

Pacesetter[®] BES[®]
Cloud Web Application
Instruction Manual

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CHAPTER 1: Introducing Pacesetter[®] BES[®] Cloud Web Application

In this section, read about what you can do on with the Pacesetter[®] BES[®] Cloud Web Application, and a list of the tools and functions it contains.

What you can do in Pacesetter BES Cloud Web Application

Pacesetter BES Cloud Web Application is a convenient online service that works alongside your Pacesetter BES4 Dream Edition desktop software. You can use it from any device that can access the internet – whether that be a smart phone, tablet, or another computer.

Note that the appearance of the workspace may differ depending on the device or the browser that you use to access Pacesetter BES Cloud.



There are many browsers to choose from, designed for every platform and operating system. To get the most out of your new software, we recommend that you use a full-featured browser such as Chrome, Firefox, or Safari.

The following is a list of the primary functions and features of the Pacesetter BES Cloud Web Application:

- Opening designs from the Cloud.
- Saving designs to the Cloud.
- Uploading designs from another device on your local network.
- Send designs to a SD-card compatible sewing machine via a local network.
- Make modifications to text, such as: Adding new text, changing the font and adjusting text size and spacing.
- Resizing, moving and rotating designs, or individual components of a design.
- Changing the thread colors of individual components of a design.

The following additional features are available to BES Cloud users who have purchased the Power Pack:

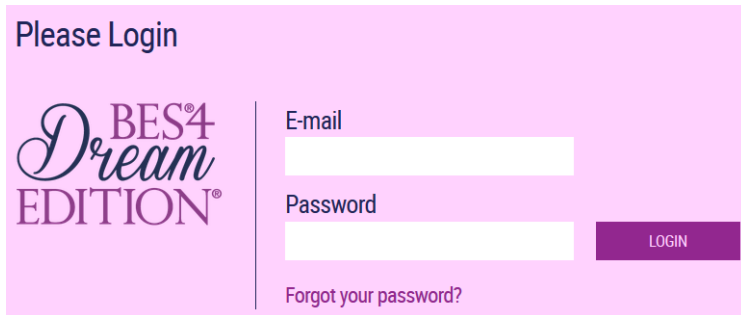
- Choice of satin or fills for text segments
- Flip Horizontal and Flip Vertical tools
- Rotate Left and Rotate Right tools
- Adding basting stitches automatically
- Color sort
- Connection type options for text segments
- Display the number of stitches in the current design
- Recalculate stitches after resizing (for *.BRF files only)
- Send multiple designs to the machine from the Cloud at the same time.

Registering and Signing In

When you first install and open Pacesetter BES4 Dream Edition, you will see a dialog asking you to register for Cloud services. After you fill in the fields and create a password you will be able to use the Cloud to upload/download design from Pacesetter BES4 Dream Edition. Use this same e-mail address and password to sign in to Pacesetter BES Cloud Web Application from your tablet or mobile device.

To sign in to Pacesetter BES Cloud Web Application:

- 1 Open your browser (Google Chrome, Firefox or Safari recommended).
- 2 Navigate to the Pacesetter BES Cloud server at:
<https://bescloud.co>.
You will see the log-in screen.



Please Login

BES⁴ Dream EDITION[®]

E-mail


Password

LOGIN

[Forgot your password?](#)

- 3 Enter the e-mail and password you created in Pacesetter BES4 Dream Edition into the login page and select LOGIN.
You will now have access to the Pacesetter BES Cloud tools, and any designs that are saved to the Cloud.

To sign out of Pacesetter BES Cloud:

- Select the Sign Out  icon, located at the top-right of the window.







Guide to Tools

There are a number of tools available on Pacesetter BES Cloud which can be used to open, save, and modify embroidery designs. You can also send embroidery designs to a machine if you have a wireless-enabled embroidery machine on your network.















The tool tables outline a short description of what each button does within Pacesetter BES Cloud. A more detailed description of the functions of each tool are given in the corresponding sections that follow.






File Tools

The file tools allow you to open and save designs to the cloud, and to send designs for sewing. They are located in the top-right corner of the application.

Tool	What it does
	New: Creates a new blank workspace.
	Save to Cloud: Saves the current design to your account in Pacesetter BES cloud storage.
	Open from Cloud: Opens a dialog from which you can select saved files.
	Send to Machine: Sends a design to the FlashAir SD card when it is plugged into your embroidery machine.
	Settings: Opens the general settings dialog.
	Sign out: Signs you out of the current session.






Editing tools

Tool	What it does
	Undo: Reverses your last action.
	Redo: Reverses the action of the Undo command.
	Group: Combines all the selected segments into a single, grouped segment.
	Ungroup: Renders a grouped set of embroidery segments into individual components.
	Delete: Removes the selected segment from the workspace.
	Duplicate: Creates a copy of the selected design component, and places it in the workspace; you can select and drag it to a new position in the design.
	Align: Aligns selected objects relative to each other in the workspace.
	Grid: Displays a background of grid lines, which helps with alignment.
	Rotate Left: Rotates one or more selected segments to the left by 90-degree increments.
	Rotate Right: Rotates one or more selected segments to the right by 90-degree increments.
	Flip Horizontal: Flips one or more selected segments through the horizontal axis.
	Flip Vertical: Flips one or more selected segments through the vertical axis.
	Transform: Opens the transform dialog, which may be used to change the size and orientation of the selection.
	3D: Realistically renders your design onscreen in a new window.

