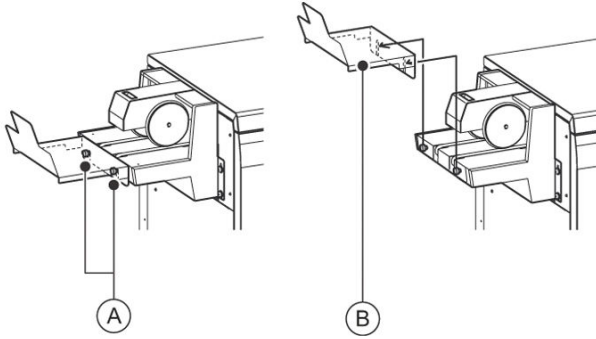


**Note:**

If a booklet jam occurs frequently, refer to [‘Clear a paper jam’](#) on page 27 for instructions on how to correct the problem.

## Remove or install the delivery tray

### Illustration



[16] Remove the delivery tray

- A. Locking knobs
- B. Delivery tray

### How to remove the delivery tray

1. To remove the delivery tray, loosen the 2 locking knobs.
2. Lift the delivery tray up to remove.
3. Tighten the two locking knobs.

### How to install the delivery tray

1. To install the delivery tray, loosen the 2 locking knobs.
2. Lower the delivery tray to install.
3. Tighten the two locking knobs.

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■ Conveyor section, on page 13

# **Chapter 4**

## **Troubleshooting**

## Error messages

### Introduction

When an error occurs and the machine does not work properly, the operator panel will display the message 'Call service.'. When this message is displayed, keep in mind the following cautions.



**Warning:**

Do not plug in or pull out the power plug with wet hands. This may cause an electrical shock.

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**Warning:**

When you pull the power plug out, be sure to hold the plug as you do so. If you pull it out by the power cable, this may expose or cut the core wires and break the insulation, which may result in fire or electrical shock.

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### 'Call service.' message

When the operator panel displays the 'Call service.' message then:

- put the On/Off button of Saddle Finisher-AF2 into the "O" position.
- on the printer, touch 'System' -> 'Setup' -> 'Shut down system' to shut down the printer correctly.
- wait for 10 seconds.
- turn on Saddle Finisher-AF2 and the printer again.

When the operator panel still displays the 'Call service.' message, then:

- turn off the main power.
- disconnect the power plug on the trimmer.
- contact your local authorized dealer.

When you contact your local authorized dealer, keep the following information at hand:

- product name.
- type of trouble.
- code number indicated on the operator panel of the printer.

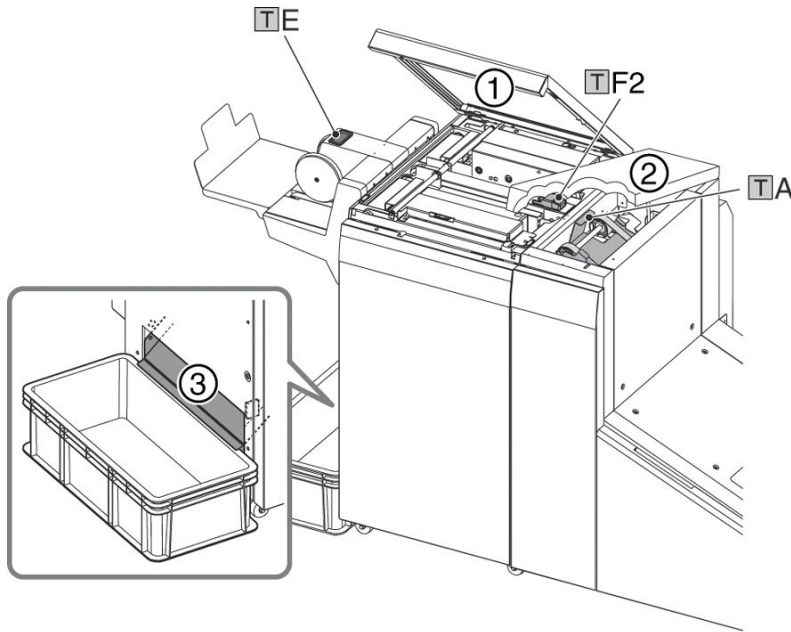


## Overview of possible errors

### Introduction

When an error occurs in the trimmer, the printer operator panel displays a corresponding message. The table below describes possible solutions for trimmer-related errors.

### Illustration



[17] Error locations

### Possible errors

Errors and solutions

Cause of error	Solution
The top cover is open.	Close the top cover (1).
The delivery tray is full.*	Lift the <b>TE</b> handle and remove the booklets from the conveyor section.
The trimmer waste box is full.	Empty the trimmer waste box. If any trim waste is left in the delivery chute, then remove the trim waste.

