



**AMERICAN SPECIALTIES, INC.**  
441 Saw Mill River Road, Yonkers, NY 10701  
(914) 476.9000 • (914) 476.0688  
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**MODEL №:** 8374

**ISSUED:** 17 JUN 2017

**REVISED:** 17 AUG 2020

## AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 1 of 7)

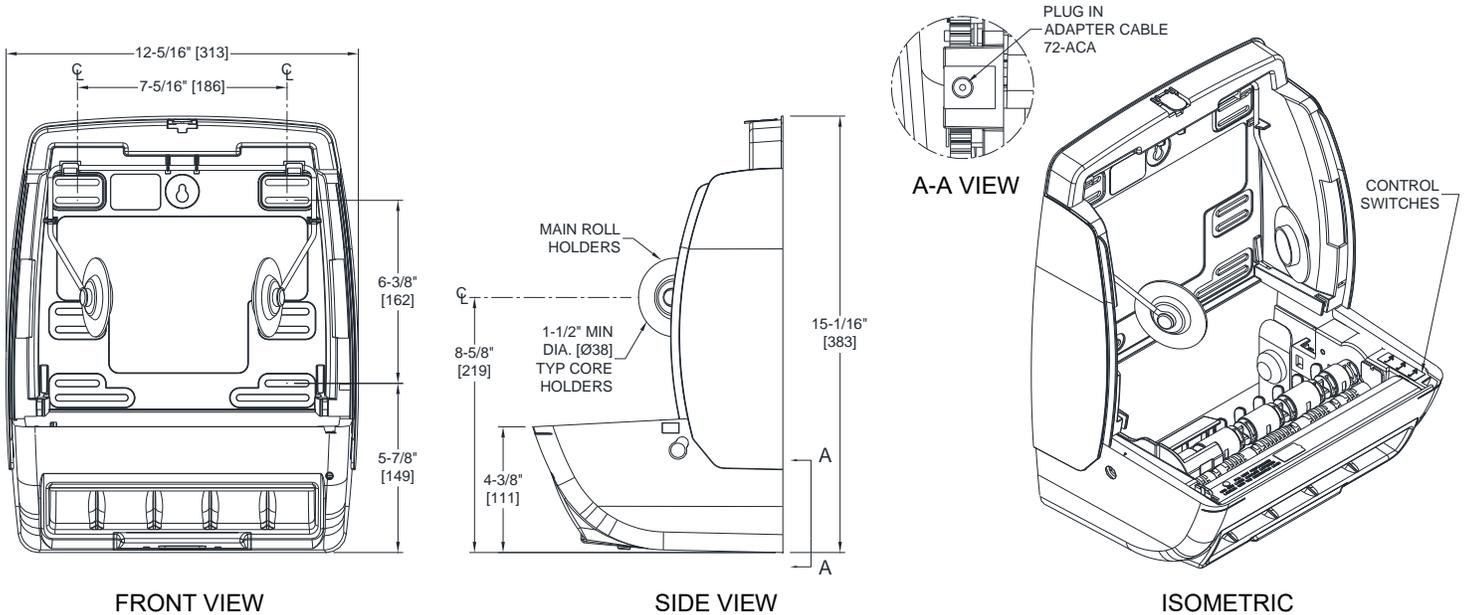


Fig. 1

**NOTE:**

ALL DIM'S INCH [MM]

ILLUSTRATION FOR REF ONLY AND NTS

Designed for maximum sanitary use, the 8374 Automatic Roll Towel Mechanism automatically provides the user with a measured amount of untouched paper towel. The positioning of a hand underneath the center bottom of the dispenser activates the unit to dispense a pre-set amount of paper as per option control settings on mechanism. The mechanism is designed to accept standard, hardwound paper towel rolls up to 8" diameter [Ø203] x 8" [203] wide up to 800 feet [244 m] long and one 8" [203] wide stub roll up to 4" diameter [Ø102].

Prior to beginning next assembly sequence, decision to use batteries or AC operation must be confirmed. If battery operation is desired, proceed to next step. If AC power is desired, a qualified electrician must provide 100~240 VAC, 50/60 Hz to utility duplex box provided as original configuration or as added for conversion using kit 72-ACA-CK (page 4), prior to proceeding with mechanism installation.



