

# Cricut Tutorial

## Introduction

### What is this tutorial?

This brief tutorial will cover both the basics of using the Cricut Maker and the policies for using the Cricut Maker at the Idea Lab. We will look at the materials and accessories used, the software and hardware involved, as well as booking procedures at the [Idea Lab](#).

### Why is this tutorial important?

By the end of this tutorial, you will:

1. Identify the features and capabilities of a Cricut machine.
2. Understand what materials can be used and where to get them.
3. Know where to get free or paid images and designs.
4. Understand how to access the Cricut Maker and accessories at the Idea Lab.

### Will there be a test?

No, there is no test to complete or pass. However, throughout the tutorial you will encounter knowledge-checks. These are short activities that are an opportunity for you to evaluate or apply what you have learned in each section of the tutorial.

Please note that the tutorial also features a short form which must be completed so that Idea Lab staff can approve your Cricut bookings.

## Table of Contents

Use the links below to jump to a particular section:

[What is the Cricut Maker?](#)

[Why Use the Cricut?](#)

[Are There Restrictions on What I Can Make?](#)

[What Materials Can You Cut?](#)

[What are smart materials?](#)

[Where can I purchase compatible materials](#)

[Knowledge Check](#)

[Software](#)

[Cricut Design Space](#)

[Designs](#)

[How do I find or create designs?](#)

[Uploading an image](#)

[Machine Operation](#)

[Machine Tools and Accessories](#)

[Machine tools and blades](#)

[Cricut mats](#)

[Accessories](#)

[Heat Presses](#)

[Cricut EasyPress 2](#)

[Cricut EasyPress Mini](#)

[Cricut Autopress](#)

[Booking the Cricut](#)

[Booking Guidelines](#)

[What is included in your booking?](#)

[Get Certified](#)

[Who Can Book the Cricut Maker?](#)

[Need Help Accessing Your Humber Account?](#)

[Terms and Conditions](#)

[Make Your First Booking](#)

[Knowledge Check Answer Key](#)

## What is the Cricut Maker?

A Cricut Maker is a desktop cutting machine, also known as a craft plotter or die-cutting machine. The Cricut can cut paper, adhesive vinyl, iron-on vinyl, fabric, craft foam, sticker paper, faux leather, and more! This type of desktop fabrication tool is commonly used to create personalized items and papercrafts.

## Why Use the Cricut?

There might be several reasons why you'd consider utilizing a die cut machine like the Cricut:

→ [Interactive Infographic: Why Use the Cricut? \(Genially\)](#)

**Time saving:** The Cricut Maker is a time-saving device offering an automated solution to cutting out shapes or designs, with added features such as drawing or scoring.

**Customization & personalization:** Popular ways to use a Cricut machine include cutting out adhesive vinyl designs for tumblers, mugs, or wall decor, iron-on vinyl for custom shirts, pillows, or other accessories.

**Entrepreneurial:** The Cricut Maker and die-cutting machines like the Cricut are great for entrepreneurs. Many people start business using these machines. Use of the Cricut can include prototypes of products, for branding items yourself, or mocking up packaging.

**Stepping Stone:** The skills you learn working with a Cricut machine are transferable to other kinds of fabrication tools and equipment such as laser cutting, sublimation, and even 3D printing.

## Are There Restrictions on What I Can Make?

The Idea Lab's Cricut Maker cannot be used to create items that are:

- Prohibited by municipal, provincial, or federal law or by Humber College policy. This includes but is not limited to Intellectual Property Law, Humber's Student Code of Conduct and Humber's Copyright Policy.
- Unsafe, harmful, dangerous or poses an immediate threat to the well-being of others.
- Obscene or otherwise inappropriate for a college environment.

The Idea Lab reserves the right to refuse any Cricut project.

Your booking time must not exceed two hours.

The Idea Lab cannot support "print and cut" operations unless the material to be cut is pre-printed by the user ahead of time. The Idea Lab does not offer traditional printing services.

Commercial use of the Cricut is prohibited (i.e., you cannot use the Idea Lab's Cricut to create items for sale).

Bulk or batch jobs may be approved on a case-by-case basis for Humber-affiliated organizations, clubs, or departments. Please get in touch with [idealab@humber.ca](mailto:idealab@humber.ca) for further details.

## What Materials Can You Cut?

The Cricut Maker can cut over 300 different kinds of materials. Some commonly used materials are:

- Adhesive vinyl (permanent and removable)
- Heat transfer / iron-on vinyl
- Cardstock and paper
- Fabric

Note: The Idea Lab provides a limited amount of complimentary adhesive vinyl, heat transfer vinyl, and cardstock to users on a per-semester basis. More details will be shared under "What Is Included In Your Booking?" later on in this tutorial.

You are welcome to bring in your own [compatible materials](#). You are not restricted to using the Cricut brand products, however, if you are using off-brand materials, make sure to bring extra as you may need to test and adjust the cutting settings.

