



USER GUIDE
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MONOGRAMMING
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MONOGRAMMING

A monogram is a design composed of one or more letters, typically the initials of a name, used as an identifying mark. The Monogramming feature offers a simple way to create personalized monograms using a selection of pre-defined monogramming styles, border shapes and ornaments, together with a set of tools to help you place these elements in creative and decorative ways. See also Embroidered monogram pillow.




Lower level products do not provide the full range of monogramming functionality. You may have access to lettering capabilities but not ornaments or borders depending on the product level you are currently using.

Monogram elements

The Monogramming feature creates a single ‘monogram object’ comprising some or all of the following elements:

Element	Details	Sample
Lettering	A single lettering object (initials or name)	
Ornaments	Up to ten ornament sets (each of which may comprise multiple copies of an ornament or embroidery design)	

Element	Details	Sample
Borders	Up to four concentric borders.	
Assuming that all elements are present, the monogram is stitched in the following order: borders (1, 2, 3, and 4), ornament sets, and lettering object(s).		

MONOGRAM DESIGNS



Use Lettering / Monogramming > Monogramming to create personalized monograms using a selection of pre-defined styles, border shapes and ornaments.

When you use the Monogramming feature, you build monograms using the Monogramming docker. Depending on your product level, monograms may include letters, ornaments, and/or borders.



Designs tab

The simplest way to get started is to select a base design from the Designs tab. This gives you a bunch of design templates ranging from lettering only, with borders, and with ornaments. Select one as a starting point and then modify by means of the other tabs.



Note that the monogramming design is grouped in the Sequence docker. It is treated as a single, composite object. It can only be edited via the Monogramming docker. It cannot be ungrouped but it can be broken apart into its components. See also Split lettering.

However, if all you want to do is to recolor monogram elements, you can select them individually without breaking apart the monogram. Simply hold down <Alt> and click the object.



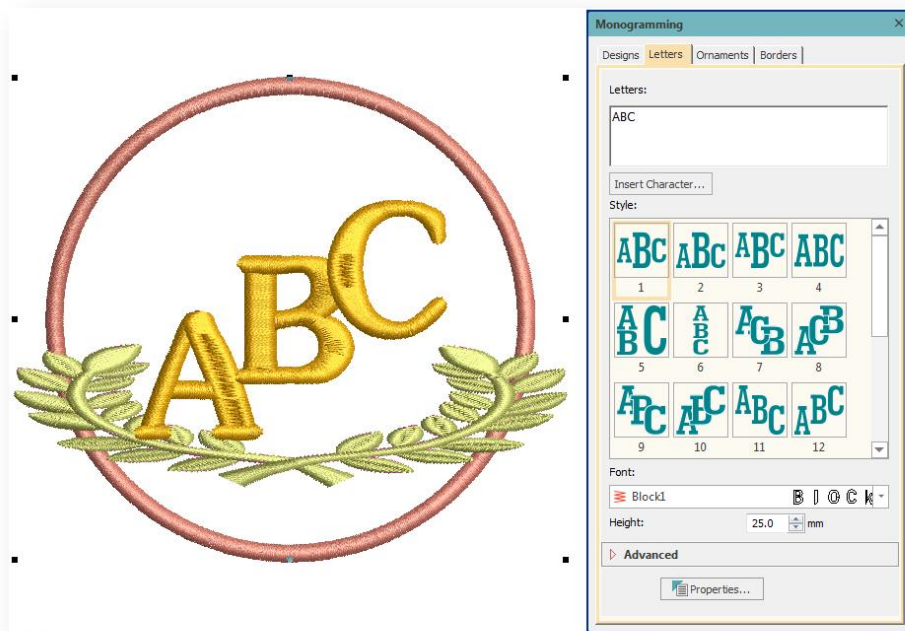
MONOGRAM LETTERS



Use Lettering / Monogramming > Monogramming to create personalized monograms using a selection of pre-defined styles, border shapes and ornaments.

The Letters tab of the Monogramming docker allows you to create personalized monograms with initials, including special characters and symbols, or unlimited lines of characters. Any number of initials can be entered into your monogramming design, including special characters and symbols.

