

E-Z CUT INC.

"EC-1" CARPET CUTTING MACHINE



OPERATING MANUAL

Version 2.0

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INTRODUCTION

- Read these instructions carefully and thoroughly so as to ensure that you are familiar with the machine's features, general operating functions and the safety and maintenance requirements.
- Only authorized personnel who are familiar with the machine and its operation should use it. Never allow children near the machine.
- Keep the area of operation clear of any and all potential hazards.
- The following procedures are intended to acquaint you with the safe and efficient operation of your E-Z CUT Cutting Machine. Try to abide by the rule: "If at first you don't succeed, try again". This machine is a proven tool for improving your warehouse and cutting efficiency. Take your time, be patient, and enjoy the benefits of this machine for many years to come.
- If assistance is required or if any of the following procedures are unclear, please do not hesitate to contact an E-Z CUT representative directly at **1-800-661-5156**.

MACHINE'S ARRIVAL AND PREPARATION

- Once all 4 wheels are on the floor, you can move the machine to the desired position for operation on your warehouse floor. When you have located the machine to your desired position, use the Caster Wheel Locks so as to minimize any movement during actual operation.
- Hook-up the machine's 4 Wire Power Cord into the following power source (Hardwired or Plug).



115 / 230V (Single Phase) / 60 Hz / 20 Amp

IMPORTANT NOTE: THE WHITE WIRE ON THE MACHINE'S POWER CORD MUST BE CONNECTED TO THE NEUTRAL ON YOUR POWER SUPPLY.

- Test the activation of the rollers by turning both Roller Switches to FWD and then press and hold the Jog Button. The rollers should now turn and then stop when you remove your finger from the button. Next, with the Roller Switches still in FWD, step on the Foot Cable section located along the front of the machine. Again, the rollers should turn and then stop when you remove your foot from the cable. Test the Foot Cable along both sides of the machine.



➤ Check that the Cutting Bar is working by pushing & holding the Cutter Switch to FWD. Since it is a Two-Way Cutter, you can make your next cut by pushing & holding the Cutter Switch to REV.

IMPORTANT NOTES:

➤ **EXCESSIVE AND PROLONGED “TAPPING” OF THE JOG BUTTON AND/OR THE FOOT CABLE WILL CAUSE PREMATURE MOTOR FAILURE.**

➤ **The Cutting Bar only takes about 10 seconds to travel the length of the Cutting Track. Should you ever have to stop the Cutter, just release the Cutter Switch and the Cutter will stop immediately. Use extreme caution, care and common sense when operating this Cutter!**

➤ **Your Cutting Bar's Cable may require periodic lubrication. If the Cutter makes a vibrating (humming) sound when running, lightly lubricate the Cutting Bar Cable with a water-based lubricant such as WD-40. Spray the Cable at the top of the middle pulley just under the Cutting Track. Run the Cutter back and forth a few times to work the lubricant in and then wipe off any excess.**

MAIN OPERATING PROCEDURES

LOADING THE ROLL OF CARPET

➤ Place the roll on the Left Hand Side Cradle and ensure that the "Feed Edge" is coming from the Bottom towards the Counter with the "Pile" facing Up. Whenever possible load rolls from the **rear** of the machine to avoid damaging the control panel. **Never measure with the “Pile” facing Down as this will result in inaccurate readings.** For best results turn the Left Hand Side Rollers in Reverse (REV), press the Foot Cable or Jog Button, and allow the roll to rotate a few turns until it tightens



PREPARING TO MEASURE

➤ Lift the Counter Weight Arm to the Up position. Advance the carpet towards the Right Hand Side by switching both the Left and Right Side Rollers to Forward (FWD), and depressing the Foot Cable or Jog Button. You may find it easier to get the roll started by using the Jog Button instead of the Foot Cable. Stop the advancement of the carpet at the Cutting Track and lower the Counter Weight Arm down onto the carpet.



PROGRAMMING THE COUNTER


➤ MAIN SCREEN

Display reads:

C 0.00
P2 10.00



➤ Ensure you are in the "C / P2" Main Screen as shown in the photo above.

➤ If at any time you are not on the "C / P2" Main Screen simply press the  (<ESC) button until you return to it.


➤ The Top Row (C) will indicate the actual length of the flooring that will be measured while the Bottom Row (P2) is where you can program the desired or pre-set length you wish to measure.






