

ALOS Microfilm Reader-Printers

Turn machine on with rocker-switch on the right side panel. Turn the machine off when you are finished.

FOR FILM

1. Put the reel on the spindle with the leader coming off the top, to the right.
2. Pull and lift the lever with the arrow on it.
3. Feed the leader of the film over the roller and into the slot.
4. When the film appears on the screen, flip the lever back onto the film, and push the "Load" button on the right.
5. For moving the film from left to right, the controller is on the right. Turn to the right for forward and to the left to rewind. It has variable speed.
6. To move the film up and down, use the scan lever on the front of the machine.
7. To change the orientation of the image, use the round knob on the bottom right of the screen.

FOR FICHE

1. Pull out the fiche tray on the right until the glass opens.
2. Slide the carrier to the left, so that it lines up with the lens.
3. Put the fiche in the carrier and slide in.
4. The fiche can be manipulated with the carrier.
5. To return the carrier after use, pull it out as far as it will go and slide it to the right and then into the carrier.

THE LENS

1. Use the blue wheel on top to adjust the size of the magnification.
2. Use the tan wheel on the bottom to focus.

TO PRINT

1. Line up what you want to print in the print area outlined on the screen.
2. Push the blue "Start" button on the right.

COST OF COPIES

1. 8 ½ x 11" printouts are 15 ¢, payable at the Reference Desk
2. 11" x 17" printouts are 25 ¢ each.
3. Allow a few throw-aways to get the machine adjusted properly.

ADJUSTMENTS FOR PRINTING

AS A GENERAL RULE, NO ADJUSTMENTS WILL BE NEEDED

Buttons and knobs for adjustment are to the right of the screen.

1. To print on 8 ½" x 11" paper "Output Selection" must be set to *Tray* and the paper orientation button above it must be selected as well. . This is the default. The Reader can be reset, by turning the machine off and on. For 11" x 17" paper the "Output Selection" should be set to *Cassette 1*. 8 ½" x 11" paper is loaded in the bypass, long end first and the bypass door can be closed. 11" x 17" paper is loaded in the cassette.
2. Set "Masking" on *Auto* to eliminate large black areas at the edge of pages when printing.
3. "Print Mode" may be changed to *Fine* for pictures in the newspapers. (*Text* will usually be ok for everything. *Photo* is the setting for viewing slides.)
4. If the printer confuses negative and positive film, manually select the appropriate film type using the "Film Type" button.
5. Lightness and darkness of the print can be adjusted in auto or manual mode. Base your action on the quality of the print out not the quality of the image on the screen.
6. Multiple copies can be made using the white button above and to the left of the "Start" button. Reset with the button to the right.
7. Over the fiche carrier is an adjustment for 16mm or 35 mm film. (Most of our film is 35 mm. Magazine Collection is 16 mm)
8. *PE* in the digital display is "Paper Empty."
9. *PC* in the digital display means that the MF Machine 2 is connected to the computer. (To return it to printer mode, be sure that the image software is closed on the computer, then turn the MF Machine off and back on.