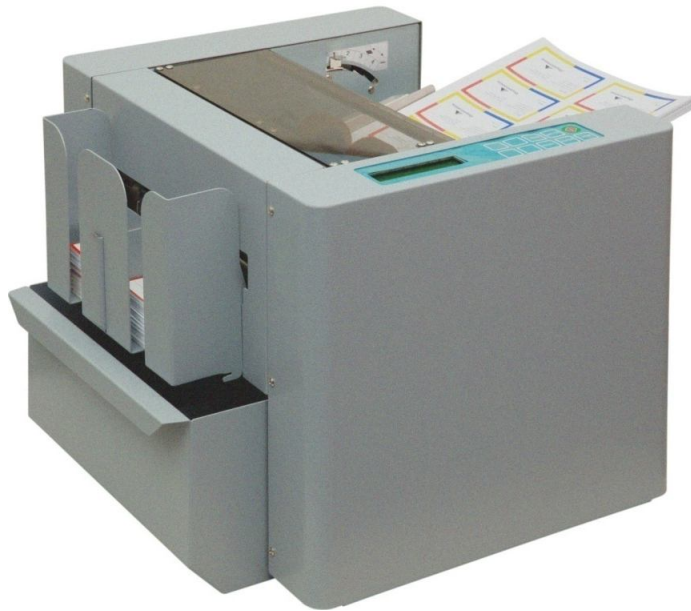


DocuCutter CC-228

Operational Manual



Before operating the machine, read this manual. Follow all safety precautions.

Duplo USA Corporation
3050 S. Daimler St, Santa Ana, CA 92705
www.duplousa.com

Declaration of Conformity



PrintFinishing Co. Ltd., located at 625 Sec. II, Wende Road, Hsin-Pu, Hsin-Chu 30500, Taiwan declares that the product compliances with the provision defined in the regulations as below.

Product Name	Model	Regulation		
		UL / CSA	Low Voltage Directive 2006/95/EC RoHs Directive 2011/65/EU	Electromagnetic Compatibility Directive 2004/108/EC
		Standard		
DocuCutter	CC-228	UL60950-1, 2 nd Edition, 2007-03-27	EN60950-1: 2006/ A11: 2009/A1:2010	EN61000-3-2 EN61000-3-3 EN61000-6-2 EN61000-6-4 IEC61000-4-2 IEC61000-4-3 IEC61000-4-4 IEC61000-4-5 IEC61000-4-6 IEC61000-4-8 IEC61000-4-11
Ultra Cut	UC-1`30	CSA 22.2 No 60950-1-07, 2 nd Edition, 2007-03		EN60950-1 IEC60950-1 EN50581 CISPR 16-2-3 CISPR 16-2-1 CISPR 16-2-2

Keeper of the CE technical file in the European Community:

Duplo International Ltd.

Hanskampring 6, Automated Precision House, Hamm Moor Lane, Addlestone, Surrey, KT15 2SD UK

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SAFETY PRECAUTIONS

Always observe the cautions and warnings given below to prevent personal injury or property damage.

WARNING:

	Disposal of Waste Electrical and Electronics Equipment (WEEE) This symbol (the symbol of the crossed out wheeled bin) indicates that in European countries this product should not be disposed of as household waste. Please recycle where facilities exist by checking with your local authority or supplier for recycle advice. By ensuring this product is disposed of correctly through proper treatment, recovery and recycling, you will help prevent potential negative effects on the environment and human health. En
	Entsorgung von alten elektrischen und elektronischen Ausrüstungsteilen Dieses symbol (das Symbol mit dem durchgekreuzten fahrbaren Müllbehälter) zeigt an, dass dieses Produkt in europäischen Ländern nicht als Haushaltsmüll entsorgt werden darf, Bitte informieren Sie sich bei Ihren örtlichen Behörden oder bei Ihren Händler hinsichtlich einer Empfehlung für die Entsorgung und führen Sie die betreffenden Teile dort, wo solche Einrichtungen vorhanden sind, einem Recycling-Prozess zu. Indem sie sicherstellen, dass das betreffende Produkt durch richtige Behandlung, Rückführung und Recycling entsorgt wird, tragen Sie dazu bei, möglichen negativen Auswirkungen auf die Umwelt und die menschliche Gesundheit vorzubeugen. Ge
	Elimination du matériel électronique et électrique usagé Ce symbole (une poubelle marquée d'une croix) indique que dans les pays européens, ce produit ne doit pas être éliminé comme des ordures ménagères. Recyclez-le dans les sites adaptés qui vous seront indiqués par les autorités locales ou renseignez-vous auprès de votre fournisseur. En veillant à ce que ce produit soit éliminé correctement avec un traitement, une collecte et un recyclage adaptés, vous contribuez à éviter son action nocive potentielle sur l'environnement et santé humaine. Fr
	Smaltimento di attrezzature elettriche ed elettroniche consumate Questo simbolo (il simbolo della pattumiera con rotelle barrata) indica che nei paesi europei questo prodotto non deve essere buttato nei rifiuti domestici. Per favore smaltire in luogo addetto al riciclo, dove esistente, chiedendo informazioni alle autorità locali o a chi fornisce consulenza a proposito. Garantendo uno smaltimento adeguato di questo prodotto (trattamento, recupero e riciclo corretto), aiuterete a prevenire effetti negativi sull'ambiente e sulla salute dell'uomo. It
	Eliminación de residuos de aparatos eléctricos y electrónicos Este símbolo (un cubo de basura tachado) indica que en los países europeos este producto no deberá eliminarse como si se tratara de un residuo doméstico. Solicite asesoramiento sobre reciclaje a las autoridades locales o a su distribuidor, y siga la normativa en materia de gestión medioambiental y reciclaje de este tipo de residuos. Si toma las medidas pertinentes para que este producto se elimine mediante un tratamiento, recuperación y reciclaje adecuados, contribuirá a evitar posibles efectos negativos en el medio ambiente y la salud humana. SP

WEEE information (for Europe)

As a minimum the following substances, preparations and components has to be removed from any separately collected WEEE (Waste Electrical and Electronics Equipment).

In this parts catalogue, these WEEE symbols are appended to corresponding parts in this parts catalogue.

WEEE Symbol	Meaning
ABS	(Poly Acrylonitrile Butadiene Styrene) Plastic Material
LCD	LCD Displays
Cables	Electric Cables
Battery	Batteries
PCBA	PCB's over 10 square centimeters in size
Bromides	Plastic Containing Bromides

In considering of separate collection, plastics are subdivided into the following categories.

In this parts catalogue, these abbreviations are appended to corresponding parts in the parts catalogue.

Abbreviation	Category
ABS	(Poly Acrylonitrile Butadiene Styrene) Plastic Material
NBR	Nitrile Rubber (Acrylonitrile-Butadiene Rubber)
PC	Polycarbonate
POM	Polyoxymethylene
PVC	Polyvinyl Chloride
PU	Polyurethane
EPDM	Synthetic Rubber
Mar	Marprene
Nylon	Nylon 6
IXEF	Fiber Glass
TEF	Teflon
POA	PolyAcetal

INTRODUCTION

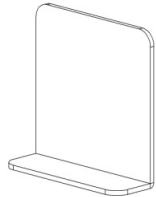
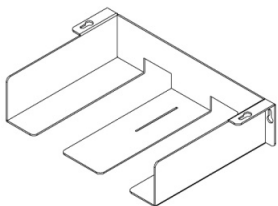
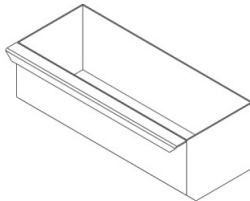
The Docucutter CC-228 is designed to simplify business card, photo and post card cutting in letter size which printed by digital press, color laser printer or inkjet image printer in one pass.

SPECIFICATIONS

Paper Size	LT / Legal Size/ 9" x 14" (Max)
Paper Weight	120gsm ~ 350gsm
Feeder Capacity	75 sheets (200gsm)
Receiving Tray	500 business cards
Speed	Up to 130 business cards per min
Accuracy	± 0.3 mm
Dimension	13.8" (W) x 15.4" (D) x 13" (H)
Net Weight	60 lbs (27Kgs)
Power	115/230V Selectable, 50/60Hz, 1.2A

ACCESSORIES

Make sure all accessories provided with the machine.