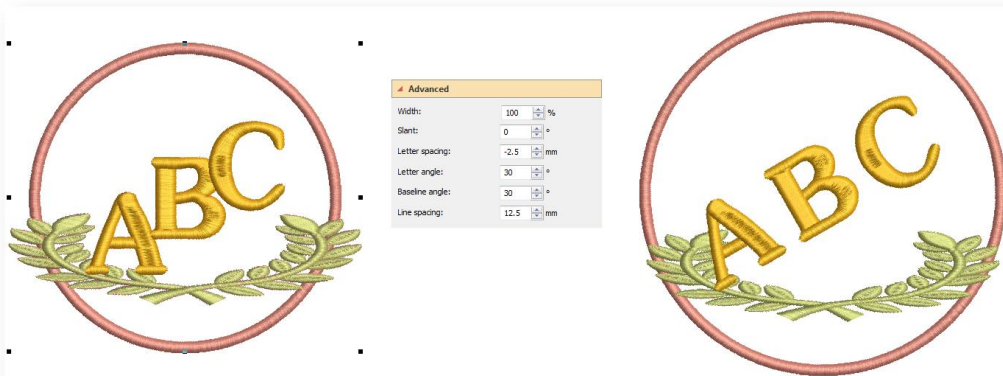
The Letters tab provides similar options to the Lettering tab of the Object Properties docker. If you are using one of the template designs, the easiest way to adapt it is to apply a different style. Change initials as required and choose from any number of native embroidery fonts or any TrueType font installed on your system. In addition, this tab also provides a selection of styles to choose from.



In place of single letters, the same tab allows you to enter multiple lines.



If a selected style doesn't quite give you what you are looking for, open the Advanced panel to access more settings. Use these to adjust letter width, spacing, etc. Adjust letter rotation and baseline angle. These allow you to rotate individual letters or the entire baseline.



Click Properties to make any further adjustments – e.g. stitch type. The default values for monogram lettering are different from those for conventional lettering. All settings can, however, be controlled via the Object Properties docker.

MONOGRAM ORNAMENTS

Ornaments can be added to a monogram either from motif patterns or from any design file. You have a choice of:

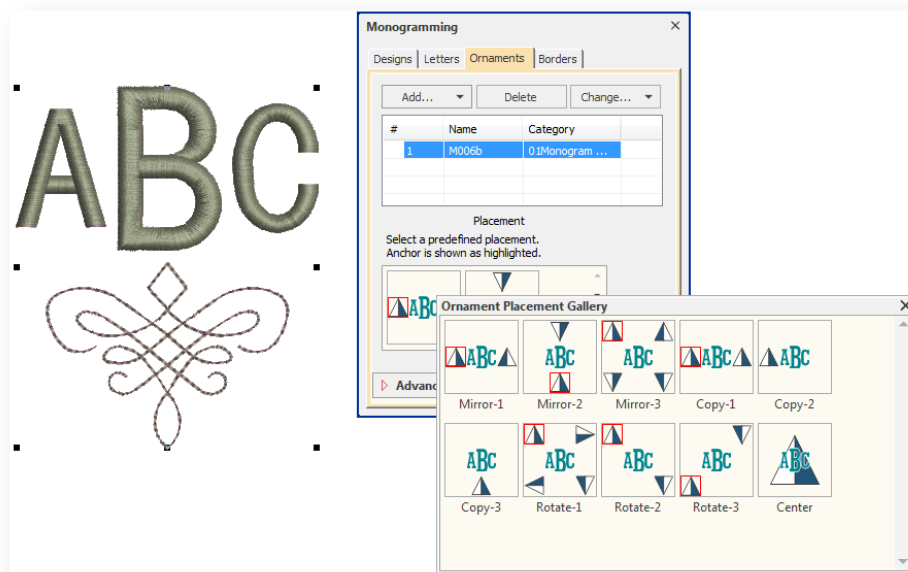
- Adding ornament motif patterns or designs
- Creating single ornament layouts
- Creating multi-ornament layouts

