



**COLORADO STATE UNIVERSITY  
EXTENSION**



# Scrapbooking

**MG3005**

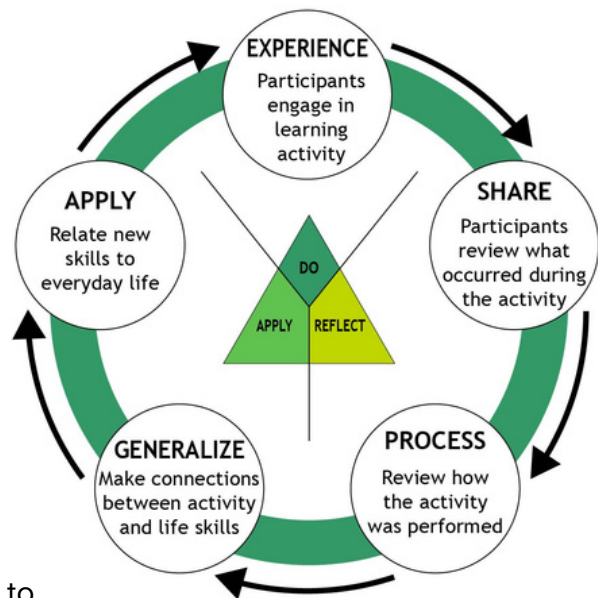
**Member's Manual**

**Revised 11.29.21**

The 4-H program utilizes a process where adult leaders ask open-ended questions that challenge youth to think. Through this inquiry, youth can propose hypotheses and determine their own solutions. The Experiential Learning Model developed by Pfeiffer and Jones (1985) and modified by 4-H includes five specific steps that can be summarized into three main processes: Do, Reflect, and Apply.

The Experiential Learning Model encourages discovery with very little guidance from others. A situation, project or activity is undertaken for individual thought and problem solving. Minimum outside assistance is provided, but support is offered to the individual by questioning at each stage. The youth participating in an activity, reflect on what they did, and then assess how what they learned can be applied to a life situation. Below are questions that might help during each stage of learning.

## Experiential Learning Model



### 1) Experience (Doing)

Questions: What sources of information are available? What is possible? What do you expect to see? How is it working? What else might you try?

### 2) Share (Reflecting on What Occurred)

Questions: What happened? What were the results? What was most difficult? How do you know?

### 3) Process (Reflecting on What's Important)

Questions: What problems seemed to reoccur? What similar experiences have you had? How was the experience like or unlike experiences others had? Would you do anything differently?

### 4) Generalize (So what?)

Questions: What did you learn about yourself or about the activity? How did you decide what to do? What else could you have done? How does this relate to something else in life?

### 5) Apply (Now what?)

Questions: Where else can this skill be used? How will you use this in the future? What will you do differently after this experience? How can I make an impact? What will I create next?

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# Notes to the Project Helper

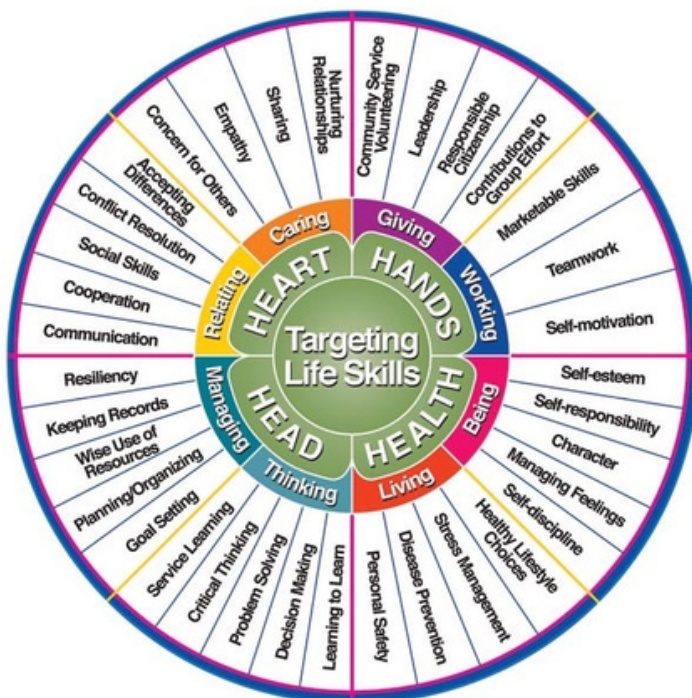
Congratulations! A 4-H member has asked you to serve as a project helper. You may be a parent, relative, project leader, friend, club advisor, or another individual important in the 4-H member's life. Your duties begin with helping the youth create and carry out a project plan. This is followed by helping the youth focus on each activity, providing support and feedback, and determining what was done well, what could have been done differently, and where to go next.

As a project helper, it is up to you to encourage, guide and assist the 4-H member. How you choose to be involved helps shape the 4-H member's life skills and knowledge of scrapbooking.

## Your Role as a Project Helper

- Guide the youth and provide support in setting goals and completing this project.
- Encourage the youth to apply knowledge from this project book to the creation of a scrapbook, cards, tags and other paper arts projects.
- Serve as a resource person.
- Encourage the youth to go beyond the scope of this 4-H project book to learn more about paper arts.

## What You Should Know About the Life Skills Model



A skill is a learned ability to do something well. Life skills are abilities that individuals learn to help them be successful living a productive and satisfying life. The Scrapbooking curriculum uses the Targeting Life Skills Model. Because skills are best learned through practice, many experiences that teach or reinforce skills must be provided. Mastery of any skill requires opportunities to try, make mistakes, and try again.

Targeting Life Skills Model  
by Patricia A Hendricks, PHD,  
Iowa State University Extension, 1998.



# Introduction

This project is appropriate for all age levels. It is designed to be completed as an individual project, although many 4-H members complete their individual projects while working together in a small group, sharing knowledge and skills as they go. It may even inspire you to take a companion project such as Photography or Visual Arts.

Make sure you check the current 4-H year's State Exhibit Guidelines, as these may change each year.

