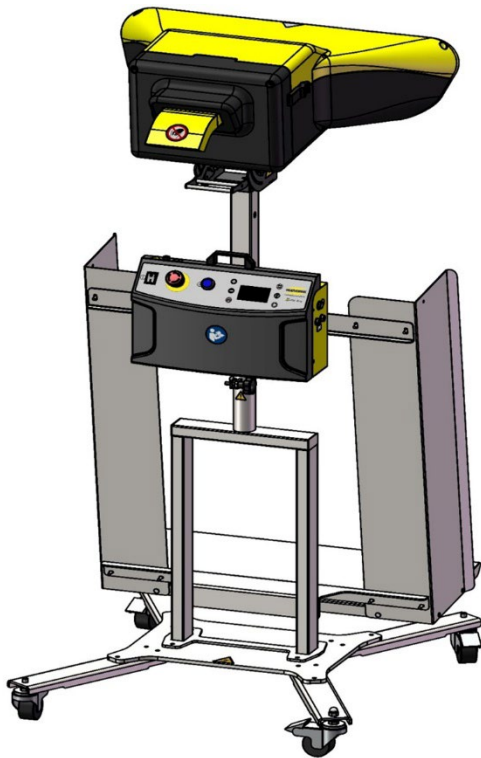




POWERED BY **NUEVOPAK**
— company

SET-UP MANUAL

X-Fill Pro



Model: X-Fill Pro / X-Fill Pro EO

Serial No.: XFP-

Please attach the business card
of your **Nuevopak/IPG** Representative here

US Support Phone Number:

(877) 447-4832

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Chapter 1 General Information

1.1. REVISION CONTROL

REV 1.2 Pre-Release

1.2. PREFACE

This Set-Up Manual contains information necessary to operate the **X-Fill Pro** and **X-Fill Pro EO** Dispenser and the various stands/accessories, and variants of the **X-Fill Pro** and **X-Fill Pro EO**. It is intended for use by the **Installer** and **Operator** of the **Dispenser** to become familiar with the **X-Fill Pro** and **X-Fill Pro EO** Dispenser. It is recommended to read this Set-Up Manual carefully before use. This Set-Up Manual applies to the product type: **XFP-0-E, XFP-0-U, XFP-0-UK, XFP-EO-E, XFP-EO-U, and XFP-EO-UK**. The **X-Fill Pro** and **X-Fill Pro EO Dispensers** will be referred to as **Dispenser** throughout this manual.

Please refer to the Table of Contents of this Set-Up Manual to locate the information relevant to you. Please be sure to keep the User Manual in a safe and convenient place, **close to the Dispenser**, to refer to it whenever necessary.

This Set-Up Manual is originally written in English. All other languages are translations of the original. For more information, or to order new Set-Up Manuals, please contact **Nuevopak**, an **IPG Company**, or an authorized representative.

1.3. DISPENSER, STANDS, AND ACCESSORIES SET-UP



THE DISPENSER AND ITS ACCESSORIES MAY ONLY BE SET-UP BY AN OFFICIAL NUEVOPAK, AN IPG COMPANY, AUTHORIZED REPRESENTATIVE OR A NUEVOPAK OR IPG COMPANY TRAINED SERVICE TECHNICIAN.



This Set-Up Manual is an addendum to the **X-Fill Pro** and **X-Fill Pro EO** User Manuals supplied with the **Dispenser**. Please read and understand the **X-Fill Pro** and/or **X-Fill Pro EO** User Manual before setting up the stand/accessories and the **X-Fill Pro** and/or **X-Fill Pro EO Dispenser**.



The **X-Fill Pro** and/or **X-Fill Pro EO** Set-Up Manual contains important information related to safety, intention, and meaning of the **Dispenser** labels, **Dispenser** operational modes and the general functions of the **X-Fill Pro** and/or **X-Fill Pro EO** and its stand/accessories.

1.4 DISPENSER PRODUCT DESCRIPTION

The **Dispenser** converts a bundle of fan folded paper into a protective void fill and shock absorbing packaging material. The **Dispenser** is an electrically driven feeding dispenser that consists of a dispensing mechanism. In the **Dispenser**, the paper is formed into a protective void fill and shock absorbing packaging material through a folding and crumbling process. There are multiple variants of the **X-Fill Pro** and **X-Fill Pro EO** machine designed for use in multiple countries and electrical systems. Void fill must be manually separated from the Dispenser.

1.5. TECHNICAL SUPPORT

This **Dispenser** system has been manufactured by **Nuevopak** Company Limited, an **IPG Company**, and has been thoroughly tested. If any problems occur while operating this **Dispenser**, refer to the attached Business Card or the Identification Plate for contact information.

1.6. FIELD SERVICE ASSISTANCE

For technical information and troubleshooting assistance, contact Technical Support. Internal qualified service personnel; please refer to the attached Business Card or the Identification Plate for contact information.

1.7. EC DECLARATION OF CONFORMITY / UK CONFORMITY ASSESSED MARKING

The EC Declaration of Conformity and the UK Conformity Assessed Marking are added to the Set-Up Manual as separate Addendum.

The language in which the EC Declaration of Conformity and UK Conformity Assessed Marking are written, originates from English. All other languages are translations from the original.

1.7 DEFINITIONS

Throughout this manual there are common terms and phrases used. They are listed below:

1. The **Dispenser** is defined as the **X-Fill Pro** and **X-Fill Pro EO** which is manufactured by **Nuevopak**, an **IPG Company**.
2. The **Installer** is defined as that individual who has been trained by a **Nuevopak**, an **IPG Company**, representative and is authorized to install and operate the system as outlined in this Set-Up Manual.
3. The **Operator** or **User** is defined as that individual who has been trained by internal qualified service personnel or a **Nuevopak**, an **IPG Company**, representative and is authorized to operate the system as outlined in this Set-Up Manual.
4. An **Authorized Representative** or **Qualified Service Personnel** are defined as those individuals who are authorized to: install the Dispenser, operate the Dispenser, train users, train qualified service personnel, and to perform all maintenance and repair procedures other than outlined in this Set-Up Manual.



WARNING! ONLY QUALIFIED SERVICE PERSONNEL WHO HAVE BEEN TRAINED BY A NUEVOPAK REPRESENTATIVE ARE ALLOWED TO PERFORM MAINTENANCE AND REPAIR PROCEDURES OTHER THAN THE ONES DESCRIBED IN THIS MANUAL.

Chapter 2 Dispenser Overview

2.1 DISPENSER IDENTIFICATION

The **Dispenser** identification is located on the **Identification Plate** which is attached to the bottom cover of the **Dispenser Head** (refer to Figure 1).

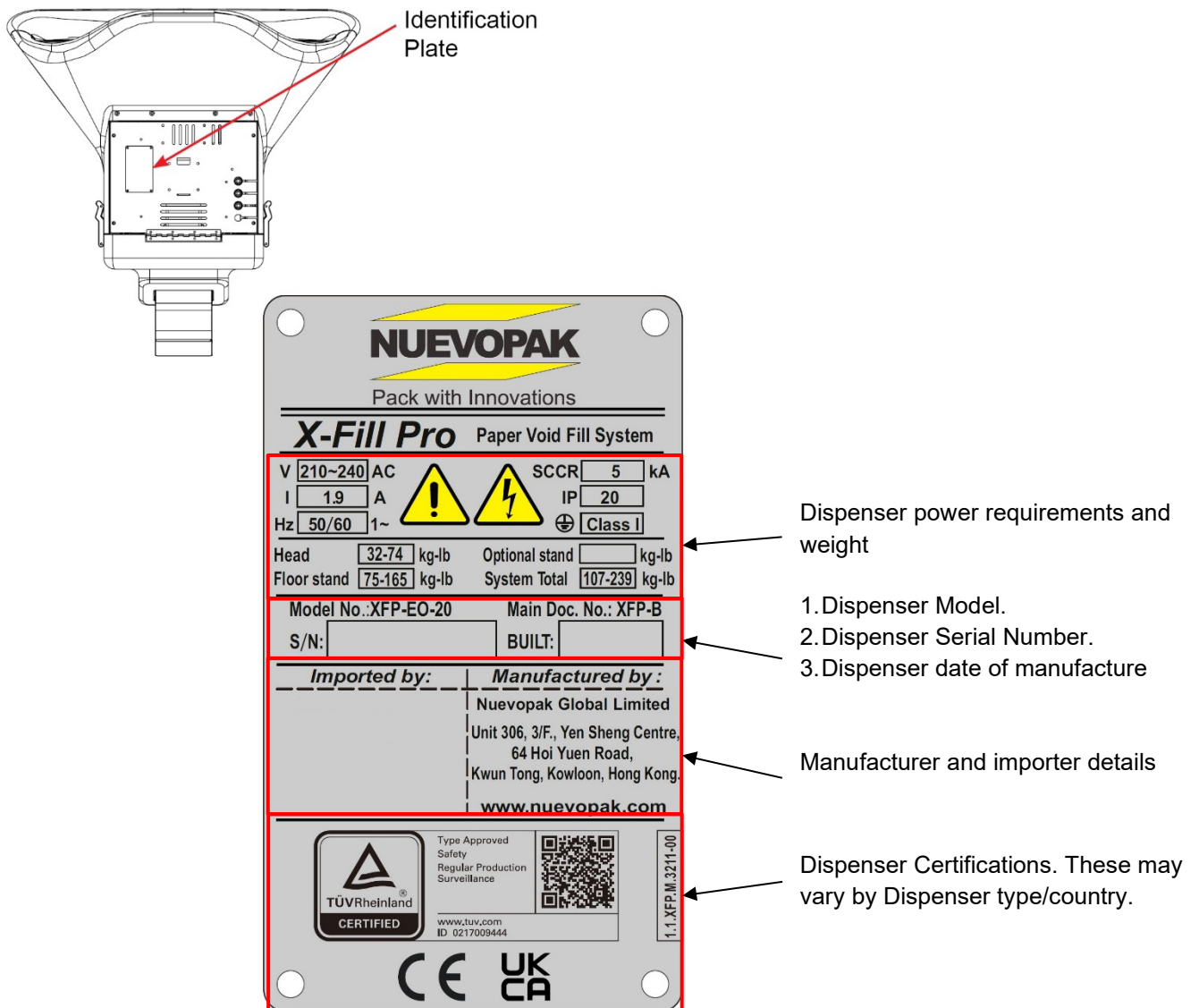


Figure 1 Dispenser Identification

2.2 IMPORTANT SAFETY INSTRUCTIONS

2.2.1 Precautionary Statements

There are several Warning and Caution labels used on the **Dispenser**; these labels are placed at different locations on the **Dispenser** to warn the Installer, Operator(s), and Service Personnel of possible dangers (refer to Figure 2). Please refer to this Set-Up Manual of the **X-Fill Pro** and **X-Fill Pro EO** to get familiar with the meaning of the Warning and Caution labels on the **Dispenser** before using the **Dispenser**.

