

# Instructions for Assembling a Pin-Back Button

**TIP: You may see grease on the top side of the base of the button maker--don't wipe this off. This helps to rotate your button maker with ease.**



There are FOUR parts that make up your pin-back button:

- 1) Button Domed Front
- 2) Graphic printed on paper, photo, or fabric cut into a circle
- 3) Mylar Circle
- 4) Pin Back

**TIP: Make sure you only have one mylar circle as two will be too thick. Also don't handle the mylar too much as it is easy to leave unwanted finger prints.**

**IMPORTANT WARNING: Button fronts, and other button pieces often stick together so you might insert more than one in the button maker. When this happens the button will fail and the button maker may jam and need to be fixed by makerspace staff. If you think it feels harder than normal to pull down the handle, chances are you have too many pieces. When this occurs, pull out the parts and check them.**

Shallow Side or Pick up Die



Deep Side or Crimp Die

Note that the button maker has two wells or "dies" for your button parts. The deeper well or die is called the "crimp die." Let's call this the Deep Side. The shallow well or die is called the "pick up die." Let's call this the Shallow Side.



Layer into the Shallow side: BUTTON DOMED FRONT -- Sharp side down (dome side up).



Layer in circular GRAPHIC DESIGN, design side up (place top center of the design next to center column of machine)



Layer in MYLAR CIRCLE (Make sure you just have one)

**NOTE: *If you are using an optional accent/bling ring, insert that on top of the graphic design, before placing on the Mylar circle.***



**OVER for more Instructions**

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Place into the Deep side: PIN BACK (with sharp perimeter edges side up/pin side down).



TIP: Note how the TOP of the Pin Back Button is next to the TOP of the Graphic in the other side. This assures that your graphic when worn will be right-side up.



Rotate the die clockwise until the SHALLOW side with the GRAPHIC comes to rest under the upper die.

The pin is closer to one side--that is the top of the button back which should be placed next to the center column of the machine and just slightly right. See red arrows above.



Graphic side is directly under the upper die



Pull the handle down over the black base as far as it will go, and raise it up again to its resting position. The upper die will have picked up and hidden the button front—that is what it is supposed to do.



Rotate the die counter clockwise until the DEEP Side with the Pin Back in it comes to rest under the upper die.

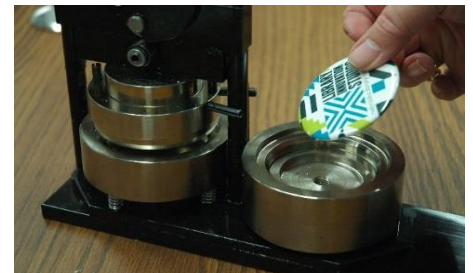
**Make sure when you pull down on the handle that your fingers are not under one of the silver circular dies.**



Pull the handle down over the black base as far as it will go, and raise it back up.



Rotate the die clockwise to reveal your completed button.



Please don't forget to put away your supplies.



**How to unjam the button maker: View the "How to unjam a button maker machine" video at:**

**<https://www.americanbuttonmachines.com/pages/video-library>**

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**If the button maker needs maintenance or if it is jammed, please report the issue to makerspace staff. They can refer to the maintenance document on the Library Innovation Studio website. Only select bolts should ever be tightened so instructions must be reviewed first.**

# Instructions for Assembling a Magnet-Back Button

**TIP:** You may see grease on the top side of the base of the button maker--don't wipe this off. This helps to rotate your button maker with ease.



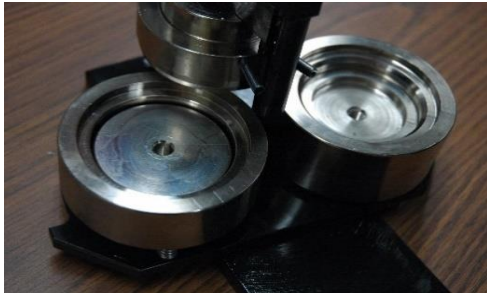
There are FIVE parts that make up your magnet-back button:

- 1) Button Domed Front
- 2) Graphic printed on paper, photo, or fabric cut into a circle
- 3) Mylar Circle
- 4) Metal Back that has dimple ("innie" on one side and "outie" on the other side)
- 5) Circular Peel-and-Stick Magnet

**TIP:** Make sure you only have one mylar circle as two will be too thick. Also don't handle the mylar too much as it is easy to leave unwanted finger prints.

**IMPORTANT WARNING:** Button fronts, and other button pieces often stick together so you might insert more than one in the button maker. When this happens the button will fail and the button maker may jam and need to be fixed by makerspace staff. If you think it feels harder than normal to pull down the handle, chances are you have too many pieces. When this occurs, pull out the parts and check them.

