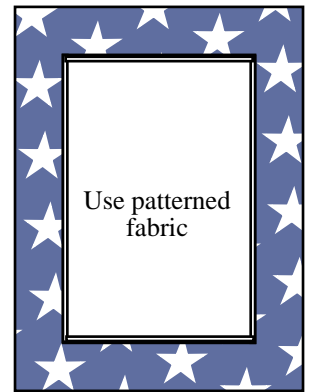
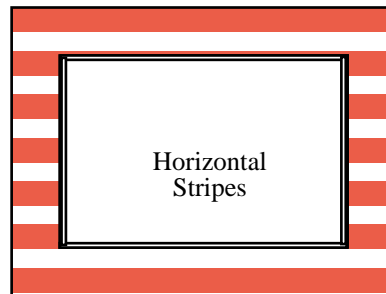
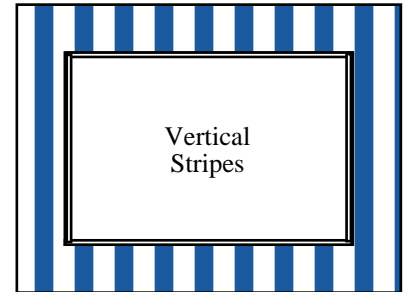
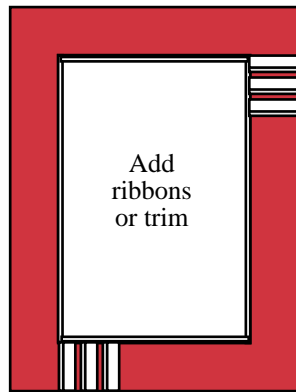
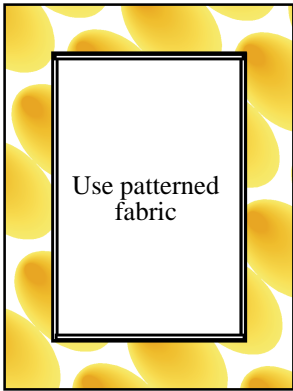


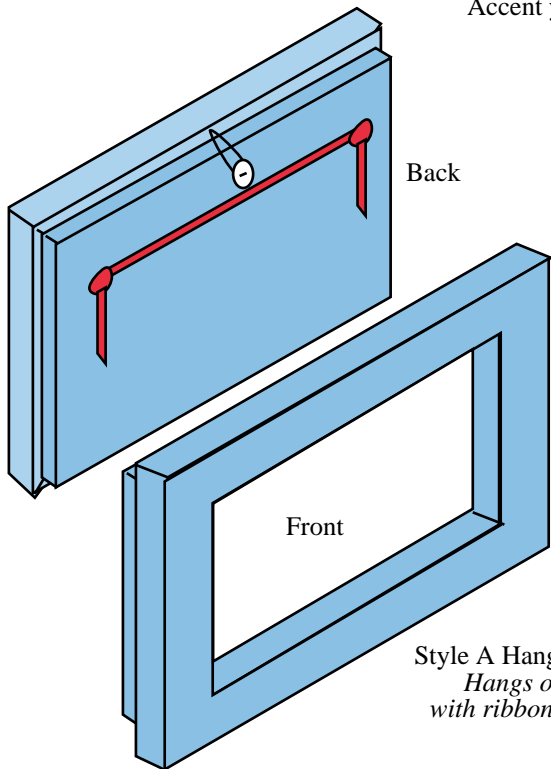
View Size	Frame Size
3" x 5"	5" x 7"
4" x 6"	6" x 8"
5" x 7"	7" x 9"

All Frames have 1" Borders

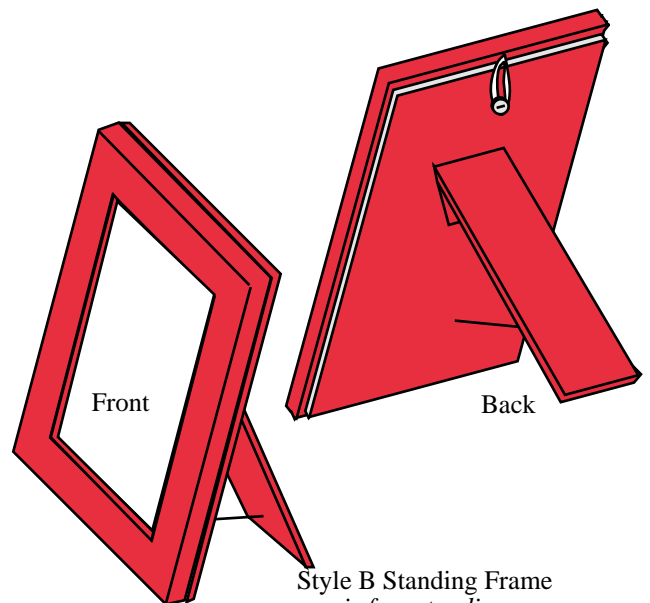
Make your frames from Foamboard  
 Add optional padding cut from foam rubber  
 Cover with fabric of your choice  
 Add trim of your choice if you wish  
 Use plastic glazing to protect your photo or artwork



Choose a horizontal or vertical view.  
 Cover your frame to match your decor.  
 Accent your photo, artwork or needlework.



Style A Hanging Frame  
*Hangs on wall  
 with ribbon or string*



Style B Standing Frame  
*is free standing*

**Supplies You Will Need - See Specifics Below**

For the Frame

- 3/16" thick Foamboard - can be purchased from hobby shops and art supply stores.
- Optional: Plastic glazing to protect your photo or artwork. You'll most likely find this in hobby shops. Check the framing department. It comes in various standard sizes and can be cut with scissors.

To cover the Frame

- 1/4" Rubber foam for padding (optional). Sold in hobby shops and fabric shops.
- Fabric - Choose one that doesn't ravel easily. Cotton or cotton blend is preferred. Thick fabric will not fold easily for covering the frame. Also consider that you will be using fabric glue which may not work well with silk or thin fabric.
- Thread to attach button and closures
- 1 Button - small 1/4" to 3/8"
- 1/8" ribbon or heavy string
- Fabric Glue
- Paper or light cardboard to make patterns and to mount your artwork or photo (you can cut from brown paper bags or other scrap paper)

**Tools You Will Need**

- X-ACTO Knife with sharp blade
- Metal Ruler to use with X-ACTO Knife
- Pencil
- Scissors
- Needle

**Specific Supplies:**

<b>FOAMBOARD</b>		
A 20" X 30" Piece will yield the following:		
View Size	Frame Size	No. of Frames
3" x 5"	5" x 7"	7 Frames
4" x 6"	6" x 8"	5 Frames
5" x 7"	7" x 9"	4 Frames

<p><b>Plastic Glazing:</b> Same size as the frame size. You can trim or cut to fit with scissors.</p>
---------------------------------------------------------------------------------------------------------------

<b>RUBBER FOAM</b>			
View Size	Frame Size	Rubber foam Each Frame	or 12" x 36" piece of rubber foam will cover:
3" x 5"	5" x 7"	5" x 7"	7 frames
4" x 6"	6" x 8"	6" x 8"	6 frames
5" x 7"	7" x 9"	7" x 9"	5 frames

<b>FABRIC - Each Frame</b>						
View Size	3" x 5"		4" x 6"		5" x 7"	
Frame Size:	5" x 7"		6" x 8"		7" x 9"	
	Horizontal	Vertical	Horizontal	Vertical	Horizontal	Vertical
36" wide fabric	1/3 yard	1/4 yard	1/3 yard	1/4 yard	1/3 yard	1/4 yard
44"/45" wide fabric	1/3 yard	1/4 yard	1/3 yard	1/4 yard	1/3 yard	1/3 yard

<p><b>1/4" Ribbon or Heavy String</b> 2-1/2" for Button Closure</p> <p>12" Will be enough for Hanger and Button Closure for any single frame</p> <p><b>Optional Trim</b> as required</p>
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<b>Instructions - Read before you begin</b>		
Cut out frame from foamboard		4
Cut out padding from rubber foam		
Make pattern for front fabric cover		5
Cut out fabric cover		6
<b>Dimensions for Patterns</b>		
3" x 5" Horizontal		7
Vertical		9
4" x 6" Horizontal		11
Vertical		13
5" x 7" Horizontal		15
Vertical		17
<b>Assemble frame</b>		
All Styles		
Covering Frame Front		20
Covering Frame Back / Attaching Button		21
Style A - Attaching Hanger		21
Style B - The Stand		22
All Styles		
Adding the Flap		23
Adding the Frame Closure		24
Placing Artwork into frame		25

**Corresponding Steps to Making your Frame**

Choose the style frame you will make (hanging or standing)

Dimensions for Frame -  
Foamboard and Rubber foam  
Pages 7 thru 17

Dimensions for Fabric Patterns  
Cut from Paper  
Pages 7 thru 18

Make Paper Pattern for  
Front Fabric Cover  
Page 5

Cut out fabrics from paper  
patterns Page 6

For Reference: Dimensions for Cut out Fabrics  
Pages 7 thru 17

Cut out Frames from foamboard  
and padding from rubber foam  
Page 4

Covering the front  
Page 20

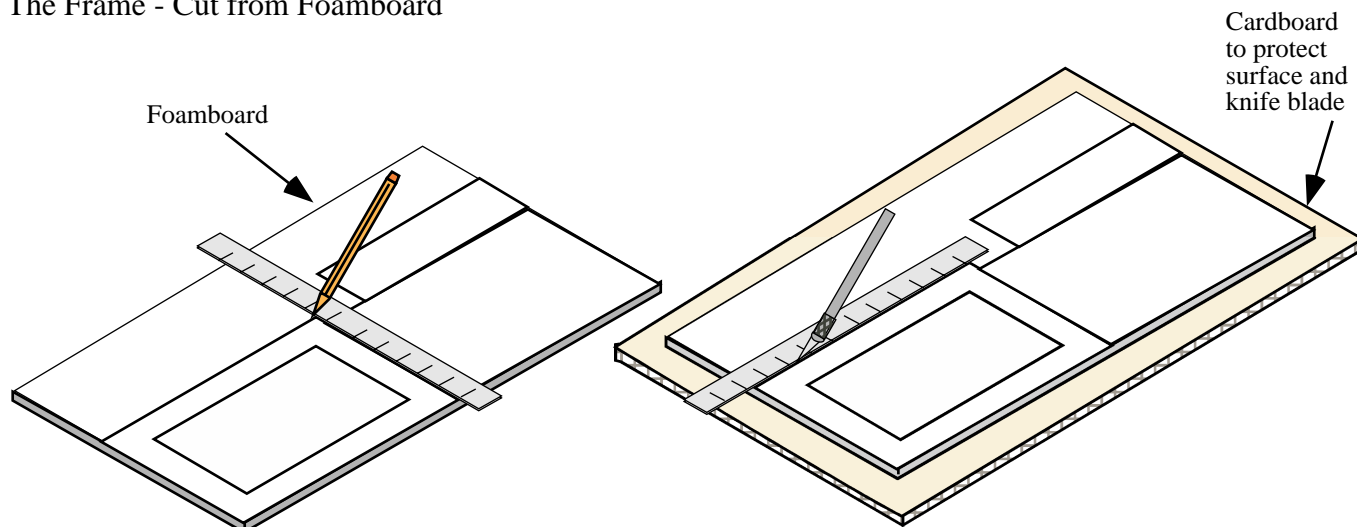
Covering the back / Attach button  
Style A only - Attach Hanger  
Page 21

Style B only  
Making the Stand  
Page 22

Attach flap to  
front and back  
Page 23

Add frame closure  
Page 24

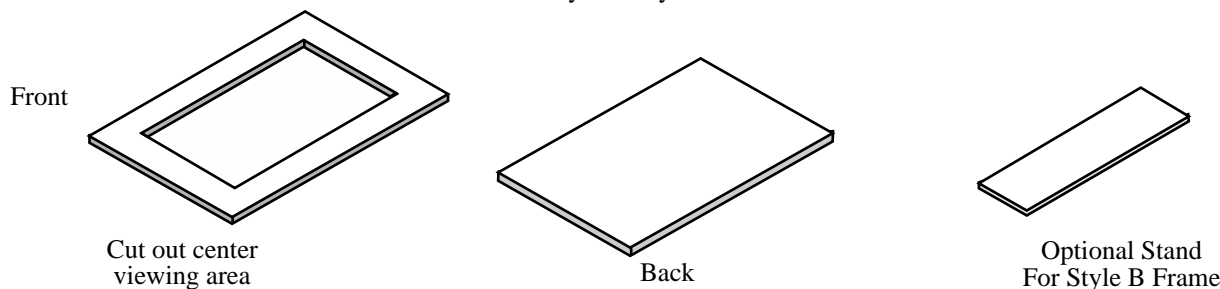
The Frame - Cut from Foamboard



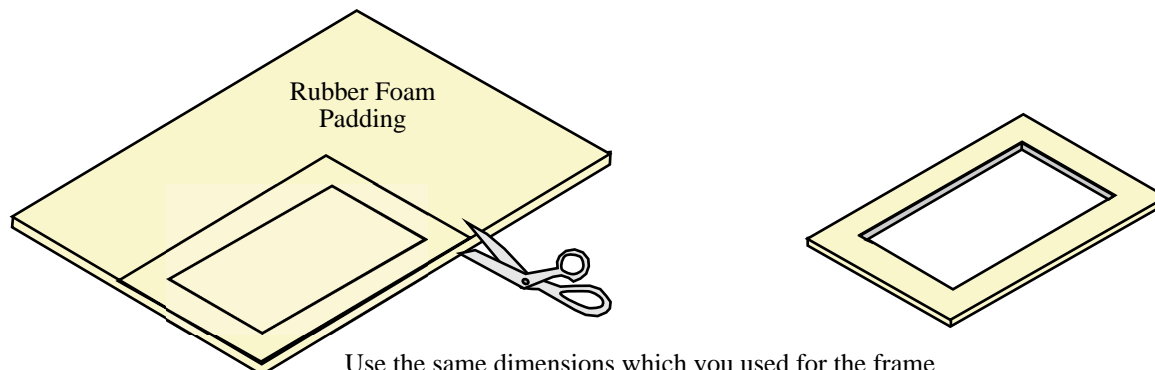
Lay foamboard on a flat surface.  
Use the Frame Pattern dimensions.  
With ruler and pencil, measure and draw  
these dimensions onto your foamboard

Ready to Cut : Use a metal ruler and X-Acto knife with a sharp blade.  
**Warning: Do not use a wooden or plastic ruler. You will need to apply pressure when cutting with the X-Acto knife. A blade can easily cut through a wooden or plastic ruler and perhaps cut yourself. (Trust me on this one... been there and done that!)**

Lay something underneath the foamboard, so that the blade does not go through to the underneath surface. A large cardboard box broken down and folded in two works well and won't hurt the blade.  
Cut out the frame pieces. Try to keep your knife blade straight up and down when cutting. It is easier if the foamboard is on the floor, whereas you are directly above your work.



The Frame Front Padding - Cut from Rubber Foam



Use the same dimensions which you used for the frame front, measure and draw them onto the rubber foam padding.

Cut out the padding with a pair of scissors.  
Cut out the center.

