

# Full assembly instructions

**Select those parts of the instructions that apply to the model you have purchased.**

## **Tripod Stand Assembly (Fig.A)**

Figure A - Holding the bottom part of the Stand with the plastic Boss (Item 1) at the bottom, take one of the metal Legs (Item 2) and push the tapered end of the Leg through one of the holes in the Boss with the wide part of the Leg uppermost.

Finally push one of the ferrules (Item 3) on the tapered part of the Leg. Repeat the operation with the other two legs.

Push each metal Leg fully down and swing out each Leg until they lock into position.

To assemble the top section of the stand, depress the plastic stud (Fig.B) and push the top tube into the bottom tube, ensuring the plastic stud locates into the receiving hole.

## **Stand with 4 Plastic Feet (Fig.C)**

Fit the bottom of the pole into the boss. To attach the legs, hold the tube assembly with the base uppermost and insert a leg into each of the four slots. Ensure before insertion that the legs are the correct way up, as shown on Fig.C. Make sure that each leg is fully pushed into the base. Turn the stand over and check that the feet rest flat. To adjust the height of the model, loosen the locknut (Fig.D) and withdraw the upper telescopic tube as required. Lock firmly in position.

## **Assembly of the Form**

Before placing the Torso onto the assembled Stand reposition the Height Adjuster (Item 5) fitted onto the top section of the Stand, at the required height. Place central Pole inside Torso over the top of the Stand and lower Torso into place.

Before starting to adjust the Dressform, please check your measurements, ie, Bust, Waist, Hips, Neck and Back Length as shown on Fig F.

## **Back Length Adjustment – 8 Part Models Only (Fig.E)**

Adjust to the correct back height by loosening the black slide (Item 7, Fig E) and pulling down the bottom of the Form to the required measurement making sure that the waist-line is kept level. Retighten the slide to hold in position.

## **Adjusting the size of Supa-Fit and My Double type Dressforms**

### **Bust, Waist and Hip Adjustment (Fig.G)**

These adjustments are made by turning the adjusting wheels downwards to increase the size and upwards to reduce. There are three sets each of four wheels, and the sets are positioned at Bust, Waist and Hips.

Adjust each wheel a little at a time equally over all needing adjustment until each tab shows the measurement required against the sides of the sections of the Form, inches on the right and centimetres on the left. (See Fig.G where wheel is adjusted to 36 inches 91cm.)

Check measurements with tape measure and make fine adjustments as necessary.

At some settings, tension in the model may make a wheel difficult to adjust. This can be overcome by increasing the adjustments immediately above and/or below it. This releases the tension enabling the wheel to be adjusted to the desired measurement. The other adjustments can then be returned to their correct settings.

## **Adjusting the size of Diana and Twin-Fit type Dressforms**

### **Bust, Waist and Hip Adjustment (Fig.H)**

There are three sets each of four wheels, and the sets are positioned at Bust, Waist and Hips.

If you are bust size 92cm (36") place one hand behind the dressform opposite the front dial on the bust and with your other hand squeeze the white release clamp in the centre of the dial knob and turn the knob clockwise until the indicator coincides with the no 92 on the outer ring and then release. Next, programme your waist and hip measurements onto the front dials in the same manner. Repeat with the dials on the back and then the two sides. Check measurements with tape measure and make fine adjustments as necessary.

