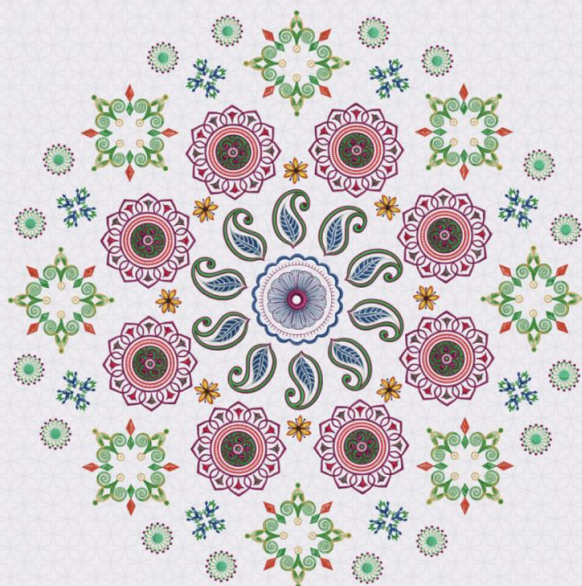


Digitizer V5.5



USER GUIDE
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INTRODUCTION

Once you are used to sewing out designs and resizing, changing colors and fabric types, you will certainly want to create your own lettering designs. While it takes practice to obtain a good quality lettering stitchout, it is as simple as typing letters on-screen to create attractive lettering in your software. The Lettering / Monogramming toolbox provides the tools needed to add high quality embroidery lettering to your designs as well as create monogram designs.



CREATE LETTERING

The software lets you add lettering to designs quickly and easily using the built-in library of embroidery fonts. Select from the supplied alphabets or convert TrueType or OpenType fonts. If you are embroidering on a child's outfit you might use a simple alphabet like Curly. If you are embroidering on a ladies nightdress you might use an elegant script alphabet like Royale. Apply formatting to lettering objects in the same way as a word processor, including italics.

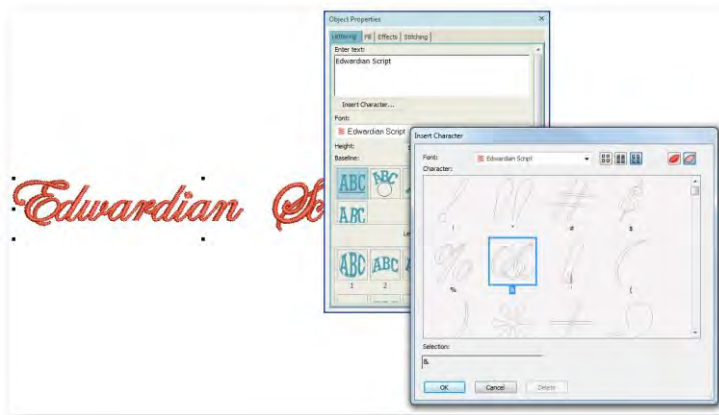


Add lettering

A Use Lettering / Monogramming > Lettering to create embroidery lettering onscreen using native embroidery alphabets or TrueType fonts.

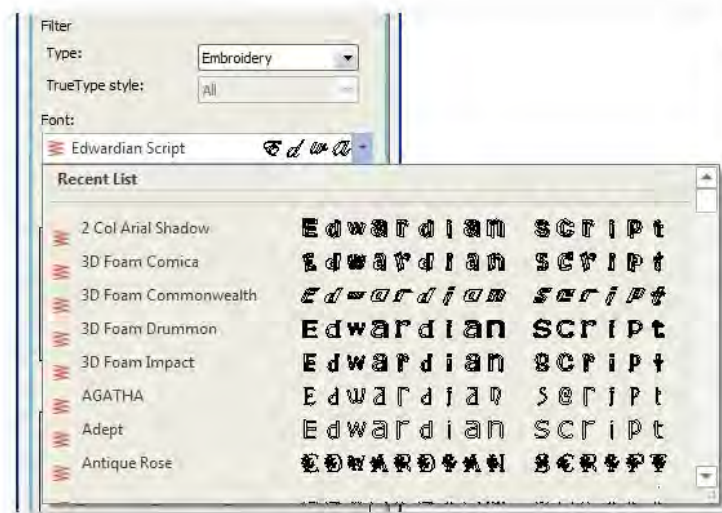
Place lettering on horizontal or vertical baselines, curve it around a circle or arc, or digitize your own baseline curves. Apply formatting to lettering objects in the same way as a word processor, including italics, bolding, and right/left justification. The software provides a font range suitable for many applications.

- Click the Lettering tool, click the design window and start typing.
- Alternatively, enter the text you want to embroider in the Lettering tab. To start a new line of lettering, press <Enter>.

