**How to cut the length of a machine screw properly:**

1. **Gather materials together:**
   1. The screw that you wish to cut to length
   2. Wire Stripper/Bolt Cutter
2. **Follow the correct steps to cut the screw to length:**
   1. Look closely at your bolt cutters and find the threaded hole that fits your machine screw. Most bolt cutters will show the following machine screws sizes; 4/40, 6/32, 8/32, 10/24 and 10/32.
   2. Once you have selected the correct thread size, thread the screw into the threaded hole FROM THE FRONT SIDE (Marked Side) of the bolt cutter.
   3. The screw will be cut at the junction between the two jaws of the pliers, so thread your screw through far enough to the length you require.
   4. Keeping your fingers clear of the JAW AREA , pull the handles together until the bolt cutter shears the bolt off at the correct length.
   5. Using a screwdriver that fits the head type of your screw, back the screw out of the threaded hole.

(By backing the machine screw out of the threaded hole in the bolt cutter, the threads ,which were cut, are straightened out as they are threaded back through the pliers. This ensures that the machine screw will accept a nut on the cut area of the screw.)