GraffixPro Studio™
Administrator and Designer
User's Guide
Version 2.0

© Copyright 2013 Pulse Microsystems Ltd. All rights reserved.

Information in this document is subject to change without notice.

The software described in this document is furnished under a license agreement and/or nondisclosure agreement. The software may be used or copied only in accordance with the terms of those agreements. No part of this publication and the software may be copied, photocopied, reproduced, translated, or reduced to any electronic medium or machine-readable form without the manufacturer's written permission.

Intel® and Pentium® are registered trademarks of Intel Corporation in the United States and other countries. Windows® is a registered trademark of Microsoft Corporation in the United States and other countries.

All other product names are copyrighted and registered trademarks or trademarks of their respective holders. All computer and software names identified by TM or tm are trademarks of their respective manufacturers.

Rev 2013-3 (2/2013)

Table of Contents

Installing and Activating GraffixPro Studio™ Software .. 3

GraffixPro Studio™ software – Components 4
System Requirements 4
Installation 5
Installing the Administrator 6
Installing the Library 9
Installing GraffixPro Studio design software 10
Activating GraffixPro Studio™ Software 12
Upgrading 13
Deactivating GraffixPro Studio 14

Working with the GraffixPro Studio™ Administrator ... 15

The GraffixPro Studio™ Administrator 16
Opening the Administrator 16
Products Page 17
Adding a new Product 18
Configuring the new Product 19
Changing the Platen 22
Product Parameters Page 24
Adding a new product color 25
Creating a Custom Platen 26
Changing the margins in a Platen 26
Designs Page 28
Working with Existing Designs 29
Adding New Design Files to the Gallery 29
Design Categories Page 30
Uploading Multiple Designs 31
Import .eps Designs Page 32
To import .eps Designs 32
Importing Keywords 33
Fonts Page 34
Font Categories Page 36
Color Palette 36
System Parameters Page 38
Viewing the Video Guide 39

Working with the GraffixPro Studio™ Software..... 41

About the GraffixPro Studio™ Software Workspace 42
Design Window Overview 43
Tools and controls in the Design window.....44
Changing the color in the Platen Area.....45
Output Settings.....47
Settings Tab 47
Outputting a design for printing.....50
Preparing a Price Quote 51
Retrieving a design using the Bar Code.....56
Resizing, Rotating, and Moving Text and Graphics Manually.....57
Using the selection handles to manipulate the selected Object 57
Viewing the position, dimensions, and orientation of the selected Object 58
Products Tab 59
Adding and Editing Images 60
Adding Images.....60
Searching the Design Gallery.....63
Image Effects 64
Masks 66
Distress.....66
Using the Color Replace Tool.....67
Converting to True Black 71
Converting Images to Grayscale 71
Properties Area – Text 72
Text – Font.....73
Text – Selecting the Color.....73
Text Effects.....79
Applying a Stroke (outline) to text 80
Applying a Drop Shadow to text.....80
Applying an Envelope to text.....80
Applying Masks to text 81
Applying Distress to text.....81
Saving Design Files.....82
Saving as an Image 82
Saving as a Custom Template 82

Index..... 85

Installing and Activating GraffixPro Studio™ Software

The GraffixPro Studio™ T-shirt Design Software is comprised of a set of linked applications: the Administrator, the Library, and the design software. This document details the steps for installing these three components, and then activating (“validating”) the software package.

Topics covered in this section:

- Systems requirements for GraffixPro Studio™ software
- Installing the Administrator, Library, and design software components of the GraffixPro Studio™ software
- Activating the software[1]

1 Requires an internet connection for activation and to access certain images.

GraffixPro Studio™ software – Components

The GraffixPro Studio™ software installation consists of three parts, the GraffixPro Studio™ Administrator, GraffixPro Studio™ Library, and the GraffixPro Studio™ design software.

The GraffixPro Studio™ Administrator is a browser-based application which is used to manage all the products, designs, and fonts on GraffixPro Studio; the GraffixPro Studio™ Library is a database of designs and fonts; and the GraffixPro Studio™ design software is for actually creating and outputting designs.

For instructions relating specifically to using the design software, please refer to “Working with the GraffixPro Studio™ software.”

System Requirements

The following are the requirements for installing the GraffixPro Studio™ Administrator and GraffixPro Studio™ Library.

- Genuine Intel® Pentium®[1] V, dual-core computer (or better).
- Operating systems - either:
  Windows® 8[2] (32 or 64 bit) OR
  Windows ® 7 (32 or 64 bit) with Service Pack 1 OR
  XP Pro (32-bit) with Service Pack 3 and IIS
- Microsoft .NET Framework 3.5 & Microsoft .NET Framework 4.0
- MySQL™ Server 5.5
- MySQL™ Connector ODBC (x86)
- MySQL™ Connector NET 6.4.4 (x86)
- 2 GB of RAM
- 50 GB free disk space

1 Intel® and Pentium® are registered trademarks of Intel Corporation in the United States and other countries.
2 Windows® is a registered trademark of Microsoft Corporation in the United States and other countries.

Installation

The Administrator, the Library, and the design software may all be installed from the same application, the GraffixPro Studio™ software Installer. The following files are required for a complete installation:

- GraffixProStudioInstaller
- GraffixProStudio Administrator Setup
- GraffixProStudio Library Setup
- GraffixProStudio Setup
- The IIS Setup Prerequisites folder

Insert the GraffixPro Studio™ Installation CD to begin installing the GraffixPro Studio™ Software Package.

Important note for Designers running Windows® XP Pro (32-bit)[1]

For PCs with Windows® XP Pro (32-bit), there is one additional action that **must** be completed before installing the GraffixPro Studio™ software. For this system, the Internet Information Services (IIS) Windows component must be turned on manually before installation.

To install IIS on Windows XP Pro (32-bit):

1) Go to Start—Control Panel—Add or Remove Programs.
You see the Add or Remove Programs window.

2) From the sidebar, select Add/Remove Windows components.
You see the Windows Components Wizard window.

3) Check the **Internet Information Services (IIS)** check box, and click Next.
The Windows components window will install the component.

4) Click Close.

1 Windows® is a registered trademark of Microsoft Corporation in the United States and other countries.

Installing the Administrator

To Install the Administrator:

1) If the Installer does not launch automatically, browse to "GraffixProStudioInstaller.exe" and double-click it.
You see the Installer dialog.

2) Click the "Install GraffixPro Studio™ Administrator" button.
You see the InstallShield Wizard "prerequisites" window.

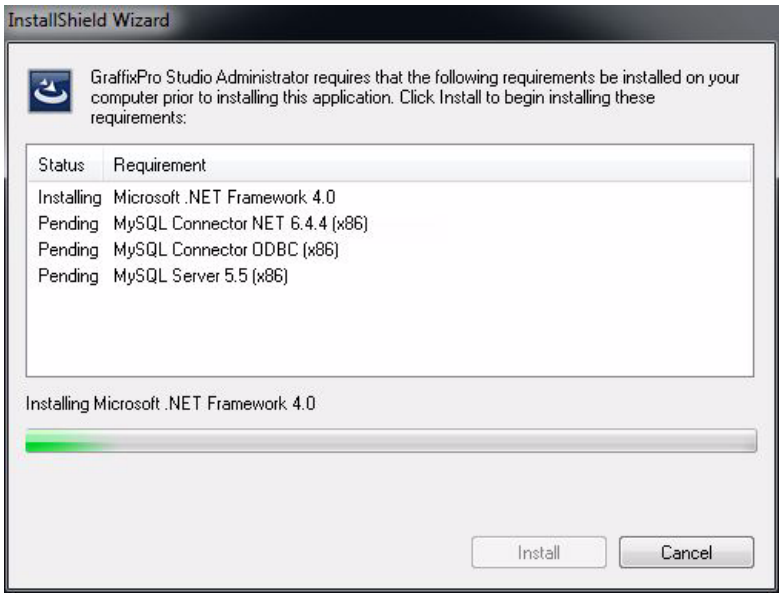
3) Before the Administrator installation can begin, the Installer must check for the following prerequisites, to see if they need to be installed on your computer. If one or more of them is not installed, it will install whatever is needed.

- Microsoft® .NET Framework 3.5[1]
- Microsoft® .NET Framework 4.0
- MySQL™ Server 5.5
- MySQL™ Connector ODBC (x86)
- MySQL™ Connector NET6.4.4 (x86)

---

1 Microsoft® is a registered trademark of Microsoft Corporation in the United States and other countries. All other product names are registered trademarks and/or trademarks of their respective companies.

4) Click Install; wait a few moments while the prerequisites are installed.



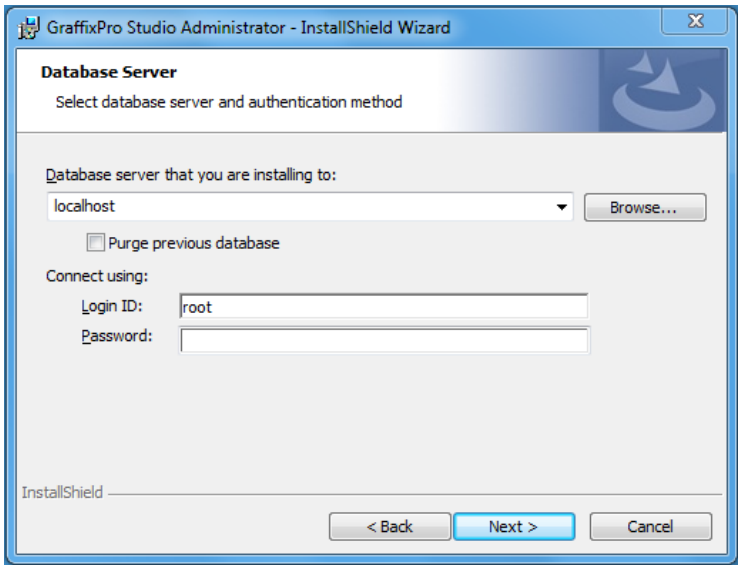
When the prerequisites have finished installing, a new Installshield Wizard installer screen will open.

On some computers, these prerequisites will already be installed; in this case, the preceding steps will be omitted.

5) Click Next.
You see the License agreement page.

6) Check "I accept the terms in the licence agreement," and click Next.
You see the Customer information page.

7) Enter your name, and the organization name, into the Customer Information fields. Click Next.
You see the Database Server page.



If you check "Purge previous database" the installation process will clear the database of all changes you have made previously in the GraffixPro Administrator - including any designs, fonts, products, prices, etc, that you have added or set. The database will be reset with the default settings that come with the fresh install.

Therefore, it is advised that you do not check this box, unless you are very sure that there is nothing in the existing database that you want to keep.

8) From the “Database server that you are installing to” list, choose **localhost**.

9) In the “Connect using” field, leave “root” as the Login ID; the “Password” field should be left blank.

The Login ID and Password are used to connect to the MySQL database. By default, the password is left blank when this database is installed. If you ever choose to change your MySQL database password, then you must enter that password here when running an update that is installed in the future. Otherwise, the install will fail, since the password will not match the password used to connect to the MySQL database.

10) Click Next.

You see the IIS (Internet Information Services) installation page. The Installer will check that the correct version of IIS is installed; if it is not, the Installer will install it now.

The above step will not occur when installing on computers running Windows® XP Pro (32-bit). For this operating system, the IIS must be installed manually – see "Important note for Designers running Windows® XP Pro (32-bit)," above.

11) Click Next.

While the IIS installation is proceeding, you will see a "spinning" cursor. Do NOT click any button during this time.
When the IIS installation is done, the GraffixPro Studio™ Administrator installation will proceed automatically; you will see the InstallShield "Ready to install" window.

12) Click Install to begin the installation of the Administrator..

When the installation of the Administrator has been completed, you will see a new dialog. On this dialog, you can check the "Launch GraffixPro Studio Administrator" box; if checked, the Activation dialog will open when you click Finished. You can now fill in the appropriate information, including your activation serial number, that is required to activate the software. Then, the Administrator will open in your browser.
Alternatively, if you wish to activate later, close this dialog and proceed with the next steps in the installation. You will be able to open the Activation Dialog at a later time by Selecting All Programs—GraffixPro Studio—GraffixPro Studio Activator.

When the installation of the Administrator is complete, you may install the Library and the design software. Return to the GraffixPro Studio™ Installer to install these components. ***Note that the order is crucial – the Administrator must be installed before the Library.***

Installing the Library

The GraffixPro Studio™ Library is an application that works in the background. It functions as the repository for the designs and fonts that appear in the GraffixPro Studio™ software.

To Install the Library:

1) Open the GraffixPro Installer, and click the "Install GraffixPro Studio™ Library" button.
Wait a few moments while the necessary files are extracted.
You see a new Installshield wizard window.

2) Click Next to begin the installation.
You see the License Agreement window.

3) Check “I accept the terms in the license agreement,” and click Next.

4) Enter your name and organization information, and click Next.
You see the “Setup Type” window.

5) Select the “Complete” setup type, and click Next.
You see the Ready to Install the Program window.

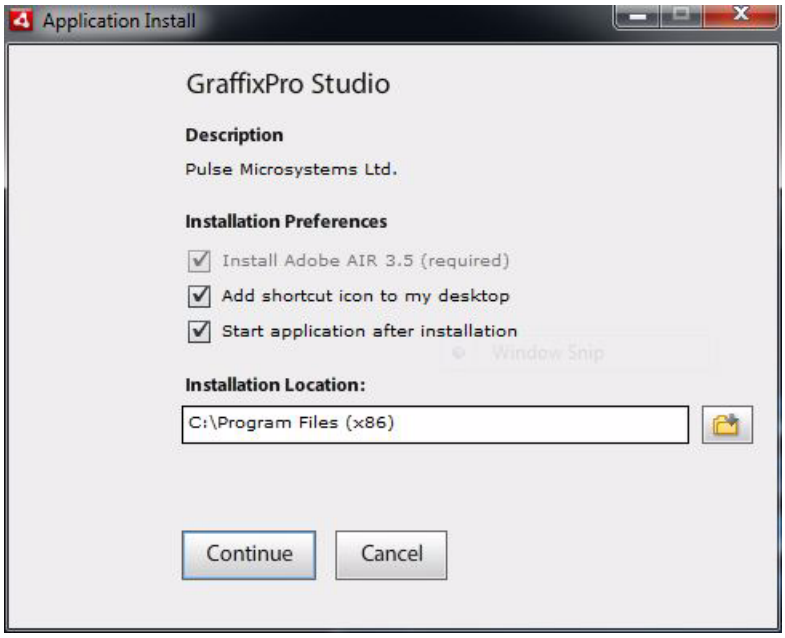
6) Click “Install.”
Wait while the files are installed; when the installation is complete, you will see a new Installshield window.

7) Click Finish.
The Installshield wizard will close, and you will now have access to the files in the Library through the GraffixPro Studio™ Administrator.