Scrapbooking is an excellent way to capture and preserve all your favorite 4-H activities. You can complete this project as a way of recording your progress in another area. If you are raising an animal, sewing a piece of clothing, learning to cook, experimenting with rockets, learning to weld, or completing any of the many 4-H projects available, why not document your progress with a scrapbook? Scrapbooking is also a way to document life's special moments: weddings, graduations, births, meaningful relationships, generations, friendships, careers, events, vacations, and inspirational moments.

## Project Guidelines

Step 1: Complete activities per current State Fair requirements.

Step 2: Complete a project to exhibit from one or more of the units per current State Fair requirements.

Step 3: Complete the current year's e-record and place in a sturdy binder, per county and State Fair requirements.

## What Will You Learn?

- History of scrapbooking
- Basic tools
- How to organize and protect your photographs
- How to crop and mat photographs
- How to create a layout
- How to use embellishments to create your personal style
- How to tell your story using pictures and journaling
- Stamping and color techniques
- Scrapbooking
- Basic card making
- Tags
- Examples of careers that encompass scrapbooking skills



# Chapter 1: Why Scrapbook?

## This Is Why I Scrapbook

Scrapbooking, at its core, is a way to combine your photos and memorabilia with words to tell your story. We scrapbook to record our memories, as our memories don't last as long as our scrapbooks. Scrapbooks serve as a nostalgic link to the past and some of our best memories. They can hold everything from crinkled letters to a punched train ticket, a faded newspaper clipping to a well-worn recipe card, or a candid shot we couldn't date to the loss of a loved one. Scrapbooks help us enrich the present by helping you feel thankful and allowing you to reflect on the past. Creating that vacation album, looking through all those pictures, journaling your thoughts and emotions, is such a special time. Scrapbooks can inspire hope for the future, and documenting our lives can inspire and reach future generations to go forward pursuing their dreams and goals. Being able to relive those memories every time you open that album and feeling those emotions with your loved ones is really special.

The history of your life can be preserved for the next generation by creating a scrapbook filled with your collection of pictures and memorabilia. Putting these together with your journaling creates your life's story.



## History of Scrapbooking

Scrapbooking emerged in 15th century England as commonplace books. These books were used to compile information that included recipes, quotations, letters, poems and more. Each book was unique and displayed the creator's particular interests. In the 16th century, friendship albums became popular. These albums contained souvenirs of European tours and local memorabilia including coats of arm or works commissioned by local artisans. In the late 1570's it was popular to incorporate colored plates depicting popular scenes, such as Venetian costumes or carnivals. In 1775, James Granger published a book with several blank pages where the book's owner could personalize the book with his or her own memorabilia. Girls in the 18th and 19th centuries were able to share their literary skills and personalize their friendship albums and yearbooks.



Scrapbooking in the 19th century was seen more as a way to preserve one's experiences than journaling or other writing-based forms of logging. Scrapbooks were devoted to cataloguing recipes, coupons, or other lists during this time. Later in the 19th century, scrapbooks were seen as functional as well as aesthetically pleasing.



With the development of modern photography in 1826, people started to incorporate photographs into their scrapbooks. Scrapbooks with photos were not popularized in the United States until the 1860's.



Marielen Wadley Christensen is credited with turning scrapbooking into the industry that it has become. Scrapbooking today is not only used to preserve memories, but it is also a way to bring people together to create a strong social network. People gather at each other's homes, local scrapbook stores, scrapbooking conventions, retreat centers, or even on cruises and enjoy scrapbooking together.

## Sorting, Organizing, and Storing Photos

The process of sorting, organizing, and storing your photos can be a time-consuming but crucial task. The older you get, and the more photos you acquire, the harder it is to get started.

- Photo Printing
  - Print on photo based paper or have professionally printed
  - Before printing determine if photo will be used in color, black and white or sepia
- Organizing
  - Gather all of your photos together
  - Organize by sorting photos by event or album
- Storing
  - Digital photos can be stored on the computer
    - Store in chronological order or by event
    - Backup on a thumb drive or in a cloud
  - Printed Photos
    - Store in a container that preserves the photograph-most often found at your local craft store or vendor (for very special photos you might consider a fire-proof safe)
    - Do not secure your photos with a rubber band as it causes rapid deterioration of photos
    - Do not store photos in areas of high humidity, heat or cold (an interior closet, cupboard, or drawer is a safe place)



### Activity - Why Do We Scrapbook?

Choose one of the following activities to write about and add to your record book.

- Tell us why you scrapbook. Write a paragraph and add it to your record book.
- What is an event that you'd like to scrapbook? Is it your event or someone else's? Tell us about it and why you would like to scrapbook it.
- Research other reasons why people scrapbook and how they share their creations. Write a paragraph about what you learned in your record book.

## Archival Safe

- What is Archival Safe?
  - Archival Safe Storage. The American National Standards Institute (ANSI) defines archival storage as "the preservation of records having permanent historic value". The archival label on a product suggests that it is permanent, durable, or chemically-stable, and can be used for long-term preservation.
- What is Photo Safe and Acid-Free?
  - Archival safe and photo safe means the items are free from chemicals that speed the deterioration process. This means that all items are free from acid, lignin, and PVC. Any type of paper can be acid free; it simply needs to be treated properly during the manufacturing process so there is no acid in the pulp.
  - Archival safe supplies are free of chemicals that cause photographs to fade, change or lose color or become brittle and fall apart.
  - These products will be labeled "acid-free", "archival safe", or "photo safe" on the item or on the packaging.
  - Anything that comes into contact with photos must be acid free. These items might include patterned paper, cardstock, stickers, rub-ons, adhesive, pens, markers, and albums.
  - Ink pens and markers need to say archival safe.
  - Archival safe ink is specifically designed to be resistant to weathering and fading and is used where written and drawn images need to be preserved indefinitely.
  - Page protectors must be PVC free.
- What is Lignin-Free?
  - Many paper and card products that are around these days specify that they are acid-free, lignin-free or both. Lignin is the name given to the element within wood pulp which helps bond the fibers together. The presence of lignin in paper is what makes it yellow over time like newspaper.
- How do I know if it's safe to use?
  - Most, if not all, paper craft items are safe to use, but what if you've found something not scrapbooking specific, and you want to know if it's safe to use?
  - You can use an acid-testing pen on paper items.
  - You can spray items (never pictures) with deacidification spray (Archival mist). This can be expensive and if not done correctly, can cost you your memorabilia. Test prior to using on your memorabilia.
  - Most fabrics are safe.
  - Natural materials (such as flowers) are not safe as they can break down or crumble on your page.





