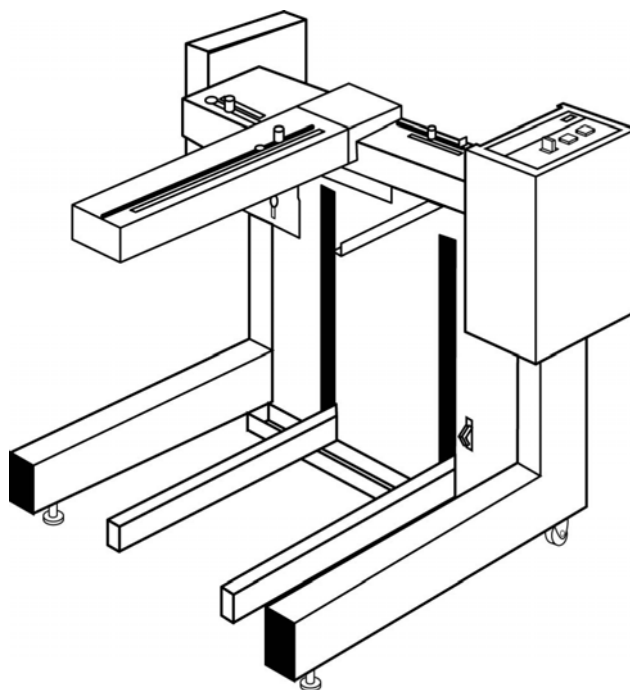


Operation Manual

Large-Capacity Stacker ST-31



Read this “Operation Manual” carefully before use.
Keep it at a specific place for handy reference.

UCHIDA YOKO CO., LTD.

Safety Instructions

Definition of Symbols and Notes

In this manual following names and signs stand for possible dangers.



Danger

This Symbol stands for immediate danger threatening the life and health of persons. Disregarding these instructions may cause severe damage to health and even serious injuries.



Caution

This symbol stands for an endangering situation that may occur. Disregarding these instructions may lead to slight injuries or damage to property.



Note

This symbol stands for notes, operational hints and other useful information. They are convenient for exploiting the machine's functional abilities.

Danger	
	Do not damage, destroy or process the power plug and cord. Placing heavy things on the cord, pulling it, or bending it forcibly may damage the plug and cord and cause fire or an electrical shock.
	Do not plug or unplug the power cord from an outlet with a wet hand; it can result in an electrical shock.
	Operate the collator with the indicated current and voltage only. Use an exclusive outlet, as overloading may cause fire.
	Do not repair, dismantle, or remodel the machine by yourself. It may cause fire or an electrical shock.
	Do not put your hand inside the machine. It may make your hand caught in it and cause an injury.

Caution	
	Never unplug the power cord from the outlet by gripping the cord itself. Doing so may damage the cord, causing fire or injury.
	Do not put your fingers or articles in any revolving part of the machine during operation. It may cause an injury.
	Do not install the machine in a humid or dusty place; excessive humidity and dust can cause fire.
	Do not use the outlet if the plug is not fixed but loose. It may cause fire or an electrical shock.
	Do not use inflammable liquid such as gasoline, benzine, thinner, etc. It may cause an explosion or fire.
	Do not place the machine near flammable materials. It may cause fire.
	When inserting the power plug in the outlet, insert it fully into the outlet. Otherwise, it may cause fire.
	When the machine body becomes hot after being used for a long time, turn off the switch and restart it after temporary pause. Otherwise it may cause fire.
	In case of irregularities, such as overheating, smoking and unusual odor, turn off the power switch and remove the plug from the outlet. It may cause fire or an electrical shock.
	When the machine will not be used for a long time, or in case of power failure, be sure to turn off the power switch and remove the plug from the outlet. Otherwise, it may cause fire.

INTRODUCTION

Read this “Operation Manual” carefully before use.
Keep it at a specific place for handy reference.

Since the specifications of this machine are subject to change, be sure not to mistake this manual for one of a different mode, descriptions of may differ.

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1. Precautions before installation and use


1.1 Place for installation

Avoid installing the machine in the following places for the sake of safety and to prevent mechanical problems.