Tool	What it does
	Hoop: Opens the hoop dialog, which allows you to set the hoop size, and change the hoop orientation.
	Add Design: Opens the Design dialog, which you can use to import uploaded stitch or outline files onto the current workspace.
	Add Text: Opens the text sidebar, which gives access to the Normal, Vertical, Circle and Monogram tools.
	Auto Baste: Automatically adds an outline of basting stitches around the current design.
	Color Sort: Re-arranges the sewing sequence of the current design to put like colors together, so that the number of thread changes required is reduced.

View Tools


The View tools are located at the bottom-right of the workspace, and include the Zoom tools and the Select/ Pan tools.

Tool	What it does
	Zoom in: Magnifies the view of the design by a fixed amount.
	Zoom out: Shrinks the view of the design by a fixed amount.
	Fit to Screen: Zooms in or out to fit the entire hoop in the workspace.
	Select: When active, tapping on a text or design segment will select it.
	Pan: Allows you to move the design around in the workspace by swiping.



Select and Pan are toggled tools; when the one is active, the other is hidden, and vice versa.

Settings Dialog

Click on the Settings  button to open a dialog in which you can change the units of measure – select either inches or mm.

Additional general settings may be added to this dialog over time.

Dimensions and Stitch Count

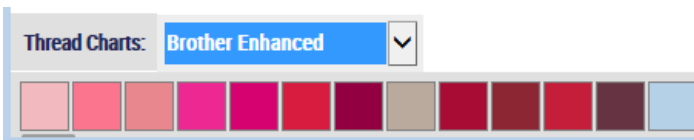
Along the top of the workspace, above the Editing tools, there is an area displaying some basic information about the current design.

In this area, you see the name of the design, the design's dimensions (width × height) and the number of stitches it has. The dimensions are displayed in either inches or mm, depending on how the application has been configured in the Settings dialog.

Thread Chart

The colors in the currently selected thread chart are shown along the bottom edge of the workspace. The thread chart defaults to Brother Enhanced, even if another chart was used originally.

However, you can quickly change to a different thread chart by selecting a new one from the drop-down list of thread charts to the left of the palette.



Detail of the workspace, showing the currently selected thread palette and the available thread colors within this chart.


Correcting Mistakes

Undo and Redo are two significant features that allow you to correct mistakes. If you make a mistake or change your mind about an action you just made, Undo reverses the action. Redo puts back the change. If Undo or Redo are grayed out, it means there are no actions to Undo or Redo.

To use Undo:

- On the tool bar click the Undo  tool.


To use Redo:

- From the tool bar, click the Redo  tool.


Select, Zoom, and Pan

Use the Select tool to select and move text or design objects (i.e., Text or designs opened from the Cloud) within the workspace. The Zoom and Pan tools allow you to change the view of the design in the workspace.

The Select Tool

The Select  tool allows you to select and modify individual design components, or groups of design components.

Design components that have been selected using the Select tool can be moved, duplicated, or deleted. They can also be resized and rotated, using the beads on the selection frame.

It is important to know that *.brf (outline) designs may be grouped when you open them. If this is the case, you will not be able to select individual segments without applying the Ungroup  tool to them first.




However, you can always select individual segments in *.brf files in the Sequence view. Do this by expanding the color groups (click the small arrow to the right of the color in Sequence view) and ticking the boxes next to the ones that you want to select.

Files brought in as *.pes do not contain grouping information, so you can always select segments with these, either with the select tool, or in the Sequence view.

The Select tool is also used to select a number of components in order to align them; for more information, see, “Aligning design components horizontally and vertically”.




To select a segment in the design:

- 1 In the bottom-right of the workspace window, select the Select  tool.
- 2 Click the design component you want to select.
The active segment is enclosed in a selection box.


Magnifying and Reducing the View

Use the tools to magnify or reduce your view of your design. You can also zoom the view so that the current hoop fits the window.

To use the Zoom tools:

- ◆ To zoom to a larger scale, select the Zoom in  tool.
- ◆ To zoom to a smaller scale, select the Zoom out  tool.
- ◆ To zoom to fit the hoop area, select the Fit to Screen  tool.

Using the Pan Tool

The Pan  tool is located in the bottom-right corner of the workspace window. Use the Pan tool to move the view of the design around in the workspace by clicking and dragging.




Note that the pan tool toggles with the select tool, so when Pan is active, you see the Select icon, and when Select is active, you see the Pan icon.

Selecting the Hoop

Viewing the hoop or frame on the screen lets you ensure that your design fits properly when you run it on the machine. The hoop serves as a guide to help size and position your design in the design window. Pacesetter BES Cloud Web Application comes with many pre-loaded hoop sizes.

Use the Hoops dialog to select the appropriate hoop for your machine. There are different file types to choose from in this dialog, which is useful when you want to make sure that your design will fit for more than one kind of embroidery machine.

To select a hoop using the Hoops dialog:

- 1 On the tool bar, select the Hoop  tool.

