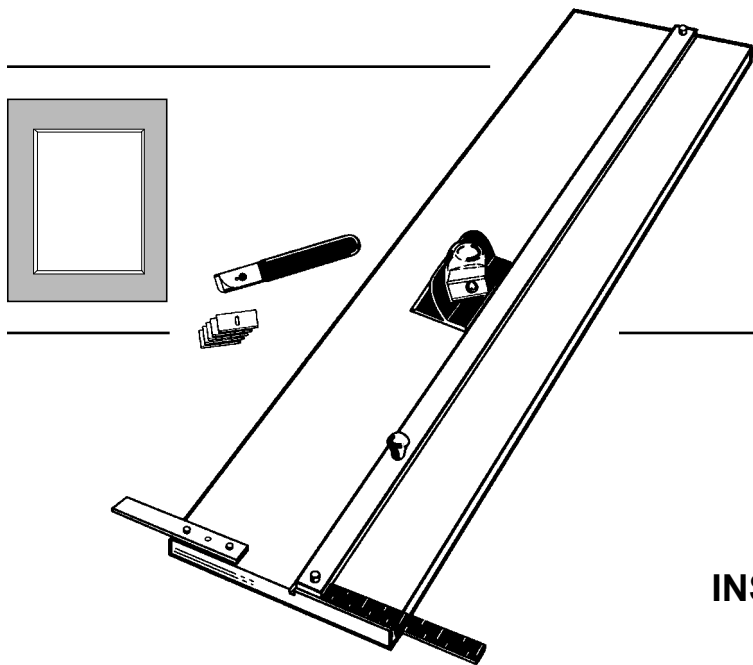


Model 250

Craft & Hobby

MAT CUTTER



LOGAN
GRAPHIC PRODUCTS, INC.

www.logangraphic.com

INSTRUCTION AND OPERATION MANUAL



INTRODUCTION:

Congratulations on your purchase of the Hobby & Craft Mat Cutter. This well designed economical mat cutter that will provide professional results at a fraction of the cost of professional equipment. The Craft & Hobby cutter includes all the basic components needed including a base board, bevel cutter and Matknife to accurately size and then bevel cut matboard for framing. Please take some time to familiarize yourself with this instruction manual before cutting. You will find that the time taken will be worth it, and you will be cutting quality mats in no time.

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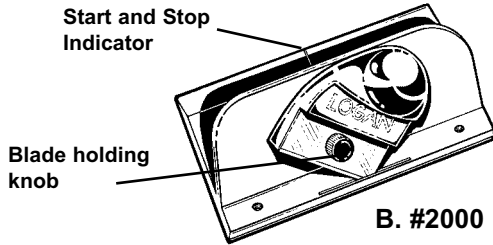
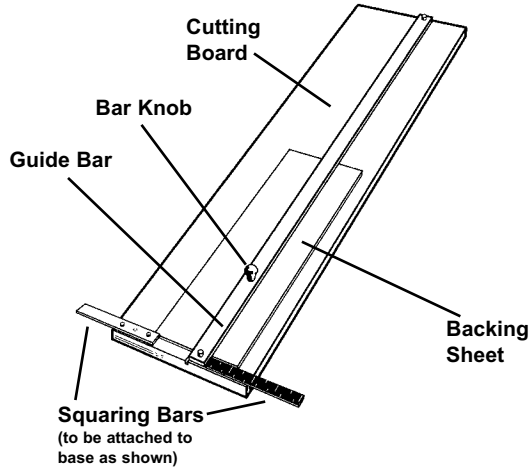
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Warranty

Logan Graphic Products, Inc. ("Logan") warrants the **250 CRAFT AND HOBBY CUTTER** to be free from defects in parts and workmanship for a period of one year from the date of original purchase. Logan warrants that it will either repair or replace, in its sole discretion, any necessary replacement parts found to be defective. Should the product need to be returned to Logan for repair or replacement parts, authorization for any return must come from Logan in writing. **Costs of returning the product to Logan, including insurances, shall be borne by the purchaser.** Logan shall not be liable for any damages or losses, incidental or consequential, direct or indirect, arising from the use of this product. This warranty extends only to the original purchaser and is not assignable or transferable. This warranty is in lieu of all other warranties, expressed or implied.

