



B475 QE SEWING MACHINE

RIT

The Student Hall for
Exploration and Development

B475 QE SEWING MACHINE

THE SEWING MACHINE STITCHES MATERIALS TOGETHER

MACHINE INTRODUCTION

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VERSION #



1. BOBBIN COVER
2. PRESSER FOOT
3. NEEDLE THREADER
4. SEWING LIGHT
5. THREAD CUTTER
6. SLIDE SPEED CONTROL
7. THREAD TAKE-UP LEVER COVER
8. THREAD TAKE-UP LEVER
9. THREAD CUTTER
10. NEEDLE FIXING SCREW
11. CONNECTION FOR SLIDE-ON TABLE
12. CONNECTION FOR FREE HAND SYSTEM

MATERIALS

ALLOWED MATERIALS

+ Fabric

BANNED MATERIALS

- Wood
- Metal

CONSULT MAKERSPACE STAFF FIRST

+ Plastics
+ Tape
+ Glue
+ Wire
+ All other materials

B475 QE SEWING MACHINE

SAFETY

TAKE PROPER SAFETY PRECAUTIONS WHEN OPERATING THE SEWING MACHINE

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- Keep your face away from the machine needle



- Wear short sleeves or roll up long sleeves
- Secure any loose clothing (zip up jackets, tuck in strings, etc.)
- Tie up and tuck in long hair
- Remove jewelry and lanyards, etc.
- Do not wear gloves



- Use sewing pins or sewing clips to secure your materials to each other
- Keep your fingers away from the needle and metal plate while gently guiding your project through the machine

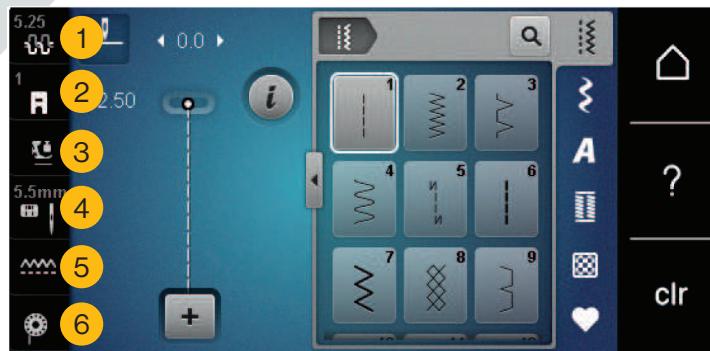
B475 QE SEWING MACHINE

NAVIGATING THE DIGITAL MENU OF THE SEWING MACHINE

USING THE SCREEN

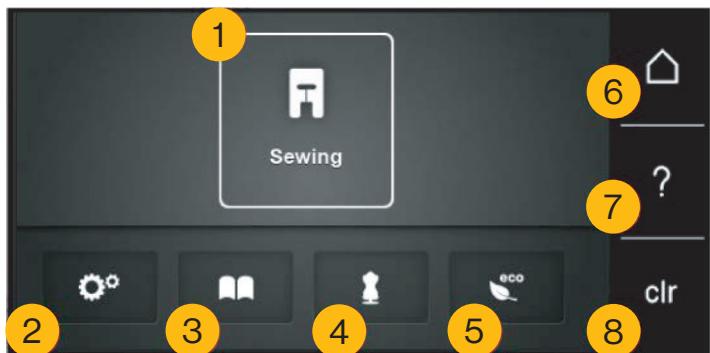
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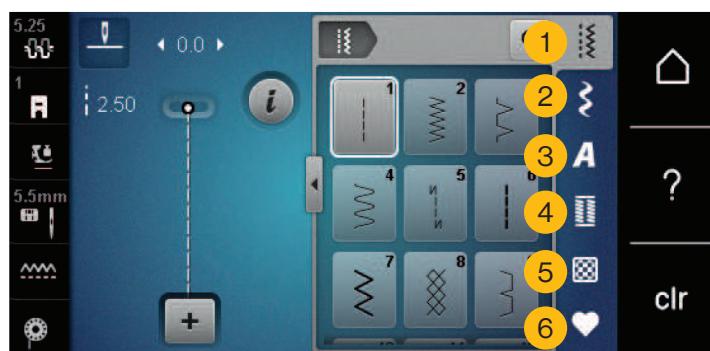
FUNCTIONS/VISUAL INFORMATION

