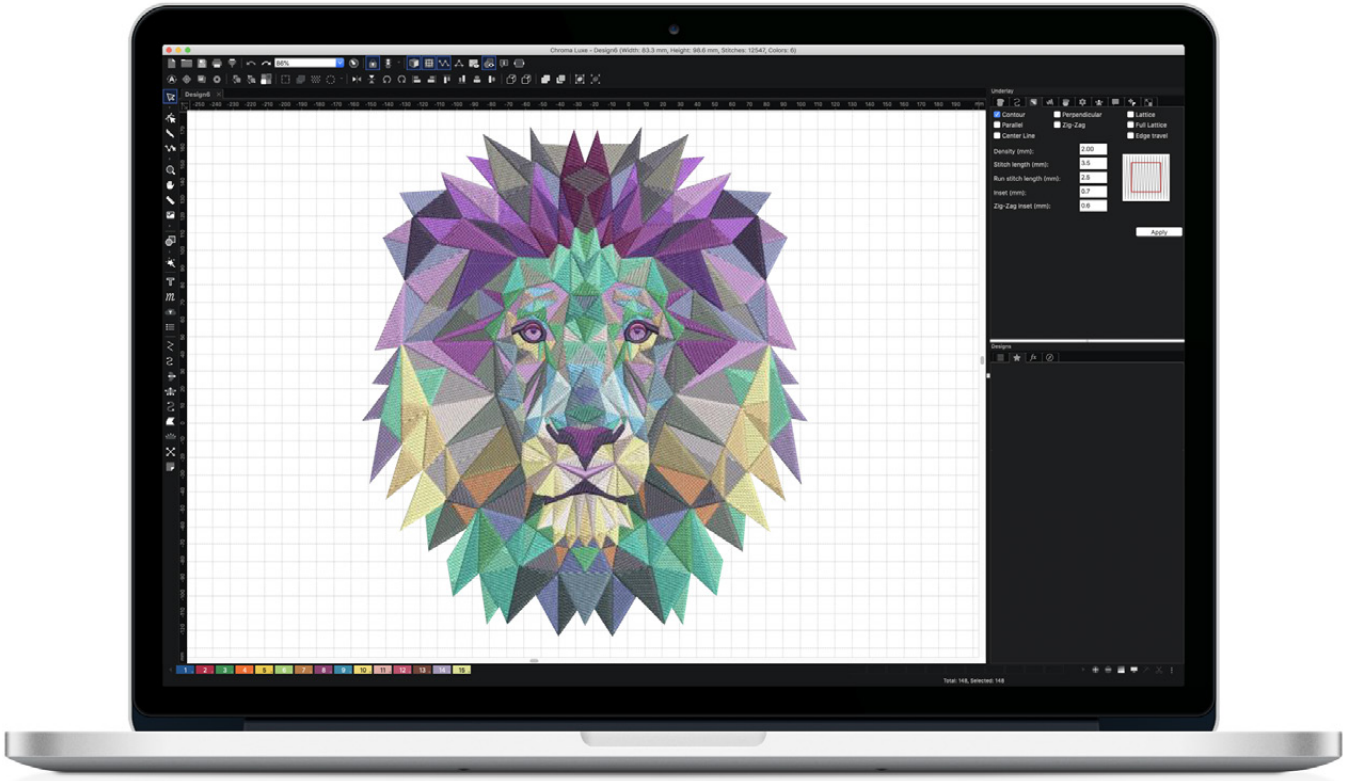
ricoma
THINK BEYOND

QUICK START GUIDE:

CHROMA



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INSTALLING CHROMA ON MAC OS

1. Choose the link that corresponds to the tier of the package you purchased and your operating system. **The program should download automatically.*
2. Click on Finder and navigate to your Downloads folder.
3. Click on the Chroma Install file to open up the setup window.
4. Follow the setup instructions.
5. Choose the hard drive that you would like to download the software onto and click **"Install."**
6. After the installation is complete, you can choose to either **"Keep"** or **"Delete"** the software file. **We recommend keeping it in case of reinstallation.*
7. Now, navigate to your Chroma app and open it.
8. Complete the Activation form, which requires your name, company name, phone number, and email.
9. Select the software you want to activate, and input the serial number provided at the time of purchase. **Include dashes in between groups of characters.*
10. Click **"Activate"** and select **"No"** when prompted to activate another software. Chroma should open automatically.

INSTALLING CHROMA ON WINDOWS

1. Choose the link that corresponds to the tier of the package you purchased and your operating system. **The program should download automatically.*
2. Open Windows Explorer and navigate to your Downloads folder.
3. Double click on the Chroma Install file to open up the setup window.
4. Now, click **"Next"** to proceed, and select **"Install."**
5. After the installation is complete, click **"Finish"** to close the installation wizard.
6. Double click on the Chroma desktop shortcut that was created.
7. Complete the Activation form, which requires your name, company name, phone number, and email.
8. Select the software you want to activate, and input the serial number provided at the time of purchase. **Include dashes in between groups of characters.*
9. Click **"Activate"** and select **"No"** when prompted to activate another software. Chroma should open automatically.

CHROMA OVERVIEW

Chroma is a professional, digitizing software for both beginners and pros. Chroma is designed to allow both the novice and experienced digitizer to create even the most intricate designs with ease and speed. For beginners, Chroma can be used to automate the digitizing process, essentially eliminating the learning curve. For the advanced, the software's built-in styles, customization of tools and hotkeys speed up the lengthy digitizing process.

Interface



Figure 1

When you open up the Chroma software, you will be given the option to:

- Create a new design
- Open a design
- Open a Recently Used Design

See Figure 1.



Figure 2

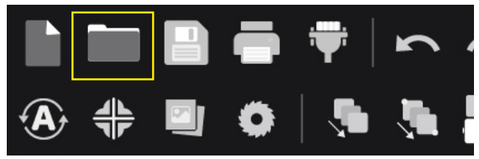


Figure 2a

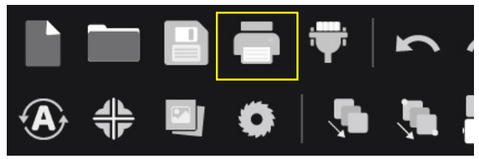


Figure 2b



Figure 2c

The horizontal toolbar across the top host functions like Auto digitizing and editing tools. **See Figure 2.** It also hosts your File and Print preview functions **(see figure 2a & 2b),** which allow you to open a design or workspace in a printer production worksheet. It also hosts a Zoom view menu **(see figure 2c),** where you can select the zoom view percentage.

Toward the center of the top toolbar, you'll find your alignment and orientation tools **(see figure 2d),** which allow you to rotate or align to the left, right or center. On the right side of the toolbar, you'll find your sequence tools **(see figure 2e),** which allow you to arrange the sequence of your design.



Figure 2d

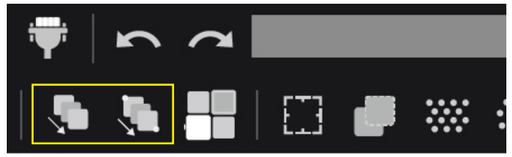


Figure 2e

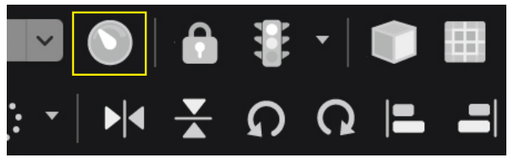


Figure 2f

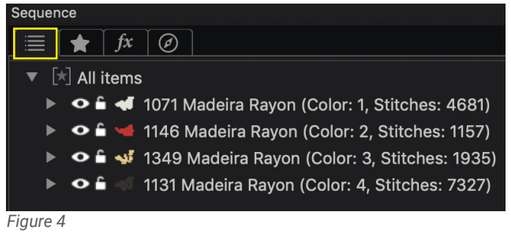


Figure 4

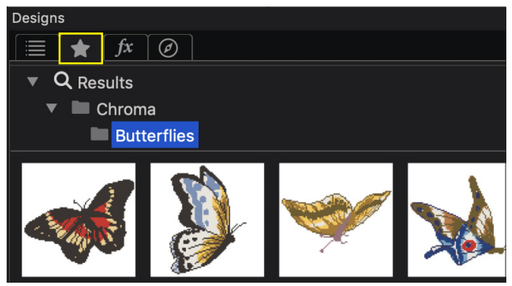


Figure 5

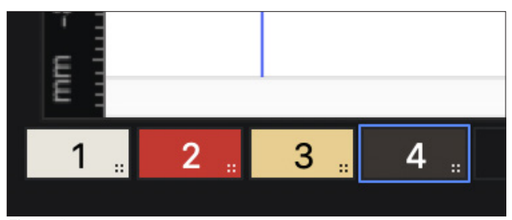


Figure 6

*Tip: Use the Slow Redraw function **(see figure 2f)** to simulate the way the machine will embroider.*

The vertical toolbar across the left-hand side hosts design creation features.
See Figure 3.
Some features include:

- Selection tool: select objects
See Figure 3a.
- Reshape tool: edit shapes
See Figure 3b.
- Shape tool: create shapes
See Figure 3c.
- Text tool: allows you to create customized text along with your monogramming tool
See Figures 3d and 3e.

Located underneath these keys you'll find your digitizing tools, which allow you to create complex fills, running stitches, and more.