Modify ornaments

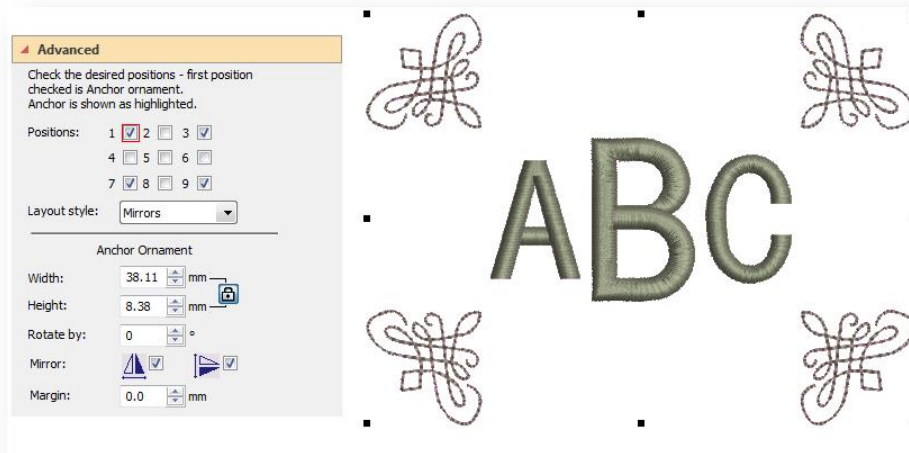


Use Lettering / Monogramming > Monogramming to create personalized monograms using a selection of pre-defined styles, border shapes and ornaments.

If you are using a template design or adapting another monogram, it is a simple matter to change the ornament to a different type or configuration. Use the buttons at the top of the Ornaments tab to add, delete, or change ornaments.

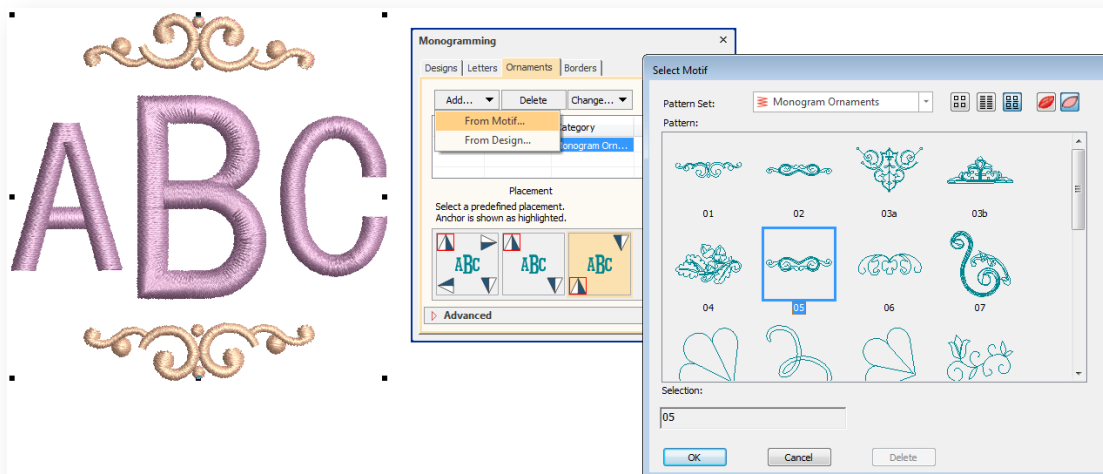


Choose from a range of preset placement patterns, including Mirrors, Duplicates, and Cycle. Note that the pyramid icon indicates not only the placement but also the orientation of the pattern in both horizontal and vertical planes. If the preset pattern gallery doesn't quite give you what you are looking for, open the Advanced panel. These settings give you precise control over ornament placement, size, rotation, orientation, and margin.



Add ornaments

You can add up to ten ornament sets to a monogram design and change them at any time. Any available pattern set can be used. A set of ornamental designs is also available. These are stored in their own Ornaments folder.