➤ PRE-SET SCREEN


Display reads:


P2 -> C
0010.00



➤ Press the  (PRS) button to get into the "P2" Pre-Set Screen.

➤ Press the  (SEL>) button and you will notice that the first digit position on the Bottom Row will begin to flash. Press the  (UP) or  (DOWN) buttons to change the value of the flashing digit. Press the  (<ESC) or  (SEL>) buttons to move to the next digit.

➤ When you have reached the desired values at each position, press the  (ENT) button and this will lock in your Pre-Set amount. If you have made an error or wish to make any changes, just start the process over again.

➤ Press the  (<ESC) button and this will return you to the "C / P2" Main Screen. You will notice that the Bottom Row (P2) will have the Pre-Set amount that you have programmed into it.

➤ **CONVERTING DECIMALS TO INCHES**

➤ The EC-1 is equipped with a Decimal Counter so the Conversion Table located on your Control Panel (and below) can be used to convert to inches.

DECIMAL CONVERSION TABLE

0"	=	.00	6"	=	.50
1"	=	.08	7"	=	.58
2"	=	.17	8"	=	.68
3"	=	.25	9"	=	.75
4"	=	.33	10"	=	.83
5"	=	.42	11"	=	.92

➤ **EXAMPLE**

Display reads:


C **0.00**
P2 **18.50**



➤ For Example if you need to make an **18'6"** cut, program the Pre-Set length in the **"P2"** Pre-Set Screen to read **"18.50"**.

ADVANCING THE CARPET TO THE CUTTING TRACK

➤ Advance or reverse the carpet so it is lined up with the Cutting Track. Once aligned with the

Cutting Track, press the  (**F2/RST**) button to clear the Top Row (**C**) to "0.00".

STARTING THE ROLL UP PROCESS

➤ With both Rollers in the FWD position and the Counter Weight Arm in the Down position, advance the carpet by depressing the Foot Cable or Jog Button as well as assisting the carpet by hand until it is into the Right Hand Side Cradle and stop it's progress when it advances just past the middle of the Right Hand Side Cradle (approx. 4 to 6 inches). Although it is not necessary, should you require a core, it can be placed on top of the carpet in the Right Hand Side Cradle at this time.

ROLLING UP THE CARPET

- With both rollers in FWD, raise the Right Hand Side Cradle up and curl itself over the portion of the carpet sitting in the cradle.
- Step on the Foot Cable or press the Jog Button to advance the carpet further into the Right Hand Side Cradle. You will notice that the carpet will curl over and start to re-roll itself. At the same time, apply a small amount of pressure by holding the Cradle Handle in place over the carpet.
- Once you have rolled up approximately 3 to 5 feet (3 to 5 turns), you can gently return the Right Hand Side Cradle back to its Normal position.

NOTES:

- Once you practice more and become more familiar with the machine, these steps will become more integrated and much easier to perform.
- If the carpet does not seem to want to roll up in the Right Hand Side Cradle immediately, just stop the process, reverse the carpet back a little and start over. You may have to jog/bounce the Right Hand Side Cradle Handle a little bit during the roll-up to assist in getting the carpet started. Also, if you experience "buckling" of the carpet during this process, just turn the Left Hand Side Rollers to OFF for a split-second and then back to FWD once the buckling is removed. **Be Patient It Will Work!**
- Should you prefer a more loose roll-up of your carpet, just pull the Right Hand Side Cradle Handle back earlier than after 3 to 5 turns or don't even engage the Right Hand Side Cradle at the start. **Experiment to see what works best for you.**



IMPORTANT NOTE: IF YOU CONTINUE THE ROLL-UP PROCEDURE BY PRESSING THE JOG BUTTON INSTEAD OF THE FOOT CABLE, THE MACHINE WILL NOT STOP AUTOMATICALLY AT YOUR PRE-SET LENGTH. BE SURE TO USE THE FOOT CABLE AFTER YOU HAVE STARTED THE CARPET SO THIS FUNCTION CAN PERFORM PROPERLY.

