Trendsetter VLF AL

Field Crating Procedure

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CONTENTS

1. Preparation 1

2. Slip Sheet Removal System 1

3. Picker 3

4. Track 5

5. UDRC 6

6. L-Conveyor 6

7. MCU Cassettes 7

8. MCU 8

9. Base Machine 12

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1. PREPARATION

Order crates from Creo Shipping Department at least two weeks ahead. Provide the orientation of the machine (R-L, L-R).

Make sure that at least 2 people, and preferably 3 or 4, are available to do the crating. With 2 people, it will take 6-8 hours.

Note: This procedure assumes that you have completed the disassembly of the Trendsetter VLF AL. See Procedures>Field Disassembly on the Trendsetter VLF AL TechPlanet website.

2. SLIP SHEET REMOVAL SYSTEM

1. Assemble the SSR crate bottom, the back (the long side with a 2" piece of foam attached), and the unhinged short side. Don't assemble the long side that has a 4" piece of foam attached.
2. Lay the hinged short side down as a ramp.
3. Attach a wooden block to each side at the end of the unit. Use them to lift and carry the unit into the crate. See Figure 1.
4. Roll up the slip sheet bag and place it on top of the unit, just behind the lexan safety guard.



(a) Attach wooden blocks to each side at one end



(b) Roll the SSR up the ramp into the crate, using the blocks as handles

Figure 1: Moving the SSR Unit into the Crate

5. Place a wood block under the SSR and attach it to the floor with 2 screws.
6. Place a wood block against the right side of the crate.

7. Place two wood blocks on top of the machine, one at each end.



Figure 2: SSR Unit in Crate

8. Lift up the ramp so that it forms a side. Place the wooden strip labeled "Remove" under the bottom edge of the side and screw it on. See Figure 3. Bolt the side in position.

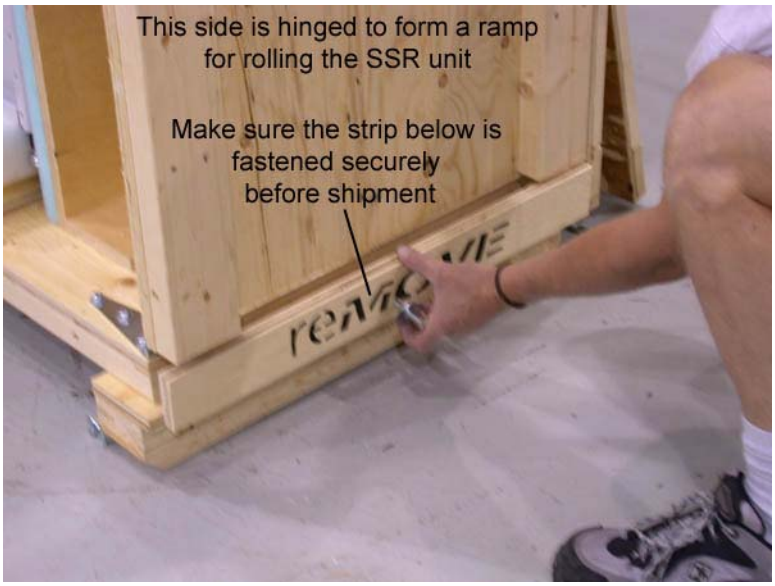


Figure 3: Securing the Ramp

9. Position the front side of the crate and bolt on.
10. Locate the two wood blocks that were put on top of the machine in Step 7 and attach them to the side of the machine with screws.
11. Place a foam block on top of the lexan safety guard, flush against the crate wall.
12. Position the crate lid and fasten.
13. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

3. PICKER

1. Place a sheet of bubble wrap in the bottom of a large cardboard box, and place the picker body carefully on it.
2. Fit a thick piece of foam over the wing bracket so that it will not cause damage. See Figure 4.