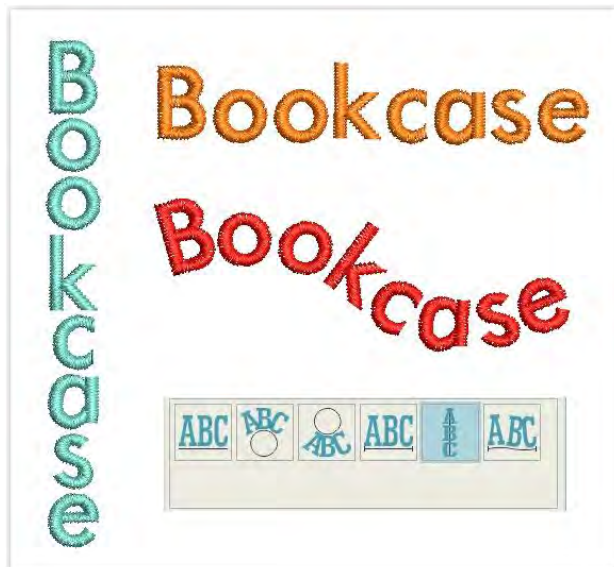


- Select a font from the Font list. You can use both native embroidery fonts or any TrueType font installed on your system. Native fonts generally offer better results. Use the filter to sort the

font list for easier selection. Preset the font type - embroidery or TrueType. TrueType fonts can be further filtered by style - block, serif, etc.



- You can modify lettering objects directly on-screen to achieve various artistic effects. Appearance and layout depend on current settings.
- Embroidery and TrueType fonts generally contain many more characters than are available via your keyboard. Click Insert Character to add special characters and symbols via the dialog.
- Select a lettering baseline. You can place lettering on a straight horizontal or vertical baseline, curve lettering around a circle or arc baseline, or digitize your own.



- The Lettering tab contains a number of preset 'lettering art' styles which can be applied to lettering to make it bulge or arch, stretch or compress. The effect is best used with a fixed line baseline.



- Adjust lettering height as preferred. Consider the font before changing letter size. Some fonts look best in a smaller size. Others can be stitched at a larger size.
- Select an alignment setting. Alignment governs the way lettering aligns itself along a baseline. Full alignment spreads letters out to fill the length of the baseline.

Advanced settings

Adjust lettering Width and Italic settings in the Advanced panel.



Lettering width

Change the appearance of a font by changing the letter width in proportion to height. The default Width value is 100%.



Italics

You can slant letters to the left or right for an italic effect. The default italic angle is 0° which is equivalent to no italics.



Letter spacing




The spacing between letters is calculated automatically as a percentage of the letter height. In most cases the default spacing is adequate. Sometimes, however, you may want to change the overall letter spacing for effect or to fit within a fixed baseline.



Letter sequence

The software allows you to specify the sequence in which letters are stitched to minimize registration problems with caps or difficult fabrics. Stitch the lettering from left or right, or from center out. This is especially useful when stitching on caps. To change letter sequencing, double-click a lettering object. Select a letter stitching sequence in the Advanced panel.

Options include:

	Left to Right	When selected, lettering is stitched from left to right (the default).
	Center Out	When selected, letters to the left of center are stitched first, going from right to left. Next letters to the right of center are stitched, going from left to right.
	Right to Left	Lettering is stitched from right to left.

Insert color changes

The software lets you insert a color change on any stitch. A color change is inserted at the current cursor position. This is particularly useful when working with monograms or other lettering objects. To edit lettering on screen...

- Select the object and click the Lettering tool. An I beam will appear.



- Select a letter (or letters) by dragging the cursor over the letter.



- Select a color on the Design Palette.
- To remove unwanted color changes, simply select the entire object and select a color on the Design Palette. The object reverts to the chosen color.

You can also insert a color change between two letters by keying a caret (^) symbol in the text entry field of the Lettering tab. Subsequent letters default to the next color in the Design Palette.

LETTERING LAYOUTS

The lettering baseline determines its shape. You can place lettering on a straight horizontal or vertical baseline, curve lettering around a circle or arc baseline, or digitize your own.

Different reference points are needed depending on the baseline you use.

Baselines use default settings to determine their size, spacing and angles. The software gives you interactive control over many baseline settings. Techniques are available to modify baseline type, length, radius and angle, as well as baseline position. Change lettering orientations of selected lettering objects at any stage.



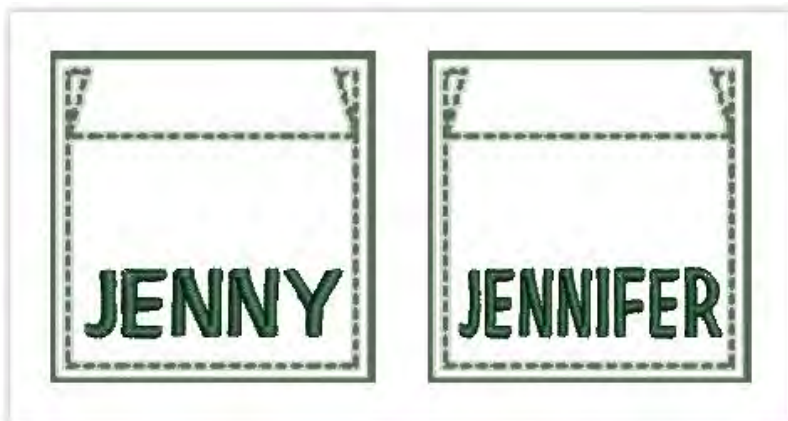
Horizontal baselines

A Use Lettering / Monogramming > Lettering to create embroidery lettering onscreen using native embroidery alphabets or TrueType fonts.

