Maintaining Your Buffing Wheels

The VMI 3550i will indicate when it is time to run a cleaning cycle for the buffing wheels. After 15 cycles the USE CLEANER DISC lights will flash indicating that after the next cycle the cleaner disc should be used. After the 16th cycle, the USE CLEANER DISC lights will flash, and the unit will sound a tone, indicating that a cleaning cycle should be run.

A) Take your VMI Cleaner Disc and place the label side down onto loading tray.

B) Close the loading tray, and select “Deep Buff”.

C) Press “Start” to initiate the deep buff.

Once the cycle is completed and the VMI cleaner disc is removed, you may proceed with cleaning/repairing your discs.

IMPORTANT: If the VMI 3550i Cleaner Disc is not run every 16 cycles, build up will occur, resulting in out of control spinning of your media. Also dirty buffing wheels will mark and damage your discs. You will know that the disc is spinning out of control by hearing a high pitch squeaking or grinding noise. This may cause damage to the unit, wheels, and/or your media. If this happens, immediately stop process by pressing either the “Start” or “Open” button on the machine which will initiate an emergency stop. Then run your Cleaner Disc.

Cleaning Your Cleaner Disc

The VMI Cleaner Disc must be maintained on a regular basis. You can identify that the Cleaner Disc needs cleaning, by seeing a heavy build up on the surface.
A) Use a glass cleaner on the surface of the Cleaner Disc and let it sit for one minute.
B) Wipe the build up off the disc using a paper towel. Start from the centre and work your way out. You may also use a wire or plastic bristle brush to clean your Cleaner Disc. Make sure the Cleaner Disc is dry before use.

Cleaning Your Rubber Platter

A) Take any window cleaner and spray the platter.
B) Let it sit for a minute, then wipe the platter until it is dry.
Note: It is important that you do this regularly to prevent discs from spinning out of control during the buffing process.

If the discs continue to squeal or squeak and are breaking, replace the rubber platter.

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Replacing Your Rubber Platter


A) Open the loading tray, and peel away existing rubber platter.

Note: If you are having trouble removing the entire rubber adhesive, you can use a scraper. Make sure all the adhesive backing has been extracted. The surface may now be sticky. This can be cleared away with nail polish remover if desired, but is not required.

B) Remove protective backing from the new rubber platter.
C) Place the new rubber platter centred on the loading tray.

Cleaning the Inside of Your Unit

Light Cleaning (recommended weekly)

A) Press the open button to release the tray system.
B) Remove the tray system from the machine. Pull firmly until tray is completely out of the unit.
C) Turn off power!
D) Remove any dust or debris from the machine.
Note: Use canned air, a vacuum, or even by hand.
E) Check back of the tray system and clean it off. Make sure that contacts are free from debris.
F) Install the tray system and turn on power.

Heavy Cleaning (recommended monthly)

A) Press the open button to release and turn off power.
B) Remove the tray system.
C) Remove the back panel and the side panels.
D) Remove any dust or debris from the machine.
Note Use canned air, a vacuum, or even by hand.
E) Check back of the tray system and clean it off. Make sure that contacts are free from debris.
F) Install the tray system.
G) Re-install the back and side panels.
H) Close the tray and turn on the power.

Note: A minimum cleaning of unit must be done when the unit sounds 10 tones. A full cleaning should be done at least at every pad change, and is recommended after periods of heavy use.

If the unit runs about a hundred or fewer cycles a week, a light cleaning should be performed weekly with a heavy cleaning once a month. If a couple hundred or more discs are repaired a week or even a day, a light cleaning should be performed every day with a heavy cleaning once a week

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Replacing Your Buffing Wheels

A) Disconnect the power and remove the back side panels.

B) Locate the buffing motor. On the front of the motor is a knob which holds the buffing wheels to the motor.

C) Turn the knob counter clockwise.

