

How to build your Living Well Pack

You will need: A gluestick, scissors, sellotape, the toolkit print outs, folder dividers and a ringbinder.

Print off the folder sheets from the computer. If you dont have your own printer you could do this at your library.



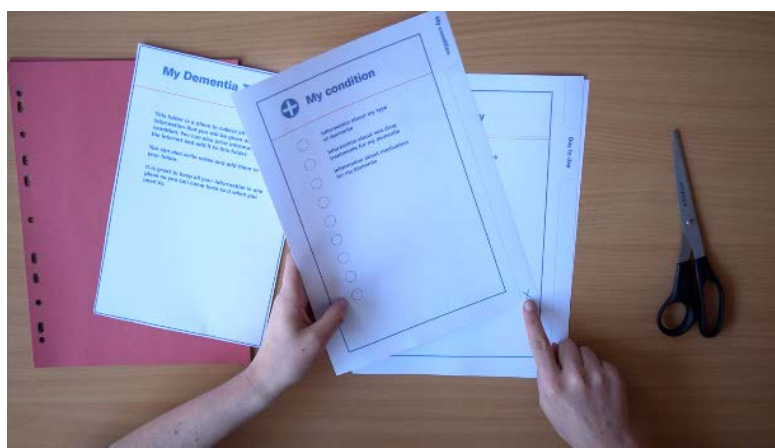
1. Buy a ring binder with two rings



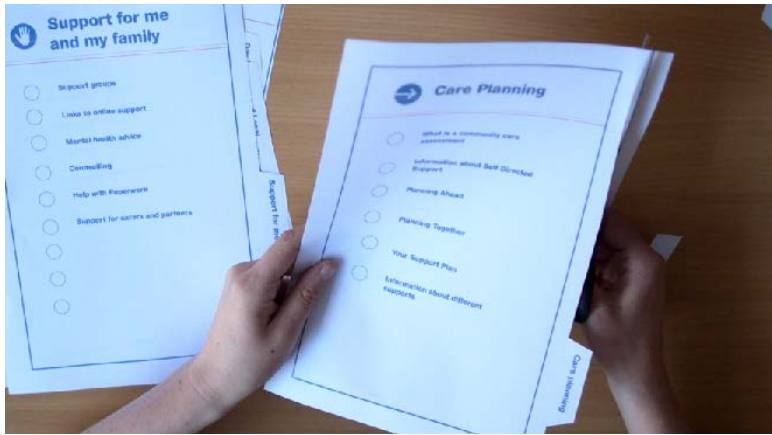
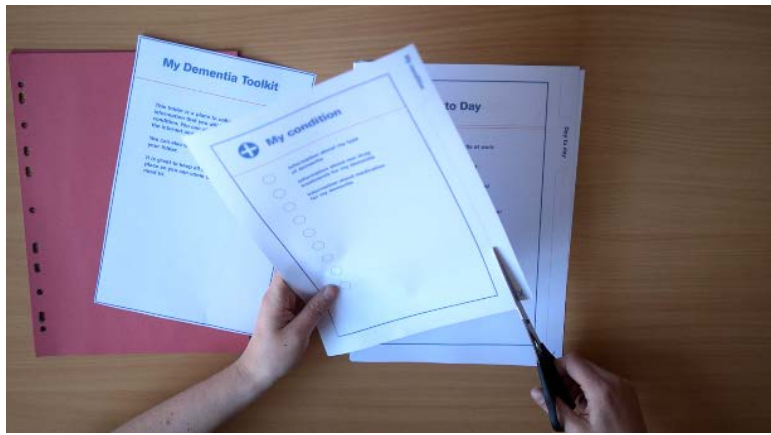
2. Buy some folder dividers



