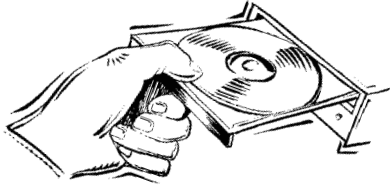


DVD Care Tips

Help your library maintain its DVD Collection.



Handle a DVD more carefully than a CD. To remove from the case, press the “push here” button on the hub located at the center of the disc. Using your other hand, gently remove the disc by its outer edge. Never remove by prying the outer edge.

Do not bend or twist discs.

Handle discs only from the edges and the center hole.

Do not touch the disc surface.

Don't stack discs.

Make sure the disc is properly seated in the tray before closing the door.

Single-sided discs should be inserted with the titles and artwork facing up.

Always store the disc in its protective case.

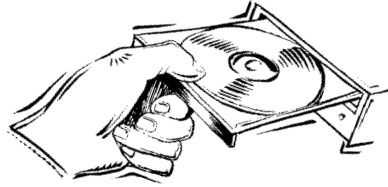
Keep discs away from extreme heat or direct sunlight.

Do not use any abrasive solvents or cleaning solutions.

Wipe discs gently in only a radial direction (a straight line between the hub and the rim) not in a circle.

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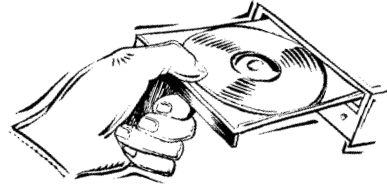
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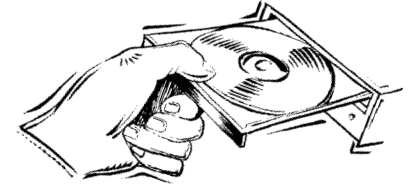
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Bookmark Cutting Instructions

0.5"
/ /

2.5"
/

2.5"
/

2.5"
/

2.5"
/

0.5"
/ /

measure from here

Cut on the dotted lines.

The bookmarks are 2.5" wide. There is a half-inch (0.5") tab added to the ends of the page to accommodate the margin requirements of some printers. Discard the strips cut from the ends.

Some printers do not locate the print area accurately and can shift the image right or left in this orientation. Therefore it is recommended that you measure from the center of the space between the middle bookmarks.