

Practice Lesson - 1

In this lesson, you will be doing the things learned in the Guided Lesson for this section. The instructions will provide fewer insights and steps, giving you the ability to apply what you learned. Please repeat this lesson as many times as needed until you can do it without referring back to the previous lessons or videos.

Open the Software

1. Open the software by **double-clicking** on the software icon.

Create A New Design

1. **Click** on the **Create a New Design** icon from the My Floriani Today window (if still open. If not, go to step 2)
2. Click one of the following to open a new design page:
 - **Click** the **New** icon from the menu bar (*recommended way to open a new design page*)
 - **Click File** from the **menu bar** and then select **New**. *This option opens the New Page dialog box that allows you to select a style sheet for the new page.*

Open A Design

1. Click **File** from the menu bar and then click **Open**.
2. Click the **down arrow** on the right side of the **Look in:** dropdown box. Then, select **Local Disk (C:)**.
3. Next, select the **Floriani** folder by double mouse clicking on it.
4. Open the **Designs** folder by double-clicking on it.
5. Then, open the **Free Monthly Designs** folder by double-clicking on it.
6. Now open the **APRIL** folder by double-clicking on it.
7. Next, open the **April2019** folder by double-clicking on it.
8. Finally, select the **April_2019_01.waf** file and then click **Open**.
9. This will load the design into the software.

Create Guidelines Around the Design

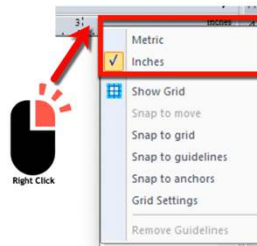
1. **Left-click and hold** on the **ruler** at the top of the design page. Then, **drag the cursor down** until it touches the bottom-most part of the design.
2. Do the same thing to add a guideline at the topmost part of the design.
3. Next, **left-click and hold** on the **ruler** at the left of the design page. Then, **drag the cursor to the right** until it touches the rightmost part of the design.
4. Do the same thing to add a guideline at the left-most part of the design.

View Design in 3D

1. Click the **3D** icon located on the **floating toolbar**.
2. When on, the stitches will appear in a realistic view, and behind the icon will be an orange box. Click it again to turn it off.

Change the Software Ruler Units of Measure

1. Place the cursor over the ruler at the top of the design page.
2. Next, **right mouse click** to see the options. You should see the following:



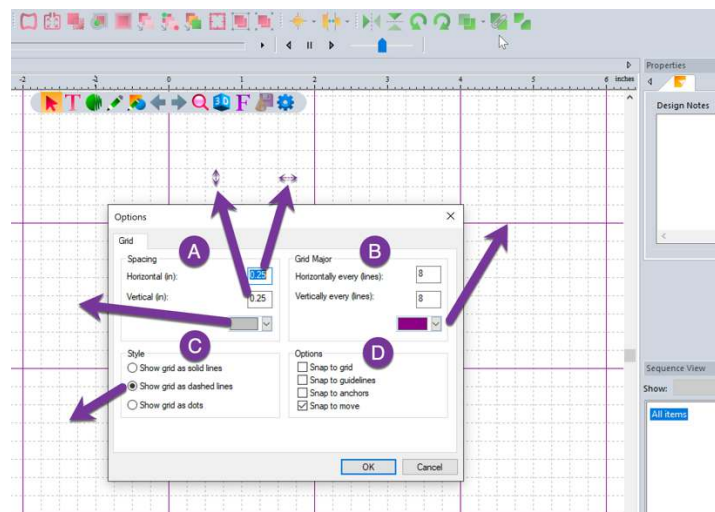
3. To change to between inches and metric simply choose the option you want.
4. Make sure Inches is selected.

Using the Ruler Tool

1. Select the **Ruler** tool icon to activate it.
2. Left-click and hold over any part of the design and drag the cursor to the right. As you do, you will notice the measurement appear below the cursor.
3. Practice measuring different parts of the design. Measure things in multiple directions to get used to how the Ruler tool works and can be used.
4. What is the overall width and height of the design?

Change the Grid

1. Start by making sure the ruler around the design page is set to inches. If it is, please move to step 2. If it is Metric, please right-click on it and change it to Inches as you learned to do a couple of lessons ago.
2. If necessary, click the **Grid** icon on the toolbar on the left side of the design page. If you already see a grid on the design page you do not need to click this icon.
3. Now, let's change the grid size and style. To do this, **right-click on the ruler** that borders the design page and then select **Grid Settings**. *You can also access the grid settings by clicking on the Preferences icon and then selecting the Grid tab inside the Preferences window.*
4. Inside the Grid preferences, you can change several things with regards to the grid. Let's take a look at these.