Logan Graphic Products, Inc.
1100 Brown Street
Wauconda, IL 60084
800/331-6232

IDENTIFICATION OF MACHINE COMPONENTS:



B. #2000 Bevel Cutting Head

Start and Stop Indicator- Line which shows where to begin and end cut.

Blade Holding Knob- Holds blade securely onto blade holder.

A. #250 Cutting Board

Guide Bar- Used to guide cutting heads while cutting.

Bar Knob-Used to lift and position the guide bar

Squaring Bar- Mounted 90 degree bars used to hold mats square when cutting and to set border sizes.

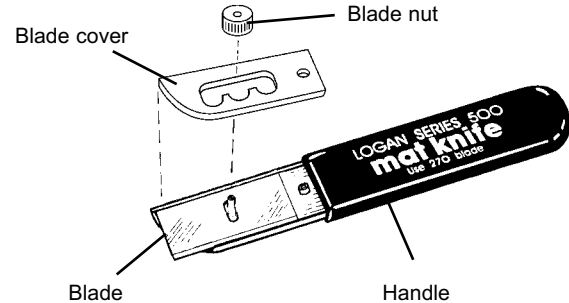
Cutting Board- Vinyl covered base board of machine.

Backing Sheet- Scrap matboard used under the mat being cut to improve quality of bevel cut.

C. #500 Matknife

Blade Nut - Holds cover and blade in place.

Blade Cover - Holds blade safely in position.

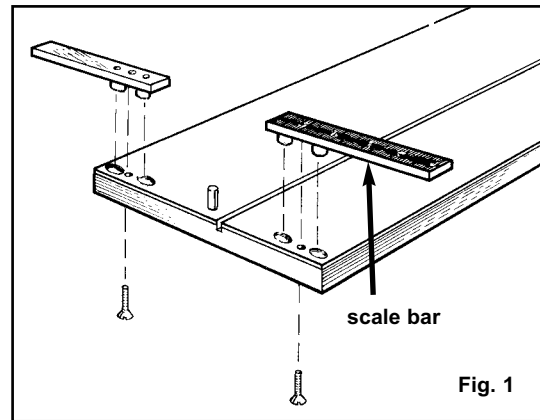


Board Assembly

1. Press squaring bars into holes in cutting board. (Fig. 1)



2. Thread screws from the bottom of the board and into the squaring bars.
3. Tighten screws snug.



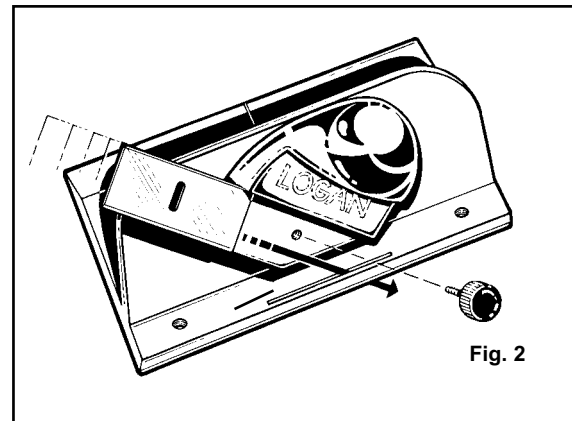
Blade Installation

A. Model 2000 bevel cutter

1. Remove one blade from pack of 5.

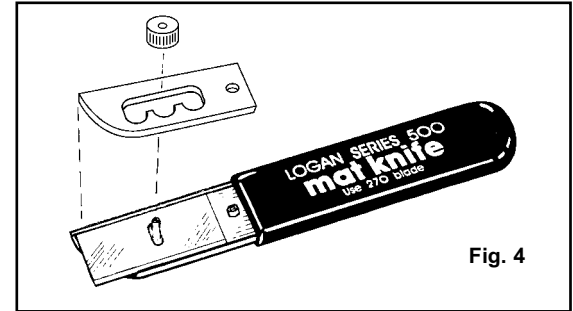
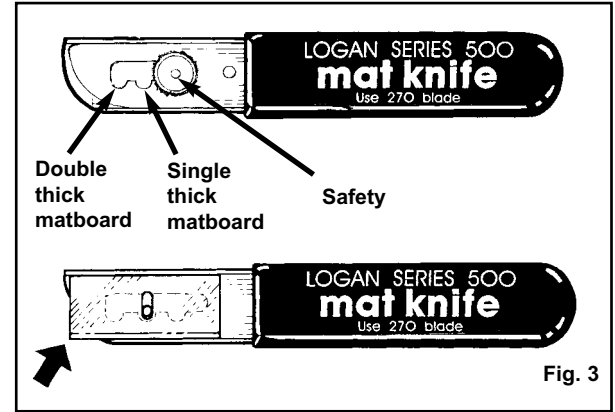


2. Remove blade knob
3. Slide blade down front of blade holder and into slot (Fig. 2)
4. Align hole in blade with hole in blade holder.
5. Replace knob.