ROLLING UP THE CARPET STRAIGHT

➤ As long as your floor and machine are level and the main roll on the Left Hand Side Cradle is rolled up relatively straight, then the carpet will roll-up fairly straight on the Right Hand Side. If any of these three factors do not apply, then they should be corrected immediately. Minor coning or telescoping problems can be overcome quite easily. Have the operator move along the Right Hand Side of the machine near the front corner. As the carpet continues to come across and roll-up, the operator can adjust the carpet by hand in the cradle much like he would if he were rolling it up on the floor. This procedure eliminates any serious coning and as long as the carpet rolls up relatively straight on the Right Hand Side, your cut will be straight and square.



PRIOR TO CUTTING

- Prior to making your cut, there may be a slight buckle of carpet on the table. To eliminate this, turn the Right Hand Side Rollers into FWD and the Left Hand Side Rollers in REV, and then tap the Jog Button.
- Ensure that the measured length of the carpet on the Top Row of the Counter equals the preset length programmed into the Bottom Row of the counter.

NOTE: If you wish to give a couple of extra inches to the programmed cut, you can do so by pressing the Jog Button. If you try to step on the Foot Cable, the machine's rollers will not work because they are locked out after the pre-set length is reached. To re-activate the Foot Cable,

press the  (F2/RST) button on the counter.

CUTTING THE CARPET

- Turn Both Rollers Switches to the "OFF" positions - **VERY IMPORTANT!**
- Clear the area of any potential hazards (i.e. someone may be leaning on the machine or have their hand in the path of the Cutting Bar).
- Push and hold the Cutting Bar's Toggle Switch to FWD.
- Once the Cutter has completed the cut, release the Toggle Switch.
- Because it is a Two-Way Cutter, you do not have to return the Cutting Bar back to the home end of the machine for the next cut.



NOTE: Use extreme caution and common sense when activating the cutting bar. Should you need to stop the cutting bar's progress at any time during a cut, just release the toggle switch immediately.

WRAPPING THE ROLLS

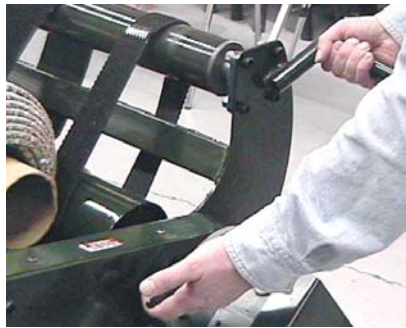
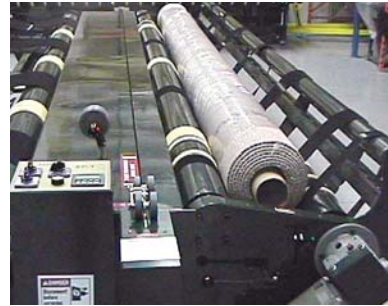
- To wrap your cut piece, turn the Right Hand Side Rollers to FWD and the Left Hand Side Rollers to OFF. Secure your stretch film or plastic under the edge of the carpet, step on the Foot Cable along the Right Hand Side of the machine, and wrap the roll accordingly. The same can be done to the balance roll on the Left Hand Side by turning the Left Hand Side Rollers in REV and the Right Hand Side Rollers to OFF.



REMOVING/DUMPING ROLLS FROM THE MACHINE

➤ Once cutting and wrapping is complete, you can now remove the cut piece from the machine's Right Hand Side Cradle without the need of a lift truck. Switch both the Left Hand Side and the Right Hand Side Rollers to OFF. While holding the Right Hand Side Cradle Handle with your right hand, pull up on the Black-handled Cradle Release Latch (located to the right of the machine's control panel) with your left hand and gently lower the Right Hand Side cradle to its DOWN position. Push the roll off of the machine and return the Right Hand Side Cradle to its **Normal** locked position.

NOTE: Heavier rolls and cuts should be removed with a lift truck, and not by way of the Dumping Mechanism, for safety and to avoid damage to your machine..



IMPORTANT NOTES:

➤ Although the Load Cradle (Left Side) is designed to handle rolls up to 28 inches in diameter, the Roll Up Cradle (Right Side) in its Normal position is designed to accept rolls only up to 24 inches in diameter. However, for larger rolls, you can shift the Right Hand Side Cradle to its Expanded Cradle position and engage the "Support Pin" at the far end of the machine (see Page 13 for details). In this expanded position, the Right Hand Side Cradle can now handle larger rolls (up to 28 inches in diameter). **ATTEMPTING TO ROLL UP ROLLS LARGER THAN THIS CAN CAUSE SERIOUS DAMAGE TO THE MACHINE AND IS NOT RECOMMENDED!**

➤ The roll capacities noted above along with the machine's overall performance will vary depending on the roll's weight, how tightly it is rolled, and whether or not it is slightly compressed or oblong around its circumference.

