Pitney Bowes

F731 Universal Feeder
F734/F735 High Capacity Loader

Operator Guide
English Version

Table of Contents

Chapter 1—Introduction

Chapter 2—Operation

Table of Contents

Contact Information

USA Contacts

Product Name - F731 (Universal Feeder) or F734 (High Capacity Loader)

- For frequently asked questions, go to: *www.pb.com* and click on **Customer Support**.
- To place requests for service or training, go to: *www.pb.com* and click on **My Account**.
- To order supplies and accessories, call the Supply Line™ at: 1.800.243.7824 or go to: *www.pb.com* and click on **Online Store**.
- To view and pay invoices online, go to: *www.pb.com* and click on **My Account**.
- To view inventory, go to: *www.pb.com* and click on **My Account**.
- For direct questions, call: 1.800.522.0020. Customer Service Representatives are available Monday through Friday, 8:00 AM - 8:00 PM ET.

Canada Contacts

Product Name - F731 (Universal Feeder) or F734 (High Capacity Loader)

- For frequently asked questions or to order supplies, go to: *www.pitneybowes.ca*
- For direct questions, call: 1.800.672.6937. Customer Service Representatives are available Monday through Friday, 8:30 AM - 4:00 PM ET.

Other Country Contacts

- If you require help or wish to purchase supplies for your system, contact your machine supplier.
- Contact information for all European Pitney Bowes companies is given in a separate publication supplied with your system.
- If your system has been provided by a dealer or company outside the European area, contact details will be on the rear cover of this guide, or on a label fixed to the machine.

1 • Introduction

This chapter lists the key features of your system, and presents important safety information.

1 • Introduction

Important Safety Notes

Follow the normal safety precautions for all office equipment:

- It is strongly recommended that you use only Pitney Bowes approved supplies, in particular aerosol dusters. Improper storage and use of aerosol dusters or flammable aerosol dusters, can cause an explosive-like condition that could result in a personal injury and/or property damage. Never use aerosol dusters labelled flammable and always read instructions and safety precautions on the duster container label.

- To obtain supplies, please contact our Supply Line™ to place orders. Material Safety Data Sheets can be obtained on the web or from our Supply Line™. Refer to the Contact Information List for more information.

- Use the power cord supplied with the machine and plug it into a properly grounded wall outlet located near the machine and easily accessible. Failure to properly ground the machine can result in severe personal injury and/or fire.

- Avoid touching moving parts or materials while the machine is in use. Keep hands, loose clothing, jewellery and long hair away from all moving parts.

- Do not remove covers or defeat safety interlock switches. Covers enclose hazardous parts that should only be accessed by properly trained service personnel. Immediately report to service any damaged or non-functioning components that renders the unit unsafe.

- Place the unit in an accessible location to allow for proper venting of the equipment and to facilitate servicing.

- The power cord wall plug is the primary means of disconnecting the machine from the AC supply.

- Do not use an adapter plug on the line cord or wall outlet.

- Do not remove the ground pin from the line cord.

- Avoid using wall outlets that are controlled by wall switches, or shared with other equipment.

- Do not route the power cord over sharp edges or trap between furniture.

**Important
Safety Notes
(continued)**

- Ensure there is no strain on the power cord and that it does not become jammed between the equipment, walls or furniture.

- Be certain the area in front of the wall receptacle into which the machine is plugged is free from obstruction.

- Before clearing a stoppage, be sure machine mechanisms come to a stop.

- When removing stalled material, avoid using too much force to protect against minor personal injury and damaging equipment.

- To prevent overheating, do not cover any vent openings.

- Operation of this equipment without periodic maintenance will inhibit optimum operating performance and could cause the equipment to malfunction. Contact your machine supplier for required service schedule.

- Read all instructions before attempting to operate the equipment.

- Use this equipment only for its intended purpose.

- Always follow the specific occupational safety and health standards for your workplace.

1 • Introduction

A note to the Operator

These instructions explain how to setup and use the Model F731 Universal Feeder and the optional Model F734/F735 High Capacity Loader. Please spend a few moments reading through them; understanding what the system does and how it does it will keep problems to a minimum and help you get the best performance from it and the DI900/DI950 inserting system of which it is a part.

Before setting up and using the system, you should be thoroughly familiar with its controls, programming options and setup procedure. You should also be thoroughly familiar with each component of the DI900/DI950 system (see the DI900/DI950 Operator Guide supplied with the system).

About Your System

The F731 Universal Feeder

The F731 is used as part of the Pitney Bowes DI900/DI950 Inserting System. It takes laser printed, or pre-printed cut sheet forms and efficiently collates them into customer sets. It can also feed single booklets up to 4mm (0.16") thick. OMR/BCR/OCR/2D Matrix scanning ensures complete integrity and confidentiality of the sets.

Standard Features

The F731 offers an impressive array of standard features. Among them:

- Bottom feeding of material
- Variable speed control
- Overcount control
- Automatic double document detection
- Job storage - up to 99 jobs available
- Multi-function operator controls
- Easy to use self prompting display
- Out of material and jam detection
- Resettable sheet counter
- Batch count control
- Operator selectable scan line increments: 1/6", 1/8", 1/10" and 'User Definable' (if OMR scanning is fitted)

The F734/F735 High Capacity Loader

The optional F734/F735 High Capacity Loader takes laser printed or pre-printed cut sheets and conveys them to the feeder deck of the F731 Universal Feeder. The F734 and F735 are identical with the exception that the F734 is designed to handle US 'Letter' sized sheets, whereas the F735 handles DIN A4 sized sheets.

After loading material into the F734/F735, operation is controlled by the F731 Universal Feeder, as a result of which the F734/F735 will only convey material when instructed to do so by the Universal Feeder.

In the event of a material stoppage in the Universal Feeder, the F734/F735 High Capacity Loader will stop.

Standard Features:
- High Capacity, up to a maximum of 4,500 sheets
- Automatic start/stop – Controlled by downstream F731 Universal Feeder
- Automatic paper flow control
- Automatic material detection
- Fully interlocked covers
- Operator adjustment to accommodate 'curled material'

F731 Universal Feeder

F734/F735 High Capacity Loader

1 • Introduction

System Components - F734/F735

1 Front Cover

Provides access to the loading area of the machine. The cover is interlocked to prevent machine operation when opened.

2 Material Support Plate

This is used to support the material and to keep it upright when loading material. Move the plate to the left, load material, move the plate against the material then prepare more material for loading.

3 Pressure Assembly

This assembly will only move when the Front Cover is CLOSED. To load material, move the Pressure Assembly to the left. After loading, move the Pressure Assembly against the material. When the machine is in operation, the Pressure Assembly will automatically monitor the amount of material and ensure that a constant pressure is applied in order to ensure continuous, uninterrupted material feed.

4 Pressure Assembly Interrupt

Operation of this plate will interrupt the movement/operation of the Pressure Assembly and can be used by the operator during the material loading process.

5 Material Exit Area

Provides access to the material exit area for clearing stalled material. The cover is interlocked to prevent machine operation when open. The Guide Strips shown are optional and are only used for 'difficult' material.
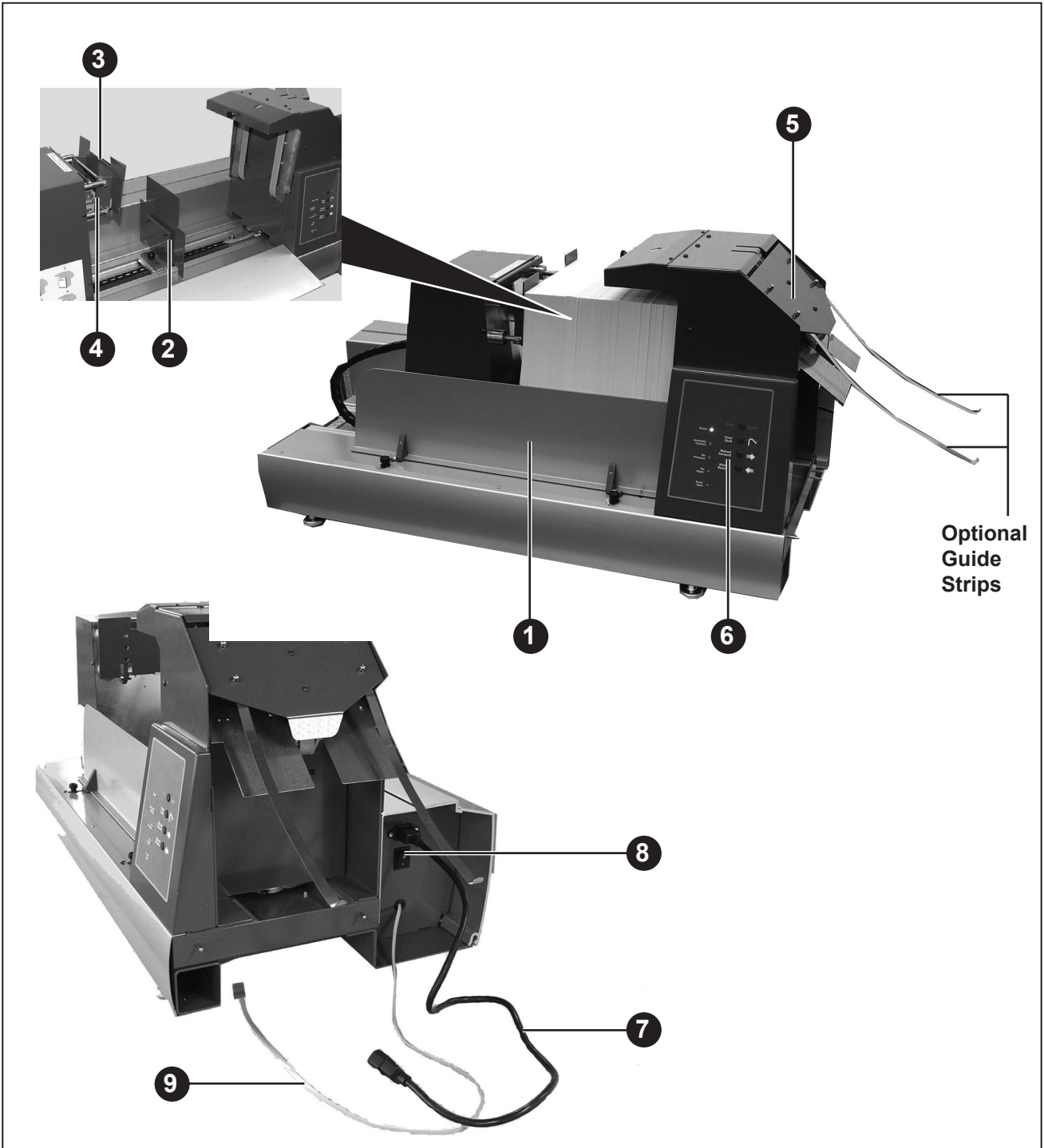
6 Control Panel

Operator controls are conveniently grouped on the front of the High Capacity Loader. Four controls govern all loading and paper handling functions. See page 1-10 for details.

