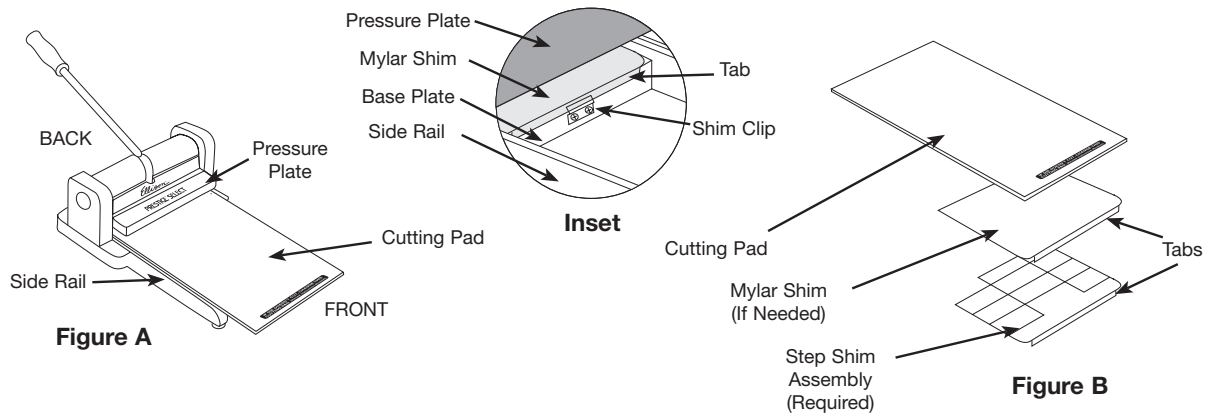


Prestige® Select Cutting Pad



Replacing the Cutting Pad

Please note that these instructions apply to both the Prestige Select Cutting Pad and the CSL Premium Cutting Pad.

1. When both sides of Cutting Pad no longer cut at least four sheets of construction paper with one pull of the handle, or scissors are required to complete a cut, the Cutting Pad needs to be replaced.
2. Slide the Cutting Pad (Figure A) out of the machine and discard.
3. Remove and save all Mylar Shims (Figure B) under the Cutting Pad.
4. Replace the Step Shim Assembly in the machine, making sure the Step Shim Assembly Tab (Figure B & Inset) is securely inserted in the Shim Clip (Inset). Keep the Step Shim Assembly in the machine to properly distribute cutting pressure; however, there may be times when no Step Shim Assembly is required.
5. Insert new Cutting Pad into the machine on top of the Step Shim Assembly.
6. Check the Cutting Pad height using the following procedures:
 - a. Using a die with equal amount of blade on the die (Uppercase "O" or "S") and NO paper, center the die underneath the Pressure Plate and pull the handle down one time.
 - b. Slide the die and the Cutting Pad out of the machine to check the impression made by the die on the Cutting Pad. There should be a LIGHT impression of the entire die design on the Cutting Pad.
 - c. If no impression or an incomplete impression is made, add one Mylar Shim at a time, checking the die impression between the addition of each shim (maximum of four). Make sure the Shim Tabs are completely folded on the crease line and secured in the Shim Clip (Inset).
 - d. If too deep an impression is made, remove the Step Shim Assembly and follow steps a & b above. Then proceed to step e.
 - e. When a complete impression appears, try cutting four pieces of construction paper. If all pieces cut completely through, the Cutting Pad height is correct.

■ Turn Cutting Pad over routinely (weekly for high usage) for even wear on both sides.

19979 - Prestige Select Cutting Pad
18084 - CSL Premium Cutting Pad