## Materials and Tools:

- Typeset CS® Page Kit
- 12" Paper Trimmer
- Adhesive
- Tape
- Foam Adhesive
- $3 \times 14^{\prime \prime}$ CS® Grid Ruler
- Scissors
- CS® Bookbinding Glue
- Needle-tipped Applicator
- Stapler and Staples
- (3) \#1 Paper Clips (Optional)
- Slot Punch
- Craft Knife and Cutting Mat

LB = Left Base Page Measurement Conversions: . $25=1 / 4^{\prime \prime}$
RB = Right Base Page

## Preparation:

Remove the elements from the $8.5 \times 11$ " Mini File Die Cut and file into the designated file or pile as indicated on the diagram.

Trim the papers and printed cutaparts according to the written instructions. While trimming, distribute the pieces to a pile or file designated for each double page spread as referenced in the diagram. Prior to trimming the cutaparts in steps 5 and 6 , remove approximately $1 / 8^{\prime \prime}$ from the perimeter of each sheet, using the intersecting guidelines on each corner as a cutting guide.

To view a complete page assembly video tutorial, click or carefully enter the following link: https://youtu.be/9SmBviEG5UQ


2. Trim one Blue at $11,7.75$ and $4^{\prime \prime}$. Cut the $4 \times 12$ at $6^{\prime \prime}$. Trim the $3.75 \times 12$ at 8 and $4^{\prime \prime}$. Trim the $3.25 \times 12$ at $11.75,8$ and 4 ".

3. Cut one Green at $11.75,10$ and 5.75 ". Trim the $5.75 \times 12$ at $11.25,7.5$ and $3.75^{\prime \prime}$. Cut the $.75 \times 5.75$ at $4^{\prime \prime}$. Trim the $4.25 \times 12$ at 6 ".

## 12x12 Cutapart


5. Cut one Cutapart at $10.5,9,8.25,6.5$ and $3.5^{\prime \prime}$. Trim the $3 \times 12$ at 8.5 and $4.75^{\prime \prime}$. Cut one $1.5 \times 12$ at 4.5 and $2.5^{\prime \prime}$.

4. Trim one Red at $10.75,8.25$ and $5^{\prime \prime}$. Cut the $5 \times 12$ at 8 and $4^{\prime \prime}$. Trim the $3.25 \times 12$ at $11.5,9.25$ and $5^{\prime \prime}$. Cut the $2.5 \times 12$ at $10.75,9.75,8.75$ and 7.75 ". Trim each $1 \times 2.5$ horizontally at 2 ".

12×12 Cutapart

6. Trim one Cutapart at $11,10,9.25,7$ and 4 ". Cut the $4 \times 12$ at $11.25,10$ and $6 "$. Trim the $3 \times 12$ at $10,8,6$ and $4^{\prime \prime}$. Trim the $2.25 \times 12$ at $7.5^{\prime \prime}$. Remove the circles from the $.75 \times 4$ " strip with scissors.

Layouts 1 \& 2


|  | (2) $12 \times 12$ Gold (LB \& RB) |
| :--- | :--- |
| $\square$ | $4.25 \times 6.25$ Gold Photo Mat |
|  | (2) $4.25 \times 6.25$ Blue Photo Mats |
|  | $4.75 \times 12 \times 6.25$ Letters Print |
|  | $7.25 \times 12 \times 5.75$ Letters Print |
|  | $.75 \times 4$ Green |
|  | (2) $4 \times 5$ Red |
| . | $.5 \times 3.25$ Red |
|  | $2.5 \times 7.75$ Red |

- 1x2 Red
$\square$ Printed Cutaparts
Mini File Die Cuts
Bronze Label Holder with Mini Brads
Bronze Setting and Glass Dome
- Gold Ribbon
- Blue Silk Ribbon
$\square \quad$ (3) Paper Clips (Optional)

Layouts 3 \& 4


[^0]- 1x2 Red
- Printed Cutaparts
- Mini File Die Cuts
- Bronze Label Holder with Mini Brads
- Bronze Setting and Glass Dome
- Gold Ribbon

$\square \quad 12 \times 12$ Letters Print (LB)
- $12 \times 12$ Red (RB)
- (2) $4.25 \times 6.25$ Gold Photo Mats
(2) $4.25 \times 6.25$ Green Photo Mats
- $4.25 \times 6.25$ Blue Photo Mat
- (3) $3.75 \times 4$ Blue
- $4 \times 5$ Red
- $3.25 \times 5$ Red


[^0]:    - 12x12 Typewriter Print (LB)
    - 12x12 Blue Print (RB)
    - (3) $3.75 \times 5.75$ Green
    - (2) $4.25 \times 6$ Green
    1.75×12 Green
    - . $25 \times 12$ Green