- On the bottom right, you will find the sequence tab, which displays the order of the colors that your design will embroider in. **See Figure 4.**
- Star icon: This is your Design Library. **See Figure 5.**
- The key to the right of the Star icon hosts preset effects that allow you to choose from different types of outlines and fills.
- The bottom left of the workspace is where you can customize the color palette you're using. You can add or delete colors with the plus and minus buttons to the bottom right. **See Figure 6.**

Figure 3

Figure 3a

Figure 3b



Figure 3c

Figure 3d

Figure 3e

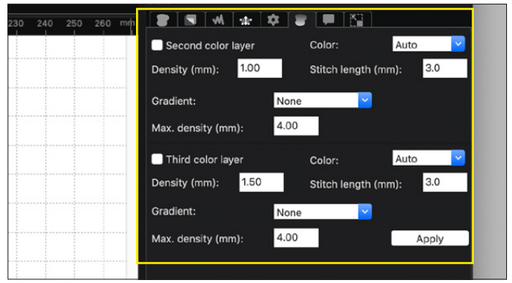


Figure 7

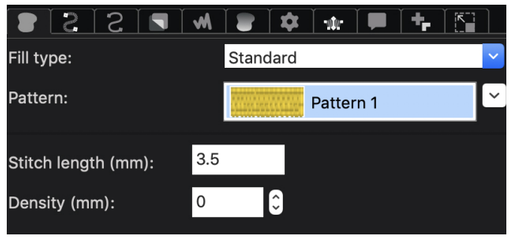


Figure 8

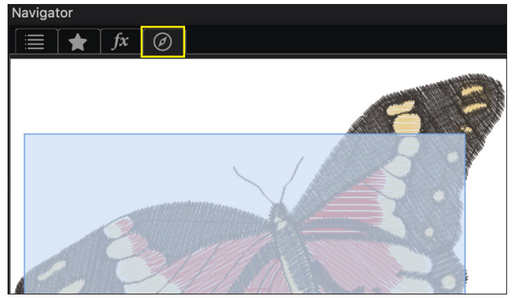


Figure 9

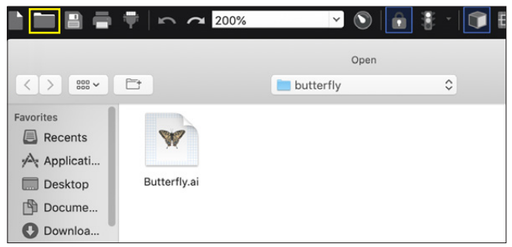


Figure 10

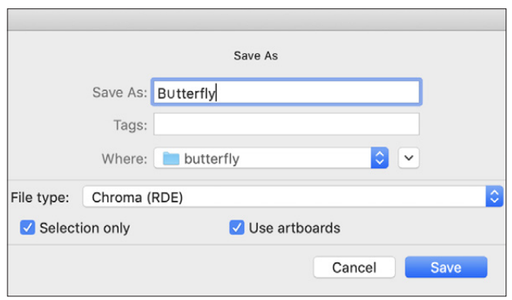


Figure 11

When editing artwork, use the top right pane. Here you can choose the fill type, add underlay, customize your density and more. **See Figure 7.**

The Object Properties Pane allows you to switch between tabs to customize the design and add different effects. **See Figure 8.**

The Navigator is located at the bottom right of the workspace and is a quick way to move around the program. You will be able to view your design in the center of the navigator. **See Figure 9.**

Opening and Saving Designs

OPEN A DESIGN

1. Select the Open folder on the top left toolbar. You can also open a design by clicking File and selecting the file you'd like to open. **See Figure 10.**
2. Select a design.
   Here, you can also import artwork as an AI or SVG file, which is a vector file format.

SAVE A DESIGN

Step 1: Click on File.
Step 2: Select Save As and choose a file format. **See Figure 11.**

We recommend saving your design as an RDE or EMB file first, so that you can return to the editable file and work on it if you need to make any changes later on.

***Note:** Ricoma machines read the DST file format.*

Design Library

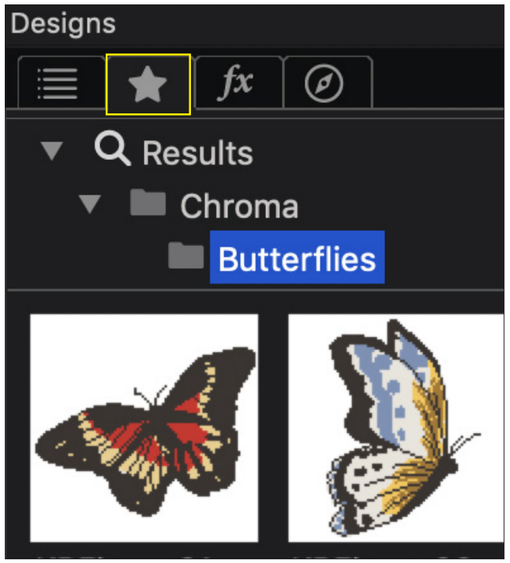


Figure 12

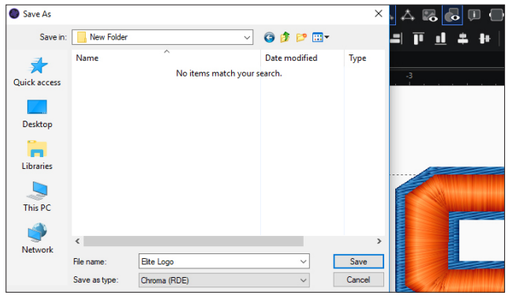


Figure 13

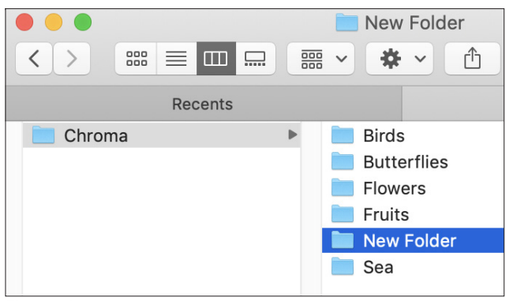


Figure 14

Your Chroma software comes with a design library, where all of your pre-digitized designs are stored. To access your design library, click on the star icon on the pane to the bottom right. **See Figure 12.**

It will default to the Chroma folder which is saved on the hard drive of your computer when you install the program. There are pre-digitized designs that are organized into different folders in the library. If you create any designs, you can save those to the Chroma folder stored on your computer's hard drive.

TO SAVE A DESIGN/CREATE A NEW FOLDER (PC)

1. Click File.
2. Save As, then select computer and click on hard drive. **See Figure 13.**
3. Click on Designs folder and then on Chroma. Choose to add the design to an existing folder or create a new folder.

TO SAVE A DESIGN/CREATE A NEW FOLDER (MAC)

1. Select hard drive.
2. Click Users, then Shared.
3. Select Designs, click Chroma. Now, you can either save a design to an existing folder or create a new folder. **See Figure 14.**

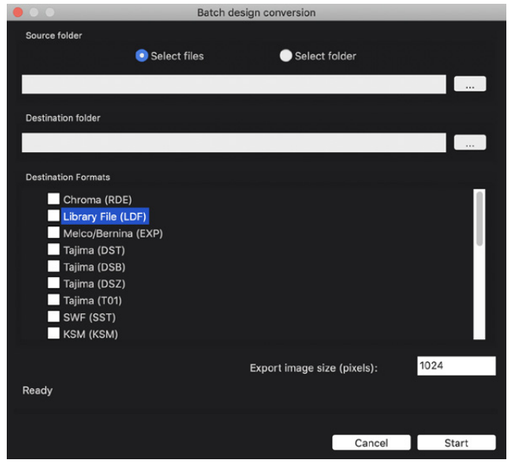


Figure 15

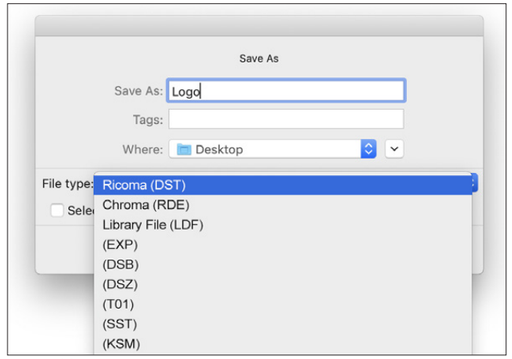


Figure 16

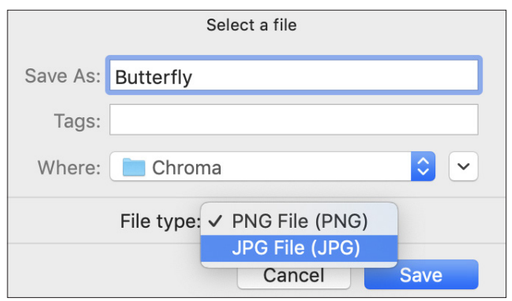


Figure 17

Note: *Should you create a new folder, it may not show up immediately in your designs pane. Refresh your browser and it should appear.*

Batch Conversion

Batch Conversion allows you to convert multiple embroidery design files into different formats simultaneously.

To access Batch Conversion, click on Tools, then Batch Conversion. **See Figure 15.** This will open a new window where you can select files or a folder. Choose the files you wish to convert and select a destination folder to save them to. Finally, choose the format you want to convert them to and click Start.

Exporting

To export your design into a format that your embroidery machine can read, click on File and then select the Save As drop down menu. Click on the file format you wish to export to and save. **See Figure 16.**

1. To save design as an image, click on File and select Save As Image. Here, you can select whether to save as a PNG or JPG. **See Figure 17.**
2. Once selected, name your file and click Save. Enter your Desired Specs and click OK.

