



Desk Organizer

# PROJECT PLANS

**Finished Dimensions:** 20"W x 11-1/4"H x 12"D

**Skill Level:** Beginner

## Materials

Item	Qty
1" x 12" x 8' Board*	1
1" x 4" x 8' Board*	1
1/4" x 24" x 24" Sanded Plywood	1
3/8" x 36" Dowel	1
1-1/4" x 18-Gauge Collated Nails	1 box
5/8" x 18-Gauge Collated Nails	1 Box
Sandpaper* *: 150g, 220g & 320g	
Drill Bits: 3/8"	

\* Board Dimensions are "nominal". Actual dimensions are smaller due to lumber industry standards. Cuts are actual length.

\*\* Starting grit will depend on board surface condition, a rough surface will require starting with a coarse grit first.

Grit is measured in the coarseness of the particles on the sandpaper. The lower the grit number, the coarser the paper. Heavy sanding would require 60 to 80 grit, medium sanding would require 120 to 220 grit, and finish sanding would require 320 to 400 grit. Super fine sanding would be 600 grit and higher.

A select/premium board or plywood comes with a smoother surface finish. It is clear or has very few tight knots, and it will have straight and sharp edges. This grade of wood pairs well with other boards or panels better and requires less time to sand and finish.

## Tools Used



7-1/4" Sliding  
Compound Miter Saw

or



Circular Saw



Band Saw



Drill/Driver



18GA Nailer



5" Random Orbit  
Sander



Router Trim



Tape Measure



Drill Bits



Straight Router  
Bit Set



5" Orbit Sandpaper

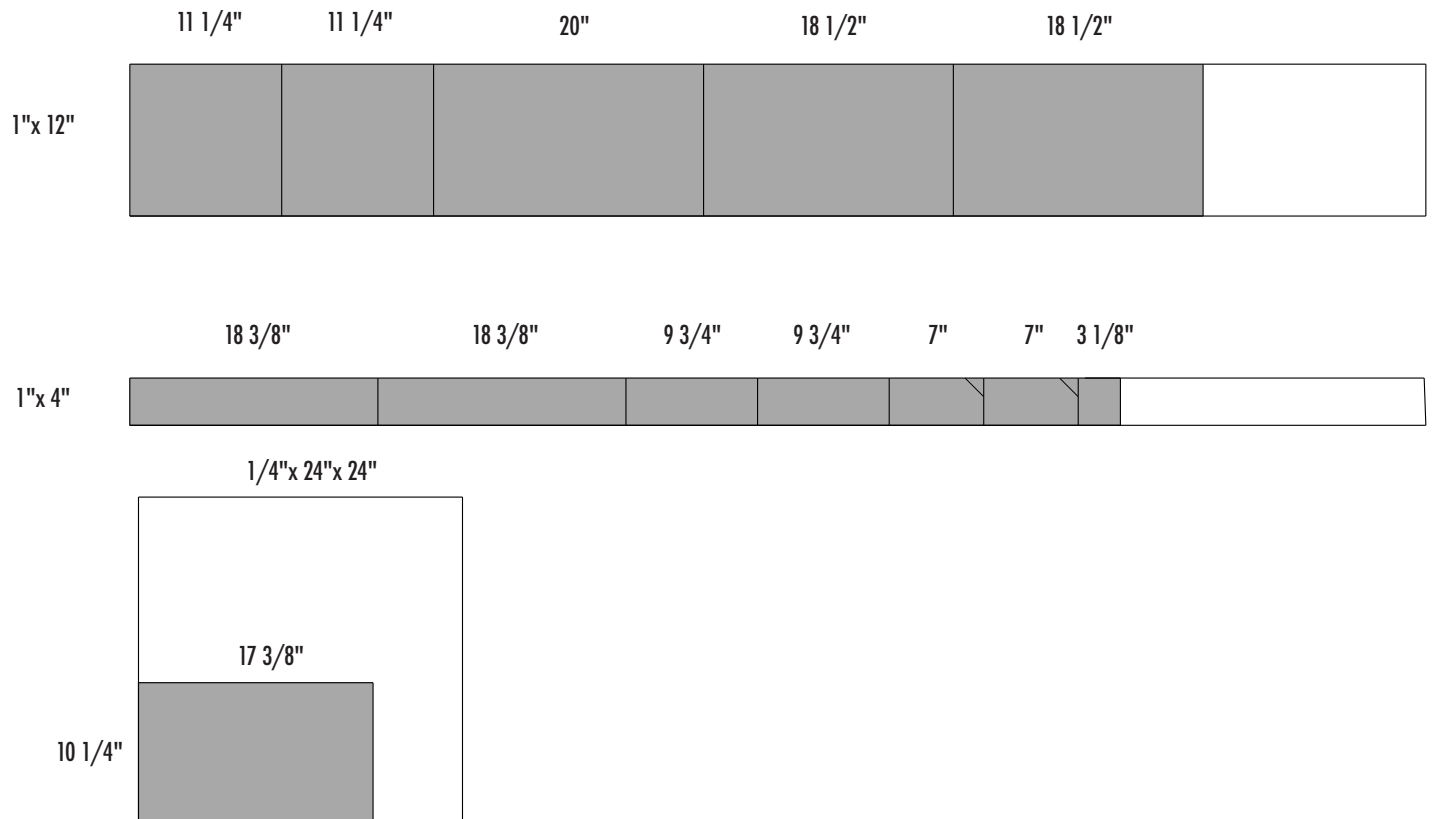
Also Needed: Safety Glasses, Speed Square and Clamps

