

Bi-Fold Frame Class by Mary Anne

Ludgershall
Crop

You will need:

one A3 sheet of black foam core
four additional 1 inch x 8 inch strips of black foam core
Strong double sided tape (1/2 inch and 1/2 to 1 inch - ATG works fine)
Craft Knife (a paper trimmer will NOT work)
Metal edged ruler
three sheets of 12 x 12 cardstock (or two sheets and a 1 x 10 inch strip of the same)
patterned paper (at least 6 x 8, pattern running PORTRAIT)

not required but two sheets of A3 black card will finish the back off - it can match the cardstock you selected if you have enough)



1. Cut your A3 piece of foam core. Measuring in 8 inches from one short side, then 8 inches from that mark and cut top to bottom.

Measure 10 inches up from the short bottom edge for both 8 inch rectangles and cut.

Keep your lines straight and keep the bits you cut off.

Cut as close to 8 x 1 inch strips as you can (you should get four 8 x just shy of 1 inch pieces from the leftovers. You will need a total of eight.

There will be additional foam core to share to get your other 4 pieces!

TIP: Cutting foam core

Foam core is the foamy core covered with paper. It is easiest to make a shallow cut for your first pass with the knife, cleanly cutting the top layer of paper. Make a second pass with your knife, cutting through the foamy middle and perhaps through the bottom layer of paper - if your craft knife has an extendable blade that you can roll out, two passes may be enough. If an X-acto knife with a short blade you may need THREE passes - top paper, foam middle, bottom paper.



2. Add adhesive on all four sides of both 8 x 10 pieces of foam core. Add two 1 x 8 inch pieces top and bottom and two between these on either side.

Make sure you are sticking these pieces **RIGHT** at the edges of your rectangles on all four sides!

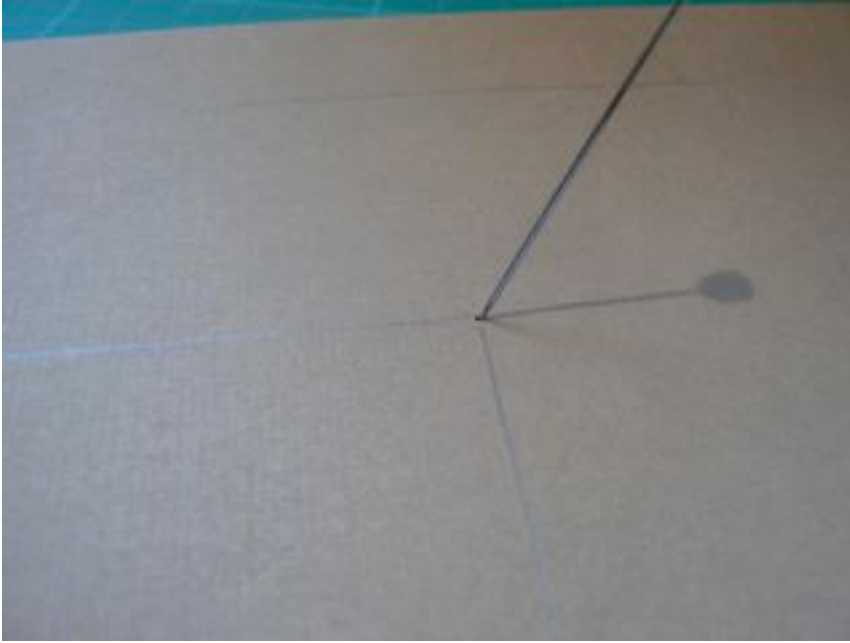
3. Laying you first rectangle down on the **REVERSE** side of your cardstock, position it 2 inches from either side and 1 inch from the top and bottom edge. Draw a line around the rectangle.

Keep the tip of your pencil right up against the foam core. It matters!



4. From scrap card cut to 5 x 7, or using a 5 x 7 photo, center this piece in the middle of your drawn lines. Draw around it, again, keeping your pencil right up to the edge. This will be your appeture for your photos!