B. Model 500 Matknife

1. Remove one blade from pack of 5.
2. Remove blade nut and cover plate.
3. Place blade onto knife handle lining hole in blade over screw thread. Be sure sharp edge is overhanging curved edge of handle. (Fig. 3)
4. Replace blade cover and blade nut.
5. Adjust setting by sliding blade nut to desired location and tighten.



Operation

A. Cutting A Board To Size



Helpful Hint

♦Matboard is sold in 32" x 40" sizes. Sometimes stores will sell smaller sizes or cut a sheet down at no charge. Simply ask.

1. Using a measuring device, measure dimension of board to be cut.
2. Slide matboard under guidebar and against squaring bars. Align mark with guidebar edge. (Fig. 5)



Helpful Hint

♦Matcutter only cuts up to 23". Anything larger will have to be cut using any longer straight edge. If cutting without board, be sure to use a backing sheet to protect cutting surface.

3. Stand with squaring bars furthest from you, hold knife vertically along edge of guidebar at 45 degree angle. Place blade tip beyond edge of matboard. Draw knife across matboard towards yourself. (Fig. 6)

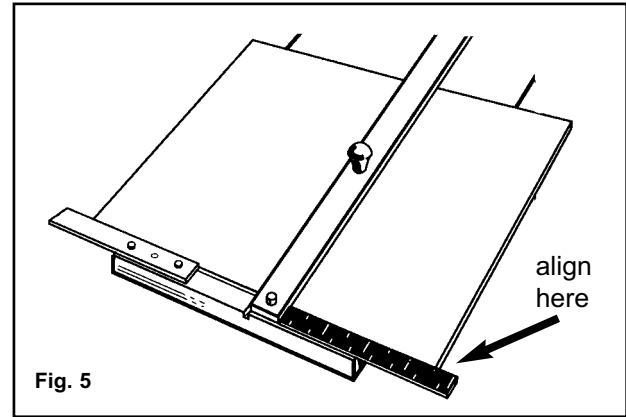


Fig. 5

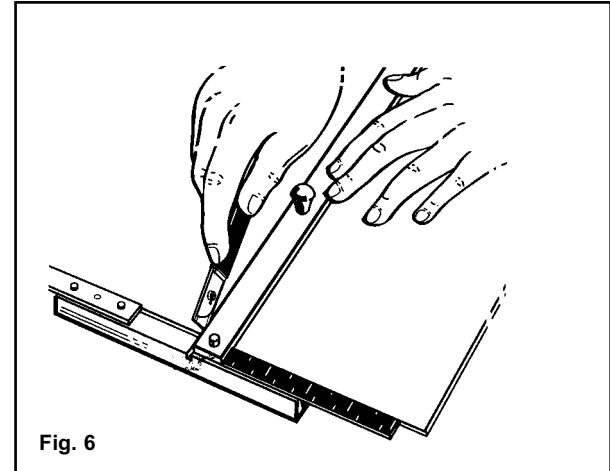


Fig. 6

B. Cutting a bevelled opening

1. Determine opening by measuring artwork and subtracting 1/2 inch from each dimension.



Helpful Hint

♦If artwork measures 5 x 7 then opening should be 4-1/2" x 6-1/2" so mat covers artwork.

2. Determine border by subtracting opening dimension from matboard dimension and taking half of that.



Helpful Hint

♦If matboard dimension is 8" x 10" and opening is 4-1/2" x 6-1/2" then subtract $8 - 4\text{-}1/2" = 3\text{-}1/2"$ and $10 - 6\text{-}1/2" = 3\text{-}1/2"$. Half of 3-1/2" is 1-3/4" so border is 1-3/4"

3. Put a backing sheet under the mat to be cut.
4. Mark borders on back of mat. Slide mat board under guide bar and against squaring bars. Align edge of matboard to desired dimension. (Fig.7)
5. Using a pencil, draw lines full length of back of matboard. Repeat this for remaining three sides.