You see the Hoop dialog.

- 2 Select the machine format from the Format drop-down list.

You will see the list of available hoops in the chosen format.

If you choose the pes format, you will see that there is an option to select “MultiNeedle” hoops. This is required only if you have a MultiNeedle embroidery machine.



If you check this box, the list of hoop formats will change to a list of hoops that are used with a MultiNeedle machine.

- 3 From the list of Hoops, choose a hoop size appropriate for your design.

The dimensions of the selected hoop are displayed in the Width and Height fields.



You can also customize the hoop size in the Hoops dialog.

Enter the desired width and height in the corresponding fields, and then click OK to display the customized hoop in workspace window.

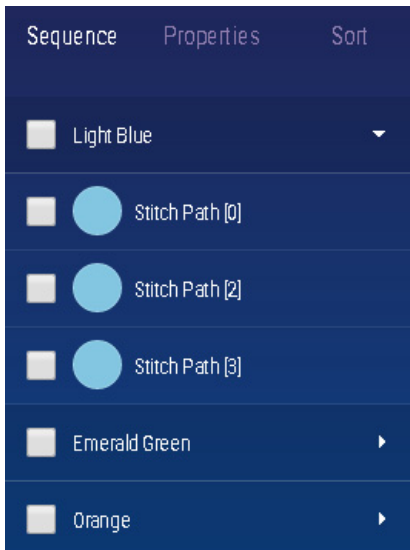
- 4 If required to fit the design better, select “Change Orientation” to rotate the hoop by 90°.
- 5 Select OK to close the dialog and apply the new hoop.

Using the Sequence View

When you open the sequence view, you see a list of all the individual segments in the current design. The segments may be sorted in one of two ways: by Color or by Index.

- If sorted by color, each stitch path or text segment is listed according to its thread color.
- If sorted by Index, stitch paths and text segments are arranged according to how they are grouped in the design; a group may contain any number of different colors.

Any segments that are not grouped appear in a separate “ungrouped” index category.



The Sequence View sorted by color

Selecting Segments in Sequence View

You can use the Sequence View for fine control when selecting individual stitch paths and/or text segments.

To select segments using the Sequence view:

- 1 In the sidebar, click or tap Sequence to make the Sequence View visible.
- 2 Expand the color group by clicking the small arrow to the right of the color name.
- 3 Tick the check box to the left of the path or text segment
You will see that it is selected in the workspace.
- 4 To select more components, tick additional boxes to select more text and/or stitch paths.
*The additional components will be added to the selection box.
You will be able to move, rotate, and transform the selected segments together.
For more information, see *Editing Designs—Design Editing tools*.*

CHAPTER 2:

Adding Text & Adjusting Text Properties

You can add lettering to your existing designs stored on the cloud or create new text designs using the BES Cloud Web Application tools.

Topics covered in this chapter:

- Creating lettering with the text tools: Normal, Vertical, Circle, and Monogram.
- Editing text using the Properties panel.
- Making adjustments to individual text segments - text height, character width percentage, letter spacing, slant, and line spacing.
- Adjusting the density of lettering fill.
- How to resize text using the transform tool.

Creating Lettering


There are several different modes which can be used to input your lettering into a design: the Normal, Vertical, Circle, and Monogram tool.

The following sections describe how to use these tools. For information on changing the settings of text segments, see “Text Properties—Adjusting Text Properties”.

Normal Text

Normal Text items are text segments that are generated in a straight line; they can also be multi-line.


To create Normal text:

- 1 On the tool bar, click on the Add Text  tool.
- 2 In the Text Style panel, select Normal text.
The default text string, “Text”, appears in the workspace.
- 3 In the Properties panel, enter the desired text string in the Text field. To create a multi-line text segment, press **ENTER**, which will drop the cursor down one line, and continue to enter your text.
- 4 In the Font Field, select the desired font.
- 5 Click or tap Apply Changes.
You will see the text string adjusted accordingly.
- 6 You can now make any other changes (such as Text Height, Line spacing, etc.) to the text in the Properties panel, remembering to Apply Changes each time to view the change.
For information on these properties, see “Adjusting Text Properties.”

Vertical Text

In a Vertical Text segment, the letters are oriented normally (read left-to-right) but they are arranged vertically.


To create vertical text:

- 1 On the tool bar, click on the Add Text  tool.
- 2 In the Text Style panel, select Vertical text.
The default text string, “Text”, appears in the workspace.
- 3 In the Properties panel, enter the desired text string in the Text field.
- 4 In the Font Field, select the desired font.
- 5 Click or tap Apply Changes (at the bottom of the panel - you may need to scroll down to see it).
You will see the text string adjusted accordingly.
- 6 You can now make any other changes (such as Text Height, Line spacing, etc.) to the text in the Properties panel; remember to Apply Changes each time to view the change.
For detailed information on these properties, see “Adjusting Text Properties.”

Circle Text

The Circle text tool creates text in a circular pattern. Unique to this tool, there are two text entry fields; one for text that runs along the top of the circle, and the other for text that runs along the bottom of the circle.

To create Circle Text:

- 1 On the tool bar, click on the Add Text  tool.
- 2 In the Text Style panel, select Circle.
The default text string, “Text”, appears in the workspace.
- 3 Type the desired text into the “Upper Text” and “Lower Text” fields in the Properties panel.