Installing GraffixPro Studio design software

1) Open the GraffixPro Installer, and click the “Install GraffixPro Studio” button.

2) You see the “Installing GraffixPro Studio” window, which shows the progress of the installation; please wait while the files are installed.
You see an “Application Install” screen.



3) The install screen displays the following settings:

- Install Adobe AIR 3.5; this step is required.
- Add desktop shortcut (checked on by default).
- Start application after installing (checked on by default).
- Installation location (defaults to C:\Program Files (x86)). To browse to a different location, click the folder icon.

4) After making changes (if required) to the default settings, click Continue.
You see Adobe AIR License Agreement window.

5) Click "I agree."
The Adobe AIR 3.5 component will be installed. When this installation is complete, GraffixPro Studio™ will open.

Activating GraffixPro Studio™ Software

The software needs to be activated in order to be used. To do this, you will need an Activation code. Please call 1-800-432-3532, Monday through Friday between the hours of 8 am and 5:00 pm CT, to get your activation code.
For technical support, go to www.graffixprostudio.com, or call 1-888-763-9857.

The following procedure outlines the activation process.

A working internet connection is required for automatic activation, and to access certain images.
If no internet connection is available, the software can be activated manually, by contacting technical support, at the above number.

To obtain an activation:

1) Contact us by calling 1-800-432-3532 (toll-free), between the hours of 8:00 am and 5:00 pm CT, Monday to Friday.

2) Do one of the following

- Open the GraffixPro Studio™ Administrator.
- Choose Start–All Programs–GraffixPro Studio–GraffixPro Studio Activator.

You see the Activation screen.

You can also go through the Activation immediately after completing the Administrator installation, when prompted to do so.

3) Fill in the required activation information in the appropriate fields.

Fields marked with an asterisk (*) are required - your software will not be activated otherwise.
For information about our policy concerning the personal data entered on this sheet, please click the “Privacy Policy” link on this screen.

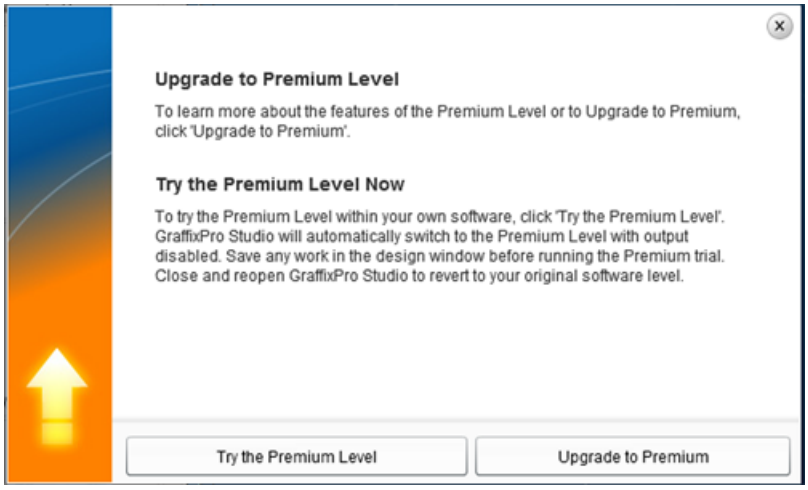
4) Type your individual activation serial number into the Activation Serial Number field.

5) Click the Activate Now button on the dialog.
The GraffixPro Studio™ software will open.

Upgrading

There are two levels of functionality for the GraffixPro Studio™ software. Depending on what you purchase, you will see the appropriate tools for your level when you use the GraffixPro Studio™ design software component. If you have a standard version of the GraffixPro Studio™ software installed already, and then get an upgrade to Premium (additional purchase required), you will have to update the activation to see the additional tools.

There is an option to see the Premium features and try them out temporarily before buying it. To do this, click the Try & Buy button on the toolbar. This opens the following dialog:



On this dialog, you will be presented with two options – "Try the Premium Level" and "Upgrade to Premium."

- If you click "Try the Premium Level" the GraffixPro Studio™ software will enable all the Premium features, but with the output tools (Save and Print) disabled.
  To return to the fully-enabled version, simply close the program and re-start it.

- If you click “Upgrade to Premium,” a link to the web site will open in your default browser. You will be able to purchase the full upgrade to Premium level on this web site.

When you do upgrade to Premium, you will need to update the version of GraffixPro Studio™ installed on your computer. To update your activation do the following: Select Start—All Programs—GraffixPro Studio—GraffixPro Studio Activator. In the Activation dialog click the “Update Options” button, and then “Close.”

Deactivating GraffixPro Studio

Once GraffixPro Studio has been activated, it is possible to deactivate the software by re-opening the activation dialog. Deactivation effectively ‘frees up’ the Activation Serial Number so that it can be used again; for example, if you want to transfer GraffixPro Studio to a different computer and reactivate it on there.

You must be connected to the internet to deactivate the software.

To deactivate GraffixPro Studio:

1) Select Start–All Programs–GraffixPro Studio–GraffixPro Studio Activator.
The Activator dialog will open, displaying the user’s personal information and the Activation Serial Number.

2 Click the Deactivate button.
You see a warning dialog.

3 Click Yes to confirm that you want to deactivate.

4 A message appears confirming that the software has been deactivated.

5 Click OK to dismiss the message, and then click Close in the Activation dialog.
The copy of GraffixPro Studio on this computer will now be deactivated, and is no longer available for use. You can now re-use the Activation Serial number on a different computer.

Working with the GraffixPro Studio™ Administrator

The GraffixPro Studio™ Administrator is used to set the environment of the GraffixPro Studio™ design software. This section details how the Administrator is used to manage the designs, products, and fonts that appear on the GraffixPro Studio™ design software that is connected to it.

Topics covered in this section:

- Modifying Product Settings, Design Settings, and Font Settings
- Adding new designs to the Design Gallery - either singly or in batches
- Adding a new font
- Changing the list of colors available in the color palette
- Changing System parameters
- Viewing the GraffixPro Studio™ software web site.

The GraffixPro Studio™ Administrator

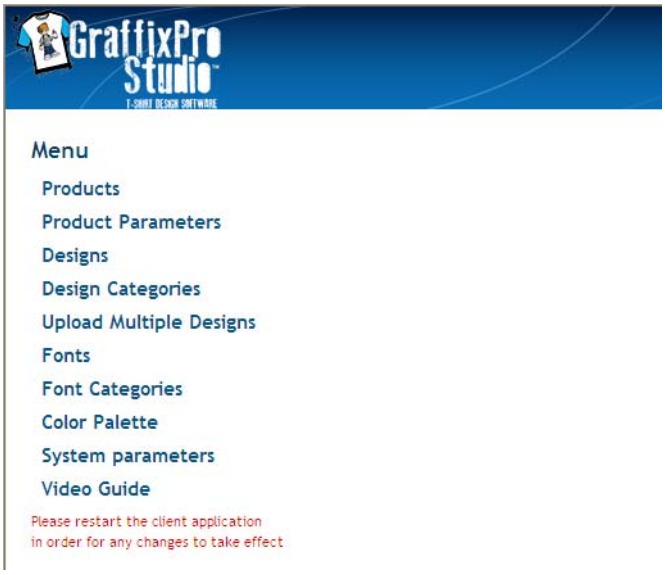
GraffixPro Studio™ software consists of two parts, the GraffixPro Studio™ Administrator, and the GraffixPro Studio™ design software. The Administrator is a browser-based application, which is used to manage all the products, designs, and fonts on GraffixPro Studio™.

For example, you can use it to determine which products the customer will see, and the colors and sizes that are available for purchase. You can also use the Administrator to add or remove designs from the Gallery, and change the available fonts.

For instructions relating specifically to creating new designs in the GraffixPro Studio™ software, please refer to the next chapter.

Opening the Administrator

To make changes to the database, you need to run the GraffixPro™ Administrator. Double-click the Administrator icon on the desktop to open this page on your default browser, containing a list of menus.



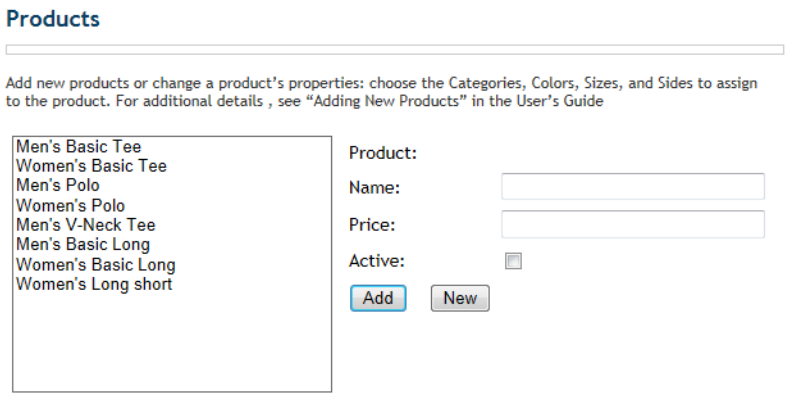
Selecting each of these menu items will take you to a new page, on which you can modify properties of the selected category, add new designs, change the colors on the color palette, and so on.

The functions of each of the pages in this list will be outlined in the sections that follow.

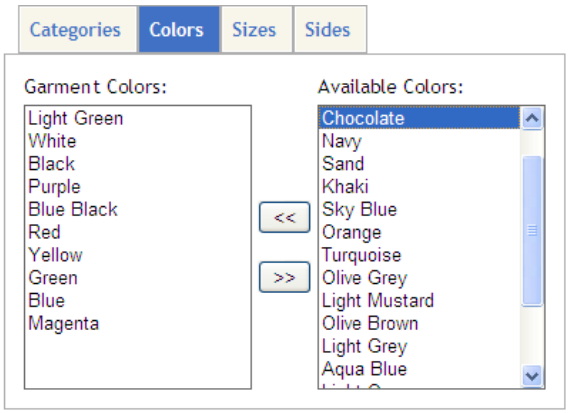
Note that, in general, you will have to restart the GraffixPro Studio™ design software in order to see the changes that have been made in the Administrator.

Products Page

The Products page lists the current product categories and allows you to add/remove them.



For any product, once selected, you can change the price, name, and the category it is placed in. Select the product to change its attributes; when selected, a new set of tabs opens on the page – Categories, Color, Sizes, and Sides.



Click on each tab to display and change each attribute of the product selected. You can then use these pages to determine which of the categories, colors, sizes, or sides will be displayed for the selected product.

For example, to add a color to the list of colors available for the selected product, select a color from the Available colors column (on the right) and click the double-arrow button to move it to the Product colors column on the left.

When the Administrator is installed, a list of standard colors will be included. However, you are not limited to these colors - you can add entirely new colors to the list, on the “Product Parameters” page.
See, “Adding a new product color.”

Colors may be removed from the Products in a similar manner as well.

Adding a new Product

You can add new products to display on GraffixPro Studio. These can be added to the database using the Products page.

To add a new product to the list:

1) Click the New button.
All the fields will be cleared.

2) Fill in the following:

- A name for the new product.
- The unit price for the new product.

3) Check the Active check box to have the new product available in the GraffixPro Studio™ design software (if left unchecked, the new Product will be saved in the Administrator, but will not appear in the design software).

4) Click Add.

5) Restart; the product will now be available.

Note, however, that any new product will need to have at least one "Side" image (supplied by the user), in order to be viewed in the design software. The images for the sides may be uploaded in the Product page.

To do this, select your new product, select the Sides tab, and then highlight the Assigned side. In the Icon area, click the browse button to browse to an image of the product you are adding. Click Submit

Configuring the new Product

Once the new product has been created, it needs to be configured before it can be used by the GraffixPro Studio™ design software. In order for products to be usable, you must assign each one the following attributes: a Category (or Categories), Colors, Sizes, and Sides.

As well, each combination side and color must be configured (see below). This is also done on the products page - when you select a side, you will see a new area open at that lower right of the Product page, showing fields for filling in the attributes of the side that is selected.

Assigning Categories

This attribute determines in which product categories the product will appear on GraffixPro Studio™ design software.

To assign categories for a new product:

1) On the Products page, select the new product.
A new set of tabs will appear in the Products page.

2) In the tabs that appear, select Categories.

3) From the System Categories column, select the categories you want the product to appear in, and click the double-arrow to move them to the Assigned column.

4) Click Update.
Your changes will be saved.

Assigning colors

This attribute determines what range of garment colors (from the set of system colors that are available) will be available for the current product. For more information, see “Adding a Product Color.”

To assign colors for a new product:

1) On the Products page, select the new product.
A new set of tabs will appear in the Products page.

2) In the tabs that appear, select Colors.

3) From the System Colors column, select the colors you want the product to appear in, and click the double-arrow to move them to the Assigned column.

4) Click Update.
Your changes will be saved.

Assigning Sizes

When you create a new product, it will be available in all sizes by default – in other words, all sizes will be listed in the Assigned sizes column. However, you may choose to remove some sizes from the Assigned sizes list. That product will only appear in the Assigned sizes in the design software.

The list of possible sizes that you can choose from can be modified on the Products Parameters pages, under the Sizes tab.

To assign sizes for a new product:

1) On the Products page, select the new product.
A new set of tabs will appear in the Products page.

2) In the tabs that appear, select Sizes.

3) To limit the sizes available, select the sizes you do not want the product to be available in, and click the double-arrow to move them out of the Assigned sizes column.

4) Click Update.
Your changes will be saved.

Configuring the Product Sides

For any given product, you can have up to four possible sides that are available for printing. Which sides will be available for a given product is determined under the Sides tab of that product.

Also, each combination of a side and color must have its own Icon image assigned to it.

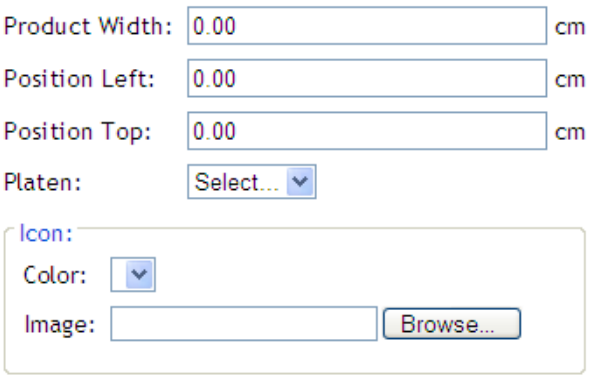
To assign the sides for a new product:

1) On the Products page, select the new product.
A new set of tabs will appear in the Products page.

2) In the tabs that appear, select Sides.

3) From the System Sides column, select the sides you want to make available for the product, and click the double-arrow to move them to the Assigned Sides column.

4) Select a side in the Assigned sides column, to configure its attributes:
You see a new set of fields pertaining to the selected Product side.



5) In the Sides area, do the following:

- Enter the width in the Product Width field.
- In the Position Left field, enter the horizontal position of the platen; this is the distance form the left edge of the garment to the left side of the platen.

