



INSPIRATION
STUDIO PRO 2014

Manual

Pazzles

Introduction

Congratulations on your purchase of the Pazzles Inspiration™ and your move to a more powerful and creative level of crafting! The Pazzles Inspiration™ gives you limitless freedom by allowing you to design and cut your own custom designs. Finally, you are no longer constrained by expensive dies or cartridges. Never again will you need to search through countless stores looking for the perfect title or image. Now, with the Pazzles Inspiration™, you are the creator and you can truly set your imagination free.

Tutorials

This manual will teach you the most popular features of our software. We also offer many video tutorials online at www.PazzlesCraftRoom.com that reinforce the instructions in this manual and teach you more advanced techniques.

Pazzles™ Online

Our online video tutorials, classes, projects, galleries, forums, support, and store put everything you need right at your fingertips. Join us online to meet other crafters, download free cutting files and ideas, and get help with all your questions.

www.PazzlesCraftRoom.com

Customer Support

Have you read the manual and troubleshooting tips and are still having trouble? We are here to help!

Phone Support: 1-866-PAZZLES (1-866-729-9537) (Monday through Friday 9:00 am to 4:00 pm MST)

International Phone Support 1-208-922-3558

Online Support: Visit our forums to chat with other users and get help from Pazzles™ staff
www.PazzlesCraftRoom.com

Email Support: Email us any time pazzles@pazzles.com

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Chapter 1: Basics Commands

Your software is the place where you can really let your creative juices flow. With lots of powerful features you can truly let your imagination run wild, but you do need to allow yourself some time to get to know the software. Don't be afraid to play with it and explore all the features. The more time you spend exploring now, the better equipped you will be to make all of your projects later.

In this chapter you will learn

How to open a new document
How to open a file
How to save a file
How to recover a lost file
How to Click and Drag
What an element is

How to Move an Element
How to resize and element
How to rotate an element
How to select multiple elements
How to group and ungroup

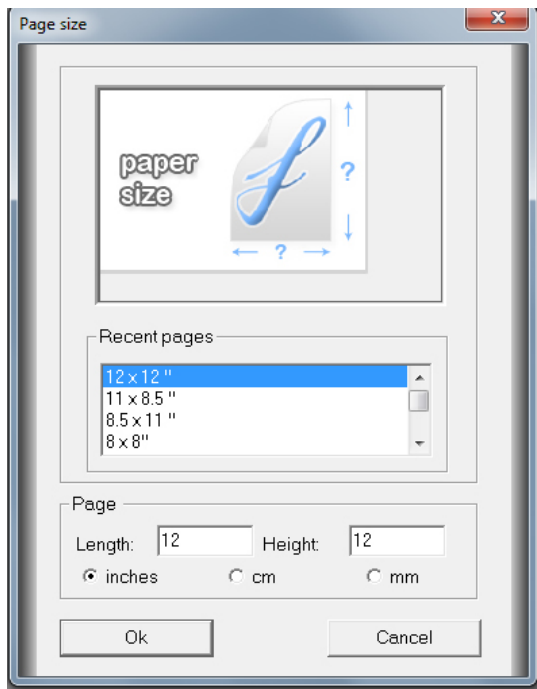
Opening a New Document



After successfully installing your software, there should be an icon on your desktop labeled "Inspiration Studio 2014". Double click this icon to open your software.



1. A screen should open like the one pictured
 - a. **Create:** Opens a new blank document
 - b. **Open:** Allows you to choose and open a saved document
 - c. **Learn:** Sends you to Pazzles™ video tutorials



2. Select "Create A New Document".
3. A new screen should appear that says "Paper Size".

Here you can select a template with dimensions that match the dimensions of your page.

You can choose one of the preset page sizes by clicking on it or create your own custom page size.

Selecting inches, cm, or mm will bring up presets in using those measurements and allow you to create a custom page using that measurement unit.

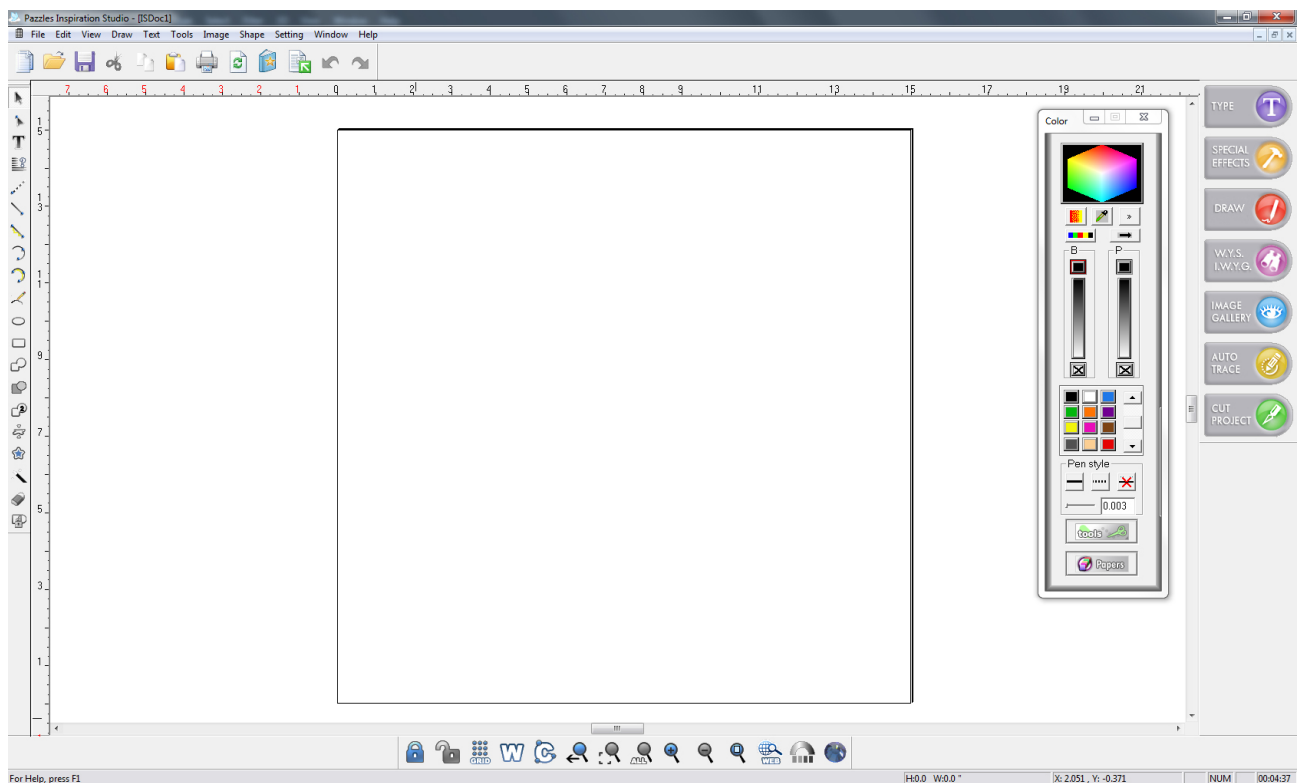
4. Select a page size and click "Ok"

5. A new page will open up

You will see several toolbars and a white square or rectangle outlined in black depending on what dimensions you chose for your page.

6. This rectangle represents your page.

Every design that you make should be inside of the black lines. Designs that are not inside of these lines will not be cut.



Basic Commands

Pazzles Inspiration Studio™ is powerful software with many wonderful tools. However to learn them all at once is a bit overwhelming. This section will give you an overview of the basics.

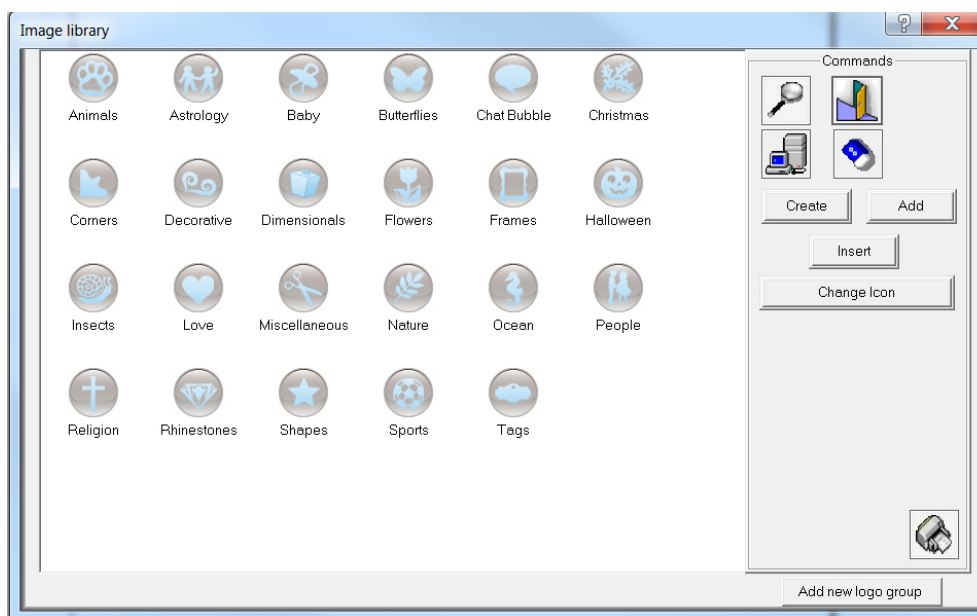
Opening A File

Image Gallery

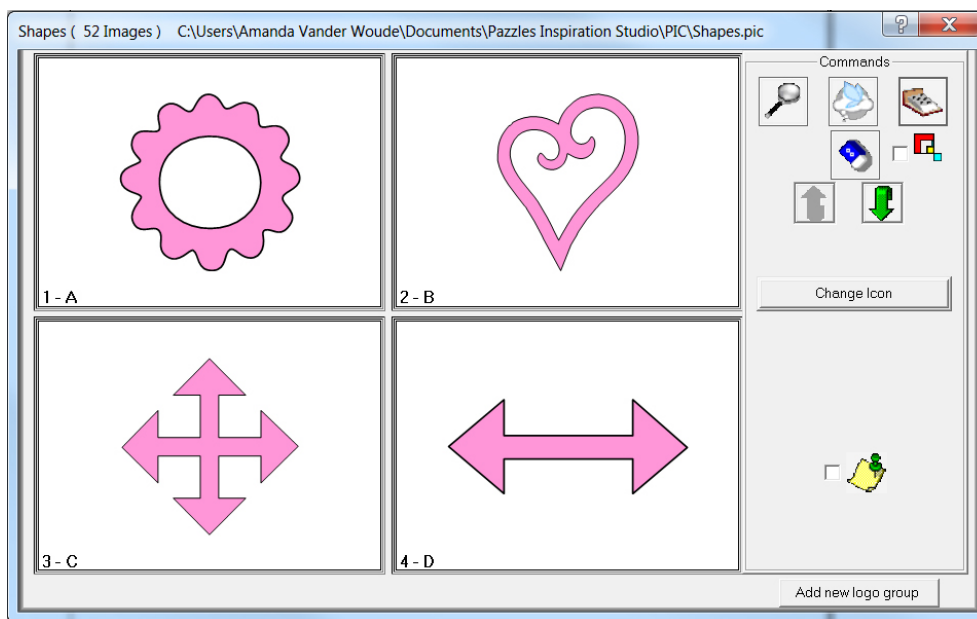


There are hundreds of predesigned cutting files stored within your software that you can use. To access them, click on the Image Gallery button in the toolbar on the right. This is also where any files from CDs you have bought from Pazzles will be installed.

This will open your Image gallery window. Double click any of the categories to open it.

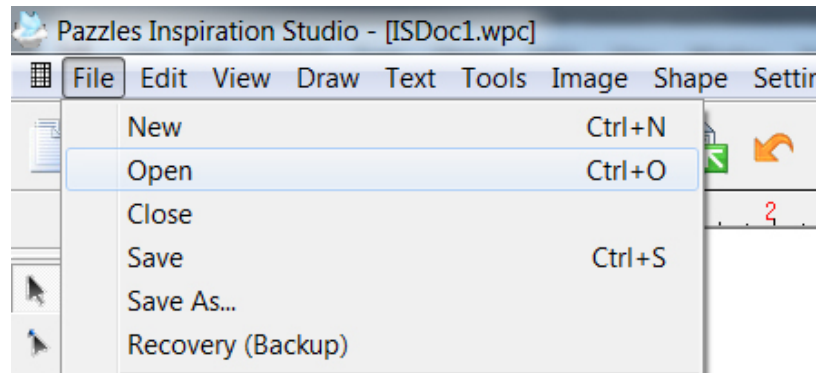


You can then click on any image to put it on your page. You can put multiple images on your page at once. If you want to return to the category page, click the button in the top right that looks like a card catalog. When you are done, click the red X in the top right of the screen to close the window.

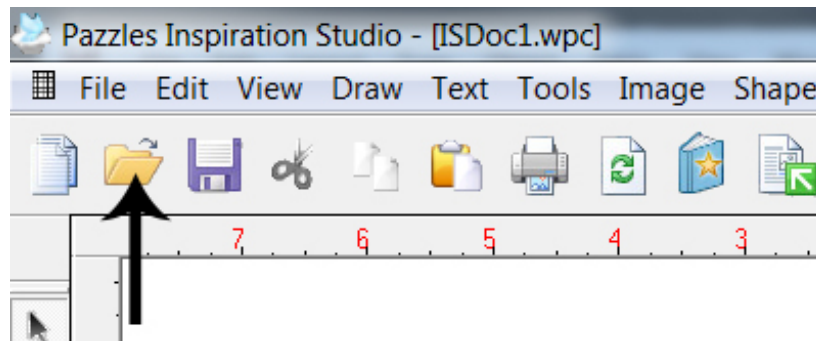


Open Saved Files

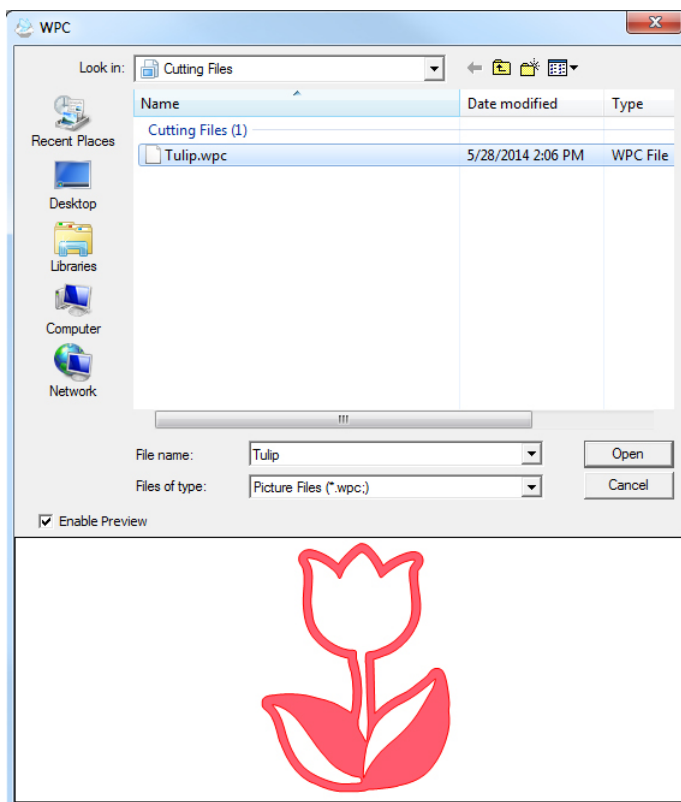
If you have saved a file on your computer you can open it by clicking on the “File” drop down menu at the top left of your screen and select “Open”.



You can also select the “Open” button in the Document Bar at the top of the Inspiration Studio screen.



A new window will open. You will then need to locate where you saved the file on your computer. When you find the file, click on it so that it is highlighted and select “Open”.

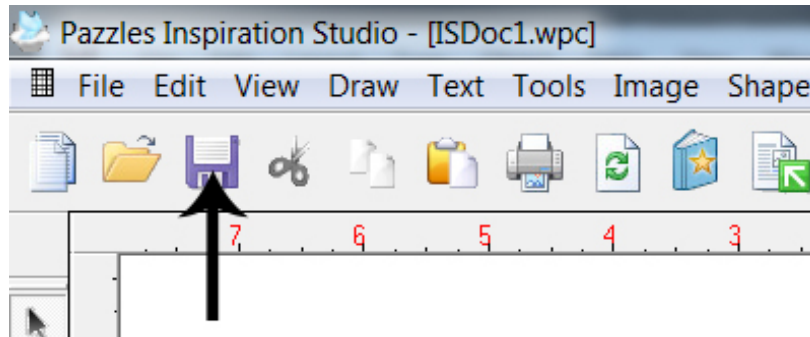


There is a box near the bottom of the window that says “Enable Preview.” If you have this checkmarked, you will be able to preview your cutting file before opening it!

Saving A File

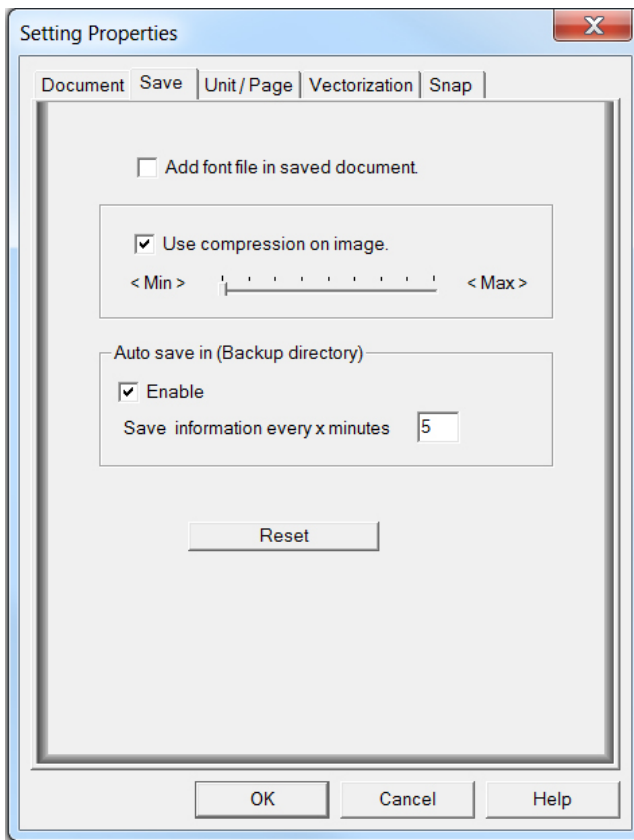
Once you are ready to save a file, you can go to the “File” drop down menu at the top left of your screen and select “Save”.

You can also select the “Save” button in the Document Bar at the top of the Inspiration Studio screen.



Locate where you want to save the file on your computer. Name the file by typing in the box next to “File Name” and then select “Save”.

Recover A File

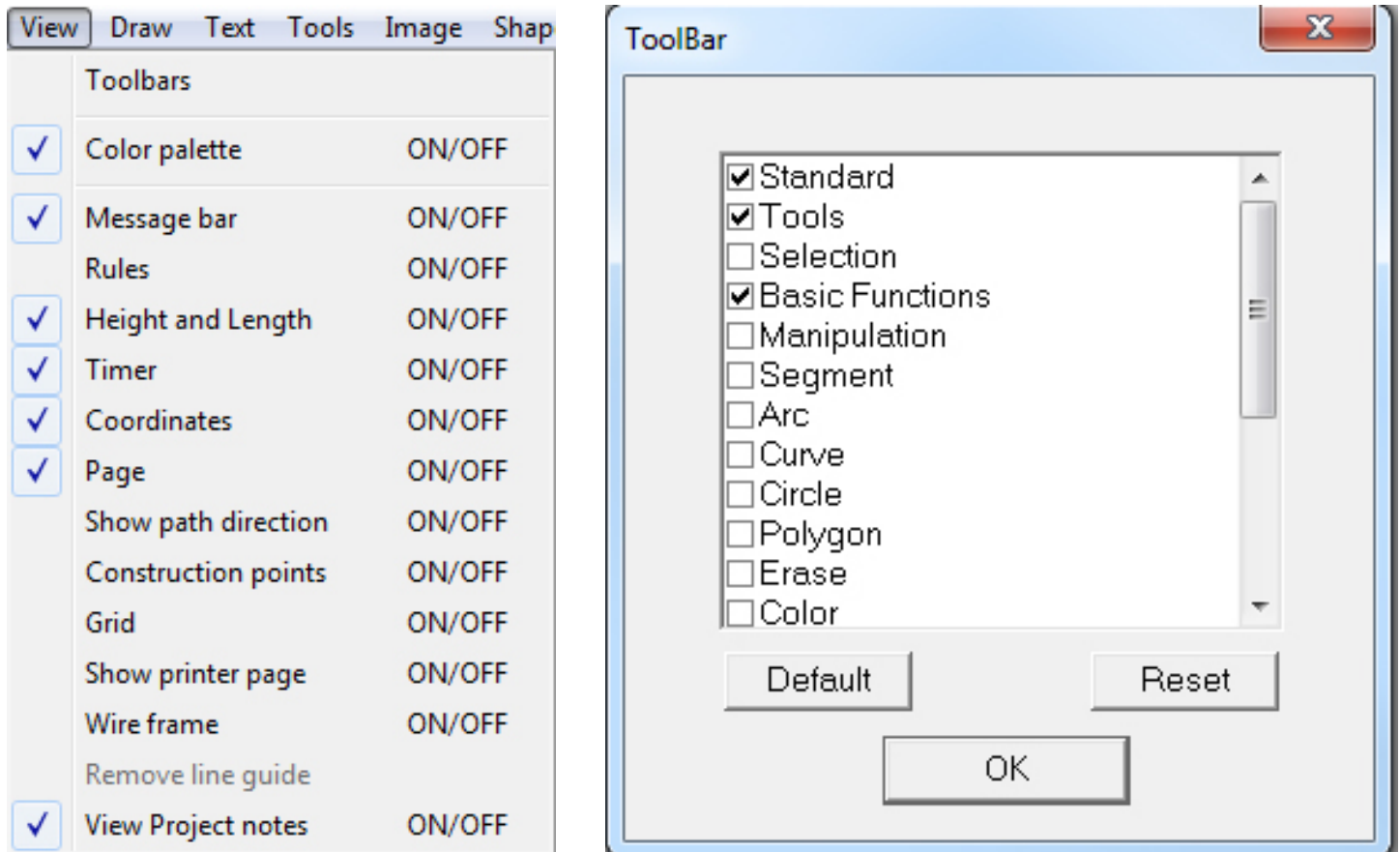


If for any reason your software shuts down while you are mid-project, you can recover your work by going to the File drop down menu and selecting “Recovery”. Your project is auto saved in this backup file every 5 minutes so that in case something happens, you will not lose all your work. Note however that any changes you have made in the past 5 minutes may not be reflected in the backup file. To access the backup file go to the “File” drop down menu at the top left of the Inspiration Studio screen. Then select “Recovery (Backup)”. There will likely be many saved backup files in the folder that opens. Look for the file that has the same name as the one you were working on and open it. **Then select the “Refresh” button to see it appear on your screen.**

You can change the settings for auto save or even turn it off by going to the Setting drop down menu and selecting “Setup”. In the new window that appears, select the “Save” tab. There you can select to enable/disable auto save and select how frequently an auto save occurs. Note that more frequent auto saves will slow down your software slightly. Once you have made your changes, select “Apply” to save your settings.

Resetting Tool Bars



If at any point while you are working you misplace or accidentally shut one of your toolbars or you simply want to reset the screen display back to default, go to the “View” drop down menu and select “Toolbars.” In the new window that opens, select “Default” and all of the toolbars will be reset to their original position.



Click and Drag


Click and drag is a term you will hear often. To click and drag, press the left button on your mouse and hold it down (click). While you are still holding the mouse button down, move your mouse in any direction (drag).

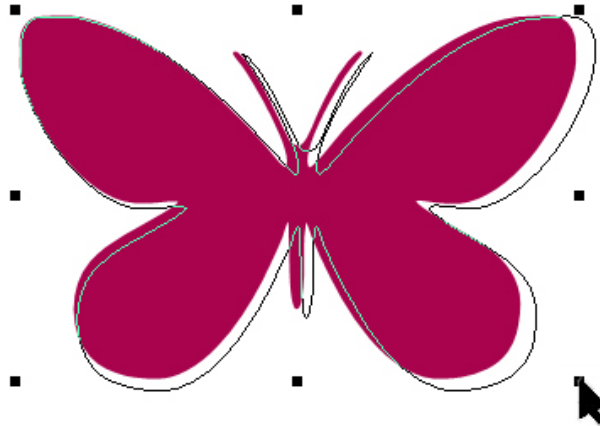
Moving a Design

To move a design, click on the Select Elements Tool  in the Tools Bar on the left side of your screen. Then hover over the center of the design you wish to move. A cross with arrows symbol  should appear. When it appears, click and drag your image to move it to a new location.


To move a design in small increments, select your design as described above. Then use the arrow keypad on your keyboard to move the element in very small precise increments.

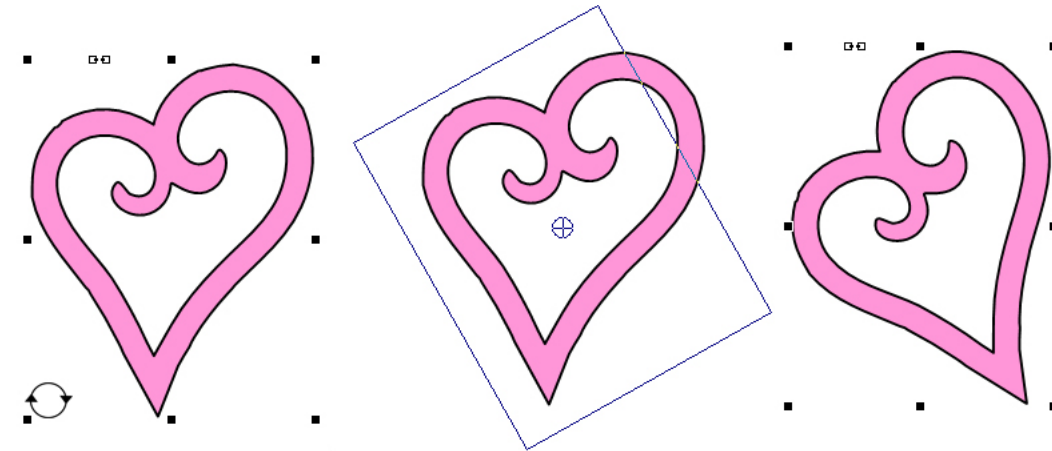
Resizing

If you choose a size for your image or text and then decide it isn't quite right, you can easily change it. Simply select the element with your Select Elements tool  and then click one of the corner black boxes or handles that surround it and drag it in to make your image smaller or drag it out to make your image bigger.



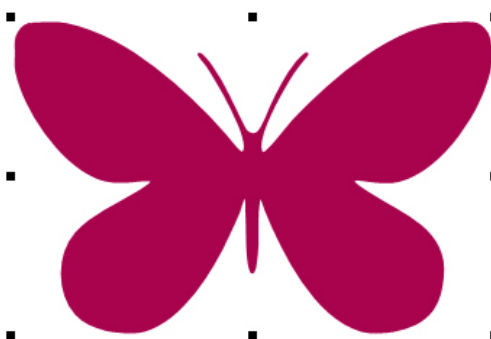
Rotating

You can rotate your image by selecting it and then hovering your mouse cursor over the bottom left bounding box until your mouse cursor turns in to the rotating tool.  Then simply click and drag to rotate your design.



Selecting Multiple Elements

You will find that often when you have a design with multiple elements (An “**element**” is any piece of your design that you can select such as a line or a circle) you cannot simply click on the design and move, rotate, or resize it because not all of the pieces of the design are selected. The screen shot below shows a butterfly design with multiple elements. The bottom of the screen shot shows what happens to the butterfly design when you try to simply click and move the design.



Notice how the insides of the butterfly's wings have been left behind. This will happen to any design with multiple elements that is not grouped

Tip! Many of the designs by Pazzles are grouped which means that you can select the entire design with one click. See the "Group and Ungroup" section of this chapter for more details.

To prevent this from happening you will need to select multiple elements at once. There are several methods to do this; each method can be very useful depending on the situation.

Drag a Box

A great way to select multiple elements at once is to click and drag a box around all of the elements you wish to select. To click and drag a box, click somewhere on your page where the page is empty. While still holding down the mouse button, move your mouse. If you have done this correctly you should see a red outlined box appear on your screen. As soon as you release your mouse button, the box will disappear and be replaced by the small selection handles (boxes) around any images that were inside your box.

Tip! Make sure you drag a box big enough so that all the elements are completely inside of it or they will not be selected. Think of it like casting a net for all the pieces you want to select.



Shift and Click

You can also select several elements at once by using the select elements tool. Select your first element, then hold down the shift key and continue clicking on all of the elements you wish to select. This method is useful with elements you wish to select that are spread apart or when there are other elements nearby that you do not want to select.

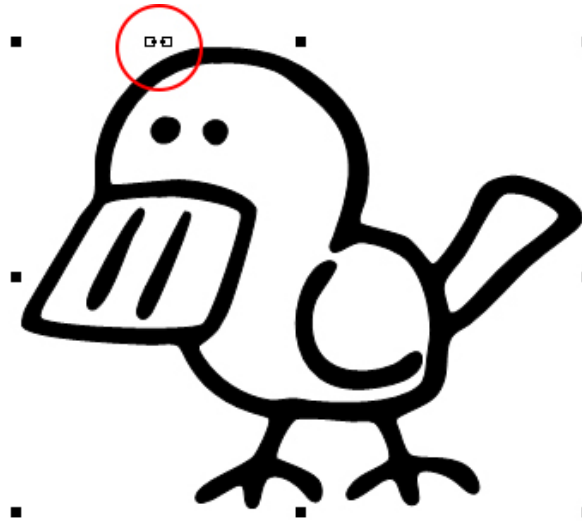
Selecting All Elements

If you would like to select all the elements on your page you can either click and drag a box around all of them or you can press Ctrl+A on your keyboard.

Group and Ungroup

Grouping and Ungrouping are extremely useful tools when you are working with a design. Grouping makes it so you can select multiple elements with just one click. To group your image, you must first select ALL of the elements you want to group (see Selecting Multiple Elements section above).

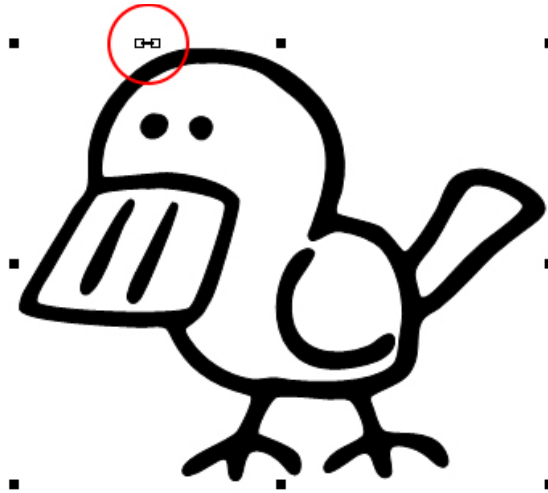
First, select all the elements you want to group together. You can then group them by pressing the broken link image that appears on the top left of your selected elements.



As you hover over the broken link image, it should say “Group”. Press it and the broken link will change to a link. Once that happens you have successfully grouped your image.

Now when you click on your image you will select the entire image instead of just one piece. This can make it much easier to move your design around when you are positioning things on your page or when you are resizing your design.

Sometimes you may be working with a grouped image and find that you can't do certain things. Grouping can prevent you from using the Move Point tool to manipulate your image, selecting only certain parts of your image, and various other tasks you often want to perform. If you are ever trying to work with your image and it doesn't seem to be responding, try ungrouping your image. Ungrouping is easy. Click on the image you want to ungroup, and then hover over the link image that is at the top left of your design, it should say “Break Group” as you hover over it.

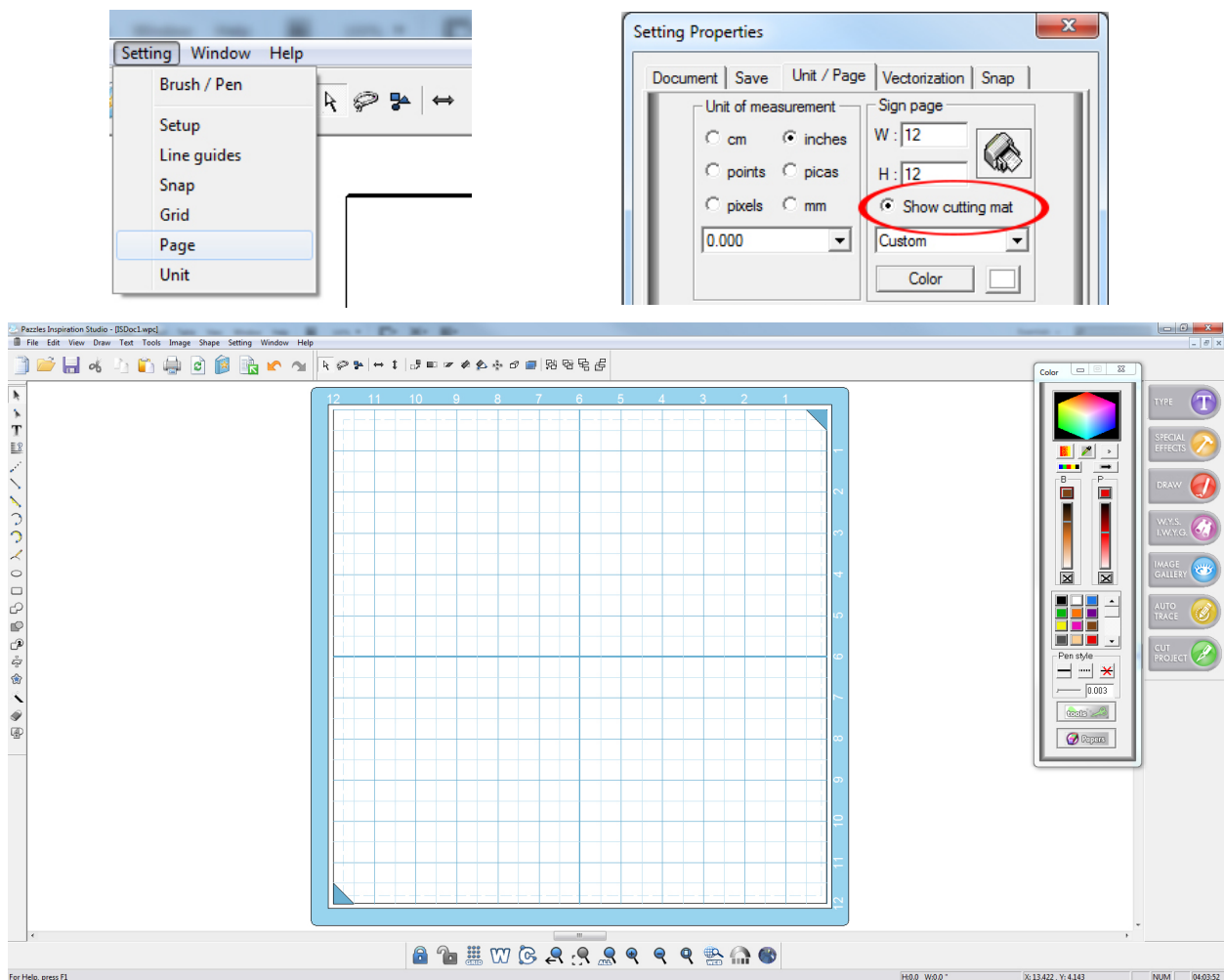


Click on the link image. When the link image changes to an unlinked image you have successfully ungrouped your image.

Mat Screen View

The Mat Screen View is an optional display that a grid on your page in the software that matches your cutting mat. This makes it easy to position your design on your page so that it cuts out exactly where you want it to on your mat.

You can enable this feature by selecting “Page” from the “Setting” drop down menu. In the window that appears, select the “Show Cutting Mat” option and then click “Ok”.



Chapter 2: Tool Bars

When you first open the Inspiration Studio™ you will see several tool bars. These tool bars are shortcuts to all of the most frequently used features of the software. This section will show you what each button does and give you some tips on how to use them. To see some great ways to use these tools see Chapter 4 “Your First Project”.

