

ZIZEV C338

ZIZEV Spiral Coil Binding Machine C338 User Manual

Model: C338 (ZIZEV8rtgvic0un)

INTRODUCTION

This manual provides comprehensive instructions for the safe and efficient operation of your ZIZEV Spiral Coil Binding Machine, model C338. Please read this manual thoroughly before using the machine to ensure proper function and to prevent damage.

SAFETY INFORMATION

- Always keep hands and loose clothing away from moving parts during operation.
- Do not attempt to bind materials thicker than the specified maximum capacity.
- Ensure the machine is placed on a stable, flat surface.
- Keep out of reach of children.
- Unplug the machine when not in use or before cleaning.

PACKAGE CONTENTS

Verify that all items are present in the package:

- 1 x Binding Machine
- 1 x Handle
- 1 x User Manual

SETUP

1. **Unpacking:** Carefully remove the binding machine and all accessories from the packaging.
2. **Placement:** Place the machine on a stable, flat, and clean surface.
3. **Handle Installation:** Insert the operating handle into its designated slot on the machine. Ensure it is securely seated.



Image: The ZIZEV C338 binding machine with the handle attached, ready for use.

OPERATING INSTRUCTIONS

1. Adjusting Margin and Hole Specifications

The machine allows for margin adjustments of approximately 2mm, 4mm, or 6mm to suit your binding needs. The hole shape is a 4mm round hole or 4 x 5.5mm oval hole, with a hole distance of approximately 6.35mm.



Image: A diagram illustrating the adjustable margin settings (2mm, 4mm, 6mm) and the 4mm round hole specification with a 6.35mm hole distance.

2. Punching Documents

1. **Paper Insertion:** Adjust the paper guide to the desired paper size (Letter, A4, A5). Insert up to 12 sheets of 70-80g paper into the punching slot. Ensure the paper is aligned against the paper fix holder for accurate location.