# Lumber Cut List

Board*	Description	Cut to	Qty
1" x 12"	Side Panels	11-1/4"	2
1" x 12"	Back Panel	20"	1
1" x 12"	Lower Shelf Support	18-1/2"	1
1" x 12"	Upper shelf	18-1/2"	1
1" x 4"	Drawer Front & Back	18-3/8"	1 each
1" x 4"	Drawer Sides	9-3/4"	2
1" x 4"	Shelf Partitions	7"	2
1" x 4"	Shelf Divider	3-1/8"	1
1/4" Plywood	Drawer Bottom	17-3/8"x 10-10 1/4"	1
3/8" Dowel	Dowel divider	10"	1

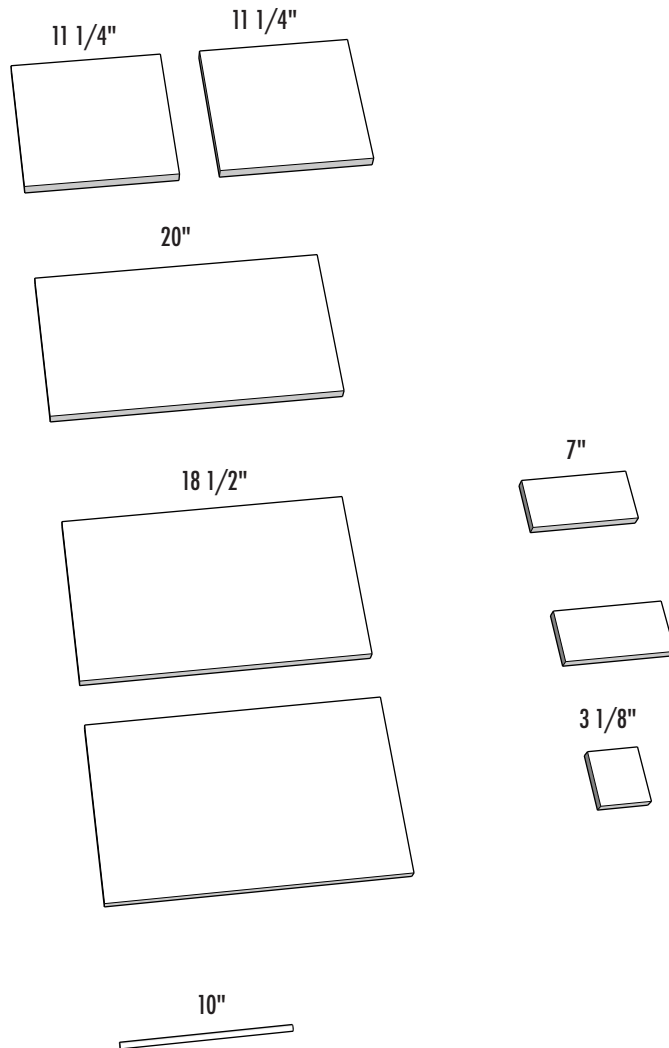
\*Board Dimensions are "nominal". Actual dimensions are smaller due to lumber industry standards. Cuts are actual length.