## Activity - Archival Safe

Choose one of the following activities to write about and add to your record book.

- Research ways to store and organize your photos and tell us about your plan. Add your write-up to your record book.
- Take four types of paper (cardstock, notebook paper, construction paper, and paper of your choice), and set them in a sunny window for a week untouched. At the end of the week, study the front and backs of each type of paper. Write your observations and discuss what effects this would have on your scrapbook. Include all items in your record book.



# Chapter 2: How Do You Scrapbook?

As we've discussed in Chapter 1, scrapbooking, also known as cropping, is a way to preserve memories. But it is also a way to be creative with your memories.

Did your family go to the beach this summer? Are you aiming for that feeling that reminds you of the smell of salty air and the warmth of the sun? You might fill your scrapbook with blues, greens, and teals, with a splash of yellow, along with beachy textures that evoke sand, water, driftwood, and blue skies.

Maybe you're documenting your senior class trip to Washington D.C, and you want your scrapbook to capture the red, white, and blue patriotic feeling you had while walking through the war memorials. You may want a cozy, inviting aesthetic for a family scrapbook. Or perhaps you want to capture the magic of a perfect prom night with glitter, shine, and sparkle.

In any case, you'll achieve your desired aesthetic through your color scheme, page layout, and use of texture, pattern, and other design elements with your supplies. Putting some thought into your scrapbook's overall aesthetic beforehand will help you create a unified album. More than just a collection of photos, your scrapbook will have a strong feel to it and, much like a good work of fiction, it can transport you to another place or time.

## Basic Tools and Supplies

There are several types of tools and supplies you can use. Here are a few of the basics to get you started:

- Adhesive
- Album
- Cutting tools
- Die cuts and stickers
- Journaling tools
- Page protectors
- Paper



## Types of Paper

- Cardstock or Cardstock Paper
  - Heavier and thicker than regular paper and works well as a background paper
  - Comes in a multitude of colors and textures and can be purchased individually, in a color variety package, or in packages that are the same color
  - Comes in either solid core or white core
  - Can be textured or flat
  - Can be plain or patterned
- Patterned Paper
  - Comes in different patterns such as polka-dots, plaids, floral, various themes and a multitude of colors
  - It can be used as a background or as an embellishment on the layout
- Textured Paper
  - Comes in a variety of textures
    - Embossed
    - Gilded
    - Glittered (be sure to choose high quality paper)
  - Homemade
  - Mulberry paper
  - Mylar paper
  - Vellum

NOTE: Construction paper is not acid free and is not recommended. It will fade, bleed and tear easily.



## Cutting Tools

- Paper Trimmer or Cutter
  - Paper trimmers or cutters come in different sizes
  - It is recommended to have one that will cut paper that is 12" x 12"
- Craft Scissors
  - Non stick craft scissors are recommended
  - Come in many styles and size
- Tearing Tools
  - Come in various styles to create decorative edges
- Decorative-edge Scissors
  - \*\*\*Use with caution (watch videos on how to best line up your cuts so they look tidy)
  - A great way to add more design to the page
  - Come in many decorative edges
- Craft Punches
  - Come in many shapes and sizes
  - Some are for punching decorative edges.
- Manual Die Cut Machines
  - An easy way to cut intricate shapes quickly and efficiently
  - Can also have embossing folders to create textured papers
  - Many designs are available for purchase
  - Cutting or embossing works best with the correct matting for the machine
- Electronic Die Cut Machines
  - Electronic cutting machines can cut a variety of materials, and even engrave
  - Usually come with some basic patterns
  - May need to purchase additional designs or have an online subscription for additional patterns
  - May need a computer to operate the machine depending on the model





## Adhesives

Adhesive is used to attach your photos to the paper. It comes in different forms: permanent, removable, roller, tabs, liquid, stick, pen, dots, and squares. It MUST say ARCHIVAL SAFE or PHOTO SAFE.

- Tape Runner
  - Permanent
  - Dots or adhesive strip
  - Store bought double-sided tape
  - Scrapbooking line runner in different sizes
    - Commonly used for ribbon adhesion
    - Permanent strong holding
- Liquid Glue or Glue Pens
  - Liquid glue squeezes out of a tip onto your photo or embellishment
  - Glue pens allow you to apply glue very accurately
- Adhesive Dots
  - Double-sided glue dots are available in many sizes
  - Work great for embellishments that are heavier than paper
  - Create dimension on your layout with items such as buttons, flowers, chipboard, etc.
  - VERY sticky, use with care
- Mounting Squares
  - Double-sided glue tabs
  - Good for paper items and photos
- Pop-Dots
  - Double-sided foam used to add dimension to the layout



### NOTE:

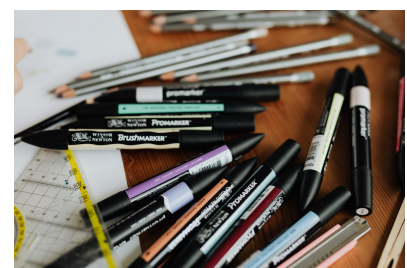
- Glue sticks are not recommended as they are not permanent.
- Elmer's glue is also not recommended as it is not archival safe.
- Rubber cement (although great for your 4-H project boards) is not recommended as it is not archival safe, and is quite messy.
- Use glitter glue with caution as it can scatter glitter remnants from the glue across the pages and often throughout the album.



## Journaling Tools

Pens, pencils and markers are used to journal the story about the pictures. There are many different types, uses, and colors. Some have a fine tip for writing, angled tips for fancy writing called calligraphy, and thicker tips for filling in shapes. The important thing is it **MUST** be fade-proof, waterproof, permanent, archival safe, and acid free.

