



Shipping & Mailing
Printing

W985, W986 Stacker with W863, W864 or W85F, W86F Dryer

for use with AddressRight™ Printers and W360
Tabber

User Guide

US English Edition
SV62019 Rev. D
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1 - Safety

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Safety Information

This document contains safety information related to the W985/W986 Stacker with W863/W864 Dryer printers and W985/W986 Stacker with W863/W864 Dryer.

To avoid personal injury or damage to the equipment, familiarize yourself with proper procedures and methods before you install, operate or repair the system.

Follow these safety precautions whenever you use your address printer:

- Use this equipment for its intended purpose.
- Place the system close to an easily accessible wall outlet.
- Be certain the area in front of the wall receptacle into which the machine is plugged is free from obstruction.
- Place the system in an accessible location to allow for proper venting of the equipment and to facilitate servicing.
- Use AC power cord included with device.
- Plug the AC power cord directly into a properly grounded wall outlet located near the equipment and easily accessible. Failure to properly ground the machine can result in severe personal injury and/or fire.
- The AC power cord is the primary means to disconnect this device from the AC power supply.
- DO NOT use an adapter plug on the line cord or wall outlet.
- DO NOT use a wall outlet controlled by a wall switch or one that is shared with other equipment.
- DO NOT remove the ground pin from the line cord.
- Always unplug the printer and discharge static electricity before using aerosol dusters.
- Improper storage and use of aerosol dusters or flammable aerosol dusters can cause an explosive-like condition that could result in personal injury and/or property damage.
- Never use aerosol dusters labeled flammable and always read instructions and safety precautions on the duster container label.
- DO NOT route the power cord over sharp edges or trap it between pieces of furniture. Make sure there is no strain on the cord.
- Use only approved supplies.
- Operation of this equipment without periodic maintenance will inhibit optimum operating performance and could cause the equipment to malfunction.
- If the unit becomes damaged, unplug it from the wall.
- Keep fingers, long hair, jewelry and loose clothing away from moving parts at all times.
- Always follow specific occupational safety and health standards for your workplace.
- Remove jammed material gently and carefully.

- To reduce the risk of fire or electrical shock, DO NOT attempt to remove covers or disassemble the control panel or its base. The cabinet encloses hazardous parts.
- Avoid touching moving parts or materials while the machine is in use. Before clearing a jam, be sure machine mechanisms come to a complete stop.
- Before operating the AddressRight™ Printer/Feeder, make sure that it has been properly prepared and that any other personnel in the area are standing clear of the machine.
- Immediately report to service any damaged or non-functioning components that renders the unit unsafe.
- DO NOT remove covers. Covers enclose hazardous parts that should only be accessed by properly trained service personnel.
- DO NOT run printer with top cover open.
- Running the printer with top cover open increases the risk of entanglement with moving parts.
- To prevent overheating, do not cover vent openings.
- DO NOT place lighted candles, cigarettes, cigars, etc., on the system.
- Contact Your System Supplier for:
 - Supplies
 - Material Safety Data Sheets
 - If you should damage the unit
 - Required maintenance service schedule

Servicing

This product is serviceable. For service inquiries in the USA, please visit pitneybowes.com/support.

This Equipment contains a Radio Frequency Transmitter operating in the 2.4 or 5 GHZ ISM band.



Caution: In case of ink spill, leaking ink or excessive ink accumulation, immediately disconnect the power cord from the wall plug and contact Pitney Bowes. In the USA, please visit pitneybowes.com/support.

Other Informational Cautions

NOTES:

- Always follow the specific occupational safety and health standards for your workplace.
- Avoid using wall outlets that are controlled by wall switches, or shared with other equipment. If a wall outlet controlled by a wall switch is used, mail could be interrupted if the printer is plugged in when the wall switch is used to turn power off.



Warning! THIS EQUIPMENT MUST BE EARTHED. The socket outlet should be near to the equipment and should be easily accessible.

2 - Stacker Controls and Indicators

In this section

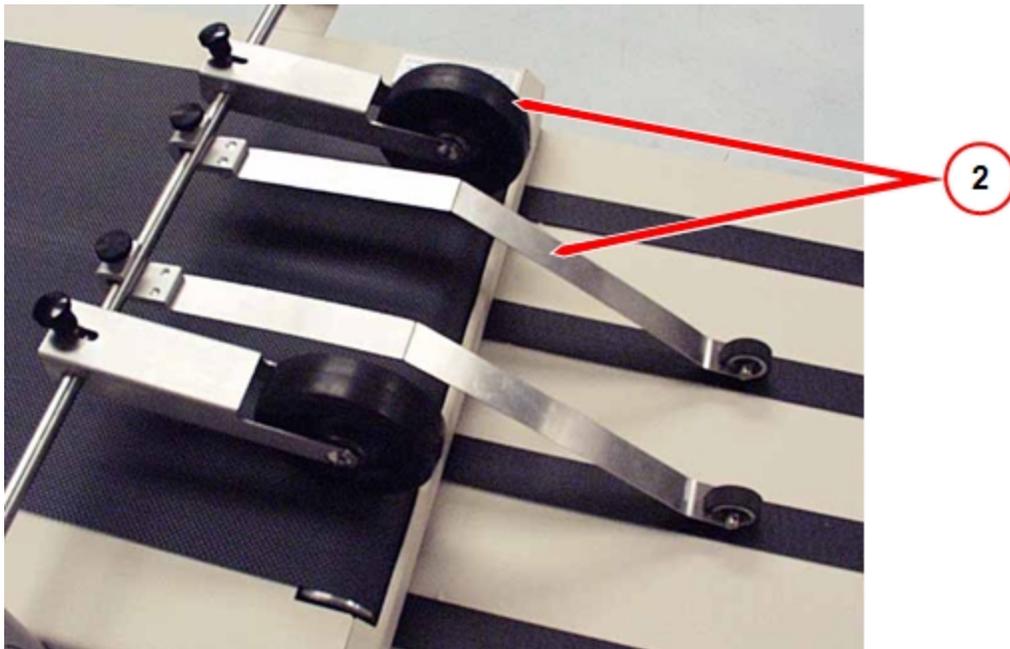
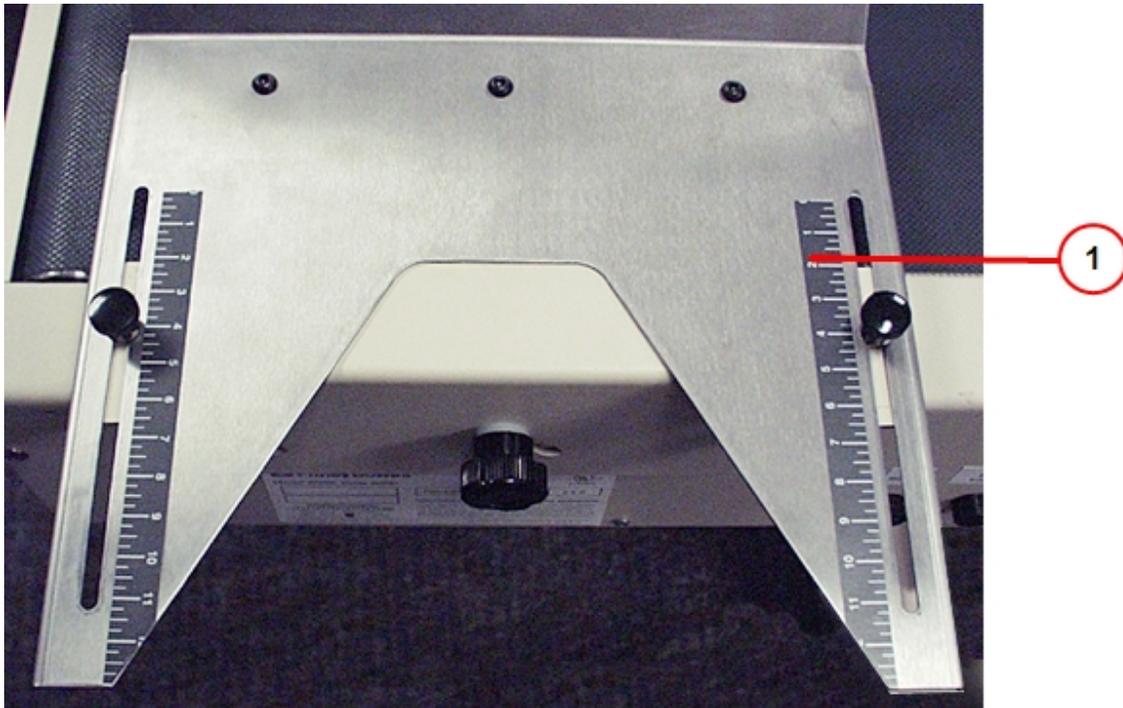
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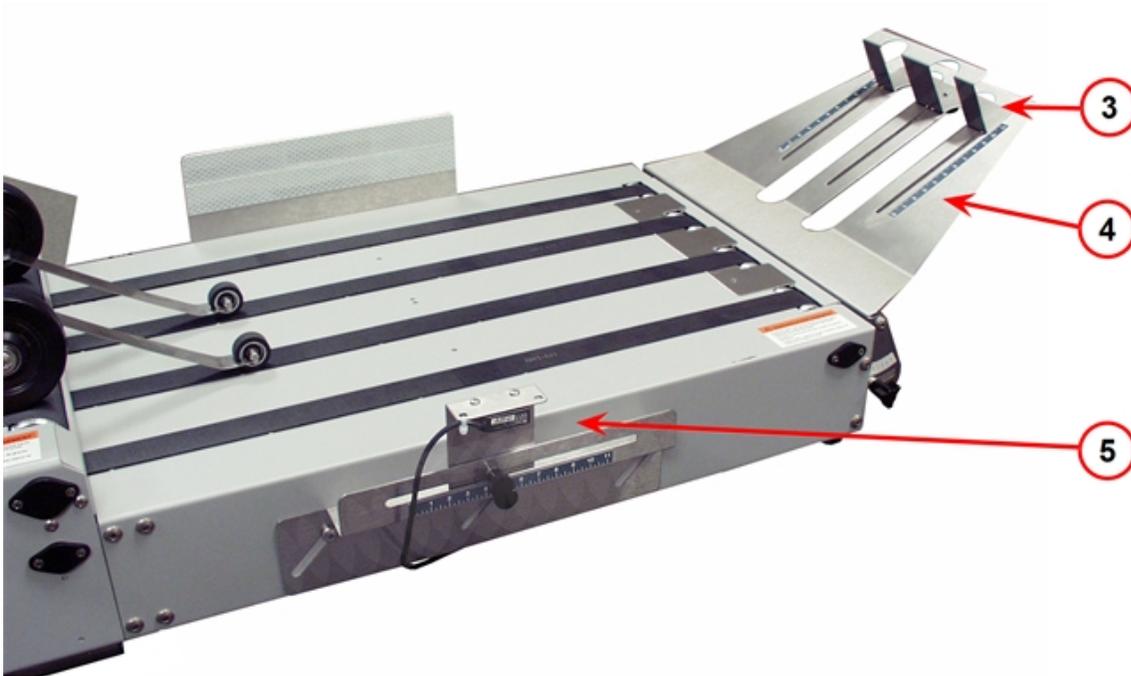
Operator Panel