continued on page 7

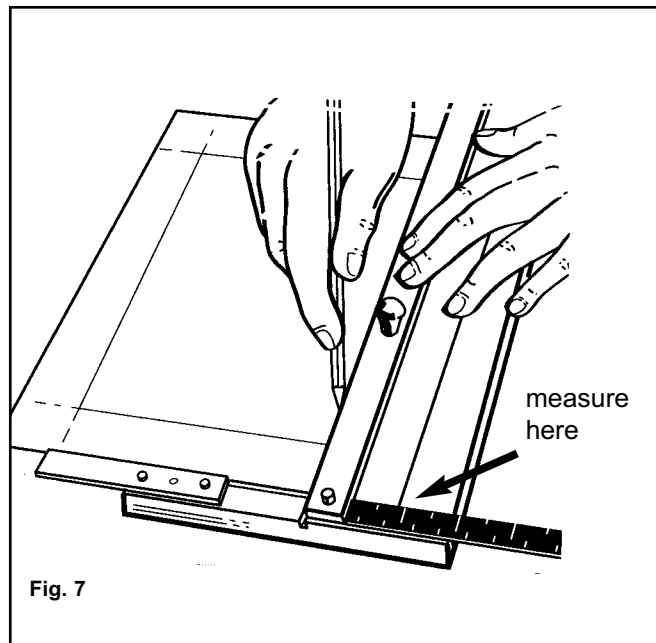
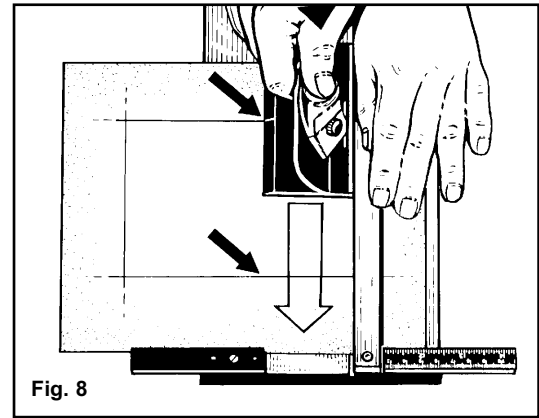



Fig. 7

6. Standing with the squaring bars away from you. Position model 2000 bevel cutter so the silver line lines up with bottom intersecting pencil line. (Fig. 8)
7. Hold down guidebar with your left hand. Place thumb of right hand on thumb divot on blade holder. (Fig. 8)
8. Plunge the blade down into the mat. Keep downward pressure, slide cutter against guidebar until silver line intersects with top pencil line. (Fig. 9)

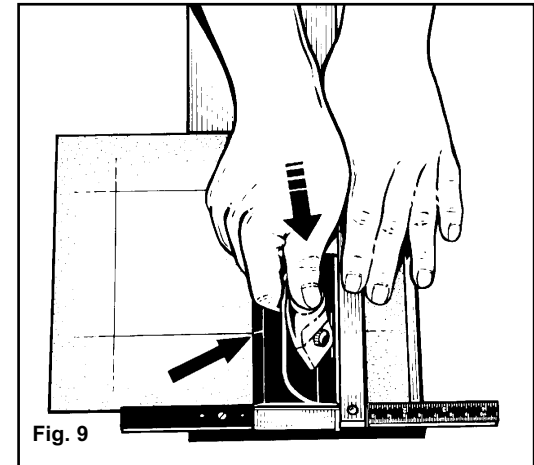


 ***Helpful Hint***
♦Lower heel of right hand behind cutter to get better leverage. For best results do not go beyond intersecting lines.

9. Remove blade from mat by pulling up on blade holder using your thumb.
10. Rotate the mat to 1/4 turn and repeat steps 6-9 to complete cutting.