Note: If the knob will not budge, take a large flat head screwdriver and place it in the slot located behind the blue buffing wheel in the metal ring (lip). Hold the shaft stationary with the screwdriver and turn the knob.*

D) Remove the knob, the buffing wheels, and the rubber grommets

E) Take the new set of buffing wheels and first place the blue buffing wheel on the spindle, then install a rubber grommet.

F) Next place the red buffing wheel on the spindle, then install the last rubber grommet.

G) Place the final buffing wheel (yellow) on the spindle.

H) Lastly install the comfort knob on to the shaft of the motor. Make sure the raised side is facing the buffing wheels and the flat side is facing the front of the machine.

I) Install the side panels and the back panel.

J) Turn on the power and reset the buffing counter.

<u>IMPORTANT:</u> You need to reset the buff counter by holding the start button as you turn the unit ON using the switch on the back panel. Hold the start switch down until unit sounds three tones. If tray opens, restart process.

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* Finding the slot to place the flat head screw driver can be a little difficult. On the buffing motor spindle there is a front and a back. The front of the spindle has the threading for the comfort knob. The back of the spindle has the metal ring or lip with the two slot placements in it. When the buffing wheels are on the spindle with the comfort knob, it is hard to see this ring with the slots. To find the ring locate the buffing wheel closest to the buffing motor (this should be the blue coloured wheel). Pull back the buffing wheel with your hand. The ring is the first thing behind the buffing wheel. If need be turn the motor shaft until one of the slots is seen.

Alerts & Warnings

Understanding the Tones of the Buffing Unit

(1) one second tone. This is a normal tone which indicates that a cycle has begun.

(3) half second tones. This is a normal tone which indicates that a cycle has been ended by an emergency stop by pressing the start or open button after the cycle has begun.

(10) one second tones. This is a normal tone which indicates that a minimum cleaning of the unit is required (See Standard Maintenance). After the unit has been cleaned normal operation should continue. If the tone continues, a full cleaning of the machine is recommended. If these steps are not successful, contact the technical support department.

(5) one second tones. This is a normal tone which indicates that the buff counter has logged 2400 cycles and the wheels should be changed soon. If the wheels are changed, reset the buff counter.

(1) fifteen second tone. This is a normal tone which indicates that the buff counter has reached 2500 cycles and the wheels should be changed. If the wheels are not changed, the repairs done will not be the best quality. It is recommended to change the wheels. If the wheels are changed, reset the buff counter.

How to Use Your 3" Adapter

Match the label side of your 3 inch disc with the open side of your 3 inch adapter. Slide the disc into the 3 inner grooves making sure that the disc is firmly clipped in place. The optical side should be facing you.

WARNING: Do not insert the disc optical side down. Damage could incur.

Now insert your disc with adapter into your unit, disc optical side up. Now close the tray and run a repair cycle as normal.

Tray will open when cycle has finished and your 3 inch disc with adapter will need to be removed. Handle the disc only by the edges or centre ring of disc.

Modes of Operation

Regular: Start - 30 seconds

Deep Buff: Deep Buff Button - Start - 60 seconds

Emergency Stop: Press Start or Open while buffing process is running. Buffing process will stop immediately. Unit will sound (3) half second tones. When either of the 2 buttons is pushed the door will always open

Special Feature - Load Protection: If machine is left idle for more than 10 seconds and the Start button is pushed, then the loading tray will open. This is to protect against running the unit without a disc inserted in it.

Change Wheels Counter: The unit is pre-programmed for 2,500 operations before requiring wheel changes. When the unit has cleaned/repaired 2,400 discs you will hear a sequence of (5) one second tones after each complete cycle. This tone is to alert you to make sure to have a new set of wheels available for changing. After 2,500 repairs you will hear a continuous 15 second tone after the completion of each cleaning/repair. Continual use after reaching the 2,500 cleaning/repaired point will result in inadequate results. We recommend that you discontinue use until you have changed your wheels. (See “Standard Maintenance”)

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