

DTA Responsive Behaviours Quick Reference Cards - Flip Cards

Self-print instructions

The DTA Quick Reference Cards (Lanyard cards and Flip Cards) may be printed without alteration for in-house use only. They are not to be distributed or altered in any way without the permission of Dementia Training Australia.

Printing the cards

- Print on white, A4 paper
- Set printer to: colour, single-side (Do NOT set to fit to page)

What you will need

- Paper trimmer or guillotine
- Scissors
- Hole punch (6mm round)
- Glue stick
- Laminator
- Hinged metal rings

1. Print the Flip Card template as described in **Printing the cards** above.
2. Fold A4 page in half making a crease along the **Fold** line
3. Use paper trimmer or guillotine to cut out cards
4. Dot a small amount of glue on the outer edges to hold sides together
5. Trim corners to a rounded shape, following outline of card
6. Laminate the cards
7. Trim laminated corners to a rounded shape
8. Punch hole in top left corner of each card using the dotted line as guide
9. Assemble each set of cards on a metal ring

