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Introduction

Congratulations on your purchase of BERNINA Embroidery Software 7!

This workbook is designed to be used in conjunction with the classes you will take at your BERNINA dealership, and contains a series of exercises intended to familiarize you with the features of your new BERNINA Embroidery Software 7.

NOTE: We recommend that you attend Owners classes for your embroidery system and review the information in the MyBERNINA Embroidery workbook before attending BERNINA Embroidery software classes.

There are two levels of BERNINA Embroidery Software 7—EditorPlus and DesignerPlus.

BERNINA EditorPlus 7 - - -
With this software level, you can edit your existing designs and add lettering. You can also create attractive designs with prepared artwork using the powerful automatic digitizing features of Auto Digitizer, Magic Wand and PhotoSnap.
Features of this software include:
- Color re-sequence for improved stitchouts
- 65 different embroidery alphabets
- Convert True Type Fonts & Open Type Fonts to embroidery through Corel DRAW Essentials X6
- Advanced Monogramming features
- Editing individual stitches to fine-tune your designs
- Auto Digitizer to create embroidery automatically from artwork
- Magic Wand to automatically digitize selected areas/shapes of a graphic image
- PhotoSnap to turn graphic images into interesting line stitching
- Portfolio to organize and manage designs from CDs, USB sticks, or designs built into the software
- BERNINA Quilter for planning and designing your quilts
- Cross Stitch for creating cross stitched designs to be embroidered on your machine
- CorelDRAW Essentials X6

BERNINA DesignerPlus 7 - - -
This software level provides all the tools of EditorPlus and powerful features for digitizing, appliqué, and three-dimensional effects. Features include:
- Manually digitize designs on-screen
- Add artistic & decorative fill and outline patterns to designs
- 81 different embroidery alphabets
- Create pattern stitches and monogram borders
- Appliqué with EXCLUSIVE Advanced Appliqué feature
- Multi-hooping to go beyond the limits of your hoop sizes
- Stumpwork, Trapunto, PunchWork, & Raised satin to create 3-dimensional designs

Be sure to register your BERNINA® Embroidery Software.
My BERNINA Embroidery Software 7 is (circle one):

EditorPlus
DesignerPlus

My dongle serial number is:__________________
I purchased my software on:_____________(date)
At_______________________________________
Software Features of EditorPlus

EditorPlus:

- Alignment Tools
- Art Strokes
- Article display
- Artistic View
- Auto Digitizer tool:
  - For redwork
  - For filled objects
- Auto Fabrics
- Auto Underlay
- Bitmaps + Vector drawings
- Break Apart Tool
- Buttonholes:
  - 9 styles
  - Buttonhole remove overlap
  - Buttonhole spacing
- Built in Designs: 450 total
- Color Film/by Color or Object
- Color Palette & Picker
- Color Wheel
- CorelDRAW Essentials X6
- Cross Stitch
  - Auto & Manual Tools
  - Stamp Tool
- Cycle through colors used
- Editing designs:
  - Edit bits & pieces of designs
  - Stitch by stitch edit
- Fill types:
  - 30 step fills
  - 180 fancy fills
  - 510 pattern fills
  - Satin + special satin fill
- Group/ungroup
- Kaleidoscope

- Lettering:
  - 65 fonts
  - Break Apart Levels
  - Elastic lettering (curved, straight, perspective, + diamond)
  - Remove overlap for lettering
  - 6 Baselines
  - Justification
  - Kerning + Reshape
- Lock/Unlock
- Measurement system choice
- Monogram features
  - 16 modes
  - 235 monogram ornaments
  - 44 monogram borders
- Magic Wand
- Mirror Image + Mirror Merge
- New From Template
- Outline types:
  - Single
  - Triple
  - Satin
  - Blanket
  - Pattern—368 total
- Overview Window
- PhotoSnap
  - Photographs
  - Scanned items
  - Add outline
  - Crop image tool
- Polygon select
- Portfolio
- Print fabric through Artwork Canvas
- Pull Compensation
- Quick Clone
- Quick Trace

- Quilter
- Reference files
- Remove Overlaps
- Rescale Designs
- Reshape objects
- Rotate Objects
- Rulers & Guidelines
- Save in 24 formats
- Sequence tools
- Show/Hide Fabrics
- Show/Hide Stitches
- Slow redraw
- Smart Drawing Tools
- Stitch Edit
- Stitch Re-sequencing
- Textured Edge
- Thread Management
- Thread Matching
- Tie In/Tie Off
- Touch up pictures
- Travel on edge
- Underlay
  - Auto Underlay
  - Multiple Types of Underlay
- View by Color
- Wave Effect
- Wreath
- Zoom Tools
Software Features of DesignerPlus

**DesignerPlus:**

- Appliqué
  - Auto
  - Remove appliqué overlaps
  - Advanced Appliqué
- Blackwork Run
- Block Editor for Quilter
- Calligraphy Effect
- Carving Effect
- Close/ open object options
- Color Blending
- Create monogram borders
- Create pattern fills
- Create pattern outlines
- Double run outline
- Fills:
  - Blackwork—83
  - Candlewicking—4
  - Contour
  - Cross Stitch—2
  - Lacework—5
  - Raised satin
  - Ripple
  - Sculptured Fancy
  - Star Fill
  - Stippling Fills—3
- Fill Holes
- Gradient Fills—4 profiles
- Hole removal
- Lettering:
  - 16 additional fonts
  - 3D puffy lettering
  - True type fonts
  - Open type fonts
  - Move letters off baseline
- Manual Digitizing Tools
  - Open object
  - Closed object
  - Open freehand
  - Closed freehand
  - Circle tool
  - Rectangle tool
  - Block digitizing
- Morphing—8 effects
- Multi-hooping
  - Split objects
  - Digitize registration marks
  - Set margins of registration marks
- Multiple angles
- Outlines added:
  - Backstitch
  - Blackwork Border
  - Candlewick Border
  - Raised satin
  - Stemstitch
- Outline Design + Halo Effect
- Pattern stamp
- PunchWork
- StumpWork
- Trapunto

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Software Basics

SOFTWARE BASICS TOPICS:

Setting the Measurement System
Calibrating Your Screen
Using the Reference Manual
Reference Files
Sending Designs to the Machine
Sample Pages
Good Software Habits
Tour of Screen & Icons

SETTING THE MEASUREMENT SYSTEM

- You may work in inches or in metric while in the software.
- In the middle of the top tool bar, there is a drop down arrow next to U.S. or Metric that will allow you to switch between the measurement systems, regardless of the measurement system that is set on your computer.
- Simply click on the arrow and choose the system of measurement you want. The system automatically updates.
- While working in the software, if you enter either “mm” or the inch symbol (“) or “in” in a value box, the measurement will automatically convert to the corresponding measurement of the system you have chosen through the drop down box.
- Stitch settings that relate to your embroidery machine (stitch length and stitch width for example) will remain in metric even if you have chosen inches, but design measurements (size of design and height of letters for example) will change based on what system you have chosen.
- Measurements found in Portfolio and Cross Stitch are affected by the system you have chosen in the Control Panel.