1. **Power Switch** - This is a rocker switch with indicator light. Press the top in to turn the Stacker on. Press the bottom in to it turn off.
2. **Speed Adjustment Knob** - This speed adjustment allows the proper amount of spacing between mail pieces so they do not overlap. Turn clockwise to increase speed and counterclockwise to decrease speed. Using the proper speed the reduces the possibility of ink smudging of the printed address. Refer to the Appendix to help you determine this value if necessary.
3. **Auto/Manual Switch** - there are two modes:
 - **Auto mode (switch is up)** - Stacker operation is controlled by the printer. In this mode, the Stacker belts move when the printer is feeding mail pieces. If the printer is out of paper, has a jam or tray break, it stops the Stacker. If the Stacker is full, the printer and Stacker both stop. NOTE: When power is switched to the On position and Auto mode is selected, the Stacker will not run until the printer operation begins.
 - **Manual mode (switch is down)** - the Stacker runs constantly (independent of the printer).
4. **Stacker Full Light** - This LED flashes when the Stacker ramp is full, based on the setting of the "stack full" sensor. Lift the hold down assembly to clear the material, and then lower it to resume operation.

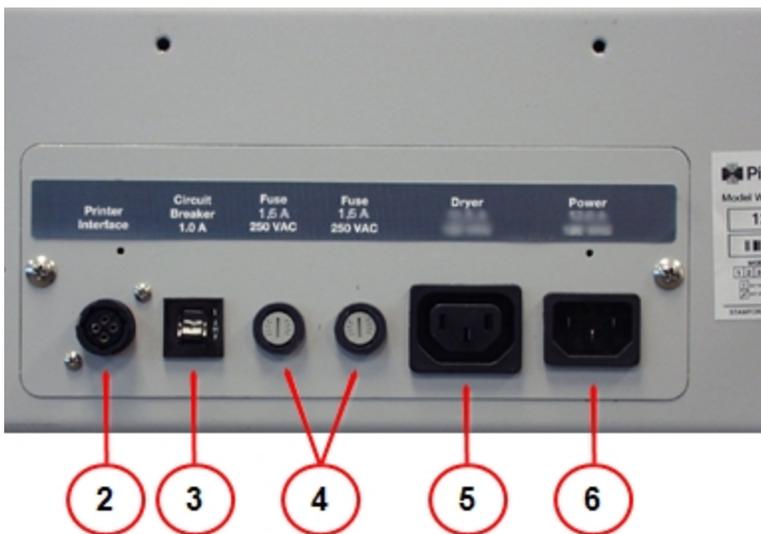
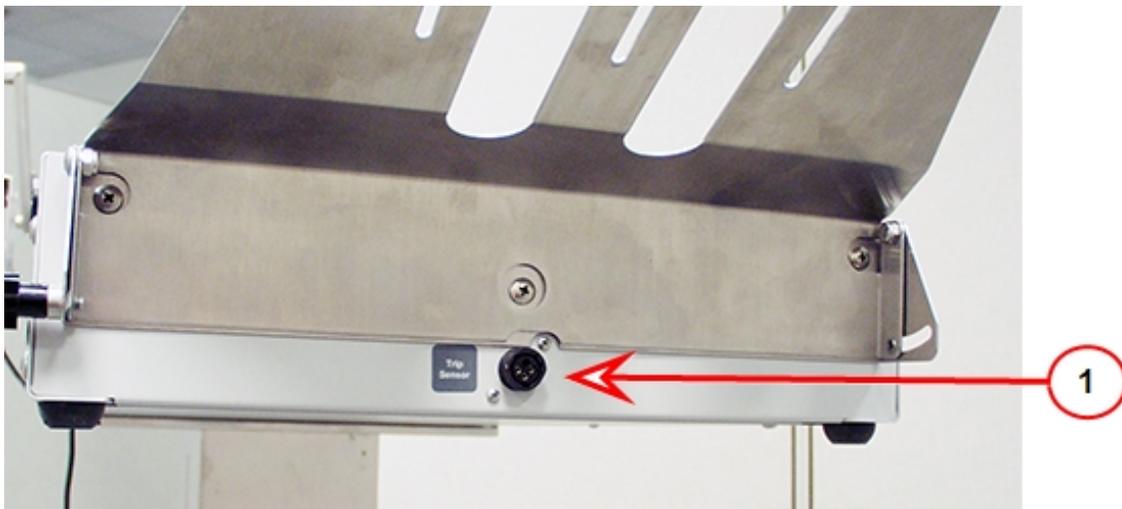
Conveyor Deck





1. **Input Media Stop** - This plate is adjusted so that mail pieces from the printer hit this stop and drop flat onto the conveyor belt. The height adjustment handles materials of varying thicknesses.
2. **Hold Down Assembly** - These springs and rollers are adjusted to keep the mail pieces in contact with the conveyor belts.
3. **Material Ramp Media Stop** - This stop is adjusted to retain media at the end of the Stacker.
4. **Material Ramp** - The angle of this ramp can be adjusted to accommodate various widths of material when stacking.
5. **"Stack Full" Sensor** - This sensor is adjusted so that the mail pieces stack in an orderly sequence for retaining presort order and it stops the printer when the Stacker is full.

Connector and Side Panels



The illustrations above show the Stacker connectors and fuses.

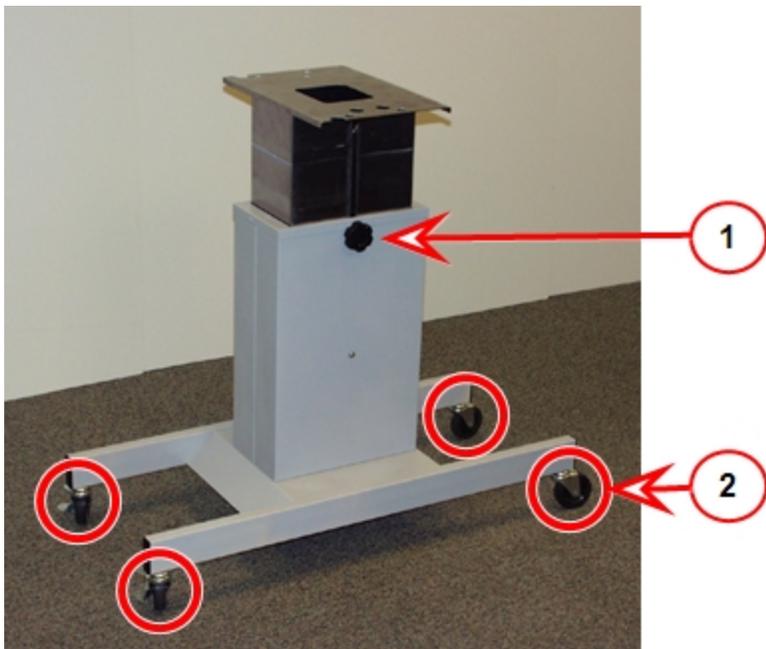
1. **Trip Sensor connector** - This is where the cable from the "stack full" sensor is connected. This activates when the Stacker is full.
2. **Printer Interface connector** - This is where the interface cable coming from the printer is connected.

3. **Circuit Breaker** - If pieces jam in the Stacker, the circuit breaker causes the Stacker to power off automatically. After the jam is cleared, you must press the circuit breaker switch to reset the Stacker before you can resume operation.
4. **Fuses** - Two 1.6 Amp Slo Blow 250 VAC fuses.
5. **Dryer Outlet** - This is a convenience outlet to be used with the optional Ink Dryer.
6. **Power Inlet** - This is where the input power cord is connected for the Stacker.



Warning! The Dryer with Stacker combination draws a substantial amount of power. Note the wattages of other appliances you plug into the same outlet or branch circuit and compare that with the rating of the outlet or branch circuit to avoid overloading your electrical system.

Optional Stand for Power Stacker



The illustration above shows the location of these stand components.

1. **Height Adjustment Knob** - used to adjust the height of the Stacker so it can be aligned with your printer or to operator level.
2. **Casters (in circles above)** - allows for easier movement of Stacker. Two are locking casters for holding the Stacker in place.

3 - Stacker Specifications

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Technical Specifications

Input Power:	W985 - 120 VAC, 60 Hz 12.0 A. W986 - 220-240 VAC, 50 Hz, 7.0 A.
Fuses:	Two 1.6 A Slo Blow 250 VAC
Dimensions:	Conveyor/Stacker: Height: 9" (230mm) Width: 15" (380mm) Length: 70" (1780mm) Weight: 58 lbs. (26.3kg) Stacker Stand: Height: 30" (760mm) max.; 24" (610mm) min. Width: 15" (380mm) Length: 36" (914mm) Weight: 20 lbs. (9kg)
Operational Conditions:	Temperature: 55° - 95°F (13° - 35° C) Humidity: 8% - 80%

Materials Specifications

The following media meet all the defined quality and performance requirements of the Stacker. These specifications apply to all styles of media (flats, envelopes, catalogs, etc.). All media may be stuffed, unstuffed, sealed or unsealed, as long as the dimensional limits are within specified ranges.

