

DOs of Button Making

1. Use the PRC button templates & print “Actual Size” to make sure your design is the correct size for the button you’re making.
2. Use regular/lightweight printer paper for your button designs so the machine can properly wrap and press the paper.
3. Keep important text, logos, and images 1/8” from edge of button template so they stay visible on the front of the finished button.
4. Cut/punch your design along the correct outer circle so there is enough paper to wrap around the button.
5. Center your design before pressing and double-check that all button pieces are facing the correct direction.

DON'Ts of Button Making

1. Don't use heavyweight or cardstock paper for button designs; it is too thick to assemble the button correctly.
2. Don't place text or important parts of your design within 1/8” from outer edge because they may wrap around the side of the button.
3. Don't put multiple pieces into the machine at once or start another button without checking that the previous pieces have been removed.
4. Don't force the button maker if the handle isn't moving normally.

Press “Request Assistance” button to ask staff for:

1. help if the machine feels stuck or something doesn't look right.
2. To use / return button maker and/or button punch
3. How-to guide for button making

1.25” Button Template



2.25” Button Template

