

# Chroma

## Quick Reference Guide

*Some features are available only in specific product levels*

\*All rights belong to their respective owners

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## Activation



Activation Dialog

Name: Your Name

Company: Your Company Name

Phone: Your Phone Number

E-Mail: Your Email

(\* required)

Product: Please select

Deactivate Activate Done

### Activating via Internet

Fill in the required activation information in the appropriate fields.

Type your individual activation serial number (that came with your copy of the Software) into the Serial Number field and then click the Activate Now button on the dialog.

### Activating without an Internet connection

If you have installed the software on a computer that does not have an Internet connection, you will need a site key (in addition to the activation serial number) to complete the activation.

Fill in the required activation information in the appropriate fields.

Type your individual activation serial number (that came with your copy of the Software) into the Serial Number field.

Click the Activate Now button on the dialog. You see a warning about your internet connection.

The Activation wizard dialog now has a new field for the site key. Contact technical support to get your site key and click the activate button.

## **Deactivation**

In the event you need to move your software to a new PC, you must first deactivate from the current PC. To do this you click the Deactivate button at the bottom.

After the software has been deactivated you can install on your new computer with your original serial number.

In the event that your old computer will not start or is destroyed, lost or stolen, Contact us to arrange activation on the new computer.

## Working with files

### New



Click on this icon to start a new design.

### Open



Click on this icon to open any existing embroidery file. You can select more than one designs to bring them in.

*Formats supported:* Native outline formats, Artista (art), Style sheet (stl), Melco Scalable (cnd), Melco DOS expanded (exp), Tajima (dst, dsb, dsz), Pfaff (ksm), Barudan Dos (dat & U01), Happy (tap), Toyota (10o), Pfaff PC-Designer V2.0 & V2.1 PC (pcs), Singer PSW (xxx), Pfaff Macintosh (pcm), Janome Scan-n-Sew PC/Elna Envision Scan PC (sew) Viking DOS Customizer/Customizer 95 (hus), Viking D1 (shv), Toyota Poem/Singer EU/Dos HuskyGram (csd), Baby Lock/Bernina Deco/Brother/Simplicity (pes), Janome/New Home 1000 (jef), Viking (vip, vp3, vp4), etc.

### Save



Save an existing file in any of the formats listed below.

After you choose save it will choose the name and where to save it. To change that you will need to rename the file, and choose where the file will be saved. You can also save a portion of the design by selecting "Selection only box".

*Formats supported:* Native outline formats, Style sheet (stl), Melco DOS expanded (exp), Tajima (dst, dsb, dsz), Pfaff (ksm), Barudan Dos (dat & U01), Toyota (10o), Happy (tap), Brother (phc), etc.

### Save As

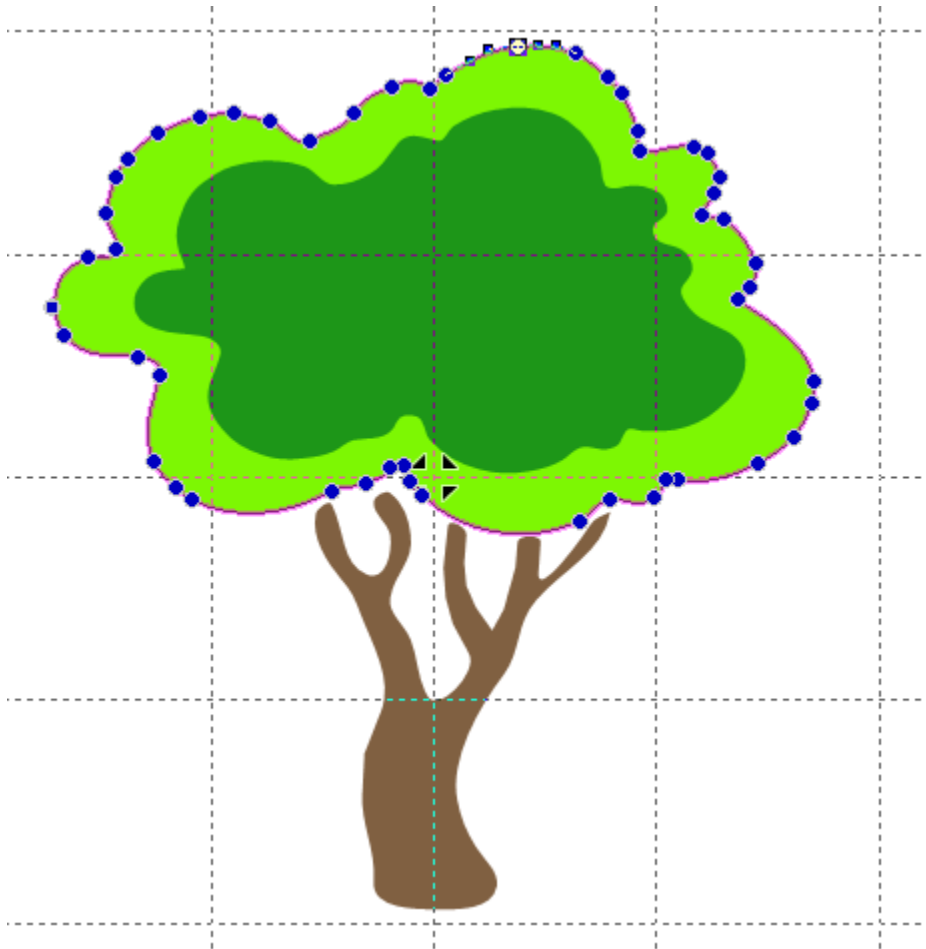
Use this function to save the file that you are currently working in. After you choose save you will need to name the file, and choose where the file will be saved.

### Merge



Merge or open an existing stitch file within an existing design.

## Import Artwork

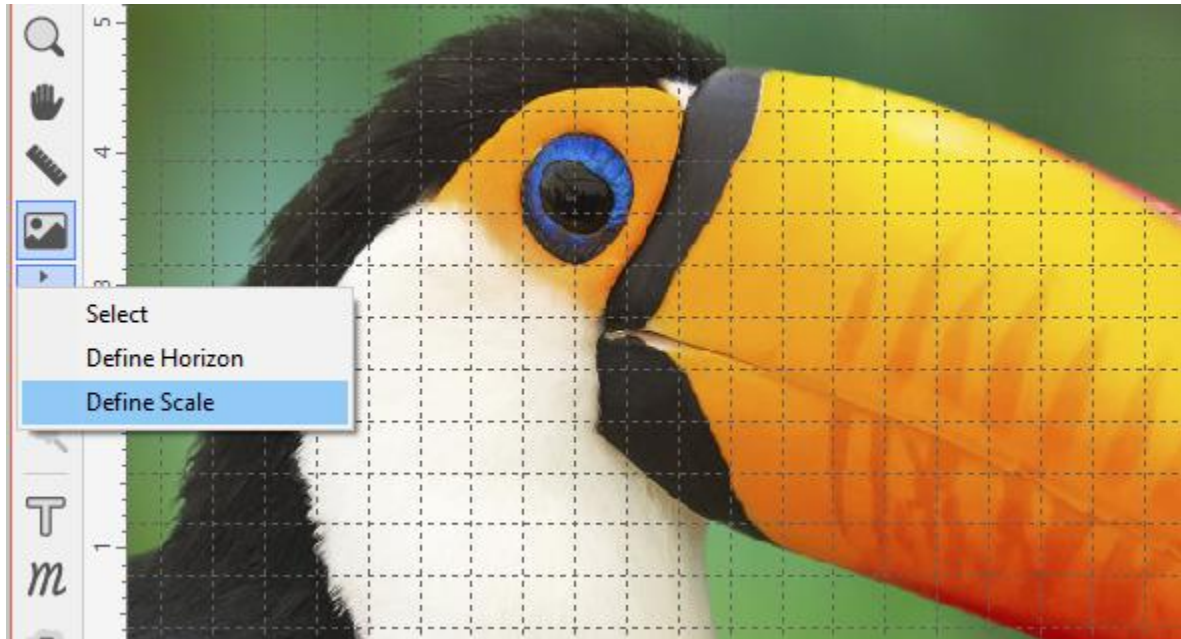


Use this to import vector artworks in AI, EPS, EMF, WMF, DXF, or PLT formats.

## TT Font

Use this function to bring in True Type Fonts which can be converted into embroidery.

### **Load Backdrop**



Use this function to import a bitmap for use as a backdrop to digitize your design.

### **Twain scanner**

Use this function to bring in an image directly from your scanner.

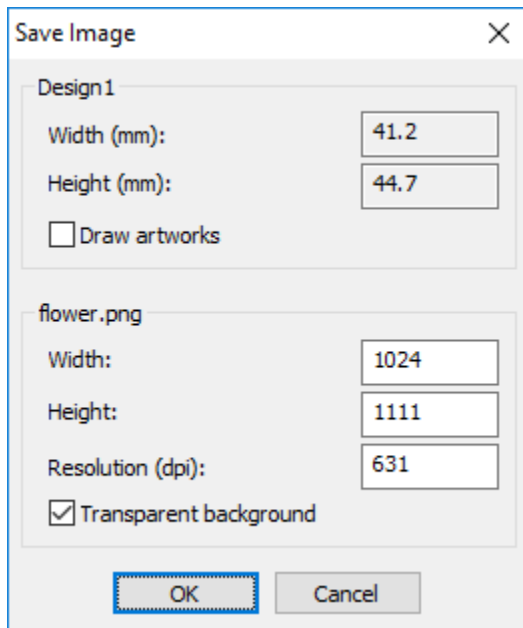
### **Close**

Use this function to close the file you are currently working on.

### **Close All**

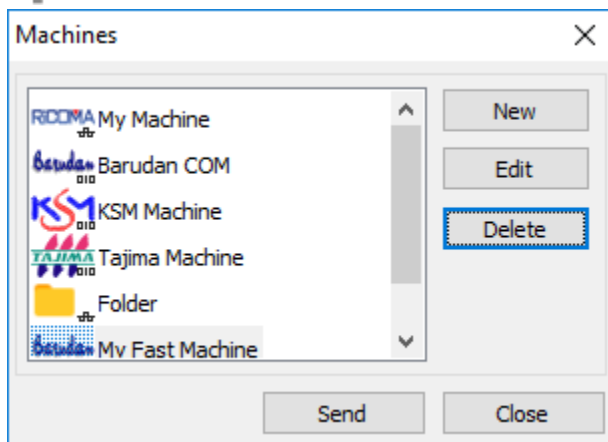
Use this function to close all of the files that are currently open.

## Save As Image



Use this function to save your design as a JPG or as a transparent PNG. Change the dpi to adjust the image resolution.

## Send to machine



Use the option to send a design to an embroidery machine. If your machine is not listed click on New button to setup a new one. To send a design with this option your machine must support a serial port connection.



## Batch Conversion



Batch design conversion

Source folder

...

Select

Destination folder

...

