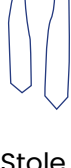# How to insert graduation stole
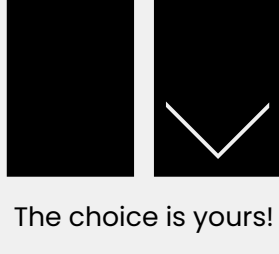
WHAT YOU'LL NEED

Stole   Butter knife   Soft cloth or towel   Tape

Select the mat board that works best for your stole design: Our single-slot or our V-shaped slot mat.

The choice is yours!

It's reversible! If you would prefer your graduation stole to pop against a white background, simply flip over our mat and backing boards for a completely different look.

Lay your stole shadow box facedown on a clean towel. Bend back each black flexible tab using a butter knife. Remove the black backing board. Decide which mat board (single-slot or V-slot) is best for your stole display.

Fold stole in half with the decorative side facing up and tape the stole points together. If using the single-slot mat board, fold 1/3 of the fabric over then under the stole.

Flip stole over and smooth out any excess fabric along the folded back. Secure with tape ensuring that you don't affix back of stole to the section that will be inserted through the die-cut opening.

Carefully insert the stole points through the slot on the mat board. Guide the stole through the slot then position to your liking. Secure the stole points to the black mat with tape.

Turn mat board over and carefully lower it into the frame. Flatten stole fabric and secure with tape to back of mat board. Place other mat board on top of it.

Finally, with the white side facing out, set the backing board into the frame. Gently push the black flexible tabs back down to secure in place. Now your stole frame is ready to hang.