

Xerox® Iridesse® Production Press

Quick Reference for Adjusting Booklet Fold and Staple Positions

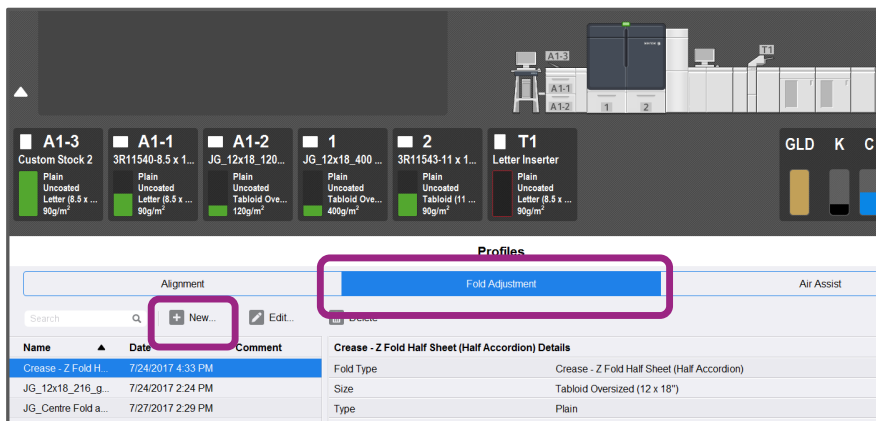
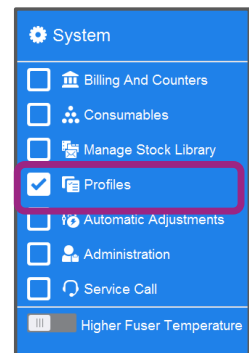
To adjust the fold and staple positions for booklets, you first create a profile with the adjustments and then apply the profile to the booklet job by associating the created profile with the stock being used for the job.

You will perform adjustments separately for a small set of sheets (Set 1) and again for a large set of sheets (Set 2). The system will calculate and automatically use the required adjustments for booklets that vary in size between Set 1 and Set 2. The paper weight for the booklet stock is important when creating the profile, because the number of sheets used in these sets will vary based on the weight that you select.

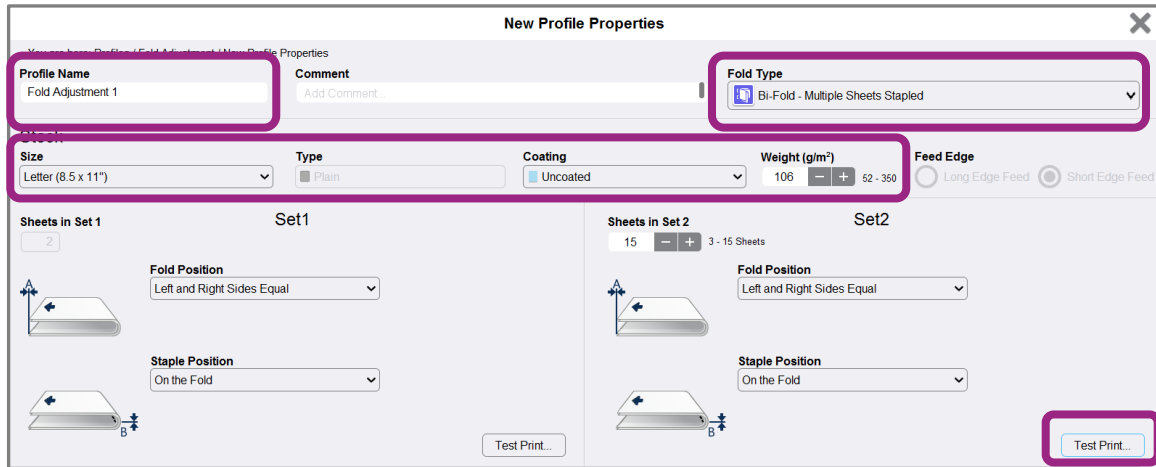
Note: This procedure adjusts the staple position horizontally on the paper and ensures that the booklet staples lie precisely on the fold, and not off the fold. It does not enable you to move the staples up or down on the fold. A Customer Service Engineer must make vertical adjustments for staple positions on the fold.

