

# Janome MyLock 213 Instruction Manual

[www.toews.com](http://www.toews.com)

# IMPORTANT SAFETY INSTRUCTIONS

When using an electrical appliance, basic safety precautions should always be followed, including the followings: Read all instructions before using this appliance.

**DANGER** – To reduce the risk of electric shock:

1. An appliance should never be left unattended when plugged in. Always unplug this sewing machine from the electric outlet immediately after using and before cleaning.
2. Always unplug before replacing a sewing machine bulb. Replace bulb with same type rated 15 Watts.

**WARNING** – To reduce the risk of burns, fire, electric shock, or injury to persons:

1. Do not allow to be used as a toy. Close attention is necessary when this sewing machine is used by or near children.
2. Use this appliance only for its intended use as described in this owner's manual. Use only attachments recommended by the manufacturer as contained in this owner's manual.
3. Never operate this sewing machine if it has a damaged cord or plug, if it is not working properly, if it has been dropped or damaged, or dropped into water. Return this sewing machine to the nearest authorized dealer service center for examination, repair, electrical or mechanical adjustment.
4. Never operate the appliance with any air opening blocked. Keep ventilation openings of this sewing machine and foot controller free from accumulation of lint, dust and loose cloth.
5. Never drop or insert any object into any opening.
6. Do not use outdoors.
7. Do not operate where aerosol (spray) products are being used or where oxygen is being administered.
8. To disconnect, turn all controls to the off ("O") position, then remove plug from outlet.
9. Do not unplug by pulling on cord. To unplug, grasp the plug, not the cord.
10. Keep fingers away from all moving parts. Special care is required around the sewing machine needle.
11. Always use the proper needle plate. The wrong plate can cause the needle to break.
12. Do not use bent needles.
13. Do not pull or push fabric while stitching. It may deflect the needle causing it to break.
14. Switch this sewing machine off ("O") when making any adjustment in the needle area, such as threading the needle, changing the needle, threading the bobbin or changing the presser foot, and the like.
15. Always unplug this sewing machine from the electrical outlet when removing covers, lubricating, or when making any other adjustments mentioned in this owner's manual.

## SAVE THESE INSTRUCTIONS

## TABLE OF CONTENTS

### PREPARATION

Names of Parts .....	3
Attaching the Waste Chip Box .....	4
Storing the Accessory Box .....	4
Standard Accessories .....	4
Storing the Needle Threader .....	4
Connecting the Machine to the Power Supply .....	5
Controlling Sewing Speed .....	5
For Your Safety .....	5
How to Turn the Handwheel .....	6
Opening and Closing the Side Cover .....	6
Opening and Closing the Looper Cover .....	6
The Position of Thread Guide Bar .....	7
Attaching the Spool Holder Cap and Net .....	7
Changing Needle .....	8
How to Use the Needle Holder .....	8
Raising or Lowering the Presser Foot .....	9
Removing the Presser Foot .....	9
Attaching the Presser Foot .....	9
Adjustment of Foot Pressure .....	9
Adjustment of Stitch Length .....	10
To Deactivate the Upper Knife .....	11
To Activate the Upper Knife .....	11
Adjustment of Cutting Width .....	12
Adjustment of Chaining Finger .....	13
Threading the Machine .....	14~23
• Threading the Lower Looper .....	16
• Threading the Upper Looper .....	19
• How to Thread Only the Upper Looper .....	20
• Threading the Needle .....	21
• How to Use the Needle Threader .....	23

### TEST STITCHING

Starting Sewing .....	24
Finishing Sewing .....	24
Sewing Continuously .....	24
How to Use Guide Lines .....	24
Securing Ends .....	25
Threading the Machine .....	26
Thread Tension .....	27
Thread and Needle Chart .....	28

### ROLLED HEMMING, PICOT EDGING AND NARROW HEMMING

Machine Setting and Thread, Fabric and Range of the Tension Dial .....	29
Thread Tension .....	30
For Better Results .....	31

### DECORATIVE OVEREDGING

Thread and Fabric .....	32
Machine Setting .....	32

### GATHERING

Thread and Fabric .....	32
Machine Setting .....	32

### PIN TUCKING

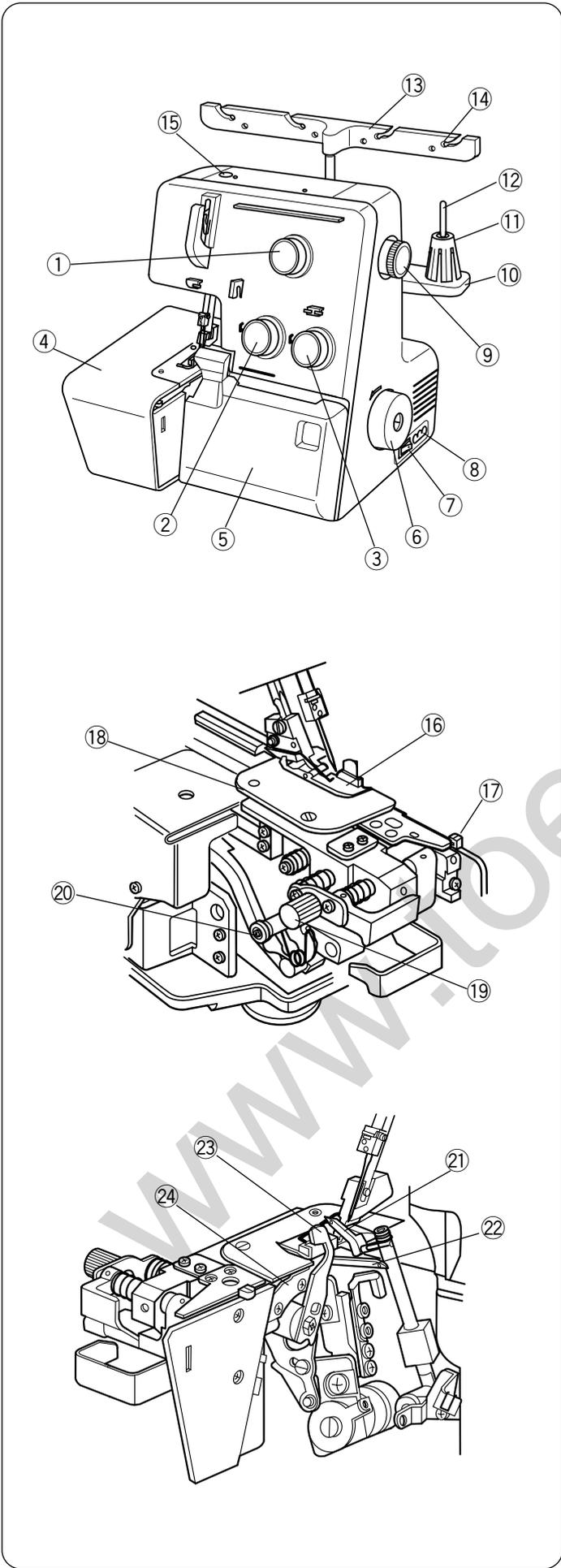
Thread and Fabric .....	33
Machine Setting .....	33
Sewing .....	33

### CARE OF YOUR MACHINE

Replacing the Upper Knife .....	34
Cleaning Upper Knife Area .....	34
Replacing the Light Bulb .....	35
Cleaning the Feed Dog .....	35
Oiling the Machine .....	36
Carrying the Machine .....	36
Troubleshooting .....	37

### OPTIONAL PARTS .....

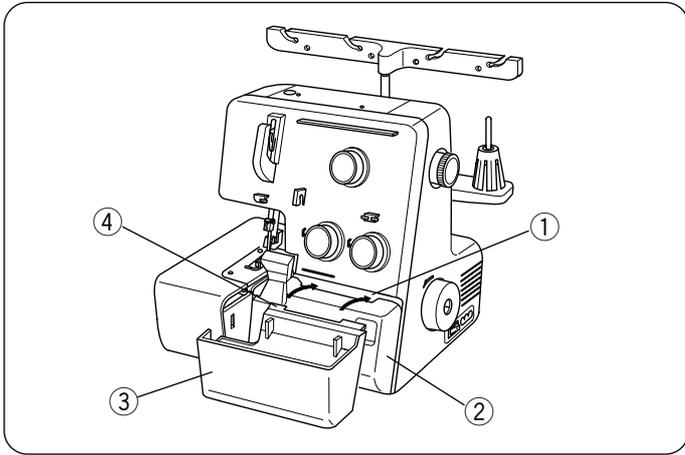
**Names of Parts**



- ① Needle thread tension dial
- ② Upper looper thread tension dial
- ③ Lower looper thread tension dial
- ④ Side cover
- ⑤ Looper cover
- ⑥ Handwheel
- ⑦ Power switch
- ⑧ Machine socket
- ⑨ Stitch length dial
- ⑩ Spool stand
- ⑪ Spool holder
- ⑫ Spool pin
- ⑬ Thread guide bar
- ⑭ Thread guide
- ⑮ Pressure adjusting screw
- ⑯ Presser foot
- ⑰ Needle plate setting knob
- ⑱ Needle plate
- ⑲ Cutting width adjusting dial
- ⑳ Upper knife release knob
- ㉑ Upper looper
- ㉒ Lower looper
- ㉓ Upper knife
- ㉔ Lower knife

### Attaching the Waste Chip Box

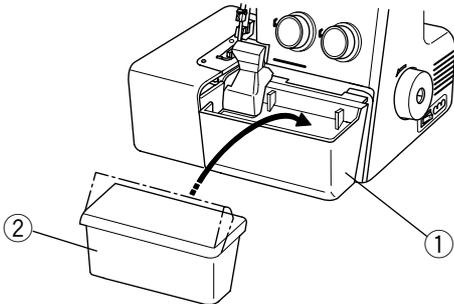
Insert the hook into groove on looper cover.



- ① Slit
- ② Looper cover
- ③ Waste chip box
- ④ Hook

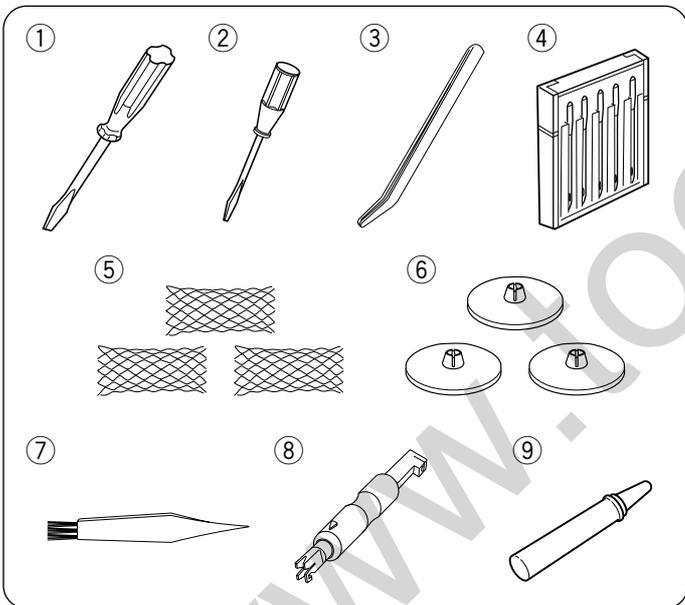
### Storing the Accessory Box

Insert the accessory box into the waste chip box.



- ① Waste chip box
- ② Accessory box

### Standard Accessories

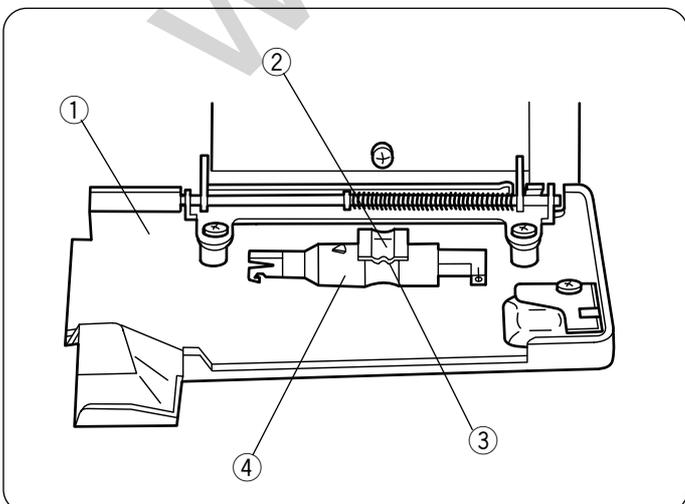


- ① Screwdriver (Large)
- ② Screwdriver (Small)
- ③ Tweezers
- ④ Set of needles No.11, No.14
- ⑤ Nets
- ⑥ Spool holder caps
- ⑦ Lint brush
- ⑧ Needle threader
- ⑨ Oil

### Storing the Needle Threader

You can store the needle threader inside of the looper cover in the holder.

The holder is very convenient. You can use the needle threader whenever you desired if it is stored in the holder after using the needle threader. Place the narrow part of the needle threader into the notch on the holder and store.

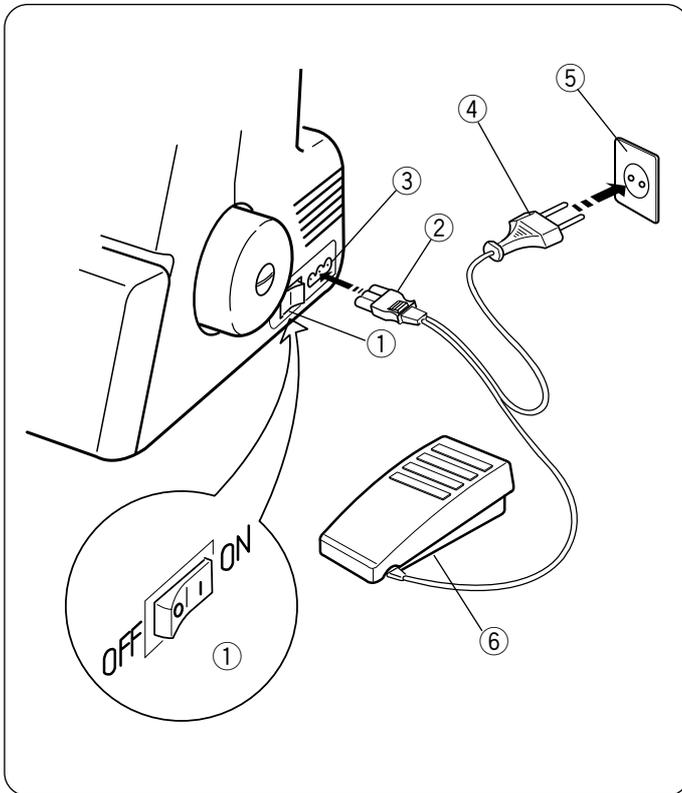


- ① Looper cover
- ② Holder
- ③ Notch
- ④ Needle threader

## Connecting the Machine to the Power Supply

1. Turn off the power switch, and connect the machine plug to the machine socket.
2. Connect the power supply plug to your power supply.
3. Turn on the power switch.

- ① Power switch
- ② Machine plug
- ③ Machine socket
- ④ Power supply plug
- ⑤ Power supply
- ⑥ Speed controller

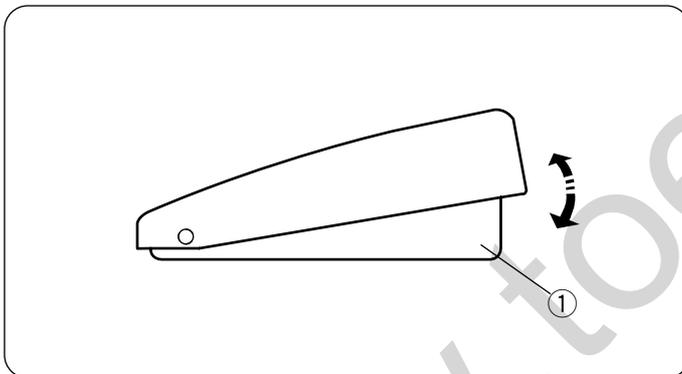


## Controlling Sewing Speed

Sewing speed can be varied by the speed controller. The harder you press on the controller, the faster the machine runs.

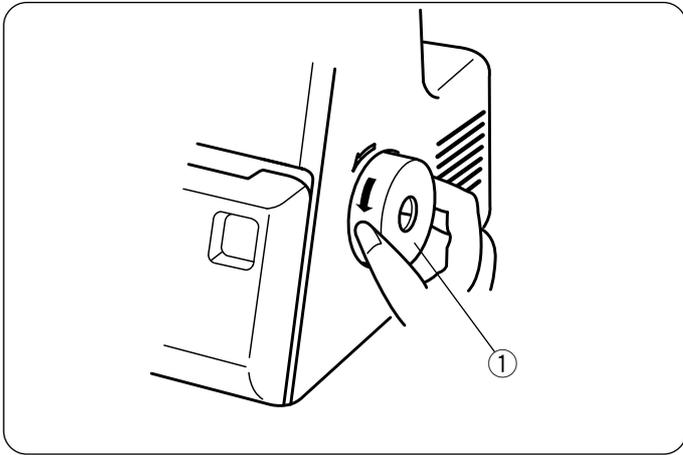
Step on the speed controller with the presser foot lifter up, and practice controlling the speed.

- ① Speed controller



## For Your Safety:

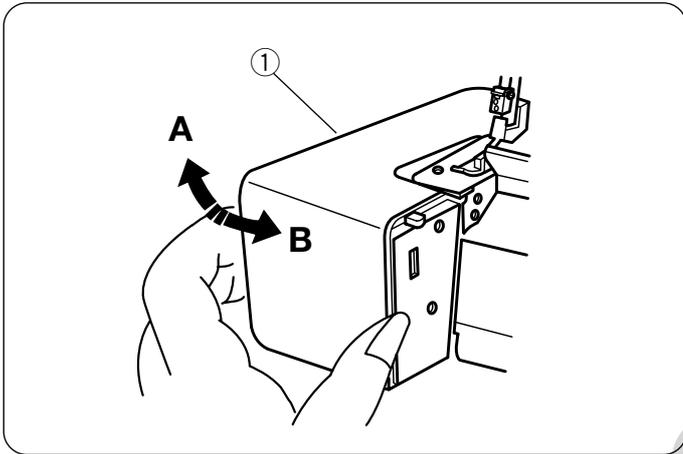
- \* While in operation, always keep your eye on the sewing area, and do not touch any moving parts such as the thread take-up lever, loopers, handwheel, needle or knives.
- \* Always disconnect the machine from the power supply:
  - when leaving the machine unattended.
  - when attaching or removing parts.
  - when threading or cleaning the machine.
- \* Do not place anything on the speed controller, except when the machine is in use.



### How to Turn the Handwheel

Always turn the handwheel toward you (Counterclockwise).

- ① Handwheel

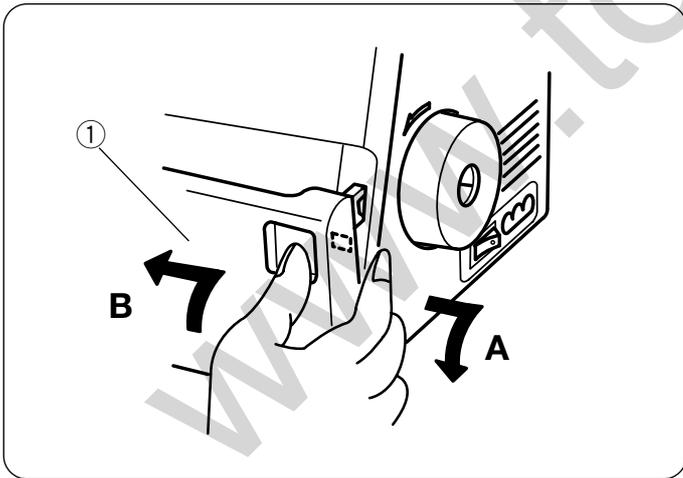


### Opening and Closing the Side Cover

To open: (A)  
Push the side cover to the left.