Text typed in the Upper Text field will be centered at the top of the circle, and will run clockwise, while text typed in the Lower Text field will be centered at the bottom, and run counter-clockwise.

- 4 In the Font Field, select the desired font.
- 5 Click or tap Apply Changes.
You will see the text string adjusted accordingly.
- 6 You can now make any other changes (such as Text Height, Line spacing, etc.) to the text in the Properties panel; remember to Apply Changes each time to view the change.
For information on these properties, see “Adjusting Text Properties.”

Creating Monograms

Monogram text segments are always 3 characters in length and have their own unique sizing and shape properties.

To create standard Monogram text:

- 1 On the tool bar, click on the Add Text  tool.
- 2 In the Text Style panel, select Monogram.
The default text string “ABC” appears in the design workspace.
- 3 Enter the three letters of your monogram in the Letters field.
- 4 Select the font you want to use.
- 5 Click or tap Apply Changes.
The monogram will be adjusted accordingly.
- 6 You can now make any other change in the Properties panel; remember to Apply Changes each time to view the change.
For information on these properties, see “Adjusting Text Properties.”

Adjusting Text Properties

The Pacesetter BES Cloud Web Application Properties panel is on the right of the workspace. The Properties Panel allows you to modify various properties of a selected text segment. You can modify the text, choose a font, and select the height, alignment, and spacing of the letters.

The properties that you will see displayed will be slightly different depending on which type of text is currently selected.



Note that the appearance of the workspace may differ depending on the browser you are using; some browsers do not allow you to take advantage of all the features of this application.



After making any changes involving the Text Properties panel, tap or click the Apply Changes button at the bottom of the panel to apply them.

Changing the Text

Text is entered by way of the Text box on the properties panel. Note, however, that there is some variation on what you can type, depending on which kind of Frame is selected. For example, multi-line text segments can only be entered when a Normal Text frame is selected.

To edit text in the Properties panel:

- 1 Select the text object you want to edit.
- 2 In the Text area of the Properties panel, click or tap in the Text field to select it.
- 3 Type the desired text into the Text field.
- 4 Select Apply Changes to save your changes.

Changing the Font

You can change the font of text objects using the drop-down list of fonts in the Properties Panel. In the drop-down list, you will see that the font's name consists of a preview image of each font.




Displaying a Font's Available Characters

The Properties panel has a tool which displays all the characters (keystrokes) that can be entered for available embroidery fonts. For example, some fonts only allow you to enter uppercase characters, while other fonts allow you to enter both uppercase and lowercase characters.

Please note that not all fonts contain all of the special characters. To see which characters are available in any given font, check the font preview information for that font.

To display an embroidery font's available keystrokes:

- 1 Select a text segment.
- 2 In the Properties panel, select the font you want to use in the Font field.
- 3 Click or tap the font information  button at the top of the font field.

A new window will open.

4 In the new window, you will see:

- ◆ The list of characters available in that font. This includes standard letters, foreign language letters (e.g. é and ß) and special characters (e.g. ® and ™)
- ◆ Recommended heights for the font (maximum and minimum heights).



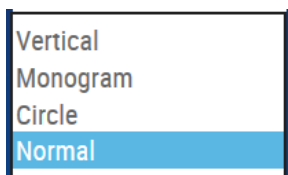
Changing Text Style

The Text Style can be changed for an existing text object in Pacesetter BES Cloud. You can change an existing text item to Normal, Vertical, Circle or Monogram style.



Text created with the Monogram tool cannot be changed to another text style. In addition, some characters may be lost when switching to the Monogram style, or by changing styles of a multi-line text segment.

To change the text mode, select the text, and then select the style desired from the Style drop down in the Properties panel.



This feature is useful when the text is already in position, but you want to change the frame that is applied to it.


Text Align

The Text Align setting applies only to text segments in Normal style. Alignment can be applied to lettering segments with more than one line, and it is equivalent to the alignment of paragraphs in word-processors. You can align your text to the left, right, or center.

Changing the Height of Lettering

With Pacesetter BES Cloud, it is easy to change the height of any lettering. Height refers to the tallest character in the desired lettering. So, when a text segment contains both uppercase and lowercase letters, it is the size of largest uppercase letters (usually) that is set by this property.



By default, the text height you see will be set in inches; however you can change the height units to mm by selecting the settings  tool.

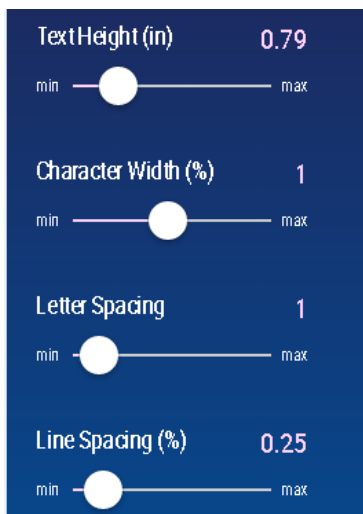
To change the height of lettering:

- 1 Select the lettering.
- 2 In the Properties panel, do one of the following:
 - ♦ Move the Text Height slider left or right to decrease or increase the text height.

