



# TOM Drafting Machine

## Operating/In Use Instruction

For model  
no. TOM

**Tools Required:** Flat head screwdriver

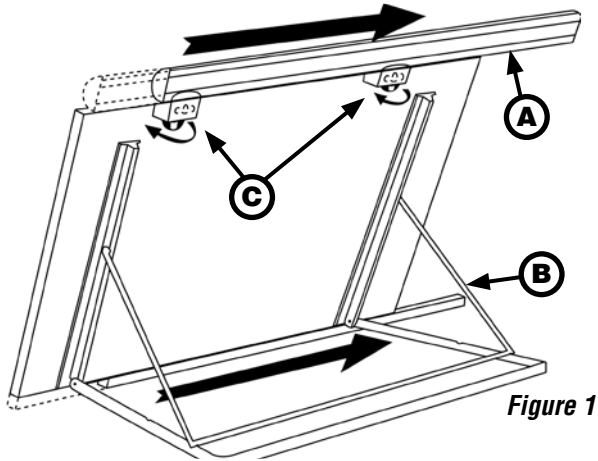


Figure 1

### Installation:

The TOM drafting machine is mounted on a drawing board and is designed to maximize the space available by virtue of the sliding movement of tracks (A) and (B), illustrated by the arrows.

**Note:** To move track (A), unscrew knobs (C) counterclockwise (see *Figure 1*) and tighten them once in the chosen position.

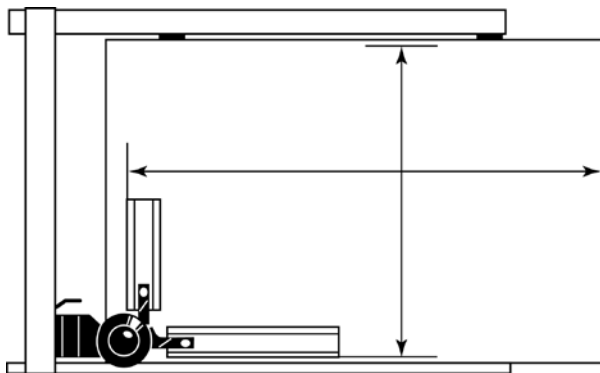


Figure 2

The maximum work surface available is illustrated in *Figure 2*:  
25½" w x 19¼" h

### Use of TOM on the Table:

The drawing board supplied allows for two angles of inclination:

Approx. 30° if the drawing board is mounted directly on a table (see *Figure 3a*).

Approx. 60° if the drawing board is mounted with clearance from the supporting surface of the table (see *Figure 3b*).