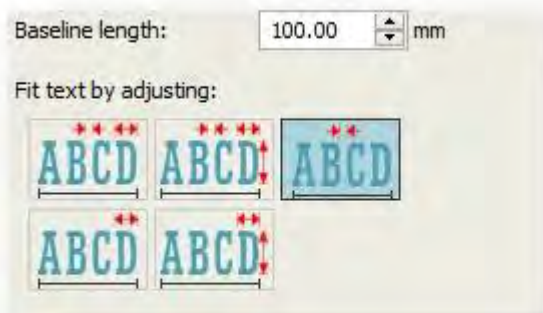
Both Free Line and Fixed Line baselines form straight, horizontal baselines. Free Line does not have a fixed or pre-determined length – the baseline extends as long as you keep adding letters.



Fixed Line has a fixed length. If the text extends beyond it, lettering size and/or spacing is reduced according to the chosen reduction method. This option is intended, in particular, for cap or pocket production.



When you choose Fixed Line baseline, other advanced options become available. For a precise fit, adjust the baseline length in the Baseline Length field.



With fixed-length baseline, lettering is 'reduced' to fit if the baseline is too short to accommodate all letters at their nominal width and default spacing. Select the reduction method you want to use. Various methods are available:

Fixed line method	Purpose	
	Space and width	Letter width and spacing are reduced proportionately if the baseline length requires it.
	Space and size	Letter width, height and spacing are reduced proportionally if the baseline length requires it.
	Space	Letter size and width stays the same and letters are spaced evenly along the baseline. Letters may overlap if the text is too wide.
	Width	The width of each letter is reduced and the original spacing kept.

Fixed line method

Purpose



Size

Letter width and height is reduced proportionally but the original spacing remains.

If you change baseline length by reshaping lettering or by changing the Baseline Length value, lettering reduction will be recalculated. The same applies if you change any lettering attribute which could affect its length, such as nominal width, nominal height or number of characters.

Vertical baselines

Free Line Vertical is a straight, vertical baseline. It is useful for embroidering on sleeves, as a decorative effect, and for Asian text. Vertical lettering is best suited to uppercase for Western languages because descenders in lowercase letters are not accommodated in the letter spacing. They don't have a fixed length and extend to fit the letters you enter. Line spacing is calculated horizontally while letter spacing is calculated vertically. Letters, by default, are centered along vertical lines.

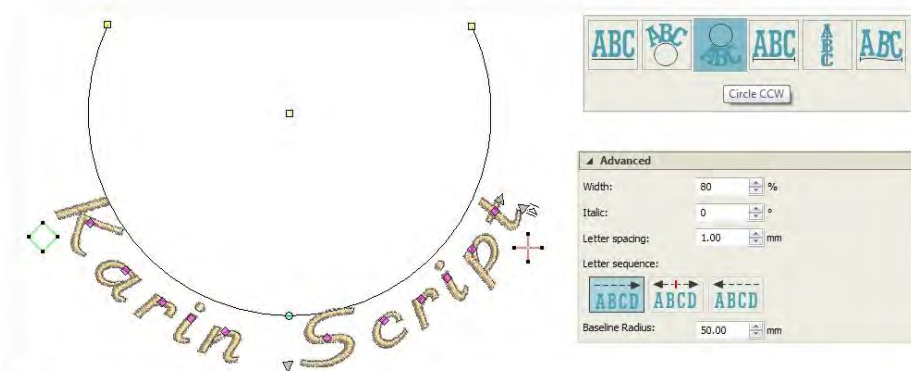


Circular baselines



Use Lettering / Monogramming > Reshape to reshape object outlines, stitch angles and enveloping.

Use Circle CW and Circle CCW baselines to place letters around a full circle in clockwise or counter-clockwise directions. By default, letters are positioned above Circle CW baselines and below Circle CCW baselines. Use the Reshape tool to control the orientation and radius of the baseline. A radius setting is also available in the Advanced settings panel.

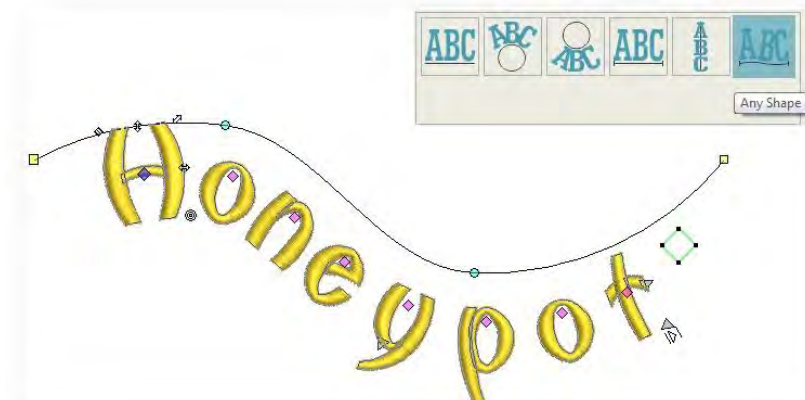


Custom baselines



Use Lettering / Monogramming > Reshape to reshape object outlines, stitch angles and enveloping.

Use Any Shape baseline to shape lettering around elements in your design. When you first apply Any Shape, it appears like Free Line baseline. Use the Reshape tool to add control points - left-click for corners, right-click for curves. The number of reference points and length of baseline are practically unlimited. If the baseline has tight curves, or sharp corners, the letters may overlap. For best results, only mark curve points to create shallow, gentle curves.