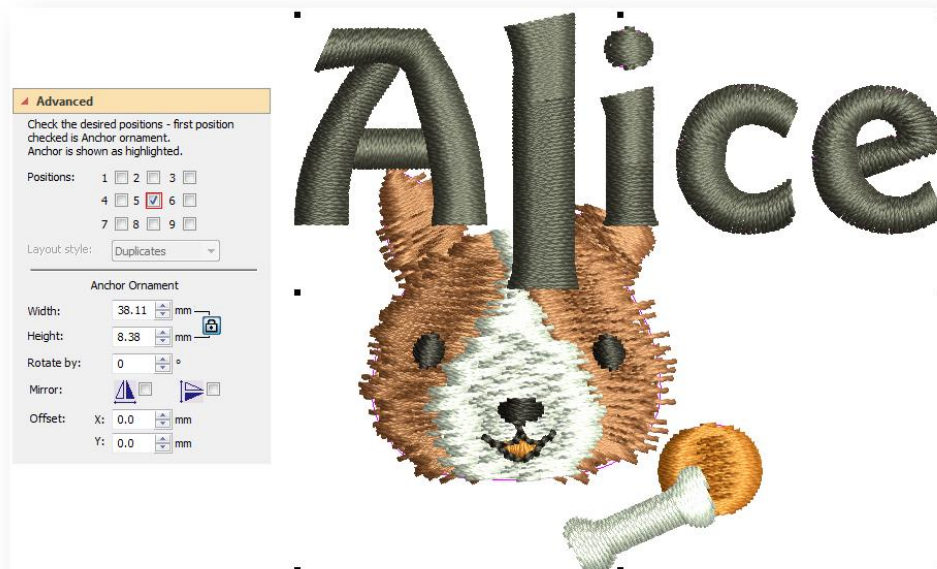
Use the checkboxes to add up to eight instances of a selected ornament. These are arranged according to ornament placements relative to the lettering. Excluding position #5, any combination of checkboxes can be used.



The first selected serves as the 'anchor' position (highlighted in red). All other ornaments are sized, rotated and mirrored in relation to it. Use the Width and Height fields to change ornament dimensions. The Lock Aspect Ratio toggle forces width and height to maintain their proportions. Use the Margin setting to offset ornaments from the lettering.

Create single ornament layouts

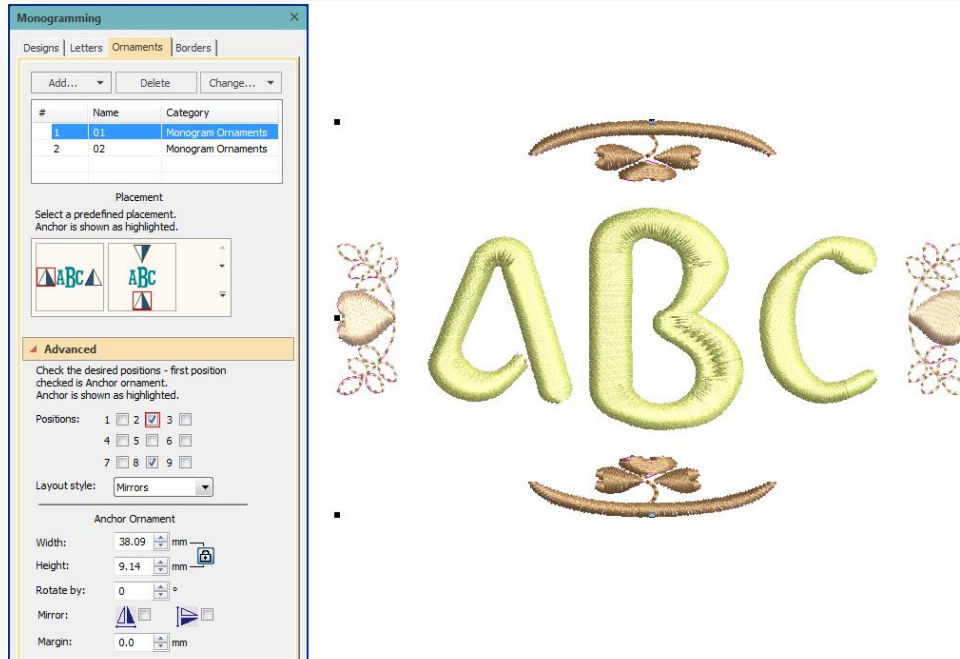
Use Position #5 to insert an ornament as a standalone element within a set. All other checkboxes are unchecked automatically. Width, Height, and Rotate By fields and Mirror checkboxes remain available, and Offset controls replace the Margin control.