# Lumber & Sheet Layout Guide

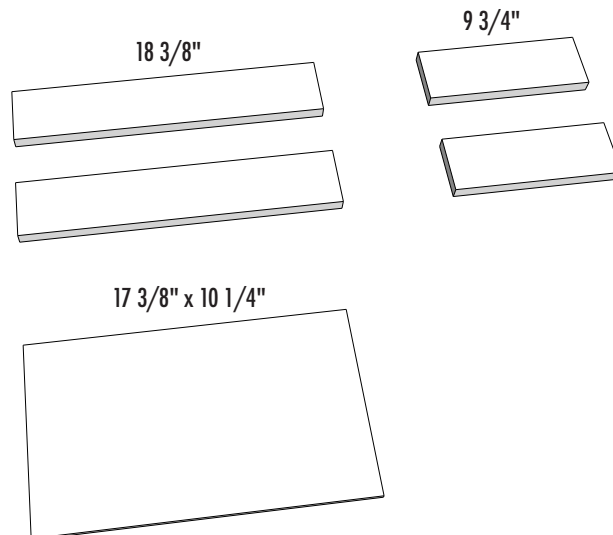


# Lumber & Sheet Cut Layout Guide

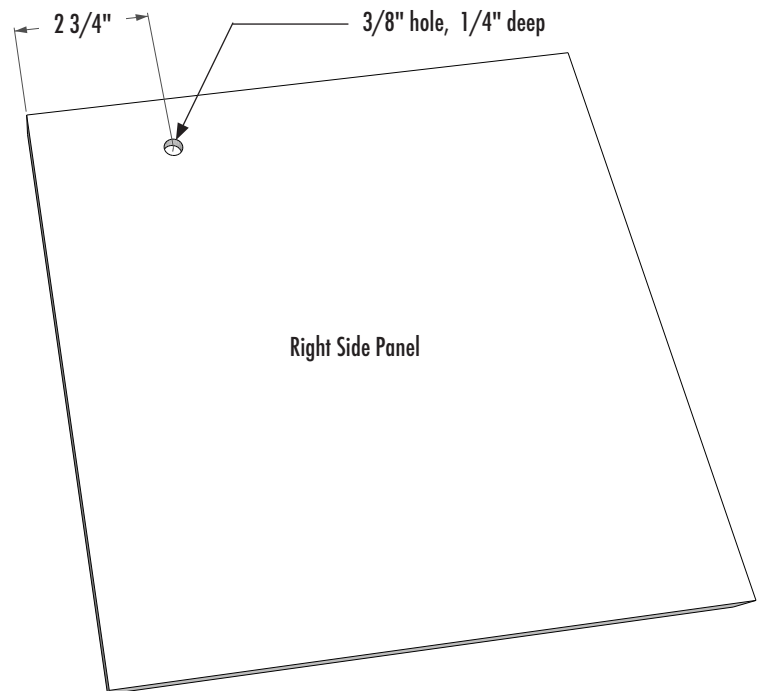
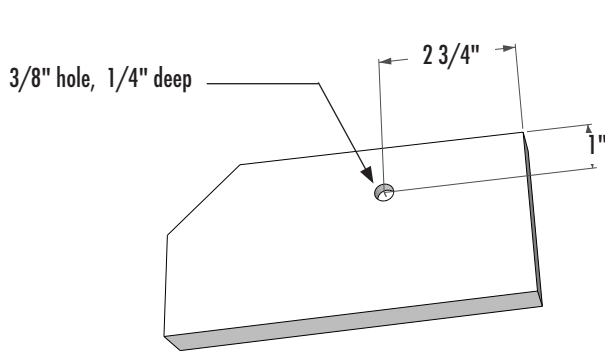
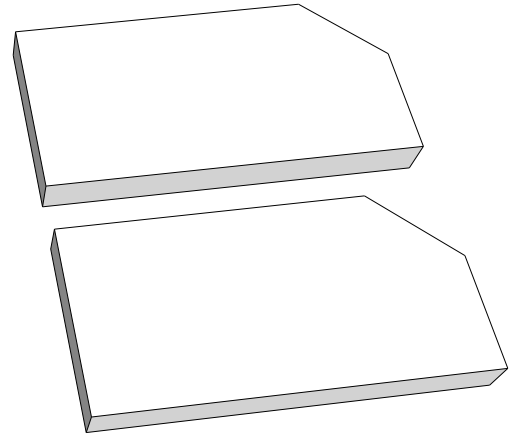
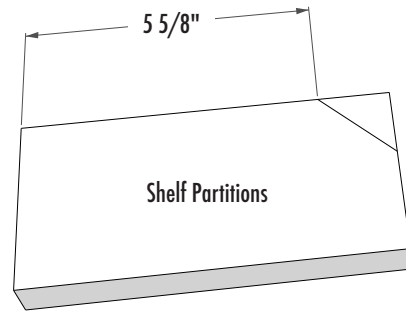
## Cabinet