7 Power Cord

Connect to the F731 power outlet. See the safety information on page 1-2 before connecting the mains cord.

8 Main Power Switch

Applies power to the F734/F735 High Capacity Loader. This switch is not accessible when the F734/F735 is docked to the F731 Universal Feeder. When docked, it should be left in the ON position. The F731 power switch will then control power to both modules.

9 **System Connector**
This should be left connected to the F731 at all times. In particular, NEVER disconnect it with power applied to the F731 or damage to the machine may result.

Optional
Guide
Strips

System Components - F731

1 Top Cover
Provides access to the accumulation area for making adjustments or clearing stalled material. The cover is interlocked to prevent machine operation when open.

2 Feed Deck
Equipped with side guides and separator assembly.

3 Control Panel
Operator controls are conveniently grouped on the front of the feeder. Five multi-function controls govern all programming and paper handling functions. See page 1-12 for details.

4 Operator Display
The display prompts you through the programming process, shows a list of available programs and displays error messages.

5 Accumulation Area
Area of the feeder where sheets are collated into sets prior to being fed into the DI900/DI950 system.

6 Main Power Switch
Applies power to the F731 Universal Feeder.

7 Feeder Head Adjustment Controls (a, b and c)
Adjusts the separator and feed mechanisms so that single items of material are fed into the accumulation area. Control **c** adjusts the initial separation of the material being run. Controls **a** and **b** adjust the feed (take-away) of the single piece of material to the accumulation area.

8 Feeder Side Guides and Control
Used to control the material being fed into the system. Rotate the control to adjust the guides.

9 Loader Control Sensor (t)
This sensor is only supplied if an F734/F735 High Capacity Loader is used in the system. It must be fitted onto the F731 Feeder Head (as shown in the illustration) whenever the F734/F735 is being used. If the F731 Universal Feeder is being used without the F734/F735, the sensor must be removed from the Feeder Head and stored in the two slots in the F731 Rear Cover

Sensor Fitted   Sensor Stored
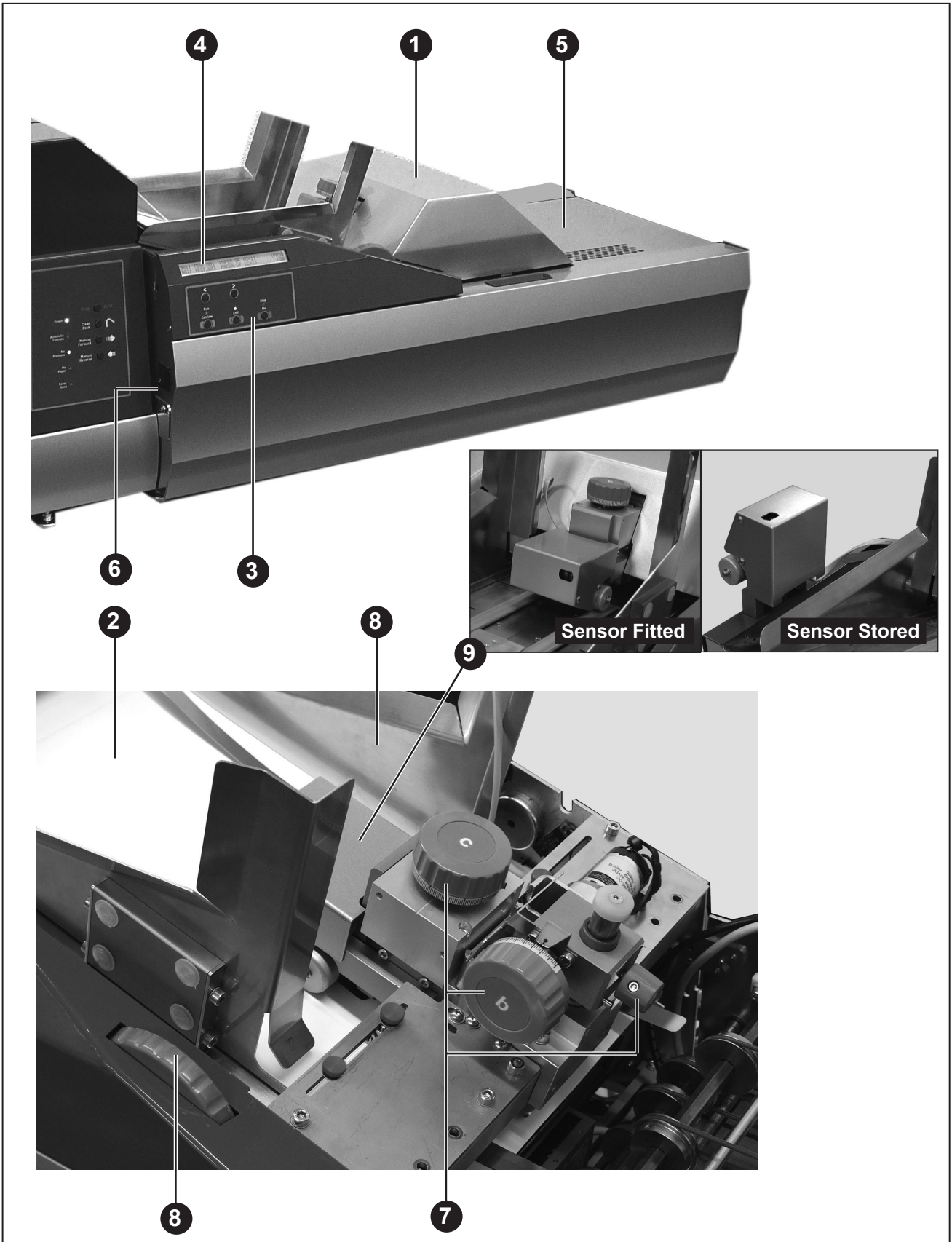
Operator Controls - F734/F735

Manual Reverse Button

With ALL covers closed, press and hold the Manual Reverse Button, the Pressure Assembly will move to the left. Releasing the button will stop movement of the Pressure Assembly.

When loading material, you will need to move the Pressure Assembly as far to the left as is required in order to load your material. When the Manual Reverse Button is pressed, the No Pressure Indicator light will stay ON.

Manual Forward Button

With ALL covers closed, press and hold the Manual Forward Button, the Pressure Assembly will move to the right. Releasing the button will stop movement of the Pressure Assembly.

After loading material, you will need to move the Pressure Assembly to the right until it contacts the material, and the No Pressure Indicator light goes OUT.

Clear Deck Button

With ALL covers closed, press and hold the Clear Deck Button. The drive motors will transport any remaining material out of the machine. Under normal circumstances it is not necessary to use this button, as the material would automatically feed out into the F731 Universal Feeder. However, at the end of a material run, if some material remains in the machine, use the Clear Deck button to remove it.

Stop/Auto Button

Use this button to set the machine for Automatic operation, after loading the material. Whenever the Auto mode is active, the Automatic Controls Indicator light will be ON. If a material stoppage is detected on the F734/F735, automatic operation is stopped and all the yellow indicator lights on the Control Panel will FLASH. To reactivate the Automatic mode, simply press the Stop/Auto Button once.

When the F734/F735 High Capacity Loader is in Auto mode, pressing this button will stop it immediately.

Power Indicator

The Power Indicator light will stay ON whenever power is applied to the machine, and the Main Power Switch is ON.

Automatic Controls Indicator

This light will be ON whenever the machine is in Automatic mode.

No Pressure Indicator

This light will be ON whenever there is insufficient pressure on the material.

No Paper Indicator
This light will be ON whenever the material supply is exhausted.

Cover Open Indicator
This light will be ON whenever any of the interlocked covers are open.

F734/F735 High Capacity Feeder Control Panel

Operator Controls - F731

Arrow Buttons <>

1. In the operating mode, scroll through available (up to 99) programs in the program list.
2. In programming mode, select alpha or numeric characters or other variable settings.

Run Confirm (Green)

In the programming mode, answers YES to prompts.

After set-up with the pre-run adjustments, operation of the SYSTEM will be through the DI900/DI950 Inserter control panel. This includes both single cycle (Trial Piece) and continuous operation.

Exit (Blue)

Used when advancing through options in the programming mode.

Stop/Clear Deck (Red)

In the programming mode, answers NO to prompts; also acts as a STOP button during continuous operation.

If material is in the accumulation area of the F731 i.e. the last set in a job run, pressing this button will eject the material through the DI900/DI950 Inserting System.
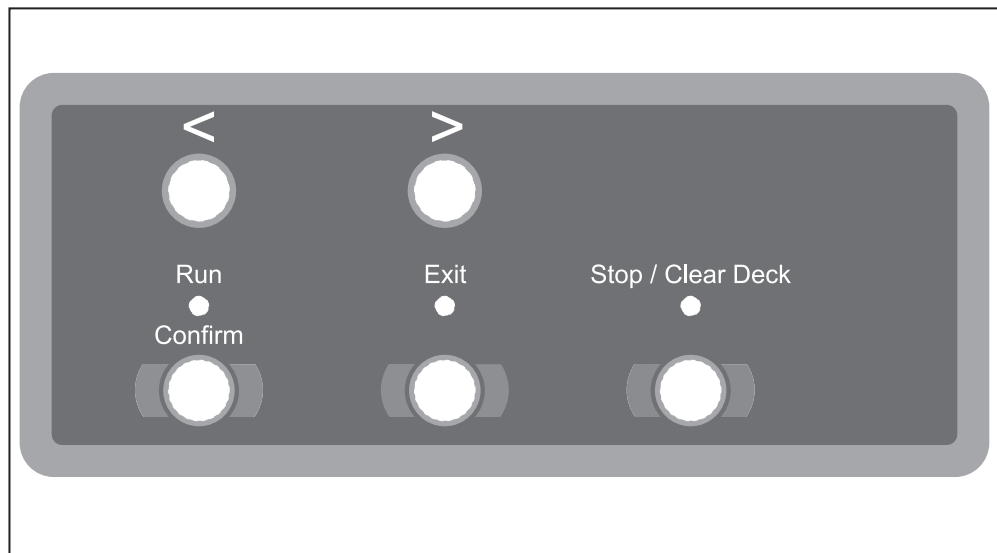
F731 Universal Feeder Control Panel

2 • Operation

This chapter tells you how to setup, load and run the F734/F735 High Capacity Loader and the F731 Universal Feeder.

F731 Universal Feeder Setup

This section explains how to select a program and set the F731 for the material being run:

NOTE:

A support latch will engage each time the Top Cover is opened.

