

Christmas Planner



Get organised this Christmas and create this keepsake to look back on for years to come.

You will need:

Chipboard sheet
Christmas patterned papers
Co-ordinating cardstock
Christmas design overlay
Christmas embellishments
Alphabet stickers, stamps, rub-ons etc.
Ribbons
Black ink pad
2 binder rings
Crop-a-dile or Big Bite
Pencil
Ruler
Scissors
Adhesives
Corner Rounder
Journalling pen
Typewriter (optional)

To make the covers:

1. Cut the chipboard sheets to 12cm x 20cm. Cut two pieces of patterned paper (15 x 24cm) to cover both pieces. Stick it to the chipboard, fold the edges over and stick them in place.

2. To cover the back, cut one piece of cardstock to 10.5 x 19cm and the other to 10.5 x 30cm. Fold the larger piece to the same size as the smaller.

3. Stick the smaller piece on the back cover.

4. Cut two triangles and stick to the folded cardstock to create a pocket. Stick in place on the back of the front cover. Add a piece of ribbon along the top of the pocket.

5. Decorate the front of your planner with alphabet stickers, cardstock, ink and embellishments.



To make the dividers:

1. Cut cardstock to 12 x 19cm.
2. Using your pencil, draw a line 2cm from the right edge. Draw a tab at the top 6cm tall.
3. Cut along the line, leaving the tab.
4. Using a typewriter some other form of alphabet, add a label to the divider.
5. Repeat these steps for the other dividers - moving where the tab is to create dividers in sets of 3.

Cards:

Create a page for everyone to write their Christmas card lists.

Draw lines on a piece of cardstock, mount onto a piece of patterned paper and add the person's name.



Gifts:

Add pages to plan what gifts to buy everyone.

Using a typewriter or other alphabet, add 'Name' and 'Gifts' to a piece of cardstock. Round the corners, ink the edges and mount onto a piece of patterned paper.

Decorations:

These pages can be used to plan how you will decorate your home and to keep any plans of decorations you will be making.

For each area of your home, cut a 10 x 19cm piece of overlay. Using rub-ons, add the area name and a piece of ribbon.

You can then add all the plans for each section onto pages behind these dividers.



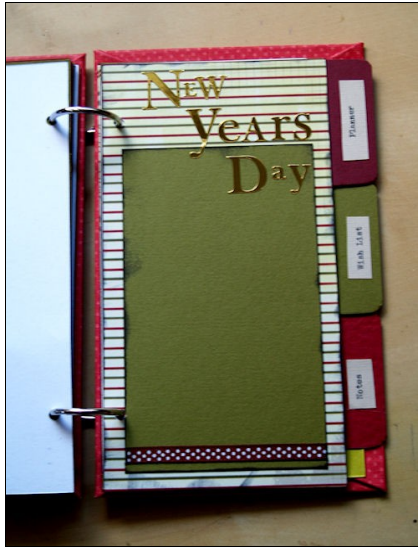
Xmas Day/ Boxing Day:

This section can be used to plan your day, add in recipes for dinner, ideas for your Christmas table, or anything else that relates to the day.

The day plan: Cut 3 small rectangles, round the corners, ink the edges, highlight the edges with a journalling pen and mount them onto the page. Add 'morning', 'afternoon' and 'evening' to each rectangle.

The table plan: Mount a rounded rectangle of distressed cardstock to the page, add 'table' using alphabet stickers.





New Year:

As with Christmas Day, this section will record all you plans & recipes for both New Years Eve and New Years Day.

The day plan: Mount a small inked rectangle to the page, add a piece of ribbon and alphabet stickers.

Planner:

This will be a quick reference to what you need to do in your preparations for Christmas.

Calendar: Using journalling pens and a ruler, draw out a monthly calendar for November & one for December onto cardstock.



Wish List:

Here you can write everyone's wish lists for this Christmas. You can also get your children to make copies of their letters to Santa to put in the planner.

Mount a piece of cardstock to the page. Using sticker alphabets * stamps, add 'Dear Santa'. Draw lines across the cardstock for your list.

Notes:

This is where you will keep anything that doesn't belong to any of the other sections. This could include little 'To Do' lists.

Again, mound cardstock onto the patterned paper pages to create somewhere for you to write.

To make sure you are extra organised, always keep a few blank pages in the back of your planner for when you need to add things to it. You will be more inclined to keep it updated if you don't have to do much work.

