

!! IMPORTANT MESSAGE !!

It is very important that you watch the DVD and read this **Quick Reference Guide** to insure proper set up of your sewing machine.

USA customers only



Should you experience problems with your product, please read the Operation Manual or the Quick Reference Guide first, before returning your product to the place of purchase. Brother International Corporation is committed to providing the assistance necessary to ensure the Brother product you purchased meets your expectations.

For assistance or to find the address of your nearest Service Center, please call: 877-Brother (276-8437).

Further information is also available at our Brother Solutions Center site at <http://solutions.brother.com>

To register your product online and enter for your chance to win \$1,000, please visit www.brother-usa.com/Registermybrother



Please retain this sheet for future use. We are here to help you.

!! MENSAJE IMPORTANTE !!

Es muy importante que vea el DVD y lea esta **Referencia rápida** para garantizar la configuración correcta de su máquina de coser.

Únicamente clientes de Estados Unidos



Si experimenta problemas con su producto, lea el Manual de operación o la Referencia rápida antes de devolver su producto al lugar de adquisición. Brother International Corporation se compromete a ofrecer la asistencia necesaria para asegurar que el producto Brother adquirido satisfaga sus expectativas.

Para ayuda, o para encontrar la dirección del Centro de servicio más cercano, llame a: 877-Brother (276-8437).

También podrá encontrar más información en nuestro Centro de soluciones Brother, cuyo sitio es: <http://solutions.brother.com>

Para registrar en línea su producto y tener la posibilidad de ganar 1.000 dólares, visite www.brother-usa.com/Registermybrother



Conserve esta hoja para uso futuro. Estamos aquí para ayudarle.

XE5240-201

Solution Center

To eliminate unnecessary repairs, listed below are common problems and possible solutions. Please refer to your instruction manual for further instructions.

Needle Breaks

Needle is inserted incorrectly
Needle clamp screw is loose
Bent needle is being used
Upper threading is not correct
Upper thread tension is set too tight/high
Needle and/or thread for fabric being sewn is not correct
Material pulled and/or moved excessively during sewing

Upper Thread Breaks

Upper thread is not correct
Upper thread tension is set too high/tight
Upper thread is too large for the needle eye

Lower Thread Breaks

Lower thread may be entangled in shuttle
Lower thread tension is set too tight/high
Lower threading is not correct

Loops on Top or Bottom of Fabric Form During Sewing

Upper or lower thread tension not set correctly
Upper threading is not correct
Incorrect bobbin being used

Material Tends to Pucker During Sewing

Upper or lower thread tension is set too high/tight
Upper threading is not correct
Thread may be caught or is catching on something
Lower thread is unevenly wound on bobbin
Incorrect bobbin being used

Skips Stitches

Needle is not sharp and/or straight
Needle is inserted incorrectly
Needle and/or thread for fabric being sewn is not correct
Upper threading is not correct
Lint and/or debris caught on underside of needle plate

Machine Runs Slow and/or Noisy

Machine may require cleaning or lubrication
Lint and/or debris may be caught in the shuttle and/or feed dog assemblies

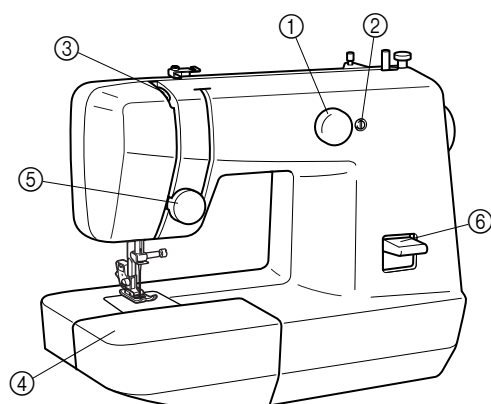
Bobbin is Wound Incorrectly

Use a small pair of scissors to remove thread

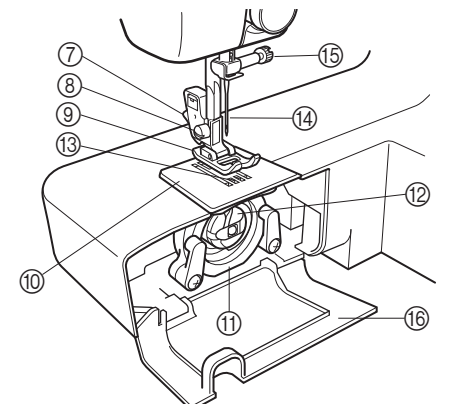
Brother International Corporation recommends the use of genuine parts and supplies and proper maintenance to keep your product running smoothly. Many of our resellers carry genuine Brother parts, accessories and supplies. If you are unable to locate these items, please visit us online at www.brothermall.com.

