

# Getting Started Guide

## Classroom Makerspace Cart

Thank you for purchasing the hand2mind Classroom Makerspace Cart! This short guide will help you get your new cart ready for student use quickly and easily. No tools are necessary! The first section explains how to attach the wheels and drawer stops, the second section shows you how to assemble the drawer dividers, and the last section walks you through how to load the cart with all the makerspace materials.

### Step 1

#### Attaching the labels and wheels.

Insert wheels in the holes in the bottom of all four corners.



- Aluminum foil, cups, plastic wrap, sponges
- Balloons, cotton balls, fasteners, hardware items
- Craft & sewing items, string, wheels
- Clothespins, craft sticks, dowels, skill sticks
- Balls, buttons, disks, plates, makedo® tools
- Dowels, pipe cleaners, straws, yarn
- Colored paper, craft foam, felt, tissue paper
- Building blocks, cardboard tubes, tool set
- Cardboard, clay, tape, Wikki Stix®

The color of the gear on each label corresponds to the color of the drawer. Affix each label to the upper-left side of the handle as shown.

Blank labels are also included for easy customization of drawer contents.

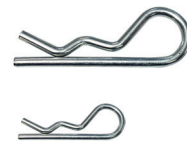
### Step 2

#### Attaching the hitch pin clips. (Step 2 is optional)

The hitch pin clips are used as drawer stops. Pull the drawer out slightly and slip 2 clips on either side of the top of the drawer.

Large hitch pin clips – x2 (top drawer)

Small hitch pin clips – x16 (lower 8 drawers)

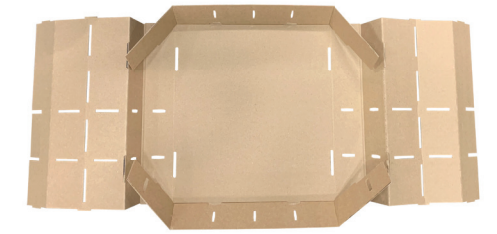


Place one large hitch pin clip on the right top side of the top pink drawer (as shown). Repeat on the left top side. Place the small hitch pin clips on the lower eight drawers in the same positions.

## Divider assembly

### Step 3

Lay box bottom flat on the table so that the longest sides are horizontal. Lift the top & bottom sections and fold in the 4 tabs.



### Step 4

Flip the right side of the box over the two right tabs that were folded in. Bend the center section up to create a compartment divider.



### Step 5

Flip the left side of the box over the two left tabs and fold the center edge up create a double center divider.



### Step 6

#### Long divider – x2

Insert the long dividers first, making sure the open notches are facing up. Place the small tabs on the bottom and ends of the divider in the bottom and side guiding holes respectively.



### Step 7

#### Short divider – x2

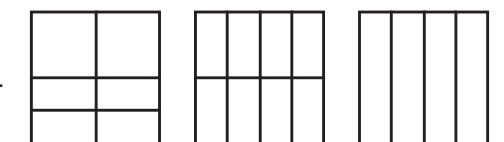
**To build the 12-slot divider**  
Place short dividers so that the open notches (facing down) go over the open notches on the long dividers and the end and bottom tabs fit securely into the bottom and side guiding holes.



### Step 8

Repeat Steps 1–4 to build an additional 12-slot divider and the three remaining drawer divider assemblies shown at the right.

**Note:** Reference the chart for the number of divider layouts needed.



# Loading the drawers

Materials come prebagged by drawer. Load the drawers according to the lettered drawer designations below. Use the charts to choose the correct divider arrangement and contents per divider for each lettered drawer.

Drawer	Material	KIT QTY
<b>A</b> No Divider	Aluminum Foil	1
	Paper Cups, 3 Oz	50
	Plastic Cups, 10 Oz	50
	Plastic Wrap	1
	Sponges	12

Drawer	Material	KIT QTY	
<b>B</b> 12 slots	Small slot	Binder Clips	24
		Brass Fasteners, ½"	200
		Copper Wire	1 ROLL
		Lanyard Hooks	72
		Rubber Bands, Thin	1 PKG
		Screws	25
	Large slot	Washers	48
		Wing Nuts	25
		Balloons	50
		Cotton Balls	300
		Rubber Bands, Thick	1 PKG
		Shared slot	Cable Ties
Glue Dots	1 BOX		

Drawer	Material	KIT QTY		
<b>C</b> 12 slots	Small slot	Beads, Alphabet	2 PKGS	
		Beads, Assorted	1 PKG	
		Sandwich Picks	750	
		String, Cotton	1 BALL	
		String, Elastic	1 ROLL	
		Wheels, Wood	24	
	Large slot	Wiggly Eyes	100	
		Shared slot	Needles, Embroidery	25
			Needles, Yarn	4
		Thread	3 SPOOLS	
		Feathers	50	
		Plane Shapes	152	
Stir Sticks (Wheel Axles)	60			
<b>D</b> 8 slots	Large slot	Wheels, Narrow	50	
		Clothespins	18	
		Craft Sticks	150	
		Craft Sticks, large	100	
		Skill Sticks - fill 2 slots	300	
		Tongue Depressors	100	
		Wood Dowels, 4"	25	
		Wood Dowels, 6"	40	
<b>E</b> 6 slots	Small slot	Buttons	1 LB	
		Pom Poms	100	
		Shared slot	Balls, Rubber	6
	Marbles		50	
	Large slot	Shared slot	makedo® Screws	75
			makedo® Toolkit	1 SET
		Balls, 1" Foam	96	
Plates		60		
Compact Discs	24			

Drawer	Material	KIT QTY	
<b>F</b> 4 slots	Large slot	Pipe Cleaners	200
		Straws	250
		Wood Dowels, 12"	25
		Shared slot	Yarn, Blue
Yarn, Red	1		
<b>G</b> No Divider	Construction Paper	50	
	Craft Foam, Blue	6	
	Craft Foam, Green	6	
	Craft Foam, Red	6	
	Felt Cloth	12	
	Tissue Paper	20	
<b>H</b> No Divider	Blocks, Strickly Briks®	4 BAGS	
	Cardboard Tubes	18	
	Hole Punch	1	
	Screwdriver, Phillips	1	
	Screwdriver, Slotted	1	
	Stopwatch	1	
	Tape Measure	1	
<b>I</b> No Divider	Cardboard	24	
	Clay	5 LBS	
	Masking Tape	3 ROLLS	
	Packing Tape	2 ROLLS	
	Wikki Stix®	240	



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500 Greenview Court  
Vernon Hills, Illinois 60061-1862  
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