

How to Repair a Leaking Tap – Giving instructions

1. **Turn off** the water supply: Before attempting to repair a leaking tap, make sure you turn off the water supply. This will prevent further leakage and make the repair process easier.
2. **Remove** the tap handle: Use a screwdriver to remove the tap handle. This will give you access to the tap mechanism.
3. **Inspect** the tap mechanism: Take a look at the tap mechanism and identify the faulty part causing the leak. This could be a worn washer or an O-ring.
4. **Replace** the faulty part: Once you have identified the faulty part, replace it with a new one.
Make sure you use the correct size and type of washer or O-ring.
5. **Reassemble** the tap: Put the tap back together in the reverse order that you took it apart.
Make sure you tighten all screws and fittings.
6. **Turn on** the water supply: Once you have reassembled the tap, turn on the water supply and check for leaks. If there are no leaks, your repair is successful.

By following these simple steps, you will be able to repair a leaking tap with ease. Remember to use the correct tools and parts, and always turn off the water supply before attempting any repairs.

Notice how giving instructions requires a series of verbs in their simplest form.