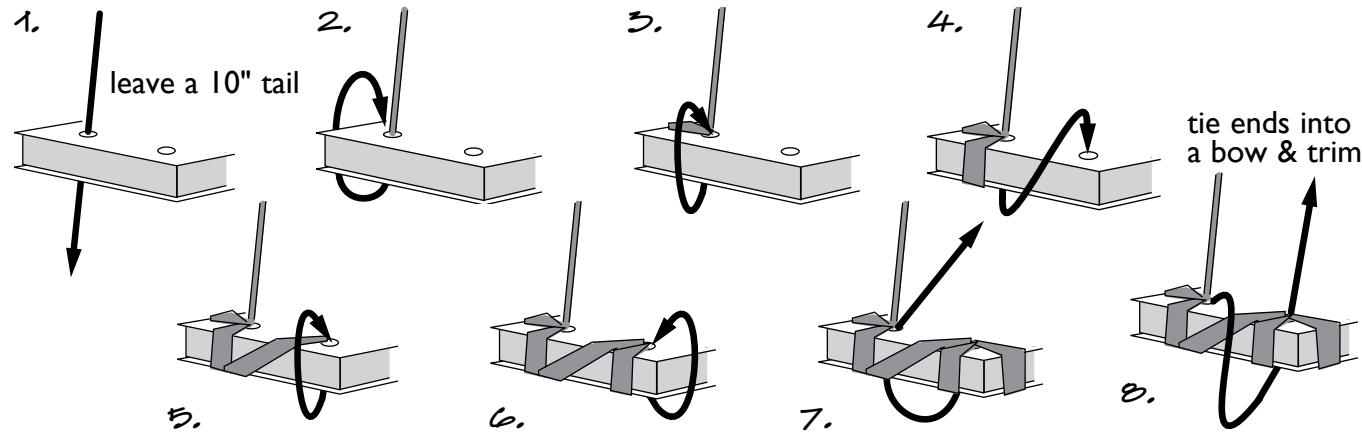




BINDING THE ALBUM:

bind the album by keeping the ribbon tight (see below). Using a tool or a partially unfolded, large paper clip, pull the end of the ribbon through the holes. **Pull only on the end** because pushing elsewhere frays the ribbon.



NOTES:

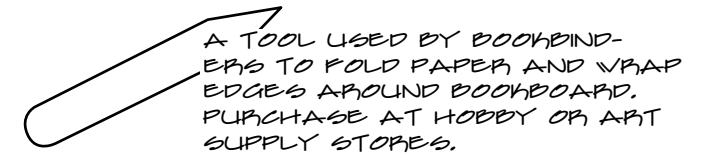
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Ribbon-Bound Album

FOR THIS PROJECT YOU WILL NEED:

- scissors or craft knife
- larger glue brush, 1" to 2" wide
- pencil
- ruler
- PVA (BBH Neutral PVA or equivalent)
- scrap paper to glue on
- Bent paper clip or needle with large eye to pull the ribbon through binding holes
- 2 weights (try a brick wrapped in kraft paper)
- wax paper to smooth out glued surfaces
- bone folder (BBH T101 or equivalent)



TO PREPARE FOR THIS PROJECT:

Clear a work space and do an inventory of all the pieces in this kit. Carefully measure each piece. With a pencil, lightly label each piece with the capitalized letter that corresponds with the list below, figures 1 and 2.

STRUCTURE: Bookboard and pages

- A** two pieces--7/8" x 9" bookboard with two holes (the spine)
- B** two pieces--8 3/4" x 9" bookboard (the front and back covers)

DECORATIVE COVER

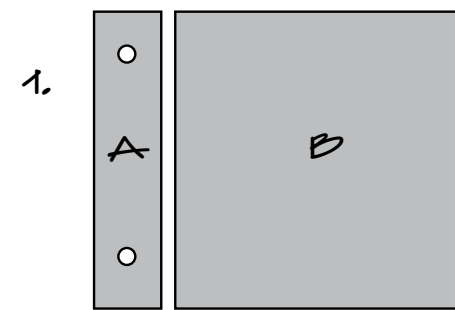
MATERIAL: Mark and glue only on the wrong side.

