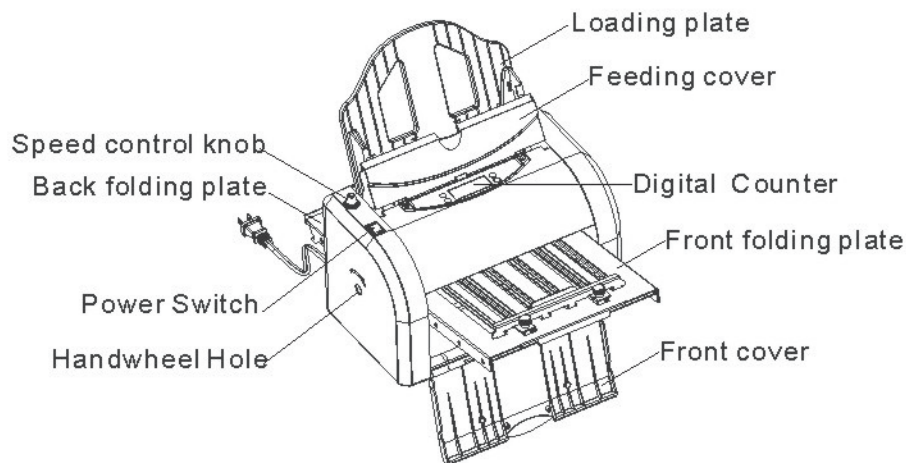


LF 4420 MANUAL

Body composition



Installation:

1. Remove the machine and other parts from packing material. Put the machine on a flat level surface.
2. A. Open the front cover, insert the front plate into the support pin in the front of the machine, and make sure the folding plate will not move and run when pressing.
B. Same way to position the back folding plate at the back of machine.
Caution : Make sure that both folding plates are firmly seated in position ,if inadequately installation , the machine will not work rightly .
3. Open the feeding cover , put the paper at the loading plate , and make sure they are at right position .

Operation:

1. Connect the plug with power resource in accordance with power specifications indicated on the rating label on the side of the machine
2. Turn on the power switch .
3. Press the start button to run the machine ,and press start/reset button to stop folding.
4. Folding will stop automatically when paper runs out.

Adjust the folding type :

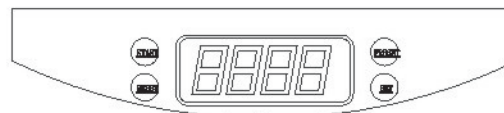
Position the folding stopper according to the desired folding type .

1. Loose the Dia on the folding stopper .
2. Move the folding stopper on the back and front plate to the specified position referring to the folding instruction as bellows .
3. Lock the Dia tightly .

Folding instruction :

| | A4(297X210mm) | | Letter(279X216mm) | |
|---|---------------|---------|-------------------|---------|
| | LONG | SHORT | LONG | SHORT |
| ↙ | TOP | ↘ | ↙ | ↘ |
| ↘ | ↘ | ↘ | ↘ | ↘ |
| ↗ | ↙ | ↗ | ↙ | ↗ |
| ↖ | ↖ | REVERSE | ↖ | REVERSE |

Set the Digital Counter :



1. This machine have a digital counter can keeps count of every sheet .
2. Can pre-set the sheets for you desired , the machine will stop automatically according to pre-setted sheets . (Max.9999 sheets) .
For example :
Pre-set 100sheets , press "reset " button , the thousands digital will flash ,press "set" button to "0" , continue to press "reset "button , the hundreds digital will flash , press the "set" button to "1" , the same way to set balance digital .

⊗Clearing paper jams :

Cut the power off and unplug from the power resource . Try to take the jammed paper by hand , if not , insert the handwheel (position at the bottom of the machine) into the hold at the side of the machine , run the wheel according to the remarks on the machine to release the jammed paper .