

OPUS
Guillotine 4300



OPUS Guillotine 4300



Please read these operating instructions before putting the machine into operation and observe the safety precautions. The operating instructions must always be available.



Children must not operate the machine.



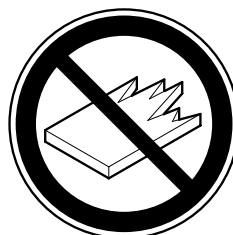
Do not reach beneath the blade!

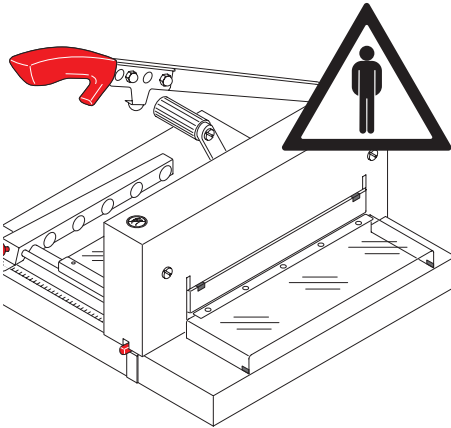


Never leave the blade unattended!
Do not extract or transport the blade without protection!
(See page 13 and 14).
Danger! Risk of injury!



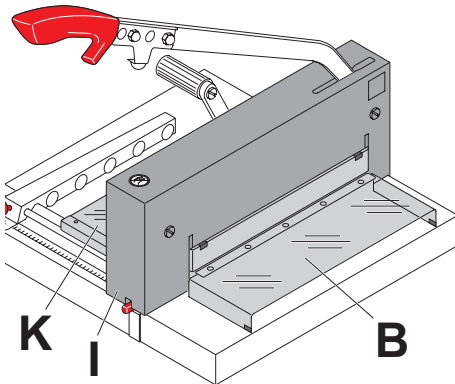
Do not cut hard materials or materials which may splinter





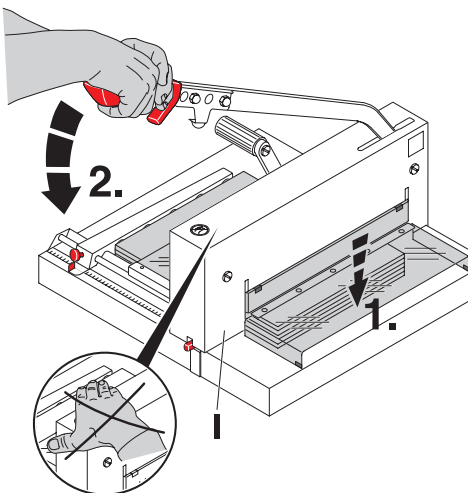
The machine is designed for cutting stacks of paper to a specified size. This machine is constructed for “one-man operation” only!

Warning! Clips or similar damage the cutting blade.



Operating the machine without safety device is forbidden!

- Movable front safety guard (B)
- rear screwed safety guard (K)
- and cover (I)

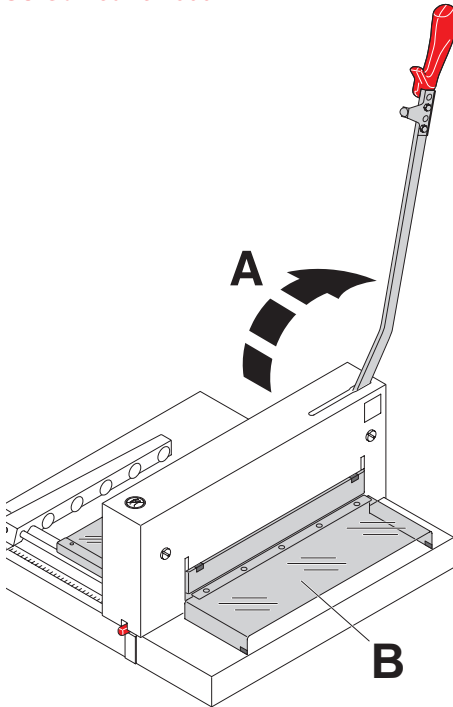


Close the front safety guard (1.). Lower the blade lever using both hands (2.).

Warning! Do not lay your hand on the front cover!

Risk of injury if the overload protective device is released (see page 9).

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After each cutting operation the blade lever (A) has to be returned to top position.

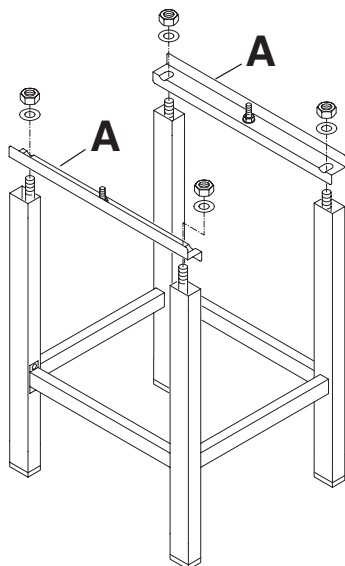
A cutting operation can only be made when the hand guard (B) is in the lowest position.

