

Mini Alphabet Dies Letter Organizers Large & Small

Save this tutorial in a folder or print it to keep in your crafting area. This document includes directions on how to create a larger and smaller organizer for your letters from the Mini Alphabet Die.



Measurements are given width x length.

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February 2024.

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Directions for Larger Organizer Box

Supplies:

Paper trimmer with scorer, one piece of solid color card stock, one full sheet of 12" x 12" patterned Designer Series Paper, 3" x 3" Mini Envelopes #159233, Multipurpose Liquid Glue #110755 & Tear & Tape #154031.

For this tutorial, I used Night of Navy card stock & Countryside Inn Designer Series Paper #161467.



All the paper supplies you need for the Larger Accordion File Organizer:

Solid card stock 7-1/2" x 11", score 2" all sides.

Keep the left over piece & cut two pieces 1" x 3-1/2".

Two different patterns of Designer Paper:

Pattern 1 (for inside of box): 3 pieces 3-1/2" x 12", scored every 1/2" to create long accordion.

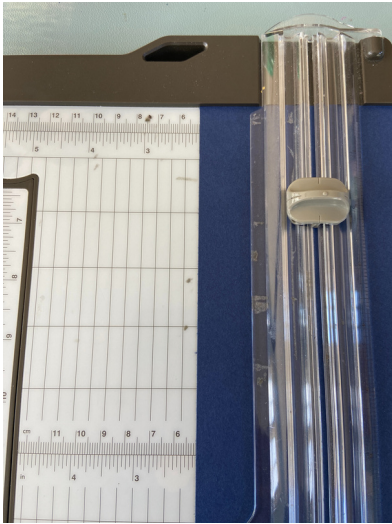
Pattern 2 (for outside of box): 2 pieces 6-3/4" x 1-3/4" (side of box) and 2 pieces 3-1/4" x 1-3/4" (front & back of box)

26+ Mini Envelopes (one for each letter)

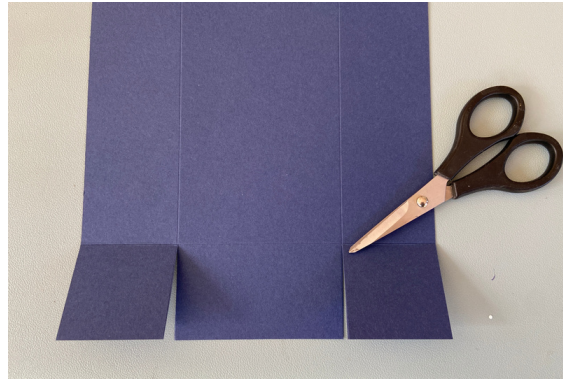
Tear & Tape

Multipurpose Liquid Glue

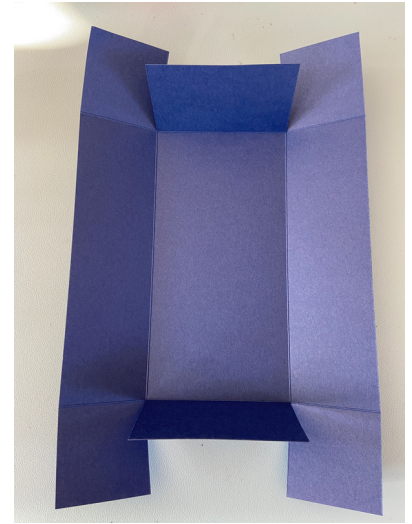
Mini Alphabet Dies to cut all your letters



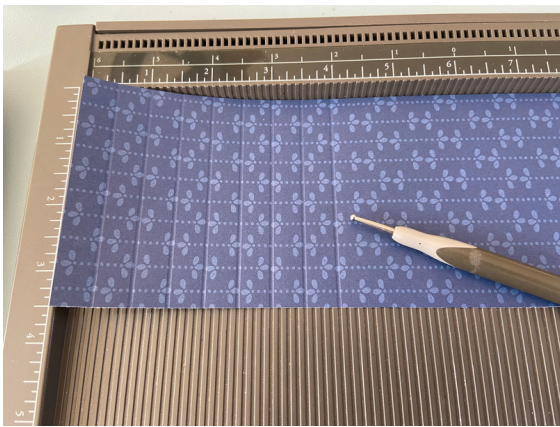
Score 7-1/2" x 11" box base at 2" on all 4 sides.



