

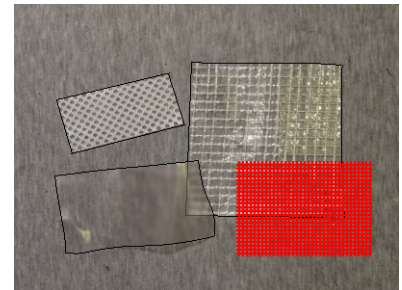
Window Pouch

Carol A. Brown

This pouch is useful for carrying and organizing flat materials like business cards. One side has a window with a zipper and the other is perfect for embroidery. The pouch is quick to make and can be made in any size. (If you plan to use the pouch for printed paper, I recommend avoiding vinyl for the window because the ink can transfer to the vinyl and can even stick. However, windows made of reinforced plastic have given me no such trouble.) Athletic mesh fabric and window screening will also work as window materials, as will a piece of discarded shower curtain.



You can also make pouches for thicker materials if you make them big enough. If you center the zipper on the front rather than putting it near the top of the pouch, you can make a pouch for facial tissues.



Your embroidery will appear on the back of the pouch, with top stitching 1/2" from all edges. If you do not want the top stitching to cover any part of your design, then make sure that the design is at least 1" smaller than the pouch in both dimensions. Keep the design size in mind while planning the dimensions for your pouch. *I prefer to leave an inch margin on all sides so that the design doesn't appear crowded. My design is almost 4" wide so my pouch will be 6" wide.*

To determine the width for your pouch, measure the widest item you wish to contain. Add at least 1/2 inch to that measurement, to allow for the space taken by the zipper slider; you will not be able to unzip the pouch past it. Allow extra width for the depth of what you will contain, and add an additional 1" for the mitered frame that surrounds the usable portion of the pouch. Width = _____. *I plan to keep business cards in my pouch; the cards are 3 1/2" wide so the 5" of usable pouch is sufficient.*

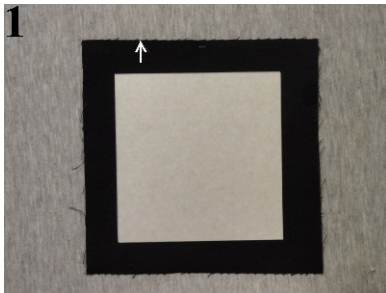
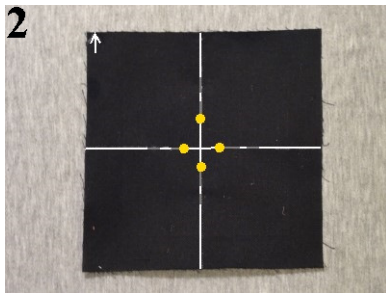
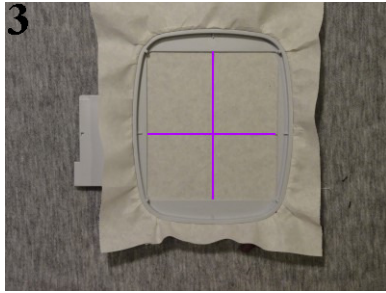
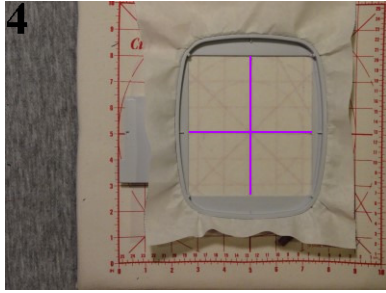
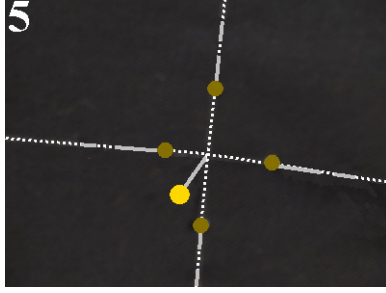
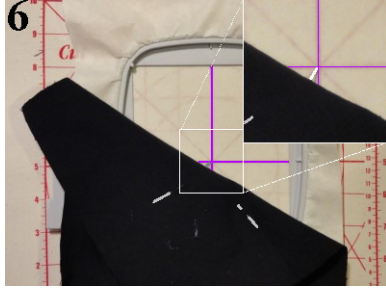
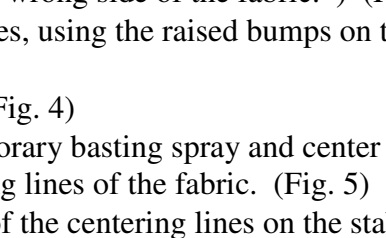
For a square pouch, the height will be the same as the width. (I didn't have to tell you this, did I?) A square pouch will be most suitable for a round design such as a **Fancy Swirl**. If you prefer a rectangular pouch, then the height can be whatever you want. Be sure to add height to accommodate the depth of what you will contain and 1" for the mitered frame. Height = _____. *My design is square so I will use 6" for the height, too.*

