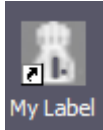


## My Label Mastery

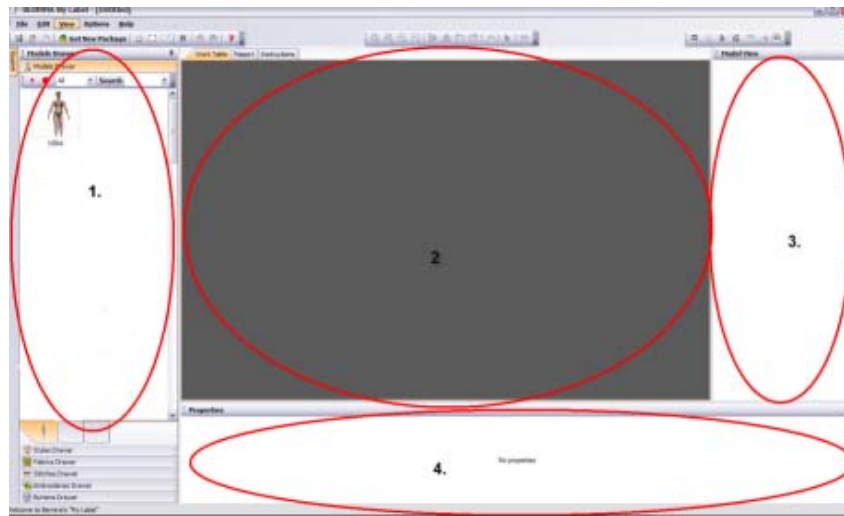
### Opening Program



Double click on the My Label icon on the screen to open My Label.

The screen is divided into four main areas:

1. Drawer area, where items are selected
2. Worktable area where pattern pieces, yardage, and instructions are shown
3. Model area where the 3-D model is displayed
4. Properties area, where properties of selected items can be changed



Program comes with one model, Nina. Her measurements are changed to reflect your shape.

Getting to know the menu icons

There are three groups of menu icons on the screen. The first group is Basic Function icons, for saving, printing, and editing—undo and redo.



The second group of icons relates to the Worktable functions and include zoom, mirror, rotating, selecting, and stitches icons.



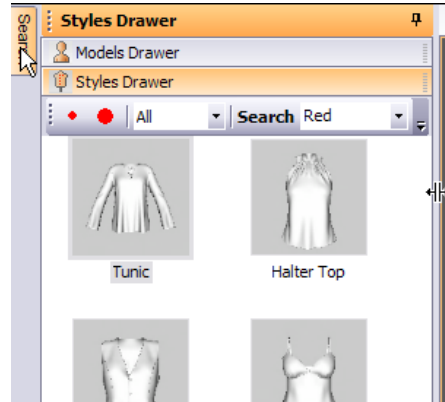
The third group of icons includes functions that will affect the model view.



These menu bars can be moved by clicking on the far left side of each group and dragging into the desired position on the screen.

## Changing screen view

You can change the relative size of the screen areas by clicking on the vertical/horizontal lines that separate the four main areas of the screen. Click on the line then drag the area to the desired size.



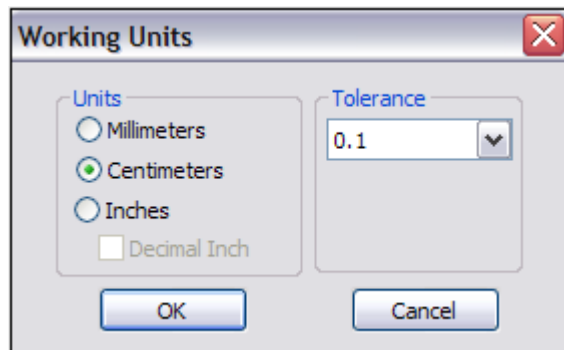
You can hide parts of the screen by clicking on the thumbtack area of the screen sections. To return the screen to the original state, rest your cursor on the appropriate tab and click on the thumbtack. You can also select View/Reset.

## Measurements

### Units of measurement

You may use millimeters, centimeters, or inches. Measurement Units are changed by selecting Options/Working Units

To change the measurement unit, click on the desired option and then select OK. Measurements are best taken in cm, but then you can change to inches. Select cm, then click on OK.



### Taking Measurements

Print out the section in Help/ Measurement & Fitting Consultant/Measuring Landmarks. Open the document; then select File/Print to print. Use this information and the tools in the Measurement Kit to accurately mark your body for measurements. Do not try to take the measurements by yourself.

Print out a measurement chart from the Measurement CD that comes with the Measurement Kit and record all measurements to the nearest .1 cm. You may also record your measurements directly in the software.

You may use the graphics or the actual pictures on the Measurement CD as a guide for taking measurements. The graphics can also be found in the software under the Instruction tab. Click on the Instruction tab and when the measurement is highlighted, the instructions for that measurement appear. (see information that follows)

Make sure that all height measurements are referenced from a cord that is parallel to the floor.

Take all 47 measurements.

## Recording Measurements

Choose Nina, the default model. Click on Instruction tab above the worktable; highlight the height measurement box. Note the instructions that appear on the worktable. Note: To change the measurements, you may use the up/down arrows next to the measurement or highlight the measurement and change the value.



Change height to 165 mm. Hit the Tab key to go to the next measurement; change the underbust to 85. Hit Enter. Notice the changes that occur to the model.

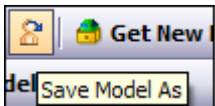
Click on the drop down box next to Shoulder Pads. Select "with." Notice how shoulder pads appear on the model. You must place shoulder pads on the model prior to draping the jackets on the model since all jackets require shoulder pads. Click on the drop down box and choose "without" to change back to the basic model.

Click on the height tab at lower part of screen. The 47 measurements are divided into categories at the bottom of the screen. Click on each tab to see all the measurements. You will notice that some of the boxes have turned blue. Any box that turns blue has been changed by a previous measurement. The blue boxes will disappear as the measurements are entered in the order they appear.

Click on the mid-neck measurement box and change that number to 34. Notice how the blue boxes disappear. The gold boxes are the basic measurements—bust, waist, + hip.

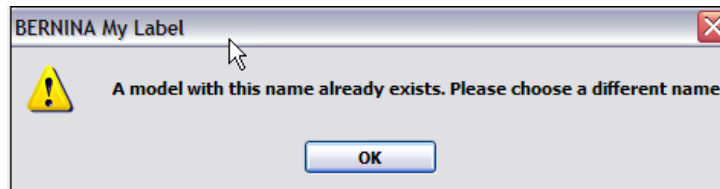
For this exercise, you will only change these three measurements. It is important to enter all the measurements in the order they appear on the screen and that you enter all measurements. If they are not entered in order, some measurements may change.

