



4-H

Scrapbooking



NDSU EXTENSION
SERVICE

North Dakota State University, Fargo, ND



Scrapbooking is a method of preserving memories that uses photographs, journaling, memorabilia and embellishments to create a layout that can be added to an album. An album can be a method of preserving the past to share with generations to come.

Scrapbooking is an excellent way to record and preserve your memories and can be incorporated into many 4-H projects. It allows you to save your memories in an organized and creative way. It also can be used as a portfolio to showcase, highlight and preserve experiences as a 4-H member, or in school or church activities and other community involvement.

Originally compiled by Greshen Clegg and edited by Paula Bearson and Sharlene Woffinden.

Permission to use received from University of Idaho, Caribou County Cooperative Extension Service.

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Reviewed and activities added by Cheryl Newberry, District 4-H Program Specialist, Oklahoma Cooperative Extension Service, 2014.

Resources

Simple Scrapbooks Magazine, *A Simple Guide to Designing Scrapbooks*, Primedia Inc., www.simplescrapbooksmag.com

Simple Scrapbooks, *A Simple Guide to Scrapbooking with Color*, Primedia Inc., www.simplescrapbooksmag.com

Additional Ideas and Web Resources

Archiver's Online – www.archiversonline.com – Scrapbooking ideas and articles.

Creative Memories – www.creativememories.com – Layout ideas, tips on photography, journaling and album ideas.

DIY Network – www.diynetwork.com – From this site search for scrapbooking. Includes free templates to download; information on photography, journaling, layouts, crops and organization.

Free Scrapbooking Ideas – www.free-scrapbooking-ideas.com – Layout ideas and articles.

Scrapbooking 101 – www.scrapbooking101.net – Basic information, layout ideas, scrapbooking terms with definitions, lots of scrapbooking ideas for the beginner and more advanced scrapbooker.

Scrapbooking Your Memories – www.scrapbooking-your-memories.com – Basics of scrapbooking, tips on photography, layout ideas and many other suggestions.

Creative Scrapbooking – www.creativescrapbooking.com – Layout and album ideas, photography tips.

Suggestions for Completing 4-H Scrapbooking Project

- Complete all six lessons.
- Set at least **one** goal that you want to achieve in scrapbooking.
- Give an oral presentation (demonstration, speech or illustrated talk) related to this project.
- Complete county 4-H project record requirements.



Exhibit Guidelines

- Album size should be no smaller than 8 1/2 x 11 inches and no larger than 12 x 12 inches.
- Album must be made by the 4-H member and should include the required number of pages. See fair requirements for details on number of pages per age division.
- Pages are exhibited between a front and back cover.
- Pages are exhibited in plastic protectors.
- Pages should follow a theme or be in chronological order.
- All photos should be labeled and journaling should be appropriate for the page.
- Use photo-safe products to create the album.
- For more details, check the 4-H Scrapbook Project Scorecard on the back of this publication.

Basic Supply List

Scrapbooking requires some basic supplies to get started. Items can be purchased at a craft store, chain department store, or scrapbook store.

- Sharp point paper scissors
- Paper trimmer
- Scrapbook adhesive (glue sticks, tape runner, adhesive squares, etc.)
- Ruler
- Acid free pens (for journaling)
- A variety of acid free scrapbooking paper in solids and patterns

As your interest in scrapbooking grows and you become more comfortable in trying new equipment, consider these items to add to your supply list.

- Decorative edge scissors
- Plastic templates and cutter for cutting shapes
- Paper punches
- Die cut shapes
- Embellishments such as ribbon, buttons, stickers, and more
- Stamps and stamp inks

Lesson 1

What You Need

Carefully select your scrapbooking tools. These are the basics of what you will be using for all of your scrapbooking.

Albums

Choosing one can be a critical decision. Do you want to add pages through the years or just highlight a one-time event? Do you want oversized pages that offer more space for photos and journaling, or are you more comfortable with smaller pages? Your answers will help you determine which style is right for you.

❖ **Size** – The size of your scrapbook is a matter of personal preference, but you will want to consider the availability of supplies, as well as how many pictures you want to fit on each page, when you make your choice. Theme albums frequently lend themselves to smaller-sized books.

- 6-by-6, 7-by-7 and 8-by-8-inch albums have small pages that will hold one or two

pictures to a page. This size can be great for a theme album or brag book to tote around.

- 8½-by-11-inch albums are the size of a notebook. This size allows you to put three to five pictures to a page. You usually can find supplies for this size.

- 12-by-12 allows you to hold more photos than the other albums. Getting supplies for this size usually is easy. However, it might be harder to fit on a bookshelf because of the size.

❖ **Three-ring** – These have rings that snap apart for easy page insertion and removal.

❖ **Spiral-bound** – These wire-bound albums have permanently attached pages. They are ideal for one-topic or themed scrapbooks.

❖ **Strap Style** – These use plastic straps that thread through staples, which will allow the pages to lie completely flat when the album is opened.

❖ **Post-bound** – These use a set of threaded bolts to bind pages together. They offer the flexibility to add or rearrange pages.

Page protectors

Page protectors are clear, acid-free plastic sleeves that slip over completed pages to keep them clean and looking their best. The strap style has its own design. The same protector usually fits the three-ring and post-bound binders.



Paper

Colored paper enhances pages without much effort. The paper is sold as single sheets or in multisheet packages. Paper comes in many colors, textures and designs.

- ❖ **Patterned papers** are used to create themed pages or interesting backgrounds. Layering the papers can add impact to your journaling areas.
- ❖ **Card stock** is solid-colored, sturdy paper. It has many uses and comes in a variety of colors and textures. Card stock can be used for backgrounds, die cuts, tearing, paper piecing and punched embellishments.
- ❖ **Specialty paper** is a category that commonly includes vellum (slightly translucent paper), embossed (raised) card stock, handmade paper and metallic-finish paper. Use them to create special effects.

Adhesives

Choose adhesives that are scrapbook-safe. They come in a variety of forms, from aerosol sprays and liquid pens to peel-and-stick tabs. Many can be used either for permanent or temporary bonds.

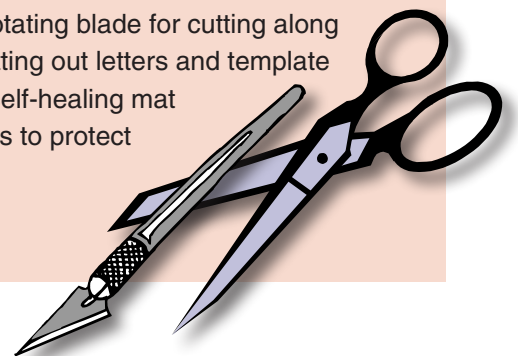
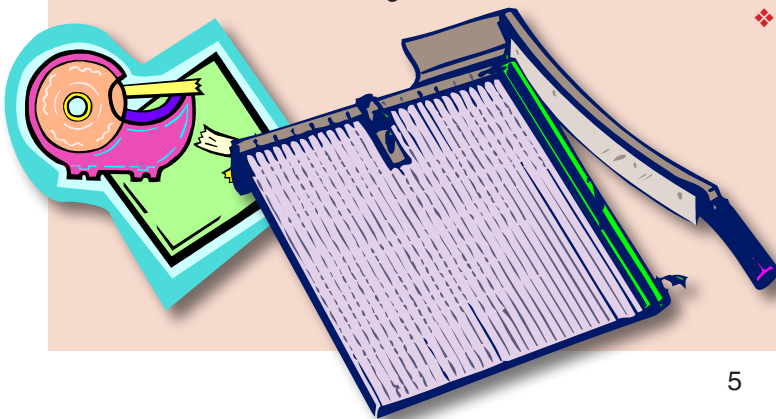
- ❖ **Double-sided tape, dots and tabs** – Double-sided adhesives are an easy way to adhere items to a page. The tape works best for adhering photos to mats or large elements to background papers. Dots are good for adhering small items to layouts. White and transparent tabs, which come in rolls and refillable dispensers, are great for securing both small and large items.

- ❖ **Photo corners** – Today's photo corners with peel-away or lick-and-stick backings are available in many colors. They offer flexibility in that the corners, not the photo, are attached to the layout.
- ❖ **Liquid adhesives** – They come in handy when attaching small embellishments. Liquid adhesive is available in a bottle, stick, pen or wand applicator. Because the consistency varies and wrinkles may result, experiment on different types of paper before applying to your layout.

Cutting tools

Cutting tools are essential to scrapbooking, and reliable tools are a good investment.

- ❖ **Straight-edge scissors** are good for cutting paper or freehand photo cropping. Use small scissors for detail work, such as cutting out embellishments or photo silhouettes.
- ❖ **Decorative-edge scissors** make creating fun or dressy edges easy. Use the scissors on paper and for cropping photos.
- ❖ **Paper trimmers** come in handy for making square cuts and straight edges. Small, lightweight trimmers are a nice option if you plan to take your scrapbooking with you or you are short on storage space. Larger trimmers are capable of handling oversized sheets of paper and card stock.
- ❖ **Circle and oval cutters** are adjustable tools that can make circles and ovals of various sizes. Use them to crop photos, create mats and embellish pages. Use them with a self-healing mat to protect tabletops.
- ❖ **Craft and swivel knives** are used when you need to make small or intricate cuts. Swivel knives have a rotating blade for cutting along curves or for cutting out letters and template shapes. Use a self-healing mat with these knives to protect tabletops.



Writing tools

Seeing “acid-free” on a pen is not enough. Scrapbook-safe pens are fade-resistant, permanent, waterproof and odorless when dry. They also won’t smear or bleed. Although any pen that meets these criteria can be used, most scrapbookers choose from the types of tools listed below.

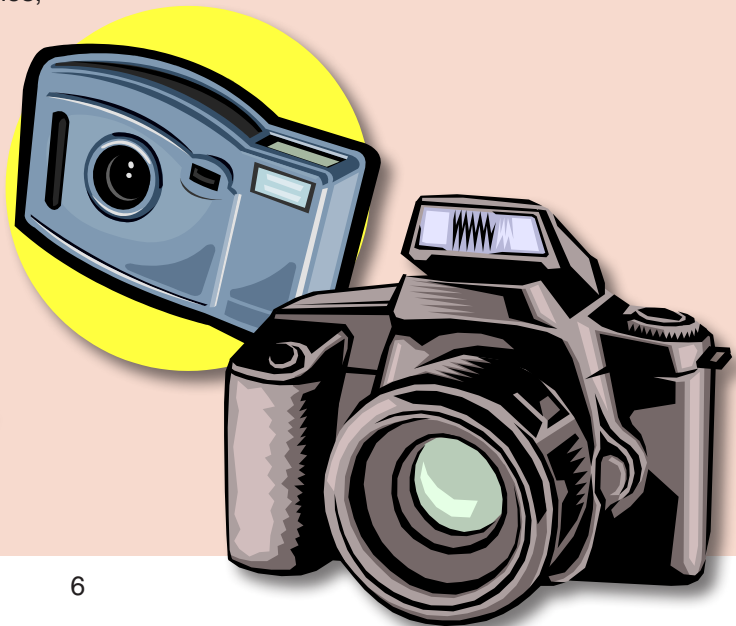
- ❖ **Felt-tip markers** come in several different tip styles.
 - Monoline pens, which have tips that range from very fine to thick, can create smooth lines for basic lettering, captions, borders, illustrations and line art.
 - Chisel-point markers produce distinctive decorative lettering and designs.
 - A notched-tip scroll-point marker produces a double line with just a single stroke, allowing you to create fun borders or make basic block letters.
 - Brush-point markers have a paintbrush-style tip and mainly are used for filling in shapes and letters.
- ❖ **Gel pens** are medium-line pens that are perfect for journaling or outlining letters and embellishments, and come in a variety of colors.
- ❖ **Colored pencils** are used for shading and adding highlights to lettering and embellishments. To soften and smooth lines, use a blender, which is a clear, colorless pencil or pen.