## What are smart materials?

Smart Materials are Cricut's house brand of consumables designed specifically to work with the Cricut Maker 3 and other Cricut products. They include sticker cardstock, iron-on, and adhesive vinyl. Smart Materials are sized to be fed directly into the machine without a mat or used with the Cricut roll-feeder.

## Where can I purchase compatible materials

You can purchase materials for cutting with the Cricut from several online and brick-and-mortar retailers, including:

- [Cricut.com](https://www.cricut.com)
- [Michaels](https://www.michaels.com)
- [Amazon](https://www.amazon.com)
- [Indigo](https://www.indigo.ca) (limited stock, some materials sold in-store only)
- [Staples](https://www.staples.com)
- [Walmart](https://www.walmart.com)

- [Sign Supply Canada](#)
- [Happy Crafters](#)
- [HeatTransferVinyl.ca](#)
- [Etsy](#)

If you're not sure if a material is compatible, please contact the Idea Lab team at [idealab@humber.ca](mailto:idealab@humber.ca) for advice.

## Knowledge Check

→ [Drag and Drop: Do's & Do Not's \(H5P\)](#)

Which of the following applications are not well-suited for the Cricut Maker?

1. Using the Cricut to create a copyrighted image
2. Making an adhesive design for a tumbler or mug
3. Making a personalized gift for a friend of a family member that you wouldn't be able to find in a store
4. Making a personalized gift for a friend of family member that you wouldn't be able to find in a store
5. Creating 500+ stickers to give away at a large event
6. Making a greeting card for friends or family
7. Creating a logo or packaging for a product in development to show to potential business investors
8. Heat transferring an image to a t-shirt that you have provided

## Software

### Cricut Design Space

To create designs and operate the Cricut Maker, you will use an app called [Cricut Design Space](#). You can access the app from the Idea Lab computers or download it to your own device.

Design Space can be installed on Windows or Mac computers or on an Apple iOS or Android device. Check the Cricut website for the minimum recommended [system requirements](#).

You will need to create a Cricut I.D. and sign into the software each time you use it.

Although the Design Space app is free to use, some premium features are only available with a paid Cricut Access subscription.

We will cover the basics of using Cricut Design Space in this tutorial.

Once you have created your Cricut I.D., view this brief [Design Space Tour](#) on the Cricut YouTube channel.

## Designs

### How do I find or create designs?

When you start a new project, you will be given a blank canvas to work with.

There is a limited selection of free design assets available in Cricut Design Space. Optionally, you can subscribe to Cricut Access for unlimited access to Cricut's entire library or purchase premium images and fonts individually.

You can also upload your own art or images you have created or found outside of Design Space as a JPG, PNG, DXF, or SVG file.

An SVG vector file is the easiest type of file to work with. You can find many SVG files online which have been formatted for use with a cutting machine. Many designers offer free SVG files in exchange for signing up for an email newsletter, or you can purchase SVG files from sites such as Etsy, Creative Fabrica, Design Bundles and others.

Some sites where you can search for free (for personal use) SVG designs include LoveSVG, SVGRepro, and FreeSVG.

### Uploading an image

Watch the video below to learn how to upload a basic image to Design Space and convert it into cut lines. You'll also learn how to tell Design Space which parts of the image to keep and which parts to eliminate.

- [Video: How to Upload Basic Image for Cutting: Beginner Design Space Tutorial \(Cricut YouTube channel\)](#)
  - ◆ [Transcript \(.rtf format, 3Kb\)](#)

## Machine Operation

- [Interactive Infographic: Cricut Maker 3 \(H5P\)](#)

**Power Button:** The power button turns the Cricut Maker on or off

**Load/Unload Button:** The double arrow button loads and unloads the cutting mat from the machine.

**Start Button:** The Play button starts the cutting job.

**Pause Button:** The pause button stops a cutting job in progress.

**Roller Bar:** The roller bar feeds the material through the machine as it cuts. The small white rings help to keep the material from shifting during cutting. These can be moved to the side to accommodate thicker materials such as leather, craft foam, or felt.

**Clamp A:** Clamp A holds Cricut pens and markers. The clamp handle swings open allowing you to change or remove drawing tools.

**Clamp B:** Clamp B holds the machine cutting blades and tools. The clamp handle swings open allowing you to change or remove cutting tools.

## Machine Tools and Accessories

Read about the machine tools and accessories below to learn what you have access to when you book the Idea Lab Cricut.

### Machine tools and blades

**Fine Point Blade:** Fine Point Blade: for thin to medium weight material such as paper, cardstock, and vinyl.

**Deep Point Blade:** a deeper cutting blade used for thicker materials such as magnets, thicker cardstock or matboard, and craft foam.