In this chapter you will learn

What the Document Bar is and how to use it

What an “action” is

What the Color Palette is and how to use it

How to do fancy scissor lines

How to create lattice designs with the lattice tool

How to fill your designs in with paper textures

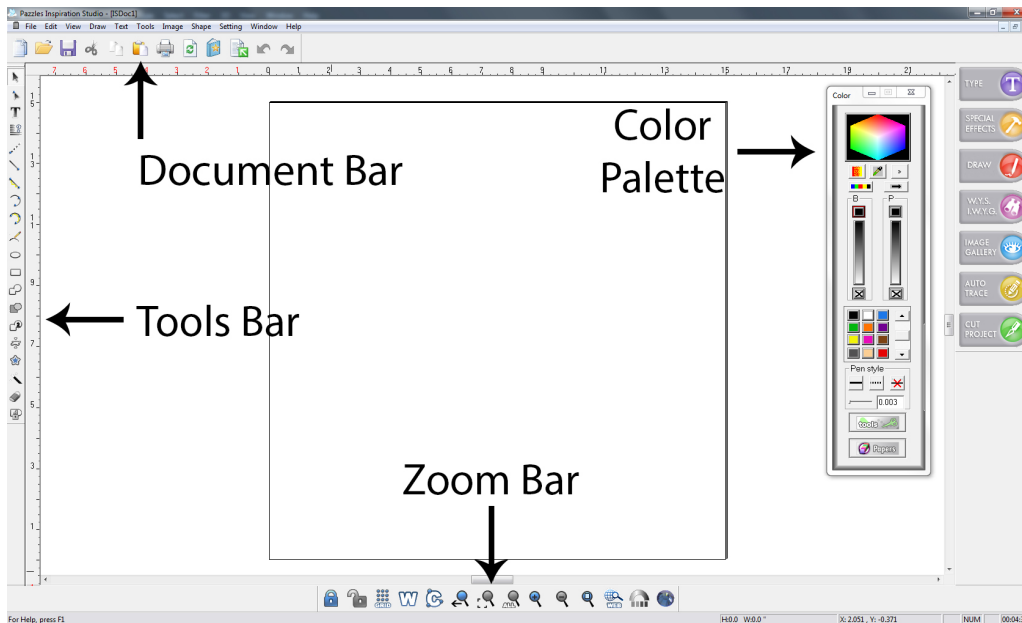
What the Tools Bar is and how to use it

How to Weld, Subtract Weld, and Weld and Subtract

How to Distort

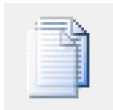
How to create outlines and shadow mats

How to contour cut for print and cut

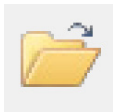


Document Bar

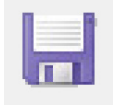
Look for these buttons on the top left side of your screen. They perform lots of the basic functions that you may already be familiar with from other software programs.



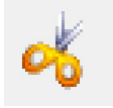
New Document: (Ctrl+N) Open a new document



Open: (Ctrl+O) Select and open a saved document



Save: (Ctrl+S) Save a document



Cut: (Ctrl+X) Cut a selected element out of the page



An “**element**” is any piece of your design that you can select.



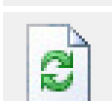
Copy: (Ctrl+C) Make a copy of the selected element



Paste: (Ctrl+V) Insert the most recently cut or copied element



Print: (Ctrl+P) Print out a copy of your design on your printer



Redraw: Refresh your screen



If you see lines appear on your screen that you didn't create, or you move an element and it looks like a copy of it is left behind. Use "Redraw" to make these "phantom lines" disappear.

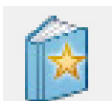
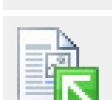
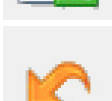


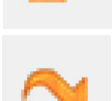
Image Gallery: Open the in-software image gallery



Import: (Ctrl+I) Select and import a document such as a cutting file, clipart or photograph



Undo: (Ctrl+Z) Undo the last action you did



Redo: Redo the last action that you "un-did"



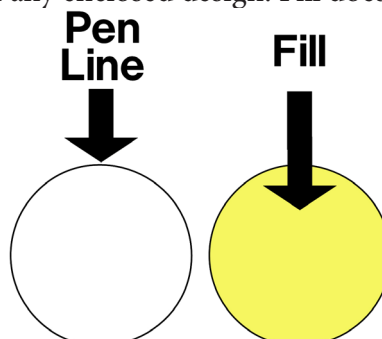
An "**action**" is anything you do to change your design such as drawing a line or moving an element. You can undo and redo up to 40 actions. You can also adjust this number by going to the "Setting" drop down menu, select "Setup", and look for the "Undo" section. Adjust the number under "Next: Level".

Color Palette

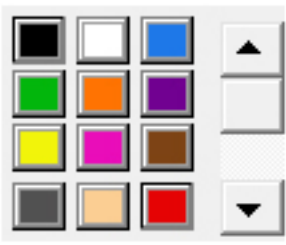
The color palette on the right side of your screen allows you to change the color of your vector lines, fill your designs in with color, and even change the style of your pen lines. In this chapter we will introduce you to the basic functions of this tool bar.

Pen Lines

"Pen Lines" are the actual lines that you draw on the screen that make up your design. Pen lines are what will actually be cut. "Fill" is the color inside of any enclosed design. Fill does not affect how your design is cut.



Tip! Using the “Fill” feature can make it easier to envision what your design will look like when it is cut out.



Palette: Here you can change the color of the pen lines and fill of any selected element by choosing from preset colors.



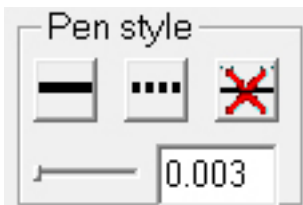
Color Box: Use the color box to select a custom color for the pen line or fill of any selected element.

Tip! When using the palette and color box you can change the color of your pen line by right clicking on the color you want. To change the color of the fill, left click on the color you want.



Pen and Fill Bar: These bars show you what colors are currently selected for your pen lines and fill. The bar on the left indicates your fill color. The bar on the right indicates your pen line color.

Clicking the “X” boxes will make the pen line or fill invisible.



Pen Style: Use these buttons to change the style of your pen line to solid, kiss cut, or make the pen line invisible (it will still cut).

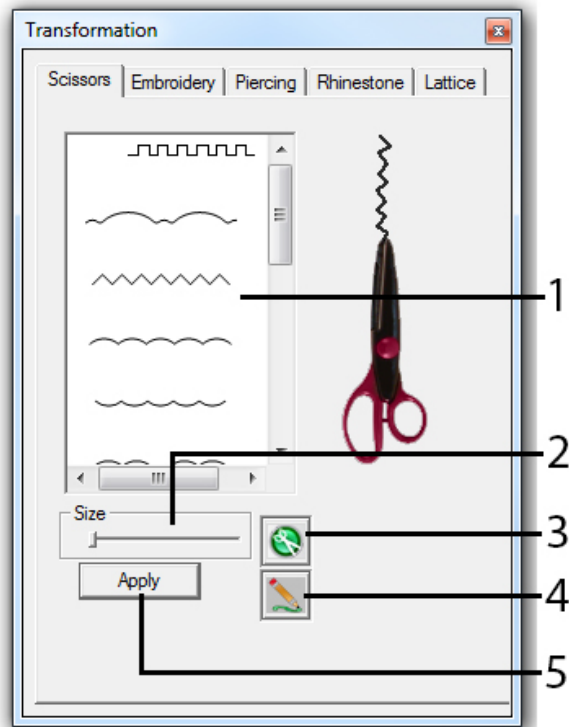
Use the slider bar to change the thickness of your line. You can also type in a number but keep the number small ex. 0.05

Tip! The slider bar does not change the thickness of your pen line when it is cut, only the appearance of the pen line on the screen.

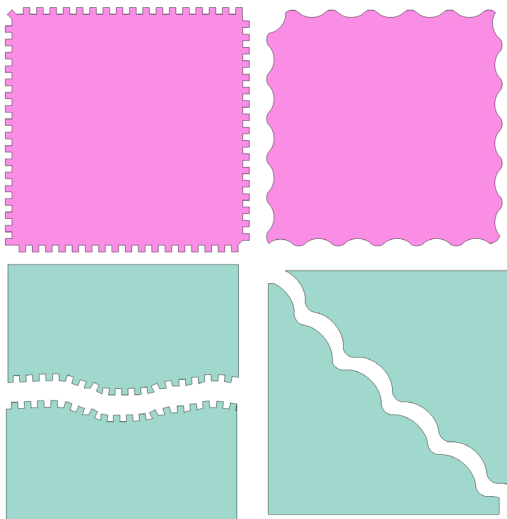


Pen Style Tools: Brings up a window with additional pen styles under four tabs: scissors, embroidery, piercing, and rhinestone.

Scissors Tab: Select different fancy penlines that you can apply to your design in a variety of ways.



1. Pick the pattern for your pen line.
2. Change the size of the pattern.
3. Cut through your design using the selected pen line.
4. Freehand draw using the selected pen line.
5. Apply the pen line to a selected design.



The pink designs were made by applying a pen line to a selected design.

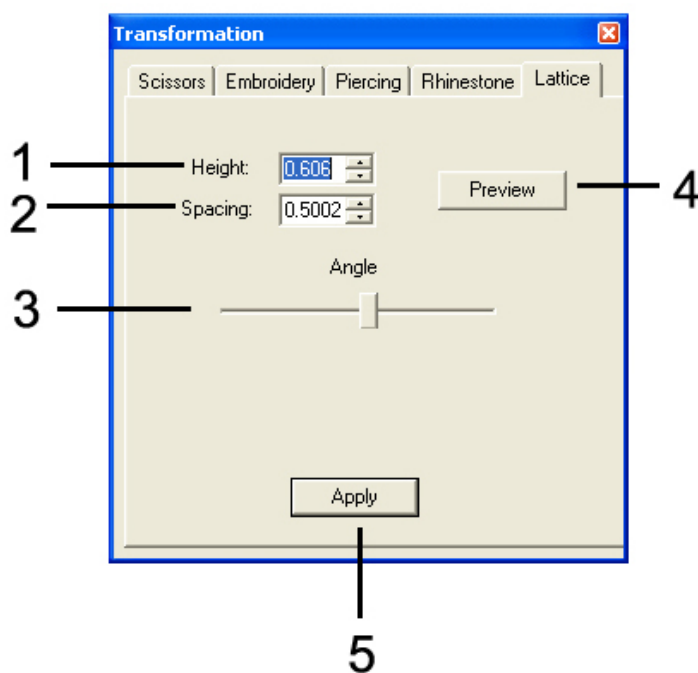
The blue designs were made by using the scissor button to cut through a design.

Piercing Tab: Create piercing points that are equal distances apart on your selected element. Meant for use with the piercing tool.

Embroidery Tab: This feature is meant for sewing. There is a more convenient, automated version of this feature under the Special Effects button in the Basic Functions toolbar on the right of your screen.

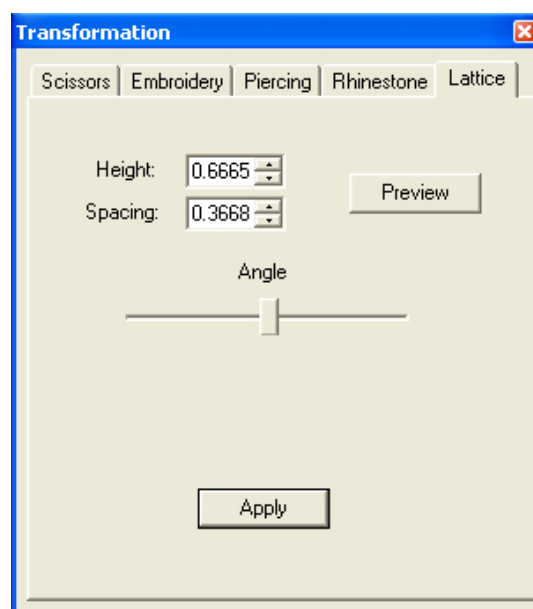
Rhinestone Tab: this feature will be discussed in depth later in the “Rhinestone” chapter.

Lattice Tab: Create a beautiful lattice design out of any shape or text.

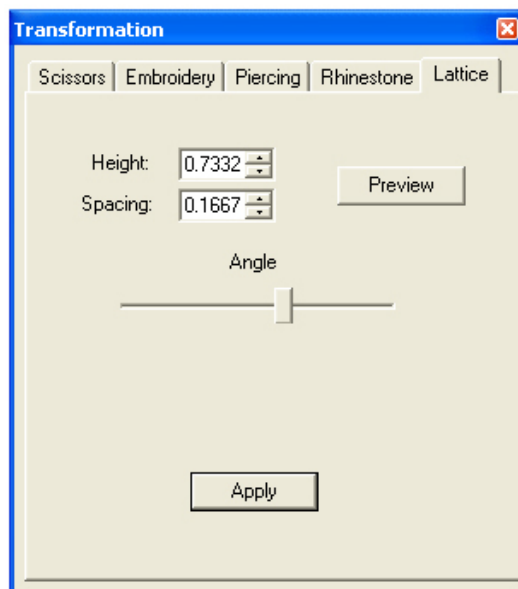


1. **Height:** Adjust the height of your lattice design
2. **Spacing:** Change the spacing of your lattice design
3. **Angle:** Increase or decrease the angle of your lattice by moving the slider bar left to decrease and right to increase.
4. **Preview:** Preview the lattice on your design. You will need to have your design filled in with color to be able to preview the lattice design.
5. **Apply:** Apply your lattice settings to your design. Your lattice will not be applied unless you select Apply!

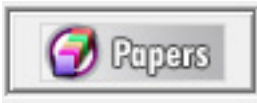
This is a 7"x7" square that was converted to a lattice design for a card background.



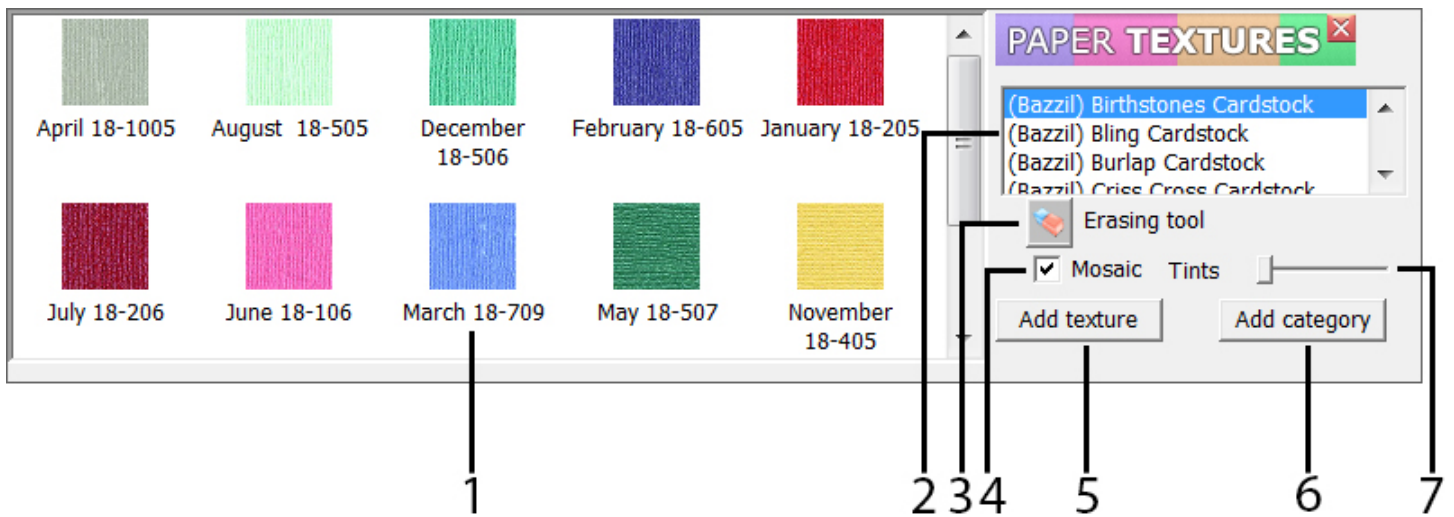
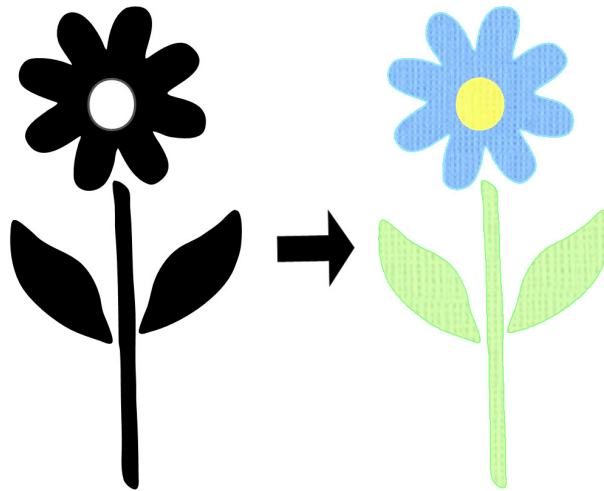
This is a 4"x5" oval that was converted to lattice design and used as the center of a tag.



These are just two examples of the hundreds of uses for the lattice tool. Create borders and backgrounds or beautiful lattice shapes and text. The more you play with it the more great ideas you will get!



Papers: Fill your design with beautiful paper textures that can help you visualize what your final design will look like. This is also a great way to create beautiful designs to print and cut!



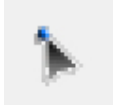
1. **Paper Colors:** To fill your design with a beautiful paper texture, select your element and then click on the color you want.
2. **Paper Textures:** Select from one of the many paper categories to find different colors and textures of paper.
3. **Erasing tool:** Select this button and then click on a paper in the Paper Colors window to permanently erase that paper texture option.
4. **Mosaic:** When selected, your design will be filled with small tiles of the same texture over and over again. Generally using mosaic will give you a more natural look.
5. **Add Textures:** Add your own textures by importing a picture into the software, then select your image and click on “Add Texture”. In the new window, name your texture and select “OK”. Your texture will be added alphabetically to whatever category you have selected.
6. **Add Category:** Create your own category to put your new textures under.
7. **Tint:** Once you have filled your design with a paper texture you can use the Tint slider bar to scroll through the different paper colors available.

Tools Bar

This tool bar on the left side of your screen contains all of the functions you will use when creating or modifying a design.



Select Elements: Use this arrow to select elements of your design that you wish to work with.



Move Point: (F9) Use this arrow to manipulate the lines of your design. (ex. Use to make a straight line curved.)



Write Text: Press this to bring up a cursor, then click on your page with the cursor and type to insert text.



Justification: Brings up a tool bar to align your selected element(s) (including text) to the center, left, or right.



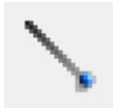
“Pen Lines” are the actual lines that you draw on the screen that make up your design.



Kiss Cut: Select to draw a dashed pen line instead of a solid pen line.



The Kiss Cut is great for making fold lines for cards, bags, etc.



Segment from Path: Use to draw connected, straight, solid pen lines. To use this tool click and drag to create your first line, then continue clicking to create more connected lines.



Replace by a Segment: Use to replace curves, corners, or jagged pen lines with a straight line. To use this tool, simply click and drag a box around the area you wish to replace.



Arc from Path: Use to draw connected, curved pen lines. To use this tool click and drag to create your first line, then continue clicking to create more connected lines.



Replace with Arc: Use to replace straight pen lines, corners, or jagged curves with a smooth curve. To use this tool simply click and drag a box around the area you wish to replace.



Freehand Draw: Use to freehand draw pen lines. The software will automatically connect the two ends of your pen line to create an enclosed element.



Oval: Use to draw ovals



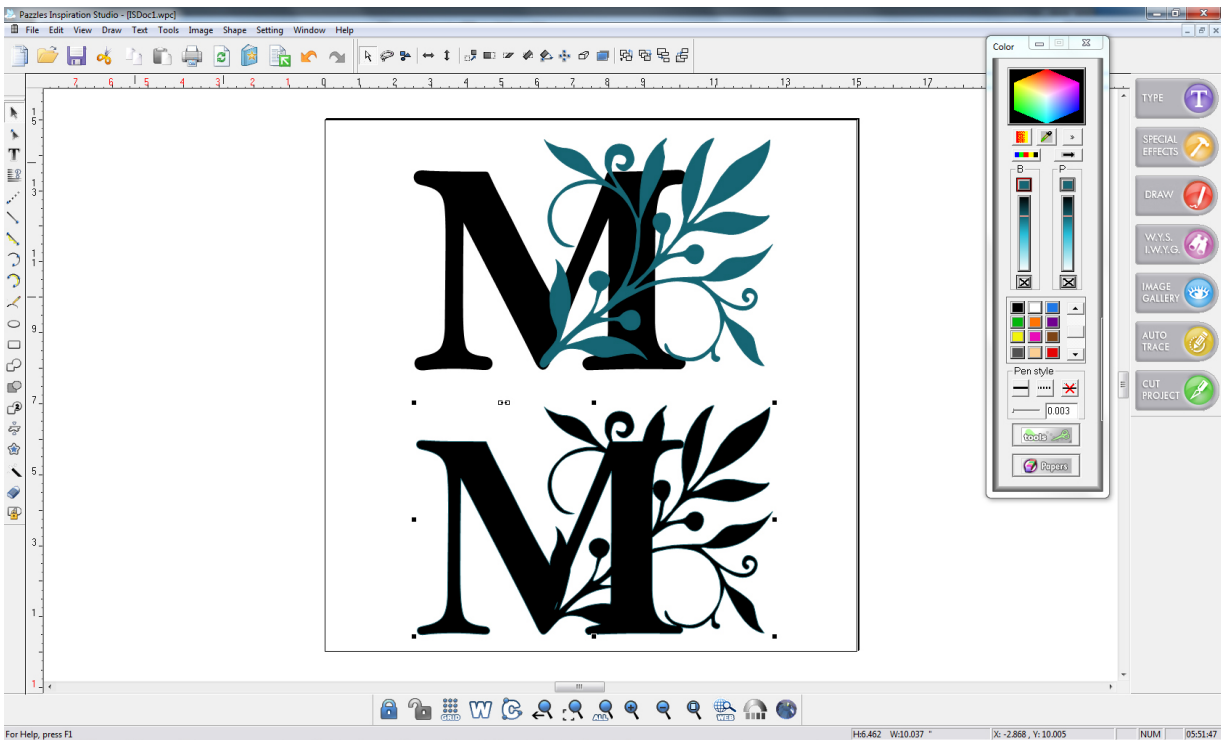
Rectangle: Use to draw rectangles



You can draw perfect circles and squares with the Oval and Rectangle tools. Simply press the “Shift” key on your keyboard while you click and drag to create your circle or square.



Weld: Use to join two or more overlapping elements together.

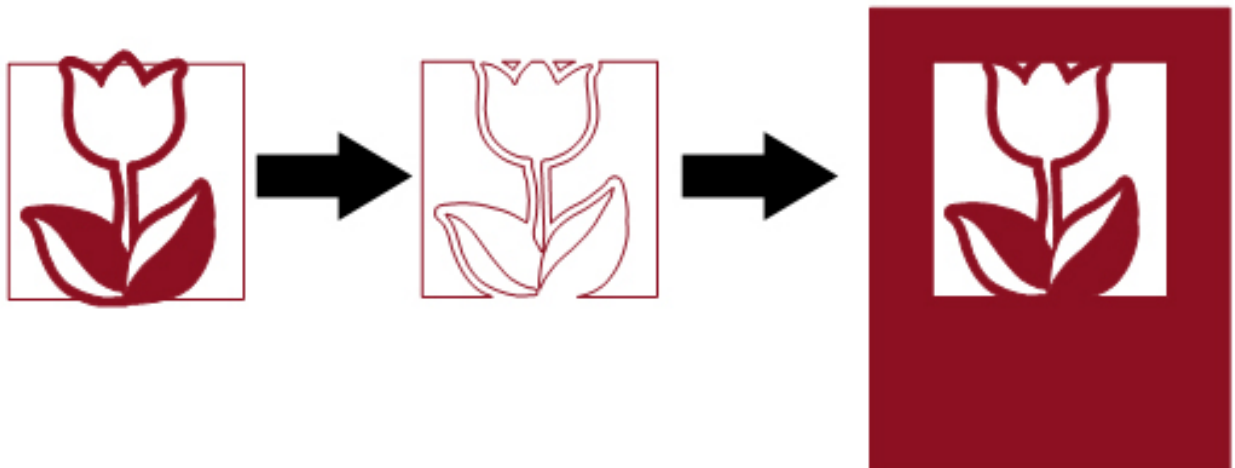


You will need to have all the elements you wish to weld selected before you can weld them together (See “Selecting Multiple Elements”).



Subtract Weld: Subtracts one element from the other, like using a cookie cutter on cookie dough. To subtract weld, select all of the elements you want to subtract weld and then select the Subtract Weld tool from your tool bar.

In the following example we started with a tulip image and a square. Notice how the tulip is slightly overlapping the square on the top and bottom. We then subtract welded. You can see how the tulip is now joined to the square on the top and bottom where it had been overlapping before. We then added this piece to a larger rectangle to make a beautiful window card.

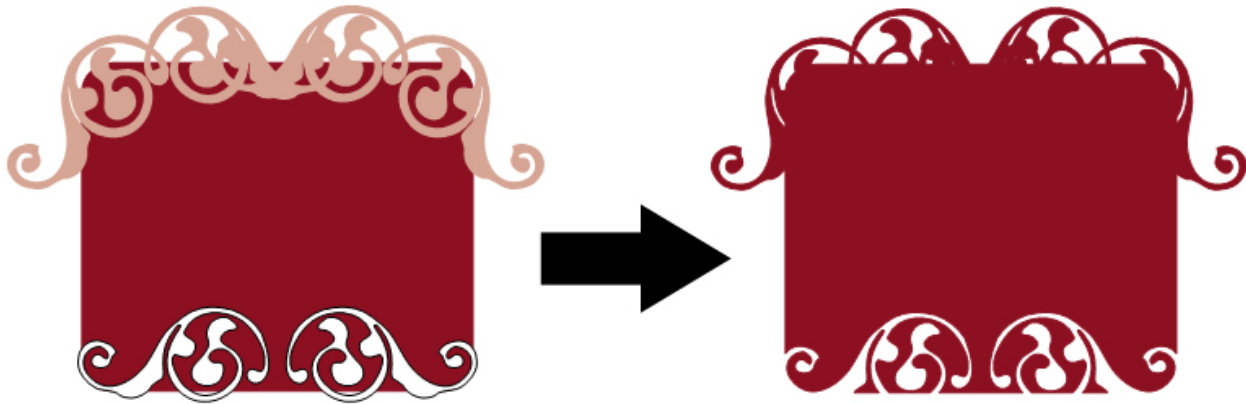




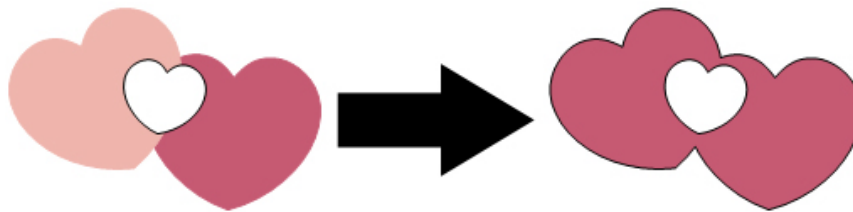
Weld and subtract: A combination of welding and subtract welding. Using the weld and subtract feature you can weld colored elements together and subtract any white elements at the same time.

In the following example the flourishes on the bottom of the frame are filled with white while the square and top flourishes are filled with colors.

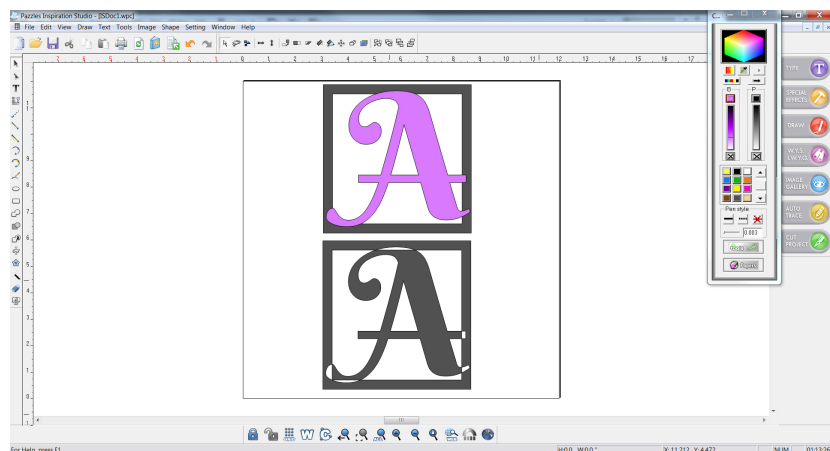
Notice that after we have used Weld and Subtract the rectangle and top flourishes are welded together while the flourishes on the bottom that were filled with white have been subtracted from the design.



Here is another example where we have taken 3 hearts, 2 large ones with color and a smaller white one. We then used Weld and Subtract. Notice how the two large hearts are welded together and the white one was subtracted.



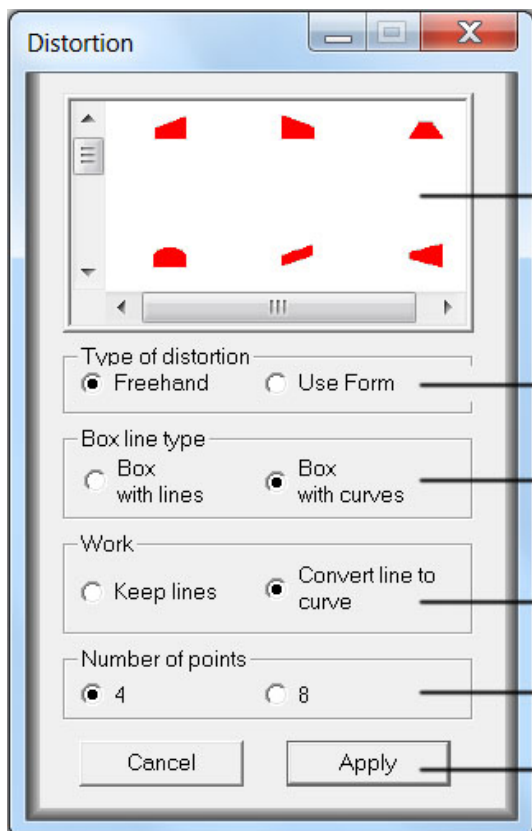
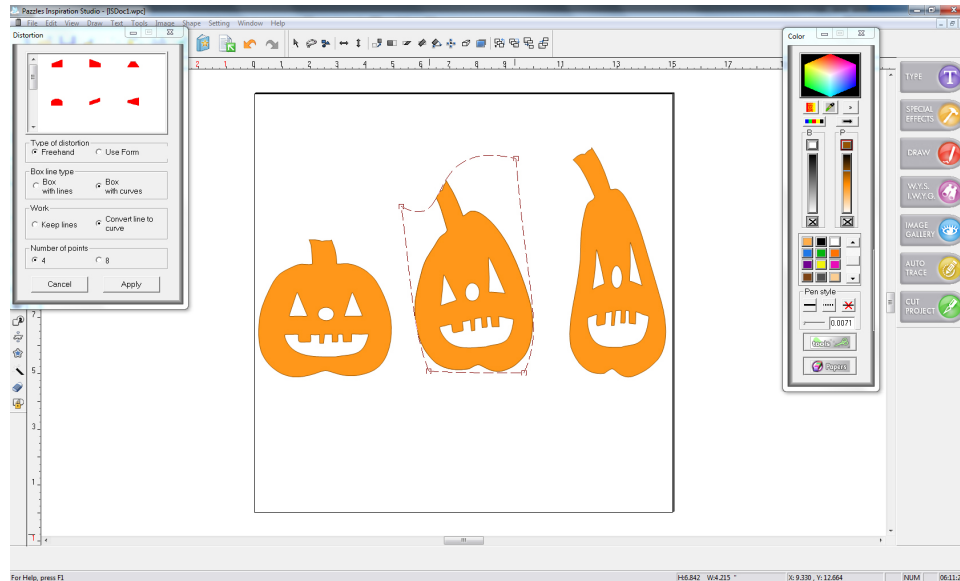
Weld and Subtract is also useful for designs that you are having difficulty welding normally. This can often happen when you are trying to weld something to the inside of a frame. In the example below, we wanted to weld an “A” to the inside of a frame, but if we use just the normal weld button the bottom example demonstrates what results.



Using a normal weld will not work for trying to weld something inside a border, however Weld and Subtract gives us perfect results.



Distortion: (Ctrl+K) Brings up a window with distortion features to change the shape of your selected element. You must have an element selected before you can use this feature.



1. **Form Selection:** Select from 14 different preset distortion forms.

2. **Type of Distortion:** Select Freehand to create your own distortion. To use this feature select Freehand and then click and drag one of the boxes that surrounds your selected element.

3. **Box Line Type:** Select Box with Curves to be able to manipulate your image with curves instead of straight lines. To use this feature select Box with Curves and then click and drag on the lines that surround your selected element.

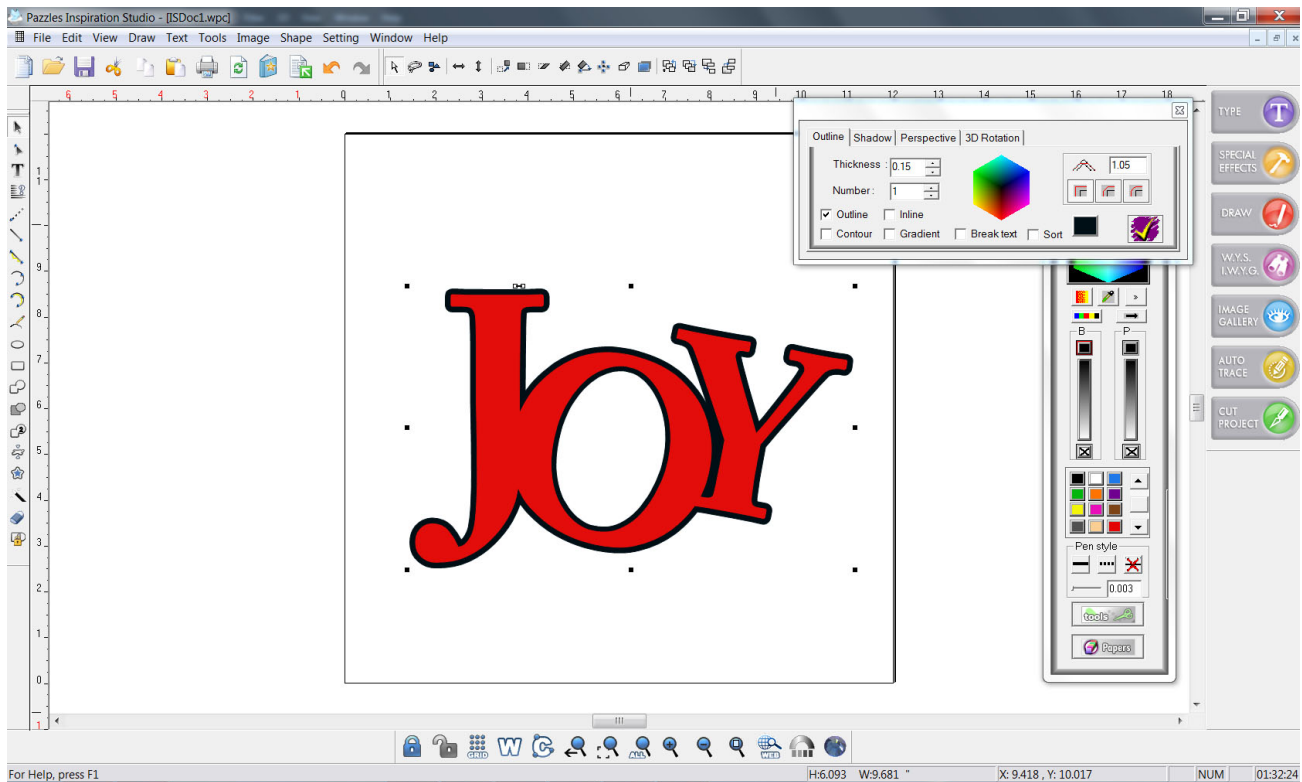
4. **Work:** Select Keep Lines to keep all the lines of distortion straight as you manipulate the bounding boxes. Select Convert line to curve to allow the distortion to curve as you move the bounding boxes.