Materials:

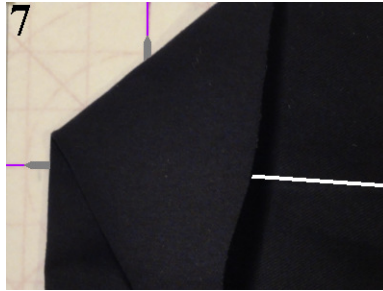
1. Denim or other sturdy fabric for **fabric frame**: Width + 2-1/2" by Height + 2-1/2". Use fabric at least this size. After embroidering you will trim the **fabric frame** to its finished size of Width + 2" by Height + 2". *I need an 8-1/2" square of fabric for my pouch and I will trim it to 8" x 8" after embroidering.*
2. Quilt fabric for **lining**: Width - 1/4" by Height - 1/4". *My lining will be 5-3/4" x 5-3/4"*.

3. Medium weight fusible interfacing: same size as **lining**. *My interfacing will be 5-3/4" x 5-3/4"*.
4. Vinyl, reinforced plastic, athletic mesh, or window screen mesh for **window**: same size as **lining**. *My window will be 5-3/4" x 5-3/4"*.
5. Medium weight cutaway or tearaway stabilizer.
6. Two pieces of Sulky Totally Stable stabilizer, larger than the design.
7. 1 nylon zipper, at least a few inches wider than the pouch width.
8. *Fancy Swirl* embroidery design of your choice.
9. Embroidery and bobbin thread: as needed for your design.
10. Regular sewing thread: to match or coordinate with **fabric frame**.
11. Temporary basting spray.

Embroider Design:

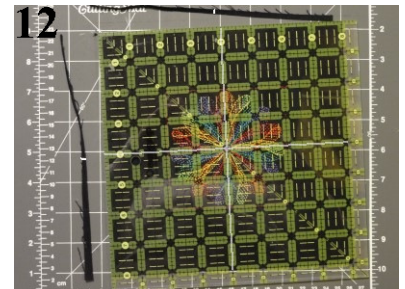
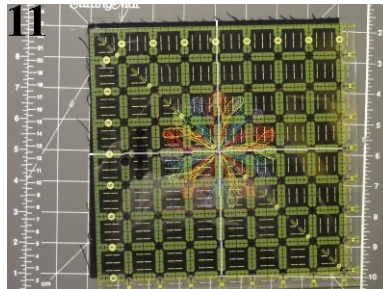
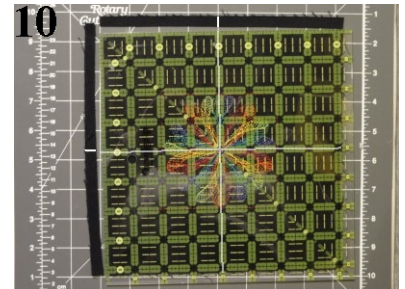
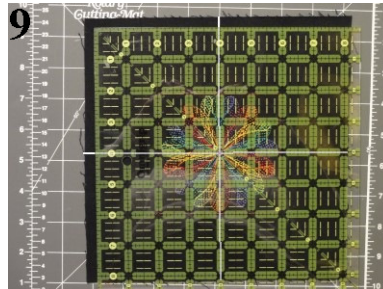
1. Place your **fabric frame** fabric wrong side up on your ironing board. Center the first piece of Totally Stable stabilizer on the fabric, shiny side down. Fuse in place, following the directions provided for the stabilizer. Repeat for the second piece of stabilizer. Check the edges of the stabilizer to make sure it is securely fused. (Fig. 1)
 
