#### User Manual of LSS 202

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# Q. The stitches on the underside of the fabric look messy and loopy, while the top stitches look normal.

A. This usually means the top thread tension is too low. When you thread the top thread, make sure it is pressed between the two metal tension disks instead of just lying across the top of the disks. If the stitches under the fabric are still loopy, you may need to turn the tension screw clockwise to tighten the tension.

### Q. The stitches on top of the fabric look messy and loopy, or the stitches look too tight.

A. This may mean there is no tension on the bobbin thread, or the top thread tension is too high. Make sure you are using a metal bobbin, since the bobbin tension system is magnetic. Take out the bobbin and look underneath it to make sure the ring-shaped magnet is still in place.

If the magnet is there and the bobbin is metal, but the problem continues, try adjusting the top thread tension. Turn the tension screw counterclockwise to loosen it until the stitching returns to normal.

# Q. How do I pull more thread through the needle to make the thread tail longer? It seems like the needle will bend if I pull the thread.

A. To avoid bending the needle, always pull the thread from above the needle first to create some slack, and then pull the thread through the needle. If pulling the thread from above the needle is also very difficult, you may need to loosen the tension by turning the tension screw counterclockwise.

#### Q. I need to wind more thread on my bobbin. Where is the bobbin winding spindle?

A. The bobbin winding spindle is in the center of the hand wheel. For instructions on how to use it, please see the section "Winding the Bobbin" in the user manual.

#### Q. The thread winds onto the bobbin too loosely or messily.

A. It's a good idea to guide the thread with your thumb and finger as it winds onto the bobbin. This helps ensure that it winds correctly. CAUTION: Do not touch the moving parts of the machine while the bobbin is winding.

#### Q. Why does the machine start sewing as soon as I turn it on? I haven't pressed the foot pedal yet.

A. This is normal. When you are using the foot pedal, leave the power switch in the OFF position at all times, and the machine will start sewing when you press the foot pedal. If you want to use the machine without the foot pedal, use the power switch to start and stop sewing.

#### Q. What size needle should I use?

A. When buying replacement needles, look for standard sewing machine needles, size 14/90 (also called 90/14). These can be found at many craft stores, sewing stores, or major retailers.

#### Q. What size bobbin should I use?

A. The machine uses Class 15 metal bobbins. These can be found at many craft stores, sewing stores, or major retailers. Please make sure they are metal so they will work with the magnetic bobbin system.



# MINI ELECTRIC SEWING MACHINE OPERATION MANUAL

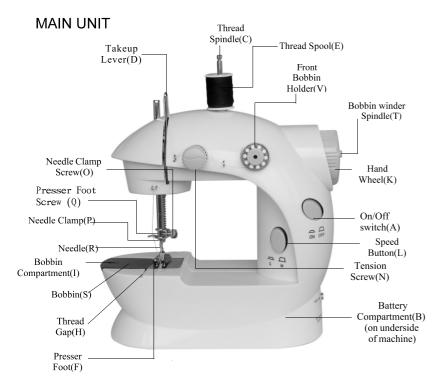


# Model: LSS 202

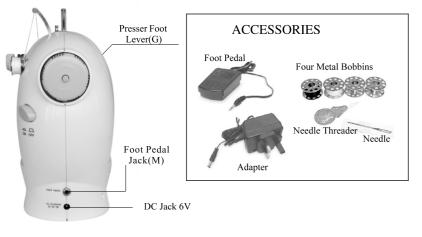
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# **Parts & Accessories**



# MAIN UNIT (side view)



#### Visit this web page for a short Quick Start Guide video:



Michley Electronics Inc. / Tivax 530 Showers Dr., Suite #7-204 Mountain View, CA 94040

youtube.com/watch?v=y7ZNjDLJ4jo

Tel: 1-888-33-Tivax (1-888-338-4829)

Fax: 1-408-708-2802

Email: support@tivax.com

Website: <u>www.tivax.com</u>

#### FREQUENTLY ASKED QUESTIONS

#### Q. The machine keeps jamming up while sewing. What should I do?

A. This often means that the top thread has no tension or low tension due to incorrect threading. When you thread the top thread, make sure it is pressed between the two metal tension disks instead of just lying across the top of the disks. If the stitches under the fabric are still loopy, you may need to turn the tension screw clockwise to tighten the tension.

If that doesn't help, please try the following tips:

- Always turn the hand wheel to lower the needle into the fabric before starting to sew. If you turn the machine on while the needle is still above the fabric, this can cause jamming.

- Check to see if the bobbin holder is turning or getting out of place when you turn the hand wheel. If it does get out of place, the needle may hit it, causing the machine to jam. If you're unable to get the bobbin holder back into place, please contact customer support.

- Make sure the needle is pushed up as far as it will go inside the needle bar (you may have to loosen the needle clamp screw to do this). Replace the needle if it is bent or broken. The flat side of the needle should face toward the right of the machine (toward the hand wheel), and the needle should be threaded from left to right.