LEARNING YOUR TOOLS

Chroma software comes equipped with a variety of tools that make it easy for a beginner or a pro to make a digitized design. Check out the main tools that you will be using throughout your designing process below.

View Tools

See Figure 18

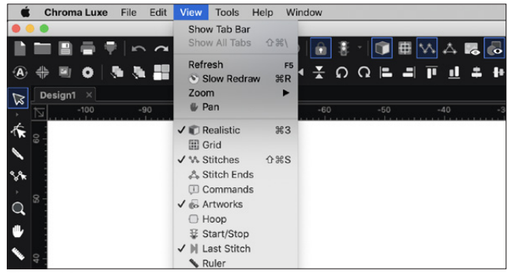


Figure 18

View function: Allows you to Refresh your workspace browser.
Slow Redraw Function: Simulates the way the machine will stitch out.
Zoom tool: Allows you to zoom in and out of the design on your workspace.
Pan feature: A hand tool that allows you to move around the workspace easier.
Realistic Option: Enables realistic view, which displays a 3D stitch view.
Grid option: Enables or disables the gridlines in the background.
Stitches option: Allows you to enable or disable the stitches view, so you can view the outline of the object that you have selected.
Stitch Ends function: Allows you to see the points in which each stitch will end and is used to fine tune edges or view the angle of a stitch.
Commands option: Allows you to view any commands that you have set on your embroidered design, such as trim in a specific location. The software automatically creates trims but you can manually select certain stitches and apply a trim command to them.
Artworks view: Allows you to enable or disable the view of any artwork in your workspace so it doesn't get in your way.
Hoop View: Allows you to select what you'd like to view your design in. The Ricoma hoop dimensions are preset into the software or you can also create your own hoop boundaries when you select New.
Start and Stop view: Displays the center of your design.
Last Stitch view: Displays where the design will end.
Ruler view: Selects the ruler tool for you to measure distances.
Backdrop view: Allows you to hide or show the backdrop; you'll use the backdrop when you digitize manually.

Note: *You can access the majority of the View tools across the top panel.*

Editing Tools

Your editing tools allow you to manipulate your objects to create the design that you want.

ALIGNMENT

Alignment Tools are across the top toolbar. You may align to the left, right, top, bottom, horizontal center, or vertical center. **See Figure 19.**

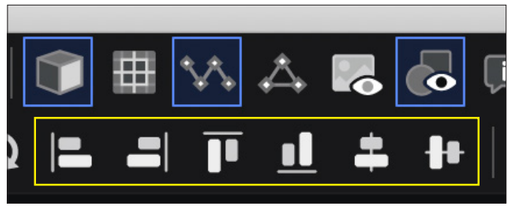


Figure 19

1. To align your objects, simply select the objects you wish to align and click on the corresponding alignment key. The alignment key is useful if you want to center text to a shape or logo.
2. To center text in a shape, create a shape using your shape tool. Then use your Type tool to create text, select both objects, and click on the horizontal center alignment key. Finally click on the vertical alignment key to align the objects vertically and horizontally.
   See Figure 20.

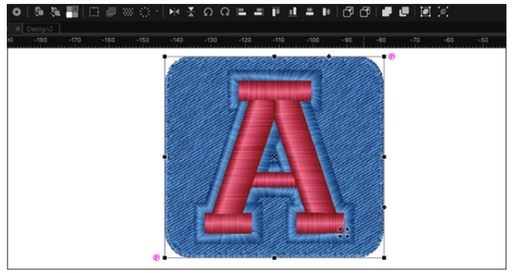


Figure 20

LAYERING

The Layering tool gives you the ability to move an object to the front or back without having to use the Sequence tab. **See Figure 21.**

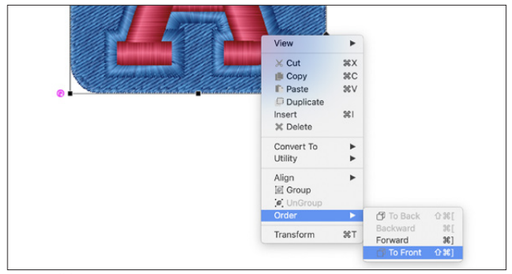


Figure 21

1. Select the object you wish to move, right-click, and select the desired position.
2. Here, you can decide whether you want to bring the object all the way to the front, all the way to the back, one stop backward, or one stop forward.
3. You can also use the two layering keys in the above toolbar. **See Figure 22.**

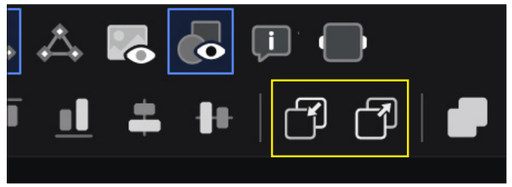


Figure 22

TRANSFORM

You can Transform an object by scaling, rotating left or right, or flipping horizontally or vertically.

1. To rotate, select the object and click on either the rotate left or rotate right transform key on the top toolbar . You can rotate the object manually by clicking the pink rotate key when your object is selected. **See Figure 23.**
2. To flip your object, click on either the flip horizontal or flip vertical key on the top toolbar .
3. To scale your object, while keeping the same aspect ratio, use the handles in the corners .
4. To stretch your object either horizontally or vertically, use the handles on the top or bottom or the left or right . **See Figure 24.**

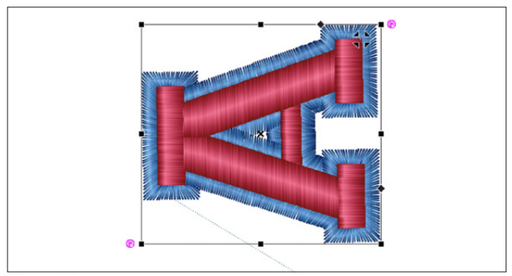


Figure 23

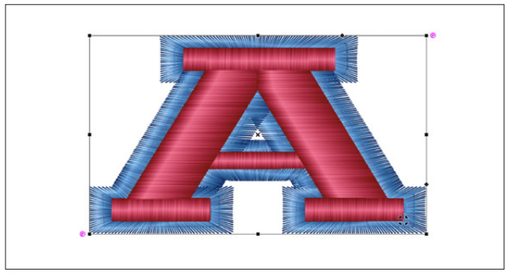


Figure 24

GROUPING

To group separate objects, select the objects you wish to group and right-click and choose Group. **See Figure 25.**

- This will group all of the objects together. So if you transform your objects, the changes will occur to all of the grouped objects at once.
- To ungroup, right-click and choose Ungroup.

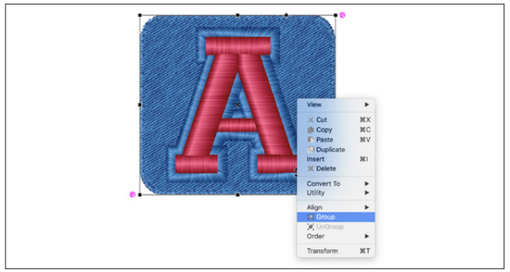


Figure 25

COMBINING

To combine objects, select the objects you wish to combine and click on the Combine selected paths key across the top toolbar .

- If the objects overlap, this will create negative space in those areas. To break apart the combined objects, right-click and choose Break Apart. **See Figure 26.**

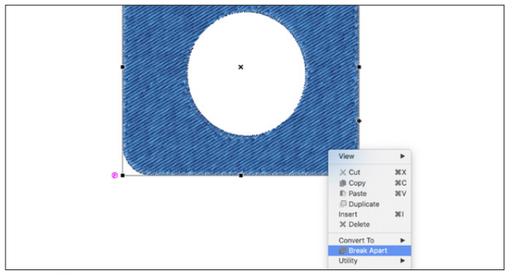


Figure 26

Note: *The difference between grouping and combining is that when you group objects, they're still treated as separate objects. Grouping simply makes it easier to edit the objects simultaneously. When you combine objects, you are joining the objects together into one single object.*

GET STARTED WITH DIGITIZING

One of the key features of the Chroma software is the ability to both manually and automatically create designs to embroider. With this software, you will be able to create designs on your own and send them straight to your machine.

Manual Digitizing Tools

Your Manual Digitizing tools allow you to physically create the design on your workspace that you would like to embroider. There are two main tools that are used when you want to digitize your designs manually.