Because Any Shape baselines tend to compress or stretch letter spacing around curves, adjust letter kerning by means of the diamond control points. Select and drag the letter along the baseline. Alternatively, use arrow keys to nudge the letter into position.

Lettering art

The Lettering tab contains a number of preset 'lettering art' styles which can be applied to lettering to make it bulge or arch, stretch or compress. The effect is best used with a fixed line baseline.



The Lettering Art selection panel can be detached from the dialog by means of the dotted lines at the top. Keep it on screen to aid your selection. Remove unwanted lettering envelopes by clicking the X button in the Lettering Art panel.

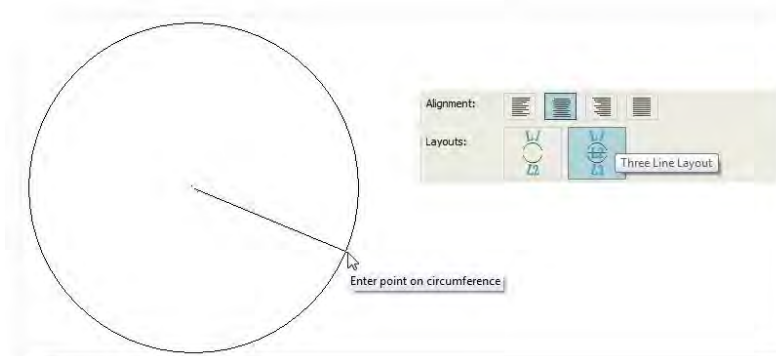
Lettering styles can be adjusted with the help of the Reshape tool.



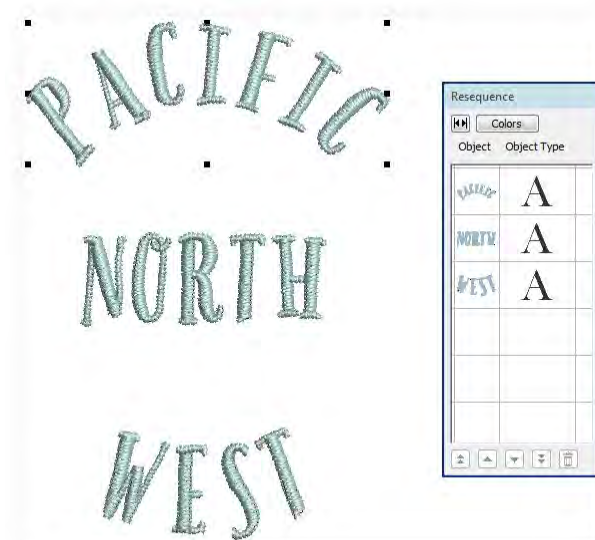
Preset layouts

The software provides two presets for easy multi-line layouts.

- Enter the text as you normally would in the text entry panel.
- Press <Enter> to create new lines - two or three. Each line can contain one or more words.
- Select a preset from the Layouts group. You have a choice of a two- or three-line layout.



- You will be prompted to enter control points. Press <Enter> to accept defaults. The text is laid out on two or three separate lines. Each line is a separate lettering object and can be adjusted accordingly.



RESHAPE LETTERING

The Select and Reshape Object tools give you precise control over your lettering appearance. Scale lettering on screen. Adjust letter, word and line spacings. Modify baselines. Even transform and reshape individual letters.



Summary of methods



Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.



Use Select > Select Object to select an object or group. Or drag a selection marquee to select multiple enclosed objects or groups.

Lettering objects can be reshaped like any other embroidery object by means of Select and Reshape tools. However, in Reshape mode, additional control points are available due to the properties of lettering objects. For instance, lettering objects include spacing between letters. They also have baselines which have their own properties.

In Reshape mode, control points allow you to...



Resize lettering by means of triangular resize handles.

Adjust overall letter spacing by means of the baseline arrow.

Adjust letter kerning by means of diamond control points.

Size the baseline by means of the yellow end points.

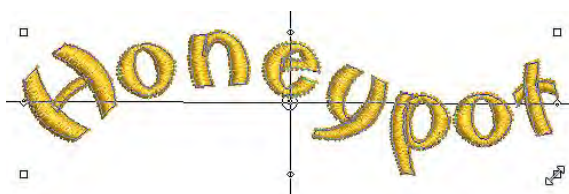
Adjust entry and exit points by means of the green diamond and red cross.

In single-click Select mode, control points allow you to...



Stretch lettering horizontally by changing width.
Stretch lettering vertically by changing height.
Size lettering proportionately by changing width and height.

In double-click Select mode, control points allow you to...



- Rotate lettering by dragging the large rotation handles.
- Shear lettering in either direction by the small handles.
- Change rotation axis by moving the circle control point.

With a lettering object selected, the Context toolbar also provides methods for adjusting object width, height, size, skew, and orientation. You can even flip lettering objects horizontally or vertically.



Scale lettering

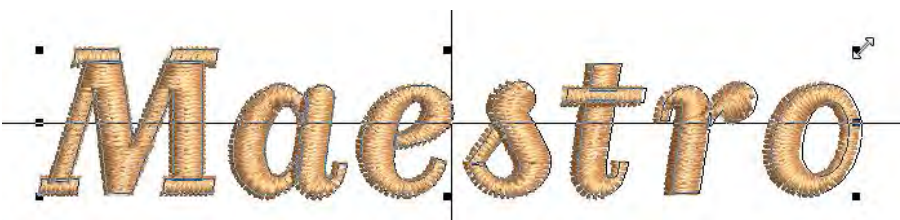


Use Select > Select Object to select an object or group. Or drag a selection marquee to select multiple enclosed objects or groups.

