

FeedMAX 

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FeedMAX-S 

Operator's Manual

The FeedMAX and the FeedMAX – S are designed to feed a variety of materials at a high capacity. Both models of the FeedMAX can be set up and operated in either, straight in-line or right angle configurations. Sure-Feed Engineering Inc. also offers a “Left 90 degree Angle” configuration FeedMAX and FeedMAX-S as a special order item. Depending on the specific model, the FeedMAX can be interfaced with several different types of ink jets, folders, tabers and inserters as well as stand alone applications. Both FeedMAX models come with an adjustable six (6) foot in-feed conveyor that will accommodate a variety of different size stock.

Safety Statement and Recommendations

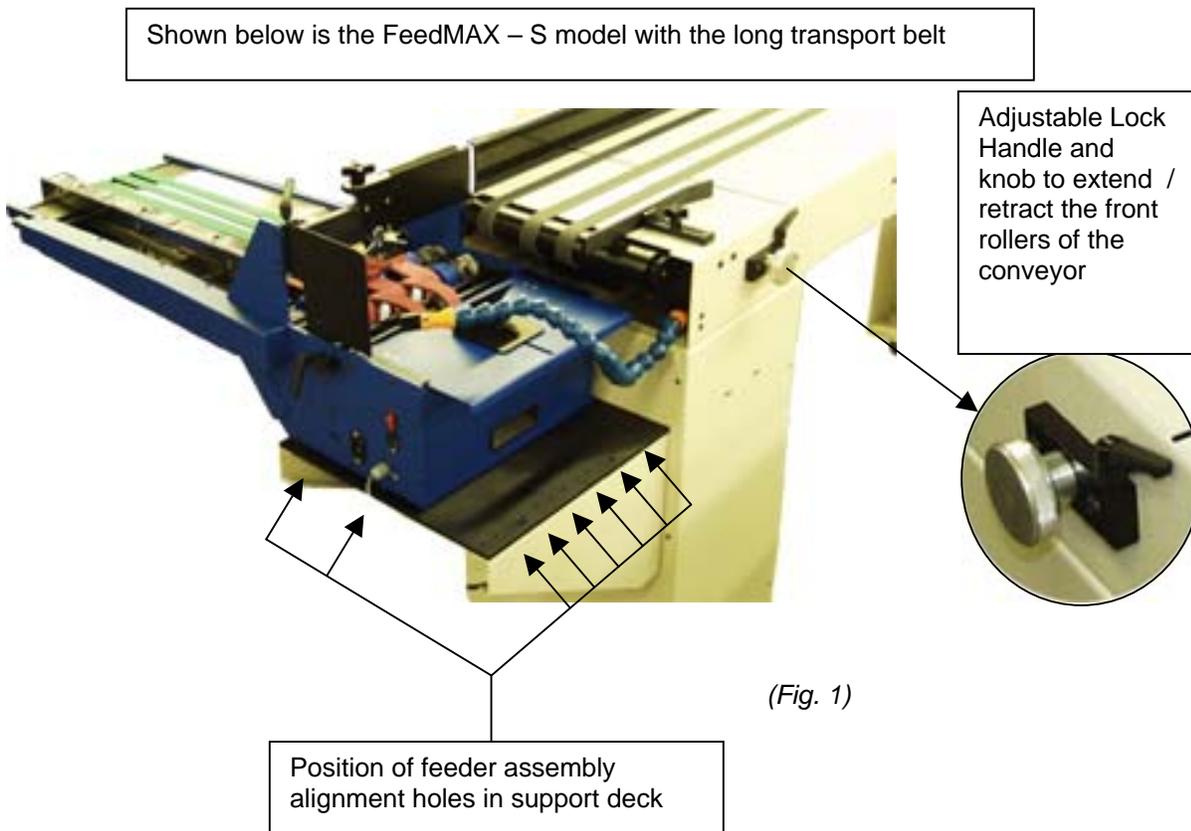
The following recommendations for safe operation and maintenance of the FeedMAX and the FeedMAX-S are as follows:

- ☛ Any persons designated to operate, work on or near the FeedMAX or FeedMAX-S should be fully trained by a factory-authorized representative.
- ☛ Do not operate or perform any type of maintenance on the FeedMAX or FeedMAX-S while under the influence of drugs or alcohol.
- ☛ Do not operate or perform any type of maintenance on the FeedMAX or FeedMAX-S in or around freestanding water.
- ☛ Do not wear loose or baggie fitting shirts, shirts with billowing sleeves, bracelets, rings, necklaces, neckties or other loose apparel that may come into close proximity with moving parts of the FeedMAX or FeedMAX-S.
- ☛ Do not attempt to increase the operating height of the FeedMAX or FeedMAX-S by putting wood 2X4's, wood blocks, bricks, stacks of cardboard, stacks of paper, postal trays or any other objects or devices not known to the manufacture, under the FeedMAX or FeedMAX-S. (The FeedMAX and FeedMAX-S are manufactured with adjustable leveler pads designed to provide an adjustable operating height range of plus five and one quarter inches [+ 5-1/4"]. Increasing the operating height of the FeedMAX or FeedMAX-S beyond these specifications is not recommended by the manufacture and other companies connected with the promotion and sale of the FeedMAX and FeedMAX-S. The manufacture and other companies connected with the promotion and sale of the FeedMAX and FeedMAX-S do not assume any responsibility for any damage to the FeedMAX or the FeedMAX-S or product and shall be held harmless for any damages and / or injuries resulting from this practice.)
- ☛ Wear protective safety eyeglasses or goggles and use a particle mask or similar device when cleaning off the FeedMAX or FeedMAX-S with compressed air. Alert all other persons in the area to stand a minimum of thirty (30) feet from the area where compressed air is put to such use.
- ☛ All persons having hair greater than shoulder length who operate, work on or near the FeedMAX or FeedMAX-S should keep their hair pulled back in ponytail fashion then pinned up or otherwise contained to the top of their head or confined under the back of their shirt.
- ☛ Turn off the main power to the FeedMAX or FeedMAX-S before performing any maintenance.
- ☛ Any persons working near any of the electrical motors of the FeedMAX or FeedMAX-S should use caution. Electrical motors give off heat; contact with or exposure to bare skin may result in burns.
- ☛ The FeedMAX and the FeedMAX-S was designed to feed, transport and convey paper or paper products. Do not attempt to feed and / or run materials made of or containing glass, metal, wood, plastics, liquids, foods, powders, gasses, explosives or toxic and hazardous chemicals on the FeedMAX or the FeedMAX-S. (Note: The manufacture recognizes and acknowledges that the FeedMAX and the FeedMAX-S are capable of successfully running and / or feeding compact disk and audio cassettes, however the manufacture and other companies connected with the promotion and sale of the FeedMAX and the FeedMAX-S do not assume any responsibility for any damage to the FeedMAX and / or the FeedMAX-S or product and shall be held harmless for any damages and / or injuries resulting from this practice.)

Set Up and Operation of the FeedMAX

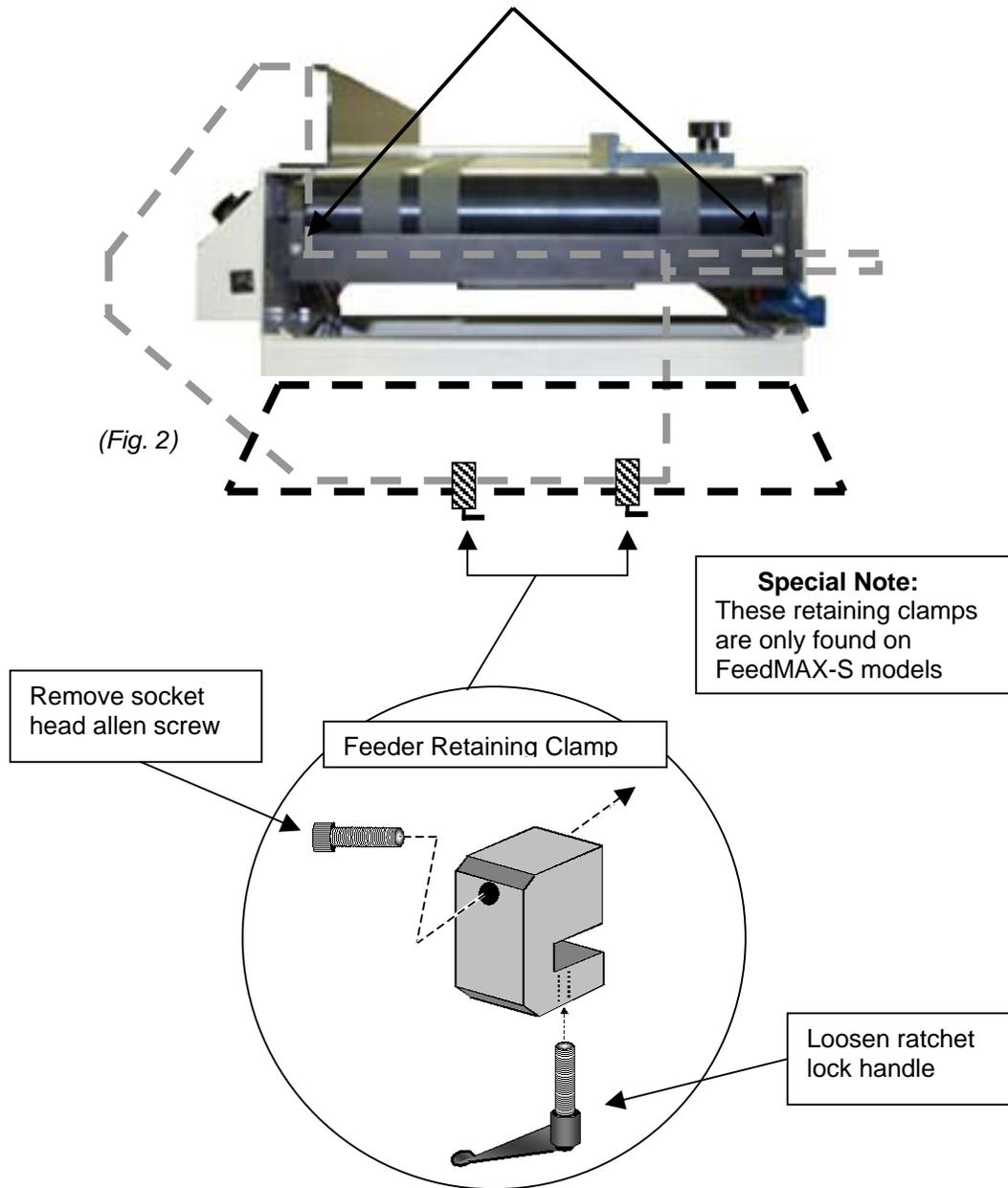
Set the feeder to the conveyor for either right angle or in line configuration by performing the following:

1. Turn the power off to the FeedMAX and / or FeedMAX-S.
2. Loosen the ratchet lock handle located to the right of the roller extension knob by turning it in a counter clock-wise direction, see figure .
3. Retract the front conveyor rollers by turning the adjustment knob in a clock-wise direction until the front rollers are completely retracted, see figure .



4. Using a philps head screwdriver, remove the paper guide located on the exit end of the in-feed conveyor, see figure . (Note: The paper guide is only used when running the Feed Max in a right angle configuration and must be removed before lifting the feeder up to re-position for straight in-line operation.) **(Warning: Lifting the feeder with out removing the paper guide may result in damage to the machine as well as possible personal injury.)**

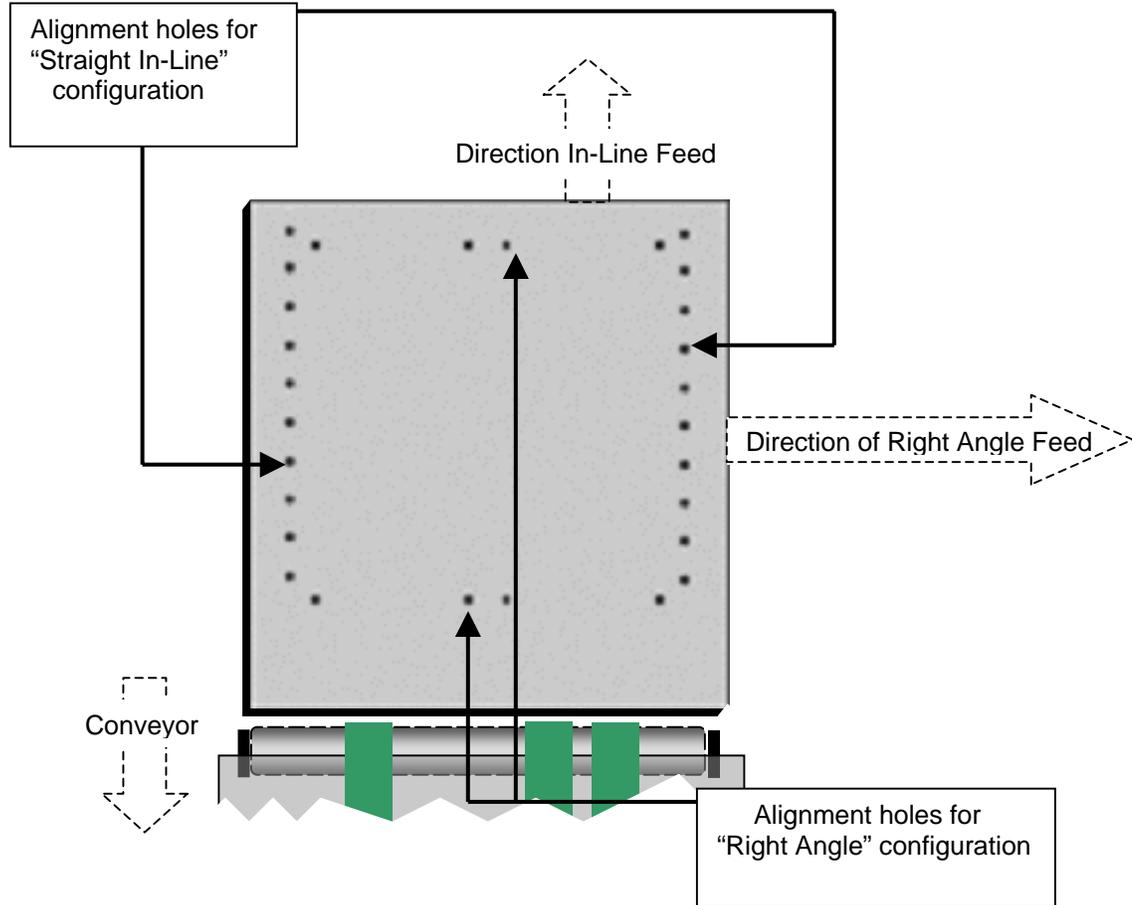
Remove these two (2) Philips head screws and remove the paper guide.



5. FeedMAX-S (Only) remove the two (2) feeder retaining clamps located at the bottom of the feeder, see figure . to remove the two (2) retaining clamps, perform the following:
 - a. Loosen the ratchet lock handle locate at the bottom of each retaining clamp.
 - b. Using a 5/32 allen wrench, remove the socket head allen screw located on the side of the retaining clamp.

(Note: These retaining clamps are designed to prevent the feeder from tipping in the event the long transport is not properly supported.)
6. Lift the feeder assembly straight up until the alignment pins are free of the feeder support deck.
(Warning: The FeedMAX feeder assembly weighs 39 pounds, the FeedMAX –S feeder assembly weighs 58 pounds, practice safe lifting techniques while performing this step or request assistance for lifting the feeder assembly.)

7. Set the feeder assembly alignment pins in selected holes of the feeder support deck that best accommodates the configuration, (Straight or right angle) for the stock size you wish to run. (Note: Make sure all alignment pins are seated in holes, do not let the feeder assembly over hang the support deck. When performing this step with the FeedMAX – S model, make sure the long transport belt assembly is supported at all times. Failure to support the long belt transport may result in damage to the machine.)



Set up the feeder section by performing the following:

1. Turn the power on to the feed max base and the ink jet base.
2. Select the side guide / guides, center guide and back wedge that best fit the material and configuration of the set up you are preparing to run.

To change the center guide, perform the following:

- a. Remove the 3 or 4 philips head screws located at the bottom of the center guide. (Note: The center guide used for right angle operation has 3 philips head screws, the center guide used for straight in line operation has 4 philips head screws)
- b. Align the holes in the newly selected center guide to the center holes in the bridge tram bar of the feeder and secure it using the screws that were removed in step [a]. (Note: To avoid stripping out the threads in the bridge tram bar, do not over tighten the philips head screws.)

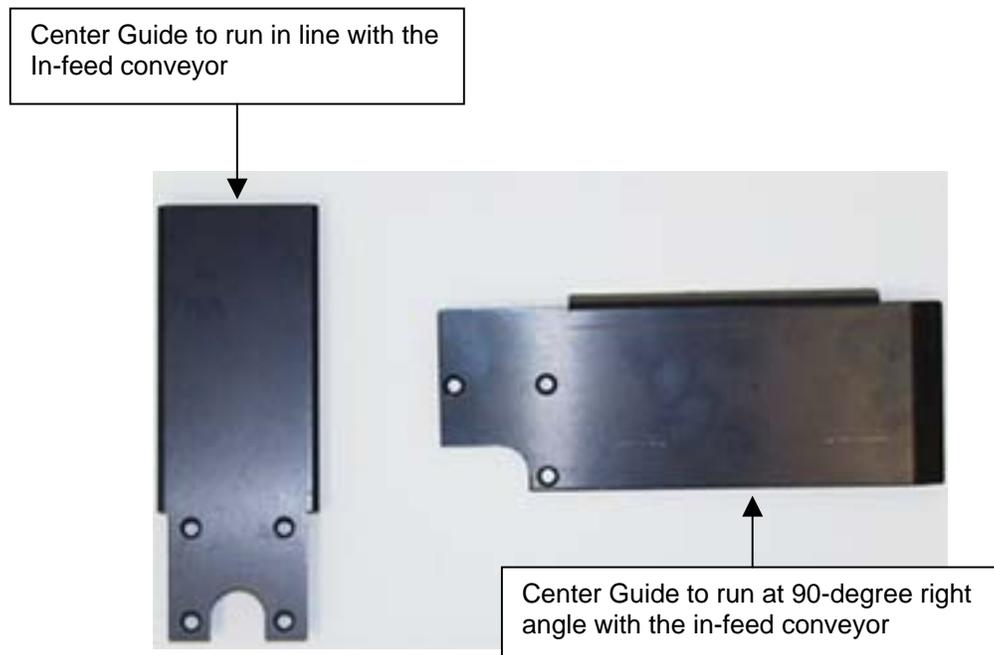
To change the side guide / guides, perform the following:

- a. Remove the 2 philips head screws located on the current side guide / guides near the bridge tram bar. (Note: Do not loosen the front thumb lock or adjustable lock handle on the current side guide at this time, use care to prevent dropping the side guide or screws) Once the existing side guide has been removed the side clamp should still be secured to the bridge tram bar.
- b. Mount the newly selected side guide / guides to the side guide clamp using the Philips head screws removed in step [a]. (Note: To avoid stripping out the threads in the side guide clamp, do not over tighten the Philips head screws.)