5. **Number of Points:** Select 8 to add 4 additional bounding boxes around your element so that you have even more ways to manipulate it!

6. **Cancel/Apply:** Cancel will close the Distortion window without applying your selections. Apply will close the Distortion window and apply your selections.



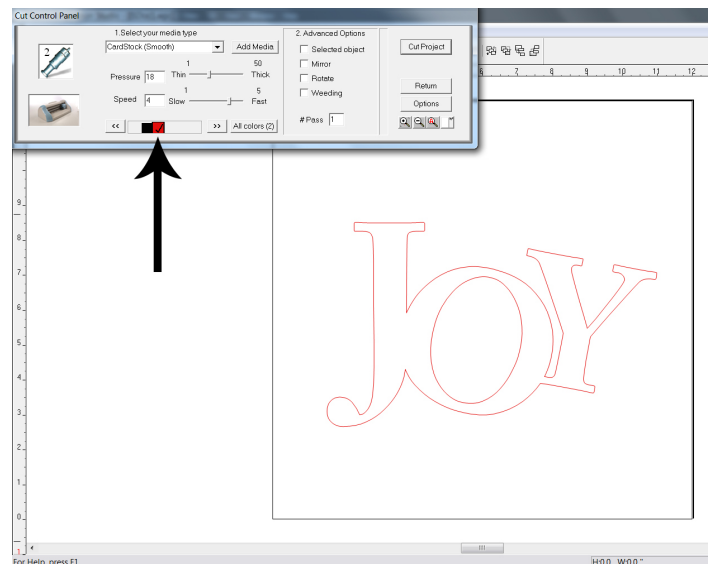
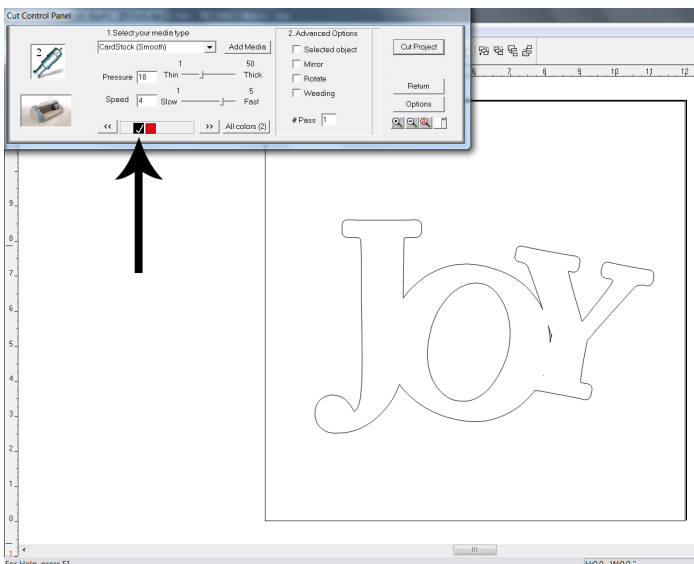
Outline: Creates an outline around your selected element. To use this feature, first select the element(s) you wish to outline and then select the outline feature.



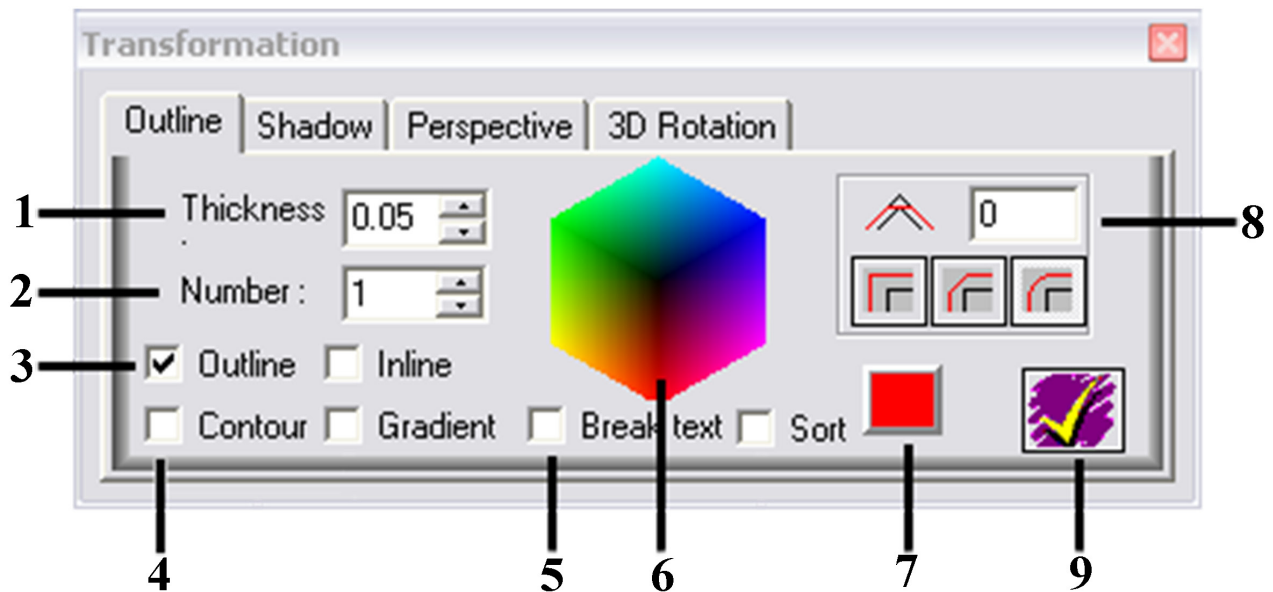
This feature is great for creating shadow mats! To make shadow mats you will cut each of the line colors on a different color of paper. Here's how...

When you open the Cut Control Window select the color of the lines you want to cut. Then cut those lines on any color of paper

Then load a new color of paper on your mat, select the other line color and cut those lines.



Then layer the two cut titles together for a perfect shadow mat!



While there are a lot of options in this window, for a simple outline simply choose your thickness, select a color by clicking a color in the color box and then select the yellow checkmark to apply!

1. **Thickness:** Select the thickness of your outline. Always pick a very small number! You will usually want an outline between .01 and 0.25.
2. **Number:** Select how many outlines you want to create.
3. **Outline/Inline:** Select whether you would like an outline or an inline (an inline will be inside of your current design while an outline will be outside).
4. **Contour/Gradient:** When you are welding letters or shapes that are close together, select contour to make any overlapping outline lines automatically weld together.
5. **Break Text:** Outline each letter separately – the outline will not automatically weld together when it overlaps.
6. **Color Box:** Select the color of your outline by clicking on the color box.
7. **Color Box:** Displays the current outline color selected.
8. **Corner Style:** Select from 3 different styles of outline for around the corners of your selected element.
9. **Apply:** Apply the current settings to your selected element.

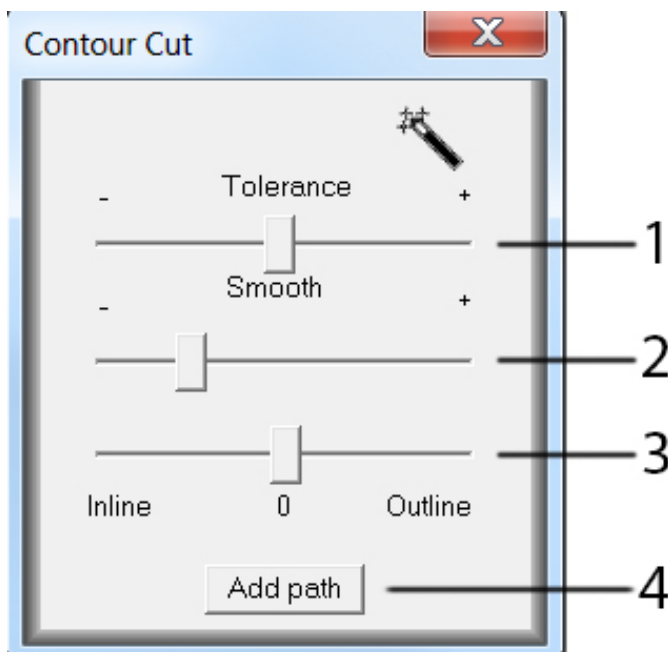
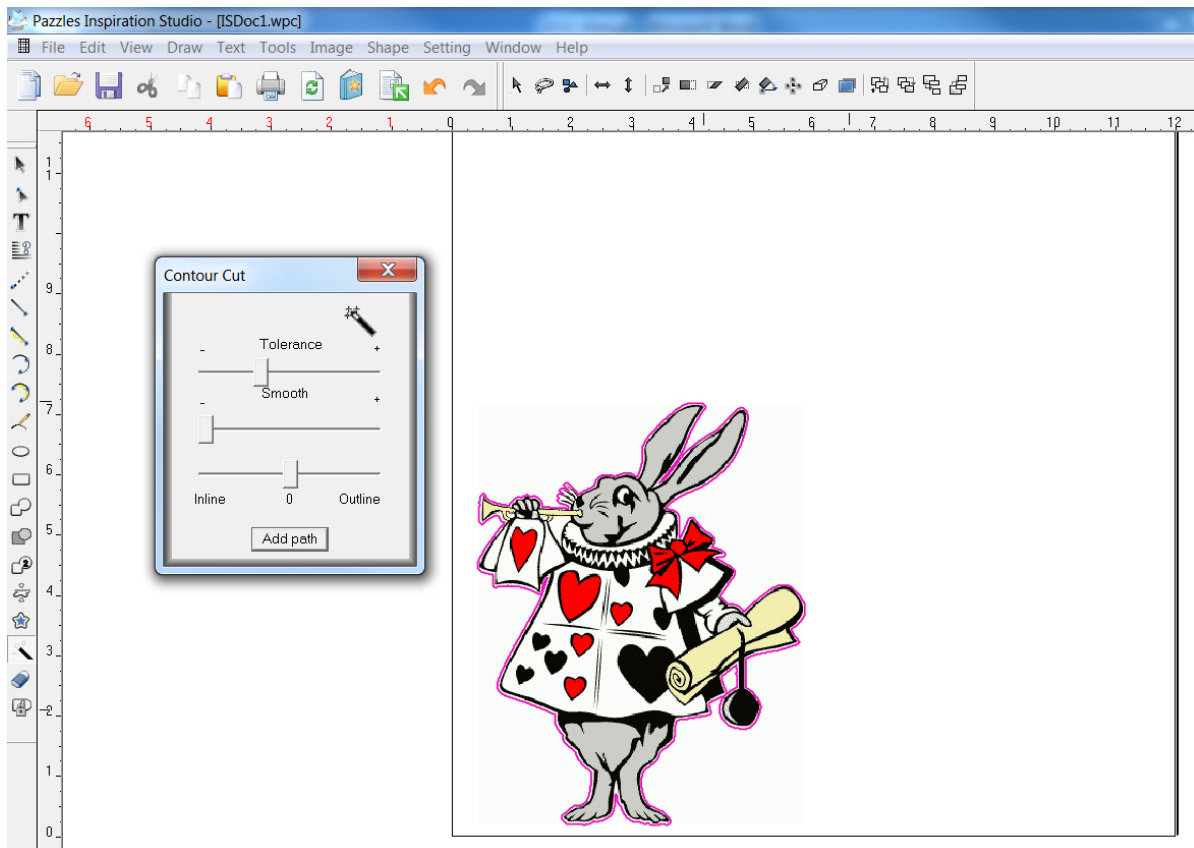


Make Image Contour Cut: Use to create a pen line around a photograph or clipart. Remember that you can import a graphic using the Import button in the Document bar or by pressing Ctrl+I. This tool is perfect for print and cut!

Once you have imported your graphic simply select the Contour Cut tool and use the wand to click at the edge of your image. If it does not give you the outline you wanted, try clicking somewhere else on the image.

The path is not permanent until you select “Add Path” in the Contour Cut window.

After you have created the outline, use the sliding bars in the Contour Cut window to make adjustments.



1. **Tolerance:** Adjusts how many colors of your design are traced around

2. **Smooth:** smooths out the traced around area

Often manipulating both of these settings can help you achieve you outline you desire

3. **Inline/Outline:** changes how close the outline path is to the original design

4. **Add path:** adds the most recent path you have been working with.



Erase: (F5) Use to erase unwanted pen lines, curves, pictures, and/or elements.



If you want to erase several elements at once you can click and drag a box around the elements you wish to erase.



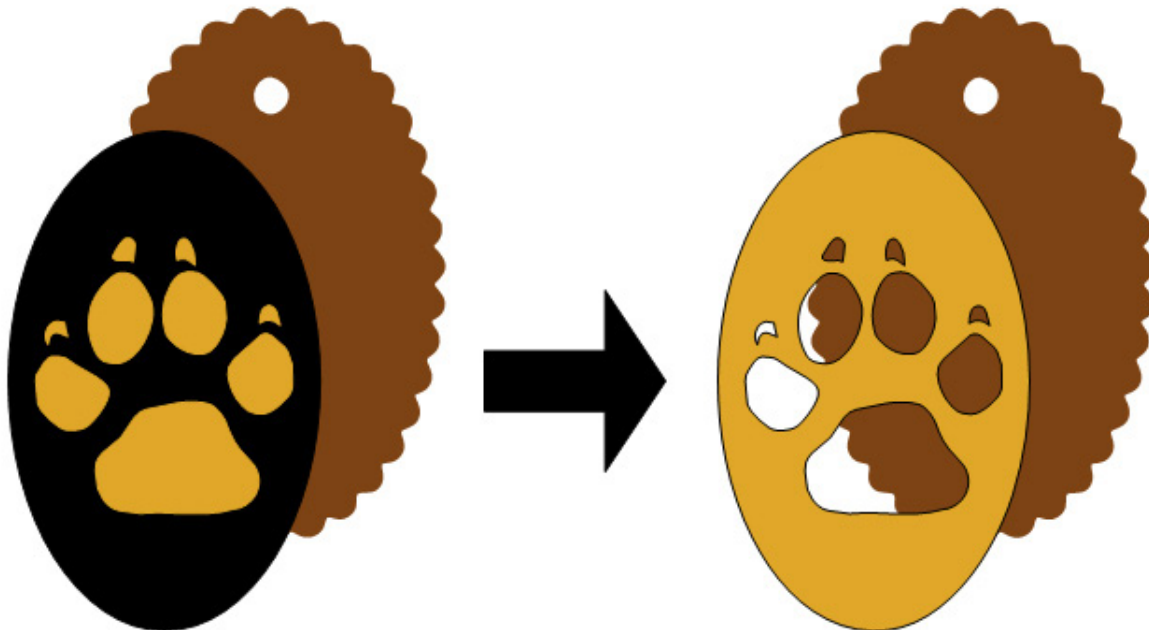
Group with Transparency: Use to group two or more elements together so that they move and appear as one piece.



Unlike the regular group function, group with transparency will change your grouped items to the same color. Even though the pen lines appear to be the same color, when you open up the Cut Control Panel you will see that the original pen line colors are still intact.



The most significant advantage to using Group with Transparency instead of a normal group (using the link button) is that you will be able to see images that are behind your grouped image.



Zoom Bar

The Zoom bar puts additional frequently used tools right at your fingertips where they are easily accessible. Although this tool bar is called the Zoom bar there are more features here than just your Zoom tools!



Lock: Locks the selected element on to the page so that it cannot be moved.



Unlock: Unlocks the elements on your page so that they are all moveable again.



Grid: Puts a grid on your page in the increment you select.



Wire Frame: Removes the fill, pen line thicknesses, and pen line colors from your design to view your design's basic outline.



Construction Points: Reveals the construction points in your design.



Whenever you create a pen line or curve it has a start point on one side, and a stop point on the other. These points are called “Construction Points”. Even if you combine two pen lines or curves, there will still be a construction point where the two pieces were joined together.



Zoom Previous: Change the zoom view to the previous view.



Zoom Selected: Zoom up on the selected element.



Zoom All: Zoom to fit all elements in your design on the screen.



Zoom In: Use to zoom in closer to your page. To quickly zoom in on a specific location, simply select the Zoom tool and then click and drag a box around the area you wish to zoom in on.



Zoom Out: Zoom out in small increments.



Zoom Page: Use to bring your entire page into view.



Web: Takes you to www.pazzlescraftroom.com where you can watch videos, read our daily blogs, download ready to cut images, browse thousands of projects and much more!



Create Color Palette: Creates a color palette from the image you have selected. You must have a pixel graphic such as a clipart or picture selected.



Rhinstones: Opens the Rhinestone function so that you can create rhinestone templates for stunning rhinestone designs. See the chapter “Rhinstones” for more information.

Chapter 3: Basic Functions Toolbar

The Basic Functions toolbar on the right side of your screen makes designing easy by putting some great tools right at your fingertips and automating some of your favorite features.

In this chapter you will learn

What the Basic Functions toolbar is and how to use it

How to change fonts and text size

How to change the spacing of your text

How to use add special effects to a design with one click

How to freehand draw with the Draw button

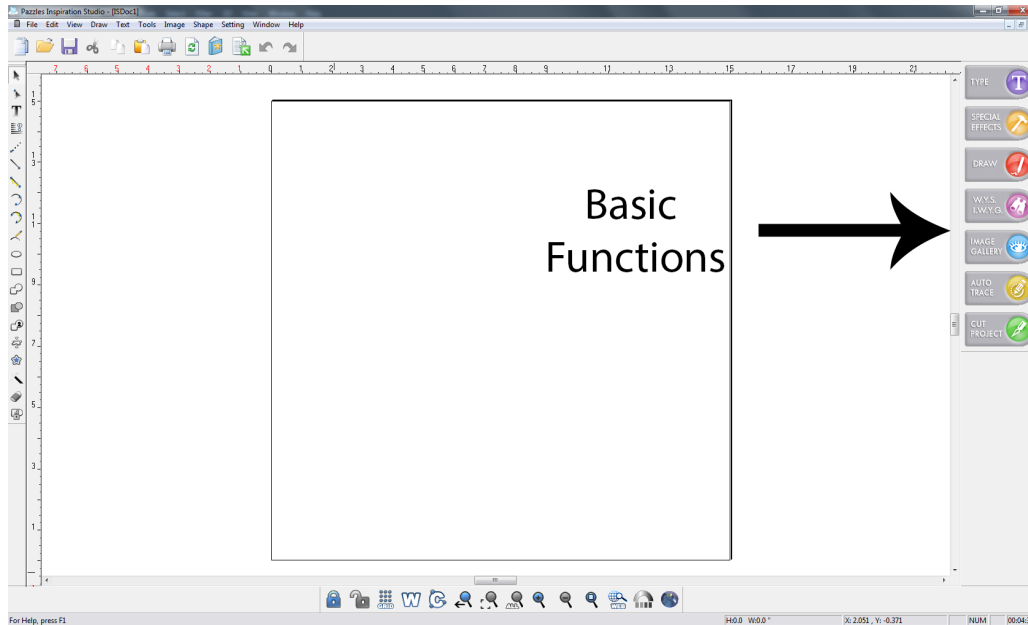
What WYSIWYG is and how to use it

How to use the Image Gallery

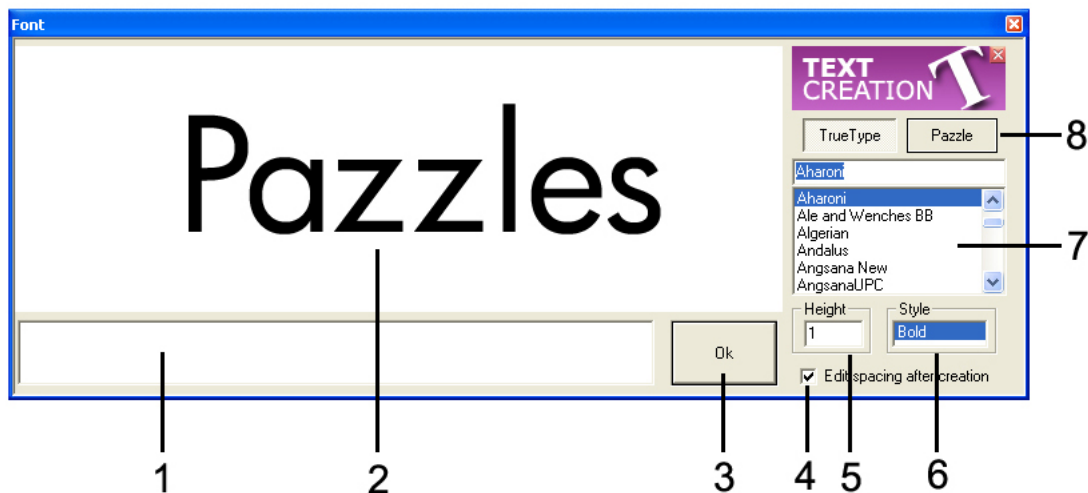
How to add images and categories to the Image Gallery

What the Auto Trace button is

What the Cut Project button is



Type: Opens the font window. With the font window open you can select and preview any True Type font on your computer and even choose the size and style.



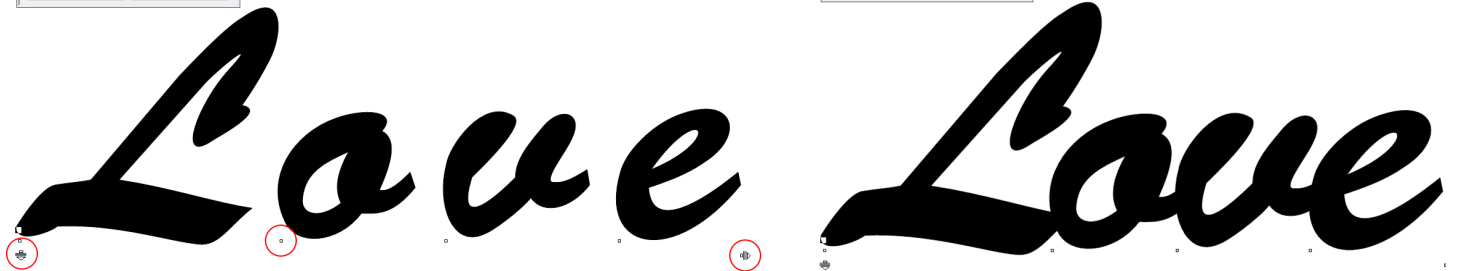
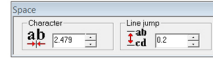
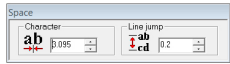
1. **Text Entry:** Enter your text here!

2. **Text Preview:** Preview how your text will look in the selected font. If no text is provided this will default to “Pazzles”

3. **OK:** Applies your selections to the text and closes the font window.

4. **Text Spacing:** When this box is selected you will be able to change the spacing of the letters and words in your text after closing the window (Visual Text Spacing).

You can change the spacing by clicking and dragging the white squares next to each character. You can also move all of the characters at once by clicking and dragging the arrow on the bottom right corner of your text. The arrow on the bottom left side of your text that points down will change the spacing between lines of text if you have multiple lines. You can also use the Text spacing window to precisely adjust the spacing.

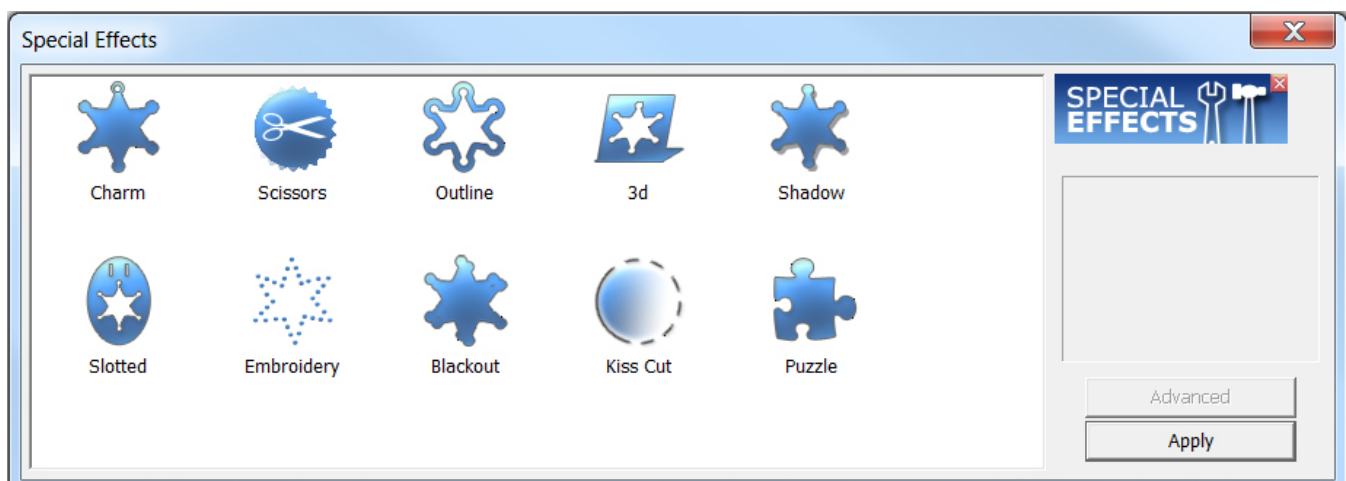


Tip! Once the letters overlap, select your word and use the weld button in the Tools Bar to create a perfect title!

5. **Height:** You can change the height of your text in the Height window.
6. **Style:** Changes the font style (e.g. Bold or Italic).
7. **Fonts:** Change the font of your text to any font from this list.
8. **True Type/Puzzles Fonts:** There are two categories of fonts you can choose from. True type fonts are all of the fonts on your computer. Puzzles fonts includes fonts that have been pre-tested to ensure they cut well.



Special Effects: Puts some fun effects right at your fingertips. With one click you can create a charm, shadow mat, puzzle and more!



To use any of the special effects simply select your design, then select the special effect you want and press “Apply”. Some special effects have advanced options for even more customization. To see the advanced options select the special effect you want and then click “Advanced”.



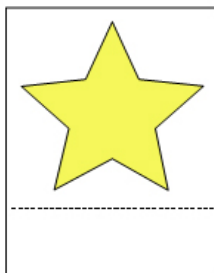
Charm: Instantly add a charm ring to any shape with one click.



Scissors: Add specialty scissor lines to your design such as a zig zag line, scallop, and more. Add a zig zag line with one click or select the “Advanced” option for even more features



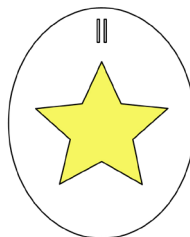
Outline: Make an outline around any selected element. This tool is especially useful for creating shadow mats or when using the Pazzles Pen Tool or other Pazzles Tools.



3D: Make your design into a 3D stand! This feature will add a box with a flap on it around your design so you can make an upright standing cut out



Shadow: Add a shadow effect to your design which you can then cut out and layer for a cool dimensional look!



Slotted: Add a circle or oval with a slotted top around your design for a slotted charm design with just one click!



Embroider: Change the lines of your design to small circles, perfect for making sewing templates or unique designs!



Blackout: Create an outline effect around your design that ignores inner pieces. This is perfect for creating shadow mats when you do not want the back mat to have holes in it due to inner pieces in your design such as the insides of letters.



Kiss Cut: Change the lines of your design to kiss cut (dashed) lines. Kiss cut lines are perfect for making fold lines, or adding details to your cut out design!

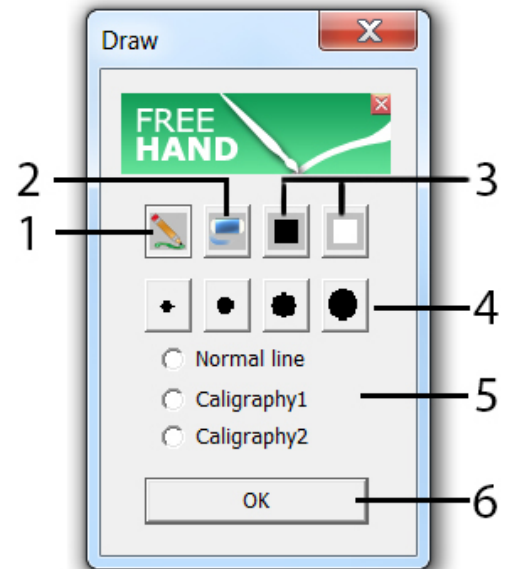


Puzzle: This feature only works with pixel graphics such as .jpgs. Select “Apply” and you will be asked how many puzzle pieces you want in your puzzle. 2x2 will make two pieces across and two pieces down etc. Once you have chosen how many pieces you want to select “Ok” for an instant puzzle!



Draw: Allows you to create your own designs directly in the software. This feature is perfect when you want to create a hand drawn look, or when you want to create something completely from scratch. If you already own a drawing tablet for your computer you are going to love using freehand draw!

1. **Draw:** Freehand draw anywhere on your page.
2. **Erase:** Erase parts of your design
3. **Color:** Choose to draw your lines in white or black
4. **Size:** Choose the thickness of the lines that you draw
5. **Line type:** Choose a normal line or either of the calligraphy lines for a line with a bit of a slant to the right or to the left.
6. **Ok:** Select ok to close out of the freehand draw window and convert your drawing lines to a cuttable design!

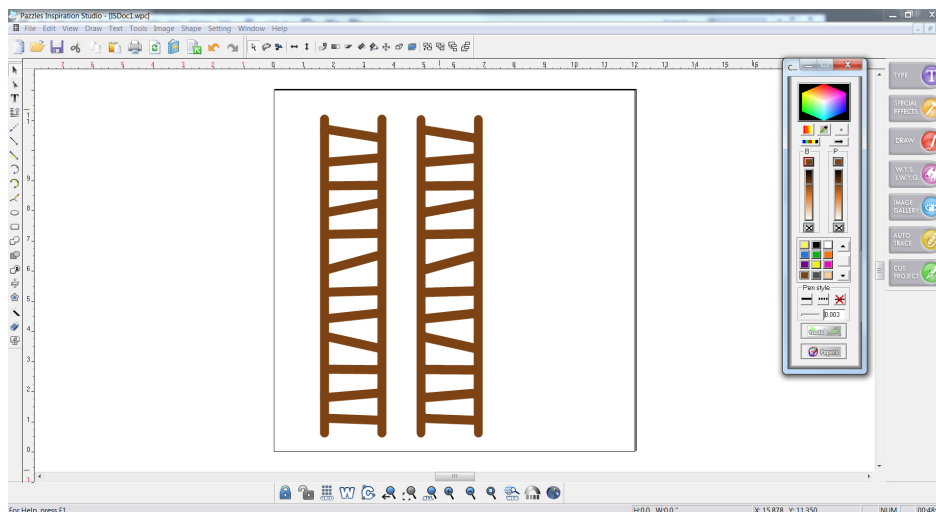


W.Y.S.I.W.G.: What You See Is What You Get converts your file so that it cuts exactly how it appears on your page. Often WYSIWG is a useful alternative to welding in situations where welding is not working or for creating an image which would be difficult to create any other way.

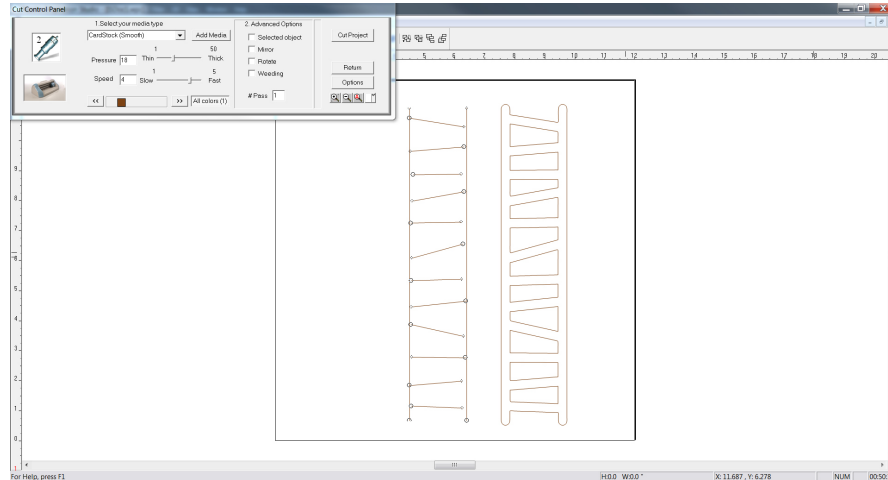
To use WYSIWYG simply select the button from the Basic Functions tool bar on the right of your screen. A new window will come up asking you the quality of transformation you want - Low, Medium, or High. For most images you can use the “Low” setting. Sometimes a higher setting is necessary but the higher settings make the transformation take longer so only use them when needed. **It is always a good idea to save your project before performing WYSIWYG.**

In the following example, we created a ladder using the WYSIWYG function. We used pen lines that were thickened using the Pen Style slider bar on the Color Palette.

In this first screen shot, the left example is our ladder using thick pen lines, in the right is the design after using WYSIWYG. They look exactly the same, right?



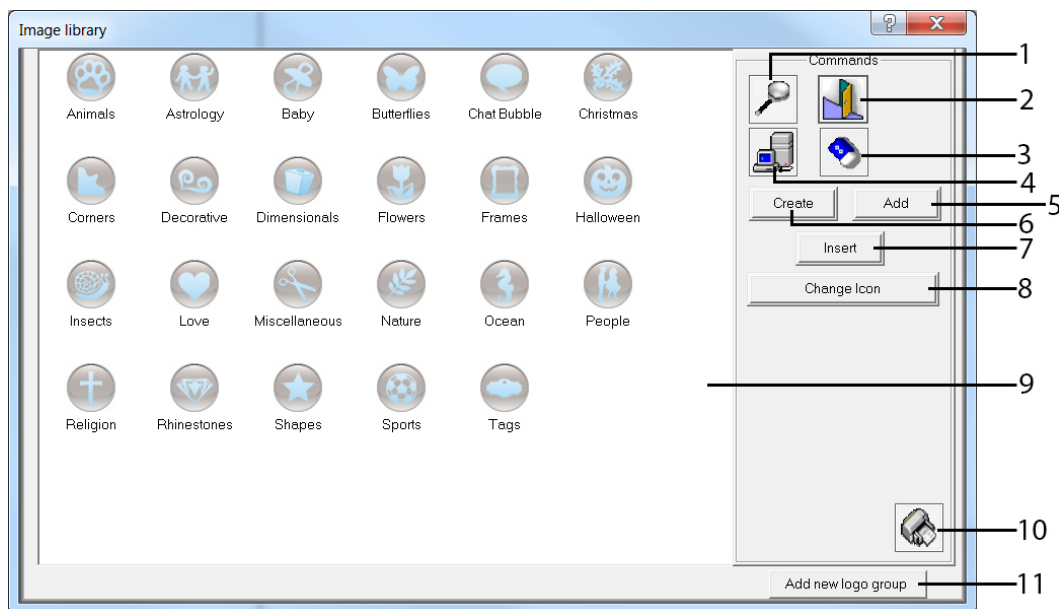
But let's take a closer look. When we select Cut Project to cut the ladders, you can see that the design on the left are just some lines that will not cut out like a ladder. The design on the right, the design after WYSIWG, will cut perfectly.



The WYSIWYG feature is also a great alternative to welding when welding is not working the way you want it to. Simply use color fills to make your design appear exactly how you want it to be cut and then select WYSIWYG to transform it!



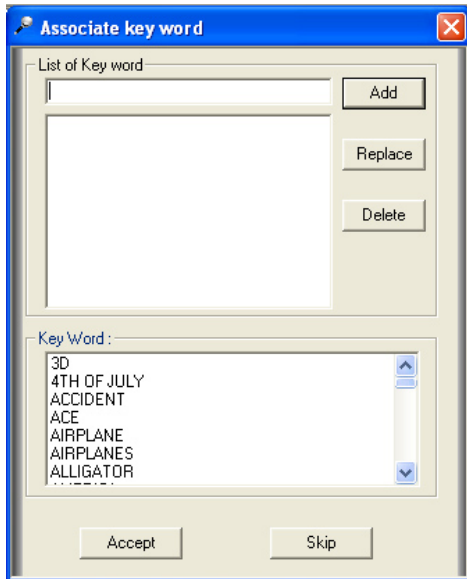
Image Gallery: The image gallery stores your entire collection of ready to cut images so that you can easily search or browse your images for the image you want



1. **Search:** Search through the images in the gallery by keyword.
2. **Exit:** Exit the Image Gallery.
3. **Erase:** Erase the selected category, page, or image. Be careful! Once it is gone, it is gone for good!
4. **Update Database:** Rebuilds the Image Gallery Database. If images unexpectedly disappear or you have installed images but they are not appearing, try rebuilding your Image gallery database.
5. **Create:** Create a new category. Category name will default to "SPic1.pic". You can change the name of the category by clicking on its name, pausing, and then clicking it again. You can then enter the name that you want.
6. **Add:** Add a selected image to any category. If no category is selected, it will be added to the first category in your library. The newly added image will be the last image in the category.

7. **Insert:** Similar to “Add” except you can choose where in the category the image is e.g. first, second, last. You can also add searchable keywords.

To insert an image into the image gallery first select your entire image. Open the Image Gallery. Select the category you want to put your image in and select “Insert”. A new window will open that says “Enter desired position in category”. If you enter 1, your image will be the first that appears in the category, 2 will be the second etc. Select the position and click “Ok”. A new window will appear where you can enter up to 5 searchable keywords.



Type in a keyword or select a keyword from the list at the bottom and then select “Add”. You can also choose a keyword you have already added by clicking on it and then you can either “Delete” it or “Replace” it. After you have entered your keywords, press “Accept” to save your image! You can also press “Skip” to completely skip adding keywords.

8. **Change Icon:** Change the icon for any selected category. Select the category, select “Change Icon” and then find the icon you wish to use. Images that are 48 pixels x 48 pixels work best.
9. **Categories:** Displays all the different categories (including purchased CD’s) that you have in your image gallery. Double click any category to view that category’s images.
10. **Print:** Select a category and then press “Print” to create a print out of all of the images in that category.
11. **Add New Logo Group:** Add an entire category, you must already have a category that is saved as a “.pic” file.



Auto-Trace: Opens a window for converting pictures (pixels) to cutting lines (vectors). For more about this exciting tool, check out the chapter “Working with Graphics.”



Cut Project: (F10) Opens the cutting window to cut out your project (similar to the printing window you use for your printer). For more about this feature check out the chapter “Cutting Projects.”

Chapter 4: Cutting Projects

You've got your machine and software ready to go and now you are almost ready to cut your first project! We know you can hardly take the suspense, but hang on a minute because there are still a few things you should know about cutting your project.

In this chapter you will learn

How to prepare a test cut

What the cutting panel is and how to use it

How to tell if you have gotten a clean cut

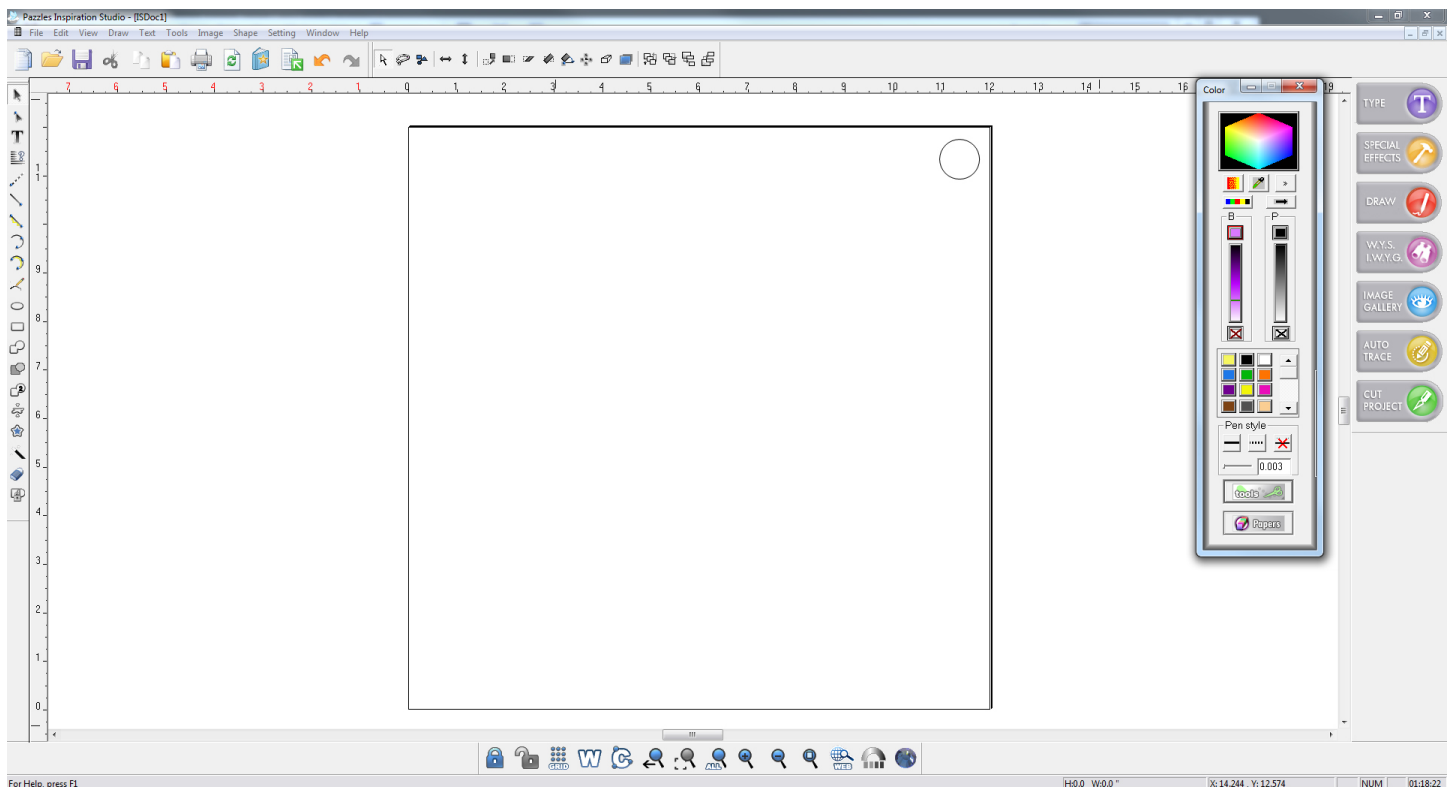
When and how to adjust your speed, pressure, and blade length

How to remove your completed design from the mat

Preparing A Test Cut

Every time you try a new kind of paper, replace the blade, move the Inspiration™, or the environment around the Inspiration™ changes (humidity and/or temperature) you will need to perform a test cut. The steps in the rest of this chapter can be used as an appropriate test cut. Nothing is more frustrating than ruining the last sheet of your favorite paper, or accidentally destroying the last scrap of vinyl you need for your otherwise finished project. Although you might be tempted to skip the test cut, don't! Spare yourself from another midnight run to the store.

1. Make sure that you have your software open. If it is not open, double click the Inspiration Design Studio Icon on your desktop.
2. Open a new, blank document. Don't remember how? Read Chapter 2: The Basics "Opening a New Document".
3. Draw a dime sized oval in the upper right hand side of your page template using the Oval tool from the Tools Bar.

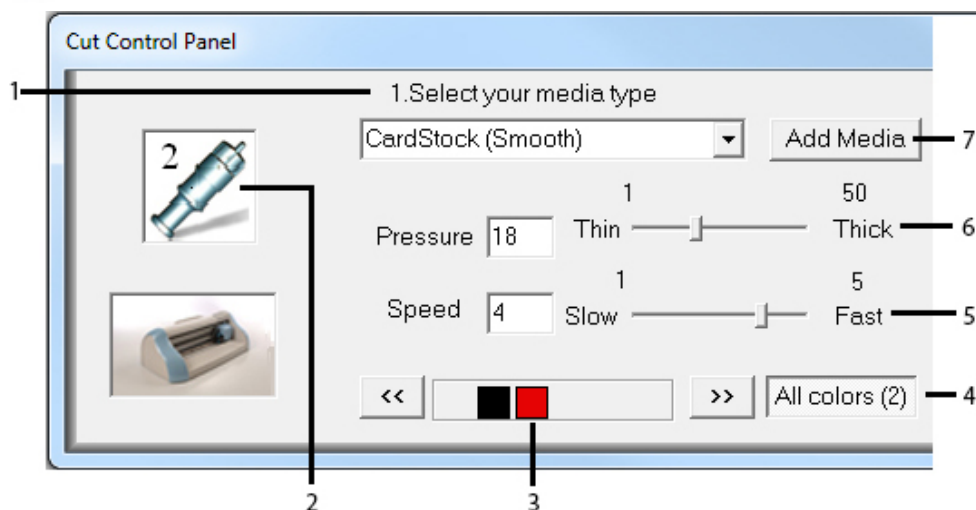


4. Apply your paper to the cutting mat and load the mat into the Inspiration™.

Cutting Panel



To open the cutting control panel, select “Cut Project” from the Basic Functions tool bar.



1. **Select your media type:** You will see a drop down menu with several preset media types. Choose the type here that most closely describes the material you are cutting.

2. **Tool:** Usually the blade holder will display here with a number next to it. This number tells you what you should set your blade length to on the blade holder. You will need to set the blade length yourself.

Tip! Depending on what media you select, different tools may appear here. These tools can be purchased separately to engrave, draw, emboss and more!

3. **Color Bar:** Shows all the pen line colors in your design.

Tip! If you have a design with multiple pen colors and want to only cut out the pen lines of one specific color, click the color box in the Cutting Panel of the same color. The other pen lines should disappear and you can proceed to cut out your design. Select “All Colors” to make all of your pen lines reappear.

4. **All Colors:** When this button is selected, the Inspiration will cut all the pen line colors on your page.

Tip! To make a shadow mat for your design, outline your design in a different color (such as red). Then when you open the cutting panel cut out everything but the red outline. Then, load in another color of paper and cut out only the red outline.

Tip! Any changes you make to your design while the cutting window is open are not permanent. Once you close the cutting window, your design will return to how it was before you opened the cutting window.

5. **Pressure:** After you have selected a media type, a suggested pressure will be set. You can adjust this number by using the slider bar or by typing a number. Your new setting will be remembered for the media you have selected.

6. **Speed:** After you have selected a media type, a suggested speed will be set. You can adjust this number by using the slider bar or by typing a number. Your new setting will be remembered for the media you have selected.


7. **Add Media:** If you have a favorite paper or other media that you cut a lot you can add them to the media types and create custom settings for it.

Cutting Panel Commands

Cut Project **Cut Project:** After you have selected your settings, click this to tell the Inspiration™ to start cutting your project

Return **Cancel/Return:** Cancels your project if you have already started it. If the entire job has already been sent to your Inspiration™, your project may not stop. To stop it, pause your Inspiration™ and then turn it off and back on. If you have not started your project this button will say “Return” and will close the Cutting Panel.

Options **Options:** Brings up advanced cutting options.

 **Zoom Options:** Zoom tools you can use within the Cut Control Panel. Includes Zoom In, Zoom Out, Zoom All, and Show Alignment.

Advanced Options

These features are advanced and should only be explored after you have mastered the basics.

2. Advanced Options

☐ Selected object

☐ Mirror

☐ Rotate

☐ Weeding


Pass

Selected Object: Displays and cuts only the elements you currently have selected on your page.

Mirror: Mirrors selected element(s)

Rotate: Rotates selected element(s)

Weeding: Cuts a square around your design.

 **Tip!** Weeding is especially useful when you are cutting stickers or vinyl.

#Pass: Increases the number of times the Inspiration™ cuts over the same path. Increasing passes is an excellent way to cut difficult material.

Checking Your Cut

When the Inspiration™ is done cutting, gently lift a corner of your design. If the cut appears to be clean, congratulations you have completed your very first cut!

Clean cuts should remove easily and have smooth edges without any pushed in corners.

If the material is feathered around the edges or you cannot remove it your pressure was likely too light. In rare situations this can also happen when your pressure is set much too heavy.

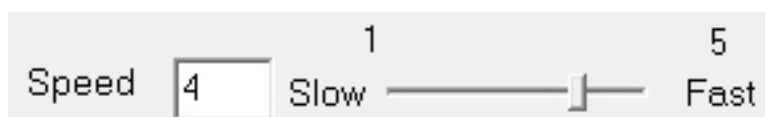
If you see pushed in corners, tiny scratches on your design, or whole pieces of your design lifted and damaged your pressure is likely too heavy.

If your test cut is not a clean cut reload your mat and paper into the Inspiration™, move your test cut circle to a new location, and follow the steps under “Adjusting Pressure, Speed, and Blade Length”.

Adjusting Pressure, Speed, and Blade Length

Different materials (ex. Paper, vinyl, stickers etc.) have different thicknesses and densities. Similar to how altitude and climate affect cooking times, climate and humidity can affect the settings you need to use to cut. Presets are provided, however you may need to adjust these in order to get the cleanest cut possible. You will need to adjust the pressure (downward force) the Inspiration™ uses based on the density of the material you are cutting. You will also need to adjust the blade length based on the thickness of the material you are cutting. This takes some practice, but the more you experiment the more you will be able to quickly determine what blade length and pressure you need.

Adjusting Speed



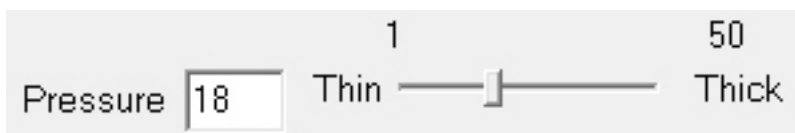
The Inspiration™ has 5 different speed settings. Smaller numbers represent slower speeds, larger numbers represent faster speeds. Most designs can be cut on a medium speed such as 3.

If you are cutting out an intricate design, or you know that the material you are cutting is more difficult to cut, use a slower speed.

If you are cutting out a simple design such as a square and you know that the material you are cutting is easy to cut, use a faster speed.

You can adjust the speed by using the slider bar or by typing a number. Your new setting will be remembered for the media you have selected.

Adjusting Pressure



You can adjust your pressure anywhere from 1 to 50. Most materials will fall in the middle of those two numbers.

If you are not sure what pressure to try, start with a lower number (lighter pressure) such as 10 and work your way up. Increase your pressure in increments of 2 until you get a clean cut.

You can adjust the speed by using the slider bar or by typing a number. Your new setting will be remembered for the media you have selected.

If your design did not cut through all the way, or there is feathering around the edges, your pressure is probably too low. Try increasing your pressure in increments of 2.

If your design has tiny scratch marks on the surface from the blade, or the corners of your design are pushed in, your pressure is probably too high. Try decreasing your pressure.

If you continue to increase pressure and still have no success, try adjusting your blade length.

Adjusting the Blade Length

You can adjust the length of your blade by using the click wheel on the top of your Blade Holder. Use shorter blade lengths for lighter materials such as vellum. Use longer blade lengths for heavier materials. Remember that your blade length should never be longer than the thickness of the material you are cutting.

Your blade holder has a click wheel on the top with different settings numbered 1 through 6 that adjust the length of your blade. Smaller numbers represent a shorter blade length. Larger numbers represent a longer blade length. There are also half-clicks inbetween the numbers so that you can have a blade length of 1.5, 2.5 etc. for a total of 12 blade lengths.



Tip! Most materials will fall somewhere in 1.5-2.5 blade length range.

Tip! Extending your blade out too far will cause excessive wear on your mat and blade and shorten its life.

Tip! If you are not sure what blade length to use, try taking a small piece of the material you are cutting and fold it in half. Place the material on a flat hard surface. Remove your blade holder from the carriage (do not remove the blade from the blade holder!) and cut the folded material with it. If it cuts through one layer of the material and not the other, your blade is installed correctly.

Tip! Frequently cutting heavier materials will reduce the life of your blade.

Removing Paper from the Cutting Mat

Once you have achieved a clean cut, remove your design from the mat. If your design is large or intricate, remove the excess paper from around your design first and then carefully remove your design.

Tip! The Chizzel from the Pazzles Tool Kit is a great tool to use for removing your projects while preventing them from getting curled or bent.

Make sure to clean off any paper bits and lint from your mat.

Chapter 5: Additional Toolbars

So you're starting to feel like a pro with the basics of the software. Now what? Get ready because now you are going to learn some of the amazing and powerful features of the Pazzles Inspiration Studio. You may experience a slight flutter in your stomach, but don't let that stop you! These features will open up a whole new world of possibilities.

In this chapter you will learn

Tools Bar Advanced Tools

How to rotate and mirror an image

What Construction Points are and how to use them

What Open Paths are

How to rearrange the order in which elements are cut and displayed

How to round corners

How to Break Text

How to convert text for editing

How to weld words and/or letters together

How to use the Italic effect

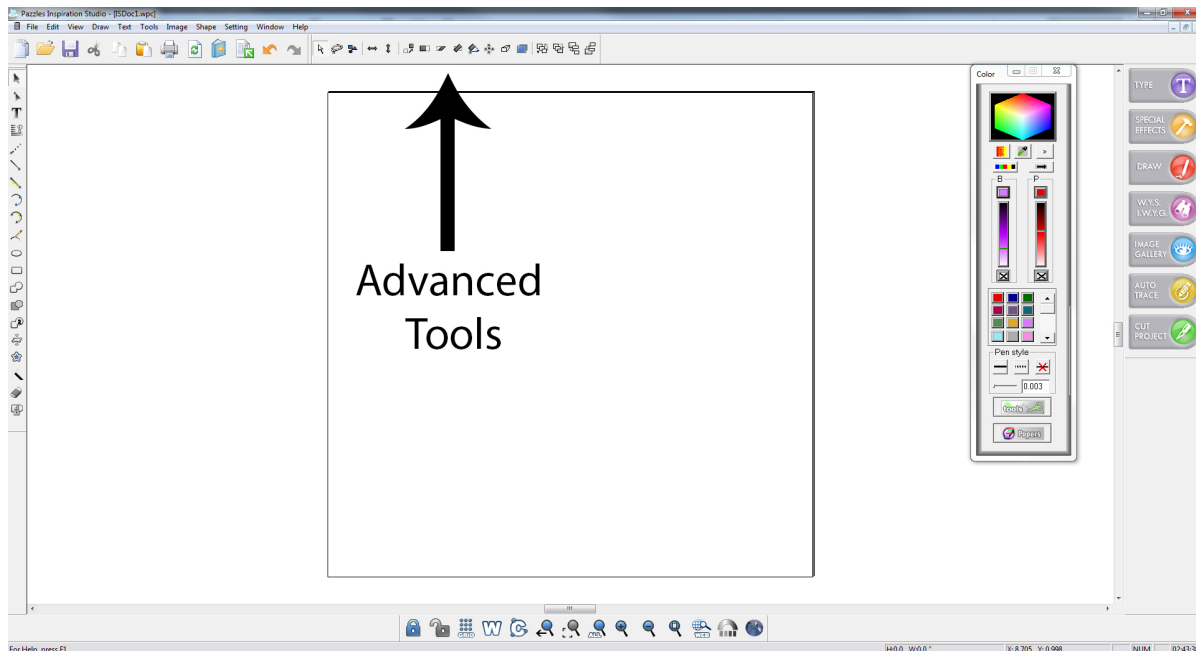
How to wrap text and objects around a path or shape

How to make stencils

How to draw various shapes

Tools Bar: Advanced Features

You may have noticed before that when you select a tool from the Tools bar an additional tool bar appears on the top right side of your screen. These are the advanced features for the selected tool. In this chapter you will learn what many of these advanced tools do. You may notice that there are some buttons in the toolbar that are not covered in this chapter. These tools, while useful, are a bit more advanced and not used as frequently. To find out more about these tools check out Chapter 8: Advanced Features.



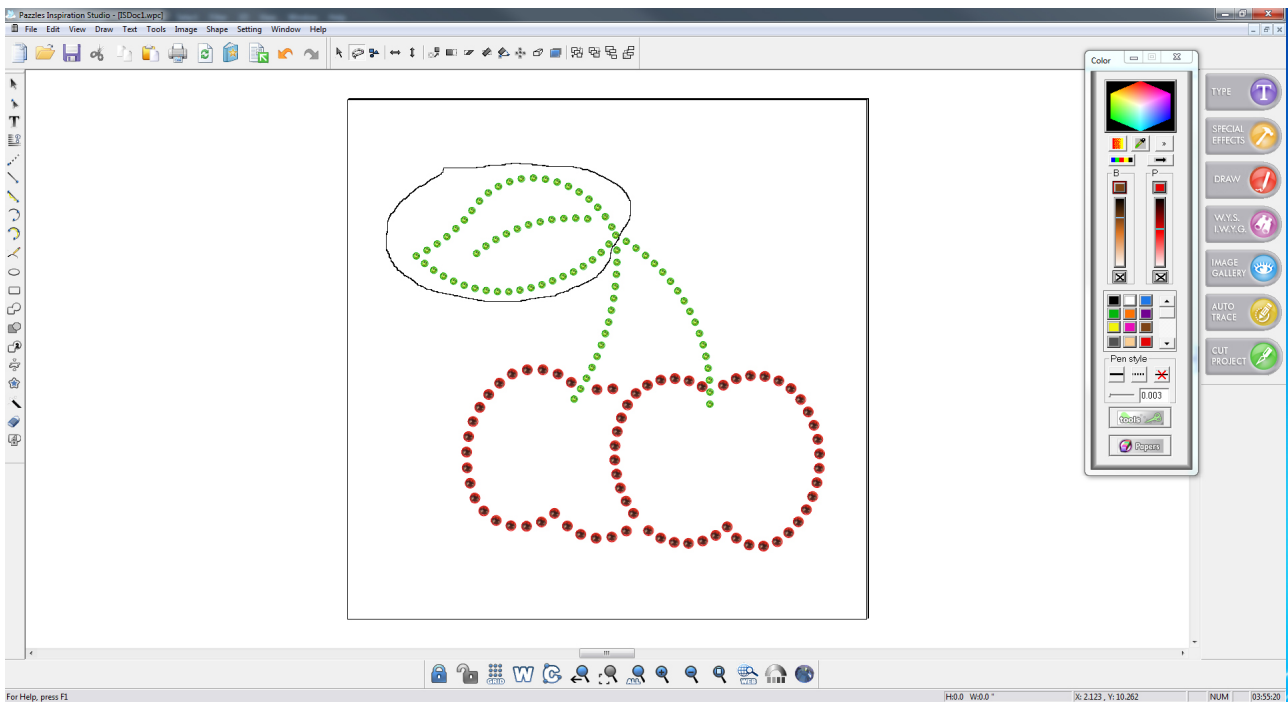
Select Elements Advanced Tools



The Select Elements Advanced Tools will appear when you select the Select Elements Tool from the toolbar on the left. These tools can be used to manipulate the orientation, position, and shape of any selected element. The most used features under this toolbar are Rotate and Mirror.



Lasso: Think of the Lasso Selection tool much like a real lasso – you want to draw a loop around the pieces of your design that you want to “catch”. To select multiple elements with the Lasso Selection tool simply click and drag, drawing around all the elements you want to select. When you release your mouse button, the elements inside of the area you drew will be selected. Selected items will be indicated by a small white square in their top right corner. You can then use the Select Elements tool to move/resize your design.



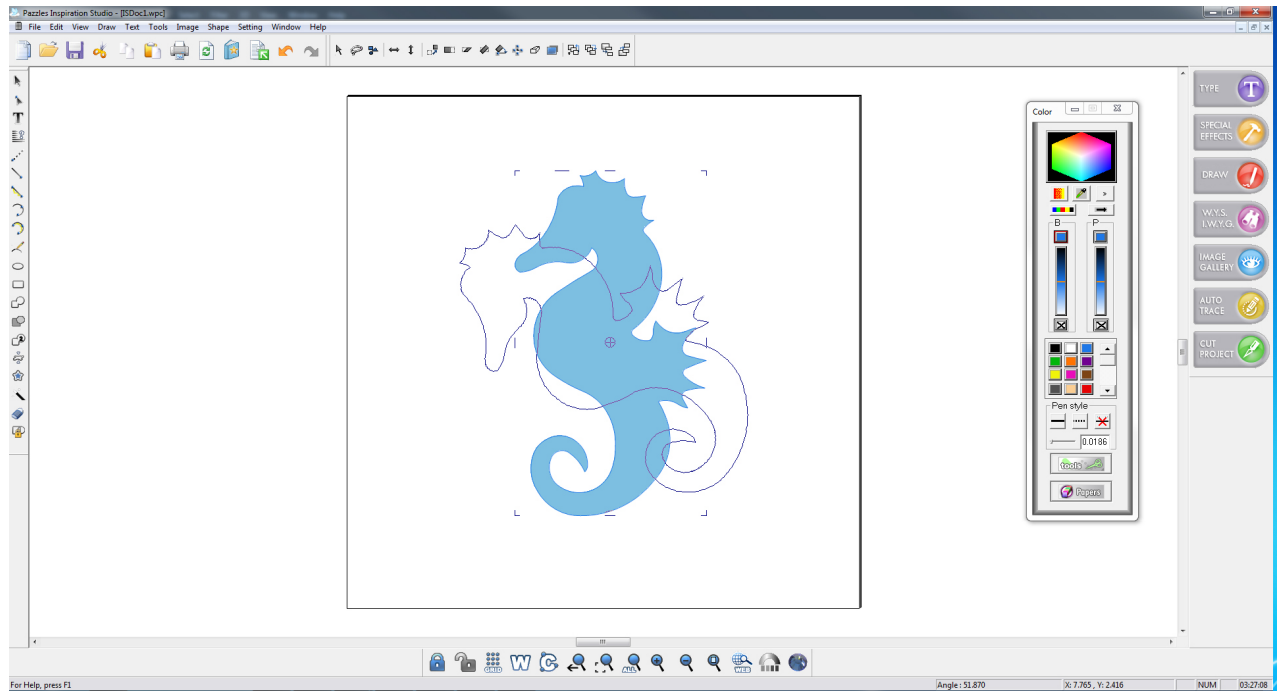
Tip! The Lasso Selection tool is especially useful when you are working with rhinestone designs. You can easily select some of your rhinestones by clicking and dragging a circle around them with the Lasso Tool.



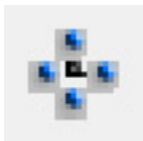
Color Selection: Select all elements in your design that have the same color pen line. To use this feature, first select the Color Selection button and then click on any pen line that is the color you wish to select.



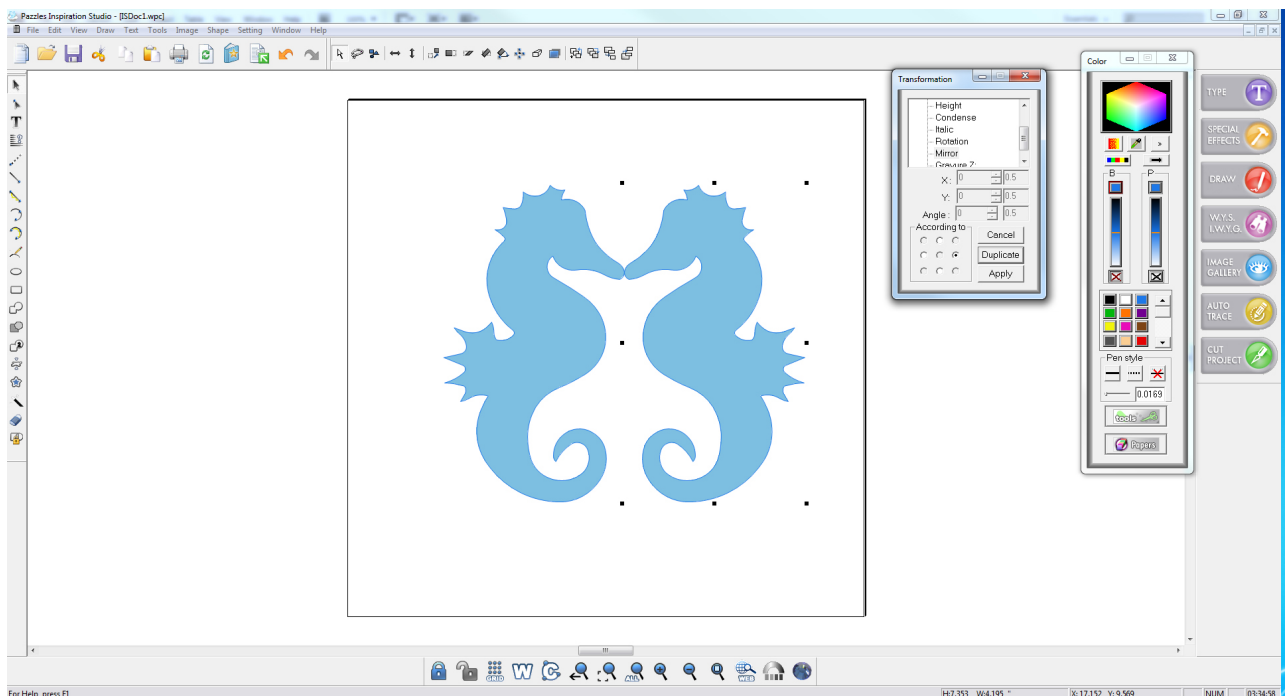
Rotate: (Ctrl+R) Rotate any selected element. You can freely rotate any selected element by clicking the Rotate button and then clicking and dragging any of the corners of the bounding box that appears. By moving the circle that appears in the center of the selected element when you rotate, you change the axis around which the element is rotated.



Try this to help you understand how rotating around an axis works. Imagine that you have taken a piece of paper and poked a pencil through the center of it. If you spin that piece of paper, you are rotating it around a center axis.

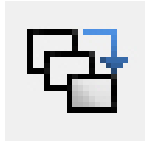


Mirror: (M) Mirror an object. You can choose what direction you mirror the image from by selecting one of the positions in the “According to” window in the Transformation window. If you want to make a mirrored copy of your design, select “Duplicate”. Then select “Apply”.





Farthest Position: Move the selected element to the back.



Closest Position: Move the selected element to the front.



Move One Step Farther: Move the selected element one position back.



Move One Step Closer: Move the selected element one position closer.



Tip! Changing the order of the elements on your screen also changes what order they will cut in. If you want something to cut first, move it to the front. If you want something to cut last, move it to the back.

Construction Points

Whenever you create a pen line or curve it has a start point on one side, and a stop point on the other. These points are called “Construction Points”. Even if you combine two pen lines or curves, there will still be a construction point where the two pieces were joined together. These construction points will be very important as you use the Move Point tool work with your image because they are easy to click and drag to manipulate your image.

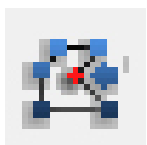
Open Path

When you have a construction point that is on the end of pen line or curve and it is not joined to anything else, it is called an open path. If you have an open path in a design that is supposed to be enclosed, (a circle for example) you will not be able to weld your design to anything without it disappearing and your design may not cut well. Try to avoid any open paths that are not intentional. To fix an open path, use the Join Two Points tool.

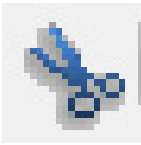
Move Point Advanced Tools



The Move Point Advanced Tools will appear when you select the Move Point Tool from the toolbar on the left. The Move Point Advanced tools will come in very handy when you are creating your own designs.



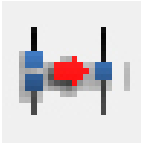
Break and Move: Click and drag on any point in your designs pen line to create a new construction point and manipulate it.



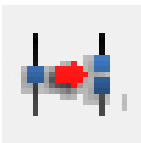
Cut Path: Cut any point in your design's pen line to create two new, separate construction points.



Cut Straight Line: Similar to the "Cut Path" tool except that you can cut multiple points in your design along a straight line by clicking and dragging.



Join Two Points: Joins two construction points together. Use this tool by clicking and dragging a box large enough to surround the two points that you wish to join together.



Open Path: Breaks a line at a construction point. To use this feature, click and drag a box around any construction point.



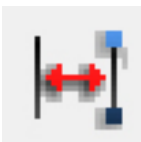
Vertical/Horizontal: Changes any angled line to a straight vertical or horizontal line simply by clicking on the line you wish to change.



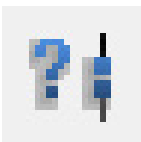
Round Corner: Change any corner to a rounded corner simply by clicking on the corner you wish to change. When you click on the corner you want to round, a new window will come up asking you how large of a curve you want. Choose a small number first, such as 0.5. If you choose a radius and later want to change it, double click on a blank area of your page to bring the window back up.



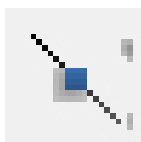
If a notice comes up telling you that the segment is too short for the selected radius, click "Ok". A new window will appear where you can choose a new radius – try a smaller number.



Construction Points: Select this to view where all of the construction points are in your design.



Show Open Paths: Shows you where an open paths are in your design. Continue clicking the "Show Open Path" button to see all of the open paths in your design.



Add Middle Point: Select any line or curve to create a construction point directly in the middle of it.



Wire Frame: Removes the fill from your design to quickly view only your pen lines.



Text Advanced Tools

The Text Advanced Tools will help you work with any text you have typed into your design. An especially valuable feature under this toolbar is Text Spacing which you will need to weld letters together to make titles.

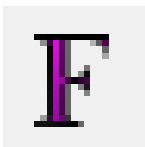
Break Text

Sometimes when you have created text on your page, you may wish to work with just one line of your text, one word of your text, or one letter of your text. To be able to do this you will first need to break your text apart. To break your text, select your text with the select elements tool. Then select “Text” from the top left side of your screen. Hover your mouse over “Break Text” from the drop down menu and select how you would like to break your text.

Converting Text to Vector Lines

The Inspiration™ software recognizes text and objects differently. There are certain actions you can perform on only text, and otherse you can on do on objects. If you are working with text and find you cannot do something you want to do (ex. use the move point tool on your text) try converting it to a path. To do this, select your text and then select “Text” in the top left corner of your screen. Select “Convert Text to Path” from the drop down menu that appears and resave your document.

Sometimes you will create a design in a particular font and wish to share that design with a friend. If your friend does not have the same font on their computer, they will not be able to use your design unless you first convert your text to path.

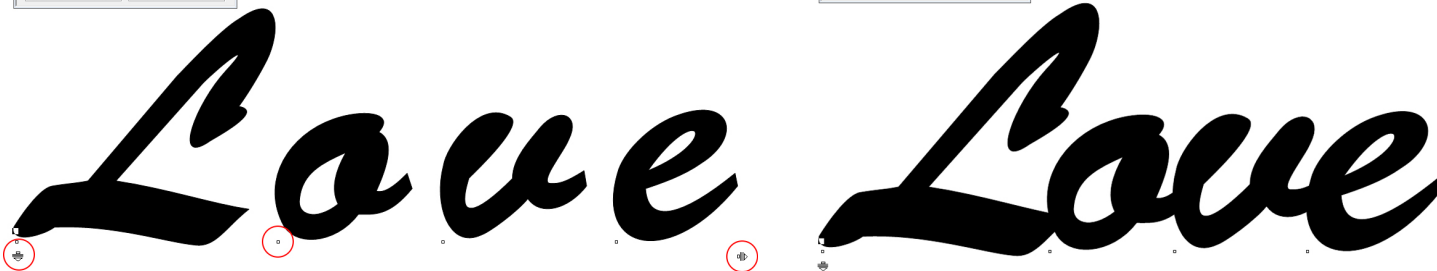
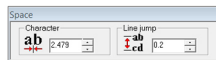
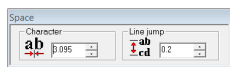


Font: Opens the font window. Want to know more about the Fonts window? Read Chapter 4: Basic Functions Toolbar



Text Spacing: Changes the spacing between text characters and lines of text.

You can change the spacing by clicking and dragging the white squares next to each character. You can also move all of the characters at once by clicking and dragging the arrow on the bottom right corner of your text. The arrow on the bottom left side of your text that points down will change the spacing between lines of text if you have multiple lines. You can also use the Text spacing window to precisely adjust the spacing.



If you want to weld letters or words together to make a title, use the text spacing to overlap all of the characters in your text! Make sure you overlap them quite a bit to get a good weld – it is better to do too much and then undo it if you don't like how it looks rather than do too little and have an unsuccessful weld.



Italic: (Shift+F2) Select to type Italic text.