Danger!

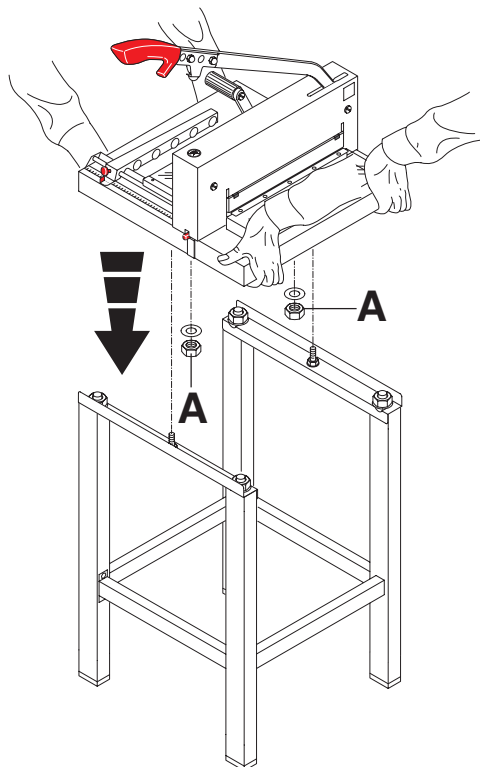
Do not place hands or fingers under the blade if the blade lever is not locked.

Risk of injury!

• Installation (recommended stand)



Unpack the stand (accessory) and assemble according to the enclosed separate instructions. Screw 2 support brackets onto the stand (A).

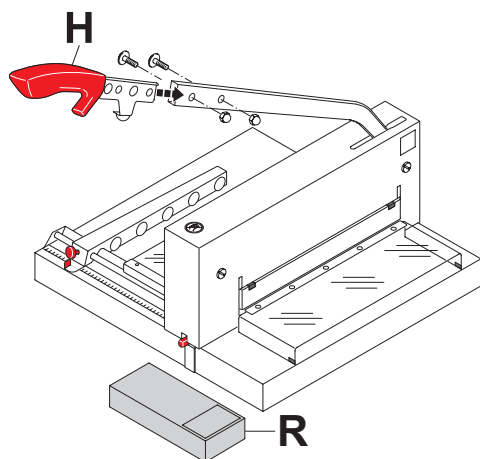


Assembly of stand:

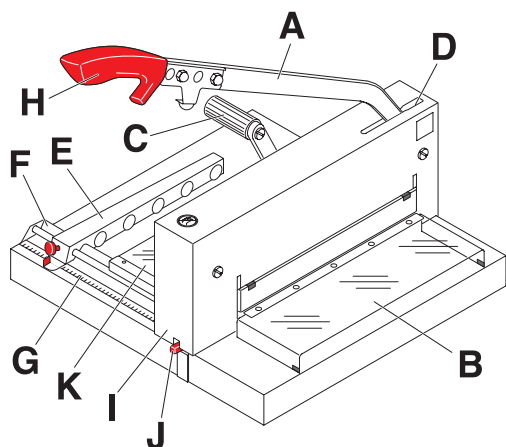
2 strong people are required to lift the machine out of the packaging.

- Place the cutter correctly onto the machine stand. Fit the 2 washers and tighten the 2 hexagon nuts with a spanner (A).

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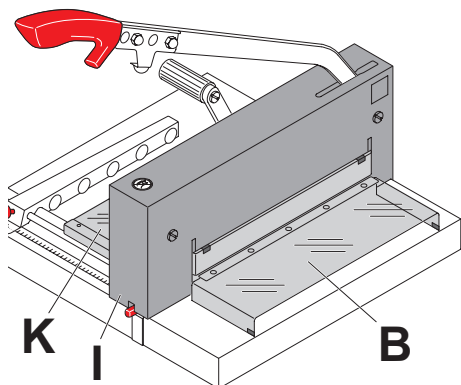


Screw on the handle (H)
(handle found in the tool set (R)).



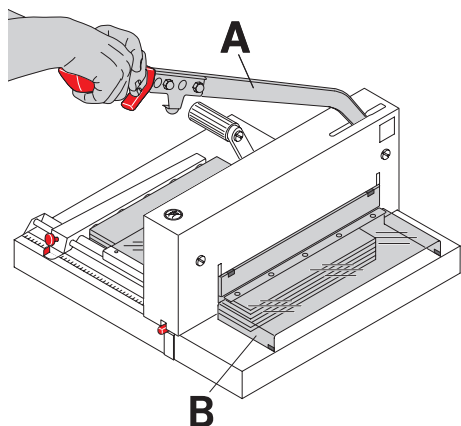
Operating elements

- A - Blade lever
- B - Front safety guard
- C - Paper clamp
- D - Blade adjustment
- E - Backgauge
- F - Side lay left
- G - Measurement indication
- H - Handle for blade lever
- I - Cover
- J - Cutting stick
- K - Rear safety guard

