Sewing Machine HANDBOOK
Hemming
Woven fabrics
Patching and repair work
Zig Zag: embroidery - strength
Straight: seams, zippers, and topstitching

Empty bobbin and reload
Take machine to tool checkout
Needle & bobbin thread must be made of the same material & must be the same weight

Skipping stitches
Tenison: Thread has been wound on a bobbin that is not empty
Timing
The needle thread is a different material than the bobbin thread

Top stitches look fine, but thread tangles on bottom side of fabric
Bobbin is threaded in the wrong direction
Change bobbin direction in bobbin case

Stitches of Interest
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If you cannot find a solution to the problem, please bring the machine back to The Sharp Instructional Shops.

Light does not come on
Turn machine on
Connect power cord to sewing machine and to outlet
Switch out power cord and foot pedal
Take machine to tool checkout

Machine has no power
Light bulb has expired
THE SEWING MACHINE

The Parts

1. Thread cutter
2. Presser foot adjustment
3. Thread up-take lever
4. Spool retainer
5. Thread tension dial
6. Bobbin stopper
7. Stitch width dial
8. Stitch length dial
9. Pattern indicator window
10. Reverse sewing lever
11. Removable accessory bin
12. Pressure foot
13. Needle plate
14. Bobbin

Animal hides must be properly tanned for use with the sewing machine.

Never sew over a pin. This can break the needle tip. Stop sewing, remove the pin, and then continue to sew.

To prevent electric shock, never use the sewing machine in or near water.

A needle that has caused a puncture wound is a health hazard. Notify a manager immediately and stay with the machine until a manager has responded.

Make sure the machine is off and unplugged before changing or threading a needle.

Set up the sewing machine in a way that cords do not present a tripping hazard.

Always remember to guide the fabric, never pull the fabric. Guide the fabric with your hands on either side of the presser foot.
Secure Stitch

To secure the beginning and end of a seam, sew forward a few stitches. Then press the reverse sewing lever to sew over the preceding stitches. Release the lever and continue to sew forward.

When you are finished sewing the stitch length, release the presser foot and pull the fabric gently away from the machine. If thread does not pull from the machine easily, rotate the handwheel while gently pulling until the thread is released.

When you are finished with your sewing project, turn off the machine.

Turn on the machine. Gently engage foot pedal to begin sewing. The more you depress the pedal, the faster the machine will go......so do not floor it.

Normal thread tension for straight stitch sewing.

Thread tension too tight for straight stitch sewing. Turn dial to a higher number.

Thread tension too loose for straight stitch sewing. Turn dial to a lower number.
Winding the Bobbin

1. Place the thread and spool retainer onto spool pin.

2. Wind thread clock-wise around bobbin thread guide.

3. Hold thread end gently. Step on the foot pedal.

4. Cut thread. Press bobbin winder to the left and remove.

Turn machine OFF before threading.

Thread bobbin and place bobbin on bobbin winder.

Press bobbin winder to the right and engage with bobbin stop.

Hold thread end gently. Step on the foot pedal.

Retrieving the Thread

1. Pull both threads under the presser foot toward the back of machine.

2. Hold the needle thread with one hand. Turn hand wheel forward to retrieve thread.

3. Press bobbin winder to the right and engage with bobbin stop.

4. Cut thread. Press bobbin winder to the left and remove.

5. Place the thread and spool retainer onto spool pin.

6. Wind thread clock-wise around bobbin thread guide.


8. Cut thread. Press bobbin winder to the left and remove.

Adjust the needle thread tension for each new project. The bobbin and needle threads should meet in the middle of the fabric. Low numbers = lesser tension. High numbers = tighter tension. 4 is a good starting point for medium weight fabrics.
Remove accessory bin. Open the hinged cover to expose the bobbin case and its shuttle.

Retrieve the bobbin case using the latch on the front of bobbin case.

Insert the loaded bobbin into the case with the thread traveling in the same direction as the slit.

Place the bobbin into the shuttle with the bobbin shuttle arm in the upright position.
THE SEWING MACHINE

Retrieving the Thread

1. Turn machine OFF before threading.

2. Pull both threads under the presser foot toward the back of machine.

3. Hold the needle thread with one hand. Turn hand wheel forward to retrieve thread.

Adjust the needle thread tension for each new project. The bobbin and needle threads should meet in the middle of the fabric.

Low numbers = lesser tension
High numbers = tighter tension

4 is a good starting point for medium weight fabrics.
THE SEWING MACHINE

Final Steps

1. **Begin Sewing**

   Turn on the machine. Gently engage foot pedal to begin sewing. The more you depress the pedal, the faster the machine will go...so do not floor it.

2. **Secure Stitch**

   To secure the beginning and end of a seam, sew forward a few stitches. Then press the reverse sewing lever to sew over the preceding stitches. Release the lever and continue to sew forward.

3. **Final Step**

   When you are finished sewing the stitch length, release the presser foot and pull the fabric gently away from the machine. If thread does not pull from the machine easily, rotate the handwheel while gently pulling until the thread is released. When you are finished with your sewing project, turn off the machine.

**Normal** thread tension for straight stitch sewing.

Thread tension **too loose** for straight stitch sewing. Turn dial to a lower number.

Thread tension **too tight** for straight stitch sewing. Turn dial to a higher number.
Sewing Safety

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## Trouble Shooting

<table>
<thead>
<tr>
<th>Symptom</th>
<th>Problem</th>
<th>Solution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Light does not come on</td>
<td>Machine has no power</td>
<td>Connect power cord to sewing machine and to outlet</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Turn machine on</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Switch out power cord and foot pedal</td>
</tr>
<tr>
<td>Light bulb has expired</td>
<td></td>
<td>Take machine to tool check out</td>
</tr>
<tr>
<td>Fabric dimples from threads being pulled in the fabric</td>
<td>Broken needle</td>
<td>Change needle</td>
</tr>
<tr>
<td>Machine is not advancing</td>
<td>Bobbin winder is engaged</td>
<td>Disengage the bobbin winder</td>
</tr>
<tr>
<td></td>
<td>Machine has no power</td>
<td>Turn machine on and check for light. If light does not turn on, bring it to tool check out.</td>
</tr>
</tbody>
</table>

### Stitches of Interest

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- **Woven fabrics**
- **Patching and repair work**
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