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Media Taping Procedure

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Background

To eliminate the need of taping media to the drum and to improve the vacuum holding capabilities, two other methods of creating edge seals have been developed. These methods can only be used after the Media Taping Upgrade has been done.
(See http://intranet.creo.com/support/html/Output/ThermoFlex/proced.htm #Upgrades)

Method one –when various different sizes of media are used: Disposable tape is applied to the underside of the away side of each media.

Method two – when only one size of media is used: Special tape is applied to the drum where the away side of the media will be. This tape can be left in place if a smaller size media is used but must be removed if a larger piece of media is used.

Tools and Materials

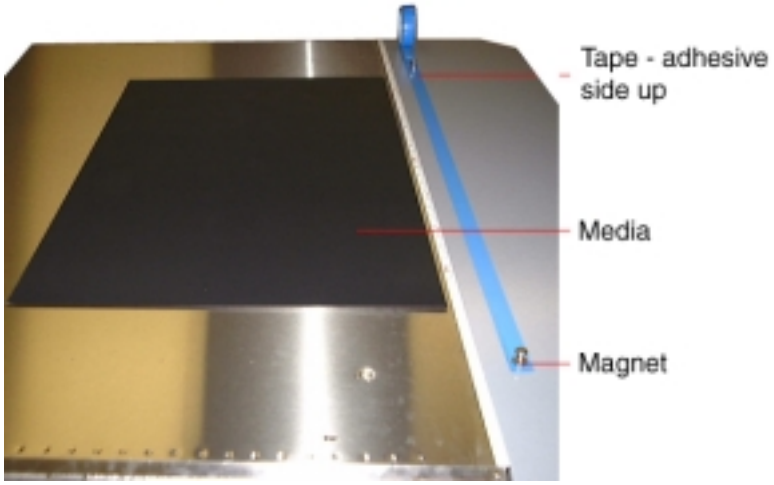
- Media tape - 56-3322 TAPE,ADHESIVE,VINYL,1",BLUE
  (3M # 471 1" width)
- Drum tape - 3M # 8671 available in a special 1/2" width
- Utility knife
- Two small magnets (59-3799)
- Pencil eraser

Taping Procedures

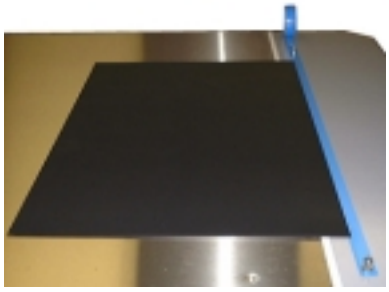
Method one

The ThermoFlex machine must be turned on.

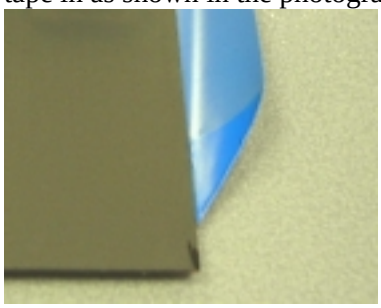
1. Place the media on the load table. Press the float button and move the media so that the away side of the media is close to one of the table edges (If the media is small enough it is easier to rotate the media's away side to the home side of the table).
2. Unroll a short section of tape, place it sticky side up and use one of the magnets to hold the free end to the painted table surface. Unroll and cut a strip of tape about two inches longer than the side of the media. Place the small magnets on either end of the tape to hold the tape straight and wrinkle free.



3. Lift the media over the tape so that about 5mm of the tape will adhere to the underside of the media and lower the media onto the tape- about 20mm of tape will extend beyond the media. Rub the media with your finger to ensure that the media is firmly stuck to the tape and that there are no wrinkles in the tape.



4. Cut the tape back about ½" from the leading and trailing edge of the media and fold the corners of the tape in as shown in the photograph below.

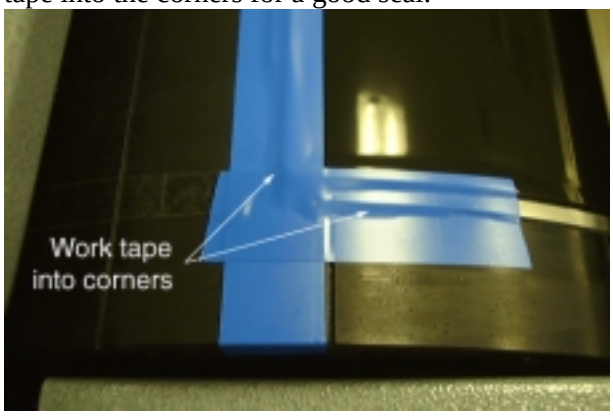


5. Rotate the media so that the taped edge is on the away side and the leading edge is closest to the drum.
6. Initiate a normal load sequence.
7. Slide the media so that it lines up with the registration bars.
8. Starting from at least 2" from the away side edge, tape the leading edge of the media to the drum. Extend the tape past the edge of the drum and fold about ½" over the edge of the drum. To get a better vacuum seal, peel back the ends of the tape and work the tape into the corners – the vacuum should be pulling the tape down.

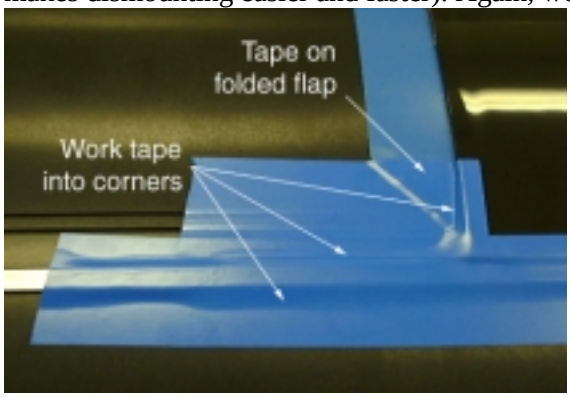


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9. Cut a 3” length of tape and place it on the home side corner as shown in the photo. Again, work the tape into the corners for a good seal.