Photos

The reason for scrapbooking starts the moment you pick up your camera. After all, the photos you take will become the heart of your scrapbook. Having your photos in an organized manner will help in preparing for your layouts.

- ❖ **Visualize the end from the beginning** by deciding what types of albums you want to compile. Are you working on a family book or creating a book on you? Do you have an album just for holidays, vacations and family reunions? This is an important first step because it determines how you sort your photos.
- ❖ **Sort it and store it.** Begin by simply taking a stack of photos and sorting by person or event, depending on the albums you’re putting together. Once you have sorted your pictures, write the names of people in the photo and the date (at least the year) on the back of your photos. **Use a photo pencil.** Storing your photos and negatives is the most important step. You do not want to store them in extreme temperatures or in places that are moist. This can result in rapid aging of your photos and negatives. Store them in acid-free products and in a place that stays at a moderate temperature. If available, store precious negatives and papers in a safe deposit box.



Scrapbooking Lingo

Get to know some of the terms and talk of scrapbooking.

Acid-free – Acid-free products have a pH (acidity) factor of 7 or above. Acid will discolor and fade photos, and destroy almost anything else with which it comes in contact.

Acid migration – The transfer of acid from an acidic material to a less acidic material or pH-neutral material. Remember, acid always migrates to neutral; never does neutral migrate to acid. Acid migration may occur directly, when two materials are in intimate contact.

Archival quality – Materials with this label have undergone laboratory tests to determine that their acidic and buffered content is within safe levels.

Buffered – Even acid-free paper may become acidic through time when exposed to acidic memorabilia. Buffered paper is less likely to become acidic.

Crop – Trimming unwanted backgrounds from a photo.

Dye ink – A thin, fast-drying, water-based ink. Not generally considered archival unless specifically stated.

Embellishment – Any item used to enhance or add decoration to a scrapbook page, including stickers, die cuts, borders, charms, tags, fibers, buttons.

Layout – The arrangement of a photo or photos and design elements that go together. A layout can consist of one, two or more scrapbook pages.

Light-fast – The speed at which a pigment or colored paper fades in sunlight.

Lignin-free – Lignin causes paper to yellow when exposed to ultraviolet light. Most paper, other than newsprint, is lignin-free. (Some construction paper is lignin-free.)

Matting – Placing a piece of paper behind a photograph to emphasize it or act as a buffer between the photo and the page.

Nonbleeding – The ink or paper will not bleed onto the rest of the paper when water is added.

Permanent ink – A water-proof, fade-proof, nonbleeding ink.

pH balance – pH is a scale to determine acidic and alkaline levels. The scale spans from 0 (more acidic) to 14 (more alkaline). The desirable level for scrapbooking products is to be on the balance or neutral.

Photo-safe – This term is similar to archival quality but more specific to the materials used with photographs.

Pigment ink – Thick, opaque, water-based ink. Very slow drying. Pigment inks keep their color longer than dyes.



Activity 1.1

Experimenting with Cutting Tools

Supplies

- ❖ Variety of scrapbook paper
- ❖ Variety of cutting tools such as: paper trimmer, straight edge scissors, decorative edge scissors, circle and/or oval cutter, craft and swivel knives
- ❖ Rulers
- ❖ Shape templates
- ❖ Pencils or pens
- ❖ Scrapbook adhesives or glue sticks
- ❖ White cardstock paper -- 3 hole punch

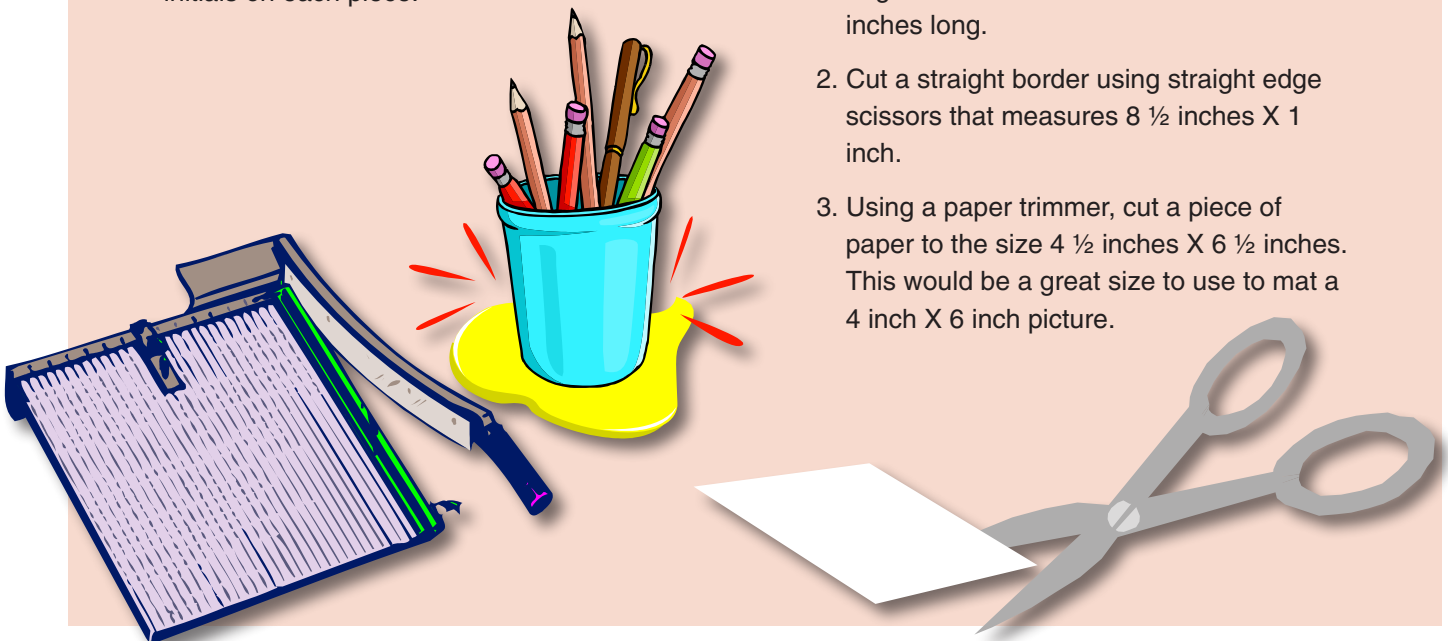
Instructions for Leader: If you are conducting this activity with a group, provide a variety of cutting tools for youth to experiment with and learn how to use. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece.

Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

If you have a larger group, set up stations for each task with the equipment needed for that task. Have youth rotate through each station to complete the activity.

Instructions for Youth: Learning how to use different cutting tools is important to creating attractive scrapbook pages. Using a variety of tools, create the following items and glue them on white cardstock that is 3 hole punched and place them in your sample notebook. Label each sample with the cutting tool used to create each one. If you don't have the tools at home, visit a local scrapbook store and use the tools in their work room or ask a friend or neighbor who does scrapbooking to assist you with the activity.

1. Cut a decorative border with decorative edge scissors that is 2 inches wide X 11 inches long.
2. Cut a straight border using straight edge scissors that measures 8 ½ inches X 1 inch.
3. Using a paper trimmer, cut a piece of paper to the size 4 ½ inches X 6 ½ inches. This would be a great size to use to mat a 4 inch X 6 inch picture.



4. Use a circle or oval cutter to cut one of those shapes. You can select what size you want to use for your shape.
5. Use a circle or oval cutter to cut one of those shapes. Trim the edge of the shape with decorative edge scissors to give it a unique edge.
6. Trace a shape on scrapbook paper using a shape template and a pencil/pen. Cut out the shape using straight edge scissors.
7. Use a craft or swivel knife to cut a shape using a circle or oval cutter or a shape template.
8. Cut a 3 inch X 3 Inch square. You choose the method you will use to create the shape.



Activity 1.2

Tools of the Trade Crossword Puzzle

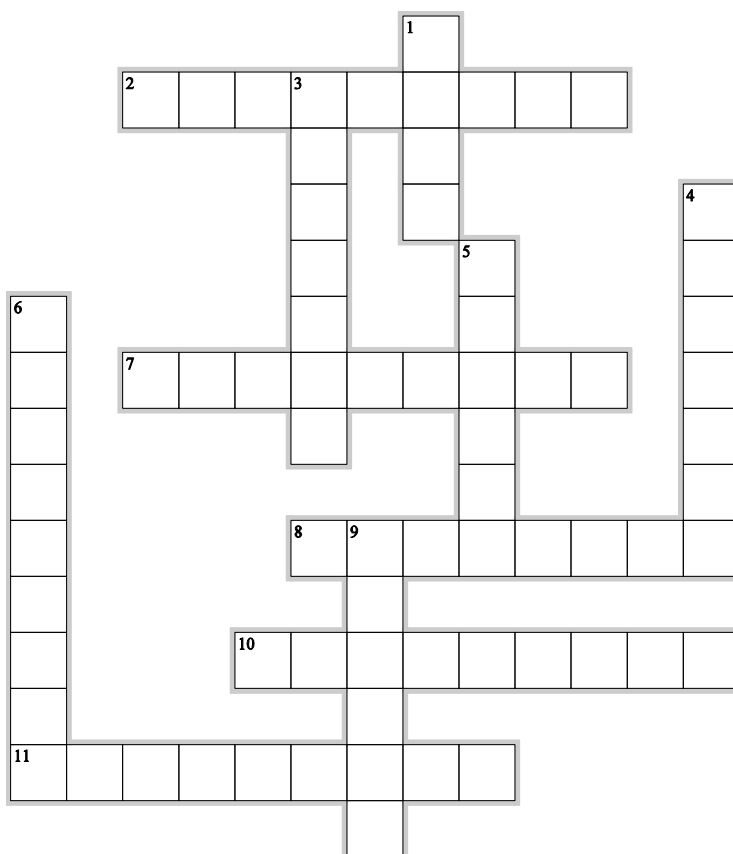
Supplies:

- ❖ Tools Of the Trade Crossword Puzzle
- ❖ Tools Of the Trade Crossword Puzzle Answer Key
- ❖ Pencils or Pens

This puzzle will test the participant's knowledge of tools that are used in scrapbooking. Provide a copy of the Tools of the Trade Crossword Puzzle and allow time for youth to complete. If participants are younger, consider listing the terms used in the puzzle on a flipchart paper or chalkboard to help them with matching the terms to the clues. An answer key is provided.



Tools of the Trade Crossword Puzzle



EclipseCrossword.com

Across

2. This album uses bolts to hold it together (2 words).
7. This album has rings that allow you to add more pages easily (2 words).
8. These may be decorative or straight edge.
10. This paper is a solid color, is thicker and comes in several sizes, textures, and colors (2 words).
11. _____ paper may come in the form of vellum, embossed or metallic.

Down

1. Glue _____ are used to give an element dimension on the page.
3. A paper _____ is used to cut paper down into smaller sizes or trim photos.
4. Photo _____ are used to hold a picture in place.
5. Craft or swivel _____ help to cut small or intricate pieces.
6. These can come in the form of liquid, sticks, wands, pens, or double-sided.
9. _____ or oval cutters are used to crop pictures, create mats, or embellish a page.

Tools of the Trade Crossword Puzzle



EclipseCrossword.com

Across

- POST BOUND**—This album uses bolts to hold it together (2 words).
- THREE RING**—This album has rings that allow you to add more pages easily (2 words).
- SCISSORS**—These may be decorative or straight edge.
- CARD STOCK**—This paper is a solid color, is thicker and comes in several sizes, textures, and colors (2 words).
- SPECIALTY**—_____ paper may come in the form of vellum, embossed or metallic.