You can press also Shift+F2 to use this feature on any selected object or text. A box will appear around your selected element(s) with a circle in the top right corner. Click and drag this circle to create an italic effect.



Underline: Select to type underlined text.

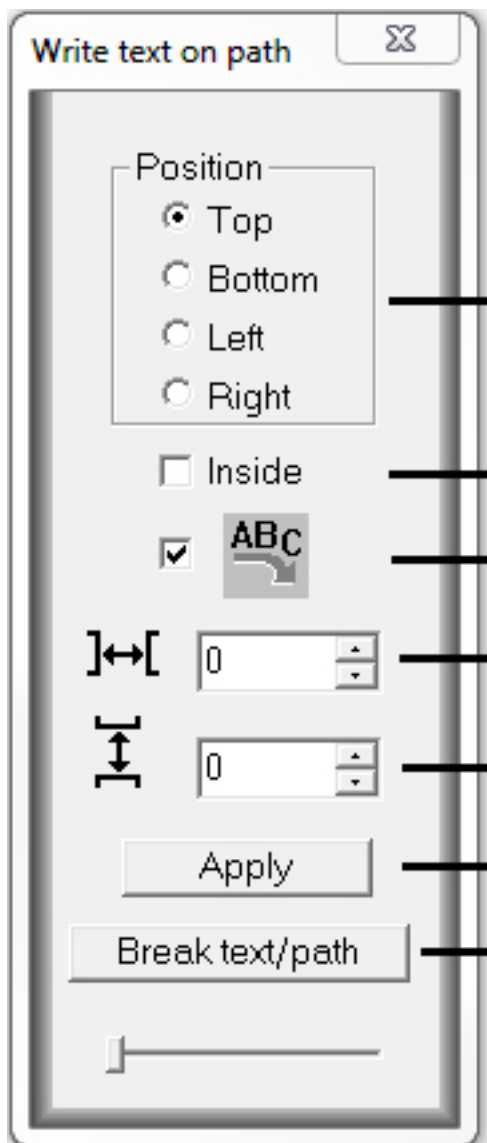
You can also underline text you have already typed by highlighting your text and then selecting this button.



Text to Path: Wrap text around a chosen path. Opens the Text to Path window so that you can wrap text around a specified line such as a circle, square, or angled line.



Tip! You must have both your text and the line you wish to wrap the text around selected before using the Text to Path feature



1. **Alignment:** Changes the alignment of your text in relation to the path it wraps around.

2. **Inside:** Wraps the text around the bottom/inside of a path rather than the top/outside.

3. **Flip:** Flips the text upside down.

4. **Alignment Adjustment:** adjusts the alignment of the text in small increments. You can also click and drag the arrow that appears in the bottom right corner of your text and path to change the alignment. This arrow will only appear after you have selected "Apply".

5. **Spacing Adjustment:** changes the space of the text in relation to the path it wraps around.

6. **Apply:** Apply your selections.

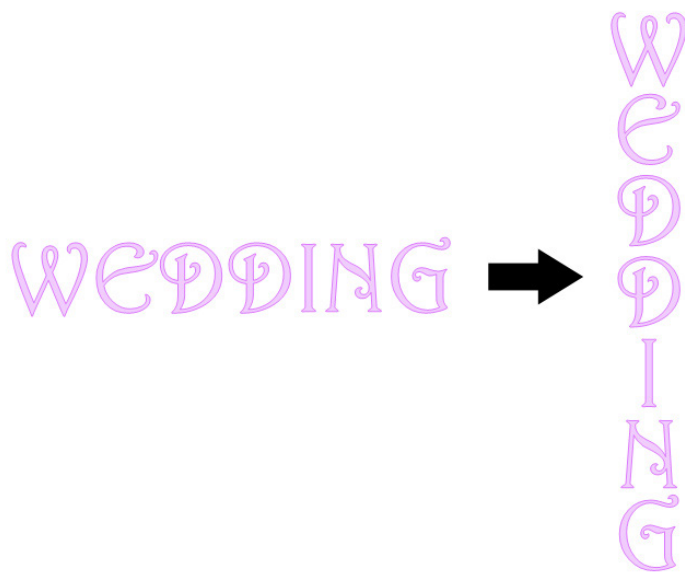
7. **Break text/path:** Breaks the text from the path it wraps around so that you may separate the text from the path.

AS

Vertical Text: Changes your text orientation to vertical (up and down) instead of horizontal (left and right). You will need to first type your word, then select it and press the Vertical Text button to change your text orientation.

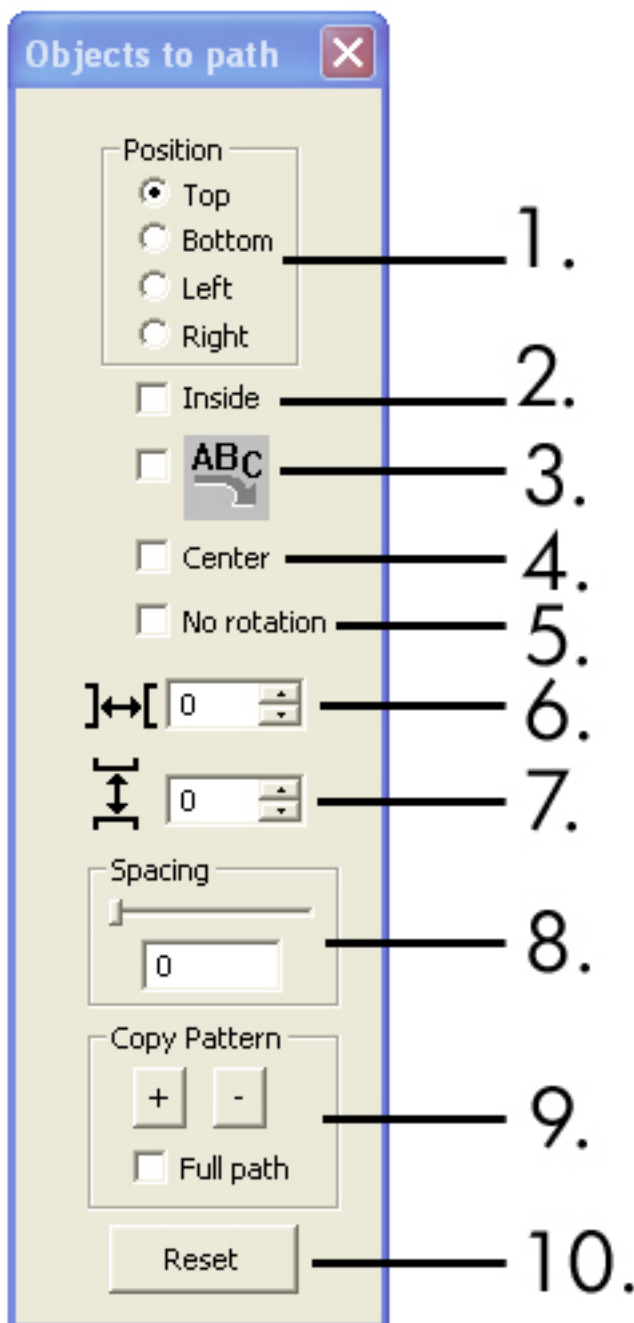
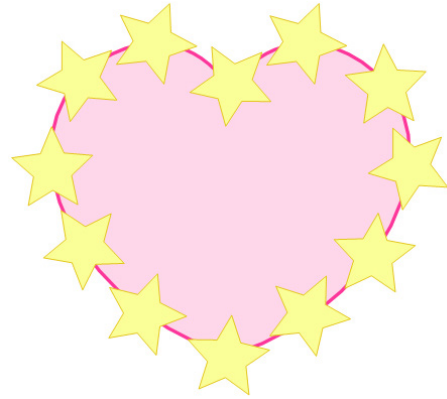
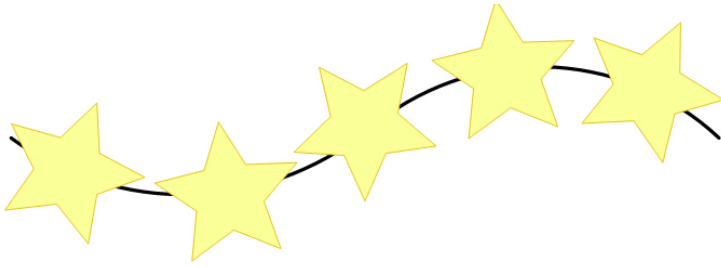
AS

Horizontal Text: Changes your text orientation back to horizontal. You will need to first type your word, then select it and press the Vertical Text button to change your text orientation.



Object to Path

“Object to path” functions the same way as “Text to Path” does, but works with all objects instead of text. It can be accessed by going to the Shape drop down menu and selecting “Fit Object to Path”. You will need to have both your object and the path you want it wrapped around selected before you open the Fit Object to Path window.



The object to path window is very similar to the Text to Path window with a few differences.

1. **Position:** Changes the position of your object in relation to the path it wraps around.

2. **Inside:** Wraps the object around the bottom/inside of a path rather than the top/outside.

3. **Flip:** Flips the object upside down.

4. **Center:** Centers your object in the middle of the path instead of on the top or bottom of it.

5. **No Rotation:** Generally your object will be rotated slightly as it wraps around the selected path. Select “No Rotation” to keep it from rotating.

6. **Horizontal Adjustment:** Changes the horizontal spacing of an object on your path.

7. **Vertical Adjustment:** Changes the vertical spacing of an object on your path.

8. **Spacing:** Use the slider bar to change the spacing between copies of your object

9. **Copy Pattern:** Make duplicates of your object to wrap around the selected path. Add a copy by pressing the “+” button or subtract a copy by selecting the “-” button. You can also make enough to fill the entire space of the selected path by selecting “Full Path”

10. **Reset:** Resets your selection

The best way to use the Object to Path feature is to simply play with the settings until you get a look you like.

Here are some examples of designs you can achieve using Fit Object to Path



Stencil Bridge

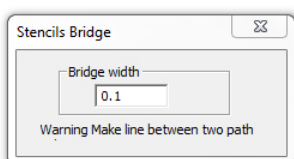
THIS SIDE UP



This feature quickly makes a stencil (see example to the right) out of any text or shape. To use this feature select “Tools” from the top left corner of your screen and click “Stencil bridge” from the bottom of the drop down menu.

The Stencil Bridge window will appear. Here you can select the width of the bridge you will create. Generally, you will want a very small number here such as 0.1.

Once you have selected the width of your bridge, click and drag a line over the location that you would like the bridge to appear. you must click and drag a line across two pen lines for this feature to work.



Justification Advanced Tools



These tools can be used to manipulate the position of elements on your page and the position of multiple elements in relation to each other. The easiest way to understand what these tools do is to play with them.

The first seven features in the Justification Advanced Toolbar can be used to align multiple elements in relation to each other. These buttons won't work unless you have multiple elements selected (see Chapter 2: The Basics "Selecting Multiple Elements"). You will probably find these tools most useful when working with multiple lines of text.

The rest of the features under the Justification Advanced Tools will align one or more element(s) in relation to the page. Some of these features may be familiar to you from other programs.



Align Left: Align multiple elements to their left.



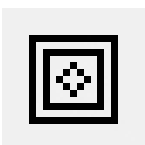
Align Center: Align multiple elements to their center.



Align Right: Align multiple elements to their right.



Align Vertical: Align multiple elements to their vertical center.



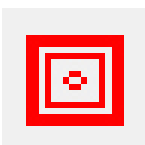
Vertical and Horizontal: Align multiple elements to their vertical and horizontal center.



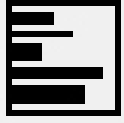
Align Top: Align multiple elements to their top.



Align Bottom: Align multiple elements to their bottom.



Align Bottom: Align multiple elements to their bottom.



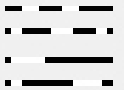
Align Left On Page: Aligns all selected elements to the left side of the page.



Align Center On Page: Aligns all selected elements to the center of the page.



Align Right On Page: Aligns all selected elements to the right side of the page.



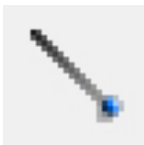
Space Justification: Aligns multiple lines of text so that both the beginning left edge and ending right edge of each line match up.



Align Top of Page: Align multiple elements to the top of the page.



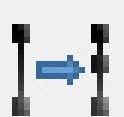
Align Bottom of Page: Align multiple elements to the bottom of the page.



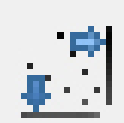
Segment from Path Advanced Tools



Draw Segment: Draw a pen line that is not connected to any other pen lines or arcs.



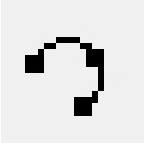
Break and Move: Create a new construction point and move the pen line. To use this feature, click on any point in your pen line and drag it. The new construction point will be created where you click on the pen line.



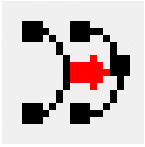
Vertical/Horizontal: Changes any angled line to a straight vertical or horizontal line simply by clicking on the line you wish to change.



Arc from Path Advanced Tools



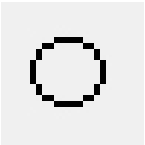
Draw Arc: Draw an arc that is not connected to any other lines or arcs.



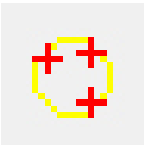
Break Arc: Create a new construction point and move the arc. To use this feature, click on any point in your arc and drag it. The new construction point will be created where you click the line.



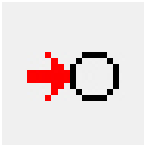
Oval Advanced Tools



Draw Circle: Draws a perfect circle.



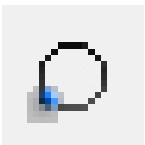
3 Point Circle: Select any three points and the software will create a circle that touches all 3 points.



Convert to Circle: Converts any element to a perfect circle. To use this tool, simply click on the element you wish to change to a circle.



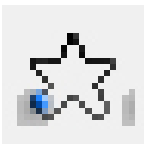
Rectangle Advanced Tools



Polygon: Draws any kind of polygon. To use this feature click on the Polygon tool, select how many sides you want your polygon to have, and click and drag on your page.



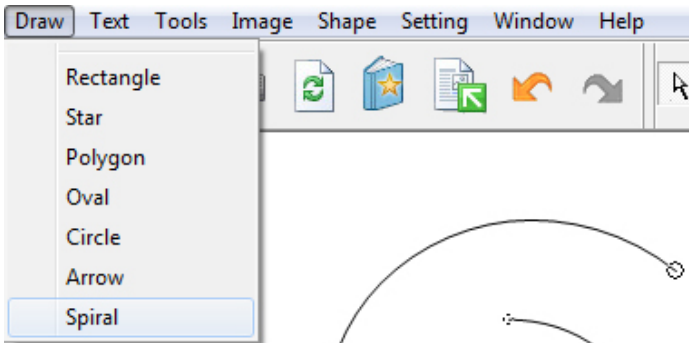
Select 3 sides to create a triangle, or select 8 sides to create a stop sign!



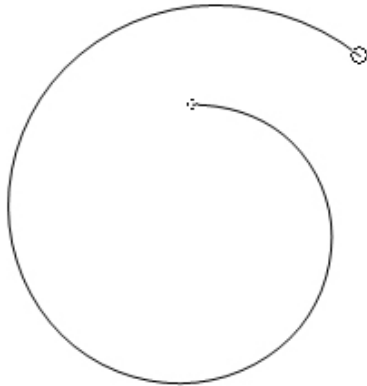
Star: Draws any kind of star. To use this feature click on the Star tool, select how many points you want your star to have, and click and drag on your page.



Arrow: Draws any sized arrow. To use this feature, click on the Arrow tool and then click and drag to draw the arrow on your page.



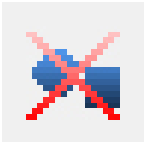
Spiral: In addition to being able to draw a polygon, star, or arrow you can also draw a spiral. To access the spiral go to the “Draw” drop down menu and select “Spiral.” Then click and drag anywhere on your page.



Erase Advanced Tools

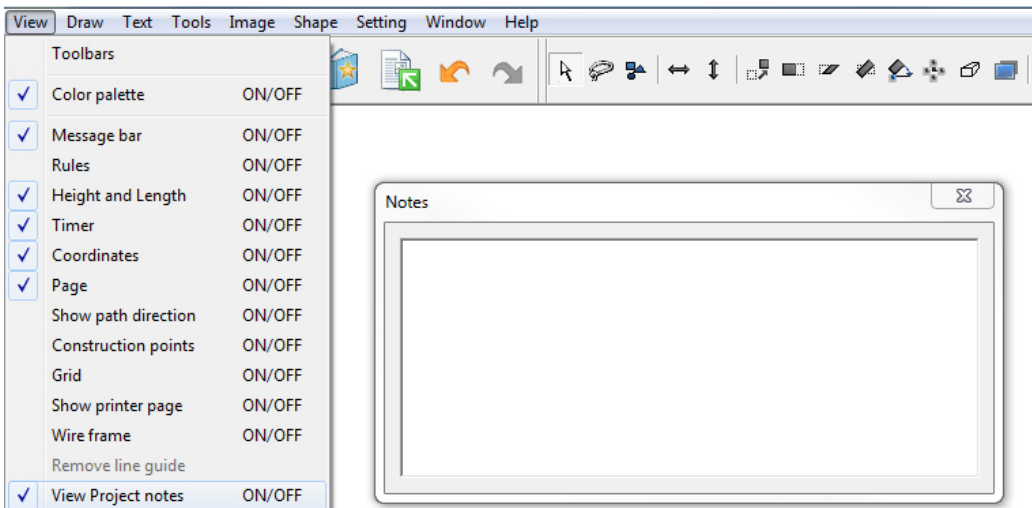


Erase Close: Erases the closest pen line.



Erase By Color: Erases all the pen lines of the same color.

Project Notes



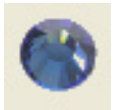
Save notes specific to the project you are working on by going to the “View” drop down menu and clicking on “Project Notes.” When you save your project, the notes will be saved along with it. The next time you open your project you can view the notes! These notes can also be viewed by other people when you share your file, however they will need to have Inspiration Studio Pro 2014 in order to see your notes.

Chapter 6: Rhinestones

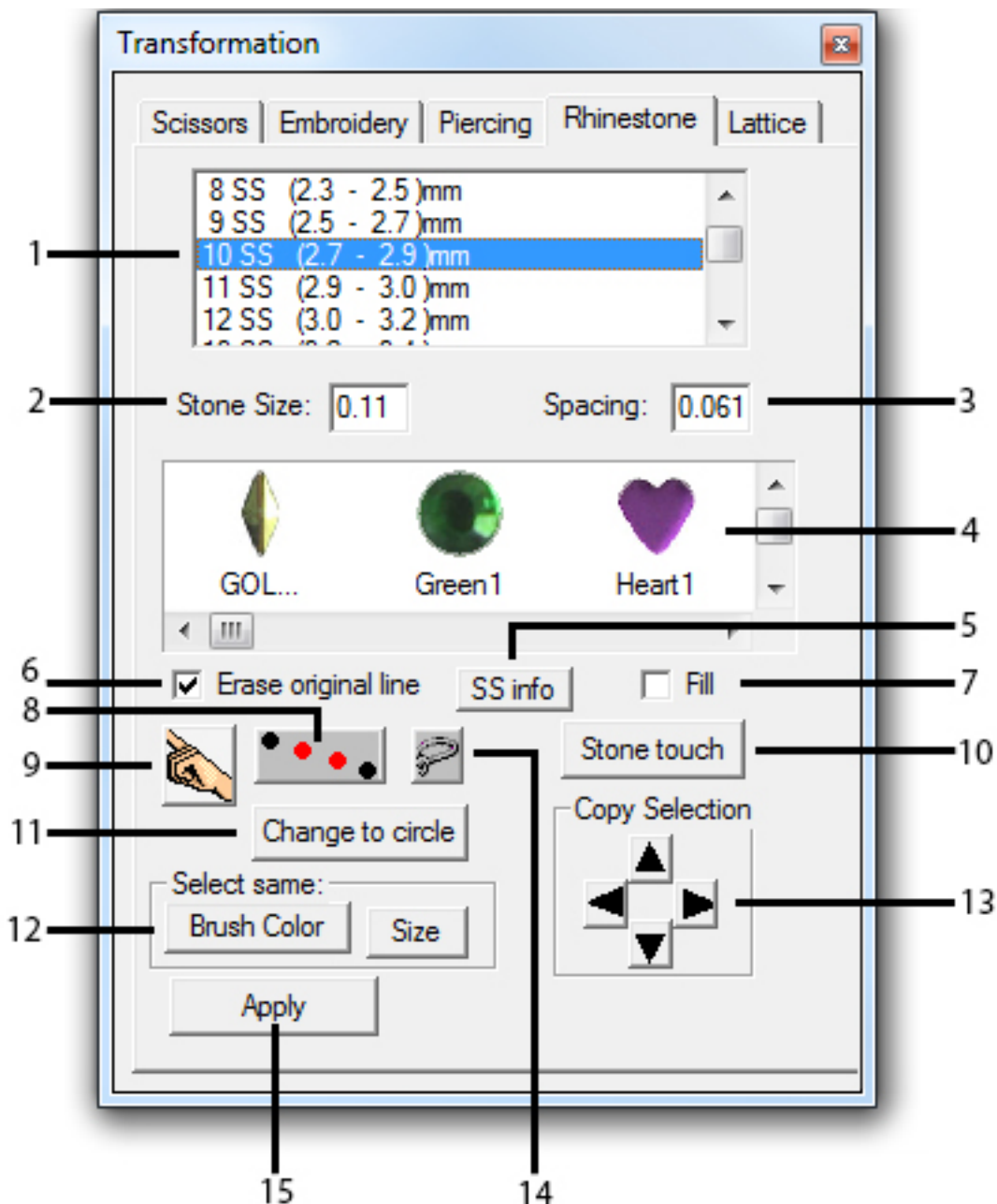
Rhinestones are the perfect way to add a little sparkle to t-shirts, jeans, scrapbook pages, cards, and more! If you can iron it, you can put rhinestones on it! You can create custom rhinestone design templates with the Rhinestone feature!

In this chapter you will learn

- How to make a rhinestone design from a vector design
- How to make rhinestone text designs
- How to resize rhinestone designs
- How to create rhinestone designs from graphics
- How to create different rhinestone fill effects

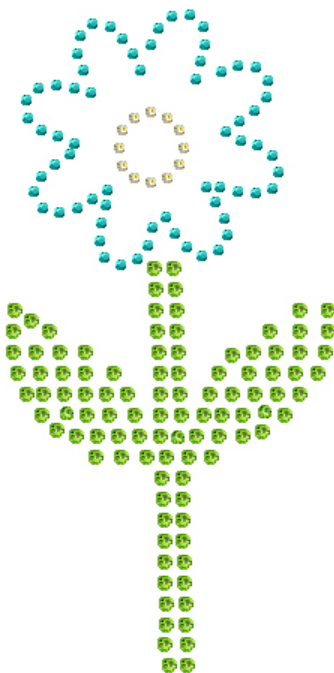


The Rhinestone Window can be accessed by selecting the Rhinestone Button from your Zoom Bar at the bottom of your screen or by selecting the “Tools” button from the bottom of your Color Palette and then selecting the Rhinestone tab.

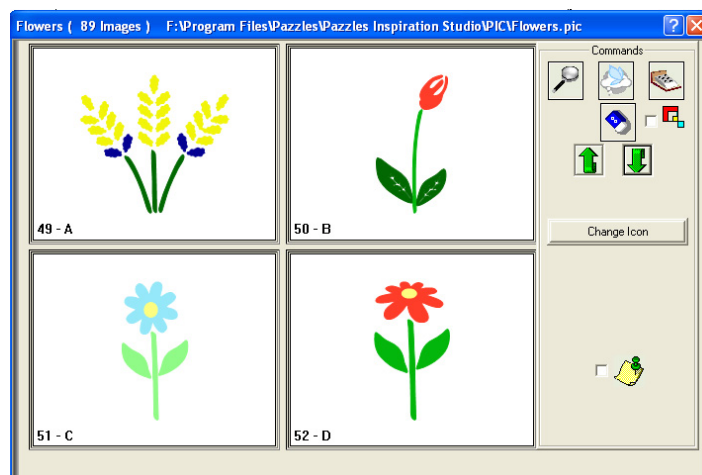


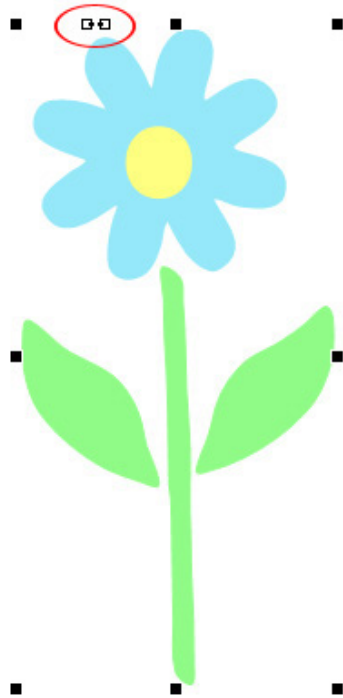
1. **Rhinestone Size:** Rhinestones come in many different sizes and are usually indicated by a number followed by “SS” (short for “Stone Size”). Match the size of your rhinestones to the sizes listed so that you can make a perfectly sized template.
2. **Stone Size:** Stone size will display the exact size of your rhinestone.
3. **Spacing:** The spacing in between each rhinestone. You can change the rhinestone size by clicking and typing in the box. You will want a spacing that is at least half of the rhinestone’s size.
4. **Rhinestone Color:** Choose a rhinestone color to be displayed on your template that will help you visualize how your final design will look.
5. **SS Info:** Gives you information about the size of the stones in your design and how many stones are used in your design.
6. **Erase Original:** When this box is selected, the original path of your design will be erased and replaced with your rhinestone template. Typically you will want to keep this box check marked.
7. **Fill:** When this box is selected your design will be filled with rhinestones rather than just an outline around your design.
8. **Remove Rhinestone:** Select two overlapping rhinestones and then click this button to remove one of them.
9. **Add Single Rhinestone:** Brings up a cursor so that you can precisely place a single rhinestone anywhere.
10. **Stone Touch:** Zooms in on any rhinestones that are touching. Continue clicking this button to reveal all of the overlapping rhinestones.
11. **Change to Circle:** Change any selected element to a circle. Note that the circle may not be the same size as your selected rhinestone size.
12. **Select Same:** Select any rhinestone and click “Brush Color” to choose all elements with the same fill color (including rhinestone colors) or select “Size” to select all rhinestones that are the same size as your selected rhinestone.
13. **Copy Selection:** Make a copy of any selected rhinestone, click the arrow in the direction you want the copy to be.
14. **Lasso Selection:** Select multiple elements (like individual rhinestones) at the same time by drawing a lasso around them.
15. **Apply:** Applies your rhinestone selections to your design! Make sure you have your design selected first!

Let’s practice using the rhinestone feature. Here’s the design we will be creating.

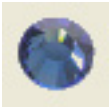


First we need to select a design to convert to rhinestone. All designs can be made in to rhinestones, but some will have better results than others. In general, you will frequently get very good results when you start with a simple design. We are going to use the flower 51-C which can be found in your image catalog under the Flower category.

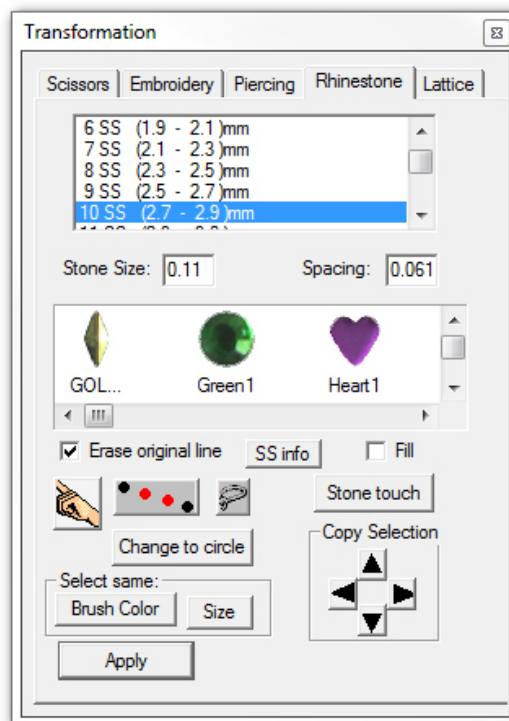
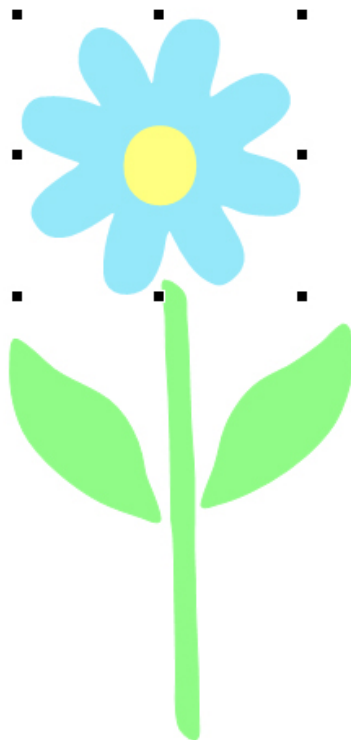




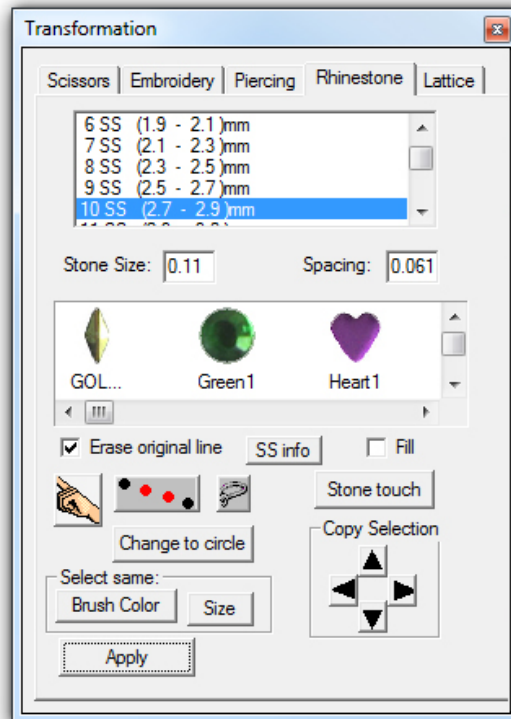
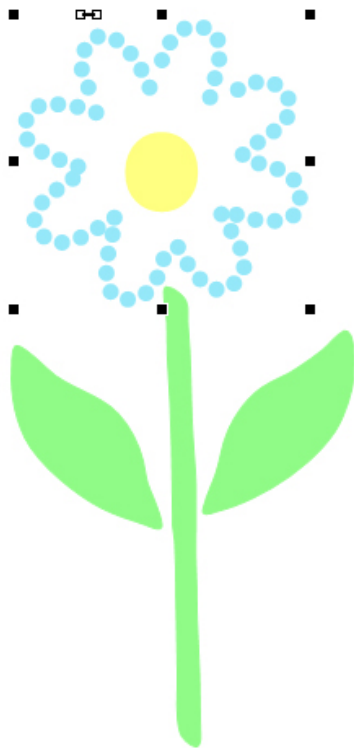
Click on the flower to insert it on to your page and then exit the image gallery. You will need to ungroup your design to start working with it. You can ungroup your image by clicking on the small link icon in the top left corner of your design.



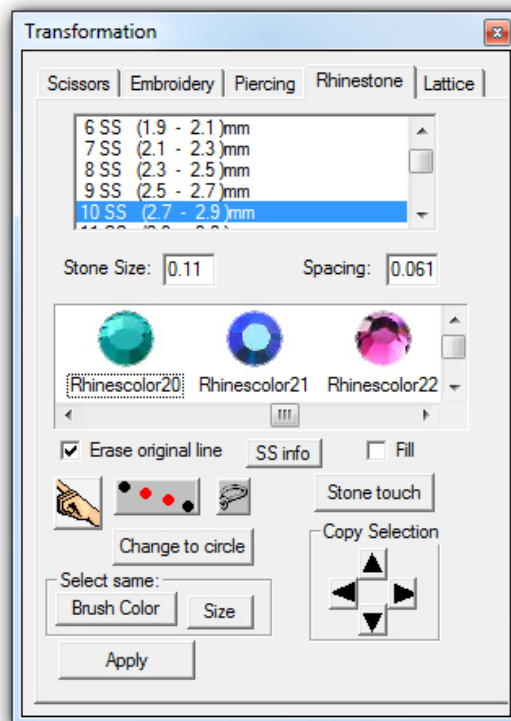
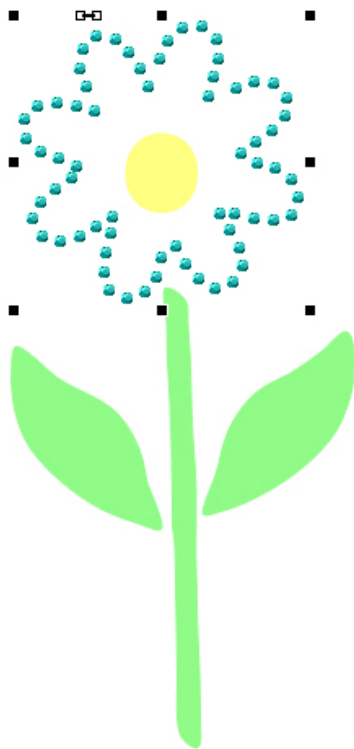
Now let's open the up the Rhinestone window by selecting the Rhinestone button which is on the Zoom toolbar at the bottom of your screen.



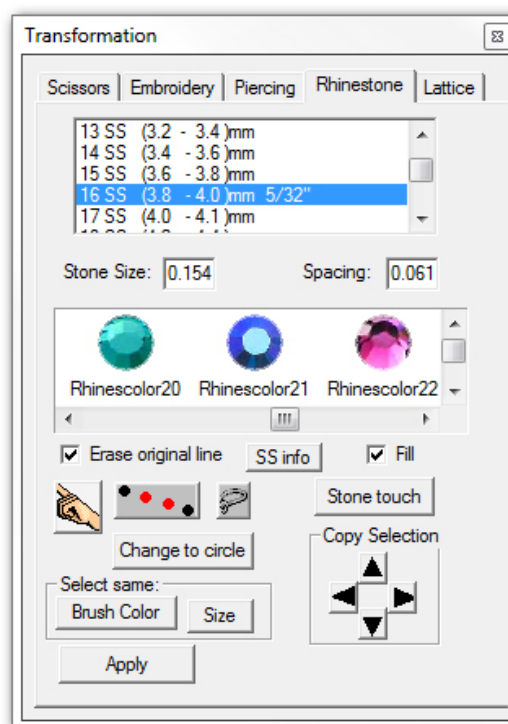
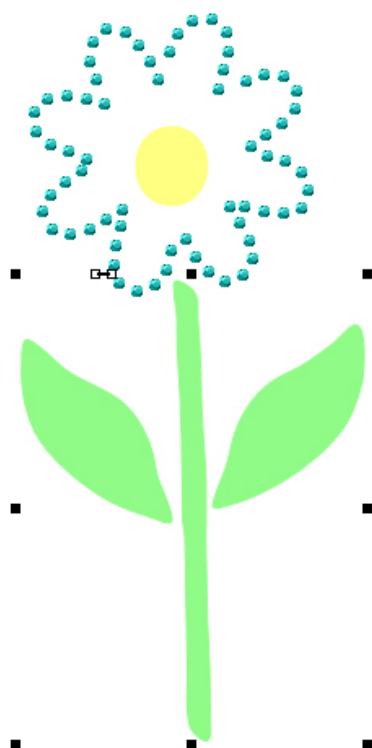
Select the part of the design you want to convert to rhinestones. In this case select the petals of the flower. Then select the rhinestone size you want, we used 10ss, and make sure that the spacing is at least 50% of the rhinestone size. Make sure “Erase original” is selected and “Fill” is not selected. Then select “Apply”.



