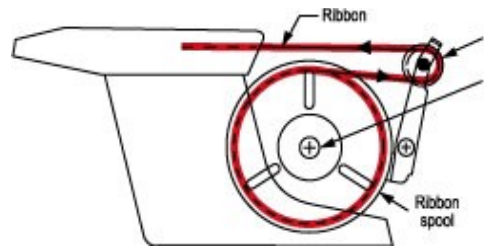# SECTION III: Operation

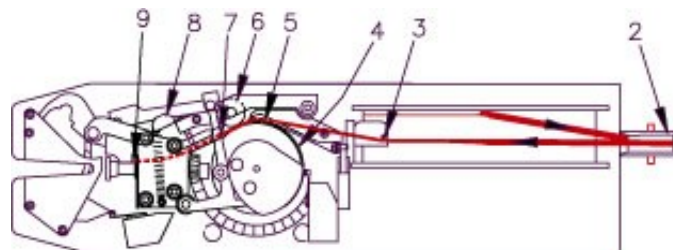### LOADING MATERIAL
(HD38/HD58/HD78)

1. Turn OFF machine before loading material.   Place spool with label facing out onto Spindle (1). Then tighten Knurled Nut snugly onto the spindle to secure spool.

2. Feed tie material under, then over small roller (2) on Brake Arm and pull toward machine. **(Make sure the ribbon is not twisted)**

> **VERY IMPORTANT** (see image➔)
> **Check tie material and look for the flat side and the wire side**
> **MAKE SURE THE FLAT SIDE OF THE MATERIAL IS POSI-**
> **TIONED TOWARD THE INSIDE OF THE MACHINE THROUGH-**
> **OUT THE LOADING PROCESS**.

3. Feed material through the Pin on Brake Arm (3), and pull approx 4 inches. Then pull the Idler Wheel (6) out, using lever (8) and guide material into the Pinion Support Channel (7). (The entry is marked in bright orange with a black stripe over the opening.) Continue slowly inserting the ribbon into Pinion Support Channel (7) (for approx 2 inches) until the ribbon appears just beyond the cutter (9). **Make sure that the ribbon is under the lip of the white plastic ribbon guide at (5)**. Close cover and machine is now set and ready to operate.
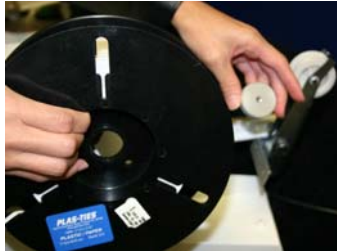

Note: Make sure material is straight or curved slightly towards machine (11) when inserted into Pinion Support Channel (7), not kinked or curved as per (10).

SECTION III: Operation

LOADING MATERIAL (MODELS HD38/HD58/HD78)

1) Unscrew Knurled Nut, then place spool of tie material in right hand with label facing palm.

2) Place spool on spindle and tighten Knurled Nut snugly onto the spindle to secure spool.
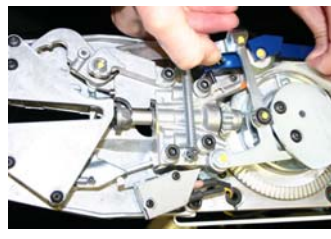

3) Feed tie material under small roller on brake arm, then over top of roller and pull towards machine.

4) Feed material through the Pin on Brake Arm and pull approx 4 inches.

5) Pull the Idler Wheel out' using lever and guide material into the Pinion Support Channel.

6) Continue slowly inserting the ribbon into Pinion Support Channel until the ribbon appears just beyond the cutter. Make sure that the ribbon is under the lip of the white plastic ribbon guide.