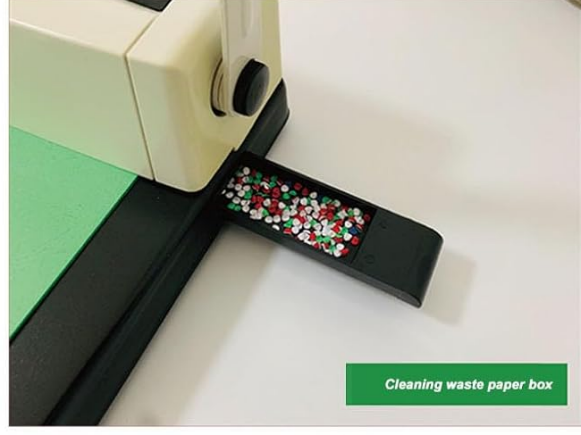
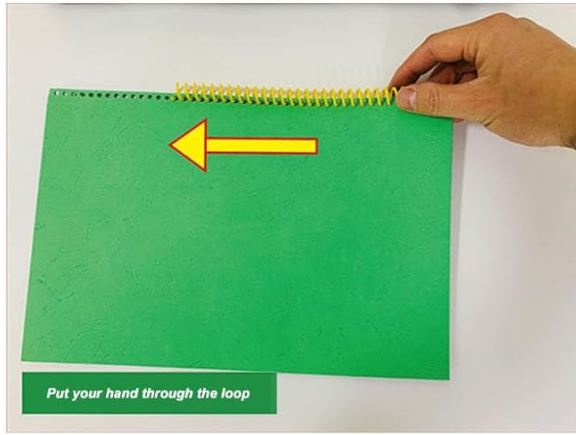
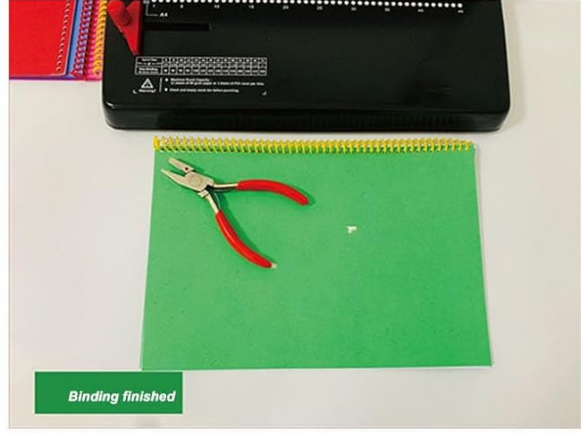
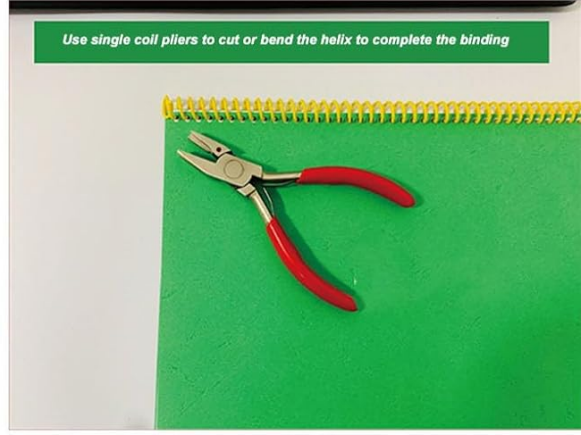
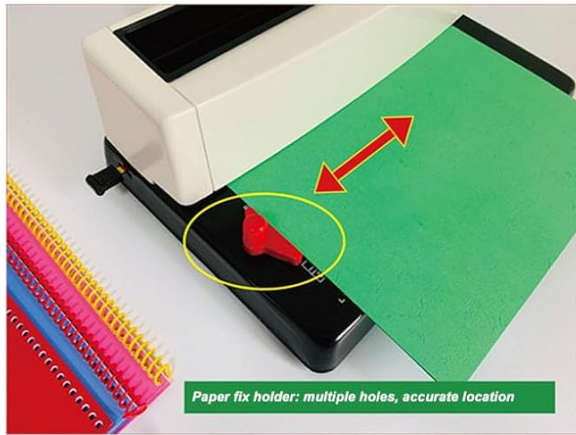
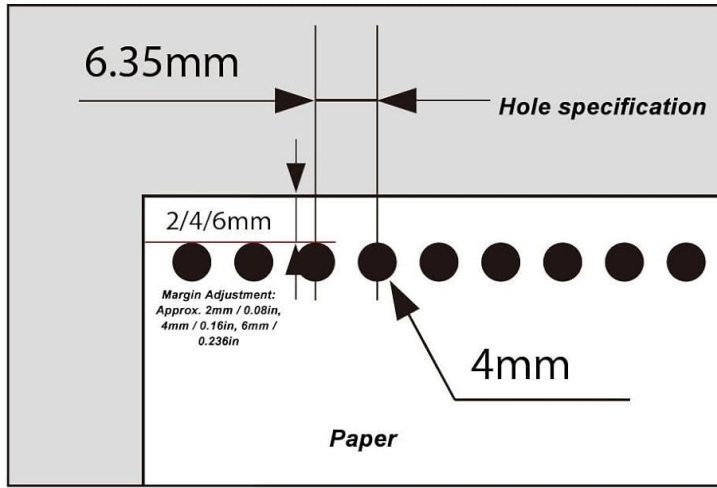


Image: A green sheet of paper being inserted into the punching slot of the binding machine, with the paper fix holder visible.

2. **Punching:** Firmly press down the operating handle to punch holes through the paper. Release the handle to return it to its original position.



Hole Shape: Diameter 4mm round hole, Approx. 4mm / 0.16in or 4 x 5.5mm oval hole, Approx. 4 x 5.5mm / 0.16 x 0.22in 5.5mm / 0.22in