CALIBRATING YOUR SCREEN

Setting the screen calibration will allow you to view designs in a 100% scale and the designs will be the same size as the finished embroidery.

- Select Settings> Calibrate Screen.
- Measure the dialog box that opens from outline to outline, both across and up and down.
- Enter these values in the corresponding width and height boxes.
- Click OK.
- Repeat this process any time you update or reinstall your software.

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Software Basics

USING THE REFERENCE MANUAL

The Reference Manual and Help Topics contain a wealth of information.

- The Manual is an Adobe Acrobat PDF file. It is a “linked” manual, meaning that it may be searched for information. Simply click on a page number or words written in red and the manual will automatically open to that particular piece of information.
- Make sure that you have the Bookmark View as the active view by clicking on the Bookmark icon shown.
- In the left hand column, select Index.
- Use the Next Page icon (downward arrow) to find the alphabetical listing for “C” in the Index.
- Under “C”, locate “calibrate monitor.”
- Note that there is a page number listed after this. Hover the mouse over the page number until it turns into a “hand with a pointing finger.”
- Single left mouse click.
- Step-by-step information is given to calibrate the monitor.
- To close the manual, click the X in the upper right-hand corner.
- Quilter & Cross Stitch programs have their own Reference Manual, found in their Help Menu.
- You may wish to download the Reference Manuals to your iPad or tablet.

REFERENCE FILES

- Click on Open File.
- The My Designs—Embroidery Software 7 folder is located in the C drive of your computer. Navigate to the location of the My Designs folder.
- Select the Reference folder. Double click to open the folder or select the folder; then select Open.

This folder contains examples of the different fills, outlines, and alphabets that you will find in the software. They may be sent to your machine to stitch as examples of what is included in the software.

- To open a file, double click on the file or select the file and then select Open.

SENDING A DESIGN TO THE MACHINE

- To send a design to the machine, click on the Write to Card/Machine icon or select File> Write to Card/Machine.
- The ADX dialog box will open.
- Choose your method of exporting the design.
  - Select the exp USB for sending the design to a USB stick for machines that read exp format. (All BERNINA machines except those listed below.)
  - Select the Deco button if you are sending the design to a Deco 330, 340, or a bernette Chicago.
  - Select the serial port button if you are sending the design to a 165, 170, 180, or 185.
  - Select the art USB if you are sending the design to a 200 or 730. These machines also read exp format, so the first option can be used as well.
Software Basics

- If you are connected to a BERNINA Embroidery machine, you will have additional options for sending the design to the machine to stitch out without saving (the needle icon) or saving the design in the machine’s memory (the file folder and machine button).
- To close the dialog box without sending a design, click on the X in the upper right hand corner.

SAMPLE PAGES TO PRINT

- Click on the + sign in front of Appendices, Glossary, & Index.
- Select the Step Fill Samples page.
- The Reference Manual has several pages that can be printed and used as a reference for types of fills, outlines, patterns, and craft stitches.
- To print the pages, select File> Print and enter the page numbers as shown at the top of the Reference Manual.
- Some of the reference information you may wish to print include:
  - Alphabet Samples
  - Step Fill Samples
  - Fancy Fill Samples
  - Pattern Stamp, Run and Fill Samples
  - Craft Stitch Pattern Samples
- Close the Reference Manual by clicking on the X in the upper right corner.

GOOD SOFTWARE HABITS

When you work in the software, it is a good idea to end your session with deleting back-up files that are saved in the background.

- Go to Start> Programs.
- Locate BERNINA Embroidery Software 7.
- Select BERNINA Embroidery Software 7 Tools.
- Click on Purge Recovery.
- Place a check mark in front of Delete Backup Files.
- Click OK.
- A dialog box will appear saying that the files have been successfully deleted. Click OK.
- This will help keep your computer clean of unnecessary files.

You will want to do this after working 10 hours in the software or after a software crash. You can do this process when the software is open or when it is closed.
Software Basics

SCREEN DISPLAY & ICONS

Title Bar: This bar will display what level of software you have. It will either be EditorPlus or DesignerPlus.

Menu Bar: This has pull-down menus to access various software features.

Canvas Tool Bar:

This toolbar toggles between Artwork Canvas, Embroidery Canvas, and Hoop Canvas. (Hoop Canvas is only in DesignerPlus)
You can convert an embroidery design to vector artwork by clicking on the Convert Embroidery to Artwork icon.

General Tool Bar

The General tool bar contains basic Windows tools, such as Cut, Copy, Paste as well as icons that launch special dialog boxes and docker dialog boxes within the software.

Zoom Tool Bar:

This tool bar will change the zoom level on screen and the Pan icon can be used to move the design on screen. You can select the Zoom icon and left click to zoom in or right click to zoom out or click and drag around an object to zoom in on that object. Additionally, you can zoom to the selected object, zoom to article, zoom to fit the screen, or zoom to the hoop.
Software Basics

Transform Tool Bar: This tool bar is used in editing your design.

View Tool Bar: This tool bar contains icons to change your view on the design screen.

Toolboxes:
On the left of the screen, there are toolboxes. By clicking on the title bar, the icons grouped in that toolbox will appear. The number of icons you will see depends on what level of software you have.

Stitch Bar: At the bottom of the screen, you will find a selection of stitch types; outline, fill, and effects. The number of icons displayed depends on the level of software.

Status Bar: The left hand side of the status bar will give you information about the next step in the process for your selected icon. On the right hand side of the status bar, you will see information about the design; including size, location, number of stitches, type of fabric, and the grade designation for the design. Art Grade A means that the design was digitized by OESD or created in BERNINA Embroidery Software.
Software Basics

Docker Tabs:  There are Docker tabs on the right side of the screen. The number of tabs will be determined by the level of software you have and which dockers you have open.

Rest your cursor on one of the tabs to display the docker dialog box. Dockers will be hidden and shown as tabs if the Auto Hide (thumbtack icon) is turned on its side. The Dockers will remain open if the Auto Hide icon is in an upright position.

To close the dialog box, click on the X in the upper right-hand corner of the dialog box. To reopen, click on the corresponding icon in the General Toolbar.

Dockers dialog boxes can be moved to any position on the screen by clicking on the title bar of the dialog box and dragging it to another position. This can only be done if the Auto Hide icon is in an upright position. To re-dock the dialog box, double click on the title bar.

Color Toolbar:

Along the far right of the screen is the Color Palette Toolbar. Available colors from your default palette are shown when you open a new screen. The colors used in the design are shown when you open a design on screen.

With the Color Picker, you can select a color by clicking on a color that is part of an object. The cursor changes into a paint bucket icon and you can fill another object with the selected color.

The Apply Current Color icon allows you to fill an embroidery object in the design screen with the color currently selected in the palette. The Current Color is shown in the color chip just below the Apply Current Color icon.