Shallow Side or Pick up Die



Deep Side or Crimp Die



Layer into the Shallow side: **BUTTON DOMED FRONT** -- Sharp side down (dome side up).



Layer in circular **GRAPHIC DESIGN**, design side up. *If you are using an accent ring, insert that on top of the graphic design.*



Layer in **MYLAR CIRCLE** (Make sure you just have one)

**OVER** for more Instructions

Continued from Side One



Place into the Deep side: METAL BACK (with sharp edges side up and "outie" side up). (The actual peel-n-stick magnet is put on AFTER the Button is crimped together.)



Rotate the die clockwise until the SHALLOW side with the GRAPHIC comes to rest under the upper die.

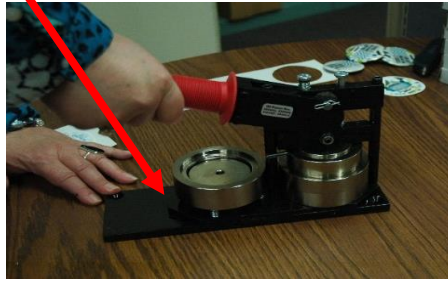


Pull the handle down over the black base as far as it will go, and raise it up again to its resting position. The upper die will have picked up the button front.

**Safety Note: Make sure when you pull down on the handle that your fingers are not under one of the silver circular dies.**



Rotate the die counter clockwise until the DEEP Side with the Metal Back in it comes to rest under the upper die.



Pull the handle down over the black base as far as it will go, and raise it up again to its resting position.



Turn the die clockwise to reveal your button. Now you may add the peel-n-stick magnet.



Peel off the paper back.



Center and stick on the magnet back to the back of your button.



Please don't forget to put away your supplies.



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# Instructions for Assembling a Mirror-Back Button

**TIP:** You may see grease on the top side of the base of the button maker--don't wipe this off. This helps to rotate your button maker with ease.



There are SIX parts that make up your mirror-back button:

- 1) Button Domed Front
- 2) Graphic printed on paper, photo, or fabric cut into a circle
- 3) Mylar Circle
- 4) Metal Hollow Ring
- 5) Round Mirror
- 6) Flat metal disk that you will bend slightly in half so it sits up about 1/4" above your mirror

**TIP:** Make sure you only have one mylar circle as two will be too thick. Also don't handle the mylar too much as it is easy to leave unwanted finger prints.

**TIP:** Make sure you don't bend the metal disk at too much of an angle. That will create too much pressure and break the mirror.

**IMPORTANT WARNING:** Button fronts, hollow rings, and other button pieces often stick together so you might insert more than one in the button maker. When this happens the button will fail and the button maker will jam and need to be fixed by makerspace staff. If you think it feels harder than normal to pull down the handle, chances are you have too many pieces. When this occurs, pull out the parts to check.

Shallow Side or Pick up Die



Deep Side or Crimp Die

Note that the button maker has two wells or "dies" for your button parts. The deeper well or die is called the "crimp die." Let's call this the Deep Side. The shallow well or die is called the "pick up die." Let's call this the Shallow Side.



Layer into the Shallow side: Button Domed Front -- Sharp edges down (dome side up).



Layer in circular GRAPHIC DESIGN, design side up.

**NOTE:** If you choose to use an accent ring, insert that on top of your graphic design (before you place the mylar circle).



Layer in MYLAR CIRCLE (Make sure you just have one)



Layer into the Deep side: Hollow metal ring (with sharp edges side up).



Place a mirror, mirror-side down, in the metal hollow ring.

**OVER for more Instructions**

Continued from Side One



Bend the flat metal disk in half so that when you sit it on top of the mirror (centered) the folded point sits about 1/4" or slightly less above the mirror. This holds the mirror tight to the hollow ring frame.



If you bent the metal too much so that it sits up too high it will place too much pressure on the mirror and could break the mirror. This one looks just fine.



Rotate the die clockwise until the SHALLOW SIDE with the GRAPHIC comes to rest under the upper die.



Pull the handle down over the black base as far as it will go, and raise it up again to its rest position. The upper die will have picked up and hidden the button front.



Rotate the die counter clockwise until the DEEP Side with the Mirror Back with bent disk on top comes to rest under the upper die.



Pull the handle down over the black base as far as it will go, and raise it up again to its resting position.

**Safety Hint: Make sure when you pull down on the handle that your fingers are not under one of the silver circular dies.**



Rotate the die clockwise to reveal your completed mirror-back button.



Check to make sure the mirror is not cracked (it shouldn't be).



Please don't forget to clean up after yourself and to put away any supplies.

