

	RESOURCE LIBRARY - LAUNDRY Task: Drying Items	CODE: 03.06.027
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OBJECTIVE: To dry, towels, uniforms, chair covers, spa towels, guest items.

PROCEDURE: To load the dryer choose the temperature / cooling time / clean the dryers.

What	How	Why
1. Load the dryer.	Open the door load the items needed to be dried	To process all linen.
2. Turn the timers on.	Turn the heating timer to the desired time then the temperature dial to the desired temp.	To run the dryer.
3. Run the dryer.	Push the on button then the reverse button.	To run the dryer in reverse mode.
4. Check cooling time.	Turn the cooling dial to the desired time to operate the cooling mode when drying is done.	To cool down items after heating to press items.
5. Check heating.	Using your hand check the glass to see if it started to heat up.	To check that the steam is in.
6. When the load finish.	After the cooling down has finished the dryer stop's automatically it would be ready for unloading.	It would be ready for possessing.
7. Unload the dryer.	Open the dryer door then unload the items into a trolley.	To put on anther load.
8. Load the dryer with anther load.	Load the dryer with another load and turn the heating dial, temp dial, cooling dial and stop.	To prepare the dryer for other load's.
9. Open the cleaning doors.	Open the cleaning doors and clean all lint inside the lint collector then close the doors and operate the dryer by pushing the on button.	To start another cycle you have to clean the lint Collector every time you start a cycle.