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LOADING A QUILT:

You load a quilt the same way it touches a bed. A quilt consists of 3 parts, the backing, batting, and the top. The backing touches the bed first, the batting second and the top third.

You have 3 bars on the front of the machine. The top bar is bar #1. The middle bar is bar # 2. The bottom bar is bar # 3.

The first thing you load is the backing. You fold the backing in half and put a pin in the center point of both ends of the quilt. The canvas/aprons on the bars are all stamped with their name on the right side of the machine and they have a center point marked on them in the center. Take the backing apron and bring it **up under the first bar** and use the clamps on each end of the table to hold it in place while you pin the backing. Standing at the front of the machine, take the backing fabric and throw it out over the pick-up bar, pretty side down, seam side/ugly side up. Find the center pin you put in and match it up to the center point on the apron, point the raw edges straight up in the air and pin on the canvas next to your belly. Pins are always put in on the canvas side, not on the material side.

I keep the pins in the top ¼” and keep them straight. Start pinning in the center and pin to the left pointing the pins left and then pin from the center to the right with tips pointing to the right. I leave approximately 1” between pins. I double pin the edges to help keep them secure.

When you are done pinning, let go of the clamps on the ends of the apron and smooth the backing fabric out over the pick-up bar, leaving it to drape down to the floor on the back side of the table. Start wrapping the backing canvas/apron and smoothing out any fullness you see from the center left and center right. Continue to roll the quilt top trying to keep the ends even and wrapping onto the previous wrap as best you can until the backing fabric just clears the table top in the back and then go to the backside of the table and again, match the center points of the pick-up apron and the backing and point the canvas edge and fabric edge to the ceiling and pin on the canvas which will be next to your belly. When you have finished pinning, continue to roll the backing apron up until the pins fall over the top bar to the front side. Then stop and roll the pick-up apron until the pins stick out about an inch from the front of the pick-up bar.

2. Now you put the batting on top of the backing and smooth it out nice and neat, covering the pins as that will be the batting in the binding so you have to leave some at the top. Next stick the left over batting **in under the second bar**. It will hang on the floor under your machine.

If you are using the batting on the batting bar under the machine, now you reach in under the second bar and get the batting and pull it up until it covers the pins.

3. You load the quilt top last. Again, you fold it in half and find the center point of the top at both ends putting in a pin on each end to mark the center. (If you are running a pantograph pattern on it, you must pin the top and bottom of the quilt top to the aprons. If you are customizing it, you can pin the side of the quilt top to the aprons.

Set the quilt top in the middle of the batting in a pile pretty side up. Then **pull up the top apron/canvas (on the third bar)** and again you can use the clamps to hold it if it falls down on you. You again start pinning from the center out in both directions keeping the pins straight and in the top ¼” of the canvas. When you are done pinning, pick the top fabric up and put it on the floor in front of your feet and start rolling the top bar up. It is important that you watch for any dark threads that might be laying over light areas. You want to remove them now as you wrap so that they don't get stitched down and show thru to the front when you are done quilting. You wrap it up until there is about 8-10 inches of the top still on the floor. Now you stop and put your table in the sit and stand position and then pick up the top and put it up on the batting, keeping it about an inch from the edge of the canvas.

Baste the top down using the channel locks to help get a quilt top squared up. Put the clamps on each end and you are ready to quilt. Remember to keep the pick-up roller about an inch off the bed of the machine as you quilt. Raise the pick-up bar by using the crank handle at the end of the pick-up bar. You need to do this each time you roll/wrap a quilt up.