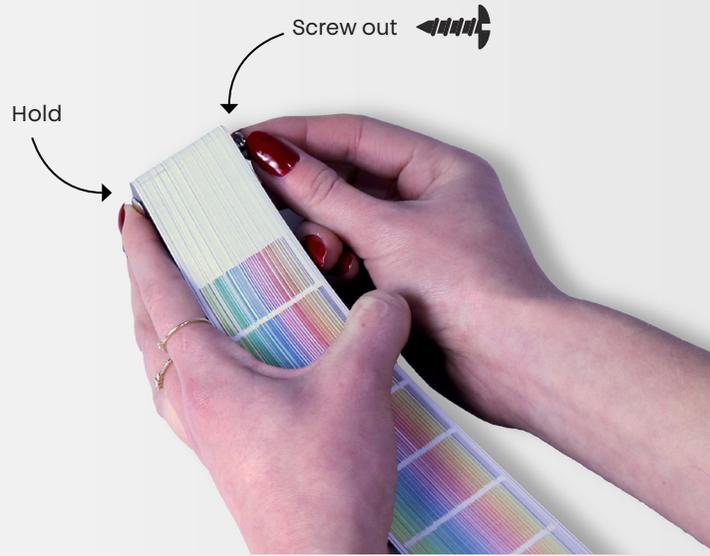# Index protective cover instruction

Included in packade: ━━● + cover
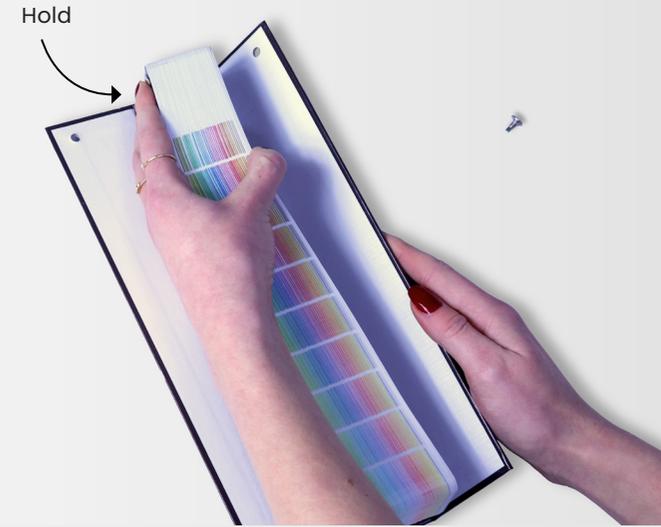
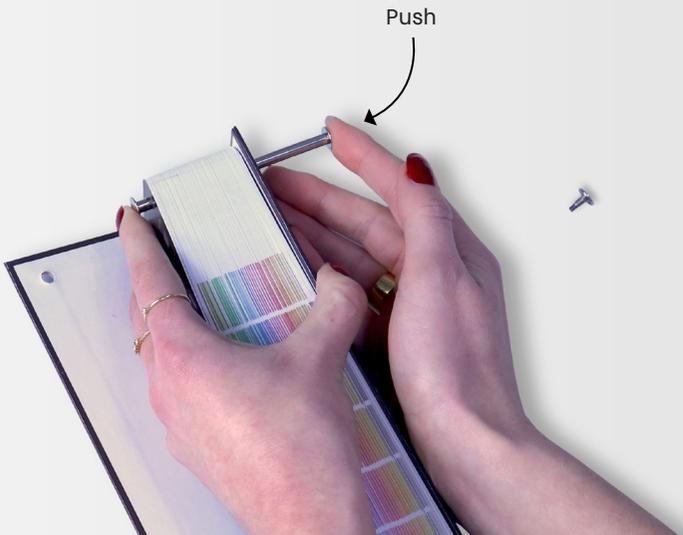**1** Fold the cover.

2 Loosen the screw on the front of your Index while holding firmly on the other end of the screw.
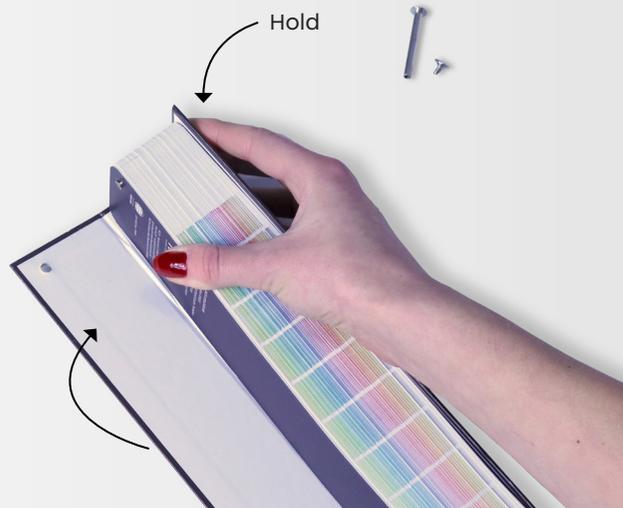
Screw out

Hold

3 Place the Index in your new cover while still holding the screw and pages together firmly.

Hold

4 Take your new longer screw and push it through the cover and Index while holding the product together. The old screw will be pushed out.

Push

5 Keep a firm grip of the Index and hold the screw in place while folding up the rest of the cover.

Hold

6 Tighten the screw back on.

Screw in