## Drawer



# Lumber & Sheet Cut Layout Guide

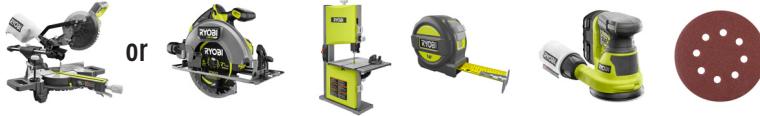


Tip - Wrap masking tape to set the depth of the hole. When the tape meets the wood, stop drilling.



# Assembly Instructions

## Step 1



Cut out all material using the Lumber & Sheet Cut Layout Guide. Drill the holes as indicated on Page 5.

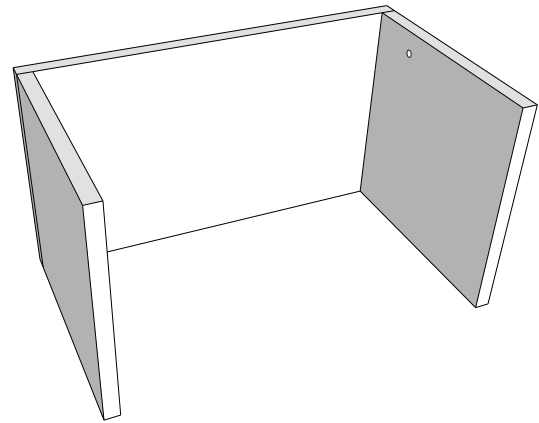
Some initial sanding can be done after cutting the boards and panels. Sanding pieces prior to building can make the process easier before final assembly. Refer to the last page for sanding information.

## Step 2



Align the 11-1/4" side panels to the 20" back panel as shown in the diagram. Make sure the side panel with the hole is on the right.

Glue and nail from the backside.

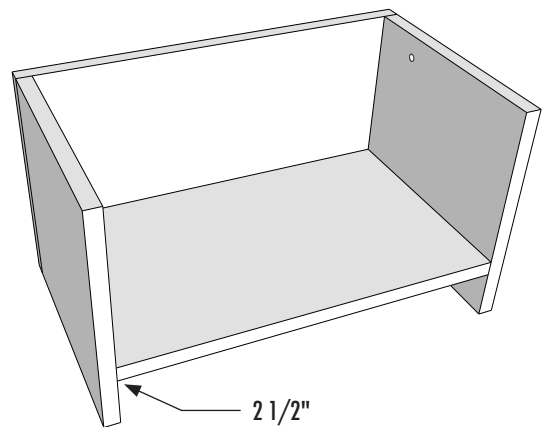


## Step 3



Align the lower drawer support 2-1/2" from the bottom.

Glue and nail together.

