

## Portable Drill Guide Instructions

Effective November 2020



## GENERAL SAFETY WARNINGS

This product is designed only for specific applications as defined in the instructions and should not be modified or used for any manner not described in these instructions. Use only recommended accessories. Before using the Portable Drill Guide: **READ, UNDERSTAND** and **FOLLOW ALL INSTRUCTIONS AND SAFETY WARNINGS. KEEP THESE INSTRUCTIONS READILY AVAILABLE FOR FUTURE REFERENCE.**

- > Always confirm that you are using the most recent version of the Instructions and safety warnings for your product (see the Instructions link on the product page at Rockler.com).
- > Before using another tool with this product, always read, understand and follow the instructions and safety warnings in the owner's manual for that tool. If you do not have the owner's manual, obtain one from the tool's manufacturer before using it with this product.
- > Before using any chemical with this product, always read, understand and follow all safety warnings and guidelines in the manufacturer's Safety Data Sheet (SDS; formerly called "MSDS"), especially regarding:
  - How to safely use the chemical, including potential hazards and recommended first aid measures;
  - Personal safety equipment required to safely use the chemical (e.g. gloves, eye protection, mask/respirator, etc.);
  - Proper and safe handling, storage and disposal of the chemical.
- > Before using this product, review and verify that all tools to be used with it have safety equipment installed and are in proper working order as defined by the tool's owner's manual.
- > Do not use this product until you have read and are confident you understand:
  - Product Specific Safety Warnings (p. 3);
  - Assembly (p. 3);
  - Attaching a Drill and Installing Bits (pp. 3-4);
  - Adjustment (p. 4);
  - Using Registration Pins to Drill Centered Holes on Narrow Edges (p. 4).
- > The user assumes all risk and responsibility for the proper and safe use of this product and for ensuring product suitability for the intended application.
- > It is the sole responsibility of the purchaser of this product to ensure that any anyone you allow to use this product reads and complies with all instructions and safety precautions outlined in this manual prior to use.
- > Follow all standard shop safety practices, including:
  - Keep children and bystanders away from the tool operating area;
  - Do **NOT** use power tools in explosive environments, or in the presence of flammable liquids, fumes or dust;
  - **TURN OFF AND UNPLUG** all power tools **BEFORE** making any adjustments or changing accessories;
  - Remain alert and use good judgment. Do not use this product if you are in any way impaired by medications, alcohol, drugs or fatigue;
  - Keep your work area well lit and clean;
  - Dress appropriately. Secure loose clothing, remove all jewelry and tie up long hair before using this product;
  - **ALWAYS** wear safety glasses, hearing protection and respiratory protection that complies with NIOSH/OSHA/ANSI safety standards;
  - Use dust collection tools and dust face masks to reduce exposure to dust;
  - Use safety equipment such as featherboards, push sticks and push blocks, etc., when appropriate;
  - Maintain proper footing at all times and do not overreach;
  - Do **NOT** force woodworking tools.
- > These warnings and instructions do **NOT** represent the total of all information available regarding tool safety, use and technique. Always seek out opportunities to learn more and improve your skills and knowledge.

**⚠ WARNING:** Drilling, sawing, sanding or machining wood products can expose you to wood dust, a substance known to the State of California to cause cancer. Avoid inhaling wood dust or use a dust mask or other safeguards for personal protection. For more information go to [www.P65Warnings.ca.gov/wood](http://www.P65Warnings.ca.gov/wood).

### **⚠ DANGER**

Danger indicates a hazardous situation that, if not avoided, will result in death or serious injury.

### **⚠ WARNING**

Warning indicates a hazardous situation that, if not avoided, could result in death or serious injury.

### **⚠ CAUTION**

Caution indicates a hazardous situation that, if not avoided, may result in minor or moderate injury or property damage.

### **NOTICE**

Notice indicates important or helpful information and/or user tips.



## PRODUCT SPECIFIC SAFETY WARNINGS



### **⚠ DANGER**

- > To avoid serious injury, keep hands and fingers away from the drilling area. Maintain awareness of the bit's entry and exit areas at all times.

### **⚠ WARNING**

- > **TURN OFF AND DISCONNECT POWER** to all tools **BEFORE** making any adjustments or changing accessories.
- > Always wear safety glasses that comply with OSHA/ANSI safety standards.
- > Always make sure handles, knobs and thumbscrews are securely tightened before drilling.
- > Always make sure that the workpiece and Portable Drill Guide are completely stable and will not shift or slip during drilling. Always make sure the base of the Portable Drill Guide is flat to the surface being drilled.
- > When Centering Pins are used to drill on the narrow edge of a workpiece, the workpiece must be held securely in a vise or otherwise clamped securely.