## Saving the Model

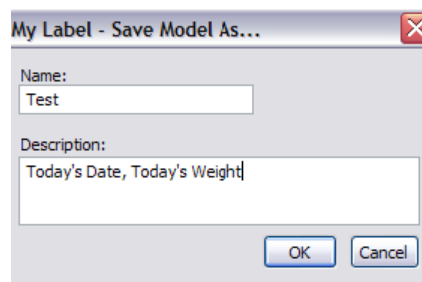


To save the model: Choose File/Save Model As to avoid saving over the default model. You can also use the icon to save the model.

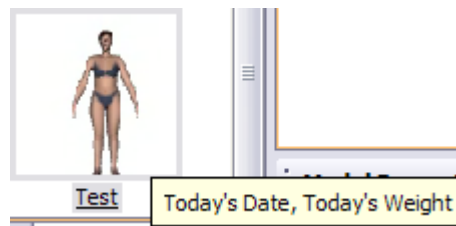
Rename model as desired (type in "Test"). If you attempt to save a model with the same name, you will receive a warning that states you have a model with that name.



You can type in a description—date, weight, any other info desired.

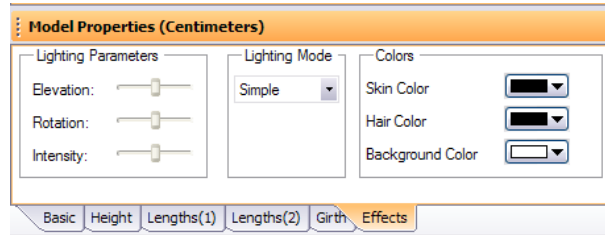


This information will show in the model thumbnail when you rest your cursor on the model.

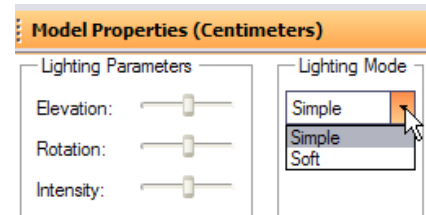


## Changing effects

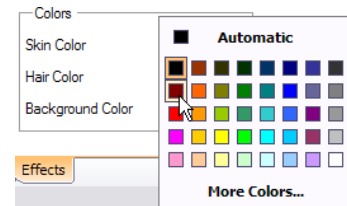
You can change the background and the way the model looks by selecting the Effects tab in the Model Properties.



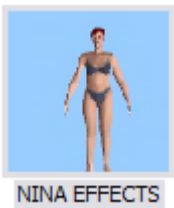
If you wish to change the lighting, first click on the drop-down arrow next to Simple and choose Soft lighting. Use the sliding bars next to elevation, rotation, and intensity to adjust the lighting.



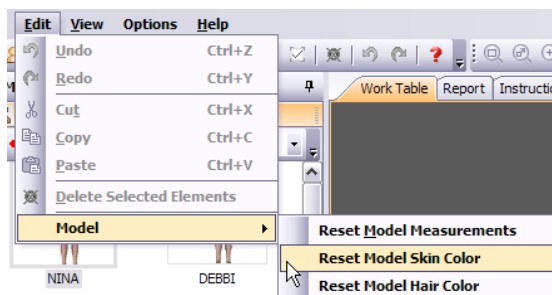
To change the skin color, click on the drop down box next to Skin Color and choose a new skin color. You can also change the Hair Color with a drop down box. If you wish to change the background color, do so by clicking next to the Background Color and changing to your new desired background.

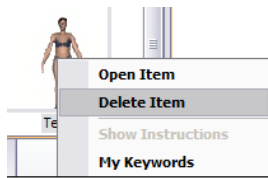


You may also save the model with the new effects. Be sure to rename the model so the original is not saved over. The effects will show in the thumbnail sketch.

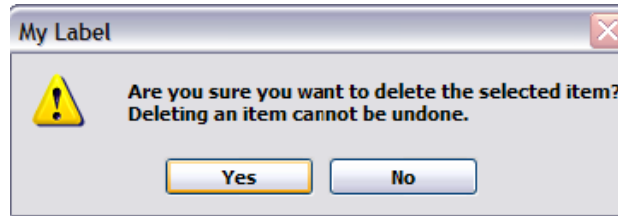


To return the model effects to the original, select Edit/Model/Reset Skin Color and Edit/Model/Reset Hair Color. To return the background to the original, select the drop down arrow next to Background Color and select the white chip. To return the lighting to the original, select the drop down arrow and choose Simple.

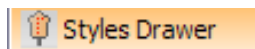




Multiple models can be saved. The total is determined by your computer resources. You can also delete a model by right clicking on the model and select "Delete." A reminder dialog box will appear asking to verify that you wish to delete the model.



## Adding Styles:



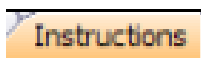
Click on Styles Drawer. Styles are divided into seven categories. The scroll arrows at the end of the style category bar will take you to additional styles.



Navigate to skirts. Select the Gored Skirt by clicking on the skirt. Notice that the pattern pieces for the Gored skirt appear on the worktable. See that model properties now change to Style Properties. Style properties are specific to the garment that is on the worktable.

You can toggle back and forth between Style Properties and Model Properties as long as no clothing has been simulated on the model. Just click on either the Model View window or the Style Property window to switch back and forth.

## Style Properties

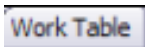


The Style Properties are shown as the same as the model measurements, but they have the intended fit ease built in to the pattern. For information about the intended fit, click on the Instruction Tab and scroll to Garment Fit information

### Garment Fit

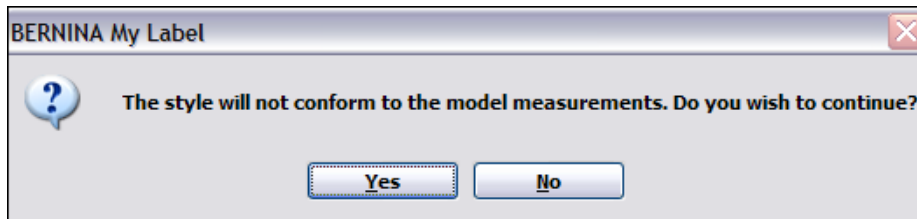
The Gored Skirt is intended to fit with bottom of waistband level with CB waist height.

- The straight waistband is not pitched in front, landing at level waist height.
- The hip has 1¼" (4.5cm) ease over actual body measurement.
- The over knee length skirt is finished 23½" (60cm) from waist height and is adjustable for preferred finished length.
- The hem opening is flared 13" (33cm) larger than style hip measurement and is adjustable for preferred hem opening.
- The waist defaults to True Waist and is adjustable to preferred measurement taken at preferred waist height.