To change the back wedge, perform the following:

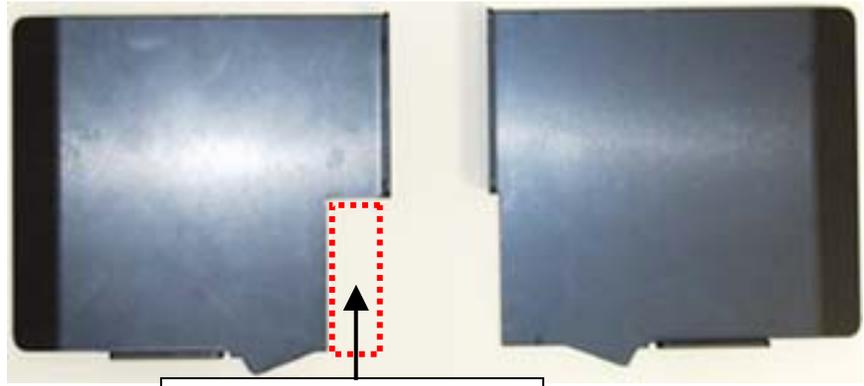
- c. Remove the thumb lock screw that secures the current back wedge to the agitator plate by turning it in a counter clock-wise direction, then lift up on the current back wedge until it is clear of the roll pin, see figure .
- d. Place the newly selected back wedge (slotted side down), onto the roll pin in the agitator feed plate and secure it with the thumb lock screw removed in step [c]. (Note: To avoid stripping out the threads in the mount block, located under the agitator feed plate, do not over tighten the thumb lock screw.)

Special Note: The FeedMAX comes with a variety of back wedge guides, side guides and center guides. These are designed to accommodate most standard size stocks for either straight in-line or right angle configuration, see figures through .



(Fig. 2)

Large product side guides for "catalog" size material.
(Use both for running in-line with the in-feed conveyor, use the one shown on the left to run at a 90-degree right angle with the in-feed conveyor)



Cut for height sensor eye when running straight in-line

Standard product side guides for "letter" size material.
(Use both for running in-line with the in-feed conveyor, use the one shown on the left to run at a 90-degree right angle with the in-feed conveyor)



(Fig. 3)

Side guide Clamps
Shown with thumb lock and adjustable ratchet handle.



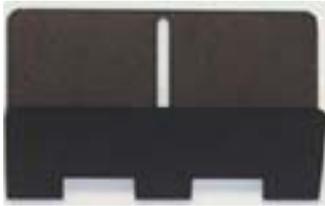
(Fig. 4)

In-feed conveyor paper guide
Used only when running in right angle configuration



(Fig. 5)

Wide feeder back wedge
Typically used for "catalog"
size material



(Fig. 6)

Standard feeder back wedge
Typically used for "letter" size
material



(Fig.7)

Forward tilt back wedge
Typically used to run flat sheets
(8-1/2 X 11) with feeder set to
run in an in-line configuration



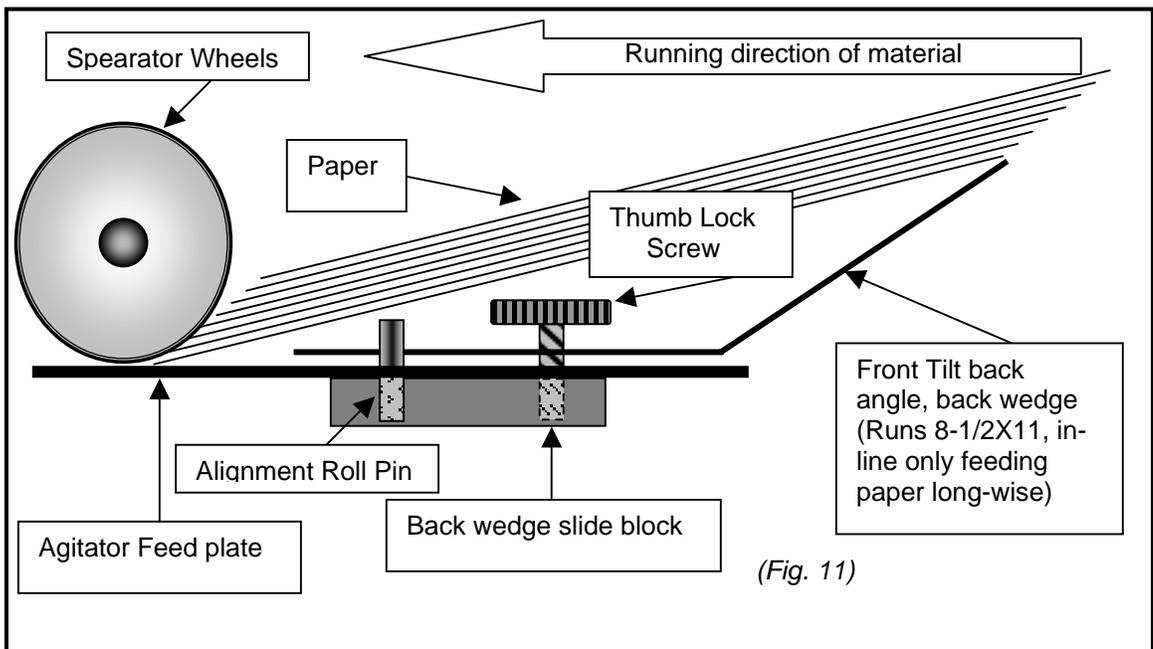
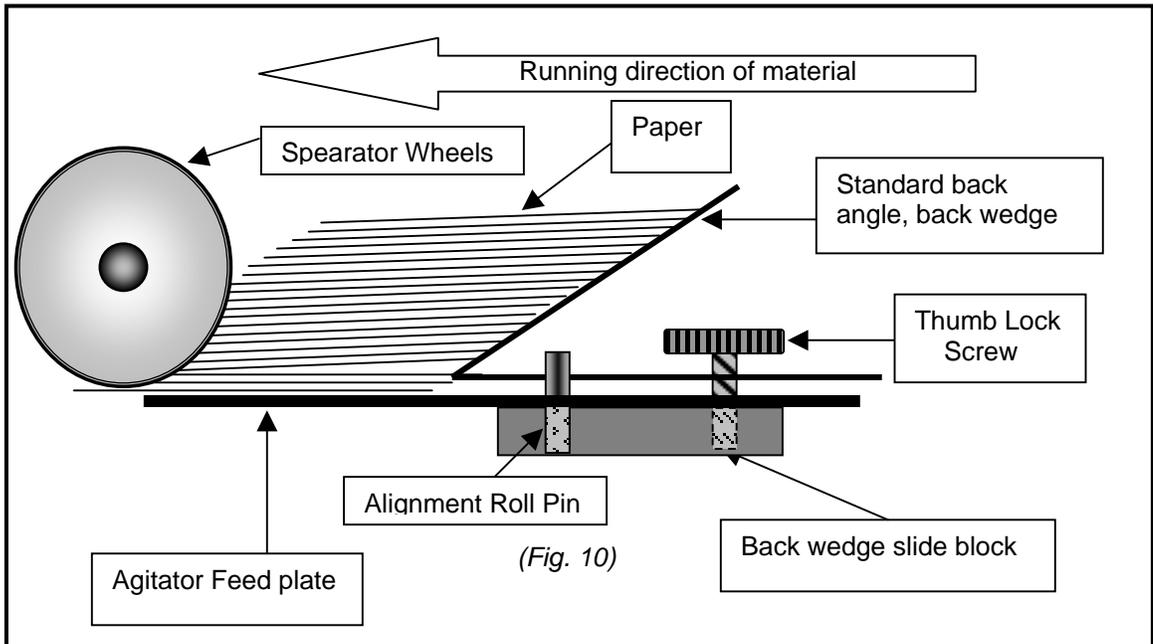
(Fig.8)

Small feeder back wedge
Typically used for "business
card" or similar size material