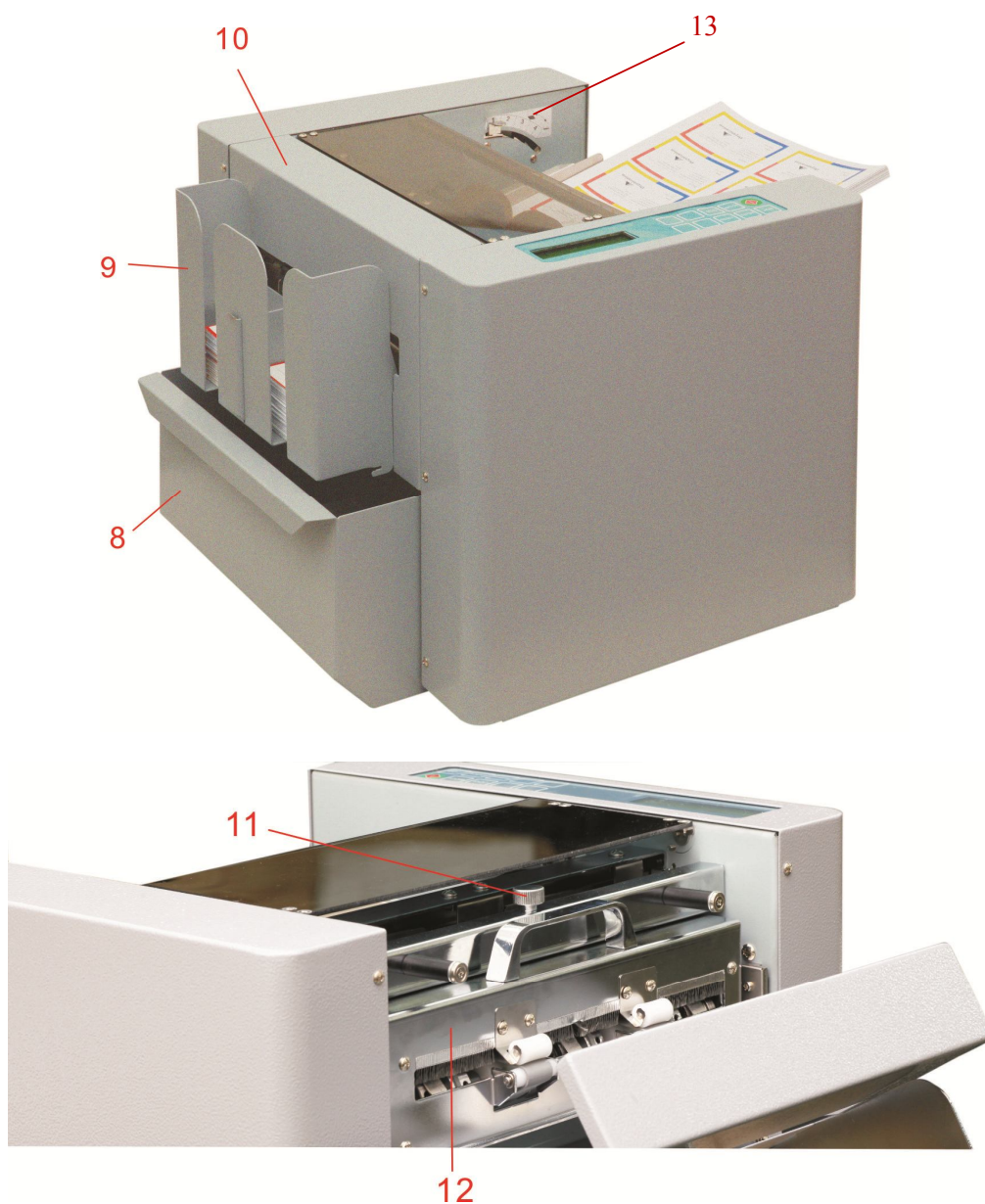
		
Power Cord	Advance Control Panel Sticker	Divider
		
Stacking Tray	Waste Bin	Operation Manual

MAJOR COMPONENTS AND ASSEMBLIES

1	Power Switch
2	Control Panel
3	Extended Tray
4	Slitting Registration Adjustment
5	Paper Feed Guide
6	Feed Rollers
7	Top Cover



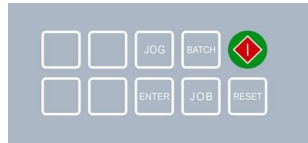
8	Waste Bin
9	Stack Tray
10	Rear Safety Cover
11	Slitter Thumb Release Knob
12	Slitter Module
13	Feed Tray Pressure Adjustment



CONTROL PANEL

Note: A label is provided for advance control panel which enable user to customize job.