To close: (B)  
Push the side cover to the right.

- ① Side cover



### Opening and Closing the Looper Cover

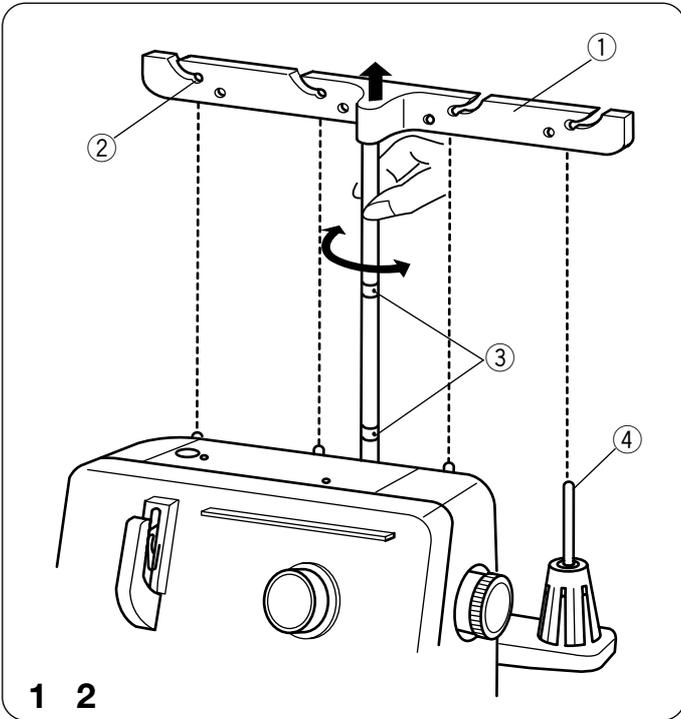
To open: (A)  
Push the looper cover to the right and pull it down to open.

To close: (B)  
Lift the looper cover and push it against the machine.  
The looper cover snaps into its position automatically.

- ① Looper cover

### Note:

Always close both side cover and looper cover when the machine is in use.

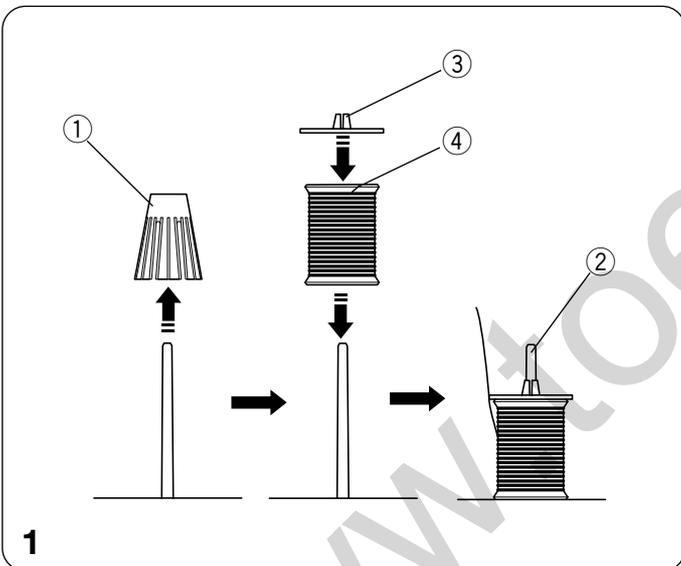


**The Position of Thread Guide Bar**

1. Pull the thread guide bar up as far as it will go.
2. Turn the thread guide bar so that the thread guides are right above the spool pins.

- ① Thread guide bar
- ② Thread guide
- ③ Stoppers
- ④ Spool pin

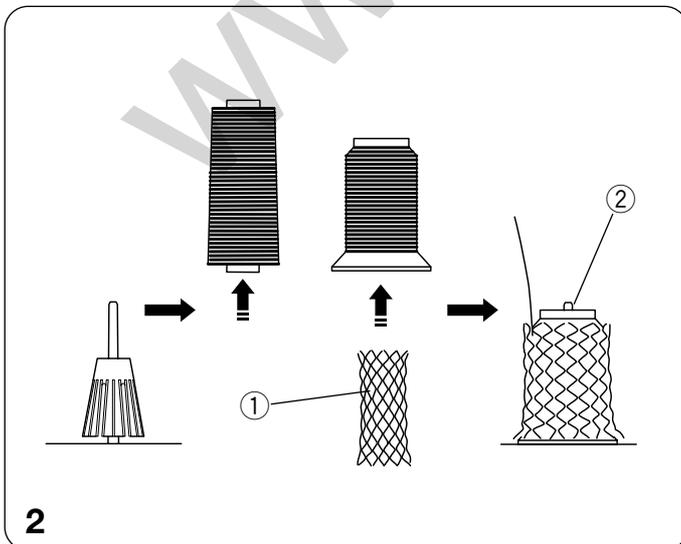
\* Make sure the two stoppers on the thread guide shaft, as shown, are set in at the correct position.



**Attaching the Spool Holder Cap and Net**

1. When you use a small thread spool, pull out the spool holder from the spool pin. Then place the spool with its slit side up, and put the spool holder cap on top of it.

- ① Spool holder
- ② Spool pin
- ③ Spool holder cap
- ④ Slit

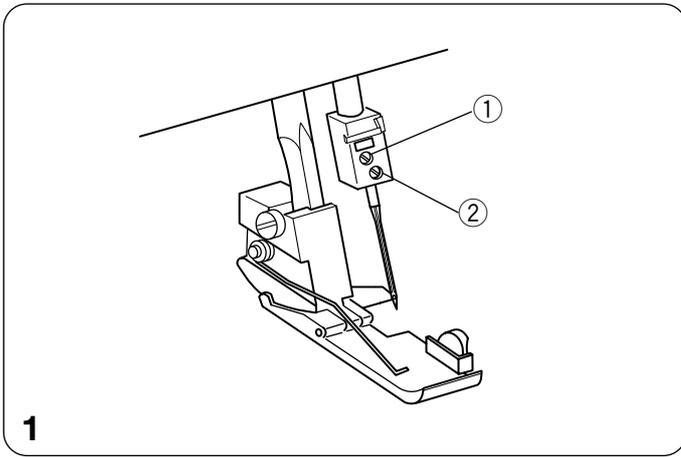


2. If the thread slips down from the spool during threading and/or sewing, put a net on the spool as illustrated to prevent jamming.

- ① Net
- ② Spool pin

## Changing Needle

Turn off the power switch and unplug the machine.  
 Raise the needle to its highest position.  
 Then loosen the needle clamp screws on the right and left to remove the needle.  
 Attach a new needle either on the right or left.  
 For regular sewing, attach the needle on the right.  
 For wide serging (overlocking), attach the needle on the left.



- ① Needle clamp screw on the left
- ② Needle clamp screw on the right

\* Use HA-1SP No.14 Needle or No.11.

### To attach the needle on the right:

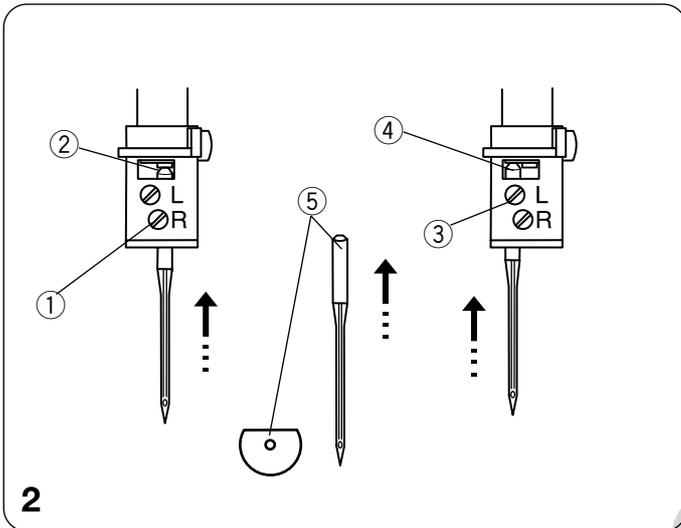
Insert a new needle into the needle clamp with the flat side to the back until the top of the needle touches the stopper pin, then tighten the needle clamp screw on the right.

### To attach the needle on the left:

Insert a new needle into the needle clamp with the flat side to the back until the top of the needle touches the bottom edge of the needle bar, then tighten the needle clamp screw on the left.

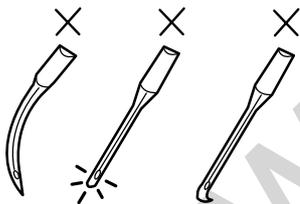
### Note:

Tighten the needle clamp screw on the side that is not being used to prevent from loosing.



- ① Needle clamp screw on the right
- ② Needle stopper pin
- ③ Needle clamp screw on the left
- ④ Bottom edge of needle bar
- ⑤ Flat side to the back

\* Do not use any needle which is bent or blunt.

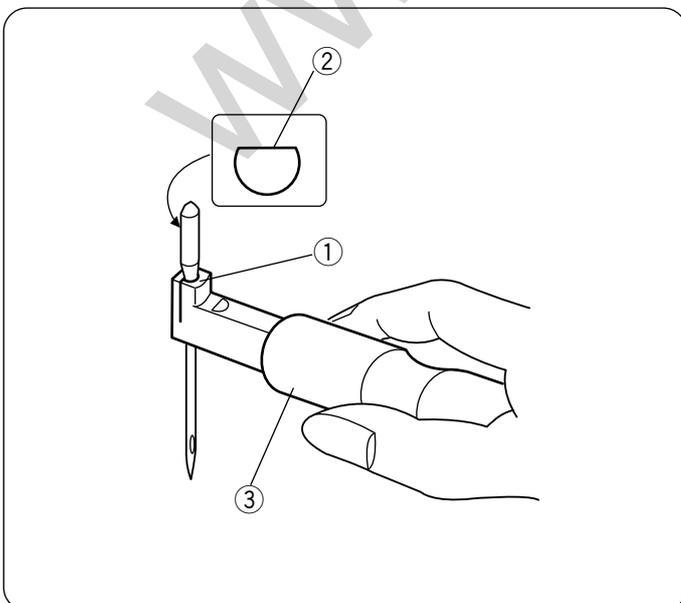


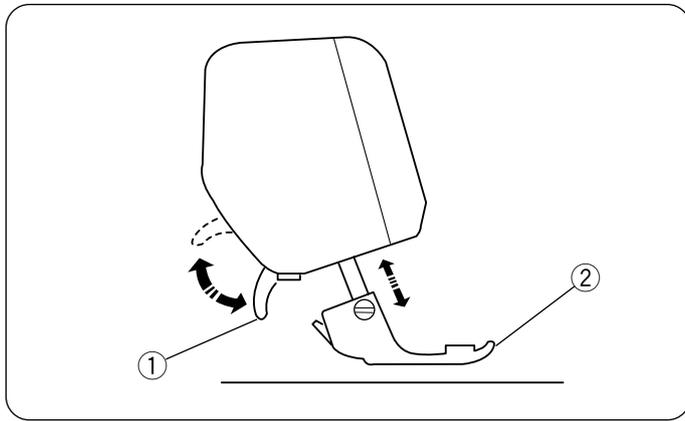
## How to Use the Needle Holder

To attach the needle easily, use the other end of the needle threader to hold the needle.

1. Turn off the power switch and unplug the machine.
2. Insert a needle into the needle holder with the flat side facing back as shown.
3. Hold the stem and insert the needle into the needle clamp and push it up as far as it will go. Tighten the needle clamp screw firmly while supporting the holder in place.
4. Pull the holder down to remove it.

- ① Hole
- ② Flat side
- ③ Stem



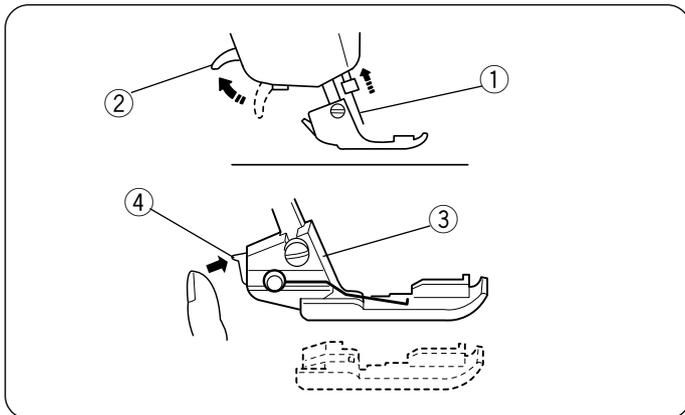


### Raising or Lowering the Presser Foot

By raising or lowering the presser foot lifter, the presser foot goes up or down.

\* While in operation, keep the presser foot lowered except when threading the machine or test running without threads.

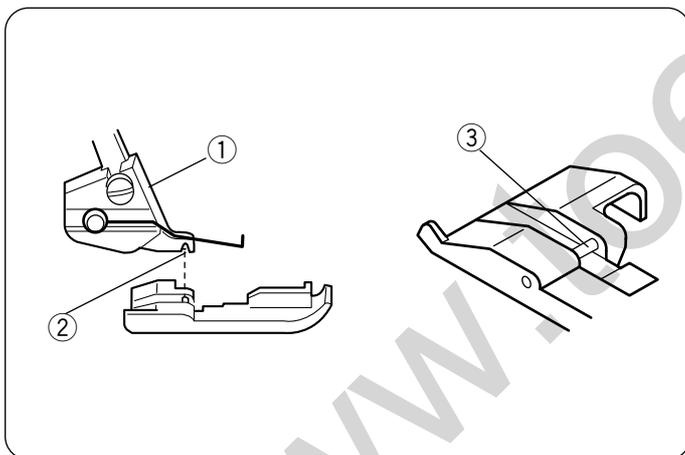
- ① Presser foot lifter
- ② Presser foot



### Removing the Presser Foot

1. Turn off the power switch and unplug the machine.
2. Raise the needle and the presser foot.
3. Press the lever located on the back of the foot holder. The presser foot will drop off.

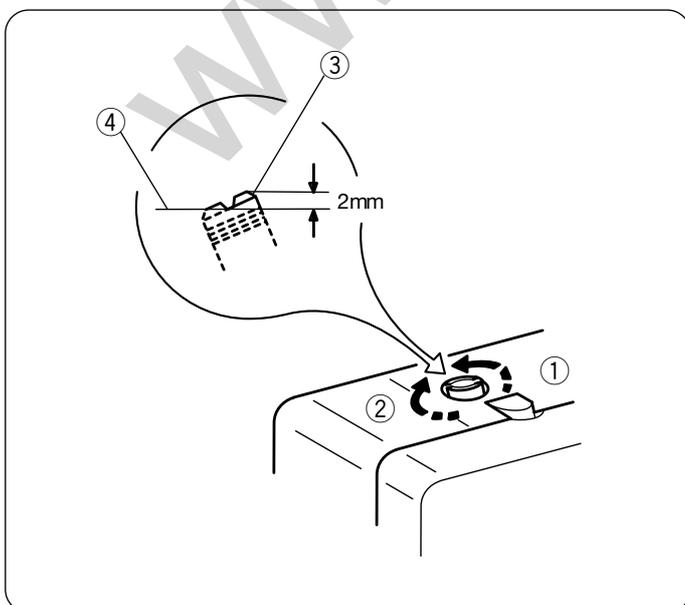
- ① Needle
- ② Presser foot lifter
- ③ Foot holder
- ④ Lever



### Attaching the Presser Foot

1. Turn off the power switch and unplug the machine.
2. Place the presser foot so that the pin on the foot lies just under the groove of the foot holder.
3. Lower the foot holder to lock the foot into place.
4. Raise the presser foot lifter to check that the presser foot is secure.

- ① Foot holder
- ② Groove
- ③ Pin



### Adjustment of Foot Pressure

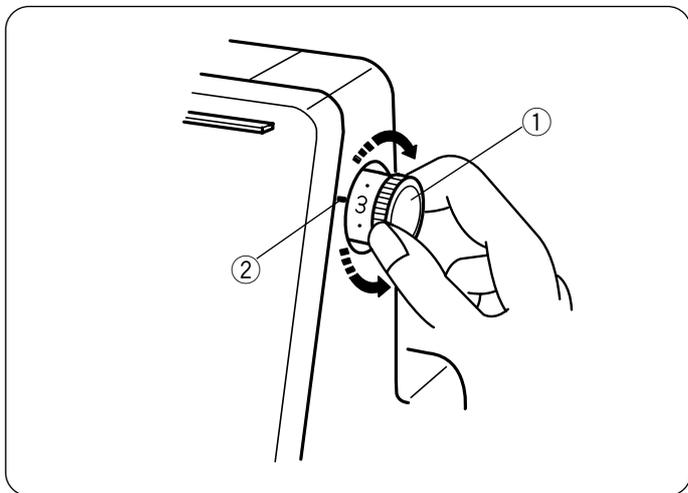
It is not necessary to adjust the presser foot's pressure for normal sewing.

When you sew heavy or lightweight fabrics, turn the adjusting screw:

- clockwise for heavyweight fabric.
- counterclockwise for lightweight fabric.

\* For normal sewing, set the adjusting screw so that its head comes out above the top of the machine by 2 mm. See the illustration.

- ① To decrease
- ② To increase
- ③ Adjusting screw
- ④ Top of the machine



## Adjustment of Stitch Length

To select stitch length, turn the dial.

The larger the number, the longer the stitch.

The stitch length can be adjusted from 1 to 5 mm.

Position "R" is for rolled and narrow hemmings.

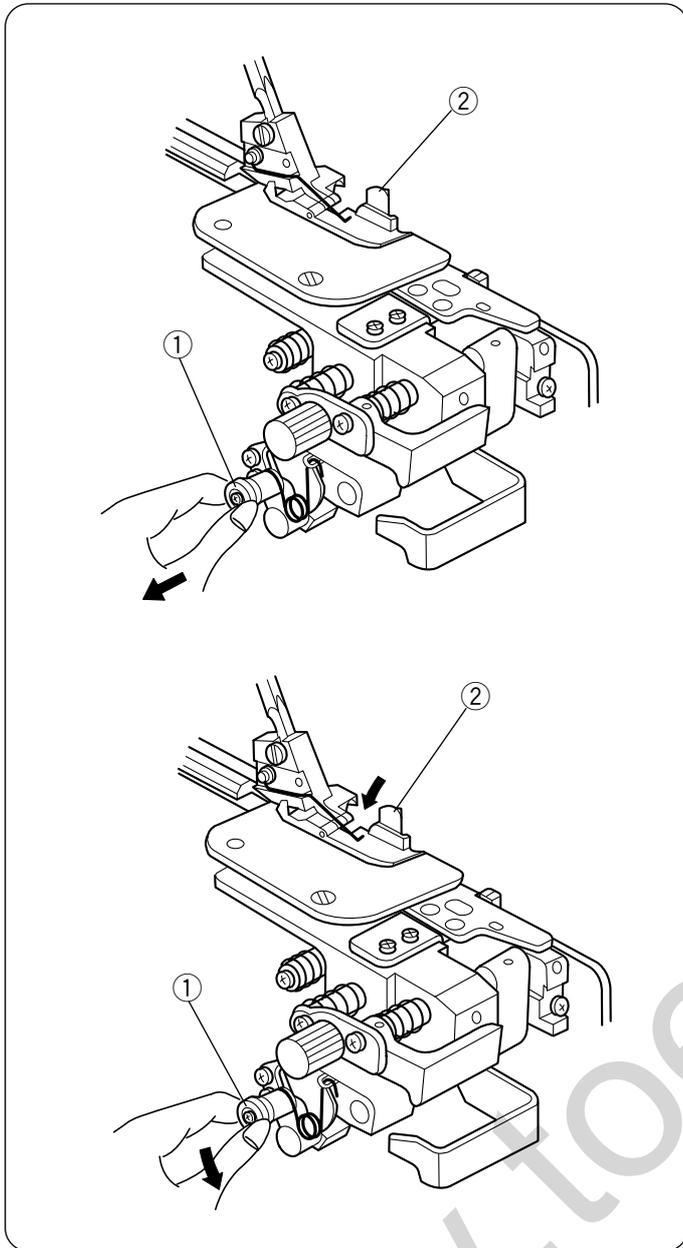
- ① Stitch length dial
- ② Setting mark

www.toews.com

### To Deactivate the Upper Knife

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Pull out the upper knife release knob and slide it down along the guide until it comes to its lowest position.
4. Turn the handwheel to check if the upper knife is deactivated.
5. Close the looper cover and side cover.

