

TAKE YOUR TIME – DON'T RUSH!

1. Refer to your completed Paws for Thought worksheets during this process.
2. Start by selecting your plaque – pick the perfect color.
3. Grab a pencil and a black Sharpie.
4. Start by **writing your message** on the back of the plaque with a Sharpie marker.
5. Next use a **pencil** to sketch out your design on the front of the plaque.
6. When you're ready, take a **black sharpie** to outline your design.
7. Select colored Paint Pens and Sharpies to complete your design. Try to **match the tip size** of the markers with how thick you need it. Little words are hard to write with thick tips.
8. Prepare paint pens on a separate piece of paper by pressing down on the tip until the ink comes out of the tip.
9. Finish off the plaque with **glued on gems**
10. Add a **border**
11. When completed – put your pens and supplies away and clean your area.
12. Pick up the wrapping supplies and put in an **insert card** in the bag. Please put the card on the side with the message. Don't cover up your design.
13. **To wrap** - one person should hold the corners of the bag while the other takes a blue and purple ribbon together and ties it shut.

THINGS TO AVOID WHILE MAKING YOUR PLAQUE

1. Please do NOT press down on paint pens when they are on your plaque! You could end up with a puddle of ink.
2. Please do not use any other glue than the one provided. Other glues don't dry in time. Glue sticks will not hold the gems over time.
3. Do not use pencil or paint pens on the back of the plaque for your message – use a black Sharpie.