Drafting and Making Envelope Pouches

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An *envelope pouch* is a simple pouch with a flap for closure. Velcro® near the edge of the flap and on the pouch front will keep the contents secure. The flap can cover the full height of the pouch or can extend just enough below the opening of the pouch to allow for the Velcro® closure. I choose the flap variation with embroidery in mind. On a small pouch, I embroider on the flap, as there is not enough room for an embroidery design below the Velcro® on the pouch front. For a large pouch, it would also work to put a large design on the pouch front and a shorter design, like a name, on the flap.

These pouches work well for laptop computers, graphics tablets, internet tablets, smart phones, and external CD or floppy disk drives. They would also be handy for a sketch pad, makeup mirror and brushes, or anything else you can think of. Fusible fleece will add some protective padding but you can interface the outer fabric instead, giving you a lighter pouch. For my CD drive pouch, I added additional wiggle room for the vertical dimension and then attached a cord wrap to the inside of the flap. When the flap is folded into place, the cord wrap sits in the open space above the pocket. For a sketch pad pouch, think of attaching an elastic band for a pen or pencil.

These instructions will guide you through drafting your pattern, embroidering your fabric, and constructing your pouch. If you wish to add the optional cord wrap, be sure to make it and attach it to the lining before constructing your pouch.

Determine Dimensions for Pouch Pattern:

To draft your pattern you need three dimensions of what you plan to put in the pouch: width, height, and depth. If your device (or sketch pad) is 8" x 10", you can choose to consider the pouch 8" wide by 10" high or 10" wide by 8" wide. Choose which dimension you want for the width of your pouch opening; that will be the pouch width. Either orientation will work for containing your device. If embroidery is a consideration, think of the shape of the space that will be available for the design you choose.

The chart below shows the dimensions for the pouches I have made so far and includes blank lines blank for your own entries.

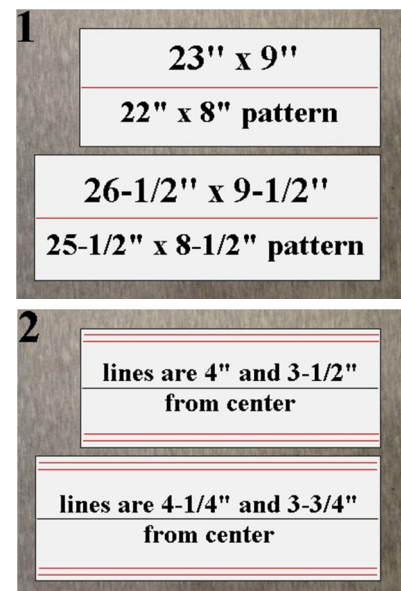| Measurement Chart									
Contents	**Dimensions of Contents**			**Width**	**Height of Pouch Sections**			**Height of Pouch**	**Location**
	Width	**Height**	**Depth**	**Pouch**	**Front**	**Back**	**Flap**		**Design**
Laptop	10"	15"	3/4"	**12-1/2"**	14"	16"	4"	**36"**	front
iPad	8"	10"	3/4"	**10-1/2"**	10"	12"	4"	**28"**	front
Tablet	5"	9"	1-1/2"	**8-1/2"**	9"	11"	3-1/2"	**25-1/2"**	front
CD Drive	5-5/8"	5-3/8"	1/2"	**8"**	5"	7-1/2"	7-1/2"	**22"**	flap
Mirror	3-1/2"	3-1/2"	5/8"	**6"**	5"	6"	6"	**19"**	flap

Follow these instructions to determine the size of your pattern based on the dimensions for your device or other contents. *(Italic text in parentheses gives sample calculations.)*

1. **Width of Pouch = Width of Contents + Depth of Contents +** at least 3/4" more for wiggle room + 1" for seams. Add more wiggle room if your device is enclosed in a rubber or silicone bumper. *(For my CD Drive pouch, 5-5/8" width + 1/2" depth = 6-1/8". I added 7/8" wiggle room + 1" seams for a total pouch width of 8".)*
2. **Pouch Back Height = Height of Contents + Depth of Contents +** at least 1/2" more for wiggle room. If you plan to add a cord wrap, fold the power cord up (as it will be folded in the cord wrap) and place it above the device. Measure the height of the two items together. *(For my CD Drive, 5-3/8" height + 1/2" depth = 5-7/8". I added another 1-5/8" for space for a cord wrap, bringing the total height to 7-1/2".)*
3. **Pouch Front Height = Pouch Back Height** – 2" unless you are adding a cord wrap. In that case, **Pouch Front Height** should cover all but about 1" of the device itself. *(For my CD Drive pouch, the front is 5", 2-1/2" shorter than the back.)*
4. Choose which flap version you want for your pouch:
   a. For a full height flap, **Flap Height = Pouch Back Height**. *(The flap for my CD Drive pouch is 7-1/2" high.)*
   b. For a shorter flap, **Flap Height =** (**Pouch Back Height** – **Pouch Front Height**) + Velcro® width + 1/2" or more overlap, as desired. *(For my Internet Tablet pouch, (11" – 9") + 3/4" for Velcro® + 3/4" more overlap = 3-1/2".)*
5. **Height of Pouch = Pouch Front Height + Pouch Back Height + Flap Height** + 2" for hems. *(For my CD Drive pouch, 5" + 7-1/2" + 7-1/2" + 2" = 22".)*