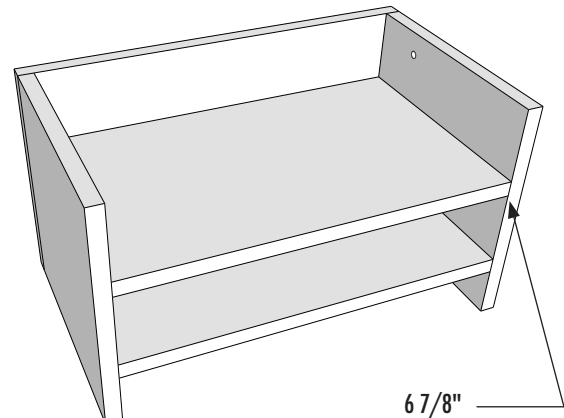


## Step 4



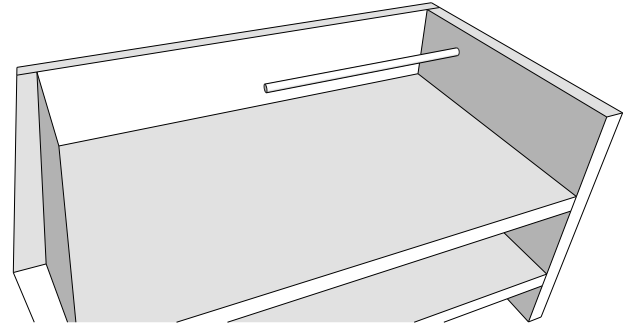
Align the upper shelf 6-7/8" from the bottom.

Attach with glue and nail together.



### Step 5

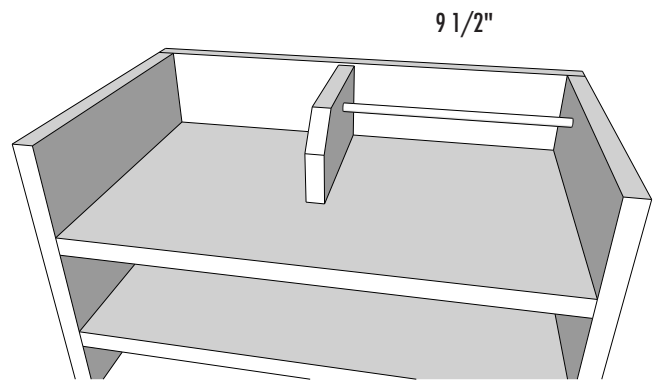
Slide the other end of the 3/8" dowel into the hole on the side panel.



### Step 6



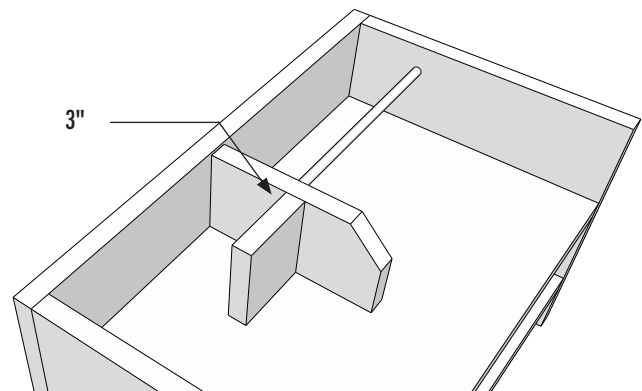
Slide the other end of the dowel into the hole of the partition board. Glue and nail the partition board 9-1/2" from the side side.



### Step 7



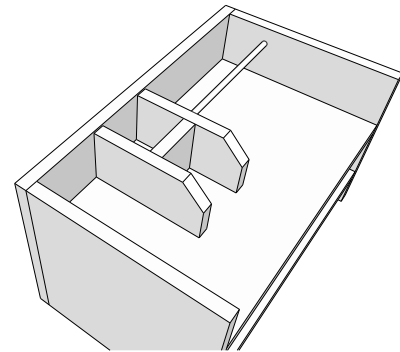
Measure 3" from the back board as shown in the diagram. Glue the divider to the bottom and side.



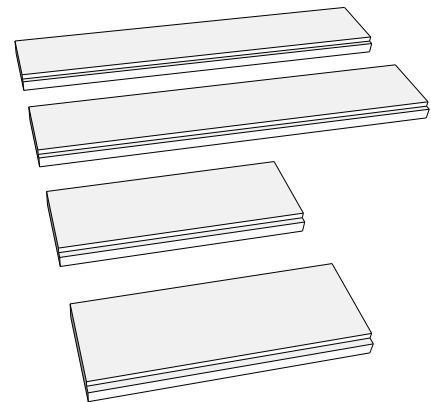
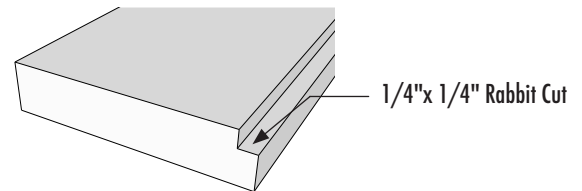
**Step 8**

Add the second partition along the divider.

