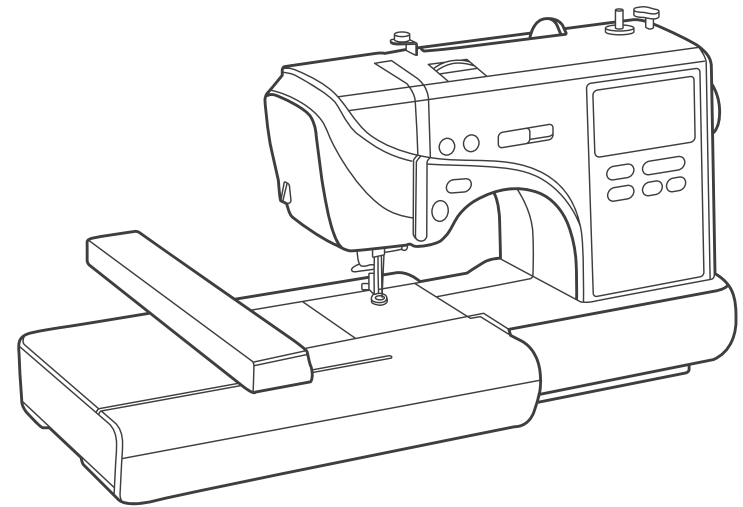




YouTube

Quick Guide

Embroidery Machine



EOC03 Series

It is recommended that beginners to test refer to the Quick Guide first, and any questions please feel free to contact us.

⚡ Security

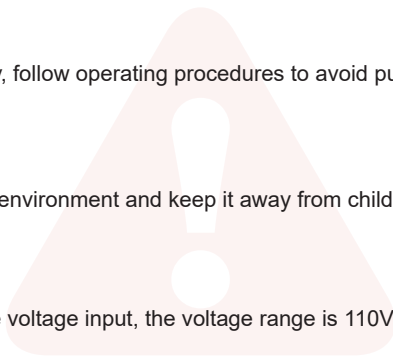
Please safely use electricity, follow operating procedures to avoid puncturing needles.

🌿 Environment

Place the machine in a dry environment and keep it away from children.

🔌 Voltage

The machine supports wide voltage input, the voltage range is 110V to 240V.



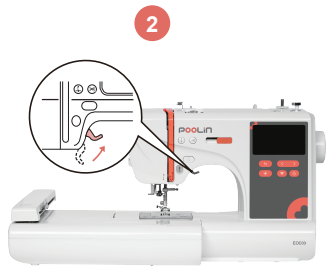
Check out the video to set up the machine. Wrong settings may cause the machine to stop working.



Before threading and installing the embroidery frame, please ensure the machine is in the following state:



Turn off the power



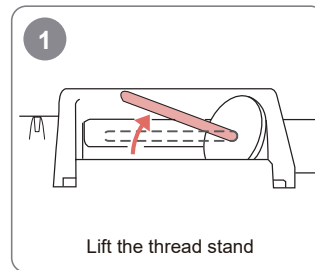
Raise the presser foot for proper threading



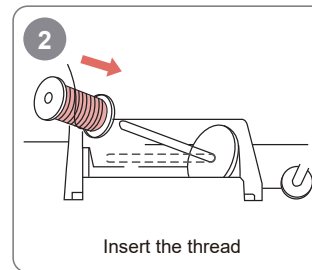
Reset the handwheel to ensure the needle in the highest point

! Tips: Please make sure to lift the presser foot before threading

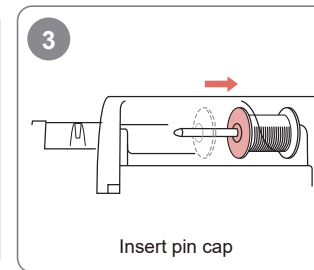
! Tips: After threading, pull the thread to confirm whether the thread feeding is smooth



