Thanks for ordering our 201036 Teflon Insert Jig.

**Purpose:**
This tool eliminates the need for silencers under adjusting screws. It allows a hole to be easily drilled into the end of an adjusting screw, and a nylon/Teflon insert can then be glued in. Many oboe players will thank you forever (and pay you handsomely) for making this conversion to their instruments.
Directions:

1. Unscrew the drill guide (A) from the insert jig (B).

2. Remove adjustment screw (C) from instrument, and using a pair of tweezers, dip the slotted end of the screw into tuning slide grease or lanolin. (The grease is used to stand the adjustment screw upright in the base of the insert jig.) Screw the drill guide into the base of the jig. You will notice that the inside of the bottom of the base is tapered or V-shaped like the bottom of the drill guide. The V-shape is used to center the adjustment screw when the base and drill guide are screwed together.

After assembling the jig with the adjustment screw in place, look through the view hole on the side of the base to see if the adjustment screw is standing up straight in the jig. If the screw looks to be a little off, unscrew the jig a quarter turn then tighten it up again. This will center it. It is a good idea to do this even if the screw looks straight because the screw must be perfectly straight in the jig before you drill the end for the Teflon insert.

3. Take the precision split point drill bit (#60 drill) and place it in the drill guide making sure it is in contact with the adjustment screw.

4. Place the drill and jig into the bench motor drill chuck with about 1/16” to 1/8” of space between the top of the jig and the drill chuck while making sure the drill is in contact with the screw. Setting up this space allows you to set the drill depth. 1/16” should be fine for most adjustment screws. A drill press can also be used by following the same procedure as above.

Once you begin to drill, it is important to back the drill out often to clear away any chips that can quickly bind the drill. This point can not be stressed enough - you need to clear the chips or you may bind or even break the drill. If you feel the drill start to bind, back it out and notice the chips being cleared out. Continue this until the top of the jig touches the drill chuck which is your predetermined depth.
5. Remove the jig and disassemble the base and guide. Remove the adjustment screw and prepare to install the Teflon insert.

6. Without cutting the Teflon, insert one end into the hole you have just drilled and cut it leaving 1/32” to 1/16” sticking out. (If you find it difficult to insert the Teflon, cut the end at a slight angle before inserting it into the screw.) You are now ready to assemble the screw into its proper key.

7. Before making an adjustment, adjust the screw farther down than it need to be and press down to compress the Teflon at the tip. This precompresses the Teflon and makes sure it is seating all the way to the bottom of the hole drilled for the insert.

You are now ready to make any adjustments!

Enjoy,