It is necessary to manually release this latch in order to close the Top Cover.
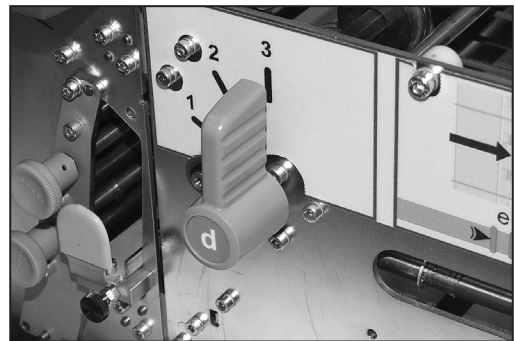

Accumulator Input Frame Position

Lower the F731 Front Cover.

Set lever **d** to the required position:

 3 for sheets

 2 for thin booklets up to 2.5mm (3/32") thick

 1 for thick booklets up to 4mm (5/32") thick

Close the Front Cover.

Accumulator Ramp Height

Open the Top Cover.

The ramp must be set to the raised position for sheets or the lowered position for booklets. Simply grasp the ramp and set it to the required position.
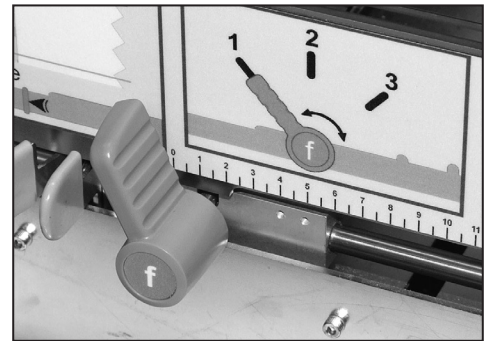

Raised for sheets

Lowered for booklets

NOTE:

If the reverse accumulator kit is fitted to your machine, the ramp height has three settings controlled by the position of the lever **f** located inside the Front Cover:

1 for reverse accumulate of sheets i.e. sheet order …3, 2, 1,

2 for booklets

3 for forward accumulate of sheets i.e. sheet order 1, 2, 3….

Power Up

Before turning the system ON, refer to the Important Safety Notes on page 1-2.

Turn the F731 Main Power Switch ON. The F731 will momentarily display the version number of the software, and then show the listing of available programs. The **Exit (Blue)** indicator will light.

Program Listing

```
012: JOB1      PAPER/DF C=1         <PROG
013: JOB2      PAPER/DF C=1           USB
```

USB indicates that the USB link to the DI900/DI950 Inserter is operational.

HINT:

If nothing happens, turn the Main Power Switch OFF. Make sure all covers are closed, then turn the Main Power Switch ON again.
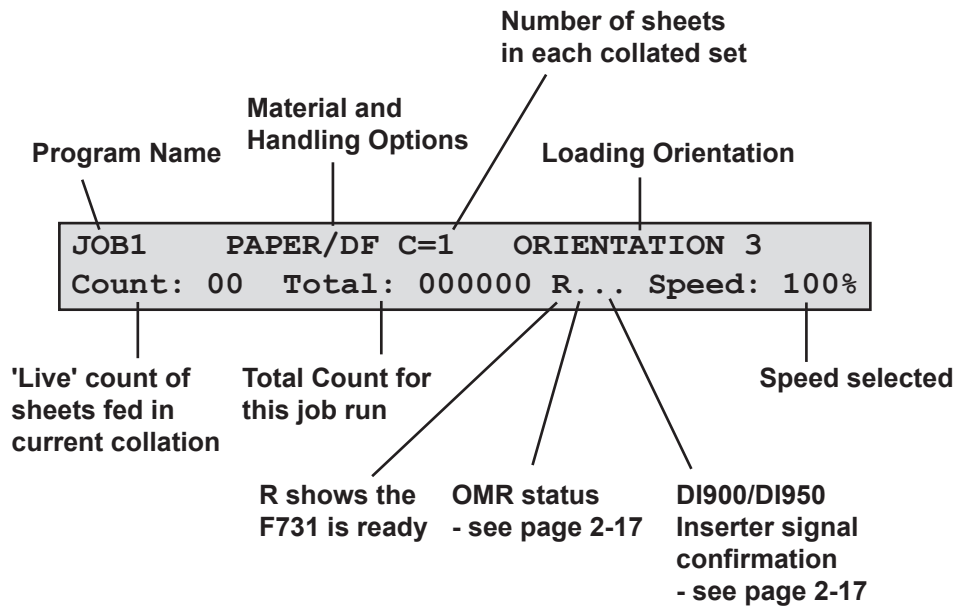
2 • Operation

Select the Program

The instructions which follow assume that the program you want is available from the list in the machine's memory. If necessary, see 'Adding a Non-Scanning Program' on page 3-2, or 'Adding a Scanning Program' on page 3-5 for programming instructions.

The display will show the last program run on the top line. Use the **Arrow Buttons** to scroll through the list of available programs.

To select a program, scroll so it appears on the first line of the display as indicated by the arrow and **<PROG** prompt. Press the **Green** button to select the program.

```
New program. Pre run adjustments?
Green=YES          Blue=EXIT          Red=NO
```

The display asks if you wish to run pre-run adjustments. If this is a new job, press **Green** and carry out the adjustments as described on pages 2-5 to 2-13. If it is the current job, or the pre-run adjustments have already been completed, then press **Red**.

Number of sheets
in each collated set

Material and
Handling Options   Loading Orientation

Program Name

```
JOB1     PAPER/DF C=1    ORIENTATION 3
Count: 00  Total: 000000 R... Speed: 100%
```

'Live' count of   Total Count for   Speed selected
sheets fed in   this job run
current collation

R shows the   OMR status   DI900/DI950
F731 is ready   - see page 2-17 Inserter signal
                                 confirmation
                                 - see page 2-17

The display shows the program selected and the main program options.

To set speed, use the **Arrow Buttons** until the speed you want is displayed. You may need to adjust the speed when running booklets or certain paper finishes.

Loading Orientation

The Loading Orientation is shown when you select a program. There are four possible loading orientations:

1 Face up, bottom first

2 Face up, top first

3 Face down, bottom first

4 Face down, top first

When feeding individual pieces of material during setup, or when loading material prior to a job run, it is important to observe the correct loading orientation for the program selected.

Feeder Side Guides Adjustment

Rotate the Feeder Side Guide adjusting wheel anticlockwise until the side guides are wider apart than the material to be run.
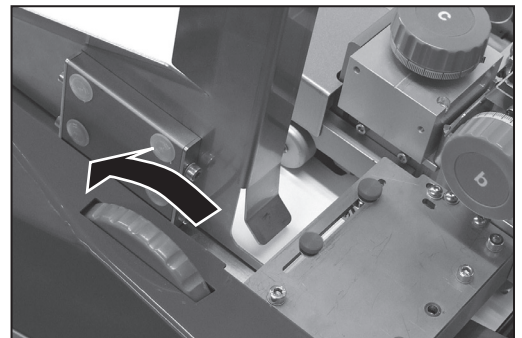
Place a sheet or booklet onto the Feed Deck.

Turn the Feeder Side Guide adjusting wheel clockwise to close the side guides up to the sheet or booklet, then turn it anticlockwise 6 notches allowing an overall clearance of approximately 3mm (0.1") between the material and guides.
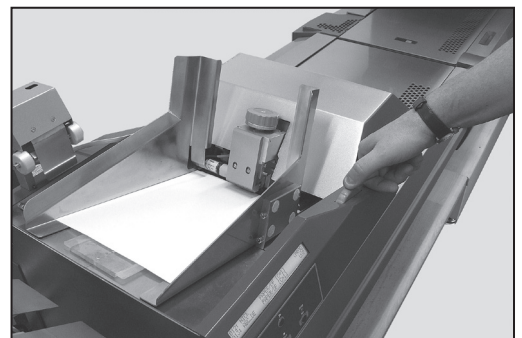
2 • Operation

Set the Scanning Head

The Scanning Head is used to read OMR/BCR/OCR/2D Matrix scan marks printed on your material. If you are using this option, carry out the following settings. If you don't use this option, continue with 'Setting the Material Guide Fingers' on page 2-10.

Side to Side Adjustment of OMR Scanners

Bottom Scanning

Connect power and turn ON. Open the Top and Front Covers.

Open the separator. Unlock lever **a**, turn knob **b** clockwise as far as it will go and hold in position while locking lever **a**.
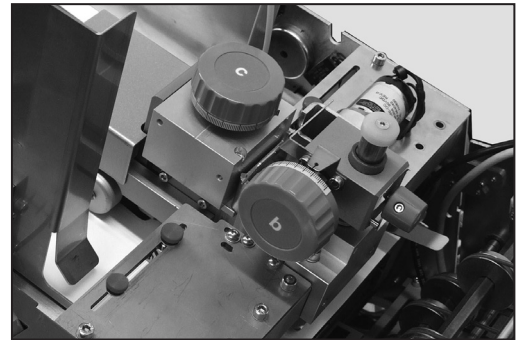
The OMR scan marks are read from the underside of the sheet and so to be able to set the scanner position, you must mark their position on the upper face of the sheet.

Slide a sheet under the separator and observe the scanner beam on the sheet.

Adjust the scanner side to side until the beam is centred on the scan marks. Use the top adjusting knob for rear scanning and the lower knob for front scanning.

Close the covers.
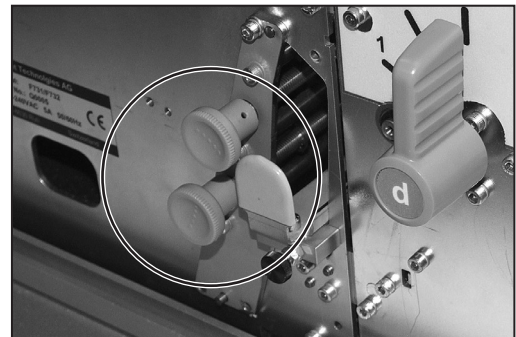
Top Scanning
Connect power and turn ON. Open the Top Cover.

Open the separator. Unlock lever
a, turn knob **b** clockwise as far as
it will go and hold in position while
locking lever **a**.

Slide a sheet under the separator
and observe the scanner beam on
the sheet.

Adjust the scanner side to side
until the beam is centred on the
scan marks. Loosen the knurled
knob shown, align the scanner and
retighten the knob.

Close the cover.

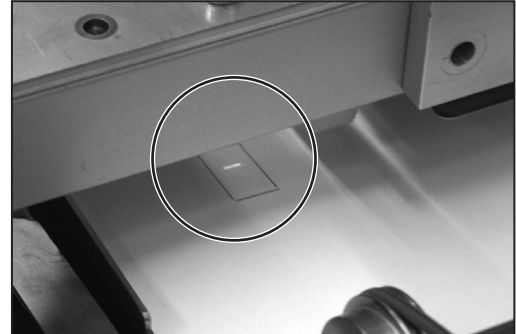*Side to side Adjustment of BCR Scanners*

Bottom Scanning

Connect power and turn ON. Open the Top and Front Covers.