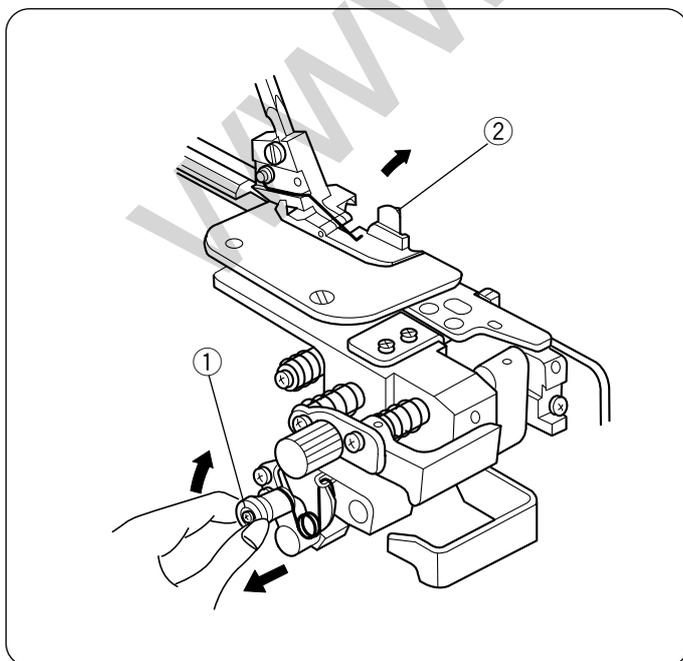
- ① Upper knife release knob
- ② Upper Knife



### To Activate the Upper Knife

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Pull out the upper knife release knob and slide it up along the guide until it comes to its highest position.
4. Turn the handwheel to check if the upper knife is activated.
5. Close the looper cover and side cover.

- ① Upper knife release knob
- ② Upper knife



### Adjustment of Cutting Width

When cutting width is too narrow or too wide against seam width, adjust it as follows.

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Turn the cutting width adjusting dial to get desired position of the lower knife.

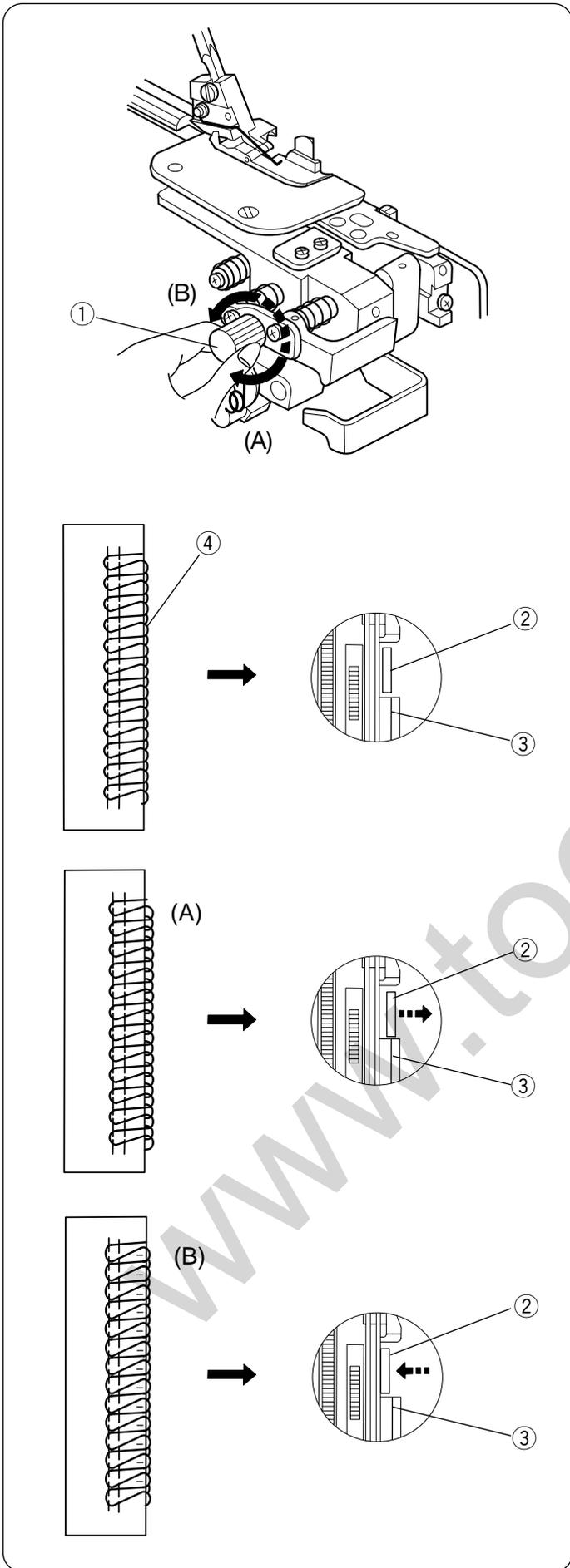
- ① Cutting width adjusting dial
- ② Lower knife
- ③ Guide line on the needle plate

\* The cutting width of this model can be adjusted approximately 3.0 to 5.0 mm from the right needle position depending upon your sewing needs or the fabric being used. (The cutting width should be adjusted to get the same results as in drawing ④.)

(A) When cutting width is too narrow. Turn the cutting width adjusting dial clockwise. Lower knife will move to right.

(B) When cutting width is too wide. Turn the cutting width adjusting dial counterclockwise. Lower knife will move to left.

4. Close the looper cover and side cover.
5. Test stitch to check the cutting width.



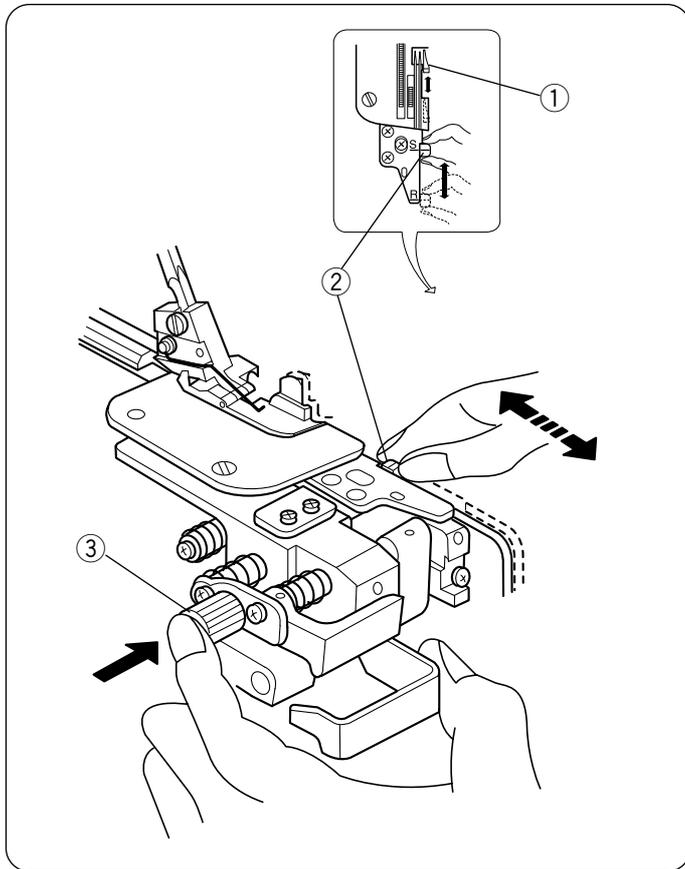
### Adjustment of Chaining Finger (Changing to Standard Serging or Rolled Hemming)

The needle plate setting knob is connected with the chaining finger.

The chaining finger will slide back and forth when you set the needle plate setting knob at "S" or "R".

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Push the cutting width adjusting dial to the right as far as it will go, then, move the needle plate setting knob to the guide line of S (for Standard Serging) or R (for Rolled Hemming). Release the cutting width adjusting dial to the left gently.
4. Close the looper cover and side cover.

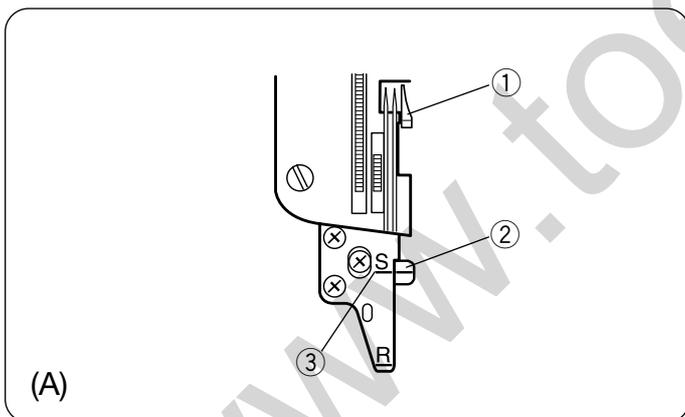
- ① Chaining finger
- ② Needle plate setting knob
- ③ Cutting width adjusting dial



#### (A) Standard Serging

\* The chaining finger is located beside the needle plate as shown in diagram (A) for guiding the flat edge of the fabric for overlock sewing.

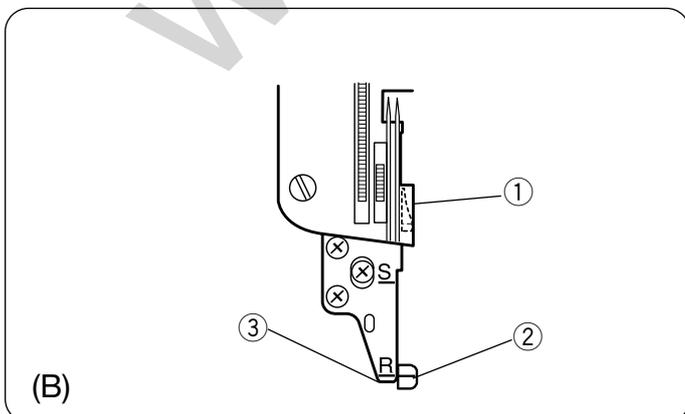
- ① Chaining finger
- ② Needle plate setting knob
- ③ Guide line S



#### (B) Rolled Hemming

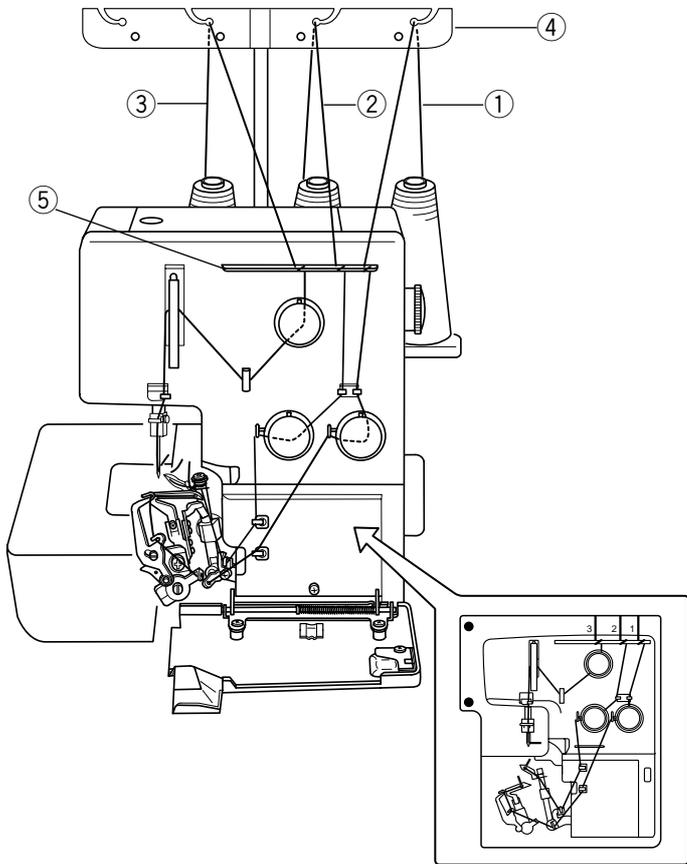
\* Pull the needle plate setting knob toward you from "S" to "R" position, so the edge of the fabric will be rolled for hemming, picot edging and narrow hemming sewing.

- ① Chaining finger
- ② Needle plate setting knob
- ③ Guide line R



## Threading the Machine

The left illustration shows the completed threading points of the three threads.



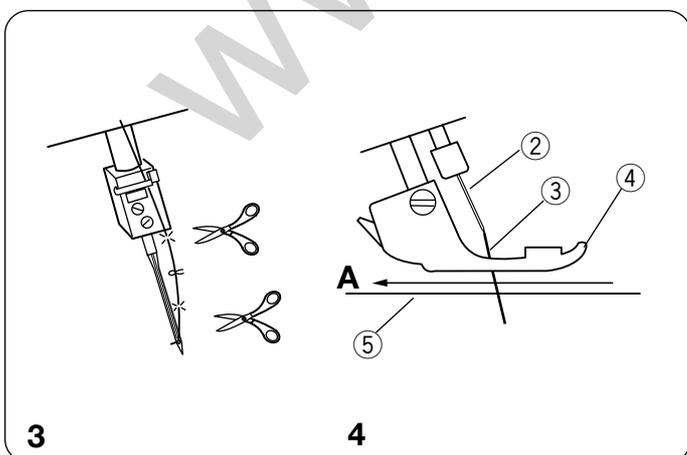
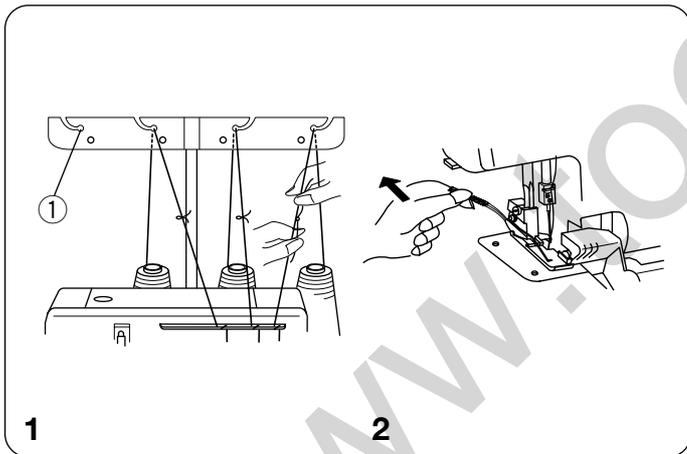
- ① Lower looper thread
- ② Upper looper thread
- ③ Needle thread
- ④ Thread guide bar
- ⑤ Thread guide plate

The machine is pre-threaded to make threading easier.

Tie the end of a new thread to one of the pre-set threads, and pull it to draw the new thread through the machine, following the steps below.

\* Turn off the power switch before threading the machine.

1. Pull the threads from the spools and draw them through the thread guides, then tie the thread ends together.
2. Raise the presser foot, draw the threads until the knots are coming out from under the back of the presser foot.
3. However, stop drawing the needle thread when the knot reach just before the needle eye. Cut the knot and thread the needle eye.
4. Before starting sewing, clear the needle thread from under the presser foot to make sure it is not caught below the needle plate. (Draw the needle thread in the direction A.) Then pull out the thread to the back approximately 10 cm (4") away from the presser foot. Lower the presser foot, and you are now ready to sew.



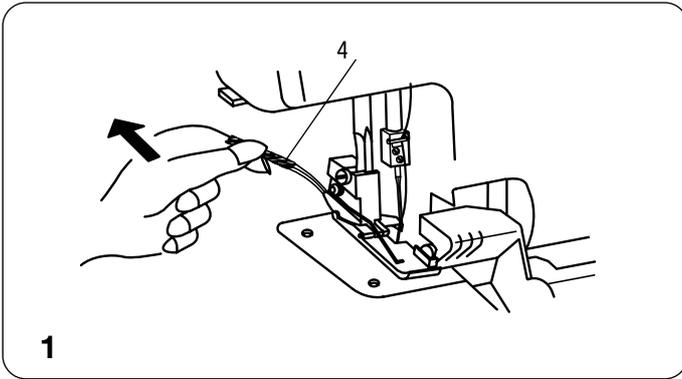
- ① Thread guide
- ② Needle
- ③ Needle thread
- ④ Presser foot
- ⑤ Needle plate

- For re-threading the machine easily, start from the lower looper, upper looper.

- If one of the threads is broken, follow the re-threading procedure as follows:
- \* Turn off the power switch and unplug the machine.

1. Raise the presser foot and pull the thread chain out to the back of the presser foot, and cut the chain to separate each of the threads.

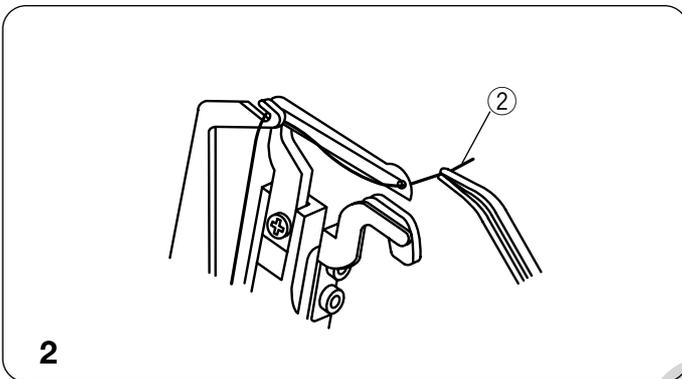
① Cut off the tangled threads.