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## AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 2 of 7)

### MECHANISM MOUNTING INSTRUCTIONS

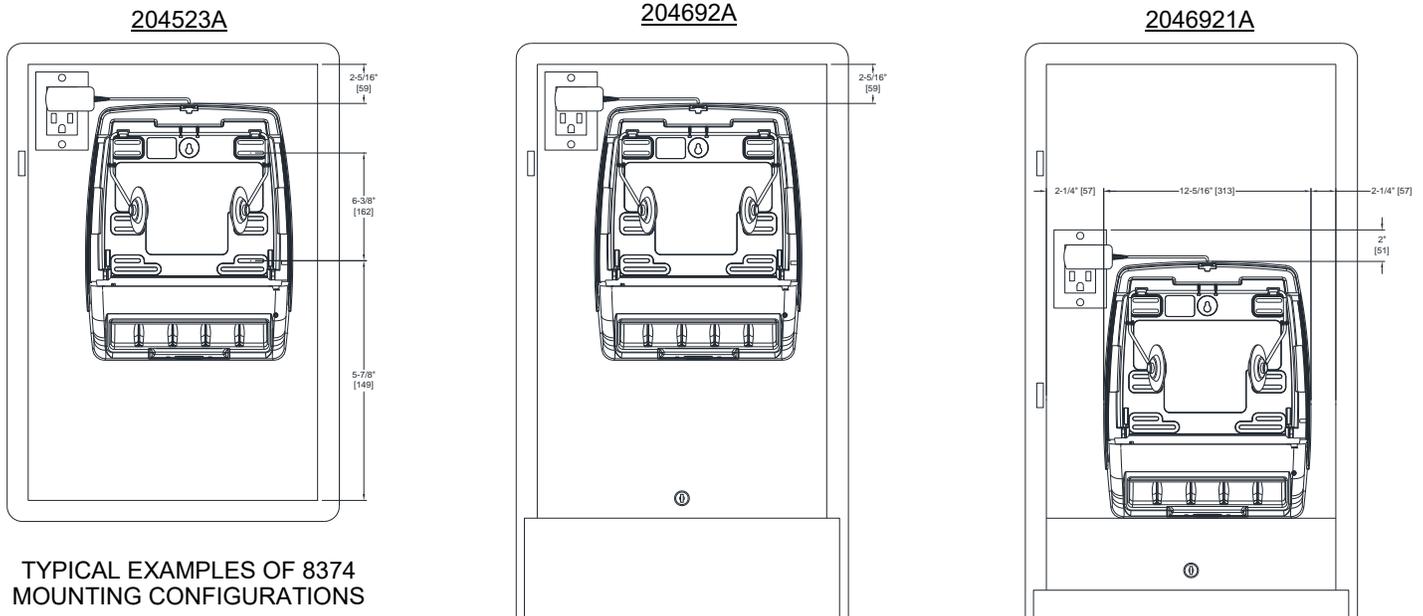


Fig. 2

1. Install cabinet as per corresponding cabinet's technical data sheet (TDS). If mechanism is already inside the cabinet, you may need to remove the mechanism first to have better access to the cabinet mounting holes.
2. Open cabinet door. **For AC (plug-in) operation, go to next page.**
3. If using mechanism for battery operation, install/re-install 8374 mechanism with four (4) 1/4"- 20 x 3/8" Philips pan-head screws through slots marked into tapped holes in cabinet back and continue onto step 4 below.
4. The battery compartment is located at the front lip of the mechanism (Fig. 3). The cover to the battery compartment is removed by pushing the left hand tab inward and lifting up.
5. Insert four (4) D-size, **alkaline** batteries labeled with an LR-20 designation as shown in the graphics engraved inside the battery compartment.