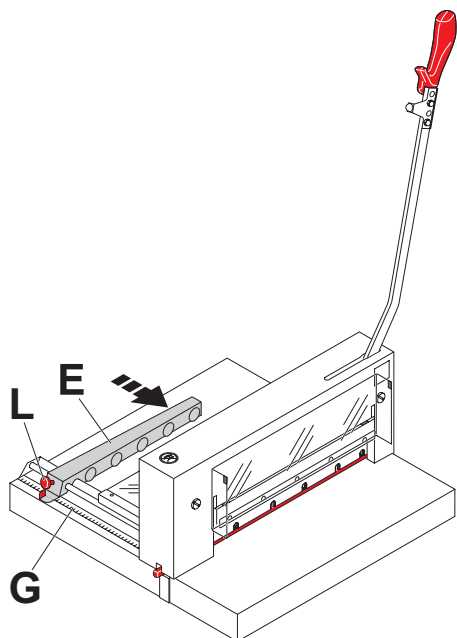


It is not allowed to operate the machine if the operating and safety instructions have not been understood. Please check the safety devices upon their function and completeness before working with.

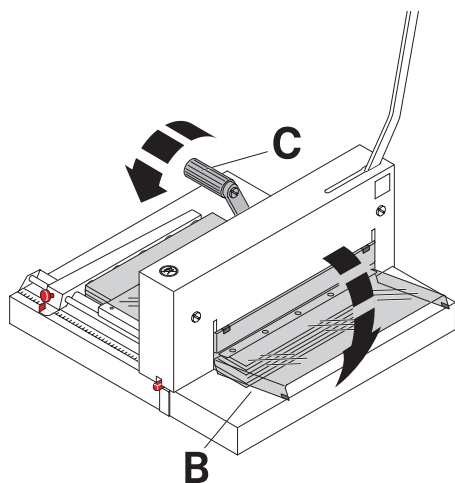
- All covers have to be mounted (B, I and K).
- The release for cutting is allowed only if the front cover (B) is closed. Both hands must be used to pull down the blade lever (A).



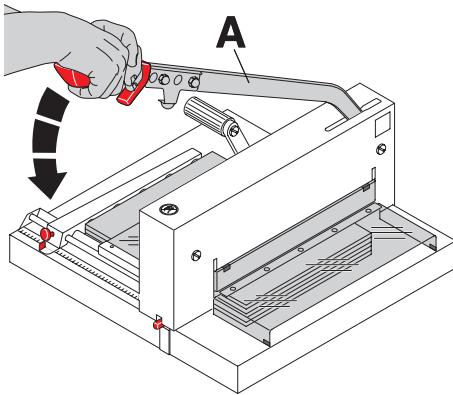
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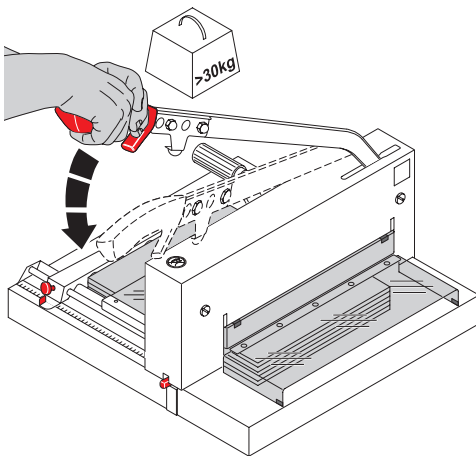
The measurement is set with the backgauge crank (E).
The measurement is shown on the scale (G) next to the side guides (mm/inch).
The locking screw (L) on the backgauge must be tightened.



Before every cut the lever (C) must be pushed to the left and tightened with light pressure.
Bring down the front guard (B).



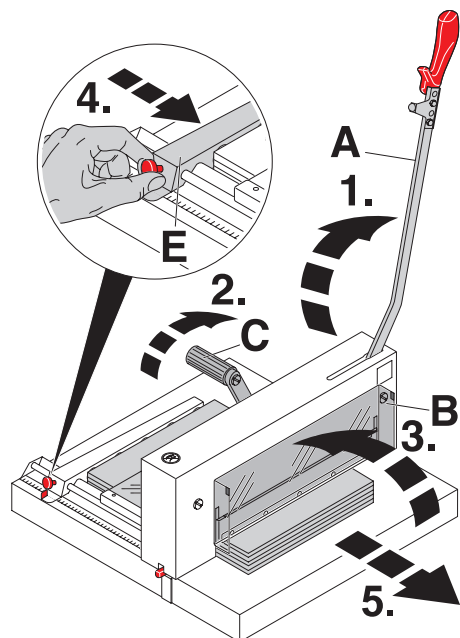
Move the blade lever (A) down using both hands.