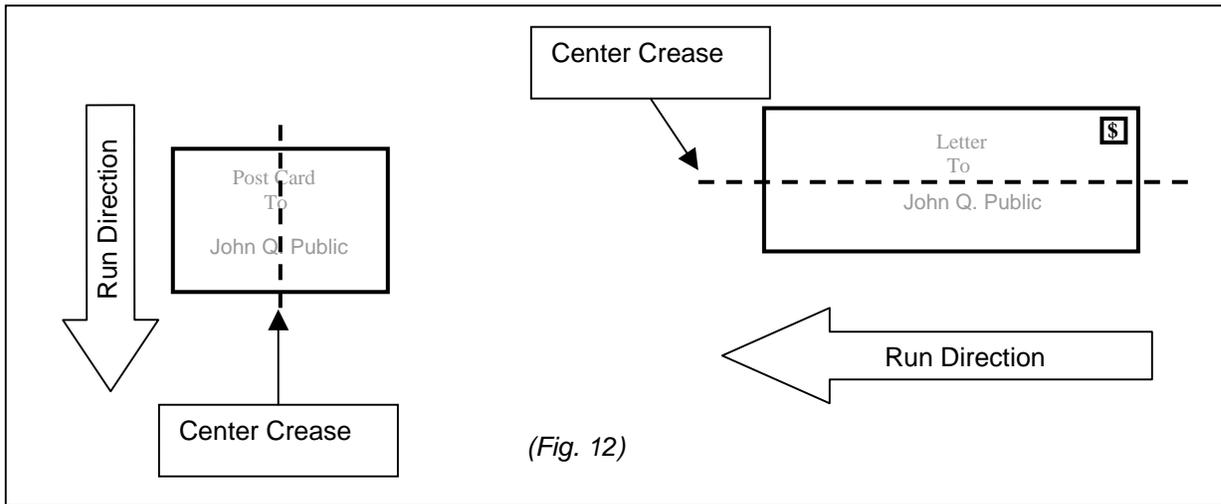


(Fig.9)

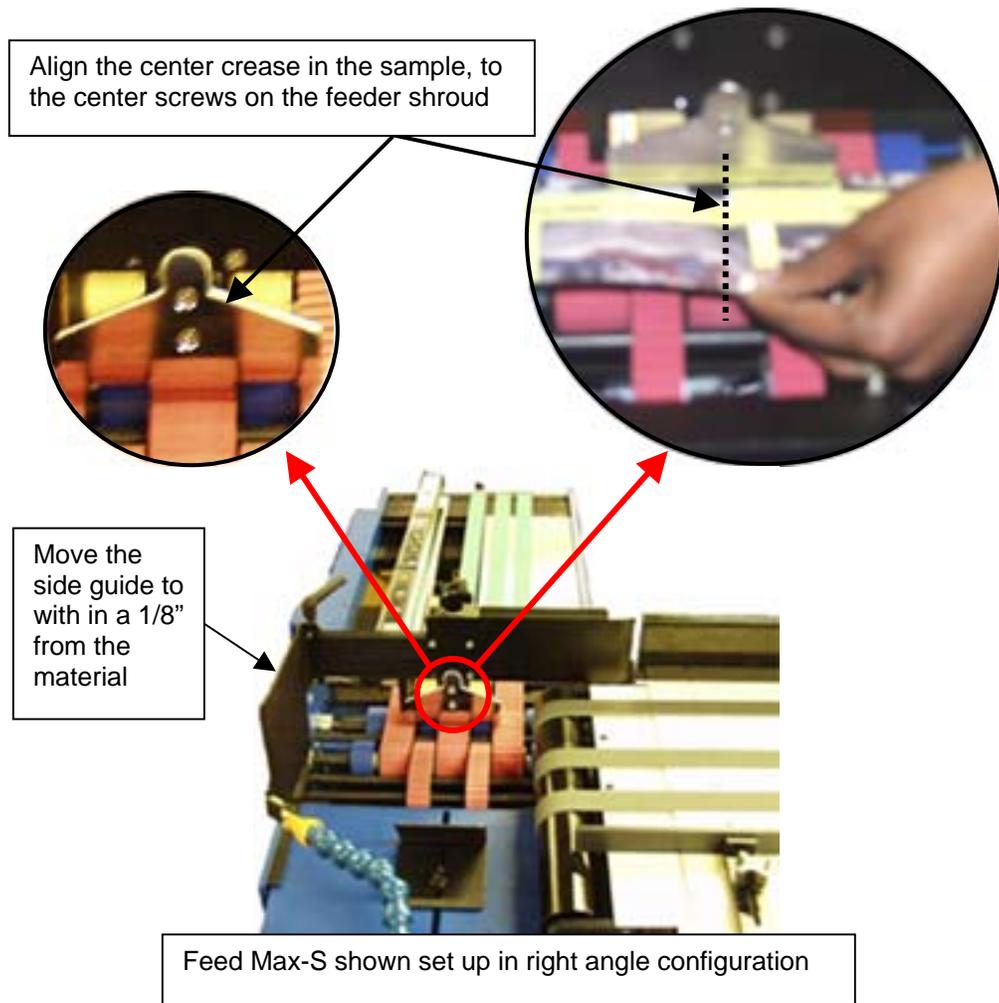
(Note: For back wedge installation orientation, see figure and , page , also see Back Wedge adjustment for set-up, page .



3. Fold one sample piece of the material your going to run in half from leading edge to trailing edge, forming a center crease.



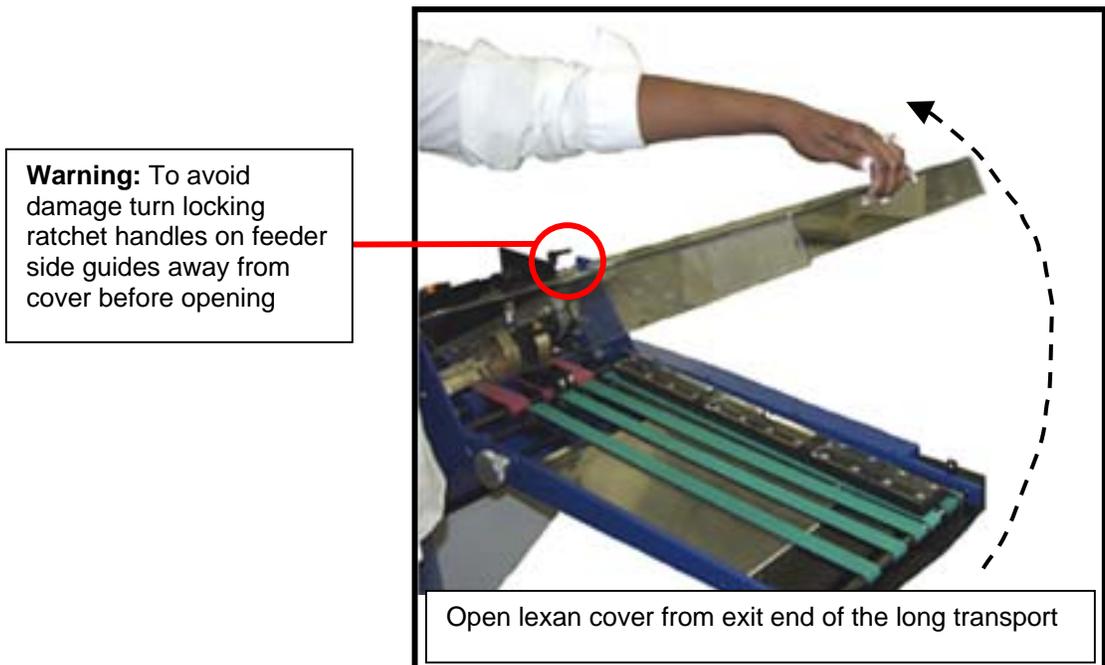
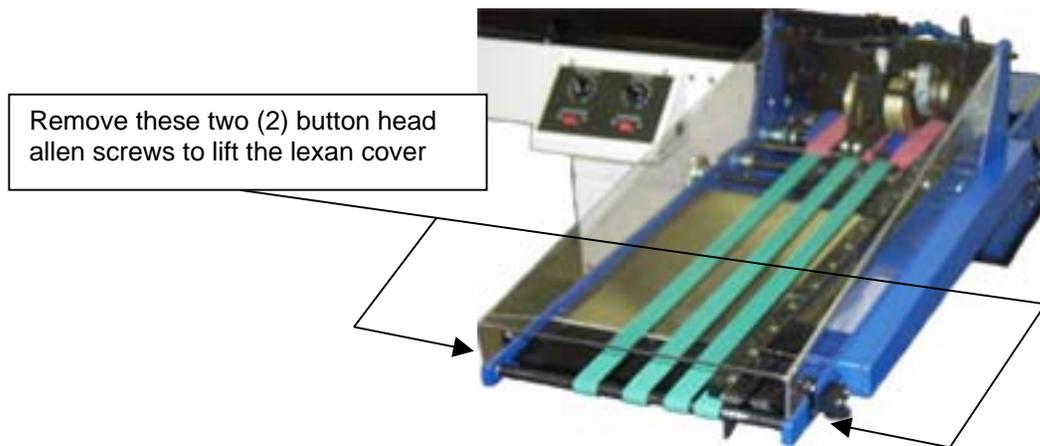
4. Set the creased sample in the feeder and align the crease with the philps head screws in the center of the stainless steel shroud of the separator wheels, see figure .



