PREMIER+™ 2 Embroidery

Getting Started Owner's Class, Windows Version

Lesson 1, Part 3: PREMIER+™ 2 Overview of Basic Skills / Functions (Adding Skills for Embroidery Intro Features)

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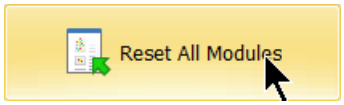
PREMIER+™ 2 Embroidery Software has some features common to all packages, and some exclusive to the level of software you've purchased.
These lessons are stepped by package level, and build skills. All owners should begin with Lesson 1, Part 1 and progress through the lessons to the level of your personal software package.

Additional Options Introduced in PREMIER+™ 2 Intro or Higher

1. Open **PREMIER+™ 2 Configure** from a shortcut or the desktop folder.
   - Follow the steps to **Reset All Modules**  in the Utilities tab.
   - Click **OK** when complete to close Configure.
2. Open **PREMIER+™ 2 Embroidery** from a shortcut or the desktop folder.
   - If PREMIER+™ 2 Embroidery is already open, click **File / New** to close out the existing design and open a new blank page.
3. Click **Hoop** in the Quick Access menu.
   - Change Hoop Group to **Universal**.
   - Change Hoop Size to **260mm x 200mm – Universal Large Hoop 3**.
   - Select **Rotated** in Orientation.

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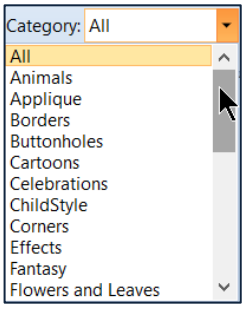
- Click **OK**.

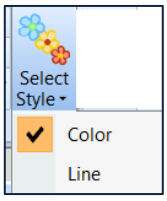


SuperDesign Tab

4. Select the **SuperDesign** tab in the Ribbon Bar.
5. Click the **Category** menu at the top left toolbar.
   - Scroll to the top and select **All**.
6. Click the **Gallery View** menu at the right of the visible design previews.
   - Drag the slider to **scroll** through the SuperDesigns.

   SuperDesigns that are actively colored are available in your version of PREMIER+™ 2. Additional SuperDesigns are active according to the package of software you own.
   - Scroll to **Celebrations 1**.

   - Select the **Birthday Cake** SuperDesign.



7. Click **Select Style**.

   This SuperDesign Set's Style is available as either Color with Fills and Borders, or as Line type design. Each set has different options in Style, and some have only one style.
   - Select **Line**, and the previews change.
   - Click **Select Style** again, and select **Color**.
8. In **Size**, highlight the current size and then type **3.5"**.

   The field will automatically change if your Preference is set to mm in Configure.

9. Click **Apply** to create a Birthday Cake design.
   - The Birthday Cake is selected with **green corner handles**, indicating it can be altered or adjusted in size and the stitches will automatically adjust to the appropriate Density.

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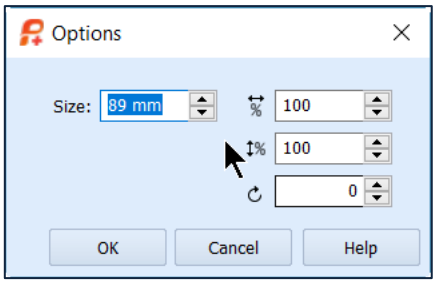
SuperDesign elements are 'working files', as indicated by green corner handles.

10. **Click and drag a green corner handle** to make the select box larger or smaller, and the design will automatically adjust the stitches correctly for the adjustment you made.

11. Click **Undo** to restore the original SuperDesign element.
12. Hold the **CTRL keyboard key** as you **click and drag** a corner handle, and the design will adjust proportionally in height and width from the opposing corner.
13. Hold **CTRL and SHIFT keys** down together as you **click and drag** a corner handle, and the design will adjust proportionally in all directions from the center.

14. Click **Undo** until you restore the original SuperDesign.
15. **Right click** over the selected SuperDesign.
    - Click **Properties** in the pop up menu to open Options.
    - You can change the **Size** by adjusting the dimension, or by adjusting Width and Height Percentage.