- C** two pieces--10" x 10 7/8" decorative material (front and back covers)
- D** two pieces--8 3/4" x 9 9/16" paper, without holes, that matches the pages (covering for the inside of the front and back covers--the "end papers")

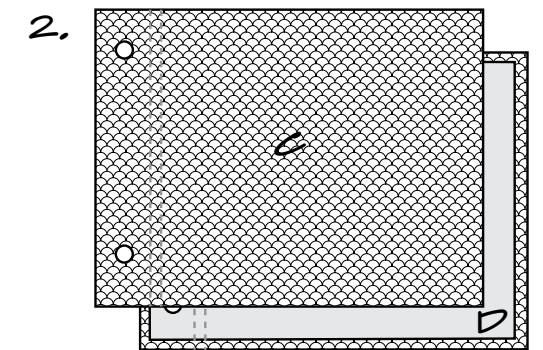
RIBBON: 75" for binding the album



Read and study the Glue Tips carefully before starting this project!



BOOKBOARD



FRONT + BACK COVERS

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MAKING THE FRONT AND BACK COVERS: Use all of the remaining pieces except pieces E.

- work on one cover at a time.

- mark a bookboard spine, piece A, with an arrow pointing towards the long edge that the binding holes are closest to, **figure 3**. This will be the hinge side of the spine.

- place a decorative material spine, piece D, wrong side up and apply glue. Glue the bookboard spine, piece A, onto the material, leaving approximately a $\frac{1}{2}$ " margin on the top, bottom and side edges opposite the arrow side of the spine piece, **figure 4**. Clip the two outside corners, **Glue Tips**.

- measure $\frac{1}{4}$ " away from the arrow side of the spine and lightly mark the distance with a pencil, **figure 5**.

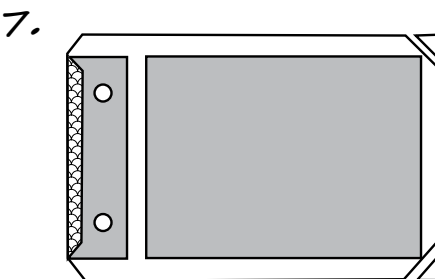
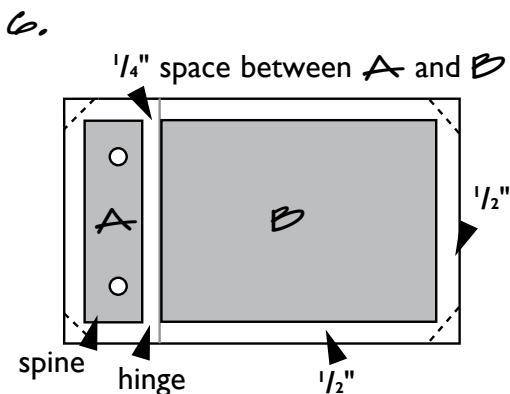
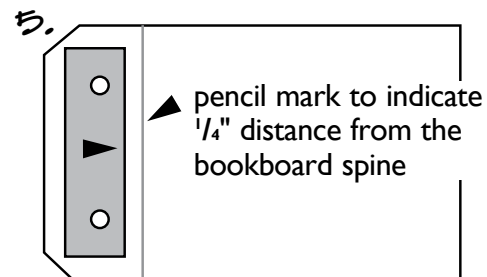
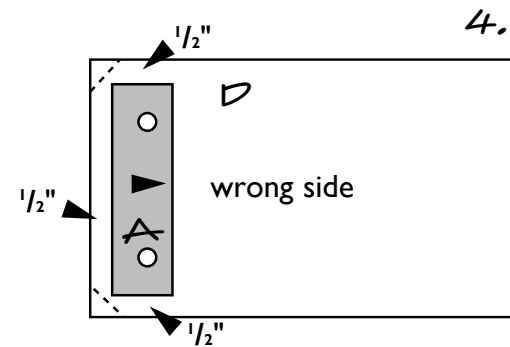
- apply glue to the exposed material and glue down a bookboard cover, piece B, leaving a $\frac{1}{4}$ " space between the spine and the cover and approximately a $\frac{1}{2}$ " margin on the top, bottom and side, **figure 6**.