The height value on the slider will be indicated by the number to the right of the Text Height field; this will be updated as you move the slider.

- ♦ Select the Text Height field (above the slider), and enter a value (between 0.10 in. and 5.0 in.).
- 3 Click Apply Changes to save your changes.

The text height will be altered accordingly.



Note that the appearance of the workspace may differ depending on the browser you are using. This especially applies to the text properties panel; some browsers do not allow you to take advantage of all the features of this application, such as the slider controls. However, you can always change the property settings directly by selecting the number you want to change and entering the new value directly.

Changing the Character Width

The Character Width property changes the horizontal width of letters in the text. The width value is expressed proportional to the original character width, rather than as an absolute, linear measurement. So, a width of 1 (or 100%) is the original, default width, 2 (or 200%) is twice the original width, 0.50 (50%) is half the width, and so on.

To change the character width:

- 1 Select the text you want to adjust.
- 2 In the Properties panel, do one of the following:
 - ♦ Move the Character Width slider left or right to decrease or increase the width.

The current width percentage will be indicated by the number to the right of the Character Width field; this will be updated as you move the slider.

- ♦ Select the Character Width field (above the slider), and enter a value (between 0.10 and 2.0).
- 3 Click Apply Changes to save your changes.
The character width will be altered accordingly.

Changing Letter Spacing

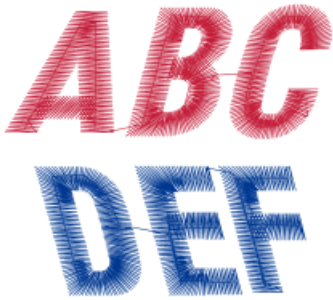
The Letter Spacing property controls the horizontal spacing between letters in a text segment. The normal (default) value for the font spacing is 1. Note that Letter spacing is relative to the base width of the letters in the particular font.

To change the Letter spacing:

- 1 Select the text object you want to adjust.
- 2 In the Properties panel, do one of the following:
 - ♦ Move the Letter Spacing slider left or right to decrease or increase the spacing.
The current spacing will be indicated by the number to the right of the Letter Spacing field; this will be updated as you move the slider.
 - ♦ Select the Letter Spacing field (above the slider) and enter a value (between 0.10 and 30.0).
- 3 Click Apply Changes to save your changes.
The letter spacing of the selected text will be altered accordingly.

Changing the Slant Setting

Pacesetter BES Cloud Web Application allows you to apply a slanted effect to letters in text. Slant changes the angle of the lettering relative to the vertical, where an angle of zero degrees is straight up and down. A positive value slants it to the right; a negative value slants your lettering to the left.



To change slant settings:

- 1 Select the text segment you want to alter.
- 2 In the Properties panel, select the Slant field.
- 3 Enter the slant value (between -100 and 100) you want to apply. To slant your lettering to the left, enter a negative value. To slant your lettering to the right, enter a positive value.
- 4 Click Apply Changes.

You will see your text altered accordingly.

Line Spacing

The Line Spacing parameter only applies to the Normal text mode. This property controls the spacing between lines in multi-line text segments. This quantity is expressed proportionally to (i.e. as percentage of) the Letter Height value.

To adjust the Line Spacing:

- 1 Select a Normal, multi-line text segment.
- 2 In the Properties panel, do one of the following:
 - ♦ Move the Line Spacing slider left or right to decrease or increase the spacing.

The current spacing will be indicated by the number to the right of the Line Spacing field; this will be updated as you move the slider.

- ♦ Select the Letter Spacing field (above the slider) and enter a value (between 0.10 and 5.0).
- 3 Click Apply Changes to save your changes.

You will see the line spacing altered accordingly.

Density Setting

Fill density relates to the distance between individual stitches. Density is measured in linear units (inches or millimeters).

Use the density setting to adjust your fill to suit the fabric you are sewing on. For example, fabrics with a very loose weave are less able to hold a large density of stitches; in cases such as this, you can lower the density of the fill.



The default stitch density is 0.4 mm/0.02 in.

To adjust Density:

- 1 Select the text segment you want to adjust.
- 2 In the Properties panel, do one of the following:
 - ♦ Move the Density slider left or right to decrease or increase the density of the fill.

*The current fill density will be indicated by the number to the right of the Density field; this will be updated as you move the slider. *
 - ♦ Select the Density field (above the slider) and enter a value (between 0 and 4.0).

Note that a lower density value will produce a higher stitch count.
- 3 Click Apply Changes to save your changes.

You will see your text's density altered accordingly.

Selecting the Connection Type for Lettering

Use the connection type settings to choose how letters are connected within text segments. The connection options are As Digitized, Closest Point, and Furthest Point.



Note that the Connection type setting is only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.

To select the connection type:

- 1 Select a text segment.

- 2 On the properties panel, select one of the following connection types:
 - ◆ Select **As Digitized** to retain the original connections the text was digitized with.
 - ◆ Select **Closest Point** to make the shortest connection between letters in the
 - ◆ Select **Furthest Point** to connect the letters using the farthest connection between them.
 - ◆ Click Apply Changes.

The lettering will be altered accordingly.