Open the separator. Unlock lever **a**, turn knob **b** clockwise as far as it will go and hold in position while locking lever **a**.
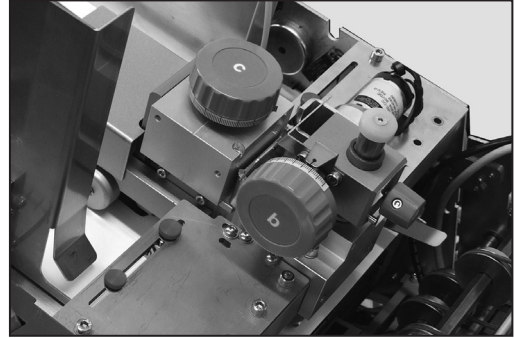
The BCR marks are read from the underside of the sheet and so to be able to set the scanner position, you must mark their position on the upper face of the sheet.

Press the **Green**, **Blue** and **Red** buttons at the same time to enter the Menu. Use the **Arrow Buttons** to select 'User Menu', then press **Green** to confirm. Use the **Arrow Buttons** to select 'BCR Test', then press **Green** to confirm.

If your system has more than one BCR scanner, use the **Arrow Buttons** to select 'BCR Location', then press **Green** to confirm. Select the location of the scanner you wish to test, then press **Green** to confirm.

Slide a sheet under the separator and observe the scanner beam on the sheet.

Adjust the scanner side to side until the marks are centred on the beam area.

Unscrew the locking knob **1**. Grasp handle **2**, slide the scanning head out and reposition the scanning head. Slide the unit back into the machine and check the alignment.

When in 'BCR Test', the scanner red lights will flash slowly. If the code is read successfully i.e. the scanner is correctly aligned, the lights will flash faster and the characters read will display on the operator display.

When the scanner is positioned correctly, tighten locking knob **1**.

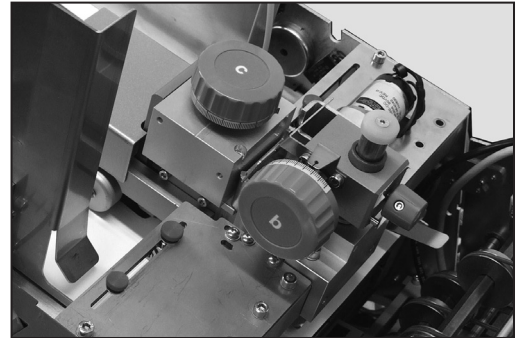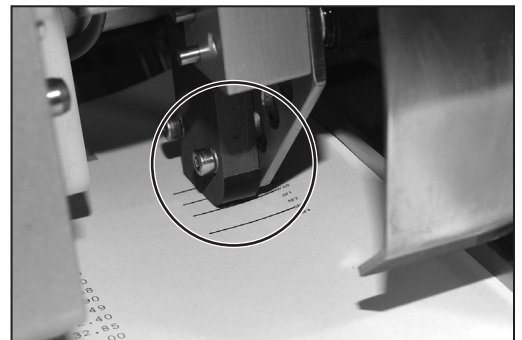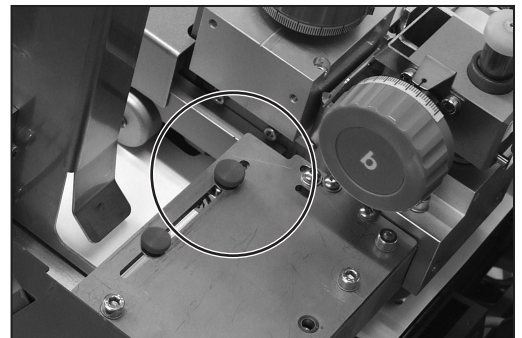Exit from the User Menu and close the covers.

Top Scanning

Connect power and turn ON. Open the Top Cover.

Open the separator. Unlock lever **a**, turn knob **b** clockwise as far as it will go and hold in position while locking lever **a**.
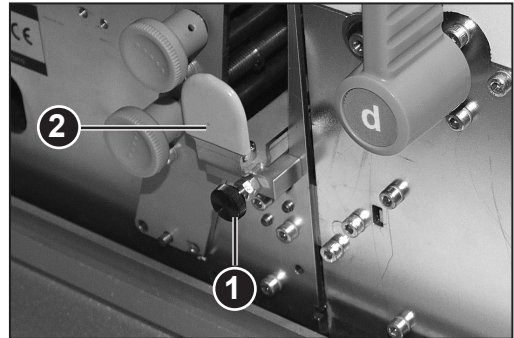
Press the **Green**, **Blue** and **Red** buttons at the same time to enter the Menu. Use the **Arrow Buttons** to select 'User Menu', then press **Green** to confirm. Use the **Arrow Buttons** to select 'BCR Test', then press **Green** to confirm.

If your system has more than one BCR scanner, use the **Arrow Buttons** to select 'BCR Location', then press **Green** to confirm. Select the location of the scanner you wish to test, then press **Green** to confirm.

Slide a sheet under the separator and observe the scanner beam on the sheet.

Adjust the scanner side to side until the marks are centred on the beam area.

When in 'BCR Test', the scanner red lights will flash slowly. If the code is read successfully i.e. the scanner is correctly aligned, the lights will flash faster and the characters read will display on the operator display.
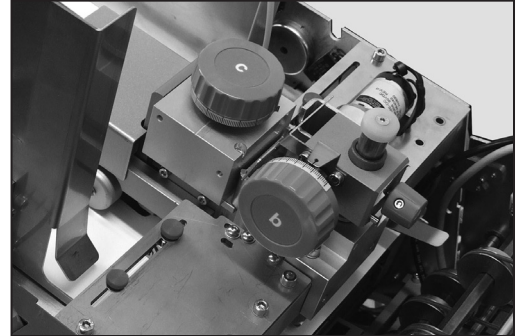
When the scanner is positioned correctly, exit from the User Menu.

Close the cover.

2 • Operation

Setting the Material Guide Fingers

Open the Top Cover.

The guide fingers can be raised or lowered into one of three detented positions, depending on the material being run:

Lowered for sheets.
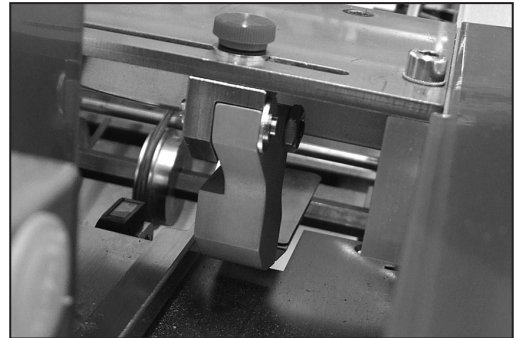
Mid position for thin booklets of approx. 2.5mm (3/32") thickness.
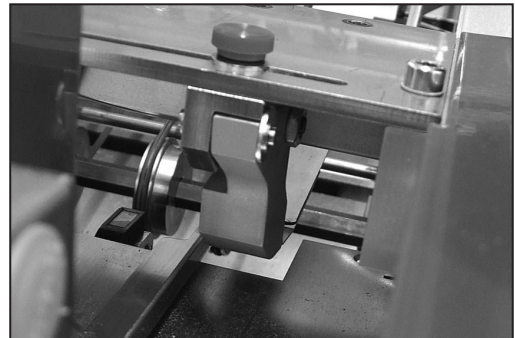
Raised for thick booklets up to 4mm (5/32") thickness.
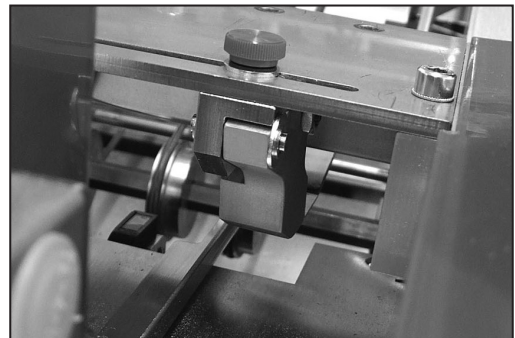
Loosen the knurled locking knobs and adjust the guide fingers side to side to control material. If bottom scanning is being used, one of the guide fingers must be positioned directly above the scanning head to control the material as it is scanned.

Close the cover.

Feeder Head Adjustment for cut sheets and booklets up to 2.5mm (3/32") thick

Open the Top Cover.

Turn knob **c** anticlockwise until it stops.

Unlock lever **a** and, with no material in the feeder, let the Feeder Head come to rest.
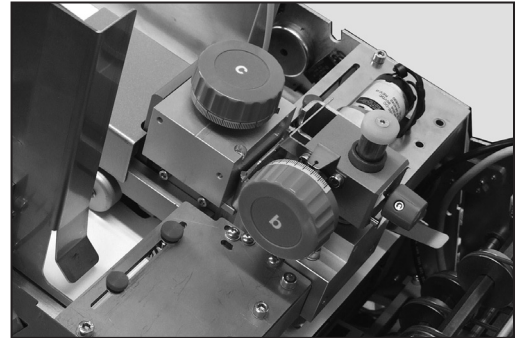
Turn knob **b** anticlockwise as far as it will go, hold knob **b** in place and lock lever **a**.

Close all covers and press the **Run Confirm (Green)** button to make the feeder motor run.

Take two pieces of the material to be run and feed them, by hand, into the separator. If both pieces feed completely under the separator, pull them out and tighten knob **c** clockwise slightly.

Repeat the previous step until only one piece feeds completely and the second piece is held back.

Feeder Head Adjustment for booklets 2.5mm (3/32") thick or greater

Open the F731 Top Cover.

Turn knob **c** anticlockwise until it stops.

Unlock lever **a**, then turn knob **b** clockwise all the way and hold.

Place a booklet all the way under the first and second rollers.

Release knob **b** so that the Feeder Head rests on the booklet.

Rotate knob **b** anticlockwise 8 divisions on the scale and hold in this position whilst locking lever **a**.

Try to slide a second booklet under the separator. If it goes under, pull it back and turn knob **c** clockwise enough that a second booklet cannot slide under the separator.

Close the cover.

Transport Material to Accumulator

Lower the Front Cover and turn knob **g** anticlockwise to open the Accumulator Side Guides. Close the Front Cover.

Load a sheet or booklet.

Press **Run Confirm (Green)** until a piece is fed into the accumulator area.
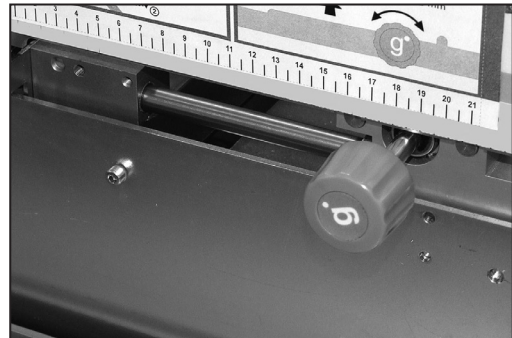
Setting the Accumulator Side Guides

Raise the F731 Top Cover and lower the Front Cover.

