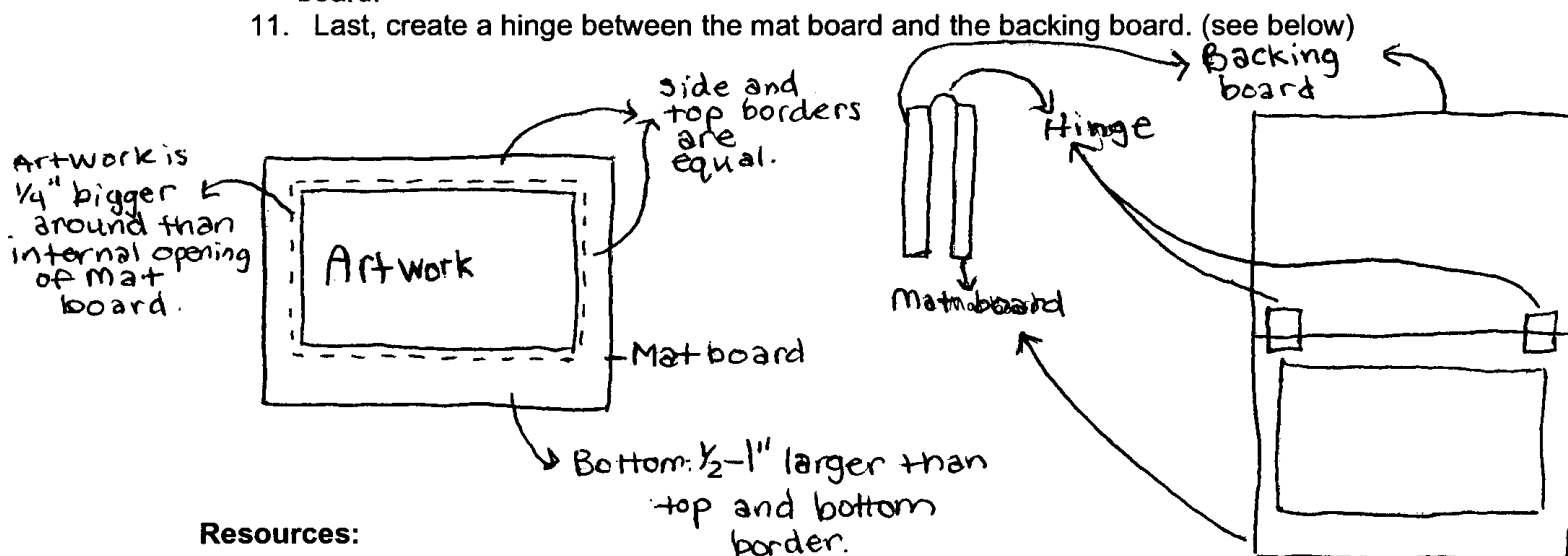


How to mat a piece of art

Materials: mat board (4 ply recommended), ruler, pencil, linen tape, artwork, foam back board (not necessary, but recommended), mat cutter (mat board can be purchased in the Book Mark)

Instructions:

1. Measure the portion of the artwork that you want to display within the mat frame
artwork: ___ height x ___ width
2. Subtract $\frac{1}{4}$ " from each measurement = ___ height x ___ width
3. Next decide on how large you want the border of your mat to be. I recommend 2-3 inches per side and top and at least $\frac{1}{2}$ -1" more on the bottom than the top and sides ($2\frac{1}{2}$ - $3\frac{1}{2}$ ").
4. Now add up those numbers:
___ (width from step 2) + ___ (side width x 2) = ___
___ (height from step 2) + ___ (top border) + ___ (bottom border) = ___
5. Cut your mat board to the width and height in your final numbers from step four using the straight edge blade.
6. Next use a pencil and a ruler to mark the top edge of the artwork. (Measure down your top width and over your side widths and place cross hairs).
7. Mark crosshairs on the bottom two corners by measure the height from step two down from the first two cross hairs.
8. Use the bevel cut of the mat cutter to cut out the inner square. Be careful in this step, making sure that you are being consistent with the direction of your cut. I suggest laying an extra scrap strip of mat board under the blade for consistency.
9. Erase all leftover pencil marks.
10. Use linen tape to adhere the top edge only of the piece of artwork to the mat board.
11. Last, create a hinge between the mat board and the backing board. (see below)



Resources:

Wet Paint

www.americanframe.com (where I buy my pre-cut mats and D.I.Y frames)

<http://dlis.dos.state.fl.us/archives/preservation/matting/mat2.cfm> (state library of archives in Florida)