2. Turn your fabric right side up. If the fabric has a nap, mark the edge you want to be the top of the pouch. With a removable marker, draw centering lines on the right side of your **fabric frame** fabric. *My fabric is 8-12" square so my centering lines are 4-1/4" from side and bottom.* (Fig. 2)
 
3. On each leg of the centering lines (north, east, south, west), insert a pin so that the head of the pin is toward the center and the point of the pin faces away from center. Stab the pin down, then up, then down again. (The pin point should be visible on the wrong side of the fabric.) (Fig. 2)
 
4. Hoop stabilizer and draw centering lines, using the raised bumps on the inner hoop as a guide. (Fig. 3)
 
5. Place the hoop on a padded surface. (Fig. 4)
 
6. Spray the back of the fabric with temporary basting spray and center in the hoop. Stick a pin through the intersection of the centering lines of the fabric. (Fig. 5)
 
7. Stick the pin through the intersection of the centering lines on the stabilizer. (Fig. 6)
 

8. Rotate the fabric as needed until the pins are all aligned with the centering lines on the stabilizer. Lift the edge of the fabric to see whether the pins line up properly. You can see two or three pins at a time. (Fig. 7)
9. Pin the fabric to the stabilizer outside the hoop.
10. Select your design and position it so it will be centered on the fabric. Use your machine's fix baste function if you have one, or hand baste the fabric in place.
11. Stitch the design. (Fig. 8)
12. Trim excess stabilizer.



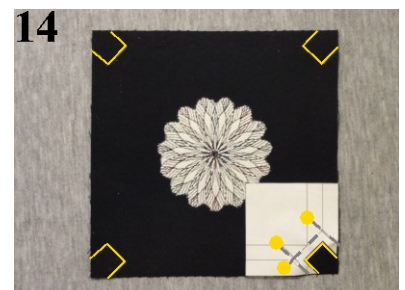
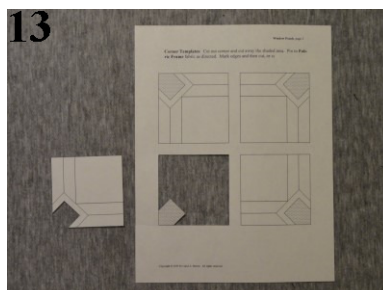
Trim Fabric to Size:

1. Position your ruler so that the centering lines are 1/2 the width measurement from a side edge and 1/2 the height measurement from the top. *My fabric frame needs to be 8" square. I position a ruler on my fabric so that the centering lines are 4" from the left side and the top of the ruler. (If I were right-handed I would position my ruler 4" from the right and top instead.)* (Fig. 9)
2. Trim the fabric at the edges of the ruler. (Fig. 10)
3. Turn the fabric 180°. Position the ruler as before, checking also that the total dimensions will be correct in each direction. *I position the ruler as before, checking also that the total dimensions will be 8" in each direction.* (Fig. 11)
4. Trim the excess fabric. (Fig. 12)

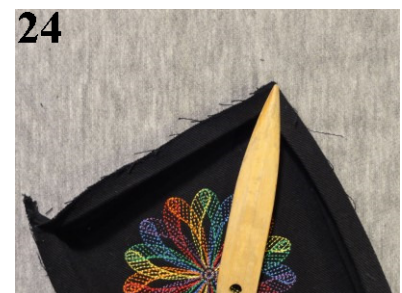
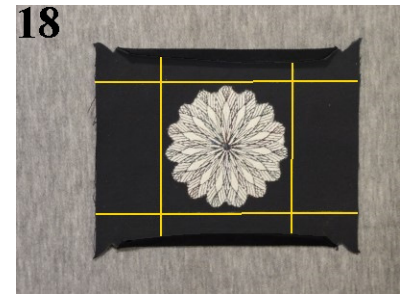
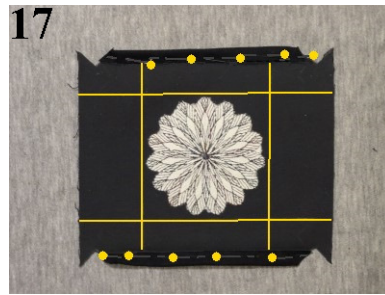
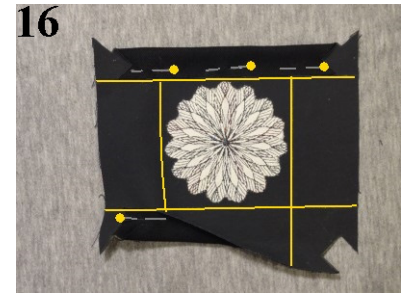
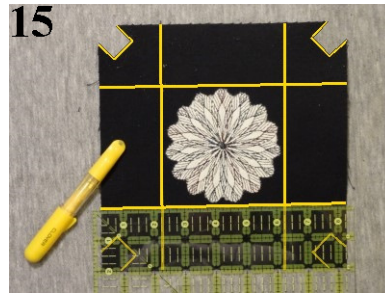


