FontWorks – Monograms

FontWorks will make it easy to create the perfect monogram for any project.

Table of Contents

Creating Monograms

Monograms are fun and easy to create and can be a great way to make the perfect gift.

1. Left click **New** on the Quick Access tool bar.

2. Left click **Draw 3D**

3. Left click **Hoop**

4. Left click **Monogram Text**
5. Left click inside the hoop on the design page.
6. A monogram object "ABC" is created.

Open the font window and the 23 monogram fonts are displayed

1. Two of the monogram fonts also include frames
2. Open the Font window and select the Diamond Monogram font
3. Open the Décor window and the 10 framed versions of the font are displayed

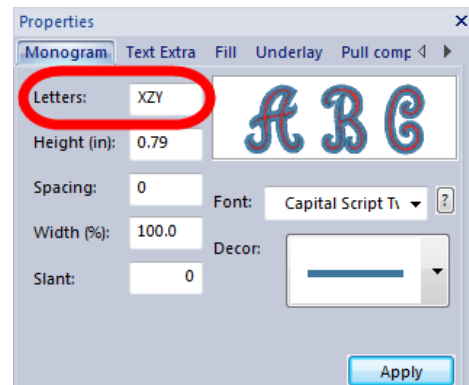- Select the framed version desired and left click Apply

- The ABC monogram on the design page changes

4. The other font that has frames is the Round Monogram
    - Open the Font window and select Round Monogram
    - Open the Décor window and select the frame style desired
    - Left click Apply [Apply] and the monogram on the design page changes
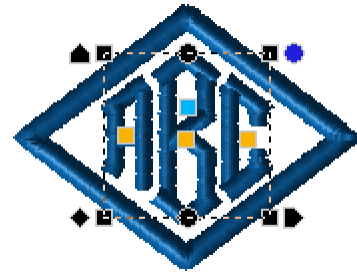
Some of the fonts in the monogram list are the same styles found in the font list for text, but here those same fonts will automatically give you a larger center letter.

1. Open the Font window and select **Capital Script Two Color**.
2. The Décor window on this font has a line indicating that the font does not have any décor frames
3. Left click and drag to select the letters in the Letters box in Properties
    - Type the letters needed for your monogram in the letters box in the Letters box
    - Type the letters in the same order that they will appear in the monogram
    - The larger center letter is normally the initial of the last name
    - And you may want to engage the Caps Lock on your keyboard when you are typing monograms so everything you type is upper case letters
4. Left click **Apply** [Apply]
5. And it is just that easy to create a monogram!

The editing on a monogram is the same as the editing on Normal text. You will find Height, Spacing, Width and Slant in the Properties box. And you will have the editing control points that you are familiar with on the design page.

1. Click and drag to highlight the number in the Height box in Properties
2. Type **3** and left click **Apply** [Apply] to change to a 3 inch tall monogram.

3. Click and drag to highlight the number in the Spacing box in Properties
4. Type **3** and left click **Apply** [Apply] to add additional space between the letters in the monogram.

Changing the colors in this lettering will be a little different because there are two colors in these letters.

1. Left click on a gold color chip in the Color Palette to change the blue to gold.
2. A box pops open to ask if you want to change color 1 or color 2
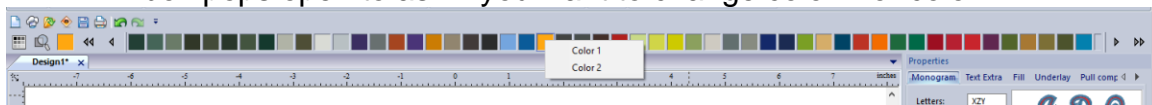
3. If you are not sure which color sews first and which color sews second there is an easy way to know.
4. Look just below the design page and you will see the Drawbar and the Sewing Simulator
5. The Drawbar shows the colors in the order they will sew.
   - It is easy to see that the blue will sew first and the red is color 2.