    - You can also type in an **Angle** of Rotation .
    - Click **Cancel**.
16. **Right click** over the design again and select **Style**.
    - Select **Line** to change the SuperDesign after you have already made it!
    - Select **Undo** to restore the original SuperDesign Style.
17. **Right click** over the design and select **Fix as Stitches**.
    - The corner handles become white and the embroidery is no longer a SuperDesign with editable properties.

Leave SuperDesign Elements open so you can adjust them as you design!

Save or Save As will save SuperDesigns as working elements so you can reopen the special .vp4 file later and make more changes.

Export will finalize the open elements to ready them for stitching.

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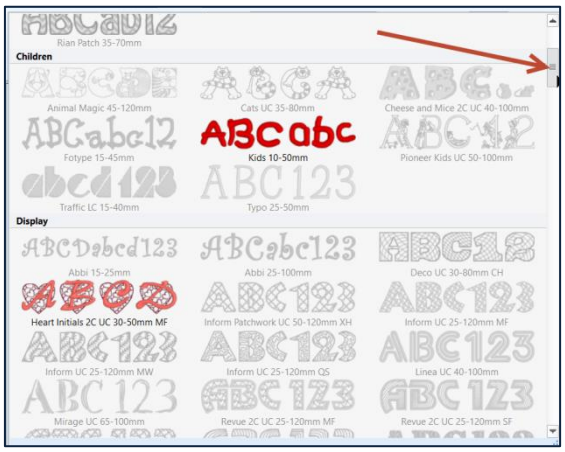
- Click **Undo** to restore the embroidery to an active SuperDesign.

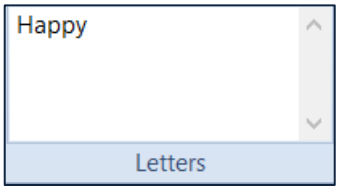
You can Copy / Paste or Duplicate an active SuperDesign, and the copy retains the SuperDesign properties with green corner handles!

Additional SuperDesign sets become active in each level of software package.

Letters

1. Select the **Letter tab** in the Ribbon bar.
2. **Click** to open the Font Gallery Viewer.
3. Browse by dragging the **slider** up or down in the Gallery Viewer.
   - Select **Kids 10-50mm** in the Children category.

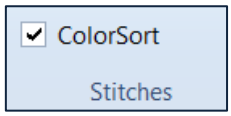




4. Click inside the **Letters box**.
   - Type **Happy**.
5. Change **Size** to **25mm** (1”).

   You can type in mm or “ and PREMIER+™ 2 will convert to your default measurement setting.
6. Select **Circle Clockwise** in the Line Shape.

   Circle Clockwise will snap a half circle of lettering onto a selected embroidery design, centering at top center, and reading from left to right.
   - Make sure the embroidery design has a select box, so the lettering will know where to snap.
7. Leave a check beside **ColorSort** in Stitches, so all the letters in this word will stitch in the same thread color change.



   TIP: If you want to make ‘rainbow’ words, uncheck ColorSort, and then change the thread color for each letter after you generate the word!

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Alignment and Spacing are used for multiple lines of words, so don't apply to this line type.

8. Click **Apply** to generate the letters and 'snap' them to fit the select box surrounding the embroidery.

   The lettering rests on a circular baseline with a green handle, indicating the letters are an open element and not finalized, so you can make changes to them and maintain the stitch integrity.

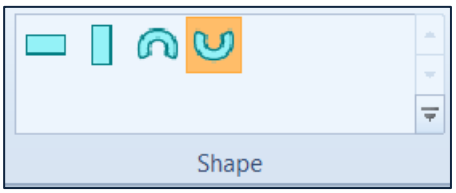
   - **Click and drag** the green handle on the lettering baseline to make the diameter of the circle larger or smaller, and to move the start point of the letters to different locations around the circular baseline.
   - Hold the keyboard **CTRL** key as you **click and drag** the green handle around the circle to move the start point of the letters, if you want to maintain the current size of the baseline circle.

9. **Right click** in the work area and select **Properties**.
   - In the Letter Properties you can select a different Font, change the text you typed, change the Font Size, and adjust other Properties.
   - Click **Cancel** to leave the lettering unchanged.