Draft Pouch Pattern:

In this section, I show illustrations for the full flap **CD Drive** and short flap **Internet Tablet** versions of the pouch. Instructions are for both pouches unless stated otherwise. In the photographs for this section, the line(s) being added to the pattern for the current step are shown in **red**. Previous lines are **black**.

1. Cut a piece of pattern drafting material 1" wider than **Pouch Width** and 1" longer than **Pouch Height**.
2. Draw a line at the center of the pattern tracing material, parallel to the longer dimension of the material. *(My lines are 4-1/2" from the side edge for the CD Drive pouch and 4-3/4" from the side edge for the internet tablet pouch.)* (Fig. 1)
3. Draw a line parallel to the center line 1/2 the Pouch Width away from the center line. Draw a seam line 1/2" in from the first line. Draw these two lines to the other side of the center line as well. (Fig. 2)
4. Spaced 1/2" from one short end of the pattern drafting material, draw a line perpendicular to the center line. Draw another line parallel to the first, and 1" toward the center. Following the measurements in the chart, draw additional lines spaced as needed for **Pouch Front**,

1
23" x 9"
22" x 8" pattern
26-1/2" x 9-1/2"
25-1/2" x 8-1/2" pattern

2
lines are 4" and 3-1/2" from center
lines are 4-1/4" and 3-3/4" from center

Pouch Back, and **Pouch Flap**. Draw one more line 1" beyond the last line. Figure 3 shows the spacing of these lines for the two pouches.

5. Turn your pattern so that the flap area is facing up. Slant the sides so that the **Flap** end of the pattern looks different from the **Front** end. On the hem line (1" from the edge) make marks 1/2" or more in from each seam line. Use the same distance for both marks.
   a. If making a short flap, draw a straight line from the drawn mark to the intersection of the line marking the beginning of the flap and the seam line. Draw a line 1/2" out from this angled line. Draw these lines on the other side of the flap.
   b. If making a full flap, draw a dotted line 1" in from the hem line. Draw a straight line from the drawn mark to the intersection of the dotted line and the seam line. Draw a line 1/2" out from this angled line. Draw these lines on the other side of the flap. (Fig. 4)

6. Fold the pattern at the hem line. Trace the seam lines and outer edges onto the hem area of the pattern. It is okay if the lines extend between the side edges of the pattern. (Fig. 5)

7. Draw a dotted line 1/2" in from the hem line. Fold the pattern at this dotted line. Trace the seam lines and outer edges onto the area between the dotted line and the hem line. (Fig. 6)

8. NOTE: The outer fabric will be cut the full length of the pattern, but with the small "wings" from step 7 folded out of the way. The lining will be cut with the hems folded out of the way. The two layers will be sewn together with a scant 1/2" seam; thus the outer 1/2" of the lining needs to match that of the outer fabric. These areas are shaded pink so you can see that they match.

9. Beginning 1/4" inside the hemline of the **Flap**, mark the location for a strip of Velcro®. Choose a length that will fit easily within the width of the pouch. Draw a rectangle centered on the center line of the pouch. *(My Velcro® is 3/4" wide and 5" long and is 1/4" away from the hem line.)* (Fig. 7)

10. Cut out pattern, making sure to include the extensions at the hem line.

11. Fold under the hems. Fold wrong sides together at the line dividing the **Pouch Flap** from the **Pouch Back**. Fold wrong sides together at the line dividing the **Pouch Back** from the **Pouch Front**.

12. Trace the rectangle for the Velcro® to the **Pouch Front**. (Fig. 8)

13. Determine the horizontal center for the embroidery area.
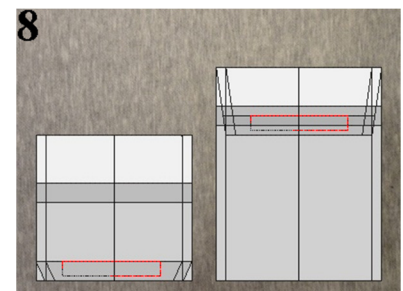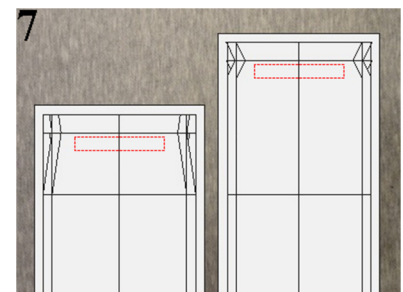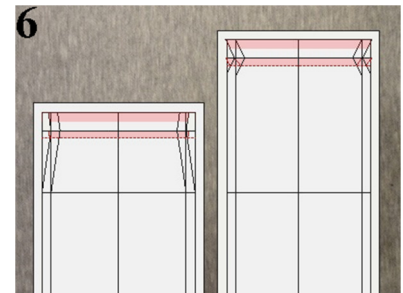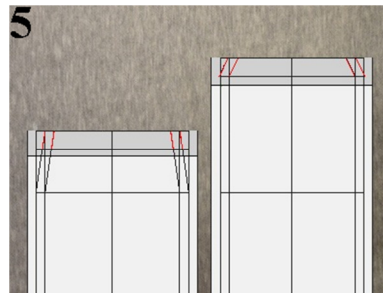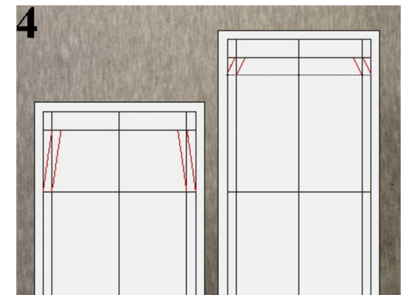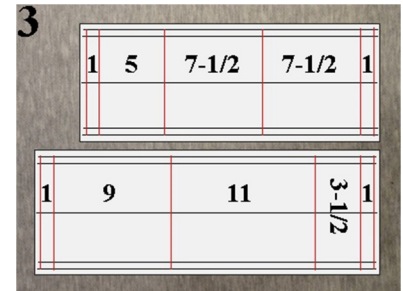
a. If making a full flap pouch, measure the distance between the top of the Velcro® rectangle and the line dividing the **Pouch Flap** from the **Pouch Back**. Divide this distance by 2. *(The **CD Drive Pouch Flap** embroidery area is 6-1/2" high. Half of that is 3-1/4".)*

b. If making a short flap pouch, measure the distance between the hem line of the **Pouch Flap** and the line dividing the **Pouch Front** from the **Pouch Back**. Divide this distance by 2. *(The **Internet Tablet Pouch Front** embroidery area is 7-1/2" high. Half of that is 3-3/4".)*
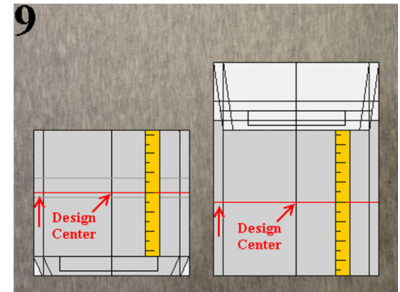
14. Draw a horizontal centering line on the **Pouch Flap** or **Pouch Front**, positioned as determined above. Draw an arrow pointing to the design center. Draw another arrow in the seam allowance, pointing up to where you want the top of the design to be. (Fig. 9)
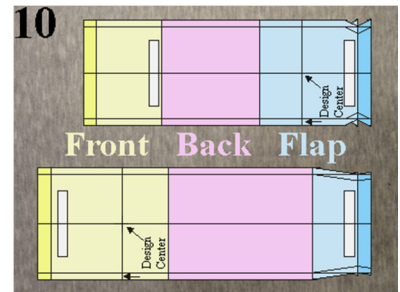
15. If you would like to include a design for a short flap, measure the distance between the top of the Velcro® rectangle and the line dividing the **Pouch Flap** from the **Pouch Back**. Divide this distance by 2. You would probably have enough room to embroider a name in this location. *(For the 3-1/2" flap on the **Internet Tablet Pouch**, there are 2-1/2" above the Velcro®. The horizontal center of the design would be 1-1/4" from the line dividing the **Pouch Flap** from the **Pouch Back**.)*

16. Do you want a design on the **Pouch Back** as well? Find the center of that portion of the pattern and mark a horizontal centering line. Be sure to mark where you want the top of the design to be, since it may be upside down relative to the other two design locations.

17. Your design should fit within the vertical space as measured and between the side seams.

18. Figure 10 shows the complete patterns. The **Pouch Front**, **Pouch Back**, and **Pouch Flap** are shaded to match the related measurements from the Measurement Chart.