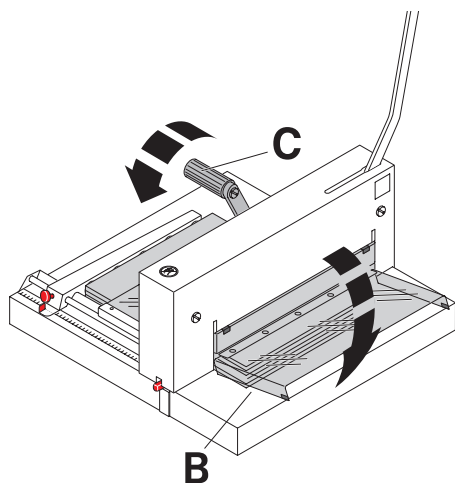
Overload protection

An overload (>30 kg) can be caused on the machine when a blunt blade is used when cutting or other materials are cut for which the machine is not intended for. If the overload exceeds a certain point the blade drops out of the lever and onto the cover. As soon as the blade lever is back in the top position the machine is in working order.

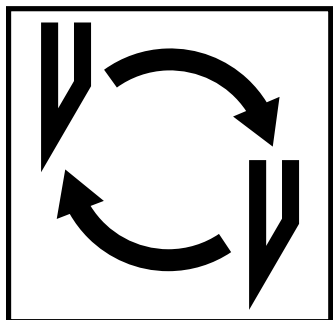
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After cutting the paper move the blade lever (A) back to its top position. Turn the lever to the right (C). Lift up the hand guard (B) and push the paper stack forwards with the backgauge (E). Remove the paper from the machine.



Before every cut the lever (C) must be pushed to the left and tightened with light pressure. Bring down the front guard (B).



If the cutting quality decreases:

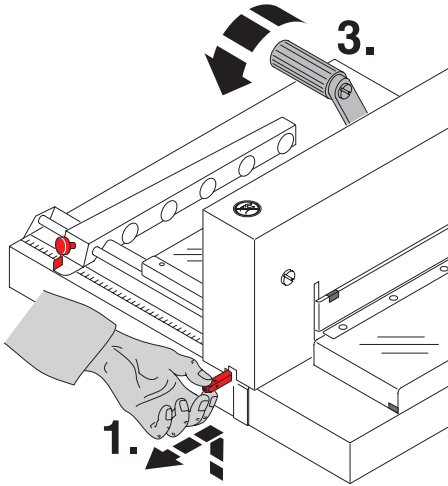
- Check the cutting depth (see page 16).
- Check the cutting stick (see page 12).
- Replace or re-grind the blade (see page 11 - 16).

The blade cannot be ground if the blade height is less than 35 mm/1,38 inches. A new blade must be used.
Purchase the new blade from OPUS.

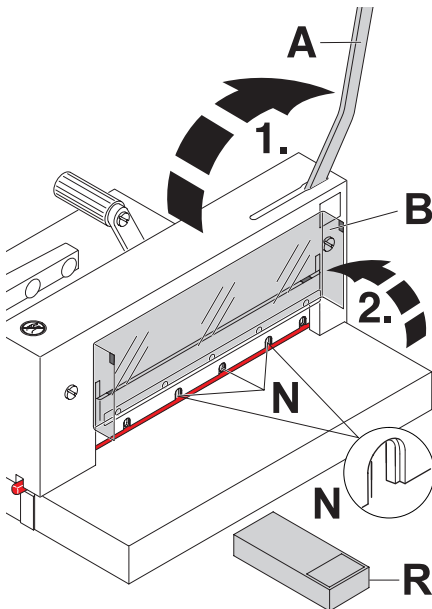
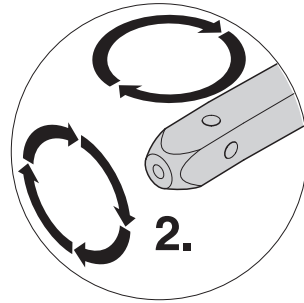
Danger! Risk of injury

The blade is extremely sharp. Do not dismount or transport the blade without protection. Changing the blade may only.

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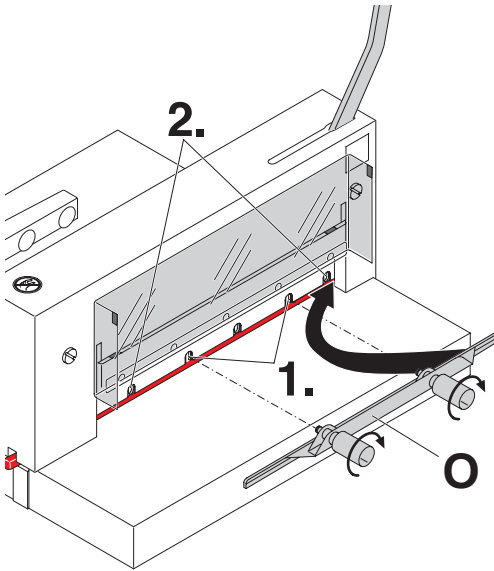
Check the cutting stick: Lift the cutting stick by hand and pull it out (1.). If needed the cutting stick can be turned or exchanged (2.). (The cutting stick can be used eight times). After exchanging the cutting stick **close the clamp by moving the clamp lever to the left (3).**



Changing the blade must be done from the front of the machine:

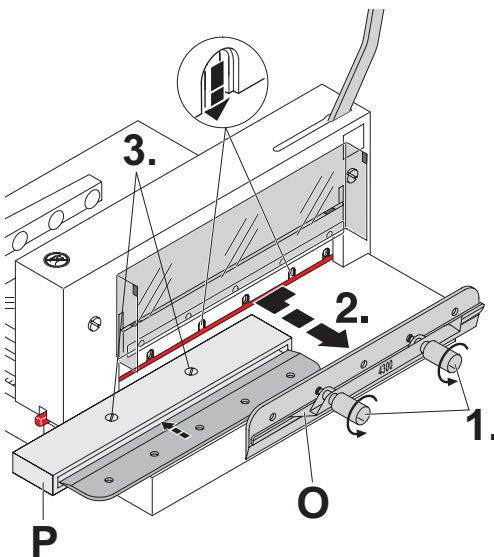
Move the blade lever (A) up. Lift front guard (B) and remove 2 blade screws on the elongated holes and middle blade screws (N). (Found in the tool set (R)).

Attach the blade changing tool (O) to the blade and screw tightly (1.).

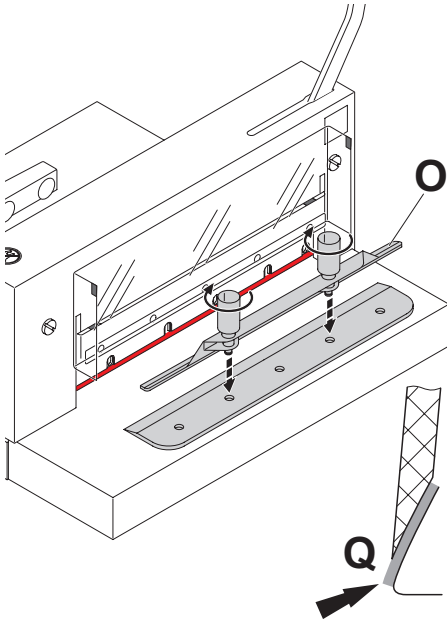


Loosen the grips (1.) of the blade changing tool (O) lightly and allow the blade to be taken downwards out of the machine (2.). Place the blade into the blade carrier (P) and screw it into place (3.).

Danger! Risk of injury!



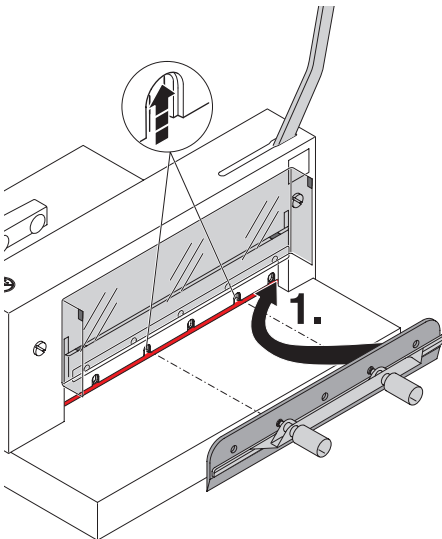
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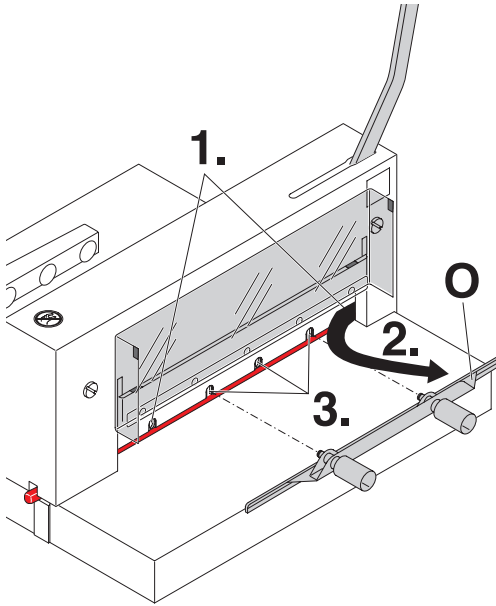
Take the exchange blade carefully out of the blade box and screw tightly to the blade changing tool (O).

• Blade must be covered! (Q).

Danger! Risk of injury!

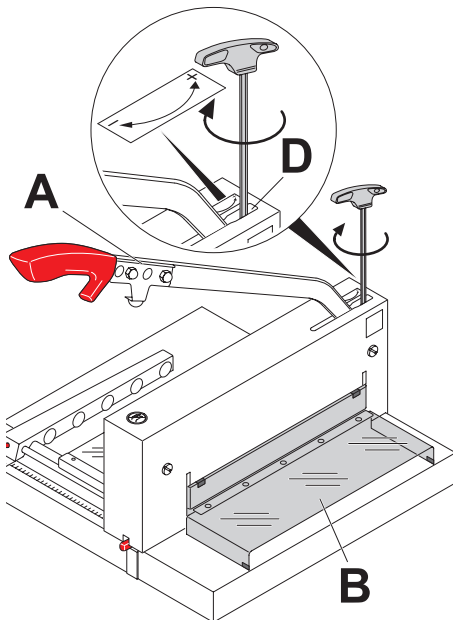


Place the blade to be exchanged, using the blade changing tool (1.), into the blade carrier and push it to the top.