10. Click the keyboard **TAB** key to move to the next design, in this case, the Birthday Cake SuperDesign.

    TIP: We want to snap another set of letters the same way, only Circle Counterclockwise. To snap them to the Birthday Cake as we did before, we much reselect the Birthday Cake.
    Since the Birthday Cake now lies beneath the lettering (the Birthday Cake stitches first so is the first layer, and letters are the second layer), it can be tricky to select simply by clicking it with a mouse click.

11. Highlight and **delete** the word **Happy** in the Letters box.
    - **Type** in **Birthday**.
    - Change the Line **Shape** to **Circle Counterclockwise**.



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- Click **Apply** to snap the lettering to the selected embroidery design.

12. Adjust the lettering as desired.
    - Don't forget to use the TAB key to move between design selections.

Home Tab

1. Select the **Home tab**.
    - Click **Select All**.
    - Click and drag the embroidery to your right in the work area, leaving one grid empty at the right edge.
2. Hold the keyboard **Windows key** and click and release the **E keyboard key** to open a new Windows File Explorer window.
3. Browse to **\Documents \Premier+2 \Samples \Premier+2Emb \Stitch2 \Toys**, and find the **Balloons**.

    - **Cursor over** the balloons, **click and hold the left mouse button**, and **drag** down until you cursor over the PREMIER+™ 2 icon in the taskbar, then back up into the program window with your existing design.
    - Release the mouse cursor to drop the balloons into the work area and make them the selected embroidery design.

    TIP: Drag and drop is a good way to browse folders of stored designs, then select and insert one or more designs into an already open program window!

    - Click and drag them into the left side of the work area.

Resize

4. Click the **Resize icon**.
    - The **corner handles** on the select box change from white (a fixed or closed design) to **blue** (can be resized and will recalculate the stitches).

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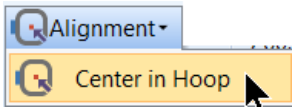
- Hold the **CTRL and SHIFT keyboard keys**, and **click and drag** the balloons larger till they have only one grid of empty space above and below the edge of the work area.

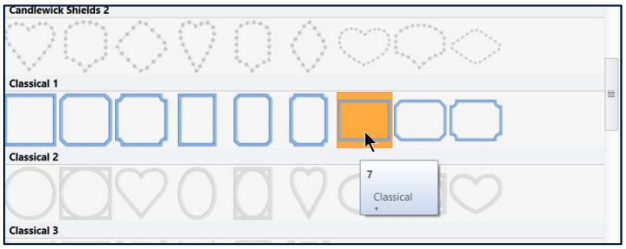
TIP: If you don't initially adjust the design to your desired size, use UNDO to restore to the original size, then try again.
Since Resize recalculates all the stitches, it's best to restore them to their original state before resizing again.
The Resize function must be turned on for each individual design, or for a selected group of multiple designs, in the work area.

5. Click the **Resize icon** to toggle the function off and restore white corner handles to the design.
6. **Click and drag** the balloons into place along the hoop to your left, so they leave a grid of empty space on the left, top and bottom.
   - Rotate, mirror or adjust as desired, but leave a little empty space all the way around the work area of the hoop, so we can add a frame to finish it all off.

Frames



7. Click **Select All** to form a temporary group.
8. Click **Alignment** and select **Center in Hoop**.
9. Select the **Frame tab** in the Ribbon Bar.
10. Open the **Galley Viewer** at the right end of the preview window.
    - Browse to **Classical 1**.
    - Select **Frame 7**, a rectangle that echoes the shaping of the selected embroidery.



11. Select **Margin** in Frame Surround.
    - Change the **Margin** to **0**, so there will be no space between the embroidery select box and the center of the satin stitch in the frame.

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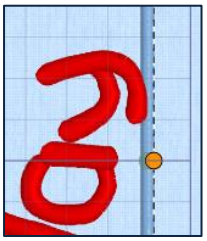
12. Click **Apply** .
    - The Frame is slightly smaller than the select box because the satin stitches are centered over the outer edge of the crop box. Think of how a line of satin stitch centers over a line marked on fabric at your sewing machine.
    - The Frame was automatically moved to stitch first in the embroidery sequence, so all the other stitches that follow stitch over the top of the frame!



13. Select the **Home Tab** in the Ribbon bar.
14. Select **Restrict Group** .
15. Click **Select None** .
16. Click **Next Design** until the Frame element is selected.