- Pens
  - Journaling
    - Typically an ultra-fine tip pen
    - Usually waterproof
  - Calligraphy
    - Multiple colors
    - Multiple angled tips
- Journaling Guides
  - Help guide your lines to keep them straight and even
  - Stencils
  - Templates
- Pencils
  - Colored
    - Typical store bought colored pencils
      - be sure to choose a good brand
    - Used for writing or shading
  - Watercolor
    - Primarily for coloring or shading
    - Can be used for writing
    - Can be used with a water paint brush for additional effects
- Markers
  - Water based
    - Typical markers found for use in scrapbooking
    - Can have a fine tip or a wide or angled tip
  - Alcohol based
    - Specialty markers
    - Permanent in color
    - Blending and layering with the surface of the paper
- Computer Journaling
  - Print on cardstock, cut to fit



Note: Gel and glitter pens are not recommended.

## Albums

Albums are a great way to store your memories. Albums come in many different colors, sizes and bindings. Please check the State Fair Exhibit Requirements for unit specific binder sizes.



- Bindings
  - Post-bound
    - 2 or 3 posts hold your pages
    - Thickness of the album can be changed by changing the length of the post or adding in extenders
  - 3-D Ring Binder
    - Pull apart the rings and slide your page in
    - Very easy to use
  - Strap-bound
    - Bound by leather and/or plastic straps
- Page Protectors
  - Plastic sleeve that you slide your page into
  - Available in various sizes
  - Usually slide on or top load
  - Make sure your page protector style matches the binding style of album
  - Look for the archival safe, photo safe, or PVC free label

### Activity - Albums

Choose one of the following activities to write about and add to your record book.

- Visit a local store or a website that sells scrapbook supplies. Write down some of the types of albums that you find. Create a plan as to which type of album would work best for your project. Tell us which one you would chose and why. Include this with your record book.
- Budgeting is an important part of this project. Create a budget for your album. Include your budget with your record book.

## Using Photos in Your Scrapbook

Your photographs are an important part of scrapbooking. The purpose of taking pictures is to help us remember people and moments that are special to us and to document accomplishments such as birthdays, athletic events, 4-H activities, holidays, vacations, church activities and moments of reflection. It is important to take special care of your pictures. You and your family will enjoy them for years to come. To preserve photographs, all of your supplies MUST be archival safe.

Photos tell an important story. Before beginning any sorting, organizing, preserving, or scrapbooking, make sure your area is clean. It is also a good practice to wash and dry your hands. Be careful if you have any beverages in the area to avoid spills.

The best place to start in the process of creating your scrapbook is photo selection. It is a good idea to organize and archive (to place or store in a protective container) your photos. Select a container that preserves the photographs for future use.

## Cropping Your 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 opens up spaces for adding journaling or embellishments.

- Sizing
  - Enlarging
    - Large pixel photos work best for enlargement
    - Focal point pictures are best to enlarge
- Tools
  - Examples of tools you can use for cropping are
    - Decorative-edge scissors
    - Corner punches
    - Paper cutters or cutting templates



Before you start randomly cutting your photos into shapes, look at each photo carefully and ask yourself some questions:

- What is the main subject of this photo?
  - Think about what you want to show the viewer with this photo.
  - Crop distracting backgrounds to make the focus of a photo clearer.
  - Keep in mind the other photos you will be using on 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 by carefully cutting out the photo's subject and discarding the background. This is also called "fussy cutting". It takes a fair amount of time and can be distracting. Use silhouetting sparingly.



- Are there items in the background that have historical or sentimental value?
  - Some items that might seem insignificant to you at the time can help define your generation. Consider not cropping if it is something you'd like to show your own children someday.
  - 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 a car.
  - Ask yourself if this portion of the photo adds interest, mood, or balance.
  - Does it help date or place the subject?
  - Can the image stand alone if taken out of context?
- Do you have a back-up 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 that are better left as is.

## Layout Design

Layout design is a creative way to display your photos and tell your story. Designs are typically sorted by event, year, or people involved. Layout and design should enhance your photos not distract. Make sure that your background and embellishments do not overpower your photos or send a message different from what your photos and your journaling are trying to tell.

- Select a Theme
  - Gather your sorted photos together according to the event
  - From this group of photos determine what the theme of the layout may be, for example: graduation, county fair, speech contest
  - Patterned papers or textured paper can also portray a theme or event (When using patterned paper, make sure it doesn't take away from your photo)
- Create a Title
  - The title sets the mood for the entire layout or album
  - The title should reflect the theme
  - You may think of a title first and then gather the photos or gather the photos you want to use to help you determine a title
  - Keep it simple
- Find a Focal Point (where the eye looks first)
  - The focal point is the primary image or area on the page
  - It can be a centrally located photo or a photo that is larger than the others on the page
  - It can also be a unique photo that is matted with special paper or techniques that make it stand out from the others
- 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
    - Formal balance – layout is the same even 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 (For example, when one large element is beside three smaller elements)





## Principles of Design

The principles of design (rhythm, emphasis, proportion, balance, and unity) are how we use the tools to create looks that are different or unique. When creating your scrapbook pages the principles of design will help you create pages that are not only functional but aesthetic. Let's take a quick look at the principles:

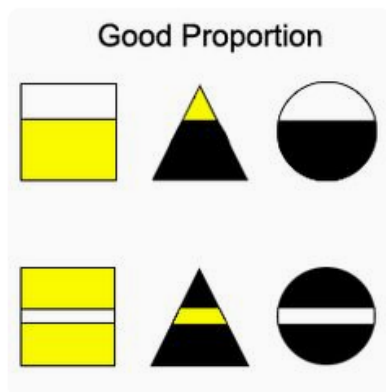
Rhythm – leads the eye from one part of a design to another part, creating movement through repetition of pattern or color.

Emphasis – is the quality that draws your attention to a certain part of the design first.

Proportion – refers to the relationship between parts of a design, such as the size of the writing compared to the size of the photo on the page.

Balance – makes the right and left side appear to be equal, even though they may not be exactly the same. If the two sides are the same, it is symmetrical balance. If the two sides are different in some way but still give the same weight, it is asymmetrical balance.

Unity – is when things look right together. Lines and shapes that repeat each other show unity. Colors that have a common hue create unity. Texture also helps create unity.



## Elements of Design

The elements of design are shape/form, color, texture, and line. These are tools used to create looks that enhance the appearance of a scrapbook.