Re-select the Worktable tab.

Highlight the value in the skirt length box. Change the finished skirt length to 75. Hit enter. Click yes in dialog box that opens to allow the change. This will change the default measurements of the skirt.



Notice how the pattern changes on the screen. You may either highlight the measurement in the box or use the arrows on the side of the box to change the style properties. Change the hem opening to 200 mm. Select enter.

Sometimes when certain measurements are changed, a change may occur to other measurements. These measurements will turn blue. When this happens, you have the choice of keeping the changes or changing back to the original measurements.

For example when hip ease is changed significantly, waist ease is changed; this would be a time to change the waist measurement back to the original. Simply change the waist measurement back to the original body waist measurement—remember ease is automatically included.

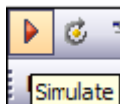
Other times, you may wish to leave the change. For example, if you change the hip ease without changing the hemline circumference, the hem circumference will automatically change to create a smooth transition between hip and hem.

As a guideline for adjusting style properties, see the document Help/ Measurement & Fitting Consultant/Adjusting Style Properties. Style properties are changed to adjust a garment to your preferred fit; for example, to add ease. They also can be used to change the style of the garment or to fine tune the fit according to your body type.

If you wish to change the Style Properties back to default, place a check mark next to Update Style according to Model measurements, at the lower right of the screen. Another dialog box will ask you to confirm your decision.

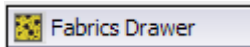


## Simulating Garments

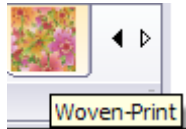


Select the simulate icon. The skirt begins to drape on the model. The progress bar of the simulation will be shown in the black bar under the model. The speed depends on your available computer resources. Do not attempt to do anything else in the software until the simulation is complete.

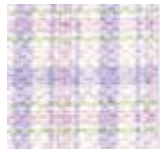
## Adding fabrics



Click on the fabric drawer. Fabrics are divided into categories along the bottom of the left hand side of the screen. Scroll arrows at the end of the bar will take you to additional fabric categories.



Select the Woven Print category. Scroll all the way to the end to find the category. Select the plaid fabric:



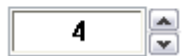
PlaidD-Lavendr

Click and drag the fabric to the gray area of the worktable to color all pieces. You can color only one pattern piece by clicking and dragging the fabric to an individual pattern piece. Note: Your screen may vary in presentation of the fabrics depending on how the resolution of your computer is set.

The green boxes around the pattern pieces mean that those pieces are selected. To remove the green boxes from the model, click on the **Model** View part of the screen. The green boxes will remain around the pattern pieces of the skirt. Note that Style Properties are now Fabric Properties.

Scale

## Changing Fabric Properties



Change the scale of the plaid by clicking on the up arrow of the scale property.

Position



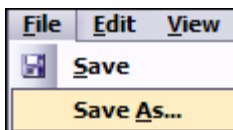
Move the position of the plaid by using the arrows of the position property.

Change the angle of the plaid to determine what a bias grain would look like. Click on the blue dot and spin the wheel to 45°, 135°, 225°, or 315°.

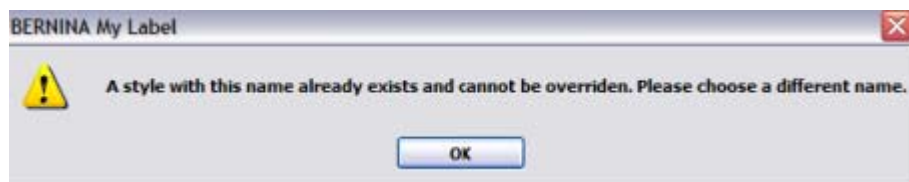


If you deselect the pattern pieces on the worktable, you may need to re-select the pattern pieces to implement more than one change to the fabric. Hold down the shift key and click on each pattern piece to select multiple pieces.

Save the skirt. You may click on the icon and rename the style or you may select File/Save As and rename the style.

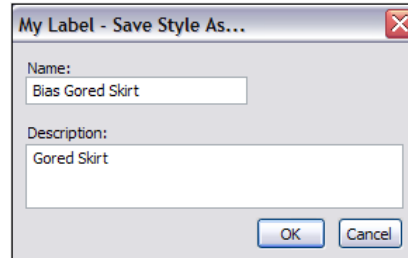


You must rename the skirt, not just add to the words in the description, so it won't be saved over. You will receive a warning if you attempt to save over the file.





Add "Bias" to the name. Click OK.



You can also add a description in the dialog box when saving the skirt. Any words added will appear when the cursor is rested on the style icon.

You can save multiples of each skirt style.

## Scanning Fabrics

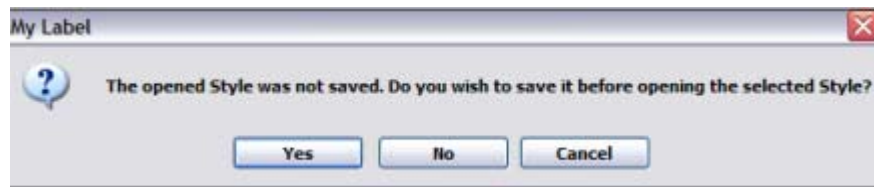
You can scan your own fabrics through File/Import Scanned Fabric. Complete the requested information in the dialog box and click OK. Select Cancel to escape. Directions for scanning are on page 42 of the manual.



## Adding a second garment



Click on the Style Drawer. Select the Shirts Category (Scroll to the end of the Style bar.) Select the T-shirt. If you did not save the skirt, you will receive a reminder that the open style was not saved and you have another opportunity to save the style.



Piece Group



You can change the long sleeve to a short sleeve by selecting the sleeve on the worktable and clicking on the forward arrow in the Style Properties Box.

You can also choose another sleeve length in between the long and the short sleeve by changing the style properties. Use the "short sleeve length" style property for short sleeves or "arm length from shoulder" style property for the long sleeve).

## Adding fabrics

Add fabric to the T-Shirt. Select Wovens/Plain (the turquoise color chip) and then select the lavender fabric. Click and drag it to the worktable. You do not have to select from the knit categories for the T-shirt as the garment drape is based on pattern properties and not the type of fabric you select.

Select the darker purple and click and drag it to the neckband to change only the neckband.

Make the sleeve transparent by selecting it, then dragging the Transparency bar to the right. You can also change the Glow and the Shininess of fabrics to resemble leather.



## Zoom Functions:

Let's look at Zoom functions..