Quick Reference Guide Knowing Your Sewing Machine

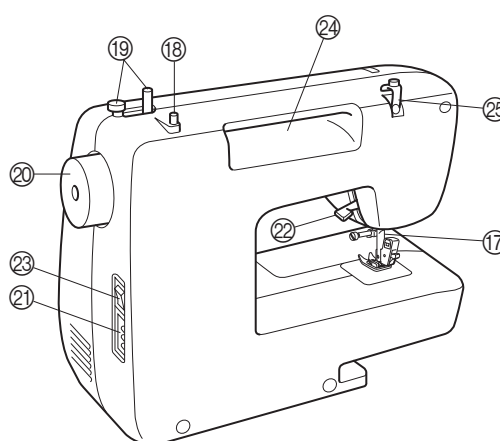
Name of Machine Parts and Their Functions



- ① **Pattern Selection Dial**
Choose from 10 different stitches
- ② **Buttonhole Fine-Adjusting Screw**
For use if the stitching on the two sides of the buttonhole do not appear uniform
- ③ **Thread Take-up Lever**
Guide thread through the lever from right to left
- ④ **Flat Bed Attachment with Accessory Storage**
For easy storage of included accessories
- ⑤ **Upper Tension Control Dial**
This controls the tension of the upper thread
- ⑥ **Reverse Sewing Lever**
To sew in reverse

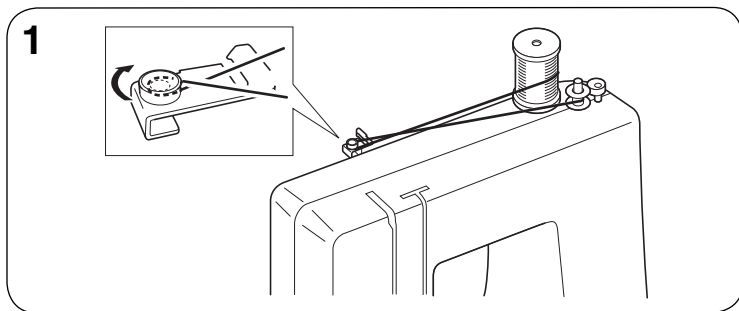


- ⑦ **Presser Foot Holder Assembly**
- ⑧ **Presser Foot Screw**
- ⑨ **Presser Foot (Zigzag)**
- ⑩ **Needle Plate**
- ⑪ **Shuttle Hook**
- ⑫ **Bobbin Case**
- ⑬ **Feed Dogs**
- ⑭ **Needle**
- ⑮ **Needle Clamp Screw**
- ⑯ **Shuttle Cover**

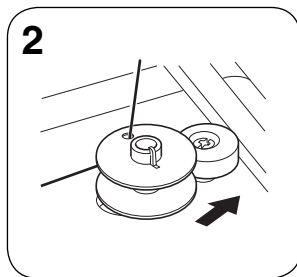


- ⑰ **Thread Cutter**
- ⑱ **Spool Pin**
Pull up on spool pin to level thread
- ⑲ **Bobbin Winder**
Place unfilled bobbin on winder
- ⑳ **Handwheel**
Use for lower threading
- ㉑ **Foot Controller Jack**
Insert plug in jack to operate foot controller
- ㉒ **Presser Foot Lever**
Used to raise and lower the presser foot
- ㉓ **Main Power/Sewing Light Switch**
Turns your machine/sewing light on
- ㉔ **Built-in Handle**
Ideal for easy and efficient transporting
- ㉕ **Thread Guide/Bobbin Winding Pre-tension Disc**
Used when winding the bobbin and then threading the machine

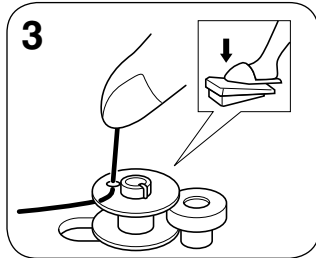
Winding the Bobbin



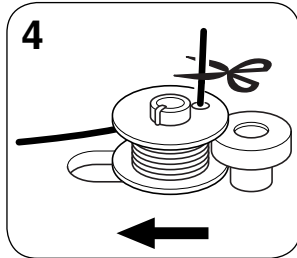
1 Pull up on the thread spool pin to lengthen the height. Place the thread spool on the pin and pass the thread around the bobbin winder pre-tension disc.