2.2.2 Warning Label Descriptions

The **Dispenser**, the stand(s) and its accessories are provided with warning labels. **Do not remove any WARNING or CAUTION labels** and keep them undamaged. In case a warning label is damaged, contact **Nuevopak, an IPG Company**, or an authorized representative for replacement warning labels.



Refer to the Set-Up Manual, read, and understand the intention of the Symbols on the Safety Warning and Caution Labels before setting up the stand/accessories and X-Fill Pro and X-Fill Pro EO Dispenser.

2.2.3 Safety Components



WARNING! DO NOT REMOVE OR TAMPER WITH THE SAFETY COMPONENTS. DO NOT REMOVE THE FIXED COVERS. THE ACCESS COVERS MAY ONLY BE REMOVED BY AN AUTHORIZED NUEVOPAK/IPG REPRESENTATIVE OR QUALIFIED SERVICE PERSONNEL THAT HAVE BEEN TRAINED BY A NUEVOPAK/IPG REPRESENTATIVE.



WARNING! X-FILL PRO EO ONLY: BY OPENING THE FRONT ACCESS COVER THE MOVEABLE CUTTER BLADE AND STATIONARY BLADE ARE EXPOSED. BE CAREFUL REMOVING PAPER PARTICLES OR PAPER JAMS. IT IS STRONGLY ADVISED TO WEAR PROTECTIVE GLOVES.

















X-FILL PRO EO ONLY: THE FRONT COVER CAN BE OPENED BY RELEASING THE TOP COVER LATCH. THIS FRONT ACCESS COVER IS INTENDED TO BE OPENED TO REMOVE PAPER PARTICLES OR CLEAR PAPER JAMS. THE FRONT ACCESS COVER IS PROVIDED WITH A SAFETY SWITCH WHICH CUTS OFF THE POWER TO THE FEED AND CUT MOTOR IF OPENED.

2.2.4. Warning and Caution Labels

Information symbols used through this manual:

Table 2 Warning and Caution Labels

SYMBOL	MEANING
	This "READ MANUAL" symbol calls attention to the importance of reading and understanding the provided User Manual.
	This "GOGGLES" symbol calls attention to the need to wear protective eye wear while performing maintenance and repair procedures.
	This "EAR PROTECTION" symbol calls attention to the need to wear ear protection during operation.
	This "DISCONNECT POWER" symbol indicates the need to disconnect the main plug for maintenance purposes in case of malfunction or when the Dispenser is left unattended.
	This "GLOVES" symbol indicates the need to wear protective gloves while performing maintenance and repair procedures.
	This "TRIANGLE" symbol calls attention to special notes that will enhance operating and maintenance procedures.
	This "DO NOT PUSH" symbol indicates to not push against the dispenser when in operation.
	This "EXCLAMATION POINT" symbol calls attention to equipment features that you should be familiar with by reading the enclosed literature. This will help prevent operating problems.
	This "BOLT OF LIGHTNING" symbol indicates that there is non-insulated material within your unit that may cause an electrical shock. Disconnect all electric power including remote disconnects before servicing.
	This "ENTRAPMENT" symbol indicates that there are paper forming gears within your unit that can cause injury. Keep hands clear during operation.
	This "SHARP" symbol indicates sharp points in the Dispenser to be aware of to avoid injury.
	This "PINCH POINT" symbol indicates to take care to avoid injury to hands when in the surrounding area of equipment with closing or adjusting mechanical parts.
	This "TRIP" symbol brings attention to take care when in the surrounding area of an un-level floor or where tripping hazards exist.
	This "SHARP BLADE" symbol calls attention to automatically moving blades that can cause injury.

2.3 SAFETY INSTRUCTIONS



The Dispenser is designed for safe use in conformance with the application, conditions, and rules described in the Set-Up Manual which is supplied with the Dispenser packaging. The installer and all users must read and understand the Set-Up Manual and User Manual before operating the Dispenser.



This symbol indicates required focus and attention on essential information or to indicate a potential hazard.

In the event of a defect, or if the operation of the Dispenser differs from the descriptions in this Set-Up Manual or User Manual, turn the I/O Main Switch to O (OFF) and disconnect the Main Power Cord Plug from the main power until the unit can be inspected by a trained Nuevopak, an IPG Company, representative or qualified service personnel.

2.3.1. Personal Safety



WARNING! KEEP CLOTHING, HAIR, AND JEWELRY OUT OF THE DISPENSER INPUT AND OUTPUT CHUTE. KEEP HANDS AWAY FROM THE PAPER WHEN THE DISPENSER IS OPERATING. PAPER EDGES MAY CUT THE SKIN.



WARNING! THIS DISPENSER CONTAINS AN AUTOMATIC CUTTING BLADE. FAILURE TO FOLLOW THE SAFETY PROTOCOLS IN THIS MANUAL CAN RESULT IN SERIOUS INJURY OR BODILY HARM.

1. Do not operate the **Dispenser** when **Dispenser** or Control Box covers are damaged or removed.
2. Do not reach inside the **Dispenser** with the covers in place.
3. The Warning and Caution labels attached to the **Dispenser** must always remain visible.
4. Pay attention to sharp edges and pinch points of the **Dispenser** and its accessories.
5. Keep the working area clean and free of obstacles.
6. Take account of ergonomic principles when working with the **Dispenser**.
7. Pay attention when using hand tools such as knives, scissors, etc., due to the risk of cutting.
8. Make sure the work area has sufficient lighting.
9. The **Dispenser** may only be operated by one person at a time.

2.3.2. Operational Safety

1. Make sure that cords cannot be and are not damaged.
2. Before moving the **Dispenser**, unplug the Main Power Cord Plug and Foot Switch Cord from the **Dispenser** Control Box and secure loose cords.
3. Make sure the **Dispenser** is acclimated for at least 30 minutes when moved from a cold area.
4. Do not use cable reels. An extension cable with a wire gauge of at least 14 AWG (1.5mm²) with a maximum length of 11.5 ft. (3.5 m) may be used.

2.3.3. Intended Use of X-Fill Pro and X-Fill Pro EO Dispenser



CAUTION! USING THE DISPENSER BEYOND ITS CAPABILITY, BEYOND THE PHYSICAL USER CONDITIONS, OR WITHOUT FOLLOWING THE SAFETY PRECAUTIONS AS DESCRIBED IN THIS SET-UP MANUAL AND USER MANUAL CAN BE CONSIDERED AS MISUSE



CAUTION! TINNITUS OR TIREDNESS DUE TO NOISE EMISSION DURING OPERATION MAY OCCUR. PLEASE REFER TO THE TECHNICAL SPECIFICATION TABLE (TABLE 3) FOR THE MAXIMUM SOUND PRESSURE LEVEL GENERATED BY THIS DISPENSER. CONSULT YOUR COMPANY HEALTH AND SAFETY DEPARTMENT AS WEARING EAR PROTECTION MAY BE MANDATORY OR RECOMMENDED.

Chapter 3 Dispenser Operations

3.1. DISPENSER SPECIFICATIONS

3.1.1. Component Layout

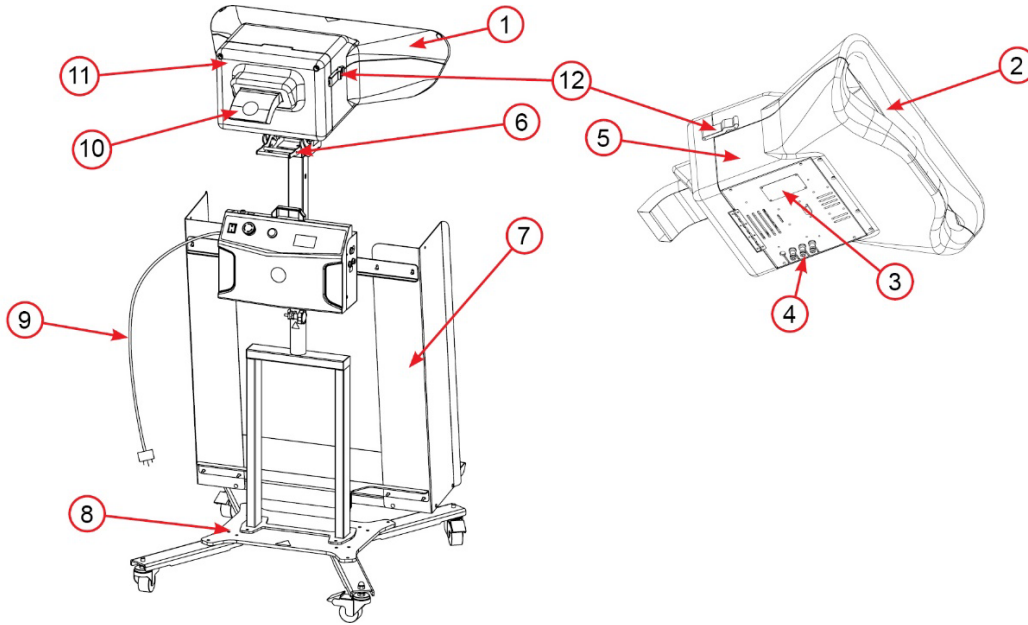


Figure 3 Component Layout (X-Fill Pro EO Shown)

LEGEND	
Item No.	Description
1	Top Cover
2	Dispenser Input Chute
3	Identification Plate
4	Power Connections to Control Box
5	Bottom Cover
6	Dispenser Head Angle Adjustment
7	Paper Bundle Holder
8	Dispenser Accessories (Floor Stand Shown)
9	Main Power Cable
10	Dispenser Output Chute
11	Front Cover
12	Easy Open Latch (Left and Right, EO Model Only)

3.1.2 Dispenser Specifications

Table 3 Dispenser Specifications (X-Fill Pro and X-Fill Pro EO)