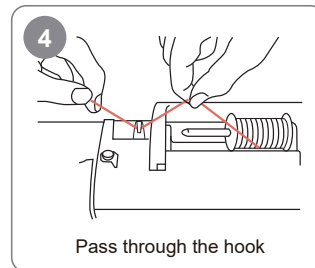
Lift the thread stand



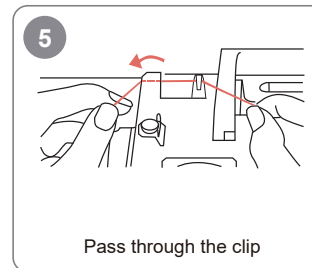
Insert the thread



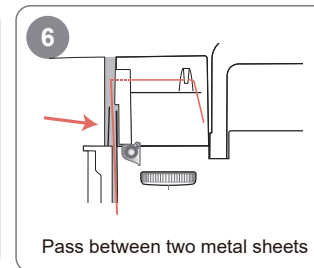
Insert pin cap



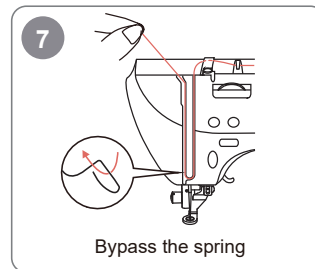
Pass through the hook



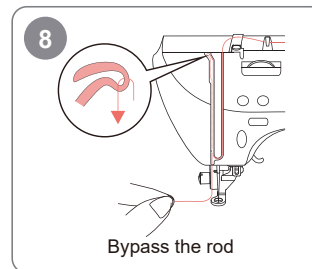
Pass through the clip



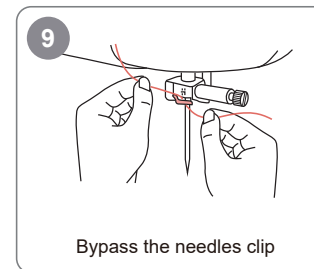
Pass between two metal sheets



Bypass the spring



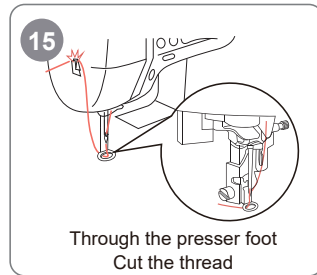
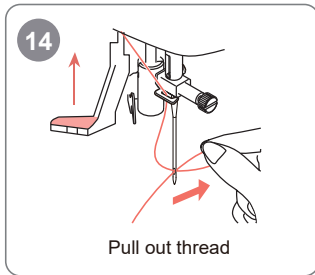
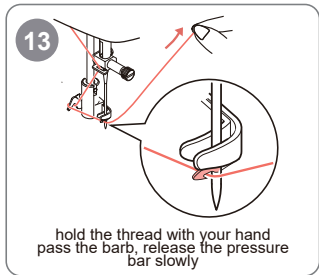
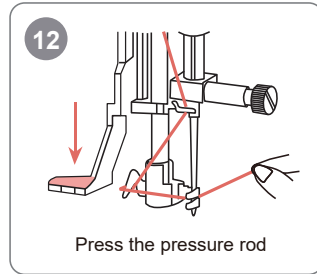
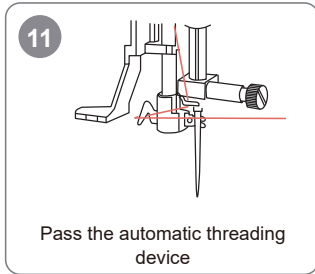
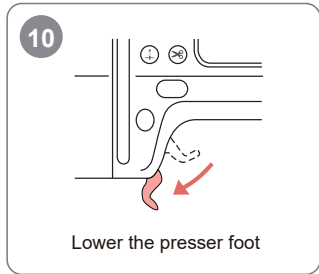
Bypass the rod