Let's take a quick look at each of the elements of design:

- Shape/Form is the shape and structure of an item.
  - Shape is two-dimensional and appears flat
  - Form is three-dimensional with length, width, and depth
- Texture is the surface quality of an item.
  - It is how something feels when it is touched or looks like it would feel if touched
- Color is the hue, value, and intensity that sets off one area of design from another.
  - Hue is the name of the color (red, blue)
  - Value is how light or dark the color is (light blue, navy blue)
  - Intensity is how bright or dull it is (4-H green, neon green)
- Line can show direction, draw your attention, outline an object, divide a space or communicate a feeling. Lines can be straight, curved, thick or thin, diagonal, horizontal or vertical.

## Color

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. When it comes to 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 card stock 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.

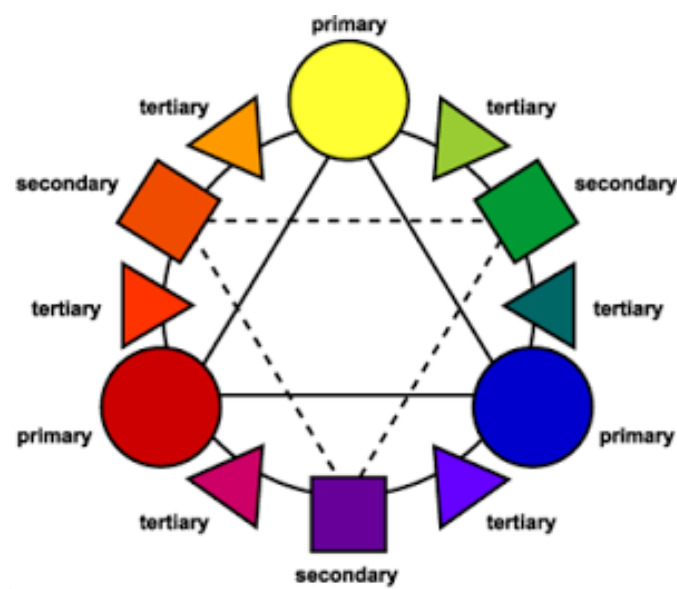


Choosing colors for a layout can be overwhelming. Choose a color that will reinforce a mood or feeling. Ask yourself what kind of feeling or mood do I want to capture?

To help you do this, try holding several different colors of paper or cardstock behind your photos to see which ones enhance the colors in your photos.

The color wheel is made up of primary, secondary and tertiary colors.

Blues and greens are “cool” colors that are calm and relaxing. Reds, oranges, and yellows are “warm” colors that are energetic and exciting. Try using complementary or contrasting colors to enhance your layout.



## Matting

Matting adds dimension to complement and accent the photo. Matting will help focus attention on the photos and add visual interest and balance to a layout.

Matting a photo means to put a border around it. For a single mat, cut the cardstock  $\frac{1}{4}$ " to  $\frac{1}{2}$ " larger than the photo. Choose a color that brings out a color in the photo but that is different than the background color. Light mat colors will help lighten a dark photo and a dark mat color will make the colors look deeper and richer. Apply the adhesive to the back of the photo and adhere to the cardstock mat.

Keep in mind: Not every photo needs to be matted, and you can add more than one color mat to a photo. Remember not to take away from the photo and the focus of the layout.



## Using Enlarged Photos

Pick out your favorite photo and have it enlarged to a 5"x7" or 8"x10". Maybe turn it black and white, or give sepia a try. The enlarged photo can be a focal point, and it adds richness and flare to the layout. Maybe try printing a photo of a landscape on cardstock and make it a background of your layout. Get creative with it.





## Techniques

Once you understand the basics, the next step is to add different techniques using tools other than straight scissors and a paper trimmer.

### Paper Tearing

Tearing is simply tearing the paper to add texture to the layout. Some card stock has a white core. The core to some card stock is the same as the outside color. You can make the tear jagged and rough or straight and smooth depending on the angle you hold the paper and the speed of the tear. If you want a straight tear, lay a ruler on the paper and lift the paper along the edge of the ruler. For a semi-straight tear pull one side of the paper toward you and the other side away from you. You should never tear your pictures.



### Embellishments

Embellishments are the little things that make your project stand out or "pop". Many items can be used as embellishments. Anything you add to your lay-out to decorate it is called an embellishment. Odd numbers and triangles are pleasing to the eye and give the layout a flowing balance. You do not want one side of your layout to have more than the other.

Here are some examples. You will need to refer to the Exhibit Requirements for project guidelines.

- Ribbon and lace
- Fibers (threads, yarn and jute)
- Buttons
- Wire, paperclips and staples
- Eyelets, brads and beads
- Chipboard
- Stickers and rub-ons
- Sequins and gems
- Washi tape
- Die cuts
- Fabrics
- Crafting flowers



Embellishments should not be placed on photos as they can cause damage to the photo.

## Stamps

Stamps have been made from a variety of products over the history of stamping. Today there are multiple types of stamps available. The type of stamp you choose will determine if you need additional tools or supplies for stamping. Make sure you use photo-safe inks. As you stamp, be sure that the edges of your stamp are clean and do not touch the page. This will keep your stamping tidy. Stamps can also be an integral part of the embossing technique.

### Types of Stamps

- Wax Seal
  - Typically a metal tool that is engraved
  - The tool is chilled and used with hot wax
- Wood Block
  - Wood is engraved or carved
  - It is coated with ink and used to apply design to fabric or paper
- Rubber Stamp
  - Typically made from synthetic rubber
  - Stamp is adhered to a wooden block
- Clear Acrylic Stamp
  - Made from a photopolymer
  - Used with a clear block, which allows users to see where they are stamping
- Foam Stamp
  - Tends to be for bolder designs rather than intricate ones
  - Cheaper than rubber stamps
  - Can make your own
- Homemade Stamp
  - Can be made from a variety of vegetables
  - Can be used with ink or paint





## Inks

Just as scrapbooking has evolved, so have the types of inks that are used for stamping on paper and material. Techniques using inks have expanded from not only primary stamping but also secondary and tertiary stamping.