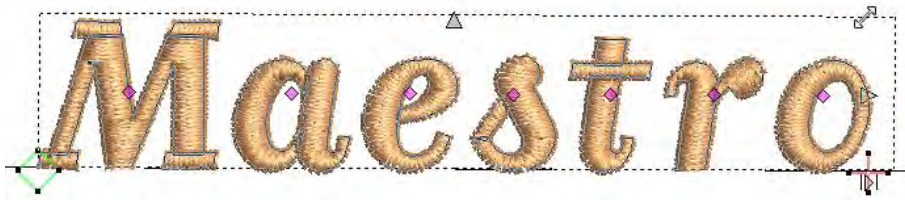


Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.

Scale your lettering objects vertically, horizontally and proportionally by means of the Select tool.



You can also scale lettering objects with the Reshape tool.



The Context toolbar provides an alternative method for scaling lettering, both by precise dimensions or by scale factors of +/-10%.

Rotate lettering

Rotate lettering objects by means of the Select tool.



Alternatively, use the Reshape tool to rotate lettering objects by means of baseline control points.



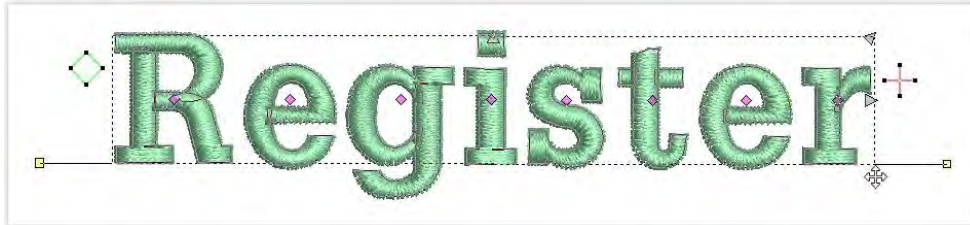
The Context toolbar provides an alternative method for scaling lettering, both by precise rotation angle or by rotation factors of +/-15°.

Adjust spacings

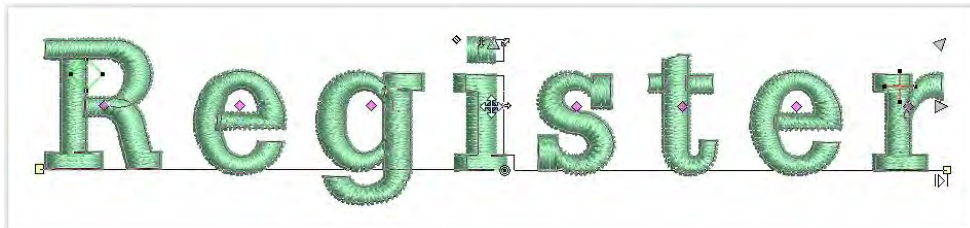


Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.

Letter spacing is calculated automatically according to justification – Left Justification, Right Justification, Center Justification, or Full Justification. In most cases default spacing is adequate. Sometimes, however, you may want to change overall letter spacing. Drag the spacing control handle on the baseline to adjust overall letter spacing.

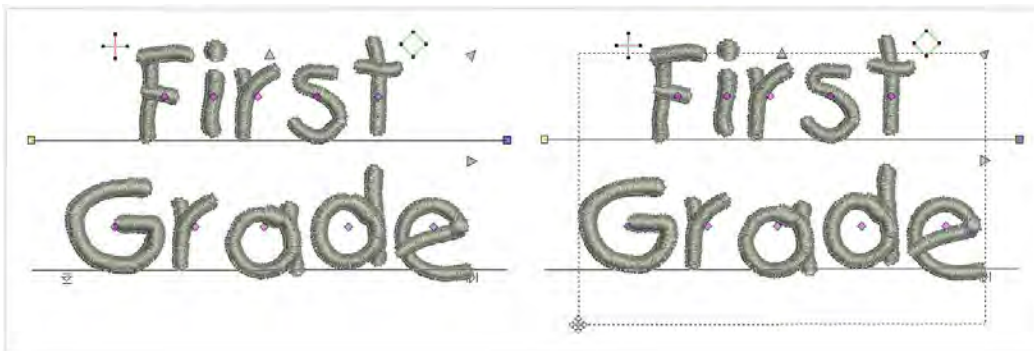


Sometimes spacing between letters may appear too large or too small, depending on the shape of neighboring letters. Any Shape baselines in particular have a tendency to squash or stretch letter spacing around corners. To compensate for this visual effect, you can manually adjust letter 'kerning'. Simply click and drag the triangle control point in the center of each letter.



When lettering is set to Full Justification, letters are evenly distributed along the baseline. To change spacing for fully justified lettering, simply change the length of the baseline by dragging the yellow control handle.

Change the space between lines in a multiple-line lettering object using the Reshape tool. Drag the triangular line spacing handle up or down to change line spacing.



