# Table Setting Mini Kit Tutorial (Red Poinsettias mini kit is shown) Template Designs by Sue Douglas, exclusively at http://www.craftsuprint.com/sue-douglas/ 

The items included in this mini kit are original templates, designed by Sue Douglas. My Table Setting Mini Kits are very easy to make! Each Kit includes 2 Sheets (as allowed on the new Mini Kits format, at CraftsUPrint) Included in the kit is a Cracker, a matching Napkin Ring and a Place Card, all with decoupage embellishments.

The Cracker is a good size, bigger than most of the crackers you see for sale on the high street, (please see size details below). The cracker also doubles up as a novel Gift Box, if you prefer to use it in that way! Print out both sheets per table setting. If you don't want to make the cracker, then you can just print out the sheet which contains the Napkin Ring and the Place Card, which also includes the decoupage for these items. This sheet also contains the Cracker Decoupage which you could use on your other projects.

Finished UK Size when printed as Actual Size on A4 cardstock:

| Cracker | Height (standing upright) $-95 / 8 \mathrm{in} \times$ Width $21 / 4 \mathrm{in}$ <br> Circumference $-63 / 4$ in <br> Gift Portion Height (standing upright) $-51 / 4 \mathrm{in}$ <br>  <br> Height (standing upright) $-24.6 \mathrm{~cm} \times$ Width 5.8 cm <br> Circumference -17.1 cm <br> Gift Portion Height (standing upright) -13.5 cm |
| :--- | :--- |
| Cracker Gift Tag | Oval $2 \mathrm{in} \times 11 / 4 \mathrm{in}$ <br> Oval $5.1 \mathrm{~cm} \times 3.2 \mathrm{~cm}$ |
| Napkin Ring | Oval $21 / 2 \mathrm{in} \times 11 / 4 \mathrm{in}$ <br> Oval $6.4 \mathrm{~cm} \times 3.2 \mathrm{~cm}$ |
| Place Card | Height (standing upright) $-21 / 4 \mathrm{in} \times$ Width $31 / 4 \mathrm{in}$ <br> Height (standing upright) $-8.3 \mathrm{~cm} \times$ Width 5.7 cm |

## Materials Required:

For best results and vibrant colours, use 2 Sheets A4/Letter Size 270gsm Photo Paper. If you do decide to use smooth white Cardstock instead, 200 gsm will be the best weight to use. If you do decide to use Photo Paper and it doesn't allow you to write on it, there is a template provided in the kit, for the Place Card name, which should be cut from a plain cardstock, in a colour that coordinates with your chosen design.

Strong Double Sided Tape or Wet Glue
I do find that it's quicker to use double sided tape A normal double sided tape won't be strong enough, to hold the cracker and the napkin ring together, especially if the items you are putting in the cracker have a bit of weight to them, or the napkin or serviette that you are using is large in size, so for those reasons I do recommend that you use a strong double sided tape. In the UK these strong tapes have a Red or a Brown carrier tape. You will need a small amount of wet glue for the place card's first layer of decoupage.

3d Sticky Foam Pads, for the Cracker, Napkin Ring and Place Card Decoupage.

Ribbon
For the Cracker you will require Satin or Organza Ribbon $3 / 8 \mathrm{in}(10 \mathrm{~mm})$ wide and 2 pieces of $20 \mathrm{in}(51 \mathrm{~cm})$ long For the Gift Tag you will require Satin or Organza Ribbon $1 / 8 \mathrm{in}(3 \mathrm{~mm})$ wide and $61 / 2 \mathrm{in}(16.3 \mathrm{~cm})$ long

Cracker
If you are using the cracker as a conventional cracker you will need to purchase cracker snaps (these are the strips that make the bangs). I normally don't bother with these though, as I like to use my crackers as a gift box for small table presents, where each dinner party guest, has a token gift, that has been chosen specifically for them, (this is why I have included the gift tag so that you known which cracker belongs to which guest, when you are setting your table!)