**Rotary Blade:** used to cut fabric and delicate materials such as tissue paper or cork.

**Engraving Tip:** used to engrave or etch materials such as foil board, anodized aluminum, brass, acetate, etc.

**Scoring Wheels (single and double):** used to create crisp creases for folding.

### Cricut mats

**Green** - Standard Grip: use with cardstock and vinyl

**Blue** - Light Grip: use with lightweight materials such as copy paper, light cardstock, or vellum

**Purple** - Strong Grip: use with heavyweight materials such as cardboard, chipboard, or magnet sheets

**Pink** - Fabric Grip: use with fabric

## Accessories

Each Idea Lab booking also includes the following accessories:

- Weeding tools
- Scraper
- Cricut-branded pens (available in various colours and weights)
- Brayer (used to apply material securely to the Cricut mat)
- Transfer tape (used to apply vinyl designs to surfaces)
- Heat Presses with pressing mat

## Heat Presses

The Idea Lab offers different heat press options to transfer heat-transfer/iron-on vinyl onto an item or garment, such as a t-shirt or tote bag.

You should always consult the [Cricut Heat Guide](#) before pressing any project.

### Cricut EasyPress 2

The Cricut EasyPress 2 is a 10 inch x 12 inch heat press available at both **Lakeshore** and **North** campus.

Watch this short introductory video to learn more about the EasyPress 2.

- [Video: How to Use Cricut EasyPress 2 \(Cricut YouTube channel\)](#)
  - ◆ [Video transcript \(.docx format, 3 Kb\)](#)

### Cricut EasyPress Mini

The Cricut EasyPress Mini is available at both **Lakeshore** and **North** campus.

It is great for applying smaller designs.

### Cricut Autopress

The Cricut Autopress is currently only available at the **Lakeshore** campus. It is a clamshell-style, hands-free heat press. The press adjusts pressure automatically for materials up to 2 inches/5 centimeters thick and auto-releases when the pressing cycle is complete.

# Booking the Cricut

## Booking Guidelines

The Cricut can be booked at the North or Lakeshore campus Idea Lab. Find the booking page on the Idea Lab website under "[Book a Space](#)".

You may reserve the Cricut for **up to two (2) hours per day, with a maximum of four (4) hours per week.**

If you are using the Cricut as part of a class project or assignment, make sure you enter the course name or course code for your class.

Once your request is submitted, Idea Lab staff will review and respond to your booking request within one (1) business day. If you are approved, a booking confirmation will be sent to your Humber Office 365 (Outlook) email address.

Please arrive within 15 minutes of your booking time, otherwise, your reservation may be cancelled. If you cannot attend your booking, please cancel it via the link in your booking confirmation email or by emailing [idealab@humber.ca](mailto:idealab@humber.ca). Repeated no-shows may result in a loss of Idea Lab booking privileges.

During your booking, Idea Lab staff will be available to assist with setting up your job and troubleshooting, but you are responsible for the equipment during your booking and must remain for the duration of use.

## What is included in your booking?

- Up to two 12" x 12" sheets of adhesive vinyl or heat transfer vinyl per user per semester will be provided free of charge (available colours may vary).
- Up to two sheets of cardstock (available colours may vary).
- Transfer tape (used to apply vinyl designs to surfaces).

In addition to the above material, Cricut tools and accessories are available during your booking. Look back at the [Tools and Accessories](#) page for a reminder of what is available.

## Get Certified

### Who Can Book the Cricut Maker?

Current Humber College and University of Guelph-Humber students, staff, and faculty can use the Cricut Maker and supplies. Booking confirmation emails will be sent to your

Microsoft 365 Humber email address ending in '@students.humber.ca' or '@humber.ca' (please note that this is different from Humbermail).

### **Notice to University of Guelph-Humber Users:**

You will be required to use your Humber username and password when booking the Idea Lab studios and equipment. University of Guelph-Humber students have access to a Humber email address, which is where booking confirmation emails will be sent. To access your Humber email account, visit [humber.ca/microsoft365](https://humber.ca/microsoft365) from a private or incognito window and login using your Humber username and password.

### **Need Help Accessing Your Humber Account?**

If you don't know your Humber username, visit the [Humber Username Assistance page](#) or contact [Humber Information Technology Services](#) for further support.

### **Terms and Conditions**

Prior to making your first Cricut booking, please review and agree to the following terms and conditions.

→ [Form: Terms and Conditions \(Microsoft Forms\)](#)

### **Make Your First Booking**

Once you have completed the terms and conditions form, you can book the Cricut by selecting the booking calendar for the campus you would like to book at.

Please indicate that it is your first time booking the Cricut at the Idea Lab so that we can make sure one of our Team Members is present to answer questions and help guide you through your first project.

→ [Booking Calendar: Lakeshore Campus Cricut \(LibCal\)](#)

→ [Booking Calendar: North Campus Cricut \(LibCal\)](#)

## **Knowledge Check Answer Key**

### **Drag the Words: Do's and Do Not's (H5P)**

Which of the following applications are not well-suited for the Idea Lab Cricut Maker?

9. Using the Cricut to create a copyrighted image
10. Making an adhesive design for a tumbler or mug

11. Making a personalized gift for a friend of a family member that you wouldn't be able to find in a store
12. Creating 500+ stickers to give away at a large event
13. Making a greeting card for friends or family
14. Creating a logo or packaging for a product in development to show to potential business investors
15. Heat transferring an image to a t-shirt that you have provided