**Safety:**
1. Do not use bits on materials they are not rated for.
2. You should not need to apply much force.
3. Always move the tool in the direction away from your body.

**Set-Up:**
1. Select desired bit and ensure it is appropriate for material. You may need to check recommended speeds as well.
2. Slide down both blue latches at same time to unlock collet.
3. Holding down latches, fully insert bit into collet.
4. Release blue latches to lock in place.
5. Use clamps to firmly secure material to work surface. **Do not hand clamp.**

**Use:**
1. Plug in Dremel and set desired speed using bottom dial.
2. Turn Dremel on.
3. When not actively working, turn Dremel off.
4. When finished, turn off and unplug from power.
5. Unload bit using blue latches. Return to original location.

*For more Wood Shop information, check out the BeAM website here: https://beam.unc.edu/wood-shop/*