REVERSE ROLLING PROCEDURES

NOTE: When REVERSE ROLLING the carpet, follow the instructions listed in the **MAIN OPERATING PROCEDURES** section for **LOADING THE ROLL OF CARPET, PREPARING TO MEASURE** and **PROGRAMMING THE COUNTER**. Follow the instructions below for **STARTING THE ROLL UP PROCESS, ROLLING UP THE CARPET** and **MEASURING THE TAIL END OF THE CARPET** because they are done differently than previously listed. Then refer back to **ROLLING THE CARPET STRAIGHT, CUTTING THE CARPET** and **REMOVING THE ROLLS FROM THE MACHINE** as previously illustrated in the **MAIN OPERATING PROCEDURES** section of this manual.

- When Reverse Rolling or Back Rolling carpet, a cardboard core (no wider than 4 inches in diameter) **must** be used.
- With both Rollers in FWD, advance the carpet onto the Right Hand Side Cradle bringing the edge of the carpet to rest at about the middle of the cradle.
- Place your core into the cradle and flip the carpet up so it rests on top of and covers the left half of the core.
- Engage the Right Hand Side Cradle by raising it up and folding the cradle over the carpet so it pinches the carpet up against the core.



ROLLING UP THE CARPET

- With the carpet pinched in place, switch the Right Hand Side Rollers to REV and keep the Left Hand Side Rollers in FWD.
- Tap the Jog Button until the carpet starts to wrap itself around the core and completes about 3/4 of its first turn.
- At this time, lift up on the Reverse Roll Pressure Plates Handle located to the right of the main control panel. This will engage the series of stainless steel plates that run the length of the machine near the middle of the Right Hand Side Cradle.
- While gently holding this Handle in place, press the Jog Button to continue the advancement of the carpet. You will only have to hold the Handle in place for 1 or 2 seconds at which time you will see the plates actually force the carpet around the core. Once you see the carpet is starting to wrap around the core, release the Handle to its original position.



- Continue to press the Jog Button or Foot Cable and hold the Right Hand Side Cradle in the folded up position until you get 3 to 5 turns on the core, then return the Right Hand Side Cradle to it's original position.

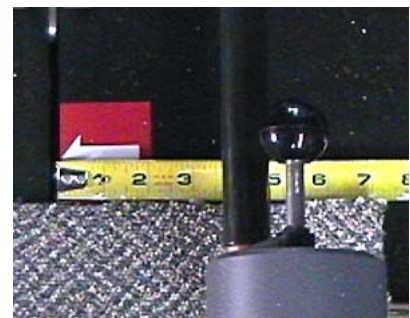
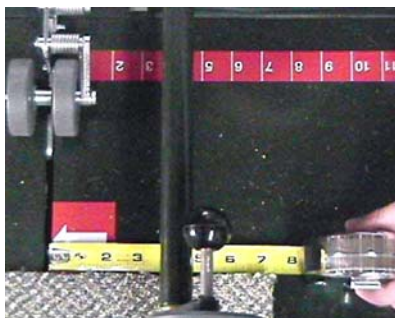
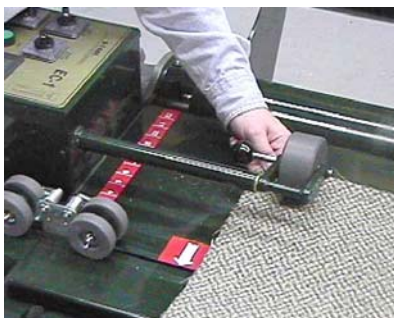


NOTES:

- If you are working with a stiffer backed carpet you may get better results by tapping the Jog Button instead of pressing and holding it down.
- Remember the difference between using the Jog Button and the Foot Cable with respect to the Pre-set programmed length - using the Jog Button will override this feature.
- Again, if the carpet buckles slightly during the initial start-up, you can eliminate this buckling by momentarily stopping the Left Hand Side Rollers and then quickly turning them back to FWD.
- **Reverse rolling takes a little more practice and patience, take your time and don't give up.**

MEASURING THE "TAIL END" OF THE CARPET

- You must remember that when measuring a full or partial roll, you have to take into account the last section or "tail end" of carpet that doesn't get measured by the Counter after the material passes over the Counting Wheel. Using a tape, measure the section of material between the back edge of the carpet and the Cutting Track, and add it to the amount that is already recorded on the Counter's Screen. Use the Conversion Table if necessary.