[Precautions for installation]

- Locations with extremely high or low temperatures. Room temperature should be between 5 and 35 degrees centigrade.
- Locations with the potential for producing electrical leaks, for example, owing to splashing water.
- Near heat sources
- Places exposed to wind
- Narrow spots with poor ventilation, or dark places

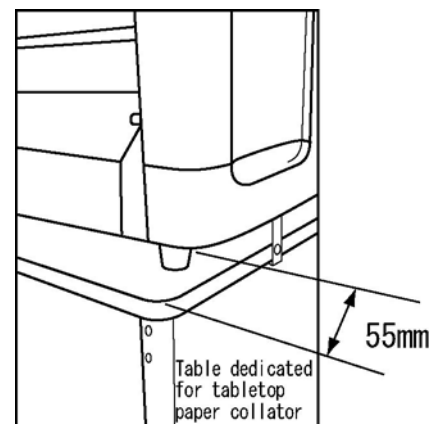
1.2 Installation

 Caution
Install the machine on a stable and level place. Otherwise, it may cause mechanical troubles.
Avoid installing the machine in humid and/or dusty places. It may cause fire or an electrical shock.

Set the collator on the collator table at a position about 55 mm from its left edge (as viewed from the operator's side).

Caution!

- **The position of the collator's rubber legs will be deviated from the round slot for setting the rubber legs on the machine table.**
- **In case two connected collators are used, place UC-1100L (Left tower) in the position shown on the drawing on the right and place UC-1100 (Right tower) in the normal position (round dent on the cover panel of the collator table).**