1

2. Re-thread the thread which had been broken. Example: Re-thread the lower looper thread.

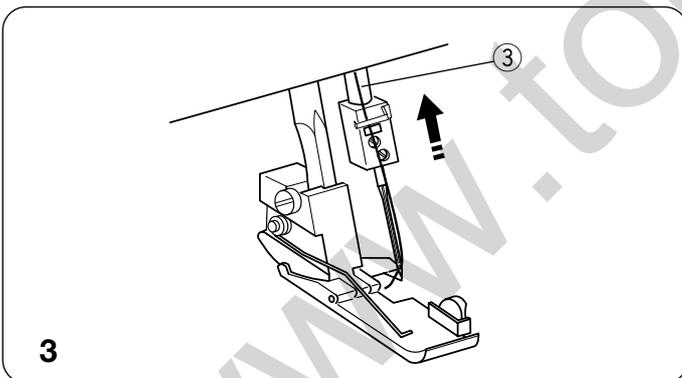
② Lower looper thread



2

3. Turn the handwheel toward you until the needle comes to its highest position.

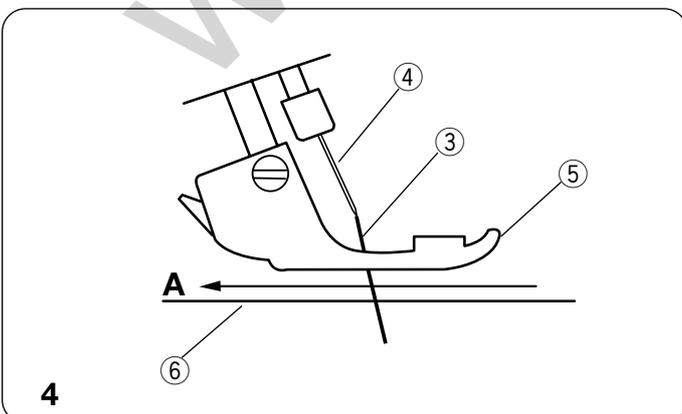
③ Needle thread



3

4. Pull the threads from under the presser foot with tweezers and pull out the needle thread above the needle plate. Draw out 10 cm (4") away from the presser foot. (Draw the needle thread in the direction **A**)

- ③ Needle thread
- ④ Needle
- ⑤ Presser foot
- ⑥ Needle plate

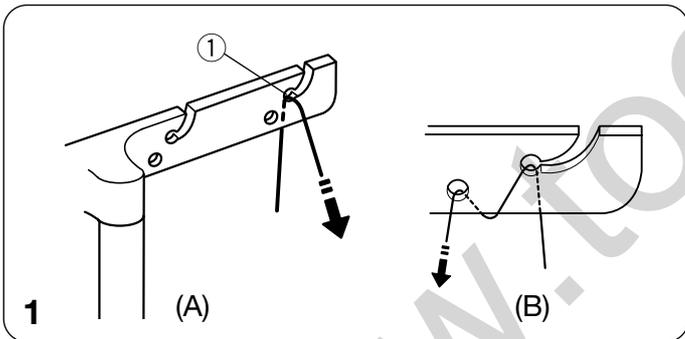
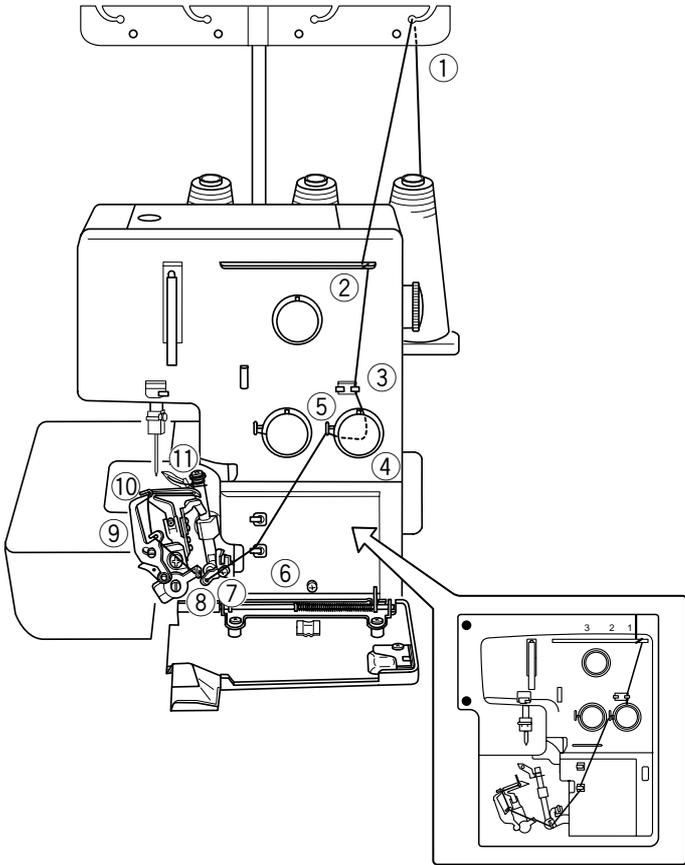


4

• **Threading the Lower Looper**

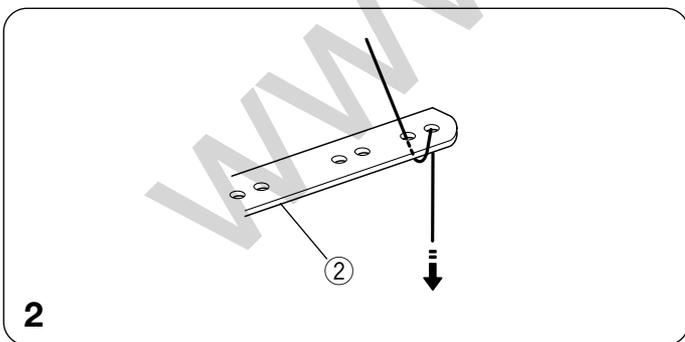
Open the looper cover and side cover.  
Place the spool of thread on the right side spool pin.

- \* The points to thread for lower looper are marked in green.
- \* A convenient threading chart is placed on the machine body inside the looper cover.



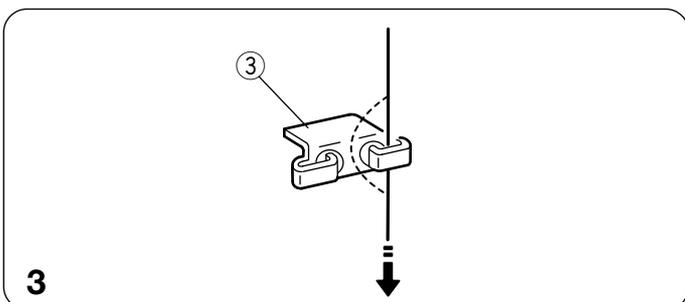
1. Draw the thread through the right side thread guide from back to front: **A**
- \* If the thread is coming out from the thread guide groove, pass the thread through the thread guide hole again as shown: **B**

① Thread guide



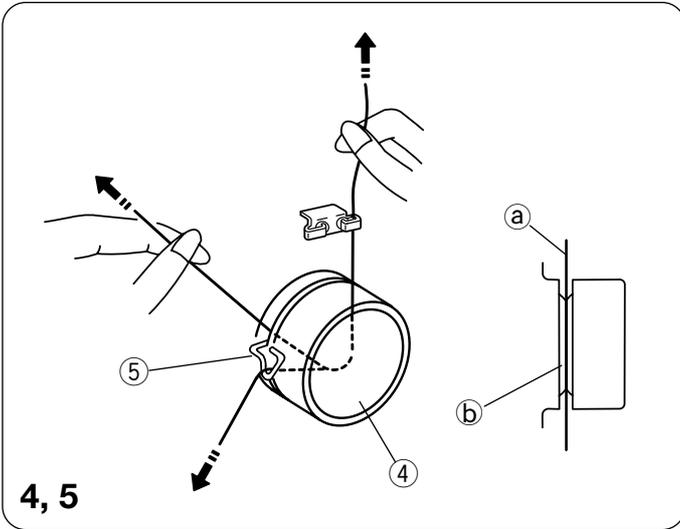
2. Pass the thread through the holes on the right side of the thread guide plate as illustrated.

② Thread guide plate



3. Pass the thread through the right side of the looper thread guide, by sliding the thread from left to right.

③ Looper thread guide

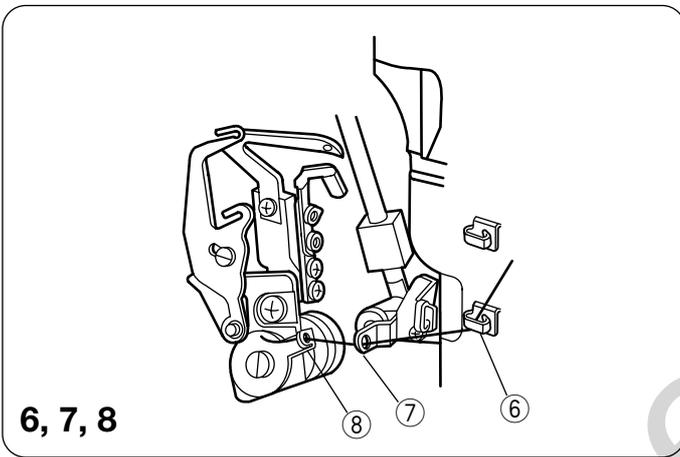


4. Insert the thread between tension discs from the right. Then pull both sides of the thread firmly to insert it between tension discs.
5. Pass the thread through the lower looper thread guide (1).

- ④ Lower looper thread tension dial
- ⑤ Lower looper thread guide (1)

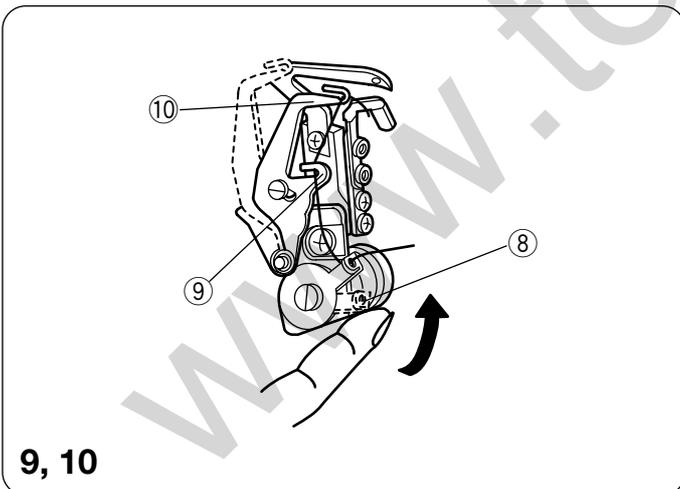
\* Make sure that the thread is between the tension discs.

- Ⓐ Thread
- Ⓑ Tension discs



6. Pass the thread through the lower looper thread guide (2).
7. Pass the thread through the looper thread take-up lever (lower).
8. Pass the thread through the lower looper thread guide (3).

- ⑥ Lower looper thread guide (2)
- ⑦ Looper thread take-up lever (lower)
- ⑧ Lower looper thread guide (3)



9. Turn the handwheel toward you to move the lower looper to the right side. Then lift up the lower looper thread guide (3). When you do this, the lower looper thread guide (4) and (5) are moved to the right for easy threading.

Pass the thread through the lower looper thread guide (4).

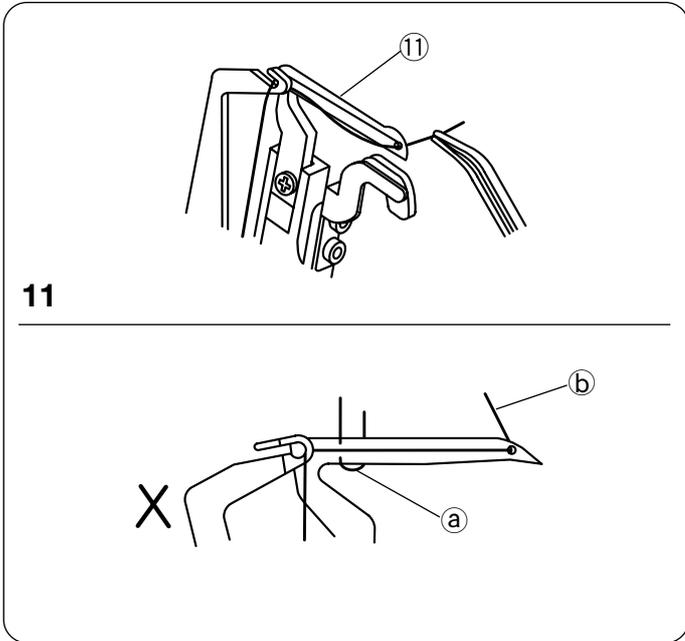
10. Pass the thread through the lower looper thread guide (5).

- ⑧ Lower looper thread guide (3)
- ⑨ Lower looper thread guide (4)
- ⑩ Lower looper thread guide (5)

Holding the end of the thread, push the lower looper thread guide (3) down with your other hand to return it to its original position.

Lower looper thread guides (4) and (5) will return to their original position automatically.

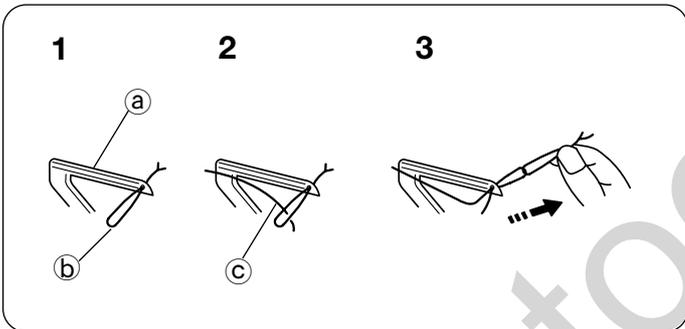
\* You can return the lower looper thread guide (3), (4) and (5) to their original position automatically by turning the handwheel counterclockwise.



11. Move the lower looper to its rightmost position by turning the handwheel, and draw the thread with a pair of tweezers through the hole on the lower looper 10 cm (4") or more.

\* Make sure the needle thread is not tangled on the lower looper.

- ⑪ Lower looper
- Ⓐ Needle thread
- Ⓑ Lower looper thread

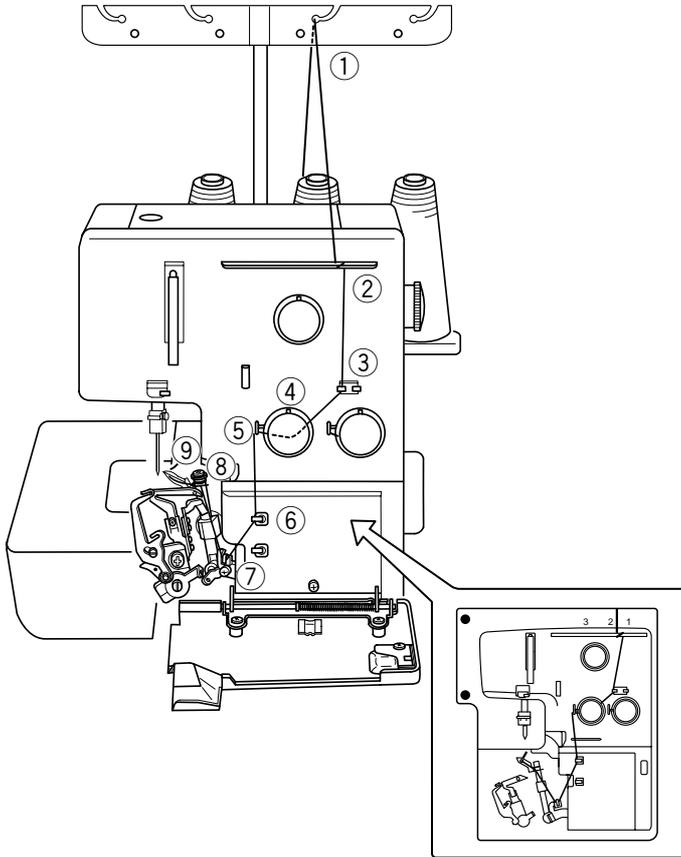


**Note:**How to thread woolly nylon/polyester thread.

\* The illustration at left shows one of the easiest ways to pass woolly nylon/polyester thread through the lower looper.

\* Use the same method with the upper looper.

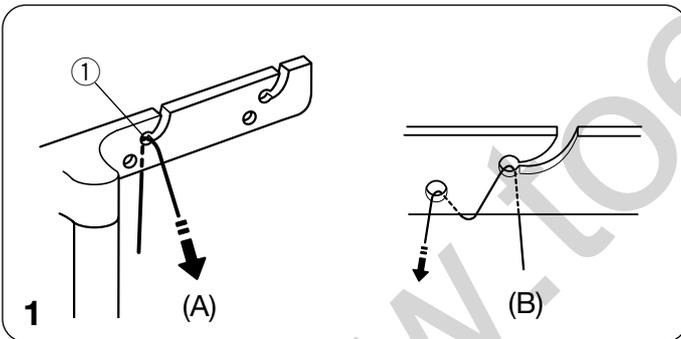
- Ⓐ Lower looper
- Ⓑ Ordinary thread
- Ⓒ Woolly nylon/polyester thread



### • Threading the Upper Looper

Place a spool of thread on the spool pin second from the right.

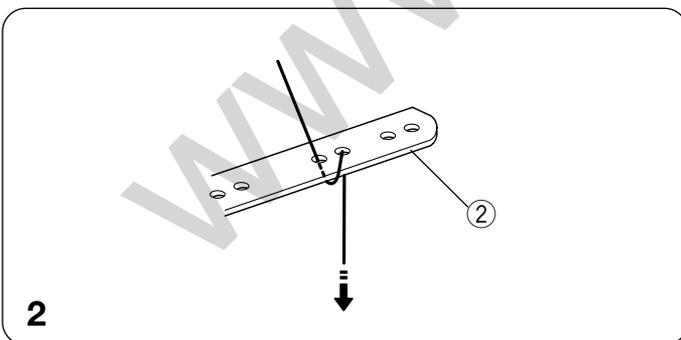
- \* The points to thread for upper looper are marked in red.
- \* A convenient threading chart is placed on the machine body inside the looper cover.



1. Draw the thread through the thread guide second from the right from the right from back to front: **A**

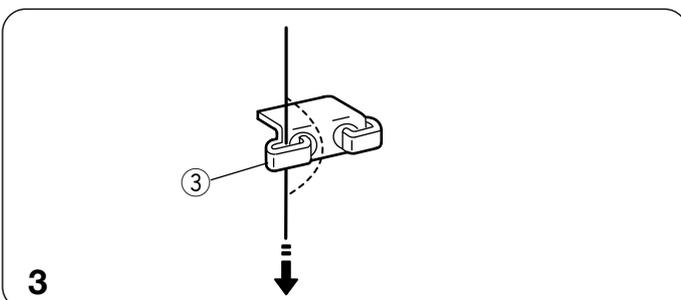
- \* If the thread is coming out from the thread guide groove, pass the thread through the thread guide hole again as shown: **B**

① Thread guide



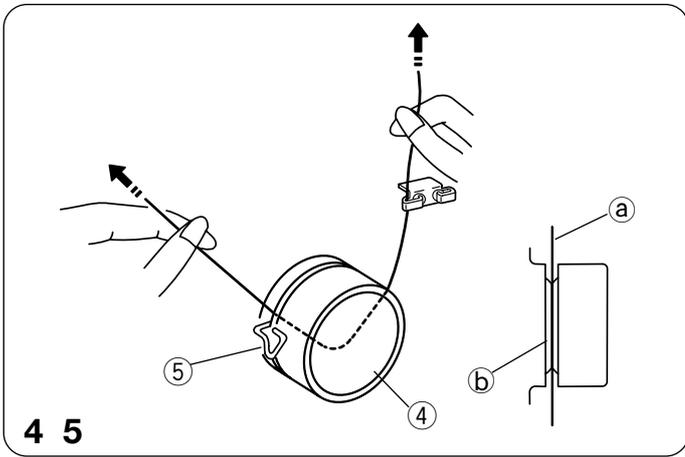
2. Pass the thread through the holes in the second row from the right of thread guide plate as illustrated.