Cycle Used Colors, at the lower part of the Palette, rotates through the colors used in the design.

Color Wheel will allow you to change the color of individual parts of a design or the design in total.

Thread Colors opens the Thread Color dialog box.
BERNINA Software 7 Icons

Toolbars

**Canvas Toolbar**
- Artwork Canvas
- Embroidery Canvas
- Hoop Canvas
- Convert Embroidery to Artwork

**General Toolbar**
- New
- Open
- Save
- Print
- Print Preview
- Cut
- Copy
- Paste
- Undo
- Redo

**General Commands**
- Insert Embroidery
- Insert Artwork
- Application Launcher
- Object Properties
- Effects
- Options
- Measurement Units
- Overview Window
- Color Film
- Carving Stamp
- Morphing Effect
- StumpWork Border

**Zoom Toolbar**
- Zoom
- Zoom Factor
- Pan

**Transform Toolbar**
- Select Object
- Polygon Select
- Reshape Object
- Scale Up
- Scale Down
- Mirror Horizontally
- Mirror Vertically
- Rotate Left
- Rotate Right
- Rotate
- Skew
- Center X
- Center Y
- Width
- Height
- Width %
- Height%
- Proportional Scaling

**View Toolbar**
- Show Artistic View
- Dim Artwork
- Show Stitches
- Show Needle Points
- Show Connectors
- Show Bitmap Artwork
- Show Vector Artwork
- Show StumpWork
- Show Appliqué Fabric
- Show Hoop/ Settings
- Show Grid/ Settings
- Show Rulers & Guidelines/ Settings
- Slow Redraw

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### Outline Stitch Types

- Single Outline
- Triple Outline
- Backstitch Outline
- Stemstitch Outline
- Satin Outline
- Raised Satin Outline
- Blanket Outline
- Blackwork Outline
- Candlewicking Outline
- Pattern Run Outline

### Fill Stitch Types

- Step Fill
- Satin Fill
- Raised Satin Fill
- Fancy Fill
- Sculptured Fancy Fill
- Ripple Fill
- Contour Fill
- Blackwork Fill
- Candlewicking Fill
- Lacework Fill
- Pattern Fill
- Cross Stitch Fill
- Stipple Run Fill
- Stipple Stemstitch Fill
- Stipple Backstitch Fill

### Stitch Effects

- Auto Underlay
- Textured Edge
- Star Fill
- Wave Fill
- Cycle Used Colors
- Color Wheel
- Thread Colors

### Color Palette

- Color Picker
- Apply Current Color
- Current Color
- Cycle Used Colors
- Color Wheel
- Thread Colors

### Color Film

- Show Objects
- Back 1 Object
- Forward 1 Object
- Back 1 Color
- Forward 1 Color
- Move to Start
- Move to End
- Sequence by Selects
- Sequence by Color

### Morphing

- Pinch
- Ripple
- Skew Horizontal
- Wave Horizontal
- Punch
- Twirl
- Skew Vertical
- Wave Vertical

### Application Launcher

- Portfolio
- Cross Stitch
- Quilter

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Toolboxes: In DesignerPlus

Edit
- Add Holes
- Remove Holes
- Add Stitch Angles
- Remove Stitch Angles
- Double Run
- Blackwork Run
- Color Blending
- Fill Holes
- Outline Design
- Create Trapunto Outlines
- Break Apart
- Remove Overlaps
- Remove Appliqué Overlaps
- Stitch Edit

Auto-Digitize
- Auto Digitizer
- Magic Wand
- PhotoSnap

Mirror-Merge
- Mirror-Merge Horizontal
- Mirror-Merge Vertical
- Mirror-Merge Horizontal_Vertical
- Wreath

Digitize
- Open Object
- Closed Object
- Open Freehand
- Closed Freehand
- Block
- Ellipse
- Rectangle
- Lettering
- Monogramming
- Appliqué
- Advanced Appliqué
- PunchWork
- Buttonhole
- Buttonholes
- Pattern Stamp

StumpWork
- Create StumpWork Border
- Digitize Open StumpWork Border
- Digitize Closed StumpWork Border
- Cut Closed StumpWork Border
- Digitize Wireline
- Create StumpWork Sub-design
- Open StumpWork Sub-design
- Save StumpWork Sub-design As

Arrange
- Group
- Ungroup
- Lock
- Unlock All
- Align Left
- Align Vertical Centers
- Align Right
- Align Top
- Align Horizontal Centers
- Align Bottom
- Align Centers
- Space Evenly Across
- Space Evenly Down

Multi-Hooping Canvas

Multi-Hooping
- Add Hoop
- Add Hoop Right
- Add Hoop Up
- Add 4 Hoops Around
- Add 8 Hoops Around
- Splitting Guide
- Delete Hoop
- Calculate Hoopings

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BERNINA Artwork Canvas Icons

- Select Artwork Object
- Zoom Flyout: Zoom, Pan
- Reshape Vector Object
- Curve Flyout: Freehand Draw, Artistic Media, Pen, Smart Drawing
- Object Flyout: Vector Rectangle, Ellipse, Polygon, Star, Graph Paper, Spiral
- Perfect Shapes Flyout: Basic Vector Shapes, Arrow Shapes, Banner Shapes, Callout Shapes
- Vector Lettering: Crop Artwork Objects, Erase
- Interactive Tool Flyout: Blend, Contour, Distort, Envelope, Extrude, Interactive Fill
- Drop Flyout: Drop Shadow, Transparency
- Eyedropper Flyout: Color Eyedropper, Paint Bucket
- Outline Flyout: Outline Pen, Outline Color, None, 1/2 Point, 1-2-8-16-24-Point
- Fill Flyout: Uniform Fill, Fountain Fill, Pattern Fill, Texture Fill, None, Color Docker Window

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Lettering Basics

Note: Click means left click; Right click is specified.

Open a Blank Design File
- Open BERNINA Embroidery Software 7 by double clicking on the desktop icon.
- Select File/Save As.
- Navigate to the location you wish to save the file.
- Name the file, Lettering Basics and click on Save.

Adding Lettering
- In the Digitize Toolbox, click on the Lettering icon.
- Click in the center of the screen; type the word BERNINA.
- Press Enter on the keyboard to generate the lettering.
- While the lettering is selected, right click to open the Object Properties dialog box.
  - Select the Ketchikan alphabet.
  - Enter 15 mm (.59 inches) in the height field.
  - Press OK to confirm changes and close the dialog box.
- In the Zoom Factor box, the software defaults to 100%. This shows the lettering in actual size if you have calibrated the screen.
- While the lettering is selected, right click and drag to make a quick clone.
- Repeat until there are four sets of lettering.
- If the hoop is not visible, right click on Show Hoop.
  - From the drop down selection, choose artista 255 x 145 Oval.
  - Make sure there is a check mark in front of Show Hoop.
  - Click OK.
- Move the top set of letters toward the top of the hoop and the bottom set toward the bottom of the hoop by clicking and dragging the words.