Use the X and Y fields in the Offset panel to position the ornament horizontally or vertically relative to the lettering object. These settings specify the position of the ornament center relative to the center of the lettering object.

Multi-ornament layouts

You can add up to eight instances of a selected ornament to your monogram. Any combination of ornaments and ornament positions can be used. Add the ornament sets you want and assign placements to each one.



Remember, if you want to recolor monogram elements, you can select them individually without breaking apart the monogram. Simply hold down <Alt> and click the object.

MONOGRAM BORDERS

You can add up to four borders of the same shape to a monogram design.



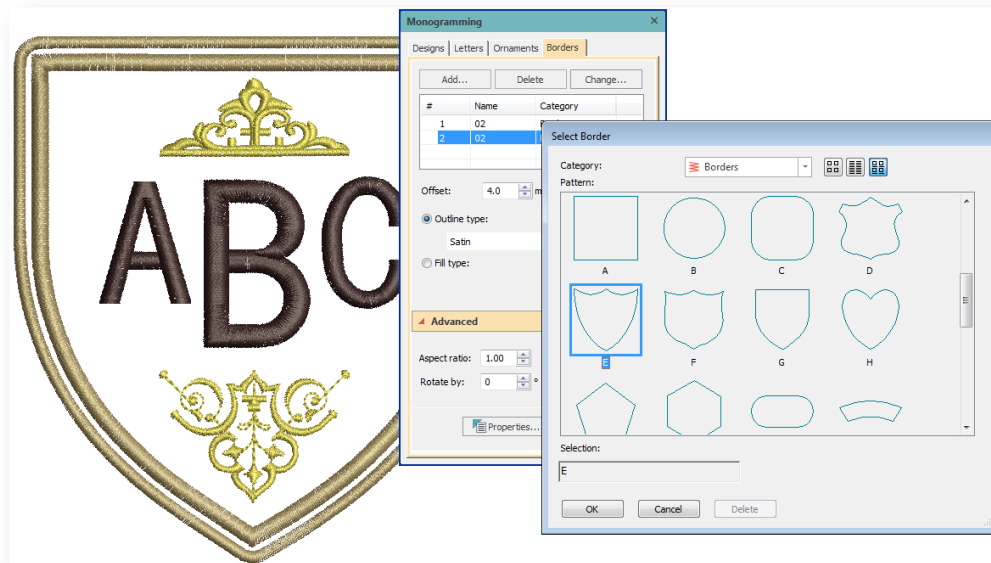
The Create Border function allows you to create your own borders for use in monograms. These can be saved to the default 'borders' set or one of your own creation. See also Custom shapes.

Modify border



Use Lettering / Monogramming > Monogramming to create personalized monograms using a selection of pre-defined styles, border shapes and ornaments.

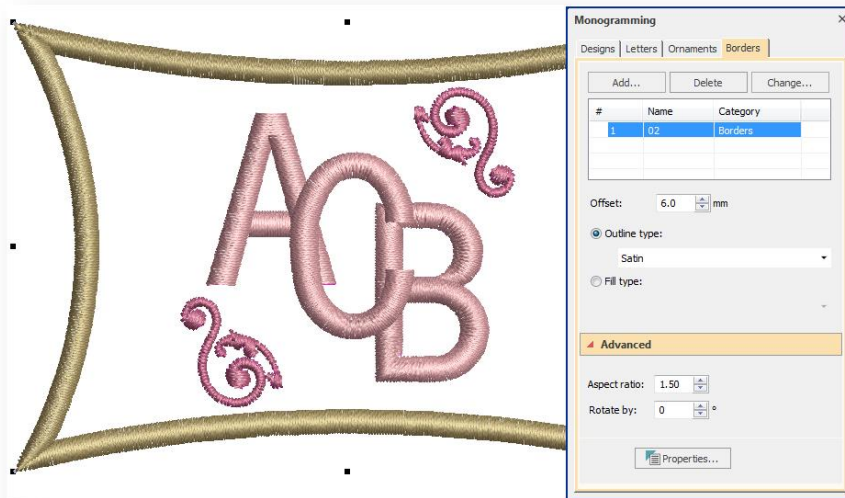
If you are using one of the template designs, it is a simple matter to change borders. Use the Change button on the Borders tab to select from one of the many available.



