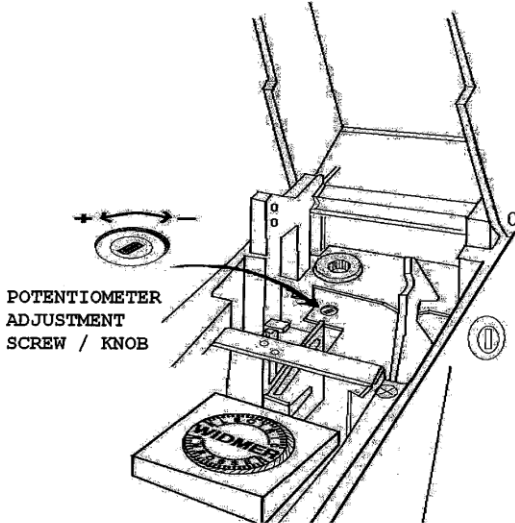




Widmer Time Recorder Co., Inc.
Model E-3 Electric Embosser
Stamping Pressure Adjustment Instructions



Caution - Always lock the case cover before stamping:

Stamping pressure is pre-set at the factory. However, documents may vary in thickness and paper quality and it may be necessary for the user to adjust stamping pressure in the field. Please follow these instructions.

- 1) Unplug unit.
- 2) Open case and adjust the potentiometer screw with a small screwdriver.
- 3) To decrease stamping pressures turn the potentiometer screw clockwise.
- 4) To increase the stamping pressures turn the potentiometer screw counterclockwise.
- 5) A very small turn may be all that is required to reach the desired pressure.
- 6) Be sure to lock case cover before stamping your embosser.
- 7) Plug in the unit and stamp. Repeat above if necessary.

Widmer Time Recorder Co., Inc.

WIDMER MODEL E-3 COUNTER SEAL REPLACEMENT IMPRINT ADJUSTMENT

The Model E-3 seal mechanism consists of an engraved brass blank (female, upper die) and a black "Polystyrene" male (lower die) referred to as the "counter." The brass portion is practically indestructible. The counter, however, will eventually wear after extended use. It may be occasionally necessary to replace this portion of the seal.

COUNTER SEAL REPLACEMENT

Step 1. Unplug the line cord before proceeding.

Step 2. Removing the counter.

Begin to remove the hammer assembly from the machine. Turn the stamp upside down and remove the bottom cover by unscrewing the 4 rubber feet and remove the aluminum plate. (Note the "dimple" on the bottom of the aluminum plate is closer to the front of the machine and is facing outward. When reassembling make certain the plate is returned to its original position.)

Next, remove the rubber grommet from the hammer stem, turn the stamp right side up, unlock and open the case cover. Remove the hammer assembly with the original counter attached. The counter is attached to the hammer assembly with a double-sided adhesive disk. Carefully pry under the counter until you remove it. Thoroughly clean the hammer top by scraping off adhesive residue with a scraper or screwdriver and a denatured alcohol solvent.

Step 3. Installing a new counter.

Remove the protective paper from one side of an adhesive disk and adhere it to the back side of the new counter. Turn the stamp upside down and open the cover. Position the counter on the brass (upper die) of the seal, being certain to align the characters so they mate together perfectly. Carefully remove the remaining protective paper. Re-insert the hammer and hold the stem from the bottom of the stamp. Close the stamp while holding down by the stem so it engages the adhesive disk. This will assure proper register with the brass die. Replace the bottom cover and 4 rubber feet. Turn the embosser right side up.

Step 4. Test stamp the machine.

Caution: Always lock the top cover before stamping. Test stamp the machine on paper of similar thickness to the document that will be used. If the imprint is light in one area, loosen one of the center type section to make the correction. Re-tighten the center screw. Lock the cover and test stamp again.

Note: Work on one side if the type section at a time re-tightening the center screw and test stamping before adjusting the opposite side. Adjust leveling screws sparingly. Large adjustments will throw the dies out of register (misalign) and you will have to restart the process from Step 2.

OPERATING INSTRUCTIONS

MODEL 776-E EMBOSSEER/IMPRINTER



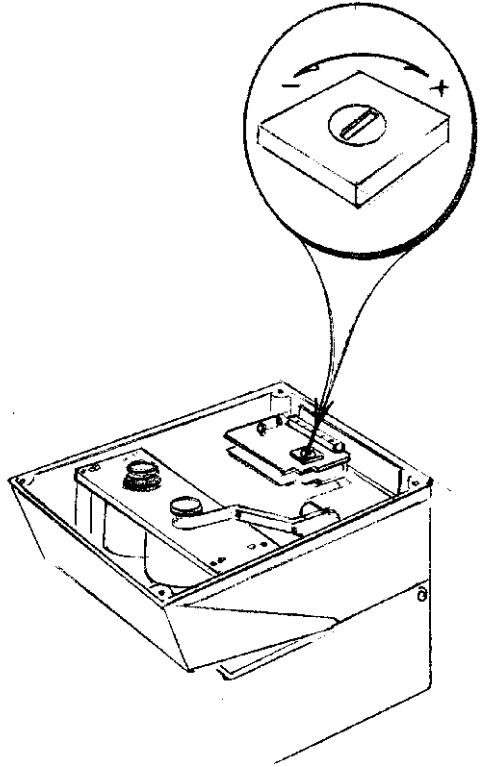
The Model 776-E is a hybrid between an electric seal embossing machine (raised imprinting on document) and a validation stamp (Text, signature and sometimes date, number or time & date printed through a single or multi-colored ribbon).