DST

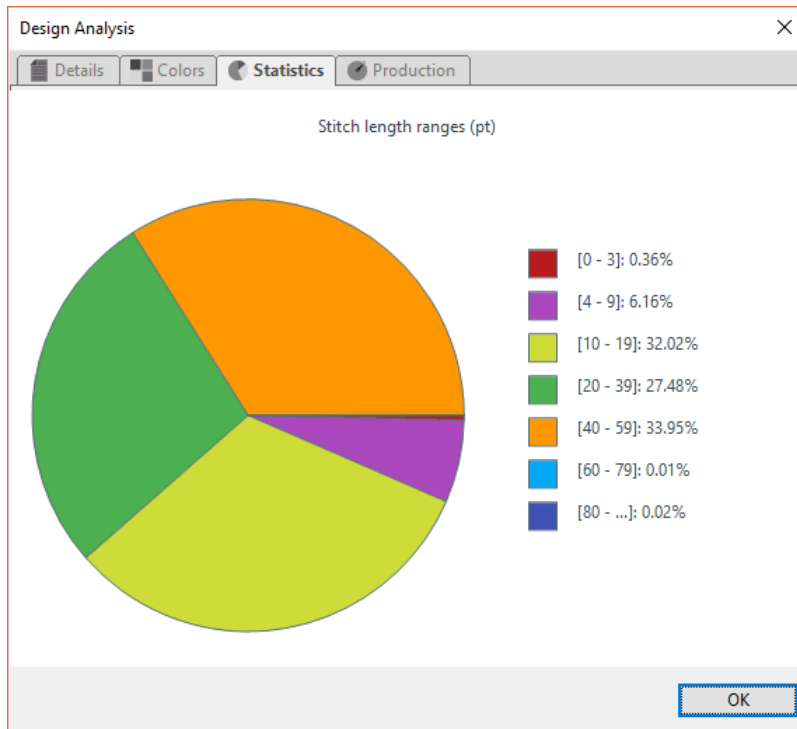
Ready

...

Start Close

This function allows you to convert multiple files into another format in one operation.

## Design Analysis



Design Analysis

Details Colors Statistics Production

Machine Times

Generic Edit Add Delete

RPM: 600, Trim (sec): 2, Color change (sec): 4

Sewing Time (h:m:s)

00:09:33

OK

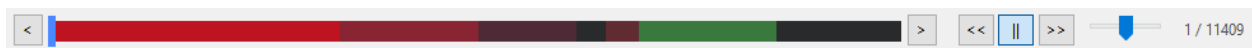
Use this option to get extended information about your design such as Stitch length ranges, Sewing time etc.

## Viewing designs

### Refresh

This will redraw the design on your screen to make sure all changes that you have made are currently shown.

### Slow Redraw



This function makes the redraw tool show up on the top of your screen. You can click and drag on the slider to see the sewing order of your design backwards or forwards. You can also use the forward and back arrows to redraw automatically and click pause to stop drawing. Move the speed slider to adjust the drawing speed.

To exit the slow redraw mode, right click or press Esc.

### Zoom



The "Zoom Tool" enlarges or reduces the view of the active window.

The left click enlarges the view by 2 times each time it is used. The right click reduces the view by 2 times each time it is used.

By clicking on and holding down the left mouse button, then dragging your mouse in any direction, it will fit to screen the selected area.

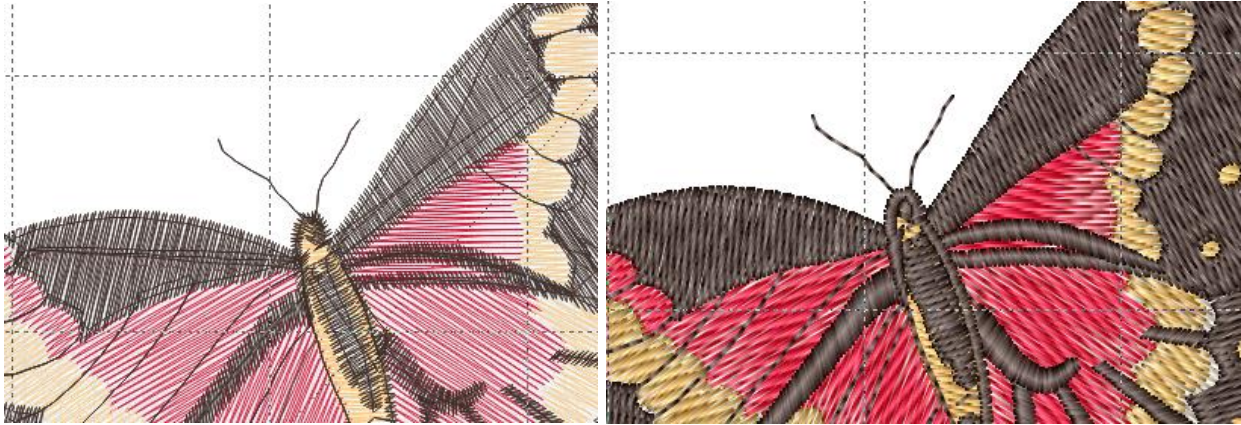
You can also use the mouse wheel to zoom in or zoom out. Holding down the control and using the wheel zooms in or out at the cursor position.

### Pan



When pan is activated you can move around in your design by left clicking and dragging on the screen without using the scroll keys. Pan can be activated at any time by holding the Space bar.

## Realistic View



This icon will allow you to toggle back and forth between seeing a realistic image of your embroidery to a flat depiction of the design.

## Grid



Turns Grid on or off. You can right click on Rulers to change the grid properties. You can also select Tools menu, General Options and then Grid tab to change the grid settings.

## Stitches



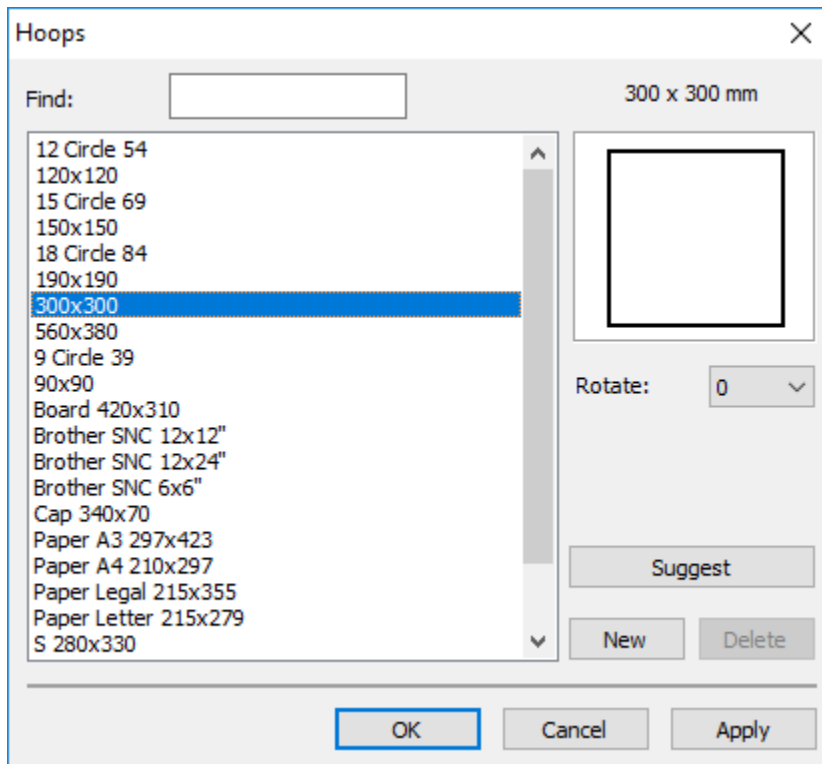
Turns Stitches on or off. If the stitches are turned off it will show the outlines only.

## Stitch Ends



Turns Stitch ends or needle penetrations on or off.

## Hoops



Use this icon to select a hoop size and bring it into your design space.

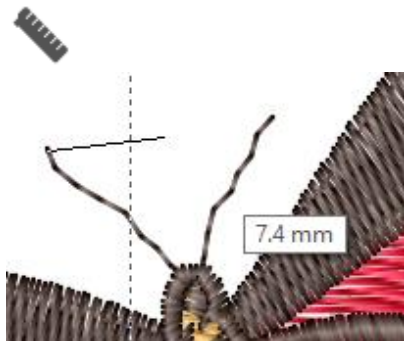
Also, this function allows you to create a custom hoop or choose an existing hoop and bring it to the center of your design.

## Commands



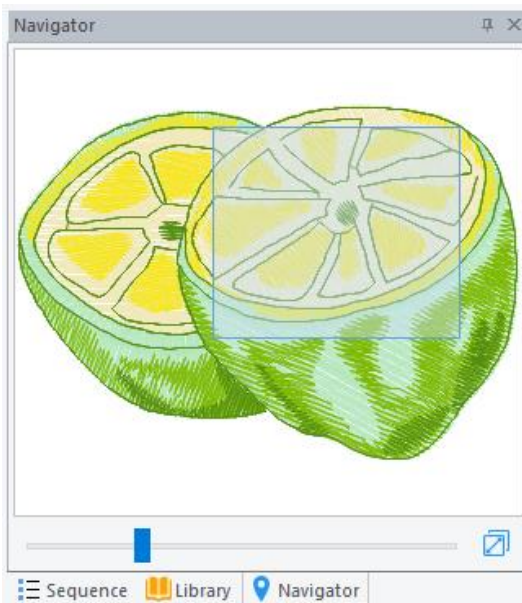
Turns Commands such as color changes and trims on or off.

## Ruler



Activates the ruler and allows you to click on the beginning and drag to the end to get a measurement of any part of your design.

## Navigator

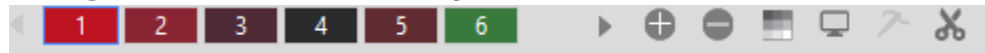


Navigator allows you to view areas of a design quickly by blending the Zoom and Pan tools into one window. You can access the Navigator on a tab at the bottom left of the screen, next to the Library and Color Sequence tabs.

You can move the blue box in the Navigator window to any area of the design.

## Working with colors

### Change a thread color on the palette



Left click on the color and a color selection window will come up choose the color and save. The color on the palette will change to the new color.

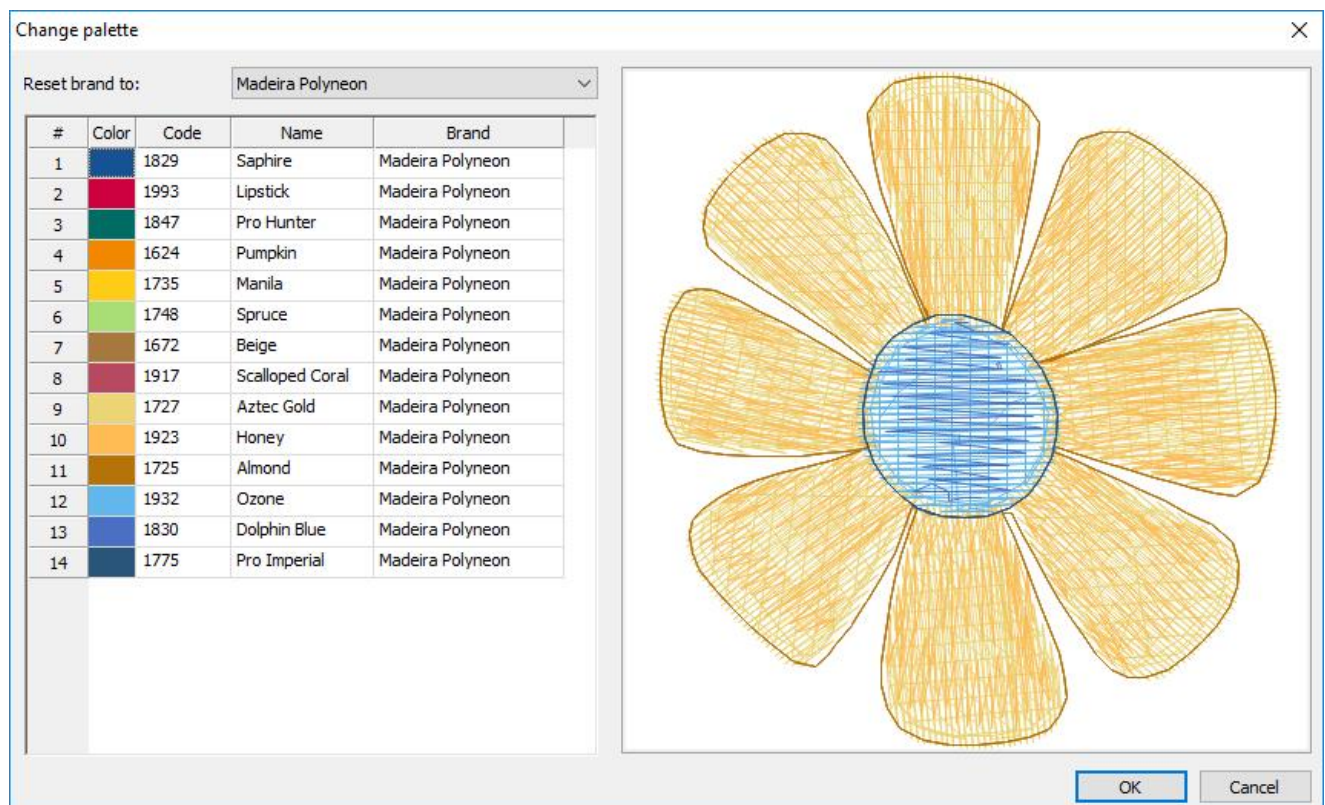
Select the segment either from the sequence window or the design window. Then right click on the thread color you wish to change it to and the segment will change to the new color. You can toggle the left / right click behavior in General Options / View tab.