② Thread guide plate



3. Pass the thread through the left side of looper thread guide sliding the thread from right to left.

③ Looper thread guide



4. Insert the thread between tension discs from the right. Then pull both sides of thread.
5. Pass the thread through upper looper thread guide (1)

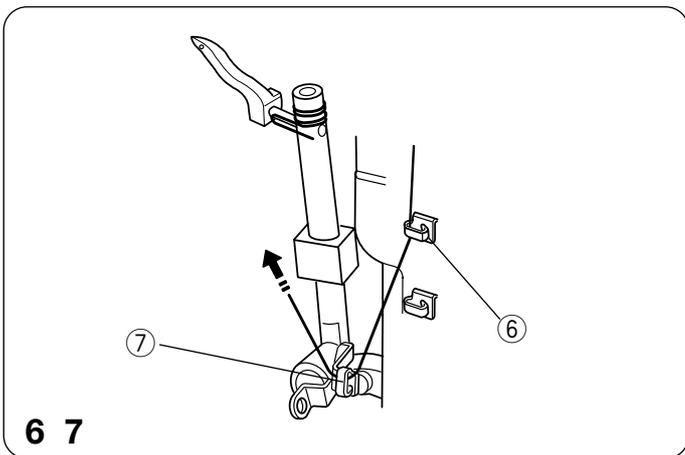
④ Upper looper thread tension dial

⑤ Upper looper thread guide (1)

\* Make sure that the thread is between the tension discs.

① thread

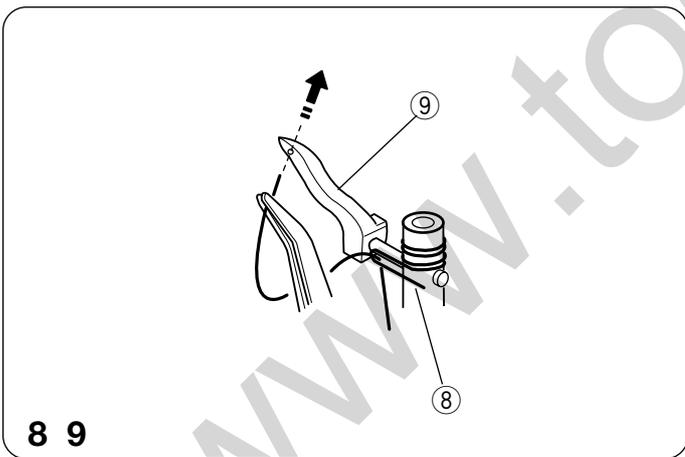
② tension discs



6. Pass the thread through the upper looper thread guide (2).
7. Pass the thread through the looper thread take-up lever (upper).

⑥ Upper looper thread guide (2)

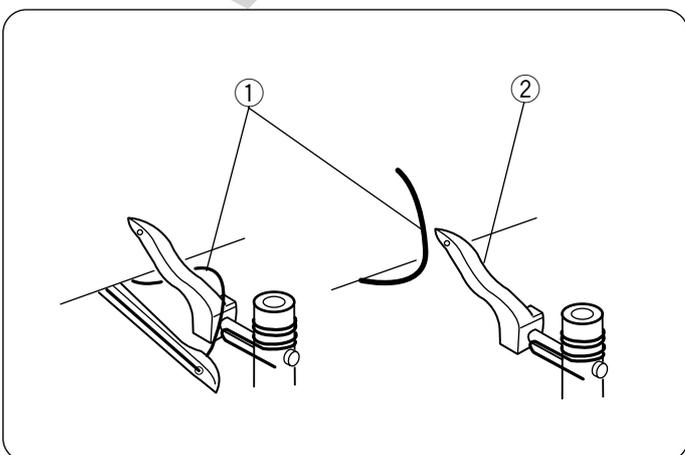
⑦ Looper thread take-up lever (upper)



8. Pass the thread through the upper looper thread guide (3).
9. Holding the end of the thread with a pair of tweezers, pass it through the hole on the upper looper. Pull 10 cm (4") or more of thread through the hole.

⑧ Upper looper thread guide (3)

⑨ Upper looper



**• How to Thread Only the Upper Looper**

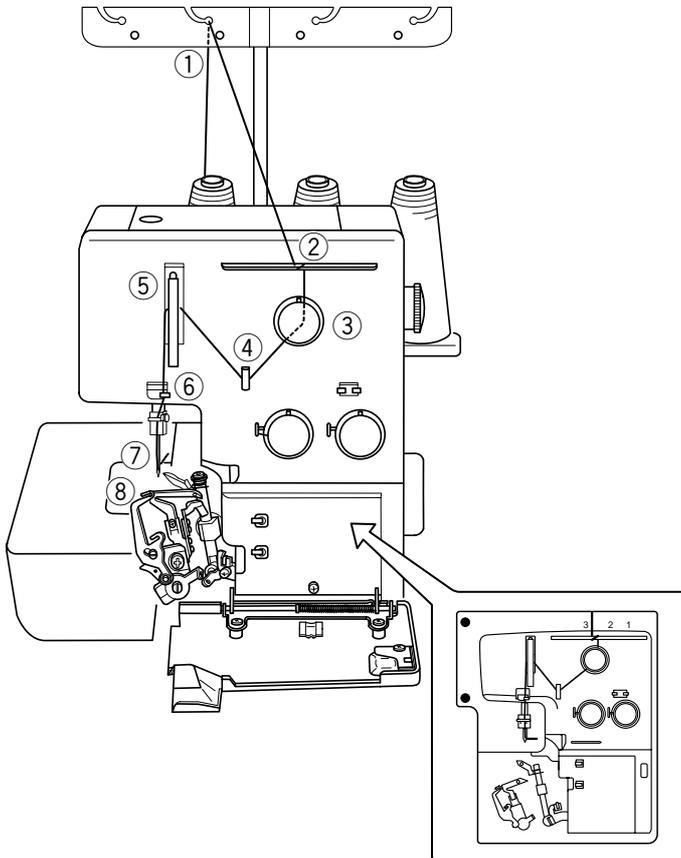
Turn the handwheel toward you until the upper looper comes to the middle point of its travel, and unhook the thread of the lower looper from the upper looper.

Thread the upper looper.

When you thread the upper looper only, pull out both threads over the needle plate and under the presser foot to avoid the threads being tangled.

① Lower looper thread

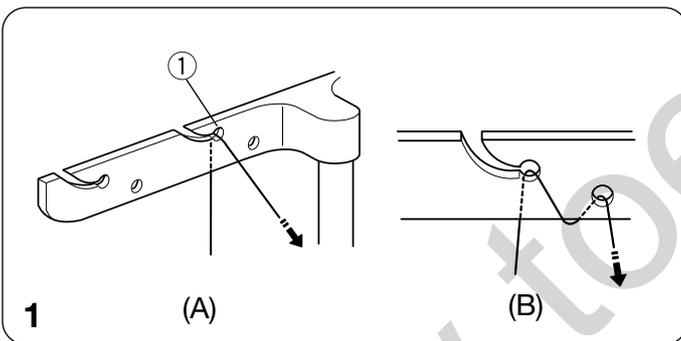
② Upper looper



**• Threading the Needle**

Place the spool of thread on the spool pin second from the left.

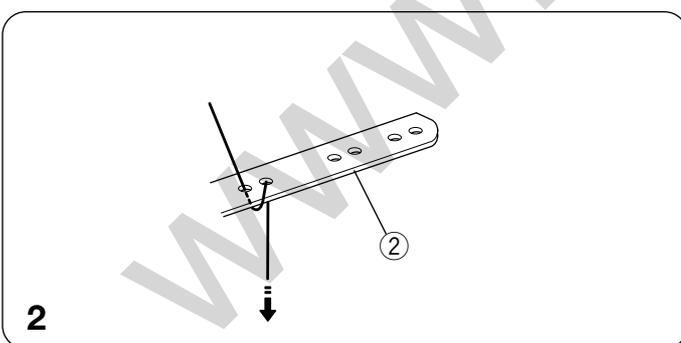
- \* The points to thread for needle are marked in orange.
- \* A convenient threading chart is placed on the machine body inside the looper cover.



1. Draw the thread through the thread guide second from the left from back to front: A

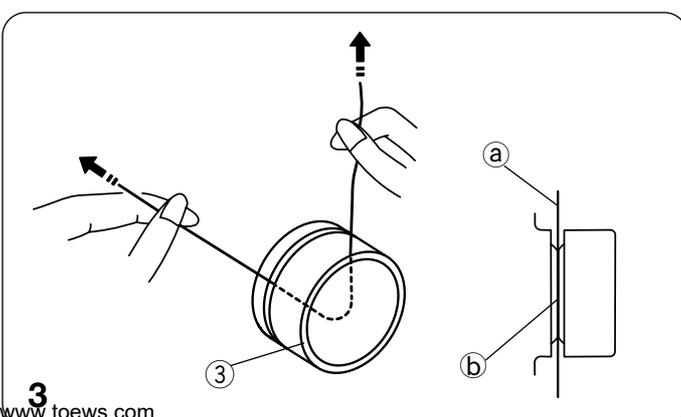
- \* If the thread is coming out from the thread guide groove, pass the thread through the thread guide hole again as shown: B

① Thread guide



2. Pass the thread through the holes in the second row from the left of the thread guide plate as illustrated.

② Thread guide plate

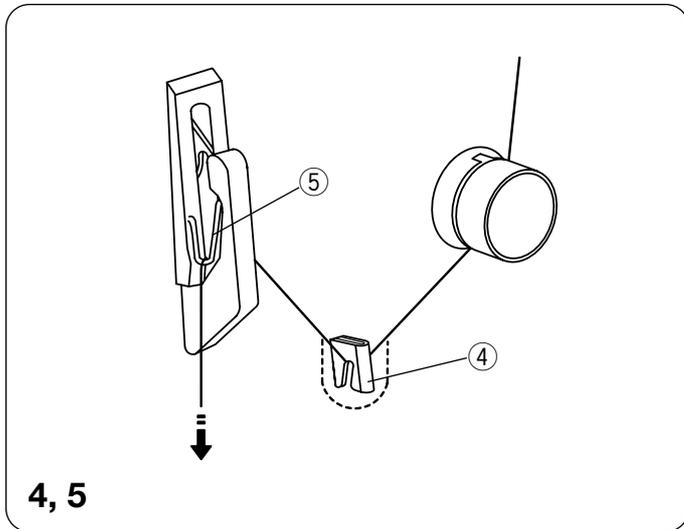


3. Insert the thread between tension discs from the right. Then pull both sides of thread.

③ Needle thread tension dial

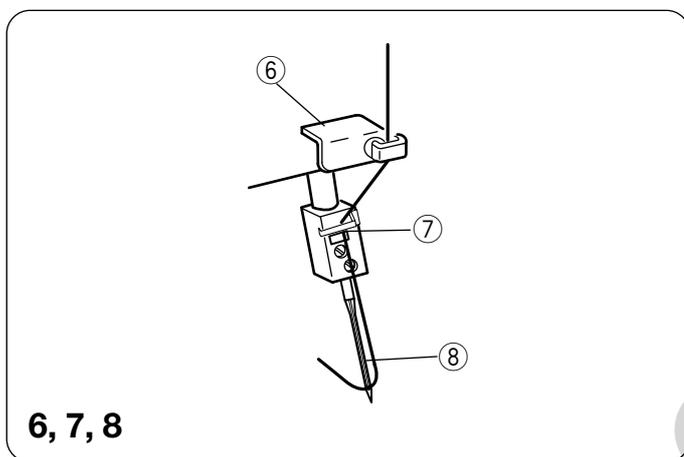
- \* Make sure that the thread is between the tension discs.

a thread  
b tension discs



4, 5. Turn the handwheel toward you to bring the needle bar to its highest position, then pass the thread through the needle thread guide and the thread take-up lever cover.

- ④ Needle thread guide
- ⑤ Thread take-up lever cover



6. Pass the thread through the needle thread guide sliding the thread from left to right.

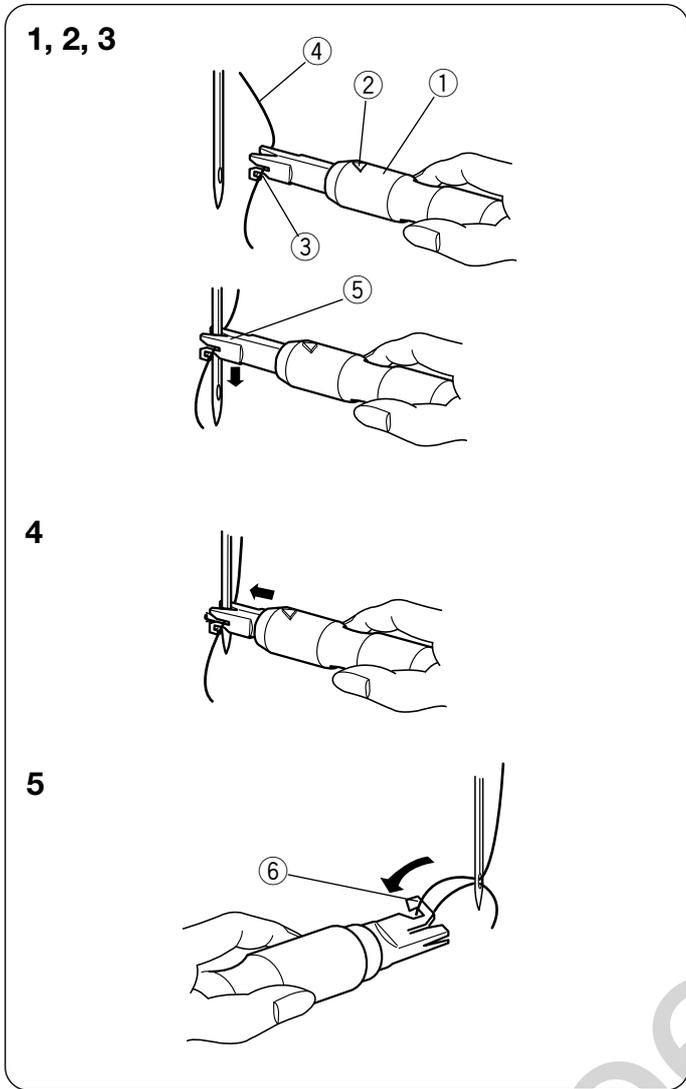
7. Pass it through the needle bar thread guide from left to right.

8. Thread the needle from front to back and pull the thread about 10 cm (4") from the eye of the needle to the back.

- ⑥ Needle thread guide
- ⑦ Needle bar thread guide
- ⑧ Needle

- Gently pull all three thread ends towards the back of the machine.
- Run threads under the presser foot and lower the presser foot.
- Close side cover and looper cover.
- Turn handwheel toward you to chain off three or four stitches.

The sewing preparation is now complete.



• **How to Use the Needle Threader**

- \* Turn off the power switch when you use the Needle Threader.
- \* Do not use other than for the threading or replacement of the needle.

1. Hold the stem of threader with the triangle mark up. Guide the thread to insert it into the Y-groove of the nib from right to left.
2. Place the V-groove over the needle just above the needle eye. Make sure the thread does not slip out from the Y-groove.
3. Slide the threader down along the needle while pushing it gently until the threader pin goes into the needle eye.
4. Push the stem so that the threader pin comes out through the needle eye with a loop of thread.
5. Remove the threader from the needle slowly, leaving the thread loop behind the needle eye. Then pick the loop with the hook to pull out the end of thread to the back.

- ① Stem
- ② Triangle mark
- ③ Y-groove
- ④ Thread
- ⑤ V-groove
- ⑥ Hook

## TEST STITCHING

### Starting Sewing

1. Insert the fabric under the toe of the foot.  
(It is not necessary to raise the foot.)
2. Turn the handwheel gently toward you a couple of turns and check the thread chain. Then start sewing slowly. The fabric will automatically be fed. Guide the fabric in the desired direction.
  - \* For heavyweight fabric, raise the presser foot and insert the fabric in front of the knife. Then lower the foot and start to sew while guiding the fabric.

### Finishing Sewing

1. When stitching is completed, continue to run the machine slowly to produce a thread chain for about 12 cm (5") while pulling the thread chain slightly to the back.
2. Cut the threads with the thread cutter as illustrated, leaving about 5 cm (2") thread chain from the end of the fabric.

① Thread cutter

### Sewing Continuously

Insert the next fabric under the toe of the foot, then start sewing. It is not necessary to raise the presser foot for ordinary fabric.

- \* For heavyweight fabric, raise the presser foot and insert the fabric in front of the knife. Then lower the foot and start to sew while guiding the fabric.

### How to Use Guide Lines

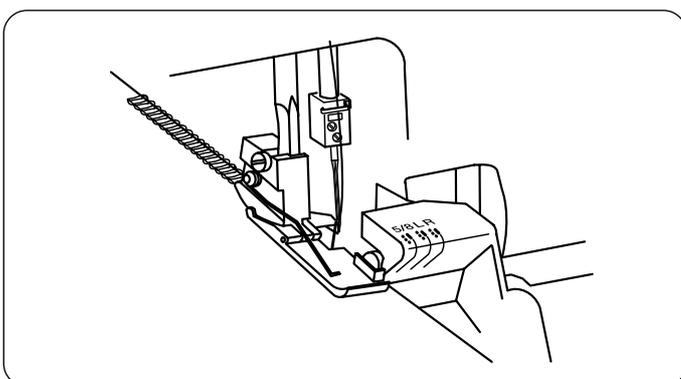
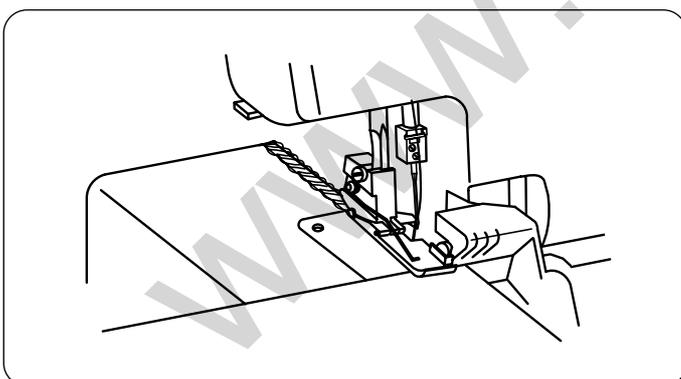
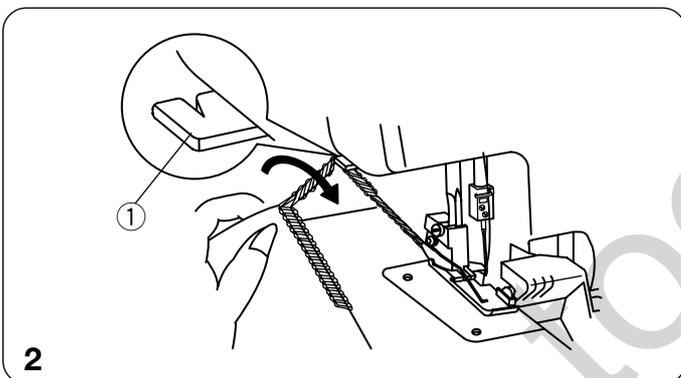
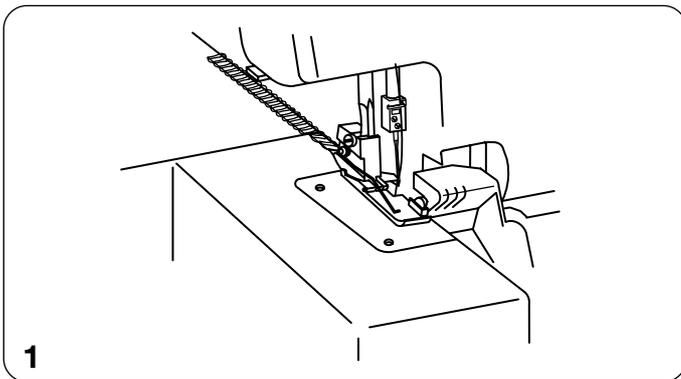
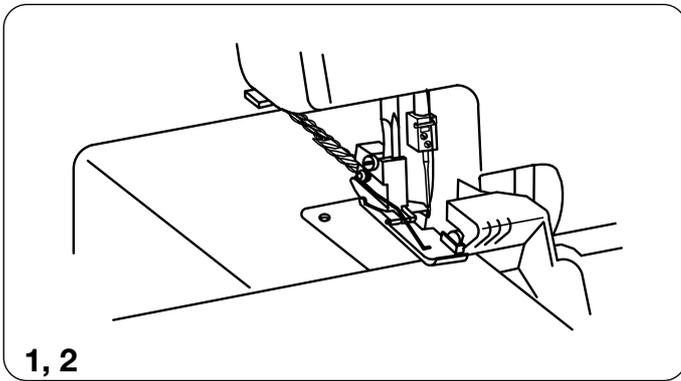
On the top of the looper cover there are guide lines indicating the distance from the needle position.