    The Frame is an active element, indicated by green corner handles.
    - Hold down the **CTRL** key and the **SHIFT** key at the same time, and **click and drag** a green corner handle to make the frame proportionally slightly larger from the center out, so the lettering and other designs don't overlap the frame.
    - Make sure the Frame's **corner handles** stay **square**, indicating the frame is still inside the work area for the hoop.

Save As / Export

1. Use **Save As** to create a working file for your embroidery.
    - The **special .vp4 working format** created with Save or Save As keeps the Letters, SuperDesign, and Frame information active, so you can reopen the file and continue to make changes.
2. Use **Export Embroidery** to finalize and close the design so it's ready for your embroidery machine.

    TIP: You'll notice the Hoop is automatically rotating orientation during export, so the design will be in the correct position in the hoop when you load it for embroidery.

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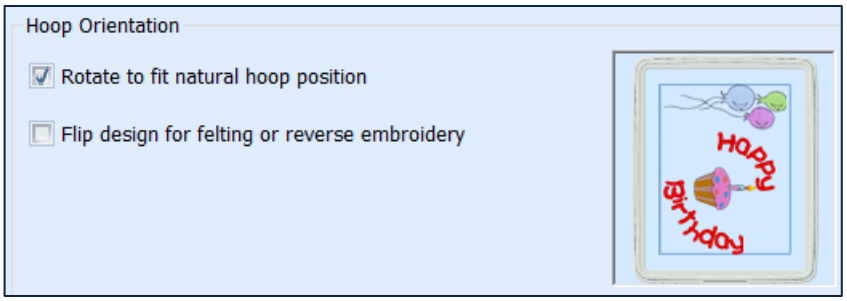
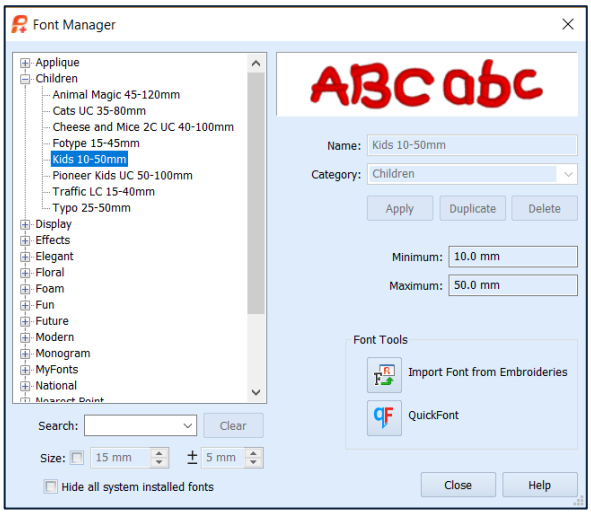


Font Manager

Font Manager has several useful tools for working with system fonts in the PREMIER+™ 2 Embroidery Software!

1. Select the **File tab**, and then **New** to remove the existing embroidery and start a new, blank window.
2. Select the **Letter tab**.
3. Click **Font Manager**.

   The last used font is visible in the preview window, and selected in the list of Font Categories to your left.
4. In the Category / Font list, click the **Display Category**'s **+** to open and display the fonts in that category.
5. Click the **Abbi 15-25mm** Font.



   - As soon as you select a new font, it appears in the preview window and becomes the selected font.
   - If the preview is greyed out, the font is not available in the software package you own.
6. Click **Heart Initials 2C UC 30-50mm MF** font, a font available in Intro or higher versions of PREMIER+™ 2.

   Fonts are coded by their characteristics.
   - **2C** is two color.
   - **UC** is upper case letters only.

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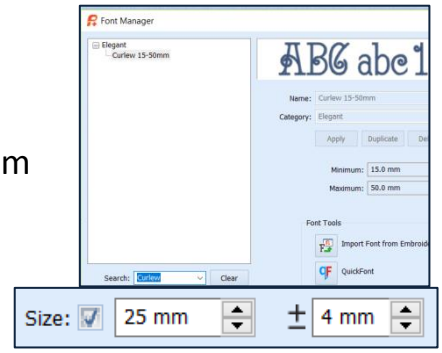
- **30-50mm** is their size range.
- **MF** indicates a Motif Fill font.