Simple Control Panel



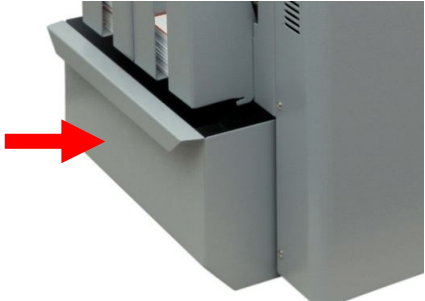
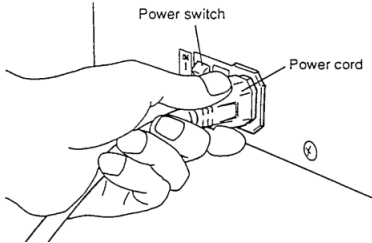
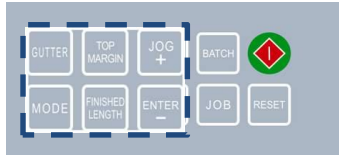
Advance Control Panel



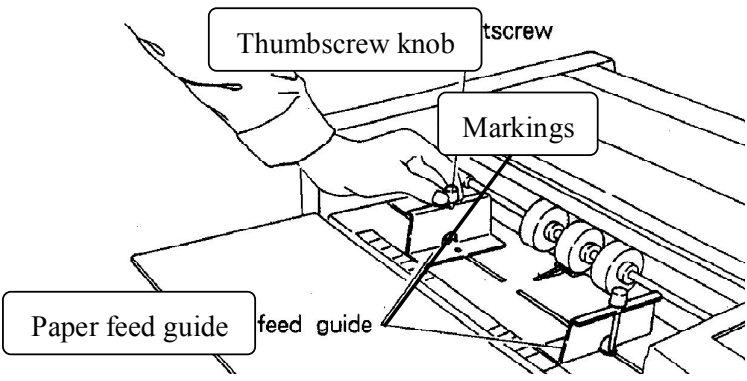
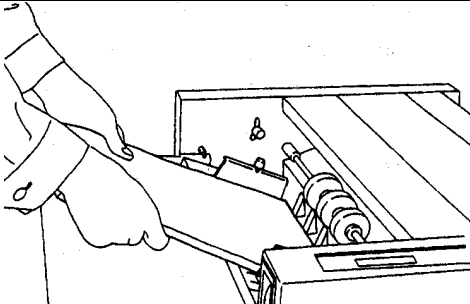
Keys	Simple Control Panel	Advance Control Panel
	Start and Stop the cutter	Start and Stop the cutter
	Change job	Change job
	Select batch count	Select batch count
	Clear paper jam in case of S3 error.	1. Clear paper jam in case of S3 error. 2. Increment settings by 0.1 mm when press.
	Confirm job and batch count setting.	1. Confirm job and batch count setting. 2. Decrement settings by 0.1mm when press.
	Rest error and counter.	Save settings
	N/A	Enter program mode
	N/A	Set top margin
	N/A	Set finished length
	N/A	Set gutter length

INSTALLATION

Note: No tool is required for installation.

Waste Bin Slide the waste bin into the slot. Make sure waste bin is all the way inside.	
Stack Tray Hook the tray onto the mounting slot on the machine. Refer to the picture.	
Power Cord Use caution when plug in power cord. Plug power cord to the machine and plug the other end into the wall outlet.	
Advance Control Panel The CC-228 has 6 predefine job. The advance control panel is for custom program. If needed, peel of the sticker and stick to the control panel as shown.	

SETTING UP PROCEDURE

1	To set the width of paper, loosen thumbscrew knob on the side guide and slide to position. Use marking as reference point.	
2	Fan paper before loading. This will reduce static and toner adhesion due to printing. For best result, the paper stack should be flat.	
3	Push the feed tray down and load the paper. Readjust paper guide if needed.	
4	Adjust tray pressure. For thinner paper, the number should be higher. For heavier paper the number should be lower.	