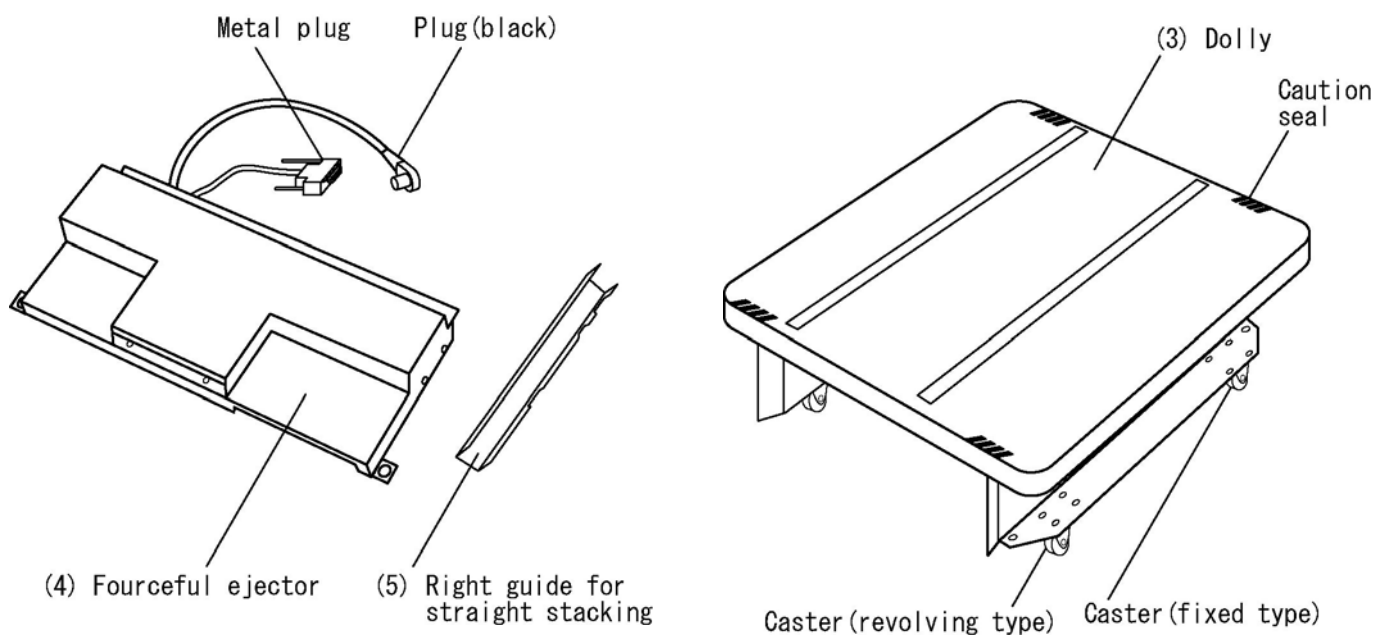
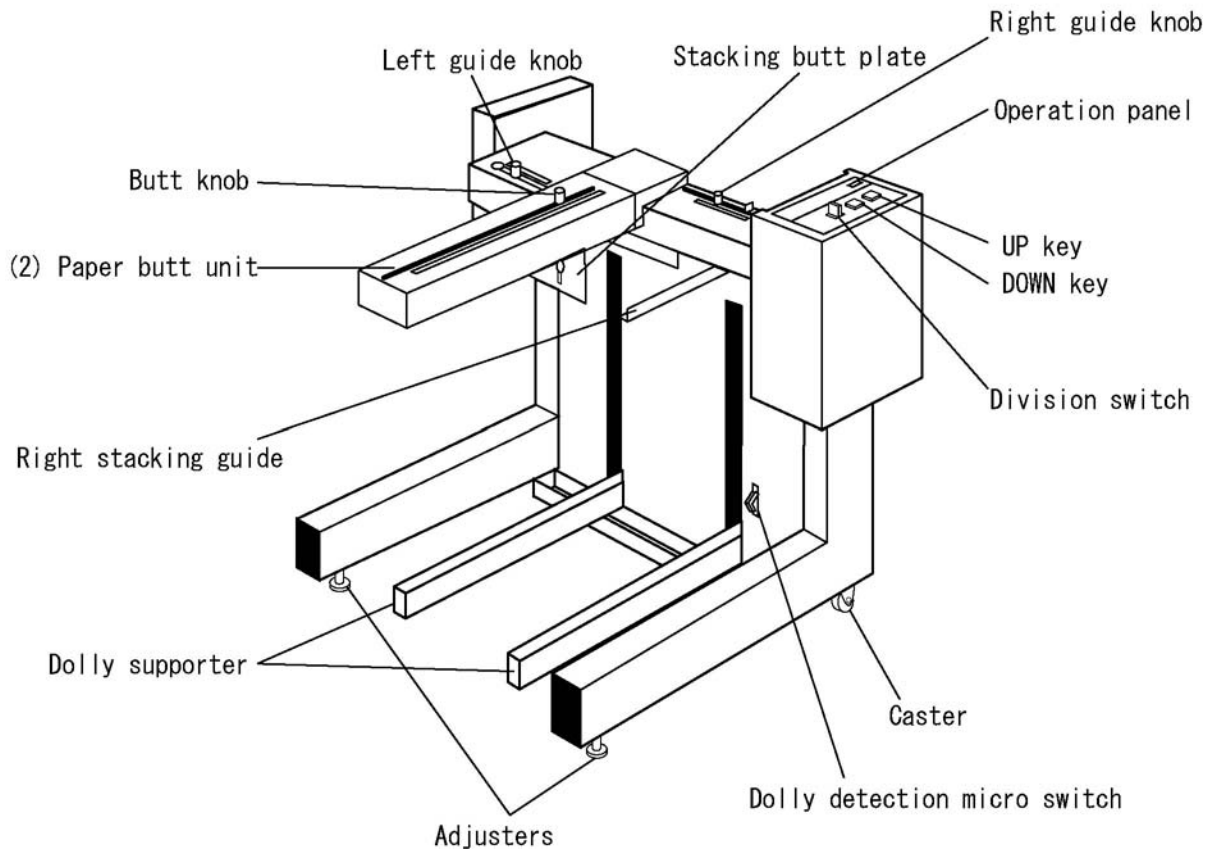
1.3 Confirmation of contents and attachments

After unpacking the collator, check the attachments. Should any part be missing, contact your dealer immediately.

