HOME IMPROVEMENT

Your home is one of your soundest and wisest investments. It's the place where memories are made and enjoyed. So, of course, you'll want to protect and maintain it. And, nothing beats the satisfaction you'll feel by doing it yourself. Your home is, after all, a reflection of you and your family. With a few helpful hints, an array of do-it-yourself books and the advice of your home improvement store professional, you'll keep your home in perfect condition for years to come.

Home Tool Box for the Do-It-Yourselfer

The following list is intended as a reference point from which you can develop your own home tool box.
With these handy tools you'll be ready to tackle most simple home repairs.

- **Flexible Steel Tape**
  Select one 12 feet long, 3/4 inch wide, in a sturdy case.

- **Cordless Electric Drill**
  Purchase an assortment of drill and screw driver bits.

- **Clamps**
  Hand trigger style, a pair of 12 or 18 inch will help hold most items.

- **Adjustable-End Wrench**
  Select a 6-10 inch model for most household projects.

- **Claw End Hammer**
  Select one with a wooden or fiberglass handle.

- **Combination Square**
  Includes a straight edge, a level for checking horizontal and vertical lines, a square for measuring both 45-degree and 90-degree angles.

- **Screwdrivers**
  Purchase a selection of standard models for straight-slotted screws and a Phillips for cross-slotted screws.

- **Crosscut Saw**
  Select a 26 inch blade, with 8 or 10 points.

- **Chisel**
  Select "bench" for wood and "cold" for metal.

- **Slip-Joint Pliers**
  Select 7-inch model for most uses.

- **Needle-Nose Pliers**
  Choose a pair 6 inches long with insulated handles.

- **Palm Sander**
  Choose one with an attached dust bag and assorted grit sandpaper.

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## Important Phone Numbers

**In an Emergency Call 911**

<table>
<thead>
<tr>
<th>E.M.S. (Emergency Medical Services)</th>
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<tbody>
<tr>
<td>Urgent Care Center</td>
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<tr>
<td>Poison Control Center</td>
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<tr>
<td>Physician</td>
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<tr>
<td>Police</td>
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<tr>
<td>Fire</td>
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<tr>
<td>Dentist</td>
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<tr>
<td>Hospital</td>
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<td>Pharmacy</td>
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</tbody>
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Additional Home Improvement Information on Reverse Side
What’s a CC Nail?
Cement Coated (CC) nails have a special finish that makes them very effective where extra holding power is needed. The cement is an adhesive resin with which the nails have been treated. It melts from the heat of friction as the nail is driven, then sets like glue when it cools.

Sticking Doors
Sticking doors are often caused by swelling of the wood in the door frame. To find the places where the door sticks, run a piece of cardboard between the closed door and the door jam. The places where the cardboard sticks should be smoothed with sandpaper.

Regrouting Tub Joints
Begin by scraping away old grout with the pointed end of a can opener. Fill the tub three-quarters full with water; the weight of the water holds the tub down so that the joints will be opened their widest for thorough repair. Use good-quality latex caulk, following instructions given on the tube.

Stop Paint Drips
To avoid paint drips when painting overhead, wrap a strip of cloth around the brush handle where the ferrule and bristle meet.

Clean Before Painting
Even if they seem to be clean, surfaces should always be thoroughly washed just before they’re painted. Every bit of dirt, grease and oil must be removed, because even fingerprints can prevent new paint from adhering firmly. A good washing with a heavy-duty household detergent will usually suffice, but in some cases, stubborn grease and grime may require an extra-strong solvent.

Paneling Tip: Exposing Outlets
To expose electrical outlets you will need to make pocket cuts in the panels before installing them. To mark a panel for cutting, chalk the edges of the outlet and then stand the panel in place. Press the panel firmly against the outlet, tap with a mallet to transfer the chalk outline, then remove the panel for cutting.

Tool Tips
When buying tools look for quality, precision-made products, and with care they should last a lifetime. Use tools only for their intended purposes. For example, don’t use a screwdriver for a chisel or pound a nail with a wrench. Keep tools sharp and clean. After use, always replace them in their designated storage area. Power tools should be inspected for any loose electrical connections or damaged parts and repaired before using again.

WORKSHOP REFERENCE

MEASUREMENT EQUIVALENTS

<table>
<thead>
<tr>
<th>Square Measure</th>
<th>144 sq. in. = 1 sq. ft.</th>
<th>9 sq. ft. = 1 sq. yd.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Volume Measure</td>
<td>1728 cu. in. = 1 cu. ft.</td>
<td>27 cu. ft. = 1 cu. yd.</td>
</tr>
</tbody>
</table>

Measures of Capacity

| 1 cup = 8 fl. oz. | 2 cups = 1 pint | 2 pints = 1 quart | 4 quarts = 1 gallon |

Decimals

| 13/16 = .8125 | 7/8 = .8750 | 15/16 = .9375 |

U.S. - METRIC CONVERSION

| Fluid Measure | 1 cu. in. = 16.39 ml. | 1 fl. oz. = 29.6 ml. | 1 cup = 237 ml. | 1 pint = 473 ml. | 1 quart = 946 ml. | 1 gallon = 3.785 liters |
| Linear Measure | 1 in. = 2.54 cm. | 1/16 in. = 1.5875 mm. | 1 in. = .0254 m. |
| 3 = 7.62 cm. | 1/4 in. = 6.35 mm. | 1/2 in. = 12.7 mm. | 5 = 12.7 cm. |
| 4 = 10.2 cm. | 1/2 in. = 12.7 mm. | 3/4 in. = 19.05 mm. |
| ft. = 30.48 cm. | meters = .0254 m. |

FORMULAS

TO FIND CIRCUMFERENCE:

- Circle - Multiply the diameter by 3.1416.
- To Find Area:
  - Circle - Multiply the square of the diameter by .7854.
  - Rectangle - Multiply the length of the base by the height.
  - Sphere (surface) - Multiply the square of the radius by 3.1416 and multiply by 4.
  - Square - Square the length of one side.
  - Trapezoid - Add the two parallel sides, multiply by the height and divide by 2.
  - Triangle - Multiply the base by the height and divide by 2.

TO FIND VOLUME:

- Cube - Cube the length of one edge.
- Cylinder - Multiply the square of the radius of the base by 3.1416 and multiply by the height.
- Pyramid - Multiply the area of the base by the height and divide by 3.
- Sphere - Multiply the cube of the radius by 3.1416, multiply by 4 and divide by 3.