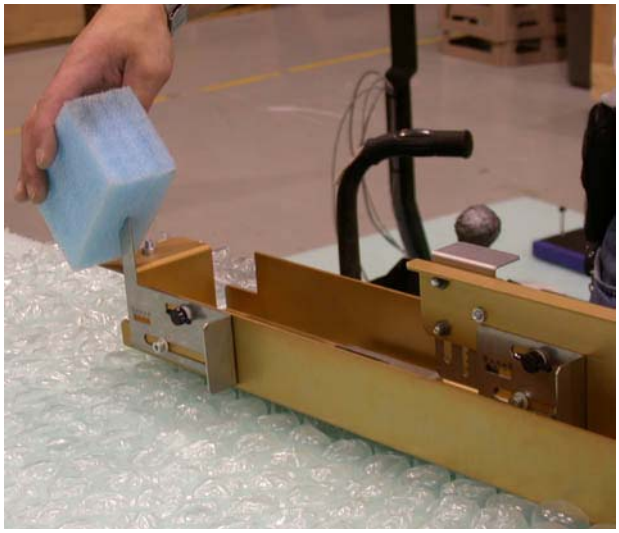
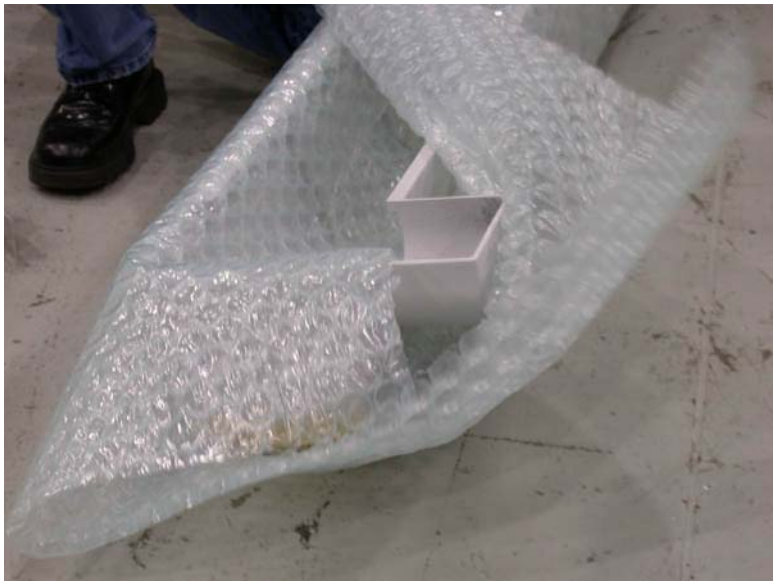


Figure 4: Covering the Picker Wing Bracket

3. Bubble-wrap all lightweight parts of the picker (picker wings, etc) and place them on and around the picker body.
4. Put all fasteners in a small box and place it in the same box as the picker body.
5. Assemble 3 sides and the bottom of the miscellaneous crate.
6. Move the cardboard box that contains the picker body into the miscellaneous crate. See Figure 5 (b).
7. Bubble wrap other loose parts of the picker and track and place them in the crate around the cardboard box. See Figure 5 (a).



(a) Bubble-wrapping parts



(b) Miscellaneous crate partly filled (cardboard box contains picker body and fastener box)

Figure 5: Packing the Miscellaneous Crate

8. Bubble wrap the track skins (in three separate sections) and place them in the crate on top of the cardboard box.
9. Put the picker motor in a small box and place it in the crate.
10. Once the crate is ¾ full of bubble-wrapped parts, place the small section of the guard rail flat on top of the contents. See Figure 6.



Figure 6: Full Miscellaneous Crate

Note: Don't close this crate until nearly all the AL components have been packed, in case something is left over.

4. TRACK

1. Lift the track and place it carefully into the track crate.
2. Attach the wrench for the adjustable feet onto the side of the crate. See Figure 7.



Figure 7: Fastening the Foot Wrench onto the Track Crate

3. Place foam blocks on both sides of the track and on top to prevent it from rocking.
4. Put all the AL fasteners in a small box and place it on top of the track. See Figure 8.



Figure 8: Track Loaded in Crate

5. Position the crate lid and fasten it on with brackets.

6. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

5. UDRC

1. Position the UDRC crate with its front (which is labeled) facing out.
2. Place the UDRC cabinet inside, turning it so that the green light on the hood is on the left side.
3. Cover the top of the cabinet with a layer of foam.
4. Put the UDRC hoses and cable into a box and place the box on top of the cabinet.
5. Position the crate lid and fasten.
6. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

6. L-CONVEYOR

1. Assemble the bottom and three sides of the conveyor crate.
2. Using a forklift, lift the conveyor and move it into the crate. Don't lower it yet.
3. Turn each of the four conveyor wheels to the outside. The space behind each wheel should now fit over the vertical tab on the block attached to the bottom of the crate. See Figure 9.