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# Instructions for Assembling a Bottle Opener Button

**TIP: You may see grease on the top side of the base of the button maker--don't wipe this off. This helps to rotate your button maker with ease.**



There are FIVE parts that make up your magnet-back button:

- 1) Button Domed Front
- 2) Graphic printed on paper, photo, or fabric cut into a circle
- 3) Mylar Circle
- 4) Bottle Opener Back
- 5) Key Chain Ring (attached after the button is built)

**TIP: Make sure you only have one mylar circle as two will be too thick. Also don't handle the mylar too much as it is easy to leave unwanted finger prints.**

**IMPORTANT WARNING: Button fronts and other button pieces often stick together so you might insert more than one in the button maker. When this happens the button will fail and the button maker will jam and need to be fixed by makerspace staff. If you think it feels harder than normal to pull down the handle, chances are you have inserted too many pieces. When this occurs, pull out the parts to check to make sure you inserted only one of each.**



Note that the button maker has two wells or "dies" for your button parts. The deeper well or die is called the "crimp die." Let's call this the Deep Side. The shallow well or die is called the "pick up die." Let's call this the Shallow Side.



Layer into the Shallow side: **BUTTON DOMED FRONT** -- Sharp edges down (dome side up).



Layer in circular **GRAPHIC DESIGN**, design side up (place top center of the design next to center column of machine).

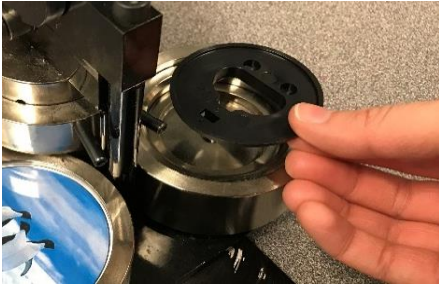


Layer in **MYLAR CIRCLE** (Make sure you just have one). If you want to use an Accent Ring, insert that before inserting the mylar circle.



**OVER for more instructions**

Continued from Side One



Place into the Deep side: Bottle Opener Back, with the back side up as pictured, and the small rectangular indent next to the center column of the machine and just slightly right. (The Key Ring attachment is put on AFTER the Button is crimped together.)



Rotate the die clockwise until the SHALLOW side with the GRAPHIC comes to rest under the upper die.



Pull the handle down over the black base as far as it will go, and raise it up again to its resting position. The upper die will have picked up and hidden the button front.

**Safety Note: Make sure when you pull down on the handle that your fingers are not under one of the**



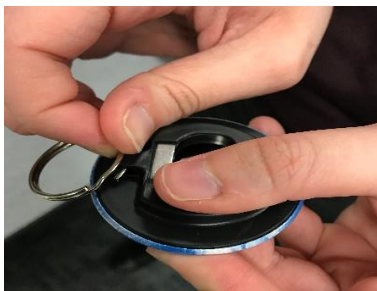
Rotate the die counter clockwise until the DEEP Side with the Bottle Opener Back, Back side UP, comes to rest under the upper die.



Pull the handle down over the black base as far as it will go, and raise it up again to its resting position.



Rotate the die clockwise to reveal your button. It's now ready to add the metal key ring.



After the button is built, feed in the key ring.



Please don't forget to put away your supplies.



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# Assembling a Two-Sided Ornament with Button Parts

**TIP:** You may see grease on the top side of the base of the button maker--don't wipe this off. This helps to rotate your button maker with ease.



NINE parts are needed to make a Two-Sided Button Ornament:

- 1) TWO Button Domed Fronts
- 2) TWO paper Graphics or fabric cut into a circle
- 3) TWO Mylar Circles
- 4) TWO Metal Hollow Ring
- 5) One Ceramic Magnet (not the flat peel-n-stick one)
- 6) Eventually, you'll need a string or ribbon to complete your ornament

**TIP:** Make sure each half only has one Mylar circle as two will be too thick. Also don't handle the Mylar too much as it is easy to leave unwanted finger prints.

**IMPORTANT WARNING:** Button fronts, Hollow rings, and other button pieces often stick together so you might insert more than one in the button maker. When this happens the button will fail and the button maker may become jammed and inoperable. If you think it is harder than normal to pull down the handle, chances are you have too many pieces. When this occurs, pull out the parts and check them.

Shallow Side or Pick up Die



Deep Side or Crimp Die

Note that the button maker has two wells or "dies" for your button parts. The deeper well or die is called the "crimp die." Let's call this the Deep Side. The shallow well or die is called the "pick up die." Let's call this the Shallow Side.

**FOR SIDE ONE OF THE ORNAMENT, FOLLOW STEPS 1 THROUGH 8 BELOW:**



STEP 1: Layer into Shallow side: DOMED FRONT -- Sharp side down/dome side up.