Papers:	White Wove, Bond Paper, Tyvek*, Recycled Paper, Newsprint*, Coated Paper, Card Stock, Brown Kraft, Manila and Perforations. *Cannot be used in Executive print mode without fast dry ink
Thickness:	.004" (0.1mm) to .500" (12.7mm)
Weight:	Flat sheets, half fold or C-fold: 16 lbs. (60gsm) to 24 lbs. (90gsm) Envelopes: 16 lbs. (60gsm) to 32 lbs.(120gsm)
Size:	From 3.5 (89mm) x 5" (127mm) to 10" (254mm) x 13" (330mm)

4 - Stacker Adjustments

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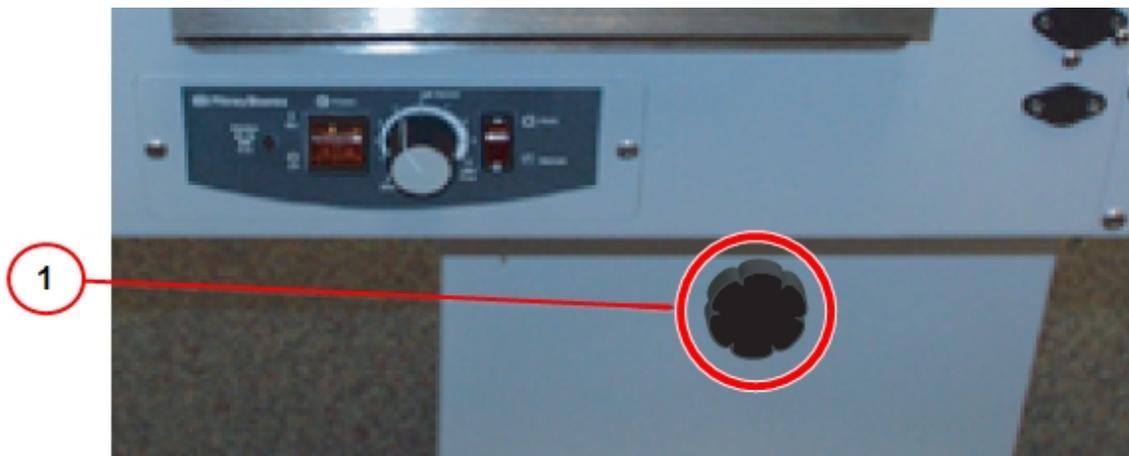
You will be required to check and make the following adjustments when you create a new job or change from one job to another job.

Adjust Stacker Height and Printer Distance

Operation

To adjust the height:

1. Hold the Stacker steady with upright pressure and loosen the adjustment knob [1].



Caution: The Stacker deck may rapidly drop to its lowest height when you loosen the Stacker height adjustment knob.



DA Series Printer with Stacker and Dryer

2. Set the height to the appropriate value (referenced from the top of the printer output roller) and tighten the adjustment knob. Refer to the Appendix to help you determine this value if necessary.

To adjust the distance:

1. Unlock wheels if they are locked.
2. Move the Stacker to the proper distance from the printer output roller and lock the wheels. Refer to the Appendix to help you determine this value if necessary.

Theory

The Stacker height and distance adjustments are set so that the leading edge of the mail piece contacts the conveyor belt as close to the media stop as possible, while the mail piece is being released from the output rollers of the printer. If the mail piece contacts the conveyor belt too soon, skewing will occur.

The general rule is that at slower speeds, and the longer the mail piece, you need to position the Stacker lower and farther away from the printer output. At higher speeds and with shorter mail pieces, you position the Stacker higher and closer to the printer output.

Adjust Input Media Stop

Operation

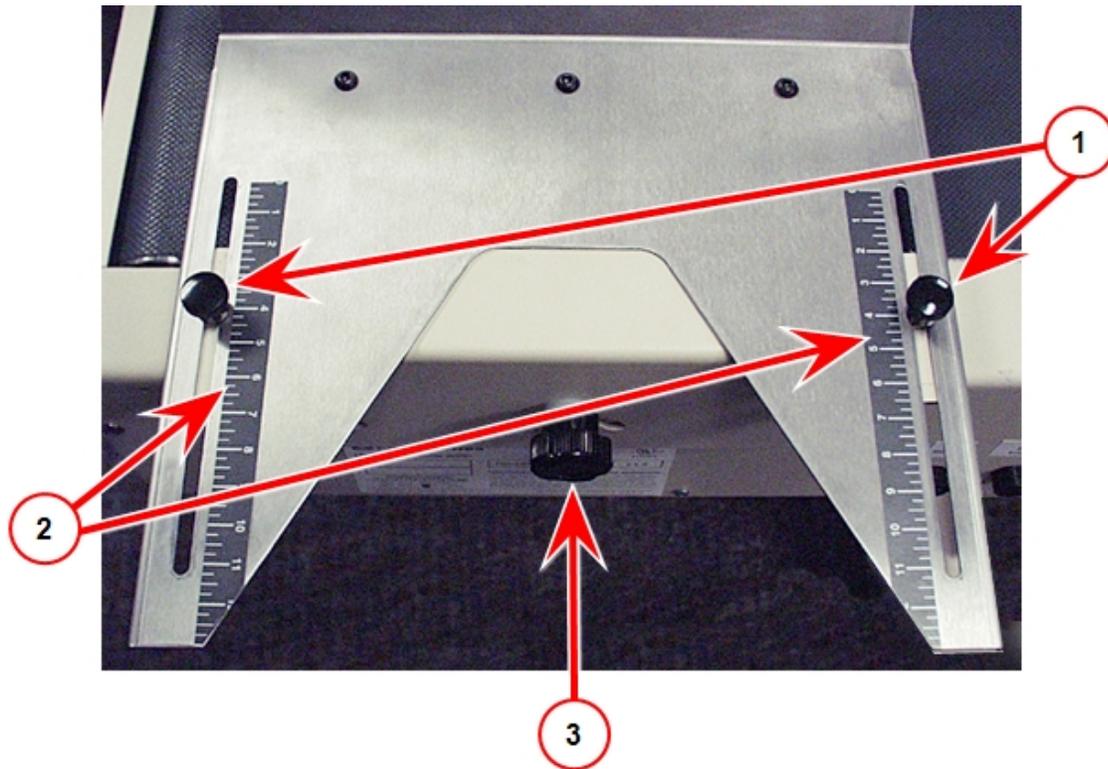
There are two adjustments on the input media stop: height and depth.

To adjust the height:

- Loosen the knob on the side of the input media stop and slide the plate up or down. For 1/16" (1.6mm) thickness, slide a sample mail piece under the balls and lower the media stop to the point of contact and then lock. For over 1/16" (1.6mm) thickness, set the media stop low enough so that mail piece cannot get below the edge of the media stop and then lock.

To adjust the depth:

- There is a scale on the input media stop that is used to set up for different size mail pieces. Loosen the two knobs and set the knobs to the desired value on the scale. Tighten the knobs when you are finished.



1. Depth Knobs
2. Depth Scales
3. Height Adjustment Knob

Theory

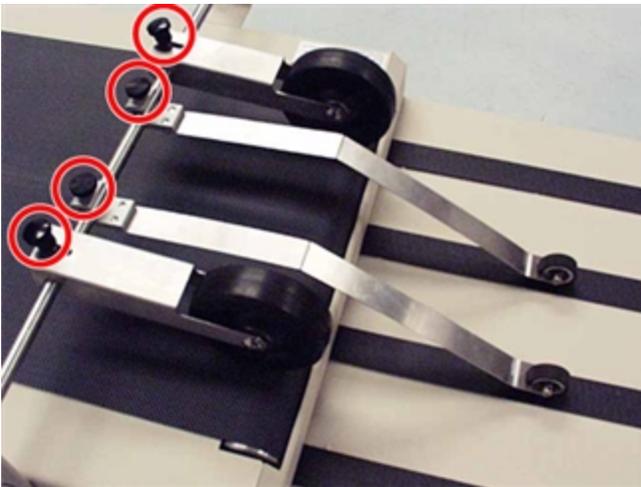
The input media stop is adjusted so that mail pieces from the printer hit the stop and drop flat onto the conveyor belt. The media stop is set closer to the printer for short mail pieces and farther away for longer mail pieces

Adjust Material Hold-Downs

Operation

The material hold-downs consists of two rollers and two springs used to keep the media in contact with the conveyor belts. They are adjusted by loosening the knob on each roller and spring and setting the desired distance from the conveyor belt. Tighten the knobs when you are finished.

Refer to the Appendix for additional information if necessary on setting the height of these rollers.



Theory

The function of the large rollers is to provide drive and control of the mail piece as it transitions to the stacking conveyor. The rollers

should be positioned in such a way that they retain the mail piece but do not come in contact with the address zones. If positioned in the address zones, the rollers will cause smudging.

The function of the springs (retainers) is to control the mail piece as it lands on the stacking conveyor. The general rule is that with thinner, slower moving mail pieces, the retainers should be positioned close to the deck. In the case of thicker, faster moving mail pieces, the retainers should be positioned higher off from the deck.

