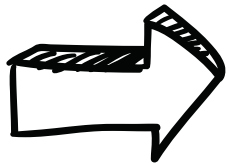
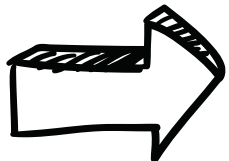


# Quick Guide to Rehousing



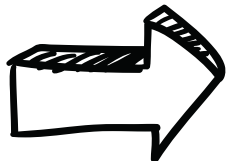
## Objects

What types of objects will you be housing? By rehousing similar types of objects together, you may be able to better determine space needed for storage.



## Materials

What materials is the object made of? The types of materials the object is made of will help to determine what materials should be used when rehousing. If the object is made of different types of materials, choose rehousing materials based on the material that is most affected.



## Supports

How was the object intended to be used? Does it need to have internal or external supports? By thinking about how an object would be used and providing support, you may be able to limit the damage from creasing, folding, etc.



## Box

What is the best type of box for your object? Will a standard sized box work? Do you need to build a custom sized box? Will you be able to use trays? By utilizing trays, you can maximize the use of space within a box.



## Storage

Where do you plan on storing your objects? What are the environmental conditions of the space? The environmental conditions may determine what objects you plan on storing in the space? What are the space limitations in storage? Do you have adjustable shelving? Space limitation will determine if you can use standard boxes or is you need to make custom boxes,

# Making a 10" x 12" x 6" Box

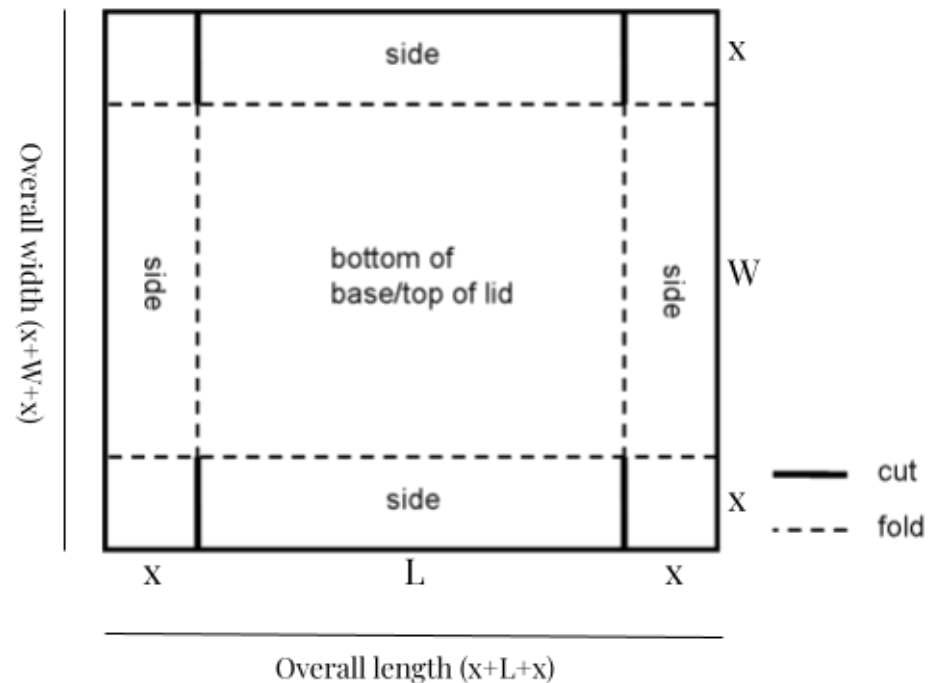
**Tools:** Utility knife, pencil, and bone folder

**Step 1:** Find the overall width and length of the box.

**Step 2:** Mark dimensions of box on the board using a ruler and #2 pencil, using the diagram as a guide.

**Step 3:** Cut along the bold lines seen in the diagram.

**Step 4:** Score along dotted lines and then crease.



**X = 6 in. (height)**

**W = 10 in. (width)**

**L = 12 in. (length)**

**Overall Width = 22 in.**

**Overall length = 24 in.**

# Making a 10" x 12" x 6" Box

**Tools:** Utility knife, pencil, and bone folder

**Step 1:** Using the same directions and diagram for making a box, find the overall width and length using the exterior dimensions of the box. Add  $\frac{1}{4}$ " to the dimensions to account for folding and glued flaps.

**Step 2:** Mark dimensions of lid on the board using a ruler and #2 pencil, using the diagram as a guide.

**Step 3:** Cut along the bold lines seen in the diagram.

**Step 4:** Score along dotted lines and then crease.

**Step 5:** Glue flaps to sides using hot glue.