

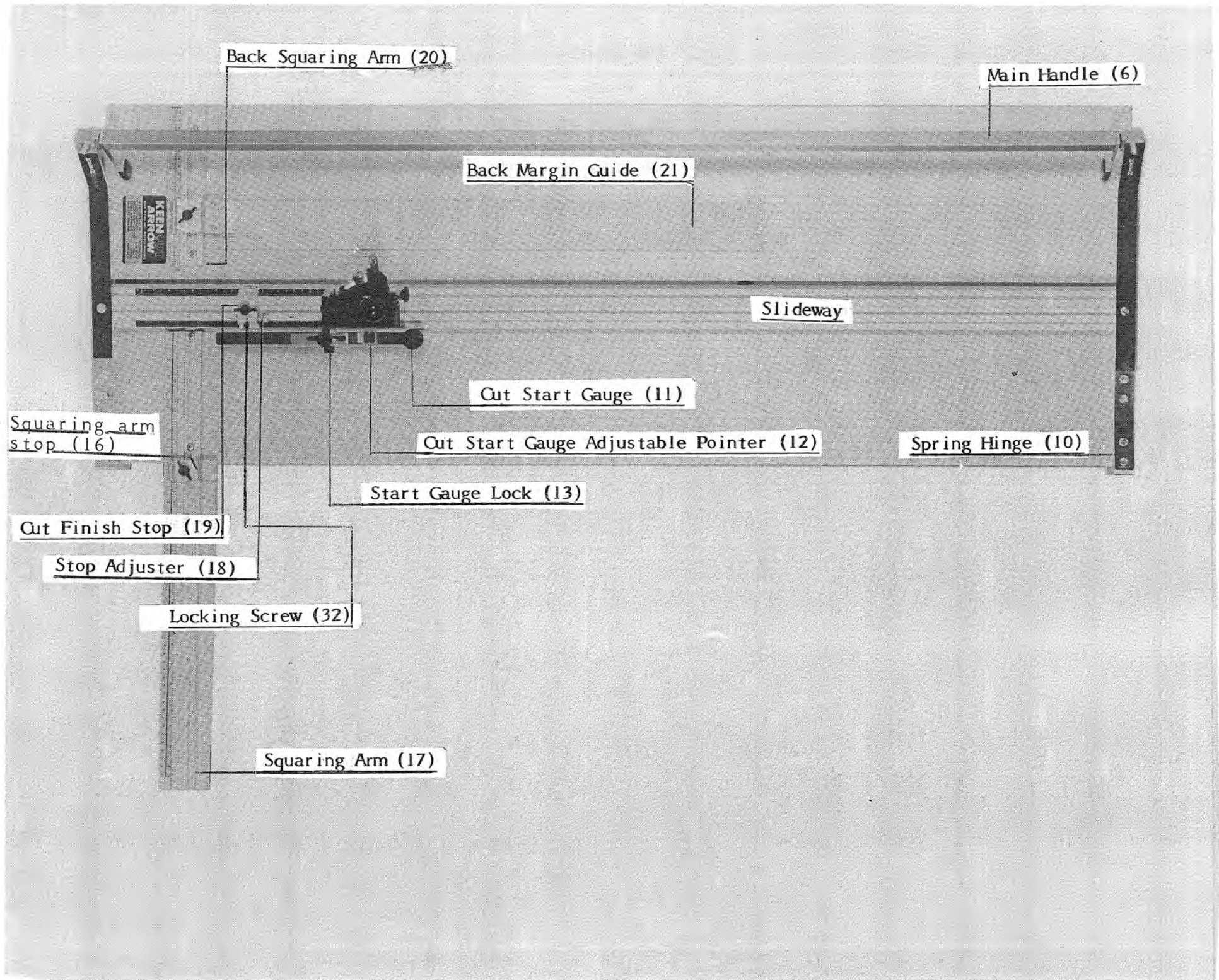
KEENCUT ARROW

INSTRUCTIONS FOR USE

Thank you for your confidence in purchasing a Keencut Arrow mount/mat cutter. Please be assured of our full co-operation in assisting you to make full, effective and profitable use from your fine machine.

If you need, or indeed if you wish to offer, advice or assistance just call us.