Click on the 'plus' button to append a new color. Click on the 'minus' button to remove any unused color from the current design.

You can also insert a color change before the selected object or use the trim button to insert a trim.

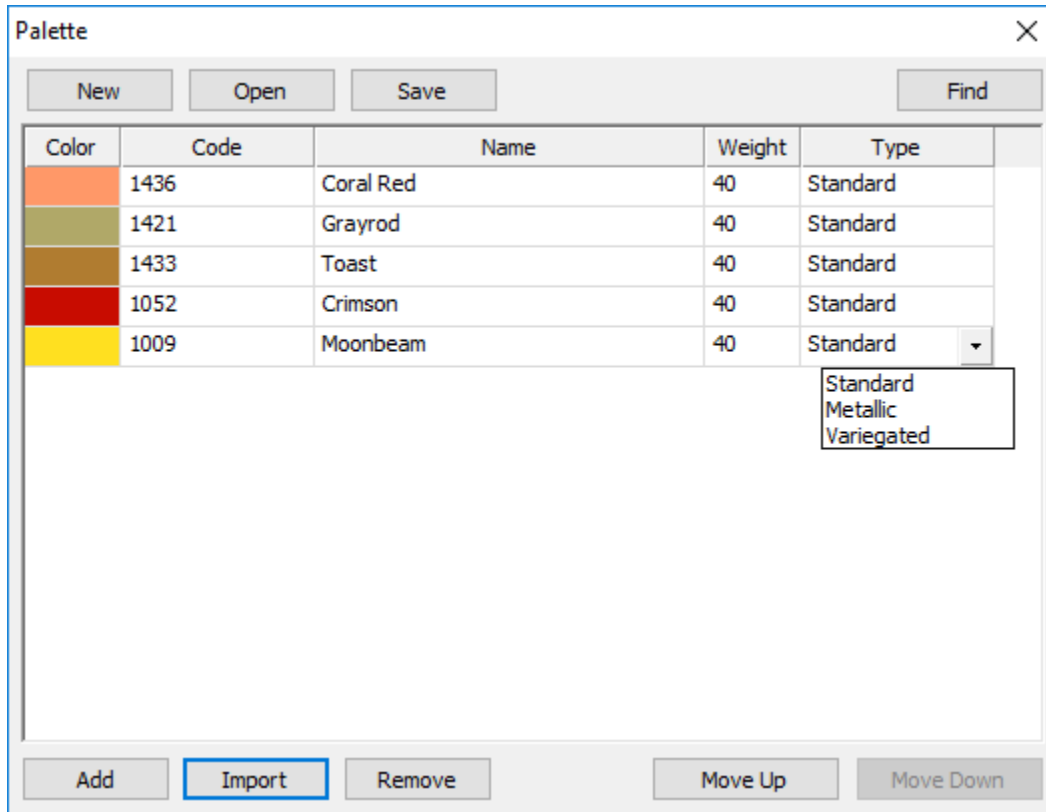
Click on the Screen icon to change the background color.

### Match Colors








Use this option to auto match current colors to a new Thread Chart.

## Palette Creator



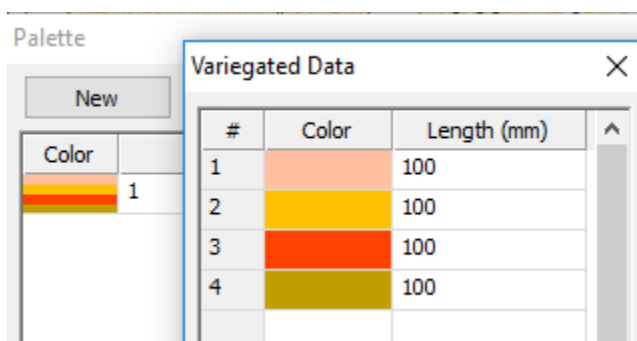
The screenshot shows the 'Palette' window with a table of color data. The table has columns for Color, Code, Name, Weight, and Type. The 'Type' column for the last row is open, showing a dropdown menu with options: Standard, Metallic, and Variegated.

Color	Code	Name	Weight	Type
	1436	Coral Red	40	Standard
	1421	Grayrod	40	Standard
	1433	Toast	40	Standard
	1052	Crimson	40	Standard
	1009	Moonbeam	40	Standard





Standard  
Metallic  
Variegated

Use this option to create your own color palette. You can import threads from existing thread charts, change the color by clicking on the first cell and assign special attributes like Metallic or Variegated.

The thread Width and Metallic settings are used in realistic view of designs.



The screenshot shows the 'Palette' window with the 'Variegated Data' dialog box open. The dialog box has a table with columns for #, Color, and Length (mm). The table contains four rows of data.

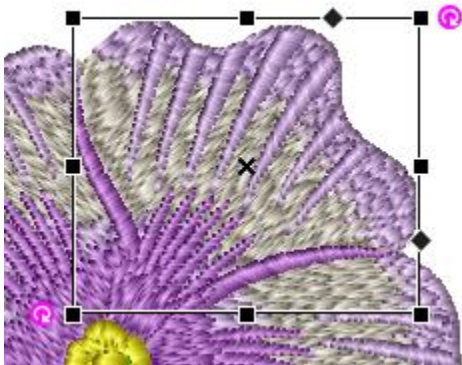
#	Color	Length (mm)
1		100
2		100
3		100
4		100

The Variegated attribute lets you create multi color threads.



## Editing tools

### Select Tool



Click and drag a box around whatever you wish to select on the screen. Left click to select a single object.

Use the beads around the box to apply transformations (resize, rotate, slant). Click on the cross at the center to move the selected object.

You can also press and hold the Ctrl key to add more objects into the current selection.

Press and hold the Ctrl+Shift key to remove objects from the current selection.

Press and hold the shift key while dragging the selected objects to move them horizontally or vertically.

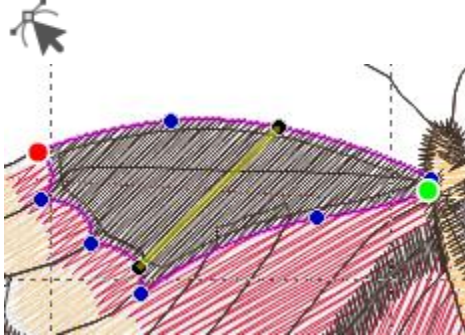
You can also right click on a selected object to get additional options such as Copy, Paste etc.

### Lasso Tool



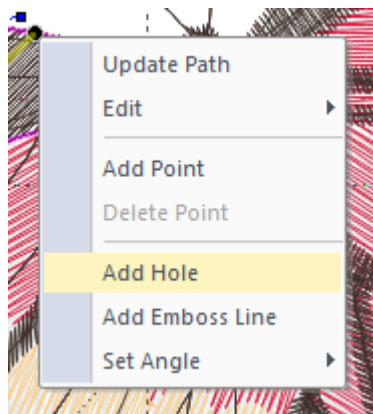
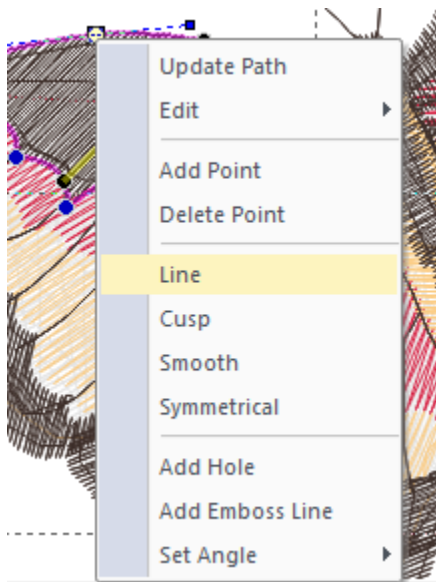
Use this tool to draw a line around a specific part of your design you wish to select. Right click to end lasso select.

## Shape Tool



This function will allow you to click and drag on the nodes in the outline format portions of your design. This will change the shape of the object. Hit Enter (or Right click) to see the changes in the outline shape.

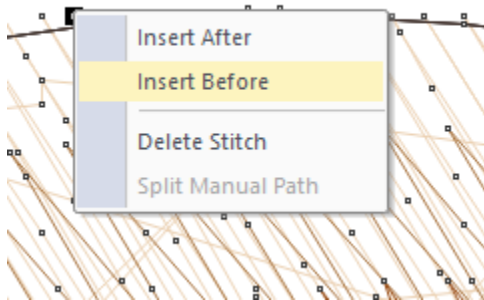
The Green bead is the entry point and the Red the exit. All outline points are marked blue and angle lines yellow.



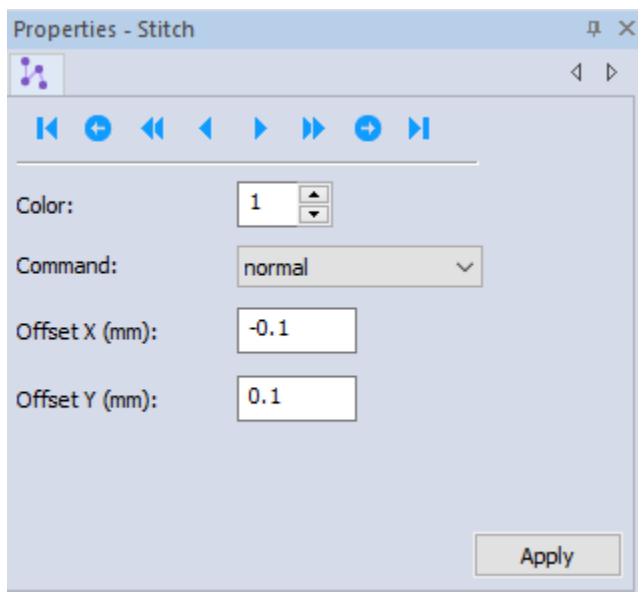
Right click on the outline to find additional options such as Adding and Deleting points, adding holes (for complex fills). Right click on an outline point to change the point attributes (smooth, line etc).

You can also click and drag to multi select outline points.

## Stitch Editing Tool

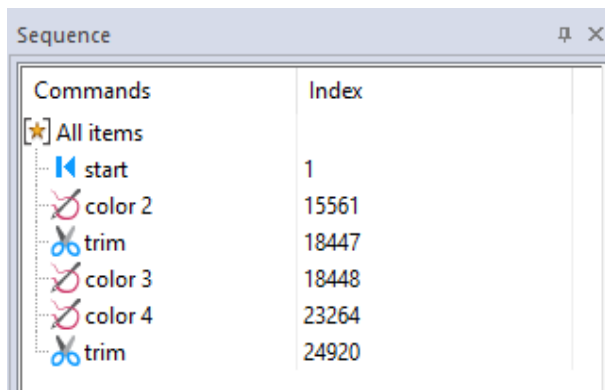


This function allows you to make changes to the manual stitch areas of your design, such as adding commands changing colors and moving individual stitches. Right click to find options such as Inserting or Deleting stitches.