Component	Specification
Dispenser Head	
Dimensions	792 mm x 808 mm x 318 mm (31.2" x 31.8" x 12.5")
Weight	32.9 kg (73 lbs.)
Floor Stand, Accessory	
Dimensions	826 mm x 904 mm x 1552 mm (32.5" x 35.6" x 61.1")
Weight	75 kg (165 lbs.)
Maximum Weight of Bundle	96 kg (211.6 lbs.)
Maximum Sound Pressure Label	81.1dB(A) +/- 2.5dB(A)
Non-Ionizing Radiation	Not applicable
IP Class	IP20
Installation Class	Class I
Supply Voltage (U)	100 – 240, 1PH
Frequency	50-60 Hz
Current (I)	1.9 A (240VAC), 3.8 A (110VAC)
Power (P)	300 W (240VAC), 300 W (110VAC)
Fuse Rating (A)	5 A (240VAC), 5 A (110VAC)
Electric Receptacle	16 A (230VAC)
Electric Receptacle	15 A (110VAC)
Dispenser Color	Grey and Yellow
Dispenser Head Mechanical Construction	Metal frame with plastic covers
Accessories Mechanical Construction	Steel
Storage Temperature	-13 - 131°F (-25 - 55°C)
Operating Temperature	41 - 104°F (5 - 40°C)
Storage Humidity	"dry" ~ 95% (in protective packaging)
Operating Humidity	30 ~ 90%, non-condensing
Lighting	Normal. The Dispenser is not provided with lighting.
The electrical equipment shall be capable of operating correctly when the relative humidity does not exceed 90% at a maximum temperature of 20°C.	
Electrical equipment shall be capable of operating correctly at altitudes up to 6,562 ft. (2000m) above mean sea level.	

Chapter 4 Dispenser Set-up

4.1. DISPENSER SYSTEM SET-UP

Required for safe use of the Dispenser by the Operator; make sure the Dispenser gets installed by the Installer according to the Operational Limits as shown below.



WARNING! MAKE SURE THERE IS ONLY ONE PERSON PRESENT IN THE WORK AREA WHEN THE DISPENSER IS OPERATED.

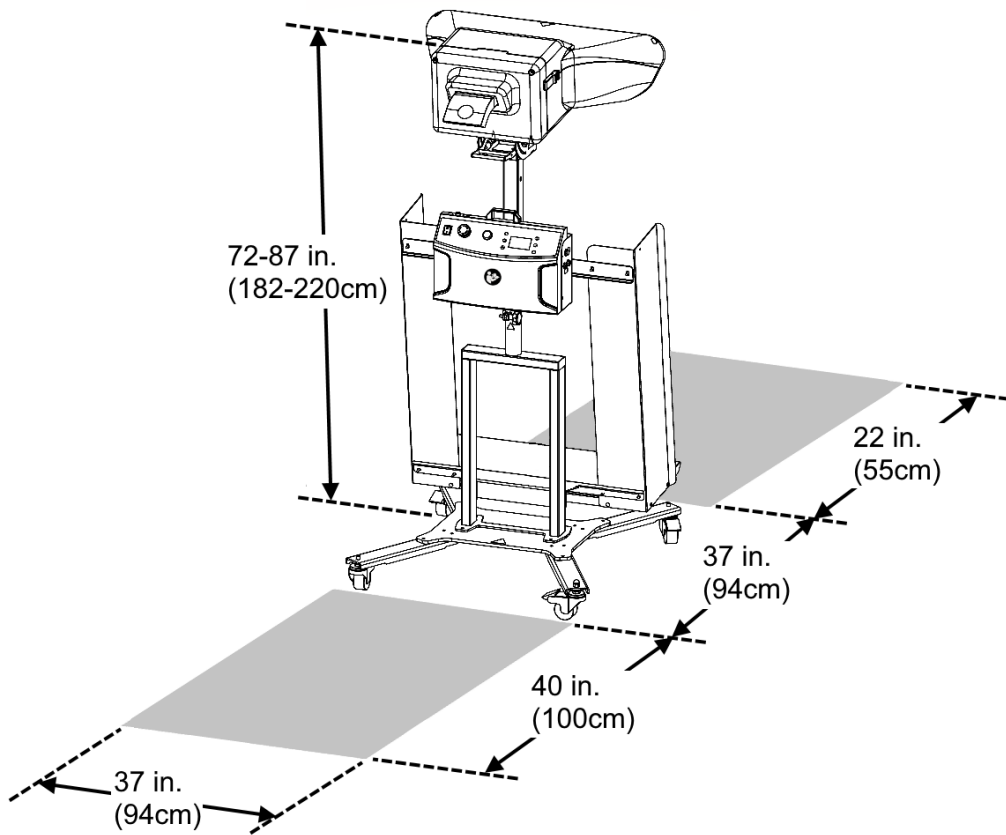


Figure 4 Floor Stand Set-Up



WARNING! FAILURE TO PROPERLY GROUND THE SYSTEM COULD CREATE AN ELECTRIC SHOCK HAZARD.

A qualified electrician should be consulted if there is any doubt as to whether a main power wall socket is properly grounded.



Do not use outdoors.



WARNING! NEITHER THE DISPENSER NOR ITS ACCESSORIES ARE INTENDED FOR USE WITH OR AROUND POTENTIALLY FLAMMABLE OR EXPLOSIVE MATERIALS.

4.2 DISPENSER STAND/ACCESSORIES ADJUSTMENTS

4.2.1 Dispenser Accessories/Stands Overview

The **Dispenser** can be set-up with the following accessories:

- 1 Floor Stand (refer to Figure 5).



NOTE: The available stands/accessories depend on the Dispenser configuration ordered.

4.2.2 Floor Stand

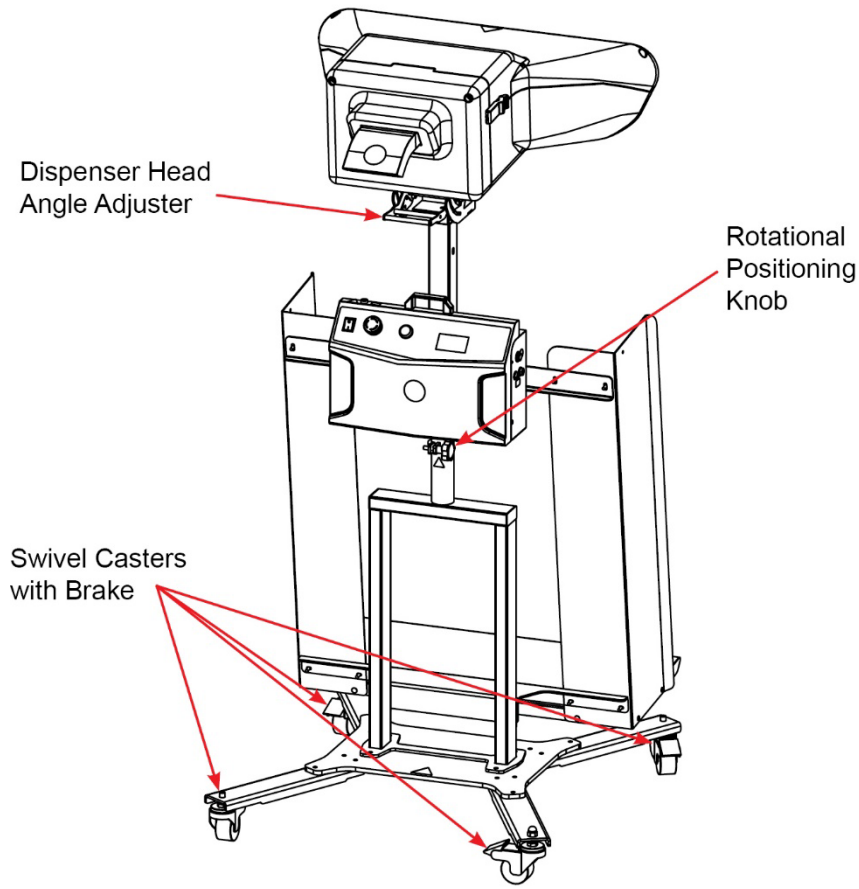


Figure 5 Floor Stand

4.2.2.1 Floor Stand Base Assembly

Unpack the related system boxes and refer to the **Dispenser X-Fill Pro** and/or **X-Fill Pro EO User Manual** for all related **Dispenser** data and user instructions.

Required tools for Set-Up:

- 5mm Hex Key.
1. Assemble and affix the four stand legs (Figure 5, 4) with casters to the stand bottom plate frame (3) with two screws (5).
 2. Install the vertical base (1) of the floor stand with four screws (2) to the stand bottom plate frame (3).

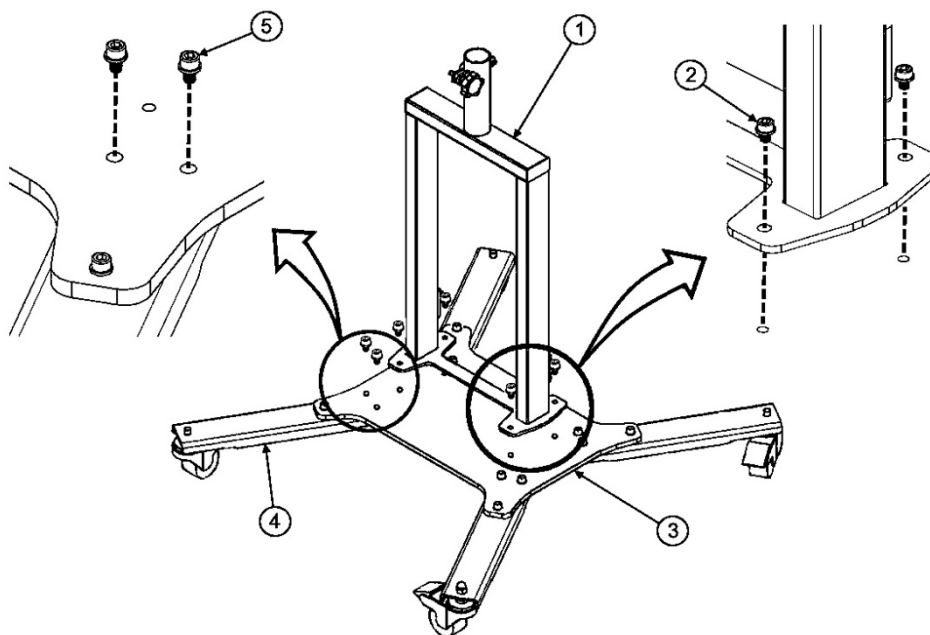


Figure 6 Base Assembly

3. Slide the upper pole (Figure 6, 1) with the attached head angle adjuster over the lower stand pole (3).
4. Affix the upper stand pole (1) to the stand (3) by turning the fixation knob clockwise (2).

