Linscheid Library
Operating the Mini Printing Press

1. Do not use the mini printing press without discussing it with the Special Collections librarian. Due to the fragility of the press, use is limited. Stamps and ink are kept in Technical Services.

2. Start by cutting the paper you are using into a 7”x7” square.

3. Open the paper holder and place the paper underneath the flap that has the center cut out.

4. Apply ink to the stamp you are using.

5. Place the stamp in the center of the wooden tray.
6. Close paper holder so that the paper is against the stamp.

7. Make sure the wooden screw is raised.

8. Turn the wooden handle on the side of the book press counter-clockwise to move the stamp and paper underneath the screw.

9. Turn handle for the screw clockwise to lower it and apply pressure to the stamp.

10. Leave it for several seconds, then raise the screw by turning it counter-clockwise.

11. Turn the handle on the side of the press clockwise to move the stamp and paper out from underneath the screw.

12. Open the paper holder to remove the stamped paper.