

Fellows and GBC Laminators



Introduction: The two laminators the Maker Studio offers will coat a document in a layer of protective film. There are two styles. The pouch laminator is suitable for single sheet laminating and is located at both branches. The roll laminator can laminate large quantities or large objects and is only available at the Liberty location.

Fellows Saturn 125i Pouch Laminator

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GBC Fusion 3000L Pouch Laminator

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GBC Ultima 65 Roll Laminator

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Fellowes Saturn 125i Pouch Laminator

Parts of the machine



Operating the pouch laminator

1. Plug in the laminator and turn on the switch on the back of the machine.



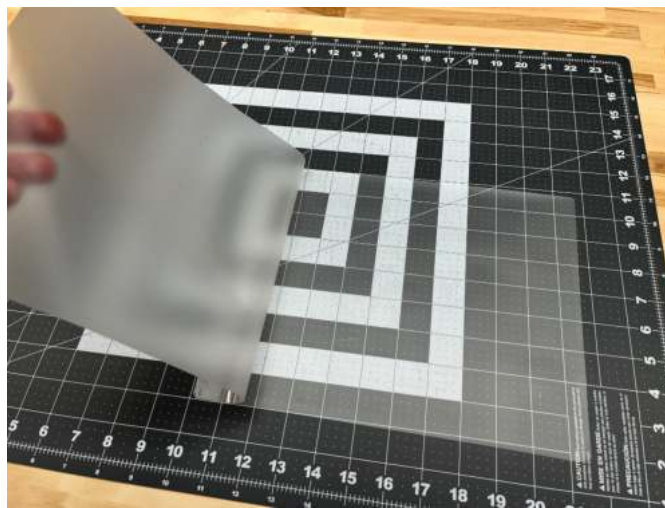
2. The front panel will light up and the 3 mil setting will begin blinking. After a minute the machine will beep and the light will stay solid. This means the laminator is ready to use.
 - a. Note, if you supply your own pouches that are 4 or 5 mil, press the appropriate button and wait for any heat changes that may be needed.



3. Take a pouch that best fits your document. Locate the pre-sealed edge.



4. Lay the pouch on a table and open it fully.

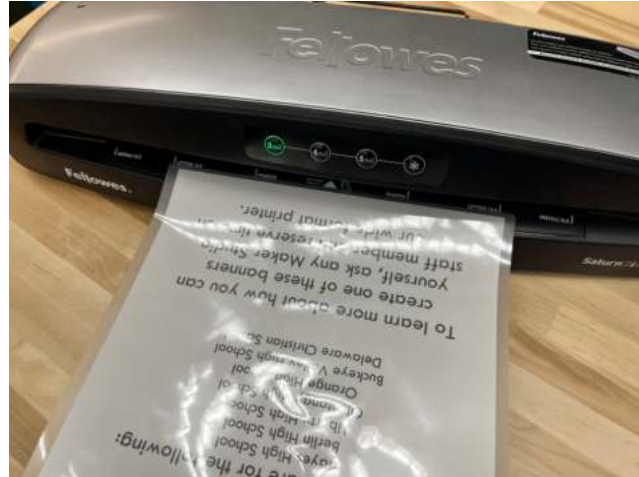


5. Place your document into the pouch aligning it near the pre-sealed edge.



- a. Note, always put your design toward the front edge along the sealed side. This helps to prevent jamming and damage to the machine and your project.

6. Close the pouch and feed it through the slot in the front of the laminator sending the pre-sealed edge through first.



7. When the laminated document stops moving through the machine it's ready to remove.

Laminating smaller pieces

If laminating a smaller batch of pieces like index cards, it is best to use the roll laminator as there is less chance of the machine jamming. However, if you want to use a pouch, be sure to place your objects first along the sealed edge rather than the center of the pouch. Fill up as much of the sealed edge as you can to help the process work well. If there isn't anything along the sealed edge of the laminator, the pouch can get bent and curl up inside the laminator causing damage to the machine.

Fixing a jam

If an error occurs and the document gets jammed during laminating, you can press the red lever on the back side down. If fully pressed, it releases the rollers and allows you to pull out the document.