Table Setting Mini Kit Red Poinsettias, is the design used in this tutorial

## Instructions: <br> Print

Print out the sheets on the cardstock (details of type, and weights of cardstock, are explained in the Materials Required section, above)


## Cut

Cut out all the pieces on the two printed sheets. Don't cut out the cut outs marked on the cracker piece just yet.


## Score and Fold Cracker

Score, Fold and Burnish, along the dotted lines (see Photo 1) It's best to do mountain folds on all folds initially, and then as shown in the photo 1 on the left, the Valley Folds, (these are the 2 folds, marked with ' $V$ '), will need to be folded back the other way.

If you are using the crackers as a conventional cracker you can miss out this step. If you are using the crackers for table presents I advise you to Reinforce on the underside of the Valley folds with a single sided tape (i.e. selloptape, scotch tape etc), on the wrong side of the cracker, to cover the fold line (see photo 2) Obviously this will reinforce the fold lines if you are using the cracker to hold a weighty gift (see photo 2 ) if you are using your crackers, as a conventional cracker, and you do reinforce the valley fold lines it will be difficult to pull the cracker, and probably won't break the single sided tape!


## Cracker Gift Tag

This step is optional. If you are going to add the gift tag to the cracker then you need to follow this step. Cut out the hole, (or punch, if you have a long reach punch or a punching tool which you hammer) which can be found on the cracker where marked by the arrow(see photo 1) I have kept it quite difficult to see the mark for this hole, so that if you decide not to add the gift tag, it won't be too noticeable!

Punch the holes on the gift tags I think it's easier to place the2 pieces of the gift tag wrong sides together making sure that the holes on each piece are lined up and punch the holes together. (see photo 2) As mentioned in the Materials Required section earlier you will need a piece of Satin or Organza Ribbon 1/8in (3mm) wide x 6 1/2in (16.3cm) long.

Fold the ribbon in half and with the two Gift Tag pieces wrong sides together and the punched holes aligned, thread through the folded edge of the ribbon making a loop and feed the ribbon ends back through the loop (see photo 3)
Pull the ends of the ribbon tight (see photo 4)

Apply double sided tape on the wrong side of the cracker either above or below the punched hole and remove the carrier tape.

Feed the tag ribbon ends through the hole in the cracker from the right side. Stick down the ends of the tag ribbon to secure (See Photo 5)

View of the tag from the right side.


## Cracker Assembly

Cut out all the white pieces marked with 'Cut Out' on the Cracker (photo 1)

## Top Tip

If you are using scissors rather than a craft knife, I find it's easier to cut across the short fold line first, (see photo 1 a , where the short fold line is marked in red) and then it's easier to get your scissors in, to cut out the rest of the diamond shape.

Attach strong double sided tape to the glue boxes. (Photo 1).

Remove the carrier tape from the cracker and placing the cracker on a flat surface, fold the glued strip over the strip at the other end and press down along the whole length. (Photo 2)

## Cracker Decoupage

Apply the 3d foam pads down the centre of the decoupage layer Cracker B so that it is only adhered to the front strip of the cracker. Add the rest of the Cracker decoupage on top, using 3d Foam pads

On the portions of the cracker that you would hold if you were pulling it apart, make sure that the cracker collapses down where the diamond shapes have been cut out. (Photo 4) This is where you will tie the ribbons. If you have purchased some cracker snaps, they will also need to be placed inside the length of the cracker at this stage.

As mentioned in the Materials Section, you will need two pieces of Satin or Organza Ribbon 3/8in ( 10 mm ) wide and $20 \mathrm{in}(51 \mathrm{~cm})$ long.