(1) Machine body (2) Paper butt unit (3) Dolly (4) Forceful ejector (5) Right guide for straight stacking

2. Component Name

2.1 Overview



3. Matters for special note

3.1 When not in use

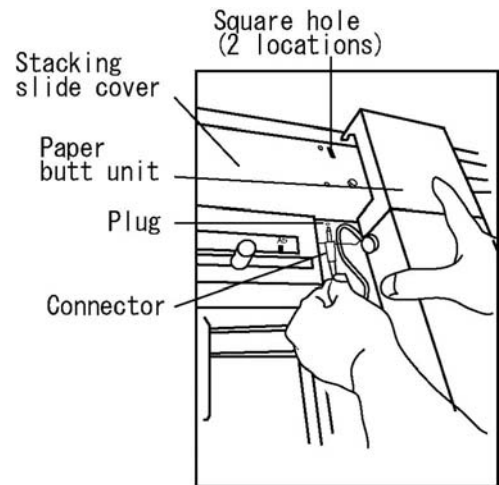
- Be sure to remove the power plug from the outlet.

4. Preparations before use

4.1 Assembly and installation of stacker

(1) Assembly

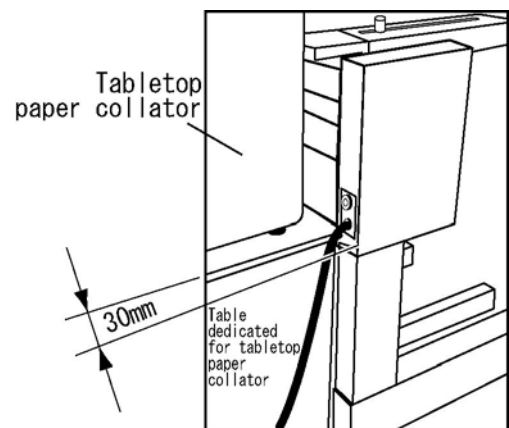
Insert the paper butt unit in the square hole on the stacking slide cover, and insert the gray connector into the plug of the stacking slide cover.



(2) Installation

Set the stacker on the collator table at a position about 55 mm from its left edge.

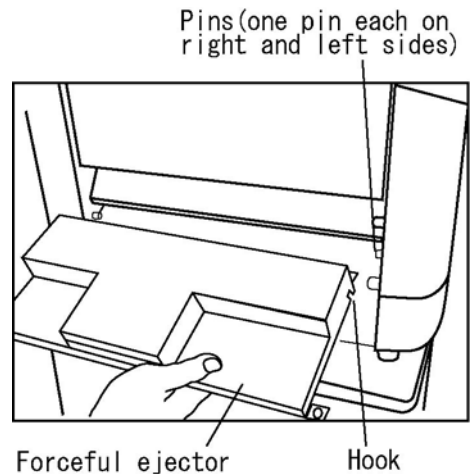
(As for the exact position, fine adjustment should be made when the forceful ejector is installed.)



4.2 Installation and dismantling of forceful ejector

(1) Switch the stacking switch lever to the connection side.

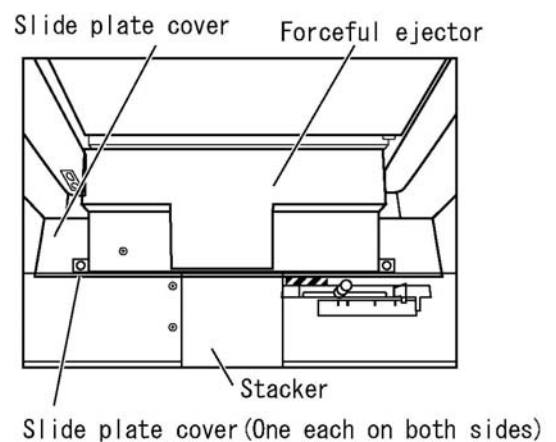
(2) Firmly hook the pins (one black pin each on right and left sides) set at the lower part of the collator on the hook on the forceful ejector (on the stacker side).