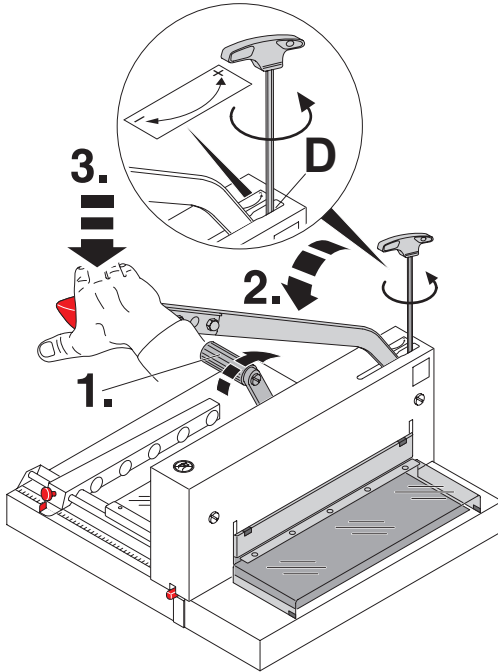
First, lightly tighten blade screws left and right (1.) Remove the blade changing tool (O) (2.).

The blade is held with 2 magnets.
And lightly tighten the remaining blade screws (3.).



Close the front guard (B) and move the blade lever (A) slightly down.
Turn the blade depth adjustment screw (D) 6 times to the right (-)
Guide the blade lever back to the top position.

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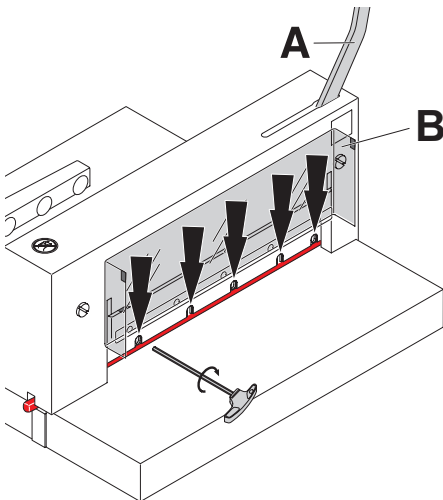


Check the cutting depth:

Open the clamp by moving the clamp lever to the right (1.).

Remove all tools and place sheets of paper along the entire cutting length.

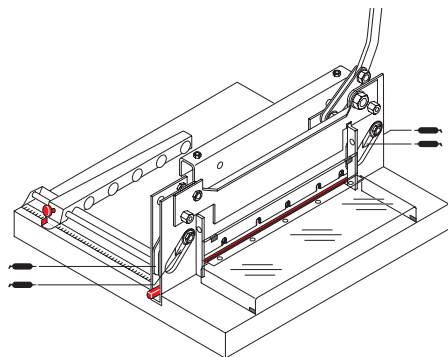
- Lower the blade lever as far as it will go (2.).
- Press the blade holder (3.) lightly and turn the knob for blade depth adjustment (D) to the left (+) until the paper is cut along the entire width. (1 turn = 1,5 mm)



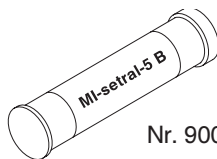
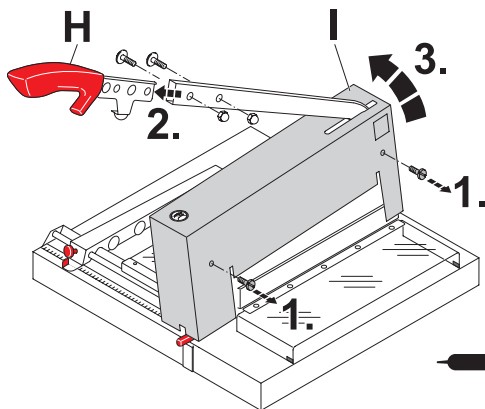
Move the blade lever (A) up. Lift front guard (B) and tighten the 5 screws.



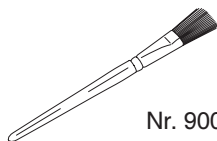
Maintenance work may only be performed by trained staff.



From time to time all movable parts have to be lubricated. (Use non-resinous grease). All paper and dust should be removed, as well as and grease. Remove the blade lever handle (H) and cover (I).