Cause of error	Solution
A booklet jam has occurred at the entrance of the two-knife trim section.	<ul style="list-style-type: none"> <li>■ Open the delivery section cover (2) of the upstream trimmer.</li> <li>■ Open the top cover (1).</li> <li>■ Open the <b>TF</b>A and <b>TF</b>2 transport unit, and remove the jammed booklet.</li> <li>■ Reposition the <b>TF</b>A and <b>TF</b>2 transport unit, and close the top cover (1) and the delivery section cover (2) to restart the printing.</li> </ul>
A booklet jam has occurred in the two-knife trim section.	<ul style="list-style-type: none"> <li>■ Open the top cover (1).</li> <li>■ Open the <b>TF</b>2 transport unit and remove the jammed booklet.</li> <li>■ Reposition the <b>TF</b>2 transport unit and close the top cover (1) to restart the printing.</li> </ul>
A booklet jam has occurred at the exit of the two-knife trim section.	<ul style="list-style-type: none"> <li>■ Open the top cover (1).</li> <li>■ Open the <b>TF</b>2 transport unit and remove the jammed booklet.</li> <li>■ If necessary, also hold the <b>TF</b>E handle and lift the conveyor.</li> <li>■ Reposition the <b>TF</b>E and <b>TF</b>2 transport unit, and close the top cover (1) to restart printing.</li> </ul>

\* If the operator panel displays the message 'Empty the two-knife trimmer waste box.' while the delivery tray is not full, then trim waste may block the sensor.

## Clear a paper jam

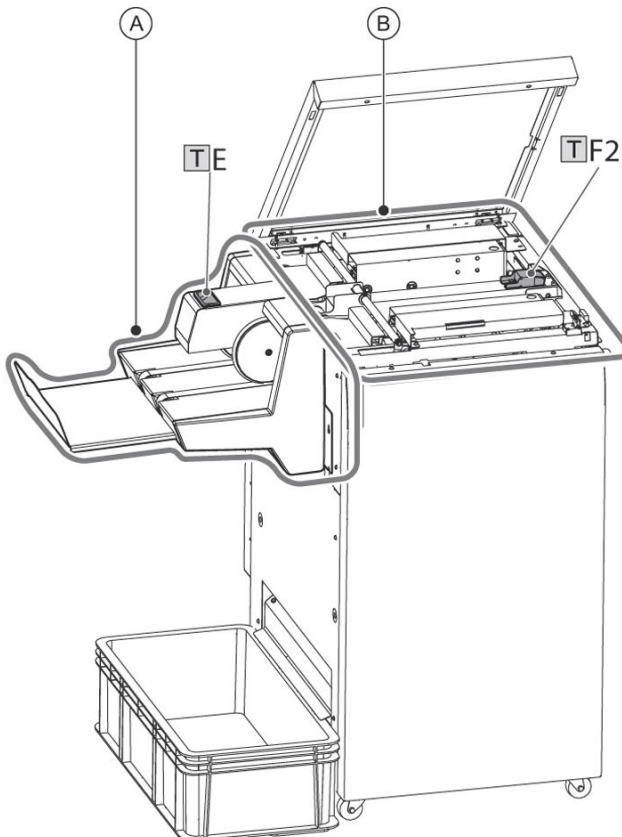
### Introduction

Paper jams can occur at the following locations:

A	Conveyor section
B	Trim section

When a paper jam occurs, the jam is always caused by a paper chip jam or dirty transport belts. The table below describes these causes and the solutions.

### Illustration



[18] Clear a paper jam

## How to clear a paper jam

Cause of jam	Solution
Paper chip jam	<ul style="list-style-type: none"><li>■ Open the transport unit.</li><li>■ Check if any paper chips are left on the booklet feed path.</li><li>■ Remove the paper chips.</li></ul>
Transport belts are dirty	Clean the transport belts. Contact your local authorized dealer.

# **Appendix A**

## **Specifications**

# Specifications



## Two-Knife Booklet Trimmer-A1




**Note:**

Whenever a number of sheets is mentioned in the table below, the figure is based on media of 80 g/m<sup>2</sup> (20 lb Bond).

Specifications of Two-Knife Booklet Trimmer-A1

Item	Specifications
Description	Top-bottom trimmer
Maximum number of sheets trimmable	50 sheets or 48 sheets + 2 sheets of 300 g/m <sup>2</sup> (110 lb Cover)   <b>Note:</b> To prevent damage to cover sheets, it is recommended to use thicker sheets for covers than the other sheets in booklets.
Possible trim size (before half-folding)	A3, B4, A4R, 330.2 mm x 487.7 mm (13"x19.2"), 12"x18", 11"x17", Legal, LetterR, 320 mm x 450 mm[SRA3](12.60" x 17.72").   <b>Note:</b> The possible trim size can change, depending on the connected printer.
Possible trim width	Top-bottom: 2 to 15 mm (0.08" to 0.59"). The top-bottom length after trimming must be at least 190 mm (7.48").
Trimmer waste box capacity	Trimmed at top AND bottom: trim strips of +/- 750 sheets. Trimmed at top OR bottom: trim strips of +/- 1,500 sheets.

Item	Specifications
Conveyor capacity	<p>30 booklets containing 40 sheets of A4 / Letter when trimming 20 mm (0.79") of width in Booklet Trimmer-D1.</p> <p> <b>Note:</b> When the delivery tray is removed, the conveyor full condition is not detected. Continuous operation is possible.</p>
Machine dimensions (without conveyor section and delivery tray)	WxDxH: 536 mm x 770 mm x 1,040 mm (21" x 30.5" x 41")
Machine weight (without conveyor section and delivery tray)	Approximately 145 kg (319 lb)
Voltage	220-240 V AC, 50/60 Hz, 2.3 A
Power consumption	440 W or less
Noise level	70 dBA or less
Temperature in use	Compliant with the specification of the printer
Temperature in storage	-10 to +40 °C (14 to 104 °F)
Temperature in transportation	-10 to +50 °C (14 to 122 °F)
Humidity	Compliant with the specification of the printer
Pressure	608 to 1,013 hPa
Contamination level	Pollution Degree 2 (Office environment)

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