Down

- DOTS**—Glue _____ are used to give an element dimension on the page.
- TRIMMER**—A paper _____ is used to cut paper down into smaller sizes or trim photos.
- CORNERS**—Photo _____ are used to hold a picture in place.
- KNIVES**—Craft or swivel _____ help to cut small or intricate pieces.
- ADHESIVES**—These can come in the form of liquid, sticks, wands, pens, or double-sided.
- CIRCLE**—_____ or oval cutters are used to crop pictures, create mats, or embellish a page.

Lesson 2

Designing a Page

1. Sort through your photos and select a theme. Five to 10 photos fit on a two-page spread and three to five photos fit on a single page. Keep in mind that you don't have to scrapbook every photograph; only select the best photos to highlight the event, feeling or moment you want to convey.

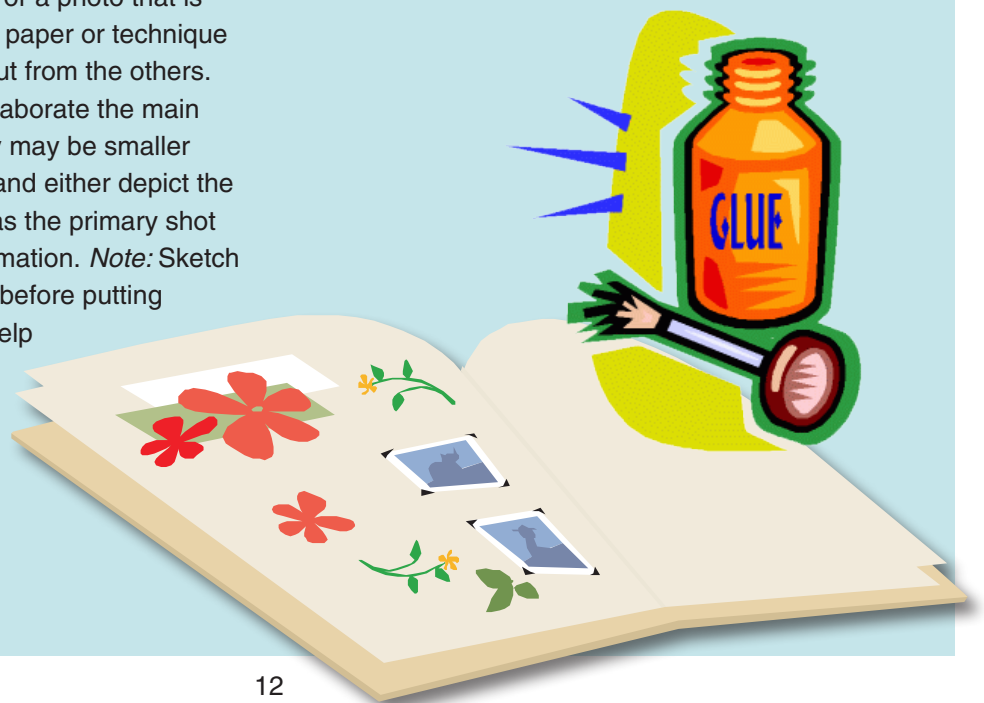
2. Create a title. A title sets the mood for the entire layout. Take some time to come up with a catchy phrase. You may even think of a title first, and then gather photos to fit that theme. Keep it simple.

3. Keep a focal point. The focal point is the primary image or area on the page. It's where the eye looks first. It may be a centrally located photo, a photo that is larger than the others on a page, a unique or exceptional photo, or a photo that is matted with a special paper or technique that makes it stand out from the others. Supporting images elaborate the main photo or theme. They may be smaller than the main photo and either depict the same scene or time as the primary shot or provide extra information. *Note:* Sketch your layout on paper before putting it together. This will help you save some time.

4. Create balance. Large, bright and busy photos feel heavier than their counterparts. Place your selected photos on the page and move them around until the page is balanced so no one area overpowers the others. If you are creating a two-page layout, make sure the pages don't appear lopsided. They need to flow into each other.

Formal Balance – Layout is the same if divided in half. Each half would have the same element.

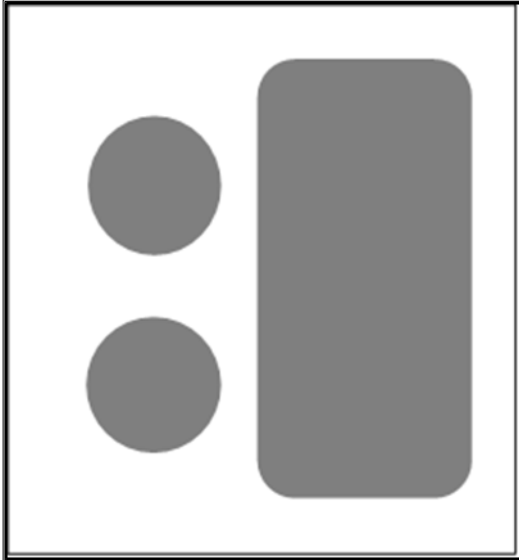
Informal Balance – Layout is not the same but the different elements balance each other. *Example:* One large element with three smaller ones.



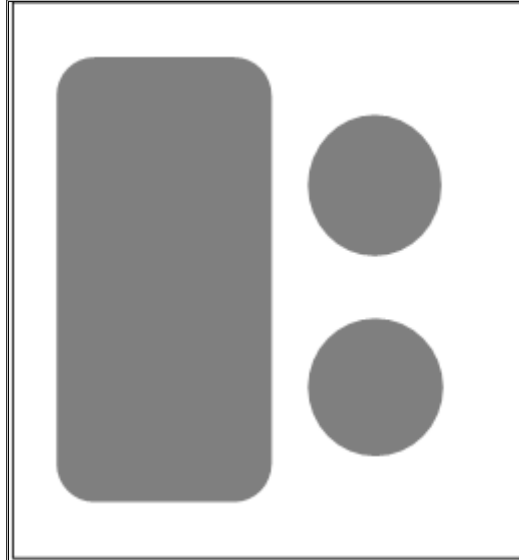
Balance Examples

Formal Balance

page 1

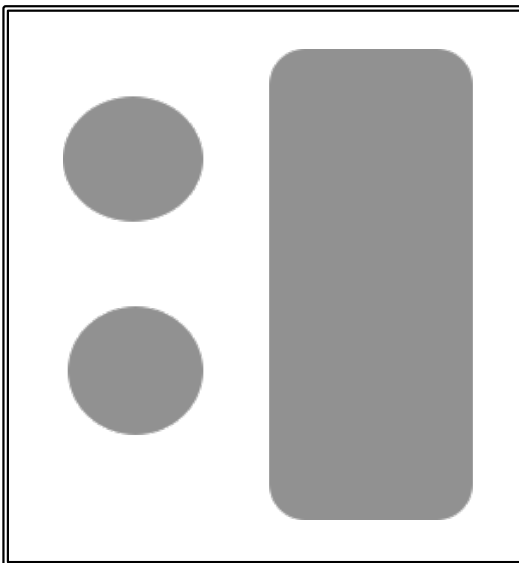


page 2

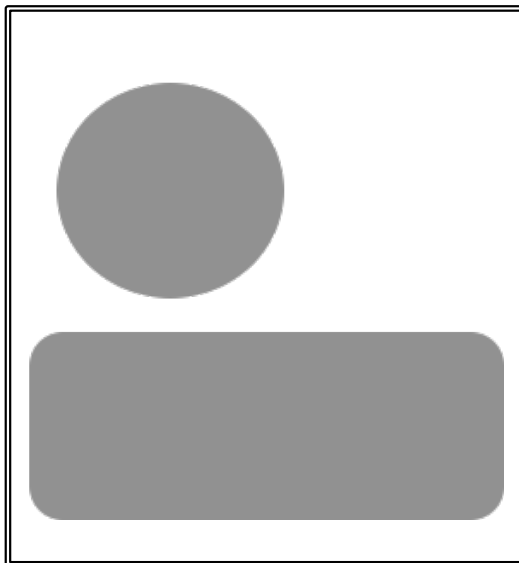


Informal Balance

page 1



page 2



Activity 2.1

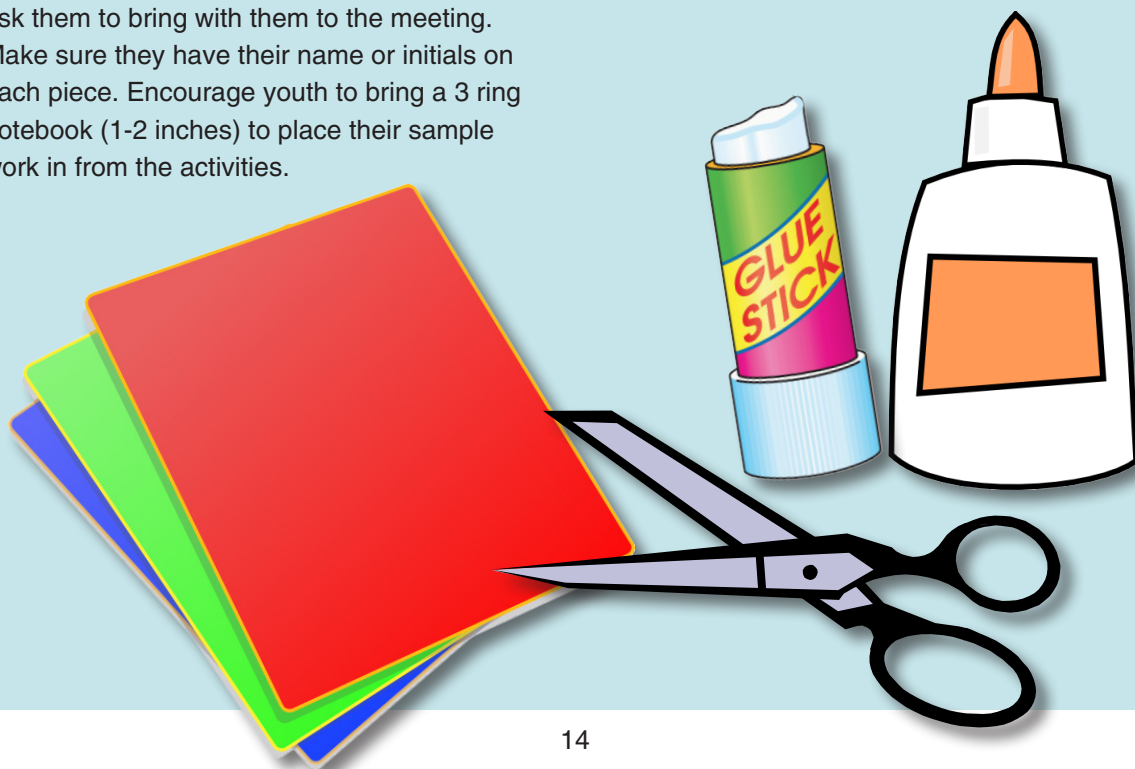
Experimenting with Layouts

Supplies

- ❖ Paper trimmer
- ❖ Straight edge scissors
- ❖ Scrapbook adhesives or glue sticks
- ❖ White card stock paper – 8 ½ inch X 11 inch
- ❖ Variety of colored card stock paper – 8 ½ inch X 11 inch
- ❖ Experimenting with Layouts – Design 1 handout
- ❖ Experimenting with Layouts – Design 2 handout
- ❖ 3 hole punch

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1-2 inches) to place their sample work in from the activities.

Instructions for Youth: There are many ways in which the same photos can be arranged on a layout. Cut out both sets of the “Experimenting with Layouts” handout. Create two different one page layouts on 8 ½ inch X 11 inch card stock, using one set of shapes on each layout. You may use colored card stock to design your layouts on. Once you have settled on your two layouts, glue the pieces to the card stock and place your samples in your notebook.