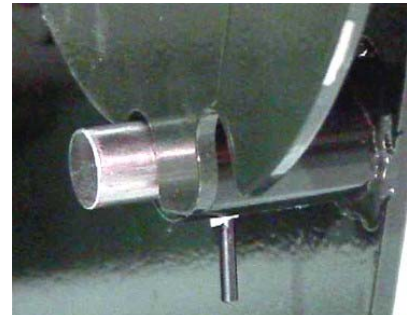
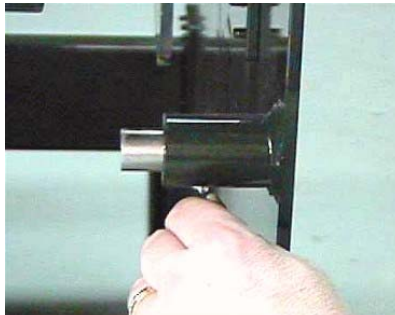
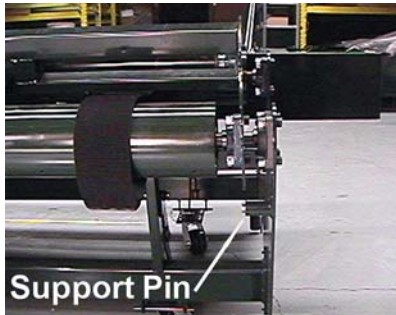


VINYL PROCEDURES

- Although Vinyl flooring can be handled in the same fashion as previously detailed in the carpet procedures, some of these exceptions or options may apply:
- Instead of loading the roll on the Left Hand Side with the edge coming up from the **Bottom**, you can also load the material with the edge coming over the **Top** with the "**Pattern**" facing up. In order to advance the vinyl across to the Right Hand Side, you will have to switch the Left Hand Side Rollers into REV and provide a little more manual assistance to help the material get started. This is a little tougher procedure and takes practice, but will obviously enable you to detect any flaws or damage to the vinyl's surface during operation.
- To avoid damaging your resilient vinyl flooring, we do not recommend using the "Dumping" mechanism on the machine's Right Hand Side. Dropping the roll to the floor from the machine's cradle can cause damage to the flooring, even if it is wrapped correctly. The use of a lift truck or manually by one or two employees is recommended for removing the roll from the machine.

"EXTRA SUPPORT PIN" ON ROLL-UP SIDE CRADLE

- Please note that your machine is equipped with an engageable "Support Pin" located at the back end of the machine's Roll-Up Side Cradle (Right Side). When engaged, this "pin" will provide additional support to the Roll-Up Side Cradle and help to minimize roll coning/telescoping, especially when handling larger rolls of material.



NOTES:

- If you wish to utilize this "pin", it must be engaged immediately after you get the carpet started on the Roll-Up Side Cradle (approx. 3-5 turns). You will not be able to engage the "pin" once a larger/heavier piece has begun to be rolled up! In addition, once the "pin" is engaged, you will no longer be able to fold up the Roll-Up Cradle or use the Roll Dump Mechanism on this cradle.
- Therefore, depending on your situation and specific needs at the time, you will need to anticipate prior to performing any roll-ups whether or not you wish to engage the "pin".