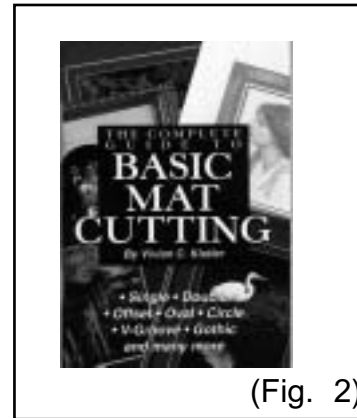
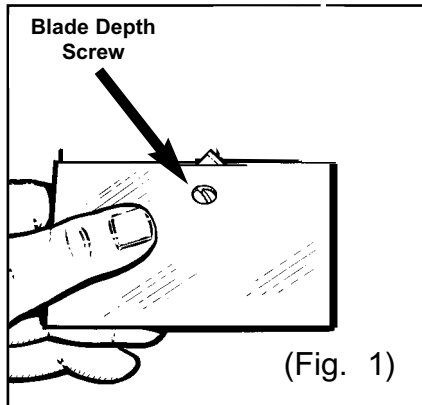
C. Cutting left-handed

1. Align the cutting board horizontally in front of you with squaring bars to the right.
2. Using your left hand follow the above instructions.



Helpful Hints

1. **Bevel blade adjustment-** Turning depth adjustment screw in (clockwise) will decrease depth and turning screw out (counter-clockwise) will increase depth. (Fig. 1)
2. **Always use a backing sheet when bevel cutting.** A piece of scrap matboard used under mat being cut. It provides the highest quality cut.
3. **Bevel blade holder-** Spring back feature is not intended to pull out of mat. It is a safety feature when cutter is not in use.
4. **Basic Mat Cutting Book- Item #238** Provides more details and creative ideas in matting (Fig. 2)
5. **Change blades** -When edge of cut looks ragged. Blade sharpness varies so blade life varies.



CREATIVE MATTING GUIDE

DOUBLE RECTANGLE MAT

(Example 8' x 10" w/3-1/2" x 5-1/2" opening)

Materials needed: Double sided tape

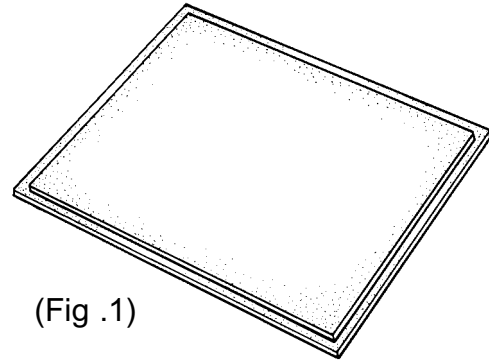
Step 1: Mark lines & cut a 2" border opening mat.

Step 2: Keeping the fallout piece in place, run double-sided tape around the back of the window border. Do not put tape on cut line. Also put a small swatch of tape in the center of the fallout.

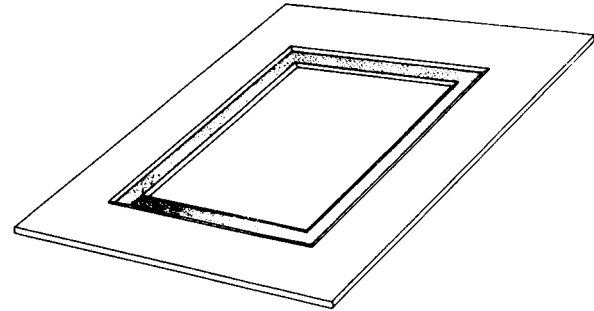
Step 3: Straight cut a second piece of matboard of a different color to an outside dimension 7-1/2" x 9-1/2".

Step 4: Affix the second mat FACE DOWN to the taped back of the first mat being sure it is centered reasonably well. (Fig 1)

Step 5: Now mark lines and cut a 2-1/4" border mat. The double fallout will drop from the window and the mat will be finished and perfectly aligned. NOTE: Triple mats can be achieved by repeating the above procedures again.



(Fig .1)



Double Mat

OFF-SET CORNER MAT

(EXAMPLE: 8" x 10" w/ 5" x 7" opening)

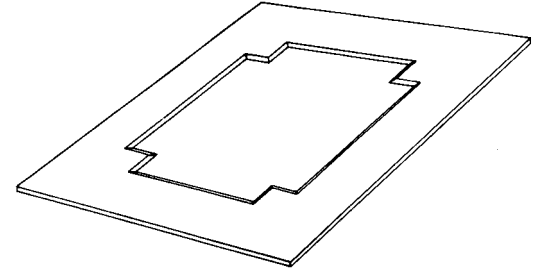
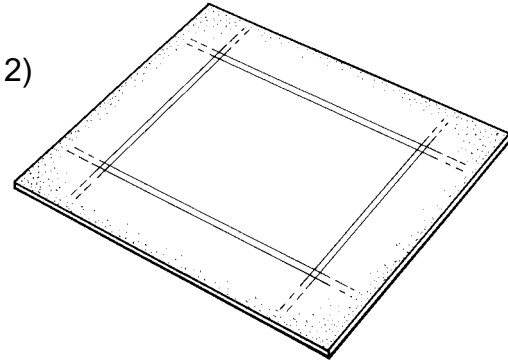
Step 1: Mark lines for 2" border mat.