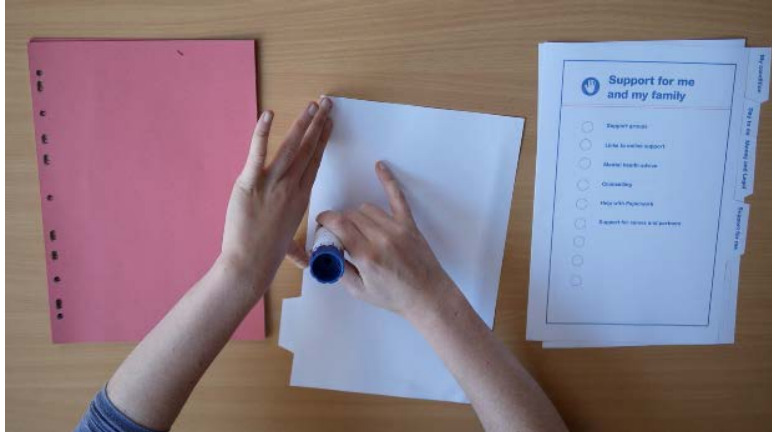
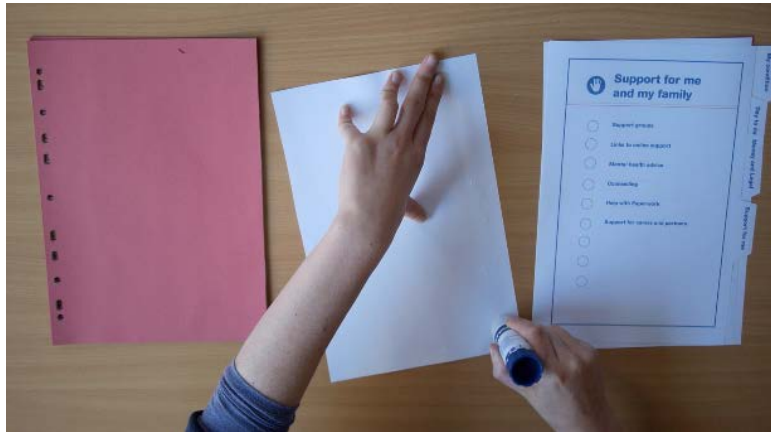
3. Cut the tabs off the folder dividers



4. Take the pack of printed sheets and cut along the dotted lines.



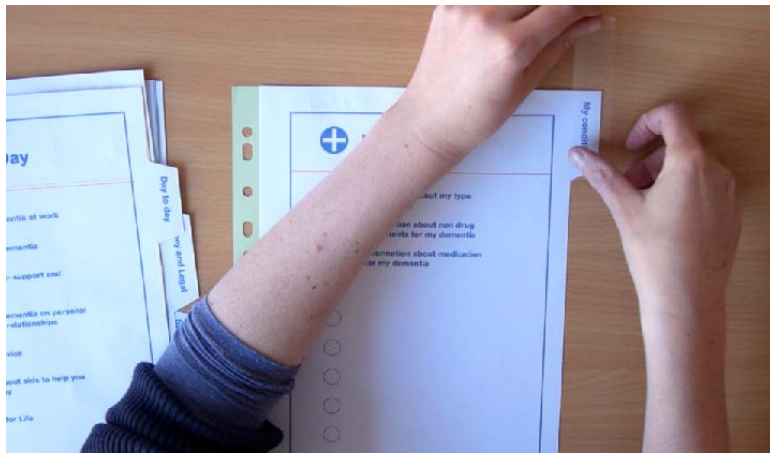
5. Repeat for all the sheets.



6. With a glue stick, cover the back of each sheet in glue (except for the back of the 'tab'- the bit that sticks out from the page).



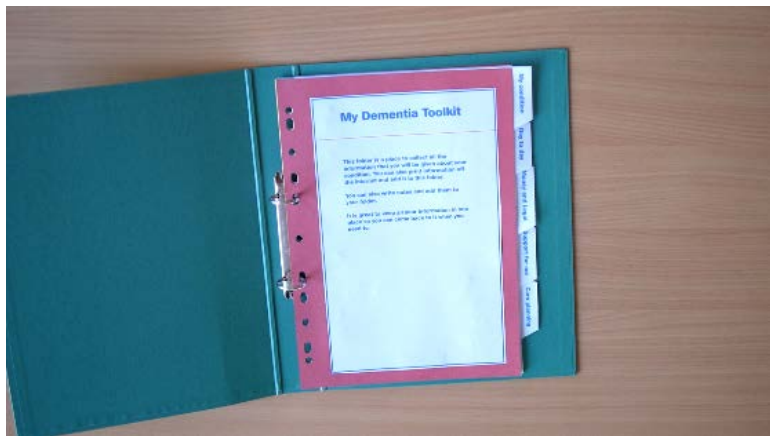
7. Line up the bottom right hand corner of the sheet with the bottom right hand corner of a folder divider and stick the sheet on to the divider.



8. If you like, you can put sellotape over the tabs to stop them from getting dirty or damaged.



9. Put all the dividers together



10. Pop them into your ringbinder!



11. You can add folders to hold pieces of information that cannot be hole punched

12. Don't forget to add your front cover! You could stick the provided logo on here, or why not add a picture of yourself or your family?

