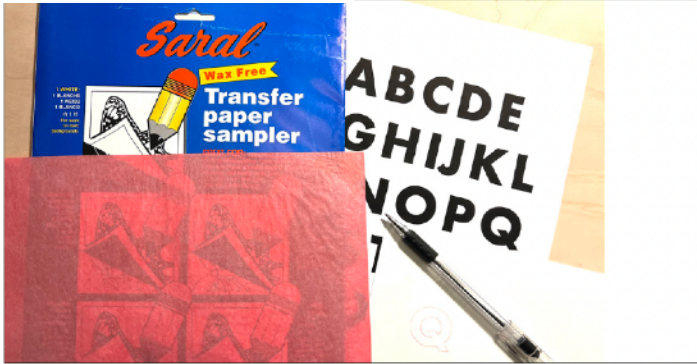
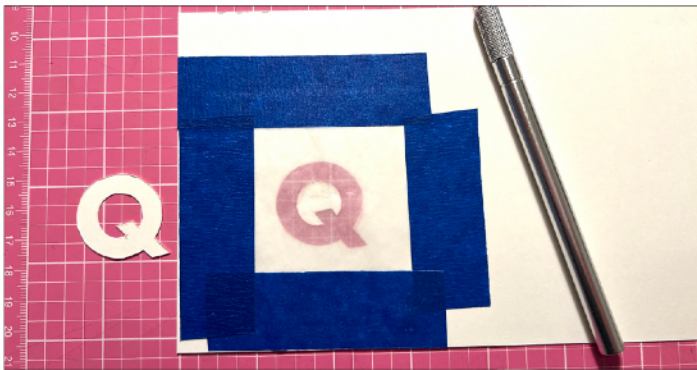


# EMBOSSING HOWTO



1. We are going to start with just a simple alphabet. Transfer the letter onto the piece of 2 ply Bristol using Saral paper of graphite paper and a sharp pencil or pen
2. Cut out the counter of the letter you have chosen, Then cut out the inside. If needed label the side that is facing you "up". Do not remove any parts of the letter yet.



3. If you have a letter that has any separated parts (like the middle of the "O") place a piece or two of double stick tape on the part that is "up". Reggie taught us to use glue stick, but I am impatient and the permanent double stick tape seems to work just fine.

4. Place the piece of glassine over the letter, tape in place using the painters tape.
5. Flip the entire project over (your letter will be backwards).



6. Remove the body of your letter.
7. Tape the paper you want the embossed letter onto, on top of the backwards template. Be sure to look at both sides of the paper because they can be different and choose which side you want to be "up" on your finished piece. Place that side towards the template.



8. At this point place the sandwich of the glassine, bristol board template and the "nice" piece of paper on a light box or a window, nice paper towards you, so you can see where the edge of the cut out letter is. Using the ball burnisher or the spoon tipped burnisher press along the edge of the template. Press firmly so you can get a defined edge. Hints- Don't let any of the layers shift. That can ruin your spacing and the crispness of the letters.
9. Try not to go off the edge, but if you do it will be okay!