**PLEASE READ THE INSTRUCTIONS AS YOU FIRST SET-UP THE MACHINE
AND NOT WHEN ALL ELSE HAS FAILED.**



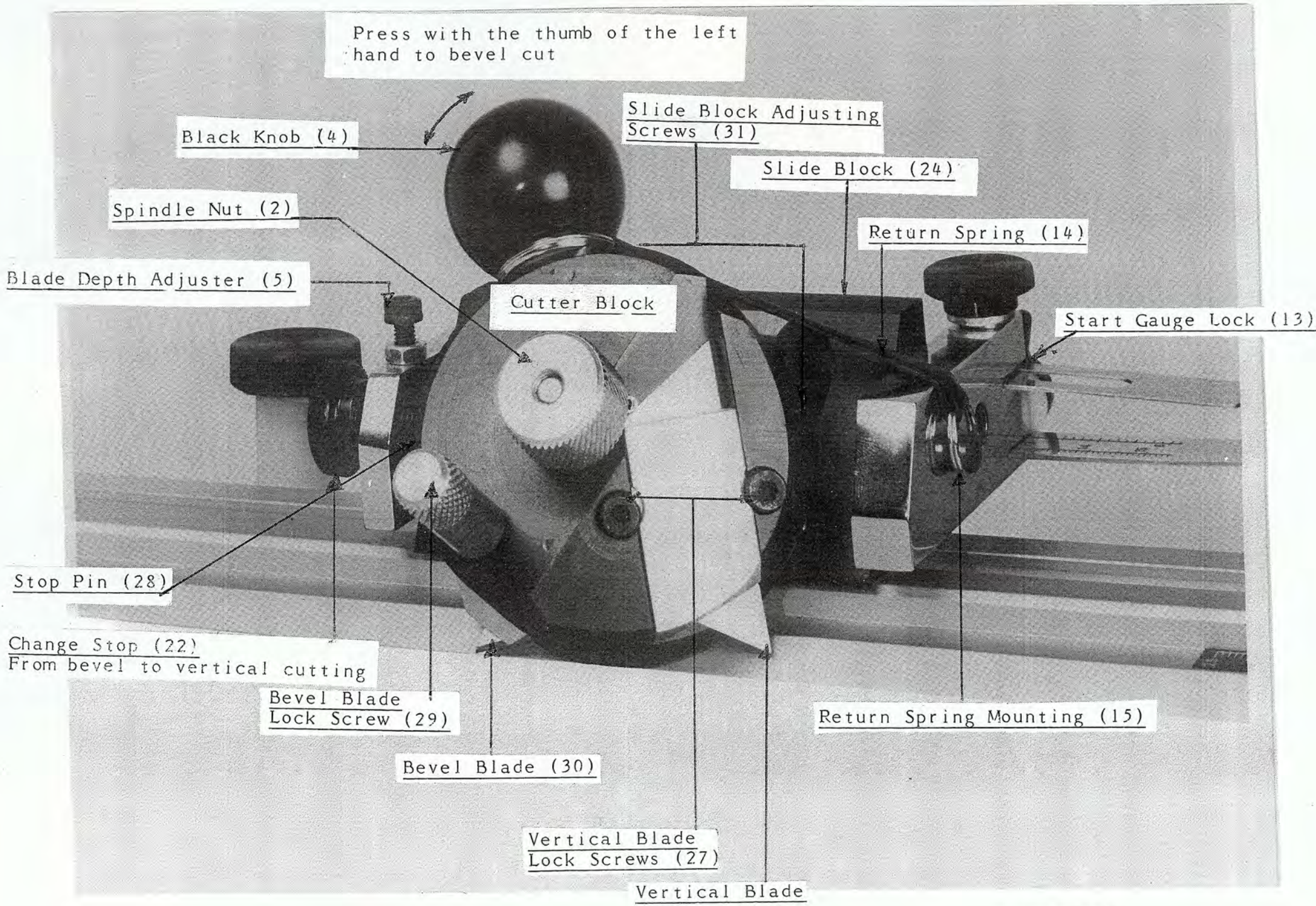
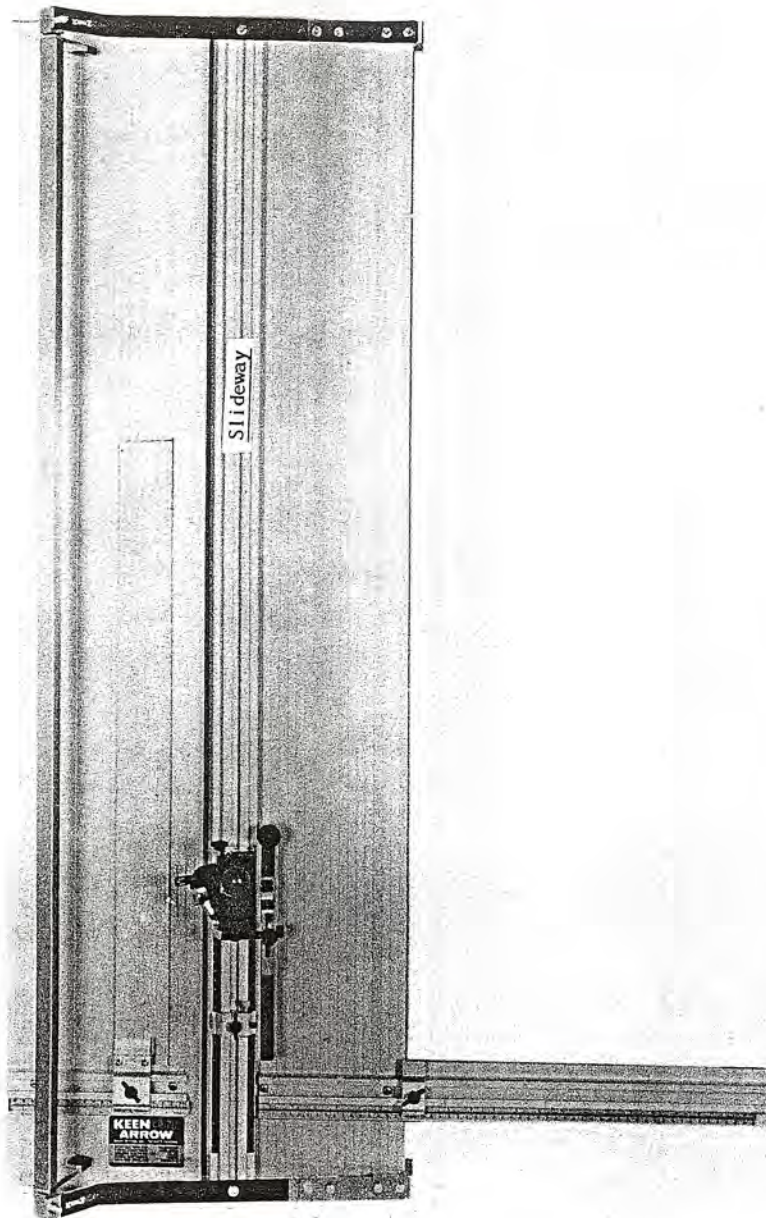