Activity 2.2

Formal vs. Informal Balance

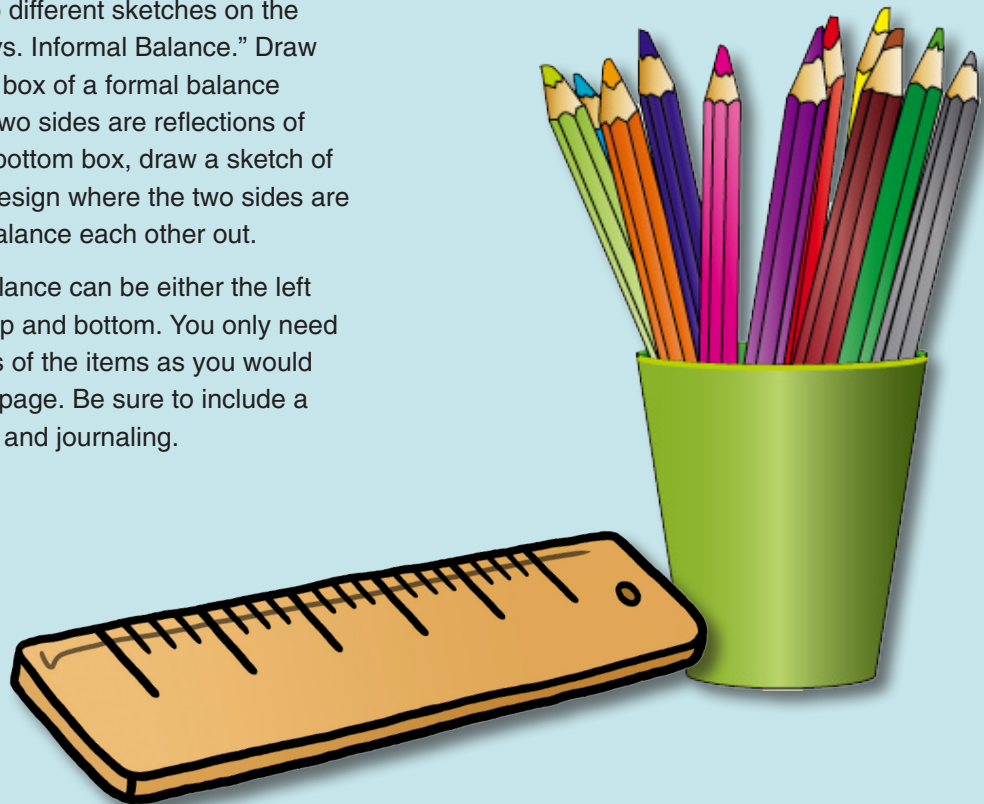
Supplies

- ❖ Pencil or colored pencils
- ❖ Ruler
- ❖ Formal vs. Informal Balance Worksheet

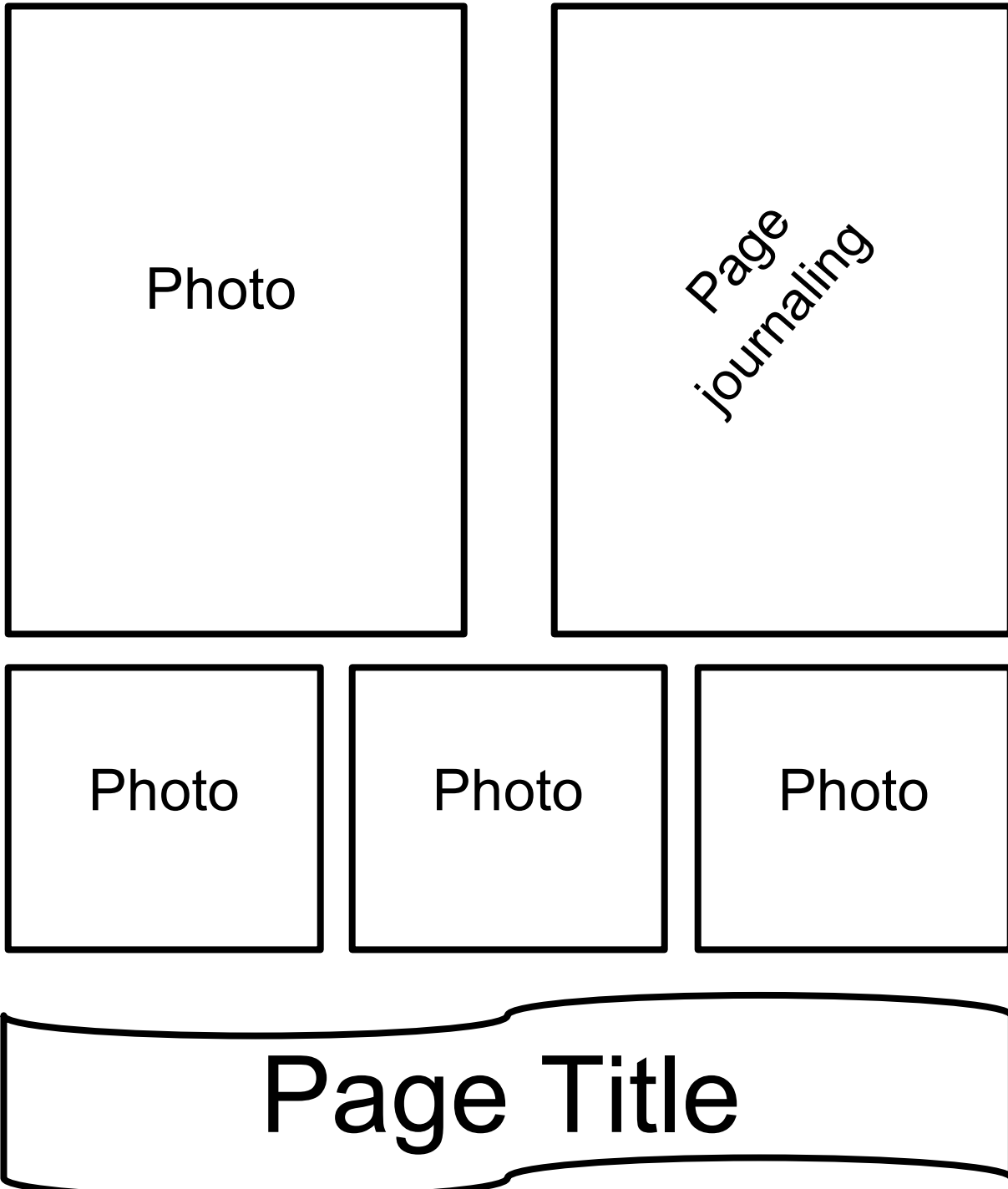
Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Using your creativity, you will design two different sketches on the handout, "Formal vs. Informal Balance." Draw a sketch in the top box of a formal balance design where the two sides are reflections of each other. In the bottom box, draw a sketch of informal balance design where the two sides are different, yet still balance each other out.

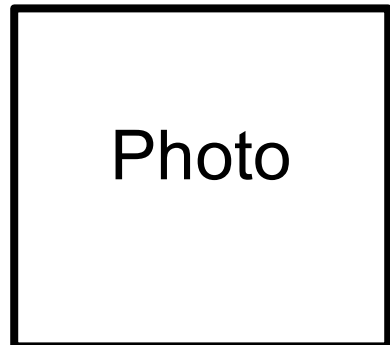
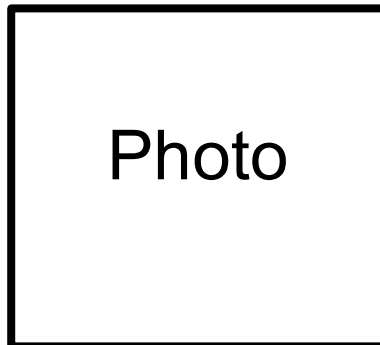
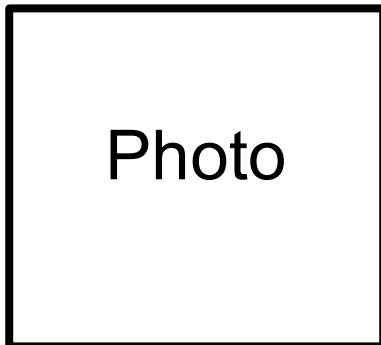
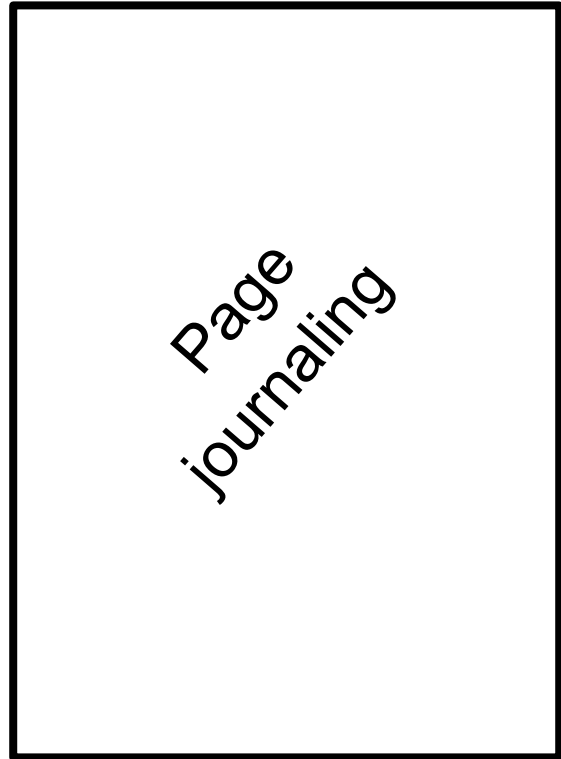
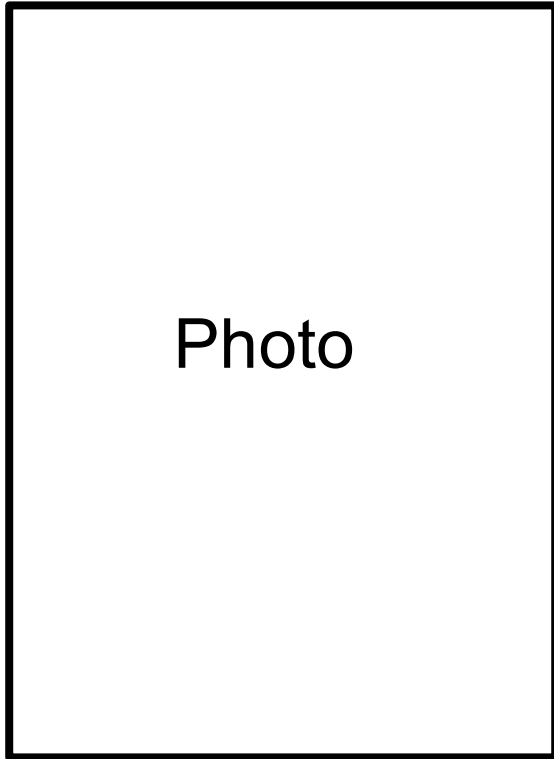
Remember, the balance can be either the left and right side or top and bottom. You only need to draw the shapes of the items as you would place them on the page. Be sure to include a space for your title and journaling.



Experimenting with Layouts – Design 1



Experimenting with Layouts – Design 2



Lesson 3

Learning Color Basics

Color sets the mood, provides balance and illuminates the photos on your page. Choose colors for background, mats and accents that convey the feelings of the photos and the events they record. With color, less is sometimes more. Too much color can be a distraction.