Cut to score line on both sides, top & bottom.



Fold on all score lines.



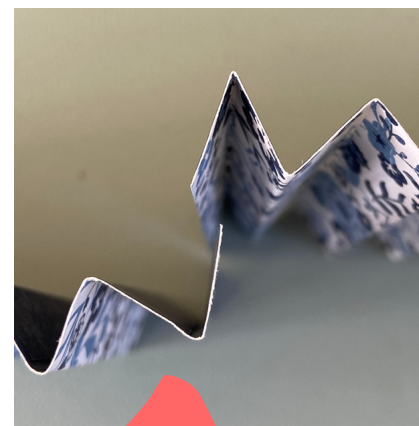
Score every 1/2" on all 3 pieces of 3-1/2" x 12" patterned paper.

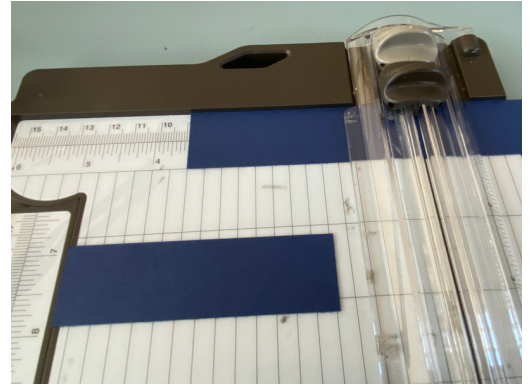


Be careful not to score too hard on the designer paper because it can tear. I suggest using the larger ball end of the stylus.



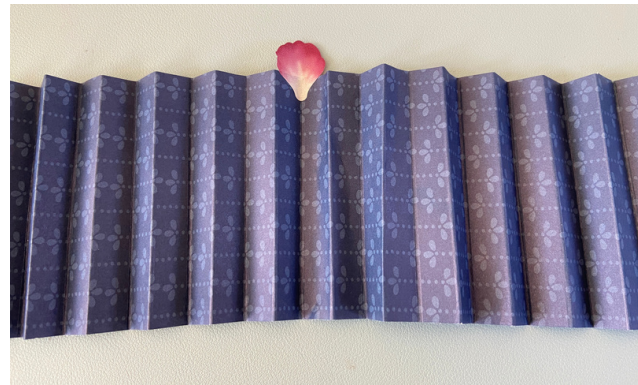
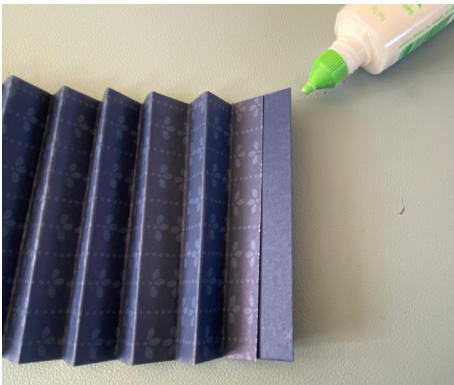
Fold accordion style. Fold two pieces in the same direction and one piece in the opposite (to create a hook to connect them).