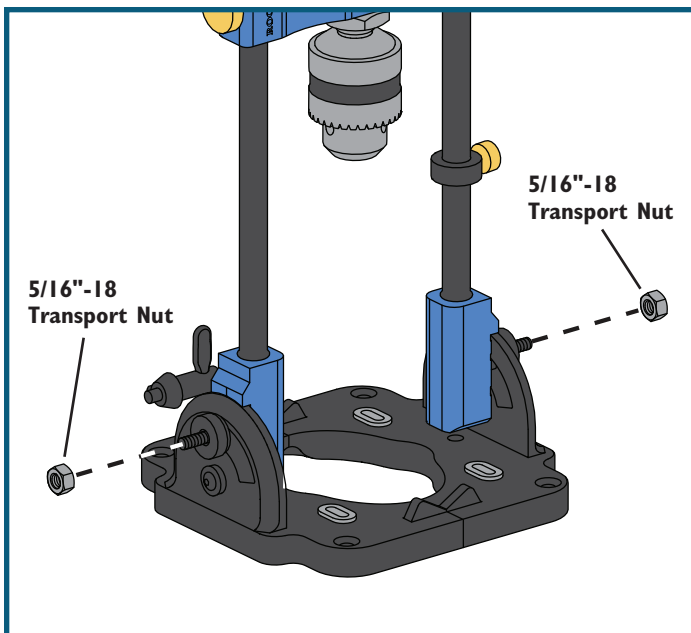


Fig. 1

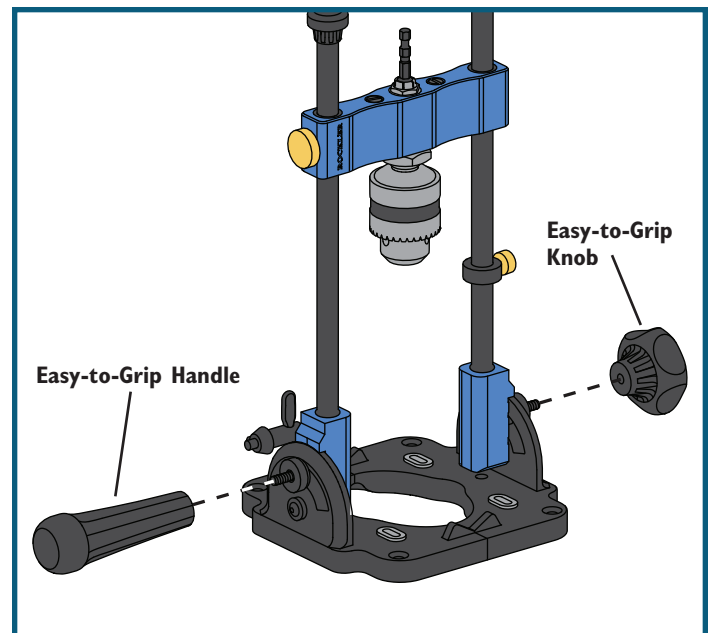


Fig. 2

### **Assembly**

1. Remove the two 5/16"-18 transport nuts from the threaded stems on either side of the Portable Drill Guide's base. **Fig. 1.**
2. Orient the Drill Guide so that it would tilt toward you for angled drilling operations.
3. Thread the Easy-to-Grip Handle onto the threaded stem on the side opposite the hand you will use to hold the drill. **Fig. 2.**
4. Thread the Easy-to-Grip Knob onto the other threaded stem. **Fig. 2.**

### **Attaching a Drill and Installing Bits**

1. Loosen the brass thumbscrew on the Chuck Carriage and lift the carriage to the top of the Drill Guide. Tighten the brass thumbscrew to secure the Chuck Carriage in place.
2. **For conventional chucks**, secure the drill by fitting the chuck onto the Portable Drill Guide's 1/4" hex shank and tightening the chuck

**For drills with a quick-change chuck**, simply press the quick-change chuck onto the 1/4" hex shank until it locks.

3. To install a drill bit in the Portable Drill Guide's 1/2" chuck, center the bit in the chuck jaws and adjust the chuck until the jaws contact the bit. Use the included chuck key to tighten.
4. When you are done drilling, remove the drill from the Portable Drill Guide.

## Adjustment

### NOTICE

For best performance, occasionally apply a lubricant like Boeshield T-9 (59299, sold separately) to the vertical posts.