- ❖ Use color from your photos. An easy way to make sure the colors on your layout enhance your photographs is to use cardstock or paper in shades that match the colors in your photographs. Select which colors to use by deciding which items or people in the photos you'd like to highlight. If you're working with several photographs with different color schemes, draw the colors from your focal-point photograph.
- ❖ A monochromatic color scheme uses shades, tints or tones of one color to add interest to a layout. This can help emphasize or bring out portions of a photo. If you are having a hard time picking out a color scheme for your layout, start with a monochromatic scheme.
- ❖ Choosing colors for a layout can be overwhelming. Choose a color that will reinforce a mood or feeling. Ask yourself what kind of feeling or mood do you want to capture. "Cool" colors—blues and greens—are calm and relaxing colors, and "warm" colors—reds, oranges, and yellows—are energetic and exciting.
- ❖ Many colors are associated with holidays and special occasions. Oftentimes they automatically are used in layouts. Try to use other colors of the season or holiday. Bring out some of the colors in the photos and express the theme through your journaling and other accents to put on your layout.
- ❖ Patterned paper and other textured paper also can portray a theme or event. Ask yourself if the patterned paper fits the mood and the feeling you're trying to portray. When using patterned paper, make sure it doesn't take away from your photo. Place a solid color between the photo and the patterned paper to separate it from the background.



Activity 3.1

Color Experiences

Supplies

- ❖ Variety of solid scrapbook paper in varying colors, tints and shades
- ❖ Scissors or paper trimmer
- ❖ Ruler
- ❖ Glue or adhesive

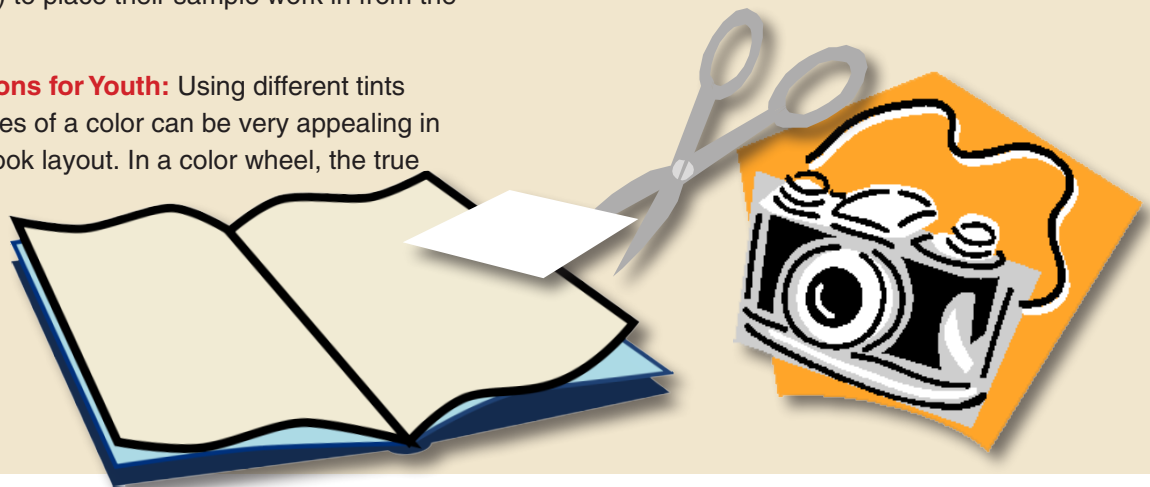
Instructions for Leader: Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. Make sure that you have scrapbook paper that represents tints and shades for this activity. This activity would be great to conduct at a scrapbook store where there is a cropping room. Take a tour of the store and showcase the multitude of colors of card stock that are available, showing examples of tints, tones and shades. Work with the store to utilize their stash of card stock scraps for the activity.

If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Using different tints and shades of a color can be very appealing in a scrapbook layout. In a color wheel, the true

color is also called a **hue**. **Tint** refers to a color which has white mixed with it to make the color lighter. **Shade** has the color with black mixed with it to make the color darker. The amount of tint or shade will change the color from the very light to the very dark, depending on how much white or black is added to the hue. This is called **saturation**. The term, **tone**, refers to mixing a color with grey. This gives a result that is darker than the original color but lighter than a shade. This color wheel shows an example of the hue, tint, tone and shade.

Using the scraps of solid card stock paper, choose three true colors (i.e. red, blue, green, yellow, orange, purple) and cut a 2 inch X 2 inch square. Glue those three samples in the center boxes on the "Color Experiences" handout. Search through the solid card stock and find a tint of each color and a shade of each color. Cut a 2 inch X 2 inch square of each and glue in the appropriate boxes on the handout.



Activity 3.2

Creating the Color Wheel

Supplies

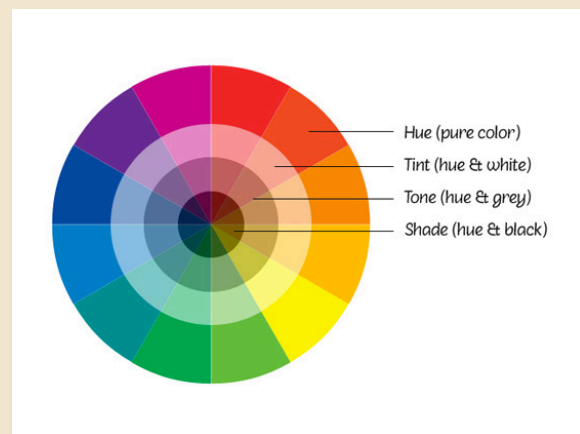
- ❖ Newspaper or plastic table cloths
- ❖ Color Wheel Handout – Copy one per participant on white card stock and laminate. If unable to laminate, use clear plastic page protectors.
- ❖ Red, blue and yellow food coloring
- ❖ Small cups
- ❖ Water
- ❖ Eye dropper
- ❖ Tooth picks
- ❖ Paper Towels – full sheets, not half sheets
- ❖ White card stock – 3 hole punch
- ❖ Clear tape

Instructions for Leader: Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. This activity will be a little messy, so have plenty of paper towels on hand. Cover the tables with newspaper or plastic table cloths in case of spills. When the activity is completed and the paper towel with the color wheel has dried, trim the paper towel down so that it will fit on the page and tape the paper towel to a piece of card stock. Place in the participant's sample notebook (it might work best to place the page in a 8 ½ inch X 11 inch page protector). Also include the Color Wheel handout in the notebook to remind them of the ratio of primary colors that are used to make secondary and tertiary colors.

Instructions for Youth: This activity is a fun one to learn how primary colors are mixed to create secondary and tertiary colors. **Secondary colors** are created when two primary colors are combined. For example, combining equal parts red and yellow will make the color orange. **Tertiary colors** are created when combining more of one primary color with another primary color. For example, to make red orange, three parts red and one part yellow are combined.

Before you begin, make sure that you have covered your work space with newspaper or a plastic table cloth so that if a spill happens, the table doesn't get damaged.

This activity works best when the Color Wheel handout is copied on white card stock in color and laminated. If this is not an option, copy on white card stock or plain paper and then place in a 8 ½ inch X 11 inch clear sheet protector. Tape the page to the table securely on all four sides. This will keep both from moving during the activity.



Activity 3.2 cont'd

The food coloring will need to be diluted. Fill three cups with about $\frac{1}{4}$ cup of water in a cup. Add about 10 drops of one food coloring to each cup. Do not mix the colors in the cups! There should be a red cup, a blue cup and a yellow cup.

You also will need an eye dropper. If you use the same one for all three cups, have an extra cup of clean water that you can use to rinse out the eye dropper before using a different color.

The next step is to use the eye dropper and place drops of the food coloring on the Color Wheel handout. Each circle has the number of drops and colors needed to create each color. After placing the drops on a circle, use the tooth pick to mix the colors together. Continue placing the drops and mixing until all circles are completed.

Next, take a full paper towel and hold it flat directly above the color wheel. Gently lay the paper towel down on the color wheel and allow the puddles of water to absorb. When fully absorbed, lift the paper towel off of the handout, and now you have a color wheel!

Lay the paper towel flat to dry. Once it is dry, trim the paper towel so that it will fit in on the card stock and tape it down. Be sure to put your new color wheel and the Color Wheel handout in your sample notebook so you can remember how to mix colors to create secondary and tertiary colors!

Web Connections: The Artist's Toolkit is an online interactive website where you can learn and practice more about color. Click on the link below and then complete the activities in the "Color" section. The activities include: Primary & Secondary, Warm & Cool, Complementary, Natural and Arbitrary, and Tints & Shades. Have fun playing with this website!

<http://www.artsconnected.org/toolkit/explore.cfm>

Source: The Color Wheel Activity created by Mama Jenn. <http://www.mamajenn.com/MamaJenn/ColorWheel.html>



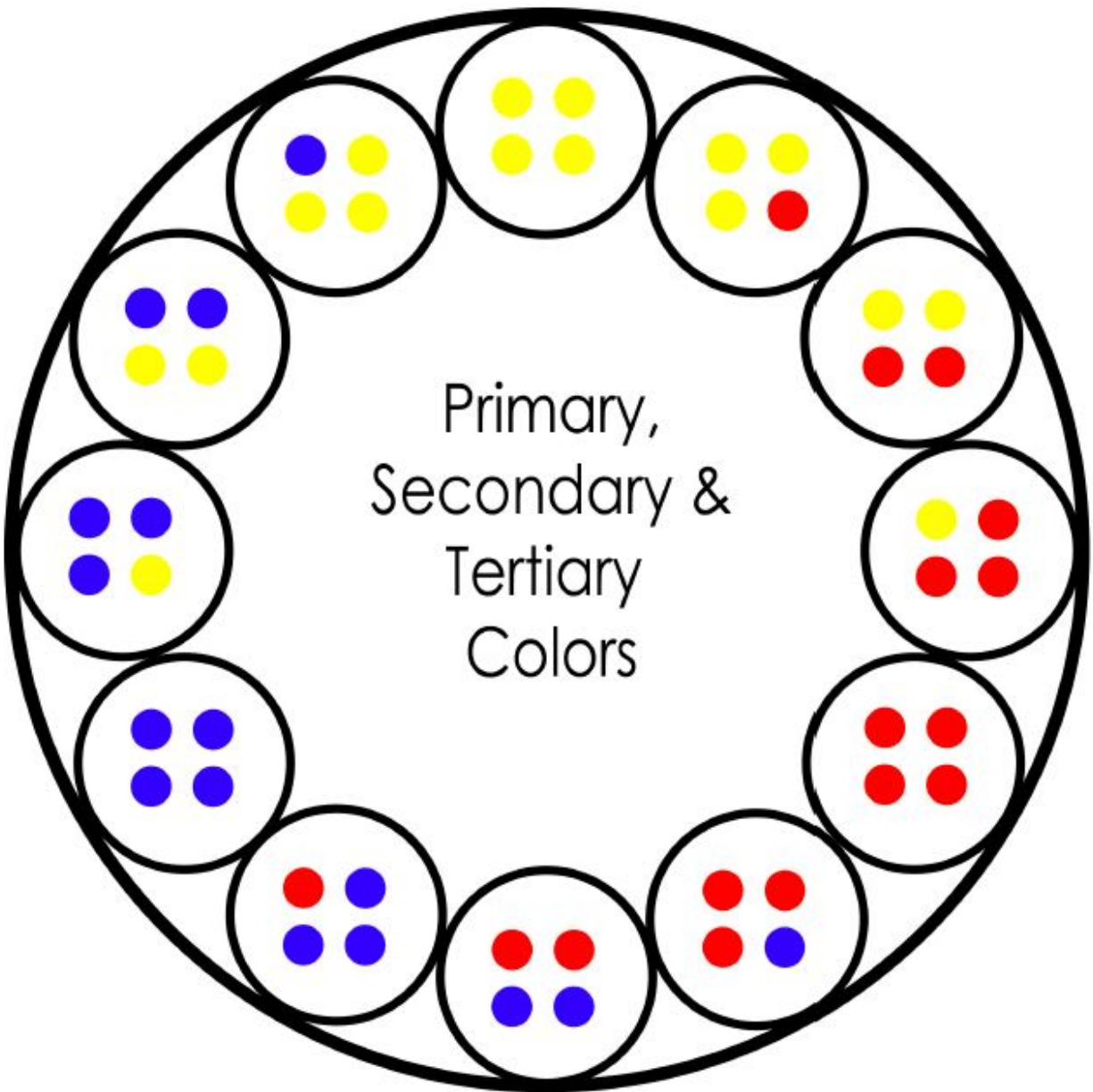
Color Experiences

Select and mount three different colors with an example of a tint and a shade of each. The difference between a tint and a shade:

Example:

Tint	Selected Color	Shade

Color Wheel Creation



Source: <http://mamajenn.com/MamaJenn/ColorWheel.html>

Lesson 4

Cropping and Matting Photos

Cropping a photo means trimming it. This can be intimidating the first time, but creative cropping can improve a photo's composition by eliminating distracting backgrounds and spotlighting the subject at hand. It also creates spaces for adding journaling or embellishments.