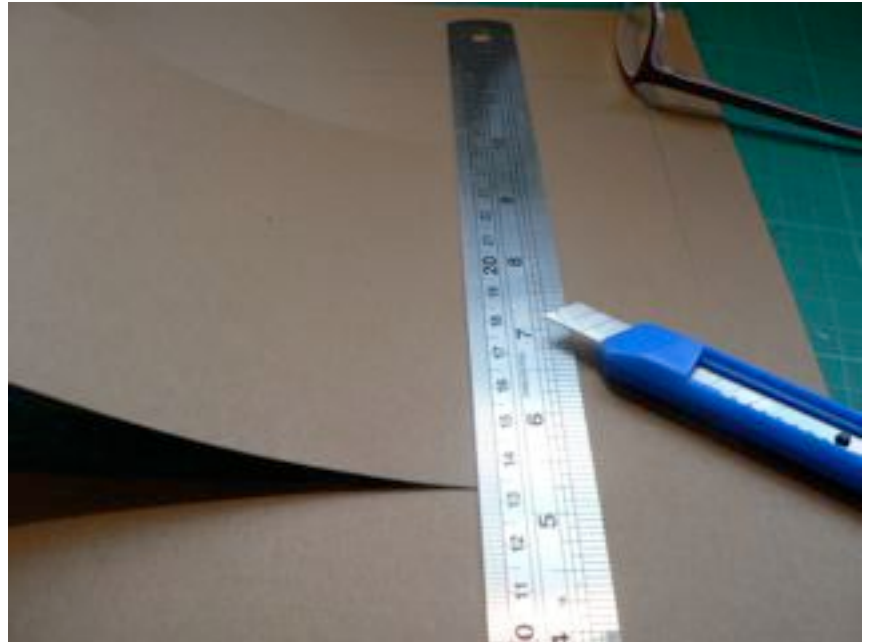


5. At the intersection of the top and side lines, poke a hole with a pin or a pokey tool.

This isn't critical, but this little pin hole will help you get a nice clean corner, not letting the cutting line extend past the intersection! Simple trick but it works if you place the tip of your knife in the first hole, cut smoothly and slowly down to the second hole and STOP as soon as you feel the knife pause at that hole.

You will feel the knife encountering the hole if you pay attention!

6. Cut around all four sides and take out this piece.



7. Now, tip your foam core on it's side, placing it along the uncut, drawn lines. Make sure it is straight along the line on the left and draw along the foam core on the right. Again, pencil right along the edge. Tip and draw along all four sides!

Can you see this is marking the depth of the piece?



8. When you take your foam core away you see you have two sets of lines on all four sides, the first set marking the area of the foam core rectangle and the second set marking the depth.

Score and crease very well, all lines, **EDGE TO EDGE** of the cardstock for all lines.

Repeat steps 7 and 8 for both pieces of cardstock

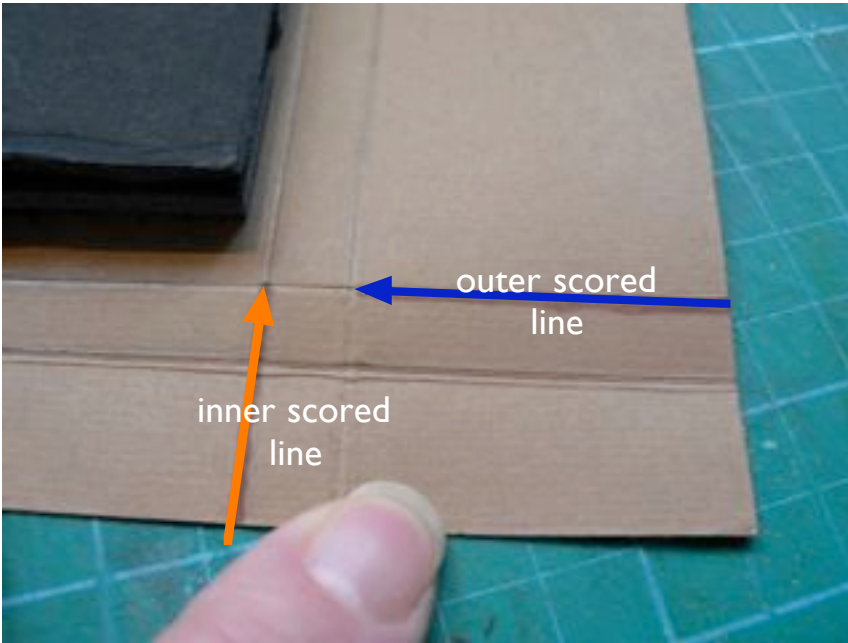
9. When you get done your pieces of cardstock will look like this!

NOTE: If you want to line the cut out of the frame with patterned paper, cover the area within the foam core strips with paper now before step 10 - you can do it later but it's a little bit harder.



10. Now we are going to wrap the cardstock around the foam core rectangles! Add adhesive on the 8 x 1 inch strips that surround your foam core piece.

Lay your foam core **FLAT SIDE UP** (so the side that has the 8 x 1 inch strips attached is face **DOWN** on the back of the cardstock) **BE VERY CAREFUL** to position your sticky front to the back of the cardstock right along the inner lines!