5	Use slitter registration adjustment knob to compensate for printing registration. The knob will allow $\pm 2\text{mm}$ of adjustment.	
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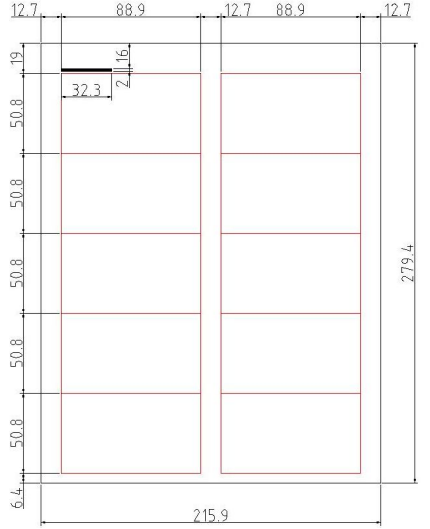
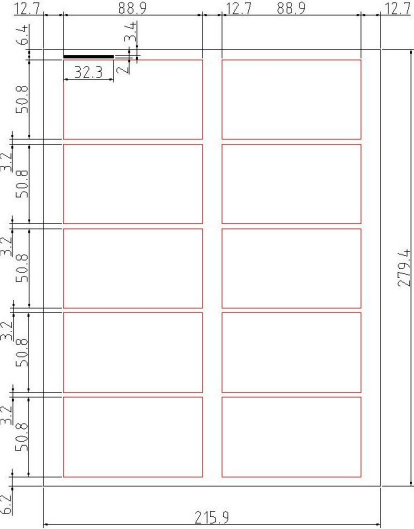
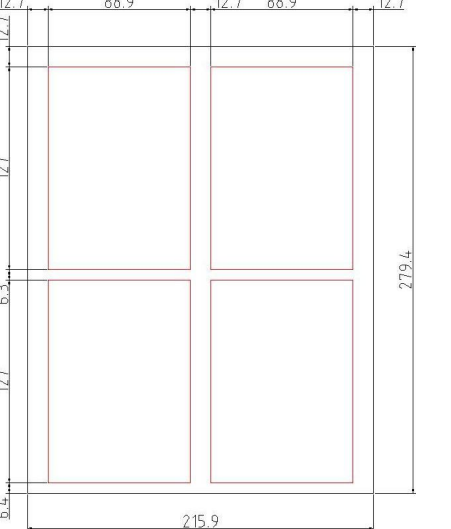
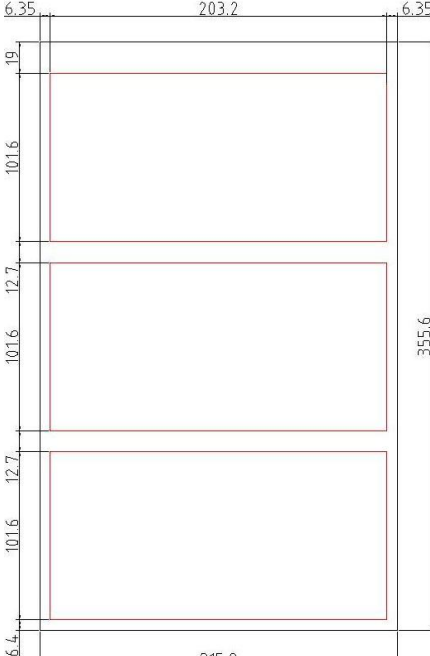
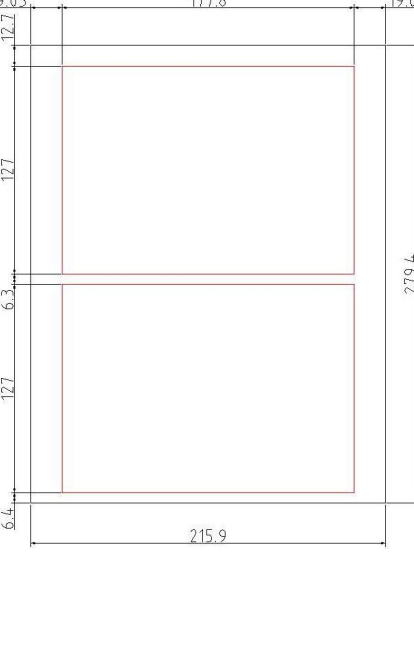
THE JOB SELECTION

DocuCutter CC-228 offers 6 different types predefined job selection from #01 to #05

Job #	Description	Finished Size	Layouts
1	#01, 2" x 3.5" business card with mark	2" x 3.5"	10 up
2	#02, 2" x 3.5" gutter cut business card with mark	2" x 3.5"	10 up
3	#04, 3.5" x 5" gutter cut business card no mark	3.5" x 5"	4 up
4	#05, 8" x 4" gutter cut business card no mark	8" x 4"	3 up
5	#06, 7" x 5" gutter cut business card no mark	7" x 5"	2 up

JOB LAYOUT

Job 1-5 are predefine job that cannot be change.

Job#1 - Business card with or without cut mark. 	Job#2 - Business card with or without cut mark. 	Job#3 - 3.5 x 5 card with gutter cut. 
Job#4 - 8 x 4 card with gutter (Require Optional Slitter). 	Job#5 - 7 x 5 card with gutter cut (Require Optional Slitter). 	