The first decision you want to make is which photographs, if any, you want to crop or shape for your layout. Before you start randomly cutting your photos into shapes, look at each photo carefully and ask yourself these questions:

❖ **What is the main subject of this photo?**

Think about what you want to show the viewer with this photo. Crop off distracting backgrounds to make the focus of a photo clearer. Keep in mind the other photos you will be using in your layout.

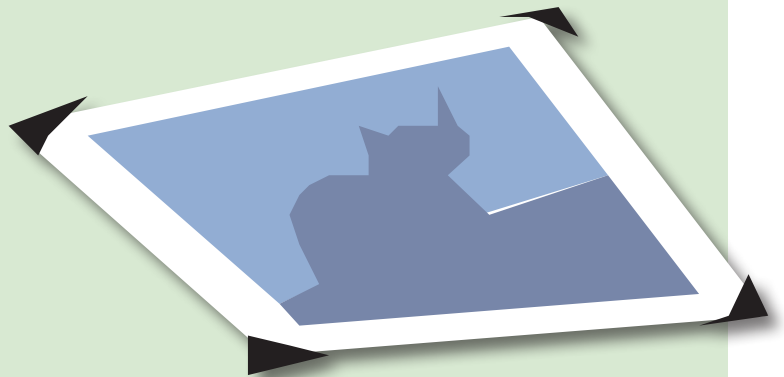
❖ **Would the subject of the photo look best if the photo were shaped or unshaped?**

Is the background of the photo taking away from the main subject of the photo? If you have templates available, try laying the templates on the photo to see how it would look in a particular shape, such as an oval or square, before actually cutting the photo. Create a silhouette or outline by carefully cutting out the photo's subject and discarding the background. Use silhouetting sparingly.

❖ **Does the photo have items in the background with historical or sentimental value?** Some items that might seem insignificant to you at the time can help define your generation. Try to leave the background in some of your photos, especially if they contain items that help define the photo's place in history or that might be interesting to your family members, such as a pet or car. Ask yourself if this portion of the photo adds interest, mood or balance. Does it help date or place the subject? Taken out of context, can the image stand alone?

❖ **Do you have a backup copy or negative of the photo you want to shape?** Before you cut any photo, make sure you have a copy of it. Use the copies to experiment by cutting them into different shapes and laying them on the layout. Be especially cautious with one-of-a-kind and older photographs, which are best left intact.

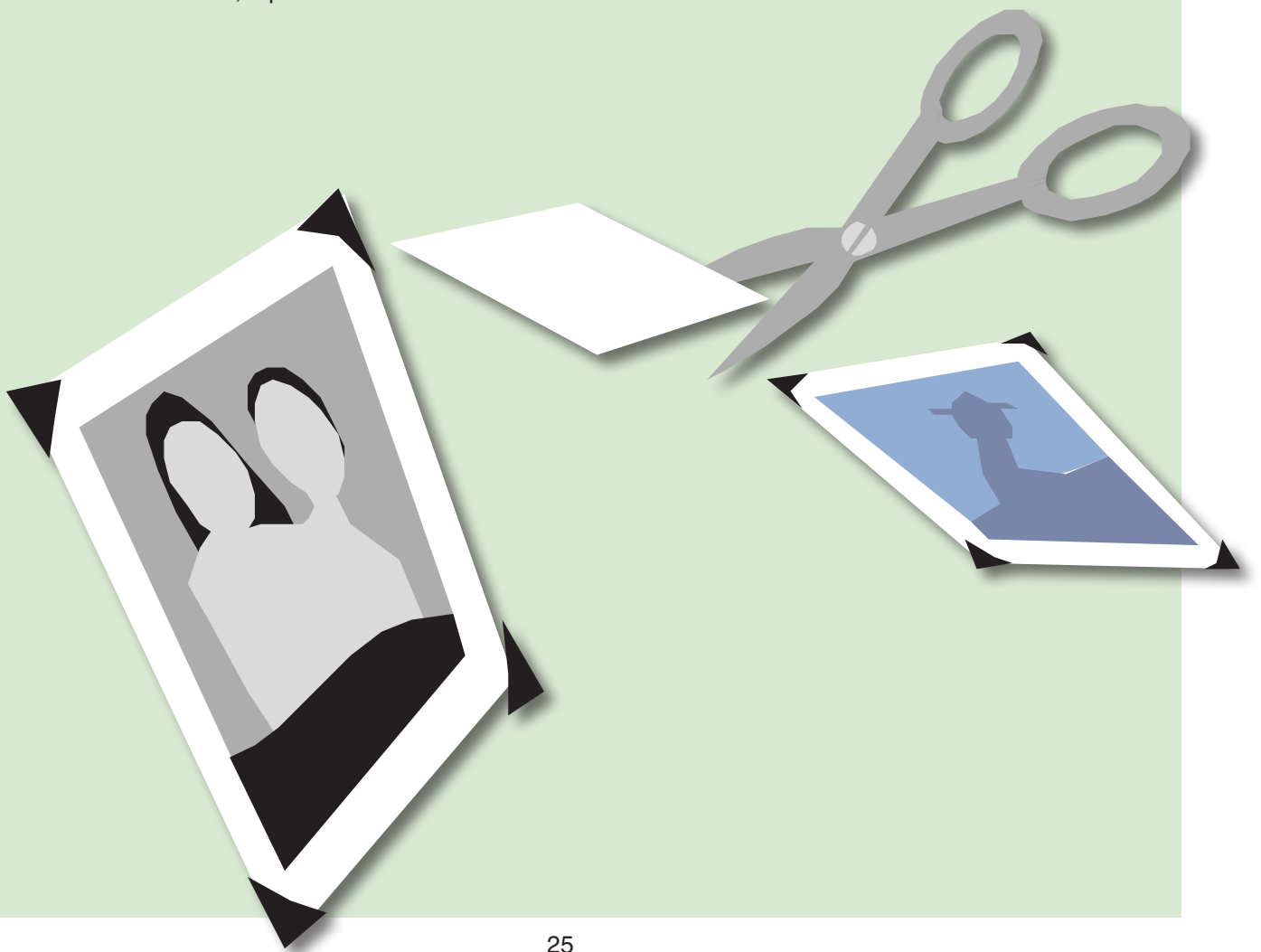
Note: Don't crop Polaroid photos. The chemical in the paper will leak and damage your photos. Instead, use a scanner or check with your local photo developer to make a copy of your picture and crop the copy.



Matting

Matting is adding dimension to complement and accent the photo. Matting will help focus attention on the photos and add visual interest and balance to a layout. Not every photo needs to be matted. You can add one or more colors to a photo. Remember not to take away from the photo and the focus of the layout.

- ❖ Add creativity to your mats. Mats can be simple or elaborate. Use decorative scissors to cut the outside of a mat.
- ❖ Use smaller, simpler mats for smaller photos. Use bold and elaborate mats for larger photos.
- ❖ Cut the center out of stationary to create a mat.
- ❖ Use different shapes for mats. They don't all have to be round, square or oval.



Activity 4.1

Cropping and Matting Photos

Supplies

- ❖ Crop 'til You Drop Handout
- ❖ Straight edge scissors
- ❖ Paper trimmer
- ❖ Circle or oval cutters
- ❖ Shape templates
- ❖ Craft or swivel knives
- ❖ Glue or adhesive
- ❖ White card stock
- ❖ Solid card stock and/or a variety of patterned scrapbook paper

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Cropping photos is an important part of making photos look great on your scrapbook page. This activity will allow you to practice cropping techniques without destroying your good pictures.

Step 1: Using the Crop 'til You Drop handout, cut out each photo and select one photo to use for each technique listed below. You can match the photo with the cropping technique to make your own unique design.

- Crop one photo in a square or rectangle
- Crop one photo in a circle or oval
- Crop one photo in a silhouette
- Crop one photo in a shape of your choice

Step 2: After cropping your photos, use the solid card stock or patterned scrapbook paper to mat each photo. Choose colors for your mats that enhance the photo. Look for dominant colors in the picture to match your mat or use a **complimentary color** which is a color that is opposite that color on the color wheel. An example of a complimentary color for blue is orange.

Step 3: After photos are matted, arrange the photos on an 8 ½ inch x 11 inch piece of white or colored card stock that will tie the photos all together into a great layout! Add a title and journaling to complete the page if you wish!

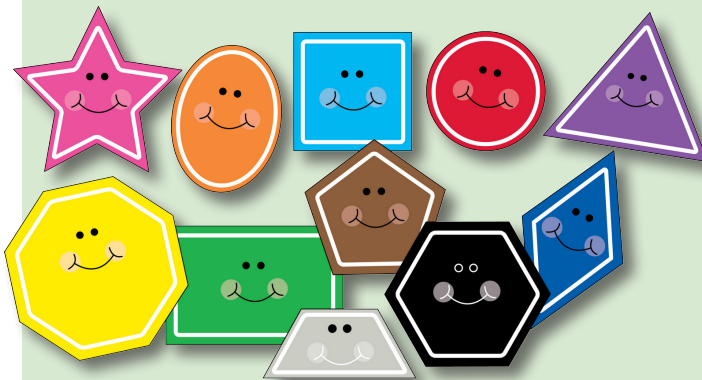
Web Connections: There are lots of websites to browse that provide great examples of cropping, matting and embellishing scrapbook pages. Here are a few to check out! Pick an idea you really like and find some pictures in your stack that you can use to re-create it!

<http://www.scrapbook.com/gallery/>

<http://www.twopeasinabucket.com/gallery/projects/scrapbooking/>

<http://www.paperwishes.com/projects/>

<http://www.scrapbooksetc.com/photos/>



Activity 4.2

From Sketches to Creations

Supplies

- ❖ From Sketches to Creations Handout
- ❖ Straight edge scissors
- ❖ Paper trimmer
- ❖ Circle or oval cutters
- ❖ Shape templates
- ❖ Craft or swivel knives
- ❖ Glue or adhesive
- ❖ White card stock
- ❖ Solid card stock and/or a variety of patterned scrapbook paper


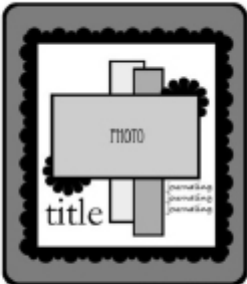

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Inspiration comes from lots of places when creating a scrapbook page.

Another tool that can help with layout inspiration is sketches. Sketches are simple drawings that provide an example for a layout. Choose a sketch and add your photos, title, journaling and creativity to design your own unique page! Sometimes sketches can spark your imagination better because you are not focused on a specific theme or the photos. Sketches can be found on many scrapbook websites, on Pinterest, and in some scrapbook magazines. Below is a sketch and two layouts that were inspired by the sketch.

Review the handout, Sketches to Creations. Choose one of the sketches to use for your inspiration. Select pictures to use for the layout. Use any of the scrapbook tools and techniques you have learned so far to create a unique design from the sketch. After completing your scrapbook page, put it in your sample notebook. If you feel ambitious, create a layout based on each sketch! This is a great way to practice layout design and experiment with all of the tools.

