



OTIS
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Self-Paced Tutorial

Reusable Traceable Student Names

Topic Area:

ELA, Reading, Writing

Duration:

30-60 minutes

Difficulty Level:

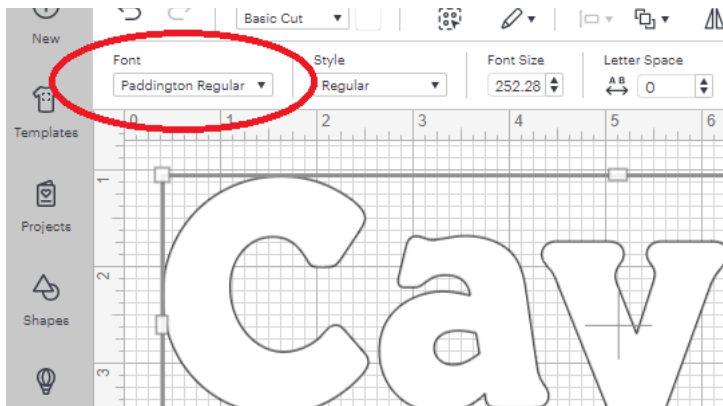
Beginner

Materials:

- Device with Cricut Design Space Installed
- Cricut Maker 3, Explore Air 3, or Venture
- Fine point blade
- StandardGrip mat
- Cricut Dry Erase Vinyl or Cricut Chalkboard Vinyl
- Transfer tape
- Weeding tool and scraper tool

Creating the Names:

1. Use the text option on the left menu to add a text box and type the first student name.
2. Under the font options at the top of the page, change the default font to a chunky font that will be thick enough to allow students to easily write over the letters. Good fonts to choose from include: Paddington Regular, Robots, Rubber Ducky, Sesame Street-Sunny Day, Terry Junior Basic, etc.





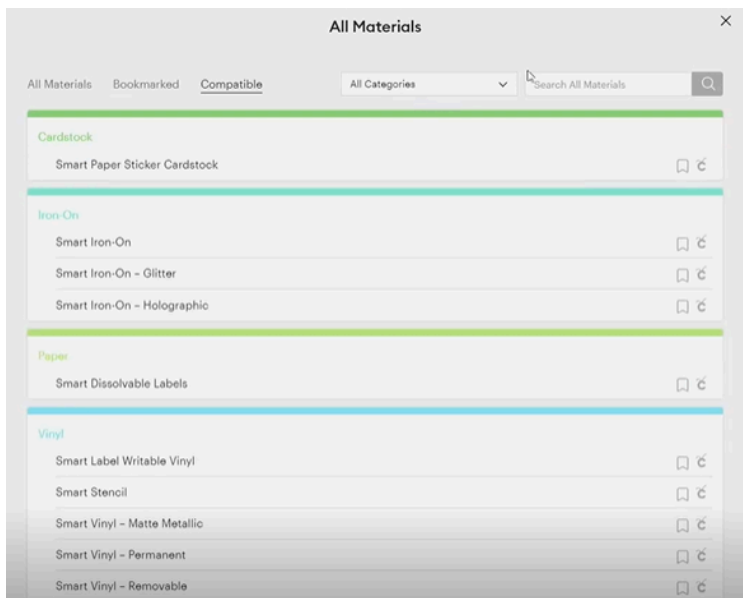
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3. Change the font size using the measurements along the top and left side of the canvas as a guide.
4. Then either duplicate the first name multiple times and change it each time to the remaining student's name, or add in a new text box for every student name.
5. If you add in new text boxes, be sure to go back and change the font to the one you have chosen and type in the exact font size you chose from the first student's name.
6. Repeat this process until you have every student's name on the canvas.

Cutting Your Design

1. Once the design has been finalized, select “Make” and confirm that the design will be created on the mat.
2. Verify that the design will cut as intended using the preview. Adjust the spacing if needed to make room between the names so they can be easily cut and applied.
3. Select the number of project copies you will need. and click apply. When everything is ready, select “continue.”
4. Use the Cricut Portable Trimmer to cut out sheets of the vinyl that is 12x12 in size and apply the vinyl to a StandardGrip mat.
5. Choose the material as Dry Erase Vinyl or Chalkboard Vinyl in the next screen.





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6. Place the mat with the vinyl onto the machine, within the material guides, and press the flashing load/unload button. The machine will take up the material and measure the mat length.
7. After this process is complete, press the flashing go button. The machine will first scan the material and detect the correct blade. Once the scanning and detection process is complete, the blade will begin making the cuts.
8. Finally, press the flashing load/unload button to remove the mat from the machine.
9. Repeat this process for each mat that you have.

Weeding the Design

1. If you have multiple mats, you can begin this process while you are cutting to make down time more productive.
2. Do a first major weed by lifting and pulling off the excess. Then, take the weeding tool and remove the more intricate pieces.
3. When all the unwanted vinyl has been removed, cut a piece of transfer tape about the size of the design. Remove the paper backing and place the sticky side over the design. Use the scraper tool and scrape the transfer tape over the design. Then, flip the design over and scrape that side to firmly adhere the design.
4. Then, carefully peel the transfer tape, making sure that your design vinyl is attached securely to the transfer tape.

Attaching the Design

1. Take the material you will be attaching your design to. Use a lint roller, tape, or lint free cloth and clean the item to remove any debris.
2. Determine where the design is going to be placed and carefully place the vinyl attached to the transfer tape onto the design. Use your fingers to smooth out bubbles.
3. Provide students with chalk or dry erase markers and have them get practicing!
4. Refer to care instructions on the specific vinyl you are using.