

## How to Make a Card File using Silhouette studio:

- 1) Make sure your page setup is width 8.5, height 12.0 using the toolbar on the right.



- 2) On the left toolbar, click on drawing tools and choose the rounded rectangle.



- 3) Draw a rectangle don't worry about the size right now. Do not click off the rectangle.
- 4) On the right toolbar, click on the transform button.



- 5) Then click on the scale button in the task pane that opens on the right.



- 6) Change the width of the rectangle to 5.5
- 7) Change the height of the rectangle to 4.25
- 8) Click on the apply button.
- 9) On the right toolbar, click on the replicate button.



- 10) Choose the duplicate button below.



- 11) Draw a box around both of the rectangles on your screen.
- 12) On the toolbar at the top of the screen, click on the weld button.



- 13) On the left toolbar, click on the line tools button.



- 14) Click on the draw a line.
- 15) Hold your control key while you draw the line so it will be straight. You can draw anywhere on the screen inside the two boxes.
- 16) Click on the line to select it.
- 17) Highlight the boxes again like we did in step #3.
- 18) Click on the transform button again.



- 19) Click on the vertical middle align.



- 20) One the right toolbar, click on the line style panel button.



- 21) Make sure you are only selecting the middle line.
- 22) Change the line style to the four option down.



- 23) On the left toolbar, click on the text button.



- 24) Click in the bottom box and type whatever you would like the card to say.
- 25) Click off the text box and back on.
- 26) On the right tool bar, click on the Open Text Style Panel button.



- 27) Choose a font of your choice.
- 28) Then resize your font to whatever size will fit in the box.