Rotate knob **g** clockwise to set the Accumulator Side Guides. The correct setting allows approximately 3mm (0.1") overall clearance so that the material is controlled but not restricted.

Accumulator Ramp Adjustment

Ensure a piece of material is in the accumulator area as in the Accumulator Side Guide setting above.

Squeeze the tabs **e** together and slide the ramp until the yellow indicators on the ramp align with the material rear edge.
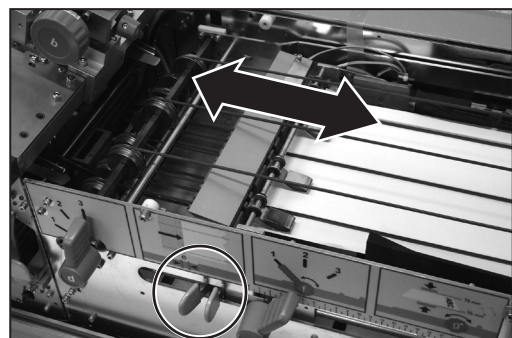
Close all covers.

Deactivate Inline Test?

The normal response to this is to select **Green** to deactivate, and the material will transport from F731 to the Inserter.

TIP:

Should you want to test any aspect of the job setup before the material is transported to the inserter, select Red (No) to the prompt and the sheets will be stacked in the F733 Outsort Tray.

Load Paper

You only need to carry out this step if you are NOT using the F734/F735 High Capacity Loader. If the loader IS being used, it will automatically load sheets onto the F731's Feed Deck. See F734/F735 setup on the next page.

Flex and aerate the material stack to ensure good separation.
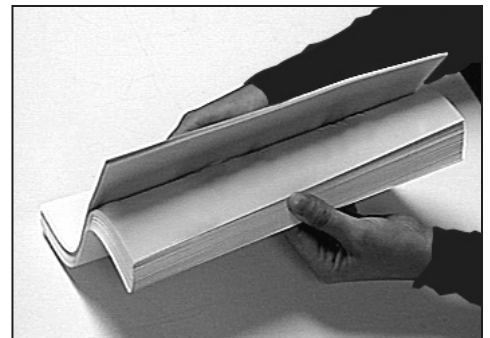
Position the stack on the Feed Deck in the correct orientation for the job being run:

1   Face up, bottom first
2   Face up, top first
3   Face down, bottom first
4   Face down, top first

IMPORTANT: Fan the paper stack as shown in the photograph.

TIP:

When initially loading the paper stack, load about 200 sheets then fully load the feeder once you commence operation. The F731 can be reloaded while the system is in operation.

If you are not using a F734/F735 High Capacity Loader, go straight to 'Set the DI900/DI950 System' on page 2-16.

F734/F735 High Capacity Loader Setup

The F734/F735 High Capacity Loader is an optional unit. If you are not using the loader, continue with 'Set the DI900/DI950 System' on page 2-16.

Make sure the Loader Control Sensor **t** is located onto the F731 Feeder Head.
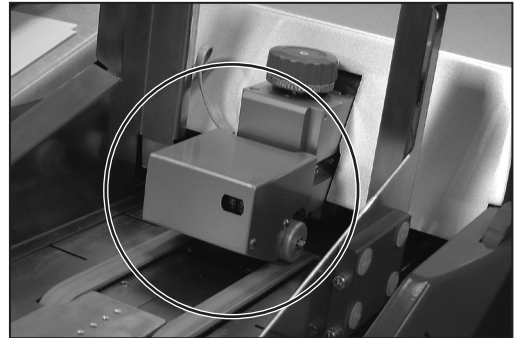
Press and hold the **Manual Reverse Button** until the Pressure Assembly is far enough to the left.
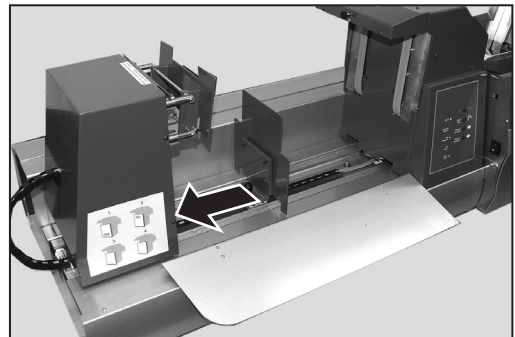
Open the Front Cover and move the Material Support Plate to the left.

Before loading material, you need to ascertain its loading orientation. This depends on the job settings. The F731 job display will indicate which loading orientation is required for the job (numbered 1 to 4).

The four possible loading orientations are illustrated on a label located behind the F734/F735 Front Cover:

1   Face up, bottom first (as fed into the F731 feeder)

2   Face up, top first (as fed into the F731 feeder)

3   Face down, bottom first (as fed into the F731 feeder)

4   Face down, top first (as fed into the F731 feeder)
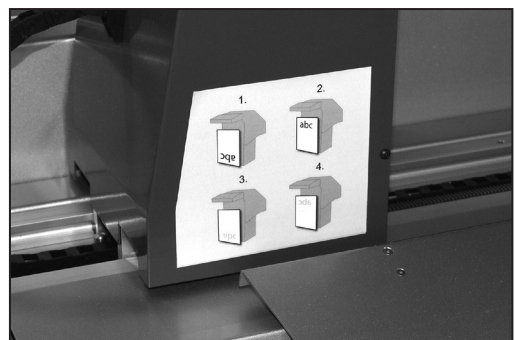
Load material up against the right hand side of the loader flat against the Feed Belts.
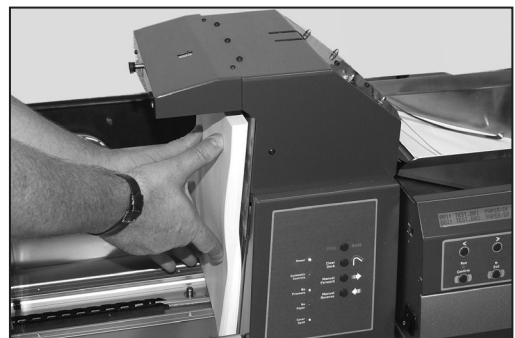
Push the Material Support Plate up against each individual batch of material during the loading process to support it while you fetch the next batch.
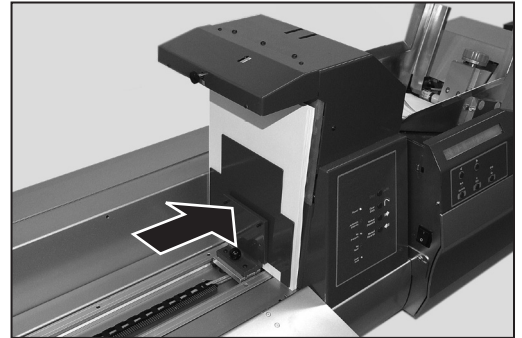
Important Loading Tips

- When loading the first batch of sheets, do not slide the material in from the front across the Feed Belts, as this will cause the first couple of sheets to twist and jam. Instead move the paper from left to right, up to the Feed Belts. For subsequent batches of material you can slide the sheets in from the front, between the material already loaded and the Material Support Plate.

- Once you have completed the loading process, it is recommended that you push the entire paper stack towards the right using the Material Support Plate. This will ensure that the material stack is kept upright and that all the air is removed from between the individual sheets.
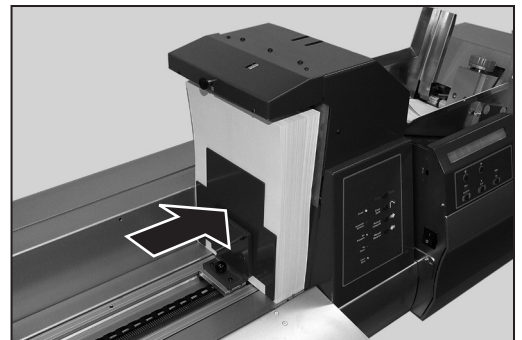
If the material is curled along the top edge, the separation can be adjusted by rotating the Separator Adjustment Knob as required. Rotate the knob anticlockwise for curled material, but move the knob in small increments – 2 to 3mm (approx.. 1/10") maximum.
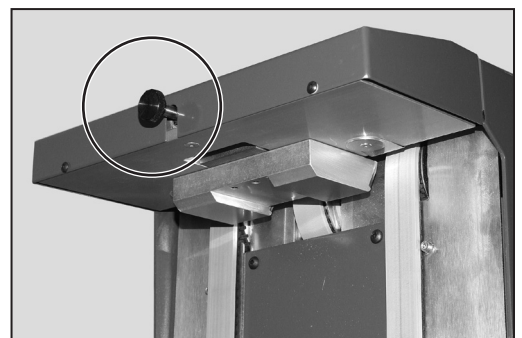
Close the Front Cover.
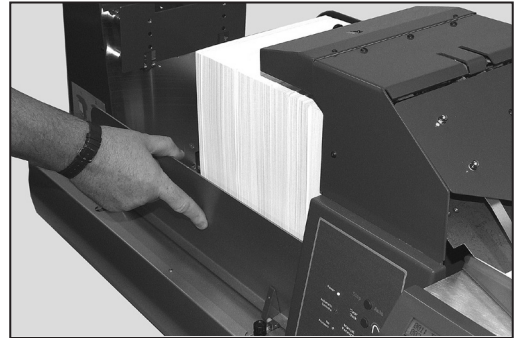
Press and hold the **Manual Forward Button** until the Pressure Assembly is fully to the right, and the No Pressure Indicator light is OFF.

Press the **Stop/Auto Button**. The Automatic Controls Indicator light will now be ON. The machine is ready.

Set the DI900/ DI950 System

You must now set the rest of the DI900/DI950 system to accept the material from the F731. Details are given in the separate DI900/DI950 Operator Guide.

Running the System

Once a program is selected and material loaded, **the F731 is controlled by the DI900/DI950 Inserting System's control panel. Use the DI900/DI950 controls to run a Trial Piece and to start and stop continuous operation.**

If the F731 is running an OMR program, three blocks will show on the display as illustrated below. When running non-OMR jobs, blocks 2 and 3 only will show on the display.

```
JOB1     PAPER/DF C=1    ORIENTATION 3
Count: 00  Total: 000000 R■■■ Speed: 100%
```

Block 1 ───────
Block 2 ───────
Block 3 ───────
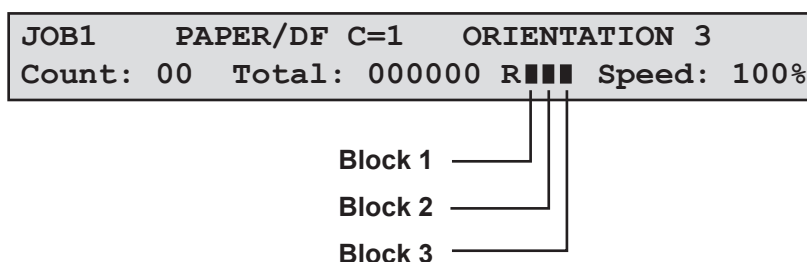
Block 1	shows that the F731 has read the first scan dash mark on the page, indicating that the scanning system is functioning.
Block 2	shows that the F731 has confirmed to the Inserter that the collation on the conveyor is ready for transfer into the Inserter.
Block 3	indicates that the Inserter has sent back a collation signal to the F731.