Thread Spool(E)

Thread

Spindle(C)

# WINDING THE BOBBIN

- 1. Always unthread the needle (R) and remove the bobbin from the bobbin holder (J) before you wind a new bobbin.
- 2. Place the thread spool (E) on the thread spindle (C).
- 3. The bobbin winder spindle (T) is in the center of the hand wheel (K). To release it, press the spindle with your thumb and turn it slightly counterclockwise. When it is fully extended (about 1 cm), turn it slightly clockwise to lock it in place.
- 4. Take an empty bobbin, pull the thread down from the thread spool, and thread the loose end through one of the small holes on the bobbin rim from the inside.
- 5. Leave the loose end on the outside of the bobbin, and wind the thread several turns around the inside of the bobbin.
- 6. Place the bobbin on the bobbin winder spindle, making sure the thread is winding onto the bobbin in a counterclockwise direction.
- 7. Turn the machine on so that the hand wheel spins, and guide the thread with your thumb and index finger as it winds onto the bobbin.
- 8. When the bobbin is full, switch the machine off.
- 9. Turn the bobbin winder spindle slightly counterclockwise and push it back inside the hand wheel. Turn the spindle slightly clockwise to lock it in place.

# SAFETY INFORMATION

- Always disconnect or remove the power supply (including batteries) when changing needles or threading the machine.
- Never open the main motor case of the machine.
- Always check that the machine is properly threaded before beginning to sew. Improper threading or bobbin placement may result in damage to the machine.
- Do not pull on the fabric. Pulling could break the needle and result in damage to the machine.
- Remove batteries when the machine is not in use for long periods. This saves battery life and protects the machine. Keep extra batteries on hand so projects will not be interrupted when batteries need replacing.
- The sewing machine is an electrical appliance when used with the adapter. Do not submerge the unit or any other parts in water. Do not operate the sewing machine with wet hands, without shoes, while standing in water, or on a wet surface.
- Do not change needles or thread the machine while the unit is on. Do not touch the needle before the power is turned off.
- Never use the machine with a damaged power cord or plug.
- Keep the power cord away from heated surfaces.
- Do not close a door on the cord or pull around sharp edges, as this could cause the cord to become punctured or damaged and could result in injury.
- Do not unplug by pulling on the cord. Grasp the plug with dry hands to remove from the outlet.
- Do not sew clothing while it is on your body.
- Use only the power adapter supplied.

• Never leave the sewing machine unattended while plugged in. Turn the switch off and unplug the cord when not in use.

• KEEP AWAY FROM CHILDREN. This sewing machine is not a toy and is not meant to be used by or near children.

 This appliance is not intended for use by persons (including children) with reduced physical, sensory or mental capabilities, or lack of experience and knowledge, unless they have been given supervision or instruction concerning use of the appliance by a person responsible for their safety. Children should be supervised to ensure that they do not play with the appliance.

• Check the power cord for damage each time the machine is used. Damaged power cords should be replaced immediately and should never be re-used.

# **GETTING STARTED**

Refer to illustrations for locations of parts.

# AFTER REMOVING THE MACHINE FROM THE PACKING BOX

- 1. Make sure the on/off switch (A) is in the OFF position before plugging in the machine or inserting batteries.
- 2. Insert the power adapter into the DC jack, or put 4 AA batteries into the battery compartment (B) on the underside of the machine.
- 3. Be sure that the machine is properly threaded as described below and fabric is positioned for sewing, and then use the on/off switch or the foot pedal to start.

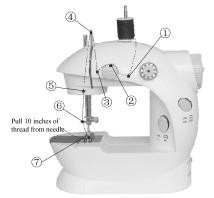
Note: The sewing machine can use either batteries or the adapter. Do not use both at the same time.

# THREADING THE MAIN UNIT USING THREAD SPINDLE

- 1. Raise the thread spindle (C) by grasping the exposed top and pulling upward until the thread spindle is fully extended.
- 2. Place the thread spool (E) on the thread spindle as shown.
- 3. Pull the thread from the thread spool and put it through the first thread guide (1) from right to left.
- 4. Bring the thread across to the next thread guide (3). The thread goes over the

tension screw (N) and must be wedged between the two washers (2).

- 5. Pull the thread through thread guide (3) from right to left.
- 6. Pull the thread through thread guide (4) on the take-up lever (D), inserting from right to left.
- 7. Pull the thread down to thread guide (5) and insert the thread from the top downward.
- 8. Pull the thread downward through thread guide (6). If necessary, lower the needle (R) to reach this thread guide by turning the hand wheel (K) slightly counterclockwise.
- 9. Insert the thread through the eye (7) of the needle from left to right. If necessary, raise the needle to reach the eye by turning the hand wheel counterclockwise.
- 10. Raise the presser foot (F) by lifting the presser foot lever (G) on the back of the machine.
- 11. Pull approximately 25 cm (10 in.) of thread through the needle and lay it on the deck under the presser foot (F) running toward the back (away from you).