11. If you make a wrong cut it will be hard to recover from it.

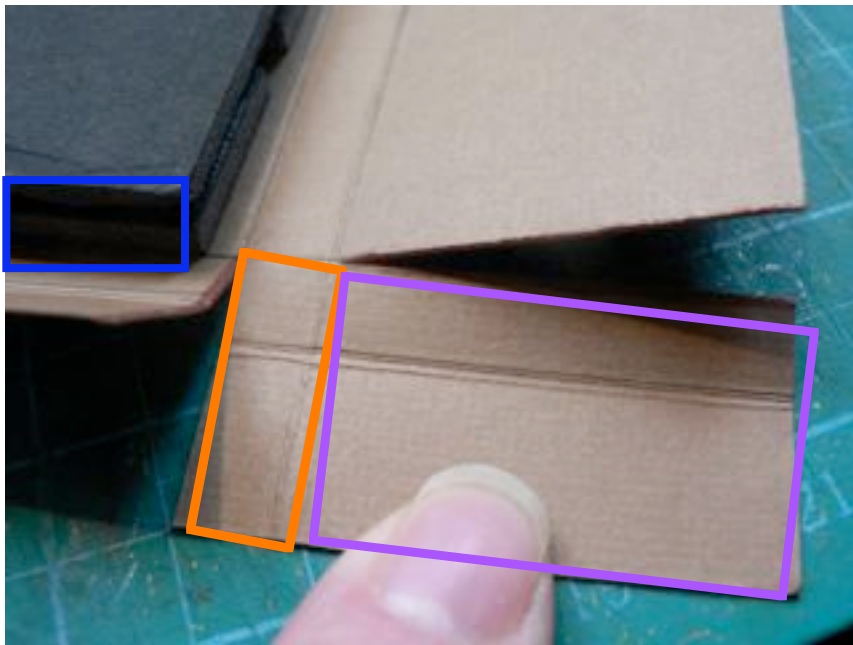
Cut the RED line from the outside edge (SHORT edge) of the cardstock to the INNER scored line. Cut the BLUE line (from the LONG EDGE) ONLY TO THE OUTER scored line.

Do this on all four corners, rotating the piece if it helps you keep track of the cuts

Here you can see the lines actually cut



12. Add adhesive to back of the foam core.



13. The area marked in RED will fold up and then over, along the bottom of the frame where the blue rectangle is, The purple rectangle will fold down on to the back of the foam core and be secured by the adhesive you added

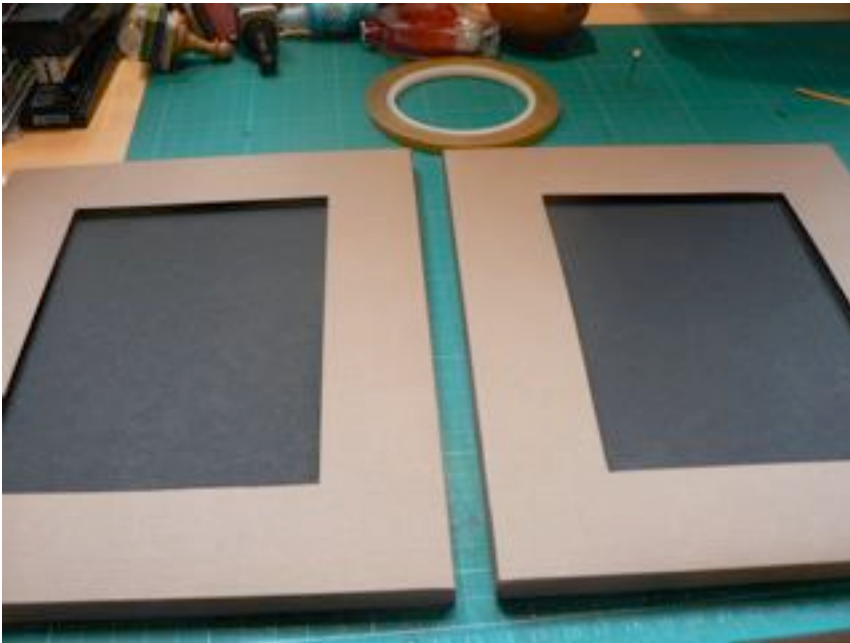
14. When you have done this for all four corners your piece will look like this!

You are going to do the bottom right, then MIRROR the cuts on the bottom left. Rotate and cut the new bottom right then mirror the bottom left again



15. Add adhesive to the upper and lower edge of the foam core, including over the bits you folded up. Fold the top and bottom edges onto the foam core, securing to the adhesive. Add the adhesive to the two long sides and fold them onto the foam core, encasing the piece in the cardstock. Phew!