Choosing a Fill Pattern

You can choose a fill pattern to apply to the fill stitching of text segments. By default, a satin stitch will be used for text fill, but here are a variety of other patterns that can be applied.

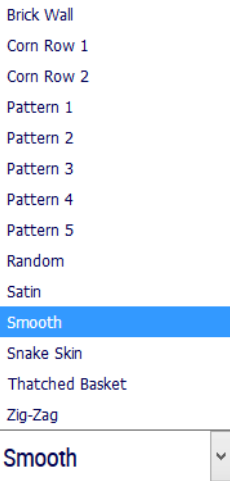


Note that the Fill Pattern setting is only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.

To choose the fill pattern:

- 1 Select a text segment.
- 2 Click on the arrow on the right of the Fill Pattern field to display a list of patterns.

You see a list of patterns.
- 3 From the list, select a pattern.



4 Click Apply Changes.

The fill of your text segment is altered accordingly.

CHAPTER 3:

Editing Designs

In Pacesetter BES Cloud, you can open and save designs in the cloud, and also create entirely new design files. You can also import (or “merge”) designs from the cloud into the new design you have created. If you have a Brother sewing/embroidery machine with a network connection, you will be able to send the design to the machine.

You can also use Pacesetter BES Cloud to change thread colors and resize, rotate, and align the individual components of the design.

Topics covered in this chapter:

- Saving designs, and the different stitch file types that are available.
- Selecting, copying, and pasting components of the design.
- Moving and aligning items in your workspace.

Creating, Opening and Saving Designs

The Pacesetter BES Cloud Web Application allows you to open designs from the Cloud, edit them, and save back to the Cloud. Note that registration is required before uploading or downloading designs to the cloud.




If you experience issues sending designs to the Cloud (e.g., if your connection being is blocked by your firewall) note that BES Cloud Web Application uses port 80 to connect to the Cloud.

You should also ensure that **BesLet4.exe** is included in the Trusted Apps list on your antivirus software.

You can also create a new, unnamed design, import other designs into it, and add text. You can then save it to the Cloud or send it to the machine.

Creating a New Design

To create a new, untitled design:

- 1 Select the New  tool.

If there is already a design open in your workspace, you will see a warning message that all current segments will be cleared if you proceed.


- 2 Select OK.

A new, empty, untitled design will open in the workspace.

Opening a Design from the Cloud

The Open from Cloud tool allows you to open any design uploaded to your Pacesetter BES Cloud storage account. You can also upload designs from a local computer on the Open from Cloud Page, by clicking the Upload button at the top-right of the screen.

To open a design from the Cloud:

- 1 Select the Open from Cloud  tool.

You see the Open from Cloud page, showing all the designs that have previously been saved to the Cloud.



You can click or tap the Show All button to filter the designs by file type - you can choose to show *.brf files only, *.pes files only, or leave the setting as Show All to display both file types.

- 2 (Optional) Click or tap Upload to upload a design from a local computer. (Note that Upload does not appear if you are accessing the application from an iPhone or an iPad.)
- 3 Select a design from one of the thumbnail images.

The design will open in the workspace.



Note that when you open an existing *.brf design file (e.g., one that was created in the desktop version of BES4 Dream Edition) all segments will be grouped by default.

Designs that are in the process of being uploaded to the Cloud will be marked "Pending Process" on the Open from Cloud page. You will not be able to open them until the processing has completed.




In order to see if the processing has finished, click or tap the Refresh button to refresh the page. When processing has completed, the "Pending Process" text will be removed and you will be able to open them.

Saving Designs to the Cloud

The Save to Cloud tool allows you to access your own free cloud storage space, which you can use to upload and download your embroidery designs at any time.

To save a design to the Cloud:

- 1 Create a new design, or open an existing design.
- 2 Select the Save to Cloud  tool.

You will see the Save to Cloud dialog.

- 3 Enter a name into the Filename field.
- 4 Select the file type you want to save the design as – *.BRF (outline) or *.PES (stitches).
- 5 Tap or click Save.

When the upload to the cloud is complete, you will see a dialog confirming that the design was saved successfully.
- 6 Click OK to dismiss the dialog.

Sending Designs to Machine

When you are using the BES Cloud Web Application on the same network that your embroidery/sewing machine is on, you can send designs directly to the machine for sewing. If you have configured a connection to a Brother embroidery/sewing machine in Pacesetter BES4 Dream Edition, you will be able to send them via your local wireless connection.

For more information about configuring the wi-fi connection to the sewing machine, refer to the Pacesetter BES4 Dream Edition manual under “Editing Designs—Sending Designs to the Machine.”




Important: The Send to Machine tool requires a 2.4 GHz router to function.



If you experience issues communicating with the embroidery machine (e.g., the connection being blocked by your firewall) note that BES Cloud Web Application uses port 80 to connect to the machine. You should also ensure that **BesLet4.exe** is included in the Trusted Apps list on your antivirus software.

To send a design to the machine:

1 Create a new design, or open an existing design.

2 Select the Send to Machine  tool.

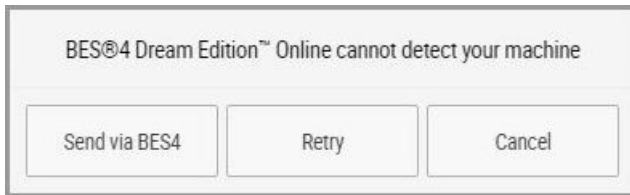
If the connection is available, the design will be sent directly to the machine; you see a dialog confirming that the design has been sent.

