

Book21: Contemporary School Room Assembly Instructions (1:12 Scale)



Required tools and supplies:

- X-acto knife and fresh blade. Projects can be cut with scissors if you prefer.
- A thin metal straightedge ruler can be used to make fold lines by pressing against edge of the ruler.
- Tweezers are good for holding and pressing glue bonds.
- A cotton swab is also a useful tool for pressing glue bonds.
- Use a good cutting mat. Cardboard used as a substitute cutting mat will ruin your blade and your project will have rough edges.
- The best glue to use is a fast-grab, quick-dry, white craft glue that dries clear. Regular craft glue is too soupy to be of help here.
- An acid-free glue stick comes in handy, but only use when specified.
- A small piece of aluminum foil makes a good disposable glue pot.
- A slender artist's paintbrush is a good tool to use to apply glue. Wash the brush in clear water when not in use. Some prefer to use a toothpick, but a brush will give you much more control.

Text Books Assembly

1. Cut out all the pieces of this project. Fold at all creases. Use the photo as your guide. Always fold against the metal straight-edge ruler when making creases.
2. Take one of the book "pages" and form into a box so you can see where each tab will be glued. Only the long back tab should be glued to the exterior of the box, all others should be glued to the inner surface.
3. Repeat for the other three book boxes. Allow each to dry thoroughly before preceding.
4. Take a book cover and crease the two fold lines. Repeat for the other three book covers.
5. Paint a strip of glue to the spine side of one of the book boxes. Carefully press it against the inner spine of the cover. Prop the book on its spine side, and don't close the cover or you will get glue seepage against the cover.



Calendar Assembly

1. Neatly stack the cut out calendar pages and pinch into black binder clip. The exposed edge should be the tops of the pages.
2. Use an artist's brush and brush a thick layer of glue along the top edge of the clipped pages.



Composition Notebook or Loose-Leaf Notebook Assembly Instructions

1. Fold notebook cover to create a spine.
2. Pinch pages into a black office binder clip. (Note: the Composition notebook pages have rounded corners. Save some squared corner paper for the loose-leaf folders.) Be sure to cushion the clip with cardboard or similar item to prevent clip indentations.
3. Use an artist's brush to apply an even thick coat of glue to the pages where the binding will be. Allow glue to dry thoroughly.
4. Take the notebook cover and apply a coat of glue to length of inner spine. Remove clip from pages and carefully lay pages into the spine. Try to prop the notebook between two items to hold it upright. The point is to try to keep the spine glued without completely closing the notebook cover. If the notebook cover is completely shut, you risk gluing the first and last pages to the book cover.

Pocket Folder Assembly

1. Fold tabs and fold up panels found attached to tabs.
2. Glue tabs to inner blank surfaces of the folder.



Propeller Airplane

1. Cut wings and fold in half. Glue blank sides together.
NOTE: If you like a finished look, use a color felt-tip pen to edge around pieces. I did not do this so you see the white paper edges.
2. Cut tail and fold in half. Glue blank sides together and cut dotted slit.
3. Cut around propeller's rectangle. Fold in half and glue blank sides together. Detail cut around propeller. Color edges. Poke pin through hole.
4. Cut around plane body's rectangle.
5. Fold in half.
6. Before gluing blank sides of plane body together, glue pin to the blank inner surface of plane's nose.
7. Glue rectangle's blank sides together down to the red line. In other words, do not glue the wheels together.
8. Detail cut around body when dry. Cut slits in plane sides and tail.
9. Slide wings into side slit. Wedge tail into tail slit.



Contemporary Classroom Desk Items

Notepad Assembly

1. See the wall calendar instructions and photos.
2. Neatly stack the cut out notepad pages and pinch into black binder clip. The exposed edge should be the tops of the pages. You may want to sandwich pages into a piece of scrap paper before pinching them with the clip. This keeps indents from happening to the pages.
3. Use an artist's brush and brush a thick layer of glue along the top edge of the clipped pages. Allow to dry thoroughly.

Crayon Box Assembly

1. Fold to form the box. Use a straight-edge ruler to fold against.
2. Glue the side tab to the interior blank surface of the box.
3. Fold the bottom of the box shut, and glue closed. Allow glue to dry before stocking with crayons.

Computer Diskette Assembly

1. Cut out and fold each of the four diskettes in half.
2. Use a paint brush and glue the blank sides together.

Pencil Box Assembly

1. Fold the cut out box at all fold lines (follow photo as guide). You will see shape of miniature appear when folds are in place.
2. Glue the 4 white side tabs to the blank interior surfaces of the four box walls. Use tweezers to maintain sharp corners. Allow to dry thoroughly.
3. Fold down the three edging strips found at the top of sides. Glue securely into place. Use tweezers to maintain a crisp thin edge.
4. Fold lid's attached lining down the center line and glue blank sides together.

Coloring Book Assembly

1. Cut both panels of coloring pages and then fold in half.
2. Cut out the semi-gloss coloring book cover and fold it in half.
3. Cut out some scrap paper and fold. Use this to practice stapling, and find the exact position needed to staple your coloring book's pages.
4. Stack pages on coloring book cover. Position stapler along spine area and punch a staple at the center.



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Pencil Tutorial