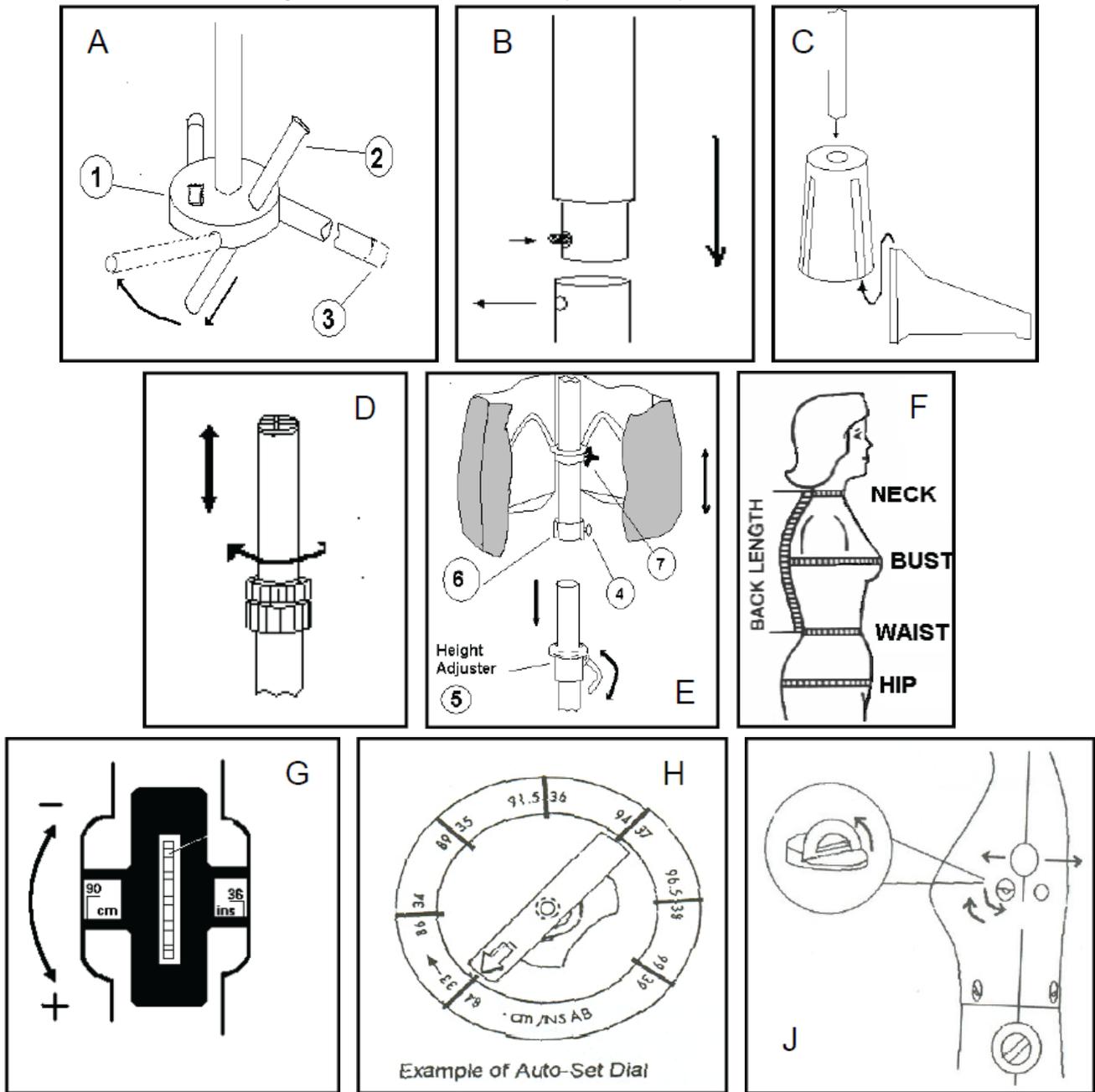
At some settings, tension in the model may make a wheel difficult to adjust. This can be overcome by increasing the adjustments immediately above and/or below it. This releases the tension enabling the wheel to be adjusted to the desired measurement. The other adjustments can then be returned to their correct settings.

## **Diana Petite Model only (Fig.J)**

To change the side bust adjusters

At the sides of the bust are two small adjusters. Lift the semi-circular tab on the top of the adjuster and turn the

adjuster a quarter turn counter clockwise to unlock it. Pull the two body sections apart to achieve the required dimension and turn the small adjuster clockwise to lock the pieces into position.



### Neck Adjustment SupaFit and My Double 8-part Dressforms

#### Small/Medium/Full (Fig.K)

To increase the neck, SLIGHTLY unscrew the Pin Cushion (Item 9) and turn the Top Cap (item 10) in a clockwise direction until the size required registers with the marker (item 11) at the front of the Model. Retighten the Pin Cushion. Check size with tape measure before use.

#### Junior/Petite (Fig.L)

To adjust Neck slightly loosen the top knob (item 9) move the sections equally to the size required and retighten the knob firmly.

#### Neck Adjustment – Diana, Twinfit and all 4-part Dressforms (Fig.M)

To increase the neck, push-in the knob in the centre of the neck at the same time as turning it in a clockwise direction. A Pin Cushion is provided in the neck cap.

Check size with tape measure before use.

#### How to use the Pin Hem Marker (If supplied with your model) (Fig.N)

With the hem bar in the horizontal position, loosen the clamp and position the marker at the desired height, lock in

position.

To mark a hem, place fabric between the plastic clamps and insert a pin through the slot near the top of the clamp. Repeat every 5cm around the hem. The numbers on the gauge can be used to mark the hem allowance.

**How to use your Chalk Hem-marker (If supplied with your model) (Fig.O)**

Loosen and slide the height adjuster (item 12) down the bottom section of the Stand until the top of the adjuster corresponds with the required height shown on the scale (from floor level). Tighten the adjuster. Recheck Shoulder height setting.

Remove the container at the bottom of the chalk ejector (item 13). Fill with chalk powder provided and replace firmly in position. To free the spray nozzle of any surplus powder, press the bulb sharply once or twice.

When the garment is ready for hemming, take the bulb in your hand and adjust the position of the spray nozzle (by means of the metal slide) so that it is very close to or just touching the garment. Give the bulb a short sharp squeeze. Repeat the operation every two inches until the hem is completely marked.

DO NOT TRY TO MARK WHILST MOVING THE SPRAY NOZZLE

NB By turning the chalk ejector 180°, the Hem-Marker can be used to mark a garment worn by yourself if you prefer.

**How to use your Hem-Leveller (If supplied with your model) (Fig.P)**

Loosen and slide the Hem-Leveller up or down the bottom section of the Stand until it is at the required height from the floor and tighten.

With the garment hanging on the Form, rotate the Hem-Leveller (item 15) inside the garment and use this as a guide to mark the level of the hem with pins or tailors chalk approximately every two inches around the hem.