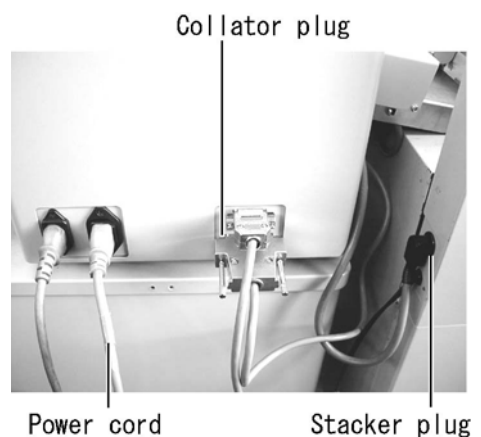
(3) Put the round holes (12mm in diameter on both sides) of the forceful ejector over the pins (two plated) on the slide plate cover.

Caution!

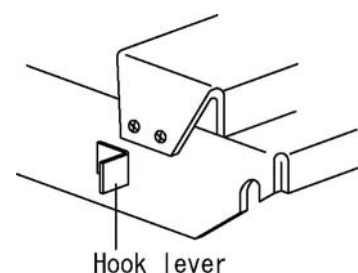
Fit the holes into the pins while moving the stacker from side to side.



(4) Of two connectors of the forceful ejector, insert the black one in the black plug on the stacker, and the other metal one in the metal plug on the collator (on its back side), and insert the power cord into the plug of collator.



(5) In case it is removed, raise the forceful ejector while pulling the hook levers on both sides toward you.



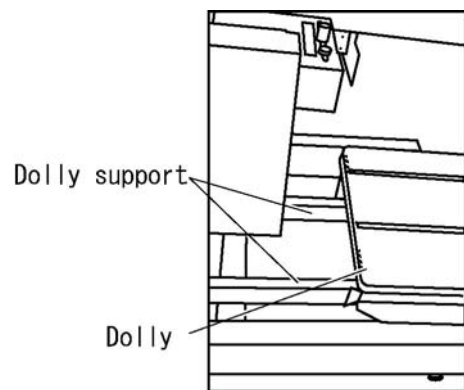
5. Operation

5.1 When the division option is set to ON

- (1) Set the dolly on the dolly support.
The "UP" lamp lights.

Caution!

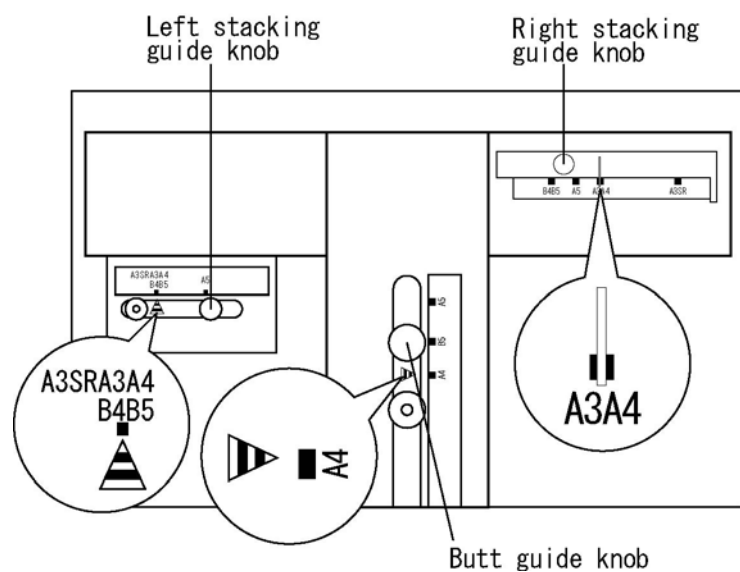
Push the dolly deep into the end and set it in the correct position. The lamp will not light unless it is properly set.



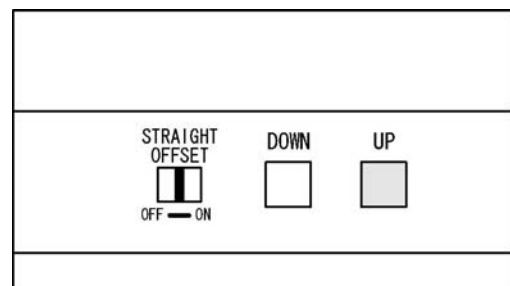
Danger

Do not put your hand in the long hole of the slide plate and the machine while the dolly is moving up or down. There is a danger that your hand may be caught in it.