IMPORTANT SAFETY AND MAINTENANCE TIPS

- **USE EXTREME CAUTION AND CARE WHEN OPERATING THE MACHINE AT ALL TIMES. KEEP THE OPERATING AREA CLEAR OF ALL UNAUTHORIZED PERSONNEL AND POTENTIAL HAZARDS. YOUR "E-Z CUT" IS A MACHINE NOT A TOY, NEVER ALLOW CHILDREN NEAR IT!**
- **WHEN PERFORMING ANY MAINTENANCE WORK ON THE MACHINE, ALWAYS DISCONNECT THE MACHINE FROM ITS POWER SOURCE.**
- **ALWAYS MAKE SURE THE MACHINE IS LEVEL DURING OPERATION. AN UNLEVEL MACHINE MAY CAUSE CONING AND WALKING OF THE MATERIAL, AND DAMAGE TO THE MACHINE MAY OCCUR.**
- **WHEN THE MACHINE IS NOT IN USE, SWITCH BOTH ROLLERS TO "OFF". DISCONNECT THE MACHINE FROM ITS POWER SOURCE WHEN LEFT OVERNIGHT.**
- **IN THE EVENT OF AN ELECTRICAL STORM, THE MACHINE SHOULD BE UNPLUGGED TO PREVENT POTENTIAL DAMAGE TO THE ON-BOARD ELECTRONIC EQUIPMENT.**
- **WHEN THE MACHINE IS NOT IN USE, ALWAYS KEEP THE "COUNTER WEIGHT ARM" (LOCATED DIRECTLY ABOVE THE COUNTING WHEEL) IN THE "UP" POSITION.**
- **THINK BEFORE YOU ACT AND USE COMMON SENSE! SHOULD YOU BE UNSURE WITH ANY OF THE MACHINE'S OPERATING FEATURES, CALL OUR OFFICE DIRECTLY AT TOLL FREE 1-800-661-5156.**

ROUTINE MAINTENANCE SCHEDULE

DAILY:

- Check for any oil leakage from the gearboxes. If there is a leakage, discontinue the use of the machine and call E-Z CUT immediately
- Use an air pressure hose or a high-powered vacuum to clean out floor covering residue, fibres, and dust build-up from the cutting track and surface of machine.

BI-WEEKLY:

- Clean Under Front and Back Cutting Track Cover Plates - remove the cover plates and clean out floor covering residue, fibres, and dust build-up.
- Check that the screws that secure the Bladeholder to its base are always snug.

SCHEDULE "A" MAINTENANCE: (Perform Schedule "A" Maintenance after the first 3 and 6 months of operation and then every 6 months thereafter):

- Use the 1/8-inch and 5/32-inch Set Screw Wrenches (found in the back of this manual) to check that all visible Set Screws are tight. Pay particular attention to each Roller Bearing and each Gearbox Shaft.
- Check all Bearing Holder Bolts and Nuts.
- De-grease Cradle Locking Positions on Roll-Up side.
- Grease all 4 Caster Wheels.
- If the Cutter makes a vibrating (humming) sound when running lightly lubricate the Cutting Bar Cable with a water-based lubricant such as WD-40. Spray the Cable at the top of the middle pulley just under the cutting track. Run the Cutter back and forth a few times to work the lubricant in and then wipe off any excess.

SCHEDULE "B" MAINTENANCE: (Perform Schedule "B" Maintenance yearly):

- Change the oil in the Gearbox (refer to page 17 of this Manual).
- Check the Cutter's Cable tension by first positioning the Cutting Bar at the far end of the machine and removing the top cover panel at the front of the machine. Press down on the portion of Cable that is just past the front pulley. There should be about 1/2" to 1" of 'play' in the Cable. If there is more 'play' in the Cable or it appears very loose, contact an E-Z CUT representative immediately.

NOTES:

- **In order to maintain your machine's optimum performance and to ensure any potential machine problems are covered under the "E-Z CUT WARRANTY", the above procedures must be followed and adhered to at all times.**
- **The Roller Bearings are factory greased and do not require regular greasing.**

