



LEARN & CREATE

with Baby Lock



FontWorks - True Type Fonts

The lettering possibilities in FontWorks are very nearly unlimited. In addition to the beautiful embroidery fonts that are included with your FontWorks program, FontWorks can auto-digitize the True Type fonts used by your computer printer.

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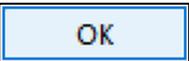
Set up

1. Left click **Draw 3D** 

2. Left click **Hoop** 

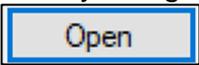
- Left click **Select Hoop** 
- Left click to place a check mark to **rotate the hoop 90°**

Rotate 90

- Left click **OK**  to close the Hoop box

3. Left click **Merge Design**  on the Quick Access tool bar to bring in an embroidery design

4. Select the embroidery design and

left click **Open** 

5. Click and drag the embroidery to the left side of the hoop



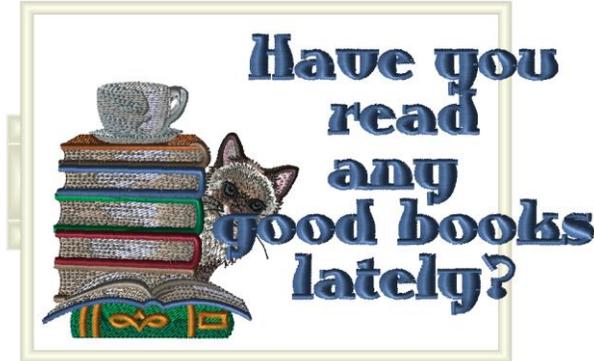
Create Text



1. Left click the **Text Tool**
2. Left click on the **design page**
3. “MY TEXT” is placed on the page
 - The font used will be the last font you selected and used
 - Even if your FontWorks has been closed, the program remembers what font you were using last time
4. The Properties box opens on the right side of the page
 - Left click and drag to select the Text in the Properties box
 - Type “**Have you read any good books lately?**”
 - Type exactly how you want the stitched lettering to look
 - Use the same upper-case, lower-case letters and punctuation that should be stitched
 - If you want the lettering to be more than one line, simply touch Enter on the keyboard to drop down and type the next line just as you would when typing an email
5. Left click **Apply**

Apply

 and the lettering on the design page changes to the letters you typed



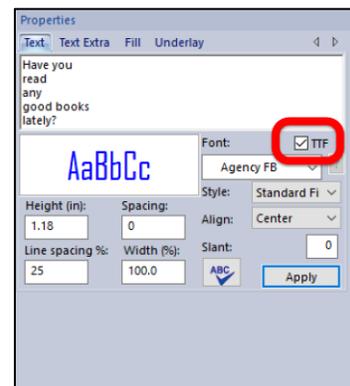
Select a True Type Font

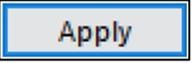
There are two different font lists that can be viewed in the Properties box

1. If there is no check mark in the box labeled TTF



, then the professionally digitized embroidery fonts that are included with your FontWorks program will be displayed in the Font List



2. If you left click to place a check mark in the TTF box , the True Type fonts available in your computer will be displayed in the Font List
 - True Type fonts are the fonts used by your computer printer
 - Your list of fonts may be different than the ones you see on the list shown in this class because you have different programs and printers than those used by the teacher
 - True Type fonts are installed in your computer along with the programs you use to print, including but not limited to:
 - Computer printer software
 - Word processing programs
 - Desktop publishing programs
 - Scrapbooking or greeting card programs
3. Left click the **down arrow**  at the right of the Font box to open the Font List
 - Scroll through the Font List
 - As you scroll through the list a preview of each font is shown in a box to the left of the list
4. Left click to select a font
 - The font used in the sample is French Script
5. Left click **Apply** 
 - FontWorks auto-digitizes the letters you typed in the selected font
 - The letters on the design page change to display the selected font
6. Left click **Zoom to Fit** in the zoom tools section of the Home tab ribbon



Edit True Type Text

If you look closely at the text you will find that the letters were created with a fill stitch



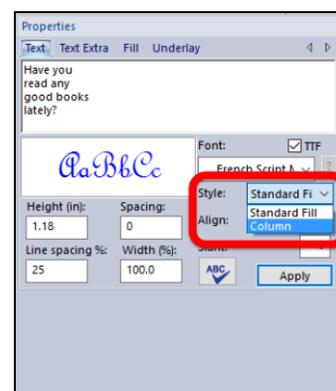
1. All the stitches run left to right

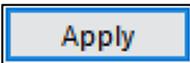


2. A fill stitch is used as the default because satin column stitches can only be used on small to medium sized fonts.
3. A satin column stitch cannot be used to sew any column that is wider than 10mm

- In larger letters with wide columns a fill stitch would be needed
- The letters for this project will not need to be large enough to require a fill stitch, so this text can be changed to a Column satin stitch

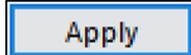
4. Left click the **black down arrow on the Style window** in the Properties box
5. Select **Column**



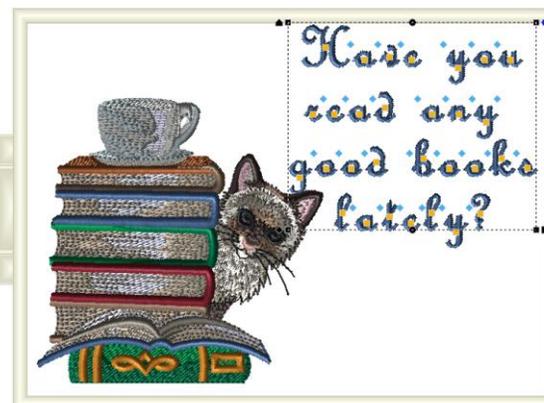
6. Left click **Apply**  and the letters are changed to a satin column stitch

Resize and reposition the lettering.

