CUT-A-CIRCLE OPERATING INSTRUCTIONS

For best results, always cut on a flat surface using the cutting mat provided. If for some reason your mat is not available, cut on a layer of thick cardboard or poster board. Never cut directly on wood, glass, or plastic. Proper care will help ensure a longer cutting-blade life.

OPERATION:
Center the Cut-A-Circle over the paper to be cut. The image seen through it is what will be seen on the face of your finished badge. Use this as your guide when you position the Cut-A-Circle over the paper.
Press down on the outer dark ring while cutting. Hold the handle on the clear ring between your thumb and forefinger and rotate ring. Be sure the blade makes one full revolution before lifting the Cut-A-Circle.

DEPTH ADJUSTMENT:
You can adjust the depth of the cutting blade by turning the white Depth Adjustment Knob - clockwise for thin paper, counter-clockwise for thicker paper. IMPORTANT: Adjust the blade deep enough to cut through the paper only. Setting the blade too deep will cause "drag" which makes cutting more difficult and dulls the blade.

TO ADJUST CIRCLE SIZE:
To change the circle size, move the blade cartridge from one slot to the other slot:
- To cut full size photos or paper, place the blade in Slot #1.
- For thicker material and Polaroid photos, use Slot #2. When cut, this size will fit only the face of the button (it will not crimp around the edge). We suggest you place the tissue from your plastic discs directly under your photo as a backing so the bare metal of the badge front does not show on your completed button.

TO CHANGE BLADES:
ATTENTION: BLADES ARE SHARP!
USE CAUTION WHEN HANDLING
Line up the notch on the Depth Adjustment Knob with the lip on the Blade Cartridge. Pull the old cartridge up and out and insert new cartridge.

CAUTION: SHARP BLADE!