The F731 will continue operation until:

• You stop it by pressing **Stop/Clear Deck (Red).**
  or
• You open one of the covers. The safety interlock switch will stop the machine.
  or
• The material runs out or stalls. In this case the machine will stop automatically.

TIP:

At the completion of each job run, it is recommended that you check the two trays in the F733 Outsort Tray for diverted sets.

3 • Programming

This chapter explains how to program and manage jobs that can be held in the F731 Universal Feeder's memory.

About Programming Jobs

The F731's memory holds up to 99 pre-programmed jobs that you can recall with a few button presses.

This chapter explains how to program jobs into the system. It commences with a non-scanning job and follows with some examples of typical scanning jobs.

The range of scanning options and job requirements available mean that not all possibilities can be covered in a document such as this. The examples chosen will allow you to understand the programming procedure so that you can adapt it to meet your individual requirements.

Adding a Non-Scanning Program

This section covers programming a job where scanning is not required. To program the feeder for a scanning job, see page 3-5. When you program the F731 for a particular non-scanning job, you:

- Assign the job a name and/or number
- Enter a batch count (if required)

HINT: We advise you keep a 'hard copy' of all your programmed jobs for your own future reference.

Step-by-Step Instructions
With the feeder ON, press the **Green**, **Blue** and **Red** buttons at the same time. The display will show:

```
Select: NEW NON-SCANNING JOB
<-->=SELECT    Green=Confirm    Blue=EXIT
```

Press the **Green** button to select 'NEW NON-SCANNING JOB'.

NOTE: If you press the **Blue** button, you will return to the job listing screen.

The display shows the program naming screen:

```
017> Name of new program : _____
<-->=ALPHA    Green=CONFIRM    Red=GO ON
```

You can enter a program name up to eight characters long, using any combination of alpha and numeric characters.

Use the **Arrow Buttons** until the first character of your program name appears.

Press the **Green** button to confirm each character.

When the name is complete, press **Red** to continue. The display shows the material selection screen:

```
017> Material: PAPER/DF
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select the material for this job:

Paper/DF   Sheets with double detect turned **ON** (default setting). This will be the most common setting for sheets.

Paper   Sheets with the double detect turned **OFF**. This is not recommended as the feeder will not sense double feeds. Select this mode for material (sheets) above 160g/m² (42 lb).

Booklet   Booklets with separator motor turned **OFF**. This is the normal mode for booklets. Double Detect is disabled with this mode.

Booklet/RM   Booklets with separator motor turned **ON**. This is used for special applications. Double Detect is disabled with this mode.

Paper/DF+   Sheets with double detect turned on at a custom setting. This is normally used for sheets with heavily printed block areas and will be used only on advice from your service representative.

Press **Green** to confirm your selection. The display shows the material loading orientation selection:

```
017>  Loading orientation : 3.DOWN-BOTTOM
<-->=SELECT     Green=CONFIRM     Blue=EXIT
```

Use the **Arrow Buttons** to select the material loading orientation:

1   Face up, bottom first

2   Face up, top first

3   Face down, bottom first

4   Face down, top first

Press **Green** to confirm your selection. The display shows the counter selection:

```
017>  Counter : 01 Sheets
<-->=VALUE     Green=CONFIRM     Red=GO ON
```

Setting a count tells the feeder how many sheets are in each collated set. The F731 will collate the requested number of forms before transporting them into the DI900/DI950 system. The default setting is 01 – a single sheet insert (one piece per cycle). The count can be set from 01 to 25.

a. Use the **Arrow Buttons** until the first number of your entry appears, then press **Green** to enter the number.
b. Repeat this process for the second digit.

The display will return to the program listing display.

Programming a non-scanning job is now complete.

Adding a Scanning Program

Background information on scanning is given in the DI900/DI950 Operating Guide. This section assumes you understand scanning and how it applies to the job you are programming. It also assumes you are familiar with programming non-scanning jobs as described on page 3-2.

NOTE: If you select booklets, no scanning is available.

The following sections give two examples of setting up scanning jobs. One for OMR scanning and one for BCR scanning.

HINT: We advise you keep a 'hard copy' of all your programmed jobs for your own future reference.

Programming an 'OMR DI900/ DI950 Job

When you program the feeder for an OMR scanning job, you enter the program in a similar way as a non-scanning job, then…

*   Specify the scan line increments
*   Select the scan functions you wish to use
*   Specify the distance from the lead edge to the bench mark
*   Specify where each scan line is in relation to the first line

Step by Step Instructions
With the feeder ON, press the **Green**, **Blue** and **Red** buttons at the same time. The display shows the program type selection:

```
Select: NEW NON-SCANNING JOB
<-->=SELECT     Green=Confirm     Blue=EXIT
```

Press the **Arrow Button**s to select 'NEW SCANNING JOB'.

```
Select: NEW SCANNING JOB
<-->=SELECT     Green=Confirm     Blue=EXIT
```

Press **Green** to enter the scanning programming mode.

The display shows the program naming screen:

```
018> Name of new program : _____
<-->=ALPHA    Green=CONFIRM    Red=GO ON
```

You can enter a program name up to eight characters long, using any combination of alpha and numeric characters.

Use the **Arrow Buttons** until the first character of your program name appears.

Press the **Green** button to confirm each character.

When the name is complete, press **Red** to continue. The display shows the material selection screen:

```
018> Material: PAPER/DF
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select the material for this job:

Paper/DF	Sheets with double detect turned **ON** (default setting). This will be the most common setting for sheets.
Paper	Sheets with the double detect turned **OFF**. This is not recommended as the feeder will not sense double feeds. Select this mode for material (sheets) above 160g/m^2 (42 lb).
Booklet	This function is not used in scanning mode.
Booklet/RM	This function is not used in scanning mode.
Paper/DF+	Sheets with double detect turned on at a custom setting. This is normally used for sheets with heavily printed block areas and will be used only on advice from your service representative.

Press **Green** to confirm your selection. The display shows the material loading orientation selection:

```
018>  Loading orientation : 3.DOWN-BOTTOM
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select the material loading orientation:

1	Face up, bottom first
2	Face up, top first
3	Face down, bottom first
4	Face down, top first

Press **Green** to confirm your selection. The display requests the scanning version:

```
018>  Vers.: OMR DI900/DI950
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select which scanning mode you want. In this example, select 'OMR DI900/DI950'.

Press **Green** to confirm. The display requests the OMR scanner location:

```
018> OMR location : BOTTOM-FRONT
Green=CONFIRM                    Blue=EXIT
```

If you have more than one scanning head fitted to your system, you must now tell the system which scanning head to use for this job.

If you only have one scanning head, this step is not required.

Use the **Arrow Buttons** to select where the OMR scanner is located: Bottom Rear, Bottom Front, Top Rear or Top Front.

Press **Green** to confirm. The display shows the scan line increment selection:

```
018>  Scan line increments : 1/6 Inch
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select the scan line increments. You can select one of the three (1/6", 1/8" or 1/10") scan line increments shown, or you can select a custom 'User Defined' increment. Press **Green** to confirm.

If you select 'User Defined', you must now enter the increment:

```
018>  Scan line increments : ___ [0.01MM]
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Take a sample of your OMR with the largest number of scan lines you can obtain. Measure the length of the code in millimetres, and then divide this by the number of gaps between lines to obtain an average increment.

Example: 26mm code length with 6 scan lines gives an increment of 26 divided by 5 (the number of gaps) = 5.2mm

Enter this increment using the **Arrow Buttons**. The figure entered is in units of 0.01mm i.e. in the example above 5.2mm would be entered as 520. Press **Green** to confirm. The display now moves to the scan functions selection:

Use the **Arrow Buttons** to select the scan functions. For each scan line in order as printed on the page, select the function required and confirm by pressing **Green**.

Examples:

Benchmark control in position 1

```
Benchmark control                   : [ 1]
<-->=SELECT                  Green=CONFIRM
```

Beginning of collation in position 2

```
Beginning of collation              : [ 2]
<-->=SELECT   Green=CONF. Blue=END Red=GAP
```

Select feed 1 in position 3

```
Select feed 1                       : [ 3]
<-->=SELECT   Green=CONF. Blue=END Red=GAP
```

End of collation in position 4

```
End of collation/present            : [ 4]
<-->=SELECT   Green=CONF. Blue=END Red=GAP
```

When the required scan functions are set, press **Blue** to exit.

HINT:

If you make an error at any time during this process, pressing **Red** will allow you to modify your selections.

NOTE:

If your OMR marks are not contiguous (i.e. some mark positions are not being used), you must define where the unused positions are so that the system does not interpret the unused positions as an error. After each scan line function is set, if you wish to insert a gap, press **Red**, select the number of scan positions for the gap using the **Arrow Buttons** and then press **Green** to confirm.

```
UDV (Upstream divert)               : [ 3]
<-->=GAP    Green=CONF. Blue=END Red=DEL.
```

You must now enter the distance from the lead edge to the bench mark:

```
Dist. lead edge to bench mark :   00 mm
<-->=VALUE      Green=CONFIRM     Red=GO ON
```

Use the **Arrow Buttons** to set the distance, then confirm by pressing **Green**. Refer to the diagrams below for details of where to take this measurement. In each case, dimension X should be entered.