- In the Position Top field, enter the vertical position of the platen; this is the distance form the top of the garment to the top side of the platen.
- In the Platen list, select a platen from the drop-down list.

  For more details on selecting or changing the platen, see the section that follows, "Changing the Platen."
- In the icon area, do the following:
  - Select a color from the drop-down list.
  - Click the Browse button to open a path to the image for that color of the selected side.
  - Repeat the above steps for every color for that side.

You must upload an image for each color from the drop-down list.

- Click Submit.

A message will appear at the top of the Products page – "Action completed successfully" – when the change has been saved.

6) Repeat steps 4 and 5 for each of the sides of the new product.

When you re-start GraffixPro Studio, the new product will be available for use.

Changing the Platen

The Platen in GraffixPro Studio determines the outside dimensions of the printable area on a product. Depending on the product, however, there can be different platen sizes applied to the different sides of a product. There are four platen sizes that are available with the software (14" ×16", 10"×12", 7"×8", 16"×18").

If a new Platen size is required, the Administrator allows you to do this. Select Product Parameters.

You can change the assigned platen for any product side, by way of the settings on the Products page of the Administrator.

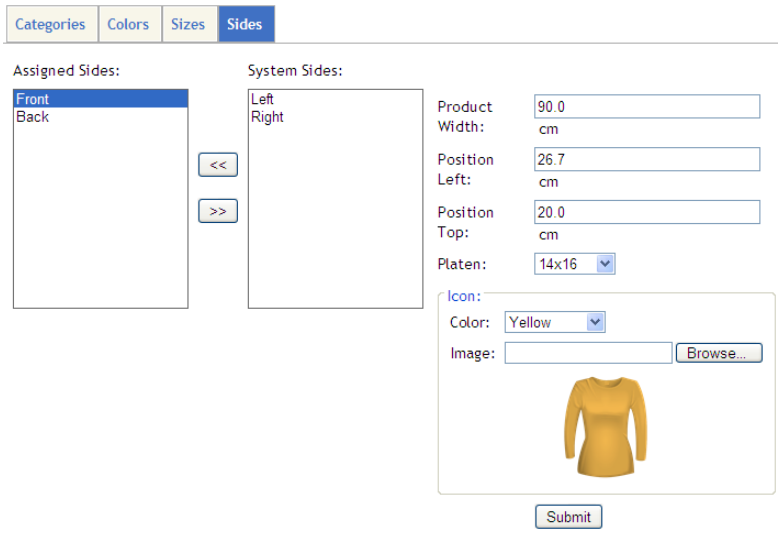
To change a Product Side's assigned platen:

1) In the Administrator, select Products from the menu.

2) In the product list, select the product you want to change.
The Administrator will now display a list of tabs listing the attributes of the selected product - Categories, Colors, Sizes, and Sides.

3) Select the Sides tab.

4) From the "Assigned Sides" column, select one of the sides.
A new set of fields is displayed, showing the attributes of the selected product side.



5) In the platen list, select the platen size required.

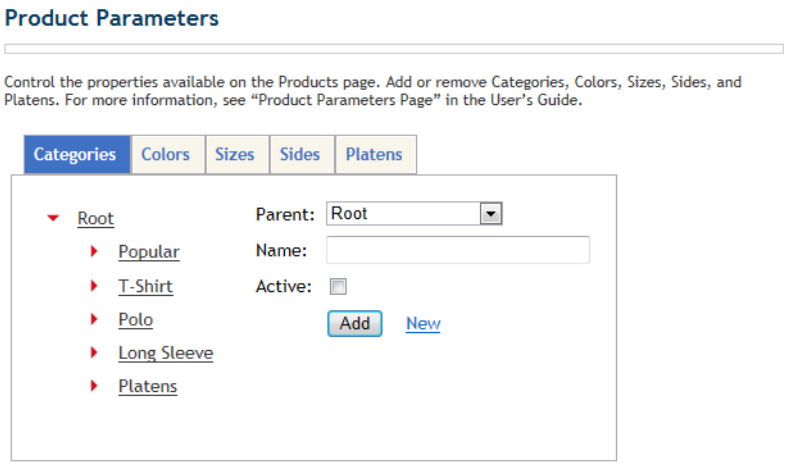
You many need to adjust the position of the platen relative to the product, so that it is placed in the correct location. You can do this by changing the "Position Left" and "Position Top" values. These determine the displacement of the top-left corner of the platen relative to the product.

6) Click Submit.
A message "Action completed successfully" will appear on the Administrator page.

When you return to GraffixPro Studio™ design software, you may not see the change in the platen immediately. A quick way to do this is to choose a different product, and then go back to the original product; this will refresh the view, and show the new Platen.

Product Parameters Page

The Product Parameters page controls how Products in GraffixPro Studio™ software will be displayed.



On the Product Parameters page, you can make the following changes:

- Change the category that a Product appears under in the design software.
- Add new colors that will be used for Products.
- Set up a new Product side.
- Add a new platen (printable area) size, if a size other than the installed sizes is required for the product.
- Customize the margins of the platen.

You can also remove any colors, sizes, sides, etc. from the database by selecting it and clicking **Delete**.

Adding a new product color

The GraffixPro Studio™ software comes with a number of standard product colors already installed; these will be displayed in the "Product Colors" list of the Product Parameters page. However, you are also able to make completely new colors to apply to products.

To add a new product color:

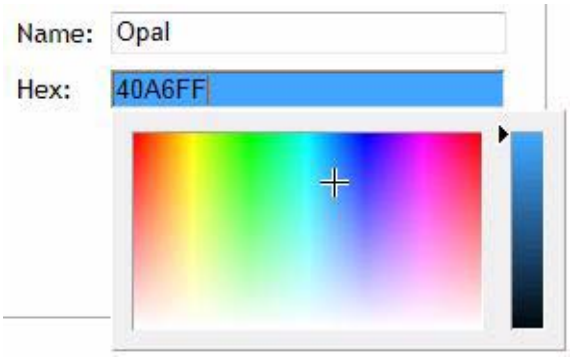
1) On the Product Parameters page, select the Colors tab.

2) Type a new name (must be different from the existing system colors) for the color.

3) Click once in the "Hex" (hexidecimal color) field.
The color chooser palette opens underneath the Hex field.

4) Do one of the following:

- If you already know the hexidecimal value of the color, type it into the Hex field.
- In the color chooser, click on the desired color.



5) Click the Add button.
The new color will now appear in the Product Colors list.

To add this color to a particular product (or products), go to the Products page. On the Products page, first select a product from the list. Then, select the Colors tab, and move your new color from the "System Colors" column to the "Assigned Colors" column.

Creating a Custom Platen

On the Products Parameters page, you can make your own non-standard platen, if required.

To create a custom platen:

1) On the Product Parameters page, select the Platens tab.

2) On the Platens tab, click the New link.
The platen size fields are all cleared.

3) In the Name field, enter a name to identify the platen.

4) In the width and height fields, enter the dimensions (inches or centimeters) of the new platen.

The units of the platen dimensions (inches or cm.) are determined by the Units field on the Systems Parameters page.

5) If desired, enter values for the top, bottom, right, and left margins.

6) Click the Add button.
The new Platen will now appear in the list of Product Platens.

Changing the margins in a Platen

In cases where you would like to restrict the working area to a small part of the product (for example, just the left chest area on an item), this is easily accomplished by modifying the margins on the platen. You can make this adjustment on the Products Parameters page.

To customize the margins of a platen:

1) On the Product Parameters page, select the Platens tab.

2) In the Product Platens list, select one of the platen templates.

3) In the margin fields enter the margin sizes that you want to apply to the platen.

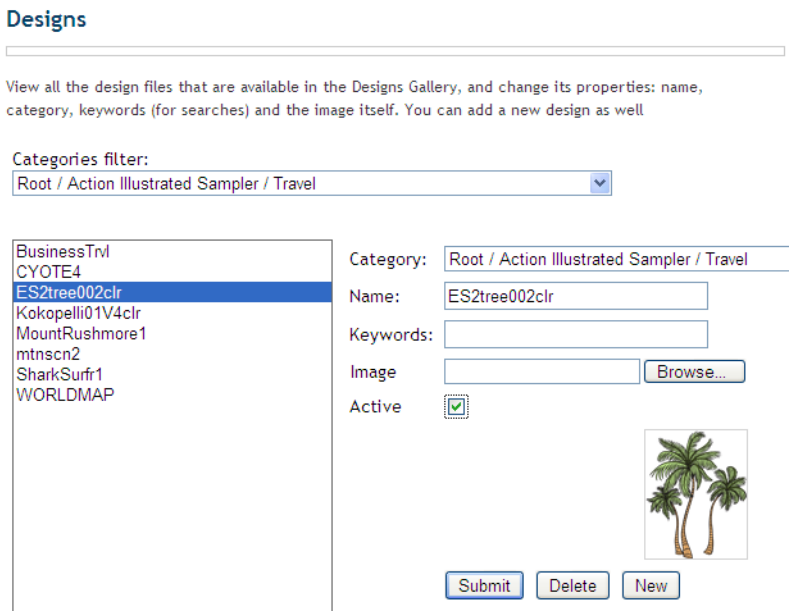
4) Click Update.

The platen will now have the new margin dimensions - restart the GraffixPro Studio™ application to see the change.

An example of creating a modified platen. The 14 × 16 platen without margins added (left) and with margins added. Note how the design that is added automatically changes size to fit the margins.

Designs Page

The Designs page allows you to view all the design files that are available in the Design Gallery. You can also change some design properties – such as, the name, and the category they will be found under in the GraffixPro Studio™ design software.



In the left half of this page, you will see a list of all the designs currently in the database; select a design from the list, and that design's properties will appear in the fields on the right, including the name, and the Design Gallery category to which it belongs.

It is also possible to "filter" the designs shown in the list, that is, show only those in a specific category. This can make it easier to find the particular design you are looking for. Do this by clicking the arrow next to the Categories filter field, and selecting from the list the design folder that you wish to look in.

Working with Existing Designs

The following table lists the editable parameters on the Designs page.

Attribute	What it means
Category	The design's place within the hierarchy of the Design Gallery.
Name	The name of the design, as it will appear in the Design Gallery.
Keywords	Words that help to categorize a design can be added to the keywords field.
Image	Browse to locate the image file that will be used as the selected design.
Active	When checked, this attribute means that the selected design will appear in the Design Gallery; uncheck the box to hide it without removing it from the database.

Adding New Design Files to the Gallery

You may also add Design files to the Gallery, using the New button. The following image types may be imported to use as designs: *. eps, *.gif, *.jpeg, *.jpg, or *.png.

To add a new Design to the gallery:

1) On the Designs page, click New.

2) In the Category drop-down list, select the category in the Design Gallery to add the design to.

3) Type a name for the design in the Name field.

4) (Optional) Enter keywords to associate with the design (used when searching the Design Gallery).

5) To upload the image file for the new design, do the following:

- Click Browse.

You see the "Choose file to upload" window.

- Navigate to the directory containing the desired image file, and select the file you want to upload.
- In the browser window, click Open.

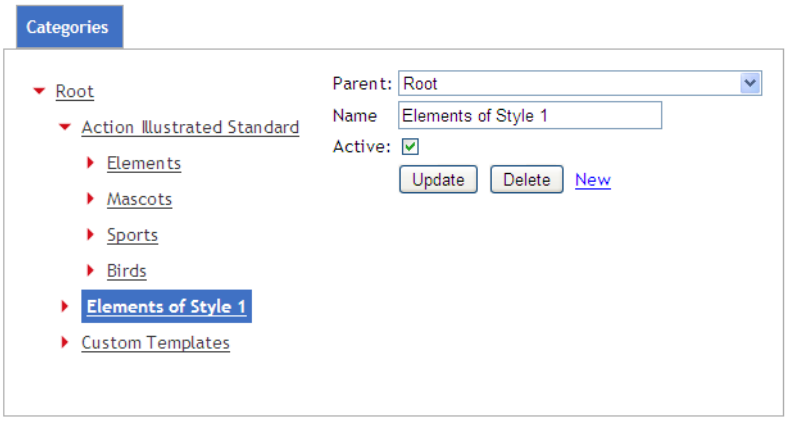
6) Check Active to have the design appear in the Design Gallery in the design software.

7) Click Submit.

When GraffixPro Studio is next restarted, the new design will appear in the specified category in the Design Gallery.

Design Categories Page

The Design Categories page allows you to set up the categories for designs in the Design Gallery. You can create new categories and assign them to a position within the existing categories; or, create a new category at the top level.



To add a new category to the Design Gallery:

1) Open the Design Categories page.

2) Click the New link.

3) In the Parent field, select the path to the category that you want the new category to belong to; for example, if you want to place it within Elements of Style, select **Root/Elements of Style**.

4) In the Name field, type in a name for the New category.

5) Check Active to have the new category appear in the design software; if left unchecked the category will be saved in the Administrator, but will not appear in the design software.

6) Click the Add button.
The new category will now appear in the Category tree on the left; also, this new category will now be available to add designs to on the Designs page.

Uploading Multiple Designs

Use the Upload Multiple Designs page to upload multiple design files to the Administrator simultaneously. Using this function, you are able to choose which Design Gallery category these files will be added to.

When using Upload Multiple designs, all designs must be uploaded to a single category; however, you can change the category of individual designs afterwards using the tools available in the Designs page.

To upload multiple design files:

1) Open the "Upload Multiple Designs" page.
You see the Add to Category drop-down list.

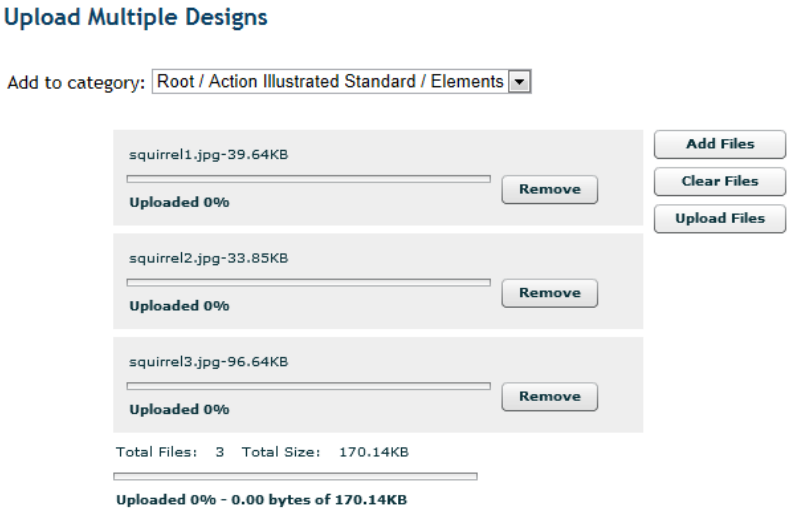
2) Select a category to upload the designs to.
You see the Add Files button.