On the properties you can change the command and the offsets of the selected stitch.

You can also click and drag to multi select stitches.



The screenshot shows a window titled 'Sequence' with a list of commands and their corresponding indices. The window has a standard title bar with a maximize button and a close button. The list is organized into two columns: 'Commands' and 'Index'. The commands are listed in a hierarchical manner, with 'All items' at the top, followed by 'start', 'color 2', 'trim', 'color 3', 'color 4', and 'trim'. Each command is preceded by a small icon: a star for 'All items', a blue arrow for 'start', and a pair of scissors for 'trim'. The 'color' commands are preceded by a red 'X' icon. The indices are numerical values ranging from 1 to 24920.

Commands	Index
[★] All items	
start	1
color 2	15561
trim	18447
color 3	18448
color 4	23264
trim	24920

In the sequence view you can view and navigate to the special stitch commands.

## Editing objects

### Cut



This function will delete the selected item and place it on the clipboard.

### Copy



This option will place a copy of the selected item on the clipboard.

### Paste



This function will place whatever has been saved on the clipboard. It will be positioned directly over the original (if pasted into the same window). Once the item has been pasted, move the pointer over the original, hold down the left mouse button and drag the copy to a new position.

### Undo



Use Undo to cancel the last operation you performed.

### Redo



Use Redo to retrieve the last operation you deleted.

### Duplicate



This function will allow you to copy, re-size and re-orient any selected item on your screen as many times as you wish, by clicking and dragging. To stop duplicating right click on your mouse.

**Insert**

This function will allow you to paste anything you have on your clipboard into the sequence view at the right of your screen, or on the design window itself.

**Delete**

This function will remove anything you have selected on your screen from your design.

**Select All**

This function selects your entire design.

**Break up Text**

This function will break up any selected group of text into individual letters which can be moved or edited separately.

**Transform**

This function will allow you to resize, flip or rotate any selected item.

**Rotate Left**

Use this icon to rotate any selected design or portion of your design 90 degrees to the left.

**Rotate Right**

Use this icon to rotate any selected design or portion of your design 90 degrees to the right.

**Flip Vertical**

Use this icon to flip selected design or portion of your design upside down.

**Flip Horizontal**

Use this icon to flip selected design or portion of your sideways.

### **Optimize sequence**



This icon is used to reorder the sequence of the selected segments of your design so that it will sew out in a logical order.

### **Optimize entry exit**



This will change the entry and exit points of the different selected segments of your design so that it minimizes the distance between them.

### **Color Sort**



This icon is used to minimize the amount of color changes in your design. This only changes the order of free standing selected segments. If segments are overlapping they will be ignored.

### **Align**



Use these buttons to align multiple selected objects. You can align objects to the left, right, top, bottom and to the horizontal or vertical center.

### **Group**



Use this function to group multiple selected objects.

### **Un Group**



Use this function to ungroup grouped objects.

### **Shaping**



Use these functions to apply shaping transformations on two selected objects. The transformations that can be applied are Trim, Weld and Intersect.

### **Break-Apart**



This option breaks-apart selected objects into individual objects.

### **Combine**



This option combines individual objects into a single object.

### **Distribute**

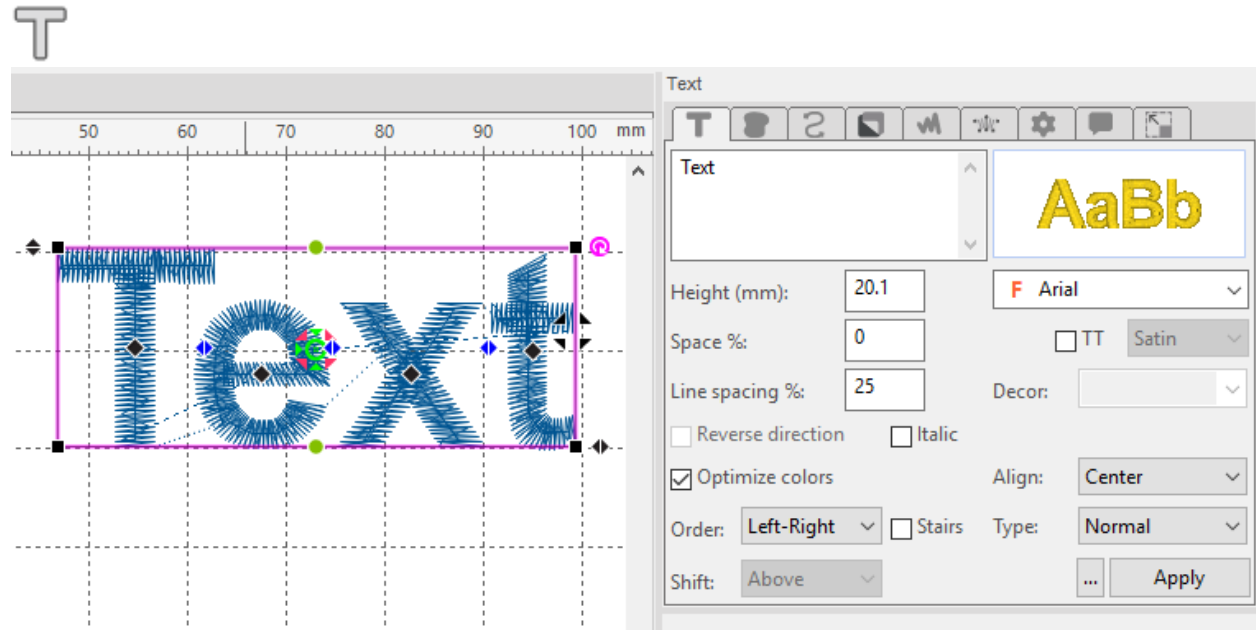


Use these functions to distribute Horizontal or Vertical spacing between objects. At least three objects must be selected.



## Lettering

### Text



The Text tool allows you to create lettering on a straight line or circle.

Click on the "T" icon for text. Click on the screen at the point at which you want your lettering to begin (A Letter "A" will appear on the design page).

In the properties box on the right of the screen you can choose circle or line, choose the height of your lettering and the font of your choice.

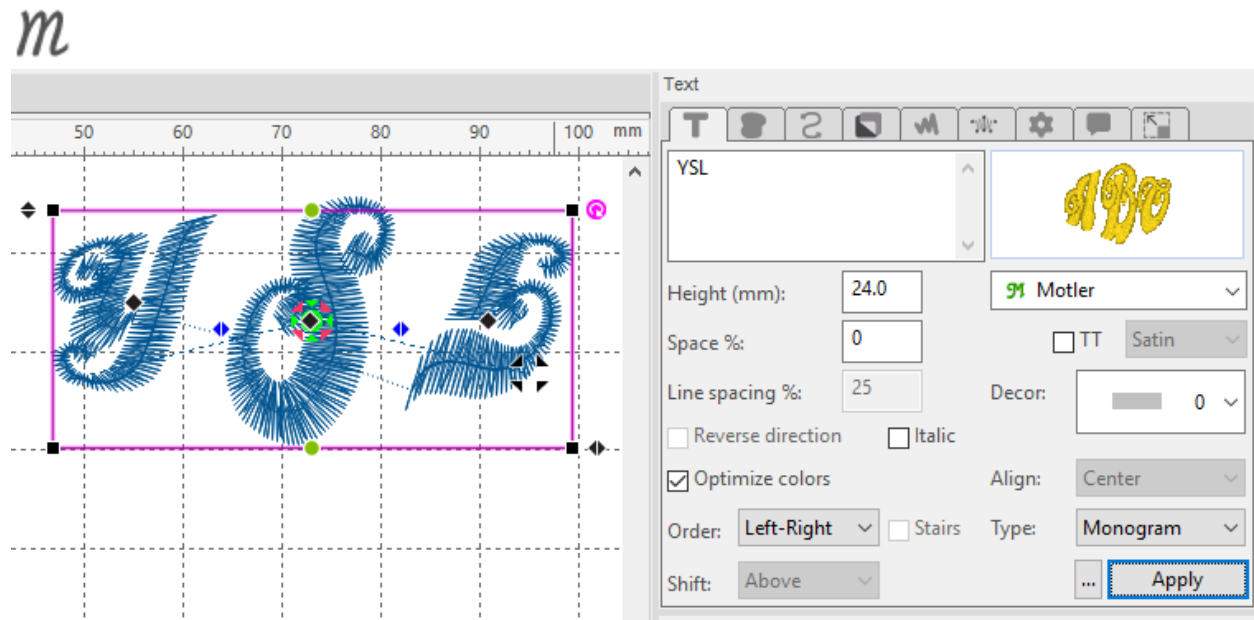
In the Text Properties Box, select the letter A in the text input box. Using your keyboard, type the word(s) you want to add to the design.

Finally, set the text properties such as height, font style, etc and click Apply.

If you right click on the lettering you can also use the envelope tool to create a multitude of shapes from bridge to pennant.

The handles on the text frame let you change the Height, the Width and Rotate the text. Also, you can click on the black diamond handles to change individual letters or click on blue diamonds to adjust the spacing.

## Monogram Tool



The Monogram tool allows you to create monogramming on a straight line. Click on the "M" icon for text. Click on the screen at the point at which you want your monogramming to begin (The Letters "ABC" will appear on the design page). In the properties box on the right of the screen you can choose the height of your lettering and the font of your choice.

In the Text Properties Box, select the letters ABC in the text input box. Using your keyboard, type the letters you want to add to the design. Finally, set the text properties such as height, font style, etc and click Apply.

If you right click on the lettering you can also use the envelope tool to create a multitude of shapes from bridge to pennant.

## Name Drops



Name Drops

	A	B
1	David	Adler
2	Samuel	Beckett
3	Jimi	Hendrix
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		
17		

Import Export Reset

Max width (in): 15.75

Fit in width method: Shrink

☒ Create single file

Templates

Text style A: Paris Text style B: Bauhaus

Decor: C:\Decors\Flower.lbf

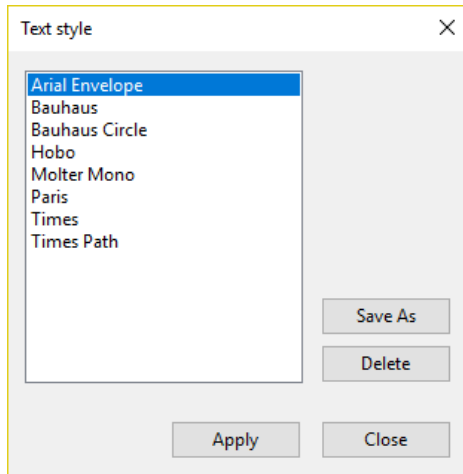
Decor align: Left Decor scale %: 130

Create Save Close Preview

Use this feature to auto create name lists. Before you enter to Name Drops dialog you need to create a text and adjust the settings (font, height, line spacing, etc.). Then select the text object and click on the Name Drops button.

If you select two different text objects, the first will be used as Style A and the second as Style B. This way you can apply different Font styles per line (A and B). Any additional selected objects will be used as decoration.