2 Pass the thread through the hole on the bobbin from inside. Use upper hole, not both. Place on bobbin shaft and slide to the right.



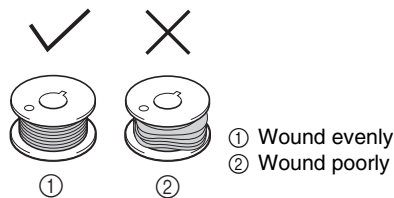
3 While holding the end of the thread, press the foot controller to begin winding the thread. Cut the thread from the top and proceed winding.



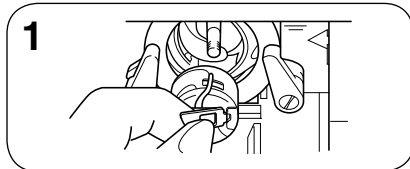
4 When the bobbin starts to spin slowly and becomes full, release the foot controller. Cut the thread, slide the bobbin winding shaft to the left and remove the bobbin.

CAUTION

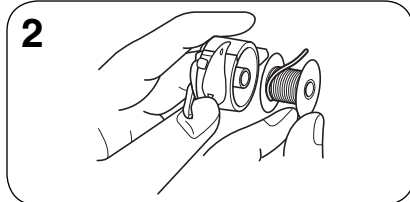
Not winding the bobbin properly may cause the thread tension to loosen, and may break the needle.



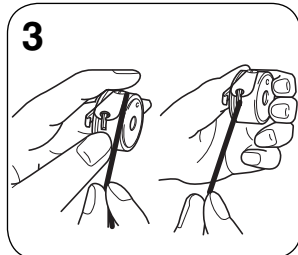
Inserting the Bobbin



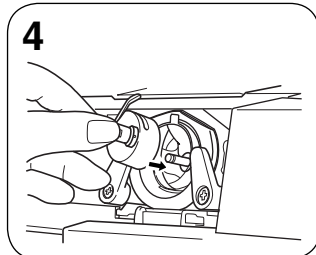
1 Raise the needle to its highest position and remove the bobbin case by pulling the latch.



2 Hold the bobbin case as shown. Insert the bobbin with the thread coming from the bottom toward the top and the thread tail hanging out of the bobbin case.

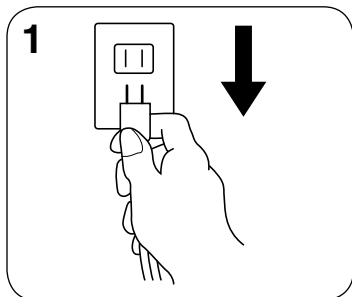
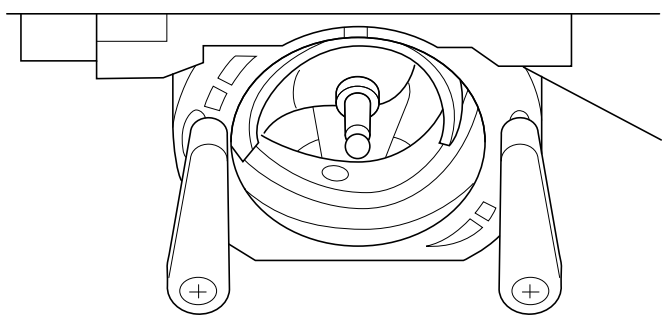


3 Pull the trailing thread through the slot, down and to the left, until it enters the delivery eye under the tension spring. **CAUTION:** Make sure you set the bobbin so the thread unrolls in the right direction. If the thread unrolls in the wrong direction, it may cause the thread tension to be incorrect or break the needle.

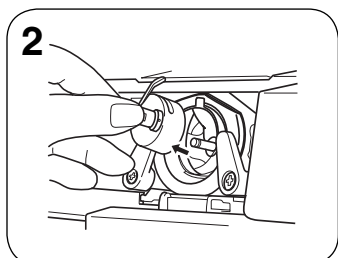


4 Holding the bobbin case by the latch, align your finger with the top opening of the shuttle race, insert the case into the shuttle race and release the latch.