19. To determine the length of the optional **Cord Wrap**, fold up the cord as you would like to store it in the pouch. Measure around the cord at the bulkiest spot. Add 1-1/4" to this measurement for overlap, and then double the result. *(My **CD Drive** power cord is 3" around. I added 1-1/4" and doubled the result to get 8-1/2".)*
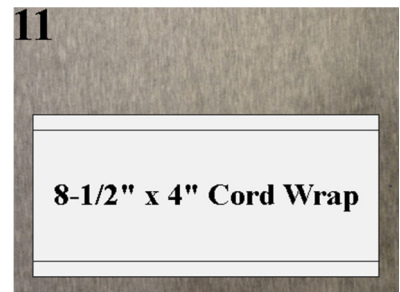
20. Pick a width that fits within the pouch and is wide enough to hold your cord securely. Add 3/4" for seam allowances. *(My **Cord Wrap** will be 3-1/4" wide + 3/4" = 4" wide.)*

21. Draw a rectangle with the dimensions determined above. Draw 3/8" seam lines on the long sides only. Label the pattern and cut it out. *(My **Cord Wrap** will be 8-1/2" x 4".)* (Fig. 11)

22. Velcro® for optional Cord Wrap is 1/2" shorter than the finished width of the Cord Wrap. *(My Velcro® will be 2-3/4" long.)*

Supplies:

1. Outer Fabric. Poplin, denim, or other sturdy fabric. 1" (or more) larger than pattern in both directions.
2. Fusible fleece OR fusible interfacing. Same as for Outer Fabric.
3. Lining. Quilt fabric or other colorful plain weave fabric. Same as for Outer Fabric.
4. Optional Cord Wrap. Can use Outer Fabric or Lining, dimensions as determined in Step 20 above.

5. Embroidery stabilizer.
6. Embroidery threads as needed for desired design(s).
7. Embroidery bobbin thread.
8. Regular sewing thread.
9. Snag-Free Velcro®, 3/4" or 1" wide, enough for two pieces as determined in Step 9 above.
10. Snag-Free Velcro® for optional Cord Wrap. 3/4" wide, enough for two pieces as determined in Step 21 above.
11. Marking pen or chalk whose marks can be removed from fabric.

Prepare, Embroider, and Cut Pattern Pieces:

1. Pin the **Envelope Pouch** pattern to lining fabric, keeping pattern on grain. If the fabric has a directional print, put the **Flap** end at the top of the print. Fold the hems out of the way. Cut out pattern. Make small snips (1/4") in the fabric at the lines dividing the sections of the pouch from each other. See the arrows in Figure 12.
2. Fuse fleece OR interfacing to the wrong side of the Outer Fabric.
3. Mark a Centering line parallel to the long direction of the fabric and halfway across. (Fig. 13)
4. Place the Envelope Pouch pattern on the fabric, aligning the center line of the pattern with the marked line on the fabric. Make sure the entire pattern fits within the fabric. (Fig. 14)
5. Fold the pattern at the horizontal centering line. Mark a line at the edge of the pattern fold, perpendicular to the vertical centering line already marked. (Fig. 15)
6. Draw an arrow near the edge of the fabric to show which way the design should face. (Fig. 16)
7. Repeat for locations of other embroideries.
8. Embroider your design(s), locating each where intended on the fabric. (Fig. 17)
9. Place the Envelope Pouch pattern on the fabric, aligning the center line of the pattern with the marked line on the fabric. Also align the horizontal center line of the pattern with the horizontal
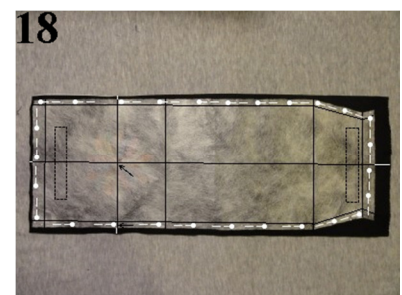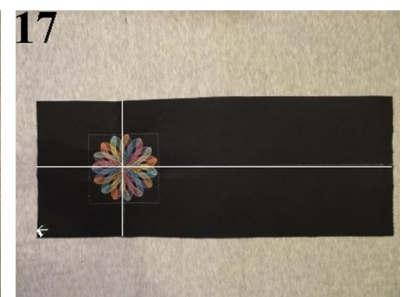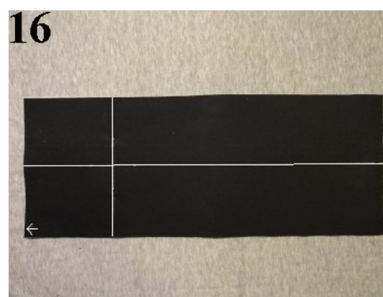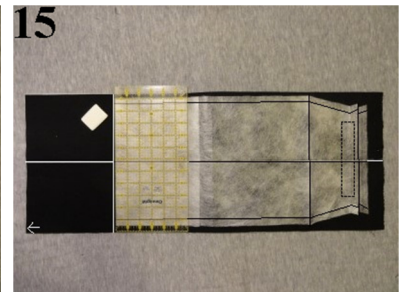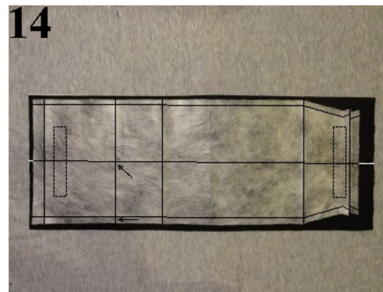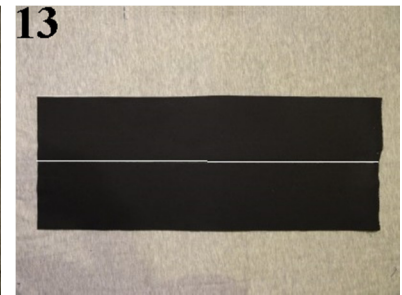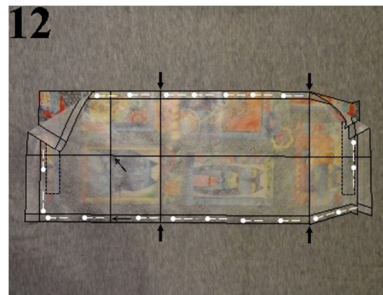
line marked on the fabric. Pin in place, tucking the extensions for the lining at the top of the **Flap** out of the way. (Fig. 18)