FIGURE (B)



CUTTING THE CARD TO SIZE USING THE VERTICAL BLADE

1. Ensure that the slideway is in the support position, and that the finish of cut stop (19) is free to move on the slideway.
2. Set the squaring arm stop (16) to the desired outside dimension of the mount and position the card on the machine with one edge firmly against the squaring arm (17) and at the same time contacting the stop (16).
3. Standing in position 'A' indicated by feet in sketch, push the cutter block assembly away from you, and twist the handle (6) to lower the slideway onto the card. The vertical blade should now be in the centre slot.
4. Using either hand, pull the cutter block assembly towards you until the card has been cut along its length.
5. Lift and twist the main handle (6) to the support position, push the cutter block assembly away from you and remove the card.

Repeat steps 1-5 to cut the card to the desired size.

PREPARING A SLIP MAT

A slip mat is a piece of card which provides a firm backing into which the blade can slightly penetrate whilst bevel cutting. Its purpose is to prevent downward displacement of the mount face by the passage of the blade.

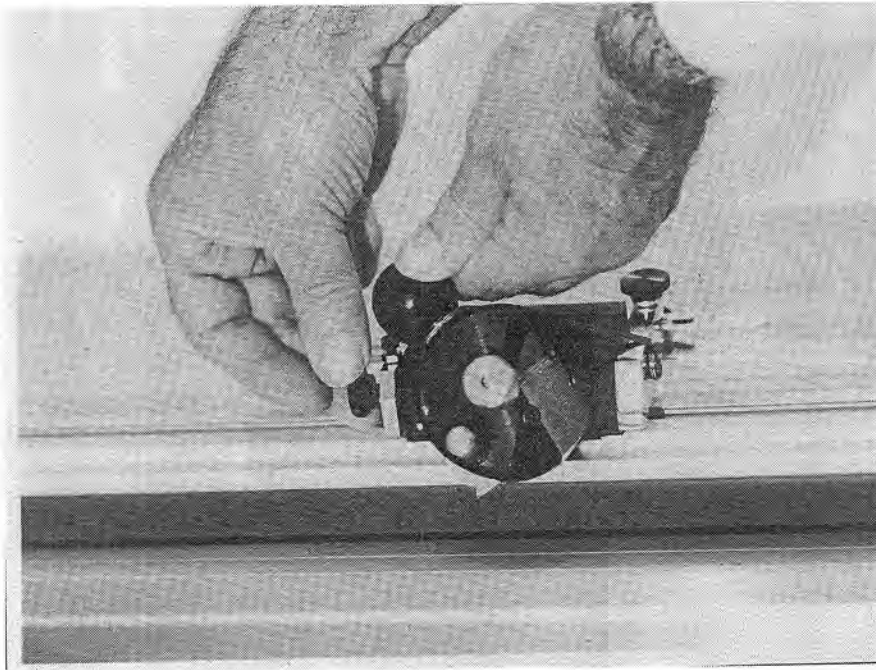
Note: A slip mat is only required for bevel cutting and should be removed from the machine when vertical cutting.

1. Cut a piece of scrap card longer than the mounts which are to be cut.
2. Place the prepared slipmat on the machine base underneath the slideway.

Note: The slipmat can be moved slightly to present a clean surface to the cutting blade and will be effective until the surface becomes severely damaged.

BEVEL MOUNT CUTTING

Your Keencut Arrow has been carefully assembled, tested and fully calibrated to bevel cut 6 sheet mountboard as you will see by the test card with the machine. If the mountboard you intend to use is of a different thickness some minor adjustments may be required and are described in detail on pages 5 and 6.



CHANGING THE MACHINE TO BEVEL CUTTING MODE

1. Ensure that the slideway is in the support position and that the change stop (22) is unscrewed far enough to allow the stop pin (28) to pass it.
2. Push the black knob against the elastic spring pressure until it touches the blade depth adjuster (5) and lightly screw in the change stop (22) to its limit. The machine is now in bevel cutting mode.

USING THE MEASURING STOPS

Your Keencut Arrow is fitted with stops which indicate the start and finish points of a preset border width.

The back margin guide (21) determines the border width.

The cut start gauge (11) determines the starting point of a cut.

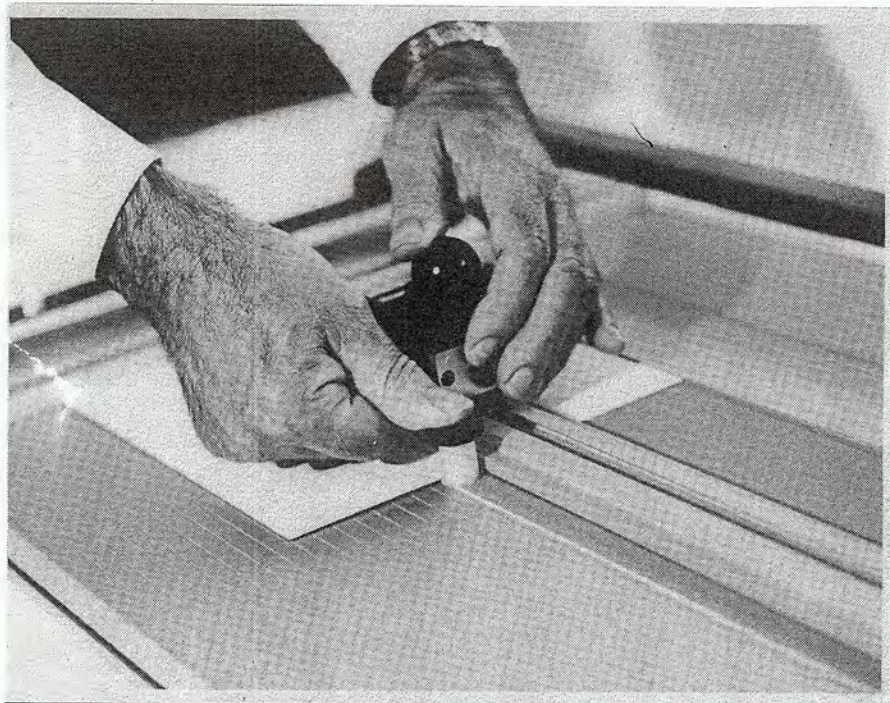
The cut finish stop (19) determines where the cut will finish.