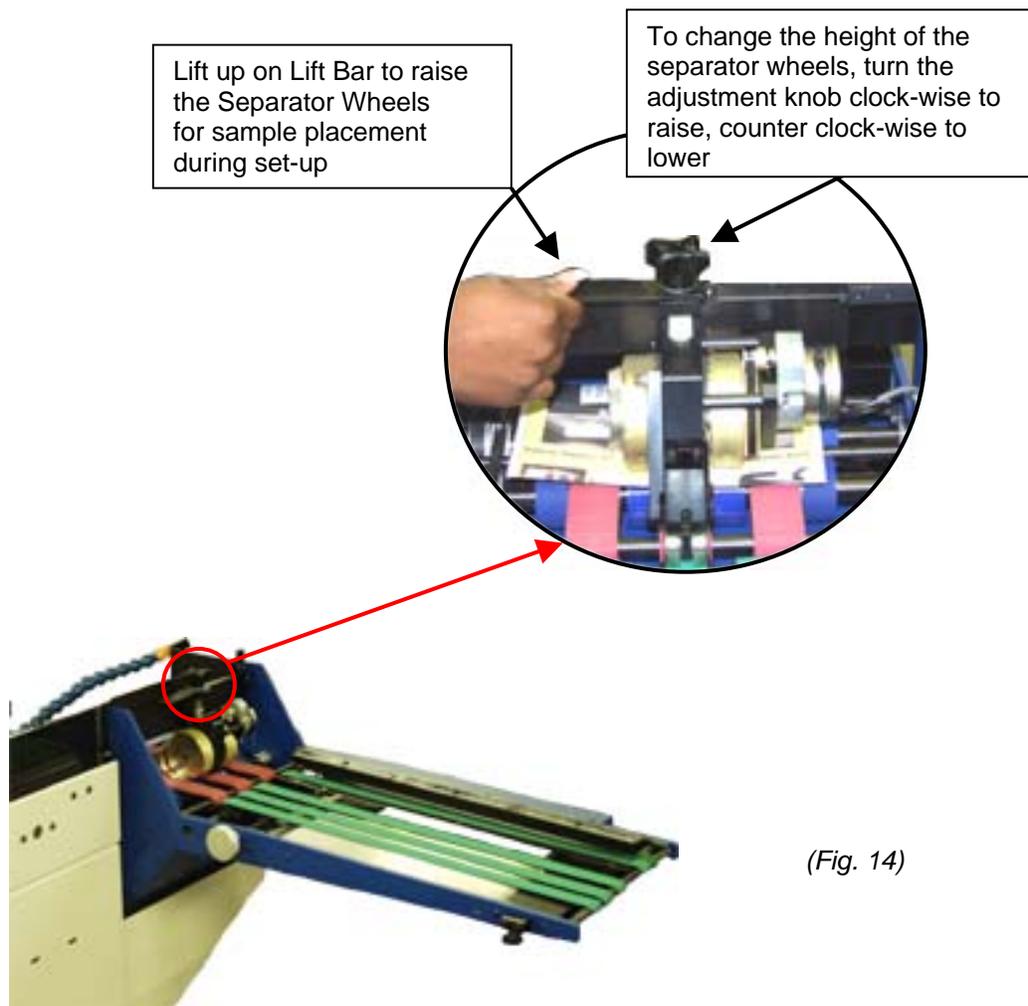
5. Loosen the front thumb lock and the adjustable ratchet handle on the side guide / guides. When running in a right angle configuration, slid the side guide over until it just touches the material, then tighten the front

thumb lock and adjustable handle using light to moderate force. In the event you are setting up the FeedMAX or FeedMAX-S for straight in line running, adjust both side guides to within a 1/8" of the material, see figure . (Note: Do not over tighten the thumb lock or the adjustable handle.)

6. Lift up on the separator wheel using the separator lift bar and slide the set up sample under the separator wheels and release the lift bar, see figure 14. (Helpful Tip: The lift bar can be utilized in two ways; First method; Push down on the lift bar, using it as a lever to lift the separator wheels. Second method; lift up on the lift bar, lifting the separator wheels at the same time.) **[Special Note for FeedMAX-S operators:** In order to use the "Second method" of lifting the lift bar, the clear lexan cover must be raised, to do this use a 5/32" allen wrench and remove the button head screw, located at the bottom of each (two) retaining brackets, found on each side, at the exit end of the long transport, see figure .]



Special Warning: After the set-up is complete, be sure to re-secure the clear lexan cover to the exit end of the long transport using the button head screws previously removed in step # 6. The manufacture and other companies connected with the promotion and sale of the FeedMAX and FeedMAX-S do not recommend running the FeedMAX or FeedMAX-S with the clear lexan cover loose or removed.

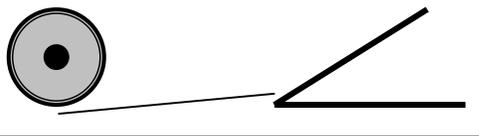
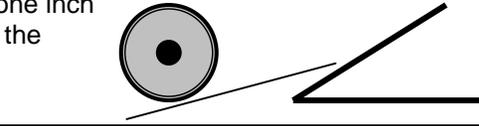
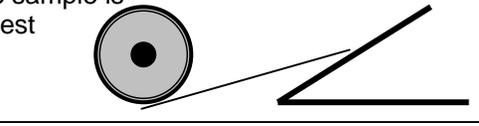


(Fig. 14)

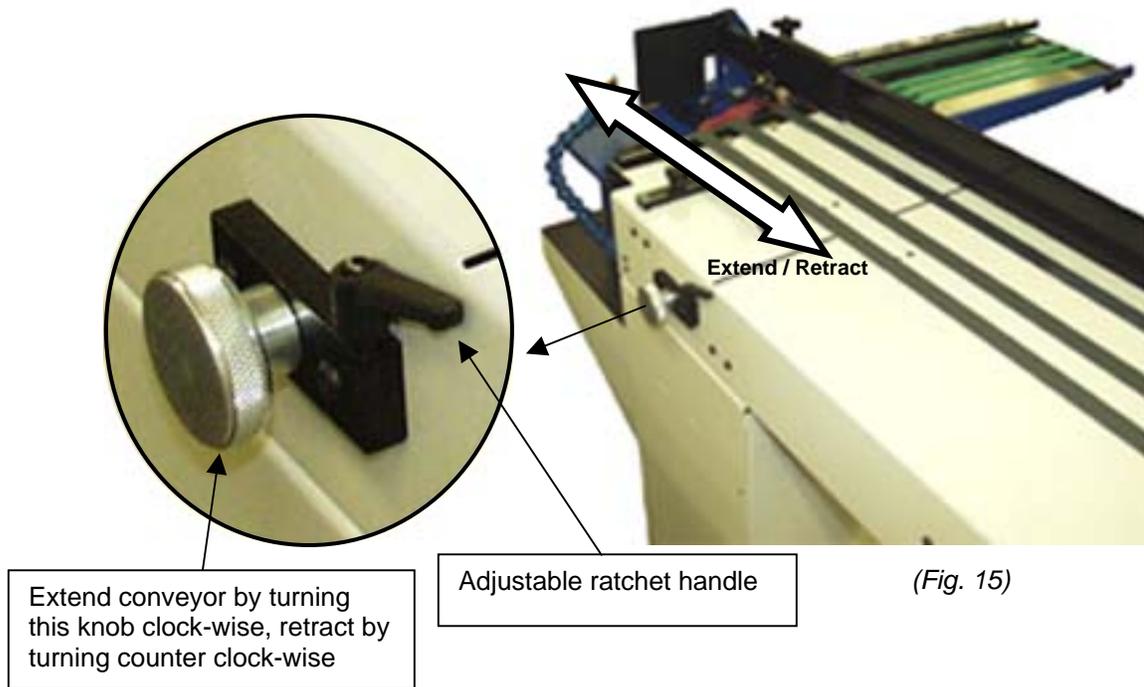
7. Adjust the height of the separator wheels by turning the adjustment knob (Clock-wise to raise, counter clock-wise to lower) until light resistance is felt when pulling on the set up sample, see figure14.

8. Adjust the back wedge to create a slight angle to the stack of material. (Note: Generally, the more back wedge is under the stack of material, the less critical the separator wheel adjustment becomes, the less back wedge is under the material, the more critical the separator wheel adjustment becomes. Exceptions to this may depend on the characteristics of the material you are running.)