Alternatively, you can start Name Drops without selecting any text object and use existing Text Styles created from Text properties tab (next to Apply button):

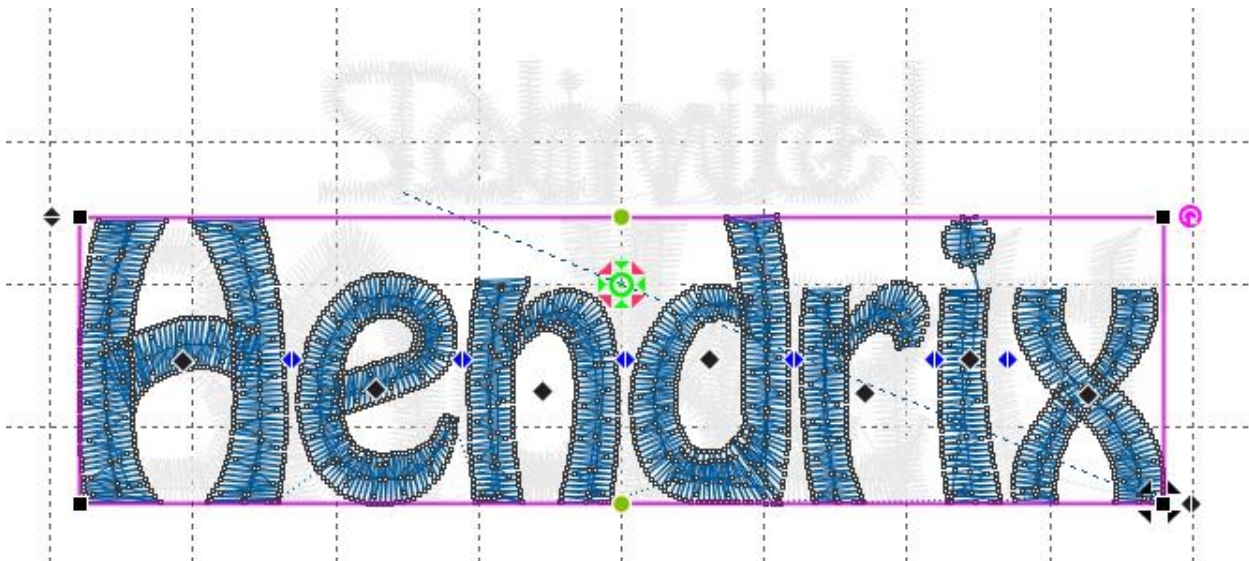


In Name drops dialog enter the names in the grid and optionally select the Fit method to make sure long names won't go outside a specific area. Also, you can select a decoration design, import the names from a .txt or .csv file or save the current configuration as a Template for later use.

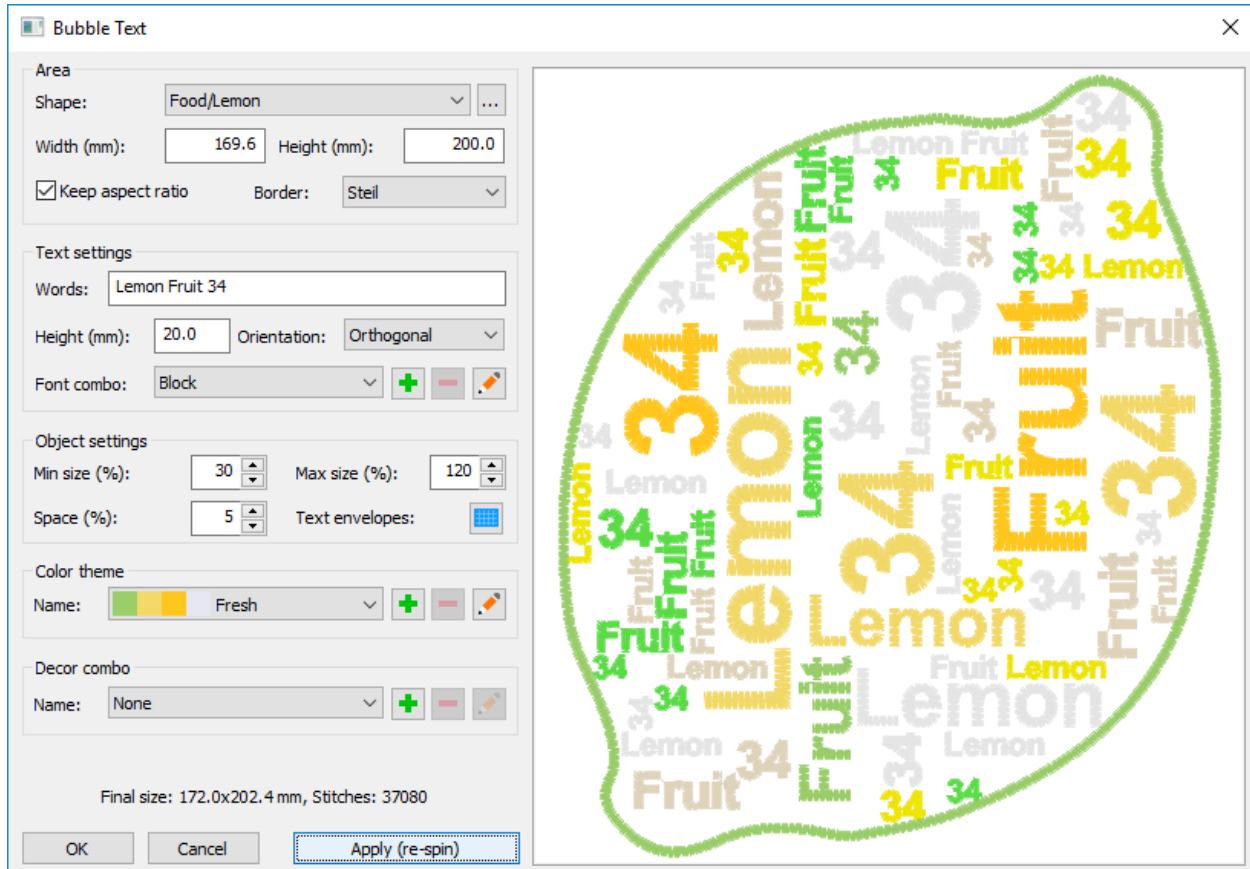
To see the preview of a name, click on the grid cell and then press the Preview button.

Finally, you can create all names (separated by Stop commands) and send them to the current view or save them as multiple files.

In the design view you can quickly navigate from one Text object to another by selecting the Text tool and then pressing the keys Ctrl+PageUp or Ctrl+PageDown. It will automatically hide all objects except of the current text. To show all objects again go to sequence view, right click and select View / Show All.



## Bubble Text



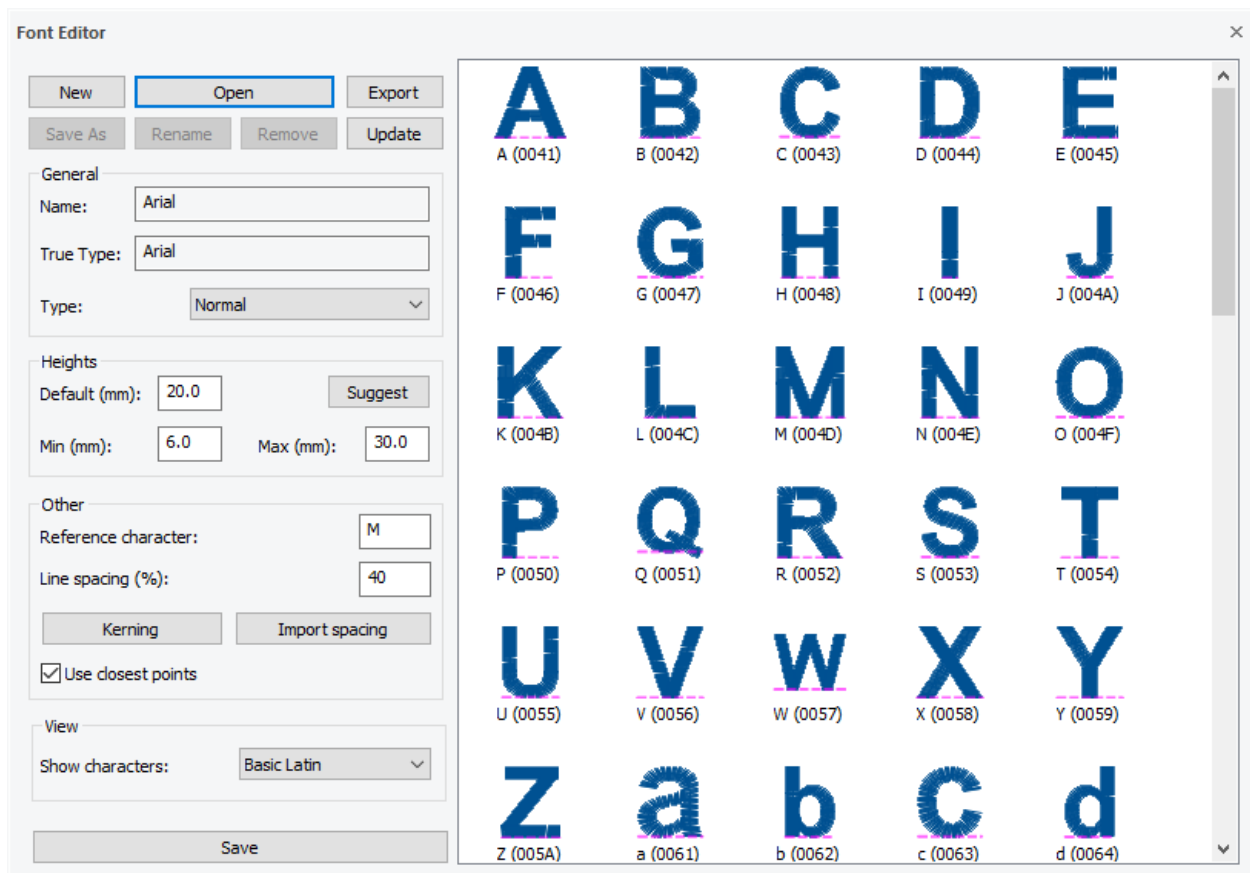
The Bubble Text Tool is a fun and easy way to create text designs that you may recognize as “Subway Art”. Select a shape, type the words and click Apply to create your design.

If you wish to keep two words together like ‘New York’ instead of space between use the underscore symbol (e.g. New\_York).

In this dialog you can also select the Orientation type, create your own font combo, apply text envelopes, select a color theme, etc. You can even add decorations to your design.

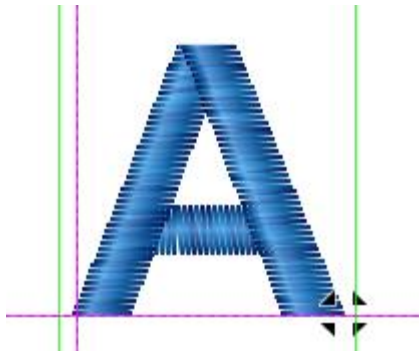
Also, you can use your own shape by creating or importing an artwork in the main window. Then you can select it and click on the Bubble Text button to bring it into the dialog.

## Font Editor



Use this option to modify or create new fonts.

Click on Open to load an existing font. Then double click on letters to open them for editing.



You can adjust the vertical or horizontal offset by moving the magenta lines or the spacing by moving the green lines. Also, you can change the Kerning or import spacing from True type fonts.

Finally click on Save button to store your font changes.

To create a Font click on New button and select a true type font to use it as template.

When creating a font you should use Run and Satin paths. In some special cases you can also use complex fills.

## Digitizing tools

Use the Digitizing tools to create outlines filled with stitches. In General Options / Digitizing tab you can select the default input type (Quick, Bezier, etc.) and several other input options.

Curve points are marked with blue circles and corners with blue rectangles.

While inputting points you can press Backspace to delete your last point or Esc to reject the entire path.