The Shape tool allows you to create various shapes like rectangles, ellipses, triangles, and more. **See Figure 27.**

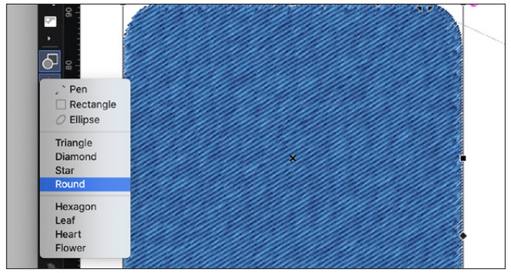


Figure 27

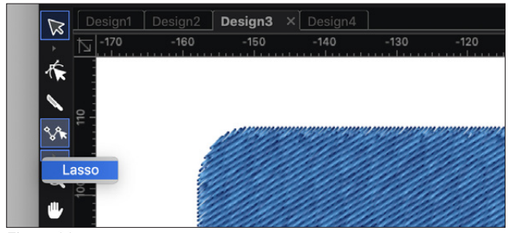


Figure 28

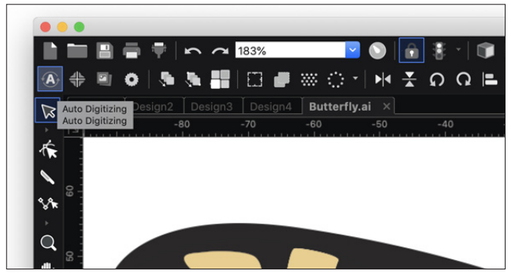


Figure 29

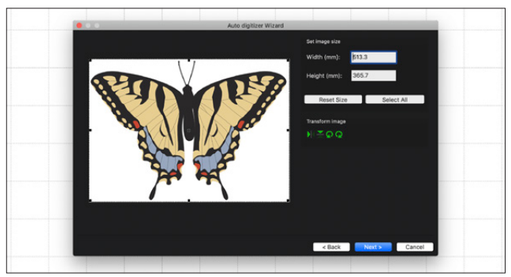


Figure 30

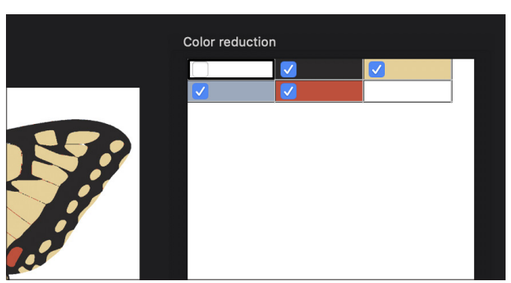


Figure 31

To create a shape, do the following:

1. Click on the workspace and drag your cursor until you are happy with the size of the shape.
2. Apply your desired stitch type to your shape. You can do this by choosing Fill from the drop down in the artwork pane.

Tip: *You can also click on the effects tab at the bottom and choose from the selection.*

The Lasso Tool allows you to select a specific portion of your design rather than the entire object. It is located on the top right of the toolbar, on the left-hand side. **See Figure 28.**
Select the lasso tool to point and hover over the area of the design you wish to select.

Auto Digitizing

Chroma includes an Advanced Auto Digitizing wizard, located on the left hand side of the top toolbar. **See Figure 29.** This feature allows you to import an image and auto-digitize it into a cross stitch pattern.

1. Open the auto digitizing wizard, then select Browse and choose the design you want to use. Choose the Auto option and click Next. For best results upload vectorized files.
2. A new window will appear, which allows you to select the image size, rotate, or flip the image. Here, you can enter the desired specs and click Next. **See Figure 30.**
3. Next, you will see all of the colors in your design in the Color Reduction screen. Select the colors you want to digitize. **See Figure 31.** ***Note:*** *If your image has a white background, the software may automatically select white as a color. Uncheck it if that is the case.*
4. Click Finish and the design will appear on the screen, auto-digitized.

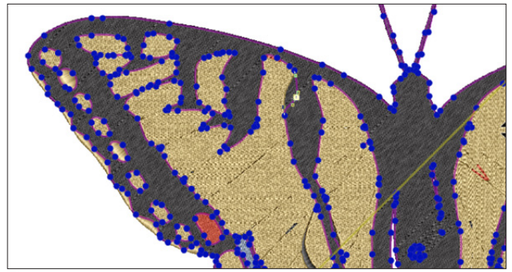


Figure 32

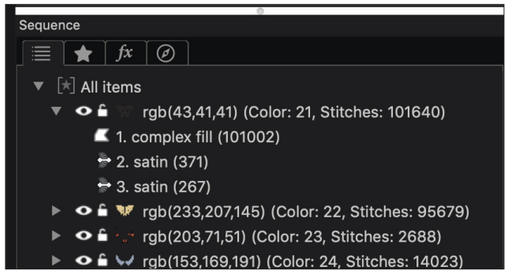


Figure 33

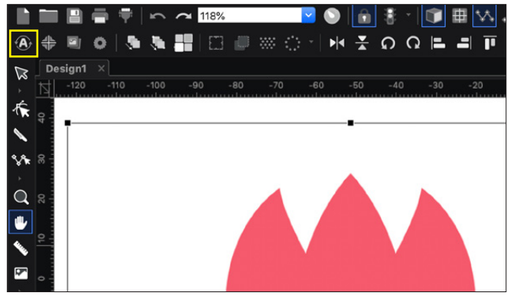


Figure 34

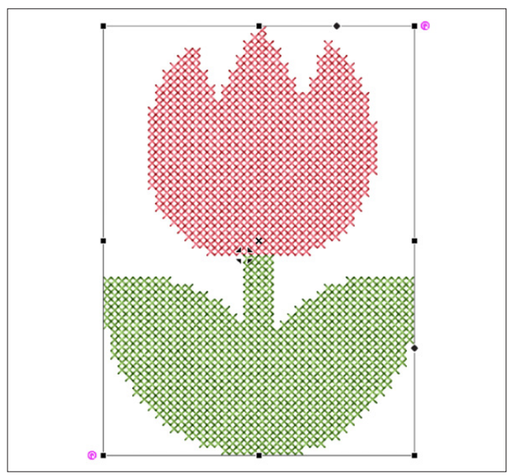


Figure 35

It may be necessary to edit your design in cases that the edges are bumpy or if certain parts were not digitized and are missing. Use a high-resolution file to prevent this from occurring.

If your design elements are separated in any way, you need to create an overlap of the elements. Not creating an overlap can affect registration during the embroidery process.

5. To create an overlay, select the object and click on the Reshape tool. Points will appear on the object that you can drag to create an overlap. Click the points as you hold Shift and drag them to the desired position. **See Figure 32.**
6. Finally, click the sequence menu to see how the color stops have been arranged. **See Figure 33.** The colors will appear in chronological order, with the first color stop being at the top and the last color stop being at the bottom. Most of the time, you'll want to extend the element of the design that will embroider first.

Auto Cross Stitch

The Auto Digitizing wizard allows you to automatically digitize an image into a cross stitch pattern. Before getting started, make sure you import a bitmap image, such as a JPG or PNG.

1. First, click on the image and then click on the Auto Digitizing wizard. **See Figure 34.**
2. Next, choose the cross-stitch option. The next page will allow you to set the size of the design. Once the size is set, click "Next" and choose the colors of the design that you want to auto digitize.
3. Click Finish when done. The auto digitized cross stitch pattern will now appear in your workspace. **See Figure 35.**
4. Finally, delete the original design and export your cross stitch image.

Stitch Snapshot

If you want to convert a standard photo to stitches, you will need to use the Stitch Snapshot feature.

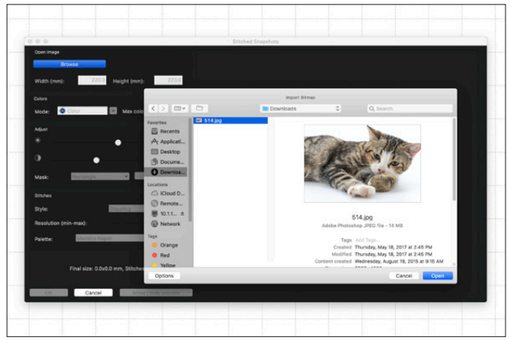


Figure 36

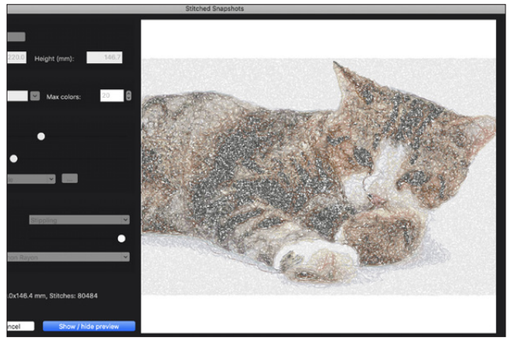


Figure 37

To get started:

1. Click on the Stitch Snapshots wizard on the top left toolbar to get started and click Browse to find a photo that you want to convert to stitches. **See Figure 36.**
2. Once selected, you may edit the width, height, the maximum amount of colors, and the color mode.
3. On the adjust portion of the wizard, you can change the brightness and contrast to add more depth.
4. On the bottom portion of the wizard, you can choose from the hatching or stippling style of stitches. ***Note:*** *Hatching appears like a sketch. Stippling appears like dots.*
5. Once done, select a palette if needed and click OK, for it to display on your workspace. **See Figure 37.**

STITCH TYPES

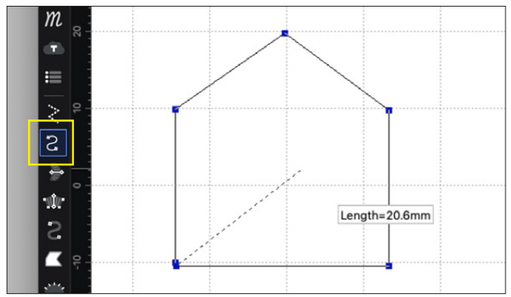


Figure 38

Chroma includes multiple stitch types that you can use to draw shapes with. When creating your design, you should choose the stitch type that best matches your design idea and will give it proper structure.

Examples of the stitch types available are:

Run stitch: select run option on the left toolbar. **See Figure 38.**

- Point and click to form lines that connect to one another.
- Curving the line: hold CTRL on a PC or Command on a Mac.