3) Click the Add Files button.
The Select file(s) to upload dialog opens.

4) Browse to the directory containing the files you wish to upload, and select them.

Files for upload must belong to one of the following types: *.eps, *.jpeg, *.jpg, or *.png.

5) Click Open.
The file names will be listed on the Upload Multiple Designs page.



You can click the Remove button to clear individual files from the list before uploading, or use the Clear Files button to remove all the files on the list.

If you would like to add more files to the list to be uploaded, click the Add files button, which will open the browser window again.

6) Click Upload Files.

The files will be uploaded to the selected category; when the uploading has completed, the message "Upload completed successfully" will appear.

Import .eps Designs Page

The "Import .eps Designs" page allows you to load multiple .eps files into the GraffixPro Studio™ design software simultaneously from a .zip file. At the same time, the image files will be uploaded according to a file structure; this structure is determined by organizing the files into folders within the .zip files.

Note that the files being imported must be contained within a .zip folder.

To import .eps Designs

Follow these steps to import .eps files into GraffixPro Studio.

Step 1: Create the folder structure

Before you import your files into GraffixPro Studio™, they need to be organized into the structure you want them to have in the GraffixPro Studio™ Gallery.

For example, if you had a number of .eps images of animals, you could create a folder called "Animals"; then, create sub-categories of animals, by making sub-folders within the Animals folder, such as "Cats" "Dogs" "Birds" "Fish" etc.

When the folder structure is complete, save the .eps files into their proper folders.Then, select the main folder (in this case, "Animals") and compress it as a .zip folder. When you import this file into GraffixPro Studio (see next step), the files will appear in a Design Category called "Animals" with all the sub-categories underneath it.

There is also an option to automatically load keywords for each image by including a .csv file in the .zip. For more information, see "Importing Keywords."

Step 2: Import the .eps Designs

When .eps files are imported, they go though a rasterization process, which converts them to .png files. This process may take some time, if there is a large number of files involved.

1) In the GraffixPro Studio™ Administrator, open the Import .eps Designs page.

2) Click the Add Files button.
You see the "Select file(s) to upload" dialog.

3) Browse to locate the .zip folder you want to import, and click the Open button.
The dialog will close, and the .zip file will appear on the Import .eps Designs page.

You can click the **Remove** button to clear individual files from the list before uploading, or use the **Clear Files** button to remove all the files on the list.

4) Click Upload files.
Wait as the files are uploaded and rasterized.
When the uploading of all files has been completed, you will see the "Action Completed Successfully" message.
The files will now be available in the Design Gallery; restarting GraffixPro Studio™ design software is required.

Importing Keywords

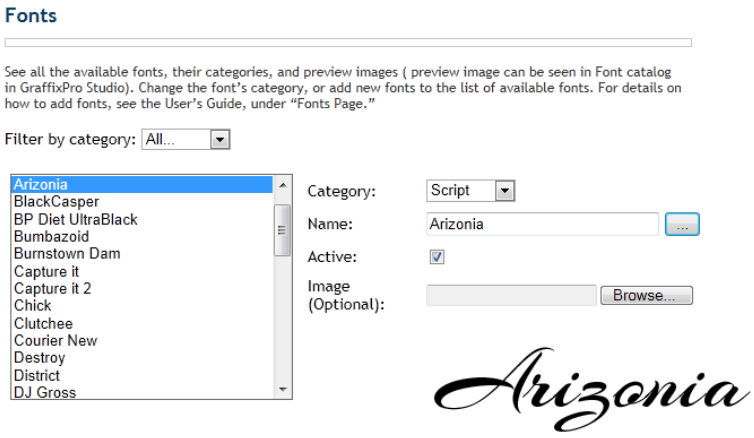
There is an option in the "Import .eps Designs" feature, which allows you to include a list of keywords that you want to associate with each image file. This is done by creating a .csv ("Common Separated Values") file, and including it in the .zip. The .csv file is a two-column table that contains the file names in the first column and the keywords in the second column.

If the .csv file is included in the .zip folder, the keywords will be loaded into the Design Gallery; if there is no .csv file present, only the design files will be loaded into the Design Gallery.

Fonts Page

On the fonts page, you can view all the fonts available on your Administrator. The Fonts page also allows you to add new TrueType® fonts, and to insert an image of the font to display in the fonts gallery of the GraffixPro Studio™ software.

You can also use the Fonts page to change the category that any font appears in.



To add a new TrueType font:

1) Select a category from the drop down list; this will determine which category the font will appear under in the Fonts gallery.

2) Click the selection button [...].
The Select a True Type font... field appears.

3) Click in the "Select a True Type font" field to display the list of TrueType® fonts available in your system; click on the font's name to select it.

4) Check the Active box to have the font appear in the Font catalog in GraffixPro Studio; uncheck to keep it hidden.

5) (Optional) Click the Browse button (to the right of the Image field) to upload an image to represent the font in the font catalog.
If you add a font without performing this step, GraffixPro will automatically create an image icon for the added font.

Only *.jpg, *.png, or *.gif files may be used for the font image.

6) Click Submit.
The new font will be appear in the Font Gallery when GraffixPro Studio™ software is restarted.

To change the category of a font in the Font Gallery:

1) Select the font in the list on the left.
The font's name and attributes will appear in the fields.

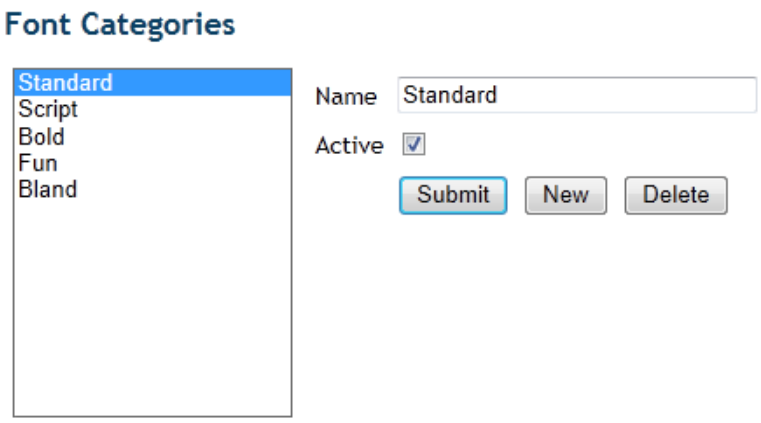
2) From the Category field, select the new Category you want to place the selected font into.

When you select the new category, the font will be removed from the category it appeared in originally.

3) Click the Submit button.
When you restart GraffixPro Studio, you will see that the font has moved to the new category.

Font Categories Page

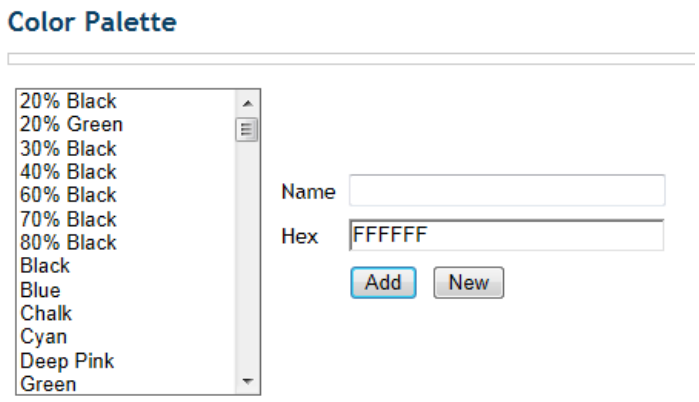
The Font Categories page is used to show or hide the various font categories available in GraffixPro Studio™ software. Select a category, and check the Active checkbox to show it, or uncheck it to hide it, and then click the Submit button.



You can also create a new category. Click the New link, then type in the name. Click Submit to add the new font category. Fonts can be added to this new category on the Fonts page; for more details, see the Fonts Page section.

Color Palette

The Color Palette page determines the list of colors that will appear in the palette dialog in GraffixPro Studio™ design software. This palette is the one that appears when changing the colors of Text (including solid colors, and color gradient), and the Color Replace tool for images; also, this is the palette that opens when choosing the color of stroke and drop shadow.



The Color Palette list does not apply to products; the list of colors for the products is found on the Products page, under the colors tab.

On the Color Palette page, you will see all the colors currently assigned to the palette listed to the left; clicking on a color will display its name and six-letter hexidecimal (hex) code in the fields on the right. The "hex" field also displays the selected color as its background.

Initially, only a default set of palette colors (loaded at installation) will be available. However, it is easy to add and save your own colors, which will then appear in the Color palette dialog.

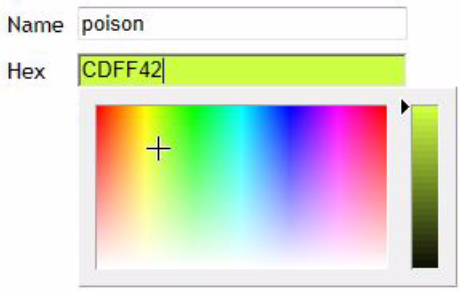
To add a color to the Color Palette.

1) On the Color Palette page, click New

2) In the Name field, enter a name (or code) for the color.

3) Click in the Hex field

You see a color chooser panel.



4) In the color chooser, click on the color you want to add.
The "Hex" field will be updated accordingly.

5) When you have selected the desired color, press ENTER on your keyboard to assign it to the palette.
The color chooser panel will close, and the new color will appear on the Color Palette list.

To change a color after it has been added, select it from the list, choose a new color from the color chooser as above, and then click Update.

System Parameters Page

The System Parameters allow you to view settings relating to the GraffixPro Studio™ software installation. This page shows the following:

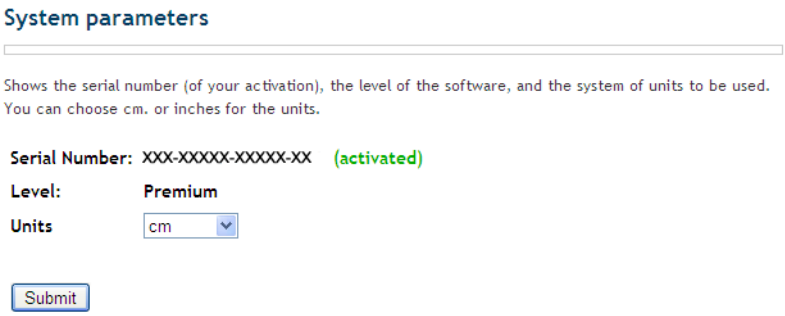
- Serial Number of your activation.
- Level: Shows the software level that is currently activated, either **Standard** or **Premium**.

An additional purchase is required to obtain the Premium level features. If you already have the Standard level installed, you will see the Try and Buy icon on the GraffixPro Studio™ toolbar. Click this button, you will see a dialog that contains a link to the GraffixPro Studio™ web site, where you can purchase the Premium level.

The **Standard** level includes the most common design features, including Lettering, Adding Images, Stroke, Drop Shadow, Masks, Distress, the Color Replace tool, etc.
The **Premium** level adds the following features: Double Stroke (for text and designs), Grayscale, and Color Gradient for text.
Premium level also allows you to print a barcode identifier on the design worksheets. This barcode allows you to scan the design name directly into the design Gallery as well as display all sides of a garment in a single quote.

Worksheets are created using the Quote feature. For more details, see "Preparing a Price Quote."

- The units that will be used in GraffixPro Studio™ software - select either cm. or inches.



Viewing the Video Guide

On the GraffixPro Studio™ Administrator page, there is a link to the GraffixPro Studio™ web site. When you click on this link, a new tab will open in your browser, showing the GraffixPro Studio™ Administrator Instructional video. You can play this video to get an overview of the various areas of the GraffixPro Studio™ Administrator page.

There are a number of other useful links from the web site; for example, you can click the Training link to see other training videos, describing the functions of the GraffixPro Studio™ software. Also, the web site has information about purchasing upgrades and getting support.

Working with the GraffixPro Studio™ Software

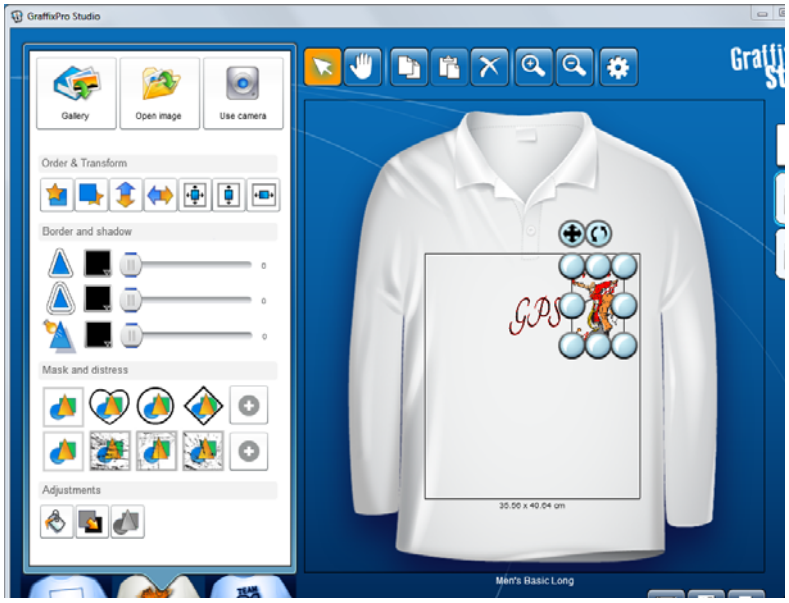
This section of the manual is concerned with how to use the various tools in GraffixPro Studio™ software to add text and/or designs to a garment.

Topics covered in this section:

- Activation of GraffixPro Studio™ software
- Adding Product images to the workspace
- Adding Images to a design – from the GraffixPro™ Studio Gallery, your own image folder, or from a camera attached to your computer
- Add borders, drop shadow, mask and distress patterns to images and text
- Changing text attributes - font, color and envelope shape
- Modifying the output settings of the final design
- Saving the design as an image file or a template

About the GraffixPro Studio™ Software Workspace

The workspace is divided into two main areas, the design window and the properties area.



On the left, you see the design window, which shows a preview of the garment (or product) and the design. This area also contains some basic controls for viewing the design in progress (Select, Zoom, Pan).

On the lower-left of the workspace, you see tabs for adding elements to the design window: Select Products, Add Image, and Add Text. This is where you go to add graphics and lettering to the design, and also to modify these once they have been placed in the design. The tools and buttons in the panel on the left will change, depending on which of these tabs you select.

Design Window Overview

The Design Window shows a preview of the garment, and any text and designs that have been placed on it. It also has tools for selecting design objects (image or text), copying and pasting, changing the view (zoom, pan, sides), printing, saving, and output settings.

