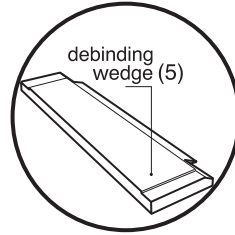
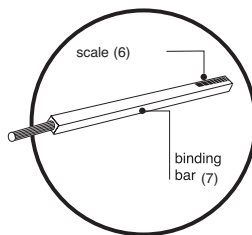
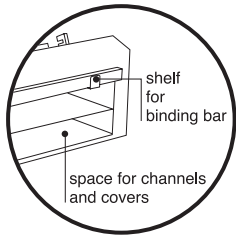
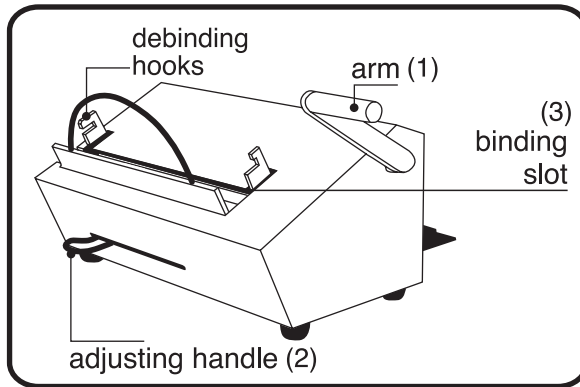


MB 300 was designed to bind documents using channels and covers of METALBIND system. The covers and the pile of pages are bound from the outside by the metal channel.

Description



Important safeguards

- the machine should be positioned on an adequately strong construction with stable surface
- while binding, do not put your fingers into the binding slot
- be careful when moving the binding bar and the wedge (heavy)
- pay attention to sharp edges of the debinding wedge

Preparation to work

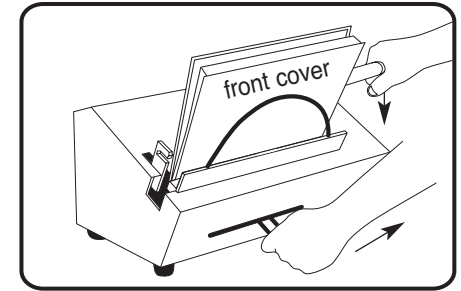
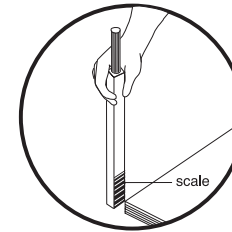
The machine is attached to a hardboard by four bolts in order to protect it against damage during transportation. There are two special screwdrivers attached.

- Unscrew the bolts from underneath of the cardboard box by using the bigger screwdriver and then take the machine out of the box.
- Tighten precisely the arm to the machine using the smaller screwdriver.

In case of repeated transportation, the machine should be packed in the same way as it was delivered to you.

Binding

1. Use the scale (6) to choose the proper channel size.



Important!

The thickness of the documentation to be bound must be at least 1,8 mm (with the cover). If the documentation is thinner, it is necessary to use the filling strips (available also from Opus) to make it thick enough. Important! When using the channel size 20 or smaller, you have to put the binding bar (7) into the slot (3) before you start binding the document.

| size of the channel | number of binded pages |
|---------------------|------------------------|
| 5 (MINI) | 35 |
| 7 | 60 |
| 10 | 90 |
| 13 | 120 |
| 16 | 150 |
| 20 | 190 |
| 24 | 220 |
| 28 | 260 |
| 32 | 300 |

2. Put the pile of pages between the covers. Even the documentation and put the channel on its back. Make sure the front wall of the channel (which is bent on the square) grasps the front page of the documentation.
3. Put the documentation into the binding slot (3); the front wall of the channel should be directed to you. Then:
 - In case of a document of A4 format, move it to the right (to a maximum) until you meet the resistance.
 - In order to even a document of format smaller than A4, move it to the right (to a maximum) until you meet the resistance. Then, move the documentation back to place it centrally in the slot (use a scale to find the exact centre).
4. Holding the document this way, move the adjusting handle (2) to the right until the walls of the binding slot (3) touch the documentation.
5. Press the arm (1) of the machine down. Lift the arm (1) up and adjust the slot (3) moving the handle (2) to the right. Press the arm (1) down again. Holding the adjusting handle (2) at the same time. Repeat it twice.
6. Lift the arm (1). Move the adjusting handle (2) to the left to take out the bound documentation.

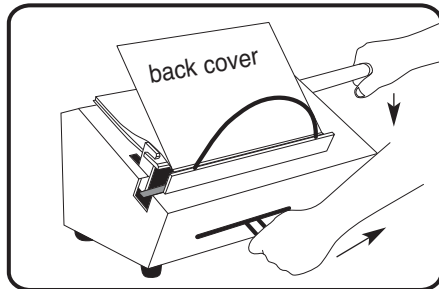
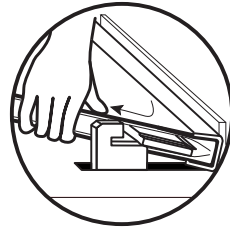
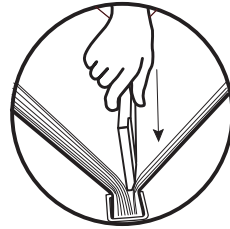
Debinding

1. A few millimeters from the back cover place the debinding wedge (5) with its shorter, sharp edge directed to the spine. Flat (back) side of the wedge should be directed to the front cover.
2. Fit the ends of the wedge (5) in the debinding hooks (4)

Note:

Make sure, the back cover of the document is placed on the top.

3. Move the handle (2) to the right and then move the documentation to the right to the ledge, until you meet the resistance.



4. Press the arm (1) firmly down holding the handle (2) at the same time.
5. Raise the arm (1) up, move the adjusting handle (2) to the right and press the arm (1) down again. Repeat for several times.
6. Loosen the adjusting handle (2) and remove the document together with the wedge (5), then take the wedge out of the document carefully.

7. Make the planned changes to the document.
8. The cover may be re-used (a maximum of three times).

Important!

In case of re-using our O•Simple Channel we recommend putting a sheet of paper between the binding bar and the channel. It will protect the front wall of O•Simple Channel from micro-scratches on it. This method may also be used while using O•Simple Channel for the first time just to receive a perfect binding result.

Technical data:

Binds: up to 300 pages
Weight: 24 kg
Dimensions: 450/280/350 mm



USER'S GUIDE

MB 300