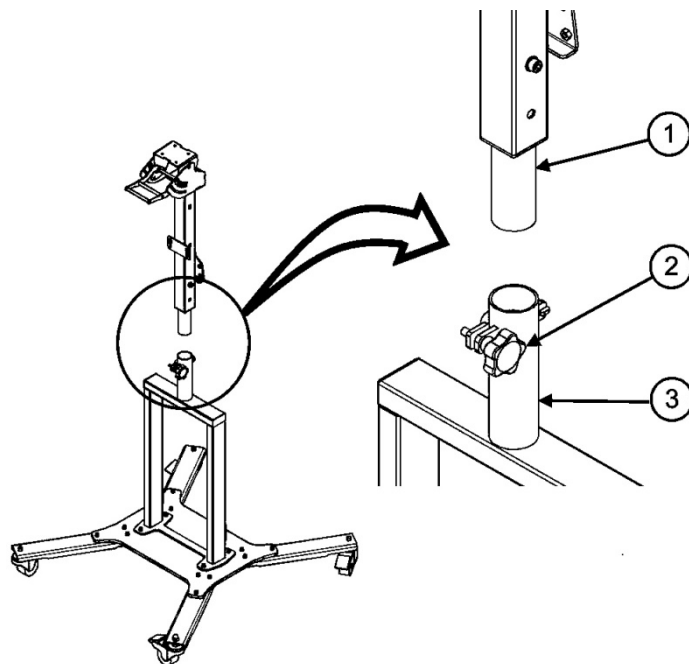


Figure 7 Pole Attachment

5. Loosen the two mounting screws (Figure 7, 2) and adjust the angle shelter (1) to the position needed. Re-install the two mounting screws (2).

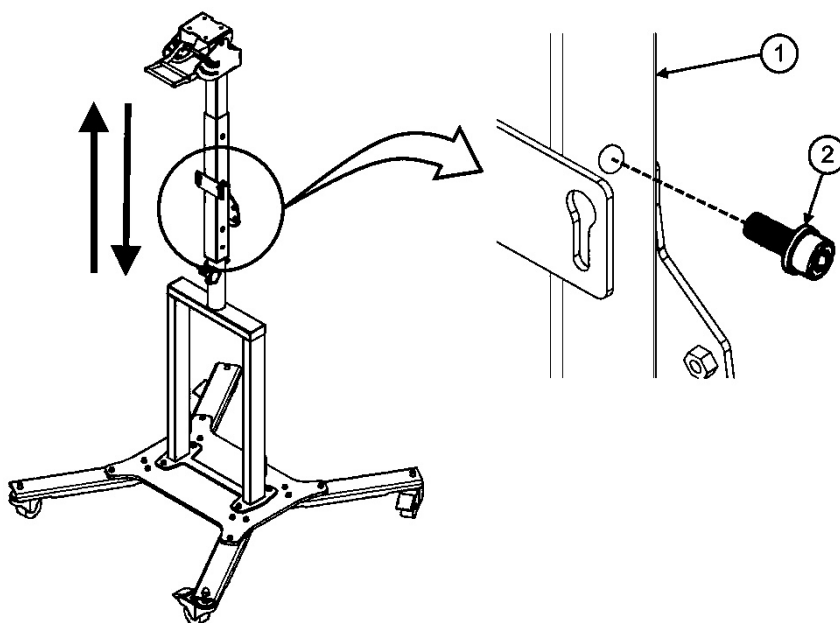


Figure 8 Angle Shelter Adjustment

6. Remove the four pre-installed screws (Figure 8, 5) and affix the lower cross bar (4) to the vertical base (6) using the four screws (5).
7. Remove the four pre-installed screws (2) and affix the upper cross bar (3) to the angle shelter adjustment pole (1) using the four screws (2).

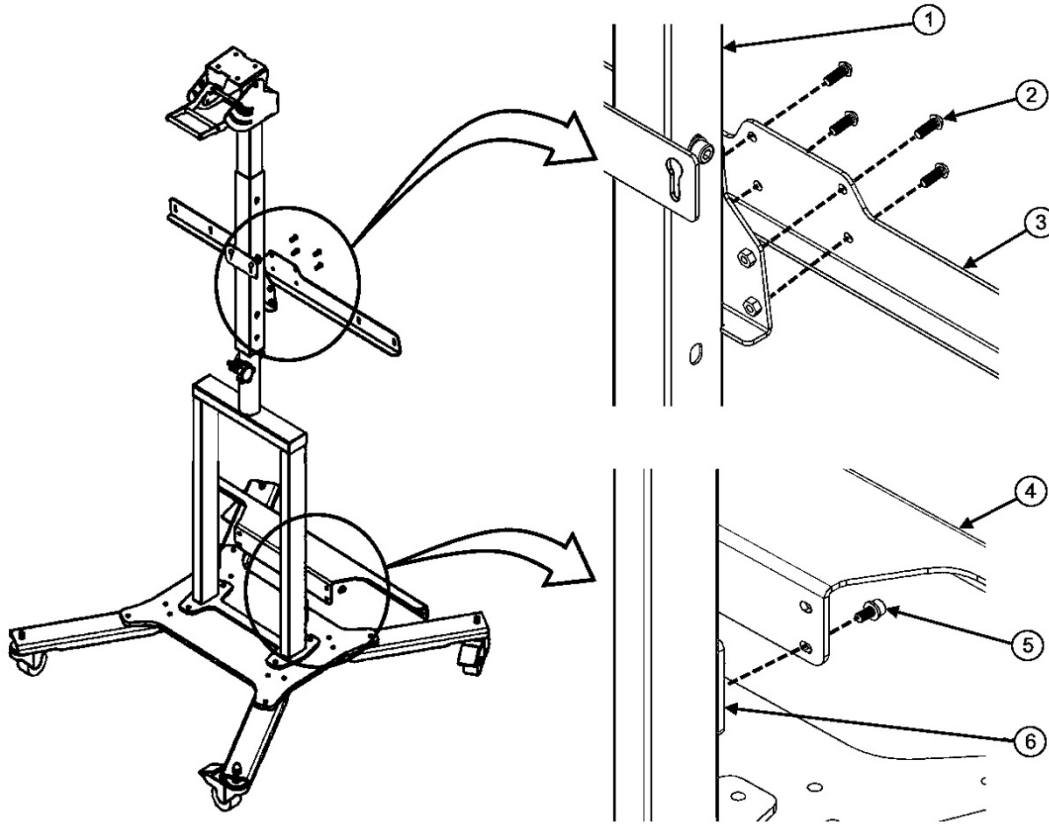


Figure 9 Cross Bar Installation

- Loosen the pre-installed butterfly nuts (right side shown) (Figure 9, 3) and loosely install the left and the right side of the paper tray (1) to the floor stand (2).

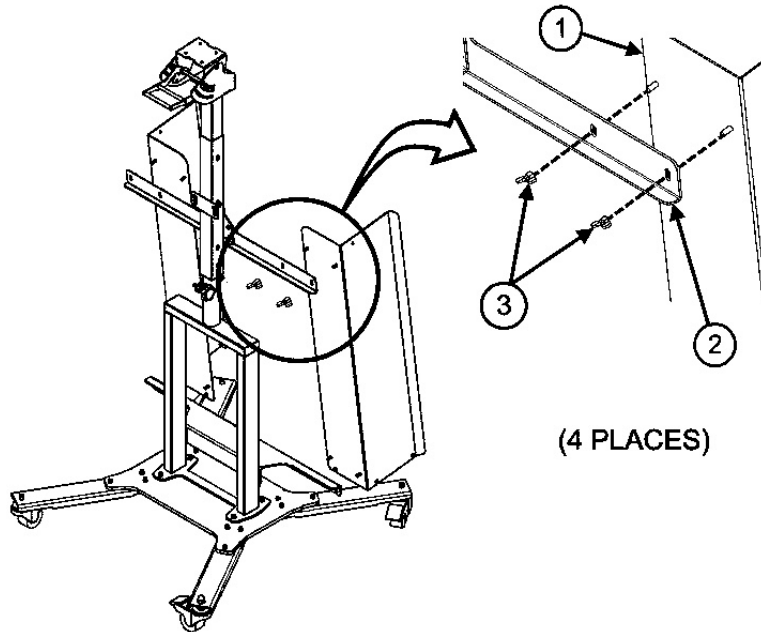


Figure 10 Paper Tray Installation

- Install the base (Figure 10, 2) in the correct location in the paper tray (1) and tighten the butterfly nuts (Figure 9, 3).

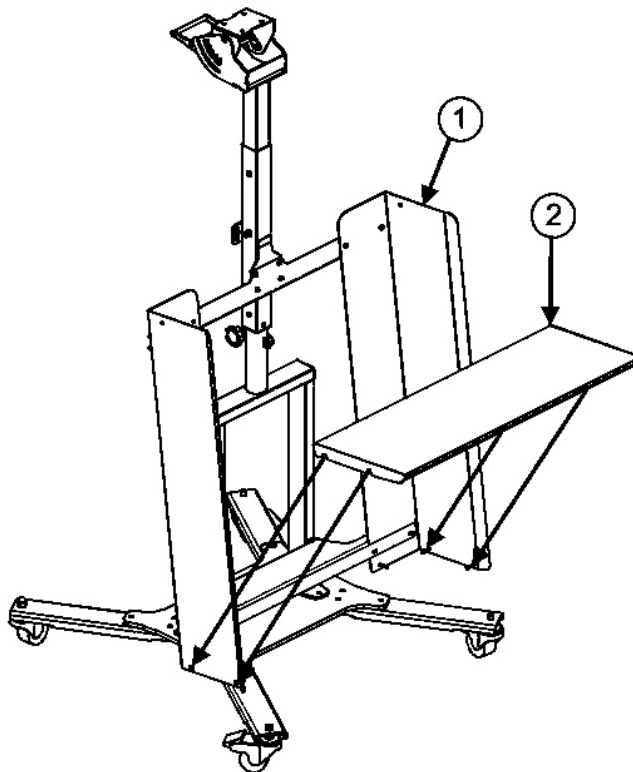


Figure 11 Paper Tray Base

10. Ensure that the stand is positioned on a level surface and lock the brakes of the four casters (refer to Figure 11) to ensure the stand stays in position while assembling the head on the stand.