Step 2: Mark lines for 1-1/2" border mat. (Fig. 2)

Step 3: At the 1-1/2" marked line put on the Bevel Cutting Head and line up the silver indicator line with the bottom pencil line closest to center of the mat. Cut until the silver indicator lines up with the top pencil line closest to the center of the mat. Using the same procedure, cut all four sides. IMPORTANT: At this point the fallout will not drop from the window. Continue.

Step 4: At the 2" marked line, line up the silver indicator line on the Bevel Cutting Head with the drawn pencil line furthest from the center of the mat. Cut until the silver indicator line lines up with the line at the top of the mat furthest from the center of the mat. Using the same procedure, cut all four sides. NOTE: Be careful to hold the fallout piece in place as you turn the mat for the last cut.

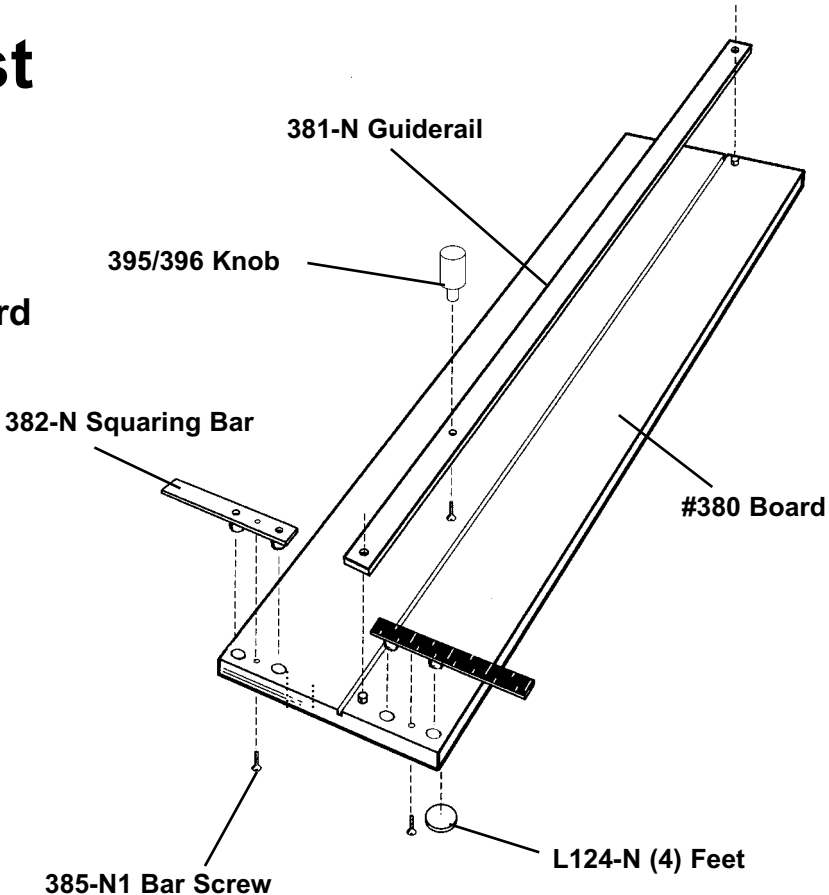
(Fig. 2)



