



Assembly Line Scrapbooking

July 2016 Club Scrap® Lite Office Space

Materials:

- Office Space CS® Lite Kit

Tools and Supplies:

- 12" Paper Trimmer
- Adhesive
- Foam Adhesive
- Tape
- 3x14" CS® Grid Ruler
- Scissors
- Stapler and Staples
- Hole Punch and Eyelet Setter
- Paper Piercing Tool and Cork Board
- 1/4" Corner Rounder Punch

Measurement Conversions:

- .25 = 1/4"
- .5 = 1/2"
- .75 = 3/4"

LB = Left Base Page, RB = Right Base Page

Preparation:

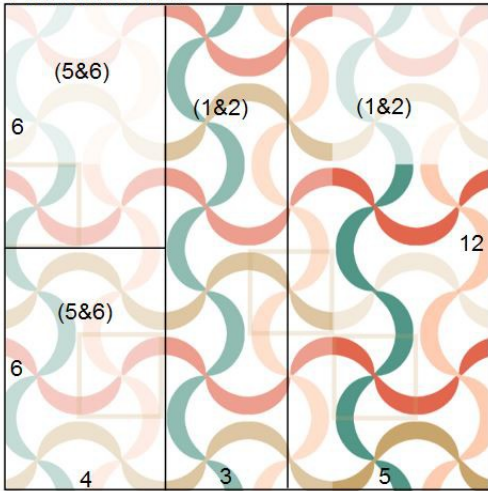
Trim the two White printed cutaparts into sections as indicated by the artwork.

After trimming the papers according to the instructions, distribute the pieces to a pile designated for each double page spread as referenced in the diagram.

If you do not have an item to complete the layout as shown, simply omit or substitute the item.

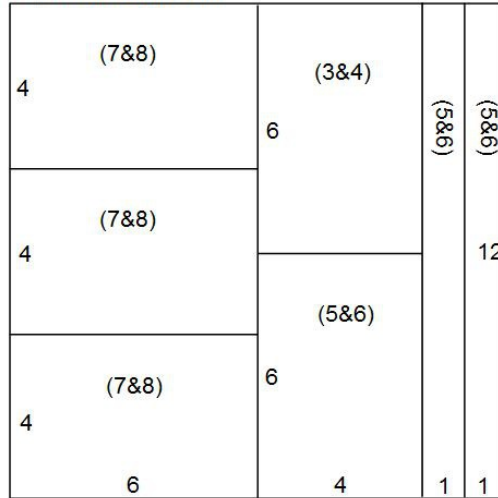
Paper Trimming Instructions

12x12 White Print



1. Place one 12x12 White Print into the trimmer with the darkest area in the lower right corner; trim at 7 and 4". Cut the 4x12 horizontally at 6".

12x12 Avocado Plain



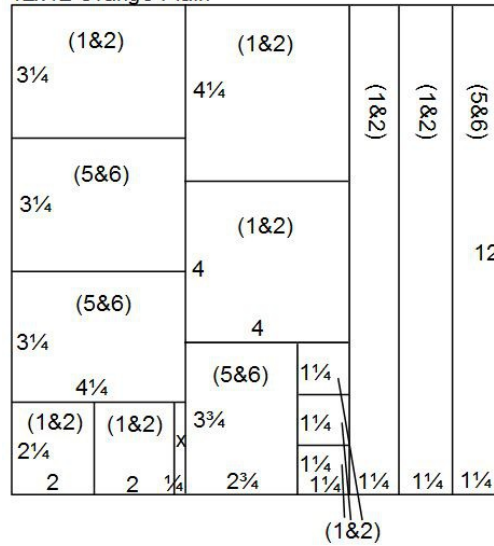
2. Cut one Avocado Plain at 11, 10, and 6". Trim the 6x12 horizontally at 8 and 4". Cut the 4x12 horizontally at 6".