3 Click OK to dismiss the dialog.

The Design will be placed in the bPocket folder on the embroidery/ sewing machine.

Note: Sending designs to the machine when Machine card cannot be detected

If your machine connection is not available, you will see the following dialog when the Send to Machine tool is activated:




If BES Cloud Web Application cannot connect to the embroidery machine, you have three options:

- Choose Send via BES4 to send the design through Pacesetter BES4 Dream Edition. If that program is not currently running, all designs that you sent while it was off will be sent to the machine the next time you open it.
- Choose Retry to try to send the design again via your wi-fi internet. You must be on the same network as your Flashair machine card.
- Choose Cancel to stop sending the design and try again later.

Sending Multiple Designs to the Machine

For customers who have purchased the Power Pack upgrade for their BES 4 Dream Edition software, it is possible to send multiple designs to the machine at the same time. To do this, you use the Open from Cloud view, and select all the designs you want to send from that window.

To send multiple designs to the machine:

- 1 In the File tools, click the Open from Cloud  tool.
You see the Open from Cloud window.
- 2 Check the boxes in the upper-left corner of each design you want to send to the machine.




- 3 Click Send to Machine.
If the connection is available, the selected designs will be sent directly to the machine; you see a dialog confirming that the designs have been sent.
- 4 Click OK to dismiss the dialog.
The Design will be placed in the bPocket folder on the embroidery/ sewing machine.

Design Editing Tools

Duplicating Text or Design Segments

You can use the Duplicate tool to make multiple copies of the selected segment.

To Duplicate a segment:

- 1 Select one or more design components you want to copy.
- 2 On the tool bar, select the Duplicate  tool.
A new copy of the selected segment will be generated; it will be placed right on top of the original selection.
- 3 Using the select tool, move the duplicated segment to the desired location in the design.

Aligning Items in the Design Horizontally and Vertically

You can align lettering or design components horizontally or vertically using the Align tools on the Arrange tab.

To align design components:

- 1 Select the components of the design (text and/or imported design) you want to align.
- 2 On the tool bar, select the Align tool.
- 3 From the drop-down list, select one of the following:
 - ♦ **Left horizontally:** Aligns all selected objects to the left-most item selected.
 - ♦ **Right horizontally:** Aligns all selected objects to the right-most item selected.
 - ♦ **Center horizontally:** Takes all selected objects and centers them in the selection box; the objects are moved so that they are centered left-to-right with each other, but they are not moved up or down.
 - ♦ **Top vertically:** Aligns all selected objects to the top-most item selected.
 - ♦ **Bottom vertically:** Aligns all selected objects to the bottom-most item selected.

- ◆ **Center vertically:** Takes all selected objects and centers them vertically; the objects are moved so that they are centered top-to-bottom with each other, but they are not moved left or right.
- ◆ **Center to hoop:** Centers the selected objects in the current hoop.




If more than one object is selected, the entire group is moved together to the center of the hoop; the objects selected remain in the same position relative to each other as they had before being centered.

Moving Parts of a Design Manually

You can move the component parts of your design relative to each other by dragging them to another location.

To move a design component manually:

- 1 Click the Select  tool.
- 2 Click and drag or touch and drag the design component to its new location.

Rotating Design Components

Rotating a design component moves it around the center point of the selection. You can rotate any segment (or group) using the round handle at the top of the frame.

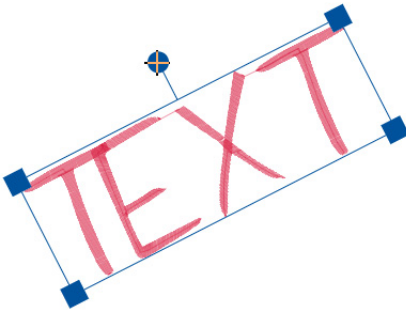
You can also use the Rotate left and Rotate Right tools on the Editing toolbar to rotate objects in 90° increments.



Note that the Rotate Left and Rotate Right tools are only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.



To rotate segments using the frame handle:

- 1 Select one or more segments you want to rotate.
The active segment is enclosed in a selection box with handles.
- 2 Hover over the circular handle at the top of the selection frame.
You see the cursor change to a cross hair.



- 3 Click and drag the rotation handle to the left or right to adjust the box to the angle you want.
- 4 Release the mouse.
The segment is placed in its new orientation.

To rotate segments using the Editing tools:

- 1 Select the segment or group that you want to rotate.
The active design component(s) is enclosed in a selection box.
- 2 From the Editing tool, select one of the following:
 - ♦ Rotate Left  to rotate the selected segments to the left in 90° increments.
 - ♦ Rotate Right  to rotate the selected segments to the right in 90° increments.

The orientation of the selected text segment or design will be altered accordingly.




Flipping Design Components

The Flip Horizontal and Flip Vertical tools reflect the selected object (or objects) across an invisible horizontal or vertical axis, respectively.



Note that the Flip Horizontal and Flip Vertical tools are only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.