To cut a mount with equal borders i.e. 5cm set the stops all to read the same measurement i.e. 5cm.

CUTTING A MOUNT

1. Set the stops to the desired border widths i.e. 5cm.

2. Ensure that the slideway is in support position with a slip mat fitted and that the cutter block is set to bevel mode.



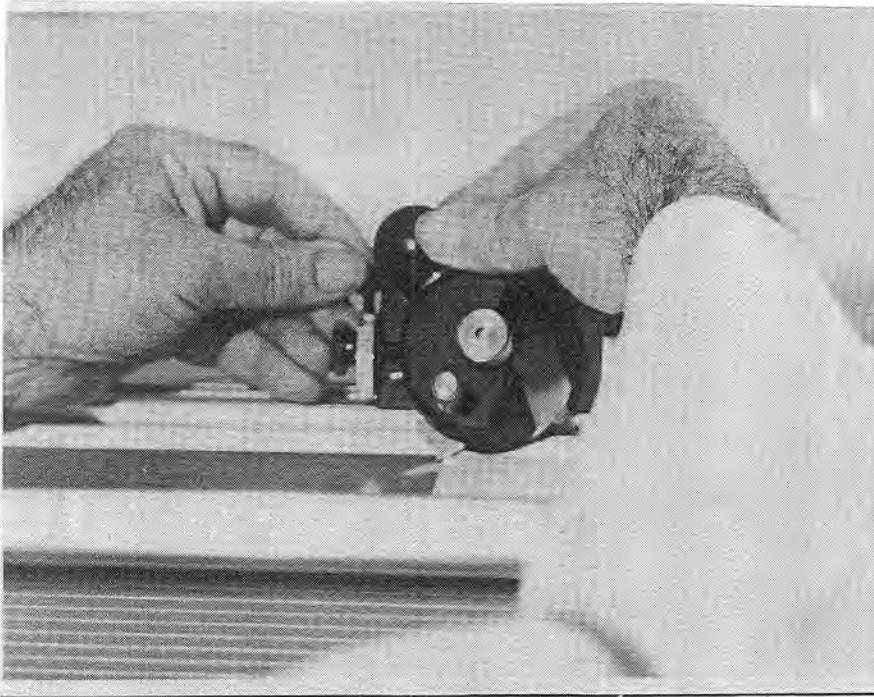
3. Place the mount to be cut on the machine face side down with the edges located firmly against the back squaring arm (20) and the back margin guide (21). Twist the handle (6) to lower the slideway onto the mount.

4. Push the cutter block assembly away from you until it has passed the top edge of the mount on the machine. With the thumb of your right hand, press down on the cut start gauge (11) until the white block makes contact with the base, then draw the block towards you until the start gauge (11) is arrested by the edge of the mount card.

5. Hold the start gauge firmly down in this position and place the thumb of your left hand on the cutter assembly black knob (4). With the fingers of the left hand placed behind the slide block press with the left thumb until the black knob touches the blade depth stop (5).

6. Release the start gauge and whilst maintaining pressure with your left thumb, draw the cutter block assembly towards you until it makes contact with the finish of cut stop (19). Release the black knob and return the cutter block assembly ready for the next cut.

7. Lift the main handle (6) and twist to support position. Turn the card through 90 degrees anti-clockwise. Repeat steps 2-5.

BLADE DEPTH ADJUSTMENT

1. Ensure that the machine is in bevel cutting mode (see page 3) and that a slip mat is in position.
2. Place a scrap piece of mount card (of the same thickness to be used) against the back squaring arm (20) and the back margin guide (21).
3. Depress the bevel blade and draw the slide block towards you until the blade is almost touching the edge of the mount card. At this point the tip of the blade should be cutting into the slipmat approximately 1mm. if it is cutting less than 1mm, turn the blade depth adjuster (5) clockwise until the correct setting is achieved. If the blade is cutting into the slip mat by more than 1mm, turn the blade depth adjuster anti-clockwise.