Alignment & Spacing of Objects
- Select Edit/Select All or Ctrl A.
- Open the Arrange Toolbox by clicking on the title bar.
- Click on Align Vertical Centers.
- Click on Space Evenly Down.

Changing Colors of Lettering
- Deselect the lettering by clicking outside the black boxes.
- Click on the second set of lettering.
- In Color Palette, select the turquoise color chip.
- The Current Color is automatically updated and the colors of the letters change.
- Repeat for the third and fourth group of letters, choosing a new color for each of the words.

Notes:

Lesson covers:
- Adding lettering
- Cloning
- Show Hoop
- Alignment & Spacing
- Deselecting
- Changing lettering properties (font type, size, color, skew, rotate)
- Break Apart
- Reshape

For best results when resizing lettering, remember to stay within the recommended size range for each selected style (see Appendices in Reference Manual).

Within Object Properties box, you can change the alphabet style, the height, width, justification or baseline. Clicking OK will make the changes and close the dialog box; clicking Apply will make the changes and keep the dialog box open for more changes.

Left clicking on the Show Hoop icon will toggle the hoop on and off, right clicking will open the dialog box.

There must be at least three objects selected to use the Space Evenly Across and Space Evenly Down tools.
• Select the first BERNINA.
• In the Edit Toolbox, select Break Apart.
• Select the first letter and click on a color chip in the Color Palette.
• Select a new color for each letter in BERNINA.
• Right click on the letter B. In Object Properties, notice that the software still sees this as lettering.
• Change the Alphabet Style to Castle and the size of the font to 20 mm (.79 inches) while the letter is selected. Press OK.
• Move the letter using the left arrow key on the keyboard.

## Scaling Lettering Visually
- Select Lettering Group 2.
- Click and drag a corner resizing handle (black square) to resize the word.
- Notice the flag indicates the size and the % of change.
- Release mouse to complete.

## Transforming Lettering Objects
- Select Lettering Group 3.
- Click the lettering again—another set of selection handles appears around the lettering.
- Click and drag one of the diamond-shaped handles (at the middle top or middle bottom of the lettering) to skew the lettering object horizontally.
- Click and drag one of the hollow corner square handles to rotate the object.
- Release the mouse to set the position.

## Spacing Individual Letters (Kerning)
- Select Lettering Group 4.
- Select Reshape Object.
- Click on a magenta diamond at the center of the letter R.
- Move the letter toward the letter N.
- You can use this feature to manipulate the spacing between the letters. Touch Esc.
- Since you have previously named the file, click on Save.
- Close the file.

### DesignerPlus Additions:
- DesignerPlus has 16 additional fonts.
- DesignerPlus Lettering can also access True Type & Open Type fonts; EditorPlus must access these fonts through Artwork Canvas.

### Notes:
- To change the individual colors of the letters, you may break apart the lettering and each letter can then have its own properties—the type of font, the width, the height, etc., in addition to the color.

The corner sizing handles rescale letters or objects proportionally. The resizing handles in the middle (top and bottom) of the letters will rescale the letters in height; the ones at either side will rescale only the width of the letters.

The Transform Tool Bar can also be used to rescale, rotate, and skew objects. You may lock proportions to rescale both width and height to maintain proportions or unlock to make individual changes to the width and height.

In addition, there are Scale Up/Down icons that will rescale in 20% increments.

Rotate Left/Right will rotate objects or letters by 45°.

You can rotate a specific amount by entering a value in the Rotate box.

You can skew by entering a value in the Skew box.

DesignerPlus software has additional letter manipulation capabilities. See page 260 in the Reference Manual for more information.
Lettering Baselines

Open a Blank Design File
- Click on the New icon or select File> New.
- Select File/Save As.
- Name the file, Lettering Baselines.

Changing the Background Color
- Select Design> Background.
- In the dialog box, click on the drop down arrow next to Color and select a color from the color chips shown.
- Click OK. The background color will change and will be saved as part of this file.

Working with Baselines: Vertical Baseline
- In the Digitize Toolbox, right click on the Lettering icon,
- This will open Object Properties for lettering.
- Type BERNINA using the keys on your keyboard.
- Select the Chicago style alphabet.
- Change the Height to .75". Enter the “ symbol in the lettering value box if your system is set for metric; or, just enter the .75 value if your system is set for U.S.
- Select Free Line Vertical for the baseline.
- Click Apply.
- Notice the prompt in the lower left corner of the status bar.
- Click on the screen to generate the lettering.

Working with Baselines: Predefined Baseline
- Activate the grid by clicking on the Show Grid icon if the grid is not visible on your screen.
- Deselect the lettering by clicking on the design screen outside the black selection handles.
- In the Object Properties box, click inside the white box; type in Embroidery; then press Enter. Type in 7, then Enter, and type in Software. Enter will take each segment and place on a new line.
- In the Object Properties box, choose London for the Alphabet style.
- Change the height of the lettering to .5”. The value converts to the comparable metric value if your software is set for metric.
- Select the Predefined Baseline.
- Click Apply.
- Click on the intersection of a grid and drag 3 grid squares to the right. Click at the perimeter of the circle.
- Press Enter to generate the lettering.
- While this lettering is all selected, move as desired to the right of the word, BERNINA.

Notes:
Lesson covers:
- Changing background color
- Ways to add lettering
- Baselines
- View Grid
- Deselecting

Lettering can be added in three ways.
1. Left mouse click on the Lettering icon and type directly on the design screen following the prompts in the lower left corner.
2. Right click on the Lettering icon to open the Lettering Object Properties window. Type the words in the window. Click OK.
3. Press “A” on the keyboard to open the Lettering Object Properties window. Type the words in the window. Click OK.

If you wish to make the lettering form an oval shape, three clicks are necessary. Click first in the center, then to the right to set one dimension of the oval shape, then drag the mouse down and click again to set the next dimension of the oval shape. Press Enter to activate.
• Deselect the words; then select the 7.
• In the Object Properties dialog box, type in 1" for the Height.
• Click OK.

Working with Baselines: Any Shape Baseline
• Press the A key on your keyboard.
• Enter “best of the best” in the dialog box.
• Enter .5" or 12.7 mm in the Height box.
• Select Alice for the Alphabet style.
• Select the Any Shape baseline.
• Click OK.
• Follow the prompts on the status line to form a shaped line that the lettering will follow below Embroidery Software 7.
• Begin with a left click, follow with three right clicks, and finish with a left click (see below).
• Press Enter to generate the lettering.
• If letters need to be kerned (spaced), review the information in the Lettering Basics exercise.
• Save the file. Close the file.

Additional Notes:

There are two other baseline possibilities, one is Circle Clockwise; the other is Circle Counterclockwise.

To enter this type of baseline, select Circle Clockwise or Circle Counterclockwise after typing the word in the Lettering dialog box.

