

Picture Process Maps (PPM)

Packsizer Boxer

PURPOSE

This Picture Process Map (PPM) for the Packsize Boxer Machine is designed to visually document and guide the operational procedures for eCommerce department team members, enhancing training and operational consistency. These maps provide step-by-step instructions for activation, shutdown, and operation procedures. This box machine is used for packing eCommerce customer orders.

Packsize Contacts

Typically, Packsize is contacted for guidance on repairing any issues with the boxer. Spare parts are stored in a Packsize box in the manager's office.

Boxer Serial Number: 802938

Before calling for a technician, you must first enter the serial number.

Technicians: 833-293-6398

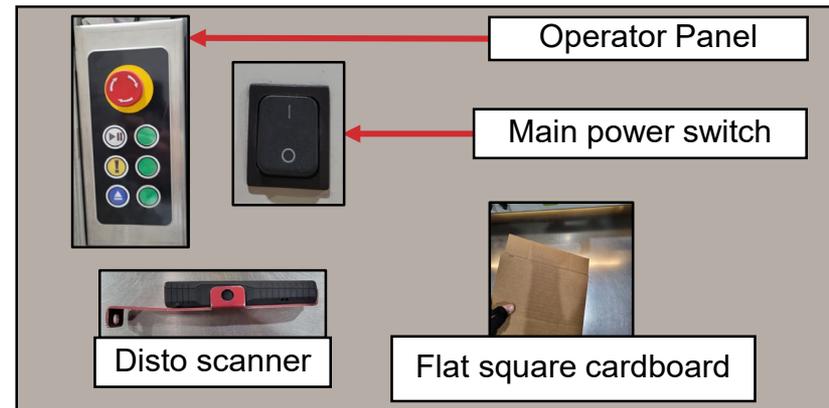
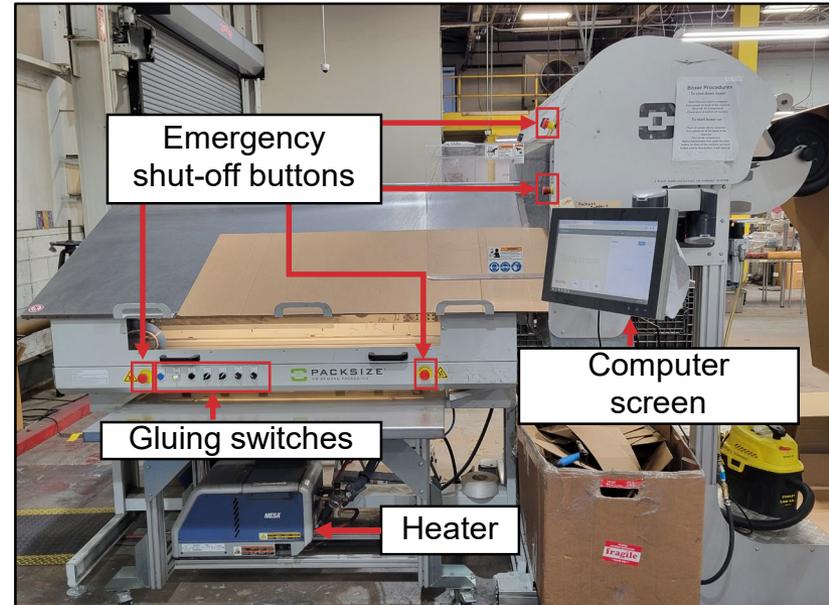
Sales: Alex Hernandez Alex.Hernandez@Packsize.com or 1-720-930-7465

Required tools and equipment:

- Packsize boxer machine
- Disto scanner
- Flat square cardboard

The Packsize boxer contains the following features:

- Emergency shut-off buttons (four locations)
- Main power switch
- Operator panel
- Gluing switches
- Heater
- Computer screen



Note: The compressor and boxer produce loud and abrupt sounds that can be startling until you become accustomed to how they operate.

1. Turn the red dial on the compressor from “OFF” to “AUTO.” Ensure that it clicks.
2. To activate the gluer, switch the Main Power on the back of the boxer from the "off" position to the upright “On” position.



3. Turn on the main power switch near the Boxer's top.



4. Wait for the operator panel to power up. You can confirm this when the yellow exclamation button on the control panel starts flashing.

5. Verify that all four Emergency Stops are reset or turned off and all doors and panels are closed.



Note: If an emergency occurs while using the boxer and the Emergency Stop is used, press the flashing exclamation button to reset it.

Note: Before proceeding with this step, ensure the compressor has been operational for at least four minutes.

