

# INTEROFFICE ENVELOPE BACKPACK

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STEP-BY-STEP INSTRUCTIONS  
BY RACHEL FAUCETT



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**RACHEL FAUCETT**

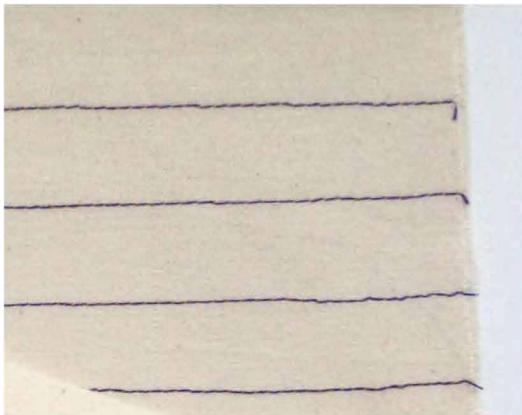
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## PATTERN PIECES

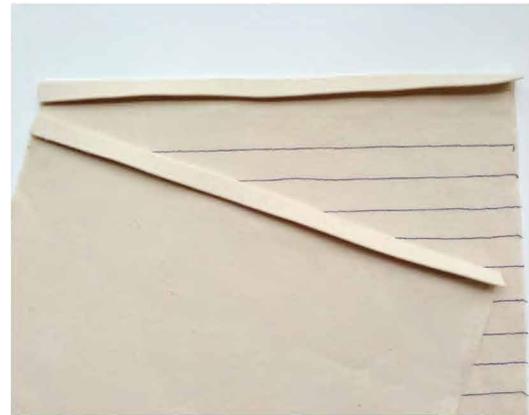
- FRONT: 13" X 16" (CUT 2)
- BACK: 13" X 16.5" (CUT 2)
- FUSIBLE WEBBING
- 13" X 16" (CUT 1)
- 13" X 16.5" (CUT 1)
- FELT FLAP TEMPLATE (CUT 1)

## MATERIALS (FINISHED SIZE: 12"x15")

- UTILITY CANVAS FABRIC
- THREAD
- 20" HEMP CORD
- 1" WIDE NATURAL TWILL TAPE STRAP: 32" LONG (CUT 2)
- BUTTONS (2)
- FUSIBLE WEB
- DENIM/JEANS SEWING NEEDLES & HAND SEWING NEEDLES
- WATER-SOLUBLE PEN
- 9" X 12" WOOL FELT SHEET



1. Get to know your machine by stitching horizontal lines across your fabric, creating a linear pattern. Use the spacer guides provided on your machine to make stitch lines approx 1" apart from each other. See if you can eyeball your spacing evenly once you feel comfortable!

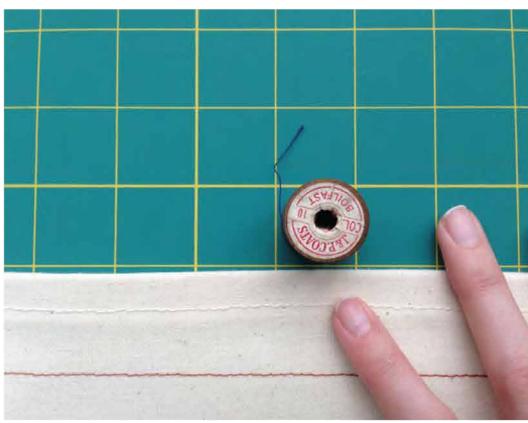


2. Fold under the top of your bag at 1/2" toward the WS\* and press seam. Fold under at 1/2" once more and press again.

\* WS = Wrong side of the fabric; the back of the fabric

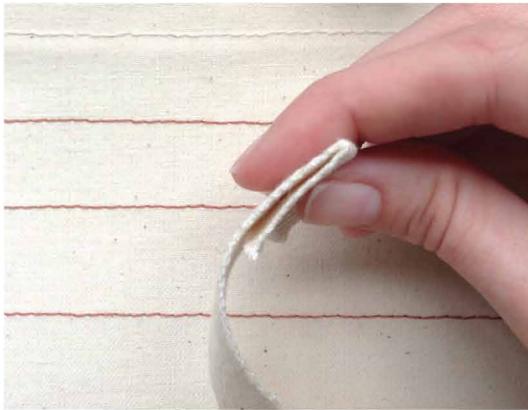


3. With WS facing, sew this seam as close as you can to the open edge at about 1/8". You will have to adjust your needle position to obtain this width. Repeat this step on the top edge of the back piece as well.