Figure 9: Conveyor Casters in Position

4. Lower the conveyor slowly. Check that the spaces are aligned properly over the tabs, shifting the crate by hand to adjust. Settle the conveyor onto the blocks.
5. Place a sheet of foam under the conveyor at the front of the crate.
6. Place the large section of the guard rail on the foam in front of the conveyor and cover it with plastic.
7. Insert the two L-beams so they pass under the conveyor and over the guard rail, one on each side.

8. Place a block behind the front edge of each L-beam so that it sits against the guard rail. Fasten the block to the L-beam. See Figure 10.

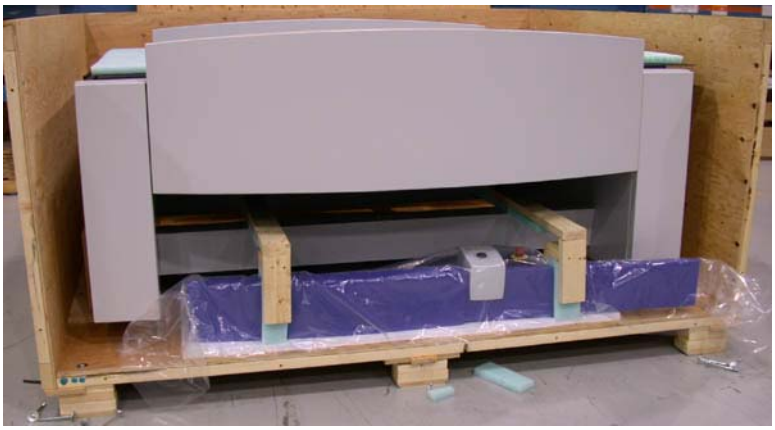


Figure 10: Guard Rail Packed with Conveyor

9. Place a sheet of foam on top of the conveyor. Cover the top with plastic.
10. Position the front end of the crate and bolt it on.
11. Look inside the crate to line up the ends of the L-beams with the crate walls. Fasten all four ends the beams to the crate with screws. See Figure 11.



Figure 11: Screwing the L-beams to the Conveyor Crate Walls

12. Position the crate lid and fasten.
13. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

7. MCU CASSETTES

1. Assemble the bottom and three sides of the MCU cassette crate.
2. Using a forklift, lift the stack of 4 cassettes into the crate. See Figure 12.



Figure 12: Moving the Cassette Stack into the Crate

3. Bubble wrap the guide rails and place them on top of the cassette stack.
4. Place a foam block in each corner to prevent the cassettes from shifting.
5. Position the crate lid and fasten.
6. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

8. MCU

1. Lay the MCU crate bottom on the floor, with the end that is labeled “Back of machine” in front.
2. Remove the back panel from the MCU.
3. Using a forklift, lift the MCU and move it onto the crate bottom. Before lowering it, check that the two wood blocks on the crate will support the MCU frame between the wheels on either side. See Figure 13.

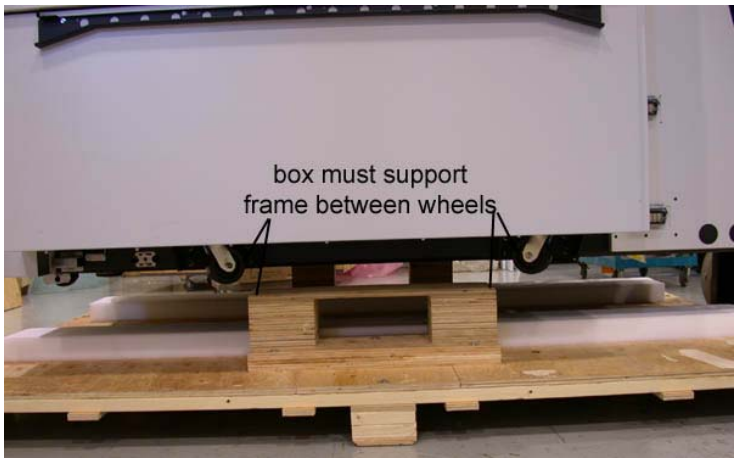


Figure 13: MCU Positioned Correctly on Wooden Block

4. Carefully lower the MCU onto the blocks.



Figure 14: MCU in Position

5. Replace the back panel.
6. Cover the entire MCU with a plastic sheet.
7. Wrap a few turns of shrink-wrap plastic around the middle of the machine to hold the plastic sheet in place.
8. Put 2 long strips of cardboard across the roof, one at each side.
9. Feed a tie-down strap across one of the pieces of cardboard, down through the hole in the corner of the crate bottom, under the bottom, and then back up through the hole in the other corner on the same side of the crate bottom. See Figure 15.