10. Cut out pattern. Make small snips (1/4") in the fabric at the lines dividing the sections of the pouch from each other. See the arrows in Figure 19.

11. For **Pouch Front** Velcro® located at least 1-3/4" away from the cut edge, mark the location on the fabric. Unpin the pattern at the top of the **Pouch Front** past the location of the Velcro®. Fold the pattern back at the lower edge of the Velcro® rectangle. On the fabric, mark the bottom and sides of the rectangle. (Fig. 20)
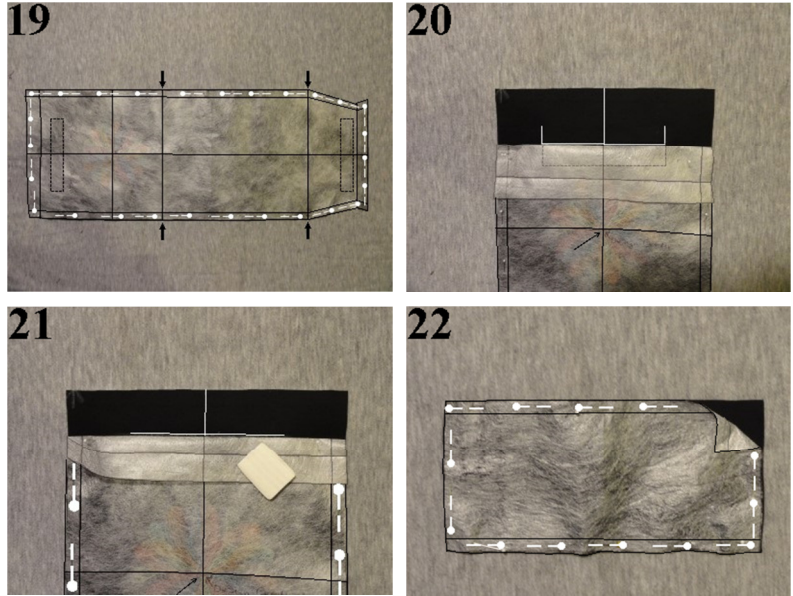
12. Refold the pattern at the top edge of the Velcro® rectangle. Mark the line on the fabric. (Fig. 21)

13. Velcro® that is closer to the edge will be attached later, after the lining is attached.

14. Optional: Pin **Cord Wrap** pattern to fabric. Cut out pattern. (Fig. 22)

Optional Cord Wrap:

1. Fold the **Cord Wrap** in half, right sides out. Pin layers together and press the fold. (Fig. 23)

2. Unfold the fabric. Right sides out, bring each short end to meet the fold line. Pin in place and press folds. Make tiny snips at the folds. The arrows in Figure 24 show the locations of the snips.

3. Unfold the fabric. Place it in front of you, right side facing up. (Fig. 25)

4. Right sides together, bring each short end to the middle. Make sure the snips are at the folds of the fabric. Pin the free sides. (Fig. 26)