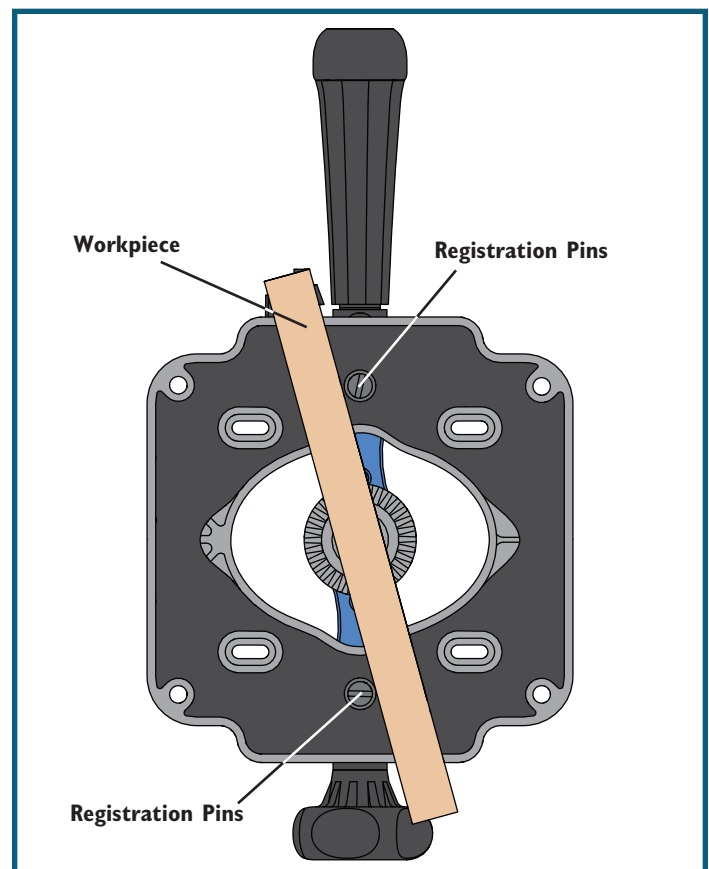
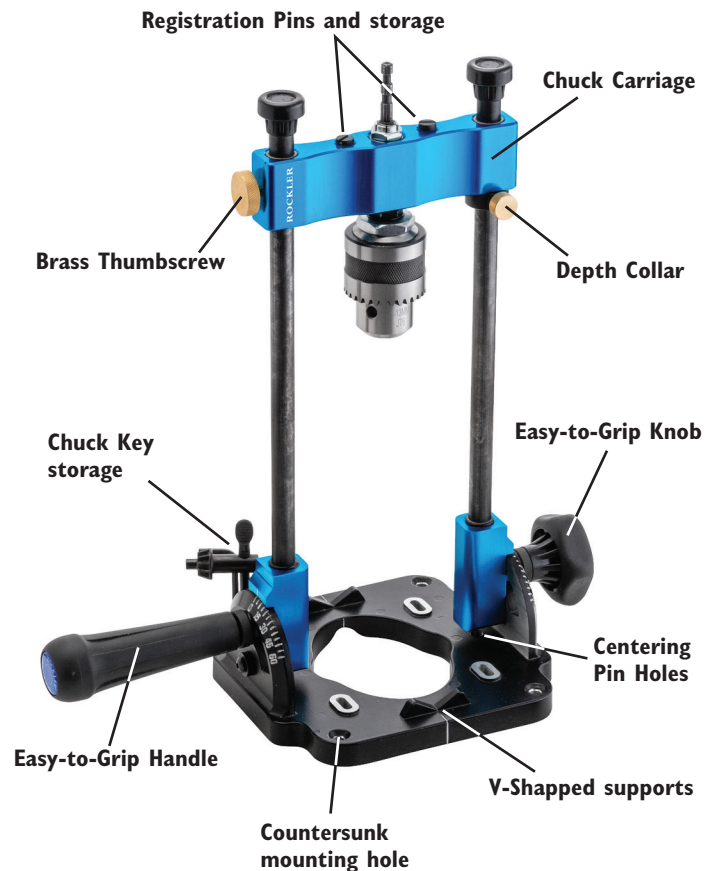
- > To allow the Chuck Carriage to move, loosen the brass thumbscrew. To lock it in place during bit changes or setup, tighten the brass thumbscrew.
- > To set the Depth Collar to limit drilling depth, loosen the brass thumbscrew on the Depth Collar, lower the Chuck Carriage to the point where you want it to stop, lift the Depth Collar so it butts against the Chuck Carriage and tighten the brass thumbscrew on the Depth Collar.
- > To drill dowels or other round stock, set the workpiece in the V-shaped supports on the base, which centers the stock.
- > To mount the Portable Drill Guide to a panel or jig, use #8 or #10 screws of an appropriate length for the substrate driven through the four countersunk mounting holes in the corners of the Drill Guide base.
- > To drill at an angle (up to 60°), loosen the Easy-to-Grip Handle AND the Easy-to-Grip Knob, adjust the Drilling Guide to the desired angle by using the scale on each side and secure in place by tightening both the Handle and the Knob. We recommend drilling into test pieces to confirm the angle setting.

## Using Registration Pins to Drill Centered Holes on Narrow Edges

The Portable Drill Guide comes with two Centering Pins that thread into holes on the bottom of the Drill Guide base and can center the guide on the narrow edge of a workpiece.

1. Clamp the workpiece so that the narrow edge to be drilled faces up.
2. Unscrew the Centering Pins from the Chuck Carriage.
3. Thread the Centering Pins into the round holes located under the posts.
4. Install the desired drill bit and mount the drill on the Portable Drill Guide.
5. Place the Drill Guide on the edge to be drilled, with the Centering Pins on opposite sides of the workpiece. Position the Drill Guide at the drilling location.
6. Rotate the Drill Guide until both Centering Pins contact the workpiece. **Fig. 3.**
7. Hold the Drill Guide steady, making sure that both Centering Pins continue to contact the workpiece as you drill.

Check Rockler.com for updates. If you have further questions, please contact our Technical Support Department at 1-800-260-9663 or support@rockler.com



**Fig. 3 - Bottom View**