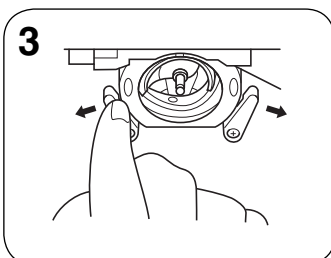
Cleaning the Bobbin Case



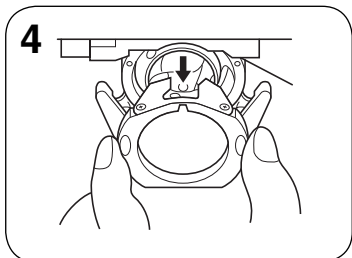
1 Remove the power plug from the outlet.



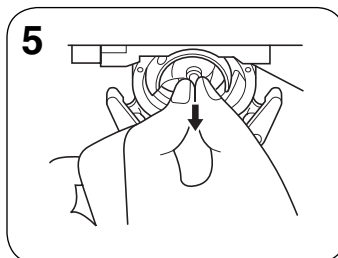
2 Raise the needle to its highest position, pull the latch and remove the bobbin case.



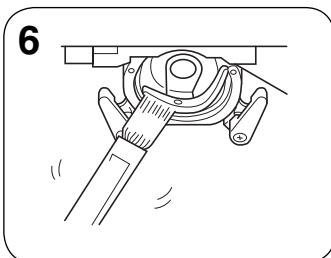
3 Slide the latch levers out from the retaining ring.



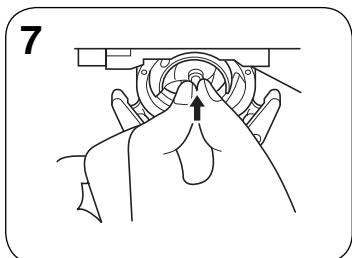
4 Remove the retaining ring.



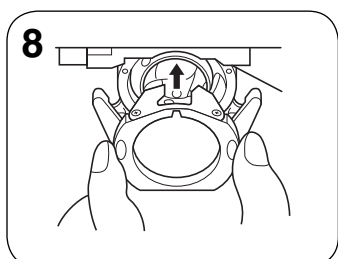
5 Remove the hook by grasping the center post and pulling out. Note its position related to the driver.



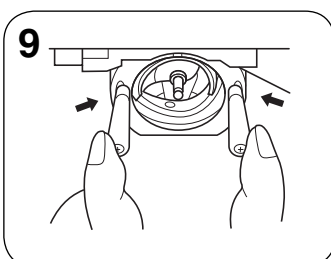
6 Remove any accumulated lint and thread with a brush.



7 Grasp the center post of the hook, match the hook position opposite the driver and insert.

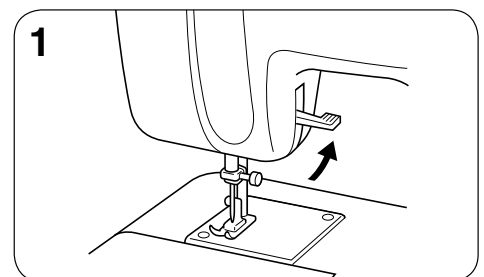
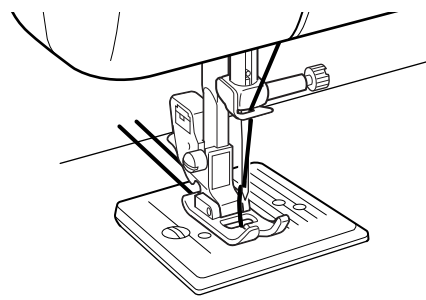


8 Insert the retaining ring with the notch up.

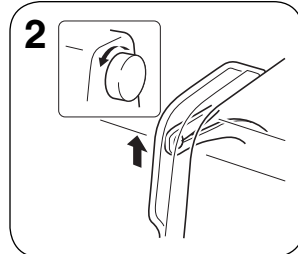


9 Push the latch levers into their locked position. Replace the bobbin case.

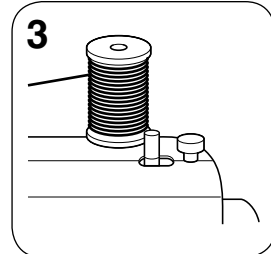
Threading the Needle



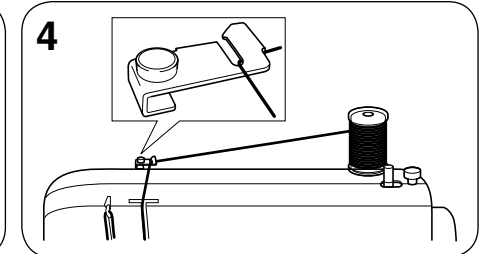
1 Raise the presser foot lifter.