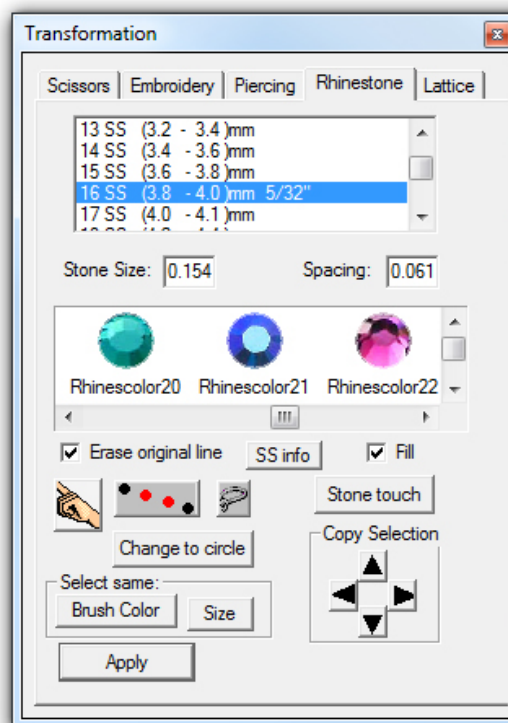
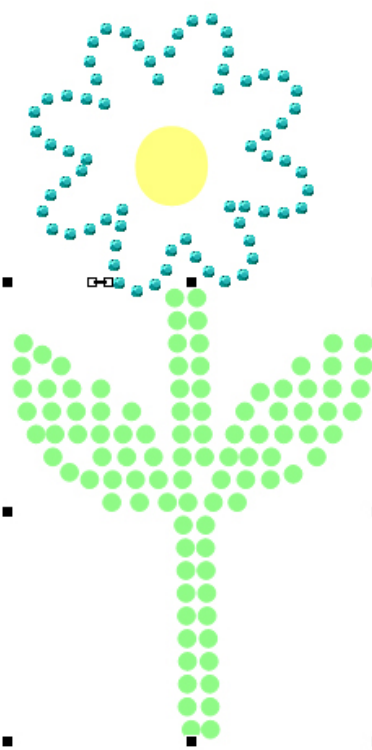
Our flower has been converted to a rhinstone template! You can now add rhinestones to it to get an idea of how your final design will look. To add rhinestones make sure you still have the part of the design you are working with selected (in this case, the flower petals) and select the rhinstone color you want. If you have deselected it, click on one of the rhinstone circles in your design and then use the “Brush Color” button under “Select same”.



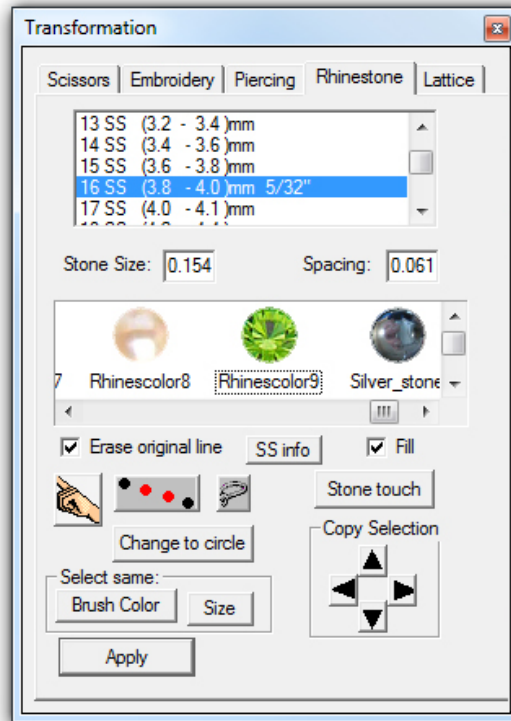
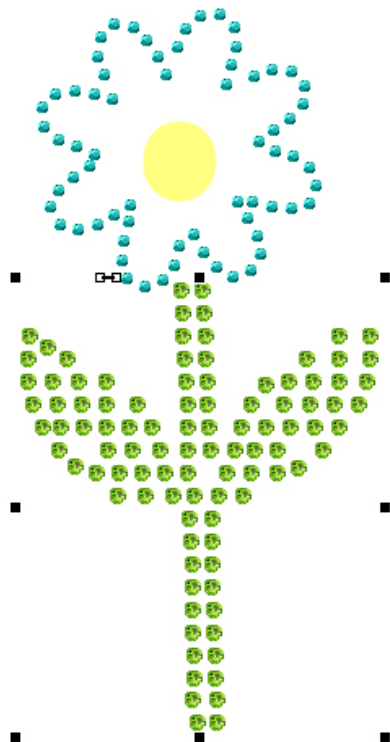
Now you can do the same thing to the flower stem and leaves. This time try using a larger rhinestone and the “Fill.”



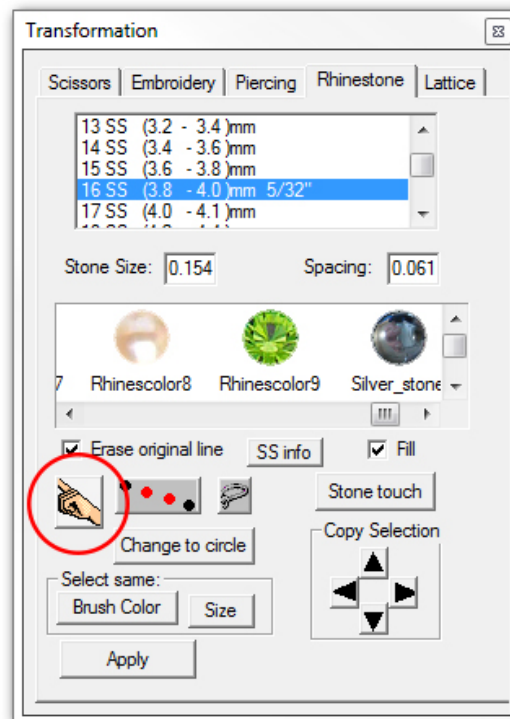
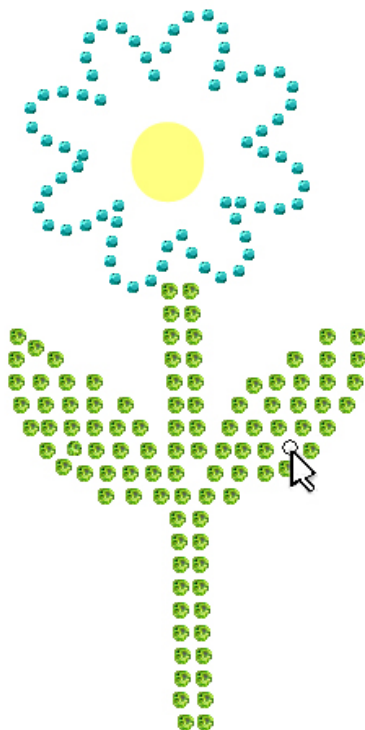
Make sure you select both leaves and the stem before continuing. You can do this by clicking a leaves, then holding down shift on your keyboard and selecting the stem and the other petal. This time instead of 10ss, choose 16ss. Make sure that your spacing is at least 50% of the stone size. You should also checkmark the box next to “Fill”. Once you have entered all your settings, select “Apply”.



You can now select a rhinestone color to help you visualize what your rhinestone design will look like.



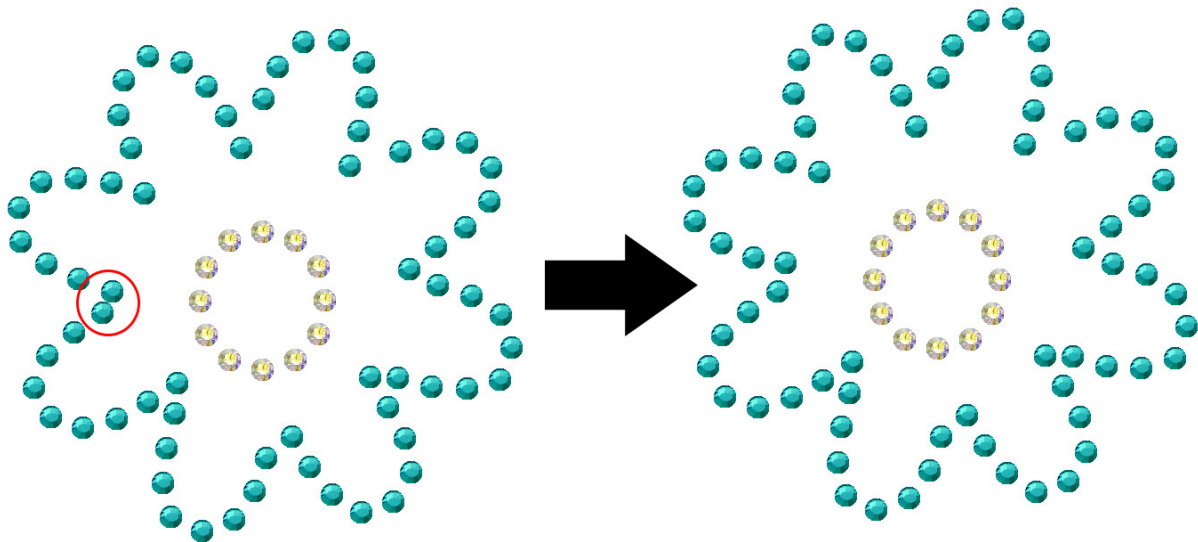
Use the “Add Single Rhinestone” tool to fill in any areas you want more rhinestones.



All that is left is the center of your flower. Go ahead and practice with the setting and choose whatever you like! We used a 10ss rhinestone with no fill.

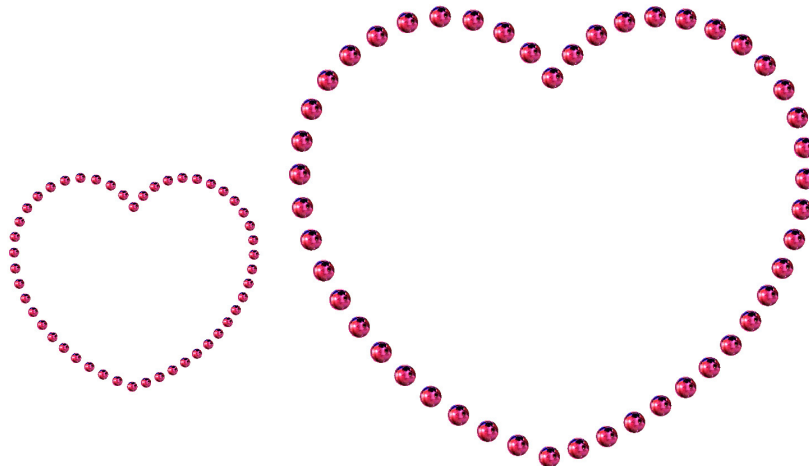
Once you have completed your rhinestone design, look over it closely to see if there is anything you want to fix. Make sure no rhinestones are touching each other or overlapping. Use the “Stone Touch” and “Remove Rhinestone” tools to fix overlapping rhinestones.

Also look for rhinestones that are positioned too close to each other like the example below. You can manually space these rhinestones better by clicking on one of them and then using your mouse or the arrows on your keyboard to reposition the stone.

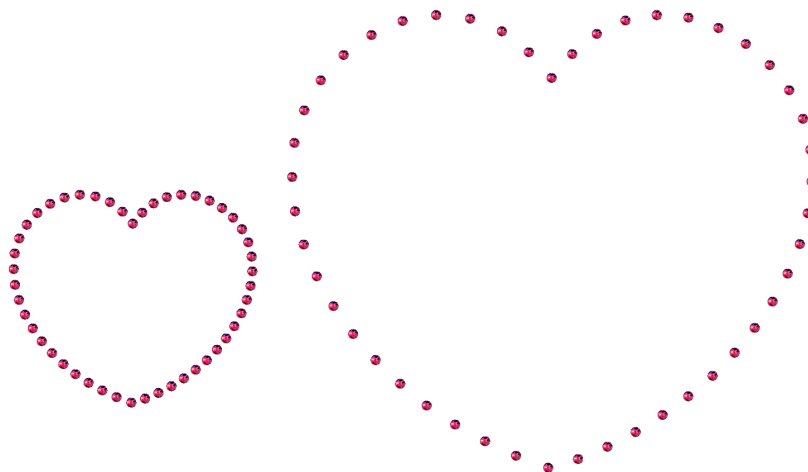


Resizing Rhinestone Designs

Once you have converted a design to rhinestones, you need to be careful about resizing your design. Remember that when you created your rhinestone design you chose a specific rhinestone size. If you simply resize your design, you will not only change the size of your design but also the size of your rhinestones, which you don't want to do! In the example below the heart was created using 10ss rhinestones. The larger heart on the right is the same heart but it has been resized. Notice how much bigger the rhinestones are? This design will no longer work for the 10ss rhinestones we chose!

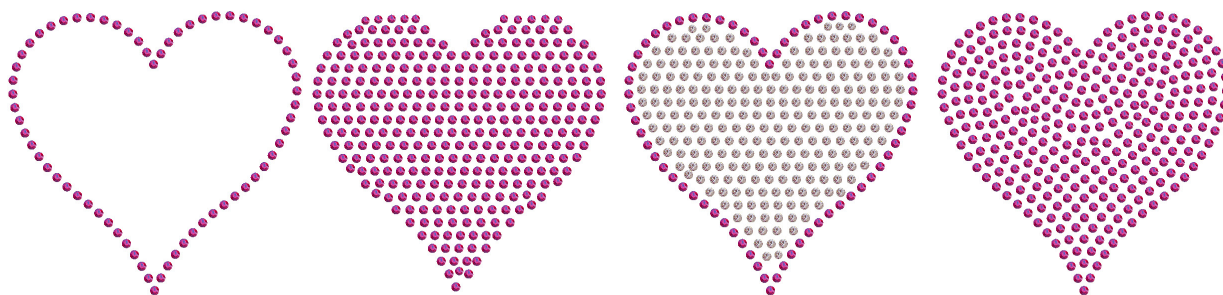


There is a way around this though. If you decide to resize your design after you have created it, hold down the shift key as you resize your design. This will change the size of your design by increasing the spacing between each rhinestone, rather than increasing the size of the rhinestone. Notice in the next example that the heart has been resized but the rhinestone size has not changed.



Rhinestone Fill Options

There are a few different styles of rhinestones designs you can create by using different features of your software. Here we will show you four different options that you may find useful

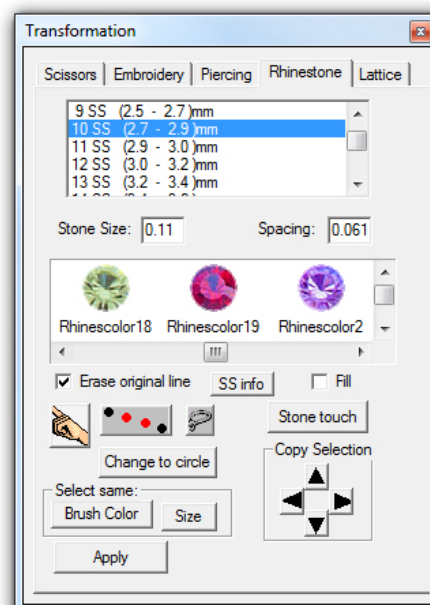
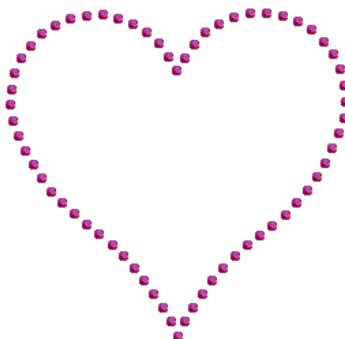


Rhinestone Outline

A rhinestone outline is the most common and easiest design to make. It also has the added bonus of using the least amount of rhinestones, so that you can make your supplies stretch farther.

To create this rhinestone look use a 10ss rhinestone. Notice that the size of your rhinestone is 0.11. Change your spacing to 0.061 which is over half of the rhinestone size. Make sure that “Erase Original” is selected, and select “Apply”.

You can use any rhinestone size you wish as long as you make sure that you adjust your spacing to at least half the size of your rhinestone.

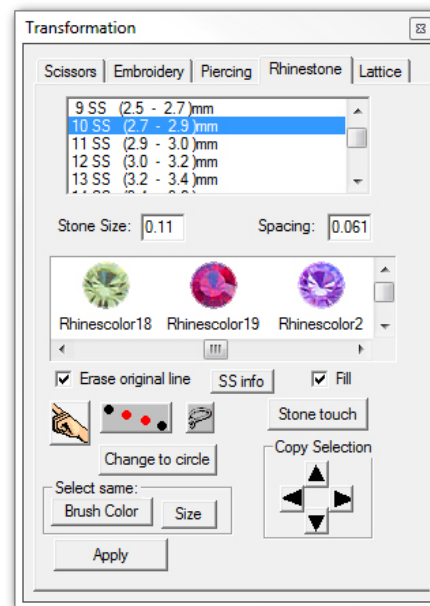


Rhinestone Fill

A rhinestone fill is the perfect choice if you really want your design to sparkle.

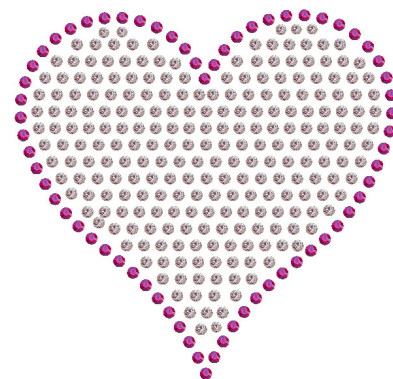
To create this rhinestone look use a 10ss rhinestone. Notice that the size of your rhinestone is 0.11. Change your spacing to 0.061 which is over half of the rhinestone size. Make sure that “Erase Original” is selected. Also, you should checkmark the box next to “Fill”. Select “Apply”.

You can use any rhinestone size you wish as long as you make sure that you adjust your spacing to at least half the size of your rhinestone.



Rhinestone Fill Using Inline

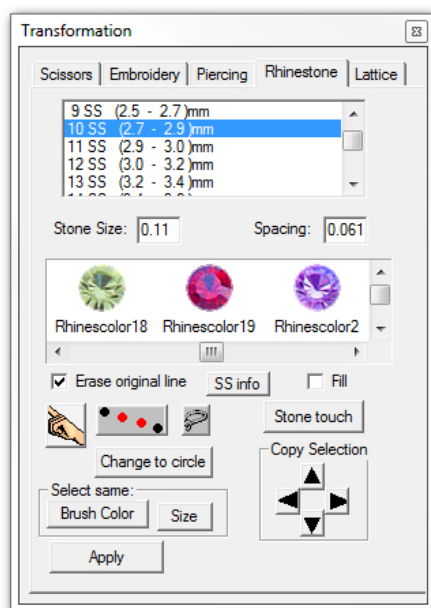
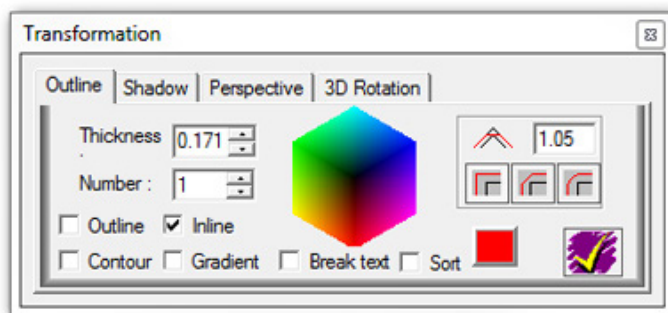
You may notice that when you use the Rhinestone Fill feature you lose a bit of definition around the curves and corners of your design. Using the Inline feature before you apply rhinestones can help you achieve a filled rhinestone design without losing the crisp edges of your design. This is also a great trick for creating designs that are outlined in one size and/or color of rhinestones, and filled with a different size and/or color. This requires you to do a little bit of extra math but it is worth it!



To create this rhinestone design, first decide what size rhinestones you plan to use. In this case we used 10ss rhinestones and changed our spacing to 0.061 which is over half of the rhinestone size. If you are using several sizes of rhinestones, choose your biggest rhinestone size first. Do not apply rhinestones to your design yet.

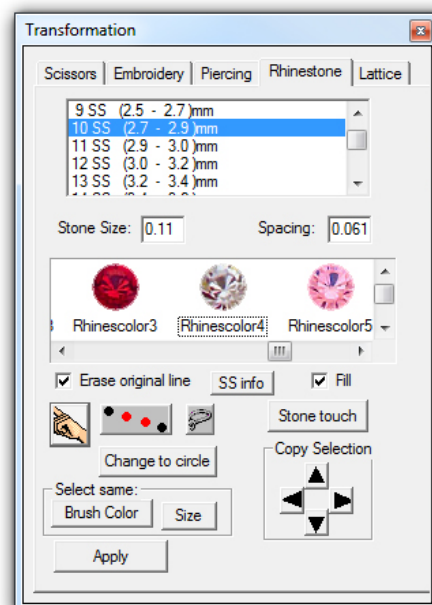
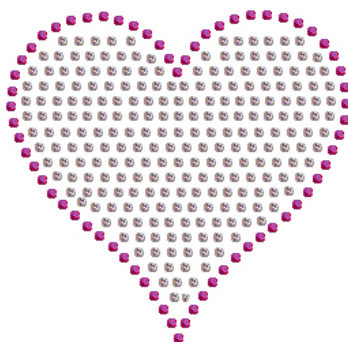
Select your design and open your outline window using the outline button on your toolbar on the left of your screen. In the outline window select “Inline” and then de-select “Outline”. Change your thickness to the size of your rhinestone + the rhinestone spacing. In this case we used a 10ss rhinestone which is 0.11 and a spacing of 0.061 for a total of 0.171 ($0.11 + 0.061 = 0.171$). Once you have your inline thickness entered, select the yellow checkmark to apply your inline.

Remember: rhinestone size + rhinestone spacing = the thickness of your inline



Now select your original design without the inline. Re-open your rhinestone window if you closed it. Select your rhinestone size and spacing. Make sure that “Fill” is not check marked, and select “Apply”.

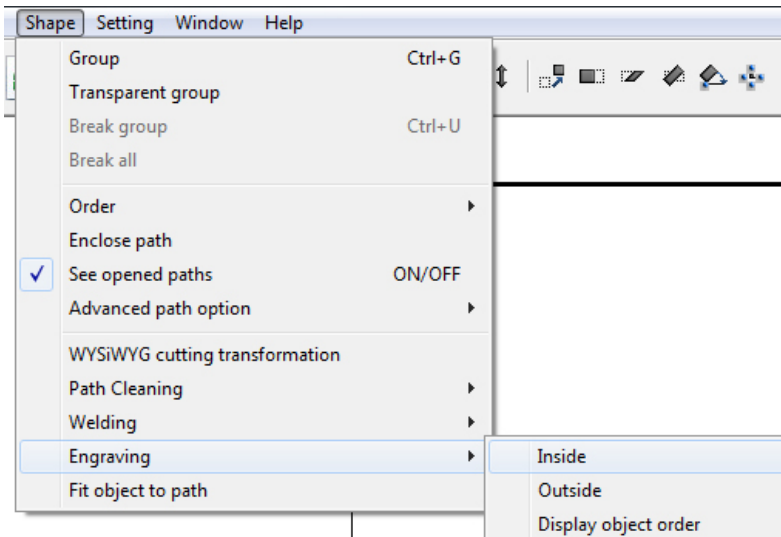
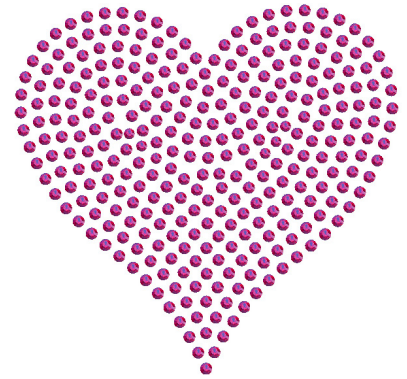
Now select the inline of your design. Choose your rhinestone size and change your spacing to half of your rhinestone size. Checkmark the box next to “Fill” and select “Apply”.



Rhinestone Fill Using Engraving

When you use the Rhinestone Fill feature, your design is filled with rhinestones in straight lines across your design. Using the engraving feature you can create a little more “random” fill effect that you may find to be a better look for your design.

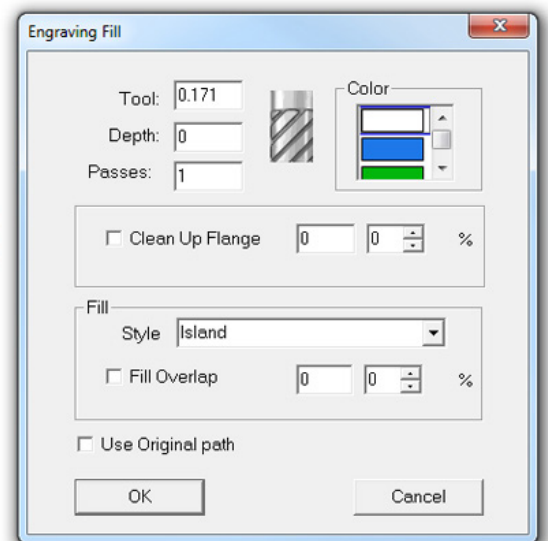
To create this rhinestone design, first decide what size rhinestones you plan to use. In this case we used 10ss rhinestones and changed our spacing to 0.061 which is over half of the rhinestone size. Do not apply rhinestones to your design yet.



Select your design and open your engraving window by going to the “Shapes” drop down menu, hovering over “Engrave” and selecting “Inside”.

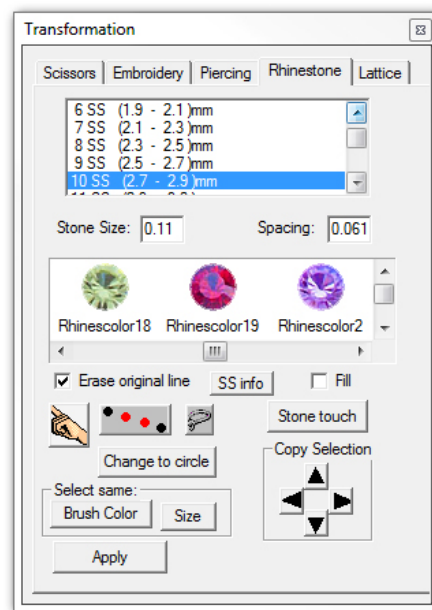
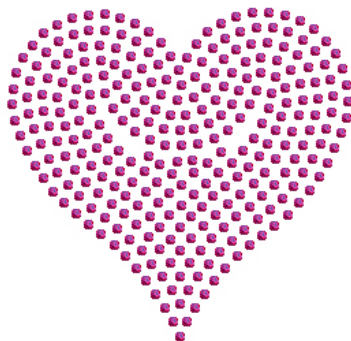
In the engraving window change your “Tool” value to the size of your rhinestone + the rhinestone spacing. In this case we used a 10ss rhinestone which is 0.11 and a spacing of 0.061 for a total of 0.171 ($0.11 + 0.061 = 0.171$). Under “Fill” select the style “Island” and then select “Ok”.

Remember: rhinestone size + rhinestone spacing = “Tool” value



Select your entire design. Re-open your rhinestone window if you closed it. Select your rhinestone size and spacing. Make sure that “Fill” is not check marked, and select “Apply”.

With every rhinestone design you create but especially with this method, you will want to look over your design and adjust individual rhinestones so that they are not touching or overlapping.

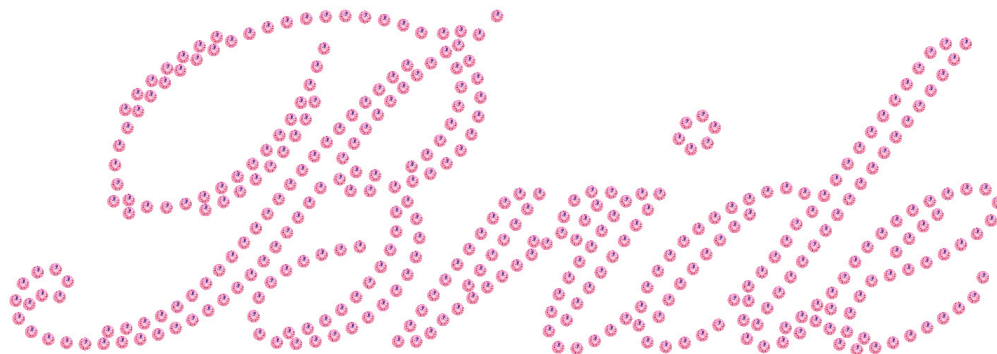


Rhinestone Text Designs

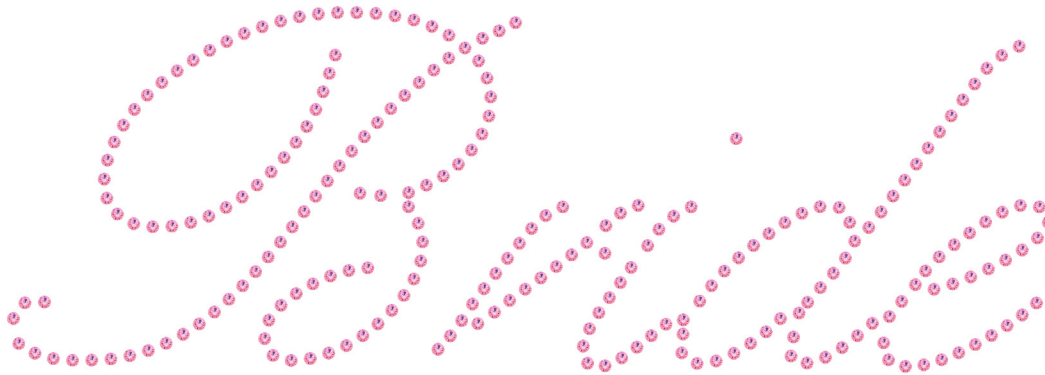
You can create rhinestone designs out of any font. For this example we are going to use the Pazzles font “English BT” which is a beautiful script font.

Bride

Using the Fonts Window, select your font and entered the word “Bride”. Then use Text Spacing and Welding to achieve the look above.

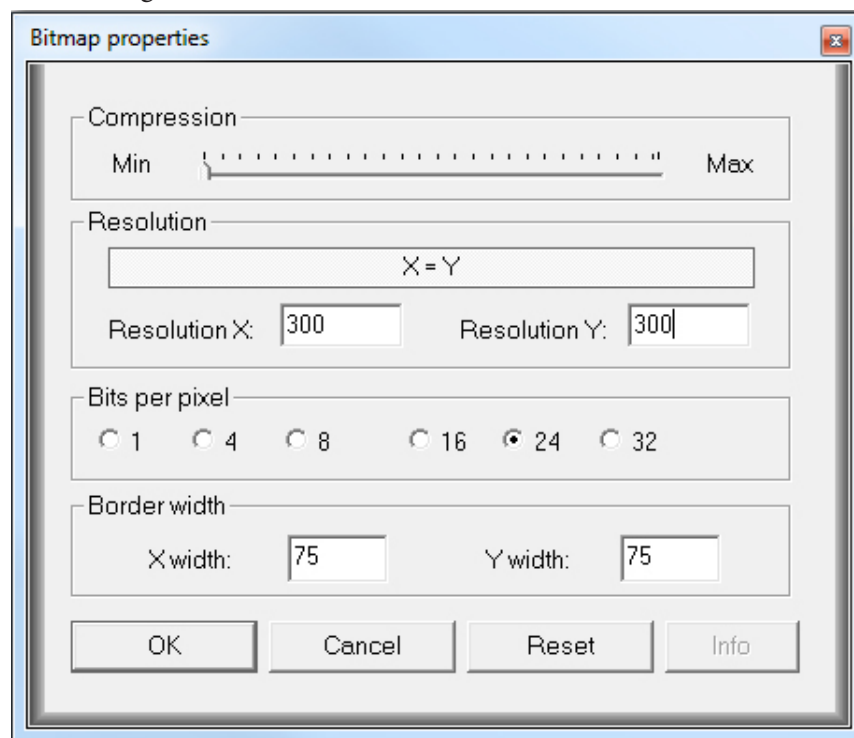


You can create this Bride rhinestone design using 10ss rhinestones and a spacing of 0.055. Although the design is nice, sometimes you want a look like this next picture.



This look is achievable with any font, you simply need to do one additional step.

After you have selected your font and entered your text, select your saying and go up to your Image drop down menu and select “Convert to Image”.



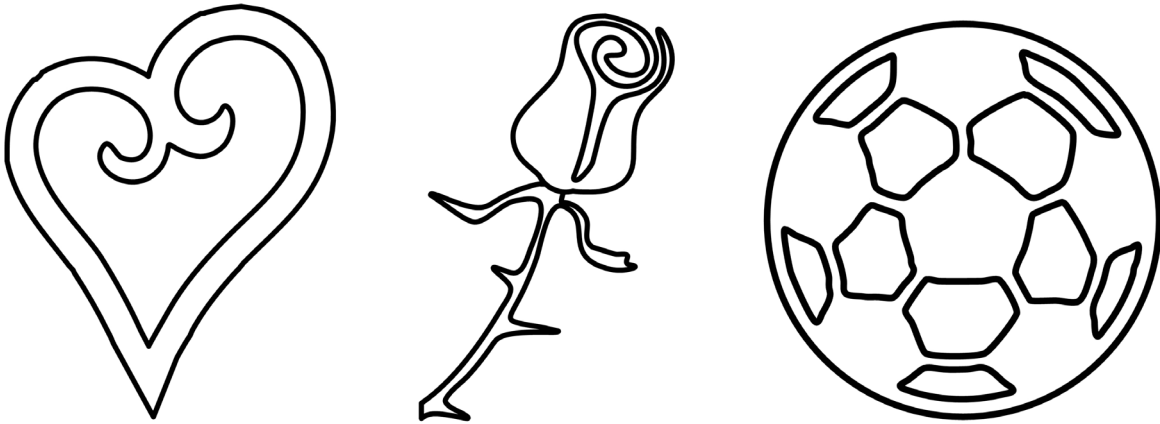
In the window that opens change your resolution to 300 x 300 and change your “Bits per pixel” to “1”, then select “Ok”.



A picture copy of your text will be created to the right of your original. You can delete your original. Select the picture of your saying and open your Rhinestone window. Make your selections normally and then select “Apply”. The Rhinestone feature does all the rest of the work for you!

Rhinestone Designs from Images

You can create rhinestone designs from images such as Jpegs (.jpg) and Bitmaps (.bmp) without vectorizing them first! However this feature only works with black and white images with thick black outlines (such as coloring book pages) like the following examples.



Once you import your image in to the software, simply proceed to create a rhinestone design normally. When you select “Apply” in the rhinestone window, the software will do the rest of the work for you!



For all other images, such as images with large solid areas of color or for more complicated images such as photographs, you should vectorize your image first and then convert to rhinestones. The following are examples of images you should vectorize before converting to rhinestones.



Chapter 7: Working With Graphics

One of the most exciting things that you can do in the Inspiration Studio is creating your very own custom designs. Often, you may find a picture that inspires you or you may want to cut a personalized handprint or silhouette from a photo. This may sound too amazing to actually do, but it is possible!

In this chapter you will learn

What pixels, resolution, and dpi mean

What Vectors are

What Vectorization means

How to import graphics into the Inspiration software

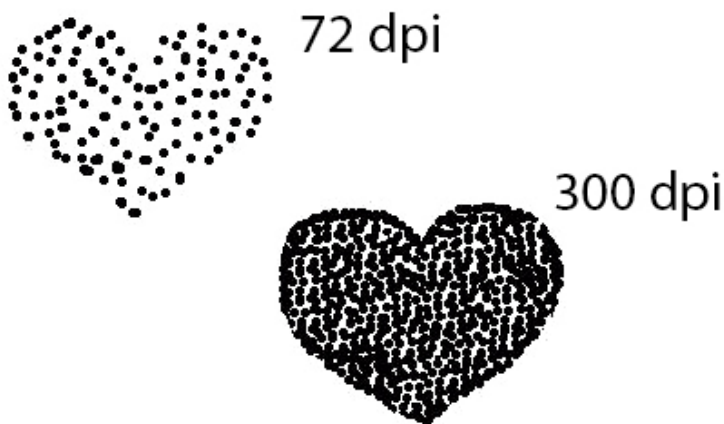
How to automatically vectorize an image

How to clean up an automatically vectorized image

How to manually vectorize an image

Understanding Pixels and Resolution

Most pictures that you see on your computer are made up of hundreds of pixels (tiny colored dots). The number of pixels per inch, which is also referred to as dots per inch (dpi) is called the object's resolution. Higher resolutions mean more dots per inch and more detailed graphics. Below you can see the difference between a heart that is 72 dpi and a heart that is 300 dpi.