Construct Fabric Frame:

1. Print Corner Templates on the last page of these instructions. Cut out one or all corners. Cut out the shaded corner from the template(s). (Fig. 13)
2. Place **fabric frame** on table, wrong side up.
3. Place the template at a corner of the fabric with the cut out corner of the template at the corner of the fabric. Align the template at both outer edges. Pin in place or hold steady with one hand, and mark the edges of the cutout section with a marking tool. Repeat for remaining corners. (Fig. 14)



4. Place a ruler on each edge of the fabric, parallel to the fabric edge and 2" away. Mark a line with a marking tool. (Fig. 15)
5. Cut out the marked corners. (Fig. 15)
6. Place the **fabric frame** wrong side up on the table. On two opposite edges, fold the raw edges up to meet the marked lines and pin in place. Press flat. (Fig. 16)
7. Unpin the folds.
8. Fold the raw edges up to almost meet the creases and pin in place. Press flat. (Fig. 17)
9. Unpin the folds. Refold the double hems and press again. (Fig. 18)
10. Repeat Steps 6 through 9 for the remaining edges. (Fig. 19)
11. Fold each corner so that the raw edges are to the left and the diagonal corner is at the right. Align the raw edges and pin the seam. Make sure the creases on both layers of fabric line up. (Fig. 20)
12. Set stitch length to 1.5 mm. Stitch seam: begin at the raw edge, pivot at the first crease and continue to stitch off the fabric at the corner. The short stitch length makes it unnecessary to back stitch. (Fig. 21)
13. Trim the corners and snip almost to the point of the pivot. Be careful not to cut past the stitching. (Fig. 22)
14. Press the seams open. A point presser will allow you to get into the corner. (Fig. 23)
15. At each corner, make sure the seam allowances are flat. Pinch both layers of the double hem against a point turner tool and flip right side out. Sharpen the corner. (Fig. 24)

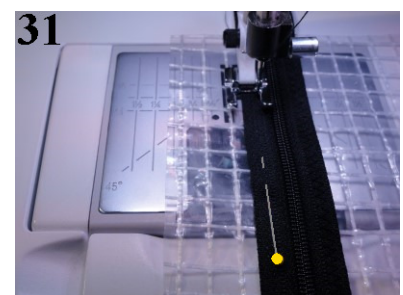
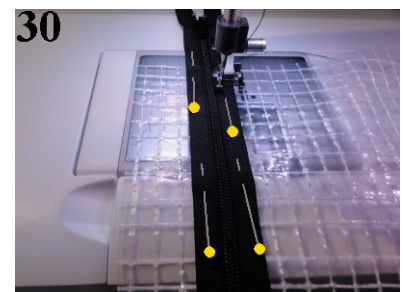
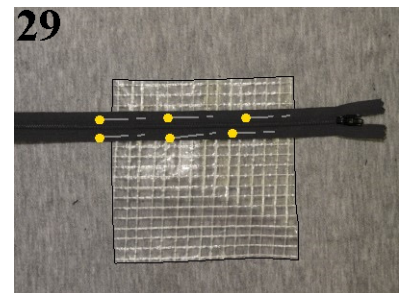
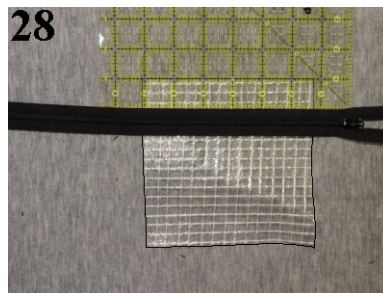
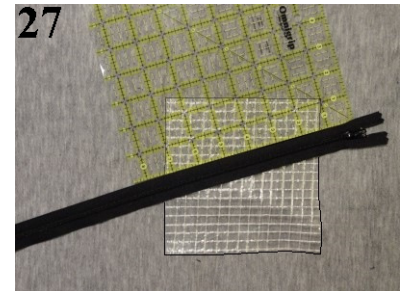
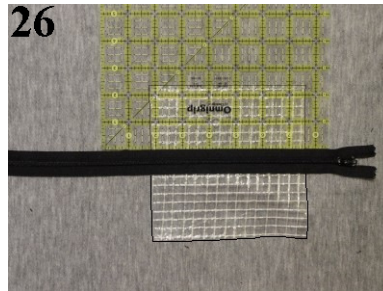


