Conference Pouch Instructions

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Description:

Fabric pouch ~5.5" wide by 7.5" tall. Vinyl pock in front to hold printed name badge. Large pocket inside to hold cellphone, money or credit cards and additional business cards. Pocket on flap to hold business cards. Pen pocket on back as well as another vinyl pocket for meal tickets, raffle tickets, etc.

I personalized mine with beads sewn on maps showing ocations where ancestors lived. On the strap I used permanent fabric pens to list my family surnames.

Supplies:

- ½ yard base fabric (I used White Kona Quilting Cotton)
- ½ yard iron-on interfacing
- 1 package double-fold bias tape
- ¼ yard clear vinyl – I used 12 gauge
- Thread
- Iron-on transfer paper – see note below
- Seed beads – I used size 11
- Permanent fabric markers
- Velcro strip ~6" (1/2 or 5/8" wide)

Instructions

Step 1 – Decide on images for pouch.

I used 3 images:

- An outline map of US - example at https://www.printableworldmap.net/preview/usa_blank_l
- An outline map of Ireland – example at
  http://www.irishpenpals.com/iisgames/irelandcounties.gif
- Personal logo or nameplate

Step 2 – Size images – create in a Word or Publisher document

- I wanted the US map on the flap of the pouch. I sized it to 4.5" wide by ~2.75 inches tall.
- I put the Ireland map on the back and sized it to 4.3" tall by 3.3" wide

- I wanted the nameplate logo on the front behind the vinyl pocket (so if I'm at an even without a name badge provided by the conference organizer, my name and company name are displayed.) 4.5" wide by 2.5" tall (Note: I would recommend making this image not quite so wide – a standard name badge is a little narrower than this and the letters in my name extend beyond the edge)
- Use the "flip horizontal" feature so when you iron the maps and logo onto the fabric, they are oriented in the right direction.

Step 3 – Create iron-on transfers

You can buy iron-on transfer paper at fabric and craft stores. Some work with laser copiers, some with inkjet printers. Follow the instructions for your paper to create the iron on transfers.

Step 4 – Cut list for fabric

Vinyl – 2 pieces:
    Front pocket 5.5" x 3.75"
    Back pocket 5.5" x 3"
US Map pocket – 5.5" x 7" – cut from white fabric
Pouch front – 5.5" x 8" – cut 1 each from white fabric and interfacing
Pouch back – 5.5" x 11.5" – cut 2 from white fabric and 1 from interfacing (1 of the fabric pieces will be the lining – note: I didn't line the front, but you could if you want to)
Pen pocket – 2.5" x 10"

Step 5 – Apply iron on transfers

US Map on pocket – fold US map pocket piece to a 5.5 x 3.5 piece. With fold at the top, iron on the map to the front of this piece. Follow the instructions that came with the transfer paper.
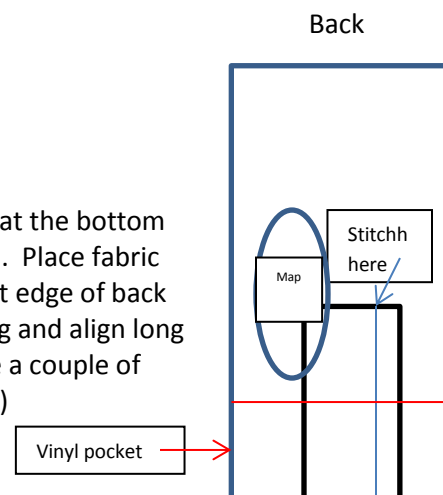
Pouch front – iron logo on front – lower edge of image should be ~ 5/8 to ¾ of an inch above the bottom

Ireland map on back – Top of the map should be about 4.25" below top (narrow side) of fabric. I had edge of map ~1" from left edge (to leave room for pen pocket

Apply interfacing to inside of front piece and back piece

Step 6 – Create pen pocket

On back, baste (or use scotch tape) to hold the back vinyl pocket at the bottom edge of fabric. Fold pocket fabric in half, creating a 2.5 x 5" piece. Place fabric with bottom edges aligned and right edge of pocket 1" from right edge of back piece. Stitch down 1/4" from edge. Flip pen pocket over stitching and align long edge with the edge of back fabric. Baste along long edge. Create a couple of pleats or gathers in short edge (to provide depth for holding pen.)

Back

Stitchh here

Map

Vinyl pocket

Step 7 - Create name badge pocket

Stitch a piece of bias tape across top edge of pocket, sandwiching the vinyl between the folds

Step 8 – Create front of pouch

Fold top edge under ½" and stitch, creating a hem at the top of the front piece. Stitch hook side of Velcro across front piece, centering it 2 ½" down from hemmed edge. Stitch looped piece of Velcro onto lining fabric, centering it 1 ¼" from short side of lining piece.

Step 9 – Stitch beads onto maps

I stitched the beads to the places where my ancestors lived. I used one color for all beads but you could use different colors based on the family names. With #11 seed beads, you will need a thin beading needle. (I stitched the beads for the US through 1 layer of fabric so when I folded it over, nothing would catch on the backside of the stitches when I use the pocket.)

Step 10 – Create Strap

I thought about using my embroidery machine to stich my ancestral surnames on the strap but decided I would need to be hooping and unhooping fabric too many times, so I opted to use a permanent fabric marker to write the names. I separated the names with hearts, also drawn with a permanent marker. I tried to write on twill tape and satin ribbon (I didn't try grosgrain ribbon because the store was out) but I found the ink bled into the ribbon. I ultimately decided to stich a piece of the double-fold bias tape, write my names on that, and use that for the strap. Feel free to experiment and find what works for you.

I had an adjustable conference badge so I adjusted it to where I was comfortable and decided on 36" for the length of my strap. Because I used the bias tape and wrote names on it. I couldn't really make it adjustable. If being able to adjust the strap is important to you, use cording and an adjustor "nut" but you won't be able to have your surnames on it.

Step 10 – Sewing

Now, you are finally ready to sew. Stack your pieces, aligning short bottom edges :
Front vinyl pocket right side down.
Front of pouch, right side down.
Lining, right side down
Back right side up

Place map pocket, map side up on top of back, with short sides (raw edges) aligned at the top

Baste all the way around the edges. Use a spool of thread to draw a line round the corners on the flap. (This will make it much easier to apply the bias tape)

Place your strap with the ends near the top of the map pocket. Baste.

Starting at the bottom, sandwich the pouch edges in the fold of the bias tape and stitch up the long edge, (capturing the ends of the strap) around the curve on the flap, across the short edge of the flap,

around the curve and down the long side to the bottom edge. Cut another piece of bias tape and stitch across the bottom edge, folding the ends in.