Belt Tension:

1) Install the belt on the unit.
2) Make sure unit is level.
3) Ensure that all pulleys, snubber rollers and guide are square and level with the unit.
4) Tension belt using the take up assembly. The belt will be properly tension when the belt cannot move side to side on the take-up pulley. Make small even adjustments to each take up screw alternating from side to side.

5) Perform a visual inspection on the conveyor, make sure there are no obstructions before attempting to start conveyor.
6) Start the conveyor. Observe the belt direction. The conveyor belt should be moving towards the drive pulley. If not reverse direction of motor before attempting to track belt.
Belt Tracking:

1) Observe to see if the belt travels to one side of the conveyor.

2) If the belt on an end drive unit moves to one side of the take-up pulley, tighten the take-up pulley tension screw on the same side that the belt is moving towards, 1-2 turns at a time.

3) Observe to see if the belt moves to the centerline of the conveyor. Depending on the speed of the belt this may take 2-3 complete revolutions of the belt to notice if the adjustment is making any effect. If no effect is noticed then loosen the take-up adjustment screw on the side that the belt is moving away from 1 to 2 turns.

4) If the belt is staying in between the edges of the take-up pulley on an end drive and is not staying on the drive end pulley, then the belt can...
be tracked in the same type of manner on the drive pulley by means of loosening the bearing hardware on the drive pulley and moving the drive pulley toward or away from the bed of the conveyor with the slots provided on the drive end plates so the belt will stay within the edges of the drive pulley.

Drive pulley may be adjusted by loosening hardware on drive pulley bearings and moving drive pulley in the slots provided in the drive end plates.
5) When tracking of the belt is maintained after 4-5 revolutions of the conveyor belt, the take-up and drive hardware should then be secured, and the final inspection of the unit can proceed.