6. If you click and drag the cursor on that drawbar, you will see the letters stitch on the design page.

7. Or you can use the Sewing Simulator [◄ II ► —⌂—] just to the right of the Draw Bar to watch the letters stitch.

   - Left click the arrow that points to the right [◄ II ⊙ —⌂—] to see your pattern sew.

   - Left click on the hash marks in the center [◄ ⊙ ► —⌂—] to pause the simulated sewing.

   - Left click on the arrow pointing to the left [⊙ II ► —⌂—] to see your pattern sew in reverse. (Too bad we do not have machines that can do that!)

   - Use the slide [◄ II ► —⌂—] to adjust the speed of the simulated sewing.

8. Now that you know which of the colors in your monogram is Color 1 and which is Color 2, you can quickly change your colors.

- Left click on the **gold color chip** ▨ in the Color Palette

  Color 1
  Color 2

- Left click **Color 1**
- Left click a **green color chip** ▨ in the Color Palette

  Color 1
  Color 2

- Left click **Color 2**

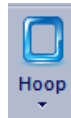9. Save and sew your monogram

Standard Font Monograms

You can also create monograms with your standard lettering. There are a lot more fonts available in the standard font list and that makes additional styles of lettering available. With a little editing, you can create wonderful monograms using your standard fonts.
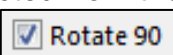
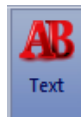1. Left click **New** 📄 on the Quick Access toolbar

2. Left click to turn on **Draw 3D**

3. Left click the **Hoop icon**
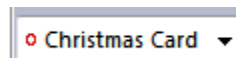
   - The **130mm x 180mm** hoop `130mm X 180mm` (5.12" x 7.09") should still be selected from the previous exercises and it should still be rotated 90 ☑ Rotate 90
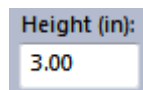
4. Left click **Text**

5. Left click on the **design page**

6. Open the Font window and select **Christmas Card** `○ Christmas Card ▾`

7. **Type** the desired monogram letters in the Text window

8. Change the Height to **3 inches** Height (in): 3.00

9. Left click **Apply**

   - And the letters are created in the default satin stitch style.

- All three letters are the same size because this is a standard font

Christmas Card is also an Outline font, so in addition to having the editing options we need to create a monogram; we can also change the style of the stitching.

1. Left click to open the **Style window** in the Properties box
2. Left click to select **Applique**

Style: Appliqué   ▼

Height (in):
3.00

3. Change the Height to **3 inches**
   - The Height changed to the default height for applique when the new style was selected
4. Left click **Apply**   Apply
   - And the letters on the design page are changed to applique

Now what is needed is a little editing to make the letters look more like a monogram

1. Edit the letter on the left

   - Left click the **gold box** ▮ on the letter at the left of the monogram
   - Left click and drag the **green boxes** on the corners of the selection box around your letter to re-size the letter so it is smaller than the center letter
   - Click and drag to move the letter into the desired position at the left side of the center letter

2. Edit the letter on the right

   - Left click on the gold box ▮ on the letter at the right of the monogram
   - Use the green boxes on the corners of the selection box around your letter to re-size the letter so it is the same size as the letter on the left
   - It may be easier to see that you have the sizing right if you click and drag to move the letter over to the left.
   - Left click and drag to move it next to the letter on the right and you can easily see if the size looks right.
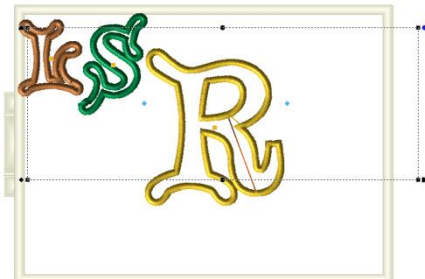
3. When you are satisfied with the size, left click and drag to move the letter into the desired position on the right side of the monogram.