Helpful Tip: All adjustments to the back wedge should be made to accommodate the characteristics of the material you wish to run. For the purpose of a basic starting point, try the following:

<p>For ridged stock, place the lead edge of a sample of the stock your setting up under the separator wheels at 6 o'clock, position the lowest point of the back wedge so that it is just touching the trailing edge of the sample piece.</p>	
<p>For flimsy stock, place the lead edge of a sample of the stock your setting up under the separator wheels approximately half an inch beyond the 6 o'clock position and set the back wedge so that the trailing edge of the sample is about a half to one inch up the incline from the lowest point of the back wedge.</p>	
<p>For stock containing static, place the lead edge of a sample of the stock your setting up under the separator wheels at 6 o'clock, position the back wedge so the trailing edge of the sample is mid-way between the lowest and highest point of the back wedge.</p>	
<p>Note: These are basic starting points for a set-up Further adjustments may be required.</p>	

9. Jog / inch the ink jet base forward to check the feeder set up. (Note: If the feeder is set up correctly, the material should feed onto the ink jet base one piece at a time. More adjustment to the separator wheels or back wedge may be required at this time.) **(Special Note for FeedMAX-S Operators:** If at this point you notice the material lagging or hesitating between the "Red Gum Friction Belts" and the "Long Green Transport Belts", then make an adjustment to the "Trailer Arm". To adjust the trailer arm, see page .)
10. Stack some material in the feeder so the height is just a little higher than the in-feed conveyor.
11. Extend the in-feed conveyor exit roller until it is almost touching the stack of material placed in the feeder in step # 9. This is done by performing the following:
 - a. Loosen the adjustable ratchet handle by turning it counter clock-wise, see figure 14.
 - b. Extend the in-feed conveyor exit roller by turning the silver knob counter clock-wise, see figure 14.
 - c. Tighten the adjustable ratchet handle by turning it clock-wise. (Caution: Do not over tighten the adjustable ratchet handle.)

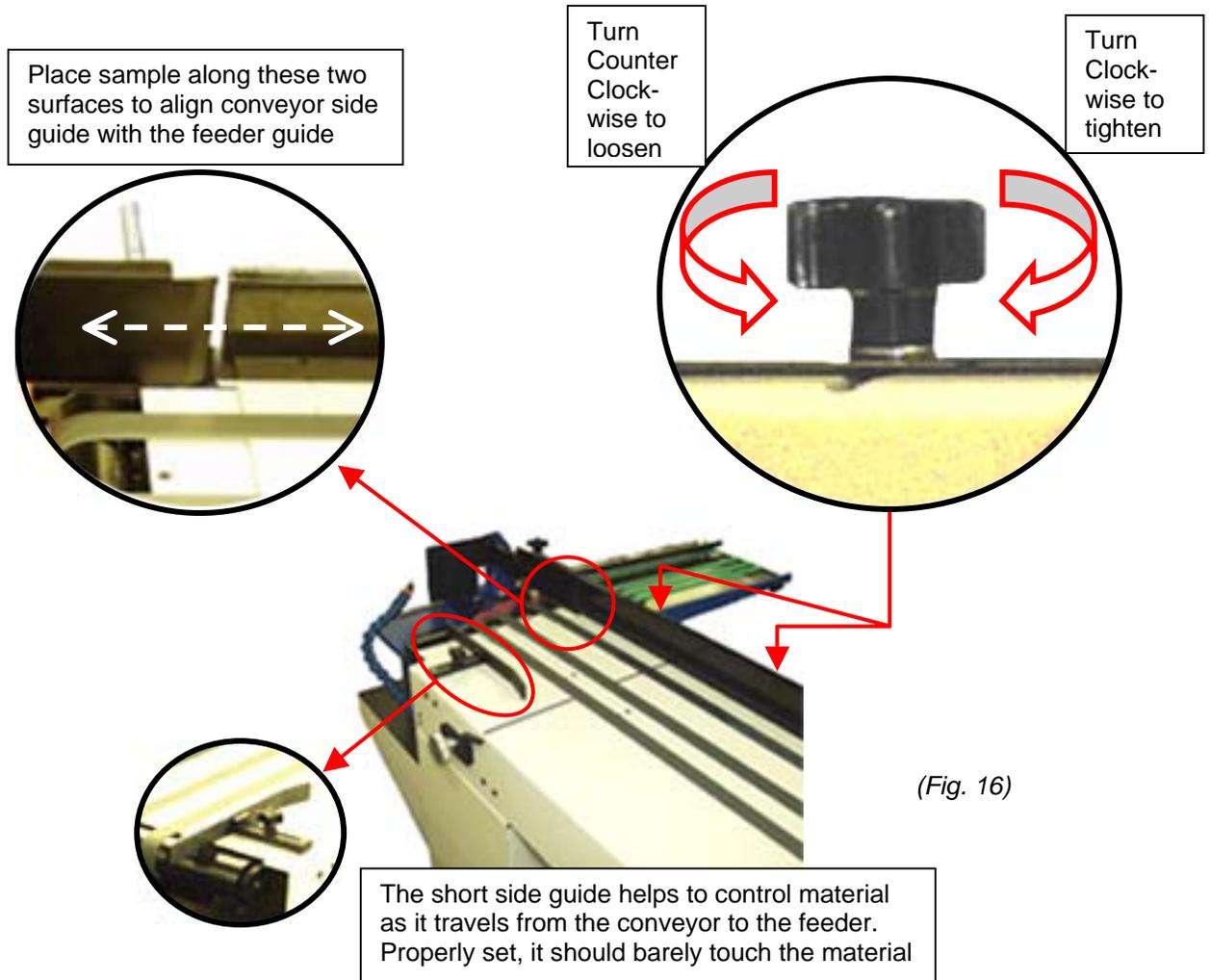


12. Set the in-feed conveyor side guide to create a free path for material to glide into the feeder. This is done by performing the following:

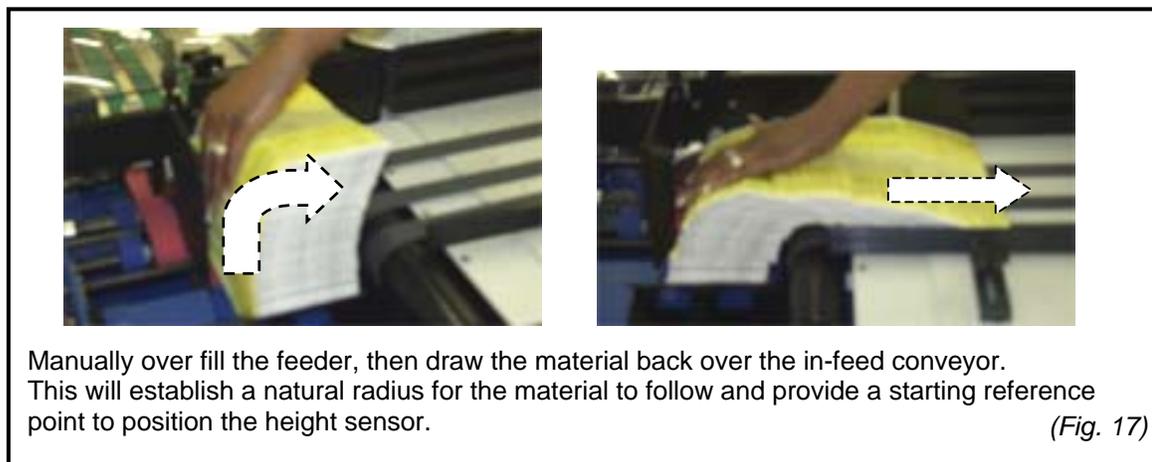
- a. Loosen both lock knobs that secure the long conveyor side guide to the conveyor bed, by turning them in a counter clock-wise direction, see figure .
- b. Adjust the conveyor side guide nearest the feeder so the inside surface is in line with the inside surface of the feeder side guide (when set up to run in a straight in-line configuration) or to the surface of the feeder center guide (when set up to run in a right angle configuration). (Helpful Tip: Use a sample of the material you are setting up, as a straight edge to assist you with this adjustment, see figure)
- c. Tighten the lock knob, nearest the feeder, by turning it in a clock-wise direction, to hold the side guide in position.

