

## Single & Full Colour Jotter Pads

For childrens' drawings around edge of jotter - artwork size 40cm wide by 60cm high - **Use the blue grid side for single colour designs and the plain white side for full colour designs.**

Put the childrens' drawings around the sides and the school name and/or logo at the top or bottom.

20 children - 8cm square    25 children - 7cm square    30 children - 6cm square    36 children - 5cm square  
46 children - 4cm square

For a design featuring a logo and text positioned in a corner or across the top or bottom of the jotter pad, please send us your artwork plus instructions regarding where you would like the logo, text, etc. positioned and we will produce the layout.

## Single Colour Earthenware Mugs

Wrap-around design - artwork size 56cm wide by 21cm high - **use the blue grid side of the A1 backing sheet.**

20 children - 7cm square    32 children - 6cm wide x 5.5cm high    40 children - 5cm square

Or front only design - artwork size 13cm wide by 14cm high or send us the logo etc. and let us produce the layout for you.

## Single Colour Bone China Mugs

Wrap-around design - artwork size 60cm wide by 27cm high - **use the blue grid side of the A1 backing sheet.**

16 children - 10cm wide x 9cm high    30 children - 7.5cm wide x 7cm high    55 children - 5 cm square

Or front only design Artwork size 16.5cm wide by 18cm high or send us the logo etc. and let us produce the layout for you.

**NB If you want to use more than one colour in your mug design contact us for advice.**

## FAQs About Artwork

- 1) We have too many drawings to fit on backing sheet?** - If you have slightly too many drawings you can add an extra row to the bottom edge of the image area outside the blue template line. Or you can trim the extra white from the smaller drawings allowing them to be placed closer together.
- 2) Can you add the school name and our logo?** - Yes we can and there's no charge for doing this. Email the logo to [sales@countrysideart.co.uk](mailto:sales@countrysideart.co.uk) and hand-write your school name on the artwork kit backing sheet where you want it added. Also inform us in 'Special Instructions' on the Order Form.
- 3) Some of the children have used biro and pencil what should I do?** - We can usually manage to work with these drawings but they take a lot longer to prepare for print. So there may be a slightly delay with your order. Alternatively, if you have time, ideally ask the children to redraw their pictures.
- 4) Our very young children can only produce hand prints and they are too large to fit on the backing sheet?** If you have access to a photocopier you can reduce the hand prints to the size in the instructions. Or trim around the fingers and over-lay them.
- 5) We don't have any black hand paint?** Any really dark colour such as navy, dark green, purple etc will work but don't use pale colours as our scanner will struggle to pick up the details.



# CountrysideArt

Designers • Printers • Giftware

## School Tea Towels & Giftware

## Artwork Kit Instructions



Countryside Art Ltd.,  
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Tel: 01790 754 806  
[countrysideart.co.uk](http://countrysideart.co.uk)



## School Artwork Kit Instructions

Thank you for sending for a Countryside Art School Artwork Kit.

This sheet contains the information you need in order to use the kit (we have also included a FAQs on the reverse of the instruction sheet). But also, don't forget, our designers are only a phone call away on 01790 754806. We are only too pleased to help with any queries you may have regarding the use of this kit or if you need any other help with artwork.

### Kit Contents

**1 x A1 Large Backing Sheet** printed one side with pale blue 1cm grid lines for single colour designs and plain white on the other side for full colour designs.

**6 x A3 Smaller Sheets** printed one side only with pale blue grid lines for cutting up into individual pieces for each child's drawing. ***Please use the plain side for the actual drawings.***

**1 x Fine Black Felt Pen** - ***Artwork must be in black felt pen only for single colour designs (or black finger paint for hand-prints).*** Fine Black Felt Pens are ideal for the children to use and are easily obtainable.

