




BES-940,941,1240,1241,960,961,962,963 1260,1261,1262,1263

For Technical Assistance Please Call Toll Free 1-877-4BROTHER


CAP to TUBULAR


With the power to the machine ON.

- 1) Remove the Phillip's head or thumbscrew (J) on the side of the cap drive system.
- 2) Pivot the arm bracket lever (K) up and slide the bracket (H) to the right and remove from the pantograph (M).
- 3) Loosen the black knob (G) and slide the pivot bar (F) out of the lower arm.
- 4) Remove the two outer black thumbscrews (D) and lift cap driver system off the location pins (C) and slide it forward off machine arm. *Note: You should store all the parts removed on the driver for safekeeping.*
- 5) Move the needle case to needle #1 using the needle select buttons .
- 6) Remove the cap needle plates (A) and replace with the flat needle plates.
- 7) Manually lower all presser feet by using the lever on the right of each head.
- 8) Turn the pulley in the direction of the arrow to 200 degrees.
- 9) Loosen the screw that secures the presser foot (B) and adjust the height to the thickness of two business cards or a credit card from the hole in the needle plate, then re-tighten screw.
- 10) Turn the pulley *backwards* to 100 degrees or stop position.
- 11) Switch the machine to tubular mode.

Computer model – On the computer left click on Settings, Embroidery Hoop, Tubular (All).

Stand Alone – Use the flat/cap switch on the panel to switch to flat.

- 12) Turn machine off for 5 seconds and power back on. It will ask you to confirm canceling the sewing data if using a stand-alone machine by pressing the  key.

- 13) Place the tubular arms onto the machine using the clasps and secure to the pantograph. This can be made easier by moving the pantograph to the back of the machine by pressing the down arrow .