Click OK; then click in the center to place the circle; then drag to the right and click again. Press Enter to activate the lettering.

Circle Clockwise will place the lettering above the circle; while Circle Counterclockwise will place the lettering below the circle.

You may edit these types of baselines by changing the Baseline Radius values in Object Properties. The higher the value, the less arced the circle.

To make the lettering form an oval shape, three clicks are necessary, click in the center, then to the right to set the perimeter, then drag your mouse down and click again.

Notes:

When creating the Any Shape baseline, left mouse click to create straight lines, right mouse click to create curves in the line. To eliminate a point just created, use the backspace key.
Monogramming

Create Monogram Lettering with Initials
- Open a new file.
- In the Measurement Units, select Metric.
- Select the Monogramming icon in the Digitize Toolbox.
- The cursor should be in the first initial box.
- Hold the shift key and type your first initial.
- Use the tab key to move to the next box. Place the initial of your last name in the middle box.
- Select the Tab key again and type in your middle initial.

Editing the Letters
- Click on the alphabet drop down arrow to preview the available fonts.
- Select Blackboard and change the Letter Height to 28 mm.
- Select Letter 1 by clicking on the radio dot below the letter.
- Enter 15° in the Rotate By box and change the color to Color 7.
- Select Letter 2 by clicking on the radio dot below that letter.
- Change color to Color 4.
- Enter 15° in the Rotate Baseline box.
- Press Enter to activate change, click on another box inside the Monogramming dialog box, or click on the screen. All the letters of the monogram rotate.

Adding Textured Edge
- Click on Properties. Change the Letter Spacing to 6.
- Click Apply.
- Select Effects at the bottom of the dialog box; then select the Textured Edge tab.
- Check Textured Edge box > Click on the Side 1 box. Set the Texture and Span toward the middle of the sliding scale.
- Select Apply to activate the changes. If desired, try a different setting and select Apply; when you like the results, select OK to close the dialog box.

Changing the Lettering Style
- Under Initials, place a radio dot in All.
- Click the Style button and select Style 4.
- If you need to change the kerning of the lettering, close the Monogramming dialog box.
- Your initials should be selected; select the Reshape tool.
- Click on the purple diamond shape of the letter that needs to be moved, and move it into place.
- Touch Esc.
- Select your initials; and then click on the Monogramming tool to re-open the Monogram dialog box.

Notes:

Lesson covers:
- Creating Monograms
- Textured Edge
- Kerning letters in monograms
- Break Apart for monograms
- Cycle Used Colors
- Measurement Tool

In the Monogram Program, changes are activated by selecting Enter on the keyboard, by clicking on another function in the Monogramming dialog box, or by clicking on the screen.

You can rotate individual letters or you can rotate the baseline.

There is a special Undo button within the Monogramming dialog box.

The Style button is only applicable to initials—Style 1 is applied by default. The button is disabled when the Name option is selected.

Sometimes certain letters or certain alphabets will need to be kerned because the spacing between the letters is mathematically centered, but the letters will not be visually centered.
Add Ornaments to Monogram
- Select the Ornament tab; select Add > From Patterns.
- Click on the drop down arrow for Patterns and select 01Monogram Ornaments folder, then scroll to select M092e.
- Click OK.
- Place checks in positions 1 and 9.
- Enter –30° in Rotate By.
- Input –8 mm in the Distance from Lettering box.
- In Layout Style, select Cycle. Press Enter.
- Change the color to C33.

Adding a Second Ornament
- To add a second ornament, click on Add> From Patterns.
- Click on the drop down arrow for Patterns and select 01Monogram Ornaments folder, then scroll to select M098c.
- Click OK. Place a check mark in Position 8.
- Place a check mark next to Mirror Vertical.
- Make sure Proportional Scaling is in the locked position.
- Change the Width to 35 mm.
- Enter 25° in the Rotate box.
- Enter 3.5 mm in the Distance from Lettering.
- Change the color to Color 33.

Add Borders to Monogram
- Select the Border tab; select Add.
- Borders is selected from the Border Set drop down box.
- Scroll to select KB8. Click OK.
- From the color drop down, select Color 52.
- Add a second border by selecting the Add button.

Editing the Border
- Change the color to Color 2 and the Offset to 0 mm.
- Select Border 1 in the Monogram dialog box.
- Click on Fill button under Stitch Type. From the menu drop down arrow, select Pattern.
- Click on Properties in the Monogram dialog box.
- Click on the Select button.
- Click on Show in True View.
- From the Patterns drop down list, choose NP005a and select 701a. Click OK.
- Click OK again to close the dialog box.
- Click on OK within the monogram dialog box to close.

Cycle Used Colors
- Click on Cycle Used Colors to test different color combinations.
- Continue to cycle through the colors or select Undo until the design returns to the original colors used.

Notes:
Remember that the first box that is checked determines the reference anchor for all other ornaments that are added. This is important when using the mirroring and cycling function of the ornaments.

You can add up to ten ornament sets to a monogram design and change them at any time.

You can add up to four borders of the same shape to a monogram design.

The screen automatically resizes to show the total monogram when the border is added.

Use Outline and Fill tool buttons to change outline or fill stitch type for selected borders.

Stitch Properties of the Pattern Fill can be changed if desired in Object Properties.
Finishing the Design

- Click on the Color Film icon if it is not opened.
- Notice that the software automatically rearranges the stitch sequence to stitch in the proper order for the monogram.
- Right click on the Show Hoop icon.
  ◊ Make sure Show Hoop is checked.
  ◊ Select artista 255 x 145 Oval from the drop-down choices.
  ◊ Click OK.
- Select the design. Using a corner handle, scale the design proportionally to reduce the design to fit in the large oval hoop.
- File > Save As. Navigate to the location to save the design. Name the design Monogramming.
- Click on Save.

Using the Break Apart Tool

The monogram created is a special grouped object. It cannot be ungrouped, but it can be broken apart.

- Select the monogram.
- Click on the Break Apart Tool in the Edit Toolbox.
- Click on the letters, the borders, the fill, the ornaments.
- You can select different parts of the monogram when the monogram is broken apart.
- Select Edit/Select All.
- The Monogram icon can no longer be selected after the monogram is broken apart. You must select Undo to restore the monogram.
- It is important to always save a monogram as a monogram; then you can save another version as a broken apart monogram if you need to break it apart.
- Close the file.

DesignerPlus Additions:

- Remember that DesignerPlus has additional fonts to add to your box of crayons when creating monograms.
- When selecting a border type, you have many additional fill choices in DesignerPlus as well.
- You can also create your own monogramming border with DesignerPlus.

Notes:

When a monogram is broken apart, you can move ornaments within the monogram, you can move the letter group within the monogram, and you can change the stitch type of filled borders.

You will also have to Ungroup the borders after Breaking Apart the monogram.

If you wish to stitch more than one monogram within a hoop, you can also use the Break Apart tool to re-sequence the colors for a more efficient stitch out.