Overall letter spacing can also be controlled numerically in the Advanced panel of the Lettering tab. Line spacing can only be controlled by manual adjustments on screen.

Reshape baselines



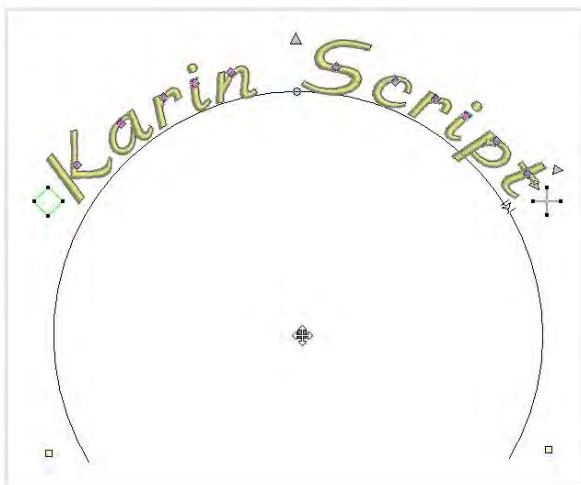
Use Select > Select Object to select an object or group. Or drag a selection marquee to select multiple enclosed objects or groups.



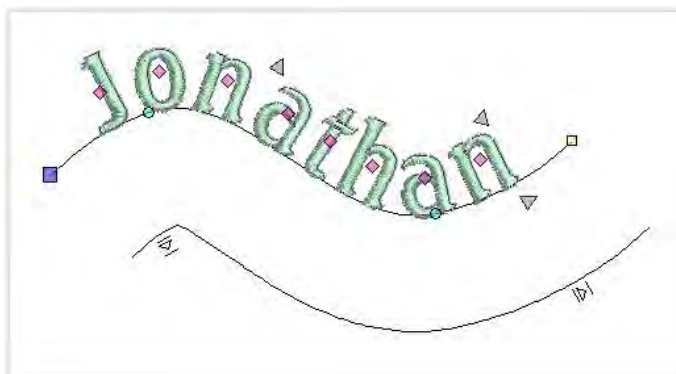
Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.

Lettering baselines have their own control points. In addition those mentioned above, some baselines have other properties.

- To adjust the arc of a circle baseline, drag the control point in the center. This control has no numeric equivalent.



- Any Shape baselines can be modified by moving, changing, adding or deleting control points along the baseline. To reshape the baseline, click the point on the baseline where you want it to bend (change direction). Left-click to bend the line at an angle. Right-click to bend the line into a curve. Switch control points in the normal way by selecting and pressing the <Space> key.

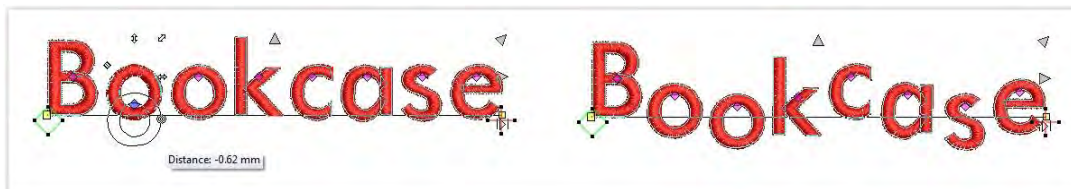


Manipulate letters



Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.

You can reposition individual letters in a lettering object using the Reshape tool. Simply click and drag the selected diamond control point.



When you click a diamond control point, another set of reshape nodes appears around the letter. Use these to resize, rotate, and sheer individual letters.

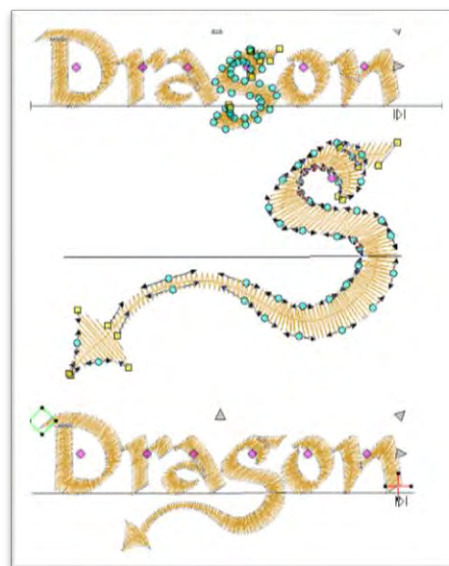


Reshape letters



Use Select > Reshape to adjust object outlines, stitch angles, start and end points, curves lines, etc.

Create special lettering effects by reshaping letter outlines with the Reshape tool. Click the letter outline. Use the reshape nodes to modify the letter like any other object. Press <Esc> to finish.



