## PRINCIPLES OF DESIGN MINI BOOK



1. Photocopy the template on 1 piece of $8.5^{\prime \prime} \times 11^{\prime \prime}$ copy paper. Make sure the front and back look like this.

2. Cut from the fold along each crease, stopping at the horizontal fold. Make 3 cuts.

3. Turn the paper over with the flaps face down. You should be looking at the back of the paper.

4. Hold the outside edges of the paper and push towards the centre until you see a box formed. Keep pushing until all the pages line up.

5. Cut around the border on the front page. Fold the paper in half twice in both directions to make 16 boxes. Open it up.

6. Open up the paper. Cut along the top fold of the 2 inside rectangles to make 4 flaps. You should be looking at the front of the paper.

7. Fold the outside short ends of the paper into the centre. All the rectangles should be blank.

8. Flatten the paper then fold it in half to create the 16 page book.

9. Fold the paper in half lengthwise - long end to long end.

10. Fold the 4 flaps back so they line up with the outside edges of the paper.

11. Fold the paper in half short end to short end. Make sure the flaps are facing out.

12. The outside covers of your book should be blank. The first page of your book should be CONTRAST.