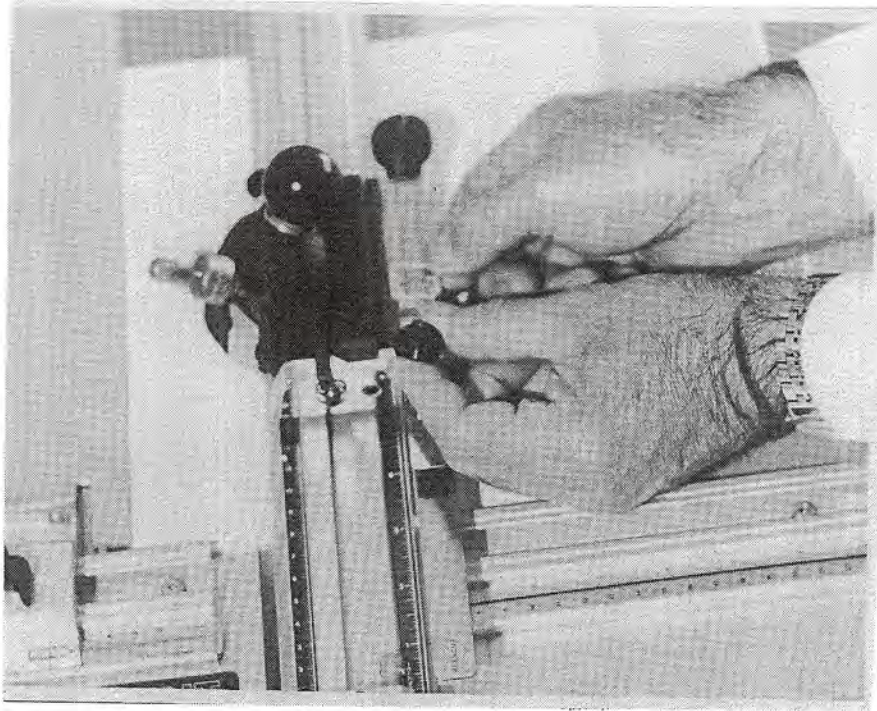
Note: The best results will be achieved when the blade penetration is the minimum necessary to cut fully through the mount. The blade depth adjuster (5) can be set and locked if the card thicknesses are always the same.

CALIBRATING THE BACK MARGIN STOP

The back squaring arm (20) is fitted with a scale which can be slid from side to side, enabling fine adjustment of the back margin stop (21) to be made.

1. Make a test cut and remove the matboard from the machine. Use an accurate steel rule to measure the width of the margin on the face of the board (for example 42mm).
2. If the reading on the scale (20) is not 42mm, slide the scale in its slot until the 42mm dimension coincides with the leading edge of the margin stop (21) indicated by the red pointer.