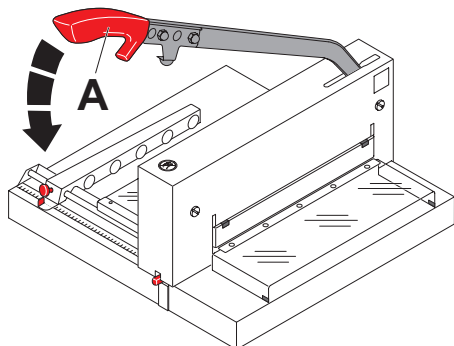


Nr. 9003 233



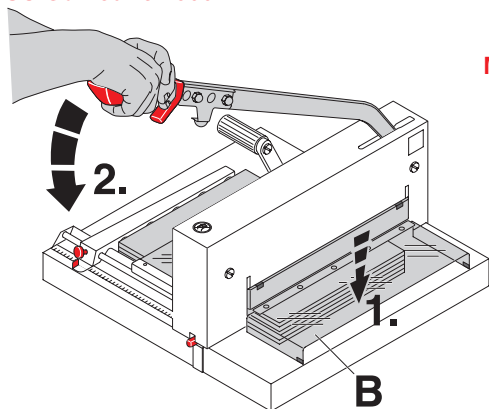
Nr. 9001 828

 = Greasing points on the machine.



The blade lever (A) should never fall automatically.

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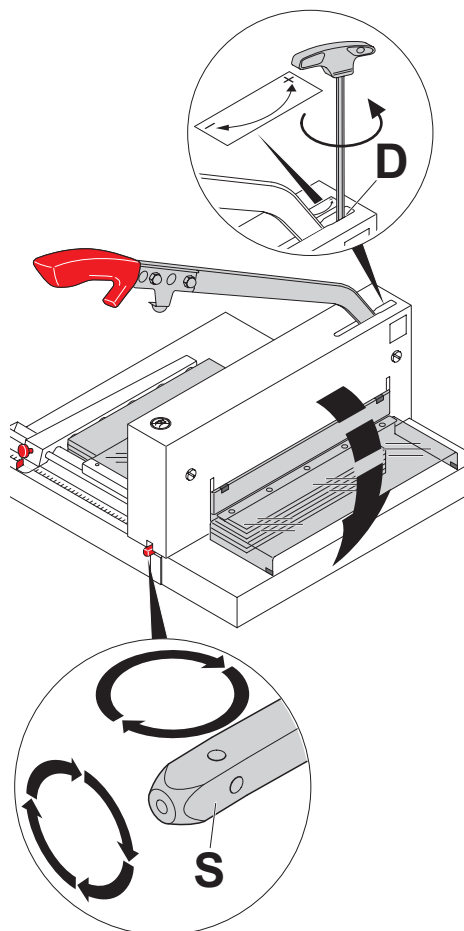


Machine does not function!



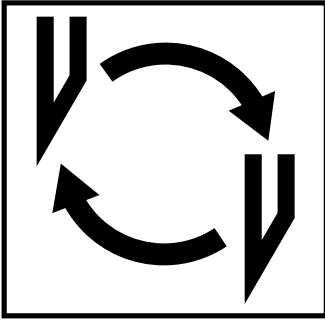
Cut cannot be made.

- Close the front cover (B).



Does not cut through the last sheet:

- Turn around or rotate the cutting stick (D) (see page 12) if required re-adjust the blade by turning the blade adjustment (E) to the left (+). (See page 16).



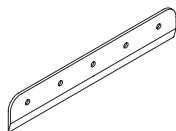
Cutting quality decreases or cutting is very difficult to make.

(Blade is blunt)

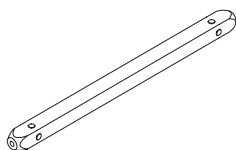
- change the blade (see page 11 - 16).

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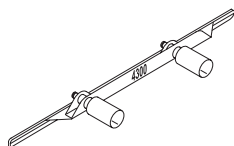
Recommended Accessories:



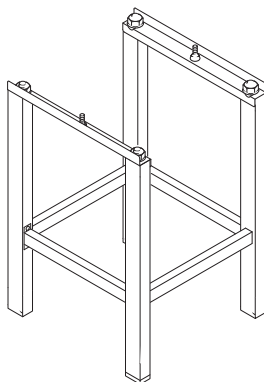
Blade



Cutting stick (6 pieces)



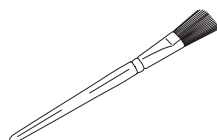
Blade changing tool ¹



Stand



Special grease



Brush

¹ Included in delivery.



This machine is approved by independent safety laboratories.

The company is certified under the DIN EN ISO 9001:2008 and DIN EN ISO 14001 quality standards. The exact technical specifications can be found on the technical specifications sticker on the machine. To claim under guarantee, the machine must still carry its original identification label. Subject to alterations without notice.

OPUS Creasing Adapter



Ensure the guillotine and paper clamp handles are in the open position, now lift the safety guard up, fit the creasing tool in the cutting slot.



Regulate the device with the thumb-screws so it is square and parallel against the paper clamp. Make a test with a plain piece of paper.



Use the back adjustable guide to set the creasing position.



Now put the project to be creased into the creasing/cutting slot. Push the handle partly down to hold the project in position. Ensure it's square and in position. Now press harder to make the crease.

HAZARD VERY SHARP BLADE.