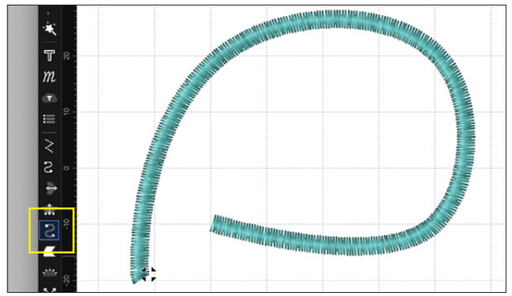


Figure 39

Steil stitch: A satin stitch that acts like a run stitch. **See Figure 39.**

- The difference between a steil stitch and a satin stitch is the way they are drawn. Steil stitches are drawn as a single line.

Satin stitch: drawn as a shape. **See Figure 40.**

- When drawing a satin stitch, you are required to define a vertical width for every point that is drawn.

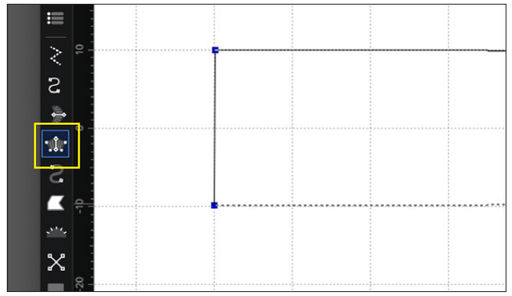


Figure 40

PALETTE CREATOR

With the Palette Creator, you can create a custom color palette for your design.

Access the Palette Creator by:

1. Clicking on Tools and then Palette Creator.
2. Click Add and select the colors you wish to add. Once done, you can name the colors based on the thread color that you wish to match them to. You can also change the weight and the type of thread **See Figure 41.**
3. Save the palette to your hard drive in your Chroma folder once you are done. Now, your saved palette will appear when selecting your palette.
4. To change your color palette, click the Change Palette icon on the bottom right of your toolbar. Select the palette you'd like and click OK.

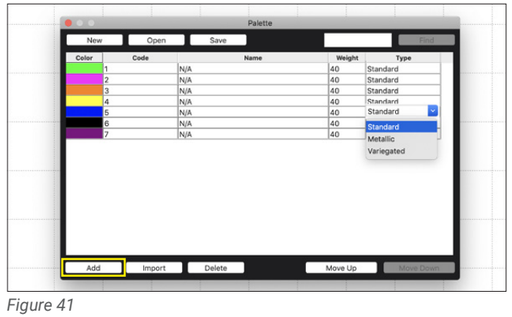


Figure 41

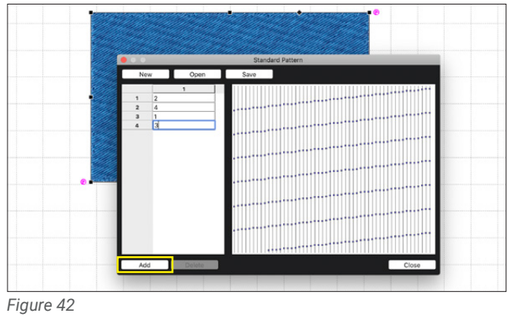


Figure 42

PATTERN CREATOR

The Pattern Creator allows you to create your own custom fill patterns for your embroidery designs. To do so, you first need to select or create the object you wish to fill. Click on Tools and then Standard Pattern Creator.

Now, you can add offsets by clicking Add. **See Figure 42.** Once you're happy with your pattern, click Save and name your pattern. Finally, go to the Fill pane to the right and select your pattern in the standard drop-down.

BASICS OF LETTERING

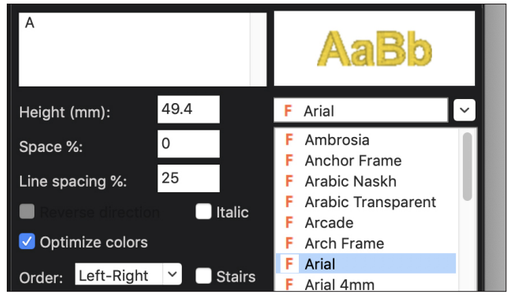


Figure 43

To begin lettering, select the Text tool and click on the area of the workspace where you'd like the text to begin. Type the text you'd like to digitize and click Apply.

Note: *The software will automatically type in a pre-digitized Arial font.*

The right pane allows you to customize and choose from the fonts available. **See Figure 43.** Fonts with an orange "F" to the left of the name are pre-digitized fonts.

As you scroll down, you'll see the Monogram fonts, labeled with a green "M" icon. The pre-digitized puff embroidery fonts are labeled with a purple "P" icon. Below that, are the small lettering fonts, vintage fonts, and appliqué fonts.

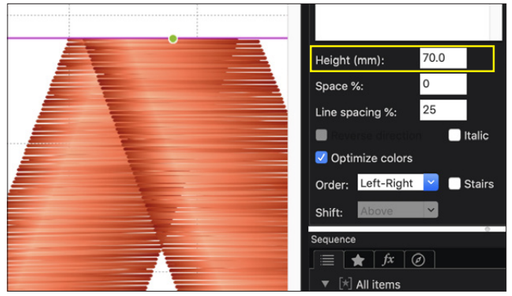


Figure 44

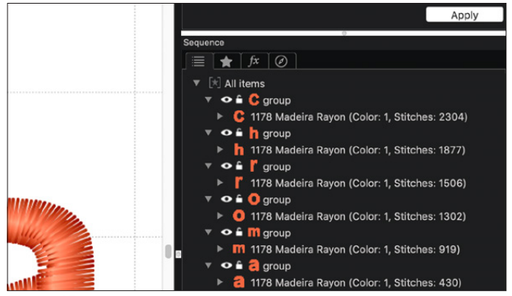


Figure 45

FONT EDITOR

The Font Editor is featured to the right side of the workspace and is used to edit pre-digitized fonts. One aspect of the font that you are able to edit is the height, which can be done by inputting a new number in the height field or by transforming it manually. **See Figure 44.**

You also have multiple features in the Font Editor that can be used to change your design.

- **Space Option:** You can edit the space between one letter and another.
- **Line Spacing Option:** You can edit the spacing between two lines, if you were to have another line of text.
- **Sequence Menu:** You can change the order that the lettering embroiders in. **See Figure 45.**

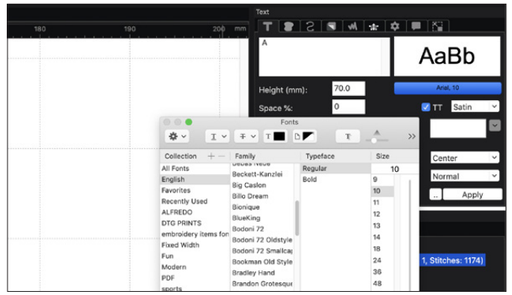


Figure 46

TRUE TYPE FONTS

If you wish to use fonts installed on your computer, select the True Type (TT) fonts checkbox. Then, click on the box above the True Type checkbox to scroll through the font options. **See Figure 46.**

To edit a True Type font, you must convert the font into stitches. Right-click and select Convert To and then select Manual. Right-click again, select Convert To, and select Outlines. Finally, click on the Reshape tool and select the portion of the text you wish to edit.

Note: *System fonts may not show up as well as pre-digitized fonts and may require some editing.*

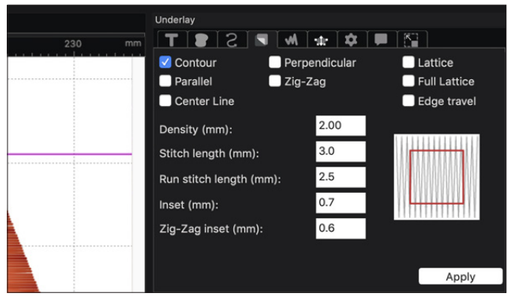


Figure 47

TEXT UNDERLAY

When editing letters, you must also make sure to select the right underlay. To do so, click on the Underlay tab and deselect the Edge Travel option (this is an outline underlay; if your fabric moves slightly during the embroidery process, you will lose registration of your design.) **See Figure 47.**

Tip: *A Centerline or Contour underlay is best for avoiding loss of registration.*

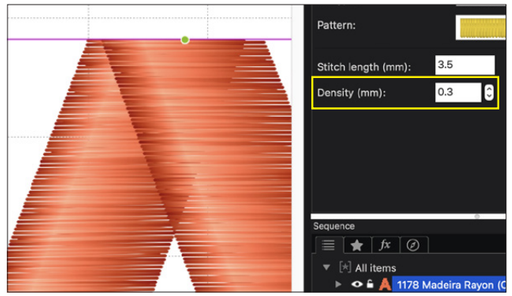


Figure 48

ADJUSTING THE DENSITY

The density of the stitches in a design is measured in millimeters and references the distance between the stitches. You can adjust the density of your text on the Object Properties Pane to the right. **See Figure 48.**

1. Before you begin, make sure that the text is editable.
2. Then, click on the Fill option, which is the second button to the left.
3. Edit the density. The higher the number in the density field, the less dense your design will appear, because the stitches are further apart.

