

# Badge-A-Minit™

800.223.4103

[www.badgeaminit.com](http://www.badgeaminit.com)

## Operator's Manual



## Badge-A-Minit™ Hand Press and Bench Press For 2 1/4" Buttons

**PLEASE READ THESE INSTRUCTIONS BEFORE  
OPERATING THIS MACHINE.**

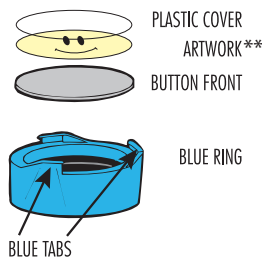
Keep this manual in a convenient location accessible to anyone who will be using the machine.

Purchase Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Invoice # \_\_\_\_\_

# Six Easy Steps to Make 2 1/4" Buttons With Your Hand Press or Bench Press

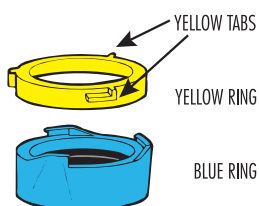
 Easy video instructions available at [www.badgeaminit.com/howto.html](http://www.badgeaminit.com/howto.html)

**1.** Start by placing the Blue Ring on a flat surface with the blue tabs facing up. Place the plain metal button front into the Blue Ring with the sharp edge DOWN. Next place your artwork face-up with the Plastic Cover on top. Make sure that the top of your artwork is centered under the blue tab labeled "TOP".



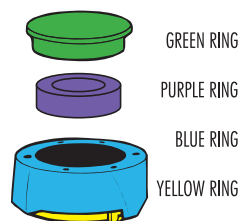
\*\*Artwork needs to be the same size as the plastic.

**2.** Keeping the Blue Ring on a flat surface, place the Yellow Ring in the Blue Ring. Turn the Yellow Ring until its tabs fit gently under the blue tabs.

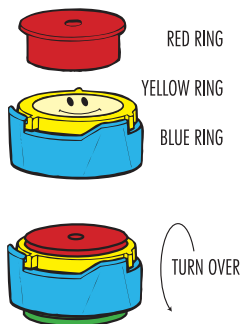


**Do not use excessive force to tighten the tabs together. If the tabs are too tight, the Plastic Cover can be pulled to one side, resulting in an unsatisfactory button.**

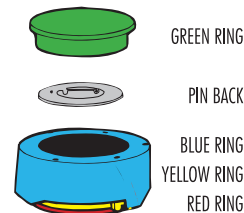
**3.** Turn the Blue and Yellow assembly face down on a flat surface. Put the Purple Ring inside the Blue Ring. Then, put the Green Ring on top of the Purple Ring. Place hand over hand, and while applying even pressure, press down on the Green Ring until it "SNAPS" and the downward movement stops. **(This step may be easier from a standing position.)** Pick up the assembly and remove the Green and Purple Rings. Leave the Yellow and Blue Rings together.



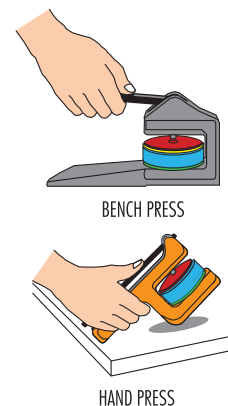
**4.** Place the Blue and Yellow assembly on a flat surface with your artwork now facing up. With the circular depression facing up, place the Red Ring on top of the artwork. While standing, place your hands over the Red Ring in the same manner described in Step 3. Firmly push straight down on the Red Ring until its downward movement stops. **DO NOT** remove the Red Ring.



**5.** Holding the assembly firmly together, pick it up with one hand and turn the assembly over. **Make sure the pin is closed**, and place the pin-back part, sharp edge DOWN, inside the Blue Ring. Be sure that the pin-back is not tucked inside the paper and plastic. Line up the pin with the grooves on the Blue Ring. Then, insert the Green Ring into the Blue Ring on top of the pin-back part.



**6.** Firmly hold the assembly together. Turn it over and place it in your press with the RED RING ON TOP. **Make sure the pressure pin on the press aligns with the circular depression in the center of the Red Ring.** Firmly press down on the handle. You may find it easier to squeeze the hand press by placing it on a flat surface as shown. Remove the assembly from the press and remove your finished button!



**Congratulations! You've made your first button!**

For additional button-making information and supplies, please visit our website at [badgeaminit.com](http://www.badgeaminit.com) or call our Customer Service representatives at **800.223.4103**. WE ARE HAPPY TO HELP!

**NOTE:** If you do not get the Plastic Cover to seal all the way around the button, uneven pressure is being applied on the assembly during steps 3 & 4.

**NOTE:** Magnet-back and Adhesive-back buttons are made the same way as the Pin-back buttons. Simply substitute a flat-back part for the pin-back part.