Source: <http://52sketches52weeks.com/>

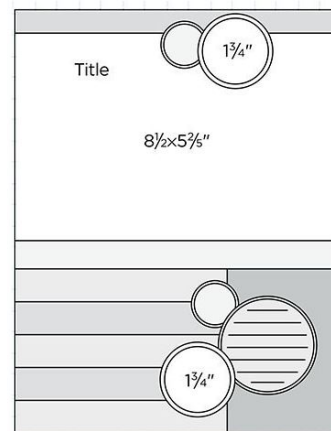
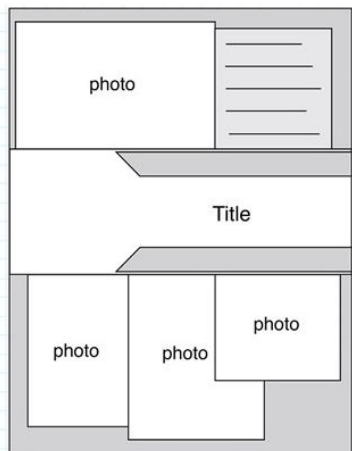
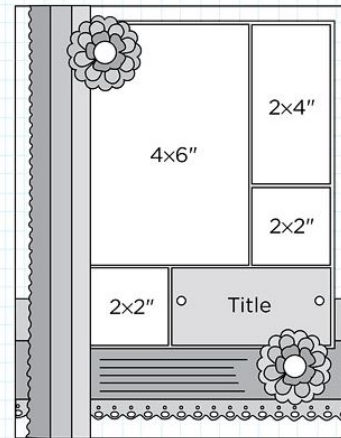
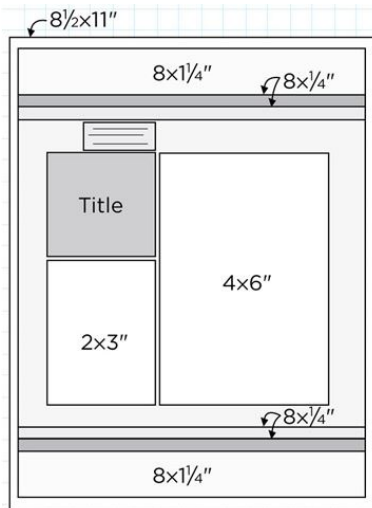
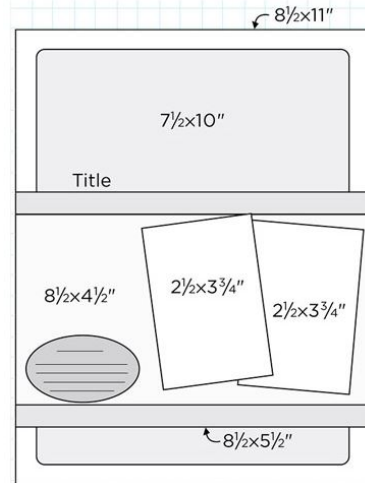
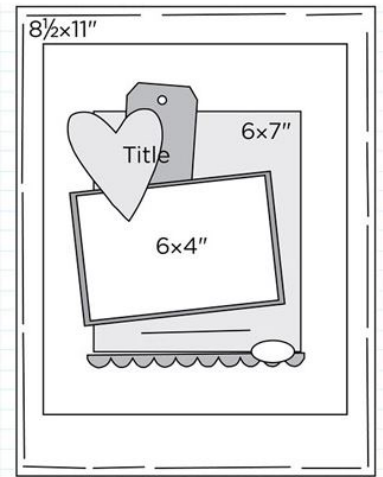
Design 1	Sketch	Design 2
		
<p>The sketch was used for inspiration for both layouts. Design 1 arranged the layout identical to the sketch. Design 2 turned the sketch 90 degrees to create a completely different look.</p>		

Crop 'til You Drop!



Sketches to Creations

Instructions: Choose a sketch below and choose your own photos to create a unique scrapbook page. If you feel ambitious, create as many layouts from the sketches as you like!



Lesson 5

The Importance of Journaling

Journaling completes your page or pages. It sometimes feels like it is the hardest part of the layout. But it is the most important part of your scrapbook. You can capture moments on film, but the journaling is what tells of the excitement and motions of that time. You need to journal your pages so when someone sits down to look at your scrapbook, you don't have to explain what the picture and pages are all about.

Some questions to think about when you are journaling:

- ❖ Am I going to write in first, second or third person?

First person is I and me.

Second person is you.

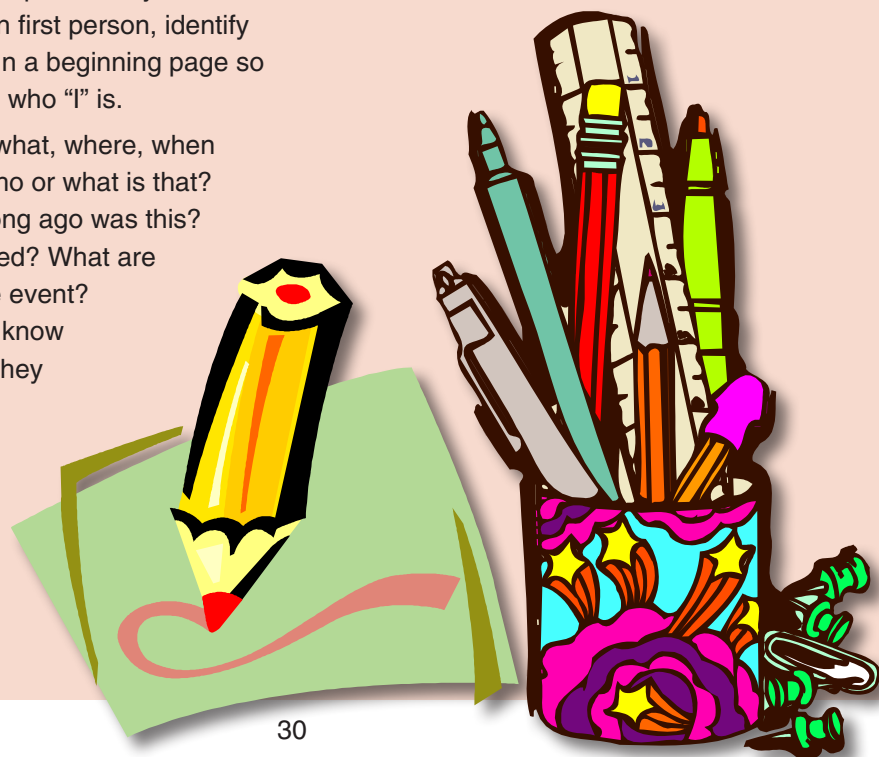
Third person is he, she and they.

Some scrapbooks may need a combination of first, second and third person. If your scrapbook is done all in first person, identify yourself as the author in a beginning page so people aren't guessing who "I" is.

- ❖ Ask yourself the who, what, where, when and how questions. Who or what is that? Where are we? How long ago was this? What is being celebrated? What are your feelings about the event? Use details so you will know who people are when they get older.

- ❖ Use a theme to write about. This helps keep the focus on the reason you are scrapbooking. On some pages, journaling may even be the main focus of your layout.
- ❖ Write about reactions to what was happening. Recollections that seem funny today may prove fascinating to those who read your scrapbook years from now. Get another's point of view on the subject. Interview people and add that into your story. Each layout has its own personality and reason for being part of your scrapbook.

Note: Always write a draft on scrap paper before writing on your page. Have someone proofread it before journaling in your layout. Mistakes are hard to cover up when done with ink.



Activity 5.1

More Than Words

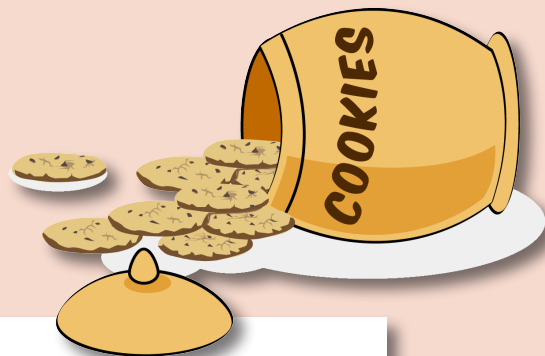
Supplies

- ❖ More Than Words Handout
- ❖ Pencils or Pens

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: It's time to do some practice journaling! Remember that journaling helps to explain the story behind the photos. Don't forget that the title of your layout can tell

a lot about your photos and should go with your journaling. This activity will provide an opportunity for creating titles and journaling of photos. On the handout, "More Than Words," Write your own title and journaling for each photo. Use your imagination and be creative! When finished, place the pages in your sample notebook. Be sure to practice your journaling on scrap paper before writing it on your page. An example has been provided below to help spark your creativity.



WHO ATE THE LAST COOKIE?!?

Grandma makes the best chocolate covered cookies in the world! Jacob is a big fan of cookies (any kind!) and he couldn't resist taking the last one from the plate while everyone else was outside. When he came out on the porch, he had a guilty look on his face and lots of chocolate!

Activity 5.2

Quote it!

Supplies

- ❖ Quote it! Handout
- ❖ Pencils or Pens

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Quotes can be a big help when trying to come up with journaling to put on a page. If a particular quote relates to the photos or if the photos remind you of a favorite saying that a family member says all the time, consider using those words to help tell the story.

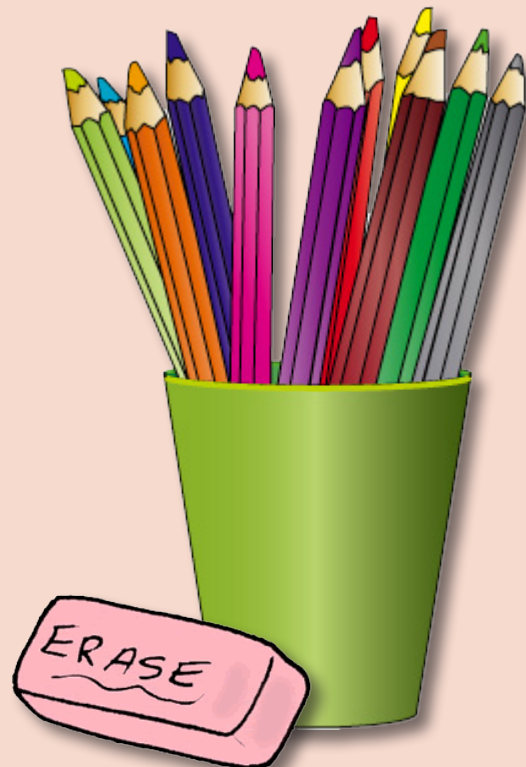
On the “Quote It!” handout, there are several websites that are great to search to find quotes on a topic. Take some time to check them out and then complete the Quote It! activity. Search the websites for each topic and find a quote you like. Write that quote in the space provided. Be sure to give credit to the person who stated the quote. If you have a family member who has a

favorite saying related to one of the topics, use it instead! Using quotes that mean something to you are a great way to tell the story.

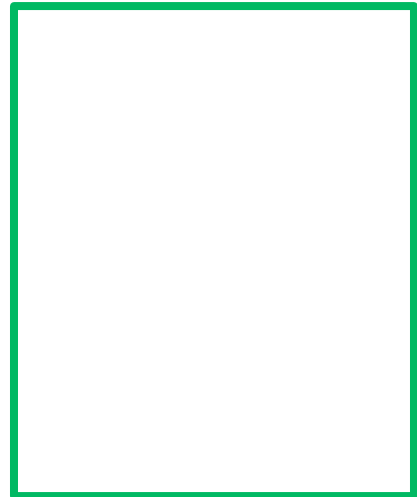
Here are a couple of examples to get your creative juices flowing.