Bypass the needles clip

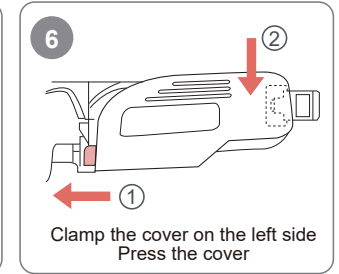
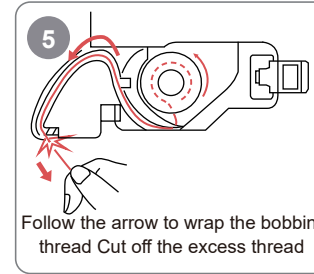
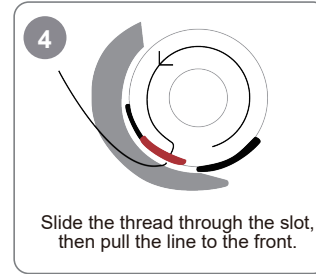
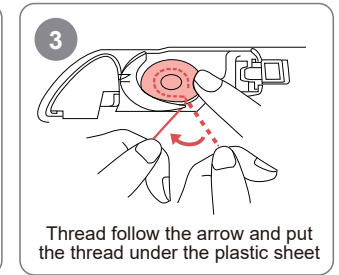
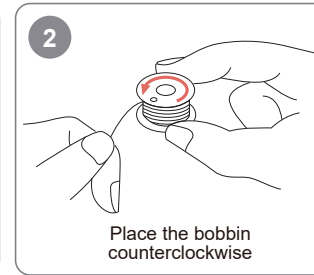
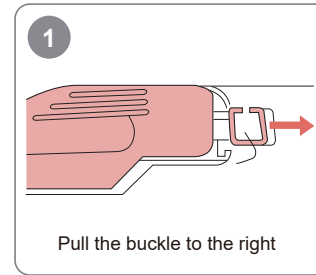
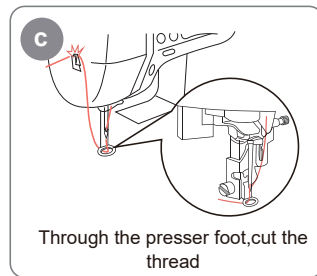
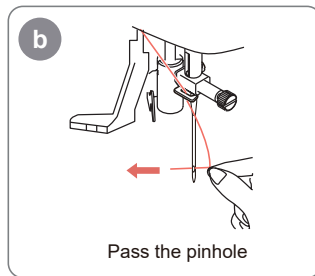
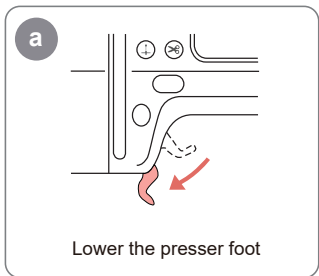


Tips: Step 7: Pull the thread upwards, pass through the elastic hook, and pull it.
Step 8: The thread pass through the upper hook.



If you use manual threading, follow step

a b c



Tips: We have prepared a prewound bobbin, which is installed inside the machine.

