

Thread to Sort - Instructions

Supplies

- ☐ Scissors
- ☐ Blue tape
- ☐ Stapler & Staples
- ☐ Black Sharpie
- ☐ Snack/Sandwich bags

Related Documents

- [Specialty Thread Price List](#) (optional)
- [Group Sorting Labels](#) (optional)

Instructions

General Sort

- a. Wooden spools (with thread, without thread, or with damaged thread)
- b. Plastic spools without thread (or with the spool showing through the thread)
- c. Plastic spools with thread
- d. Tiny plastic spools (< ¾ inch diameter), cardboard spools, or foam spools
- e. Bobbins with or without thread
- f. **Regular** Serger Thread
- g. Little mending kits
- h. Specialty Thread
 - This Includes:
 - Any brand new thread
 - Machine embroidery thread
 - Specialty quilting thread
 - Transparent thread
 - Large spools of quilting thread
 - Anything shiny or metallic
 - Waxed thread
 - Silk thread
 - Glow in the dark thread
 - Upholstery thread
 - Multi colored or variegated thread
 - Anything else that seems more special than a normal thread
- i. Miscellaneous (not thread or bobbins; includes: embroidery floss, crochet thread)

Process Each Category

1. Wooden spools

- a. Sort by size then bag according to the numbers below.
 - i. 8 small spools per bag (~½ inch diameter)
 - ii. 6 medium spools per bag (~1 inch diameter)
 - iii. 4 large spools per bag (~1.5 inch diameter)
- b. Roll the top of the bag down and staple twice.
- c. Write on the bag "Craft Spools - \$1".
- d. Bag any leftover spools all together, and put in the bag labeled "back to thread"

2. Plastic spools *with* thread

- a. Check the integrity of the thread to make sure it is not rotted by giving the thread a slight tug.
 - i. If it breaks easily that means it is old and will fall apart. Bag that spool with the empty spools.
 - ii. Note that some newer rayon thread is naturally not as strong as cotton thread, so does break without much force. What we are trying to take out is thread that is old and unusable, not new but low quality thread. If you are unsure about some, bag them all together and label "Weak? Processing, please test".
- b. If the thread is strong, secure the end on the notch in the spool if possible, then secure the end with blue tape to prevent it from unraveling.
- c. Sort into the following color families and bag each family together:
 1. Cool: green, blue, purple
 2. Neutral: white, black, brown, gray
 3. Warm: red, pink, orange
- d. Label each bag of thread "Regular thread to shelf".

3. Tiny plastic spools, cardboard spools, or foam spools

- a. Check the integrity of the thread to make sure it is not rotted by giving the thread a slight tug.
 - i. If it breaks easily that means it is old and will fall apart. Bag that spool with the empty spools.
- b. If the thread is strong, put 8 spools together in a small plastic bag and write 25 ¢ on the bag with a black sharpie.
- c. Bag leftover spools together and put in the "back to thread" bag.

4. Plastic spools *without* thread (or with spool showing through thread)

- a. Bag in quart sized bags, fill bag with single layer of spools.
- b. Label each bag "Empty or old spools - 50¢".

5. Bobbins with or without thread

- a. Sort by type/size and bag 5 of the same bobbins together, roll down top of bag and staple closed. Price bag at 50¢.
 - i. Throw out any rusty or damaged bobbins.
- b. Put any leftover bobbins in the bag labeled "back to thread".

6. **Regular** Serger Thread

- a. Secure end with blue tape and write \$1 on tape.

- b. Bag all spools together.
- 7. Specialty Thread**
 - a. Secure end with blue tape and bag all spools together.
 - i. Label bag "Specialty Thread to Price".
 - ii. OR: price each individually. [Use this chart to help.](#)
- 8. Little Mending Kits**
 - a. Bag all together and label "Notions to sort".
- 9. Miscellaneous**
 - a. Bag all together and label "Not thread"

Preparing the Project to Return

Make sure to log your hours using the [Take Home Sign-up Form](#) and to return your completed project to Processing.

1. All secured and priced elastic ready to shelf should be put loose in the bottom of the bin.
2. On top, put the bag of "Not Elastic".
- 3.

Picture Examples

Bobbin



Serger Thread



Machine Embroidery Thread

