**STEP 1: color code**

- **UPPER IDLER**
- **RED MANDREL**
- **RED TO RED**
- **BLUE MANDREL**
- **BLUE TO BLUE**
- **FEED TRAY**
- **UPPER HEAT SHOE**
- **LOWER HEAT SHOE**
- **LOWER IDLER**

JUST MATCH THE COLOR AT THE END OF YOUR ROLL OF LAMINATING FILM TO THE COLOR ON YOUR MANDREL

**STEP 2: threading film**

A. THREAD FILM UNDER IDLER BAR
B. PULL FILM DOWN OVER BLACK HEAT SHOES
C. PLACE FILM SO IT JUST COVERS BOTTOM HEAT SHOE

A. THREAD FILM UNDER LOWER IDLER BAR
B. PULL FILM FROM UNDER LOWER IDLER BAR
C. PULL FILM UP AND PLACE OVER TOP HEAT SHOE

**STEP 3: getting ready to laminate**

A. TOP AND BOTTOM FILM SHOULD BE OVERLAPPED ON TOP OF BOTH HEAT SHOES
B. USING THICK PAPERS (WE SUGGEST MANILA FOLDERS) FIRMLY PUSH THRU LAMINATOR
C. MAKE SURE TO GUIDE FOLDERS THRU BACK ROLLERS AND OUT THE BACK OF THE LAMINATOR

*TURN MACHINE ON AND HIT FORWARD BUTTON*

DONE! NOW YOU ARE READY TO LAMINATE