

LOADING THE VINYL CUTTER

1. Place the vinyl roll on the two metal rollers on the back of the machine.
2. Check that the wheels are raised – push down the lever on the left side of the machine to raise them if they're locked down.
3. Feed the vinyl through the slot in the machine. (If you're having issues with the vinyl getting caught on the edge of the cutting area, try pulling it through at an angle.) Use the plastic ridges on the front *and back* of the machine to align the piece straight.
4. If necessary, reposition the wheels so they sit on the edges of the vinyl. The whole wheel should be on the piece - do *not* place them half on/half off. The wheels slide left and right, but must be placed in an area with a white stripe above it.
5. Pull the lever to lock the wheels into place.
6. Turn the machine on or hit any button to get the SELECT SHEET menu. Use the up & down arrows to find EDGE, then hit the enter button. The machine will now find the bottom left corner of the piece.

NOTE: if you cut the piece for any reason, you will need to reset the edge. Hit the Menu button twice to get the UNSETUP option, and hit Enter. Select EDGE again so the machine can find the new edge.
7. Use the up & down arrows to roll the vinyl forwards and backwards. Check that it's staying in line with the plastic ridges on the front and back of the machine. To readjust, push the lever to raise the wheels, and try to straighten the piece. Lower the wheels and test again.

You do not need to roll the piece back up to the top, as the machine will return to the edge automatically when you start cutting.
8. **ROLL OUT SLACK.** You must roll out vinyl, to the length of your design, before starting a cut. The machine can jam otherwise.

