

# HOW TO USE THE CUT-A-CIRCLE

The Cut-a-Circle is a simple device, but there are a number of points which can assist you and prevent you spoiling badges.

(1) Always use the Cut-a-Circle on a hard surface such as the laminex board supplied with your machine. Alternatively, a cheap laminex coated chopping board is fine.

By using a hard surface, you will achieve a clean cut through your artwork.

(2) Centre the Cut-a-Circle frame over your artwork. Spread the fingers of one hand and place them on the "arms" of the frame. This will ensure even pressure around the circle, to hold your artwork steady. (**Fig. 8**)

(3) Place the palm of your other hand on the handle knob and briskly rotate the handle one complete revolution. This should be sufficient to cleanly cut your artwork. If not, read the hints below.

## Cut-a-Circle Hints

It is essential for the correct functioning of the cutter that:

**A.** The cutter wheel is sharp and rolls easily on its shaft.

**B.** The cutting diameter is correct.

**Point A.** We can supply replacement wheels or a Cut-a-Circle Repair kit. The wheel comes by itself for you to fit. The repair kit includes a new cutter wheel ready mounted on a new shaft, an Allen key to remove the old shaft and refit the new one, and a set of 'how to' instructions.

Alternatively, you can ask your local locksmith if he can sharpen your existing wheel on his key grinder.

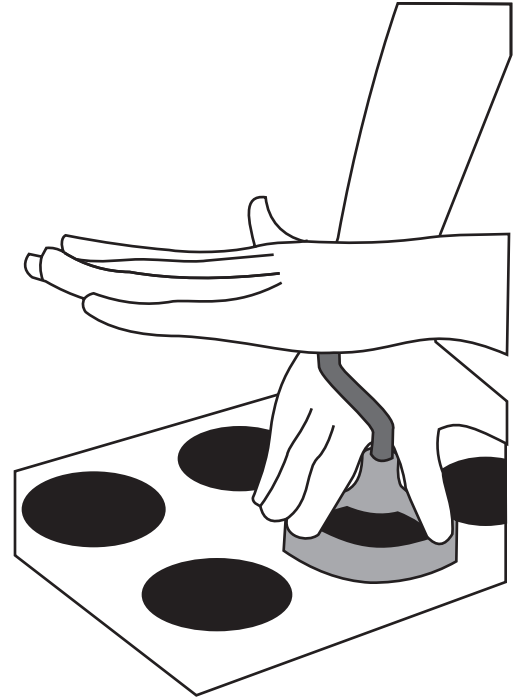
Apply a tiny drop of oil (engine oil or sewing machine oil) to the wheel shaft if the wheel begins to 'drag' on your artwork. Do not apply too much, or it will drip on your artwork. (**Fig. 9**)

**Point B.** The cutting diameter has been set at the factory to cover virtually all types and thicknesses of paper. It should only be necessary to alter this if you are making badges from thick material such as photos. In this case, the diameter should be reduced from the standard setting (68.5mm) to 68mm. This is done by loosening the Allen head cap screw on the base of the arm and pushing the arm toward the centre of the circle, effectively reducing the cutting radius. Make a test cut on some white paper and if the diameter is correct, re-tighten the cap screw.

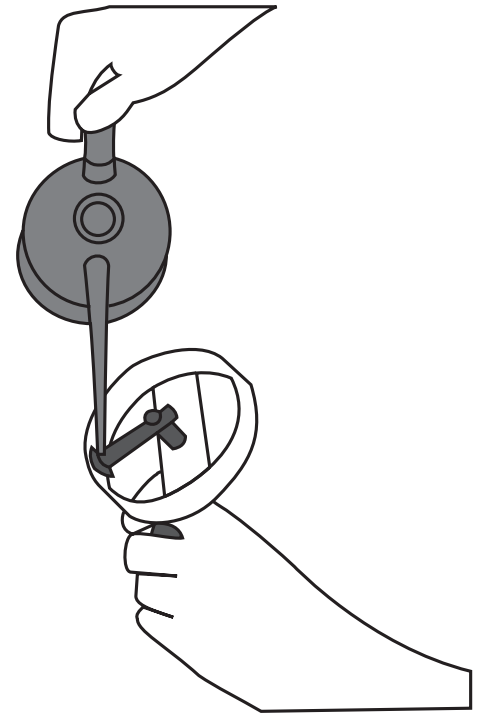
As a ready reckoner, your artwork should sit in the main die with no interference or ripple, but be no looser than 0.5mm in the die.

**NOTE:-** *If the artwork is OVERSIZE or is not cut cleanly, leaving a 'tag', you risk spoiling a badge.*

We welcome and act upon suggestions for product improvements or new products made by our customers. We look forward to hearing from you. Meanwhile, happy badge making!



**FIG. 8**  
“...Centre the Cut-A-Circle over your artwork”



**FIG. 9**  
“...Apply a triny drop of oil”