1. Upper thread tension
2. Presser foot indicator
3. Presser foot pressure
4. Stitch plate/Needle selection
5. Feed dog up/down
6. Instruction how to thread the bobbin



SYSTEM SETTINGS

1. Sewing mode
2. Setup Program
3. Tutorial
4. Creative Consultant
 - Provides information, tool suggestions, and general help with various sewing tasks.
5. Eco mode
6. Home
7. Help
8. Back to default settings



SELECTION MENU SEWING

1. Practical stitches
2. Decorative stitches
3. Alphabets
4. Buttonholes
5. Quilt stitches
6. Personal Memory

FURTHER YOUR SKILLS HERE:





MATERIALS

- What we offer
 - Various fabrics
 - Elastic
 - Sewing thread
- Common places to buy these materials:
 - JoAnn's
 - Walmart
 - Michaels
 - SewGreen @ Rochester
- Material parameters
 - Dimensions
 - Type, etc

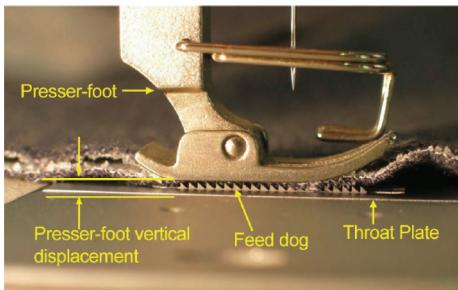
If bringing your own material, you must provide a receipt or MSDS as proof of what it is

TOOLS



- What's needed and is provided
 - Pins
 - Bobbins
 - Our machines use specialized bobbins
 - Scissors
 - Thread snips
 - Seam ripper
 - Pin cushion
 - Markers/tailors chalk
 - Ruler/measuring tape
- Where to get your own
 - JoAnn's
 - Walmart
 - Michaels
 - SewGreen @ Rochester

LOADING AND SECURING MATERIALS



1. Lift the presser foot and place your project underneath it.
2. Lower the presser foot.
 - The presser foot works in tandem with the feed dogs to push the fabric through the machine.
 - You should still be manually guiding your project with your hands to control the stitches.

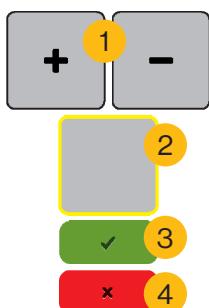
MACHINE SETTINGS

Each person has their own preferred settings based on the project and materials they're working with.



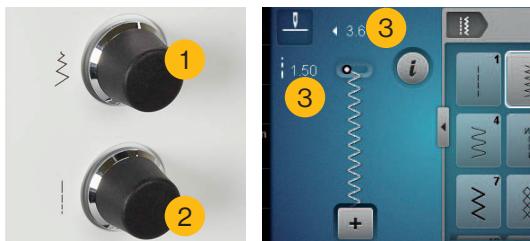
1. The maximum sewing speed can be adjusted with this slider. Slower speeds are recommended for beginners.
2. Talk to Makerspace Staff if you need the thread tension changed, as it rarely needs changing.

OVERVIEW OF ICONS

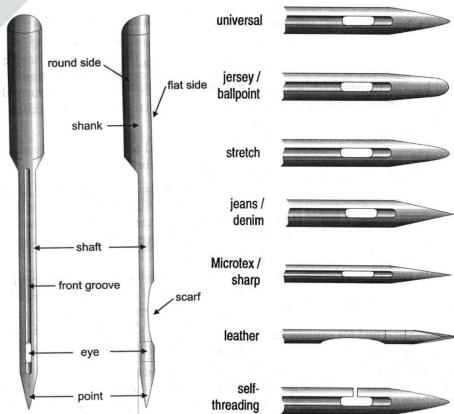


1. Increases and decreases the value of the selected setting respectively.
2. The yellow framed square means that a setting has been changed from the default. Click on the square to revert to default settings.
3. Confirm
4. Cancel

MACHINE PART POSITIONING



- When selecting a stitch it will automatically be set to the default length and width for it
- Turn the stitch width (1) and stitch length (2) dials to adjust the settings
- To easily go back to default settings or make more precise adjustments, select the respective width or length value (3) and click on the yellow outlined box to reset the value or use the slider on the screen



SEWING MACHINE NEEDLES

There's a large variety of sewing machine needles based on the material you're working with. Universal needles work for most needs.