- (2) Loosen the adjusting knobs on the right and left guides, and the butt guide, and set them at appropriate positions.
The drawing on the right shows the case in which A4 size paper is used.



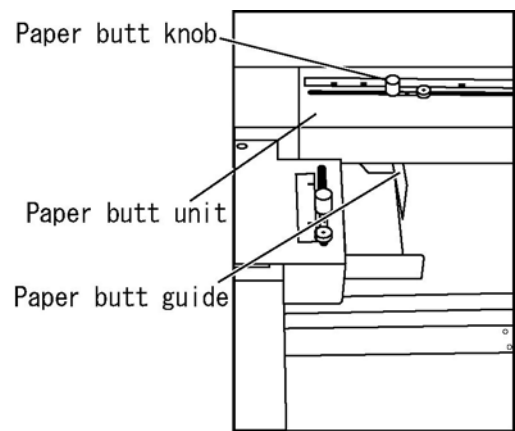
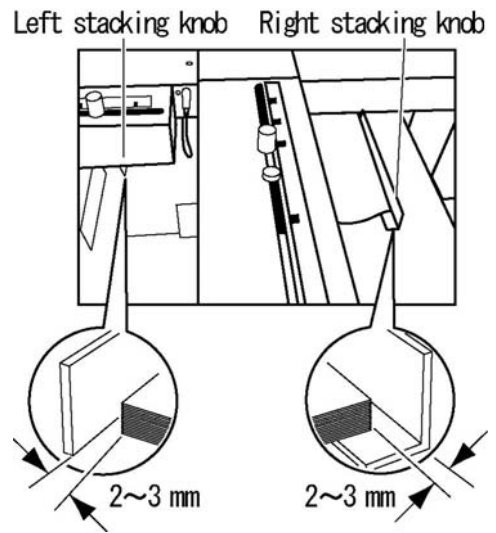
- (3) Press the key and the dolly will automatically move up to the prescribed position.



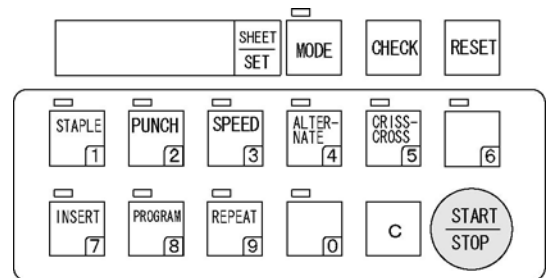
- (4) Press the **CHECK** key on the collator's operation panel to collate a set of paper and check the position of each guide.

Caution!

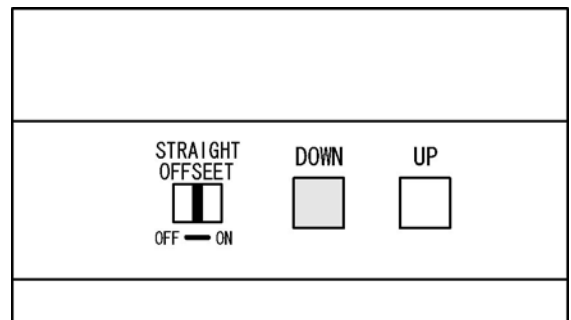
- Set the guides in the position where an opening 2 to 3 mm wide will be left between the paper and each of the right and left guides, as well as an opening 5 to 20mm wide between the paper and the butt guide. When the stacker is connected with a single collator, leave an opening about 5 to 20mm and set the position where the paper is neatly collated.
- In case the right and left edges of collated sheets are not aligned sheet by sheet, set the paper guides to closely fit the paper.



- (5) Press the **START/STOP** key on the collator to start collation.



- (6) When collation is finished, press the **DOWN** key to lower the dolly.