### Types of Inks

- Water-based Dye Inks
  - Standard ink used for stamping
  - Work great on light colored card stocks
  - Not lightfast, so they will fade over time
- Distress Inks
  - Water-based ink
  - Dry slower than a traditional water-based ink
  - Can use for embossing
  - Can use water with two colors on a page and blend them together
- Waterproof Dye Inks
  - Require a special cleaner
  - Good for embossing
  - Can color with other water-based colors and they will not run
- Pigment Inks
  - Have a glycerine base
  - Great for stamping on card stock
  - Can stamp on light and dark colored card stock
  - Great for embossing
- Hybrid Inks
  - Cross between pigment and dye inks
  - Work on most surfaces
  - Tend to dry quickly
- Solvent Inks
  - Can use on most surfaces except fabrics
  - Are permanent
  - Come in white to stamp dark surfaces
- Chalk Inks
  - Similar to pigment inks with a chalky finish
  - Hard to find
- Specialty Inks
  - Watermark and resist inks are sticky and are used for embossing powders
  - Glue pad isn't an ink, but a clear adhesive that you can use with glitter and pigment powders.



## Coloring Techniques

Stamping and coloring techniques in scrapbooking have advanced as the craft has evolved. Coloring can be simple, but if done incorrectly, can cause harm to projects and pictures. It is important to utilize archival safe products (see Chapter 2: Supplies).

- Inking
  - Using paint brushes and water with an ink pad or liquid ink
  - Adding water in a bottle to liquid ink creating a mist to spray on paper
  - Distressing edges of paper or embellishments
  - Using a dabber and foam to rub ink onto paper or embellishments
  - Using a dabber and stencil to create a background for a card or a custom photo mat



- Alcohol-based markers
  - Can be very expensive
  - Are easily blended to create a shaded or shadowed look
  - Use to color in a stamped image
  - Use to ink or distress the edges of paper
  - Color an area on a card and journal over it



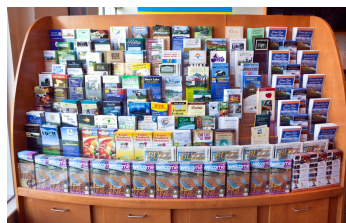
- Water-based coloring
  - Water color pencils or markers
  - Acrylic paint markers
  - Distress colors, crayons or markers (specific to scrapbooking)



## Memorabilia

Memorabilia adds a whole new element to your scrapbook pages and aids in your storytelling, which can also enhance your journaling. Memorabilia can include things such as ticket stubs, amusement park maps or wrist bands, as well as bulky souvenirs like pressed pennies or subway coins. There are several ways to incorporate your trip history onto your pages, but doing so in an archival safe way can often be tricky.

- Pocket Page
  - Sizes range from 6x6 to 12x12 inches with various pocket sizes from 2x2 to 5x7 inches or larger
  - Keeps memorabilia in separate pocket as to not touch pictures
  - Can be purchased in set sizes or can be made from vellum, mylar, or an album sleeve
  - Can be attached directly to the page or a separate piece of cardstock to hold heavy items
  - Can be used to laminate your newspaper articles
- Separation
  - Mat your original map, ticket stub, or receipt, as well as all of your photos on the page to create an archival safe barrier between your memorabilia and your photos
  - When in doubt, make a separate memorabilia page (does not count as part of album page count)
  - Create a special page dedicated to your memorabilia using either the originals or copies
- Copies (for when putting the item in your book isn't an option)
  - Grab two maps, two brochures, schedules, etc. when on your trip
  - Take a picture of the item and place the picture in your book.
  - Copy a brochure on acid-free paper to place within your layout, and keep the original in a pocket page
  - Most newspapers are now online, so printing off that special article on cardstock is a great way to be archival-safe
  - Make a copy of the original newspaper article if you want it on the same page as your photos



## Activity - Memorabilia

Choose one of the following activities to practice preservation of memorabilia and to write about to add to your record book.

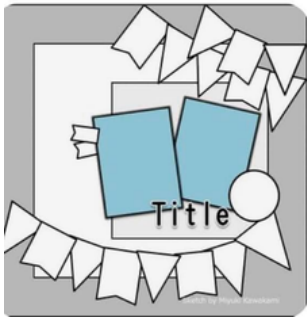
- Using the photo mat technique, adhere your favorite piece of memorabilia (ticket stub, map, receipt, etc.) to a piece of cardstock to adhere to your layout.
- Make a copy of an amusement park map. Using a shape punch, cut out places on the map that you went and place them on your layout using pop-dots or other 3-D enhancing adhesives.
- Create a separate memorabilia page and embellish it to match the opposite page, making it a two-page layout.





## Trending Layouts

As with most things, there are trends in scrapbooking. Popular colors come and go each year as does the popularity of different types of paper. Layouts follow these trends as well. Here are a few layouts that have trended over the years that might be fun for you to try. Most of them have instructional videos that can be found on YouTube or other social media.



Banner



Tile



Quilt



Sunburst



Folded Triangle



Waterfall



Peek-A Boo  
Pockets



Staggered  
Mosaic



Smash Books

Smash books are a fun scrapbooking project, but not recommended for a fair entry.



## Titles and Journaling

Each layout must be titled.

- Scrapbooking titles tell viewers what your layout is about.
- A title adds to the appeal of any scrapbooking page.
- A great title is one that creatively teases and draws others to dive deeper into the contents of a scrapbook page.

Many scrapbookers find it difficult to journal and therefore skip this important step; but journaling is one of the most important parts of preserving your memories. Remember, journaling tells the story that can last for generations.

