

- **POCKET PORTFOLIO**

Using a single piece of tagboard (also called railroad board), lay it horizontally (landscape) and fold the bottom edge up 6 inches. Staple to create a pocket. Fold the tagboard in half lengthwise.



- **ENVELOPE PORTFOLIO**

Using a single piece of tagboard, fold in half and staple edges to create an envelope.



- **LARGE ENVELOPE PORTFOLIO**

Using two pieces of tagboard, staple edges on three sides to create a large envelope.