Top first
forward scanning

Top first
reverse scanning

Bottom first
reverse scanning
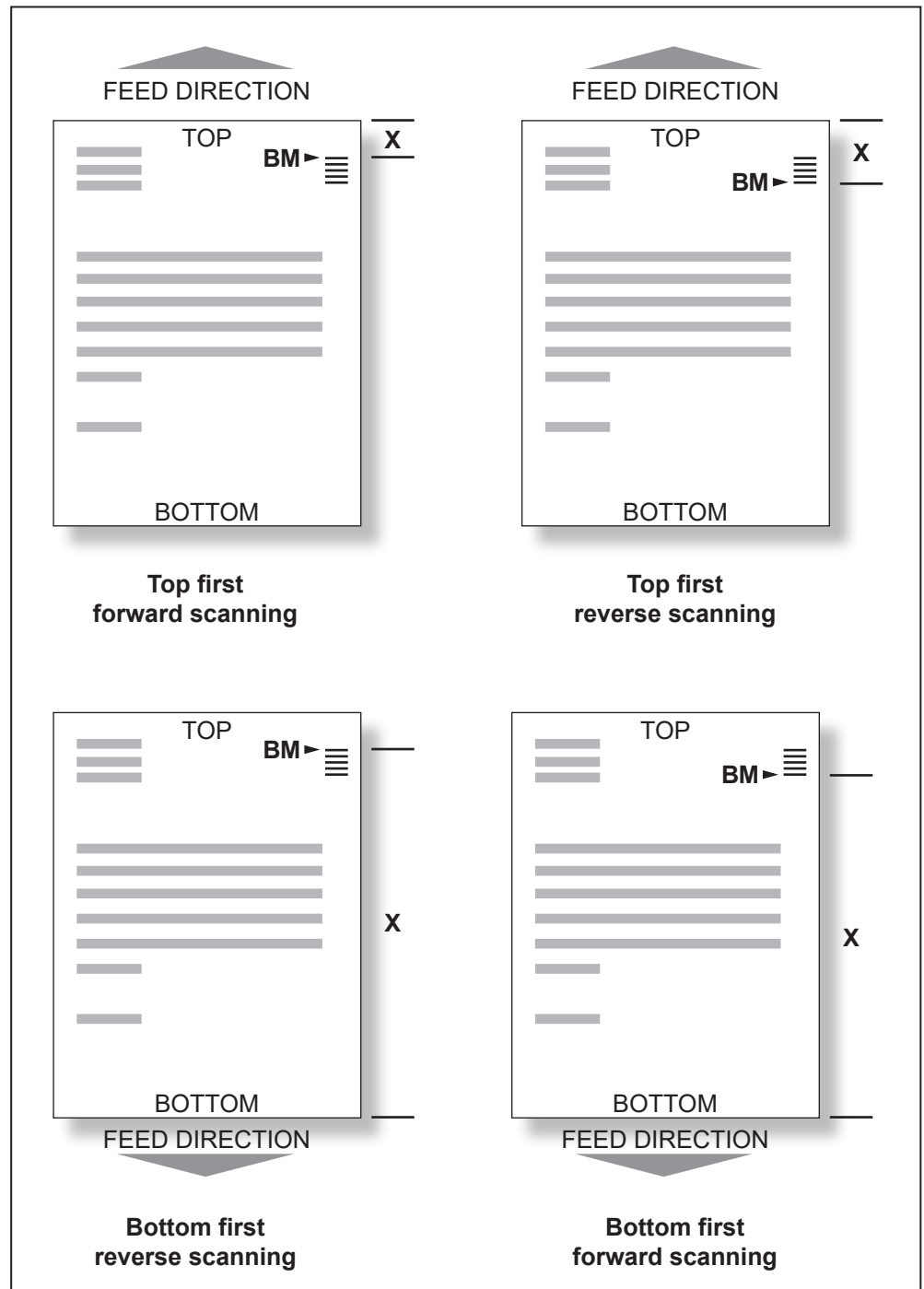
Bottom first
forward scanning

You now need to tell the system in which direction to read the scan code:

```
018> OMR scanning : NORMAL
<-->=SELECT      Green=CONFIRM   Blue=EXIT
```

The options available are:

NORMAL   Where the system will expect the Bench Mark to be the FIRST mark in the scan code.

REVERSE   Where the system will expect the Bench Mark to be the LAST mark in the scan code.

Use the **Arrow Buttons** to select the option you want, then press **Green** to confirm.

NOTE:

Take into account the direction of feed of your material when making this setting. i.e. whether the material is being fed top first or bottom first. The setting selected must match whether the Bench Mark is fed past the scanner first or last.

The display will return to the program listing display.

Programming an OMR scanning job is now complete.

Programming a 'BCR Standard' Job

Step by Step Instructions

With the feeder ON, press the **Green**, **Blue** and **Red** buttons at the same time. The display will show:

```
Select: NEW NON-SCANNING JOB
<-->=SELECT     Green=Confirm     Blue=EXIT
```

Press the **Arrow Buttons** to select 'NEW SCANNING JOB'.

```
Select: NEW SCANNING JOB
<-->=SELECT       Green=Confirm      Blue=EXIT
```

Press the **Green** button to enter the scanning programming mode. The display will show the program naming screen:

```
019> Name of new program : _____
<-->=ALPHA     Green=CONFIRM     Red=GO ON
```

You can enter a program name up to eight characters long, using any combination of alpha and numeric characters.

Use the **Arrow Buttons** until the first character of your program name appears.

Press the **Green** button to confirm each character.

When the name is complete, press **Red** to continue.

The display shows the material selection screen:

```
019> Material: PAPER/DF
<-->=SELECT       Green=CONFIRM       Blue=EXIT
```

Use the **Arrow Buttons** to select the material for this job:

Paper/DF   Sheets with double detect turned **ON** (default setting). This will be the most common setting for sheets.

Paper   Sheets with the double detect turned **OFF**. This is not recommended as the feeder will not sense double feeds. Select this mode for material (sheets) above 160 g/m^2 (42 lb).

Booklet   This function is not used in scanning mode.

Booklet/RM   This function is not used in scanning mode.

Paper/DF+   Sheets with double detect turned on at a custom setting. This is normally used for sheets with heavily printed block areas and will be used only on advice from your service representative.

Press **Green** to confirm your selection. The display shows the material loading orientation selection:

```
019>  Loading orientation : 3.DOWN-BOTTOM
<-->=SELECT    Green=CONFIRM    Blue=EXIT
```

Use the **Arrow Buttons** to select the material loading orientation:

1   Face up, bottom first
2   Face up, top first
3   Face down, bottom first
4   Face down, top first

Press **Green** to confirm your selection. The display requests the scanning version:

```
019>  Vers.: BCR Standard
<-->=SELECT     Green=CONFIRM     Blue=EXIT
```

Use the **Arrow Buttons** to select which scanning mode you want. In this example, select 'BCR Standard'. Press **Green** to confirm.

The display will now ask where the BCR Scanner is located:

```
019>  BCR location : Top Front
<-->=SELECT     Green=CONFIRM     Blue=EXIT
```

Use the **Arrow Buttons** to select where the BCR scanner is located, Bottom Rear, Bottom Front, Top Rear or Top Front. Press **Green** to confirm.

Programming a BCR scanning job is now complete.

Deleting a Program

With the feeder ON, press the **Green**, **Blue** and **Red** buttons at the same time. The display will show:

```
Select: NEW NON-SCANNING JOB
<-->=SELECT     Green=Confirm     Blue=EXIT
```

Use the **Arrow Buttons** to select 'DELETE JOB'.

```
Select: DELETE JOB
<-->=SELECT     Green=Confirm     Blue=EXIT
```

Press the **Green** button to enter the job delete mode.

Use the **Arrow Buttons** to display the program you want to delete on the *top line* of the display.

> **CAUTION:** Make sure you've selected the right program and that you really want to delete it. You can't recover a deleted program. If you accidentally delete a program, you'll have to reprogram the feeder for that particular job.

Press the **Green** button to delete the program.

The display will briefly prompt 'Program ******** Deleted' and return to the program listing.

3 • Programming

Modifying a Program

With the feeder ON, press the **Green**, **Blue** and **Red** buttons at the same time. The display will show:

```
Select: NEW NON-SCANNING JOB
<-->=SELECT    Green=Confirm    Blue=EXIT
```

Use the **Arrow Buttons** to select 'MODIFY JOB'.

```
Select: MODIFY JOB
<-->=SELECT    Green=Confirm    Blue=EXIT
```

Press the **Green** button to enter the job modify mode.

Use the **Arrow Buttons** to display the program you want to modify on the *top line* of the display. Then press the **Green** button to select it.

You can now review the job using the **Arrow Buttons**. You can also edit any of the following parameters:

- Name of program
- Material
- Loading orientation
- Counter (non-scanning job only)
- Scan line increments (scanning job only)
- Distance – Lead edge to bench mark (scanning job only)

To edit any of these parameters, with the parameter displayed:

- Press the **Green** button to select the parameter.
- Press the **Arrow Buttons** to make the change.
- Confirm the change by pressing the **Green** button.

4 • Troubleshooting & Maintenance

This chapter will help you should you have any problems whilst running your system. It also describes the regular maintenance operations that you can carry out to maintain optimum system performance.

The User's Menu

To access the User Menu functions:

Press the **Green**, **Blue** and **Red** buttons at the same time.

Use the **Arrow Buttons** to select 'User Menu', then press **Green** to confirm.

```
Select: USER MENU
<-->=SELECT     Green=Confirm     Blue=EXIT
```

The User Menu offers the options listed below. Use the **Arrow Buttons** to select an option, then press **Green** to confirm.

When you are finished with any option, press **Red** to go to the next selection.

Options Available

Material Feed Belt Cleaning

The Material Feed Belts should be cleaned if the belts appear contaminated and/or if material feed is sluggish.

This option allows you to stop and start the belts using the **Green** button to facilitate cleaning.

Press the button momentarily and the feed belts will run for approximately 3 seconds. Press and hold the button to run the feed belts continuously.

It is recommended that the material feed belts are cleaned weekly with water and a good quality cloth.

BCR Test

This function allows you to test that a BCR scanner is reading a code.

When selected, the scanner red lights will flash slowly. Manually position the bar code above or below the scanner as applicable. If the code is read successfully, the lights will flash faster and the characters read will display on the operator display.

Total Feed Cycles

This option displays the total cycles that the F731 has performed.

Motor Test
LED and Key Test
Show Sensor Status
Double Feed Adjust

These are primarily for service use. Only access these options at the request of a representative of your machine supplier.

Handling Material Stoppages

This section describes how to clear material stoppages from the F734/F735 High Capacity Loader and the F731 Universal Feeder.

Stoppages in the F731 Universal Feeder

The F731 may stop indicating a misfeed. The indicator on the **Stop/Clear Deck (Red)** button will be flashing.

Follow the relevant procedure below:

Feeder Head section…

Remove the material from the Feed Deck.

Open the Top Cover. Unlock lever **a** and turn knob **b** fully clockwise and lock lever **a** to keep the separator area open.

Carefully clear any material in this area.

Unlock lever **a**, turn knob **b** anticlockwise as far as it will go and lock lever **a** to secure the assembly closed.

Close the Top Cover, reload the paper and press **Run Confirm (Green)** to restart operation.
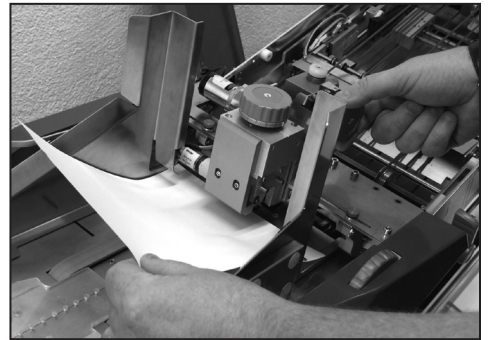
Accumulator Area…

Open the Top Cover.

Carefully clear any stalled material, taking care not to damage the accumulator drive O rings.

Close the Top Cover.