Sample - Making the Frame Front Pattern from the Frame Placement

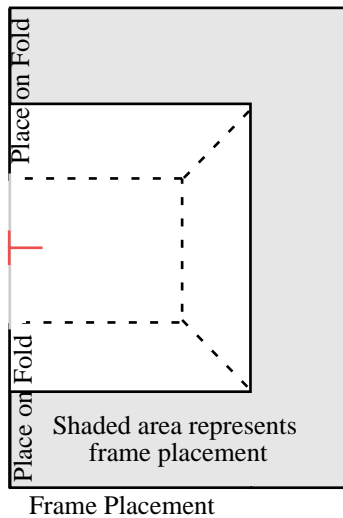
**On Page 8, the 3" x 5" Frame Front Pattern for a horizontal frame is your actual full size pattern** to use for cutting out the fabric. Unfortunately, the size of this paper is not large enough to accommodate full size patterns for the balance of the frame fronts.

For the rest of the frame fronts, we have supplied an actual size Frame Placement, which you will use to make your patterns. You will cut out the Frame Placement and attach it to a larger sheet of paper to complete the pattern, as illustrated below.

*(This will basically add one inch to each of threes sides of the Frame Placement.)*

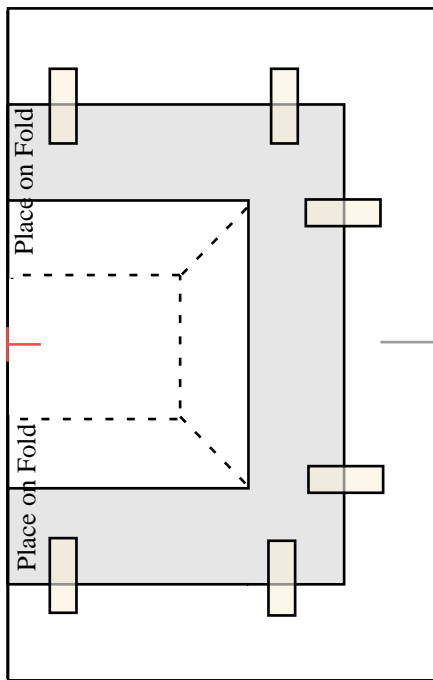
Choose the correct Frame Placement to make either a Horizontal or Vertical frame

-----  
Pattern sample is for the 3 x 5 horizontal frame shown as a finished pattern on page 8.



Cut out your Frame Placement  
*You can copy the page and cut out copy if you wish*

*Sample is 5" high x 3-1/2" Wide*

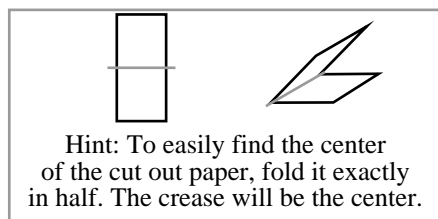


Using the dimensions indicated underneath your Frame Placement, measure and cut out a piece of paper

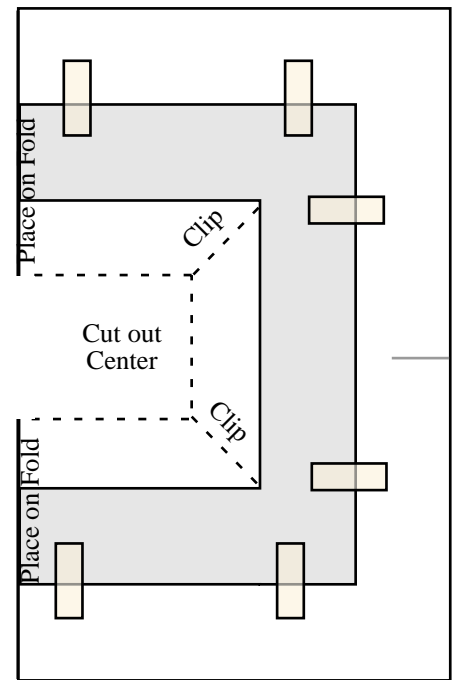
*Sample is 7" High x 4-1/2" wide*

 Center of Frame Placement

Center and tape or glue the Frame Placement to the left hand side as of the paper, as shown. You will have a 1" border on 3 sides.



Hint: To easily find the center of the cut out paper, fold it exactly in half. The crease will be the center.

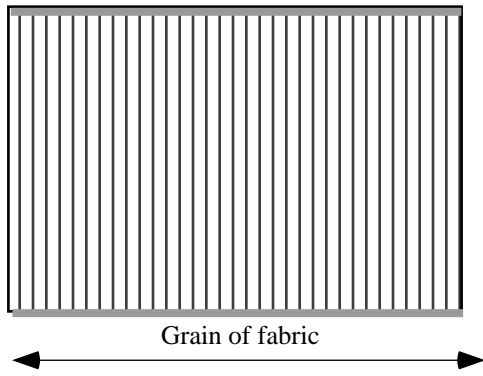


The broken lines indicated on illustration will be the cutting lines for the center of your pattern.

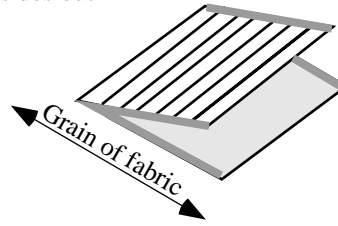
Cut out the Center and clip the diagonal lines only to the inside corner of the frame placement

Three Standard Size Frames

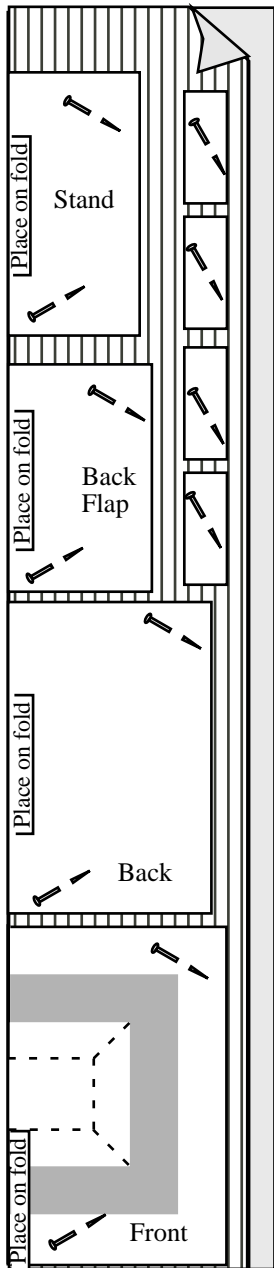
Read Before You Begin



1. Fold the fabric with selvage sides out



*Fabric is folded*



2. Place patterns on the folded fabric with the "Place on Fold" side on the fold of the fabric.

3. Pin pattern to the fabric to secure




4. Cut through both layers of fabric on the pattern edges.

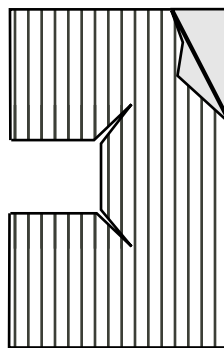
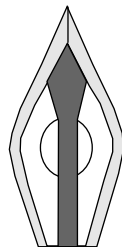


5. Remove paper pattern and unfold the fabric.

6. Cut out the viewing center of the Front pattern as indicated.

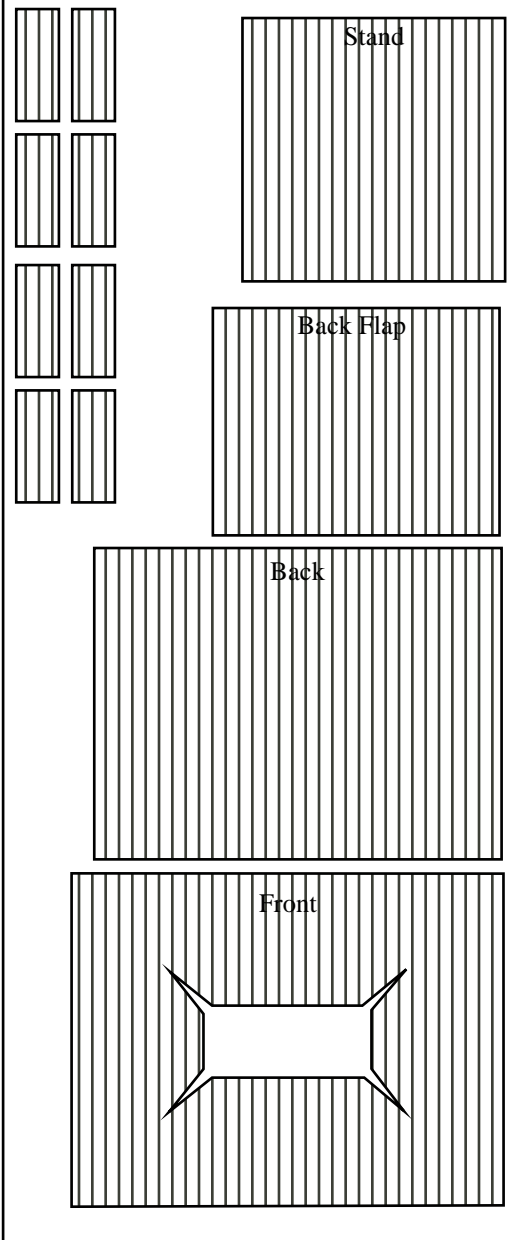
7. Cut 8 strips. 

8. Press the fabric pieces with an iron to remove all wrinkles



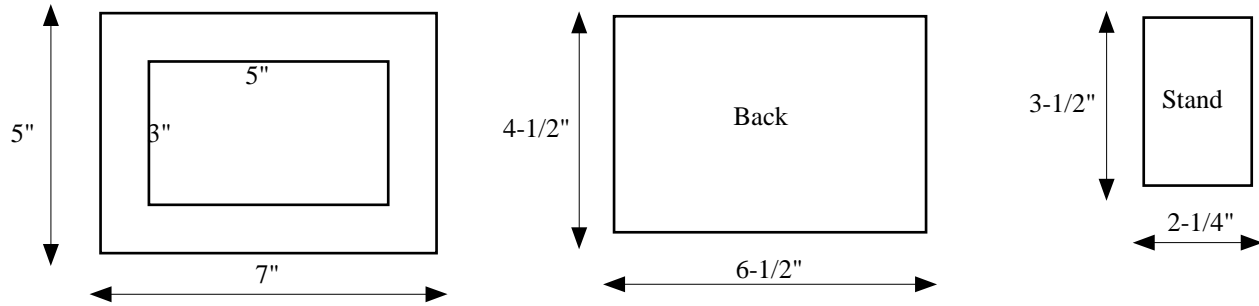
*Front  
cut out and still folded*

Fabric cut out and unfolded

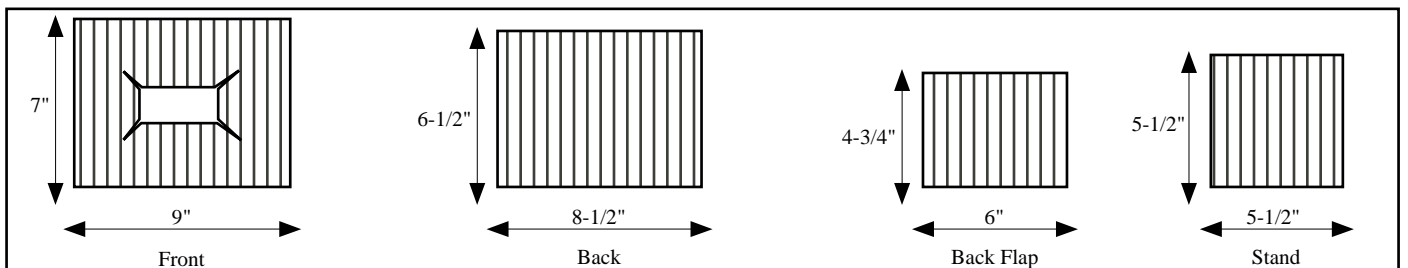
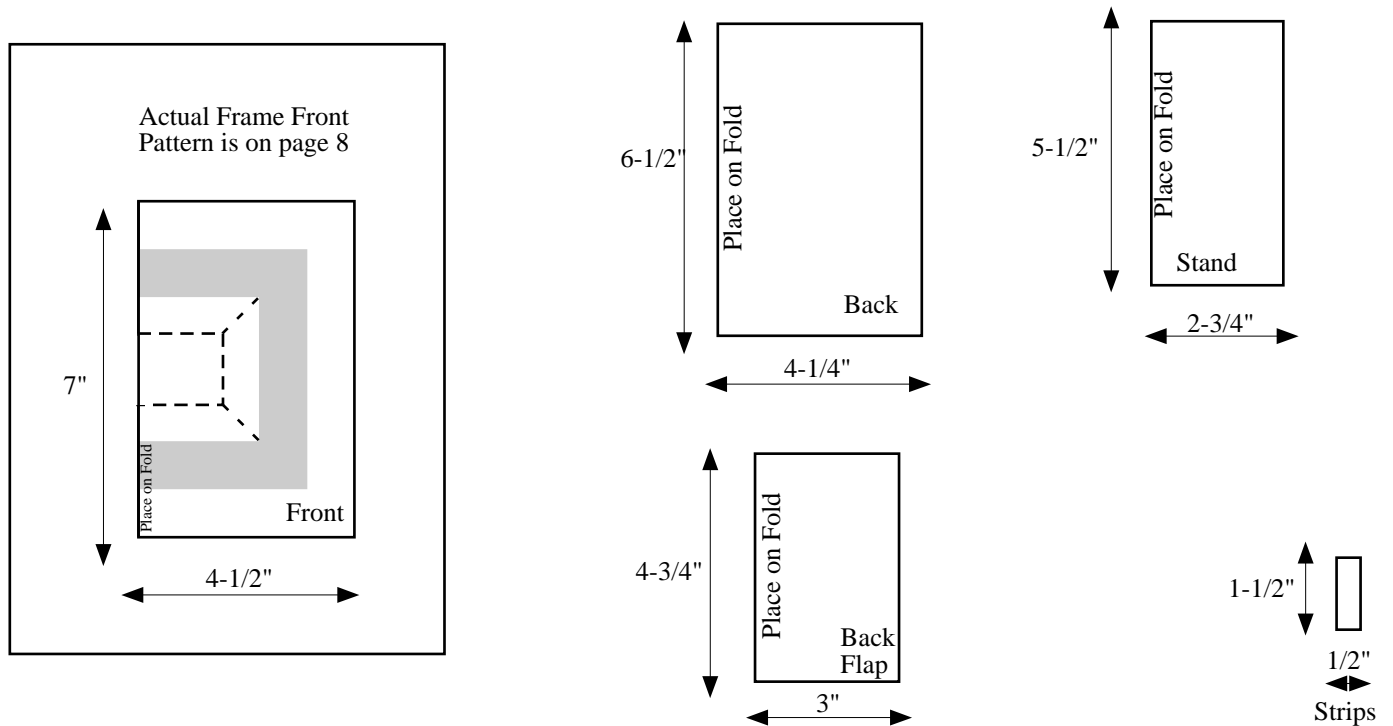


Three Standard Size Frames

Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)  
Use instructions on Page 4



Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard

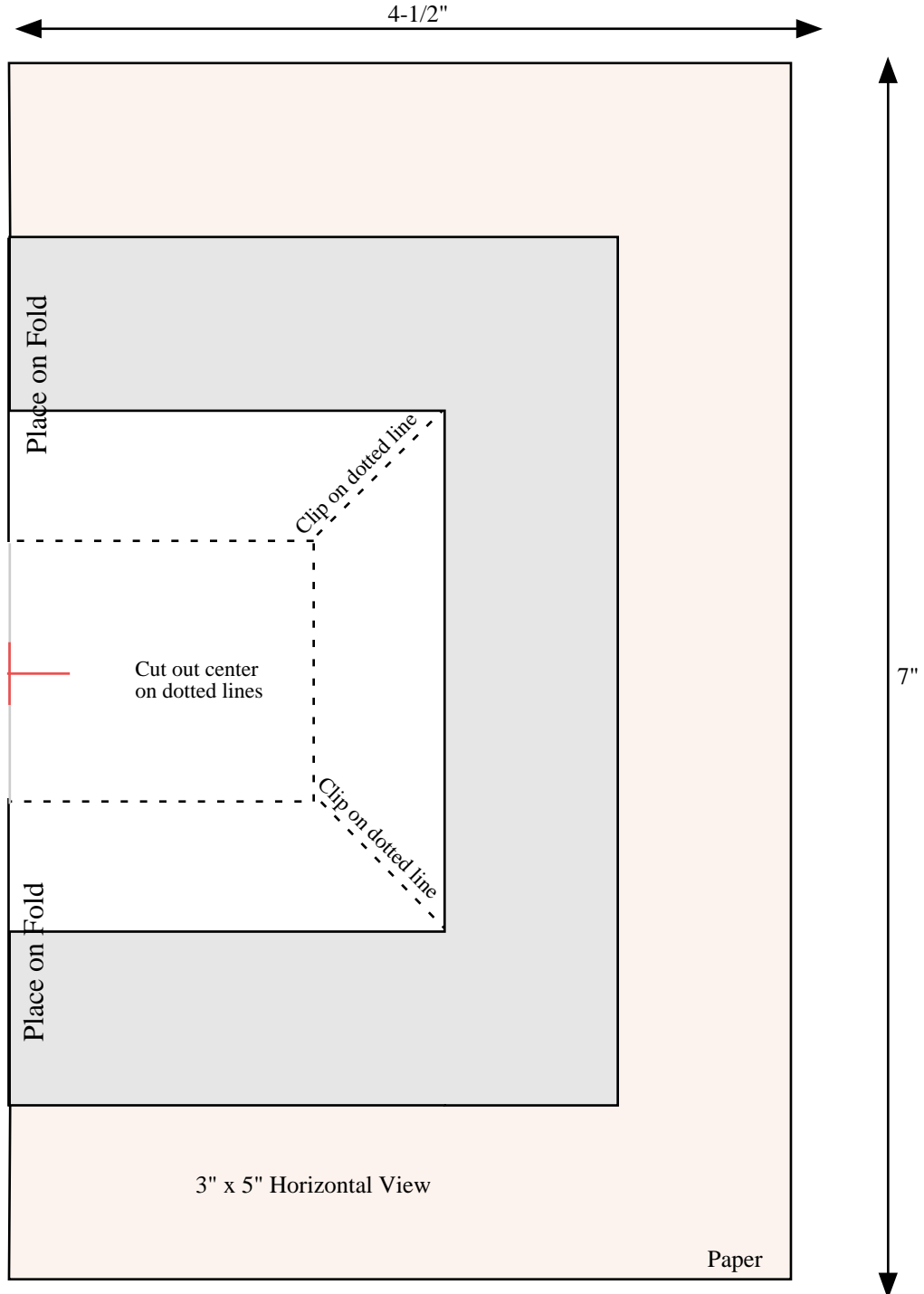


Frame Covers will be cut from fabric.  
For reference, the cut out fabric will be sizes shown above when unfolded.  
**Make your patterns from the dimensions above.**  
Use the patterns to cut out the fabric according to instructions found on page 6.

Three Standard Size Frames

See Instructions on Page 5  
Making the Frame Front Pattern from the Frame Placement

For the 3" x 5" Horizontal Frame,  
there is enough room on this page  
for us to finish the complete pattern.  
Use this pattern as a sample for  
finishing the other patterns.

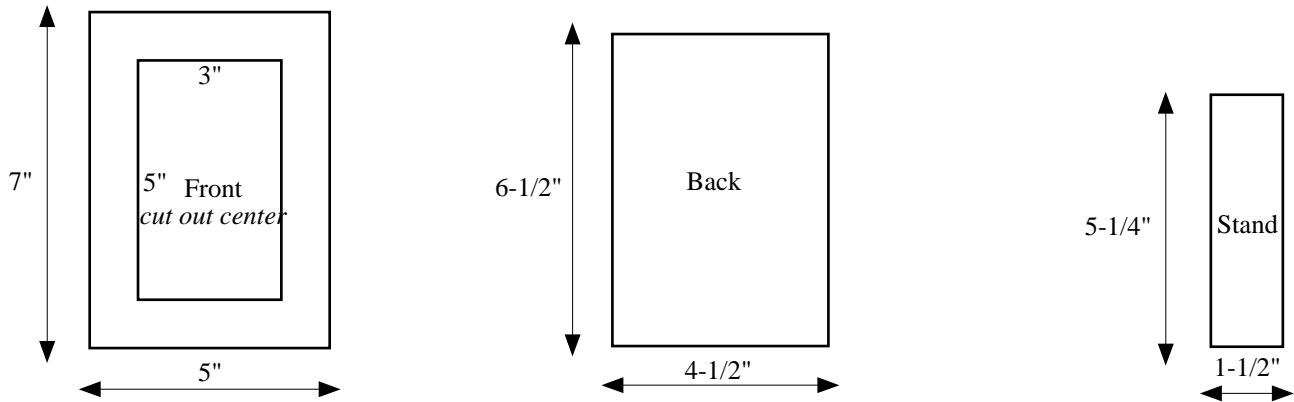


**Note:**  
Pattern is complete  
for the 3" x 5" Horizontal  
frame only. Cut out above  
pattern and use.

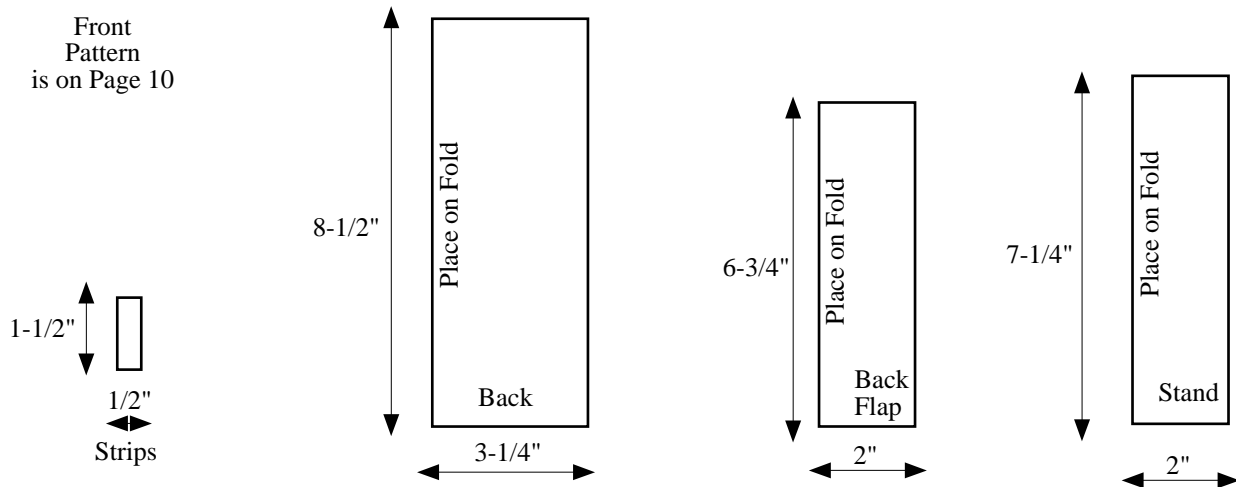
Cut out and center the  
Frame Placement  
on a piece of paper which is  
7" High x 4-1/2" Wide



Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)  
Use instructions on Page 4



Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard



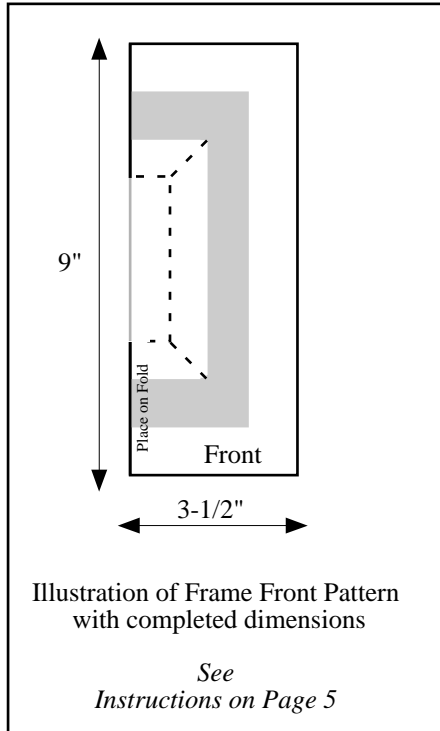
The diagram shows four rectangular fabric patterns with vertical lines and their dimensions:

- Front:** A rectangle measuring 9" in height and 7" in width. It has a central rectangular cutout with four trapezoidal tabs extending outwards.
- Back:** A rectangle measuring 8-1/2" in height and 6-1/2" in width.
- Back Flap:** A rectangle measuring 6-3/4" in height and 4" in width.
- Stand:** A rectangle measuring 7-1/4" in height and 4" in width.

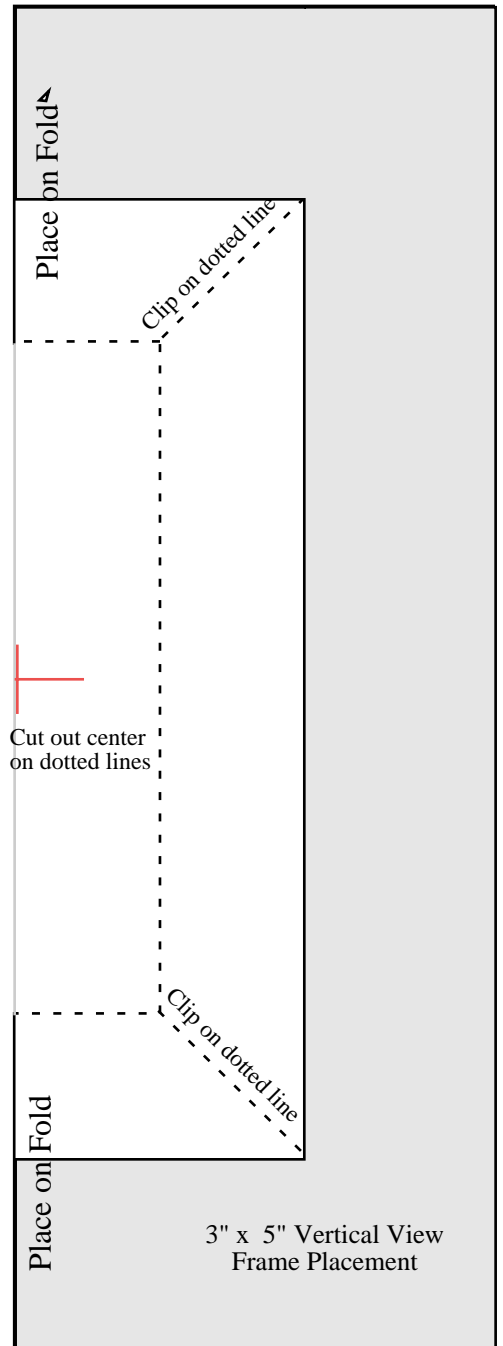
Text below the diagram:

Frame Covers will be cut from fabric.  
For reference, the cut out fabric will be sizes shown above when unfolded.  
**Make your patterns from the dimensions above.**  
**Use the patterns to cut out the fabric according to instructions found on page 6.**

Three Standard Size Frames

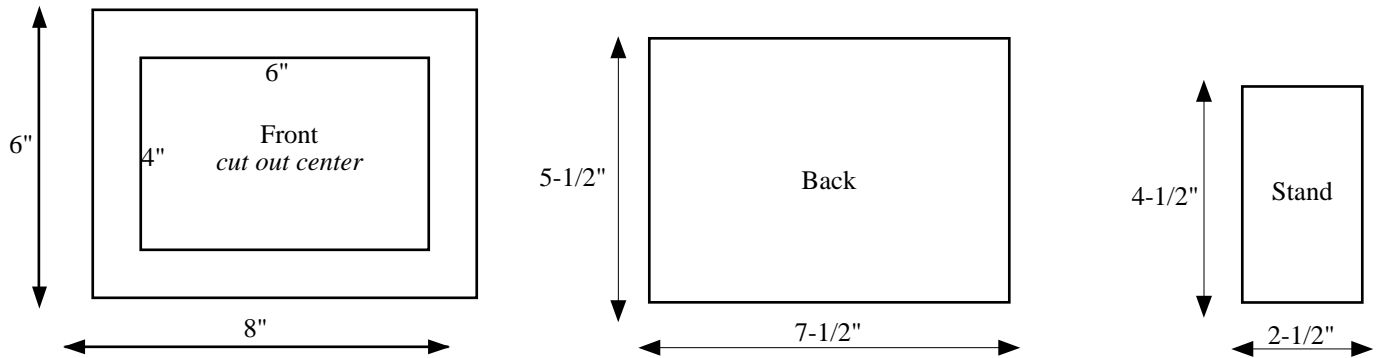


Per illustration,  
cut out and attach the  
Frame Placement  
to a piece of paper which is  
**9" High x 3-1/2" Wide**



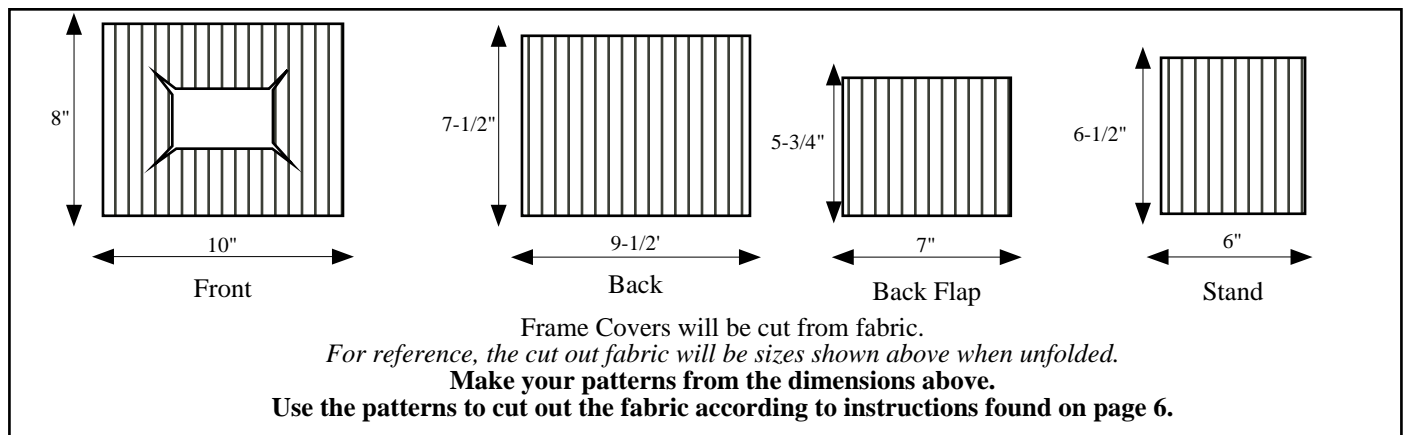
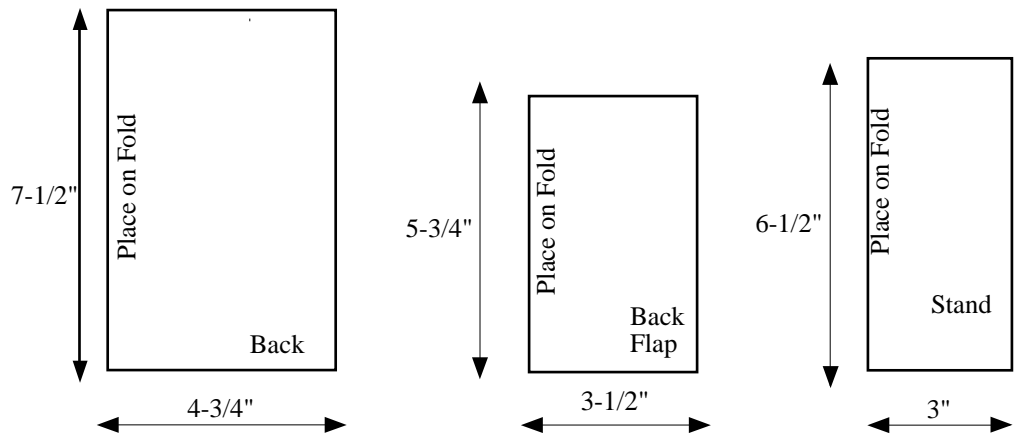
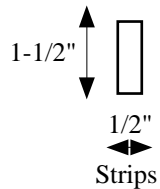
Three Standard Size Frames

Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)  
Use instructions on Page 4

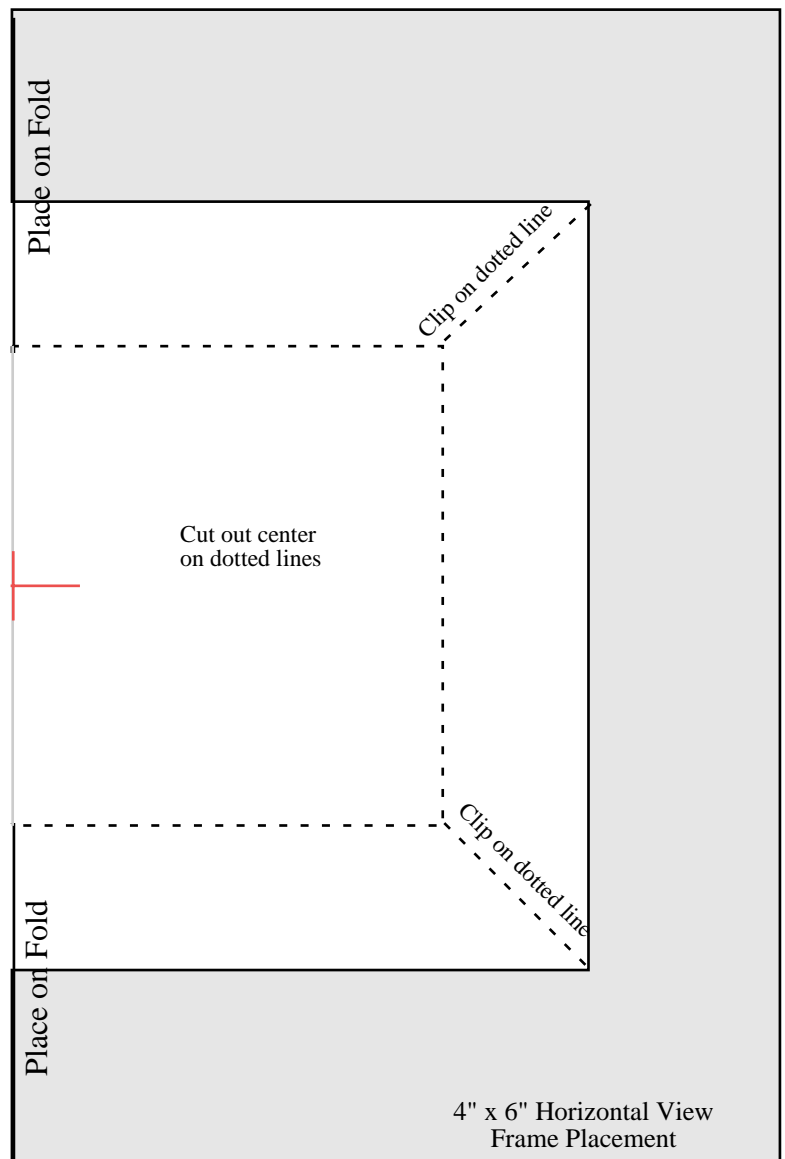
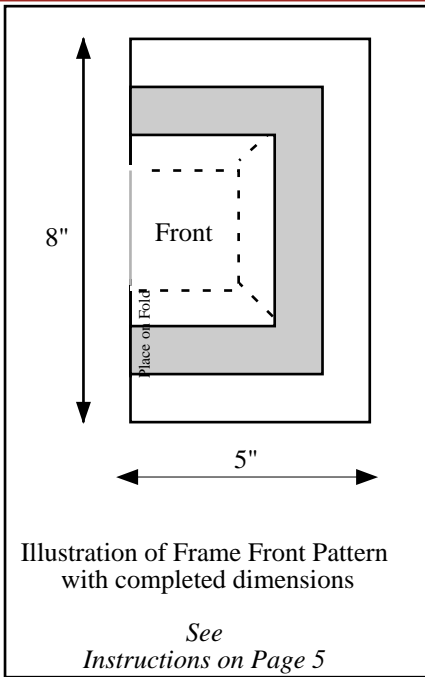


Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard

Front Pattern is on Page 12



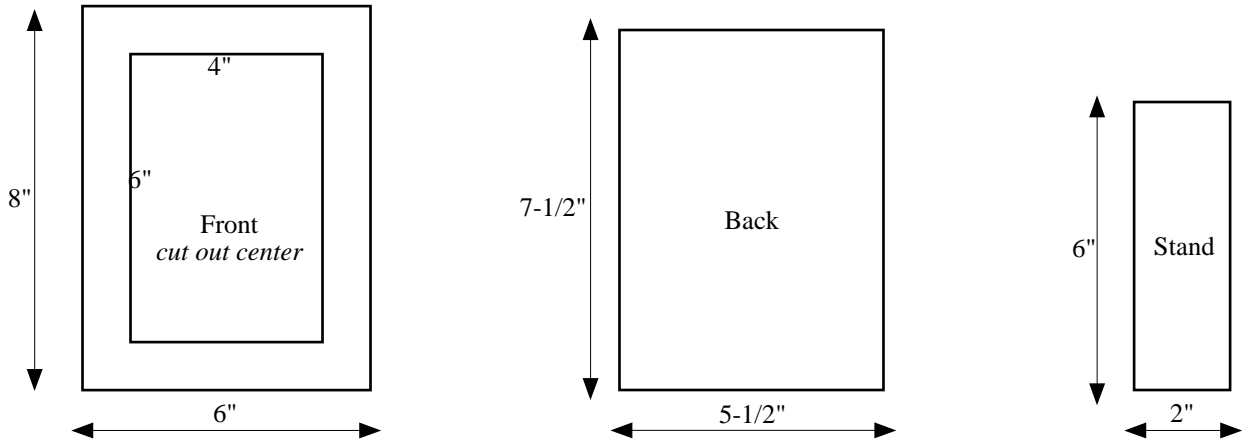
Three Standard Size Frames



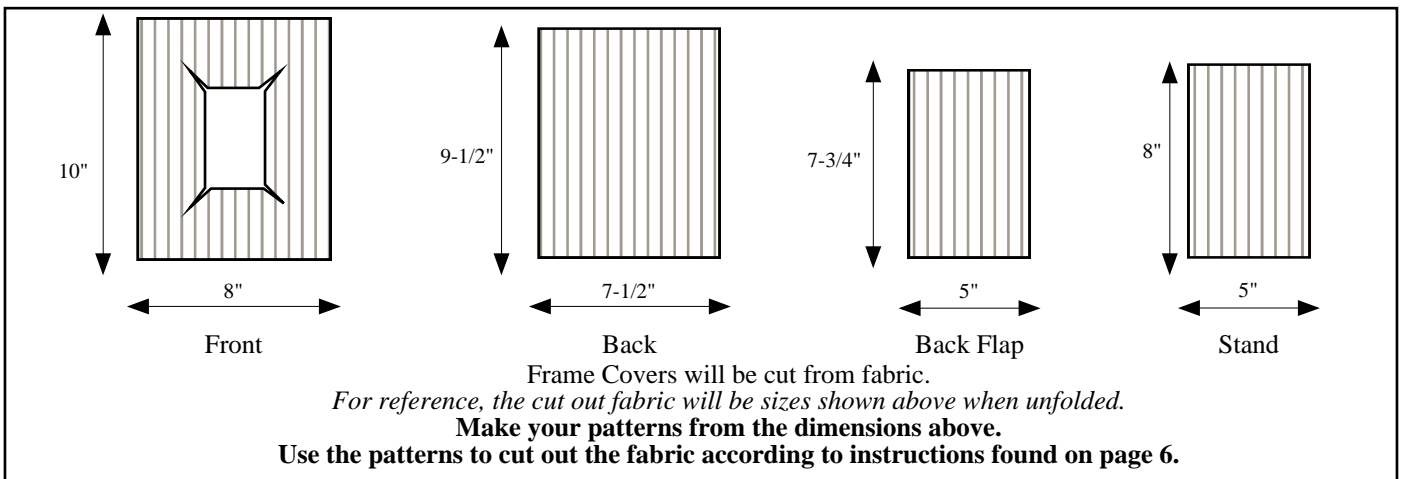
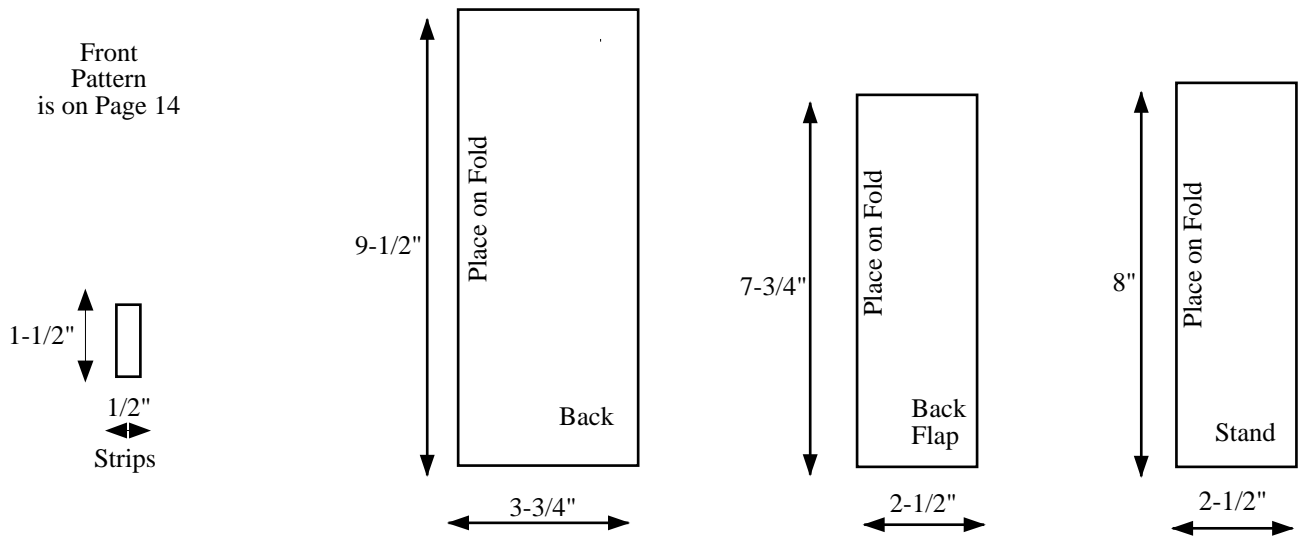
Per illustration,  
cut out and attach the  
Frame Placement  
to a piece of paper which is

**8" High x 5" Wide**

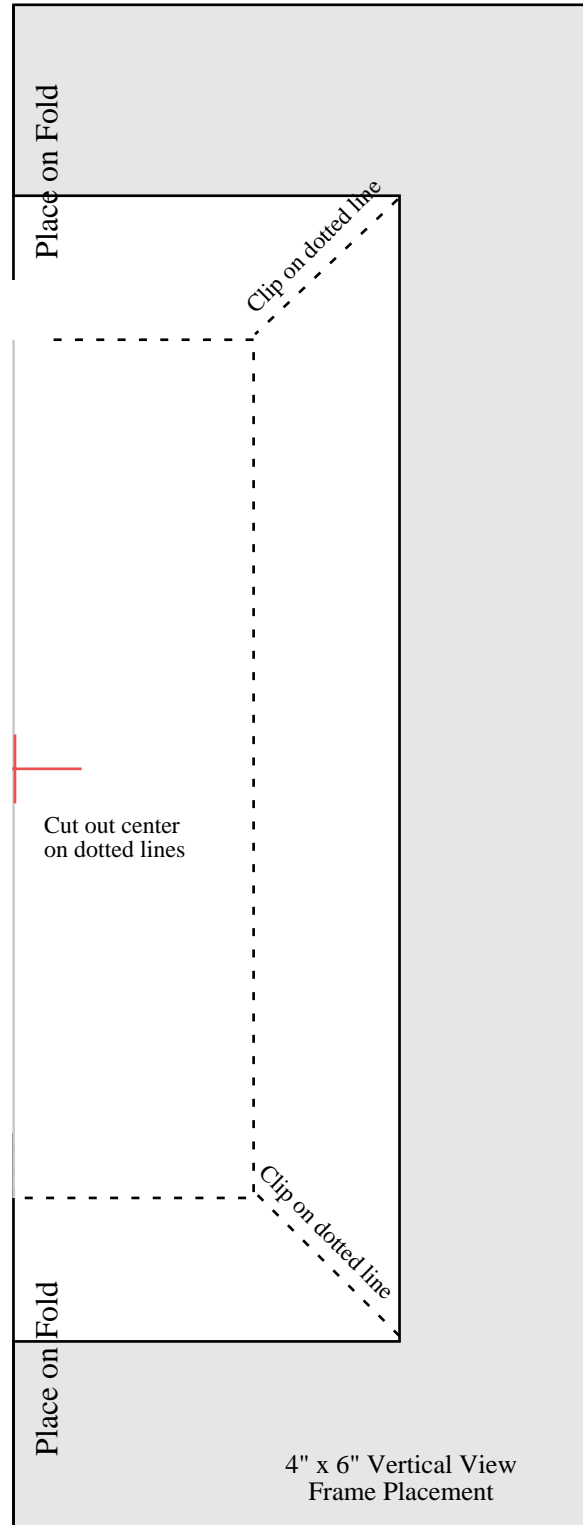
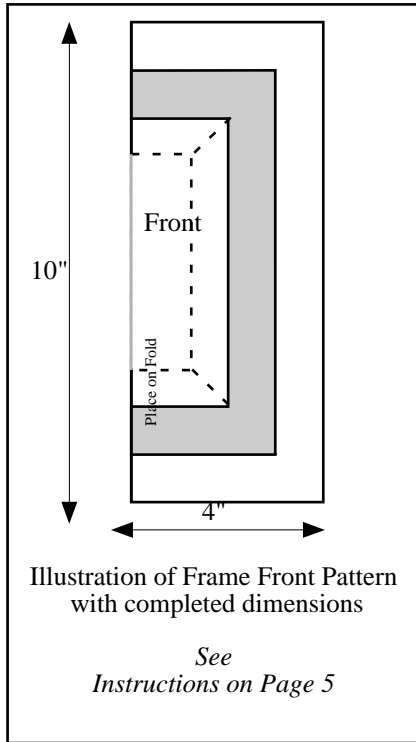
Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)  
Use instructions on Page 4



Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard



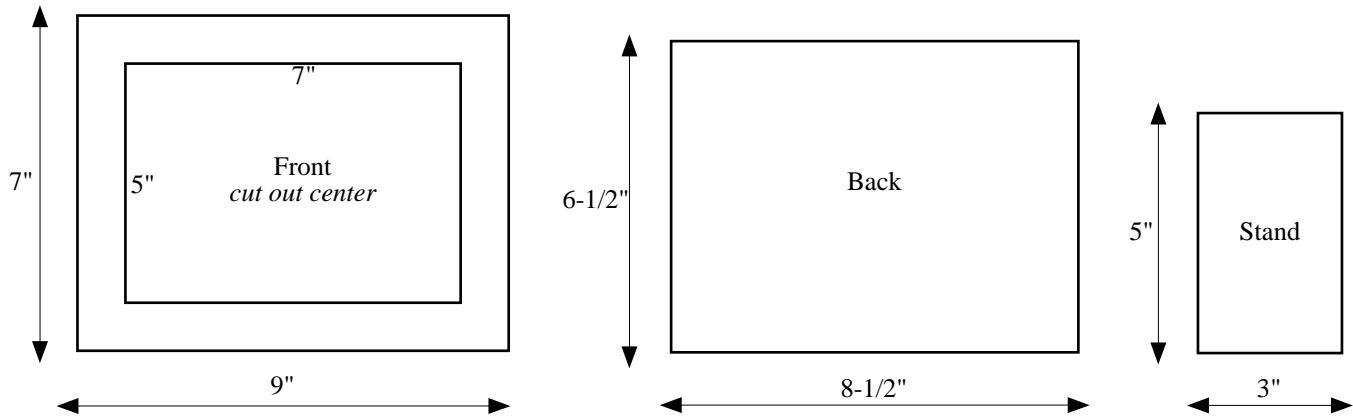
Three Standard Size Frames



Per illustration,  
cut out and attach the  
Frame Placement  
to a piece of paper which is

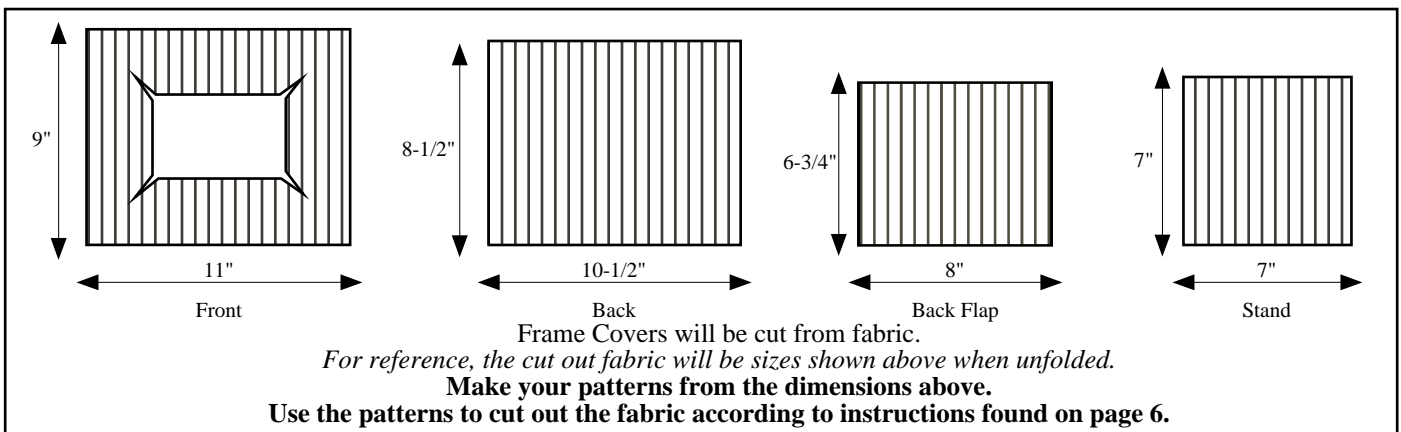
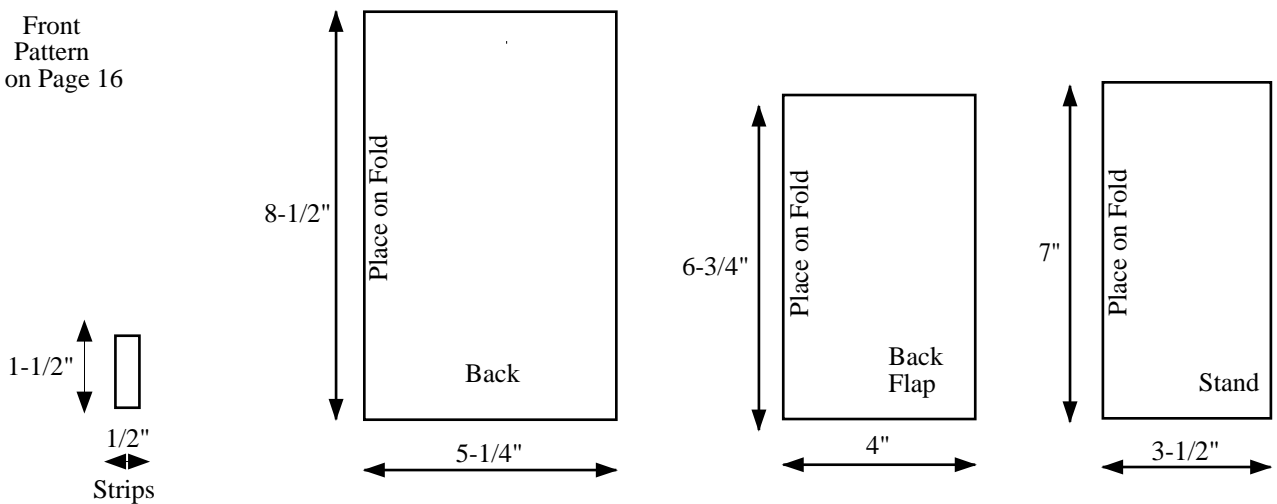
**10" High x 4" Wide**

Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)  
Use instructions on Page 4

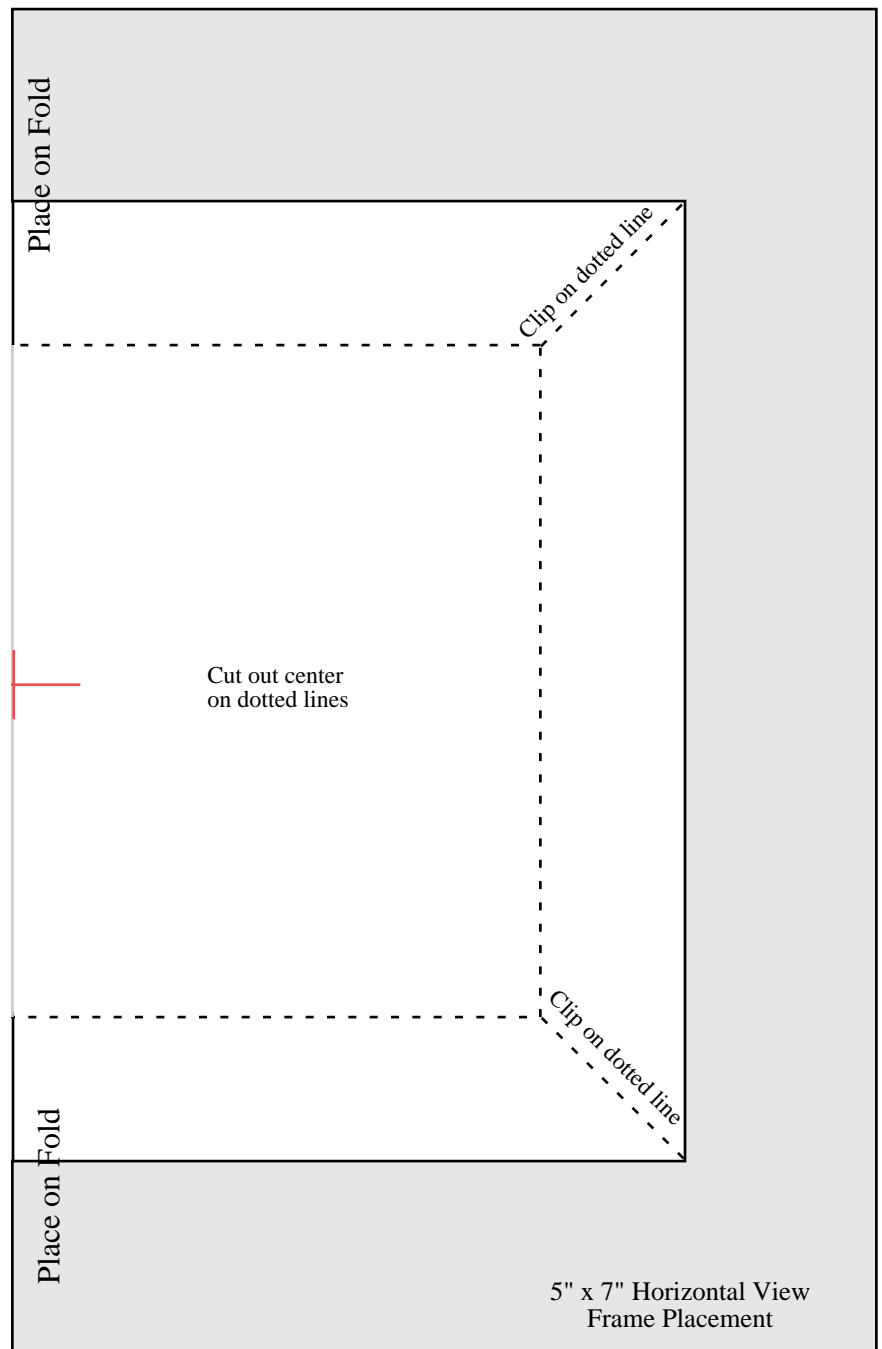
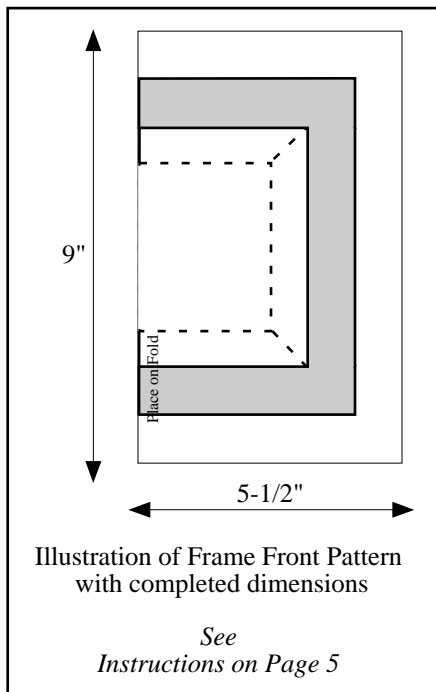


Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard

Front Pattern is on Page 16



Three Standard Size Frames



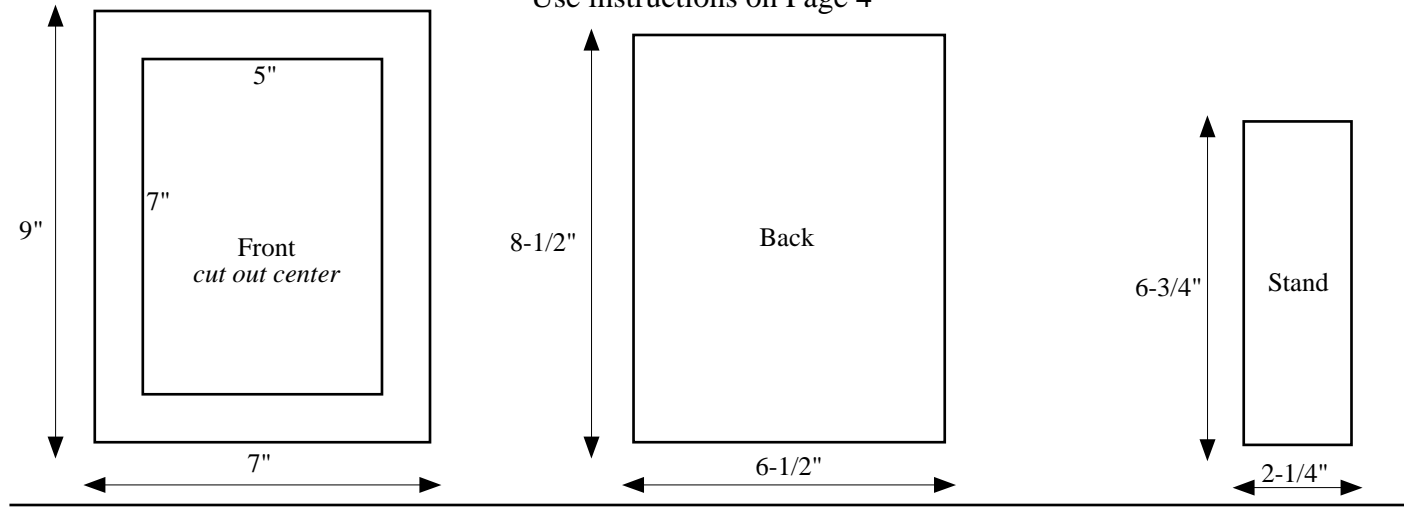
Per illustration,  
cut out and attach the  
Frame Placement  
to a piece of paper which is