All that is left to do is to get the monogram centered in the hoop so it is ready to be saved and stitched
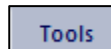
1. Left click the **black arrow** at the bottom of the **Select icon**
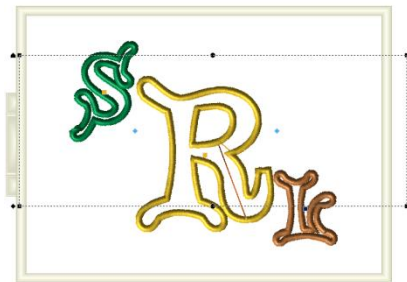2. Left click **Select All**
3. Left click the Tools tab
4. Left click **Center**
5. Save the monogram
   • The dotted line for the selection box extends outside of the hoop, but the letters are all completely inside the hoop, so it will save and you will be able to stitch the pattern

Adalynn	Almonte	Aunt Bertha	Bumble Bee
Cajun Boogie	Camp Granada	Christmas Card	Classy
Deborah	Eldorado	Emmy	Fabian
High Def	Hobby Horse	Impulse	Independence
Keepsake	Lazy Days	Oliver	Pointedly
Slapdash	Smooth Block	Sports Block	Sweet as Candy

Shirt Cuff Monogram

A small monogram on a man's shirt cuff is easy to do and can give a dress shirt a high-end look and feel.

This is another style of monogram that you may want to create using a standard font rather than a monogram font because the letters in this type of monogram will be very small

1. Monograms on a shirt cuff will be ¼" to 3/8" tall (6mm to 8mm tall)
   - You might even want to change your FontWorks to give measurements in millimeters for this
   - It is just easier to type 6 or 8 in the Height box instead of .25 or .31
   - Right click anywhere on the ruler at the edge of the design page and select Metric ☑ Metric from the pop-up menu to change to metric
2. Shirt cuff monograms can have a larger center letter, but they may also be stitched with letters that are all the same height.

3. The monogram should be on the left-hand cuff and should face away from the wearer.

The color used to embroider these monograms is also an important consideration

1. Although the thread does not have to match the exact shade of the shirt, the color should match the shirt fabric
   - So, the monogram on a light blue shirt should be stitched in blue, but it is your choice to use a navy-blue thread or a light blue thread

Creating the monogram will be easy. You will just need to select a font that will work at these very small sizes.

1. There are three monogram fonts that can be made small enough to monogram a shirt cuff
   - LongHand can be sized as small as 8mm
   - Typewriter can be sized as small as 8mm
   - Vogue can be sized as small as 7mm
2. Using any of the monogram fonts listed above will give you a monogram with a larger letter in the center
3. Any of the 30 standard fonts shown in the chart below can be sized small enough to create lovely cuff monograms
4. These standard fonts will give you a monogram with all letters the same height for a classic tailored look
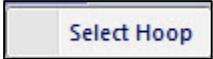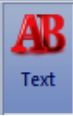
Artful minimum 8mm	**Full Block 2** minimum 8mm
Block minimum 5mm	**Glory** minimum as 7mm
Block 2 minimum 5mm	**Goudy Bold 2** minimum 6mm

Bold Block minimum 5mm	**Holbrook** minimum 8mm
Breeze Script minimum 7mm	**Longhand** (minimum 8mm
Brownstone minimum 7mm	**Machine Script** minimum 8mm
Caesar Italic minimum 7mm	**Mackenzie** minimum 7mm
Cajun Boogie minimum 8mm	**Primer Print** minimum 8mm
Camp Granada minimum 5mm	**Scandinavian** minimum 7mm
Children minimum 8mm	**Scroll** minimum 8mm
Classic Script minimum 8mm	**Sponge** minimum 7mm
Creampuff minimum 7mm	**Tall Block** minimum 7mm
El Dorado minimum 7mm	**Teddy Bear** minimum 6mm
Exclaim minimum 8mm	**Typewriter** minimum 8mm
Finesse minimum 6mm	**Vogue** minimum 7mm

Create a Monogram for a Shirt Cuff

To create your monogram:

1. Left click **New** on the Quick Access toolbar
2. Right click anywhere on the ruler at the edge of the design page and

    select Metric ☑ **Metric** from the pop-up menu to change to metric

3. Left click to turn on **Draw 3D**

4. Left click the **Hoop icon**

    - Left click **Select Hoop**
    - Select the smallest hoop you have available for your machine
    - This will probably be either the **60mm x 40mm hoop**
      60mm X 40mm (2.36" x 1.57") or the **100mm x 100mm hoop**
      100mm X 100mm (3.94" x 3.94")

5. Left click **Monogram Text** if you want the larger center letter or

    Text if you want to use one of the standard fonts in the chart above.
6. Left click on the **design page**
7. Open the Font window and select the desired font
8. **Type** the desired monogram letters in the Text window

9. Change the Height to **8mm** | Height (mm): | 8.0 |

10. Left click **Apply** [Apply]

Sew a Shirt Cuff Monogram

Getting this monogram is the correct position is essential.

1. A shirt cuff has two layers of fabric and a layer of interfacing and the stitch count on these small monograms is very low, so you do not need to use stabilizer.
2. Press the cuff.
   - You may want to use a little spray starch on this.
   - The slight stiffness added to the fabric by the starch acts as an additional stabilizer.
3. Fold the cuff to find the center and place a pin to mark the center of the cuff
4. Measure 1 3/8" from the pin toward the buttonhole
5. Place a pin to mark.
6. This will be the center of the monogram
7. The monogram should be ¼" to ½" above the cuff edge.
   - This should place the bottom of the letters just above the top stitching on the cuff.
8. Hoop the cuff in your smallest embroidery hoop

To sew the monogram:

1. Move the monogram so it is centered in the spot marked with the crossed pens
   - The needle should be right over the spot where those pins cross
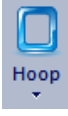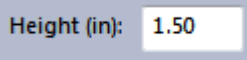   - If your machine has the option to use the Needle Beam [ ] it will be even easier to line this up as you can see in the picture at the right.
2. Remove the pins
3. Sew the monogram
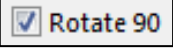
Add Color Changes

Although monograms would traditionally be stitched in just one color, you do have the option to add multiple colors to any of your lettering in FontWorks.

1. Left click **New** on the Quick Access toolbar

2. Left click to turn on **Draw 3D**

3. Left click the **Hoop icon**
   - The **130mm x 180mm** hoop (5.12" x 7.09") should still be selected from the previous exercises and it should still be rotated 90 ☑ Rotate 90

4. Left click **Monogram**
5. Left click on the **design page**

6. Open the Font window and select **Cheers** Font: Cheers

7. Change the Height to **1.5 inches** Height (in): 1.50

8. Change the **Spacing to 4** Spacing: 4

9. Left click **Apply**
   - And a monogram is created and all three letters are the same color

To add color changes between the letters, you will need to go back to the text you typed in the Properties box or in the Letters box
1. Left click to place the cursor between the first two letters of the monogram in the Letters box in Properties

2. **Type a tilde ~** between those letters   Letters: A~BC
   - The tilde ~ is the wavy line that would be above the letter n in piñata in Spanish
   - You will generally find the tilde ~ in the upper left corner of your keyboard

3. Left click to place the cursor between the second and third letters of your monogram in the Letters box in Properties

4. **Type a tilde ~** between those letters also `Letters:    A~B~C`

5. Left click **Apply** `Apply`
- And the letters will be changed to three different colors
- And they will also be changed to all be the same height
- It will be easy to change to the colors you want to use and to edit the center letter so it is larger again