4. You will now determine the placement for your straps. It helps to use a gridded cutting mat, but you are also welcome to simply eyeball it. With RS\* of the BACK piece facing you, determine the mid-point at the top of your bag. There should be 6 inches on each side of your mid-point.

\* RS = Right side of fabric; the front side of the fabric



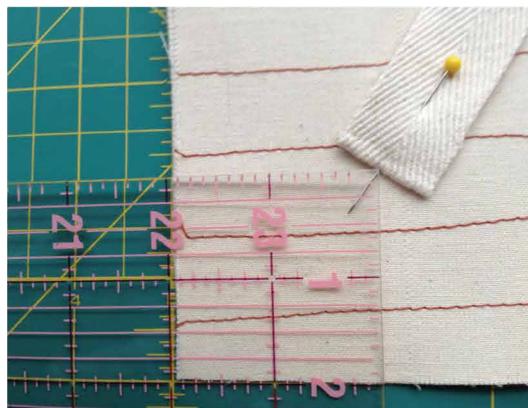
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5. Fold the raw edges of your straps under 1" and press.



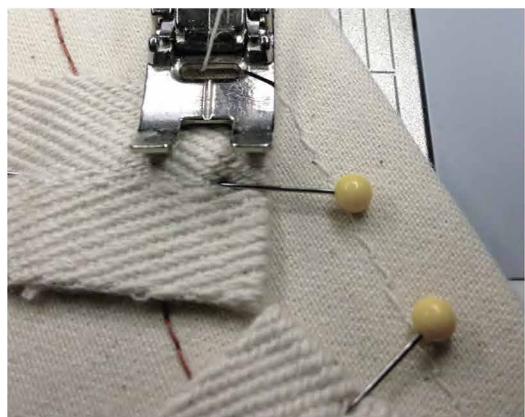
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6. Pin your straps as shown to the top of your bag (right below your stitching).



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7. At the bottom of the bag, measure in a 2" square on each side and pin your straps in place.



8. Line up the folded edge of your strap with the right edge of your presser foot, and adjust your needle to the farthest right position. Increase your stitch width to about a 3 - 3.5 and stitch in place. Don't forget to back tack\* when you begin and when you reach the end of the strap.

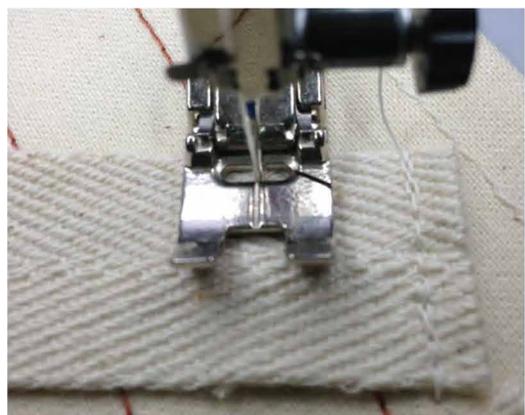
\* back tack = Sew a stitch or two in reverse to secure your work.

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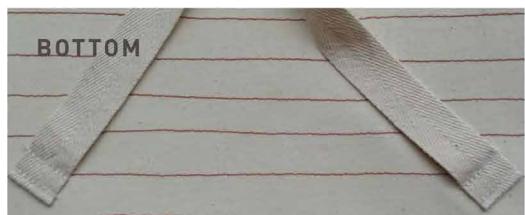
9. With the needle still in the downward position, raise your presser foot and pivot the bag so the edge of the second strap is now in line with the edge of the presser foot. Lower your presser foot, and repeat the stitching process again.

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10. Now stitch the lower edge of your 1" fold on your straps. Return your needle back to its center position and place the innermost LEFT edge of the presser foot right against the bulk of the fold-under. Don't forget to back tack at both ends!

