

***sysform***<sup>®</sup>

**CP340H**

**AUTO CREASER  
&  
PERFORATOR**



**OPERATION MANUAL**

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## **Preface and Overview**

This product is a precision product, which professional design and manufacture of indentation knife mold is extremely durable and high-precision control system guarantees the accuracy and quality of indentation.

This machine can complete the indentation of the card without making a template, or crease various dotted lines, tape or saddle-stitched cover indentations, and is suitable for other various application scenarios. The user-friendly software design system can be operated immediately without professional training.

The design of the machine fully considers the various requirements for indentation processing in the industry. It is suitable for various papers with a width of 13.39" (340mm), a length of 118.11" (3000mm) and a thickness of 60-400gsm. At the same time the hardware structure of the machine retains the adjustment function of the depth and skew of the indentation for the users.

Thank you for purchasing our product. If you encounter any problems during the operation please contact your dealer immediately.

## Chapter 1 Safety Requirements

### 1.1 Working environment

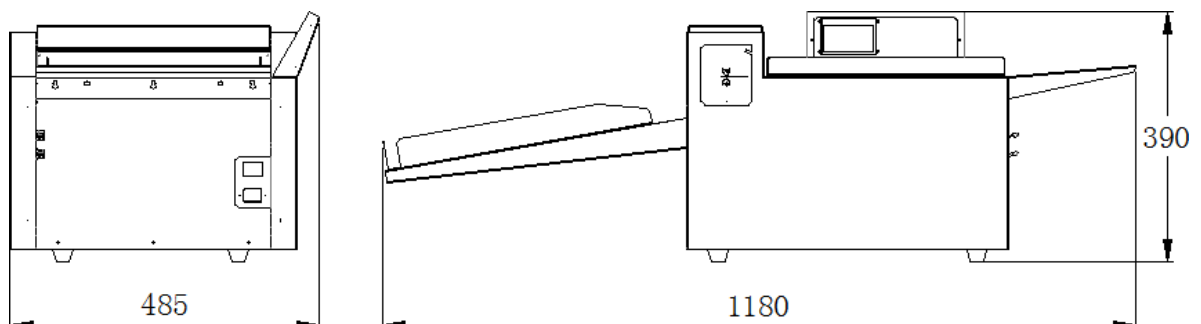
1. Temperature: 10 ° C -35 ° C;
2. Humidity: 30%-70%;
3. Please use the machine in normal environment, there is no flammable, corrosive gas or oil mist around it.

### 1.2 Precautions

- Please ensure to familiarize yourself with the manual before operation.☒
- Please ensure the power supply voltage and frequency is consistent with the manual requirements.
- Please always turn off the power before cleaning the machine.
- Please unplug the power cord after shutting down, if the machine would be leave unused.
- Please do not operate the machine with wet hands, especially plugging and unplugging the power cord.
- Please ensure operators dress in accordance with the requirements and cannot touch the internal parts of the machine with your fingers.
- Avoid the items unrelated to the job are placed on the surface of the machine.
- Please do not modify or disassemble the machine.
- Please do not suddenly power off while the machine is running.
- Do not allow any metal or combustibles to enter the inside of the machine; otherwise it may cause machine failure or even an accident such as a fire.☒
- Note: If the machine has an abnormal situation, please turn off the power immediately and contact the technician.