Press **Run Confirm (Green)** to restart operation.
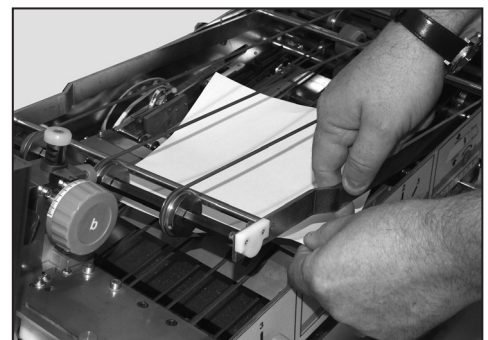
TIP:

If you are running stiff material, it may aid removal if the Accumulator Ramp **e** is moved out of the way. Make sure you return the ramp to its original position after clearing the stoppage.

Stoppages in the F734/F735 High Capacity Loader

This section describes how to clear material stoppages from the F734/F735 High Capacity Loader and the F731 Universal Feeder.

The F734/F735 may stop and indicate a misfeed. In this case, **ALL** the indicator lights on the Control Panel will **FLASH**.

To access any stalled material in the Feed Section, move the Pressure Assembly **1** to the left and open the Front Cover **2**.
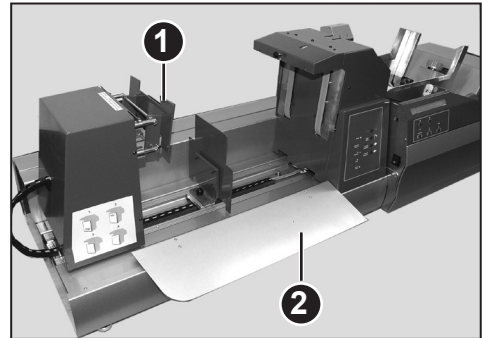
To access material in the Material Exit Area, open the cover **3** and remove any stalled material.

After clearing any stalled material and closing all the interlocked covers, remember to press the **Stop/Auto Button** once to prepare the machine for use.
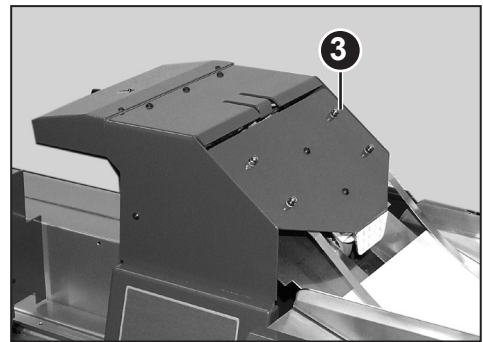
TIP:

Make sure that stoppages in the Material Exit Area are not caused by the sheets hitting the F731 Feeder Side Guides. Opening the Side Guides *slightly* may help in these cases.

Troubleshooting Charts

The charts in this section describe problems you may see on your system and the corrective action(s) you need to take.

Problem	Possible Cause
System fails to start	No power at outlet. Check the supply circuit breaker or ON/OFF switch.
	Power cord disconnected or Main Power Switch on F734/F735 or F731 turned OFF.
F731 powers up but won't display program list or displays random characters.	F731 program has failed to load. Turn F731 Main Power Switch OFF then ON again to reset. Also make sure that the covers are securely closed. If F731 continues to fail at startup, call for service.
F731 will not respond to controls, display prompts 'Cover Open'. Program button blinks.	A cover is open. Check the F734/F735 Front and Exit Area Covers and the F731 Front and Top Covers. Close all covers securely.
F731 will not respond to controls. Controls appear locked.	Turn the F731 main power switch OFF then ON again to reset. Communication with DI900/DI950 has been interrupted. Power down all modules together, then re-power system. If controls continue to lock, call for service.
F734/F735 will not respond to controls, yellow indicator lights flash.	A cover is open. Check the F734/F735 Front and Exit Area Covers and the F731 Front and Top Covers. Close all covers securely.
	Check for an error condition on the F731 display.
Material feed appears slow/ sluggish.	Check for correct position of the F731 Feeder Side Guides (see page 2-5).
	Clean the material feed belts (see page 4-2).
	Check the Feeder Head/Separator adjustments (see page 2-11 for the F731 or page 2-15 for the F734/F735).

Problem	Possible Cause
Material stops in the F731 accumulation area. Display prompts 'Double feed error'.	Check the Accumulator Side Guide settings (see page 2-12) and the Ramp settings (see page 2-13).
	Wrong program selected from listing.
Material stops in the separation area. Display prompts 'Double feed error'.	The F731 has detected a 'Double Feed'. Push the **Stop/Clear Deck** button to advance the material into the accumulator area for error correction. If double feeds persist, refer to the Feeder Head adjustment on page 2-11.
Multiple feed errors or stream feed errors.	Check the Feeder Head adjustment (see page 2-11).
Feeder display indicates 'DF Sensor Out of Limit'.	The material is too thick to be sensed by the double detection system. Check that you have selected the correct program (see page 2-4). Check that the job is programmed correctly i.e. 'Paper' or 'Booklet' (if appropriate) selected in material selection to turn double detect off (see pages 3-2, 3-5 or 3-11).
Feeder display indicates 'Current Job Not Compatible'.	Check the job setups on the F731 Universal Feeder **AND** the material listed for feeder Y on the DI900/DI950 Inserter to ensure that both have the same material type and loading orientation. If scanning is being used, check it is selected in both the F731 **AND** the DI900/DI950 programs.
Feeder display indicates 'No Material for Double Feed Adjustment'.	Take a single sheet and load it onto the F731 Feed Deck (see page 2-5). Material not being transported to Take-Away Roller. Adjust Feeder Head settings (see page 2-11).
Feeder display indicates 'Wrong Accumulation Direction'.	Check the position of the Accumulator Ramp (see page 2-2).

Problem	Possible Cause
Feeder display indicates 'Wrong Input Frame Position'.	Check the position of the Input Frame (see page 2-2).
Feeder display indicates 'Misfeed on Conveyor'.	Check the Accumulator Side Guides settings (see page 2-12). Check to ensure that the green accumulator belts are properly installed on all pulleys.
Feeder display indicates 'Scan System Error'.	Scanner not positioned correctly above/below the scan marks (see pages 2-6 and 2-7 for OMR, or pages 2-8 and 2-9 for BCR). Scan head may be blocked or dusty. Clean scan head surface with a soft cloth.
F734/F735 will not go into automatic mode.	Check that the Input Sensor is properly installed (see page 2-14). Check Exit Area Cover is closed.

Troubleshooting Using the F731 Scan Error Screens

It is possible to use the Scan Error Screens to check that the Universal Feeder has read the appropriate scan marks. An example Scan Error Screen is shown below:

```
Scan System Error   ...........▌.▌▌- - -
Green=CONFIRM            Red=RELOAD PAPER
```

If some marks are missing or printed in the wrong position on the material, you will be able to see this by checking the display on the Scan Error Screen.

a. There should be no marks (black blocks on the display) indicated in the area shown in the illustration below. If marks are shown, a scanning error has been detected.

No marks should appear in this area

```
Scan System Error   ..............- - -
Green=CONFIRM            Red=RELOAD PAPER
```

b. Whenever the sheet feeder stops and indicates a scanning error, you should compare the marks on the Universal Feeder display with those on the material.

In cases a and b above, examine the page which has been transported under the scanning head and into the accumulator area. Check the print quality of the scan dash marks and their positions on the page. If the material appears to be OK, check the scanning program settings on the Universal Feeder, especially the setting 'Lead edge to bench mark' described on page 3-9.

Operator Maintenance

To aid efficient transport through the conveyor sections of the High Capacity Loader and Universal Feeder, it is recommended that the Material Feed and Transport Belts are cleaned weekly with water.

The 'Material Feed Belt Cleaning' function within the User Menu can be used to assist in belt cleaning (see page 4-2).

The external covers of the units can be cleaned using a non-spirit based cleaner. **Always turn power OFF before cleaning the exterior covers of the system.**

5 • Reference

This chapter contains reference information that you might find useful from time to time.

Service

Service for your system is available throughout the world.

Should you have questions about your system, or require service or assistance with your particular application, please call your machine supplier. Contact details are given at the front of this book or in a separate document supplied with your system.

Your machine supplier will also offer a service maintenance contract to keep your system in top condition at nominal cost.

Compliance

Conforms to the Following:

FCC Rules

This equipment has been tested and found to comply with the limits for a Class A digital device, pursuant to part 15 of the FCC rules. These limits are designed to provide reasonable protection against interference when the equipment is operated in a commercial environment. This equipment generates, uses, and can radiate radio frequency energy and, if not installed and used in accordance with the instruction manual, may cause interference to radio communications. Operation of this equipment in a residential area is likely to cause interference, in which case the user will be required to correct the interference at his own expense.

CAUTION: Changes or modifications to this equipment not expressly approved by the party responsible for compliance could void the user's authority to operate the equipment.

It is certified that the system complies with all applicable Directives of the European Union.

For a formal Declaration of Conformity please contact Compliance Engineering. Contact information is given in the front of this guide or on a separate document supplied with your system.

WARNING: This is a Class A product. In a domestic environment this product may cause radio interference in which case the user may be required to take adequate measures.

Equipment Specifications

Electrical

F731:	100-240VAC, 50/60Hz, 5A
F734/F735:	100-240VAC, 50/60Hz, 5A

Physical Dimensions

F731:	480mm High x 600mm Wide x 1000mm Long (19" High x 23.6" Wide x 39.4" Long)
F734/F735:	500mm High x 500mm Wide x 900mm Long (19.7" High x 19.7" Wide x 35.4" Long)

Weight

F731:	64kg (141 lb)
F734/F735:	60kg (132 lb)

Speed

Up to a maximum speed of 15,000 sheets per hour.

Noise Level

F731:	Below 70 dBA
F734/F735:	Below 30 dBA

Operating Temperature Range

Minimum:	10°C (50°F)
Maximum:	35°C (95°F)

Material Specifications

F731 Universal Feeder

Weight (Sheets)

$60g/m^2$ (16 lb) minimum to $165g/m^2$ (42 lb) maximum

Thickness (Booklets)

4mm (0.16") maximum

Length (without loader fitted)

175mm (7") minimum to 358mm (14") maximum

Width (without loader fitted)

130mm (5") minimum to 250mm (9.8") maximum

Feed Tray Capacity (without loader fitted)

Up to a maximum stack height of 35mm (1.4").

Can be reloaded whilst running.

F734/F735 High Capacity Loader

Sheet Size

F734:	8.5" x 11" only
F735:	DIN A4 size (210mm x 297mm) only

Sheet Weight

$60g/m^2$ (16 lb) minimum to $125g/m^2$ (33 lb) maximum

Capacity

up to 4,500 sheets

Index

Index

Index

Pitney Bowes

Engineering the flow of communication™

3001 Summer Street
Stamford, Connecticut 06926
www.pitneybowes.com

For Service or Supplies:

PB Form SDC790B (9-22)

SDC790B