Danger

Do not operate the left stacking guide adjusting knob while the machine is in operation. Operating the adjusting knob while the machine is collating may cause an injury by making your fingers caught in the machine.

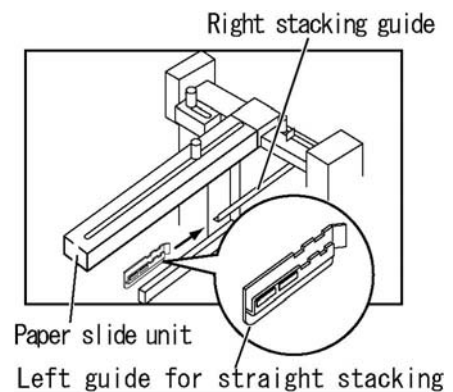
Do not put your hand on the paper butt unit. As the unit is detachable, it may be removed, causing an injury.

5.2 When the division option is set to OFF

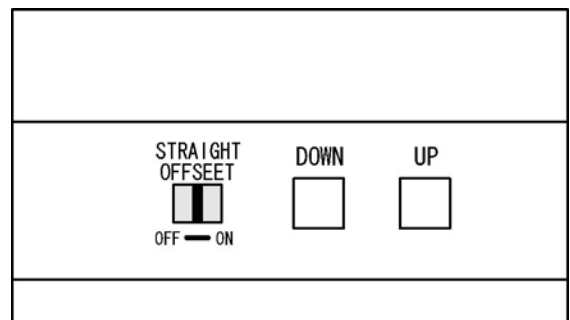
(1) Set the left guide for straight stacking at the left stacking guide of the stacker.

Caution!

Take care that the point of the left guide for straight stacking will not touch the paper holding lever.



(2) Turn the division switch off.

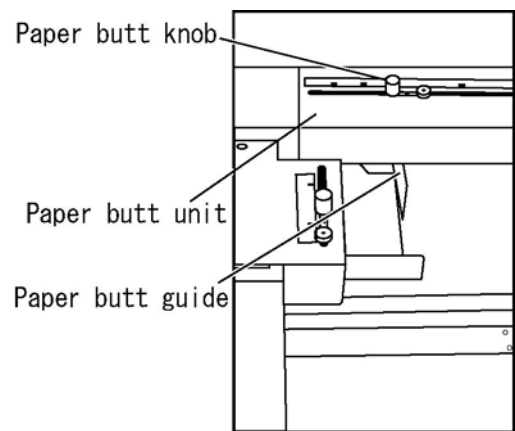
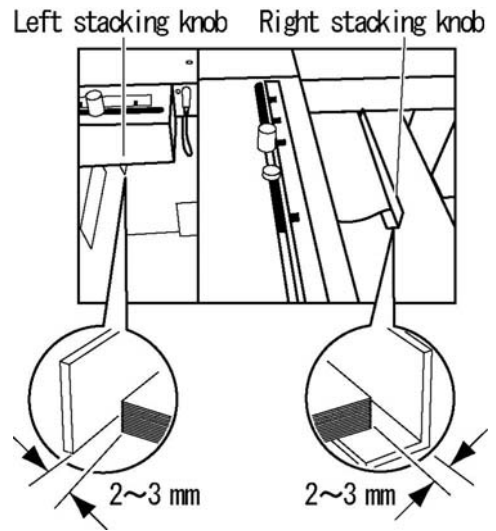


(3) Set both right and left stacking guides and the butt at appropriate positions.

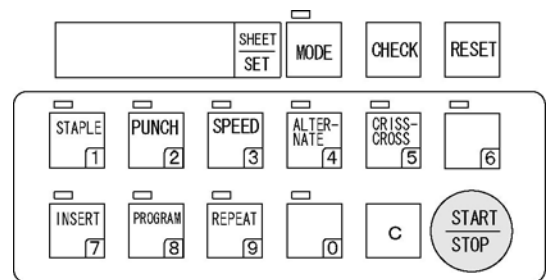
Press the **CHECK** key of the collator to collate one set of paper and check if the paper is neatly collated.

Caution!