## Chapter 2 Main Technical Indicators

Unit: mm



<b>Paper</b>	<b>Use paper maximum size (width x length)</b>	13.39" x 118.11" 340X3000mm
	<b>Creasing capacity</b>	60g~400g
	<b>Perforating capacity</b>	60g~250g
	<b>Coated paper</b>	OK
	<b>Laminating paper</b>	OK
<b>Indentation</b>	<b>Indentation data storage</b>	32 Jobs
	<b>Maximum number of indentation settings</b>	16 lines
	<b>Indentation depth adjustment</b>	No level adjustable
	<b>Indentation width 1.0mm</b>	Domestic standard
	<b>Indentation accuracy</b>	0.008" / ±0.2mm
	<b>First indentation distance from the paper head</b>	Indentation: 0.79" / 20mm; Dotted line: greater than 0.79" / 20mm
	<b>Minimum spacing between two indentations</b>	Indentation: 0.04" / 1mm; Dashed line: greater than 0.12" / 3mm
	<b>After the paper jam, the indentation knife is separated</b>	Automatic, providing manual control
	<b>Indentation skew adjustment</b>	support
<b>Indentation data error correction</b>	support	
<b>Working speed</b>	<b>A4 one creasing</b>	3000 sheets / hour
<b>Paper feed unit</b>	<b>Paper feeding method</b>	Hand feed
	<b>Paper feed direction</b>	Feed paper on the right
	<b>Lengthening the paper table</b>	support
<b>Delivery unit</b>	<b>Indentation tray</b>	Yes
	<b>Paper output</b>	1.97" / 50mm
<b>Operation</b>	<b>Operation interface</b>	button
	<b>Display mode</b>	LCD display
<b>Equipment technical characteristics</b>	<b>Transfer method</b>	Timing belt
	<b>Main wall panel type</b>	0.1" / 2.5mm steel plate
	<b>Indentation depth adjustment</b>	Straight up and down
	<b>Serviceability</b>	Convenience
<b>power supply</b>	<b>Input power</b>	110V
	<b>Rated power</b>	100W

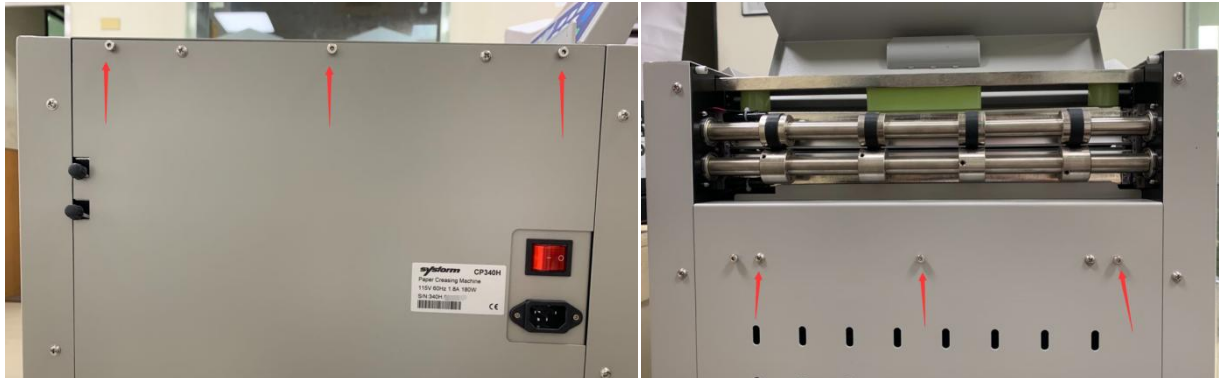
## Chapter 3 Initial Installation

After opening the machine package, the hardware installation is very simple, and fixes the paper collecting cardboard and the extended input cardboard directly by 3 screws, as shown in the figure.

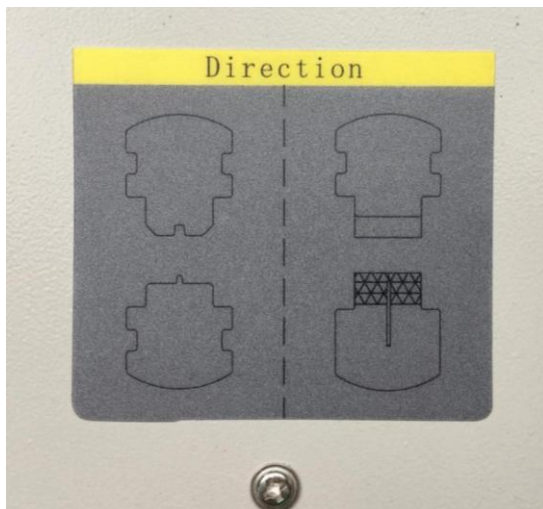
After the delivery tray is fixed, place each paperboard on the delivery tray.