A complete list of these tools and controls, along with a brief description of the function of each, is shown in the table on the next page.

Tools and controls in the Design window

The following table lists the tools available in the design window, and briefly explains what each does.

Tool	What it means
	Select: Selects objects in the design window.
	Pan: Allows you to move the design around in the workspace.
	Copy: Makes a copy of the selected image or text, and places it on the clipboard.
	Paste: Places the image from the clipboard into the work space.
	Delete Selected Object: Removes the selected graphic or lettering from the workspace.
	Zoom in: Increases the scale of the design in the workspace.
	Zoom out: Decreases the scale of the design in the workspace.
	Output Settings: Click this button to open the Output Settings dialog where you can make changes to the output attributes such as resolution, file type, color space, and other properties.
	Save: This button has two options: Save as an image file, or save to the Templates directory of the Administrator. If the “Save as templates” option is chosen, the design will appear in the Custom templates Design category, and can be re-used.
	Quote: Opens the Quote dialog, which allows the designer to create a printable quote for the product or products, containing an itemized list of costs associated with the printing job.
	Print: Sends copy of the current file to the printer, in GT Print file format (*.arp).
	Try & Buy (Standard level only): Allows you to try out the Premium features, or purchase an upgrade to Premium. For more information, see “Upgrading your Software.”

Tool	What it means
	Product color: Shows the color currently assigned to the product in the window. Clicking on this control will display a palette of colors available for the product; change the color of the product by clicking on any color in this palette.
	Show Front: Displays the front side of the current Product.
	Show Back: Displays the back of the current Product.

If you have added more sides for a product, there will be additional icons for these sides. Each product can have up to four sides.

Changing the color in the Platen Area

You have the option of changing the color of the background in the Platen area of the workspace.

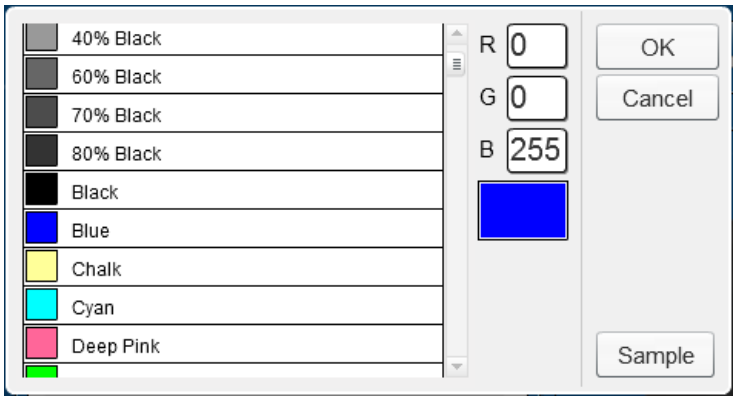
Changing the Platen background color can be useful in two ways:

- It allows you to preview the design against the exact color of the garment it will be printed on; you can set the exact RGB value for the platen background color.
- If you are using the "Blend garment color" feature for image output, the color selected for the background will be the used for color blending. For more details about "Blend garment color" see Output Settings—Settings tab.

To change the color of the Platen background:

1) Click on the Product color swatch (to the right of the design window).
You see a list of the available product colors.

2) Click on the Color Wheel chip, at the bottom of the list.
You see the color palette dialog.



3) To choose a color from this palette, do one of the following:

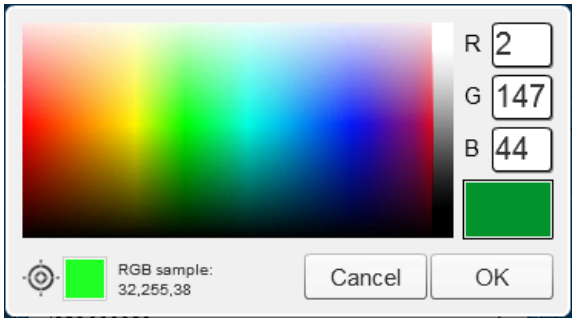
- Enter the RGB values, if known, in the fields on the right side of the dialog.
- Select a color from the Brother chart (the list at the left); drag the scroll bar down to see all the colors in the list.

  The selected color's RGB value and color will appear in the fields on the right.

4) To choose the color from the RGB color sampler, do the following:

- Click the **Sample** button.

  You see the color sampler dialog.



- Hover the mouse pointer over the color palette.

  As you move the mouse, the "Sample" color swatch (on the lower left) shows the color indicated and its RGB value.

- Click to select the color.

The selected color, and its RGB values, will appear on the right. You can change the selected color again, if required, by clicking again in the color spectrum

5) Click OK.

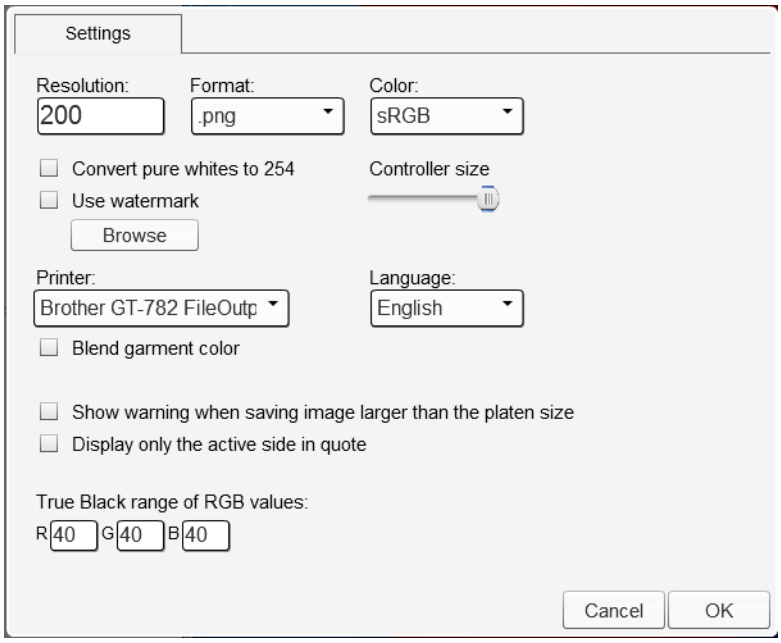
The selected color will now fill the area within the platen frame.

Output Settings

Click Output settings to open the output settings dialog, which determines the characteristics of the printer output.

Settings Tab

These settings determine certain characteristics of the output files, such as resolution, output format and color space. You can also set whether or not the "Blend garment color" feature will be applied to the image.



The specifics of each setting are described below.

- **Resolution (DPI):** This field sets the print resolution of the images that are output by the design software. The resolution may range between 50 DPI and 200 DPI (recommended value is 200 DPI).
- **Output format:** Allows you to select the file type for the output files – either *.png or *.tif.
- **Color:** Choose the color space for output, sRGB or CMYK.
- **Convert pure whites to 254:** In sRGB color space (screen colors), white is normally represented as (255, 255, 255). However, for conversion to printing, Brother printers use this color (255) as transparent (i.e., no ink at all).
  Therefore, for output to the Brother printer, when you need pure white to appear, check this box; by converting all the pure whites to (254), this will make these areas appear as white on the print, rather than transparent.
- **Use watermark:** Check to add a watermark to files being output. When this setting is checked, the Browse button becomes active. Click Browse to locate and load an image file to be used as a watermark. This image will be placed on all printed and saved images.

Files that are used as watermarks must be in ".png format, because this format is the only one that allows you to create an image with a transparent background. You can create your watermark design in GraffixPro Studio™ software.

To do this, first ensure that *.png is selected in the Format field of the Output settings, so that the design to be used for the watermark will be saved as a *.png. Then, create a design with the text you require, and use Save—Save as Image.

- **Controller size:** Controls the size of the move, resize, and rotate handles on the object frames. Move the slider to the left to decrease the size, and right to increase the size.
- **Printer:** The Printer field determines which printer will be used for output.
  The drop-down list displays all the printers that are set up on your computer; if the driver for Brother GT-381 FileOutput is installed on your computer, this will initially be set as the default printer.

- **Language:** Select the language of the GraffixPro Studio™ tools and settings.
- **Blend garment color:** Turns on or off color blending for output files (this feature will be off by default).
  Turning on the Blend garment color option will apply a process that "smooths" jagged edges that sometimes occur in bitmap images, especially in cases where the image's resolution has been changed.

Note: In this function, the color that will be used for blending will be the color of the garment, unless you set a different color for the platen background. In that case, the platen color will be used for blending. You can change the platen background color by selecting the Garment color icon, and selecting the Color wheel from the list. For more details, see "Changing the color in the Platen Area"

  Turn off the Blend garment color option to retain "hard" edges at color transitions in the output image.
- **Show warning when saving image larger than platen size**: Check this to have GraffixPro™ Studio display a warning message whenever the image goes outside the boundaries of the assigned Platen; you will be able to save the image in any case, but only the portion of it within the platen boundary will be printed.
  The Platen dimensions are assigned on the Administrator's Products Page; see "Products Page—Changing the Platen"
- **Display only active side in quote:** When selected, only the active side in the workspace (instead of all sides of the current product) will be selected.
  See "Preparing a Price Quote" for more information. Note that this applies to the Premium version of GraffixPro™ Studio design software only.
- **True Black Range of RGB values**: Use these fields to set the range of colors to which the True Black tool will be applied. Any areas of color lower than or equal to this RGB value will be converted to an RGB value of 0,0,0 by the True Black tool.
  See "Converting to True Black" for more information.

Outputting a design for printing

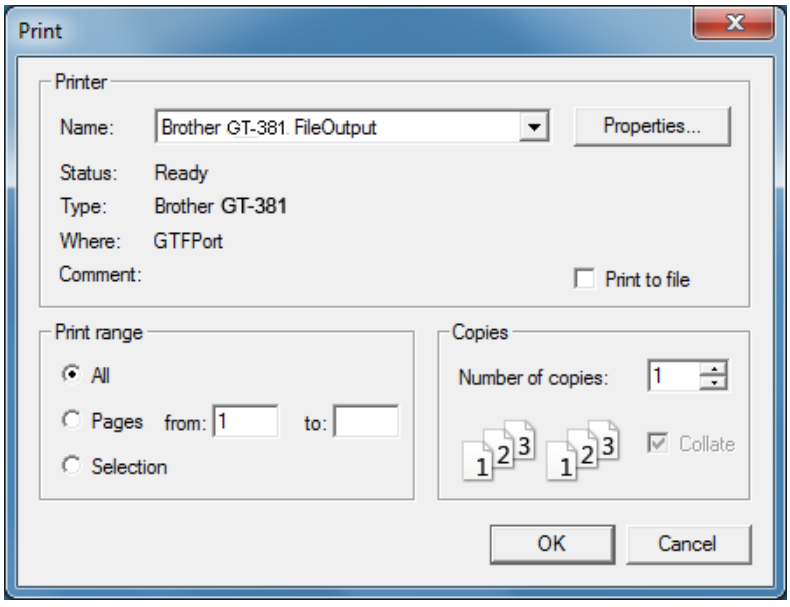
When the current design is completed and ready for printing on a product, use the Print command. The Print command opens the Print dialog, which allows you to output the design in the format compatible with your Brother™ printer.

Important: In order to be able to print in this format, your computer needs to have the correct printer drivers installed.

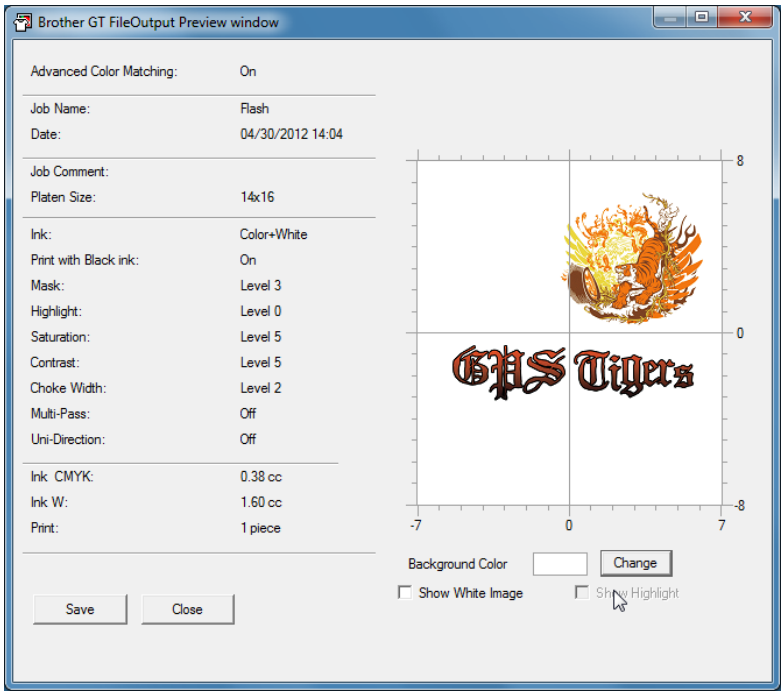
To send a file for digital printing:

1) On the GraffixPro Studio toolbar, click the Print button.
You see the Print dialog.

2) In the print dialog, under Printer–Name field, select the file output for your specific printer model.



3) Click OK.
A Preview window opens showing a preview of the image to be printed, plus the parameters of the print job.



4) Click the Save button.
You see the Save As dialog.

5) Select the folder to save to, enter a name for the file, and click Save.
*The file will be saved to the selected directory in the *.arp format.*

Preparing a Price Quote

Using the Quote feature in the GraffixPro Studio™ software is a quick way to generate a price quote for a job. This feature consists of a form, which includes a table. The table has spaces for relevant data, such as the product type, the quantity to be printed, the applicable taxes, and so on. When you click the Update Price button, the dialog automatically calculates the total.

For products with multiple sides (e.g. designs on both the front and back of a shirt), the Quote page will display a thumbnail of each side in the product, in the lower-left of the dialog.

The ability to create a quote page containing images of all sides of the garment is a feature of the Premium level only.

After all the relevant information has been entered, you can print the Quote, or save it as a PDF.

Users with Premium level will have a bar code printed on the Quote sheet. This bar code represents and retrieves all designs (on all sides) associated with that Quote. When the sheet's bar code is scanned into the appropriate field in the Gallery, those design(s) can be opened in the GraffixPro Studio™ workspace for printing.

The PDF and printed copies of the Quote sheet will also display a complete path to the images included in the design. This will be located in the comments area, at the bottom of the sheet.