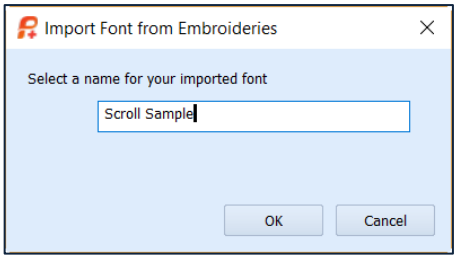
7. Click in the **Search field**.
   - Type **Curlew** in the field.
   - Press and release the keyboard **Enter** or Return key.
   - The Curlew 15-50mm font becomes the active font from the Elegant Category.
8. Click **Clear** beside the Search field to return to the full listing of Fonts by Category.



9. Change the **Size** field to **25mm**.
   - **Check** the **Size box**, and only available fonts in the specified size range appear in the list.
   - Adjust the **+ or -** to **4mm**, so fonts can be 4mm larger or smaller than the specified size.
   - **Uncheck Size** to restore the entire list of Fonts by Category.

Importing Embroidery Files as Fonts

10. Click **Import Font from Embroideries** .
11. Type **Scroll Sample** as the **Name** for the set of embroideries you are importing into the Font system folder.



   - Click **OK** to open the browser to find the folder containing your embroidered letter set.
   - Browse to **\Documents \Premier+2 \Samples \Premier+2Emb \Stitch2 \Alphabet**.

TIP: Since Import Font is recreating the letters to be used in the System Fonts for alignment, spacing and shaping, you need to tell the Font Importer which letter is which. This is called mapping the letters to the system.

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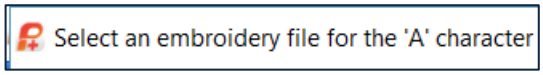
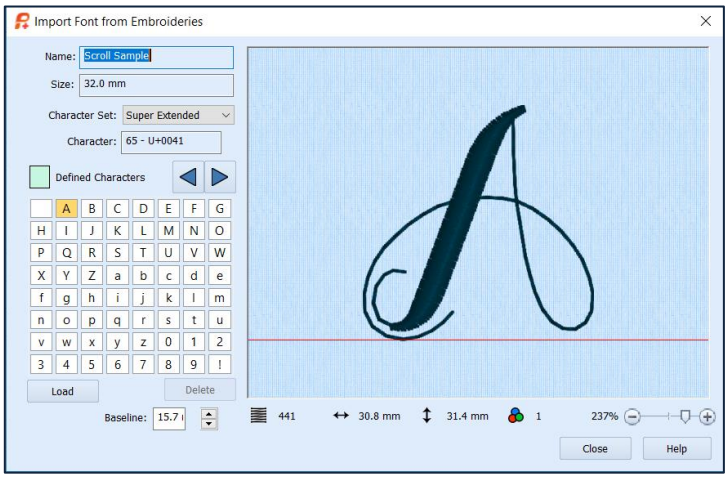
- The information in the **Title Bar** at the top of the screen tells you to select the **Upper Case A** for the first letter you are going to map.

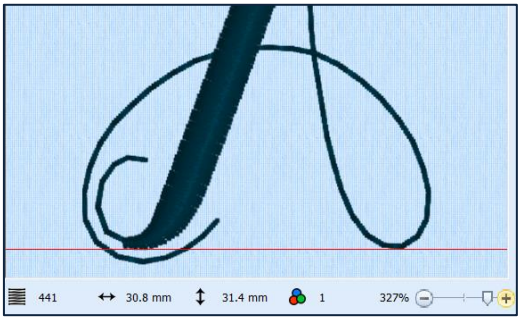


12. **Click** the Upper Case **A** in the folder.
    - Click **Open** to accept the selection.
13. The A becomes **highlighted** in the **character list**, and visible in the **preview window** on a red baseline.

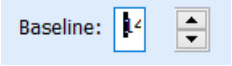
    TIP: The baseline is used later for aligning the bottom of letters when you type them into the Letter box in the Letter page.



    - This letter is 'floating' a bit above the baseline.
    - The end of the scroll line on the left side should sit just a little below the baseline, and the bottom of the satin stitches should be resting on the baseline.
14. Click the + on the **Zoom Toolbar** at lower right, or drag the slider to the right, until the A fills the view.