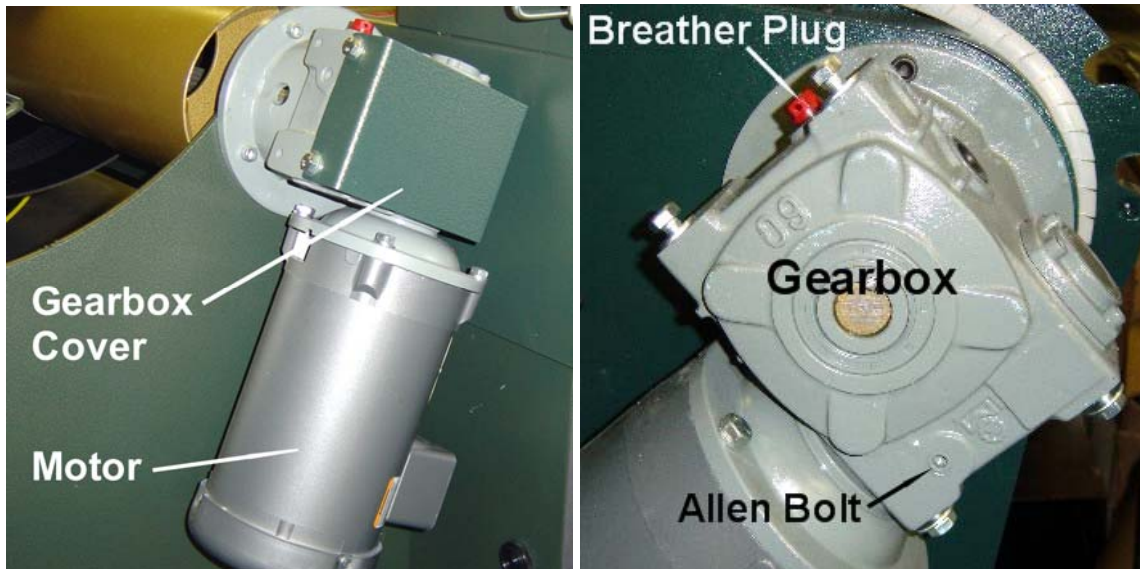
RECORD OF MAINTENANCE

Record Date of Delivery:			
Length Of Time Since Delivery:	Maintenance Required:	Maintenance Performed By:	Date:
3 Months	Schedule A		
6 Months	Schedule A		
1 Year	Schedule A And B		
1 Year 6 Months	Schedule A		
2 Years	Schedule A And B		
2 Years 6 Months	Schedule A		
3 Years	Schedule A And B		
3 Years 6 Months	Schedule A		
4 Years	Schedule A And B		
4 Years 6 Months	Schedule A		
5 Years	Schedule A And B		
5 Years 6 Months	Schedule A		
6 Years	Schedule A And B		
6 Years 6 Months	Schedule A		
7 Years	Schedule A And B		
7 Years 6 Months	Schedule A		
8 Years	Schedule A And B		

IMPORTANT NOTES:

- Always perform the daily and bi-weekly maintenance in addition to following this long-term maintenance schedule
- Continue to perform scheduled maintenance for the life of the machine.

GEARBOX OIL REPLACEMENT



Use 9 to 11 ounces of oil per gearbox for your EC-1. Due to the mounting configuration, the window on the gearbox cannot be used to monitor the amount of oil however you must ensure that the gearbox is never more or less than half filled with oil at all times! Quaker State Synthetic Gear Oil is recommended but any brand between 75W to 90W Synthetic Gear Oil or Synthetic High Pressure Gear Oil is acceptable.

1. Disconnect the electrical power supply to your machine.
2. Remove the gearbox cover. Cover the motor with a rag so oil does not seep into it. Remove the bottom front Allen bolt to drain oil. Ensure that the Allen bolt is put back in place when done draining.
3. Remove the red breather plug on top of the gearbox and fill with 9 to 11 ounces of oil. Ensure that the gearbox is about half filled with oil and reinstall the top breather plug and the gearbox cover.
4. Repeat steps 1, 2 and 3 to change the oil in the gearbox on the opposite side of the machine.
5. Ensure all plugs are in place, remove the rag from both motors and reinstall both gearbox covers before reconnecting power and operating the machine again.

BLADEHOLDER INSTRUCTIONS

- Remove the two Wing Nuts that secure the Cutter Wheels and slide them off the Shaft.
- Use the 5/32 Allen Wrench (found at the back of the Operator's Manual) to remove the two black screws that hold the curved Blade Lock in place.
- Remove the Blade Lock and slide the Blades off the locating pin.
- With the Blades removed, clean out any carpet debris or fibers from inside the Bladeholder.
- Re-position the Blades or dispose of them and replace with new ones.
- Reinstall the Blade Lock and Cutter Wheels.

NOTES:

- Due to the configuration of the Bladeholder, you should be able to use all four corners of each Blade before replacing them.
- The Wing Nuts and Setscrews on the Bladeholder should be checked at least once a day to ensure that they are tight. Activation of the Bladeholder coupled with numerous cuts can cause the Setscrews to loosen over time. This would result in your Bladeholder not performing as intended.