Changing the initials in a monogram dialog box to other initials may not always be visually correct and you cannot kern within the monogram program after borders and ornaments are added, so breaking apart a monogram allows you to change the initials and kern as necessary.

Monograms should be broken apart before sending to an artista 200 or 730.
Editing Overview

Open a Design File
- Click on New.
- Click on Insert Embroidery.
- From C> My Designs Software 7> ART Design, select WP099. Click Open.

Adding an Article
- Select Design> Background.
- Place a radio dot in front of Article.
- In the drop down box, select Kids> T-shirt> Girls Short Sleeves (Front).
- From the Color drop down, choose Sky Blue (6 over; 4 down). Click OK.

Creating Duplicates
- Click on Show Artistic View or select T on the keyboard to toggle the view between Artistic View and Design View.
- Make sure you are viewing the design in Design View.
- If needle points are showing click on Show Needle Points to hide them.
- Select the design. Notice how the design turns pink.
- Click Copy to place a copy of the design on the computer’s clipboard.
- Click Paste to generate a copy of the design.
- While the duplicate is selected, click Mirror Horizontal.
  - Drag the duplicate to the left and below the original.
  - Click on the selected bird to change the control handles from black squares to outlined squares.
  - Click on a corner outlined square and drag to rotate the selected bird 15º. Notice the flag that appears as you rotate, indicating the degree of rotation.

Re-coloring the Design
- While the copy is selected, click on Color Wheel.
- The default Color Scheme is Harmonious.
- Select various nodes to re-color the design as you wish.
- Click OK if you like the way it was re-colored or click Cancel to return to the original colors.

Changing Stitch Types
- Deselect the bird. While holding the Alt key, click on the head of the original bird.
- Change to Artistic View by clicking on the Show Artistic View icon. Notice that the head is no longer pink, but the boxes still appear around the selected object.
- Click on Show Artistic View again to change to Design View.

Notes:
Lesson covers:
- Adding an article
- Mirror, copy, paste, & rotate
- Combining designs
- Color Wheel
- Changing stitch types
- Remove Overlap
- Reshape of objects
- Changing stitch angles (DesignerPlus only)
- Adding a Guideline
- Slow redraw

Rotating:
Another option for rotating is to input the degree of rotation in the Rotate box.

The Alt key will let you select pieces and parts of a grouped design, without ungrouping. An alternative is to open the Arrange Toolbox and click on Ungroup.

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Right click on the selected object to open **Object Properties**.
Place a radio dot in **Step Pattern #6** and select **Apply**.
Hold the **Alt** key and select the copied bird’s lower wing.
Click on the drop down arrow next to **Fill Type** and select the **Fancy Fill**.
Click on the **Pattern** drop down arrow and select **179 Wild**. Click **Apply**.
Hold the **Alt** and **Ctrl** keys and click on the copied bird’s outlined tail feathers (triple stitch swirls).
Change the stitch length in **Object Properties** to 3 mm. Click **OK**.

**Inserting Designs & Remove Overlap**
- Select **Insert Embroidery**.
- Navigate to the **Ornament Folder**; open the folder.
- Select **Gilded Silver 3**. Click on **Open**.
- Click on the decorative scroll and place on the copied bird at the bottom of the wing over the filled tail feathers.
- While the scroll is selected, click on **Remove Overlaps in the Edit Toolbox**.
- Change the color of the scroll by clicking on a color chip in the **Color Palette** while the scroll is selected.

**Reshaping**
- While holding the **Alt** key, click on the original bird’s outlined swirl at the top of the head.
- In the **Zoom Toolbar**, select **Zoom to Selected**.
- Select **Reshape**.
- There are two outlines that will be moved and reshaped. See notes at right for information about reshaping objects.
- Click on the control points and move to reshape the swirled outline similar to the one shown.
- Click on the **Zoom** icon and right click on screen to zoom out until you can see the entire design.
- Press **Esc**.

**Changing Stitch Angles**
- Select the **Select Object** tool. Hold the **Alt** key and select the copied bird’s longest filled tail feather.
- Click on **Reshape**.
- Rest your cursor on one of the peach-colored squares connected by a line. This shows the stitch angle of the selected object.
- Click and drag until the flag shows 120°. Release the mouse and the stitches are automatically updated.
- Click **Esc** to exit.

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**Notes:**
- Apply keeps the dialog box open so additional changes can be made while **OK** will close the dialog box.
- **Reshape:** Click and drag to move points and reshape the boundary of the object. Right or left click on the boundary to add control points. Select a point and press **Delete** to eliminate a point. To change type of control point, select the point and press the spacebar.
- To change the angle of the stitches, click on one end of the angle bar and drag the orange square to a new location.
Placing the Finished Design
- Select Zoom to Article in the Zoom Toolbar.
- Make sure you are in Design View, not Artistic View.
- Select Edit> Select All.
- Click on the selected design and move it on the T shirt to the desired location.
- Hide the hoop and grid if visible by clicking on Show Hoop & Show Grid.
- Select M on the keyboard (or View> Measure) to measure the distance from the neck/shoulder seam to the + sign in the center of the design. Record the distance.
- Select Esc.

Adding a Guideline
- Activate Show Rulers and Guidelines if the rulers are not visible.
- Add a vertical guideline by clicking close to the 0 on the horizontal ruler across the top of the design screen.
- Double click on the yellow triangle at the top of the guideline.
- Input 0 in the dialog box that opens. Click OK.
- Select M on the keyboard to measure the distance guideline to the + sign in the center of the design. Record the distance.

Previewing the Finished Design
- Select Slow Redraw.
  - Click on Go to watch the design virtually stitch.
  - Click on Pause to stop; Go to resume.
  - Click on Stop to end the slow redraw.
  - Back to Start will take the redraw back to the beginning.
  - Close the slow redraw box by clicking on the X.
- Select File> Save As.
- Name the file, Editing Overview. Select Save. Close the file.

DesignerPlus Additions:
- DesignerPlus has more fill & outline options for editing.
- DesignerPlus has Star effect that can be applied to many fills.
- DesignerPlus has Carving stamps and Morphing that can also be used to apply different effects to fills and objects.
- DesignerPlus has Gradient Fills & Color Blending.

Notes:
Use the recorded measurements to place a crosshair on the T shirt that represents the location of the center of the design. Place the T shirt on the hoop so that the mark is in the center of the hoop.

When the design is sent to the machine, the needle will move to the center of the hoop. You may use your Move Motif icon on the machine to move the design as needed to align with the mark on the T shirt.

The Hide Before option of Slow Redraw allows you to hide the stitches before a certain stitch point, making it easier to focus on the part of the design you want to watch. Auto Scroll will allow you to watch designs stitch out that are outside the design screen.

Articles should be deleted from designs before sending to an artista 200 or 730.

To delete, place a radio dot in front of custom. Select None from the drop down menu. Click OK.
Mirror Merge Tools

Open a Design File
- Click on New.
- Click on Insert Embroidery.
- From C> My Designs> ART Design, select NA471.
- Click Open.