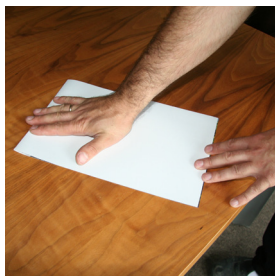
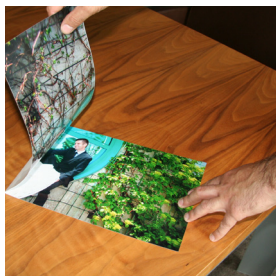


Remove the project from the slot.

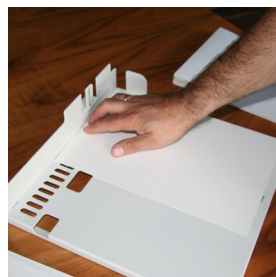
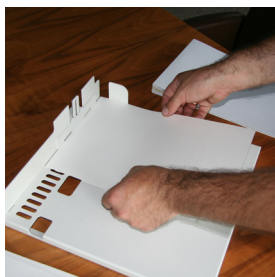
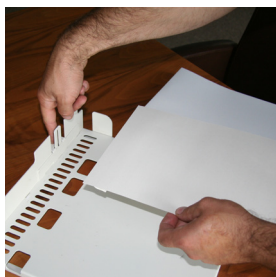
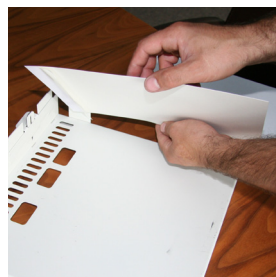
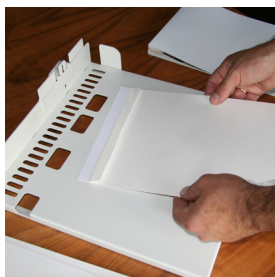
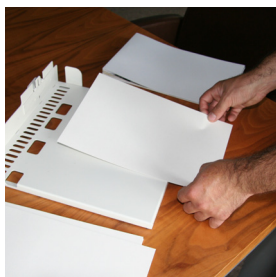


The creased project!

OPUS O.PhotoBlock Maker 310 mm

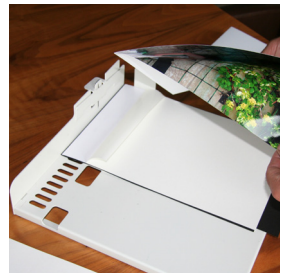
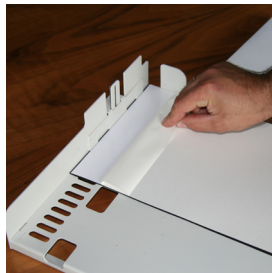
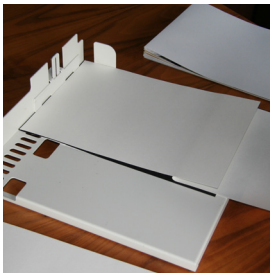
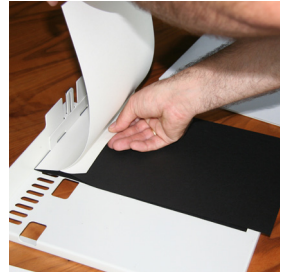
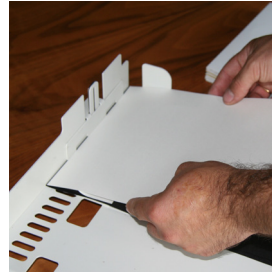
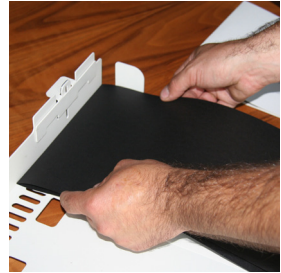
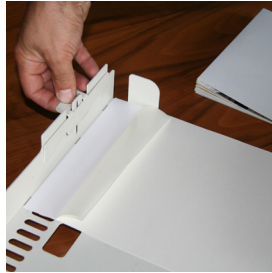
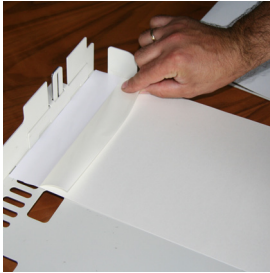


Collect printouts and put them in order ready to join together.



Making a Photobook insert using:

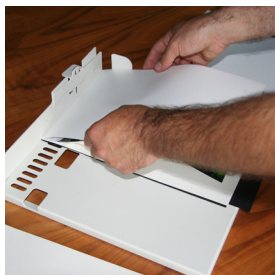
- OPUS O.PhotoBlock Maker 310 mm
- Digital printouts
- O.DSA Cardboard A4
- O.LINER A4 black



Making a Photobook insert

After sticking all the pages together to make the insert, use O.LINER A4 black, on the first and last page, now you are ready to stick the insert to the cover.

OPUS O.PhotoBlock Maker 310 mm



Making a Photobook insert

Now stick the insert, to the O.LINER black, now you are ready to stick the insert with the cover.

- Cutting and trimming the Photobook insert



Cutting and trimming the the Photobook insert to the size before inserting in to the cover - using OPUS Guillotine 4300



The effect!



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