### BOTTOM BOBBIN REPLACEMENT

- 1. Thread the top thread as shown on the previous page.
- 2. Remove the bobbin compartment cover (I) and raise the presser foot (F).
- 3. Place the bobbin of your choice in the bobbin holder (J) and pull to unwind approximately 25 cm (10 in.) of thread from the bobbin.
- 4. Extend the thread into the thread gap (H), leaving the bobbin compartment cover off.
- 5. Turn the hand wheel (K) counterclockwise. The needle (R) will go down, and the needle thread will pick up the bobbin thread. Continue to turn the hand wheel until the needle has descended completely and then returned to the highest raised point.
- 6. Bring the needle thread around to the front. Pull it gently up, and you will see it has caught the bobbin thread. The bobbin thread should be sticking up through the hole under the presser foot.
- 7. Pull the two threads toward the back (away from you), separate them, and lay them under the presser foot.
- 8. Replace the bobbin compartment cover (I).

Note: It is essential that the top and bottom threading is correct. Check carefully and practice before beginning to sew. Improper threading will damage the stitching. The machine may have come pre-threaded from the factory. Look at this threading carefully before removing it to replace the thread or bobbin.

# THREADING THE MAIN UNIT USING FRONT BOBBIN

- 1. Pull the bobbin spindle (U) out of the main unit.
- 2. Insert the bobbin spindle through the center hole of a threaded bobbin.
- 3. Re-insert bobbin spindle (with bobbin attached) into the front bobbin holder (V). Make sure the bobbin spindle with bobbin is tightly secured to the main unit.
- 4. Put the thread through the first thread guide (1) from right to left.
- 5. Follow steps 4-11 on the previous page.

# **OPERATING THE MACHINE** (without the foot pedal)

- 1. Lift the needle (R) above the presser foot (F) by turning the hand wheel (K) counterclockwise.
- 2. Raise the presser foot by lifting up the lever on the back of the machine.
- 3. Position the fabric to be sewn under the presser foot. Make sure the seam direction is toward you, aligned with the presser foot, with seam location directly under the needle.
- 4. Lower the presser foot by releasing the presser foot lever (G) downward.
- 5. Turn the hand wheel counterclockwise two complete turns to lock the start seam.
- 6. Select speed button (L) on the front of the machine. High speed is selected when the button is extended out. Low speed is selected when the button is flush with the machine.
- Use the high speed for intricate work which requires a lot of stopping, starting, and fabric turning. Use the high speed for long uninterrupted seams.

- 7. To begin sewing, turn the on/off switch (A) to the ON position. The machine will start sewing immediately. (Note: If you would prefer to use the foot pedal, see "Using the Foot Pedal" below.)
- 8. Gently guide the fabric to keep the seam straight by pressing lightly down with your fingertips on both sides as it feeds through the presser foot.
- 9. When the seam is finished, turn the switch OFF.
- 10. Raise the needle above the fabric by turning the hand wheel counterclockwise.
- 11. Raise the presser foot by lifting the presser foot lever.
- 12. Pull the fabric toward you, taking care not to bend the needle. Leave approximately 25 cm (10 in.) of thread between the fabric and the machine.
- 13. Cut the thread close to the fabric, leaving the excess thread loosely lying on the sewing deck.

## **USING THE FOOT PEDAL**

Follow steps 1-13 above with the following exceptions:

- 1. Make sure that the machine is OFF.
- 2. Plug the foot pedal into the foot pedal jack (M).
- 3. Turn the machine on by pressing the foot pedal, and release the pedal to stop.

Note: The on/off switch (A) should be in the OFF position at all times when using the foot pedal.

## ADJUSTING THE TENSION

In normal circumstances you should not need to adjust the tension. The tension has been set at the factory for best performance. However, if you find that the stitches are too loose or too tight, you can adjust the tension.

- 1. Loosen the stitch by turning the tension screw (N) counterclockwise.
- 2. Tighten the stitch by turning the tension screw clockwise. Sewing heavier fabric may require loosening the stitch. Very light fabric may require tightening the stitch. Bobbin tension cannot be adjusted.

# CHANGING THE NEEDLE

- 1. Turn the hand wheel (K) counterclockwise to raise the needle (R) to its highest position.
- 2. Loosen the needle clamp screw (O) by turning it counterclockwise. You may need to use a short flat screwdriver or small pliers.
- 3. Remove the needle, pulling down away from the needle clamp (P).
- 4. Insert the new needle with the flat side facing the right, toward the needle clamp screw.
- 5. Push the needle up gently as far as it will go.
- 6. Tighten the needle clamp screw while holding the needle in place.

Note: Needles come in various sizes designated by numbers. The smaller the number, the thinner the needle. Use smaller needles for more delicate fabrics and larger needles for heavier fabrics. The needles that come with this machine are size 14/90.