Adjust "Stack Full" Sensor

Operation

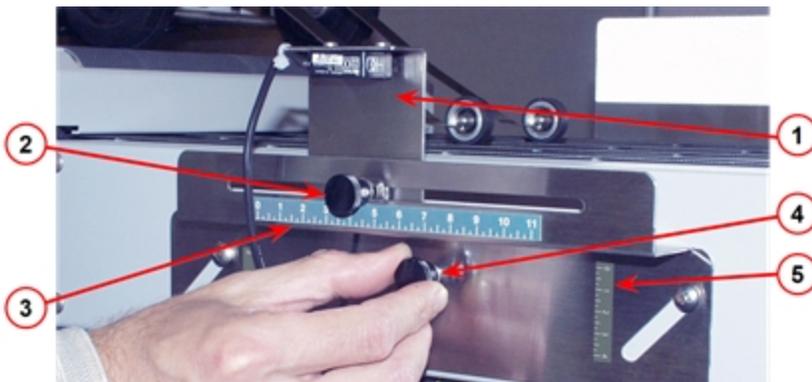
There are two adjustments on the "stack full" sensor: setting the vertical position and the horizontal position.

To adjust the vertical position:

- Loosen the vertical position knob on the operator side of the sensor assembly. Move the sensor assembly to the desired value on the vertical scale. Tighten the knob when finished.

To adjust the horizontal position:

- Loosen the horizontal position knob on the operator side of the sensor assembly. Move the sensor assembly to the desired value on the horizontal scale. Tighten the knob when finished.



1. "Stack Full" Sensor
2. Horizontal Adjustment Knob
3. Horizontal Position Scale
4. Vertical Adjustment Knob
5. Vertical Position Scale

The stacker full sensor should remain at the "0" position in both height (vertical) and length (horizontal) settings for most material. However, you may need to change these settings for certain conditions:

Stacker Adjustments

- Very short, thick-on-the top pieces may fall over backwards (such as small envelopes with the flap on top) before it hits the sensor when accumulating on the stacker. In these cases, move the full stack sensor closer to the end of the stacker (towards the "11" end on the horizontal scale).
- For extremely thick pieces, you may need to move the stack sensor up in height (vertically) to allow for maximum capacity (towards the "0" end on the vertical scale).

Theory

These adjustments are made so that the "stack full" indicator switch functions correctly while allowing the maximum number of mail pieces to be stacked.

Adjust Material Ramp

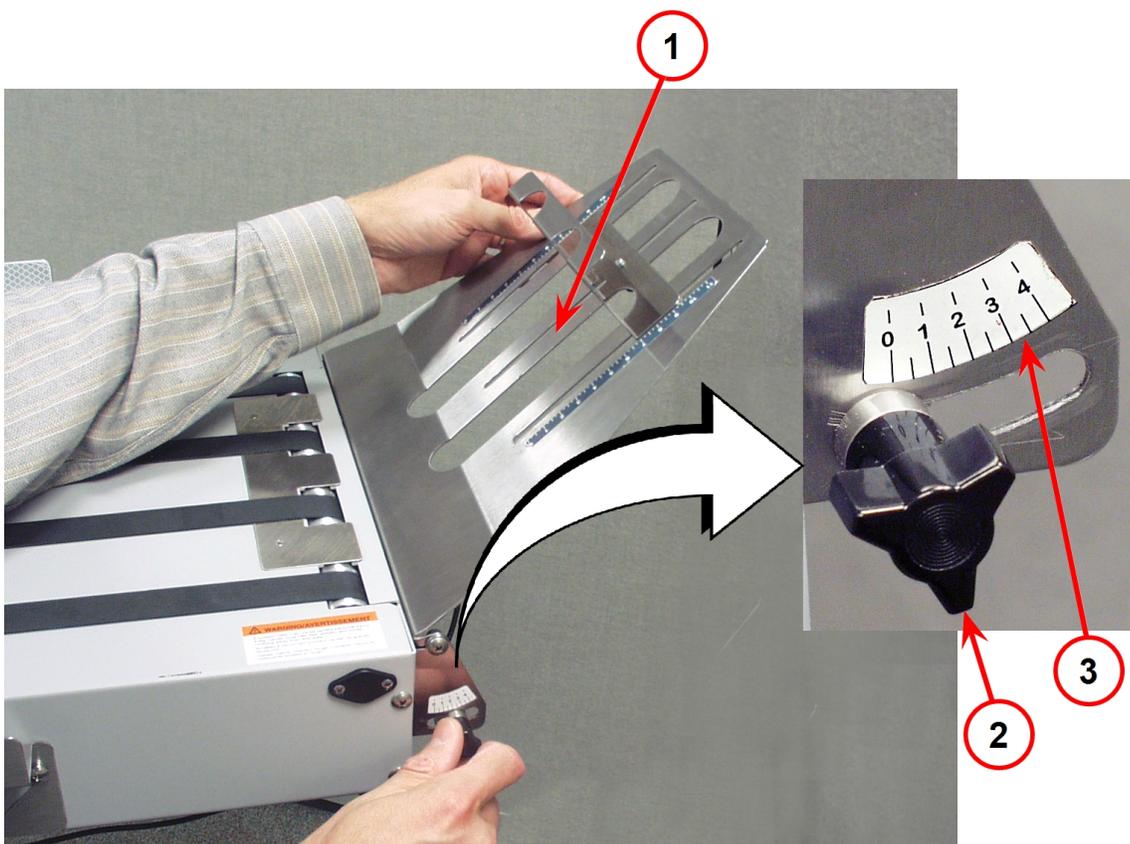
Operation

There are two adjustments: setting the angle of the material ramp and setting the media stop.

To adjust the angle of the ramp:

- Loosen the ramp angle knob on the side of the ramp. Move the ramp to the desired value on the scale. Tighten the knob when you are finished.

Refer to the Appendix to help you determine the ramp angle if necessary.



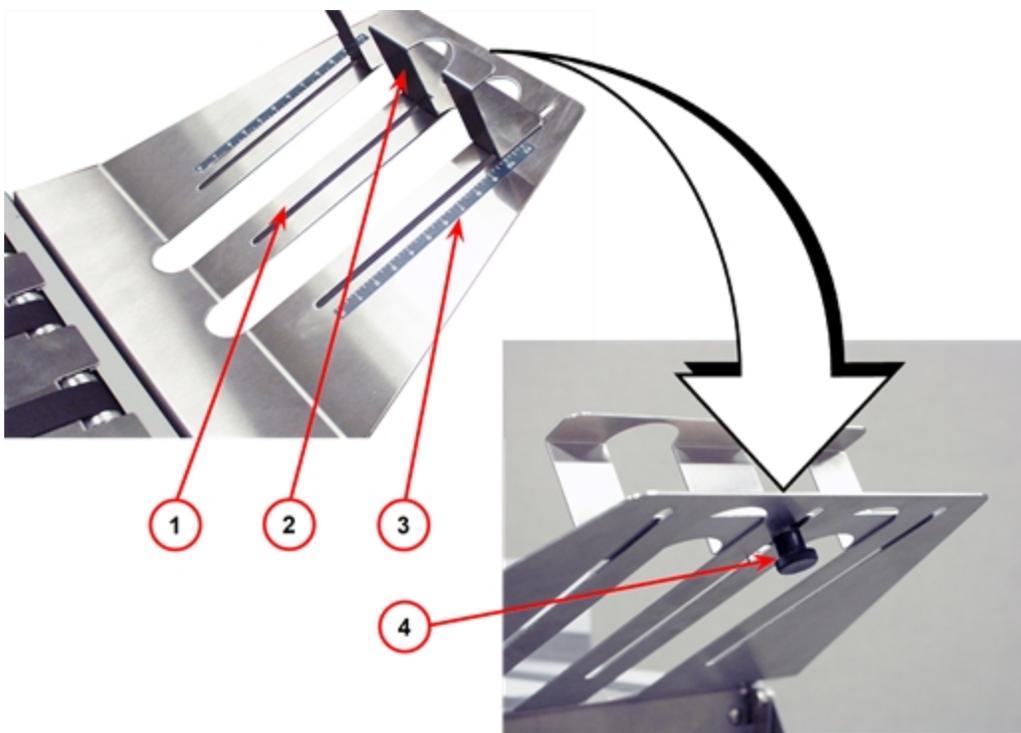
Stacker Adjustments

1. Material Ramp
2. Ramp Angle Adjustment Knob
3. Ramp Angle Position Scale

To adjust the media stop position:

- Loosen the knob under the material ramp. Slide the media stop to the desired value up or down on the ramp. Tighten the knob when you are finished.

Refer to the Appendix to help you determine the media stop position if necessary.



1. Material Ramp
2. Media Stop
3. Media Stop Position Scale
4. Adjustment Knob for Media Stop

Theory

The angle of the material ramp is dependent on the width and thickness of the mail piece. The general rule is that the shorter and thinner the mail piece—the steeper the ramp angle; while the longer and thicker the mail piece—the flatter the ramp angle.

The position of the media stop on the material ramp is dependent on the width of the mail piece. The media stop is set closer to the printer for shorter mail pieces and farther away for longer mail pieces. The wider the mail piece, the farther up the ramp the media stop needs to be set.

5 - Stacker Maintenance

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Stacker Cleaning

The Stacker requires a clean environment, free from dust, airborne contaminants and moisture. Operator maintenance is limited to cleaning the belts with a lint-free cloth dampened with a mild soap and water solution.

Stacker Fuse Replacement



Caution: Disconnect power before replacing fuses. Turn the power switch Off and unplug the power cord from the AC power receptacle. For continued protection against risk of fire, replace only with same type and rating of fuse.

If fuse replacement is required, turn the Stacker off, unplug the AC power cord from the outlet and replace the defective fuse with another amp fuse. Fuse locations are shown in the illustration below. If the blown fuse condition occurs again, call Pitney Bowes for service.



6 - Stacker Troubleshooting

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Stacker Troubleshooting

Jams

If mail pieces jam in the Stacker, the circuit breaker switch will automatically shut the Stacker off. DO NOT press the power switch. With the Stacker off, clear the jam and any remaining mail pieces. Wait 1 to 2 minutes before pressing the circuit breaker switch. The Stacker will power back up automatically when you press the circuit breaker switch.

Smudged Addresses

You can lift or slide any of the hold down rollers or springs where heavily printed areas of your envelopes may be smudged by running under the rollers/springs. Lift the roller/spring slightly and turn knob to lock in place away from the conveyor belt.