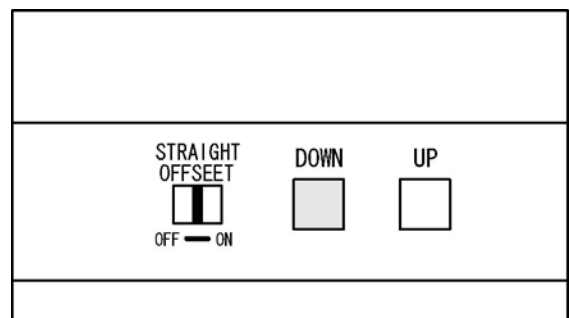
Set the guides in the position where an opening 2 to 3 mm wide will be left between the paper and each guide, as well as an opening 5 to 20 mm wide between the paper and the stacking butt.



(4) Press the **START/STOP** key of the collator to start collation



- In case paper is taken out while suspending the collation Press the **START/STOP** key of the collator to stop the collation, and press the **DOWN** key to lower the dolly. Stop lowering the dolly at the prescribed position and press the **DOWN** key again to stop the dolly. Then take out the paper.



- When starting to collate again
 - (1) After removing the paper stacked on the dolly, raise the dolly again.
If the dolly is raised with the paper left on it, detection of rising dolly edge cannot be correctly performed and it may cause the machine out of order.
 - (2) Start collation after setting the paper neatly on the paper feed table of the collator. If the paper is not neatly set, the edges of the back end of the paper will not be aligned and paper jam at the stacker will be liable to occur.

- Raising and lowering of the dolly
 - (1) When raising it
When it is at the bottom: Press the **UP** key and the dolly will move up to the prescribed position.
When raising it from halfway: It will keep moving up while the **UP** key is pressed.
 - (2) When lowering it
Press the **DOWN** key and the dolly will move down. When the **DOWN** key is pressed again, the dolly will stop on the spot.

- How to load the paper when the stacker is used while connected with a single collator. Load the paper on the paper feed table from the uppermost station.

Should the machine need repair, contact your dealer.

6. Maintenance, inspection, expendables

6.1 Important for maintenance and inspection



Danger

When conducting inspections and maintenance, be sure to remove the power plug from the outlet. If not, it may cause injury or electric shock.

6.2 Daily maintenance

- **Cleaning the exterior**

Wipe off any stains using a cloth dampened with diluted neutral detergent and wrung tightly.

Caution!

Do not use solvent cleaning liquids as they may cause discoloring.

7. Relocation or Disposal

7.1 Relocation

7.1.1 Removal of the machine from its present location

Be sure to pull out the power plug from the collator.

Remove the stapler-puncher from the collator.

7.1.2 Transport

- Transport the removed parts, attachments and Operation Manual together with the machine.
- Take care not to expose the collator to strong vibration or shock.

7.1.3 Installation

When installing the collator at its new location, observe the same procedure as when first installing it.

7.2 Disposal

When disposing of the collator, ask a contractor specialized in industrial waste disposal to handle it in accordance to the ordinance of each municipality.

8. Product Specifications

8.1 Specifications

Paper stacking method	Crisscross and straight stacking (to be switched)
Stacking capacity	320 mm (about 3,200 sheets of woodfree 55kg paper)
Paper size	A5 to A3SR 148 × 210 mm to 320 × 450 mm
Paper quality	Woodfree paper, medium-quality paper, woodfree perforated paper (788 × 1,091, 45 –110 kg)
Crisscross method	25 mm transverse slide crisscross
Processing capacity	In case A4 paper is used (with the shorter side at the top) When connected with a single collator: High-speed = 42 sets /low-speed = 32 sets per minute When connected with connected collators: High-speed = 27 sets /low-speed = 20 sets per minute
Power consumption	0.6A 50W
Dimensions	698(W) × 615(D) × 805(H) mm
Weight	Machine body: 51 kg Forceful ejector: 2.7 kg
Additional functions	Detection of stacking paper jam Stacking full detection Enable to position the table at any height Detection of dolly Instant stop in case of irregularity in the collator

NOTE: Specifications and appearance are subject to change without notice for improvement