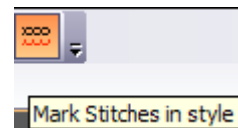
Zoom All is used to bring all the pattern pieces on the worktable in view. You may also click on the mouse wheel to bring all the pattern pieces into view.

Zoom Rectangle will zoom in on a particular piece. Click and drag a bounding box around the pattern piece to zoom in. You can also use the Zoom Rectangle to zoom in on an embroidery design, a stitch, or a button that is placed on a pattern piece.

Zoom In will zoom in on all the pieces on the worktable.

Zoom Out will zoom out on all the pieces.

Select the Zoom Rectangle and draw a rectangle around the neckband. Click on the "Mark Stitches in Style" icon.

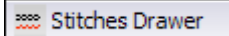


Notice the colored lines around the edges of the pattern pieces. These indicate seams that are to be sewn together. A great idea for beginning sewers! This icon toggles on and off.



Click on the Zoom All button. Notice how all the pattern pieces come into view. Use the Zoom Rectangle to zoom in on the front pattern piece. It is best to zoom in on pattern pieces when using the Stitch Tool.

## Stitches



Select the stitches drawer. Select a stitch by clicking on the Stitch Drawer.

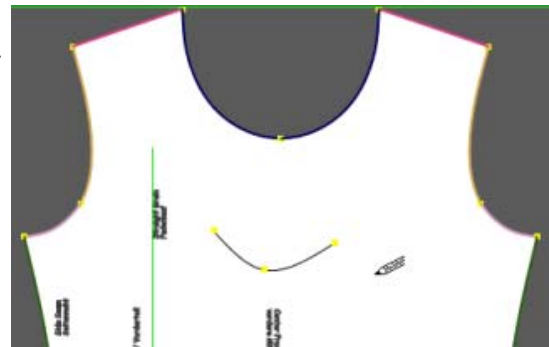


There are six different categories of stitches. Choose the Compact Stitch category. Choose stitch 414.



To bring a stitch to the worktable, **click and drag** the stitch to the desired pattern piece. Click and drag the tool to the front of the T shirt pattern. Note how the cursor has changed to a pencil.

Left click then move the pencil to another area on the pattern piece; left click again and continue to draw a line on the pattern piece.



### Facts about the pencil tool

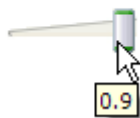
To draw the stitches, be sure not to get too close to the stitching line of the pattern pieces. If your pencil disappears, move further away from the stitching line to begin your stitching line. You will have to return to the stitch and click and drag it to the pattern piece if you lose the pencil tool.

Always remember to zoom in on the pattern piece to draw.

Left clicks will draw a straight line. If you wish to draw a curved line, hold the shift key on the keyboard and left click on the pattern pieces. Right click to set the line. When the line turns red, it is selected.

Stitches must be set prior to simulating the garment if you want them to show on the garment.

Width



Stitches will show better on the simulation if they are set at full width. Click and drag the width arrow to the far right.

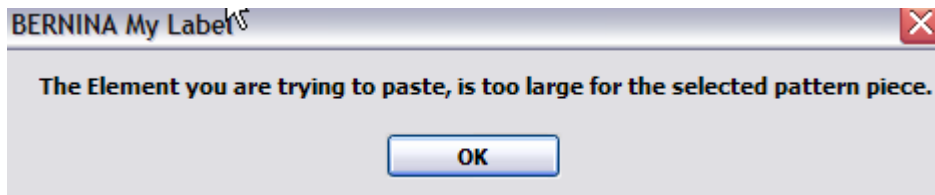
You may set multiple lines with multiple types of stitches. Just remember to select the new stitch and click and drag it to the desired pattern piece.

### Copy a line



You may copy a drawn line onto another pattern piece if it is not too large for the other piece. Select the line first by clicking on the Select icon. It will turn red. Select Edit/Copy.

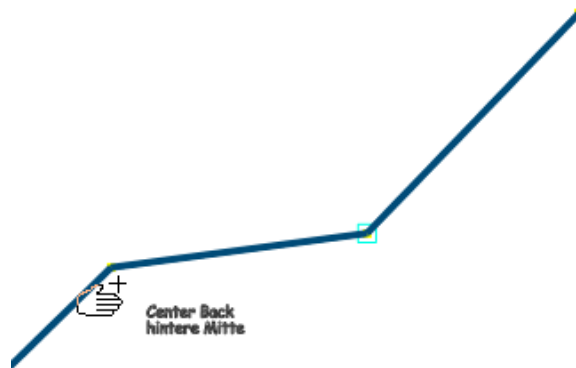
Select the other pattern piece. Select Edit/Paste. If the line is too large, you will receive error message.



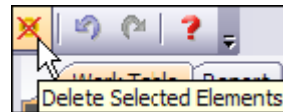
## Changing the drawn line



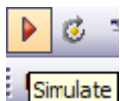
You may use the Move Internal icon to change points on the line or to move the line. Click and drag on any of the yellow squares on the drawn line to move the point into its desired location. Use the escape key to get out of this function.



If you wish to move the entire line into a new position, click on the line away from the yellow squares and drag the line into a new position. You cannot move the line across pattern pieces. To delete a line, select it first by clicking on the line and select the delete elements icon.



You can change the color of the line by selecting it first then choose a new color from the color drop down arrow. Deselect the line by clicking away from the line to see the color change.



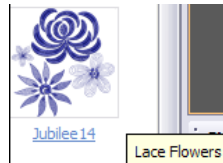
Simulate the T-shirt on the model.

## Adding Embroidery

Select the Embroideries Drawer to choose an embroidery design. There are eleven categories of embroidery. You can use the scroll arrow to view each of the categories.

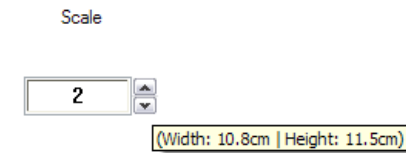


Choose the lace category. Resting the cursor on each design will show the keywords of the design. Choose Jubilee 14. Click and drag the design to the front pattern piece.



When a green box surrounds the embroidery design, notice that the property area has changed to Embroidery Properties.

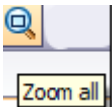
Change the scale to 2 by clicking the up arrow on the Embroidery Scale property. The software shows the final dimensions of the design. You can use this information to make changes in the Bernina Embroidery Software so that the embroidered design will be these dimensions.



You can use the Move Internal icon to move the embroidery design into position. First click on the icon, then on the embroidery design and move the design into your desired location. The Move Internal icon will move embroidery designs, buttons, and stitches.

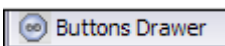


You also have mirror tools to mirror embroidery designs, buttons, and stitches. Click on the mirror tools and notice the changes to the embroidery design.