**9" High x 5-1/2" Wide**

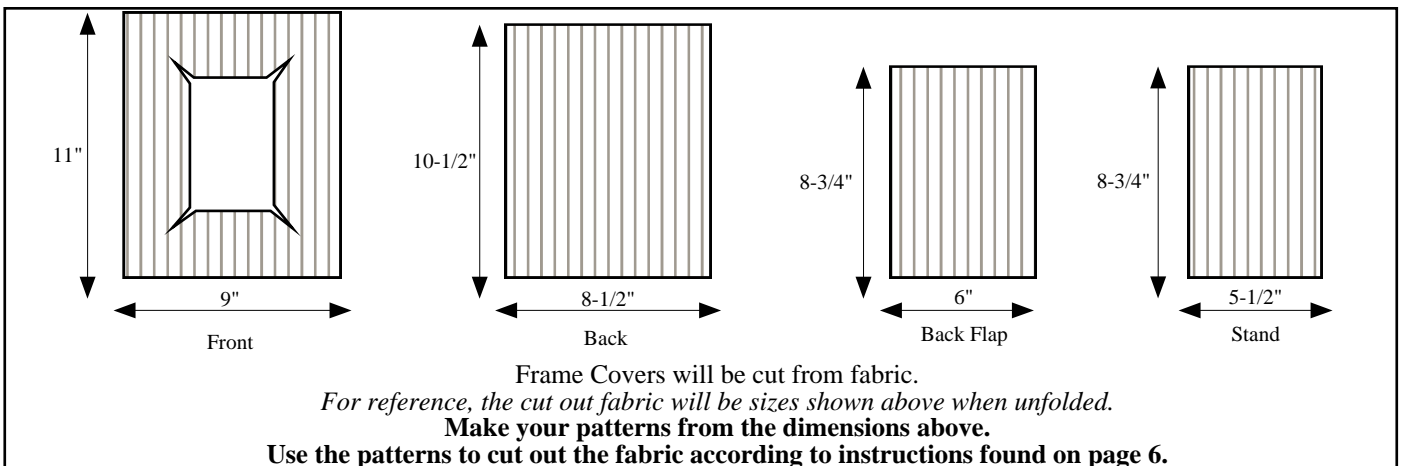
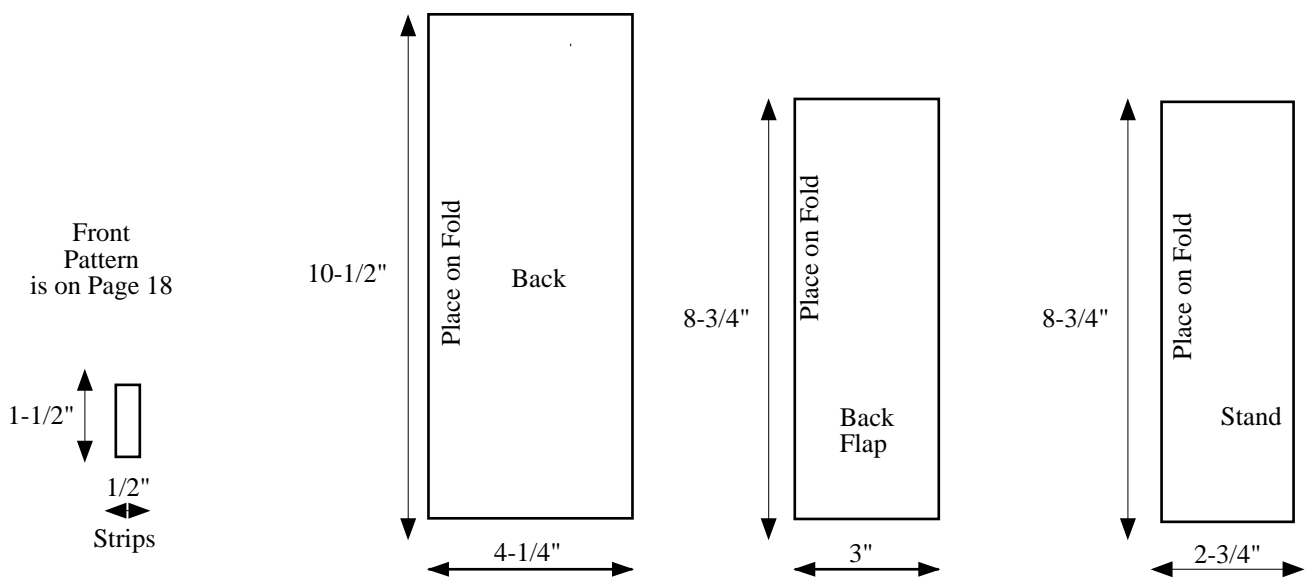


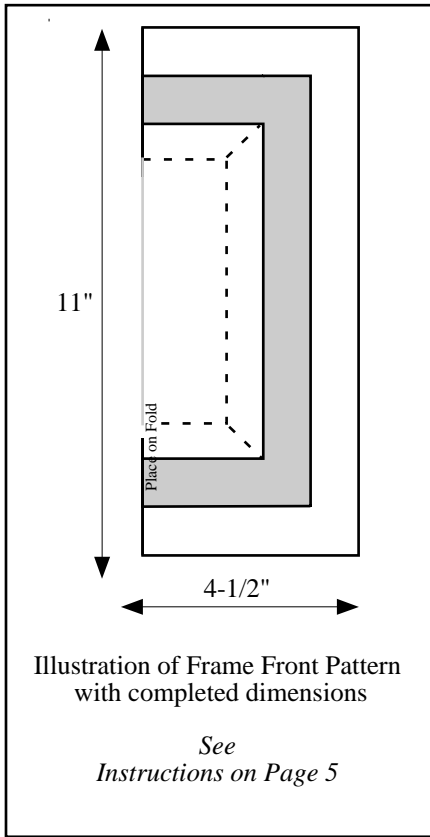
Dimensions for Frame (Foamboard) and Frame Front Padding (Rubber Foam)

Use instructions on Page 4

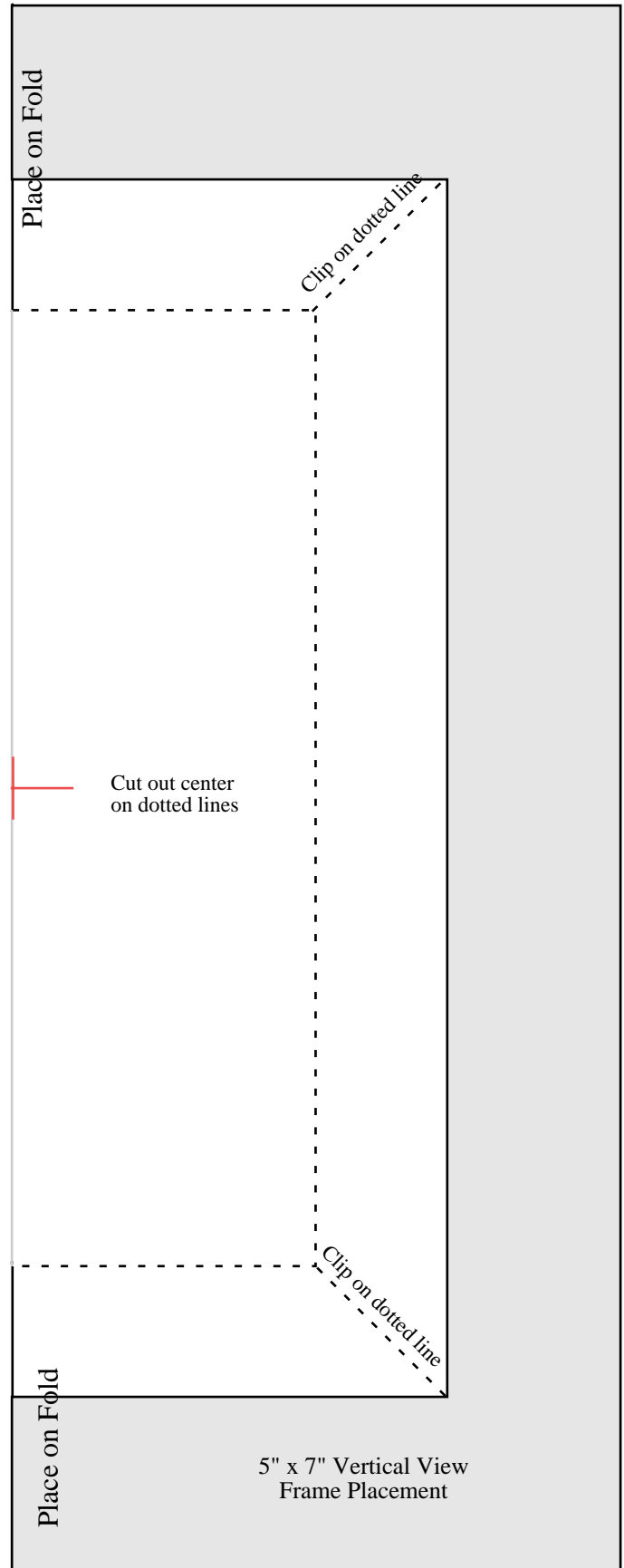


Dimensions for Fabric Patterns  
Cut from Paper or Light Cardboard



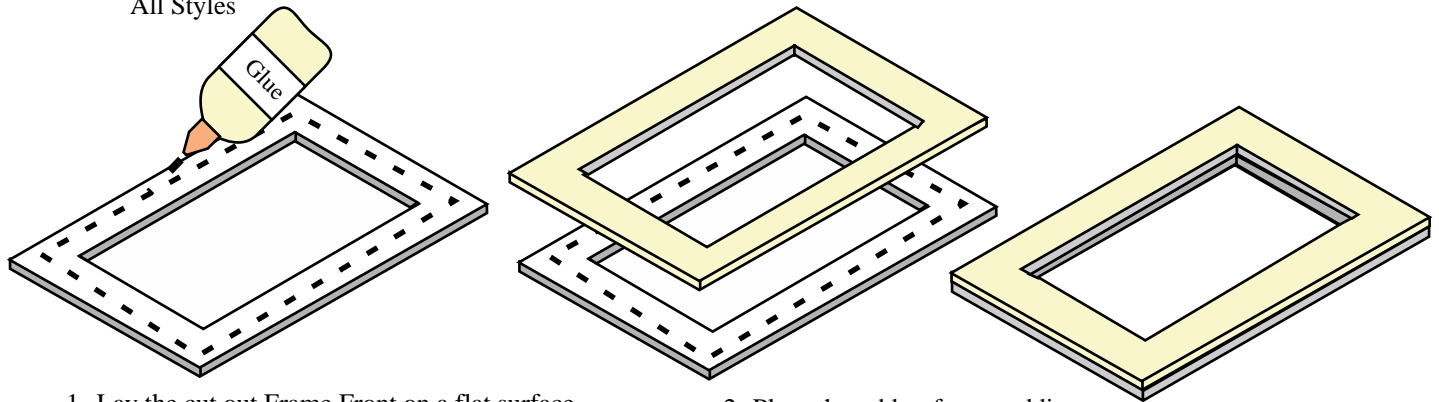


Per illustration, cut out and attach the Frame Placement to a piece of paper which is **11" High x 4-1/2" Wide**



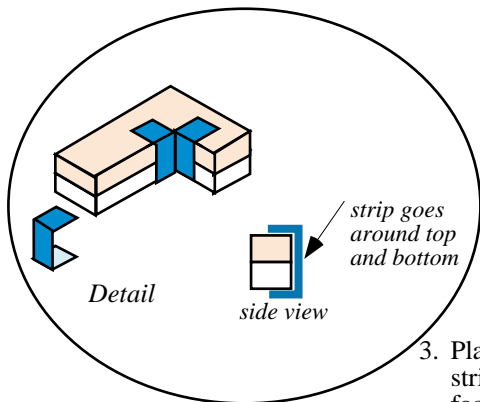
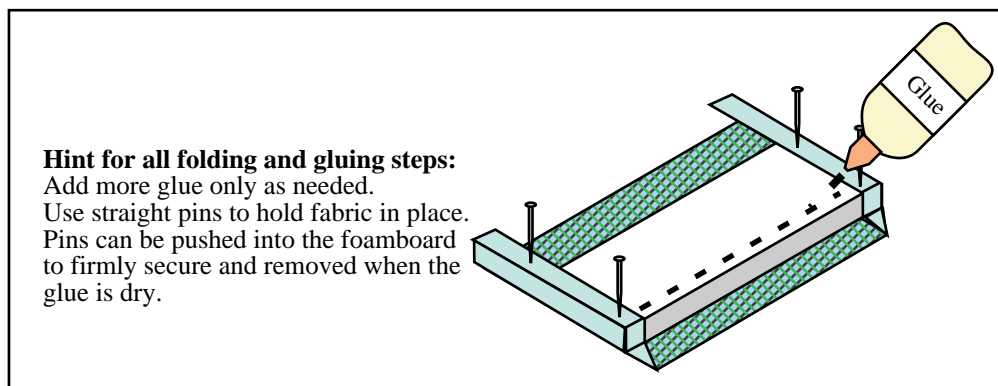
Three Standard Size Frames

Covering the Frame Front  
All Styles

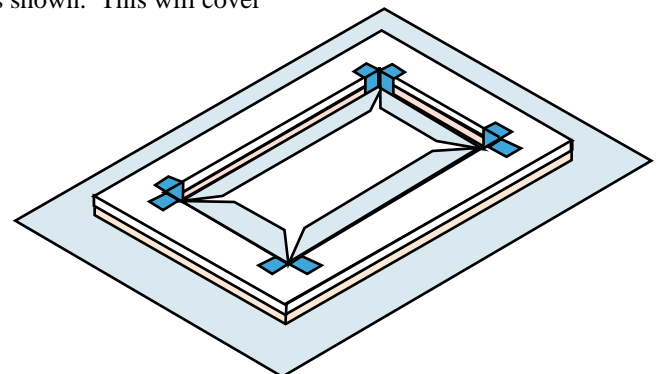
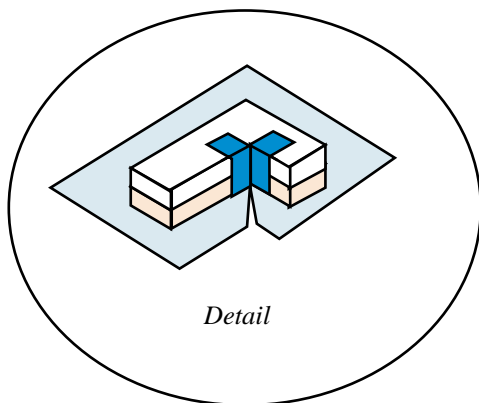
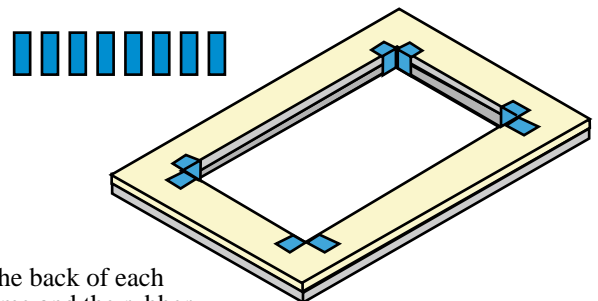


1. Lay the cut out Frame Front on a flat surface and run a bead of fabric glue on the top.

2. Place the rubber foam padding on top of the Frame Front and glue in place.

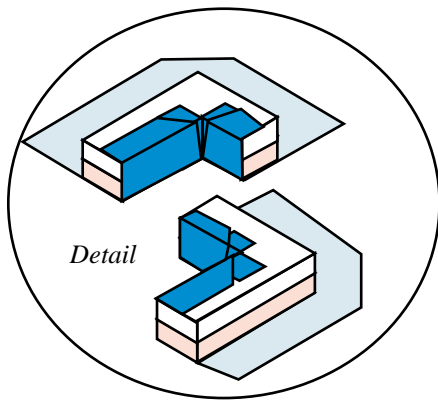


3. Place some fabric glue on the the back of each strip and wrap it around the frame and the rubber foam at each corner as shown. This will cover the corner area.