6. Press the blue “**EMERG. STOP RESET**” button, which will cause an internal metal bar to move upward.



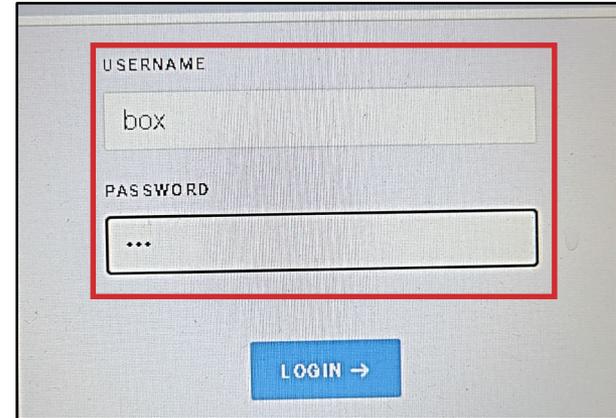
7. Turn the “**POWER SOURCE**” switch on after the internal bar moves upward. You'll know it's on when the switch lights up. The glue takes approximately 30 minutes to warm up.



1. Type in the username and password.

Username: box

Password: box



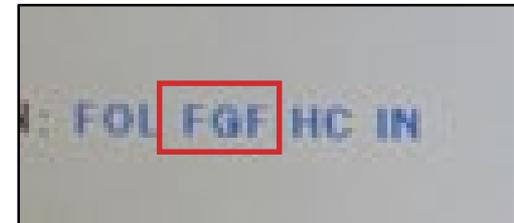
2. Three icons will appear in the center (PackNet, PackNet.DIM, Disto40.exe- Shortcut). These will be used to set up the Disto scanner and connect it to PackNet.DIM and PackNet.



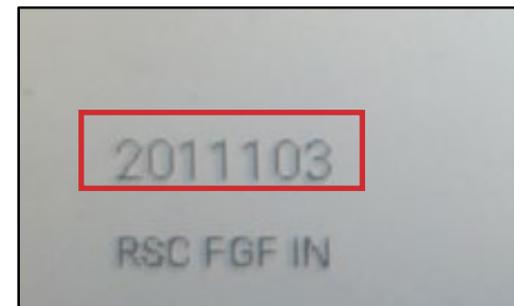
1. Double-tap the “**PackNet DIM**” icon.



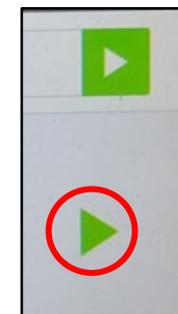
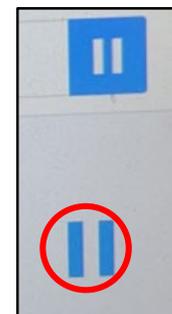
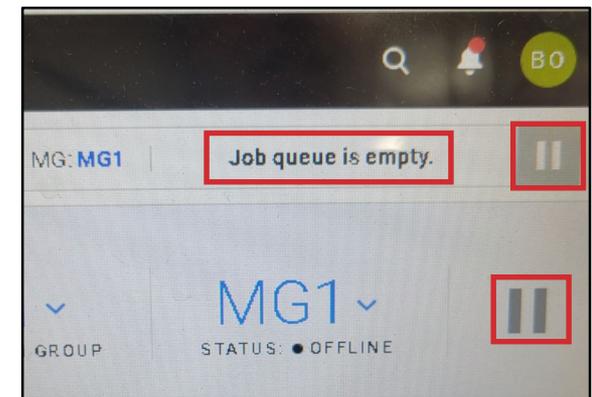
2. On the top right corner of the web page, tap **FGF**.



3. A “**CARTON DESIGN**” pop-up window will appear. Tap on “**2011103**” and close the pop-up window.



1. Double-tap the “**PackNet**” icon.
2. A “**Job queue is empty.**” and the “**pause**” indicator will appear. It will also indicate that the system is currently offline.
3. To activate the system, tap “**offline**“, which will switch the system to online mode. The indicator will then turn blue and enter a paused state. To proceed, tap “**pause**” to display a green arrow, and then tap the green arrow to start the system.