Click on Zoom All. This brings all the pattern pieces into the workplace screen.

## Adding Buttons



Zoom in on the sleeve using the Zoom Rectangle. Select the buttons drawer.



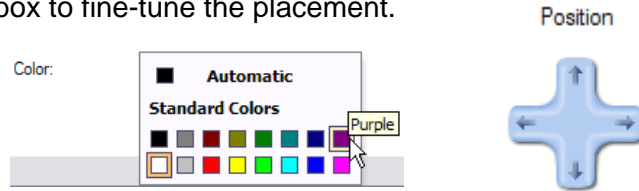
There are nine categories of buttons. You can use the scroll arrows to see all the categories.



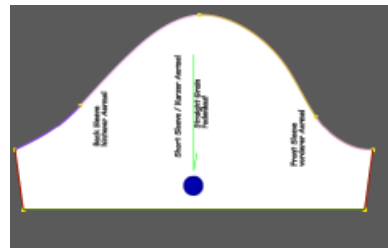
Select the textile button category.

Select the thread lace button. Click and drag the button to the sleeve.

Change the color of the button to blue by clicking on the drop down arrow next to color and selecting the blue color chip. Use the placement arrows in the Button Properties box to fine-tune the placement.



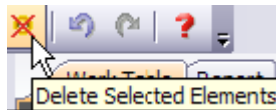
Notice that the buttons and embroideries appear on the 3D model even though the garment was already simulated. Buttons and embroideries will appear on the simulated garment either before or after the garment is simulated. Stitches have to be placed on the pattern pieces before the garment is simulated.



## Changing design elements.



If you change your mind about a button, an embroidery design, or a stitch, you can first select the item by clicking on the Select icon, then choose “Delete Selected Element.”



You can also replace buttons, designs, and stitches by first selecting the element, then selecting the appropriate drawer, and then the new item. Drag it into place onto of the old choice. Stitches that have already been simulated on the garment will change to the new stitch on the simulated garment.



In addition, there are undo/redo functions if they are selected prior to saving the change. There are 25 levels of undo.

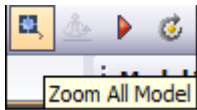
## Moving the model

Zoom in on the model. Left click and drag the mouse down to zoom in on the model.

Turn the model to view the sleeve and button placement from the side by clicking and dragging the mouse to the right.

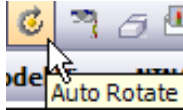
To drag the model up/down on the screen, click and drag both the right and the left keys.





To return the model to a normal view, you can click on “Zoom All Model” or press the center button on your mouse.

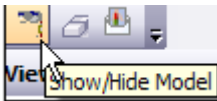
### Rotate the model.



You can click on the model view and move your mouse to the right or left. You can click on the “Auto Rotate” icon.

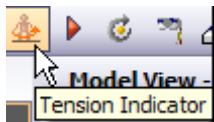
Notice the ripples in the back of the T-shirt. The simulation is based on pattern properties, not fabric properties. The fabric stretch will take care of the wrinkles and they do not appear on the finished garment. Since the pattern has negative ease across the hips, the garment will show vertical wrinkles and pulls.

### Hiding the model.



You can also hide the model and focus only on the garment by clicking on the “Hide/Show Model” icon.

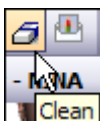
### Tension Indicator.



Click on the Tension indicator. The tension indicator indicates relative tension within the garment. The red areas are the closest fit; blue, the loosest fit. The shoulders in a garment will always be red. The numbers indicate how far from the body the fabric is. This value is roughly ease divided by 3.14 (pi).

To return to regular model view, click on the Tension indicator again.

### Cleaning garments from the model.



You can clean the simulated garments from the model by clicking on the clean icon.

To clean only one garment from the model: (These directions must be followed exactly)

On the model view window, point your cursor to the garment to be removed.

Hold the Control key down

Select a part of the garment on the Model View window.

A green selection box appears on the pattern piece on the model view.

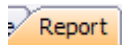
Press the Delete key to remove the layer.



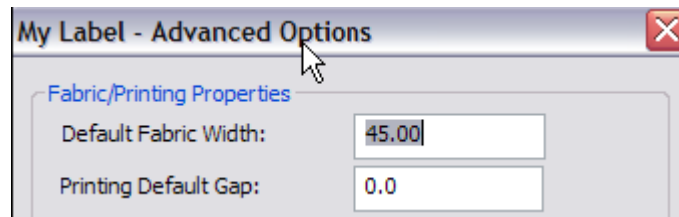
### Sending an email.

Clicking on the “Send Image” icon allows you to send the image via email as a jpeg.

## Style Report: Finding yardage



Click on the Report Tab above the worktable to find the required yardage. You must apply fabric before the Style Report will show yardage. If fabric has not been placed on the garment, add fabric to the pattern pieces. You must also apply the correct fabric width in the Options/Advanced Systems Properties. Select Options/Advanced Systems and change the Default Fabric Width to equal the fabric width you plan to use. Make sure you have chosen inches as the measurement system or enter the equivalent metric measurement.



Yardage for individual pieces is given as well in the Piece Information section. This way, if you want to use contrast fabric for certain pieces, you will have the required yardage.

### Other information in the Style Report

The Style Report will also give you information on the embroidery design, stitches, and buttons used in the style. At the end of the Style Report, you will find several links to websites.

You can print the Style Report by having it selected in the worktable area and selecting File/Print.

### Sewing Instructions

Click on the Instruction tab to find information for each garment. The instructions tab will give you information about the garment fit, fabric recommendations, a recommended layout, pieces to cut, notions needed, and step-by-step sewing instructions. To find more specific information and illustrations for constructing the garments, go to Help/Sewing Techniques.

You may print the sewing instructions by having them displayed on the worktable and selecting File/Print. You may print the sewing techniques by selecting Help/Sewing Techniques/Specific document and then selecting File/Print.