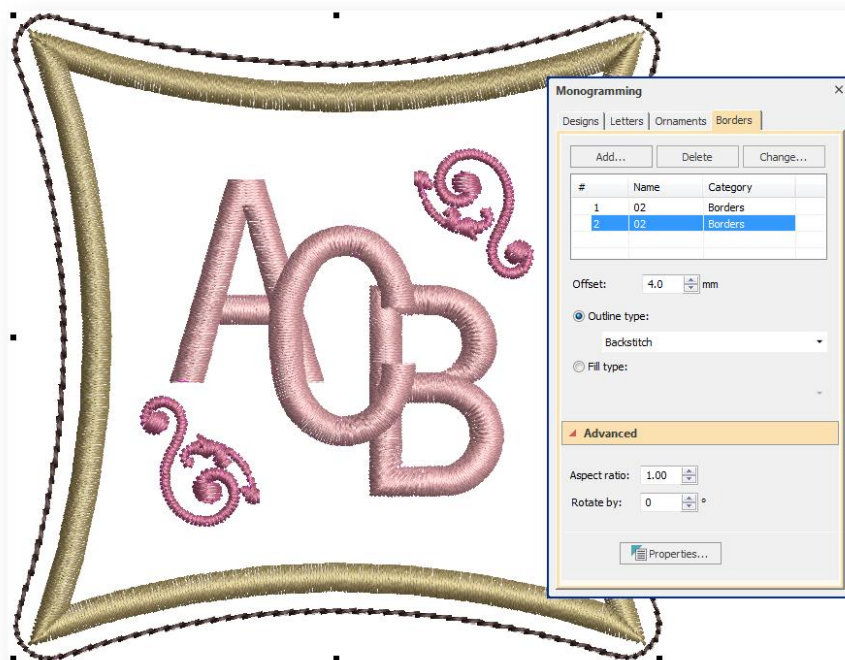
You can add your own borders to the built-in collection via the Advanced Digitize toolbox. See also Custom shapes.

Adjust border shape & offset

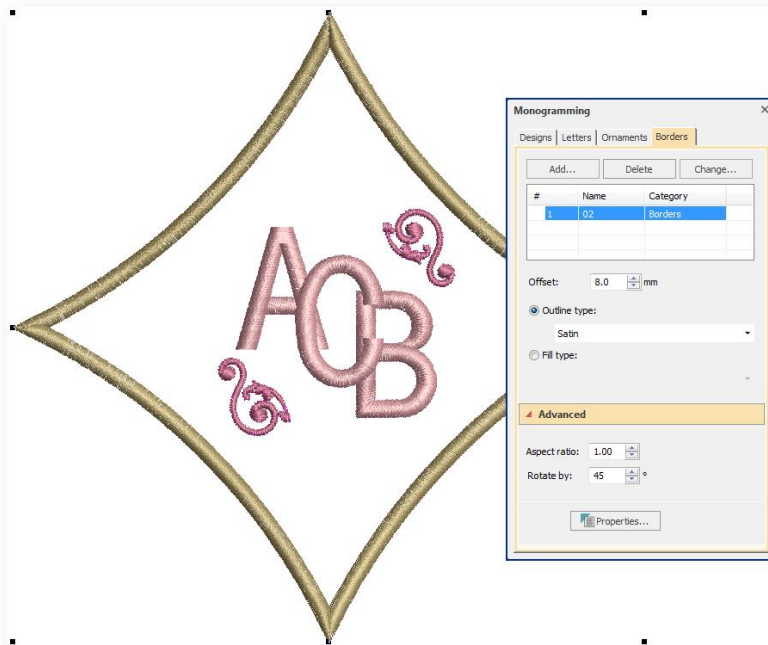
- Use the Aspect Ratio settings to adjust height and width proportions.