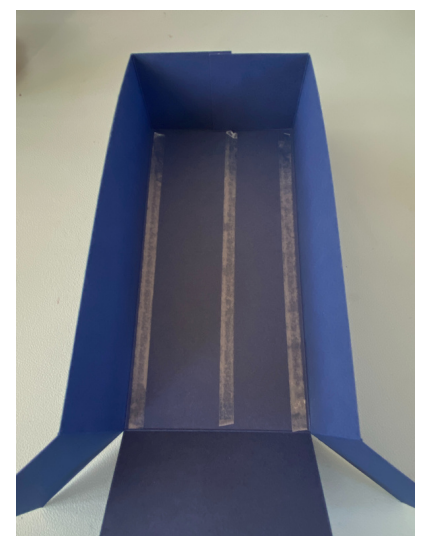
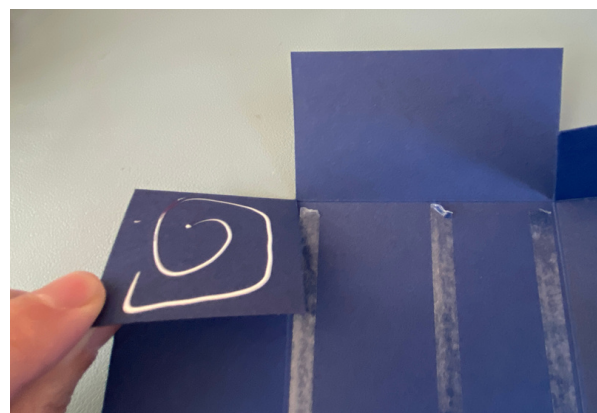
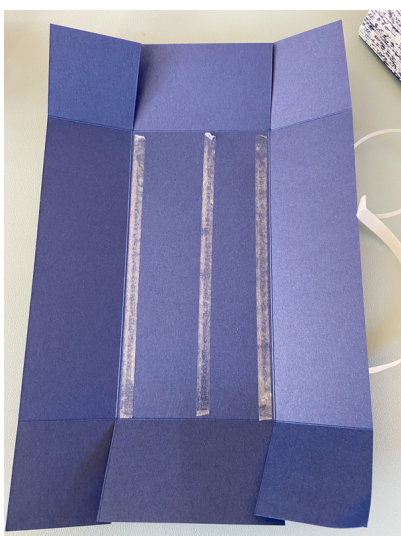
Cut two pieces size 3-1/2" x 1" from leftover 1" strip.

Glue all three accordion pieces together.



Glue the two pieces to both ends of accordion.

Find the middle of the accordion & place removable or washi tape. Fold together & put a rubber band around (to keep in place).



Place three layers of Tear & Tape in the center section of the box & remove the backing.

Glue only one end of the box together.

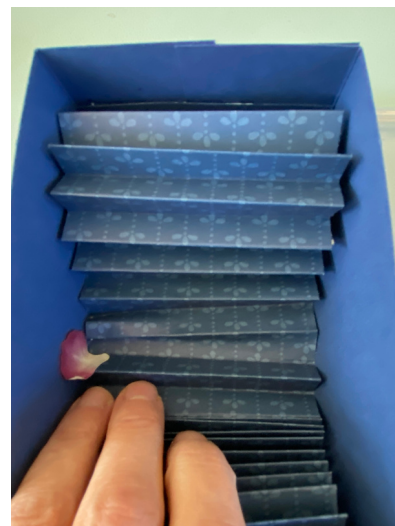
**This next part will take a little fiddling & patience.*



Glue one end of accordion to inside edge of closed box end.



Press to adhere.



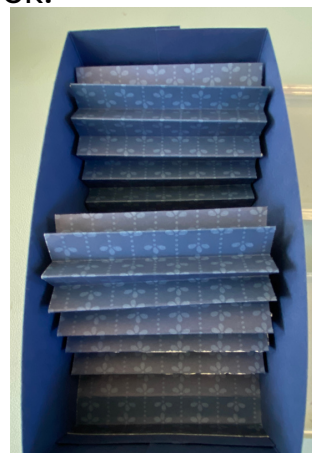
Find the middle part of accordion & line up with the middle part of the box. Press down to stick.



Glue the opposite side of box closed.



Glue last end of accordion to inside edge of closed box.



Now you'll have two wavy sections with the middle stuck down.



Using a clear D block helps to keep things down. Once in place, press to stick.

Fiddle to get accordion to fit like a file. You can lift up & press down again (& again) until it's right. Press harder when done.



Customize your box with decorative papers. Label how you wish!



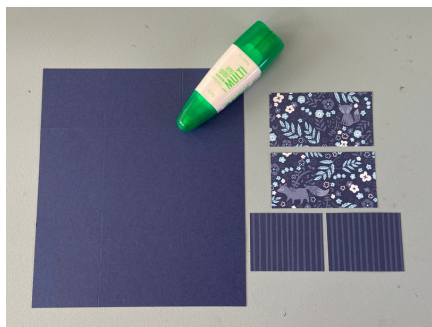
Label the envelopes & file in the box. There's room at the back for the larger die cuts too.