12x12 Manila Print



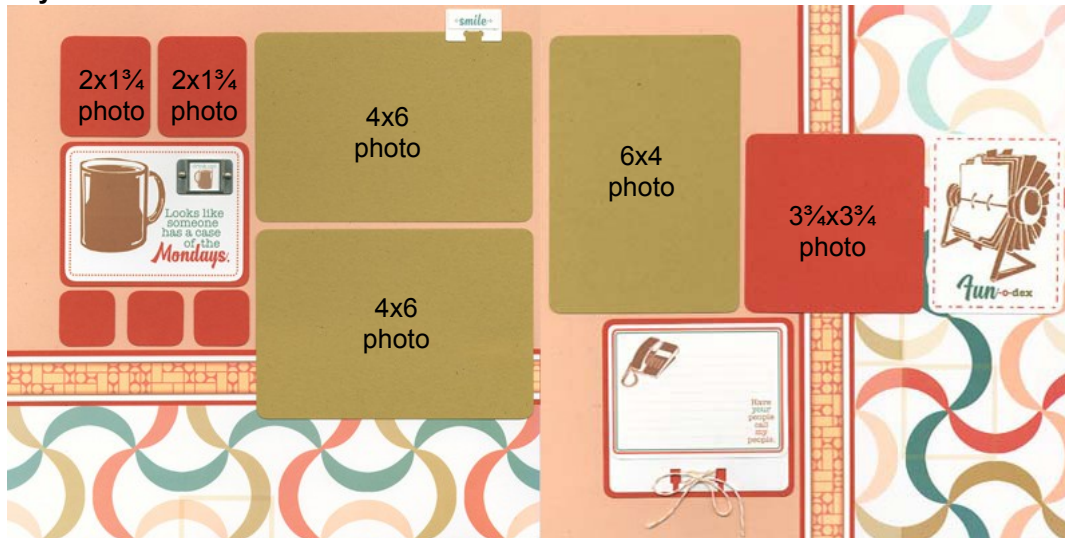
3. Trim one 12x12 Manila Print at 10.5, 8.75, and 4.5". Cut the 4.25x12 horizontally at 11.75". Trim the 1.75x12 horizontally at 11.75". Cut the 1.5x12 horizontally at 11.75".

12x12 Orange Plain



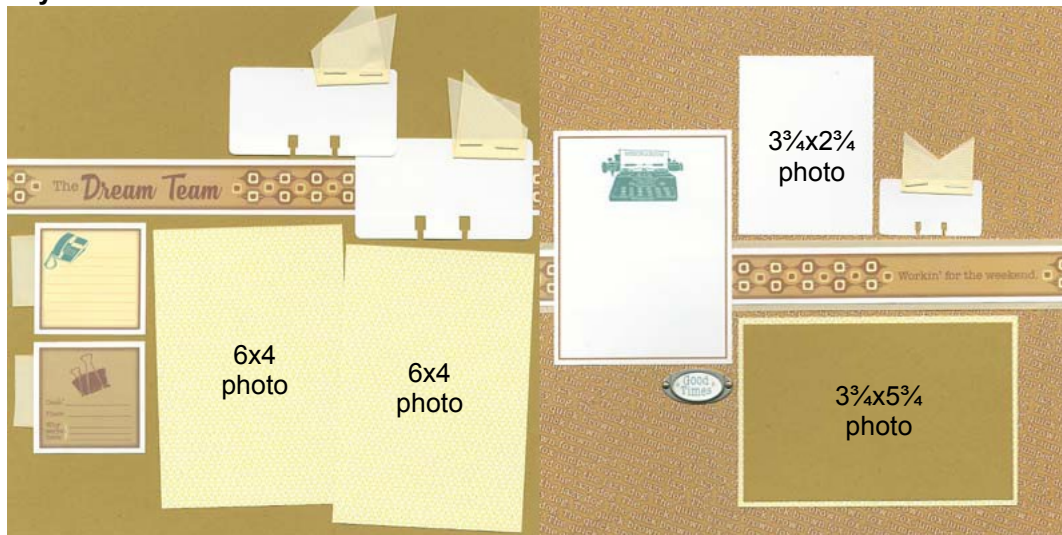
4. Cut one 12x12 Orange Plain at 10.75, 9.5, 8.25, and 4.25". Trim the 4.25x12 horizontally at 9.75, 6.5, and 3.25. Cut the 2.25x4.25 horizontally at 4 and 2". Trim the 4x12 horizontally at 8.25 and 4.25". Cut the 3.75x4 horizontally at 2.75". Trim the 1.25x3.75 horizontally at 2.5 and 1.25".