Step1 – Setting up the Quote Sheet:

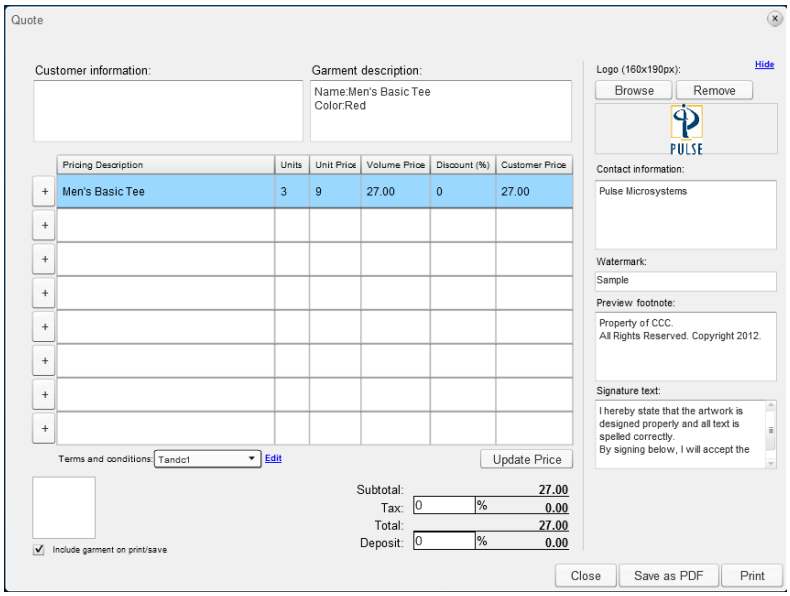
1) On the GraffixPro Studio™ software toolbar, click the Quote button.

You see the "Save template as" dialog.

2) Enter a name for the template, select the category to save it in, and click OK.

Note that names can only be used once; that is, you cannot save a design to the gallery if there is already a design with that name.

The Quote form opens; you will see that the first line of the Quote dialog contains the details of the current product.



3) Click in the Customer information box to enter the customer information - name and contact information, as required.

4) To change the Quote sheet settings, click Edit.

The logo, contact information, Watermark, Preview footnote, and Signature text fields all become active.

5) To add a Company logo:

- Under Company logo, click Browse.

  You see the "Select file to upload..." dialog.
- Browse to find the logo image file, and select it.
- Click Open.

  Your logo will now appear in the Quote dialog.

6) In the Contact information box, type in your company's contact information.

7) **Watermark:** Enter the text you want to have superimposed on your design. Leave this field blank if you do not want the design to be watermarked.

8) **Preview footnote:** Enter the text to go at the bottom of the preview image (for example, copyright information).

9) **Signature text:** This text will be displayed immediately above the space on the order sheet that is reserved for the customer's signature.

10) Click Hide.

11) **Terms and conditions:** You can add a "Terms and conditions" paragraph (or more than one) by clicking the Edit link next to the Terms and conditions field.
This will open up a new dialog, which allows you to enter the text of the "Terms and conditions" paragraph, and assign it a name. This paragraph will then be automatically added to the Quote when it is saved or printed.

If you create more than one terms and conditions paragraph, you can click in the field, to display the list of them. Then, select the appropriate name from the list before printing or saving the Quote.

12) Include garment on print/save. Check this box to have the garment displayed on the Quote sheet when printed; if unchecked, the design will be printed without the garment.

In Premium level, the Quote will display all decorated sides of a garment, unless you have checked "Display only the active side in quote" in the Settings dialog.

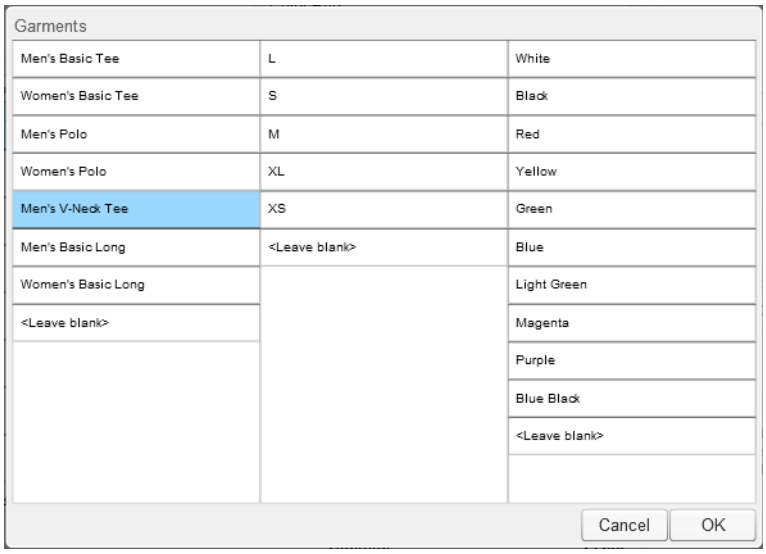
Step 2 – Calculating the price Quote:

When the Quote dialog opens, the first row of the Pricing Description will show the product information of the current product that is open in GraffixPro Studio™ software.

However, you are able to add other products to the Quote, or modify the parameters of the original product, by doing the following:

1) To add a new product to the Quote, or modify an existing product, do the following:

- Click the plus sign + to the left of a column.
  You see the Garments dialog.
- In the Garments dialog, select the product you want to add.
  The dialog will display the available sizes and colors for the selected garment.



- Select the size and color for each garment, or choose <leave blank> to omit these properties from the Pricing Description.
- Click OK

  The Garments dialog closes.

2) In the Units column, enter the quantity to be printed for each product.

3) (Optional) Modify the Unit price: The Unit price is set in the Administrator, but you can choose to change it in the Quote dialog by selecting it and typing in a new value.

The volume price field shows total price of products in each row, before discounting (update by clicking the Update Price button).

4) Enter the discount rate (percentage), if applicable, for each product.

5) Enter the tax rate (percentage), if applicable.

6) To calculate the deposit due, enter a percentage in the Deposit field.

7) Click Update Price to get the total price for the quote, and also to display the Deposit value.

Step 3 – Print or save the Quote sheet:

1) To Print the sheet, do the following:

- Click the Print button.

You see a Print dialog.

- Select the printer that you want to output to.
- Click OK.

The Quote will be sent to the printer.

2) To send to PDF, do the following:

- Click Save as PDF.

  You see a preview window, and a Save as pdf dialog.
- Browse to the location you want to save to, and enter a name for the Quote in the File name field.
- Click save.

The Quote will be saved to the desired location.

Retrieving a design using the Bar Code

If you have created a design quote page, you can retrieve the images on it using a bar code scanning device. You do this by scanning the bar code on the sheet into the “search” field of the gallery. Using the bar code to retrieve the saved design ensures that you will retrieve exactly the file (or files) that you need.

Note: This feature is available in the Premium level only.

To retrieve a design using the bar code:

1) Print out the quote sheet for the design.

2) In GraffixPro Studio, open the Select Product tab, and select the product that corresponds to the one on the sheet.

3) Open the Add Image tab and select the Gallery; ensure that the cursor is flashing in the Search field.

4) Connect the scanner to your computer, and scan the barcode on your sheet.

The design name will appear in the search field.

To ensure that only the design with the exact name you want will appear in the search results, type an equals (=) sign into the search field before scanning the barcode.

5) Press the Search button.
The design(s) appears in the search results.

6) Select the design that corresponds to the product side and open it.

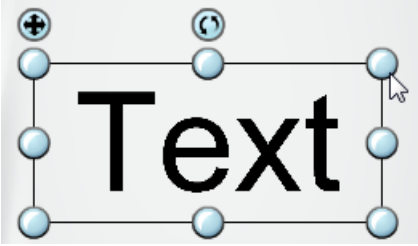
7) In the dialog that appears, select "Yes" to place the design in the original position; otherwise, the design will be centered in the platen.
The image appears in the workspace.

8) If the quote has images on more than one side, repeat steps 6-7 for each side.

Resizing, Rotating, and Moving Text and Graphics Manually

Using the selection handles to manipulate the selected Object

When an item (either text or image) is selected in the workspace, a frame appears around it, with round handles at the corners and on the sides. These can be used to change the shape and size of the item.



A selected text object, showing the control handles for changing the size, and moving and rotating the item. (These handles have the same functions for images.)

Scale and Stretch: Selecting and dragging any of the corner handles can be used to increase or decrease the size of the item proportionally. By selecting and dragging one of the side handles, you can change the horizontal size without changing the vertical size (effectively "stretching" or "compressing" it in the horizontal direction). Similarly, clicking and dragging the top or bottom handles can be used to change the size of the object in the vertical direction.

Skewing the selection: The top, bottom, and sides of object frame can be selected and dragged to skew, or add slant to, the text or image. Simply click the sides of the frame anywhere but on the handles, hold and drag left or right, or up/down. You will see the selected object will be skewed in the direction that you drag it.

Move and Rotate: There is also the **Move** handle (at the top-left of the frame) - this is used to move the item around to different places in the design without changing the size. The **Rotate** handle (top-center of the frame) allows the design to be rotated freely around its center; simply click/select and drag left or right to rotate, and then release when it is in the correct position.

Viewing the position, dimensions, and orientation of the selected Object

When you select an item (graphic or text) in the workspace, a line of numbers will appear along the bottom of the GraffixPro Studio™ workspace. These numbers display the size, position, and angle of the selected item. As you move, rotate, or resize the selected object, these values will be updated automatically.

- The size is displayed in the following format:
  size: width × height
- The offset is displayed in the following format:
  x, y: (horizontal offset, vertical offset)

The horizontal and vertical offsets are measured from the top-left corner of the platen.

- The angle is shown in the following format (the [angle] is given in degrees):
  rotation: [angle]

Products Tab

Click on the Select Product tab to show this area. This area displays a grid, with images of all the available Products on the Administrator. Each item image also includes a name for the product; new products can be added using the Products page in the GraffixPro Studio™ Administrator.

At the top of the Product tab, there is a field for categories of available Products (examples might be T-shirts, long-sleeved shirts, polos, etc.). If desired, the garment category may be changed by clicking the large

arrow-button to the right, and choosing a different category from the list.

To place the garment (or other product) in the design window, simply double-click it.

Adding and Editing Images

To place an image file in the design, select the **Add Image** tab, at the bottom-left corner of the screen. This will open a tab which has tools that allow you to add graphics or photographic images to a design, and modify images that are placed into the workspace.

Adding Images

Under the Add Image tab, there are three different ways to place an image file in the Design Window: From the Gallery, by opening an image on your computer, or via an attached camera.

Adding images from the Gallery

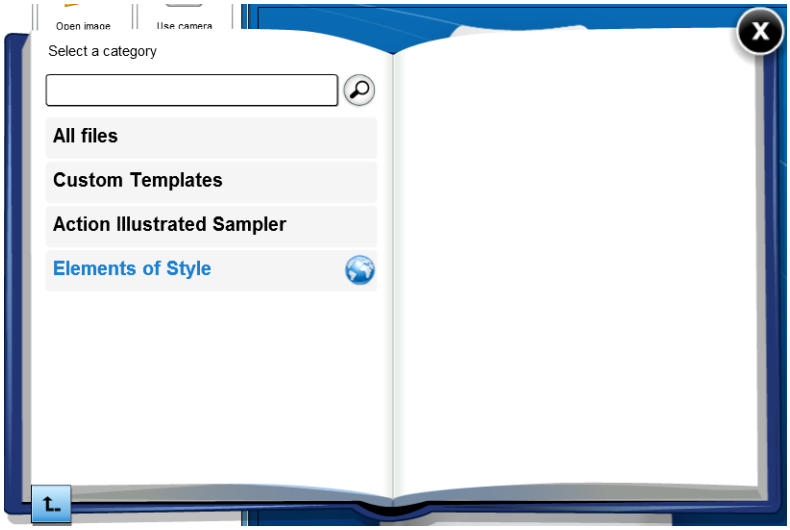
Select this option to load an image from a library of design collections. The designs that you will see in the designer will depend on what catalog or catalogs of designs are loaded onto the Administrator.

When you open a saved image from the Gallery that you have saved there (for example, if you have saved the image as a template), a dialog will be displayed when you open it. In this dialog, you will be asked if you want to keep the original position of the design with respect to the platen; select Yes to open the design in the original position, or No to center the design in the platen.

To add an image from the Gallery:

1) Select the Add Images tab.

2) Click the "Gallery" button.
You see the list of available design categories.



3) Select one of the categories, or click on All files to open all the Active images in all the categories in the current view.
The collection of designs will open in your workspace; if it is a large collection, it may be spread over many pages. Click the "Next" and "Back" buttons to flip through the pages.

If you have selected a particular collection, and want to return to the parent level (in order to choose a different collection) you can click the "up" button to do so.
In the pages of the gallery, Custom Templates will be marked with a "T" symbol in the upper-left hand corner, like this: .

4) Browse the collection for the design that you want, and click once on it.
A large-scale preview of the design will open; the design name is listed below the preview.

5) To open this design in the designer design window, click Open; or, to return to browsing the collection, click Close.

6) When you select open, the preview of the selected image will close, and the image will appear in the Design window.

Browsing for an image

Select the Open Image option to browse your computer and/or network for a photograph or graphic to place on the product. The file may be imported from a directory on your computer, or if the computer is on a network, from another computer.

To open an image from your computer or network:

1) Select the Open image tab.
A new "Select file to upload" window will open.

2) Browse to the location of the desired image, and select it.

You can open images of the following file types: *.jpg, *.jpeg, *.gif *.png, *.eps, *.pdf, *.bmp, or *.tif.

3) Click Open.

In order to open an .eps file, it must be rasterized first. Therefore, an additional dialog will appear if you are opening a file of this type.

In this dialog, you will be given the option of selecting either the maximum height or maximum width of the image. (Height and width will be limited by the size of the current platen).

After you enter the width or height, click OK; the dialog will close, and the rasterized image will appear in the workspace.

The image now appears in your Design Window.

Adding images from a Camera

Select this option to invoke the local camera (on the host computer, or attached as a peripheral) to take a digital image.

Once the image has been snapped, it will appear on the garment in the design window.

Searching the Design Gallery

In the Design Gallery, there is a search tool. This allows you to locate designs based on either the filename of the design, or any keywords associated with the design.

Keywords for any design in the design collections may be entered by way of the GraffixPro Administrator - open the Design page, select the design, and enter the keywords into the Keywords field.

To search the Design Gallery:

1) Open the GraffixPro Studio™ software, and select the Add Image tab.

2) Click the Gallery button.

You see the Categories page.

3) In the search field at the top of the page, type in a keyword.

To have the search look only for an exact match to the design name you enter, type = (an equals sign) before the name.