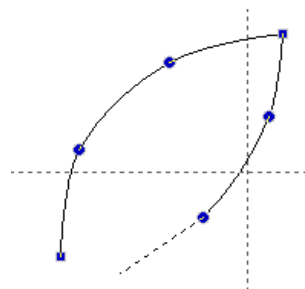
### Manual run stitch



To use this tool, left click on your mouse where ever you want to place a new stitch.

The distance between clicks will be the length of each stitch. Finish with Enter or Right click.

### Running stitch



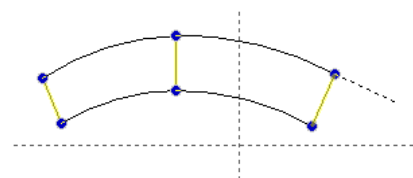
To use this tool, left click on your mouse where ever you want change the direction of your running stitch.

Press the Ctrl button to create curved lines. Finish with Enter or Right click.

To create a new branch press the letter "N".

You can change the length of each individual stitch in the properties box. You can also select in properties the running stitch type (motif etc) and a pattern.

### Classic Satin



To use this tool, left click on your mouse on the left and then right side of the satin stitch you wish to create.

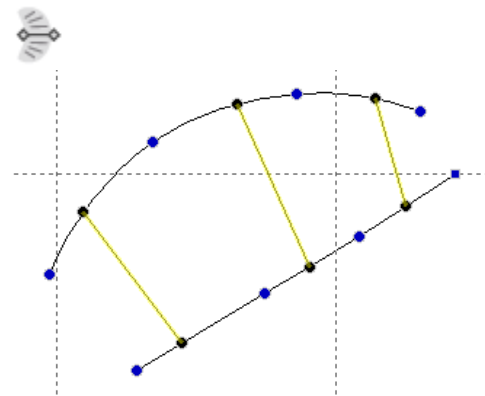


Each time you wish to change either direction or width add another set of clicks (left and then right).

For curved satin stitches hold down the Ctrl key. Finish with Enter or Right click. To create a new branch, press the letter "N".

In Fill tab in properties you can change the density, the fill type and the pattern. In Underlay tab you can select the underlay type and in Pull. comp tab the pull compensation for your fill. In General tab you can also change the density profile to apply a gradient fill. In Column tab you can set a jagged type and select between different splitting options.

## Satin



To create a satin stitch using this method left click on the first side of the satin and when you reach the end right click and then define the second side of the satin.

For curved satin stitches hold down the Ctrl key. Finish with Enter or Right click. To create a new branch press the letter "N".

In advanced mode you are also able to input angle lines and the entry / exit points.

In Fill tab in properties you can change the density, the fill type and the pattern. In Underlay tab you can select the underlay type and in Pull. comp tab the pull compensation for your fill.

In General tab you can also change the density profile to apply a gradient fill.

In Column tab you can set a jagged type and select between different splitting options.

## Steil



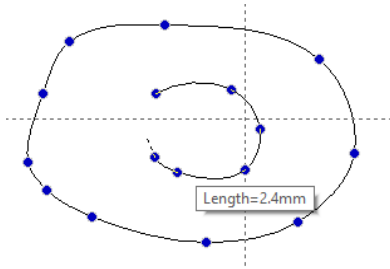
To create a steil stitch left click on the center of the steil (hold the Ctrl key for curves).

When you are finished Enter or Right click.

To create a new branch, press the letter "N".

In Steil tab in properties you can define the width of the steil and change the density. In Underlay tab you can select the underlay type and in Pull. comp tab the pull compensation.

## Complex Fill



To create a complex fill, define the outside shape by left clicking (hold the Ctrl key for curves).

If you wish a hole or void within your fill, after you finish the outside shape hit the letter "H" and define the interior shape.

Repeat as many times as you have holes. When you have finished Enter or Right click to complete.

In Advanced input mode you can also set the angle line and the entry / exit points.

In Fill tab in properties you can change the density, the fill type and the pattern. In Underlay tab you can select the underlay type and in Pull. comp tab the pull compensation for your fill.

In General tab you can also change the density profile to apply a gradient fill.

## Applique



Define the shape of your applique by left clicking (hold the Ctrl key for curves). When you are finished Enter or Right click to end. To create a new branch press the letter "N".

In properties in Applique tab you can define the width and the top stitching type. You can also turn on or off the positioning and the tack down stitching.

## Sequin Run



Create the sequin run by left clicking (hold the Ctrl key for curves). Enter or Right click to finish.

To create a new branch, press the letter "N".

Use the properties box to define the size of your sequins and the pattern of the tack down.

### Sequin Fill



To create a sequin fill, define the outside shape by left clicking (hold the Ctrl key for curves). If you wish a hole or void within your fill, after you finish the outside shape hit the letter "H" and define the interior shape.

Repeat as many times as you have holes and when you have finished Enter or Right click to complete.

Use the properties box to define the size of your sequins and pattern of tack down.

### Cross Stitch Fill



To create a cross stitch fill, define the outside shape by left clicking (hold the Ctrl key for curves). If you wish a hole or void within your fill. After you finish the outside shape hit the letter "H" and define the interior shape. Repeat as many times as you have holes and when you have finished Enter or Right click to complete.

Use the properties box to define the size of your cross stitches.

### Artwork Tool



The artwork tool consists of a pen to draw shapes, and ellipse to draw circles and ellipses and a rectangle tool to draw rectangles and squares.

To force a square or circle hold down the Ctrl key.

### The symbol Tool



The symbol tool contains pre-digitized objects, which you can add to your designs and re-size and re-orient.

It is similar in nature to copying an object. The main difference is you have control over the size and angle of the design while placing it inside the design page.

You can Left click to add a copy or Left click and drag to re-size and re-orient the objects.

You can create your own if you have a motif that you use often.

### **The Magic Wand**



This tool works with the backdrop you import. This function automatically traces perimeters of shapes without the need to manually enter each individual point. It is activated after choosing a digitizing tool.

### **Bead Tool**



The Bead tool lets you create mark stitches to help you manually place beads on the fabric.

### **Note Tool**



The Note tool lets you add information text to your design.

### **Carousel**



The carousel tool will place any selected whatever design segments or group of design segments you have selected onto a circle.

### **Repeat**



This function allows you to repeat any selected design so that it can be sewn out as patches or name tags. This is for sewing multiple designs for use with a patch frame.

### **Auto-Baste**



This function will add a basting stitch that will outline your finished design. It will sew out first to attach your fabric to the stabilizer before you start to digitize your design. This is used to ensure that the fabric doesn't move within the hoop as it is sewing.

### **Start/Stop**



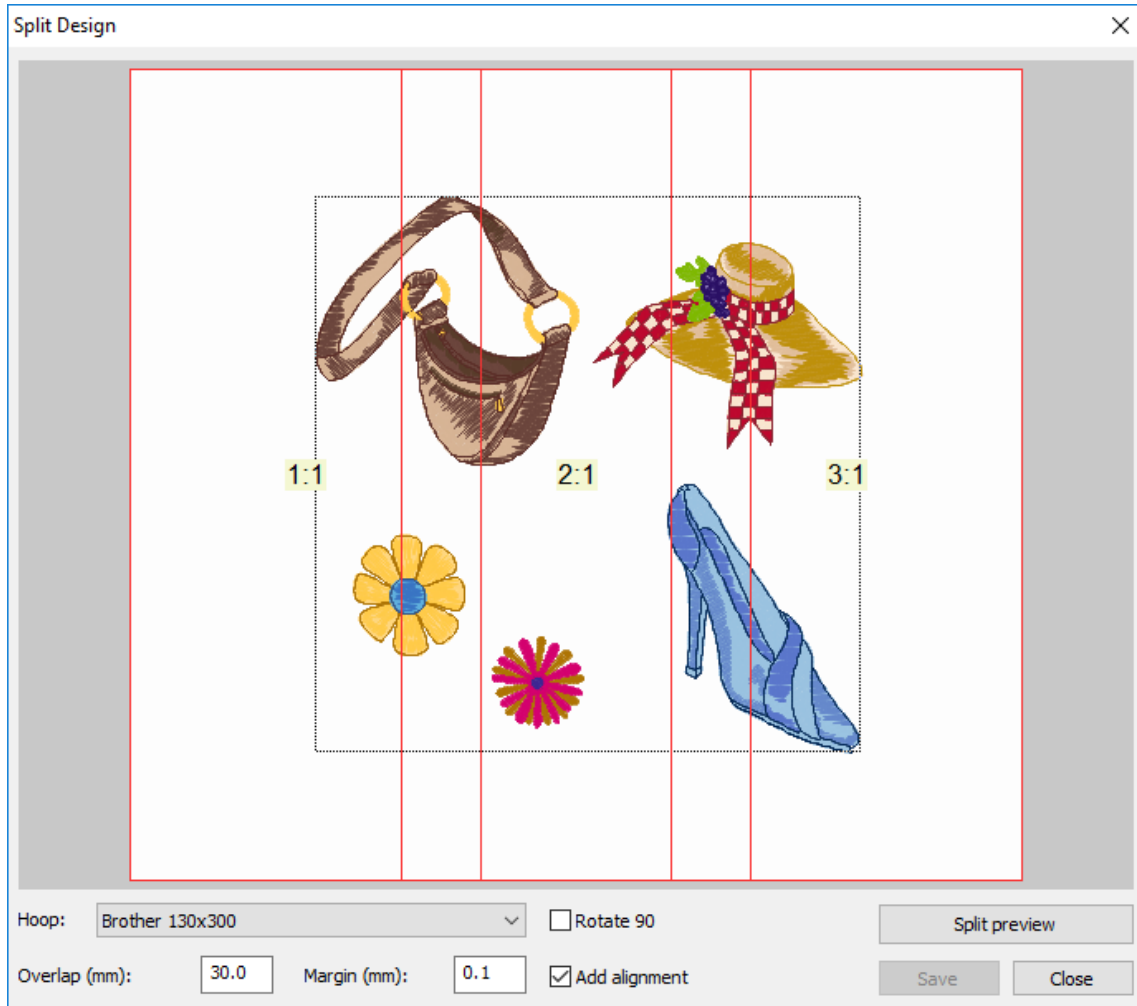
This icon is used to set where you want your design to stop and start. To view the Start/Stop location of any design, simply click on the icon toggling it on. The default Start /Stop position of the design is center start and center stop.

### **Auto Lockstitch mode**



When this icon is activated it will place a lock stitch at every trim and color change when saving the design in a machine format (DST, EXP etc).

## Split Design

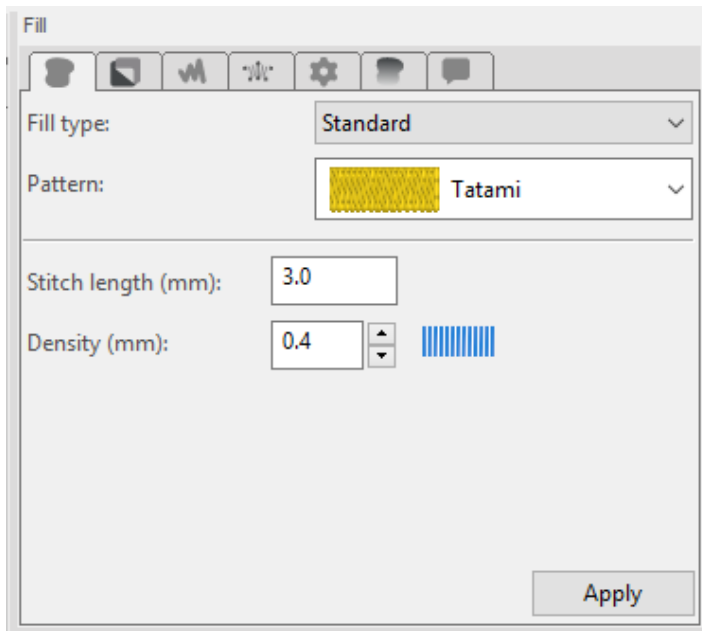


Use this feature when a design is too large to fit within a hoop. Select the hoop, adjust the layout and click on Split preview. You can now click on each hoop to see the actual splitting. Finally, click on Save to output your multiple designs.