Note: *To decrease the space between stitches, adjust the density to 0.3mm, which is a standard density for most designs.*

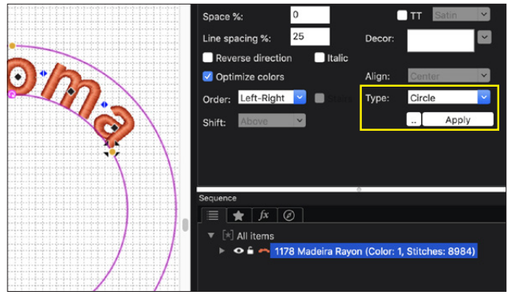


Figure 49

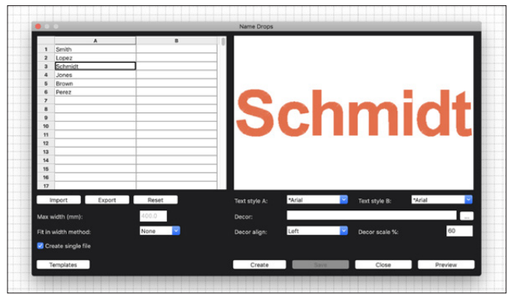


Figure 50

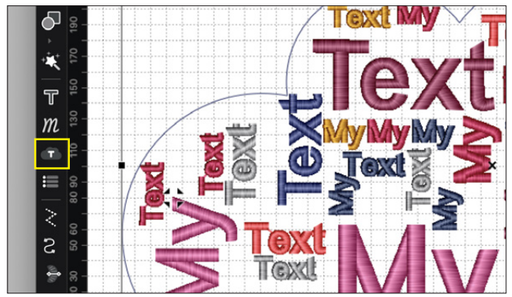


Figure 51

LETTERING TOOLS

Type on a Path

To type along a spiral, a shape, or a path, begin by clicking on the Type tool and creating the text you wish to type .

Next, in the editing pane on the right, click on the type drop-down menu. Here, you can select the path you wish for the lettering to follow.

Some of the choices include:

- Spiral
- Vertical
- Circular

Click Apply to save your changes. **See Figure 49.**

Name Drops

The Name Drop tool allows you to create several names or numbers with the same attributes. This tool is especially useful if you are designing team uniforms. **See Figure 50.**

1. Start by typing a name and digitizing it to your preference.
2. Click on the name drops tool in the left toolbar .
3. The name drops dialog box will appear. Here, you can type in additional names or numbers you wish to reproduce. To preview your names, click Preview. To save your names, click Save.

Bubble Text

Chroma software has an exclusive feature that allows you to apply text of your choice to a shape called Bubble Text. To access the bubble text feature, click on the “T” icon that appears to be inside of a shape. **See Figure 51.**

Select the shape you want to use from a large list of options and enter the width and height of the shape. From here, you can enter the desired text in the words field and click Apply when finished.

In the font combo drop down menu, you can choose between a block font and a script font.

- Color scheme: choose the color scheme you desire.
- Décor combo: select a shape or element to combine with your lettering.
- Click Apply and your changes will appear on your workspace.

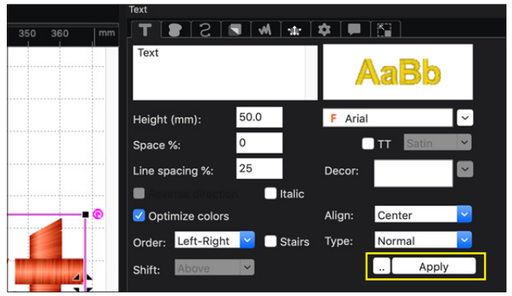


Figure 52

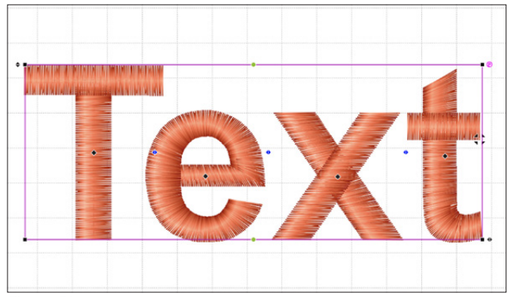


Figure 53



Figure 54

Envelope Feature

The Envelope feature allows you to warp text. You can begin by using the type tool to create your text and click Apply. **See Figure 52.**

Next, different colored handles will appear on the textbox. **See Figure 53.**

- To arch the text, click and drag on the green handle on the top or bottom of the text box .
- To stretch the text horizontally, click and drag on the black handles on the corners of your textbox .
- To create space between individual letters, use the blue handles .
- To enlarge your text, use the two triangle handles on the bottom right and top left corners of your textbox .
- To italicize your letters, use the diamond-shaped handles .

Push and Pull Compensation

Pull compensation is a setting that allows you to compensate for the inevitable pulling or shrinking of your lettering or design during embroidery. Click the Push-Pull tab in the Object Properties Pane and increase the Value field to make the text bigger. **See Figure 54.**

Push compensation is a setting that allows you to compensate for when your design appears thicker after it is embroidered. You can adjust the push compensation in the same object properties pane. **See Figure 55.**

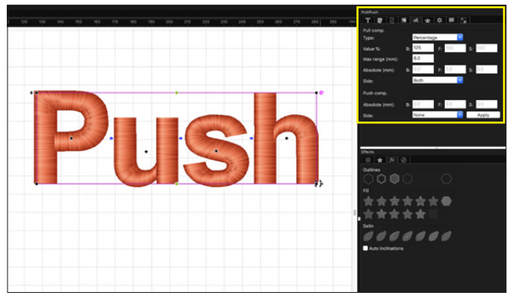


Figure 55

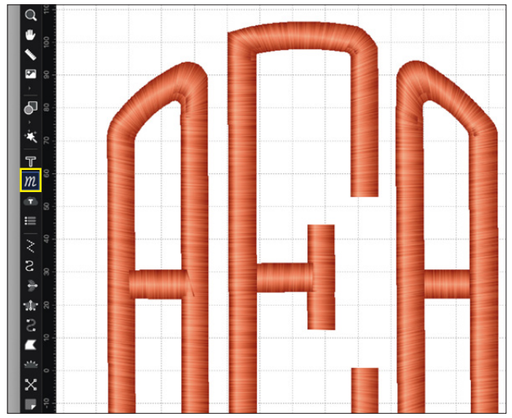


Figure 56

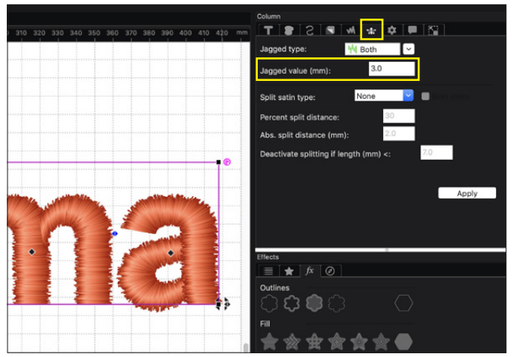


Figure 57

Circular Monogram Text Types

You can find the Circular Monogram Text Types by locating the “M” icon on the left toolbar. **See Figure 56.**
When you select the tool, type in the initials you wish to create a monogram with. This will open a Font editor on the right pane. Select the font that you’d like and press Apply to separate the spacing of the lettering using the blue handles .

Note: *Once you hit Enter, or click on the selection tool, the program will no longer allow you to edit the spacing.*

Jagged Type

1. To create a jagged font, first click on the Text Tool.
2. Type in the desired text and select the font you wish to use.
3. Next, click on the Column tab in the Object Properties Pane and select the Jagged Type drop down. **See Figure 57.**
4. Then, input the millimeter value you would like to apply the jagged effect to. The higher the value you input, the more jagged the text will be.

Tip: *By selecting “Both” under the Jagged Type drop down, it allows your design to appear jagged on both edges.*

CREATING FILLS

Fills are used to fill large shapes in areas of the design. There are two common types of fill that are used when digitizing a design: complex fill and cross stitch fill.

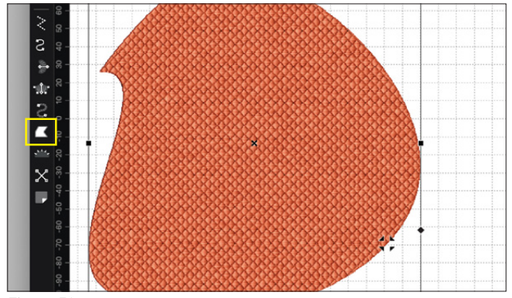


Figure 58

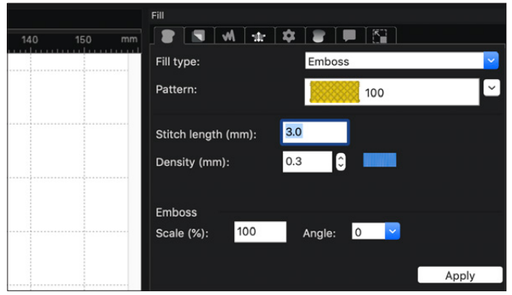


Figure 59

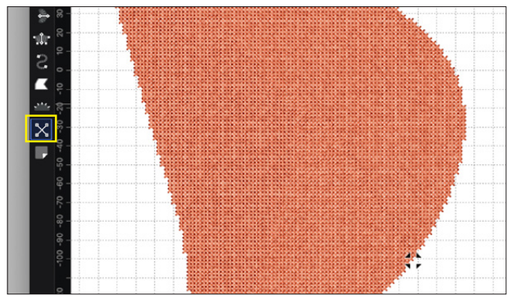


Figure 60

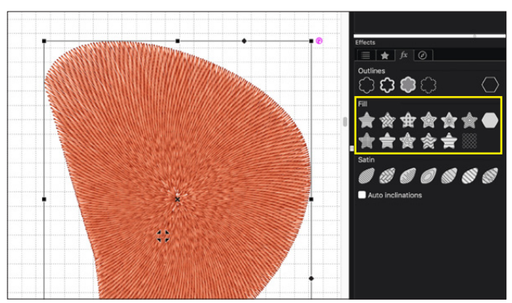


Figure 61

Complex fill:

1. Select complex fill. **See Figure 58.**
2. To apply your complex fill, use the same point and click method as you would with any other stitch.
3. Close the fill by clicking the selection tool once you have completed drawing the shape.
4. Next, you can customize the fill type pattern, stitch length, and density in the complex fill pane. Click apply. **See Figure 59.**

Cross Stitch fill:

1. Select cross stitch. **See Figure 60.**
2. Use the point and click method until you complete the shape and then click the selection tool to close the shape.
3. You can edit the size, overlap, and amount of repeats of the cross stitch in the Cross Stitch pane.