- Why Journal?
  - While a picture may be worth a thousand words, there are some things that a photo can't convey, which is why journaling is such an important part of scrapbooking! It helps you remember and tell the details of an event that just don't show in a photo. Your journaling adds depth and emotion to a scrapbook page.
- What Is Journaling?
  - Journaling is the writing that is found on scrapbook pages. It tells the story behind your photo and helps you remember facts and details about an event that may be forgotten over time. Maybe it's simply the names of the people in the photo or a funny anecdote about the event or maybe it's just your description of your feelings during that event. Photos often start to tell a story that your journaling expands upon.
- How to Journal
  - There are an unlimited number of ways to journal in your scrapbook. The important thing is to remember to allow your personality and creativity to show through your journaling. As you journal, pretend you are telling the story to a friend and journal just as you would talk. Consider the details that might be forgotten over time, such as names, dates, locations and feelings.
  - Handwritten journals document and record memories for posterity, and your style of handwriting helps make your album very personal. While you may be conscientious about your own handwriting, it is fun to look back years later and see how your handwriting has changed. Or better yet, maybe it's your grandmother who journaled that page for you. Now, not only do you feel that memory from her story, but you feel her love from her writing.
  - Typewritten journals add neatness to your layout and allow you to tell a longer story in a smaller space than most handwriting does.

## What Do I Journal?

There are numerous creative ways to journal that help to put a personal twist on your layout and may even help tell your photo's story.

- Quotes
- Song lyrics
- Recipes
- Bucket list items or activities
- A packing list
- Activities done in a day
- Sites visited in a day
- Favorite experiences of the day
- How much did you pay for that movie ticket?



## Activity - Journaling and Titling

Choose one of the following activities to practice your journaling and titling skills and write about to add to your record book.

- Create both a handwritten and typewritten journal entry, and add them to your record book. Which one do you like better? How are they different and how are they the same?
- Look at other scrapbookers' albums and review their journaling. Make a list of questions that you think of about their pages. Is there missing information such as who/what/when/where/why?
- Create two layouts with the exact same photos. On the first layout, journal telling as much as possible and use very little decoration. On the second layout, use little or no journaling but make it very fancy with more decorations/techniques. Show both pages at your next workshop, or show friends and family and ask them to vote for their favorite page. Place both layouts or photos of your layouts in your record book and document which layout was preferred and any notable comments for or against either layout. Did they notice that they were the same photos?

# Chapter 3: What Do We Scrapbook?

Most people think of scrapbooking as just an album, but there are many different ways to scrapbook and show off your new skills . You can create a single page layout, a two-page layout, cards, tags, and many other things. Handmade cards and tags are one of the most popular and meaningful craft gifts to give or receive.

A lot of different techniques and paper products can be used to create your own personal style of art. This may include many of the techniques discussed in Chapter 2, such as stamping, die-cuts, embellishments, and coloring. You do not often find photos on cards or tags, but they can be incorporated into Christmas or graduation cards.

## Single Page Layout

Although not the most popular of the layouts, a single page layout makes a great cover page, a start to a new event or story, and it makes a great memorabilia page. It can be difficult to get all the requirements on a page, but each single layout should have a title as well as journaling to convey the story of your pictures or memorabilia on the page. Here is an example.



## Two-Page Layout

A two-page (or double) layout consists of two pages, side-by-side in your album, sharing the same color scheme, and even the same background paper, to tell the story. Both pages need to utilize the same papers, colors, and similar techniques to create a cohesive layout. Often the title covers both pages.



Sometimes the two pages go together to create a single layout like the one to the side. Of course, don't forget to journal!

**If you exhibit a one- or two-page layout, be sure to display your page(s) in a sturdy binder with archival safe sleeves.**



## Card Making

The making and giving of cards and the use of handmade tags on personal gifts creates joy for both the giver and the receiver. Many people have even made a business of selling their cards and tags to others.

Before you create your project, make sure you are using the current year's State 4-H project requirements.

First, choose your card size and orientation. Do you want it to open from the top or from the side? Do you want to get fancy and create a tri-fold card? Or maybe both sides open?

Next, choose the theme. Your cards should follow a theme whether that theme is by card type or by visual theme, or both:

- Thank you, birthday or holiday
- Farm, coffee or balloons
- Spring thank you or farm holiday
- Thank you cards are always needed after fair, and that's a fun card to make



Don't forget the greeting! Are you telling them thank you? Are you wishing them a happy birthday? Or maybe you are announcing your graduation from high school!

Carry the theme to the inside of your card. You could add a stamped phrase, verse, or song lyric to compliment your cover theme.

Stamps are very popular in the card making world, so use those to your advantage. A stamp platform is a great way to make multiple cards and get a nice clean stamp in the same place every time.

**If you exhibit cards, be sure to securely attach all required cards to a sturdy 12 x 12 inch board.**





## Creating Tags

Now that you've made your first handmade card, why not try a tag, or five? Have you ever used a piece of leftover wrapping paper to scribble, "Merry Christmas, Grandma!" and draw a Santa on it before giving it to her? Then you've made a tag! Don't forget to check the State Fair exhibit requirements for the current year to make sure you are making the correct number and sizes. Your required tags should follow a theme, such as tags for Christmas presents or goodie bags. Think outside the box, maybe it's a tag for a Halloween goodie bag. Then, decide how you want to present your tag, vertical or horizontal.

Don't forget the greeting! What kind of tag did you make? Will it say "Happy Birthday" or maybe BOO!?" Will it have "TO" and "FROM"? Maybe it's a thank you tag with a special saying stamped on it.



Now that you've learned some new techniques and seen some new ways to use those techniques, it's time to put those skills to use. What will you create?

**If you exhibit tags, be sure to securely attach all required tags to a sturdy 12 x 12 inch board.**

## Activity - What Do We Scrapbook?

Choose one of the following activities to practice making a card or tag. Write about the card or tag in your record book and include a photo.

- Research the history of card making, and tell us about it in your story.
- Sketch out a tag idea showing the front and back.
- Create a tag for a special occasion and give it to someone special.



# Chapter 4: Career Opportunities

You've completed your scrapbook project, so now what? Scrapbooking offers numerous career opportunities that allow you to use the skills that you have learned through your project. One area you could explore is magazine or publication layouts for company marketing or advertising. If you look through any publication, you will notice that the layouts presented are very similar to those that you use in scrapbooking.



Card making is a huge industry that you can get involved in through your projects. This includes designing cards for different occasions and marketing them to consumers. Tags fall into this category as well, for design and techniques used. You could sell cards and tags at craft shows or fairs.

Web design is another avenue to use your skills. Web pages are all laid out in a similar fashion as scrapbook pages balancing images and text to tell a story or give information.