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11. Repeat this step for the straps at the bottom of the bag as well. Clip your loose threads. When you're finished your straps should look something like this photo shown. (top and bottom)



12. With RS together, line up the **BOTTOM** of your bag **FIRST** and pin in place.

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13. You should have a difference of about 1/2" in height between the front and back of your bag. (The back of the bag should be tallest) Pin all your side seams together, making sure the straps are pulled up to the top of the bag, so as not to get in the way of your seam allowance.

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14. Starting at the **TOP** of the lowest edge, make about 3 stitches and then back tack to the top of the lowest edge. Stitch up the side seams using a 1/2" seam allowance.

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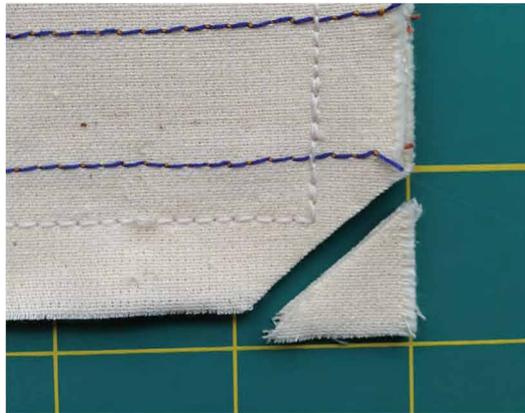


15. Once you reach the corner with about 1/2" seam allowance remaining, make sure the needle is in the downward position and raise the presser foot. Pivot the bag so the edges of your fabric line back up at the 1/2" mark on your machine. Lower the presser foot and continue your stitching.



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16. When you finish sewing up your side seams, your bag should look something like this.



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17. Clip the corners of the bottom of your bag about 1/8" away from your stitch lines. (This helps create a neater corner, when you turn your bag right-side out.)



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18. Using an iron, press your seams open as best you can around the side edges of your bag.



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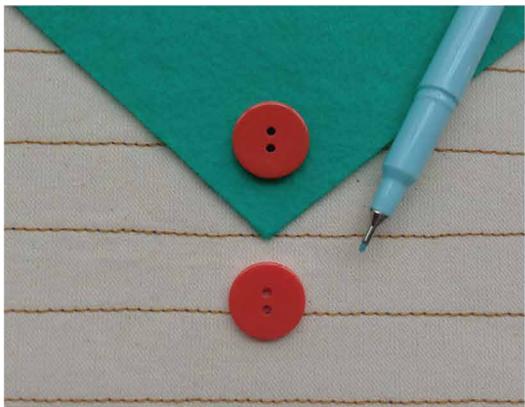
19. Flip your bag back to right sides out! One of the most exciting steps!



20. Use a pencil, ruler, or bone folder to carefully poke out and shape your bottom corners.



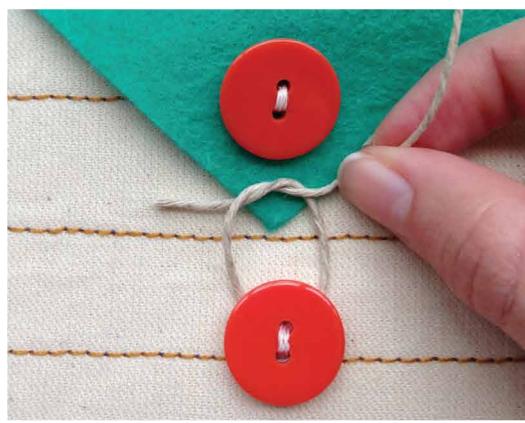
21. Pin your felt flap to the back of your bag, being sure to line up those top edges evenly. Using the 1/2" difference of the lower edge as a guide, increase your stitch width to 3.5 and change your needle position 2 clicks to the right; stitch felt down at 1/4". Don't forget to back tack at the beginning and the end!



22. You're almost done! Decide where you want your buttons – 1 on the flap and 1 on the bag. Using your water-soluble pen, mark through the holes in your buttons so you'll know where to sew. You want to make sure you get a really strong, obvious mark before you move your button too far!



23. Hand sew your buttons to your flap and your bag.



24. Take your 20" hemp cord and tie it in a double knot around the lower button.



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25. To secure your bag closure, wrap the cord around both buttons several times and then tightly around the top button!



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26. You're done!