NOTE: To assure the envelopes travel properly through the Stacker, they must pass under the rollers and springs.

7 - Optional W863/W864 Ink Dryer

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Controls and Indicators



The illustrations above show the location of the Dryer components.

1. **Power On/Off Switch** - turns on or off Dryer.
2. **Power Cord** - where the input power cord is connected.
3. **Height Handle** - adjusts the height of the Dryer over the material (six position settings).
4. **Power Outlet** - the other end of the power cord is attached to the Stacker AC outlet labeled "Dryer".

Technical Specifications

Input Power:	W863 - 120 VAC, 60 Hz 11.8 A. W864 - 220-240 VAC, 50 Hz, 6.0 A.
Power Consumption:	1824 Watts
Heat Dissipation:	6,000 BTU
Heater Type:	Quartz Heater, Fan-Forced Air
Operating Temperature:	100° F (38° C)
Fuses:	15 A (240 VAC)
Dimensions:	Height: 3-1/2" (90 mm) Width: 13" (330mm) Length: 14-1/4" (362mm)
Weight:	17 lbs. (8 kg)

Operation

The Dryer contains only one operator control, a power on/off switch with an associated indicator. This switch is used to turn power to the Dryer on or off. The switch will light when on.

Since the Dryer receives its power from a dedicated power outlet on the associated Stacker, this switch will light (if set at on) only when the power switch on the Stacker is switched on.

Therefore, when the power switch on the Dryer is left in the ON position, the Dryer will activate only when the conveyor belts start to move. This effectively causes the Dryer to operate only when needed (when mail pieces are conveyed under it to be dried). When the conveyor stops, the Dryer will automatically switch off.



Warning! Dryer will ignite combustible materials. Keep all items clear of this machine, except envelopes specified for use with this machine.

The Dryer/Stacker combination draws a substantial amount of power. Note the wattages of other appliances you plug into the same outlet or branch circuit and compare that with the rating of the outlet or branch circuit to avoid overloading your electrical system.



Caution: Be sure to observe all labeled warnings and precautions on Dryer:

Do not operate unattended.

Surfaces are Hot - Avoid Contact

Turn Power Off When Not In Use. Only Operate With Conveyor Moving.

Keep air intake vents free at all times.

Disconnect power before changing fuse. For continued protection against risk of fire, replace only with same type and rating of fuse.

Job Setup

You will be required to check and make the following adjustments when you change from one job to another job.

Adjust Dryer Height

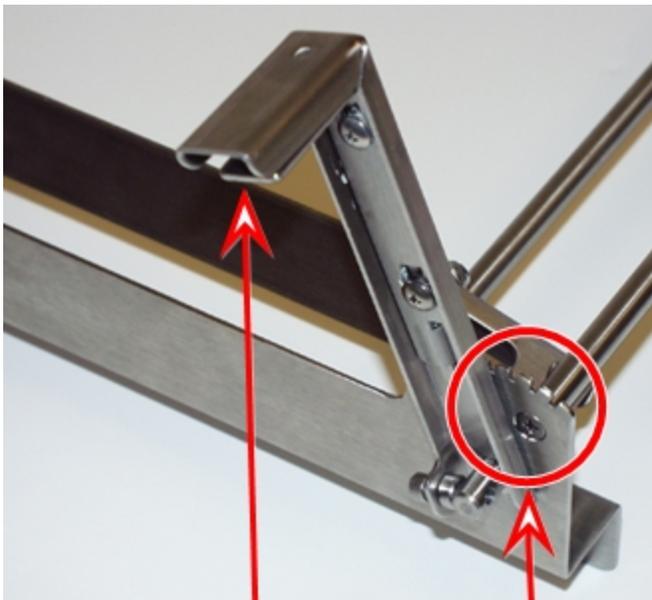
You will have to adjust the height of the Dryer whenever the following changes drastically from the previous job:

- speed of the conveyor on the Stacker
- the size of the material being dried
- how much ink is used

The height handle is used to raise or lower the Dryer. It has 5 positions.



1



2

3

1. Height Adjustment Handle
2. Release Lever (under handle top)
3. Five Positions

Height is adjusted by squeezing the release lever under handle top, lifting the Dryer unit to the new position, and then releasing the handle in the new slot position.

Cleaning

The Dryer requires a clean environment, free from dust, airborne contaminants and moisture. Operator maintenance is limited to keeping the vents open and avoiding dust, paper fragments, and material from touching the quartz heater bulb inside.

Jams

To clear jams under the Dryer, use the height adjustment handle and move it to the highest position to make the material accessible. After clearing jam, move handle back to original position.

If mail pieces jam in the Stacker, the circuit breaker switch will automatically shut the Stacker and Dryer off. DO NOT press the power switch on the Stacker or Dryer. With the Stacker off, clear the jam and any remaining mail pieces. Wait 1 to 2 minutes before pressing the circuit breaker switch on the Stacker. The Stacker and Dryer will power back up automatically when you press the circuit breaker switch.

Fuse Replacement



Caution: Disconnect power before replacing fuses. Turn the power switch Off and unplug the power cord from the AC power receptacle. For continued protection against risk of fire, replace only with same type and rating of fuse.

Follow these steps to replace the fuse in the Dryer:

1. Turn the Dyer off and unplug the AC power cord from the Stacker outlet.
2. Using a small flat object or screwdriver, lift up the fuse holder by from its slot located directly above the AC input connector.



3. Remove blown fuse and insert replacement fuse, making sure it is the same type and rating.
4. Slide fuse holder back into slot.



5. Plug in the Dryer AC power cord back into the Stacker and turn the power on. If the blown fuse condition occurs again, call Pitney Bowes for service.

Troubleshooting

Symptom	Possible Cause	Remedy
Does not run	No power	Check Plug Connections and Power Switch.
Ink not drying	Wrong Stacker speed	Adjust stacker speed control for a slower speed to allow more time for the mail piece to travel under the dryer.
	Incorrect height	Reposition the dryer height for best drying position.

Stopped running	No power	Call for service.
No air from fan	Fan inoperative	Call for service.
Only cold air from fan	Heater inoperative	Call for service.

8 - Optional W85F, W86F Ink Dryer

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Controls and Indicators



The illustrations above show the location of the Dryer components.

1. **Power On/Off Switch** - turns on or off Dryer.
2. **Power Cord** - where the input power cord is connected.
3. **Height Handle** - adjusts the height of the Dryer over the material (six position settings).
4. **Power Outlet** - the other end of the power cord is attached to the Stacker AC outlet labeled "Dryer".

Operation

The Dryer contains only one operator control, a power on/off switch with an associated indicator. This switch is used to turn power to the Dryer on or off. The switch will light when on.

Since the Dryer receives its power from a dedicated power outlet on the associated Stacker, this switch will light (if set at on) only when the power switch on the Stacker is switched on.

Therefore, when the power switch on the Dryer is left in the ON position, the Dryer will activate only when the conveyor belts start to move. This effectively causes the Dryer to operate only when needed (when mail pieces are conveyed under it to be dried). When the conveyor stops, the Dryer will automatically switch off.



Warning! Dryer will ignite combustible materials. Keep all items clear of this machine, except envelopes specified for use with this machine.

The Dryer/Stacker combination draws a substantial amount of power. Note the wattages of other appliances you plug into the same outlet or branch circuit and compare that with the rating of the outlet or branch circuit to avoid overloading your electrical system.



Caution: Be sure to observe all labeled warnings and precautions on Dryer:

Do not operate unattended.

Surfaces are Hot - Avoid Contact

Turn Power Off When Not In Use. Only Operate With Conveyor Moving.

Keep air intake vents free at all times.

Disconnect power before changing fuse. For continued protection against risk of fire, replace only with same type and rating of fuse.

Job Setup

You will be required to check and make the following adjustments when you change from one job to another job.

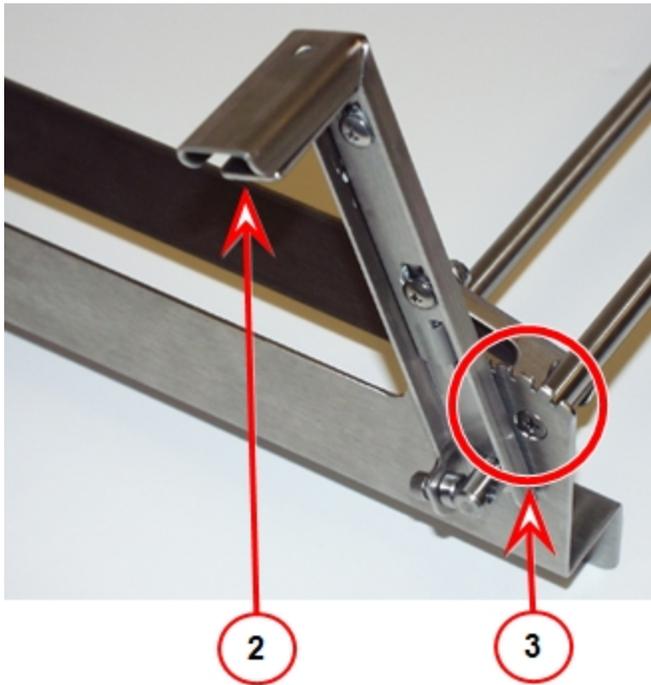
Adjust Dryer Height

You will have to adjust the height of the Dryer whenever the following changes drastically from the previous job:

- speed of the conveyor on the Stacker
- the size of the material being dried
- how much ink is used

The height handle is used to raise or lower the Dryer. It has 5 positions.





1. Height Adjustment Handle
2. Release Lever (under handle top)
3. Five Positions

Height is adjusted by squeezing the release lever under handle top, lifting the Dryer unit to the new position, and then releasing the handle in the new slot position.

Jams

To clear jams under the Dryer, use the height adjustment handle and move it to the highest position to make the material accessible. After clearing jam, move handle back to original position.

If mail pieces jam in the Stacker, the circuit breaker switch will automatically shut the Stacker and Dryer off. **DO NOT** press the power switch on the Stacker or Dryer. With the Stacker off, clear the jam and any remaining mail pieces. Wait 1 to 2 minutes before pressing the circuit breaker switch on the Stacker. The Stacker and Dryer will power back up automatically when you press the circuit breaker switch.

Cleaning

The Dryer requires a clean environment, free from dust, airborne contaminants and moisture. Operator maintenance is limited to keeping the vents open and avoiding dust, paper fragments, and material from touching the quartz heater bulb inside.

Troubleshooting

Symptom	Possible Cause	Remedy
Does not run	No power	Check Plug Connections and Power Switch.
Ink not drying	Wrong Stacker speed	Adjust stacker speed control for a slower speed to allow more time for the mail piece to travel under the dryer.
	Incorrect height	Reposition the dryer height for best drying position.
Stopped running	No power	Call for service.
No air from fan	Fan inoperative	Call for service.
Only cold air from fan	Heater inoperative	Call for service.

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9 - Attaching Stacker to a W360 Tabber

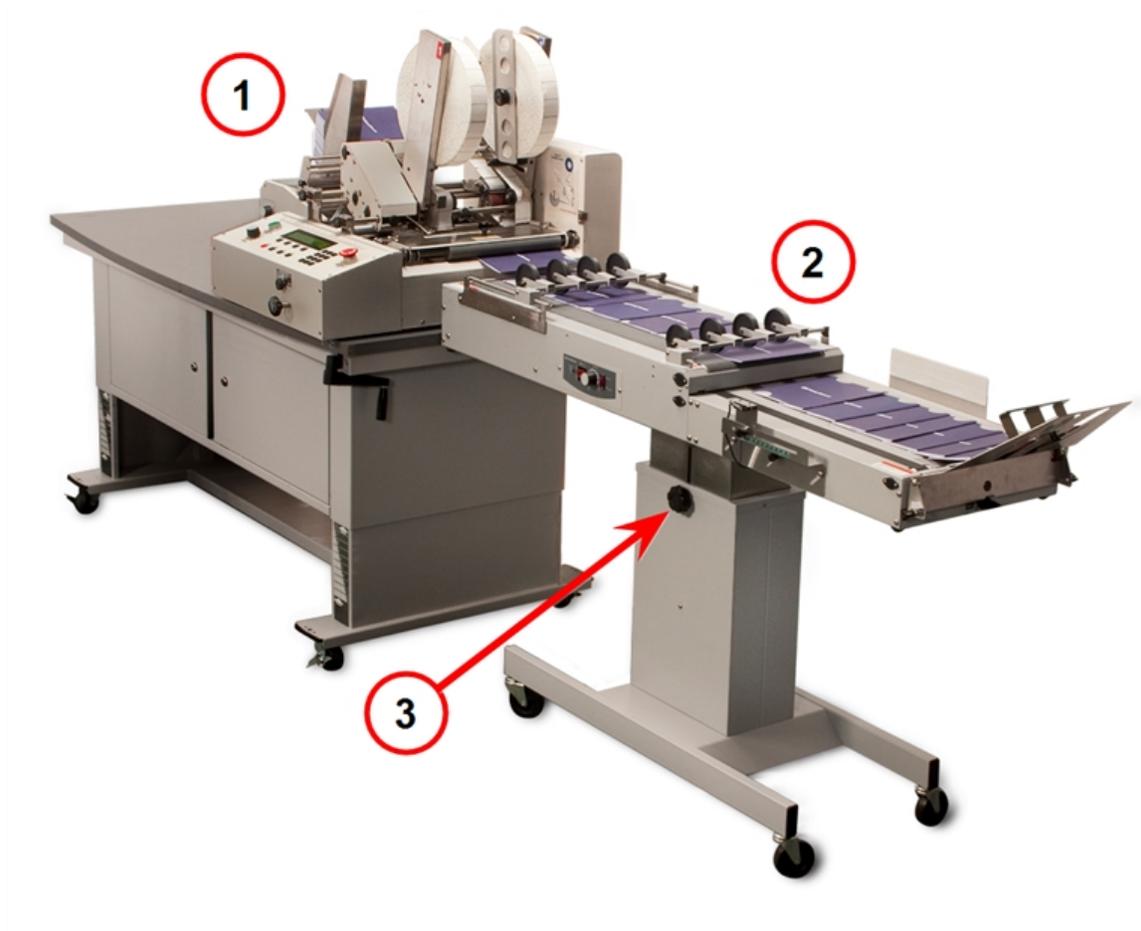
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Attaching the Stacker to a W360 Tabber

The Stacker can be used at the output end of the W360 Tabber to collect the tabbed pieces as they come off the Tabber. NOTE: The Stacker is mounted inline with the Tabber, unlike the right angle used for the printers.

1. Move Stacker into position so it is inline with the Tabber output end (see figure below). Hold the Stacker steady with upright pressure and loosen the height adjustment knob. Set the height so the Stacker is even with output of the Tabber and tighten the adjustment knob.

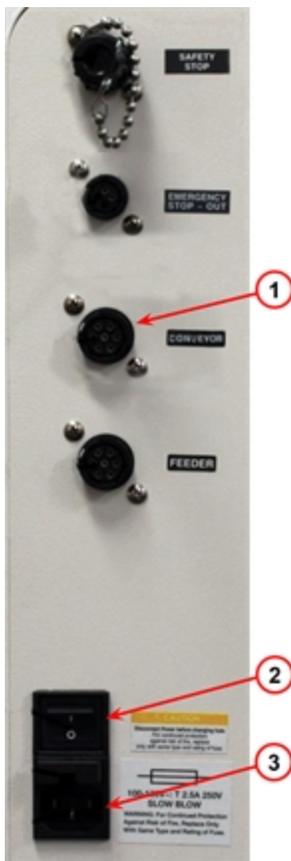


1. Tabber
2. Stacker
3. Stacker Height Adjustment Knob



Caution: The Stacker deck may rapidly drop to its lowest height when you loosen the Stacker height adjustment knob.

2. Connect communications interface cable at Printer Interface port on Stacker and the other end to the Conveyor port on the Tabber.



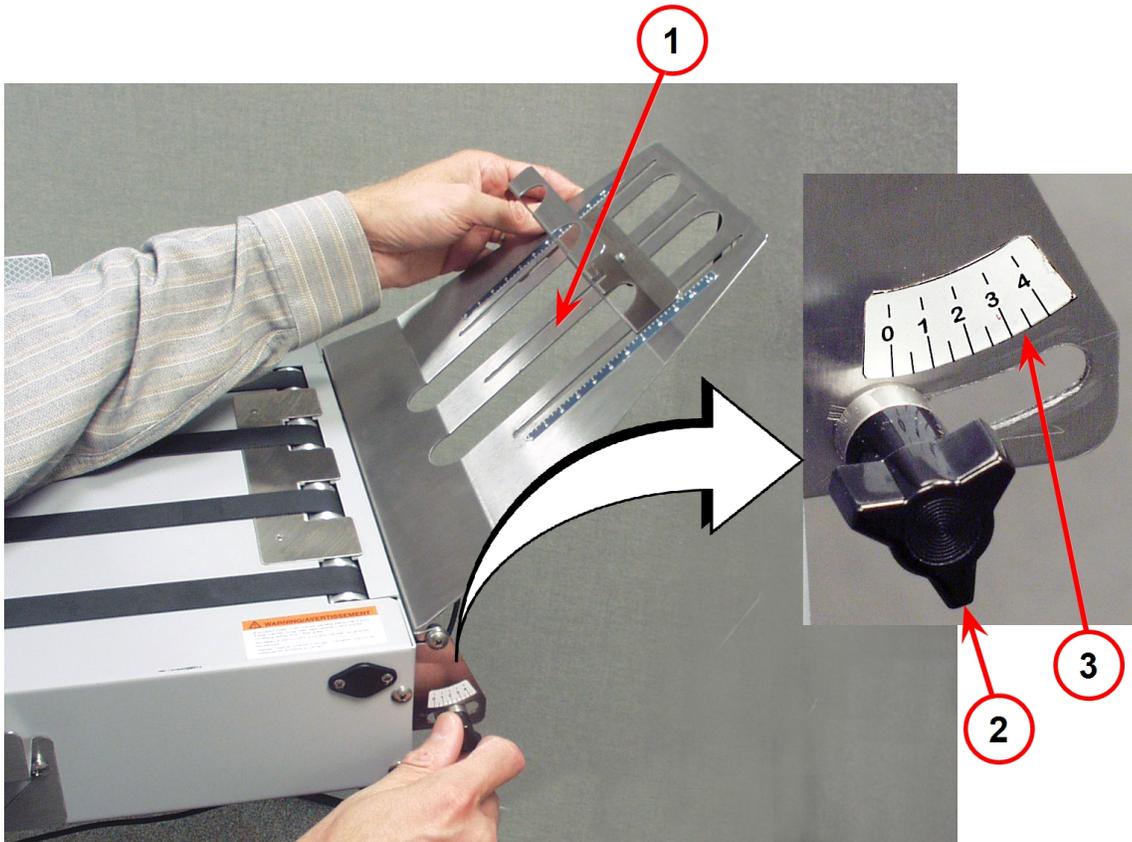
1. Conveyor Port on Tabber (circled)
 2. Power Switch
 3. AC Inlet for Power Cord
3. Connect AC power cord at the Tabber (see photo at left for AC inlet) and turn on power to the Tabber. Refer to the Tabber Quick Start Guide (SV62479A) for information on running the Tabber.

10 - Adjustment Charts

In this section

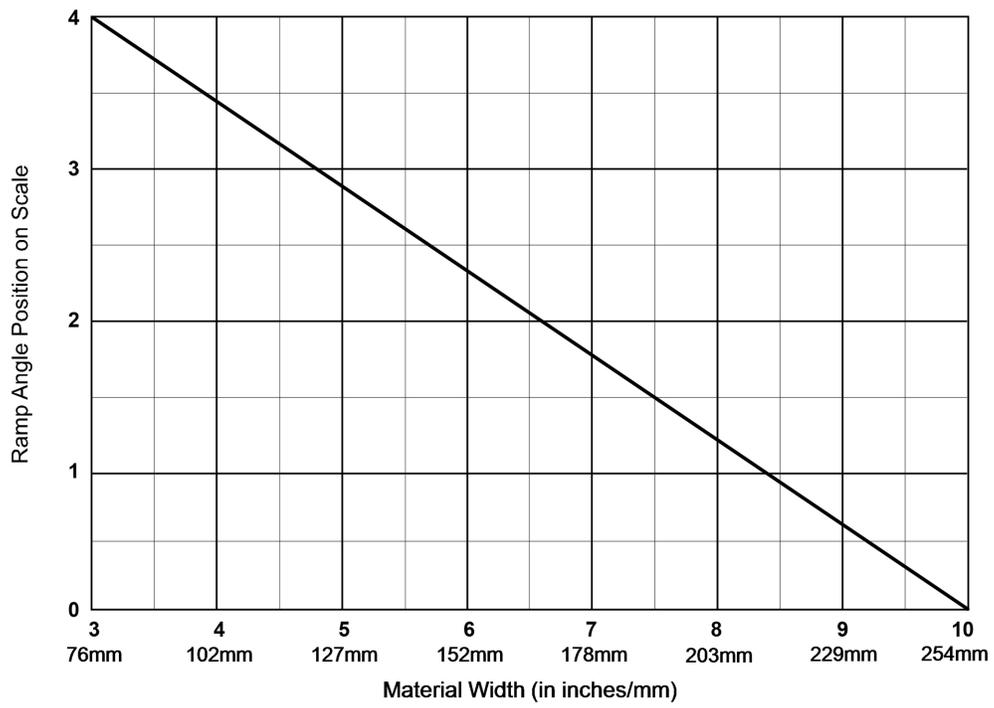
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Adjust Material Ramp Angle

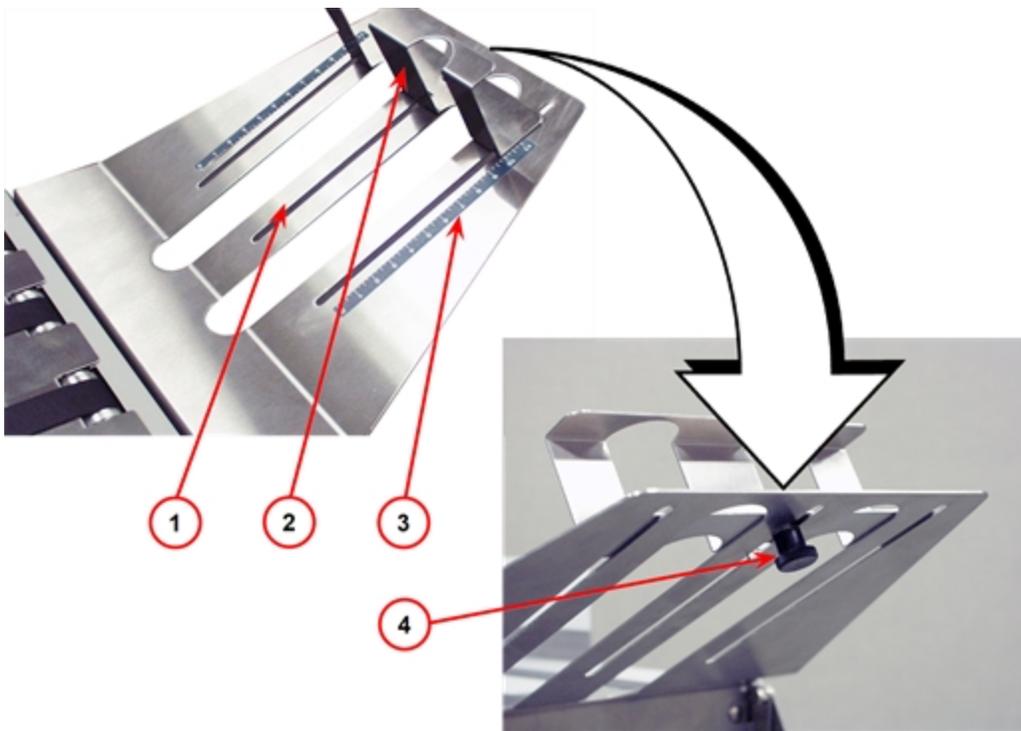


1. Material Ramp
2. Ramp Angle Adjustment Knob
3. Ramp Angle Position Scale

The angle of the material ramp is dependent on the width and thickness of the mail piece. The general rule is that the shorter and thinner the mail piece—the steeper the ramp angle; while the longer and thicker the mail piece—the flatter the ramp angle. See chart below for guidance.

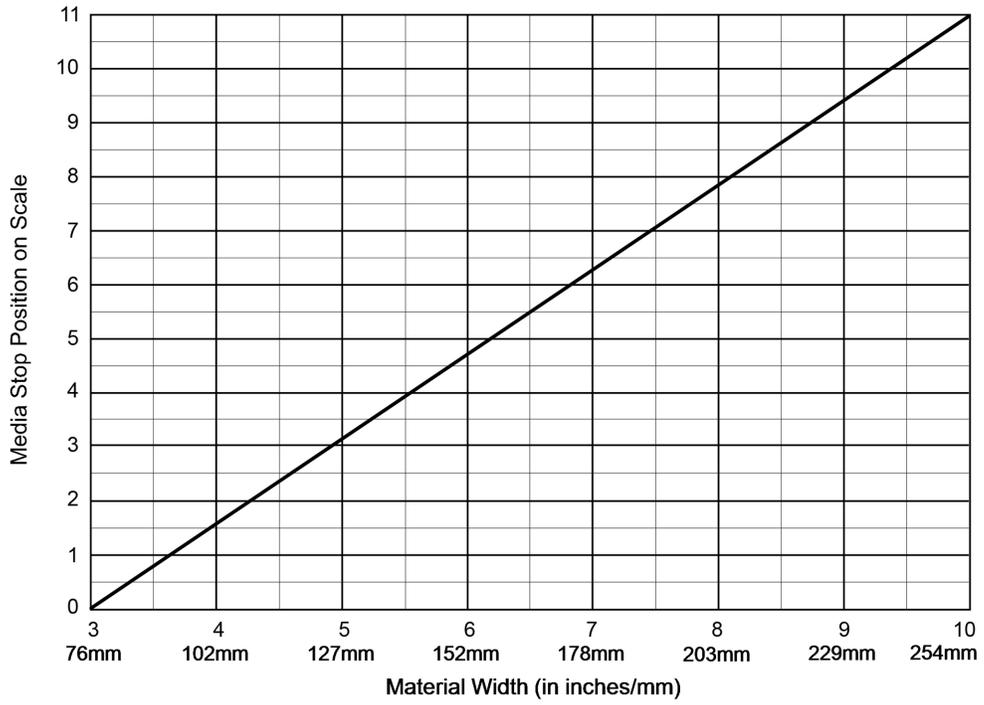


Adjust Media Stop on Material Ramp

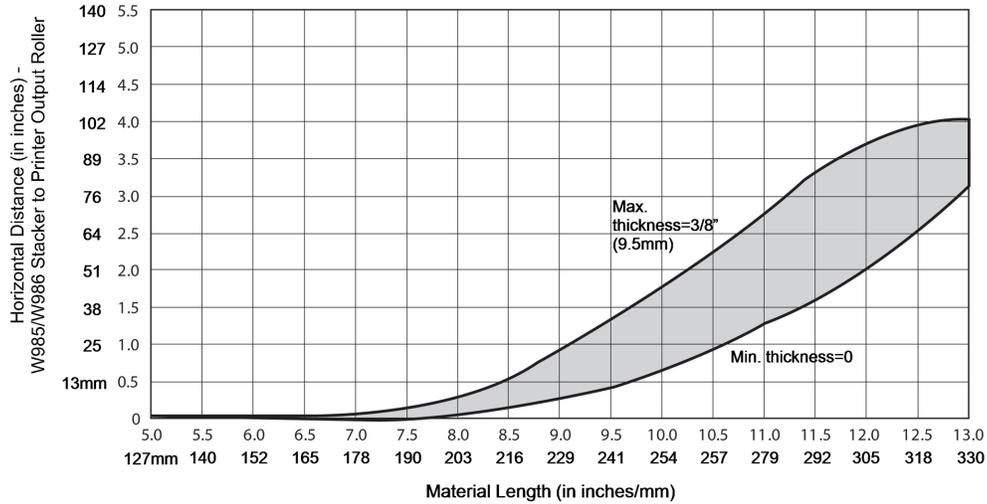
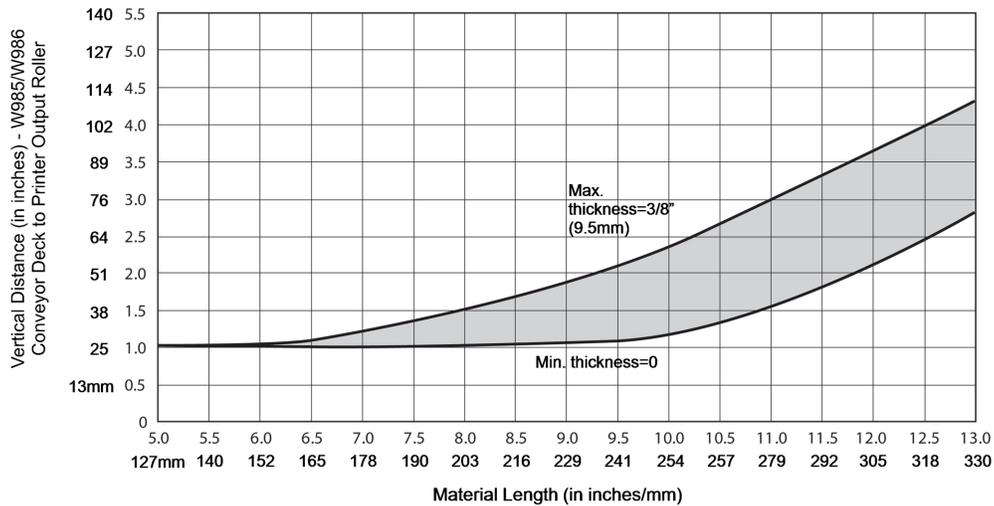


1. Material Ramp
2. Media Stop
3. Media Stop Position Scale
4. Adjustment Knob for Media Stop

The position of the media stop on the material ramp is dependent on the width of the mail piece. The media stop is set closer to the printer for shorter mail pieces and farther away for longer mail pieces. The wider the mail piece, the farther up the ramp the media stop needs to be set. See chart below for guidance.