Glue and nail the partition to the back and bottom.

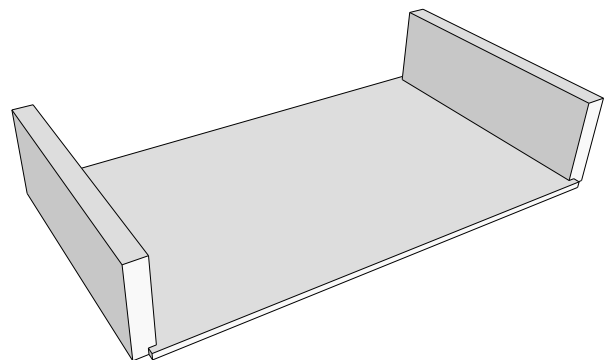
**Step 9**

Using the router and a 1/2" straight bit, cut a 1/4" x 1/4" rabbit into one edge of the drawer panels. The rabbit will be located at the bottom inside edge.

**Step 10**

Align both side panels to the drawer bottom.

Glue and nail together.



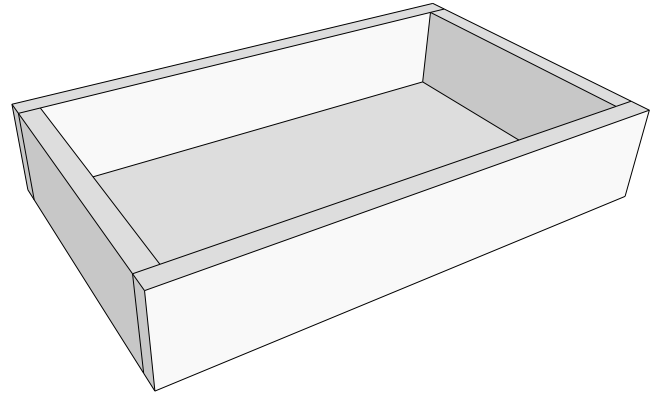


## Step 11



Align the front and back panels to the drawer bottom.

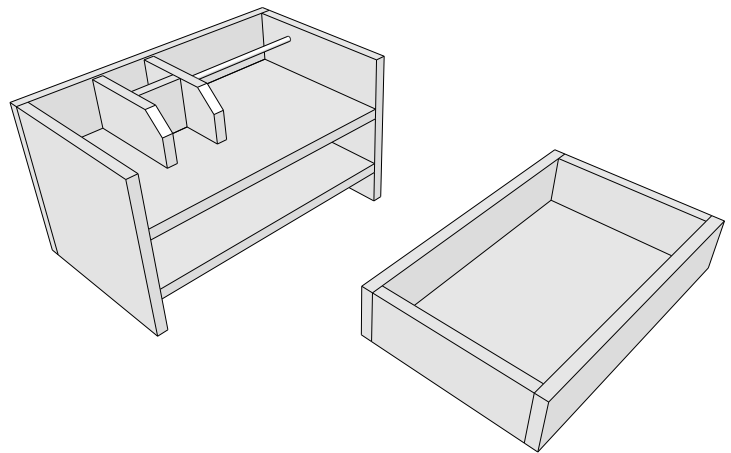
Glue and nail together.



## Step 12



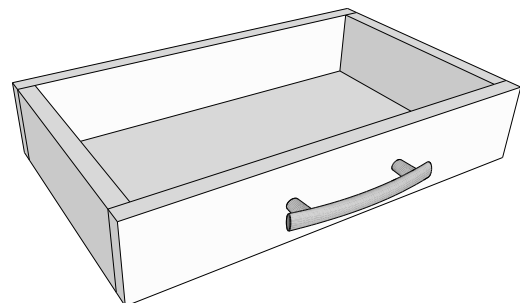
Sand the cabinet and drawer.



