

## Print Mounting

### How to cut and mount an A4 print. N.B. All measurements are in millimetres

A4 = 210 mm wide X 297 mm high

Mounting board required 840mm X 594mm

#### Tools and Materials Required:

1. Your A4 Print
2. Mounting Board colour off your choice
3. Stanley knife & spare blades
4. Bevel edge cutter & spare blades (Logan)
5. Ruler & Straight metal edge
6. Scissors
7. Tape Pencil Eraser
8. Cutting board MDF or Hardboard

#### Health Warning: Stanley blades are very very sharp. Be careful and take your time.

Before you start to avoid marking the mounts make sure your hands and all tools are clean. An Eraser can be used to remove smudges and marks.

**Use the cutting board not your kitchen or dining table !!!!!!!!!!!**

#### Lets get started

Cut your mounting board into four equal pieces. This will give you four new mounts each 420mmX297mm . These can be used to mount your prints in landscape or portrait format.

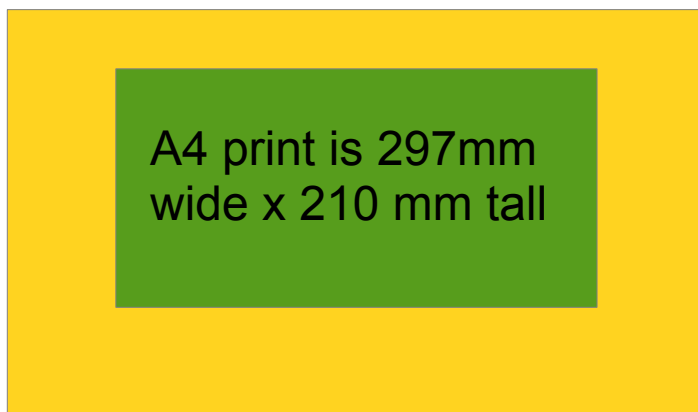


Figure 1 – Landscape – full  
Sheet measures  
420mm wide by 297 mm tall

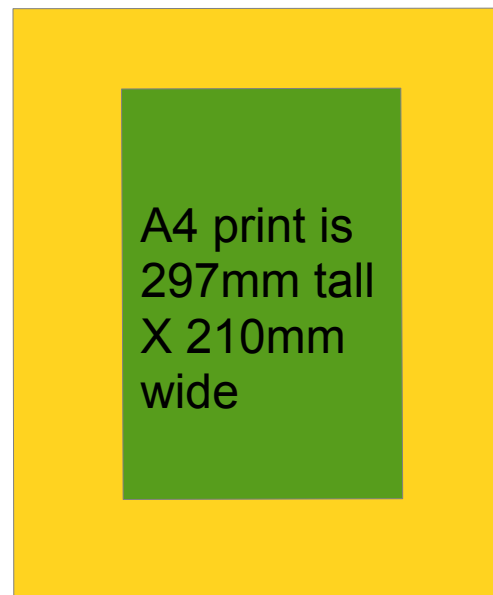
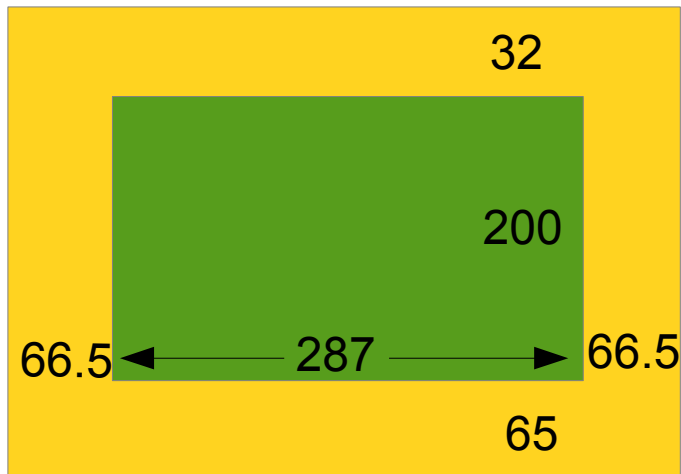


Figure 2 – Portrait – full  
Sheet measures 297mm  
Wide by 420mm tall

With pencil and ruler mark out the following opening on the back of the mount.

MEASURE TWICE & CUT ONCE.

Remember all measurements are in millimetres



Landscape opening above,  
opening is 287mm wide x  
200mm tall

Portrait opening on right,  
opening is 200mm wide x  
287mm tall.



With the Stanley knife or bevel cutter and using the straight edge as a guide cut out the opening from the back of the mount.

Put a small amount of tape on the back top & bottom edge of the print you are going to mount.

Place the new mount over the print and position it evenly around the image.

Turn the mount & print face down, place a piece off mounting board 25/30mm smaller than the mount on the back and tape it in place.

The waste from the opening you cut can be used here or later as a backing board.

**CONGRATULATIONS - YOU HAVE JUST MOUNTED YOUR FIRST PRINT!!**