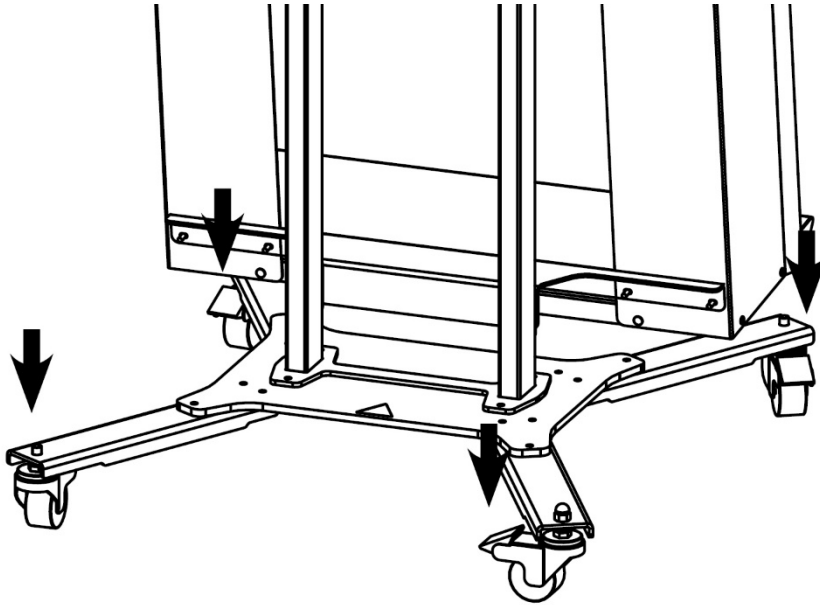


Figure 12 Swivel Castors

11. Position and lock the **Dispenser** head angle adjuster downwards by using the adjustment handle (refer to Figure 12).

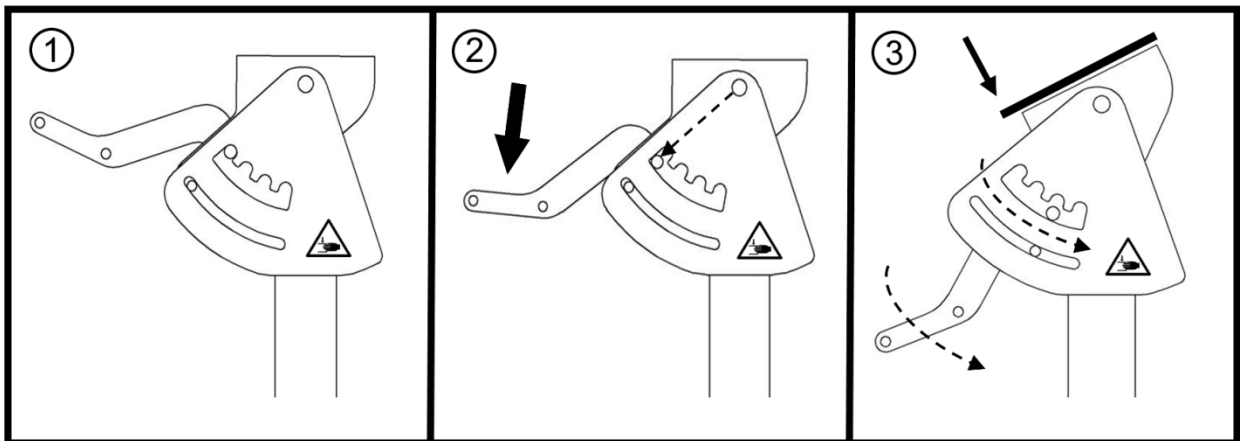


Figure 13 Dispenser Head Angle Adjustment

4.2.2.2 Dispenser Head Installation



WARNING! THE DISPENSER HEAD IS TOP-HEAVY. INSTALLATION WITH 2 PEOPLE IS REQUIRED.

1. Position the **X-Fill Pro (EO) Dispenser head** (Figure 13, 1) on the head angle adjuster (3) by sliding the head into the angle adjuster from the back.
2. Attach the **Dispenser head** (1) to the angle adjuster (3) by using a 5mm hex key and the four hex head screws (2).

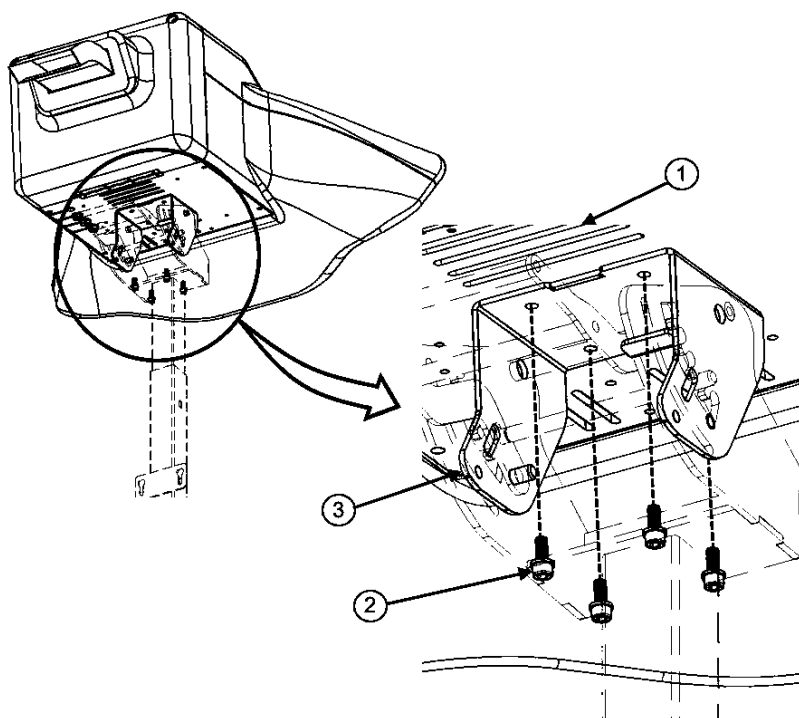


Figure 14 Dispenser Head Attachment

3. Install the **Dispenser Control Box** (Figure 14, 2) to the stand holder (3) by sliding the 2 Control Box extensions (1) into the slotted holes (4) of the stand holder and push the Control Box down.

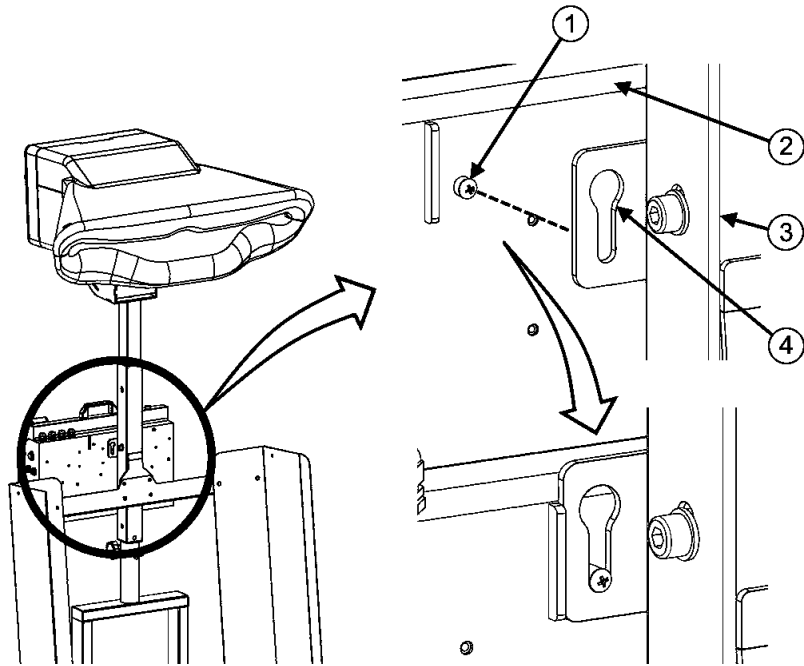


Figure 15 Dispenser Control Box

4. Connect the **Dispenser Control Box** (Figure 15, 3) to the **Dispenser** head (1) connector and tighten the round nut connector (2) from the cable plug by turning the nut clockwise.

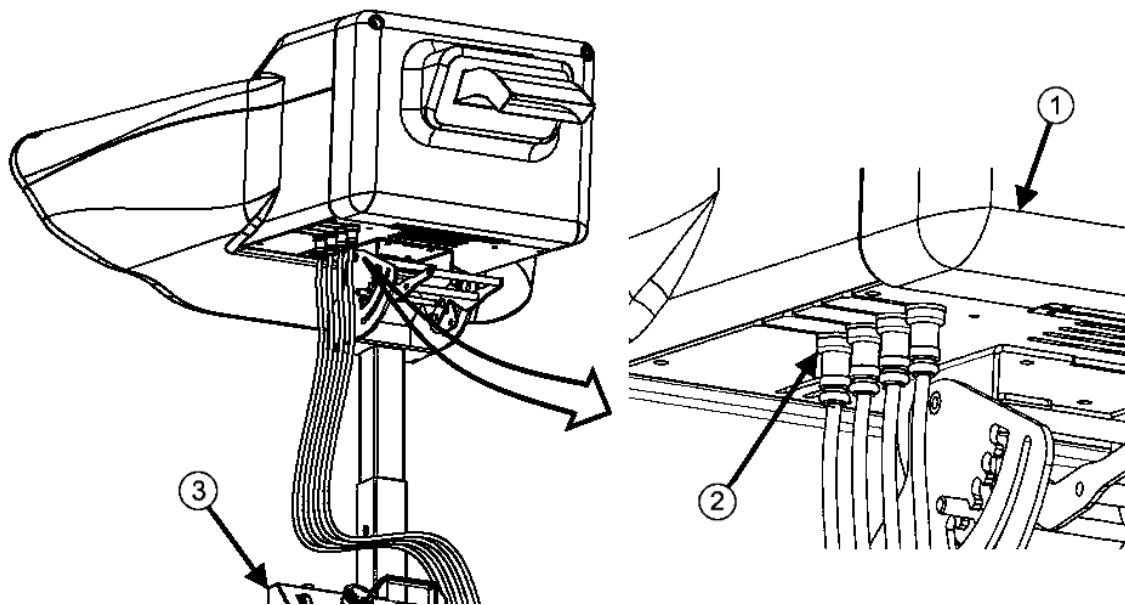


Figure 16 Control Box Cable

4.2.2.3 Adjusting the Angle of the Dispenser Head



CAUTION! WHEN ADJUSTING THE MACHINE BE AWARE OF PINCH POINTS AND MOVING PARTS.