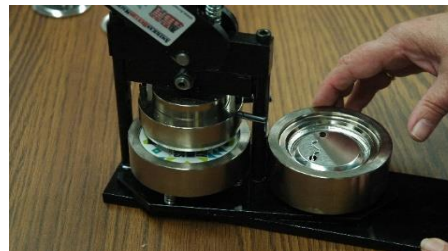
STEP 2: Layer in circular GRAPHIC DESIGN, design side up  
*Adding an accent ring? Place just under the Mylar circle.*



STEP 3: Layer in MYLAR CIRCLE (Make sure you just have one)



STEP 4: Layer into the Deep side: Hollow metal ring (with sharp edges side up).



STEP 5: Rotate the die clockwise until the SHALLOW side with the GRAPHIC comes to rest under the upper die.



Don't pinch fingers under either die.

STEP 6: Pull the handle down over the black base as far as it will go, and raise it up again to its rest position. The upper die will have picked up and hidden the button front.

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STEP 7: Rotate the die counter clockwise until the DEEP Side with the Hollow Ring in it comes to rest under the upper die.



STEP 8: Pull the handle down over the black base as far as it will go, and raise it up again to its resting position. Make sure your fingers are not under either die so you don't pinch your fingers.



STEP 9: Rotate the die clockwise to expose the nearly complete Side 1 of your Ornament. Remove Side One and set it aside.

### REPEAT STEPS 1 THROUGH 9 TO MAKE SIDE TWO OF YOUR ORNAMENT

After you have both sides of your Ornament "Pressed," you are ready to punch holes in each side.

Find the Metal Craft Punch Kit and the Punch instructions to punch a hole in both halves.



Using the Metal Craft Punch, select a hole size that fits your ribbon used to hang your ornament. Punch the front of the ornament near the top of your graphic but don't punch into the lipped edge on the button's back. Do this for both of the button halves using the instructions supplied with the punch.



Place the Ceramic Magnet on the back side of one of the button halves near the bottom. Your Ribbon can be strung now or later when the two halves are held together with the magnet, making sure the punched holes are lined up. (You do not glue on the magnet, the magnetic power holds it to the two halves.)



This picture shows both the front and the back of the completed ornament. If you wanted, you could use a glue gun to glue lace inside the ornament but peaking out around the perimeter of the circle as shown in the picture below.

Note: Make sure you read the instructions to the Metal Craft Punch before punching your holes.



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# Using the Graphic Punch Cutter to Cut Graphics for Buttons

**Do NOT attempt to Cut Fabric, Cardstock, Glitter paper, or Stickers/Vinyl with this Cutter**

**NEVER take apart this punch, Nor tighten or loosen any bolts.**

**To clear dust and paper remnants in the paper slot, simply slide a playing card or a clear laminated sleeve through the paper slot in the graphic punch one or more times. If there is still something stuck in the punch, check with makerspace staff who know trouble-shooting methods.**

Graphic Punch Cutters are made in different sizes to match the size of the button maker. For instance when making a 2.25" button, the punch cutter will cut a paper circle that is 2 5/8" in diameter. The punch cuts a larger circle to allow the paper to wrap around the button's edge.

If you have a photo printed on photo paper, it is too thick to wrap around the button without jamming the button maker. To make a button with a picture on photo paper, the picture must be cut just shy of 2.25" in diameter. It is possible the makerspace has a tracing template for you to use or an actual photo punch that is a smaller diameter and is designed to cut thicker paper. If not, print the photo on 24 lb Bright White paper or basic printer paper, then you can use the 2 5/8" graphic cutter.



The diameter of the circle that will be punched is wider than the button itself. This is because the paper graphic wraps around the edges of the button and slightly onto the back.

Start by Cutting a Graphic that was printed on 24 lb Bright White Paper. However any 22 or 24 lb. paper works. Only cut one layer of paper at a time. The cutter is calibrated for a specific thickness.



Slide the paper (cut to slightly less than 4-inches wide so it fits between the device's bolts) into the slot between the top two pieces of metal (about 1/4" below the top surface).



Slide the paper in until the graphic is centered within the open circle. Remember any picture or words too close to the edges will wrap around the button and will not be viewable.



Push down on the Red Bar all the way to cut the graphic.

To remove the paper strip bring the red bar up to its normal resting position. If you can't pull out the waste paper easily--the bar is too far up or too far down.



Once cut, you may push the paper circle out by poking your finger up from the bottom.

**WARNING:** Do NOT attempt to cut fabric with the graphic punch. It will get stuck and ruin the expensive cutter. Thin fabric can be used in a button but you need to use a tracing template to trace a circle on the fabric then use scissors instead of the punch cutter. The punch cutter can cut wrapping paper but if the wrapping paper is too thin you may need to place printer paper behind it to punch it.