

**A free project, compliments of...**

# Sue Bleiweiss

## Hardcover Padfolio

All information provided herein is done so in good faith. Sue Bleiweiss takes no responsibility for problems or issues encountered by the reader when using any of this information. Always make sure you take appropriate health and safety precautions when working with your supplies and equipment.

This hardcover padfolio goes together very quickly and makes a great last minute gift idea. You can personalize and embellish the cover any way you like and you could use a pretty ribbon as a closure instead of the elastic.

You'll need to begin by cutting your book board. A few things to keep in mind when you cut book board:

- Use a heavy duty utility knife with a new sharp blade and a metal-edged ruler.
- An X-Acto or craft knife is not sturdy enough to cut book board.
- Do not try to cut it with a rotary cutter!
- Make several passes with your knife to cut through the board, don't try to cut all the way through with one pass.

Cut your book board into the following pieces:

- 6" x 9" – 2 pieces (front and back cover)
- ¼" x 9" – 1 piece (spine)



### Supplies

- Standard .087 book board: [www.hollanders.com](http://www.hollanders.com)
- Writing pad: 5" x 8"
- Glue
- Decorative paper
- Two A2 envelopes: 4 ½" x 5 ¾"
- 12" elastic
- Heavy duty utility knife
- Metal-edged ruler
- Awl

Cut the paper that you want to use for the outside of your padfolio to measure 15" x 11" and place it right side down on your work surface. Glue the front and back cover and the spine pieces to the paper in the following configuration.



Place the pieces on the paper so that there is a 1" border of paper along the edges. Glue the left piece down first and then glue the spine piece next to it.



The gap between the spine piece and the cover boards should be equal to two widths of the book board. To make sure that you have placed the spine the correct distance from the edge of the cover piece, use two scrap pieces of book board to determine where to glue the spine piece down. Make sure that the top and bottom edges are even.

When all of your pieces are glued in place fold the excess paper around the borders to the inside and glue it in place. I like to do the corners first:



And then the edges:



Now cut a piece of paper 12 1/4" x 8 1/2" to use for the lining of the book and glue it down on the inside of the folio, centering it and pressing it down well to secure it in place.



If you would like your padfolio to have an elastic strap close then you will need a 12" piece of elastic. I use the elastics from [www.judithm.com](http://www.judithm.com) that already come precut with little metal tabs on the ends:



Poke a hole using a sharp awl through the center of the spine.

Slip the paper pad in the envelope on the right and you're done!



Draw the elastic ends through the hole from the outside of the padfolio to the inside so that the loop is on the outside:



If you've used a length of elastic without the metal tabs on the ends, just tie the ends into a knot instead.

Now glue your two envelopes in place, one on each side about 1/4" from the bottom of the padfolio.