**Note:** Do not mix different brands, use rechargeable batteries or mix old with new batteries.

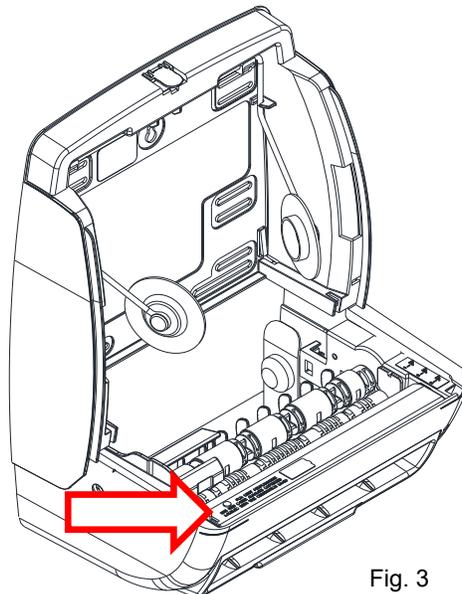


Fig. 3



**AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 3 of 7)**

**AC ADAPTER INSTALLATION**

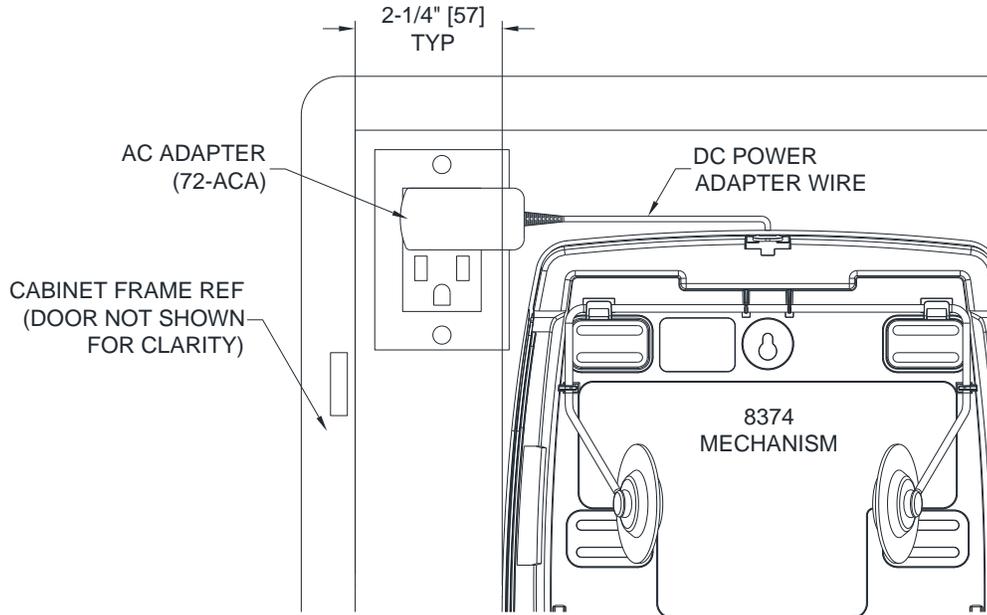


Fig. 4

**NOTE:**  
ALL DIM'S INCH [MM]  
ILLUSTRATION FOR REF ONLY AND NTS

1. Feed adapter DC plug wire through opening at top of mechanism frame and down side channel.
2. Plug adapter into matching socket located (when viewed from rear) on bottom left hand side of mechanism housing base (Fig. 5).

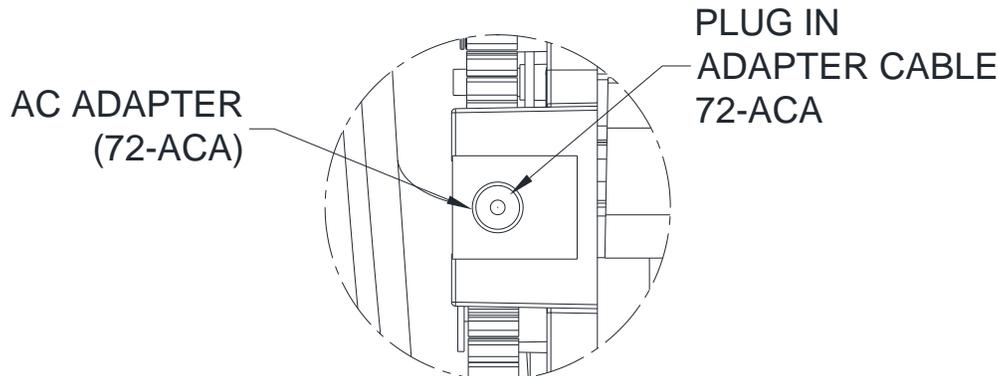


Fig. 5

3. Rest AC adapter inside unit and feed any excess wire into mechanism housing, leaving just enough to reach outlet.
4. Install/Re-install 8374 mechanism with four (4) 1/4"- 20 x 3/8" Philips pan-head screws through slots marked into tapped holes in cabinet.
5. Ensure there are **NO BATTERIES** in the battery compartment.
6. Plug AC adapter into powered duplex outlet.