Disto Scanner Set Up

Packsizer Boxer

1. Press the “ON” button of the Disto scanner.

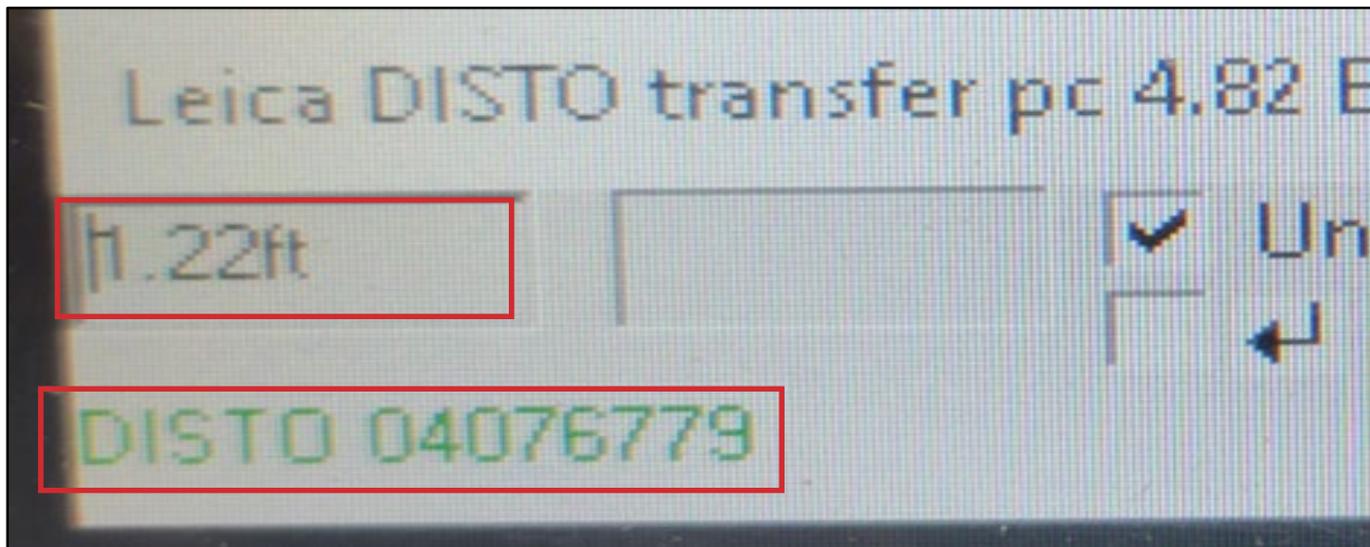


2. Double-tap the red “Disto40.exe- Shortcut” icon on the computer screen.



3. When the Disto connects to the computer, a pop-up window will display the distance from the Disto to the computer. The pop-up window will indicate in green text at the bottom left corner that the Disto, along with its identifier number, is connected.

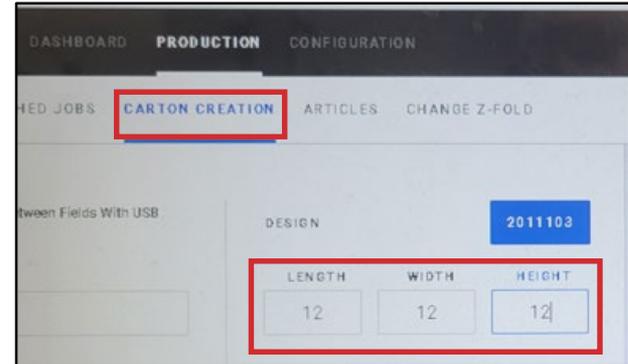
Note: If the Disto fails to connect, proceed to page 11 for instructions on manually entering box measurements.



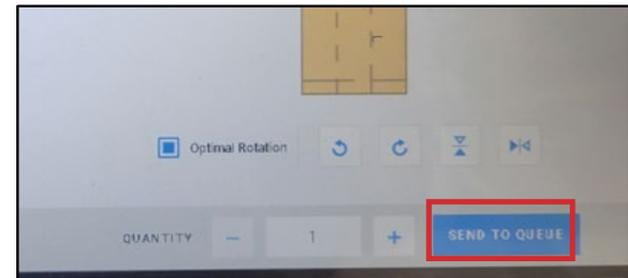
Entering Measurements Manually

Use these instructions if the Disto scanner doesn't automatically connect.

1. Double-click the PackNet icon. Click the **"CARTON CREATION"** tab and type in the measurements (length, width, and height).