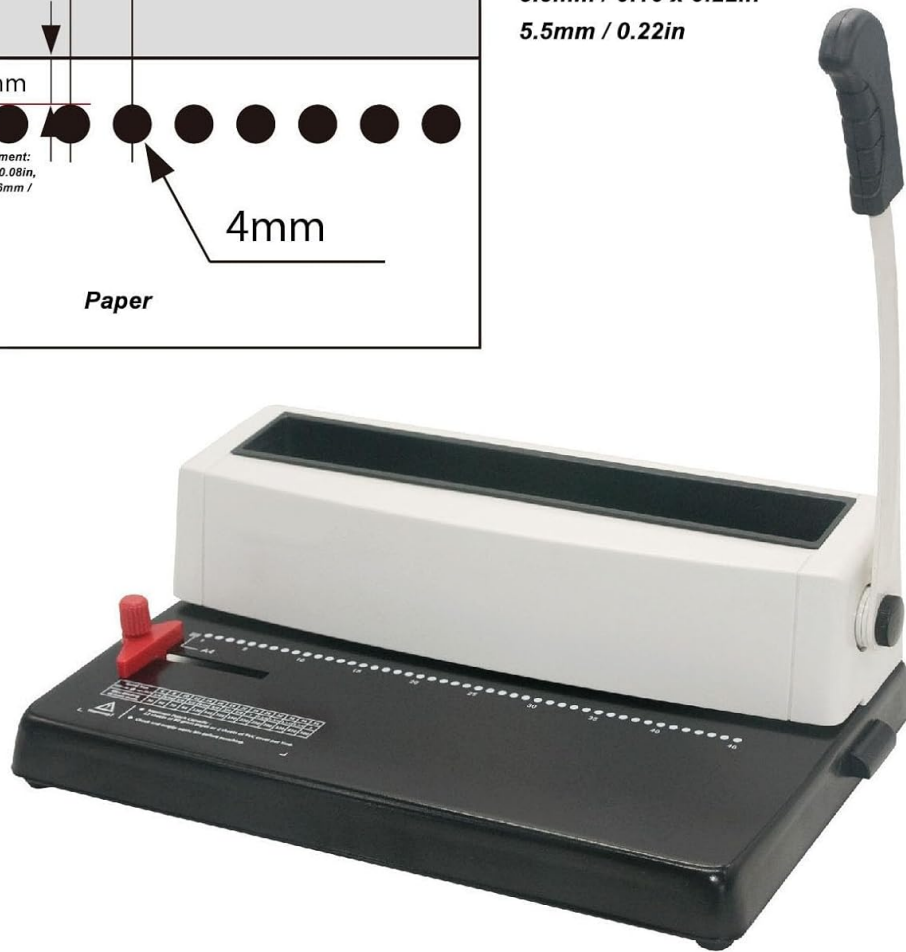


Image: A hand pressing down the handle of the binding machine to punch holes in a stack of paper.

- Waste Collection:** Punched paper waste is collected in the integrated waste paper box. Empty this box regularly.



Image: The waste paper box located at the side of the binding machine, showing collected paper confetti.

3. Binding Documents

The machine supports binding up to 220 sheets (70-80g paper) and is compatible with 3:1 pitch coil binding spines, click binding, or binding rings.

1. **Insert Coil:** After punching, thread the spiral coil through the punched holes of your document.

**Maximum Punching Capacity in Single Time:
About 12 sheets**
**Hole Distance: Approx. 6.35mm / 0.250in,
6.29mm / 0.248in**
Approx. 297mm / 11.7in
**Easily set the paper margins of 2mm, 4mm,
6mm to build a professional looking piece**
Suitable for letter size, A4 size and A5 size



Image: A hand threading a white spiral coil through the punched holes of a green document.

2. **Secure Coil Ends:** Use single coil pliers (not included) to cut or bend the ends of the spiral coil to secure the binding.



Image: Pliers being used to crimp or bend the end of a spiral coil on a bound document.

3. Binding Complete: Your document is now bound.



Image: A green document with a red spiral coil binding, indicating a completed binding process.

MAINTENANCE

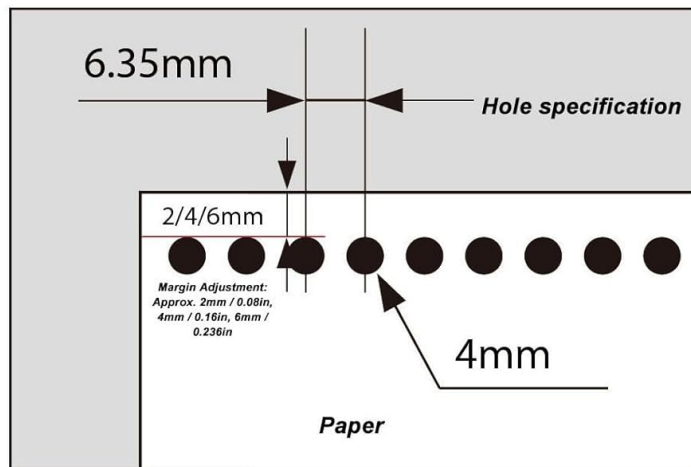
- **Cleaning:** Regularly empty the waste paper box. Use a soft, dry cloth to wipe the exterior of the machine. Do not use abrasive cleaners or solvents.
- **Storage:** Store the machine in a dry, dust-free environment when not in use.
- **Lubrication:** No user-serviceable lubrication is required.

TROUBLESHOOTING

Problem	Possible Cause	Solution
Paper jams during punching.	Too many sheets inserted; paper not aligned correctly.	Reduce the number of sheets (max 12 sheets of 70-80g paper). Ensure paper is flush against the guide.
Holes are not clean or fully punched.	Dull punching dies; insufficient force applied to handle.	Apply steady, firm pressure to the handle. If problem persists, contact customer support.
Binding coil does not fit holes.	Incorrect coil pitch or size.	Ensure you are using a 3:1 pitch coil. Verify coil diameter is appropriate for document thickness.