Figure 15: MCU Tied Down to Crate Bottom

10. Repeat Step 9 with the other piece of cardboard, so that the MCU is tied down to the crate bottom securely with two straps. See Figure 16.



Figure 16: Wrapping and Tying Down the MCU

11. Place large pieces of cardboard across the corners (on top of the tie-down straps) and over the handles on the back panel. See Figure 18.

12. Place a block of foam securely over the chariot handles. See Figure 17.

13. Wrap the entire MCU in shrink-wrap plastic.



Figure 17: MCU Wrapped: Front (Chariot Side)



Figure 18: MCU Wrapped: Rear (Back Panel)

14. Position the back wall of the crate, lining up the three colored dots on the bottom edge of the wall with the three colored dots on the crate bottom. Fasten the bottom edge with bolts. See Figure 19.

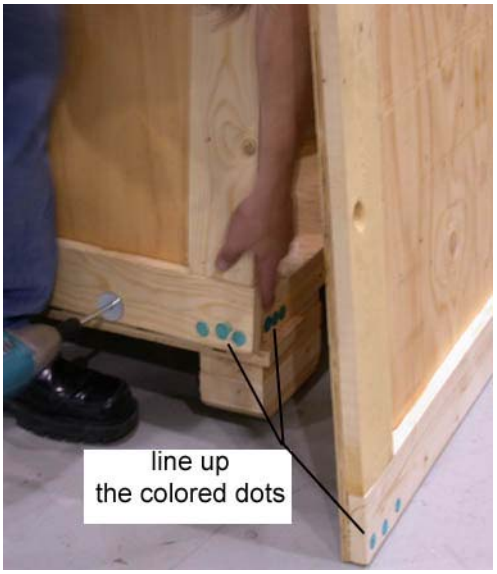


Figure 19: Color Coding to Line up Crate Walls with Bottom and Top

15. Position the right side wall of the crate, lining up the three colored dots on the bottom edge of the wall with the three colored dots on the crate bottom. Fasten the bottom edge with bolts.

16. Position the remaining side wall and the front of the crate. Fasten the bottom edges with bolts.

17. Use brackets to secure the corners of the walls.

18. Using a forklift, lift the crate lid and place it carefully in position. Use brackets to fasten the lid in place.

19. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).

9. BASE MACHINE

1. Lay the crate bottom on the floor.

2. Bubble wrap the lifting bars and place them across the foam blocks provided on the crate bottom. See Figure 20.

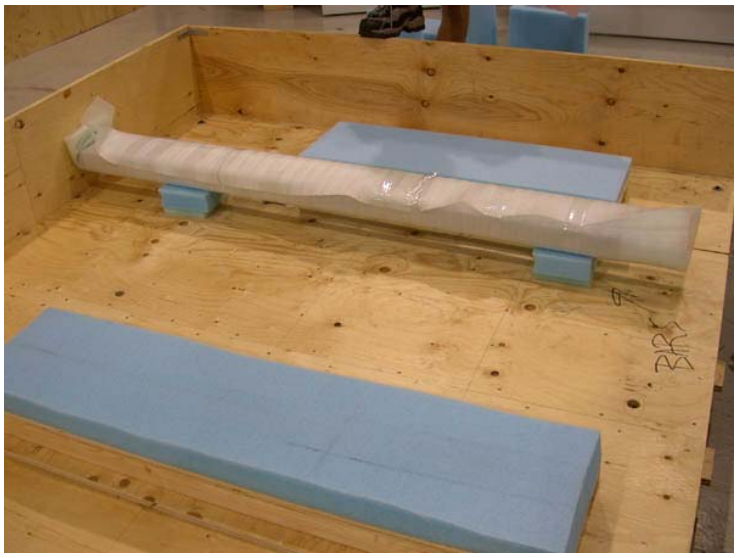


Figure 20: Lifting Bars Stored on Crate Bottom

3. Cover the entire bottom of the crate with a large anti-static plastic sheet. The sheet must be big enough to eventually cover the entire machine. See Figure 21.