- See a Makerspace Staff to change them
- Any broken needles must be discarded in the nearest sharps disposal bin.

CHECKING MATERIAL SETTINGS

- Use a small piece of scrap fabric to test various stitch settings for your projects.
 - Select a stitch and sew for about an inch. Repeat until satisfied with the settings.

USAGE TIPS

- When working with stretch fabrics or elastic, refrain from pulling on the materials to preserve the stretch.
- Take your time and keep your eyes on what you're sewing to prevent mistakes and injuries.
 - Any mistakes can be seam ripped away.

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HOW TO USE THE SEWING MACHINE

RUNNING THE MACHINE

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**MAKE SURE FABRICS
ARE SECURED**

**TAKE YOUR TIME TO
PREVENT MISTAKES AND
INJURIES**



**TURN THE MACHINE
OFF WHEN NOT IN USE**



QUICK CHECK BEFORE STARTING

1. Make sure your fabrics are pinned together.
2. Set up the correct stitch settings for your project.
 - Use a piece of scrap fabric to test the settings.
3. Check to make sure that the needle is not bent or damaged. Call a Makerspace Staff for help if it is.
4. Presser foot should be lowered.

DURING THE JOB

1. Gently guide the fabric with your hands.
2. Always look at what you're sewing.
3. Remove pins or clips as they approach the presser foot to prevent broken and bent needles.
4. Keep fingers away from the machine needle and clear of the stitch plate.
5. Stop sewing and get help from Makerspace Staff when:
 - Error codes come up
 - The machine starts making weird noises
 - The machine needle breaks

CLEANUP

1. Turn the knob on the side of the machine until the needle is no longer in the fabric OR lift your foot completely from the pedal to make use of the machine's foot control feature.
2. Lift the presser foot.
3. Pull your project out and use scissors or the thread blade on the side to cut the thread.
4. Bobbins, thread spools, and needles can be left in the machine unless they are your own. Remember to take your own tools with you.
5. Thread tails should be tied and cut.
6. Turn the machine off when finished.

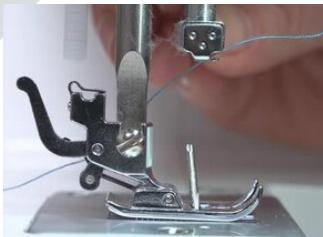
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FINE TUNING THE SEWING MACHINE FOR YOUR PROJECT

PROBLEM SOLVING

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BROKEN OR BENT NEEDLE

- Stop sewing immediately
- Call a Makerspace Staff over to help you change the needle
- Make sure all the broken needle pieces are disposed of properly in a sharps disposal bin



SEWING IN PLACE/FABRIC IS BEING “EATEN”

- Stop sewing immediately
- Call a Makerspace Staff over to help you change the needle
- Staff will unjam the machine to prevent machine damage
- To prevent:
 - Make sure that the fabric is fully covering and starting out just past the hole in the stitch plate that the needle goes through when sewing



SEWING OR BOBBIN THREAD SNAPPED OR RAN OUT

- Stop sewing immediately
- Re-thread the machine
- Call a Makerspace Staff over to help you if you are unsure how



THREAD TENSION ISSUES OR FREQUENT THREAD SNAPS AND JAMS

- Stop sewing immediately
- Call a Makerspace Staff over to make sure it is threaded and tensioned correctly

WHEN IN DOUBT ASK A MAKERSPACE STAFF

ADDITIONAL MACHINE INFO CAN BE FOUND HERE:

