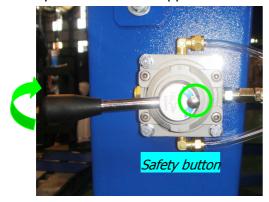
Procedures for installing paper roll media:

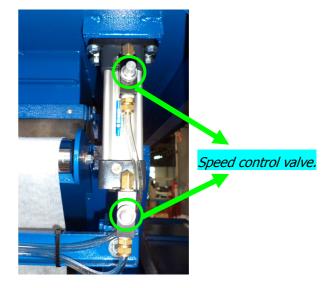
1. Press the safety button (circled in green) and pull the pneumatic control lever upwards to lift the upper chamber.



2. Open all (3) doors on the unit. Walk to the feeding side of the unit.



3. Be carefully! Don't install/ maintain these speed control valves. These were set in factory.



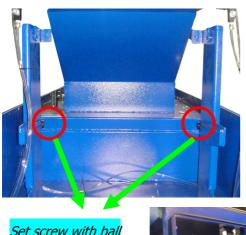
4. Take the roll media holder with new paper filter and insert into the feeding chamber. Make sure the paper filter is rolled in the direction away from you towards the inside of the unit.

Starting end of paper filter



5. Align the shaft of the roll media holder (circled in green) to the set screw with ball (circled in red) inside the chamber.









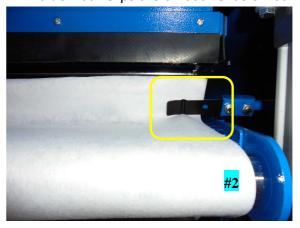
6. Pull the paper filter under the first guiding rod and over the second guiding rod.



7. Take the roll media manual in-feed holder rod into the guided path

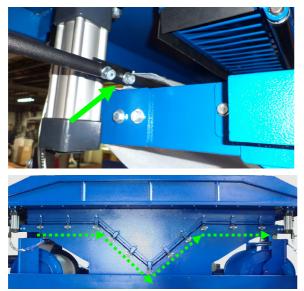


8. Fix/secure the paper filter end to the clips on the roll media manual in-feed holder rod. Clips are on both ends of rod.



9. Walk to the front of the unit and pull the roll media manual in-feed holder rod along the guided path across to the opposite side of the unit.



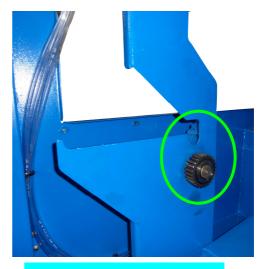






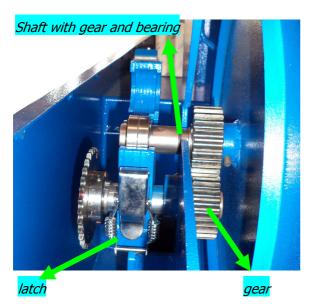
10. Take the collecting roll media holder into the chamber. Make sure the holder in the direction away from you towards the inside of the unit.

11. Put the collecting roll media holder into chamber, the shaft with gear and bearing should be left side. Align the gear to the gear, the bearing to the cavity of the latch.



left side when facing the chamber

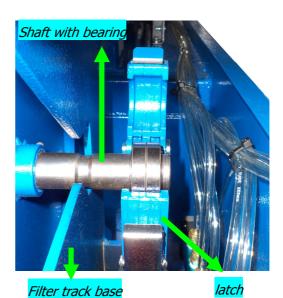




12. The shaft with bearing should be right side. Align the shaft to the cavity of the filter track base, the bearing to cavity of the latch.



Right side when facing the chamber



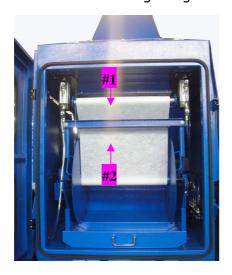
13. Close the latches and lock the spring dual buckles on both sides.







14. Unclip the paper filter from the roll media manual in-feed holder rod and pull the paper filter over the first guiding rod and under the second guiding rod.



15. Press the safety button and pull the pneumatic control lever downwards to the position shown below to close the upper chamber.



16. Secure the paper filter onto the empty/collecting roll media holder by threading the paper filter onto the sharp points along the holder rod. Make the roll paper in the middle position.



17. Put the clean out drawer under the collecting roll media holder into the chamber.

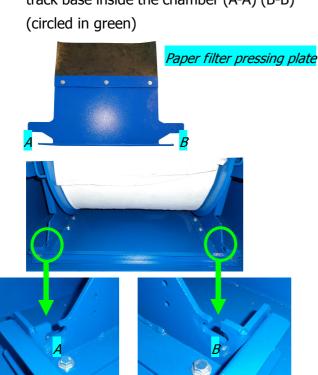




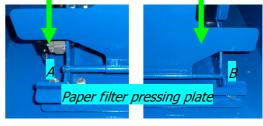
18. Press the ROLL MEDIA MANUAL FEED button (circled in Yellow below) on the Control panel to roll and tighten the newly replaced paper tilter onto the roll media holder.



19. Take the paper filter pressing plate and align the bottom to the cavity of the filter track base inside the chamber (A-A) (B-B) (circled in green)







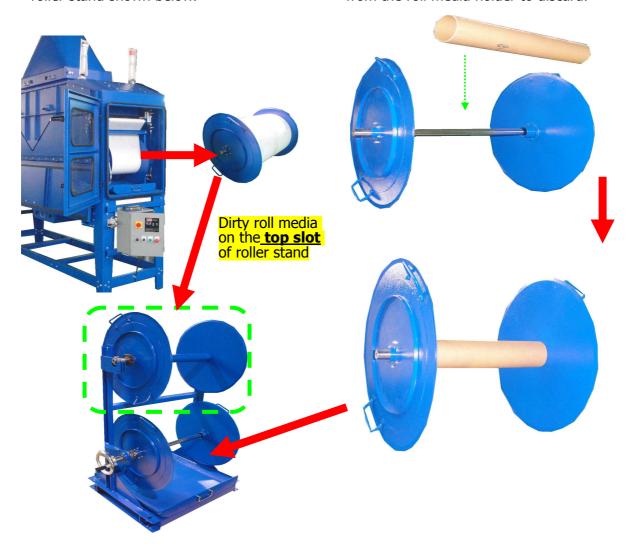
20. Close three doors (in step 2) to complete the installation and for the machine to resume operation.





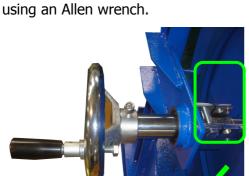
Procedure for removing the **dirty** paper filter from the roll media holder:

- When the paper filter (dirty) on the collecting side is full, remove the roll media holder from the machine and place onto the roll media replacement roller stand shown below.
- 2. The roll media holder on the **bottom slot** should have the brown center cardboard holder attached onto the shaft before placing onto the roller stand. This is to collect the paper filter and remove from the roll media holder to discard.

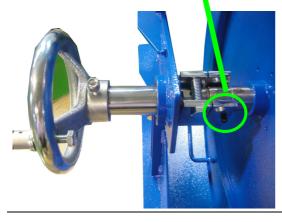




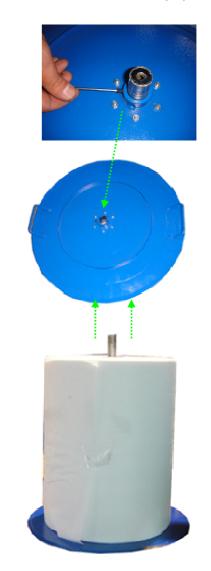
3. To remove the roll media holder from the roller stand, loosen and remove the 3/8" x 1-1/2" inner bolt(circled in green) using a wrench. Then loosen the 1/4" x 12mm black threaded bolt (circled in yellow) using an Allen wrench.







4. Remove the roll media holder from the stand and set in upright position. Use the Allen wrench to loosen the 1/4" x 12mm black threaded bolt on the shaft to completely remove the holder wheel. Discard the paper filter.





Maintenance Door:

Four maintenance doors on the unit were used for daily cleaning, checked and adjusted the tightness of chain. Use the precision slot screwdriver to tighten the screw (circled in green) (photo 3) to the left, the screw (circled in green) (photo 2) to the right to make the gear to rise for adjusting the tightness of the chain. Add the oil on gear once or twice a month.