With the front of the cracker uppermost, wrap the ribbon around the cracker and tie a bow, cutting off the excess ribbon to the desired length. Before tying the second bow, you will need to fill the cracker with its contents. Place the contents in something like tissue paper, so that the contents don't spill out of the small holes at each end of the cracker. Obviously if you are selling your crackers as unfilled, tie both bows and the purchaser will need to untie one of them, to place their own contents into the cracker and then retie the bow.
(Photo 5)


## Napkin Ring

Apply 3d Foam pads to the decoupage, making sure that on the decoupage layer marked Napkin Ring B, that foam pads are NOT applied to the areas that protrude outside of the Oval. See Photo 1 left, where the shapes outside of the oval are highlighted in red N.B. This photo does not apply to this Red Poinsettias design, but there are some designs that it would apply to, which is why l've included it in the tutorial.

Build up the rest of the decoupage layers with 3d Foam Pads. Apply strong double sided tape to the glue box (Photo 2)

Remove the carrier tape. Attach the two ends of the oval ring together (photo 3)

The finished result is Oval rather than round (see Photos 4 \& 5)

Thread the napkin through the Oval Ring (Photo 5)


Place Card
Score and Fold along the dotted line (Mountain Fold) (Photo 1)

Stick the Place Card B and Place Card C which are mirror images of each other, wrong sides together, using wet glue, (Photo 2) Add wet glue to the Place Card just on top of the patterned design and add the layers previously stuck together, to it, making sure that you place it the correct way by matching the decoupage layer (C) to the design on the place card..

Build up the rest of the decoupage layers on top with 3d Foam.

Back View

Front View

If you have used photo paper to print your sheets on, it might not be possible to write your guest's names directly on to the photo paper. A template is supplied on sheet 2 , and this should be used to cut from ordinary cardstock, in a colour that coordinates with the design. You can also use the template If you want to type out your guest's names. Type out and print the names so that they are spaced out on an A4/Letter sized sheet. Place the template on top making sure that the name is central, and draw around it, and cut out. Using double sided tape or a wet glue attach to the front left side of the place card as shown left, in Photo 5.


Table Setting Mini Kit Red Poinsettias, the final result!

Here follow the other designs available in my Table Setting Mini Kit collection.


Table Setting Mini Kits



## Table Setting Mini Kits

The collection currently is aimed at Christmas occasions but I will be uploading a New Years Eve Table Setting Mini Kit shortly, and also Table Settings suitable for Dinner Parties at any time of the year, so please check my store regularly to see the full range.

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Here follows a selection from my other collections that you may like to see, which are available to purchase exclusively from CraftsUPrint Please click on the links below each of the collection previews, and you will be taken to the relevant areas in my store.
To see all the designs available in my store, please click on the following link:
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A few of my other design collections follow, which are available exclusively from my store at CraftsUPrint
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Briefcase Gift Boxes


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Handbag Gift Boxes


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## Handbag Gift Boxes



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## Handbag Gift Boxes



Handbag Gift Boxes


## Handbag Gift Boxes



Handbag Gift Boxes


## Floral Surprise Card Kits



Floral Surprise Card Kits


## Floral Surprise Card Kits



Plate Card Kits


## Plate Card Kits



Plate Card Kits


Plate Card Kits


Plate Card Kits


Plate Card Kits



3d Room with a View Kits


## Acetate Window Card Kits



8in x 8in Easel Card Kits


Gift Card Money Envelope Kits


Gift Card Money Envelope Kits


Gift Card Money Envelope Kits


Gift Card Money Envelope Kits


## 3d Card Twin Table Kits



## Designer Resources

My Designer Resources are licensed to use as Commercial Use for Commercial Use (CU4CU), and can be used in your own graphics programs that can import files in .png format, such as Serif Craft Artist Professional / Serif Craft Artist 2 Professional, which I know is popular with UK Crafters at the moment. My Designer Resource files can be used in exactly the same way as you would use the Serif DigiKits within Craft Artist Professional / Craft Artist 2 Professional.


## Designer Resources

My designs are available to purchase, exclusively from CraftsUPrint Please do not share. Look out for more new concepts coming soon!
http://www.craftsuprint.com/sue-douglas/