#### Fabric Information:

Name: Poplin-Lilac  
Description: Poplin-Lilac  
Length of Fabric Needed: 26.0 inch  
[ 0.7 yard, 0.7 meter ]

#### Piece Information

Name: **Front / Vorderteil**  
Description: 2 of 4 / 2 von 4 / BERNINA My Label  
Quantity in Style: 1

#### Fabric Information:

Name: Poplin-Lilac  
Description: Poplin-Lilac  
Length of Fabric Needed: 26.0 inch  
[ 0.7 yard, 0.7 meter ]

#### Stitch Information:

Name: 414  
Description: 414  
Width: 0.4 inch  
Quantity: 1

#### Embroideries and Embellishments Information:

Name: Jubilee14  
Description: Lace Flowers  
Dimensions: Width: 4,1/2in | Height: 4,1/2in  
Quantity: 1



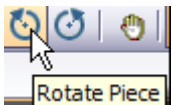
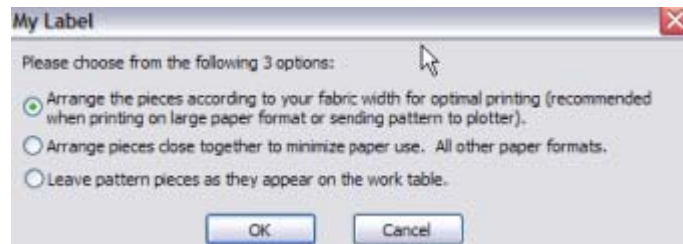
## Printing Patterns



There are three print icons—Print, Print Preview, & Print Selected. The Print icon is used when you are ready to print the pattern or save the file as a PDF to be printed. Print Preview is used to check the layout of the pattern pieces prior to printing. Print Selected allows you to print only selected pattern pieces or only one pattern piece.

## Print Layout

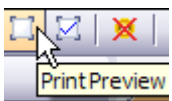
There are three options for arranging the print layout. Option 1 will arrange the pattern pieces according to the grainline. Option 2 will arrange the pattern pieces close together, disregarding the grainline. Option 3 allows you to move and rotate the pattern pieces the way you choose. You will usually want to use the third print option as that option gives you the most control over the way the patterns print.



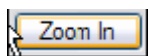
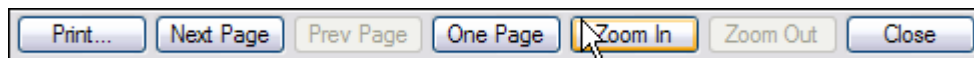
To arrange the patterns for printing, select the Worktable tab. Click and drag the pattern pieces on the worktable to arrange them close together. Rotate the sleeve by selecting it and clicking on a rotate icon. Change it to horizontal position.

The pattern pieces on the worktable do not have seam allowances because it is easier to place buttons, stitches, and embroideries without the seam allowances in view. Make sure pattern pieces are placed far enough apart to avoid overlap of seam allowances. The overlap can be checked in Print Preview prior to printing.

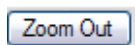
## Print Preview



Print Preview will show how the pattern pieces will print. Click on the Print Preview icon and select Print Layout Option 3. Print Preview will give you several options for viewing the pattern.



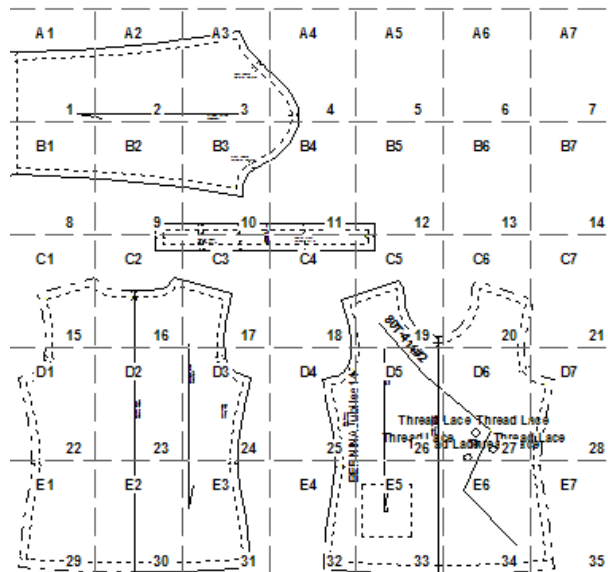
You can zoom in on the print preview by selecting the Zoom In Function. Zoom in to see the pattern pieces close up. You can zoom in two times.



You can zoom out by selecting the Zoom Out button.

You can set the Print Preview the way you wish to view. You can toggle between One Page or Two Page view. To view two pages at once, select Two Page; or if it is set to view two pages and you wish to view one, select One Page. Next page and previous page can be used to scroll through the pages.

The first page of the printed pieces is a print map that serves as a guide for taping the pattern pieces together. The individual pattern pieces have cross marks in each corner of the paper to help align the pages for taping together.

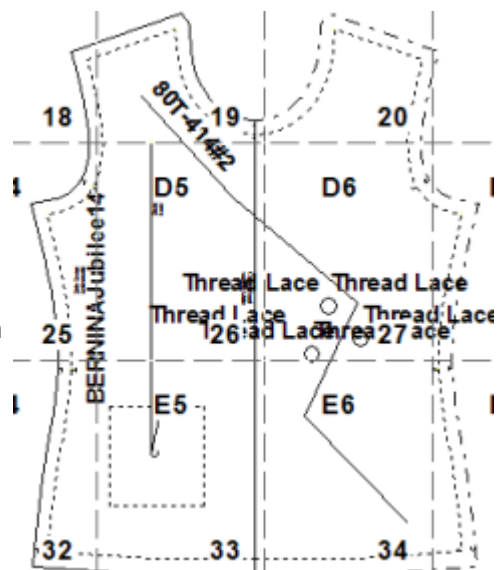


To exit the program, click on Close.

## Pattern Markings

All patterns are marked with the name of the pattern, the pattern piece and number, the model, the grainline, notches for matching, number of pieces to cut, the date it was created, and CF and CB location.

Embroidery designs are marked with a rectangle drawn around the embroidery and a center cross mark. Stitches are marked with the placement of the drawn line. These can be used for decorative stitches, couching, needle punch fiber placement, or double cord placement. Buttons are marked with a circle on the pattern.

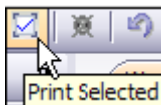


## Printing the Pattern

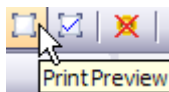


You can print the pattern directly to a printer or you can save the file as a PDF document to print from another source. To print the pattern directly to a computer, simply click on the print icon. It is recommended that printing be done with regular printing options selected, not fast draft. Alignment marks are most accurate in regular printing mode.

To print a selected pattern piece, click on the pattern piece to select the piece you wish to print. Move the pattern piece to the lower left corner of the Work Table to conserve paper. Select Option 3 and Print Preview to see how the piece will print. Close Print Preview.