1. Hold the **Dispenser** head with one hand (refer to Figure 16).

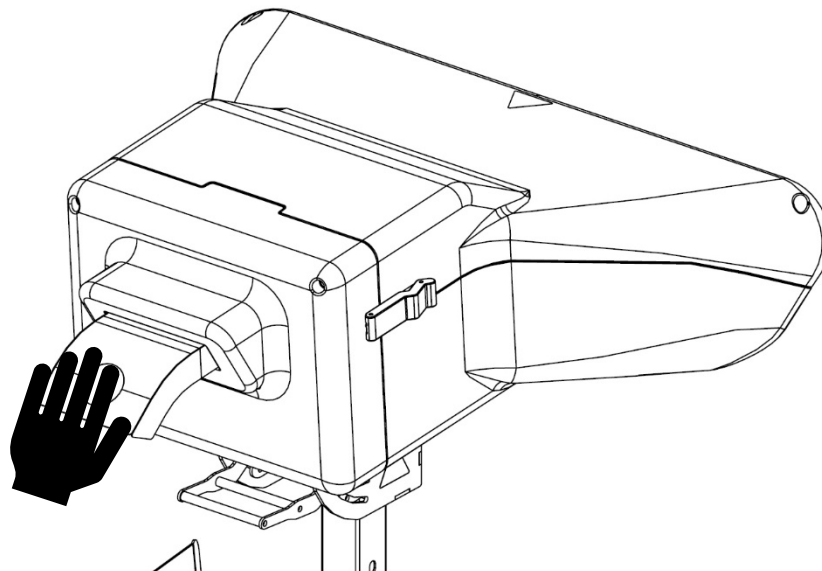


Figure 17 Dispenser Head

2. Pull the **Dispenser Head Angle Adjuster Handle** down with one hand (refer to Figure 17).

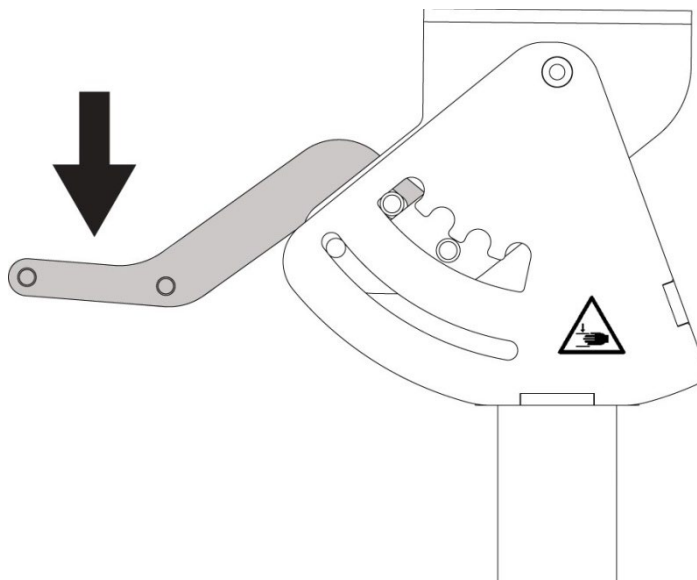


Figure 18 Dispenser Head Angle Adjuster Handle

3. Release the **Dispenser** Head Angle Adjuster Handle when the preferred angle is reached (refer to Figure 18).

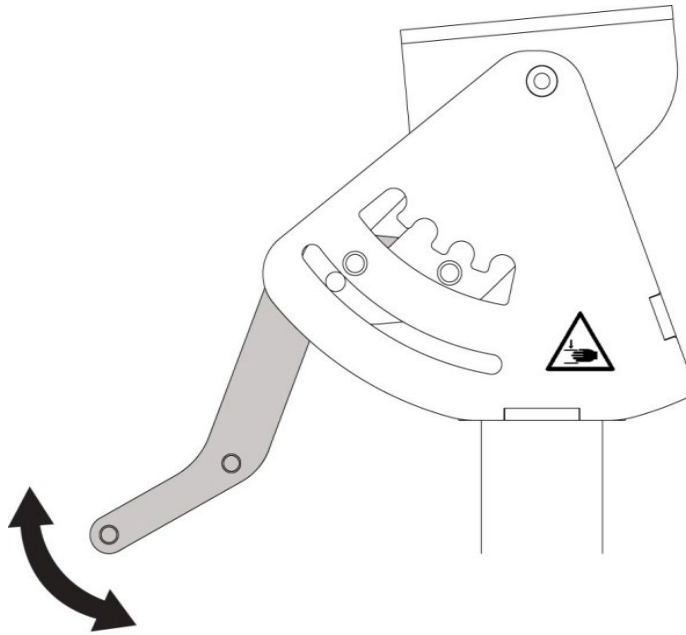


Figure 19 Release the Dispenser Head Angle Adjuster Handle

4. Make sure the **Dispenser** Head Angle Adjuster Handle is locked correctly (refer to Figure 19).

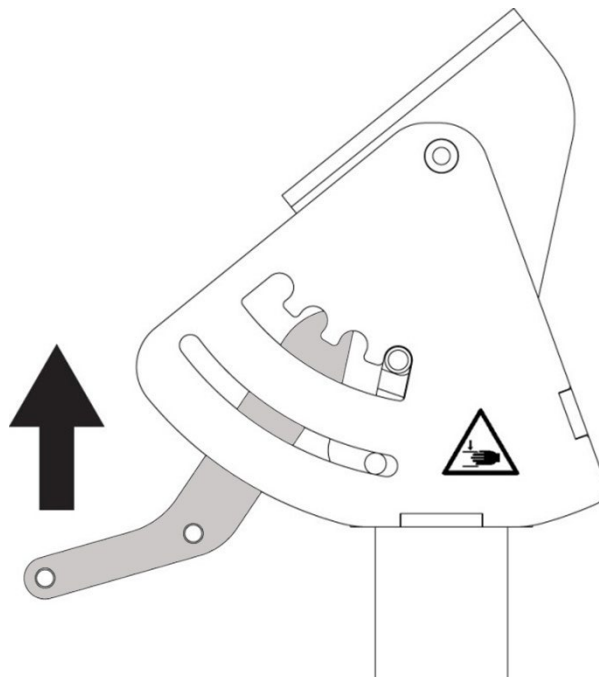


Figure 20 Dispenser Head Angle Adjuster Handle Locked

4.2.2.4 Rotational Positioning of the Dispenser Head

1. Turn the Rotational Positioning Knob three turns counterclockwise to loosen the **Dispenser Head** (refer to Figure 4).
2. Rotate the **Dispenser Head** to the preferred Output Chute position (refer to Figure 20).

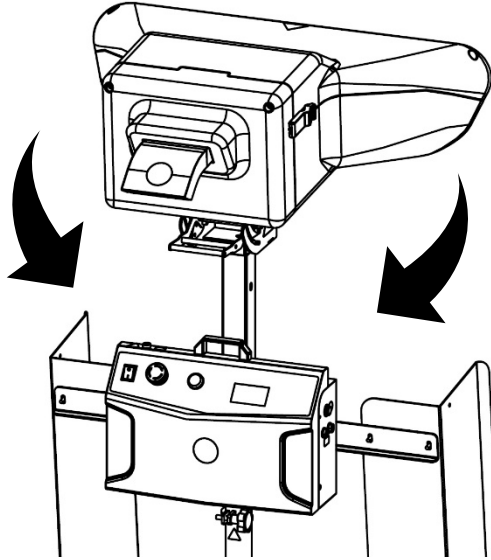


Figure 21 Output Chute Position

3. Tighten the Rotational Positioning Knob by turning it clockwise (refer to Figure 4).

4.2.2.5 Positioning of the Dispenser for Operation



TAKE CARE TO AVOID UNEVEN FLOORS AND OBSTACLES IN THE SURROUNDING AREA. POTENTIAL TRIPPING HAZARD MAY EXIST. PERSONAL INJURY CAN OCCUR.

1. Make sure that the stand is positioned on a level surface and lock the brakes of the four swivel casters (refer to Figure 21).
2. Make sure the stand stays in position while operating the **Dispenser**.
3. Connect the **Foot Switch Plug** to the control box.
4. Connect the **IEC Main Power Cord Plug** to the control box.

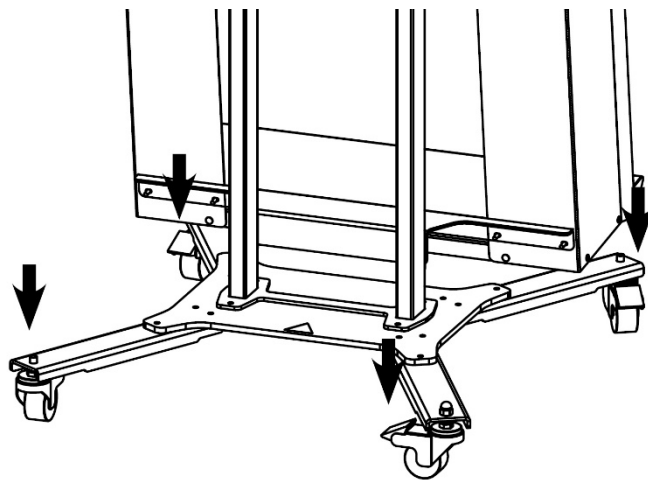


Figure 22 Swivel Casters with Brakes

4.3 MOVING THE DISPENSER

4.3.1 Moving the Dispenser on Floor Stand



WARNING! DISPENSER ON FLOOR STAND IS TOP HEAVY. HOLD THE STAND WHILE MOVING AND AVOID OBSTACLES ON THE FLOOR AS TIPPING MAY OCCUR.

