

# Accu-Cut Carpet Cutting Procedure Arrow

1. Load carpet onto the machine
2. Turn the right (load) roller switch to the Reverse position
3. Rotate carpet until you can cut the tape and remove all of the tape
4. Repeat the above step until all tape is removed
5. Rotate carpet until the start of the carpet is near the top of the roll
6. Turn the right (load) roller switch to the Forward position – check that left (cut side) roller switch is also in Forwards position
7. Flick the start of the carpet onto the machine
8. Jog the carpet to the middle of the cutting slot - **important**
9. Lower the counter counterweight arm - **important**
10. Reset the counter to Zero by pressing the **green** Clear Count button - **important**
11. Jog the carpet to about the middle of the middle roller on the cut side, pulling the carpet across with your left hand if necessary
12. Fold over the clamp roller and hold tight
13. Gently jog the carpet to start the roll up process
14. Jog about 4 to 6 rotations and then slowly release the clamp roller
15. Jog the carpet until the length required is reached – Reverse both of the roller switches if you have overrun the length and jog as needed – return both of the roller switches to Forwards if you have reversed the switches
16. Lower the cutter guard
17. **Recheck** that the length shown on the machine is the length according to your cut schedule
18. Cut the carpet by pressing and holding the **red** Cutter Safety button as well as the appropriate **red** Cutter direction button until the cutter has run full travel
19. Lift the cutter guard
20. Turn the right (load) roller switch to the off position
21. Move to the cut side of the machine and tape up the carpet – hint: start the tape from under the flap of the carpet
22. Dump or remove the cut carpet from the machine
23. Turn the right (load) roller switch to the Forward position
24. Reset the counter to Zero by pressing the **green** Clear Count button, then start the next cut – go back to step 10 above and repeat for the other cuts from the same roll
25. When the last cut has been done, turn the right (load) roller switch to the Reverse position, then go to the load side of the machine and tape up the balance
26. Remove the balance from the machine with your forklift