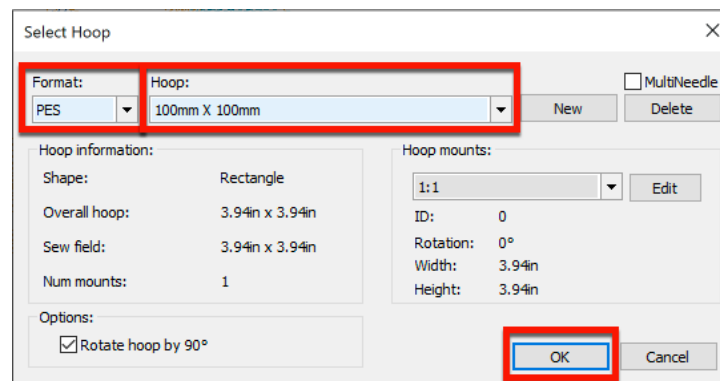


5. Change the following settings in the Grip Options window:
 - Spacing
 - Horizontal: 0.5(in)

- Vertical: 1.0(in)
 - Color: Select the first box in the top left of the preview window.
 - Grid Major
 - Horizontal: 10
 - Vertical: 5
 - Color: Select Red from the preview window.
 - Style
 - Show grid as solid lines
6. Press **OK** to view these changes on the design page.

View and Add a Hoop

1. Click on the **Hoop** icon to view the currently selected hoop on the design page.
2. Click on the **Select Hoop** icon (on the left toolbar)
3. From the **Format:** dropdown list, choose **PES**. The available hoop options will update according to the format chosen.
4. Next, select the **100mm X 100mm** hoop and press **OK**. This will place a hoop around the design on the design page.



Create a New Hoop

1. Click on the **Select Hoop** icon (on the left toolbar).
2. Select **DST** from the **Format:** dropdown.
3. Click the **New** button on the Select Hoop window. This will open the Hoop Properties window where you can put input the settings for your new hoop.
4. In the Hoop Properties window, please input the following:
 - Format: DST
 - Description: 125 x 120
 - Hoop Mounts Shape: Rectangle
 - Sew field dimensions (per mount):
 - Width (mm): 125
 - Height (mm): 125
5. After inputting the values press **OK**. This will change the hoop on the design page to the newly created hoop. *Now, whenever you want to use this newly created hoop you first select "DST" for the format, and then it will appear in the "Hoop:" dropdown.*

Change Background Color

1. Click the **Background Color** icon and then select **Color**. This will open the Color window.

2. Select a color lightest gray color from the **Basic colors: (A)** section. This is located on the last row, the third box from the last.
3. Finally, press **OK** to add the color to the design page.

Zoom Out of the Design

1. Click the drop-down for the **Zoom Box** and select **75%**. *This will zoom the design 75% of its actual size.*

Change Thread Chart

1. **Select** the **Select Thread Chart** icon and it will display all available Thread Charts.
2. **Select** the thread chart named **Embroidery**. This will change the thread chart and you will see this change in the colors available.

Match Colors from A Different Thread Chart

1. **Select** the **Match Colors** icon to display the available thread charts.
2. **Select** the thread chart named **Embroidery**. This will change the colors in the design to match the Embroidery thread chart.

Add Colors to Design Palette Toolbar

To add a color to the Design Palette toolbar, follow these instructions:

1. Using the Thread Color Search box, locate the Royal Purple color.
2. **Right-click** on the Royal Purple color and then select **Add to Design Palette**.

Change object colors

1. From the **Sequence View** box, **Select** the Third Color Sequence to select all objects in the sequence.
2. With the object(s) selected, **click the Royal Purple color** from the Designs Palette to change the color of these selected objects.

Sequence View

Filter the sequence view to show only fill stitches.

1. Select **Fill** from the **Show** filter option of the **sequence view**.
2. Select the **first color sequence** in the list.
3. With the sequence selected, click on the **Fill properties tab** of the Properties Box and then **change the density** from 0.55 to **0.5mm**. Then press **Apply**. This will change the density of all the fills in this color sequence (selected fills) to 0.5mm.
4. Next, select **All Segments** from the **Show** filter option in the sequence view so you can see all objects in the design again.
5. Then, **right-click** in an open area of the sequence view and select **Collapse all** to collapse all color sequence objects.
6. Now, click the **eyeball** next to the **second to last color sequence** to hide it from view on the design page.

Save A Design

1. Select **File** from the menu bar and then select **Save As**.
2. Using the **Save in:** window, locate and select the This PC folder.
3. Next, locate and open the **Local Disk (C:)** folder double mouse clicking on it.
4. Now, select and open the **Floriani** folder by double mouse clicking on it.
5. Then, select and open the **Designs** folder by double mouse clicking on it.
6. Next, select and open the **00_FTCU LESSONS** folder by double mouse clicking on it.
7. Now, select and open the **01_Tools for Everyone** folder by double mouse clicking on it.
8. Inside the **File name:** window, type TFE_Practice_01.
9. Using the **Files of type:** drop-down box, **select the Floriani Files (WAF)**.
10. Next, select **Save**.
11. Finally, after you save the design in the WAF format, **follow steps 1-7** and then select the **Tajima (DST)** format used by your machine. Then select **Save**.