Did you know that you could also scrapbook for a living? You could take pictures, memorabilia, and other items from people and put them into a scrapbook for them. This could be a chance to make money doing something you love!

You could work in or even own a scrapbook store where you can sell layouts, designs, and tools. You could also do this online through a platform such as Etsy! With your own store you could host workshops or classes for scrapbookers of all ages and skill-levels.

There are also consultant-based opportunities where you sell scrapbooking supplies through established businesses such as Creative Memories or Close to My Heart.

## Activity - Career Engagement

Choose one of the following activities to put your scrapbooking skills to use for career opportunities.

- Design a coordinated set of cardstock, papers, stickers, and embellishments that could be marketed as a scrapbooking kit.
- Use your scrapbooking techniques and skills to design a flyer that advertises a product or event.
- Use your scrapbooking techniques and skills to design a magazine or web page.

# Appendix A: Learn By Doing

Here is a compiled list of all the activities found throughout the manual. The 4-H slogan is Learn by Doing. But what does that mean? By now you've probably watched videos, attended workshops, and heard leaders explain. While those are all learning activities, they are not a real learn by doing experience. The concept of learning by doing is the experience itself, the action of performing the action rather than listening to or watching someone explain and perform the action. Below are a number of activities that embody the 4-H learn by doing slogan. Refer to the current state 4-H project requirements for items you want to exhibit.

## Activity - Why Do We Scrapbook?

Choose one of the following activities to write about and add to your record book.

- Tell us why you scrapbook. Write a paragraph and add it to your record book.
- What is an event that you'd like to scrapbook? Is it your event or someone else's? Tell us about it and why you would like to scrapbook it.
- Research other reasons why people scrapbook and how they share their creations. Write a paragraph about what you learned in your record book.

## Activity - Archival Safe

Choose one of the following activities to write about and add to your record book.

- Research ways to store and organize your photos and tell us about your plan. Add your write-up to your record book.
- Take four types of paper (cardstock, notebook paper, construction paper, and paper of your choice), and set them in a sunny window for a week untouched. At the end of the week, study the front and backs of each type of paper. Write your observations and discuss what effects this would have on your scrapbook. Include all items in your record book.

## Activity - Albums

Choose one of the following activities to write about and add to your record book.

- Visit a local store or a website that sells scrapbook supplies. Write down some of the types of albums that you find. Create a plan as to which type of album would work best for your project. Tell us which one you would choose and why and include this with your record book.
- Budgeting is an important part of this project. Create a budget for your album. Include your budget with your record book.

## Activity - Memorabilia

Choose one of the following activities to practice preservation of memorabilia and to write about to add to your record book.

- Using the photo mat technique, adhere your favorite piece of memorabilia (ticket stub, map, receipt, etc.) to a piece of cardstock to adhere to your layout.
- Make a copy of an amusement park map. Using a shape punch, cut out places on the map that you went and place them on your layout using pop-dots or other 3-D enhancing adhesives.
- Create a separate memorabilia page and embellish it to match an opposite page, making it a two-page layout.

## Activity - Journaling and Titling

Choose one of the following activities to practice your journaling and titling skills and write about to add to your record book.

- Create both a handwritten and typewritten journal entry, and add them to your record book. Which one do you like better? How are they different and how are they the same?
- Look at other scrapbookers' albums and review their journaling. Make a list of questions that you think of about their pages. Is there missing information such as who/what/when/where/why?
- Create two layouts with the exact same photos. On the first layout, journal telling as much as possible and use very little decoration. On the second layout, use little or no journaling but make it very fancy with more decorations/techniques. Show both pages at your next workshop, or show friends and family and ask them to vote for their favorite page. Place both layouts or photos of your layouts in your record book and document which layout was preferred and any notable comments for or against either layout. Did they notice that they were the same photos?

## Activity - What Do We Scrapbook?

Choose one of the following activities to practice making a card or tag. Write about the card or tag in your record book and include a photo.

- Research the history of card making and tell us about it in your story.
- Sketch out a tag idea showing the front and back.
- Create a tag for a special occasion and give it to someone special.

## Activity - Career Engagement

Choose one of the following activities to put your scrapbooking skills to use for career opportunities.

- Design a coordinated set of cardstock, papers, stickers, and embellishments that could be marketed as a scrapbooking kit.
- Use your scrapbooking techniques and skills to design a flyer that advertises a product or event.
- Use your scrapbooking techniques and skills to design a magazine or web page.



# Appendix B: Additional Resources

Check out these resources on the Internet for tips and tricks for scrapbooking. You can search on the terms "scrapbooking", "cards", "tags", or "journaling" for inspiration for your projects. Remember that web sites and pages do become obsolete, so if these no longer exist just do a search in your web browser.

- <https://www.closetomyheart.com>
- <https://www.creativememories.com/>
- <https://www.diynetwork.com/>
- <https://www.stacyjulian.com/>
- <https://www.youtube.com/c/crafttestdummies/featured>
- <https://www.youtube.com/user/jennifermcguireink>
- <https://www.youtube.com/channel/UCU5rI25q4xIYTUqQhmMRuTg>
- <https://www.youtube.com/watch?v=VS7hEG9X2xA>
- [https://youtu.be/p8rB3ejj\\_Os](https://youtu.be/p8rB3ejj_Os)

You can also visit your local library for books that will help you with these topics. Other states also have 4-H scrapbooking resources. Examples include:

Boerens, Trice, *The Complete Photo Guide to Paper Crafts*, Creative Pub. International, 2009  
*Pieces of Time*, Missouri 4-H Scrapbooking Curriculum, 2007  
*Discover 4-H Paper Crafts Clubs*, Utah State University Extension, 2014  
*Scrapbooking, a 4-H guide to preserving memories*, Ohio State University Extension, 2010  
*4-H Scrapbooking*, North Dakota State University Extension Service, 2006

Another great resource for scrapbooking ideas are your friends or 4-H leaders who also like to scrapbook. Gathering together to work on pages is one of the most enjoyable ways to work on your scrapbook projects. Sharing techniques or layout options with each other is another benefit. You can also motivate each other to finish something you've started. However you learn and work, scrapbooking is a fun and rewarding way to share experiences, memories, and life with others.