



Cardfolio

Original design by Diane Campbell Payne
Valerie Stangle © 2010 All Rights Reserved

Paper Sizes for folio only:

- One 12" x 12" piece of cardstock or patterned paper

Supplies:

- Scor-Pal™
- Scor-Mat®
- Scor-Tape®
- Craft knife
- Metal Edged ruler
- Corner rounder

Step 1

- Trim 2" x 12" from cardstock or patterned paper; cut strip in half, resulting in two 2" x 6" strips.
- Trim 1" x 12" from cardstock or patterned paper; cut strip in half, resulting in two 1" x 6" strips, discard one strip.
- Trim 1/2" off one 12" side of 9" x 12" piece of cardstock, discard strip; remaining cardstock size is 9" x 11-1/2".



Step 2

Align the 11-1/2" side of cardstock to the top fence, left side, and score at 1/2" and 11".



Step 3

Move cardstock to the 3/4" mark and score at 6" and 7".



Step 4

Rotate cardstock 1/4 turn and align the 9" side to the top fence, left side, and score at 1", 1-1/2", 7-1/2" and 8".



Step 5

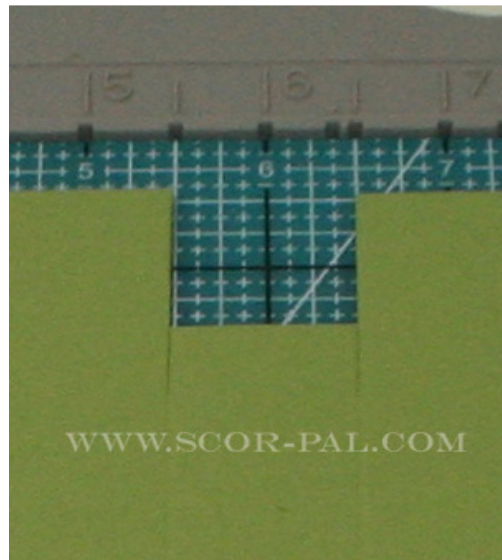
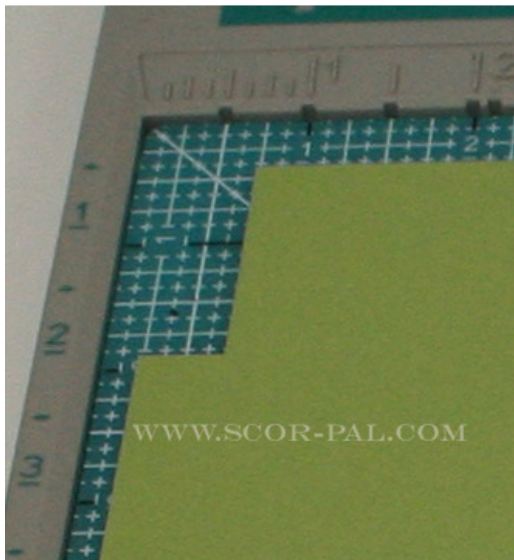
Align one 2" x 6" strip to the top fence, left side, and score at 1/2". Repeat on second strip.



Step 6

Using a craft knife and metal edged ruler, or a pair of detail scissors, trim the 9" x 11-1/2" piece as follows:

- Remove 4 corners by cutting on the 1/2" score line to where it intersects the 1-1/2" score line; cut on 1-1/2" score line to 1/2" score line. Repeat on all remaining corners.
- Cut on the 6" and 7" score lines to where they intersect the 1-1/2" score.
- Cut each center flap on the remaining score line, leaving a 1/2" x 1" flap.
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Step 6 after cutting as described:



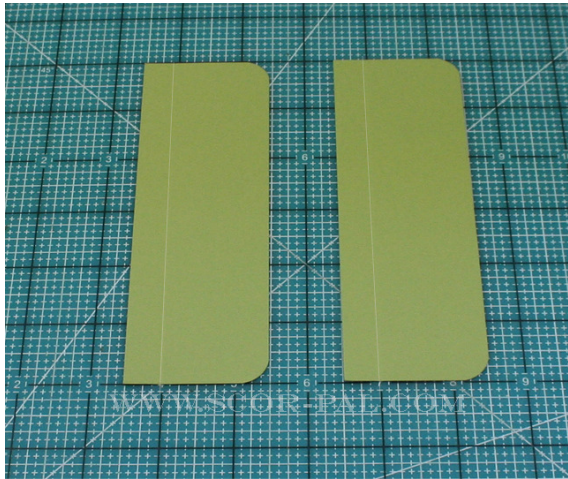
Step 7

Corner round 4 inside flaps, as shown below.



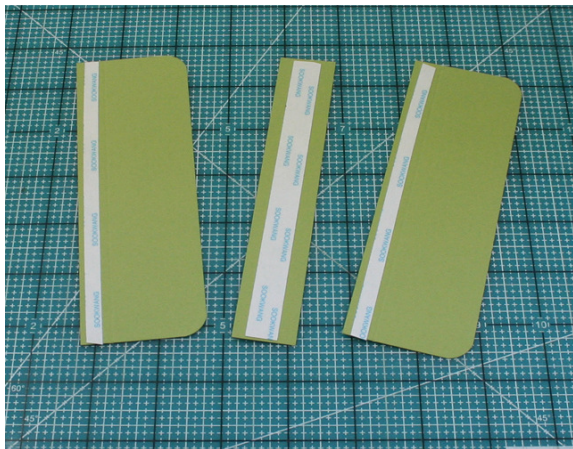
Step 8

Corner round outside corners furthest away from the score line (indicated by light white line) on each 2" x 6" strip.



Step 9

Adhere Scor-Tape to center of the 1" x 6" strip and to each 2" x 6" strip, as shown. Ensure the "valley" of the score lines is facing up.



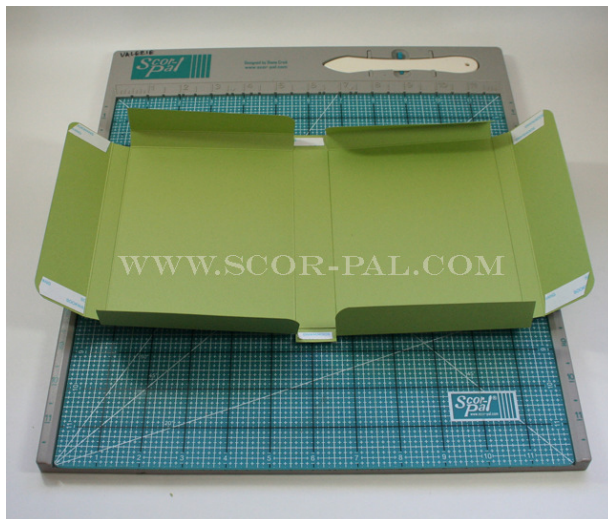
Step 10

- Orient previously scored folio base with the mountain scores facing upward.
- Remove liner and adhere 1" x 6" strip to center to reinforce the spine of the portfolio.
- Turn folio over, valley scores facing upward. Remove liner from each 2" x 6" strip and adhere to each 1/2" side flap.



Step 11

Pre-fold all scores on the valley. Adhere Scor-Tape to small spine flaps and to each side flap, as shown below.



Step 12

Remove liners and adhere small flaps to create a reinforced spine.
Remove liners and adhere side flaps to top and bottom flaps.



Step 13

Insert A2 sized cards and envelopes – hold approx. 4 – 8 cards and envelopes, depending on embellishments and layers.



Step 14

Decorate outside of cardfolio.

