

## Using an Umbrella

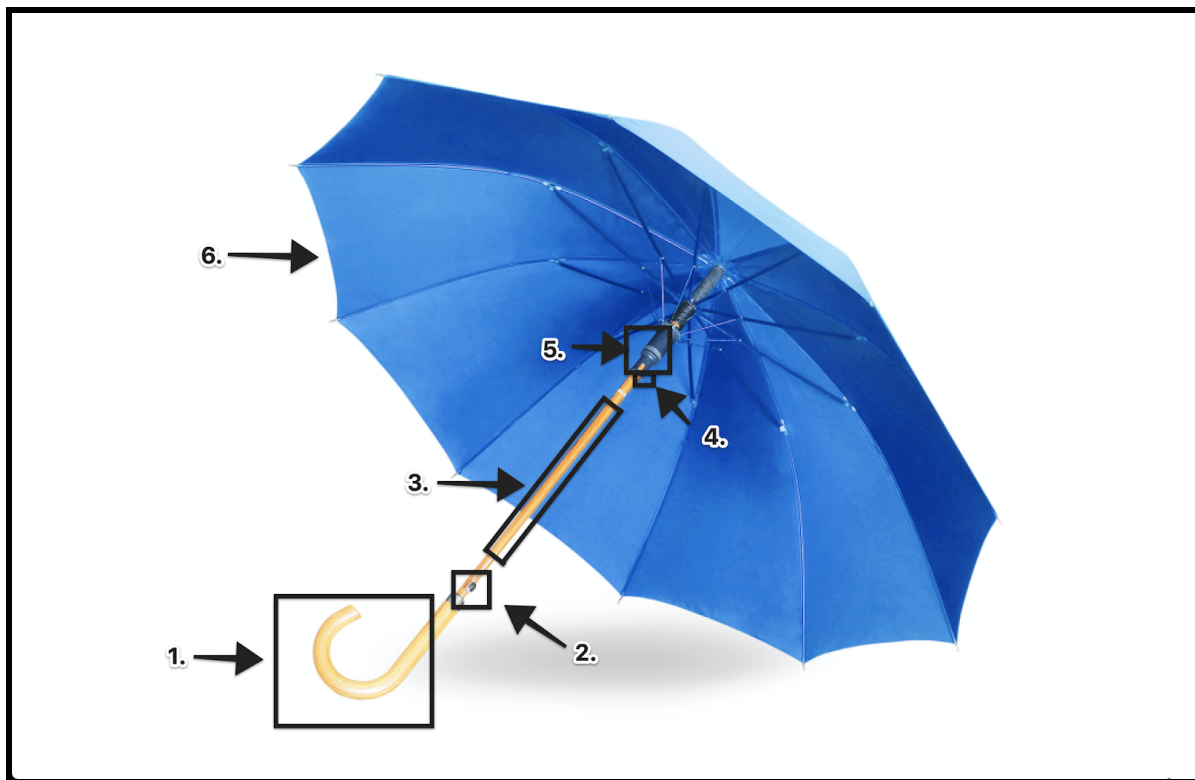
This guide shows you how to use an umbrella.

In this guide, we will review:

- [Parts of an Umbrella](#)
- [Opening an Umbrella](#)
- [Using an Umbrella](#)
- [Closing an Umbrella](#)

### Parts of an Umbrella

This is an overview of the terminology used for the different parts of an umbrella. While they can vary based on the type of umbrella you have, the main parts of an umbrella are:



1. Base - The bottom, or handle of the umbrella.

2. Button - A switch on the base of the umbrella. Buttons are only included on automatic umbrellas.

3. Pole - The shaft of the umbrella.

4. Top Spring - A spring button towards the top of the umbrella pole that keeps the runner in place.

5. Runner - A plastic grip that slides up and down the length of the umbrella pole.

6. Canopy - The awning of the umbrella that blocks the rain or sun.

## Opening an Umbrella

Before you can use an umbrella, you will need to open it. There are three basic steps.

1. Remove the velcro strap around the umbrella.

2. Hold the base of the umbrella with one hand.

3. Using the thumb and index finger of your other hand, push the runner up towards the top of the umbrella pole until it clicks into place.



*Note: If you have an automatic umbrella, Step 3 will be unnecessary. On an automatic umbrella, you can press the button on the base of the umbrella, and the umbrella will open.*

## Using an Umbrella

Once you open the umbrella, it is ready to be used. You can use an umbrella to protect yourself from raindrops, sunlight, or other elements. To use an umbrella:

1. Hold the base of the umbrella, so your head and body are under the canopy of the umbrella.

## **Closing an Umbrella**

After you are done using an umbrella, you should close it. To do so:

1. Place one hand towards the top of the umbrella pole, underneath the runner.
2. Gently press the top spring button that is holding the runner in place, releasing the runner.
3. Slowly guide the runner down to the bottom of the pole with your hand.
4. Wrap the velcro strap around the umbrella, fastening the umbrella closed.