Figure 21: Crate Bottom Covered with Anti-Static Sheet

4. Using a forklift, lift the base machine onto the crate bottom. Lower it carefully onto the foam pads.
5. Place foam around the bottom corners of the machine.
6. Protect the sharp edge of the table with foam.
7. Bubble-wrap the track support arms. See Figure 22.

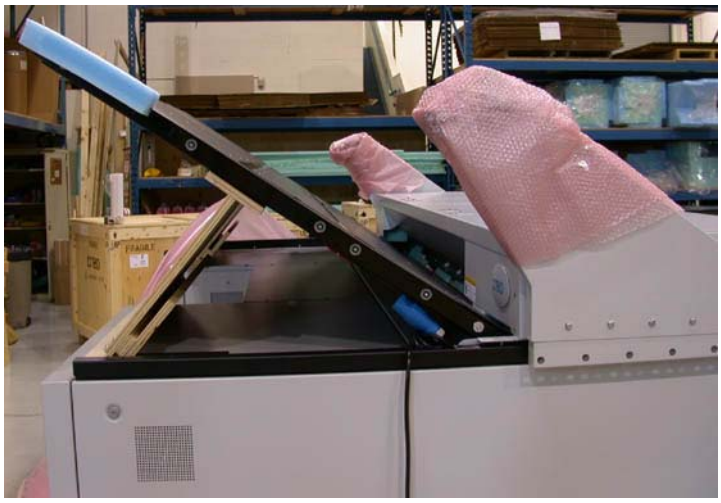


Figure 22: Foam on Table Edges and Track Support Arms

8. Thread a tie-down strap through one of the forklift channels, then through the hole in the bottom corner of the crate, underneath the crate, and back up through the hole in the other bottom corner of the crate. Fasten the tie-down. See Figure 23.
9. Repeat Step 8 for the other forklift channel, so that the machine is securely tied down to the crate.

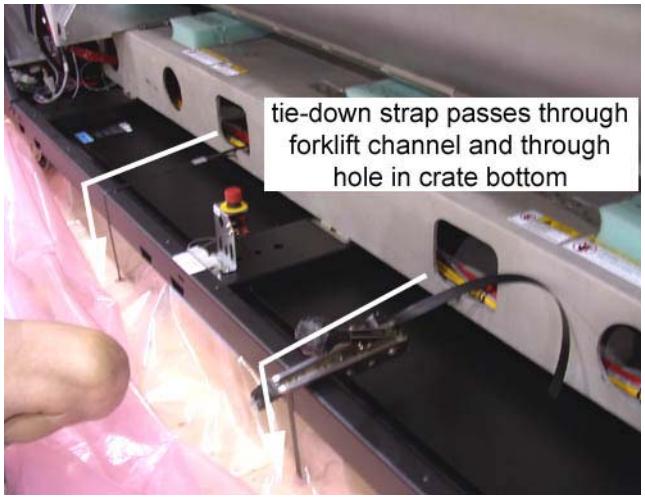


Figure 23: Tying the Machine Down to the Crate Bottom

10. Replace the front panel of the machine, then the back panel.

11. Pull the plastic sheet up from the bottom of the crate, around and over the machine. Place pieces of cardboard on the top corners of the machine and wrap the entire machine in shrink-wrap plastic. See Figure 24.



Figure 24: Base Machine Wrapped for Shipment

12. Position the back and sides of the crate. Fasten the bottom edges with bolts. See Figure 25.



Figure 25: Attaching the Crate Walls

13. Position the front of the crate (labeled “front”). Fasten the bottom edge with bolts.

14. Use brackets to secure the corners of the walls.

15. Using a forklift, lift the crate lid and place it carefully in position. Use brackets to fasten the lid in place. See Figure 26.

16. Label the crate for transport (address/serial #/crate x of x, on 2 or 3 sides).



Figure 26: Crate Closed Securely Using Brackets