The colors applied to each letter have been selected for you by the program

1. Left click on a **color chip** to select a color for the large monogram letter in the center
   - A box opens to ask if you want to change color 1, color 2, or color 3.
   - Left click on **Color 2** and the large center letter changes to your selected color
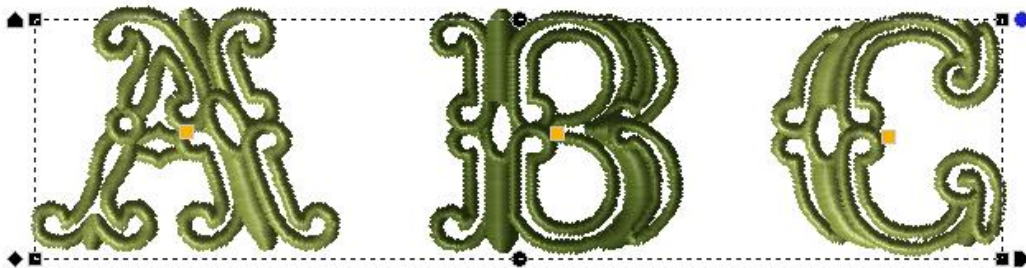
   > Color 1
   > Color 2
   > Color 3

2. Left click on a **color chip** for the first letter of the monogram
   - When the box opens to ask which color, select **color 1** and the letter on the left changes to your color

3. Left click on a **color chip** for the last letter of the monogram
   - It can be the same color used for color 1 if you want the side letters to match
   - When the box opens to ask which color, select **color 3** and the letter on the right changes to your color

Adding color changes works exactly the same way on both the monogramming fonts and the standard fonts. If you insert a tilde ~ between the letters when you

type in either the Text box or the Letters box in Properties, you will have color changes!

Now to re-create that large center letter:

1. Left click the **gold box** ⬛ on the center letter of the monogram
2. Left click and drag the **green boxes** on the corners of the selection box around your letter to re-size the letter so it is larger than the other letters
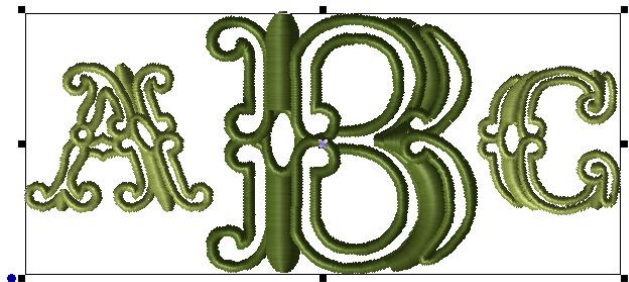3. Left click and drag to move the letter into the desired position in the center of the monogram

4. Left click the **black arrow** at the bottom of the **Select ico**n
5. Left click **Select All**
6. Left click the Tools tab
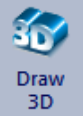
7. Left click **Center**
8. Save the monogram

Outline Font Monograms

One of the reasons that you might choose to use a standard font for your monogram is the ability to use some of the different styles of stitching available on the Outline style fonts.

Try creating a large single letter monogram using some of the Outline styles and you may be hooked on this new approach to monograms with a different look!

1. Left click **New** on the Quick Access toolbar
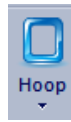
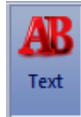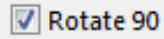2. Left click to turn on **Draw 3D**

3. Left click the **Hoop icon**

   - The **130mm x 180mm** hoop `130mm X 180mm` (5.12" x 7.09") should still be selected from the previous exercises and it should still be rotated 90 ☑ Rotate 90

4. Left click **Text**
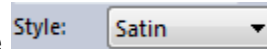5. Left click on the **design page**
6. Type the letter needed for your monogram in the Text window
   - The sample uses a single letter "B"

7. Open the **Font wi**ndow and select **Marve**

Font: ☐ TTF
○ Marve   ▼

8. Open the **Style window** and select the **Satin** style   Style: Satin   ▼
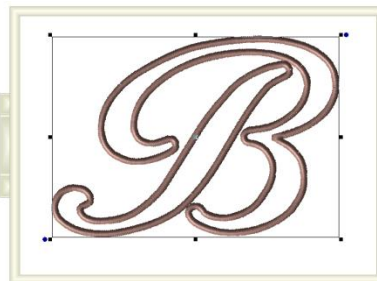
9. Left click **Apply**