- Use the Offset field to fine-tune margins between lettering and border, and between border and border.

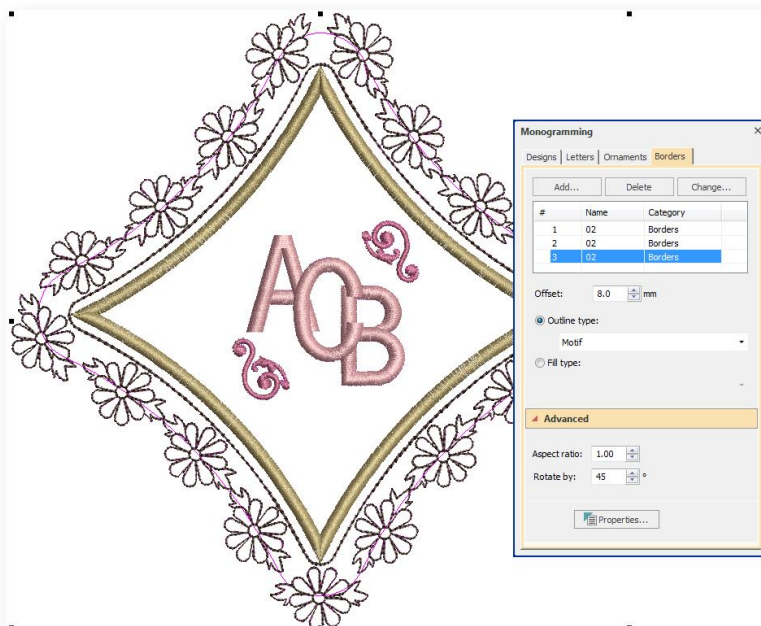


- Use the Rotate field to re-orientate the border as desired.



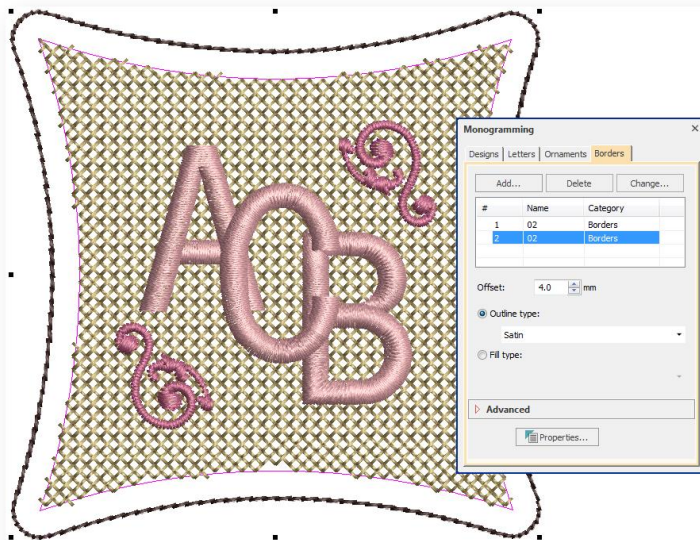
Add multiple borders

Add up to four borders to the selected monogram. Use the Offset field to adjust margins between multiple borders. When you set multiple borders, the offset you specify is calculated from the previous border. If you change the border offset, all borders are updated.



The software lets you enter a negative offset. This allows you to create multiple overlapping borders.

Use the Stitch Type buttons to change to line or fill stitch type for selected borders. Satin Line is the default stitch type. All line and fill stitch types available in the software can be used as borders. Click the Properties button to make further adjustments.



Remember, if you want to recolor monogram elements, you can select them individually without breaking apart the monogram. Simply hold down <Alt> and click the object.