***For full colour designs use felt pens or finger paints for the most colourful results.***

**1 x Order Form** - please fill in all the relevant information and return to us with your design/s.

### How To Use The Artwork Kit

The kit involves giving each child a small piece of paper to draw on (cut from one of the smaller A3 grid sheets) and then pasting the resulting drawings back onto the larger A1 grid backing sheet. ***VERY IMPORTANT - Only use the blue grid side for single colour designs and the plain white side for full colour designs.***

### Instructions

1. Each child completes their drawing in felt pen on the small piece of paper cut from the A3 blue grid sheets. ***(Important - please ask the children to draw on the plain side of the paper pencil is used under the felt pen it must be rubbed out as it can make the pictures look indistinct when printed).***
2. The template for tea towels, aprons and bags are marked out on both sides of the large A1 grid sheet. For all other products mark out the artwork size of your chosen product (sizes are all listed on this sheet)
3. The finished drawings are then pasted back onto the large A1 grid sheet using a strong glue (we really recommend Pritt Stick). You can paste the drawings right to the edge of the specified artwork size.
4. If you have slightly too many drawings you can add an extra row to the bottom edge of the image area outside the blue template line. Or you can trim the extra white from the smaller drawings allowing them to be placed closer together.
5. Fold the sheet back up carefully along the pre-existing fold lines. Mail the finished pasted-up large sheet/s back to Countryside Art with the 'Order Form' in the same box.

### What Sized Piece Of Paper Do I Give Each Child?

#### Full Colour & Single Colour Tea Towels

Artwork size 43cm by 72cm

Use the slightly thicker tea towel template line marked on the A1 backing sheet. ***Use the blue grid side for single colour designs and the plain white side for full colour designs.*** Take the pictures right up to the edge of the thicker line. We place the border outside of the thicker line.

Here is an approximate guide for what size of paper to give each child based on the number of children you want to fit on the tea towel. This will also allow spare pieces for the school name.

25 children - 10.5cm x 11cm	125 children - 4.5cm x 5cm	225 children - 3cm x 4cm
50 children - 7.5cm x 8cm	150 children - 4cm x 5cm	250 children - 3cm x 4cm
75 children - 6cm x 6.5cm	175 children - 4cm x 4cm	275 children - 3cm x 3.5cm
100 children - 5cm x 6cm	200 children - 3.5cm x 4cm	300 children - 3cm x 3cm

### Artwork Sizes For Other Products

***For all the following products you will need to mark the artwork size onto the large A1 backing sheet with the black felt pen.***

The sizes are a guide - if you have a few more or a few less children than the guide sizes do not worry.

You can either overlap some of the smaller drawings or leave slightly bigger gaps between the drawings.

All the following sizes include a few spare squares for the school name, logos etc with the exception of pencil cases where one or more squares will need saving for the school name or logo.

#### Single Colour Flat Bags - All Styles

Artwork size 35.5cm wide by 42cm high - flat bag artwork size is marked on the blue grid side of the backing sheet.

***Use the blue grid side of the A1 sheet for single colour designs.*** For a different design each side use both sides of the kit.

16 children - 8cm square	50 children - 5cm square	110 children - 3.5cm square
25 children - 7cm square	65 children - 4.5cm square	
38 children - 6cm square	85 children - 4cm square	

#### Single Colour Gusseted Bags - All Styles

Artwork size 42cm wide by 42cm high - gusseted bag artwork size is marked on the blue grid side of the backing sheet.

***Use the blue grid side of the A1 sheet for single colour designs.*** For a different design each side use both sides of the kit.

15 children - 10.5cm square	46 children - 6cm square	95 children - 4cm square
24 children - 8.5cm square	60 children - 5cm square	
40 children - 6cm wide by 7cm high	78 children - 4.5cm square	

#### Full Colour Flat & Gusseted Bags - All Styles

Artwork size 42cm wide by 42cm high for both styles of bag - artwork size is marked on the plain white side of the backing sheet.

***Use the plain white side of the A1 sheet for full colour designs.*** For a different design each side use both sides of the kit.

15 children - 10.5cm square	46 children - 6cm square	95 children - 4cm square
24 children - 8.5cm square	60 children - 5cm square	
40 children - 6cm wide by 7cm high	78 children - 4.5cm square	

#### Full Colour Spiral Bound 6 & 12 Page Calendars

A separate template is available for calendars - please ask for one to be sent.