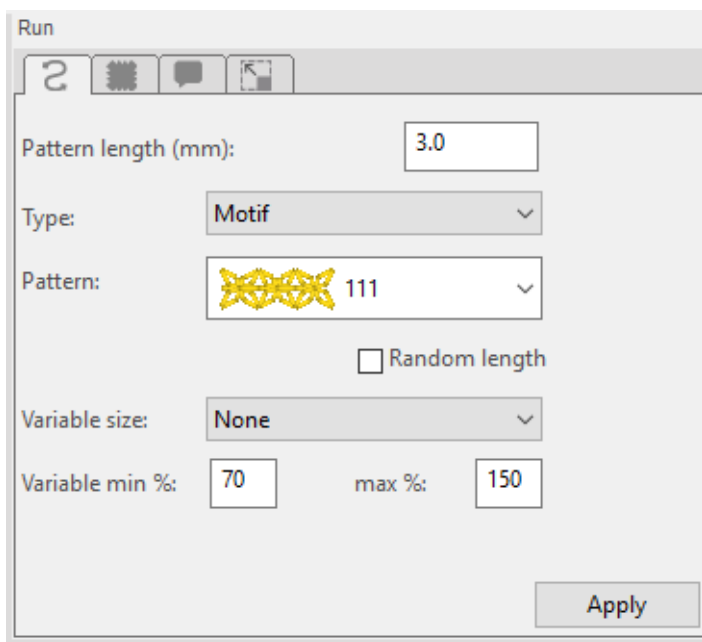
## Properties Pane



The Properties pane changes depending on the object(s) you may have selected. After changing a setting for the selected object(s) you should click on the Apply button to apply the new settings.



Use fill tab to change the stitch type and the density of Satins and Complex fills.




In Run tab you can change the settings of the running stitches.



Underlay

☐ Contour ☒ Perpendicular ☐ Lattice  
☐ Parallel ☐ Zig-Zag ☐ Full Lattice  
☐ Center Line ☐ Edge travel

Density (mm):   
Stitch length (mm):   
Run stitch length (mm):   
Inset (mm):   
Zig-Zag inset (mm):

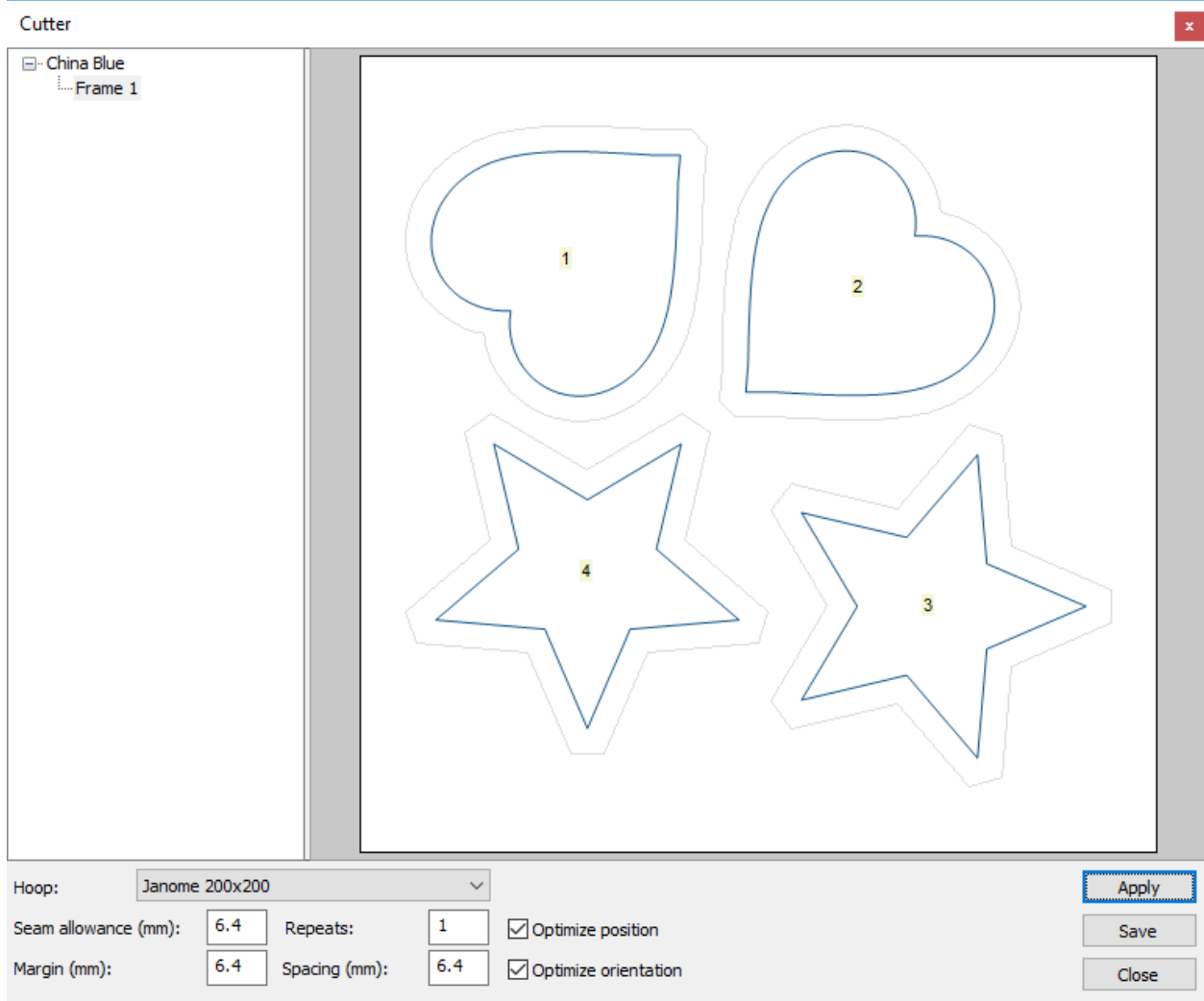


Apply

In Underlay tab you can select various underlay types for Complex Fills and Satins.

In properties you can also find Tabs with settings for Steil, Applique, Sequin, Blending, Pull Compensation, Commands etc.

## Applique Cutter



Use this option to create cutting outlines for your applique designs. Click on Save to export the outlines in PLT, SVG, DXF etc. vector formats. If you select as Hoop a standard Paper size like A4 you can also export the outlines in Adobe PDF format.

## Working with images

### Backdrop tool



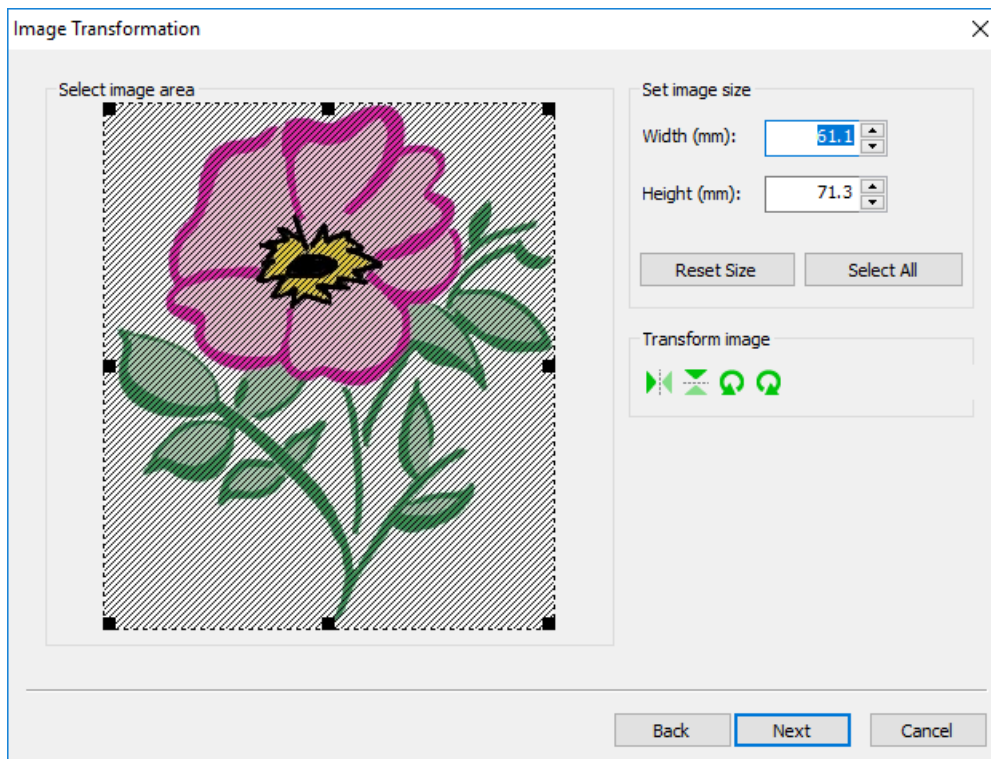
This function allows you to change any of the parameters of your backdrop image such as size or rotation. You can right click to transform the backdrop or to select another image as backdrop.

### Backdrop Show/Hide



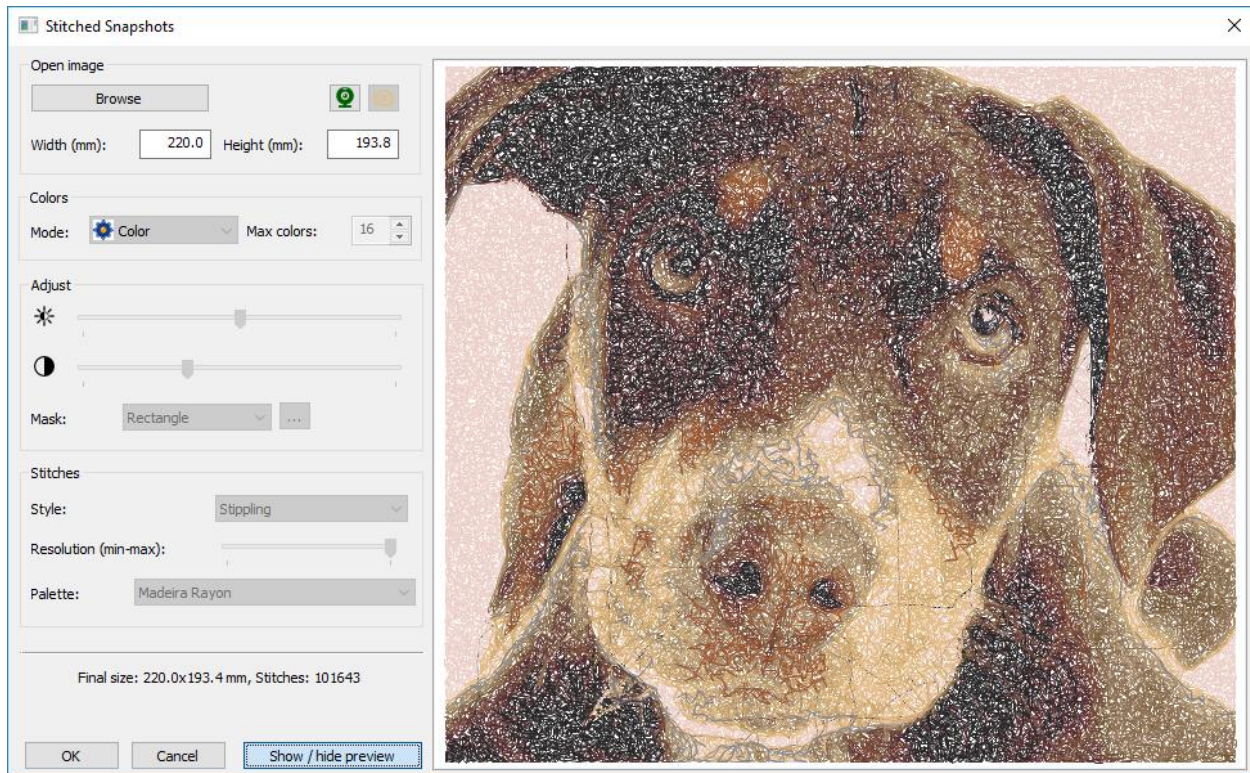
Turns Backdrop on or off.