Often, pictures that you take with your camera, scan into your computer, or get off of a CD will have a higher dpi. Images that you right click and copy off of the internet will have a lower dpi.

Vectors

All those little dots make it very difficult for the Inspiration to know where to cut. That is why the Inspiration Studio uses vectors instead – also called pen lines. Vectors are lines and curves rather than hundreds of tiny pixels. Everything you draw in the Inspiration Studio is already a vector, but if you import something that was not created in the Inspiration Studio it is probably made up of pixels.

Vectorization

To get the Inspiration to understand what you want to cut, you will have to convert your pixel graphics to vectors in a process called vectorization. Vectorization is really just a fancy word for connecting the dots (in this case, the dots are the pixels in your graphic). Imagine that you are doing a connect-the-dots worksheet. The closer your dots are together, the more likely you are to end up with a drawing that looks like it should. If there are only a few dots and they are far apart, you'll probably end up with a strangely shaped drawing. The same idea applies when vectorizing an image. The closer the dots are to each other (the higher the resolution is), the more likely you are to get a ready-to-cut design that looks the way you want it to. Using a graphic with 250 dpi or higher will provide the best quality design

Importing Vector Files

There are many files that are already in a vector format which means you do not have to vectorize them to cut them. These file types include .SVG, .AI, and some .PDF files.

SVG files or “Scalable Vector Graphic” files are a common file used by many graphic programs and are particularly popular among users of electronic die cutters. Since these files are vector based you should be able to bring them in to the software and cut them immediately.

.AI files are files created in Adobe Illustrator or CorelDraw. If you have created a design in Adobe Illustrator, select “Save As” when you save it. When you get to the Illustrator Options window, select “Version: Illustrator 8” or earlier from the drop down menu. You can also opt to save your Adobe Illustrator files as an .SVG.

PDF files are a very common file type, often used for written documents but sometimes for pictures or drawings as well. However, not all PDF files are the same. Some PDF’s are “vector based” meaning that, like the Inspiration Studio, they use vectors (lines and curves) instead of pixels (hundreds of tiny colored squares) to create images. The Inspiration software will only be able to import vector based PDF’s.

To import these files, go to the File drop down menu and hover over “Import”. On the side menu that appears select “EPS, AI, PDF (Vector only)” to import PDF’s and AI files or select “SVG” to import a SVG file. Locate the file on your computer and then select “Open”.

These files should be cuttable immediately without any vectorization. However, you should use the Wire Frame tool from your Zoom toolbar and look over your design to make sure it will cut well. Remember that the original designer may not have been thinking about making a design that would cut well, so you will likely need to make some adjustments before cutting.

Importing Graphics

There are several ways to bring pixel graphics into your software.

Copy and Paste Graphics

1. Often if you have a copy of your graphic open on your computer you can right click it and select “Copy” or “Cut” from the drop down menu that appears.
2. Open a new document in the Inspiration
3. From the “Edit” menu in the top left side of your screen select “Paste” to insert the graphic into your page.
4. If this does not work, you will need to follow the steps under “Importing Saved Graphics into Your Software”.

Importing Saved Graphics

You can import graphics into your software by using the Import button under the Document Bar.

1. Save the graphic on your computer as a .jpg or .bmp.
2. Open a new document in the Inspiration Studio.
3. Select Import and locate the graphic you saved earlier.
4. When you have found the graphic, click on it and select “Ok”.
5. The graphic should now appear on your page in the Inspiration Studio.

Scanning Graphics

If you are drawing a graphic to vectorize, try drawing it in a thick black line to make it easier to vectorize.

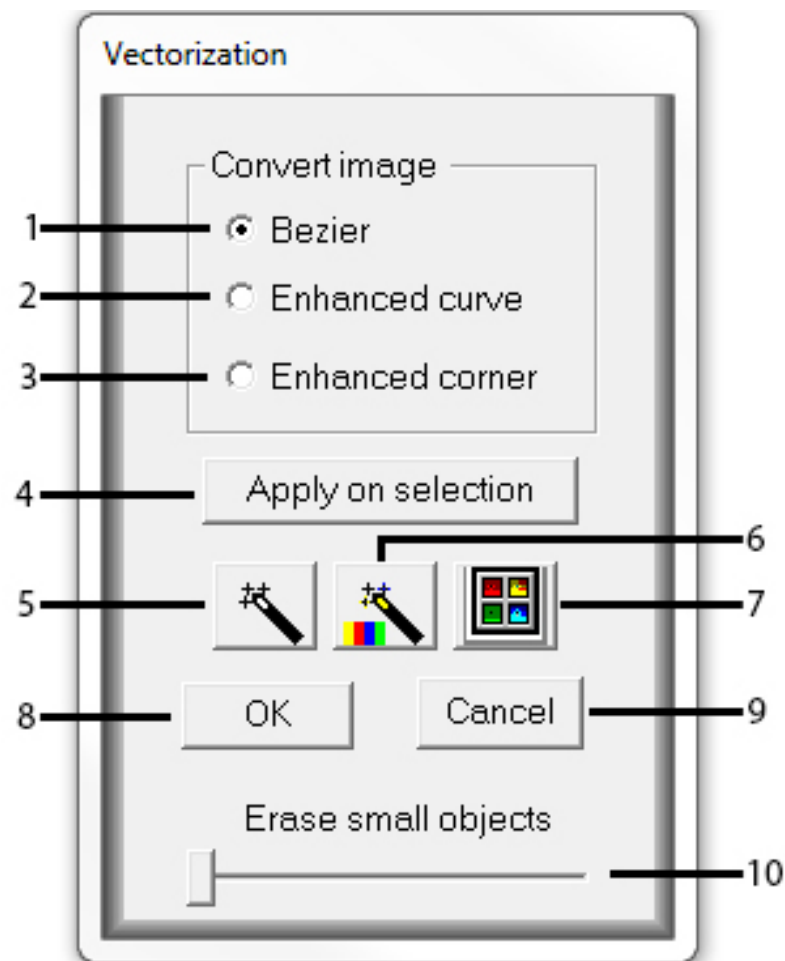
1. Place your graphic in the scanner.
2. In the Inspiration Studio, select “File” in the top left corner and select “Scan”.
3. Your scanner menu should appear, if it does not you may need to turn your scanner on and/or check that your scanner is connected to your computer.
4. In your scanner menu select to scan your image as black and white at a resolution of 250 dpi or higher and select “Ok”
5. Your scanner will begin scanning and when it is finished the scanned graphic should appear on your page in the Inspiration Studio.

Automatic Trace



Auto Trace takes all the work out of vectorizing an image because it does it all for you! Use Auto Trace to automatically trace (vectorize) any color or black and white graphic but works best on clipart and black and white drawings.

Once you have imported your graphic, select Auto Trace from the Basic Functions tool bar, this will bring up the Vectorization Window and your cursor will change to the Vectorization wand. To vectorize your image, select your setting in the Vectorization window and then click on your graphic with the Vectorization wand. It may take a few moments for the software to vectorize your image. After it is complete, the vectorized image will appear to the right of your original graphic. You can now erase your original graphic.



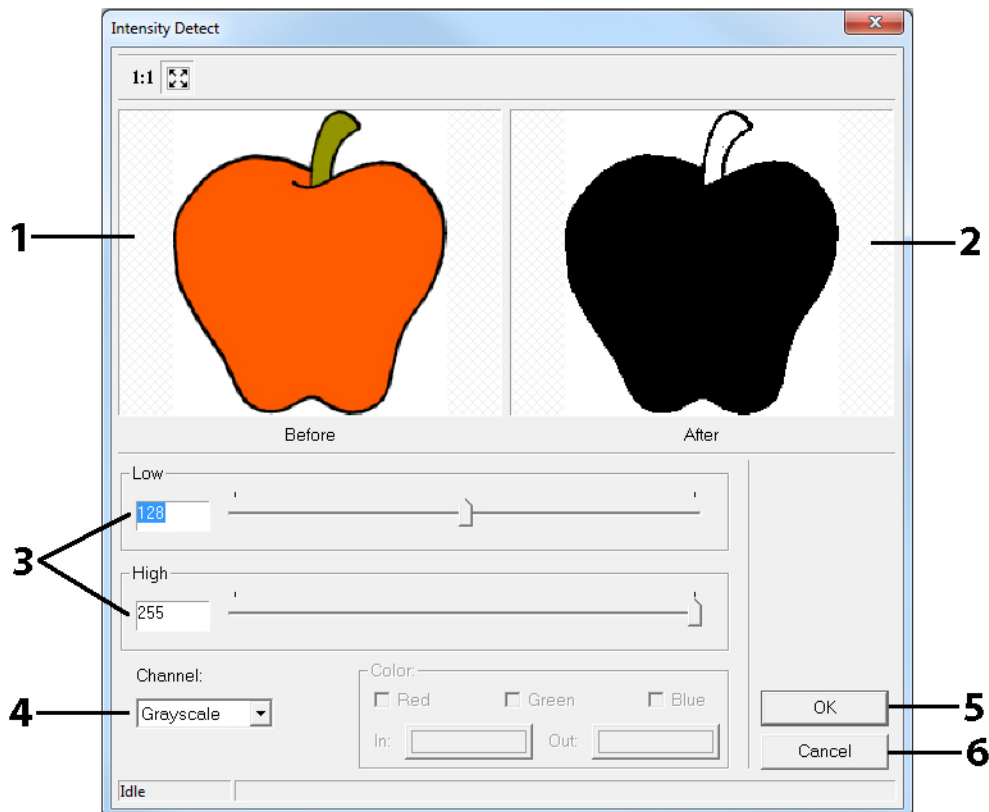
1. **Bezier:** Vectorizes your image enhancing curves and corners equally – this is the setting you will use most often.
2. **Enhanced Curve:** Vectorizes your image enhancing the curves.
3. **Enhanced Corner:** Vectorizes your image enhancing the corners.
4. **Apply on Selection:** Closes the Vectorization window, keeping the settings currently chosen.
5. **Make Vectorization:** Vectorizes your image. To use this function simply click on it and your mouse cursor should change to the vectorization wand. Click on your graphic with the wand to automatically vectorize it.
6. **Color Resolution:** This feature changes the amount of colors used in your image. This feature has little to offer for the purpose of creating designs to be cut out. You will not need to use this feature.
7. **Detect Intensity:** Changes your graphic to black and white, enhancing either the lighter colors or the darker colors. See “Detect Intensity” for more details.

8. **Ok:** Saves your settings and closes the Vectorization window The vectorization wand is still active.
9. **Cancel:** Closes the Vectorization window without saving your settings. The vectorization wand is still active.
10. **Erase Small Objects:** Once your graphic is vectorized, slide this bar to the right to erase small unwanted objects in your design.

Detect Intensity



The Detect Intensity feature will change your graphic to black and white. It is not necessary to use this feature however you can choose from many different settings that will ultimately affect your final design. This feature is also useful if you are having difficulty getting a graphic to vectorize well.



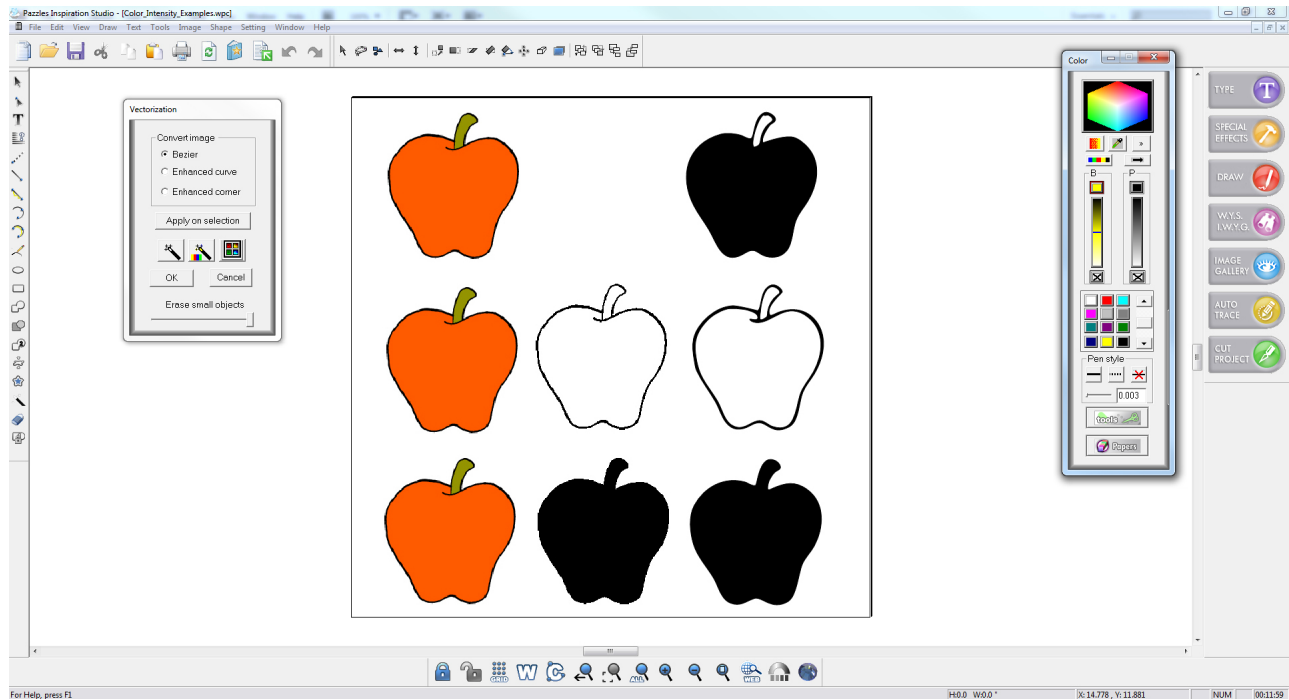
1. **Before:** Displays what your graphic currently looks like
2. **After:** Displays a preview of your graphic with the current settings applied.
3. **Low and High:** Affects what colors turn to black and what colors turn to white.



Use the slider bars to change both the High and Low and quickly preview what your graphic will look like in the After window.

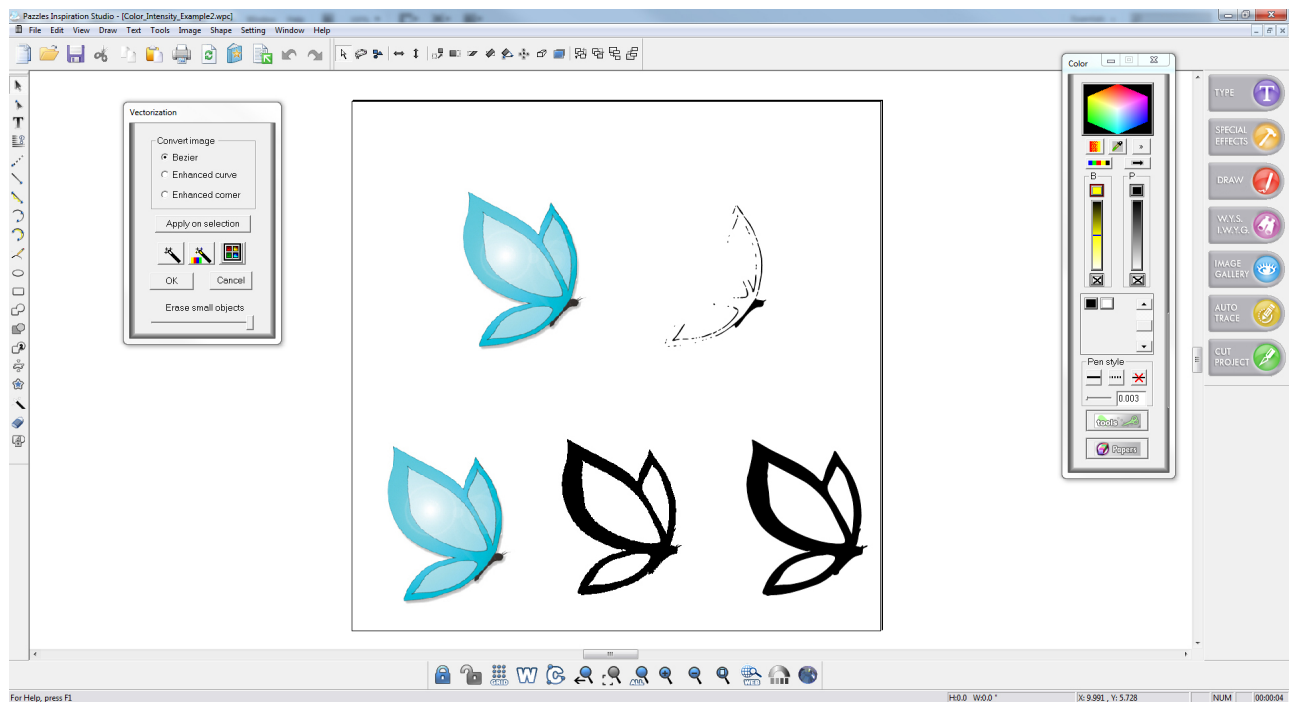
4. **Grayscale/RGB:** You can change the Detect Intensity feature to convert your graphic to color (RGB) instead of black and white (Grayscale), however this will not change how your graphic is vectorized.
5. **Ok:** Applies the settings you have chosen.
6. **Cancel:** Closes the Detect Intensity window without applying your settings.

Let's look at some examples of different looks you can achieve with the Detect Intensity settings.



The top row of apples was done using the vectorization wand without changing anything under the Detect Intensity window. The second and third rows were done using two different settings in the Detect Intensity window and then using the vectorization wand to vectorize them. These will all cut out just as they appear on the very right. As you can see, different settings will change how your final design looks.

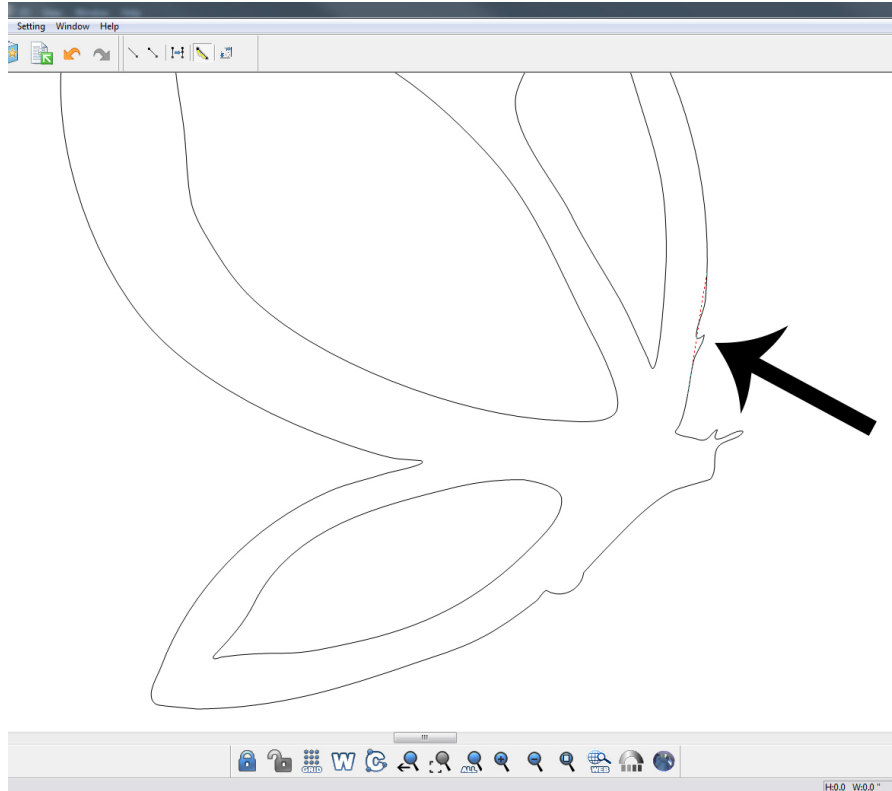
Let's look at another example...



The top butterfly was vectorized using the vectorization wand without changing anything under the Detect Intensity window. As you can see, it did not turn out very well. This is due to the gradient in the butterfly's wing. Gradient colors are colors that slowly fade or darken like the gleam in the butterfly wing. The bottom butterfly was changed using settings in the Detect Intensity window and then vectorized. The final result is much better.

Cleaning Up Auto Traced Images

After you have auto traced an image, you may notice little bumps or distortions that you do not like. Making sure that your design has smooth curves and straight lines will result in a cleaner cut and a better looking final project. You can easily clean up your image using several of the tools from the Tools Bar. The following tools will probably be the most useful.



Use the Move Point tool to manipulate lines.



Use the Replace by Segment tool to replace jagged lines.



Use the Replace by Arc tool to replace jagged curves.



Use the Erase tool to erase unwanted or double lines.



Use the Horizontal/Vertical tool to make a line perfectly vertical or horizontal.



Use the Convert to Circle tool to make an uneven circle a perfect circle.

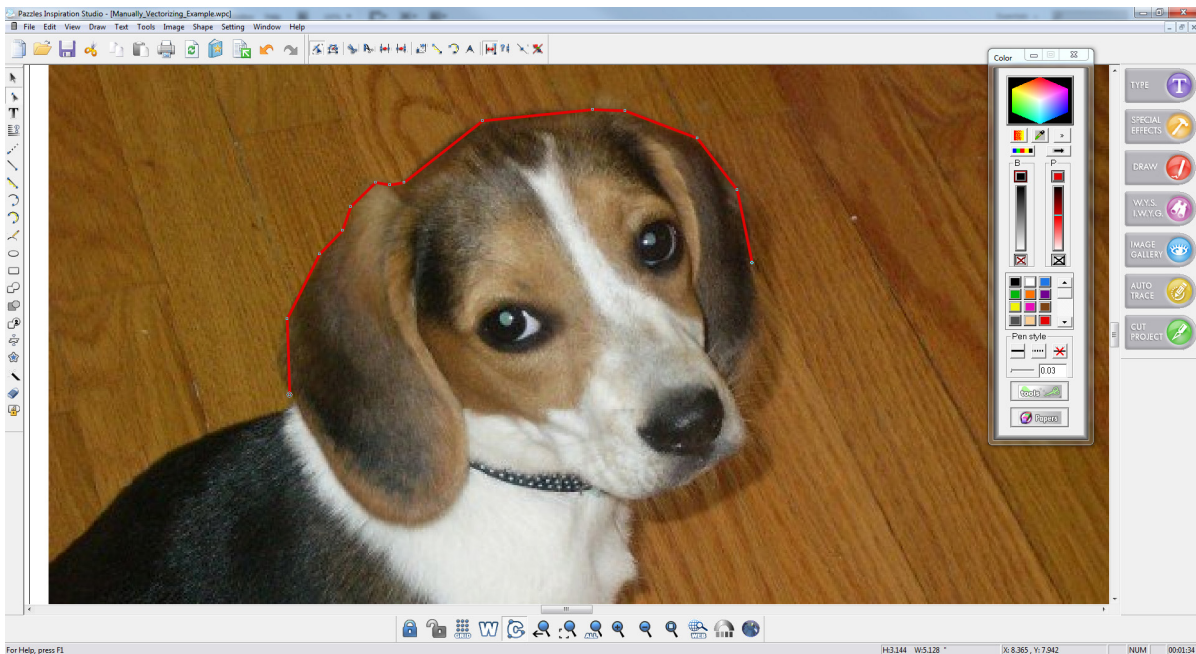
Manual Vectorizing

Sometimes you will have a graphic that you wish to vectorize that does not automatically vectorize well. This may be because the resolution of your graphic is too low, or it could be because you want to vectorize a photograph. Photographs do not automatically vectorize well because there are so many different colors and features in people's faces and in the photo's background that the automatic vectorization doesn't always pick out the particular features you want. In situations like this, it is much easier to manually vectorize your image. Use the following steps to manually vectorize a graphic.

1. Import the graphic into a new page in the Inspiration Studio.
2. Select the Segment from Path tool.
3. Change your pen line color to a color you can easily see on top of your graphic such as red.

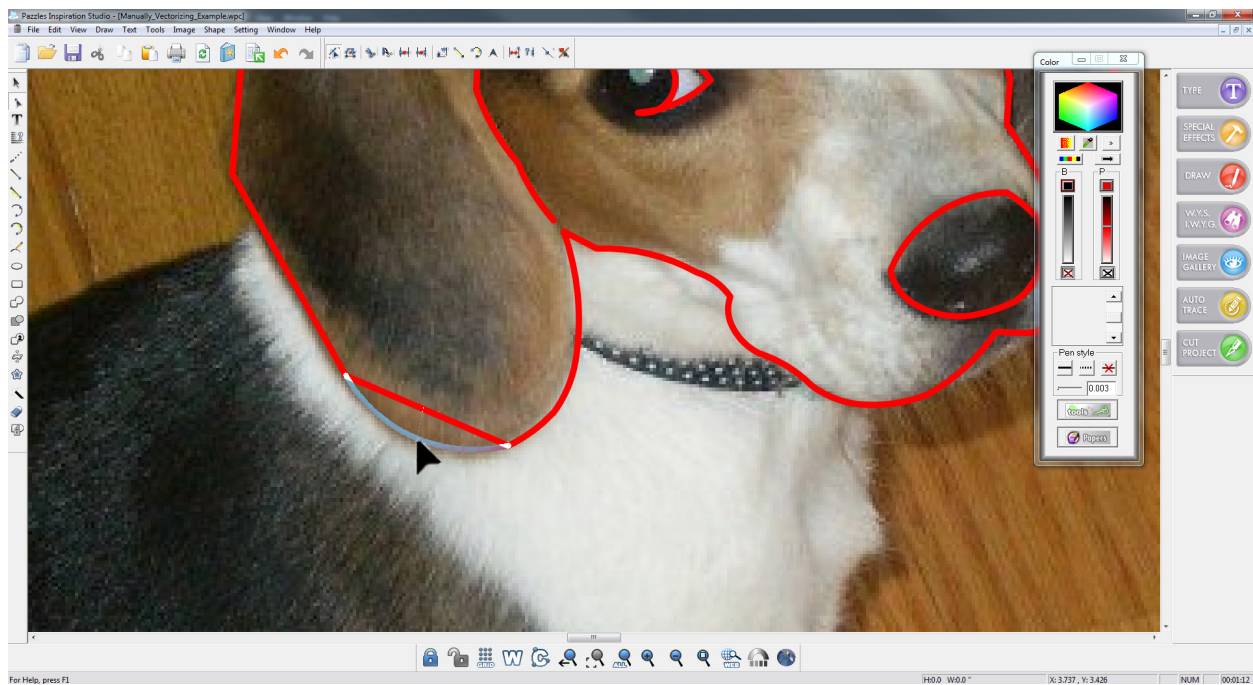
Tip! Remember you can change your pen line color by right clicking on the color you want in the Color Palette.

4. Use the Zoom tool to zoom in on your project
5. Click and drag your first line and then continue clicking a rough outline around your design. It's ok if it isn't perfect.



Tip! If your lines don't show up in red, try using the Redraw tool

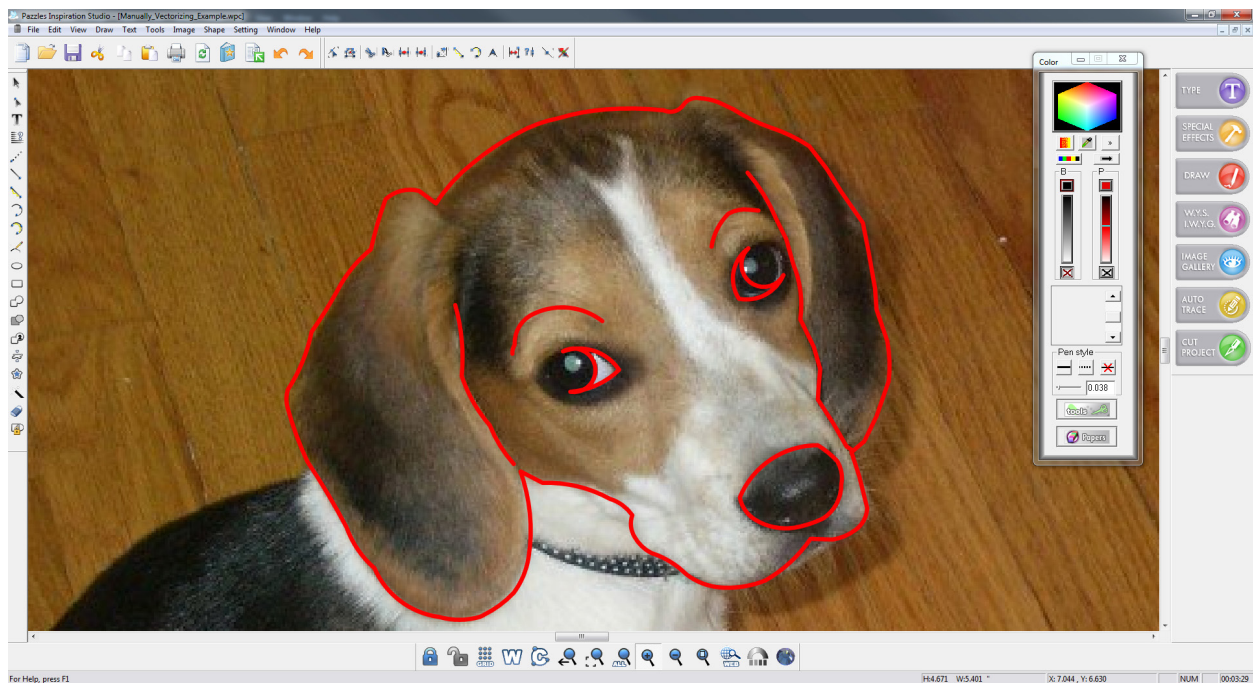
6. Continue tracing until your end point meets up with your starting point. The two points should join automatically when they get close to each other.



7. Once you have finished making a rough outline of your image, go back with the Manipulate Point tool to smooth and shape your outline.

Tip! To round a line, click the middle of a segment. To resize a segment or move a construction point, click on the construction point.

8. Once you have completed your outline, you may wish to go back and add more details inside of the outline. You can use the Segment from Path tool or Draw Segment tool to add details.



9. Use the Show Open Paths tool to find any open paths that you did not want.
10. Use the Join Two Points tool to get rid of any unwanted open paths.
11. When you are happy with your design, use the Erase tool and click anywhere on your graphic (not on a pen line!) to erase it.

Congratulations! Your personalized design is ready to be cut!

Chapter 8: Advanced Features

After mastering all the features covered so far, you are probably feeling like you could take on some really complex projects. The Inspiration Studio™ has many powerful features that will give you the ability to make even the most complicated of projects. However, there is a reason why these techniques are called advanced! Make sure that you are completely comfortable with all the other features of the Inspiration Studio™ before you try the techniques featured in this chapter.

In this chapter you will learn

How to Export a document

How to use several of the advanced Select Elements tools

What line guides are and how to use them

How to create a 3-Dimensional affect

How use the Text Addition window

How to use the Multiply Circles tool

How to make multiple copies of your design

How to Radius Multiply

What all the features under the View dropdown menu do

Export

(Ctrl+E): At some point you may want to save a design you have made as a different file type such as a .jpeg. To do this, you will need to export your file. Go to “File” in the top left side of your screen and select “Export” from the drop down menu. You can now name your file and select your file type and save it.

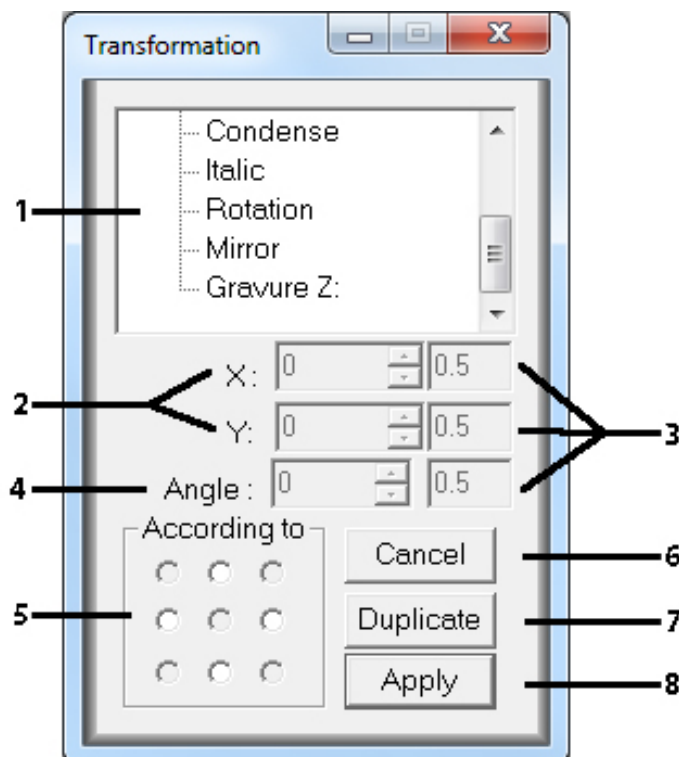
Precision Tools

The Inspiration Studio has many features that can be used to precisely manipulate your design. These tools can come in handy when you are making cards or dimensional objects.


Transformation Window

Several features under the Select Elements advanced tools will bring up the Transformation window. These tools can be used to precisely manipulate the size, shape, orientation, and location of any selected element.

Understanding how the Transformation window works will make it easier for you to understand how to use these tools.



1. **Transform Tools:** Indicates what feature you are currently using in the Transformation window.
2. **X and Y Position:** Represent the position of any selected element on your page. The X Position
3. represents the element's horizontal position. The Y Position represents the element's vertical position. You can change these numbers by typing the desired number in or by using the scroll buttons.

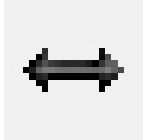
 **Tip:** Depending on what feature you are using, the X and Y Position features may be substituted by a Width and Height feature.

4. **Increments:** These show what increments the X and Y Position and Angle numbers will change by when you use the scroll buttons.
5. **Angle:** Depending on what tool you use this may
6. represent to what degree you rotate an object or to what degree you skew an object.
7. **According to:** Here you can select the axis which you rotate or mirror the selected element around.

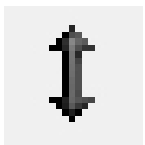
6. **Cancel:** Cancel the last action you applied.
7. **Duplicate:** Before selecting “Apply” you can choose duplicate to apply the action to an exact copy of any selected element.
8. **Apply:** Apply the selected action to any selected element.

Transformation Tools

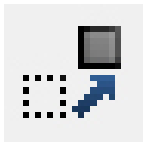
These tools will bring up the transformation window. Each tool can be found under the Select Elements Advanced tools.



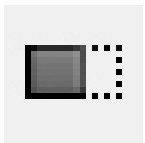
Width: (L) Change the width of any selected element. For this feature the “X Position” will change to “Width”.



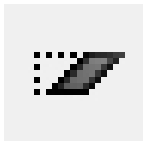
Height: (H) Change the height of any selected element. For this feature the “Y Position” will change to “Height”.



Move: (X,Y) Change the position of any selected element. You can change the location of an element by changing the X and Y Position on the Transformation window and selecting “Apply”.



Condense: (C) Change the height and width of any selected element. For this feature the “X Position” and “Y Position” will change to “Width” and “Height.” There is also a small checkmark box with a “%” by it that you can select to alter the size by percentage.



Italic: Skew a selected element to give it an slanted look. You can skew any selected element by selecting the Italic button and then either clicking and dragging the small circle that appears on the right top side of your element or by using the “Italic” feature in the Transformation window.



Orthogonal Rotation: Rotate an image to the closest right angle.

Rotation: The Transformation window can also be used to precisely rotate your design by a specific degree. To use this feature select “Rotate” in the Transformation window. Then enter the degree you wish to rotate your object in the “Angle” window and select “Apply”.