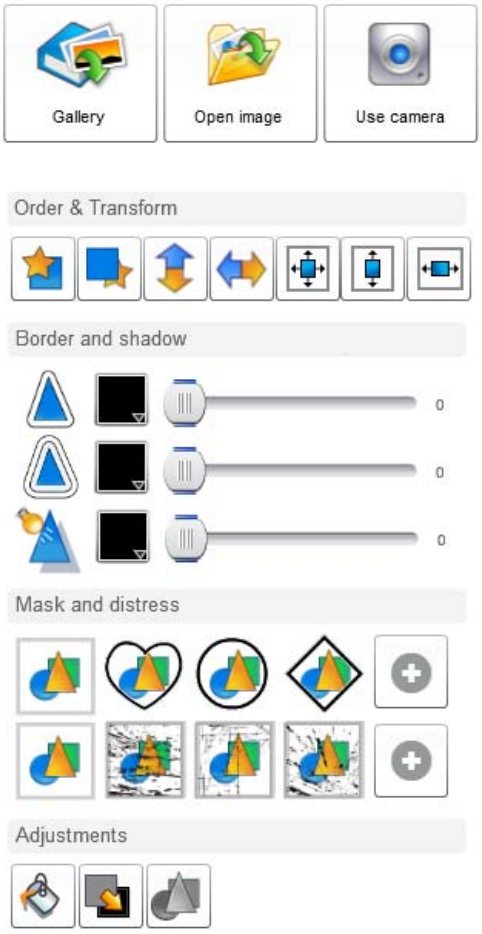
If = is not entered into the search, the "partial string" method will apply to the search. For example, typing in the search word "ball" will return all images with the words "baseball", "basketball" or "football" in their filenames and/or keywords.

4) Click the Search button.

The matching entries will appear in the Design Gallery catalog page.

Image Effects

There are a number of effects that can be applied to graphic images in the design using the tools in the Images tab. The different tools are organized according to what they do; Order & Transformation, Border and shadow, Mask and distress, and Adjustments.



A brief explanation of each tool is listed in the following table; for further information, see the corresponding sections on each tool.

Tool	What it does
	Move forward: The selected object is moved forward in the design.
	Move backward: The selected object is moved backward in the printing order of the design.
	Flip Horizontally: Flips the selected object horizontally.
	Flip Vertically: Flips the selected object vertically.
	Center in frame: Centers the selected item both vertically and horizontally in the frame.
	Center Vertically: Centers the selected item vertically within the borders of the frame.
	Center Horizontally: Centers the selected object or objects horizontally within the borders of the frame.
	Add stroke: Adds a border around the outer edge of the graphic.
	Double stroke: Adds a second border around the outer edge of the first stroke.
	Add Drop Shadow: Adds a shadow to an image, which gives it an illusion of depth.
	Color Replace: Select a color area in a loaded design, and select a new color from the color palette to take its place.
	True Black: For the selected design only, converts all colors within a certain color tolerance to a true black RGB value.
	Grayscale: Converts all the colors in the selected design to the closest value in grayscale.

To the right of the Stroke, Double stroke, and Drop Shadow slider controls, a number (1 through 10) indicates the width of the stoke or shadow applied.

Masks

In addition to these effects, an image can have a Mask applied to it. This will place a shape (a heart, circle, diamond, or star) onto the image, which "cuts off" the edges of the image in the selected shape.

To see additional Mask shapes, click the “plus” symbol . This will open a new dialog, containing an array of new Mask options. Click on the option you want to apply, and then click OK to apply this mask and close the dialog.

To remove the Mask, with the image still selected, press the left-most button (the default – no mask).

Distress

The distress button adds an overlay in a “distressed” or “aged” pattern onto the selected design, to give it a worn or creased look. There is a selection of different distress patterns available - click on the different distress buttons to preview the different patterns in the workspace.

To see additional distress patterns, click the “plus” symbol . This will open a new dialog, containing an array of new distress patterns. Click on the one you want to select it, and then click OK to apply this distress pattern and close the dialog.

As with the Masks, remove the distress by pressing the left-most button (the default – no distress).

Using the Color Replace Tool

The GraffixPro Studio™ software Color Replace Tool allows you to change the color of individual areas of a design, by selecting an area within the design with the Color Sampler tool.

To select the replacement color, there are two options - you may select it from a palette of system colors (which are set in the Administrator, on the Color Palette page) or from the RGB color chooser. After selecting the color, you will be able to preview it in the color replace dialog, before saving the change in the main design window.

You can also choose the "All areas" option when changing colors, which will change not only the selected area, but all areas in the design that are similarly colored.

Alternatively, you can choose to make an area transparent, by selecting it and then clicking the Transparency button.

To replace a color:

1) Using the Select tool, select a design in the workspace; note that the Color Replace tool will only work on one design at a time.

2) Click on the Color Replace button.
The color replace dialog opens in a new window.

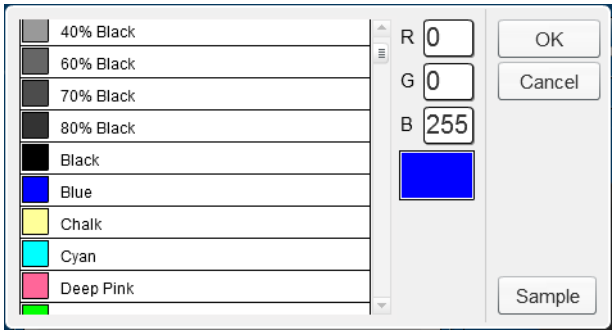
3) (Optional) Adjust the color tolerance value, to determine the range of color values that will be changed when the substitution is made. Note that a low tolerance will select colors of similar value to the selected color, while a higher tolerance will select a wider range of colors.

4) (Optional) Select “All areas.” Normally, the Color Replace function will only change the color of the selected area of the design, and any adjacent areas of a similar color. However, if you check “All areas,” the tool will change all areas of a similar color, not just the selected area.

5) In the window of the Color Replace dialog, click and drag the Color Sampler tool so that it points to the area of the design that you want to change.
You see that the color of the tool changes to match that of the selected area of the design.

You can make the selected area transparent by clicking on the Transparency button of the dialog. Transparent is represented by the gray and white checkerboard pattern.

6) Click the color palette tool.
The color palette dialog opens.



7) To choose a color from the palette, do the following:

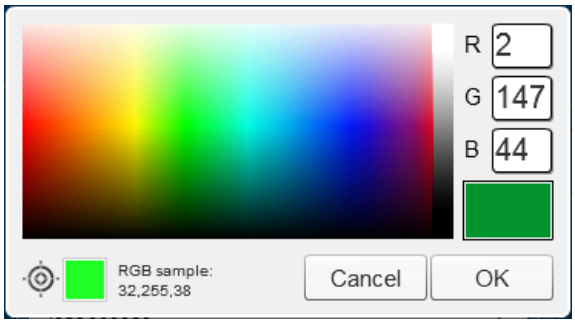
- Select a color from the list at the left; drag the scroll bar down to see all the colors in the list.
  The selected color’s RGB value and color will appear in the fields on the right.

- Click OK.

In the Color Replace dialog, the new color now fills the selected area in the image.

8) To choose the color from the RGB color sampler, click the **Sample** button.

You see the color sampler dialog.



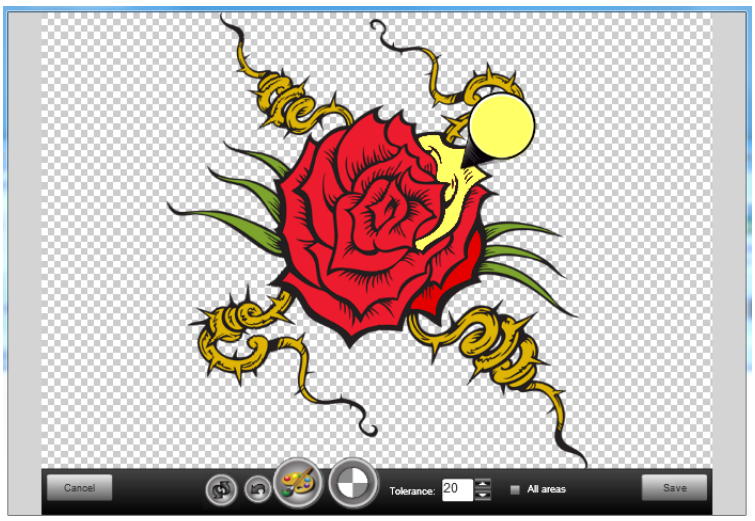
- Do one of the following:
  - Hover the mouse pointer over the color palette. As you move the mouse, the "Sample" color swatch (on the lower left) shows the color indicated, and its RGB value. Click to select the color.
  - If you know the sRGB value of the color, enter the numbers in the RGB fields.

  The selected color will appear in the color swatch on the right. You can change the selected color again, if required, by clicking in area of the color spectrum

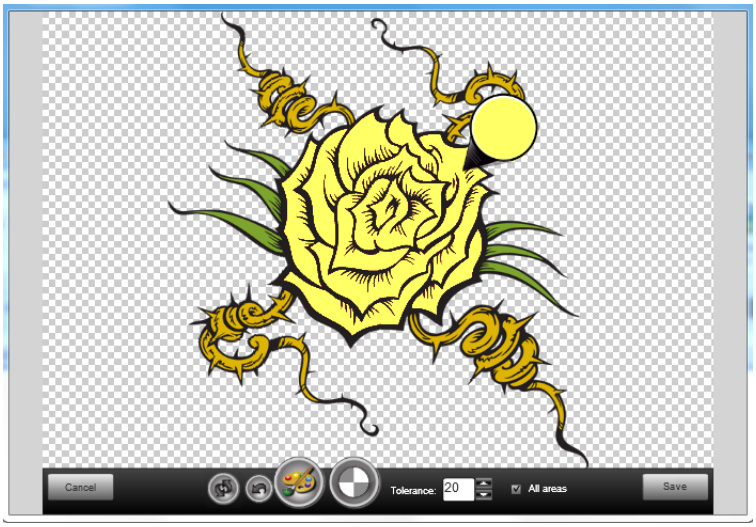
9) Click OK to select the color.

The color chooser dialog closes. In the Color Replace dialog, the new color now fills the selected area in the image.

At any point in the Color Replace procedure, you may reset the colors to the original colors of the selected design by clicking the Reset button in the Color Replace dialog.



Above, the resulting design when the color is replaced. Below, the same substitution, but with the “All areas” box checked.



10) Click Save.

The design appears in the workspace with the color changed.

Converting to True Black

In some design images, areas that appear to be black will actually have an RGB value that is not pure black, just very dark gray.

Since some printers may require the black parts of images to be "true" black (that is, RGB value = 0,0,0), GraffixPro Studio includes a tool that converts areas of color with RGB values that are close to black to true black automatically.

By default, the areas that will be converted will be any that have an RGB color value of 40,40,40 or lower. However, you can change this default value in the "True Black Range" fields of the Settings dialog.

To covert to True Black:

1) Import a design into the workspace.

2) Select it using the Select tool.

3) Click the True Black tool.

All colors within a certain range of RGB values will be converted to true black.

If you want to convert the design back to the original color, keep the design selected, and click the True Black tool again.

Converting Images to Grayscale

The Grayscale tool converts a color (RGB) to shades of gray, retaining the light/dark values of the original colors.

The Grayscale tool is only available in the Premium level.

To convert an image to grayscale:

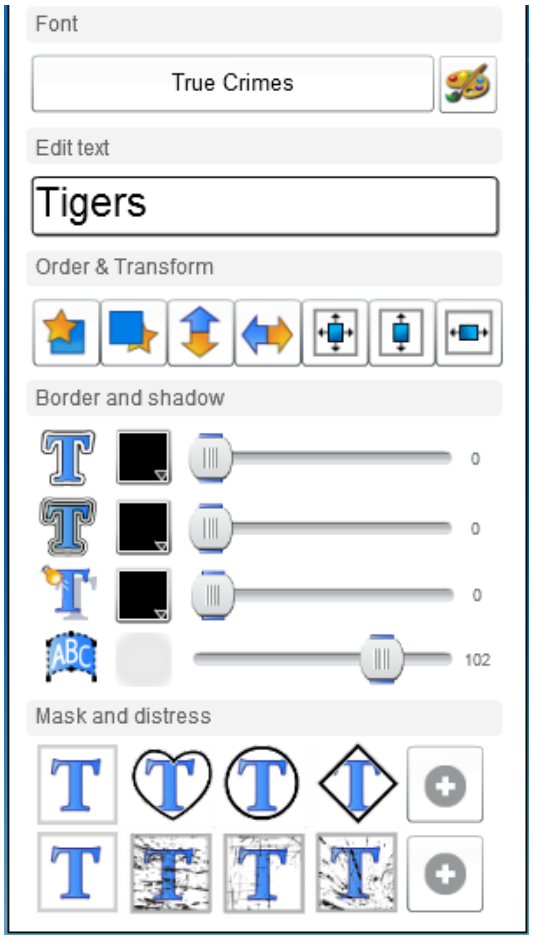
1) Select the design in the workspace.

2) In the design properties panel, click on the Grayscale icon.

The image will be rendered in grayscale.

Properties Area – Text

To add text to a design, and to modify existing text in designs, select the “Add Text” tab. This opens a panel containing a field for adding lettering to the design. Once a text item has been placed, the text effects tools will be displayed.



To add a text item, simply click or touch the empty text field, and then type in the text. Select Add to place the text item in the design.

Text – Font

Use the font field to choose the font for the selected text item. When you click in the font field, a list of font categories will open up in front of the Design Window. Selecting one of these categories then opens up a page of fonts in this category, which can be applied to the text string.

Text – Selecting the Color

There is also a button next to the font field for selecting the color of the text. This button opens up the Text Color dialog.

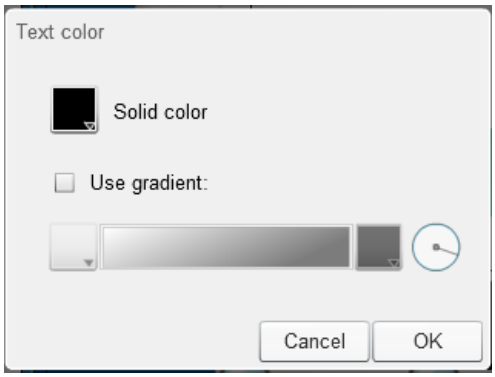
When selecting a color, you can choose between two options - select it from a palette of system colors (which are set in the Administrator, on the Color Palette page) or from the RGB color chooser. After selecting the color, the color dialog closes automatically, and the chosen color is applied to the text. As well as applying a solid color, you can also use the Text Color to apply a color gradient - one color blending into another - across the text.

Note that color gradient is only available in the Premium level of the software.

To change the color of text (solid color):

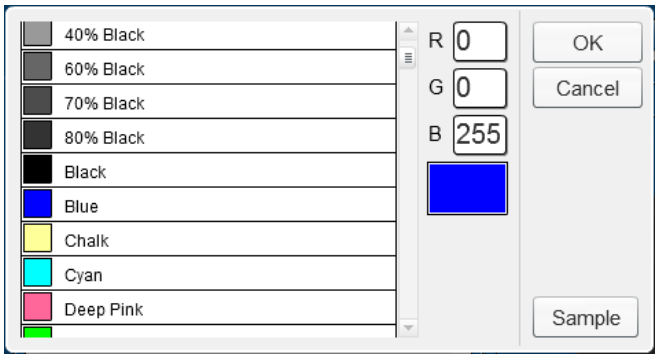
1) Using the Select tool, select the text you want to change.
The text is enclosed in a selection box.