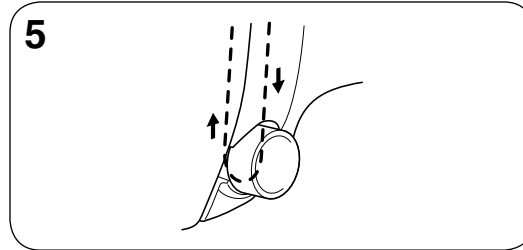
2 Raise the thread take-up lever to its highest position by turning the handwheel.



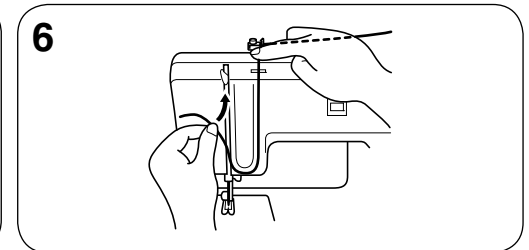
3 Place the thread spool on the spool pin. (Don't forget to pull up the pin)



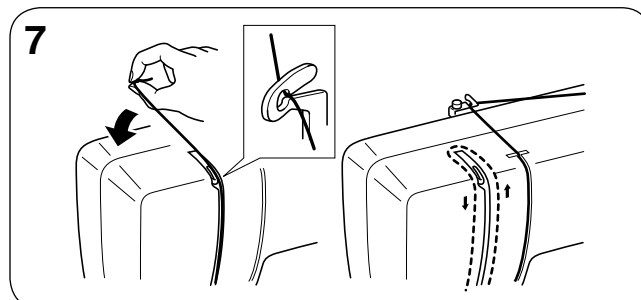
4 Pass the thread through the thread guide and down the right channel on the front of the machine.



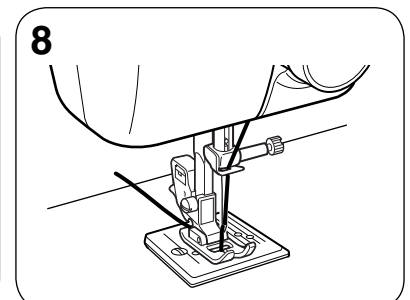
5 Pass the thread into the thread tension discs or behind the thread tension dial from the right to the left.



6 Grasp the thread on both sides of the tension disc and pull to ensure it is in place.



7 Guide the thread up the left channel, clear to the back of the opening around the take-up lever and back down the left side of the channel to thread the take-up lever.



8 Thread the needle from front to back and pull out about 5 cm (2 inches) of thread.

Relative Chart of Sewing Fabrics, Needles and Thread Combinations

	Sewing Fabrics	Needle Sizes	Thread Sizes
Very Thin	Fine tricot, Fine lace, Thin linen, Silk, Organza, Chiffon	#65/9	Cotton: 80 Synthetic/Polyester Long Fiber Fine Mercerized Cotton
Lightweight	Voile, Taffeta, Synthetics, Silk, Batiste	#75/11	Cotton: 60-80 Silk: "A" Synthetic/Polyester Long Fiber Mercerized 50
Medium Weight	Cotton, Gingham, Poplin, Percale, Pique, Satin, Velvet, Lightweight wool, Fine corduroy, Suitings, Linen, Muslin	#90/14 (Supplied with your machine)	Cotton: 50-60 Silk: "A" Synthetic/Polyester Long Fiber Mercerized 50-60
Heavyweight	Denim, Gabardine, Tweed, Corduroy, Canvas, Duck	#100/16	Cotton: 40-50 Mercerized Heavy Duty Polyester Long Fiber
Knits	Single knit, Double knit, Jersey, Tricot	#90/14 (Ball point)	Cotton Wrapped Polyester Polyester Long Fiber

Uses common replacement accessories:

Bobbin: Class 15
Needle: Standard sewing machine needles
Light Bulb: Small screw base sewing machine bulb

Utiliza accesorios comunes de remplazo:

Carretel: Clase 15
Agujas: Aguja estándares para máquina de coser.
Bombilla: Para máquina de coser con base roscada pequeña