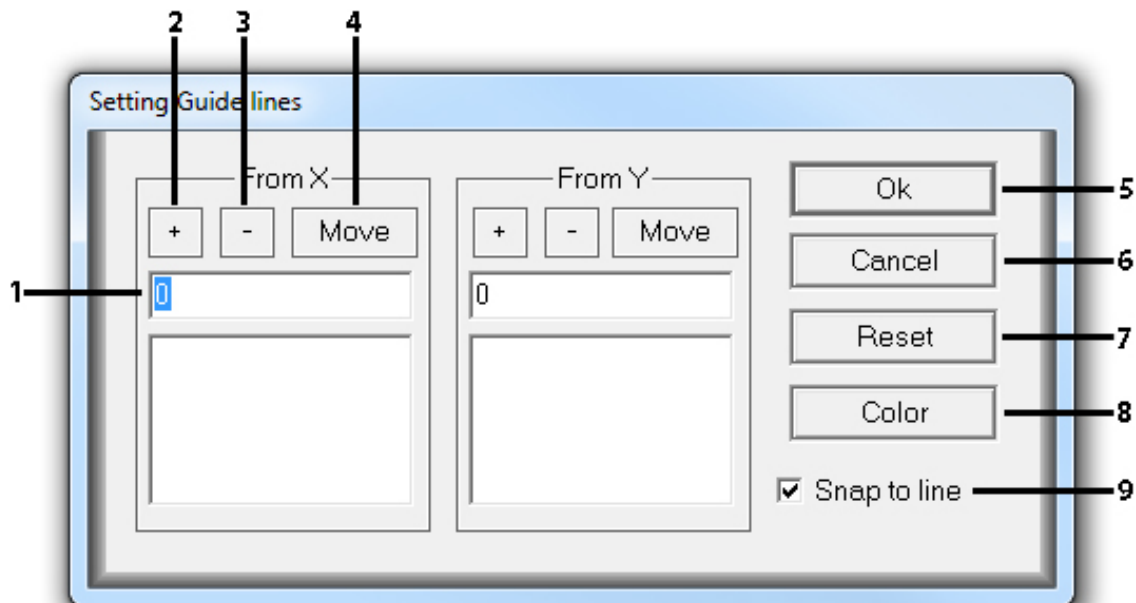
Move Circle Center: This tool can be found under the Oval Advanced Tools. Move your circle’s center to any point. Change the X value to move your circle horizontally. Change the Y value to move your circle vertically.

Line Guides

Line guides are lines that you can create on your page to help you line up elements along a straight vertical or horizontal line. These lines do not cut out, they are only guides to help you line up your elements.

Setting Guide Lines

To create a line guide, right click on your page. A drop down menu should appear. About one third down the menu there will be a selection called “Line Guide”. When you select “Line Guides” a new window should appear.



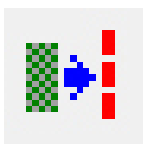
1. **Position:** Choose the position of your line along the X or Y axis. If you choose a position on the X axis, you will get a vertical guide line, if you choose a position on the Y axis you will get a horizontal line.
2. **Add:** Adds a guide line at the position you have chosen.
3. **Remove:** Removes any selected guideline.

Tip! To remove a guide line, you must select the line you wish to remove before opening the Setting Guide Lines window.

4. **Move:** Move a guide line to the position you have chosen.

Tip! You can move guide lines when the Setting Guide Lines window is closed by simply clicking and dragging them to the desired position.

5. **Ok:** Applies the line guides you have set and close the Setting Guide Lines window.
6. **Cancel:** Closes the Setting Guide Lines window without applying the line guides you have set.
7. **Reset:** Clears any line guides you have set.
8. **Color:** Select a new color for your line guide.
9. **Snap to Line:** When this feature is selected, elements that are moved close to the line guide will “snap” into place up against the line guide.



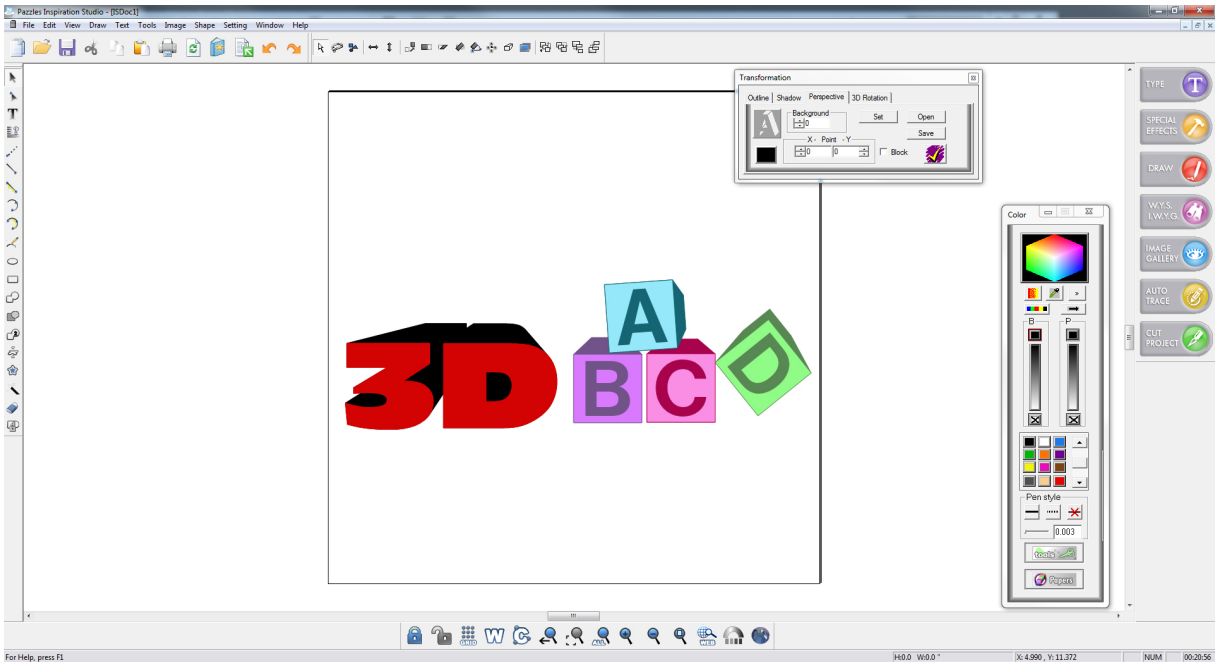
Object(s) to Line Guide: This feature can be found under the Justification Advanced Tool bar. This feature moves a selected object to line up against a selected line guide. To use this feature first select your element, then select the Objects to Line Guide feature. When you hover next to a guide line you will see an arrow either pointing to the left or right side of your guide line. Choose which side you would like your element to line up against and then click with your mouse. Your element should “snap” into place next to the guide line.

3-Dimensional Effects

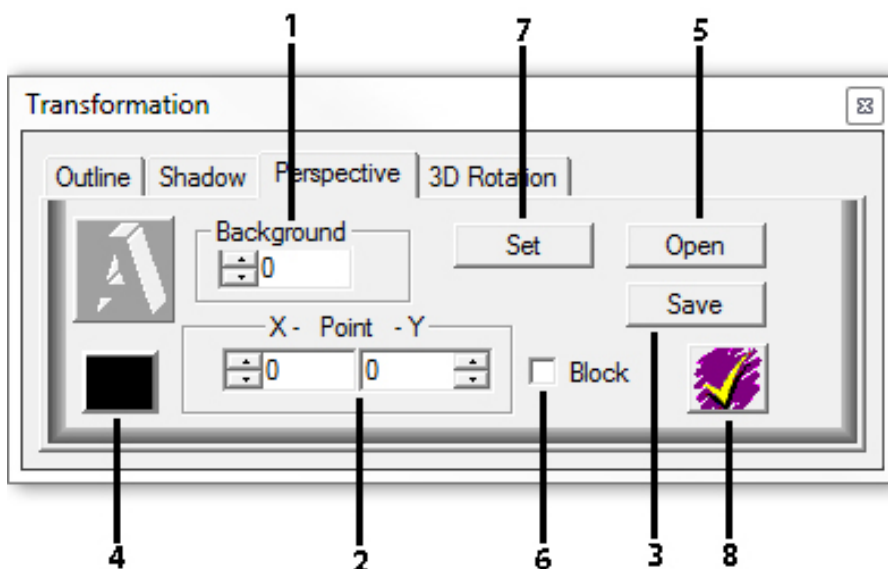
Adding a 3 dimensional effect to titles and objects can really make them pop off of a page. Of course, the design isn't truly 3-D (We aren't that good....yet.).



Perspective: This tool can be found under the Select Elements Advanced tools. This feature brings up a window so that you can add a 3-dimensional look to your text or design as illustrated in the example below.



The “shadow” will be automatically be created in black. Changing the color of your shadow or text/element to a different color will make it easy to view the 3 dimensional results. Having your text or element in a different color will also enable you to cut out both your text/element and the shadow effect separately. You can then re-piece them together to recreate the effect!

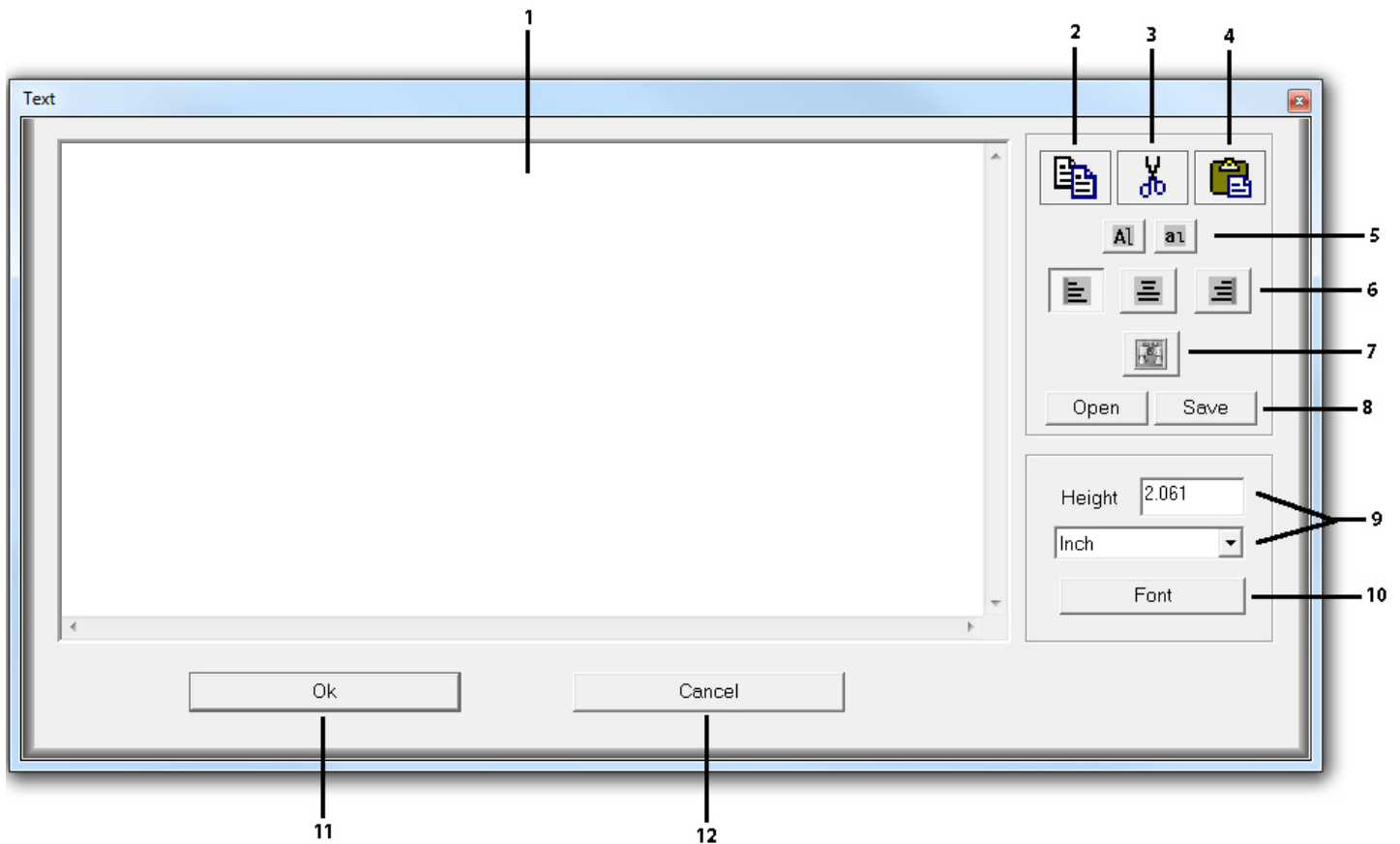


1. **Background:** changes the “thickness” of your dimensional object. This will also be dependant on the chosen Vanishing point.
2. **Vanishing Point:** the point where all the lines of the 3D “shadow” converge and disappear.
3. **Save:** Saves the current Background and Vanishing Point settings.
4. **Color:** Displays the color of the 3D “shadow”. You can change the color by clicking on the color box.
5. **Open:** Creates a cone like 3D effect.
6. **Block:** Creates a block like 3D effect.
7. **Set:** Shows a preview of the currently selected settings.
8. **Apply:** Applies the current settings.

Text Addition



Text Addition: (Ctrl+T) This tool can be found in the Text Advanced Tools. It brings up a window to add and edit text. This window is not necessary to insert text into your design, however it does if you are copying large portions of text in to your project you may prefer this window.



1. **Text Box:** Here you can type in the text you wish to insert into your design.
2. **Duplicate:** Make a duplicate of any highlighted text in the Text Box.
3. **Cut:** Cut any highlighted text in the Text Box.
4. **Paste:** Paste the most recently duplicated or cut text into the Text Box.
5. **Capital and Lower Case:** Change any highlighted text to all capital or all lower case characters.
6. **Text Alignment:** Align your text to the left, center, or right.
7. **Search:** Search for any word in the Text Box.
8. **Open and Save:** Open a saved text document (must be in .txt format) or Save the text currently in your Text Box.
9. **Height:** Precisely adjust the height of your text (height is measured by capital characters)
10. **Font:** Brings up the font window where you can change your font, style of font, font size, and font color.
11. **Ok:** Inserts any text in the Text Box into your design and closes the Text Addition window.
12. **Cancel:** Closes the Text Addition window without inserting the text into your design

Multiplying Elements

These multiplying tricks can be especially handy if you are making many copies of the same project.

Duplicate

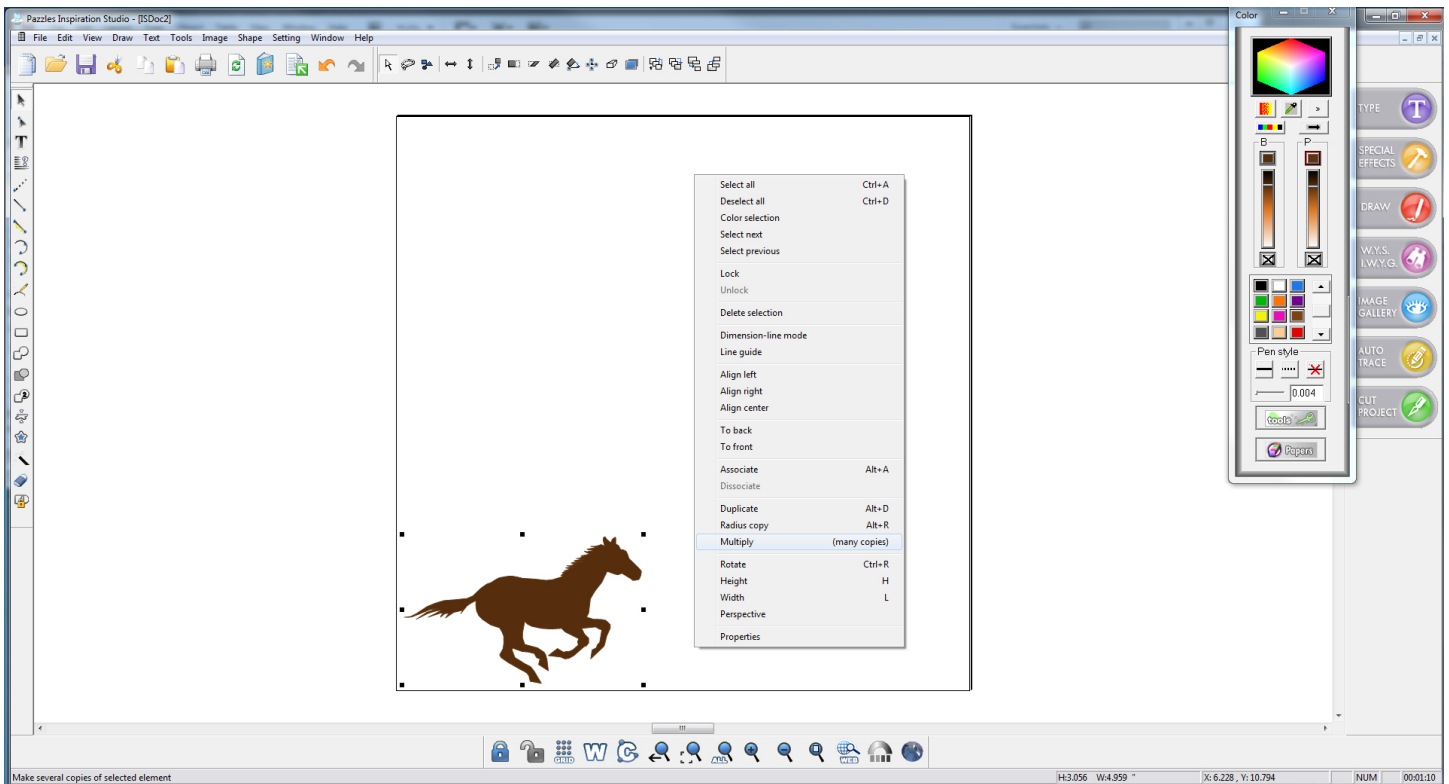
(Alt+D) Makes an exact copy of a design or element on your page. To do this, first select your element or design using the Select Elements Tool . If you are selecting a design with multiple elements, make sure you select all of the element. Then right click on your screen and select “Duplicate” from the drop down menu that appears. A duplicate of your design or element will be created directly on top of the original.

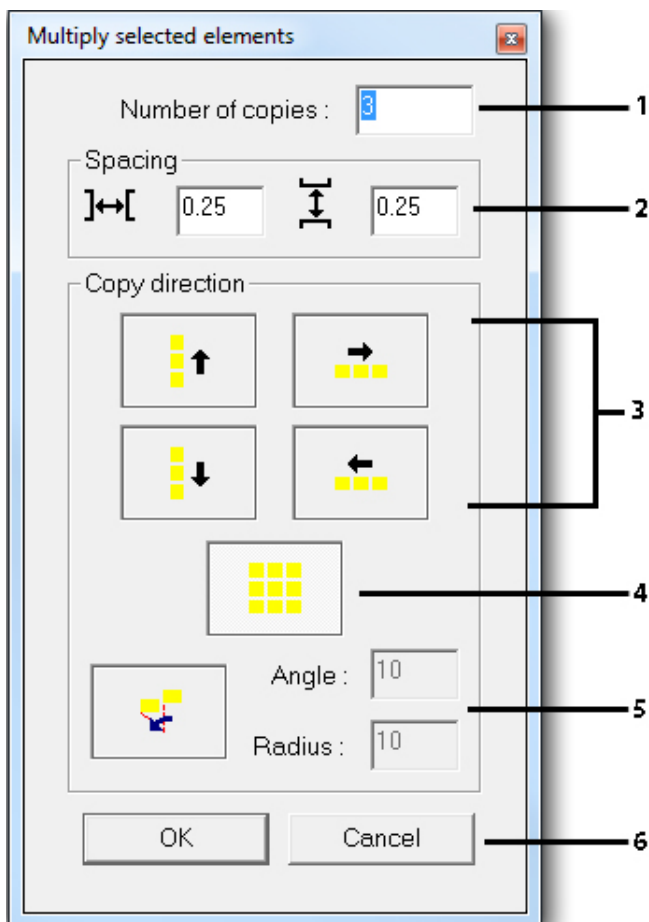
To separate the copy from the original, click and drag in the center of your design to move the copy away from the original.

Multiply

If you want to make a lot of cut outs of the same design this feature will help you quickly multiply your design to fill up your page

To use this function, select your element using the Select Elements tool. Then, right click with your mouse and select “Multiply” from the drop down menu that appears



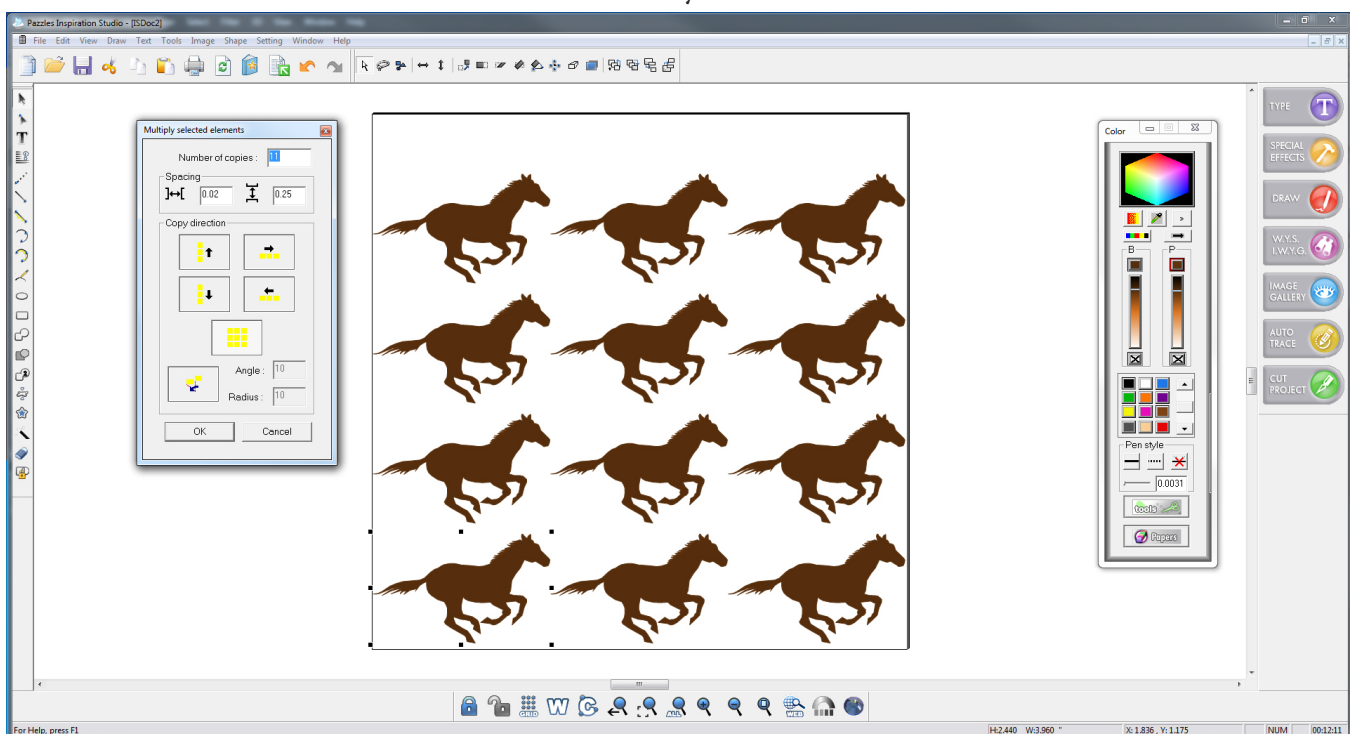


1. **Number of Copies:** Select how many total copies you want to create. Remember that this number does not include your original! For example, if you pick 3 copies you will get 3 copies plus your original for a total of 4.
2. **Spacing:** Select how much vertical and/or horizontal space you would like between each copy. Values are in inches. Generally you will want a smaller number here such as 0.25.
3. **Copy Direction:** Select which directions the copies will be in.
4. **Fill Page:** Makes copies both vertically and horizontally.

Tip! You must have your selected element in the bottom left corner of your page for the Fill Page feature to work properly.

Tip! If you have selected an amount of copies that cannot fit on your page, the copies may extend off the page. You will either need to select all of your elements and resize them to fit, or delete the elements that do not fit.

5. **Angle:** Copies the selected element along an arc or circle. "Arc" will change the distance between each copy (similar to spacing). Values are in degrees, smaller numbers like 10 will probably cause your copies to overlap while larger numbers like 100 will keep copies from overlapping. "Radius" will increase the total size of your arc or circle.
6. **Ok/Cancel:** Ok closes the window and applies your selections. Cancel closes the window without applying your selections.

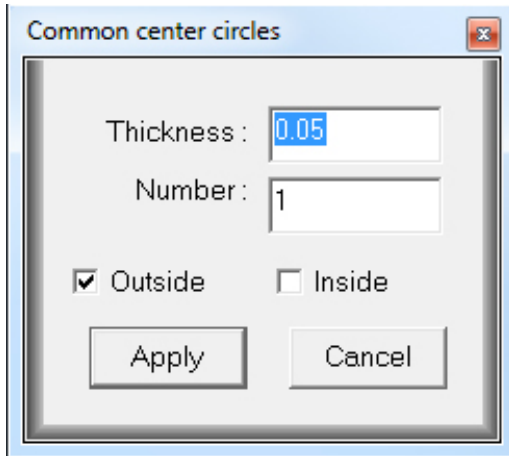


Multiply Circles



Multiply Circles: This tool can be found under the Oval Advanced tools. It Create multiple circles inside or outside of any selected circle. To use this feature you must select a perfect circle.

Use Convert to Circle to change any element to a perfect circle.



Thickness: Choose the difference in diameter between circles. Generally you will want to choose a small number like 0.25”

Number: The amount of circles you wish to create.

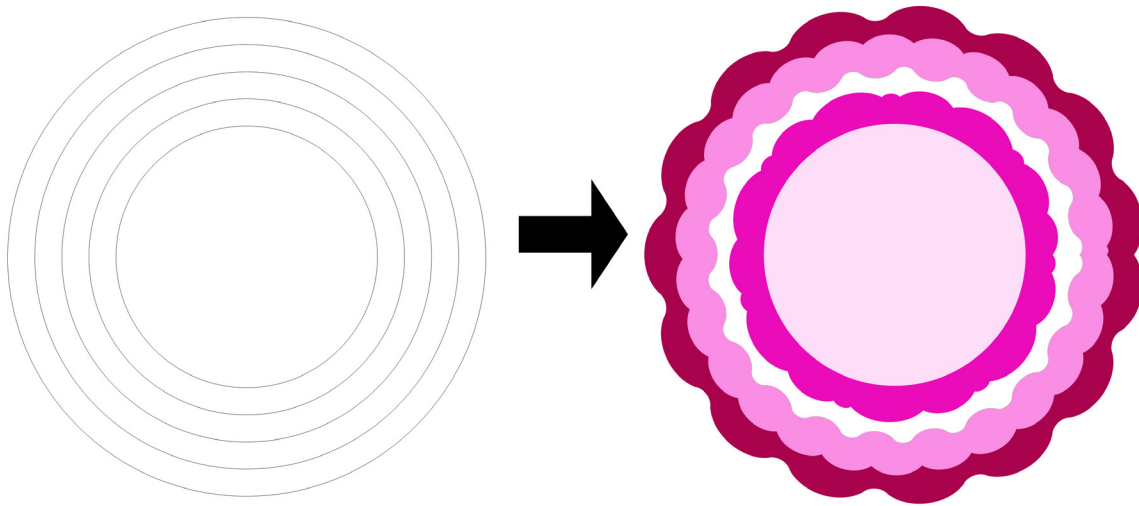
Outside/Inside: Choose whether you would like the new circles to be outside or inside the current circle.

Apply: Apply your selections.

Cancel: Close the window without applying your selections.



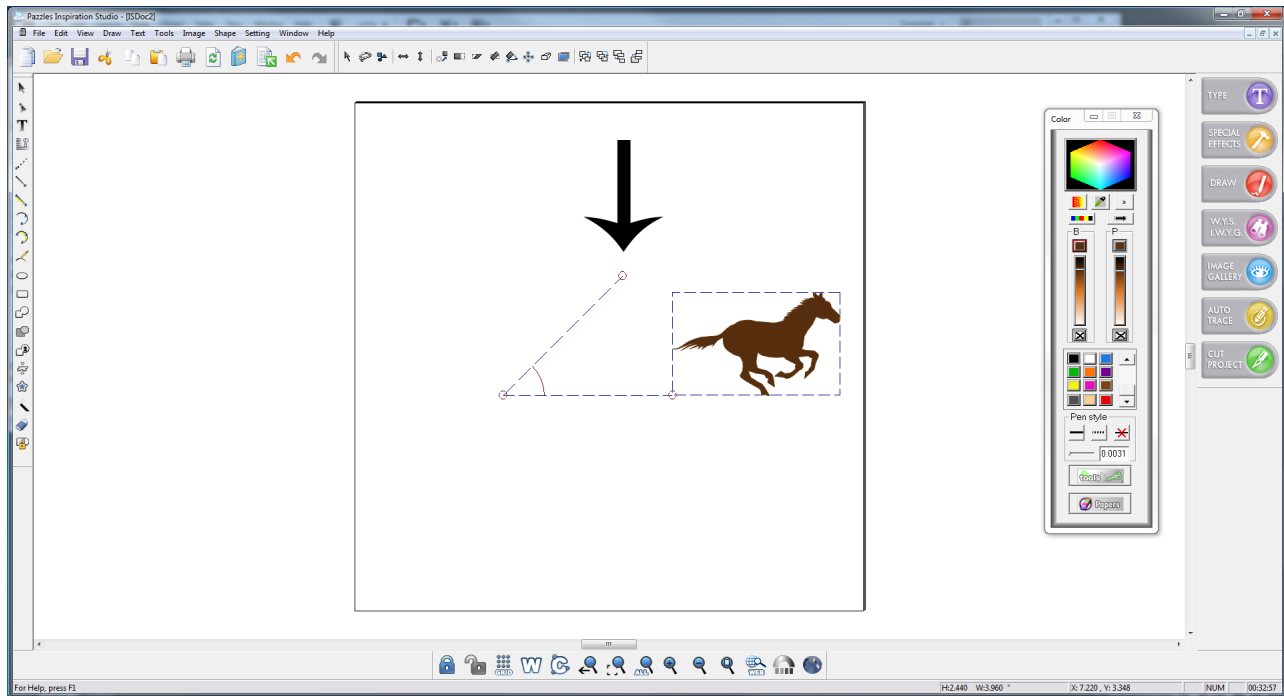
Use Multiply Circles and then apply fancy scissor lines to create beautiful nested frames!



Radius Copy

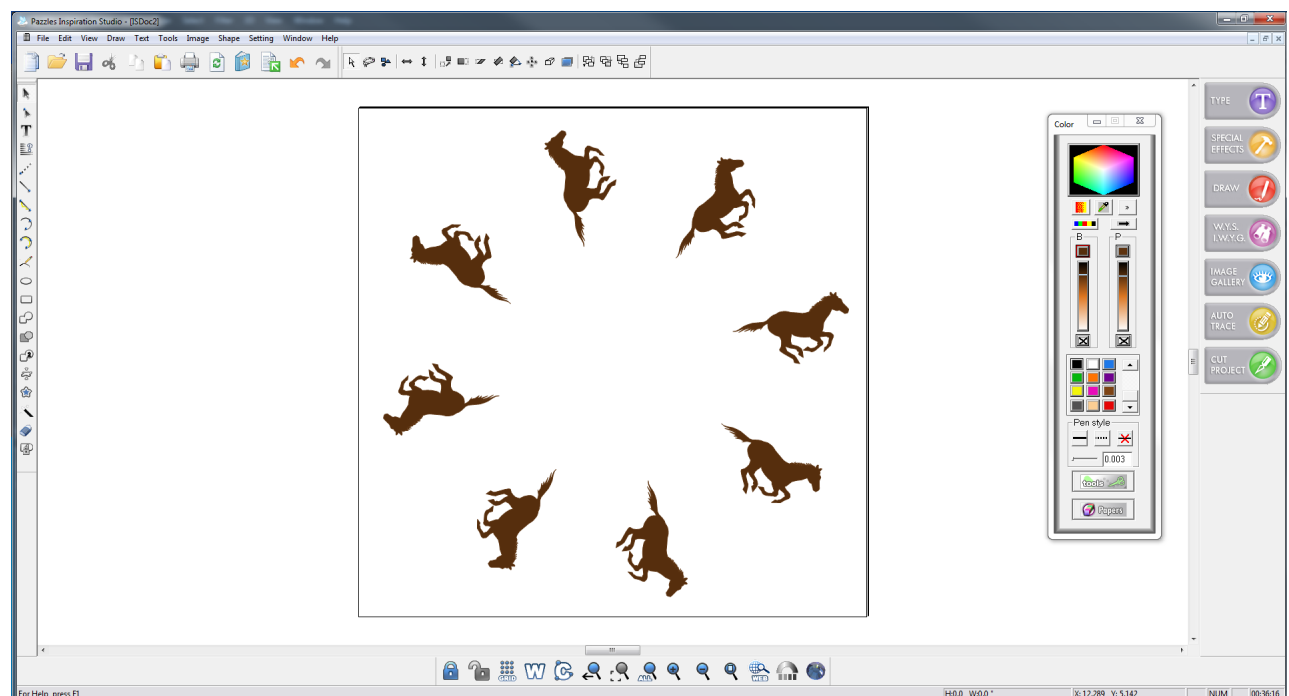
Radius copy can be used to create copies in a circle rather than side by side. To use this feature, select your element(s) with the Select Elements tool and then right click on your screen. From the drop down menu that appears, select “Radius Copy”.

You will see a dashed square surrounding your selected element(s) and a dashed V representing the angle at which your copy will be created. In other words, your copy will be created where the top tip of the V is pointing. You can adjust this angle by clicking and dragging on the circle at the end of this tip. The arrow in the picture below points to the circle you will need to click and drag.



Clicking and dragging the circle located where the two lines of the V meet will change the diameter of you copy.

When you have selected the angle you want, press “Enter” on your keyboard to create your copy. You can continue to press “Enter” to make more copies at the same angle, eventually you will be able to see your copies creating a circle.



View	Draw	Text	Tools	Image	Shap
Toolbars					
<input checked="" type="checkbox"/>	Color palette		ON/OFF		
<input checked="" type="checkbox"/>	Message bar		ON/OFF		
	Rules		ON/OFF		
<input checked="" type="checkbox"/>	Height and Length		ON/OFF		
<input checked="" type="checkbox"/>	Timer		ON/OFF		
<input checked="" type="checkbox"/>	Coordinates		ON/OFF		
<input checked="" type="checkbox"/>	Page		ON/OFF		
	Show path direction		ON/OFF		
	Construction points		ON/OFF		
	Grid		ON/OFF		
	Show printer page		ON/OFF		
	Wire frame		ON/OFF		
	Remove line guide				
<input checked="" type="checkbox"/>	View Project notes		ON/OFF		

View

The “View” menu in the top left side of your screen has several settings to change the appearance of your screen. As you become more familiar with the Inspiration Studio, you may wish to change these settings to suit your own taste.

Toolbars: You can set any of the advanced tool bars to remain permanently on your screen rather than only appear when you select the corresponding tool from the Tools Bar.

Color Palette: Turn off to remove the color palette window from your screen.

Message Bar: Turn off to remove the message bar that appears at the bottom of your screen.

Rules: Turn off to remove the rulers that surround your screen.

Height and Length: Turn off to close the height and length window that appears on the right side of the message bar. The Height and Length tells you the exact height and length of any selected element.

Timer: Turn off to close the timer that appears on the right side of the message bar. The timer tells you how long you

have had the current page open in the Inspiration Studio™.

Coordinates: Turn off to close the coordinates that appear in the right side of the message bar. The coordinates tell you the precise X and Y coordinates of your mouse cursor.

Page: Turn off to remove the black square outline that represents your page. We do not advise you to turn off this feature.

Show Path Direction: Turn on to view what direction any pen line will cut. The direction will be shown by small arrows along the pen line.

Construction Points: Turn on to always be able to view all of the construction points in your design.

Grid: Turn on to bring up small dots on your page that represent increments of measurement such as an inch. When you select this feature, a window will appear asking you what increments you would like the grid to be in.

Show Printer Page: Turn on to view an outline indicating what part of your design will print out on your printer (this does not affect or indicate how your design will cut)

Wire Frame: Turn on to remove the fill from your designs so that you will only see the pen line.

Remove line guide: Removes all line guides from your page.

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