Adjust Stacker Height and Distance: Super Draft and Draft Mode



The top chart is used to determine the distance to set between the stacker deck and the printer output roller. This is done by adjusting the height of the stand.

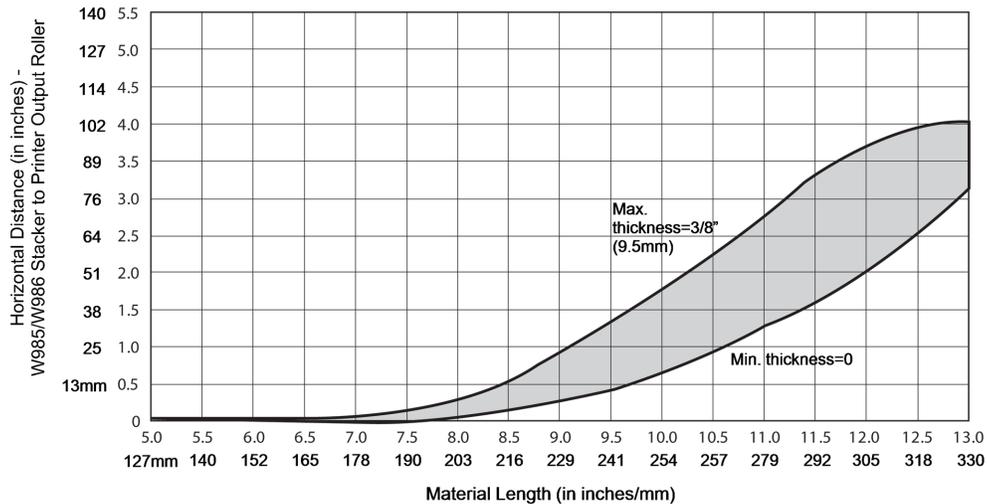
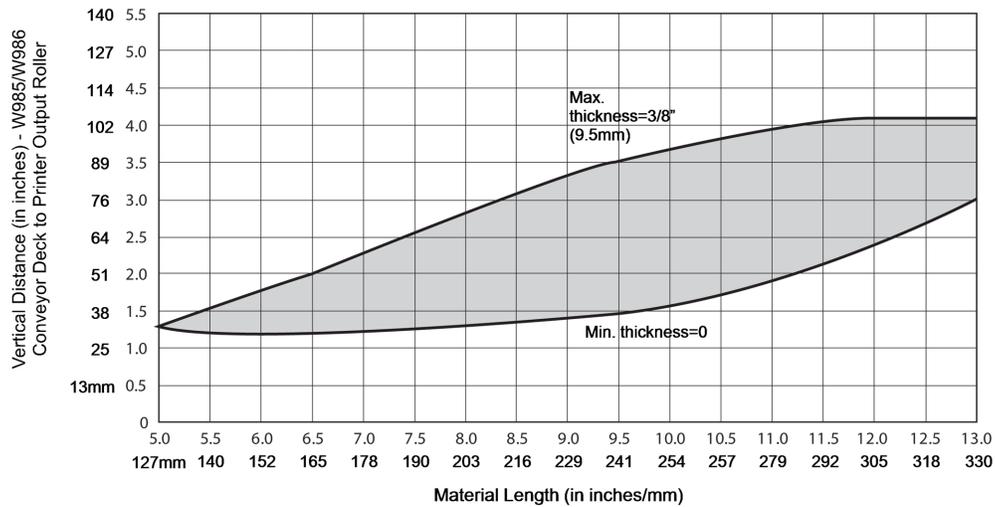
The bottom chart is used to determine the distance from the stacker to the output roller. This is done by moving the stacker closer or farther from the printer output roller.

In order to use the charts:

1. Measure the length and thickness of your material in inches.
2. Go to the length at the bottom of the chart and then up that line to the thickness. The thickness must be approximated in the gray area which represents 3/8" (9.5mm) between the min. thickness and max. thickness.
3. Follow a straight line to the left side of the chart. That is the distance in inches for that setting.

For example: If the material is 11 inches (279mm) long and 1/8 inch (3.2mm) thick, the reading on the top chart would be approximately 2 inches (51mm) and on the bottom chart approximately 1.75 inches (44mm).

Adjust Stacker Height and Distance: Letter Mode



The top chart is used to determine the distance to set between the stacker deck and the printer output roller. This is done by adjusting the height of the stand.

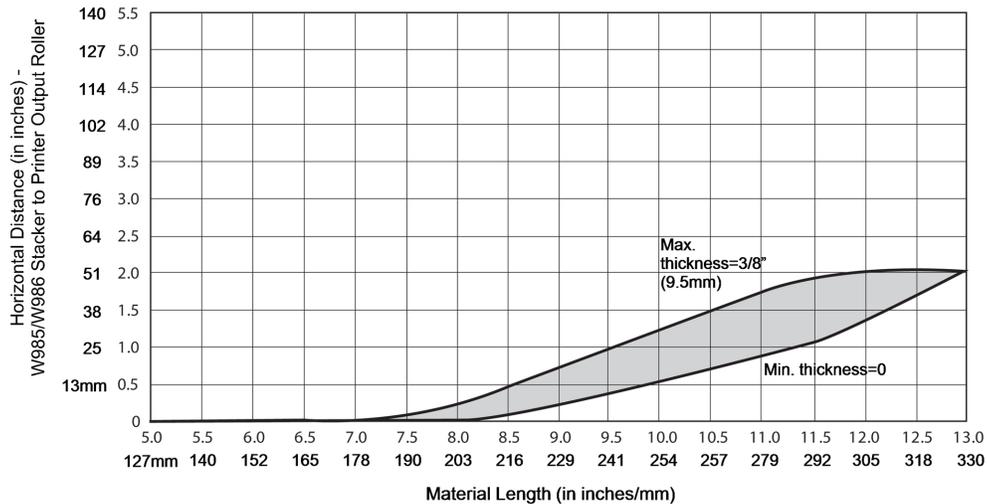
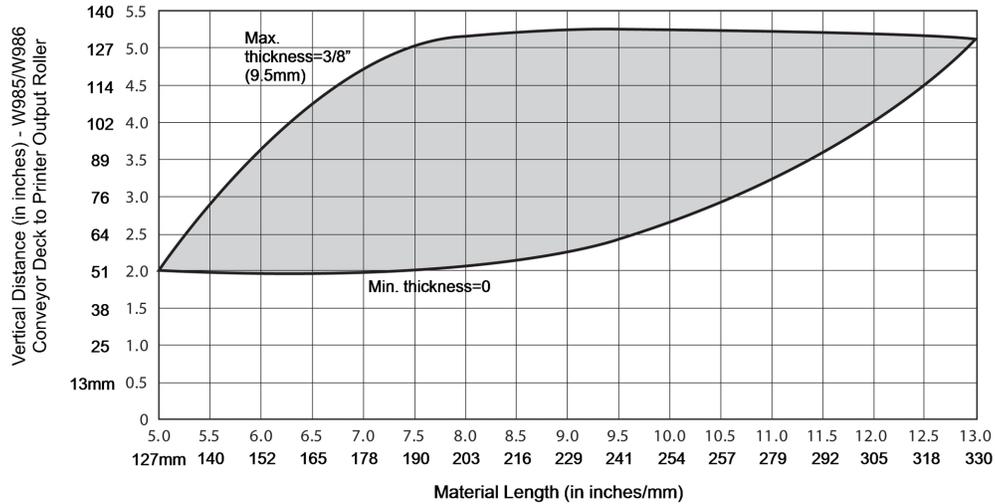
The bottom chart is used to determine the distance from the stacker to the output roller. This is done by moving the stacker closer or farther from the printer output roller.

In order to use the charts:

1. Measure the length and thickness of your material in inches.
2. Go to the length at the bottom of the chart and then up that line to the thickness. The thickness must be approximated in the gray area which represents 3/8" (9.5mm) between the min. thickness and max thickness.
3. Follow a straight line to the left side of the chart. That is the distance in inches for that setting.

For example: If the material is 11 inches (279mm) long and 1/8 inch (3.2mm), the reading on the top chart would be approximately 2.5 inches (64mm) and on the bottom chart approximately 1.75 inches (44mm).

Adjust Stacker Height and Distance: Executive Mode



The top chart is used to determine the distance to set between the stacker deck and the printer output roller. This is done by adjusting the height of the stand.

The bottom chart is used to determine the distance from the stacker to the output roller. This is done by moving the stacker closer or farther from the printer output roller.

In order to use the charts:

1. Measure the length and thickness of your material in inches.
2. Go to the length at the bottom of the chart and then up that line to the thickness. The thickness must be approximated in the gray area which represents 3/8" (9.5mm) between the min. thickness and max. thickness.
3. Follow a straight line to the left side of the chart. That is the distance in inches for that setting.

For example: If the material is 11 inches (279mm) long and 1/8 inch (3.2mm), the reading on the top chart would be approximately 4 inches (102mm) and on the bottom chart approximately 1.25 inches (32mm).



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For Service or Supplies

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