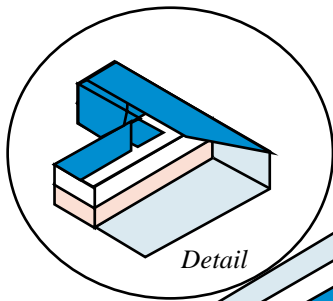
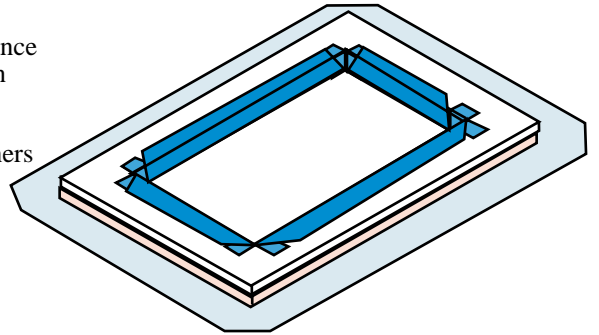
4. Lay the Frame with rubber foam padding upside down in the center of the Frame Cover

Three Standard Size Frames

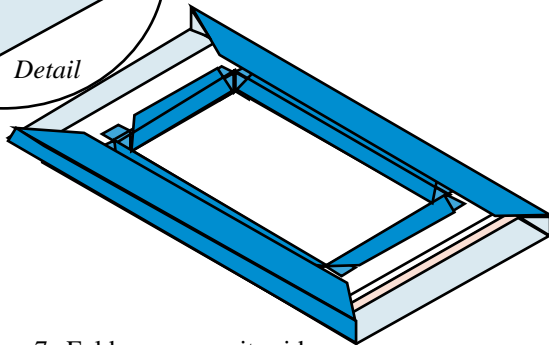
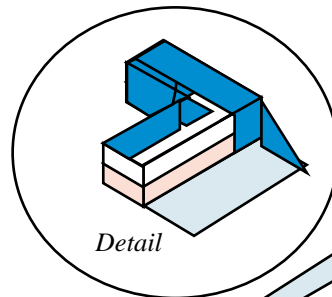


5. Cut off the corners of the frame cover.  
This will reduce the bulk of fabric on the corners of the frame.

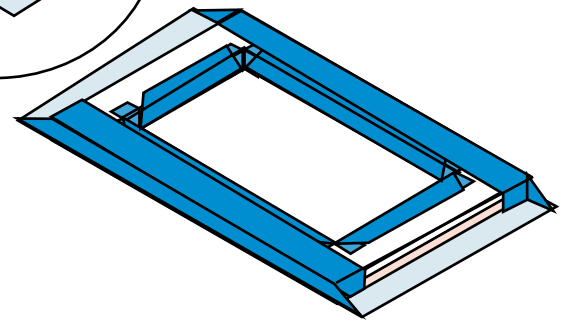
6. Turn the inside viewing allowance over the frame back and glue in place.  
Make sure that the fabric is smooth and that the inside corners are square.  
Allow the glue to dry.



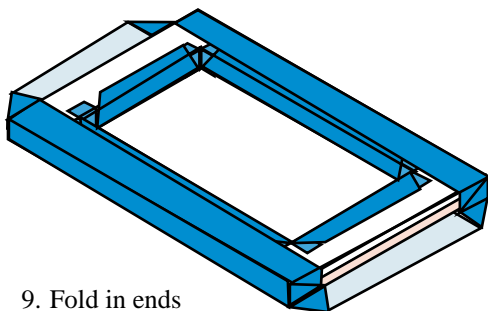
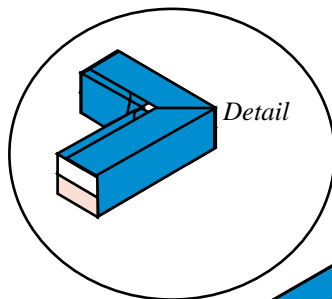
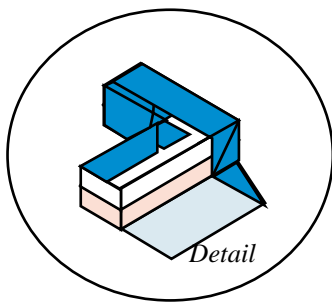
Using the Square corner method,  
finish the back of your frame.



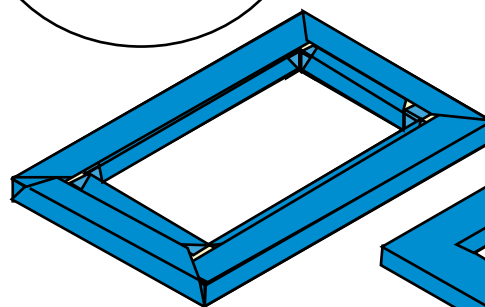
7. Fold over opposite sides  
and glue in place



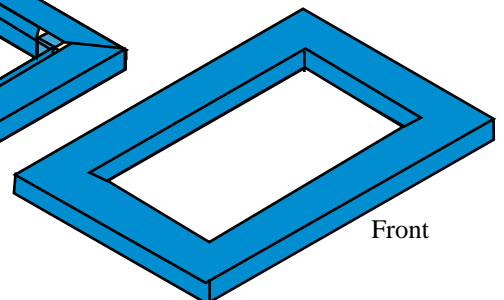
8. Fold edges down on each end  
and glue in place.



9. Fold in ends  
and glue in place.



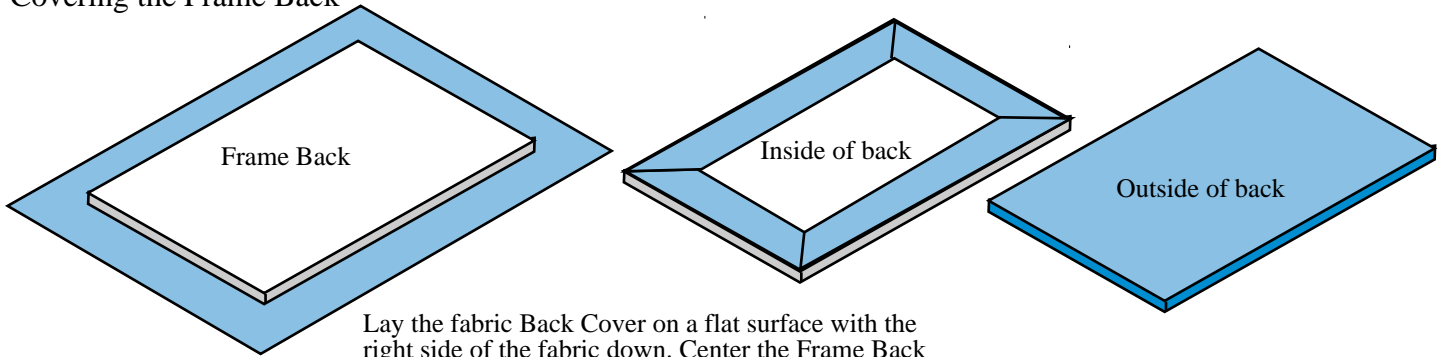
Finished back of Frame Front



Front

Three Standard Size Frames

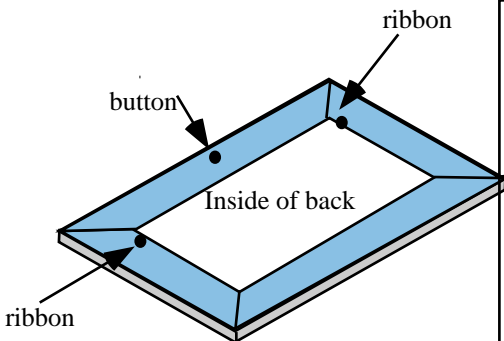
Covering the Frame Back



Lay the fabric Back Cover on a flat surface with the right side of the fabric down. Center the Frame Back on it's cover.  
Using the Square Corner method, cover the back.

Measure and mark for:  
Button Placement - all frames  
Ribbon Placement (hanging frames only)

Attaching the Button for Frame Closure  
All Frames



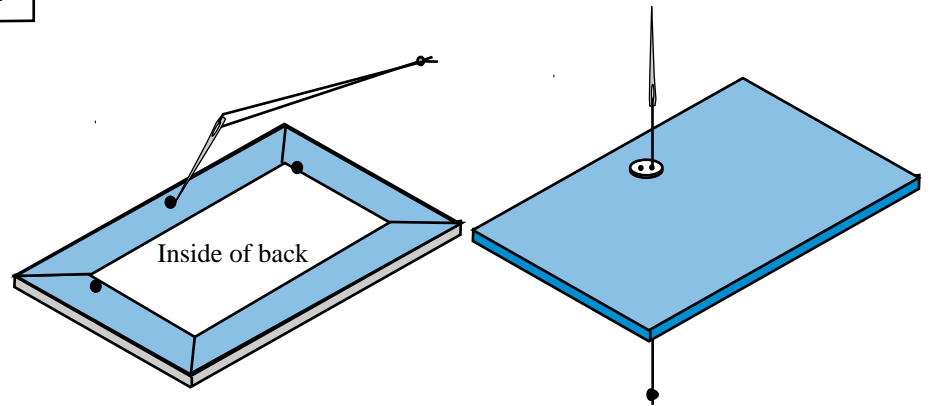
On the inside of the Back, measure and mark with pencil:

**All Frame Backs**

- Find center of the top of frame and mark 1/2" down for button placement.

**Frame Backs With Ribbon Hangers**

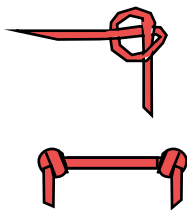
- 1" from the top and 1" from each side for ribbon placement.



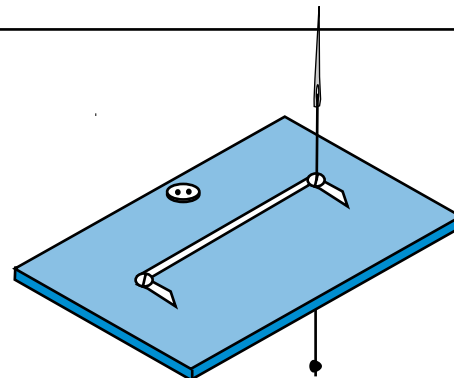
From the inside of Frame Back, push a needle with thread through the button mark (*through the foamboard*) to the outside of the back. Turn the Back over.

Affix the button to the outside of the Frame Back with the needle and thread.  
Push the needle completely through the foamboard a few times but don't pull the thread too tight, as it may cut into the foamboard. Tie off a knot on the inside of the frame back.

Style A - Hanging Frames  
Attaching Ribbon or String Hanger



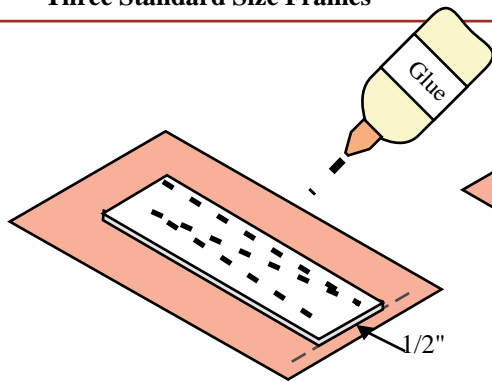
The ribbon or string for the hanger is the same width as the Frame Back. Make a knot at 1" from each end.



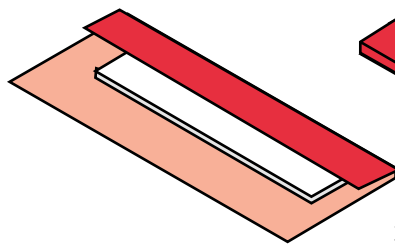
Again, from the inside of Frame Back, push a needle with thread through one of the ribbon marks. Turn the frame back over and run the thread through the knot on the ribbon. Use two or three passes through the foamboard and ribbon with the thread. Don't pull the thread too tight, as it may cut into the foamboard. Tie off a knot on the inside of the frame back. Attach the second ribbon knot in the same manner.

Next Go to Page 22 All Frames - Adding the flap

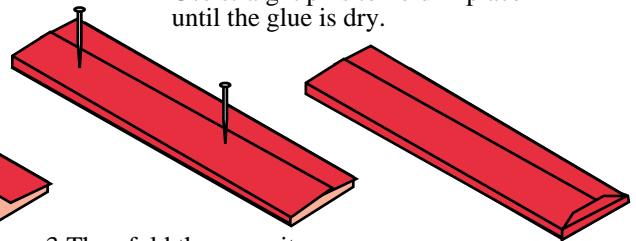
Three Standard Size Frames



1. On a flat surface, lay the foamboard stand on the fabric cover. Stand will be centered at approximately 1/2" from the bottom. Put a thin layer of fabric glue on the top of the flap.



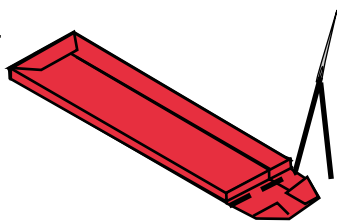
2. Fold one side of fabric over the stand and press down so that it adheres to the glue.



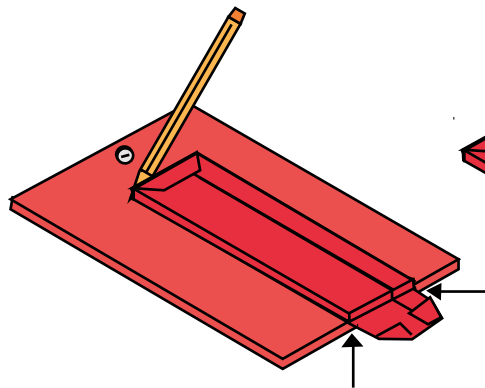
3. Then fold the opposite side of fabric over the first side.

Add more glue as needed.  
Use straight pins to hold in place until the glue is dry.

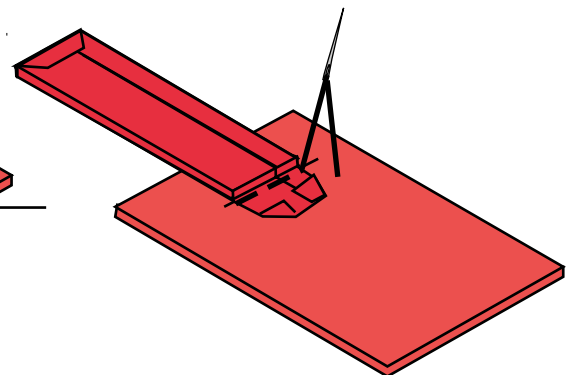
4. Using the envelope method, fold the bottom end of the fabric over the bottom end of the stand, forming a "sack" for the stand.



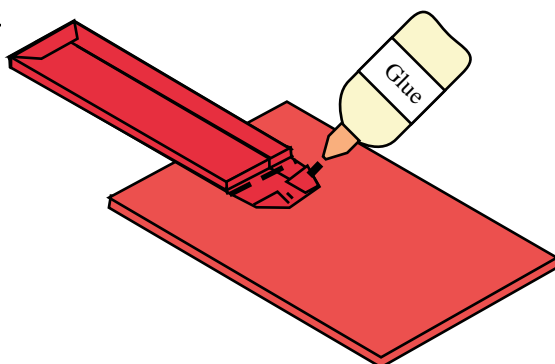
5. With needle and thread close the opposite end of the sack at the top edge of the stand. Fold the corners of the end toward the back of the stand and glue in place.



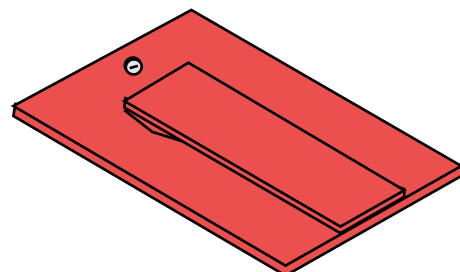
6. Center the the covered stand on the back of the frame as illustrated. The actual foamboard inside the cover should be flush with the bottom of the frame back. With chalk or pencil, lightly mark the top position of the stand.



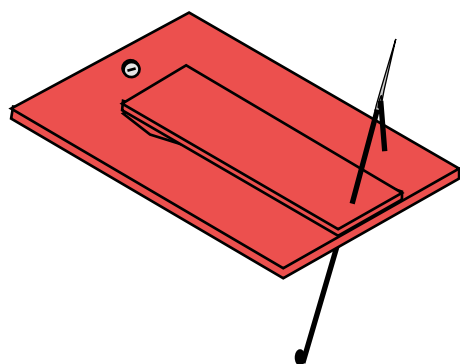
7. Using the pencil mark as a guide position the covered stand as illustrated. Using needle and thread, attach the stand end to the frame back. You need to leave enough clearance for the stand to be able to flap back down, so make your stitches about 1/4" underneath the covered foamboard. Push the needle and thread through the foamboard, making a running stitch for the width of the stand. Tie it off with a knot on the inside of the back.



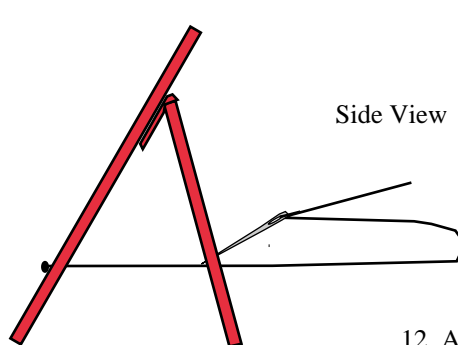
8. After making sure that the stand will flap back down, glue the floppy end of the "sack" to the back of the frame.



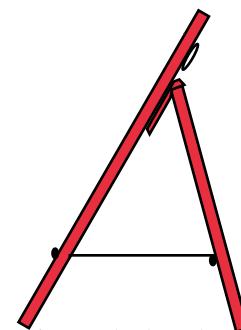
9. Flip the stand back down. The bottom of the stand will be flush with the bottom of the frame.



10. Measure 2" from the bottom and center of the frame back. Put the stand in the down position. Thread a needle with heavy thread or light string and make a good knot. Go up through the inside of the back through both foamboard pieces.



11. Stand the back upright and take the needle with thread back through the stand only. Make the stitch very close to where you came out.



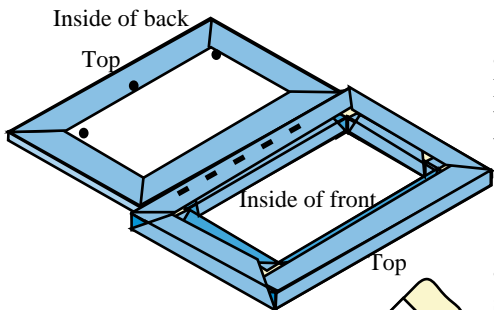
12. Adjust the string to the length where you get a good angle for the frame when the stand is opened as far as it can go (*string will probably be in the range of 3" to 4" long but make yours to the angle you prefer*).

Make a second knot in your string on the back of the stand to secure the string. Clip off excess string.

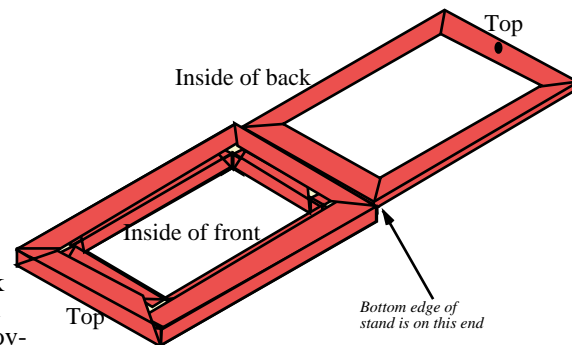
Style A  
Hanging Frame  
Horizontal

All Frames - Adding the flap to cover the inside of the Frame Back and to connect the Frame Front and Back at the bottom edges.

Style B  
Standing Frame  
Vertical

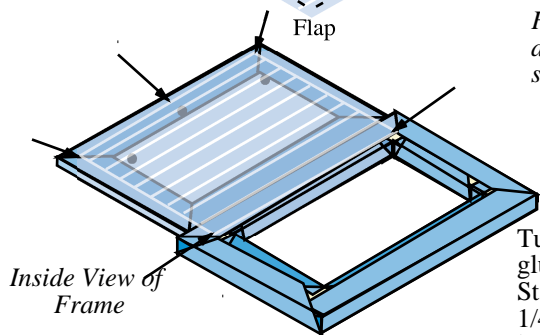
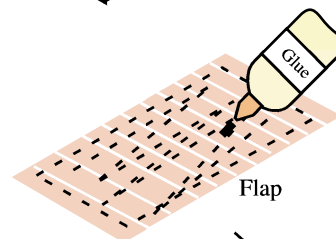


•On a flat surface, lay the Frame Back next to the Frame front so that the bottom edges of each are touching and are centered.



•Run a bead of glue over the back side of the flap, making sure that the entire surface is pretty well covered but not "soupy" with excess glue. The edges all need to be well covered.

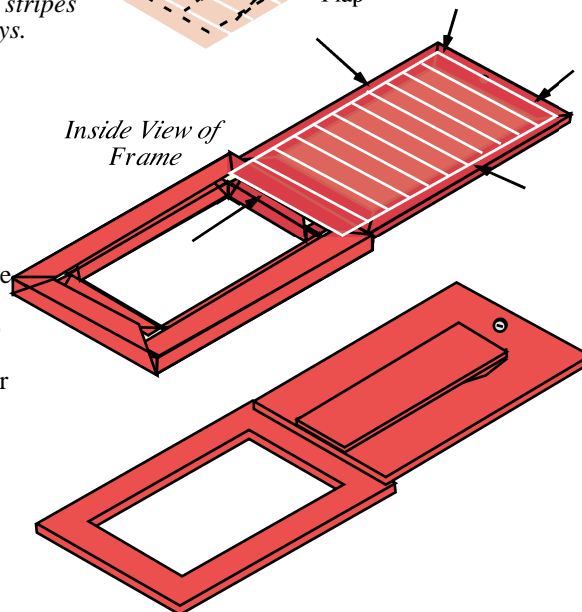
*For illustration, the frame flaps are shown as transparent with stripes so that you can see where it lays.*



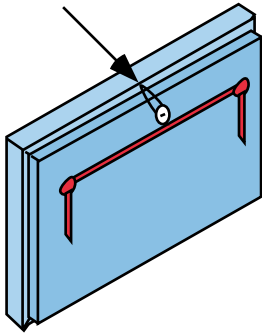
Turn the glued flap over so that glue is on the bottom. Start at 1/4" from the top and 1/4" from each side of the Frame back. Center and glue the back flap to the frame back and on over to the bottom of the frame front for approximately 1/2".

*Inside View of Frame*

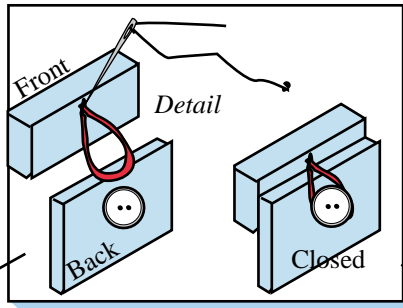
*Outside View after Frame is glued*



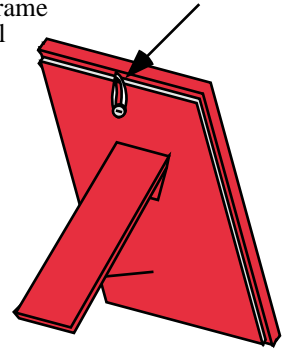
Style A  
Hanging Frame  
Horizontal



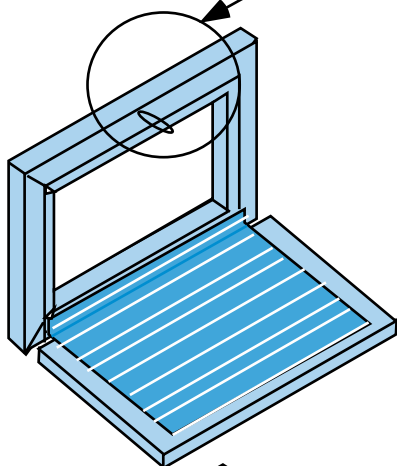
Close the frame back and get find out where the string or ribbon will be placed in order to go around the button.  
This should be in the center of the inside of the frame front and 1/4" down from the top so that it doesn't show from the front view.



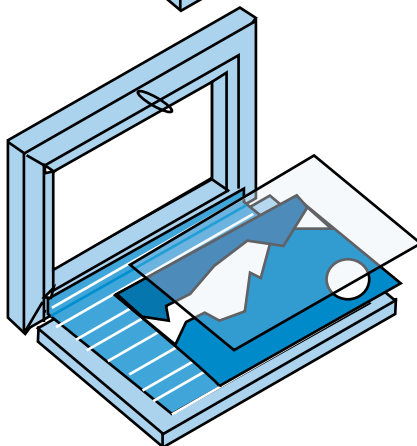
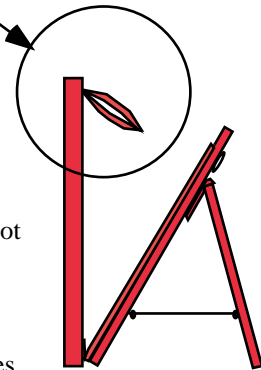
Style B  
Standing Frame  
Vertical



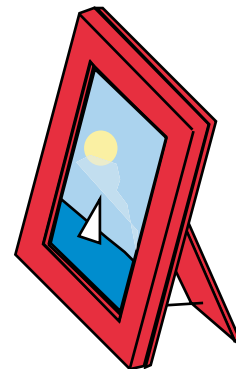
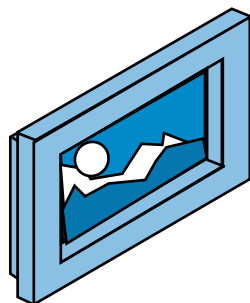
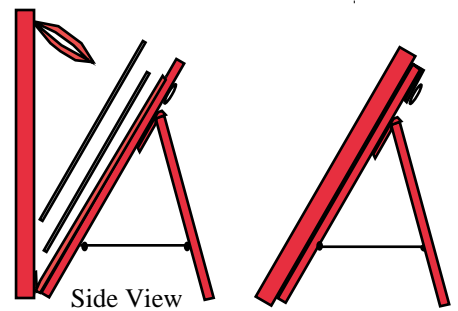
Start with a ribbon or string approximately 2-1/2" long.



With needle and thread, attach one end of the the ribbon to the fabric only of the Frame Front. Do not go through the foamboard. Loop the other end of the ribbon around the button for a snug fit , and bring it back up to the top where the first end is secured.  
If your ribbon is too long, cut it off so that it makes a loop around the button and both ends of the ribbon meet. Attach the other end of ribbon with thread, forming a loop.



*Photo and plastic glazing will fit onto the flap at the bottom when frame is closed.*



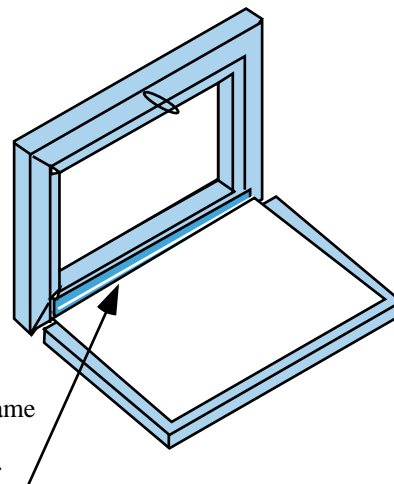
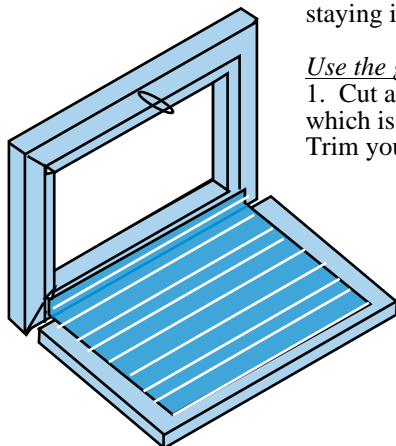


Three Standard Size Frames

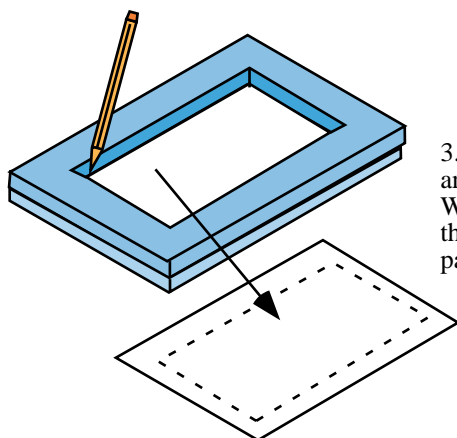
To prevent your photo or artwork from settling to the bottom of the frame and not staying in the viewing area:

*Use the guide below for dimensions.*

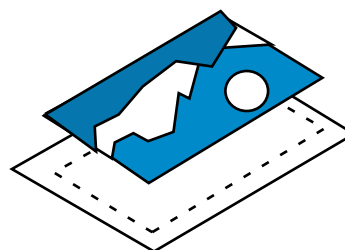
1. Cut a piece of heavy paper or light cardboard which is slightly smaller than the frame back. Trim your plastic glazing to the same size.



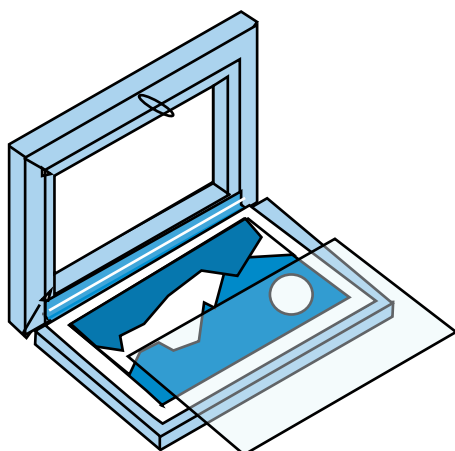
2. Center the paper in the frame with the bottom edge flush with the bottom of the frame.



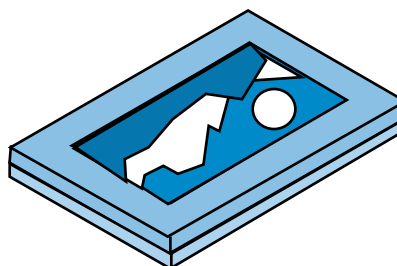
3. Leave the paper in place and close the frame. With pencil, lightly mark the viewing area onto the paper.



4. Using tape or glue, mount your artwork so that it is centered in the penciled viewing area.



5. Place the paper with attached artwork in the frame with the bottom edge flush with the bottom of the frame. Add your plastic glazing for protection.



6. Close the frame, fasten and display.

Guide for Cutting Mounting Paper and Plastic Glazing Choose by Horizontal or Vertical Frame			
Frame Size	5" x 7"	6" x 8"	7" x 9"
Mounting Paper & Glazing			
<b>Horizontal Frame</b>	4-1/4" x 6"	5-1/4" x 7"	6-1/4" x 8"
<b>Vertical Frame</b>	4" x 6-1/4"	5" x 7-1/4"	6" x 8-1/4"