SPECIAL LETTERING

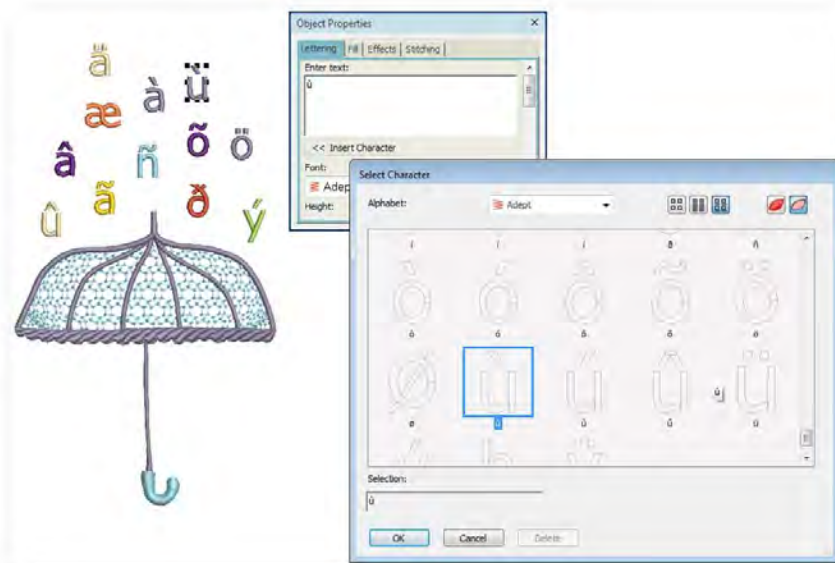
The software provides a variety of editing techniques for fine-tuning lettering designs. Add special characters and symbols as desired. By default, lettering objects are filled with Satin. Apply other basic fill stitch types as with all embroidery objects. Lettering appearance and quality can be improved by the correct selection of underlay.

Insert characters

A Use Lettering / Monogramming > Lettering to create embroidery lettering onscreen using native embroidery alphabets or TrueType fonts.

Embroidery and TrueType fonts generally contain many more characters than are available via keyboard. You can add special characters and symbols directly or by means of the MS Windows® Character Map.

- To insert special characters, click Insert Character button in the Lettering tab.



- Optionally, select a different alphabet from the Alphabet list.
- Select the characters you want to use and click OK. Selected characters are added to the text entry panel of the Lettering tab.
- Alternatively, use the MS Windows® Character Map to provide quick access to common symbols and letters. By default, you will find it under Start > Programs > Accessories > System Tools > Character Map.



- Copy the characters you want and paste them into the text entry panel of the Lettering tab by pressing <Ctrl + V>.
- Colors will default to the initial colors of the Design Palette. The letters will appear as a single lettering object in the Resequence docker.



- Place and size the lettering object as desired.

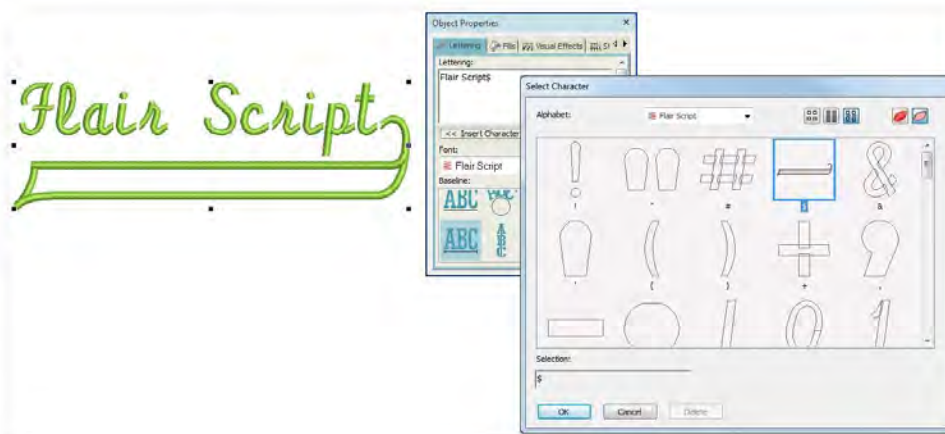


- Optionally, in order to change colors, assign them via the Design Properties > Thread Colors dialog.
- Notice in the Resequense object list, each letter is sewn out separately. With multi-color fonts, this may involve many color changes.
- Optionally, use the Break Apart tool to split the lettering object into its components.
- These can then be recolored and resequenced as desired. However, note that lettering properties are lost.

Add flair script

Flair script is a special font which allows you to add decorative flairs to the end of text objects, mimicking flamboyant handwriting flourishes.

- To create a flair script design, select Flair Script from the Font list.
- Enter the text you want to embroider in the text entry panel.
- Click Insert Character and select the flare character(s) you want to use. The selected characters are added to the text entry panel.



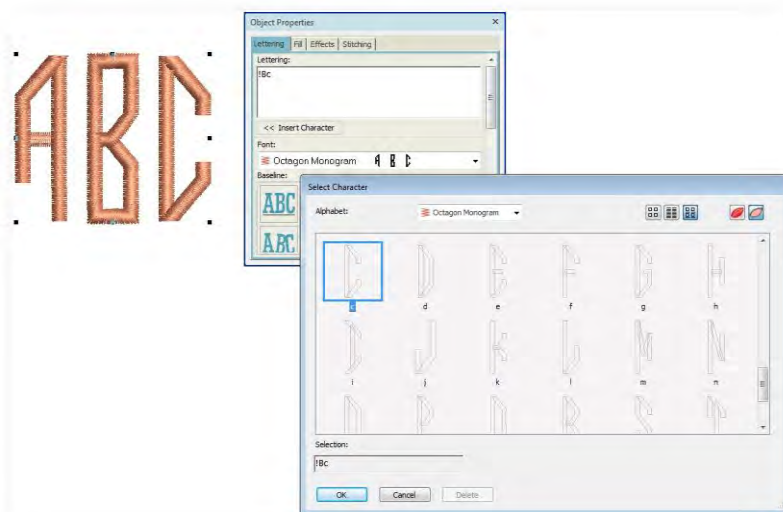
- Experiment with different flare characters to obtain the look you want.