It is important that the material track straight on the conveyor belts. To ensure straight tracking, the long conveyor side guide must be parallel to the edge of the conveyor bed. To do this, perform the following:

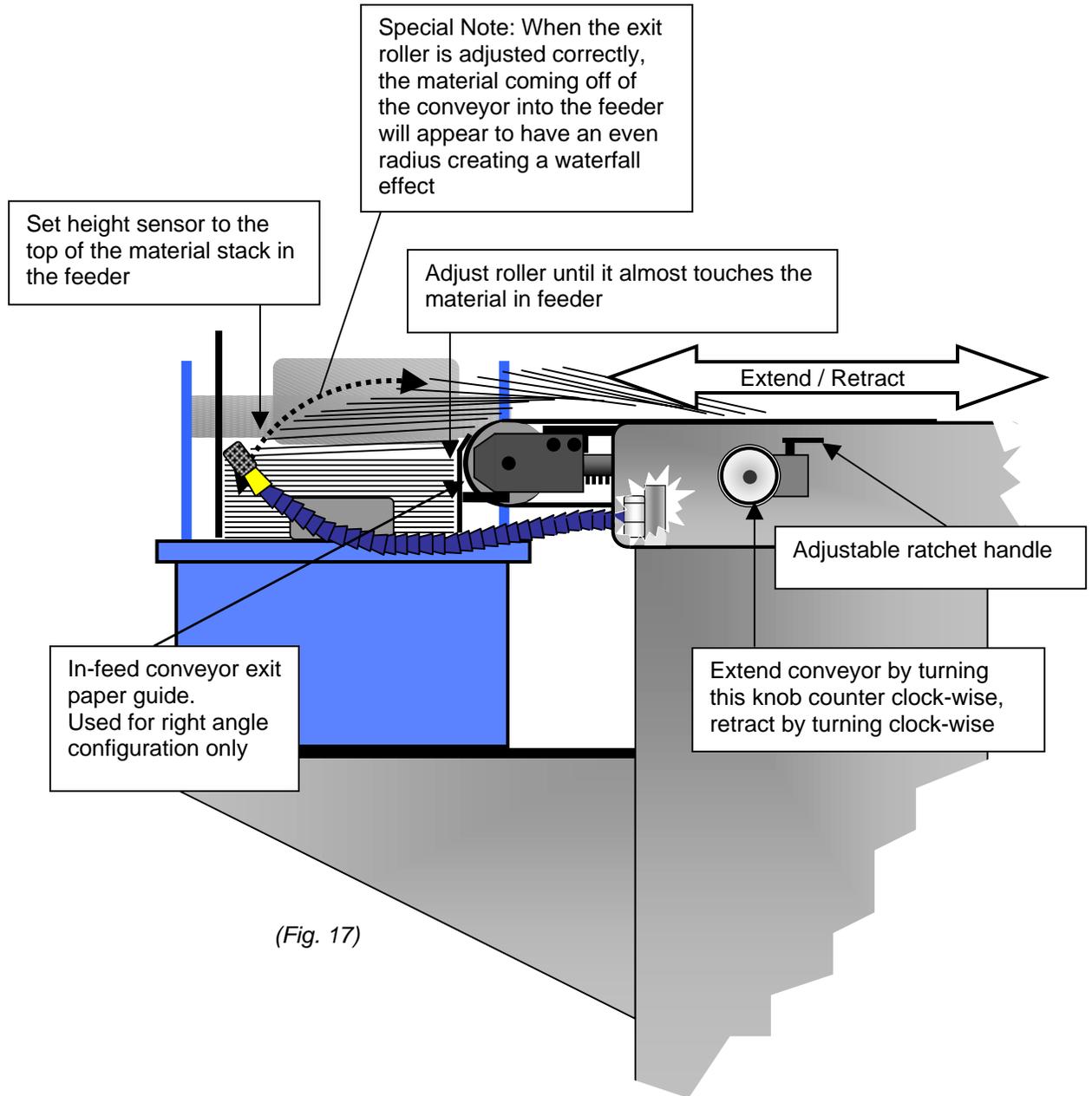
- d. Measure the distance between the back surface of the side guide and the edge of the conveyor bed nearest the feeder. (Again, this can be done using a sample of the material you are running. Simply hold one end of the material sample against the back side of the conveyor side guide near the lock knob tightened in step - c. and crease it at the point where it bends over the back edge of the conveyor bed.
- e. Set the trailing end of the side guide to match the measurement taken in step – d, us the sample previously creased as a reference, then secure the lock knob by turning it in a counter clock-wise direction. Once the rail is in position, tighten the trailing end lock knob by turning it in a clock-wise direction.



13. Once the exit roller of the in-feed conveyor has been extended and the in-feed conveyor long side guide has been set, manually draw the material from the top of the stack, placed in to the feeder in step # 10, onto the in-feed conveyor, see figure .



14. Set the short side on the conveyor by performing the following:
 - a. Loosen the lock knob by turning it in a counter clock-wise direction, see figure .
 - b. Position the short side guide so that it is just barely touching the edge of the material that was drawn onto the conveyor in step # 13. (Note: There are two [2] rows of threaded holes providing six [6] different positions for the lock knob. The short side guide has a 1.50" slot in it, these two factors allow for a wide range of positions the short side guide can be placed in.)
 - c. Once the short side guide has been properly positioned, tighten the lock knob by turning it in a clock-wise direction.

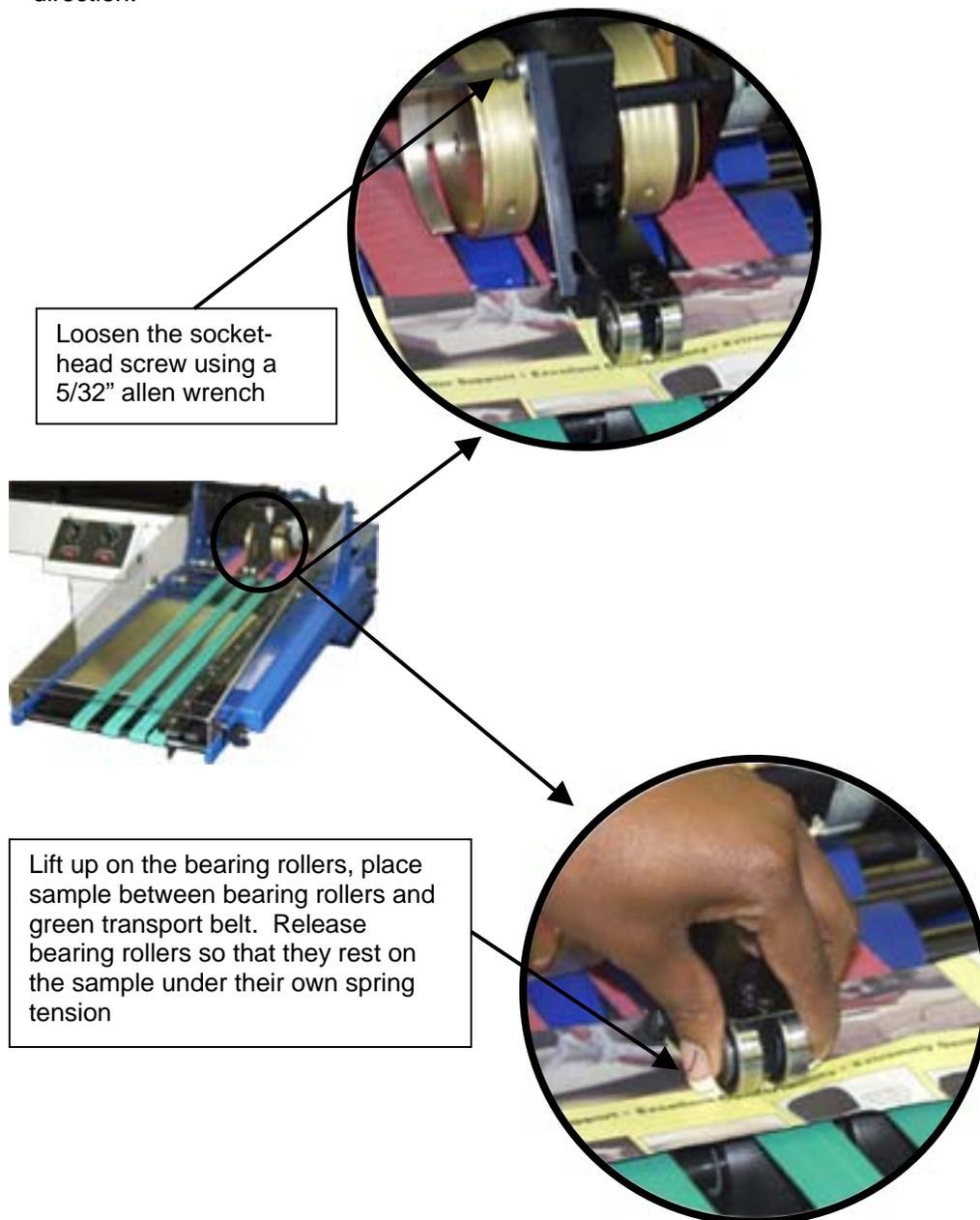


(Fig. 17)

FeedMAX-S (Only)

In the event the material you are running lags or hesitates between the red friction gum belts and the green transport belts, adjust the trailer arm by performing the following:

1. Open the clear lexan cover over the transport as shown in step # 6 on page , basic set-up.
2. Using a 5/32" allen wrench, loosen the socket head allen screw, located forward of the separator wheels in the slotted height adjustment bar, by turning it in a counter clock-wise direction, see figure .
3. Manually lift the bearing rollers locate at the end of the trailer arm and place a sample of the material you are running under the trailer arm bearing rollers, see figure .
4. Release the bearing rollers, allowing them to rest on the sample piece under their own spring tension. (Note: You should notice a moderate amount of resistance when pulling on the sample piece.)
5. Using a 5/32" allen tighten the socket head screw, (loosened in step #2), by turning it in a clock-wise direction.