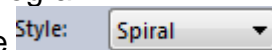10. Change the Height to **4 inches**   Height (in): 4.00

11. Left click **Apply**

12. Left click on a **color chip** to select a color for your monogram

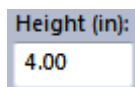Or try using a Spiral stitch for a fun look for that large monogram

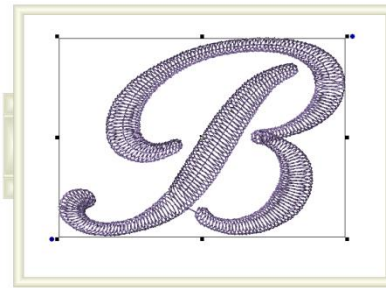1. Open the **Style window** and select the **Spiral** style   Style: Spiral   ▼

2. Left click **Apply**

3. Change the Height to **4 inches**   Height (in): 4.00

4. Left click **Apply**

5. Left click on a **color chip** ▯ to select a color for your monogram
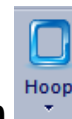
Two Font Monograms

You can also create interesting monograms by combining two different fonts

1. Left click **New** ▯ on the Quick Access toolbar

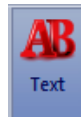2. Left click to turn on **Draw 3D** ▯

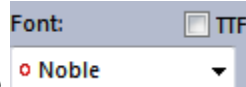3. Left click the **black arrow** at the bottom of the **Hoop icon** ▯

    - Left click **Select Hoop**
    - Select the **100mm x 100mm** hoop ▯ (4" x 4")

4. Left click **Text**
5. Left click on the **design page**
6. Open the **Font window** and select the font
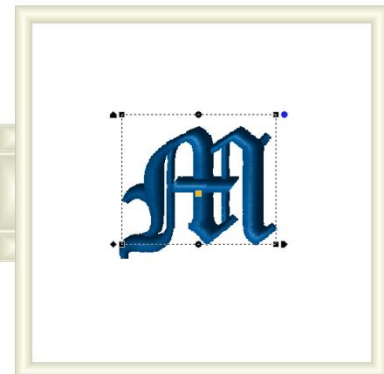
    called **Noble** ▯

7. **Type** the center letter needed for your monogram in the text box in properties

    - The sample used the letter "M" as the center letter of the monogram
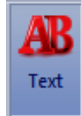
8. Change Height to **1.5 inches**
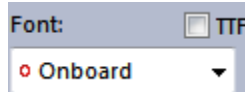9. Left click **Apply**

In order to use a different font for the letters on the left and right, you will need to create a second set of letters

1. Left click **Text**
2. Left click on the **design page twice**
   - The first time you left click on the design page, the letter "M" is un-selected
   - The second time you left click on the design page, a new "MY TEXT" is created
3. Open the **Font window** and select the font

   called **On Board**
4. **Type** the letters needed for the right and left sides of the monogram in the text box in properties
   - The sample used the letters "L" and "A" on the left and right sides respectively
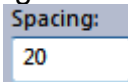
5. Change Height to **.75 inches**
6. Left click **Apply**

We need space between these letters so they can sit on either side of our center letter. We could use the gold boxes ▇ to select each letter and position it. But it may be quicker to use the Spacing control

1. Change the **Spacing to 20**
2. Left click **Apply**

3. Depending on the font and the size you have chosen, you may need to set the spacing at a different number than the one used in this sample.
   - A larger number will give you more space between the letters
   - A smaller number will give you a smaller space.
4. This font needs more space between those letters

Spacing:
45

5. Change **Spacing to 45**

6. Left click **Apply** Apply
    - And now there is enough space
      between the letters to fit them
      around the center letter

7. Click and drag to position your letters
    around the center letter.
    - And you have a monogram created from two different fonts in two
      different sizes!