1 Install the embroidery unit

2 Loosen the screw
Remove the frame

3 Install backing stabilizers and fabric

4 Clamp frame

5 Straighten the fabric and tighten the screw

6 Lift the presser foot
Install the frame

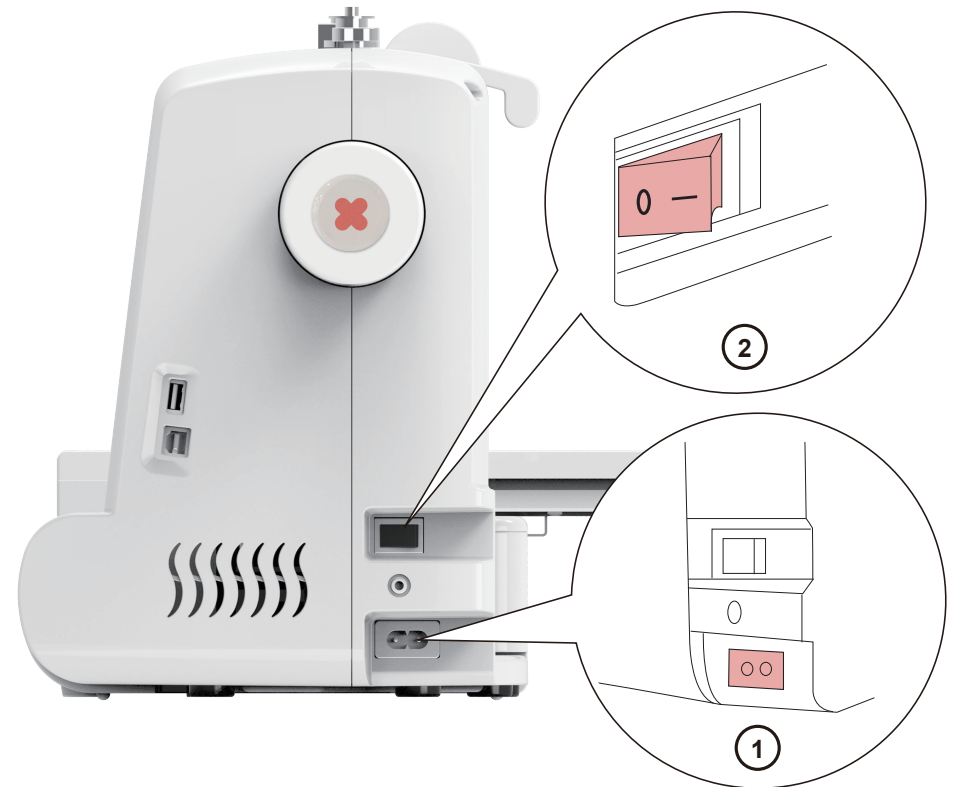
fabric is not straight

fabric is straighten

Tips:

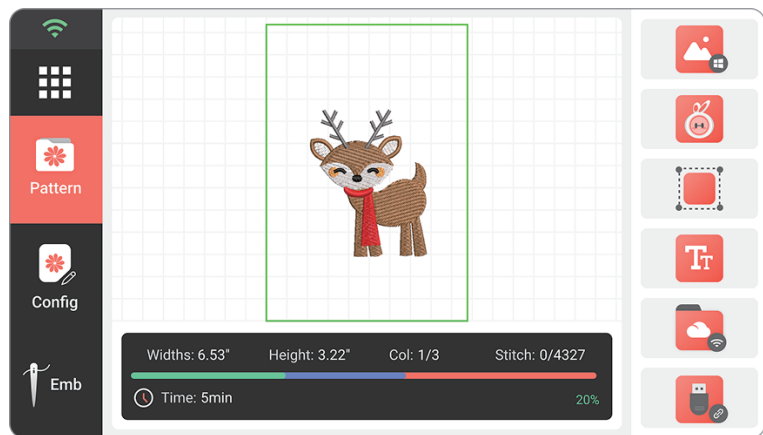
1. For better installation, loosen the screws first.
2. Please place a layer of backing stabilizer under the fabric.
3. Place fabric and backing inside the frame. Make sure the fabric is straighten.