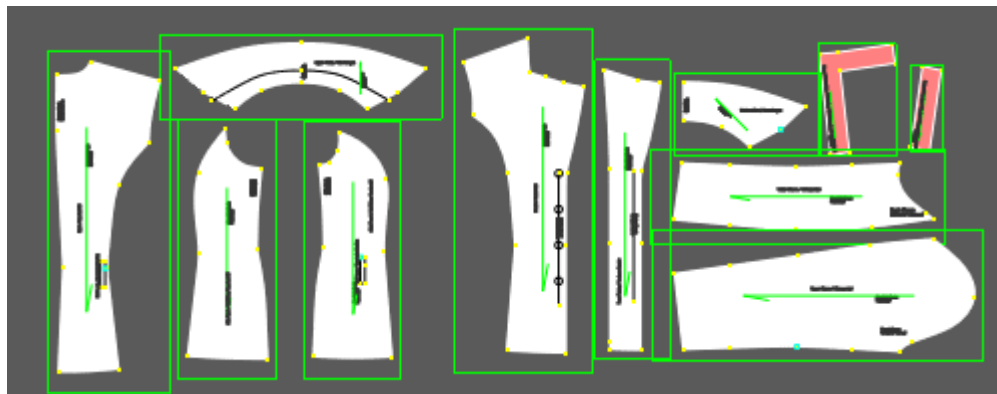


Click on the Print Selected icon to print the piece. Select the printer. The printing choices will be grayed out. Click OK



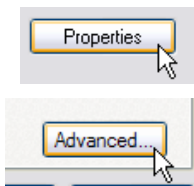
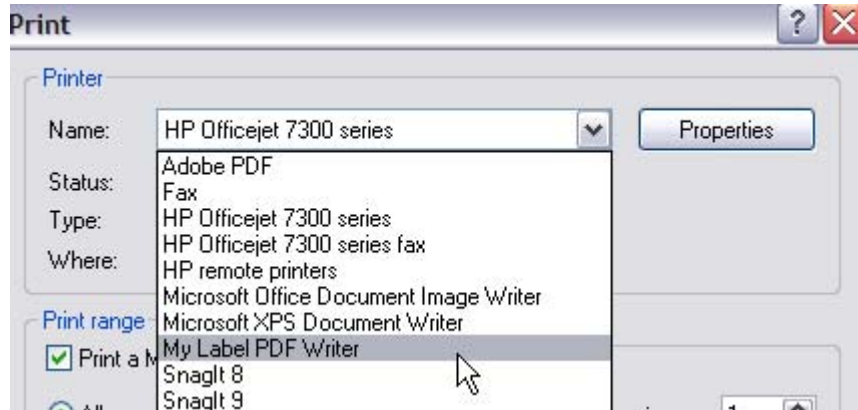
To print selected pieces, move the pieces you wish to print to the lower left corner of the Work Table, then across the lower edge of the worktable. The pieces not to be printed can be piled on top of one another away from the lower left. Click on Print Preview icon. Select Option 3 to check the layout. Close Print Preview.

To select multiple pattern pieces, hold the Shift key and click on the pages you wish to print. Click on the Print Selected icon to print the pages.



## Printing to a PDF program

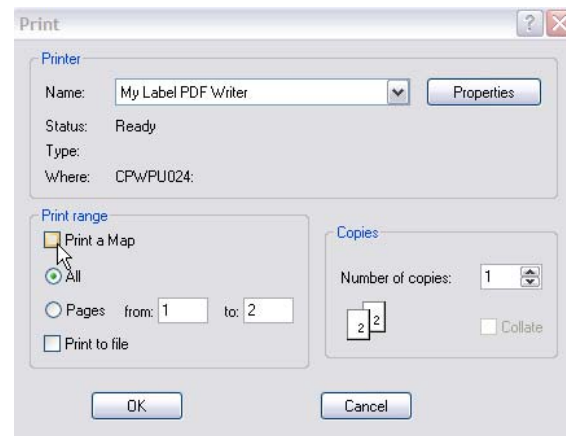
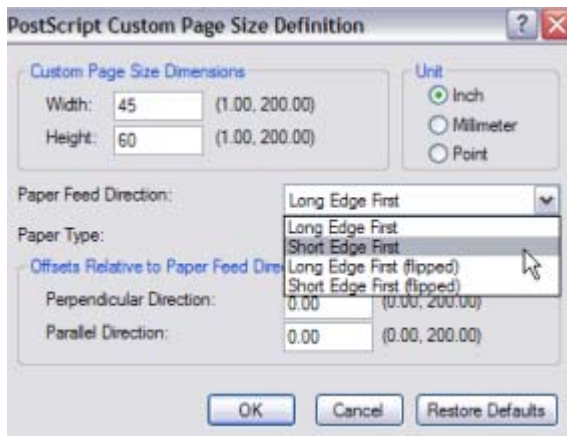
A My Label PDF program is part of the software and can be installed when you install the software. This enables saving the pattern to a PDF file that can be printed on another computer. Click on Print icon. Select the printing option desired (It is recommended that you use option 3) Click on the drop down box and select My Label PDF Writer.



You must define the page layout and the size for the PDF file. If you are saving the file to print at a print shop, contact the print shop for specifics on paper size. To change the paper size of a PDF file, click on the Properties button. A PDF properties window appears. Click on the advanced button.

If printing to a plotter, click on the drop down box next to Paper size and select Post-Script Custom Page.

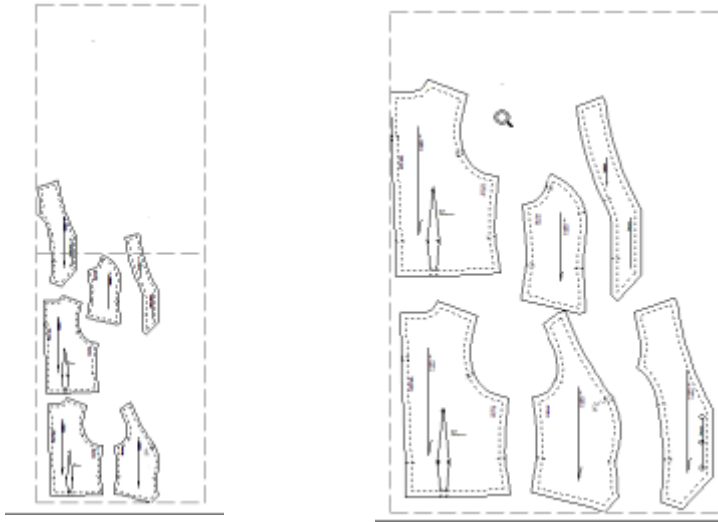
Enter the dimensions of the paper in the dialog box under width and height. Select Short Edge First. Click on OK three times to return to print screen.



Click the box next to "Print a Map" to deselect; you will not need a map when printing to a plotter. Select OK and save the file, navigating to the desired location.

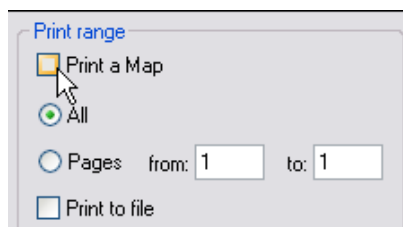
## Rearranging pattern pieces for printing

You can rearrange the pattern pieces for more efficient use of paper. Select Print Preview to see how the pieces will print.