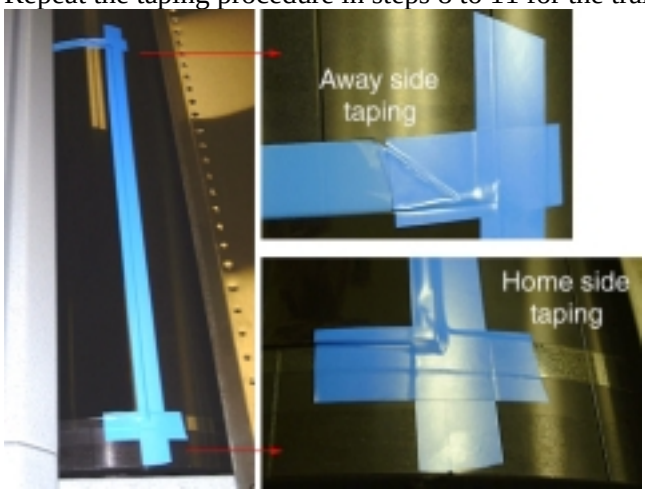
10. Cut a 3” length of tape and place it on the away side between the folded flap and the tape on the leading edge (avoid sticking this piece to the adhesive part of the away side tape - sticking to the flap makes dismounting easier and faster). Again, work the tape into the corners for a good seal.



11. Check the tape for any leakages, a loud hissing sound, and work it into the corners as required.
12. Proceed with the load sequence and draw the media onto the drum. The drum will stop with the trailing edge of the media exposed.

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13. Repeat the taping procedure in steps 8 to 11 for the trailing edge of the media.



14. Use the inspect button to rotate the drum and check the media for any defects or vacuum leakage. There should not be any audible leakage from the home side of the media and the tape on the away side should appear flush with the drum with no wrinkles. Some leakage flow will occur on the away side because of the vacuum grooves.

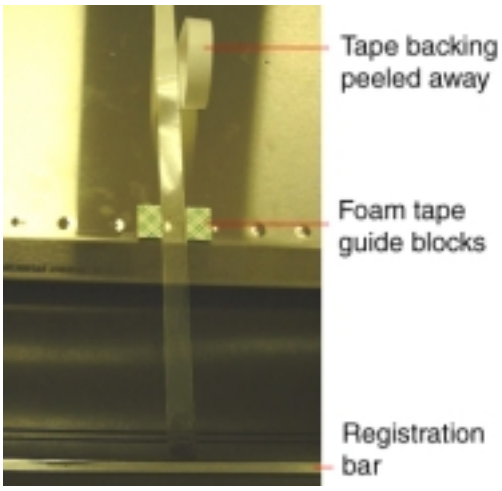
Proceed with the imaging process as normal.

Method two

To prepare the drum surface for the drum tape installation, clean around the drum with alcohol and a clean cloth. Also ensure that the load table is clean.

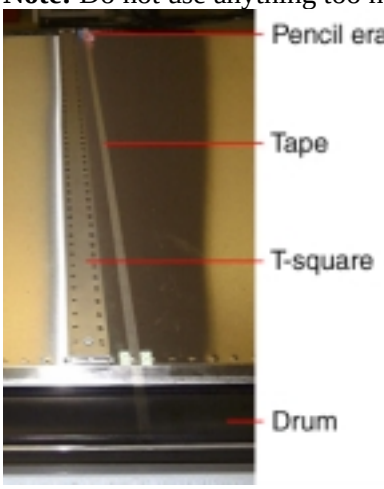
1. Determine where the away side of the media will be on the drum. Place tape on the drum so that there is a 4mm overlap between the media and the tape. Apply two pieces of foam tape onto the table as guide blocks for pulling the tape onto the drum.
2. Cut a 56” length of tape and place it on the table with the backing side down.
3. At the drum end of the tape, peel away a short section of the backing. Align the length of tape square to the drum axis and stick the end of the tape to the drum up against the registration bar as shown in the photo below.

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4. Lift the tape and carefully peel off the remainder of the backing except for the last 4”. Lay the tape down so that it is between the guide blocks and still square to the drum – use the table edge or a T-square as a reference.

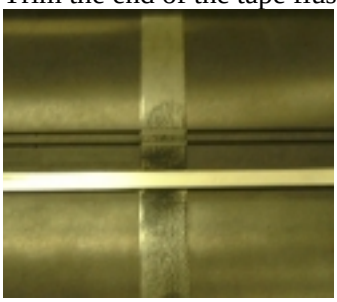
5. Place a small weight on the end of the tape where the backing is still attached to the tape (a pencil eraser works well). This will maintain tension on the tape to prevent wrinkles and bubbles from forming as the tape is dragged onto the drum.
Note: Do not use anything too heavy as it will stretch the tape.



6. Slowly spin the drum using the Inspect button to roll on the tape – make sure that it stays square to the axis of the drum. After the tape has been pulled fully onto the drum, use your finger to rub out any wrinkles or bubbles.

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7. Trim the end of the tape flush with the registration bar groove.



8. Carry out a final inspection of the tape to ensure that:
    - it is flush against the drum
    - the away edge is straight and defect free
    - there are no bumps in the surface

9. Remove the foam tape guide blocks.

Repeat the taping procedure in steps 8 to 11 for the leading edge and trailing edge of the media.