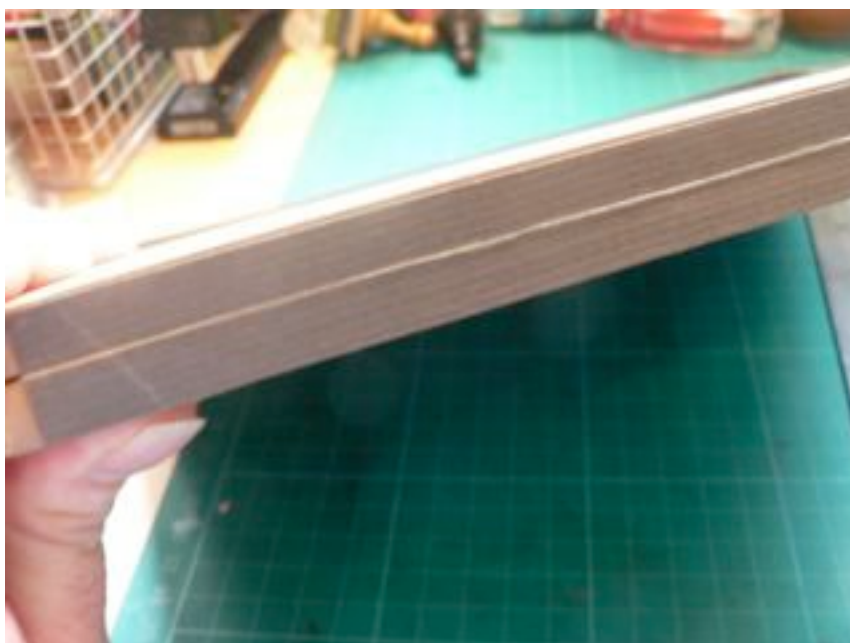
Nearly done now....



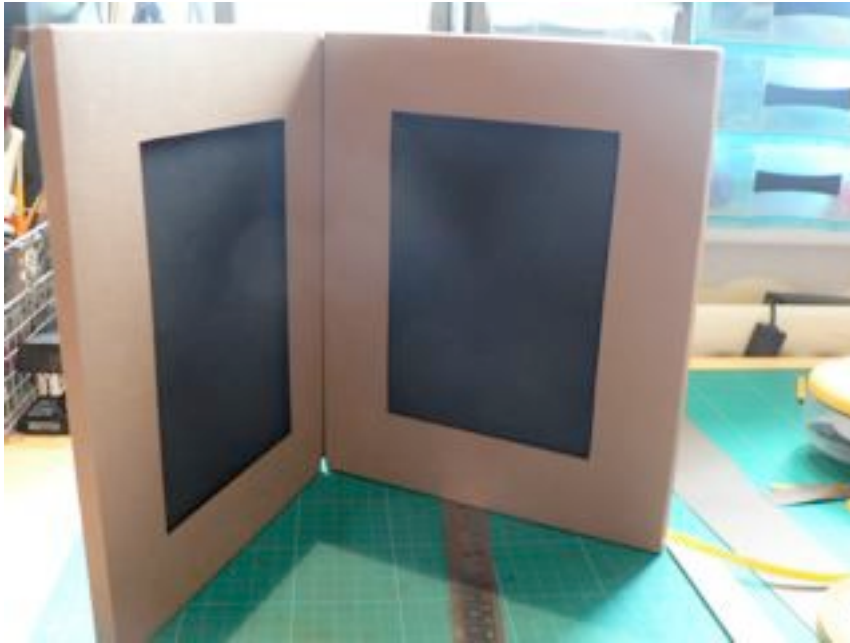
16. This is what you have! If you did not add patterned paper within the shadowbox areas, you can do so now by tucking it into the aperture. Cut a piece just larger than the aperture and wiggle it inside.

17. To join the two sides, cut a $\frac{3}{4}$ inch x 9 inch piece of cardstock. Score and crease it in half, lengthwise, and add thin double sided adhesive to both edges, either side of the mountain fold.

See right



18. Placing the frames face to face, stick the hinge along both long sides, one on each frame. This creates a simple hinge that allows you to open up the frame to stand it up on a table.



Like this!

For the final step, and it isn't critical if the back of the frame is not on display, cover the backs with 7 3/4 x 9 3/4 inch pieces of cardstock.

Now you can decorate the surround in any way you like - plain paper that overhangs the frame won't work as well as chipboard shapes covered with paper.

You can add a "title" along the bottom edge, add paper or fabric flowers, really just go wild embellishing.

Hope you enjoyed making yours!

Mary Anne