GBC Fusion 3000L Pouch Laminator

Parts of the machine



Operating the pouch laminator

1. Plug in the laminator and press the power button on the top of the machine.



2. Extend the outfeed tray by pulling the tray outwards from the machine.



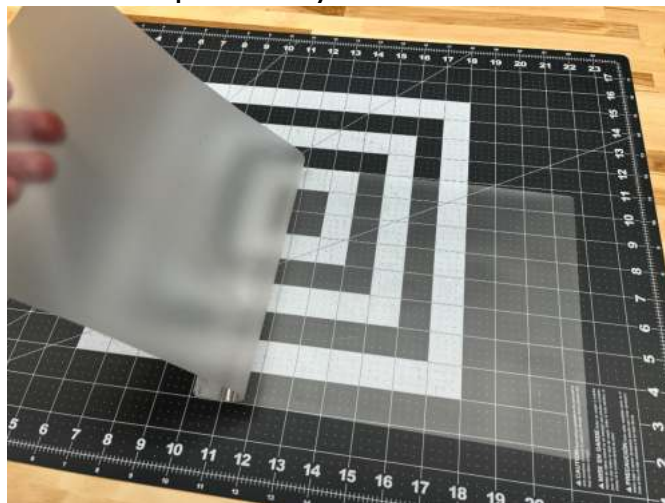
3. The control panel will light up and the indicator beside the 3 mil setting will light up. The machine will show a red X. After a minute the machine will beep and it will display a green check mark instead indicating it is ready to use.



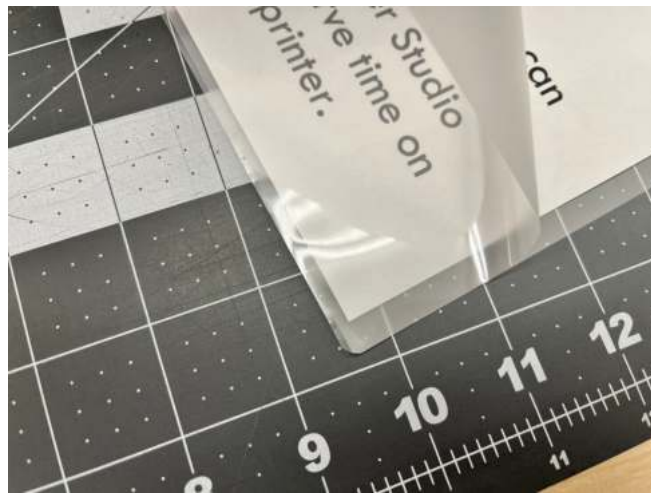
- a. Note, if you supply your own pouches that are 5 mil thick, press the 5 mil button and wait for any heat changes that may be needed.
4. Take a pouch that best fits your document. Locate the pre-sealed edge.



5. Lay the pouch on a table and open it fully.



6. Place your document into the pouch aligning it near the pre-sealed edge.



- a. Note, always put your design toward the front edge along the sealed side. This helps to prevent jamming and damage to the machine and your project.
7. Close the pouch and feed it through the slot in the front of the laminator sending the pre-sealed edge through first.



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 8. When the laminated document stops moving through the machine it's ready to remove.

Laminating smaller pieces

If laminating a smaller batch of pieces like index cards, it is best to use the roll laminator as there is less chance of the machine jamming. However, if you want to use a pouch, be sure to place your objects first along the sealed edge rather than the center of the pouch. Fill up as much of the sealed edge as you can to help the process work well. If there isn't anything along the sealed edge of the laminator, the pouch can get bent and curl up inside the laminator causing damage to the machine.

Fixing a jam

If an error occurs and the document gets jammed during laminating, you can press release button on the top of the machine and hold it down. If fully pressed, it releases the rollers and allows you to pull out the document, clearing the jam.

GBC Ultima 65 Roll Laminator

Parts of the machine



Operating the roll laminator

1. Turn on the laminator using the switch in the back left of the machine.



2. Ensure the laminator is set for 1.5 & 3 mil film. Once the ready light is green, the machine is ready to go.



3. Press the Run button to begin running the rollers.



4. Set your papers on the grey table and slowly feed it into the slot. The rollers will grip the paper and begin to pull it through. You can run multiple pages side by side at a time, just be careful to not let them overlap as you do.



5. The laminated film exits through the back of the machine. Proceed until the film extends past the back of the physical laminator.



6. When you're finished, press Stop on the control panel.

7. There is a blade on the back of the machine you can press to cut the film. It works best if you start at the middle and work outwards in both directions.



8. Trim your laminated papers to size as desired.

Fixing a jam

If the roll jams, press stop to get the machine to quit feeding the film through. Then press reverse to begin reversing the roll backwards. Depending on where you're at in your project, this may require the film to be reloaded into the machine by a staff member. Please ask for assistance.



Changing the speed

The laminator can be adjusted to accommodate different thicknesses of material. Typically for our laminator, a speed of 4 will be used for most regular items. However, real fine paper like tissue paper or newsprint can be laminated at a speed of 5. Poster board or heavy cardstock should be slowed down to a speed of 3 to get the best pressure. You can modify these by pressing the fast and slow buttons. The gauge shows you the speed from 1-10.

