<div align="center">

How to use Sharon Perry

Letters, Numbers & Words

</div>

All of these letters, numbers, words, etc have been drawn on the same base grid. This means that they fit well together – you do not have to fiddle with any of them to make them 'work' or 'look good'.

NB These instructions have been written with the Statler in mind – but other systems use the same principles.
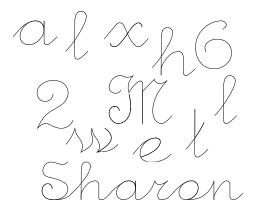
There are 4 stages involved in setting up **before** sewing out and it is important that it done in this order. Once you get the hang of it, it becomes second nature!

1. Register all the components on the project screen
2. Form groups as required
3. Adjust size – in relation to height
4. Adjust width.

1. **Register components on to the project screen**

   DO NOT ALTER SIZE UNTIL A LATER STAGE!!

- Register <u>all</u> required letters, numbers, punctuation, words, etc onto the project screen (without altering any sizes).

- If you are using two or more of the same item, register it as many times as it will be required.

- Even if some of the lettering will be in an area which cannot be quilted without winding up/down the quilt – register it <u>all</u> now.

2. **Form Groups**

- Move all the items together as required – into words, dates, etc.
  Where applicable, snap them together so they will run continuously.

- Ensure all the little sub items are individual 'Groups' – even if they are not stitching continuously within that group.

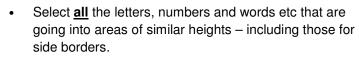- Select   Sharon,a,e,l,l,M,w,x2,6,h,t   and   group   into 'Sharon','Maxwell', '26' and 'th'.

3. **Adjusting Size – in relation to height**

a. <u>Adjusting relative heights:</u>

- Is everything going to be the same height – or are some things not as high as others?
  e.g I prefer to have '26th' rather than '26th'. This is the time that the 'th' should be changed to the size and position required. Resize <u>just the 'th'</u> using the corner 'pulls' so that the aspect ratio is maintained.
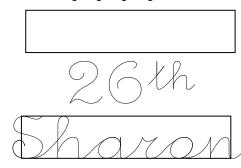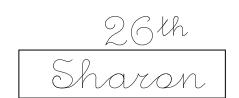
- Place the components correctly – relative to each other. I have the 'th' as a superscript, rather than on the line.

- Once completed, make this into a new 'group'.

- Do the same to anything else like this.

b.   Adjusting for height in specific areas:

- On the project screen, register the boundaries of an area the lettering is going to go into.

  Sometimes you will want to put lettering into a top and a bottom (even side) border of a quilt – but can only sew out one area at a time. Register only the boundary that can be sewn at this stage.

- Select **all** the letters, numbers and words etc that are going into areas of similar heights – including those for side borders.

- Move them so that at least one of the groups is 'in' the boundary area

- While **all** are still selected, adjust the size so that one group will fit within the height of the specific area.   Again – resize using the corner 'pulls' so that the aspect ratio is maintained. This will mean that **all** the groups will be resized to the same relative sizes.

- *Take particular note of the letters or words with tops and tails.*

4. Adjust the Width

By now – you have the groups you want, and they are at the height you want.

At this point work only with those words which can be currently sewn.

- Space the words, etc across the area they are to be sewn in

- Stretch or compress their width to fit comfortably within that area.
  To keep uniformity, select them all, stretch (or compress) them all by the same amount.
  Then reposition each - if required - so that the gaps between each of them is what is desired.

- Check all is correct.

Caution! – if adjustments are still required to height – remember to select **all** the names, words etc and alter **all** at the same time.

Sew only the required selection (toggle others as 'sewn' and save for later sewing out).