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## **AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 4 of 7)**

### **CONVERTING FROM BATTERY OPERATION TO AC OPERATION INSTRUCTIONS**

All ASI units with Automatic Dispensing Mechanisms come furnished with the electrical utility box mounting holes and knockout holes. Whether originally equipped for battery usage or outfitted with the AC conversion from the factory, the cabinet enclosure is the same. Therefore, no alterations are required in the field if converting at a later date. The location of the electrical outlet is shown on the Technical Data Sheet of the corresponding (-AC) version, i.e. #8523A (battery) converts to #8523AC (100-240V electrical). The TDS sheets will also include the proper electrical supply requirements to be installed to the utility box by a licensed electrician. These TDS sheets can be found and printed off the ASI website (<http://www.americanspecialties.com>).

The ASI Conversion Kit (Part# 10-72-ACA-CK) includes:

- 10-72-ACA AC/DC TRANSFORMER 100-240V AC
  - 10-0780000660 UTILITY BOX – SEAMLESS STEEL, DUPLEX
  - 10-0780000864 COVER, FORMED STEEL, DUPLEX
  - 10-0780002711 CONNECTOR ELECTRIC
  - 10-07800CR15W RECEPTACLE, DUPLEX, 15A
1. The supplied electrical utility box is fastened with two (2) #8 - 32 x 3/8" pan-head screws (supplied) into the threaded weld nuts provided in the cabinet enclosure (see Fig. 4).
  2. A licensed electrician can install the remaining industry standard components to the electrical supply per local codes.
  3. The AC/DC transformer wire jack end is plugged into a socket located in the lower right corner of the towel mechanism unit (when viewed from front). The socket is hidden facing to the back (Fig. 5). Loosen the towel mechanism mounting bolts slightly and tuck the loose wire inside the hollow plastic frame of the mechanism, up the right side, across the top to where the transformer is plugged into the electrical outlet. This will keep it from getting tangled in the towel rolls during operation. Retighten mounting screws and remove all installed batteries before electric power is supplied .



**AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 5 of 7)**

**PAPER ROLL LOADING & STUB ROLL FEATURE INSTRUCTIONS**

**Single Roll Loading**

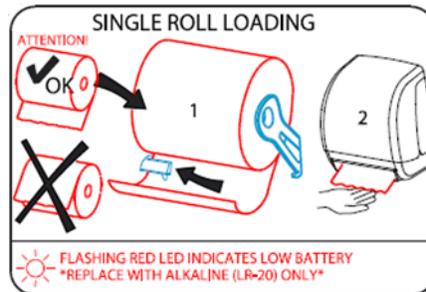


Fig. 6

1. Place roll onto wire holders. Paper is to be loaded with paper end unwinding from the back of the roll as shown in Fig. 6 above.
2. Paper end is then placed under the transfer bar arm as identified by arrow in Fig. 6, step 1 above.
3. Close and lock the cabinet door. The LED indicator light located at the top right corner of the paper chute will flash one time to indicate the unit is powered up and ready to dispense. Test dispenser.

**Automatic Transfer (Stub Roll) Loading**

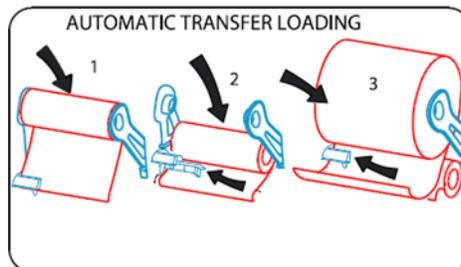


Fig. 7

1. Transfer 4" diameter [Ø102] (or smaller) stub roll from wire holders (Fig. 7, step 1) without removing paper from rollers to the stub roll holders located in the bottom back of the mechanism and the Stub Roll Paper Monitor must be positioned over the stub roll paper web without any wrinkles in the web, as indicated by arrow in Fig. 7, step 2 above.
2. Install new full paper roll into wire holders (Fig. 7, step 3) with paper end unwinding from the back of the roll and place the paper end on **TOP** of the Stub Roll Paper Monitor & **UNDER** the transfer bar arm as shown in Fig. 7, step 3 above. Paper from the new roll will automatically feed when the stub roll of paper runs out.