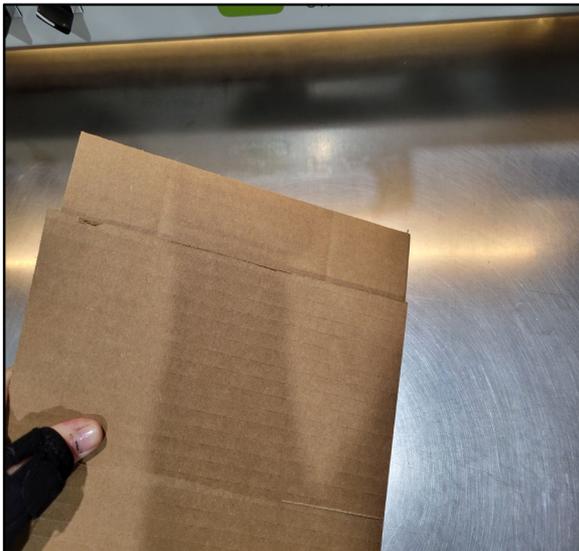


2. Select **"SEND TO QUEUE"** at the bottom right corner of the screen.

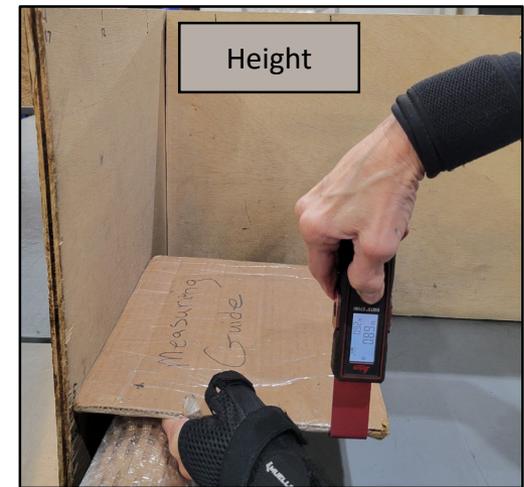
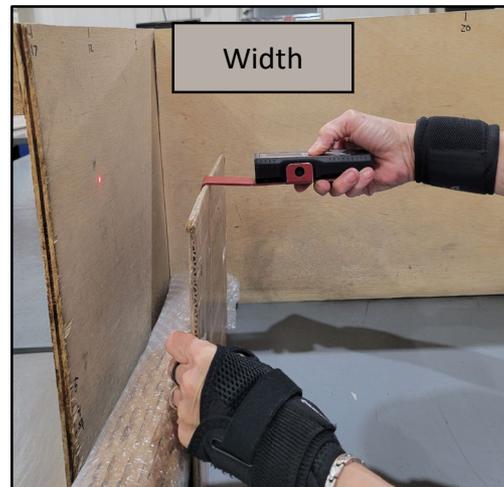


1. When using the Disto scanner, measure the item's length, width, and height by pressing the "ON" button twice. To ensure stability and accurate measurements, use the flat square cardboard as a base while recording the dimensions.

Note: The Disto scanner is housed in a metal holder. Use the lip of this holder to securely attach it to the edge of your square cardboard during measurement.



2. The first press starts the scanning beam, and the second marks the length. The third is for the width and the fourth for the height. Always measure using the length, width, and height order. After scanning the three measurements, the boxer will automatically create your box.



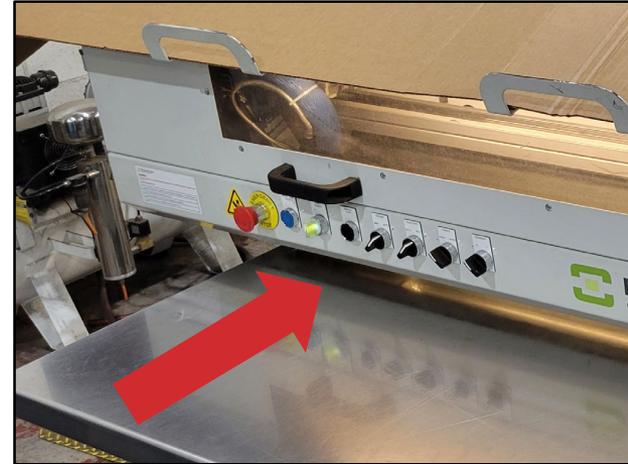
3. The cardboard will be cut the cardboard according to the exact measurements provided. The finished cardboard will then exit the boxer.



4. Fold the box horizontally from the left towards the right until the left end aligns with the rightmost crease. This will create a 2-inch flap on the left side that will overlap and can be secured with glue.



5. Place the box on the table with the flap leading into the machine. Slide the box forward until it cannot go further, triggering the gluer to activate. Hold the box steady while the glue sets, which will take about 15 seconds.



6. Listen for a release sound from the machine, then pull the box out. You will find the flap neatly folded over and securely glued shut.



Shutdown Procedures

The following steps explain how to shut down the machine at the end of the shift.

1. Turn off the power using the top front power switch.
2. Turn off the main power switch located behind the machine.
3. Turn off the compressor.