1. Left click and drag the **black control point at the upper left corner of the lettering** to resize the text so it fits in the selected hoop, or type the **desired size** in the Property box and click **Apply**



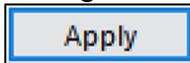
- The lettering in the sample was changed to .6 inches
2. Put the cursor on the text and the cursor will turn into a hand
 - When the cursor is a hand, you will be able to click and drag to move the text into the



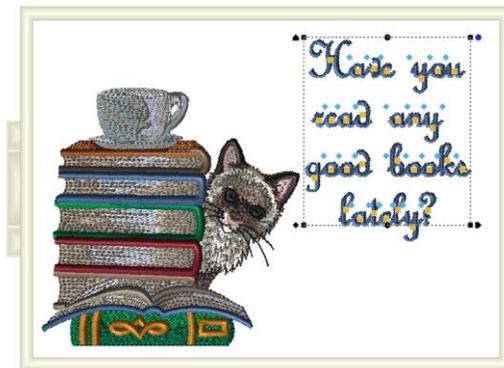
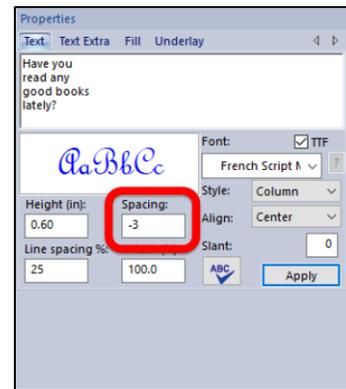
desired position in the hoop

Adjust the spacing if needed.

1. The letters in this font needed to be moved closer together
3. Change the spacing to **-3** and click **Apply**



4. All the letters are moved closer together
5. Click and drag the text into position in the upper right corner of the hoop
6. Click and drag the **width control point at the lower right corner of the text** to make the text slightly wider without changing the height



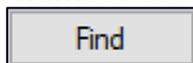
7. All the editing used on the professionally digitized fonts included with FontWorks can also be used when working with True Type Fonts

You may want to change the color of the text to match a color in the embroidery design

1. The Design Sequence is displayed in the lower right corner of the page
2. The Design Sequence shows every piece of the design in the order they will stitch
 - The thread color numbers are shown for each piece of the pattern
 - Note the color number you want to use for the text



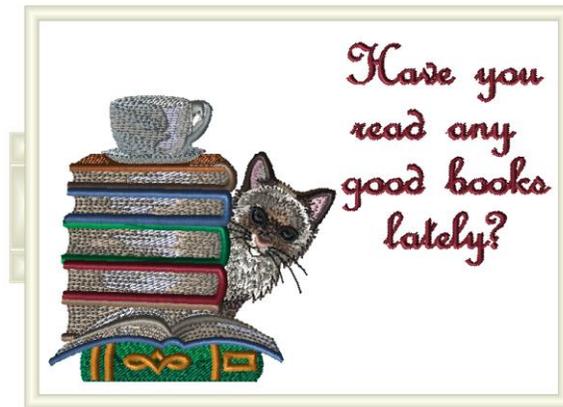
3. Left click the **Thread Search icon**  at the left end of the Color Bar
4. The Find Color box opens
5. Type the **color number** desired in the box



6. Left click **Find**
7. Your color will be the first color at the left end of the Color Bar



8. Left click the **color chip** to change the color of the text
9. Save and sew the design



Set up to Create a Monogram

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. The only type of text that does not display the TTF box  in Properties is the monogram tool
 - Monogram fonts are created differently so they automatically create a large center letter
 - A True Type Font is not set up to create this special type of lettering
 - However, regular text can be edited to create the look of a monogram



Create TTF Monogram Letters



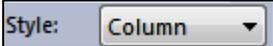
1. Left click **Text**
2. Left click on the **design page**
 - A MT TEXT is placed on the design page
 - The TTF box  is visible in Properties and still has the checkmark placed there for the previous exercise
3. Select the monogram letters and touch Delete on the keyboard to remove them from the design page
4. Type the letters needed for your monogram in the Text window
 - The sample uses the letters “**LTW**”



5. Open the **Font window** and select **Curlz**
6. Left click **Apply** 
 - And the letters are all the same size because this is not a monogram font



Edit for a Fun Monogram

1. Left click on a **color chip**  in the Color Palette to select the desired color for your monogram
2. Open the **Style window** and select **Column** 
3. Change the Height to **3 inches**
4. Left click the **gold box**  on the letter “L” at the left 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 smaller than the center letter
 - Click and drag to move the letter into the desired position



- Use the **green dots** at the opposite corners of the selection box to rotate the letter
5. Left click on the **gold box**  on the letter “W” 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 smaller than the center letter
 - Click and drag to move the letter into the desired position
 - Use the **green dots** at the opposite corners of the selection box to rotate the letter
6. And now you have a fun monogram created with a True Type font



Not all True Type Fonts translate well into embroidered fonts.

1. Remember that these fonts were designed to be used as ink on paper and they may not look equally great when translated to thread.
2. Always check the list of professionally digitized fonts first
3. Those fonts will work every time, so if the style of lettering you need is on that list it would be the way to go.
4. But it is great to know that if you are looking for additional styles of lettering, you can try the True Type Font list.