5. Stitch 3/8" seams, backstitching at start and end to secure. Trim corners diagonally. (Fig. 27)

6. Place seams around the point of a tailor's pressing tool. Press seam allowances open. (Fig. 28)
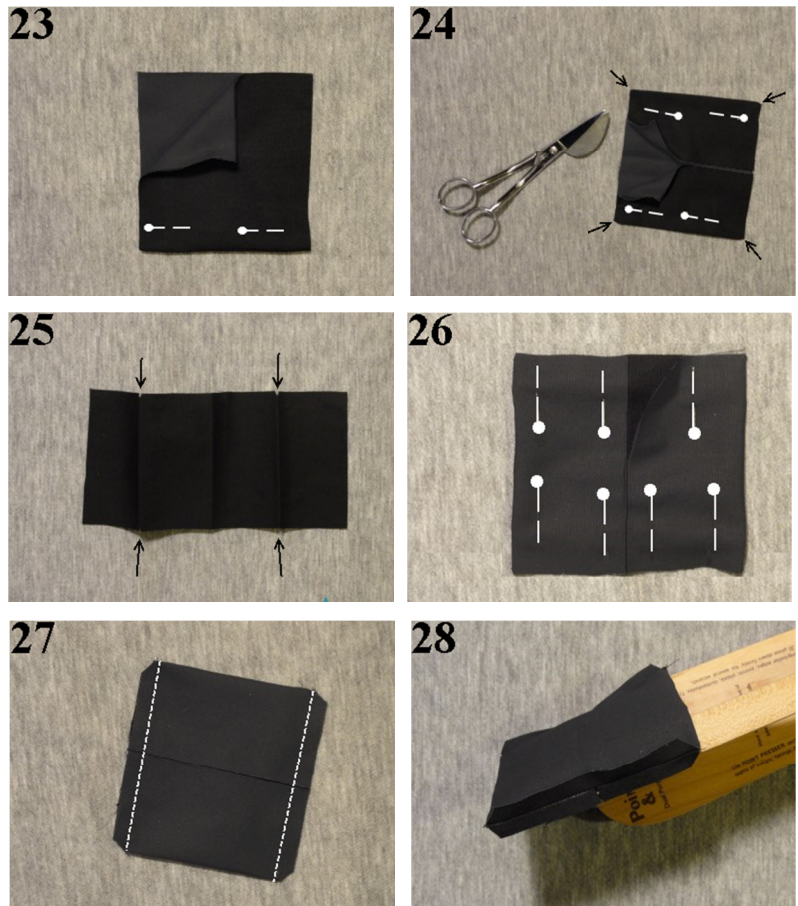
8. Turn the **Cord Wrap** right side out through the opening in the middle. Sharpen corners with bamboo pressing tool. Press flat. (Fig. 29)

9. Fold the **Cord Wrap** in half so that the raw edge opening is folded to the inside and at the bottom. Mark a line 1/4" above the fold. (Fig. 30)
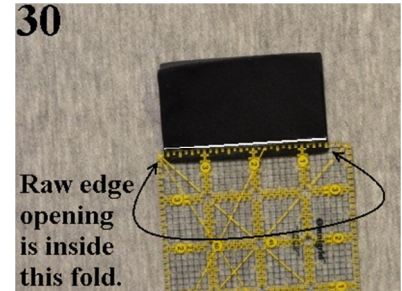
10. Turn the folded **Cord Wrap** over and repeat on the other side of the fold. (Fig. 31)

11. Turn the **Cord Wrap** so the raw edge opening is facing down. Sew a piece of Velcro® to one end of the **Cord Wrap**, about 1/8" from the fold and centered between the side seams. (Fig. 32)
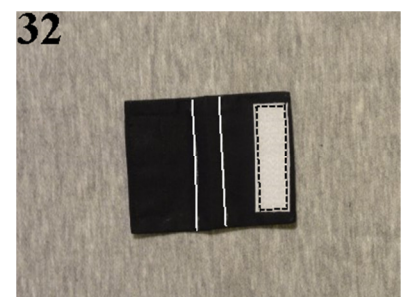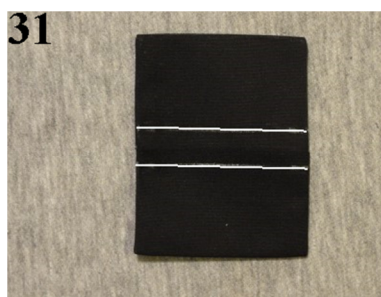
12. Turn the **Cord Wrap** over so that the raw edge opening is facing up. Sew the second piece of Velcro® at the opposite fold, positioned as for the first. Mark the center of the **Cord Wrap** near the raw edge opening. (Fig. 33)
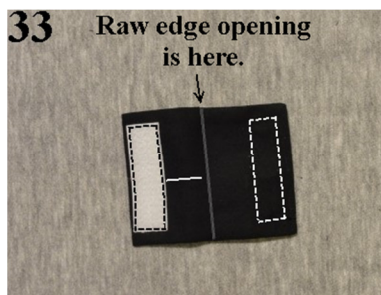
13. Wrap the **Cord Wrap** around your cord to make sure it will close. If necessary, make a new **Cord Wrap**. (Fig. 34)

14. Place the **Envelope Pouch Lining** right side up in front of you, with the Flap end facing away from you. Locate the snips you made at the line dividing the **Pouch Flap** from the **Pouch Back**. Fold the fabric right sides together at the snips. Press the fold. Place the fabric as before.
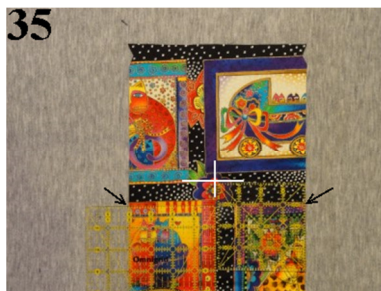
15. Also fold the fabric right sides together at the other pair of snips.