Layout 1 & 2



- (2) 12x12 Coral Plains (LB & RB)
- (3) 4.25x6.25 Avocado Photo Mats
- 5x12 White Print
- 3x12 White Print
- (2) 1.25x12 Orange Plains
- 4x4 Orange Plain
- 4x4.25 Orange Plain
- 3.25x4.25 Orange Plain
- (2) 2x2.25 Orange Plains
- (3) 1.25x1.25 Orange Plains
- White Cutaparts
- Rolodex Diecuts
- Metal Frame and Brads
- Coral and White Twine

Layout 3 & 4



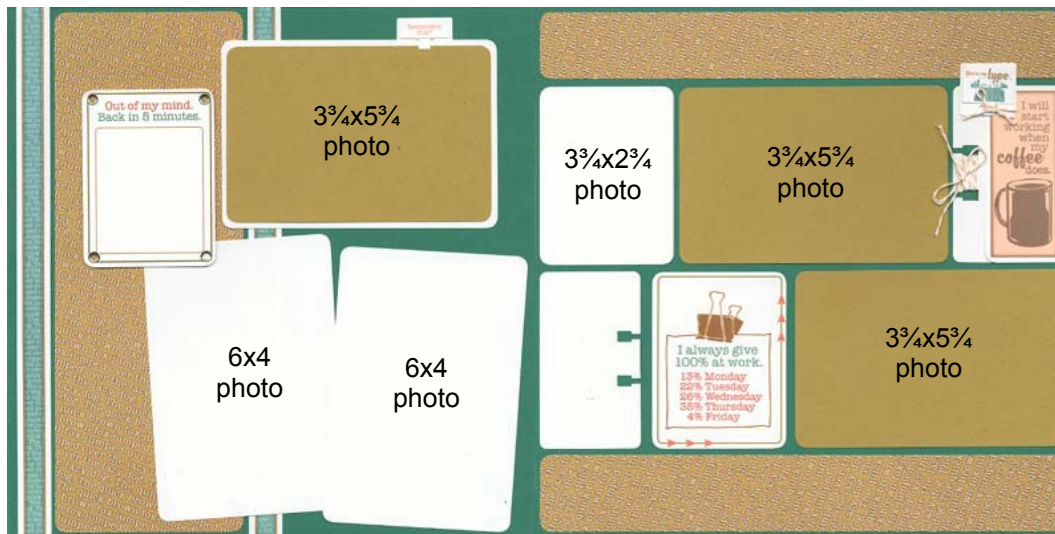
- 12x12 Avocado Plain (LB)
- 12x12 Manila Print (RB)
- (3) 4.25x6.25 Retro Pattern Photo Mats
- 4x6 Avocado Plain
- White Cutaparts
- 3x4" White Cutapart: Horizontal Lines (Plain Side)
- Rolodex Diecuts
- Metal Frame and Brads
- Manila Taffeta Ribbon

Layout 5 & 6



- 12x12 White Print (LB)
- 12x12 Orange Plain (RB)
- (3) 4.25x6.25 Jade Photo Mats
- (2) 4x6 White Prints
- 4x6 Avocado Plain
- (2) 1x12 Avocado Plains
- 4.5x12 Manila Print
- 1.25x12 Orange Plain
- (2) 3.25x4.25 Orange Plains
- 2.75x3.75 Orange Plain
- White Cutaparts
- 3x4 White Cutapart: Vertical Lines (Plain Side)
- Rolodex Diecuts
- Metal Frame and Brads
- Coral and White Twine
- (4) Silver Eyelets

Layout 7 & 8



- (2) 12x12 Jade Plains (LB)
- (3) 4.25x6.25 White Photo Mats
- (3) 4x6 Avocado Plains
- 4.25x11.75 Manila Print
- 1.75x11.75 Manila Print
- 1.25x11.75 Manila Print
- White Cutaparts
- 3x4 White Cutapart: "So Cool" (Plain Side)
- Rolodex Diecuts
- Coral and White Twine
- (4) Silver Eyelets