SELECTING A JOB

	Actions	Display Example
1	Turn on the power. Previous job will appear.	# 1 L 50.8M19.0G00.0 (N) COUNT 23
2	Press  until the desire job is display. 01 → 02 → 03 → 04 ... 12 	# 4 L 127.0M12.7G 6.3 (N) COUNT 23
3	Press  to select job	# 4 L 127.0M12.7G 6.3 (N) COUNT 23
4	Press  to start operation.	# 4 L 127.0M12.7G 6.3 (N) COUNT 23

BATCH COUNT FUNCTION

Batch count function is use to automatically stop the machine after a set count of paper has been fed.

	Actions	Display Example
1	Press  until the desire batch count number appears. The batch count will increment by 10 every time the button is pressed. Set "OFF" for no batch count. OFF → 10 → 20 → 30 → 40 → 50 	# 4 L 127.0M12.7G 6.3 (N) COUNT 23
2	Press  to select batch count.	# 4 L 127.0M12.7G 6.3 (N) BATCH 50
3	Press  to start operation.	# 4 L 127.0M12.7G 6.3 (N) BATCH 50

USER DEFINE JOB

Only job# 7 – 12 can be program.

	Actions	Display Examples
1	Turn on the power. Previous job will appear.	# 4 L127.0M12.7G 6.3 (N) BATCH 50
2	Press  until the desire job is display. 01 → 02 → 03 → 04 ... 12 	#10 L000.0M00.0G00.0 (N) COUNT 89
3	Press  to select job.	#10 L000.0M00.0G00.0 (N) COUNT 89
4	Hold  for 4 seconds. “Edit” will appear indicating machine in “Program Mode”.	#10 L000.0M00.0G00.0 (E) COUNT 89
5	Hold  and press  to increment or  to decrement change finished length.	#10 L127.0M00.0G00.0 (E) COUNT 89
6	Hold  and press  to increment or  to decrement change top margin.	#10 L127.0M12.7G00.0 (E) COUNT 89
7	Hold  and press  to increment or  to decrement change gutter length.	#10 L127.0M12.7G06.0 (E) COUNT 89
8	Press  to save settings.	#10 L127.0M12.7G06.0 (N) COUNT 89

CUT MARK

The purpose of cut mark is to compensate horizontal cut due to image shifting during printing. Refer to page 11 for cut mark printing.

Hold  and press  to enable or disable cut mark. This will toggle (M) for mark and (N) for not mark on the display.

TURBO MODE

1. Hold  for 4 seconds.
2. Press  to select “Normal Mode” or “Turbo Mode”.
3. Press  to save settings.

EMPTY THE WASTE BIN

1. The cutter provide the waste bin full warning feature when cutting count is reached to 150, the cutter will stop and “ Waste Bin Full” will be displayed.
2. Empty the waste Bin and restore.
3. Press  to clear the warning.
4. Press  to continue the cutting job.

RESET COUNTER

Hold  and  simultaneously to reset counter to 0.

CLEAR JAM

In case jam occurs in the machine follow these steps to clear jam.

1. Power off then pull out jam paper toward feeding tray.
2. Press  to move the jam piece toward the exit.

3. If necessary, depending on location of jam occurs, open the corresponding cover or covers. If jam persists, refer to “**Error Message and Trouble Shooting Guide**”.

4. After clearing the jams, press  to clear all errors.

ERROR MESSAGE AND TROUBLE SHOOTING GUIDE

Any error occur the beeper keep beeping to remind the operator, the error message is displayed in low box on 2nd line of the LCD display.

Error Message Displayed	Trouble Shooting
Out of paper	Feed tray empty
miss feed	1. Adjust the feed tray tension 2. Side guide too tight. Adjust side guide. 3. Fan the paper and re load the paper into hopper
jam sensor 2	1. Remove the paper jam by pulling toward stacking tray. 2. Adjust the feed hopper tension, if double feed happens
jam sensor 3	1. Use JOG key to clear the jam 2. Adjust feed hopper tension, if double feed happens
check top cover	Put the top cover in position
check rear cover	Put the rear cover in position
check waste bin	Put the waste bin in position
waste bin full	1. Remove and empty the waste bin 2. Reset the error
Finish card not clean and neat	Call for service
Error message cannot reset	Check covers, waste bins and paper jam