## Step 13

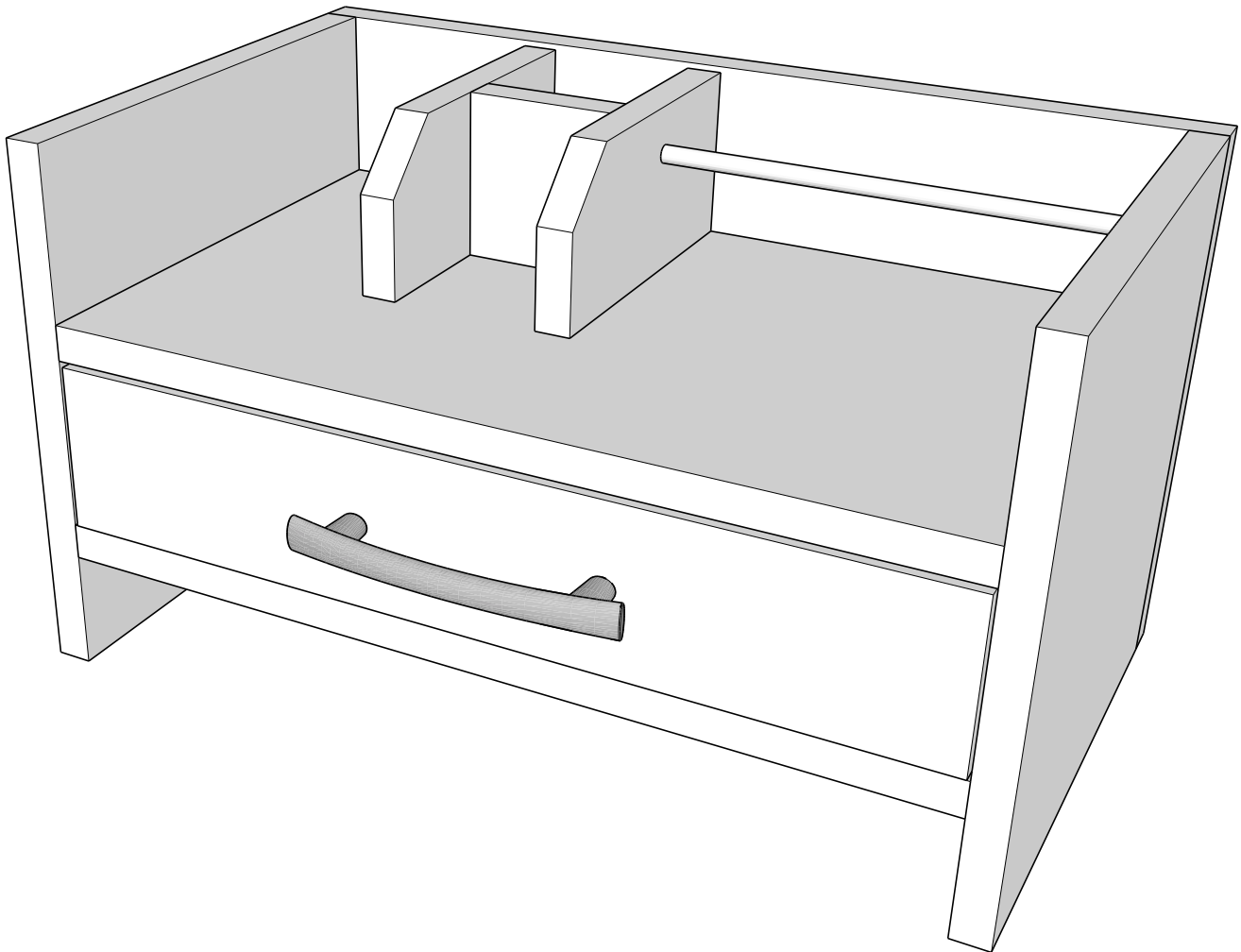


Add handle to the drawer.



## Step 14

Project complete!



**Rougher finish** – Use 60-80 grit sandpaper to hand sand with the grain of the wood.

**Smoother finish** – Use 60-80 grit sandpaper to remove scratches & imperfections. Followed by using 120-220 grit to smooth.

**Finish Sanding** – Use 320-400 grit sandpaper

**Super fine sanding** – Use 600+ grit sandpaper