15. Click the **arrow down** on the **Baseline** adjust tool

    until the baseline moves to the correct placement under the letter .

    TIP: You can adjust the Baseline up or down in increments of 0.1mm for each letter you insert into the Characters list.
16. Click the **upper case B** in the **Characters list**.
    - Select the **upper case B** in the folder storing the embroidered letter set.
    - Click **Open**.
    - Adjust the **Baseline** as desired.
17. If you accidentally load a letter incorrectly to its corresponding Character, **click the Character**.

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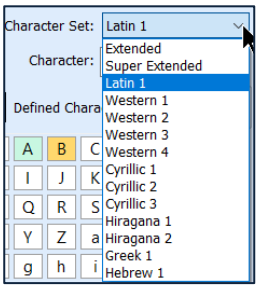
- Click **Delete**.
- Click **Load** to open the design folder and reselect the correct letter.

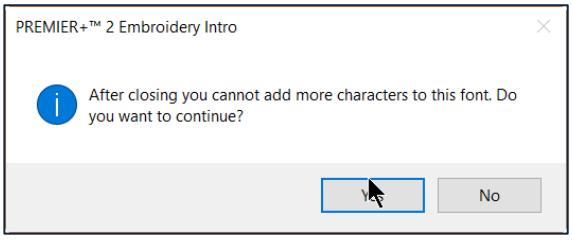
18. To finish loading all the letters and characters in your embroidered letter set, repeat these steps.

TIP: There are too many characters to see in one screen, so use Scroll Previous / Next to move from page to page in the Character List.
Or Change to a different Character Set if you don't see a specific character in the Extended or Super Extended sets.



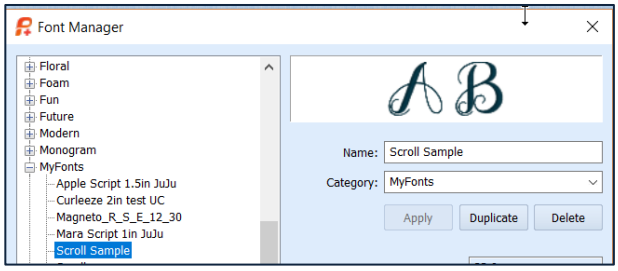
For the lesson today, we won't finish this set, but once closed, you cannot reopen the letters, so we will also learn how to delete a set that is partial or no longer used.

19. Click **Close**.

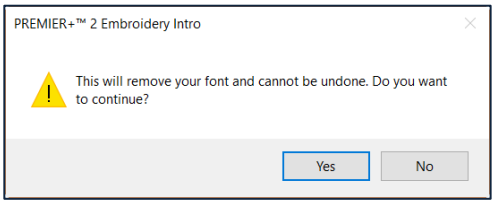


- Click **Yes** in the reminder that you can no longer add more letters once this session is closed.
- The new font is located under **My Fonts** in the Font Category List.

20. Scroll to My Fonts, open + the subfolders, and select **Scroll Sample**.



- Select **Delete**.
- Click **Yes** to the prompt that you cannot undo the Delete.



- The font is removed, and when you get home from class, you can use the lesson steps to add a complete Font from the embroidery sample folders to practice the steps.

TIP: If you were currently using a font from the MyFonts folder, you must close down the entire system before you can select and delete fonts from MyFonts.

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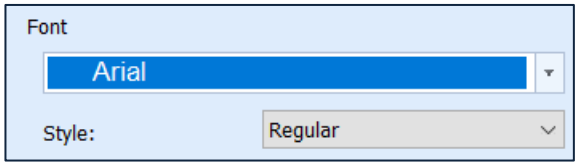
To do so, change to one of the installed font Categories in the Letters tab. Close all open PREMIER+™ 2 Embroidery modules.

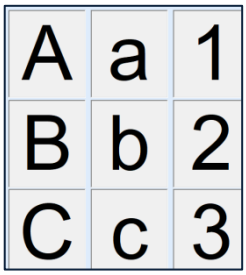
Reopen PREMIER+™ 2 Embroidery, select the Letter tab, and Font Manager . Select any font from the My Fonts category, and then Delete, to clean up your My Fonts folders.
Only fonts you have created with QuickFont or MyFonts may be deleted.