Add monogram lettering

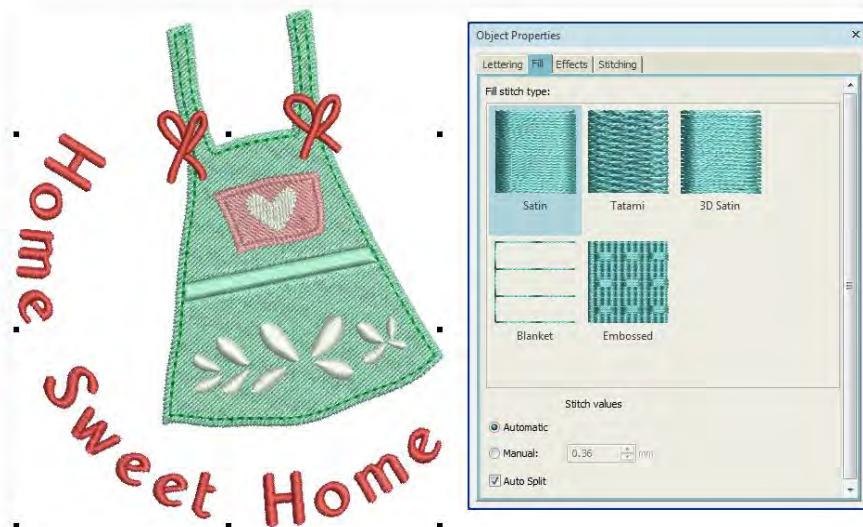
In addition to the dedicated Create monograms feature, the software allows you to create monogramming designs using special monogram alphabets.

- Select a suitable monogram alphabet such as Octagon Monogram.
- Use the Select Character dialog to choose the letters and ornaments you want to use. Octagon Monogram, for example, has three sets of each letter, one for the left side, one for the middle and one for the right side.



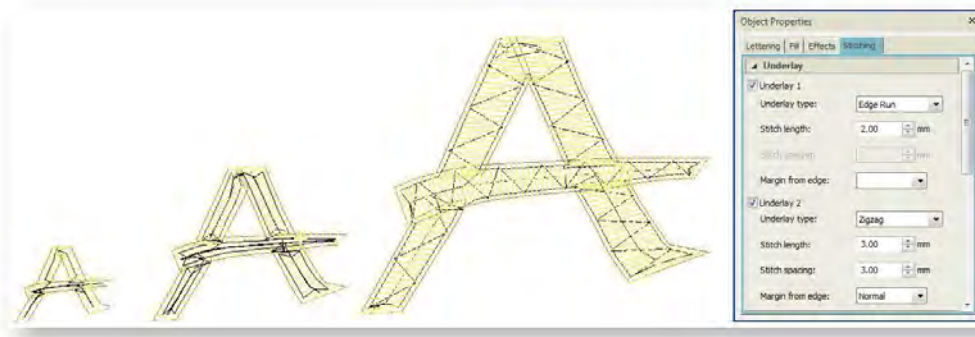
Change lettering stitch types

By default, lettering objects are filled with Satin stitch. You can also apply other basic fill stitch types, such as Tatami or Embossed, as with other embroidery objects.



Lettering underlay

Most embroidery lettering is 15 mm high or less although the software provides fonts suitable for small and for large lettering. At normal sizes, columns are less than 3 mm wide for normal – not heavy or block – fonts. Such objects are best served with a single Center Run or Edge Run underlay or both. The software decides on a suitable underlay for normal purposes though this can be overridden in Object Properties.



Rules of thumb

- Lettering with heights under 5 mm should not have underlay.
- Letters 6 mm to 10 mm can have a center-run underlay applied.
- Lettering larger than 10 mm is large enough for edge-run underlay.
- Large letters for jacket backs and so on can use a second layer of underlay. Double-zigzag is sometimes used for added loft. For even more loft, try using 3D Satin.

BREAK APART LETTERING



Use Edit Objects, Appliqué or Lettering / Monogramming > Break Apart to split composite objects - monograms, appliqués, lettering, etc - into components. Allows each to be edited individually. This tool is also available via Edit menu.

Applying the Break Apart function to a lettering object breaks it into a logical stitching sequence while maintaining lettering object characteristics. Object properties can be edited separately for single lines, single words, or even single characters. Stitching sequence is maintained. Similarly, if you apply Break Apart to monograms, they are broken into their component objects.

When saved into earlier versions of the software, monograms and appliqués may be subjected to the Break Apart procedure by default.

Sequence logic is as follows...

- Select the lettering object and click Break Apart.



- Multi-line lettering is broken into separate lines.



- Individual lines can be broken into separate words.



- Words can be broken into separate letters.



- Letters can be broken into their individual embroidery patches. Lettering properties are lost. Only general embroidery object properties remain.



An exception for single-line (multi-word) objects is the case of the center-out stitching sequence. Such objects are broken apart directly into single-letter objects. The stitching sequence is thereby preserved.