16. Fold the double hem in place and press flat. I suggest smoothing and pressing one quadrant of the **fabric frame** at a time. (Fig. 25)



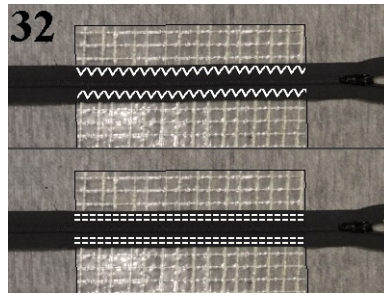
Prepare the Window:

- Place the vinyl, reinforced plastic, athletic mesh, or window screening for your **window** on the table. If there is a right side to the material, put it facing up.
- Place the zipper, right side up, on top of the **window**. You may place the zipper at the center of the **window** as in Figure 26, on a diagonal, as in Figure 27, or near the top of the pouch, as in Figure 28. *I placed my zipper 1" from the top edge. Place your zipper to please yourself.*
- Use a ruler as a guide to make sure the zipper is straight. Shift the zipper so that the slider is beyond the **window**. (You won't have to sew around the bulk of the slider.)
- Pin the zipper to the **window** on both sides of the zipper tape. Arrange the pins so that you can sew both sides starting at the same side of the **window**. (Fig. 29)
- Set your sewing machine for a zigzag stitch that will fall on the left half of the stitch area. If such a stitch is not available, use a left needle stitch position.
- NOTE: To avoid perforation, use 3.0 mm or longer stitch length for all seams that include the **window** material.
- Choose an open toe or utility presser foot. (For vinyl, use a Teflon foot.)
- Place your **window** under the presser foot so that the left outer edge of the foot butts up against the right side of the zipper coil. Stitch the seam, removing pins as you come to them. (Fig. 30)
- If you don't have a zigzag stitch as described above, stitch another line of straight stitching near the outer edge of the zipper tape.
- Set your sewing machine for a zigzag stitch that will fall on the right half of the stitch area or a right needle stitch position.
- Place your **window** under the presser foot so that the right outer edge of the foot butts up against the left side of the zipper coil. Stitch the seam, removing pins as you come to them. (Fig. 31)

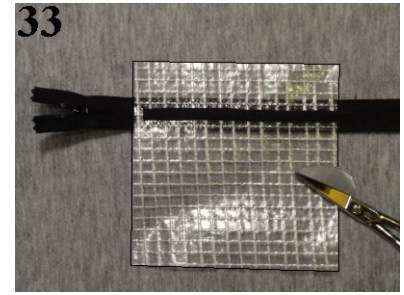


12. If you don't have a zigzag stitch as described above, stitch another line of straight stitching near the outer edge of the zipper tape.

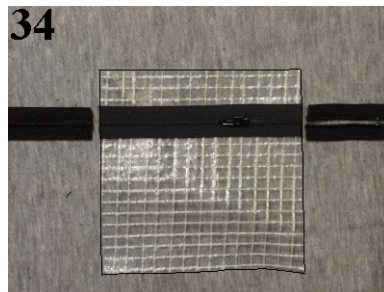
13. Figure 32 shows the zipper stitched with zigzag (top) and two rows of straight stitching (bottom).



14. Turn the **window** wrong side up. Beginning at the closed end of the zipper, trim the fabric from behind the zipper coil. Leave about 1/4" uncut at the open end of the zipper. (Fig. 33)



15. Slide the zipper slider toward the middle of the **window**. Trim the excess zipper tape even with the edges of the **window**. (Fig. 34)



16. Fuse interfacing to the wrong side of the pouch **lining**.



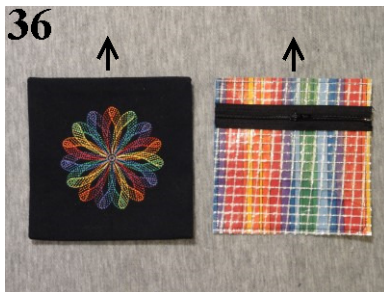
17. Place the **lining** right side up on the table, oriented so that the side you want to be at the top of the pouch is positioned there.