16. Place your device in the "pocket" that forms. Place your cord in the Cord Wrap above the device. See how far down from the top fold the Cord Wrap sits. *(My cord needs to sit 1" below the fold.)*

17. Place two rotary cutting rulers side by side with the top edges along the fold line. Move one ruler up that same distance above the fold line as determined in the previous step. Mark a horizontal line that distance above the fold line. Mark the vertical center of the pouch as well. The arrows in Figure 35 show the location of the fold line. *(I drew my line 1" above the fold line.)*
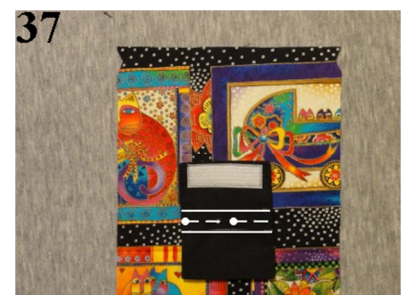
18. Turn the **Cord Wrap** so that the raw edge opening is on the outside and facing down, and the Velcro® is visible. Center it on the horizontal line. (Fig. 36)

29

30 Raw edge opening is inside this fold.

31

32

33 Raw edge opening is here.

34

35

36

37

19. Carefully open the **Cord Wrap** without shifting it from where it is on the Pouch Lining. Pin the **Cord Wrap** in place. (Fig. 37)
20. Stitch a rectangle to secure the **Cord Wrap** to the Lining, following the marked lines and side seams on the **Cord Wrap**. (Fig. 38)
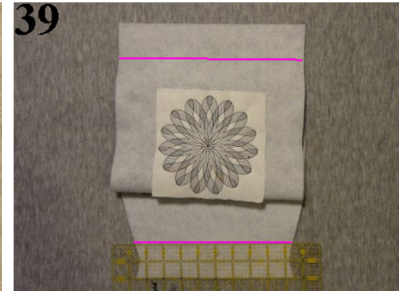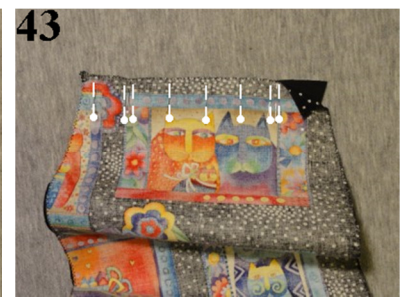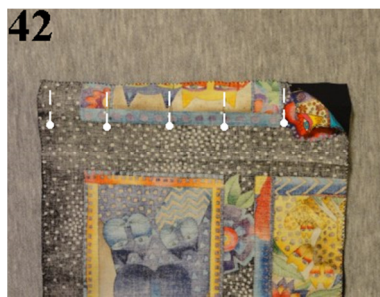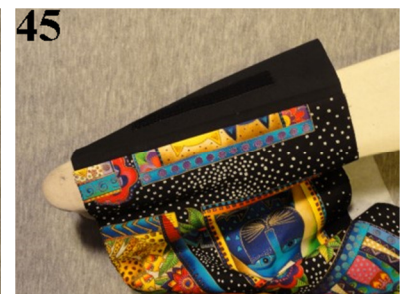
Construct the Pouch:

1. Turn the outer **Pouch** wrong side up. On each short end, mark a line parallel to the raw edge and 2" away. (Fig. 39)
2. If you marked the location for Velcro®, stitch the Velcro® in place on the right side of the fabric. (Fig. 40)
3. Turn the outer **Pouch** wrong side up. Fold the raw edges up to meet the marked lines. Pin in place and press folds. (Fig. 41)
4. Place the outer **Pouch** right side up in front of you, with the top of the **Pouch Front** facing away from you. Place the top of the lining **Pouch Front** on top, right side down. Pin the layers together. (Fig. 42)
5. Turn the pieces around so that the **Pouch Flap** faces away from you. Place the layers together at the top edge of the **Pouch Flap**. Remember that the lining is 2" shorter than the outer fabric; the outer fabric will bunch up. Pin the layers together. About 1" from each side, place two pins side by side. (Fig 43)
6. Stitch scant 1/2" seams as follows. For the **Pouch Flap** seam, backstitch to secure, then stitch until you come to the first double pin "gate." Backstitch to secure, and then baste to the second gate. Backstitch to secure and continue with a normal stitch length to the end. Backstitch to secure. Clip top and bobbin thread at the beginning and end of the basted section. For the **Pouch Front** seam, stitch a regular seam, backstitching at start and end to secure. (Fig. 44)
7. Turn the **Pouch** right side out.
8. For both seams, press the seam allowances toward the lining. Be careful not to press out the hem. (Fig. 45)
9. Spread the **Pouch** flat so that the hem creases are at opposite ends. Press the creases again.
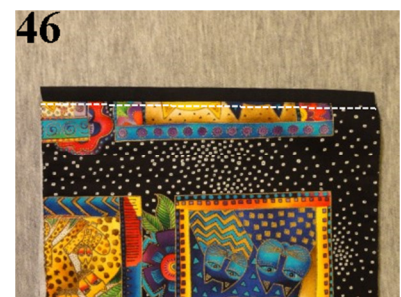
10. Remove the basting stitches from the **Pouch Flap** seam.
11. On the **Pouch Front** ONLY, top stitch through all layers, just below the seam. (Fig. 46)
12. If you have not yet attached Velcro® to the **Pouch Front**, do that now. Measure how far down from the hem crease the Velcro® should be. Follow Steps 23 and 24 below to position and stitch the Velcro® on the RIGHT side of the **Pouch Front** that distance from the hem crease.
13. Locate the snips at the bottom of the **Pouch Front** outer fabric and lining. Place pins at the snips with the pin heads facing out. (Fig. 47)
14. Turn the portion of the **Pouch** between the pins and the **Flap** wrong side out. The **Pouch Front** will be sandwiched between the outer fabric and lining layers. (Fig. 48)
15. Make small clips at the hem creases on the **Pouch Flap**. Adjust the fabric so that the crease is at the edge of the fabric. (Fig. 49)
16. With the outer fabric facing up, pin the layers together at the side seams. (Did you notice that Figure 50 has a different embroidery design on it? I stitched the other pouch with the lining facing up and found that the lining fabric wanted to bunch up. With the lining facing down, the feed dogs help move it along.)
17. Stitch 1/2" seams, backstitching at start and end to secure, and pivoting where the straight and slanted parts of the seam meet. Trim corners diagonally and remove a wedge of seam allowance at the pivot. (Fig. 51)
18. Press the outer fabric seam allowances toward the outer fabric. (Fig. 52)
19. Press the lining seam allowances toward the lining. (Fig. 53)
20. Turn the **Pouch** right side out through the opening in the **Flap** seam. (Fig. 54)
21. Use a bamboo point presser to sharpen corners. Press flat. (Fig. 55)
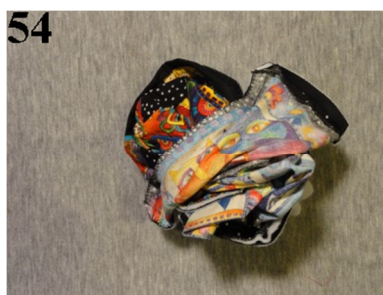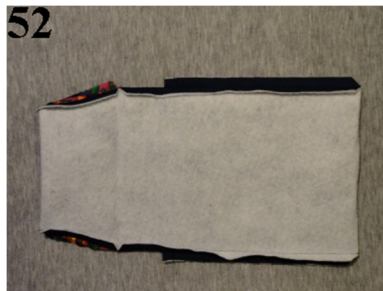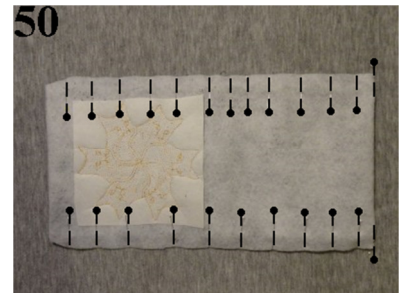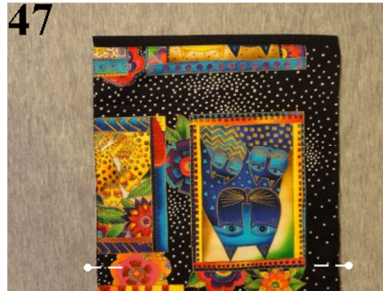
22. Pin the opening in the **Pouch Flap** closed. Top stitch through all layers just below the seam. (Fig 56)
23. On the wrong side of the Pouch Flap, draw a line 1/4" from the hem crease. Draw a vertical line at the center of the Flap. Mark a line at the center of the remaining piece of Velcro®. (Fig. 57)
24. Position the remaining piece of Velcro® so it is centered and the top edge of the Velcro® is at the marked line. Stitch in place. (Fig. 58)
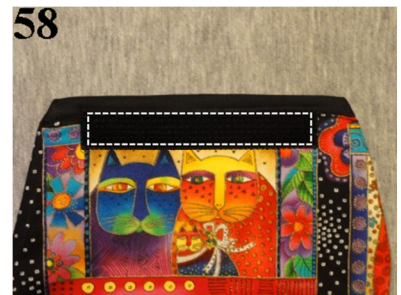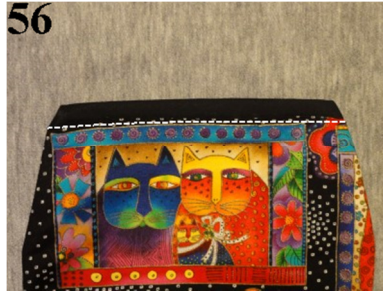
From largest to smallest, here are pictures of the **Envelope Pouches** I have made so far. I hope you will have as much fun creating these pouches as I do.