Note: *You can alter your fill type at any time in the fill pane to the right.* **See Figure 61.**

Fill Effects

There are a few different fill effects that can be used when digitizing your design.

These effects are:

- Stippling
- Motif
- Vas
- Wave Fill

1. First, create a shape with the shape tool.
2. Right click, and select Convert to and choose any option, i.e. Complex Fill.

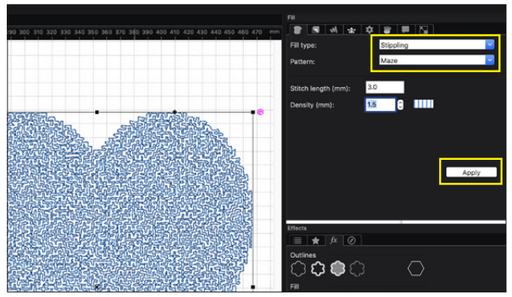


Figure 62

3. Next, navigate to the fill pane and select a fill type from the drop down and click Apply. **See Figure 62.**

Note: *When selecting a fill type, you can also customize the pattern you'd like for this fill.*

COLOR BLENDING AND GRADIENTS

To add depth and color layering to your design, you can apply either a gradient or blends to your object.

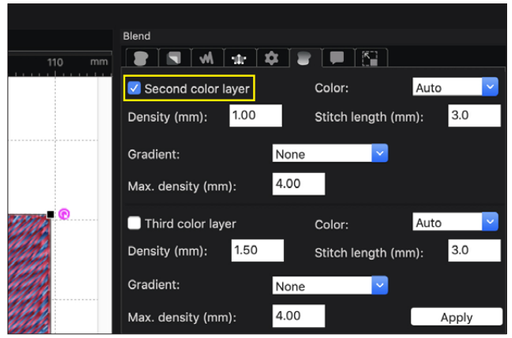


Figure 63

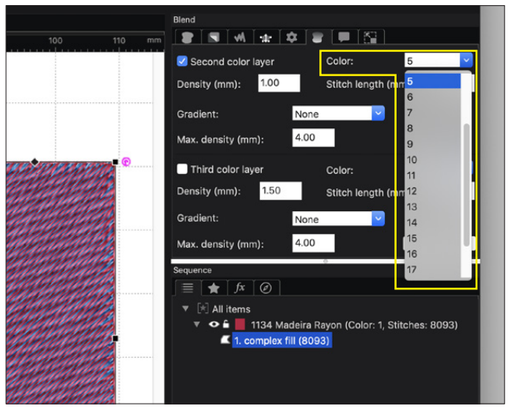


Figure 64

Create a gradient

1. Click on the blend tab on the Object Properties Pane and click on the gradient drop-down and choose a gradient type:
   - •Linear increasing: fades out towards the top.
   - •Linear decreasing: fades out towards the bottom.
   - •Convex: fades out from the center outward.
   - •Concave: fades out from the outside inward.
2. Your object is already assigned a color, which is known as the first color layer. Select the Second Color Layer box to apply a second color to create your gradient. **See Figure 63.**
3. Click apply, and the program will apply the first color layer and then the other color layers on top.

When creating a second color layer, have the program automatically choose a color or you can choose an existing color stop. The numbers match the colors on your color palette along the bottom. **See Figure 64.** You can also add a third color layer by checking the appropriate box.

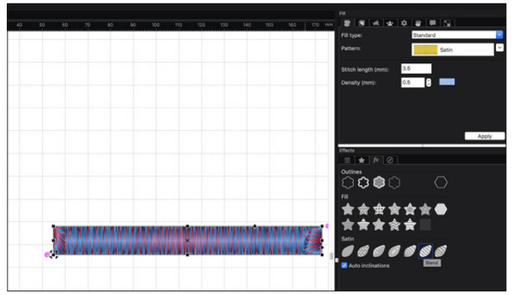


Figure 65

Create blends

1. First, draw a shape. Right click on the shape, select Convert and choose Satin Stitch.
2. On the object properties pane, select Blend.
3. Scroll down to the Satin Stitch section and select the Blend Satin Stitch effect, which will create a different colored stitch on top of the existing stitch to create a blended effect. **See Figure 65.**
4. In the Gradient drop down, you may also customize the gradient type until you're happy with the effect.

MANIPULATING DESIGN STRUCTURE

These tools give you the ability to add depth, align your design properly and create stitches to secure your design so that it doesn't shift during the embroidery process.

Merging Designs

Chroma allows you to open separate digitized designs and combine them into one file. This is helpful when you want your embroidery machine to run two designs consecutively, without swapping designs on your machine.

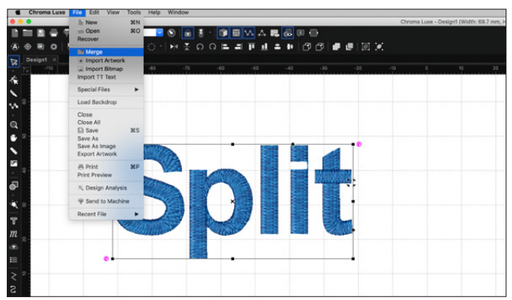


Figure 66

The first step is to open a design. Next, to merge it with another design, click File and then Merge. Selecting the other design will open the new design within your workspace and combine it with your current design. **See Figure 66.**

Splitting Designs

If your design is too large to fit into one hoop during embroidery and will require two separate hoopings, you'll want to make sure that your design is perfectly centered between these two hoops, so that it aligns properly when it is embroidered.

1. Click on the Split Design menu along the top toolbar. This shows you which part of the design will land on each hoop. **See Figure 67.**

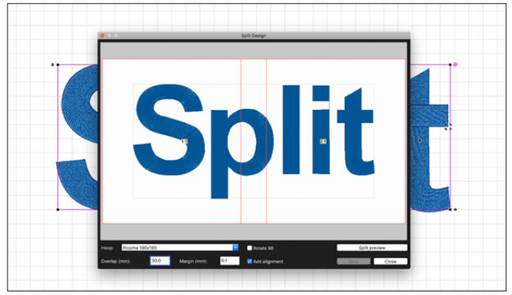


Figure 67

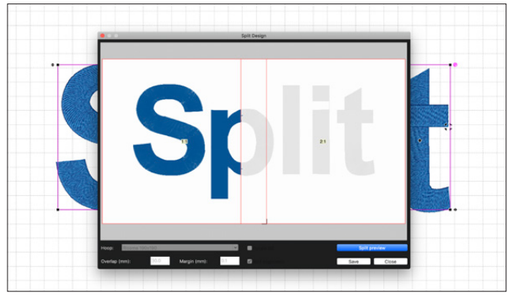


Figure 68

2. Under the hoop drop-down, select the hoop that you're using. You can also change the overlap and the margins of your design until you're happy with the hoop preview.
3. Next, click on Split Preview to see which part of the design will embroider on one hoop and which part will embroider on the other. **See Figure 68.**
4. When satisfied, click Save to save your design into two separate files.

Utility

Utility tools allow you to easily add borders, outlines, and more to objects. It is a useful tool to complete your design and add the stitches necessary to keep the design secure.

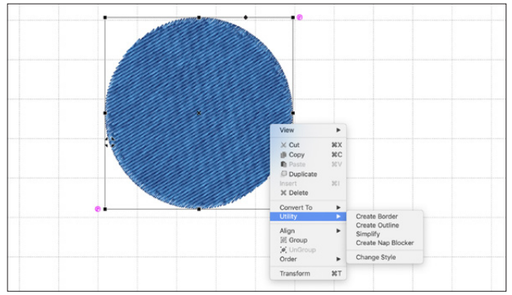


Figure 69

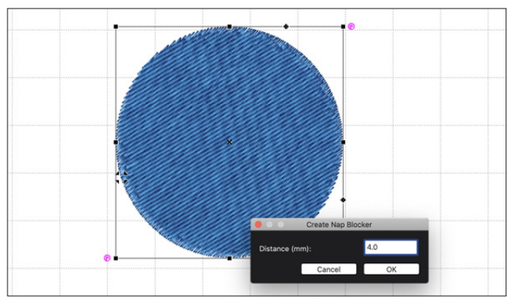


Figure 70

To access the utility tool, select the shape, right click, and choose Utility. Then, you can create a border and outline, nap borders, and more. **See Figure 69.**

1. **Create a border:** A Satin stitch border will automatically be created around your fill stitch.
2. **Create an outline:** This allows you to change the distance of a line. You can convert to any stitch you'd like by right-clicking and choosing a stitch type.
3. **Simplify option:** If you have an object with jagged edges, use this option to smooth out the edges.
4. **Nap Blocker:** This allows you to create a knockdown stitch that reduces the nap on textured fabrics. This allows you to stitch over a smooth surface and prevents your stitches from sinking into textured fabric, like terry cloth. **See Figure 70.**

Tip: *Add a low-density fill stitch underneath the element to create a smooth surface for you to embroider on.*

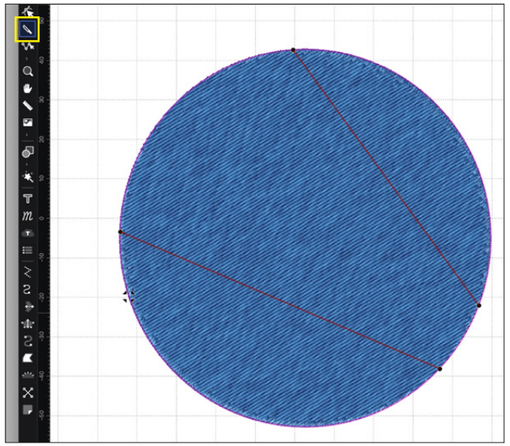


Figure 71

Trim

- Right click on the shape -> Convert To -> Choose the stitch type you wish to apply to your shape.
- Next, click on the Slice tool, and click on one of the edges of the shape and drag the line to the other edge in the area where you wish to trim your shape. **See Figure 71.**
- You will need to create two lines to designate the area where the design will be trimmed. Your design will trim between these two lines.
- To apply your trim, click on the Selection tool in the left toolbar.