If your unit is equipped with date / or date and time.

TO ADJUST THE PRINTING PRESSURE - THROUGH THE RIBBON

**- CAUTION -
ALWAYS UNPLUG THE UNIT FIRST.**

Note: Imprint pressure is pre-set at the factory. However, if a further adjustment is needed, turn the machine upside down and unscrew the 4 rubber feet. Remove the bottom aluminum cover, taking note as to which way the double dimples in the cover are facing. With a small screwdriver, adjust the potentiometer. In this case, clockwise increases the impact and counter clockwise decreases it. A small turn may be all that is necessary. DO NOT OVER ROTATE. Replace bottom cover, turn the unit upright, plug it in and stamp it. Repeat if necessary.



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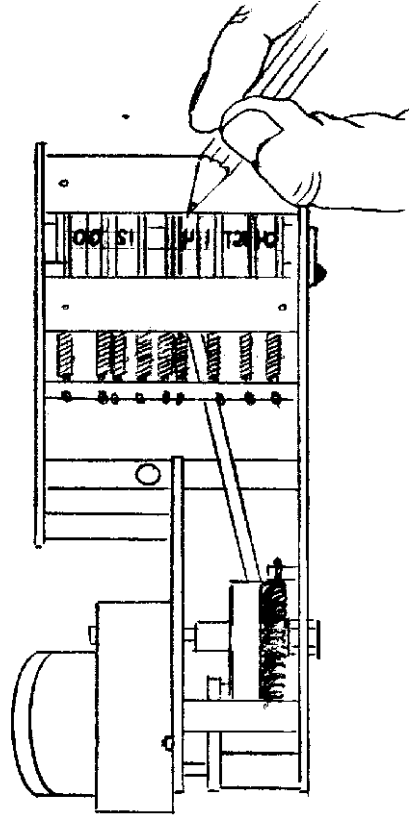
TO SET THE DATE:

Insert case key in lock and rotate key towards you. Lift up the top of the machine and set the wheels by using a wooden stylus or pencil to rotate the wheels in a downward direction; setting each wheel to the month, date and year.

Note: Date units must be set on a daily basis.

TO SET THE NUMBER:

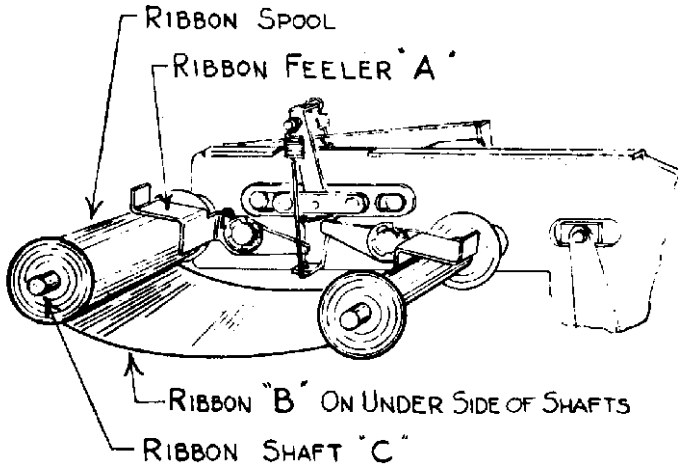
Proceed as above To open the lid – rotate the wheels downward and always set the number to 1 digit lower than the number that you wish to print. For example: to print the number 000001, set the machine to 000000.



KEY SECURITY LOCK:

For added protection, many seal embossing machines are furnished with electric security locks to prevent tampering. Since this device interrupts the power to the stamp when turned "off", it must be in the "on" position to activate the stamp.

TO CHANGE THE RIBBON:



Lift ribbon feeler A and slide ribbon B off shaft C. Accomplish this on both the front rear ribbon feelers. Replace with No. 1000 single or tri-color P,G,R ribbon.

Warning: Never attempt to re-ink ribbons, this will only clog the wheel and cause a failure of the machines' operations.

ADJUSTING PRESSURE

Although both impressions stamp simultaneously, triggered by insertion of the document, their stamping pressures can be adjusted independently of each other.

ADJUSTING THE SEAL EMBOSSEING PRESSURE

- CAUTION -

Always lock the case cover before stamping.

Seal pressure is pre-set at the factory. However, documents may vary in thickness and paper quality. To decrease or increase the stamping pressure, unplug the unit, open the case and adjust the potentiometer with a small screwdriver – clockwise to decrease or counter clockwise to increase the impact. A small turn may be all that is necessary. **DO NOT OVER ROTATE.** Plug unit in and re-stamp it. Repeat if necessary.