1. Position the **I/O Main Switch** to **O** (OFF) and unplug the Main Power Cord from the Control Box. Store the Main Power Cord.
2. Unplug the Foot Switch Plug from the Control Box by releasing the round nut by turning it counterclockwise. Store the Foot Switch.
3. Remove and store the paper bundle.
4. Moving the **Dispenser** on Floor Stand: Unlock the brakes of the four (4) swivel casters (refer to Figure 8). The **Dispenser** can be wheeled to a new location.

4.4 DISPENSER CONTROLS LAYOUT AND OPERATION

4.4.1 Dispenser Controls

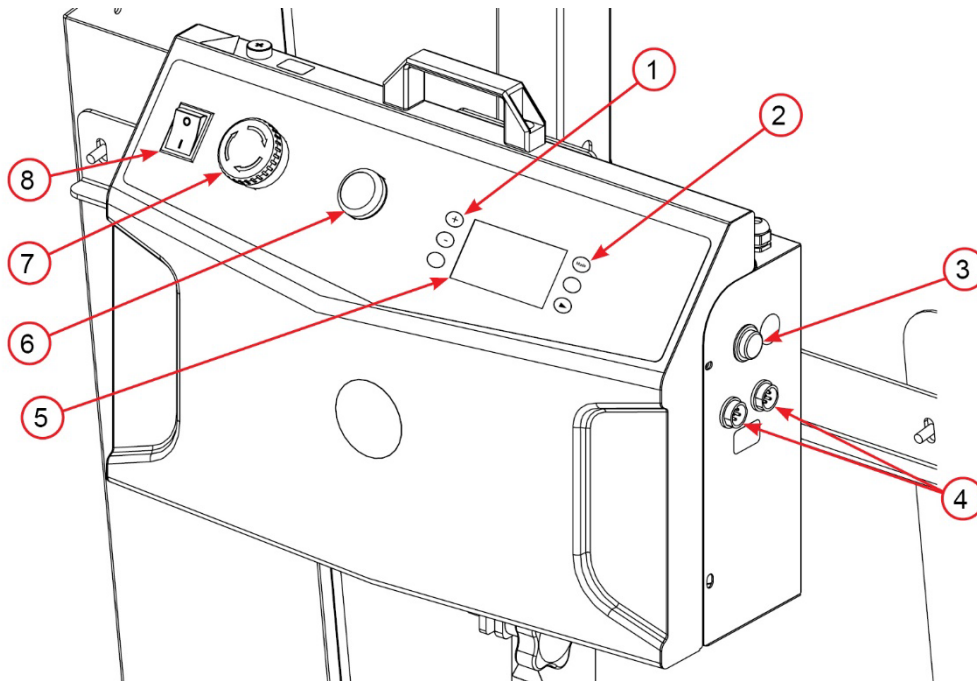


Figure 23 Dispenser Controls

LEGEND	
Item No.	Description
1	Length and Speed Adjustment Buttons - By using the (-) and (+) buttons, the preferred void fill paper length can be set. The bottom button will allow the user to set the dispensing speed.
2	Mode, Output Length, and Dispense Buttons - These buttons will allow the user to toggle through the dispensing modes, change between Imperial and Metric units, and manually dispense paper void fill.
3	Load Void Fill Button - By using this button the machine will slowly advance the forming gears allowing the user to load the paper void fill more easily.
4	Foot Switch Connection – This is connected to the foot switch (not shown); the foot switch is used to produce material output.
5	Controls Display - This display shows the predefined Void Fill length and Program Details.
6	Reset Button - This switch is pressed after the E-Stop Button has been released or after initial power up.
7	Emergency Stop Button (E-Stop) - This red button disables the drive assembly when pushed. Note: To reset the E-Stop, twist and release it and then press the reset button.
8	ON/OFF Power Switch – This push button controls power to the system.

4.4.2 Dispenser Modes of the X-Fill Pro EO



This Dispenser type is provided with electrically driven Paper Feed Wheels. After the paper is dispensed through the Output Chute, the string of void fill paper will be separated automatically by a blade behind the Output Chute.

WARNING! KEEP CLOTHING, HAIR, AND JEWELRY OUT OF THE DISPENSER ENTRANCE AND OUTPUT CHUTE. KEEP HANDS AWAY FROM THE PAPER WHEN THE DISPENSER IS OPERATING. PAPER EDGES MAY CUT THE SKIN.



WARNING! AT NO TIME SHOULD ANYONE REACH INTO THE MACHINE. MOVING PARTS CAN CRUSH AND CUT. DO NOT OPERATE WITH GUARDS REMOVED.

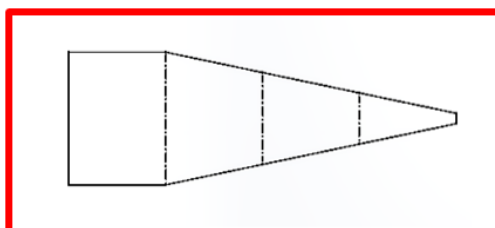
4.4.3 Feeding Paper into the Dispenser and Operating the Several Dispenser Modes.

1. Make sure the **Foot Switch Plug** is properly connected to the **Dispenser Control Box** Foot Switch connections. Make sure the Foot Switch round nut is secured properly by turning the nut clockwise.
2. Ensure the **IEC, Main Power Connection**, is properly connected to the **Dispenser Control Box** and wall socket.
3. Ensure the **Emergency Stop button** is not pressed and the Front Cover is closed and locked.
4. Turn the **Dispenser controls ON** by switching the **I/O Main Switch** on the **Control Box** to the **[I]** position. The **Main Switch** illuminates when the **Dispenser Controls** are activated.
5. Push the **Reset Button** (refer to Figure 12).
6. Select the preferred **Dispenser Mode** by switching the **Mode Selector Switch** to the **[I]** or **[II]** position (refer to Figure 12).
7. Place the **Paper Bundle** in the **Bundle Holder** (refer to Figure 13).
8. Remove the straps around the **Paper Bundle** by using hand scissors.



Pay attention when using hand tools such as knives, scissors, etc., due to the risk of cutting.

9. Lift some sheets of paper from the **Paper Bundle** and fold the beginning of the sheets into an arrow using at least 3 sheets (see below).
 - ❖ How to fold the paper into an arrow. The arrow length should be approx. 3 sheets long (1 sheet is 11.0 in.). The front tip must not be wider than 1.0 in. (3.0cm).



10. Insert the folded arrow of paper sheets into the **Dispenser Input Chute** (refer to Figure 13).
11. Push the folded arrow of paper sheets towards the **Dispenser Feeding Wheels** (refer to Figure 13).
12. Hold the sheets down at the back end of the **Dispenser Input Chute** to avoid the paper falling out of the **Dispenser Input Chute**.
13. Press the **Feed-In Button** on the **Dispenser Control Box**. The driven **Dispenser Feeding Wheels** will engage and start pulling the paper into the **Dispenser**.
14. Release the **Feed-in Button** on the **Dispenser Control Box** as soon as the string of paper void fill is visible at the **Dispenser Output Chute** (refer to Figure 13).

The Dispenser is ready for operation dispensing the preferred amount of void fill paper by selecting one of the Dispenser Modes.

4.4.4. Free Mode Operation

1. To engage **Free Mode**, press the mode selector button until the LCD display reads **MODE: FREE**.
2. In **Free Mode**, the **Dispenser** will dispense a string of void fill paper as long as the **Foot Switch** or **PLAY** button is pressed. When the **Foot Switch** or **PLAY** button is released, the **Dispenser** will stop moving paper, cut the paper, and the display will show the length of material dispensed in either feet or meters depending on the length mode selected. The **Dispenser** will cut the string of void fill paper allowing the operator to remove the material from the chute.
3. The speed that the void fill paper is dispensed can be adjusted by pressing the **SPEED** button. Selection can be made from 1-9 with 1 being the slowest and 9 being the fastest.
4. In Free Mode, the (+) and (-) buttons will not change any function or operation.



The Dispenser will dispense a string of paper void fill as long as the Foot Switch is pressed down. Release the Foot Switch to stop dispensing paper. The Dispenser will automatically cut the void fill paper to length.

4.4.5. Memory Mode Operation

1. To engage **Memory Mode**, press the mode selector button until the LCD display reads **MODE: MEMORY**.
2. In **Memory Mode**, the Operator will press the **Foot Switch** or **PLAY** button and hold it while the **Dispenser** processes paper in the same way as **FREE MODE**. The **Dispenser** will remember the length that was processed, and every subsequent press will dispense the same length.
3. To reset the memory, the Operator will need to cycle through the modes back to **MEMORY MODE**.
4. The speed that the void fill paper is dispensed can be adjusted by pressing the **SPEED** button. Selection can be made from 1-9 with 1 being the slowest and 9 being the fastest.



The Dispenser will dispense a string of paper void fill as long as the Foot Switch is pressed down. Release the Foot Switch to stop dispensing paper. The Dispenser will automatically cut the void fill paper to length.

4.4.6. Pre-Set Mode Operation

1. To engage **Pre-Set Mode**, press the mode selector button until the LCD display reads **MODE: PRE-SET**.
2. In **Pre-Set Mode**, the **Dispenser** will dispense a string of void fill paper equal to the length selected on the LCD display each time the **Foot Switch** or **PLAY** button is pressed; there is no need to hold the **Foot Switch** or **PLAY** button. To adjust length, press the (+) or (-) button to change the paper string length by one foot or 0.1 meter depending on the length mode selected. The **Dispenser** will cut the string of void fill paper allowing the operator to remove the material from the chute.



The Dispenser will dispense a string of paper void fill as long as the Foot Switch is pressed down. Release the Foot Switch to stop dispensing paper. The Dispenser will automatically cut the void fill paper to length.