- 1** Plug in
- 2** Press the switch button



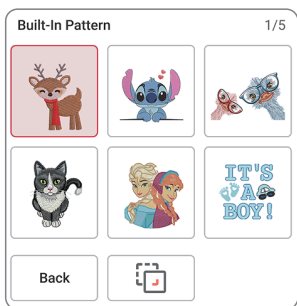
Choose the pattern

7



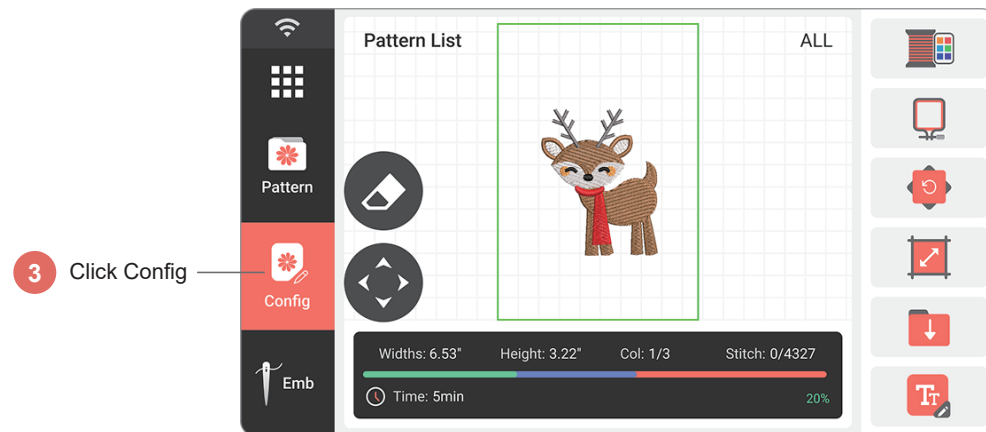
- 1  Click built-in pattern

- 2 Choose a pattern

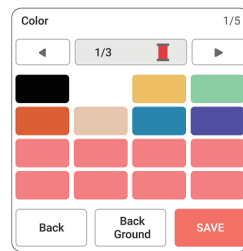



Config the pattern

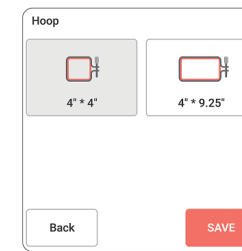
8

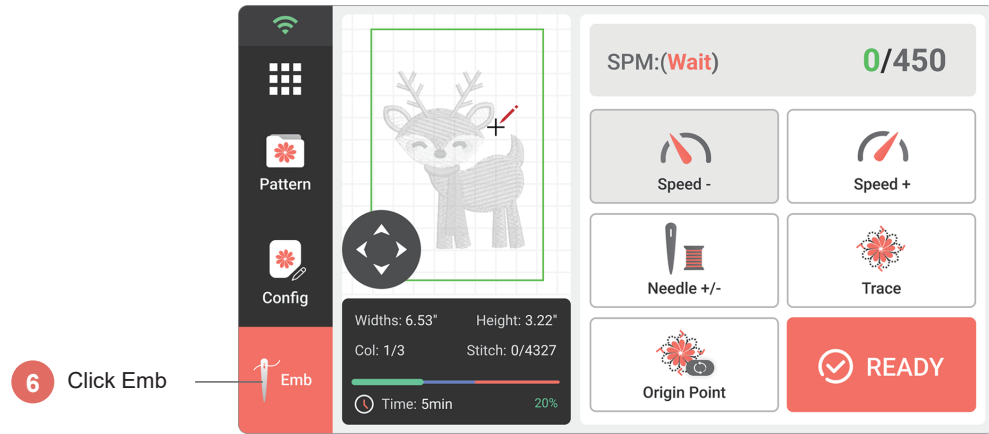


- 4  Choose the color

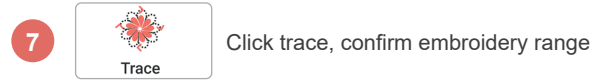



- 5  Choose the corresponding frame










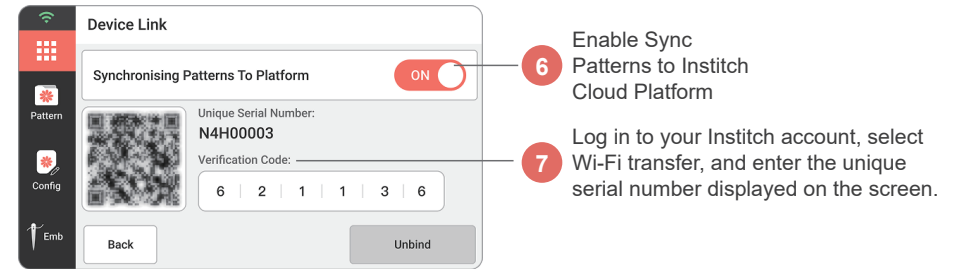
6 Click Emb



9 Put down the presser foot, click the start button  on machine

After successful binding, patterns will automatically sync to the Institch Cloud Platform. You can manage patterns remotely or send them to the device for real-time syncing and transfer. Please make sure the file is in DST or DSB format. For more information, visit: Institch.com

- 1 Tap  2 Tap Device Connection 
- 3 Tap Wi-Fi Settings 
- 4 Choose a network from the list. Once connected, the current network status will be displayed. 
- 5 Tap Device Connection 



- 6 Enable Sync Patterns to Institch Cloud Platform
- 7 Log in to your Institch account, select Wi-Fi transfer, and enter the unique serial number displayed on the screen.



Q Facebook: [Institch Doodle Digitizing](#)

Warranty

Not Covered Under This Limited Warranty

1. Force majeure, natural disaster
2. Any product that has been used, altered, or modified without approval from us
3. Parts, supplies, or accessories not supplied by our company
4. Damage/defects caused by failure to attend corresponding training, improper, installation, digitizing, or other misuse
5. Used machines purchased from others
6. External factors such as environment, maintenance neglect, or electrical supply problems

Product model _____

Buyer name _____

Product date _____

Buying platform _____

Contact Us

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 +86 18712133733

 Poolin Embroidery Machine

 Poolin Official User Group