

Heavy-Duty Staplers and Hole Punchers

DT Workshop Equipment Reference — D&T / STEM resource for school workshops | Design & Documentation

Heavy-duty staplers and hole punchers fix documents, posters and booklets in the design studio: long-reach staplers bind booklets and display boards, heavy punches make clean holes in stacks of paper and card for ring binders and wall displays.

Key Features

- Stapling capacity up to 100+ sheets
- Long-reach designs for booklets
- Electric staplers for high volume
- 2-4 hole punches with adjustable spacing
- Heavy steel construction for schools

Typical Uses in the Workshop

- Bind project booklets and portfolios
- Fix posters and notices to boards
- Prepare ring-bound documents
- Punch card for display systems

Safe Operation

1. Set the staple depth and capacity
2. Load staples of the right size
3. Line up the paper edge with the guides
4. Press firmly through the full travel
5. Clear jams carefully with the release

SAFETY NOTES

- Keep fingers clear of the staple path
- Do not staple beyond the rated capacity
- Keep fingers clear of punch blades
- Store punches with guides closed
- Report jammed and damaged tools

Maintenance & Consumables

- Clear jammed staples and clean the track
- Check the punch blades are sharp
- Oil the pivot points lightly
- Store in a drawer with the staples
- Replace dull punch cutters

Specification & Buying Notes

A long-reach stapler, a 40-sheet desk stapler and a two-hole punch with spacing guides cover most studio needs. Buy heavy-duty staples and punch cutter sets with them.