18. Place the **window** on top, right side up, and oriented with the top of the **window** where you want it. Pin together near the raw edges.

19. Baste or stitch together 1/4" from the raw edges. (Fig. 35)

Finish the Pouch:

1. Place the **fabric frame** embroidered side up on the table next to the **window**. Make sure that the tops of both sections are facing the same way. (Fig. 36)



2. Turn the **fabric frame** over so that the top of the embroidery is still at the top of the **fabric frame**. (Fig. 37)



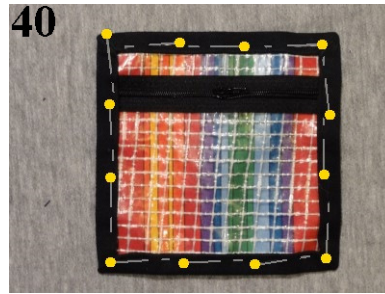
3. Center the **window** on top of the **fabric frame** without changing the orientation of either piece. (Fig. 38)



4. Hold the pieces in place with one hand. With your other hand, tuck a corner of the **window** into the **fabric frame**. (Fig. 39)

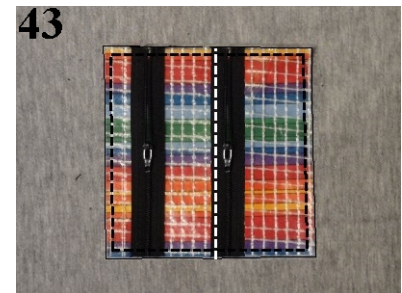


5. Continue tucking the rest of the **window** into the **fabric frame** in the same manner. Pin all layers together, placing pins as shown in Figure 40.
6. To avoid perforating the **window** material, set stitch length to 3.0 mm or longer. Top stitch twice around the **fabric frame**, near the inner fold and 1/4" away. Start stitching about 1" after a corner. Pivot at the corner seams and stitch slightly past the beginning. (Fig. 41)

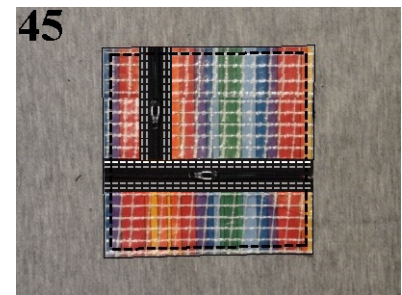
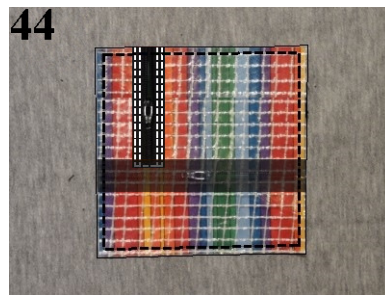


Variations:

1. A large pouch has space for a second zipper. Attach it to the **window** as above. After basting the **lining** in place, stitch along the top edge of the lower zipper. This division will create the second pocket area. (Fig. 42)
2. Arrange zipper(s) vertically in the **window**. When you pin the **window** into the **fabric frame**, make sure the zipper pulls will open the way you want them to. (Fig. 43)



3. Would you like zippers going north-south as well as east-west? Plan where your second zipper will go. Stitch the first one to end where it will be covered by the closer side of the second zipper. Trim off the excess zipper beyond the stitching. (Fig. 44)



4. Trim the **window** from behind the zipper as instructed above.
5. Place and stitch the second zipper to cover the free end of the first. Stitch in place as instructed above. Trim the **window** from behind the zipper as instructed above.
6. Baste the **window** to the **lining** as you normally would. Stitch again near the edge of the second zipper that is closest to the first zipper. This division will create the second pocket area. (Fig. 45)
7. Embroider a second design on the **lining**. I suggest cutting the fabric larger than needed and trimming to size after embroidering. Follow the trimming instructions provided for the **fabric frame** above.

Corner Templates: Cut out corner and cut away the shaded area. Pin to **Fabric Frame** fabric as directed. Mark edges and then cut as directed.