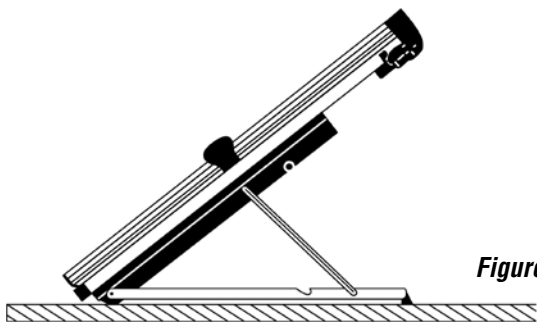


Figure 3a

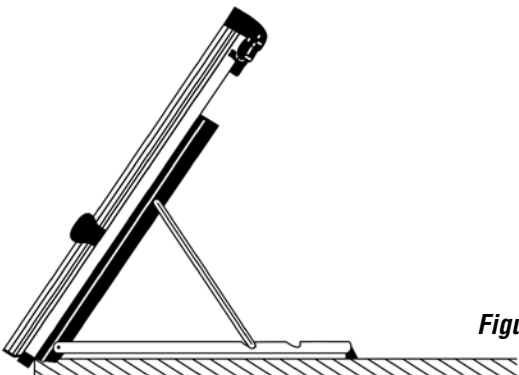


Figure 3b

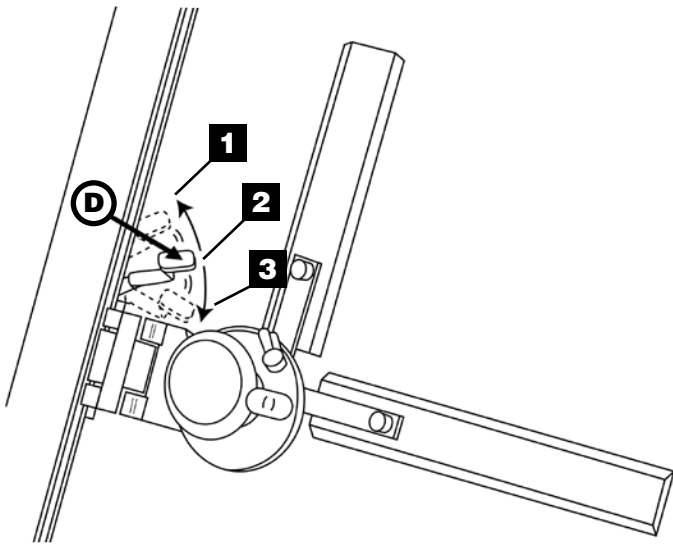


Figure 4

### Locking the Vertical Movement:

The TOM Drafting Machine does not have a counterweight. The vertical sliding block is balanced by positioning the brake lever (**D**). This is moved by pressing downwards and then to either side to desired position (see *Figure 4*).

- 1** Locked position (no drawing head movement)
- 2** Braking friction position (prevents drawing head from slipping downwards)
- 3** Unlocked position (free movement of drawing head)

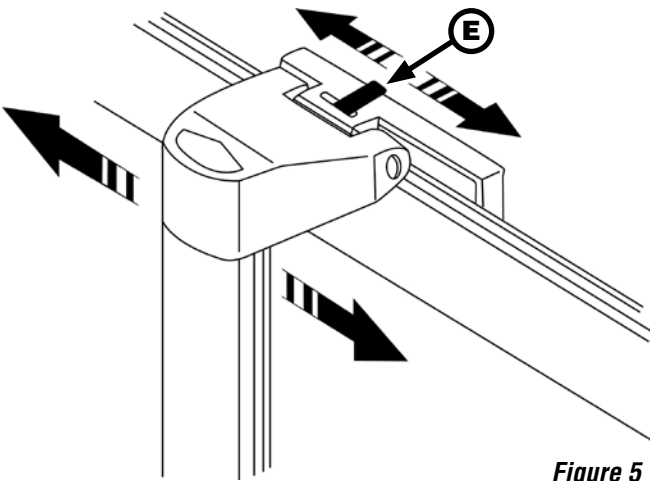


Figure 5

### Locking the Horizontal Track Movement:

The horizontal sliding block is locked in position by means of lever (**E**) (see *Figure 5*).

**WARNING:** Never leave the brakes in the locked position when the drafting machine is not in use, as this may cause warping of the bearings.

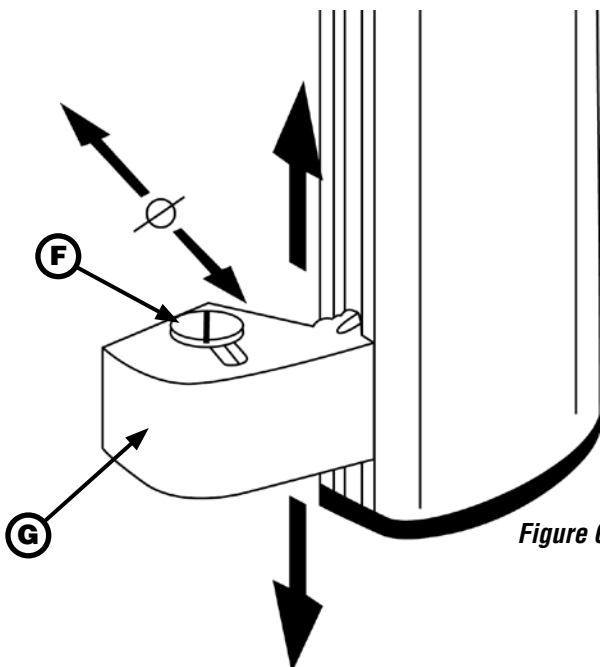


Figure 6

### Correcting Position:

The vertical bar of the drafting machine must always be parallel to the surface of the drawing board. If it is not, loosen screw (**F**) and adjust the knob movement in its slot. Once it is lined up correctly, tighten the screw again.

If necessary, the knob fitting (**G**) can run along the vertical bar of the drafting machine (see *Figure 6*).