### Auto digitizing Wizard



This tool walks you through the steps to automatically digitize any bitmap image. In the first page of the wizard you can select the image to be converted. Also, you can select the output stitch type. In Auto mode, large areas are converted to complex fills and narrow ones to satin paths. You can also convert all areas to Cross Stitches or Artworks. In the second page you can set the size and transform the bitmap. Finally, in the third page you can set the number of colors or edit the image.

## Stitched Snapshots



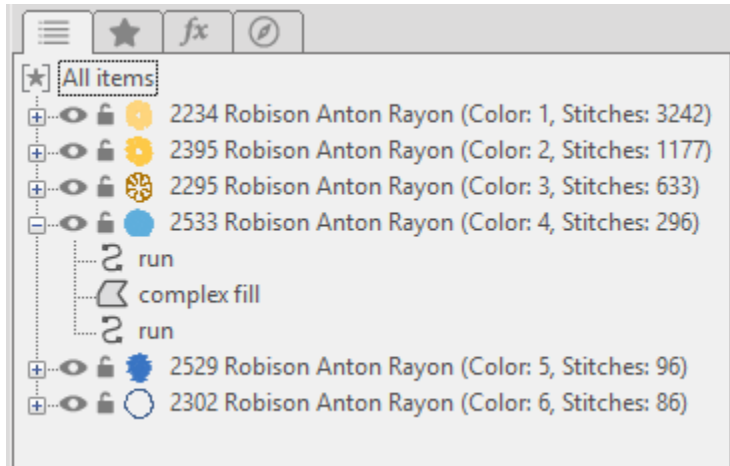
Use this feature to convert your photos into embroidery.

Open an image, adjust the width and height, select the color mode (color, gray, sepia etc.) and optionally the maximum number of color changes. You can also change the brightness or contrast and apply a special mask (ellipse, heart, etc.).

The available stitch styles are Stippling and Hatching.

Finally, you should click on Show / Hide Preview button to generate the stitches. The resolution slider lets you adjust the output stitch count.

## Sequence View



This is a panel where you are able to see the sequence in which the design will sew out. If you expand the view for a color segment you will see a list of all stitch types used to create that element in the order in which it will sew out.

### Plus Icon

Use this to expand or collapse the objects grouped by color.

### Eye Icon

Use this to turn on or off the view of an object.

### Lock Icon

Use this to lock or unlock the objects in the sequence. When locked you cannot select that object or change the properties.

### Moving Elements

To move an element left click and hold while dragging to the desired location. Release the mouse to drop at the desired position.

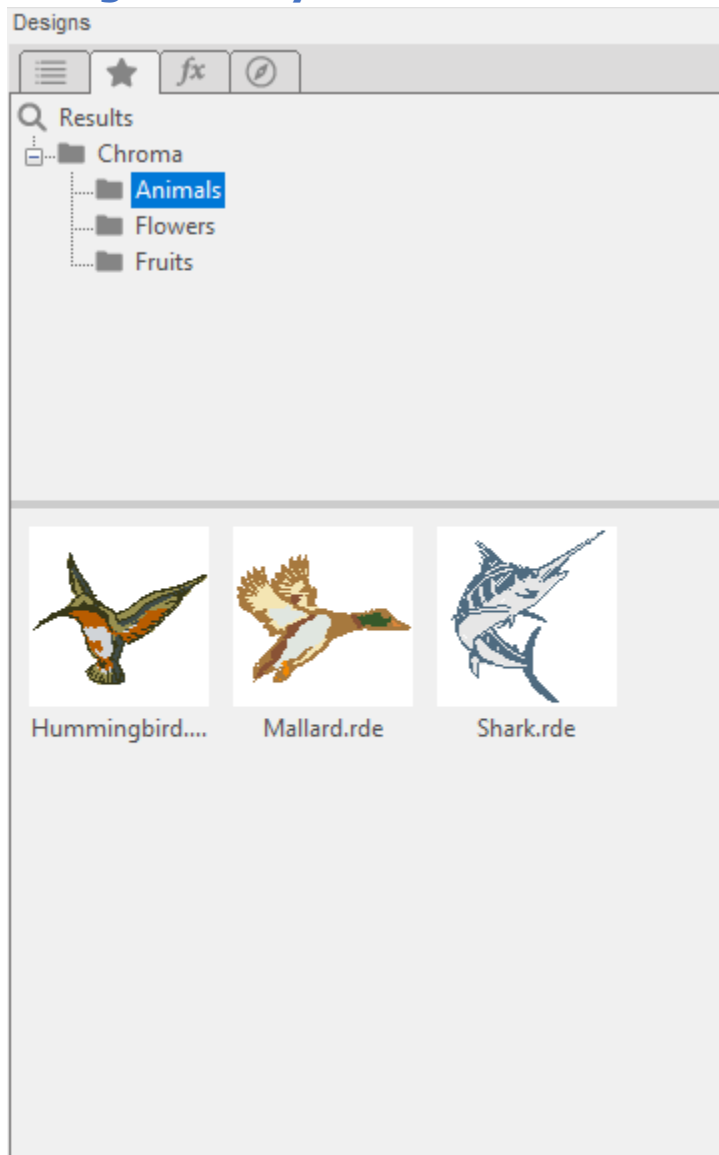
## Showing thumbnails



Hover the cursor over the icons to show a large preview.

You can finally right click on an item to get additional functionality such as Show All, Collapse All etc.

## Design Library

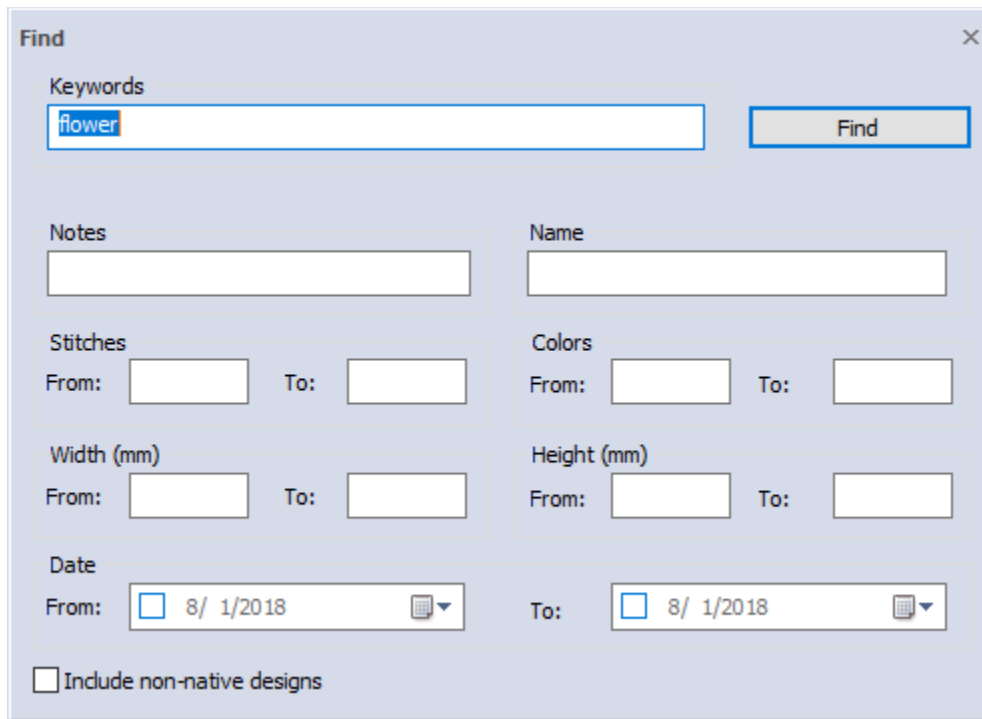


The Design [Library](#) is a feature that enables a design to be added into any project on the open design screen with a simple drag and drop. Folders may be added to the design [library](#) and designs may be added to existing folders.

You can right click on a folder to create a new folder, rename or add designs. Click and drag a design icon to merge it into the current design or double click on a design icon to directly open it in a new window.

Select Find on the right click menu to search for designs using the database.

## Database



The image shows a 'Find' dialog box with a light blue background and a close button (X) in the top right corner. The dialog is organized into several sections for searching:

- Keywords:** A text input field containing the word 'flower' and a 'Find' button to its right.
- Notes:** A single-line text input field.
- Name:** A single-line text input field.
- Stitches:** Two input fields labeled 'From:' and 'To:'.
- Colors:** Two input fields labeled 'From:' and 'To:'.
- Width (mm):** Two input fields labeled 'From:' and 'To:'.
- Height (mm):** Two input fields labeled 'From:' and 'To:'.
- Date:** Two date selection fields labeled 'From:' and 'To:', each showing '8/ 1/2018' and a calendar icon.
- Include non-native designs:** A checkbox at the bottom left, currently unchecked.

In Design Library you can right click on a folder and then select Find to search for designs using the database.

You can search using file names, keywords and notes (in native formats only), stitch counts etc. The output will be shown in Results folder.



## Printing designs

### **Print**

Use this function to print out your designs.

### **Print Preview**



Use this function to see what your printout is going to look like before you print.

### **Print Settings**

This function allows you to choose what information you wish to print out with the design, (Start point, size, thread colors, etc.)

## General Options



This is probably the most powerful tool in the entire software program, because you can use this to customize the software to perform in the way that you are most comfortable. Included within this section are seven different tabs, I will explain each one separately.

### **Environment tab**

*Units:* (metric or inches)

*Default Style:* This section contains many different preset combinations for many different fabrics, just choose the fabric you are currently working on and the design will be customized for that fabric.

*Default thread chart:* Match this up with the thread brand you will be using,

*Auto-match thread color on loading:* Click this box if you want the program to match up the closest colors to those in your design.

*Image Editing program:* This defaults to Paint, you can change this to whatever software program you have loaded on your computer.

### **Drawing Tab**

You can choose a color for the program to use to highlight your selected items.

### **Auto-Baste Tab**

You can set the length of your basting stitches and how far from the edge of the embroidery you want them placed.

### **Color Sort Tab**

This defaults to 5% which is the amount that you want to overlap when you color sort your design.

### **Machine Tab**

This allows you to set the tolerance for jumps and trim, remove short stitches, set your frame out and set the distance and type of boring device.

### **Grid Tab**

Choose size of grid, turn snap to on or off, show as lines or dots.

## **Digitizing Tab**

Outline Input Mode-Options Simple Draw, Bezier, and freehand are the three different ways to create a straight line and curve during the digitizing process.

Complex fill: You have two choices as to what degree of control you have in the creation of complex fills.

*Standard:* This will choose the start and stop points and the angle of the stitches automatically, 90 degrees is the default angle.

*Advanced:* This will allow you to choose the angle of the stitches and the start stop point manually.

Satin Stitches: You have two choices as to what degree of control you have in the creation of satin stitches.

*Standard:* This will automatically put in the stitch direction as perpendicular to the two outside lines used to create the satin stitch, when you are using satin (3)

*Advanced:* This will allow you to choose the start and stop point and the angle of all of the stitches manually.