QuickFont

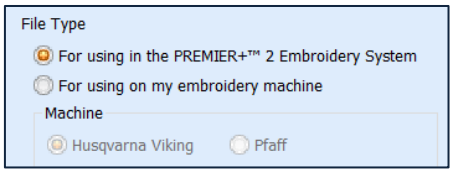
QuickFont has many options, so we'll step through the basics, and then you can consult the User and Resource Guides to learn the additional features.

1. In the Font Manager window, select **QuickFont** .
2. The first page in the Wizard lets you select from all Open or TrueType fonts installed in your Windows system, and set their Style as Regular, Bold, Italic or Bold Italic.



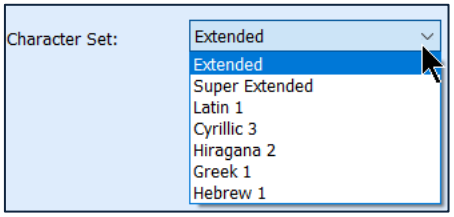


3. Select **Arial** and **Regular** for the font and style.
   - The selected font and its style show in the **Preview Window**.
4. You choose by **File Type** whether to add the set to your PREMIER+™ 2 Embroidery system Letters tab under My Fonts, or to export a set for select brands of embroidery machines.
   - Select **For using in the PREMIER+™ 2 Embroidery System**.



5. You can choose from one of several **Character Sets**, depending on the characters used in your selected font.

   Extended and Super Extended are the most commonly used Character Sets.
   - Select **Extended**.



6. Click **Next**.

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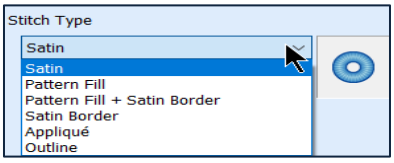
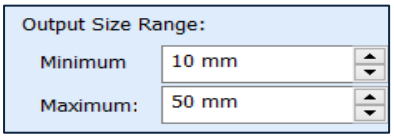
7. Choose from a selection of different **Stitch Types** for your new Font.



   - Select **Satin** .

   The Stitch Type preview changes to indicate which Stitch Type you select.

8. Select a Minimum and Maximum recommended **Output Size Range**.



   TIP: Size Range will vary according to the Stitch Type you selected. Pattern Fill letters can be made much larger Maximum than can Satin or Outline lettering.

9. Select Baseline, the most commonly used **Joining Point**.

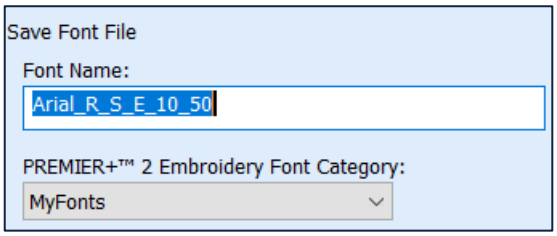
10. Use **Colors** to specify the initial thread color for the new font.

   Some options will be greyed out, like Border Thread or Applique Color, if you aren't making an Applique or other style where they are used.

   - If desired, double click the Colors icon and select a different thread.

11. Click **Next** to generate the font set.

12. When making a system font, **Save Font File** lists the named file coded by the characteristics you chose.

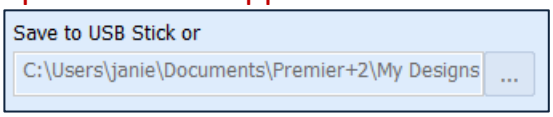


   - **Arial** is the original Windows font name.
   - **R** stands for Regular type font.
   - **S** is Satin Stitch.
   - **E** is Extended.
   - **10_50** is the recommend size range you optimized for in this font.

13. The Font Category should be **MyFonts**.

   - Saving all your custom fonts into MyFonts makes finding, using, or deleting them easier.

   TIP: Had you selected to make a font for your embroidery machine, your save options would appear like this:



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14. Scroll through the font preview pages with **Previous** and **Next**

under the **Preview** box.
15. **Print Catalog** prints a charted template (when you are connected to a printer, or can print as PDF) showing the characters in the font, and other font information.
16. Check **New Font** and then click **Finish** when you want to make another system font or another style of the same Windows font.
17. Or, simply click **Finish** when you are done using QuickFonts.

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