To flip a design or text object:

- 1 Using the Select  tool, select the design or text object that you want to flip.
- 2 From the Editing tools, select one of the following:
 - ◆ Use the Flip Vertical  tool to flip selected objects vertically.
 - ◆ Use the Flip Horizontal  tool to flip selected objects horizontally.


The orientation of the object is changed accordingly.

Resizing segments

Resizing a segment enlarges or reduces it horizontally and vertically, relative to the percentage you designate. You can manually resize segments in the workspace, or use the Transform dialog for finer control.



If you are resizing *.PES (stitch) files, use the Pacesetter BES4 Dream Edition desktop software for best results.

If you use the Transform  to resize the selection, you have the option of resizing by absolute size, or a percentage of the segment's current size.




For customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition, the stitches will be recalculated when resizing (applies to *.BLF file types only).

To resize segments manually using design handles:

- 1 Select one or more segments.
The active segment(s) is enclosed in a selection box with handles.
- 2 Click and drag the design handles located at the top or bottom corners of the selection box.
The design segment will be resized proportionally.

To resize segments using the Transform tool:

- 1 Select the segment or text.
The active segment is enclosed in a selection box with handles.
- 2 On the tool bar, select the Transform  tool.
- 3 You see the transform tool dialog.



Transform

Absolute ▾

Width (mm)
38.66

Height (mm)
38.06

Angle
0


Cancel OK

- 4 Do one of the following:
 - ◆ To resize by absolute (linear) values, select **Absolute** in the drop down list at the top of the dialog; enter the desired width or height in the corresponding fields; the design will scale proportionally.
 - ◆ To resize by percentage, select **Relative** from the drop down list at the top of the dialog; enter the desired percentage change (where 1 has a value of 100%) in the width or height of the corresponding fields.
- 5 Click OK.





Note that it is also possible to adjust the angle of the selected object in the transform tab.

Deleting Design Components

Deleting a design component removes it from the design. The only way to retrieve a design component you delete is to use the Undo  tool immediately after you delete it.

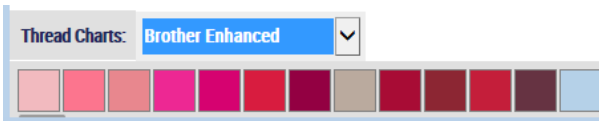
To delete a design component:

- 1 Tap or click the Select  tool.
- 2 Select the design component you wish to delete.
- 3 Select the Delete  tool.
You will see a warning message, asking you to confirm the deletion.
- 4 Click OK in the message dialog.
The selection will be removed from the design.

Working with the Color Palette

In Pacesetter BES Cloud, you can change the color of any segment of your design, whether it be text or a merged stitch file. If you can select it, you can change its color.

The color palette, which is located along the bottom edge of the design space, shows you the thread colors that are available in the thread chart that is currently selected.



Selecting a Thread Chart

The Pacesetter BES Cloud comes with a large number of the popular manufacturers' thread charts installed. You can choose a thread chart by clicking on the drop-down list and selecting the chart you want – those thread colors will be loaded into the color palette.

Changing a Thread Color

Pacesetter BES Cloud Web Application allows you to adjust the colors of the lettering you create, or any segment of the design, by using the Color Palette; do this by choosing thread objects in the Color palette.



Text segments and designs may be selected using the Select tool or the sequence view. However, to select the individual (i.e. ungrouped) components within a design, you must use the Sequence view.

To change thread colors:

- 1 Do one of the following.
 - ♦ Select a segment using the Select tool.
 - ♦ In the Sequence view, select one of the segments.
- 2 In the Color Palette, tap or click the swatch in the thread palette that you want to use to replace the current color.




If you are accessing Pacesetter BES Cloud on a computer, you can hover over a color swatch on the palette in order to display the chart name, color name, and index number of the thread.

If you are using a tablet, you can press and hold to display this information.

The color will be changed in the design.

Sorting Colors within a Design


The Color Sort  tool enables you to rebuild a design that has the same color used more than once into a design with a minimum of color stops.

The Color Sort tool analyzes a design to see if any colors are repeated. It then looks to see if any of those repeated colors can be combined into a single layer. If so, the Color Sort tool automatically changes the sequence of the stitch paths so that segments or groups of the same color are put together. If not, the color layers are left intact




Note that the Color Sort tool is only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.

To use the Color Sort tool:

- 1 Open a design containing multiple colors.
- 2 On the Edit toolbar, click the Color Sort  tool.

Where possible, the thread colors will be grouped together by color.

Adding Basting Stitches


The Auto Baste  tool sews a series of stitches that will baste a rectangular outline around the edge of a design. The basting stitches help you to see that your hooping is lined up correct and straight.

The basting stitches start at the center of design; these initial stitches are just jumps and do not sew. Then, a run stitch is sewn around the outer edge of the design. The next color is then the starting color of the design.



Note that the Auto Baste tool is only available to customers who have purchased the Power Pack upgrade to Pacesetter BES4 Dream Edition.

To add basting stitches to a design:

- 1 Open a design from the Cloud, or create a new design.
- 2 From the Editing tools, select the Auto Baste  tool.

The basting stitches appear around the design.

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