Deleting Designs
- Open the Arrange Toolbox.
- With the design selected, click on Ungroup.
- Select the Polygon Select icon.
- Click around the shape of the design, including all but one of the blue swirl designs along the outside of the flower.
- Press Enter and allow the software to close the shape.
- Press Delete on the keyboard.
- This leaves the single design element shown.

Grouping Designs
- Select Edit> Select All or Ctrl A on the keyboard.
- While the remaining design is selected, click on Group.

Mirror Merge Horizontal
- Open the Mirror Merge Toolbox.
- Select Mirror-Merge Horizontal.
- Move the mouse onto the design screen to see a shadow copy of the design.
- When you see a configuration that you like, click on the screen to set the stitches.

Stitch Sequence
- Open Color Film.
- Notice there are unnecessary color changes.
- Select Design> Stitch Sequence.
- In the dialog box that opens, select Yes.
- Colors are combined to decrease the number of thread changes.
- Save the file as Mirror-Merge Horizontal.
- Select Undo twice.

Mirror Merge Vertical
- Select the design.
- Select Mirror-Merge Vertical.
- Move the mouse to form a shadow copy of the design.
- When you see a combination that you like, click on the screen to set the stitches.
- Select Design> Stitch Sequence.
- In the dialog box that opens, select Yes.
- Save the file as Mirror-Merge Vertical. Select Undo twice.

Notes:
Lesson covers:
- Polygon Select
- Group/Ungroup
- Deleting Objects
- Mirror Merge tools
- Stitch sequencing
- Measurement tool

To use Polygon Select, you do not need to click close to the object except in areas where the objects are very close to other objects. Zoom in to increase your accuracy. Let the software close the selection line by pressing Enter.

Stitch Sequence will combine colors that can be combined, but will not re-sequence colors that overlap and have to be stitched in a certain order.
Mirror Merge
- Select the design.
- Select Mirror-Merge Horizontal-Vertical.
- Move the mouse to form shadow copies of the design.
- When you see a combination that you like, click on the screen to set the stitches.
- Select Design> Stitch Sequence.
- In the dialog box that opens, select Yes.
- The status bar will give you the height and the width of the designs, but if you need another measurement, you can use the measurement tool in the software.
- Select M on the keyboard.
- Click at the corner of the design and drag to the opposite corner to measure the diagonal measurement of this design.
- Press Esc to deactivate the tool.
- Save the file as Mirror-Merge Horizontal-Vertical.
- Select Undo twice.

Wreath
- Select the design.
- Click on the Wreath icon and change the number of points to 5 (in the box under the Transform Toolbar).
- Move the mouse and rotate the objects until you see a combination that you like.
- Click to set the design.
- Select Design> Stitch Sequence.
- In the dialog box that opens, select Yes.
- Select File> Save As and name the file, Wreath.
- Select Undo twice.

Kaleidoscope
- Select the remaining design.
- Click on the Wreath icon; change the points to 8; then select the Kaleidoscope icon next to the number of points.
- Rotate the mouse until you see a combination you like.
- Click on the screen to set the design.
- Select Design> Stitch Sequence.
- In the dialog box that opens, select Yes.
- Select File> Save As and name the design Kaleidoscope.
- Close the file.

Multiple Wreaths
- You can also make a Wreath of a Wreath by selecting the original wreath and reapplying another Wreath.
- Remember to change the Stitch Sequence of the combination.

Notes:
- You can also access this tool through the View Menu.
- The Wreath tool will work with even or odd numbers and places the repeats in a cyclical form; Kaleidoscope works only with an even number and mirrors the designs.
Bonus: Creating a Quick Border

Converting Artwork to Stitches
- Click on New.
- Switch to Artwork Canvas.
- Select Text> Insert Symbol Character.
- Select Wingdings from the Font drop down list on the right of the screen.
- Scroll to find a geometric shape.
- Select the shape.
- Click on Insert or click and drag the object to the design screen.
- While the vector is selected, add color by clicking on a color chip from the Color Palette.
- Select Convert Artwork to Embroidery. The design is converted to stitches.

Clone + Duplicate
- Edit the design if desired.
- While the object is selected, open the Arrange Toolbox.
- Click on Group. The outline is now grouped with the fill stitch.
- Change the geometric shape to the size desired by clicking and dragging on one of the corner control points.
- Right click and drag to place the clone to the right of the first object.
- Select Edit> Duplicate or Ctrl D.
- A duplicate is made and placed at the same distance as the clone is from the original.
- Continue with Edit> Duplicate or Ctrl D to add the number of repeats you wish.
- Select Design> Stitch Sequence. Select OK in the dialog box that opens.
- Select File> Save As and name the file, Duplicate Border.
- Close the file.

Lesson covers:
- Inserting symbols in Artwork Canvas
- Adding color to a vector object
- Convert Artwork to Embroidery
- Clone + duplicate

Make sure that you don’t move the cloned object to fine tune the position after cloning or Clone + Duplicate will not work.
Bonus: Elastic Lettering

Open a New File
- Click on the New icon or select File > New.

Add lettering
- Click on the Lettering icon in the Digitize Toolbox and click on the screen and type Curved on the screen.
- Press Shift + Enter to move to a new line.
- Type Elastic.
- Press Shift + Enter.
- Type Lettering.
- Press Enter to activate the letters.

Aligning the letters
- Right click on the selected letters.
- Select Center Justification in the Lettering Object Properties.
- Select OK.

Break Lettering Apart
- Open the Edit Toolbox.
- Select Break Apart.

Applying Curved Lettering
- Click on the word Curved.
- Select Edit > Elastic Lettering > Curved.
- Hold the Ctrl key and click on the upper control point.
- Drag the point upward and release.
- Press Esc.
- Select the word Elastic.
- Select Edit > Elastic Lettering > Curved.
- Hold the Shift Key and click on one of the control points.
- Drag the point away from the lettering and release.
- Press Esc.
- Click on the word, Lettering.
- Select Edit > Elastic Lettering > Curved.
- Hold the Ctrl Key and click on the bottom control point.
- Drag the point downward and release.
- Press Esc.
- Select File/Save As, navigate to the desired location, and name the file, Curved Elastic Lettering.
- Close the file.

Notes:
Lesson covers:
- Elastic Lettering
- Justification
- Break Apart

Elastic Lettering can be used with any baseline.
More than one type of elastic lettering can be applied to a group of letters.
If you input a group of words in the Lettering dialog box, you can activate the desired justification in the dialog box and then apply elastic lettering to the group through Edit > Elastic Lettering.
Also, the lettering can be broken apart; then aligned with the Align Vertical Centers icon in the Arrange Menu.