Extended input cardboard

Paper collecting cardboard



**Tool Installation:** Install the knife according to the label on the blade gate



Open the blade gate, pull out the knife set (knife and cutting stick) and put it aside for the moment.

Pull out the other knife set from the right side of the machine and insert it into the blade gate according to the label on the blade gate.

Insert the original knife set into the right side of the machine.

Creasing – upper tool: cutting stick; lower tool: creasing knife

Perforating – upper tool: cutting stick; lower tool: perforating knife

\*Do not mix up the cutting stick.

## Chapter 4 Operation

### 4.1 Start-up

After the machine is properly installed, turn on the power switch on the right side of the machine. After the machine is initialized, the following screen will be displayed, waiting for your operation.

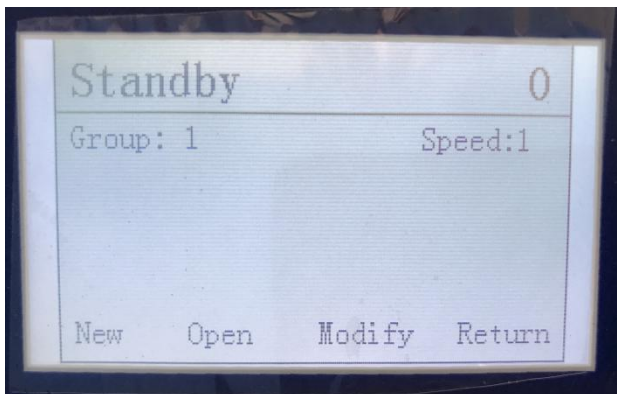


Figure 1 boot screen

### 4.2 Establishing indentation data

The machine needs to input the indentation data before perform the indentation operation. Press the button (SET) corresponding to the new screen to adjust the new indentation interface.

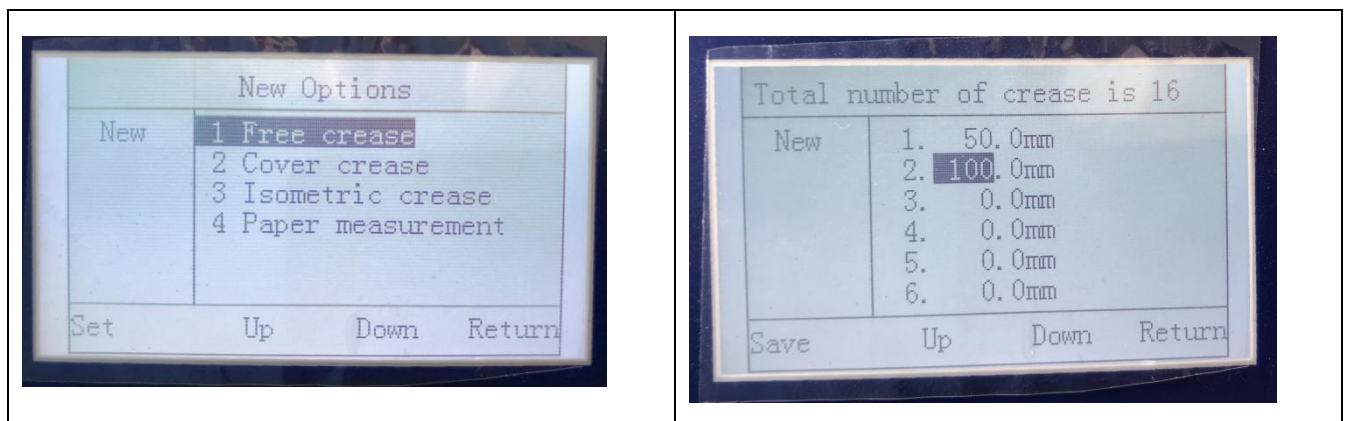
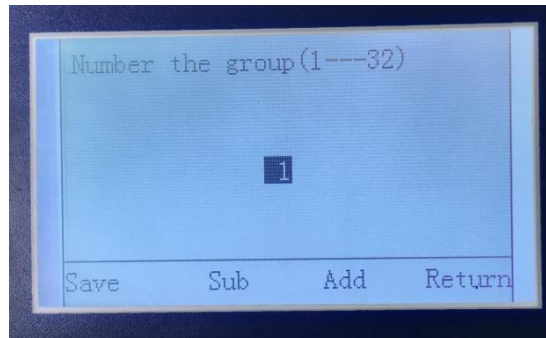