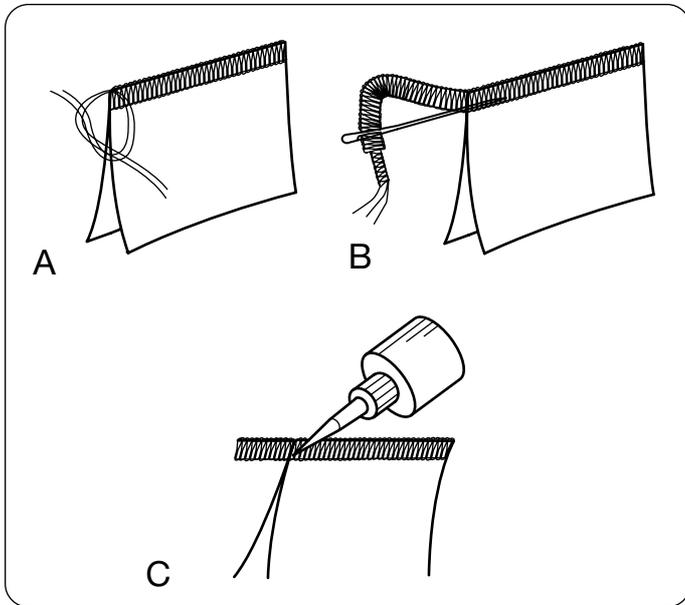
Please use them as sewing guides.

Mark L indicates the distance from the left needle.

Mark R indicates the distance from the right needle.

The distance between center of guide line and needle position is 5/8 inch.



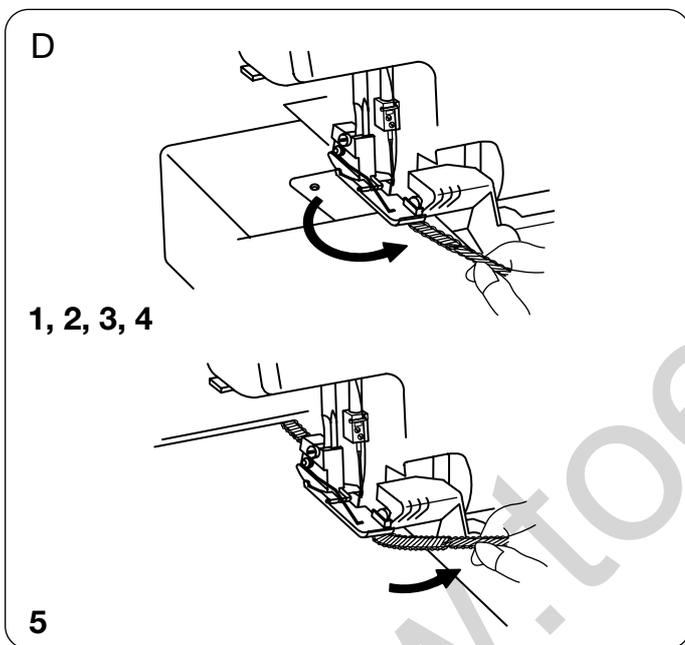


## Securing Ends

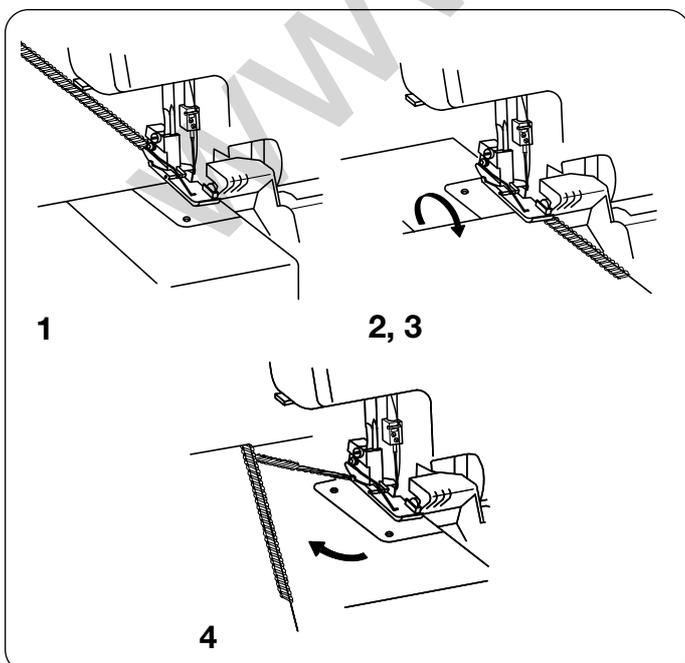
To avoid unravelling, it is necessary to leave a thread chain about 5 cm (2") long at the beginning and at the end of a seam. To secure the beginning and end of a seam, choose one of the following methods.

### At the beginning

- A. Separate the end of the threads and knot them.
- B. Thread the chain through a large eyed needle, and weave that chain through the overlock stitches on the fabric.
- C. Apply a small amount of seam sealant at the end of the seam then cut off the excess thread chain after setting.



- D. 1. Before putting your fabric in the machine, sew a thread chain about 5 cm (2") long behind the needle.
- 2. Put your fabric on the machine. Then serge a few stitches and stop.
- 3. Raise the presser foot and bring the thread chain to the left around and under the presser foot.
- 4. Place the thread chain between the presser foot and upper knife, holding it in position as you lower the presser foot to sew.
- 5. After sewing about 2.5 cm (1"), move the chain to the right and under the upper knife, cutting the chain as you sew.



### At the end of a seam

\* You can use the same methods as "At the beginning" to secure the end of a seam except "D" or you can use the methods shown below.

- 1. Serge one stitch off the end of a seam.
- 2. Raise the needle and presser foot, and gently pull the threads off the chaining finger.
- 3. Turn the fabric over so that the under side is up.
- 4. Serge about 2.5 cm (1") over stitching and angle off the fabric.

### Threading the Machine

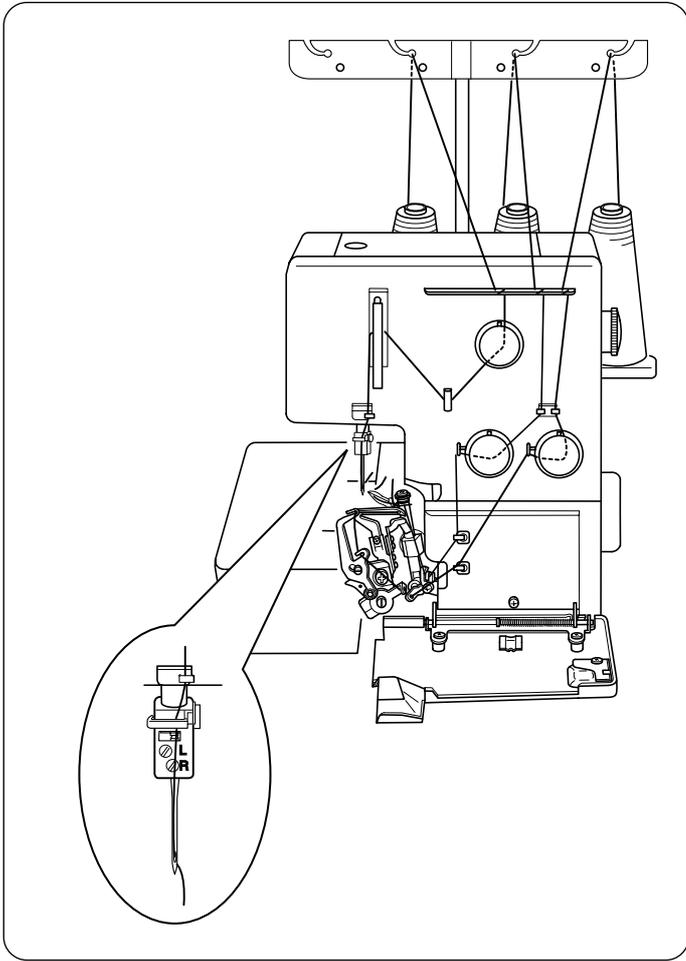
#### Using the needle on the right (for regular three-thread serging)

When the needle is set on the right, the standard sewing width is 3.5 mm.

The illustration on the left shows you how to thread the needle.

**Note:**

Tighten the needle clamp screw on the side that is not being used to prevent losing the screw.



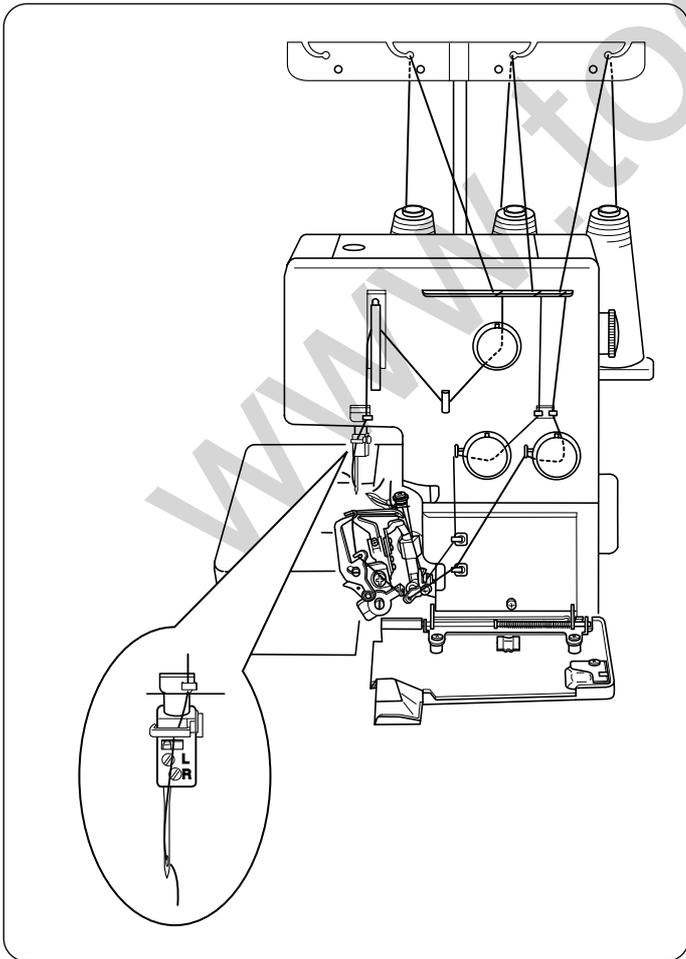
#### Using the needle on the left (for wide three-thread serging)

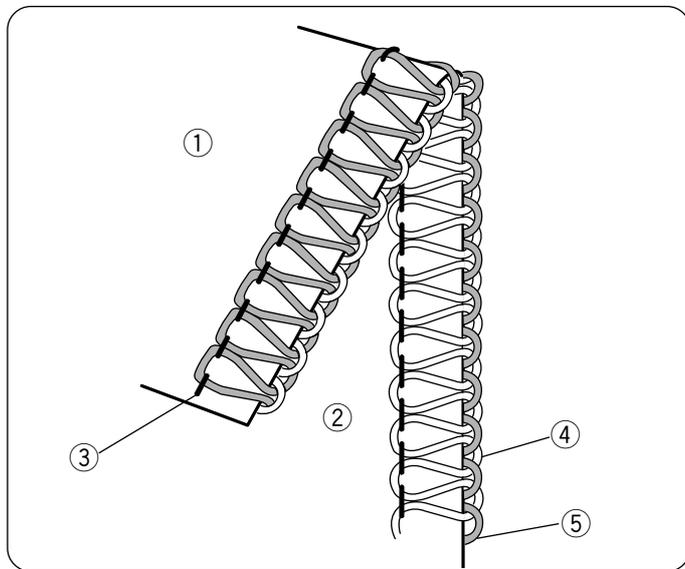
When the needle is set on the left, the standard sewing width is 5.7 mm.

The illustration at left shows you how to thread the needle.

**Note:**

Tighten the needle clamp screw on the side that is not being used to prevent losing the screw.





## Thread Tension

### Correct tension

The illustration at left shows sewing results with correct tension settings. However, adjusting the thread tension may be required depending on the type of fabric and thread being used.

- ① Wrong side of fabric
- ② Right side of fabric
- ③ Needle thread
- ④ Upper looper thread
- ⑤ Lower looper thread

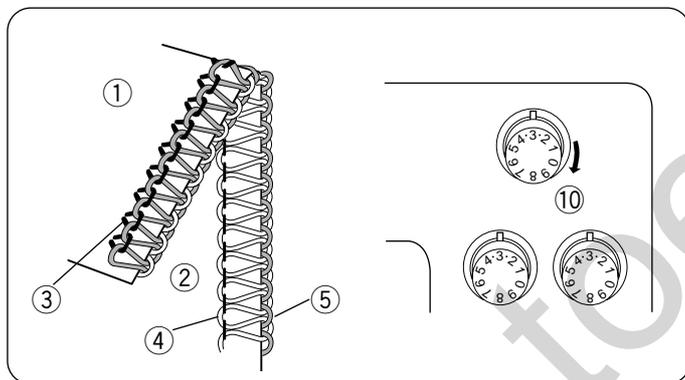
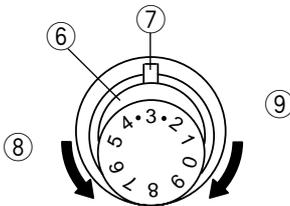
### Thread tension adjustment

\* Set all three thread tension dials at “3”.

Then sew, and check the thread tensions.

If the tension balance on the test piece is not satisfactory, you can adjust the thread tension with thread tension dial.

- ⑥ Thread tension dial
- ⑦ Setting mark
- ⑧ Loosen
- ⑨ Tighten



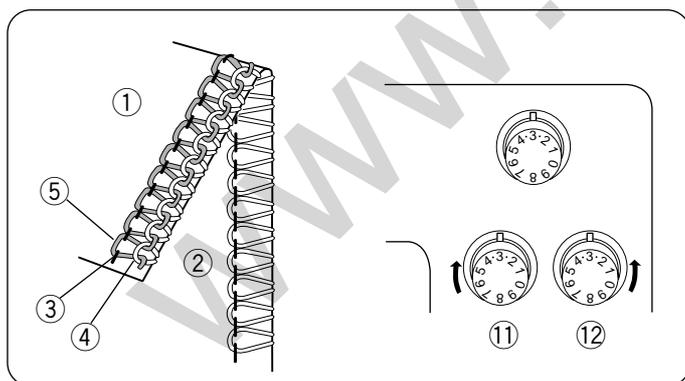
### Needle thread tension is too loose

The illustration shows sewing results when the needle thread tension is too loose.

Remedy:

Tighten needle thread tension.

- ⑩ Needle thread tension dial



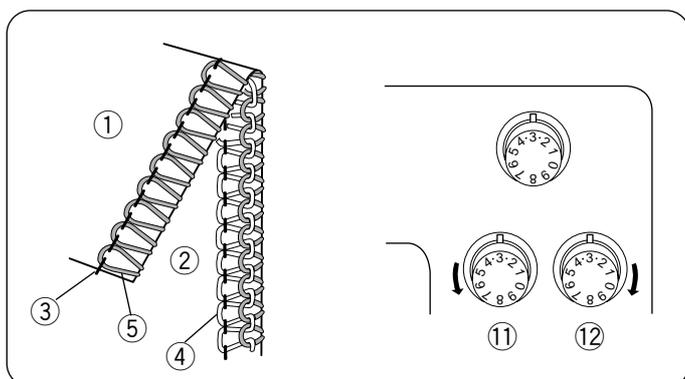
### Looper thread tension is out of balance (1)

The illustration shows sewing results when the lower looper thread tension is too tight and/or upper looper thread tension is too loose.

Remedy:

Loosen lower looper thread tension and/or tighten upper looper thread tension.

- ⑪ Upper looper thread tension dial
- ⑫ Lower looper thread tension dial



### Looper thread tension is out of balance (2)

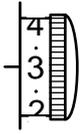
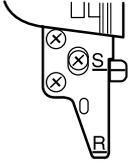
The illustration shows sewing results when the upper looper thread tension is too tight and/or lower looper thread tension is too loose.

Remedy:

Loosen upper looper thread tension and/or tighten lower looper thread tension.

- ⑪ Upper looper thread tension dial
- ⑫ Lower looper thread tension dial

### Thread and Needle Chart

Type of fabric		Type of thread	Needle	Stitch length	Needle Plate Setting Knob
					
Lightweight	Organdy, Georgette, Lawn, Crepe de chine, Lining.	Cotton: No. 80 – 100 Silk: No. 80 – 100 Synthetic: No. 80 – 100	HA-1 SP No. 11	2.0 – 3.0	
Mediumweight	Cotton, Linen, Satin, Ordinary fabric.	Cotton: No. 60 – 100 Silk: No. 50 – 100 Synthetic: No. 60 – 100	HA-1 SP No. 11 – 14	2.5 – 3.5	
Heavyweight	Tweed, Coating, Denim, Doeskin, Thick fabric.	Cotton: No. 50 – 60 Silk: No. 50 – 60 Synthetic: No. 50 – 60	HA-1 SP No. 14	3.0 – 5.0	
Knits	Knitted fabric.	Cotton: No. 60 – 80 Synthetic: No. 60 – 90 Woolly nylon (For looper thread) Woolly polyester (For looper thread)	HA-1 SP No. 11 – 14	2.5 – 4.0	

\* Refer to page 10 for adjusting the stitch length.

NOTE: Your overlock uses standard sewing needles (HA-1 SP, No.11, No.14).



**Machine Setting and Thread, Fabric and Range of the Tension Dial**

The setting of tension dials may vary depending on the type and thickness of fabric and thread being sewn.

	Rolled Hemming	Picot Edging	Narrow Hemming
Standard Setting of Tension Dials			
Stitch Length			
Needle Plate Setting Knob			
Needle	Using the needle on the right: HA-1 SP No. 11		
Needle Thread	Synthetic: No. 80 ~ 100		
Upper and Lower Loper Threads	Woolly nylon, Woolly polyester Synthetic: No. 80 ~ 100	Synthetic : No. 60 ~ 100 Silk : No. 50 ~ 100	Woolly nylon, Woolly polyester Synthetic: No. 80 ~ 100
Fabric	Lightweight fabric such as Organdy, Crepe de chine, Lawn and Georgette		

## Thread Tension

### For rolled hemming and picot edging

#### Correct tension

The illustration at left shows sewing results with correct tension settings. Adjusting the thread tension may be required depending on the type of fabric and thread being used.

- ① Wrong side of fabric
- ② Right side of fabric
- ③ Needle thread
- ④ Upper looper thread
- ⑤ Lower looper thread

#### Thread tension adjustment

1. Set the tension dial as shown on page 29.
2. Sew and check the tensions.
3. If the tension balance on the test piece is not satisfactory, you can adjust the thread tension with thread tension dial.