- apply glue to the exposed material edges and wrap them around the bookboard, **Glue Tips**.

- clip the two outside corners of the material, **Glue Tips**. Apply glue and wrap the material's edges around the bookboard, **Figure 7**.

- repeat the above steps for the second cover.

3. arrow mark indicates the side that the binding holes are closest to



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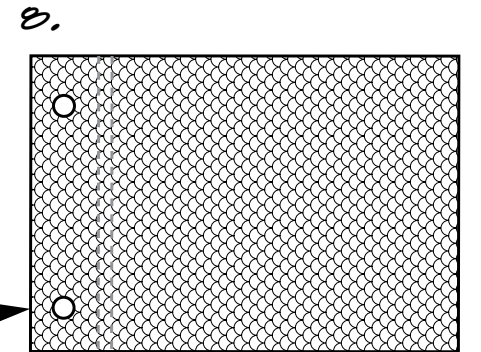


PUNCHING THE BINDING HOLES: Do both front and back covers.

- dab a **very small** drop of glue into each binding hole on the inside of the cover.

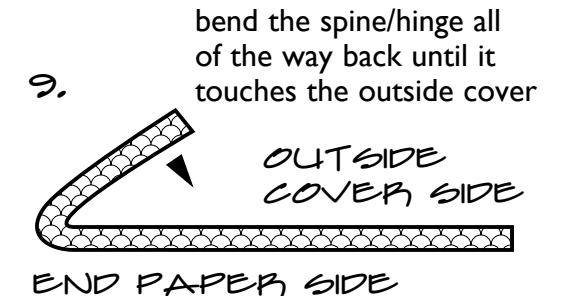
- turn the piece over, and from the front of the cover, use a pencil point or some other pointed object, to punch holes through the decorative material, **figure 8**. Make the holes as large as possible. This forces the material to be glued to the inside of the binding holes.

punch holes from the front to the back



MAKING THE HINGE: Use pieces E plus both front and back covers.

- to check the fit, first without glue, center one of the end papers, piece E, on the inside cover. Then apply glue and lay, do not smooth, the paper onto the inside cover. **Being careful** not to tear the end paper, slowly bend the spine all the way back until it touches the outside cover material, **figure 9**. This will slide the end paper slightly away from the hinge edge of the cover.

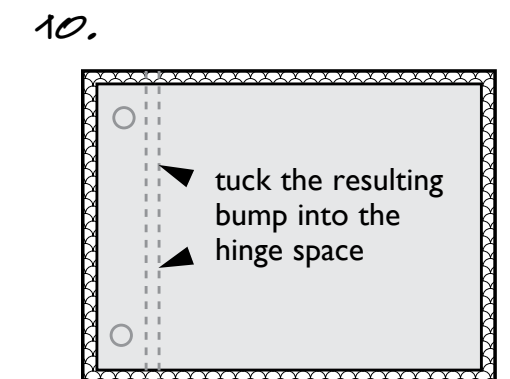


- place the cover end paper side up.

- with a bone folder, tuck the resulting paper "bump" into the hinge, **figure 10**. Fold the hinge back a few more times to stretch the paper while it is wet with glue. Smooth the end paper down.

- repeat the hole punching steps on the end paper, punching from the inside of the cover to the outside.

- repeat the above steps for the second cover.



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We will send you a surprise if you let us know, in writing, about any typos or unclear instructions.