To create a profile to adjust fold and/or staple positions for booklets

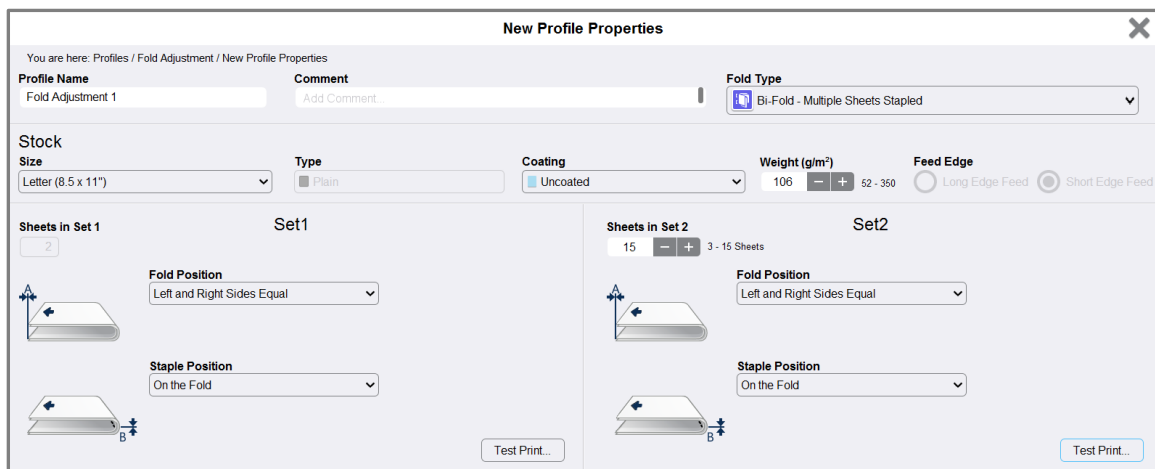
1. If the booklet stock is not already loaded on the press, place it in a tray and program the tray or scan the barcode if you are using PredictPrint and complete any setups required. Remember that for booklets, you must load the stock Short Edge Feed (SEF).
2. At the Control Center, select the checkbox for **Profiles**.
3. Select the **Fold Adjustment** tab.



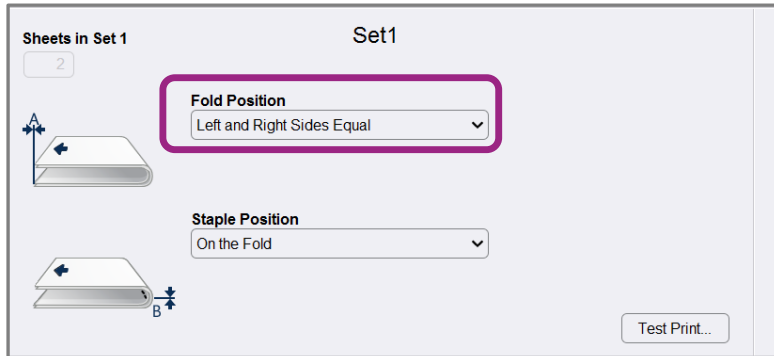
4. Click the **New** icon (+) to create a new profile or select an existing profile and click the **Edit** button to make adjustments to a profile that was built earlier.



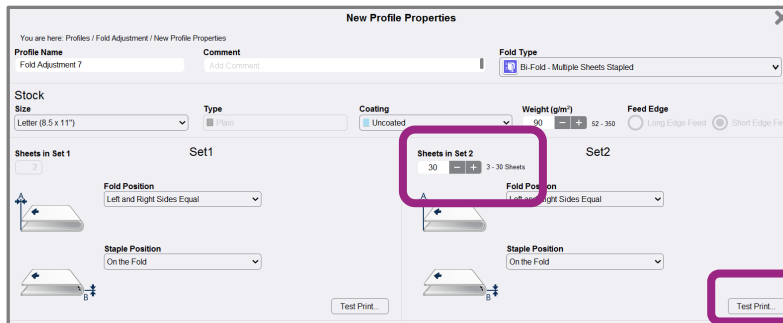
5. From the Fold Type drop-down menu, select **Bi-Fold-Multiple Sheets Stapled**.
6. For **Name**, enter a unique and meaningful name for the profile so that it can be selected when needed. You can optionally accept the default name that is automatically provided (Fold Adjustment 1, Fold Adjustment 2, etc.).
7. Enter the **Paper Size**, **Weight**, and **Coating** for the stock that you are using for the booklets.
8. Click **Test Print** on the right of the window. The Fold Adjustment Test Print window opens.
9. From the Tray menu, use the arrow to select the **tray** with the loaded stock you are using.
10. Set Crease to **On** if you are using the trimmer to score pages on the booklets. Otherwise, leave this setting **Off**. Only the first and last sheets are creased for each booklet. When folded, these are the front and back cover sheet and the inside sheet at the center of the booklet. Note that The initial release of the Iridesse does not fully support Creasing sheets in a job that contains mixed media.
11. Click **Test Print**. An information message lets you know that the test print is being created, and this is followed by a message that the print is complete.
12. Click **Close** to the message window that tells you the test print has completed. Notice the adjustment window for Set 1 that shows you the two dimensions need to be measured and entered—**A** and **B**.