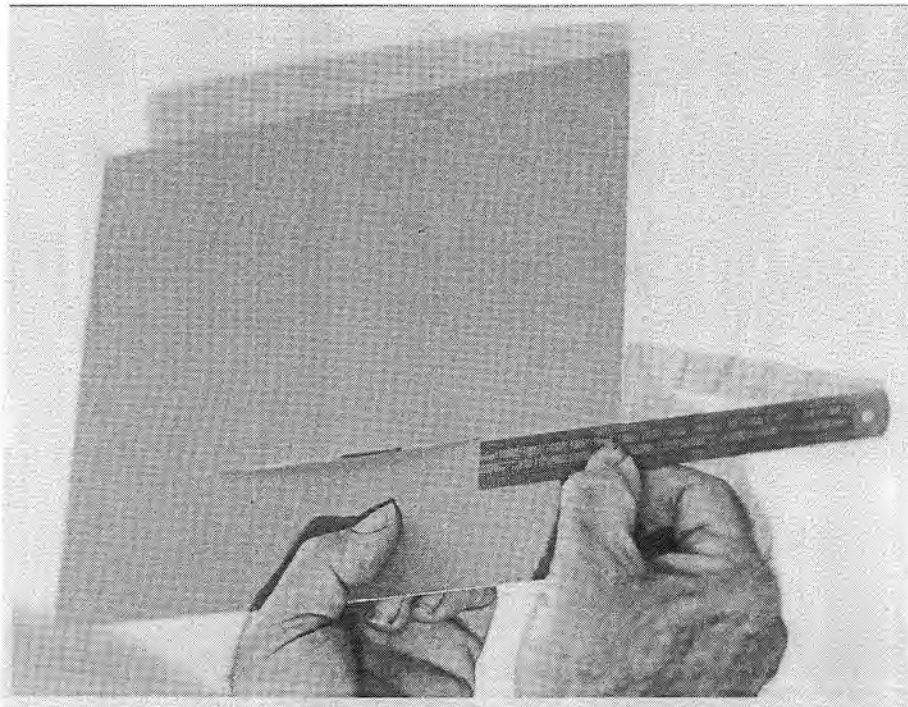


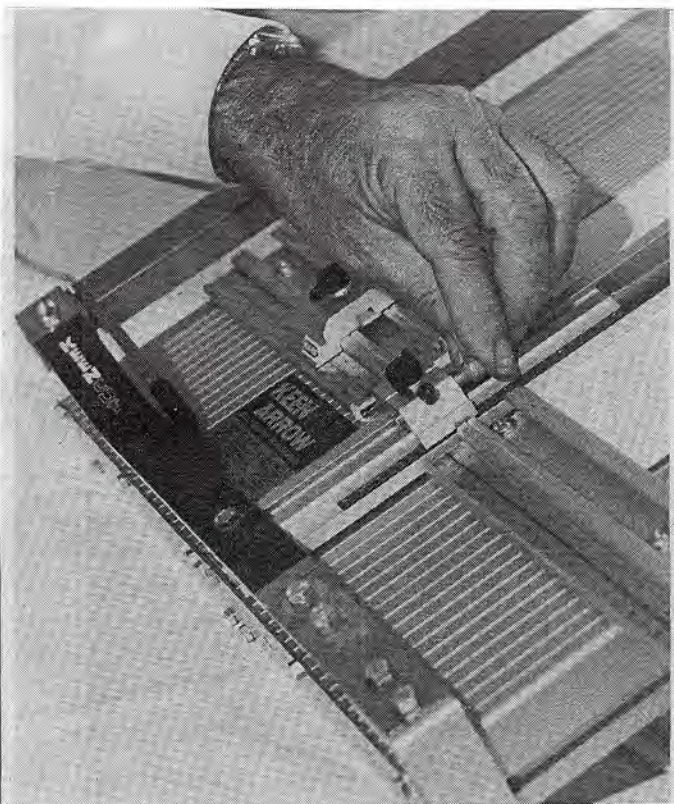


CALIBRATING THE START GAUGE

The start of cut gauge can be calibrated by movement of the windowed pointer (12) which is fitted above the start gauge scale.

1. Make a test cut and remove the matboard from the machine. Use an accurate steel rule to measure the distance from the edge of the board to the start of the cut on the face side (for example 51mm).
2. Loosen the lock screw on the windowed pointer (12) and move the pointer until one of the points is directly above the 51mm dimension and then tighten the lock screw.



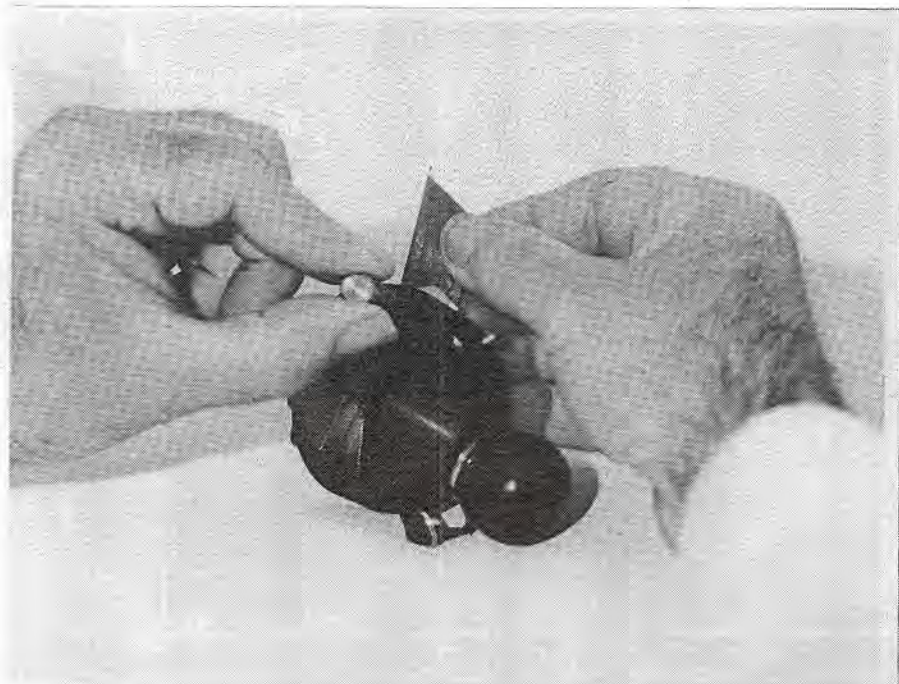


CALIBRATING THE CUT FINISH STOP

The cut finish stop (19) is adjustable by turning the screw stop adjuster (18). Before moving the adjuster (18) the locking screw (32) should be undone one turn. When adjustment has been made the locking screw (32) should be tightened.