Figure 2 New indentations

After entering, press the number buttons to input the indentation data, press the “C” button to clear, press the “Enter” (E) button to confirm, the machine can be maximally set up to 16 indentations. After the data input is completed, press the “Save” (SET) button to enter the indentation data save interface.

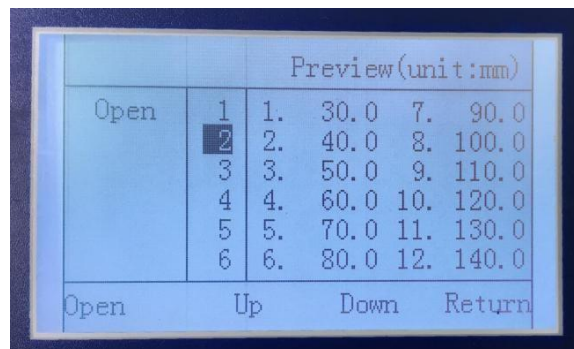


**Figure 3 Indentation data preservation**

The machine can store up to 32 sets of indentation data. After entering the indentation data preservation interface, you can use the “^” and “v” buttons, numeric buttons, “C” button to modify the group number data, and press the “SET” button to save the indentation data.

### 4.3 Indentation data call

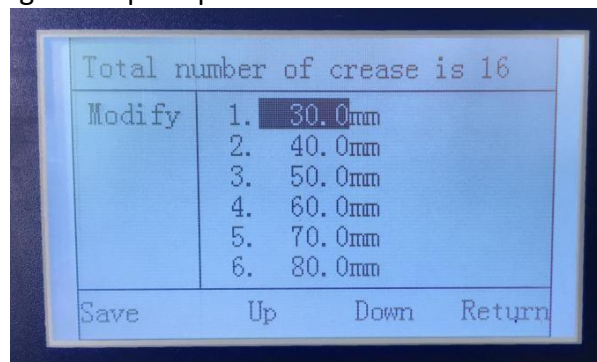
The machine can store 32 sets of indentation data, press the “Open” (^) button on the standby interface, and then call up the required indentation data according to the prompt, as shown in Figure 4.



**Figure 4 Indentation data selection**

### 4.4 Data modification

Press the “Modify” (v) button on the standby interface, and then modify the required indentation data according to the prompts.



**Figure 5 Indentation data modification**



## 4.5 Operation Example

First, after determining the indentation data according to actual needs, and press the “New” button to create the indentation data;

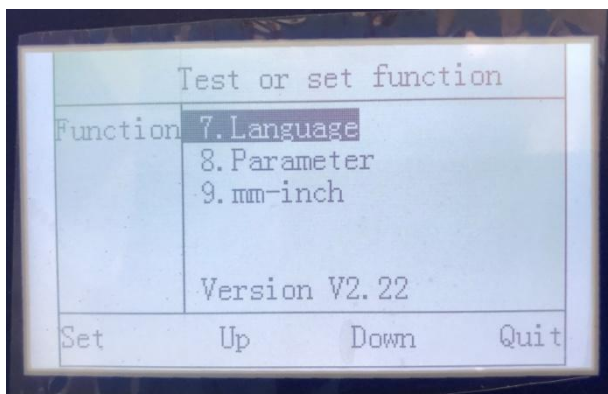
Second, save the indentation data, or directly press the start button to start the indentation operation, then the indentation data will be automatically saved to the first group;

