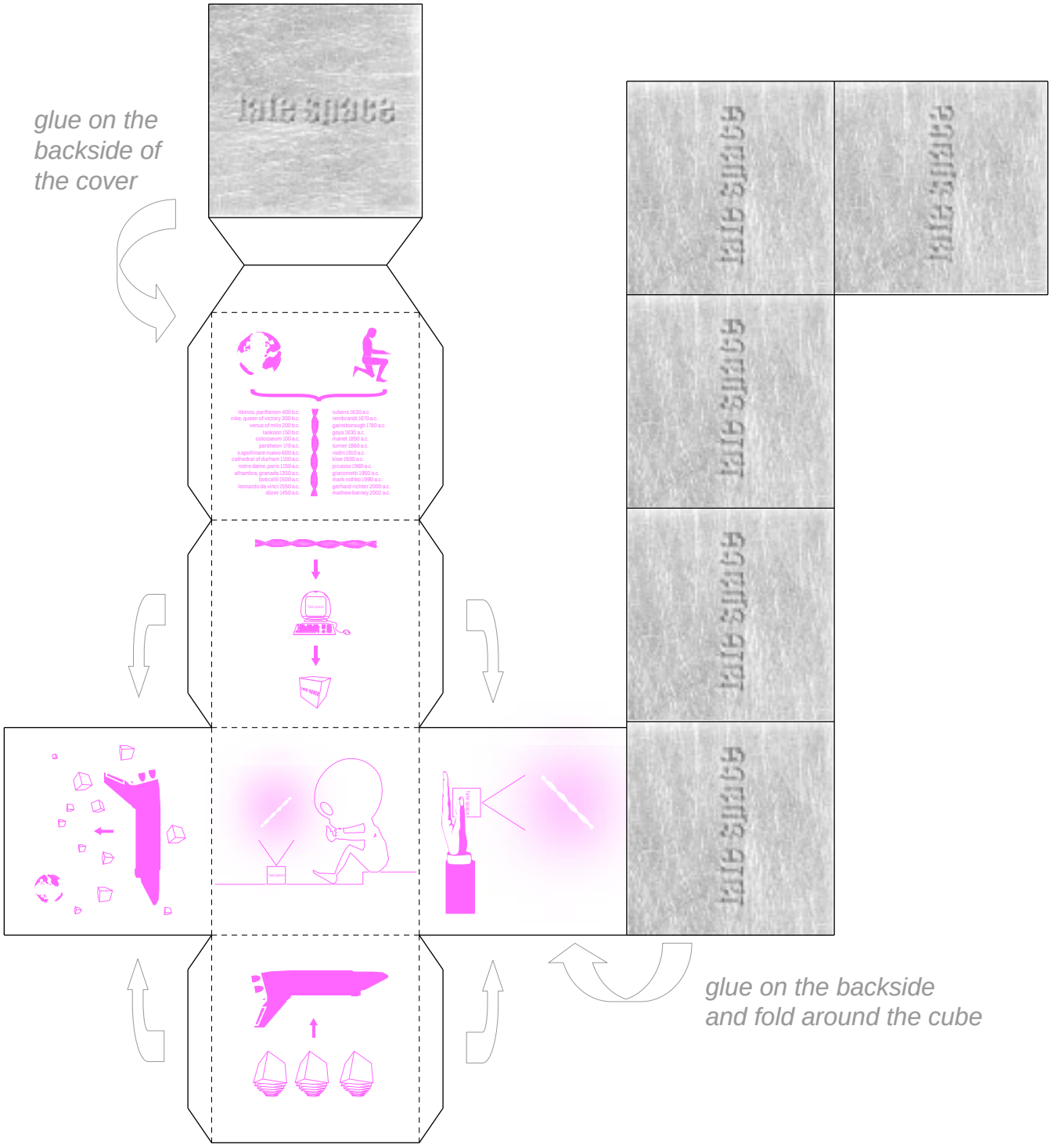

glue on the flap and fix it on the backside

fold to the front every dotted line

fold to the back every continous line