#### Needle thread tension is too loose

The illustration shows the sewing results when the needle thread tension is too loose.

Remedy:

Tighten the needle thread tension.

- ⑥ Needle thread tension dial

#### Upper looper thread tension is too loose

The illustration shows the sewing results when the upper looper thread tension is too loose.

Remedy:

Tighten the upper looper thread tension.

- ⑦ Upper looper thread tension dial

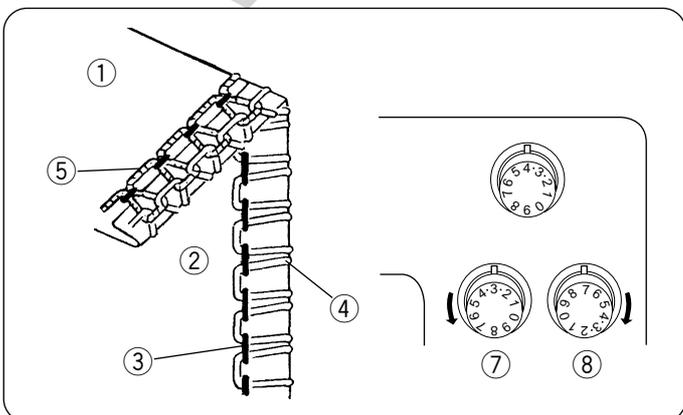
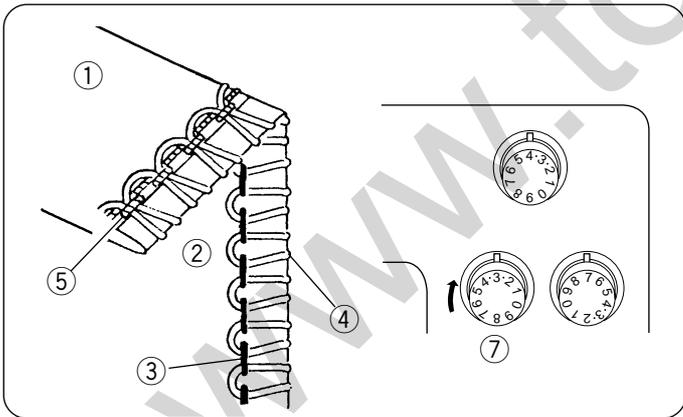
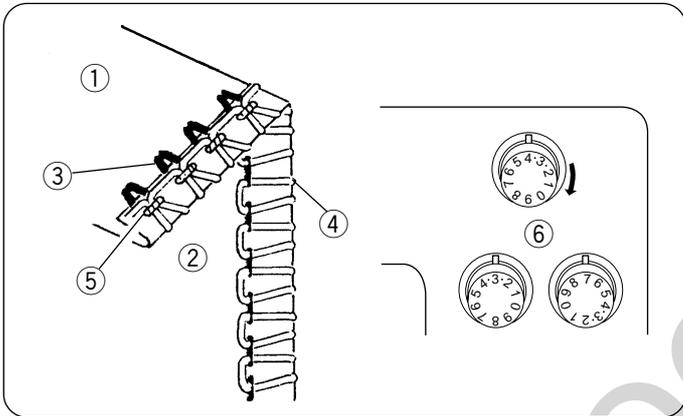
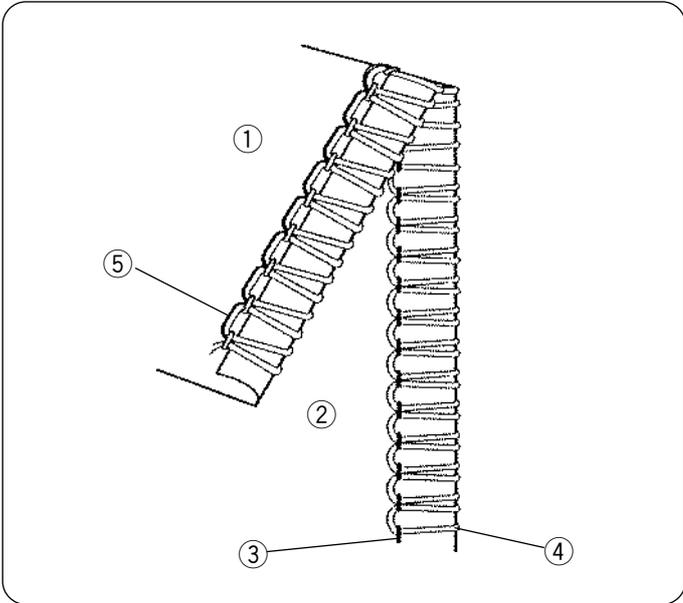
#### Looper thread tension is out of balance

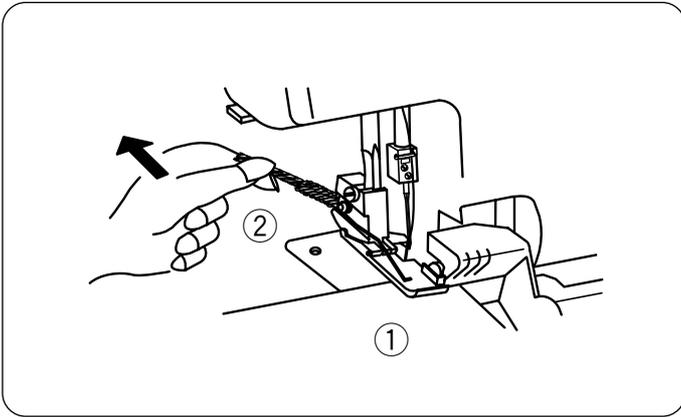
The illustration shows sewing results when the upper looper thread tension is too tight and/or lower looper thread tension is too loose.

Remedy:

Loosen upper looper thread tension and/or tighten lower looper thread tension.

- ⑦ Upper looper thread tension dial
- ⑧ Lower looper thread tension dial



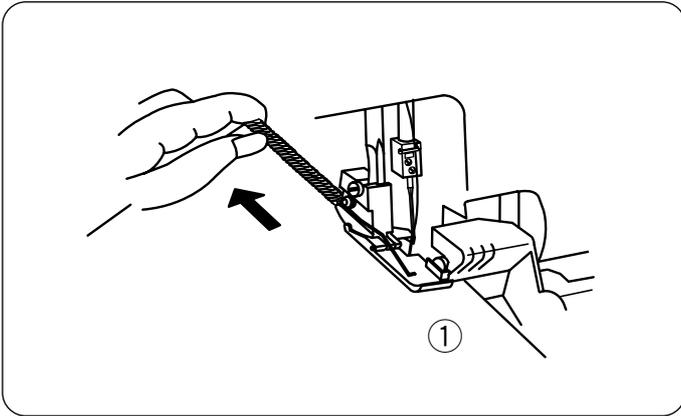


### For Better Results

#### Rolled hemming

Pull the end of thread chain to the back lightly in the beginning and end of sewing.

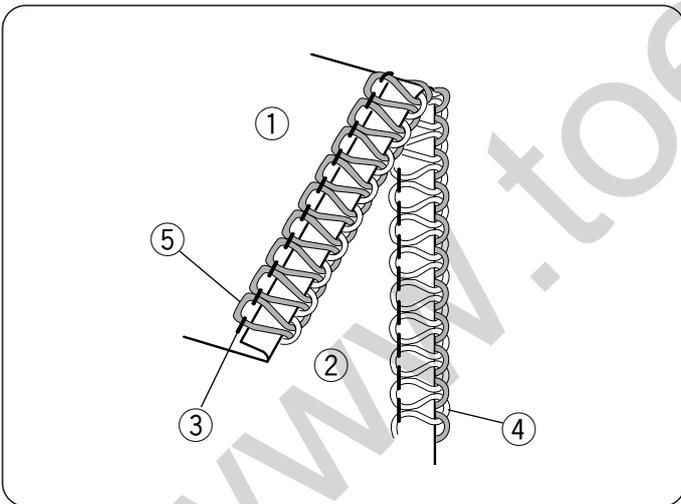
- ① Fabric
- ② Thread chain



#### Picot edging

Pull the fabric lightly to the back while sewing.

- ① Fabric



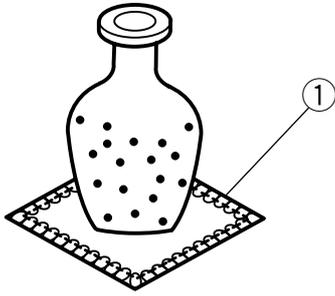
#### For narrow hemming

##### **Correct tension**

The illustration at left shows sewing results with correct tension settings.

- ① Wrong side of fabric
- ② Right side of fabric
- ③ Right needle thread
- ④ Upper looper thread
- ⑤ Lower looper thread

\* Refer to page 29 for the adjustment.



\* Refer to pages 27 for thread tension balance adjustment.

\* For the best results, pull the thread chain to the back lightly at the beginning and end of sewing.

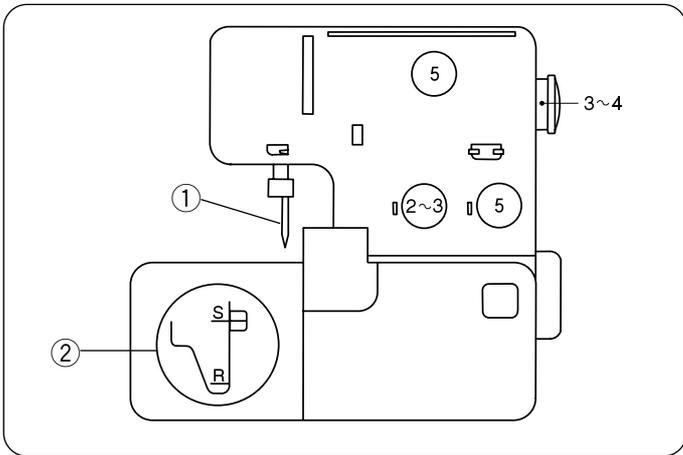
① Overedging

**Thread and Fabric**

Fabric	Thread	
<b>Medium to Heavy Fabric</b>	Needle thread	Synthetic : No. 60~80 Silk : No. 50~80
	Upper looper thread	Buttonhole twist Light weight wool yarn
	Lower looper thread	Synthetic : No. 60~80 Silk : No. 50~80

**Machine Setting**

- ① Needle on the right or left (HA-1 SP No.14)
- ② Needle plate setting knob



**GATHERING**

\* Refer to pages 27 for thread tension balance adjustment.

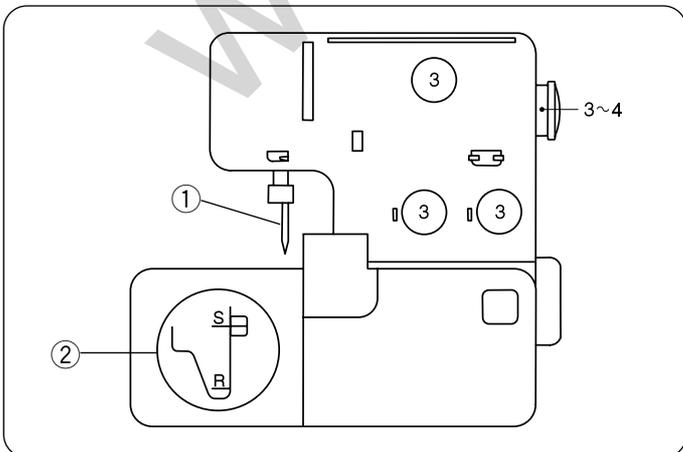
① Gathering

**Thread and Fabric**

Fabric	Thread	
<b>Light to Medium Woven Fabric</b>	Needle thread	Synthetic : No. 60~80 Silk : No. 50~80
	Upper looper thread Lower looper thread	Synthetic : No. 60~80 Silk : No. 50~80

**Machine Setting**

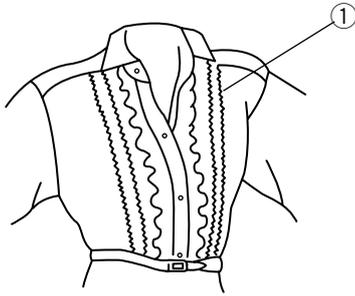
- ① Needle on the right or left (HA-1 SP No.14)
- ② Needle plate setting knob



## PIN TUCKING

\* Refer to page 29 (Narrow Hemming) for thread tension balance adjustment.

① Pin tucking

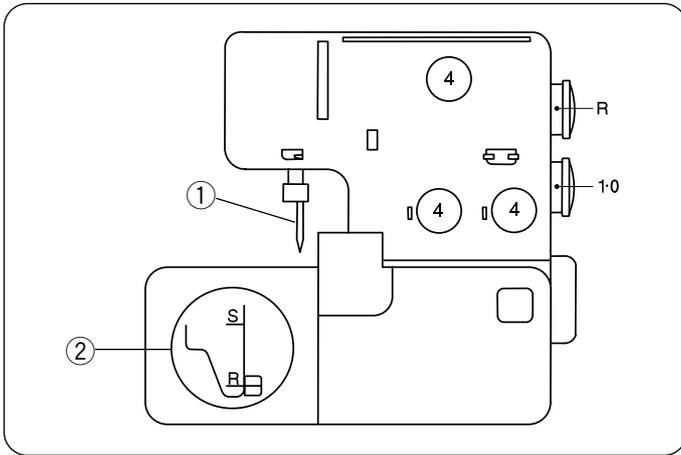


### Thread and Fabric

Fabric	Thread	
	Light to Medium Fabric	Needle thread
	Upper looper thread	Synthetic : No. 60~100
	Lower looper thread	Silk : No. 50~100

### Machine Setting

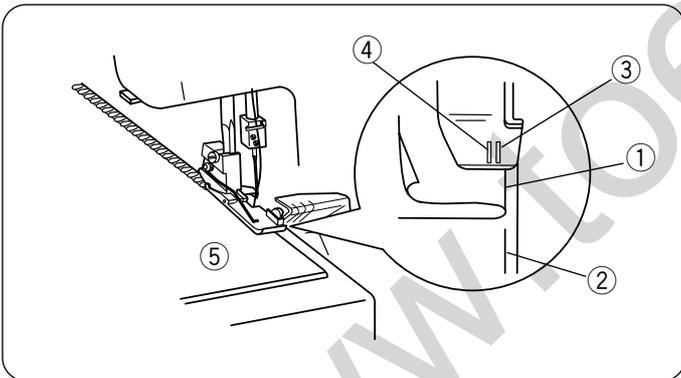
- ① Needle on the right-hand side (HA-1SP No.14 or No.11)
- ② Needle plate setting knob



### Sewing

Turn off the power switch.  
Use the needle on the right-hand side.  
Deactivate the upper knife.  
Turn on the power switch, then sew the folded edge while guiding along the guide line.

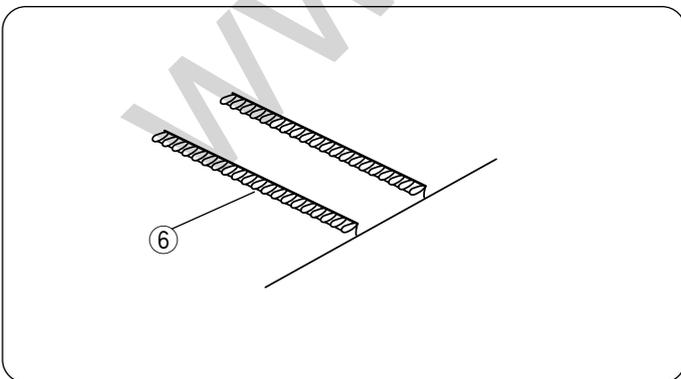
- ① Folded edge
- ② Guide line on the needle plate
- ③ Right needle position line on the presser foot
- ④ Left needle position line on the presser foot
- ⑤ Right side of fabric



Open the fold flat and press the pin tucks to one side.

**Note:** After you finish sewing, return the upper knife to the original position.

- ⑥ Pin tucking



## Replacing the Upper Knife

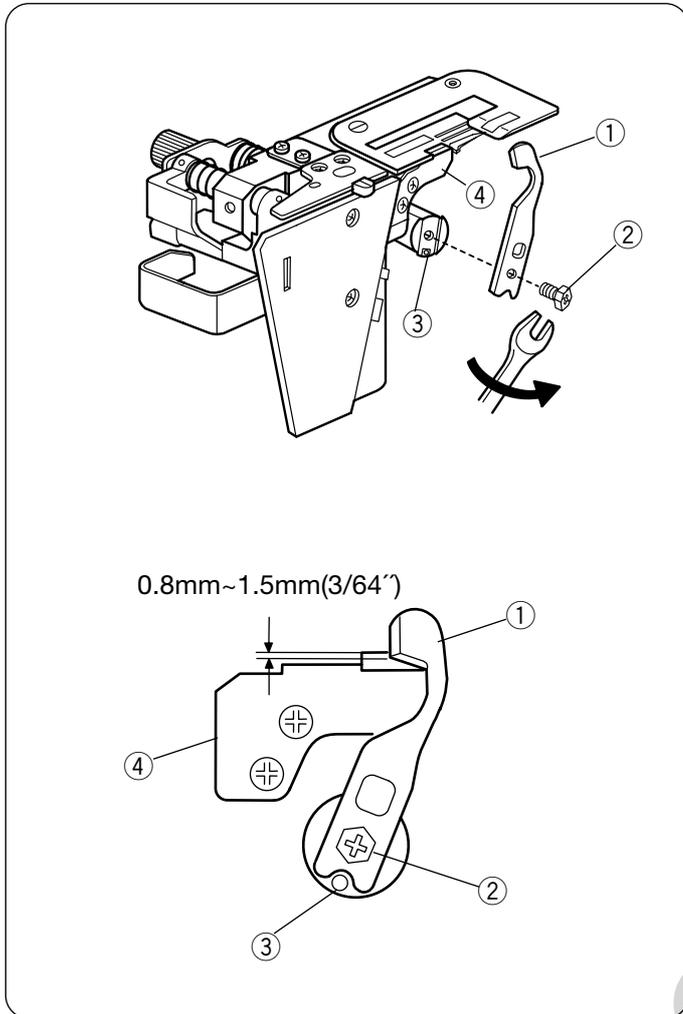
### To remove:

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Turn the handwheel toward you until the upper knife reaches its highest position.
4. Remove the hexagonal bolt and the upper knife.

### To attach:

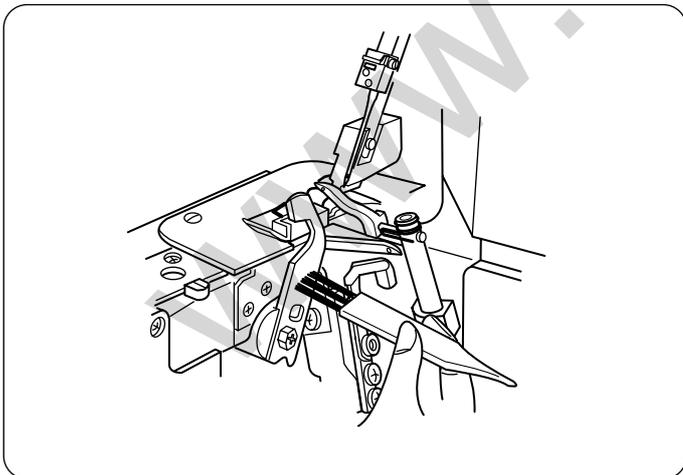
1. Insert new upper knife into the groove of the knife holder and stopper pin. Then tighten the hexagonal bolt slightly.
2. Turn the handwheel toward you until the upper knife reaches its lowest position. Loosen the hexagonal bolt, and adjust the position of the upper knife so that its blade overlaps the edge of lower knife 0.8 mm to 1.5 mm (3/64"), as shown. Then, tighten the hexagonal bolt firmly.
3. Close the looper cover and side cover.