Third, after the machine starts running, the prepared paper is fed into the machine one by one to complete the indentation operation

## Chapter 5 Related Settings

### Machine related settings

Press and hold the “E” button to turn on the power switch, and the machine enters the background detection and error correction mode:



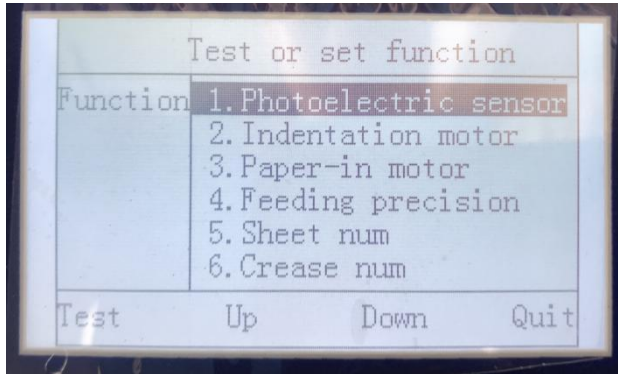
**Figure 6 Other settings information**

As shown in Figure 6, as below

- (1) 7.Language setting; switch between Chinese and English;
- (2) 8.Operation parameter setting; Setting the value range 0-100; when the machine is working in the lower grid voltage or low temperature environment, it is necessary to set the value to be larger, and reduce the working efficiency of the machine to ensure it can work fine in the special environment.
- (3) 9.mm-inch;Centimeter-inch conversion

## Chapter 6 Machine Detection and Error Correction

Press and hold the “E” button to turn on the power switch, and the machine enters the background detection and error correction mode, as shown in Figure 7.



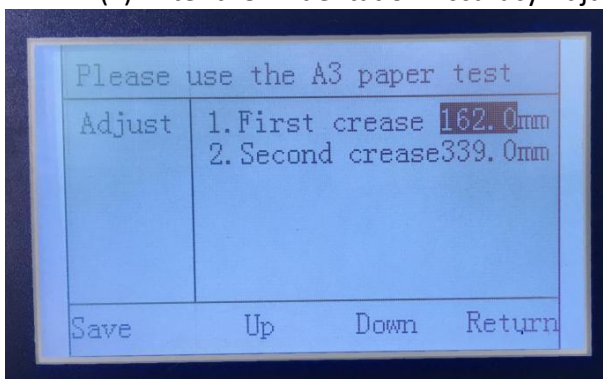
**Figure 7 Detection and error correction**

Follow the prompts to achieve the detection of each sensor and motor.

When it is found that the actual indentation is deviated from the input indentation data, it is necessary to correct such deviation by adjusting the indentation accuracy. Different working environments and different paper types need to be re-adjusted.

The specific steps are: use the “^” and “v” buttons to move the cursor to the indentation precision adjustment, and press the (SET) button to enter.

(1) Enter the “Indentation Accuracy Adjustment” interface, as shown in Figure8:



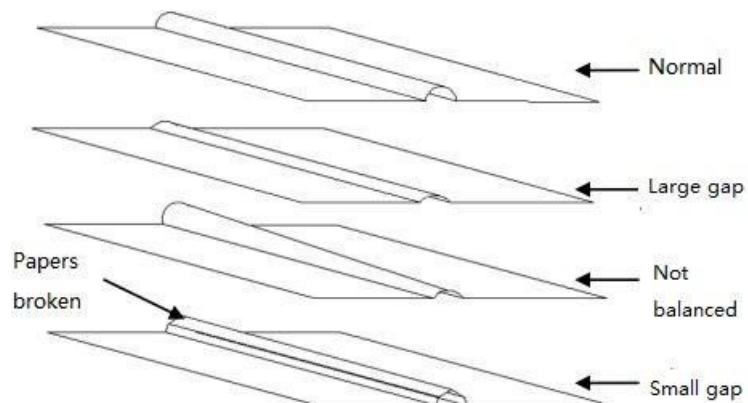
**Figure 8 Indentation accuracy adjustment**

(2) Press the “START/STOP” button to start the machine and feed an A3 paper. The machine will automatically press out two indentations and carefully measure the distance from the starting edge to the two indentations of the paper. After the measured data is input, press the “Save” button to save the data, the indentation precision adjustment is completed.

## Chapter 7 Hardware Settings

### Indentation Depth Adjustment

The depth of the indentation directly affects the quality of the process. The reason is the gap between the upper and lower knife dies, the depth of the indentation, and the thickness of the paper to be indented. If the gap is too large, the indentation will be unclear. If the gap is too small, the paper will be broken. And when the depth of the two sides is not balanced, the depth of the indentation needs to be adjusted.



### Adjust the Depth

Open the top cover as shown in the figure, the 3 screws with icons are for the user to adjust the depth of the indentation, and the user adjusts the depth through the inner hexagonal hand. Tighten the screw clockwise to reduce the depth and vice versa.



## Indentation skew adjustment

If the user finds that the paper that is coming out is skewed (Fold the paper along the indentation line, the sides are not vertical), the side panel of the paper table needs to be adjusted to change the paper feed angle so that obtain a satisfactory indentation direction.



The side board of the paper feed table is used to adjust the paper feed direction when the paper is indented, the side board of the paper feed table is fixed to the paper feed table as shown, and the position can be adjusted.

The side board of the paper feeding table is fixed on the paper feeding table by 3 screws. The closest to the indentation is a round hole, and the latter two are oval holes.

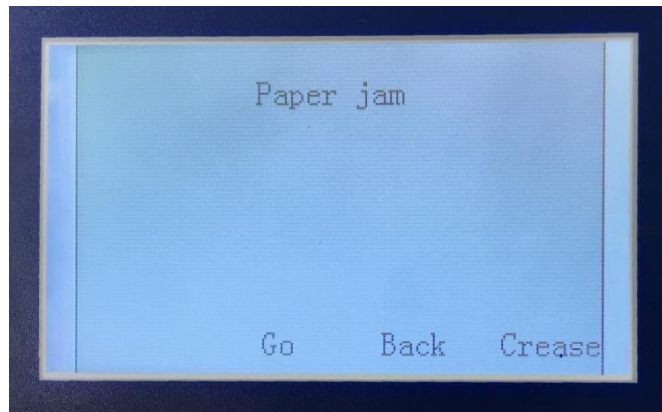
Loosen the 2 screws at the back and adjust the angle of the side board of the paper table slightly. The angle of the paper feed direction will be also changed, and the original skew can be improved.

**Note: Normally as long as the paper is at right angles, the side board of the paper table does not need to be adjusted.**

## Chapter 8 Problem Solving in Machine Operation

The paper jam is the normal condition during the use of the machine. If the paper does not meet the requirements, the depth of the indentation is too deep, etc., all may cause paper jamming.

After the paper jam, the machine will prompt the following screen:



**Figure 9 Paper jam**

The machine software system has provided the necessary method of handling jams.

After the paper jam, first confirm whether the indentation knife can return to the normal position, press the corresponding button "loose knife", if the indentation knife is normally returned, then press the "forward" and "reverse" buttons repeatedly to clear the jam; If the indentation knife cannot be properly returned, loosen the indentation depth adjustment screw, and then press the "loose knife" button to return the indentation knife to its normal position and then clear the jam.