13. Collect the Test Print and hold it in front of the adjustments for Set 1 in the position shown on the left of the window—with the large black arrow **facing up and pointing left**.
14. Determine whether the Left (top) and Right (bottom) sides of the fold are equal, or if one of the sides is longer. If the sides are Equal, you do not need to make any adjustments and can go to Step 18 below.
15. If one side is longer, measure the amount of overlap—the distance between the edges. Determine the difference in number of millimeters.
16. Select either **Left Side of Fold is Longer** or **Right Side of Fold is Longer**. Note that the Left Side is the top side in the drawing and the Right Side is shown on the bottom.

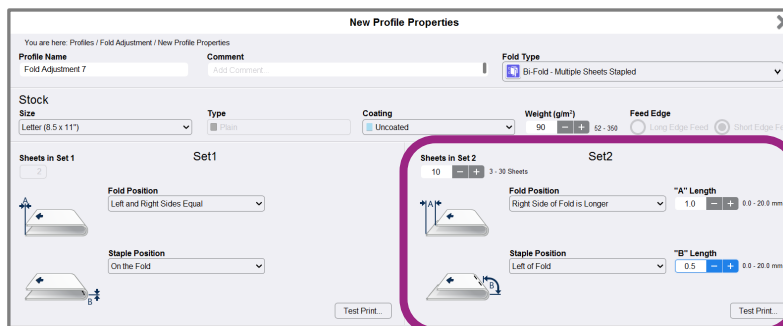


17. Set the distance of the overlap using the Up Arrow. As you enter the amount in millimeters, the image of the fold changes to confirm which edge you selected as longer. Look at the image and verify that it represents the layout of your Test Print.
18. Now evaluate the staple position. If the staple lies exactly on the fold, you do not need to make any adjustments and can go to Step 21 below. If the staple is positioned off from the center of the fold, measure the distance from the fold in millimeters.
19. If the staple is too far up and onto the top sheet, select **Left of Fold**, and if it is rotated too far down and onto the bottom sheet, select **Right of Fold**.
20. Set the distance of the offset using the Up Arrow. As you enter the amount in millimeters, the image of the staple position changes to confirm which direction you selected. Look at the image and verify that it represents the staple position on your Test Print.
21. This completes the adjustments for Set 1. Select **Test Print**, in the Set 1 area, to output a sample with the new settings. If you are satisfied with the new fold and staple positions, go on to the next step. If further adjustments are needed, return to the earlier steps to measure and adjust either the fold position (Step 14) or the staple position (Step 18) or both positions.
22. On the right side of the screen, notice the **Sheets in Set 2** field.




This is the number of sheets in Set 2, and also the maximum number of sheets that you can assign to the booklet based on the Weight of the paper selected. If you need more pages, you will have to reduce the weight of the paper you are using. You can leave this number as it is and complete the steps—this provides the profile with the most flexibility to work for booklets with a range of pages from Set 1 to Set 2. However, if you always print booklets of a certain size that is less than the maximum sheets listed, you can set this number to the exact number of pages in your booklets for greater accuracy. The maximum is 30 in this example, and you cannot exceed this number. Do this now, or leave it at the default for greater flexibility.

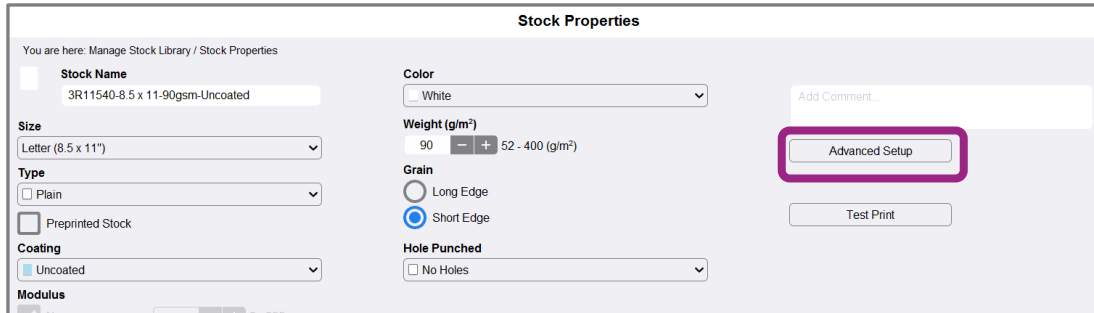
23. On the right side of the adjustment window, click **Test Print**.
24. From the Tray menu that opens, select **Start**.
25. Repeat Steps 12 through 21 to make adjustments for Set 2.



26. Click **OK** when all adjustments are complete.
27. On the Fold Adjustment tab, you can now see your new profile listed.
28. Click **Close**.