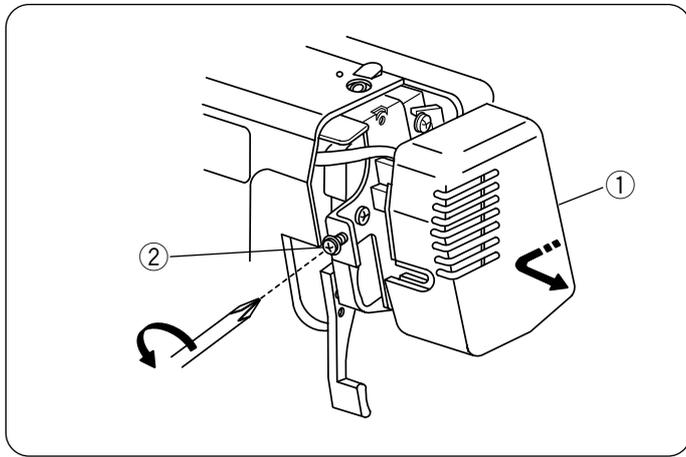
- ① Upper knife
- ② Hexagonal bolt
- ③ Stopper pin
- ④ Lower knife



## Cleaning Upper Knife Area

1. Turn off the power switch and unplug the machine.
  2. Open the looper cover. Remove the waste pieces to the front with a lint brush.
- \* You may use a vacuum cleaner to clean the upper knife area or feed dog.
  - \* The lower knife will last over one year in normal use. However, if you run over a pin or a hard object, it may be required to replace both upper and lower knives at the same time.

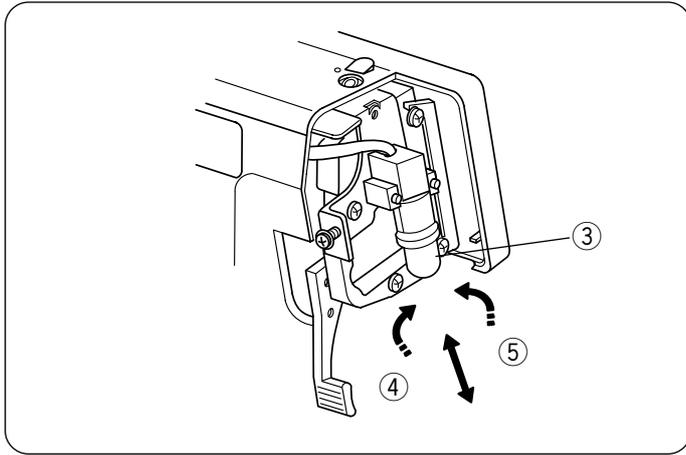




**Replacing the Light Bulb**

1. Turn off the power switch and unplug the machine.
2. Loosen the face plate set screw, and remove the face plate.

- ① Face plate
- ② Set screw



**To remove:**

Push and twist to the left.

**To attach:**

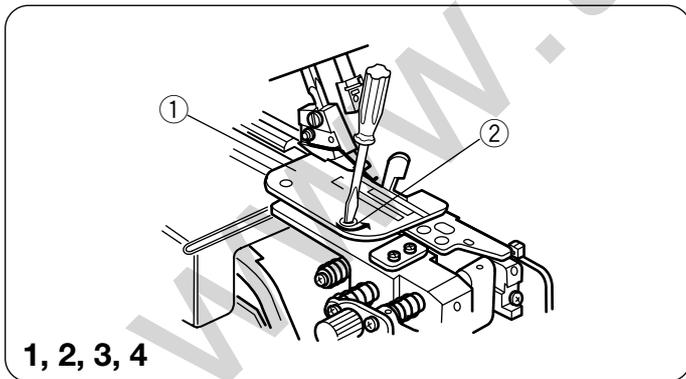
Push and twist to the right.

Reattach the face plate, and retighten the face plate set screw.

- ③ Light bulb
- ④ To remove
- ⑤ To attach

**Note:**

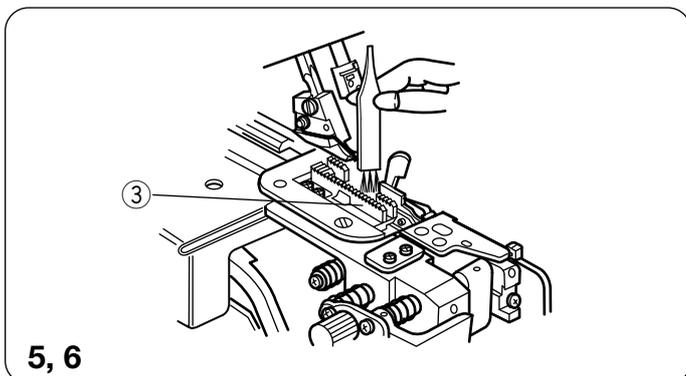
- \* The machine is designed to use a 15 WATT maximum light bulb.
- \* The light bulb will be HOT. Protect your fingers when you handle it.



**Cleaning the Feed Dog**

1. Turn off the power switch and unplug the machine.
2. Open the looper cover and side cover.
3. Remove the needles and presser foot.
4. Remove the needle plate set screw, and remove the needle plate.

- ① Needle plate
- ② Needle plate set screw



5. Brush out the lint around the feed dog to the front by using the lint brush or use a vacuum cleaner.
6. Reattach the needle plate, presser foot and needles. Close the looper cover and side cover.

- ③ Feed dog

## Oiling the Machine

Apply a few drops of fine quality sewing machine oil to the parts indicated with arrows.

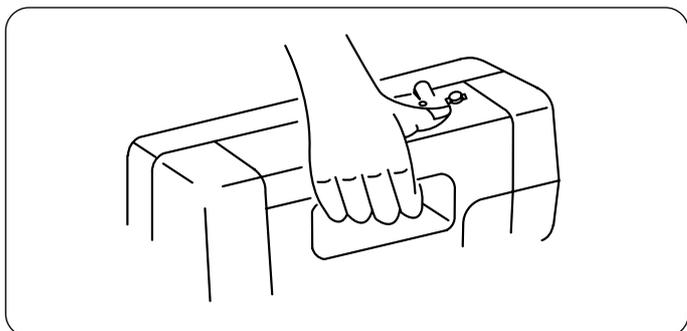
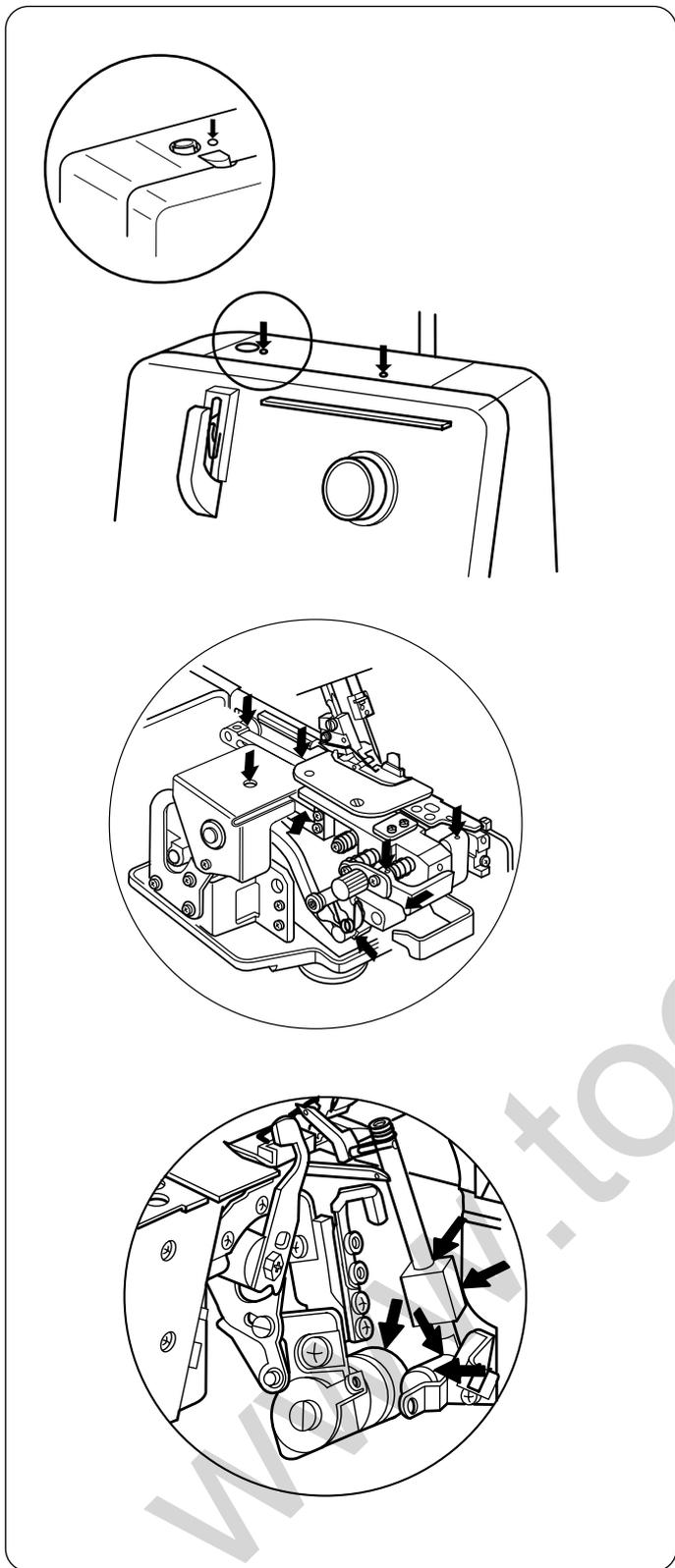
It is recommended to apply oil once a week in normal use, once in ten hours in frequent use.

\* Open the side cover and apply oil.

\* Open the looper cover and apply oil.

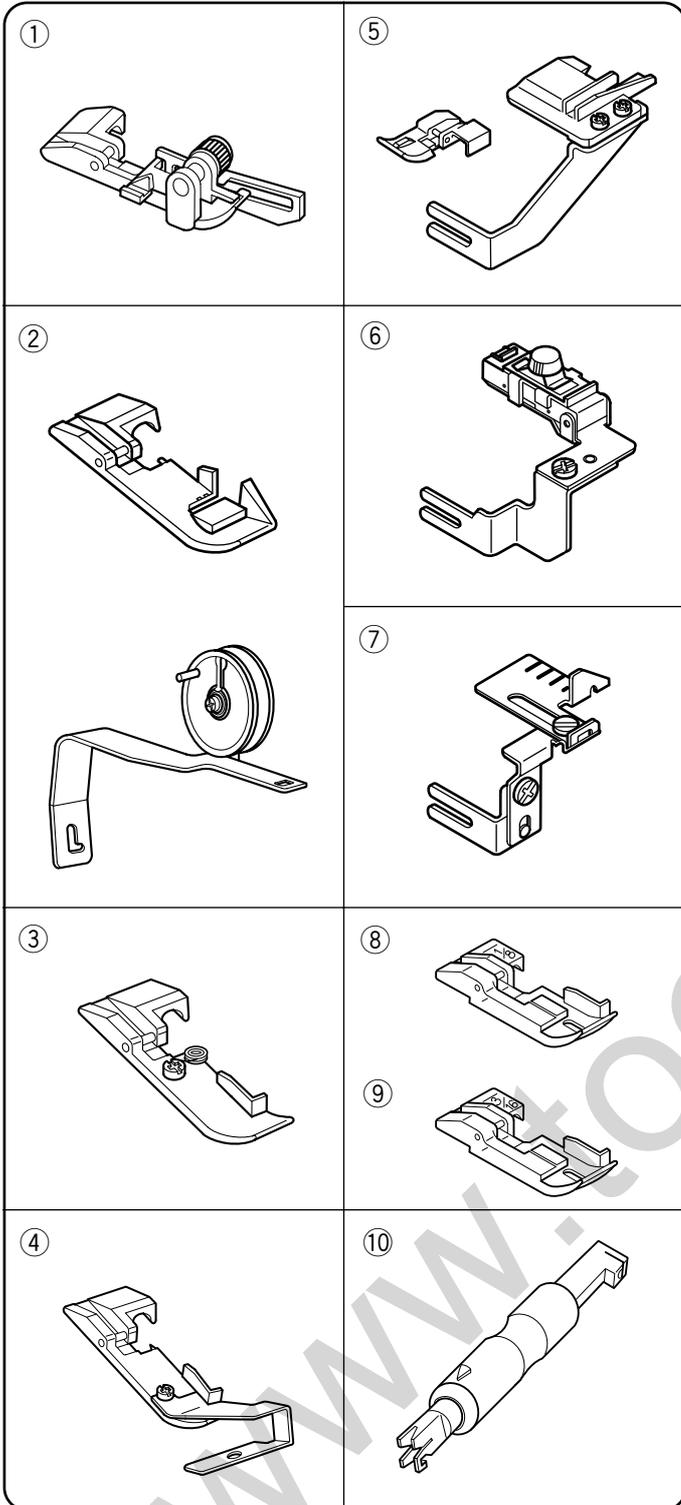
## Carrying the Machine

Put your fingers into the hole of the rear arm as illustrated.



**Troubleshooting**

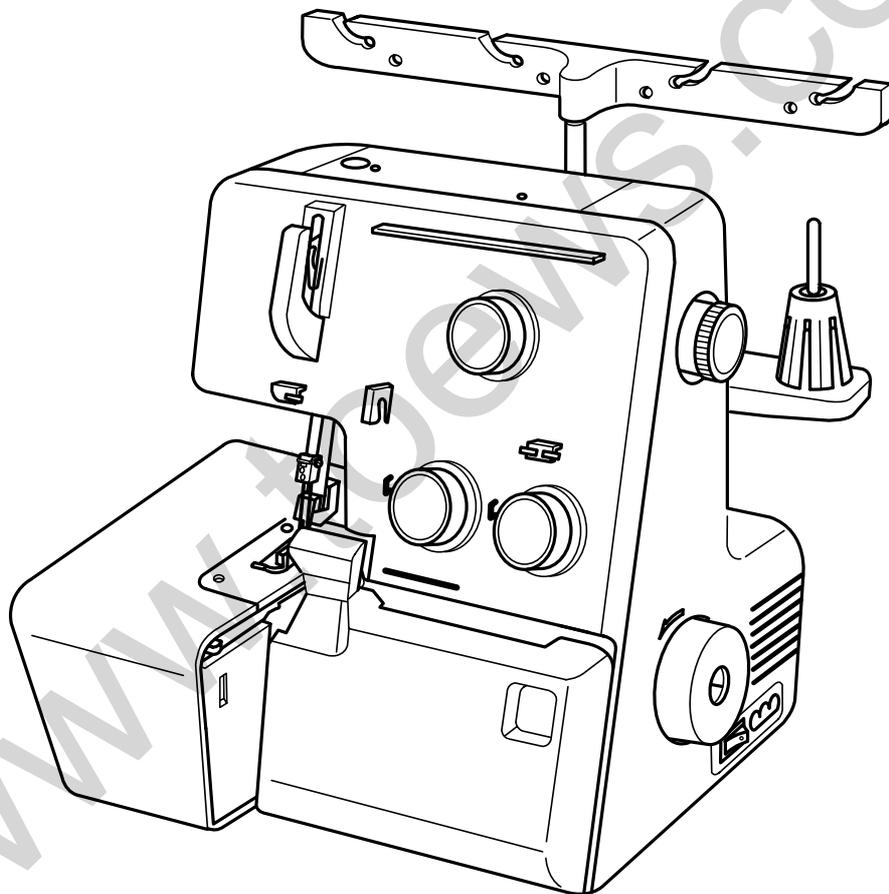
<b>Condition</b>	<b>Cause</b>	<b>Reference</b>
<b>The fabric is not being fed smoothly.</b>	<ol style="list-style-type: none"> <li>1. The feed dog is packed with lint.</li> <li>2. The presser foot has been raised.</li> </ol>	See page 35. Lower the presser foot.
<b>The needle breaks.</b>	<ol style="list-style-type: none"> <li>1. The needle is incorrectly inserted.</li> <li>2. The needle is bent or blunt.</li> <li>3. The fabric is forcedly pulled.</li> </ol>	See page 8. See page 8. Pull the fabric lightly.
<b>The thread breaks.</b>	<ol style="list-style-type: none"> <li>1. The machine is not correctly threaded.</li> <li>2. The needle or looper thread tension is too tight.</li> <li>3. The needle is incorrectly inserted.</li> <li>4. The needle is bent or blunt.</li> </ol>	See pages 14 ~ 23 and 26. See pages 27, 29, 30, 32, 33. See page 8. See page 8.
<b>Skipped stitches</b>	<ol style="list-style-type: none"> <li>1. The needle is bent or blunt.</li> <li>2. The machine is not correctly threaded.</li> <li>3. The needle is incorrectly inserted.</li> </ol>	See page 8. See pages 14 ~ 23 and 26. See page 8.
<b>The seam is not sewn neatly.</b>	<ol style="list-style-type: none"> <li>1. The needle and/or looper thread tensions are not correctly adjusted.</li> <li>2. The machine is not correctly threaded.</li> <li>3. The needle and/or the thread are not suitable for the fabric being sewn.</li> <li>4. The thread is not between the tension discs.</li> </ol>	See pages 27, 29, 30, 32, 33 See pages 14 ~ 23 and 28. See pages 28, 29, 32, 33. See pages 17, 20, 21.
<b>Seam puckering.</b>	<ol style="list-style-type: none"> <li>1. The needle or looper thread tension is too tight.</li> <li>2. The machine is not correctly threaded.</li> </ol>	See pages 27, 29, 30, 32, 33. See pages 14 ~ 23 and 26.
<b>The machine does not operate.</b>	<ol style="list-style-type: none"> <li>1. The machine has not been plugged in firmly.</li> <li>2. The power switch is turned off.</li> </ol>	See page 5. See page 5.
<b>The fabric is not cut neatly.</b>	<ol style="list-style-type: none"> <li>1. The position of the upper knife is not adjusted properly.</li> <li>2. The upper knife is dull.</li> </ol>	See page 34. Replace the upper knife. (See page 34.)



①	Blind stitch foot	Use to blind stitch a cuff or a skirt.
②	Taping foot with tape reel	Use for sewing tape on a shoulder or armpit line to protect from stretching or to decorate. Works well with the taping foot or the cording foot.
③	Cording foot (1)	Use to sew decorative cording.
④	Cording foot (2)	Use to sew decorative cording.
⑤	Beading attachment	Use for decorating cloth, wide cord decoration, cording, etc.
⑥	Elastic gathering attachment	Use for elastic taping, decorative taping, etc.
⑦	Cloth guide	Use to help you create a constant-width seam allowance and when doing flat-lock and pintuck sewing.
⑧	Piping foot (1/8")	Use to pipe the edge of a sewing article to decorate or strengthen.
⑨	Piping foot (3/16")	
⑩	Needle threader	For easy threading and changing needle.

- ① 200-203-104
- ② 200-204-208
- ③ 200-207-108
- ④ 200-208-109
- ⑤ 200-214-108
- ⑥ 200-218-102
- ⑦ 200-216-100
- ⑧ 200-219-103
- ⑨ 200-220-107
- ⑩ 200-254-605

# INSTRUCTION BOOK



## My Lock 213

www.toews.com