



NUMBER OF RINGS EXPLAINED

Smart Presentation

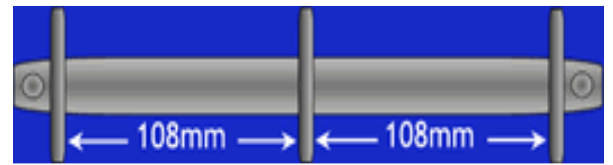
Two rings



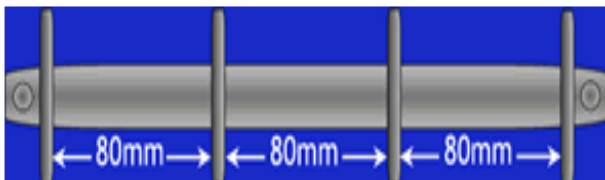
Two rings are the most economic and also the most suitable for use when simple additions to the binder are envisaged (most offices have a two hole punch). They are not suitable for heavy use, since the pages are more likely to tear out.

Three Rings

Mostly used when the binder is housing pages going to or coming from the United States (nearly all loose-leaf supplies in the USA are based on three rings). Three rings also prevent the transfer of pages to and from other binders since most will be two or four hole punched.



Four Rings



This form of fitting, keeps all the pages in line. It also has the least risk of tearing the pages in heavy use, as the pressure is shared between four 'weak' areas rather than two or three.