4.4.7. Cut and Hold Mode Operation

1. To engage **Cut & Hold Mode**, press the mode selector button until the LCD display reads **MODE: CUT&HOLD**.
2. In **Cut & Hold Mode**, the **Dispenser** will dispense a string of void fill paper equal to the length selected on the LCD display each time the **Foot Switch** or **PLAY** button is pressed; there is no need to hold the **Foot Switch** or **PLAY** button. Once the initial press of the **Foot Switch** or **PLAY** button happens the bottom line on the LCD display will read **CUT&HOLD ON**. To adjust length, press the (+) or (-) button to change the paper string length by one foot or 0.1 meter depending on the length mode selected. Once the **Dispenser** has dispensed the void fill paper the operator can remove it from the chute. When this paper is removed the **Dispenser** will automatically dispense a new string of void fill paper. This will continue until the operator presses the **Foot Switch** or **PLAY** button; this will turn off **CUT & HOLD MODE**.
3. The speed that the void fill paper is dispensed can be adjusted by pressing the **SPEED** button. Selection can be made from 1-9 with 1 being the slowest and 9 being the fastest.



The Dispenser will dispense a string of paper void fill to the programmed length when the Foot Switch is pressed down. The Dispenser will automatically cut the void fill paper to length.

4.4.8. Program Length Mode

1. Switch the **Dispenser Mode Selector Switch** to **[II]**. The **Controls Display** will show two digits.
 - ❖ Position **[II]** is the **Program Length Mode**. In this mode the **Dispenser** produces a predefined length of void fill paper after pushing and releasing the **Foot Switch**.
2. Set the preferred length of the paper void fill string by using the (+) and (-) push buttons.
 - ❖ **In Metric Units setting** (refer to Figure 14): The digits representing the length of the string of void fill paper are in **meters**. For example, if the display shows 0.5, the preferred string of void fill paper is set to 0.5m [+/- 10%].
 - i. **The minimum possible programmable length of void fill paper is 0.5m. The maximum possible programmable length of void fill paper is 9.9m.**
 - ❖ **In Imperial Units setting** (refer to Figure 14): The digits representing the length of the string of void fill paper are in **inches**. For example, if the display shows 04, the preferred string of void fill paper is set to 40 in. [+/- 5%].
 - i. **The minimum possible programmable length of void fill paper is 02 in. The maximum possible programmable length of void fill paper is 99 in.**



In Program Length Mode the Foot Switch only needs to be activated for a short period of time. After tapping the Foot Switch the Dispenser Feeding Wheels will engage the paper and dispense the pre-programmed length of void fill paper.

The Dispenser will automatically cut the string of void fill paper to length.

Tap the Foot Switch again to start a new Feed Cycle.

NOTE: In case the actual dispensed length of void fill paper is not equal to the predefined length, which is set in the Controls Display, refer to Section 4.5.

NOTE: To verify if the Dispenser controls are set to METRIC or IMPERIAL:

- ❖ In the Metric unit setting the length will be displayed as "00.0 m"; **m** designates meter.
- ❖ In the Imperial unit setting the length will be displayed as "000 ft"; **ft** designates feet.



The Dispenser is for intermittent use and should not be run continuously for more than one minute.

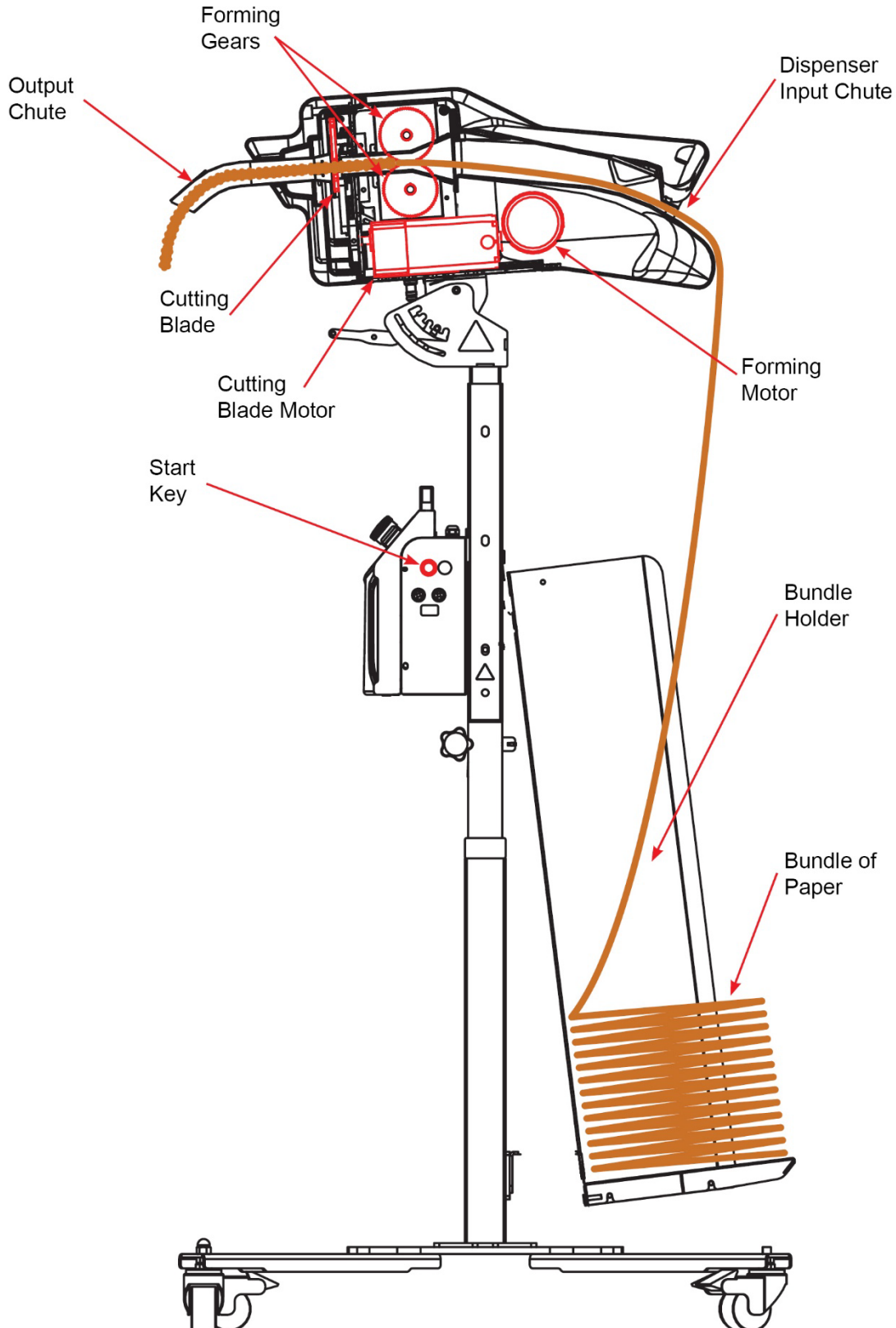


Figure 24 Paper Path

4.5 DISPENSER UNITS SETTING AND PAPER FEED LENGTH ADJUSTMENT

4.5.1 Changing Dispenser Units Setting

1. Switch the **I/O Main Switch** to [I] (**On**) position (refer to Figure 14).
2. To toggle back and forth between Metric and Imperial modes press the "**ft/m**" button to the right of the LCD display. The current mode will be shown on the length line of the display.
3. In Imperial the length will be displayed as "**000 ft**"; in Metric the length will be displayed as "**00.0 m**."
4. Press the **RESET** Button.

4.5.2 Adjusting the Feed Length of the String of Void Fill Paper.

Depending on the paper type used, the Dispenser Feed Length for Program Length Mode may need to be changed from the factory setting. To adjust the void fill paper string feed length, follow the steps below.

1. Switch the **I/O Main Switch** to [I] (**On**) position (refer to Figure 14).
2. Length can be adjusted at any time by pressing the (+) or (-) buttons to the left of LCD display. The length will be adjusted by one ft. in **Imperial** mode and 0.1 m in **Metric** mode.
3. Holding the button down will advance the selection and change length values faster.
4. Press the **RESET** Button.

**Repeat the process as described in Section 4.5.2 in case the feed length needs to be adjusted.*

The Dispenser is now set and ready for use.

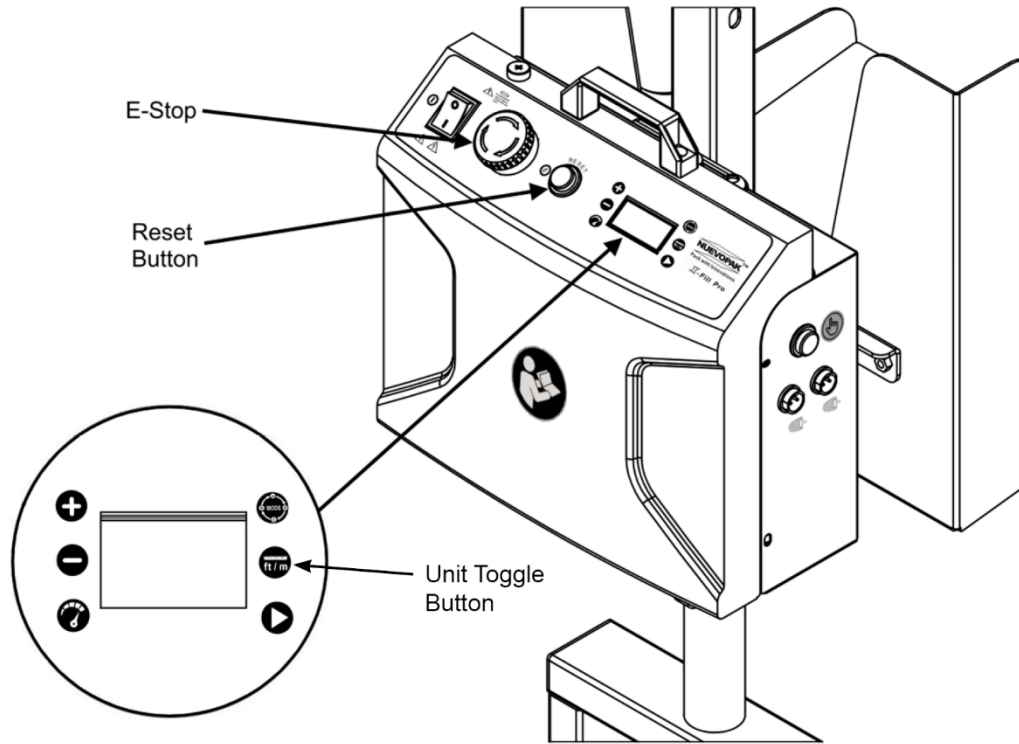


Figure 25 Units Setting