APPLIQUÉ

Appliqués are added to pieces of garments to add a 3D effect to it. It is embroidered onto the fabric and uses a basic stitch for tacking down the fabric to another fabric.

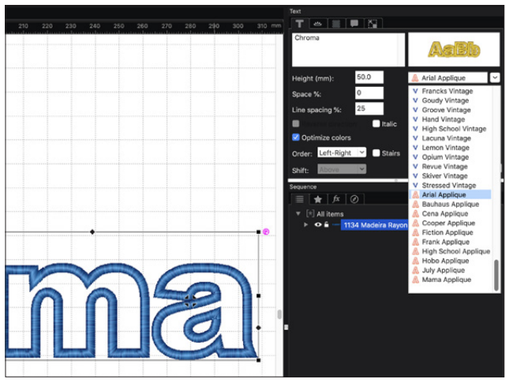


Figure 72

Create Appliqué using Text

1. To convert text into appliqué, click on the Text tool to type out the word you wish to embroider, using the appliqué technique.
2. Then, select an appliqué specific font. This will automatically outline your text with the Satin stitch. **See Figure 72.**
3. Next, create a tack down stitch. A tack down stitch connects the appliqué fabric to your garment. To do this, duplicate your design by right-clicking and selecting duplicate. Or copy and paste. The duplicated design will then appear automatically on top of the original one.
4. Next, right-click and choose Break Up text to convert your text into an object. This will convert each letter of your text into its own object.
5. Open your Sequence pane and make sure that your letters are in the correct sequence. **See Figure 73.**
6. Next, convert the duplicated object into a run stitch. A run stitch is a basic stitch that is used for tacking down fabric to other fabric. The basic stitch needs to embroider before your satin stitch so that your fabric is attached to the other fabric, and kept in place, so it doesn't shift when the satin stitch is applied.
7. To ensure that your design will embroider in the correct sequence, select your Slow Redraw tool above.

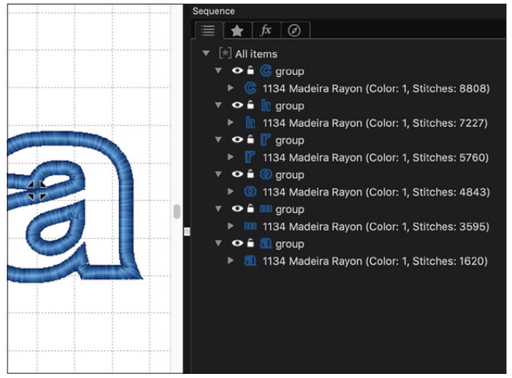


Figure 73

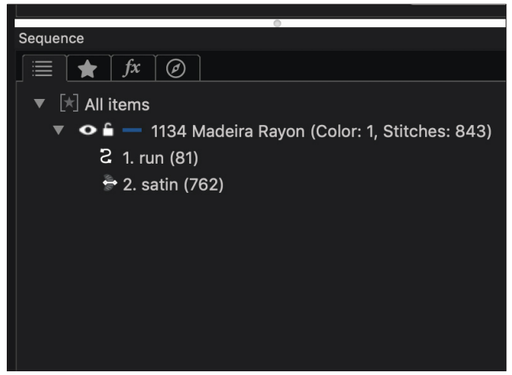


Figure 74

Create Appliqué using Shapes

1. Draw a shape with your Shape tool.
2. Right-click and transform your shape into a Run stitch.
3. Right-click again and duplicate your design. The duplicated design will then appear automatically on top of the original one.
4. Right-click and convert your new shape into a Satin Stitch and click Apply. A run stitch needs to embroider before the satin stitch. You can confirm this by checking that the run stitch is above the satin stitch in your sequence pane. **See Figure 74.** You can also confirm by selecting your Slow redraw tool above.

SECURING YOUR DESIGN

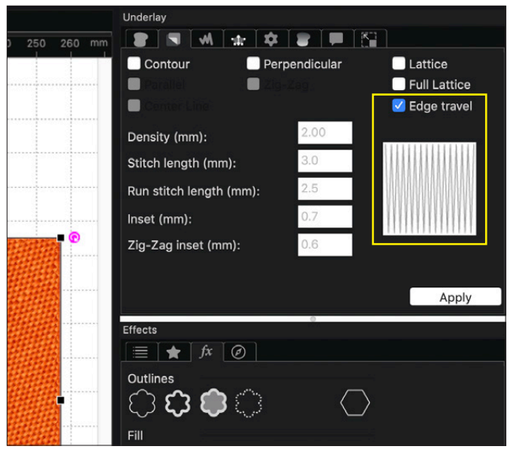


Figure 75

It is crucial to add the appropriate underlay and stitching to ensure that your design is secure during the embroidery process. Not using the right underlay for your specific design could cause registration issues, therefore messing up the finished embroidered product.

Underlay

An Underlay is the portion of the design that embroiders first to marry the fabric to the stabilizer. This ensures that the design will not shift and lose registration during embroidery. Using the correct type of underlay can prevent registration issues, while the wrong type of underlay can cause registration issues.

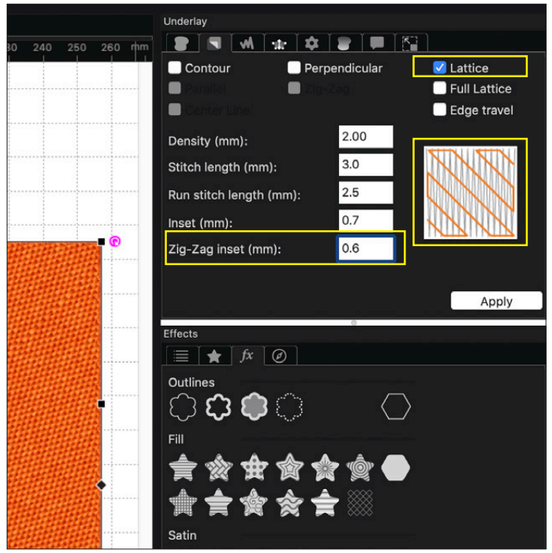


Figure 76

Chroma defaults to an Edge Travel underlay, which when embroidered, will follow the edge of your design. This could cause registration issues because the underlay may be too close to the edge, which risks the event of your fabric then shifting.
See Figure 75.

Instead, use a Centerline or Contour underlay, which will run near the center of your shape.

A Zig Zag and a Full Lattice underlay are used for designs that are prone to shifting frequently, like polyester fabrics that tend to move as the machine embroiders. **See Figure 76.**

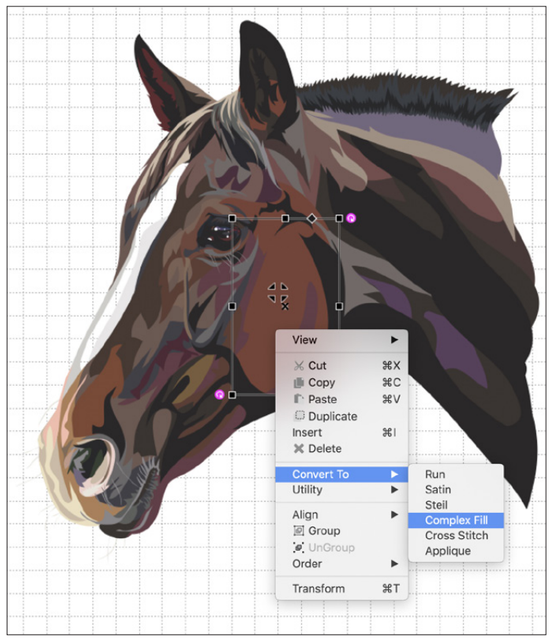


Figure 77

Convert To and AutoBaste

Before you get through too much of your design, it is best to convert the file to the appropriate stitch for proper embroidering.

To Auto Convert, you must first open a vector file, like an AI or SVG. Once the vector file is open, you can select any individual elements of the design.



Figure 78

Then, right-click and select Convert To, and choose the desired stitch. You can repeat this method throughout the entire design.
See Figure 77.

You can also use a Basting Stitch (Auto Baste) which is intended to help adhere the fabric to the stabilizer and come off after you have finished embroidering. This is useful when embroidering appliqué or in-the-hoop designs.

To automatically baste the perimeters of your design, select your design, click on Tools, and select Auto Baste. The basting stitch will now appear around the perimeters of your design.
See Figure 78.

THINK BEYOND

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