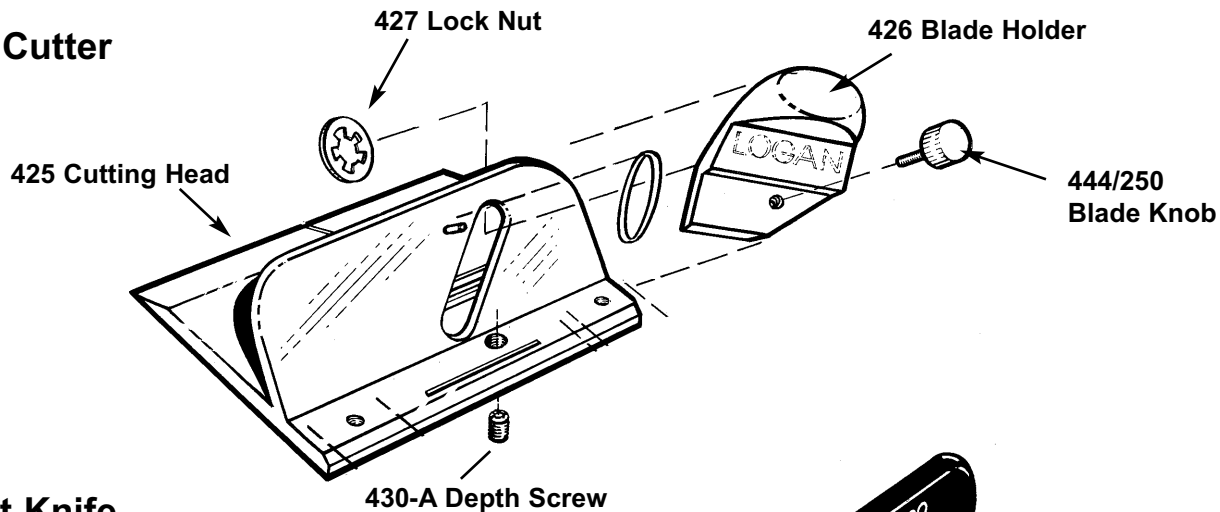
Off-Set Corner Mat

Parts List

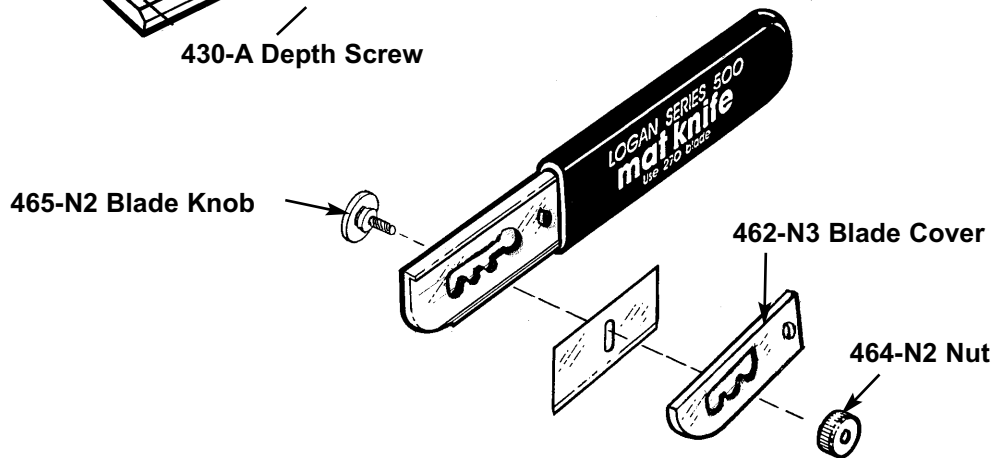
Base Board



Bevel Cutter



Mat Knife



Other Great Logan Products

Basic Mat Cutting Book by Vivian C. Kistler, CPF. 64 pages of easy to understand instruction. Includes sections on color choice, layout and design.

Mat Decoration Book by Vivian C. Kistler, CPF. 64 pages of decorative instruction for finished mats. Includes many techniques and projects and includes section on memory book making.

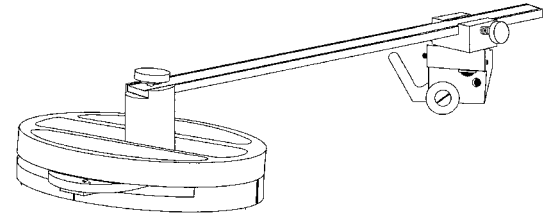
Basic Mat Cutting Book-Item #238

Mat Decoration Book- Item #240

3-Step Oval and Circle Mat Cutter Easy to use, fast and portable. Cuts ovals or circles on the surface of the matboard using a patented 3-step mechanism for gradual increase of blade depth. Converts from oval to circle cutter with a turn of a knob. Ovals from 3-1/4" x 4-3/4" to 20" x 23". Circles from 4-1/2" to 20". Uses common blade Logan #324, Dexter or X-acto equivalent.

3-Step Oval and Circle Matcutter-Item #201

Replacement blades #324



See Your Local Logan Dealer For Availability Or Call Logan At 800/331-6232 For A Dealer Near You



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