Directions for Smaller Organizer Box

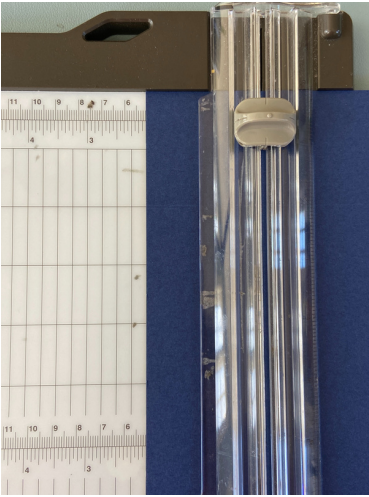
Supplies:

Paper trimmer with scorer, one piece of solid color card stock, patterned Designer Series Paper, 3" x 3" Mini Envelopes #159233 & Multipurpose Liquid Glue #110755. For this tutorial, I used Night of Navy card stock & Countryside Inn Designer Series Paper #161467.

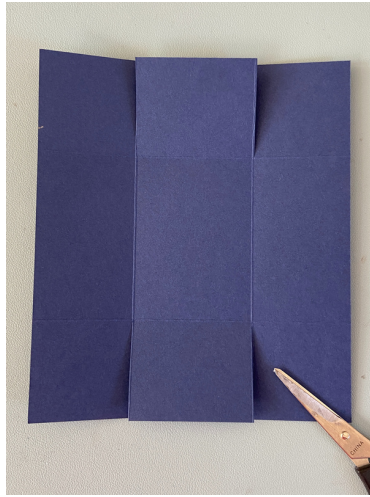
All the paper supplies you need:



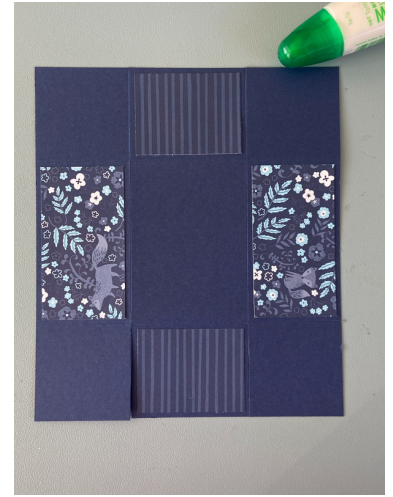
Solid card stock 7-1/2" x 6-1/2", score 2" all sides.
Two different patterns of Designer Paper:
Pattern 1 (front & back of box): 2 pieces 3-1/4" x 1-3/4"
Pattern 2 (sides of box): 2 pieces 2-1/4" x 1-3/4"
26+ Mini Envelopes (one for each letter)
Multipurpose Liquid Glue
Mini Alphabet Dies to cut all your letters



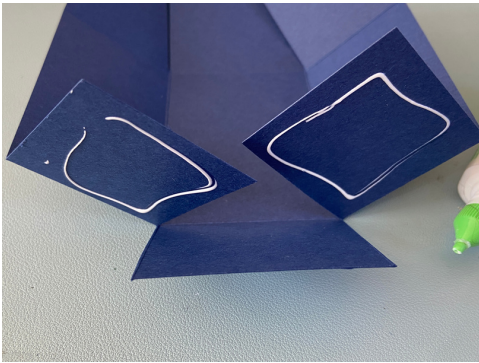
Score the 7-1/2" x 6-1/2" box base at 2" on all four sides.



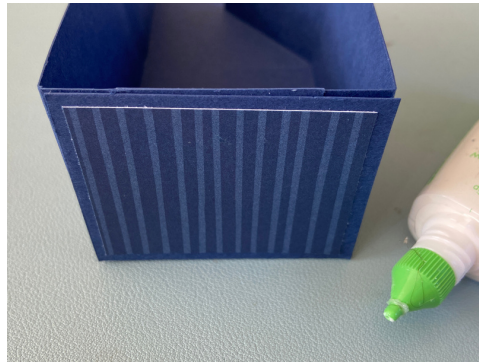
Cut to score line on both sides, top & bottom. Fold on all score lines.



Adhere the patterned paper, keeping in mind the edges of cardstock will be the top of the box (for pattern direction)



Adhere both ends of box together



Label your envelopes and decorate your box! Enjoy your organization.