SPECIFICATIONS

- **Model:** C338 (ZIZEV8rtgvic0un)
- **Material:** Stainless steel
- **Maximum Punching Capacity (Single Time):** Approximately 12 sheets (70-80g paper)
- **Maximum Binding Capacity:** 220 sheets (70-80g paper)
- **Applicable Paper Sizes:** Letter Size, A4 Size, A5 Size
- **Number of Holes:** 46 (for A4 size)
- **Hole Shape:** Diameter 4mm round hole or 4 x 5.5mm oval hole
- **Hole Distance:** Approximately 6.35mm / 0.250in, 6.29mm / 0.248in
- **Margin Adjustment:** Approximately 2mm / 0.08in, 4mm / 0.16in, 6mm / 0.236in
- **Item Weight:** Approximately 11.42 pounds
- **Package Dimensions:** Approximately 16.54 x 11.02 x 7.09 inches



Hole Shape: Diameter 4mm round hole, Approx. 4mm / 0.16in or 4 x 5.5mm oval hole, Approx. 4 x 5.5mm / 0.16 x 0.22in
5.5mm / 0.22in

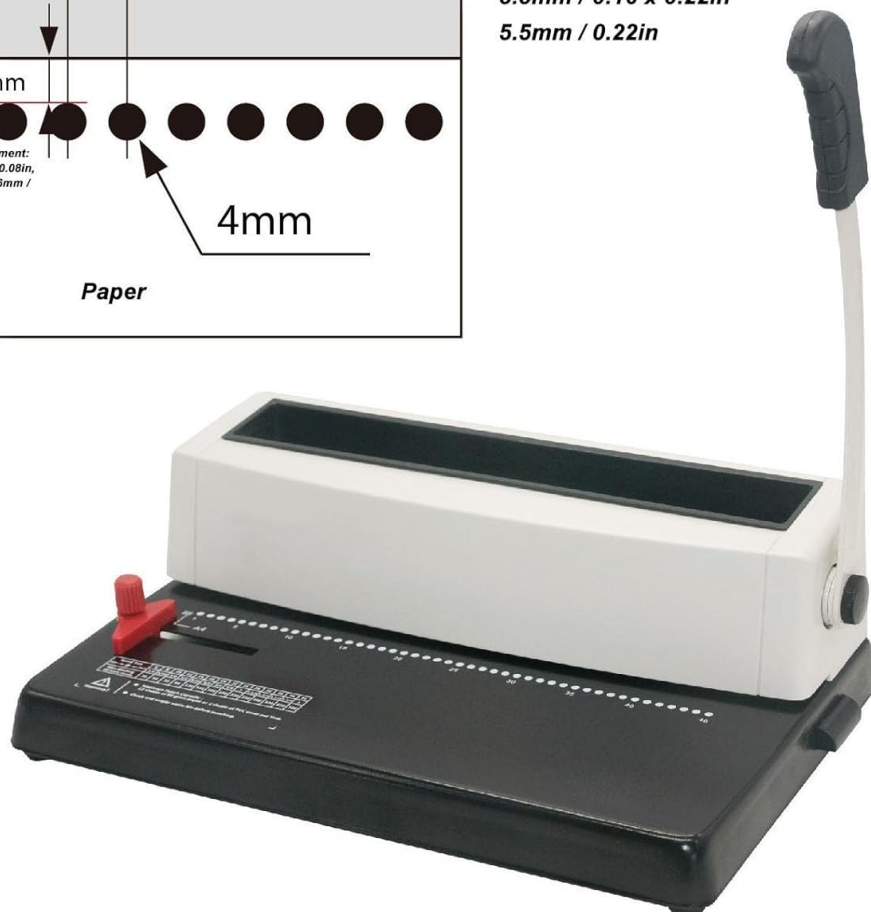


Image: The ZIZEV C338 binding machine with an overlay highlighting key specifications such as punching capacity, hole distance, and margin adjustment.

WARRANTY AND SUPPORT

For warranty information or technical support, please refer to the contact details provided with your

purchase documentation or visit the official ZIZEV website. ZIZEV is committed to providing superior quality products and customer satisfaction. If you have any dissatisfaction, please contact us for a satisfactory solution.

Manufacturer: ZIZEV