1. Materials:
   a. 100 sheets – A4-sized 120-gram acid-free paper (Due to the likelihood of printer jams and user error, 120 sheets is recommended.)
   b. 1 sheet (636mm x 210mm or larger) – light tagboard, also known as 'posterboard' (acid free preferred)
   c. 10m – strong dental floss (available in plain, mint, and possibly other flavours and aromas as well)
   d. 42 cm – narrow ribbon

2. Tools:
    a. computer capable of reading pdf files
    b. all twenty-two (22) pdf files for ⊛T♡Ξ (available for free download at altracts.org)
    c. colour printer attached to computer with printer driver properly installed (1200 dpi or better and duplexing capacity recommended)
    d. corner cutter
    e. metric ruler or drafting scale
    f. straightedge (metal edge preferred if using utility knife)
    g. pencil (drafting pencil and lead pointer recommended)
    h. burnishing tool (or inkless ballpoint pen)
    i. light utility knife or quality scissors
    j. cutting mat or large glass surface (if using utility knife)
3. Printing:
    a. Print one full set of all twenty (20) quires onto acid-free 120-gram A4-sized paper.
    b. The quires are formatted for A4-sized paper. Using American 8.5" x 11" paper will result in excess scaling, resulting in smaller text and pictures and oversized top and bottom margins. Americans may be able to obtain appropriate paper from a well-stocked office-supply store. It can also be ordered from Internet suppliers.
    c. Each quire requires five (5) sheets of paper.
    d. When setting all printing preferences, use the printer's own preferences dialog box. Setting preferences from your pdf reader's printing dialog box instead can result in improper scaling. When printing from a pdf-reader program, the program's printing dialog box will appear first. Select the printer from that dialog. Then click on the 'preferences' button. This will open the printer's own preferences dialog. Make all settings there. Do not specify any special settings in the pdf-reader program's dialog box.
    e. When using a duplexing printer (i.e., a printer that can print onto both sides of the paper), simply choose 'booklet printing'. Choose the best quality, colour, A4 paper, thick paper. For standard (non-duplexing) printers, use the method described in section 3h. If duplex booklet printing works properly, go to section 3i after printing out all twenty quires.
    f. The pdf files were made for 600 dpi printing. Since booklet printing scales the pages to half size, 1200 dpi ensures complete transfer of the file to paper. Printing at higher than 1200 dpi may result in slight improvement of print quality.
    g. In some cases with duplexing laser printers, ghosting can occur where a faint trace of previously printed pages is printed onto subsequent pages. If this occurs, switch to the manual booklet method described in section 3h.

h. Manual Booklet Method (for non-duplexing printers or for duplexing laser printers that cause ghosting when booklet printing):

    i. From the printer's 'preferences' dialog box, choose best print quality, color, thick paper, multiple pages per side, two pages per side, A4 paper.

    ii. From the pdf-reader's dialog box, from 'page range' select 'pages'. Enter the following string of numbers, including the commas, and click 'okay': 20,1,18,3,16,5,14,7,12,9.

    iii. After the sheets have printed, reload them face down into the paper tray. The last page printed should be on top of the stack. From 'page range' select 'pages'. Enter the following string of numbers, including the commas, and click 'okay': 10,11,8,13,6,15,4,17,2,19.

    iv. Notes. Some printers may print such that the paper needs to be reloaded differently. Use trial and error with standard paper for one (1) quire the first time to see which method works properly. Separating each sheet individually helps prevent jamming. In extreme cases, printing can be accomplished by manually feeding one sheet at a time into the printer. For using manual-feed trays, select 'manual feed' from the printer's own dialog box.

    v. A properly printed quire will appear as follows:

        1. Sheet 1:
            a. Front: 20,1
            b. Back: 2,19

        2. Sheet 2:
            a. Front: 18, 3
            b. Back: 4,17

        3. Sheet 3:
            a. Front: 16,5
            b. Back: 6, 15

        4. Sheet 4:
            a. Front: 14,7
            b. Back: 8, 13

        5. Sheet 5:
            a. Front: 12,9
            b. Back: 10,11

i. The centerspreads of Quires 2 and 3 (Q2a and Q3a, respectively) must be printed separately. Their respective sheets will at this point contain only headers and page numbers. Reload them into the printer and print them single sheet. The images should print across the full length of their respective pages.

4. Rounding Corners:

    a. Square each quire.

    b. Use small binder clips to secure the pages in the centers of all four sides of each quire.

    c. Carefully slide each corner into a corner cutter, and cut off the corners. Five sheets of 120-gram paper is fairly thick, and a great deal of force may be needed to make a single clean cut. Misaligned cuts can usually be easily realigned and recut.

    d. Remove the binder clips, and set the quire aside.

5. Folding:
    a. Individually fold each sheet of each quire exactly in half.
    b. Make a strong crease at the fold.
    c. Folding multiple sheets together leads to imprecision. Since the gutters for the quires are very small, precision is important.
    d. Once all 20 quires are properly folded and assembled, stack them together, and set them aside. They can be weighted down or pressed if desired.

6. Making 'underwear':
    a. Measure the short edge of the paper. A4 paper is specified as 210mm in width. However, manufacturing differences may lead to slight differences in size. Cut a sheet of light tagboard (sometimes called 'posterboard') 210mm x 636mm. This will be the 'underwear' for the book.
    b. Starting from the left edge of the tagboard, mark lines at 148mm, 300mm, 336mm, and 488mm.
    c. Using a burnishing tool and a quality straightedge, score the lines into the tagboard.
    d. Note: some tagboard has a glossy side and a flat (i.e., non-glossy) side. If using tagboard with a glossy side, make the marks on the flat side. The glossy side should be the outside of the 'underwear'.
    e. Round the corners using a corner cutter.
    f. Gently crease the scored lines inward. If tagboard is folded quickly, it will tear. Creasing gradually can prevent such tearing.

7. Binding:
    a. Using about ten meters of strong dental floss, wrap the floss down the fold of each quire in order and around the 'spine' of the underwear (i.e., the section that is 36mm wide).
    b. Tighten the floss and tie both ends together. Trim any excess.
    c. Note: This should be done carefully. Excess floss can result in loose quires. Also, the 36mm width of the spine causes the pages to press together strongly. The end of the floss can be tied around all twenty (20) strands across the spine together to tighten them. A sewing needle may be needed to feed the floss under the strands.

8. Finalisation:
    a. Secure the first two sheet of Quire 0 (pages 1-4) under the front flap of the 'underwear'.
    b. Secure the last two sheets of Quire 19 (pages 17-20) under the back flap of the 'underwear'.
    c. Tie 42 cm of narrow ribbon around the strands of floss across the spine to make a bookmark.
    d. The book is now complete and ready to receive an L.P. jacket.