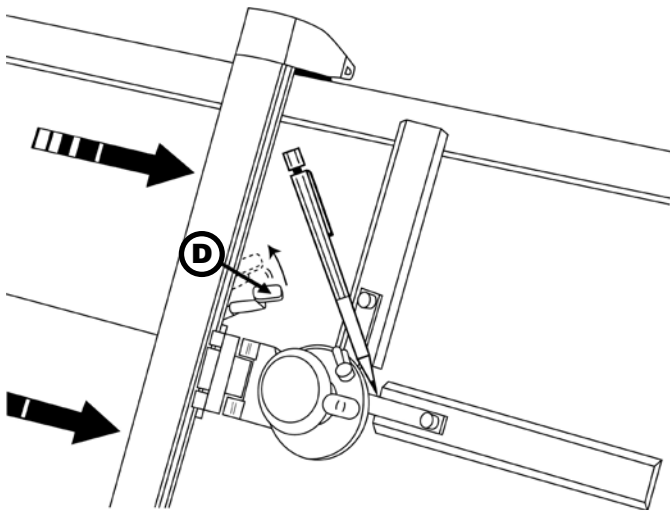


Figure 7a

### Alignment & Drawing of Lines:

Lock the vertical sliding block using brake (D). Draw a straight line with a pencil resting on the supporting edge moving the vertical track to the right (see Figure 7a).

Align drawing edge (H) with the line already drawn. Do so by loosening knob (K) and tighten it up again once the line is drawn (see Figure 7b).

To align drawing edge (J), loosen knob (L), turn the drawing head by 90°, and tighten the knob once complete (see Figure 7b).

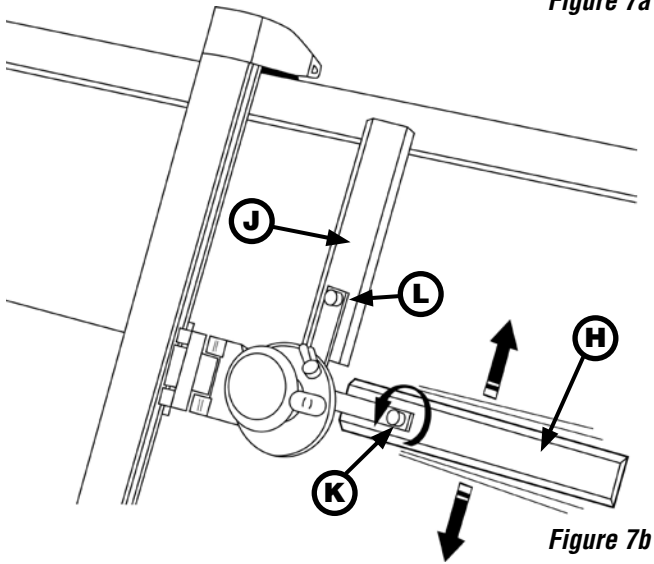


Figure 7b

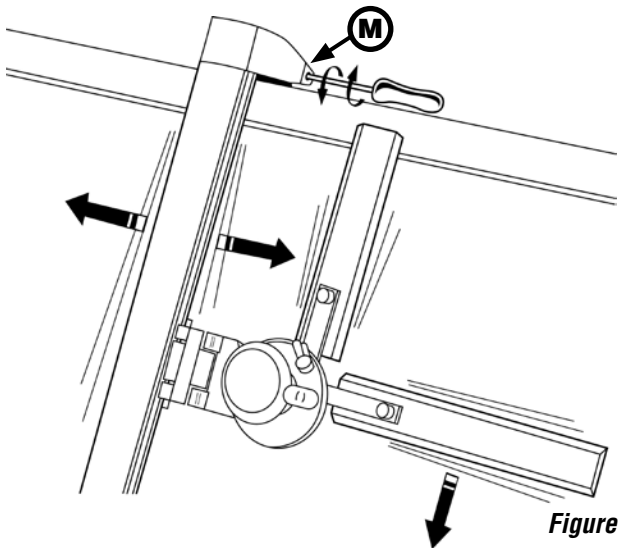
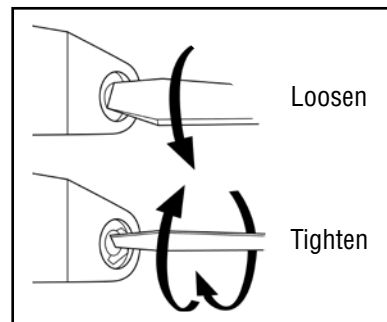


Figure 8

### Returning to the Original Track Position:

To set the track positioning of the drafting machine, loosen the tightening nut (M), rotate the screw, and tighten the nut again (see Figure 8 and inset).



### Maintenance:

The drawing board and drafting machine should be cleaned from time to time using a damp, soft cloth. Never clean the surface with harsh chemicals, alcohol, solvents, etc. If the drafting machine is not used for lengthy period, do not leave the vertical and horizontal brakes in the locked position as this may cause warping of the bearings. Screws and nuts should be tightened with great care, as per the instructions above. Lubrication or non-routine maintenance should only be carried out by qualified staff.