The number of control points for elastic lettering will vary depending on the type.
If you wish to remove the Elastic Lettering, select Edit > Elastic Lettering > None.
Add Lettering
- Open a New File.
- Right click on the Lettering icon in the Digitize Toolbox.
- Enter the three words, Straight, Elastic, and Lettering; pressing Enter after each word to move to a new line.
- Click on the Right Justification icon.
- Press OK.
- Click on the screen to generate the lettering.
- Select Break Apart in the Edit Toolbox.

Applying Straight Elastic Lettering
- Select the word, Straight.
- Select Edit> Elastic Lettering> Straight.
- Hold down the Shift key and click on one of the left control points and drag the mouse away from the lettering.
- Press Esc.
- Select the word, Elastic.
- Select Edit> Elastic Lettering> Straight.
- Hold down the Shift key and click on one of the right control points and drag the mouse away from the lettering.
- Press Esc.
- Select the word, Lettering.
- Select Edit> Elastic Lettering> Straight.
- Hold down the Ctrl key and click on one of the right control points and drag the mouse down.
- Press Esc.
- Move the words if needed.
- Save the file as Straight Elastic Lettering. Close the file.

Add Lettering
- Open a New File.
- Click on the Lettering icon in the Digitize Toolbox and click on the screen and type Perspective on the screen.
- Press Enter to activate the letters, then deselect.
- Repeat these steps, but this time type in Elastic Lettering.
- Press Esc.
- Select all the words by selecting Ctrl + A on the keyboard.
- In the Arrange Toolbox, click on Align Left.

Applying Perspective Lettering
- Deselect; then select the word, Perspective.
- Select Edit> Elastic Lettering> Perspective.
- Select one of the right control points and drag away from the lettering.
- Select the words, Elastic Lettering.
- Select Edit> Elastic Lettering> Perspective.
- Select one of the left control points and drag the mouse away from the lettering. Press Esc.
- Save the file as Perspective Elastic Lettering.
- Close the file.

Notes:
- You can use the arrow keys to move the lettering so that they do not have to be realigned.

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Open a New File

- Click on the New icon or select File > New.
- In the Digitize Toolbox, right click on the Lettering icon.
- Type in the word, Diamond, in the dialog box window.
- Change the height of the letters to 10 mm.
- Select OK and then click on the screen to generate the letters.
- Make four quick clones by right clicking and dragging the words to a new location. Make sure you have plenty of space between the letters. You should have five total.

Editing Lettering

- Select the first diamond.
- Select Edit > Elastic Lettering > Diamond.
- Select the lower middle control point and drag the mouse down from the lettering.
- Press Esc.

- Select the next diamond.
- Select Edit > Elastic Lettering > Diamond.
- Hold the Ctrl key down and select the lower middle control point and drag the mouse down.
- Press Esc.

- Select the next diamond.
- Select Edit > Elastic Lettering > Diamond.
- Hold the Shift key down and select one of the middle control points and drag the mouse away from the lettering.
- Press Esc.

- Select the next diamond.
- Select Edit > Elastic Lettering > Diamond.
- Hold the Shift key down and select one of the middle control points and drag the mouse toward the lettering.
- Press Esc.

- Select the last diamond.
- Select Edit > Elastic Lettering > Diamond.
- Hold the Shift key down and select one of the left control points and drag the mouse away from the lettering.
- Press Esc.
- Move to space them as desired.
- Save the file as Diamond Elastic Lettering.
- Close the file.
Bonus: Buttonholes

Opening an Empty Design File
- Click on New or File> New.

Basic Buttonholes
- Select the Buttonhole icon from the Digitize Toolbox.
- Click on the screen to position a buttonhole.
- Click three times to add three more buttonholes.
- Press the Esc key to deactivate the tool.
- Select Edit> Select All.
- Select Align Vertical Centers in the Arrange Toolbox.
- Select Evenly Down. Touch Esc.

Buttonhole Properties
- Deselect; then select the top buttonhole. Right click on the selected buttonhole or click on Object Properties.
- The buttonhole tab should be selected. Select the Round buttonhole, (top buttonhole in the third column).
- Change the Slit Length (buttonhole opening) to 18 mm.
- Click Apply.
- Select the second buttonhole on the design screen.
- Select the Heirloom buttonhole, (the middle option).
- Change the Bead Stitch Spacing (stitch length) to 2 mm. Click Apply.
- Select the third buttonhole. Place a radio dot in Horizontal; press Apply.
- Select the fourth buttonhole. Change the Angle in the degree box to 45 degrees. Click OK.
- Select File> Save As and save the file as Buttonhole Basics.
- Close the file.

Designed Buttonholes
- Click on New file. Select Insert Embroidery.
- From C> My Designs 7> Ornaments,> Mehndi 2 and Open.
- While the design is selected, right click twice on the Rotate Right icon.
- Deselect the design.
- Open Object Properties.
- Select the Buttonhole tab.
- Change the Angle to Horizontal; click OK.
- Select the Buttonhole icon in the Digitize Toolbox.
- Click in the center of the design to position the buttonhole close to the point in the design.

Notes:

Lesson covers:
✦ Adding Buttonholes
✦ Editing Buttonholes
✦ Alignment
✦ Adding Decorative Buttonholes
✦ Cloning
✦ Removing Overlaps
✦ Stitch Sequence
✦ Adding Multiple Buttonholes

Note: The properties of the buttonhole can be set up before the buttonholes are added or the buttonhole properties can be changed after the buttonholes are added.
• Select Esc to deselect the buttonhole.
• Edit> Select All.
• Click on Align Horizontal Centers in the Arrange Toolbox.
• Deselect; then select just the buttonhole.
• Select Remove Overlaps in the Edit Toolbox.

Making Designed Buttonholes
• Edit> Select All.
• In the Arrange Toolbox, click on Group.
• While the design is still selected, right click and drag a clone and position the clone below the original. With the clone selected, right click and drag the cursor away to create a third design. Position the third motif below the original.
• Edit> Select All.
• Select Align Vertical Centers.
• Select Space Evenly Down. Touch Esc.
• Open Color Film. Notice all the thread changes.
• Select Design> Stitch Sequence.
• Click Yes in the dialog box that opens.
• File> Save As. Navigate to the folder in which the design will be stored. Name the file Designed Buttonholes and Save.
• Close the file.

Creating Multiple Buttonholes
• Click on New or File> New.
• In the Digitize Toolbox, select Buttonholes.
• In the dialog box that opens, enter 5.
• Click OK.
• Click and drag on screen to add the 5 buttonholes. When they span the desired distance, click on the screen to generate the stitches. They are automatically spaced evenly and the flag shows the total distance and the angle.
• Select File> Save As and name the file Multiple Buttonholes.
• Close the file.

Notes:
The icon for each alignment tools indicates the justification of the alignment.
If you are aligning designs that are comprised of several objects, group each design before aligning.

Remove overlaps should not be used until the sizing of the design and buttonholes is determined.

Stitch Sequence will automatically reduce the number of color changes in a design, but the software preserves the correct stitching order when objects overlap and shouldn’t be re-sequenced.