

STEP #7: CLIP - FLIP - PRESS:

CLIP:

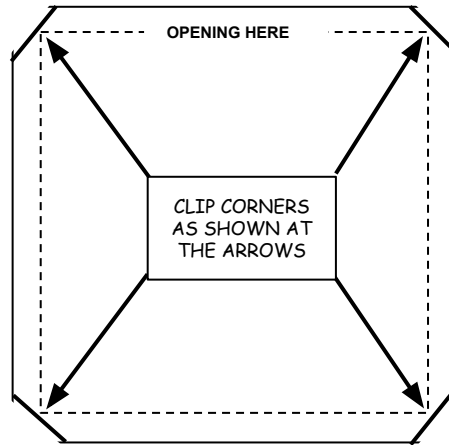
1. Clip all 4 corners.
2. Make sure to cut all the way to the stitching without cutting the stitches. *(If you cut the stitches you will get a hole in the corner).*

FLIP:

3. Flip the Hot Pad right side out through the opening.
4. Use a "Corner Pointing Tool" to help you point the corners so they are sharp.

PRESS:

5. Press the entire Hot Pad flat.
6. Make sure that opening edge is pressed flat so it matches the stitched edge, so it is difficult to tell where the opening is.



STEP #8: HAND STITCH THE OPENING:

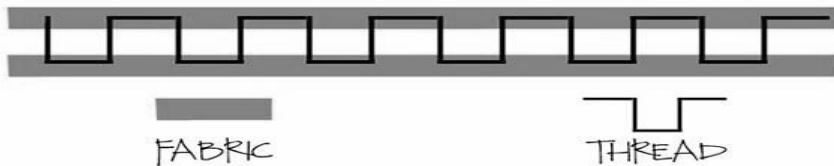
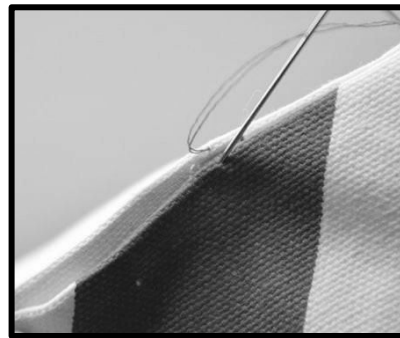
THREAD THE NEEDLE:

1. You need a Hand stitching needle
 2. Cut a piece of All-Purpose thread that is the length of your arm to your shoulder.
 3. Insert the end of your thread through your needle and pull it down so they are almost the same length, but one end will be shorter.
 4. Knot the end of the longer thread.
- ONE END WILL BE A FEW INCHES SHORTER THAN THE OTHER!**

BLIND-STITCH / LADDER-STITCH:

Make sure to watch the **DEMO** by the teacher, or get help from another student in the class who knows how to do the **BLIND-STITCH**. *(Sometimes called the **LADDER-STITCH**).*

1. Find the opening on your Hot Pad and insert the tip of the needle into the opening.



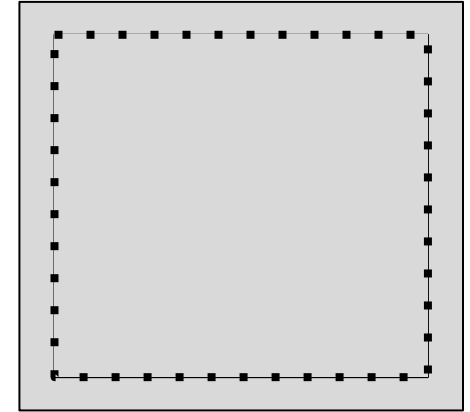
BASIC HOT PAD

INSTRUCTION SHEET - PAGE 2

STEP #9: EMBROIDERY STITCHES:

MACHINE SET-UP:

1. Place the Embroidery Foot on your Sewing machine.
2. Select the Embroidery Stitch you want to put on your Hot Pad from the Embroidery Stitch Menu.
3. Press the # key. Type in the number of the stitch into the keypad and look for the digits to show up on the screen.
4. Set the needle to stop in the Down position for pivoting.



BEGIN STITCHING:

5. Place the edge of your fabric up to the $\frac{5}{8}$ " seam allowance at the corner.
6. Guide your fabric so that the edge stays lined up with the $\frac{5}{8}$ " seam allowance. **(DO NOT PUSH OR PULL while stitching! DO NOT BACK STITCH!!!)**
7. When you get to the corners, **PIVOT** if possible, because of the embroidery stitch, corners may not align perfectly. **IT IS OK!**

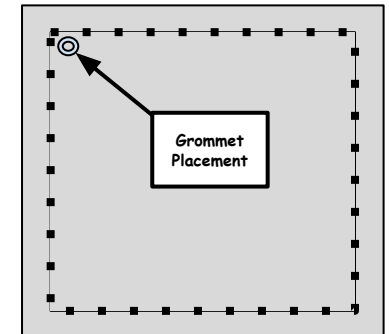
STEP #10: INSERT GROMMET:

GROMMET MACHINE SET-UP:

1. Please ask the teacher or get help from a knowledgeable student when setting up the **GROMMET MACHINE**.

MARK THE CORNER:

2. With a Sharpie, choose a corner. *(usually the corner that is the least attractive).*
3. Mark the corner just inside the the embroidery stitching. *(see diagram where it says Grommet Placement).*



INSERT THE GROMMET:

4. Follow the instructions from the Grommet demo to learn how to use the Grommet Machine.