2) In the font properties area, click the color palette icon to the right of the font field.
The Text color dialog opens.



Note that this dialog will only appear if you are using the Premium version; otherwise, the color palette dialog will open immediately.

3) Click the “Solid color” swatch.
The color palette dialog opens.

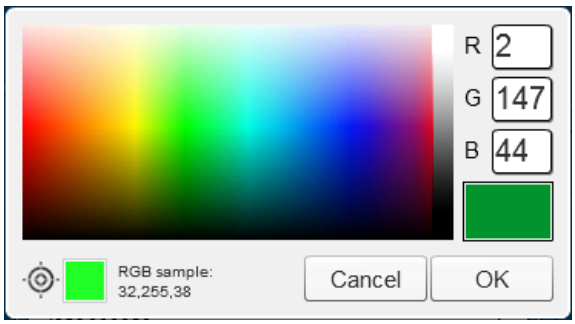


4) To choose a color from the palette, do the following:

- Select a color from the list at the left; drag the scroll bar down to see all the colors in the list.
  The selected color’s RGB value and color will appear in the fields on the right.
- Click OK.

The selected color now fills the Solid color swatch on the Text Color dialog.

5) To choose the color from the RGB color sampler, click the sample button.
You see the color sampler dialog.



- Do one of the following:
  - Hover the mouse pointer over the color palette. As you move the mouse, the "Sample" color swatch (on the lower left) shows the color indicated by the pointer, and its RGB value. Click to select the color.
  - If you know the sRGB value of the color, enter the numbers in the RGB fields.

  The selected color will appear in the color swatch on the right.
- On the color sampler dialog, click OK.

The color sampler dialog closes, and the selected color now fills the Solid color swatch on the Text color dialog.

6) On the Text color dialog, click OK.
The new color will be applied to the selected text.

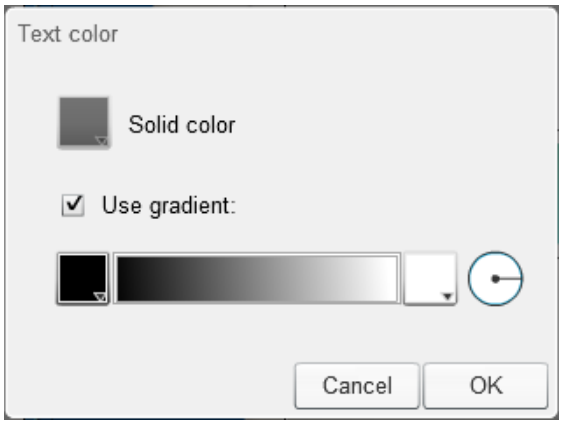
To apply a color gradient to text:

Note that color gradient is only available in the Premium level of the software.

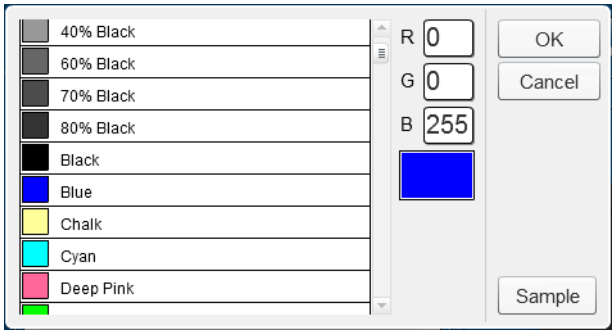
1) Using the Select tool, select a text item.
The text is enclosed in a selection box.

2) In the font properties area, click the color palette icon , located to the right of the font field.
The Text Color dialog opens.

3) Check the “Use gradient” check box.
The color gradient swatches and the color gradient bar become active.



4) Click the left color gradient swatch to set the starting color for the gradient.
The color palette dialog opens.

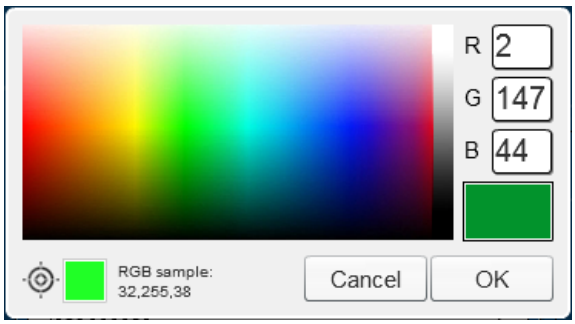


5) To choose a color from the palette, do the following:

- Select a color from the list at the left; drag the scroll bar down to see all the colors on the list.
  The selected color’s RGB value and color will appear in the fields on the right.
- Click OK.

The selected color now fills the first gradient color swatch on the Text Color dialog.

6) To choose the color from the RGB color sampler, click the sample button.
You see the color sampler dialog.

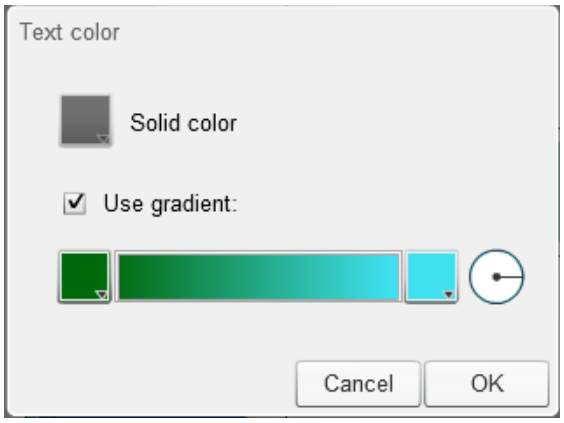


- Do one of the following:
  - Hover the mouse pointer over the color palette. As you move the mouse, the "Sample" color swatch (on the lower left) shows the color indicated by the pointer, and its RGB value. Click to select the color.
  - If you know the sRGB value of the color, enter the numbers in the RGB fields.

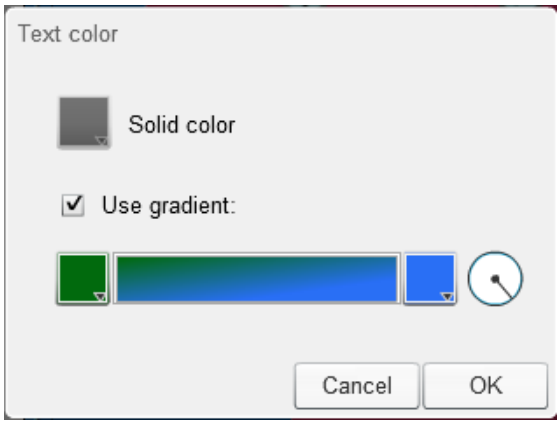
  The selected color will appear in the color swatch on the right.
- On the color sampler dialog, click OK.

The color palette dialog closes, and the selected color now fills the starting color swatch of the gradient in the Text Color dialog.

7) Repeat the preceding steps for the end color of the gradient.
The end color appears in the Text color dialog; you will also see a preview of how the gradient will look.



8) Change the direction of the gradient by clicking and dragging the gradient angle tool.



9) Click OK.
The gradient will be applied to the text.

Text Effects

The following table lists the effects that can be applied to text items.

	Move forward: The selected object is moved forward in the design.
	Move backward: The selected object is moved backward in the printing order of the design.
	Flip Horizontally: Flips the selected object horizontally.
	Flip Vertically: Flips the selected object vertically.
	Center in frame: Centers the selected item both vertically and horizontally in the frame.
	Horizontal center: Centers the selected item horizontally within the frame.
	Vertical center: Centers the selected object or objects vertically within the borders of the frame.
	Add stroke: Adds a border around the outer edge of each letter in the text item.
	Double stroke: Adds a second border around the lettering, outside of the first stroke.
	Add Drop Shadow: Adds a shadow shape to a text object, which gives it an illusion of depth.

To the right of the Stroke, Double stroke, and Drop Shadow slider controls, a number (1 through 10) indicates the width of the stoke or shadow applied.

Applying a Stroke (outline) to text

A stroke, or outline, can be added to text very simply. Select the text, then click and drag the slider next to the Text Outline button to increase or decrease the thickness of the outline. The color of the outline can be changed by clicking the color button next to the slider. This will open up the color palette, from which you choose the color to apply.

You can also create a second stroke around the letters with the Double stroke tool . The thickness and color of this second border is controlled by its own color palette and width slider tool.

Note that Double stroke is only available in the Premium level of the software.

Applying a Drop Shadow to text

You can add a drop shadow to lettering to give the appearance of depth. Select the text, then click and drag the slider next to the Text Drop Shadow button to increase or decrease the thickness of the outline. The color of the drop shadow can be changed by clicking the color button to the right of the slider. This will open up a color palette, from which you choose the color to apply.

For details on how to choose the color for Stroke and Drop shadow, refer to the steps for changing text color in Text - Selecting the color.

Applying an Envelope to text

The envelope tool is used to give text either an upward or downward arc. This tool applies exclusively to Text objects (i.e. not to designs or imported images.)

Moving this slider back and forth controls the degree of curvature of the text envelope. Moving the slider to the left causes the text to curve downwards, moving it to the right causes the text to curve upwards.

Applying Masks to text

In addition to these effects, a string of text can have a Mask applied to it. This overlays the text with a shape (a heart, circle, diamond, or star), which "cuts off" its edges in the selected shape.

To see additional Masks, click the “plus” symbol . This will open a new dialog, containing an array of new Mask types. Click on the shape you want to apply, and then click OK to apply this shape and close the dialog.

To remove the Mask, press the left-most button (the default – no mask) with the text still selected.

Applying Distress to text

The distress button adds an overlay in a “distressed” pattern onto the selected text, to give it a worn or creased look. There is a selection of different distress patterns available - click on the different distress buttons to preview the different patterns in the workspace.

To see additional distress patterns, click the “plus” symbol . This will open a new dialog, containing an array of new distress patterns. Click on the one you want to select it, and then click OK to apply this distress pattern and close the dialog.

As with the Masks, remove the distress by pressing the left-most button (the default – no distress) with the text still selected.

Saving Design Files

There are two different options under the GraffixPro Studio™ software Save tool: Save as Image and Save as Template.

If you close the application with a design in the workspace, a warning message (“Exit without saving the design?”) will pop up above the Workspace. Select “No” to return to the design so that it can be saved (as an image or as a template); or, select “Yes” to close without saving.

Saving as an Image

The Save as Image command allows you to save your design as an image file, for previewing purposes. The image will be saved as either *.PNG format or *.TIF format, depending on which of these formats you have selected in the “Output Formats” dialog.

For more information, see “Output settings.”

Saving as a Custom Template

Templates are special design files that you create yourself, which can combine one or more text strings with graphics. You can create an arrangement of pictures and text, and save this combination as a ready-to-go template.

Templates can be very useful in creating a large number of designs based on a single theme. For instance, if you need to print out a number of team shirts with the same mascot, but with different names and numbers, a template can allow this to be done more quickly.

To Create and Save a Template:

1) Select one of the Products from the Products tab.

2) Place the desired graphics and/or text strings in the design window.

3) From the toolbar, click the Save tool, and then Save as Template.
You now see the “Save Template as” dialog.

4) Enter a Name for the template, and select the Design Category to save it in the Administrator. The default location is "Custom Templates."

Every design saved to the Gallery must have a unique name; that is, the same name may not be used twice. If you try to use the same name twice, you will see a warning message ("Template exists"). You will then have an opportunity to choose a new name to save the template as.

5) Click OK.

Your template will be saved to the Custom Templates folder.

In the Design Gallery, the thumbnails of Custom Templates will be marked with a "T" symbol in the upper-left hand corner, like this: .

Index

A

Add Drop Shadow (Text) 79
Add Outline (Text) 79
Add stroke 65
Adding a new font 34
Adding colors to the system palette 36
Adding designs 28
Aligning text 79
Alignment tools 65
All areas setting (Color Replace) 68
Applying an Envelope (Text) 80
Applying an Outline (Text) 80
Applying Drop Shadow (Text) 80
Arrange
  Move backward 65, 79
  Move forward 65, 79

B

Blend garment color (output) 49
Browsing for an image 62

C

Camera, using 62
Changing text color 73–75
Changing the display language 49
Changing the platen margin setting 26
Changing the size of the platen 22
CMYK color 48
Color Gradient for text 75–78
Color Palette 38
Color Palette (Administrator) 36
Color Replace tool 65, 67–69
Color Sampler tool (Color Replace) 68
Color space 48
Controller handle size setting 48
Converting to True Black 71
Creating a Custom platen 26
Customer information (Quote feature) 53

D

Delete Object tool 44
Design Categories 30
Design Window 43
Designs
  Category 28
  Name 28
  Printing a design 50
  Searching the Gallery 63
Designs Gallery 28
  Adding a new design 29
  Adding multiple designs 31
  Adding new categories 30
Distress (Design) 66
Distress (Text) 81
Double stroke 65

E

EPS files (importing) 32

F

Filtering designs by category 28
Flip Horizontal tool 65, 79
Flip Vertical tool 65, 79
Font Categories 36
Fonts Page 34

G

Garment Parameters 24
Garment properties - changing 17
Garments Page 17
GraffixPro Studio Workspace 42
Grayscale tool 65

I

Image Effects 64
Image Gallery 60
Image Properties 60
Importing .eps Designs 32
Importing keywords in a .csv file 33
Installing GraffixPro Studio 5

K

Keywords 33

L

Level, upgrading 38

M

Margins, platen 26
Masks (Design) 66
Masks (Text) 81
Move forward (print order) 65

O

Operating system requirements 4
Output format (file type) 48
Output resolution 48
Output Settings 47
Outputting to the Brother printer 50

P

Platen background color, changing 45–47
Platens
    Changing dimensions 22
    Creating a custom platen size 26
Premium level 13
Premium level (Try and Buy) 38
Price Quote 51
Print command 50
Print Preview window 51
Printer 48
Printer drivers 50
Product - adding a new color 25

Q

Quotes, preparing 51

R

Resolution setting for output 48

S

Save tool 44
Searching for designs in the Image Gallery 63
Select tool 44
Serial Number 38
Settings
    Controller handles 48
    Convert pure whites to 254 48
    Language 49
    Output format 48
    Output Resolution 48
    Printer 48
    True Black Range 49
Show Back 45
Show Front 45
sRGB color 48
System Parameters 38
    Serial Number 38
System Requirements 4
Systems Parameters
    Level 38
Systems parameters
    Units 39

T

Text
    Applying a color gradient 75–78
    Changing color 73–75
True Black 65
True Black Range setting 49, 71

U

Units settings 39
Upgrading the Software 13
Uploading Multiple Designs 31

W

Workspace overview 42

Z

Zoom tools 44