BREAK APART MONOGRAMS

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.

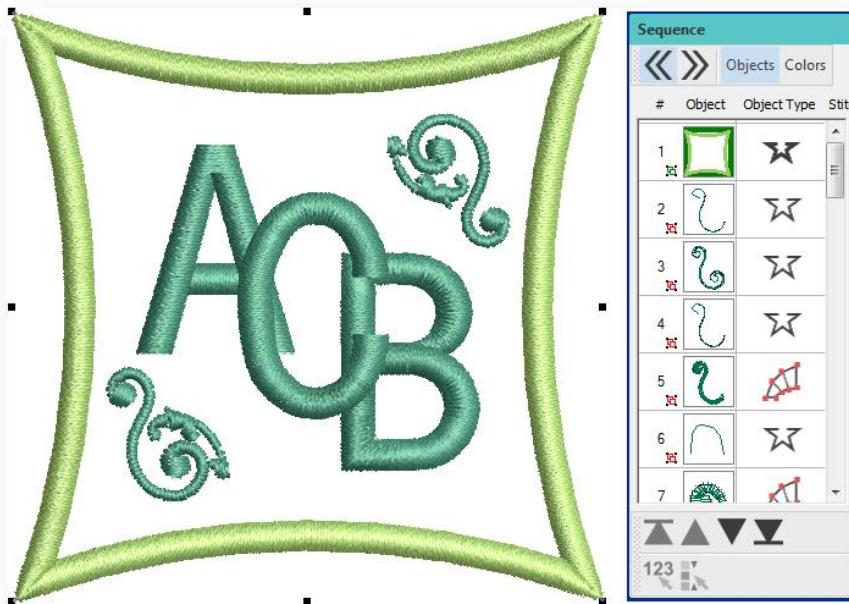
When saved into earlier versions of the software, monograms and appliqués may be subjected to the Break Apart procedure by default.

Break apart monograms

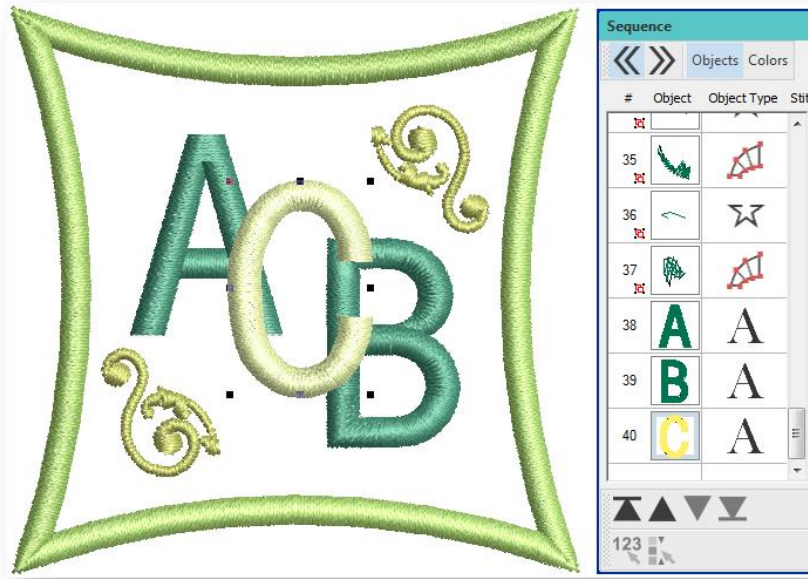


Use Edit Objects, Appliqué or Lettering / Monogramming > Break Apart to split composite objects - monograms, appliqués, lettering, etc - into components. Allows each to be edited individually. This tool is also available via Edit menu.

The Break Apart operation ungroups monograms into component objects – lettering, ornaments and borders.



Each ornament set remains as a group as do borders. These too can be further broken apart.



To modify individual objects – e.g. to change the stitching sequence of monogram borders – use the Sequence dialog to ungroup objects and resequence. See also [Sequence designs](#).

Note that if all you want to do is recolor monogram components, you can do this by holding down the <Alt> key and clicking the component you want to select.

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