

Classroom

# LAMINATOR

## Dual-Mode Laminator with Hot and Cold Settings



### IMPORTANT SAFETY INSTRUCTIONS

Read all safety instructions closely before using this unit. Retain these instructions for future reference.

Educational  
Insights®



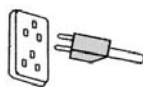
## CAUTIONS



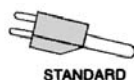
- Keep loose clothing, fingers, hair, jewelry, and other foreign objects away.



- Do not insert anything into the unit other than laminating films and suggested items.



- Always unplug the unit when not in use to prevent accidents.



- Do not operate unit with a damaged power supply cord.

## SAFETY INSTRUCTIONS

Your safety and the safety of others is important to Educational Insights. In this manual, as well as on the product, are important safety instructions. Please read and retain these instructions.

- Follow all warnings and instructions marked on this product.
- Unplug this product from the wall outlet before cleaning. If needed, the housing can be cleaned with a cloth, dampened with a mild soap and water solution.
- Do not let children have access to the unit.
- DO NOT laminate metal objects (iron, aluminum, copper, etc.).
- Do not insert anything into the unit other than laminating films and suggested items.
- The unit is only to be used for laminating.
- Never disassemble, repair, or redesign the machine on your own.
- Always turn off and unplug the unit when you smell a strange odor or when the unit is not in use.
- To reduce the risk of electric shock, the unit has a polarized UL approved plug (with one blade wider than the other). This plug will fit in a polarized outlet only one way. If the plug does not fit fully in the outlet, reverse the plug. If it still does not fit, contact an electrician to install the proper outlet.
- Do not change the plug in any way. If the supply cord is damaged, it must be replaced by the manufacturer or similarly qualified person in order to avoid hazard. Do not operate the unit with a damaged power cord or plug.
- Never use the laminator near a stove or in a humid environment. Do not touch the plug with wet hands or immerse the base in liquid.
- Prevent possible damage to the plug and power cord and never drag or twist them.
- Do not operate the unit after it malfunctions.
- Be sure the ON/OFF manual switch is in the off position before plugging in the laminator.

## FUNCTIONS

The Classroom Laminator can be used with hot or cold laminating films. You can laminate paper, index cards, photos, documents, etc., as long as each item is no thicker than  $\frac{1}{32}$ ".

## OPERATION

**Hot Laminating** (The pouches included with this product are for hot laminating.)

1. Be sure the ON/OFF manual switch is in the OFF position before plugging in the laminator.
2. Insert the power plug into an electrical socket and press the power button. A green indicator light will turn on.
3. Push the control switch to "HOT." The motor will start up but the yellow indicator light will not turn on.
4. Wait 15 to 20 minutes for the unit to warm up. Once it has reached the proper temperature, a red indicator light will turn on.
5. Place the item you wish to laminate in a hot lamination pouch leaving  $\frac{1}{8}$ " to  $\frac{3}{8}$ " from the sealed end of the pouch.
6. Insert the filled pouch, closed side first, into the slot of the unit.
7. The unit's rollers will automatically pull the pouch into the unit and laminate the item.
8. Retrieve your item when it has exited the back of the laminator.

## Cold Laminating

1. Be sure the ON/OFF manual switch is in the OFF position before plugging in the laminator.
2. Insert the power plug into an electrical socket and press the power button on the right side of the laminator. A green indicator light will turn on.
3. Push the control switch to "COLD." A yellow indicator light will turn on.
4. Place the item you wish to laminate in a cold lamination pouch leaving  $\frac{1}{8}$ " to  $\frac{3}{8}$ " from the sealed end of the pouch.
5. Insert the filled pouch, closed side first, into the slot of the unit.
6. The unit's rollers will automatically pull the pouch into the unit and laminate the item.
7. Retrieve your item when it has exited the back of the laminator.

## WHEN FINISHED LAMINATING

When the item is fully laminated and exits the unit, it may be very hot and soft. Handle the laminated item with care. Pressing the item between books may help make it flat and smooth.

## TIPS

In order to avoid creasing, DO NOT insert the open side of the laminating pouch into the slot first. Follow the guidelines at the entrance of the slot when inserting items to make sure your film is inserted properly.





## CARE AND CLEANING

Over a period of time your laminator's rollers may acquire residue. Since deposits of residue will influence the laminator's results, clean the rollers periodically after use. Insert a folded, letter-size piece of paper into the entrance of the laminator. The paper will exit the unit with any residue present. Repeat several times to clean the rollers.

## SAFEGUARDS AND PRECAUTIONS

### CAUTION

Please read the following information before using your Classroom Laminator. The unit has been engineered and manufactured to assure your personal safety. But improper use can result in potential electrical shock or fire hazards. In order not to defeat the safeguards incorporated in the unit, observe the following safety rules for its installation and use.

<b>WARNING: TO REDUCE THE RISK OF FIRE OR ELECTRIC SHOCK, DO NOT EXPOSE THIS PRODUCT TO WET LOCATIONS.</b>		
	<b>CAUTION</b> RISK OF ELECTRIC SHOCK DO NOT OPEN	
CAUTION: TO REDUCE THE RISK OF ELECTRIC SHOCK, DO NOT REMOVE COVER. NO USER-SERVICEABLE PARTS INSIDE.		
 This symbol warns the user of uninsulated voltage within the unit that can cause dangerous electric shocks.	 This symbol alerts the user that there are important operating and maintenance instructions in the literature accompanying this unit.	

1. Operate only from a power source providing 110/120 VAC. Do not use 220/240 VAC.
2. Protect and route the power cord so that nothing rests on or rolls over it. Be especially careful at plug-ins, convenience receptacles, or cord exit points. Frayed power cords or damaged plugs are hazardous, and should be replaced by a qualified service technician. Overloaded wall outlets and extension cords may cause fire or electrical shock hazards.
3. Do not cover or block ventilation holes in the laminator. Doing so may cause heat build-up which may damage the equipment or create a fire hazard.
4. Keep the laminator away from wet locations, such as bathtubs, sinks, and swimming pools.
5. If the laminator has been exposed to rain, moisture or liquids, unplug it and allow it to dry before further use. Rain or excessive moisture may cause electrical shorts which can result in fire or shock hazards.
6. Unplug the laminator before cleaning. Use a damp cloth for cleaning. Do not use cleaning fluids or aerosols. They could enter the unit and cause damage, fire, or electrical shock. These substances may also mar the finish of the unit.
7. Do not insert foreign objects into the laminator. Never operate the unit if any foreign object has entered it. Electrical shorts can result, causing fire or shock hazards. Unplug the laminator immediately, and contact EI Customer Service.