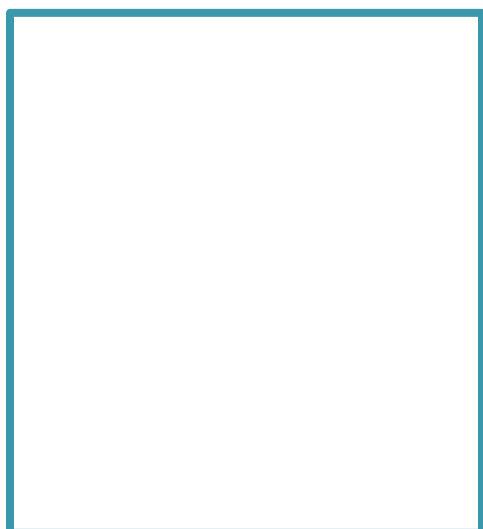
Here’s a quote about birthdays: “The more you praise and celebrate your life, the more there is in life to celebrate.” ~Oprah Winfrey

Here’s a funny saying that a Dad often said to his daughter: “Hard work never hurt anyone!” ~Dad



More Than Words





Quote It!

Instructions: Below are several websites that are great to search to find quotes on a topic. Search the websites for each topic and find a quote you like. Write that quote in the space provided. Be sure to give credit to the person who stated the quote. If you have a family member who has a favorite saying related to one of the topics, use it instead!

- Quoteland -- <http://www.quoteland.com/>
- Brainy Quote -- <http://www.brainyquote.com/>
- Great Quotes -- <http://www.great-quotes.com/>

1. Teamwork

2. Family

3. Celebration

4. Humor

5. Education

Lesson 6

Adding Embellishments

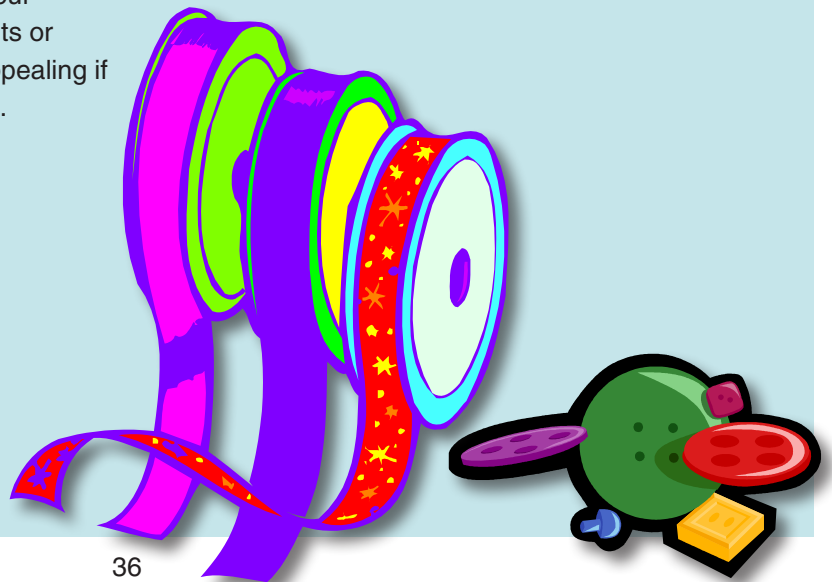
When you go to a scrapbook store, you will find a wide variety of embellishments to add to your layout. The use of embellishments, such as stickers, die cuts, ribbon, fibers, buttons, tags and charms, can enhance a scrapbook page, but too many embellishments will take the focus away from the layout. Remember the important part of scrapbooking is the pictures and journaling. Embellishments are to enhance the layout. Overdoing it can be easy.

- ❖ **Limit the number of embellishments on each layout.** Don't feel as though you have to use all the stickers on the sheet on one layout. Decide which embellishments accent your page the best and use those. Put the leftovers in a file to use on a different layout.
- ❖ **Stick to one kind of embellishment.** Using a lot of different types of embellishments takes away from the balance of your layout. Stick to just one embellishment medium, such as stickers, stamps or die cuts.
- ❖ **Limit the number of embellishment themes on each layout.** Although your photos may contain a variety of events or activities, your layout will be more appealing if you select one embellishment theme.

The size of your embellishments should be about the same size as your photo's subject. If your embellishment is smaller, build it up to fit the size of the photo subject to give balance to your layout. You can adjust the sizes of your embellishments by using the copier and computer.

Once you have selected the right embellishments, you can arrange them on your layout. When placing them, use an odd number of items and place them in a triangle on the layout. Odd numbers and triangles are pleasing to the eye and give a flowing balance to your layout. You do not want one side of your layout to have more than the other. They need to be in balance.

Remember: Adding the right amount of embellishments can bring balance and unity to your layout. Adding too many can draw attention away from the focus of the most important thing on the layout, the photos.



Activity 6.1

Embellishment Extravaganza

Supplies

- ❖ Embellishment Extravaganza Handout
- ❖ Pencils or pens
- ❖ Variety of embellishment items such as: stamps/ink pads, die cuts, stickers, 3-D embellishments, rhinestones, ribbon, eyelets, brads, buttons, etc.
- ❖ Glue or adhesive (glue dots, pop dots, etc.)
- ❖ Scissors

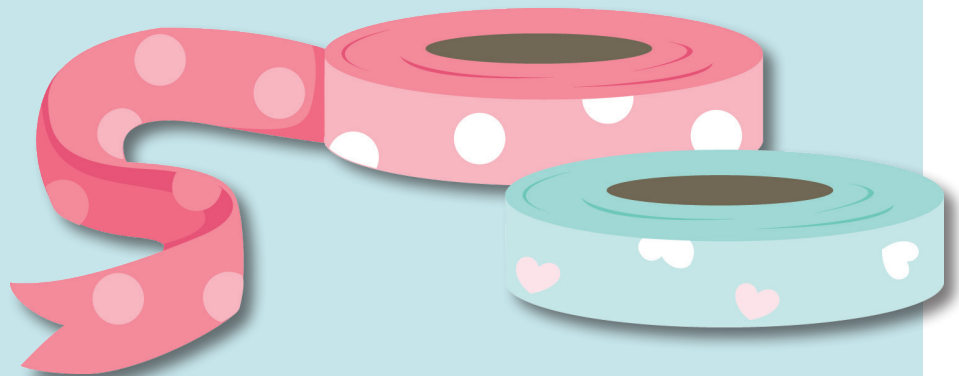
Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Instructions for Youth: Welcome to the world of embellishments! The sky is the limit when it comes to adding some pizzazz to your pages! This activity is to help you become acquainted with different types of embellishments.

Embellishments sometimes have adhesive on them, while others require glue or adhesive to be added in order to place them on the page.

Don't be afraid to use pop dots to make die cuts stand up off of the page a little! This helps add dimension to the layout. Clear glue dots work well to glue buttons, rhinestones, and other small items.

Using the Embellishment Extravaganza handout, add embellishment samples to the page as directed. If you find other types of embellishments not listed, add them on a blank page and write in the type of embellishment next to the item. Add the pages to your sample notebook.



Activity 6.2

Bling It UP!

Supplies

- ❖ Pencils or pens
- ❖ Variety of embellishment items such as: stamps/ink pads, die cuts, stickers, 3-D embellishments, rhinestones, ribbon, eyelets, brads, buttons, etc.
- ❖ Variety of card stock or scrapbook paper
- ❖ Glue or adhesive (glue dots, pop dots, etc.)
- ❖ Scissors
- ❖ Scrapbook pages without embellishments OR 3-5 pictures from an event

Instructions for Leader: If you are conducting this activity with a group, provide the supplies listed above. If youth have their own equipment, ask them to bring with them to the meeting. Make sure they have their name or initials on each piece. Encourage youth to bring a 3 ring notebook (1 -2 inches) to place their sample work in from the activities.

Host this activity at a scrapbook store. Work with the manager to present a workshop on embellishing pages and showing participants the many different options of embellishing. The scrapbook store may be willing to provide a class for a small fee to create a layout and then participants can choose how to embellish the page with supplies that are provided.

Participants may want to go back to the scrapbook pages in the sample notebook and add embellishments. The following activities

provide completed pages that should not have embellishments on them:

- Experimenting with Layouts
- Crop 'til You Drop
- From Sketches to Creations

Participants may also bring their own scrapbook pages that don't have embellishments and add a creative touch.

Instructions for Youth: Embellishments can be anything. You can buy items in a store, but don't forget about other things like mementos from a trip, a ribbon from a bouquet, a ticket from a concert, or your ribbon from a fair project.

Yes, it's recommended not to mix too many types of embellishments on a page, but don't be afraid to mix it up if it really brings your page to life. For example, if using a die cut tag, it's okay to add an eyelet and ribbon. (see example) Keep in mind the guideline of using odd numbers of embellishments to maintain balance on a page.



Embellishment with die cuts

Activity 6.2 cont'd

Don't spend a lot of money on embellishments! Use your creativity! Ask permission from your Mom or Grandmother to use things from their craft or sewing supplies such as buttons, lace yarn or ribbon. You may also find other things around the house that can be used as well. Don't forget that you can cut flowers or other items out of scrapbook paper and add them to a layout as an embellishment. Keep in mind that if you are concerned about having a scrapbook that is 100 percent archival, you may need to purchase embellishments that are made from archival quality products.

Here are a couple of scrapbook layouts that have some great embellishment techniques.

The last challenge is to decorate a few pages with embellishments. You can start with pages in your sample notebook: Experimenting with Layouts, Crop 'til You Drop, and From Sketches to Creations are ones you can use. You may also decorate scrapbook pages that you have created that don't have embellishments on them. If needed, select 3-5 pictures of a specific event and create a 8 ½ inch X 11 inch scrapbook layout. Add embellishments to the page along with a title and journaling. Add your completed design to your sample notebook!!



Embellishment with stickers



Embellishment with die cuts

Embellishment Extravaganza

Instructions: Attach sample embellishments in the boxes below. Place the page in your sample notebook. If you would like to add other embellishments not listed, use page 2 and label each embellishment.

Create a flower that incorporates a button.




Select a patterned paper with pictures, tags, flowers, or other items and cut out an item to make a die cut.



Make a bow from a piece of ribbon.



Add rhinestones to a die cut to bling it up.



Cut a tag and use a stamp and ink to decorate it. Add a brad on the top.



Select stickers to embellish a birthday layout.



Embellishment Extravaganza, Page 2

Scrapbooking Exhibit Scoresheet

4-H Member's Name: _____

County: _____ Class Number: _____

AREA BEING JUDGED	EXCELLENT	GOOD	NEEDS IMPROVEMENT
SCRAPBOOK EXHIBIT <ul style="list-style-type: none"> • Pages are exhibited between a front and back cover • Pages are exhibited in plastic protectors • Completed number of required pages (beginner-4-6 pages; intermediate-8-10 pages; advanced-12-16 pages) 			
PHOTOS AND MEMORABILIA <ul style="list-style-type: none"> • Photos and/or memorabilia entirely encased in a protective sleeve • Newspaper articles photocopied on acid-free paper or laminated 			
NEATNESS <ul style="list-style-type: none"> • Legible handwriting/typing • Neat with no smudges or smears • No glue or adhesive visible 			
JOURNALING/TITLES <ul style="list-style-type: none"> • Correct spelling • Journaling tells the story about photos on the page -- not required for every photo but encouraged • Appropriate and creative titles are used -- not required on every page but encouraged for every two-page spread 			
CROPPING AND LAYOUT <ul style="list-style-type: none"> • Interesting layout -- uses informal and/or formal balance in designing pages • Variety of pages • Quality of cropping and editing of photos • Quality of matting photos -- not required but encouraged • Variety of techniques and embellishments used 			
PHOTO-SAFE <ul style="list-style-type: none"> • Use of appropriate pens and markers • Use of photo-safe albums • Use of acid-free embellishments 			
SENSE OF ENTIRE PROJECT <ul style="list-style-type: none"> • Preserves the 4-H member's memories effectively • Interesting and variety of page layouts • Chronological or thematic order to pages 			
COMMENTS: 			