**AUTOMATIC ROLL TOWEL MECHANISM OWNER'S MANUAL (Pg 6 of 7)**

**MECHANISM CONTROL SETTINGS**

**ADJUSTMENT SWITCH SETTINGS**

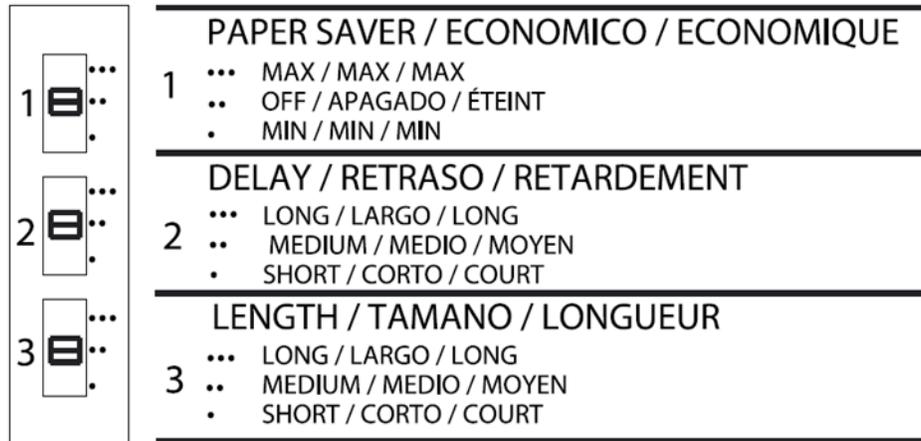


Fig. 8

There are three (3) three-position switches available to customize the control system (Fig. 8). These switches are on the right, inside corner of the mechanism. Once the cabinet door is closed, and the paper is loaded correctly, the unit is ready to dispense at the factory default settings: normal dispense mode, nominal 12" [305] paper length, and a 1 second delay between dispenses. **NOTE: It may take about 3 dispenses for the mechanism to self-adjust to the nominal paper length.**

Switch #1 allows for the selection of a unique, patent pending Paper Saving dispense control method. In this method, any dispense that occurs within 3 seconds of a previous dispense will result in a sheet dispense length that is shorter than the initial dispense. In the Maximum Paper Saving position (MAX), the second sheet will be 25% shorter than the initial dispense. In the Minimum Paper Saving position (MIN), the second dispense will be 12% shorter than the initial dispense.

Switch #2 allows for three different time delays between dispenses. The three preset options are 3 (LONG), 2 (MEDIUM), and 1 (SHORT) second time delay.

Switch #3 allows for three different sheet dispense lengths to be chosen: nominal 15" [381] (LONG), nominal 12" [305] (MEDIUM), or nominal 9" [229] (SHORT).



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### TROUBLESHOOTING

SYMPTOM	DIAGNOSTICS & SOLUTIONS
Unit will not activate at all	<ul style="list-style-type: none"><li>• Make sure batteries (if using) are in the battery compartment and in the correct configuration as shown in the graphics engraved inside the battery compartment.</li><li>• Make sure AC plug is plugged into one of the utility box outlets and Ø2 plug is fully engaged into socket (see Figs. 4 and 5) on rear of the mechanism &amp; verify that 100-240VAC is provided to duplex outlet.</li><li>• Clear any/all obstructions that are too close to the unit (within 12" [305] of any side).</li></ul>
Unit runs but paper does not dispense	<ul style="list-style-type: none"><li>• Make sure the paper is set up correctly in the mechanism (see page 5 - Paper Roll Loading &amp; Stub Roll Feature Instructions).</li></ul>
Unit runs continuously or cycling on/off	<ul style="list-style-type: none"><li>• Ensure there are no intermittent power surges on the AC line from other equipment on same circuit. (AC operation)</li></ul>
LED indicator light flashing continuously (approx. every 1.5 seconds)	<ul style="list-style-type: none"><li>• Low battery indicator. Replace batteries.</li></ul>
Automatic stub roll transfer does not start new roll	<ul style="list-style-type: none"><li>• Check and/or reposition Stub Roll Paper Monitor arm and transfer bar arm.</li><li>• Eliminate any wrinkles in the paper web.</li></ul>