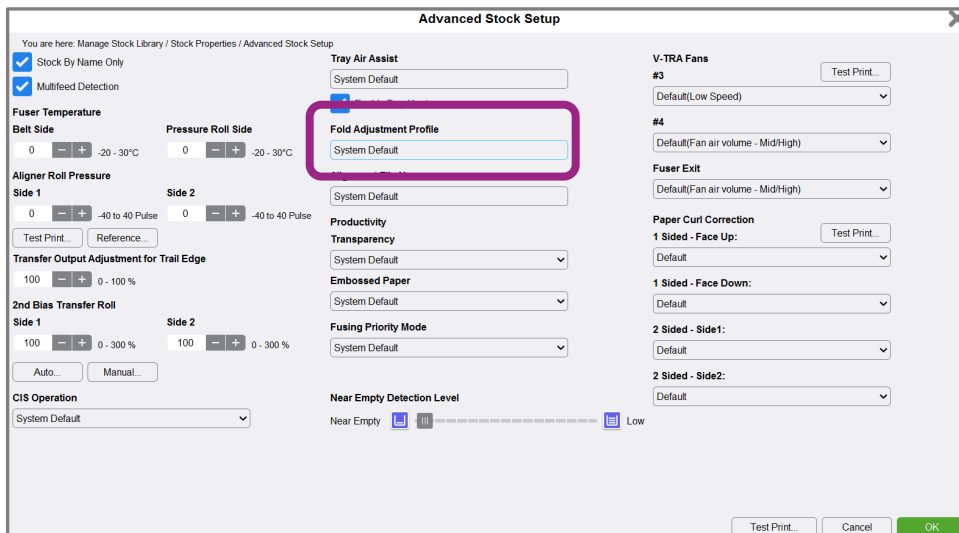
To apply a profile that adjusts fold and/or staple positions for booklets:

1. Select the **Manage Stock Library** function.
2. When the Stock Library window opens, select the specific stock to which you want to apply the profile.
3. Click the **Edit icon**: 
4. On the Stock Properties window, click the **Advanced Setup** button.



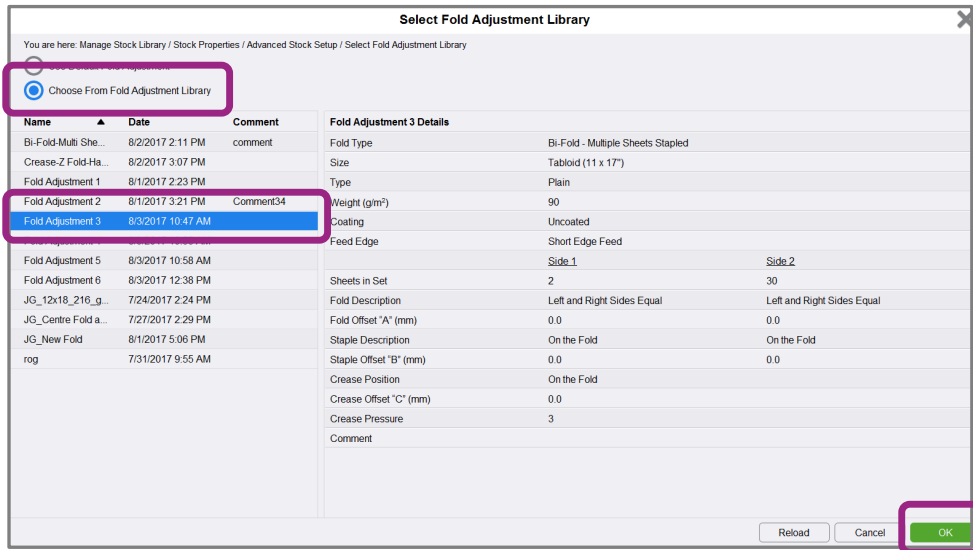
The screenshot shows the 'Stock Properties' window. The 'Advanced Setup' button is highlighted with a red rectangle. The window contains various settings for a stock, including Stock Name, Color, Weight, Grain, Coating, and Modulus.

5. Click in the **Fold Adjustment Profile** field. This field may have a System Default entry, or another profile listed.



The screenshot shows the 'Advanced Stock Setup' window. The 'Fold Adjustment Profile' field is highlighted with a red rectangle. The window contains various settings for a stock, including Tray Air Assist, Fuser Temperature, Aligner Roll Pressure, Transfer Output Adjustment for Trail Edge, 2nd Bias Transfer Roll, CIS Operation, V-TRA Fans, Paper Curl Correction, and Near Empty Detection Level.

6. Click the radio button for **Choose From Fold Adjustment Library**.



7. Select the specific **profile** that you want to apply to this stock.

8. Click **OK** to Fold Adjustment Library.

9. Click **OK** to Advanced Stock Setup.

10. Click **OK** to the Stock Properties window.