1. Make a test cut and remove the matboard from the machine. Use an accurate steel rule to measure the distance from the finish of the cut line to the edge of the board on the face side (for example 30mm)
2. Check to see if the setting of the cut finish stop (19) indicated by the red arrow, corresponds with the measurement taken with the steel rule.
3. If the setting showing is for example 28mm then the screw stop adjuster (18) should be shortened by 2mm, or alternatively if the setting showing was 32mm the screw stop adjuster (18) should be lengthened by 2mm.

Note: Damage may result if tools of any description are used to tighten the locking screw (32).



BLADE CHANGING

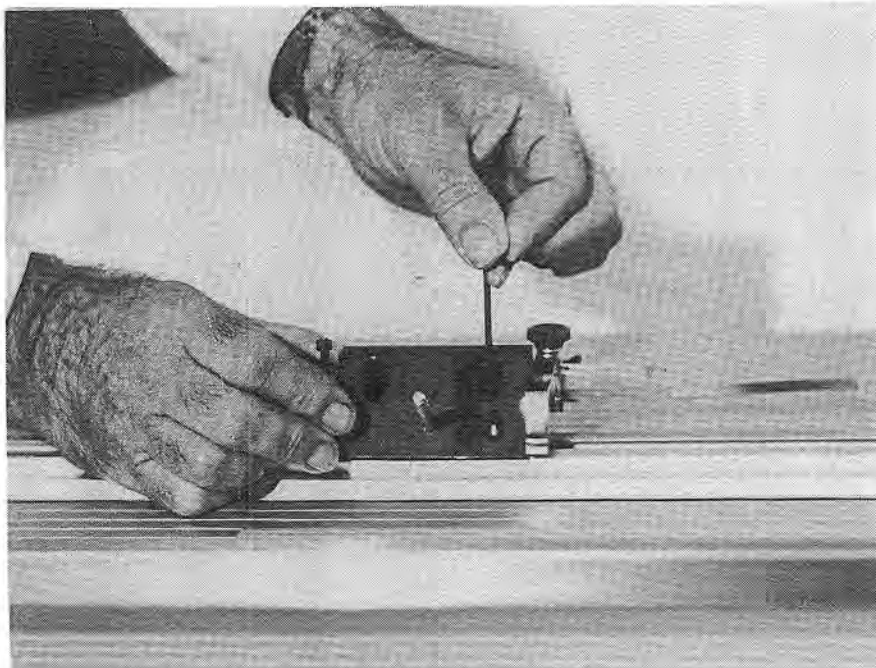
1. Lift and twist the main handle (6) to support position and set the cutter block to vertical mode.
2. Unhook the elastic spring (14) from its mounting (15). Unscrew the knurled spindle nut (2) and remove the cutter block, always handling it by the black knob.
3. Loosen and remove the appropriate blade. The bevel blade is restrained by the lock screw (29) and the vertical blade is held by the two screws (27) (use the 3mm allen key provided).
4. Turn the blade to its unused end or replace it if necessary. Push the blade into its mounting until it can not go further. The blade mountings have stops built in.
5. Lock up and reverse the procedure.

MAINTENANCE

Cleaning of the slideway should be carried out daily, using a soft dry cloth. If the slideway should become severely contaminated, use a spirit applied sparingly to a cloth.

If a spirit is used it will remove the silicon which has been impregnated in the slideway and it will therefore be necessary to apply a new film of silicon lubricant. A wide scrap of card placed under the slideway when spraying with silicon will prevent contamination of the baseboard. Run the slide block up and down three or four times, then remove the excess spray with a soft dry cloth

WARNING: Under no circumstances should WD40 or oil be used on the slideway.



Other than regular cleaning the Keencut Arrow has been designed to be virtually maintenance free, however during the running in period it may be necessary to adjust the slide block (24) in order to eliminate excess play on the slideway. The procedure is as follows.

Use the 3mm allen key provided to turn the two adjusting screws (31) which are set into the block. Turning the screws clockwise from the top will tighten the slide and anti clockwise will loosen it. When the slide is properly adjusted there will be very slight cross movement at each end of the slide block (24). The amount of play should be exactly even.

The cutter block spindle should occasionally be lubricated, using a small amount of Vaseline or similar petroleum jelly applied very lightly with a cloth.