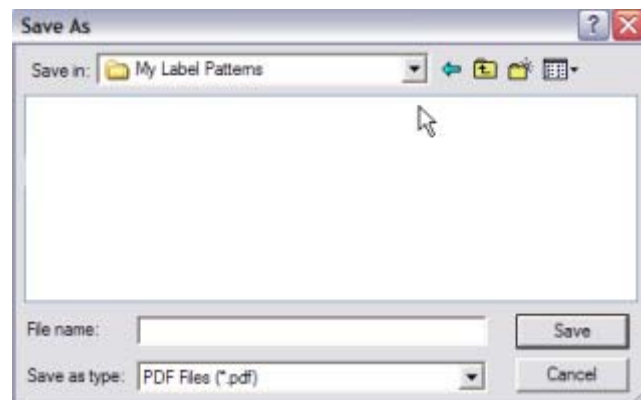


Always select Option 3 for printing when rearranging the pieces. Decide how the pieces need to be rearranged. Close Print Preview to return to the worktable.

Use the Zoom Out icon to zoom out on the worktable to give you the most flexibility when rearranging the pieces. You may click and drag pattern pieces or rotate pattern pieces as necessary to “fit” them into the most efficient space. Toggle between the Print Preview and the Worktable until the pattern pieces are arranged the most efficient way. Always choose Option 3 for the layout. Be sure to deselect “Print a Map” before printing the pattern. Click OK to print. You can save over the original file.



Save the PDF file for printing. When you click on OK, a “Save PDF File As” dialog box appears. Navigate to where you want to save the file. To save this file on a hard drive, create a folder called My Label Patterns. To save the file on a USB stick or a CD, select the appropriate drive and save the file.



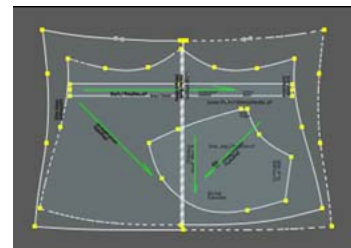
## Printing for tracing the pattern pieces, direct to printer

First, add fabric to pattern pieces; then, change the transparency of the fabric. Place pattern pieces on top of one another, aligning them so the lines of the pieces are easy to discern. Check the pieces through Print Preview before printing. Print pieces, then trace on pattern tracing paper.

## Get New Package

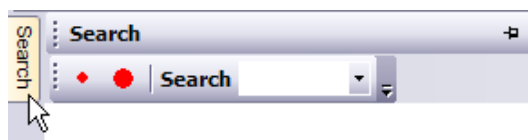


This is an import tool you will use as new styles are introduced.



## Search Functions

The Search function will allow you to search items by topic. Click on the Search Box in the upper left hand corner of the screen.

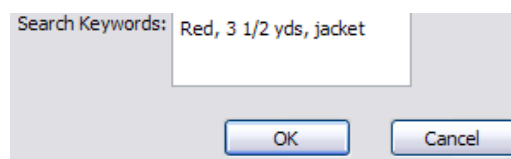


Type in "red" in search box. Hit Enter. Red fabrics and buttons appear. To hide the search screen, click on the Thumbtack icon.

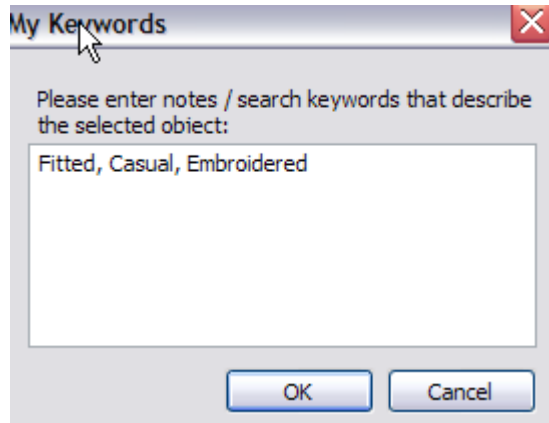


## Adding Search Words

You may add your own search words when scanning fabrics by typing the search words into the dialog box. Some suggestions are the type and color of the fabric, the yardage you have, or the item you wish to make from the yardage.

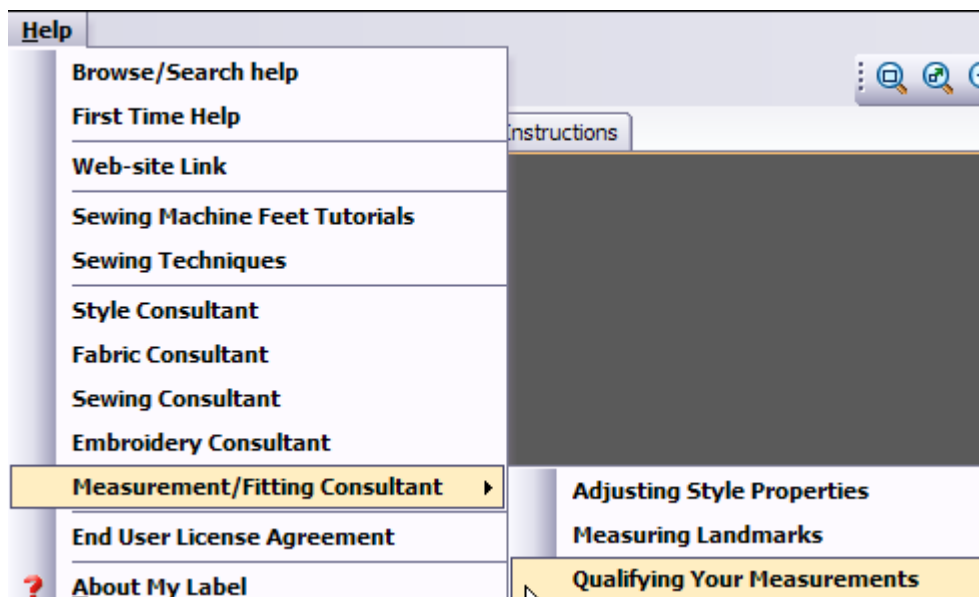


You can also add search words to any of the items in the drawers. Right click on the object; then select My Keywords. Type in what words you wish to add and click on OK.



## Help Sections

There is extensive Help Information in our software. Be sure to print each section of the Help Menu as needed to understand the software. The Browse/Search/Help area is an on-screen manual. The consultants provide a lot of extra information about general sewing and embroidering.



For more information, you can download Frequently Asked Questions at our website, [www.bernausa.com](http://www.bernausa.com).