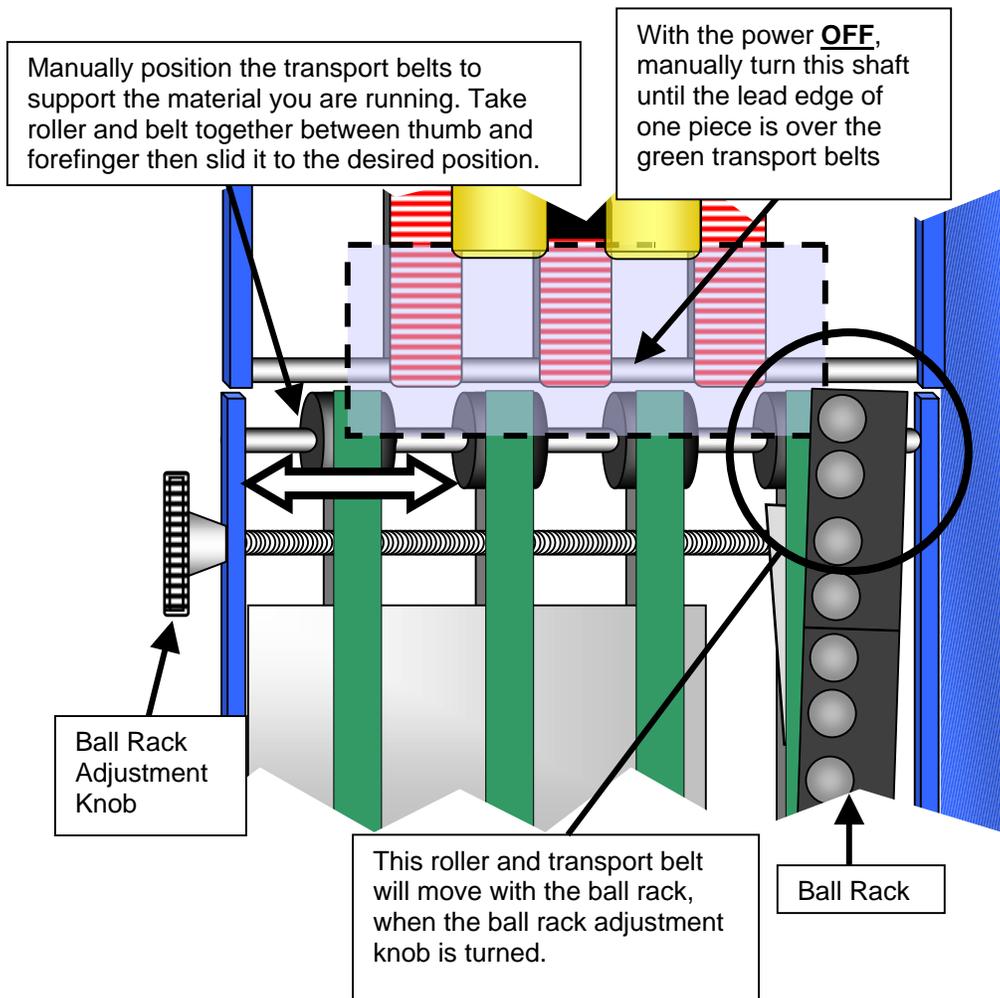


FeedMAX-S (Only)

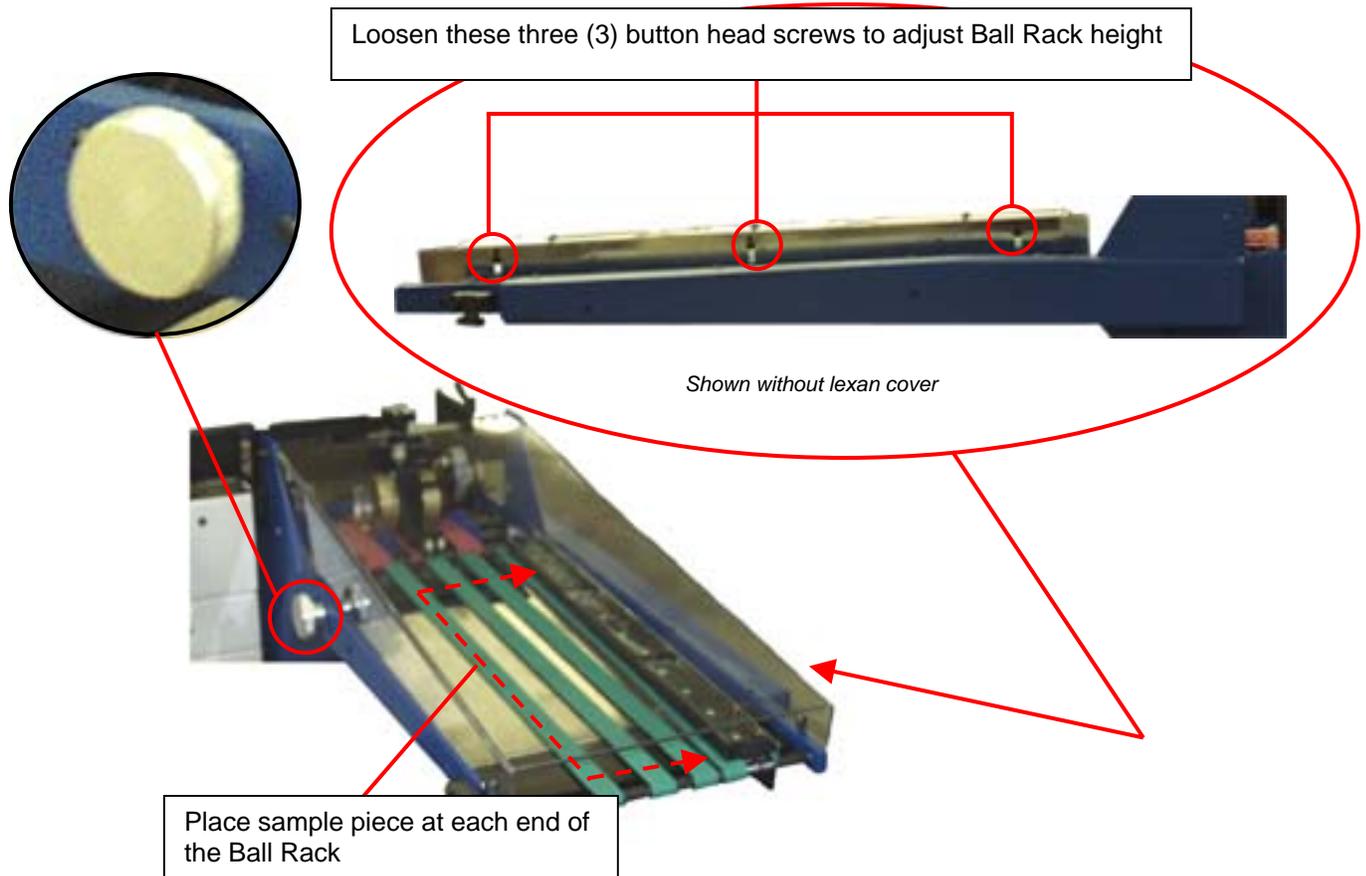
Belt Alignment and Adjusting the Transport Ball Rack

The ball rack is designed to control and maintain orientation of the material as it travels the length of the transport assembly. The transport belts and ball rack may need to be adjusted to accommodate the dimensions and thickness of the stock your running. These adjustments can be made by performing the following:

1. Turn off the power to the FeedMAX or FeedMAX-S.
2. Open the lexan cover over the transport assembly by performing the following:
 - a. Use a 5/32" allen wrench and remove the button head screw, located at the bottom of each (two) retaining brackets, found on each side, at the exit end of the long transport, see figure .
 - b. Lift the lexan cover from the exit end of the transport assembly. See figure .
3. Manually drive one piece out of the feeder by turning the shaft at the exit end of the feeder, with the red gum friction belts, in a clock-wise direction, see figure .
4. Manually position the transport belts to support the material you are running. Take the roller and transport belt together between your thumb and forefinger and slid them to the desired position, see figure . (Helpful Tip: Running common flat stock, the outer edges should be supported evenly as well as the center. Running perforated, die-cut, hammer scored or end folded stock, the outer edges should still be evenly supported, however the center belts may be off set to compensate for weight or drag created by the material.)



5. Set the height of the Ball Rack to accommodate the thickness of the material you are running by performing the following:
 - a. Set a sample piece under each end of the ball rack, see figure .
 - b. Using a 5/32 allen wrench, loosen the three (3) button head screws located on the back side of the silver ball rack guide bracket, see figure .
 - c. Let the ball rack rest on the sample pieces, under it's own weight, (**DO NOT push down on the ball rack**), tighten the button head screws loosen in step (a.).
 - d. Test this setting by sliding one sample piece, under the ball rack, from end to end. (Note: If the ball rack is properly set, there should be no variation of drag felt.)



6. Set the placement of the ball rack by performing the following:
 - a. Manually drive one piece out of the feeder, just as described in step #3 of this section, see figure .
 - b. Turn the Ball Rack Adjustment Knob, clock-wise to move the ball rack towards the center of the transport or counter clock-wise to move the ball rack towards the side of the transport, see figures and . (Note: When the ball rack is adjusted correctly, the material should not touch the inside of the ball rack side guide until it is at the exit end of the long transport, see figure)

In the event it becomes necessary to adjust the skew of the ball rack, do so by performing the following:

